



**REGULAR MEETING OF COUNCIL
To Be Held in the Council Chambers
Tuesday, October 16th, 2018 at 5:00 p.m.
Council's Regular Meeting Agenda**

For consideration:

1. OPENING

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

2. ANNOUNCEMENTS

3. ADOPTION OF MINUTES

- a) Regular Council Meeting of September 18, 2018 (p.3)
- b) Manitoulin East Municipal Airport Commission Meeting of October 1, 2018 (p.7)
- c) Public Health Sudbury & Districts Board Meeting of September 20, 2018 (p.8)

4. DELEGATIONS

5. REPORTS

6. ACTION REQUIRED ITEMS

- a) Accounts of Payment: General: \$266,642.99, Payroll: \$39,132.95 (p.15)
- b) Financial Statements for the Year to Date as at September 30, 2018 (p.24)
- c) MPAC Response to Municipal Act s.357 Application (p.37)
- d) Manitoulin Tourism Association: Island-Wide Tourism Steering Committee Memorandum of Understanding (p.39)
- e) MICA Request to Install Road Signs (p.41)
- f) Road Allowance Closure Notice (p.42)

7. INFORMATION ITEMS

- a) OPP Municipal Policing 2019 Annual Billing Statement (p.44)
- b) Township of Amaranth Resolution (p.57)
- c) Township of Montague Resolution (p.58)
- d) OPP North East Region Amalgamation (p.60)

8. BY-LAWS

- a) By-law #18-29: To establish Compliance Audit Committee Procedures for the 2018 Municipal Election (p.62)

9. CLOSED SESSION

- a) Security of the property of the municipality (*Municipal Act, 2001, ch.25, s.239(2)(a)*)

10. ADJOURNMENT

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

The Regular Meeting of the Council of the Corporation of the Township of Assiginack was held in the Council Chambers on Tuesday, September 18, 2018 at 5:00 p.m.

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

Staff: Alton Hobbs, CAO
Jeremy Rody, Clerk

Press: Alicia McCutcheon, Expositor

OPENING:

#253-18-18 H. Moggy – B. Reid

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

CARRIED

AGENDA:

#254-18-18 B. Reid – H. Moggy

THAT the agenda for this meeting be accepted as presented.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST:

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

ANNOUNCEMENTS:

Councillors recognized Manitowaning resident, Jeannette Corbiere Lavell for receiving the Order of Canada earlier this month at Rideau Hall for her lifelong work and dedication to improving indigenous women's rights and equality in Canada. Councillor Fields also

recognized the Manitowaning Agricultural Society for an excellent Fall Fair and Sylvia Moggy for organizing the horse show/exhibition. Lastly, Councillor Fields thanked the Manitoulin Expositor for organizing the Salmon Classic as it brought many anglers to the marina in Manitowaning.

Councillor Reid announced a reminder to the community that it is time to start decorating for Harvest Glory Days and that planning is well under way for the annual Pumpkin Festival and it is going to be fantastic this year.

MINUTES

#255-18-18 H. Moggy – B. Reid

THAT the minutes of the Regular Council meeting of September 4, 2018, be accepted.

CARRIED

#256-18-18 B. Reid – H. Moggy

THAT the minutes of the Assiginack Museum Advisory Committee meeting of August 14, 2018, be accepted.

CARRIED

#257-18-18 H. Moggy – B. Reid

THAT the minutes of the Manitoulin East Municipal Airport Commission meeting of September 10, 2018, be accepted.

CARRIED

DELEGATIONS:

None.

REPORTS:

None.

ACTION REQUIRED ITEMS:

#258-18-18 B. Reid – H. Moggy

THAT Council authorizes the following Accounts for Payment:

General: \$134,054.37

AND THAT the Mayor and administration be authorized to complete cheques #28091 through #28115 as described in the attached cheque register reports.

CARRIED

#259-18-18 R. Case – L. Fields

THAT Council authorizes the following Accounts for Payment:

Payroll: \$21,996.42

AND THAT the Mayor and administration be authorized to complete cheques #28081 through #28090 as described in the attached cheque register reports.

CARRIED

#260-18-18 L. Fields – R. Case

THAT Assiginack Council has received the Year to Date Financial Statements as at August 31, 2018.

CARRIED

#261-18-18 R. Case – L. Fields

THAT Assiginack Council increases the hourly ice rentals for regular and private users by 2% for the 2018-19 season;

AND THAT rental rates for the use of the atrium and pavilion be implemented at \$75.00 per day.

CARRIED

#262-18-18 L. Fields – R. Case

THAT Assiginack Council supports the resolution of the Council of the Township of North Frontenac originally passed on August 3, 2018, advocating that the New Provincial Government continue to support rural fire services and provide sufficient funding to cover additional costs associated with the certification initiative.

CARRIED

INFORMATION ITEMS:

#263-18-18 R. Case – B. Reid

THAT we acknowledge receipt of the following correspondence items:

- a) The Manitoulin Expositor: Salmon Classic Letter
- b) Township of South Glengarry Resolution
- c) Manitoulin Streams Newsletter

CARRIED

BY-LAWS:

None.

CLOSED SESSION:

None.

CLOSING:

#264-18-18 L. Fields – R. Case

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

CARRIED

Paul Moffatt, MAYOR

Jeremy Rody, CLERK

5:15 p.m.

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

**Manitoulin East Municipal Airport Commission Inc.
Commission Meeting Minutes
October 1, 2018**

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

Meeting called to order by Marcel Gauthier

Declaration of pecuniary interest- nil

Motion 2018 10 53

Moved by , P. Skippen

Second by B. Case

Resolved that the Commission approves the agenda for the meeting of October 1, 2018

Carried

Motion 2018 10 54

Moved by D. Orr

Second by P. Skippen

Resolved that the Commission approves the minutes of the meeting of September 10, 2018

Carried.

Motion 2018 10 55

Moved by P. Moffat

Second by B. Case

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

Carried

Motion 2018 10 56

Moved by P. Skippen

Second by D. Orr

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

Carried

Motion 2018 10 57

Moved by B. Case

Second by P. Skippen

Resolved that the Commission not schedule a Commission meeting for February 2019.

Carried

Motion 2018 10 58

Moved by P. Skippen

Second by D. Orr

Resolved that the Commission meeting of October 1 , does now adjourn at 7:30 P.M.

Carried



UNAPPROVED MINUTES – SIXTH MEETING
BOARD OF HEALTH
PUBLIC HEALTH SUDBURY & DISTRICTS
BOARDROOM, SECOND FLOOR
THURSDAY, SEPTEMBER 20, 2018 – 1:30 P.M.

BOARD MEMBERS PRESENT

Maigan Bailey
Janet Bradley
James Crispo

Jeffery Huska
Robert Kirwan
Monica Loftus

Thoma Crabs
Rita Pilon
Carolyn Thain

BOARD MEMBERS REGRETS

René Lapierre
Paul Myre

Ken Noland
Mark Signoretti

Nicole Sykes

STAFF MEMBERS PRESENT

Sandra Laclé
Stacey Laforest
Rachel Quesnel

France Quirion
Dr. Penny Sutcliffe
Renée St. Onge

Dr. Ariella Zbar

MEDIA PRESENT

Sudbury Star

J. HUSKA 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) Public Health Update on Cannabis

– Anik Proulx, Manager, Health Promotion Division

Dr. Sutcliffe indicated that both the Health Promotion and Health Protection staff will have responsibilities as it relates to cannabis; however, today's presentation will focus on health promotion's work as the provincial government has paused relevant legislation and is undergoing a review.

Health Promotion Manager, A. Proulx, was introduced and welcomed to provide the local context, outline health impacts of cannabis use, share legislation to date, and describe public health's approach.

Under the Ontario Public Health Standards, public health has a responsibility to prevent or delay substance use, to use a public health approach to strengthen community capacity and minimize the harms and negative health impacts associated with cannabis consumption, and to work with partners to address the impacts of substance use.

The Board was informed on the difference between recreational and medical cannabis, health effects, statistics of use (for which the data is considered to be underreported since cannabis is an illegal substance). It was noted that evidence shows that cannabis use carries significant health risks, especially for individuals who use it frequently, begin to use it at an early age or both. Regular use of cannabis during adolescence is associated with changes to brain structure and function which may limit a young person's educational, occupational and social potential.

The Ontario Cannabis Act will come into force on October 17, 2018, the same day that cannabis is legalized by the Federal government. The Smoke-Free Ontario Act (SFOA) 2017, to come into force July 1, 2018, was paused by the provincial government to review the new regulations related to vaping. The new SFOA was intended to regulate the smoking and vaping of medical cannabis. The province is also introducing legislation for a private retail model that, if passed, will be launched by April 1, 2019.

The public health approach to the legalization of cannabis has four areas of focus and the Public Health Sudbury & Districts work for each approach was outlined:

- 1) monitoring and surveillance
- 2) health protection
- 3) harm reduction
- 4) health promotion

Questions were entertained. A. Proulx described the health unit's work with community partners, including schools and post-secondary institutions. The use of medicinal versus recreational cannabis was further described. The public health's focus, as it relates to harm reduction and health promotion was clarified. A. Proulx was thanked for her presentation.

5. CONSENT AGENDA

- i) **Minutes of Previous Meeting**
 - a. Fifth Meeting – June 21, 2018

- ii) **Business Arising From Minutes**
- iii) **Report of Standing Committees**
 - a. Board of Health Executive Committee Unapproved Minutes dated July 11, 2018
- iv) **Report of the Medical Officer of Health / Chief Executive Officer**
 - a. MOH/CEO Report, September 2018
- v) **Correspondence**
 - a. Repeal of Section 43 of the Criminal Code Refresh 2017
 - Letter from the Perth Board of Health to the Minister of Justice dated June 14, 2018
 - b. Cannabis Sales Taxation Revenue
 - Letter from the Grey Bruce Health Unit Acting Medical Officer of Health to the Premier-Elect dated June 18, 2018
 - c. Recommendation/Resolution Report – Oral Health Report Update 2018
 - Letter from the Grey Bruce Health Unit Acting Medical Officer of Health to the Windsor-Essex County Health Unit dated June 18, 2018
 - d. Youth Exposure to Smoking in Movies
 - Letter from the Grey Bruce Health Unit Acting Medical Officer of Health to the Ontario Film Review Board dated June 18, 2018
 - e. Cancellation of the Basic Income Research Project
 - Letter from the Public Health Sudbury & Districts Board Chair to the Premier of Ontario dated August 3, 2018
 - Email from the Premier of Ontario to the Public Health Sudbury & Districts Board Chair dated August 7, 2018
 - Letter from the Association of Local Public Health Agencies to the Minister of Children, Community and Social Services dated August 2, 2018
 - Letter from the Simcoe Muskoka Board of Health to the Minister of Children, Community and Social Services dated August 1, 2018
 - Letter from the Peterborough Public Health Board of Health to the Minister of Children, Community and Social Services dated August 3, 2018
 - Letter from the North Bay Parry Sound District Board of Health to the Premier of Ontario and the Minister of Children, Community and Social Services dated August 16, 2018
 - Letter from the Haliburton, Kawartha, Pine Ridge District Board of Health to the Minister of Children, Community and Social Services dated August 17, 2018
 - Letter from the Timiskaming Board of Health to the Premier of Ontario dated August 8, 2018
 - Letter from the Leeds, Grenville and Lanark District Board of Health to the Premier of Ontario dated August 30, 2018
 - Letter from the Huron County Board of Health to the Premier of Ontario dated September 6, 2018

- f. Drug Policy Reform
 - Letter from the Simcoe Muskoka District Board of Health to the Minister of Health and the Minister of Justice and Attorney General of Canada dated July 10, 2018
 - Letters from the Toronto Board of Health to interested parties dated August 1, and August 3, 2018
- g. Smoke-Free Ontario Act, 2017
 - Letter from the President of the Association of Local Public Health Agencies to the Minister of Health and Long-Term Care dated July 4, 2018
 - Letter from the Timiskaming Board of Health to the Minister of Health and Long Term Care dated July 12, 2018
 - Letter from the Kingston, Frontenac and Lennox & Addington Board of Health to the Deputy Premier and Minister of Health and Long-Term Care dated July 16, 2018
 - Letter from the Premier of Ontario to the Public Health Sudbury & Districts' Board Chair dated July 17, 2018
 - Letter from the Windsor-Essex County Board of Health to the Premier of Ontario dated July 19, 2018
 - Letter from the Middlesex-London Board of Health to the Minister of Health and Long-Term Care dated July 20, 2018
 - Letter from the Chatham-Kent Board of Health to the Premier of Ontario dated July 23, 2018
 - Letter from the Association of Local Public Health Agencies President to the Minister of Health and Long-Term Care dated July 24, 2018
 - Letter from the Board of Health for the Grey Bruce Health Unit to the Premier of Ontario dated July 27, 2018
- h. Supervised Consumption Facilities
 - Letter from the Association of Local Public Health Agencies to the Minister of Health and Long-Term Care dated July 27, 2018
- i. Health and Physical Education Curriculum
 - Letter from the Ontario Physical and Health Education Association President and the Executive Director & CEO to Dr. Sutcliffe dated August 1, 2018
- j. Literacy in Ontario Curriculum
 - Letter from the Kingston, Frontenac and Lennox & Addington Board of Health to the Provincial Minister of Education/Minister Responsible for Early Years and Child Care dated April 26, 2018
 - Letter from the Grey Bruce Health Unit Acting Medical Officer of Health to the Provincial Minister of Education/Minister Responsible for Early Years and Child Care dated June 18, 2018
 - Letter from the Peterborough Public Health Board of Health to the Deputy Premier and Minister of Health and Long-Term Care and the Minister of Education dated July 16, 2018

vi) **Items of Information**

- | | |
|--|---------------------|
| a. Public Health Sudbury & Districts Workplace Health Newsletter, English and French | 2018 Spring/Summer |
| b. alPHa Information Break Newsletter August 31, 2018 | July 24, 2018 |
| c. 2018 alPHa Conference Proceedings, The Changing Face of Public Health | June 10 to 12, 2018 |
| d. The Globe and Mail Article Delving into the health data shows that Canadian kids aren't all right By André Picard | September 4, 2018 |
| e. Public Health must become a priority by Trevor Hancock and Sen. Art Eggleton | September 12, 2018 |

It was clarified that the *Health Matters* municipal election primer will be shared with all municipal candidates of PHSD constituent municipalities. The primer from alPHa and the primer we had developed for the provincial election candidates were used for the development of the municipal primer. The municipal primer will outline PHSD priority public health issues. It will be posted to the PHSD website and promoted through social media.

Board members were pleased with the Chair's letter to the provincial government on Ontario Basic Income Research Project and the Reduction in the Scheduled Social Assistance Rate.

27-18 APPROVAL OF CONSENT AGENDA

MOVED BY PILON – KIRWAN: THAT the Board of Health approve the consent agenda as distributed.

CARRIED

6. NEW BUSINESS

i) **Annual Board of Health Self-Evaluation**

- 2018 Board Self-Evaluation Questionnaire

(electronic survey is available to Board members in BoardEffect app)

Board members are asked to complete the 2018 Board of Health self-evaluation survey by Tuesday, October 23, 2018. The completion rate for the annual Board of Health member self-evaluation will be included as one of the indicators in the 2018–2022 Accountability Monitoring Plan.

One new survey question that aligns with BOH Manual Policy C-I-14 BOH Self-Evaluation invites comments that would be helpful for the Chair as part of continuous

improvement. The electronic survey can be completed in BoardEffect and responses are anonymous. Reminders will be sent to the Board.

ii) **2018 Annual Service Plan and Budget Submission**

- Ministry of Health and Long-Term Care (MOHLTC) Overview and Feedback Slide Deck, August 2018

Dr. Sutcliffe clarified that although there is no action nor decisions related to this agenda item, it has been placed under New Business to recap the background and review the current status of these provincial reporting requirements.

A summary was provided regarding the MOHLTC directions to public health units since the release the first Annual Service Plan and Budget Submission template. The 2018 Annual Service Plan was the first MOHLTC template that required all public health units to describe the complete picture of programs and services being delivered, demonstrate that programs align with community priorities, and demonstrate the use of funding per program and service.

All Boards of Health have received specific feedback on their 2018 Annual Service Plan submission.

The MOHLTC has shared summaries from the 2018 public health unit submissions including total budget and FTEs by Ontario Public Health Standard, total FTEs by job categories, as well as the programs and interventions.

Due to the variation in the 2018 Annual Service Plan submissions, the templates were reviewed in depth and health units are being asked to review proposed changes in the 2019 templates. A draft risk management template to be completed annually by health units was also shared by the MOHLTC for feedback. The MOHLTC template was developed by the same individual with whom we had previously consulted on for risk management. Public Health Sudbury & Districts has a risk management plan in place and is well prepared to report to the Ministry on this topic.

It was concluded that, overall MOHLTC feedback regarding our 2018 Annual Service Plan was positive. A lot of internal program planning work is taking place for the upcoming 2019 Annual Service Plan. There are still unknowns regarding provincial direction on a number of public health files. The Northeast public health units continue to work on the collaboration initiative to look for opportunities to best work collaboratively. Further information will be shared with the Board as this project progresses.

7. ADDENDUM

28-18 ADDENDUM

MOVED BY CRISPO– LOFTUS: THAT this Board of Health deals with the items on the Addendum.

CARRIED

ii) **Opioid Overdoses Data**

- Statement from the Co-Chairs of the Special Advisory Committee dated September 18, 2018, Public Health Agency of Canada

Data has been released on apparent opioid-related deaths and suspected overdoses in Canada for the first quarter. Locally, work continues to address the opioid crisis through surveillance and working with local community partners and there is a desire to pursue a feasibility study for a supervised injection site or overdose prevention site.

iii) **Environmental Public Health Week**

- Public Health Sudbury & Districts Poster *Over 100 years of distinction in public health protection*

Board members were informed that Environmental Public Health Week will be celebrated the week of September 24 to 28, 2018. The work of environmental public health practitioners is highlighted in the shared poster that will be made visible in the lobby of 1300 Paris Street next week as well as a new release and social media posts.

8. ANNOUNCEMENTS / ENQUIRIES

The Board Executive Committee will be meeting to review the draft Indigenous Engagement Strategy next Tuesday before it is tabled at the October 18, 2018, Board of Health meeting. Board members are invited to attend the launch of the Public Health Sudbury & Districts Indigenous Engagement Strategy on October 18, 2018, at 3 p.m. in the Ramsey Room. An evening presentation will also be held that evening at 7 p.m. at Laurentian University with special guest Ken Lamoureux and live streamed. An email with the *Save the Date* has been sent to Board members who are asked to RSVP. Meeting requests will also be sent.

A print of 2018 Board of Health group photo was provided to all Board members.

9. ADJOURNMENT

29-18 ADJOURNMENT

MOVED BY LOFTUS – CRISPO: THAT we do now adjourn. Time: 2:16 p.m.

CARRIED

(Chair)

(Secretary)

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Ranges: **From:** **To:** **From:** **To:**
 Vendor ID First Last Chequebook ID First Last
 Vendor Name First Last Cheque Number 0028123 0028153
 Cheque Date First Last

Sorted By: Cheque Number

Distribution Types Included: All

ChqNo: 0028123	Date: 17/09/2018	Vendor: ALLAN ELLIOTT	Amount: \$60.00
InvNo: SEPT 2018	InvDesc: fd-reimb.drivers lic med	InvAmt: \$60.00	

ChqNo: 0028124	Date: 17/09/2018	Vendor: BAY GRINDING INC	Amount: \$67.80
InvNo: 155085	InvDesc: arena-zamboni blade sharpening	InvAmt: \$67.80	

ChqNo: 0028125	Date: 17/09/2018	Vendor: BELL CANADA	Amount: \$26.83
InvNo: 2018 09 01	InvDesc: toll free line	InvAmt: \$26.83	

ChqNo: 0028126	Date: 17/09/2018	Vendor: COMPUTREK	Amount: \$51.75
InvNo: 17958	InvDesc: august offsite backup storage	InvAmt: \$51.75	

ChqNo: 0028127	Date: 17/09/2018	Vendor: DWAYNE ELLIOTT	Amount: \$625.70
InvNo: SEPT 2018	InvDesc: fd-mileage/fire prev supplies	InvAmt: \$625.70	

ChqNo: 0028128	Date: 17/09/2018	Vendor: EASTLINK	Amount: \$2,758.75
InvNo: 06454113	InvDesc: norisle	InvAmt: \$69.91	
InvNo: 06454107	InvDesc: arena	InvAmt: \$144.39	
InvNo: 06454106	InvDesc: fd	InvAmt: \$103.76	
InvNo: 05454095	InvDesc: fd-interconnect	InvAmt: \$78.90	
InvNo: 06454116	InvDesc: ss wtp	InvAmt: \$78.90	
InvNo: 06454124	InvDesc: marina	InvAmt: \$78.90	
InvNo: 06454097	InvDesc: info booth internet	InvAmt: \$86.96	
InvNo: 06453897	InvDesc: mun.office	InvAmt: \$588.62	
InvNo: 06454127	InvDesc: pw	InvAmt: \$218.59	
InvNo: 06454115	InvDesc: mtg wtp	InvAmt: \$149.21	
InvNo: 06454084	InvDesc: man streams	InvAmt: \$160.61	

ChqNo: 0028129	Date: 17/09/2018	Vendor: G. STEPHEN WATT, BARRISTER	Amount: \$2,562.84
InvNo: 3392	InvDesc: general legal	InvAmt: \$2,562.84	

ChqNo: 0028130	Date: 17/09/2018	Vendor: EXP SERVICES INC.	Amount: \$5,584.46
InvNo: 454206	InvDesc: landfill eca	InvAmt: \$4,708.71	
InvNo: 454207	InvDesc: wtp membrane project	InvAmt: \$875.75	

ChqNo: 0028131	Date: 17/09/2018	Vendor: GERRY STRONG	Amount: \$307.70
InvNo: SEPT 19 2018	InvDesc: bldg insp/planning mileage	InvAmt: \$307.70	

ChqNo: 0028132	Date: 17/09/2018	Vendor: HYDRO ONE NETWORKS INC.	Amount: \$830.64
InvNo: AUG 31 2018 ICE PLT	InvDesc: arena ice plant	InvAmt: \$59.81	

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

InvNo: AUG 31 2018 DEPOT InvDesc: depot InvAmt: \$81.16
 InvNo: AUG 31 2018 NORISLE InvDesc: norisle heritage park InvAmt: \$66.74
 InvNo: SEPT 6 2018 ADMIN InvDesc: mun.office InvAmt: \$409.84

ChqNo:	Date:	Vendor:	Amount:
0028133	17/09/2018	JACKIE WHITE	\$270.00
InvNo: 80204		deer show prizes reimb.	InvAmt: \$270.00
0028134	17/09/2018	JOHN W MAY	\$10,678.50
InvNo: 453		legal fees	InvAmt: \$10,678.50
0028135	17/09/2018	LESLIE FIELDS	\$154.96
InvNo: SEPT.12/18		poa mileage	InvAmt: \$154.96
0028136	17/09/2018	MANITOWANING MILL & HOME BUILDING CENTRE	\$21.25
InvNo: 0141280		fd-toilet repair supplies	InvAmt: \$21.25
0028137	17/09/2018	MANITOULIN EXPOSITOR	\$288.61
InvNo: 99866MFF		advertising-fall fair	InvAmt: \$51.98
InvNo: 99902		advertising-est.pin sessions	InvAmt: \$236.63
0028138	17/09/2018	MANITOULIN TRANSPORT	\$150.09
InvNo: 24916331		arena-freight	InvAmt: \$86.61
InvNo: 27596549		arena-freight	InvAmt: \$63.48
0028139	17/09/2018	MANITOWANING FRESHMART	\$34.43
InvNo: 424894		pw-water/cream	InvAmt: \$30.44
InvNo: 00431339		admin-water refill	InvAmt: \$3.99
0028140	17/09/2018	MANITOULIN STREAMS	\$5,000.00
InvNo: 2018 DONATION		2018 donation (as per budget)	InvAmt: \$5,000.00
0028141	17/09/2018	METAL AIR MECHANICAL SYSTEMS	\$14,457.45
InvNo: 300560		arena-removal/insp.suction lin	InvAmt: \$1,023.78
InvNo: 300561		arena-repair faulty fan/switch	InvAmt: \$2,824.12
InvNo: 300562		arena-repair wire feed at moto	InvAmt: \$620.90
InvNo: 300563		arena-supp/install ammonia val	InvAmt: \$5,480.50
InvNo: 300564		arena-polytnk/fittings	InvAmt: \$902.25
InvNo: 300565		arena-repair leak at chiller	InvAmt: \$150.00
InvNo: 300566		arena-repl.suction pip&reinsul	InvAmt: \$3,455.90
0028142	17/09/2018	MINISTER OF FINANCE	\$22,440.00
InvNo: 2408181513024		july policing	InvAmt: \$22,440.00
0028143	17/09/2018	NORTHERN 911	\$233.44
InvNo: 21216-09012018		sept 911 dispatch	InvAmt: \$233.44
0028144	17/09/2018	PETTY CASH	\$1,280.00
InvNo: 2018			InvAmt: \$1,280.00

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

ChqNo:	Date:	Vendor:	Amount:
0028145	17/09/2018	RIVERSIDE ENTERPRISES	\$3,123.32
InvNo: 19991	InvDesc: aug recyc.transport	InvAmt: \$3,123.32	
0028146	17/09/2018	SUPERIOR PROPANE INC.	\$35.60
InvNo: 21120706	InvDesc: pw-cylinder rental	InvAmt: \$11.87	
InvNo: 21120707	InvDesc: arena-cylinder rental	InvAmt: \$23.73	
0028147	17/09/2018	CANCOM SECURITY INC	\$406.80
InvNo: 7182	InvDesc: deer show security	InvAmt: \$406.80	
0028148	17/09/2018	MIKE SPRACK	\$117.25
InvNo: 0141019	InvDesc: deer show-lumber	InvAmt: \$117.25	
0028149	17/09/2018	JACK WOOD	\$125.00
InvNo: SEPT 10 2018	InvDesc: livestock val. claim (1)	InvAmt: \$125.00	
0028150	17/09/2018	JEFF TEUTSCH	\$1,500.00
InvNo: 20180912TA	InvDesc: orient.maps re:ont sprt/rec gr	InvAmt: \$1,500.00	
0028151	17/09/2018	STEWART, ESTEN LLP IN TRUST	\$50,850.00
InvNo: SEPT 17 2018	InvDesc: settlement	InvAmt: \$50,850.00	
0028152	17/09/2018	WAT SUPPLIES	\$114.84
InvNo: 185542	InvDesc: pnt.tissue/bleach/mopheads	InvAmt: \$114.84	
0028153	17/09/2018	XEROX CANADA LTD.	\$280.47
InvNo: F53034935	InvDesc: monthly copier usage	InvAmt: \$280.47	

*** End of Report ***

Report Total:

\$123,438.48

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Ranges: **From:** **To:** **From:** **To:**
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 Vendor Name First Last Cheque Number 0028154 0028162
 Cheque Date First Last
Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	Date:	Vendor:	Amount:
0028154	26/09/2018	ALLEN'S AUTOMOTIVE GROUP	\$475.72
InvNo: 707661	InvDesc: air filters #9	InvAmt: \$110.33	
InvNo: 710208	InvDesc: wrench straps	InvAmt: \$50.82	
InvNo: 709888	InvDesc: pull cord	InvAmt: \$1.45	
InvNo: 709067	InvDesc: chain sharpen	InvAmt: \$8.12	
InvNo: 708941	InvDesc: chain (saw)	InvAmt: \$29.28	
InvNo: 707643	InvDesc: tractor fluid/axle fluid/tape	InvAmt: \$190.07	
InvNo: 707180	InvDesc: tube	InvAmt: \$33.90	
InvNo: 705629	InvDesc: carb kit (trimmer)	InvAmt: \$61.16	
0028155	26/09/2018	BJ'S & ADDISONS	\$109.61
InvNo: 103212	InvDesc: service call #9	InvAmt: \$109.61	
0028156	26/09/2018	HUGHES SUPPLY COMPANY	\$94.69
InvNo: 40706	InvDesc: pliers/garbage bags	InvAmt: \$94.69	
0028157	26/09/2018	KJ BEAMISH CONSTRUCTION LTD	\$3,548.82
InvNo: 13104-02146	InvDesc: cold mix	InvAmt: \$3,548.82	
0028158	26/09/2018	LINDE CANADA	\$518.33
InvNo: 59144620	InvDesc: lease renewal	InvAmt: \$518.33	
0028159	26/09/2018	MANITOWANING MILL & HOME BUILDING CENTRE	\$125.56
InvNo: 0139193	InvDesc: rust coat	InvAmt: \$46.77	
InvNo: 0139202	InvDesc: lock nuts	InvAmt: \$6.81	
InvNo: 0140294	InvDesc: windox cleaner	InvAmt: \$5.97	
InvNo: 0140342	InvDesc: 6" ardox spikes	InvAmt: \$18.07	
InvNo: 0140915	InvDesc: rust primer/screws/bits	InvAmt: \$47.94	
0028160	26/09/2018	MSC INDUSTRIAL SUPPLY ULC	\$713.82
InvNo: 2341289001	InvDesc: pins/wahsers/grease/drill bits	InvAmt: \$713.82	
0028161	26/09/2018	TED PEARSON AUTOMOTIVE LTD.	\$113.96
InvNo: 64364	InvDesc: filter wrench/channellock	InvAmt: \$113.96	
0028162	26/09/2018	TRACKS & WHEELS	\$52.70
InvNo: P27508	InvDesc: key switch (loader)	InvAmt: \$52.70	

*** End of Report ***

Report Total:

\$5,753.21

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 0028170 0028200
 Cheque Date First Last

Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	0028170	Date:	01/10/2018	Vendor:	ALLEN'S AUTOMOTIVE GROUP	Amount:	\$6.99
InvNo:	713153	InvDesc:	fd-fuel stabilizer	InvAmt:		\$6.99	

ChqNo:	0028171	Date:	01/10/2018	Vendor:	ST. PAULS ANGLICAN CHURCH	Amount:	\$25.00
InvNo:	SEPT 30 2018	InvDesc:	pec-rental re:cook.class	InvAmt:		\$25.00	

ChqNo:	0028172	Date:	01/10/2018	Vendor:	COMPUTREK	Amount:	\$711.90
InvNo:	18039	InvDesc:	oct virtual server mgmt	InvAmt:		\$711.90	

ChqNo:	0028173	Date:	01/10/2018	Vendor:	EASTLINK	Amount:	\$110.64
InvNo:	SEPT 10 2018 PW	InvDesc:	pw dsl	InvAmt:		\$55.32	
InvNo:	SEPT 10 2018 MARINA	InvDesc:	marina dsl	InvAmt:		\$55.32	

ChqNo:	0028174	Date:	01/10/2018	Vendor:	EXP SERVICES INC.	Amount:	\$6,396.79
InvNo:	444703	InvDesc:	wtp-membrane project	InvAmt:		\$991.32	
InvNo:	444695	InvDesc:	landfill eca-monit/train.	InvAmt:		\$5,405.47	

ChqNo:	0028175	Date:	01/10/2018	Vendor:	FIRE MARSHAL'S PUBLIC FIRE SAFETY COUNCIL	Amount:	\$506.53
InvNo:	IN152495	InvDesc:	fd-fire prev.week kit	InvAmt:		\$506.53	

ChqNo:	0028176	Date:	01/10/2018	Vendor:	GERRY STRONG	Amount:	\$307.70
InvNo:	OCT 1 2018	InvDesc:	bldg insp/plan mileage	InvAmt:		\$307.70	

ChqNo:	0028177	Date:	01/10/2018	Vendor:	HUGH MOGGY	Amount:	\$45.76
InvNo:	SEPT 21 2018	InvDesc:	mna mileage	InvAmt:		\$45.76	

ChqNo:	0028178	Date:	01/10/2018	Vendor:	HYDRO ONE NETWORKS INC.	Amount:	\$7,588.83
InvNo:	SEPT 18 2018 LITES	InvDesc:	street lites	InvAmt:		\$287.01	
InvNo:	SEPT 19 2018 LIBRARY	InvDesc:	library	InvAmt:		\$307.05	
InvNo:	SEPT 19 2018 PO/BNK	InvDesc:	po/bnk	InvAmt:		\$424.87	
InvNo:	SEPT 19 2018 LITES	InvDesc:	street lites	InvAmt:		\$218.23	
InvNo:	SEPT 19 2018 INFO	InvDesc:	info booth	InvAmt:		\$31.72	
InvNo:	SEPT 19 2018 SHOWER	InvDesc:	marina showerhouse	InvAmt:		\$95.53	
InvNo:	SEPT 19 2018 SSWTP	InvDesc:	ss wtp	InvAmt:		\$495.07	
InvNo:	SEPT 19 2018 TENNIS	InvDesc:	tennis courts	InvAmt:		\$30.64	
InvNo:	SEPT 19 2018 DOCKS	InvDesc:	marina docks	InvAmt:		\$84.00	
InvNo:	SEPT 19 2018 ARENA	InvDesc:	arena	InvAmt:		\$353.83	
InvNo:	SEPT 25 2018 MTG WTP	InvDesc:	mtg wtp	InvAmt:		\$3,802.94	
InvNo:	SEPT 26 2018 PW	InvDesc:	pw-microfit	InvAmt:		\$6.10	

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

InvNo: SEPT 26 2018 LAGOON InvDesc: lagoon InvAmt: \$1,451.83

ChqNo:	Date:	Vendor:	Amount:
0028179	01/10/2018	JJ POLE LINE CONSTRUCTION	5367.25

InvNo: 1519 InvDesc: street lite repair-blown trans InvAmt: 5367.25

ChqNo:	Date:	Vendor:	Amount:
0028180	01/10/2018	MANITOWANING MILL & HOME BUILDING CENTRE	5367.60

InvNo: 0141696 InvDesc: po-cement/supplies InvAmt: \$132.37

InvNo: 0142146 InvDesc: marina-locks InvAmt: \$33.88

InvNo: 0142418 InvDesc: arena-g/bags/broom InvAmt: \$142.32

InvNo: 0142950 InvDesc: po-mophead InvAmt: \$11.29

InvNo: 0143438 InvDesc: po-cleaner InvAmt: \$42.74

ChqNo:	Date:	Vendor:	Amount:
0028181	01/10/2018	MANITOULIN-SUDBURY DISTRICT SOCIAL SERV	530,451.08

InvNo: IN000015793 InvDesc: oct dssab amb/social assist InvAmt: \$30,451.08

ChqNo:	Date:	Vendor:	Amount:
0028182	01/10/2018	MANITOULIN CENTENNIAL MANOR	55,008.59

InvNo: 2018 2ND INSTALL ONE InvDesc: 2018 2nd install,one time fund InvAmt: \$5,008.59

ChqNo:	Date:	Vendor:	Amount:
0028183	01/10/2018	MANITOULIN EXPOSITOR	5182.86

InvNo: 99978 InvDesc: election advertising InvAmt: \$182.86

ChqNo:	Date:	Vendor:	Amount:
0028184	01/10/2018	MINISTER OF FINANCE	522,440.00

InvNo: 122409181417043 InvDesc: august policing InvAmt: \$22,440.00

ChqNo:	Date:	Vendor:	Amount:
0028185	01/10/2018	MINISTER OF FINANCE	51,111.37

InvNo: SEPT 2018 InvDesc: september cht remittance InvAmt: \$1,111.37

ChqNo:	Date:	Vendor:	Amount:
0028186	01/10/2018	MUNICIPAL PROPERTY ASSESSMENT CORP.	510,397.35

InvNo: 1800021724 InvDesc: 2018 4th qtr InvAmt: \$10,397.35

ChqNo:	Date:	Vendor:	Amount:
0028187	01/10/2018	NEW NORTH FUELS INC	51,292.55

InvNo: 472722 InvDesc: pw-dyed diesel InvAmt: \$1,292.55

ChqNo:	Date:	Vendor:	Amount:
0028188	01/10/2018	OMERS	57,764.28

InvNo: SEPT 2018 InvDesc: sept omers remittance InvAmt: \$7,764.28

ChqNo:	Date:	Vendor:	Amount:
0028189	01/10/2018	ONTARIO CLEAN WATER AGENCY	519,278.76

InvNo: INV000106453 InvDesc: ss/mtg wtp/lift stn extras InvAmt: \$11,735.01

InvNo: INV000106541 InvDesc: ss wtp-repurp alum.bd (cwwf) InvAmt: \$3,500.00

InvNo: INV000106542 InvDesc: mtg wtp-repurp alum.bd (cwwf) InvAmt: \$3,500.00

InvNo: INV000106543 InvDesc: mtg wtp-piping reblid (cwwf) InvAmt: \$543.75

ChqNo:	Date:	Vendor:	Amount:
0028190	01/10/2018	PAUL MOFFAT	546.80

InvNo: SEPT 24 2018 InvDesc: mileage-mindemoya opp meeting InvAmt: \$46.80

ChqNo:	Date:	Vendor:	Amount:
0028191	01/10/2018	PURULATOR COURIER	545.77

InvNo: 439235649 InvDesc: freight InvAmt: \$45.77

ChqNo:	Date:	Vendor:	Amount:
0028192	01/10/2018	RECEIVER GENERAL	515,567.46

InvNo: SEPT 2018 InvDesc: september source deductions InvAmt: \$15,567.46

ChqNo:	Date:	Vendor:	Amount:
0028193	01/10/2018	RELIANCE HOME COMFORT	596.89

InvNo: SEPT 20 2018 InvDesc: ... InvAmt: ...

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

InvNo: SEPT 17 2018 OFFICE InvDesc: office-hwt rental InvAmt: \$45.73

ChqNo:	0028194	Date:	01/10/2018	Vendor:	SUDBURY & DISTRICT HEALTH UNIT	Amount:	\$2,729.00
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InvNo: RC020034284 InvDesc: mct sdhu levy InvAmt: \$2,729.00

ChqNo:	0028195	Date:	01/10/2018	Vendor:	A.J. STONE COMPANY LTD.	Amount:	\$507.52
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InvNo: 0000141775 InvDesc: fd-led lights InvAmt: \$397.76

InvNo: 0000141948 InvDesc: fd-respirator wipes InvAmt: \$109.76

ChqNo:	0028196	Date:	01/10/2018	Vendor:	TOM HUGHSON	Amount:	\$125.00
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InvNo: SEPT 18 2018 InvDesc: livestock call (1) InvAmt: \$125.00

ChqNo:	0028197	Date:	01/10/2018	Vendor:	Saul Enterprises	Amount:	\$197.75
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InvNo: 625674 InvDesc: arena-annual clean.hrv unit InvAmt: \$197.75

ChqNo:	0028198	Date:	01/10/2018	Vendor:	OUTDOOR MOVIES NORTH	Amount:	\$1,723.25
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InvNo: 2017-0011 InvDesc: pec-outdoor movie InvAmt: \$1,723.25

ChqNo:	0028199	Date:	01/10/2018	Vendor:	WINDOWS UNLIMITED	Amount:	\$310.75
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InvNo: 885054 InvDesc: po-cement patch/entrance InvAmt: \$101.70

InvNo: 885055 InvDesc: mied clinic-wait.rm/eaves rep InvAmt: \$209.05

ChqNo:	0028200	Date:	01/10/2018	Vendor:	WORKPLACE SAFETY & INSURANCE BOARD	Amount:	\$1,744.29
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InvNo: SEPT 2018 InvDesc: sept wsib remittance InvAmt: \$1,744.29

*** End of Report ***

Report Total:

\$137,451.30

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0028116		17/09/2018	09/17COXB	118	COOPER, RONALD	OUTSTANDING	Cheque
0028117		17/09/2018	09/17COXB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0028118		17/09/2018	09/17COXB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0028119		17/09/2018	09/17COXB	133	BOND, FREDA	OUTSTANDING	Cheque
0028120		17/09/2018	09/17COXB	158	QUACKENBUSH, ASHLEY T	OUTSTANDING	Cheque
0028121		17/09/2018	09/17COXB	173	QUACKENBUSH, CRYSTAL	OUTSTANDING	Cheque
0028122		17/09/2018	09/17COXB	195	PARRINGTON, NATALIE	OUTSTANDING	Cheque
1462		17/09/2018	09/17COXB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
1463		17/09/2018	09/17COXB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
1464		17/09/2018	09/17COXB	140	REID, WALTER	OUTSTANDING	Direct Deposit
1465		17/09/2018	09/17COXB	155	BECK, WILLIAM	OUTSTANDING	Direct Deposit
1466		17/09/2018	09/17COXB	164	MIDDAUGH, WAYNE	OUTSTANDING	Direct Deposit
1467		17/09/2018	09/17COXB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
1468		17/09/2018	09/17COXB	169	MAGUIRE, KELSEY	OUTSTANDING	Direct Deposit
1469		17/09/2018	09/17COXB	186	RODY, JEREMY	OUTSTANDING	Direct Deposit
1470		17/09/2018	09/17COXB	205	MOFFAT, PAUL	OUTSTANDING	Direct Deposit
1471		17/09/2018	09/17COXB	206	CASE, ROBERT	OUTSTANDING	Direct Deposit
1472		17/09/2018	09/17COXB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
1473		17/09/2018	09/17COXB	214	FIELDS, LESLIE	OUTSTANDING	Direct Deposit
1474		17/09/2018	09/17COXB	216	REID, BRENDA	OUTSTANDING	Direct Deposit
1475		17/09/2018	09/17COXB	301	ROBINSON, BEBBIE	OUTSTANDING	Direct Deposit
1476		17/09/2018	09/17COXB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
1477		17/09/2018	09/17COXB	329	O'BRIEN, CHERYL	OUTSTANDING	Direct Deposit
Total :	519,545.76						

Date : 01/10/2018
 Time : 9:44:28 AM

The Township of Assiginack

Page: 1

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0028163		01/10/2018	10/01COMB	118	COOPER, RONALD	OUTSTANDING	Cheque
0028164		01/10/2018	10/01COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0028165		01/10/2018	10/01COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0028166		01/10/2018	10/01COMB	133	BOND, FREDA	OUTSTANDING	Cheque
0028167		01/10/2018	10/01COMB	158	QUACKENBUSH, ASHLEY T	OUTSTANDING	Cheque
0028168		01/10/2018	10/01COMB	173	QUACKENBUSH, CHRYSAL	OUTSTANDING	Cheque
0028169		01/10/2018	10/01COMB	195	PARRINGTON, NATALIE	OUTSTANDING	Cheque
1478		01/10/2018	10/01COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
1479		01/10/2018	10/01COMB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
1480		01/10/2018	10/01COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
1481		01/10/2018	10/01COMB	155	BECK, WILLIAM	OUTSTANDING	Direct Deposit
1482		01/10/2018	10/01COMB	164	MIDDAUGH, WAYNE	OUTSTANDING	Direct Deposit
1483		01/10/2018	10/01COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
1484		01/10/2018	10/01COMB	169	MAGUIRE, KELSEY	OUTSTANDING	Direct Deposit
1485		01/10/2018	10/01COMB	186	RODY, JEREMY	OUTSTANDING	Direct Deposit
1486		01/10/2018	10/01COMB	205	MOFFAT, PAUL	OUTSTANDING	Direct Deposit
1487		01/10/2018	10/01COMB	206	CASE, ROBERT	OUTSTANDING	Direct Deposit
1488		01/10/2018	10/01COMB	211	YOGGY, HUGH	OUTSTANDING	Direct Deposit
1489		01/10/2018	10/01COMB	214	FIELDS, LESLIE	OUTSTANDING	Direct Deposit
1490		01/10/2018	10/01COMB	216	REID, BRENDA	OUTSTANDING	Direct Deposit
1491		01/10/2018	10/01COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
1492		01/10/2018	10/01COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
1493		01/10/2018	10/01COMB	329	O'BRIEN, CHERYL	OUTSTANDING	Direct Deposit

Total : \$19,587.19

Memo

To: Mayor and Council

Date: October 11, 2018

Re: Financial Statements for the Year to date at September 30, 2018

Please find attached the above financial statements for the year to date as at September 30, 2018. 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 Nine Months Ending September 30, 2018

	September	YTD	2018 Budget	% of Budget
Expenditures				
General Government	\$109,578.02	\$709,111.55	\$1,013,519.41	70%
School Board Levy		175,611.71	340,662.00	52%
Protection Services	29,151.49	210,798.52	417,221.00	51%
Transportation Services	32,859.67	499,814.34	901,757.00	55%
Environmental Services	30,549.65	359,504.74	635,701.00	57%
Health Services	19,490.83	190,447.34	256,890.00	74%
Social and Family Services	21,146.91	134,210.82	182,286.81	74%
Recreation and Cultural Service	11,032.05	181,536.90	215,255.00	84%
Planning & Development	1,878.79	34,195.51	38,495.00	89%
Capital out of Current	136,911.52	369,901.69	1,662,359.39	22%
Expenditures Total	392,598.93	2,865,133.12	5,664,146.61	51%
Revenues				
General Government	18,227.77	178,519.64	195,278.83	91%
General Revenue		3,179,814.90	3,352,436.75	95%
School Board Levy		342,605.32	340,662.00	101%
Protection Services	2,056.00	22,077.84	13,500.00	164%
Transportation Services		24,925.25		0%
Environmental Services	44,563.73	387,668.89	631,551.43	61%
Social and Family Services			11,946.00	0%
Recreation and Cultural Service	1,000.00	25,507.36	18,900.00	135%
Planning & Development	421.43	973.54		0%
Capital out of Current		70,136.17	1,099,871.60	6%
Revenues Total	66,268.93	4,232,228.91	5,664,146.61	75%
Net Levy				
General Government	91,350.25	530,591.91	818,240.58	65%
General Revenue		(3,179,814.90)	(3,352,436.75)	95%
School Board Levy		(166,993.61)		0%
Protection Services	27,095.49	188,720.68	403,721.00	47%
Transportation Services	32,859.67	474,889.09	901,757.00	53%
Environmental Services	(14,014.08)	(28,164.15)	4,149.57	(679%)
Health Services	19,490.83	190,447.34	256,890.00	74%
Social and Family Services	21,146.91	134,210.82	170,340.81	79%
Recreation and Cultural Service	10,032.05	156,029.54	196,355.00	79%
Planning & Development	1,457.36	33,221.97	38,495.00	86%
Capital out of Current	136,911.52	299,765.52	562,487.79	53%
Corporate Net Levy	326,330.00	(1,367,095.79)		0%



The Township of Assiginack
GENERAL GOVERNMENT SUMMARY
For the Nine Months Ending September 30, 2018

	September	YTD	2018 Budget	% of Budget
Expenditures				
Mayor & Council	\$62,745.32	\$124,799.81	\$271,980.00	46%
Administrator's Office	25,650.39	246,442.47	335,533.00	73%
Clerk's Office	7,139.38	195,854.83	236,406.41	83%
Project and Events Co-ordinator Programs	8,497.40	33,113.60	44,000.00	75%
General Admin - Elections	1,855.78	3,172.08	2,000.00	159%
Post Office Building	1,756.79	24,500.01	43,900.00	56%
Library Building	315.92	19,899.92	22,200.00	90%
Administration Building	390.32	15,188.29	10,500.00	145%
Treasury - Unallocated	1,226.72	28,234.12	27,000.00	105%
Taxation		17,906.42	20,000.00	90%
Total General Government Expenditures	109,578.02	709,111.55	1,013,519.41	70%
Revenues				
Clerk's Office	1,269.85	10,654.71	6,300.00	169%
Project and Events Co-ordinator Programs	1,194.08	25,436.08	19,800.00	128%
General Admin - Elections		1,900.00		0%
Post Office Building	3,193.39	28,674.25	37,525.00	76%
Library Building	(372.95)	9,333.44	15,000.00	62%
Treasury - Unallocated	12,943.40	102,521.16	116,653.83	88%
Total General Government Revenue	18,227.77	178,519.64	195,278.83	91%
Net Levy				
Mayor & Council	62,745.32	124,799.81	271,980.00	46%
Administrator's Office	25,650.39	246,442.47	335,533.00	73%
Clerk's Office	5,869.53	185,200.12	230,106.41	80%
Project and Events Co-ordinator Programs	7,303.32	7,677.52	24,200.00	32%
General Admin - Elections	1,855.78	1,272.08	2,000.00	64%
Post Office Building	(1,436.60)	(4,174.24)	6,375.00	(65%)
Library Building	688.87	10,566.48	7,200.00	147%
Administration Building	390.32	15,188.29	10,500.00	145%
Treasury - Unallocated	(11,716.68)	(74,287.04)	(89,653.83)	83%
Taxation		17,906.42	20,000.00	90%
General Government Net Levy	91,350.25	530,591.91	818,240.58	65%



The Township of Assiginack
GENERAL REVENUE
For the Nine Months Ending September 30, 2018

	<u>September</u>	<u>YTD</u>	<u>2018</u> <u>Budget</u>	<u>% of</u> <u>Budget</u>
Revenues				
Municipal Tax Levy		\$2,623,619.08	\$2,642,936.75	99%
Payments In Lieu of Taxes		24,070.82		0%
Ontario Community Reinvestment Fund		532,125.00	709,500.00	75%
Total Revenue		3,179,814.90	3,352,436.75	95%
Net Levy				
Municipal Tax Levy		2,623,619.08	2,642,936.75	99%
Payments in Lieu of Taxes		24,070.82		0%
Ontario Community Reinvestment Fund		532,125.00	709,500.00	75%
General Revenue Net Levy		3,179,814.90	3,352,436.75	95%



The Township of Assiginack
SCHOOL BOARD SUMMARY
For the Nine Months Ending September 30, 2018

	September	YTD	2018 Budget	% of Budget
Expenditures				
English Language Public School		\$171,959.96	\$340,662.00	50%
French Language Public School		3,651.75		0%
Total School Board Expenditures		175,611.71	340,662.00	52%
Revenues				
English Language Public School		338,953.57	340,662.00	99%
French Language Public School		3,651.75		0%
Total School Board Revenue		342,605.32	340,662.00	101%
Net Levy				
English Language Public School		(166,993.61)		0%
School Board Net Levy		(166,993.61)		0%



The Township of Assiginack
PROTECTION SERVICES SUMMARY
For the Nine Months Ending September 30, 2018

	September	YTD	2018 Budget	% of Budget
Expenditures				
Fire Department	\$3,023.37	\$21,782.18	\$96,250.00	23%
Police Services	22,440.00	155,912.87	269,276.00	58%
9-1-1			1,000.00	0%
Protective Inspection & Control	811.00	3,230.84	4,000.00	81%
Canine Control	1,100.00	9,734.96	22,500.00	43%
Building Department	1,777.12	20,137.67	24,195.00	83%
Total Protection Services Expenditures	29,151.49	210,798.52	417,221.00	51%
Revenues				
Fire Department		250.00		0%
Protective Inspection & Control	716.00	1,992.84	3,000.00	66%
Canine Control	20.00	515.00	500.00	103%
Building Department	1,320.00	19,320.00	10,000.00	193%
Total Protection Services Revenues	2,056.00	22,077.84	13,500.00	164%
Net Levy				
Fire Department	3,023.37	21,532.18	96,250.00	22%
Police Services	22,440.00	155,912.87	269,276.00	58%
9-1-1			1,000.00	0%
Protective Inspection & Control	95.00	1,238.00	1,000.00	124%
Canine Control	1,080.00	9,219.96	22,000.00	42%
Building Department	457.12	817.67	14,195.00	6%
Protection Services Net Levy	27,095.49	188,720.68	403,721.00	47%



The Township of Assiginack
TRANSPORTATION SERVICES SUMMARY
For the Nine Months Ending September 30, 2018

	September	YTD	2018 Budget	% of Budget
Expenditures				
Public Works Administration	\$15,519.39	\$165,103.40	\$363,958.00	45%
Operation Centre	4,265.28	58,077.14	58,900.00	99%
Road Side Maintenance		117.19		0%
Beaver Dams -Flood Control		597.59		0%
Street Name Signs		1,094.51	2,200.00	50%
Street Lighting	491.22	4,250.04	8,500.00	50%
Vehicles & Equipment	2,312.52	82,267.13	114,300.00	72%
Small Equipment & Supplies	504.07	4,485.89	3,000.00	150%
Airport		30,399.00	30,399.00	100%
Marina	110.81	34,550.75	25,000.00	138%
Roadways:				
Bridges and Culverts		1,617.12	6,500.00	25%
Brushing		1,128.83	6,500.00	17%
Ditching		2,074.19	30,000.00	7%
Catch Basins, Storm Sewers			3,000.00	0%
Sweeping/Flushing/Cleaning		12,749.83	13,500.00	94%
Resurfacing & Patching	3,463.24	18,901.59	134,000.00	14%
Snow Ploughing		29,481.10		0%
Sanding & Salting		4,492.18	35,000.00	13%
Loosetop Maintenance	3,329.36	35,660.75	67,000.00	53%
Total Transportation Services Expenditures	29,995.89	487,048.23	901,757.00	54%
Revenues				
Public Works Administration		24,850.25		0%
Marina		75.00		0%
Total Transportation Services Revenues		24,925.25		0%
Net Levy				
Public Works Administration	15,519.39	140,253.15	363,958.00	39%
Operation Centre	4,265.28	58,077.14	58,900.00	99%
Road Side Maintenance		117.19		0%
Beaver Dams -Flood Control		597.59		0%
Street Name Signs		1,094.51	2,200.00	50%
Street Lighting	491.22	4,250.04	8,500.00	50%
Vehicles & Equipment	2,312.52	82,267.13	114,300.00	72%
Small Equipment & Supplies	504.07	4,485.89	3,000.00	150%
Airport		30,399.00	30,399.00	100%
Marina	110.81	34,475.75	25,000.00	138%
Roadways	6,792.60	106,105.59	295,500.00	36%
Transportation Services Net Levy	29,995.89	462,122.98	901,757.00	51%



The Township of Assiginack
ENVIRONMENTAL SERVICES SUMMARY
For the Nine Months Ending September 30, 2018

	September	YTD	2018 Budget	% of Budget
Expenditures				
Waste Management	\$6,420.68	\$54,881.35	\$105,650.00	52%
Waterworks	24,128.97	304,623.39	530,051.00	57%
Total Environmental Services Expenditures	30,549.65	359,504.74	635,701.00	57%
Revenues				
Sanitary Sewer & WPCP Revenue	9,820.68	92,950.78	121,779.97	76%
Garbage Collection	4,244.93	12,594.02	15,500.00	81%
Waterworks	30,498.12	282,124.09	494,271.46	57%
Total Environmental Services Revenues	44,563.73	387,668.89	631,551.43	61%
Net Levy				
Waste Management	6,420.68	54,881.35	105,650.00	52%
Sanitary Sewer & WPCP Revenue	(9,820.68)	(92,950.78)	(121,779.97)	76%
Garbage Collection	(4,244.93)	(12,594.02)	(15,500.00)	81%
Waterworks	(6,369.15)	22,499.30	35,779.54	63%
Environmental Services Net Levy	(14,014.08)	(28,164.15)	4,149.57	(679%)



The Township of Assiginack
HEALTH SERVICES SUMMARY
For the Nine Months Ending September 30, 2018

	September	YTD	2018 Budget	% of Budget
Expenditures				
Cemetery		\$13,155.17	\$11,000.00	120%
Land Ambulance	19,490.83	175,417.47	233,890.00	75%
Medical Building		1,874.70	12,000.00	16%
Total Health Services Expenditures	19,490.83	190,447.34	256,890.00	74%
Net Levy				
Cemetery		13,155.17	11,000.00	120%
Land Ambulance	19,490.83	175,417.47	233,890.00	75%
Medical Building		1,874.70	12,000.00	16%
Health Services Net Levy	19,490.83	190,447.34	256,890.00	74%



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

	September	YTD	2018 Budget	% of Budget
Expenditures				
District Social Services Administration Board	\$10,960.25	\$98,642.25	\$131,523.00	75%
Centennial Manor	10,186.66	35,568.57	50,763.81	70%
Total Social & Family Services Expenditures	21,146.91	134,210.82	182,286.81	74%
Revenues				
DSSAB			11,946.00	0%
Total Social & Family Services Revenues			11,946.00	0%
Net Levy				
District Social Services Administration Board	10,960.25	98,642.25	119,577.00	82%
Centennial Manor	10,186.66	35,568.57	50,763.81	70%
Social & Family Services Net Levy	21,146.91	134,210.82	170,340.81	79%



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

	September	YTD	2018 Budget	% of Budget
Expenditures				
Recreation		\$3,200.00		0%
Summer Programme	497.30	8,435.10	6,050.00	139%
Arena	2,946.82	64,279.30	115,870.00	55%
Parks	52.98	14,615.05	17,000.00	86%
Heritage	4,122.32	31,446.62	23,100.00	136%
Information Booth	108.53	5,744.73	10,050.00	57%
Burn's Wharf Theatre		4,899.00	1,500.00	327%
Library Board	3,304.10	48,917.10	41,685.00	117%
Total Recreation & Cultural Services Expenditures	11,032.05	181,536.90	215,255.00	84%
Revenues				
Recreation		3,200.00		0%
Summer Programme		1,813.00		0%
Arena		14,091.68	18,900.00	75%
Heritage		503.68		0%
Burn's Wharf Theatre	1,000.00	5,899.00		0%
Total Recreation & Cultural Services Revenues	1,000.00	25,507.36	18,900.00	135%
Net Levy				
Summer Programme	497.30	6,622.10	6,050.00	109%
Arena	2,946.82	50,187.62	96,970.00	52%
Parks	52.98	14,615.05	17,000.00	86%
Heritage	4,122.32	30,942.94	23,100.00	134%
Information Booth	108.53	5,744.73	10,050.00	57%
Burn's Wharf Theatre	(1,000.00)	(1,000.00)	1,500.00	(67%)
Library Board	3,304.10	48,917.10	41,685.00	117%
Recreation & Cultural Services Net Levy	10,032.05	156,029.54	196,355.00	79%



**The Township of Assiginack
 PLANNING & DEVELOPMENT SUMMARY
 For the Nine Months Ending September 30, 2018**

	September	YTD	2018 Budget	% of Budget
Expenditures				
Planning	\$1,734.16	\$32,930.53	\$38,495.00	86%
Total Planning & Development Expenditures	1,734.16	32,930.53	38,495.00	86%
Net Levy				
Planning	1,734.16	32,930.53	38,495.00	86%
Planning & Development Net Levy	1,734.16	32,930.53	38,495.00	86%



The Township of Assiginack
CORPORATE CAPITAL SUMMARY
For the Nine Months Ending September 30, 2018

	September	YTD	2018 Budget	% of Budget
Expenditures				
General Government	\$10,483.52	\$66,325.21	\$138,560.00	48%
Protection Services	10,632.17	90,817.31	942,128.72	10%
Transportation Services	1,611.00	30,607.23	37,804.00	81%
Environmental Services	65,384.97	119,296.54	425,688.15	28%
Health Services			17,000.00	0%
Recreation and Cultural Service	48,799.86	62,855.40	101,178.52	62%
Expenditures Total	136,911.52	369,901.69	1,662,359.39	22%
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	10,483.52	65,893.04	116,358.40	57%
Protection Services	10,632.17	90,817.31	154,928.72	59%
Transportation Services	1,611.00	30,607.23	37,804.00	81%
Environmental Services	65,384.97	49,592.54	175,218.15	28%
Health Services			17,000.00	0%
Recreation and Cultural Service	48,799.86	62,855.40	61,178.52	103%
Corporate Net Levy	136,911.52	299,765.52	562,487.79	53%

APPLICATION TO THE
COUNCIL OF THE TOWNSHIP OF ASSIGINACK

For the adjustment of taxes for the year 2018, for the Property described as:

Roll # _____, Legal Description: 2019
Ass: ginack CON 5 Lot 31
5111-000007-09800-0000 Plan 73 Lot 53

Under Section 357 () or 358 () of the Municipal Act, 2001. Application #

Owner: JEANETTE & JOHN CERVEN

Mailing Address: _____

Telephone: _____

Name of Applicant: SAME AS ABOVE

Mailing Address: SAME AS ABOVE

Telephone: SAME AS ABOVE

REASON FOR APPLICATION (please check appropriate circumstance)

- Ceased to be liable to be taxed 357(1a) ()
- Became exempt 357 (1c) ()
- Fire / Damage 357 (d) ()
- Mobile home was removed 357 (e) ()
- Gross or manifest Error 357 (f) ()
- Repairs / Renovations 357 (g) (21-06-2018)

Details of Application: 1949 built 30ft. x 36ft COTTAGE
with large stone fireplace DEMOLISHED along
with SHED & OUTHOUSE and REMOVED MID-JULY/2018.
OLD GARAGE and NEW OUTHOUSE exists.

Applicant's signature and Date: 13-09-2018

Jeanette Rose Cerven

John Cerven SEPT. 12 / 2018

REC'D
SEP 28 2018

Application made under Sec 357/358/359 of the Municipal Act, 2001

MPAC's RESPONSE

Owner name(s) Cerven, JOHN
Cerven, JEANETTE ROSE
Roll number 5111-000-007-09800-0000
Property location 58A PICNIC POINT LANE
Property description ASSIGINACK CON 5 LOT 31 PLAN 73 LOT 53
Municipality/Local taxing authority ASSIGINACK TOWNSHIP

Application number
Application reason Repairs or Renovations
Received date September 14, 2018
Claim relief period From: July 15, 2018 - To: December 31, 2018
Taxation year 2018

Current Property Assessment

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020
OWNR RDU R T	110,000	111,000	110,250	110,500	110,750	111,000
Total	110,000	111,000	110,250	110,500	110,750	111,000

Change to the Property Assessment

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020
OWNR OT R T	26,757	27,000	26,818	26,879	26,939	27,000
Total	26,757	27,000	26,818	26,879	26,939	27,000

MPAC Remarks

Confirmed via telephone with owner that the cottage and shed are no longer standing effective July 15, 2018. Old garage remains standing still.

MPAC Representative:
Date:

Pierre Fortin
September 28, 2018

Memorandum of Understanding (MOU) between the partners of the Island-Wide Tourism Steering Committee (ITSC).

This MOU is intended to establish the collective understanding of the terms for participation in the Island-wide Tourism Steering Committee (ITSC).

Objective of the ITSC:

The ITSC will promote and support coordinated Island-Wide branding and sustainable tourism efforts in order to maximize long-term tourism partnerships, build on local assets and increase revenues to the region.

ITSC Principles:

- The committee's work will aim to complement, benefit, and not duplicate the efforts of partner organizations, other local organizations, or broader regional tourism organizations such as for Northeastern Ontario.
- All efforts will be made by partners to work in an open, collaborative, respectful fashion towards the objective of the ITSC.
- Decision-making will be made by consensus as much as possible, encouraging input from all partners on decisions.
- The committee respects that Mnidoo Mnising is the traditional territory of the Three Fires Confederacy, and respects the cultural traditions and interests of the Anishnabek of the Island.
- The work of the committee will also respect the integrity of Manitoulin Island's ecosystems and communities, developing the tourism industry in a sustainable manner that does not compromise shared community or environmental values.

ITSC Scope:

The committee will engage in the following types of activities at its prerogative:

- Share information regarding industry tourism data, best practices, activities and developments, subject to partner privacy and policy restrictions;
- Undertake collective tourism industry research;
- Develop collaborative branding and marketing plans;
- Engage in shared marketing activities; and,
- Engage in tourism product development, enhancing and creating new products to meet consumer demands.

Meetings Frequency:

Meetings will normally be quarterly unless called by the chair by email with at least one week's notice.

Chair:

Rotating as determined by the committee.

Term:

The collaborative will be an ongoing committee until determined otherwise by the ITSC Members.

Accountability:

Each member of the group contributes and shares as able and as directed by their respective authorities. All initiatives developed by the ITSC will be brought back to individual organizations for final approval before being executed. The ITSC is an independent collaborative committee that does not report to any individual organizational board or council. It may be hosted or facilitated by a particular organization at a given time such as the Manitoulin Tourism Association is currently doing. As desired by the board of member organizations, such as the MTA for example, it may provide advice to that board on their activities. Working Structure:

Beyond discussion of current activities that have been agreed on, the ITSC is an informal group in which members are encouraged to submit topics for discussion.

Membership:

Organizations desiring to become partner members of the ITSC will sign this MOU, though it is not legally binding, to express their intent to participate and support the efforts of the committee. No exchange of funds is required to enter into this MOU, and there is no fee associated with participating in this committee.

Committee members are encouraged but not required to be members of the Manitoulin Tourism Association.

Members may represent municipal or First Nation communities, relevant Manitoulin-area businesses, or other tourism or economic development organizations serving the Manitoulin Island region.

Meeting Records:

Records of meeting activity will normally be shared with members, though they may be informal, and will focus on key decisions. Notes may be taken by volunteers on a rotating basis as requested by the chair.

Name:

Date

Position:

Organization:

RECEIVED
OCT 01 2018

Dear Mayor, Council and Road committee,

28 September 2018

MICA wishes to thank you for your cooperation this past spring regarding MICA's Way finding partnership that made it possible to erect 8 Trailheads in 8 communities.

We are pleased to tell you that in our plans we also detailed road signs for your Municipal roads to make all road users aware that this road is part of a cycle route found on Manitoulin's Cycle route network.

MICA's partnership budget makes it possible to provide you with 3 Signs and 3 12' pressure treated 4x4 posts as well as \$ 50.00 for each post to assist with installation costs. Our signs will be identical to the MTO signs found on Hwy 6 and Hwy 540.

MICA seeks your acknowledgement to accept & erect these signs as soon as possible to complete MICA's 2018 Way finding work as promised to our funders. Our funds have to be spent by end of October and we hope for your speedy reply regarding MICA's help to make Manitoulin an even better cycle destination.

IMPORTANT: Please let us know if these signs can be installed by the end of October to the middle of November as our Partnership fund closes in the end of October.

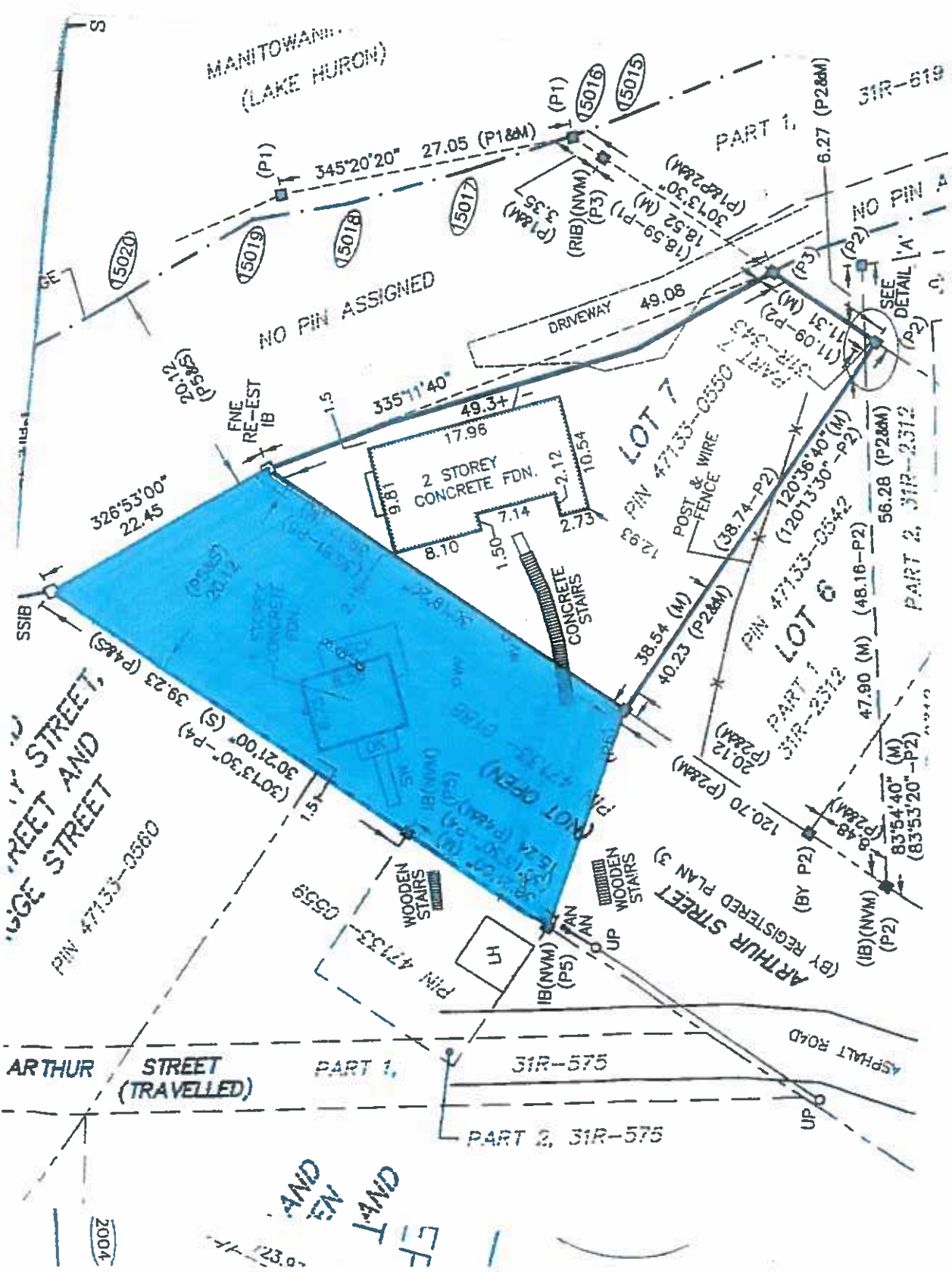
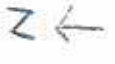
Signs and posts pickup will be at Beacon Images, along with a detailed map outlining MICA's installation location suggestions along your roads.

We truly hope you are as excited as we are to be able to get cautionary signs at no cost for your municipality.

Respectfully awaiting your speedy answer

Maja Mielonen

MICA President



Sketch 1

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, avenue Memorial
Orillia ON L3V 7V3

Tel: 705 329-6200
Fax: 705 330-4191

Tél. : 705 329-6200
Télééc.: 705 330-4191

File Reference:

612-20

RECEIVED

SEP 21 2018

September 24, 2018

Dear CAO/Treasurer,

Please find attached the OPP municipal policing 2019 Annual Billing Statement package.

This year's billing package includes a statement for the 2017 year-end reconciliation. The final cost adjustment calculated as a result of the 2017 annual reconciliation has been included as an adjustment to the amount being billed to the municipality during the 2019 calendar year.

The OPPA Uniform and Civilian Collective Agreements expire on December 31, 2018 and negotiations are underway for the next agreement. Estimated salary rates incorporated in the 2019 municipal policing annual statements are set to reduce the risk of municipalities potentially incurring significant reconciliation adjustments. A 1.9% general salary rate increase has been estimated based on current trends of municipal policing salaries.

The final reconciliation of the 2019 annual costs will be included in the 2021 Annual Billing Statement.

For more detailed information on the 2019 Annual Billing Statement package please refer to resource material available on the internet, www.opp.ca/billingmodel. Further, the Municipal Policing Bureau will be hosting a webinar information session in October. An e-mail invitation will be forwarded to the municipality advising of the session date.

If you have questions about the Annual Billing Statement please e-mail OPP.MPB.Financial.Services.Unit@OPP.ca.

Yours truly,

A handwritten signature in black ink, appearing to read "Marc Bedard".

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

OPP 2019 Annual Billing Statement

Assiginack Tp

Estimated cost for the period January 1 to December 31, 2019

Please refer to www.opp.ca for 2019 Municipal Policing Billing General Information summary for further details.

			<u>Cost per Property \$</u>	<u>Total Cost \$</u>
Base Service	Property Counts			
	Household	870		
	Commercial and Industrial	<u>56</u>		
	Total Properties	<u>926</u>	189.54	175,514
Calls for Service	(see summaries)			
	Total all municipalities	156,778,914		
	Municipal portion	0.0546%	92.50	85,653
Overtime	(see notes)		10.96	10,152
Prisoner Transportation	(per property cost)		2.27	2,102
Accommodation/Cleaning Services	(per property cost)		<u>4.90</u>	<u>4,537</u>
Total 2019 Estimated Cost			<u>300.17</u>	<u>277,958</u>
Year Over Year Variance (estimate for the year is not subject to phase-in adjustment)				
2018 Estimated Cost per Property			294.58	
2019 Estimated Cost per Property (see above)			<u>300.17</u>	
Cost per Property Variance		(Increase)	5.59	
2017 Year-End Adjustment	(see summary)			(4,916)
Grand Total Billing for 2019				<u>273,042</u>
2019 Monthly Billing Amount				22,754

OPP 2019 Annual Billing Statement

Assiginack Tp

Estimated cost for the period January 1 to December 31, 2019

Notes to Annual Billing Statement

- 1) **Municipal Base Services and Calls for Service Costs** - The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2019 billing purposes the allocation of the municipal workload in detachments has been calculated to be 56.2 % Base Services and 43.8 % Calls for Service. The total 2019 Base Services and Calls for Service cost calculation is detailed on the *Base Services and Calls for Service Cost Summary* included in the municipal billing package.
- 2) **Base Services** - The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$189.54 estimated for 2019. The number of municipal properties is determined based on MPAC data. The calculation of the standard province-wide base cost per property is detailed on *Base Services and Calls for Service Cost Summary* included in the municipal billing package.
- 3) **Calls for Service** - The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.
- 4) **Overtime** - Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2014, 2015, 2016 and 2017 has been analyzed and averaged to estimate the 2019 costs. The costs incorporate the estimated 2019 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2019 hours and salary rates and included in the 2021 Annual Billing Statement.
- 5) **Court Security and Prisoner Transportation (CSPT)**- Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. 2019 costs have been based on 2017 security activity. Prisoner transportation costs are charged to all municipalities based on the standard province-wide per property cost. These costs will be reconciled to the actual cost of service required in 2019.

The Ministry of Community Safety and Correctional Services (MCSCS) has not finalized the 2019 municipal grant allocations and therefore the grant allocation has not been included in the annual billing statements. Municipalities will be notified of their 2019 grant allocation in the fall of 2018 and the 2019 municipal CSPT grants will be credited to municipalities in 2019, 25% in February and the remainder by September. Please note that a review of 2018 reconciled costs will need to be compared to the actual grant allocated for 2018. If the grant amount is more than the reconciled costs, an adjustment will be made to your 2019 grant allocation.
- 6) **Year-end Adjustments** - The 2017 adjustment accounts for the difference between the amount billed (excluding grants and revenue) based on the estimated cost in the *Annual Billing Statement* and the reconciled cost in the *Year-end Summary*. All costs in the *Annual Billing Statement* have a salary component. The delay in the settlement of the 2015 to 2018 OPPA Uniform and Civilian Collective Agreements resulted in an estimate of the 2017 general salary rate increase. The actual weighted average cost of a uniform FTE decreased slightly (0.6%) from the estimated rate. The salary rate reconciliation impact on the cost of Base Services and Calls for Service costs of the municipality is minimal. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security. These costs are reconciled considering not only salary and benefit rate updates but also the extent of service provided during the year.

**OPP 2019 Estimated Base Services and Calls For Service Cost Summary
For the Period January 1 to December 31, 2019**

Salaries and Benefits				Total Base Services and Calls for Service	Base Services	Calls for Service
	(Note 1)	FTE	Base %	\$/FTE	\$	\$
Uniform Members						
Inspector		25.77	100.0	158,283	4,078,953	4,078,953
Staff Sergeant-Detachment Commander		11.41	100.0	141,618	1,615,861	1,615,861
Staff Sergeant		32.05	100.0	132,190	4,236,690	4,236,690
Sergeant		222.66	56.2	118,511	26,387,659	14,823,356
Constables		1,809.53	56.2	100,708	182,234,147	102,367,668
Part Time Constables		5.44	56.2	80,183	436,196	245,360
Total Uniform Salaries		2,106.86			218,989,506	127,367,887
Statutory Holiday Payout				3,564	7,489,461	4,315,256
Shift Premium				685	1,395,777	784,065
Benefits (Full-time 28.09%, Insp. 27.06%, Part-time 14.73%)					61,413,863	35,702,846
Total Uniform Salaries & Benefits				137,308	289,288,606	168,170,054
Detachment Civilian Members	(Note 1)					
Court Officer		15.57	56.2	65,648	1,022,139	574,420
Detachment Administrative Clerk		173.14	56.2	64,693	11,200,946	6,292,041
Detachment Clerk Typist		0.44	56.2	57,362	25,239	14,341
Detachment Operations Clerk		1.67	56.2	63,077	105,339	59,292
Crime Stopper		0.81	56.2	60,159	48,729	27,673
Total Detachment Civilian Salaries		191.63			12,402,392	6,967,767
Benefits (26.10% of Salaries)					3,237,024	1,818,587
Total Detachment Civilian Salaries & Benefits				81,613	15,639,416	8,786,354
Support Staff (Salaries and Benefits)	(Note 2)					
Communication Operators				6,564	13,829,429	7,967,711
Prisoner Guards				1,715	3,613,265	2,081,753
Operational Support				4,642	9,780,044	5,634,692
RHQ Municipal Support				2,477	5,218,692	3,006,706
Telephone Support				122	257,037	148,090
Office Automation Support				644	1,356,818	781,719
Mobile and Portable Radio Support				188	397,112	228,779
Total Support Staff Salaries and Benefits					34,452,397	19,849,450
Total Salaries & Benefits					339,380,420	196,805,859
Other Direct Operating Expenses	(Note 2)					
Communication Center				182	383,449	220,921
Operational Support				811	1,708,663	984,432
RHQ Municipal Support				232	488,792	281,613
Telephone				1,373	2,892,719	1,666,616
Mobile Radio Equipment Maintenance				163	344,305	198,356
Office Automation - Uniform				2,140	4,508,680	2,597,639
Office Automation - Civilian				1,685	322,897	181,407
Vehicle Usage				8,351	17,594,388	10,136,861
Detachment Supplies				539	1,135,598	654,265
Uniform & Equipment				1,944	4,106,311	2,365,673
Uniform & Equipment Court officer				929	14,465	8,129
Total Other Direct Operating Expenses					33,500,265	19,295,913
Total 2019 Municipal Base Services and Calls for Service Cost					372,880,686	216,101,772
Total OPP-Policed Municipal Properties						1,140,112
Base Services Cost per Property						\$189.54

OPP 2019 Estimated Base Services and Calls For Service Cost Summary For the Period January 1 to December 31, 2019

Notes

Total Base Services and Call for Service Costs are based on the cost of salary, benefit, support and other direct operating expenses for staff providing policing services to municipalities. Staff is measured in full-time equivalent (FTE) units and the costs per FTE are described in the notes below.

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2014 through 2017. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 89.03 FTEs with a cost of \$14,357,486 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staffing by rank, level and classification. The 2019 salaries were estimated based on the 2018 rates set in the 2015 to 2018 OPPA Uniform and Civilian Collective Agreements with an estimated overall general salary rate increase of 1.9% for 2019 applied. The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2018-19). Salary rates, Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 56.2% Base Services : 43.8% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2018 Municipal Policing Cost-Recovery Formula.

OPP 2019 Calls for Service Billing Summary

Assinack Tp

Estimated cost for the period January 1 to December 31, 2019

Calls for Service Billing Workgroups	Calls for Service Count					2019 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2019 Estimated Calls for Service Cost
	2014	2015	2016	2017	Four Year Average				
					A	B	C = A * B		
					(Note 1)			(Note 2)	(Note 3)
Drug Possession	-	1	1	-	1	6.4	3	0.0002%	313
Drugs	-	1	-	-	0	37.0	9	0.0006%	904
Operational	62	74	78	86	75	3.6	270	0.0168%	26,382
Operational 2	56	39	39	43	44	1.3	58	0.0036%	5,621
Other Criminal Code Violations	4	3	4	5	4	7.9	32	0.0020%	3,088
Property Crime Violations	37	29	22	24	28	6.8	190	0.0119%	18,604
Statutes & Acts	12	15	8	13	12	3.3	40	0.0025%	3,869
Traffic	16	18	13	10	14	3.4	48	0.0030%	4,734
Violent Criminal Code	13	12	13	19	14	15.9	227	0.0141%	22,139
Total	200	192	178	200	193		877	0.0546%	85,653
Provincial Totals	(Note 4) 381,258	363,779	364,615	368,194	369,462		1,604,533	100.0%	156,778,914

Notes to Calls for Service Billing Summary

- 1) Showing no decimal places, for billing purposes the exact calculated numbers have been used
- 2) Showing 4 decimal places here, for calculations 9 decimal places have been used
- 3) Costs rounded to 0 decimals
- 4) Provincial Totals exclude data for both municipal dissolutions and amalgamations

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OPP 2019 Calls for Service Details
Assiginack Tp
For the Calendar Years 2014 to 2017

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2014	2015	2016	2017	
Grand Total	200	192	178	200	192.50
Drug Possession	0	1	1	0	0.50
Possession - Cannabis	0	1	0	0	0.25
Possession - Other Controlled Drugs and Substances Act	0	0	1	0	0.25
Drugs	0	1	0	0	0.25
Trafficking - Other Controlled Drugs and Substances Act	0	1	0	0	0.25
Operational	62	74	78	86	75.00
Alarm - Others	3	0	4	4	2.75
Animal - Dog Owners Liability Act	0	0	1	0	0.25
Animal - Other	3	3	2	1	2.25
Animal Bite	0	0	0	2	0.50
Animal Injured	0	0	1	2	0.75
Animal Stray	5	2	1	1	2.25
Assist Public	10	18	19	17	16.00
Compassionate Message	0	0	1	0	0.25
Domestic Disturbance	6	7	11	10	8.50
Family Dispute	4	4	3	9	5.00
Fire - Building	1	1	0	2	1.00
Found - Bicycles	0	1	0	0	0.25
Found - Household Property	1	0	0	0	0.25
Found - Others	1	0	0	0	0.25
Found - Sporting Goods, Hobby Equip.	0	0	0	1	0.25
Found Property - Master Code	0	1	0	2	0.75
Insecure Condition - Building	1	1	1	1	1.00
Lost - Household Property	1	0	0	0	0.25
Lost - License Plate	0	0	1	0	0.25
Lost - Others	0	0	1	0	0.25
Lost - Personal Accessories	1	0	1	0	0.50
Medical Assistance - Other	3	0	0	0	0.75
Missing Person 12 & older	2	3	2	0	1.75
Missing Person Located 12 & older	0	1	2	1	1.00
Neighbour Dispute	4	11	4	7	6.50
Noise Complaint - Animal	0	2	0	1	0.75
Noise Complaint - Business	1	1	0	0	0.50
Noise Complaint - Master Code	0	1	0	0	0.25
Noise Complaint - Others	0	0	1	2	0.75
Noise Complaint - Residence	2	4	0	1	1.75
Phone - Master Code	0	1	1	0	0.50
Phone - Nuisance - No Charges Laid	0	3	2	1	1.50
Phone - Other - No Charges Laid	0	1	1	0	0.50
Phone - Threatening - No Charges Laid	0	0	2	0	0.50
Protest - Demonstration	0	0	0	1	0.25
Sudden Death - Natural Causes	1	1	1	1	1.00
Suspicious Person	2	5	4	6	4.25
Suspicious vehicle	4	1	2	6	3.25
Trouble with Youth	1	1	6	1	2.25

OPP 2019 Calls for Service Details
Assiginack Tp
For the Calendar Years 2014 to 2017

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2014	2015	2016	2017	
Unwanted Persons	5	0	3	6	3.50
Operational 2	56	39	39	43	44.25
911 call - Dropped Cell	0	0	0	1	0.25
911 call / 911 hang up	21	13	11	21	16.50
911 hang up - Pocket Dial	2	3	0	4	2.25
False Alarm - Accidental Trip	5	4	3	5	4.25
False Alarm - Cancelled	1	1	5	3	2.50
False Alarm - Malfunction	20	8	9	4	10.25
False Alarm - Others	2	5	6	3	4.00
False Holdup Alarm - Accidental Trip	0	1	0	0	0.25
False Holdup Alarm - Malfunction	1	1	5	2	2.25
Keep the Peace	4	3	0	0	1.75
Other Criminal Code Violations	4	3	4	5	4.00
Bail Violations - Fail To Comply	1	1	2	4	2.00
Bail Violations - Others	1	0	0	0	0.25
Breach of Probation	1	0	2	0	0.75
Breach of Probation - In relation to children	0	1	0	0	0.25
Disturb the Peace	1	0	0	0	0.25
Offensive Weapons - Other Weapons Offences	0	0	0	1	0.25
Utter Threats to damage property	0	1	0	0	0.25
Property Crime Violations	37	29	22	24	28.00
Arson - Others	1	1	0	0	0.50
Break & Enter	10	3	6	4	5.75
Fraud - False Pretence Under \$5,000	1	2	1	0	1.00
Fraud - Fraud through mails	0	0	1	0	0.25
Fraud - Money/property/security Under \$5,000	0	1	0	2	0.75
Fraud - Other	2	2	1	1	1.50
Fraud - Steal/Forge/Poss./Use Credit Card	0	1	0	1	0.50
Mischief - Master Code	6	7	4	3	5.00
Mischief Graffiti - Non-Gang Related	0	0	0	1	0.25
Personation with Intent (fraud)	0	1	0	1	0.50
Possession of Stolen Goods under \$5,000	0	1	0	0	0.25
Property Damage	2	0	1	0	0.75
Theft from Motor Vehicles Under \$5,000	1	0	0	0	0.25
Theft of - Automobile	1	1	0	0	0.50
Theft of - Trucks	1	0	0	0	0.25
Theft of Motor Vehicle	1	1	0	0	0.50
Theft Over \$5,000 - Master Code	1	0	0	0	0.25
Theft Over \$5,000 - Trailers	1	0	0	0	0.25
Theft Under \$5,000 - Bicycles	2	0	0	1	0.75
Theft Under \$5,000 - Boat (Vessel)	0	1	0	0	0.25
Theft Under \$5,000 - Building	0	0	0	1	0.25
Theft Under \$5,000 - Master Code	0	1	0	1	0.50
Theft Under \$5,000 - Other Theft	5	5	6	7	5.75
Theft Under \$5,000 - Persons	1	0	1	0	0.50
Theft Under \$5,000 - Trailers	0	1	1	0	0.50

OPP 2019 Calls for Service Details
Assiginack Tp
For the Calendar Years 2014 to 2017

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2014	2015	2016	2017	
Theft Under \$5,000 Shoplifting	1	0	0	1	0.50
Statutes & Acts	12	15	8	13	12.00
Landlord / Tenant	2	2	3	2	2.25
Mental Health Act	7	4	0	1	3.00
Mental Health Act - Attempt Suicide	0	1	0	0	0.25
Mental Health Act - Threat of Suicide	1	2	1	2	1.50
Mental Health Act - Voluntary Transport	0	1	0	0	0.25
Trespass To Property Act	2	5	4	8	4.75
Traffic	16	18	13	10	14.25
MVC - Personal Injury (Motor Vehicle Collision)	1	0	0	1	0.50
MVC - Prop. Dam. Failed to Remain (Motor Vehicle Collision)	0	3	0	0	0.75
MVC - Prop. Dam. Non Reportable	4	5	3	4	4.00
MVC - Prop. Dam. Reportable (Motor Vehicle Collision)	11	9	9	5	8.50
MVC (Motor Vehicle Collision) - Master Code	0	1	1	0	0.50
Violent Criminal Code	13	12	13	19	14.25
Aggravated Assault - Level 3	1	0	0	0	0.25
Assault - Level 1	6	4	7	6	5.75
Assault Peace Officer	0	1	0	1	0.50
Assault With Weapon or Causing Bodily Harm - Level 2	1	1	1	0	0.75
Criminal Harassment	2	2	0	4	2.00
Criminal Harassment - Offender Unknown	0	0	0	1	0.25
Explosives - To Cause Bodily Harm/Death	0	0	1	0	0.25
Extortion	0	0	0	1	0.25
Sexual Assault	1	0	2	0	0.75
Sexual Interference	0	0	0	2	0.50
Utter Threats - Master Code	0	0	1	0	0.25
Utter Threats to Person	2	4	1	4	2.75

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OPP 2017 Reconciled Year-End Summary
Assiginack Tp
Reconciled cost for the period January 1 to December 31, 2017

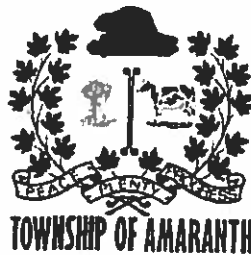
			<u>Cost per Property \$</u>	<u>Total Cost \$</u>
Base Service	Property Counts			
	Household	870		
	Commercial and Industrial	<u>59</u>		
	Total Properties	<u><u>929</u></u>	190.38	176,863
Calls for Service				
	Total all municipalities	146,777,213		
	Municipal portion	0.0554%	87.46	81,253
Overtime			10.75	9,984
Prisoner Transportation	(per property cost)		2.16	2,007
Accommodation/Cleaning Services	(per property cost)		<u>4.85</u>	<u>4,506</u>
Total 2017 Reconciled Cost			<u><u>295.60</u></u>	<u>274,612</u>
Year Over Year Variance (reconciled cost for the year is not subject to phase-in adjustment)				
2016 Reconciled Cost per Property			287.97	
2017 Reconciled Cost per Property (see above)			<u>295.60</u>	
Cost per Property Variance	(Increase)		7.63	
2017 Billed Amount				<u>(279,528)</u>
2017 Year-End-Adjustment				<u><u>(4,916)</u></u>

Note

The Year-End adjustment above will be included as an adjustment on the 2019 Billing Statement. This amount will be incorporated into the monthly invoice amount for 2019.

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BEN RYZEBOL, Director of Public Works
PUBLIC WORKS - TELEPHONE: (519) 941-1065
FAX: (519) 941-1802
email: bryzebol@amaranth.ca



SUSAN M. STONE, C.A.O./Clerk-Treasurer
TELEPHONE: (519) 941-1007
FAX: (519) 941-1802
email: suestone@amaranth-eastgary.ca

374028 6TH LINE, AMARANTH, ONTARIO
L9W 0M6

September 20, 2018

Ministry of Environment and Climate Change
Hon. Chris Ballard, Minister
Ferguson Block 11th Flr,
77 Wellesley Street West
Toronto, ON M7A 2T5

Dear Minister Ballard,

Re: Licensing Process to Take Water for Commercial Water Bottling Facilities

At the regular meeting of Council held September 12, 2018, the following resolution was carried:

Moved by J. Aultman – Seconded by G. Little

Be it Resolved That:

WHEREAS the Township of Amaranth understands that there is currently a permitting process to take water for commercial water bottling facilities;

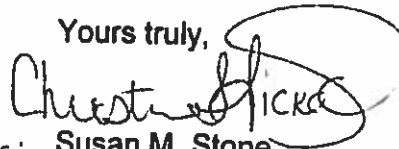
AND WHEREAS the municipal permitting process to take water is more stringent and is subject to Source Water Protection Policies;

NOW THEREFORE the Township of Amaranth requests that the licensing process to take water for commercial water bottling facilities be the same as the municipal licensing process and be subject to Source Water Protection regulations and all annual inspections and reviews within this process be included;

AND FURTHER THAT this resolution be circulated to Provincial Government, Conservation Authorities, Source Protection Committee and all municipalities.

Should you require anything further please do not hesitate to contact this office.

Yours truly,


Per: Susan M. Stone
CAO-Clerk-Treasurer
Township of Amaranth

THE CORPORATION OF THE
TOWNSHIP OF MONTAGUE



6547 ROGER STEVENS DRIVE
P.O. BOX 755
SMITHS FALLS, ON K7A 4W6
TEL: (613) 283-7478
FAX: (613) 283-3112
www.township.montague.on.ca

September 19th, 2018

Honourable Doug Ford, Premier of Ontario
Legislative Building
Queen's Park
Toronto ON, M7A 1A1
VIA EMAIL

Hello,

Please be advised the Council of the Township of Montague passed the following resolution at its regular meeting of September 4th, 2018:

MOVED BY: V. Carroll
SECONDED BY: J. Abbass

RESOLUTION NO:192-2018
DATE: September 04, 2018

That the Council of the Township of Montague hereby support the Association of Municipal Clerks and Treasurers of Ontario in requesting that the Provincial Government undertake consultation with municipalities prior to modifying legislation that effects municipal governments.

And that this resolution be circulated to the Association of Municipal Clerks and Treasurers of Ontario and the Ontario Premier.

CARRIED

Please contact me if you have any additional questions.

Thank you,

Jasmin Ralph
Clerk Administrator

Cc: Association of Municipal Clerks and Treasurers of Ontario
All Ontario Municipalities
Honourable Randy Hillier MPP, Lanark-Frontenac-Kingston

Jasmin Ralph

From: AMCTO <broadcasts@amcto.com>
Sent: July 30, 2018 3:35 PM
To: Jasmin Ralph
Subject: AMCTO Responds to Announcement of The Better Local Government Act

If this email does not display properly, please view our [online version](#).



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July 30, 2018

AMCTO RESPONDS TO ANNOUNCEMENT OF THE BETTER LOCAL GOVERNMENT ACT

Dear AMCTO Members:

Last week several municipal reforms with significant ramifications, were put forward by the Honourable Premier Doug Ford and Minister of Municipal Affairs and Housing, Steve Clark. While we look forward to reviewing the upcoming legislation, the announcement and several aspects of the proposed legislation has created widespread concern within our sector, regarding timing, implementation, and lack of engagement with local government professionals.

Reserving any specific comment on the policy, AMCTO is concerned with how these reforms were brought forward, notably:

- This legislation will be introduced on the eve of the 2018 municipal elections and will impact provisions within the Municipal Elections Act. AMCTO has long believed that senior orders of government should engage local government professionals and representative associations, early and more importantly, provide the appropriate amount of time to ensure that public policy implementation is effective at the local level. The timing of this legislation will make this extremely challenging.
- This new legislation will create changes to existing election processes within the sector. Ambiguity exists with how to balance the currently enforced rules and regulations with those of the new legislation. Naturally, this ambiguity hinders the ability of local government professionals to implement provincial public policy in a fair and effective manner.
- Finally, AMCTO is concerned that the lack of engagement or notice for these reforms to municipal legislation signals a step backwards in the belief that the municipal sector is recognized as a mature, responsible order of government.

AMCTO staff and members will review the legislation once it is released, and will look for ways to provide our technical expertise on how to support public policy implementation at the local level. We continue to believe this value is best served when our members and association are engaged early in the policy development process.

OCT 09 2018

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



North East Region Headquarters
Quartier général de la région du Nord-Est

911A Gormanville Road
North Bay ON P1B 8G3

911A rue Gormanville
North Bay ON P1B 8G3

Telephone/Téléphone:
Facsimile/Télécopieur:

(705) 845-2700
(705) 845-2797

File Reference/Dossier:

PP-4000

October 2, 2018

Township of Assiginack
156 Arthur Street
Manitowaning, ON P0P 1N0

To Whom It May Concern;

Re: North East Region Amalgamation
Manitoulin-Espanola OPP Detachment – Espanola Police Service

This letter is to advise you of a change in policing services within the Town of Espanola as a result of an amalgamation with the Ontario Provincial Police (OPP).

On May 8, 2018 the Municipality of Espanola passed By-law (2842/18) to accept the proposal from the Ontario Provincial Police to provide policing services within their community to amalgamate with the Espanola Police Service. On August 30, 2018 the Ontario Civilian Police Commission (OCPC) approved the disbandment of the Espanola Police Service.

Effective October 11, 2018 at 06:00 p.m., the OPP will assume policing responsibility for the area previously served by the Espanola Police Service. The Manitoulin-Espanola OPP detachment will now provide policing services to Espanola as well as existing locations including Little Current, Gore Bay, Mindemoya and Manitowaning.

These changes will not reduce frontline policing services to any of the communities within the jurisdiction of the Manitoulin-Espanola Detachments and the administrative hours of operation will remain the same in each location.

Staff Sergeant Kevin Webb, who has served the Manitoulin-Espanola area as the Detachment Commander for the past several years, has accepted a transfer to Sudbury Detachment and we wish him the best of luck in his new assignment.

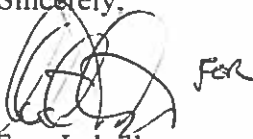
.../2

In the interim, Inspector Baldassare Nuccio will serve as Commander, Manitoulin-Espanola Detachment until the appointment of a permanent Detachment Commander. His contact information is:

Telephone: 705-367-0039
Email: baldassare.nuccio@opp.ca

I can assure you that the OPP will continue to meet or exceed provincial policing standards anywhere we serve while striving for our shared vision of "*Safe Communities...A Secure Ontario.*"

Sincerely,

A handwritten signature in black ink, appearing to read 'Fern Labelle', with a stylized flourish to the right.

Fern Labelle
Chief Superintendent
Regional Commander
North East Region

/cj

The Corporation of the Township of Assiginack

By-law No. 18-29

**Being a by-law to establish Compliance Audit Committee
Procedures for the Township of Assiginack under the
Municipal Elections Act, 1996 for the 2018 Municipal
Election**

Whereas Section 88.37 (1) of the *Municipal Elections Act, 1996, as amended* requires a council or local board shall establish a Compliance Audit Committee before October 1 of an election year for the purposes of the Act.

And whereas Section 88.37 (2) of the *Municipal Elections Act, 1996, as amended* states the committee shall be composed of not fewer than three and not more than seven members and shall not include:

- (a) Employees or officers of the municipality or local board;
- (b) Members of the council or local board;
- (c) Any persons who are candidates in the election for which the committee is established; or
- (d) Any persons who are registered third party advertisers in the municipality in the election for which the committee is established

And whereas Section 88.37 (3) of the *Municipal Elections Act, 1996, as amended* states a person who has such qualifications and satisfies such eligibility requirements as may be prescribed is eligible for appointment to the committee.

And whereas Section 88.37 (4) of the *Municipal Elections Act, 1996, as amended* states in appointing persons to the committee, the council or local board shall have regard to the prescribed eligibility criteria.

And whereas the Township of Assiginack deems it expedient to establish a Compliance Audit Committee.

Now therefore the Council of The Corporation of the Township of Assiginack hereby enacts the following as a by-law:

1. That a Committee, to be known as the Compliance Audit Committee is hereby established to deal with the matters provided for in Section 88.34 to 88.37 of the Municipal Elections Act, 1996, as amended;
2. That the Compliance Audit Committee shall consist of three representatives of Expertise for Municipalities (E⁴m), who shall deal with each compliance audit request in accordance with the Terms of Reference attached hereto as Schedule "A":

3. That Expertise for Municipalities (E⁴m) shall ensure that the representatives in accordance with two (2) above comply with the requirements of the Municipal Elections Act, 1996, Section 88.37(2).;
4. That Expertise for Municipalities (E⁴m) shall also ensure that the selected representatives shall stay consistent for the period of this by-law;
5. That the business of the Compliance Audit Committee be conducted in accordance with the procedures set out in the 2018 Municipal Elections Procedures and the Terms of Reference set out in Schedule "A" attached hereto, and forming part of this by-law;
6. That the Clerk of the Township of Assiginack is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this ____ day of _____, 2018.

Mayor

Clerk



Schedule "A" to

By-law _____

**Compliance Audit Committee
Procedures and Terms of Reference**

1. Name

The name of the Committee is the "Township of Assiginack 2018 Election Compliance Audit Committee".

2. Duration

The term of this agreement will coincide with the term of office for Council from December 1, 2018 to November 14, 2022 to deal with applications from the 2018 election and any by-elections during Council's term.

3. Mandate

The powers and functions of the Committee are set out in Sections 88.33 to 88.37 of the *Municipal Elections Act, 1996* (Appendix "A"). The Committee will perform the functions relating to the compliance audit application process as outlined in the Act. These functions include:

Candidate Contravention – Application by Elector

- a. within 30 days receipt of a compliance audit application by an elector, consider the application and decide whether it should be granted or rejected;
- b. give to the Candidate, the Clerk and the Applicant the decision of the Committee to grant or reject the application, and brief written reasons for the decision;
- c. if the application is granted, appoint a licensed auditor to conduct a compliance audit of the Candidate's election campaign finances;
- d. receive the auditor's report from the Clerk;
- e. within 30 days receipt of the auditor's report, consider the report;
- f. if the report concludes that the candidate appears to have contravened a provision of the Act relating to election campaign finances, decide whether to commence legal proceedings against the candidate for the apparent contravention;
- g. after reviewing the report, give to the Candidate, the Clerk and the Applicant the decision of the Committee, and brief written reasons for the decision.

Candidate Contributor Contravention – Application by Elector

- a. within 30 days receipt of a report identifying each contributor to a candidate for office on a council who appears to have contravened any of the contribution limits, consider the report and decide whether to commence a legal proceeding against the contributor for an apparent contravention.
- b. after reviewing the report, give to the Contributor and the Clerk the decision of the Committee, and brief written reasons for the decision.

Registered Third Party Contravention – Application by Elector

- a. within 30 days receipt of a compliance audit application by an elector, consider the application and decide whether it should be granted or rejected;
- b. give to the Candidate, the Clerk and the Applicant the decision of the Committee to grant or reject the application, and brief written reasons for the decision;
- c. if the application is granted, appoint a licensed auditor to conduct a compliance audit of the Registered Third Party’s campaign finances;
- d. receive the auditor’s report from the Clerk;
- e. within 30 days receipt of the auditor’s report, consider the report;
- f. if the report concludes that the Registered Third Party appears to have contravened a provision of the Act relating to campaign finances, decide whether to commence legal proceedings against the Registered Third Party for the apparent contravention;
- g. after reviewing the report, give to the Registered Third Party, the Clerk and the Applicant the decision of the Committee, and brief written reasons for the decision.

Registered Third Party Contributor Contravention – Application by Elector

- a. within 30 days receipt of the report, consider the report;
- b. if the report concludes that the Contributor appears to have contravened a provision of the Act relating to campaign finances, decide whether to commence legal proceedings against the Contributor for the apparent contravention;
- c. after reviewing the report, give to the Contributor and the Clerk the decision of the Committee, and brief written reasons for the decision.

Application by the Clerk

- a. Statutory obligations now obligate the Clerk to review contributions made to both candidates, by candidate contributors and registered third parties. Generally, upon review of the submitted financial statements, if the Clerk finds that the contribution limits were exceeded, the Clerk must report this exceedance to the Compliance Audit Committee via a written report.
- b. The reports noted above are mandatory on the Clerk and are not triggered by the request of an elector.
- c. Within 30 days of receiving a report from the Clerk, a Compliance Audit Committee must consider the report of the Clerk and decide if the Committee will commence a meeting to consider the content of the report(s).
- d. All Clerks should be guided by the provisions of the Municipal Elections Act, more precisely Section 88.34 (1) to 88.34 (7) and Section 88.36 (1) to 88.36 (4).

Auditor Selection

If the committee decides to grant the application, it shall appoint an auditor licensed under the *Public Accounting Act, 2004* to conduct a compliance audit of the Candidate's election campaign finances.

4. Membership

The Committee shall be composed of at least three (3) voting members that would assume all the rights and privileges of a voting member if called upon. Alternate members shall be ranked and will be called upon to replace a voting member that has resigned from the Committee.

Membership will be drawn from the following groups who has such qualifications and satisfies the eligibility requirements:

- a. accounting and audit - accountants or auditors with experience in preparing or auditing the financial statements of municipal candidates and registered third parties;
- b. legal;
- c. professionals who in the course of their duties are required to adhere to codes or standards of their profession which may be enforced by disciplinary tribunals; and/or
- d. other individuals with knowledge of the campaign financing rules of the *Municipal Elections Act, 1996*.

Municipal employees or officers of the municipality, members of Council or local board; any Candidates or any persons who are Registered Third Parties in the 2018 municipal election or in any by-election during the term of Council for any member municipality are ineligible to be appointed as a member of the Committee pursuant to subsection 88.37 (2) of the of the *Municipal Elections Act, 1996*.

Members may be required to participate in an orientation session as a condition of appointment.

5. Membership Selection

Members should be solicited having the qualifications as those individuals as set out under section 4 of the Terms of Reference.

Recommended candidates will be submitted to the Council of each member municipality for consideration in a by-law of appointment.

Members will be selected on the basis of the following:

- a. demonstrated knowledge and understanding of municipal election financing rules;
- b. proven analytical and decision-making skills;

- c. experience working on a committee, task force or similar setting;
- d. availability and willingness to attend meetings; and
- e. excellent oral and written communication skills.

Any members appointed must also agree in writing they will not be a candidate or an individual who is a Registered Third Party in the current municipal election or in any by-election during the term of Council for any member municipality. Failure to adhere to this requirement will result in the individual being removed from the Committee

6. Conflict of Interest

The principles of the *Municipal Conflict of Interest Act* apply to this Committee. Failure to adhere to this requirement will result in the individual being removed from the Committee.

To avoid a conflict, any person appointed to the Committee must agree in writing not to prepare or audit the election financial statements of any candidate or registered third party for any of the member municipalities in the current municipal election. Failure to adhere to this requirement will result in the individual being removed from the Committee.

7. Chair

The Committee will select a Chair from amongst its members at its first meeting when a compliance audit application is received.

The Chair is the liaison between the members and the Secretary of the Committee on matters of policy and process.

The Chair shall enforce the observance of order and decorum among the Committee members and the public at all meetings.

8. Staffing and Funding

The Clerk from the applicable member municipality shall act as Secretary to the Committee.

The member municipality requiring the services of the Committee shall be responsible for all associated expenses, including the auditor's costs.

Committee Member Remuneration shall be set at \$150 per meeting, mileage included.

Costs with respect to legal fees (if necessary) and the engagement of an auditor would be the responsibility of the member municipality.

9. Meetings

Meetings of the Committee may be conducted electronically but shall be open to the

public. The Clerk of the member municipality shall determine an adequate location for the public to physically attend or participate electronically and with the ability to have the Compliance Audit Committee members participate electronically.

Timing of Meetings

Meetings shall be called by the Clerk of the member municipality when required. The date and time of the meeting will be determined by the Clerk and communicated directly to the Committee members. Subsequent meetings will be held at the call of the Chair in consultation with the Clerk.

Committee activity shall be determined primarily by the number and complexity of applications for compliance audits that may be received. The frequency and duration of meetings will be determined by the Committee in consultation with the Clerk.

Meeting Location

The Committee shall meet at the location determined in consultation with the member municipality.

Electronic Meetings

A meeting of the Compliance Audit Committee may be conducted by means of visual or audio or audio electronic or other communications equipment, provided that the public is able to participate, and the chairperson is in attendance at the meeting.

Committee members who are participating by electronic means in a meeting are deemed to be present.

In the case of an interruption in the communication link to the member(s) participating electronically, the Committee will recess to a maximum of 15 minutes until it is determined whether or not the link can be re-established. If communications are not re-established, the meeting will be dissolved and rescheduled and the Clerk shall note the same in the minutes.

Meeting Notices, Agendas & Minutes

The agenda shall constitute notice. The Clerk of the member municipality requiring the services of the Committee shall cause notice of the meetings to be provided:

- to members of the Committee, Candidate, and the Public for a meeting regarding an application by an elector;
- to members of the Committee, Contributor, Candidate and the Public for a meeting regarding a Candidate Contributor Contravention report;
- to members of the Committee, Contributor, Registered Third Party and the public for a meeting regarding a Registered Third Party Contributor Contravention.

A minimum of two (2) business days prior to the date of each meeting, not including weekends or holidays. The agendas and minutes of meetings shall be posted on the member municipality’s website, where available.

Minutes of each meeting shall outline the general deliberations and specific actions and recommendations that result. The applicant and the candidate shall be permitted to make presentations as part of the process.

Agenda Format

1. Call to Order
2. Disclosure of Pecuniary Interest and General Nature Thereof
3. Consideration of Compliance Audit Application, Clerk’s Report *or* Auditor’s Report
4. Adjournment

Quorum

Quorum for meetings shall consist of a majority of the members of the Committee.

If no quorum is present thirty (30) minutes after the time appointed for a meeting, the Clerk shall record the names of the members present and the meeting shall stand adjourned until the date of the next meeting.

Meeting Attendance

Any member of the Committee, who misses three (3) consecutive meetings, without being excused by the Committee, may be removed from the Committee. The Committee must make recommendations, by a report to Council for the removal of any member.

Motions & Voting

A motion shall only need to be formally moved before the Chair can put the question or a motion can be recorded in the minutes.

A motion shall be reduced to writing and shall be signed by the Chair and Secretary.

Every Member present shall be deemed to vote against the motion if they decline or abstain from voting, unless disqualified from voting by reason of a declared pecuniary interest.

In the case of a tie vote, the motion shall be considered to have been lost. The manner of determining the vote on a motion shall be by show of hands. The Chair shall announce the result of every vote.

10. Administrative Practices and Procedures

The Terms of Reference constitute the Administrative Practices and Procedures of the

Committee. Any responsibilities not clearly identified within these Terms of Reference shall be in accordance with Section 88.33 to 88.37 of the *Municipal Elections Act, 1996*.

The Clerk at any time has the right to develop additional administrative practices and procedures

11. Committee Procedures – Auditor's Report

Introduction of an Auditor's Report

The Auditor shall present a summary of the auditor's report as previously submitted to the Committee.

The Members may, through the Chair, ask questions of the Auditor.

Presentations

The Chair shall invite the Applicant, Candidate or their authorized agent, and any member of the public who wishes to speak to make their presentation. Speakers shall address the decisions available to the Committee as a result of the audit only.

Speakers shall not address the Auditor or the content of the auditor's report.

The Members may, through the Chair, ask questions of the speaker(s).

Any document submitted to the Committee during a presentation shall be made available on request, subject to any law which would prohibit disclosure.

Rules of Debate on the Auditor's Report

Following presentations, the auditor's report shall then be open for debate by the Members only.

Committee Decisions on an Auditor's Report

In accordance with the *Municipal Act*, within thirty (30) days of receipt of an auditor's report, the Committee shall consider the report and may:

- a. Commence a legal proceeding against the Candidate for any apparent contravention, if the report concludes that the Candidate appears to have contravened a provision of this *Act* relating to election campaign finances; or
- b. Make a finding as to whether there were reasonable grounds for the application, if the report concludes that the Candidate does not appear to have contravened a provision of the *Act* relating to election campaign finances.

12. Minutes of the Committee

Draft Minutes

The Clerk shall prepare draft minutes of each meeting of the Committee and shall provide Members with a copy. The minutes shall include the names of persons present who addressed the Committee, a summary of the activities at the meeting, all motions properly moved, their disposition and a brief rationale for the decisions made.

Approval of Minutes

The draft minutes shall be circulated to the Members for review. If time permits, the minutes may be approved at the next duly called meeting of the Committee. As an alternative and in recognition of the legislated time limits, each Member’s approval of the minutes may be returned to the Clerk by electronic transmission. The Clerk shall retain the electronic transmission for recordkeeping purposes. The minutes, once approved, shall be signed by the Chair and the Clerk.

Distribution of Minutes

As soon as practicable after each meeting, the clerk shall provide a copy of the approved minutes, or as an alternative Notice of Committee Decision, to the affected Applicant, Candidate and Auditor. The copy may be sent by electronic transmission provided confirmation of receipt is produced to and retained by the Clerk. If confirmation of receipt is not available, the copy shall be sent by registered mail.