

**MUNICIPALITY**



**OF ASSIGINACK**

**REGULAR MEETING OF COUNCIL  
To Be Held in the Council Chambers  
Tuesday, January 21st, 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 7<sup>th</sup>, 2020
- b) Minutes of the Manitoulin East Municipal Airport Commission Meeting of January 6<sup>th</sup>, 2020

**4. DELEGATIONS**

Assiginack Robotics Team Presentation

**5. REPORTS**

- a) Staff Reports
- b) Manitowaning Sewage System Inspection Report MOECP

**6. ACTION REQUIRED ITEMS**

- a) Accounts for Payment: General: \$111,059.98 Payroll: \$ 20,351.06

**7. INFORMATION ITEMS**

- a) Manitoulin Streams (table until budget discussions)
- b) Town of Deep River: Develop Nuclear Reactor Technology
- c) OMAFRA January Newsletter
- d) DSAB: Draft TOR Community Safety and Wellness Plan

**8. BY-LAWS**

None

**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 07, 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:** Charlene MacDonald

**OPENING:**

**#01-01-2020 H. Moggy - D. McDowell**

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:**

**#02-01-2020 H. Moggy - D. McDowell**

THAT the agenda for this meeting be accepted as presented.

*CARRIED*

**DISCLOSURE OF PECUNIARY INTEREST:**

NONE

**ANNOUNCEMENTS:**

NONE

**ADOPTION OF MINUTES:**

**#03-01-2020 H. Moggy - D. McDowell**

THAT the Minutes of the Regular Council Meeting of December 17<sup>th</sup>, 2019 be accepted.

*CARRIED*

**DELEGATIONS:**

NONE

**REPORTS:**

**#04-01-2020 D. McDowell - H. Moggy**

THAT the Minutes of Community Policing Advisory Committee meeting of December 11<sup>th</sup>, 2019 be received.

*CARRIED*

**#05-01-2020 D. McDowell - H. Moggy**

THAT the Minutes of Assiginack Public Library Board meeting of November 28, 2019 be received.

*CARRIED*

**ACTION REQUIRED ITEMS:**

**#06-01-2020 D. McDowell - H. Moggy**

THAT Council authorizes the following Accounts for Payment:

General:     \$25,936.72

AND THAT the Mayor and administration be authorized to complete cheques #29529 through #29551 as described in the attached cheque register report.

*CARRIED*

**#07-01-2020 H. Moggy - D. McDowell**

THAT Council authorizes the following Accounts for Payment:

Payroll: \$20,663.85

AND THAT the Mayor and administration be authorized to complete cheques #29523 through #29528 as described in the attached cheque register report.

*CARRIED*

**#08-01-2020 R. Maguire – D. McDowell**

Whereas the following proposals have been received for the provision of animal (canine) control services for 2020/2021:

Paul Methner: Monthly Charges: \$995.00 (2020) \$1000.00 (2021)

NOW THEREFORE THAT the proposal of Paul Methner be accepted.

*CARRIED*

**#09-01-2020 D. McDowell – R. Maguire**

Whereas the following proposals have been received for the provision of cleaning various municipal buildings for 2020 through 2022:

Post Office / Bank: Cheryl O'Brien \$13,000.00 per year

Municipal Office, Library/Manitoulin Streams, Medical Clinic (sidewalks only):

Barry Foisy: \$ 31,900.00 per year

NOW THEREFORE THAT the proposals of Cheryl O'Brien and Barry Foisy be accepted.

*CARRIED*

**INFORMATION ITEMS:**

**#10-01-2020 D. McDowell – R. Maguire**

THAT we acknowledge receipt of the following correspondence items:

- a) Town of Tecumseh: 911 Misdials

*CARRIED*

**BY-LAWS:**

NONE

**CLOSED SESSION:**

**#11-01-2020 R. Maguire – H. Moggy**

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 5:15 pm in order to attend to a matter pertaining to:

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

*CARRIED*

**#12-01-2020 R. Maguire – H. Moggy**

THAT we adjourn from our closed session at 6:00 pm, accept the Minutes of the Closed Session of December 17<sup>th</sup>, 2019 and resume our Regular Meeting.

*CARRIED*

**CLOSING:**

**#13-01-2020 R. Maguire – H. Moggy**

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

*CARRIED*

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

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

8:00 p.m.

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

Manitoulin East Municipal Airport Commission Inc.  
Commission Meeting Minutes  
January 6th, 2020

RECEIVED  
JAN 07 2020

Present: G. Dobbs, J. Ferguson, B. Wood, B. Koehler,  
D. Williamson , and Dave Ham.

Meeting called to order at 7 PM by D. Ham  
Declaration of pecuniary interest- nil

**Motion 2020 01 01**

Moved by B. Koehler

Second by B. Wood

Resolved that the Commission approves the agenda for the meeting of January 6<sup>th</sup>  
2020

Carried

**Motion 2020 01 02**

Moved by B. Wood

Second by J. Ferguson

Resolved that the Commission approves the minutes of the meeting of December 2,  
2019

Carried.

**Motion 2020 01 03**

Moved by B. Koehler

Second by J. Ferguson

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

Carried

**Motion 2020 01 04**

Moved by B. Wood

Second by J. Ferguson

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

Carried

**Motion 2020 01 05**

Moved by B. Koehler

Second by B. Wood

Resolved that the Commission accept the M.O.L (Ministry of Labour) inspection  
report of December 11, 2019.

Carried

**Motion 2020 01 06**

Moved by J. Ferguson

Second by B. Wood

Resolved that the Commission meeting of January 6<sup>th</sup> does now adjourn at 7:25 PM.

Carried

Ministry of the Environment,  
Conservation and Parks

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

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

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

RECEIVED  
JAN 16 2020

January 16, 2020

Mr. Alton Hobbs, C.A.O.  
Municipality of Assiginack  
Box 238, Manitowaning, Ontario  
POP 1N0

Dear Mr. Hobbs:

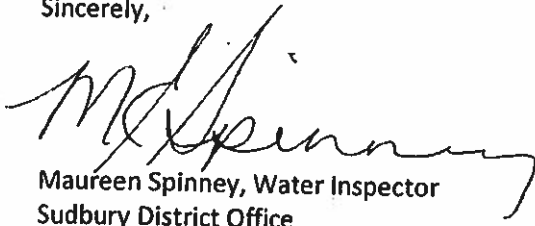
With regards to the September 18, 2019, Manitowaning Sewage System inspection, please find enclosed the resulting inspection report.

The sewage inspection report closely follows the format of a drinking water report with two main summary sections in the final pages including a Required Actions Section and a Best Practices Section. Please note the two items included as required actions require a response on or before February 28, 2020.

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

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

Sincerely,

  
Maureen Spinney, Water Inspector  
Sudbury District Office

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





**Ministry of the Environment, Conservation and Parks**

**WW MANITOWANING-ASSIGINACK LAGOON  
Inspection Report**

<b>Site Number:</b>	110001408
<b>Inspection Number:</b>	1-LOYKE
<b>Date of Inspection:</b>	Sep 18, 2019
<b>Inspected By:</b>	Maureen Spinney

---

## **Table of Contents**

---

### **Ministry of the Environment Inspection Report Table of Contents**

Owner Information	2
Inspection Details	2
Inspection Summary	5
Introduction	5
Authorizing/Control Documents	5
Capacity Assessment	5
Treatment Processes	6
Effluent Quality and Quantity	7
Monitoring Requirements	9
Reporting Requirements	9
Bypasses and Overflows	10
Biosolids Management	10
Certification and Training	10
Logbooks	11
Operations Manuals	11
Contingency/Emergency Planning	11
Other Inspection Findings	11
Non-Compliance with Regulatory Requirements and Actions Required	13
Summary of Recommendations and Best Practice Issues	14
Signatures	16
Appendix A: Stakeholder Appendix	
Appendix B: Certificate of Approval	

**OWNER INFORMATION:**

**Company Name:** ASSIGINACK, TOWNSHIP OF  
**Street Number:** 156 Suffix # B **Unit Identifier:**  
**Street Name:** ARTHUR ST  
**City:** MANITOWANING  
**Province:** ON **Postal Code:** P0P 1N0

**CONTACT INFORMATION**

<b>Type:</b>	Operating Authority	<b>Name:</b>	Sarah Beaulieu
<b>Phone:</b>	(705) 869-5578	<b>Fax:</b>	
<b>Email:</b>	sbeaulieu@ocwa.com		
<b>Title:</b>	OCWA Espanola, Process-Compliance Technician		
<b>Type:</b>	Operator	<b>Name:</b>	Larry Harasym
<b>Phone:</b>		<b>Fax:</b>	
<b>Email:</b>			
<b>Title:</b>	OCWA		
<b>Type:</b>	Other - Health Unit Contact	<b>Name:</b>	Burgess Hawkins
<b>Phone:</b>	(705) 522-9200	<b>Fax:</b>	(705) 677-9607
<b>Email:</b>	hawkinsb@sdhu.com		
<b>Title:</b>	Sudbury & District Health Unit, Manager-Health Protection Division		
<b>Type:</b>	Main Contact	<b>Name:</b>	Alton Hobbs
<b>Phone:</b>	(705) 859-3196	<b>Fax:</b>	
<b>Email:</b>	clerktreasurer@eastlink.ca		
<b>Title:</b>	Clerk/Administrator - Township of Assiginack		
<b>Type:</b>	Operating Authority	<b>Name:</b>	Keith Stringer
<b>Phone:</b>	(705) 869-5578	<b>Fax:</b>	(705) 869-4374
<b>Email:</b>	kstringer@ocwa.com		
<b>Title:</b>	OCWA Espanola, Operations Manager		
<b>Type:</b>	Operating Authority	<b>Name:</b>	Natalie Wagar
<b>Phone:</b>	(705) 869-5578	<b>Fax:</b>	
<b>Email:</b>	nwagar@ocwa.com		
<b>Title:</b>	OCWA Espanola, Process-Compliance Technician		

**INSPECTION DETAILS:**

**Site Name:** WW MANITOWANING-ASSIGINACK LAGOON  
**Site Address:**  
**County/District:** ASSIGINACK  
**MECP District/Area Office:** Sudbury District  
**Health Unit:** SUDBURY AND DISTRICT HEALTH UNIT  
**Conservation Authority:**

**MNR Office:**  
**Site Number:** 110001408  
**Inspection Type:** Announced  
**Inspection Number:** 1-LOYKE  
**Date of Inspection:** Sep 18, 2019  
**Date of Previous Inspection:** Jun 29, 2016

**COMPONENTS DESCRIPTION**

**Site (Name):** Manitowaning Lagoon  
**Type:** Plant Classification **Sub Type:** Class I  
**Comments:**  
 As per Certificate Number 530, dated December 9, 2008.

**Site (Name):** Manitowaning Lagoon  
**Type:** Lagoon Sewage Treatment System **Sub Type:** Aerated  
**Comments:**  
 The treatment comprises a two cell, 3.24 hectare waste stabilization pond located in parts of lots 41 and 42, Concession I, within the Township of Assiginack. In 2008, the lagoon was upgraded from a seasonally discharged lagoon to a continuous flow-through lagoon.

From the sewage lift station through the forcemain, raw sewage passes through a flow meter in a metering chamber, prior to entering Cell#2 of the lagoon. This cell is equipped with three baffle walls, complete with hangers, mooring cables and anchors, resulting in a serpentine flow pattern. Within the baffled section of the cell, there are nine mechanical aerators complete with floats(rafts), mooring cables, guy wires, electrical cables, anchors and accessories. The partially treated waste water is directed through a 1500 mm flow-through chamber the unbaffled portion of Cell #2 for settling. Ferric chloride is injected close to the point where raw sewage enters Cell #2, using a narrow flexible hoseline which runs along the anchor wire and out to aerator #3. Mixing occurs as the aerator creates turbulence.

The effluent from Cell #2 passes through the inter-cell connection between Cell #2 and Cell #1. There are no baffles or other mechanical equipment in Cell #1 and it is used wholly as a lagoon polishing cell. The discharge outfall chamber is equipped with flow measuring equipment.

There is also a control building situated on the lagoon site. The 2.4 m by 2.4 m structure is used to house all electrical controls, chemical (ferric) addition system and communications equipment to the existing SCADA system.

**Site (Name):** Manitowaning Lagoon  
**Type:** Lagoon Sewage Treatment System **Sub Type:** Chemical Addition  
**Comments:**  
 Ferric sulphate for phosphorus control is injected as part of the treatment processes. Ferric sulphate is injected close to the point where raw sewage enters Cell #2, using a narrow flexible hoseline which runs along the anchor wire and out to aerator #3. Mixing occurs as the aerator creates turbulence.

**Site (Name):** Manitowaning Bay, North Channel, Lake Huron  
**Type:** Effluent Discharge Receiver **Sub Type:** Surface Water  
**Comments:**  
 The 2.2 m by 2.5 m lagoon discharge outfall control chamber, located in Cell #1, is equipped with flow measuring equipment. From the chamber, the effluent flows through a discharge pipe approximately 1 km to the outfall to discharge into Manitowaning Bay. The discharge pipe extends 15 m into Manitowaning Bay, and exits through a bank

of diffuser (spray nozzles).

**Site (Name):** Manitowaning Lagoon  
**Type:** Effluent Discharge Frequency      **Sub Type:** Continuous

**Comments:**  
 In 2008, the lagoon was upgraded from a seasonal discharge lagoon to a continuous effluent discharging lagoon.

**Site (Name):** Manitowaning Lagoon - Collection System  
**Type:** Collection System Component      **Sub Type:** Pumping station

**Comments:**  
 The underground sewage pumping station is located on Bay Street, approximately 152 m north of Nelson Street. The pump station is equipped with two sewage pumps in the dry well, each rated at 27.19 L/s, along with isolation and check valves, ultrasonic level transducers, float switches, sampling port, forced air ventilation system and variable frequency drives (VFDs). A float switch in the chamber provides early warning.

The VFDs are located in the nearby water treatment plant along with the backup generator.

Raw sewage is pumped from the pump station to the lagoon via a 1.7 km forcemain.

A bypass overflow line is located at corner of Walcott and Bay Streets, providing protection for homes located at lower elevations.

**Site (Name):** Manitowaning Lagoon - Collection System  
**Type:** Sewage Collection System      **Sub Type:** Nominally Separated Sewers

**Comments:**  
 The nominally separated collection system directs all flow to the sewage pump station located on Bay Street. From the pump station, the sewage is directed to the lagoon via approximately 1.7 km of forcemain.

**INSPECTION SUMMARY:**

Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry policies and guidelines during the inspection period.

This wastewater treatment and collection system is subject to the legislative requirements of the Ontario Water Resources Act (OWRA) and the Environmental Protection Act (EPA) and regulations made therein. This inspection has been conducted pursuant to Section 15 of the OWRA and Section 156 of the EPA.

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

This inspection primarily evaluates data from July 2016 to August 31, 2019.

Authorizing/Control Documents

- The owner had a valid Environmental Compliance Approval for the sewage works.  
 Amended Environmental Compliance Approval 4826-9ALL3Q dated August 30, 2013, allows for changing flows from seasonal discharge to continuous flow-through lagoon.

Capacity Assessment

- The annual average daily flow was not approaching the rated capacity of the sewage works.
  - 2013: 332 m3/day represents 67%
  - 2014: 349 m3/day represents 71%
  - 2015: 329 m3/day represents 67%
  - 2016: 273 m3/day represents 55%
  - 2017: 330 m3/day represents 67%
  - 2018: 298 m3/day represents 60%
- The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity prescribed by the Environmental Compliance Approval.  
 The rated capacity of the sewage stabilization ponds is 495m3/day (average daily flow), as stipulated in Amended Environmental Compliance Approval 4826-9ALL3Q.
- Flow measuring devices were installed, calibrated and maintained in accordance with the requirements of the Environmental Compliance Approval.  
 Flow meters are required to measure flow of influent at metering chamber, effluent from Cell #1 and bypass at pumping station.

Influent:

Condition 9(6) of the ECA, requires influent be measured and recorded. This is achieved through recording flow meter readings every few days and then averaging daily flow.  
 The ECA requires a continuous flow measuring device to measure the flow rate of the raw sewage into the works with an accuracy to within +/- 15% of the actual flow rate, for the entire design range of the flow measuring device. The last inspection report (June 2016) identified verification/calibration of the meter as occurring on November 13, 2012. Calibration reports were provided for the flow meter calculating the raw sewage flow into the treatment

**Capacity Assessment**

system: June 21, 2017, April 30, 2018, April 9, 2019 (new meter).

**Effluent:**

Condition 9(6) of the ECA, requires effluent be estimated or measured and recorded. The operating authority currently measures effluent flow at the lagoon discharge chamber. Calibration report dated April 5, 2017, was provided for the V-notch weir which establishes flow rate of lagoon discharge. The ECA does not reference accuracy margins or calibration requirements.

**Required Changes:**

1. The ECA requires effluent monitoring during seasonal drawdown. "The owner shall measure or estimate and record the daily quantities of effluent from the Works during drawdown for seasonal discharge". The ECA must be altered to reflect current operations of continuous discharge, when the next amendments are made.
  2. Bypass flow meter must also be calibrated at a frequency identified by the manufacturer.
- **Flow rates were recorded at a frequency prescribed by the Environmental Compliance Approval.**

**Treatment Processes**

- **The owner had ensured that all equipment/components associated with the works was installed in accordance with the Environmental Compliance Approval.**

The ECA should be changed to reflect current equipment during the upcoming ECA renewal. ECA discrepancies:

1. The treatment system no longer uses alum as a coagulant but instead uses ferric sulphate.
2. From examining data and speaking to the operator it would appear that the switch over from alum injection using flash mixer occurred in 2013. The coagulant injection mechanism has changed from the equipment described in the ECA ("provision of a 1500mm diameter flow-through chamber in lagoon Cell#2, complete with an alum injection and flash mixer system, including all piping and accessories as necessary") to a system where ferric sulphate is injected close to the point where raw sewage enters Cell #2, using a narrow flexible hoseline which runs along the anchor wire and out to aerator #3. Mixing occurs as the aerator creates turbulence.
3. The ECA should also be altered to reflect the location of the bypass line and flow meter at the end of Walcot Street, which flows to Manitowaning Bay. The current reference to a "150mm by-pass line", does not include a location.

- **The works, related equipment and appurtenances were being operated and maintained to achieve compliance prescribed by the Environmental Compliance Approval.**

The following items were noted during the inspection:

-Area around the control building at lagoon site exhibits staining from years of ferric sulphate storage. Sixteen empty drums on site as well as 4 full drums.

-Aerators(9) are floating units on pontoons. Repairs are made as needed. In 2018, the lower units were rebuilt. Ongoing work and maintenance is required for autolubers which require grease every 9 months and are prone to the plastic degradation.

-Vegetation (duckweed) is thick in Cell #2 but only where aerators are not working. In an effort to save on associated electrical costs, the operating authority uses 4 pontoons instead of the 9 units included in the site design. Given Total Phosphorus exceedances, the operating authority should examine whether changing the number of operating aerators is directly (improper mixing of ferric) or indirectly (high levels of phosphorus in effluent) affecting lagoon treatment efficiencies.

**Treatment Processes**

-Discharge lagoon Cell #1 was mostly clear of surface vegetation.

-Ensuring manual start up of aerators after power outages is a situation that operators must be mindful of during power outages.

-It is unknown whether check valves in the forcemain at the lagoon site are in working order. Check valves would prevent back siphonage from the lagoon.

Please see Best Practices Section.

- **The operator-in-charge had ensured that all equipment used in the processes was monitored, maintained, inspected, tested and evaluated.**

OCWA has an electronic maintenance management system in place to monitor equipment associated with this sewage works. The system generates work orders on pre-set schedules based on manufacturer's specifications and/or other OCWA standard operating procedures, for equipment maintenance and operational checks.

Additionally, the operator indicated that the pumping station is checked at least once per week and the lagoons are usually checked three times per week.

- **The owner/operating authority was able to demonstrate that best efforts were used to achieve the objectives listed in the Environmental Compliance Approval conditions.**

Condition 6 (1) of the ECA states that the owner shall use best efforts to design, construct and operate the works with the objective that the concentrations of the following parameters do not exceed the specified concentration objectives in the effluent from the works:

CBOD5 - 25 mg/L

Total Suspended Solids - 30 mg/L

Total Phosphorus - 1.0 mg/L

Further, Condition 6 (2) of the ECA indicates that the owner shall use best efforts to:

- a) maintain the pH of the effluent within the range of 6.0 to 9.5 at all times;
- b) operate the works within the rated capacity; and,
- c) ensure that the effluent is essentially free of floating and settleable solids and does not contain oil or any other substance in amounts sufficient to create a visible film, sheen, foam or discoloration on the receiving waters.

Condition 6 (3) of the ECA states that a summary of the efforts made and the results achieved under this Condition shall be included in all reports submitted in accordance with Condition 10 of the ECA. This is accomplished.

PH measurements during 2016, 2017, 2018, 2019 indicate levels higher than 9.5 during months of May, June, July. Sampling of both cells matched with examining effects of fewer aeration units may provide better overall control.

- **The sewage works effluent was essentially free of foreign substances on the day of the inspection.**

**Effluent Quality and Quantity**

- **The sewage works effluent limits were prescribed by the Environmental Compliance Approval.**

Condition 7 (1) of the ECA states that the works shall be designed and maintained such that the concentrations of the following parameters are not exceeded in the effluent from the works:

CBOD5 - 30 mg/L (monthly average concentration)

Total Suspended Solids - 40 mg/L (monthly average concentration)



**Effluent Quality and Quantity**

Total Phosphorus - 1.0 mg/L (monthly average concentration).

- **The sewage works effluent sample results demonstrated compliance with BOD5 or CBOD5 limits prescribed by the Environmental Compliance Approval.**  
ECA requires compliance with CBOD5 - 30 mg/L (monthly average concentration).
- **The sewage works effluent sample results demonstrated compliance with total suspended solids limits prescribed by the Environmental Compliance Approval.**  
ECA requires compliance with stated limits of Total Suspended Solids - 40 mg/L (monthly average concentration).
- **The sewage works effluent sample results did not demonstrate compliance with total phosphorous limits prescribed by the Environmental Compliance Approval.**  
ECA requires compliance with stated limits of Total Phosphorus - 1.0 mg/L (monthly average concentration).  
Though the review period begins in 2016, data from 2013 forward has been included in this summary to provide scope. Non-compliance was noted as follows:  
2013: July - 1.08 mg/l, August - 1.34 mg/l, September - 1.15 mg/l, October - 1.28 mg/l, December - 1.06 mg/l  
2014: January - 1.63 mg/l, June - 2.32 mg/l, September - 1.35 mg/l, October - 1.28 mg/l,  
2015: July - 2.30 mg/l, August - 1.54 mg/l, September - 1.36 mg/l  
2016: August - 2.32mg/l, November - 1.08mg/l  
2017: August - 2.15mg/l  
2018: June - 1.58mg/l, November - 1.13mg/l  
2019: August - 1.72mg/l, September - 1.18mg/l

Operator is aware of the situation and is actively attempting to control TP levels by holding back cell contents in Cell#2 prior to discharge to Cell #1 and then to receiving water body.

It is noted that the following are influencing factors:

1. The system is a continuous discharge system though operator can hold back flow in the summer to allow for excess treatment. However a very small amount of discharge exits Cell #1, and is thus measured.
2. As discussed previously, the fewer aerators in use will affect treatment efficiencies and should be evaluated.
3. There have been problems with interruptions to power supply and the resulting requirement for manually starting up aeration system at the lagoon.
4. The town no longer allows disposal by septic haulers at the lagoon.

The operating authority is required to examine why Total Phosphorus limits are not being met and take steps to implement appropriate changes in treatment.

- **The sewage works effluent sample results did not meet the effluent objectives stated in the Environmental Compliance Approval.**

See above for a complete list of Effluent Objectives outlined in the ECA.

Effluent Objectives which were NOT met:

1. pH:

Condition 6 (2) of the ECA states that the owner shall use best efforts to maintain the pH of the effluent within the range of 6.0 to 9.5 at all times. Measurements during 2016, 2017, 2018, 2019 indicate pH levels higher than 9.5 during months of May, June, July. Contents sampling of both cells matched with examining effects of running fewer aeration units may provide better overall control.

2. Total Phosphorus

Condition 6 (1) of the ECA states that the owner shall use best efforts to design, construct and operate the works with the objective that concentration of Total Phosphorus does not exceed 1.0mg/l in the effluent from the works.

**Effluent Quality and Quantity**

Sampling results as outlined above indicate exceedance of this objective.

Please see Best Practices Section.

- **The inspector did not collect audit samples during the inspection.**

**Monitoring Requirements**

- **The sampling requirements were prescribed by the Environmental Compliance Approval.**
- **All sewage works effluent sampling requirements prescribed by the Environmental Compliance Approval were met.**

Condition 9 of the ECA prescribes the following samples to be collected at the following frequency:

Lagoon Effluent Monitoring:

CBOD5 - grab sample monthly

Total Suspended Solids - grab sample monthly

Total Phosphorus - grab sample twice per month

Total Nitrogen (Ammonia+Ammonium) - grab sample monthly

Total Kjeldahl Nitrogen (TKN) - grab sample monthly

Nitrate - grab sample monthly

Nitrite - grab sample monthly

E. Coli. - grab sample monthly.

- **All sewage works influent (raw sewage) sampling requirements prescribed by the Environmental Compliance Approval were met.**

Condition 9 of the ECA prescribes the following samples to be collected at the following frequency:

Raw Sewage Monitoring:

CBOD5 - grab sample monthly

Total Suspended Solids - grab sample monthly

Total Phosphorus - grab sample monthly

- **The owner had maintained the monitoring records for the period prescribed by the Environmental Compliance Approval.**

- **The owner had maintained the monitoring records since the date of the last inspection.**

- **All exceedances of any prescribed parameters were reported in accordance with the Environmental Compliance Approval.**

Reporting requirements are outlined in the ECA including Condition 10 which includes:

- Reporting of spills, bypasses or any other polluting substances within 10 working days of the occurrence.
- Preparing and reporting on performance of works, annually.

**Reporting Requirements**

- **The reporting requirements were prescribed by an Environmental Compliance Approval.**
- **The annual performance reports met the submission and contents requirements of the Environmental Compliance Approval.**

**Reporting Requirements**

- **The owner/operator maintained a logbook and/or records of all bypasses/overflows which occurred from any portion of the sewage works in accordance with the Environmental Compliance Approval.**  
Details of bypasses are included in the submitted incident reports and in the site logbook.

**Bypasses and Overflows**

- **Bypasses/overflows had occurred at the sewage works during the inspection period.**  
During the review period one bypass occurred March 23, 2019, when 1000 litres of sewage surcharged from affected manhole. The situation was reported to the Spills Action Centre. Sample was taken in accordance with ECA.
- **For all bypasses/overflows which occurred from the sewage treatment plant, samples were collected and analyzed in accordance with the Environmental Compliance Approval.**
- **Notices and written reports of all bypasses/overflows were provided to the Ministry in accordance with the Environmental Compliance Approval.**
- **All required verbal notifications of spills were provided forthwith as per O. Reg. 675/98 section 13.**
- **A process was in place for the monitoring and reporting of bypasses and overflows should they occur.**

**Biosolids Management**

- **The facility did not receive sludge or biosolids from another location.**  
Disposal from septic haulers was halted in 2016, in response to higher levels of Total Phosphorus in effluent.
- **The owner did not have a program for the routine removal of sludge from the lagoon system.**  
During the last inspection, sludge depth measurements were recommended. The operator indicates that measurements were performed and concluded that sludge removal was not required.  
  
Regular monitoring of sludge quantity should be scheduled. Also monitoring of sludge quality may assist in determining if biomass decay (Cell #1) in spring/summer is raising Total Phosphorus levels.
- **The owner of the facility did not have written contingency plans or other management methods in place to be used in the event that the facility's sludge storage capacity was not sufficient.**  
The operating authority should develop a plan for such a contingency.

**Certification and Training**

- **The classification certificates of the subsystems were conspicuously displayed at the workplace or at premises from which the subsystem was managed.**
- **Operator licences were displayed in a conspicuous location at the workplace or at the premises from which the subsystem was managed.**
- **The overall responsible operator had been designated for the wastewater treatment and collection works.**  
OCWA employs a number of operators out of the Espanola Hub office that are appropriately licenced to act as the overall responsible operator (ORO) for this sewage works. The ORO is identified in the logbook and is usually the

**Certification and Training**

- operator that is on-call for the week.
- **All operators had the appropriate level of licences for the wastewater treatment and collection works.**
  - **All operators have the appropriate level of training and or experience for the wastewater treatment and collection facilities in accordance with the requirements of the Environmental Compliance Approval.**
  - **Only licenced operators made adjustments to the treatment equipment.**
  - **Operators-in-charge were designated for the wastewater treatment plant and all associated collection works.**
  - **The operator-in-charge ensured that records were maintained of all adjustments made to the processes within his or her responsibility.**

**Logbooks**

- **The logs and other record keeping mechanisms complied with the record keeping requirements.**
- **Logs and other record keeping mechanisms were available for at least two (2) years.**

**Operations Manuals**

- **The operations and maintenance manuals met the requirements of the Environmental Compliance Approval.**
- **Operators and maintenance personnel had ready access to operations and maintenance manuals.**
- **The operations and maintenance manuals contained up-to-date plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.**

**Contingency/Emergency Planning**

- **A spill prevention control and countermeasures plan was established.**
- **For Lagoon Systems, the owner is conforming with the freeboard and berm conditions in the MECP Design Guidelines for Sewage Works.**  
Freeboard is greater than 3 feet and is operated to maintain levels appropriately.
- **Spill containment was not provided for the process chemicals and/or standby power generator fuel.**  
During the last inspection the lack of spill containment for outside storage of ferric sulphate near the lagoon control building was detailed. No action was taken. The continued lack of containment is evident in the rust coloured staining approximately 5 metres around the control building.
- **The owner had provided security measures for the facility.**  
Fencing with locked gate is in place.

**Other Inspection Findings**

- **The following issues were also noted during the inspection:**  
Please see Best Practices Section for a summary of issues already detailed in this report.
- **The following instances of non-compliance were also noted during the inspection:**  
Please see Required Actions Section.

**NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED**

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

**1. The sewage works effluent sample results did not demonstrate compliance with total phosphorous limits prescribed by the Environmental Compliance Approval.**

ECA requires compliance with stated limits of Total Phosphorus - 1.0 mg/L (monthly average concentration). Though the review period begins in 2016, data from 2013 forward has been included in this summary to provide scope. Non-compliance was noted as follows:

- 2013: July - 1.08 mg/l, August - 1.34 mg/l, September - 1.15 mg/l, October - 1.28 mg/l, December - 1.06 mg/l
- 2014: January - 1.63 mg/l, June - 2.32 mg/l, September - 1.35 mg/l, October - 1.28 mg/l,
- 2015: July - 2.30 mg/l, August - 1.54 mg/l, September - 1.36 mg/l
- 2016: August - 2.32mg/l, November - 1.08mg/l
- 2017: August - 2.15mg/l
- 2018: June - 1.58mg/l, November - 1.13mg/l
- 2019: August - 1.72mg/l, September - 1.18mg/l

Operator is aware of the situation and is actively attempting to control TP levels by holding back cell contents in Cell#2 prior to discharge to Cell #1 and then to receiving water body.

It is noted that the following are influencing factors:

1. The system is a continuous discharge system though operator can hold back flow in the summer to allow for excess treatment. However a very small amount of discharge exits Cell #1, and is thus measured.
2. As discussed previously, the fewer aerators in use will affect treatment efficiencies and should be evaluated.
3. There have been problems with interruptions to power supply and the resulting requirement for manually starting up aeration system at the lagoon.
4. The town no longer allows disposal by septic haulers at the lagoon.

**Action(s) Required:**

The operating authority is required to examine why Total Phosphorus limits are not being met and take steps to implement appropriate changes in treatment.

By February 28, 2020, the Municipality is required to provide written assurances to the undersigned, that the Manitowaning sewage treatment system will be reviewed by the operating authority and a written plan devised to optimize treatment, thus helping to ensure compliance with legislative requirements. This in accordance with Section 53 of the OWRA.

**2. The following instances of non-compliance were also noted during the inspection:**

During the last inspection the lack of spill containment for outside storage of ferric sulphate near the lagoon control building was detailed. No action was taken. The continued lack of containment is evident in the rust coloured staining approximately 5 metres around the control building.

**Action(s) Required:**

By February 28, 2020, the Municipality is required to provide to the undersigned, a written plan to safely control ferric sulphate use and storage at the Manitowaning sewage lagoon and provide spill containment as needed. This, in accordance with the Environmental Protection Act.

**SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES**

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

**1. The sewage works effluent sample results did not meet the effluent objectives stated in the Environmental Compliance Approval.**

Effluent Objectives which were NOT met:

**1. pH:**

Condition 6 (2) of the ECA states that the owner shall use best efforts to maintain the pH of the effluent within the range of 6.0 to 9.5 at all times. Measurements during 2016, 2017, 2018, 2019 indicate pH levels higher than 9.5 during months of May, June, July.

**2. Total Phosphorus**

Condition 6 (1) of the ECA states that the owner shall use best efforts to design, construct and operate the works with the objective that concentration of Total Phosphorus do not exceed 1.0mg/l in the effluent from the works. Sampling results as outlined above indicate exceedance of this objective.

**Recommendation:**

Regarding pH: Contents sampling of both cells matched with examining effects of running fewer aeration units may provide better overall control.

Regarding Total Phosphorus: Please see Required Actions Section.

**2. The owner did not have a program for the routine removal of sludge from the lagoon system.**

During the last inspection, sludge depth measurements were recommended. The operator indicates that measurements were performed and concluded that sludge removal was not required.

**Recommendation:**

Regular monitoring of sludge quantity should be scheduled. Also monitoring of sludge quality may assist in determining if biomass decay (Cell #1) in spring/summer is raising Total Phosphorus levels.

**3. The owner of the facility did not have written contingency plans or other management methods in place to be used in the event that the facility's sludge storage capacity was not sufficient.**

**Recommendation:**

The operating authority should develop a plan for such a contingency.

**4. Spill containment was not provided for the process chemicals and/or standby power generator fuel.**

**Recommendation:**

Please see Required Actions Section.

**5. The following issues were also noted during the inspection:**

**1. Required ECA changes:**

i - The treatment system no longer uses alum as a coagulant but instead uses ferric sulphate.

ii - The coagulant injection mechanism has changed from the equipment described in the ECA ("provision of a 1500mm diameter flow-through chamber in lagoon Cell#2, complete with an alum injection and flash mixer system, including all piping and accessories as necessary") to a system where ferric sulphate is injected close to the point where raw sewage enters Cell #2, using a narrow flexible hose line which runs along the anchor wire and out to aerator #3. Mixing occurs as the aerator creates turbulence.

iii - Location of the bypass line and flow meter at the end of Walcot Street, which flows to Manitowaning Bay. The current reference to a "150mm by-pass line", does not include a location.

iv - The ECA uses outdated references regarding effluent monitoring during seasonal drawdown. "The owner shall measure or estimate and record the daily quantities of effluent from the Works during drawdown for seasonal discharge".

2. Calibration of bypass flow meter.
3. Power loss for aerators.
4. Check valves in forcemain at lagoon site.
5. A low spot in elevation was noted between Cells 1 & 2.
6. On site vegetation control.

**Recommendation:**

1. The ECA should be changed to reflect current equipment during the upcoming ECA renewal.
2. Bypass flow meter should be calibrated in accordance with manufacturer specifications.
3. Operators need to ensure start up of aerators following power loss.
4. Municipality needs to ensure check valves in forcemain are in working order to protect from back siphonage.
5. Municipality should consider filling in low spot to help ensure stability of cells walls and to allow ease of access to entire site.
6. Municipality should periodically schedule mowing grass/hay and grubbing of berm walls to help ensure safe operations and stability of lagoon cell walls.



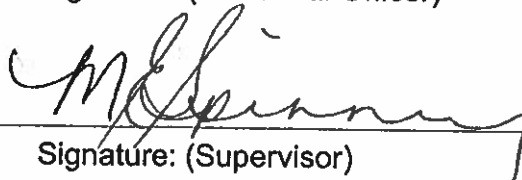
---

**SIGNATURES**

Inspected By:

Maureen Spinney

Signature: (Provincial Officer)

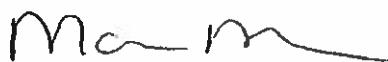


---

Reviewed & Approved By:

Marnie Managhan

Signature: (Supervisor)



Review & Approval Date:

Jan 15/20

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

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 0029557 0029589  
 Cheque Date First Last  
**Sorted By:** Cheque Number

Distribution Types Included: All

ChqNo:	Date:	Vendor:	Amount:
0029557	06/01/2020	ALLEN'S AUTOMOTIVE GROUP	\$89.41
InvNo: 345075	InvDesc: hydraulic hose #7	InvAmt: \$60.78	
InvNo: 753945	InvDesc: lib bldg-belt for snowblower	InvAmt: \$28.63	
0029558	06/01/2020	BEACON IMAGES	\$152.55
InvNo: 1609	InvDesc: arena-signage	InvAmt: \$152.55	
0029559	06/01/2020	CAMBRIAN TRUCK CENTRE INC.	\$9,000.20
InvNo: 631476	InvDesc: inspect/trans.repairs/brakes#2	InvAmt: \$9,000.20	
0029560	06/01/2020	TOWNSHIP OF CENTRAL MANITOULIN	\$750.00
InvNo: POUND 19-02	InvDesc: 2018/2019 pound fees	InvAmt: \$750.00	
0029561	06/01/2020	COMPUTREK	\$1,412.57
InvNo: 20198	InvDesc: sept offsite backup data stor	InvAmt: \$87.24	
InvNo: 20641	InvDesc: jan remote server mgmt	InvAmt: \$762.19	
InvNo: 20710	InvDesc: dec offsite back up storage	InvAmt: \$10.85	
InvNo: 20709	InvDesc: dec it reconc.	InvAmt: \$552.29	
0029562	06/01/2020	DEBORAH MACDONALD	\$275.00
InvNo: I-422794	InvDesc: eyeglasses (victoria)	InvAmt: \$275.00	
0029563	06/01/2020	DIAMOND SOFTWARE INC.	\$2,065.08
InvNo: 265304	InvDesc: gp upgrade training/proj mgmt	InvAmt: \$2,065.08	
0029564	06/01/2020	DWAYNE ELLIOTT	\$71.31
InvNo: DEC 2019	InvDesc: fd-xmas candy	InvAmt: \$71.31	
0029565	06/01/2020	FORT GARRY INDUSTRIES LTD	\$308.15
InvNo: F7683546	InvDesc: plow marker/wwash/blades	InvAmt: \$308.15	
0029566	06/01/2020	GERRY STRONG	\$307.70
InvNo: JAN 6 2020	InvDesc: bldg insp/plan mileage	InvAmt: \$307.70	
0029567	06/01/2020	HYDRO ONE NETWORKS INC.	\$12,086.93
InvNo: DEC 18 2019 LITES	InvDesc: street lites	InvAmt: \$599.07	
InvNo: DEC 23 2019 MTG WTP	InvDesc: mtg wtp	InvAmt: \$6,105.92	
InvNo: DEC 18 2019 INFO	InvDesc: info booth	InvAmt: \$30.86	
InvNo: DEC 18 2019 LIBRARY	InvDesc: library	InvAmt: \$486.18	
InvNo: DEC 18 2019 DOCKS	InvDesc: marina docks	InvAmt: \$29.70	
InvNo: DEC 18 2019 SS WTP	InvDesc: ss wtp	InvAmt: \$1,118.71	
InvNo: DEC 18 2019 SHOWERS	InvDesc: marina showerhouse	InvAmt: \$29.78	

The Township of Assiginack  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

InvNo:	DEC 18 2019 PO.BNK	InvDesc:	po/bank	InvAmt:	\$465.04
InvNo:	DEC 18 2019 ARENA	InvDesc:	arena	InvAmt:	\$1,101.38
InvNo:	DEC 18 2019 TENNIS	InvDesc:	tennis courts	InvAmt:	\$30.09
InvNo:	DEC 30 2019 LAGOON	InvDesc:	lagoon	InvAmt:	\$2,084.10
InvNo:	DEC 24 2019	InvDesc:	pw-microfit	InvAmt:	\$6.10

ChqNo:	Date:	Vendor:	Amount:		
0029568	06/01/2020	MANITOWANING MILL & HOME BUILDING CENTRE	\$291.41		
InvNo:	0175131	InvDesc:	office-vac.nozzle/ext.cord	InvAmt:	\$51.96
InvNo:	0175346	InvDesc:	lib.bldg-cleaners	InvAmt:	\$24.85
InvNo:	0175327	InvDesc:	lib bldg-cleaner	InvAmt:	\$6.77
InvNo:	0174819	InvDesc:	lib bldg-light	InvAmt:	\$67.79
InvNo:	0174817	InvDesc:	lib bldg-ballast	InvAmt:	\$40.67
InvNo:	0174753	InvDesc:	po-cleaning supp	InvAmt:	\$6.76
InvNo:	0174250	InvDesc:	arena-light bulbs	InvAmt:	\$35.01
InvNo:	0174075	InvDesc:	arena-lense fluor.wraparound	InvAmt:	\$41.79
InvNo:	0173781	InvDesc:	po-mophead/cleaner	InvAmt:	\$22.58

ChqNo:	Date:	Vendor:	Amount:		
0029569	06/01/2020	MANITOWANING FRESHMART	\$55.49		
InvNo:	00539663	InvDesc:	xmas potluck supplies	InvAmt:	\$9.58
InvNo:	00539681	InvDesc:	xmas potluck supplies	InvAmt:	\$15.07
InvNo:	00539701	InvDesc:	xmas potluck supplies	InvAmt:	\$11.28
InvNo:	00542062	InvDesc:	admin-tea/supplies	InvAmt:	\$15.57
InvNo:	00542281	InvDesc:	admin-water refill	InvAmt:	\$3.99

ChqNo:	Date:	Vendor:	Amount:		
0029570	06/01/2020	MESSER CANADA INC	\$120.97		
InvNo:	2101691483	InvDesc:	ferroline acetylene	InvAmt:	\$120.97

ChqNo:	Date:	Vendor:	Amount:		
0029571	06/01/2020	MINISTER OF FINANCE	\$22,754.00		
InvNo:	112312191322014	InvDesc:	november policing	InvAmt:	\$22,754.00

ChqNo:	Date:	Vendor:	Amount:		
0029572	06/01/2020	MINISTER OF FINANCE	\$1,405.00		
InvNo:	DEC 2019	InvDesc:	dec eht remittance	InvAmt:	\$1,405.00

ChqNo:	Date:	Vendor:	Amount:		
0029573	06/01/2020	NEW NORTH FUELS INC	\$2,039.72		
InvNo:	526959	InvDesc:	pw-diesel	InvAmt:	\$1,273.86
InvNo:	527452	InvDesc:	pw-diesel	InvAmt:	\$765.86

ChqNo:	Date:	Vendor:	Amount:		
0029574	06/01/2020	NORTH CHANNEL MARINE TOURISM COUNCIL INC.	\$600.00		
InvNo:	2020 MEMBERSHIP	InvDesc:	2020 membershp	InvAmt:	\$600.00

ChqNo:	Date:	Vendor:	Amount:		
0029575	06/01/2020	NORTHERN 911	\$298.12		
InvNo:	21216-01012020	InvDesc:	jan 911 dispatch	InvAmt:	\$298.12

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

ChqNo:	Date:	Vendor:	Amount:
0029576	06/01/2020	OMERS	\$8,662.16
InvNo: DEC 2019	InvDesc: dec omers remittance	InvAmt: \$8,662.16	
0029577	06/01/2020	ONTARIO CLEAN WATER AGENCY	\$6,684.72
InvNo: INV000119787	InvDesc: dec add'l services	InvAmt: \$6,684.72	
0029578	06/01/2020	ONTARIO RECREATION FACILITIES ASSOCIATION	\$180.80
InvNo: 26708	InvDesc: 2020 membership	InvAmt: \$180.80	
0029579	06/01/2020	PAUL METHNER	\$1,122.00
InvNo: #2019-12-31	InvDesc: dec animal control	InvAmt: \$1,122.00	
0029580	06/01/2020	PURULATOR COURIER	\$200.79
InvNo: 443394127	InvDesc: freight	InvAmt: \$200.79	
0029581	06/01/2020	RECEIVER GENERAL	\$19,382.69
InvNo: DEC 2019	InvDesc: dec source deductions	InvAmt: \$19,382.69	
0029582	06/01/2020	SUDBURY & DISTRICT HEALTH UNIT	\$3,091.00
InvNo: RC020034617	InvDesc: jan 2020 sdhu levy	InvAmt: \$3,091.00	
0029583	06/01/2020	SUPERIOR PROPANE INC.	\$891.97
InvNo: 27848695	InvDesc: po-propane	InvAmt: \$891.97	
0029584	06/01/2020	MANITOULIN TREE SERVICE	\$395.50
InvNo: 00362	InvDesc: tree removal (sunsite)	InvAmt: \$395.50	
0029585	06/01/2020	TERRY MOGGY	\$339.00
InvNo: 2019119	InvDesc: arena-lift rental	InvAmt: \$339.00	
0029586	06/01/2020	WHITE'S SHELL	\$408.00
InvNo: 1691	InvDesc: gas #8	InvAmt: \$125.00	
InvNo: 1630	InvDesc: gas #8	InvAmt: \$148.00	
InvNo: 1668	InvDesc: gas #8	InvAmt: \$135.00	
0029587	06/01/2020	WINDOWS UNLIMITED	\$8,881.10
InvNo: 885106	InvDesc: 2020-1st pyt rdside prks/grass	InvAmt: \$8,881.10	
0029588	06/01/2020	WORKPLACE SAFETY & INSURANCE BOARD	\$6,427.30
InvNo: DEC 2019	InvDesc: dec wsib remittance	InvAmt: \$6,432.32	
0029589	06/01/2020	XEROX CANADA LTD.	\$309.34
InvNo: J55157129	InvDesc: copier usage	InvAmt: \$309.34	

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

**Report Total:**

**\$111,059.98**

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0029552		06/01/2020	01/06COMB	118	COOPER, RONALD	OUTSTANDING	Cheque
0029553		06/01/2020	01/06COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0029554		06/01/2020	01/06COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0029555		06/01/2020	01/06COMB	133	BOND, FREDA	OUTSTANDING	Cheque
0029556		06/01/2020	01/06COMB	219	JONES, CHRISTIANNA	OUTSTANDING	Cheque
1998		06/01/2020	01/06COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
1999		06/01/2020	01/06COMB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
2000		06/01/2020	01/06COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
2001		06/01/2020	01/06COMB	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit
2002		06/01/2020	01/06COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
2003		06/01/2020	01/06COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
2004		06/01/2020	01/06COMB	218	MCDOWELL, DAVID	OUTSTANDING	Direct Deposit
2005		06/01/2020	01/06COMB	220	HAM, DAVID	OUTSTANDING	Direct Deposit
2006		06/01/2020	01/06COMB	221	MAGUIRE, ROBERT	OUTSTANDING	Direct Deposit
2007		06/01/2020	01/06COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
2008		06/01/2020	01/06COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
2009		06/01/2020	01/06COMB	329	OBRIEN, CHERYL	OUTSTANDING	Direct Deposit
2010		06/01/2020	01/06COMB	362	SAGLE, EDDY	OUTSTANDING	Direct Deposit
2011		06/01/2020	01/06COMB	364	BOND, KYLE	OUTSTANDING	Direct Deposit
2012		06/01/2020	01/06COMB	365	BOWERMAN, COLE	OUTSTANDING	Direct Deposit
2013		06/01/2020	01/06COMB	370	LENTIR, CRYSTAL	OUTSTANDING	Direct Deposit

Total : \$20,351.06

RECEIVED

JAN 07 2020



## Manitoulin Streams

---

25B Spragge St. Box 238  
Manitowaning, ON P0P 1N0  
Ph: (705) 859-1653  
Fax: (705) 859-3010  
streams@amtelecom.net  
www.manitoulinstreams.com

Jan 6, 2020

Assiginack Township  
P.O. Box 238  
156 Arthur Street  
Manitowaning, ON  
P0P 1N0

### **Re: Request for Funding Support for 2020 Stream Restoration Initiatives**

Dear Council,

Manitoulin Stream Improvement Associations Board of Directors would like to request a donation from the Assiginack Township for our 2020 stream restoration initiatives. Manitoulin Streams has enjoyed our long-standing relationship with Assiginack, through its in-kind and cash contributions over the years.

In the past the Township has generously donated office rental costs back to Manitoulin Streams, which has provided us with continuity in our efforts to revitalize the sport fishing industry and improve water quality. Your donations towards our program also help to prove that there is local support for our efforts, which in turn allows us to leverage funds from other funding sources. We are committed to contributing toward our community by providing stream tours and educational presentations to community members, tourist and school groups, participating in community events such as the farmers market, beach activity day, Norton's Creek Educational Centre, Manitowaning Summer Fest and Fall Fair, Manitoulin Deer Show, School Micro-Hatchery programming and providing economic stimulus to local businesses that can provide us materials and supplies for our restoration efforts.

If you have any suggestions or ideas for future projects that we could be involved in or know of any landowners that may be interested in stream rehabilitation work, please don't hesitate to contact us.

Thank you for your time and any contributions toward our efforts would be greatly appreciated!

Sincerely,

A handwritten signature in blue ink that reads "Seija Deschenes".

Seija Deschenes  
Project Coordinator

# THE CORPORATION OF THE TOWN OF DEEP RIVER



P.O. BOX 400 • 100 DEEP RIVER ROAD • DEEP RIVER, ONTARIO K0J 1P0  
Tel: (613) 584-2000 • www.deepriver.ca • Fax: (613) 584-3237

January 8, 2020

RECEIVED  
JAN 10 2020

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

**Subject: Premiers to Develop Nuclear Reactor Technology**

Dear Honourable Doug Ford,

Please be advised that at the Regular Meeting of Council held October 9<sup>th</sup>, 2019, Council for the Corporation of the Town of Deep River passed the following resolution:

**BE IT RESOLVED THAT** the CBC News report entitled "Group of premiers band together to develop nuclear reactor technology", be received, and

**WHEREAS** the Premiers of Ontario, Saskatchewan and New Brunswick have announced their intention to work together on the development of small modular reactors to help their provinces reduce carbon emissions and address the challenges of climate change;

**WHEREAS** Canada has demonstrated excellence and leadership in the nuclear industry on the world stage for more than 70 years;

**WHEREAS** the Canadian nuclear industry is one of the safest and most well-regulated energy sectors in the world under the oversight of the Canadian Nuclear Safety Commission;

**WHEREAS** the citizens of Ontario have enjoyed the benefits of safe, clean, low-carbon energy produced by Ontario's nuclear industry for over 50 years;

**WHEREAS** small modular reactors have the potential to provide municipalities, especially rural and northern municipalities, with an innovative technology that provides a safe, low-carbon alternative to meet energy demands; therefore,

**BE IT RESOLVED** the Town of Deep River write to the Premiers of Ontario, Saskatchewan and New Brunswick to express support for their decision to work together on the development of small modular reactor technology as a safe, low-carbon energy option;

**THAT** the Town of Deep River write to the Prime Minister of Canada, Minister of Natural Resources, and the remaining provincial premiers asking that they support investment in the research and development of small modular reactor technology as an innovative, safe, low-carbon energy option; and

**THAT** this resolution be circulated to all upper and lower-tier municipalities in Ontario, and the Federation of Canadian Municipalities, for their consideration.

**CARRIED**

Thank you and please contact the writer should you have any additional questions.  
Kindest regards,



Bethany McMahon, Administrative Assistant  
Town of Deep River

cc: Hon. Scott Moe, Premier of Saskatchewan  
Hon. Blaine Higgs, Premier of New Brunswick  
Hon. Stephen McNeil, Premier of Nova Scotia  
Hon. Brian Pallister, Premier of Manitoba  
Hon. John Horgan, British Columbia  
Hon. Dennis King, Premier of Prince Edward Island  
Hon. Jason Kenney, Premier of Alberta  
Hon. Dwight Ball, Premier of Newfoundland and Labrador  
Hon. Francois, Premier of Quebec  
Hon. Caroline Cochrane, Premier of Northwest Territories  
Hon. Sandy Silver, Premier of Yukon  
Hon. Joe Savikataaq, Premier of Nunavut  
Hon. Justin Trudeau, Premier of Canada  
Hon. Seamus O'Regan of Natural Resources  
Association of Municipalities of Ontario (AMO)  
Federation of Northern Ontario Municipalities (FONOM)  
All Upper and Lower Tier- Municipalities



RECEIVED  
JAN 10 2020

**From:** Julie Poirier Mensinga <janice@omafra.ccsend.com> on behalf of Julie Poirier Mensinga <julie.poiriermensinga@ontario.ca>  
**Sent:** January 9, 2020 5:11 PM  
**To:** clerktreasurer@eastlink.ca  
**Subject:** Algoma, Manitoulin, Sudbury West Ag News, January 2020 - Nouvelles agricoles à Algoma, Manitoulin, Sudbury ouest, janvier 2020

### Algoma, Manitoulin & West Sudbury

Ministry of Agriculture, Food and Rural Affairs



### January 2020

**Julie Poirier Mensinga**  
Agriculture Development Advisor  
Ministry of Agriculture, Food and Rural Affairs



Below is news for the ag industry in Algoma, Manitoulin, West Sudbury and Greater Sudbury. For more information contact the OMAFRA Northern Ontario Regional Office (NORO) at (705) 594-2312 or email: [noroaginfo@ontario.ca](mailto:noroaginfo@ontario.ca)

You can also contact me:  
705-471-3389 or  
[julie.poiriermensinga@ontario.ca](mailto:julie.poiriermensinga@ontario.ca)

Julie

### Upcoming Events

#### OMAFRA Dateline

OMAFRA Dateline is an online resource for use by interested individuals and organizations across Ontario. Events may be hosted by OMAFRA or other groups. The events posted on this site are aimed at sharing information of interest to agriculture and regional economic development clients. Please check the calendar regularly for upcoming events, workshops, conferences and meetings.

<http://www.omafra.gov.on.ca/english/rural/ed/r/events-training.htm>

#### Information Session: Introduction to Food Product Development Resources

January 16, 2020  
4pm to 5:30pm  
The Island Jar, 15 Water Street, Little Current

The presentation will include information on the Guide to Food and Beverage Manufacturing in Ontario, training opportunities, funding programs, business planning and more. A group discussion will follow on next steps. What would interest you moving forward?

#### Pre-register by phone or email:

Call: 705-594-2312  
Email: [noroaginfo@ontario.ca](mailto:noroaginfo@ontario.ca)

For more information contact Julie Poirier Mensinga at [julie.poiriermensinga@ontario.ca](mailto:julie.poiriermensinga@ontario.ca) or 705-471-3389.

Brought to you by Destination Manitoulin Island in partnership with the Ministry of Agriculture, Food and Rural Affairs and the Regional Business Centre.

#### ALGOMA MAPLE SYRUP PRODUCERS ASSOCIATION

Maple Day and Annual Meeting  
Royal Canadian Legion Hall  
Richards Landing, ON  
January 18, 2020  
Door open at 9:00 a.m.

1. Information Sessions begin at 9:30 a.m. There are sessions throughout the day concerning a variety of topics about the maple industry. (updates on research, available funding for maple producers, etc.) Registration for the info sessions is only \$6.00.
2. Lunch is available at a cost of \$18 which includes the info sessions.

Please RSVP for lunch before Jan. 15 by contacting:  
Sharon Stevens at 705-246-2264 or at [wesley\\_stevens@hotmail.com](mailto:wesley_stevens@hotmail.com)

·Develop an action plan to improve your profitability and success  
**ENVIRONMENTAL FARM PLAN WORKSHOP (EFP)**

**Improve the sustainability of your farm business**

·Identify potential environmental risks  
·Learn about legislation and Best Management Practices

· Develop an action plan  
**BIOSECURITY WORKSHOP**

**Protect your animal and plant health**

·Understand the benefits of an on-farm biosecurity program

·Identify current practices that could be putting your farm at risk

·Work with a vet or certified crop advisor to enhance biosecurity protocols on your farm

Azilda Feb 2 & Feb 9

Biosecurity Workshop  
Azilda Jan 30

Sign up for free at [ontariosoilcrop.org](http://ontariosoilcrop.org)  
For information, contact  
[cpeloquin@ontariosoilcrop.org](mailto:cpeloquin@ontariosoilcrop.org)

#### GROWER PESTICIDE SAFETY COURSES

The Ontario Pesticide Education Program supports Ontario farmers and pesticide vendors to achieve pesticide safety certification and training.

##### Certified Farmers

In Ontario, farmers must be certified to buy and use Class 2 or 3 pesticides on their farms or woodlots, or on the farms that they work on. To become certified, a farmer must complete the [Grower Pesticide Safety Course](#).

We offer courses in the north as follows:

Huntsville	Feb. 24
West Nipissing	Feb. 25
Azilda	Mar. 3
Little Current	Mar. 4
Desbarats	Mar. 7
Earlton	Mar. 26
West Nipissing	Mar. 30 (french)
Powassan	Mar. 31

To sign up, go to:

<https://www.oep.ca/courses/course-offerings/?category=G.Farmer>

## Funding Programs

### SNAPP Sustainable New Agri-Food Products & Productivity Program

Supports Northern Ontario agriculture and food producers, businesses, collaborations, communities and First Nations to create new products, enhance productivity and adopt clean technology to support improved environmental performance while fostering growth.

#### Funding:

Up to \$10,000 at 50% cost-share for individual applicants

Up to \$25,000 at 50% cost-share for collaborations of 3 or more

Intake 1: December 9, 2019 to February 28, 2020

Program guidelines and application form: <http://rainalgoma.ca/snapp/>

#### For more information:

Algoma/Manitoulin: Cathy Bouchard - [snapp@rainalgoma.ca](mailto:snapp@rainalgoma.ca) or 705-942-7927 Ext. 3135

Sudbury: NOFIA - [info@nofia-agri.com](mailto:info@nofia-agri.com) or (705)647-4782

### Canadian Agriculture Partnership Intakes:

Cost-share Funding for Farmers and Other Businesses (Plant Health)

Application intake: January 8 to January 29, 2020.

The Ontario Soil and Crop Improvement Association (OSCIA) administers cost-share funding to farmers and other businesses (plant health). Program details, including how to apply, program guides, and application forms can be found on the [OSCIA website](#).

#### Place to Grow: Agri-food Innovation Initiative

Application intake: January 6 to January 27, 2020.

The Place to Grow: Agri-Food Innovation Initiative provides cost-share funding opportunities to agriculture and food-value chain partners, which encourages greater collaboration to identify opportunities and address challenges in the sector.

The [Place to Grow Guide for Applicants](#) provides detailed program information around available funding and applicant requirements. Additionally, program inquiries can be directed to the Agriculture Information Contact Center at: 1-877-424-1300.

### Targeted Manufacturing Initiative for Northern Ontario – Productivity Improvements

FedNor is committed to supporting Northern Ontario's economy by encouraging businesses to become more innovative, productive and competitive. This program can help existing Northern Ontario manufacturers upgrade and improve capital equipment used in manufacturing processes, including information and communications technology, to improve their competitiveness and productivity.

Assistance is repayable for for-profit businesses and interest free, and non-repayable for not-for-profits.

For the guidelines visit: <http://fednor.gc.ca/eic/site/fednor-fednor.nsf/eng/fn04072.html>

### Advancing Northern Maple

The Advancing Northern Maple Program aims to expand the maple syrup sector by enabling producers to increase production, grow markets, adopt new technology and create innovative maple products.

Program assistance up to \$20,000 at 50% cost share towards the purchase of:

- Food processing equipment
- Building materials
- Production equipment
- Technology upgrades

In-take 1: Nov 18th 2019 – Feb 28th 2020

Pour plus d'informations:  
Manitoulin: Cathy Bouchard - [SNAPP@rainalgoma.ca](mailto:SNAPP@rainalgoma.ca) ou 705-942-7927, poste 3135  
Sudbury: NOFIA - [info@nofia-agri.com](mailto:info@nofia-agri.com) ou (705)647-4782

**Partenariat canadien de l'agriculture - réception des demandes:**

Financement à frais partagés à l'intention des agriculteurs et autres entreprises (spécialisées dans la protection des végétaux)

Période de réception des demandes: du 8 au 29 janvier 2020

L'information, y compris le matériel du programme, sera disponible à l'adresse suivante:  
<http://www.omafr.gov.on.ca/french/cap/index.htm>

L'Association pour l'amélioration des sols et des récoltes de l'Ontario (AASRO) gère le financement à frais partagés pour les agriculteurs et d'autres entreprises (spécialisées dans la production des végétaux). Les détails du programme, y compris la façon de postuler, les guides du programme et les formulaires de demande sont disponibles sur le site Web de l'AASRO.

En plein essor: initiative pour l'innovation agroalimentaire  
Période de réception des demandes: du 6 au 27 janvier 2020.

En plein essor : Initiative pour l'innovation agroalimentaire offre des occasions de financement à frais partagés aux partenaires agricoles et de la chaîne de valeur alimentaire, favorisant ainsi une plus grande collaboration afin de cerner des possibilités et d'aborder les enjeux dans le secteur.

Le [Guide sur les demandes](#) fournit des informations détaillées sur le programme concernant le financement disponible et les exigences. De plus, les demandes de renseignements sur le programme peuvent être adressées au Centre d'information agricole au: 1-877-424-1300.

**Initiative de fabrication ciblée du Nord de l'Ontario – Amélioration de la productivité**

FedNor s'engage à soutenir l'économie du Nord de l'Ontario en encourageant les entreprises à devenir plus innovantes, productives et compétitives. Ce programme peut aider les fabricants établis dans le Nord ontarien à mettre à niveau et à améliorer les d'équipement utilisés dans les processus de fabrication, y compris les technologies de l'information et des communications, afin d'accroître leur compétitivité et leur productivité.

L'aide est remboursable pour les entreprises à but lucratif, sans intérêt, et non remboursable pour les organisations à but non lucratif.

Pour les lignes directrices, visitez le site : <http://fednor.gc.ca/eic/site/fednor-fednor.nstl/frn04072.html>

**Faire avancer la production de sirop d'érable dans le nord**

Le programme "Advancing Northern Maple" vise à agrandir le secteur de production de sirop d'érable en permettant aux producteurs d'accroître leur production, de développer leurs marchés, d'adopter de nouvelles technologies et de créer des produits innovants à base d'érable.

Financement jusqu'à 20 000 \$ à 50% des coûts pour l'achat de:

Équipement pour transformation des aliments  
Matériaux de construction  
Équipement de production  
Avancement technologiques

Première acceptation de demande: 18 novembre 2019 - 28 février 2020

Pour plus d'informations:

David Thompson, coordonnateur du projet RAIN, [dthompson@ssmic.com](mailto:dthompson@ssmic.com), 705 942-7927, poste 3027,  
<http://rainalgoma.ca/maple/>

## Informations

**Sociétés d'aide au développement des collectivités (SADCs)** <https://cfontario.ca/fr>

Les SADC offrent un large éventail de programmes et de services à l'appui du développement économique communautaire et de l'essor des petites entreprises. Elles fournissent notamment les services suivants :

- planification communautaire et développement socioéconomique stratégiques;
- services d'information et de planification destinés aux entreprises;
- accès au capital pour les petites et moyennes entreprises et les entreprises à vocation sociale.

**AgMaps**

Site Web pour les cartes de sol et les données de sol couvrant Algoma, Manitoulin, et Sudbury.  
[https://www.qisapplication.lrc.gov.on.ca/AIA/index.html?viewer=AIA\\_AIA&locale=fr-CA](https://www.qisapplication.lrc.gov.on.ca/AIA/index.html?viewer=AIA_AIA&locale=fr-CA)

Abonnez-vous pour  
recevoir mes mises à  
jour ?



Julie Poirier Mensinga | 11790 Hwy 64, OMAFRA, Verner, Ontario P0H 2M0 Canada 7056481799

[Unsubscribe\\_clerktreasurer@eastlink.ca](mailto:Unsubscribe_clerktreasurer@eastlink.ca)

[Update Profile](#) | [About Constant Contact](#)

Sent by [julie.poiriermensinga@ontario.ca](mailto:julie.poiriermensinga@ontario.ca)

Alton Hobbs

---

**From:** Smith, Robert <robert.smith@msdsb.net>  
**Sent:** January 17, 2020 9:21 AM  
**To:** Admin Asst Tehk; clerk@gordonbarrieisland.ca; kmcdonald@billingstwp.ca; DWilliamson@townofnemi.on.ca; Alton Hobbs; burpeemills@vianet.ca; centralm@amtelecom.net; aclarke@gorebay.ca; 'Township of Tehkummah'; Bonnie Bailey  
**Cc:** Stewart, Donna  
**Subject:** RE: Community Safety and Wellness Plan  
**Attachments:** Manitoulin-Sudbury Terms of Reference.docx; community safety and wellness executive summary for manitoulin.docx; Community safety and Wellness Survey for Manitouslin Island .docx

Good morning all;

I hope everyone had an amazing holiday season.

Attached are three word documents for your consideration. The first are terms of Reference for the Community safety and Wellness Steering. Additionally, as there will likely be need for public input of priority items, I have developed a sample survey that is based upon surveys form 8 other plans from across the Province. If this survey is something the group wishes to developed, it could be formatted to be accessed from each of your community websites. Finally, I have developed a sample Executive Summary of a Plan, again based upon several sourced plans from across the Province. My thinking is that redevelopment from scratch is likely redundant. The Summary uses priority items that other jurisdictions used, but I redefined the outcomes to be more realistic for Manitouslin.

I am hoping that potentially we could set up a meeting the first half of February to discuss where we are today, and get a sense of next steps from the group. If that seems reasonable, I will send out something

**Robert Smith; AEMCA (CCP-F), BClinPrac(Paramedic), MEmergMgt.**

Chief, Paramedic Services  
Manitoulin-Sudbury DSB  
210 Mead Blvd  
Espanola, ON  
P5E 1R9  
Office: (705)862-7850 x 600  
Cellular: 705-665-1555  
Fax: (705)862-7805  
Email: [Robert.smith@msdsb.net](mailto:Robert.smith@msdsb.net)

---

**From:** Smith, Robert  
**Sent:** Friday, December 06, 2019 11:21 AM  
**To:** Admin Asst Tehk <tehkadmin@eastlink.ca>; clerk@gordonbarrieisland.ca; kmcdonald@billingstwp.ca; DWilliamson@townofnemi.on.ca; ahobbs@assignack.ca; burpeemills@vianet.ca; centralm@amtelecom.net; aclarke@gorebay.ca; 'Township of Tehkummah' <twptehk@amtelecom.net>; Bonnie Bailey <bbaileyburpeemills@gmail.com>  
**Cc:** Dominelli, Fern <fern.dominelli@msdsb.net>; Stewart, Donna <donna.stewart@msdsb.net>  
**Subject:** RE: Community Safety and Wellness Plan

Good Morning

As promised, I am attaching a DRAFT Terms of Reference document for the Community safety and Wellness group.

I have compiled a number of ToR documents from across the Province and captured specific pieces form each that rally were the best parts. I am hoping that this is a decent start and that everyone may comment so any changes could be made.

Specific points I have in these ToR include an assumption on my part that the First Nations communities will be engaged for this plan design, and also I set the voting members to include only the member municipalities and FN communities, the OPP, and 3 members at large (public). Some committees have fewer municipal members, but include school boards, public health, LHINS etc. as voting members. I think this is an option, but with 8 municipalities, and 6 FN communities, and the other members, the committee could become quite large.

Looking for your thoughts on this.

If I could get some feedback in the next week, I can prepare a final Draft for everyone.

rob

**Robert Smith; AEMCA (CCP-F), BClinPrac(Paramedic), MEmergMgt.**

Chief, Paramedic Services  
Manitoulin-Sudbury DSB  
210 Mead Blvd  
Espanola, ON  
P5E 1R9  
Office: (705)862-7850 x 600  
Cellular: 705-665-1555  
Fax: (705)862-7805  
Email: [Robert.smith@msdsb.net](mailto:Robert.smith@msdsb.net)

---

From: Smith, Robert

Sent: Wednesday, November 27, 2019 10:37 AM

To: Admin Asst Tehk <tehkadmin@eastlink.ca>; clerk@gordonbarrieisland.ca; kmcdonald@billingstwp.ca; DWilliamson@townofnemi.on.ca; ahobbs@assignack.ca; burpeemills@vianet.ca; centralm@amtelecom.net; aclarke@gorebay.ca; 'Township of Tehkummah' <twptehk@amtelecom.net>; Bonnie Bailey <bbaileyburpeemills@gmail.com>

Cc: Dominelli, Fern <fern.dominelli@msdsb.net>; Stewart, Donna <donna.stewart@msdsb.net>

Subject: RE: Community Safety and Wellness Plan

Good morning;

I wanted to reach out and confirm that, following the MMA presentation, I have received confirmation from each municipal member, save Cockburn Island, that there is a desire to develop a single Community safety and Wellness Plan for the entire of Manitoulin Island. I think that this is a great opportunity, and I have reached out to the Ministry of the Solicitor General to obtain some documents that will help this process along.

I have also reached out to Halton region and some other municipalities who are farther along in their design to gather template Terms of Reference for the planning group. I can prepare an example ToR and share that over the next week or so.

I know that there has been some keen interest in launching the Community safety and Wellness project, and the DSB certainly share that enthusiasm. As we prepare for this journey, I am hoping that each municipality would have a point person who could be work with us on planning. I am not suggesting that there will be immediate workload, but it would be most helpful to have a group distribution list for emailing as we start this process.

Thank you again for your strong encouragement.

rob

**Robert Smith;** AEMCA (CCP-F), BClinPrac(Paramedic), MEmergMgt.

Chief, Paramedic Services

Manitoulin-Sudbury DSB

210 Mead Blvd

Espanola, ON

P5E 1R9

Office: (705)862-7850 x 600

Cellular: 705-665-1555

Fax: (705)862-7805

Email: [Robert.smith@msdsb.net](mailto:Robert.smith@msdsb.net)

---

From: Admin Asst Tehk <tehkadmin@eastlink.ca>

Sent: Tuesday, October 15, 2019 12:02 PM

To: Smith, Robert <robert.smith@msdsb.net>

Cc: Dominelli, Fern <fern.dominelli@msdsb.net>; clerk@gordonbarrieisland.ca; kmcdonald@billingstwp.ca; DWilliamson@townofnemi.on.ca; ahobbs@assignack.ca; centralm@amtelecom.net; aclarke@gorebay.ca; burpeemills@vianet.ca; 'Township of Tehkummah' <twptehk@amtelecom.net>

Subject: RE: Community Safety and Wellness Plan

Good morning, Robert.

Council for the Township of Tehkummah passed the following Motion at its meeting held on October 8, 2019:

**MOTION: 2019-294**

**Moved by: Eric Russell**

**Seconded by: Mike McKenzie**

**WHEREAS** the Police Services Act requires municipalities to adopt a Community Safety and Well-Being Plan to be completed by January 1, 2021,

**BE IT RESOLVED** that Council directs staff to contact Robert Smith, Chief of Paramedic Services with the Manitoulin / Sudbury District Services Board to inquire about the opportunity to be included in the creation of an island wide plan.

**CARRIED**

Please advise as to how this will proceed or if there are any next steps we need to take at this time.

Thanks

Barbara Grigg

Deputy Clerk/Administrator

Township of Tehkummah

705-859-3293

---

From: Carrie Lewis, CMO [<mailto:clerk@gordonbarrieisland.ca>]

Sent: September-16-19 9:16 AM

To: kmcdonald@billingstwp.ca; 'Dave Williamson' <DWilliamson@townofnemi.on.ca>; Alton Hobbs <ahobbs@assignack.ca>; twptehk@amtelecom.net; Ruth Frawley <centralm@amtelecom.net>; Annette Clark <aclarke@gorebay.ca>; Burpee and Mills <burpeemills@vianet.ca>

Cc: robert.smith@msdsb.net; 'Dominelli, Fern' <fern.dominelli@msdsb.net>

Subject: Re: Community Safety and Wellness Plan

We have discussed this briefly at the Council level, and Council are in favour of the island wide plan as well.

Carrie

Municipality of Gordon/Barrie Island  
Carrie Lewis, CMO  
CAO/Clerk-Treasurer  
29 Noble Sideroad  
PO Box 680  
Gore Bay, ON POP 1H0  
Tel. 705-282-2702  
Fax 705-282-2722  
[clerk@gordonbarrieisland.ca](mailto:clerk@gordonbarrieisland.ca)  
[www.gordonbarrieisland.ca](http://www.gordonbarrieisland.ca)

**From:** [kmcdonald@billingstwo.ca](mailto:kmcdonald@billingstwo.ca)  
**Sent:** Friday, September 13, 2019 9:18 AM  
**To:** 'Dave Williamson'; Alton Hobbs; [twotehk@amtelecom.net](mailto:twotehk@amtelecom.net); Ruth Frawley; Annette Clark; CMO Carrie Lewis; Burpee and Mills  
**Cc:** [robert.smith@msdsb.net](mailto:robert.smith@msdsb.net); 'Dominelli, Fern'  
**Subject:** Community Safety and Wellness Plan

Good Morning:

Congratulations everyone on making through another week working in the municipal sector.

At the June 19, 2019 MMA meeting Fern Dominelli and Robert Smith, Chief of Paramedic Services, with the Manitoulin-Sudbury District Services Board made a presentation regarding the Community Safety and Wellness Plan which municipalities will be required to complete by January 1, 2021.

Robert Smith offered to lead a team of representatives from the municipalities in creating an island wide plan. I think that this is an excellent opportunity for municipalities.

On July 2, 2019 the Council of the Township of Billings passed the following resolution:

*WHEREAS the Police Services Act requires municipalities to adopt community safety and well-being plans working in partnership with a multi-sectoral advisory committee comprised of representation from the police service board and other local service providers in health/mental health, education, community/social services and children/youth services;*

*BE IT RESOLVED THAT Council agrees to participate in the development of a Manitoulin-wide Community Safety and Wellness Plan and appoints Kathy McDonald as representative for the advisory committee.*

Everyone present at the meeting received a key drive containing the presentation that was made to MMA.

Have other island municipalities discussed this at Committee or Council level, and if so, what were the results of the discussion?

Have a great weekend.

Kathy

Kathy McDonald  
CAO/Clerk, Deputy Treasurer  
Township of Billings  
15 Old Mill Rd. Box 34  
Kagawong, ON POP 1J0  
705 282 2611 ext 223



Virus-free. [www.avg.com](http://www.avg.com)

Please be careful clicking on links. If you are suspicious do not click... Contact IT support.

Total Control Panel

[Login](#)

To: [ahobbs@assletrack.ca](mailto:ahobbs@assletrack.ca)  
From: [robert.smith@msdsb.net](mailto:robert.smith@msdsb.net)

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

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

**Manitoulin Municipal Association Community Safety  
Planning Committee**

**Terms of Reference**

DRAFT

## **Overview**

The Communities of Manitoulin Island have initiated a program to develop a single Community Safety and Well-Being Plan as required by the new legislative amendments to the Police Services Act. This will be undertaken in a collaborative manner with the Ontario Provincial Police, a Steering Committee representing participating municipalities, community partners and members of the public. The Chief of Paramedic Services for Manitoulin-Sudbury DSB will assist staff in moving this initiative forward to meet the legislated deadline of January 1, 2021.

## **Role**

The Manitoulin Municipal Community Safety Planning Committee (MCSPC) reports to the Manitoulin Municipal association, each of the member Municipal Councils, and the member First Nations Community Councils, through a defined Committee of each Council. While it is the legislative mandate of each Municipal Council to make the final decision on all matters that affect that municipality, the role of the Public Safety and Wellness Planning Committee is to provide recommendations, advice and information to Councils on related specialized matters, and to facilitate public input to Councils on programs and ideas intended to assist in enhancing the quality of life of the community members.

The advisory role includes facilitation of awareness through the identification of emerging and existing issues, provision of advice, and stimulation of strategic and tactical action plans in order to facilitate the mitigation of community safety related matters across Manitoulin island, through prevention and reduction.

The MCSPC will collaborate to ensure municipal government, police services, community-based organizations and other sector representatives work collaboratively to find solutions for issues related to health and well-being, crime, victimization and community safety. Planning committee focus will include identified local priority risk factors, and shall be evidence-based with measurable performance outcomes.

The Planning Committee recognizes its role as a partner working to create a safer community for all. To ensure an integrated approach and streamline operations, the Planning Committee's efforts shall complement efforts in place by partner agencies to ensure collaboration in areas of social factors that contribute to crime, victimization, addiction, drug overdose and suicide.

## **Scope**



Within the responsibilities and direct control of each municipality and Plan members, the following focus areas shall be explored with the objective of identifying and/or developing evidence based immediate, intermediate, and long-term outcomes:

- Health and Mental Wellness System Design and Delivery
- Substance Abuse Recognition, Mitigation and Education
- Road Safety
- Crime Prevention Through Environmental Design
- Social Development for Upstream Crime Prevention
- Public Education and Awareness
- Resource and Service Accessibility

Success will be achieved through specific activities listed below.

### **Raising Awareness**

Identify Manitoulin District specific priority community safety issues through evidence based information and community input;

Evaluate both the reactive and proactive strategic opportunities through multiple lenses with a focus to improve community safety;

Identify system opportunities and gaps in a manner intended to ensure all segments of the population are considered;

Encourage and promote awareness of community safety issues and initiatives; and,

Promote public awareness regarding legislation and policies relating to the Committee's mandate.

### **Advocacy**

Promote partnerships to encourage an integrated approach to solving local issues with an emphasis on high risk conditions; and

Advocate through Municipal and Community Councils to other legislative bodies for necessary community safety legislation and policies.

### **Stimulate Action**

Liaise with other levels of government and community safety partners to effectively use resources and share information relating to community safety; and

Work with assigned municipal and community staff to meet the mandate of the Committee by developing an achievable annual work plan including communications and alignment within any approved budget(s); and

Initiate and facilitate working groups as may be necessary to assist in the development, encouragement and promotion of community safety initiatives.

**Composition:**

The Manitoulin Municipal Community Safety Planning Committee will be comprised of no less than one (1) representative from each member community and no more than 18 voting members including, but not limited to:

- One (1) Member of the Planning Committee serving as the Chair, with one (1) alternate Chair
- A minimum of four (3) citizen representatives, capturing the geographic and unique social makeup of Manitoulin Island.
- One (1) representative from the Ontario Provincial Police

The Planning Committee will engage mandatory non-voting resources that will serve in an advisory and support capacity and shall include the following:

- One (1) representative from area Fire Services
- One (1) representative from Canadian Mental Health Association
- One (1) representative from Manitoulin Health Centres.
- One (1) representative from Manitoulin-Sudbury DSB Paramedic Services
- One (1) representative from Manitoulin-Sudbury DSB
- One (1) School Board representative, capturing the various School Boards
- One (1) representative from Sudbury and District's Public Health Unit
- One (1) representative from the Northeast LHIN, or the representative OHT

Member municipalities shall assist in the provision of meeting management support and communications activities.

The Planning Committee will also engage additional non-voting resources that will serve solely in an advisory capacity.

Seniors advocacy groups.

Representatives of the Long term care facilities within the geography

Youth representation

Community groups submitting a desire to engage on a variety, or individual topics.

**Committee Design/Authority**

Manitoulin Municipal Association Community Safety Planning Committee has been established by Councils Resolution listed herein

(Listing of Council Resolution Numbers)

### **Committee Meetings**

Meetings will be held quarterly, or at the call of the Chair in consultation with staff liaisons, and scheduled by the Chair or designate. Length of meetings will vary depending on the agenda, but shall be minimally 3 hours.

### **Reporting Structure**

The Planning Committee reports directly to the Manitoulin Municipal Association, and any other Municipal or Community Council deemed necessary.

### **Support**

Meeting support, and citizen appointments for the Committee will be supported by member municipalities, in accordance with existing Council Procedure Bylaw pertaining to Citizen-based Planning Committee Procedure. Subject matter expertise for the Planning Committee will be provided by designated persons as related to topics of concern in a manner to assist with Planning Committee objectives. The Manitoulin-Sudbury DSB Paramedic Chief will assist in the facilitation of the Community Safety and Wellness Plan design and development as deemed necessary by the Planning Committee.

### **Planning Committee Reporting**

The Community safety and Planning Committee shall prepare and submit to all member agencies reports as follows;

Pertaining to Legislation proposed by any tier of government

Immediate, intermediate and long-term expenditure plans, and implementation efficacy;

Annual analysis of the initiative success measures as compared with identified objectives

### **Term of Office**

Appointments to the Planning Committee will be concurrent with the term of Council, ending November 14, 2022, or until successors are appointed.

**Current Members (2020-2022 term)**

DRAFT

1. What is your Postal Code?

Free text field

2. What community do you live in?

Assignack  
Billings  
Burpee and Mills  
Central Manitoulin  
Cockburn Island  
Dawson  
Gordon/Barrie Island  
Gore Bay  
Northeastern Manitoulin and the Islands  
Robinson  
Tehkummah  
Gore Bay  
Aundeck Omni Kaning  
Birch Island  
M'Chigeeng  
Sheguiandah  
Sheshewaning  
Wiikwemkoong  
Zhibaaasing  
Whitefish Falls

3. Select the one that best applies to you

I work in this community  
I live in this community  
I both work and live in this community

4. What option best represents your situation?

Business owner  
Employee of private company  
Volunteer or not for profit employee  
Health care sector employee  
Education sector employee  
Government employee  
Retired person  
Student  
I have faced lived experience challenges such as poverty, injustice or abuse

5. What does community safety and well-being mean to you?

Free Text Answer (limit characters)

6. Overall what do you feel are the 5 most important community safety and well-being priorities in your community?

Access to services

Access to health care

Accessibility for persons with disabilities

Affordable Housing

Age Friendly initiatives

Aging in Place

Community belonging

Coordination between services in the Community

Crime prevention

Food security

Healthy childhood development

Homophobia

Housing and homelessness

Human trafficking

Injury prevention

Intimate partner violence

Mental Health Services

Opportunities for employment and employment skills development

Personal and overall community security and safety

Poverty and income

Racism

Substance misuse/addictions

Support for youth that are vulnerable/at-risk

Traffic safety

Other (free text limited characters)

7. In your opinion, what ideas should be included in a Community Safety and Well-Being Plan to enhance safety and well-being in your community?

8. Please select the age group that best describes you?

16-17

18-29

30-39

40-49

50-59

60-69

70-79

80+  
Prefer not to answer

9. Please indicate your level of income in 2018

\$0  
Under \$10,000  
\$10,000-\$24,999  
\$25,000-\$49,999  
\$50,000-\$74,999  
\$75,000-\$99,999  
\$100,000-\$149,999  
\$150,000+  
Prefer not to answer

10. Other Comments

Notice of Collection: Personal information is collected on this form under the legal authority of the Municipal Act, 2001, S.O. 2001, Chapter 25, s.227 (b) & (c). It is being collected by the Community Safety and Well-being Committee to obtain demographic information associated with responses to this survey and to develop initiatives to enhance community safety and well-being.

## **EXECUTIVE SUMMARY**

The process to develop a collaborative Community Plan for Safety and Well-being for the communities of Manitoulin Island was initiated in fall 2019 with a presentation to the Municipal Association.

Following the adoption of Terms of Reference for this program, A Steering Committee was developed, with representation from the OPP and First Nations Police Services, municipal government sectors, Indigenous community leadership, local health care and mental health care, District Social Services, School Boards, community senior and youth sectors.

Community consultations were initiated to examine existing service assets and system gaps, with a desire to develop both mitigation and enhancement strategies; the ultimate goal being the publication of a rounded Community Safety and Wellbeing Plan for citizens of Manitoulin Island. The plan's development utilized existing frameworks established by the Ministry of the Solicitor General, to ensure a system consistent with legislation.

The consolidation process included the following processes:

- Community Surveys
- Partner Agency Feedback
- Situation Table Recommendations
- Focus Group Recommendations
- Statistical Analysis
- Public Meetings

The efforts put forth by each of the partnering members lead to the identification of XX priority risk areas. These priority risk areas are listed below in no particular order of importance.

- Mental Health
- Substance Abuse
- Poverty
- Housing
- Health Care
- Indigenous considerations and culture and diversity.
- Domestic violence and sexual assault
- Youth Services
- Seniors
- Justice



Each Priority Risk Area was then stratified to capture sub-categorized tactical challenges. Each challenge was layered with mitigation strategies that could be focused under social programming, prevention, risk intervention and emergency response.

Outcomes for each of these priority risk areas were established. The anticipated outcomes are listed below:

## **OUTCOMES**

### **Mental Health**

- Increased public and partner education, awareness and existing service provision in order to reduce wait times and off-hours service availability.
- Clarify pathways of care, to support families with children who have mental illness.
- Promote the earlier intervention for mental health crisis through integration of mental health specialists into both emergency response and primary health care.
- Advocate for appropriate funding for identified areas of mental health growth.
- Increase awareness, and promote design and delivery of resiliency programs both in community and in partnership with school boards.
- Increase capacity for early intervention related to hoarding and other at-risk behaviours.

### **Substance Abuse**

- Increase public awareness of existing substance abuse programs.
- Establish decentralized community access to withdrawal management services across the communities.
- Increased public education around cannabis products/consumption.
- Adopt education programs related to accessing emergency services (9-1-1)
- Expand drug treatment within the justice system.
- Expand public naloxone availability/awareness.
- Complete an addiction inventory for youth within schools and community.
- Increase in specialized services for addictions that are locally accessible.
- Continue to evolve the process of situation table referrals allowing access to wraparound services.
- Support the development of community plans for opioid crisis response.

### **Poverty**

- Establish and evolve services currently or potentially available to low-income and at risk persons, ensuring greater collaboration between partners.
- Increase educational opportunities to promote the preparation and growing of food.
- Advocate for specific funding sources that address concerns in the rural and

indigenous communities.

- Enhanced advocacy for citizens requiring improved education, through a consistent provision of services.
- Advocate for necessary changes to social assistance design.
- Advocate for the development and funding of food banks.
- Develop and support programs designed to transition people out of poverty.
- Establish more affordable/supportive housing opportunities for socioeconomically disadvantaged persons.

### **Housing**

- Reduced rates of homelessness through collaboration by working with both the public and private sectors.
- Access affordable housing for vulnerable populations.
- Identify the inventory, and promote access to emergency supports and housing for people in critical need.
- Engage with landlords to ensure safe housing, and education surrounding cultural norms.
- Develop early intervention strategies to reduce chronic homelessness.
- Identify vulnerable neighbourhoods and complete a service inventory to improve wraparound supports.

### **Health Care**

- Decentralize access to services and supports, and earlier intervention programs.
- Enhance system support for individuals with developmental disabilities in crisis situations.
- Identify gaps with, and increase access to existing programs to reduce social isolation.
- Improve access to LTC services for seniors and those not yet 65.
- Advocate for connectivity across every community
- Increased access to Public Health Services across the communities.
- Leverage of 211 system to enhance access to social programs.
- Advocate for funding related to transportation related to regionalized health care in Northern Ontario.
- Establish health education programs within schools to deliver emergency training to students.

### **Indigenous Health and Wellbeing and Cultural Diversity**

- Establish educational program to increase the understanding of shared history between Indigenous people and those who came after.
- Establish a strategy and tactical plan to implement Truth and Reconciliation Calls to Action, and the related protocols as guided by the 10 principles of reconciliation.
- Develop and enhance awareness and promotion of supports for Indigenous services.

- Increase anti-oppression/anti-racism, stigma/discrimination/anti-bullying activities with agencies and community.
- Increased awareness of services available for new Canadians.
- Increased awareness and enhancements for gender and sexual diversity supports.
- Increased awareness of French language service availability.

### **Domestic Violence and Sexual Assault**

- Create, promote and deliver healthy relationship curriculum across the school boards
- Increase awareness of existing programs within the justice system, related to domestic violence victims, and identify gaps in order to improve outcomes.
- Increase awareness of early indicators of domestic violence.
- Earlier referrals to supports for victims of domestic violence.
- Promote existing partner-assault and anger management programs to increase self-referrals by offenders or potential offenders.
- Strategically design process to become a trauma-informed community.
- Increase awareness of male sexual victimization to reduce stigma.

### **Youth Services**

- Increase access to addiction services, mental health supports related to gender identity for youth, supports/respite for families with high-needs children.
- Establish programs for pregnant teens, programs for life skills/employment readiness and needs, and support for victims of bullying and other types of violence/exploitation, including availability of emergency safe housing.
- Increase collaboration, planning and funding related to youth for earlier crisis intervention.
- Increase child advocacy through child protection initiatives.
- Alter operational times to keep schools open as community hubs.
- Early identification of parenting support needs through existing or new programs.
- Improve the sustainability and efficiencies for youth centres.

### **Seniors**

- Advocate for funding to address both community and primary health care challenges, including affordable assisted living and long-term care beds.
- Enhance education and promotion of programs designed to mitigate the impact of social isolation for seniors.
- Identify and set out tactical programs to address caregiver support and elder abuse prevention.
- Enhance Community Paramedicine wellness programs, post discharge home visits, and early interventions for vulnerable seniors.

## **Justice Programs**

- Develop and mandate education programs to assist male offenders who are victims of sexual assault or domestic violence.
- Develop and endorse alternative justice modeling for indigenous offenders.
- Improve discharge planning capacity/support for Probation Officers to improve health indices/outcomes.
- Develop a child advocacy centre.
- Improve the justice system experience, education/support for victims of domestic violence.
- Establish support for youth victimized by gang activity.
- Establish system design and support for victims of human trafficking.
- Improve system of bail supervision.
- Improved awareness of and/or access to appropriate housing for youth released from custody.

The Community Safety and Wellness Plan is a living document that acts to guide communities, stakeholders and citizens for the management of identified risks. Steering committee members will meet at established intervals in order to assess strategic evolution and tactical results, and to provide update reports to all partners.

The efforts put forward by Steering Committee Members, partner agencies, community members and municipal and first nations communities must be acknowledged.