



**REGULAR MEETING OF COUNCIL
To Be Held in the Council Chambers
Tuesday, August 7th, 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 July 3, 2018 (p.3)
- b) Special Council Meeting of July 26, 2018 (p.7)
- c) Manitoulin Planning Board Meeting of June 26, 2018 (p.9)
- d) Manitoulin East Municipal Airport Commission Meetings of June 4 & July 9, 2018 (p.13)
- e) Public Health Sudbury & Districts Board of Health Meeting of June 21, 2018 (p.15)
- f) Assiginack Museum Advisory Committee Meetings of October 24, 2017, February 13, May 8, and June 12, 2018 (p.22)
- g) Manitoulin Centennial Manor Board of Management Meeting of June 21, 2018 (p.29)
- h) Community Policing Advisory Committee Meeting of June 13, 2018 (p.33)

4. DELEGATIONS

5. REPORTS

- a) Sunsite Estates Drinking Water System Annual Inspection Report (p.37)

6. ACTION REQUIRED ITEMS

- a) Accounts of Payment: General: \$296,453.41, Payroll: \$49,163.89 (p.56)
- b) Year to Date Financial Statements as at June 30, 2018 (p.66)

- c) Planning Board Consent Application B11-18 (p.79)
- d) Vigor Clean Tech Service Contract (p.85)

7. INFORMATION ITEMS

- a) AMO Communications: New Ontario Government Takes Office (p.86)
- b) Vigor Clean Tech Energy Production Report (p.88)
- c) Rainbow Ridge Golf Course Sponsorship Letter (p.92)
- d) Stantec Consulting: Little Current Swing Bridge Study Commencement Notice (p.94)
- e) Manitoulin-Sudbury DSB: Portable Housing Benefit (p.97)
- f) Manitoulin Health Centre: Annual Report to Community (p.108)
- g) Township of North Stormont Resolution (p.110)

8. BY-LAWS

- a) By-law #18-25: Adopt a Multi-Year Accessibility Plan (p.111)
- b) By-law #18-26: Amend By-law #99-03 Building Officials Code of Conduct (p.120)
- c) By-law #18-27: Authorize an Encroachment Agreement (p.124)

9. CLOSED SESSION

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

10. ADJOURNMENT

**THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK
MINUTES OF THE REGULAR COUNCIL MEETING**

The Regular Meeting of the Council of the Corporation of the Township of Assiginack was held in the Council Chambers on Tuesday, July 3rd, 2018 at 5:00 p.m.

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

Absent: Councillor Brenda Reid

Staff: Alton Hobbs, CAO
Ron Cooper, Public Works Superintendent

Press: Alicia McCutcheon, Expositor

Members of the Public

OPENING:

#196-14-18 R. Case - H. Moggy

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:

#197-14-18 H. Moggy – R. Case

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

DISCLOSURE OF PECUNIARY INTEREST:

None

ANNOUNCEMENTS:

Councillors thanked Staff, the Fire Department and the Public for making the Canada Day celebration such a success. It demonstrates a lot of community pride. Efforts were appreciated.

ADOPTION OF MINUTES:

#198-14-18 R. Case - H. Moggy

THAT the minutes of the Regular Council meeting of June 19, 2018, be accepted. *CARRIED*

#199-14-18 L. Fields – R. Case

THAT the minutes of the Assiginack Public Library Board Meeting of May 28, 2018 be accepted. *CARRIED*

#200-14-18 R. Case – L. Fields

THAT the minutes of the Community Policing Advisory Committee meeting of April 18, 2018, be received. *CARRIED*

#201-14-18 L. Fields – R. Case

THAT the minutes of the Manitoulin Centennial Manor Board of Management meeting of May 17, 2018 be received. *CARRIED*

REPORTS:

#202-14-18 R. Case – L. Fields

THAT WHEREAS the Council of the Township of Assiginack has received the following responses to the Fire Hall Building Tender:

- | | |
|--------------------------------|----------------|
| 1. Proserpi Co. Ltd | \$1,654,500.00 |
| 2. CyRheault Construction Ltd. | \$1,905,000.00 |

AND WHEREAS those tender prices are significantly higher than the 2018 budget estimates for this project;

NOW THEREFORE BE IT RESOLVED THAT Assiginack Council declines to award the tender for the new Fire Hall Building and requests that the Consulting Engineer provide options for consideration at the next scheduled meeting.

CARRIED

ACTION REQUIRED ITEMS:

#203-14-18 L. Fields – R. Case

THAT Council authorizes the following Accounts for Payment:

General: \$143,303.46

AND THAT the Mayor and administration be authorized to complete cheques #27856 through #27880 as described in the attached cheque register report.

CARRIED

#204-14-18 H. Moggy – L. Fields

THAT Council authorizes the following Accounts for Payment:

Payroll: \$21,284.26

AND THAT the Mayor and administration be authorized to complete cheques #27850 through #27855 as described in the attached cheque register report.

CARRIED

#205-14-18 L. Fields – H. Moggy

THAT WHEREAS the Council of the Township of Assiginack has received the following responses to Tender # 2018-04; Winter Sand and Gravel:

1. Mike Varey \$ 69,122.10
2. Calvin Pearson \$ 58,336.25

NOW THEREFORE BE IT RESOLVED THAT the tender of Calvin Pearson in the amount of \$ 58,336.25 be accepted. *CARRIED*

INFORMATION ITEMS:

#206-14-17 H. Moggy – L. Fields

THAT we acknowledge receipt of the following correspondence items:

- a) OSPCA Letter: No Hot Pets Campaign
- b) Ontario Ombudsman Annual Report Excerpt

CARRIED

BY-LAWS:

None

CLOSED SESSION:

None

CLOSING:

#207-14-17 L. Fields – R. Case

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

Paul Moffatt, MAYOR

Jeremy Rody, CLERK

5:20 p.m.

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

**THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK
MINUTES OF THE SPECIAL COUNCIL MEETING**

The Special Meeting of the Council of the Corporation of the Township of Assiginack was held in the Council Chambers on Thursday, July 26, 2018 at 10:24 a.m.

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

Absent: Councillor Robert Case

Staff: Alton Hobbs, CAO
Jeremy Rody, Clerk
Dwayne Elliott, Fire Chief

OPENING:

#208-15-18 H. Moggy – L. Fields

THAT the Regular Meeting of the Council of the Corporation of the Township of Assiginack be opened for business with a quorum of members present at 5:00 p.m., with Mayor Moffatt presiding in the Chair.

CARRIED

AGENDA:

#209-15-18 L. Fields – H. Moggy

THAT the agenda for this meeting be accepted as presented.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST:

There were no disclosures of pecuniary interest.

ANNOUNCEMENTS:

None.

ACTION REQUIRED ITEMS:

#210-15-18 B. Reid – L. Fields

WHEREAS the initial Fire Hall Tender closed on June 22, 2018 and the two tenders received were much higher than budgeted;

AND WHEREAS the engineer was instructed to revise the scope of the tender package in order to re-tender the project by invitation;

AND WHEREAS the Council of the Township of Assiginack has received the following responses to second iteration of the Fire Hall Tender:

- | | |
|-------------------------------|----------------|
| 1. Mike Phillips Construction | \$1,195,000.27 |
| 2. Sheppard Custom Building | \$1,200,000.00 |
| 3. Lignum Builders Ltd. | \$1,270,000.00 |
| 4. Cy Rheault Construction | \$1,590,000.00 |

AND WHEREAS all tenders are still at least 50% above the budget allocated for this project;

NOW THEREFORE BE IT RESOLVED THAT we decline to accept any tender.

CARRIED

Notes: Council Members had a discussion on the cost of the project being well over the \$800,000 projection. Council discussed the re-tendering process and that they were not comfortable removing items from the buildings that may need to be added later. Given the election in the fall, Council felt the decision was too important to force a decision the day before nomination day and ultimately decided that this issue should be left for the new Council due to timing and cost.

CLOSING:

#211-15-18 H. Moggy – B. Reid

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

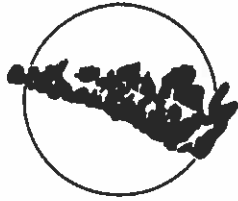
CARRIED

Paul Moffatt, MAYOR

Jeremy Rody, CLERK

10:45 p.m.

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



June 29, 2018

MINUTES OF PLANNING BOARD MEETING - June 26, 2018

At a Meeting of the Manitoulin Planning Board, held in the Board Room at the Planning Board Office, Gore Bay, Ontario, on June 26, 2018, the following Members of Planning Board were present:

- | | | | |
|----|------------|----|-------------|
| 1. | L. Hayden | 5. | R. Stephens |
| 2. | D. Osborne | 6. | K. Noland |
| 3. | E. Russell | 7. | I. Anderson |
| 4. | A. Hunt | | |

Regrets: P. Moffatt, D. Head and L. Addison

Also in attendance were:

T. Sasvari, reporter, Manitoulin West Recorder;
D. Dorland, agent, J. Balfe, resident of Lot 1, Conc. V, and Mr. J.B. Pennie, interested party, for Consent File No's. B09-18 and B10-18.

There were no other interested parties or members of the general public or press in attendance.

The Meeting was called to Order at 7:01 P.M. by Chair R. Stephens, who welcomed all present.

The Chair asked if there were any Board Members who wished to declare a conflict of interest with any of the items listed on the agenda or having to do with the previous Board Meeting of March 27, 2018. There were no conflicts declared.

1. ORDER OF BUSINESS

The Chair requested the adoption of the order of business.

MOTION

It was moved by K. Noland and seconded by I. Anderson that the Order of Business be adopted.
- Carried.

2. MINUTES OF PREVIOUS BOARD MEETING - March 27, 2018

The Chair announced that the Minutes of the Board Meeting held March 27, 2018 had been circulated to all Board Members and requested that any errors or omissions be stated.

There being no errors or omissions, a motion was moved by A. Hunt and seconded by D. Osborne that the Minutes be adopted as circulated. - Carried.

BUSINESS ARISING FROM THE MINUTES OF THE PREVIOUS BOARD MEETING
- March 27, 2018.

There was none.

3. VARIABLE EXPENDITURES

The Secretary-Treasurer explained that a refund in the amount of \$140.00 had been received due to an overpayment of the meal plan for the OACA Conference. She reported that the cost for the Board's insurance policy has not increased significantly in the past five years. D. Osborne asked if the insurance cost should have decreased due to fewer Board Members and less liability for 2017/2018. There is no decrease in the cost as the Planning Board remains within the same category and the cost is based on assets etc. that have not changed.

MOTION

It was moved by L. Hayden and seconded by D. Osborne that the variable expenditures be accepted as presented - Carried.

4.a) PRESENTATION OF APPLICATIONS FOR CONSENT

The Chair announced that the applications for consent to sever would now be heard.

Note: For the sake of continuity the details and decisions of the presentations will be so recorded in the usual fashion toward the end of the Minutes.

4.b) REVIEW ON CONSENT FILE NO'S: B07-16 AND B08-16

The Secretary-Treasurer read the following email, received on June 26, 2018, from Jane Austin:

'Good Morning Theresa,

FYI - Mr. Halliday will be sending his Boundaries Act information today to our lawyers and to our survey expert, Izaak DeRikje. We hope to see our lawyer regarding this early in July. If all is well, then it will be submitted after this. Have a lovely weekend.'

5. GENERAL, REGULAR AND NEW BUSINESS

a) Local Planning Appeal Tribunal (LPAT) Support Centre

For information purposes, the Board was advised that the LPAT Support Centre is now open and is available to provide support and assistance regarding planning applications and appeals.

Local Planning Appeal Support Centre, 1-800-993-8410, info@lpasc.ca , www.lpasc.ca

b) Planning Administration Funding Grant - Agreement

The Secretary-Treasurer informed the Board that the allocation process for Planning Board Funding from the Ministry of Municipal Affairs (MMA), for the delivery of planning services in the unincorporated territory for the Planning Area, requires Planning Board to execute a legal agreement with MMA which summarizes the terms, conditions, and reporting requirements in relation to the grant. MMA requires the Board to adopt a resolution authorizing the execution of the legal agreement.

The following motion resulted.

MOTION

It was moved by D. Osborne and seconded by A. Hunt that the Manitoulin Planning Board does hereby authorize Chair R. Stephens and Secretary-Treasurer T. Carlisle to execute the funding agreement for the allocation of \$16,073.00 to the Manitoulin Planning Board.
- Carried Unanimously.

c) By-law Enforcement Officer Appointments

The Secretary-Treasurer reported that the two staff members are still waiting for the Ministry of Municipal Affairs (MMA) to appoint them as By-law Enforcement Officers for the Unincorporated Townships of Robinson and Dawson, as requested by a Board Motion January 23rd, 2018.

d) Tariff of Fees

The Board was advised that Notices to contact the Manitoulin Planning Board regarding By-law No. 96-01 and building within the Townships of Robinson and Dawson, have been posted at local businesses and post offices and circulated to property owners with the assistance of K. Noble, while she was informing the residents of the Townships of Robinson and Dawson about Fire Safety.

e) OACA Conference - Niagara Falls, Ontario

The Secretary-Treasurer thanked the Board for permitting her to attend the 2018 Ontario Association of Committees of Adjustment (OACA) Conference in Niagara Falls, Ontario, June 3rd to June 6th, 2018.

She informed the Board that the agenda permitted her she to attend 8 of the 14 workshops presented, which were all very informative. The Conference provided for good networking opportunities and has provided contacts/connections with the presenters and the other members attending.

f) Annual Deer Management Meeting - April 25, 2018

Board Member L. Addison, the representative for the Planning Board, could not attend the annual Deer Management Meeting which was held at the Kagawong Park Centre on Wednesday, April 25th, 2018. However, Board Members, I. Anderson and L. Hayden did attend and reported to the Board that it was well attended. Mr. Anderson explained that due to the high deer population and the deer being quite healthy, the Ministry of Natural Resources and Forestry (MNR) increased the number of antlerless deer tags for 2018 by 500 in Unit 43A (being 50 in Gore Bay, 50 for Barrie Island, 200 for Gordon and 200 for Bidwell) and Unit 43B will remain the same at 6,000 tags. There will also be provision to apply for extra deer tags after July 11, 2018.

5. g) Wildland Fire Risk Assessment

Attached to the Board's Meeting agenda was an excerpt from the DRAFT (2016) Wildland Fire Risk Assessment & Mitigation Guidebook.

The Secretary-Treasurer explained to the Board Members that if a potential wildland fire hazard is identified during the review of a planning application a mitigation plan may be required that would conform to the Natural Heritage Policies of the Provincial Policy Statement (PPS) 2014. A mitigation plan, identifying vegetation management to reduce the intensity of a forest fire by thinning or removing trees and allowing it to be extinguished more easily, should be submitted to the Municipality at the time of a building permit.

6. DRAFT ADOPTED OFFICIAL PLAN

The Secretary-Treasurer reported to the Board that there has been no additional information received from the Ministry of Municipal Affairs (MMA) regarding the adopted Official Plan (MMA File Number 51-OP-161666) or when the Board could expect to receive an update.

7. CLOSED SESSION

- In Camera - Minutes of In Camera Session - March 27, 2018

The Chair requested the Board to go In Camera to review the Minutes of the In Camera Session of March 27, 2018.

MOTION

It was moved by D. Osborne and seconded by K. Noland that the Board go In Camera at 9:15 p.m. to review the Minutes of the In Camera Session of March 27, 2018.
- Carried.

The Board Members were provided with a copy of the Minutes from the Closed In Camera Session, held on Tuesday, March 27, 2018.

The Minutes were accepted as information, there were no decisions or motions made in camera.

MOTION

It was moved by I. Anderson and seconded by E. Russell that the Board rise from the In Camera session at 9:18 p.m.

MOTION

It was moved by K. Noland and seconded by D. Osborne that the Minutes of the In Camera Session held on March 27, 2018 be adopted as presented.
- Carried Unanimously.

8. BUDGET REVIEW

a) Final Requisitions

The Secretary-Treasurer reported to the Board that all Final Requisitions have been received with the exception of the Municipality of Gordon/Barrie Island. It is anticipated that this requisition will be received shortly after their next Council Meeting to be held on July 3rd, 2018.

b) Financial Statements for 2017

The Secretary-Treasurer explained to the Board that under the Ontario Municipal Act, the auditor of the Municipality responsible for the largest share of the operating costs is required to do the Planning Board audit. KPMG has done the audit prior to 2012, Freelandt Caldwell Reilly has done the audit since 2012, and KPMG has prepared the audit for 2017.

Jake Diebolt explained that hard copies of the Financial Statements for the year ending December 31, 2017 had not been received to the office. A copy was received via email and copies were provided for each of the Board Members for discussion.

Mr. Diebolt reviewed the information with the Board Members and explained that with the change in auditors to KPMG and shifting to Accrual accounting, which was recommended by KPMG, it has caused large differences in the budget numbers vs the financial statements. However the differences are not changes in money actually spend or received in 2017, but rather how and when it will be accounted for.

8. b) Financial Statements for 2017 - continued

KPMG recommended the accounting software 'SAGE' as the current use of Excel spreadsheets make it more difficult for the auditor to work with. KPMG has offered to provide training, should Planning Board decide to transition from Excel spreadsheets. R. Stephens, Chair, was familiar with the 'Sage' accounting software and stated that he would recommend it also.

The general consensus of the Board was that J. Diebolt explore different accounting software programs and the costs involved and report back to the Board.

The following motion resulted:

MOTION

It was moved by E. Russell and seconded by K. Noland that the Manitoulin Planning Board accept, approve and adopt the Financial Statements for 2017 as prepared by KPMG Charter Accountants.
- Carried Unanimously.

PRESENTATION OF APPLICATION FOR CONSENT TO SEVER

The Chair announced that the purpose of this phase of the meeting is:

- (a) to consider applications for consent under Section 52 of the Planning Act,
- (b) to make decision in regard to the applications scheduled to be heard, and, explained that this phase is open to the public and any interested parties will be given the opportunity to speak in support or oppose an application.

The Chair then asked if any Board Members have or wish to declare a "Conflict of Interest", at this meeting or previous meeting. There were none.

Following is the list of Applications for Consent considered at this meeting.

		<u>Moved By</u>	<u>Seconded By</u>
1.	B04-18 & B05-18	K. Noland	L. Hayden
2.	B06-18	D. Osborne	E. Russell
3.	B07-18	L. Hayden	A. Hunt
4.	B08-18	I. Anderson	K. Noland
5.	B09-18 & B10-18	I. Anderson	E. Russell

* It was moved and seconded that the above applications be conditionally approved, subject to all conditions being fulfilled as stated in the Decisions. - Carried.

↳ A copy of the decisions is available through the Clerk's office.

Manitoulin East Municipal Airport Commission Inc.
Commission Meeting Minutes
June 4, 2018

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

Meeting called to order by Marcel Gauthier

Declaration of pecuniary interest- nil

Motion 2018 06 27

Moved by , P. Skippen

Second by B. Case

Resolved that the Commission approves the agenda for the meeting of June 4, 2018

Carried

Motion 2018 06 28

Moved by P. Skippen

Second by P. Moffat

Resolved that the Commission approves the minutes of the meeting of May 7, 2018

Carried.

Motion 2018 06 29

Moved by D. Orr

Second by P. Moffat

Resolved that the Commission accept the managers' report for May 2018.

Carried

Motion 2018 06 30

Moved by B. Case

Second by P. Skippen

Resolved that the Commission accept the treasurers' report for May 2018.

Carried

Motion 2018 06 31

Moved by P. Skippen

Second by B. Case

Resolved that the commission accept the annual auditors report for the year 2017.

Carried

Motion 2018 06 32

Moved by D. Orr

Second by B. Case

Resolved that the Commission authorize the airport manager to determine specific pricing and dimensions on the next phase of the airports' crosswind runway construction project.

Carried

Motion 2018 06 33

Moved by D. Orr

Second by P. Skippen

Resolved that the Commission meeting of June 4, does now adjourn at 7:40 P.M.

Carried

**Manitoulin East Municipal Airport Commission Inc.
Commission Meeting Minutes
July 9, 2018**

Present: M. Gauthier, D. Orr, P. Moffat, G. Dobbs

Meeting called to order by Marcel Gauthier

Declaration of pecuniary interest- nil

Motion 2018 07 34

Moved by , D. Orr

Second by P. Moffat

Resolved that the Commission approves the agenda for the meeting of July 9, 2018

Carried

Motion 2018 07 35

Moved by P. Moffat

Second by D. Orr

Resolved that the Commission approves the minutes of the meeting of June 4, 2018

Carried.

Motion 2018 07 36

Moved by D. Orr

Second by P. Moffat

Resolved that the Commission accept the managers' report for June 2018.

Carried

Motion 2018 07 37

Moved by P. Moffat

Second by D. Orr

Resolved that the Commission accept the treasurers' report for June 2018.

Carried

Motion 2018 07 38

Moved by D. Orr

Second by P. Moffat

Resolved that the Commission meeting of July 9, does now adjourn at 7:30 P.M.

Carried



UNAPPROVED MINUTES – FIFTH MEETING
BOARD OF HEALTH
PUBLIC HEALTH SUDBURY & DISTRICTS
THURSDAY, JUNE 21, 2018 – 1:30 P.M.
RAINBOW LODGE, BIRCH ISLAND

BOARD MEMBERS PRESENT

Janet Bradley
James Crispo
Jeffery Huska
René Lapierre

Monica Loftus
Thoma Miedema
Ken Noland
Rita Pilon

Nicole Sykes
Carolyn Thain (via teleconference)

BOARD MEMBERS REGRETS

Maigan Bailey
Robert Kirwan

Paul Myre
Mark Signoretti

STAFF MEMBERS PRESENT

Sandra Lacié
Stacey Laforest
Rachel Quesnel

France Quirion
Dr. Penny Sutcliffe
Renée St. Onge

Dr. Ariella Zbar

R. LAPIERRE PRESIDING

1. CALL TO ORDER

The meeting was called to order at 1:30 p.m.

2. ROLL CALL

3. REVIEW OF AGENDA/DECLARATIONS OF CONFLICTS OF INTEREST

There were no declarations of conflict of interest.

4. DELEGATION/PRESENTATION

i) Accountability Monitoring Plan

– Dr. Penny Sutcliffe, Medical Officer of Health and Chief Executive Officer

Dr. Sutcliffe recapped that in January 2018, when the 2018 – 2022 Strategic Plan and Visual Identity were endorsed, the Board also directed the Medical Officer of Health to operationalize the Strategic Plan and develop a monitoring process for the Board's approval. This presentation today provides an update on the work to develop an Accountability Monitoring Plan (AMP). A motion will be further discussed under today's agenda item 6. iv)

Drivers of our work include the Board's strategic plan and the Ontario Public Health Standards. The Ministry of Health and Long-Term Care (MOHTLC) has stipulated certain indicators and the proposed accountability monitoring framework incorporate these, locally developed indicators, and the Board's strategic priorities. It is intended that the AMP will be a key accountability tool for ourselves and for the public.

The MOHTLC's reporting requirements, including the quarterly financial reports, were outlined, and it was noted that some of these newly established provincial reporting requirements are still in evolution; however, are taken into account in the proposed accountability monitoring framework. The following MOHTLC Organizational Requirements, as it relates to monitoring and reporting, will be reported to the Board using a visual depiction of the compliance status for each of the 45 requirements categorized within four domains:

1. Delivery of programs and services;
2. Fiduciary requirements;
3. Good governance and management practices; and
4. Public health practice.

It was pointed out that there are six additional requirements common to all domains and health units will be required to report on compliance status through attestations.

In addition to the provincial requirements, locally-determined program indicators deemed important to measure, year-over-year, are also included in the proposed AMP to monitor progress and measure success. These include a mix of quantitative and quality measures.

The draft AMP being presented today for approval proposes twice yearly narrative reports (spring and fall) that will help monitor the integration of our strategic priorities within programs and services.

Reporting timelines include an annual accountability monitoring report that would come forward for approval each February. A mid-year accountability monitoring report would be reviewed by the senior management team.

A Joint Board of Health/Staff Accountability Working Group will be established, similar to the sunsetted Joint Board of Health/Staff Performance Monitoring Working Group. The role of the working group will be to review monitoring reports and strategic narratives, provide interpretive comments, and present to the full Board for final approval.

Three Board members are being sought for participation in the Working Group. The Board's endorsement of the 2018–2022 Accountability Monitoring Plan will be sought under 6) iv. R. St Onge and the Knowledge and Strategic Services team were thanked for their work in the development of the AMP.

5. CONSENT AGENDA

- i) **Minutes of Previous Meeting**
 - a. Fourth Meeting – May 17, 2018
- ii) **Business Arising From Minutes**
- iii) **Report of Standing Committees**
 - a. Board of Health Executive Committee Unapproved Minutes dates May 17, 2018
- iv) **Report of the Medical Officer of Health / Chief Executive Officer**
 - a. MOH/CEO Report, June 2018
- v) **Correspondence**
 - a. Provincial Public Health Funding Approvals
 - Letter from the President of the Association of Local Public Health Agencies to the Minister of Health and Long-Term Care dated May 14, 2018
 - b. Canada's Tobacco Strategy
 - Letter from the President of the Association of Local Public Health Agencies to the Federal Minister of Health dated June 5, 2018
- vi) **Items of Information**
 - a. Public Health Agency of Canada, Sport, Physical Activity and Recreation Minister Release re Pan-Canadian Policy to Increase Physical Activity and Reduce Sedentary Living May 31, 2018
 - b. Health Canada News Release re New Tobacco and Vaping Products Legislation Receives Royal Assent May 28, 2018
 - c. Health Canada News Release re Government of Canada Marks World No Tobacco Day with Launch Of Canada's Tobacco Strategy May 31, 2018

- d. Perth District Health Unit News Release re Huron, Perth Health Units to Proceed with Amalgamation May 10, 2018
- e. Globe and Mail Article Will we be prepared for 'Disease X' – the next pandemic? May 28, 2018

In response to a question relating to the MOH/CEO report, it was clarified that the tender for facilities will result in additional expertise in this area.

22-18 APPROVAL OF CONSENT AGENDA

MOVED BY BRADLEY – CRISPO: THAT the Board of Health approve the consent agenda as distributed.

CARRIED

6. NEW BUSINESS

- i) **Addressing Anti-Racism for Improved Health Equity**
 - Briefing Note from the Medical Officer of Health and Chief Executive Officer dated June 14, 2018

The briefing note outlines the issues of systemic racism which is a significant, modifiable, and unjust barrier to health opportunities.

At the provincial level, the Ontario government introduced a 3-year anti-racism plan in 2017. The National Collaborating Centre for Determinants of Health further identifies racism as a root cause of health and social inequities experienced by racialized and discriminated peoples in Canada.

This Board of Health has prioritized and advocated for equitable opportunities in various aspects. It has been supportive of the health equity work and given systemic racism and discrimination creates barriers for equitable opportunities for health, it is recommended that the Board endorse the proposed motion.

Questions were entertained and it was recognized that it was not necessary to single out indigenous peoples as this is inherent in our work.

23-18 ADDRESSING ANTI-RACISM FOR IMPROVED HEALTH EQUITY

MOVED BY MIEDEMA – PILON: WHEREAS the Board of Health is committed to ensuring all people in Sudbury and districts, including Indigenous people, have equal opportunities for health; and

WHEREAS systemic racism is a significant, modifiable and unjust barrier to health opportunities; and

WHEREAS in 2017 Ontario established the Anti-Racism Directorate and launched a 3-Year Anti-Racism Strategic Plan, A Better Way Forward, that describes important pillars for comprehensive action on racism;

THEREFORE BE IT RESOLVED THAT the Board of Health declare its commitment to anti-racism and direct the Medical Officer of Health to engage in a collaborative process to develop an Anti-Racism Action Plan informed by the provincial strategic plan; and

FURTHER THAT the Public Health Sudbury & Districts Anti-Racism Action Plan be presented to the Board of Health for approval within one year of this date.

CARRIED WITH FRIENDLY AMENDMENT

ii) Board of Health Manual Review

- Briefing Note from the Medical Officer of Health and Chief Executive Officer dated June 14, 2018

The process that was undertaken for the 2018 review of the Board of Health Manual is outlined in the briefing note. There are a number of housekeeping items, including updates to reflect our name change, which have not been included in today's agenda package. Substantive changes include a new Conflict of Interest Policy, Procedure and Declaration Form, updates to reflect the Ministry of Health and Long-Term Care's Ontario Public Health Standards, Accountability Framework, and Annual Service Plan as well as to reflect the Ministry's Policy Guide for Medical Officer of Health, Associate Medical Officer of Health, and Acting Medical Officer of Health appointments.

Questions were entertained. In addition to being available to all staff, the Board of Health manual is available to Board members electronically on through their electronic devices and will shortly be available to the public through the Public Health Sudbury & Districts website.

Consideration will be given to adding cultural competency training to the Board orientation requirements through the Indigenous Engagement strategy.

24-18 BOARD OF HEALTH MANUAL

MOVED BY PILON – LOFTUS: THAT the Board of Health, having reviewed the proposed revisions within the Board of Health Manual, rescind Board motion 02-17, and approve the Manual as presented on this date.

CARRIED

iii) 2018 Association of Local Public Health Agencies (alPHa) Conference / Annual General Meeting (AGM)

- alPHa Conference Program-at-a-Glance
- alPHa Board of Health Section Agenda, June 12, 2018

– Summary of Resolutions Considered at the June 2018 alPHa AGM

J. Crispo, Board member, provided highlights of the 2018 alPHa Conference and Annual General Meeting, resolution session, and Board of Health Section meeting which had representation from all 35 Boards of Health. He provided an overview of the conference plenary sessions that were held on local Public Health system sustainability and Indigenous Engagement.

He announced that one of the four recipients of the alPHa Distinguished Service Awards was our Director of Health Promotion, Sandra Laclé. The Board congratulated and applauded Sandra for her award and dedication to Public Health.

On behalf of Public Health Sudbury & Districts, J. Crispo received the alPHa fitness challenge for which there was 100% staff participation.

Dr. Sutcliffe noted that she chaired her last Council of Ontario Medical Officers of Health (COMOH) meeting concluding four years as COMOH Chair and handing over the Chair role to another MOH.

iv) Accountability Monitoring Plan

– Public Health Sudbury & District's Accountability Monitoring Plan

Further to today's delegation, the motion seeks endorsement of the proposed accountability monitoring plan for Public Health Sudbury & Districts. A call for interest will be emailed to the Board seeking three Board members to participate on the Joint Board/Staff Accountability Working Group.

It was recognized that municipal elections this fall may result in changes in municipal representation on our Board; however, Board representation can be looked at post-election if the working group membership is affected at that time.

25-18 2018–2022 ACCOUNTABILITY MONITORING PLAN

MOVED BY LOFTUS – PILON: WHEREAS Board of Health motion #02-18 endorsed the 2018–2022 Strategic Plan and Visual Identity and directed the Medical Officer of Health to operationalize the Strategic Plan and develop a monitoring process for the Board's approval; and

WHEREAS an accountability monitoring plan has been developed that integrates provincially required measures and local performance indicators all important to achieving the Board's strategic priorities and vision of healthier communities for all;

THEREFORE BE IT RESOLVED THAT the Board of Health approve the Public Health Sudbury & Districts Accountability Monitoring Plan 2018–2022; and

FURTHER THAT the Board of Health endorse the establishment of a Joint Board of Health/Staff Accountability Working Group for 2018–2022 for the purpose of guiding the reporting of the Accountability Monitoring Plan to the full Board of Health.

CARRIED

7. ADDENDUM

No addendum.

8. ANNOUNCEMENTS / ENQUIRIES

Dr. Sutcliffe shared that the delegation/presentation for the September Board of Health meeting is cannabis. The topic is timely given the federal government’s announcement yesterday that the Federal Cannabis Act was passed in the Senate and will be proclaimed into law on October 17, 2018, making cannabis legal for recreational use on that date. Meanwhile, we are engaging with the province to ensure we are aware of our Public Health role, particularly our role with the Ontario Cannabis Act. Public Health has the role of health promotion and health protection and will also be looking at its policies and new developments as it relates to being a responsible employer. Locally, we have met with the City of Greater Sudbury, Greater Sudbury Police Services and others to work through implementation to understand issues related to the siting of an Ontario Cannabis Store in Sudbury, as well as enforcement, and education.

The Public Health Sudbury & Districts’ 2017 annual report is now available on the www.phsd.ca website. The report will be shared through social media and emailed to partner agencies. Short bilingual videos are also available on our website from the Board Chair and the Medical Officer of Health.

9. ADJOURNMENT

26-18 ADJOURNMENT

MOVED BY HUSKA – SYKES: THAT we do now adjourn. Time: 2:24 p.m.

CARRIED

(Chair)

(Secretary)

Assiginack Museum Committee Meeting - October 24th, 2017 – 7:00pm

PRESENT – Hugh Moggy, Alice Pennie, Heather McKenzie, John Pennie, Lori Case, Kelsey Maguire.

Hugh motions to approve agenda, John seconds.

John motions to approve minutes of previous meetings, Heather seconds.

AGENDA:

#1: Bus Tours – The bus tours for the year have finished. There were 4 buses from Denure Tours, and 1 bus from Heatherington & Associates. More details of the bus tours are in the Curator Report.

Many thanks to the volunteers that make hosting these tours possible and a success.

What ways could we further advertise to more buses?

#2: Museums of Manitoulin Recap – The Fall 2017 meeting was held at the Gore Bay Harbour Centre on October 18th. 10 people attended. Kelsey attended for the Assiginack Museum. The Ojibwe Cultural Foundation has joined the group. The next meeting is scheduled for May 16, 2018 at 1:00pm at the Sheguiandah Centennial Museum (back-up is the OCF).

#3: Curator Report 2017- Kelsey presented his Curator Report for 2017. Highlights include:

- Total attendance for 2017 was 1514, up from 1443 last year. June, July and August numbers were all up. Regular visitors in September were down, but were balanced out by an additional bus tour.
- 5 school trips. 5 bus tours. Increased Summer Rec attendance.

Could we change the September Hours next year to cover weekends?

Look into getting Assiginack Survey map (or copy) for display in gallery.

NEW BUSINESS:

- The Seniors in the Community Grant is available again this year. Could we reapply the Oral History proposal from last year?
- Algonquin College has forwarded information to the Museum asking if we are interested in Museum Studies Placement Opportunity. Student placement would be between January 8th and April 30th, 2018. Would rely on a student expressing interest in working here for that period, as well as passing an interview with us. Light supervision would also be needed. Since it would be during the off-season and relies on interest from a student to pick ours over other, it may not work out, but can be kept in mind, especially for future.
- Thank you to Lori Case for attending the meeting and expressing interest in joining the committee.

Ideas for next year:

* **Photo Billboard:** Alice proposes that we do a photo cut-out style display at the museum. Something like a Pioneer couple, horse & cutter, or family tree? Something related to the lock-up? **Heather motions we proceed with this idea, Hugh seconds.**

* **Open House:** John suggests an event for people to talk about local history. Could there be music, or involve Burns Wharf? End of June on a Sunday evening (7-9pm)?

* Use for photo displays down at the Mill?

* Still have to update the Reeve portrait display at the museum. Have had trouble matching the frames.

* The Sports Hall of Fame planned for the arena could use some help if Kelsey has time in the winter.

CLOSING: Alice motioned to end meeting at 8:30pm, **Hugh seconds. Next meeting tentatively scheduled for February 13th, 2018.**

Assiginack Museum Committee Meeting - February 13th, 2018 – 7:00pm

PRESENT – Hugh Moggy, Alice Pennie, John Pennie, Lori Case, Kelsey Maguire, Delmer Fields (guest). **ABSENT:** John Pennie, Heather McKenzie

Lori motions to approve agenda, Hugh seconds.

Hugh motions to approve minutes of previous meetings, Lori seconds.

AGENDA:

#1: Winter Updates:

- The Fire Arms Inspection was performed by Jack Gibbs on November 8th, 2017.
- There have been some information requests over the winter, but most intend to come in during the summer when Museum is open.
- The Sports Hall of Fame Hockey display at the arena is still being planned and could use some help from Kelsey eventually.

#2: CSJ Application: The application for the Canada Summer Jobs student has been submitted.

#3: 2018 Season:

- Photo billboard: Kelsey sent some photos of the cell to Alice to pass along to Delmer.
- Open House: We should have another open house day this year. Could it be organized as a part of Jean McLennan's birthday? Kelsey will ask Knox to see what they're planning, and Hugh will ask the Curling Club. Could we do a "Pioneer Day"?
- Delmer arrived at meeting at 7:30 to discuss it and ideas he has for a park display. He would like to do a display in the park. A modular board with changeable pictures that could advertising different events or information about Assiginack. Delmer also has some McLaughlin receipts and documents the museum may be interested in making copies of. A photo billboard for the museum lawn could be made – something like a door similar to the cell inside the museum that people could take their photo at.
- What activities could be held at museum? A Blacksmithing demonstration? Show how to make corn brooms?

CLOSING: Alice motioned to end meeting at 8:20pm, Hugh seconds. Next meeting tentatively scheduled for April 10th, 2018 at 7:00pm.

Assiginack Museum Committee Meeting - May 8th, 2018 – 7:00pm

PRESENT: Hugh Moggy, Alice Pennie, John Pennie, Heather McKenzie, Kelsey Maguire.

ABSENT: Lori Case.

Hugh motions to approve agenda, John seconds.

Alice motions to approve minutes of previous meeting February 13, 2018, Hugh seconds.

AGENDA:

#1. Bus Tours:

Denure Tours has booked 2018 bus & lunch tours for these dates: September 10, September 20, September 21, September 25, October 1, October 2, October 3.

That totals 7 bus tours, but this time last year they also had 7 tours booked and later had to cancel 2 of them, so the number usually will change depending on if they can fill all the buses or not.

#2. Summer Student: The museum summer student this year will be Ella Stewart. She'll start on July 3rd.

#3. Secretary: The Museum Committee needs to elect a new secretary. Since Lori is absent, we will table that until next meeting.

#4. 2018 Season:

- Photo billboard: Delmer has made the photo billboard shaped like the jail cell door. Alice says it looks very good.
- Kelsey will start coming in regularly next week to get the Museum ready for the season.
- Open House: For Jean McLennan's birthday, there is going to be a come-and-go tea at the curling rink. Knox Church is making the lunch for it. Having the museum open house the same day may conflict with this and Jean probably wouldn't be available to come to the museum as well. What other days could we do an open house/pioneer day?
- Alice would like there to be a large map of the Assiginack Township property holders/town plot on display on the wall in the museum. The largest we can print on the museum printer is 11"x17". Alice will look into another printer.

CLOSING: Hugh motioned to end meeting at 8:10pm, John seconds. Next meeting scheduled for June 12th, 2018 at 7:00pm.

Assiginack Museum Committee Meeting - February 13th, 2018 – 7:00pm

PRESENT – Hugh Moggy, Alice Pennie, John Pennie, Lori Case, Kelsey Maguire, Delmer Fields (guest). **ABSENT:** John Pennie, Heather McKenzie

Lori motions to approve agenda, Hugh seconds.

Hugh motions to approve minutes of previous meetings, Lori seconds.

AGENDA:

#1: Winter Updates:

- The Fire Arms Inspection was performed by Jack Gibbs on November 8th, 2017.
- There have been some information requests over the winter, but most intend to come in during the summer when Museum is open.
- The Sports Hall of Fame Hockey display at the arena is still being planned and could use some help from Kelsey eventually.

#2: CSJ Application: The application for the Canada Summer Jobs student has been submitted.

#3: 2018 Season:

- Photo billboard: Kelsey sent some photos of the cell to Alice to pass along to Delmer.
- Open House: We should have another open house day this year. Could it be organized as a part of Jean McLennan's birthday? Kelsey will ask Knox to see what they're planning, and Hugh will ask the Curling Club. Could we do a "Pioneer Day"?
- Delmer arrived at meeting at 7:30 to discuss it and ideas he has for a park display. He would like to do a display in the park. A modular board with changeable pictures that could advertising different events or information about Assiginack. Delmer also has some McLaughlin receipts and documents the museum may be interested in making copies of. A photo billboard for the museum lawn could be made – something like a door similar to the cell inside the museum that people could take their photo at.
- What activities could be held at museum? A Blacksmithing demonstration? Show how to make corn brooms?

CLOSING: Alice motioned to end meeting at 8:20pm, Hugh seconds. Next meeting tentatively scheduled for April 10th, 2018 at 7:00pm.

Assiginack Museum Committee Meeting - June 12th, 2018 – 7:00pm

PRESENT: Hugh Moggy, Alice Pennie, Lori Case, Heather McKenzie, Kelsey Maguire.

ABSENT: John Pennie.

Hugh motions to approve agenda, Alice seconds.

Minutes of previous meeting need to be amended to state that Heather was present. Heather motions to approve amended minutes of previous meeting May 8, 2018. Alice seconds.

AGENDA:

#1. Secretary: Lori accepts the position of secretary. Hugh motions Lori be appointed, all approve.

#2. Museums of Manitoulin meeting recap: Kelsey attended the Museums of Manitoulin meeting on May 16th at the NEMI Centennial Museum in Sheguiandah on behalf of the Assiginack Museum. Meldrum Bay, Gore Bay, and the OCF were unable to attend. The next meeting will be held October 17 at 1pm at the OCF, with South Baymouth as the backup. Highlights included:

- Kelsey distributed copies of our museum's files and archives index, so that the other local museums are aware of what resources we have. The other museums approved of this type of information sharing and said they would put together their own lists to share eventually.
- Roundtable discussions: Mindemoya's new curator has been updating their inventories all winter and they are holding another "Jean's Walk" this year. Kagawong's new exhibit this year will focus on the 80th Anniversary of the death of Danny Dodge. Misery Bay has had new interactive displays installed by Science North. Sheguiandah's Portrait Display Week was just held and the Fall Fair will be at their museum again this year.
- Kelsey was also invited to and attended the Manitoulin Genealogy Society meeting on May 17th. They are in the process of organizing their Fall Fair for this year. On June 4th they dedicated a plaque at Holy Trinity cemetery to Duncan Tinkis, survivor of the sinking of the Asia, donated by Fred Holmes.

#3. CMOG: The Community Museum Operating Grant application for this year is due July 3rd. Kelsey is working on it. The Museum Standards are also scheduled to be updated for the end of this year.

#4. Updates:

- The Horticulture Society planted flowers on June 6th. The sprinkler line to the small flower bed was damaged and will need to be repaired.
- Debajehmujig will be hosting the Community Market at the Queen's Park this year during July. There don't seem to be plans for August, so if the vendors are interested it could return to the museum lawn that month, so long as we can arrange tables.
- David would like to take a break from the Walking Tours this year, but doesn't mind if someone else wants to conduct them. Who would be interested?

#5. School Trips: There are school trips currently booked for June 19th (APS Kindergarten, Grade 1 & 2) and June 26th (CCMcLean Grades 2, 3 & 4). Kelsey has arranged activities for butter making, paper crafts, and scavenger hunt quiz.

NEW BUSINESS:

- Alice has had the big maps printed. Hugh will see if Beacon will laminate them.
- Delmer has the Photo Billboard nearly ready. What would be the best location? May need support rather than left free standing for safety.
- When in August should the open house be?

CLOSING: Heather motioned to end meeting at 8:20pm, Hugh seconds. Next meeting scheduled for July 10th, 2018 at 7:00pm.

**Manitoulin Centennial Manor
Board of Management Meeting
Thursday, June 21st, 2018
“Unapproved Minutes”**

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

1.0 Call to order

Meeting called to order at 10:05 a.m. by Chair, Paul Moffat

2.0 Approval of Agenda

37/18 MacDonald/Suite

That we approve the agenda as presented

...carried

3.0 Approval of Minutes

38/18 Baker/Gauthier

That we approve the minutes of the May 17th, 2018 board meeting with the correction to the fuel tender quotes.

...carried

4.0 Business Arising from Minutes

The board was questioning if the funding for the new nursing positions have come through and if we have people in these positions. We will look into this and provide them with an update at the next meeting.

5.0 Correspondence

- Gordon/Barrie Island – requesting an evening meeting to begin a dialogue on the long term strategic direction and financial implications thereof, over the next 5 year period
- Billings – evening meeting to discuss long-term viability of the manor
- Burpee and Mills – evening meeting to discuss concerns with the ongoing financial operation of manor and its long-term viability

39/18 MacDonald/Rivet

That we respond to their requests and offer a meeting following the availability of the updated Engineer’s report to follow in early September. A representative from each council would be invited to attend at that time.

...carried

6.0 Administrators Report

40/18 Gauthier/Dawn

That we enter into a 1 year maintenance agreement with Total Power for our generator due to the age and issues we previously experienced.

...carried

41/18 MacDonald/Gauthier

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

...carried

8.0 Extencicare Report

42/18 Rivet/Baker

That we approve the Financial Statements at May 31st, 2018 as presented by Keith Clement
...carried

9.0 Fundraising Update

The “Another Step Forward” campaign is off to a slow start. The Manor, with help from the town of NEMI has submitted an application for a \$25,000 grant through the New Horizons for Seniors Program for monies towards this campaign which will benefit our residents greatly.

43/18 Suite/Baker

That we approved the fundraising report as presented by Wendy Gauthier
...carried

10.0 Meeting Date

The next regular board meeting will be held on Thursday, July 19th, 2018 at 10:00 a.m.

10.0 Adjournment

44/18 Orr

That we now adjourn the meeting at 11:23 a.m.
...carried

Administrator's report

HOME: Manitoulin Centennial Manor			
REPORT FOR THE MONTH OF: June 2018			
Occupancy: (if under 97%; discussions with LHIN, etc.)			
<ul style="list-style-type: none"> ➢ 97.92% YTD ➢ CCAC waiting list of 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
June 22 nd , 2018	-----	June 26 th , 2018	
2. Operational /Physical Plant issues:			
<u>DIETARY</u>			
No issues to report at this time			
<u>NURSING</u>			
<ul style="list-style-type: none"> ➢ For the month of June we had the following shifts filled by the agency due to unfilled vacancies. This is down considerably from the previous month. PSW – 7 Registered Staff (RN/RPN) – 3 			
<u>ENVIRONMENTAL</u>			
<ul style="list-style-type: none"> ➢ The installation of the ceiling lifts in the remaining 5 resident rooms will commence on August 7th, 2018. ➢ The capital project summary for the heating, cooling and ventilation system upgrade has been approved by the Ministry of Health & Long Term Care and the work will commence on July 23rd, 2018. Additional costs of \$11,471 will need to be approved for the re-wiring and labour on the 3 new A/C units that were replaced. 			

3. Complaints (Potentially Contentious Issues) - Attach Resident Issue Summary Form:			
4. L.R. / H.R issues / grievances:			
5. Outbreaks details			
6. Regulatory Visits and/or orders received – (MOL, Public Health, Fire etc...)			
7. Most Recent Financials Received – Month: June 2018			
Envelope	Over / under spent amt \$	Reason for Variance	Action plan to address
Nursing (include RAI, BSO,RPN etc)	Overspent by \$29,818 compared to budget		
Programs	Underspent by \$4,013 compared to budget		Surplus used to offset Food and Nursing deficit.
Food	Overspent by \$921 compared to budget		
Accommodation	Underspent by \$58,656 compared to budget		
8. Capital Expenditures .			
9. R & M Expenditures			
10. Accounts receivables (over 90 days) – confirm that you have reviewed this report with your OC and follow up action is in progress			
11. Additional Information			
12. Quality Indicators – QUIP/CIHI			
Comments on Progress – Any concerns, roadblocks to meeting target To be discussed in further detail by the DOC			

MINUTES
COMMUNITY POLICING ADVISORY COMMITTEE MEETING
13 June 2018
MINDEMOYA COUNCIL CHAMBERS
7:00 P.M.

PRESENT: S/Sgt. Kevin WEBB Bruce WOOD
Hugh MOGGY Dale SCOTT
Wayne BAILEY Betty NOBLE
Brian PARKER Eric RUSSELL

Minutes Taken by: Carol FERGUSON

CALL MEETING TO ORDER

Bruce WOOD called the meeting to order at 7:04 p.m.

ADOPTION OF AGENDA

Agenda for meeting was provided to all present. Bruce WOOD asked if there were any additions or any discussion required.

Moved by Dale SCOTT and seconded by Hugh MOGGY that the agenda be adopted.
CARRIED.

ADOPTION OF MINUTES

Minutes of the 18 April 2018 meeting have been circulated and members were asked if there are any errors or omissions. Bruce asked if anyone had anything they wanted to discuss in relation to the minutes.

Moved by Brian PARKER and seconded by Betty NOBLE that the minutes be adopted.
CARRIED.

NEW BUSINESS:

Calls for Service Overview

S/Sgt. WEBB stated that he attended a Gore Bay Council Meeting where he was asked questions about staffing and service delivery in the community since the amalgamation of Espanola OPP. He ran some numbers comparing the first quarter of 2017 to the first quarter of 2018.

Assiginack and Tehkummah Townships

January 2017 – January 2018

Patrol Hours – Increase in hours from 190 hrs to 246 hrs.

Criminal code occurrences – Decrease in occurrences from 386 to 270

Decrease in Provincial Offences from 49 to 13

Increase in traffic enforcement hours from 72 hrs to 90 hrs.

NEMI

Patrol Hours – Increase from 967 to 1131 hrs.

Criminal Code occurrences – Decrease from 1000 to 867

Provincial Stats – increase from 69 to 128

Traffic Enforcement hours – increase from 330 to 481 hrs.

Central Manitoulin

Patrol Hours – Decrease from 246 to 242
 Criminal Code Occurrences – decrease from 610 to 232
 Provincial Stats – decrease from 81 to 31 hrs.
 Traffic Enforcement hours – increase from 144 to 171 hrs.

Gore Bay

Patrol Hours – increase from 441 to 531
 Criminal Code Occurrence – increase from 497 to 1200
 Provincial Stats – increase from 56 to 80
 Traffic Enforcement hours – decrease from 224 to 139

Patrol hours are increasing in the municipalities. Criminal code occurrences are decreasing and this is what we strive for. Statistics are showing no negative impact with amalgamating with Espanola OPP. These numbers are encouraging.

Brian PARKER asked why the increase in criminal code occurrences in the west end. S/Sgt. WEBB indicated he could drill down further. Remembering things like crimes against persons - investigating hours are longer. Brian stated when you see a spike – you wonder why.

S/Sgt. WEBB explained they have broken up the patrol zone into three areas.

- North of Whitefish Falls
- South of Whitefish Falls
- West end

Platoon sergeants try their best to keep 2 members in the west, 2 in the east and 2 in Espanola.

Extra personnel are being brought in for Pearson Cup this weekend. Increased resources are always brought in during festivals, (Massey Fair, Haweater, Gore Bay Harbour Days etc.)

Amalgamation of Espanola Town Police and OPP

Espanola Town Police has voted in favor of amalgamating with Manitoulin/Espanola OPP. Town would like to see the amalgamation happen as early as October. Must be passed through OCOPS before anything moves forward. OPP doesn't come into play until OCOPS makes approval.

Espanola Town employees have met with our municipal policing bureau and employees have received all the details needed in relation to the application process. Members must meet a certain standard. A bar has been set and the members must reach that bar in order to keep their rank status. It's up to the members if they want to come over to the OPP, some members may choose not to.

Hugh MOGGY asked how many employees would Espanola P.S. consist of. S/Sgt. WEBB advised they have 11 members and chief.

Chief of Espanola Police would go through a rank determination process. Could be anywhere from a constable to a S/Sgt. rank.

SAFE STREETS ACT

S/Sgt. WEBB gave an overview of the Police Services Act, 2018. The new Police Services Act, 2018 (PSA) represents the largest policing and public safety transformation in a generation. The PSA is a product of extensive consultation with numerous stakeholders and partners to modernize

our approach to community safety. Before the legislation becomes law, a collection of supporting regulations must be developed. The ministry will continue to seek input from our partners on this critical next phase.

Highlights

- New PSA will modernize our approach to community safety by enabling municipalities to take a leadership role in defining and addressing local needs.
- Municipalities will be mandated to work with police services and local service providers in health care, education and social services to develop and implement community safety and well-being plans that proactively address locally identified priority risks. This collaborative approach to community safety and well-being planning represents a province-wide shift from a reactive approach to a more proactive and holistic approach. This will ensure those in need of help receive the right response, at the right time, and by the right service provider.
- Smaller municipalities will have the discretion and flexibility to create joint community safety and well-being plans with surrounding municipalities or First Nation band councils. New PSA encourages a First Nation band council to prepare and adopt a community safety and well-being plan individually, or jointly, in consultation with other band councils or municipalities.
- The new legislative requirement for community safety and well-being planning will come into force January 1, 2019.
- Moving forward, the Ministry is committed to working with municipal, First Nation and policing partners to identify and develop the appropriate supports required to implement these changes. This includes continuing to transform our grant programs to an outcomes-based funding model that better supports local community safety and well-being initiatives. Further information on grants transformation will be communicated in the coming months.
- Police Service Boards play an important role in governing the delivery of policing in their communities, the PSA will enable boards to make policies relating to the police service or the provision of policing, including the deployment of members, while establishing a prohibition on policies regarding the conduct of specific operations or specific investigations. In addition, police service boards will be required to publish their policies and directions to a chief of police in accordance with the regulations. This legislative clarification will support strong and consistent civilian governance over policing in communities across the province while safeguarding the independence of specific police operations and specific investigations.

All board members will be required to complete training within a prescribed timeframe, including training with respect to human rights and systemic racism, and the rights and cultures of Ontario's First Nation, Inuit and Metis peoples. Other requirements include: strengthening reporting requirements for boards; requiring the municipal council to develop a diversity plan to help ensure that members of a police services board are representative of the community; and increasing the minimum and maximum board size, to five and nine members respectively, based on local needs. The legislation also expands the list of circumstances prohibiting individuals from becoming board members to ensure the integrity of civilian governance.

S/Sgt. WEBB indicated that Police Service Boards are very involved in reporting back to municipalities. The new act will allow for Manitoulin to be a collective group.

A question was asked as to whether each municipality will have a representative at the table or will it be mainly the Mayor or Reeve. S/Sgt. WEBB advised that the government would appoint 2 persons and these persons would be trained.

MARINE PROGRAM

Marine schedule has been finalized. One full-time marine officer has been identified and will work marine for the summer months. We have 8 trained marine officers who will also be out doing patrols as well. SAVE Officer will be working on the island for approx.. 5 full or partial weeks. S/Sgt. WEBB stated if there is an event going on in your municipality to let him know and he will try his best to get the marine vessel to your area.

Summer Admin. Student has been hired. Her name is Kylie CRANSTON. She is very interested in a policing career so we will try and expose her to as much as possible. The summer student position was formerly a marine position but this not be the case any longer.

ROUND TABLE

Dale SCOTT advised all was well in Central Manitoulin
Hugh MOGGY stated no concerns in Assiginack

Wayne BAILEY advised they have a couple incidents they have concerns about. A female person has a tendency of driving and pulling in front of people then slams on brakes – near misses. This same person as well as a friend are dumping garbage all over the municipality. Officer did take these ladies to the local landfill site so they would know where their trash should be going. However, dumping of trash continues throughout the municipality. Municipal employees have been cleaning up after these women and are very upset about it. Municipal lawyer has been contacted and lawyer has advised these women can be charged and monies could be recouped for the work of cleaning up after them. S/Sgt. WEBB advised he would speak to Cst. ROBERTSON about this issue.

Eric RUSSELL stated ongoing issue with stop sign continues. Now with the detour its even worse. Persons travelling Smeltzer Rd to Tehkummah are speeding as well. S/Sgt. WEBB advised he has had officers sit in Tehkummah in view of stop sign as well he has gone there twice. Both times there was no issue.

Betty NOBLE mentioned there are no issues in Gordon/Barrie Island

Brian PARKER indicated that the cones seem to be working. Municipal employees are leaving them out all night. However, over the long weekend they were not put out.

Brian mentioned with the fires being investigated in Rockville – fire chief would like to be contacted. Sometimes fire chiefs are not made aware.

DATE AND TIME OF NEXT MEETING

September 12, 2018 - 7:00 p.m. – Mindemoya Council Chambers

Motion to adjourn by Brian PARKER at 8:05 p.m.

"Police, at all times, should maintain a relationship with the public that gives reality to the historic tradition that the police are the public and the public are the police; the police being only members of the public who are paid to give full-time attention to duties which are incumbent on every citizen in the interests of community welfare and existence".

Ministry of the Environment and
Climate Change

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



Safe Drinking Water Branch

Direction du contrôle de la qualité de
l'eau potable

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

Bureau du district de Sudbury
199, rue Larch
Bureau 1201
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RECEIVED
JUN 28 2018

June 28, 2018

Mr. Alton Hobbs
Clerk/Treasurer
Municipality of Assiginack
Box 238, Manitowaning, Ontario
POP 1N0

Dear Mr. Hobbs:

With regard to the May 16, 2018, Sunsite Estates Drinking Water System inspection, please find enclosed the resulting annual inspection report.

Note that the section of the report entitled "Summary of Best Practice Issues and Recommendations" is included not as a regulatory review but to encourage greater effectiveness in drinking water system operations.

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

Your staff's cooperation during the inspection was appreciated. Please feel free to contact me at 705 564-7174, should you have questions.

Sincerely,

Maureen Spinney
Water Inspector
Sudbury District Office

cc. Ms. Sarah Beaulieu, OCWA
Mr. Burgess Hawkins, Manager, Sudbury District Health Unit



Ministry of the Environment and Climate Change

**SUNSITE ESTATES SUBDIVISION DRINKING WATER SYSTEM
Inspection Report**

Site Number:	220008471
Inspection Number:	1-19TD7
Date of Inspection:	May 16, 2018
Inspected By:	Maureen Spinney

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APPENDICES

APPENDIX A	MUNICIPAL REFERENCE GUIDE
APPENDIX B	MDWL
APPENDIX C	DWWP
APPENDIX D	PTTW
APPENDIX E	INSPECTION RATING RECORD

OWNER INFORMATION:

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

CONTACT INFORMATION

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

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

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

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

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

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

INSPECTION DETAILS:

Site Name:	SUNSITE ESTATES SUBDIVISION DRINKING WATER SYSTEM
Site Address:	15 MOGGY FAIRWAY SUNSITE ESTATES ON
County/District:	Assiginack
MOECC District/Area Office:	Sudbury District
Health Unit:	SUDBURY AND DISTRICT HEALTH UNIT
Conservation Authority:	

MNR Office: Sudbury Regional Office
Category: Small Municipal Residential
Site Number: 220008471
Inspection Type: Unannounced
Inspection Number: 1-19TD7
Date of Inspection: May 16, 2018
Date of Previous Inspection: Oct 26, 2017

COMPONENTS DESCRIPTION

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

Site (Name): SOURCE WATER
Type: Source
Sub Type: Surface Water

Comments:

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

The Drinking Water Works Permit indicates the intake is 185 m long, 150 mm in diameter with a flared elbow intake inside a cribbed structure. A zebra mussel chlorine injection line with chemical diffuser has been installed at the intake screen along with a raw water sampling line (25 mm in diameter). Water is gravity fed to the low lift pumping station.

A low lift pump, which maintains pressure in the header pipe feeding the membranes, and the zebra mussel control system are located in the low lift pump station. A 75mm diameter raw water line runs from the low lift station to the plant (approximately 145 metres).

Site (Name): TREATED WATER
Type: Treated Water POE
Sub Type: Treatment Facility

Comments:

The Class 2 membrane filtration water treatment plant has been operational since June 20, 2007. The system has been operated by Ontario Clean Water Agency (OCWA) since October 2007.

Pre-treatment includes straining, addition of pH adjustment (if necessary) and addition of alum (if necessary) to enhance filtration. It is noted that neither pH adjustment or the addition of alum has ever been required at this plant.

Treatment includes, US Filter pressurized skid mounted membrane filtration units (2 trains, each can be isolated for maintenance), followed by pre chlorination in baffled contact cells beside the facility. GAC filters, included in DWWP/MDWL, to be used when taste and odour are problematic, and may be installed in the future. Post chlorination injection is available (injection at header - just prior to discharge) at the plant, but has not yet been used.

Membranes in use are rated as microfiltration with associated pore sizes of 0.1 to 1.0 micrometres.

Two below ground clear wells located adjacent to the plant provide a total storage volume of 93 cubic metres.

The membrane cleaning process involves backwash cycles using pressurized air that occur every 22 to 30 minutes. Clean in Place (CIP) cycles occur as necessary and include treatment with sodium hypochlorite which assists in removal of organics and citric acid for the removal of inorganics. Neutralization of CIP effluent occurs using "Captor"

which is a calcium thiosulfate solution or caustic soda. CIP analyzer determines ORP on wastewater prior to discharge. Backwash reservoir waste and neutralized wastewater are discharged to a nearby ditch and on to Manitowaning Bay.

The operating system (SCADA) in use includes control features at site and in nearby Manitowaning. On site there is a panel display and a datalogger.

Site (Name): DISTRIBUTION

Type: Other

Sub Type: Class I

Comments:

This distribution system, which was commissioned in 1973, is a Class 1 system. The serviced population is approximately 65 permanent and seasonal residents.

This distribution system serves approximately 64 lots, 42 of which include buildings. Many of these locations are seasonal cottages. This small distribution system has two dead end locations, 2 x 1.5 inch blowoffs and a half inch goose neck pipe (formerly allowed to flow continuously but now with a curb stop, this site is used for sampling). The system is constructed of PVC pipes. No hydrants are connected nor are there private lines connected to the system. Metering is not in place on water services.

An outside tap is located at water plant, but is purely used by operator and is thus valved off inside the plant.

INSPECTION SUMMARY:

Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment and Climate Change (MOECC) legislation as well as evaluating conformance with ministry drinking water policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as management practices.

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

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

The review period for this inspection is October 1, 2017 to April 30, 2018.

Source

- Trends in source water quality were being monitored.

Turbidity, pH and temperature are monitored in source water, with results identified on daily rounds sheets.

No sources of contamination were identified by the operating authority.

Permit To Take Water

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

PTTW #7151-ABEK4P establishes a maximum instantaneous flow rate of 379L/min (6.317L/sec) and/or a maximum of 276,480 L/day (276.5m³/day). The Annual Report for 2017 establishes actual takings as follows: raw water maximum flow rate of 146m³/day and a maximum instantaneous flow rate of 4.17L/sec.

Capacity Assessment

- There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking Water Works Permit issued under Part V of the SDWA.
- The flow measuring devices were calibrated or verified in accordance with the requirements of the Municipal Drinking Water Licence issued under Part V of the SDWA.
Flow meters were calibrated on March 22, 2018.
- The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the Municipal Drinking Water Licence issued under Part V of the SDWA.
Schedule C of the MDWL (254-101) establishes a rated capacity of 220m³/day. During 2017, records indicate a treated water maximum flow rate of 139m³/day which is 63% of capacity.
- Appropriate records of flows and any capacity exceedances were made in accordance with the Municipal Drinking Water Licence issued under Part V of the SDWA.

Capacity Assessment
Treatment Processes

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

The Sunsite Estates water plant uses a process that includes membrane filtration (microfiltration) followed by chemical disinfection with sodium hypochlorite to achieve the required log removal/inactivation credits. The following table summarizes the required log removal/inactivation and the credits assigned to each stage of the treatment process, as per Schedule E of the MDWL.

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

MEMBRANE FILTRATION:

As per Schedule E the following criteria must be met at all times:

1. Maintain effective backwash procedures. During review period there was no indication of problems.
2. Monitor the integrity of the membranes by continuous particle counting or equivalent means (i.e. pressure decay measurements). During review period operator indicates pressure decay testing occurred normally. Operator indicates filters are set to run backwash cycles and membrane integrity tests on pre-set schedules with pressure decay tests every 24 hours.
3. Continuously monitor filtrate turbidity. During review period there was no indication of problems. Though some daily Process Value Summary sheets indicated loss of data, Wonderware continues to record data. Also an onsite datalogger can be used to review trending.
4. Meet the performance criterion for filtered water turbidity of less than or equal to 0.1 NTU in 99% of the measurements each month. Over the past year efforts have been taken to adjust programming to accommodate the need for accuracy. Filter efficiency requirements appear to be met, however there are a few concerns:
 - It is noted that filter efficiency calculations are based on a dataset which excludes time when flow to clearwell is zero, but PVS daily data sheets include such periods. Thus the two datasets can appear contradictory.
 - Daily PVS data sheets provide a running calculation of monthly filter efficiency. On day one of each month, 0.02 hours of run time is logged. This is not accurate.
 - Power bumps cause havoc in PVS data.

Thus the operator is encouraged to continue to examine daily data, make notes on outlier data, and, verify the accuracy of filter efficiency calculations.

CHLORINATION:

The chlorine disinfection component of this system must achieve a minimum of 0.5-log inactivation of Giardia and 4-log inactivation of viruses. A standard operating procedure has been developed for this facility that requires a CT calculation to be completed and recorded any time the chlorine levels leaving the clearwell are 0.80 mg/L or less, as confirmed in the logbook.

Treatment Processes

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

Treatment Process Monitoring

- Primary disinfection chlorine monitoring was conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved.

Chlorine is injected just past completion of filtration, as water enters contact tank. A sample is drawn from a point as water is leaving the clearwell. A seldom used manually triggered trim chlorine system is also available which would inject sodium hypochlorite at a point just prior to water entering the distribution system. The operator is aware that, due to a lack of contact time, the use of the trim chlorine system may mean water is not properly disinfected prior to use by the first consumer.

It is recommended that the operating authority provide training on trim chlorine system, to operators who are unfamiliar with this system. It may be useful to do this at the same time as the on site training for the new membrane system.

- Operators were aware of the operational criteria necessary to achieve primary disinfection within the drinking water system.
- Continuous monitoring of each filter effluent line was being performed for turbidity.

Note that the operator reviews data from SCADA through an autprinted form entitled "Process Values Summary". This data can sometimes (after a power bump/outage) be missing, but a datalogger is present and maintains data for at least three days. Also Wonderware reports capture the full dataset.

- The secondary disinfectant residual was measured as required for the distribution system.

During the month of December, free chlorine residual samples were performed in the distribution system on the December 6th and 8th, 15 minutes less than 48 hours apart. Sampling should be carefully timed to avoid noncompliance.

- Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.
- Samples for chlorine residual analysis were tested using an acceptable portable device.

The operating authority requires annual calibration by manufacturer based technicians of all portable DPD kits. Work orders are used to track this activity.

Treatment Process Monitoring

- **All continuous monitoring equipment utilized for sampling and testing required by O. Reg. 170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6.**

The chlorine system is alarmed at 0.85mg/l, with a low, low alarm at 0.8mg/l with no set delay. A lockout exists, which ensures that the filter trains are shut down when chlorine levels drop below 0.6mg/l.

The operator calculates CT when levels are less than 0.8mg/l. This was verified.

Filtrate turbidity alarms are set at 0.2NTU, with no set delay. Higher turbidity levels result in the shut down of the filter train.

The operator tracks filtrate turbidity in excess of 0.1NTU, in order to evaluate filter efficiency ratings.

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

Process Wastewater

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

The operator indicates sludge has never been removed from the settling tank. Sludge depth should be measured and removed if required.

- **The process wastewater discharge monitoring program and discharge quality complied with requirements established in the Municipal Drinking Water Licence Issued under Part V of the SDWA.**
Requirements include quarterly composite sampling with limits of <25mg/l.

Distribution System

- **The owner did not have a program or maintained a schedule for routine cleanout, inspection and maintenance of reservoirs and elevated storage tanks within the distribution system.**
It is recommended that the operating authority create a work order for the periodic inspection of the clearwell.
- **Existing parts of the distribution system that are taken out of service for inspection, repair or other activities that may lead to contamination, and all new parts of the distribution system that come in contact with drinking water, were disinfected in accordance with Schedule B, Condition 2.3 of the Drinking Water Works Permit, or an equivalent procedure (i.e. the Watermain Disinfection Procedure).**
The operating authority requires use of the MOECC's Watermain Disinfection Procedure. There is an SOP on this matter and operators must complete specific forms when disinfecting watermain.
- **The owner had not implemented a program for the flushing of watermains as per industry standards.**
Operator indicates that this system is quite small with only two dead ends, two small diameter (1.5 inch) blowoffs

Distribution System

- and no hydrants. Bleeders can be used to assure good chlorine residual levels.
- **Records confirmed that disinfectant residuals were routinely checked at the extremities and "dead ends" of the distribution system.**
 - **A program was in place for inspecting and exercising valves.**
Operator completes program during the spring each year. There are 11 valves in the system.
 - **The owner was able to maintain proper pressures in the distribution system and pressure was monitored to alert the operator of conditions which may lead to loss of pressure below the value under which the system is designed to operate.**
Operator indicates that pressure is maintained between 20 to 40psi.

Operations Manuals

- **Operators and maintenance personnel had ready access to operations and maintenance manuals.**
- **The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.**
Owner and operating authority are reminded that operating procedures are required prior to commissioning of new membrane filters. Also updates to the operating manuals including drawings/specs/flow diagrams are required within one year of the substantial completion of the alteration.
- **The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.**

Logbooks

- **Logbooks were properly maintained and contained the required information.**
- **Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.**
The owner and operating authority are reminded that licenced operators are required when any adjustments are made to treatment. Caution is advised during installation of new filters - this should form part of the contingency plan.
- **For every required operational test and every required sample, a record was made of the date, time, location, name of the person conducting the test and result of the test.**
- **The operator-in-charge ensured that records were maintained of all adjustments made to the processes within his or her responsibility.**
- **Logs or other record keeping mechanisms were available for at least five (5) years.**

Contingency/Emergency Planning

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

Contingency/Emergency Planning

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

Security

- **All storage facilities were completely covered and secure.**
- **Air vents and overflows associated with reservoirs and elevated storage structures were equipped with screens.**
- **The owner had provided security measures to protect components of the drinking water system.**
Security measures are in place.

Certification and Training

- **The overall responsible operator had been designated for each subsystem.**
The ORO is the operator on call. This is an established routine within the Espanola hub. ORO's are aware of which operator is on call and who is unavailable.
- **Operators in charge had been designated for all subsystems which comprised the drinking-water system.**
The OIC is the operator on duty. This is an established routine within the Espanola hub. OIC's are aware of which operator is on duty.
The Operator in Charge has specific duties as described in Section 26 of Regulation 128.
- **All activities that were undertaken by uncertified persons in the DW subsystems were overseen by persons having the prescribed qualifications.**
The operating authority is reminded that this requirement must form part of the plan for the upcoming membrane replacement project.
- **All operators possessed the required certification.**
- **Only certified operators made adjustments to the treatment equipment.**

Water Quality Monitoring

- **All microbiological water quality monitoring requirements for distribution samples prescribed by legislation were being met.**
Sampling in the distribution system is required once every two weeks with testing for E.coli, total coliforms and heterotrophic plate count.
- **All inorganic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**
Samples are required to be taken at least once every 60 months. The last set of samples were taken January 15, 2015.

Water Quality Monitoring

- **All organic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**
Samples are required to be taken at least once every 60 months. The last set of samples were taken January 15, 2015.
- **All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.**
The operating authority pursues sampling a minimum of once every 3 months as follows:
July 11, 2017 @ 19.2ug/l
October 02, 2017 @ 30.9ug/l
January 9, 2018 @ 23.1ug/l
April 9, 2018 @ 19.5ug/l

RAA = 23.18ug/l.
- **All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.**
The operating authority pursues sampling a minimum of once every 3 months as follows:
July 11, 2017 @ 39ug/l
October 02, 2017 @ 60ug/l
January 9, 2018 @ 38ug/l
April 9, 2018 @ 33ug/l

RAA = 42.5ug/l.
- **All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency for the DWS.**
The operating authority pursues sampling a minimum of once every 3 months.
- **All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**
The operating authority pursues sampling, a minimum of once every 60 months. Last sample occurred on January 7, 2014, with results of 6.91mg/l.
- **All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**
The operating authority pursues sampling, a minimum of once every 60 months. Last sample occurred on January 7, 2014, with results of 0.08mg/l.
- **The owner ensured that water samples were taken at the prescribed location.**
- **All water quality monitoring requirements imposed by the Municipal Drinking Water Licence and Drinking Water Works Permit were being met.**
Table 3 and Table 7 of Schedule C, MDWL requires quarterly composite sampling of backwash water at point of discharge for total suspended solids(TSS).
The operating authority pursues sampling a minimum of once every 3 months as follows:
October 02, 2017 @ <2mg/l
January 9, 2018 @ <2mg/l
April 9, 2018 @ 4mg/l.

Water Quality Monitoring

- All sampling requirements for lead prescribed by schedule 15.1 of O. Reg. 170/03 were being met. Sunsite Estates water treatment system qualifies for the exempt stage of lead sampling.

The operating authority ensures every third year, a minimum of 1 lead sample is taken in the distribution system and, pH and alkalinity are taken every sampling period (winter and summer).

- Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.
- The drinking water system owner submitted written notices to the Director that identified the laboratories that were conducting tests for parameters required by legislation, Order, Drinking Water Works Permit or Municipal Drinking Water Licence.
- The owner indicated that the required records are kept and will be kept for the required time period.

Water Quality Assessment

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

Reporting & Corrective Actions

- Corrective actions (as per Schedule 18) had been taken to address adverse conditions, including any other steps that were directed by the Medical Officer of Health.
AWQI #137893 was issued November 7, 2017 for the loss of pressure in the main pipe to the distribution system as maintenance was being performed. A Boil Water Advisory was issued proactively as this was scheduled maintenance work.
- All required written notices of adverse water quality incidents were provided as per O. Reg. 170/03 16-7.
- In instances where written notice of issue resolution was required by regulation, the notice was provided as per O. Reg. 170/03 16-9.
- Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.
Records provided indicate an average response time of 37 minutes, with a maximum response time of 45 minutes. The operator notes that the clearwell provides approximately 2 days storage of drinking water.
- The Annual Report containing the required information was prepared by February 28th of the following year.
- All changes to the system registration information were provided within ten (10) days of the change.
- The owner had evidence that all required notifications to all legal owners associated with the Drinking Water System had been made during the inspection period.

Other Inspection Findings

- The following issues were also noted during the inspection:

Please see Best Practices Section.

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

As described within a June 6, 2018, email to the OCWA hub Manager, MOECC Approvals staff have provided the following direction regarding amending the DWWP:

"Yes, they will need to submit a DWWP amendment application. Since this is not a full replacement of a membrane treatment system, rather than the \$3000 application fee for the category of "replacement treatment modules", please advise them they can submit the application under the fee category "in any other case" for \$600 plus the \$200 general application fee."

Removal of unused treatment equipment. The operating authority notes that the coagulant system (as well as the pH control system) has never been used at this plant. The equipment though standing idle, requires periodic maintenance to ensure functionality. As a cost savings measure, the pumps will be reused at other points within the plant. The DWWP would need to be altered to accommodate these changes. Details can be included in the application for amending the DWWP described above.

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

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

Not Applicable

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

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

1. **The owner did not have a program or maintained a schedule for routine cleanout, inspection and maintenance of reservoirs and elevated storage tanks within the distribution system.**

There is no scheduled cleanout and inspection of the clearwells.

Recommendation:

It is recommended that the operating authority create a work order for the periodic inspection of the clearwell.

2. **The owner had not implemented a program for the flushing of watermains as per industry standards.** Operator indicates that this system is quite small with only two dead ends, two small diameter (1.5 inch) blowoffs and no hydrants. Bleeders can be used to assure good chlorine residual levels.

Recommendation:

It is recommended that operator monitor chlorine residuals over time for decay rate and use of bleeders.

3. **The following issues were also noted during the inspection:**

1. **Sampling:** During the month of December 2017, free chlorine residual samples were performed in the distribution system on the December 6th and 8th, 15 minutes less than 48 hours apart.

2. **Training on trim chlorine system.**

3. **It was noted during the inspection that sludge/solids have never been removed from this facility.**

4. **Within the logbook, the operator cites equipment out of service (EOS) at the end of the shift as required by Regulation 128. During the inspection it was noted that highlift pump #3 was cited as EOS for approximately 2 years. There are 2 other highlift pumps for this small system, allowing one to be duty pump while the other can serve as a standby pump.**

5. **A performance criterion for filtered water turbidity of less than or equal to 0.1 NTU in 99% of the measurements each month, is required. Over the past year efforts have been taken to adjust programming to accommodate the need for accuracy. Filter efficiency requirements appear to be met, however there are a few concerns.**

6. **Installation of new membranes at plant.**

Recommendation:

1. **Sampling should be carefully timed to avoid non-compliance.**

2. **Trim chlorine:** It is recommended that the operating authority provide training on trim chlorine system, to operators who are unfamiliar with this system. It may be useful to do this at the same time as the on-site training for the new membrane system.

3. **Sludge:** The operator indicates that he will perform an assessment of sludge depth in settling tank this year. The operating authority should subsequently generate a work order for the periodic assessment of sludge depth at this site.

-
4. EOS: It is recommended that the affected pump be repaired and returned to service. Alternatively the DWWP can be amended.
 5. Filter efficiency: The operator is encouraged to continue to examine daily data, make notes on outlier data, and verify the accuracy of filter efficiency calculations.
 6. New membranes at plant: The owner and operating authority are reminded that licenced operators are required when any adjustments are made to treatment. Caution is advised during installation of new filters - this should form part of the contingency plan.

Owner and operating authority are reminded that operating procedures are required prior to commissioning of new membrane filters. The associated on-site training for operators is recommended. Also, updates to the operating manuals including drawings/specs/flow diagrams are required within one year of the substantial completion of the alteration.

SIGNATURES

Inspected By:

Maureen Spinney

Signature: (Provincial Officer)



Reviewed & Approved By:

Marnie Managhan

Signature: (Supervisor)



Review & Approval Date:

June 28/18

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

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Range: **From:** **To:** **From:** **To:**
 Vendor ID First Last Chequebook ID First Last
 Vendor Name First Last Cheque Number 0027881 0027899
 Cheque Date First Last

Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	Date:	Vendor:	Amount:
0027881	28/06/2018	ALLEN'S AUTOMOTIVE GROUP	\$753.39
InvNo: 690108	InvDesc: wratchet binders float	InvAmt: \$146.88	
InvNo: 691872	InvDesc: 10w30 oil	InvAmt: \$18.34	
InvNo: 692082	InvDesc: spark plug/filters (trimmers)	InvAmt: \$45.08	
InvNo: 692088	InvDesc: air filter	InvAmt: \$99.46	
InvNo: 692322	InvDesc: battery (kubota)	InvAmt: \$149.28	
InvNo: 692402	InvDesc: fuel hose	InvAmt: \$8.54	
InvNo: 692404	InvDesc: trimmer line	InvAmt: \$40.67	
InvNo: 692980	InvDesc: fittings	InvAmt: \$4.85	
InvNo: 694361	InvDesc: white paint	InvAmt: \$90.11	
InvNo: 694592	InvDesc: marking paint	InvAmt: \$150.18	
InvNo: 291393	InvDesc: cotter pins	InvAmt: \$6.10	
0027882	28/06/2018	B.A.M.M.-BRENDAN ADDISON MOBILE MECHANIC/	\$1,889.25
InvNo: 192	InvDesc: repair excavator #1	InvAmt: \$1,180.85	
InvNo: 191	InvDesc: float inspection	InvAmt: \$708.40	
0027883	28/06/2018	CEDAR CHALET	\$22.60
InvNo: 15-18	InvDesc: pec-walk.pole party snacks	InvAmt: \$22.60	
0027884	28/06/2018	HEROLD SUPPLY	\$928.26
InvNo: IN9630	InvDesc: starter #1	InvAmt: \$605.96	
InvNo: 9793	InvDesc: alternator #1	InvAmt: \$322.30	
0027885	28/06/2018	HUGHES SUPPLY COMPANY	\$20.22
InvNo: 40223	InvDesc: bar&driver	InvAmt: \$20.22	
0027886	28/06/2018	MANITOU LIN CHRYSLER LIMITED	\$167.81
InvNo: 86936	InvDesc: repair pressure sensor #6	InvAmt: \$167.81	
0027887	28/06/2018	MANITOWANING MILL & HOME BUILDING CENTRE	\$207.02
InvNo: 0131599	InvDesc: dump keys/yellow paint	InvAmt: \$198.02	
InvNo: 0133095	InvDesc: bushing & coupling	InvAmt: \$9.00	
0027888	28/06/2018	MANITOWANING FRESHMART	\$19.47
InvNo: 00403822	InvDesc: water	InvAmt: \$19.47	
0027889	28/06/2018	MCDUGALL FUELS	\$76.23
InvNo: 3389750	InvDesc: propane	InvAmt: \$76.23	

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

ChqNo:	Date:	Vendor:	Amount:
0027890	28/06/2018	MSC INDUSTRIAL SUPPLY ULC	\$257.86
InvNo: 2124765001	InvDesc: cable ties/washers/bolts/batt	InvAmt: \$257.86	
0027891	28/06/2018	NEW NORTH FUELS INC	\$970.67
InvNo: 462292	InvDesc: grease	InvAmt: \$518.67	
InvNo: 462291	InvDesc: fuel pump	InvAmt: \$452.00	
0027892	28/06/2018	NORTRAX CANADA INC	\$73.16
InvNo: 997993	InvDesc: bolts #1	InvAmt: \$73.16	
0027893	28/06/2018	POLLARD HIGHWAY PRODUCTS	\$17,375.02
InvNo: 56132	InvDesc: calcium	InvAmt: \$17,375.02	
0027894	28/06/2018	REGIONAL SPRING SERVICE	\$226.00
InvNo: 160716	InvDesc: axle #4	InvAmt: \$226.00	
0027895	28/06/2018	STRONGCO LIMITED PARTNERSHIP	\$494.14
InvNo: 90578555	InvDesc: universal #9	InvAmt: \$494.14	
0027896	28/06/2018	DONALD O'BRIEN	\$200.00
InvNo: 2018-02	InvDesc: welding #1	InvAmt: \$200.00	
0027897	28/06/2018	HENDERSON RECREATION EQUIPMENT LTD	\$1,042.99
InvNo: 124014	InvDesc: hkcc grant-playground equip	InvAmt: \$1,042.99	
0027898	28/06/2018	TROY COOPER	\$5,000.00
InvNo: 2018 2ND INSTALLMENT	InvDesc: marina-2nd installment	InvAmt: \$5,000.00	
0027899	28/06/2018	WURTH CANADA LTD	\$194.36
InvNo: 23084644	InvDesc: cutting wheels	InvAmt: \$194.36	

*** End of Report ***

Report Total:

\$29,918.45

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 0027913 0027947
 Cheque Date First Last

Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	Date:	Vendor:	Amount:
0027913	09/07/2018	AGAT LABORATORIES	\$3,250.45
InvNo: 18488406E	InvDesc: landfill eca-water sampling	InvAmt: \$3,250.45	
0027914	09/07/2018	ALLEN'S AUTOMOTIVE GROUP	\$97.97
InvNo: 695299	InvDesc: oil/gasoline	InvAmt: \$44.44	
InvNo: 698644	InvDesc: lawn tractor parts	InvAmt: \$26.79	
InvNo: 699227	InvDesc: po-broom	InvAmt: \$26.74	
0027915	09/07/2018	TOWNSHIP OF ASSIGINACK	\$4,942.78
InvNo: 2018 2ND HALF	InvDesc: 2018 2nd half w/s mun.bldgs	InvAmt: \$4,942.78	
0027916	09/07/2018	CAMBRIAN TRUCK CENTRE INC.	\$31.20
InvNo: SIW76237/76238	InvDesc: pw-parts	InvAmt: \$31.20	
0027917	09/07/2018	COMPUTREK	\$753.03
InvNo: 17479	InvDesc: july it support plan	InvAmt: \$711.90	
InvNo: 17605	InvDesc: offsite backup storage	InvAmt: \$41.13	
0027918	09/07/2018	ENCOMPASSIT.CA	\$282.50
InvNo: IN-05305	InvDesc: managed assets (2018)	InvAmt: \$282.50	
0027919	09/07/2018	EXP SERVICES INC.	\$8,978.17
InvNo: 442547	InvDesc: wtp membrane project	InvAmt: \$4,189.48	
InvNo: 442935	InvDesc: landfill eca-mon./training	InvAmt: \$4,788.69	
0027920	09/07/2018	GERRY STRONG	\$307.70
InvNo: JULY 9 2018	InvDesc: bldg insp mileage	InvAmt: \$307.70	
0027921	09/07/2018	HYDRO ONE NETWORKS INC.	\$7,235.40
InvNo: JUNE 26 2018 PW	InvDesc: pw-microfit	InvAmt: \$6.10	
InvNo: JUNE 25 2018 MTG WTP	InvDesc: mtg wtp	InvAmt: \$4,854.25	
InvNo: JUNE 27 2018 LAGOON	InvDesc: lagoon	InvAmt: \$1,556.41	
InvNo: JULY 3 2018 ARENA	InvDesc: arena	InvAmt: \$377.31	
InvNo: JULY 3 2018 PW	InvDesc: pw	InvAmt: \$295.39	
InvNo: JULY 3 2018 NORISLE	InvDesc: norisle heritage park	InvAmt: \$56.31	
InvNo: JULY 3 2018 DEPOT	InvDesc: depot	InvAmt: \$89.63	
0027922	09/07/2018	JACKIE WHITE	\$100.00
InvNo: JULY 4 2018	InvDesc: open swim advert.reimburse.	InvAmt: \$100.00	
0027923	09/07/2018	JJ POLE LINE CONSTRUCTION	\$391.83
InvNo: 1504	InvDesc: street lite repairs	InvAmt: \$391.83	

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

ChqNo:	0027924	Date:	09/07/2018	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$160.60
InvNo:	0135616	InvDesc:	mod bldg-roof repairs supplies	InvAmt:	\$160.60		
ChqNo:	0027925	Date:	09/07/2018	Vendor:	MANITOULIN-SUDBURY DISTRICT SOCIAL SERVIC	Amount:	\$30,451.08
InvNo:	IN000015724	InvDesc:	july amb/social assistance	InvAmt:	\$30,451.08		
ChqNo:	0027926	Date:	09/07/2018	Vendor:	MANITOULIN EXPOSITOR	Amount:	\$60.95
InvNo:	98801	InvDesc:	advertising	InvAmt:	\$60.95		
ChqNo:	0027927	Date:	09/07/2018	Vendor:	MINISTER OF FINANCE	Amount:	\$1,152.24
InvNo:	JUNE 2018	InvDesc:	june eht remittance	InvAmt:	\$1,152.24		
ChqNo:	0027928	Date:	09/07/2018	Vendor:	MINISTER OF FINANCE	Amount:	\$370.00
InvNo:	102781	InvDesc:	sign renewal	InvAmt:	\$150.00		
InvNo:	102569	InvDesc:	sign renewals	InvAmt:	\$220.00		
ChqNo:	0027929	Date:	09/07/2018	Vendor:	MUNICIPAL PROPERTY ASSESSMENT CORP.	Amount:	\$10,397.35
InvNo:	1800021039	InvDesc:	2018 3rd qtr billing	InvAmt:	\$10,397.35		
ChqNo:	0027930	Date:	09/07/2018	Vendor:	NORTHERN 911	Amount:	\$233.44
InvNo:	21216-07012018	InvDesc:	july 911 fire dispatch	InvAmt:	\$233.44		
ChqNo:	0027931	Date:	09/07/2018	Vendor:	OMERS	Amount:	\$8,761.04
InvNo:	JUNE 2018	InvDesc:	june omers remittance	InvAmt:	\$8,761.04		
ChqNo:	0027932	Date:	09/07/2018	Vendor:	PAUL METHNER	Amount:	\$1,100.00
InvNo:	2018-06-03	InvDesc:	june 2018 animal control	InvAmt:	\$1,100.00		
ChqNo:	0027933	Date:	09/07/2018	Vendor:	PURULATOR COURIER	Amount:	\$45.82
InvNo:	438485442	InvDesc:	freight	InvAmt:	\$45.82		
ChqNo:	0027934	Date:	09/07/2018	Vendor:	RALF ISLAND TRUCK PARTS	Amount:	\$191.13
InvNo:	3000	InvDesc:	pw-clamps/connectors	InvAmt:	\$191.13		
ChqNo:	0027935	Date:	09/07/2018	Vendor:	RECEIVER GENERAL	Amount:	\$17,620.18
InvNo:	JUNE 2018	InvDesc:	june source deductions	InvAmt:	\$17,620.18		
ChqNo:	0027936	Date:	09/07/2018	Vendor:	SCOT HUGHSON	Amount:	\$100.00
InvNo:	JULY 1 2018	InvDesc:	canada day-rural roots	InvAmt:	\$100.00		
ChqNo:	0027937	Date:	09/07/2018	Vendor:	SUPERIOR PROPANE INC.	Amount:	\$470.30
InvNo:	20424332	InvDesc:	mun.office-generator propane	InvAmt:	\$434.70		
InvNo:	20480367	InvDesc:	pw-cylinder rental	InvAmt:	\$11.87		
InvNo:	20480368	InvDesc:	arena-cylinder rental	InvAmt:	\$23.73		
ChqNo:	0027938	Date:	09/07/2018	Vendor:	ROBERT PENNIE	Amount:	\$465.84
InvNo:	FEB 15 2018	InvDesc:	livestock comp (feb 15 2018)	InvAmt:	\$161.28		
InvNo:	MAY 6 2018	InvDesc:	livestock comp (may 6 2018)	InvAmt:	\$304.56		
ChqNo:	0027940	Date:	09/07/2018	Vendor:	TULLOCH ENGINEERING	Amount:	\$58,285.40
InvNo:	181033-2	InvDesc:	fire hall engineering	InvAmt:	\$57,743.00		
InvNo:	155319-30	InvDesc:	mun. drainage work	InvAmt:	\$542.40		
ChqNo:	0027941	Date:	09/07/2018	Vendor:	BARBARA BAKER	Amount:	\$860.00
InvNo:	131	InvDesc:	june seniors grant programming	InvAmt:	\$860.00		

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

ChqNo:	Date:	Vendor:	Amount:
0027942	09/07/2018	THOMPSON ELECTRIC	\$24,948.99
InvNo: 4948	InvDesc: arena-install anchor for servi	InvAmt: \$371.49	
InvNo: 4950	InvDesc: mun.office generator	InvAmt: \$24,577.50	
0027943	09/07/2018	WINDOWS UNLIMITED	\$452.00
InvNo: 885198	InvDesc: clinic-roof repairs	InvAmt: \$452.00	
0027944	09/07/2018	WORKPLACE SAFETY & INSURANCE BOARD	\$1,849.39
InvNo: JUNE 2018	InvDesc: june wsib remittance	InvAmt: \$1,849.39	
0027945	09/07/2018	XEROX CANADA LTD.	\$314.94
InvNo: F52759946	InvDesc: june copier usage	InvAmt: \$314.94	
0027946	09/07/2018	TOM HUGHSON	\$125.00
InvNo: MAY 6 2018	InvDesc: livestock call (1)	InvAmt: \$125.00	
0027947	09/07/2018	JACK WOOD	\$125.00
InvNo: JUNE 2018	InvDesc: livestock val.claim (1)	InvAmt: \$125.00	

*** End of Report ***

Report Total:

\$184,911.72

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	0027957
Cheque Date	First	Last		0027986

Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	Date:	Vendor:	Amount:
0027957	20/07/2018	ANNETTE VIRTANEN	\$434.97
InvNo: 40365	InvDesc: arena-tables (reimburse)	InvAmt: \$434.97	
0027958	20/07/2018	TOWNSHIP OF ASSIGINACK	\$7,642.83
InvNo: JULY 17 2018	InvDesc: 2018 pill	InvAmt: \$7,642.83	
0027959	20/07/2018	ASSIGINACK MUSEUM BOARD	\$5,000.00
InvNo: 2018 2ND QTR	InvDesc: 2018 2nd qtr levy	InvAmt: \$5,000.00	
0027960	20/07/2018	ASSIGINACK PUBLIC LIBRARY	\$10,421.25
InvNo: 2018 2ND QTR	InvDesc: 2018 2nd qtr	InvAmt: \$10,421.25	
0027961	20/07/2018	BEACON IMAGES	\$593.25
InvNo: 09-4667C	InvDesc: deer show rack cards	InvAmt: \$593.25	
0027962	20/07/2018	BELL CANADA	\$16.61
InvNo: 2018 07 01	InvDesc: toll free line	InvAmt: \$16.61	
0027963	20/07/2018	EASTLINK	\$1,993.72
InvNo: 05900223	InvDesc: arena	InvAmt: \$137.61	
InvNo: 05900232	InvDesc: ss wtp	InvAmt: \$78.90	
InvNo: 05900229	InvDesc: norisle (fischer fund)	InvAmt: \$69.91	
InvNo: 05900211	InvDesc: fd-interconnect	InvAmt: \$78.90	
InvNo: 05900222	InvDesc: fd-tel	InvAmt: \$103.76	
InvNo: 05900231	InvDesc: mtg wtp	InvAmt: \$154.23	
InvNo: 05900200	InvDesc: man streams	InvAmt: \$164.73	
InvNo: 05900013	InvDesc: mun.office	InvAmt: \$587.87	
InvNo: 05900244	InvDesc: pw	InvAmt: \$214.02	
InvNo: 05900243	InvDesc: bwt	InvAmt: \$78.90	
InvNo: 05900240	InvDesc: marina	InvAmt: \$78.90	
InvNo: 05900213	InvDesc: info booth	InvAmt: \$148.91	
InvNo: JULY 10 2018 PW	InvDesc: pw dsl	InvAmt: \$48.54	
InvNo: JULY 10 2018	InvDesc: marina dsl	InvAmt: \$48.54	
0027964	20/07/2018	G. STEPHEN WATT, BARRISTER	\$3,595.10
InvNo: 3364	InvDesc: general legal	InvAmt: \$3,595.10	
0027965	20/07/2018	FREELANDT CALDWELL REILLY	\$2,768.50
InvNo: CJH-32561	InvDesc: 2017 fir completion	InvAmt: \$2,768.50	

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

ChqNo:	Date:	Vendor:	Amount:
0027966	20/07/2018	GERRY STRONG	\$307.70
InvNo: JULY 23 2018	InvDesc: bldg insp mileage	InvAmt: \$307.70	
0027967	20/07/2018	HILLY GROVE CEMETERY BOARD	\$4,000.00
InvNo: 2018 LEVY	InvDesc: 2018 levy	InvAmt: \$4,000.00	
0027968	20/07/2018	HUGH MOGGY	\$53.04
InvNo: JULY 18 2018	InvDesc: mileage-mma	InvAmt: \$53.04	
0027969	20/07/2018	HYDRO ONE NETWORKS INC.	\$382.27
InvNo: JULY 6 2018 ADMIN	InvDesc: mun.office	InvAmt: \$382.27	
0027970	20/07/2018	JOHN'S REPAIR SERVICE	\$600.93
InvNo: 6538	InvDesc: arena-security camera/install.	InvAmt: \$600.93	
0027971	20/07/2018	MANITOULIN EXPOSITOR	\$828.21
InvNo: 99048	InvDesc: advertising	InvAmt: \$354.94	
InvNo: 99122	InvDesc: advertising	InvAmt: \$473.27	
0027972	20/07/2018	MANITOWANING FRESHMART	\$355.55
InvNo: 00403452	InvDesc: admin-water	InvAmt: \$3.99	
InvNo: 00155281	InvDesc: supplies re:vol.apprec.bbq	InvAmt: \$323.64	
InvNo: 00410119	InvDesc: pec-kids museum activities	InvAmt: \$23.93	
InvNo: 00410903	InvDesc: admin-water	InvAmt: \$3.99	
0027973	20/07/2018	MINISTER OF FINANCE	\$22,440.00
InvNo: 122906181125028	InvDesc: may policing	InvAmt: \$22,440.00	
0027974	20/07/2018	NATALIE PARRINGTON	\$100.00
InvNo: 2018 SUMMER REC	InvDesc: pec-reimburse req.fee	InvAmt: \$100.00	
0027975	20/07/2018	NAUSS PLUMBING & HEATING INC	\$621.50
InvNo: 56665	InvDesc: clinic-furnace maintenance	InvAmt: \$621.50	
0027976	20/07/2018	NEW NORTH FUELS INC	\$2,862.30
InvNo: 465290	InvDesc: pw-diesel	InvAmt: \$1,538.89	
InvNo: 465289	InvDesc: pw-dyed diesel	InvAmt: \$1,323.41	
0027977	20/07/2018	PETTY CASH	\$81.27
InvNo: JULY 19 2018	InvDesc: petty cash replenishment	InvAmt: \$81.27	
0027978	20/07/2018	PITNEY BOWES	\$251.57
InvNo: 3200840631	InvDesc: postage meter lease	InvAmt: \$251.57	
0027979	20/07/2018	RIVERSIDE ENTERPRISES	\$6,135.22
InvNo: 19692	InvDesc: depot-mattress removal/disp	InvAmt: \$2,231.07	
InvNo: 19693	InvDesc: june recy transport	InvAmt: \$3,904.15	
0027980	20/07/2018	ROBERT MACDONALD	\$28.24
InvNo: 1690366	InvDesc: lib bldg-vac.nozzle	InvAmt: \$28.24	
0027981	20/07/2018	SUDBURY & DISTRICT HEALTH UNIT	\$2,729.00
InvNo: RC020034246	InvDesc: august schu levy	InvAmt: \$2,729.00	

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

ChqNo:	Date:	Vendor:	Amount:
0027982	20/07/2018	SUPERIOR PROPANE INC.	\$111.49
InvNo: 20604100	InvDesc: admin generator-propane instal	InvAmt: \$111.49	
0027983	20/07/2018	TECHNICAL STANDARDS & SAFETY AUTHORITY	\$252.69
InvNo: 6336255	InvDesc: marina fuel safety lic	InvAmt: \$252.69	
0027984	20/07/2018	CONSEIL SCOLAIRE DU DISTRICT DU GRAND NO	\$3,651.75
InvNo: 2018 LEVY	InvDesc: 2018 levy	InvAmt: \$3,651.75	
0027985	20/07/2018	DREAMCATCHER FIREWORKS	\$3,200.00
InvNo: 294	InvDesc: canada day fireworks	InvAmt: \$3,200.00	
0027986	20/07/2018	WAT SUPPLIES	\$164.28
InvNo: 182195	InvDesc: marina-p.twl/t.tissue	InvAmt: \$164.28	

*** End of Report ***

Report Total:

\$81,623.24

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 29,918.45 +
 184,911.72 +
 81,623.24 +
 296,453.41 *

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0027900		09/07/2018	07/09COXB	118	COOPER, RONALD	OUTSTANDING	Cheque
0027901		09/07/2018	07/09COXB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0027902		09/07/2018	07/09COXB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0027903		09/07/2018	07/09COXB	133	BOND, FREDA	OUTSTANDING	Cheque
0027904		09/07/2018	07/09COXB	158	QUACKENBUSH, ASHLEY T	OUTSTANDING	Cheque
0027905		09/07/2018	07/09COXB	173	QUACKENBUSH, CRYSTAL	OUTSTANDING	Cheque
0027906		09/07/2018	07/09COXB	192	ELLIOT, JEROXY	OUTSTANDING	Cheque
0027907		09/07/2018	07/09COXB	194	AUCKLAND, RACHEL	OUTSTANDING	Cheque
0027908		09/07/2018	07/09COXB	195	PARRINGTON, NATALIE	OUTSTANDING	Cheque
0027909		09/07/2018	07/09COXB	196	BONDI, SOPHIE	OUTSTANDING	Cheque
0027910		09/07/2018	07/09COXB	197	KUNTSI, CASSANDRA	OUTSTANDING	Cheque
0027911		09/07/2018	07/09COXB	198	STEWART, ELLA	OUTSTANDING	Cheque
0027912		09/07/2018	07/09COXB	199	BROWN, KAYLA	OUTSTANDING	Cheque
1377		09/07/2018	07/09COXB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
1378		09/07/2018	07/09COXB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
1379		09/07/2018	07/09COXB	140	REID, WALTER	OUTSTANDING	Direct Deposit
1380		09/07/2018	07/09COXB	155	BECK, WILLIAM	OUTSTANDING	Direct Deposit
1381		09/07/2018	07/09COXB	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit
1382		09/07/2018	07/09COXB	164	MIDDAUGH, WAYNE	OUTSTANDING	Direct Deposit
1383		09/07/2018	07/09COXB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
1384		09/07/2018	07/09COXB	169	MAGUIRE, KELSEY	OUTSTANDING	Direct Deposit
1385		09/07/2018	07/09COXB	186	RODY, JEREMY	OUTSTANDING	Direct Deposit
1386		09/07/2018	07/09COXB	205	MOFFAT, PAUL	OUTSTANDING	Direct Deposit
1387		09/07/2018	07/09COXB	206	CASE, ROBERT	OUTSTANDING	Direct Deposit
1388		09/07/2018	07/09COXB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
1389		09/07/2018	07/09COXB	214	FIELDS, LESLIE	OUTSTANDING	Direct Deposit
1390		09/07/2018	07/09COXB	216	REID, BRENDA	OUTSTANDING	Direct Deposit
1391		09/07/2018	07/09COXB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
1392		09/07/2018	07/09COXB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
1393		09/07/2018	07/09COXB	329	OBRIEN, CHERYL	OUTSTANDING	Direct Deposit

Total : \$23,296.60

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0027948		23/07/2018	07/23COVB	118	COOPER, RONALD	OUTSTANDING	Cheque
0027949		23/07/2018	07/23COVB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0027950		23/07/2018	07/23COVB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0027951		23/07/2018	07/23COVB	133	BOND, FREDA	OUTSTANDING	Cheque
0027952		23/07/2018	07/23COVB	192	ELLIOT, JEROMY	OUTSTANDING	Cheque
0027953		23/07/2018	07/23COVB	194	AUCKLAND, RACHEL	OUTSTANDING	Cheque
0027954		23/07/2018	07/23COVB	195	PARRINGTON, NATALIE	OUTSTANDING	Cheque
0027955		23/07/2018	07/23COVB	198	STEWART, ELLA	OUTSTANDING	Cheque
0027956		23/07/2018	07/23COVB	199	BROWN, KAYLA	OUTSTANDING	Cheque
1394		23/07/2018	07/23COVB	196	WOOD, STEVEN	OUTSTANDING	Direct Deposit
1395		23/07/2018	07/23COVB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
1396		23/07/2018	07/23COVB	140	REID, WALTER	OUTSTANDING	Direct Deposit
1397		23/07/2018	07/23COVB	155	BECK, WILLIAM	OUTSTANDING	Direct Deposit
1398		23/07/2018	07/23COVB	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit
1399		23/07/2018	07/23COVB	164	MIDDLEAUGH, WAYNE	OUTSTANDING	Direct Deposit
1400		23/07/2018	07/23COVB	165	STRONG, GERRY	OUTSTANDING	Direct Deposit
1401		23/07/2018	07/23COVB	169	MAGUIRE, KELSEY	OUTSTANDING	Direct Deposit
1402		23/07/2018	07/23COVB	186	RODY, JEREMY	OUTSTANDING	Direct Deposit
1403		23/07/2018	07/23COVB	205	MOFFAT, PAUL	OUTSTANDING	Direct Deposit
1404		23/07/2018	07/23COVB	206	CASE, ROBERT	OUTSTANDING	Direct Deposit
1405		23/07/2018	07/23COVB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
1406		23/07/2018	07/23COVB	214	FIELDS, LESLIE	OUTSTANDING	Direct Deposit
1407		23/07/2018	07/23COVB	216	REID, BRENDA	OUTSTANDING	Direct Deposit
1408		23/07/2018	07/23COVB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
1409		23/07/2018	07/23COVB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
1410		23/07/2018	07/23COVB	329	O'BRIEN, CHERYL	OUTSTANDING	Direct Deposit
0027987		23/07/2018	07/23HR	196	BONDI, SOPHIE	OUTSTANDING	Cheque
0027988		23/07/2018	07/23HR	197	KUNTSI, CASSANDRA	OUTSTANDING	Cheque

Total \$ 25 867.29

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 25,867.29 +
 49,163.89 *

Memo

To: Mayor and Council

Date: July 13/18

Re: Financial Statements for the year to date as at June 30th, 2018

Please find attached copies of the above financial statements. As always, if you have any questions, please feel free to come and see me.

Thank you,



Deb MacDonald, Treasurer



The Township of Assiginack
CORPORATE SUMMARY
For the Six Months Ending June 30, 2018

	June	YTD	2018 Budget	% of Budget
Expenditures				
General Government	\$84,124.54	\$433,956.34	\$1,013,519.41	43%
School Board Levy	85,495.94	170,991.88	340,662.00	50%
Protection Services	30,730.85	129,471.56	417,221.00	31%
Transportation Services	61,763.18	365,794.84	901,757.00	41%
Environmental Services	35,415.88	241,937.87	635,701.00	38%
Health Services	2,232.67	121,888.27	256,890.00	47%
Social and Family Services		91,143.41	182,286.81	50%
Recreation and Cultural Service	19,042.01	116,015.85	215,255.00	54%
Planning & Development	1,869.58	28,562.39	38,495.00	74%
Capital out of Current	39,742.05	127,742.58	1,662,359.39	8%
Expenditures Total	360,416.70	1,827,504.99	5,664,146.61	32%
Revenues				
General Government	15,016.77	98,829.64	195,278.83	51%
General Revenue		1,655,327.56	3,352,436.75	49%
School Board Levy		176,601.56	340,662.00	52%
Protection Services	320.00	4,276.00	13,500.00	32%
Transportation Services	(60.40)	24,925.25		0%
Environmental Services	44,371.11	260,785.76	631,551.43	41%
Social and Family Services			11,946.00	0%
Recreation and Cultural Service	500.00	22,527.59	18,900.00	119%
Planning & Development		552.11		0%
Capital out of Current		70,136.17	1,099,871.60	6%
Revenues Total	60,147.48	2,313,961.64	5,664,146.61	41%
Net Levy				
General Government	69,107.77	335,126.70	818,240.58	41%
General Revenue		(1,655,327.56)	(3,352,436.75)	49%
School Board Levy	85,495.94	(5,609.68)		0%
Protection Services	30,410.85	125,195.56	403,721.00	31%
Transportation Services	61,823.58	340,869.59	901,757.00	38%
Environmental Services	(8,955.23)	(18,847.89)	4,149.57	(454%)
Health Services	2,232.67	121,888.27	256,890.00	47%
Social and Family Services		91,143.41	170,340.81	54%
Recreation and Cultural Service	18,542.01	93,488.26	196,355.00	48%
Planning & Development	1,869.58	28,010.28	38,495.00	73%
Capital out of Current	39,742.05	57,606.41	562,487.79	10%
Corporate Net Levy	300,269.22	(486,456.65)		0%



The Township of Assiginack
GENERAL GOVERNMENT SUMMARY
For the Six Months Ending June 30, 2018

	June	YTD	2018 Budget	% of Budget
Expenditures				
Mayor & Council	\$2,248.34	\$24,928.52	\$271,980.00	9%
Administrator's Office	25,989.04	168,839.63	335,533.00	50%
Clerk's Office	31,823.32	156,568.86	236,406.41	66%
Project and Events Co-ordinator Programs	15,477.86	19,586.91	44,000.00	45%
General Admin - Elections	847.56	1,316.30	2,000.00	66%
Post Office Building	2,565.79	18,758.36	43,900.00	43%
Library Building	2,538.95	17,693.91	22,200.00	80%
Administration Building	1,341.30	10,775.28	10,500.00	103%
Treasury - Unallocated	1,292.38	11,611.60	27,000.00	43%
Taxation		3,876.97	20,000.00	19%
Total General Government Expenditures	84,124.54	433,956.34	1,013,519.41	43%
Revenues				
Clerk's Office	1,597.84	6,106.78	6,300.00	97%
Project and Events Co-ordinator Programs	1,351.00	19,165.00	19,800.00	97%
General Admin - Elections		200.00		0%
Post Office Building	3,193.39	19,094.08	37,525.00	51%
Library Building	1,270.28	7,152.40	15,000.00	48%
Treasury - Unallocated	7,604.26	47,111.38	116,653.83	40%
Total General Government Revenue	15,016.77	98,829.64	195,278.83	51%
Net Levy				
Mayor & Council	2,248.34	24,928.52	271,980.00	9%
Administrator's Office	25,989.04	168,839.63	335,533.00	50%
Clerk's Office	30,225.48	150,462.08	230,106.41	65%
Project and Events Co-ordinator Programs	14,126.86	421.91	24,200.00	2%
General Admin - Elections	847.56	1,116.30	2,000.00	56%
Post Office Building	(627.60)	(335.72)	6,375.00	(5%)
Library Building	1,268.67	10,541.51	7,200.00	146%
Administration Building	1,341.30	10,775.28	10,500.00	103%
Treasury - Unallocated	(6,311.88)	(35,499.78)	(89,653.83)	40%
Taxation		3,876.97	20,000.00	19%
General Government Net Levy	69,107.77	335,126.70	818,240.58	41%



The Township of Assiginack
GENERAL REVENUE
For the Six Months Ending June 30, 2018

	June	YTD	2018 Budget	% of Budget
Revenues				
Municipal Tax Levy		\$1,300,577.56	\$2,642,936.75	49%
Ontario Community Reinvestment Fund		354,750.00	709,500.00	50%
Total Revenue		1,655,327.56	3,352,436.75	49%
Net Levy				
Municipal Tax Levy		1,300,577.56	2,642,936.75	49%
Ontario Community Reinvestment Fund		354,750.00	709,500.00	50%
General Revenue Net Levy		1,655,327.56	3,352,436.75	49%



The Township of Assiginack
SCHOOL BOARD SUMMARY
For the Six Months Ending June 30, 2018

	<u>June</u>	<u>YTD</u>	<u>2018</u> <u>Budget</u>	<u>% of</u> <u>Budget</u>
Expenditures				
English Language Public School	\$85,495.94	\$170,991.88	\$340,662.00	50%
Total School Board Expenditures	85,495.94	170,991.88	340,662.00	50%
Revenues				
English Language Public School		174,678.97	340,662.00	51%
French Language Public School		1,922.59		0%
Total School Board Revenue		176,601.56	340,662.00	52%
Net Levy				
English Language Public School	85,495.94	(3,687.09)		0%
French Language Public School		(1,922.59)		0%
School Board Net Levy	85,495.94	(5,609.68)		0%



The Township of Assiginack
PROTECTION SERVICES SUMMARY
For the Six Months Ending June 30, 2018

	June	YTD	2018 Budget	% of Budget
Expenditures				
Fire Department	\$5,413.73	\$17,808.42	\$96,250.00	19%
Police Services	22,440.00	88,592.87	269,276.00	33%
9-1-1			1,000.00	0%
Protective Inspection & Control		1,829.00	4,000.00	46%
Canine Control	1,100.00	6,434.96	22,500.00	29%
Building Department	1,777.12	14,806.31	24,195.00	61%
Total Protection Services Expenditures	30,730.85	129,471.56	417,221.00	31%
Revenues				
Fire Department		50.00		0%
Protective Inspection & Control		781.00	3,000.00	26%
Canine Control	20.00	475.00	500.00	95%
Building Department	300.00	2,970.00	10,000.00	30%
Total Protection Services Revenues	320.00	4,276.00	13,500.00	32%
Net Levy				
Fire Department	5,413.73	17,758.42	96,250.00	18%
Police Services	22,440.00	88,592.87	269,276.00	33%
9-1-1			1,000.00	0%
Protective Inspection & Control		1,048.00	1,000.00	105%
Canine Control	1,080.00	5,959.96	22,000.00	27%
Building Department	1,477.12	11,836.31	14,195.00	83%
Protection Services Net Levy	30,410.85	125,195.56	403,721.00	31%



The Township of Assiginack
TRANSPORTATION SERVICES SUMMARY
For the Six Months Ending June 30, 2018

	June	YTD	2018 Budget	% of Budget
Expenditures				
Public Works Administration	\$14,832.90	\$109,705.00	\$363,958.00	30%
Operation Centre	7,665.19	43,587.49	58,900.00	74%
Road Side Maintenance		117.19		0%
Beaver Dams -Flood Control		597.59		0%
Street Name Signs	117.20	317.47	2,200.00	14%
Street Lighting	999.08	2,497.95	8,500.00	29%
Vehicles & Equipment	7,747.87	67,509.12	114,300.00	59%
Small Equipment & Supplies	612.17	3,681.71	3,000.00	123%
Airport		30,399.00	30,399.00	100%
Marina	7,594.21	26,149.68	25,000.00	105%
Roadways:				
Bridges and Culverts	275.92	1,542.02	6,500.00	24%
Brushing	100.14	686.16	6,500.00	11%
Ditching	146.49	1,422.92	30,000.00	5%
Catch Basins, Storm Sewers			3,000.00	0%
Sweeping/Flushing/Cleaning		12,474.42	13,500.00	92%
Resurfacing & Patching	973.14	7,895.21	134,000.00	6%
Snow Ploughing		29,481.10		0%
Sanding & Salting		4,492.18	35,000.00	13%
Loosetop Maintenance	17,349.04	19,288.23	67,000.00	29%
Total Transportation Services Expenditures	58,413.35	361,844.44	901,757.00	40%
Revenues				
Public Works Administration		24,850.25		0%
Marina	(60.40)	75.00		0%
Total Transportation Services Revenues	(60.40)	24,925.25		0%
Net Levy				
Public Works Administration	14,832.90	84,854.75	363,958.00	23%
Operation Centre	7,665.19	43,587.49	58,900.00	74%
Road Side Maintenance		117.19		0%
Beaver Dams -Flood Control		597.59		0%
Street Name Signs	117.20	317.47	2,200.00	14%
Street Lighting	999.08	2,497.95	8,500.00	29%
Vehicles & Equipment	7,747.87	67,509.12	114,300.00	59%
Small Equipment & Supplies	612.17	3,681.71	3,000.00	123%
Airport		30,399.00	30,399.00	100%
Marina	7,654.61	26,074.68	25,000.00	104%
Roadways	18,844.73	77,282.24	295,500.00	26%
Transportation Services Net Levy	58,473.75	336,919.19	901,757.00	37%



The Township of Assiginack
ENVIRONMENTAL SERVICES SUMMARY
For the Six Months Ending June 30, 2018

	June	YTD	2018 Budget	% of Budget
Expenditures				
Waste Management	\$8,001.68	\$33,871.22	\$105,650.00	32%
Waterworks	27,414.20	208,066.65	530,051.00	39%
Total Environmental Services Expenditures	35,415.88	241,937.87	635,701.00	38%
Revenues				
Sanitary Sewer & WPCP Revenue	9,820.68	63,488.74	121,779.97	52%
Garbage Collection	4,119.93	8,143.59	15,500.00	53%
Waterworks	30,430.50	189,153.43	494,271.46	38%
Total Environmental Services Revenues	44,371.11	260,785.76	631,551.43	41%
Net Levy				
Waste Management	8,001.68	33,871.22	105,650.00	32%
Sanitary Sewer & WPCP Revenue	(9,820.68)	(63,488.74)	(121,779.97)	52%
Garbage Collection	(4,119.93)	(8,143.59)	(15,500.00)	53%
Waterworks	(3,016.30)	18,913.22	35,779.54	53%
Environmental Services Net Levy	(8,955.23)	(18,847.89)	4,149.57	(454%)



The Township of Assiginack
HEALTH SERVICES SUMMARY
For the Six Months Ending June 30, 2018

	June	YTD	2018 Budget	% of Budget
Expenditures				
Cemetery	\$2,232.67	\$4,321.23	\$11,000.00	39%
Land Ambulance		116,944.98	233,890.00	50%
Medical Building		622.06	12,000.00	5%
Total Health Services Expenditures	2,232.67	121,888.27	256,890.00	47%
Net Levy				
Cemetery	2,232.67	4,321.23	11,000.00	39%
Land Ambulance		116,944.98	233,890.00	50%
Medical Building		622.06	12,000.00	5%
Health Services Net Levy	2,232.67	121,888.27	256,890.00	47%



The Township of Assiginack
SOCIAL & FAMILY SERVICES SUMMARY
For the Six Months Ending June 30, 2018

	June	YTD	2018 Budget	% of Budget
Expenditures				
District Social Services Administration Board		\$65,761.50	\$131,523.00	50%
Centennial Manor		25,381.91	50,763.81	50%
Total Social & Family Services Expenditures		91,143.41	182,286.81	50%
Revenues				
DSSAB			11,946.00	0%
Total Social & Family Services Revenues			11,946.00	0%
Net Levy				
District Social Services Administration Board		65,761.50	119,577.00	55%
Centennial Manor		25,381.91	50,763.81	50%
Social & Family Services Net Levy		91,143.41	170,340.81	54%



The Township of Assiginack
RECREATION & CULTURAL SERVICES SUMMARY
For the Six Months Ending June 30, 2018

	June	YTD	2018 Budget	% of Budget
Expenditures				
Summer Programme	\$64.71	\$307.71	\$6,050.00	5%
Arena	12,546.27	53,220.28	115,870.00	46%
Parks	573.70	14,255.50	17,000.00	84%
Heritage	3,079.85	10,930.63	23,100.00	47%
Information Booth	263.25	5,463.49	10,050.00	54%
Burn's Wharf Theatre		4,899.00	1,500.00	327%
Library Board	2,514.23	26,939.24	41,685.00	65%
Total Recreation & Cultural Services Expenditures	19,042.01	116,015.85	215,255.00	54%
Revenues				
Recreation		3,200.00		0%
Summer Programme	500.00	500.00		0%
Arena		13,613.79	18,900.00	72%
Heritage		314.80		0%
Burn's Wharf Theatre		4,899.00		0%
Total Recreation & Cultural Services Revenues	500.00	22,527.59	18,900.00	119%
Net Levy				
Recreation		(3,200.00)		0%
Summer Programme	(435.29)	(192.29)	6,050.00	(3%)
Arena	12,546.27	39,606.49	96,970.00	41%
Parks	573.70	14,255.50	17,000.00	84%
Heritage	3,079.85	10,615.83	23,100.00	46%
Information Booth	263.25	5,463.49	10,050.00	54%
Burn's Wharf Theatre			1,500.00	0%
Library Board	2,514.23	26,939.24	41,685.00	65%
Recreation & Cultural Services Net Levy	18,542.01	93,488.26	196,355.00	48%



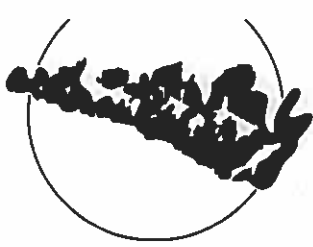
The Township of Assiginack
PLANNING & DEVELOPMENT SUMMARY
For the Six Months Ending June 30, 2018

	June	YTD	2018 Budget	% of Budget
Expenditures				
Planning	\$1,734.16	\$27,728.05	\$38,495.00	72%
Total Planning & Development Expenditures	1,734.16	27,728.05	38,495.00	72%
Net Levy				
Planning	1,734.16	27,728.05	38,495.00	72%
Planning & Development Net Levy	1,734.16	27,728.05	38,495.00	72%



The Township of Assiginack
CORPORATE CAPITAL SUMMARY
For the Six Months Ending June 30, 2018

	June	YTD	2018 Budget	% of Budget
Expenditures				
General Government	\$10,758.27	\$29,553.19	\$138,560.00	21%
Protection Services	10,632.17	21,164.34	942,128.72	2%
Transportation Services	2,317.80	27,608.16	37,804.00	73%
Environmental Services	12,007.12	37,839.08	425,688.15	9%
Health Services			17,000.00	0%
Recreation and Cultural Service	4,026.69	11,577.81	101,178.52	11%
Expenditures Total	39,742.05	127,742.58	1,662,359.39	8%
Revenues				
General Government		432.17	22,201.60	2%
Protection Services			787,200.00	0%
Environmental Services		69,704.00	250,470.00	28%
Recreation and Cultural Service			40,000.00	0%
Revenues Total		70,136.17	1,099,871.60	6%
Net Levy				
General Government	10,758.27	29,121.02	116,358.40	25%
Protection Services	10,632.17	21,164.34	154,928.72	14%
Transportation Services	2,317.80	27,608.16	37,804.00	73%
Environmental Services	12,007.12	(31,864.92)	175,218.15	(18%)
Health Services			17,000.00	0%
Recreation and Cultural Service	4,026.69	11,577.81	61,178.52	19%
Corporate Net Levy	39,742.05	57,606.41	562,487.79	10%



July 25, 2018

Mr. Jeremy Rody, Clerk
Municipality of Assiginack
P.O. Box 238
Manitowaning ON POP 1N0

NOTICE OF APPLICATION FOR CONSENT

File No: B11-18
Owner: William Donald Black
Agent: John and Mary Ann De Chastelain
Location: Part Lot 6, Conc. 2, including Part 4, Plan 31R-1641
(#2575 Bidwell Road) - identified by PIN 47125-0743 LT
Township of Bidwell
Municipality of Assiginack
District of Manitoulin

Purpose and Effect: To provide for a right-of-way for access in favour of Part 1,
Plan 31R-1641, (#87 Queen's Lane).

In order that the application may be properly considered in accordance with requirements set out in Sections 50 and 53 of the Planning Act, would you please fill out the attached questionnaire, returning one to us and keeping the other for your records.

If your Council have any suggestions, information, or conditions to add to the questionnaire form, please send them out in an attached letter.

Last Day for Receiving Comments: August 8th, 2018.

Additional information, if required, may be available by contacting the Planning Board Office.

Decision and Appeal

If you wish to be notified of the Decision of Planning Board in respect of the proposed consent, you must make a written request to the Planning Board at the address of the Planning Board Office as stated above.

Any person or public body may, not later than 20 days after the giving of the notice of decision, appeal the decision or any condition imposed by Planning Board or appeal both the decision and any condition to the Ontario Municipal Board or appeal both the decision and any condition to the Ontario Municipal Board by filing with the Secretary-Treasurer of the Planning Board a notice of appeal setting out the reasons for the appeal, accompanied by the prescribed fee prescribed under the Ontario Municipal Board Act.

If a person or public body that files an appeal of a decision of the Manitoulin Planning Board in respect of the proposed consent does not make written submission to the Manitoulin Planning Board before it gives or refuses to give a provisional consent, the Ontario Municipal Board may dismiss the appeal.

Dated at the Town of Gore Bay this 25th Day of July, 2018.

APPLICATION FOR CONSENT UNDER SECTION 53 OF THE PLANNING ACT

Note to Applicants: This application form is to be used if the Manitoulin Planning Board is the consent granting authority. In this form the term "subject" land means the land to be severed and the land to be retained.

Completeness of the Application

The information in this form that must be provided by the applicant is indicated by black arrows on the left side of the section numbers. This information is prescribed by the Planning Act, Schedule to Ontario Regulation 197/96, as amended. The mandatory information must be provided with the appropriate fee. If the mandatory information and fee are not provided, the Manitoulin Planning Board will return the application or refuse to further consider the application until the information and fee have been provided.

The application form also sets out other information that will assist the Manitoulin Planning Board and others in their planning evaluation of the consent application. To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. As a result, the application may be refused.

Submission of the Application

- A fee of \$650.00 for each parcel/consent proposed must accompany the application.
- A certification fee of \$100.00 to be submitted prior to the Certificate of the Secretary-Treasurer.
- The original and 3 copies of the completed application form and 3 copies of the sketch are required by the Manitoulin Planning Board. The copies will be used to consult with other ministries or agencies that may have an interest in the application.

Measurements are preferred in metric units.

For Help

To help you understand the consent process and information needed to make a planning decision on the application, refer to the "Application Guide Q & A" or contact the Manitoulin Planning Board Office at 705-282-2237 or e-mail mpbcarler@beline1.ca

WHO MUST SIGN THE APPLICATION

- 1) All registered owners, or an owner with written authorization of all of the owner(s); or
- 2) An agent or solicitor appointed by all registered owners of the property with the submission of written authorization of all registered owners; or
- 3) If the registered owner is a corporation, an officer who has the authority to bind the corporation.

Please Print and Complete or (✓) Appropriate Box(es)

1. Applicant Information An owner's authorization is required in Section 11.1, if the applicant/agent is not the owner.			
1.1 Name of Owner(s) WILLIAM DONALD BLACK	Home Telephone No. (519) 638-2391	Business Telephone No.	
Address Rt#2 ALMA, ONTARIO N0B 1A0		E-mail &/or Fax Sblack44ca@gmail.com	
1.2 Name of Agent/Applicant MANNAN & JOHN DE CHASTELAIN	Home Telephone No. (613) 744-7300	Business Telephone No. CONTACT (705) 859-2892	
Address 1008-111 WURTEMBERG STREET, OTTAWA ONTARIO K1N 8M1		E-mail &/or Fax ajgd.dec@Sympatico.ca	
1.3 Name of Contact Person JOHN MANNAN DE CHASTELAIN			
2. Location of the Subject Land (Complete applicable boxes in 2.1)			
2.1 Municipality/Township MUNICIPALITY OF BIDWELL, TOWNSHIP OF ASSIGINACK			Property Identification No. 47125-0743 (LT)
Concession Number(s) 2	Geographic Lot Number(s) 6	Name of Street/Road BIDWELL ROAD	House No./911 No. 2575
Survey Plan No. 312 1641	Survey Part/Lot Number(s) PART 4	Island No./Name	Section/Mining Loc. No.
2.2 Are there any easements or restrictive covenants affecting the subject land? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If Yes, describe the easement or covenant and its effect. PART 4 SUBJECT TO RIGHT OF WAY			
3. Purpose of this Application			
3.1 Type and Purpose of proposed transaction (check appropriate box)			
Transfer: <input type="checkbox"/> Creation of a new lot <input type="checkbox"/> Addition to a lot <input checked="" type="checkbox"/> Easement/Right-of-way			
Other: <input type="checkbox"/> A charge <input type="checkbox"/> A lease <input type="checkbox"/> A correction of title			
3.2 Name of person(s), if known, to whom land or interest in land is to be transferred, leased or charged MANNAN & JOHN DE CHASTELAIN			
3.3 If a lot addition, describe the lands to which the parcel will be consolidated with and the current land use. (Also to be identified on sketch)			

4.1 Description		Severed #1	Severed #2	Retained
Frontage (m.)		50.3m ±		165.42m ± 402m ±
Depth (m.)		7.62m ±		1292m ±
Area (ha.)		50.3m ± ± 200sqm		120 ACRES ± 50 HEC.
4.2 Use of Property				FARM LAND RESIDENTIAL
Existing				
Proposed				SAME
4.3 Buildings or Structures				DWELLING BARN GARAGE SHEDS
Existing				
Proposed				SAME
4.4 Access				
(Check appropriate space)	Provincial Highway			
	Municipal Road, Maintained All Year			BIDWELL ROAD
	Municipal Road, Seasonally Maintained			
	Other Public Road			
	Right of way	✓		
	Water Access			

Describe in section 9, the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road.

4.5 Water Supply				
(Check appropriate space)	Publicly owned/operated piped water system			
	Privately owned/operated individual well			✓
	Privately owned/operated communal well			
	Lake or other water body			
	Other means			
4.6 Sewage Disposal				
(Check appropriate space)	Publicly owned & operated sanitary sewage system			
	Privately owned & operated individual septic tank ¹			✓
	Privately owned & operated communal septic system			
	Privy			
	Other means			

¹ A certificate of approval from the local Health Unit or Ministry of the Environment and Energy submitted with this application will facilitate the review.

4.7 Other Services				
Electricity				✓
School Bussing				✓
Waste Collection/Disposal				MUNICIPAL LANDFILL

4.8 If access to the subject land is by private road, or if "other public road" or "right of way" was indicated in section 4.4, indicate who owns the land or road, who is responsible for its maintenance and whether it is publicly maintained seasonally or all year.

5. Land Use

5.1 What is the existing official plan designation(s) of the subject land?
SHORELINE DEVELOPMENT & AGRICULTURAL

5.2 What is the zoning of the subject land?
SHORELINE, RESIDENTIAL, AGRICULTURAL & CONSERVATION

5.3 Are any of the following uses or features on the subject land or within 500 metres of the subject land?
Please check the appropriate boxes, if any apply.

Use or Feature	On the Subject Land	Within 500 Metres of Subject Land, unless otherwise specified (indicate approximate distance)
An agricultural operation, including livestock facility or stockyard.	BARN	
Utility Corridor		
A landfill, closed or active		
A sewage treatment plant or waste stabilization plant (lagoon)		
A provincially significant wetland or significant coastal wetland		
A significant wildlife habitat and/or habitat of endangered species and threatened species		
Fish Habitat		
Flood plain		
An active or rehabilitated or abandoned mine site or mine hazards		
An active mine site or aggregate operation site within 1 km of the subject land		
A contaminated site or a gas station or petroleum/fuel storage		
An industrial or commercial use, and specify the use(s)		
Known archaeological resources or areas of archaeological potential		
A municipal or federal airport		

6. Is the application consistent with Provincial Policy Statements issued under subsection 3(1) of The Planning Act?

UNKNOWN

7. History of the Subject Land

7.1 Has the subject land ever been the subject of any other planning applications, i.e. Official Plan or Zoning By-law Amendment, Plan of Subdivision, Consent, Site Plan, under the Planning Act?

Yes No If Yes and if known, provide the application file number and the decision made on the application.

7.2 Past Land Uses -

AGRICULTURAL & RESIDENTIAL

8. Current Applications

Is the subject land currently the subject of an application for an Official Plan and/or Zoning By-law amendment minor variance, consent or a plan of subdivision that has been submitted for approval?

Yes No Unknown If Yes, and if known, specify the appropriate file number and status of the application

9. Other Information

Is there any other information that you think may be useful to the Planning Board or other agencies in reviewing this application?

If so, explain below or attach on a separate page.

EXTEND PART 4 RIGHT OF WAY TO BENEFIT MALMANN ! JOHN DE CHABREZAN
 LEGAL DESCRIPTION LT 6 CON 2 EXCEPT 1, 2, 3 312 1641 PT 1
 PLAN 312 1895, PT 1 PLAN 312 3956 ASSIGNMENT, SUBJECT TO EASEMENT
 OVER PART 4 312 1641 IN FAVOUR OF PARTS 1, 2, 3, PLAN 312 1641
 TOWNSHIP OF ASSIGNMENT

I/We, JOHN DE CHASTELAIN of the CITY OF OTTAWA

in the PROVINCE OF ONTARIO make oath and say (or solemnly declare) that the information contained

in this application is true and that the information contained in the documents that accompany this application is true.

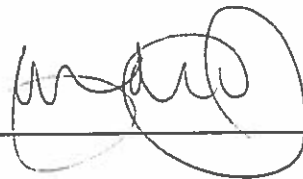
Sworn (or declared) before me

at the Town of Gore Bay

in the District of Manitoulin

this 27 day of June 2018

Theresa A Carlisle
Commissioner of Oaths



Owner(s) or Authorized Agent/Applicant

**THERESA ANNE CARLISLE, a Commissioner, etc.,
District of Manitoulin, for Manitoulin Planning Board.
Expires February 13, 2020**

11. **AUTHORIZED AGENT**

2 Authorization of Owner for Agent to Make the Application

I/We, William Black, am/are the registered owner(s) of the subject lands for which this application is to apply. I/We do hereby grant authorization to JOHN DE CHASTELAIN on my/our behalf in regard to this application.

June 20 2018
Date

William D. Black
Signature of Owner(s)

12. **PERMISSION TO ENTER**

2

I/We hereby authorize the members of the staff of the Manitoulin Planning Board to enter upon the subject lands and premises for the limited purpose of evaluating the merits of this application. This is their authority for doing so.

June 20 2018
Date

William D. Black
Signature of the Owner(s)

The Planning Board will assign a File Number for complete applications and this should be used in all communications.

Applicant's Checklist:	Have you remembered to attach:	Yes
	- 3 copies of the completed application form?	<input type="checkbox"/>
	- 3 copies of the sketch?	<input type="checkbox"/>
	- The required fee, payable to the Manitoulin Planning Board?	<input checked="" type="checkbox"/>

**Forward to: The Manitoulin Planning Board
40 Water Street, Unit 1, P. O. Box 240
GORE BAY, Ontario POP 1H0**

*** Sketch Required**

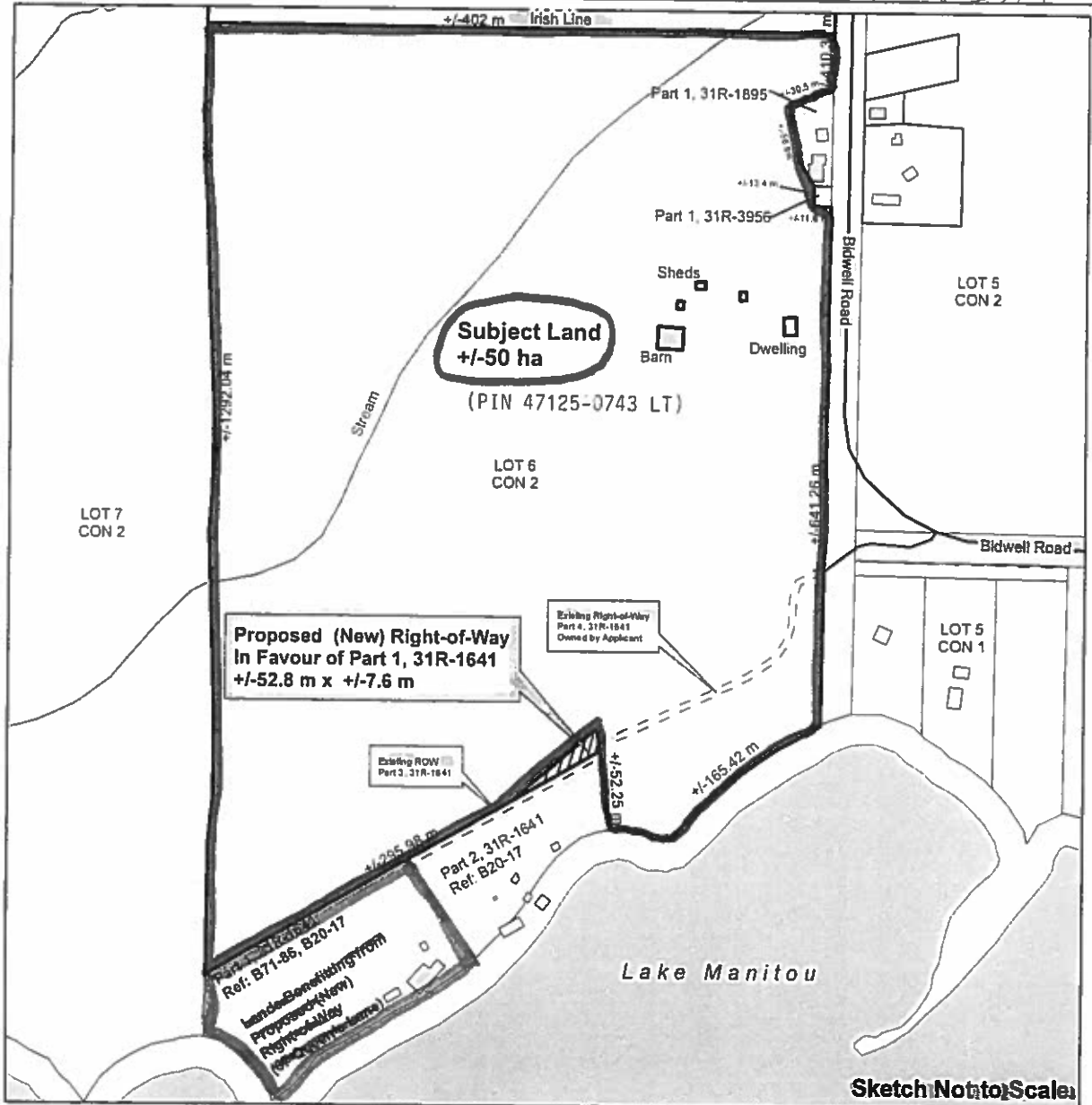
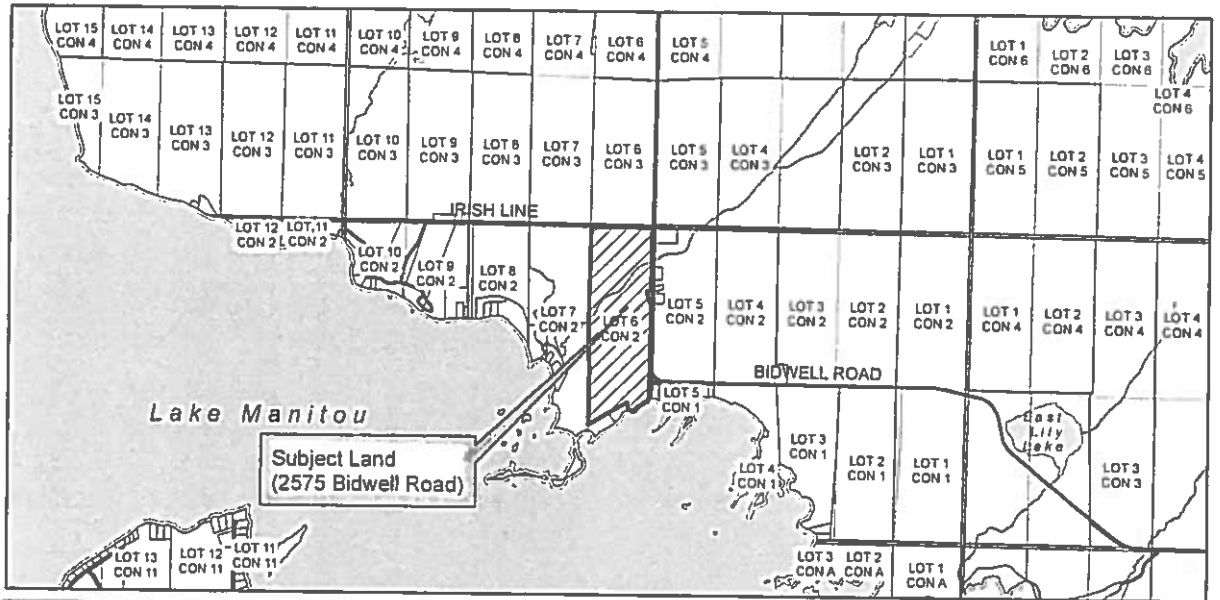
The Application shall be accompanied by a sketch showing the following, in metric units:

- (a) the boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land;
- (b) the approximate distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing;
- (c) the boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained and, in the case of a lot addition, the lands the addition is to be consolidated with;
- (d) the location of all land previously severed from the parcel originally acquired by the current owner of the subject land;
- (e) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that:
 - (i) are located on the subject land and on land that is adjacent to it, and
 - (ii) in the applicant's opinion, may affect the application;
- (f) the current uses of land that is adjacent to the subject land (for example, residential, agricultural or commercial);
- (g) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way;
- (h) if access to the subject land will be by water only, the location of the parking and boat docking facilities to be used; and
- (i) the location and nature of any easement affecting the subject land.

The preferred size is on paper no larger than 8.5" by 14", larger plans will be accepted provided a reduction for circulation purposes is provided.

**Part 1, 31R-1641
Including Part 4, 31R-1641
(2575 Bidwell Road)
Township of Bidwell
Municipality of Assiginack
District of Manitoulin**

FILE NO: B11-18



Jeremy Rody

From: Alton Hobbs
Sent: Wednesday, August 1, 2018 9:26 AM
To: Jeremy Rody
Subject: FW: Monitoring and Maintenance Renewal - Public Works Garage

For Council

From: Ryan Parton <rparton@vigorcleantech.com>
Sent: August-01-18 9:20 AM
To: Alton Hobbs <clerktreasurer@eastlink.ca>
Cc: Carole Patterson <cpatterson@vigorcleantech.com>
Subject: RE: Monitoring and Maintenance Renewal - Public Works Garage

Hi Alton,

Your solar project is currently outside of a service contract. Can you please get back to us and let us know if you'd like to fix this?

\$500 per year takes care of your system completely ensuring you will hit your paybacks and continue to have a worry free solar generation system.

Please let us know either way.

Thank you,
Ryan Parton, C.E.T.
Service and Support Manager
Vigor Clean Tech
1633 Snyder's Road East, P.O. Box 67, Petersburg, ON NOB 2H0
T: 519.279.4630x116
ECRA/ESA # 7012539

Generating for future generations

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From: Ryan Parton
Sent: February 22, 2018 9:03 AM
To: 'Alton Hobbs' <clerktreasurer@eastlink.ca>
Subject: RE: Monitoring and Maintenance Renewal - Public Works Garage

Hi Alton,

Please let me know about the below.

Cheers,
Ryan Parton, C.E.T.
Service and Support Manager
Vigor Clean Tech

Jeremy Rody

From: AMO Communications <communicate@amo.on.ca>
Sent: Friday, June 29, 2018 12:18 PM
To: jrody@eastlink.ca
Subject: AMO Policy Update - New Ontario Government Takes Office

June 29, 2018

New Ontario Government Takes Office

Lieutenant Governor Elizabeth Dowdeswell has sworn in Premier Doug Ford and his new Cabinet at Queen's Park.

AMO President Lynn Dollin sent a congratulatory letter to Premier Ford and discussions with the incoming government have started. Letters to Cabinet Ministers will also be sent highlighting issues that touch municipal governments in either a policy, regulatory, or program manner.

AMO is looking forward to priority discussions on key municipal issues such as double haters' protection, reducing the regulatory and reporting burden, full producer responsibility, interest arbitration, and joint and several liability.

What we know to date of the PC government's approach regarding municipal interests is [here](#). We will be updating this municipal guide as more information becomes available in the days ahead.

The new Ontario Cabinet is:

- The Honourable Doug Ford, Premier of Ontario and Minister of Intergovernmental Affairs*
- The Honourable Steve Clark, Minister of Municipal Affairs and Housing*
- The Honourable Christine Elliott, Deputy Premier and Minister of Health and Long-Term Care
- The Honourable Peter Bethlenfalvy, President of the Treasury Board
- The Honourable Raymond Cho, Minister for Seniors and Accessibility*
- The Honourable Victor Fedeli, Minister of Finance and Chair of Cabinet*
- The Honourable Merrilee Fullerton, Minister of Training, Colleges and Universities
- The Honourable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs*
- The Honourable Sylvia Jones, Minister of Tourism, Culture and Sport

- The Honourable Lisa MacLeod, Minister of Children, Community and Social Services and Minister Responsible for Women's Issues
- The Honourable Monte McNaughton, Minister of Infrastructure*
- The Honourable Caroline Mulroney, Attorney General and Minister Responsible for Francophone Affairs
- The Honourable Rod Phillips, Minister of the Environment, Conservation and Parks
- The Honourable Greg Rickford, Minister of Energy, Northern Development and Mines, and Minister of Indigenous Affairs
- The Honourable Laurie Scott, Minister of Labour
- The Honourable Michael Tibollo, Minister of Community Safety and Correctional Services
- The Honourable Lisa Thompson, Minister of Education
- The Honourable Todd Smith, Minister of Government and Consumer Services, and Government House Leader
- The Honourable Jim Wilson, Minister of Economic Development, Job Creation and Trade
- The Honourable John Yakabuski, Minister of Transportation
- The Honourable Jeff Yurek, Minister of Natural Resources and Forestry

*According to their election candidate profiles, these Cabinet Ministers have municipal government experience.

AMO Contact: Monika Turner, Director of Policy, E-mail: mturner@amo.on.ca, 416.971.9856 ext. 318.

DISCLAIMER: Any documents attached are final versions. AMO assumes no responsibility for any discrepancies that may have been transmitted with this electronic version. The printed versions of the documents stand as the official record.

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Total Control Panel

[Login](#)

To: jrody@assignack.ca

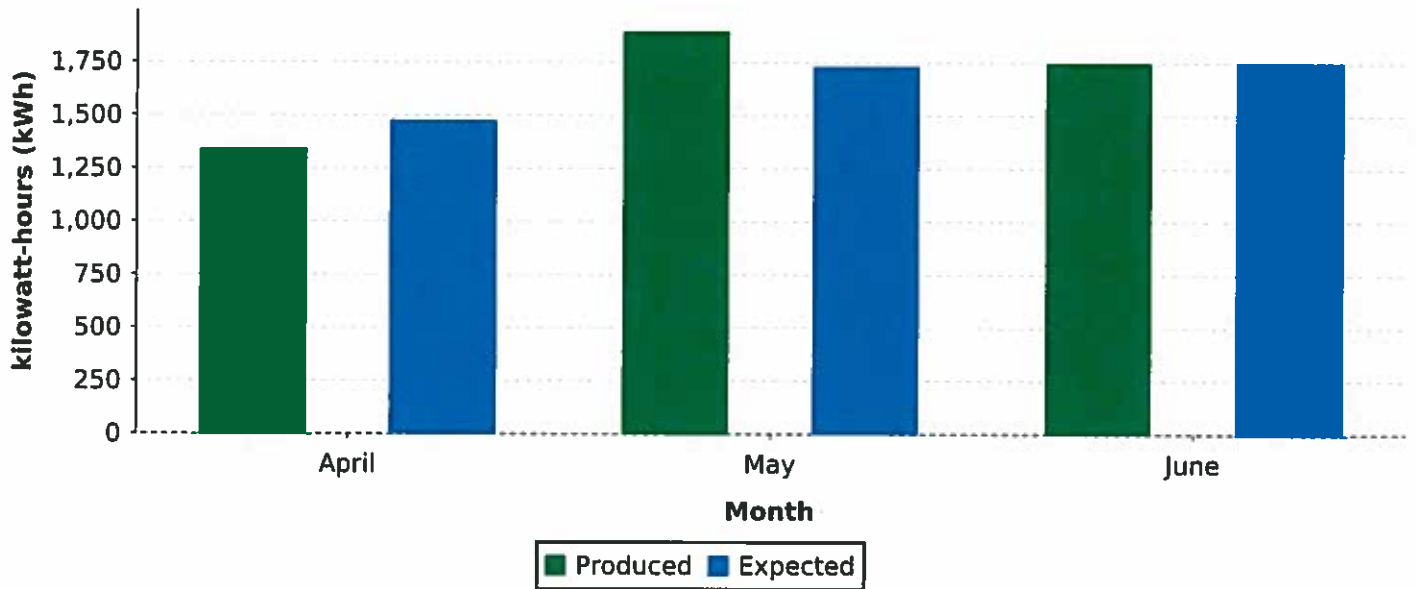
[Remove amo.on.ca from my allow list](#)

From: communicate@amo.on.ca

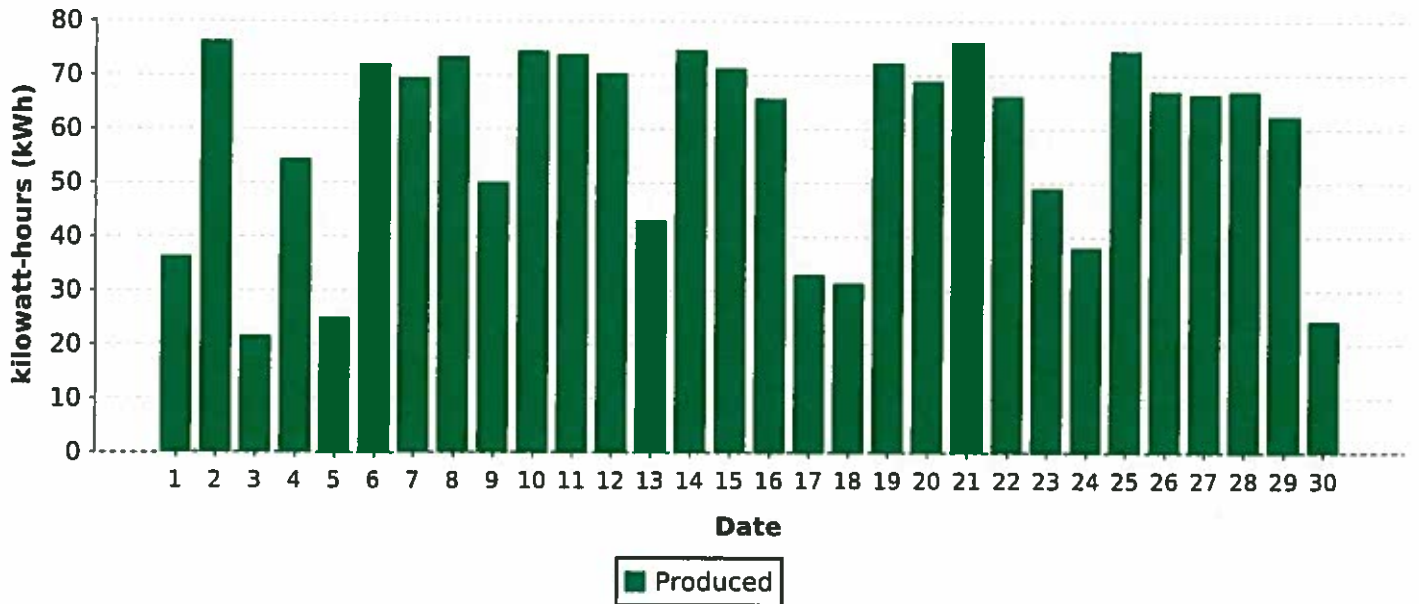
You received this message because the domain amo.on.ca is on your allow list.

Congratulations on generating clean, green energy! Your solar photovoltaic system is powering Ontario with renewable energy, while earning you income. Below is this month's performance monitoring update.

Last 3 Months' Production



Last Month's Production



Energy Production Manitowaning Public Works Garage



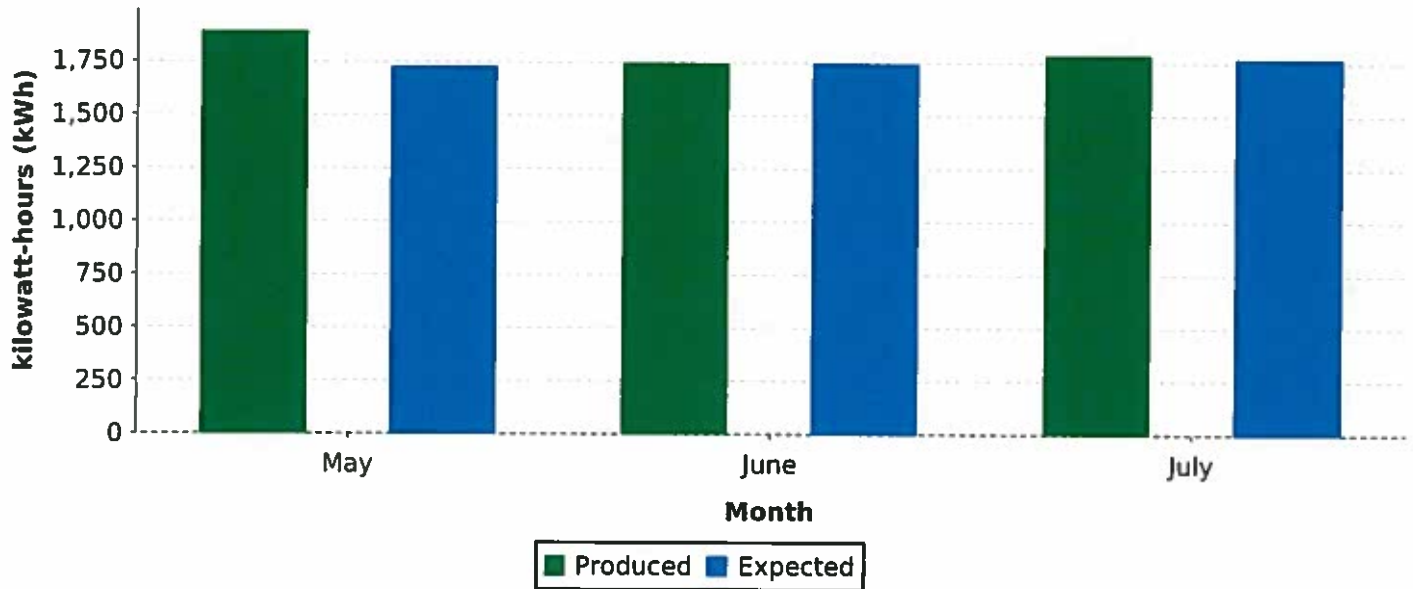
Happy 150th birthday Canada! Your solar panels produced the same energy last month as 9782 fireworks. That's one big Canada Day show!

Day	Produced
June 01	36.5
June 02	76.5
June 03	21.6
June 04	54.5
June 05	25.1
June 06	72.1
June 07	69.6
June 08	73.5
June 09	50.2
June 10	74.5
June 11	73.9
June 12	70.4
June 13	43.0
June 14	74.8
June 15	71.4
June 16	65.8
June 17	33.1
June 18	31.5
June 19	72.4
June 20	69.0
June 21	76.2
June 22	66.3
June 23	49.2
June 24	38.1
June 25	74.6
June 26	67.2
June 27	66.7
June 28	67.1
June 29	62.6
June 30	24.5

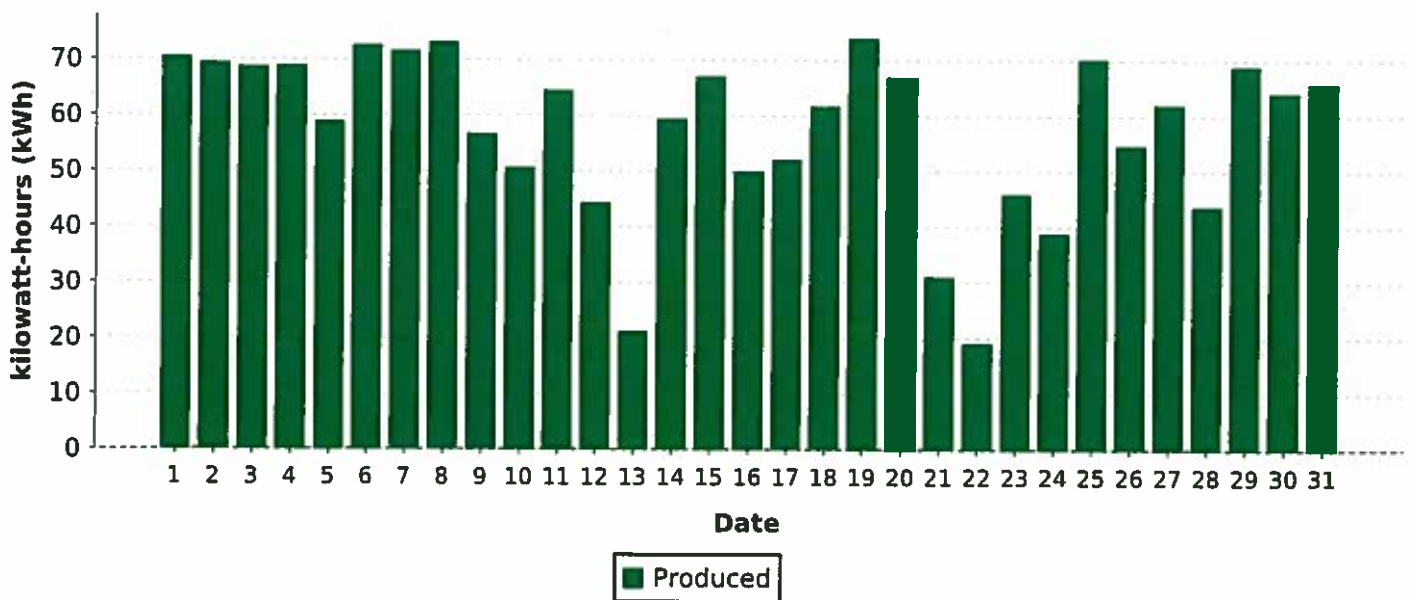
Month	Produced	Expected
April 2018	1,343.0	1,479.0
May 2018	1,897.0	1,735.0
June 2018	1,751.0	1,751.0
Total	4,991.0	4,965.0

Congratulations on generating clean, green energy! Your solar photovoltaic system is powering Ontario with renewable energy, while earning you income. Below is this month's performance monitoring update.

Last 3 Months' Production



Last Month's Production



Energy Production Manitowaning Public Works Garage



Congratulations! In July, your clean, green energy generation stopped 1 barrels of oil from being consumed!

Day	Produced
July 01	70.6
July 02	69.6
July 03	68.9
July 04	69.1
July 05	59.0
July 06	72.7
July 07	71.8
July 08	73.3
July 09	56.8
July 10	50.7
July 11	64.7
July 12	44.5
July 13	21.3
July 14	59.6
July 15	67.2
July 16	50.1
July 17	52.2
July 18	61.9
July 19	74.1
July 20	67.1
July 21	31.2
July 22	19.3
July 23	46.1
July 24	39.0
July 25	70.4
July 26	54.9
July 27	62.2
July 28	43.9
July 29	69.1
July 30	64.4
July 31	66.0

Month	Produced	Expected
May 2018	1,897.0	1,735.0
June 2018	1,751.0	1,751.0
July 2018	1,791.0	1,773.0
Total	5,439.0	5,259.0

JUL 04 2018



July 3, 2018

Aanii/Hello,

We here at Rainbow Ridge Golf Course will be hosting a series of events throughout the summer that help support a number of initiatives within the region, and we need your help to reach our goal of raising \$10,000 to maintain these important initiatives. An example of an event is the RIDGE Golf Classic which will be held on August 3rd, 2018. Funds raised from the Ridge Classic will go towards Golf in School Programs in the region provided by Rainbow Ridge Golf Course. We have seen an increase in demand for these programs as interest in the game from our youth is on the rise, and the end goal is to provide sustainable youth golf programs for years to come. Golf is a game that helps develop essential life skills including social and interpersonal skills, and the Golf in Schools program places an emphasis on teaching a life skills component in each lesson to aid in personal development.

The events hosted at RRGC will contribute to these programs and more. RRGC requires the support of local businesses like yours to ensure that the events that support initiatives like Golf in Schools, Acura Future Links, and other local initiatives are successful. This year we have decided to simplify things by creating an overall package that allows you to pick which tournament you would like to sponsor should you choose to do so. Attached is a sponsorship package which includes a list of events and sponsorship options.

We have a diverse consumer base of members and green fee players here at RRGC that includes tourists, local and regional business owners from all over the North Shore and Sudbury area who would be exposed to your brand. Please help us meet our goals to support Golf in Schools Programs in Northern Ontario and help Rainbow Ridge Golf Course grow the game of golf; in return we can help you meet your advertising goals of increasing brand awareness and strengthening the image of your brand in the region.

We would like to personally thank you in advance for taking the time to read this, and we look forward to discussing how we can work together to support the many initiatives like the Golf in Schools and Acura Future Links Programs. For more information, please contact John Dube at (705) 859-2990 or via email at info@rainbowridgegolfcourse.com.

Chi Miigwech/Thank you,

John Dube
Golf Course Manager
Rainbow Ridge Golf Course

2018 RRGC Golf Season Tournaments

Sponsorship Opportunities

Tournament Line - Up:

Men's Open 4th Annual Ridge Golf Invitational Senior Men's Open Club Championship

Hole Sponsors (36 Available):

Diamond (Headline) Sponsorship

\$1,200.00 Tournament named after your brand/company (*Example: Budweiser Golf Invitational*)
Exclusive Hole-in-One Sponsorships (*Example: Budweiser Million Dollar Shootout*)
Your Company & Name Logo at the Hole (*for all tournaments*)
Your Company Name & Logo at the Clubhouse (*Premiere Location for all tournaments*)
Acknowledgement on our Website, Local Media, & Social Media
Includes a Team & 2 Golf Cart Rentals (*only applies to Ridge Golf Classic*)
Your Company Logo on all Promotional Items

Blue Sponsorship

\$800.00 Your Company & Name Logo at the Hole (*for all tournaments*)
Acknowledgement on our Website, Social Media, & Local Media
Includes a Team & 2 Golf Cart Rentals (*only applies to Ridge Golf Classic*)

Green Sponsorship

\$200.00 Your Company & Name Logo at the Hole (*for all tournaments*)
Acknowledgement on our Website & Local Media

Red Sponsorship

Prize donations - Any of your company's/organization's promotional items, also cash donations are welcomed. All donations will be acknowledged on our Website & Local Media (*at tournament of your choice*).

Silent Auction Sponsor: All donations will be acknowledged on the RRGC website, Social Media, and local media.

RECEIVED

JUL 06 2018



Stantec Consulting Ltd.
200 – 835 Paramount Drive, Stoney Creek ON L8J 0B4

July 3, 2018
File: 165001086

Attention: Jeremy Rody, Clerk
Township of Assiginack
156 Arthur Street
P.O. Box 238
Manitowaning ON P0P 1N0

Dear Mr. Rody,

**Reference: Planning, Preliminary Design and Class Environmental Assessment
Highway 6 Little Current Swing Bridge Study (GWP 5268-14-00)
Notice of Study Commencement**

Stantec Consulting Ltd. has been retained by the Ontario Ministry of Transportation (MTO) to undertake a Planning, Preliminary Design and Class Environmental Assessment (Class EA) Study for the Highway 6 Little Current Swing Bridge located in the Town of Northeastern Manitoulin and the Islands in Northeastern Ontario.

The purpose of this study is to identify a Recommended Plan that addresses current and future transportation needs at the bridge crossing. A copy of the Notice of Study Commencement is attached. You are also encouraged to visit the project website at www.swingbridgestudy.ca for project information and updates.

The purpose of this letter is to introduce the project, to seek your input on the existing conditions within the study area, and to identify any issues, concerns or approval requirements that your organization may have. Your input is requested by August 3, 2018. A comment sheet is attached to facilitate your feedback.

If you have any questions regarding the study, please contact the undersigned or one of the Project Managers named in the enclosed material.

July 3, 2018
Jeremy Rody, Clerk
Page 2 of 2

**Reference: Planning, Preliminary Design and Class Environmental Assessment
Highway 6 Little Current Swing Bridge Study (GWP 5268-14-00)
Notice of Study Commencement**

Regards,

Stantec Consulting Ltd.



Nevena Gazibara, B. Sc., MREM, ENV SP
Environmental Planner
Phone: (905) 381-3249
Fax: (905) 384-3534
nevena.gazibara@stantec.com

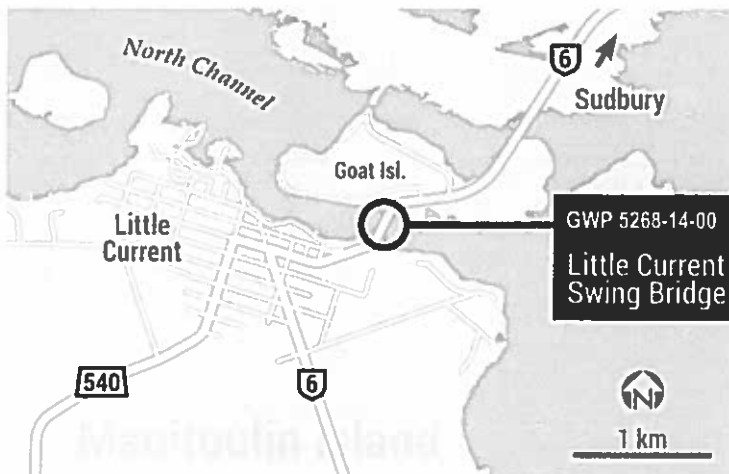
**Attachment: Notice of Study Commencement
Comment Sheet**

c. M. Delfino, J. Haddow – Ministry of Transportation
G. Cooke, T. Belliveau – Stantec Consulting Ltd.



NOTICE OF STUDY COMMENCEMENT PLANNING, PRELIMINARY DESIGN AND CLASS ENVIRONMENTAL ASSESSMENT - Highway 6 Little Current Swing Bridge Study, GWP 5268-14-00

The Ontario Ministry of Transportation (MTO) has retained Stantec Consulting Ltd. to undertake a Planning, Preliminary Design, and Class Environmental Assessment (Class EA) Study for the Highway 6 Little Current Swing Bridge located in the Town of Northeastern Manitoulin and the Islands in Northeastern Ontario. The bridge provides year-round highway access between the community of Little Current and Manitoulin Island and mainland areas of Northern Ontario. The existing bridge is nearing the end of its service life. The purpose of this study is to identify a Recommended Plan that addresses current and future transportation needs at the bridge crossing.



THE PROCESS

This study is a "Group A" project under the *Class Environmental Assessment (Class EA) for Provincial Transportation Facilities (2000)* and includes undertaking environmental and engineering field investigations and seeking input from stakeholders, external agencies, Indigenous communities and the public. This study will review existing conditions and conduct a Transportation Needs Assessment to determine the scope and extent of crossing requirements. A *Study Design Report (SDR)* will also be completed and will be made available for public review. The purpose of the SDR is to confirm the project Need and Justification, define the study area, assess alternative crossing types (Alternatives to the Undertaking), and document the Class EA process including consultation.

The study also includes developing and evaluating alternatives for the preferred crossing type, identifying appropriate improvements, and outlining environmental protection/mitigation measures. A Recommended Plan will be confirmed and a preliminary design completed at the end of the study.

Three Public Information Centres (PICs) are planned, and notices of the PICs will be advertised in local newspapers and sent to the project mailing list. Upon completion of preliminary design, a *Transportation Environmental Study Report (TESR)* will be prepared and made available for public review.

COMMENTS

You are encouraged to participate in the study and to provide comments in writing to the project team. If you wish to have your name added to the project mailing list or have questions about the study, please contact:

Mr. Gregg Cooke, P.Eng.
Consultant Project Manager
Stantec Consulting Ltd.
200-835 Paramount Drive
Stoney Creek ON L8J 0B4
Tel: (905) 381-3227
Call Collect: (905) 385-3234
ProjectTeam@swingbridgestudy.ca

Ms. Melissa Delfino, P.Eng.
Senior Project Engineer
Ministry of Transportation Northeastern Region
447 McKeown Avenue
North Bay ON P1B 9S9
Tel: (705) 497-6807
Toll-free: 1-800-461-9547
ProjectTeam@swingbridgestudy.ca

You are encouraged to visit the project website, swingbridgestudy.ca, where project information including study notices, background information, PIC displays, the SDR and the TESR will be made available as the study progresses. You can also submit comments to the project team on the project website.

If you have any accessibility requirements in order to participate in this project, please contact one of the Project Team members listed above. Comments and information are being collected to assist the MTO in meeting the requirements of the *Ontario Environmental Assessment Act*. Information will be collected in accordance with the *Freedom of Information and Protection of Privacy Act*. All comments will be maintained on file for use during the study and, with the exception of personal information, may be included in study documentation and become part of the public record.



July 9, 2018

Honourable Jean-Yves Duclos
Federal Minister of Families, Children and Social Development
House of Commons
Ottawa ON
K1A 0A6

Dear Minister Duclos,

Portable Housing Benefit

Please find attached an Issue Report and Resolution passed at the June 28, 2018 Manitoulin-Sudbury District Services Board (DSB) meeting.

Since the Province of Ontario has developed a new calculation methodology for Portable Housing Benefits - Special Priority Policy (PHB-SPP), our principal concern is that the calculation used for the PHB-SPP will also be used for the larger Provincial Housing Benefit and possibly for the new National Housing Benefit.

The Manitoulin-Sudbury DSB is extremely concerned that the calculation used for Provincial Portable Housing Benefit does not consider the actual rent, heat, hydro and other utility costs paid by a tenant in its calculation.

The details of the Federal Portable Housing Benefit which on average with provide \$2,500 per year are not yet available and we are also concerned that the Federal Portable Housing Benefit may not consider actual shelter costs paid by the tenants.

Creating a Provincial Portable Housing Benefit – Special Priority Program that does not consider the actual cost of rent, heat and utilities paid by tenants is a real concern for Northerners where natural gas is not available in many communities and Hydro One rates are exorbitant.

The Manitoulin-Sudbury DSB encourages the Federal and Provincial governments to ensure flexibility within their proposed Federal and Provincial Housing Benefits as a one size fits all does not work well for Northern Ontario, particularly for small rural and remote communities whose existing resources are stretched to the maximum.

.../2

The Manitoulin-Sudbury DSB looks forward to working with you and your staff to in designing a National Portable Housing Benefit that in fact includes the actual costs of housing in the Northern Ontario and ensures the Federal government achieves its desired outcomes.

We would be pleased to meet at a time that is convenient for you.

Sincerely,

A handwritten signature in cursive script that reads "Les Gamble".

Les Gamble, Chair

cc. Honourable Steve Clark, Minister of Housing Ontario



RESOLUTION 18-59

DATE: June 28, 2018

MOVED BY: David Leonard

SECONDED BY: Al MacNevin

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the Housing Benefit Update - Issue Report and is recommending approval of this report to the Board; and

WHEREAS the Manitoulin-Sudbury DSB is extremely concerned that the Provincial Portable Housing Benefit - Special Priority does not consider the actual rent paid or utilities costs in the calculation; and

WHEREAS this is of particular concern in Northern Ontario where natural gas is not available in many communities and Hydro One rates are exorbitant and creating a Provincial Portable Housing Benefit that **does not** include the actual costs of heat and utilities paid by the tenant is a real concern for Northerners.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the Housing Benefit Update - Issue Report and directs staff to action the recommendations contained within the report; and

FURTHER THAT the Manitoulin-Sudbury DSB encourage the Federal and Provincial governments to ensure flexibility within their proposed Federal and Provincial Housing Benefits as one size fits all does not work well for Northern Ontario, particularly for small rural and remote communities whose existing resources are stretched to the maximum; and

FURTHER THAT both levels of government ensure the that the actual cost of rent, heat and utilities paid by tenants is included in the calculation of the Housing Benefit; and

FURTHER THAT this resolution and Issue Report be forwarded to the Hon. Jean-Yves Duclos, Federal Minister of Families, Children and Social Development and the new Provincial Minister responsible for Housing in Ontario; and

FURTHER THAT the Manitoulin-Sudbury DSB share this motion and supporting materials with DSB member municipalities, AMO, FONOM, NOMA, OMSSA, HSC, ONPHA, MP Carol Hughes and MPP Mike Mantha.

Carried

Original signed by Chair

CHAIR

MEMBER	YEAS	NAYS	MEMBER	YEAS	NAYS
BAKER, BILL			LEVESQUE, MICHAEL		
DUFOUR, RAY			LOVELACE, EDGAR		
DUPLESSIS, KEN			MACNEVIN, AL		
GAMBLE, LESLIE			RUSSELL, ERIC		
GORHAM, VERN			SCHOPPMANN, PAUL		
KILLAH, BRUCE			WENBORNE, DEAN		
LEONARD, DAVID			ROOK, JIM		



Report to: Program Planning Committee
From: Donna Stewart, Director of Integrated Social Services
Date: June 27, 2018
Re: Housing Benefit Update - Issue Report

Purpose

This report will detail the differences between the current DSB Direct Shelter Subsidy (DSS) using the DSB Average Market Rental amounts approved by the DSB Board in September 2015 and the provinces new calculation for Portable Housing Benefit - Special Priority Policy (PHB-SPP) which uses new Average Market Rents for our area that were just created by the province and have already changed once since they were released on May 18, 2018.

Since the province has developed a new calculation methodology for PHB-SPP, our principal concern is that the calculation used for the PHB-SPP will also be used for the larger Provincial Housing Benefit and possibly for the new National Housing Benefit.

Background

The Manitoulin-Sudbury DSB has been administering the DSS program for over 10 years now. The program has been as a result of municipal and provincial funding through the Community Homelessness Prevention Initiative (CHPI) and the Social Infrastructure Fund (SIF). In May, staff brought to the board's attention the impact of the Portable Housing Benefit however this issue report focuses on a benefit that is specifically related to Victims of Family Violence. The same week of the board meeting, guidelines for the PHB-SPP were released.

The current DSS program is funded through a mix of municipal dollars as well as provincial dollars. The breakdown is as follows:

Program	Amount
Municipal	\$ 149, 083
Community Homelessness Prevention Initiative	\$ 295, 268
Investment in Affordable Housing Fund	\$ 121, 678
TOTAL	\$ 566, 029

Portable Housing Benefit – Special Priority Policy

The 2017 Ontario Budget announced the province will invest \$30 million over the next three years in the Portable Housing Benefit - Special Priority Policy program to eventually support up to 3,000 survivors of domestic violence and provide them with the flexibility to choose where they want to live. This ongoing program was announced on November 28, 2017.

A portable housing benefit is a monthly subsidy (housing allowance) provided to a low-income household to assist with housing costs. Unlike other forms of housing assistance, the benefit is tied to the household and not a physical housing unit, allowing the benefit to move with the household to any Service Manager area in Ontario. As a result, recipients will have more flexibility to choose where they live to be closer to family, social support networks, schools and employment opportunities.

The PHB-SPP program will provide households who qualify for the Special Priority Policy with an additional option to meet their housing needs while also alleviating pressure on the broader Social Housing system. This program will provide these households with the option to receive a PHB to help them obtain or retain housing, rather than staying in shelters or other precarious housing situations until a Social Housing unit becomes available. Households who are approved to receive benefits under this program will not remain on the Social Housing waiting list of their local Service Manager.

Service Managers will not receive annual funding allocations. All Service Managers are eligible to receive funding from Ministry of Housing on a quarterly basis:

- Towards administration costs related to supporting the program; and
- To be reimbursed for first and last month's rent assistance provided to applicants who are approved for the program, as appropriate.

Service Managers will receive a one-time administration payment of \$250 for each application from their service area that is approved for the program. Administration payments will be made quarterly based on the number of eligible applicants approved for the program in each service area, as reported by the Ministry of Finance (MOF) through an online portal.

Calculation of the PHB - SPP

Generally, the amount of a portable housing benefit is calculated on the difference between at least 80 per cent of the Canada Mortgage and Housing Corporation (CMHC) Average Market Rent (AMR) for an appropriately sized rental unit, based on household composition, and 30 percent of the household's adjusted family net income (AFNI).

$$\text{Monthly Portable Benefit Amount} = (\text{AMR} \times 80\%) - \frac{\text{AFNI} \times 30\%}{12}$$

On an annual review, adjusted family net income is equal to the net income of each member of the household aged 16 and older, excluding dependents attending a recognized educational institution.

The maximum monthly benefit payable is 80 per cent of AMR less \$85 for non-social assistance recipients only. The minimum monthly benefit payable is \$10. Any monthly benefit calculated as an amount less than \$10 will be considered a nil (\$0) payment.

The portable housing benefit **does not** consider the **actual rent and utility costs** within the calculation formula.

Market Rent

On September 24, 2015, the Manitoulin-Sudbury DSB staff presented an Issue Report to the board on the establishment of Market Rent for the District and passed Resolution 15-65 establishing the new Market Rents. The board agreed at that time that the Market Rents were going to be based on High Needs Household Schedule 1 dated January 1, 2015, as opposed to conducting a survey of the rental market in all 18 municipalities. The Non-Profit providers in Espanola, Little Current and Gore Bay were also required to follow suit.

The Town of Espanola was not in agreement with this and therefore spoke to the Ministry of Housing about what could be done to alleviate this change to their residents living in the Non-Profit housing building. The Town of Espanola was informed by the Ministry of Housing that the DSB was well within their right to increase the market rents per their operating agreement as the Service Manager is the signatory of that agreement.

The Ministry of Housing is now stating that the PHB-SPP is a completely different program which has nothing to do with Social Housing. This is a completely different agreement and program, therefore the Market Rents used for the PHB-SPP can be different than the ones being used to determine affordable rents in the DSB's and Non-Profit housing portfolios.

On May 18, 2018, staff received an email from the Ministry of Housing stating:

"Average Market Rent (AMR): Benefits will be based on AMRs provided annually for this program by the ministry, based on the published Canada Mortgage and Housing Corporation AMR for rental unit sizes, and on household composition. Unlike other programs where AMR is used for determining eligibility, the PHB-SPP will use AMR for calculating the amount of the benefit. Alternate AMRs will not be used."

2018-19 Average Market Rents for the Portable Housing Benefit - Special Priority Policy (PHB-SPP)
 (for the period of July 2018 - June 2019)

Service Manager	Average Market Rent			80% of Average Market Rent		
	1-Bed	2-Bed	3-Bed	1-Bed	2-Bed	3-Bed
Algoma DSSAB	707	832	853	566	666	682
Cochrane DSSAB	774	921	1,042	619	737	834
Manitoulin-Sudbury DSSAB	646	869	943	517	695	754
Nipissing DSSAB	743	907	1,121	594	726	897
Parry Sound DSSAB	646	718	943	517	574	754
Sault Ste. Marie DSSAB	646	869	943	517	695	754
Kenora DSSAB	718	875	943	574	700	754
Rainy River DSSAB	646	869	943	517	695	754
Thunder Bay DSSAB	778	959	1,194	622	767	955
Timiskaming DSSAB	643	733	807	514	586	646
UC of Leeds and Grenville	744	854	917	595	683	734
UC of Prescott and Russell	626	793	798	501	634	638

Updated: May 1, 2018

However, CMHC does not have AMR's for the Manitoulin-Sudbury DSB (as well as Kenora, Rainy River, Parry Sound and Sault Ste Marie DSSAB's) as the "data is suppressed to protect Confidentiality, or the data is not Statistically Reliable."

Ministry of Housing Website - 2017 Average Market Rents for Apartment Units
2017 Average Market Rent for Apartment Units

[Email this page](#)

Service Manager Area	Bachelor	1 Bedroom	2 Bedroom	3+ Bedroom	Total Bedroom
Algoma DSSAB	\$569	\$693	\$808	\$838	\$767
Cochrane DSSAB	\$575	\$808	\$936	\$1,095	\$887
Manitoulin-Sudbury DSSAB	***	***	***	***	***
Nipissing DSSAB	\$562	\$730	\$900	\$1,114	\$841
Parry Sound DSSAB	***	***	\$718	***	\$711
Sault Ste. Marie DSSAB	***	***	***	***	***
Kenora DSSAB	***	\$675	\$852	***	\$749
Rainy River DSSAB	***	***	***	***	***
Thunder Bay DSSAB	\$608	\$765	\$940	\$1,170	\$869
Timiskaming DSSAB	\$547	\$634	\$726	\$807	\$688
UC of Leeds and Grenville	\$608	\$761	\$872	\$920	\$822
UC of Prescott and Russell	\$527	\$618	\$766	\$739	\$725

Note:

1. Source: Rental Market Survey (RMS), Canada Mortgage and Housing Corporation.
2. *** Data Suppressed to Protect Confidentiality or Data is not Statistically Reliable.

On May 28, 2018, DSB staff were advised by Ministry of Housing staff that the Manitoulin-Sudbury DSB AMR's were based on Grants Ontario database system based on our capital builds. The problem is, the Manitoulin-Sudbury DSB has never had a capital build and there would be nothing in the Grants Ontario database to set the AMR.

On June 5 and June 12, 2018, staff were then told that the Manitoulin-Sudbury DSB's AMR's were based on Ontario Works and Ontario Disability Support Program shelter rates multiplied by 105%.

Finally, on June 14, 2018, staff were informed that the PHB-SPP Average Market Rents reflect the current Ontario Works modified shelter allowance rates.

**2018-19 Average Market Rents for the Portable Housing Benefit - Special Priority Policy (PHB-SPP)
(for the period of July 2018 - June 2019)**

Service Manager	Average Market Rent			80% of Average Market Rent		
	1-Bed	2-Bed	3-Bed	1-Bed	2-Bed	3-Bed
Algoma DSSAB	707	900	976	566	720	781
Cochrane DSSAB	774	921	1,042	619	737	834
Manitoulin-Sudbury DSSAB	666	900	976	533	720	781
Nipissing DSSAB	743	907	1,121	594	726	897
Parry Sound DSSAB	666	900	976	533	720	781
Sault Ste. Marie DSSAB	666	900	976	533	720	781
Kenora DSSAB	718	900	976	574	720	781
Rainy River DSSAB	666	900	976	533	720	781
Thunder Bay DSSAB	778	959	1,194	622	767	955
Timiskaming DSSAB	666	900	976	533	720	781
UC of Leeds and Grenville	743	854	917	595	720	781
UC of Prescott and Russell	666	900	976	533	720	781

Updated: June 2018

Comparing the PHB-SPP with our current DSS program

As mentioned in the [previous issue report](#), the DSB is currently offering a very similar program to the residents in the Manitoulin-Sudbury DSB jurisdiction. There are a few differences between the PHB-SPP and the DSS program that the DSB currently operates.

The first difference between the programs is that the PHB-SPP do not consider the actual rent and utility costs paid while the DSS program considers the actual rent and utility costs paid by the applicant.

The second difference between the programs is that the PHB-SPP Market Rents is being established by the province based on a flawed methodology which appears to be changing from week to week and the DSS program is utilizing the current DSB Market Rent amounts approved by the Manitoulin-Sudbury DSB Board as a basis for the maximum benefit payable to the client.

As CMHC does not provide the Manitoulin-Sudbury DSB with Average Market Rents for the District, the Ministry has advised us that we may request alternative Average Market Rents that are based on a local market rent survey for the Ministry's consideration or just use the rents provided that are based on the Ontario Works modified shelter allowance rates.

This would not apply to us because we do not have CMHC AMR to compare to the OW Shelter allowance. We have no way of knowing if the 105% of OW Shelter exceeds the CMHC AMR because we have never been provided with a CMHC AMR.

*"In some Service Manager areas, maximum rents will be based on a Modified Ontario Works (OW) shelter allowance. The proponent is allowed to charge rents of up to 105 per cent of a modified OW shelter allowance, provided it does **not exceed the CMHC AMR**. In areas where 80 per cent of CMHC AMR is less than 105 per cent of a modified shelter allowance, the higher rent will prevail."*

The current PHB-SPP program design would ensure a systematic means of discriminating against our communities by subjecting to an Average Market Rent that is based on a flawed methodology.

Direct Shelter Subsidy Analysis

We are currently providing Direct Shelter Subsidy to approximately 180 families.

If the province were to inform us that we can no longer operate the DSB Direct Shelter Subsidy program and that we must abide the new Portable Housing Benefit calculation methodology for all DSS recipients, it would have the following affects on our current 180 Families receiving DSS:

- | | |
|----------------------------|--|
| 32 Families or 18%: | would loose their housing benefit |
| 99 Families or 55%: | would qualify for the PHB benefit but at a much-reduced rate because any amounts paid by the tenant for heat, hydro or other utility costs utilities are not included in PHB |
| 15 Families or 8%: | would see no change as their rent includes all utilities |
| 34 Families or 19%: | would be at an advantage with the PHB however the amount of money allocated to them would not include the full shelter costs. |

Conclusion

Based on our current analysis **131 families or 73%** of the 180 families currently receiving Direct Shelter Subsidy would be worse off using the provincial Portable Housing Benefit calculation became the new standard for all forms of Provincial Portable Housing Benefits and possibly for the new Federal Housing Benefit.

Staff are recommending that the Board encourage the Federal and Provincial governments to ensure flexibility within their proposed Federal and Provincial Housing Benefits.

Creating a Provincial Portable Housing Benefit – Special Priority Program that does not consider the actual cost of rent, heat and utilities paid by tenants is a real concern for Northerners.

This is of particular concern in Northern Ontario where natural gas is not available in many communities and Hydro One rates are exorbitant. A one size fits all does not work well for Northern Ontario, particularly for small rural and remote communities whose existing resources are stretched to the maximum.

Furthermore, if the Ministry of Housing had indicated they would not honour the Board approved Market Rent when they were established in 2015, we would not be in the current situation.

The Ministry of Housing is arbitrarily changing the rules and in this case re-victimizing Victims of Family Violence as the Market Rents established by the DSB will not be used to determine PHB-SPP eligibility.

Staff will keep the board apprised of this initiative and the impact it will have on the clients currently in receipt of this subsidy and the impact it will have on the Market Rents.



RECEIVED

JUL 19 2018

MANITOULIN HEALTH CENTRE
www.manitoulinhealthcentre.com

□ **Little Current Site**
Box 640, Little Current, ON P0P 1K0
(705) 368-2300

□ **Mindemoya Site**
Box 170, Mindemoya, ON P0P 1S0
(705) 377-5311

July 16, 2018

Greetings, Patrons!

This year will mark the last opportunity that I will likely have to touch base and share with you on behalf of Manitoulin Health Centre (MHC), as I will be retiring as of October 1st. It has been a true pleasure working with you, the wonderful people who help improve health care for our region. I'm pleased to present for your review an exclusive, personal copy of our *Annual Report to our Community* for the fiscal year of 2017-18.

In this document, you will find a summary of key activities, services, and achievements that have been realized over the past year at MHC; I hope that you will agree with me when I say that I believe it's been a very successful year! I'm extremely proud of the efforts shown at all levels of our organization. Indeed, our people are our greatest resource, and our success as a hospital is founded upon them.

In addition, I would like to take a moment to recognize and thank everyone who helped make this year's fundraising efforts such an outstanding success. As a result of the continuing generosity and support we enjoy, such as that which you have rendered over the years, important goals continue to be within reach.

Enjoy our Annual Report and thanks for being part of MHC's Extended Family.

Sincerely,

Derek Graham
President and Chief Executive Officer



MANITOULIN HEALTH CENTRE (MHC)

2017-18 Annual Report to Our Community

Here for you – fulfilling our Mission: *“To contribute to the health and well-being of all who come to us in need.”*

*We are proud to be your local two-site hospital (in Little Current & Mindemoya), serving the residents and visitors of the Manitoulin Island Region. Our organization experienced a very successful year of activities and achievements. There were many challenges met and the success we have enjoyed as a hospital is a direct result of the combined efforts of everyone associated with MHC; **THANK YOU to All!***

MHC’s Activities & Services for 2017/18:

- ❖ over 225 staff and affiliated clinicians working for you
- ❖ chemotherapy, cardiac rehab, diabetic case management and community withdrawal services
- ❖ in-patient dietitian services
- ❖ about 15% of our patients reside off-Island
- ❖ 7,800 active in-patient days and 33 newborns
- ❖ 21,000 emergency department visits
- ❖ 414 colonoscopies & other minor surgical procedures
- ❖ 630,000 laboratory tests completed
- ❖ 20,000 X-ray and Ultrasound procedures performed
- ❖ 3,200 physiotherapy treatments
- ❖ 2,000 other care visits (chemo, wound care, transfusions, etc.)
- ❖ a major employer and economic driver for the Island

Did you know that MHC’s arrangements with other organizations allow for a broader range of programs to be available locally and many are located right at our two sites? Some of these include:

- ❖ modern space for physician clinics and family health teams
- ❖ dialysis
- ❖ community mental health
- ❖ telehealth (video-patient visits)
- ❖ community physiotherapy
- ❖ wound care for patients no longer in the hospital
- ❖ diabetic retinal screening (tele-ophthamology)
- ❖ optometry
- ❖ visiting specialist physicians and surgeons
- ❖ access to care at other hospitals

Here are some of the specific goals achieved over the past year:

- Tenth year in a row for balanced budget operations
- Opening the expanded Little Current Site ER
- Launching hospice suites at each site
- A newly renovated pharmacy room with new packaging equipment
- Beginning an infrastructure study for the future needs of the Mindemoya Site physical plan
- Launching a pathway plan towards a new organizational Strategic Plan
- Ongoing fundraising to support the purchase of new telemetry and related equipment for cardiac care at both sites
- Working within the Manitoulin Health Collaborative towards shared goals and metrics
- Enhancing First Nations care support, through staff cultural awareness training and renovations
- A full-time physician recruited, as a result of our shared effort with the North Shore Health Network
- Expanding the presence of patient advocates within additional committees at MHC
- Expanding physio assessments for patients who may require joint replacement surgery (in partnership with Health Sciences North)
- Partnering with other local agencies to offer additional medical student training opportunities across the Island
- Providing leadership to help evolve the region’s electronic health information system through clinical standardization
- Advocacy leading to funding for all Ontario hospitals (2% global base increase, as well as \$20 million for innovation funding)
- Continuing to support the partnership for the Non-Urgent Patient Transportation Service
- Leading our local Health Link (partnership with local agencies for better coordinated care for selected complex patients)
- Continuing the successful delivery of physio services through a local partnership

Important Measure:

- Patient satisfaction rates of over 95%
- Hand hygiene compliance rates of over 92%
- Medication Reconciliation rates of over 98%
- Very low Hospital Acquired Infection Rates (almost zero)

Help Support MHC’s Telemetry Campaign “Telemetry – The Heart of the Matter” for Cardiac Monitoring –All donations are greatly appreciated and tax receipts are available.

Donor Name: _____

Address: _____

Phone #: _____ Amount of Donation: _____

For donations of \$1000 or more, we will contact you at a later date, regarding recognition with an engraved leaf on the Tree of Life

Please complete this form and send it with your donation to:
Manitoulin Health Centre Donations
 c/o Derek Graham, CEO
 P.O. Box 640
 Little Current, ON
 POP 1K0



The Corporation of the Township of
NORTH STORMONT
RESOLUTION

Date: June 26, 2018

Resolution No. RES-1437-2018

MOVED BY:

Deputy Mayor Bill McGimpsey
Councillor Jim Wert
Councillor François Landry
Councillor Randy Douglas

SECONDED BY:

Deputy Mayor Bill McGimpsey
Councillor Jim Wert
Councillor François Landry
Councillor Randy Douglas

WHEREAS Ontario's Green Energy Act clearly outlines the commitment the Province has to Green Energy; and

WHEREAS Municipal governments have been removed from having any meaningful input in these Green Energy projects; and

WHEREAS Legal agreements between Municipalities and Green Energy companies cannot guarantee the future safeguards needed to protect lower tier governments from financial exposure if Green Energy companies forfeit their responsibilities; and

WHEREAS the magnitude of some of these projects would financially cripple a municipal government if they inherited restoration or repair costs;

THEREFORE be it resolved that the Province of Ontario extend its areas of responsibility to include any costs that Municipalities may have to inherit from Green Energy projects. Such as water quality, site restoration, infrastructure repair;

AND that this resolution be circulated to Premier Doug Ford, Ministry of Energy Minister 
~~Glenn Hildebrand~~, MPP Jim McDonnell, United Counties of SDG, AMO and all the municipalities of Ontario.

FOR

AGAINST

Recorded Vote:

CARRIED:



Mayor

DEFEATED:

Mayor

Declaration of Conflict of Interest:

- Disclosed His/Her/Their interest
- Vacated His/Her/Their Seat
- Deferred



CAO/CLERK

THE CORPORATION OF THE TOWNSHIP OF ASSIGNACK

BY-LAW #18-25

**BEING A BY-LAW to provide for a Multi-Year Accessibility Plan
for the Township of Assignack**

WHEREAS Section 11 of the Ontarians with Disabilities Act provides that each year the council of every municipality shall prepare an accessibility plan and seek advice from an accessibility advisory committee;

AND WHEREAS Section 4 of the Accessibility for Ontarians with Disabilities Act, 2005, requires designated public-sector organizations to establish, implement, maintain and document a multi-year accessibility plan and provide an annual status report on the progress of measures taken to implement the strategies outlined in the Accessibility Plan;

AND WHEREAS Assignack Council reviewed the Multi-Year Accessibility Plan for the Township of Assignack and recommend that Council adopt the Plan as the official Accessibility Plan of the Township;

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

1. THAT Schedule "A" attached hereto and forming part of this by-law be adopted as the Multi-Year Accessibility Plan for The Corporation of the Township of Assignack.
2. THAT this by-law shall come into force and take effect upon third and final reading.

Read a First, Second, and Third time
and finally passed this
7th day of August, 2018.

Mayor – P. Moffatt

Clerk – J. Rody

Seal



The Corporation of the Township of Assiginack

By-Law #18-25

**A By-Law to provide for a Multi-Year Accessibility Plan
for the Township of Assiginack**

Passed: August 7, 2018

Updated:

As amended by By-law Number:

THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK
MULTI YEAR ACCESSIBILITY POLICY

2018

In accordance with the Accessibility for Ontarians with Disabilities Act.

PREAMBLE:

The Corporation of the Township of Assiginack acknowledges the legislative requirements for a multi year accessibility policy under the Integrated Accessibility Standards regulations O Reg. 191/11.

The Township of Assiginack is committed to improving access and opportunities for people with disabilities. The accessibility policy outlines how the Township of Assiginack will achieve compliance with the IASR Standards and our ongoing commitment to the independence and inclusion of people with disabilities.

This plan will be reviewed and updated every five years with an annual report being posted on the Municipality's website.

POLICY STATEMENT:

This policy is intended to fulfill the requirements of the IASR as set out in Regulation 191/11 of the Accessibility for Ontarians with disabilities Act, 2005, to establish a multi year accessibility policy for the Township of Assiginack governing the accessibility standards information and communications, employment transportation and design of public spaces.

The Accessibility for Ontarians with Disabilities Act., 2005 is a Provincial Act with the purpose of developing, implementing and enforcing Accessibility Standards in order to achieve accessibility for persons with disabilities with respect to goods, services, facilities, accommodations, employment, building, structures and premises.

The Policy is prepared in accordance with the Integrated Accessibility Standard (O. Reg 191/11) and addresses the following:

-The provision of accessible information and communications to persons with disabilities upon request.

-Accessible employment and recruitment policy and practice to ensure inclusion of person with disabilities.

-Return to Work Policy/Plan/Practice.

-Workplace Accommodations for employees with disabilities.

-Individualized Workplace Emergency response information to employees who have a disability.

-Accessibility considerations when procuring or acquiring goods, services or facilities.

-Notice of availability and accessible formats of documents.

-IASR Training Requirements

-Web Content Accessibility Guidelines

-Transportation Standard booking requirements.

DEFINITIONS:

'Accessible Formats' may include but are not limited to large print, recorded audio and electronic formats, braille and other formats usable by persons with disabilities.

'Corporation' means the Corporation of the Township of Assiginack.

'Council' means the Council of the Corporation of the Township of Assiginack.

'Communication Supports' may include but are not limited to captioning, alternative and augmented communication supports, plain language, sign language and other supports that facilitate effective communications.

'Disability' means:

- a) Any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and without limiting the generality of the foregoing, includes diabetes, mellitus, epilepsy, a brain injury, any degree of paralysis, amputation,

lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device.

- b) A condition of mental impairment or developmental disability
- c) A learning disability or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language
- d) A mental disorder
- e) An injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act, 1997.

'Mobility Aid' means a device used to facilitate the transport, in a seated posture of a person with a disability.

'Mobility Assistive Device' means a cane, walker or similar aid.

'Municipality' means the Corporation of the Township of Assiginack.

APPLICATION AND SCOPE:

This policy applies to all employees and volunteers, all persons who participate in developing the Municipality's policies and all other persons who provide goods, services or facilities on behalf of the Municipality.

This policy is created in accordance with the Regulation and states how the Corporation achieves accessibility and meets the Requirements of the Regulation. It provides the direction that will be followed to meet the needs of persons with disabilities in the provision of goods, services and facilities. We are committed to doing so in a manner that respects the dignity, independence and inclusion of persons with disabilities. We will do so in a timely manner and by preventing or removing barriers to accessibility in the areas of customer service, information and communication, employment, transportation and our facilities.

We are committed to meeting the requirements of the applicable legislation and regulation, including the AODA and OHRC.

PROVISIONS:

Multi Year Plan:

This plan will be maintained and updated to outline our strategy and goals to prevent and remove barriers and comply with the requirements of the Integrated Accessibility Standards. The multi year plan and annual status reports will be posted on the Municipality's website and made available in an accessible format upon request. The multi year plan will be reviewed in 2019 and updated every five years thereafter.

Procurement:

The Municipality incorporates accessibility criteria and features when procuring goods, services or facilities, except when it is not practicable to do so. In such an event, an explanation will be provided upon request.

The Municipality does not have self serve kiosks at this time. Should this change, accessibility features will be incorporated into such facilities.

Training:

The Municipality will ensure that training is provided as required by the Integrated Accessibility Standards and will be appropriate to the duties of those receiving training.

Training will be provided on the Ontario Human Rights Code.

Training is provided as soon as is practicable for employees and volunteers. Training records will include the date of training, names of individuals receiving training and will be subject to the Municipal Freedom of Information and Protection of Privacy Act.

The Municipality is also committed to meeting the communication needs of people with disabilities in accordance with the Integrated Accessibility Standards and will notify the public about the availability of accessible formats and communication supports as required.

Alternative formats such as large print, electronic copies of documents, braille documents are available upon request and at a cost that is no more than the regular cost charged to other persons.

The Municipality will consult with the person making a request for an alternative format. In situations where the information or communication are unconvertible, the Municipality will provide the person requesting the information or communication with an explanation as to why the information or communication are unconvertible along with a summary of the unconvertible information or communications.

The Municipality has a process in place for receiving and responding to feedback provided about accessibility and access that are provided in an accessible manner and with communication supports upon request.

Information about the feedback process will be readily available to the public and notice of the process will be posted on the municipality's website (Assiginack.ca) and other appropriate locations.

Emergency procedures, plans and public safety information that is prepared by the Municipality and available to the public, will be in an accessible format or with appropriate communication supports as soon as practicable, upon request.

The Municipality will make its internet website and web content conform to the world Wide Web Consortium Web Content Accessibility Guidelines (WCAG 2.0).

Accessible Employment:

The Municipality is committed to fair and inclusive employment practices, as required in the Integrated Accessibility Employment Standards. Accommodations for persons with disabilities are available throughout the cycle of recruitment and employment.

The Municipality will notify all employees and the public about the availability of accommodations for applicants with disabilities in the recruitment process and for all existing employees.

Advertisements will include the following statement: *'The Township of Assiginack welcomes and encourages applications from individuals with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.'*

Candidates will be advised upon selection to participate in an interview that accommodations are available upon request.

Successful candidates will be notified of the policies for accommodating employees with disabilities with an offer of employment.

The Municipality will inform its current employees of updates to its policies used to accommodate employees with disabilities. This information will be provided to all new employees as part of new employee orientation and as part of a Municipal Return To Work Policy.

Upon request of the employee, the Municipality will consult with an employee with a disability to provide or arrange for accessible formats or communication supports for information or communication that is generally available to employees in the workplace.

The Municipality provides individualized workplace emergency response information to employees who have a disability as required when made aware of the disability, as soon as practicable.

As part of the Return to Work Policy and Program for employees who are returning to work after injury or illness the Municipality will work with the employee to develop a written Individual Accommodation Plan.

The Return to Work Policy and Program:

- outlines how an employee requests accommodation and participates in developing the plan.
- is available in an accessible format that takes into account the employee's disability and accommodation needs.
- accommodation plans are individualized plans, developed with the employee's supervisor or other support person (if so requested) and medical expert such as physician or Occupational Therapist.
- How and when requests for third party medical assessments are requested to assist in determining appropriate accommodations, costs for same to be covered by the Municipality.
- the frequency, manner and timelines for reviewing individual accommodation plans.

In a situation where an Individual accommodation plan is denied, the employee will be provided for the reason for the denial in writing, in a format that takes into account the employee's disability and accommodation needs.

The Municipality will consider the accessibility needs and supports and individual accommodation plans in employee performance management, career development and redeployment.

Design of Public Spaces:

The Municipality is committed to designing public spaces that are free from barriers and accessible to all users. The Municipality will comply with the Design of Public spaces Standards with respect to public spaces that are newly constructed or redeveloped including:

Trails and beaches, exterior paths of travel, accessible parking, outdoor play areas, outdoor eating areas.

Modifications to This or Other Policies:

The Municipality is committed to developing accessibility policies that respect and promote the dignity, independence and inclusion of people with disabilities. Any impact or potential impact to persons with disabilities will be considered prior to amending this or any other municipal policy.

Any existing policy of the Municipality that does not do so shall be modified or repealed.

Copies of This Policy:

Any questions, concerns or comments, or requests for copies of this policy will be provided or referred to the Chief Administrative Officer or designate of the Municipality.

THE CORPORATION OF THE TOWNSHIP OF ASSIGNACK

BY-LAW #18-26

BEING A BY-LAW of the Corporation of the Township of Assignack to authorize an amendment to By-law #99-03.

WHEREAS the appropriate authority is found in Sections 8 and 11 Municipal Act, RSO 2001, Chapter M .25 as amended and Section 34 of the Planning Act;

AND WHEREAS the Council of the Corporation of the Township of Assignack deems it expedient to add a "Schedule 'B'-Building Officials Code of Conduct Policy" to By-law # 99-03;

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

1. THAT Schedule 'B' attached hereto and forming part of this by-law be added to By-law #99-03 as Schedule B and be hereby adopted as the Building Officials Code of Conduct for The Corporation of the Township of Assignack.
2. THAT this by-law shall come into force and take effect upon third and final reading.

Read a First, Second, and Third time
and finally passed this
7th day of August, 2018.

Mayor – P. Moffatt

Clerk – J. Rody

Seal

SCHEDULE B

BY-LAW # 99-03

BUILDING OFFICIALS CODE OF CONDUCT POLICY

Building Code Act, Section 7.1

POLICY STATEMENT:

The Council of the Township of Assiginack enacts this policy and its standards of conduct and professionalism as its Code of Conduct for its building officials and inspectors. The Code of Conduct applies to the Chief Building Official and inspectors appointed under the Building Code Act in the exercise of a power or the performance of a duty under the Building Code Act or the Ontario Building Code. The purpose of this Code of Conduct is to promote appropriate standards of behaviour and enforcement actions to ensure building officials apply standards of honesty and integrity and to prevent practices constituting an abuse of power including unethical or illegal practices.

STANDARDS OF CONDUCT FOR BUILDING OFFICIALS:

Building Officials shall undertake at all times to:

- Act in the public interest, particularly with regard to the safety of buildings and designated structures and their occupants.
- Maintain their knowledge and understanding of the best current building practice, the building laws and regulations relevant to their building certifying functions.
- Commit themselves to a process of continuous education so as to constantly be aware of development in building design, practice and the law relevant to their duties.
- Comply with the provisions of the Building Code Act, the Building Code and any other Act or applicable law that regulates or governs building officials and their functions;
- Avoid situations where there may be, or where there may reasonably appear to be, a conflict between their duties to their clients, their

profession their peers and the public at large and their personal interests.

- Not to act beyond their level of competence or outside their area of expertise.
- Apply all relevant building laws, regulations and standards strictly and without favour and independent of the influence of interested parties or members of Municipal Council.
- Perform their inspections and certifying duties impartially and in accordance with the highest professional standards.
- Not divulge any confidential or sensitive information or material that they become privy to in the performance of their duties except in accordance with the laws governing the Municipal Freedom of Information and Protection of Privacy.
- Extend professional courtesy to all.
- Not act officiously or permit personal feelings, prejudices, animosities or friendships to influence decisions.
- Recognize the appointment under the Building Code Act as a symbol of public faith.
- Maintain current accreditation to perform the functions assigned to them.
- Take all reasonable steps to ascertain and document all available facts relevant to the performance of their duties and
- Exemplify compliance with all regulations and standards that govern building construction, health and safety or other matters related to their status as a building official.

GUIDELINES FOR RESPONDING TO MISCONDUCT ALLEGATIONS

The Building Code Act provides that the performance of building officials will be measured against this Code of Conduct. In response to any allegation of a breach of this Code by an inspector the chief building official shall direct an investigation and where appropriate, recommend disciplinary action against an inspector who fails to comply with this Code of Conduct to the Chief Administrative Officer. Where the allegation is against the chief building official, the Chief Administrative Officer shall direct the investigation and take such disciplinary action as is reasonable in the circumstances and report such action to the Council.

PUBLIC NOTIFICATION PRACTICE

This Code of Conduct will be posted, including on the Township's website and will be made available upon request, to ensure that the Code of Conduct has been made available to the public.

THE CORPORATION OF THE TOWNSHIP OF ASSIGNACK

BY-LAW # 18-27

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

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

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

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

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

Read a first, second and third time
and finally passed this
7th day of August, 2018.

P. Moffatt: MAYOR

J Rody: CLERK

Seal