

MUNICIPALITY



OF ASSIGINACK

**REGULAR MEETING OF COUNCIL
To Be Held in the Council Chambers
Tuesday, September 16, 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 Meetings of September 3rd, 2019
- b) Minutes of Manitoulin East Municipal Airport Commission Meeting of September 9th, 2019

4. DELEGATIONS

None

5. REPORTS

- a) Treasurer's Year To Date Statement as at August 31, 2019
- b) MOEC&P: Sunsite Drinking Water System Inspection Report

6. ACTION REQUIRED ITEMS

- a) Declare 70 Queen Street Surplus
- b) Request for Reconsideration: Birch Street/Leask Bay Property Access
- c) Update Terms of Reference: Waterfront Study

7. INFORMATION ITEMS

- a) Town of Wasaga Beach: Municipal Amalgamation
- b) Ministry of Municipal Affairs: More Homes, More Choices Act

- c) Township of Larder Lake: Electronic Delegation Request
- d) Public Health Sudbury & Districts: Parity of Esteem
- e) Canadian Malnutrition Task Force: Canadian Malnutrition Awareness Week

8. BY-LAWS

None

9. CLOSED SESSION

None

10.ADJOURNMENT

**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 3, 2019 at 7:00 p.m.

Present: Mayor Dave Ham
Councillor Hugh Moggy
Councillor Dave McDowell
Councillor Rob Maguire
Councillor Christianna Jones

Staff: Alton Hobbs, CAO, Deputy Clerk
Freda Bond, Tax Utilities Manager
Ron Cooper, Public Works Superintendent
Jackie White, PEC

Public: Mathieu Page

OPENING:

#209-16-19 D. McDowell – H. Moggy

THAT the Regular Meeting of the Council of the Corporation of the Township of Assiginack be opened for business with a quorum of members present at 7:00 p.m., with Mayor Ham presiding in the Chair.

CARRIED

AGENDA:

#210-16-19 H. Moggy – D. McDowell

THAT the agenda for this meeting be accepted as presented.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST:

None

ANNOUNCEMENTS:

None

ADOPTION OF MINUTES:

#211-16-19 D. McDowell – H. Moggy

THAT the Minutes of the Regular Council Meeting of August 6, 2019 and the Minutes of the Special Council Meeting of August 13, 2019 be accepted.

CARRIED

#212-16-19 H. Moggy – D. McDowell

THAT the Minutes of the Manitoulin East Municipal Airport Commission Meeting of August 12, 2019 be received.

CARRIED

DELEGATIONS:

None

REPORTS:

#213-16-19 H. Moggy – D. McDowell

THAT we accept the Treasurer's Monthly Report as at July 31, 2019.

CARRIED

ACTION REQUIRED ITEMS:

#214-16-19 D. McDowell – H. Moggy

THAT Council authorizes the following Accounts for Payment:

General: \$270,639.13

AND THAT the Mayor and administration be authorized to complete cheques #29083 through #29113, #29123 through #29143 and #29153 through #29185 as described in the attached cheque register report.

CARRIED

#215-16-19 H. Moggy – D. McDowell

THAT Council authorizes the following Accounts for Payment:

Payroll: \$78,036.91

AND THAT the Mayor and administration be authorized to complete cheques #29073 through #29082, #29114 through #29122 and # 29144 through #29152 as described in the attached cheque register report.

CARRIED

#216-16-19 C. Jones – R. Maguire

THAT we petition the Government of Ontario to rescind the current cuts to Legal Aid Ontario and ask that they restore full funding to this organization immediately;

AND THAT we circulate this request to all members of FONOM for their support.

CARRIED

#217-16-19 R. Maguire – C. Jones

THAT we authorize the purchase of a used People Mover for a cost not to exceed \$ 5,500.00, to be funded from the current year's capital budget.

TABLED

#218-16-19 C. Jones – R. Maguire

THAT we amend our Procedural By-law to reflect a 5:00 pm meeting time for the months of November through April, inclusive.

CARRIED

INFORMATION ITEMS:

#219-16-19 C. Jones – R. Maguire

THAT we acknowledge receipt of the following correspondence items:

- a) Minister of Finance: Cannabis Legislation Update
- b) VCT: July Solar Production Statistics
- c) DSAB: CSWP Presentation

CARRIED

#220-16-19 C. Jones - R. Maguire

THAT we inform the MMA and DSAB that we are in favour of the DSAB co-ordinating a district wide SCWP.

CARRIED

BY-LAWS:

#221-16-19 C. Jones – R. Maguire

THAT By-law # 19-13, being a by-law to establish a Child Protection Standards Procedure Policy be given first, second and third readings and enacted in Open Council.

CARRIED

#222-16-19 R. Maguire – C. Jones

THAT By-law # 19-14, being a by-law to amend the Property Standards By-law regarding vacant lots be given first, second and third readings and enacted in Open Council.

CARRIED

CLOSED SESSION:

#223-16-19 R. Maguire – C. Jones

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 7:20 pm in order to attend to a matter pertaining to:

- a) The Security of the Property of the Municipality or Local Board
- b) Personal Matters about an Identifiable Individual, including municipal or local board employees.

CARRIED

#224-16-19 C. Jones – R. Maguire

THAT we adjourn from our closed session at 8:10 pm, accept the Minutes of the Closed Session of August 6, 2019 and resume our Regular Meeting.

CARRIED

CLOSING:

#225-16-19 R. Maguire – C. Jones

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

CARRIED

Next meeting will be Monday September 16, 2019 at 7 pm.

David Ham, MAYOR

Alton Hobbs, CAO/DEPUTY CLERK

8:20 p.m.

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

RECEIVED
SEP 10 2019

2 of 2

Manitoulin East Municipal Airport Commission Inc.
Commission Meeting Minutes
September 9, 2019

Present: D. Ham, R Maguire, G. Dobbs, B. Koehler, J. Ferguson, B. Wood,
D. Williamson.

Meeting called to order by D. Ham
Declaration of pecuniary interest- nil

Motion 2019 09 44

Moved by B. Wood

Second by J. Ferguson

Resolved that the Commission approves the agenda for the meeting of September 9,
2019

Carried

Motion 2019 09 45

Moved by B. Koehler

Second by R. Maguire

Resolved that the Commission approves the minutes of the meeting of August 12,
2019

Carried.

Motion 2019 09 46

Moved by B. Wood

Second by J. Ferguson

Resolved that the Commission accept the managers' report August 2019.

Carried

Motion 2019 09 47

Moved by J. Ferguson

Second by R. Maguire

Resolved that the Commission accept the treasurers' report for August 2019.

Carried

Motion 2019 09 48

Moved by B. Koehler

Second by J. Ferguson

Resolved that the Commission meeting of September 9 now adjourn at 7:25 PM

Carried

Memo

To: Mayor and Council

Date: August 2, 2019

Re: Financial Statements for the year to date as at August 31, 2019

Please find attached the year to date Financial Statements for the year to date as at August 31, 2019.

If anyone has any questions, please feel free to come and see me.

Thank you,

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

Deb MacDonald, Treasurer



The Township of Assiginack
CORPORATE SUMMARY
For the Eight Months Ending August 31, 2019

	August	YTD	2019 Budget	% of Budget
Expenditures				
General Government	\$58,350.48	\$546,888.33	\$852,562.11	64%
School Board Levy	3,491.32	172,548.49	350,946.00	49%
Protection Services	30,855.69	188,173.02	422,797.00	45%
Transportation Services	78,452.06	478,180.22	984,303.00	49%
Environmental Services	36,628.09	357,650.27	541,074.00	66%
Health Services	42,142.09	188,015.38	254,787.00	74%
Social and Family Services	32,404.73	132,834.80	176,247.56	75%
Recreation and Cultural Service	20,387.80	143,542.56	216,105.00	66%
Planning & Development	2,050.73	29,822.36	40,420.00	74%
Capital out of Current	12,712.39	750,097.67	1,394,778.05	54%
Expenditures Total	317,475.38	2,987,753.10	5,234,019.72	57%
Revenues				
General Government	14,170.29	220,575.95	222,786.21	99%
General Revenue		3,242,880.33	3,436,805.66	94%
School Board Levy		333,485.01	350,946.00	95%
Protection Services	8,801.00	30,314.46	23,550.00	129%
Transportation Services	4,884.97	11,347.68	11,710.00	97%
Environmental Services	45,662.74	343,720.82	535,473.85	64%
Social and Family Services		2,500.00	6,248.00	40%
Recreation and Cultural Service	199.12	17,448.66	23,050.00	76%
Planning & Development	301.53	1,184.82		0%
Capital out of Current		463,731.90	623,450.00	74%
Revenues Total	74,019.65	4,667,189.63	5,234,019.72	89%
Net Levy				
General Government	44,180.19	326,312.38	629,775.90	52%
General Revenue		(3,242,880.33)	(3,436,805.66)	94%
School Board Levy	3,491.32	(160,936.52)		0%
Protection Services	22,054.69	157,858.56	399,247.00	40%
Transportation Services	73,567.09	466,832.54	972,593.00	48%
Environmental Services	(9,034.65)	13,929.45	5,600.15	249%
Health Services	42,142.09	188,015.38	254,787.00	74%
Social and Family Services	32,404.73	130,334.80	169,999.56	77%
Recreation and Cultural Service	20,188.68	126,093.90	193,055.00	65%
Planning & Development	1,749.20	28,637.54	40,420.00	71%
Capital out of Current	12,712.39	286,365.77	771,328.05	37%
Corporate Net Levy	243,455.73	(1,679,436.53)		0%



The Township of Assiginack
GENERAL GOVERNMENT SUMMARY
For the Eight Months Ending August 31, 2019

	August	YTD	2019 Budget	% of Budget
Expenditures				
Mayor & Council	\$3,112.89	\$48,307.03	\$58,450.00	83%
Administrator's Office	26,403.47	200,508.22	344,957.00	58%
Clerk's Office	8,686.47	175,119.11	243,455.11	72%
Project and Events Co-ordinator Programs	4,055.44	23,267.81	44,000.00	53%
General Admin - Elections			2,000.00	0%
Post Office Building	2,320.21	22,214.75	43,400.00	51%
Library Building	3,008.38	18,879.83	37,050.00	51%
Administration Building	2,922.96	16,815.49	26,750.00	63%
Treasury - Unallocated	2,076.14	24,962.56	32,500.00	77%
Taxation	5,764.52	16,813.53	20,000.00	84%
Total General Government Expenditures	58,350.48	546,888.33	852,562.11	64%
Revenues				
Clerk's Office	1,901.12	13,577.86	7,500.00	181%
Project and Events Co-ordinator Programs	3,063.80	15,212.05	19,800.00	77%
Post Office Building	3,261.64	26,024.87	39,025.00	67%
Library Building	1,014.93	9,203.52	15,000.00	61%
Treasury - Unallocated	4,928.80	156,557.65	142,961.21	110%
Total General Government Revenue	14,170.29	220,575.95	224,286.21	98%
Net Levy				
Mayor & Council	3,112.89	48,307.03	58,450.00	83%
Administrator's Office	26,403.47	200,508.22	344,957.00	58%
Clerk's Office	6,785.35	161,541.25	235,955.11	68%
Project and Events Co-ordinator Programs	991.64	8,055.76	24,200.00	33%
General Admin - Elections			2,000.00	0%
Post Office Building	(941.43)	(3,810.12)	4,375.00	(87%)
Library Building	1,993.45	9,676.31	22,050.00	44%
Administration Building	2,922.96	16,815.49	26,750.00	63%
Treasury - Unallocated	(2,852.66)	(131,595.09)	(110,461.21)	119%
Taxation	5,764.52	16,813.53	20,000.00	84%
General Government Net Levy	44,180.19	326,312.38	628,275.90	52%



The Township of Assiginack
GENERAL REVENUE
For the Eight Months Ending August 31, 2019

	August	YTD	2019 Budget	% of Budget
Revenues				
Municipal Tax Levy		\$2,702,738.04	\$2,738,205.66	99%
Payments In Lieu of Taxes		16,283.29		0%
Ontario Community Reinvestment Fund		523,859.00	697,100.00	75%
Total Revenue		3,242,880.33	3,435,305.66	94%
Net Levy				
Municipal Tax Levy		2,702,738.04	2,738,205.66	99%
Payments in Lieu of Taxes		16,283.29		0%
Ontario Community Reinvestment Fund		523,859.00	697,100.00	75%
General Revenue Net Levy		3,242,880.33	3,435,305.66	94%



The Township of Assiginack
SCHOOL BOARD SUMMARY
For the Eight Months Ending August 31, 2019

	August	YTD	2019 Budget	% of Budget
Expenditures				
English Language Public School	\$262.62	\$169,319.79	\$350,946.00	48%
French Language Public School	3,228.70	3,228.70		0%
Total School Board Expenditures	3,491.32	172,548.49	350,946.00	49%
Revenues				
English Language Public School		330,256.31	350,946.00	94%
French Language Public School		3,228.70		0%
Total School Board Revenue		333,485.01	350,946.00	95%
Net Levy				
English Language Public School	262.62	(160,936.52)		0%
French Language Public School	3,228.70			0%
School Board Net Levy	3,491.32	(160,936.52)		0%



The Township of Assiginack
PROTECTION SERVICES SUMMARY
For the Eight Months Ending August 31, 2019

	August	YTD	2019 Budget	% of Budget
Expenditures				
Fire Department	\$4,880.86	\$19,347.32	\$99,550.00	19%
Police Services	22,754.00	134,962.21	273,042.00	49%
9-1-1	152.64	152.64	1,000.00	15%
Protective Inspection & Control		4,378.23	6,100.00	72%
Canine Control	1,122.00	7,854.00	13,700.00	57%
Building Department	1,946.19	21,478.62	29,405.00	73%
Total Protection Services Expenditures	30,855.69	188,173.02	422,797.00	45%
Revenues				
Fire Department	1,431.00	1,616.34		0%
Police Services	5,000.00	15,000.00	10,000.00	150%
Protective Inspection & Control		1,926.12	3,000.00	64%
Canine Control		690.00	550.00	125%
Building Department	2,370.00	11,082.00	10,000.00	111%
Total Protection Services Revenues	8,801.00	30,314.46	23,550.00	129%
Net Levy				
Fire Department	3,449.86	17,730.98	99,550.00	18%
Police Services	17,754.00	119,962.21	263,042.00	46%
9-1-1	152.64	152.64	1,000.00	15%
Protective Inspection & Control		2,452.11	3,100.00	79%
Canine Control	1,122.00	7,164.00	13,150.00	54%
Building Department	(423.81)	10,396.62	19,405.00	54%
Protection Services Net Levy	22,054.69	157,858.56	399,247.00	40%



The Township of Assiginack

TRANSPORTATION SERVICES SUMMARY

For the Eight Months Ending August 31, 2019

	August	YTD	2019 Budget	% of Budget
Expenditures				
Public Works Administration	\$19,589.64	\$126,630.98	\$391,699.00	32%
Operation Centre	7,646.29	46,385.83	52,400.00	89%
Road Side Maintenance		29.89		0%
Grasscutting	1,202.31	24,136.81	15,805.00	153%
Beaver Dams -Flood Control		3,359.63	550.00	611%
Street Name Signs	1,873.80	2,553.62	2,200.00	116%
Street Lighting	549.91	4,172.54	8,400.00	50%
Vehicles & Equipment	6,114.93	81,214.09	125,150.00	65%
Small Equipment & Supplies	860.89	5,815.34	1,500.00	388%
Airport		30,399.00	30,399.00	100%
Marina	10,414.40	33,786.50	50,700.00	67%
Roadways:				
Bridges and Culverts		3,619.61	6,500.00	56%
Brushing		175.66	6,500.00	3%
Ditching		1,727.38	30,000.00	6%
Catch Basins, Storm Sewers			1,000.00	0%
Sweeping/Flushing/Cleaning		8,411.61	5,000.00	168%
Resurfacing & Patching	4,118.39	15,898.57	148,000.00	11%
Snow Ploughing		33,959.30	5,000.00	679%
Sanding & Salting		23,308.59	35,000.00	67%
Loosetop Maintenance	26,081.50	32,595.27	68,500.00	48%
Total Transportation Services Expenditures	78,452.06	478,180.22	984,303.00	49%
Revenues				
Public Works Administration		10.00	3,960.00	0%
Public Works Misc Revenues				
Marina	4,884.97	11,337.68	7,750.00	146%
Total Transportation Services Revenues	4,884.97	11,347.68	11,710.00	97%
Net Levy				
Public Works Administration	19,589.64	126,620.98	387,739.00	33%
Operation Centre	7,646.29	46,385.83	52,400.00	89%
Road Side Maintenance		29.89		0%
Beaver Dams -Flood Control		3,359.63	550.00	611%
Street Name Signs	1,873.80	2,553.62	2,200.00	116%
Street Lighting	549.91	4,172.54	8,400.00	50%
Vehicles & Equipment	6,114.93	81,214.09	125,150.00	65%
Small Equipment & Supplies	860.89	5,815.34	1,500.00	388%
Airport		30,399.00	30,399.00	100%
Marina	5,529.43	22,448.82	42,950.00	52%
Roadways	30,199.89	119,695.99	305,500.00	39%
Transportation Services Net Levy	73,567.09	466,832.54	972,593.00	48%



The Township of Assiginack
ENVIRONMENTAL SERVICES SUMMARY
For the Eight Months Ending August 31, 2019

	August	YTD	2019 Budget	% of Budget
Expenditures				
Waste Management	\$7,360.56	\$53,703.34	\$106,600.00	50%
Waterworks	29,267.53	303,946.93	434,474.00	70%
Total Environmental Services Expenditures	36,628.09	357,650.27	541,074.00	66%
Revenues				
Sanitary Sewer & WPCP Revenue	12,649.05	84,222.18	133,578.59	63%
Garbage Collection	40.00	8,562.71	17,000.00	50%
Waterworks	32,973.69	250,935.93	384,895.26	65%
Total Environmental Services Revenues	45,662.74	343,720.82	535,473.85	64%
Net Levy				
Waste Management	7,360.56	53,703.34	106,600.00	50%
Sanitary Sewer & WPCP Revenue	(12,649.05)	(84,222.18)	(133,578.59)	63%
Garbage Collection	(40.00)	(8,562.71)	(17,000.00)	50%
Waterworks	(3,706.16)	53,011.00	49,578.74	107%
Environmental Services Net Levy	(9,034.65)	13,929.45	5,600.15	249%



The Township of Assiginack
HEALTH SERVICES SUMMARY
For the Eight Months Ending August 31, 2019

	August	YTD	2019 Budget	% of Budget
Expenditures				
Cemetery	\$2,361.99	\$9,325.93	\$6,000.00	155%
Land Ambulance	39,464.50	177,590.25	236,787.00	75%
Medical Clinic	117.02	117.02		0%
Medical Building	198.58	982.18	12,000.00	8%
Total Health Services Expenditures	42,142.09	188,015.38	254,787.00	74%

Net Levy				
Cemetery	2,361.99	9,325.93	6,000.00	155%
Land Ambulance	39,464.50	177,590.25	236,787.00	75%
Medical Clinic	117.02	117.02		0%
Medical Building	198.58	982.18	12,000.00	8%
Health Services Net Levy	42,142.09	188,015.38	254,787.00	74%



The Township of Assiginack
SOCIAL & FAMILY SERVICES SUMMARY
For the Eight Months Ending August 31, 2019

	August	YTD	2019 Budget	% of Budget
Expenditures				
District Social Services Administration Board	\$22,014.34	\$101,663.63	\$134,686.00	75%
Centennial Manor	10,390.39	31,171.17	41,561.56	75%
Total Social & Family Services Expenditures	32,404.73	132,834.80	176,247.56	75%
Revenues				
DSSAB		2,500.00	6,248.00	40%
Total Social & Family Services Revenues		2,500.00	6,248.00	40%
Net Levy				
District Social Services Administration Board	22,014.34	99,163.63	128,438.00	77%
Centennial Manor	10,390.39	31,171.17	41,561.56	75%
Social & Family Services Net Levy	32,404.73	130,334.80	169,999.56	77%



The Township of Assiginack
RECREATION & CULTURAL SERVICES SUMMARY
For the Eight Months Ending August 31, 2019

	August	YTD	2019 Budget	% of Budget
Expenditures				
Recreation			\$3,200.00	0%
Summer Programme	856.71	1,102.71	6,050.00	18%
Arena	5,569.09	64,473.51	119,050.00	54%
Parks	2,153.45	16,828.87	12,600.00	134%
Heritage	6,430.70	21,927.11	25,150.00	87%
Information Booth	1,070.81	2,692.77	6,870.00	39%
Burn's Wharf Theatre	137.38	625.83	1,500.00	42%
Library Board	4,169.66	35,891.76	41,685.00	86%
Total Recreation & Cultural Services Expenditures	20,387.80	143,542.56	216,105.00	66%
Revenues				
Recreation		3,200.00	3,200.00	100%
Summer Programme		750.00		0%
Arena	199.12	13,308.66	19,850.00	67%
Burn's Wharf Theatre		190.00		0%
Total Recreation & Cultural Services Revenues	199.12	17,448.66	23,050.00	76%
Net Levy				
Recreation		(3,200.00)		0%
Summer Programme	856.71	352.71	6,050.00	6%
Arena	5,369.97	51,164.85	99,200.00	52%
Parks	2,153.45	16,828.87	12,600.00	134%
Heritage	6,430.70	21,927.11	25,150.00	87%
Information Booth	1,070.81	2,692.77	6,870.00	39%
Burn's Wharf Theatre	137.38	435.83	1,500.00	29%
Library Board	4,169.66	35,891.76	41,685.00	86%
Recreation & Cultural Services Net Levy	20,188.68	126,093.90	193,055.00	65%



The Township of Assiginack
PLANNING & DEVELOPMENT SUMMARY
For the Eight Months Ending August 31, 2019

	August	YTD	2019 Budget	% of Budget
Expenditures				
Planning	\$1,902.33	\$28,637.54	\$40,420.00	71%
Total Planning & Development Expenditures	1,902.33	28,637.54	40,420.00	71%
Net Levy				
Planning	1,902.33	28,637.54	40,420.00	71%
Planning & Development Net Levy	1,902.33	28,637.54	40,420.00	71%



The Township of Assiginack
CORPORATE CAPITAL SUMMARY
For the Eight Months Ending August 31, 2019

	August	YTD	2019 Budget	% of Budget
Expenditures				
General Government	\$2,077.85	\$364,415.89	\$730,788.00	50%
Transportation Services	836.89	61,373.26	121,804.00	50%
Environmental Services	4,756.30	273,227.35	364,775.53	75%
Recreation and Cultural Service	5,041.35	51,081.17	177,410.52	29%
Expenditures Total	12,712.39	750,097.67	1,394,778.05	54%
Revenues				
General Government		324,000.00	324,000.00	100%
Environmental Services		114,731.90	189,250.00	61%
Recreation and Cultural Service		25,000.00	110,200.00	23%
Revenues Total		463,731.90	623,450.00	74%
Net Levy				
General Government	2,077.85	40,415.89	406,788.00	10%
Transportation Services	836.89	61,373.26	121,804.00	50%
Environmental Services	4,756.30	158,495.45	175,525.53	90%
Recreation and Cultural Service	5,041.35	26,081.17	67,210.52	39%
Corporate Net Levy	12,712.39	286,365.77	771,328.05	37%

Ministry of the Environment,
Conservation and Parks

Ministère de l'Environnement, de la Protection de
la nature et des Parcs

Drinking Water and Environmental
Compliance Division, Northern Region
Sudbury District, Sudbury Office
199 Larch Street
Suite 1201
Sudbury ON P3E 5P9
Tel.: 705 564-3237
Toll Free: 1-800-890-8516
Fax: 705 564-4180

Division de la conformité en matière d'eau potable
et d'environnement, Direction régionale du Nord
District de Sudbury, bureau de Sudbury
199, rue Larch
Bureau 1201
Sudbury ON P3E 5P9
Tél. : 705 564-3237
Numéro sans frais: 1-800-890-8516
Télééc. : 705 564-4180

RECEIVED
SEP 11 2019

September 9, 2019

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

Dear Mr. Hobbs:

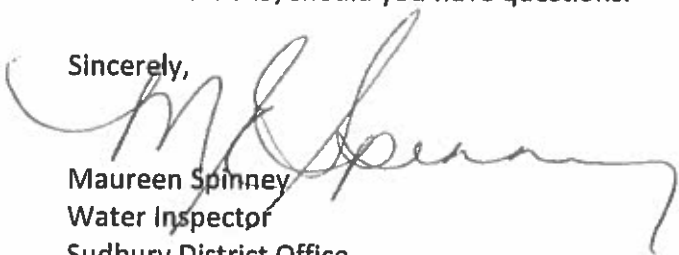
With regards to the May 28, 2019, Sunsite Estates Drinking Water System inspection, please find enclosed the resulting annual inspection report.

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

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

Your staff's cooperation during the inspection was appreciated. Please feel free to contact me at 705 929-7029, should you have questions.

Sincerely,



Maureen Spinney
Water Inspector
Sudbury District Office

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



Ministry of the Environment, Conservation and Parks

SUNSITE ESTATES SUBDIVISION DRINKING WATER SYSTEM

Inspection Report

Site Number:	220008471
Inspection Number:	1-LOYHW
Date of Inspection:	Jul 31, 2019
Inspected By:	Maureen Spinney

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APPENDICES

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

OWNER INFORMATION:

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

CONTACT INFORMATION

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

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

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

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

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

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

INSPECTION DETAILS:

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

MNR Office: Sudbury Regional Office
Category: Small Municipal Residential
Site Number: 220008471
Inspection Type: Announced
Inspection Number: 1-L0YHW
Date of Inspection: Jul 31, 2019
Date of Previous Inspection: May 16, 2018

COMPONENTS DESCRIPTION

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

Sub Type:

Site (Name): SOURCE WATER
Type: Source

Sub Type: Surface Water

Comments:

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

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

A low lift pump and the zebra mussel control system are located in the low lift pump station. A 75mm diameter raw water line runs from the low lift station to the plant (approximately 145 metres).

Site (Name): TREATED WATER
Type: Treated Water POE

Sub Type: Treatment Facility

Comments:

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

Pre-treatment includes straining and addition of pH adjustment (if necessary). PH adjustment has not yet been required at this plant.

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

Membranes in use are rated as ultrafiltration with associated pore sizes of 0.04 microns.

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

The membrane cleaning process involves backwash cycles using low pressure blower air introduced at the bottom of and distributed throughout modules. Clean in Place (CIP) cycles occur as necessary and include treatment with sodium hypochlorite which assists in removal of organics and citric acid for the removal of inorganics. Neutralization of CIP effluent occurs using "Captor" which is a calcium thiosulfate solution or caustic soda. CIP analyzer determines ORP on wastewater prior to discharge. Backwash reservoir waste and neutralized wastewater are discharged to a

nearby ditch and on to Manitowaning Bay.

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

Site (Name): DISTRIBUTION

Type: Other

Sub Type: Class I

Comments:

This distribution system, commissioned in 1973, is a Class 1 system servicing approximately 65 permanent and seasonal residents.

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

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

INSPECTION SUMMARY:

Introduction

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

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

This report is based on a "focused" inspection of the system. Although the inspection involved fewer activities than those normally undertaken in a detailed inspection, it contained critical elements required to assess key compliance issues. This system was chosen for a focused inspection because the system's performance met the ministry's criteria, most importantly that there were no deficiencies as identified in O.Reg. 172/03 over the past 3 years. The undertaking of a focused inspection at this drinking water system does not ensure that a similar type of inspection will be conducted at any point in the future.

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

The review period for this inspection is May 1, 2018 to July 31, 2019.

Source

- The owner had a harmful algal bloom monitoring plan in place.

The operating authority is aware of upcoming changes to the Permit/Licence which will require HAB plans for surface water plants. This summer, operators have been instructed to visually examine source water weekly, looking for algal blooms.

Ministry records indicate no blooms have been sited/reported for the intake area.

It is recommended that further training and information be provided to the operator in order to help with identification of blooms. Also it is expected that a formal HAB plan will be developed over time and in accordance with the Licence/Permit.

Capacity Assessment

- There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking Water Works Permit issued under Part V of the SDWA.

Schedule C of the Drinking Water Works Permit requires the use, and calibration of flow meters at the following locations:

Treated water flowing to the distribution system. Calibration date is March 26, 2019 and March 29, 2018.

Flow rate and daily volumes of water flowing into the treatment system. Calibration date is March 26, 2019 and March 29, 2018.

Capacity Assessment

- The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the Municipal Drinking Water Licence issued under Part V of the SDWA.

FLOW DATA:

PTTW #7151-ABEK4P establishes a maximum instantaneous flow rate of 379L/min (6.317L/sec) and/or a maximum of 276,480 L/day (276.5m3/day).

Data provided indicates actual takings as follows: raw water maximum flow rate of 181m3/day and a maximum instantaneous flow rate of 4.30L/sec (as per October 2018 data summary).

Flow meters were calibrated on March 22, 2018 and May 9, 2019.

Schedule C of the MDWL (254-101) establishes a rated capacity of 220m3/day.

During review period, records indicate a treated water maximum flow rate of 101m3/day which is 46% of capacity.

Treatment Processes

- The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.

In January 1, 2019, new membranes installed in accordance with newly issued Schedule C. Now Ultrafiltration plant with nominal pore size of 0.04microns and nominal filtrate flow rate of 220m3/day.

The coagulant feed system has been removed in accordance with the new Schedule C.

The sulphuric acid system (a standby pH control system) needs to be maintained or removed from the site.

- The owner/operating authority was in compliance with the requirement to prepare Form 2 documents as required by their Drinking Water Works Permit during the inspection period.

Changes in equipment at plant with completed Form 2 include:

- 7 replaced pressure tanks. Form dated September 2018.
- Old alum board reconfigured for use in zebra mussel control system. Form dated September 2018.

It is noted that the change in membranes and removal of coagulant feed system were carried out in accordance with new Schedule C "Authorization to Alter the Drinking Water System" dated August 20, 2018.

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

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

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

Treatment Processes

REQUIRED	2.0	3.0	4.0
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MEMBRANE FILTRATION:

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

1. Maintain effective backwash procedures. During review period there was no indication of a problem.
2. Monitor the integrity of the membranes by continuous particle counting or equivalent means (i.e. pressure decay measurements). During review period operator indicates pressure decay testing occurred normally. Operator indicates filters are set to run backwash cycles and membrane integrity tests on pre-set schedules with pressure decay tests every 24 hours.
3. Continuously monitor filtrate turbidity. During review period there was no clear indication of problems. Though some daily Process Value Summary sheets indicated loss of data, Wonderware continues to record data. Also an onsite data logger can be used to review trending.
4. Meet the performance criterion for filtered water turbidity of less than or equal to 0.1 NTU in 99% of the measurements each month. During the review period, continuing efforts to improve programming have occurred. Filter efficiency requirements appear to be met, however there are a few concerns:
 - Communication failure event from June 16 to July 4, 2019 resulted in no evaluation of filter efficiencies for the month of June. From dataset provided all filtrate turbidity during this time period was less than 0.1NTU, thus it would seem reasonable to conclude that filter efficiency requirements were met. However Operator needs to be cognizant that if the automated process fails, manual filter efficiency calculations must be completed.
 - Daily PVS data sheets provide a running calculation of monthly filter efficiency. On day one of each month, 0.02 hours of run time is logged. This is not accurate but does not appear to interfere with calculations.
 - Power bumps cause havoc in PVS data.
 Thus the operator is encouraged to continue to examine daily data, make notes on outlier data, and, verify the accuracy of filter efficiency calculations.

CHLORINATION:

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

- Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.
- Where an activity has occurred that could introduce contamination, all parts of the drinking water system were disinfected in accordance with Schedule B, Condition 2.3 of the Drinking Water Works Permit.

Treatment Process Monitoring

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

Chlorine is injected just past completion of filtration, as water enters contact tank. A sample is drawn from a point as water is leaving the clearwell.

A seldom used manually triggered trim chlorine system is also available which would inject sodium hypochlorite at a point just prior to water entering the distribution system. The operator is aware that, due to a lack of contact time, the use of the trim chlorine system may mean water is not properly disinfected prior to use by the first consumer.

Treatment Process Monitoring

- **Continuous monitoring of each filter effluent line was being performed for turbidity.**
Note that the operator reviews data from SCADA through an autoprinted form entitled "Process Values Summary". This data can sometimes (after a power bump/outage) be missing, but a datalogger is present and maintains data for at least three days. Also Wonderware reports capture the full dataset.
- **The secondary disinfectant residual was measured as required for the distribution system.**
- **Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.**
- **All continuous monitoring equipment utilized for sampling and testing required by O. Reg.170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6.**

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

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

Filtrate turbidity alarms are set at 0.1NTU, with no set delay. Higher turbidity levels result in the shut down of the filter train.

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

- **Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format.**

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

- **All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation.**

Schedule 6, Regulation 170 requires a check and calibration of continuous analyzers (chlorine and turbidity) as often as necessary, if manufacturer does not specify, to ensure the following margins of error:

Free chlorine residual +/- 0.05mg/l at concentrations of up to 1.0mg/l and proportionately higher with increased concentrations. OCWA indicates work is completed once per month. Work orders were verified.

Turbidity +/- 0.1NTU. OCWA indicates work is completed once every month. Work orders were verified.

Operations Manuals

- **The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.**
- **The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.**

Logbooks

Logbooks

- Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.

Security

- The owner had provided security measures to protect components of the drinking water system.

Certification and Training

- The overall responsible operator had been designated for each subsystem.
The ORO is the operator on call. This is an established routine within the Espanola hub. ORO's are aware of which operator is on call and who is unavailable.
- Operators-in-charge had been designated for all subsystems which comprised the drinking water system.
The OIC is the operator on duty. This is an established routine within the Espanola hub. OIC's are aware of which operator is on duty.
The Operator in Charge has specific duties as described in Section 26 of Regulation 128.
- All operators possessed the required certification.
- Only certified operators made adjustments to the treatment equipment.

Water Quality Monitoring

- All microbiological water quality monitoring requirements for distribution samples prescribed by legislation were being met.
Sampling in the distribution system is required once every two weeks with testing for E.coli, total coliforms and heterotrophic plate count.
- All inorganic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.
Samples are required to be taken at least once every 60 months. The last set of samples were taken January 15, 2015, and January 18, 2019.
- All organic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.
Samples are required to be taken at least once every 60 months. The last set of samples were taken January 15, 2015, and January 18, 2019.
- All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.
The operating authority pursues sampling a minimum of once every 3 months as follows:
July 11, 2017 @ 19.2ug/l
October 02, 2017 @ 30.9ug/l
January 9, 2018 @ 23.1ug/l
April 9, 2018 @ 19.5ug/l
July 9, 2018 @ 25.6ug/l
October 9, 2018 @ 35.0ug/l

Water Quality Monitoring

January 15, 2019 @ 16.5ug/l
April 1, 2019 @ 15.7ug/l
July 9, 2019 @ 32.3ug/l

RAA = 24.9ug/l.

- **All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.**

The operating authority pursues sampling a minimum of once every 3 months as follows:

July 11, 2017 @ 39ug/l
October 02, 2017 @ 60ug/l
January 9, 2018 @ 38ug/l
April 9, 2018 @ 33ug/l
July 9, 2018 @ 51ug/l
October 9, 2018 @ 47ug/l
January 15, 2019 @ 27ug/l
April 1, 2019 @ 26ug/l
July 9, 2019 @ 54ug/l

RAA = 38.5ug/l.

- **All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency for the DWS.**

The operating authority pursues sampling a minimum of once every 3 months

- **All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

The operating authority pursues sampling, a minimum of once every 60 months. Last sample occurred on January 7, 2014, with results of 6.91mg/l, and January 18, 2019, with results of 6.08mg/l.

- **All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

The operating authority pursues sampling, a minimum of once every 60 months. Last sample occurred on January 7, 2014, and January 18, 2019.

- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**

Water Quality Assessment

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

A June 26, 2018 sample showed results of Total Coliform of 5 cfu. AWQI #140103 was filed and two sets of resamples were taken which were clear of any bacteriological counts.

Reporting & Corrective Actions

- **Corrective actions (as per Schedule 18) had been taken to address adverse conditions, including any other steps that were directed by the Medical Officer of Health.**

Reporting & Corrective Actions

- All required notifications of adverse water quality incidents were immediately provided as per O. Reg. 170/03 16-6.
- Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.

Records provided indicate 27 callouts with average response time of 58 minutes. Notes were consistently documented in logbook.

The operator notes that the clearwell provides approximately 2 days storage of drinking water.

Other Inspection Findings

- The following instance(s) of non-compliance were also noted during the inspection:
 1. There is no entry in the site logbook of an operator taking distribution system samples and chlorine residuals on February 6 or February 8, 2019. A Chain of Custody complete with sampling information was provided for the February 6th sample. During that week, bad weather created an emergency situation and resulted in a replacement operator taking chlorine residual samples but failing to document his presence or results in the logbook.

Section 27, Regulation 128 requires the use of a site logbook and the inclusion of the name of all operators on duty during the shift. Schedule 6-10, Regulation 170, requires that records be maintained of chlorine residual results required to be taken in the distribution system.
- The following issues were also noted during the inspection:
 1. Filter efficiency requirements appear to be met, however there are a few concerns:
 - Communication failure event from June 16 to July 4, 2019 resulted in no evaluation of filter efficiencies for the month of June. From dataset provided all filtrate turbidity during this time period was less than 0.1NTU, thus it would seem reasonable to conclude that filter efficiency requirements were met. However Operator needs to be cognizant that if the automated process fails, manual filter efficiency calculations must be completed. Further, the Operator is encouraged to continue to examine daily data, make notes on outlier data, and verify the accuracy of filter efficiency calculations.
 2. A February 9, 2019, logbook entry highlights the need for clearance of snow from the generator and propane tank area. At that time the Operator was unable to access area.
 3. As indicated in the last inspection, a work order for periodic inspection of clearwell is recommended.
 4. Within the logbook, the operator cites equipment out of service (EOS) at the end of the shift as required by Regulation 128. During the inspection it was noted that highlift pump #3 was cited as EOS for approximately 2 years. On June 19, 2018, highlift pump #2 failed. One day later highlift pump #3 was fixed, however, #2 has remained out of service for over one year. Though there are 2 other highlift pumps for this small system, allowing one to be duty pump while the other can serve as a standby pump, it is recommended that the affected pump be repaired and returned to service.
 5. Removal of unused treatment equipment. The operating authority notes that the pH control system has never been used at this plant. The equipment though standing idle, requires periodic maintenance to ensure functionality. As a cost savings measure, the pumps will be reused at other points within the plant, however the DWWP would

Other Inspection Findings

need to be altered to accommodate these changes.

6. Communications failure is the cause of a number of days of missing flow data. The operator was able to provide actual flow data during inspection. Accurate data should be included in the system dataset during monthly reviews with appropriate entries in the "comments log".

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

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

1. The following instance(s) of non-compliance were also noted during the inspection:

1. There is no entry in the site logbook of an operator taking distribution system samples and chlorine residuals on February 6 or February 8, 2019. A Chain of Custody complete with sampling information was provided for the February 6th sample. During that week, bad weather created an emergency situation and resulted in a replacement operator taking chlorine residual samples but failing to document his presence or results in the logbook.

Section 27, Regulation 128 requires the use of a site logbook and the inclusion of the name of all operators on duty during the shift. Schedule 6-10, Regulation 170, requires that records be maintained of chlorine residual results required to be taken in the distribution system.

Action(s) Required:

No further action is required. Operating authority is aware of the oversight.

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

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

1. The following issues were also noted during the inspection:

1. Filter efficiency requirements appear to be met, however there are a few concerns:
-Communication failure event from June 16 to July 4, 2019 resulted in no evaluation of filter efficiencies for the month of June. From dataset provided all filtrate turbidity during this time period was less than 0.1NTU, thus it would seem reasonable to conclude that filter efficiency requirements were met.
2. A February 9, 2019, logbook entry highlights the need for clearance of snow from the generator and propane tank area. At that time the Operator was unable to access area.
3. As indicated in the last inspection, a work order for periodic inspection of clearwell is recommended.
4. Within the logbook, the operator cites equipment out of service (EOS) at the end of the shift as required by Regulation 128. During the inspection it was noted that highlift pump #3 was cited as EOS for approximately 2 years.

On June 19, 2018, highlift pump #2 failed. One day later highlift pump #3 was fixed, however, #2 has remained out of service for over one year.

5. Removal of unused treatment equipment. The operating authority notes that the pH control system has never been used at this plant.

Recommendation:

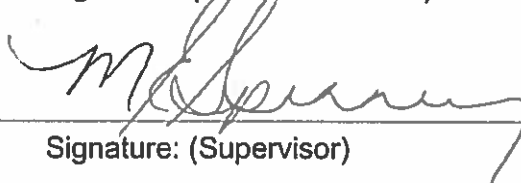
1. Filter efficiency requirements: Operator needs to be cognizant that if the automated process fails, manual filter efficiency calculations must be completed. Further, the Operator is encouraged to continue to examine daily data, make notes on outlier data, and verify the accuracy of filter efficiency calculations.
2. Snow removal efforts need to include the generator and tank area.
3. Periodic inspection of the clearwell is recommended.
4. Though there are 2 other highlift pumps for this small system, allowing one to be duty pump while the other can serve as a standby pump, it is recommended that the affected pump be repaired and returned to service.
5. The equipment though standing idle, requires periodic maintenance to ensure functionality. As a cost savings measure, the pumps will be reused at other points within the plant, however the DWWP would need to be altered to accommodate these changes

SIGNATURES

Inspected By:

Maureen Spinney

Signature: (Provincial Officer)



Reviewed & Approved By:

Marnie Managhan

Signature: (Supervisor)



Review & Approval Date:

Sept 11/19

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



RECEIVED
SEP 03 2019

30 LEWIS STREET
WASAGA BEACH, ONTARIO
CANADA L9Z 1A1
www.wasagabeach.com

August 28, 2019

Hon Doug Ford
Premier of Ontario
Premier's Office
Room 281
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

BY EMAIL ONLY

Dear Premier:

Re: Resolution from the Township of McKellar – Municipal Amalgamation

Please be advised that the Council of the Town of Wasaga Beach, during their August 27, 2019 Council meeting and at the request of the Township of McKellar, adopted the following resolution:

"Whereas there are 444 municipalities in Ontario that are very efficient and well-governed, and who respond quickly to ratepayer's needs;

And whereas in the 1990's the Conservative Government forced many municipalities to amalgamate on the guise they would become more efficient, effective, save money, lower taxes and ultimately reduce the provincial deficit;

And whereas there has never been a valid evidence-based study that supported these outcomes;

And whereas forced amalgamation actually accomplished just the opposite: ill feelings, increased animosity and mistrust, job losses, rise in local taxes and an increase in the provincial deficit;

And whereas there are many positive examples of small rural and northern municipalities working together in a collaborate and cooperative manner via shared agreements that responds to local needs without amalgamation and provincial interference;

And Whereas the Provincial Government has a large deficit due to their own decision-making;

And whereas recently the same Conservative Government recently reduced one large regional municipal government by 50%, without "consultation";

And whereas this same Conservative Government is presently reviewing other provincial regional governments through a purported "consultative" approach with a view to reduce or eliminate them;

And whereas the Provincial Government should investigate all other internal ways of reducing their deficit and becoming more fiscally responsible over time rather than downloading to the one level of government that is the most efficient, has the lowest cost and is closest to the electorate which will not put a dent in the provincial deficit;

And whereas the Province could look at what other provinces have done to reduce the debt with one singular education system, organizing unorganized municipalities, controlling OPP costs, substantially increase fines, and find a way to collect millions and millions of dollars in unpaid fines and instead, invest in the north to create jobs and stimulate and enhance economic development;

Now therefore be it resolved that before the Provincial Government forces amalgamation in any of the 444 municipalities in Ontario, our AMO organization go beyond requesting "consultation" and "demand" that the Provincial Government do the following:

- 1) Hold a local referendum letting the citizens decide to amalgamate or not
- 2) Conduct an evidence-based study to show that amalgamation actually saves costs, jobs, lowers taxes and reduce the provincial deficit
- 3) Allow those municipalities to work out their own local collaborative agreement that best suit their local needs and to be permitted to do so on their own time line and volition
- 4) To ensure that there is absolutely no conflict of interest in this consultative process
- 5) To emphasize the political reality of forcing amalgamation on the many rural and northern municipalities across Ontario

And further that a copy of this resolution be sent to Doug Ford, Premier of Ontario; Christine Elliott, Deputy Premier; Steve Clark, Minister of Municipal Affairs; Andrea Horwath, Leader of the New Democratic Party; and all MPPs in the Province of Ontario;

And further that a copy of this resolution be sent to the Association of Municipalities of Ontario (AMO), the Northwestern Ontario Municipal Association (NOMA), Rural Ontario Municipalities Association (ROMA), Federation of Northern Ontario Municipalities (FONOM), the District of Parry Sound Municipal Association (DPSMA), the County of Simcoe and all Ontario municipalities for their consideration."

Your favourable consideration of this matter is appreciated.

Should you have any questions, please contact me at cao@wasagabecah.com or (705) 429-3844 Ext. 2222.

Sincerely



George Vadeboncoeur
Chief Administrative Officer

Enclosure.

- c. Hon Christine Elliott, Deputy Premier
Hon. Steve Clark, Minister of Municipal Affairs
MPP's in the Province of Ontario
Association of Municipalities of Ontario (AMO)
Northwestern Ontario Municipal Association (NOMA)
Rural Ontario Municipalities Association (ROMA)
Federation of Northern Ontario Municipalities (FONOM)
District of Parry Sound Municipal Association (DPSMA)
All Ontario Municipalities



Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario P0G 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244

July 16, 2019

Hon. Doug Ford, Premier
Legislative Building Rm 281, Queen's Park
Toronto, Ontario
M7A 1A1

Dear Premier Ford,

Re: MUNICIPAL AMALGAMATION

Please be advised that at its regular meeting held, Monday July 15, 2019 the Council of the Township of McKellar passed the following resolution:

19-355 **WHEREAS** there are 444 municipalities in Ontario that are very efficient and well-governed, and who respond quickly to ratepayer's needs;

AND WHEREAS in the 1990's the Conservative Government forced many municipalities to amalgamate on the guise they would become more efficient, effective, save money, lower taxes and ultimately reduce the provincial deficit;

AND WHEREAS there has never been a valid evidence-based study that supported these outcomes;

AND WHEREAS forced amalgamation actually accomplished just the opposite: ill feelings, increased animosity and mistrust, job losses, rise in local taxes and an increase in the provincial deficit;

AND WHEREAS there are many positive examples of small rural and northern municipalities working together in a collaborate and cooperative manner via shared agreements that responds to local needs without amalgamation and provincial interference;

AND WHEREAS the Provincial Government has a large deficit due to their own decision-making;

AND WHEREAS recently the same Conservative Government recently reduced one large regional municipal government by 50%, without "consultation";

AND WHEREAS this same Conservative Government is presently reviewing other provincial regional governments through a purported "consultative" approach with a view to reduce or eliminate them;

AND WHEREAS the Provincial Government should investigate all other internal ways of reducing their deficit and becoming more fiscally responsible over time rather than downloading to the one level of government that is the most efficient, has the lowest cost and is closest to the electorate which will not put a dent in the provincial deficit;

AND WHEREAS the Province could look at what other provinces have done to reduce the debt with one singular education system, organizing unorganized municipalities, controlling OPP costs, substantially increase fines, and find a way to collect millions and millions of dollars in unpaid fines and instead, invest in the north to create jobs and stimulate and enhance economic development;

NOW THEREFORE BE IT RESOLVED that before the Provincial Government forces amalgamation in any of the 444 municipalities in Ontario, our AMO organization go beyond requesting "consultation" and "demand" that the Provincial Government do the following:

- 1) Hold a local referendum letting the citizens decide to amalgamate or not
- 2) Conduct an evidence-based study to show that amalgamation actually saves costs, jobs, lowers taxes and reduce the provincial deficit
- 3) Allow those municipalities to work out their own local collaborative agreement that best suit their local needs and to be permitted to do so on their own time line and volition
- 4) To ensure that there is absolutely no conflict of interest in this consultative process
- 5) To emphasize the political reality of forcing amalgamation on the many rural and northern municipalities across Ontario

AND FURTHER that a copy of this resolution be sent to Doug Ford, Premier of Ontario; Christine Elliott, Deputy Premier; Steve Clark, Minister of Municipal Affairs; Andrea Horwath, Leader of the New Democratic Party; and all MPPs in the Province of Ontario;

AND FURTHER that a copy of this resolution be sent to the Association of Municipalities of Ontario (AMO), the Northwestern Ontario Municipal Association (NOMA), Rural Ontario Municipalities Association (ROMA), Federation of Northern Ontario Municipalities (FONOM), the District of Parry Sound Municipal Association (DPSMA) and all Ontario municipalities for their consideration.

Carried

Sincerely,



Tammy Wylie, AMCT
Clerk Administrator

Cc:

Deputy Premier of Ontario;

Minister of Municipal Affairs and Housing;

Leader of the New Democratic Party;

All Ontario MPP's;

Association of Municipalities of Ontario (AMO);

Northwestern Ontario Municipal Association (NOMA);

Rural Ontario Municipalities Association (ROMA);

Federation of Northern Ontario Municipalities (FONOM);

District of Parry Sound Municipal Association (DPSMA);

all Ontario municipalities

O:\Council mtg letters\July 15 2019\Municipal Amalgamation

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M5G 2E5
Tél. : 416 585-7000



RECEIVED

SEP 04 2019

19-4093

Dear Head of Council:

Our government believes everyone deserves a place to call home. Inadequate supply and high housing costs have made housing unattainable for too many people in Ontario. We want to put affordable home ownership in reach of more Ontario families, and provide more people with the opportunity to live closer to where they work.

That is why I am pleased to provide you with an update on the [*More Homes, More Choice Act, 2019*](#), which was passed by the Legislature on June 6, 2019.

In Effect Date

Schedule 12 of the *More Homes, More Choice Act, 2019* makes changes to the *Planning Act*. All changes, except for those related to community benefits charges, came into force on September 3, 2019, as specified by proclamation. This includes changes to:

- Broaden the Local Planning Appeal Tribunal's jurisdiction over major land use planning matters (i.e., official plans and zoning by-laws) and give the Tribunal the authority to make a final decision on appeals of these matters based on the best planning outcome;
- Reduce timelines for municipalities to make planning decisions;
- Remove certain "third party" appeals;
- Authorize the Minister of Municipal Affairs and Housing to mandate the use of a community planning permit system in or around specific locations to promote intensification around transit;
- Require municipalities to authorize in their official plans and zoning by-laws additional residential units in both a primary dwelling and ancillary building or structure; and
- Promote the development of affordable housing near transit by focusing the use of inclusionary zoning.

Regulations

To help implement the *Planning Act* changes, amendments to existing regulations under the Act also came into force at the same time as the related legislative provisions.

These regulations were filed on August 29, 2019 and include changes to:

- Set out transition rules for planning matters that are in process;
- Remove or update certain redundant or out-dated provisions and references;
- Remove the ability to appeal (except by the province) the implementing by-law when a municipality is required to establish a community planning permit system through a Minister's order; and

- Clarify that the new community benefits charge by-law will not apply in areas within a municipality where a community planning permit system is in effect.

A new regulation for additional residential units (ARUs) was also filed on August 29, 2019 and helps remove certain zoning barriers to the creation of additional residential units by establishing the following requirements and standards:

- One parking space for each ARU, which may be provided through tandem parking as defined;
- Where a municipal zoning by-law requires no parking spaces for the primary residential unit, no parking space would be required for the ARUs;
- Where a municipal zoning by-law is passed that sets a parking standard lower than a standard of one parking space for each ARU, the municipal zoning by-law parking standard would prevail;
- An ARU, where permitted in a zoning by-law, may be occupied by any person regardless of whether the primary residential unit is occupied by the owner of the property; and
- An ARU, where permitted in a zoning by-law, would be permitted without regard to the date of construction of the primary or ancillary building.

Our proposal for the new and amended regulations was posted on the [Environmental Registry of Ontario](#). All comments received were carefully considered.

You can view copies of the new and amending *Planning Act* regulations on Ontario's e-Laws:

- [New Ontario Regulation 299/19](#) – "Additional Residential Units"
- [Ontario Regulation 296/19](#) – amending Ontario Regulation 174/16 "Transitional Matters - General"
- [Ontario Regulation 297/19](#) – amending Ontario Regulation 543/06 "Official Plans and Plan Amendments"
- [Ontario Regulation 298/19](#) – amending Ontario Regulation 544/06 "Plans of Subdivision"
- [Ontario Regulation 301/19](#) – amending Ontario Regulation 173/16 "Community Planning Permits"
- [Ontario Regulation 300/19](#) – amending Ontario Regulation 232/18 "Inclusionary Zoning"

If you have any questions about the changes to the *Planning Act* and related regulations, please email PlanningConsultation@ontario.ca.

Sincerely,



Steve Clark
Minister

c: Chief Administrative Officer

THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE

69 Fourth Avenue, Larder Lake, ON

Phone: 705-643-2158 Fax: 705-643-2311



MOVED BY:

☐ Thomas Armstrong
☒ Patricia Hull
☐ Paul Kelly
☐ Lynne Paquette

SECONDED BY:

☐ Thomas Armstrong
☒ Patricia Hull
☐ Paul Kelly
☐ Lynne Paquette

Motion #: 17

Resolution #: 17

Date: August 27, 2019

WHEREAS Council has discussed lobbying the provincial ministers to be allow for electronic delegation; And

WHEREAS Council feel that it is unjust to have to attend expensive conferences to be able to have a delegation with Ministers or the Premier; And

THEREFORE, Council request that the Ministers and the Premier offer electronic delegations to small and rural Municipalities that do not have sufficient budget to attend conferences; And

FURTHER THAT this resolution be sent to all Ontario Municipalities in order to request their support on the matter; And

FURTHER THAT this resolution be sent to the Premier and all the Ministries for their consideration.

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SEP 10 2019

Recorded vote requested: ☐

	For	Against
Tom Armstrong		
Patricia Hull		
Paul Kelly		
Lynne Paquette		
Patty Quinn		

Disclosure of Pecuniary Interest*

I declare this motion

<input checked="" type="checkbox"/> Carried
<input type="checkbox"/> Lost / Defeated
<input type="checkbox"/> Deferred to: _____ (enter date)
Because:
<input type="checkbox"/> Referred to: _____ (enter body)
Expected response: _____ (enter date)

Chair:

*Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.



**Public Health
Santé publique**
SUDBURY & DISTRICTS

RECEIVED
SEP 12 2019

September 11, 2019

VIA EMAIL

Mr. Alton Hobbs
CAO
Township of Assiginack

Dear Mr. Hobbs:

Re: Parity of Esteem

I am very pleased to share with you this important work of Public Health Sudbury & Districts in support of mental health. I hope you consider how your organization will use what has been created to support mental health for all.

The *2018 Ontario Public Health Standards* (OPHS) explicitly requires local public health units to address mental health, focusing on mental health promotion, prevention, and early identification and referral. In response, Public Health Sudbury & Districts developed the [Public Mental Health Action Framework, launched in January 2019](#). This framework describes how we will work to improve opportunities for mental health for all in our communities.

A critical enabler of this work is the [Board of Health's May 2019 endorsement](#) of a [position statement on the Parity of Esteem](#). This statement holds that there is no health without mental health. Officially adopting parity of esteem means that Public Health Sudbury & Districts must equally value mental and physical health and that all our work in public health must consider and support mental health outcomes. Further, it is our aspiration that such public affirmation will serve to further reduce stigma associated with mental illness and its determinants.

Sudbury

1300 rue Paris Street
Sudbury ON P3E 3A3
t: 705.522.9200
f: 705.522.5182

Rainbow Centre

10 rue Elm Street
Unit / Unité 130
Sudbury ON P3C 5N3
t: 705.522.9200
f: 705.677.9611

Sudbury East / Sudbury-Est

1 rue King Street
Box / Boîte 58
St.-Charles ON POM 2W0
t: 705.222.9201
f: 705.867.0474

Espanola

800 rue Centre Street
Unit / Unité 100 C
Espanola ON P5E 1J3
t: 705.222.9202
f: 705.869.5583

Île Manitoulin Island

6163 Highway / Route 542
Box / Boîte 87
Mindemoya ON POP 1S0
t: 705.370.9200
f: 705.377.5580

Chapleau

101 rue Pine Street E
Box / Boîte 485
Chapleau ON POM 1K0
t: 705.860.9200
f: 705.864.0820

Toll-free / Sans frais

1.866.522.9200

phsd.ca

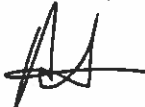


Mr. Hobbs
Re: Parity of Esteem
September 11, 2019

I would ask that you consider how the concept of parity of esteem could be relevant to your own organization. As applicable, adopting such a position statement may further leverage your own organization's work to support mental health and contribute to de-stigmatization efforts. We would also be very interested in hearing how your organization has moved forward with such a commitment, and how a position such as the parity of esteem shows up in your work.

Please let us know by connecting with Shana Calixte, Manager, Mental Health and Addictions at calixtes@phsd.ca. Thank you for everything you do in support of mental health, as we review our contributions to equal opportunities for mental health for all.

Sincerely,

A handwritten signature in black ink, appearing to be 'Penny Sutcliffe', written over a horizontal line.

Penny Sutcliffe, MD, MHSc, FRCPC
Medical Officer of Health and Chief Executive Officer

Food is Medicine

A closer look at the hidden impact of malnutrition.



Here's what to look for:

- ▶ **Poor appetite**
- ▶ **Problems chewing and swallowing**
 - ▶ Loss of taste or smell
 - ▶ Unintentional weight loss
 - ▶ Depression/anxiety/dementia
- ▶ **Difficulty in getting groceries and preparing meals**
- ▶ **Not enough money for food**
- ▶ **Eating alone**

You can make the problem smaller. Early detection and intervention can make a difference.

Primary health care teams can work together to lessen the burden of malnutrition in our communities.

- **Screen seniors for nutrition risk**
- **Chart risk factors**
- **Refer to a dietitian**
- **Educate patients/families**
- **Evaluate outcomes**
- **Network for supports**



who are admitted to hospital are malnourished, many are older adults.

Malnourished patients are

2x

more likely to be readmitted to hospital.



discharged from hospital see a dietitian in the community

Canadian
Malnutrition
Awareness Week

2019



Canadian
Malnutrition
Task Force™

le Groupe de
travail canadien
sur la malnutrition™



Canadian Nutrition Society
Société canadienne de nutrition

For more tips and guidance on where to find additional support,
please visit: <http://nutritioncareincanada.ca/canadian-malnutrition-awareness-week>

Malnutrition Awareness Week™ is a mark of the American Society for Parenteral and Enteral Nutrition (ASPEN). Used with permission from ASPEN.



The hidden impact of a poor diet

Food is just as important to your health as medicine. What you eat impacts your health.

Did you know that **1 of every 3 seniors** are at risk?

But there is good news, early detection and intervention can make a difference.



Unintentional weight loss

Lack of energy

Loss of balance

Difficulty recovering from illness or injury

Risk of falls

Loss of independence

Help yourself to food and help your health.

- ▶ **Avoid weight loss, which is often muscle loss**
- ▶ **Eat three meals a day and snacks**
- ▶ **Include foods high in protein at meals and snacks, such as meat, fish, poultry, soy, yogurt, cheese, milk, eggs, legumes and nuts**
- ▶ **Eat with others whenever possible**

Good nutrition is important at any age – seek the help of a dietitian to get the guidance you need.



Canadian
Malnutrition
Task Force™

le Groupe de
travail canadien
sur la malnutrition™



For more tips and guidance on where to find additional support,
please visit: <http://nutritioncareincanada.ca/canadian-malnutrition-awareness-week>

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