

**MUNICIPALITY**



**OF ASSIGINACK**

**REGULAR MEETING OF COUNCIL  
To Be Held in the Council Chambers  
Wednesday, April 10th, 2019 at 7:00 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 March 19, 2019
- b) Assiginack Public Library Board Meeting of January 14, 2019
- c) Manitoulin Planning Board Meeting of March 26, 2019

**4. DELEGATIONS**

**5. REPORTS**

**6. ACTION REQUIRED ITEMS**

- a) Accounts of Payment: General: \$245,270.97 - Payroll: \$33,798.16
- b) Assiginack Curling Club Charitable Tax Rebate Application
- c) OCWA Manitowaning Lagoon 2018 Annual Report
- d) Invite MOECC to Meeting: Landfill Options

**7. INFORMATION ITEMS**

- a) Minister of Municipal Affairs: One Time Payment Correspondence
- b) CPAC January Statistics
- c) Office of the Fire Marshal and Emergency Management: Essentials of Fire Protection Seminar Schedule
- d) Librarian's 2018 Report

e) OCWA Standard of Care Training Session

**8. BY-LAWS**

a) By-law # 19-06: S.S. Norisle Steamship Society Agreement

**9. CLOSED SESSION**

- a) Property Issue
- b) Personnel Issue

**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, March 19, 2019 at 7:00 p.m.

**Present:** Mayor Dave Ham  
Councillor Hugh Moggy  
Councillor Dave McDowell  
Councillor Rob Maguire

**Excused:** Councillor Christianna Jones

**Staff:** Alton Hobbs, CAO, Deputy Clerk,  
Deb MacDonald, Treasurer  
Ron Cooper, Public Works Superintendent,  
Freda Bond, Tax and Utilities Manager  
Jackie White, Events Co-ordinator

**OPENING:**

**#71-06-19 R. Maguire – D. McDowell**  
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 7:00 p.m., with Mayor Ham presiding in the Chair.

*CARRIED*

**AGENDA:**

**#72-06-19 R. Maguire - D. McDowell**  
THAT the agenda for this meeting be accepted as presented.

*CARRIED*

**DISCLOSURE OF PECUNIARY INTEREST:**

None.

**ANNOUNCEMENTS:**

Councillor McDowell led Council in thanking the Events Coordinator and staff for a successful March break full of activities. All events were well attended and seemed popular with all age groups.

Councillor Maguire informed Council about the just announced 'Investing in Canada' Infrastructure Funding program and distributed the Program guidelines to Council members.

**ADOPTION OF MINUTES:**

**#73-06-19 D. McDowell – R. Maguire**

THAT the Minutes of the Regular Council Meeting of March 5, 2019, be accepted.

*CARRIED*

**#74-06-19 D. McDowell – R. Maguire**

THAT the Minutes of the Welcome Centre Agreement Meeting of February 5, 2019 be received.

*CARRIED*

**#75-06-19 D. McDowell – R. Maguire**

THAT the Minutes of the Public Health Sudbury and Districts Meeting of February 19, 2019 be received.

*CARRIED*

**#76-06-19 D. McDowell – R. Maguire**

THAT the Minutes of the Manitoulin Planning Board Meeting of February 26, 2019 be received.

*CARRIED*

**DELEGATIONS:**

**#77-06-19 R. Maguire – D. McDowell**

THAT we thank Barb Erskine, Manitoulin Energy Plan Coordinator for attending this meeting to discuss the Smart Green Communities program and the Regional Energy and Emissions Planning Project.

*CARRIED.*

*Ms. Erskine spoke about the rationale concerning these two programs and the practical benefits available to the Municipality. Council has a few questions which Ms. Erskine will research and Staff will explore the possibility of using the resources available through the programs.*

**REPORTS:**

*Councillor McDowell stated that he had attended the recent CPAC meeting and that the O.P.P.'s 'Community Safety and Well Being Planning' initiative looks to be too onerous for individual Island municipalities and that it might best be undertaken by the DSAB. Mayor Ham agreed to bring the matter up with the DSAB.*

*He also informed Council that the O.P.P. was planning on using E-Tickets for parking infractions on Provincial highways.*

**ACTION REQUIRED ITEMS:**

**#78-06-19 H. Moggy – D. McDowell**

THAT Council authorizes the following Accounts for Payment:

General: \$166,799.54

AND THAT the Mayor and administration be authorized to complete cheques #28633 through #28654 as described in the attached cheque register report.

*CARRIED*

**#79-06-19 D. McDowell - H. Moggy**

THAT Council authorizes the following Accounts for Payment:

Payroll: \$18,234.54

AND THAT the Mayor and administration be authorized to complete cheques #28626 through #28632 as described in the attached cheque register report.

*CARRIED*

**#80-06-19 H. Moggy - D. McDowell**

THAT we inform Keatley Surveying that the contents of Section 9 of By-law # 17-13 should be addressed by any applicant seeking to open road allowances to a standard less than what is required for municipal assumption.

*CARRIED*

**INFORMATION ITEMS:**

**#81-06-19 D. McDowell – H. Moggy**

THAT we acknowledge receipt of the following correspondence items:

- a) Knox United Church: 2018 Charity Golf Tournament Results
- b) Town of Newmarket: Bill 66 Concerns
- c) Vigor CleanTech: Pw Garage Solar Report

*CARRIED*

**BY-LAWS:**

None.

**CLOSED SESSION:**

**#82-06-19 R. Maguire – D. McDowell**

THAT in accordance with By-law # 02-02 as amended and Section 239 of the Municipal Act as amended, Council proceed to a Closed Session (in camera) at 7:35 pm in order to attend to a matter pertaining to:

- b) Personal Matters about an Identifiable Individual, including municipal or local board employees.
- c) A Proposed or pending acquisition or disposition of land by the Municipality.
- d) Advice that is subject to solicitor-client privilege including communications necessary for that purpose.

*CARRIED*

**#83-06-19 H. Moggy – D. McDowell**

THAT we adjourn from our closed session at 8:30 pm, accept the Minutes of the Closed Session of March 5, 2019 and resume our Regular Meeting.

*CARRIED*

**CLOSING:**

**#84-06-19 H. Moggy – D. McDowell**

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

**CARRIED**

\_\_\_\_\_  
David Ham, MAYOR

\_\_\_\_\_  
Alton Hobbs, CAO/DEPUTY CLERK

8:35 p.m.

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

The next Regularly Scheduled Council Meeting is April 10, 2019

RECEIVED

MAR 26 2019

**ASSIGINACK PUBLIC LIBRARY BOARD MEETING  
MONDAY JANUARY 14, 2019**

The meeting was called to order by the acting chair, Irma Lenz, at 3:30

Present: Lori, Irma, Jane, Christianna, Les and Deb

Regrets: Heather

Christianna was welcomed to the Board as the Township of Assiginack representative for this term of office.

After discussion, Irma Lenz agreed to take the position of Chair, Jane Tilston...Vice Chair and Leslie Fields...secretary.

01-19 Lori/Jane

That Irma Lenz be elected Chair of the Library Board, Jane Tilston...Vice-chair, and Leslie Fields...secretary for the 2019-22 term.....cd

02-19 Lori/Christianna

That the minutes of December 3/18, attached, be approved as presented....cd

03-19 Lori/Irma

That the financial reports for November and December, attached, be approved as presented.....cd

04-19 Jane/Lori

That the Librarian's report for November and December, attached be accepted as presented....cd

Deb MacDonald and Deb Robinson reviewed and prepared the final financial report for 2018, showing a balance of \$4705.39 after the final outstanding checks have been cleared. Deb recommended that we consider putting \$1500 of that sum into our Memorial Account, with the remainder of the balance being left in our current account to cover anticipated expenses in the new year. Overdrive, at a cost of \$907.67, has been fully paid for 2019. Santa photos were a great success again this year.



05-19 Jane/Irma

That \$1500 be transferred from the Memorial Account to our current account. More may be transferred at a later date as we begin the new year. ....cd

#### New Business

An \$80 donation was made to the library by the Spiritual Group. This group has appreciated using the library as a meeting place for discussions and fellowship every other month. Deb will attend the OLA Conference in Toronto at the end of January. Friends of the Library have contributed \$300 for travelling costs, while the Library Board will cover the remaining costs of \$100 out of our current account.

06-19 Christianna/Lori

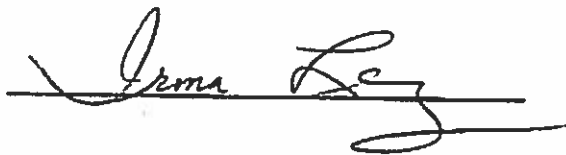
That the Library cover expenses up to \$300 for Deb to attend the 2019 OLA conference in Toronto.....cd

#### Coming Events

Jackie White will offer a Quilting for Kids course in February. This after school program will run for 4 weeks from 3:15 to 4:30 one day a week.

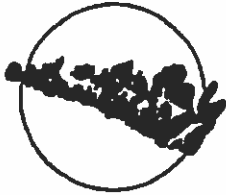
Next meeting: February 25/19 at 3:00 in the Library.

The meeting was adjourned at 3:50 on a motion by Jane.



Irma Rey





RECEIVED  
APR 01 2019

March 27, 2019

MINUTES OF PLANNING BOARD MEETING - March 26, 2019

At a Meeting of the Manitoulin Planning Board, held in the Board Room at the Planning Board Office, Gore Bay, Ontario, on March 26, 2019, the following Members of Planning Board were present:

- |    |            |    |             |
|----|------------|----|-------------|
| 1. | L. Hayden  | 5. | K. Noland   |
| 2. | D. Osborne | 6. | R. Stephens |
| 3. | E. Russell | 7. | I. Anderson |
| 4. | D. Ham     | 8. | D. Head     |

Regrets: R. Brown, L. Addison

Also in attendance was:  
T. Sasvari, reporter, Manitoulin West Recorder.

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

The Meeting was called to Order at 7:02 P.M. by Chair R. Stephens, who welcomed all present.

The Chair asked if there were any Board Members who wished to declare a conflict of interest with any of the items listed on the agenda or having to do with the previous Board Meeting of February 26<sup>th</sup>, 2019. There were no conflicts declared.

1. ORDER OF BUSINESS

The Chair requested the adoption of the order of business.

MOTION

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

2. MINUTES OF PREVIOUS BOARD MEETING - February 26, 2019

The Chair announced that the Minutes of the Board Meeting held February 26<sup>th</sup>, 2019 had been circulated to the Board Members and requested that any errors or omissions be stated.

MOTION

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

BUSINESS ARISING FROM THE MINUTES OF THE PREVIOUS BOARD MEETING  
- February 26<sup>th</sup>, 2019.

There was none.

3. VARIABLE EXPENDITURES

There were no questions of the variable expenditures as circulated.

MOTION

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

4. GENERAL, REGULAR AND NEW BUSINESS

- a) Workplace Violence & Harassment Policy

A copy of the Workplace Violence and Harassment Policy, adopted by the Board on October 24, 2017, was attached to the Board's Meeting Agenda for review and discussion.

4. a) Workplace Violence & Harassment Policy - continued

The Secretary-Treasurer requested the Board consider a couple of changes to the Policy and discussion resulted in the following motion:

MOTION

It was moved by L. Hayden and seconded by I. Anderson that the Workplace, Violence and Harassment Policy (2017) be amended as follows:

“ i) Part IV - Physical Security - Page 5

The current policy which states:

*'The staff entrance door will remain locked and bolted at all times. Before leaving the office for the day, staff will ensure that the staff entry door, the office entry door, and the left hand side lobby entrance door are securely locked.'*

*'The chain across the counter entrance will remain in place at all times during office hours, in order to control access as much as possible to the rest of the office.'*

is changed to

*'The staff entrance/exit door will remain locked and bolted at all times during regular office hours except on Mondays. Before leaving the office for the day, staff will ensure that the staff entrance/exit door, the office entrance/exit door, and the Planning Board's lobby entrance/exit door are securely locked.'*

*'The chain across the front counter entrance will remain in place at all times during office hours in order to control access as much as possible to the rest of the office, except on Mondays. On Mondays, a longer chain across the entrance to the rest of the office from the staff entrance/exit will remain in place at all times during office hours, in order to direct the Public to the front counter/sitting area, with a black direction arrow attached to this chain.'*

AND

ii) Part IV - Cash Transactions and Handling - Page 6

The current policy which states:

*'Clients should be encouraged to pay fees by cheque to avoid accumulating cash.'*

is changed to

*'Clients will be advised that Application Fees will be accepted by cheque or money order only to avoid accumulating cash, and signage will be posted at the Front Counter to this effect.'"*

- Carried unanimously.

4. b) Procedural By-law No. 2017-01

A copy of the Procedural By-law No. 2017-01 was attached to the Board's Meeting Agenda for discussion and review.

The Secretary-Treasurer requested the Board consider a few changes to the By-law, Pages 1, 3, 5, and 12, and discussion resulted in the following motion:

MOTION

It was moved by D. Ham and seconded by K. Noland that Procedural By-law No. 2017-01 be amended and be replaced by By-law No. 2019-01 with the following changes:

“On Page 1, which states:

*'WHEREAS pursuant to Section 55 of the Municipal Act, R.S.O. 1990 Chapter M.45, as amended by the Planning and Municipal Statute Law Amendment Act 1994, every Council and local board shall adopt a PROCEDURE BY-LAW to govern the calling, place, and proceedings of meetings;*

is changed to

*'WHEREAS pursuant to Section 238 of the Municipal Act, 2001, c.25, as amended every Municipality and local board shall pass a PROCEDURE BY-LAW to govern the calling, place, and proceedings of meetings;'* ”

4. b) Procedural By-law No. 2017-01 - continued

“On Page 3, the definition which states:

n) *“Resolution” means a motion that is carried, or defeated and therefore represents the vote and will of the Board;*

is changed to:

n) *“Resolution” means a motion that is carried or defeated and adopted, and therefore represents the vote and will of the Board;”*

AND

On Page 5, 10. c) shall be changed to 10. d) and an additional policy under 10. c) shall be added:

c) *the Secretary-Treasurer upon receipt of a written request for a Planning consideration, in consultation with the Chair or Vice Chair;”*

AND

On Page 12 which states:

9. *In the absence of the Secretary-Treasurer, the Deputy Secretary-Treasurer shall perform the duties of the Secretary-Treasurer. In the event of the absence of both of these people the Board can appoint a person to act in the capacity.”*

is changed to

9. *In the absence of the Secretary-Treasurer and/or to assist the Secretary-Treasurer, the Deputy Secretary-Treasurer shall perform the duties of the Secretary-Treasurer. In the event of the absence of both of these people the Board can appoint another person to act in the capacity.”*

- Carried unanimously.

c) Staff Holidays

The Secretary-Treasurer requested support from the Board to permit her to carry over holidays from 2018 to 2019.

MOTION

It was moved by K. Nolard and seconded by D. Ham that the Manitoulin Planning Board allow the Secretary-Treasurer to carry over holidays from 2018 to 2019 and that these carry over holidays shall be used before April 30<sup>th</sup>, 2019 - Carried.

d) Inclement Weather

An information sheet on how to handle staff absences and/or lateness due to inclement weather was attached to the Board's Meeting Agenda for discussion. The Secretary-Treasurer explained that staff members would like to address the topic to assist them with clear policies of the employees obligations i.e. office closure, absences or lateness, safety.

Discussion resulted in the general consensus of the Board that the Secretary-Treasurer and the GIS Technician record all time taken for absences or lateness due to Inclement Weather on their time sheets and advise the Chair and Vice Chair of such, and that any time taken will not be required to be recorded as vacation time.

e) Business Case 2018-2019 Funding Agreement

The Secretary-Treasurer reported that an amended Business Case Funding Agreement had been received on March 12<sup>th</sup>, 2019 from the Ministry of Municipal Affairs and Housing (MMAH) to cover partial costs of mapping a Natural Heritage System (NHS) for the Planning Area, and that the Ministry requested a Resolution from the Board in order to execute the funds. She explained that under Section 1 - Definitions of the Procedural By-law 2017-01, when a motion is adopted, it becomes a resolution. She read a motion and requested the adoption of that motion.

MOTION

It was moved by D. Osborne and seconded by D. Ham that the Manitoulin Planning Board does hereby authorize the Chair and the Secretary-Treasurer to sign and execute the Business Case Funding Agreement 2018-2019 for the allocation of \$9,817.00 to cover partial costs of mapping a Natural Heritage System (NHS) for the Planning Area, with a target completion date of October 29, 2021

- Carried unanimously.

MOTION

It was moved by D. Osborne and seconded by D. Ham that BE IT RESOLVED the motion be adopted as read

- Carried unanimously.

## 5. Official Plan (OP)

The Secretary-Treasurer reported that hard copies of the OP, approved on October 29, 2018, had been provided to the Board Members at the last Board Meeting, February 26<sup>th</sup>, 2019 and requested the Board's comments of Policy F.4.4.2 - Consents.

She explained that the Planning Board office has been receiving requests for the Board's support for additional severances in addition to three previous severances approved prior to the (new) Official Plan on October 29, 2018. A couple of scenarios were provided to the Board. Past approval were given on the basis that further development would be by Plan of Subdivision and notes on some of the Decisions of Planning Board were:

*'Please note that this Board would not encourage any further severances from the parcels being severed or that being retained unless applied for by means of a plan of subdivision.'* or  
*'Further development by the consent procedure for the subject lands may not be considered.'* or  
*'Further development by the consent procedure will not be considered.'* or  
*'Planning Board considers the maximum development by Consent on the subject lands has been reached.'* or  
*'Further development by the Consent procedure will be discouraged.'*

Official Plan Policy F.4.4.2 states in part:

1. *A consent should only be considered where a plan of subdivision is deemed to be unnecessary, where the application conforms with the policies of this Plan, is consistent with the provincial Policy Statement, and the Consent will generally not result in the creation of more than three new lots on a lot that existed prior to the date of adoption of this Plan, unless it does not necessitate the creation of a new road, or the extension of municipal services.'*

During consideration of the Policy, the following was discussed:

- The Manitoulin Planning Board (MPB) is the consent granting authority and must decide whether a consent is the best approach or if a plan of subdivision is necessary;
- MPB decisions must conform to policies of the OP, and Provincial Policy Statement 2014;
- a plan of subdivision is costly;
- a plan of subdivision requires additional studies and takes longer;
- how many lots are required by a plan of subdivision to be considered feasible?;
- a plan of subdivision may be considered necessary as further severances could impact the feasibility of development by Plan of Subdivision; and
- where a property is not capable of development for a plan of subdivision, i.e. not enough land or shoreline for +3 lots, consent would be a better approach.

The Board requested the Secretary-Treasurer to seek opinions and interpretation of this Official Plan Policy from the Ministry and the Consultant and report back at a future Board Meeting.

## 6. BUDGET REVIEW

### i) Interim Requisitions

The Secretary-Treasurer advised that the interim requisitions have been received from all Municipalities.

### ii) Notice of Tariff of Fees

The current Notice of Tariff of Fees, approved on March 28, 2018, was attached to the Board Agenda for review and discussion. The Secretary-Treasurer recommended a few changes to the Notice for the Board's consideration and the following motion resulted.

### MOTION

It was moved by E. Russell and seconded by D. Ham that the Notice of Tariff of Fees (2018), be amended as follows:

Request for Special Meeting of Planning Board	\$300.00
Make a map/sketch 8½" X 11" or 8½" X 14" (without a Planning Application)	\$20.00
Document Publications	
- Official Plan Text	\$50.00
- Copies of a complete coloured set of Official Plan schedules/maps	\$50.00
- Zoning By-law No. 98-01 Text	\$25.00
- Copy of a coloured Zoning By-law schedule/map (8½" X 11")	\$ 2.00 **

- Carried unanimously.

6. ii) Comparison of Revenue and Expenditures and 2019 Draft Budget

Jake Diebolt, GIS Technician, provided the Board Members with the following:

- Draft Financial Statements 2018,
- Comparison of Revenue and Expenditures 2015 to 2018 & 2019 Draft Budget,
- Payroll Burden 2018 & projected Payroll Burden 2019,
- funding details based on total (unweighted) assessment vs weighted assessment and 2019 weighted assessment vs unweighted assessment with possible salary increase, and
- Consumer Price Index Chart (CPI).

The draft Financial Statements for 2018, prepared by KPMG Chartered Accountants, were presented by Mr. Diebolt. He explained that the accountants do not consider Harmonized Sales Tax (HST) rebates to be revenue and that their calculations disregard HST, as all of the Board's HST expenses are rebated by the Federal Government. He explained the financial statements, differences between the budget and actual expenses, and the state of the Board's finances at the end of 2018.

All questions and resulting discussion having been dealt with, a request from the Chair for the adoption of the 2018 Financial Statements resulted in the following motion.

MOTION

It was moved by L. Hayden and seconded by I. Anderson that the Financial Statements 2018, as prepared by KPMG Chartered Accounts, be adopted  
- Carried unanimously.

The 2019 draft budget had been discussed with the Budget Committee who in accordance with committee appointments for 2019 consists of I. Anderson, K. Noland, and R. Stephens. The Budget Committee had suggested that the Board consider changing the apportionment of municipal requisitions from one based on total (unweighted) assessment to one based on weighted assessment.

The draft budget was presented by Mr. Diebolt. He explained that the 2019 budget was largely unchanged from the 2018 budget, but that the items had been recalculated to exclude the Harmonized Sales Tax (HST) on purchases and to exclude the HST rebates from miscellaneous revenue which was done to align the Board's accounting with best practices that do not count HST rebates as revenue. A slight increase in office rent, payroll burden, and board member mileage was indicated. Some questions were asked regarding changes in some items (e.g. property insurance) and it was explained that these changes were due to adjustments to exclude HST.

A chart comparing the two apportionment methods of municipal requisitions was provided to the Board, for discussion. The Board was in general agreement that the weighted assessment method, which adjusts assessment values to take into account the ability to generate revenue, was a more fair apportionment method.

Mr. Diebolt requested the Chair have the Board go in camera and the Chair requested the Board to go in camera to discuss matters about identifiable individuals.

MOTION

It was moved by D. Osborne and seconded by D. Ham that the Board go in camera at 8:40 p.m. to discuss personal matters about identifiable individuals  
- Carried.

There were no decisions or motions made in camera.

MOTION

It was moved by L. Hayden and seconded by K. Noland that the Board rise from the in camera session at 8:43 p.m.  
- Carried.

It was reported that items were discussed during the in camera component of the Board Meeting. It was the general consensus of the Board that no additional time was required to review the Draft Budget for 2019 which resulted in the following motion.

MOTION

It was moved by D. Ham and seconded by E. Russell that the 2019 Budget be approved, as presented, in the amount of \$166,577.21 with a 2% increase in salaries and that the Municipal Requisitions be changed to be by the Weighted Assessment Method  
- Carried unanimously.

7. OACA CONFERENCE - JUNE 2019 - NORTH YORK, ONTARIO

The Secretary-Treasurer reported that the annual Conference of the Ontario Association of the Committee of Adjustments (OACA), was being held in North York, Ontario, on June 2<sup>nd</sup>, 2019 and she requested the Board's support for her to attend.

MOTION

It was moved by K. Noland and seconded by D. Ham that the Secretary-Treasurer attend the Annual OACA Conference in North York, Ontario in June 2019, if in her opinion the Conference itinerary will be beneficial  
- Carried.

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The time now being 8:50 p.m. and all business before the Board having been dealt with, the Meeting was adjourned on a motion moved by D. Ham.

\_\_\_\_\_  
R. STEPHENS,  
CHAIR

  
\_\_\_\_\_  
T. A. CARLISLE,  
SECRETARY-TREASURER

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    0028662                                      0028685  
 Cheque Date    First                                      Last

Sorted By:    Cheque Number

Distribution Types Included: All

ChqNo:	0028662	Date:	18/03/2019	Vendor:	ST. PAULS ANGLICAN CHURCH	Amount:	550.00
InvNo:	MARCH 14 2019	InvDesc:	pec-rent soap making wrkshop	InvAmt:	550.00		
ChqNo:	0028663	Date:	18/03/2019	Vendor:	BELL CANADA	Amount:	20.56
InvNo:	2019 03 01	InvDesc:	toll free line	InvAmt:	20.56		
ChqNo:	0028664	Date:	18/03/2019	Vendor:	EASTLINK	Amount:	52,023.96
InvNo:	08161093	InvDesc:	pw	InvAmt:	5216.33		
InvNo:	08160869	InvDesc:	admin	InvAmt:	5593.57		
InvNo:	08161090	InvDesc:	marina	InvAmt:	578.90		
InvNo:	08161063	InvDesc:	info booth	InvAmt:	591.48		
InvNo:	08161072	InvDesc:	fd-tel	InvAmt:	5103.76		
InvNo:	08161061	InvDesc:	fd-interconnect	InvAmt:	578.90		
InvNo:	08161051	InvDesc:	man streams	InvAmt:	5170.44		
InvNo:	08161082	InvDesc:	ss wtp	InvAmt:	5147.78		
InvNo:	08161079	InvDesc:	norisie (fischer fund)	InvAmt:	569.91		
InvNo:	08161081	InvDesc:	mtg wtp	InvAmt:	5217.69		
InvNo:	08161073	InvDesc:	arena	InvAmt:	5144.56		
InvNo:	MARCH 10 2019 MARINA	InvDesc:	marina dsl	InvAmt:	555.32		
InvNo:	MARCH 10 2019 PW	InvDesc:	pw dsl	InvAmt:	555.32		
ChqNo:	0028665	Date:	18/03/2019	Vendor:	FREELANDT CALDWELL REILLY	Amount:	314,972.50
InvNo:	CJH-36925	InvDesc:	2018 audit interim billing	InvAmt:	314,972.50		
ChqNo:	0028666	Date:	18/03/2019	Vendor:	HUGH MOGGY	Amount:	544.72
InvNo:	MAR 5 2019	InvDesc:	mileage mta meeting	InvAmt:	544.72		
ChqNo:	0028667	Date:	18/03/2019	Vendor:	HYDRO ONE NETWORKS INC.	Amount:	54,231.08
InvNo:	FEB 26 2019 PW	InvDesc:	pw-microfit	InvAmt:	56.10		
InvNo:	MARCH 4 2019 PW	InvDesc:	pw	InvAmt:	5470.70		
InvNo:	MARCH 4 2019 NORISLE	InvDesc:	norisie heritage park	InvAmt:	563.14		
InvNo:	MARCH 4 2019 ICE PLT	InvDesc:	arena ice plant (estimate)	InvAmt:	53,152.41		
InvNo:	MARCH 5 2019 DEPOT	InvDesc:	depot	InvAmt:	5218.65		
InvNo:	MARCH 7 2019 ADMIN	InvDesc:	mun.office	InvAmt:	5320.08		
ChqNo:	0028668	Date:	18/03/2019	Vendor:	JACKIE WHITE	Amount:	541.23



The Township of Assiginack  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

InvNo: MARCH 10 2019      InvDesc: pec-mrch brk supplies      InvAmt: 511.00

InvNo: MARCH 2019      InvDesc: pec-supplies kids quilting      InvAmt: 530.23

ChqNo:	0028669	Date:	18/03/2019	Vendor:	JOHN'S REPAIR SERVICE	Amount:	590.39
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InvNo: 6623      InvDesc: arena-ups      InvAmt: 590.39

ChqNo:	0028670	Date:	18/03/2019	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	542.90
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InvNo: 0151188      InvDesc: fd-scoop      InvAmt: 533.89

InvNo: 0152803      InvDesc: lib bldg-flag pole repairs      InvAmt: 59.01

ChqNo:	0028671	Date:	18/03/2019	Vendor:	MINISTER OF FINANCE	Amount:	51,018.51
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InvNo: FEB 2019      InvDesc: feb oht remittance      InvAmt: 51,018.51

ChqNo:	0028672	Date:	18/03/2019	Vendor:	MINISTER OF FINANCE	Amount:	550.00
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InvNo: 2019 NE CLERKS      InvDesc: 2019 ne clerks forum      InvAmt: 550.00

ChqNo:	0028673	Date:	18/03/2019	Vendor:	NEW NORTH FUELS INC	Amount:	54,384.97
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InvNo: 495169      InvDesc: pw-diesel      InvAmt: 51,993.82

InvNo: 495406      InvDesc: po-furnace oil      InvAmt: 5776.59

InvNo: 495407      InvDesc: mun.office-furnace oil      InvAmt: 5432.01

InvNo: 496143      InvDesc: pw-diesel      InvAmt: 51,182.55

ChqNo:	0028674	Date:	18/03/2019	Vendor:	NORTH EASTERN MANITOULIN & THE ISLANDS	Amount:	530,399.00
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InvNo: IVC0007386      InvDesc: 2019 airport funding      InvAmt: 530,399.00

ChqNo:	0028675	Date:	18/03/2019	Vendor:	OMERS	Amount:	58,131.72
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InvNo: FEB 2019      InvDesc: feb omers remittance      InvAmt: 58,131.72

ChqNo:	0028676	Date:	18/03/2019	Vendor:	PURULATOR COURIER	Amount:	548.20
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InvNo: 440722732      InvDesc: freight      InvAmt: 548.20

ChqNo:	0028677	Date:	18/03/2019	Vendor:	RECEIVER GENERAL	Amount:	515,621.66
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InvNo: FEB 2019      InvDesc: feb source deductions      InvAmt: 515,621.66

ChqNo:	0028678	Date:	18/03/2019	Vendor:	RELIANCE HOME COMFORT	Amount:	5100.72
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InvNo: MARCH 12 2019 ADMIN      InvDesc: mun.office-hwt rental      InvAmt: 547.53

InvNo: MARCH 12 2019 PW      InvDesc: pw-hwt rental      InvAmt: 553.19

ChqNo:	0028679	Date:	18/03/2019	Vendor:	RIVERSIDE ENTERPRISES	Amount:	52,370.74
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InvNo: 20830      InvDesc: feb recyl.transport      InvAmt: 52,370.74

ChqNo:	0028680	Date:	18/03/2019	Vendor:	SUPERIOR PROPANE INC.	Amount:	52,506.54
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InvNo: 23959479      InvDesc: pw cylinder rental      InvAmt: 511.87

InvNo: 23959480      InvDesc: arena cylinder rental      InvAmt: 523.73

InvNo: 24171414      InvDesc: fd-propane      InvAmt: 51,096.51

InvNo: 24171415      InvDesc: po-propane      InvAmt: 51,374.43

ChqNo:	0028681	Date:	18/03/2019	Vendor:	KEITH HARFIELD	Amount:	52,866.45
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InvNo: 2013 FENCEVIEW      InvDesc: refund-fence view/(2013)      InvAmt: 52,866.45

ChqNo:	0028682	Date:	18/03/2019	Vendor:	TULLOCH ENGINEERING	Amount:	5522.63
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The Township of Assiginack  
CHEQUE DISTRIBUTION REPORT  
Payables Management

InvNo: 2001367                      InvDesc: drain supt                      InvAmt: \$522.63

ChqNo:	Date:	Vendor:	Amount:
0028683	18/03/2019	SARAH EARLEY	\$520.00

InvNo: 19004                      InvDesc: pec-soap making wrkshp                      InvAmt: \$520.00

ChqNo:	Date:	Vendor:	Amount:
0028684	18/03/2019	XEROX CANADA LTD.	\$223.98

InvNo: F5388951                      InvDesc: monthly copier usage                      InvAmt: \$223.98

ChqNo:	Date:	Vendor:	Amount:
0028685	18/03/2019	GERRY STRONG	\$307.70

InvNo: MARCH 18 2019                      InvDesc: bldg insp/plan mileage                      InvAmt: \$307.70

\*\*\* End of Report \*\*\*

**Report Total:**

**\$90,590.16**

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 0028686                      0028693  
 Cheque Date First                      Last  
Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	0028686	Date:	25/03/2019	Vendor:	ALLEN'S AUTOMOTIVE GROUP	Amount:	92,428.46
InvNo:	729677	InvDesc:	batteries #6	InvAmt:		\$522.58	
InvNo:	316050	InvDesc:	motor treatment	InvAmt:		\$11.02	
InvNo:	728739	InvDesc:	e/l fluid	InvAmt:		\$14.55	
InvNo:	316047	InvDesc:	coupling	InvAmt:		\$49.70	
InvNo:	729025	InvDesc:	block heater cord	InvAmt:		\$35.90	
InvNo:	728934	InvDesc:	lights #7	InvAmt:		\$121.10	
InvNo:	729388	InvDesc:	snow brush	InvAmt:		\$34.92	
InvNo:	729772	InvDesc:	coffee	InvAmt:		\$29.98	
InvNo:	730018	InvDesc:	pins	InvAmt:		\$21.68	
InvNo:	728971	InvDesc:	dex3 oil	InvAmt:		\$151.44	
InvNo:	728973	InvDesc:	hydraulic hose #7	InvAmt:		\$113.27	
InvNo:	728756	InvDesc:	hydraulic hose #7	InvAmt:		\$304.57	
InvNo:	730341	InvDesc:	antifreeze	InvAmt:		\$63.25	
InvNo:	729876	InvDesc:	barrel of dex3	InvAmt:		\$734.50	
InvNo:	729906	InvDesc:	flood light	InvAmt:		\$40.67	
InvNo:	729171	InvDesc:	antifreeze	InvAmt:		\$31.63	
InvNo:	729565	InvDesc:	exhaust fluid	InvAmt:		\$66.35	
InvNo:	729684	InvDesc:	block heater	InvAmt:		\$81.35	

ChqNo:	0028687	Date:	25/03/2019	Vendor:	C. PEARSON & SON EXCAVATION & HAULAGE	Amount:	\$4,013.76
InvNo:	3463	InvDesc:	winter sand	InvAmt:		\$4,013.76	

ChqNo:	0028688	Date:	25/03/2019	Vendor:	MIKE VAREY EXCAVATING & EQUIPMENT	Amount:	\$13,525.37
InvNo:	0486477	InvDesc:	winter sand	InvAmt:		\$9,491.27	
InvNo:	486468	InvDesc:	snow removal	InvAmt:		\$4,034.10	

ChqNo:	0028689	Date:	25/03/2019	Vendor:	MSC INDUSTRIAL SUPPLY ULC	Amount:	\$529.61
InvNo:	2804429001	InvDesc:	clnr/degrease/batt/etc	InvAmt:		\$529.61	

ChqNo:	0028690	Date:	25/03/2019	Vendor:	RALF ISLAND TRUCK PARTS	Amount:	\$647.05
InvNo:	4476	InvDesc:	air filter/water sep #7	InvAmt:		\$190.68	
InvNo:	4459	InvDesc:	lights/clevis/dof fluid	InvAmt:		\$136.18	

The Township of Assiginack  
CHEQUE DISTRIBUTION REPORT  
Payables Management

InvNo: 4496                      InvDesc: def fluid/windshield washer                      InvAmt: \$320.19

ChqNo:	0028691	Date:	25/03/2019	Vendor:	ROB HENERAY WELDING & MACHINE	Amount:	9306.68
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InvNo: 1539                      InvDesc: repair plow #7                      InvAmt: \$306.68

ChqNo:	0028692	Date:	25/03/2019	Vendor:	SIFTO CANADA INC.	Amount:	54,047.73
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InvNo: 420324                      InvDesc: salt                      InvAmt: \$4,047.73

ChqNo:	0028693	Date:	25/03/2019	Vendor:	STRONGCO LIMITED PARTNERSHIP	Amount:	\$275.13
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InvNo: 90688680                      InvDesc: block heater#1                      InvAmt: \$275.13

\*\*\* End of Report \*\*\*

**Report Total:**

**\$25,773.79**

The Township of Assiginack  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

**Range:**          **From:**                  **To:**    **From:**    **To:**  
 Vendor ID      First                  Last                                  Chequebook ID    First                                  Last  
 Vendor Name   First                  Last                                  Cheque Number    0028701                                  0028729  
 Cheque Date    First                  Last

**Sorted By:**      Cheque Number

Distribution Types Included: All

ChqNo:	Date:	Vendor:	Amount:
0028701	01/04/2019	ANDY'S TRU HARDWARE	\$138.00
InvNo: 371939	InvDesc: arena-proppane	InvAmt: \$138.00	
0028702	01/04/2019	ST. PAULS ANGLICAN CHURCH	\$50.00
InvNo: MARCH 27 2019	InvDesc: pec-sushi workshop rental	InvAmt: \$50.00	
0028703	01/04/2019	CITY OF GREATER SUDBURY	\$551.68
InvNo: 00093678	InvDesc: jan recyl.material	InvAmt: \$551.68	
0028704	01/04/2019	COMPUTREK	\$2,862.86
InvNo: 19124	InvDesc: laptop workstation replacement	InvAmt: \$2,136.83	
InvNo: 19133	InvDesc: april remote server mgmt	InvAmt: \$726.03	
0028705	01/04/2019	G. STEPHEN WATT, BARRISTER	\$1,708.56
InvNo: 3445	InvDesc: general legal	InvAmt: \$1,708.56	
0028706	01/04/2019	EXP SERVICES INC.	\$1,350.08
InvNo: 485670	InvDesc: wtp membranes	InvAmt: \$1,350.08	
0028707	01/04/2019	GERRY STRONG	\$307.70
InvNo: APRIL 1 2019	InvDesc: bldg insp/plan mileage	InvAmt: \$307.70	
0028708	01/04/2019	HYDRO ONE NETWORKS INC.	\$12,443.36
InvNo: MARCH 20 2019 SHOWER	InvDesc: marina showerhouse	InvAmt: \$29.86	
InvNo: MARCH 20 2019 ARENA	InvDesc: arena	InvAmt: \$1,241.85	
InvNo: MARCH 20 2019 TENNIS	InvDesc: tennis courts	InvAmt: \$29.86	
InvNo: MARCH 20 2019 SS WTP	InvDesc: ss wtp	InvAmt: \$1,448.57	
InvNo: MARCH 20 2019 LIBRAR	InvDesc: library	InvAmt: \$538.68	
InvNo: MARCH 20 2019 PO	InvDesc: po/bank	InvAmt: \$400.07	
InvNo: MARCH 20 2019 DOCKS	InvDesc: marina docks	InvAmt: \$71.59	
InvNo: MARCH 20 2019 INFO	InvDesc: info booth	InvAmt: \$30.00	
InvNo: MARCH 21 2019 LITES	InvDesc: street lites	InvAmt: \$555.62	
InvNo: MARCH 25 2019 MTGWTP	InvDesc: mtg wtp	InvAmt: \$6,667.08	
InvNo: MARCH 27 2019 LAGOON	InvDesc: lagoon	InvAmt: \$1,423.99	
InvNo: MARCH 27 2019 PW	InvDesc: pw microfit	InvAmt: \$6.19	
0028709	01/04/2019	MANITOWANING MILL & HOME BUILDING CENTRE	\$854.69
InvNo: 0153450	InvDesc: admin-batteries	InvAmt: \$23.71	
InvNo: 0153493	InvDesc: norisle-plywood/lumber/screws	InvAmt: \$153.37	

The Township of Assiginack  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

InvNo: 0153430	InvDesc: norisie-lumber/screws	InvAmt: \$195.67
InvNo: 0153548	InvDesc: med bldg-roof repair supplies	InvAmt: \$435.09
InvNo: 0153549	InvDesc: cemetery-roof repair supplies	InvAmt: \$46.85

ChqNo:	0028710	Date:	01/04/2019	Vendor:	MANITOULIN-SUBBURY DISTRICT SOCIAL SERVIC	Amount:	\$30,739.42
InvNo:	IN000016583	InvDesc:	april dssab amb/social assist	InvAmt:	\$30,739.42		
ChqNo:	0028711	Date:	01/04/2019	Vendor:	MANITOULIN EXPOSITOR	Amount:	\$446.94
InvNo:	101807	InvDesc:	advertising	InvAmt:	\$446.94		
ChqNo:	0028712	Date:	01/04/2019	Vendor:	MIKE VAREY EXCAVATING & EQUIPMENT	Amount:	\$565.00
InvNo:	486495	InvDesc:	arena-snow	InvAmt:	\$565.00		
ChqNo:	0028713	Date:	01/04/2019	Vendor:	MINISTER OF FINANCE	Amount:	\$21,192.21
InvNo:	112603191309030	InvDesc:	february policing	InvAmt:	\$22,754.00		
ChqNo:	0028714	Date:	01/04/2019	Vendor:	MINISTER OF FINANCE	Amount:	\$1,011.88
InvNo:	MARCH 2019	InvDesc:	march eht remittance	InvAmt:	\$1,011.88		
ChqNo:	0028715	Date:	01/04/2019	Vendor:	MUNICIPAL PROPERTY ASSESSMENT CORP.	Amount:	\$10,391.28
InvNo:	1800022972	InvDesc:	2019 2nc qtr billing	InvAmt:	\$10,391.28		
ChqNo:	0028716	Date:	01/04/2019	Vendor:	NEW NORTH FUELS INC	Amount:	\$1,656.96
InvNo:	497040	InvDesc:	pw-diesel	InvAmt:	\$1,340.55		
InvNo:	497929	InvDesc:	pw-diesel	InvAmt:	\$316.41		
ChqNo:	0028717	Date:	01/04/2019	Vendor:	OMERS	Amount:	\$8,211.80
InvNo:	MARCH 2019	InvDesc:	march omers	InvAmt:	\$8,211.80		
ChqNo:	0028718	Date:	01/04/2019	Vendor:	ONTARIO CLEAN WATER AGENCY	Amount:	\$1,589.72
InvNo:	INV000111519	InvDesc:	feb add'l services	InvAmt:	\$1,589.72		
ChqNo:	0028719	Date:	01/04/2019	Vendor:	ONTARIO GOOD ROADS ASSOCIATION	Amount:	\$622.48
InvNo:	49643	InvDesc:	2019 membership	InvAmt:	\$622.48		
ChqNo:	0028720	Date:	01/04/2019	Vendor:	RECEIVER GENERAL	Amount:	\$15,819.48
InvNo:	MARCH 2019	InvDesc:	feb source deductions	InvAmt:	\$15,819.48		
ChqNo:	0028721	Date:	01/04/2019	Vendor:	RIVERSIDE ENTERPRISES	Amount:	\$2,370.74
InvNo:	20419	InvDesc:	nov recy.material	InvAmt:	\$2,370.74		
ChqNo:	0028722	Date:	01/04/2019	Vendor:	SUBBURY & DISTRICT HEALTH UNIT	Amount:	\$2,810.00
InvNo:	RC020034446	InvDesc:	april sdhu levy	InvAmt:	\$2,810.00		
ChqNo:	0028723	Date:	01/04/2019	Vendor:	SUPERIOR PROPANE INC.	Amount:	\$3,613.57
InvNo:	24362796	InvDesc:	pw-propane	InvAmt:	\$3,307.14		
InvNo:	24362797	InvDesc:	mun.office-propane generator	InvAmt:	\$306.43		
ChqNo:	0028724	Date:	01/04/2019	Vendor:	TOM HUGHSON	Amount:	\$125.00
InvNo:	MARCH 2019	InvDesc:	livestock call (1)	InvAmt:	\$125.00		
ChqNo:	0028725	Date:	01/04/2019	Vendor:	CHRISTINE MCNAUGHTON	Amount:	\$215.00
InvNo:	309	InvDesc:	pec-sushi wrkshp & supplies	InvAmt:	\$175.00		
InvNo:	311	InvDesc:	pec-mrch brk bath bomb supp	InvAmt:	\$40.00		

The Township of Assiginack  
CHEQUE DISTRIBUTION REPORT  
Payables Management

ChqNo:	Date:	Vendor:	Amount:
0028726	01/04/2019	JONATHAN EDRALIN	\$200.00
InvNo: 1	InvDesc: pec-kickboxing classes	InvAmt: \$200.00	
0028727	01/04/2019	WORKPLACE SAFETY & INSURANCE BOARD	\$5,052.61
InvNo: JAN-MAR 2019	InvDesc: jan-march wsib remittance	InvAmt: \$5,052.61	
0028728	01/04/2019	XEROX CANADA LTD.	\$186.70
InvNo: F54009088	InvDesc: monthly copier usage	InvAmt: \$186.70	
0028729	01/04/2019	WINDOWS UNLIMITED	\$1,819.30
InvNo: 885075	InvDesc: april garb pickup	InvAmt: \$988.75	
InvNo: 885076	InvDesc: med bldg-roof repair	InvAmt: \$435.05	
InvNo: 885077	InvDesc: cem -chapel roof repair	InvAmt: \$395.50	

\*\*\* End of Report \*\*\*

Report Total:

\$128,907.02

Date : 18/03/2019  
Time : 11:30:05 AM

The Township of Assiginack

Page: 1

Payment #	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0028655	18/03/2019	03/18COMB	118	COOPER, RONALD	OUTSTANDING	Cheque
0028656	18/03/2019	03/18COMB	122	HOBS, ALTON	OUTSTANDING	Cheque
0028657	18/03/2019	03/18COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0028658	18/03/2019	03/18COMB	133	BOND, FREDA	OUTSTANDING	Cheque
0028659	18/03/2019	03/18COMB	158	QUACKENBUSH, ASHLEY T	OUTSTANDING	Cheque
0028660	18/03/2019	03/18COMB	173	QUACKENBUSH, CRYSTAL	OUTSTANDING	Cheque
0028661	18/03/2019	03/18COMB	219	JONES, CHRISTIANNA	OUTSTANDING	Cheque
1659	18/03/2019	03/18COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
1660	18/03/2019	03/18COMB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
1661	18/03/2019	03/18COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
1662	18/03/2019	03/18COMB	155	BECK, WILLIAM	OUTSTANDING	Direct Deposit
1663	18/03/2019	03/18COMB	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit
1664	18/03/2019	03/18COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
1665	18/03/2019	03/18COMB	211	HOGGY, HUGH	OUTSTANDING	Direct Deposit
1666	18/03/2019	03/18COMB	218	MCDOWELL, DAVID	OUTSTANDING	Direct Deposit
1667	18/03/2019	03/18COMB	220	HAM, DAVID	OUTSTANDING	Direct Deposit
1668	18/03/2019	03/18COMB	221	MAGUIRE, ROBERT	OUTSTANDING	Direct Deposit
1669	18/03/2019	03/18COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
1670	18/03/2019	03/18COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit

Total : \$17,264.35



Date : 01/04/2019  
Time : 9:28:21 AM

The Township of Assiginack

Page: 1

Payment #	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0028694	01/04/2019	04/01COMB	116	COOPER, RONALD	OUTSTANDING	Cheque
0028695	01/04/2019	04/01COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0028696	01/04/2019	04/01COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0028697	01/04/2019	04/01COMB	133	BOND, FREDA	OUTSTANDING	Cheque
0028698	01/04/2019	04/01COMB	158	QUACKENBUSH, ASHLEY T	OUTSTANDING	Cheque
0028699	01/04/2019	04/01COMB	219	JONES, CHRISTIANNA	OUTSTANDING	Cheque
0028700	01/04/2019	04/01COMB	361	BOGLI, FRANCES	OUTSTANDING	Cheque
1671	01/04/2019	04/01COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
1672	01/04/2019	04/01COMB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
1673	01/04/2019	04/01COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
1674	01/04/2019	04/01COMB	155	BECK, WILLIAM	OUTSTANDING	Direct Deposit
1675	01/04/2019	04/01COMB	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit
1676	01/04/2019	04/01COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
1677	01/04/2019	04/01COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
1678	01/04/2019	04/01COMB	218	MCDOWELL, DAVID	OUTSTANDING	Direct Deposit
1679	01/04/2019	04/01COMB	220	HAM, DAVID	OUTSTANDING	Direct Deposit
1680	01/04/2019	04/01COMB	221	MAGUIRE, ROBERT	OUTSTANDING	Direct Deposit
1681	01/04/2019	04/01COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
1682	01/04/2019	04/01COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit

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Total : \$16,533.81

# Memo

**To:** Mayor and Council

**Date:** March 25, 2019

**Re:** Assignack Curling Club Charitable Tax Rebate Application

---

Further to the decision of council in January of 2012 to deem the Curling Club eligible for the 40% property tax charitable tax rebate, please find attached a copy of the Application for Rebate for the 2018 property taxes for the Curling Club.

I would request that council approve the application as applied for, for the taxation year 2018 in the amount of \$3,199.35 and that amount will then be applied as a credit to the tax account.

Thank you,



Deb MacDonald, Treasurer

MUNICIPALITY



OF ASSIGINACK

P.O. BOX 238 MANITOWANING, ON, P0P 1N0  
(705) 859-3196 or fax 859-3010

[www.Assiginack.ca](http://www.Assiginack.ca)

**APPLICATION FOR REBATE OF TAXES TO REGISTERED CHARITIES**

Request for Tax Rebate for the Taxation Year: 2018

Name of Organization: Assiginack Curling Club

Mailing Address, Telephone: 90 RRI, Site 1, Box 18

Manitowaning, ON

P0P 1N0

Contact Name and Telephone: Peter Bond

C.C.R.A. #: 124 591 611

Annual Taxes: \$ 7998.37

**CERTIFICATION:**

I certify that the above noted organization, of which I am an officer of, hereby applies for tax relief in accordance with Assiginack By-law # 06-27:

PETER BOND  
Name

PRESIDENT  
Title of Office

[Signature]  
Signature

25/03/19.  
Date

Council Resolution #: \_\_\_\_\_

## Registered Charity Tax Rebate Application

Assessment Roll Number (from landlord) - SI-11-000-005-054-000000

*Form must be received at the tax office by the last day of February of the year following the tax year to which the application relates.*

Calendar Year For Which Rebate Applies		<u>2018</u>
Name of Applicant Charity: <u>Assignach Curling Club</u>		
Contact Name <u>Peter Bond</u>	Contact Telephone	
Mailing Address	Postal Code	<u>POP IN 0</u>
Address For Which Rebate Applies <u>26 Clovis Valley</u>	Postal Code	<u>POP IN 0</u>
Length of Occupancy at Present Address <u>Since 1967</u>		
Canada Customs & Revenue Reg./Business No. <u>124 591 644</u>		
<i>(submit copy of Charter)</i>		

**From the Landlord: (submit a letter from the landlord that supports the total actual amount of property taxes paid for the application year)**

Landlord or Property Manager Name \_\_\_\_\_ Tel: \_\_\_\_\_  
(print)

Property Class for Property Occupied by Charity  
 Commercial  Industrial

Total Property Tax \$ 7998.37

Charity Property Tax Amount in above Property Class  
(receipt from owner/landlord of taxes paid) \$ 7998.37 (A)

Rebate Percentage 40% (B)


Rebate Entitlement (A) x (B) \$ 3199.35 (C)

Landlord or Property Manager Signature \_\_\_\_\_ Date \_\_\_\_\_

**Charity Declaration:**

I, the undersigned hereby certify that the information is true and complete to the best of my knowledge and belief and authorize the municipality to verify all information contained in this statement.

Name of Authorized Officer Peter Bond Title President  
(print)

Signature  Date 25/03/19

RTEP ✓

***"It is a serious offence to make a false statement"***

<b>For Office Use Only</b>		Roll No. _____
Verification of Commercial or Industrial	<input type="checkbox"/> yes <input type="checkbox"/> no	
Verification of Registered Charity Status	<input type="checkbox"/> yes <input type="checkbox"/> no	
Actual Taxes Paid	\$ _____	Date _____
Estimate of Rebate Entitlement	\$ _____	
First Instalment (50%)	\$ _____	
Final Instalment	\$ _____	
Balance Payable/ (Recoverable)	\$ _____	
Action Taken	_____	
By (print)	_____ date _____	



**Ontario Clean Water Agency  
Agence Ontarienne Des Eaux**

Espanola Hub  
148 Fleming St. Suite 5  
Espanola, ON P5E 1R8

Tel: 705 869 5578  
Fax: 705-869-4374  
www.ocwa.com

March 28, 2019

Alton Hobbs, Chief Administrative Officer  
The Corporation of the Township of Assiginack  
156 Arthur St. P.O. Box 238  
Manitowaning, Ontario  
POP 1N0

**Re: Manitowaning Lagoon 2018 Annual Report**

Dear Mr. Hobbs;

Attached is the 2018 Annual Report for the Manitowaning Lagoon. This report is completed based on the information we have in our records in accordance with the Certificate of Approval.

As per Section 10(6) of the C of A, a copy of the report has been submitted to the Ministry of the Environment for their records.

Sincerely,

A handwritten signature in black ink that reads "Sarah Beaulieu".

Sarah Beaulieu  
Process & Compliance Technician  
Ontario Clean Water Agency

NW

# *Manitowaning Lagoons*

RECEIVED

MAR 29 2019

## *Annual Operating Report*

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

*January 1, 2018 – December 31, 2018*

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



**Ontario Clean Water Agency**  
**Agence Ontarienne Des Eaux**



## **SECTION 1: INTRODUCTION**

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

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

## **SECTION 2: Description of Facility**

Capacity of Facility: 495 m<sup>3</sup>/d  
Service Area: Manitowaning  
Service Population:  
Effluent Receiver: Manitowaning Bay  
Major Process: Continuous Discharge Lagoons – 2 cells  
Facility Classification: Wastewater Treatment Class 1  
Collection Classification:

## **SECTION 3: Executive Summary**

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

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

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

The total effluent discharge from the lagoons for the year was 66,185m<sup>3</sup>.

The total raw sewage flow into the lagoons for the year was calculated to be 108,621m<sup>3</sup>.



## **SECTION 4: Process Data**

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

<b>Raw (Influent) Sampling</b>					
Parameter	Frequency	Method	Results		
			Min	Avg	Max
CBOD <sub>5</sub> (mg/L)	Monthly	Grab – External Analysis (Lab)	50	159.9	330
TSS (mg/L)	Monthly	Grab – External Analysis (Lab)	43	146	424
TP (mg/L)	Monthly	Grab – External Analysis (Lab)	0.26	2.41	6.20
Flow (m <sup>3</sup> /d)	Daily	Engineered Calculation – Weir Flow Meter	145	297.6	1,164

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

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

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

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



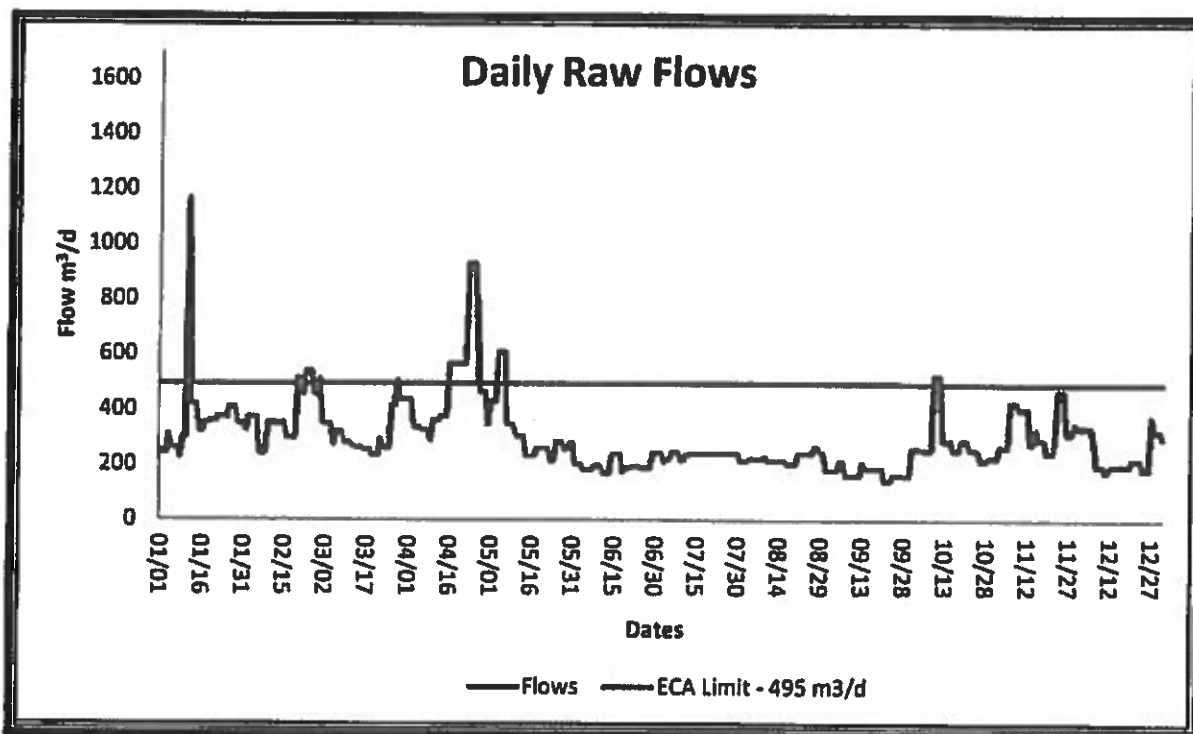


Treated (Effluent Discharge) Sampling											
Month	CBOD Avg mg/L	TSS Avg mg/L	TP Avg mg/L	pH			TAN	TKN	Nitrate	Nitrite	*E.coli
				Min	Avg	Max	Avg mg/L	Avg mg/L	Avg mg/L	Avg mg/L	Avg (CFU/100mL)
January	2	2	0.26	7.81	8.02	8.23	3.4	3.8	0.88	0.07	40
February	8	6	0.25	7.70	7.90	8.10	5.5	6.6	0.80	0.05	340
March	9	9	0.20	8.15	8.30	8.45	4.7	4.6	0.61	0.03	22
April	5	2	0.42	7.90	8.44	8.97	5	6	0.30	0.03	2
May	7	3	0.635	8.19	8.88	9.57	0.2	4.2	0.16	0.07	2
June	2	5	1.58	7.95	7.95	7.95	1.3	2.3	0.06	0.03	2
July	4	2	0.862	8.93	9.58	9.88	0.1	0.9	0.06	0.03	124
August											
September											
October	2	4	0.975	8.27	8.27	8.27	0.2	1.6	0.37	0.06	132
November	5	7	1.13	7.99	8.06	8.12	0.4	1.6	0.95	0.06	600
December	6	7	0.86	8.06	8.14	8.22	0.5	1.5	0.94	0.05	240
Max	9	9	2			9.88	5.5	6.6	0.95	0.07	600
Average	5	4.7	0.747		8.35		2.13	3.01	0.513	0.048	150.4
Min	2	2	0.13	7.70			0.1	0.9	0.06	0.03	2
ECA Limit	30	40	1.0								
ECA Objective	25	30	1.0	6.0 – 9.5 at all times							

\* E.coli average is calculated as a geometric mean

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

Flow Volumes				
Month	Total Volume (m <sup>3</sup> )	Avg Daily Flow (m <sup>3</sup> /d)	Peak Daily Flow (m <sup>3</sup> /d)	Effluent Volumes (m <sup>3</sup> )
January	11,313	364.94	1,164	7,162
February	10,727	383.11	538	7,383
March	9,758	314.77	505	7,127
April	14,625	487.50	931	11,617
May	10,030	323.55	611	8,602
June	6,012	200.40	246	1,644
July	7,389	238.35	249	184
August	7,034	226.90	266	0
September	5,296	176.53	217	0
October	8,780	283.23	523	4,997
November	10,038	334.60	470	9,978
December	7,619	245.77	375	7,491
<b>Total</b>	<b>108,621</b>			<b>66,185</b>
<b>Average</b>		<b>298.30</b>		
<b>Maximum</b>			<b>1,164</b>	



Year	Total Raw Sewage Flow $m^3/d$	Avg Day Sewage Flow $m^3/d$	Max Day Sewage Flow $m^3/d$	Avg Day % of rated capacity 495 $m^3/d$
2018	108,621	298.30	1,164	60%
2017	120,557	330.29	1,178	66.7%
2016	99,876	273	1,624	55%
2015	129,565	329	1,457	67%

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

The average raw daily sewage flows ( $298.3 m^3/d$ ) were approximately 60% of the rated capacity. The highest recorded peak flow occurred in January ( $1,164 m^3/d$ ) and was approximately 235% of the average rated capacity. The high flows are attributed to residents running their taps during cold weather, the spring freshet and infiltration.

The total raw sewage flow into the lagoons for the year was calculated to be  $108,621 m^3$ .

The calculated monthly average of total phosphorous for the month of June was  $1.58 mg/L$  and the calculated monthly average for the month of October was  $1.127 mg/L$ . For both months, the Operator (Larry Harasym) reported that the ferric injection line had come apart. This caused the chemical to settle to the bottom of the cell instead of being properly mixed.



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

In May and July, the pH objectives were not met in the effluent. At the time, the operator was using an older bench top pH analyzer which did not seem to be operating correctly. A new portable pH analyzer has been purchased and is yielding better results.

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

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

The total effluent discharge from the lagoons for the year was 66,185m<sup>3</sup>.

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

## **SECTION 5: Facility Upsets & Non Compliances**

There were two non-compliances reported to the MECP and related to the failed TP values in the effluent.

The calculated monthly average of total phosphorous for the month of June was 1.58 mg/L and the calculated monthly average for the month of October was 1.127 mg/L. For both months, the Operator (Larry Harasym) reported that the ferric injection line had come apart. This caused the chemical to settle to the bottom of the cell instead of being properly mixed.

On August 16<sup>th</sup>, the Operator notified the PCTs that he did not have any effluent flow since July 31<sup>st</sup>. This was due to the high temperatures and lack of rain experienced during the summer. Since there was ample space in the aeration cell, the Operator held the influent in the aeration cell to help prevent possible high total phosphorous results.

There were no other process issues or bypasses for the 2018 reporting period.

Copies of notification can be found in Appendix A.



## **SECTION 6: Maintenance**

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

<b>Work Order</b>	<b>Completion Date</b>	<b>Comment</b>
941436		Replaced six lagoon aerators
1052280	06-Dec-18	Installed two new auto-lubers on aerator pontoons

A V-Notch flow meter is used to measure effluent flows from the lagoon, this was calibrated April 30, 2018. Another flow meter is used to measure raw flows; the raw flow meter was calibrated April 30, 2018. Verification records are maintained on site and electronically on the OCWA Hub server.

## **SECTION 7: Complaints**

There were no community complaints for the 2018 reporting period.

## Alton Hobbs

---

**From:** Minister (MMAH) <minister.mah@ontario.ca>  
**Sent:** March 20, 2019 9:04 AM  
**To:** Mayor Ham  
**Subject:** A message from Minister Steve Clark

RECEIVED  
MAR 28 2019

Ministry of  
Municipal Affairs  
and Housing

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M5G 2E5  
Tel.: 416 585-7000  
Fax: 416 585-6470

Ministère des  
Affaires municipales  
et du Logement

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M5G 2E5  
Tél. : 416 585-7000  
Télééc. : 416 585-6470



March 20, 2019

Your Worship  
Mayor David Ham  
Township of Assiginack  
mayorham@assignack.ca

Dear Mayor Ham:

Our government for the people was elected to restore trust, transparency and accountability in Ontario's finances. As you know, the province has undertaken a line-by-line review of our own expenditures, and we have been clear that we expect our partners, including municipalities, to take steps to become more efficient as well.

Municipalities play a key role in delivering many provincial services that people across Ontario rely on. Taxpayers deserve modern, efficient service delivery that puts people at the centre and respects hard-earned dollars.

Transforming service delivery and identifying more modern, efficient ways of operating is critical and complex work. As Minister of Municipal Affairs and Housing, I recognize that many of Ontario's small and rural municipalities may have limited capacity to plan and manage transformation, depending on the resources they have available and how far they have moved on their own modernization agendas.

That is why we are providing a one-time payment in the 2018-19 fiscal year to support small and rural municipalities' efforts to become more efficient and reduce expenditure growth in the longer term.

To ensure that this investment is targeted to where it is needed most, municipal allocations are based on a formula, which takes into consideration the number of households in a municipality and whether it is urban or rural.

**While this investment is unconditional, it is intended to help modernize service delivery and reduce future costs through investments in projects such as: service delivery reviews, development of shared services agreements, and capital investments. Our government believes that municipalities are best positioned to understand the unique circumstances and determine where and how this money is best spent.**

I am pleased to share that Township of Assiginack receive a one-time payment of \$324,000 which will flow in this fiscal year.

Staff from our regional Municipal Services Offices will be in touch in the coming days for your acknowledgement of this letter and to discuss any questions that you might have. I encourage you to work with ministry staff as you begin to think about the best way to proceed for your community. The Municipal Services Offices can offer advice and point to examples that may be helpful as you contemplate local solutions. In the future, we would be interested to hear about your modernization success stories.

Thank you once again for your commitment to demonstrating value for money. I look forward to continuing to work together to help the people and businesses in communities across our province thrive.

Sincerely,

A handwritten signature in black ink that reads "Steve Clark". The signature is written in a cursive, flowing style.

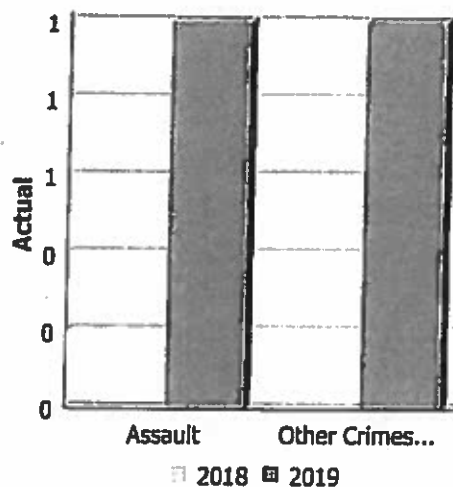
Steve Clark  
Minister of Municipal Affairs and Housing

**Police Services Board Report for Assiginack  
Records Management System  
January - 2019**

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MAR 20 2019

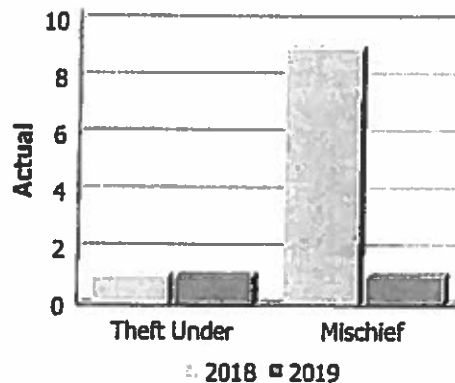
**Violent Crime**

Actual	January			Year to Date - January		
	2018	2019	% Change	2018	2019	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	0	0	--	0	0	--
Assault	0	1	--	0	1	--
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	0	1	--	0	1	--
<b>Total</b>	<b>0</b>	<b>2</b>	<b>--</b>	<b>0</b>	<b>2</b>	<b>--</b>



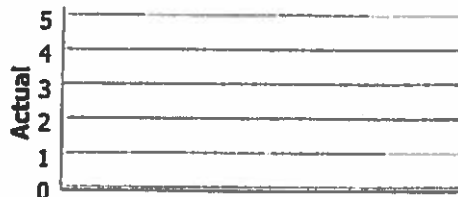
**Property Crime**

Actual	January			Year to Date - January		
	2018	2019	% Change	2018	2019	% Change
Arson	0	0	--	0	0	--
Break & Enter	0	0	--	0	0	--
Theft Over	0	0	--	0	0	--
Theft Under	1	1	0.0%	1	1	0.0%
Have Stolen Goods	0	0	--	0	0	--
Fraud	0	0	--	0	0	--
Mischief	9	1	-88.9%	9	1	-88.9%
<b>Total</b>	<b>10</b>	<b>2</b>	<b>-80.0%</b>	<b>10</b>	<b>2</b>	<b>-80.0%</b>



**Drug Crime**

Actual	January			Year to Date - January		
	2018	2019	% Change	2018	2019	% Change
Possession	0	0	--	0	0	--
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
<b>Total</b>	<b>0</b>	<b>0</b>	<b>--</b>	<b>0</b>	<b>0</b>	<b>--</b>



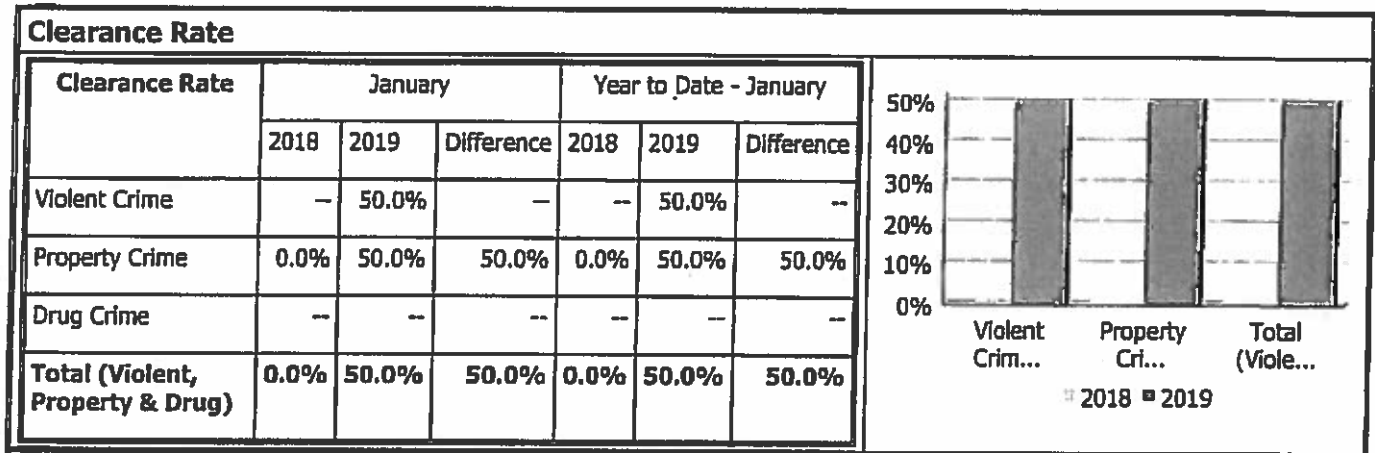
Detachment: 4H - MANITOULIN (Manitowaning)  
 Location code(s): 4H00 - MANITOULIN (Manitowaning)  
 Area code(s): 4040 - Assiginack  
 Data source date: 2019/03/02

Report Generated by:  
 Ferguson, Carol A.

Report Generated on:  
 Mar 8, 2019 11:47:31 AM  
 PP-CSC-Operational Planning-4300



**Police Services Board Report for Assiginack  
Records Management System  
January - 2019**



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

**Data Utilized**

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

**Detachment:** 4H - MANITOULIN (Manitowaning)  
**Location code(s):** 4H00 - MANITOULIN (Manitowaning)  
**Area code(s):** 4040 - Assiginack  
**Data source date:**  
 2019/03/02

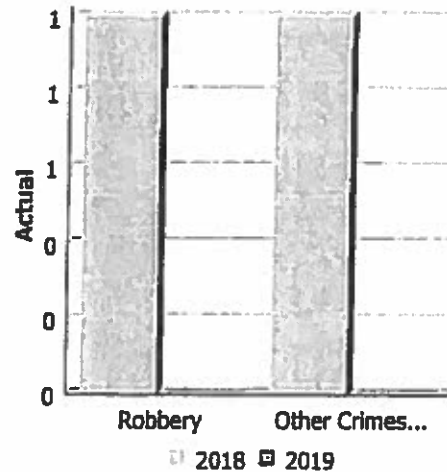
**Report Generated by:**  
 Ferguson, Carol A.

**Report Generated on:**  
 Mar 8, 2019 11:47:31 AM  
 PP-CSC-Operational Planning-4300

**Police Services Board Report for Assignack  
Records Management System  
February - 2019**

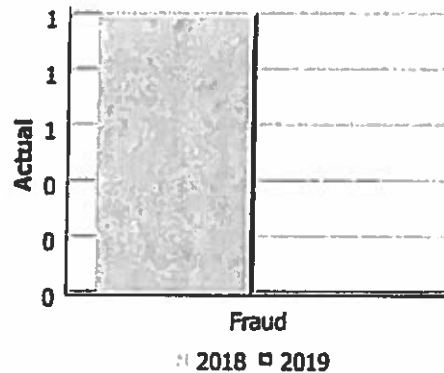
**Violent Crime**

Actual	February			Year to Date - February		
	2018	2019	% Change	2018	2019	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	0	0	--	0	0	--
Assault	0	0	--	0	1	--
Abduction	0	0	--	0	0	--
Robbery	1	0	-100.0%	1	0	-100.0%
Other Crimes Against a Person	1	0	-100.0%	1	1	0.0%
<b>Total</b>	<b>2</b>	<b>0</b>	<b>-100.0%</b>	<b>2</b>	<b>2</b>	<b>0.0%</b>



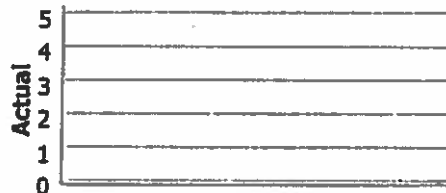
**Property Crime**

Actual	February			Year to Date - February		
	2018	2019	% Change	2018	2019	% Change
Arson	0	0	--	0	0	--
Break & Enter	0	0	--	0	0	--
Theft Over	0	0	--	0	0	--
Theft Under	0	0	--	1	1	0.0%
Have Stolen Goods	0	0	--	0	0	--
Fraud	1	0	-100.0%	1	0	-100.0%
Mischief	0	0	--	9	1	-88.9%
<b>Total</b>	<b>1</b>	<b>0</b>	<b>-100.0%</b>	<b>11</b>	<b>2</b>	<b>-81.8%</b>



**Drug Crime**

Actual	February			Year to Date - February		
	2018	2019	% Change	2018	2019	% Change
Possession	0	0	--	0	0	--
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
<b>Total</b>	<b>0</b>	<b>0</b>	<b>--</b>	<b>0</b>	<b>0</b>	<b>--</b>

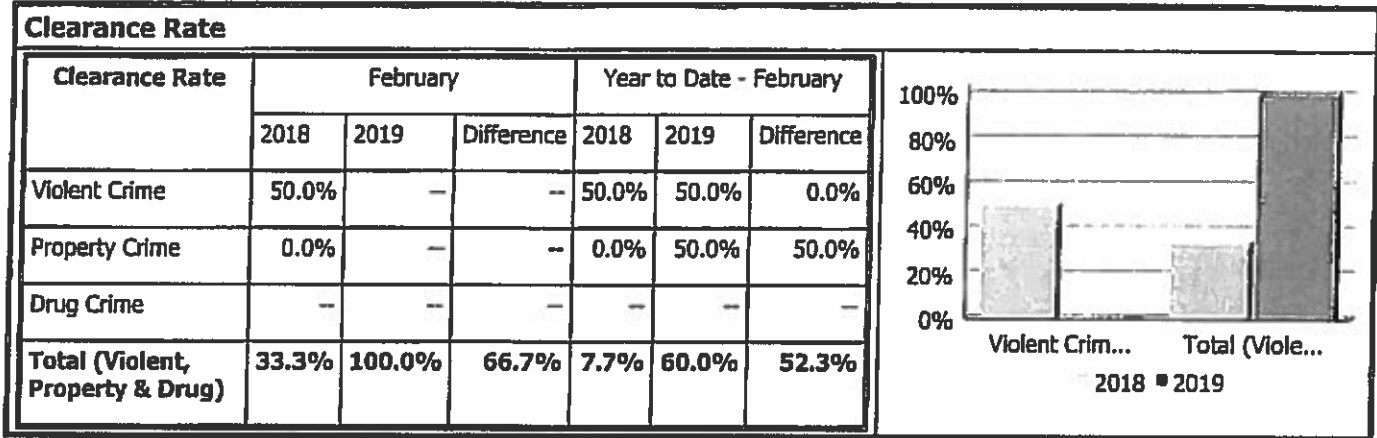


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Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

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 2019/03/02

**Report Generated by:**  
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**The Office of the Fire Marshal and Emergency Management (OFMEM)**

**PRESENTS:**

***Essentials of Municipal Fire Protection A Decision Makers' Guide***

*The following seminars to date have been scheduled, to register please contact:*

<p><b>Tuesday, March 26/19</b>  <b>Warwick</b>          Fire Chief Goodhill          519-490-4256  <a href="mailto:warwickfire@warwicktownship.ca">warwickfire@warwicktownship.ca</a></p>	<p><b>Wednesday, March 27/19</b>  <b>Kingsville</b>          Fire Chief Parsons          519-733-2314 Ext. 524  <a href="mailto:cparsons@kingsville.ca">cparsons@kingsville.ca</a></p>	<p><b>Thursday, March 28/19</b>  <b>Central Elgin</b>          Fire Chief McDonough          519-631-4860 Ext. 249  <a href="mailto:cmcdonough@centralelgin.org">cmcdonough@centralelgin.org</a></p>
<p><b>Tuesday, April 2/19</b>  <b>South River</b>          Fire Chief Maki          705-386-0066  <a href="mailto:rmaki@srmfd.com">rmaki@srmfd.com</a></p>	<p><b>Wednesday, April 3/19</b>  <b>Wasaga Beach</b>          Fire Chief McWilliam          705-429-5281  <a href="mailto:firechief@wasagabeach.com">firechief@wasagabeach.com</a></p>	<p><b>Tuesday, April 9/19</b>  <b>Espanola</b>          Fire Chief Pichor          705-869-3888 Ext. 1  <a href="mailto:mpichor@espanola.ca">mpichor@espanola.ca</a></p>
<p><b>Wednesday, April 10/19</b>  <b>The North Shore</b>          Fire Chief Simon          705-849-2213 Ext. 21  <a href="mailto:maltSimon@townshipofthenorthshore.ca">maltSimon@townshipofthenorthshore.ca</a></p>	<p><b>Thursday, April 11/19</b>  <b>Wawa</b>          Suzanne Lord          705-856-2244 Ext. 221  <a href="mailto:slord@wawa.cc">slord@wawa.cc</a></p>	<p><b>Tuesday, April 16/19</b>  <b>Chatsworth</b>          Fire Chief Givens          519-794-3188  <a href="mailto:chaltvid@holmail.com">chaltvid@holmail.com</a></p>
<p><b>Wednesday, April 17/19</b>  <b>Perth East</b>          Fire Chief Hunter          519-595-2800 Ext. 226  <a href="mailto:bhunter@pertheast.ca">bhunter@pertheast.ca</a></p>	<p><b>Tuesday, April 23/19</b>  <b>Pembroke</b>          Fire Chief Herback          613-735-6821 Ext. 1201  <a href="mailto:dherback@pembroke.ca">dherback@pembroke.ca</a></p>	<p><b>Friday, April 26/19</b>  <b>Gravenhurst</b>          Fire Chief Brassard          705-687-3414 Ext. 238  <a href="mailto:larry.brassard@gravenhurst.ca">larry.brassard@gravenhurst.ca</a></p>
<p><b>Tuesday, May 7/19</b>  <b>Municipality of Trent Lakes</b>          Fire Chief Mitchell          705-738-3800 Ext. 222  <a href="mailto:dmitchell@trentlakes.ca">dmitchell@trentlakes.ca</a></p>	<p><b>Thursday, May 9/19</b>  <b>Clarington</b>          Deputy Fire Chief Calhoun          905-623-5126 Ext. 2803  <a href="mailto:lcalhoun@clarington.net">lcalhoun@clarington.net</a></p>	<p><b>Saturday, May 11/19</b>  <b>Augusta</b>          Fire Chief Bowman          613-348-3455 Ext. 201  <a href="mailto:rbowman@augustafire.ca">rbowman@augustafire.ca</a></p>
<p><b>Wednesday, May 15/19</b>  <b>Fort Erie</b>          Fire Chief Melanson          905-871-1600 Ext. 2600  <a href="mailto:smelanson@forterie.ca">smelanson@forterie.ca</a></p>	<p><b>Friday, May 31/19</b>  <b>South Huron</b>          Rebekah Msuya-Collison          519-235-0310 Ext. 227  <a href="mailto:clerk@southhuron.ca">clerk@southhuron.ca</a></p>	<p><b>Thursday, June 13/19</b>  <b>Vaughan</b>          Lina Greco-Fantin          905-832-8585 Ext. 6323  <a href="mailto:lina.greco-fantin@vaughan.ca">lina.greco-fantin@vaughan.ca</a></p>

**WHO** should attend this one day seminar?

- Senior Municipal Leaders (members of council, CAO's, clerks, directors, commissioners)
- Fire Chiefs appointed for the fire departments in their municipalities

- Deputy Fire Chiefs appointed for the fire departments in their municipalities

## **WHY** should you attend?

The *Essentials of Municipal Fire Protection - A Decision Makers' Guide Seminar* is a collaborative project of OFM staff representatives and a broad group of municipal and fire service stakeholders.

This seminar incorporates key information that decision-makers have expressed a need to know: what must they do, what service delivery options they have, how to determine which services to provide in their municipalities, and what tools are available to them. The one-day seminar uses a combination of guidebook, PowerPoint programs and interactive case studies to deliver key messages.

This guidebook is a reference and companion document to the Essentials Seminar which incorporates key information for municipal decision makers to generally understand municipal responsibilities under the Fire Protection and Prevention Act, the Ontario Fire Code.

## **WHAT** will you learn?

This one-day seminar will provide you with an overall understanding of: the structure of the OFMEM, the principals behind promoting public safety and safer communities, elements of the *Fire Protection and Prevention Act, 1997*, various municipal requirements and responsibilities, enforcement of offences under the FPPA, determining municipal fire protection service delivery considerations, FPPA regulations, Provincial programs and resources for fire - with multiple references to legislation, regulations and standards.

For more information, please contact our OFMEM Advice and Assistance Unit toll free number at **1-844-638-9560** and a unit member will assist you.

If you wish to have a response in writing please send your email to [OFMEM-FAS-AA@ontario.ca](mailto:OFMEM-FAS-AA@ontario.ca).

**LIBRARIAN'S REPORT 2018**

The Library's wireless access for the public is an important service feature. It remains an important communication tool, for visitors as well as local residents.

The Library gives our patrons access to E-Books through the OverDrive system and it is very popular. Inter-library Loan gives our Library patrons access to virtually millions of books from across the province.

The "Our Door to Yours Library Home Service," is in place to assist patrons who have difficulty getting to the Library. I would like to thank our many patrons for using the Library so faithfully. We also sincerely appreciate your generous donations of material to the Library collection.

Thank you to the Municipal Council, Municipal Office Staff, the Library Board Members and the Friends of the Library for all of their ongoing work, support, commitment and dedication to this Library and its service.

It has been a pleasure working with you all! We are looking forward to meeting your needs in 2019! Our Library celebrates it's '80th' birthday this year. Come visit us soon and check it out your Library space!

Debbie Robinson  
CEO/Librarian  
Assiginack Public Library  
January 2019

**ANNUAL REPORT 2018**

**ASSIGINACK PUBLIC LIBRARY**

25 A Spragge Street, Manitowaning,  
Manitoulin Island, Ontario, P0P 1N0.  
Box 280 Manitowaning,  
Manitoulin Island, Ontario, P0P 1N0.  
(705) 859-2110

[aplgoodtomes@email.com](mailto:aplgoodtomes@email.com)

**Board Members**

Christianna Jones – Member / Council Rep  
Les Fields – Member / Secretary  
Jane Tilston – Member / Vice Chair  
Heather Pennie – Member  
Irma Lenz – Member / Chair  
Lori Case – Member  
Staff

Debbie Robinson – CEO/Librarian  
Ashley Quackenbush – Relief Staff  
Chrystal Quackenbush – Relief Staff  
Joan Wood – Relief Staff  
Frances Boegli – Relief Staff  
Natalie Parrington – Relief Staff  
Friends of the Library  
Jackie Bryant – Chair

**Library Hours of Operation**

Tuesday – 11:00 a.m. to 4:30 p.m. & 7-9 p.m.  
Thursday – 11:00 a.m. To 4:30 p.m.  
Saturday – 10:00 a.m. to 4:00 p.m.  
(extended hours for months of July & August)

Assignment Public Library On-Going Goals

- 1)...to comply with current Public Library Act
- 2)...to stand as an educational, cultural, informational and recreational facility for the whole community
- 3)...to maintain a collection of various types of materials, formats and services
- 4)...to maintain an accurate and accessible service facility, meeting/maker space and collection
- 5)...to ensure staff quality through workshops and evaluation
- 6)...to be a viable, vital and visible part and basic element of the community and the island-wide resource network

Statistics Summary 2018

Population.....	1014
Circulation of Print Materials (books& magazines).....	8102
Circulation of Audio-Visuals (DVD,CD,Playback,Y).....	1790
Program Attendance.....	523
Total Membership.....	724
Materials Purchased and Donated in 2018.....	503
Periodical Subscriptions.....	14
Inter-library Loans.....	209
Internet/Computer Usage.....	1532
OverDrive (e-books consortium circulation).....	1104
Total Print Materials in Library.....	12119
Total Audio-Visual Materials in Library.....	1125

Library Collection and Services

- 1)...Non-fiction Titles and Fiction Titles for Adults, Teens and Children
- 2)...Reference Books, Encyclopedias, Atlases, Dictionaries
- 3)...Periodicals, Local Paper, Large Print Books, Playaway Talking Books, DVDs, CDs, CNIB Daisy Reader
- 4)...Free Internet Access, Word Processing and Printing, Free Wireless Internet Access for Personal Devices, Children's Early Learning Literacy Station, Overdrive E-Books Access, Our Door to Yours Home Service, Inter-library Loans, Public Library Week Events, Escape Rooms, Santa Photo Visits, Annual Easter Egg Hunt, Meeting / Makerspace

Assignment Public Library

Financial Statement 2018

Revenues

Bank Bal. Dec. 31/17.....	6541.00
Municipal Levy.....	41685.00
Provincial Grant.....	3483.00
Student Grant.....	1680.00
Transfers.....	1000.00
Special Grants.....	3557.00
Fees / Donations / Coffee / Printing.....	105.00
Rebates / Reimburse.....	175.00
Friends of the Library.....	300.00
Bank Interest.....	221.00
Pay Equity.....	0
<b>TOTAL.....</b>	<b>58747.00</b>

Expenditures

Accounts Payable from 2017.....	0
Books.....	1372.00
Wages.....	34092.00
Salary Deductions.....	2148.00
Health Tax.....	664.00
WSIB.....	112.00
Rent.....	1200.00
Insurance.....	168.00
Periodicals.....	315.00
Audio/Visual.....	573.00
Telephone & Internet Line.....	863.00
Office Supplies/Housekeeping.....	316.00
Furniture / Mach.&Computer Maint.....	4000.00
Memberships/Conferences/Registrations.....	1237.00
OverDrive (e-books consortium fee).....	817.00
IT Support Tech Assist.....	3614.00
Misc. / Mem. Computer Fund.....	2287.00
Automation Costs.....	120.00
Accounting Assisl.....	100.00
Bank Charge/Brd. Acct. Maint. Fees.....	13.00
<b>TOTAL.....</b>	<b>54011.00</b>

## Alton Hobbs

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**From:** Ted Smider <TSmider@ocwa.com>  
**Sent:** March 29, 2019 4:27 PM  
**To:** Ted Smider  
**Cc:** Keith Stringer  
**Subject:** Walkerton Standard of Care Session

**Importance:** High

Good Afternoon,

Once again OCWA is pleased to be hosting the Walkerton Clean Water Centre's Standard of Care session. As outlined below the session will be held on Thursday April 25 at 9:00 a.m. at the Royal Canadian Legion in Little Current.

I would ask if you could please RSVP to me by April 10<sup>th</sup> with the names and titles of those participating, that would greatly appreciated.

## OCWA is pleased to host a Standard of Care training session delivered by the Walkerton Clean Water Centre

### Be informed about your responsibilities under the *Safe Drinking Water Act*

The Standard of Care course is designed to inform municipal councillors and officials of their oversight responsibilities under Section 19 of the Safe Drinking Water Act, which came into effect on December 31, 2012. Severe penalties are possible for municipal officials who fail to act in good faith and do not exercise honesty, competence and integrity to ensure the protection and safety of the users of municipal drinking water systems.

#### Who is this course for?

This course is designed for mayors, councillors and municipal officials with oversight responsibility for drinking water treatment and/or distribution systems.

#### Course description:

- Several examples of waterborne disease outbreaks are examined that highlight the importance of competent oversight.
- General information about drinking water systems, the multi barrier approach to treatment and some of the risks associated with drinking water production and distribution.
- Information about additional specialized training that's available.

#### Details:

**DATE TIME:** Thursday April 25, 2019 at 9:00 a.m.  
**LOCATION:** Royal Canadian Legion  
**STREET ADDRESS:** 15 Vankoughnet St., Little Current, ON P0P 1K0  
**RSVP by April 10, 2019 to Ted Smider at [tsmider@ocwa.com](mailto:tsmider@ocwa.com)**



Thank you

Ted Smider  
Business Development Manager | Ontario Clean Water Agency



Cell: 705.690.4373 | Office: 705.523.0528 | Fax: 705.523.0978

[www.ocwa.com](http://www.ocwa.com)

Please [sign up](#) to receive OCWA's quarterly e-newsletter or other updates right to your inbox.



**ONTARIO CLEAN WATER AGENCY**  
**AGENCE ONTARIENNE DES EAUX**

Please consider the environment before printing this email

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**THE CORPORATION OF THE TOWNSHIP OF ASSIGNACK**

**BY-LAW # 19-06**

**BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF ASSIGNACK  
TO AUTHORIZE AN AGREEMENT WITH THE S.S. NORISLE STEAMSHIP SOCIETY.**

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

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

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

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

1. THAT the Mayor and CAO are hereby authorized to sign the attached agreement with the S.S. Norisle Steamship Society.
2. THAT the agreement be attached to and form part of this by-law as Schedule A.
3. THAT this by-law shall come into force and take effect upon the third and final reading.

Read a first, second and third time and finally passed this 10<sup>th</sup> day of April, 2019.

\_\_\_\_\_  
Mayor: Dave Ham

\_\_\_\_\_  
Deputy Clerk: Alton Hobbs

seal

**S.S. NORISLE REFIT/RESTORATION PROJECT  
AGREEMENT**

THIS Agreement effective as of the \_\_\_\_ day of \_\_\_\_\_, 2019 (the Effective date)

**BETWEEN**

**The Corporation of the Township of Assiginack  
115 Arthur Street, Manitowaning, Ontario POP 1N0  
(Assiginack)**

**AND**

**S.S. NORISLE STEAMSHIP SOCIETY  
P.O. Box 98, Manitowaning, ON POP 1N0  
(Society)**

**RECITALS**

- a) The Township is the legal owner of the S.S. Norisle, moored at a municipal property adjacent to the Manitoulin Roller Mills and Burns Wharf Theatre on Manitowaning Bay.
- b) The Township has no plans for the use or development of the S.S. Norisle and sees the need for its eventual removal.
- c) The Society has a project initiative to repurpose and refit the S.S. Norisle and establish the S.S. Norisle as a Northern Ontario and Great Lakes Steam Heritage Cruise Ship.
- d) The Township agrees to a partnership in support of support the Society's efforts as follows:

**RESPONSIBILITIES**

**TOWNSHIP:**

- a) The Township will provide at its current mooring, safe secure dockage and utility services including water, electricity, garbage and refuse removal, snow removal to the gangway, seasonally available washrooms and emergency services.
- b) The Township will provide the manpower and resources of its Public Works Department to assist in static dockside maintenance as requested by the Society.
- c) The Township will continue to provide General Liability insurance in place for the S.S. Norisle and will continue to consider the Society as community volunteers for the purpose of extending all existing coverages to include their work on the S.S. Norisle.

- d) The Township will issue charitable tax receipts on behalf of the Society for monetary, in-kind and material donations to the Society used on and for the S.S. Norisle Refit/Restoration Project.
- e) The Township will provide administrative support to the Society.
- f) The Township will apply for financial aid, grants, donations, gifts or other support for the Society as authorized by Council resolution.

**SOCIETY:**

- a) The attainment of repurposing funds and resources will be the sole responsibility of the Society.
- b) The Society shall be responsible for scheduling, coordinating and overseeing all efforts to repurpose the S.S. Norisle.
- c) The Society will present an annual progress report by way of delegation to Council on at least an annual basis.

**TERM AND TERMINATION**

- a) This Agreement will end on the third anniversary of its signing. Unless notice is provided by either party, this Agreement will renew for a further three year term automatically.
- b) Should either party wish to terminate this agreement, written notice will be issued nine months prior to the termination date.
- c) The Township will transfer ownership of the S.S. Norisle to the Society for the sum of \$ 2.00 within six months of the S.S. Norisle entering a refit drydock or earlier as requested by the Society.
- d) Should the Township terminate this Agreement in accordance with subsection b) above, it will ensure that any residual funds raised by or on behalf of the Society are transferred to it.

Signed at Manitowaning, Ontario on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Corporation of the Township of Assiginack:

\_\_\_\_\_  
Mayor

\_\_\_\_\_

**C.A.O.**

**S.S. Norisle Steamship Society:**

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**President/Chair**

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**Vice President/Vice Chair**