

MUNICIPALITY



OF ASSIGINACK

**REGULAR MEETING OF COUNCIL
To Be Held in the Council Chambers
Tuesday, October 15th, 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 Minutes of October 1, 2019
- b) Regular Meetings of the Assiginack Museum Advisory Committee of May 14, June 11, July 9, August 13, September 10 and October 8, 2019
- c) Minutes of Assiginack Public Library Board Meeting of June 10, 2019.
- d) Minutes of Public Health Sudbury and Districts Board Meeting of September 19, 2019
- e) Minutes of the Manitoulin Planning Board Meeting of September 24, 2019

4. DELEGATIONS

None

5. REPORTS

- a) Treasurer's Year To Date as at September 30, 2019 Report
- b) MEMA September 2019 Report
- c) Museum Curator's 2019 Report

6. ACTION REQUIRED ITEMS

- a) Accounts for Payment: General: \$338,705.60 Payroll: \$ 23,506.20
- b) Zoning Interpretation Request

- c) Manitoulin Amateur Radio Club Repeater Funding Request
- d) ReThink Green Partners in Climate Change Program

7. INFORMATION ITEMS

None

8. BY-LAWS

- a. By-law # 19-18 Sale of 70 Queen Street, Manitowaning

9. IN CAMERA

None

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, October 1, 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
Deb MacDonald, Treasurer
Ron Cooper, Public Works Superintendent
Freda Bond, Tax and Utilities Manager

OPENING:

#239-18-19 H. Moggy – 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 7:05 p.m., with Mayor Ham presiding in the Chair.

CARRIED

AGENDA:

#240-18-19 D. McDowell – H. Moggy

THAT the agenda for this meeting be accepted as presented.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST:

None

ANNOUNCEMENTS:

Hugh Moggy reported that the MMA meeting was well attended and that everyone wanted to proceed with the DSAB preparing the Community Safety and

Wellness Plan for the Island. He also wanted to express his and Council's appreciation of other volunteers who assisted with the 7 bus tours at the Museum this season.

ADOPTION OF MINUTES:

#241-18-19 H. Moggy – D. McDowell

THAT the Minutes of the Regular Council Meeting of September 16, 2019 be accepted.

CARRIED

#242-18-19 H. Moggy – D. McDowell

THAT the Minutes of the May 8th and September 4th, 2019 Community Policing Advisory Committee be received.

CARRIED

DELEGATIONS:

See below

REPORTS:

None

ACTION REQUIRED ITEMS:

#243-18-19 H. Moggy - D. McDowell

THAT Council authorizes the following Accounts for Payment:

General: \$ 126,640.99

AND THAT the Mayor and Administration be authorized to complete cheques # 29195 through # 29234 as described in the attached cheque register report.

CARRIED

#244-18-19 R. Maguire – C. Jones

THAT Council authorizes the following Accounts for Payment:

Payroll: \$ 23,240.09

AND THAT the Mayor and Administration be authorized to complete cheques # 29186 through # 29194 as described in the attached cheque register report.

CARRIED

INFORMATION ITEMS:

#245-18-19 C. Jones – R. Maguire

THAT we acknowledge receipt of the following Correspondence Items:

- a) VCT: August Solar Report
- b) MEMA: Budget to Actual July 31, 2019
- c) Mississippi Mills: Reducing Waste
- d) North Glengarry: PARG Suggested Amendments
- e) Springwater: Joint and Several Liability Consultation

CARRIED

DELEGATION:

Council participated in a teleconference with Tracy Goldberg of ECO Solutions regarding the issue of incineration as a solution to solid waste problems. Ms. Goldberg explained the systems that ECO Solutions had, and that they could be equipped with filtration/scrubbers to meet current provincial air quality requirements. The costs in general seem comparable to other landfilling solutions and after a series of questions, Council agreed to research this alternative in greater detail including pre consultation with the local Ministry of Environment officials.

#246-18-19 D. McDowell – H. Moggy

THAT we thank Tracy Goldberg of Eco Solutions for making a presentation to Council regarding landfill incineration.

CARRIED

BY-LAWS:

#247-18-19 R. Maguire – C. Jones

THAT By-law # 19-15, being a by-law to authorize an agreement with Trimble Inc to allow the installation of a Global Navigation Satellite System at the

Manitowaning Arena be given first, second and third readings and enacted in open Council.

CARRIED

#248-18-19 C. Jones – R. Maguire

THAT By-law # 19-16, being a by-law to amend By-law # 18-32 to appoint David McDowell to the Manitoulin Planning Board be given first, second and third readings and enacted in open Council.

CARRIED

#249-18-19 C. Jones – R. Maguire

THAT By-law # 19-17, being a by-law to authorize an Agreement with Northern 911 for the dispatching of the Assiginack Fire Department be given first, second and third readings and enacted in open Council.

CARRIED

CLOSED SESSION:

None

CLOSING:

#250-18-19 C. Jones – R. Maguire

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

CARRIED

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.

Assiginack Museum Committee Meetings – May 14, 2019

Present: Alice Pennie, Burke Pennie, Hugh Moggy, Kelsey Maguire, Lori Case
Regrets: Marilyn Moggy

Meeting called to order at 7:05 p.m.

Motion made by Alice, seconded by Hugh that agenda be approved.

Motion made by Burke, seconded by Lori that minutes of meeting be approved.

Discussion/Updates:

1. CSJ Student Grant has been approved, however Kelsey has not been advised of the successful candidate at this time.
2. Barry Foise has been hired to cut grass; Kyle Bond is to look after township assets e.g.. any problems relating to museum or other buildings owned and operated by the Township.
3. The Museums of Manitoulin meeting is to be held May 15, tomorrow, at South Baymouth Museum.
4. Discussion was held regarding contacting Morden Lesson and possibly holding a presentation on cleaning tombstones.
5. Kelsey advised sprinklers will be turned on Saturday, water will be turned on Thursday.
6. Bus Tours: October 3, 2019 was canceled; October 1, 2019 was added. Dates for tours are as follows: September 17, 24, 26, 28 and October 1, 2019. Another bus tour asked to come June 24, 2019, no lunch needed. Burke can attend and assist Kelsey.
7. No school trips booked as of yet.
8. Alice suggested using treadle sewing machine and visitors can make a quilt block and leave it and/or take it with them when they leave. Also suggested knitting needles, visitors can knit while they are waiting. Small quilt could be set up. Possibly get locals to come and gave a quilting demonstration.
9. New roof on museum on priority list.
10. Plaque for Jean's bench by Historical Society still being done.
11. Art Tour: Kelsey to ask Peter Baumgartner. Hugh also has sister-in-law who may be interested. Kelsey to discuss art tour at Regional Museums Meeting to see if they know of anyone that does it.
12. Alice will continue with schools on Facebook/40th anniversary of Southeast Manitoulin Lions Club.

Strategic Plan:

Motion made by Burke, seconded by Hugh that the Strategic Plan 2019-2023 be accepted as proposed.

Meeting adjourned at 8:00 p.m. Next meeting scheduled for June 11, 2019 at 7:00 p.m.

Assiginack Museum Committee Meeting – June 11, 2019

Present: Hugh Moggy, Marilyn Moggy, Alice Pennie, Kelsey Maguire, Lori Case

Meeting called to order at 7:00 p.m.

Moved by Hugh, seconded by Alice that agenda be approved.

Moved by Marilyn, seconded by Lori that minutes be adopted as read.

Discussion/Updates:

1. Kelsey attended the Museums of Manitoulin meeting, gave an update as to other museum happenings: South Baymouth is doing a cookbook and are having a tea party at some point during the summer; Kagawong is celebrating their 10th anniversary; the archeological site at Sheguiandah Museum should be open this year.
2. Kelsey spoke to Morden regarding a workshop on cleaning tombstones, Morden would like to do this on Sunday July 7, 2019 at 2:00 p.m. Cost is \$100.00.
3. Ella Stewart has been offered and accepted the student position at the museum for the summer. Start date July 2, 2019. She will also assist with activities for the summer recreation program.
4. The Heritage Market will be held at the museum this year. Debaj will assist with the set-up.
5. Another Denure bus tour has been added for September 4, 2019.
6. Lions Club display to be set up.
7. Kelsey to contact Kyle Bond regarding installation of jail door made by Delmer Fields last year.
8. Discussion of items loaned to museum. Kelsey to draft a letter and contact parties asking what they would like to have done with them.

Motion:

Motion made by Hugh, seconded by Alice, to have Morden at the museum on Sunday July 7, 2019 at 2:00 p.m. to complete workshop on cleaning of tombstones.

Hugh moved that the meeting be adjourned at 8:05 p.m. Next meeting July 9, 2019 at 7:00 p.m.

Assiginack Museum Committee Meeting – July 9, 2019

Present: Hugh Moggy, Marilyn Moggy, Alice Pennie, Kelsey Maguire

Absent: Burke Pennie, Lori Case

Meeting called to order at 7:00 p.m.

Moved by Marilyn, seconded by Alice that agenda be approved.

Moved by Hugh, seconded by Marilyn that June 11, 2019 minutes be adopted as read.

Discussion:

1. Tombstone Cleaning Workshop: Morden had a schedule conflict, so the workshop is moved to July 14th at 1:00pm. Corrections have been sent to the Expositor for the event ad and posted to the museum FaceBook. Should we do it in the office or school depending on weather and number of participants that show up?
2. Summer Recreation: The museum Kids' Recreation dates have been added to the Municipal Recreation package. Museum dates are July 16, 18, 30, and August 1, 6, 8, 20, 22. The library will be doing Escape Rooms on July 23 & 25 and August 20 & 22.
3. Repairs: Kelsey has sent a repair list for the museum to Kyle Bond. Kyle came and made repairs to the fans in the outside bathrooms as well as the Men's Room door. He will come back later for other repairs.
4. Mill Items: Kelsey has drafted a template for the letter to people that have items on loan to the Roller Mills, asking them to please either donate the items or take them back. Kelsey will go through the item list to see what items could come to the museum first, and prepare a list for each person that needs to be sent a letter.
5. Other Updates:
 - Titan Tours bus came on June 24th to view the museum and St. Paul's. They would like to come again on September 16th at 1:00 pm.
 - The museum gift shop has the Manitowaning mugs for sale that the township office ordered. The mugs will also be for sale at the library.
 - The Lions Club/Summer Fest display has been set up in the Smith Room.
 - The museum summer student has started working.

Hugh moved that the meeting be adjourned at 7:51 p.m. Next meeting tentatively set for August 13, 2019 at 7:00 p.m.

ASSIGINACK MUSUEM COMMITTEE MEETING – AUGUST 13, 2019

PRESENT: Burke Pennie, Alice Pennie, Hugh Moggy, Kelsey Maguire, Lori Case

Motion made by Hugh, seconded by Burke that minutes of July 6, 2019 meeting be adopted as read.

Motion made by Burke, seconded by Alice that agenda be approved as presented.

Discussion:

1. Tombstone Cleaning Workshop – 18 in attendance, other ideas for future workshops were discussed; “Antiques Road Show” possibility; and/or how to maintain/repair older wooden furniture.
2. Repairs – Museum had a leak from air duct. Drain from air conditioner needed cleaning, repair completed. Museum was measured this morning (August 13th) for replacement of roof.
3. REC Program/Market: 2 to 4 kids each time for each session of rec program; vendors for market averaged 3, possibility of changing day for next year to Tuesday/Wednesday. Will discuss further at a later date.
4. Kelsey will try and get down to the Mill and sort out what remains there before summer student is finished work for the summer. Would like to have a washing machine, corn grinder and possibly a barrel churn brought to the museum.
5. Plaque for bench purchased to commemorate Jean McLennan’s 100th birthday has been ordered, David will come and say a few words at plaque presentation, possibly arrange an open house in September once plaque is ready.
6. Bus Tours: Dates are as follows: September 4 (added); September 17, 24, 28, October 1, 2019. Titan Tours has also booked a tour for September 16, 2019, less than 20 people, no lunch, they would like to see the church.

Other Information:

Manitowaning mugs have all been sold.

Debaj Theatre Group had a group of story tellers tour museum, total of 6.

Next meeting September 10, 2019 at 7:00 p.m.

Motion made by Hugh, seconded by Lori that meeting be adjourned at 7:55 p.m.

ASSIGINACK MUSEUM COMMITTEE MEETING – SEPTEMBER 10, 2019

Present: Hugh Moggy, Marilyn Moggy, Kelsey Maguire, Burke Pennie, Alice Pennie, Lori Case

Motion made by Hugh, seconded by Lori that agenda be approved.

Motion made by Marilyn, seconded by Hugh that minutes of August 13, 2019 meeting be adopted as read.

Discussion:

Bus Tours: 40 for bus tour on September 4; September 16, 2019, 18 to 20 people, Titan Tours, no lunch; Tuesday September 17, 2019, 11:30 a.m., Denure Tours. September 24, 28, and October 1, 2019 all Denure Tours.

Bench Plaque: David will come and speak, possible open house, free admission, donations appreciated, light snacks. Tentative date September 22, 2019. Kelsey to check with Jean and make sure she is available on that date and will do posters. Bench to be moved closer to museum so it is easier for Jean.

Museums of Manitoulin meeting October 16, 2019. Kelsey is unable to attend but if any committee member is available, they are welcome to attend.

David Smith will look into possible grant for display cases. Also considering moving war room downstairs so it is accessible to people with mobility issues.

Kelsey has purchased a new belt for the sewing machine.

Moved by Marilyn, seconded by Lori that meeting be adjourned at 7:45 p.m.

Next meeting October 8, 2019 at 7:00 p.m.

ASSIGINACK MUSUEM COMMITTEE MEETING – OCTOBER 8, 2019

Present: Hugh Moggy, Marilyn Moggy, Burke Pennie, Alice Pennie, Kelsey Maguire, Lori Case

Motion made by Hugh, seconded by Marilyn that agenda be approved.

Motion made by Burke, seconded by Alice that minutes of September 10, 2019 meeting be adopted as read.

Discussion:

Museums of Manitoulin meeting is at the Old Mill, Kagawong on October 16, 2019, Kelsey is unable to attend, however any other committee member is welcome to attend if they are available. We may be the host for the spring meeting in May 2020.

Curators Report 2019 was discussed. Discussed possibility of changing day of market for next season, possibly Thursdays.

Motion made by Alice, seconded by Marilyn that the current charge for lunch for bus tours be raised from \$8.00 to \$10.00.

Motion made by Hugh, seconded by Lori that Curator Report be accepted.

Discussion was also held on museum repairs, roof is currently being done on one side, remainder (large part) probably to be repaired next year.

Burke has volunteered to see that the “jail door”, made by Delmer Fields, be looked at and see where/how this can be put up so it is seen from the street.

Also discussed volunteers and how we could thank them.

Kelsey also advised of some changes he would like to do with museum displays.

Alice will continue with posts on Facebook.

Discussion was also held on 150 anniversary of Township in 2021. Hugh to check with Township and see what they are planning on doing.

Moved by Burke, seconded by Lori that meeting be adjourned at 8:15 p.m.

Next meeting tentatively scheduled for February 11, 2020.

RECEIVED

OCT 02 2019

ASSIGINACK PUBLIC LIBRARY BOARD MEETING
MONDAY JUNE 10, 2019

The meeting was called to order by the board chair at 11:35

Present: Irma, Lori, Jane, Les and Deb

Regrets: Christianna, Heather

14-19 Jane/Irma

That the minutes of May 6/19, attached, be approved as circulated...cd

15-19 Lori/Jane

That the May Financial Report, attached, be approved as presented...cd

The flowers purchased for the Library totalled \$188.89. Deb will look into purchasing a new hose, as the old one seems to have become rather useless.

16-19 Jane/Lori

That the Librarian's report for May, attached, be accepted as presented...cd

The Interlibrary Loan program has been reinstated. The annual conference for Northern Ontario Librarians have been cancelled and five employees at the Northern Ontario Library Head office have lost their jobs due to provincial cutbacks. Stephen Abram, Executive Director, Federation of Northern Ontario Libraries has circulated a letter detailing how provincial cutbacks are affecting frontline library staff across Ontario. Deb has made the letter available to Board members for their perusal. Deb has prepared and provided a report for Kyle Bond, Maintenance Superintendent, attached, identifying areas of concern at both the Library Building and the Book Shop/Information Booth.

Old Business

Noah Case has been hired as a Summer Student for our Library. His term of employment will be July 2/19-August 24/19.

New Business/Coming Events

Assignack Events Coordinator, Jackie White, is preparing a newsletter to outline children's activities for the summer. Activities will include, 2 sewing camps..one in July and one in August, a puzzle swap, and 2 Escape Room events... July 23 and 25..Pirates of the Caribbean, and August 20 and 22...Mysterious Madness. Jane presented board members with a motion regarding a manner in which to recognize the services of prior board members. After discussion the flowing motion was developed and approved.

17-19 Jane/Irma

That the original Assignack Public Library Space, at 23 Spragge Street, be named "The Founders' Room" in recognition and gratitude to those who gave their time and passion in keeping Assignack Public Library relevant and dynamic....cd

Deb will work with Julie of Beacon Images to develop a suitable plaque, and then bring the information back to the Library Board for final approval.

Next Meeting.....Monday September 23@3:00.

18-19 The meeting was adjourned on a motion by Lori at 12:30. Delicious, nutritious snacks were enjoyed!





LIBRARY – SPRAGGE STREET

- 1) Need to replace garbage chest beside brown utility shed at back of parking lot**
- 2) Vent hole?? next to the two air conditioning units at back of building needs a proper grate so no one falls into it**
- 3) A/C units need to be cleaned out**
- 4) Outside windows need to be cleaned**
- 5) Where the two ramp sidewalks meet front of building pad has cracks that need to be chaulked – tripping hazard**
- 6) The left hand front door (looking from outside) does not close properly and has been found open on days the Library isn't by two people who reported it to me. The door drifts as it closes but you have to go outside and put your shoulder into it to get it to close tightly. It might help to have a handle installed inside on the door like the right hand door has to make shutting it easier.**
- 7) There are old boards at back of building that should be removed.**
- 8) There is a buried upright tube and a cable with a rusty box attached outside near the door at the back of the hallway...maybe it could be covered with a box – not sure what it is??? but it could be a tripping hazard.**
- 9) Could we have a smaller picnic table – the one there is too big and takes more strength then I have to move it to get at weeds underneath or when I prop it against the building over winter,**
- 10) The wooden box around the garbage can on the parking lot side of the building needs to be replaced.**
- 11) There are probably a few branches that could be removed at the back of the building that would make grass cutting and winter paths blowing much easier.**
- 12) Spiders are the enemy of this building...don't know if anything can be done...their bug-filled webs attract bats, which make themselves at home above the main doors and down the corners of the brick at the front of the building as well...it would not be good to have a child touch one or have one fall on or fly into a patron...again don't know if there is a fix??**



UNAPPROVED MINUTES – FIFTH MEETING
BOARD OF HEALTH
PUBLIC HEALTH SUDBURY & DISTRICTS
BOARDROOM, SECOND FLOOR
THURSDAY, SEPTEMBER 19, 2019 – 1:30 P.M.

BOARD MEMBERS PRESENT

Janet Bradley	René Lapierre	Mark Signoretti
James Crispo	Glenda Massicotte	Nicole Sykes
Randy Hazlett	Paul Myre	Carolyn Thain
Jeffery Huska (arrived at 2:10 p.m.)	Rita Pilon	

BOARD MEMBERS REGRETS

Robert Kirwan	Ken Noland
Bill Leduc	

STAFF MEMBERS PRESENT

Sandra Laclé	Rachel Quesnel	Renée St. Onge
Stacey Laforest	France Quirion	Dr. Ariella Zbar
Jamie Lamothe	Dr. Penny Sutcliffe	

R. LAPIERRE PRESIDING

1. CALL TO ORDER AND TERRITORIAL ACKNOWLEDGMENT

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

2. ROLL CALL

3. REVIEW OF AGENDA/DECLARATIONS OF CONFLICTS OF INTEREST

There were no declarations of conflict of interest.

4. DELEGATION/PRESENTATION

- i) **Nutritious food: an important public health issue**
 - Bridget King, Public Health Nutritionist, Health Promotion Division

B. King was introduced and invited to speak about the importance of healthy eating and evidence-based food and nutrition strategies that support healthy eating behaviours.

Statistics shown relating to inadequate vegetable and fruit consumption are indicators of overall diet quality for which poor diet quality can contribute to chronic diseases and have financial impacts on the healthcare system. Healthy eating behaviours play a crucial role in healthy growth and development and chronic disease prevention.

To support healthy eating behaviours, public health nutrition programming at Public Health Sudbury & Districts strives to:

- reduce health inequities;
- promote health, wellbeing, and healthy growth and development; and
- prevent nutrition-related chronic diseases.

The roles of public health dietitians and nutritionists were outlined as well as the key areas of the Public Health Sudbury & Districts healthy eating program:

1. healthy food access;
2. food literacy; and
3. healthy sustainable food systems.

Questions were entertained and B. King was thanked.

5. CONSENT AGENDA

- i) **Minutes of Previous Meeting**
 - a. Fourth Meeting – June 20, 2019
- ii) **Business Arising From Minutes**
- iii) **Report of Standing Committees**
- iv) **Report of the Medical Officer of Health / Chief Executive Officer**
 - a. MOH/CEO Report, September 2019
- v) **Correspondence**
 - a. 2019 Ontario Budget and Modernizing Public Health
 - Email from the Association of Local Public Health Agencies (alPHA) Executive Director Re Ministry of Health announcement dated September 12, 2019
 - Letter from the alPHA Board President to alPHA Members dated September 11, 2019

- Email from the alPHA Executive Director to all Health Units Re: Premier's Announcement at the Association of Municipalities of Ontario Annual Conference dated August 19, 2019
- Letter from the Board of Health Chair, Kingston, Frontenac and Lennox & Addington Public Health, to the Minister of Health dated August 6, 2019
- Email from the alPHA Executive Director to all Health Units dated July 25, 2019
- Resolution from the Niagara Region, to All Ontario Boards of Health dated July 19, 2019
- Letter from the Middlesex-London Board of Health to the Minister of Health dated July 19, 2019
- Letter from the Medical Officer of Health and Executive Officer, North Bay Parry Sound District Health Unit, to the Premier of Ontario and the Deputy Premier and Minister of Health and Long-Term Care dated July 5, 2019
- Letter from the Board of Health Chair, Simcoe Muskoka District Health Unit, to the Deputy Premier and the Minister of Health and Long-Term Care dated June 27, 2019
- Letter from the Board of Health Chair, Peterborough Public Health, to the alPHA Board President dated June 24, 2019
- Letter from the Clerk, The Corporation of the Municipality of Wawa, to the Algoma Public Health dated June 24, 2019
- Letter from the Clerk, York Region Board of Health, to the Board of Health Chair, Public Health Sudbury & Districts dated June 21, 2019
- b. Smoke-Free Multi-Unit Dwellings
 - Letter from the Board of Health Chair, Grey Bruce Health Unit, to the Prime Minister of Canada dated August 27, 2019
- c. Immunization for School Children – Seamless Immunization Registry
 - Letter from the Board of Health Chair, Grey Bruce Health Unit, to the Minister of Health dated August 27, 2019
 - Letter from the Board of Health Chair and Chief Executive Officer, Windsor-Essex County Health Unit, to the Minister of Health and Long-Term Care dated July 2, 2019
- d. Smoke-Free - Smoke/Vape Free Outdoor Spaces
 - Letter from the Board of Health Chair, Grey Bruce Health Unit, to the Minister of Health dated August 27, 2019
 - Letter from the Board of Health Chair and Chief Executive Officer, Windsor-Essex County Health Unit, to the Minister of Health and Long-Term Care dated July 2, 2019
- e. 2019 Ministry of Health Grant
 - Letter from the Minister of Health to the Board of Health Chair, Public Health Sudbury & Districts dated August 20, 2019

- f. Support for a National School Food Program
 - Letter from the Board of Health Chair, Peterborough Public Health, to the Prime Minister of Canada and to the Leaders of the People’s Party of Canada, Bloc Québécois, Green Party of Canada, Conservative Party of Canada and the New Democratic Party of Canada dated July 19, 2019
- g. Leave the Pack Behind Funding
 - Letter from the Board of Health Chair, Peterborough Public Health, to the Minister of Health dated July 17, 2019
- h. Health Promotion as a Core Function of Public Health
 - Letter from the Board of Health Chair, Southwestern Public Health, to the Minister of Health dated July 8, 2019
 - Letter from the Board of Health Chair and Chief Executive Officer, Windsor-Essex County Health Unit, to the Minister of Health and Long-Term Care dated July 2, 2019
 - Letter from the Board of Health Chair, Haliburton, Kawartha, Pine Ridge District Health, to the Minister of Health and Long-Care and Deputy Premier of Ontario dated June 20, 2019
- i. Low Income Dental Program for Seniors
 - Letter from the Board of Health Chair, Leeds, Grenville & Lanark District Health Unit, to the Deputy Minister and Minister of Health dated July 4, 2019
- j. Children Count Task Force Recommendations
 - Letter from the Board of Health Chair, Peterborough Public Health, to the Minister of Children, Community and Social Services, Minister of Education and the Minister of Health and Long-Term Care dated June 25, 2019
- k. Thank You Letter to Northern Ontario School of Medicine
 - Letter from Dr. Sutcliffe to the outgoing Dean and CEO, Northern Ontario School of Medicine dated June 24, 2019
- l. Return on Investment – Early Childhood Development
 - Letter from the Board of Health Chair the Medical Officer of Health, Middlesex-London Health Unit, to the Co-Chairs, Public Health Early Years Group dated June 24, 2019
- vi) Items of Information
 - a. alPHa Information Break

July 3, 2019
 August 6, 2019
 - b. Ministry of Municipal Affairs and Housing
 News Release *Ontario Government Working in Partnership with Municipalities*

August 20, 2019
 - c. Canadian Heritage News Release Supporting
 Multi-Culturalism Initiatives Across Ontario

September 7, 2019

d. alPHa Fall Symposium 2019

- Save the date flyer
- Draft program
- Board of Health Section meeting draft agenda

A question was entertained regarding Public Health Sudbury & Districts protocol and comparative numbers relating to exceedances in drinking water lead levels at local schools. It was also clarified that follow-up work is underway as it relates to the Code of Conduct motion passed with friendly amendments at the June 2019 Board meeting.

30-19 APPROVAL OF CONSENT AGENDA

MOVED BY MASSICOTTE – BRADLEY: THAT the board of health approve the consent agenda as distributed.

CARRIED

6. NEW BUSINESS

i) Public Health Heroes – Recognition Awards Program

- Briefing Note from the Medical Officer of Health and Chief Executive Officer dated September 12, 2019

Per Board motion 36-14, a Public Health Champion Award was launched in 2015 to recognize community organizations and individuals whose work fosters and promotes the health of our communities. The Award has since been presented on three separate occasions.

The Public Health Champion Award program was recently reviewed and a new Public Health Heroes – Recognition Awards program is proposed with the goal of:

- recognizing community members for their everyday contributions to the health of our communities and, ultimately,
- increasing the profile of public health as recommended by the Board during the 2017 and 2018 Strategic Plan engagement sessions.

There will be no pre-selection of themes or topics. A call out for nominations will be issued internally twice yearly, and nominations will be reviewed, and recipients selected, by the Senior Management Executive Committee. Recipients will be recognized for their everyday contributions to public health in the spring and fall of each year beginning in November 2019.

The Public Health Heroes will be profiled at Board of Health meetings in the spring and fall each year and will also be profiled via media release and/or social media throughout the year. All Public Health Heroes will receive a certificate of recognition.

The new format of the award will allow for more individuals, or organizations, to be recognized for the big and small things they do to help make our communities healthy. It will also empower program staff to recognize community members and partners for the work that they do.

It was noted that there are low costs for the program and profiling would be at Board meetings and through social media. The program could be reassessed over time. It was concluded that Board of Health members will also be provided the opportunity to submit nominations.

31-19 PUBLIC HEALTH HEROES – RECOGNITION AWARDS PROGRAM

MOVED BY HAZLETT – CRISPO: THAT the board of health for Public Health Sudbury & Districts rescind motion #36-14; and

FURTHER THAT the Board of Health approve the Public Health Heroes – Recognition Awards program to recognize the individuals and organizations whose everyday contributions help make our communities healthy; and

FURTHER THAT the Board of Health direct the Medical Officer of Health to operationalize the Awards program.

CARRIED

ii) Racial Equity Action Framework

- Briefing Note from the Medical Officer of Health and Chief Executive Officer dated September 12, 2019
- Racial Equity Action Framework

Board of Health motion #23-18: Addressing Anti-Racism for Improved Health Equity, directed the Medical Officer of Health to engage in a collaborative process to develop an Anti-Racism Action Plan informed by the provincial strategic plan, for the Board's approval. Today's motion recommends the Board of Health's endorsement of the Racial Equity Action Framework that will guide efforts of Public Health Sudbury & Districts to address racism for improved health equity. Dr. Sutcliffe recognized staff for their inclusiveness and extensive work.

Questions and comments were entertained. The Board Chair commended staff for the briefing notes that come forward to the Board as they are brief, informative, and explicitly link to the strategic priorities.

32-19 RACIAL EQUITY ACTION FRAMEWORK FOR IMPROVED HEALTH EQUITY

MOVED BY HAZLETT – CRISPO: WHEREAS the Board of Health is committed to ensuring all people in Sudbury and Manitoulin districts have equal opportunities for health;

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

WHEREAS in 2018 the Board of Health declared its commitment to anti-racism by directing the Medical Officer of Health to engage in a collaborative process to develop a framework informed by the provincial Anti-Racism Strategic Plan to guide the organization's efforts; and

WHEREAS a collaborative process has been undertaken to develop an action framework to guide the organization's efforts to decrease racial health inequities;

THEREFORE BE IT RESOLVED THAT the Board of Health for Public Health Sudbury & Districts endorse the Racial Equity Action Framework, September, 2019.

CARRIED

- iii) **Annual Board of Health Self-Evaluation**
 - 2019 Board Self-Evaluation Questionnaire

The annual Board of Health self-evaluation survey is to be completed by October 22 and anonymous results will be shared with the Board at the November Board meeting. Board members were given the opportunity to complete the annual survey; however, the electronic survey through BoardEffect was currently not working properly. The Board Secretary will follow-up and advise Board members once the survey App is working properly.

7. ADDENDUM

33-19 ADDENDUM

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

CARRIED

DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

i) Ministry of Health News Release re vaping dated September 18, 2019

The Deputy Premier and Minister of Health has announced that, under the Health Protection and Promotion Act, Ontario public hospitals are now required to provide the Chief Medical Officer of Health with statistical, non-identifying information related to incidences of vaping-related severe pulmonary disease to identify evidence-based solutions that protect youth from the potential dangers of vaping. The impact of this provincial level reporting on local public health follow up are not yet known.

ii) Letter from alPHA Board President to the Executive Lead, Public Health Modernization, Alison Blair, dated September 16, 2019

The Ministry of Health has appointed Allison Blair, Assistant Deputy Minister of Emergency Health Services, as the Executive Lead for the Public Health Modernization. The Ministry of Health has not yet appointed the Public Health Modernization Special Advisor as first announced by the Minister of Health at the August AMO meeting and the anticipated consultation process is still pending.

iii) alPHA Information Break dated September 13, 2019

The newsletter outlines the latest public health news across the province.

i) Letter from the Deputy Minister, Ministry of Health to the Health Sector Partners dated September 12, 2019

The Ministry of Health's organizational restructuring was shared. It is expected that the Executive Lead for the Public Health Modernization would provide support to the Special Advisor once appointed.

8. IN CAMERA

34-19 IN CAMERA

MOVED BY PILON – THAIN: THAT this Board of Health goes in camera to deal with personal matters involving one or more identifiable individuals, including employees or prospective employees and to deal with labour relations or employee negotiations.
Time: 2:11 p.m.

CARRIED

9. RISE AND REPORT

35-19 RISE AND REPORT

MOVED BY SIGNORETTI – BRADLEY: THAT this Board of Health rises and reports.
Time: 3:16 p.m.

CARRIED

It was reported that two agenda items relating to personal matters involving one or more identifiable individuals, including employees or prospective employees and to deal with labour relations or employee negotiations were discussed for which the following motion emanated:

36-19 APPROVAL OF MEETING NOTES

MOVED BY SIGNORETTI – BRADLEY: THAT this Board of Health approve the meeting notes of the June 20, 2019, Board in camera meeting and that these remain confidential and restricted from public disclosure in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act.

CARRIED

10. ANNOUNCEMENTS / ENQUIRIES

A risk management workshop is scheduled for Board of Health members on Thursday, October 17, 2019, from 9:30 a.m. until noon in the Ramsey Room.

Board members who have not completed the yearly mandatory Baby Friendly Initiative and emergency training are asked to contact R. Quesnel.

Board members will be advised via email once the BoardEffect survey App is fixed in order to complete the annual Board of Health self-evaluation survey and today's meeting survey.

Board members were informed that, with the upcoming federal election on October 21, Public Health Sudbury & Districts is developing material to inform the public and election candidates about key issues of public health importance. The Health Matters campaign is planned to launch the week of September 30 and will feature website content, social media messaging, and an election primer that will be distributed to all Federal Electoral candidates representing communities in our service area.

11. ADJOURNMENT

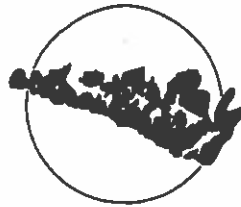
37-19 ADJOURNMENT

MOVED BY THAIN – BRADLEY: THAT we do now adjourn. Time: 3:20 p.m.

CARRIED

(Chair)

(Secretary)



MANITOULIN PLANNING BOARD

40 WATER STREET - UNIT 1 - P.O. BOX 240 - GORE BAY - ONTARIO - P0P 1H0
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RECEIVED
OCT 03 2019

September 25, 2019

MINUTES OF PLANNING BOARD MEETING - September 24th, 2019

At a Meeting of the Manitoulin Planning Board, held in the Board Room at the Planning Board Office, Gore Bay, Ontario, on Tuesday, September 24th, 2019, the following Members of Planning Board were present:

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

Regrets: I. Anderson, D. Ham, L. Addison

Also in attendance was:

T. Sasvari, reporter, Manitoulin West Recorder.

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

The Meeting was called to Order at 7:10 P.M. after the Public Meeting, 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 July 30th, 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 K. Noland and seconded by D. Head that the Order of Business be adopted
- Carried.

2. MINUTES OF PREVIOUS BOARD MEETING - July 30th, 2019

The Chair announced that the Minutes of the Board Meeting held July 30th, 2019 had been circulated to all Board Members and requested that any errors or omissions be stated.

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

BUSINESS ARISING FROM THE MINUTES OF THE PREVIOUS BOARD MEETING - July 30th, 2019

There was none.

3. VARIABLE EXPENDITURES

There were no questions of the variable expenditures as circulated..

MOTION

It was moved by K. Noland and seconded by E. Russell that the variable expenditures be accepted as presented.
- Carried.

4. a) PRESENTATION OF APPLICATIONS FOR CONSENT

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

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

Minutes of Board Meeting
September 24th, 2019

4.b) PRESENTATION OF APPLICATION FOR AMENDMENT TO ZONING BY-LAW NO: 96-01

File No.: 96ZBL-19-001
Owner: 1161953 Ontario Limited
Agent: David Lloyd
Location: Lot 9 and Part Lot 10, Conc. VIII
(#24292 Hwy 540)
Township of Dawson
District of Manitoulin

A Zoning Amendment Application was received from David Lloyd on behalf of 1161953 Ontario Limited to permit two portable storage containers located without permit, within the subject land in an Agriculture (A) Zone.

Zoning By-law No. 96-01 does not have a definition for "portable storage container" and does not permit them anywhere in the Unincorporated Townships of Dawson or Robinson. Therefore, an amendment is required.

This ±78.6 Hec. lot, which fronts on Hwy No. 540, consists of Lot 9, Conc. VIII, an originally surveyed township lot and Lot 10, Conc. VIII excepting a ±1.4 Hec. existing residential lot of record located at the south west corner of Lot 10. The applicant has owned this land for five years and has advised that he has a tenant farmer that farms about 45 acres. There is a seasonal dwelling, a garage, a woodshed, a sugar shack and a storage shed located within this land. A Letter of Conformity Permit, No. LC07/15, was issued for the seasonal dwelling in 2015. The other structures existed within the property prior to 2015; prior to the owner obtaining the property. The two portable storage containers have been located on the property without permit. An Amendment application has been submitted to correct a violation to Zoning By-law No. 96-01, and if approved, will permit the two containers to be used for storage purposes, accessory to a dwelling.

The application was circulated on July 9th, 2019 to the United Chiefs and Councils of Mnidoo Mnising (UCCMM) and the Wiikwemkoong Unceded Territory as per Official Plan Policy F.5 - Consultation and Engagement.

The application was also circulated on August 28, 2019 to the Township of Dawson Local Roads Board, Ontario Power Generation, Metis Nation of Ontario and the Rainbow and District School Board and to all property owners within 120 metres as required by Ontario Regulation 545/06.

There have been no concerns or objections received from the property owners or agencies circulated.

Lee McDonald, Secretary-Treasurer for the Township of Dawson Local Roads Board advised via email on September 19th, 2019 that the LRB have no issues with the storage containers being used.

The subject land has an existing entrance from Hwy No. 540, #24292, a provincially maintained highway.

Services consist of private well and private individual septic system.

Fire Protection is not available as there is no Volunteer Fire Department.

Garbage disposal is available at the Dawson Dump Site.

The land subject to this proposal will remain designated as being within a Rural Area. All Official Plan Policies applicable thereto will continue to apply.

The subject land is within an Agriculture (A) Zone and Conservation (02) Zone. While the subject land is identified as having some Class 2 and 3 soils, it is not considered to be prime agriculture land and the location of the two containers appears to not have any impact on the limited agricultural use.

It is proposed that the following definition will be added to Zoning By-law No. 96-01:

STORAGE CONTAINER, PORTABLE shall mean a container, also known as a shipping container used for transportation of goods by air, sea or land. For the purposes of this By-law a Portable Storage Container shall be considered to be a structure or building and are to be used for storage purposes only and not for human or animal habitation.

Minutes of Board Meeting
September 24th, 2019

4.b) PRESENTATION OF APPLICATION FOR AMENDMENT TO ZONING BY-LAW NO: 96-01
File No. 96ZBL-19-001 - continued

This amendment proposal is considered to be in conformity with the Provincial Policy Statement (PPS) 2014 and appears to conform to policy 1.1.6.1., which states:

'In rural areas located in a territory without Municipal organization, the focus of development activity shall be related to the sustainable management or use of resources and resource-based recreational uses (including recreational dwellings).'

The required Public Meeting was held on Tuesday, September 24th, 2019 at 7:00 p.m. in the Board Room of the Manitoulin Planning Board. There was no one in attendance at the Public Meeting to speak on behalf of or opposition to the application. There were no written submissions received.

Providing there are no extenuating circumstances or additional information to be considered, there would appear to be no expected adverse effects according to information available.

The following By-law was also read:

BY-LAW NO. 2019-002

Being a By-law of the Manitoulin Planning Board to amend By-law 96-01, the comprehensive Zoning By-law for the Townships of Dawson, Robinson, and Mills.

Whereas the Manitoulin Planning Board has been granted the authority by Ontario Regulation 159/96 deeming Ontario Regulation 672/81, a Minister's Zoning Order, to be and to always have been a By-law of the Manitoulin Planning Board under Section 34 of the Planning Act.

And Whereas the Manitoulin Planning Board has ensured that adequate information has been made available to the public and has held at least one (1) public meeting after due notice for the purpose of informing the public of this By-law.

And Whereas the Manitoulin Planning Board deems it desirable to amend By-law No. 96-01 as amended.

Now Therefore, the Manitoulin Planning Board enacts the following:

- (1) Despite Section 5.(2) permits two portable storage containers (2.4 m. x 6.1 m. each) defined as:

STORAGE CONTAINER, PORTABLE shall mean a container, also known as a shipping container used for transportation of goods by air, sea or land. For the purposes of this By-law a Portable Storage Container shall be considered to be a structure or building and are to be used for storage purposes only and not for human or animal habitation;

to be located having a minimum front yard setback of 161.5 m. and a minimum easterly side yard setback of 358 m., accessory to the existing uses in an Agriculture (A) Zone within land described in Subsection (2);

- (2) Subsection (1) applies to that parcel of land in the geographic Township of Dawson, in the District of Manitoulin, described as Lot 9 and Part Lot 10, Conc. VIII, located at #24292 Hwy 540, as registered in the Land Registry Office for the Registry Division of Manitoulin (31).
- (3) That it is hereby certified that this amending By-law is in conformity with the Official Plan for the Manitoulin Planning Area.
- (4) Schedule "A" hereto attached shall be considered to be part of this By-law.
- (5) This By-law shall come into force and take effect on the date of its final reading subject to the expiration of the 20 day appeal period, provided in Section 34(19) of the Planning Act and subject to the approval of the Ontario Municipal Board where objections to this by-law are filed with the Secretary-Treasurer of Planning Board.

Discussion regarding the proposed amendment resulted in the following motion:

MOTION

It was moved by L. Hayden and seconded by D. Osborne that By-law No. 2019-002 be approved.
- Carried.

Minutes of Board Meeting
September 24th, 2019

5. GENERAL, REGULAR AND NEW BUSINESS

i) Proposed Validation of Title - Lot 1, Conc. V - Township of Billings

The Secretary-Treasurer informed the Board that she had received an application for Validation of Title, however additional information is pending from the applicant and at this time the application is not considered a complete application, ready for the Board's consideration.

ii) Request to be Heard - Part Lot 10, Conc. VII - Township of Dawson

The Secretary-Treasurer explained that Mr. and Mrs. Pichette had provided her with two letters, which were attached to the Board Agenda. An application for Amendment to Zoning By-law No. 96-01, Township of Dawson, had been received from Mr. and Mrs. Pichette, requesting support from the Board to permit the travel trailer to remain on the property as a temporary use for up to three years until they build a seasonal dwelling. Four options were discussed:

- A) permit the travel trailer to remain on the property for three years;
- B) permit the trailer to remain on the property for less than three years;
- C) permit the conversion of the travel trailer to a seasonal dwelling by having it placed on permanent concrete foundation with running gear and towing mechanism removed, which it has been supported in the past; or
- D) permit the travel trailer to be located on the property only while the seasonal dwelling is under construction, permitted by By-law No. 96-01, Section 20. 'Temporary Uses Permitted'.

The Board Members expressed concern with the type of sewage system and water supply the travel trailer and/or seasonal dwelling may have; the enforcement of the location and/or removal of the travel trailer; the location and/or removal of the three sheds and the length of time the trailer has already been on the property.

Discussion resulted in the following motion:

MOTION

It was moved by R. Brown and seconded by E. Russell that the request for the Board's support for Temporary Use By-law be supported to permit one travel trailer to be used and located within land described as the westerly part of Lot 10, Conc. VII (Loon Lake Road), Township of Dawson for a maximum of two years and that a Letter of Conformity Permit Application be submitted by Mr. and Mrs. Pichette to the Planning Board with the Application Fee of \$100.00.
- Carried unanimously.

iii) Letter of Conformity - Lot 12, Conc. VIII, Township of Dawson

The Secretary-Treasurer informed the Board that she had conducted a site visit of the property and Mr. and Mrs. Conlon have moved the accessory structures to be located behind the seasonal dwelling which brought their property into conformity with Zoning By-law No. 96-01 and that she had issued a Letter of Conformity Permit, File No. LC09/19.

iv) Consent File No's. B06-16 and B07-16

The Secretary-Treasurer reported to the Board that she had received an email from Ms. Austin that the Boundaries Act Hearing started on September 19th, 2019 and that no Decision had been made as of yet. Ms. Austin will advise of the results when received, which is expected in the next three or four weeks.

v) Cockburn Island - Requested Report

Attached to the July 30th, 2019 Board Agenda was correspondence received from the Township of Cockburn Island. A request of the Planning Board (from that meeting) was that R. Brown, Board Member for Cockburn Island, express the Board's comments to Cockburn Island Council regarding resolution No. 19-05-04 a report back to the Board at the next Board Meeting.

Mr. Brown reported to the Board that he had a discussion with Cockburn Island Council regarding the resolution and the Board's comments/concerns with the resolution. The concerns were raised on behalf of private landowner(s) and the Township, and that although no apology was forthcoming they did agree that it was important to work together with the Planning Board.

Board Member, K. Noland, asked the Secretary-Treasurer if anyone had reviewed the Cockburn Island Consent to Sever Application, File No. B16-18. She reported that no one had asked to review the file.

vi) Bill 108

Attached to the Board Agenda was a summary of the new changes to the Planning Act and Regulations the More Homes, More Choice Act, previously known as Bill 139. Jake Diebolt, GIS reviewed the attachment summary with the Board. The attachment will be tabled for future reference.

Minutes of Board Meeting
September 24th, 2019

5. vii) Natural Heritage System

The Secretary-Treasurer informed the Board that an Information Session had been held at the Mindemuncie Community Centre on Wednesday, August 21st, 2019 from 7:00 p.m. until 9:00 p.m. regarding the preparation of a Natural Heritage System (NHS) for Manitoulin Island.

Notices had been placed in both local papers, posted on the Planning Board website and the office door. Emails had been sent to all Board Members, all Municipal Clerks, the UCCMM, The Wiikwemkoong Unceded Territory and to the MMAH requesting that the notice be forwarded on to others that may have an interest.

There were only seven people present at the information session, which included two staff members, three Board Members, one member from the Public and one newspaper reporter. Although the attendance was small, those in attendance expressed that the presentation and mapping was interesting.

viii) Lake Kagawong

Attached to the Board's Agenda was a copy of a DRAFT letter addressed to Kay Grant, Ministry of Municipal Affairs and Housing (MMAH) as requested by the Board at the July 30th, 2019 Board Meeting, Re: data and recommendation regarding Lakeshore Development Capacity and Lake Kagawong. The letter is to be reviewed and further discussion is to be had at the next Board Meeting.

ix) Ministry of Municipal Affairs and Housing (MMAH) Workshop - Sudbury, Ontario

The Secretary-Treasurer reported that she had attended a workshop in Sudbury on September 11th, 2019 hosted by the Ministry of Municipal Affairs and Housing. The topics included lot mergers and how to avoid the planning for RV/Trailers, tiny houses for affordable housing options, zoning considerations when updating zoning by-laws, short term rentals, and the PPS 2014 update. The workshop was very informative and she thanked the Board for the opportunity to attend.

She handed out a placemat received at the workshop with proposed policy changes to the Provincial Policy Statement (PPS) 2014 and explained that a website link was included for additional information and a consultation period for comments closes October 21, 2019.

The general consensus of the Board was that they would review the website and information provided, and will advise the Secretary-Treasurer of any comments or concerns they may have before October 21, 2019.

x) Planning Administration Funding Grant - Unincorporated Townships

The Secretary-Treasurer informed the Board that the allocation of \$16,073.00 for Planning Board Funding from the Ministry of Municipal Affairs (MMA), for the delivery of planning services in the unincorporated townships of Robinson and Dawson, requires Planning Board to execute a legal agreement with MMA which summarizes the terms, conditions, and reporting requirements in relation to the grant. MMA requires the Board to adopt a resolution authorizing the execution of the legal agreement.

The following motions resulted.

MOTION

It was moved by L. Hayden and seconded by R. Brown that the Manitoulin Planning Board authorizes Cheryl R. Stephens and Secretary-Treasurer T. Carlisle to execute the funding agreement for the allocation of \$16,073.00 to the Manitoulin Planning Board for the delivery of planning services in the unincorporated townships of Robinson and Dawson.
- Carried Unanimously.

MOTION

It was moved by L. Hayden and seconded by R. Brown that BE IT RESOLVED the motion be adopted and read.
- Carried Unanimously.

Discussion also resulted in the following motion:

MOTION

It was moved by D. Osborne and seconded by E. Russell that the Secretary-Treasurer requests an increase in the allocation amount for Planning Board Funding from the Ministry of Municipal Affairs (MMA) for the delivery of planning services in the unincorporated townships of Robinson and Dawson, as the amount of \$16,073.00 has remained the same since 2009.
- Carried Unanimously.

Minutes of Board Meeting
September 24th, 2019

PRESENTATION OF APPLICATION FOR CONSENT TO SEVER

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

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

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

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

		<u>Moved By</u>	<u>Seconded By</u>
1.	B11-19	L. Hayden	D. Head
2.	B12-19	D. Head	K. Noland
3.	B13-19	K. Noland	R. Brown
4.	B14-19	E. Russell	D. Head

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

Minutes of Board Meeting
September 24th, 2019

Application File No.: B11-19 No. of Members Present: 7
Date of Decision: September 24, 2019
Location of Property: Part Lots 13, 14 and 15, Conc. XI, including Part 1, Plan 31R-2639, Township of Sandfield, Municipality of Central Manitoulin, District of Manitoulin

DECISION

The purpose of this application made under Section 53(1) of the Planning Act by Betty M.D. Lougheed (Sci) is to provide for the creation of a new lot having a frontage of ± 269.9 M. on Franks Road East, a maintained municipal road, and an average depth of ± 555.5 M., thereby containing an area of ± 4.0 Hec. There are structures on this land.

The land to be retained has frontages of ± 769.5 M. on Silver Bay Road and $\pm 1,822$ M. on Franks Road, both maintained municipal roads, and an irregular depth of $\pm 1,569$ M., thereby containing an area of ± 43 Hec. The applicant's dwelling, garage, barn, and two (2) accessory structures are located within this land. According to the applicant the barn is old and is no longer used as it has collapsed.

According to the application the proposed severed land is a long narrow, irregular shaped lot that makes impracticable for agriculture use and the view of Lake Manitou enhances the potential for rural residential use. Ms. Lougheed was advised that a zoning amendment to prevent any new development within 300 metres of Lake Manitou, a designated "At Capacity" lake, would be required as a condition of the consent approval.

This application was circulated on July 9th, 2019 to the United Chiefs and Councils of Mnidoo Mnis (UCCMM) and the Wiikwemkoong Unceded Territory as per Official Plan Policy F.5 - Consultation and Engagement.

Saul Bomberly, UCCMM, advised via email on July 10th 2019 that upon review of the application they have no comments to be submitted at this time.

The Wiikwemkoong Unceded Territory have not provided any comments or concerns with the application requested additional time to do so.

Access for the severed land will be via Franks Road, a maintained municipal road. The retained land has an existing entrance from Silver Bay Road, #695, a maintained municipal road.

Services for the retained land consist of private individual septic system and private well. Services will consist of a private individual septic system and private well for the severed land when required. The Sudbury & District Health Unit advised they have no concerns and that it appears that the proposed severed and retained lots are capable of development for installation of a septic tank and leaching bed system.

The subject land has been designated Shoreline Area and Rural Area and zoned Shoreline Residential (S) Rural (R) and Agriculture (A). Residential uses are proposed for the severed land and farm related residential uses are proposed to continue for the retained land.

The Ministry of Agriculture and Food and Rural Affairs have advised as follows:

'In parts of Ontario where traditional row crop and livestock operations are common (such as the Manitoulin area), generally 40 hectares is the recommended minimum parcel size. This would be applicable to both the severed and the retained parcel.'

'Creating farm parcels that are too small limits future agricultural opportunities and can discourage ongoing farming. By maintaining relatively larger parcels, it gives farmers the flexibility to adapt and expand and change their operations as markets and technology change.'

Soil classifications of 3 and 4 are identified within the subject land. However, has not been identified as Prime Agricultural Land by the Ministry of Agriculture, Food and Rural Affairs (OMAFRA). Due to the size of the severed (± 4.0 Hec.) and retained (± 43 Hec.) parcels this proposal appears to have no negative impact on agricultural viability.

Lake Manitou has been designated as an "At Capacity" Lake in the Official Plan for the District of Manitoulin and the province is to be consulted when new development is proposed.

Carrie Hutchison, Environmental Assessment Coordinator-Environmental Planner, Ministry of the Environment, Conservation and Parks (MECP) was contacted to review the severance proposal due to development within 300 metres of Lake Manitou, a designated "At Capacity" Lake. She advised that a development proposal is required to be consistent with the Provincial Policy Statement (PPS) 2014 and the Official Plan for the District of Manitoulin and that MECP will not conduct a review of the application.

Minutes of Board Meeting
September 24th, 2019

Application File No. B11-19 - continued
September 24, 2019

Julie McFarling, District Planner, Ministry of Natural Resources and Forestry (MNRF) was contacted to review the severance proposal due to the development within 300 metres of Lake Manitou, a designated Lake Trout Lake. She advised via email that MNRF does not wish to provide any comments in support of or non-support of the development proposal. MNRF have provided comments on previous severance applications on Lake Manitou and have been supportive of a Zoning Amendment as part of the severance approval that there be no new development within 300 metres of Lake Manitou. This approach is considered to be in conformity with the Provincial Policy Statement (PPS) 2014 and the Official Plan for the District of Manitoulin.

From information available the subject proposal does not appear to have any natural heritage features or species at risk (SAR) concerns.

This application was circulated on September 4th, 2019 to the Municipality of Central Manitoulin and to property owners within 60 metres and by the posting of a notice, clearly visible and legible from a public highway or other place to which the public has access, as required by Ontario Regulation 197/96.

The Municipality did not advise of any concerns and recommended that Consent be granted.

Gerry Cooper, landowner to the north, Plan RR30, via email on September 13, 2019 requested a copy of decision of Planning Board. There have been no other inquiries or concerns received as a result of circulation to property owners within 60 metres or the posting of the notice. No written concerns have been received.

There was no one in attendance who wished to speak in support or opposition to the application.

Consent is tentatively granted subject to the following conditions:

The following documents must be submitted to the Secretary-Treasurer of the Board within one year from the date of the notice of decision for certification:

- a) the Transfer of Land form(s) prepared by a solicitor/lawyer, and
- b) a Schedule to the Transfer of Land form on which is set out the entire legal description of parcel(s), given conditional approval. This Schedule must also contain the names of the parcels indicated on the Transfer of Land form.

Accompanying the transfer documents shall be:

- i) a reference plan of survey, which bears the Land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel(s), to which the consent to severance approval relates;
- ii) a written confirmation from the municipality that should any portion of a travelled road, which is maintained by the municipality encroach on the subject land, that portion shall be surveyed and conveyed to the Municipality satisfactory to the Municipality;
- iii) a copy of an approved amendment to Zoning By-law 2002-07 rezoning the northerly part of the severed land within 300 metres setback from Lake Manitou as identified on a registered plan of survey to Planned Development (PD) Zone;
- iv) a fee of \$125.00 for each Transfer of Land submitted for Certification; and
- v) a written confirmation from the municipality that all outstanding municipal taxes have been paid.

Note: Subsection 3 or 5, as the case may be, of Section 50 of the Planning Act shall not apply to any subsequent conveyances of or in relation to the parcel of land being the subject of this application.

Note: Any shoreline improvements shall be done only with the consultation of The Ministry of Natural Resources and Forestry (MNRF), the Department of Oceans and Fisheries of Canada (DFO), and the Municipality.

Minutes of Board Meeting
September 24th, 2019

Application File No.: B12-19 No. of Members Present: 7
Date of Decision: September 24, 2019
Location of Property: Lot 3 and Part Lots 4 and 5, Conc. VI, Township of Robinson, District of Manitoulin

DECISION

The purpose of this application made under Section 53(1) of the Planning Act by Nicole Fae Hinds is to provide for the creation of a new lot having a frontage of ± 461 M. on Hwy No. 540, a provincially maintained Highway, and an average depth of ± 291.5 M., thereby containing an area of ± 8.0 Hec. According to the application there is a dwelling and accessory shed located on this land. The applicant proposeS to offer this land for sale for residential uses.

The land to be retained has frontages of ± 674 M. on Hwy No. 540, a provincially maintained Highway and ± 402 M. on Elizabeth Bay Road, a maintained township road and an average depth of ± 599.5 M., thereby containing an area of ± 78 Hec. There are no structures on this land.

By Amendment File No. 51Z/445/77, approved by the Ministry of Housing in 1977, the previous land owner was permitted a single family cottage within Lot 4, Conc. VI, being the land proposed to be severed.

The subject land has been designated Rural Area and zoned Rural (R) and Agriculture (A). Residential uses are proposed to continue.

Services for the severed land consist of private individual septic system and private well. Services for the retained land will consist of private individual septic system and private well when required.

The Sudbury and District Health Unit advised they have no concerns and that it appears that the proposed severed and retained lots are capable of development for installation of a septic tank and leaching bed system.

Access for the severed land is via an existing entrance from Hwy 540, (#19032), a provincially maintained Hwy. Access for the retained land is via Hwy No. 540, a provincially maintained Highway and Elizabeth Bay Road, a maintained township road.

Following consultation with the Ministry of Transportation, as part of the preliminary review, the following comments were received from Carla Riche, Corridor Management Planner, via email on August 21, 2019:

The Ministry of Transportation (MTO) would have no objections to the proposed severance subject to the following.

1. *The existing residential entrance for the severed lot will not be permitted to be upgraded to commercial use in the future, however the existing residential entrance will be permitted to continue.*
2. *For the retained direct highway access will not be permitted, access must be via the municipal/side roads at least 85m from the Highway 540 intersection. Direct highway access for future severances without municipal/side road frontage may be considered following MTO review.*
3. *The property is located within the Ministry of Transportation's (MTO) Permit Control Area, as such MTO permits may be required:*
 - a. *MTO Building/Land Use permit(s) are required for any proposed buildings, wells or septic systems, etc. located within 45 meters of the MTO right-of-way (ROW) limits or within 180 metres of any intersection along Highway 540.*
 - b. *MTO Entrance permit(s) are required prior to the construction of any new entrances or to reflect any changes in land use or ownership.*
 - c. *MTO Sign permit(s) are required for the placement of any signs within 400 m of the limit of the highway.*
 - d. *The applicant should contact Mr. Desmond Grant, Corridor Management Officer, at our Sudbury office by phone at 705-564-7707 or by e-mail at Desmond.Grant@ontario.ca for further information with respect to MTO permitting and setback requirements. MTO permits can be obtained by applying online at <https://www.hcms.mto.gov.on.ca/>.*

If you have any questions the above please me contact me'.

The MTO comments were copied to H. McLaughlin, agent for the application, on August 29th, 2019.

Minutes of Board Meeting
September 24th, 2019

Application File No. B12-19 - continued
September 24th, 2019

There is a small pocket of land identified as a potential Wildland Fire Hazard, located to the north east of the proposed severed land, within Lots 3 and 4, Conc. VI.

The Provincial Policy Statement (PPS) 2014 states under Section 3.1.8:

'Development shall generally be directed to area outside of lands that are unsafe for development due to the presence of hazardous forest types for wildland fire.'

'Development may however be permitted in lands with hazardous forest types for wildland fire where the risk is mitigated in accordance with wildland fire assessment and mitigation standards.'

Due to the location and size of the proposed lot(s) and from information and satellite imagery available identifying areas of heavy tree cover, there appears to be sufficient land to provide building envelopes with appropriate separation distances outside the area of influence that would conform to the Natural Heritage Policies of the Provincial Policy Statement (PPS) 2014.

This proposal is considered to be in conformity with the PPS 2014.

This application was circulated on September 4th, 2019 to the Robinson Local Roads Board and to all property owners within 60 metres and by the posting of a notice, clearly visible and legible from a public highway or other place to which the public has access, as required by Ontario Regulation 197/96.

The Secretary-Treasurer for the Robinson Local Roads Board advised that they have no concerns with the application as proposed.

There have been no inquiries or concerns received as a result of circulation to property owners within 60 metres or the posting of the notice.

There was no one in attendance who wished to speak in support or opposition to the application.

Consent is tentatively granted subject to the following conditions:

The following documents must be submitted to the Secretary-Treasurer of the Board within one year from the date of the notice of decision for certification:

- a) the Transfer of Land form(s) prepared by a solicitor/lawyer, and
- b) a Schedule to the Transfer of Land form on which is set out the entire legal description of the parcel(s) given conditional approval. This Schedule must also contain the names of the parties indicated on the Transfer of Land form.

Accompanying the transfer documents shall be:

- i) a reference plan of survey, which bears the Land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel(s) to which the consent to sever approval relates;
- ii) a written confirmation from the Ministry of Transportation (MTO) that an Entrance Permit Application for change of ownership has been received and is satisfactory to MTO;
- iii) a fee of \$125.00 for each Transfer of Land submitted for Certification; and
- iv) a written confirmation from the municipality that all outstanding municipal taxes have been paid.

Note: Subsection 3 or 5, as the case may be, of Section 50 of the Planning Act shall not apply to any subsequent conveyances of or in relation to the parcel of land being the subject of this application.

Note: Due to the potential Wildland Fire Hazard identified, building restrictions may apply.

Minutes of Board Meeting
September 24th, 2019

Application File No.: B13-19 No. of Members Present: 7
Date of Decision: September 24, 2019
Location of Property: Part Lot 12 and Lot 13, Conc. V, Township of Carnarvon, Municipality of Central Manitoulin, District of Manitoulin

DECISION

The purpose of this application made under Section 53(1) of the Planning Act by Janice McIntyre, L. Marlene Boyle, and L. Glenn Hallett is to provide for the creation of a new lot having a frontage of ± 46 M. on Lakeshore Road, a maintained municipal road, and an irregular depth of ± 115.5 M., thereby containing an area of ± 2.2 Hec. Part 3, Plan 31R-2407, being part of the proposed new lot, is subject to right-of-way in favour of the lot to the north, surveyed as Part 3, Plan 31R-1143. This proposed new lot is to be conveyed to Janice McIntyre for residential uses. There is a dwelling under construction on this land (building permit no. 2018-39).

The land to be retained, consisting of Part of Lot 12 and Lot 13, Conc. V, has frontages of ± 10.5 M. and ± 402 M. on Lakeshore Road, a maintained township road, and a depth of $\pm 1,005$ M., thereby containing an area of ± 53 Hec. According to the application there is a farm outbuilding located within Lot 13, Conc. V.

There is a simultaneous Application for Consent, File No. B14-19, which proposes a lot addition of Part of Lot 12, Conc. V to be added to an existing lot surveyed as Part 3, Plan 31R-1143 and Part 2, Plan 31R-2407, which is to be conveyed to Marlene Boyle. The two applications, File No's. B13-19 and B14-19, will assist in dissolving joint ownership between the three family members.

Seven previous applications for consent have been granted to the previous owner and four previous applications for consent have been granted to the current owners.

File No. 04-51C-76-1273 provided for the creation of a new lot, surveyed as Part 1, Plan 31R-612;

File No. 04-51C-76-1310 provided for a lot addition, surveyed as Part 1, Plan 31R-614;
File No. B63-81 provided for the creation of a new lot, surveyed as Part 3, Plan 31R-1143;
File No. B64-81 permitted a lot addition of Part 2, Plan 31R-1143 to Part 3, Plan 31R-1143;
File No. B55-87 created two (2) new lots on an infilling basis, surveyed as Parts 1 and 2, Plan 31R-1716;

File No. B23-91 provided for a lot addition of Part 1, Plan 31R-2270 to Part 1, Plan 31R-614 and Instrument No. 20367.

File No. B73-92 provided for a lot addition of Part 2, Plan 31R-2407 to Part 3, Plan 31R-1143, which is together with right-of-way over Part 3, Plan 31R-2407; and

File No. B33-10 provided for a lot addition of Part 1, Plan 31R-3837 to land surveyed as Part 1, Plan 31R-3290;

File No. B03-18 proposed a lot addition to Part 1, Plan 31R-3621 which lapsed when conditions of consent approval were not fulfilled within one year;

File No. B09-19, a resubmission of File No. B03-18, provided for a lot addition of Part 1, Plan 31R-4107 to Part 1, Plan 31R-3621; and

File No. B10-19 provided for a lot addition of Pt. of Part 1, Plan 31R-2407 to an existing ± 1.7 Hec. lot, surveyed as Part 1, Plan 31R-612 containing a dwelling.

The remainder of the shoreline has all been sold prior to subdivision control.

Access is via Lakeshore Road, a maintained municipal road.

Services for the severed land will consist of private individual septic system and private well. A copy of the Sewage System Permit, No. 402-18-SP011, accompanied the application. No new services are proposed for the retained land at this time.

The subject land has been designated Rural Area and Shoreline Area and zoned Agriculture (A) and Shoreline Residential (SR). Prime Agriculture lands are designated within Lot 13, Conc. V, being the southern ± 24 Hec. The existing farm related uses are proposed to continue for the retained land. Residential uses are proposed for the severed land.

There is a fish habitat identified near the south west corner of the retained land, along the shoreline of Lake Mindemoya. It is considered that the habitat, would have no impact on the severance proposal and existing residential uses.

During the preliminary review of the application habitat for Bobolink and Eastern Meadowlark was identified within the subject land. The habitat is not located on the property proposed for severance.

Minutes of Board Meeting
September 24th, 2019

Application File No: B13-19 - continued
September 24, 2019

From information available the subject proposal does not appear to have any effect on natural heritage features or species at risk (SAR). This proposal is considered to be in conformity with the Provincial Policy Statement (PPS) 2014.

This application was circulated on September 5th, 2019 to the Municipality of Central Manitoulin and to all property owners within 60 metres and by the posting of a notice, clearly visible and legible from a public highway or other place to which the public has access, as required by Ontario Regulation 197/96.

The Municipality advised they have no concerns with the application and recommend consent be given with no specific conditions.

There have been no inquiries or concerns received as a result of circulation to property owners and/or the posting of a notice.

There was no one in attendance who wished to speak in support or opposition to the application.

Consent is tentatively granted subject to the following conditions:

The following documents must be submitted to the Secretary-Treasurer of the Board within one year from the date of the notice of decision for certification:

- a) the Transfer of Land form(s) prepared by a solicitor/lawyer, and
- b) a Schedule to the Transfer of Land form on which is set out the entire legal description of the parcel(s), given conditional approval. This Schedule must also contain the names of the parties indicated on the Transfer of Land form.

Accompanying the transfer documents shall be:

- i) a reference plan of survey, which bears the Land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel(s) to which the consent to sever approval relates;
- ii) a written confirmation from the municipality that should any portion of a travelled road, which is maintained by the municipality encroach on the subject land, that portion shall be surveyed and conveyed to the Municipality satisfactory to the Municipality;
- iii) a fee of \$125.00 for each Transfer of Land submitted for Certification; and
- iv) a written confirmation from the municipality that all outstanding municipal taxes have been paid.

Note: Subsection 3 or 5, as the case may be, of Section 50 of the Planning Act shall not apply to any subsequent conveyances of or in relation to the parcel of land being the subject of this application.

Note: Any shoreline improvements shall be done only with the consultation of The Ministry of Natural Resources and Forestry (MNR), the Department of Oceans and Fisheries of Canada, (DFO), and the Municipality.

Note: Planning Board considers the maximum development by Consent on the subject lands has been reached.

Minutes of Board Meeting
September 24th, 2019

Application File No.: B14-19 No. of Members Present: 7
Date of Decision: September 24, 2019
Location of Property: Part Lot 12 and Lot 13, Conc. V, Township of Camarvon, Municipality of Central Manitoulin, District of Manitoulin

DECISION

The purpose of this application made under Section 53(1) of the Planning Act by L. Marlene Boyle, L. Glenn Hallett, and Janice McIntyre is to provide for a lot addition being Pt. of Part 1, Plan 31R-2407 having a frontage of ± 10.5 M. on Lakeshore Road, a maintained township road and an average depth of ± 229 M., thereby containing an area of ± 7.4 Hec. This lot addition is to be added to an existing lot containing a seasonal dwelling, owned by Patrick and Marlene Boyle and Donna Phillips, surveyed as Part 3, Plan 31R-1143 and Part 2, Plan 31R-2407, having a frontage of ± 65.5 M. on Lakeshore Road, a maintained municipal road, and an average depth of ± 106 M. thereby containing an area of ± 0.72 Hec. This lot addition will result in a lot containing a seasonal dwelling having frontages of ± 65.5 M. and ± 10.5 M. on Lakeshore Road, and an average depth of ± 237 M., thereby containing a total area of ± 8.1 Hec. This lot is together with right-of-way over Part 3, Plan 31R-2407.

Ms. Boyle was advised that under the Planning Act a lot addition will not consolidate with a lot that has received consent approval. The previous consent approval is required to be nullified in order for the parcels to consolidate. One way to nullify the previous consent approval would be to convey a one-foot strip of land from Part 3, Plan 31R-1143 along Lakeshore Road to the Municipality. If the Municipality is in favour of the conveyance it could benefit the municipality for road improvement/widening and maintenance and would allow for the consolidation.

The land to be retained, consisting of Part of Lot 12 and Lot 13, Conc. V, has frontages of ± 46 M. and ± 402 M. on Lakeshore Road, a maintained township road, and a depth of $\pm 1,005$ M., thereby containing an area of ± 47.4 Hec. According to the application there is a farm outbuilding located within Lot 13, Conc. V. Part 3, Plan 31R-2407, located within Lot 12, Conc. V is subject to right-of-way.

There is a simultaneous Application for Consent, File No. B13-19, which proposes the creation of a new ± 2.2 Hec. lot, being Part of Lot 12, Conc. V, which is to be conveyed to Janice McIntyre. The two applications, File No's. B13-19 and B14-19, will assist in dissolving joint ownership between the three family members.

Seven previous applications for consent have been granted to the previous owners and four previous applications for consent have been granted to the current owners.

File No. 04-51C-76-1273 provided for the creation of a new lot, surveyed as Part 1, 31R-612;
File No. 04-51C-76-1310 provided for a lot addition, surveyed as Part 1, Plan 31R-614;
File No. B63-81 provided for the creation of a new lot, surveyed as Part 3, Plan 31R-1143;
File No. B64-81 permitted a lot addition of Part 2, Plan 31R-1143 to Part 3, Plan 31R-1143;
File No. B55-87 created two (2) new lots on an infilling basis, surveyed as Parts 1 and 2, Plan 31R-1716;

File No. B23-91 provided for a lot addition of Part 1, Plan 31R-2270 to Part 1, Plan 31R-614 and Instrument No. 20367.

File No. B73-92 provided for a lot addition of Part 2, Plan 31R-2407 to Part 3, Plan 31R-1143, which is together with right-of-way over Part 3, Plan 31R-2407; and

File No. B33-10 provided for a lot addition of Part 1, Plan 31R-3837 to land surveyed as Part 1, Plan 31R-3290;

File No. B03-18 proposed a lot addition of Part 1, Plan 31R-4107 to Part 1, Plan 31R-3621 which lapsed when conditions of consent approval were not fulfilled within one year;

File No. B09-19, a resubmission of File No. B03-18, provided for a lot addition of Part 1, Plan 31R-4107 to Part 1, Plan 31R-3621; and

File No. B10-19 provided for a lot addition of Pt. of Part 1, Plan 31R-2407 to an existing ± 1.7 Hec. lot, surveyed as Part 1, Plan 31R-612 containing a dwelling.

The remainder of the shoreline has all been sold prior to subdivision control.

Access is via Lakeshore Road, a maintained municipal Road and via right-of-way, surveyed as part 3, Plan 31R-2407.

There are no new services required as a result of the application for lot addition.

The subject land has been designated Rural Area and Shoreline Area and zoned Agriculture (A) and Shoreline Residential (SR). Prime Agriculture lands are designated within Lot 13, Conc. V, being the southern ± 24 Hec.

There is a fish habitat identified near the south west corner of the retained land, along the shoreline of Lake Mindemoya. It is considered that the habitat, would have no impact on the severance proposal and existing residential uses.

Minutes of Board Meeting
September 24th, 2019

Application File No: B14-19 - continued
September 24, 2019

During the preliminary review of the application habitat for Bobolink and Eastern Meadowlark was identified within the subject land. The habitat is not located on the property proposed for severance/lot addition and no new development or alteration is proposed. The existing seasonal residential uses are proposed to continue. From information available the subject proposal does not appear to have any effect on natural heritage features or species at risk (SAR). This proposal is considered to be in conformity with the Provincial Policy Statement (PPS) 2014.

This application was circulated on September 5th, 2019 to the Municipality of Central Manitoulin and to all property owners within 60 metres and by the posting of a notice, clearly visible and legible from a public highway or other place to which the public has access, as required by Ontario Regulation 197/96.

The Municipality advised they have no concerns with the application and recommend consent be given with no specific conditions.

The Clerk for the Municipality also advised that they would be in favour of assisting Ms. Boyle with nullifying the previous consent, by accepting a conveyance of a one-foot strip of land, abutting Lakeshore Road, being part of part 3, Plan 31R-1143.

There have been no inquiries or concerns received as a result of circulation to property owners and/or the posting of a notice.

There was no one in attendance who wished to speak in support or opposition to the application.

Consent is tentatively granted subject to the following conditions:

The following documents must be submitted to the Secretary-Treasurer of the Board within one year from the date of the notice of decision for certification:

- a) the Transfer of Land form(s) prepared by a solicitor/lawyer; and
- b) a Schedule to the Transfer of Land form on which is set out the entire legal description of the parcel(s). This Schedule must also:
 - i) contain the names of the parties indicated on the Transfer of Land form; and
 - ii) state this conveyance is a consolidation of the severed lands with lands identified by the property identification number (PIN) confirmed by a copy of the Parcel Register.

Accompanying the transfer documents shall be:

- i) a reference plan of survey, which bears the Land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel(s) to which the consent approval relates;
- ii) an undertaking from a Solicitor stating that the severed parcel will be consolidated on title with the benefiting lands at the time of registration of the Transfer, and a copy of the resulting Transfer, and the new resulting Property Identification Number (PIN) will be provided to the Manitoulin Planning Board;
- iii) written confirmation that any portion of a travelled road which is maintained by the Municipality encroaching on the subject land, has been surveyed and conveyed to the Municipality satisfactory to the Municipality;
- iv) written confirmation from the municipality that a ± 0.3 M. (one foot) strip of land, being Part of Part 3, Plan 31R-1143 along Lakeshore Road has been surveyed and conveyed to the municipality satisfactory to the municipality, as verification that the previous consent to sever approval has been nullified;
- v) a fee of \$125.00 for each Transfer of Land submitted for Certification; and
- vi) a written confirmation from the municipality that all outstanding municipal taxes have been paid.

Note: Subsection 3 or 5, as the case may be, of Section 50 of the Planning Act shall apply to any subsequent conveyances of or in relation to the parcel of land being the subject of this application.

Note: Consent File No. B09-19 must be completed prior to Consent File No. B14-19.


Note: Any shoreline improvements shall be done only with the consultation of The Ministry of Natural Resources and Forestry (MNR), the Department of Oceans and Fisheries of Canada, (DFO), and the Municipality.

Minutes of Board Meeting
September 24th, 2019

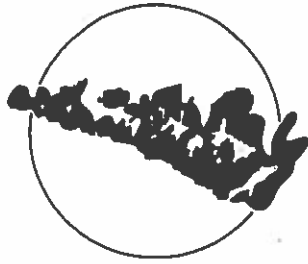
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The time now being 9:27 p.m. and all business before the Board having been dealt with, the Meeting was adjourned on a motion moved by D. Head.

R. STEPHENS,
CHAIR



T. A. CARLISLE,
SECRETARY-TREASURER



MANITOULIN PLANNING BOARD

40 WATER STREET - UNIT 1 - P.O. BOX 240 - GORE BAY - ONTARIO - P0P 1H0
705-282-2237 ~ 705-282-3142

September 25, 2019

MINUTES OF PUBLIC MEETING - SEPTEMBER 24, 2019

A public meeting was called to Order at 7:01 p.m. by Chair R. Stephens to hear and receive comments in support of or in opposition to an Application to Amend Zoning By-law No. 96-01.

The Chair after calling the Meeting to Order declared the Board Members present constituted a quorum.

The Board Members present were:

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

Also in attendance was:

Tom Sasvari, Western Manitoulin News Editor, Manitoulin West Recorder;

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

The Chair:

- advised he would preside over the Meeting and the Meeting would be conducted in accordance with Sections XI and XII of By-law No. 2017-01 (Procedural By-law);
- explained the purpose of the Meeting;
- instructed the Secretary-Treasurer to keep a record of proceedings;
- advised of the power of the Local Planning Appeal Tribunal (LPAT) to dismiss an appeal if an appellant has not provided the Planning Board with oral submissions at the public meeting or written submissions before the By-law is passed; and
- requested and received verification from the Secretary-Treasurer that all requirements of the Planning Act and prescribed procedures, including Public Notice, had been fulfilled for the application/File No. to be heard.

Chair R. Stephens advised submissions in favour or opposed to the following applications would now be heard for:

- 1) **File No.:** 96ZBL-19-001
Owner: 1161953 Ontario Limited
Location: Lot 9 and Part Lot 10, Conc. VIII
(#24292 Hwy 540)
Township of Dawson
District of Manitoulin

Proposal: To permit two portable storage containers (2.4 m. X 6.1 m. each) defined as:

STORAGE CONTAINER, PORTABLE shall mean a container, also known as a shipping container used for transportation of goods by air, sea or land. For the purposes of this By-law a Portable Storage Container shall be considered to be a structure or building and are to be used for storage purposes only and not for human or animal habitation;

to be located having a minimum front yard setback of 161.5 m. and a minimum easterly side yard setback of 358 m., accessory to the existing uses in an Agriculture (A) Zone within lands described as Lot 9 and Part of Lot 10, Conc. VIII, #24292 Highway No. 540, Township of Dawson, District of Manitoulin.

The Chair stated, for the record, there was no one present to speak in support or in opposition to the application.

The Public Meeting was declared closed by the Chair at 7:10 p.m.

R. Stephens, Chair


T.A. Carlisle, Secretary-Treasurer

Memo

To: Mayor and Council

Date: October 10, 2019

Re: Financial Statements for the year to date as at September 30, 2019

Please find attached the year to date Financial Statements for the year to date as at September 30, 2019.

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

Thank you,



Deb MacDonald, Treasurer



The Township of Assiginack CORPORATE SUMMARY For the Nine Months Ending September 30, 2019

	September	YTD	2019 Budget	% of Budget
Expenditures				
General Government	\$86,883.38	\$633,771.71	\$852,562.11	74%
School Board Levy		172,548.49	350,946.00	49%
Protection Services	24,685.53	212,858.55	422,797.00	50%
Transportation Services	182,113.23	660,293.45	984,303.00	67%
Environmental Services	60,364.55	418,014.82	541,074.00	77%
Health Services	25,059.29	213,074.67	254,787.00	84%
Social and Family Services	11,007.17	143,841.97	176,247.56	82%
Recreation and Cultural Service	50,919.82	194,462.38	216,105.00	90%
Planning & Development	6,008.50	35,830.86	40,420.00	89%
Capital out of Current	112,810.19	862,907.86	1,394,778.05	62%
Expenditures Total	559,851.66	3,547,604.76	5,234,019.72	68%
Revenues				
General Government	54,382.25	274,958.20	222,786.21	123%
General Revenue	15,585.51	3,258,465.84	3,436,805.66	95%
School Board Levy	1,628.60	335,113.61	350,946.00	95%
Protection Services	700.00	31,014.46	23,550.00	132%
Transportation Services	2,650.48	13,998.16	11,710.00	120%
Environmental Services	51,280.22	394,994.75	535,473.85	74%
Social and Family Services		2,500.00	6,248.00	40%
Recreation and Cultural Service		17,448.66	23,050.00	76%
Planning & Development		1,184.82		0%
Capital out of Current	33,000.00	496,731.90	623,450.00	80%
Revenues Total	159,227.06	4,826,410.40	5,234,019.72	92%
Net Levy				
General Government	32,501.13	358,813.51	629,775.90	57%
General Revenue	(15,585.51)	(3,258,465.84)	(3,436,805.66)	95%
School Board Levy	(1,628.60)	(162,565.12)		0%
Protection Services	23,985.53	181,844.09	399,247.00	46%
Transportation Services	179,462.75	646,295.29	972,593.00	66%
Environmental Services	9,084.33	23,020.07	5,600.15	411%
Health Services	25,059.29	213,074.67	254,787.00	84%
Social and Family Services	11,007.17	141,341.97	169,999.56	83%
Recreation and Cultural Service	50,919.82	177,013.72	193,055.00	92%
Planning & Development	6,008.50	34,646.04	40,420.00	86%
Capital out of Current	79,810.19	366,175.96	771,328.05	47%
Corporate Net Levy	400,624.60	(1,278,805.64)		0%



The Township of Assiginack

GENERAL GOVERNMENT SUMMARY

For the Nine Months Ending September 30, 2019

	September	YTD	2019 Budget	% of Budget
Expenditures				
Mayor & Council	\$3,961.27	\$52,268.30	\$58,450.00	89%
Administrator's Office	39,023.20	239,531.42	344,957.00	69%
Clerk's Office	27,682.42	202,801.53	243,455.11	83%
Project and Events Co-ordinator Programs	9,492.18	32,759.99	44,000.00	74%
General Admin - Elections	508.80	508.80	2,000.00	25%
Post Office Building	2,769.63	24,984.38	43,400.00	58%
Library Building	897.70	19,777.53	37,050.00	53%
Administration Building	1,665.68	18,481.17	26,750.00	69%
Treasury - Unallocated	882.50	25,845.06	32,500.00	80%
Taxation		16,813.53	20,000.00	84%
Total General Government Expenditures	86,883.38	633,771.71	852,562.11	74%
Revenues				
Clerk's Office	613.94	14,191.80	7,500.00	189%
Project and Events Co-ordinator Programs	36,755.00	51,967.05	19,800.00	262%
Post Office Building	3,261.64	29,286.51	39,025.00	75%
Library Building	1,284.37	10,487.89	15,000.00	70%
Treasury - Unallocated	12,467.30	169,024.95	142,961.21	118%
Total General Government Revenue	54,382.25	274,958.20	224,286.21	123%
Net Levy				
Mayor & Council	3,961.27	52,268.30	58,450.00	89%
Administrator's Office	39,023.20	239,531.42	344,957.00	69%
Clerk's Office	27,068.48	188,609.73	235,955.11	80%
Project and Events Co-ordinator Programs	(27,262.82)	(19,207.06)	24,200.00	(79%)
General Admin - Elections	508.80	508.80	2,000.00	25%
Post Office Building	(492.01)	(4,302.13)	4,375.00	(98%)
Library Building	(386.67)	9,289.64	22,050.00	42%
Administration Building	1,665.68	18,481.17	26,750.00	69%
Treasury - Unallocated	(11,584.80)	(143,179.89)	(110,461.21)	130%
Taxation		16,813.53	20,000.00	84%
General Government Net Levy	32,501.13	358,813.51	628,275.90	57%



The Township of Assiginack
GENERAL REVENUE
For the Nine Months Ending September 30, 2019

	<u>September</u>	<u>YTD</u>	<u>2019</u> <u>Budget</u>	<u>% of</u> <u>Budget</u>
Revenues				
Municipal Tax Levy	\$15,585.51	\$2,718,323.55	\$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	15,585.51	3,258,465.84	3,435,305.66	95%
Net Levy				
Municipal Tax Levy	15,585.51	2,718,323.55	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	15,585.51	3,258,465.84	3,435,305.66	95%



The Township of Assiginack
SCHOOL BOARD SUMMARY
For the Nine Months Ending September 30, 2019

	September	YTD	2019 Budget	% of Budget
Expenditures				
English Language Public School		\$169,319.79	\$350,946.00	48%
French Language Public School		3,228.70		0%
Total School Board Expenditures		172,548.49	350,946.00	49%
Revenues				
English Language Public School	1,628.60	331,884.91	350,946.00	95%
French Language Public School		3,228.70		0%
Total School Board Revenue	1,628.60	335,113.61	350,946.00	95%
Net Levy				
English Language Public School	(1,628.60)	(162,565.12)		0%
School Board Net Levy	(1,628.60)	(162,565.12)		0%



The Township of Assiginack
PROTECTION SERVICES SUMMARY
For the Nine Months Ending September 30, 2019

	September	YTD	2019 Budget	% of Budget
Expenditures				
Fire Department	\$1,586.66	\$20,933.98	\$99,550.00	21%
Police Services	22,754.00	157,716.21	273,042.00	58%
9-1-1		152.64	1,000.00	15%
Protective Inspection & Control		4,378.23	6,100.00	72%
Canine Control	1,122.00	8,976.00	13,700.00	66%
Building Department	(777.13)	20,701.49	29,405.00	70%
Total Protection Services Expenditures	24,685.53	212,858.55	422,797.00	50%
Revenues				
Fire Department		1,616.34		0%
Police Services		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	700.00	11,782.00	10,000.00	118%
Total Protection Services Revenues	700.00	31,014.46	23,550.00	132%
Net Levy				
Fire Department	1,586.66	19,317.64	99,550.00	19%
Police Services	22,754.00	142,716.21	263,042.00	54%
9-1-1		152.64	1,000.00	15%
Protective Inspection & Control		2,452.11	3,100.00	79%
Canine Control	1,122.00	8,286.00	13,150.00	63%
Building Department	(1,477.13)	8,919.49	19,405.00	46%
Protection Services Net Levy	23,985.53	181,844.09	399,247.00	46%



The Township of Assiginack

TRANSPORTATION SERVICES SUMMARY

For the Nine Months Ending September 30, 2019

	September	YTD	2019 Budget	% of Budget
Expenditures				
Public Works Administration	\$36,190.45	\$162,821.43	\$391,699.00	42%
Operation Centre	5,184.96	51,570.79	52,400.00	98%
Road Side Maintenance		29.89		0%
Grasscutting	79.02	24,215.83	15,805.00	153%
Beaver Dams -Flood Control		3,359.63	550.00	611%
Street Name Signs	781.57	3,335.19	2,200.00	152%
Street Lighting	1,135.82	5,308.36	8,400.00	63%
Vehicles & Equipment	8,092.05	89,306.14	125,150.00	71%
Small Equipment & Supplies	323.15	6,138.49	1,500.00	409%
Airport		30,399.00	30,399.00	100%
Marina	10,756.71	44,543.21	50,700.00	88%
Roadways:				
Bridges and Culverts	11,720.30	15,339.91	6,500.00	236%
Brushing	264.94	440.60	6,500.00	7%
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	103,324.59	119,223.16	148,000.00	81%
Snow Ploughing		33,959.30	5,000.00	679%
Sanding & Salting		23,308.59	35,000.00	67%
Loosetop Maintenance	4,259.67	36,854.94	68,500.00	54%
Total Transportation Services Expenditures	182,113.23	660,293.45	984,303.00	67%
Revenues				
Public Works Administration	530.15	540.15	3,960.00	14%
Public Works Misc Revenues				
Marina	2,120.33	13,458.01	7,750.00	174%
Total Transportation Services Revenues	2,650.48	13,998.16	11,710.00	120%
Net Levy				
Public Works Administration	35,660.30	162,281.28	387,739.00	42%
Operation Centre	5,184.96	51,570.79	52,400.00	98%
Road Side Maintenance		29.89		0%
Beaver Dams -Flood Control		3,359.63	550.00	611%
Street Name Signs	781.57	3,335.19	2,200.00	152%
Street Lighting	1,135.82	5,308.36	8,400.00	63%
Vehicles & Equipment	8,092.05	89,306.14	125,150.00	71%
Small Equipment & Supplies	323.15	6,138.49	1,500.00	409%
Airport		30,399.00	30,399.00	100%
Marina	8,636.38	31,085.20	42,950.00	72%
Roadways	119,569.50	239,265.49	305,500.00	78%
Transportation Services Net Levy	179,462.75	646,295.29	972,593.00	66%



The Township of Assiginack
ENVIRONMENTAL SERVICES SUMMARY
For the Nine Months Ending September 30, 2019

	September	YTD	2019 Budget	% of Budget
Expenditures				
Waste Management	\$8,172.50	\$61,875.84	\$106,600.00	58%
Waterworks	52,192.05	356,138.98	434,474.00	82%
Total Environmental Services Expenditures	60,364.55	418,014.82	541,074.00	77%
Revenues				
Sanitary Sewer & WPCP Revenue	12,649.05	96,871.23	133,578.59	73%
Garbage Collection	4,582.78	13,145.49	17,000.00	77%
Waterworks	34,048.39	284,978.03	384,895.26	74%
Total Environmental Services Revenues	51,280.22	394,994.75	535,473.85	74%
Net Levy				
Waste Management	8,172.50	61,875.84	106,600.00	58%
Sanitary Sewer & WPCP Revenue	(12,649.05)	(96,871.23)	(133,578.59)	73%
Garbage Collection	(4,582.78)	(13,145.49)	(17,000.00)	77%
Waterworks	18,143.66	71,160.95	49,578.74	144%
Environmental Services Net Levy	9,084.33	23,020.07	5,600.15	411%



The Township of Assiginack
HEALTH SERVICES SUMMARY
For the Nine Months Ending September 30, 2019

	September	YTD	2019 Budget	% of Budget
Expenditures				
Cemetery	\$5,300.62	\$14,626.55	\$6,000.00	244%
Land Ambulance	19,732.25	197,322.50	236,787.00	83%
Medical Clinic		117.02		0%
Medical Building	26.42	1,008.60	12,000.00	8%
Total Health Services Expenditures	25,059.29	213,074.67	254,787.00	84%

Net Levy				
Cemetery	5,300.62	14,626.55	6,000.00	244%
Land Ambulance	19,732.25	197,322.50	236,787.00	83%
Medical Clinic		117.02		0%
Medical Building	26.42	1,008.60	12,000.00	8%
Health Services Net Levy	25,059.29	213,074.67	254,787.00	84%



The Township of Assiginack
SOCIAL & FAMILY SERVICES SUMMARY
For the Nine Months Ending September 30, 2019

	September	YTD	2019 Budget	% of Budget
Expenditures				
District Social Services Administration Board	\$11,007.17	\$112,670.80	\$134,686.00	84%
Centennial Manor		31,171.17	41,561.56	75%
Total Social & Family Services Expenditures	11,007.17	143,841.97	176,247.56	82%
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	11,007.17	110,170.80	128,438.00	86%
Centennial Manor		31,171.17	41,561.56	75%
Social & Family Services Net Levy	11,007.17	141,341.97	169,999.56	83%



The Township of Assiginack
RECREATION & CULTURAL SERVICES SUMMARY
For the Nine Months Ending September 30, 2019

	September	YTD	2019 Budget	% of Budget
Expenditures				
Recreation			\$3,200.00	0%
Summer Programme	426.61	1,529.32	6,050.00	25%
Arena	8,802.59	73,276.10	119,050.00	62%
Parks	406.87	17,235.74	12,600.00	137%
Heritage	15,539.86	37,466.97	25,150.00	149%
Information Booth	251.81	2,944.58	6,870.00	43%
Burn's Wharf Theatre		625.83	1,500.00	42%
Library Board	25,492.08	61,383.84	41,685.00	147%
Total Recreation & Cultural Services Expenditures	50,919.82	194,462.38	216,105.00	90%
Revenues				
Recreation		3,200.00	3,200.00	100%
Summer Programme		750.00		0%
Arena		13,308.66	19,850.00	67%
Burn's Wharf Theatre		190.00		0%
Total Recreation & Cultural Services Revenues		17,448.66	23,050.00	76%
Net Levy				
Recreation		(3,200.00)		0%
Summer Programme	426.61	779.32	6,050.00	13%
Arena	8,802.59	59,967.44	99,200.00	60%
Parks	406.87	17,235.74	12,600.00	137%
Heritage	15,539.86	37,466.97	25,150.00	149%
Information Booth	251.81	2,944.58	6,870.00	43%
Burn's Wharf Theatre		435.83	1,500.00	29%
Library Board	25,492.08	61,383.84	41,685.00	147%
Recreation & Cultural Services Net Levy	50,919.82	177,013.72	193,055.00	92%



The Township of Assiginack
PLANNING & DEVELOPMENT SUMMARY
For the Nine Months Ending September 30, 2019

	September	YTD	2019 Budget	% of Budget
Expenditures				
Planning	\$5,857.16	\$34,494.70	\$40,420.00	85%
Total Planning & Development Expenditures	5,857.16	34,494.70	40,420.00	85%
Net Levy				
Planning	5,857.16	34,494.70	40,420.00	85%
Planning & Development Net Levy	5,857.16	34,494.70	40,420.00	85%



The Township of Assiginack
CORPORATE CAPITAL SUMMARY
For the Nine Months Ending September 30, 2019

	September	YTD	2019 Budget	% of Budget
Expenditures				
General Government	\$23,722.50	\$388,138.39	\$730,788.00	53%
Transportation Services	13,332.87	74,706.13	121,804.00	61%
Environmental Services	15,295.59	288,522.94	364,775.53	79%
Recreation and Cultural Service	60,459.23	111,540.40	177,410.52	63%
Expenditures Total	112,810.19	862,907.86	1,394,778.05	62%
Revenues				
General Government		324,000.00	324,000.00	100%
Environmental Services		114,731.90	189,250.00	61%
Recreation and Cultural Service	33,000.00	58,000.00	110,200.00	53%
Revenues Total	33,000.00	496,731.90	623,450.00	80%
Net Levy				
General Government	23,722.50	64,138.39	406,788.00	16%
Transportation Services	13,332.87	74,706.13	121,804.00	61%
Environmental Services	15,295.59	173,791.04	175,525.53	99%
Recreation and Cultural Service	27,459.23	53,540.40	67,210.52	80%
Corporate Net Levy	79,810.19	366,175.96	771,328.05	47%

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OCT 09 2019

2 of 2

Monthly Report for September 2019

Meeting of October 7, 2019

Attachments;

- 1) Traffic movement's data sheets for September 2019.
- 2) Minutes of meeting of September 9, 2019.
- 3) Financial statements update to September 30, 2019.
- 4)
- 5)

Up dates:

- 1) Casson Eadie delivered the last of the crosswind runway material and supplied the compactor. The project is waiting to be graded. 24 edge markers were made. We spent approximately \$34,500 of the budgeted \$39,000
- 2) Water sample results. Daily chlorine residuals are within limits.
- 3) We are still waiting for Northern Meter Service to calibrate our fuel systems. And supply a kit for our Av Gas pump and return our old repaired register.
- 4) The airport hours of attendance are now reduced as of September 30, to 10 AM to 2 PM. There will be extra hours during the winter for snow removal.
- 5) Mike Bond and Carl Smith have resigned. We start training one new employee this week. (Mr. Dave Talbot -retired -Canadian Airforce)
- 6) Fred (Seal King- Massey) has been working on the crack sealing on the runway the apron and the taxiway.
- 7) A request was made to Hydro One to install hydro line markers for the crosswind runway approach. Ref# 302120518
- 8) The airports' van is off the road and stored inside for the winter. Road insurance will be cancelled for the winter.
- 9) The airport "snow removal" diesel /gas fuel storage tanks have been filled ready for winter.

Assiginack Museum

Curator Report 2019

Kelsey Maguire
Curator

October 8th, 2019

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OCT 09 2019

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Attendance

2019

June: 120 total (101 walk-in, 19 from 1 bus tour).

July: 334 total. (305 walk-in, 11 Rec, 18 workshop).

August: 318 total . (308 walk-in, 10 Rec).

September: 310 total (135 walk-in, 148 from 5 bus tours, 27 open house).

October: 38 total (2 walk-in, 36 from 1 bus tour). [OCTOBER 1st ONLY]

TOTAL: 1120

2018

June: 136 total (53 walk-in, 83 from three school trips).

July: 332 total. (299 walk-in, 33 Rec).

August: 379 total . (363 walk-in, 16 Rec).

September: 139 total (96 walk-in, 43 from one bus tour).

October: 108 total (3 walk-in, 70 from 2 buses, 21 from Community Living).

TOTAL: 1094

COMPARISON: The total number is about the same as last year. This year we did seven bus tours (5 Denure Tours, 2 Titan Tours), compared to only three Denure Tour buses last year. There was also an increase to walk-in visitors. Last year we had 3 school field trips, but we did not have any school trips this year due to new teachers at APS and time conflicts with Sports Days. This means that while the total is similar to 2018, there was an increase of visitors paying admission compared to last year.

Events

COMMUNITY HERITAGE MARKET

The Museum again hosted the Community Heritage Markets on the museum lawn on Fridays in July and August from 10 am to 2 pm. On average, there were 3 to 5 tables of vendors each week.

AGRICULTURAL SOCIETY MEETINGS

The Agricultural Society has again been holding its monthly meetings in the Museum's Research Room this year, typically on the second Wednesday of each month.

TOMBSTONE CLEANING WORKSHOP

On July 14th, the Museum hosted a Tombstone Cleaning Workshop. Morden and Bertha Leeson spoke on how to safely clean and preserve cemetery monuments. 18 people attended the workshop.

BENCH DEDICATION & OPEN HOUSE

On September 22, from 2pm to 4pm there was a dedication ceremony for the park bench that the Historical Society donated to the Museum in honour of Jean McLennan, a founding member of the museum. The museum had an "open house" with free admission at the same time, with coffee, tea & cake served after the ceremony. 27 people attended the dedication, and an article about it was printed in the Manitoulin Expositor on September 25th.

SUMMER RECREATION

Summer Rec activities were held at the Museum on Tuesdays and Thursdays in July and August on alternating weeks. 8 Rec activity days were hosted at the Museum. Activities were held between 10:30 am – 12:00 pm, and were organized and supervised by Jackie White and the Museum's summer student, Ella Stewart.

July 16 – Waffle Birthday Cakes & Cards: 2 children and 1 adult attended.

July 18 – Homemade Icecream & Volcano Slime: 3 children and 2 adults.

July 30 – Hallowe'en in the Summer: 2 children and 1 adult attended.

August 1 – Christmas in the Summer: 2 children attended.

August 6 – Candle Making: 4 children attended and 1 adult attended.

August 8 – Paracord Keychains: 2 children attended.

August 20 – Making Cookies & Colour T-Shirts: 0 children attended.

August 22 – Milky Way Galaxy Jars: 1 child attended.

Bus Tours

DENURE TOURS

The Museum was host to 5 bus tours from Denure Tours this year.

September 4: 38 + driver & guide.

September 17: 20 + driver & guide.

September 24: 34 + driver & guide.

September 28: 24 + driver & 2 guides.

October 1: 34 + driver & guide.

Each bus group toured the museum and was served a lunch. They were also given a tour of St. Paul's Anglican Church guided by Hugh Moggy. Typically, the buses would arrive at 11:30 am and would be ready to leave around 1:00 pm.

As usual, the food for the lunches were largely donated by local volunteers, with only the meat, buns, and a few other items being purchased by the Museum. Volunteers were also responsible for serving the lunches and assisting the tour visitors. The Curator and Museum Committee are very grateful to all of the volunteers and donors that made the bus tour lunches possible.

TITAN TOURS

The Museum also hosted 2 bus tours from Titan Tours this year. A June 24th group which toured the museum and St. Paul's, and a September 16th, which only toured the museum. Those 2 tours did not include a lunch.

Other Groups

A group of storytellers from Debaj came to tour the museum and learn local information on July 11th.

Exhibits

NEW DISPLAYS

Lions 40th: A display celebrating the 40th anniversary of the South East Lions Club and Manitowaning Summerfest was set-up in the Smith Room, with items and photos on loan from the Lions.

Summer Kitchen: A display explaining the pioneer practice of a "Summer Kitchen" cookhouse was set-up in the Pioneer Home.

UPDATED DISPLAYS

J.H. Jones: The display about the steam ship J.H. Jones was updated to include the information about the discovery of the wreck in 2018. The opportunity was taken to also enlarge the photos and text for the info panel.

OFFSITE DISPLAYS

Public Library: A collection of old school text books is currently on display at the library.

DISPLAY PLANNING

Time Line: Research and materials for an Assiginack History Time Line display was compiled, as well as measurements taken, in preparation for next year.

War Room: Measurements and preliminary planning for potentially relocating the War Room display from upstairs to the Smith Room Gallery to improve accessibility was done. David Smith and the Historical Society will look into display cases and panels over the winter.

EXHIBIT PLAN (NEXT 2 YEARS)

2020

- Local businesses
- School improvements
- Manitoulin Expositor
- Horse Racing
- Assiginack History Time Line (planning continued)

2021

- Assiginack Township 150th Anniversary
- Assiginack History Time Line

Physical Plant

MAINTENANCE

Flowers: Planting and care for the flower beds was taken care of by the Assiginack Horticulture Association. The Horticultural Association has been tending the flowers on the Museum grounds for 63 years now, and we thank them for their continued care and generosity.

Furnace lines checked: The propane lines for the furnace were checked by the fuel company over the winter. A remote censor gauge for the propane tanks was also installed by them.

REPAIRS

Bathrooms: The door to the outside men's washroom was sticking and was repaired using a grinder, and was repainted afterward. The two fans in the outside bathroom which have been making grinding noises were disconnected.

Air Conditioner Drain: The drain for the air conditioner duct work was plugged and needed to be removed, cleared, and reattached.

Roof: The leak above the Entrance Room door was tarred as a temporary fix. Measurements of the roof were taken and replacement of the shingles above the Entrance Room (the 1967 addition to the main building) began on October 8th, after the museum closed for the season. The chimneys were found to be crumbling and a hazard, so they will be replaced with new false chimneys to match the originals. The rest of the roof (the original building in the center and the 2000 extension) will still need to be done.

Painting: The interior of the pioneer home had some of the white paint touched up. The window trim on the outside of the main museum building was painted. The railings of the wheelchair ramp were painted.

Sprinkler Line: The sprinkler line from the museum to Cenotaph was repaired where it was damaged by the lawn mower in June.

RECOMMENDED REPAIRS

There are several places where the mortar on the schoolhouse has deteriorated and new mortar should be applied to fill the gaps. The log on the south side to the left of the door is beginning to shift and needs to be reset. The log along the base of the west side is also quite deteriorated and will probably need repair.

A fan belt in the air circulation system needs to be replaced.

The remote switch for the gallery lights at the top of the ramp needs to be replaced.

The eaves on the East side of the building need to be cleaned. They are much too high up for any of the museum's ladders.

Summer Student

The Museum's Summer Student for 2019 was Ella Stewart. This was Ella's second year working with the museum. Her duties included staffing the front desk, selling items in the gift shop, answering visitor questions, cleaning, accessioning artifacts, genealogy research, recording temperature readings, and other regular museum duties. She also in organized obituary clippings, did some painting, and was responsible for planning the Summer Recreation activities at the Museum.

Volunteers

The volunteers from the Horticulture Association took care of the flower beds at the Museum all Summer.

The volunteers and food donors for the Bus Tour luncheons were what made the events possible.

The Museum Committee is made up of volunteers that have graciously donated their time and effort towards ensuring the successful operation of the Museum.

The Assiginack Historical Society has purchased a bench for the museum to be dedicated to Jean McLennan in celebration of her 100th birthday and her years of service to the museum as a founding member.

Staff Development

The curator, Kelsey Maguire, attended CPR/AED training in January, 2019.

Research

Cenotaphs: Bill Mullen referenced information from the museum as part of his ongoing research on Manitoulin veteran memorials. He also donated an updated copy of his research information so far.

Documentary: The museum was contacted by the a documentary crew for the television show *Salvage Hunters* on the History Channel for photos and information on Manitowaning Lodge.

GENEALOGY

Over the course of the season, 30 Genealogy research requests and 11 information requests came in to the Museum, either in person or via email.

Advertising

BROCHURES

Museum brochures and Manitowaning Walking Tour Maps continued to be distributed to other museums, information booths, and ferry terminals.

FACEBOOK

The Museum's Facebook group page (facebook.com/assignackmuseum) has been regularly updated by Alice Pennie and Kelsey Maguire, who have been handling the posts and content for the page, advertising the museum and showcasing information available from us.

Analysis & Recommendations

ADVERTISING

One area of advertising that the Museum is currently lacking in is a focus on bringing more local residents into the Museum. Budgeting for ongoing local advertising, either in the newspaper or some other initiative, might help to keep more local residents informed about the Museum and encourage them to visit and use the facilities, not just for events but for the ongoing general services the museum can provide.

More signage along the highway would also be a benefit in drawing more traffic to the museum. A billboard would be ideal, and a provincial Tourism Oriented Directional Signage (TODS) sign on Hwy 6 for the museum would be very useful.

System: 30/09/2019
User Date: 30/09/2019

3:53:18 PM

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

Page: 1
User ID: deb

Ranges: **From:** **To:** **From:** **To:**
Vendor ID First Last Chequebook ID First Last
Vendor Name First Last Cheque Number 0029243 0029285
Cheque Date First Last

Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	Date:	Vendor:	Amount:
0029243	30/09/2019	ALLEN'S AUTOMOTIVE GROUP	\$1,153.52
InvNo: 746066	InvDesc: air filter	InvAmt: \$43.32	
InvNo: 746129	InvDesc: trans hyd oil #13	InvAmt: \$68.50	
InvNo: 746059	InvDesc: oil & filter (#9)	InvAmt: \$210.62	
InvNo: 745735	InvDesc: coffee	InvAmt: \$29.98	
InvNo: 745471	InvDesc: files	InvAmt: \$25.37	
InvNo: 745376	InvDesc: trimmer line	InvAmt: \$26.43	
InvNo: 744928	InvDesc: qk release	InvAmt: \$3.89	
InvNo: 744760	InvDesc: orange paint	InvAmt: \$6.81	
InvNo: 744735	InvDesc: bearings	InvAmt: \$32.50	
InvNo: 744682	InvDesc: black paint	InvAmt: \$6.77	
InvNo: 744567	InvDesc: hydraulic oil	InvAmt: \$100.66	
InvNo: 744195	InvDesc: hydraulic hose #13	InvAmt: \$97.56	
InvNo: 743980	InvDesc: tires (mower)	InvAmt: \$153.77	
InvNo: 743939	InvDesc: tire (trailer)	InvAmt: \$161.39	
InvNo: 743861	InvDesc: premix gas	InvAmt: \$42.67	
InvNo: 743815	InvDesc: hydraulic hose #9	InvAmt: \$122.96	
InvNo: 743651	InvDesc: motor treatment	InvAmt: \$20.32	
ChqNo:	Date:	Vendor:	Amount:
0029244	30/09/2019	ARMTEC LIMITED PARTNERSHIP	\$13,014.88
InvNo: 5-90276	InvDesc: culverts	InvAmt: \$13,014.88	
ChqNo:	Date:	Vendor:	Amount:
0029245	30/09/2019	ATHLETICA SPORTS SYSTEMS INC	\$534.49
InvNo: 313991	InvDesc: arena-hockey nets	InvAmt: \$534.49	
ChqNo:	Date:	Vendor:	Amount:
0029246	30/09/2019	B.A.M.M.-BRENDAN ADDISON MOBILE MECHANIC/	\$1,822.00
InvNo: 0565	InvDesc: repair 490 exc #1	InvAmt: \$838.90	
InvNo: 0573	InvDesc: repair exec#1	InvAmt: \$378.55	
InvNo: 0557	InvDesc: repair exec #1	InvAmt: \$604.55	
ChqNo:	Date:	Vendor:	Amount:
0029247	30/09/2019	BEAMISH CONSTRUCTION INC	\$3,636.58
InvNo: 13104-02258	InvDesc: cold patch	InvAmt: \$3,636.58	
ChqNo:	Date:	Vendor:	Amount:
0029248	30/09/2019	CAMBRIAN TRUCK CENTRE INC.	\$95.61
InvNo: 14604	InvDesc: motor wiper #7	InvAmt: \$95.61	

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

ChqNo:	0029249	Date:	30/09/2019	Vendor:	CARL BROWN BUS	Amount:	\$2,100.11
InvNo:	2298	InvDesc:	pec-mcleans prk bus re:studnts	InvAmt:	\$2,100.11		
ChqNo:	0029250	Date:	30/09/2019	Vendor:	CEDAR CHALET	Amount:	\$40.00
InvNo:	16-19	InvDesc:	mma meeting-coffee/cups, etc	InvAmt:	\$40.00		
ChqNo:	0029251	Date:	30/09/2019	Vendor:	TOWNSHIP OF CENTRAL MANITOULIN	Amount:	\$2,000.00
InvNo:	JULY 30 2019	InvDesc:	rims grader #9	InvAmt:	\$2,000.00		
ChqNo:	0029252	Date:	30/09/2019	Vendor:	CITY OF GREATER SUDBURY	Amount:	\$1,089.51
InvNo:	00098687	InvDesc:	july recyclable material	InvAmt:	\$1,089.51		
ChqNo:	0029253	Date:	30/09/2019	Vendor:	COMPUTREK	Amount:	\$14,141.95
InvNo:	20100	InvDesc:	office server replacement	InvAmt:	\$14,051.55		
InvNo:	20110	InvDesc:	fd-hard drive for laptop	InvAmt:	\$90.40		
ChqNo:	0029254	Date:	30/09/2019	Vendor:	DUNCOR ENTERPRISES INC.	Amount:	\$110,621.17
InvNo:	2019249	InvDesc:	surface treatment	InvAmt:	\$110,621.17		
ChqNo:	0029255	Date:	30/09/2019	Vendor:	EASTLINK	Amount:	\$110.64
InvNo:	SEPT 10 2019 PW	InvDesc:	pw-dsl	InvAmt:	\$55.32		
InvNo:	SEPT 10 2019 MARINA	InvDesc:	marina dsl	InvAmt:	\$55.32		
ChqNo:	0029256	Date:	30/09/2019	Vendor:	EXP SERVICES INC.	Amount:	\$3,664.59
InvNo:	512639	InvDesc:	landfill oca-mon/training	InvAmt:	\$3,664.59		
ChqNo:	0029257	Date:	30/09/2019	Vendor:	FREELANDT CALDWELL REILLY	Amount:	\$2,836.30
InvNo:	CJH-42745	InvDesc:	completion of 2018 fir	InvAmt:	\$2,836.30		
ChqNo:	0029258	Date:	30/09/2019	Vendor:	GERRY STRONG	Amount:	\$307.70
InvNo:	SEPT 30 2019	InvDesc:	bldg insp/planning mileage	InvAmt:	\$307.70		
ChqNo:	0029259	Date:	30/09/2019	Vendor:	HAWBERRY FLORIST	Amount:	\$76.84
InvNo:	1923	InvDesc:	flowers re:loco beanz anniv	InvAmt:	\$76.84		
ChqNo:	0029260	Date:	30/09/2019	Vendor:	HEROLD SUPPLY	Amount:	\$126.00
InvNo:	13774	InvDesc:	starter loader	InvAmt:	\$731.96		
ChqNo:	0029261	Date:	30/09/2019	Vendor:	HUGHES SUPPLY COMPANY	Amount:	\$176.90
InvNo:	42660	InvDesc:	g.bgs/cable ties	InvAmt:	\$74.41		
InvNo:	42165	InvDesc:	tp/handle/pliers	InvAmt:	\$102.49		
ChqNo:	0029262	Date:	30/09/2019	Vendor:	HYDRO ONE NETWORKS INC.	Amount:	\$2,667.10
InvNo:	SEPT 20 2019	InvDesc:	arena	InvAmt:	\$420.07		
InvNo:	SEPT 20 2019 TENNIS	InvDesc:	tennis courts	InvAmt:	\$37.77		
InvNo:	SEPT 20 2019 SS WTP	InvDesc:	ss wtp	InvAmt:	\$581.60		
InvNo:	SEPT 20 2019 INFO	InvDesc:	info booth	InvAmt:	\$40.71		
InvNo:	SEPT 20 2019 LIBRARY	InvDesc:	library	InvAmt:	\$314.90		
InvNo:	SEPT 20 2019 DOCKS	InvDesc:	marina docks	InvAmt:	\$87.70		
InvNo:	SEPT 20 2019 LITES	InvDesc:	street lites	InvAmt:	\$523.94		

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

InvNo: SEPT 20 2019 PO/BNK InvDesc: po/bnk InvAmt: \$503.13

InvNo: SEPT 20 2019 SHOWERS InvDesc: marina showerhouse InvAmt: \$157.28

ChqNo:	0029263	Date:	30/09/2019	Vendor:	JACKIE WHITE	Amount:	\$225.76
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InvNo: SEPT20 2019 InvDesc: pec-liberation 75 tuplip bulbs InvAmt: \$117.77

InvNo: SEPT 17 2019 InvDesc: pec-threads club supplies InvAmt: \$107.99

ChqNo:	0029264	Date:	30/09/2019	Vendor:	J.JAMES BOUSQUET	Amount:	\$395.50
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InvNo: AASSIG InvDesc: letter of opin-val.of 70 queen InvAmt: \$395.50

ChqNo:	0029265	Date:	30/09/2019	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$1,114.88
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InvNo: 0166248 InvDesc: arena-staging fall fair InvAmt: \$62.00

InvNo: 0166098 InvDesc: arena-paint.fall fair staging InvAmt: \$65.45

InvNo: 0165791 InvDesc: admin-material to bld shelf InvAmt: \$34.44

InvNo: 0165549 InvDesc: info booth-stain InvAmt: \$12.63

InvNo: 0165499 InvDesc: admin-material for shelf InvAmt: \$98.50

InvNo: 0164199 InvDesc: mcleans park-lumber InvAmt: \$353.19

InvNo: 0164428 InvDesc: cardwell sign-minities/etc InvAmt: \$428.68

InvNo: 0164984 InvDesc: foam InvAmt: \$10.16

InvNo: 0164955 InvDesc: silicone InvAmt: \$33.84

InvNo: 0164859 InvDesc: bushing InvAmt: \$10.71

InvNo: 0164528 InvDesc: adapter/coupling InvAmt: \$5.28

ChqNo:	0029266	Date:	30/09/2019	Vendor:	MANITOULIN-SUDBURY DISTRICT SOCIAL SERVIC	Amount:	\$30,739.42
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InvNo: IN000016721 InvDesc: oct amb/social assist InvAmt: \$30,739.42

ChqNo:	0029267	Date:	30/09/2019	Vendor:	MANITOULIN EXPOSITOR	Amount:	\$53.11
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InvNo: MFF103928 InvDesc: fall fair advertising InvAmt: \$53.11

ChqNo:	0029268	Date:	30/09/2019	Vendor:	MANITOWANING FRESHMART	Amount:	\$18.21
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InvNo: 00518415 InvDesc: admin-tea, InvAmt: \$8.73

InvNo: 00521342 InvDesc: admin-tea InvAmt: \$9.48

ChqNo:	0029269	Date:	30/09/2019	Vendor:	MCQUARRIE MOTOR PRODUCTS	Amount:	\$102.39
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InvNo: OC-83579 InvDesc: harness #5 InvAmt: \$102.39

ChqNo:	0029270	Date:	30/09/2019	Vendor:	MESSER SUDBURY	Amount:	\$787.29
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InvNo: 2101213810 InvDesc: oxygen&acetlyn renewal InvAmt: \$414.37

InvNo: 2101138367 InvDesc: welding supplies InvAmt: \$239.30

InvNo: 2101056401 InvDesc: pw-oxygen InvAmt: \$133.62

ChqNo:	0029271	Date:	30/09/2019	Vendor:	MIKE VAREY EXCAVATING & EQUIPMENT	Amount:	\$61,010.24
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InvNo: 763230 InvDesc: ball diamond fill InvAmt: \$59,224.84

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

InvNo: 763273 InvDesc: crush gravel (yard) InvAmt: \$1,785.40

ChqNo:	0029272	Date:	30/09/2019	Vendor:	MUNICIPAL PROPERTY ASSESSMENT CORP.	Amount:	\$10,391.28
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InvNo: 1800024205 InvDesc: 2019 4th qtr requisition InvAmt: \$10,391.28

ChqNo:	0029273	Date:	30/09/2019	Vendor:	NEW NORTH FUELS INC	Amount:	\$791.17
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InvNo: 514936 InvDesc: pw-dyed diesel InvAmt: \$791.17

ChqNo:	0029274	Date:	30/09/2019	Vendor:	PURULATOR COURIER	Amount:	\$48.58
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InvNo: 442561957 InvDesc: freight InvAmt: \$48.58

ChqNo:	0029275	Date:	30/09/2019	Vendor:	RALF ISLAND TRUCK PARTS	Amount:	\$409.99
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InvNo: 5580 InvDesc: windshield wash./hydraulic oil InvAmt: \$409.99

ChqNo:	0029276	Date:	30/09/2019	Vendor:	RELIANCE HOME COMFORT	Amount:	\$100.72
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InvNo: SEPT 2019 ADMIN InvDesc: admin-hwt rental InvAmt: \$47.53

InvNo: SEPT 2019 PW InvDesc: pw-hwt rental InvAmt: \$53.19

ChqNo:	0029277	Date:	30/09/2019	Vendor:	RIVERSIDE ENTERPRISES	Amount:	\$3,904.15
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InvNo: 21563 InvDesc: july recy.transport InvAmt: \$3,904.15

ChqNo:	0029278	Date:	30/09/2019	Vendor:	SUDBURY & DISTRICT HEALTH UNIT	Amount:	\$2,810.00
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InvNo: RC020034560 InvDesc: october sdhu levy InvAmt: \$2,810.00

ChqNo:	0029279	Date:	30/09/2019	Vendor:	TROY LIFE & FIRE SAFETY LTD	Amount:	\$248.37
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InvNo: 1000153222 InvDesc: arena-fire alm sys.serv.call InvAmt: \$248.37

ChqNo:	0029280	Date:	30/09/2019	Vendor:	MY MOMENTUM STRATEGIES INC	Amount:	\$5,650.00
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InvNo: ASGN-0005 InvDesc: red project-pyt 4a of 4 InvAmt: \$5,650.00

ChqNo:	0029281	Date:	30/09/2019	Vendor:	SHEBE MANAGEMENT INC	Amount:	\$750.00
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InvNo: OCT 20 2019 InvDesc: pec-pump.festival balance InvAmt: \$750.00

ChqNo:	0029282	Date:	30/09/2019	Vendor:	MARWELD	Amount:	\$1,223.79
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InvNo: 38605 InvDesc: fencing InvAmt: \$1,223.79

ChqNo:	0029283	Date:	30/09/2019	Vendor:	TERRASTAR BUILDING PRODUCTS INC.	Amount:	\$7,875.84
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InvNo: SEPT 10 2019 InvDesc: pw-steel for roof InvAmt: \$7,875.84

ChqNo:	0029284	Date:	30/09/2019	Vendor:	TRACKS & WHEELS	Amount:	\$13.47
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InvNo: P36240 InvDesc: lever (loader) InvAmt: \$13.47

ChqNo:	0029285	Date:	30/09/2019	Vendor:	WURTH CANADA LTD	Amount:	\$339.60
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InvNo: 23652360 InvDesc: chopsaw blade/graphite/gloves InvAmt: \$339.60

*** End of Report ***

Report Total:

\$289,219.66

System: 02/10/2019 9:56:28 AM
User Date: 02/10/2019

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

Page: 1
User ID: deb

<u>Ranges:</u>	<u>From:</u>	<u>To:</u>	<u>From:</u>	<u>To:</u>
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	0029286
Cheque Date	First	Last		0029290

Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	0029286	Date:	02/10/2019	Vendor:	MINISTER OF FINANCE	Amount:	\$1,946.84
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InvNo:	SEPT 2019 EHT	InvDesc:	sept eht remittance	InvAmt:	\$1,946.84
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ChqNo:	0029287	Date:	02/10/2019	Vendor:	OMERS	Amount:	\$13,018.00
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InvNo:	SEPT 2019	InvDesc:	sept omers remittance	InvAmt:	\$13,018.00
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ChqNo:	0029288	Date:	02/10/2019	Vendor:	RECEIVER GENERAL	Amount:	\$27,419.08
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InvNo:	SEPT 2019	InvDesc:	sept 2019 source deductions	InvAmt:	\$27,419.08
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ChqNo:	0029289	Date:	02/10/2019	Vendor:	CATHERINE PELTIER	Amount:	\$219.29
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InvNo:	7-073 OCT 1 PYT	InvDesc:	reimb tx pyt	InvAmt:	\$219.29
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ChqNo:	0029290	Date:	02/10/2019	Vendor:	WORKPLACE SAFETY & INSURANCE BOARD	Amount:	\$6,882.73
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InvNo:	JULY-SEPT 2019	InvDesc:	july-sept 2019 wsib remittance	InvAmt:	\$6,882.73
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*** End of Report ***

Report Total:

\$49,485.94

Date : 01/10/2019
Time : 11:23:54 AM

The Township of Assiginack

Page: 1

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0029235		30/09/2019	09/30COMB	118	COOPER, RONALD	OUTSTANDING	Cheque
0029236		30/09/2019	09/30COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0029237		30/09/2019	09/30COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0029238		30/09/2019	09/30COMB	133	BOND, FREDA	OUTSTANDING	Cheque
0029239		30/09/2019	09/30COMB	158	QUACKENBUSH, ASHLEY T	OUTSTANDING	Cheque
0029240		30/09/2019	09/30COMB	173	QUACKENBUSH, CHRYSTAL	OUTSTANDING	Cheque
0029241		30/09/2019	09/30COMB	219	JONES, CHRISTIANNA	OUTSTANDING	Cheque
0029242		30/09/2019	09/30COMB	366	COOPER, TROY	OUTSTANDING	Cheque
1882		30/09/2019	09/30COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
1883		30/09/2019	09/30COMB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
1884		30/09/2019	09/30COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
1885		30/09/2019	09/30COMB	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit
1886		30/09/2019	09/30COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
1887		30/09/2019	09/30COMB	169	MAGUIRE, KELSEY	OUTSTANDING	Direct Deposit
1888		10/09/2019	09/30COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
1889		0/09/2019	09/30COMB	218	MCDOWELL, DAVID	OUTSTANDING	Direct Deposit
1890		0/09/2019	09/30COMB	220	HAM, DAVID	OUTSTANDING	Direct Deposit
1891		0/09/2019	09/30COMB	221	MAGUIRE, ROBERT	OUTSTANDING	Direct Deposit
1892		0/09/2019	09/30COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
1893		3/09/2019	09/30COMB	314	WOOD, JOAN	OUTSTANDING	Direct Deposit
1894		30/09/2019	09/30COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
1895		30/09/2019	09/30COMB	329	OBRIEN, CHERYL	OUTSTANDING	Direct Deposit
1896		30/09/2019	09/30COMB	362	SAGLE, EDDY	OUTSTANDING	Direct Deposit
1897		30/09/2019	09/30COMB	364	BOND, KYLE	OUTSTANDING	Direct Deposit
1898		30/09/2019	09/30COMB	365	BOWERMAN, COLE	OUTSTANDING	Direct Deposit
1899		30/09/2019	09/30COMB	370	LENTIR, CRYSTAL	OUTSTANDING	Direct Deposit
Total :		\$23,506.20					

OCT 07 2019

Monday October 7, 2019

Township of Assiginack
Manitowaning, ON
P0P 1N0

Att: Mr. Alton Hobbs and/or Town Council

As per our conversation with Mr. Gerry Strong he advised us that in order to erect a storage garage we would have to build a permanent cottage or home complete with sewer first as per Assiginack by-laws.

We currently live at 29 Purple Martin Lane and operate Willow Shores B&B. We do have our permanent residence up for sale through real estate and anticipate the property being sold in a timely manner.

We are being pro active in anticipation of the sale of this home and have purchased a new building property within the Assiginack township, bordering Sunsite Estates. As we are still working in our home as a Bed and Breakfast we can only work at developing this new property on our days off or evenings.

Since we live only 15 minutes away, sleeping quarters are not required as we travel back and fourth to work on the property from our home in Manitowaning. Meanwhile, as we await the sale of our permanent residence, we are preparing the new property for the future building of a permanent residence on it.

As such we are in need of a storage building to keep our equipment out of the weather as we clear the land and to also keep our tools and equipment safe and out of harms way.

We would ask for your consideration and permission to erect a storage building on our newly purchased property as we proceed towards the sale of our current home in Manitowaning at which point we would move forward in completion of all local by-law requirements and build a permanent residence.

We thank you in advance for your consideration and look forward to a favourable response as we move forward in our future here in Assiginack Township.

Sincerely,

Charlene + Gord Gorman

Gord and Charlene Gorman
29 Purple Martin Lane
Manitowaning, ON
P0P 1N0
705-677-4977

Alton Hobbs

From: Allan Boyd <ve3ajb@vianet.ca>
Sent: September 29, 2019 9:46 PM
To: Alton Hobbs
Subject: Emergency Communications Repeater Upgrade- Manitoulin Amateur Radio Club Inc.
Attachments: Muncipal Emergency Plan Donation Assiginack 2019 letter.doc; Manitoulin ARES Plan 2019.docx

ATTN: Alton Hobbs CAO Assiginack Township

Greetings Alton;

Hope all is well with you and you had a good summer. Alton the reason for this e-mail is please read the attached letter as it fully explains what my request is. In a nutshell the Manitoulin Amateur Radio Club Inc. maintains a repeater system located on the CBC tower here on Manitoulin Island. This repeater is the main stay of the island wide communications system for emergencies and disasters. Your own Emergency plan includes this system. The system was installed over 25 years ago and is in need of an upgrade. The club has raised the money to replace the equipment over \$10,000 worth. Just when we were ready to replace the antenna and cable on the tower the CBC requested us to complete a tower analysis through an engineering firm. We did not anticipate the added expense. What I am requesting is consideration for a donation to complete this project. I understand you have a line item in your budget for Emergency Planning could money be used for this as this is part or a requirement for your municipality to have an emergency communications plan in place. The letter is self-explanatory however if you require additional information for have any questions please feel free to contact me at any time. Thank you for your time and consideration in this matter.

Thanks

Al

Allan Boyd

VE3AJB

President

Manitoulin Amateur Radio Club Inc.

27 Red Mill Road, P.O. Box 208,

Little Current, Ontario

POP1K0

(705)-368-2779 (Home)

(705)-869-8284 (Cell)

ve3ajb@vianet.ca Email

Total Control Panel

[Login](#)

To: ahobbs@assiginack.ca

[Remove](#) this sender from my allow list

From: ve3ajb@vianet.ca

You received this message because the sender is on your allow list.



Allan Boyd VE3AJB
President
M.A.R.C. Inc.
P.O. Box 208,
Little Current, Ontario
P0P 1K0
(705)-368-2779
ve3ajb@vianet.ca

30 September 2019

Alton Hobbs
CAO
Assignack Township
156 Arthur Street
Manitowaning, Ontario
P0P1N0

RE: EMERGENCY COMMUNICATIONS REPEATER UPGRADE

Dear Alton;

As President of the Manitoulin Amateur Radio Club Inc. and Section Manager for the Amateur Radio Emergency Service (A.R.E.S.) program I am writing this letter in hopes of obtaining some financial assistance to maintain the radio club's main repeater system which provides Manitoulin Island & North Shore wide coverage for emergency communications.

As you are aware under your Emergency Operations Plan the Manitoulin Amateur Radio Club Inc. is written into it to provide emergency communications should a declared emergency or disaster occur. Your municipal CEMC is fully aware of this. Thus, the reason for having an amateur radio station installed at your Emergency Operations Centre.

To give a bit of history in 1988 when the club was formed, we approached the CBC to obtain permission to place the radio system at their site and the antenna on the tower. Since the club's radio repeater has been on the CBC tower site, the Manitoulin Amateur Radio Club have been able to provide emergency communications to local municipalities and First Nations communities. We assist emergency service personnel in times of civil emergency or disaster in providing back up communications using the club's radio equipment free of charge. Because of this service permission was granted to install our radio system at the CBC tower site located just outside Little Current and provide for excellent radio communications over a 100 kms radius.

You may or may not be aware as you have many new councilors, your municipality is part of the island wide emergency communications plan (Copy of plan attached to e-mail). When this plan was put in place an emergency amateur radio station was erected and set up in your Emergency Operations Centre. This gives your municipality access to the island wide repeater system which is written in your own municipal emergency plan. The repeater system is the main component of the club and our original system is over 25 years old and is starting to be in disrepair. We have been soliciting for donation of funds with the goal to purchase a completely new system to continue to provide the community service we do. I am happy to report we have secured the funds to purchase and replace the following equipment

- A new 4 bay dipole commercial antenna
- Helix hardline (Coax) cable 350 ft run
- The cost of hiring a rigger crew to take down the old and install the new equipment on the tower

The cost of this is over \$10,000 which the club has raised through donations.

The issue the club faces is that for us to complete this new upgrade of this equipment the CBC requires us to have a tower analysis completed by a certified transmission engineer which is a requirement under federal structural code, S37-18 with any new equipment placed on the tower.

This is an added expense we did not anticipate. I understand that each municipality has a budget line item that your CEMC can use for emergency planning. Since our club has provided this service to your municipality free of charge and have maintained the cost of the equipment and the hydro to run it and a 5 Million Dollar Insurance Liability Policy each year we are asking for a donation to this program to be able to contribute towards the tower analysis study. Once the report is completed then we can proceed with the installation of the new antenna and cable to be able to continue to provide your municipality with this emergency communications service, which is a requirement under the Ontario regulations in emergency planning for your municipality.

The cost of the Tower Analysis Report is approximately \$3500.00 so I am requesting consideration in your municipality to donate \$750.00 to \$1000.00 from your emergency planning budget to help our club complete the installation project so that your municipality will continue to have emergency communication coverage for decades to come with no additional expense.

We appreciate the time and consideration of your municipality to our request. Please feel free to contact me or any of the executive if you have any further questions or require a presentation to staff or council.

Yours Truly

Allan Boyd
VE3AJB
President
Manitoulin Amateur Radio Club Inc.
27 Red Mill Road, P.O. Box 208
Little Current, Ontario
P0P1K0
(705)-368-2779 (Home)
(705)-869-8284 (Cell)
ve3ajb@vianet.ca Email

Alton Hobbs

From: Abhilash Kantamneni <akantamn@rethinkgreen.ca>
Sent: October 9, 2019 4:40 PM
To: Alton Hobbs
Cc: Angela Jiang
Subject: Walkthrough follow-up

Hello Alton,

Thanks for working with your team and arranging for our walkthroughs of your facilities. We managed to hit most of them – just the PW garage folks were out for lunch as we were heading out.

In terms of next steps,

1. Get the [PCP joining resolution](#) passed through council and send it over to me
2. Send us Utility bills (electric, propane, fuel oil) for past 12-24 months from all your facilities?
3. If scanning all those documents proves too time consuming for your team, let me know. I have a workaround that can serve as a good approximation.

Once your township officially joins PCP, and I have your energy use data,

1. We will get started with doing some baselining of energy use per building
2. We'll do an analysis of how each facility compares with similar facilities in the region and across Canada
3. We'll identify some clear next steps and put them into a CDM plan

Cheers and chat soon!

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PCP Member Benefits and Responsibilities

The PCP program offers you a proven approach to reducing greenhouse gas (GHG) emissions, and the support you need to achieve success. Being actively engaged in the PCP program gives your municipality the chance to become a leader by taking systematic and organized action on climate change. By participating in the PCP program, Canadian municipalities gain access to the following tools and resources:

- Support and guidance, through the PCP Milestone Framework, to help members reduce GHG emissions.
- Access via the PCP Hub to a network of over 350 local governments across Canada that are taking action on climate change and can help your community succeed by offering their experience and examples.
- Technical support tools, including the PCP Milestone Tool and PCP Protocol.
- Information and access to funding opportunities, such as those offered by FCM's Green Municipal Fund.
- Capacity-building resources, including workshops, case studies and training opportunities.
- Awards and recognition for milestone achievements and for reported measures.

Members of the PCP program have the following responsibilities:

- Move through the Milestone Framework within 10 years of joining
- Report on progress at least once every two years, with our support
- Email us if your contact information changes
- Actively participate in program activities and share your experience with other network members

If your municipality is not able to meet the PCP program requirements, you can always leave the program and rejoin it at a later date. You can also contact the PCP Secretariat anytime for help with submitting documentation to meet the requirements.

Supporting Rationale for Consideration

It is well established that climate change is increasing the frequency of extreme weather events and posing other risks, such as drought, forest fires and rising sea levels, which present serious threats to our natural environment, our health, our jobs and our economy.

The 2016 Paris Agreement, signed by more than 190 countries, including Canada, committed to limit the global temperature increase to below two degrees Celsius and to pursue efforts to limit this increase to 1.5 degrees Celsius, in order to avoid the most severe climate change impacts.

Local governments are essential to the successful implementation of the Paris Agreement.

Canada's cities and communities influence approximately 50 per cent of national greenhouse gas (GHG) emissions and can drive systemic low-carbon practices, including: building high-efficiency buildings, undertaking building retrofits and developing district heating; building active transit, electric vehicle infrastructure and electrified public transit; implementing near-zero GHG waste plans; and delivering high-efficiency water and wastewater services.

Investments in these types of measures also reduce operating costs, help municipalities maintain and plan for future community services, protect public health, support sustainable community development, increase community resilience and reduce a community's vulnerability to environmental, economic and social stresses.

A number of government and international and national organizations have called for greater cooperation among all stakeholders to meet reduction targets, including Canada's Big City Mayors' Caucus, which supports binding GHG emission reduction targets at the international, national and city levels, action plans that cut emissions, identification of risks and mitigation solutions, and regular municipal GHG emissions reporting.

THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK

MOVED BY: _____ **RESOLUTION #:** -19-19

SECONDED BY: _____ **DATE:** October 15th, 2019

BE IT RESOLVED THAT

WHEREAS the Federation of Canadian Municipalities (FCM) and ICLEI- Local Governments for Sustainability (ICLEI Canada) have established the Partners of Climate Protection (PCP) program to provide a forum for municipal governments to share their knowledge and experience with other municipal governments on how to reduce GHG emissions;

AND WHEREAS over 350 municipal governments across Canada representing more than 65 percent of the population have already committed to reducing corporate and community GHG emissions through the PCP program since its inception in 1994;

AND WHEREAS the PCP program is based on a five milestone framework that involves completing a GHG inventory and forecast, setting a GHG reduction target, development of a local action plan, implementing the plan, monitoring progress and reporting results;

THEREFORE BE IT RESOLVED THAT the Township of Assiginack review the guidelines on PCP Member Benefits and Responsibilities and then communicate to the FCM and ICLEI Canada its participation in the PCP Program and its commitment to achieving the milestones set out in the PCP five milestone framework;

AND THAT the Township of Assiginack appoint Councillor McDowell and Alton Hobbs to oversee implementation of the PCP milestones and be the points of contact for the PCP program within the municipality.

CARRIED: _____

DEFEATED: _____

TABLED: _____

MAYOR

Recorded Vote:

DISCLOSURE OF INTEREST

Yea

Nay

David Ham _____

Christianna Jones _____

Rob Maguire _____

Dave McDowell _____

Hugh Moggy _____

THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK

BY-LAW # 19-18

**BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK
TO AUTHORIZE THE SALE OF SURPLUS PROPERTY KNOWN AS 70 QUEEN
STREET, MANITOWANING.**

WHEREAS the necessary authority is found in Sections 8 and 270 of the Municipal Act, SO., 2001 Chapter 25 as amended;

AND WHEREAS By-law # 04-37 outlines the Procedures to be followed when the Municipality wishes to dispose of surplus property;

AND WHEREAS

- a) The Municipality was approached in August of 2019 to sell the property legally described as being 70 Queen Street, Plan 39 Lot 10, Part Lot 9, N/S Queen Street, Plan 31R-2457, Parts 4 And 5.
- b) The property was declared surplus on September 16, 2019.
- c) Estimates of Value were obtained from two local Realtors in October, 2019.
- d) Notice was given to the Public of Council's intention to proceed via advertisements in the Manitoulin Expositor on October 2 and October 9, 2019 and no objections have been received to date;

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

- 1. THAT the property legally described as being 70 Queen Street, Plqn 39 Lot 10, Part Lot 9, N/S Queen Street, Plan 31R-2457 Parts 4 and 5 be sold to Dave Zelinsky and Heather Crowder for the sum of \$ 1.00.
- 2. THAT the Municipality will pay all legal and conveyance fees associated with this transfer.
- 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 15th day of October, 2019.

Mayor: Dave Ham