

TO: ALTON HOBBS AND ASSIGINACK COUNCIL

RECEIVED

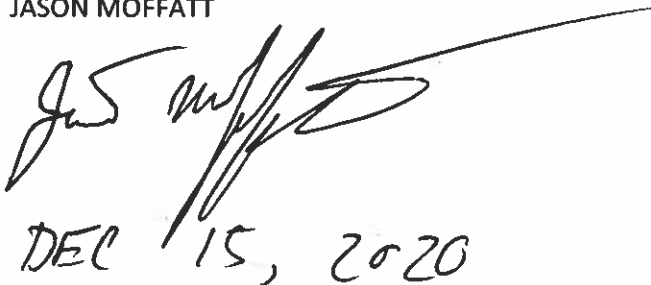
DEC 15 2020

I HAVE BEEN KEEPING THE ROAD TO SUCKER LAKE OPEN IN THE WINTER AT MY OWN EXPENSE FOR OVER 20 YEARS, THE OWNERS OF THE ISLANDS AND LAND-LOCKED PROPERTIES HAVE ALL EXPRESSED THE DESIRE FOR YEAR ROUND ACCESS TO THE LAKE. MY HEALTH IS PREVENTING ME FROM PERFORMING THIS TASK ANYMORE WHICH MEANS THAT THE PROPERTY OWNERS OF SUCKER LAKE ARE FORCED TO PARK ON THE MAIN PLOUGHED ROAD BLOCKING THE SNOW PLOUGH. SUCKER LAKE IS A POPULAR SPOT FOR PEOPLE SEEKING WINTER ACTIVITIES SUCH AS FISHING AND CROSS COUNTRY SKIING AND ON MANY OCCASSIONS THE ROAD HAS BEEN BLOCKED WITH VEHICLES WHICH PREVENT ME FROM GETTING TO WORK AND I HAVE TO WALK OUT AND CALL FOR A RIDE.

I HEREBY REQUEST THAT THE ROAD BE PLOUGHED TO THE PUBLIC PARK SO THAT EVERYONE IN THE TOWNSHIP WILL HAVE YEAR ROUND ACCESS AS WELL AS THE TAX PAYING PROPERTY OWNERS.

THANK YOU

JASON MOFFATT



DEC 15, 2020

RECEIVED

NOV 20 2020

Thank you for the financial assistance that you have given us in the past. As, you are aware, every aspect of the Covid 19 pandemic has affected all of our lives, here and around the globe, our funding has been sharply curtailed.

Our purpose is to continue.

Fixing Our Felines is a (100% Volunteers organization) and continues to provide Feline control for Assiginack, a very large area.

Although we have a very supportive following, the money that we receive, from adoptions, fund raising, and Bake Sales, donations. does not cover our costs.

The kitty population will not go away, any time, soon, and may not into the future, however, at the present time. We try and rescue them, some Kitty's we try to trap (more danger) because of covid 19), Some of these kitty's have been, adbused, tortured, abandoned, left to suffer and die. Lately one very ill kitty, cost \$400.00.to save her, now she is well, in foster care They are spayed and neutered. Provide, food, kitty litter, pet carries vaccinations, and hospitalizations. There are additional and unknown costs, related to running a shelter. Some we have to send to other shelters (One of our volunteers provide a shelter) at no cost, because we are unable to enlist residents for foster care, gas, drives to Sudbury, and other area. There are many additional, and unknown costs related to this service

Last year our bill for the Island Animal Hospital from Jan 1st 2019 to Dec 31st 2019 was \$17,253.54 plus \$2,242.96 hst. This bill is for vet care. With a discount of \$5,171.52. This year our bill from Jan 1st to October 31, 2020 was \$11,249.08 plus \$1,462.38 hst

Year 2019, Totals were \$ 19,496.50. Discount of \$5,171.52

Year 2020 Totals, to date \$12,711.46. Our volunteers are four (ladies, getting older) and it is more difficult to provide this ongoing service to Assiginack. We are in dire need of funds, your financial assistance, is needed now more than ever. We request a yearly amount of \$5,000.00, to be able and continue to provide Animal Control for Assiginack Township.

Robin Russell
Colleen Casleton

705 859 3273
705 918 2879



Township of Assiginack - Facility Scheduling
 156 Arthur St
 Manitowaning, ON P0P 1N0
 Phone: 7058593219
Scheduling Invoice

Creation Date: Wed Nov 18, 2020

Invoice #: 79

PAYEE: Manitoulin Streams
 25B Spragge St.
 Manitowaning, Ontario, Canada
 P0P 1N0

Total Amount Due: \$180.00
Amount Paid: \$0.00

Balance Due: \$180.00

Client #: 48
Phone 1: (705) 859-1653
Event: Public Booking

Phone 2:

Email: suemeert@hotmail.com

Status: Firm

Facility

Facility Name	Description	Date	Time	Price
Township of Assiginack - Community Centre - Atrium	Hourly - \$40.00 Per Hour	Fri Dec 4, 2020	10:30AM - 03:00PM	\$180.00
Facility Subtotal:				\$180.00
Total:				\$180.00

Transactions

There are no transactions to display for this Invoice...

Comments

Thank you for making a booking with the Township of Assiginack.

Subtotal:	\$180.00
Total:	\$180.00
Amount Paid:	\$0.00
Balance Due:	\$180.00

*FEE WAIVER
 REQUEST*

RECEIVED
DEC 15 2020

**Ministry of Municipal
Affairs and Housing**

Office of the Deputy Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7100

**Ministère des Affaires
Municipales et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7100

December 15, 2020

MEMORANDUM TO: Municipal Chief Administrative Officers and Clerks

SUBJECT: Enforcement of Orders under the *Reopening Ontario Act, 2020*

I want to thank you again for your sustained efforts in limiting the spread of infection and managing the impact of the pandemic on your communities.

As you are aware, municipal by-law officers are designated to enforce provincial orders under the Reopening Ontario (A Flexible Response to COVID-19) Act, 2020 (ROA). Given the recent rise in COVID-19 cases, the government recently announced new provincial restrictions.

Based on the latest data, municipalities, residents and businesses can find out what level and which regional public measures are in place for their area at <https://www.ontario.ca/page/covid-19-response-framework-keeping-ontario-safe-and-open>. Municipalities and local public health units may have additional restrictions or targeted requirements, on top of any applicable provincial public health measures.

To help support municipal enforcement activities, I am attaching information the Ministry of the Solicitor General has shared with Chiefs of Police regarding additional amendments to orders made under the ROA.

Many of Ontario's municipalities have shown leadership and actively engaged in enforcement and compliance, including enforcement of any local by-laws they may have enacted. To ensure we are achieving greater successes given the local need, and as I mentioned in my previous correspondence to you, you may wish to coordinate enforcement activities with provincial enforcement officers and public health officers. To identify the lead contact for any potential planned compliance activity in your community, please email Natasha Bartlett at natasha.bartlett@ontario.ca.

To help support enforcement personnel, staff at the Ministry of the Solicitor General continue to respond to inquiries via EssentialWorkplacesSupport.SolGen@ontario.ca. Through this confidential channel, assistance is available to enforcement personnel seven days a week. In addition, a confidential Enforcement Support Phone Line (1-866-

389-7638) is operational and available to assist enforcement personnel. Operating hours for the Enforcement Support Line have been adjusted to Monday to Friday from 8:30 a.m. – 5:30 p.m., to align with demand.

I would also encourage you again to support the Ministry of the Solicitor General's efforts to collect enforcement data on a weekly basis to help monitor and measure the impact of accelerated enforcement and compliance activities province-wide. You can find out more on how you may contribute to the Ministry of Solicitor General's weekly data collection efforts by contacting Jeanette Gorzkowski or Agata Falkowski at Jeanette.Gorzowski@ontario.ca or Agata.Falkowski@ontario.ca respectively.

The Ontario government, in consultation with the Chief Medical Officer of Health, has also extended all orders currently in force under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020* (ROA) until January 20, 2021. These can be found online on the Government of Ontario's website at <https://www.ontario.ca/laws/statute/20r17>.

Thank you, once again, for your continued efforts to help keep our communities safe and healthy.

Sincerely,

Kate Manson-Smith
Deputy Minister, Ministry of Municipal Affairs and Housing

Enclosure: Correspondence from the Ministry of the Solicitor General to all Chiefs of Police – English version. If a French version is required, please contact Richard.Stubbings@ontario.ca.

RECEIVED
JAN 06 2021

Planning for the COVID-19 Vaccination Program

First Nations and Sudbury & Manitoulin Districts Municipal Leadership

Dr. Penny Sutcliffe, Medical Officer of Health and Public Health Team

January 6, 2021

Public Health Sudbury & Districts

phsd.ca

Purpose

Engage with First Nations and Municipal Leadership in the districts of Sudbury and Manitoulin to:

1. Share updates on COVID-19 vaccines
2. Discuss planning and coordination (vaccine storage, delivery, distribution, administration)
3. Review communications related to vaccines
4. Canvass unique issues of geography, accessibility, and equity
5. Next steps

COVID-19 Vaccines

- **Approved in Canada:**
 - **Pfizer-BioNTech Vaccine: December 9, 2020**
 - **Moderna Vaccine: December 23, 2020**

OPERATIONS UPDATE

Key Characteristics of Vaccines

Pfizer-BioNTech

- More doses available in December (95,000 delivered by December 21); expecting regular shipping.
- Centralized approach: people go to the clinic to get vaccine; vaccine does not come to them (pending authorization for movement).
- Best suited for large population centres; will play an important role for vaccinations in urban centres.
- Assumption – 50km is acceptable commuting distance. Some will be farther than 50km even though a distribution site is in their region.
- Due to the allocation of ultra cold freezers, there are currently a fixed number of sites that can administer this product. We are developing protocols to safely move the Pfizer-BioNTech vaccine beyond the point of delivery, and will be rolling out those protocols so that the vaccine can be brought to places like long-term care homes.

Moderna

- Fewer doses in December (almost 53,000 delivered on December 30); vaccine shipments will arrive in intervals.
- Decentralized model: the vaccine comes to recipients in congregate settings, communities.
- Suitable for all areas but should prioritize higher risk groups who have no other practical means to access a vaccine, as well as northern and remote regions.
- A more stable vaccine, with fewer temperature storage restrictions.
- Based on fridge and distribution model for the province (i.e., for clinics in LTCHs and other high-risk settings).

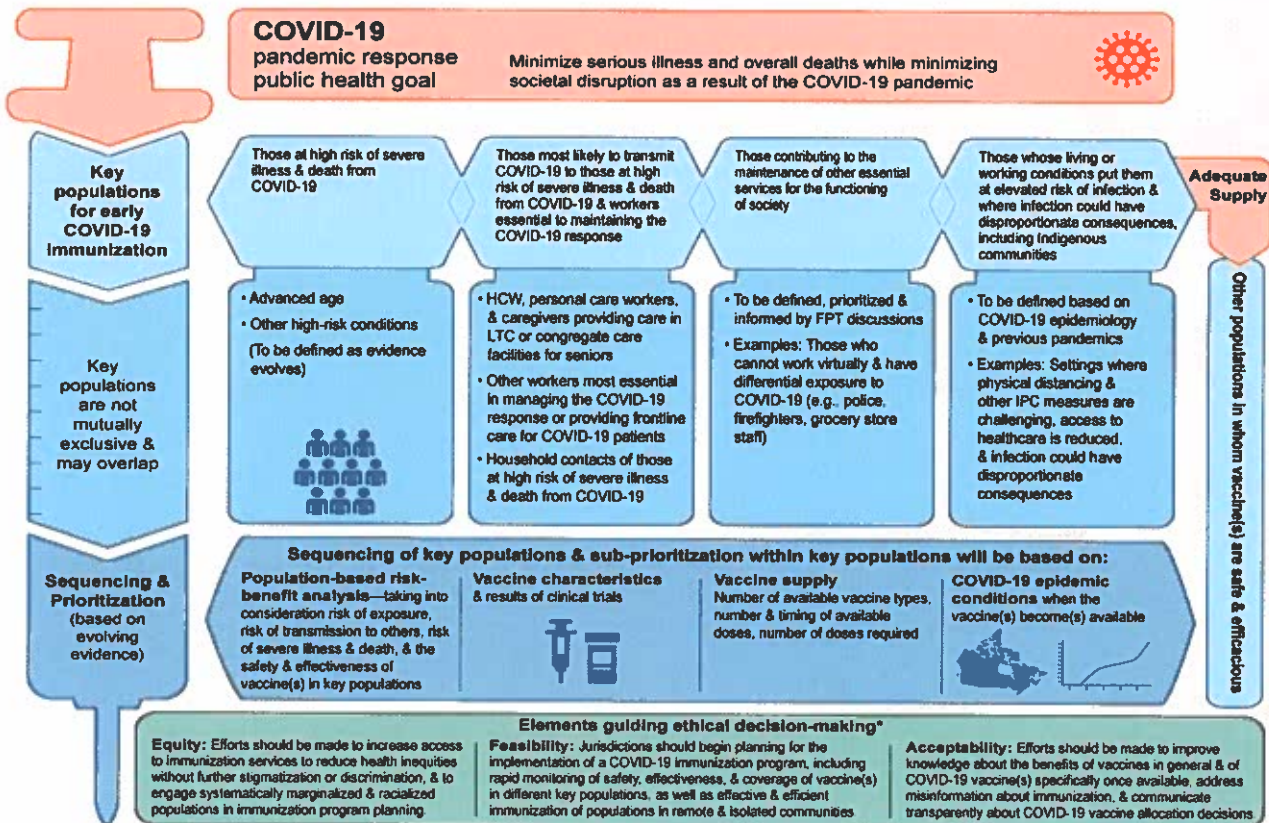
Much to be Learned

- Vaccine efficacy and herd immunity
 - The amount of vaccine required for a defined population will depend on evidence from phase 3 COVID-19 vaccine trials on **efficacy** and what can be assumed about the average **duration** of vaccine protection—it will be an assumption until the findings of phase 4 trials are known
 - 60—72% coverage if efficacy is 100%
 - 75—90% coverage if efficacy is 80%
- Duration of immunity
- Virus stability

[https://www.thelancet.com/journals/lancet/article/PIIS0140-6736\(20\)32318-7/fulltext](https://www.thelancet.com/journals/lancet/article/PIIS0140-6736(20)32318-7/fulltext)

Federal and Provincial planning structures and processes

- Federal
 - **National Operations Centre**, PHAC—Vaccine Logistics and Operations, Major-General Dany Fortin (Nov 27)
- Provincial
 - **Ministers' COVID-19 Vaccine Distribution Task Force**—General Rick Hillier (ret'd) (Nov 23)
 - Delivery, storage and distribution; Support for health care system partners; Clinical guidance and surveillance of uptake; Data, reporting, and technology; and Broad and sustained public education/community outreach effort to encourage vaccination.









<https://www.canada.ca/en/public-health/service/immunization/national-advisory-committee-on-immunization-naci/guidance-key-populations-early-covid-19-immunization.html>

*based on the systematic assessment of ethics, equity feasibility and acceptability using an evidence-informed framework available at: <https://doi.org/10.1016/j.vaccine.2020.05.051>

PHASES

ONTARIO'S COVID-19 VACCINATION PROGRAM

	VACCINE QUANTITY	POPULATION TO BE VACCINATED	DISTRIBUTION SITES
  <ul style="list-style-type: none"> Initial doses vaccinated as planned over 2,500 people, with additional shipments arriving over the coming weeks. 95,000 doses of Pfizer-BioNTech and almost 53 000 doses of Moderna vaccines have been delivered. An estimated total of over 2M doses is expected in this phase. 	<ul style="list-style-type: none"> Residents, essential caregivers, and staff of congregate care settings for seniors. Health care workers. Adults in First Nations, Métis, and Inuit populations. Adult recipients of chronic home health care. 	<ul style="list-style-type: none"> Initially, two pilot sites, followed by selected hospital sites in Grey-Lockdown and Red-Control zones, expanding to approximately 21 hospitals across the province. LTC Homes and Retirement Homes as soon as feasible. 	
  <p>Increasing stock of vaccines available</p>	<p>Continued for health care workers, long-term care homes, retirement homes, home care patients with chronic conditions, and additional First Nations communities and Indigenous populations, including Métis and Inuit individuals. When additional doses available, populations to be vaccinated TBD*</p>	<p>Expanded vaccination sites.</p>	
  <p>Vaccines available for every Ontarian who wants to be immunized.</p>	<p>All eligible Ontarians*</p>	<p>Widely available across Ontario.</p>	

*Further prioritization may occur within this group based on available vaccine supply, grounded in an ethical and data-driven framework

<https://www.ontario.ca/page/ontarios-vaccine-distribution-implementation-plan>
Dec 11, 2020

Ontario identifies key groups to receive initial vaccines

- Residents, staff, essential caregivers, and other employees of congregate living settings (e.g., long-term care homes and retirement homes) that provide care for seniors as they are at higher risk of infection and serious illness from COVID-19;
- Health care workers, including hospital employees, other staff who work or study in hospitals, and other health care personnel;
- Adults in Indigenous communities, including remote communities where risk of transmission is high; and
- Adult recipients of chronic home health care

Clinic sites for Pfizer-BioNTech vaccine

In addition to University Health Network (UHN) and The Ottawa Hospital, the following hospital sites have been selected to receive, or have begun receiving, the next shipments of the Pfizer-BioNTech vaccine:

1. Grand River Hospital
2. Halton Healthcare
3. Hamilton Health Sciences
4. Humber River Hospital
5. Lakeridge Health
6. London Health Sciences Centre
7. Mackenzie Health
8. Michael Garron Hospital
9. Ottawa Hospital
10. Royal Victoria Regional Health Centre
11. Scarborough Health Network
12. Southlake Regional Health Centre
13. Sunnybrook Health Sciences Centre
14. Thunder Bay Regional Health Sciences Centre
(selected to test the travel logistics in Northern Ontario and support the administration of the vaccine to Indigenous and remote communities)
15. Trillium Health Partners
16. University Health Network in Toronto
17. Unity Health Toronto
18. William Osler Health System
19. Windsor Regional Hospital

Public Health Sudbury & Districts COVID-19 Vaccination Program

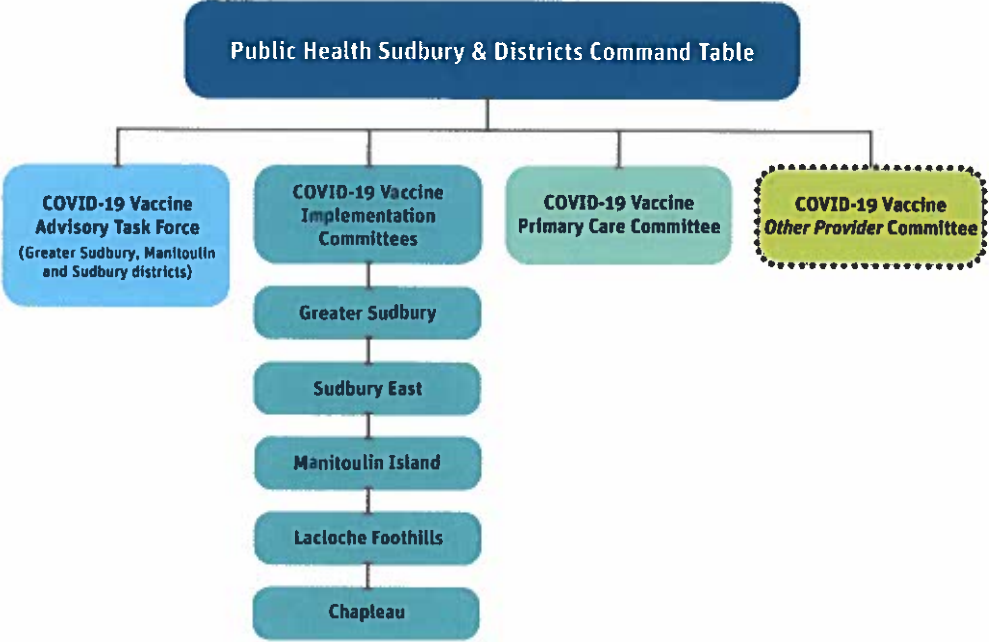
- Public Health Sudbury & Districts has the overall responsibility for the unprecedented COVID-19 immunization program.
- This responsibility is executed in close collaboration with others in health and non-health care sectors.
- The COVID-19 Vaccination Program Playbook provides the essential pillars/overarching framework for the development of geographic and sector-specific implementation plans to outline a coordinated approach for vaccine program.

Public Health Sudbury & Districts COVID-19 Vaccination Program

- The overall objectives of the Public Health Sudbury & Districts COVID-19 Vaccination Program are to:
 - Minimize societal disruptions, including infrastructure and economic impacts.
 - Implement sustained public education and community outreach efforts.
 - Maintain public confidence.
 - Achieve a coverage rate of 75% of those eligible for vaccine by the provincially prescribed timelines.

Local Organizing Structures

COVID-19 Vaccination Program Organizing and Partner Engagement Framework



Public Health Sudbury & Districts COVID-19 Vaccination Program Playbook

- The Public Health Sudbury & Districts COVID-19 Vaccination Program Playbook outlines:
 - Planning assumptions
 - Leadership and partnership framework
 - Overall COVID-19 Vaccination Program, including:
 - Logistics – vaccine management, distribution, and quality
 - Operations considerations for public health-led vaccine programs
 - Communications and engagement plan
 - Data management and evaluation plans

Work Ahead and Collaboration

1. Ongoing development of coordinated implementation plans for all the geographic areas in Public Health catchment area
2. Validation of planning assumptions with key partners
3. Ongoing engagement and collaboration with community leadership and health system partners
4. Implement sustained public education and community outreach efforts

3 Year EDO Work Plan: November 30th, 2020 to November 30th, 2023

Employee: Shelba Millette, Tri-Community EDO

1. Overall Shared Tri-Community EDO Job Objectives:

- To build overall collaborative capacity and regional cohesion regarding economic development.
- To attract and facilitate development of new business and services in the Townships of Assignack, Killamey, and Tekummah, as well as neighbouring catchment areas.
- To work with local specialized community groups to provide workshops (when required), to help them facilitate their pre-identified infrastructure development priorities.
*I.E. *Burns Wharf Theatre*

% = Estimated shared participating community EDO work hours *These 4 Key Responsibility hours will fluctuate over time/by task.
PERFORMANCE EVALUATION KEY: U=Unacceptable BE=Beneath Expectations ME=Meets Expectations EE=Exceeds Expectations NA=Not Applicable At This Time

Key Responsibility and Dimensions 100 % = 35 hrs per week	Overall Tasks Outlined In EDO Job Description and Contact	Start & End Dates / Frequency	Actual Results (All Link to Files)	Evaluation				
				U	BE	ME	EE	NA
1. Maintain Administrative Documentation 6.0% Approx. 2 hrs. per week	<ul style="list-style-type: none"> ● Create and maintain EDO work plan ● Create and maintain EDO timesheets with brief on daily tasks ● Maintain accurate meeting agendas/ minutes/notes ● Host and attend both internal and external meetings, virtual and non, with team, various funders, committees, community members, partners, and investors 	<ul style="list-style-type: none"> ● Nov. 30/20 - Ongoing ● Nov. 30/20 - Daily - Ongoing ● Nov. 30/20 – Ongoing – As Required ● Nov. 30/20 – Ongoing – As Required ● Nov. 30/20 – Ongoing – As Required 	<ul style="list-style-type: none"> ● This Document ● Timesheet Link ● Meeting Agendas and Minutes Link ● Meeting Calendar Link 					

<p>2. Research and Development</p> <p>25.0%</p> <p>Approx. 8.5 hrs, per week</p>	<ul style="list-style-type: none"> • Compile, maintain, and publicize/post a business directory of industrial, retail, tourist, and service providers for each community • Assist each participating with planning related to their strategic economic development priority projects • Research financial opportunities and write funding proposals for participating communities pre-identified or new priority projects • Research increased sharing of Municipal services among neighbouring communities that would enable efficiency and sustainability • Organize an investment readiness protocol including information on available properties for development, key contacts, and other major assets and services 	<ul style="list-style-type: none"> • Dec. 9/20 – Ongoing Living Document • Nov. 30/20 - Ongoing • Dec. 2/20 –Ongoing *December 9, 2020 OTF RF Application for Assignack *Digital Signage • Jan. 4/21 – RED Program Intake July 6/21 Deadline Tehkummah • Jan. 12/21 – DMI, DNO, ITO Island-wide Culinary / Local Food Tourism Strategy – 3Ts 	<ul style="list-style-type: none"> • Assignack Website ED Link Tourism Link • Killarney Website ED Link Tourism Link • Tehkummah Website ED Link Tourism Link • Island-wide and Killarney Asset Inventory Doc. Link 	
---	---	--	---	--

<p>3. Promotion / Marketing / Design</p> <p>3.0%</p> <p>Approx. 1 hr per week</p>	<ul style="list-style-type: none"> • Pursue industrial and commercial development opportunities at the Manitoulin East Airport 	<ul style="list-style-type: none"> • Pursue development opportunities regarding each participating community's waterfront, all of which serve international boaters cruising and fishing on Georgian Bay and the North Channel of Lake Huron 	<ul style="list-style-type: none"> • Jan. 5/21 *ACAP – FedNOR / ICIP for Assignack (MEMA) and Killarney Airports 	<ul style="list-style-type: none"> • Create a marketing and development plan for key tourism assets, particularly including directional signage, new should season tourism products, and increasing visitor services • Develop and design internal and external presentation and marketing materials as required • Establish a <u>coordinated</u> branding and marketing strategy including social media for the participating communities 	<ul style="list-style-type: none"> • Dec. 6/20 –Ongoing *EDO Tourism Adaptation – Central M. Lead – Assig. And Tehk. • Dec. 2/20 –Ongoing – DMI Lead *December 9, 2020 OTF RF Application *Kiosks • Jan. 4/21–Jan. 12/21 Tehk. Council Meeting *EDO Job and Plan of Action: RED • Dec. 17/20 – RED Feb. 1/21 Deadline Killarney and Assignack (Tehk.?) 	<ul style="list-style-type: none"> • Dec. 16/20– Satge1 App. Feb. 6/21 *FedNOR and NOHFC for 3Ts 									
--	---	---	---	---	--	---	--	--	--	--	--	--	--	--	--

<p>4. Networking / Workshops / Education</p> <p>Currently 0%</p> <p>Approx. 1hr per week</p>	<ul style="list-style-type: none"> • Support area farmers and food producers with business and production training workshops and/or infrastructure development priorities 	<ul style="list-style-type: none"> • Jan. 12/21 – DMI, DNO, ITO Island-wide Culinary Tourism Strategy – 3Ts (LINK to FUTURE OMAFRA, TEN...) 				
---	--	--	--	--	--	--

3 Year EDO Work Plan: November 30th, 2020 to November 30th, 2023

Employee: **Shelba Millette, Tri-Community EDO**

1. Overall Shared Tri-Community EDO Job Objectives:

- To build overall collaborative capacity and regional cohesion regarding economic development.
- To attract and facilitate development of new business and services in the Townships of Assignack, Killarney, and Tekkumamah, as well as neighbouring catchment areas.
- To work with local specialized community groups to provide workshops (when required), to help them facilitate their pre-identified infrastructure development priorities.
I.E. • Burns Wharf Theatre

% = Estimated shared participating community EDO work hours *These 4 Key Responsibility hours will fluctuate over time/by task.
PERFORMANCE EVALUATION KEY: U=Unacceptable BE=Beneath Expectations ME=Meets Expectations EE=Exceeds Expectations NA=Not Applicable At This Time

Key Responsibility and Dimensions 100 % = 35 hrs per week	Overall Tasks Outlined In EDO Job Description and Contact	Start & End Dates / Frequency	Actual Results (All Link to Files)	Evaluation				
				U	BE	ME	EE	NA
1. Maintain Administrative Documentation 6.0% Approx. 2 hrs. per week	<ul style="list-style-type: none"> • Create and maintain EDO work plan • Create and maintain EDO timesheets with brief on daily tasks • Maintain accurate meeting agendas/ minutes/notes • Host and attend both internal and external meetings, virtual and non, with team, various funders, committees, community members, partners, and investors 	<ul style="list-style-type: none"> • Nov. 30/20 - Ongoing • Nov. 30/20 - Daily - Ongoing • Nov. 30/20 – Ongoing – As Required • Nov. 30/20 – Ongoing – As Required 	<ul style="list-style-type: none"> • This Document • Timesheet Link • Meeting Agendas and Minutes Link • Meeting Calendar Link 					

<p>2. Research and Development</p> <p>25.0%</p> <p>Approx. 8.5 hrs, per week</p>	<ul style="list-style-type: none"> • Compile, maintain, and publicize/post a business directory of industrial, retail, tourist, and service providers for each community • Assist each participating with planning related to their strategic economic development priority projects • Research financial opportunities and write funding proposals for participating communities pre-identified or new priority projects 	<ul style="list-style-type: none"> • Dec. 9/20 – Ongoing Living Document • Nov. 30/20 - Ongoing • Dec. 2/20 –Ongoing • *December 9, 2020 OTF RF Application for Assignnack *Digital Signage • Jan. 4/21 – RED Program Intake July 6/21 Deadline Tehkummah • Jan. 12/21 – DMI, DNO, ITO Island-wide Culinary / Local Food Tourism Strategy – 3Ts 	<ul style="list-style-type: none"> • Assignnack Website ED Link Tourism Link • Killarney Website ED Link Tourism Link • Tehkummah Website ED Link Tourism Link • Island-wide and Killarney Asset Inventory Doc. Link 	<ul style="list-style-type: none"> • Research increased sharing of Municipal services among neighbouring communities that would enable efficiency and sustainability • Organize an investment readiness protocol including information on available properties for development, key contacts, and other major assets and services 							
---	--	---	--	---	--	--	--	--	--	--	--

<p>3. Promotion / Marketing / Design</p> <p>3.0%</p> <p>Approx. 1 hr per week</p>				
<ul style="list-style-type: none"> • Pursue industrial and commercial development opportunities at the Manitoulin East Airport 	<ul style="list-style-type: none"> • Pursue development opportunities regarding each participating community's waterfront, all of which serve international boaters cruising and fishing on Georgian Bay and the North Channel of Lake Huron 	<ul style="list-style-type: none"> • Create a marketing and development plan for key tourism assets, particularly including directional signage, new should season tourism products, and increasing visitor services 	<ul style="list-style-type: none"> • Develop and design internal and external presentation and marketing materials as required 	<ul style="list-style-type: none"> • Establish a coordinated branding and marketing strategy including social media for the participating communities
<ul style="list-style-type: none"> • Jan. 5/21 *ACAP – FedNOR / ICIIP for Assiginack (MEMA) and Killarney Airports 	<ul style="list-style-type: none"> • Dec. 16/20– Satge1 App. Feb. 6/21 *FedNOR and NOHFC for 3Ts 	<ul style="list-style-type: none"> • Dec. 6/20 –Ongoing *EDO Tourism Adaptation – Central M. Lead – Assig. And Tehk. 	<ul style="list-style-type: none"> • Dec. 2/20 –Ongoing – DMI Lead *December 9, 2020 OTF RF Application *Kiosks 	<ul style="list-style-type: none"> • Jan. 4/21–Jan. 12/21 Tehk. Council Meeting *EDO Job and Plan of Action: RED
<ul style="list-style-type: none"> • Dec. 17/20 – RED Feb. 1/21 Deadline Killarney and Assiginack (Tehk.?) 				

<p>4. Networking / Workshops / Education</p> <p>Currently 0% Approx. hr per week</p>	<ul style="list-style-type: none"> • Support area farmers and food producers with business and production training workshops and/or infrastructure development priorities 	<ul style="list-style-type: none"> • Jan. 12/21 – DMI, DNO, ITO Island-wide Culinary Tourism Strategy – 3Ts (LINK to FUTURE OMAFRA, TEN...) 				
---	--	--	--	--	--	--

THE CORPORATION OF THE TOWNSHIP OF ASSIGNACK

By-Law # 20-14

TRAILER LICENSING

BEING a by-law to Licence Trailers in the Township.

WHEREAS The Municipal Act S.O. 2001, section 168 authorizes the Municipality to pass by-laws for the licensing of Trailers in the Municipality;

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

- 1. Short Title:** This By-law may be cited as the "Trailer Licensing By-law"
- 2. Definitions:** In this by-law:
 - 2.1. "Township or Municipality"** shall mean the Corporation of the Township of Assignack and shall be defined as the lands and premises within the corporate limits.
 - 2.2. "Trailer"** Shall mean any vehicle so constructed that it is suitable for being attached to a motor vehicle for the purpose of being drawn or is propelled by the motor vehicle and is capable of being used for the living, sleeping or eating accommodations of persons on a temporary, transient or short term basis, even if the vehicle is jacked up or its running gear is removed. Examples include a tent trailer, a camper trailer, a recreational trailer, a fifth wheel, a bus converted into a motor home and a park model trailer.
 - 2.3. "Stored Trailer"** means any trailer located on the property only for the purpose of sale or storage but shall not include any trailer being used at any time for living, sleeping or eating accommodations of persons while located on the property.
 - 2.4. "Assessed Trailer"** means any trailer legally located on a property and that is assessed under the Assessment Act.
 - 2.5. "Camping Establishment"** means lands used for the parking and temporary use for at least five (5) campsites occupied by tents, trailers, motor homes, truck campers and recreation vehicles and accessory uses and facilities such as administrative offices, sanitary facilities, recreational facilities and an accessory convenience store.
- 3. Prohibitions**
 - 3.1.** No person shall use nor shall an owner of the land permit a person to use and / or keep a trailer on any property within the Township for more than 30 days in a given year, except in a designated Camping Establishment, without purchasing an annual license.
 - 3.2.** No person shall have a trailer without a license unless defined in Section 2.4 even if the trailer was legally placed on the property prior to the date of implementation of this By-law.
 - 3.3.** No person shall occupy a trailer from December to April of any given year.
 - 3.4.** No person shall add additions to a constructed trailer such as sunrooms, porches, roofs or decks that require the authorization of a building permit.

Trailers with such additions, that existed as of the date of the passing of this by-law may continue their use.

- 3.5. The owner of the land, other than an established Camping Establishment within the Township, upon which a legally non-conforming trailer is located, shall be responsible for obtaining a license from the Township or the Township's By-Law Enforcement Officer. No license shall be issued unless the prescribed fee has been paid.
- 3.6. Where a trailer, that is located on a property in the Township, other than on land used as an established Camping Establishment, has been established to a legally non-conforming use and where such trailer has only been used occasionally for living, sleeping or eating accommodations of persons, such a trailer shall not be deemed to be a stored trailer as defined in Section 2.3 and shall be subject to an annual license.
- 3.7. No License shall be issued under this By-law if the application for the license would be in contravention of any other By-law of the Corporation or of any Federal or Provincial law or regulation.
- 3.8. This By-law shall not apply to a trailer where such a trailer is located on an existing lot for the sole purpose of storage or for the sole purpose of the sale of the trailer. Where a trailer is being stored or offered for sale and no person shall use or occupy the trailer.
- 3.9. No person shall locate a mobile home their property.
- 3.10. No trailer for which a license is required under this By-law shall be located on land except in conformity with the set back requirements for a dwelling unit as prescribed by the Corporation of the Township of Assiginack By-law #80-20 and # 80-21 and , as amended, for the zone in which the lands are located.

4. License Exemptions

- 4.1. A stored trailer, as defined in Section 2.3 does not require a license.
- 4.2. An Assessed trailer, as defined in Section 2.4, does not require a license.
- 4.3. Where a building permit for a single family dwelling unit has been issued by the Township's Chief Building Official, the permit holder shall enter into an agreement for the placement of a trailer on the property where the unit is being constructed or reconstructed solely for the purpose of the construction and only if any applicable building permit fees are paid and the trailer is promptly removed prior to the expiration of the said building permit.

5. License Fee

- 5.1. The license fee for a trailer shall be set out in Schedule "A" attached to this By-law.
- 5.2. The license fee is payable for the current fiscal year upon receipt of an application. Every license obtained, in accordance with this paragraph in this By-law, shall expire on the 31st day of December in that year it was issued.
- 5.3. Applications for licenses shall be made to the Township Office and/or the Licensing Enforcement Officer and duly signed by the owner of the property on which the trailer is to be located. The owner to whom the a license has been issued shall display the license on the trailer in a place that it can be seen easily from the outside of the trailer.

- 5.4. All applications for such a license shall be made using the prescribed form attached to this By-law as Schedule "B".
- 5.5. It is the sole responsibility of the land owner of such a property containing a trailer licensed under this By-law, to inform the Township Office and/or Licensing Enforcement Officer of any changes or removal of such trailer from the property.
- 5.6. The license fee is imposed upon the owner of the property on which the trailer is located. If the owner fails to make payment of the license fee in any year, the fee shall be deemed overdue and as such, the full license fee shall be collected as taxes.
- 5.7. A refund may be obtained by surrendering the issued license and submitting a request in writing to the Clerk and or the Licensing Enforcement Officer, indicating that the trailer was not located on the property and specifying the date on which it was removed. The refund may be calculated from the first day of the month following the relocation. The Township shall retain a minimum \$100.00 administration fee. The onus is on the landowner to provide supporting documentation of the date of such removal.
- 5.8. Any license issued under this By-law is not transferrable.
- 5.9. No person shall locate more than one trailer on a property lot.
- 5.10. Every person shall ensure that their trailer is connected to a sewage system that is operated and maintained as per Part 8 of the Ontario Building Code and enforced by Public Health Sudbury & Districts, unless the unit contains an integral holding tank to be emptied at a facility licensed by the Ministry of the Environment & Climate Change.
- 5.11. No trailer shall be licensed unless the location of the requested land the trailer is to be placed complies with the following:
 - 5.11.1. All Provincial statutory and regulatory requirements.
 - 5.11.2. The Township of Assiginack Zoning By-law, as amended.
- 5.12. A license issued pursuant to this By-law authorizes the use and maintenance of an existing trailer on an existing lot for temporary accommodation only. The issuance of a license does not grant the licensee the authority to occupy the trailer on a permanent basis. The issuance of a license is not intended and shall not be construed as permission or consent by the Municipality for the holder of the license to contravene or fail to observe or comply with any law of Canada, Ontario or any by-law of the Municipality.

6. Administration & Enforcement

- 6.1. Any person who contravenes any of the provisions of this by-law shall be guilty of an offence and shall be liable, **for each contravention and each day of the contravention shall constitute a separate offense.**
- 6.2. No person being the registered owner of any lot or parcel of land within the Township shall permit any person to locate a trailer on his or her property except in accordance with the provisions of this By-law.
- 6.3. The administration of this by-law is assigned to the Clerk who may delegate the performance of his or her function under this by-law from time to time as the occasion requires.
- 6.4. Every applicant shall provide in full, at the time of the application is submitted, all of the information required on the application for attached as Schedule "B", as well as payment of the prescribed license fee as set out in

this By-law and any other document or information as required in any other part of this By-law.

- 6.5.** Any application, comment, recommendation, information, document or thing in possession of the Clerk pursuant to the provisions of this By-law shall be made available by the Clerk for inspection:
 - 6.5.1.** By any person employed in the administration of the enforcement of this by-law.
 - 6.5.2.** By any other person upon the consent, satisfactory to the Clerk, of the person, civic department, board commission authority or other agency which produced, submitted the application, comment, recommendation, information, document, or thing.

Subject only to the limitations imposed by the Municipal Freedom of Information and Protection of Privacy Act.

- 6.6.** The enforcement of the By-law is assigned to the Licensing Enforcement Officer for the Township of Assiginack.
- 6.7.** Any trailers used, maintained, or located in contravention of this By-law shall be removed from the lot, at the expense of the Owner of the lot. Failure to remove any trailers from a lot within the time prescribed by the Licensing Enforcement Officer may result in the removal of said trailer by the Township of Assiginack, at the expense of the Owner of the lot.

7. Inspections

- 7.1.** Any person designated by Council to enforce this By-law may, at any reasonable time and upon producing proper identification, enter and inspect any property licensed under or in contravention of the provisions of this By-law.
- 7.2.** No person shall obstruct, hinder or in any way interfere with any person designated to enforce this By-law.

8. Penalty

- 8.1.** Any person who contravenes any of the provisions of this by-law shall be guilty of an offence and, upon conviction, shall be liable for a fine pursuant to Section 61 of the Provincial Offences Act, R.S.O. 1990, c. P.33, for each contravention and each day of the contraventions shall constitute a separate offence. Schedule "C" attached.
- 8.2.** Upon registering a conviction for the contravention of any provision of this By-law, the Ontario Court, Provincial Division, may, in addition to any penalty imposed by this By-law, make an order prohibiting the continuation or repetition of the offence by the person convicted.

9. Validity

- 9.1.** If any section, clause or provision of this By-law is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part thereof other than that section, clause or provision so declared to be invalid and it is hereby declared to be the intention that all remaining sections, clause or provision of the By-law shall remain in full force and effect until repealed, notwithstanding that one or more provisions thereof shall have been declared to be invalid.

10. Effective Date

10.1. This By-law shall come into effect on the date of the third reading and it being passed.

AS READ a FIRST and SECOND time, this _____,

AND AS READ a THIRD and FINAL time and considered passed, in open Council, this _____.

David Ham, MAYOR

seal

Alton Hobbs, CAO/DEPUTY CLERK

The Corporation of the Township of Assiginack

Trailer Licensing

Schedule "B"

Application for a Trailer Permit

PERMIT NUMBER
T _____ - _____

Name of Applicant	
Address of Applicant	
Phone Number	
E-mail Address	

Address of Site			
Property Roll Number	5111 - 000 - 0 ____ - ____ - ____ - 00		
Applicant's Interest	Owner [<input type="checkbox"/>]	Tenant [<input type="checkbox"/>]	Lease [<input type="checkbox"/>] Other [<input type="checkbox"/>]
Dimensions of Land:	Frontage:	Depth:	
	Area:	Zoning:	
Expected Date of Occupancy	Start:	End:	

Detailed description of the Trailer

Length	Colour	Model Number	VIN Number	License Plate

What provisions have been made for the following:

Septic / Black Water	Grey Water	Drinking Water

Garbage Disposal Required	Electricity	Heat
__ Yes *Landfill Card must be obtained from the Municipal Office where services are required. Strict sorting must also be adhered to, to qualify for disposal. __ No * ALL garbage will be removed from the lot on a regular basis to another location, principle residence or other municipality.		

Proposed Site Plan of Property

The site plan should be attached and showing the following:

- Property dimensions
- Position of the recreational vehicle, of site including setbacks from all lot boundaries, roadways and waterbody courses as set out in the Township of Assiginack Zoning By-law.
- Location of Septic System
- Location of well
- Parking spaces
- Driveway
- Fire pit

If applicable, please attach the approved permit from the Public Health Unit, Sudbury & Districts.

I confirm that the information provided on this application form is true to the best of my knowledge and belief.

I agree to comply with the provisions of this By-law.

Applicant Signature

Date

Reviewed by the Township of Assiginack Administrative Staff:

Issuing Officials Signature

Date

The Corporation of the Township of Assiginack

Trailer Licensing

PART 1 PROVINCIAL OFFENCES ACT

Schedule "C" - Penalty Provision

ITEM	SHORT FORM WORDING	PROVISION CREATING OR DEFINING THE OFFENCE	SET FINE
1.	Fail to obtain a license for trailer over 30 day limit	3.1	\$300.00
2.	Fail to vacate trailer at any time during the months of December through to April	3.3	\$300.00
3.	Allow additions to a constructed trailer such as sunrooms, porches, roofs or decks	3.4	\$300.00
4.	Locating mobile home on property	3.9	\$300.00
5.	Trailer not conforming to setback requirements of the Zoning By-law	3.10	\$300.00
6.	Have more than one (1) trailer per property	5.8	\$300.00
7.	Allow person(s) to locate trailer on his/her property without a license	6.2	\$300.00
8.	Obstruct person designated to enforce this By-law	7.2	\$300.00