

**MUNICIPALITY**



**OF ASSIGINACK**

**REGULAR MEETING OF COUNCIL  
To Be Held in the Council Chambers  
Tuesday, February 4th, 2020 at 5:00 p.m.  
Council's Regular Meeting Agenda**

**For consideration:**

**1. OPENING**

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

**2. ANNOUNCEMENTS**

**3. ADOPTION OF MINUTES**

- a) Regular Council Meeting Minutes of January 21<sup>st</sup>, 2020.
- b) Minutes of the Assiginack Public Library Board Meeting of December 19, 2019.
- c) Minutes of the Manitoulin CPAC Meeting of January 8, 2020.
- d) Minutes of Public Health Sudbury & District Board Meeting of January 16, 2020.

**4. DELEGATIONS**

- a) Sandy Cook: Gore Bay Manitoulin Lodge Auxiliary Inc.: Angel Bus Support
- b) Steve Moggy: MOECP: Landfill Amended ECA Review

**5. REPORTS**

- a)

**6. ACTION REQUIRED ITEMS**

- a) Accounts for Payment: General: \$52,347.09 Payroll: \$ 19,432.64
- b) OCLIF Funding Allocation Request

- c) MICA: Gift of Cycle Rack and Update
- d) 3<sup>rd</sup> Line Studio: BWT Condition Assessment Proposal

## **7. INFORMATION ITEMS**

- a) Destination Manitoulin Island: Welcome Center
- b) City of Sarnia: Deep Geologic Repository Project
- c) Service Provider Network Request for Support
- d) MCCSS: Poverty Reduction Strategy Survey

## **8. BY-LAWS**

- a) By-law #20-01: Interim Tax Levy By-law

## **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, January 21, 2020 at 5:00 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  
Jackie White, PEC  
Dwayne Elliott, Fire Chief

**Public:** Assiginack Robotics Team:  
Chris and Margit Mara  
Xavier and Sebastian Mara  
Dylan and Ryan Kuntsi  
Tanner Leblanc  
Ayden Hartley  
Javier Salas-Cooper  
Jennifer Hooper  
Mark Kuntsi

**OPENING:**

**#14-02-2020 D. McDowell - H. Moggy**

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

**CARRIED**

**AGENDA:**

**#15-02-2020 H. Moggy - D. McDowell**

THAT the agenda for this meeting be amended by adding Item #9 In Camera Session and then approved.

*CARRIED*

**DISCLOSURE OF PECUNIARY INTEREST:**

NONE

**ANNOUNCEMENTS:**

Councillor Moggy informed Council that the Museum Advisory Committee was holding a planning meeting for the municipality's 150<sup>th</sup> anniversary. The meeting is scheduled for February 11<sup>th</sup> at 7:00 pm at the Museum. All are welcome to attend.

**ADOPTION OF MINUTES:**

**#16-02-2020 D. McDowell - H. Moggy**

THAT the Minutes of the Regular Council Meeting of January 7<sup>th</sup>, 2020 be accepted.

*CARRIED*

**DELEGATIONS:**

NONE

**REPORTS:**

**#17-02-2020 H. Moggy - D. McDowell**

THAT the Minutes of Manitoulin East Municipal Airport Commission meeting of January 6<sup>th</sup>, 2020 be accepted.

*CARRIED*

**#18-02-2020 D. McDowell - H. Moggy**

THAT we thank the members of the Assiginack Robotics Team and their coaches for attending this meeting and demonstrating their project.

*CARRIED*

**#19-02-2020 H. Moggy - D. McDowell**

THAT we acknowledge the receipt of the following Year End Staff Reports:

Chief Building Official  
Project and Events Co-Ordinator  
Arena Management  
Public Works

*CARRIED*

**#20-02-2020 R. Maguire - C. Jones**

THAT we acknowledge the receipt of the September 2019 Manitowaning Sewage System Inspection Report from the Ministry of the Environment, Conservation and Parks.

*CARRIED*

**ACTION REQUIRED ITEMS:**

**#21-02-2020 R. Maguire - C. Jones**

THAT Council authorizes the following Accounts for Payment:

General:      \$111,059.98

AND THAT the Mayor and administration be authorized to complete cheques #29557 through #29589 as described in the attached cheque register report.

*CARRIED*

**#22-02-2020 R. Maguire - C. Jones**

THAT Council authorizes the following Accounts for Payment:

Payroll:      \$20,351.06

AND THAT the Mayor and administration be authorized to complete cheques #29552 through #29556 as described in the attached cheque register report.

*CARRIED*

**INFORMATION ITEMS:**

**#23-02-2020 C. Jones - R. Maguire**

THAT we acknowledge receipt of the following correspondence items:

a) Manitoulin Streams Funding Request (tabled to budget discussions)

- b) Town of Deep River: Support for Small Modular Nuclear Reactor Technology)

*CARRIED*

**BY-LAWS:**

NONE

**CLOSED SESSION:**

**#24-02-2020 C. Jones - R. Maguire**

THAT in accordance with By-law # 02-02 as amended and Section 239 of the Municipal Act as amended, Council proceed to a Closed Session (in camera) at 5:40 pm in order to attend to a matter pertaining to:

- a) A Proposed or pending acquisition or disposition of land by the Municipality

*CARRIED*

**#25-02-2020 C. Jones - R. Maguire**

THAT we adjourn from our closed session at 6:15 pm, accept the Minutes of the Closed Session of January 7<sup>th</sup>, 2020 and resume our Regular Meeting.

*CARRIED*

**CLOSING:**

**#26-02-2020 R. Maguire - C. Jones**

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

*CARRIED*

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David Ham, MAYOR

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Alton Hobbs, CAO/DEPUTY CLERK

6:16 p.m.

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

RECEIVED

JAN 24 2020

**ASSIGINACK PUBLIC LIBRARY BOARD MEETING  
THURSDAY DECEMBER 19, 2019**

The meeting was called to order by the board chair at 4:44

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

Regrets: Lori

32-19 Jane/Christianna

That the minutes, attached, of November 18/19 be approved...cd

33-19 Heather/Irma

That the financial report for November, attached be approved as presented...cd

It was noted that two errors by the B of M had been noted, reported and corrected.

34-19 Heather/ Jane

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

It was noted that Schedule 12 of the Ontario Ministry of Heritage, Sport, Tourism and Culture Industries had amended Subsection 10 (1) of the Public Libraries Act to provide "that a person who is a permanent resident of Canada may qualify to be appointed as a member of the board" and under Subsection 16 (1) a public library board, "is required to hold a minimum of seven regular meetings in each year".

Old Business

The music concert will be rescheduled to the spring.

New Business

Holiday hours: The Library will be open on December 24<sup>th</sup> from 11-4, regular hours will return on January 2<sup>nd</sup>.

Other

35-19 Jane/Christianna

That the Board provide honourariums to:

Deb MacDonald re: oversight, auditing and yearend financial preparations

Jackie White re: technical support...cd

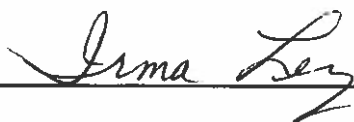
Coming Events: None planned at this time.


Jane read a letter from Allison Greenhill, a former board member.

Next Meeting...January 23, 2020 at 4:45 at the Library

36-19 The meeting was adjourned at 5:03 on a motion by Heather.

Board members enjoyed some Christmas snacks.

  
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RECEIVED

JAN 22 2020

**MINUTES  
COMMUNITY POLICING ADVISORY COMMITTEE MEETING  
08 JANUARY 2020  
MINDEMOYA COUNCIL CHAMBERS  
7:00 P.M.**

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**PRESENT:** S/Sgt. Helena WALL - OPP  
Al BOYD - NEMI  
John TURNER – Gordon / Barrie Island  
Dave MCDOWELL – Assiginack  
Steve SHAFFER – Central Manitoulin  
Rick GORDON – Tehkummah  
Bryan BARKER, Billings  
Wayne BAILEY, Burpee/Mills

**REGRETS:** Insp. CAVANAGH - OPP  
Patricia BAILEY, Gore Bay

**PUBLIC:** Tom SASVARI – Manitoulin Recorder

**Minutes Taken by** Allan Boyd

**CALL MEETING TO ORDER**

Al BOYD, chairperson called meeting to order at 7:02 p.m. He thanked everyone for attending. Al BOYD advised he would take the minutes.

**ADOPTION OF AGENDA**

Al BOYD asked if any changes to the agenda or additions. Hearing none Al BOYD asked for motion

**Moved by Wayne BAILEY and seconded by Bryan BARKER that the agenda be adopted.  
CARRIED.**

**ADOPTION OF MINUTES**

Minutes of the 11 DEC 2019 meeting have been circulated and members were asked if there were any corrections needed.

Steve SHAFFER advised of a correction on Parking Concerns Hwy 542 & Hwy 551 that Central Manitoulin wanted to lower the speed limit to 50 km/h rather than 40 km/h.

**Moved by Steve SHAFFER and seconded by Rick GORDON that the agenda be adopted.  
CARRIED.**

S/Sgt. WALL advised that Insp. CAVANAGH could not make the meeting and she is here to attend in her place.



## **BUSINESS ARISING FROM LAST MEETING**

### **Introduction of S/Sgt. Helena WALL**

Al BOYD was pleased to introduce a new member to the Manitoulin Detachment S/Sgt. Helena WALL who has just recently been appointed as Operations Manager. Since Councilors BARKER and BAILEY were not able to make last meeting introductions were done again.

### **PARKING CONCERNS HWY 542 and HWY 551**

Parking concerns were addressed by Steve SHAFFER with the issue of vehicles parking in the curb lanes along the highways blocking entrances into private driveways. Letters have been written to the MTO to see about painting no parking or erecting signs along the highways. The response was that perhaps the OPP had some suggestions for enforcement ideas.

S/Sgt. Wall investigated the situation along with Sgt. Patterson who was having issues along Hwy 540 by Bridal Veil Falls in Kagawong and while e-tickets were issued they were not accepted at the POA courts and were quashed as it costs too much to prosecute them. So, the option of laying e-tickets is no longer an option by the OPP. Both Steve SHAFFER and Bryan BARKER voiced their concerns and displeasure to learn this. Discussion took place on other options to see why the court are not allowing these e-tickets.

Al BOYD suggested a letter be drafted and sent to the presiding Justice of the Peace and see if the courts are willing to make changes. However, the issue is the cost of prosecution of these tickets.

### **CANNABIS FUNDING**

At the last meeting John TURNER from Gordon/Barrie Island asked Insp CAVANAGH if the OPP could use some of the money that municipalities received for Cannabis funding. Al BOYD suggested that she would get in touch with Constable FORD the CSO and see if she or one of her committees could use funds for education programs like DARE etc. Insp CAVANAGH thought that would be an excellent use of the funds.

Al BOYD contacted Constable FORD and asked her if she could send a report to CPAC which she did.

Each CPAC member was asked to take this back to their councils and see if money can be issued to these programs from the Cannabis Funding. The following came back to CPAC

Central Manitoulin passed a motion to grant \$500.00

Gordon/Barrie Island motion for \$1000.00

Assiginack motion for \$500.00

NEMI – Item was brought forward to Council for funding and was advised that the letter from the Ontario Cannabis Legalization Implementation Fund (OCLIF) explained that the monies needed to be used for the enforcement and increased services for paramedics and fire services not the education aspect. That was disputed by many councilors around the CPAC table that advised it was the interpretation by council and the letter went on to say that it also includes the way for the safety of the children and to educate the public about the health and safety concerns which is included in many of Constable Fords programs.

Billings – item to be taken to council

Burpee/Mills – item to be taken to council

Tehkummah – item to be taken to council

## **TAKING OF MINUTES CPAC MEETING**

This issue was brought up again and it was advised by S/Sgt. WALL that the OPP would not be supplying a steno to take minutes. She explained no other CPAC committee in the region was doing this that this service was offered by the previous Detachment Commanders.

Al Boyd mentioned that he did receive feedback from some municipalities and that there were 3 people identified that could do the minutes for us for the pervious quote of a \$100.00 per meeting. While some councilors did take this back to their councils it was explained by some councilor's operations costs could be covered for this type of service providing each council is willing to pay.

John TUNER explained that since CPAC only meets 5 times a year every other month and not during the summer months of July and August that only has 5 meetings a year. A total cost of \$500.00 divided by 8 councils is only \$62.50 a year by each municipality.

Councilors advised they would take this back to their respective councils for guidance and suggestions.

Al BOYD advised he did speak with his council and they felt that this would be added cost and gave suggestions that other committees either share doing the minutes of members on a rotation basis. Also, a suggestion of meeting during the day and meet at the OPP detachment and have the steno conduct the minutes as to save overtime as explained by Insp Cavanagh in past meetings. S/Sgt. WALL advised she would be happy to take this back and see.

Most councilors were not in favour of this because one, the location of Central Manitoulin worked well as this would mean driving to Little Current all the time. Also, some councilors have daytime commitments as some are looking after farms, have jobs and other curls during the day so the majority did not want to meet during the day.

In the meantime, AL BOYD advised that maybe the minutes do not need to have all the details as once did by the OPP as the previous OPP steno did an amazing job recording all the details of CPAC over the previous years. In the meantime, until a solution is decided AL BOYD agreed to take the minutes unless some one else wishes to volunteer.

## **NEW BUSINESS**

### **Detachment Commanders Comments**

S/Sgt. WALL handed out the Police Services Board Reports and was open to any questions. She advised that she would be attending now if Insp CAVANAGH could not make to the meetings. And gave out her contact information including e-mail address if anyone has any issues to feel free to contact her.

Dave MCDOWELL advised her e-mails work as he sent S/Sgt. WALL a concern about speeding and that next morning he noticed an OPP unit having someone stopped on Hwy 6 in Assiginack. And has seen an increased in enforcement in the area.

## **R.I.D.E. FESTIVE SEASON STATS**

Al BOYD had sent an e-mail to Insp CAVANAGH to see if she could advise CPAC of the Festive RIDE stats over the holidays it appears that several charges were laid surrounding drinking and driving as by the media releases.

S/Sgt. WALL reported the following statistics the festive RIDE season started November 23, 2019 and ran until January 02, 2020. During that time the following took place

- 8 Impaired Charges were laid
- 2 Warnings were issued with suspensions
- 133 RIDE Checks were conducted during this time frame

Al BOYD asked if there were several vehicles checked and S/Sgt. WALL did not have that number and it was explained that there were 133 checks conducted meaning officers set up on the road and stopped vehicles. Each check could be a few vehicles stopped to many depending on location and time of day or night. Plus, it included all the Manitoulin and North Shore Area just not Manitoulin.

## **ROUND TABLE**

**Steve SHAFFER – Central Manitoulin** inquired about the use of the Speed Radar Sign and if it can be used by each municipality. S/Sgt. WALL advised I am sure it could and turned the question to Al BOYD since he may have better knowledge. It was explained that the sign was acquired by the Manitoulin Injury Prevention Coalition while he was the CSO and from donations from Corporate sponsors the MTO and Municipalities the intent of the sign was be used to monitor traffic concerns throughout the island and a request was only needed to get it set up in a problem area. That he believed the policy is still the same and to contact the OPP for direction.

**Patricia BAILEY- Gore Bay** – not in attendance

**John TURNER – Gordon/Barrie Island** – advised he is seeing lots of Distracted Driving issues with people using cell phones on the island. S/Sgt. WALL advised it is a personal issue with her and that she encourages if you witness this is to get the particulars of the vehicle and to call it in. Officers can and will lay charges with witness statements from the public.

**Dave MCDOWELL – Assiginack** brought concerns over speeding on Highway 6 through Assiginak and asked what was the limit that officers stop motorists. S/Sgt. WALL responding by saying that it is an officer's discretion in stopping vehicles at 10 or 15 or 20 over again if complaints come through to call it in and officers will do there best to apprehend offenders. Dave McDOWELL also asked if a fraud or scammer is elsewhere around the world if the victim is here on the island is it the OPP that investigates. The response was yes from S/Sgt. WALL.

**Bryan BARKER – Billings** – no concerns currently

**Wayne BAILEY – Burpee/Mills** – no concerns currently

**Rick GORDON - Tehkummah** no concerns currently

**Allan BOYD - NEMI** – Allan BOYD advised that all appears to be quite in NEMI. He advised that he has a motion forward to council to see about getting the name of Boozeneck road changed

where the new detachment is located and NEMI staff are doing research into the history of the name.

**MEETING AJOURNED**

Meeting was adjourned at 8:38 pm

**Moved by John TURNER and Wayne BAILEY**  
**Carried**

**DATE and TIME OF NEXT MEETING**

Wednesday March 11, 2020 – 7 p.m., Mindemoya Council Chambers



**UNAPPROVED MINUTES – FIRST MEETING  
BOARD OF HEALTH  
PUBLIC HEALTH SUDBURY & DISTRICTS  
PUBLIC HEALTH SUDBURY & DISTRICTS, BOARDROOM, SECOND FLOOR  
THURSDAY, JANUARY 16, 2020 – 1:30 P.M.**

**BOARD MEMBERS PRESENT**

Janet Bradley  
James Crispo  
Randy Hazlett  
Robert Kirwan

René Lapierre  
Bill Leduc  
Paul Myre  
Ken Noland

Mark Signoretti  
Nicole Sykes  
Carolyn Thain

**BOARD MEMBERS REGRETS**

Jeffery Huska  
Glenda Massicotte

**STAFF MEMBERS PRESENT**

Sandra Laclé  
Stacey Laforest  
Jamie Lamothe

Rachel Quesnel  
France Quirion  
Dr. Penny Sutcliffe

Renée St. Onge  
Dr. Ariella Zbar

**MEDIA PRESENT**

Media

**R. QUESNEL PRESIDING**

**1. CALL TO ORDER AND TERRITORIAL ACKNOWLEDGMENT**

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

- i) **Resignation from Board of Health member, Rita Pilon**
  - Thank you letter from the Board of Health Chair, Public Health Sudbury & Districts, to Rita Pilon, Board of Health member, dated December 18, 2019
  - Email from Rita Pilon, Board of Health Member, representing the Township of Chapleau, to the Board of Health Chair and Dr. Sutcliffe, dated December 5, 2019
- ii) **Thank You Letter - Provincial Appointment – End of Term**
  - Thank you letter to Janet Bradley, Provincial Appointee, from the Deputy Premier and Minister of Health dated December 20, 2019

R. Pilon and J. Bradley were thanked for their longstanding contributions on the Board of Health.

**2. ROLL CALL**

**3. REVIEW OF AGENDA/DECLARATIONS OF CONFLICTS OF INTEREST**

There were no declarations of conflict of interest.

**4. ELECTION OF OFFICERS**

Following a call for nominations for the position of Chair of the Board of Health, R. Lapierre was nominated. There being no further nominations, the nomination for the Board of Health Chair for Public Health Sudbury & Districts for 2020 was closed. R. Lapierre accepted his nomination and the following was announced:

***THAT the Board of Health appoints R. Lapierre as Chair of the Board for the year 2020.***

**R LAPIERRE PRESIDING**

**APPOINTMENT OF VICE-CHAIR OF THE BOARD**

Following a call for nominations for the position of Vice-Chair of the Board of Health, Jeff Huska and Randy Hazlett were nominated.

There being no further nominations, the nomination for Vice-Chair for the Board of Health for 2020 was closed. R. Lapierre noted that J. Huska has indicated via email that he would accept a nomination to the Vice-Chair position. Randy Hazlett also accepted his nomination and a paper vote was conducted. The Chair announced:

***THAT the Board of Health appoints Jeff Huska as Vice-Chair of the Board for the year 2020.***

**APPOINTMENTS TO THE BOARD EXECUTIVE COMMITTEE**

Following a call for nominations for three positions of Board Member at Large to the Board Executive Committee, James Crispo, Ken Noland, Randy Hazlett, Nicole Sykes, and Carolyn Thain were nominated.

There being no further nominations, the nominations for the Board Executive Committee for the year 2020 was closed. All nominees accepted their nominations and a ballot vote was conducted. The Chair announced:

***THAT the Board of Health appoints the following individuals to the Board Executive Committee for the year 2020:***

- 1. James Crispo, Board Member at Large***
- 2. Nicole Sykes, Board Member at Large***
- 3. Ken Noland, Board Member at Large***
- 4. René Lapierre, Chair***
- 5. Jeff Huska, Vice-Chair***
- 6. Medical Officer of Health/Chief Executive Officer***
- 7. Director, Corporate Services***
- 8. Secretary Board of Health (ex-officio)***

**APPOINTMENTS TO THE FINANCE STANDING COMMITTEE OF THE BOARD**

Following a call for nominations for three positions of Board Member at Large to the Finance Standing Committee of the Board, Mark Signoretti, Randy Hazlett, and Carolyn Thain were nominated.

There being no further nominations, the nominations for the Finance Standing Committee of the Board of Health for the year 2020 was closed. All accepted their nominations and the Chair announced:

***THAT the Board of Health appoints the following individuals to the Finance Standing Committee of the Board of Health for the year 2020:***

- 1. Mark Signoretti, Board Member at Large***
- 2. Randy Hazlett, Board Member at Large***
- 3. Carolyn Thain, Board Member at Large***
- 4. René Lapierre, Board Chair***
- 5. Medical Officer of Health/Chief Executive Officer***
- 6. Director, Corporate Services***
- 7. Secretary Board of Health***

**5. DELEGATION/PRESENTATION**

- i) Workforce Development at Public Health Sudbury & Districts**
  - David Groulx, Manager, Professional Practice and Development, Knowledge and Strategic Services Division
  - Troy Haslehurst, Manager, Human Resources, Corporate Services Division

D. Groulx and T. Haslehurst began by noting that the primary aim of workforce development is to facilitate and sustain the development in the Public Health Sudbury & Districts' workforce.

A workforce development framework, developed to assist in and support the planning of workforce development strategies/activities, includes these key domains:

1. workforce planning
2. workforce capacity building
3. human resources management

Workforce development also supports ongoing capacity to meet Public Health Sudbury & Districts' strategic plan priorities. Due to investments in workforce development over the years, such as staff development, the Public Health Sudbury & Districts' workforce is competent, resilient, qualified, and well positioned to respond to community needs and emergency situations. The framework continuously guides efforts to ensure the right people are hired with the right skills and knowledge, in the right roles, at the right time.

Questions and comments related to hiring of students and recruitment of staff that are a good fit with the organizational culture and values. Further to an inquiry regarding succession planning, Dr. Sutcliffe noted that this is a high/red risk in the Risk Management Plan. She added that Public Health Sudbury & Districts undertook a formal process to develop a succession plan; however, the project scope had to be adjusted due to the Ministry of Health's Public Health modernization.

## **6. CONSENT AGENDA**

- i) **Minutes of Previous Meeting**
  - a. Seventh Meeting – November 21, 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, January 2020
- v) **Correspondence**
  - a. E-Cigarettes and Aerosolized Products
    - Letter from the Township of Nairn and Hyman to the Minister of Health dated January 3, 2020, in support of the Public Health Sudbury & Districts' Motion 48-19
    - Email from Shelley Martel, NDP Stakeholder Relations, to Dr. Sutcliffe, dated December 17, 2019
    - Letter from the Board of Health Chair, Leeds, Grenville & Lanark District Health Unit, to the Minister of Health, dated December 2, 2019
    - Letter from the Board of Health Chair, Peterborough Public Health, to the Federal Minister of Health, dated November 29, 2019



## Unapproved Minutes

Board of Health – January 16, 2020

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- Letter from the Mayor, City of Hamilton, to the Federal Minister of Health, dated November 27, 2019
- Letter from the Mayor, City of Hamilton, to the Provincial Minister of Health, dated November 27, 2019
- Letter from the Board of Health Chair, Haliburton, Kawartha, Pine Ridge District Health Unit, to the federal and provincial Ministers of Health, dated November 21, 2019
- Report from the Medical Officer of Health, Middlesex-London Health Unit, to the Ontario Boards of Health, dated October 17, 2019
- b. Opioid Overdose Emergency Resolution
  - Letter from the Mayor, City of Hamilton, to the federal and provincial Ministers of Health, dated November 27, 2019
- c. Local Health Care Services
  - Letter and motion from the Municipality of Killarney, to the Town of Kingsville, dated November 27, 2019
  - Letter from the Corporation of the Town of Espanola, to the Premier of Ontario, in support of the Town of Kingsville, dated November 12, 2019
- d. Request for Weekly Data Reports on Vaping Cases
  - Letter from the Board of Health Chair, Peterborough Public Health, to the Minister of Health, dated January 2, 2020
  - Letter from the Mayor, City of Hamilton, to the Minister of Health, dated October 30, 2019
- e. Opposition to Co-Payment for Dentures under the New Ontario Seniors Dental Care Program
  - Letter from the Mayor, City of Hamilton, to the Minister of Health, dated October 30, 2019
- f. Support for a Seamless Provincial Immunization Registry
  - Letter from the Mayor, City of Hamilton, to the Minister of Health and the Chief Medical Officer of Health, dated October 30, 2019
- g. National Universal Pharmacare Program
  - Letter from the Board of Health Chair, Leeds, Grenville & Lanark District Health Unit, to the Federal Minister of Health, dated December 18, 2019

### vi) Items of Information

- |  |                        |
|--|------------------------|
| a. alPHa Information Break   | December 13, 2019      |
| b. News Release re: Huron County Health Unit and Perth District Health Unit Merger | December 19, 2019      |
| c. alPHa 2020 Winter Symposium Save the Date Flyer                                 | February 20 & 21, 2020 |

- d. *CBC: Huron County becomes third municipality to pay living wage*

December 20, 2019

**01-20 APPROVAL OF CONSENT AGENDA**

**MOVED BY HAZLETT– LEDUC: THAT the Board of Health approve the consent agenda as distributed.**

**CARRIED**

Kudos were extended to the Public Health Sudbury & Districts' team for its response to the recent hepatitis A incident. Dr. Sutcliffe responded to a question related to vaping.

**7. NEW BUSINESS**

**i) Survey Results from Regular Board of Health Meeting Evaluations**

- Board of Health Meeting Evaluations Summary – 2019

Evaluation results from regular Board of Health meetings have been summarized for the Board's information. It was clarified that where Board members selected *Not Applicable*, the response was excluded from the calculation and the number of N/A respondents for the question was noted below the relevant graph.

**ii) Board of Health, Public Health Sudbury & Districts Meeting Attendance**

- Board of Health Meeting Attendance Summary – 2019

A summary of individual Board of Health member attendance at regular Board of Health meetings for 2019 is shared for information. The yearly summary is tabled annually.

**iii) Fully Funded Universal Healthy School Food Program**

- Briefing Note from the Medical Officer of Health dated January 9, 2020

Dr. Sutcliffe highlighted that in Ontario, the school or student nutrition program aims to support students' learning and healthy development through additional nourishment. The school nutrition program funding model is unsustainable and is negatively impacting its effectiveness. It was shared that only 19% of Sudbury & District youth (ages 12-19) reported meeting the recommended intake of fruit and vegetables. Today's motion seeks support from the federal Minister of Health to develop a universal publicly funded school food program that aligns with Canada's Dietary Guidelines.

Questions and comments were entertained. It was suggested that the goals of the program be clearly articulated. In response to concerns of imposing a national program requiring participation of every school and concerns about parent choice and respecting cultural differences, it was clarified that the recommended motion advocates for a program that is based on the principles of the Canada Food Guide and would be open to all children thus reducing the potential for stigmatization. Food insecurity is a concern

across Canada. It was noted that the impacts of workload and food waste should be considered. It was also recognized that cost is not the only barrier to accessing nutritious foods. It was suggested that we further advocate to the provincial government; therefore, a friendly amendment to the motion to include the Ontario Minister of Health in the operative clause was supported.

The following motion was entertained and it was noted that the work and advocacy from other jurisdictions on this topic will be referenced when the motion is shared.

**02-20 FULLY FUNDED UNIVERSAL HEALTHY SCHOOL FOOD PROGRAM**

**MOVED BY SYKES – NOLAND: WHEREAS** a universal publicly funded healthy school food program in Canada enables all students to have the opportunity to eat healthy meals at school every day, and no child is left out due to their family's ability to pay, fundraise, or volunteer with the program; and

**WHEREAS** only 19% of Sudbury & District youth (ages 12-19) reported meeting the recommended intake of fruit and vegetables, an indicator of nutrition status and a risk factor for the development of nutrition-related chronic diseases;

**THEREFORE BE IT RESOLVED THAT** That the Board of Health for Public Health Sudbury & Districts support resolutions by the Federation of Canadian Municipalities, and Boards of Health for Grey Bruce Health Unit, Toronto Public Health, Peterborough Public Health and Windsor-Essex County Health Unit for a universal publicly funded healthy school food program.

**FURTHER THAT** the Board calls on Canada's Minister of Health and Ontario's Minister of Health to work in consultation with the all provinces, territories, Indigenous leadership, and other interest groups to collaboratively develop a universal publicly funded school food program that is aligned with Canada's Dietary Guidelines.

**CARRIED WITH FRIENDLY AMENDMENTS**

**iv) Provincial Public Health Modernization Consultation**

- Ministry of Health email invitation re: January 14, 2020, consultation session
- Briefing Note from the Medical Officer of Health and Chief Executive Officer dated January 9, 2020
- Draft Preliminary Key Considerations: Public Health Modernization Discussion Paper Response

Through a slide presentation, Dr. Sutcliffe reviewed the process to seek the Board's input into the development of a Public Health Sudbury & Districts submission to the Ministry of Health on the Ministry's Discussion Paper on Public Health Modernization.

The Board's feedback was sought on the content of the draft *Preliminary Key Considerations* document and appendices and motion seeking support to give authority to the Board Chair to finalize our paper based on today's feedback in order to meet the February 10, 2020 submission deadline.

It was recapped that the Ministry launched the much-anticipated public health modernization consultation and released the Discussion Paper at a webinar on November 18. The Ministry also advised at that time that stakeholders would have an opportunity to complete a survey.

Public Health Sudbury & Districts, Algoma Public Health and North Bay Parry Sound District Health Unit attended the Ministry's consultation session in North Bay on January 14, 2020. Public Health Sudbury & Districts senior managers and Board members attended the consultation in person as well as by teleconference. The Ministry will present updates at the January 20, 2020, ROMA conference that will be attended by the Special Advisor. R. Lapierre will be attending the ROMA conference on behalf of the Board of Health.

The Board collectively reviewed the *Preliminary Key Considerations* document, appendices, prepared by management and the MOH and reflected on what was heard at the January 14 consultation session. Questions prompting discussions included what's missing, what needs further work, anything I cannot live with, and other considerations.

The Ministry has indicated that it is "pressing reset" from its original communication to dissolve 35 boards and create 10 regional public health entities, effective April 1, 2020, noting that this is no longer the intention. In response to an inquiry, Dr. Sutcliffe clarified that the Ministry change in funding policy to up to 70% for both cost-shared programs and previously-100%-funded programs is still in effect as of January 1, 2020.

Feedback provided at the consultation session was summarized and included concerns relating to the change in funding formula and financial impacts on municipalities. Challenges per the Ministry of Health Discussion Paper were reviewed and the five overarching messages to be included in the Public Health Sudbury & Districts submission discussed.

It was clarified that a model or structure has purposely not been recommended; however, principles that would be adhered to are clearly articulated. In response to an inquiry, Dr. Sutcliffe indicated that once the government signaled a change in direction,

the NEPHTI committees did not see a need to continue to meet. The four models proposed to the Ministry at the consultation session by North Bay Parry Sound District Health Unit, which did not include any input from NEPHTI, were summarized.

Board members were thanked for their input to be incorporated into the final document which will be shared with all members via email when it is submitted to the Ministry. The Ministry staff have indicated that it is not necessary to have multiple survey responses in addition to a document submitted on behalf of a group. It was suggested that our submission be shared with local partners.

In addition to the Board of Health's submission, the Public Health Sudbury & Districts management team will complete individual surveys highlighting Public Health Sudbury & Districts submission points.

#### **03-20 PUBLIC HEALTH MODERNIZATION DISCUSSION PAPER RESPONSE**

**MOVED BY SIGNORETTI – HAZLETT: WHEREAS** the Board of Health for Public Health Sudbury & Districts, having reviewed and discussed edits to the Preliminary Key Considerations: Public Health Modernization Discussion Paper Response, authorizes the Board of Health Chair to so finalize the document for submission on the Board of Health's behalf to the Ministry of Health and the Special Advisor by the February 10, 2020, deadline.

**CARRIED**

#### **v) Board of Health Meeting Date**

Due to the alPha winter symposium scheduled for February 20, 2020, it is recommended that the regular Board of Health meeting date be changed.

#### **04-20 BOARD OF HEALTH MEETING DATE**

**MOVED BY HAZLETT – SIGNORETTI: WHEREAS** the Board of Health regularly meets on the third Thursday of the month; and

**WHEREAS** By-Law 04-88 in the Board of Health Manual stipulates that the Board may, by resolution, alter the time, day or place of any meeting;

**THEREFORE BE IT RESOLVED THAT** this Board of Health agrees that the regular Board of Health meeting scheduled for 1:30 pm Thursday, February 20, 2020, be moved to 1:30 pm on Wednesday, February 19, 2020.

**CARRIED**

**8. ADDENDUM**

None.

**9. ANNOUNCEMENTS / ENQUIRIES**

Board members are encouraged to complete the survey for today's Board of Health meeting as well as to complete two declaration forms in paper or electronic format.

**10. ADJOURNMENT**

**05-20 ADJOURNMENT**

**MOVED BY NOLAND – SIGNORETTI: THAT we do now adjourn. Time: 3:45 p.m.**

**CARRIED**

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(Chair)

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(Secretary)



RECEIVED  
JAN 20 2020

**Auxiliary Inc.**

3 Main Street, Gore Bay, Ontario P0P 1H0  
Registered Charity # 872717210RR0001  
[www.manitoulinauxiliary.org](http://www.manitoulinauxiliary.org)

January 20<sup>th</sup>, 2020

Mayor David Ham and Councillors of the Township of Assiginack  
c/o Alton Hobbs, Chief Administrative Officer  
156 Aurthur Street, P.O. Box 238, Manitowaning, Ontario P0P 1N0

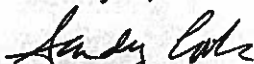
Dear Mayor Ham and Councillors:

The Angel Bus is an initiative of Gore Bay Manitoulin Lodge Auxiliary Inc., a non-profit charitable organization since 2002. From April 2015, the Angel Bus has provided free of charge transit service to those residents of Manitoulin Lodge and citizens of Western Manitoulin with mobility issues. The Angel Bus enables its patrons to attend medical appointments and church services, to take part in family functions and to enjoy local cultural events. In general, the Angel Bus allows its patrons to enjoy an enhanced quality of life.

Since its inception, the Angel Bus initiative has been embraced by the community as a viable, needed and valued service. Local businesses, service clubs, municipalities, churches and individual citizens have generously sustained its operation with donations. As well, annual fundraising events are organized by the Angel Bus Committee. The Angel Bus is totally dependent on donations. In addition, all the work, whether it be serving on the Committee, organizing events, dispatching or driving the Angel Bus, is done by volunteers. All monies raised go toward the ongoing maintenance and operation of the Angel Bus.

I would ask you to consider the need for an accessible vehicle for the east side of Manitoulin. To this end, I'm scheduled as a delegation at your next Council meeting, to share our experience, raise awareness and hopefully interest. If you have any specific questions you'd like me to address, please let me know so I might bring the appropriate information. My contact information is below. I would also ask you to think about who might champion this cause.

Thank-you,

  
Sandy Cook



Contact: Sandy Cook  
479 Newburn Road  
Kagawong, ON  
P0P 1J0

Phone and FAX: 705-282-8876  
Email: [theangelbus@hotmail.com](mailto:theangelbus@hotmail.com)

**The Angel Bus...** Gore Bay Manitoulin Lodge Auxiliary Inc.,  
Charitable Number 872717210RR0001



RECEIVED  
JAN 20 2020

AMENDED ENVIRONMENTAL COMPLIANCE APPROVAL

NUMBER A550301

Issue Date: December 19, 2019

The Corporation of the Township of Assiginack  
156 Arthur St Manitowaning  
Post Office Box, No. 238  
Northeastern Manitoulin and The Islands, Ontario  
P0P 1N0

Site Location: Assiginack Landfill Site  
Sucker Lake Road, Manitowaning  
Lot 45, Concession 2  
Assiginack Township, District of Manitoulin  
P0P 1N0

You have applied under section 20.2 of Part II.1 of the Environmental Protection Act, R.S.O. 1990, c. E. 19 (Environmental Protection Act) for approval of:

*the use and operation of 2 hectare waste disposal/transfer site within a total site area of 12 hectares.*

*This Environmental Compliance Approval revokes the following activities that was previously approved for the Site:*

- *open windrow composting operation; and*
- *staging of amendment material used in the composting process on a 40 m<sup>2</sup> asphalt pad.*

*For the purpose of this environmental compliance approval, the following definitions apply:*

- "Approval" means this Environmental Compliance Approval and any Schedules to it, including the application and supporting documentation listed in Schedule "A";
- "Contaminating Life Span" means contaminating life span as defined in Ontario Regulation 232/98;
- "Director" means any Ministry employee appointed in writing by the Minister pursuant to section 5 of the EPA as a Director for the purposes of Part II.1 of the EPA;
- "District Manager" means the District Manager of the local district office of the Ministry in which the Site is geographically located;



- "EPA" means *Environmental Protection Act* , R.S.O. 1990, c. E. 19, as amended;
- "Ministry" means the Ontario Ministry of the Environment, Conservation and Parks;
- "NMA" means *Nutrient Management Act* , 2002, S.O. 2002, c. 4, as amended;
- "Ontario Drinking Water Quality Standards" means Ontario Regulation 169/03 (Ontario Drinking Water Quality Standards) as amended;
- "Operator" means any person, other than the *Owner's* employees, authorized by the *Owner* as having the charge, management or control of any aspect of the *Site* and includes its successors or assigns;
- "Owner" means any person that is responsible for the establishment or operation of the *Site* being approved by this *Approval*, and includes the Corporation of the Township of Assiginack and its successors and assigns;
- "OWRA" means the *Ontario Water Resources Act* , R.S.O. 1990, c. O.40, as amended;
- "PA" means the *Pesticides Act* , R.S.O. 1990, c. P-11, as amended;
- "Provincial Officer" means any person designated in writing by the Minister as a provincial officer pursuant to Section 5 of the *OWRA*, Section 5 of the *EPA*, Section 17 of the *PA*, Section 4 of the *NMA*, or Section 8 of the *SDWA*;
- "Refrigerant Appliances" means household appliances which use, or may use refrigerants, and which include, but is not restricted to, refrigerators, freezers and air-conditioning systems;
- "Regional Director" means the Regional Director of the local Regional Office of the *Ministry* in which the *Site* is located;
- "Regulation 232" means Ontario Regulation 232/98 (New Landfill Standards) made under the *EPA*, as amended from time to time;
- "Regulation 347 or Reg. 3347" means Regulation 347, R.R.O. 1990, made under the *EPA*, as amended;
- "O. Reg. 463/10" means *Ontario Regulation 463/10, Ozone Depleting Substances and Other Halocarbons*, made under the *EPA*, as amended;
- "Regulation 903" means Regulation 903, R.R.O. 1990, made under the *OWRA*, as amended;
- "SDWA" means *Safe Drinking Water Act*, 2002, S.O. 2002, c. 32, as amended;

- "*Site*" means the entire waste disposal site, including the buffer lands, and contaminant attenuation zone at Sucker Lake Road, Manitowaning, Part 1, Lot 45, Concession 2, Assiginack Township, District of Manitoulin ; and
- "*Trained Personnel*" means personnel knowledgeable in the following through instruction and/or practice:
  - relevant waste management legislation, regulations and guidelines;
  - major environmental concerns pertaining to the waste to be handled;
  - occupational health and safety concerns pertaining to the processes and wastes to be handled;
  - management procedures including the use and operation of equipment for the processes and wastes to be handled;
  - emergency response procedures;
  - specific written procedures for the control of nuisance conditions;
  - specific written procedures for refusal of unacceptable waste loads; and
  - the requirements of this *Approval*.

*You are hereby notified that this environmental compliance approval is issued to you subject to the terms and conditions outlined below:*

## **TERMS AND CONDITIONS**

### **1. GENERAL**

#### **Compliance**

- (1) The *Owner* and *Operator* shall ensure compliance with all the conditions of this *Approval* and shall ensure that any person authorized to carry out work on or operate any aspect of the *Site* is notified of this *Approval* and the conditions herein and shall take all reasonable measures to ensure any such person complies with the same.
- (2) Any person authorized to carry out work on or operate any aspect of the *Site* shall comply with the conditions of this *Approval*.

#### **In Accordance**

- (3) Except as otherwise provided by this *Approval*, the *Site* shall be designed, developed, built, operated and maintained in accordance with the documentation listed in the attached Schedule "A".

#### **Interpretation**

- (4) Where there is a conflict between a provision of any document listed in Schedule "A" in this *Approval*, and the conditions of this *Approval*, the conditions in this *Approval* shall take precedence.

- (5) Where there is a conflict between the application and a provision in any document listed in Schedule "A", the application shall take precedence, unless it is clear that the purpose of the document was to amend the application and that the *Ministry* approved the amendment.
- (6) Where there is a conflict between any two documents listed in Schedule "A", the document bearing the most recent date shall take precedence.
- (7) The conditions of this *Approval* are severable. If any condition of this *Approval*, or the application of any condition of this *Approval* to any circumstance, is held invalid or unenforceable, the application of such condition to other circumstances and the remainder of this *Approval* shall not be affected thereby.

#### **Other Legal Obligations**

- (8) The issuance of, and compliance with, this *Approval* does not:
  - (a) relieve any person of any obligation to comply with any provision of any applicable statute, regulation or other legal requirement; or
  - (b) limit in any way the authority of the *Ministry* to require certain steps be taken or to require the *Owner* and *Operator* to furnish any further information related to compliance with this *Approval*.

#### **Adverse Effect**

- (9) The *Owner* and *Operator* shall take steps to minimize and ameliorate any adverse effect on the natural environment or impairment of water quality resulting from the *Site*, including such accelerated or additional monitoring as may be necessary to determine the nature and extent of the effect or impairment.
- (10) Despite an *Owner*, *Operator* or any other person fulfilling any obligations imposed by this *Approval* the person remains responsible for any contravention of any other condition of this *Approval* or any applicable statute, regulation, or other legal requirement resulting from any act or omission that caused the adverse effect to the natural environment or impairment of water quality.

#### **Change of Ownership**

- (11) The *Owner* shall notify the *Director*, in writing, and forward a copy of the notification to the *District Manager*, within 30 days of the occurrence of any changes in the following information:
  - (a) the ownership of the *Site*;
  - (b) the *Operator* of the *Site*;
  - (c) the address of the *Owner* or *Operator*; and
  - (d) the partners, where the *Owner* or *Operator* is or at any time becomes a partnership and a copy of the most recent declaration filed under the *Business Names Act*, R.

S. O. 1990, c. B.17, shall be included in the notification.

- (12) No portion of this *Site* shall be transferred or encumbered prior to or after closing of the *Site* unless the *Director* is notified in advance and sufficient financial assurance is deposited with the *Ministry* to ensure that these conditions will be carried out.
- (13) In the event of any change in ownership of the *Site*, other than change to a successor municipality, the *Owner* shall notify the successor of and provide the successor with a copy of this *Approval*, and the *Owner* shall provide a copy of the notification to the *District Manager* and the *Director*.

#### **Registration on Title Requirement**

- (14) Prior to dealing with the property in any way, the *Owner* shall provide a copy of this *Approval* and any amendments, to any person who will acquire an interest in the property as a result of the dealing.
- (15)
  - (a) Within thirty (30) calendar days from the date of issuance of this *Approval*, the *Owner* shall submit to the *Director* a completed Certificate of Requirement which shall include:
    - (i) a plan of survey prepared, signed and sealed by an Ontario Land Surveyor, which shows the area of the *Site* where waste has been or is to be deposited at the *Site*;
    - (ii) proof of ownership of the *Site*;
    - (iii) a letter signed by a member of the Law Society of Upper Canada or other qualified legal practitioner acceptable to the *Director*, verifying the legal description provided in the Certificate of Requirement;
    - (iv) the legal abstract of the property; and
    - (v) any supporting documents including a registerable description of the *Site*.
  - (b) Within fifteen (15) calendar days of receiving a Certificate of Requirement authorized by the *Director*, the *Owner* shall:
    - (i) register the Certificate of Requirement in the appropriate Land Registry Office on the title to the property; and
    - (ii) submit to the *Director* and the *District Manager*, written verification that the Certificate of Requirement has been registered on title.

#### **Inspections by the Ministry**

- (16) No person shall hinder or obstruct a *Provincial Officer* from carrying out any and all inspections authorized by the *OWRA*, the *EPA*, the *PA*, the *SDWA* or the *NMA*, of any place to which this *Approval* relates, and without limiting the foregoing:
  - (a) to enter upon the premises where the approved works are located, or the location where the records required by the conditions of this *Approval* are kept;
  - (b) to have access to, inspect, and copy any records required to be kept by the

- conditions of this *Approval*;
- (c) to inspect the *Site*, related equipment and appurtenances;
- (d) to inspect the practices, procedures, or operations required by the conditions of this *Approval*; and
- (e) to sample and monitor for the purposes of assessing compliance with the terms and conditions of this *Approval* or the *EPA*, the *OWRA*, the *PA*, the *SDWA* or the *NMA*.

### **Information and Record Retention**

- (17) (a) Except as authorized in writing by the *Director*, all records required by this *Approval* shall be retained at the *Site* for a minimum of two (2) years from their date of creation.
- (b) The *Owner* shall retain all documentation listed in Schedule "A" for as long as this *Approval* is valid.
- (c) All monthly summary reports of waste records collected are to be kept at the *Site* until they are included in the Annual Report.
- (d) The *Owner* shall retain employee training records as long as the employee is working at the *Site*.
- (e) The *Owner* shall make all of the above documents available for inspection upon request of *Ministry* staff.
- (18) The receipt of any information by the *Ministry* or the failure of the *Ministry* to prosecute any person or to require any person to take any action under this *Approval* or under any statute, regulation or other legal requirement, in relation to the information, shall not be construed as:
  - (a) an approval, waiver, or justification by the *Ministry* of any act or omission of any person that contravenes any term or condition of this *Approval* or any statute, regulation or other legal requirement; or
  - (b) acceptance by the *Ministry* of the information's completeness or accuracy.
- (19) The *Owner* shall ensure that a copy of this *Approval*, in its entirety and including all its Notices of Amendment, and documentation listed in Schedule "A", are retained at the *Site* at all times.
- (20) Any information related to this *Approval* and contained in *Ministry* files may be made available to the public in accordance with the provisions of the Freedom of Information and Protection of Privacy Act, RSO 1990, CF-31.

## **2. SITE OPERATION**

### **Operation**

- (1) The *Site* shall be operated and maintained at all times including management and disposal of all waste, in accordance with the *EPA, Regulation 347*, and the conditions of this *Approval*. At no time shall the discharge of a contaminant that causes or is likely to cause an adverse effect be permitted.

### **Signs**

- (2) The *Owner* shall install and maintain a sign at the entrance to the *Site*. The sign shall be visible and readable from the main road leading to the *Site*. The following information shall be included on the sign:
  - (a) the name of the *Site* and *Owner*;
  - (b) the number of the *Approval*;
  - (c) the name of the *Operator*;
  - (d) the normal hours of operation;
  - (e) the allowable and prohibited waste types;
  - (f) the telephone number to which complaints may be directed;
  - (g) a warning against unauthorized access;
  - (h) a twenty-four (24) hour emergency telephone number (if different from above);  
and
  - (i) a warning against dumping outside the *Site*.
- (3) The *Owner* shall install and maintain signs to direct vehicles to the working face and recycling areas.
- (4) The *Owner* shall provide signs at recycling areas informing users what materials are acceptable and directing users to appropriate storage areas.

### **Vermin, Vectors, Dust, Litter, Odour, Noise and Traffic**

- (5) The *Site* shall be operated and maintained such that the vermin, vectors, dust, litter, odour, noise and traffic do not create a nuisance.

### **Burning Waste Prohibited**

- (6) Burning of waste at the *Site* is prohibited.

### **Site Access**

- (7) Operating hours of the *Site* is as follows:

- (a) The *Site* shall only be open for public 10 a.m. to 8 p.m. Tuesday and Saturday.
  - (b) Township staff may operate and maintain the site from 9 a.m. to 5 p.m. Monday to Saturday; and
  - (c) The *Site* shall be closed on statutory holidays
- (8) On-site equipment used for daily site preparation and closing activities may be operated one (1) hour before and one (1) hour after the hours of operation approved by this *Approval*.
- (9) With the prior written approval from the *District Manager*, the time periods may be extended to accommodate seasonal or unusual quantities of waste.

#### **Site Security**

- (10) No waste shall be received, landfilled or removed from the *Site* unless a site supervisor or an attendant is present and supervises the operations during operating hours. The *Site* shall be closed when a site attendant is not present to supervise landfilling operations.
- (11) The *Site* shall be operated and maintained in a safe and secure manner. During non-operating hours, the *Site* entrance and exit gates shall be locked and the *Site* shall be secured against access by unauthorized persons.

### **3. EMPLOYEE TRAINING**

- (1) A training plan for all employees that operate any aspect of the *Site* shall be developed and implemented by the *Owner* or the *Operator*. Only *Trained Personnel* shall operate any aspect of the *Site* or carry out any activity required under this *Approval*.

### **4. COMPLAINTS RESPONSE PROCEDURE**

- (1) If at any time the *Owner* receives complaints regarding the operation of the *Site*, the *Owner* shall respond to these complaints according to the following procedure:
- (a) The *Owner* shall record and number each complaint, either electronically or in a log book, and shall include the following information: the nature of the complaint, the name, address and the telephone number of the complainant if the complainant will provide this information and the time and date of the complaint;
  - (b) The *Owner*, upon notification of the complaint, shall initiate appropriate steps to determine possible causes of the complaint, proceed to take the necessary actions to eliminate the cause of the complaint and forward a formal reply to the

complainant; and

- (c) The *Owner* shall complete and retain on-site a report written within one (1) week of the complaint date, listing the actions taken to resolve the complaint and any recommendations for remedial measures, and managerial or operational changes to reasonably avoid the recurrence of similar incidents.

## 5. EMERGENCY RESPONSE

- (1) All Spills as defined in the *EPA* shall be immediately reported to the **Ministry's Spills Action Centre at 1-800-268-6060** and shall be recorded in the log book as to the nature of the emergency situation, and the action taken for clean-up, correction and prevention of future occurrences.
- (2) In addition, the *Owner* shall submit, to the *District Manager* a written report within three (3) business days of the emergency situation, outlining the nature of the incident, remedial measures taken, handling of waste generated as a result of the emergency situation and the measures taken to prevent future occurrences at the *Site*.
- (3) All wastes resulting from an emergency situation shall be managed and disposed of in accordance with *Reg. 347*.
- (4) All equipment and materials required to handle the emergency situations shall be:
  - (a) kept on hand at all times that waste landfilling and/or handling is undertaken at the *Site*; and
  - (b) adequately maintained and kept in good repair.
- (5) The *Owner* shall ensure that the emergency response personnel are familiar with the use of such equipment and its location(s).

## 6. INSPECTIONS, RECORD KEEPING AND REPORTING

### Daily Log Book

- (1) A daily log shall be maintained in written or electronic format (on the days the site is open) and shall include the following information:
  - (a) the type, date and time of arrival, hauler, and quantity (tonnes) of all waste and cover material received at the *Site*;
  - (b) the area of the *Site* in which waste disposal operations are taking place;
  - (c) a record of litter collection activities and the application of any dust suppressants;
  - (d) a record of the daily inspections; and
  - (e) a description of any out-of-service period of any control, treatment, disposal or



monitoring facilities, the reasons for the loss of service, and action taken to restore and maintain service.

- (2) Any information requested, by the *Director* or a *Provincial Officer*, concerning the *Site* and its operation under this *Approval*, including but not limited to any records required to be kept by this *Approval* shall be provided to the *Ministry*, upon request.

### **Daily Inspections and Log Book**

- (3) An inspection of the entire *Site* and all equipment on the *Site* shall be conducted each day the *Site* is in operation to ensure that: the *Site* is secure; that the operation of the *Site* is not causing any nuisances; that the operation of the *Site* is not causing any adverse effects on the environment and that the *Site* is being operated in compliance with this *Approval*. Any deficiencies discovered as a result of the inspection shall be remedied immediately, including temporarily ceasing operations at the *Site* if needed.
- (4) A record of the inspections shall be kept in a daily log book that includes:
- (a) the name and signature of person that conducted the inspection;
  - (b) the date and time of the inspection;
  - (c) the list of any deficiencies discovered;
  - (d) the recommendations for remedial action; and
  - (e) the date, time and description of actions taken.
- (5) A record shall be kept in the daily log book of all refusals of waste shipments, the reason(s) for refusal, and the origin of the waste, if known.

### **Annual Report**

- (6) A written report on the development, operation and monitoring of the *Site*, shall be completed annually (the "Annual Report"). The Annual Report shall be submitted to the *District Manager*, by March 31st of the year following the period being reported upon.
- (7) The Annual Report shall include but not be limited to the following information:
- (a) the results and an interpretive analysis of the results of all leachate, groundwater surface water and landfill gas monitoring, including an assessment of the need to amend the monitoring programs;
  - (b) an assessment of the operation and performance of all engineered facilities, the need to amend the design or operation of the *Site*, and the adequacy of and need to implement the contingency plans;
  - (c) site plans showing the existing contours of the *Site*; areas of landfilling operation during the reporting period; areas of intended operation during the next reporting period; areas of excavation during the reporting period; the progress of final cover, vegetative cover, and any intermediate cover application; facilities existing, added or removed during the reporting period; and site preparations and facilities

- planned for installation during the next reporting period;
- (d) calculations of the volume of waste, daily and intermediate cover, and final cover deposited or placed at the *Site* during the reporting period and a calculation of the total volume of *Site* capacity used during the reporting period;
- (e) a calculation of the remaining capacity of the *Site* and an estimate of the remaining *Site* life;
- (f) a summary of the weekly, maximum daily and total annual quantity (tonnes) of waste received at the *Site*;
- (g) a summary of any complaints received and the responses made;
- (h) a discussion of any operational problems encountered at the *Site* and corrective action taken;
- (i) any changes to the Design and Operations Report and the Closure Plan that have been approved by the *Director* since the last *Annual Report*;
- (j) a report on the status of all monitoring wells and a statement as to compliance with *Ontario Regulation 903*; and
- (k) any other information with respect to the *Site* which the *District Manager* may require from time to time.

## **7. LANDFILL DESIGN AND DEVELOPMENT**

### **Approved Waste Types**

- (1) Only municipal waste as defined under *Reg. 347* being solid non-hazardous shall be accepted at the *Site* for landfilling.
- (2) The *Owner* shall develop and implement a program to inspect waste to ensure that the waste received at the *Site* is of a type approved for acceptance under this *Approval*.
- (3) The *Owner* shall ensure that all loads of waste are properly inspected by *Trained personnel* prior to acceptance at the *Site* and that the waste vehicles are directed to the appropriate areas for disposal or transfer of the waste. The *Owner* shall notify the *District Manager*, in writing, of load rejections at the *Site* within one (1) business day from their occurrence.

### **Capacity**

- (4) The *Owner* may continue to use the waste disposal site for depositing waste for three (3) years from the date of this *Approval*.
- (5) Within this time period of three (3) years, the *Owner* shall ensure that the *Site* is in compliance with respect to condition 8(2).

## **Service Area**

- (6) Only waste that is generated within the boundaries of the Township of Assiginack may be accepted at the *Site*.

## **Cover**

- (7) The daily cover shall consist of soil, foundry sand, wood chips or compost. When tested using the Toxicity Characteristic Leaching Procedure, the daily cover must not produce leachate containing any of the contaminants listed in Schedule 4 to Regulation 347 at a concentration equal to or in excess of the concentration specified in that Schedule for the contaminant. Alternative materials to these material for daily cover and interim cover material, based on an application with supporting information and applicable fee for a trial use or permanent use, submitted by the *Owner* to the *Director*, copied to the *District Manager* and as approved by the *Director* via an amendment to this *Approval*. The alternative material shall be non-hazardous according to *Reg. 347* and will be expected to perform at least as well as soil in relation to the following functions:
- (a) Control of blowing litter, odours, dust, landfill gas, gulls, vectors, vermin and fires;
  - (b) Provision for an aesthetic condition of the landfill during the active life of the *Site*;
  - (c) Provision for vehicle access to the active tipping face; and
  - (d) Compatibility with the design of the *Site* for groundwater protection, leachate management and landfill gas management.
- (8) Cover material shall be applied as follows:
- (a) **Weekly Cover** - Weather permitting, deposited waste shall be covered **weekly** in a manner acceptable to the *District Manager* so that no waste is exposed to the atmosphere;
  - (b) **Intermediate Cover** - In areas where landfilling has been temporarily discontinued for six (6) months or more, a minimum thickness of 300 millimetre of soil cover or an approved thickness of alternative cover material shall be placed; and
  - (c) **Final Cover** - In areas where landfilling has been completed to final contours, a minimum 600 millimetre thick layer of soil of medium permeability and 150 millimetres of top soil (vegetative cover) shall be placed. Fill areas shall be progressively completed and rehabilitated as landfill development reaches final contours.

## **Design and Operations Report**

- (9) The *Owner* shall submit a Design and Operations Report within three (3) years from the date of this *Approval*, to allow the continued use the *Site*. The Design and Operations Report shall includes as a minimum the following information:
- (a) existing volume of waste and the area of waste disposed (foot print) within the waste disposal site;

- (b) proposed landfill design including the footprint, final contours, volume of waste to be deposited and an estimate of the amount of existing waste;
- (c) an estimate of waste types and quantities to be landfilled at the site and recycling and resource recovering activities at the *Site*;
- (d) location and description of the access road and the on-site roads at the *Site*;
- (e) description and location of the fencing and the gate(s);
- (f) screening of the *Site* from the public, both visual and the protection from the noise impact;
- (g) details of the clean surface water drainage from the *Site* and any works required to prevent extraneous surface water from contacting the active working face;
- (h) description of the fill method, the equipment used at the *Site*, the areas used for various fill methods of landfilling, and timelines for various phases of the *Site* development;
- (i) the operating hours of the *Site* and the hours for the various activities to be undertaken at the *Site*, including waste compaction, waste coverage and other activities within the *Site*;
- (j) details on winter operations;
- (k) the equipment used and the procedures used for waste deposition, spreading and covering;
- (l) details on supervision and monitoring of the activities at the *Site*;
- (m) details on handling of other wastes, including the types and amounts of wastes handled, storage locations, storage facility design/description and the frequency of removal from the *Site*;
- (n) details on housekeeping practices undertaken to control noise, dust, litter, odour, rodents, insects and other disease vectors, scavenging birds or animals;
- (o) details on the closure of the *Site*, including the description of the final cover and its estimated permeability, its thickness, the source of the final cover material, the thickness of the top soil and the vegetation proposed for the closed waste mound, as well as the timeframe for the progressive waste coverage;
- (p) monitoring program for the surface and ground water;
- (q) site-specific trigger mechanism program for the implementation of the groundwater and surface water, contingency measures and a description of such measures;
- (r) landfill gas control or management required at the *Site* (if required);
- (s) maintenance activities proposed for the *Site* and for the monitoring well network, including the type of the activities, the frequency of the activities and the personnel responsible for them;
- (t) inspection activities proposed for the *Site*, including the frequency of the activities and the personnel responsible for them;
- (u) details of training provided for the personnel responsible for the activities at the *Site*;
- (v) contingency plans for the emergency situations that may occur at the *Site*;
- (w) storm water management, including the location and the design of any works required;
- (x) detailed design of leachate control and treatment/disposal system and the

- timetable for its installation (if required);
- (y) a manual for the operation, maintenance and inspection of the leachate control system (if installed);
- (z) detailed design of the proposed stormwater management system and the timetable for its construction and installation (if required);
- (aa) a manual for the operation, maintenance and inspection of the stormwater management system (if installed);
- (ab) details of implementation of the procedures for fire control; and
- (ac) any other information relevant to the design and operation of the *Site* or the information required by the *District Manager*.

## **8. LANDFILL MONITORING**

### **Landfill Gas**

- (1) The *Owner* shall ensure that any buildings or structures at the *Site* contain adequate ventilation systems to relieve any possible landfill gas accumulation to prevent methane concentration reaching the levels within its explosive range. Routine monitoring for explosive methane gas levels shall be conducted in all buildings or structures at the *Site*, especially enclosed structures which at times are occupied by people.

### **Compliance**

- (2) The *Site* shall be operated in such a way as to ensure compliance with the following:
  - (a) Reasonable Use Guideline B-7 for the protection of the groundwater at the *Site*; and
  - (b) Provincial Water Quality Objectives included in the July 1994 publication entitled *Water Management Policies, Guidelines, Provincial Water Quality Objectives*, as amended from time to time or limits set by the *Regional Director*, for the protection of the surface water at and off the *Site*.
  - (c) *Ontario Drinking Water Quality Standards*.

### **Surface Water and Groundwater**

- (3) The *Owner* shall monitor surface water and ground water in accordance with the monitoring programs outlined in documents listed in the attached Schedule "A".
- (4) A certified Professional Geoscientist or Engineer possessing appropriate hydrogeologic training and experience shall execute or directly supervise the execution of the groundwater monitoring and reporting program.

### **Groundwater Wells and Monitors**

- (5) The *Owner* shall ensure that all groundwater monitoring wells which form part of the monitoring program are properly capped, locked and protected from damage.
- (6) Where landfilling is to proceed around monitoring wells, suitable extensions shall be added to the wells and the wells shall be properly re-secured.
- (7) Any groundwater monitoring well included in the on-going monitoring program that is damaged shall be assessed, repaired, replaced or decommissioned by the *Owner*, as required.
  - (a) The *Owner* shall repair or replace any monitoring well which is destroyed or in any way made to be inoperable for sampling such that no more than one regular sampling event is missed.
  - (b) All monitoring wells which are no longer required as part of the groundwater monitoring program, and have been approved by the *Director* for abandonment, shall be decommissioned by the *Owner*, as required, in accordance with *O.Reg. 903*, to prevent contamination through the abandoned well. A report on the decommissioning of the well shall be included in the Annual Report for the period during which the well was decommissioned.

### **Trigger Mechanisms and Contingency Plans**

- (8)
  - (a) Trigger mechanisms shall be in accordance with Items 6 in Schedule "A".
  - (b) Contingency plan in the event of a confirmed exceedance of a site-specific trigger level relating to leachate mounding or groundwater or surface water impacts due to leachate shall be in accordance with Item 6 in Schedule "A".
- (9) In the event of a confirmed exceedance of a site-specific trigger level relating to leachate mounding or groundwater or surface water impacts due to leachate, the *Owner* shall immediately notify the *District Manager*, and an investigation into the cause and the need for implementation of remedial or contingency actions shall be carried out by the *Owner* in accordance with the approved trigger mechanisms and associated contingency plans.
- (10) If monitoring results, investigative activities and/or trigger mechanisms indicate the need to implement contingency measures, the *Owner* shall ensure that the following steps are taken:
  - (a) The *Owner* or the *Owner's* representative shall notify the *District Manager*, in writing of the need to implement contingency measures, no later than 30 days after confirmation of the exceedances;

- (b) Detailed plans, specifications and descriptions for the design, operation and maintenance of the contingency measures shall be prepared and submitted by the *Owner* to the *Director* for approval; and
  - (c) The contingency measures shall be implemented by the *Owner* upon approval by the *Director*.
- (11) The *Owner* shall ensure that any proposed changes to the site-specific trigger levels for leachate impacts to the surface water or groundwater, are approved in advance by the *Director* via an amendment to this *Approval*.

### **Changes to the Monitoring Programs, Trigger Mechanisms and Contingency Plans**

- (12) The *Owner* may request to make changes to the monitoring program(s), trigger mechanisms and/or contingency plan to the *District Manager* in accordance with the recommendations of the annual report. The *Owner* shall make clear reference to the proposed changes in a separate letter that shall accompany the annual report.
- (13) Within fourteen (14) days of receiving the written correspondence from the *District Manager* confirming that the *District Manager* is in agreement with the proposed changes to the environmental monitoring program, trigger mechanisms and/or contingency plans, the *Owner* shall forward a letter identifying the proposed changes and a copy of the correspondences from the *District Manager* and all other correspondences and responses related to the changes, to the *Director* requesting the *Approval* be amended to approve the proposed changes to the environmental monitoring plan prior to implementation.

## **9. CLOSURE PLAN**

- (1) At least two (2) years prior to closure, the *Owner* shall submit to the *Director* for approval, with copies to the *District Manager*, a detailed *Site* closure plan pertaining to the termination of landfilling operations at this *Site*, post-closure inspection, maintenance and monitoring, and end use. The plan shall include the following as a minimum but not limited to:
- (a) a plan showing *Site* appearance after closure;
  - (b) a description of the proposed end use of the *Site*, that shall include a discussion on the Environmental Assessment commitments (if applicable) to dedicate portion of the lands within the *Site* that are not required for site post-closure operations and monitoring, to be used for community recreational purpose;
  - (c) A description of how pollinator friendly plants were considered in the final vegetative cover for the landfill and/or in the landscaping within the *Site*;
  - (d) a description of the procedures for closure of the *Site*:
    - (i) advance notification of the public of the landfill closure;
    - (ii) posting a sign at the *Site* entrance indicating the landfill is closed and identifying any alternative waste disposal arrangements;
    - (iii) completion, inspection and maintenance of the final cover and

- landscaping;
  - (iv) site security;
  - (v) removal of unnecessary landfill-related structures, buildings and facilities; and
  - (vi) final construction of any control, treatment, disposal and monitoring facilities for leachate, groundwater, surface water and landfill gas;
  - (e) a schedule indicating the time-period for implementing sub-conditions (i) to (vi) above.
  - (f) descriptions of the procedures for post-closure care of the *Site*, including:
    - (i) Operation, inspection and maintenance of the control, treatment, disposal and monitoring facilities for leachate, groundwater, surface water and landfill gas;
    - (ii) Record keeping and reporting; and
    - (iii) Complaint contact and response procedures;
  - (g) an assessment of the adequacy of and need to implement the contingency plans for leachate and methane gas; and
  - (h) an updated estimate of the *Contaminating Lifespan* of the *Site*, based on the results of the monitoring programs to date.
- (2) The *Site* shall be closed in accordance with the closure plan as approved by the *Director*.

## 10. WASTE DIVERSION

- (1) The *Owner* shall ensure that:
- (a) all bins and waste storage areas are clearly labelled;
  - (b) all lids or doors on bins shall be kept closed during non-operating hours and during high wind events; and
  - (c) if necessary to prevent litter, waste storage areas shall be covered during high winds events.
- (2) The *Owner/Operator* shall remove the refrigerant as defined in *O. Reg. 463/10* in accordance with the following:
- (a) all White Goods containing refrigerants which have not been tagged by a licensed technician to verify that the equipment no longer contains refrigerants, shall be stored in a separate area in an upright position; and
  - (b) White Goods containing refrigerants received at the *Site* shall be shipped off-Site in order to have the refrigerants removed by a licensed technician in accordance with *O. Reg. 463/10*; or
  - (c) the refrigerant shall be removed at the *Site* by a licensed technician, in accordance with *O. Reg. 463/10*, prior to shipping White Goods off-Site; and



- (d) a detailed log of all White Goods containing refrigerants received shall be maintained. The log shall include the following:
    - (i) date of the record;
    - (ii) types, quantities and source of White Goods containing refrigerants received;
    - (iii) details on removal of refrigerants as required by *O. Reg. 463/10*;
    - (iv) license number of the technician who removed the refrigerants; and
    - (v) the quantities and destination of the White Goods and/or refrigerants transferred from the *Site*.
- (3) Propane cylinders shall be stored in a segregated area in a manner which prevents cylinders from being knocked over or cylinder valves from breaking.
- (4) The *Owner* shall transfer waste and recyclable materials from the *Site* as follows:
  - (a) recyclable materials shall be transferred off-site once their storage bins are full;
  - (b) scrap metal shall be transferred off-site at least twice a year;
  - (c) tires shall be transferred off-site as soon as a load for the contractor hired by the *Owner* has accumulated or as soon as the accumulated volume exceeds the storage capacity of its bunker; and
  - (d) immediately, in the event that waste is creating an odour or vector problem.
- (5) The *Owner* shall notify the appropriate contractors that waste and recyclable wastes that are to be transferred off-site are ready for removal. Appropriate notice time, as determined by the contract shall be accommodated in the notification procedure.

#### SCHEDULE "A"

1. Application for a Certificate of Approval for a Waste Disposal Site, dated on October 12, 1972 and signed by Sheila Keys, Clerk Treasurer of the Municipality of Assiginack.
2. Application for a Certificate of Approval for a Waste Disposal Site, signed by Alton Hobbs, CAO, dated November 4, 2009.
3. Design and Operations Report, Township of Assiginack, Public Drop-off Depot and Windrow Composting Facility, dated October 2009.
4. E-mail dated September 24, 2010 (6:45 p.m.) from John Smith, Trow Associates, to Roman Lysiak, Ontario Ministry of the Environment, revising the hours during which the waste depot is open for waste receipt.
5. E-mail dated February 22, 2011 (11:07 a.m.) from John Smith, Trow Associates, to Roman Lysiak, Ontario Ministry of the Environment, including an attachment entitled "Assiginack Design and Operation Report rev 2011.pdf".

6. Environmental Compliance Approval Application dated August 19, 2018 and signed by Alton Hobbs, CAO, the Corporation of the Township of Assiginack, including the attached supporting documentation including the report titled "Design and Operations Report" dated September 2018 prepared by exp Services Inc. excluding the sections that request for an expansion of the waste disposal site.
7. Electronic mail dated April 26, 2019 (10:40 AM) from John Smith, Waste Management Practice Lead, exp. Services Inc. to Ranjani Munasinghe, Ministry of the Environment Conservation and Parks responding to the information request letter dated April 23, 2019.

*The reasons for the imposition of these terms and conditions are as follows:*

### **GENERAL**

- The reason for Conditions 1(1), (2), (4), (5), (6), (7), (8), (9), (10), (17), (18) and (19) is to clarify the legal rights and responsibilities of the *Owner* and *Operator* under this *Approval*.
- The reasons for Condition 1(3) and 7(9) are to ensure that the *Site* is designed, operated, monitored and maintained in accordance with the application and supporting documentation submitted by the *Owner*, and not in a manner which the *Director* has not been asked to consider.
- The reasons for Condition 1(11) are to ensure that the *Site* is operated under the corporate name which appears on the application form submitted for this *approval* and to ensure that the *Director* is informed of any changes.
- The reasons for Condition 1(12) are to restrict potential transfer or encumbrance of the *Site* without the approval of the *Director* and to ensure that any transfer of encumbrance can be made only on the basis that it will not endanger compliance with this *Approval*.
- The reason for Condition 1(13) is to ensure that the successor is aware of its legal responsibilities.
- The reasons for Conditions 1(14) and (15) are that the Part II.1 *Director* is an individual with authority pursuant to Section 197 of the Environmental Protection Act to require registration on title and provide any person with an interest in property before dealing with the property in any way to give a copy of the *Approval* to any person who will acquire an interest in the property as a result of the dealing.
- The reason for Condition 1(16) is to ensure that appropriate Ministry staff has ready access to the *Site* for inspection of facilities, equipment, practices and operations required by the conditions in this *Approval*. This Condition is supplementary to the powers of entry afforded a Provincial Officer pursuant to the *Act*, the *OWRA*, the *PA*, the *NMA* and the *SDWA*.
- Condition 1 (20) has been included in order to clarify what information may be subject to the *Freedom of Information Act*.

## **SITE OPERATION**

- The reasons for Conditions 2(1), 2(5) and 6(3) are to ensure that the *Site* is operated, inspected and maintained in an environmentally acceptable manner and does not result in a hazard or nuisance to the natural environment or any person.
- The reason for Conditions 2 (2), 2(3) and 2(4) is to ensure that users of the *Site* are fully aware of important information and restrictions related to *Site* operations and access under this *Approval*.
- The reasons for Condition 2(6) are open burning of municipal waste is unacceptable because of concerns with air emissions, smoke and other nuisance effects, and the potential fire hazard and to make sure burning of brush and wood are carried out in accordance with Ministry guidelines.
- The reasons for Condition 2(7), 2(8) and 2(9) are to specify the hours of operation for the landfill site and a mechanism for amendment of the hours of operation, as required.
- The reasons for Condition 2(10) and 2(11) are to ensure that the *Site* is supervised by properly trained staff in a manner which does not result in a hazard or nuisance to the natural environment or any person and to ensure the controlled access and integrity of the *Site* by preventing unauthorized access when the Site is closed and no site attendant is on duty.

## **EMPLOYEE TRAINING**

- The reason for Condition 3(1) is to ensure that the *Site* is supervised and operated by properly trained staff in a manner which does not result in a hazard or nuisance to the natural environment or any person.

## **COMPLAINTS RESPONSE PROCEDURE**

- The reason for Condition 4(1) is to ensure that any complaints regarding landfill operations at this *Site* are responded to in a timely and efficient manner.

## **EMERGENCY RESPONSE**

- Conditions 5(1) and 5(2) are included to ensure that emergency situations are reported to the Ministry to ensure public health and safety and environmental protection.
- Conditions 5(3), 5(4) and 5(5) are included to ensure that emergency situations are handled in a manner to minimize the likelihood of an adverse effect and to ensure public health and safety and environmental protection.

## **RECORD KEEPING AND REPORTING**

- The reason for Conditions 6(1) and 6(2) is to ensure that accurate waste records are maintained to

ensure compliance with the conditions in this *Approval* (such as fill rate, site capacity, record keeping, annual reporting, and financial assurance requirements), the *EPA* and its regulations.

- The reason for Conditions 6(4) and 6(5) is to ensure that detailed records of *Site* inspections are recorded and maintained for inspection and information purposes.
- The reasons for Conditions 6(6) and 6(7) are to ensure that regular review of site development, operations and monitoring data is documented and any possible improvements to site design, operations or monitoring programs are identified. An annual report is an important tool used in reviewing site activities and for determining the effectiveness of site design.

### **LANDFILL DESIGN AND DEVELOPMENT**

- The reason for Conditions 7(1) to 7(6) inclusive is to specify the approved areas from which waste may be accepted at the *Site* and the types and amounts of waste that may be accepted for disposal at the *Site*, based on the *Owner's* application and supporting documentation.
- Condition 7(7) is to provide the *Owner* the process for getting the approval for alternative daily and intermediate cover material.
- The reasons for Condition 7(8) are to ensure that daily/weekly and intermediate cover are used to control potential nuisance effects, to facilitate vehicle access on the *Site*, and to ensure an acceptable site appearance is maintained. The proper closure of a landfill site requires the application of a final cover which is aesthetically pleasing, controls infiltration, and is suitable for the end use planned for the *Site*.

### **LANDFILL MONITORING**

- Reasons for Condition 8(1) are to ensure that landfill gas is monitored and all buildings at the *Site* are free of any landfill gas accumulation, which due to a methane gas component may be explosive and thus create a danger to any persons at the *Site*.
- Condition 8(2) is included to provide the groundwater and surface water limits to prevent water pollution at the *Site*.
- Conditions 8(3) and 8(4) are included to require the *Owner* to demonstrate that the *Site* is performing as designed and the impacts on the natural environment are acceptable. Regular monitoring allows for the analysis of trends over time and ensures that there is an early warning of potential problems so that any necessary remedial/contingency action can be taken.
- Conditions 8(5), 8(6) and 8(7) are included to ensure the integrity of the groundwater monitoring network so that accurate monitoring results are achieved and the natural environment is protected.
- Conditions 8(8) to 8(11) inclusive are added to ensure the *Owner* has a plan with an organized

set of procedures for identifying and responding to potential issues relating to groundwater and surface water contamination at the *Site's* compliance point.

### **CLOSURE PLAN**

- The reasons for Condition 9 are to ensure that final closure of the *Site* is completed in an aesthetically pleasing manner, in accordance with Ministry standards, and to ensure the long-term protection of the health and safety of the public and the environment.

### **WASTE DIVERSION**

- Condition 10 is included to ensure that the recyclable materials are stored in their temporary storage location and transferred off-site in a manner as to minimize a likelihood of an adverse effect or a hazard to the natural environment or any person.

**Upon issuance of the environmental compliance approval, I hereby revoke Approval No(s). A550301 issued on July 7, 1992**

*In accordance with Section 139 of the Environmental Protection Act, you may by written Notice served upon me and the Environmental Review Tribunal within 15 days after receipt of this Notice, require a hearing by the Tribunal. Section 142 of the Environmental Protection Act provides that the Notice requiring the hearing shall state:*

- a. The portions of the environmental compliance approval or each term or condition in the environmental compliance approval in respect of which the hearing is required, and;
- b. The grounds on which you intend to rely at the hearing in relation to each portion appealed.

*Pursuant to subsection 139(3) of the Environmental Protection Act, a hearing may not be required with respect to any terms and conditions in this environmental compliance approval, if the terms and conditions are substantially the same as those contained in an approval that is amended or revoked by this environmental compliance approval.*

*The Notice should also include:*

1. The name of the appellant;
2. The address of the appellant;
3. The environmental compliance approval number;
4. The date of the environmental compliance approval;
5. The name of the Director, and;
6. The municipality or municipalities within which the project is to be engaged in.

*And the Notice should be signed and dated by the appellant.*

*This Notice must be served upon:*

The Secretary\*  
Environmental Review Tribunal  
655 Bay Street, Suite 1500  
Toronto, Ontario  
M5G 1E5

AND

The Director appointed for the purposes of Part II.1 of  
the Environmental Protection Act  
Ministry of the Environment, Conservation and Parks  
135 St. Clair Avenue West, 1st Floor  
Toronto, Ontario  
M4V 1P5

The Township of Assiginack  
CHEQUE DISTRIBUTION REPORT  
Payables Management

**Ranges:**      **From:**      **To:**      **From:**      **To:**  
Vendor ID      First      Last      Chequebook ID      First      Last  
Vendor Name      First      Last      Cheque Number      0029596      0029630  
Cheque Date      First      Last  
**Sorted By:**      Cheque Number

Distribution Types Included: All

<b>ChqNo:</b>	0029596	<b>Date:</b>	20/01/2020	<b>Vendor:</b>	ALLEN'S AUTOMOTIVE GROUP	<b>Amount:</b>	\$450.44
InvNo:	754611	InvDesc:	head lights #2	InvAmt:	\$30.37		
InvNo:	754653	InvDesc:	coffee	InvAmt:	\$29.98		
InvNo:	754683	InvDesc:	chainsaw boots (ron)	InvAmt:	\$142.37		
InvNo:	754610	InvDesc:	head lights	InvAmt:	\$91.12		
InvNo:	753474	InvDesc:	oil filter/coffee	InvAmt:	\$43.18		
InvNo:	753663	InvDesc:	flood light #4	InvAmt:	\$106.54		
InvNo:	753699	InvDesc:	dielectric grease	InvAmt:	\$6.88		
<b>ChqNo:</b>	0029597	<b>Date:</b>	20/01/2020	<b>Vendor:</b>	ARCHER ADVERTISING	<b>Amount:</b>	\$434.94
InvNo:	7054	InvDesc:	admin-envelopes wind/reg	InvAmt:	\$434.94		
<b>ChqNo:</b>	0029598	<b>Date:</b>	20/01/2020	<b>Vendor:</b>	ASSOCIATION OF MUNICIPALITIES OF ONTARIO	<b>Amount:</b>	\$1,438.16
InvNo:	MEM007012	InvDesc:	2020 membership	InvAmt:	\$1,438.16		
<b>ChqNo:</b>	0029599	<b>Date:</b>	20/01/2020	<b>Vendor:</b>	BELL CANADA	<b>Amount:</b>	\$18.08
InvNo:	01/01/2020	InvDesc:	toil free line	InvAmt:	\$18.08		
<b>ChqNo:</b>	0029600	<b>Date:</b>	20/01/2020	<b>Vendor:</b>	BRAD HAM	<b>Amount:</b>	\$50.00
InvNo:	2019 XMAS LIGHTS	InvDesc:	re-thnk you re:xmas lights	InvAmt:	\$50.00		
<b>ChqNo:</b>	0029601	<b>Date:</b>	20/01/2020	<b>Vendor:</b>	CITY OF GREATER SUDBURY	<b>Amount:</b>	\$1,452.68
InvNo:	00100905	InvDesc:	september recycling	InvAmt:	\$733.39		
InvNo:	00101180	InvDesc:	oct recyl.material	InvAmt:	\$719.29		
<b>ChqNo:</b>	0029602	<b>Date:</b>	20/01/2020	<b>Vendor:</b>	EASTLINK	<b>Amount:</b>	\$2,094.86
InvNo:	11064487	InvDesc:	arena	InvAmt:	\$152.81		
InvNo:	11064495	InvDesc:	mtg wtp	InvAmt:	\$244.81		
InvNo:	11064465	InvDesc:	man streams	InvAmt:	\$164.50		
InvNo:	11064507	InvDesc:	pw	InvAmt:	\$222.21		
InvNo:	11064496	InvDesc:	ss wtp	InvAmt:	\$173.77		
InvNo:	11064475	InvDesc:	fd-interconnect	InvAmt:	\$78.90		
InvNo:	11064486	InvDesc:	fd-tel	InvAmt:	\$103.76		
InvNo:	11064288	InvDesc:	mun.office	InvAmt:	\$599.78		
InvNo:	11064493	InvDesc:	norisle	InvAmt:	\$69.91		
InvNo:	11064504	InvDesc:	marina	InvAmt:	\$78.90		

**The Township of Assiginack**  
**CHEQUE DISTRIBUTION REPORT**  
**Payables Management**

InvNo: 11064477	InvDesc: info booth	InvAmt: \$94.87
InvNo: JAN 10 2010 PW	InvDesc: pw-dsl	InvAmt: \$55.32
InvNo: JAN 10 2020 MARINA	InvDesc: marina dsl	InvAmt: \$55.32

ChqNo:	0029603	Date:	20/01/2020	Vendor:	G. STEPHEN WATT, BARRISTER	Amount:	\$391.55
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InvNo: 3558	InvDesc: general legal	InvAmt: \$391.55
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ChqNo:	0029604	Date:	20/01/2020	Vendor:	EXP SERVICES INC.	Amount:	\$909.65
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InvNo: 533149	InvDesc: landfill eca	InvAmt: \$909.65
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ChqNo:	0029605	Date:	20/01/2020	Vendor:	GERRY STRONG	Amount:	\$307.70
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InvNo: JAN 20 2020	InvDesc: bldg insp/plann mileage	InvAmt: \$307.70
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ChqNo:	0029606	Date:	20/01/2020	Vendor:	HUGHES SUPPLY COMPANY	Amount:	\$232.27
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InvNo: 43313	InvDesc: g.bags/clevis/cable ties	InvAmt: \$232.27
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ChqNo:	0029607	Date:	20/01/2020	Vendor:	HYDRO ONE NETWORKS INC.	Amount:	\$3,243.05
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InvNo: JAN 3 2020 DEPOT	InvDesc: recycling depot (estimate)	InvAmt: \$40.69
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InvNo: JAN 3 2020 PW	InvDesc: pw	InvAmt: \$338.51
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InvNo: JAN 3 2020 NORISLE	InvDesc: norisle heritage park	InvAmt: \$39.09
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InvNo: JAN 3 2020 ARENA ICE	InvDesc: arena ice plnt (estimate)	InvAmt: \$2,619.30
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InvNo: JAN 7 2020 PO/BNK	InvDesc: po/bnk	InvAmt: \$205.46
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ChqNo:	0029608	Date:	20/01/2020	Vendor:	JACKIE WHITE	Amount:	\$91.06
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InvNo: JAN 7 2020	InvDesc: pec-supplies	InvAmt: \$91.06
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ChqNo:	0029609	Date:	20/01/2020	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$1,110.12
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InvNo: 0176168	InvDesc: pw-light fixtures	InvAmt: \$513.65
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InvNo: 0173877	InvDesc: sewer snake/plnger	InvAmt: \$40.99
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InvNo: 0173808	InvDesc: bits/nut setter	InvAmt: \$41.41
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InvNo: 0174314	InvDesc: plywood	InvAmt: \$87.73
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InvNo: 0174348	InvDesc: black paint	InvAmt: \$24.27
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InvNo: 0174473	InvDesc: lumber (stairs coverall)	InvAmt: \$275.25
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InvNo: 0174680	InvDesc: 2x10 (stairs coverall)	InvAmt: \$12.32
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InvNo: 0176368	InvDesc: lib bldg-cleaning supplies	InvAmt: \$47.97
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InvNo: 0176389	InvDesc: admin bldg-clean.supplies	InvAmt: \$66.53
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ChqNo:	0029610	Date:	20/01/2020	Vendor:	MANITOWANING FRESHMART	Amount:	\$17.31
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InvNo: 00544643	InvDesc: admin-misc kitchen supplies	InvAmt: \$17.31
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ChqNo:	0029611	Date:	20/01/2020	Vendor:	METAL AIR MECHANICAL SYSTEMS	Amount:	\$309.39
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InvNo: 141341	InvDesc: arena-calibrate ammonia detect	InvAmt: \$309.39
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ChqNo:	0029612	Date:	20/01/2020	Vendor:	MUNICIPAL PROPERTY ASSESSMENT CORP.	Amount:	\$10,421.48
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InvNo: 1800024814	InvDesc: 2020 1st qtr requisition	InvAmt: \$10,421.48
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**The Township of Assiginack**  
**CHEQUE DISTRIBUTION REPORT**  
**Payables Management**

ChqNo:	0029613	Date:	20/01/2020	Vendor:	NEW NORTH FUELS INC	Amount:	\$3,232.59
InvNo:	528175	InvDesc:	pw-diesel	InvAmt:	\$1,321.69		
InvNo:	528473	InvDesc:	mtg wtp-diesel for generator	InvAmt:	\$625.29		
InvNo:	529046	InvDesc:	pw-diesel	InvAmt:	\$1,285.61		
ChqNo:	0029614	Date:	20/01/2020	Vendor:	PITNEY BOWES	Amount:	\$251.57
InvNo:	3201325213	InvDesc:	postage meter lease	InvAmt:	\$213.91		
InvNo:	3201332820	InvDesc:	postage meter lease	InvAmt:	\$37.66		
ChqNo:	0029615	Date:	20/01/2020	Vendor:	PITNEY WORKS	Amount:	\$215.90
InvNo:	01/03/2020 STATEMENT	InvDesc:	postage meter ink	InvAmt:	\$215.90		
ChqNo:	0029616	Date:	20/01/2020	Vendor:	PURULATOR COURIER	Amount:	\$75.46
InvNo:	443542511	InvDesc:	pw-freight	InvAmt:	\$75.46		
ChqNo:	0029617	Date:	20/01/2020	Vendor:	RALF ISLAND TRUCK PARTS	Amount:	\$451.98
InvNo:	6153	InvDesc:	led head lights #2	InvAmt:	\$451.98		
ChqNo:	0029618	Date:	20/01/2020	Vendor:	RECEIVER GENERAL	Amount:	\$600.58
InvNo:	2019 RECONC	InvDesc:	2019 source deduction reconc	InvAmt:	\$600.58		
ChqNo:	0029620	Date:	20/01/2020	Vendor:	SUDBURY & DISTRICT HEALTH UNIT	Amount:	\$3,091.00
InvNo:	RC020034686	InvDesc:	feb sdhu levy	InvAmt:	\$3,091.00		
ChqNo:	0029621	Date:	20/01/2020	Vendor:	SUPERIOR PROPANE INC.	Amount:	\$6,703.93
InvNo:	28051504	InvDesc:	fd-service contract	InvAmt:	\$71.19		
InvNo:	28051505	InvDesc:	pw-service contract	InvAmt:	\$58.66		
InvNo:	28051506	InvDesc:	lib bldg-service contract	InvAmt:	\$71.19		
InvNo:	27936980	InvDesc:	pw-cylinder rental	InvAmt:	\$11.87		
InvNo:	27936981	InvDesc:	arena-cylinder rental	InvAmt:	\$23.73		
InvNo:	27962075	InvDesc:	library-propane	InvAmt:	\$695.54		
InvNo:	28115532	InvDesc:	arena-propane	InvAmt:	\$1,578.19		
InvNo:	28115533	InvDesc:	arena-propane	InvAmt:	\$1,424.65		
InvNo:	28115534	InvDesc:	fd-propane	InvAmt:	\$760.23		
InvNo:	28115535	InvDesc:	pw-propane	InvAmt:	\$2,008.68		
ChqNo:	0029622	Date:	20/01/2020	Vendor:	TULLOCH ENGINEERING	Amount:	\$1,423.80
InvNo:	2003839	InvDesc:	mun.drain supt	InvAmt:	\$1,423.80		
ChqNo:	0029623	Date:	20/01/2020	Vendor:	DAVE MCDOWELL	Amount:	\$50.00
InvNo:	JAN 1 2020	InvDesc:	coyote pred (1) comp	InvAmt:	\$50.00		
ChqNo:	0029624	Date:	20/01/2020	Vendor:	NORTHERN ONTARIO HOCKEY ASSOC	Amount:	\$2,006.00
InvNo:	6218	InvDesc:	arena-minor hock.rnk bds(reimb	InvAmt:	\$2,006.00		
ChqNo:	0029625	Date:	20/01/2020	Vendor:	THOMPSON ELECTRIC	Amount:	\$1,898.12
InvNo:	5023	InvDesc:	arena-repair lights(10)/2 fans	InvAmt:	\$1,898.12		



**The Township of Assiginack**  
**CHEQUE DISTRIBUTION REPORT**  
**Payables Management**

ChqNo:	0029626	Date:	20/01/2020	Vendor:	WHITE'S SHELL	Amount:	\$174.53
InvNo:	1731	InvDesc:	gas (shop)	InvAmt:	\$36.53		
InvNo:	1725	InvDesc:	gas #8	InvAmt:	\$138.00		
ChqNo:	0029627	Date:	20/01/2020	Vendor:	WILLIAM BECK	Amount:	\$122.19
InvNo:	2019 OMERS	InvDesc:	reimb.omers overpyt	InvAmt:	\$122.19		
ChqNo:	0029628	Date:	20/01/2020	Vendor:	WINDOWS UNLIMITED	Amount:	\$6,007.82
InvNo:	885128	InvDesc:	office/lib cleaning-2month adv	InvAmt:	\$6,007.82		
ChqNo:	0029629	Date:	20/01/2020	Vendor:	WURTH CANADA LTD	Amount:	\$1,115.17
InvNo:	23706190	InvDesc:	mechanic glove\$/work gloves	InvAmt:	\$335.12		
InvNo:	23761442	InvDesc:	glass clnr/batteries/rustoff/	InvAmt:	\$780.05		
ChqNo:	0029630	Date:	20/01/2020	Vendor:	GFL ENVIRONMENTAL INC 2019	Amount:	\$1,953.71
InvNo:	GP0000002867	InvDesc:	dec recycling transport	InvAmt:	\$1,953.71		

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

**Report Total:**

**\$52,347.09**

Date : 20/01/2020  
Time : 10:39:47 AM

The Township of Assiginack

Page: 1

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0029590		20/01/2020	01/20COMB	118	COOPER, RONALD	OUTSTANDING	Cheque
0029591		20/01/2020	01/20COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0029592		20/01/2020	01/20COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0029593		20/01/2020	01/20COMB	133	BOND, FREDA	OUTSTANDING	Cheque
0029594		20/01/2020	01/20COMB	173	QUACKENBUSH, CHRYSTAL	OUTSTANDING	Cheque
0029595		20/01/2020	01/20COMB	219	JONES, CHRISTIANNA	OUTSTANDING	Cheque
2014		20/01/2020	01/20COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
2015		20/01/2020	01/20COMB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
2016		20/01/2020	01/20COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
2017		20/01/2020	01/20COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
2018		20/01/2020	01/20COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
2019		20/01/2020	01/20COMB	218	MCDOWELL, DAVID	OUTSTANDING	Direct Deposit
2020		20/01/2020	01/20COMB	220	HAM, DAVID	OUTSTANDING	Direct Deposit
2021		20/01/2020	01/20COMB	221	MAGUIRE, ROBERT	OUTSTANDING	Direct Deposit
2022		20/01/2020	01/20COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
2023		20/01/2020	01/20COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
2024		20/01/2020	01/20COMB	329	OBRIEN, CHERYL	OUTSTANDING	Direct Deposit
2025		20/01/2020	01/20COMB	362	SAGLE, EDDY	OUTSTANDING	Direct Deposit
2026		20/01/2020	01/20COMB	364	BOND, KYLE	OUTSTANDING	Direct Deposit
2027		20/01/2020	01/20COMB	365	BOWERMAN, COLE	OUTSTANDING	Direct Deposit
2028		20/01/2020	01/20COMB	370	LENTIR, CRYSTAL	OUTSTANDING	Direct Deposit
Total :		\$19,432.64					

Alton Hobbs

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**From:** dave mcdowell <mcdowellfarms@hotmail.ca>  
**Sent:** January 9, 2020 12:23 PM  
**To:** Alton Hobbs  
**Subject:** FW: Cannabis Funding  
**Attachments:** CCE\_000064.pdf

Sent from my Bell Samsung device over Canada's largest network.

----- Original message -----

**From:** Al Boyd <aboyn@townofnemi.on.ca>  
**Date:** 2020-01-09 10:46 AM (GMT-05:00)  
**To:** 'dave mcdowell' <mcdowellfarms@hotmail.ca>, "bbarker@billingstwp.ca" <bbarker@billingstwp.ca>, John Turner <jturner@gordonbarrieisland.ca>, Wayne & Selja Bailey <waynelbailey@gmail.com>, 'Patricia Bailey' <bubbabailey29@gmail.com>, Rick Gordon <ricktehkouncil@eastlink.ca>, "shaffer@amtelecom.net" <shaffer@amtelecom.net>, Al Boyd <aboyn@townofnemi.on.ca>  
**Subject:** FW: Cannabis Funding

Hello Al;

Steve sent this document to me to pass onto to all CPAC members it was the same document which I read last night. Sent for your info thanks Steve for passing it on.

Thanks

Al

Allan Boyd

CPAC Chair

---

**From:** Steven Shaffer <shaffer@amtelecom.net>  
**Sent:** Thursday, January 9, 2020 10:34 AM  
**To:** Al Boyd <aboyn@townofnemi.on.ca>  
**Subject:**

Hi Al,

As requested, please circulate this to the CPAC committee members. The attachment say's basically what you mentioned in your remarks about the OCLIF funding. It's our municipalities view that providing funds to the Manitoulin Injury Prevention Coalition, which is particularly comprised of OPP and Public Health officials, for cannabis education meets the funding requirements. Therefore, Central Manitoulin passed the following motion.

ThankX,

Steve

**386-19 MOTION: Tribineviclus and Shaffer**

That Council approves \$500.00 of the OCLIF funding be directed to the Manitoulin Injury Prevention Coalition for the Cannabis Education and Awareness Program...carried.

---

Total Control Panel

[Login](#)

To: [ahobbs@assinnack.ca](mailto:ahobbs@assinnack.ca)  
From: [mcdowellfarms@hotmail.ca](mailto:mcdowellfarms@hotmail.ca)

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

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

7E

## Use of the Funds

Municipalities must use their OCLIF funding to address the implementation costs that directly relate to the legalization of recreational cannabis. Examples of permitted costs include:

increased enforcement (e.g. police, public health and by-law enforcement, court administration, litigation)

increased response to public inquiries (e.g. 311 calls, correspondence)

increased paramedic services

increased fire services

by-law / policy development (e.g. police, public health, workplace safety policy)

Approx.  
\$ 15,000<sup>00</sup>

RECEIVED  
JAN 09 2020

RECEIVED  
JAN 23 2020

Dear Assiginack Council,

22 January, 2020

MICA is pleased to be able to share our New Years Letter with you and the good news for your Municipality that this year we are able to provide you with the gift of a Sunset Cycle rack worth \$ 527.00

Please confirm that you will be able to accept and install it by end of May or June 2020.

We recommend the following location, at your discretion.

- beside the municipal office parallel to Arthur Street

Local residence and visitors alike will be able to lock up their bicycles while going for a swim, visiting the Museum or any other place nearby.

We are pleased to let you know that MICA will be attending the 3 day Outdoor Adventure Show as well as the 3 day International Bicycle Show both held in Toronto in 2020, and the Manitoulin Passage Ride will be held in Mindemoya 2020, marking MICA's 10<sup>th</sup> Anniversary ride.

Many of Manitoulin's Municipalities are a MICA Municipal member and with it show their support of MICA's decade long volunteer work. We hope you will join or renew membership with MICA.

MICA thanks you for your ongoing support

Maja Mielonen  
MICA President  
[www.manitoulincycling.com](http://www.manitoulincycling.com)

**MICA Membership benefits:**

MICA Annual membership fees

Single \$ 10.00

Family \$ 20.00.

Business \$ 75.00.

Municipal \$ 50.00

We welcome you to renew or become a new member made easy at:

<https://www.manitoulincycling.com/contact/membership/>

Read about MICA membership benefits

**MICA Business Membership benefits:**

1. A MICA Business Membership gives you the opportunity to be seen on our website's home page, with a live link to your business on the pages of your choice - *Accommodations, Eateries, and What To Do*.
2. We take your rack-cards to two 3 day trade shows the **Outdoor Adventure Show & Toronto International Bicycle Show** at no extra cost. Just bring your promo material to **Maja's**, 6152 Hwy 542, Mindemoya, **no later than mid-February**.
3. We advertise our region as a cycling-friendly destination at shows and summits and in industry magazines. You can find MICA on the *Northeastern Ontario* tourism website, *Cycling in Ontario* magazine, *This is Manitoulin* lure brochure and the Escarpment View. In addition, MICA rack cards are found on the ChiCheemaun and many Tourist Information Centers across Ontario.
4. MICA Business Member ads will be displayed for FREE on 2-3 relevant trailhead signs. Please forward us your high-resolution, vector format, 4" x 7" horizontal ad of your choice, no later than March 25th. *Due to printing deadlines, we will not be able to include your ad on Trailhead signage if your membership fee is not received by March 25th.*
5. **Website ads** are available to MICA Business Members at a low cost of \$40 annually.
6. **MICA map advertisement** is available to MICA Business Members at a low cost of \$40 annually, *when space becomes available*.
7. **NEW, 2020 MICA is paying the \$ 1000.00 Ontario By Bike Fee so you can become and list your business as a Welcome cycle friendly business, after fulfilling the easy achievable criteria.**  
<https://www.ontariobybike.ca/criteria>
8. MICA is invested as one of Manitoulin's Brokers for **Tourism Excellence North (TEN)**. TEN is a tourism development program for Destination Northern Ontario, inspired in part by the success and impact of a similar program led by the Atlantic Canada Opportunities Agency (ACOA). We encourage you to take advantage of the FREE self-evaluation tool found at [www.tourismexcellencenorth.ca](http://www.tourismexcellencenorth.ca)  
<http://tourismexcellencenorth.ca/en/operators/> .  
If you would like to take advantage even further and become what is called fast-tracked, please contact Maja at 705 377 4471.
9. **MICA Accommodation Partners** will be featured on our website, at no extra cost, as **Manitoulin Passage Ride Accommodation Partners**, from January until June.
10. **Other MICA Business Members** may have the chance to be a support location for the *Manitoulin Passage Ride* if the cycling route goes past them.
11. **MICA Eatery Business Members** are often chosen to provide food for the Ride participants.
12. **MICA Business Members** are encouraged to have a booth at our events to promote themselves at no cost.

*Let the 2020 adventure begin,*

Maja Mielonen, MICA President



# GREENSPOKE

## BIKE PARKING SOLUTIONS

1-844-888-9999  
www.gogreenspoke.com

### Sunset XS Bike Rack

With Manitoulin Island  
Cycling Advocates  
Logo Plate, Surface Mount

Model: 850420-MICA

### - Specifications -

Rev.: 10Dec19

#### Materials:

Tube: 1.75" x 1.75" x .125" Wall Steel Tube

Logo Plate: 12 Ga. Steel

Mounting Plates: 1/4" Thick Steel

Note: Anchoring Hardware Not Included.

#### Finishes:

1) Polyester Powder over Zinc Rich Primer.

2) Hot Dip Galvanized.

Dimensions shown are in inches.

Greenspoke maintains a policy of continuous product improvement.

As a result, some details may change without notice.

1.75" x 1.75" x .125" Wall

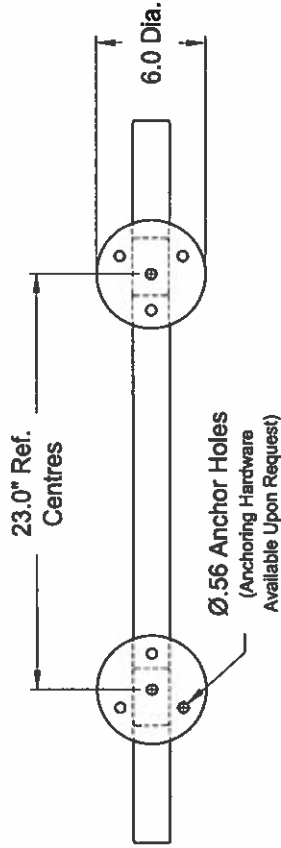
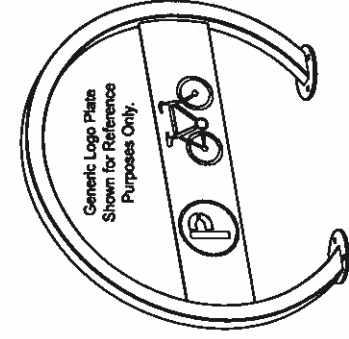
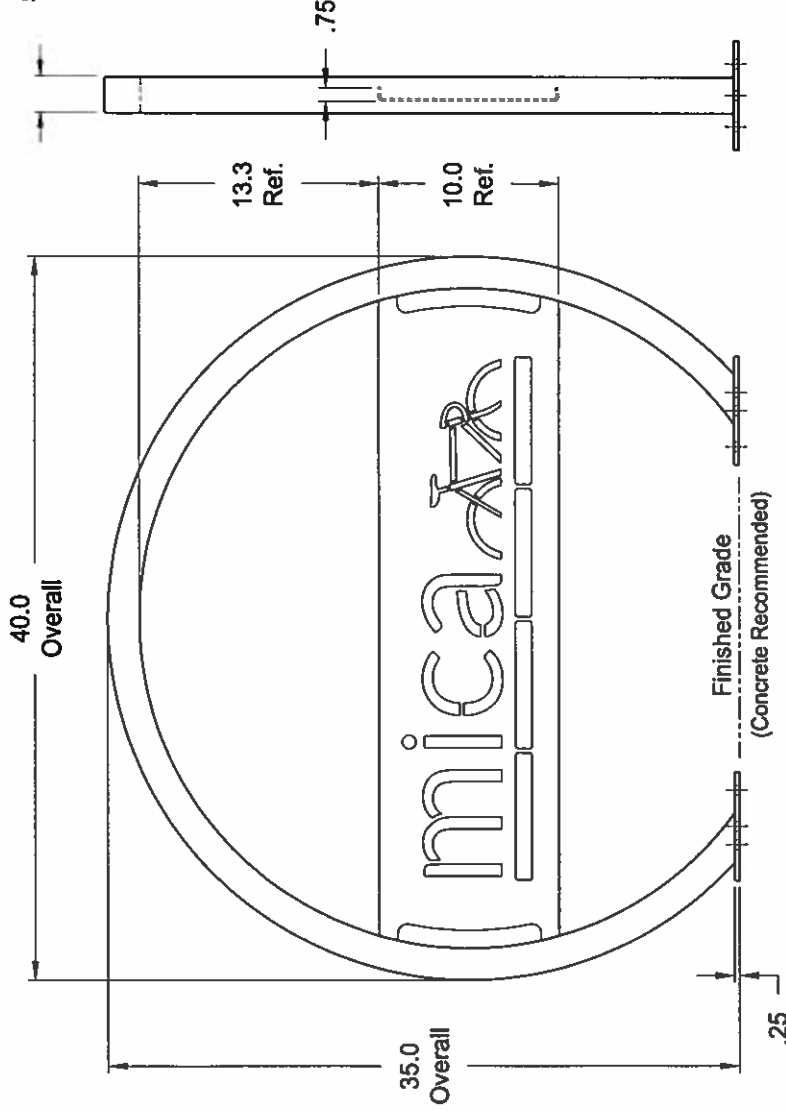
"Extra Security"

Square Steel Tube

(Cannot be cut with

standard rotating

pipe cutters)



## New Years Greetings

## MICA 2019 Year in review

March



March



### Toronto

#### International Bike Show

attending this 3 day Trade show attracts thousands of visitors to Manitoulin Island each year, where MICA volunteers hand out over 1200 copies of "This is Manitoulin" magazines and other MICA business members promo material. If you need a new bike you may want to attend the 2020 show in Toronto March 6-8 visit our booth # 50

Ontario By Bike's cycle friendly business award went to Maja's for Regional Tourism Organization (RTO) 13 A



April



We were thrilled to be the recipients of the Share the Roads Wheel of Change

**Organization of the Year award**

May



MICA held our first

### **BIKE Kitchens**

folks in three communities were taught by Pat McGibbon how to fix their bikes. 2020 will see more of these workshops, please visit and learn how to fix your bike.

June



The 9<sup>th</sup> **Manitoulin Passage Ride** Highlighted paved shoulders on Hwy 6 all the way to Little Current. MICA's flagship fundraiser filled accommodations all over Little Current and as far south as Manitowaning. A lot of fun was had by all, with local food, brew and live music.



June

September



November



## All four of MICA's all Inclusive **Alvar Cycle Tour Adventures**

offered two weeks in June and two weeks in September were sold out providing accommodations, eateries, galleries and attractions with welcome shoulder season income.

We showcase the special history, culture, art, food, geology, flora, fauna and farm life Manitoulin has to offer and our guests love to cycle on our quiet roads and often comment about the courteous vehicular traffic found on our Island.

We were very surprised to receive the **Industry Leader Product Development Award** at the 2019 Destination Northern Ontario Tourism Summit held in Timmins

RECEIVED

JAN 31 2020

## Township of Assiginack

### 1 COVER LETTER

30 January, 2020

Township of Assiginack  
Box 238, 156 Arthur Street  
Manitowaning, ON, P0P 1N0

Attention: Mr. Alton Hobbs, CAO/Clerk

Re: Request for Proposal  
Consulting Services – Condition Assessment Burns Wharf Theatre

Dear Alton,

It was a pleasure meeting with you the other day to discuss your requirements for an updated conditions assessment of the existing Burns Wharf Theatre building. I would like to thank you in advance for considering our office for consulting services for this project. We have a great deal of experience throughout Northern Ontario reviewing existing buildings, commenting on their existing condition and providing recommendations for upgrades and/or remedial repair work depending on the client's program.

Our firm specializes in conditions assessments and programing and have an "in-house" Quantity Surveyor to calculate life cycle costing. It is important to note that our office has completed many conditions assessments and life cycle costing for the Algoma District Services Administrations Board that included 19 buildings located in Spanish, Elliot Lake, Blind River, Wawa, Hilton Beach, Bruce Mines, Tessalon, and Iron Bridge. Another notable project is the City of Sudbury Complete Building Inventory (55 buildings) as well as the Blind River Municipal Offices, M'Chigeeng Arena and the entire Rainbow District School Board building inventory. We have exceptional experience in detailed analysis of buildings systems, construction details, building science, construction budgeting and life cycle costing.

Please do not hesitate to call me directly at 674.2300.ext.422 or 705-698-6695 with any questions regarding our proposal.

## 3RD LINE STUDIO



Michael Ladyk, B. Arch, OAA,  
Architect

# ***Township of Assiginack***

## **2 UNDERSTANDING OF THE PROJECT + SERVICES**

Our firm has completed numerous building assessment projects and programming studies during our 30 year + history. Highlighted projects have been included in the following pages through a partial list summary. This summary indicates the diversity of project types our firm routinely completes within our community. We believe our ability to take on a wide variety of projects demonstrates how we are able to adapt to, address and provide solutions within project constraints.

Based on our meeting, our scope of work is to provide consulting services consisting of architectural, structural, mechanical, electrical engineering, and quantity surveying (Cost Estimating), to re-assess the existing Burns Wharf Facility and provide an updated Assessment of its current condition with focus on the following criteria:

- Winterization;
- Kitchen Facilities;
- HVAC;
- Barrier Free Accessibility;

We have reviewed the past documentation provided including previous the previous reports generated by A49 dated June 2014, Mechanical and Electrical Condition Report by K. Lang Engineering dated May 2013 and Structural Report by exp dated March 2013. The work will include the following:

### **Architectural Review:**

- Building envelope review (R-Values, upgrades required);
- Condition of finishes (interior and exterior);
- Fire Separations;
- Life Safety means of egress (i.e. stairs);
- Doors and door hardware;
- Ontario Building Code Review;
- Barrier Free Accessibility;
- AODA (Ontarians with Disabilities Act);
- Life Safety systems and Health and Safety conditions;
- Conditions Assessment Report containing the results and recommendations;
- Meetings with you and your group to review report and recommendations;

### **Structural Engineering Review:**

- Overall building structure (portions that are visible);
- Loadbearing members and walls

### **Mechanical and Electrical Engineering Review:**

- Inspection of mechanical systems;
- Inspection of electrical systems;
- Inspection of life safety and fire suppression systems;
- An assessment of existing system conditions;
- Identification of energy management opportunities;
- Recommendations for new HVAC systems;

### **Professional Quantity Surveying:**

- Cost estimating for necessary repairs and upgrades;



# Township of Assiginack

## 3 APPROACH + METHODOLOGY

We have provided consulting services for a number of projects of similar technical scope and complexity. Based on our extensive experience, and in order to successfully complete your assignment, we are proposing the following methodology / work plan:

### 1. Identify Current Facility Conditions and Deficiencies

#### A. Team Meetings

- Conduct meetings with Owner's personnel to establish detailed project information including review of available existing documentation.
- Meet and interview key site personnel regarding maintenance history and concerns
- Establish age of facility, overview of the perceived Mechanical/Structural/Envelope issues, code compliance issues, utility costs and performance, etc.

#### B. Visual Assessment of Conditions at Building Sites

- Review existing documentation, plans, reports, etc. of existing facility prior to attending site.
- Visit site to visually review and confirm existing conditions and/or verify Owner supplied information and documentation.
- Visually review and record general condition of buildings, supported with photographs as required. The review is limited to what can be seen on site.
- Identify current facility conditions and deficiencies: what repairs, upgrading may be necessary to maintain safe, effectual working environments. Recommendations will include commentary on areas that, based on our best judgement, may require more detailed and thorough investigation re: opening up walls, ceiling to review structural connections. This type of destructive testing is not included for in this proposal.
- Develop an orderly cost/benefit assessment for upgrades / replacements, etc. changes, as required, or to extend service life of building services, systems, etc.
- Barrier Free Accessibility commentary;

#### C. Preparation of an Overview/Report

This report will give an overview of program space requirements based on the completed needs assessment.

### 2. Comparative Evaluation and Recommendations

#### A. Cost / Benefit Evaluation

The evaluation will generally address the following key elements in accordance with the terms of reference:

##### *Architectural*

- Interior finishes and fixtures
- Windows and exterior doors
- Roofing and related accessories
- Required upgrades to meet Barrier Free Accessibility requirements
- Exterior wall assemblies (only what can be visually identified), including R-Values and recommended upgrades.
- Soffits, fascia and rain ware
- Accessibility (interior and exterior);

##### *Mechanical and Electrical Systems*

- HVAC systems recommended for winterization;
- Plumbing

## Relevant Experience (partial list)

### **Building Assessments**

- Algoma District Housing Residential Apartment Complexes Conditions Assessments
- Greater Sudbury Building Appraisals, Sudbury, ON
- Greater Sudbury Information Travel Centre Condition Assessment, Sudbury, ON
- Sudbury Armoury Bldg. Assessment, Sudbury, ON
- Rainbow District School Board 55 School Conditions Assessments
- ORC N.O. Building Appraisals
- CMHA Fairview Building Study
- Christ The King Centre Assessments, Sudbury, ON
- La Ruche Building Conditions Assessment
- Vrancor Developments Hotel Assessments
- Northland Hotel Building Conditions Assessment
- Raiffeisen Building Condition Assessment, Sudbury, ON
- Other Various Church Building Assessments: St. Peter's, St. Paul's, St. Kevin's, St. Alexander's, St. Jean-Baptiste
- Sacre-Coeur Bldg. Assessment, Sudbury, ON
- Various Espanola Church Assessments, Espanola, ON
- Jolly Roger Building Condition Assessment

### **Functional Programming**

- Sault Ste. Marie Courthouse Study, Sault Ste. Marie, ON
- Sudbury Youth Services, Sudbury, ON
- Ministry of Northern Development and Mines, Willet Green Miller Centre, Laurentian University, Sudbury, ON
- Sudbury Tax Centre Renovations, Sudbury, ON
- Fire Attack Management Headquarters, Timmins, ON
- Chapleau Tanker Base, Chapleau, ON.
- Falcon Response Centre, Sudbury Airport, Sudbury, ON
- Wellness Centre, YMCA Centre for Life and Older Adult Centre, Sudbury, ON
- Laurentian Child Care Facility, Laurentian University, Sudbury, ON

# Township of Assiginack

- Electrical systems and major electrical components
- Fire and Life Safety systems
- Highlight energy efficiency opportunities

## *Structural*

- Foundation and structural integrity
- Visual inspection of foundation walls, floors, balconies,
- Visual inspection of exposed structure.
- Recommendation regarding the theatre use on the second floor;
- Other structural components / assemblies (where visible, no destructive testing has been allowed for)

## **B. Report Documentation**

Our findings will be summarized in one consistent formal report to the Township of Atikameksheng, broken out by facility for ease of access and reading. The report will include general historical data of the facility, priority retrofits, identification of deficiencies/ issues, along with recommendations and Ontario Building Code Barrier Free Retrofits.

## **Relevant Experience (partial list)**

### ***First Nations***

- M'Chigeeng Arena Assessment;
- M'Chigeeng Business Development Centre;
- M'Chigeeng 6 Plex;
- Aundeck Omni Kaning Recreation Centre;
- Aundeck Omni Kaning 3 plexes;
- Noojmowin Teg Health Centre Phases 1 & 2;
- Wikwemikong Victims Shelter;
- Wikwemikong Treatment Centre;
- KTEI Technical School, M'Chigeeng;
- Adanac Ski Hill – Ski Patrol / Rentals Facility, Sudbury, ON
- LU Community Track Renovations, Sudbury, ON
- Sudbury Airport - Air Terminal Renovation and Expansion, Sudbury, ON
- Alexander Public School – Classroom Addition Study
- Lockerby Composite / Board Offices Relocation Study

### ***Retirement Residences***

- Amberwood Suites, Sudbury, ON
- Marina Point Retirement Living, North Bay, ON
- Meadowbrook Retirement Residence, Sudbury, ON
- Southwind Retirement Residence Phase 2, Sudbury, ON
- Manitou Ridge Retirement Living, Sudbury, ON.
- Place Cartier, Sudbury, ON
- Isles of Innisfree Housing, Sudbury, ON
- Habitat Boreal Housing, Sudbury, ON
- Rockview Seniors, Sudbury, ON
- Glad Tidings Retirement Residence Concept Design, Sudbury, ON

# Township of Assiginack

## 4 OUR TEAM

### THE TEAM

3<sup>rd</sup> Line Studio was founded in 1984 and has been involved in the design and construction office and industrial projects for over 30 years and specializes in Office facilities. As Architects, we routinely plan space and strive to find efficiencies in program and layout without compromising Owner's expectations for the finished product. This, based on our experience, is completed quickly and professionally without compromising schedule and budget.

C O N S U L T I N G   T E A M			
DISCIPLINE	FIRM	PARTNER-IN-CHARGE	KEY MEMBERS
ARCHITECTURE	<b>3<sup>rd</sup> Line Studio Architects Inc.</b> 289 Cedar Street, Suite 300 Sudbury, Ontario, P3B 1M8	Mike Ladyk 705.674.2300	Mike Ladyk Jessica Hicks
STRUCTURAL ENGINEERING	<b>A2S Consulting Engineers</b> 289 Cedar Street, Suite 201 Sudbury, Ontario, P3B 1M8	Steve Cairns 705.222.0240	Steve Cairns
MECHANICAL AND ELECTRICAL ENGINEERING	<b>SNC Lavalin Inc.</b> 2140 Regent St. S, Unit 12A Sudbury, Ontario, P3E 5S8	Trevor Marshall 705.675.6881	Trevor Marshall Anthony Celestini
QUANTITY SURVEYING	<b>Polestar CM Inc</b> 289 Cedar Street, Suite 301 Sudbury, Ontario, P3B 1M8	Sergio Cacciotti 705-674-4332	Vanessa Vachon

# Township of Assiginack

## 5 FEES

3<sup>rd</sup> Line Studio Architects Inc shall provide consulting services described herein, for a fixed base fee of **Twenty One Thousand Two Hundred Ninety Dollars (\$21,290.00) + HST (If applicable)**. Disbursements/ expenses are included in the above as they apply. The fee below includes for architectural, structural, quantity surveying, mechanical and electrical services only

item	staff	hourly rate	man hours	staff subtotal	subtotal	expenses	subtotal
<b>Site Visits</b>	<b>architectural</b>				<b>\$ 1,990.00</b>	<b>\$ 800.00</b>	<b>\$ 2,790.00</b>
	architect Mike Ladyk	\$ 185.00	6	\$ 1,110.00			
	arch tech Jessica Hicks	\$ 110.00	8	\$ 880.00			
	<b>structural</b>				<b>\$ 1,050.00</b>	<b>\$ 800.00</b>	<b>\$ 1,850.00</b>
	struct eng Steve Cairns	\$ 150.00	7	\$ 1,050.00			
	<b>mech/ elec</b>				<b>\$ 1,600.00</b>	<b>\$ 800.00</b>	<b>\$ 2,400.00</b>
	mech eng Trevor Marshal	\$ 160.00	6	\$ 960.00			
	elec eng Anthony Celestini	\$ 160.00	4	\$ 640.00			
<b>Report Writing</b>	<b>architectural</b>				<b>\$ 5,490.00</b>	<b>\$ 100.00</b>	<b>\$ 5,590.00</b>
	architect Mike Ladyk	\$ 185.00	18	\$ 3,330.00			
	arch Tech Jessica Hicks	\$ 120.00	18	\$ 2,160.00			
	<b>structural</b>				<b>\$ 2,400.00</b>	<b>\$ 50.00</b>	<b>\$ 2,450.00</b>
	structural Steve Cairns	\$ 150.00	16	\$ 2,400.00			
	<b>mech / elec</b>				<b>\$ 3,520.00</b>	<b>\$ 50.00</b>	<b>\$ 3,570.00</b>
	mech eng Trevor Marshal	\$ 160.00	11	\$ 1,760.00			
	elec eng Anthony Celestini	\$ 160.00	11	\$ 1,760.00			
<b>Cost Estimating</b>	<b>quantity surveying</b>				<b>\$ 2,590.00</b>	<b>\$ 50.00</b>	<b>\$ 2,640.00</b>
	quantity surveyor Sergio Cacciotti	\$ 185.00	14	\$ 2,590.00			
				119 hrs	<b>\$ 18,640.00</b>	<b>\$ 2,650.00</b>	<b>\$ 21,290.00</b>
							<b>Total fee + HST</b>

### Clarifications:

1. Hazardous Materials Consulting is not included in services and fees described herein.
2. Civil Engineering
3. Geotechnical investigation/ testing is not included in the above.
4. Detailed Design and Construction Services are not included in the above.
5. Destructive testing or excavation is not included in this proposal. If further investigation is required, it will be identified in our report.



# ***Township of Assiginack***

## **6 SCHEDULE**

In addition to the Tasks Summary noted herein, we have developed the following preliminary project schedule to reflect our commitment to complete the project in an efficient and timely manner. Our schedule assumes a project commencement date of +/- February 3, 2020. Initial building documentation, plans, reports, etc. of existing facilities, if available, will be obtained, if possible, and reviewed prior to attending the sites. Information obtained from the site visit will be utilized to prepare a draft report for submission by February 27, 2020. Comments will be incorporated into the final reports to be submitted no later than March 10, 2020. It is anticipated that the Client will require approximately one (1) week to review the draft report and provide comments.

### **Milestones**

### **Preliminary Schedule**

Proposal Submission

January 29, 2020

Contract Award

February 3, 2020 (estimated)

Site Visit

Week of February 10, 2020

Existing Data Collection & Facility Contact

Week of February 10, 2020

Submission of Draft Report

February 27, 2020

Submission of Final Report

March 10, 2020

Note: the above noted preliminary schedule is tentative, and can be altered to meet the expectations and requirements of Assiginack.

Our project schedule articulates a reasonably aggressive approach to completing the project in a fiscally responsible and time sensitive manor. The schedule identifies key project tasks. The terms of reference did not indicate a completion date. Our team is flexible and can accelerate or extend time duration (reasonably) to accommodate your town's needs.

We are prepared to commence work on this project immediately upon receipt of approval and instructions from the Client. We are prepared to commit our resources to the degree of involvement necessary for the timely and successful execution of the project.

We intend to continue and develop a close working relationship with the key staff at the various facilities (i.e. building / maintenance managers) as well as key municipal personnel assigned to the project in order to facilitate the development of the technical requirements for the project. The schedule proposed assumes that the project team is committed to the proposed process and tasks. The schedule will also facilitate site meetings with the Client to review the specific concerns, operational requirements, objectives, etc. for each site.

In order to accommodate the proposed schedule, we have developed an approach to reviewing the sites that involves a combined trip over two days on site. This approach is critical to the success of the study in that it permits the involvement of the same personnel for all the sites. At the same time, this approach is an extremely important aspect of our proposal as it maintains a consistent degree of familiarity, experience, and intelligence for both sites collectively by all project participants.

## ***Township of Assiginack***

### **APPENDIX A – CV's**

# CV

**MICHAEL LADYK**  
BArch, OAA,

## Chronological Record of Work Experience

Michael is responsible for leading and managing a variety of projects, liaising with clients and coordinating consultants. He leads in all aspects of the project thru all phases of the project.

- |                |   |
|----------------|---|
| <b>2005-18</b> | Partner<br>3rdLineStudio Inc.<br>Polestar CM Inc.                               |
| <b>2002-05</b> | Staff Architect<br>Castellan James + Partners Architects Inc.                   |
| <b>1995-02</b> | Intern Architect<br>Castellan + Associates Architects Inc.                      |
| <b>1994</b>    | Building Inspector<br>Canada Mortgage and Housing Corporation                   |
| <b>1990-93</b> | Assistant Plans Examiner<br>Regional Municipality of Sudbury, Building Controls |

## Education

**Bachelor of Architecture with Distinction**, Carleton University, 1995  
Directed Studies Abroad: Rome, Italy, 1993 and Detroit, USA, 1994

## Continuing Education

- Architectural License: Manitoba
- Bill 124 Qualified
  - Part 3 Complex Buildings
  - Part 9 Small Buildings
  - Legal
- Ministry Of Municipal Affairs And Housing Ontario Building Code Part 3 – Fire Protection
- Project Management Essentials

## Activities

- Chairmen Sudbury Action Centre For Youth;
- Current Capital Campaign Member Unit Way Capital Campaign
- President Corsi Hill Playground Assoc.
- Past President, Northern Ontario Association of Architects, 2001-2003
- Past Coach Sudbury Minor Hockey AAA
- Past Sudbury Theatre Centre Board Member
- Past Sudbury Heritage Committee Member

## Project Experience

### INDIGENOUS PROJECTS

- Wikwemikong Kina Gbezhgomi Child & Family Services Study
- Ngodwewaangizi Anishinaabe Rights Court Study
- M'Chigeeng Business Development Centre, M'Chigeeng First Nation, ON
- Wikwemikong Nursing Home Study
- Wikwemikong Re-Acquired Lands Study
- Wikwemikong Shelter New Build
- Wikwemikong Ngwaagam Gamig Recovery Study
- Garden River Youth Summer Camp Study
- Garden River Family Centre Study
- North Shore Tribal Council Medical Facilities Reviews
- Wikwemikong Youth Centre Roof Repair
- Wikwemikong Marina Building Assessment
- Noojmowin Teg Health Centre Phase 1 & 2, AOK, ON.
- Wikwemikong Small Business Centre, Wikwemikong ON
- Aundeck Omni Kaning Recreation Centre, AOK, ON.
- Aundeck Omni Kaning Group Home Renovations
- M'Chigeeng Barrier Free Residence
- M'Chigeeng KTEI Technical Institute
- Carry The Kettle Grocery Store Concept, Carry The Kettle Nakoda First Nation, Saskatchewan
- Mamaweswen Health Access Centre, Culter, ON

### INSTITUTIONAL/OFFICE PROJECTS

- Vale SMP Offices Interior & Exterior Renovations
- Hudbay Minerals Office + Dry, Manitoba
- Canada Revenue and Customs Agency, 80 National Street Offices
- AML Office Complex, Regent Street
- 30 Ste Anne Rd, 7 Story Office Tower Renovations,
- 162 MacKenzie Street, Multi Floor Offices,
- Coleman Mine Office Complex.
- Heritage Canada 6<sup>th</sup> Floor Office Renovation
- RDSB Head Offices, 69 Young Street
- YMCA Wellness Centre
- Breezes Retirement Residence
- Marina Point Retirement Residence
- Meadows of Lively Retirement Residence
- Sudbury Action Centre For Youth Interior Renovations;
- Shared Space Sudbury Space Program Study;
- Lo-Ellen High School Gymnasium Addition;
- Algonquin Public School DayCare Hub Renovations;
- Jean Ethier Blais New School, Sudbury
- Markstay Public School Renovations;
- YWCA Geneva House Women's Shelter
- Lo-Ellen High School Science Labs, Sudbury, ON
- Manitoulin Secondary School Science Labs, M'Chigeeng, ON
- Neureka Labs, Willet Green Miller Centre, Sudbury, ON
- Sudbury Airport – Air Service and Commercial Plan
- Sudbury Airport, Air Terminal Building Renovation and Expansion, Sudbury
- YWCA Addition, Sudbury
- Sudbury Developmental Services Various Renovations
- New Sudbury Public Library, Sudbury, ON
- Blind River Municipal Building Assessments, Blind River, ON
- Greater Sudbury Civic Mausoleum Phase 5 Addition
- Rainbow District School Board Head Offices, Sudbury
- Office for the CSD du Grande Nord de l'Ontario at Jeanne Sauve Public School, Sudbury
- Office for the CSD du Grande Nord de l'Ontario at Jeanne Sauve Public School, Sudbury
- Cecil Facer Window Replacement and HVAC Upgrades, Sudbury, ON

# CV

**VANESSA VACHON**  
Senior Architectural Technologist, M.A.A.T.O.

## Chronological Record of Work Experience

**08-current** Architectural Technologist  
3rdLine Studio Inc  
Polestar CM Inc.

## Education

**Architectural Technician Diploma**  
Sheridan College – Institute of Technology – Advanced Learning, 2009

**Tourism and Marketing Operations Co-op, 2004-2006**  
Niagara College, Niagara-On-The-Lake, ON

**Ecole Secondaire MacDonald Cartier, 2003**  
Ontario Secondary School Diploma (Honours)

## Continuing Education

- Bill 124 Qualified
  - Part 3 Complex Buildings
  - Part 3 Large Buildings
  - Part 9 Houses
  - Legal
- Project Estimating
- Microeconomics

## Awards / Scholarships

- Award of excellence for mathematics and independent learning, 2003
- Dean's Honour List, Niagara College, 2004-2006
- Dean's Honour List, Sheridan College, 2008-2009

## Project Experience

### INDUSTRIAL

- Hudbay Minerals Office Dry, Snow Lake, Man.
- Vale MYN Storage Facility, Nickel Refinery
- Vale Mobile Equipment, Smelter Complex
- Hurley Workshop Addition
- Cambrian Warehouse Development
- Mid City Motorsports Warehouse Shop

### SCHOOLS / INSTITUTIONAL PROJECTS

- AB Ellis Child Care Renovations, Espanola
- Markstay PS Renovations, Markstay
- Walden Public School, Sudbury
- Adamsdale PS – Window Replacement
- Lockerby SS – Window Replacement
- S Geiger PS – Wall Replacement
- Northeastern PS – Window Replacement
- Noelville Gym Addition, Noelville
- Ecole Publique Camille Peron Renovations, Markstay
- Ecole Secondaire Horizon – Exterior Wall Repairs
- Little Current PS – Window Replacement, Little Current
- Lasalle SS – Window Replacement
- Lo-ellen SS – Window Replacement
- Ecole publique Franco Nord Day Care Renovations
- Central Manitoulin PS - Window Replacement
- Central Manitoulin PS – Washroom Renovations
- Lansdowne PS – Interior Renovations
- Ecole Secondaire Macdonald Cartier – Reroofing

### OTHER PROJECTS

- University of Sudbury – Room Renovations
- Diocese Reroofing, Sudbury
- YMCA Office Renovations
- Christ The King Apartments – Foundation Repairs
- St. Andrew's Place – Kitchen Renovations, Sudbury
- 80 National Street – File Room Expansion, Sudbury
- Claim Secure Office Renovations, Sudbury
- Sudbury Tax Centre – Barrier Free Renovations
- Cambrian College Sustainable Design Centre, Sudbury
- Churan Hotel renovations, Sudbury
- Crosstown Chev 2010 Expansion, Sudbury
- Thakrar Shukla Residence Renovations, Sudbury
- Gregorini Residence Renovations, Sudbury
- Transport Training Centers of Canada 2009 Expansion, Sudbury
- Vale - Coleman Mine – New Office Complex, Levack
- Vale - Clarabelle Mill Changehouse
- Xstrata - Stracona Mill Renovations, Levack
- William Day Heavy Equipment / Welding Shop
- Grace Hartman Amphitheatre, Sudbury
- Britt Nursing Station, Britt

# Steve Cairns, M.A.Sc., P.Eng.

Principal Engineer

Relevant Experience – 19 years:

## **Business Development Centre and Grocery Store**

*M'Chigeeng First Nation, ON / 2018, Commercial*

The structure for this single-storey, 12,800 square foot building consists of a conventional, structural steel frame. Steel was utilized to maximize the usable area by limiting the number of columns within the space.

## **Cambrian Heights Commercial Development**

*Sudbury, ON / 2015 / Office and Warehouse*

A2S was responsible for designing the foundations for these two pre-engineered buildings totalling 30,000 square foot. Reinforced concrete piers and walls have been designed to bear on the shallow bedrock. The slab-on-grade has been designed to support a heavy racking system and provide flexibility to accommodate future configurations. An independent, wood-framed mezzanine structure was designed and constructed on the interior of the building shell.

## **Wikwemikong Small Business Centre**

*Wikwemikong, ON / 2014 / Commercial*

Steve acted as the Project Principal for this new single-storey, 9,000 square foot commercial building. Conventional wood-framing was utilized throughout to emphasise locally available construction materials and skilled trades.

## **Wahnapitae Centre of Excellence**

*Wahnapitae First Nation, ON / 2012 / Community Resources*

Steve acted as the Project Principal for this single-storey, 8,400 square foot new building. Conventional wood-framed construction was utilized throughout to promote the use of local resources and skilled trades. The functional program included space for meeting hall, various offices and a medical clinic. A unique cathedral roof structure over the meeting hall was designed and carefully coordinated with the Contractor and their sub-trades during construction.

## **Nipissing First Nation Small Business Centre**

*Nipissing First Nation, ON / 2012 / Commercial*

Steve acted as the Project Principal for this single-storey, wood-framed building. Exposed, custom timber trusses were designed and constructed to provide a long entrance canopy into the main lobby of the building.

## **Union of Ontario Indians Additions and Renovations**

*Nipissing First Nation, ON / 2011 / Community Resources*

Steve acted as the Project Manager for this 10,400 square foot addition/renovation project, which included two 3-storey additions and a Central Hub addition to connect 4 building wings. Exposed engineered wood was used extensively throughout the Hub addition to create a warm and inviting central core between the existing buildings. The functional program includes classrooms, offices, common areas and gallery spaces.

## **Administrative Office**

*M'Chigeeng First Nation, ON / 2005 / Office*

Steve acted as the Project Manager for this new 2-storey, 23,200 square foot steel framed building. Structural steel was utilized to maximize clear spans, provide large open areas, allow for future renovations and to provide a "skeleton" to which wood framing infill could be constructed. The design concept was developed to ensure that local trades would be directly involved in the building's construction. Existing buildings were partially demolished to facilitate the construction of the new facility to provide new Band Council Chambers, full basement, an elevator and new office space.



" Engineering is as much about people as it is about science. Whereas it is obviously critical that buildings are safe, economical and of materials appropriate for local manufacturers and trades; it is just as important that all stakeholders (owners, designers, builders and building occupants) are able to communicate effectively to deliver a successful project. Through open communication, the needs and expectations for a given project are identified by the design team, who then endeavour to meet, or better still, exceed these criteria. "

## **Bio**

Originally from Burlington, Ontario, Steve began his engineering career in Toronto in 1999. Since relocating in 2000, he now proudly calls Sudbury his home where he lives with his wife and two children. Steve is a founding principal of A2S.

## **Professional Designations**

Professional Engineer (Ontario) since 2002  
Consulting Engineer (Ontario) since 2015

## **Awards and Recognition**

Wood WORKS! Institutional Wood Design Award  
<\$10M – St. David School, 2017

Wood WORKS! Institutional Wood Design Award  
< \$10M – St. Victor School, 2014

Ontario Steel Design Award, First Place  
Architectural Category – Canadore College  
Aviation Campus, 2003

## **Education**

Master of Applied Science – University of Toronto,  
2001

Bachelor of Applied Science – University of  
Toronto, 1997



consulting engineers

201-289 Cedar St., Sudbury, Ontario, CANADA  
(705) 222 0420 <http://www.a2sa.ca> [info@a2sa.ca](mailto:info@a2sa.ca)

Mr. Stéphane Chiasson, P.Eng., is a Professional Engineer and a graduate of Laurentian University, Faculty of Engineering, where he specialized in Mechanical Engineering (Mechatronics). He has developed expertise designing machines and components using SolidWorks software. His special interests are power generation and off-grid electrical systems. Mr. Chiasson has proven himself as a creative thinker and problem solver; he is a member of the Laurentian University's winning NASA Lunabotics Mining Competition Team 2011. Mr. Chiasson is an excellent communicator and is fluent in English and French. His daily tasks include designing electrical distribution, lighting and control, life safety, and security systems followed by ongoing co-ordination with clients and contractors which includes site inspections and field reviews.

## SECTORS OF EXPERTISE

### Infrastructure & Buildings

- Commercial
- Institutional
- Medical Infrastructure
- Recreational and Cultural Buildings
- Residential

## EDUCATION

2011 | Bachelor of Engineering, Laurentian University, Sudbury, Ontario, Canada

## EXPERIENCE

SINCE 2011 | **SNC-LAVALIN INC., SUDBURY, ONTARIO, CANADA**  
**Electrical Engineer**

- Laurentian University Engineering building (2018)
  - State of the art research facility and student laboratories
- Laurentian University Student Centre (2018)
- HSN Learners (2018)
- M'Chigeeng Multi-use commercial office (2018)
- Technica Mining office and shop (2015)
- HSN Cancer Center Linear Accelerator replacement (2014)
- Aundeck Omni Kaning Community Centre, Aundeck Omni Kaning, Ontario (2014)
- Multi-use complex
- Business Centre, Wikwemikong First Nation, Wikwemikong, Ontario (2013 - 2014)
  - Construction of a 9,000 sq. ft. business centre
- M'Chigeeng First Nation, West Bay, Ontario (2010)
  - KTEI Education Centre
- Walden Public School Solar PV Roof
  - Designing PV string layouts and module grounding on roof, as well as interior equipment sizing and electrical distribution.
  - Co-ordinating grid-tie applications with the power utility company as well as owners and equipment manufacturers.

### Years of Experience

- 7 years

### Years with SNC-Lavalin

- 7 years

### Key Positions

- Electrical Engineer
- Designer - Electrical

### Languages

- French
- English

### Site Experience

- Canada

### Computer Applications

- AutoCAD
- Revit
- Microstation
- SolidWorks
- MS Office Suite
- AGI32



- Smith's Fine Foods
  - Design of interior space including retail, kitchen, and warehouse. LED lighting sources throughout.
  - Featuring a centralized compressor room for all refrigerated cases and displays, walk-in coolers and freezers.
- Alban NPLFC
  - Design of tenant space renovation to accommodate new clinic spaces, exams rooms, and multi-use community rooms and kitchens. Special attention to the lighting standards for exam rooms and other purpose-specific rooms.
- Vale Long Harbour Office Project
  - Design of four modular office complexes throughout the Long Harbour site, conforming to Vale's electrical, data, and lighting requirements throughout.
  - Office's also included security access controls, emergency power supply, and change rooms.
- HSN Operating Room Power Upgrades
  - Design of redundant, isolated power distribution systems within multiple operating rooms to support new mobile equipment.
  - Design included both normal and emergency power feeds, transfer switches and isolated power panel design standards.
- Northern Ministry of Development, Mines, and Forestry – South Porcupine Office Renovation
  - Large office space renovation complying to ASHRAE 90.1 2010 standards including the use of LED lighting and advance controls throughout the project space.

**2010**

**RDH MINING EQUIPMENT, ALBAN, ONTARIO, CANADA**  
**Engineering Student**

Tasks included:

- Designing machines and components using SolidWorks software
- Brake capacity calculations form ramp safety
- Torque/speed calculations for various equipment
- Ramp building coordinator

**PROFESSIONAL ASSOCIATIONS**

**SINCE 2011**  
**SINCE 2016**

Professional Engineers Ontario (PEO), member no. 100173503  
Ordre des Ingénieurs du Québec (OIQ), member no. 5066322

**ADDITIONAL TRAINING**

VALE ZES Training, VALE INCO, Sudbury, Ontario, Canada  
SNC-Lavalin Step-back occupational health and safety training  
SNC-Lavalin code of ethics training  
WHMIS, NORCAT, Canada

*Trevor Marshall, P.Eng., is a Mechanical Engineer with over 9 years of experience in mechanical building services design including HVAC, plumbing, control, and fire protection systems. His work has included projects on healthcare, commercial, educational, and industrial facilities. He is experienced in initial concept development, detail design development, project budget preparation, contract administration, field review and final inspection, and change order preparation and evaluation. Mr. Marshall has also acted as project leader for engineering projects for which SNC-Lavalin's Infrastructure Engineering Division in Sudbury, Ontario, was the prime consultant direct to the client. Mr. Marshall is capable of providing the full range of mechanical engineering services throughout the project's life cycle from concept to design and construction development.*

## SECTORS OF EXPERTISE

### Infrastructure & Buildings

- Commercial
- Industrial Buildings
- Institutional
- Medical Infrastructure

## EDUCATION

2005

B.Eng. Mgmt., Mechanical Engineering and Management, McMaster University, Hamilton, Ontario, Canada

## EXPERIENCE

SINCE 2005

### SNC-LAVALIN INC., SUDBURY, ONTARIO, CANADA

#### Intermediate Mechanical Engineer

*New North Bay Elementary School, Near North School Board, North Bay, Ontario, Canada (2015)*

Mechanical Lead for HVAC, plumbing, and fire protection services design and specification preparation for a new, two storey, elementary school, utilizing energy saving systems such as high efficiency energy recovery ventilators, and condensing boilers, low-temperature perimeter heating, and displacement ventilation.

*New Office/Industrial Shop Facility, Technica Mining, Sudbury, Ontario, Canada (2015)*

Mechanical Lead Engineer for HVAC and plumbing systems for a new, 10,000 sq. ft. office building, with attached 10,000 sq. ft. industrial maintenance shop. Design included rainwater collection systems and non-potable water system design.

*Commercial Retail/Recreational Facility, Aundeck Omni Kaning First Nation, Aundeck Omni Kaning, Ontario, Canada (2014)*

Mechanical Lead Engineer for HVAC, plumbing, and fire protection systems for a new, 18,000 sq. ft. with main gym/recreational space and commercial retail facilities.

*Commercial Retail Facility, Wikwemikong First Nation, Ontario, Canada (2014)*

### Years with SNC-Lavalin

- 13 years

### Key Positions

- Designer - Mechanical
- Design Engineer
- Engineer - Mechanical

### Languages

- English

### Site Experience

- Canada

### Computer Applications

- AutoCAD
- MS Office Suite





Mechanical Lead Engineer for HVAC and plumbing systems for a new, 9,000 sq. ft. commercial/retail building with 7 separate commercial/retail tenant spaces.

*St. David Elementary School, Sudbury Catholic District School Board, Ontario, Canada (2014)*

Mechanical Lead for HVAC services design and specification preparation for a new school, utilizing energy saving systems such as, high efficiency energy recovery ventilators, and condensing boilers, low-temperature in-floor, heating, and displacement ventilation.

*New East Catholic Elementary School, Sudbury Catholic District School Board, Sudbury, Canada (2014)*

Mechanical Lead for HVAC services design and specification preparation for a new school utilizing, energy saving systems such as, high efficiency energy recovery ventilators, and condensing boilers, low-temperature in-floor heating, and displacement ventilation.

*New Parry Sound Elementary School, Near North District School Board, Canada (2014)*

Mechanical Lead for HVAC, plumbing, and fire protection services design and specification preparation for a new school utilizing, energy saving systems such as, high efficiency energy recovery ventilators, and condensing boilers, low-temperature perimeter heating, and displacement ventilation.

*NEO Kids Paediatric Centre, Health Sciences North, Sudbury, Ontario, Canada (2013 - 2014)*

Mechanical Lead Engineer for HVAC and plumbing systems for a new paediatric clinic at the Health Sciences North Hospital. Design followed CSA Z8000, Z317 standards for mechanical systems.

*Huntsville Hospital Medical Device Reprocessing Department Renovation, Muskoka Algonquin Health Care, Huntsville, Canada (2013 - 2014)*

Mechanical Lead Engineer for HVAC and plumbing systems for a renovation to the MDRD area of the Huntsville Hospital including, space relative pressurization design. Design followed CSA Z8000, Z317 standards for mechanical systems.

*SMP Office Renovations, VALE, Copper Cliff, Ontario, Canada (2011)*

Mechanical Lead Engineer for the renovation of a former industrial dry, into an engineering design office.

*Clarabelle Mill Dry, Vale, Copper Cliff, Ontario, Canada (2010 - 2011)*

Mechanical Lead Engineer responsible for the construction of a new, 300 person, dry facility with provision of hot water storage system for the showers and provision of locker exhaust system with heat recovery.

## PROFESSIONAL ASSOCIATIONS

SINCE 2005 | Professional Engineers Ontario (PEO), Membership no. 100104156

## ADDITIONAL TRAINING

2014 | Health and Safety, WHMIS, NORCAT (Northern Centre for Advanced Technology Inc, Canada

RECEIVED

JAN 31 2020

## ***Township of Assiginack***

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### **APPENDIX A – CV's**



RECEIVED  
JAN 27 2020

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January 24, 2020

**To: Municipal Member Councils of the Building Committee for the Welcome Center in Little Current ON**

As a matter of courtesy please be advised that the DMI (MTA) will not be responding to the recent RFP put forward by NEMI for the operation of the Welcome Center. It was obvious the RFP was primarily designed to attract a commercial occupant, one interested in selling their products and or services with a tertiary requirement to provide some tourism assistance to the travelling public. This is not us; our only and primary focus has always been and will continue to be the promotion and development of sustainable, eco-friendly, Cross-Cultural tourism for the entire Island. It was also thought that the \$30,000 to \$35,000 expense for space only could be better spent serving the developmental and promotional needs of our Members.

We would like to thank you for the many years the relationship did work and every success in this undertaking.

We would also offer our ongoing DMI-DMO assistance to the new occupant in stocking their information area.

Thank you – Miigwech,

On behave of the DMI Board of Directors



**THE CORPORATION OF THE CITY OF SARNIA  
City Clerk's Department**

255 Christina Street N. PO Box 3018  
Sarnia ON Canada N7T 7N2  
519 332-0330 519 332-3995 (fax)  
519 332-2664 (TTY)  
[www.sarnia.ca](http://www.sarnia.ca) [clerks@sarnia.ca](mailto:clerks@sarnia.ca)

RECEIVED

JAN 27 2020

January 24, 2020

To: All Ontario Municipalities

**Re: Ontario Power Generation's Deep Geologic Repository Project**

At its meeting held on January 20, 2020, Sarnia City Council considered the attached motion submitted by Councillor Margaret Bird with respect to the proposed Deep Geological Repository Project and adopted the following resolution:

***That Sarnia City Council support the halting of the construction of the Deep Geological Repository, in the Bruce Peninsular, so that less dangerous solutions can be found for the longer storage of nuclear waste; and***

***That Sarnia City Council instruct the Sarnia City Clerk to notify all 444 Ontario Municipalities, through AMO, by January 24th., 2020, of our objective; and***

***That the Sarnia City Clerk send a copy of our resolution to the County of Lambton Clerk, along with all the County Councillors, asking for their endorsement.***

Sarnia City Council respectfully seeks your endorsement of this resolution. If your municipal council endorses this resolution, we would request that a copy of the resolution be forwarded to the following:

Honourable Jonathan Wilkinson, Minister of the Environment and Climate Change  
[ec.ministre-minister.ec@canada.ca](mailto:ec.ministre-minister.ec@canada.ca); and

City of Sarnia, City Clerk's Office  
[clerks@sarnia.ca](mailto:clerks@sarnia.ca)

## **MOTION**

**I am asking for:**

**a) An urgent resolution of Council to support the halting of the construction of the Deep Geological Repository, in the Bruce Peninsular, so that less dangerous solutions can be found for the longer storage of nuclear waste.**

**b) To instruct the Sarnia City Clerk to notify all 444 Ontario Municipalities, through AMO, by January 24<sup>th</sup>., 2020, of our objective.**

**b) For the Sarnia City Clerk to send a copy of our resolution to the County of Lambton Clerk, along with all the County Councillors, asking for their endorsement.**

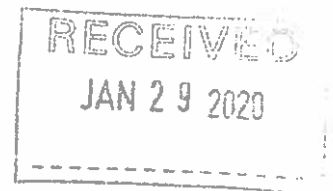
**If you have any questions, please do not hesitate to contact me.**

**Many thanks.**

**Kind Regards,**

**Councillor Bird**

January 27, 2020



Mayor Dave Ham  
City/Town of  
Manitowaning  
Arthur St  
POB INO



Dear Sir,

This letter is written on behalf of the Service Provider Network of private ServiceOntario offices under contract to deliver services for the Ontario Government. We are small to medium sized businesses located in your community, providing customer service to your residents for over 100 years.

The Ministry of Government and Consumer Services has had a digital first approach under the previous Liberal and current Conservative Government. The current government is moving quickly to implement these initiatives without the necessary due diligence and measured approach to ensure the survival of in-person services. As the most grassroots level of government, you understand that in-person services are essential for our residents. Not all citizens have the luxury or ready access to digital technology, and our network will still need to be in place to assist those clients and those most disadvantaged in our community.

We are looking for your support advocating with your provincial counterparts to ensure that we remain viable and able to continue to operate our offices. Cities, such as Georgetown, have already had their office close. For fifteen months, the Government has not been able to find a new service provider for the Georgetown/Acton area (population of 51,000) due to the uncertainty created by a stagnant compensation model which does not adequately compensate these private businesses.

Our current compensation model results in revenue generation when we complete a transaction. The model does not compensate for any of the customer service which we provide. With the push to go digital, the transactions that will be remaining will be incredibly time consuming for which we are grossly underpaid.

Please call our local MPP(s) to ask what is being done to maintain services in our community. Municipalities cannot afford further downloading of services from the province and this will be a reality if the service provider network is not supported. The Municipality of Chatham/Kent (population of 105,000) had to take over the ServiceOntario office because the Government was not able to attract a private contractor when the previous private issuer voluntarily gave it up (he did not retire as was widely written in the media).

I would be happy to answer any question that you may have.

Respectfully,

A handwritten signature in cursive script that reads "Colleen Capelton". The signature is written in dark ink and is positioned below the word "Respectfully,".

RECEIVED

JAN 3 1 2020

**Ministry of Children,  
Community and Social  
Services**

**Ministère des Services à  
l'enfance et des Services  
sociaux et communautaires**

Minister's Office

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Télec. : (416) 325-5240



127-2020-968

January 30, 2020

Dear Municipal Partner:

First, I want to take the opportunity to wish you a Happy New Year.

Further to the letter I sent you on December 16, 2019, I am pleased to notify you that our survey to inform the development of Ontario's next Poverty Reduction Strategy is now live on [Ontario.ca/povertysurvey](https://ontario.ca/povertysurvey) and will be available online until March 30, 2020.

Our government believes that the people of Ontario are the province's greatest asset and when the people of Ontario succeed, our economy and province succeed. It is our shared responsibility to create the best conditions for people to reach their potential. We need and we want to listen to municipalities, Indigenous partners, members of the community, service providers, employers, and local partners to find new and innovative ways to support people during challenging times and create the conditions that will help them build a better life.

To support the development of our new Poverty Reduction Strategy, we are asking residents of Ontario to take 30 minutes and answer our survey as we seek new ideas on how we can:

- Encourage job creation and connect people to employment
- Provide people with the right supports and services
- Lower the cost of living and make life more affordable.

As part of a new strategy, we will set a target for poverty reduction and identify indicators to measure progress to ensure we are achieving results.

The survey can be accessed at [Ontario.ca/povertysurvey](https://ontario.ca/povertysurvey). Please feel free to share the survey link with your community members and colleagues.

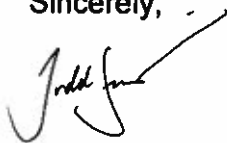
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In addition, we are also welcoming written submissions that can be sent by e-mail to [prso@ontario.ca](mailto:prso@ontario.ca) or by mail to Poverty Reduction Strategy, 3rd Floor, 315 Front Street West, Toronto ON, M7A 0B8. If there are any questions on how any personal information such as names and addresses that are included with a submission will be used, please contact: Manager, Strategic Policy Unit, MCCSS by e-mail at [prso@ontario.ca](mailto:prso@ontario.ca) or by telephone at (647) 308-9963.

I encourage you to share information about this consultation, including the survey link, with service providers, Indigenous partners and businesses in your community. I look forward to receiving input from Ontario residents as we work together to make a difference in reducing poverty in the province.

Sincerely,

A handwritten signature in black ink, appearing to read 'Todd Smith', with a long horizontal stroke extending to the right.

Todd Smith  
Minister

# THE CORPORATION OF THE TOWNSHIP OF ASSIGNACK

## BY-LAW # 20-01

**BEING A BY-LAW to provide for an interim tax levy and to provide for the payment of taxes and to provide for penalty and interest of 1.25 percent.**

**WHEREAS** Section 317 of the Municipal Act, 2001, S.O., Chapter 25, as amended, provides that the Council of a local municipality may, in 2019 before the adoption of the estimates for the year, pass a by-law to levy on the whole of the assessment for real property according to the last revised assessment roll, a sum not to exceed that which would be produced by applying the prescribed percentage (50%) of the 2019 tax rate to residential and farm assessment;

**AND WHEREAS** Section 317 of the Municipal Act, 2001 S.O., Chapter 25, as amended, provides that the Council of a local municipality may, in 2020 before the adoption of the estimates for the year, pass a by-law to levy on the whole of the assessment for real property according to the last revised assessment roll, a sum not to exceed that which would be produced by applying the prescribed percentage (50%) of the 2019 tax rate that the municipality is required to calculate to commercial and industrial assessment and the assessment that relates to pipelines, railways, hydro corridors, airports and other such unique properties.

**NOW THEREFORE** the Council of the Corporation of the Township of Assignack enacts as follows:

1. That the Interim Tax Levy rates for 2020 for municipal and education purposes be hereby set as follows:

CLASS	MUNICIPAL RATE	EDUCATION RATE	TOTAL RATE
Residential	0.01514052	0.00161000	0.01675052
Multi-Residential	0.01514052	0.00161000	0.01675052
Commercial Occupied	0.01438349	0.00886167	0.02324516
Commercial Vacant	0.010006845	0.00753242	0.01760087
Industrial Occupied	0.01165820	0.00683959	0.01849779
Industrial Vacant	0.00757783	0.00564266	0.01322049
Pipelines	0.01698009	0.00000000	0.01698009
Landfill	0.01438349	0.01020796	0.02459145
Farm	0.00378513	0.00040250	0.00418763
Managed Forest	0.00378513	0.00040250	0.00418763

2. That said interim tax levy shall become due and payable in two (2) installments as follows: Fifty (50%) percent of the interim levy rounded upwards to the next whole dollar shall become due and payable on the 18<sup>th</sup> day of March, 2020; Fifty (50%) of the interim levy rounded upwards to the next whole dollar shall become due and payable on 17<sup>th</sup> day of June, 2020 and non-payment of the amount on the dates stated in accordance with this section shall constitute default.
3. On all taxes of the interim levy, which are in default on the 18<sup>th</sup> day of March, 2020 and the 17<sup>th</sup> day of June, 2020, a penalty of 1.25 percent shall be added and thereafter a penalty of 1.25 percent per month will be added on the first day of each and every month the default continues, until December 31<sup>st</sup>, 2020.
4. Penalties and interest added on all taxes or the interim tax levy in default shall become due and payable and shall be collected forthwith as if the same had originally been imposed and formed part of such unpaid interim tax levy.

5. The collector may mail or cause the same to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable.
6. The taxes are payable at the Township of Assiginack Municipal Office, Manitowaning, Ontario.

**Read a First, Second, and Third time and finally passed this 4<sup>th</sup> day of February, 2020**

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D. Ham - Mayor

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A. Hobbs – CAO/Deputy Clerk

Seal