



- c) MFR: Funding Request
- d) CPAC: September Statistics
- e) MICA: E Bikes

**8. BY-LAWS**

- a) By-law #21-13 Zamboni, Etc Funding Agreement NOHF
- b) By-law # 21-14 Info Booth Improvements Funding Agreement ICIP:COVID
- c) By-law # 21-15: Canine Control By-law

**9. CLOSED SESSION**

Personnel Issues

**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 and hosted by way of a Zoom Conference video call on Tuesday, November 2, 2021 at 5:00 pm.

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

**Staff:** Alton Hobbs, CAO, Deputy Clerk  
Deb MacDonald, Treasurer  
Jackie White, PEC  
Ron Cooper, PW Superintendent  
Dwayne Elliott, Fire Chief

**Press:**

**Public:**

**OPENING:**

**#182-13-2021 D. McDowell – R. Maguire**

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

*CARRIED*

**AGENDA:**

**#183-13-2021 C. Jones - R. Maguire**

THAT we confirm the attendance of all the Members of Council electronically (on Zoom) and amend the agenda by adding:

- 6) I: Hydro One Pole Request
  - J: CEMC Requests re: Emergency Preparedness
  - K: AAEC Application Confirmation to Funders
  - L: Information Booth Renovation Tenders

*CARRIED*

**DISCLOSURE OF PECUNIARY INTEREST:**

NONE

**ANNOUNCEMENTS:**

Council thanked the Events Coordinator for a very well appreciated Haunted Tour of October 29<sup>th</sup>. Council appreciated the efforts put into organizing the event.

**ADOPTION OF MINUTES:**

**#184-13-2021 H. Moggy - D. McDowell**

THAT the Minutes of the Regular Council Meeting of October 5, 2021 be accepted.

*CARRIED*

**#185-13-2021 R. Maguire – C. Jones**

THAT the Minutes of the Special Council Meeting of October 26, 2021 be accepted.

*CARRIED*

**#186-13-2021 D. McDowell – H. Moggy**

THAT the Minutes of the Assiginack Museum Advisory Committee Meetings of August 4, 2021 and September 9, 2021 be accepted.

*CARRIED*

**DELEGATIONS:**

NONE

**REPORTS:**

**#187-13-2021 C. Jones – H. Moggy**

THAT we accept the Annual Report of the Museum Curator.

*CARRIED*

**#188-13-2021 R. Maguire – D. McDowell**

THAT we accept the verbal report regarding the Assiginack 150<sup>th</sup> Organizing Committee, confirm the January 1, 2021 Parade and Fireworks date and ask for detailed costings of the website and pavilion projects.

*CARRIED*

**ACTION REQUIRED ITEMS:**

**#189-13-2021 D. McDowell - H. Moggy**

THAT Council authorizes the following Accounts for Payment:

General: \$293,048.88;

AND THAT the Mayor and administration be authorized to complete cheques #31331 through #31365, and #31395 through #31404 and #31372 through #31394 as described in the attached cheque register report.

*CARRIED*

**#190-13-2021 C. Jones - R. Maguire**

THAT Council authorizes the following Accounts for Payment:

Payroll: \$46,639.31;

AND THAT the Mayor and administration be authorized to complete cheques #31324 through #31330 and #31366 through #31371 as described in the attached cheque register report.

*CARRIED*

**#191-13-2021 H. Moggy - D. McDowell**

THAT we inform the Manitoulin Planning Board that we have no objection to Consent Application B 22-21 pursuant to the application submitted.

*CARRIED*

**#192-13-2021 C. Jones – H. Moggy**

THAT we inform the St. Paul's ACW that we have no objection to the planting of a red maple tree in Queens Park.

*CARRIED*

**#193-13-2021 R. Maguire – C. Jones**

THAT we authorize JL Richards to proceed with developing a staged Rehabilitation Plan for 115 Arthur Street pursuant to their proposal.

*CARRIED*

**#194-13-2021 D. McDowell – R. Maguire**

THAT we adopt the Terms of Reference for the Assiginack Economic Development Committee, as attached.

*CARRIED*

**#195-13-2021 H. Moggy – C. Jones**

THAT we confirm our annual contribution of \$ 300.00 to the Manitoulin Student Aid Fund.

*CARRIED*

**#196-13-2021 R. Maguire – H. Moggy**

THAT we inform the person inquiring that we cannot grant permission to relocate a boathouse on shore road allowance.

*CARRIED*

**#197-13-2021 D. McDowell – H. Moggy**

THAT WHEREAS the following tenders were received for the Insulation of the Arena Ice Plant:

Nicholas Spry	\$ 11,661.60
Moggy Excavating	\$ 9,040.00

NOW THEREFORE THAT the tender of Moggy Excavating be accepted.

*CARRIED*

**#198-13-2021 R. Maguire – C. Jones**

THAT we inform Hydro One that we have no objection to the proposed pole location for Moggy Parkway pursuant to the documentation forwarded.

*DEFEATED*

**#199-13-2021 C. Jones – H. Moggy**

THAT at the request of our Community Emergency Management Coordinator, we confirm that Jeff Edwards is the CEMC, Alton Hobbs is the Chair of the Emergency Control Group and that Jackie White is the Emergency Information Officer for 2021.

*CARRIED*

**#200-13- 2021 H. Moggy – R. Maguire**

THAT we inform the potential funders that in regards to the proposed Arts and Entertainment Complex that the municipality would be responsible for any capital cost over runs and that all responsibility for annual operations costs are ours as well.

*CARRIED*

**#201-13-2021 D. Mcdowell – H. Moggy**

THAT Whereas the following tenders were received for the rehabilitation of the Information Booth Project:

Sheppard Custom Building: \$ 110,740.00 (inclusive of taxes)

NOW THEREFORE THAT the tender of Sheppard Custom Builders be accepted.

*CARRIED*

**INFORMATION ITEMS:**

**#202-13-2021 R. Maguire – C. Jones**

THAT we acknowledge receipt of the following correspondence items:

- a) OMAFRA October Newsletter
- b) OCWA-CLI-ECA Process
- c) Little Current HC Auxiliary
- d) Manitoulin Phragmites 2021 Summary
- e) PHSD Special Statement October 28, 2021

*CARRIED*

**BY-LAWS:**

NONE

**CLOSED SESSION:**

**#203-13-2021 H. Moggy – D. McDowell**

BE IT RESOLVED THAT in accordance with By-law #02-02 as amended and Section 239 of the Municipal Act, Council proceed to a closed session (in camera) at 5:25 pm in order to attend to a matter pertaining to:

- a) Personal matters about an identifiable individual
- b) Security of Municipal Property

*CARRIED*

**#204-13-2021 D. McDowell – H. Moggy**

THAT we adjourn from our closed session at 5:45 pm, approve the Closed Minutes of the September 7<sup>th</sup>, 2021 Closed meetings and resume our Regular Meeting.

*CARRIED*

**CLOSING:**

**#205-13-2021 C. Jones - R. Maguire**

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

*CARRIED*

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

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

5:45 p.m.

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





RECEIVED  
NOV 10 2021

**UNAPPROVED MINUTES – FOURTH MEETING  
BOARD OF HEALTH FOR PUBLIC HEALTH SUDBURY & DISTRICTS  
PUBLIC HEALTH SUDBURY & DISTRICTS, VIRTUAL MEETING  
THURSDAY, OCTOBER 21, 2021 – 1:30 P.M.**

**BOARD MEMBERS PRESENT**

Claire Gignac  
Randy Hazlett  
Jeffery Huska  
Robert Kirwan

René Lapierre  
Paul Myre  
Ken Noland  
Jacqueline Paquin

Mark Signoretti  
Carolyn Thain

**BOARD MEMBERS REGRETS**

Bill Leduc

Glenda Massicotte

Natalie Tessier

**STAFF MEMBERS PRESENT**

Stacey Gilbeau  
Sandra Laclé

Rachel Quesnel  
France Quirion

Dr. Penny Sutcliffe  
Renée St. Onge

**MEDIA PRESENT**

Media

**R. LAPIERRE PRESIDING**

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

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

**2. ROLL CALL**

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

There were no declarations of conflict of interest. It was noted there is no in-camera session for today's meeting.

**4. DELEGATION/PRESENTATION**

- i) **Healthy Babies Healthy Children Early Intervention Program Update**
  - Sandra Laclé, Director, Health Promotion Division

S. Laclé was invited to present on the Healthy Babies Healthy Children (HBHC) program. It was noted that the program manager, Annie Berthiaume, could not present as she is currently temporarily seconded to COVID-19 work.

The 100% provincially funded HBHC program is a prevention and early intervention program that aims to optimize newborn and child healthy growth and development and to reduce health inequities for marginalized families receiving services.

Program components and adjustments that have been required during and due to COVID-19 pandemic were reviewed. By end of 2021, we anticipate surpassing last year's 2020 program enrollment. There is an increased number of visits per family compared to 2019 and caseload complexities. COVID-19 impacts that have been observed on the program include longer wait times, virtual platform is not optimal, missed opportunities, increased family stress and isolation as well as the need for breastfeeding clinic services.

The HBHC program will continue to ensure full-service delivery, increase community referrals to the program and provide specialized staff training. There will be an ongoing review of delivery model (virtual/in-person) as well as of workload and capacity should the demand for the program increase this fall and winter.

It was pointed out that PHSD had identified HBHC as a priority high risk program that must continue during our COVID-19 response. Although provincial funding has been flatlined, the provincial Ministry of Health has recently provided commendation for the innovative approaches to our HBHC program service delivery.

Questions and comments were entertained relating to the service delivery model and data collection. Kudos were extended to program director, manager and HBHC team for their continued work with the HBHC program.

## **5. CONSENT AGENDA**

- i) Minutes of Previous Meeting**
  - a. Third Meeting – June 17, 2021
- ii) Business Arising From Minutes**
- iii) Report of Standing Committees**
- iv) Report of the Medical Officer of Health / Chief Executive Officer**
  - a. MOH/CEO Report, October 2021

**v) Correspondence**

- a. Early Intervention Services for Children and Families 2021-22 Service Delivery Plan for PHSD
  - Memo from the Ministry of Children, Community and Social Services, dated September 20, 2021
- b. Health System Transformation
  - Letter from the Mayor, City of Hamilton, to the Minister of Health and Long-Term Care, dated September 15, 2021
- c. Vaccination Certificates
  - Letter from the President, Association of Local Public Health Agencies, to the Premier of Ontario dated September 1, 2021
- d. Funding for Infection Prevention and Control
  - Letter from the Board of Health Chair, Chief Executive Officer and the Medical Officer of Health, Northwestern Health Unit, to the Deputy Premier and Minister of Health, dated August 27, 2021
- e. Advocacy for Public Health Funding
  - Letter from the Board of Health Chair, Grey Bruce Health Unit, to the Deputy Premier, dated October 13, 2021
  - Letter from to the Board of Health Chair, Haliburton, Kawartha, Pine Ridge District Health Unit, to the Deputy Premier and Minister of Health, dated September 16, 2021
  - Letter from the Medical Officer of Health, Northwestern Health Unit, to the Deputy Premier and Minister of Health, dated August 27, 2021
  - Letter from the Board of Health Chair, Peterborough Public Health, to the Deputy Premier and Minister of Health, dated August 6, 2021
  - Letter from the Board of Health Chair, Southwestern Public Health, to the Deputy Premier and Minister of Health, dated July 20, 2021
  - Letter from the Medical Officer of Health and Board of Health Chair, North Bay Parry Sound District Health Unit, to Minister of Health, dated June 24, 2021
  - Letter from the Board of Health Chair, Peterborough Public Health, to the Deputy Premier and Minister of Health, dated June 23, 2021
  - Letter from the Board of Health Chair, Simcoe Muskoka District Health Unit, to the Minister of Health, dated June 21, 2021
  - Letter from the Board of Health Chair, Public Health Sudbury & Districts, to the Minister of Health, dated June 21, 2021
  - Letter from the Board of Health Chair and the CEO and Chief Nursing Officer, Windsor-Essex County Health Unit, to the Deputy Premier and Minister of Health and the Premier of Ontario, dated June 17, 2021

- f. Congratulatory Letter – C. Gignac
  - Letter of Congratulations from the Deputy Premier and Minister of Health to Claire Gignac on her reappointment to the Board of Health dated August 19, 2021
- g. Response to COVID-19
  - Memorandum from the Toronto Board of Health, to the Members of Provincial Parliament and Boards of Health, dated August 15, 2021
- h. Ministry of Health’s Regional Associate Chief Medical Officers of Health
  - Memorandum from the Chief Medical Officer of Health dated September 8, 2021
- vi) **Items of Information**
  - a. alPHa Information Break
    - June 21, 2021
    - July 20, 2021
    - August 13, 2021
    - September 20, 2021
  - b. Message from the Boards of Health  
Section Chair, Association of Local Public Health  
Agencies
    - August 30, 2021

#### **26-21 APPROVAL OF CONSENT AGENDA**

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

**CARRIED**

#### **6. NEW BUSINESS**

##### **i) COVID-19 Pandemic Update**

– Dr. Penny Sutcliffe, Medical Officer of Health and Chief Executive Officer  
Dr. Sutcliffe provided a status update on Public Health Sudbury & Districts COVID-19 response, resources, and recovery. It was shared that the Public Health Sudbury & Districts work continues to focus on the COVID-19 response and planning is underway to commence the recovery and restoration.

COVID-19 case status for Sudbury & District and NE Ontario were shared. From March 2020 to October 20, 2021, there have been 2 604 total cases in Sudbury & Districts and there are currently 92 active cases. COVID-19 vaccination coverage rates, broken down by PHSD regions and by age, were reviewed. An overview of the current focus for case and contact management as well as for the vaccination program were provided as well as the anticipated focus and work ahead in these areas.

Resource allocation has been critical to effectively respond to COVID-19. The resources allocated to COVID-19 have been significant, for many months, including redeploying of staff to work at the expense of regular public health programs and services. The COVID-19 work has required an unprecedented quantity of resources, particularly human resources. Dr. Sutcliffe shared the details of staff redeployment to COVID-19 along with statistics indicating the heavy toll the intense and longstanding work is taking on staff wellbeing. A review of temporary staff recruitment was also shared.

Actual and projected COVID-19 expenses total \$33, covered by a combination of the cost-shared budget and the provincial COVID-19 extraordinary funds.

The recovery plan shared with the Board in June has proven to be optimistic. PHSD has been further discussing the ongoing COVID-19 work, implications, and the need to continue to invest in COVID-19 for foreseeable future. There have been tremendous changes in the scope of public health work and increases in workload. PHSD must address the *public health* wait list and mitigate impacts of pandemic and the pandemic response on community health effects.

Planning for 2022 is informed by the 2021 COVID-19 experience; however, the public health response is not feasible with current PHSD staff complement. Also, the health risks associated with cessation/reduction of non-COVID-19 public health programming are increasingly urgent and requires a more sustainable balance between COVID-19 response and OPHS (Ontario Public Health Standards) priority programs. PHSD will work immediately to strike a more sustainable balance between temporary staff recruitment, permanent staff overtime, and the redeployment of permanent staff to COVID-19.

Planning assumptions for 2022 include:

- The intensity of COVID-19 response in 2022 will be at 2021 level until April 2022 followed by gradual reduction over time
- Ministry of Health COVID-19 extraordinary funds will be available to boards of health in 2022 for eligible expenses not covered within cost-shared budget
- Anticipated government relaxation of COVID-19 precautions will increase risk of transmission
- Increased vaccination coverage rates and vaccine eligibility will mitigate the risk of transmission and disease severity

Dr. Sutcliffe concluded by thanking our very own public health heroes who continue to go above and beyond every day.

Questions and comments were entertained and included education and enforcement of public health measures as well as reporting of weekend COVID-19 cases on Mondays. Dr. Sutcliffe committed to reviewing how data is reported on Mondays to ensure clarity for daily confirmed case counts.

The Board of Health observed that the number of resignations and the mental health impact the COVID-19 response has had on staff are concerning. Dr. Sutcliffe shared that this is front of mind. Supports are available for staff and a series of staff training workshops facilitated by an outside agency will be held over the coming weeks.

Dr. Sutcliffe provided clarification regarding vaccine hesitancy and flexibility for public health units to enhance provincial restrictions locally in the event of increased case counts.

It was acknowledged that negative public behaviours have been seen at the vaccine clinics and experienced by the case and contact management staff. PHSD has promoted kindness, patience and treating each other with respect.

Dr. Sutcliffe shared approaches for educating, effective messaging, and reaching specific demographics, including elders and collaborations with partners for these shared responsibilities and strategies which include influencers, social media, and accessibility.

The Ontario Government launched a designated week to focus on supporting vaccination among pregnant and breastfeeding individuals, and those planning to become pregnant. Throughout next week, local messaging will be available on PHSD social media channels. There will also be vaccination clinic opportunities for this population where Public Health Sudbury & Districts staff will be available to answer any questions.

In response to an inquiry regarding the PHSD vaccination policy, it was noted that PHSD is walking its talk with a strong staff vaccination policy that also applies to Board of Health members and overall excellent compliance. The health care sector is not yet subject to provincial vaccination policy; however, is apparently being contemplated.

Dr. Sutcliffe was thanked for her presentation.

**ii) 2021-22 Ministry of Health Funding**

- Briefing Note from the Medical Officer of Health dated October 14, 2021
- Letter from the Deputy Premier and Minister of Health, to the Board of Health Chair, Public Health Sudbury & Districts, dated July 22, 2021

The briefing note provides details regarding base and one-time funding for this fiscal year. This additional information is being shared as these are unusual times. The funding includes significant provincial contribution for the COVID-19 response.

Dr. Sutcliffe was pleased to share that the funding allocation for 2021 has been received per the 2021 Board of Health approved budget for mandatory cost-shared programs and 100% provincially funded programs of with a small increase of \$47,017 to the Smoke-Free Ontario program.

PHSD received approval to carryforward \$606,237 of unspent funds from the Infection Prevention and Control (IPAC) Hub program to 2020/2021. These funds must be spent by March 31, 2022. A funding letter for 2021-22 received yesterday has been included with today's Board of Health addendum. It is hoped that this will become annualized funding.

The one-time mitigation grant to offset the change in funding policy, now in its second year, is being extended a third time for 2022 as first announced at the 2021 virtual Association of Municipalities of Ontario (AMO) conference on August 18, 2021.

Reconciliation of the COVID-19 expenses continues and it is expected that provincial funding will be released shortly for additional extraordinary expenses.

**7. ADDENDUM**

**27-21 ADDENDUM**

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

**CARRIED**

**DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**i) 2021-22 IPAC Hub Funding Letter**

- a) Letter from the Deputy Premier and Minister of Health, to the Public Health Sudbury & Districts Board of Health Chair, dated October 19, 2021

Shared for information, as discussed under 6 ii)

**ii) Advocacy for Public Health Funding**

- a) Letter from the Board of Health Chair, Simcoe Muskoka District Health Unit, to the Minister of Health, dated October 21, 2021

In addition to the letters under 5 v e), a letter from Simcoe Muskoka District Health to the Minister advocating for COVID-19 mitigation funding has been received since the Board of Health agenda package was released. This advocacy aligns with a letter sent to the Minister by our Board of Health Chair following the June Board of Health meeting.

**iii) alPHa Fall Symposium and Boards of Health Section Meeting, November 19, 2021**

- a) Draft Symposium Program “Ontario’s Public Health System Response & Recovery”  
b) Draft Board of Health Section Meeting Agenda

Board of Health members interested in attending the virtual alPHa fall symposium, November 19, 2021, are asked to advise R. Quesnel via email, [quesnelr@phsd.ca](mailto:quesnelr@phsd.ca).

**iv) alPHa Information Break Newsletter dated October 21, 2021**

The alPHa newsletter, received today, is shared for information.

**8. ANNOUNCEMENTS**

- Board of Health members were invited to complete the survey in BoardEffect for today’s Board of Health meeting.
- The next Board of Health meeting will be held on Thursday, November 18, 2021, at 1:30 p.m.

**9. ADJOURNMENT**

**28-21 ADJOURNMENT**

***MOVED BY GIGNAC – THAIN: THAT we do now adjourn. Time: 2:58 P.M.***

**CARRIED**

\_\_\_\_\_  
(Chair)

\_\_\_\_\_  
(Secretary)



ASSIGINACK PUBLIC LIBRARY BOARD MEETING

OCTOBER 26, 2021

Present: Irma, Lori, Jane, Kari, Les and Deb

Regrets: Christianna

The meeting was called to order at 4:55 by the board chair

09-21 Lori, Jane

That the minutes of the Board Meeting August 11, 2021 be approved as presented.

Carried

10-21 Lori, Kari

That the financial reports of the Board Meeting August 11, 2021 be approved as presented. Attached

Carried

11-21 Jane, Kari

That the Librarian's Reports for August and September 2021, attached, be accepted. Attached

Carried

Old Business.....APL Covid Re-opening Plan

12-21 Jane, Lori

Two policies regarding opening of the library for public use have been prepared by the Librarian, a Vaccination Policy and a COVID Reopening Plan. Board members reviewed and approved these documents, which will now be forwarded to the Township of Assiginack Council for its review and approval.

Carried

New Business

Deb will work with our technical advisor to update our ResourceMate Circulation System, COVID Vaccine Scanner and PDF Updates as required.

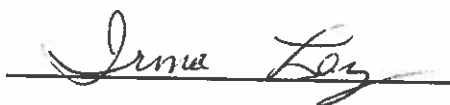
Other

Coming Events

Haunted Houses.....October 29, 7:30-9 pm, Maps at Arena...\$5.00

Next meeting December 14 @ 5:00 at the library

13-21 The meeting was adjourned at 5:22 with a motion by Lori



**ASSIGINACK PUBLIC LIBRARY**  
**LIBRARY BOARD**

**VACCINATION POLICY**  
**CORONAVIRUS – (COVID 19)**

**APPROVED MOTION: # 12/21**

**DATE: October 26, 2021**

**CHAIRPERSON'S SIGNATURE:** 

**LIBRARIAN/CEO SIGNATURE:** 

**The Assiginack Public Library is committed to workplace safety and to protecting our employees, volunteers and our patrons from the hazards of COVID-19. This policy is a measure to reduce the risks of the hazards of COVID-19 and may be amended as new Public Health Directives and/or Provincial or Federal Government Legislation, Regulations and/or Orders are formalized.**

**The Assiginack Public Library requires all employees, volunteers, patrons and other people entering the Library to be fully vaccinated against the hazard of COVID-19 in order that the Library can support the health and safety of our workplace and our Community.**

**Everyone must provide proof of full vaccination against COVID-19. Acceptable proof includes documentation verifying receipt of a vaccination series (ie. Pfizer-Biotech, Moderna, AstraZeneca or Johnson & Johnson) approved by the World Health Organization and by Health Canada. The list of accepted vaccines may expand in the future. Fully vaccinated means that it has been at least 14 days since receiving a second dose of the accepted two dose vaccines/ or the single accepted dose of Johnson & Johnson.**

**Documentation (certificate/passport) will be issued from Health Canada for every person that has received their full vaccination when requested. This vaccine documentation will be available in the near future and will have to be shown at restaurants, gyms, concerts, auditoriums, Libraries and all scheduled events.**

**If there are employees, volunteers, patrons and other people entering the Library who are unable to be vaccinated they must provide written proof of a medical reason from a physician or nurse practitioner that sets out the medical reason for not being fully vaccinated against COVID-19 and the effective time-period for the medical exemption.**

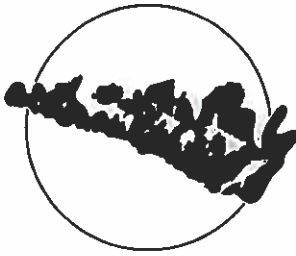
**The Assiginack Pubic Library will continue to provide Curbside Library Service for people who are not vaccinated,**

**All employees, volunteers, patrons and any person entering the Library must also continue to wear appropriate masks and maintain physical distancing as required. Everyone entering the Library must also be signed in for tracing purposes.**

**Providing proof of full vaccination against COVID-19, as per this policy, is a condition of employment with the Assiginack Public Library for any future staff hiring.**

**ASSIGINACK PUBLIC LIBRARY**  
**(COVID) REOPENING PLAN**  
**August 2021**

- 1) Days open will remain Tuesday and Saturday (10 am – 4 pm).  
This will allow for more intensive cleaning between open days. It will also continue to facilitate those who prefer to remain using Curbside Services at this time.
- 2) Everyone entering the Library must wear a mask and use the Hand Sanitizer that will be made available to those entering the Library. Patrons will also sign in at the door in the event of a need to Contact Trace.
- 3) There will be a maximum in-Library visit time of 25 minutes. Patrons will be encouraged to make their selection of borrowed materials before using Internet. The Internet is available to them outside the building and in the parking lot all the time if they need more time on-line.
- 4) The outside Book Drop will remain closed at this stage – returns will continue to come in via the Blue Bin placed outside the front door when the Library is open.
- 5) According to the Covid Capacity Equation:  
There can be one person in the Young Adult Room and one person in the Childrens' Room (the only exception would be a parent or sibling could be in there with them).  
There can be five persons in the Adult Stacks Area – markers will be in place to ensure safe distancing.  
There will be one chair designated to each the two large tables in the Adult Stacks Area. That allows for safe distancing measures.  
One person at a time will be allowed at the checkout desk. Books being returned will be isolated until the next Library shift at which time they will then be sanitized and re-shelved.
- 6) The Meeting/Maker-space will not be available during this phase of reopening.
- 7) The Washroom will also not be available to the public. It will be a Staff only Washroom for the time being.
- 8) The Library's free access Internet is on 24 hours a day and has been on since March 15, 2020. People have a personal devices that they use to access our Internet. It is accessible on personal devices outside and around the building as well as from vehicles in the parking lot. Our public-access computer will not be available at this time.
- 9) The door handles, door-open push pads, tables, chairs and counter tops will be cleaned when necessary throughout the shift and at the end of each shift.
- 10) We must follow Local Health Regulations. In the unfortunate event of the return of closures and shutdowns to the public, we can immediately reinstate full Curbside Service for all patrons.
- 11) Staff members will be masked when patrons are in the Library. They may however work unmasked in designated Staff Only areas of the Library.



RECEIVED  
NOV 03 2021

October 27, 2021

**MINUTES OF PLANNING BOARD MEETING - OCTOBER 26, 2021**

During a meeting of the Manitoulin Planning Board on Tuesday, October 26<sup>th</sup>, 2021, held electronically, the following Members of Planning Board were present:

- |    |             |    |              |
|----|-------------|----|--------------|
| 1. | L. Hayden   | 6. | R. Brown     |
| 2. | K. Noland   | 7. | T. Mackinlay |
| 3. | E. Russell  | 8. | D. McDowell  |
| 4. | R. Stephens | 9. | D. Osborne   |
| 5. | D. Head     |    |              |

Regrets: I. Anderson

Also present during the teleconference were:

R. Halliday, agent and S. Doane, applicant, for Consent to Sever File No. B18-21;  
J. Bailey, interested party, for Consent to Sever, File No. B24-21;  
E. and L. Thiessen, applicants, for Consent to Sever File No. B25-21;  
B. and A. Murphy, applicants, for Consent to Sever File No. B26-21;  
D. Ellis, applicant, request for the consideration proposed Consent to Sever Application;  
D. Watts, interested party; and  
T. Sasvari, reporter, Manitoulin West Recorder.

There were no other interested parties or members of the general public or press that participated in the meeting.

The electronic Meeting was called to Order at 7:03 p.m. by Chair R. Stephens, who welcomed all present. Chair Stephens conducted a roll call to confirm a quorum of the Board.

The Chair asked if there were any Board Members who wished to declare a conflict of interest with any of the items listed on the agenda or having to do with the previous Board Meeting of September 28<sup>th</sup>, 2021.

T. Mackinlay declared a conflict with Consent to Sever, File No. B27-21.

There were no other conflicts declared.

1. ORDER OF BUSINESS

The Chair requested the adoption of the order of business.

The following motion resulted:

MOTION

It was moved by K. Noland and seconded by T. Mackinlay that the Order of Business be adopted,  
- Carried.

2. MINUTES OF PREVIOUS BOARD MEETING - September 28, 2021.

The Chair announced that the Minutes of the Board Meeting held on September 28<sup>th</sup>, 2021 had been circulated to all Board Members and requested that any errors or omissions be stated.

MOTION

A motion was moved by L. Hayden and seconded by R. Brown that the Minutes be adopted, as circulated,  
- Carried.

BUSINESS ARISING FROM THE MINUTES OF THE PREVIOUS BOARD MEETING  
- September 28<sup>th</sup>, 2021

There was none.

Board Minutes  
October 26<sup>th</sup>, 2021

### 3. VARIABLE EXPENDITURES

Chair Stephens asked if the amount for the Validation of Title is an expense of the Planning Board or invoiced to the applicant for the application? The Secretary-Treasurer explained that this invoice is a Planning Board Expense to obtain a legal opinion. There were no other questions of the variable expenditures as circulated.

#### MOTION

It was moved by R. Brown and seconded by T. Mackinlay that the variable expenditures be accepted as presented,

- Carried.

### 4. PRESENTATION OF APPLICATIONS FOR CONSENT

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

The Secretary-Treasurer conducted a role call to confirm those in attendance for the electronic meeting.

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

### 5. GENERAL, REGULAR AND NEW BUSINESS

- i) 1. Request for Consideration - Proposed Consent to Sever  
Location: Lot 29, Conc. VIII, Township of Billings

The Secretary-Treasurer reported that Mr. Ellis, applicant, was requesting the Board's support for a proposal to create four (4) new lots together with right-of-way, and retain one (±28.6 Hec.) parcel which will include the right-of-way. If approved, the two existing dwellings would each be within a separate lot and not together on one (bigger) lot. The lots as proposed are large enough to split again (+46 M. Frontage & +0.4 Hec.). The Planning Board have in the past approved the creation of four (4) new lots and retained a larger parcel in the Township of Billings. A condition of the Consent to Sever approval was that there was an approved Amendment, restricting the frontage and size of the new lots to remain as surveyed (i.e. could not be severed again). The Municipality did not advise of any concerns and are in favour of the Amendment as a condition of the consent approval. The Public Health Unit have no concerns with the proposal.

During consideration of the development proposal, discussion included:

*- if the right-of-way should have a cul-de-sac at the end for a turnaround if in the future the Township takes ownership; this could be a condition of consent approval; Township is not obligated to take ownership at this time; Part 11, Plan 31R-237 (at the north-west) is subject to access in favour of the subject land; if Lake Kagawong is at capacity; Lake Kagawong has not been designated as an "at capacity" lake; new lots may still be permitted; larger lots are good on the shoreline; concerns with the number of lots by the Consent process; concerns with the shoreline lots being split again; concerns with stretching the number to four lots on a right-of-way; Townships need to look at a 'Cash-in-Lieu' By-law, they are missing out on obtaining funds to support the Townships; in favour of an amendment that restricts the size of the lots as surveyed which would prohibit further lot creation; in favour of a note to be added that no further development by Consent process; this is just a preliminary review of the proposal; further consideration will be given at formal circulation stage.*

Mr. Ellis, applicant, was present during consideration of his development proposal. He thanked the Board for considering his application and advised that he had nothing further to add.

The general consensus of the Board is that there is support 'in principle' for the application with an approved Zoning-By-law Amendment to restrict additional lot development and a note on the Decision of Planning Board that no additional severances would be considered by the Consent to Sever process and that the Board would consider the application further when the application is put into formal circulation.

Board Minutes  
October 26<sup>th</sup>, 2021

5. GENERAL, REGULAR AND NEW BUSINESS - continued

- i) 2. Request for Consideration - Proposed Consent to Sever  
Location: Part Lot 20, Conc. V, Lot 17, Subdivision Plan M-173  
Township of Carnarvon

The Secretary-Treasurer explained that Mr. Legge and Ms. Wilson, applicants, are requesting the Board 's support to create a new (±929 sq. m.) lot and retain a (±929 sq. m.) lot , each of which will contain half of the existing semi-detached dwelling. Municipal water and sewers are available for the subject land(s). Zoning By-law No. 2002-07 for the Municipality of Central Manitoulin requires a minimum lot size in a Hamlet Residential Zone of 800 sq. m. and requires a minimum frontage (on Bay Street) of 20 metres and a minimum side yard setback requirement of 3 metres. A condition of the Consent to Sever approval would be that there is an approved Zoning By-law amendment permitting a reduced side yard setback from 3 metres to 0 metres which is a variance of 100% and a reduced frontage from 20 metres to 15.24 metres, which is a variance of almost 24%. The Municipality of Central Manitoulin have advised that they support the Consent to Sever proposal and the Amendment proposal.

During consideration of the development proposal, discussion included:

*- not typical for Manitoulin Island; building is probably not in the middle of the lot; could have the 15.24 m. frontage with a crooked lot line to the building; could be overcome if building is not in the middle of the lot; existing building; could be problems with the middle of the studs; would like to have written reasons why the Municipality supports this; would a bank give a mortgage?; seen lots like this in the City; like a condo operation; see issues down the road with sharing; roof replacement; need to have a (landowners) agreement in place to avoid issues later; maybe the first application like this on Manitoulin Island but not unheard of; usually get a survey first and then build; did the applicants know they were going to sever the lot before the semi-detached was built?; could a property standard by-law address mutual agreements?; the buyer(s) of the lot(s) would be aware of the situation; the minimum lot frontage in a Hamlet residential Zone is 20 metres; Municipality of Central Manitoulin supports; a survey will need to be done as a condition of the Consent to Sever Application; get the survey done ahead of time; good idea to determine the location of the building before the application is received; no guessing later; support having a surveyor prepare the sketch for the application.*

Ms. Wilson and Mr. Legge, applicants, were invited to attend the electronic meeting, however were not present.

The general consensus was that there is support 'in principle' of the application as proposed, conditional on an approved Zoning By-law Amendment permitting a reduced frontage and setback for the proposed severed and retained land. Also, a surveyor's sketch is to be prepared and submitted with the Consent to Sever Application to identify the location of the existing dwelling within the existing lot, and the Board would consider the application further when the sketch has been received and the application has been put into formal circulation

5. ii) Proposed 35 Lot Plan of Subdivision  
Location: Lots 26 and 27, Conc. VII and Lots 24, 25 and 26, Conc. VIII  
Township of Barrie Island  
Municipality of Gordon/Barrie Island

The Secretary-Treasurer reported that an Application for Plan of Subdivision had been received from 1927402 Ontario Inc. There are a couple of items she was waiting on for a complete application and that it would be presented to the Board soon; likely at the January 2022 Board Meeting. There have been no appeals to the Official Plan Amendment or the Zoning By-law Amendment Application which were approved by the Municipality of Gordon/Barrie Island in September 2021, for the subject land. These applications were required to redesignate and rezone the property appropriately for seasonal residential uses. L. Hayden, Board Member and Reeve for the Municipality, advised that there have been some discussions with the applicants regarding the Plan of Subdivision application and some conversation regarding ownership of the lands that are zoned Conservation.

Board Minutes  
October 26<sup>th</sup>, 2021

5. GENERAL, REGULAR AND NEW BUSINESS - continued

iii) Workplace and Public Meeting Vaccination Policy

The Secretary-Treasurer advised the Board that she would like to draft a Workplace Vaccination Policy for the Planning Board Office for consideration of the Board at the next Board Meeting. She felt that there should be an Office protocol in place to deal with the Public and Public Board Meetings, and staff members, if and when the meetings get back to in-person meetings. She is gathering information at this time, and she would welcome any comments from the Board Members or the Municipalities if they are considering a similar Office policy.

The Board did not have any objections to reviewing a draft policy at the next Board Meeting.

iv) November Board Meeting

The Secretary-Treasurer advised that there are five Tuesdays in November and generally the Board doesn't meet in December. She requested the Board's support to cancel the December Board Meeting and have the November Board Meeting on the 5<sup>th</sup> Tuesday, being November 30<sup>th</sup>, 2021 and that this meeting be an in-person meeting.

There was discussion of an in-person meeting vs an electronic meeting and the pros and cons of each and if an in-person meeting could accommodate the Public.

The following motion resulted,

MOTION

It was moved by L. Hayden and seconded by D. Osborne that the December 2021 Board Meeting be cancelled; that the next Board Meeting is to be held on Tuesday, November 30<sup>th</sup>, 2021; and that the November Board Meeting shall be an in-person Board Meeting.  
- Carried.

PRESENTATION OF APPLICATIONS FOR CONSENT TO SEVER

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

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

The Chair then asked if any Board Members have or wish to declare a "Conflict of Interest", at this meeting or previous meeting.

T. Mackinlay declared a conflict of interest for Consent to Sever File No. B27-21.

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

		<u>Moved By</u>	<u>Seconded By</u>
1.	B18-21	D. McDowell	D. Head
2.	B22-21	L. Hayden	E. Russell
3.	B24-21	K. Noland	L. Hayden
4.	B25-21	T. Mackinlay	R. Brown
5.	B26-21	E. Russell	K. Noland
6.	B27-21	K. Noland	L. Hayden

MOTION

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



Board Minutes  
October 26<sup>th</sup>, 2021

Application File No.: B18-21 No. of Members Present: 9  
Date of Decision: [August 24, 2021 - deferred] [September 28, 2021- deferred]  
October 26, 2021  
Location of Property: Part Lot 24, Conc. X, Surveyed as Parts 1 to 9, Plan 31R-3902 and  
Parts 3, 4, 5, 6, and 11, Plan 31R-1319, Township of Sandfield,  
Municipality of Central Manitoulin District of Manitoulin

### **DECISION**

The purpose of this application made under Section 53(1) of the Planning Act by Barbara and Steve Doane is to provide for the creation of a new lot, located at #147 Dryden's Lane, (which includes Parts 4 & 5, Plan 31R-3902), having a frontage of  $\pm 64.6$  M. on Lake Manitou and an average depth of  $\pm 202.9$  M., thereby containing a minimum area of 0.4 Hec. This proposed new lot will be together with right-of-way over the retained land to Gibraltar Road, a maintained municipal road. The applicants' dwelling and accessory garage are located on this proposed new lot. The applicants propose to offer this land for sale for continued residential uses.

The land to be retained, located at #141 Dryden's Lane, and #4498 Hwy 542, has frontages of  $\pm 11.5$  M. and 30.5 M. on Lake Manitou,  $\pm 720.4$  M. on Gibraltar Road, a maintained municipal road, and  $\pm 939.8$  M. on Highway No. 542, a provincially maintained Highway, and an average depth of  $\pm 585.6$  M., thereby containing an area of  $\pm 50$  Hec. This land is subject to right-of-way over Parts 2, 7, and 8, Plan 31R-3902 (see MD6312). The subject land abuts a private right-of-way along the easterly boundary, known as Cannard's Lane. There is an existing house trailer/mobile home and garage located within this land along Lake Manitou, and three barns located along the Hwy. According to the application the house trailer is to be removed.

The subject land, with various survey plans, was originally three (3) separate parcels of land. The parcels have merged together as one larger parcel of land under the Planning Act, when they were registered under the same (joint) ownership.

There has been a previous Consent File, No. File No. B23-12, that provided for a lot addition of Parts 1 to 9, Plan 31R-3902 added to Parts 3, 6, and 11, Plan 31R-1319, which is the land subject to the current application. A copy of land transfer MD 6312 and MD 11205 accompanied the application for the transfer and consolidation of Parts 1 to 9, Plan 31R-3902 and Parts 3, 6 & 11, Plan 31R-1319 to Mr. and Mrs. Doane in 2012.

There have also been four previous applications for Consent, File No's B17-79, B14-80, B98-81 and B30-83 that provided for lot additions to lots fronting on Lake Manitou, and rights-of-way, within Lots 23 and 24, Conc. IX, by a previous owner.

During the preliminary review of the application, Mr. Halliday, agent for the application, was advised that the proposed new lot, surveyed as Parts 4 and 5, 31R-1319 was only  $\pm 0.28$  Hec. in size and would not conform to the minimum size requirement of 0.4 Hec. in a Shoreline Residential (SR) Zone. The applicants therefore submitted their application which included additional land of 0.12 Hec. to conform to the minimum lot size requirement.

This application was circulated on June 22<sup>nd</sup>, 2021 to the Wiikwemkoong Unceded Territory and to the United Chiefs and Councils of Mnidoo Mnising (UCCMM), as per Official Plan Policy F.5 - Consultation and Engagement.

Saul Bomberry, UCCMM, advised via email on July 8<sup>th</sup>, 2021 that they have no comments or concerns.

The Wiikwemkoong Unceded Territory advised via email on June 22<sup>nd</sup>, 2021 that they have no concerns with the application.

According to the application, services consist of private individual septic systems and private well(s). No new services are proposed at this time.

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

Access for the severed land will be via private right-of-way over the retained land, surveyed as Parts 9, 10, & 11, Plan 31R-1319 and Part 7, Plan 31R-3902, known as Dryden's Lane, to Gibraltar Road, a maintained municipal road. Access for the retained land will also be over Dryden's Lane to Gibraltar Road, as well as via an existing entrance #4498 Hwy 542.

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No. B18-21 - continued  
August 24, 2021

The subject land has been designated Shoreline Area and Rural Area and zoned Shoreline Residential (SR), Rural (R) and Agriculture (A). Residential uses are proposed to continue for the severed land and farm related residential uses are proposed to continue for the retained land. The proposed new lot is within a Shoreline Area and a Shoreline Residential Zone.

The Ministry of Natural Resources and Forestry (MNRF) have advised that Lake Manitou is a provincially significant lake trout lake and is sensitive to any shoreline development that would result in a net loss of fish habitat. Lake Manitou has been designated as an "At Capacity" Lake in the Official Plan for the District of Manitoulin.

Official Plan Policy under Section D.1.1 LAKE CAPACITY states:

*' Development adjacent to a water body shall be defined as land within 300 linear metres from the high water mark of a lake or permanently in-flowing tributary.*

*The following policies apply to all in-land Lakes:*

1. *Where lakes and other water resources are determined to be at capacity or a sensitive resource, the creation of new lots, through the consent process or by plan of subdivision, will only be permitted within adjacent to a water body under limited circumstances as outlined in D.1.1.2.*
2. *Where any development (including the creation of a new lot) is proposed adjacent to a water body where the Provincial Water Quality Objective for phosphorous or other standards set by the province for dissolved oxygen are exceeded, one of the following conditions must be satisfied:*
  - a. *the severance is to separate existing habitable dwellings, each of which would be on a lot that is capable of supporting a Class 4 sewage system, provided that the land use would not change and there would be no net increase in phosphorus loading to the lake,*
  - b. *all new septic system tile fields are located such that they would drain into a drainage basin that contains lakes which are not at capacity;*
  - c. *all new tile fields are set back at least 300 metres from the shoreline of the lake or permanently flowing tributary to the lake; or*
  - d. *the effluent pathway from a tile field would flow in a manner for a distance of at least 300 metres to the lake. This must be supported by a report prepared by a qualified professional that is a licensed member of the Association of Professional Geoscientists of Ontario or a licensed member of the Professional Engineers of Ontario who is qualified to practice geoscience and is satisfactory to the municipality, Planning Board, and any applicable provincial agency. '*

Official Plan Policy under Section F.4.4.2 - Consents - states, in part under 5.b) and c):

- b) *Notwithstanding the foregoing policy, water-oriented development, which is lands within 300 metres of a water body, shall have a minimum lot frontage of 46 metres and a minimum lot area of 0.4 hectares. Where development is proposed that intends to create five or more lots, pursuant to the requirements of Section F.4.4.2.1, lot sizes should average approximately 1.0 hectare, with no lot below 0.8 hectares unless a hydrogeological study has been prepared that demonstrates the area is not hydrogeologically sensitive and there will be no threat to human health and safety.*
- c) *The proposed lots will comply with the provisions of the local Zoning By-law. '*

The proposed new lot and the proposed retained lot have existing dwelling and existing septic system. Therefore Official Plan Policy D.1.1.2 a) has been satisfied.

Zoning By-law No. 2002-07 for the Municipality of Central Manitoulin under the Shoreline Residential (SR) Zone, requires a new lot to have a minimum frontage of 45.5 metres and an area of 0.4 Hec.

The proposed new lot and the proposed retained lot have the required frontage and area. Therefore Official Plan Policy F.4.4.2 b) and c) have been satisfied.

From information available, the subject land does not appear to have any natural heritage features or species at Risk concerns. This proposal is considered to be in conformity with the Provincial Policy Statement (PPS) 2020.

The application was circulated on August 5<sup>th</sup>, 2021 to the Municipality of Central Manitoulin, Bell Canada, and to all property owners within 60 metres and by the posting of a notice, clearly visible and legible from a public highway or other place to which the public has access, as required by Ontario Regulation 197/96.

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No. B18-21 - continued  
August 24, 2021

The Municipality has recommended that Consent be granted and advised by letter, dated August 10<sup>th</sup>, 2021:

*'The Council for the Municipality of Central Manitoulin wishes to state that no renovations or alteration can occur on any buildings that are located on the Municipal Manne Allowance as outlined in the Municipality's Comprehensive Zoning By-law.'*

The Secretary-Treasurer reported to the Board Members that she had received numerous e-mails that afternoon from the land owners, Mr. and Mrs. Doane, the authorized agent, Mr. Halliday and Mr. Talbot, Barrister and Solicitor. She read the following email which had been copied to the Board Members late in the day, prior to the Board Meeting:

' Good afternoon,

Mr. Doane, Mrs. Doane, Mr. Halliday and Mr. Kuchtaruk

REF: Application for Consent to Sever - File No. B18-21

If I understand the emails that I received this afternoon:

Mr. Doane would like the Board to consider a deferral of the application to allow him more time, to decide if he wants to create a new lot or not. He states that he wishes to withdraw the application as part owner of the subject land.

Mrs. Doane would like to move forward with a Board decision on the proposed severance to create a new lot, as part owner of the subject land.

Mr. and Mrs. Doane have both authorized Mr. Robert Halliday to act as agent for the application.

This is quite the dilemma. Mr. Halliday is not sure how to proceed. I also am not quite sure how to proceed either.

I will present the application as proposed. The Board Members will make a Decision to approve, refuse, or defer Decision for File No. B18-21.

Please note that if the Board should approve the application, as proposed, there will be conditions attached that are required to be fulfilled within one year. If the conditions are not fulfilled within the one year time period, the application will lapse and the property will remain as present.

Both Mr. and Mrs. Doane, the current landowners, will need to sign off on the transfer of the new lot, so each will have the option of moving forward or not in the completion for the creation of the new lot.

Standard conditions of the Consent to Sever approval are:

A survey, proof of taxes paid for the severed and the retained land; proof that access is travelable by emergency vehicles to a maintained township road; a certification fee (for the new deed) of \$125.00.

Also please note that if the Planning Board gives conditional approval of the application, there is provision under the Planning Act for a 20 day appeal period to appeal the Decision of Planning Board to the Ontario Land Tribunal (OLT).

Our Board Meeting is at 7:00 p.m. tonight. This is an electronic meeting and it may be in your best interest to be present during consideration of the application. You will be muted during the Board Meeting and only be unmuted if asked to speak by the Chair.

I give below the information to connect to our electronic meeting

Please note:

I will need to know who is participating in the meeting and if you are joining via internet or via phone and what that contact information is. This will assist me with preparing the Board Minutes.

Here is the info to join our Board Meeting this evening, Tuesday, August 24<sup>th</sup>, 2021 at 7:00 p.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/81033193542?pwd=T285R1NGaWl2L0NDclUwTONlSHFXZz09>

Meeting ID: 810 3319 3542 Passcode: 500703

OR Dial by your location +1 204 272 7920 Canada or +1 438 809 7799 Canada'

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

The Secretary-Treasurer reported that the emails received that afternoon had not been provided to the Board, due to the lateness of their receipt. Land owners, Mr. and Mrs. Doane, the authorized agent, Mr. Halliday, and Mr. Talbot, Barrister and Solicitor had advised that they wished to participate in the electronic Board Meeting.

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No. B18-21 - continued  
August 24, 2021

Chair Stephens requested comments from Robert Halliday, authorized agent for the application. Mr. Halliday explained that the application was signed by both land owners authorizing him to act for the application but he was in a difficult situation as Mrs. Doane wished to proceed with the application while Mr. Doane had requested a deferral. He asked the Board to consider the comments from both land owners, Mr. and Mrs. Doane in order to consider a Decision on the application for the creation of a new lot.

Mrs. Doane, Mr. Doane and Mr. Talbot spoke to the application and provided their comments in support of moving forward with the application vs deferring the application.

The Board considered the Secretary-Treasurer's email, the comments received and whether to approve, refuse, or defer the application.

Monique Levesque, interested party, was in attendance during the electronic meeting.

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

Chair Stephens requested the Secretary-Treasurer to present the conditions of the Consent to Sever approval.

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

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

Accompanying the transfer documents shall be:

- i) a reference plan of survey, which bears the Land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel(s), and right-of-way having a minimum width of 20 metres, to which the consent approval relates;
- ii) a written confirmation from the municipality that the access from the proposed severed land to the maintained municipal road, known as Gibraltar Road, has been constructed to a standard for travel by emergency vehicles satisfactory to the Municipality;
- iii) a fee of \$125.00 for each Transfer of Land submitted for Certification; and
- iv) a written confirmation from the municipality that all outstanding municipal taxes have been paid.

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

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

In consideration of the information presented and after a lengthy discussion, a motion was made and duly seconded that the application be deferred until the next Planning Board Meeting to allow the land owners, their agent, and their Legal Council time to try and come to an amicable agreement regarding the application proposal.

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No. B18-21 - continued  
September 28<sup>th</sup>, 2021

**September 28, 2021**

A request for a copy of the Decision of Planning Board was received from M. Seminiuk, acting lawyer for the potential buyer of the proposed new lot, on September 7<sup>th</sup>, 2021. It was explained to him that the Decision had been deferred until the September Board Meeting.

Chair Stephens asked Mr. Halliday if he was the agent for the application that was before the Board tonight for both Mr. and Mrs. Doane. He explained that it was debatable as he was the agent acting for Mrs. Doane, but that Mr. Doane had temporarily withdrew his consent for him to go forward with the application at tonight's meeting. Mr. Halliday requested the Board defer the application until the October Meeting so some things can be put in place properly. He stated that both Mrs. and Mr. Doane were in agreement with a deferral.

Mr. Doane was present during the meeting and spoke to the application and expressed that he did not believe that the application should be back before the Board at this (September) meeting; he believes it will be ready for next month; he explained his view on temporarily removing his consent for the application to proceed with tonight's meeting.

Mrs. Doane was not present.

Murray Arnold, interested party, was in attendance.

Board Member, T. Mackinlay, asked if there were any time limits to when the Planning Board needed to make a Decision. The Secretary-Treasurer explained that under the Planning Act, a Decision is to be made within 90 days or is open to an appeal. In this case, 90 days would be the first week of November.

The Secretary-Treasurer reported that at the last Board Meeting, held on August 24<sup>th</sup>, 2021, there had been a defeated motion that had been omitted in error from the Board Minutes. A motion was made and duly seconded to approve the application. That motion was defeated when 5 of the 9 Board Members did not agree with the motion to approve the application. Then a motion had been made to defer the application until the next Planning Board Meeting (see motion from August 24<sup>th</sup>, 2021 Board Meeting above).

Discussion resulted in the general consensus of the Board Members that they did not have any issues with another one month deferral.

It was moved and duly seconded that the application be deferred until the next Planning Board Meeting.

**October 26, 2021**

The Secretary-Treasurer reported that Mr. Halliday, agent for the application, had advised via email on October 14<sup>th</sup>, 2021 that Mr. Doane, applicant, was in agreement with bringing the application before the Board this month and that they both would like to have access to the electronic meeting.

Mrs. Doane advised via email on October 25<sup>th</sup>, 2021 that she would not be attending the Board Meeting.

The Secretary-Treasurer asked if the Board required her to present the application and/or the conditions of the consent to sever application again. She was asked to read the conditions of the consent to sever approval once again.

**Consent is tentatively granted subject to the following conditions:**

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

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

Accompanying the transfer documents shall be:

- i) a reference plan of survey, which bears the Land Registry Office registration number as evidence of its deposit therein, illustrating the parcel(s), and right-of-way having a minimum width of 20 metres, to which the consent approval relates;

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No. B18-21 - continued  
October 26, 2021

- ii) a written confirmation from the municipality that the access from the proposed severed land to the maintained municipal road, known as Gibraltar Road, has been constructed to a standard for travel by emergency vehicles satisfactory to the Municipality;
- iii) a fee of \$125.00 for each Transfer of Land submitted for Certification; and
- iv) a written confirmation from the municipality that all outstanding municipal taxes have been paid.

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

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

Chair Stephens requested comments from Mr. Halliday and from Mr. Doane and both stated they had no additional comments.

In consideration of the information provided and the discussion had, the Board considered they had the information necessary to make a Decision on the development proposal.

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No.: B22-21 No. of Members Present: 9  
Date of Decision: [September 28, 2021-adjourned] October 26, 2021  
Location of Property: Part Lot 8, Conc. XV, including Part 1, Plan 31R-3984 and Part 4, Plan 31R-1556, Township of Assiginack, District of Manitoulin

### DECISION

The purpose of this application made under Section 53(1) of the Planning Act by Elwood, Eddy and Merlin Sagle is to provide for right-of-way over Lonesome Pine Trail, an existing travelled private road, surveyed as Part 4, Plan 31R-1556, and Part 1, Plan 31R-3984 having a width of  $\pm 20$  M. (except where it passes the existing structures), and a length of  $\pm 995$  M., thereby containing an area of  $\pm 2.0$  Hec. This right-of-way is proposed to be in favour of land surveyed as Parts 1 & 2, Plan 31R-524 (also described by PIN 47131-0233), owned by Mr. and Mrs. Butler.

The land to be retained, has frontages of  $\pm 405$  M. on Slash Road, a maintained municipal road, and  $\pm 135$  M. on South Bay of Lake Huron, and an irregular depth, thereby containing an area of  $\pm 40.4$  Hec. According to the application there is a dwelling, a hunt camp, a sugar camp, an accessory shed and several barns located on this land.

There has been two previous applications for consent.

File No. B14-16, which provided for right-of-way in favour of land surveyed as Parts 1 & 2, Plan 31R-2240; and

File No. B21-14, which provided for right-of-way in favour of land surveyed as Part 3, Plan 31R-1556.

There have also been two (2) previous applications for consent involving the subject land, by Lealand Sagle, the previous owner.

File No. B76-85 provided for the creation of a new lot, surveyed as Parts 1 and 2, Plan 31R-1556; and

File No. B138-90 proposed the creation of a new lot, however due to discrepancies of the measurements and details of the subject land, this application was refused.

The other shoreline development was prior to subdivision control, including the lot subject to this application.

Access is via Slash Road, a maintained township road and private right-of-way known as Lonesome Pine Trail. The right-of-way has a minimum width of 20 metres excepting the north part of Part 4, Plan 31R-1556 which has a width of  $\pm 11.24$  metres due to the location of the existing buildings.

Services consist of private well and private individual septic system. No new services are required as a result of this application for right-of-way.

The subject land has been designated Rural Area and Shoreline Area and zoned Agricultural (A), Rural (R), and Shoreline Residential (SR). The proposed application for right-of-way is considered to have little or no impact on existing agricultural uses.

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

This proposal is considered to be in conformity with the Provincial Policy Statement (PPS) 2020.

This application was circulated on September 9<sup>th</sup>, 2021 to the Municipality of Assiginack, Bell Canada, and to all property owners within 60 metres. The posting of a notice, clearly visible and legible from a public highway or other place to which the public has access, as is required by Ontario Regulation 197/96.

The Municipality advised they have no concerns and recommend consent be given.

Bell Canada have not provided any comments or concerns regarding the application, or requested additional time to do so.

There was one inquiry from a circulated property owner, Mr. Purdy, requesting additional information. He advised he had no concerns.

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No.: B22-21- continued  
October 26, 2021

There were no other inquiries or concerns received as a result of circulation to property owners within 60 metres and/or the posting of notice.

The Secretary-Treasurer explained that Mr. Keatley, agent for the application, had not posted the signage on the property a minimum of 14 days prior to consideration of the application for the September 28<sup>th</sup>, 2021 Board Meeting, which is required by Ontario Regulation 197/96. The application had been adjourned at the September Meeting and was recirculated for the October Board meeting. The posting of the signage was confirmed by Gord Keatley, agent for the application.

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

**Consent is tentatively granted subject to the following conditions:**

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

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

Accompanying the transfer documents shall be:

- i) a reference plan of survey, which bears the Land Registry Office registration number as evidence of its deposit therein, illustrating the right-of-way having a width of 20 metres, except the northerly portion due to building locations;
- ii) a written confirmation from the municipality that access along Lonesome Pine Trail to Slash Road has been constructed to a standard for travel by emergency vehicles satisfactory to the municipality;
- iii) a fee of \$125.00 for each Transfer of Land submitted for Certification; and
- iv) a written confirmation from the municipality that there are no outstanding municipal taxes for the subject land.

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



Board Minutes  
October 26<sup>th</sup>, 2021

Application File No. B24-21 No. of Members Present: 9  
Date of Decision: October 26, 2021  
Location of Property: Lot 18 and Lot 19, Conc. VIII, excepting Part 17, Highway Plan  
T-7798, Township of Burpee, Municipality of Burpee-Mills, District of Manitoulin

### DECISION

The purpose of this application made under Section 53(1) of the Planning Act by Ronald and Marjorie Bailey is to provide for the creation of a ±40 Hec. new lot, being Lot 18, Conc. VIII as originally surveyed, having a frontage of ±402 M. on Highway No. 540, a provincially maintained Highway, and a depth of ±1,005 M. This proposed new lot is to be offered for sale. There are no structures on this land.

The land to be retained, consisting of Lot 19, Conc. VIII, excepting Part 17, Highway Plan T-7798, has a frontage of ±402 M. on Hwy 540, a provincially maintained highway, and a depth of ±1,005 M., and containing an area of ±40 Hec. The applicants' seasonal dwelling and several accessory buildings are located within this land. According to the application, there is an old gravel pit located to the south west, which is not being used.

The applicants have owned the property, jointly, since January 2003.

There have been seven previous applications for consent involving the subject land.

File No. B53-89 provided for right-of-way over Lot 17, Conc. VIII and Lot 18, Conc. IX in favour of Lot 18, Conc. VIII and Lots 15 to 18, Conc. X;

File No. B54-89 provided for a right-of-way over Lot 18, Conc. VIII in favour of Lot 17, Conc. VIII, Lot 18, Conc. IX and Lots 16 to 18, Conc. X;

File No. B55-89 provided for right-of-way over Lot 18, Conc. X in favour of Lots 17 & 18, Conc. VIII, Lot 18, Conc. IX and Lots 15, 16 & 17, Conc. X;

File No. B56-89 provided for right-of-way over Lots 15, 16 & 17, Conc. X, in favour of Lots 17 & 18, Conc. VIII, and Lot 18, Conc. IX and Lot 18, Conc. X;

File No. B54-02 provided for the technical severance of Lot 20, Conc. VIII;

File No. B55-02 provided for the technical severance of Lots 18 & 19, Conc. VIII, being the land subject to this (new) application;

File No. B18-08 proposed the creation of a new lot, being Part of Lot 20, Conc. VIII, however, this file was not completed.

The subject land has been designated Rural Area and zoned Rural (R) and Agriculture (A). Pasture and bush land uses are proposed to continue. There are no land use changes proposed at this time.

Services will consist of private individual septic systems and private wells when required.

Official Plan Policy under C.5 - Rural Areas - under C.5.2.2. states:

*'Development in Rural Areas will be subject to policies of Section E.2.'*

Official Plan Policy E.2.3. - PRIVATE WATER AND SEWAGE SERVICES - under 6. states:

*'Potable water for new development will be provided in accordance with the Province's guidelines.'*

The Provincial D-5-5 Guidelines require a minimum flow rate of 13.7 litres/per minute of potable water to be available for a permanent (year round) residential use.

Lot 18, Conc. VIII is together with right-of-way over Lot 17, Conc. VIII, Lot 18, Conc. IX, Lot 18, Conc. X and Lot 17, Conc. X; and is subject to right-of-way in favour of Lot 17, Conc. VIII, Lot 18, Conc. IX and Lots 15, 16, 17 & 18, Conc. X. According to the application, Lot 19, Conc. VIII has a lease agreement granting access in favour of Lot 20, Conc. VIII. Both Lot 18 and Lot 19, Conc. VIII will have access via Hwy 540.

Access is from existing entrances (#17194 A, B, & C, and #17026 A, B, & C) from Highway No. 540, a provincially maintained highway. Following consultation with the Ministry of Transportation (MTO), as part of the preliminary review, the following comments were received from Laurel Muldoon on September 9<sup>th</sup>, 2021:

*'The Ministry of Transportation of Ontario (MTO) has reviewed the Consent Application located on lots 18 and 19, Con 8, 16196 Highway 540, township of Burpee Mills, Municipality of Manitoulin.'*

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No. B24-21 - continued  
October 26, 2021

*'Given the information provided, it is the understanding of the MTO that the intention is to sever one (1) lot from your property with the construction of a new access to the retained lot from Highway 540. Based on our review of the information provided, the MTO has no objection to the proposed severance. However, the entrance for the retained parcel would only be approved in a specific location and you will need to confirm that location with the MTO prior to any construction being initiated.*

*'Since the property in question is located within the MTO permit control area, you should be aware of the following:*

1. *Any buildings, structures, or site alterations proposed within 45 metres of the limit of Highway 540 or within 395 metres of any intersection with the highway, requires a Building and Land Use Permit from the Ministry of Transportation. Also, wells must maintain a minimum setback of 30 metres from the limit of the highway. MTO Sign permit(s) are required for the placement of any signs within 400 m of the limit of the highway.*

2. *MTO Entrance permits will be required for new, modified, or mutual entrance(s), and to reflect any changes in land ownership or land use. Any new access connections to the highway will be a minimum of 30 metres from each other. New access connections or changes in the use of an access connection that require a new culvert shall not impede the existing flow of water within the ditch or cause water to flow onto the highway or shoulder. Access connections should be constructed so they do not:*

- cause water to enter onto the highway or shoulder;*
- interfere with the existing drainage system on the right-of-way or any municipal drainage system;*
- cause flooding on adjacent lands.'*

*'The highway drainage system is not designed to serve the drainage requirements of abutting or other properties beyond pre-development historical flow rates. Drainage onto the highway right-of-way shall not exceed the pre-development historical flow rates. At their own expense, stakeholders shall provide drainage culverts or structures for the access connection. The type, design, diameter, length, and condition of drainage culverts or structures shall conform to the Ministry drainage design standards.*

3. *Please contact Debra Burke, Corridor Management Officer, at [debra.burke@ontario.ca](mailto:debra.burke@ontario.ca) or by calling (705) 491-1634 for further information with respect to MTO permit and setback requirements. Permits from the MTO can be obtained by applying online at <https://www.hcms.mto.gov.on.ca/>*

*All comments in this e-mail are valid for one year. Please let me know if there are any questions.'*

The MTO comments were provided to the applicants, via email on October 5<sup>th</sup>, 2021.

There is a livestock facility located within Lots 19 & 20, Conc. VII. Any new building site within Lot 18, Conc. VIII would meet the requirements of the Minimum Distance Separation of the existing farm related structures, as required by the Ministry of Agriculture Food and Rural Affairs (OMAFRA). With the exception of the very south east corner of Lot 19, Conc. VIII, this lot also meets the requirements of the Minimum Distance Separation formulae.

A potential Wildland Fire Hazard was identified within the subject land.

The Provincial Policy Statement (PPS) 2020 states under Section 3.1.8:

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

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

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No. B24-21 - continued  
October 26, 2021

The applicants were advised that when buildings are proposed on these lots that are in areas of high wildland fire risk, there may be a requirement to prepare a Wildland Fire mitigation plan in order to obtain a building permit. These plans involve showing the location of the buildings and identifying areas of clearing and thinning in order to reduce the risk of wildland fire near the structures. The Planning Board staff are able to assist with producing maps for this purpose, should they require assistance.

There is a Deer Wintering Area identified within the subject land. Due to the size of the proposed lots and building envelopes outside the identified habitat, the subject land does not appear to have any natural heritage features or species at risk concerns.

From information and satellite imagery available identifying areas of heavy tree cover there appears to be sufficient land to provide building envelopes, site alteration, and tree removal with appropriate separation distances outside the areas of influence that would conform to the Natural Heritage Policies of the Provincial Policy Statement 2020.

This proposal is considered to be in conformity with the Provincial Policy Statement 2020.

A municipal drain catchment, known as the Burpee Drain No. 1, was identified at the southwestern portion of Lot 19, Conc. VII. The applicants consulted with the Municipality to check if any reassessment would be required and Mr. Linley, Civil Engineering Technologist, K. Smart Associates Limited, advised that Lot 18 is not in the watershed as indicated in the report and has no assessment into the drainage system.

This application was circulated on October 06, 2021 to the Municipality of Burpee-Mills, Bell Canada, and to all property owners within 60 metres and by the posting of a notice, clearly visible and legible from a public highway or other place to which the public has access, as required by Ontario Regulation 197/96.

Mary McCartney, Bell Canada, advised via email on October 13<sup>th</sup>, 2021 that Bell Canada has no comments or concerns regarding the Consent Application.

The Municipality have advised they have no objections or concerns and recommend consent be granted.

There have been no inquiries or comments received as a result of circulation to property owners within 60 metres and/or the posting of the Notice.

During consideration of the application the Board discussed the requirement for proof of potable water for permanent residential uses for the new lot, that would meet the Provincial guidelines and the Official Plan Policy, which included;

- possible exception for 100 acre lots;
- smaller lots need proof of water; address the requirement sooner than later; could be a burden to drill a well before the lot is created;
- the requirement is 13.7 litres per minute; this is a provincial requirement; the D-5-5 provincial guidelines are confusing;
- seasonal residential uses would not require proof of potable water;
- could use existing well records in the area;
- accepting a professional well driller's opinion that there would be no problem achieving the required flow rate;
- leave this up to the building inspector/Building Code at the building permit stage;
- adding a note to the Decision of Planning Board rather than a condition.

Jody Bailey, (Mr. Bailey's cousin) was in attendance during consideration of the application. She advised the Board that at this time, there are no plans for any residential uses for the new ±40 Hec. Lot.

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

In consideration of the information provided and the discussion had, the Board make a decision on the application.

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No. B24-21 - continued  
October 26, 2021

**Consent is tentatively granted subject to the following conditions:**

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

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

Accompanying the transfer documents shall be:

- i) a reference plan of survey, which bears the Land Registry Office registration number as evidence of its deposit therein, illustrating the parcel(s) to which the consent approval relates;  
or  
a boundary line survey identifying the new lot line(s) resulting from the severance(s);
- ii) a reference plan of survey, which bears the Land Registry Office registration number as evidence of its deposit therein, illustrating the right-of-way within Lot 18, Conc. VIII, being a minimum width of 20 metres;  
or  
a written confirmation from the Land Registry Office (e.g. Land Registrar) confirming the description of the new lot, being Lot 18, Conc. VIII, is acceptable for registration by the Land Registry Office in Gore Bay;
- iii) proof satisfactory to the Manitoulin Planning Board that if the use of the severed land is for a year round dwelling there is a minimum flow rate of 13.7 litres/per minute of potable water available as per the Provincial D-5-5 Guidelines but would not be required for a seasonal residential use, i.e. building permit;
- iv) a written confirmation from the Ministry of Transportation (MTO) that a Permit Application for change of ownership for Lot 18, Conc. VIII, has been received and is satisfactory to the requirements of MTO;
- v) a fee of \$125.00 for each Transfer of Land submitted for Certification; and
- vi) written confirmation from the Municipality that all outstanding municipal taxes have been paid.

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

**Note:** It is recommended that the Building Official, when issuing any building permits for the subject lands, be satisfied that the building site(s) is outside the area of wildland fire hazard.

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No.: B25-21 No. of Members Present: 9  
Date of Decision: October 26, 2021  
Location of Property: Part Lot 19, Conc. VIII, Surveyed as Part 1, Plan 31R-3755,  
Township of Robinson, District of Manitoulin

### DECISION

The purpose of this application made under Section 53(1) of the Planning Act by Eric and Linda Thiessen is to provide for the creation of a new lot having a frontage of ±101.5 M. on Highway No. 540, a provincially maintained Highway, and an average depth of ±359 M., thereby containing an area of ±3.6 Hec. There are no structures on this proposed new lot.  
The applicants are proposing to offer this lot for sale for residential uses.

The land to be retained has a frontage of ±225.8 M. on Highway No. 540, a provincially maintained Highway and an average depth of ±980 M., thereby containing an area of ±34.8 Hec. The applicants' dwelling and five accessory structures are located within this land.

The subject land has been designated Rural Area and Village Area and zoned Rural ( R) and Hamlet (H). Residential uses are proposed for the new lot, which would be located within a Rural Area and a Rural Zone. There are no changes proposed for the retained land.

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

Access for the retained land is via an existing entrance, #20472 Highway No. 540. A new entrance will be required for the proposed severed land.

Following consultation with the Ministry of Transportation, as part of the preliminary review, the following comments were received from Laurel Muldoon via email, on September 29<sup>th</sup>, 2021:

*' The Ministry of Transportation of Ontario (MTO) has reviewed the proposed severance located at 20472 Highway 540. The MTO does not have any concerns with the new entrance proposed for the new lot and will support the severance application. Please have the applicant apply for an entrance permit online at: [HCMS - Highway Corridor Management System \(gov.on.ca\)](https://www.gov.on.ca/hcms)*

*I should note that any development on the new lot will require review by the MTO and a building and land use permit since the subject lands are located within MTO's permit control area. For any questions about setback requirements, please contact Debra Burke, Corridor Management Officer at [debra.burke@ontario.ca](mailto:debra.burke@ontario.ca).*

*Please let me know if you have any other questions.'*

Debra Burke, MTO, advised on September 29<sup>th</sup>, 2021:

*' I would like to add the property owners need to print off their change of ownership for the land that they are retaining at #20472 Hwy 540 and keep it on file. A separate entrance will need to be applied for the severed property. No issues with site lines.'*

The comments received from MTO were copied to Mr. and Mrs. Thiessen.

Official Plan Policy under C.5 - Rural Areas - under C.5.2.2. states:

*'Development in Rural Areas will be subject to policies of Section E.2.'*

Official Plan Policy E.2.3. - PRIVATE WATER AND SEWAGE SERVICES - under 6. states:

*'Potable water for new development will be provided in accordance with the Province's guidelines'*

The Provincial D-5-5 Guidelines require a minimum flow rate of 13.7 litres/per minute of potable water to be available for a permanent (year round) residential use.

It was explained to the applicants that a condition of the consent approval would be that there is proof of potable (drinking/cooking) water for the proposed new lots that would conform to the Provincial requirements, if year round residential uses are proposed.

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No. B25-21 - continued  
October 26, 2021

During the preliminary review of the application the Ministry of the Environment, Conservation and Parks (MECP) was contacted for their comments due to the past uses of a gas station west of the subject land, within Lot 20, Conc. VIII.

Sri Sangaraju, MECP, advised via email that:

*'As per section 168.3.1 of the Environmental Protection Act, submitting a RSC for filing to the Environmental Site Registry is required when a property use is changing from less sensitive (Industrial, Commercial and Community) use to more sensitive (Residential, Institutional, Parkland and Agricultural or Other) use.*

*Based on the information that you have provided, the property of interest appears to be always a Vacant land (Agricultural or Other use) and is going to be developed into a Residential use. As a result, submitting a RSC for filing may not be mandatory.*

*However, if the Manitoulin Planning Board or any financial institute who is funding the development wish to file a RSC, the owner of the property has to submit a RSC for filing.*

*As indicated in your email, it is not possible to identify the ground water flow direction based on the ground slope. In addition, it is also difficult to conclude that whether the gas station (potentially contaminating activity) with underground storage tanks (USTs) located approximately 300 m upgradient from the property boundary of the property of interest with a few residential developments in between, has generated any areas of potential environmental concerns (APECs) at the property or not.'*

The email was forwarded to Mr. and Mrs. Thiessen.

A potential Wildland Fire Hazard was identified within the subject land.

The Provincial Policy Statement (PPS) 2020 states under Section 3.1.8:

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

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

It is recommended that a mitigation plan to reduce the intensity of a forest fire by thinning or removing trees and allowing it to be extinguished more easily be submitted to the Planning Board Office at the time of any development/construction/zoning conformity permit applications. The applicants were advised that a mitigation plan may be required at the time of a Zoning Conformity Permit and that the Planning Board staff could assist them if needed.

There is a licenced Aggregate Site, No. 616881, located within Lots 17 & 18, Conc. IX, which is within 300 metres of the proposed retained land.

The Provincial Policy Statement 2020, Section 3.0 - Protecting Health and Safety states:

*'Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.*

The Ministry of the Environment and Climate Change (MOECC) D-6 Series Guidelines, Under Section 1.2.4. - Other Facilities and Section 4.3 - Recommended Minimum Separation Distances: recommends that residential and institutional development within 300 metres of mineral aggregate resource areas and licenced pits will generally not be permitted. Proposed residential or institutional development within these areas will be supported by studies that demonstrate that any land use conflicts will be fully mitigated. i.e. feasibility study.

The proposed severed land is not within the 300 metres buffer. The existing residential uses within the proposed retained land is outside the 300 metres buffer.

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No. B25-21 - continued  
October 26, 2021

From information available, the subject land does not appear to have any natural heritage features or species at risk (SAR) concerns. This proposal is considered to be in conformity with the Provincial Policy Statement (PPS) 2020.

This application was circulated on October 7<sup>th</sup>, 2021 to Bell Canada, the Robinson Local Roads Board and to all property owners within 60 metres and by the posting of a notice, clearly visible and legible from a public highway or other place to which the public has access, as required by Ontario Regulation 197/96.

Mary McCartney, Bell Canada, advised via email on October 13<sup>th</sup>, 2021 that Bell Canada has no comments or concerns regarding the application.

The Secretary-Treasurer for the Robinson Local Roads Board advised on October 22<sup>nd</sup>, 2021:

*' Please be advised that Robinson LRB has no concerns with this severance application. The proposed lot fronts on a Provincial Highway (Hwy. 540) and not a township road. Access to this proposed lot would be via private entrance off Hwy. 540 so the LRB hopes that the MPB has also contacted the MTO for comment as well. '*

*' The LRB would also like to suggest that the new owner be advised to contact MTO representatives to discuss location of entrance and culvert (if required) prior to any work being undertaken. '*

There was an inquiry from an interested buyer, Mr. Adamson, requesting the uses that would be permitted for the proposed new lot. He was advised that the uses permitted in a Rural Zone, as per Zoning By-law No. 96-01 would apply; a year round dwelling is permitted and a seasonal residential use would be permitted for a lot created by consent.

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

Mr. and Mrs. Thiessen, applicants, were in attendance during consideration of the application.

Board Member, T. Mackinlay asked the applicants if they had to drill a well to satisfy the potable water test if it would be a burden to them? Mr. Thiessen explained that the buyer would be responsible for that and has already agreed to take responsibility for all work that is to be done on the property. They advised they had no other comments regarding their application.

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

**Consent is tentatively granted subject to the following conditions:**

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

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

Accompanying the transfer documents shall be:

- i) a reference plan of survey, which bears the Land Registry Office registration number as evidence of its deposit therein, illustrating the parcel(s) to which the consent to sever approval relates;
- ii) a written confirmation from the Ontario Ministry of Transportation (MTO) that a Permit Application for a new entrance for the severed land has been received or an entrance permit can be issued, satisfactory to MTO;

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No. B25-21 - continued  
October 26, 2021

- iii) a written confirmation from the Ministry of Transportation (MTO) that a Permit Application for change of ownership for the new lot, has been received and is satisfactory to the requirements of MTO;
- iv) proof satisfactory to the Manitoulin Planning Board that if the use of the severed land is for a year round dwelling there is a minimum flow rate of 13.7 litres/per minute of potable water available as per the Provincial D-5-5 Guidelines but would not be required for a seasonal residential use, i.e. zoning conformity permit;
- v) a fee of \$125.00 for each Transfer of Land submitted for Certification; and
- vi) proof satisfactory to Planning Board that there are no outstanding taxes for the severed and the retained land.

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

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



Board Minutes  
October 26<sup>th</sup>, 2021

Application File No.: B26-21 No. of Members Present: 9  
Date of Decision: October 26, 2021  
Location of Property: Lot 4 and Part Lot 5, Conc. VI, excepting Part 4, Highway Plan P2318-20 and Part 1, Highway Plan T2318-25, Township of Carnarvon, Municipality of Central Manitoulin, District of Manitoulin

### **DECISION**

The purpose of this application made under Section 53(1) of the Planning Act by Brian and Annette Murphy is to provide for the creation of a new lot having a frontage of  $\pm 84.2$  M. on Highway No. 542, a provincially maintained highway and a depth of  $\pm 95$  M., thereby containing an area of  $\pm 0.8$  Hec. The westerly lot line of the new lot is proposed to be  $\pm 6.1$  M. west of the existing fence line and the easterly lot line is proposed to follow the existing fence line. The applicants' dwelling, garage, garden shed, and wood shed are located within this land. Residential uses are proposed to continue for this land.

The land to be retained has frontages of  $\pm 379.7$  M. and  $\pm 138.4$  M. on Highway No. 542, a provincially maintained highway, and a depth of  $\pm 1,000$  M., thereby containing an area of  $\pm 59.2$  Hec. According to the application, there are no structures on this land. According to the application they have a gravel pit within Lot 5, Conc. VI, which they use for personal uses. Farm related uses (pasture) are proposed to continue.

Services for the severed land consist of an existing private individual septic system and an existing private well. A copy of the Completion Notice, Permit No. 402-05-SP022, for the existing septic system accompanied the application. No new services are proposed for the retained ( $\pm 59$  Hec.) land at this time.

Access for the severed land is via an existing entrance, #7838 Hwy 542, a provincially maintained highway. Access for the retained land is via an existing field entrance.

Following consultation with the Ministry of Transportation, as part of the preliminary review, the following comments were received from Laurel Muldoon via email, on September 10<sup>th</sup>, 2021:

*' The Ministry of Transportation of Ontario (MTO) has reviewed the Consent Application located on part of Lot 5 and all of Lot 4, Municipality of Central Manitoulin.*

*Given the information provided, it is the understanding of the MTO that the intention is to sever one (1) lot from your property with the construction of a new access to the retained lot from Highway 542. Based on our review of the information provided, the MTO has no objection to the proposed severance. However, the entrance for the retained parcel would only be approved in a specific location and you will need to confirm that location with the MTO prior to any construction being initiated*

*Since the property in question is located within the MTO permit control area, you should be aware of the following:*

*1. Any buildings, structures, or site alterations proposed within 45 metres of the limit of Highway 542 or within 395 metres of any intersection with the highway, requires a Building and Land Use Permit from the Ministry of Transportation. Also, wells must maintain a minimum setback of 30 metres from the limit of the highway. MTO Sign permit(s) are required for the placement of any signs within 400 m of the limit of the highway.*

*'2. MTO Entrance permits will be required for new, modified, or mutual entrance(s), and to reflect any changes in land ownership or land use. Any new access connections to the highway will be a minimum of 30 metres from each other.*

*'New access connections or changes in the use of an access connection that require a new culvert shall not impede the existing flow of water within the ditch or cause water to flow onto the highway or shoulder. Access connections should be constructed so they do not:*

- cause water to enter onto the highway or shoulder,*
- interfere with the existing drainage system on the right-of-way or any municipal drainage system;*
- cause flooding on adjacent lands.*

*The highway drainage system is not designed to serve the drainage requirements of abutting or other properties beyond pre-development historical flow rates.'*

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No. B26-21 - continued  
October 26, 2021

*' Drainage onto the highway right-of-way shall not exceed the pre-development historical flow rates. At their own expense, stakeholders shall provide drainage culverts or structures for the access connection. The type, design, diameter, length, and condition of drainage culverts or structures shall conform to the Ministry drainage design standards.*

*The applicant will be required to apply for a change of ownership for the house entrance at no cost and a new entrance permit for the field/residential entrance and that fee is \$230.*

*3. Please contact Debra Burke, Corridor Management Officer, at [debra.burke@ontario.ca](mailto:debra.burke@ontario.ca) or by calling (705) 491-1634 for further information with respect to MTO permit and setback requirements. Permits from the MTO can be obtained by applying online at <https://www.hcms.mto.gov.on.ca/> All comments in this e-mail are valid for one year. Please let me know if there are any questions.'*

The MTO comments were sent to the applicants, via email, on October 14<sup>th</sup>, 2021.

The subject land has been designated as Rural Area and Prime Agriculture Area and zoned Rural (R) and Agriculture (A). The proposed new lot is located within the Rural Area and Rural Zone. The northerly ±20 Hec. of Lot 4 and the southerly ±10 Hec. of Lot 5, being part of the retained land, are located within a Rural Area and Rural Zone, which are outside the Prime Agriculture Area and Agriculture Zone. A residential building site would be available within the retained land, outside the Prime Agriculture Area and Agriculture Zone, which would be permitted by Zoning By-law No. 2002-07, for the Municipality of Central Manitoulin. Due to the size of the proposed severed and retained land, this proposal appears to have no negative impacts on the agricultural viability.

Official Plan Policy under C.5 - Rural Areas - under C.5.2.2. states:

*'Development in Rural Areas will be subject to policies of Section E.2.'*

Official Plan Policy E.2.3. - PRIVATE WATER AND SEWAGE SERVICES - under 6. states;

*'Potable water for new development will be provided in accordance with the Province's guidelines'.*

The Provincial D-5-5 Guidelines require a minimum flow rate of 13.7 litres/per minute of potable water to be available for a permanent (year round) residential use. The proposed severed lot has an existing private well. There are no land use changes proposed for the retained (±59 Hec.) land at this time.

There is a barn located within Lot 4, Conc. VII, to the south of the subject land. A new residential building site within the retained land, could meet the requirements of the Minimum Distance Separation of the existing farm related structures, as required by the Ministry of Agriculture Food and Rural Affairs (OMAFRA).

From information available, the subject land does not appear to have any natural heritage features or species at risk (SAR) concerns. The proposal is considered to be in conformity with the PPS 2020.

Accompanying the application was a drain agreement, registered as Instrument No. 61341, between the owners of the West Half and the East Half of Lot 5, Conc. VII, and the Municipality, dated March 20<sup>th</sup>, 1997.

The application was circulated on October 7<sup>th</sup>, 2021 to the Municipality of Central Manitoulin, Bell Canada, and to all property owners within 60 metres, and by the posting of a notice, clearly visible and legible from a public highway or other place to which the public has access, as required by Ontario Regulation 197/96.

The Clerk for the Municipality of Central Manitoulin advised on October 26<sup>th</sup>, 2021:

*' Having discussed this application for severance with the temporary municipal building inspector last week, we both agreed that there were no municipal concerns with the application.'*

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No. B26-21 - continued  
October 26, 2021

Mary McCartney, Bell Canada advised that Bell Canada has no comments or concerns regarding the application.

During consideration of the application it was asked why the field entrance was not satisfactory for the new ±59 Hec. lot? The Secretary-Treasurer explained that if a residential use is proposed the field entrance would need to be upgraded as per the MTO requirements, satisfactory to MTO .

Mr. and Mrs. Murphy, applicants, were present during consideration of the application. Mr. Murphy asked if an entrance permit would be required from MTO if he has no intention to build at this time? The Secretary-Treasurer explained that the MTO requirement may be satisfied to their satisfaction, with his explanation that he is not proposing any buildings at this time.

There was no one else participating in the teleconference, who wished to speak in support or opposition to the application.

**Consent is tentatively granted subject to the following conditions:**

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

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

Accompanying the transfer documents shall be:

- i) a reference plan of survey, which bears the Land Registry Office registration number as evidence of its deposit therein, illustrating the parcel(s) to which the consent approval relates;
- ii) a written confirmation from the Ontario Ministry of Transportation (MTO) that an entrance permit from Hwy 540 for the retained lot, has been issued or can be issued, satisfactory to the MTO;
- iii) a written confirmation from the Ministry of Transportation (MTO) that a Permit Application for change of ownership for the retained land has been received, satisfactory to the requirements of MTO;
- iv) a written confirmation from the municipality that any reassessment required for the subject lands as required by Section 65 of the Drainage Act has been completed by the landowner, satisfactory to the municipality;
- v) a fee of \$125.00 for each Transfer of Land submitted for Certification; and
- vi) a written confirmation from the municipality that all outstanding municipal taxes have been paid.

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

**Note:** Owners of the subject lands should be aware that the cost of maintenance of municipal drains is prorated to landowners.

**Note:** Owners of the subject land should be made aware that building permit restrictions may apply.

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No.: B27-21 No. of Members Present: 8  
Date of Decision: October 26, 2021  
Location of Property: Part Lot 11, Conc. IX, Surveyed as Part 3, Plan 31R-2594,  
Township of Robinson, District of Manitoulin

### DECISION

The purpose of this application made under Section 53(1) of the Planning Act by Tim Mackinlay and Beatrice Du Moulin is to provide for the creation of a new lot having a frontage of ±137.2 M. on Cooks Dock Road, a maintained municipal road, and a depth of ±395 M., thereby containing an area of ±5.4 Hec. There are no structures on this proposed new lot. The applicants are proposing to offer this lot for sale for residential uses.

The land to be retained has a frontage of ±365.2 M. on Cooks Dock Road, a maintained municipal road, and an average depth of 396 M., thereby containing an area of ±14.9 Hec. The applicants' dwelling, garage with breeze way, storage shed, wood shed, a wood drying rack and 16 solar panels are located within this land. Residential uses are proposed to continue.

A previous Consent to Sever Application, File No. B69-93, created three new lots surveyed as Parts 1 and 2 and 3, Plan 31R-2594. The land subject to this (new) application is surveyed as Part 3, Plan 31R-2594

The subject land has been designated Rural Area and zoned Rural ( R) and Agriculture (A). The proposed new lot is within a Rural Area and Rural Zone. Residential uses are proposed for the new lot. There are no land use changes proposed for the retained land.

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

Official Plan Policy under C.5 - Rural Areas - under C.5.2.2. states:  
*'Development in Rural Areas will be subject to policies of Section E.2.'*

Official Plan Policy E.2.3. - PRIVATE WATER AND SEWAGE SERVICES - under 6. states;  
*'Potable water for new development will be provided in accordance with the Province's guidelines'*

The Provincial D-5-5 Guidelines require a minimum flow rate of 13.7 litres/per minute of potable water to be available for a permanent (year round) residential use.

It was explained to the applicants that a condition of the consent approval would be that there is proof of potable water for the proposed new lot that would conform to the Provincial requirements, if year round residential uses are proposed.

The following email was received on September 7<sup>th</sup>, 2021 from Mr. Mackinlay:

*'Hi Theresa: Can you attach my remarks to the severance application?'*

*Dear board: Regarding my severance application to sever 12 acres on the South end of 292 Cooks Dock Road, Silver Water.*

*'Drilling a well in this area has an excellent probability of potable water with 5 GPM flow rate. I have reviewed the well records on the Ontario government website, linked below, and found over 20 wells within a 3.5 km radius of the subject property with potable water flowing between 5 and 10 GPM.'*

*I reached out to Darren Carter of Edward Wright Well Drilling and his opinion is below. In addition, there are several great spots for a dug well at the West end of the property. Our dug well is 10 feet deep, never has gone dry in 18 years, and except for hard water, tests perfect every year. So in closing I am asking the board to consider granting the severance based on existing well data and my wife and I not having to spend 10 to 15k on a well.*

In my opinion drilling a well in that area would be a successful endeavour. This property should have no problem achieving the minimum standards set out by the provincial government. Thanks

Darren Carter, O/O Edward Wright Well Drilling'

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No. B27-21 - continued  
October 26, 2021

Access for the retained land is via an existing entrance, #292 Cooks Dock Road, a maintained municipal road. A new entrance will be required for the proposed severed land.

Part 4, Plan 31R-2594 was conveyed to the Crown, by Transfer No. 57327, for road widening of Cooks Dock Road, in 1994.

There is a barn located within Lot 12, Conc. IX, to the west of the subject land. A new residential building site within the severed land, and the existing residential use within the retained land, meet the requirements of the Minimum Distance Separation of the existing farm related structures, as required by the Ministry of Agriculture Food and Rural Affairs (OMAFRA).

There is a licenced Aggregate Site, No. 615201, located to the east of the subject land, within Lot 10, Conc. IX, which is within 300 metres of the subject land.

The Provincial Policy Statement 2020, Section 3.0 - Protecting Health and Safety states:

*'Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.'*

The Ministry of the Environment and Climate Change (MOECC) D-6 Series Guidelines, Under Section 1.2.4. - Other Facilities and Section 4.3 - Recommended Minimum Separation Distances: recommends that residential and institutional development within 300 metres of mineral aggregate resource areas and licenced pits will generally not be permitted. Proposed residential or institutional development within these areas will be supported by studies that demonstrate that any land use conflicts will be fully mitigated. i.e. feasibility study.

The eastern  $\pm 1/3$  of the proposed severed land is within the 300 metres buffer. However, there would be a building site that would be outside the 300 metre buffer. The existing residential uses within the retained land are outside the 300 metres buffer.

Habitat for Brown Bobolink and Eastern Meadowlark was identified within 120 metres of the subject land, in the open field to the west within Lot 12, Conc. IX. The habitat is not located within the subject land.

From information available, the subject land does not appear to have any natural heritage features or species at risk (SAR) concerns. This proposal is considered to be in conformity with the Provincial Policy Statement (PPS) 2020.

This application was circulated on October 7<sup>th</sup>, 2021 to Bell Canada, the Robinson Local Roads Board (LRB) and to all property owners within 60 metres and by the posting of a notice, clearly visible and legible from a public highway or other place to which the public has access, as required by Ontario Regulation 197/96.

Mary McCartney, Bell Canada, advised via email on October 13<sup>th</sup>, 2021 that Bell Canada has no comments or concerns regarding the application.

The Secretary-Treasurer for the Robinson Local Roads Board (LRB) advised they have no concerns with the severance application as the proposed lots front on Cook's Dock Road, which is a maintained year-round road. The LRB ask that the new owner contact the LRB to discuss the proposed driveway entrance and positioning of a culvert (if required) prior to placement of such.

There was an email received Mr. Matthews, who was circulated the Notice of Application requesting further explanation of the application. He advised he had no concerns with the application as proposed.

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

During discussion of the application the Board considered that in this case with the submission of the well driller's comments and the surrounding well records, that the condition for proof of potable water for a permanent residential use for the proposed new lot are sufficient to fulfill the condition requiring proof of potable water.

Board Minutes  
October 26<sup>th</sup>, 2021

Application File No. B27-21 - continued  
October 26, 2021

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

**Consent is tentatively granted subject to the following conditions:**

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

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

Accompanying the transfer documents shall be:

- i) a reference plan of survey, which bears the Land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel(s) to which the consent to sever approval relates;
- ii) a written confirmation from the Robinson Local Roads Board (LRB) that a new entrance for the severed land can be or has been issued, satisfactory to the LRB;
- iii) proof satisfactory to the Manitoulin Planning Board that there is a minimum flow rate of 13.7 litres/per minute of potable water available as per the Provincial D-5-5 Guidelines, for the severed lot, but would not be required for a seasonal residential use, i.e. zoning conformity permit;
- iv) a fee of \$125.00 for each Transfer of Land submitted for Certification; and
- v) proof satisfactory to Planning Board that there are no outstanding taxes for the severed and the retained land.

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

**Note:** Tim Mackinlay, applicant and Board Member, declared a conflict of interest with the application

\*\*\*\*\*

The time now being 9:59 p.m. and the business before the Board having been dealt with the Meeting was adjourned on a motion moved by R. Brown.

\_\_\_\_\_  
R. Stephens, Chair

  
\_\_\_\_\_  
T.A. Carlisle, Secretary-Treasurer

RECEIVED  
NOV 12 2021

# Costing Report

## Township of Assiginack Waterfront Development



# Costing Report Waterfront Development

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## Table of Contents

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1.0	Introduction .....	1
2.0	Background .....	1
3.0	Planned Upgrade Developments .....	1
3.1	Beach Development and Costing .....	1
3.2	Marina Development and Costing .....	2
3.3	Norisle Park Development and Costing .....	3
4.0	Closure.....	3

## List of Appendices

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Appendix A	Opinion of Probable Construction Costs (OPCC)
Appendix B	Kropf Industrial Quotation



# Costing Report

## Waterfront Development

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### 1.0 Introduction

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The purpose of this report is to present and summarize the updated costing for the planned upgrade works at the Manitowaning Waterfront. The upgrade works include upgrades to the beach area, marina and Norisle Park.

This report provides the project background and summarizes the planned upgrade work to the Manitowaning Waterfront. The updated costing for the upgrade works is attached to this report in the form of an Opinion of Probable Construction Costs (OPCC).

### 2.0 Background

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J.L. Richards & Associates Limited (JLR) has been retained by the Township of Assiginack (Township) to review and revise the waterfront development costs for the Manitowaning Waterfront which were originally presented in the Manitowaning Waterfront Development Plan (2001). As communicated by the Township, in order to support funding applications, the Township requires the costs provided in the 2001 Development Plan be revised to reflect current market conditions and construction costs.

### 3.0 Planned Upgrade Developments

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Following ongoing coordination and consultation with the Township, it has been communicated that not all of the proposed upgrade works presented in the 2001 Manitowaning Waterfront Development Plan were necessarily applicable today. JLR has prepared updated costing for the anticipated works based on discussions with the Township which are more reflective of the Township's current requirements.

The following subsections describe and outline the anticipated upgrade works to each of the three (3) waterfront areas as follows:

- Relocating the existing beach area to the south.
- Marina development and expansion.
- Norisle Park improvements.

#### 3.1 Beach Development and Costing

The location of the beach is anticipated to be relocated to the south of the existing gazebo and children's play structure. The reason for shifting the beach location to the south is to provide accommodating room for the anticipated marina upgrades which includes the placement of additional docks for added boating slips. The footprint of the relocated beach is expected to remain approximately the same size as the existing beach and access will be provided by extending the existing gravel walkway path to the south. At a high level, the major work items that will be required to facilitate this upgrade work are listed as follows:

# Costing Report

## Waterfront Development

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- Clearing and excavating the new beach area.
- Importing new sand.
- Extending the existing walkway path.
- Furnishing the new beach area (benches, picnic tables, bike racks, etc.).
- Providing erosion control for the beachfront (rip-rap protection).

The Township has also communicated that there has been a history of complaints of contaminants entering the water at the location of the stormwater discharge near the current beach area. Costing has been included for a stormwater (oil / grease / grit) separator as a provisional costing item to address these concerns.

Please refer to Appendix A – Opinion of Probable Construction Costs for a full costing breakdown of the proposed beach development.

### 3.2 Marina Development and Costing

The existing marina currently accommodates twelve (12) seasonal slips for boaters and has one (1) existing float plane dock in the south end of Manitowaning Bay. The upgrade intent is to increase the marina's capacity from twelve (12) seasonal slips to fifty (50) seasonal slips, six (6) of which will be provided to accommodate larger sized boats (up to 60-foot vessels). Refer to the schematic layout attached in Appendix B. This will be accomplished with the addition of new main docks with attached dock spines to create additional boat parking slips. The regular sized boating slips are planned to be furnished with 30-amp charging services and the larger boating slips will be furnished with 60-amp charging services. Each of the new main docks will be furnished with new security gates and fencing for restricted access. The existing float plane dock is anticipated to be relocated to the marina area.

To accommodate the additional boating slips, additional car and trailer parking will be required. Currently, boats and trailers park to the south of the boat launch or adjacent to the retaining wall on the western side of Bay Road. As identified by both JLR and the Township, there is limited space available to accommodate an additional thirty-eight (38) cars and trailer parking spaces. Following ongoing discussions with the Township however, it was identified that there may be opportunity to add some additional parking spaces immediately west of the existing retaining wall on Bay Road. Incoming access would be provided by connecting the parking area to the portion of Bay Road heading toward Arthur Street and having an exit to the parking area through the eastern portion of Bay Road in front of the boat launch. This area would need to be fully excavated, backfilled with granular material and require a new retaining wall and fencing due to the existing uphill slope at this location.

The Township is also looking to refurbish the boat launch area and provide a small marina center building complete with servicing. The boat launch refurbishing would include replacing the existing retaining wall at the boat launch as well as addressing shoreline stabilization around the gas pumps and above ground tanks. The new marina building center is envisioned to include a small office space with washroom/changeroom facilities. The building would be heated and serviced with hydro, water and sanitary services. The exact location of the building is yet to be confirmed.

At a high level, the major work items that will be required to facilitate this upgrade work are listed as follows:

# Costing Report

## Waterfront Development

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- Additional boating slips:
  - Includes new main docks and spines.
  - New security gates and fencing.
  - Relocating the existing float plane dock.
- Providing 30-amp and 60-amp charging services to each of the new boating slips:
  - Extending underground electrical to the existing pole line.
  - New hydroelectric transformer, meter and connection.
- New parking area with incoming and outgoing access:
  - Excavate, backfill and place retaining wall and fencing.
- Refurbish the boat launch shoreline area.
- Construct a new marina building center:
  - Extend hydro and municipal services to the new building.

Please refer to Appendix A – Opinion of Probable Construction Costs for a full costing breakdown of the proposed marina development.

### 3.3 Norisle Park Development and Costing

The Township has communicated that the improvements to Norisle Park are expected to be minimal. The shoreline at Norisle Park is proposed to include a new break wall installed behind the existing water treatment plant as well as the placement of additional shoreline protection to mitigate erosion.

The exiting Roller Mills building, and the Burns Warehouse building are expected to remain in place with some refurbishing planned for the Roller Mills building. JLR has included an allowance for the refurbishment works as the details and extents of the work are not yet known.

At a high level, the major work items that will be required to facilitate this upgrade work are listed as follows:

- Placing a new break wall and implementing erosion control along the shoreline.
- Refurbishment of the Roller Mills building.

Please refer to Appendix A – Opinion of Probable Construction Costs for a full costing breakdown of the proposed Norisle Park development.

## 4.0 Closure

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The monetary values presented in the OPCC are considered to be high level approximations and should be revised following preliminary and detailed design for the project works. The costing provided within the OPCC is based on facilitating the work outlined and described within the body of this report.

Please note that in providing opinions of probable construction cost, one should understand that J.L. Richards & Associates Limited has no control over the cost or availability of labour, equipment or materials, over market conditions, the Contractor's method of pricing, or any other cost impacts in relation to COVID-19, and that our opinions of probable construction costs are made on the basis of our professional judgment and experience. JLR makes no warranty, express or implied,

# Costing Report Waterfront Development

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that the bids or the negotiated cost of the Work will not vary from our opinion of probable construction cost.

This report has been prepared for the exclusive use of Township of Assiginack, for the stated purpose, for the named facility. Its discussions and conclusions are summary in nature and cannot be properly used, interpreted or extended to other purposes without a detailed understanding and discussions with the client as to its mandated purpose, scope and limitations. This report was prepared for the sole benefit and use of the Township of Assiginack and may not be used or relied on by any other party without the express written consent of J.L. Richards & Associates Limited.

This report is copyright protected and may not be reproduced or used, other than by the Township of Assiginack for the stated purpose, without the express written consent of J.L. Richards & Associates Limited.

J.L. RICHARDS & ASSOCIATES LIMITED

Prepared by:

Reviewed by:

*Matthew Lewis*



Matthew Lewis, EIT  
Civil Engineering Intern

John Cannard, P.Eng.  
Associate  
Civil & Environmental Engineering Lead,  
Northern Ontario

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## **Appendix A**

Opinion of Probable  
Construction Costs (OPCC)



**JOB No.** 314  
**PROJECT** Town

**PREPARED** M.I.  
**DATE** No  
**CHECKED** J.C

**OPINION OF PROBABLE COSTS - Class D**

**Township of Assinick Waterfront Development**

ITEM	DESCRIPTION	QTY	U
<b>1 General Items</b>			
1.01	Mob/Demob	1	
1.02	Bonding Insurance	1	
1.03	Geotechnical Investigation (Parking Area and New Building Center)	1	
1.04	Geotechnical Testing Allowance	1	
1.05	Dewatering	1	
1.06	Erosion and Sediment Control	1	
<b>2 Beach Upgrades</b>			
2.01	Tree Clearing	865	
2.02	Excavation (Earth)	435	
2.03	Imported Sand	770	
2.04	Granular 'A' for Walking Path	15	
2.05	Clearstone for Walking Path	5	
2.06	Topsoil and Sod (100mm)	1	
2.07	Benches, Garbage Containers and Picnic Tables	1	
2.08	Signage	1	
2.09	Relocate Floating Dock	1	
2.10	Bicycle Rack	1	
2.11	Shoreline Rip Rap	1	
<b>3 Marina</b>			
3.01	Pier A Floating Dock System	1	
3.02	Pier B Floating Dock System	1	
3.03	Float Plane Dock	1	
3.04	Security Gates	3	
3.05	Electrical Services to Expanded Marina (30A and 60A)	1	
3.06	Water service to Expanded Marina	1	
3.07	New Parking Area (Excavate, Backfill, Granulars & Fencing)	1	
3.08	New Retaining Wall at Boat Launch	1	
3.09	Refurbish Shoreline (Rip-Rap and Topsoil/Sodding)	1	
3.10	Marina Centre Building (Office/shop, washrooms, changerooms)	1	
3.11	Sewer and water service for Marina Centre Building	1	
3.12	Electrical service for Marina Centre Building	1	
<b>4 Norisle Park</b>			
4.01	Refurbish Mill Building	1	
4.02	Construct Break Wall Behind Water Treatment Plant	1	
4.03	Refurbish Shoreline (Blast Rock and Erosion Control Matting)	1	

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**Appendix B**

Kropf Industrial Quotation



1 Quebec Drive, Seguin, Ontario P2A 0B2  
1.888.480.3777 F 705.378.5068 T 705.378.2453  
www.kropfindustrial.com info@kropfindustrial.com

October 12, 2021

J.L. Richards & Associates  
314 Countryside Dr.  
Sudbury, ON  
P3E 6G2

Attention: John Cannard

Re: Township of Assiginack Marina

Dear John,

Thank you for your inquiry regarding our floating dock systems. We appreciate your interest in our products and have prepared the following information for your consideration.

### **Proposal A**

#### **Pier A - Specifications**

Kropf Marine proposes to supply and install one floating dock system as per the attached layout drawing entitled "Proposal A Oct 4-21", and with the following specifications:

- Single 3/16" x 30" spiral-welded steel floatation pipes in each main dock section
- Single 3/16" x 24" spiral-welded steel floatation pipes full length in each finger dock section
  - Finger pipe runs continuously from end of one finger through main dock to the end of the opposite finger
- Welded steel sub-structure and framing
- Anchor chain tubes with formed bell flanges and key slots
- All steel surfaces thoroughly sandblasted
- All steel surfaces spray coated with Amerlock 2 epoxy in climate-controlled indoor paint booth
- Magnesium sacrificial anodes bolt-mounted to end caps of float pipes
- Fingers bolted to main dock sections with 3/4" HDG structural bolts
  - Finger and main dock section creates a rigid "T-dock" assembly
- T-dock sections fastened together with robust and silent hinge connections
  - Hinge connection includes 1-1/2" HDG steel hinge pin with tapers at both ends
  - Hinge pin is installed in 1" thick steel ears with tapered holes
- 4" x 4" pressure-treated stringers bolted to steel frame
- 2" x 6" pressure-treated deck boards screw-mounted to stringers
  - Deck boards to have bevel-cut ends for trim finished appearance
- Twin 2" x 8" pressure-treated skirt boards



- Corners of skirt boards miter cut
- All pressure-treated material to be brown Micro-Pro Sienna treatment process
- ~24" freeboard
- 10" cast-aluminum cleats through-bolted to stringers
- 4' x 16' aluminum ramp with two handrails
  - Ramp to have pivot mount fastened to the shore wall
  - Aluminum wear plates for roller wheels
  - 1" guide pin with a guide slot on the first main dock
  - Tapered transition at dock end
- 3 ton concrete anchors on main dock
- 1/2" Gr 40 HDG anchor chain to all anchors
- Complete delivery, launch and installation
- Exclusions:
  - Removal of any existing dock system
  - Permits and approvals

### **Pier B - Specifications**

Kropf Marine proposes to supply and install one floating dock system as per the attached layout drawings entitled "Proposal A Oct 4-21", and with the following specifications:

- Twin 3/16" x 24" spiral-welded steel floatation pipes full length in each main dock section
- Single 3/16" x 24" spiral-welded steel floatation pipe full length in each finger dock
- Welded steel sub-structure and framing
- Robust and silent hinge connection between main dock sections
  - Tapered pins and ears with internal rubber bushing
- Fingers bolted to main docks with 3/4" HDG structural bolts
- Anchor chain tubes with formed bell flanges and key slots
- All steel surfaces thoroughly sandblasted
- All steel surfaces spray coated with Amerlock 2 epoxy in climate-controlled indoor paint booth
- Magnesium sacrificial anodes bolt-mounted to end caps of float pipes
- 4" x 4" pressure-treated stringers bolted to steel frame
- 2" x 6" pressure-treated deck boards screw-mounted to stringers
  - Deck boards to have bevel-cut ends for trim finished appearance
- Twin 2" x 8" pressure-treated skirt boards
  - Corners of skirt boards miter cut
- All pressure-treated material to be brown Micro-Pro Sienna treatment process
- ~24" freeboard
- 10" cast-aluminum cleats through-bolted to stringers
- 4' x 16' aluminum ramp with two handrails
  - Ramp to have pivot mount fastened to the shore wall
  - Aluminum wear plates for roller wheels
  - 1" guide pin with a guide slot on the first main dock
  - Tapered transition at dock end
- 3 ton concrete anchor blocks
- 1/2" Gr 40 HDG anchor chain to all anchors
- Complete delivery, launch and installation
- Exclusions:
  - Removal of any existing dock system
  - Permits and approvals

### **Proposal A - Phased Pricing**

**Phase 1 - Pier A Budget Price: \$250,000.00 + HST**

**Phase 2 - Pier B Budget Price: \$280,000.00 + HST**

### **Proposal A – Single Phase Pricing**

**Complete Pier A & B Budget Price: \$520,000.00 + HST**

### **Option Pricing**

Kropf Marine offers a variety of options to enhance our floating dock systems. Several of these options are priced below:

#### **Decking Upgrade**

##### **Moistureshield Composite Decking on Docks**

Kropf Industrial proposes to upgrade the deck boards to Moistureshield composite decking as per the following specifications:

- All 2" x 6" pressure-treated deck boards to be deleted
- 1" x 6" Moistureshield Vantage composite decking screw-mounted to treated stringers
- Deck boards installed with colour-matched composite deck screws
- 2" x 10" pressure-treated skirt boards to remain
- Moistureshield has the following features:
  - o Advanced composite decking material
  - o Manufactured from recycled plastics and wood fibers
  - o Wood fibers individually encapsulated to prevent shrinkage and expansion
  - o Natural wood-grain finish pressed into both sides of boards
  - o Available in a variety of colours
  - o Limited lifetime residential warranty
  - o Will not splinter, crack, warp, check, or rot

##### **Thruflow Legacy Decking on Ramps**

Kropf Industrial proposes to upgrade the decking on the ramp to Thruflow legacy decking panels:

- Panels made from reinforced virgin polypropylene with advanced bonding technology
- 360 degree non-slip knurled finish in wet and dry conditions
- 43% open area in panels
- UV stabilized
- Limited lifetime warranty
- Three colours to choose from

**Complete Pier A & B Decking Upgrade Price:           \$34,000.00 + HST**

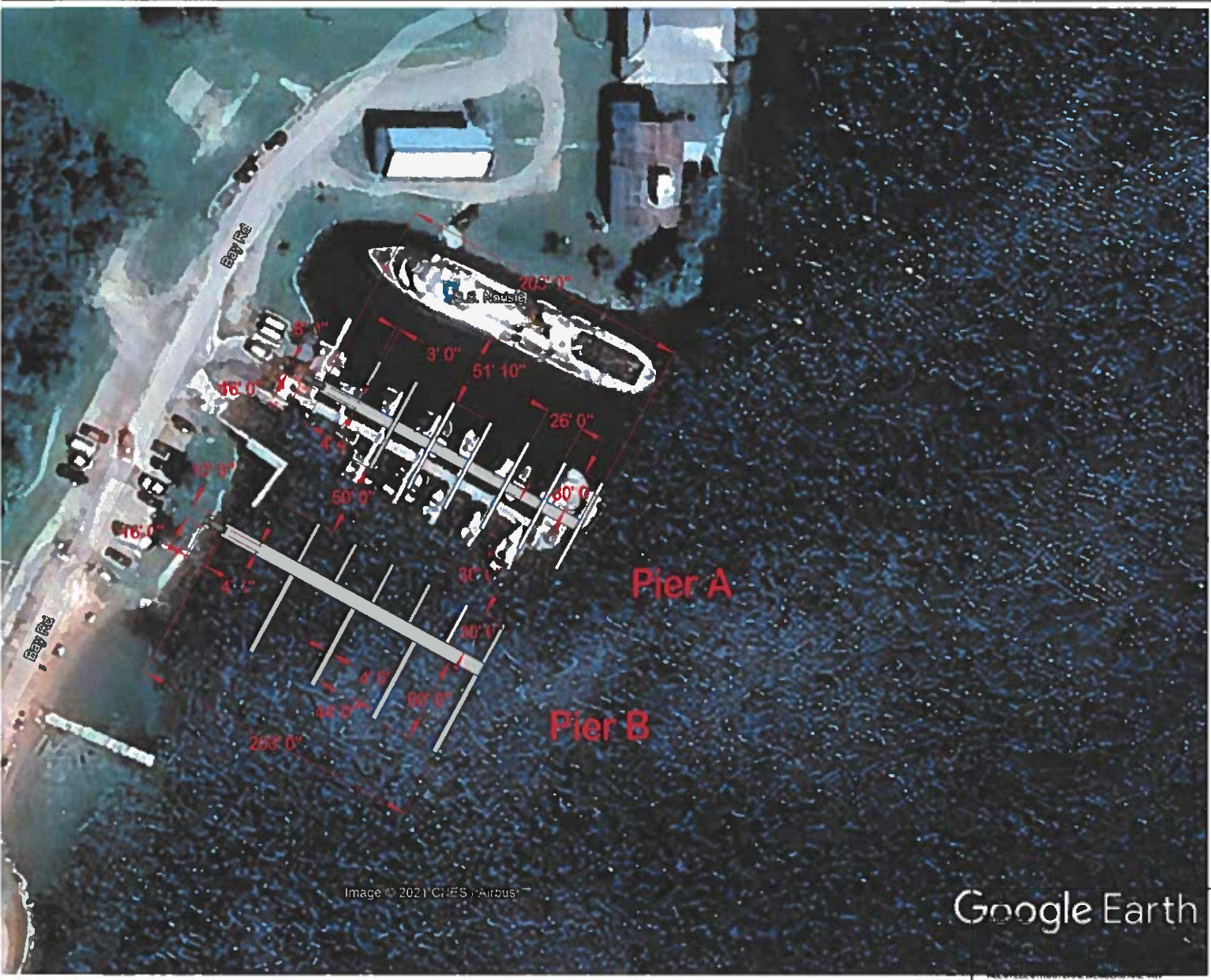
Other options, such as solar dock lights or a variety of bumper profiles, are also available. If you are interested, please inquire about details and pricing.

This dock would be coated indoors in our climate-controlled indoor paint booth. The expected service life of the floatation system is 35+ years.

If you should have any questions or comments, please do not hesitate to contact me. I look forward to your response to this quote.

Best regards,

Jordan Kropf  
*Sales Manager*  
*Kropf Industrial Inc.*  
*T: 888-480-3777 ext. 238*  
[jordan@kropfindustrial.com](mailto:jordan@kropfindustrial.com)



3. UNLESS OTHERWISE SPECIFIED BOM IS STEEL  
4. SPECIFIED LOADS

A	TITLE
3	SCALE
1	DETAIL NUMBER
2	SHEET NUMBER - WHERE DETAIL REQUIRED
3	SHEET NUMBER - WHERE DETAIL LOCATED

File Name	<b>Proposal A Oct 4-21</b>
Location	<b>Manitowaning</b>
CUSTOMER	<b>Township Of Assinack Marina</b>

DRAWING	<b>Proposed Dock Layout Option "A"</b>
DATE	<b>Oct 4-2021</b>
DRAWN BY	<b>MS</b>

**KROPF** CONDUIT  
AGUACULTURE  
MARINE  
INDUSTRIAL INC

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JOB NUMBER	
SHEET NUMBER	



Platinum  
member

[www.jlrichards.ca](http://www.jlrichards.ca)

**Ottawa**

864 Lady Ellen Place  
Ottawa ON Canada  
K1Z 5M2  
Tel: 613 728-3571

[ottawa@jlrichards.ca](mailto:ottawa@jlrichards.ca)

**Kingston**

203-863 Princess Street  
Kingston ON Canada  
K7L 5N4  
Tel: 613 544-1424

[kingston@jlrichards.ca](mailto:kingston@jlrichards.ca)

**Sudbury**

314 Countryside Drive  
Sudbury ON Canada  
P3E 6G2  
Tel: 705 522-8174

[sudbury@jlrichards.ca](mailto:sudbury@jlrichards.ca)

**Timmins**

834 Mountjoy Street S  
Timmins ON Canada  
P4N 7C5  
Tel: 705 360-1899

[timmins@jlrichards.ca](mailto:timmins@jlrichards.ca)

**North Bay**

501-555 Oak Street E  
North Bay ON Canada  
P1B 8L3  
Tel: 705 495-7597

[northbay@jlrichards.ca](mailto:northbay@jlrichards.ca)

**Hawkesbury**

326 Bertha Street  
Hawkesbury ON Canada  
K6A 2A8  
Tel: 613 632-0287

[hawkesbury@jlrichards.ca](mailto:hawkesbury@jlrichards.ca)

**Guelph**

107-450 Speedvale Ave. West  
Guelph ON Canada  
N1H 7Y6  
Tel: 519 763-0713

[guelph@jlrichards.ca](mailto:guelph@jlrichards.ca)



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    0031414                                      0031448  
 Cheque Date    First                      Last  
**Sorted By:**    Cheque Number

Distribution Types Included: All

ChqNo:	Date:	Vendor:	Amount:
0031414	2021-11-08	COMPUTREK	\$637.22
InvNo: 24288	InvDesc: nov remote server mgmt	InvAmt:	\$794.28
InvNo: 24403	InvDesc: oct offsite backup storage	InvAmt:	\$42.94
0031415	2021-11-08	G. STEPHEN WATT, BARRISTER	\$3,025.58
InvNo: 3826	InvDesc: general legal	InvAmt:	\$3,025.58
0031416	2021-11-08	FREDA BOND	\$491.15
InvNo: 2021 WEDDINGS	InvDesc: wedding officiant/mileage	InvAmt:	\$491.15
0031417	2021-11-08	GERRY STRONG	\$153.85
InvNo: NOV 8 2021	InvDesc: bldg insp mileage	InvAmt:	\$153.85
0031418	2021-11-08	GFL ENVIRONMENTAL INC 2019	\$4,082.10
InvNo: G00000016511	InvDesc: oct recycling transport	InvAmt:	\$4,082.10
0031419	2021-11-08	HYDRO ONE NETWORKS INC.	\$7,995.50
InvNo: OCT 22 2021 DOCKS	InvDesc: marina docks	InvAmt:	\$113.06
InvNo: OCT 22 2021 PO/BNK	InvDesc: po/bnk	InvAmt:	\$484.03
InvNo: OCT 22 2021 TENNIS	InvDesc: tennis courts	InvAmt:	\$32.62
InvNo: OCT 22 2021 ARENA	InvDesc: arena	InvAmt:	\$591.95
InvNo: OCT 22 2021 SS WTP	InvDesc: ss wtp	InvAmt:	\$652.57
InvNo: OCT 22 2021 INFO BTH	InvDesc: info booth	InvAmt:	\$33.40
InvNo: OCT 22 2021 SHWRHSE	InvDesc: marina showerhouse	InvAmt:	\$133.95
InvNo: OCT 22 2021 LIB	InvDesc: library bldg	InvAmt:	\$193.07
InvNo: OCT 27 2021 LITES	InvDesc: street lites	InvAmt:	\$555.55
InvNo: OCT 28 2021 LAGOON	InvDesc: lagoon	InvAmt:	\$2,340.13
InvNo: OCT 26 2021 MTG WTP	InvDesc: mtg wtp	InvAmt:	\$2,860.03
InvNo: OCT 28 2021 PW	InvDesc: pw microfit	InvAmt:	\$5.14
0031420	2021-11-08	JACKIE WHITE	\$37.23
InvNo: 701-3467088-5833813	InvDesc: arena-canteen supplies reimb.	InvAmt:	\$11.36
InvNo: OCT 12 2021	InvDesc: pec-reimb.thank you cards	InvAmt:	\$25.87
0031421	2021-11-08	JEREMY COOPER	\$122.75
InvNo: 2	InvDesc: pw-reimb.training exp	InvAmt:	\$122.75
0031422	2021-11-08	M&L SUPPLY - FIRE & SAFETY	\$1,158.85
InvNo: 009759	InvDesc: fd-scba kit	InvAmt:	\$971.54

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

InvNo: 009760      InvDesc: fd-refurb.mask (soba)      InvAmt: \$187.31

ChqNo:	Date:	Vendor:	Amount:
0031423	2021-11-08	MANITOWANING MILL & HOME BUILDING CENTRE	\$4,002.66

InvNo: 0229818      InvDesc: lib bldg-mop head      InvAmt: \$13.55

InvNo: 0229819      InvDesc: arena-caulking/mstr flash      InvAmt: \$142.68

InvNo: 0227938      InvDesc: marina-tarp      InvAmt: \$27.11

InvNo: 0228754      InvDesc: arena-netting      InvAmt: \$33.89

InvNo: 0229088      InvDesc: arena-sprayer/clmps/etc      InvAmt: \$99.24

InvNo: 022929      InvDesc: arena-ice cleats      InvAmt: \$81.33

InvNo: 0229371      InvDesc: arena-coffee filters      InvAmt: \$3.94

InvNo: 0229441      InvDesc: arena-plumbing supplies      InvAmt: \$104.43

InvNo: 0229443      InvDesc: arena-pump      InvAmt: \$416.97

InvNo: 0229450      InvDesc: arena-plumb,supplies      InvAmt: \$51.36

InvNo: 0227789      InvDesc: fd-train.trailer mater.(grant)      InvAmt: \$3,028.16

ChqNo:	Date:	Vendor:	Amount:
0031424	2021-11-08	MANITOULIN EXPOSITOR	\$256.17

InvNo: 111337      InvDesc: advertising      InvAmt: \$256.17

ChqNo:	Date:	Vendor:	Amount:
0031425	2021-11-08	MANITOULIN STUDENT AID FUND	\$300.00

InvNo: 2021 DONATION      InvDesc: 2021 donation      InvAmt: \$300.00

ChqNo:	Date:	Vendor:	Amount:
0031426	2021-11-08	MANITOWANING PHARMACY	\$16.68

InvNo: 191619      InvDesc: arena-first aid kit supplies      InvAmt: \$14.44

InvNo: 191361      InvDesc: admin-coin wrappers      InvAmt: \$2.24

ChqNo:	Date:	Vendor:	Amount:
0031427	2021-11-08	MANITOWANING FRESHMART	\$32.98

InvNo: 00041586      InvDesc: admin-misc kitchen supplies      InvAmt: \$11.55

InvNo: 00041521      InvDesc: arena-canteen supplies      InvAmt: \$7.90

InvNo: 00043420      InvDesc: arena canteen - supplies      InvAmt: \$13.53

ChqNo:	Date:	Vendor:	Amount:
0031428	2021-11-08	MASSEY WHOLESALE LTD.	\$577.88

InvNo: IN0000001134558      InvDesc: arena canteen-stock/supplies      InvAmt: \$223.46

InvNo: IN0000001135284      InvDesc: arena canteen-stock      InvAmt: \$354.42

ChqNo:	Date:	Vendor:	Amount:
0031429	2021-11-08	MCDUGALL FUELS	\$61.95

InvNo: 5428408      InvDesc: arena-zamb.propane cylinders      InvAmt: \$61.95

ChqNo:	Date:	Vendor:	Amount:
0031430	2021-11-08	MINISTER OF FINANCE	\$21,769.00

InvNo: 282010210959011      InvDesc: sept policing      InvAmt: \$22,570.00

ChqNo:	Date:	Vendor:	Amount:
0031431	2021-11-08	NORTHERN 911	\$459.50

InvNo: 21216-11012021      InvDesc: 911 dispatch nov      InvAmt: \$459.50

ChqNo:	Date:	Vendor:	Amount:
0031432	2021-11-08	ONTARIO CLEAN WATER AGENCY	\$4,011.95

InvNo: INV00000015431      InvDesc: mtg wtp-pre-chlorine analyzer      InvAmt: \$3,710.03

The Township of Assiginack  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

InvNo: INV00000015380      InvDesc: ss wtp-lighting repairs      InvAmt: \$301.92

ChqNo:	0031433	Date:	2021-11-08	Vendor:	PATRICK SPRACK LIMITED	Amount:	\$45,447.47
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InvNo: J007540      InvDesc: icip grnt-pyt #1 ballfld lites      InvAmt: \$45,447.47

ChqNo:	0031434	Date:	2021-11-08	Vendor:	PAUL METHNER	Amount:	\$1,000.00
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InvNo: #2021-10-30      InvDesc: oct animal control      InvAmt: \$1,000.00

ChqNo:	0031435	Date:	2021-11-08	Vendor:	RECEIVER GENERAL	Amount:	\$16,489.20
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InvNo: OCT 2021      InvDesc: oct source deductions      InvAmt: \$16,489.20

ChqNo:	0031436	Date:	2021-11-08	Vendor:	STEVE WOOD	Amount:	\$150.00
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InvNo: OCT 2021      InvDesc: pw-workboot allowance      InvAmt: \$150.00

ChqNo:	0031437	Date:	2021-11-08	Vendor:	SUPERIOR PROPANE INC.	Amount:	\$35.60
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InvNo: 36047780      InvDesc: pw-cylinder rental      InvAmt: \$11.87

InvNo: 36047781      InvDesc: arena-cylinder rental      InvAmt: \$23.73

ChqNo:	0031438	Date:	2021-11-08	Vendor:	MANITOULIN SECONDARY SCHOOL	Amount:	\$852.40
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InvNo: 2021 HAUNTED RIDE      InvDesc: donation mss food lkr-re haunt      InvAmt: \$852.40

ChqNo:	0031439	Date:	2021-11-08	Vendor:	CHRISTINE MCNAUGHTON	Amount:	\$250.00
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InvNo: 10/25/2021      InvDesc: pec-bath bombs wrkshp/supplies      InvAmt: \$250.00

ChqNo:	0031440	Date:	2021-11-08	Vendor:	JOHN SAUL HEATING	Amount:	\$909.65
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InvNo: 2111043      InvDesc: po/bnk bldg-furn.clnng/inspct      InvAmt: \$367.25

InvNo: 211104A      InvDesc: mun.office-furn.clnng/inspect      InvAmt: \$322.05

InvNo: 211105      InvDesc: lib/clinic-cln hrv units/etc      InvAmt: \$220.35

ChqNo:	0031441	Date:	2021-11-08	Vendor:	STARFIELD LION COMPANY	Amount:	\$496.42
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InvNo: 1018910      InvDesc: fd-bunker gear(2) cln/repairs      InvAmt: \$496.42

ChqNo:	0031442	Date:	2021-11-08	Vendor:	ED BUDGE	Amount:	\$150.00
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InvNo: 261693      InvDesc: arena-door repairs      InvAmt: \$150.00

ChqNo:	0031443	Date:	2021-11-08	Vendor:	J.MILLETTE FORESTRY	Amount:	\$565.00
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InvNo: 000085      InvDesc: centotaph-tree removal      InvAmt: \$565.00

ChqNo:	0031444	Date:	2021-11-08	Vendor:	J.L.RICHARDS & ASSOC LIMITED	Amount:	\$1,898.40
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InvNo: 101324      InvDesc: wtrfront devel costing      InvAmt: \$1,898.40

ChqNo:	0031445	Date:	2021-11-08	Vendor:	LESLEY A SMITH	Amount:	\$272.80
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InvNo: 1      InvDesc: pec-yoga (oct classes)      InvAmt: \$272.80

ChqNo:	0031446	Date:	2021-11-08	Vendor:	TERRASTAR BUILDING PRODUCTS INC.	Amount:	\$56.95
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InvNo: 10898      InvDesc: arena-screws for roof      InvAmt: \$56.95

ChqNo:	0031447	Date:	2021-11-08	Vendor:	WAT SUPPLIES	Amount:	\$967.27
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InvNo: 258831      InvDesc: misc bldgs-pallet sidewlk salt      InvAmt: \$967.27

ChqNo:	0031448	Date:	2021-11-08	Vendor:	WINDOWS UNLIMITED	Amount:	\$5,336.18
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InvNo: 894625      InvDesc: rdside prks/g.pickup      InvAmt: \$2,997.08

InvNo: 885203      InvDesc: po-clning Inside (1/2 bal yr)      InvAmt: \$960.50

InvNo: 885202      InvDesc: assist furnace clean/insp      InvAmt: \$248.60



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

InvNo: 885201

InvDesc: arena-roof repairs

InvAmt: \$1,130.00

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

**Report Total:**

**\$124,270.34**

Payment #	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0031405	2021-11-08	11/08COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0031406	2021-11-08	11/08COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0031407	2021-11-08	11/08COMB	133	BOND, FREDA	OUTSTANDING	Cheque
0031408	2021-11-08	11/08COMB	219	JONES, CHRISTIANNA	OUTSTANDING	Cheque
0031409	2021-11-08	11/08COMB	367	QUACKENBUSH, MICHAEL	OUTSTANDING	Cheque
0031410	2021-11-08	11/08COMB	378	MILLETTE, SHELBA	OUTSTANDING	Cheque
0031411	2021-11-08	11/08COMB	382	COOPER, ANDREW	OUTSTANDING	Cheque
0031412	2021-11-08	11/08COMB	383	MENDE, JONATHAN	OUTSTANDING	Cheque
0031413	2021-11-08	11/08COMB	384	CASE, LORI	OUTSTANDING	Cheque
2825	2021-11-08	11/08COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
2826	2021-11-08	11/08COMB	118	COOPER, RONALD	OUTSTANDING	Direct Deposit
2827	2021-11-08	11/08COMB	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit
2828	2021-11-08	11/08COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
2829	2021-11-08	11/08COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
2830	2021-11-08	11/08COMB	218	MCDOWELL, DAVID	OUTSTANDING	Direct Deposit
2831	2021-11-08	11/08COMB	220	HAM, DAVID	OUTSTANDING	Direct Deposit
2832	2021-11-08	11/08COMB	221	MAGUIRE, ROBERT	OUTSTANDING	Direct Deposit
2833	2021-11-08	11/08COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
2834	2021-11-08	11/08COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
2835	2021-11-08	11/08COMB	362	SAGLE, EDDY	OUTSTANDING	Direct Deposit
2836	2021-11-08	11/08COMB	364	BOND, KYLE	OUTSTANDING	Direct Deposit
2837	2021-11-08	11/08COMB	365	BOWERMAN, COLE	OUTSTANDING	Direct Deposit
2838	2021-11-08	11/08COMB	370	LENTIR, CRYSTAL	OUTSTANDING	Direct Deposit
2839	2021-11-08	11/08COMB	381	COOPER, JEREMY	OUTSTANDING	Direct Deposit

Total : \$22,274.16

# Alton Hobbs

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**From:** Christianna Jones <joneschristianna@gmail.com>  
**Sent:** November 9, 2021 9:30 PM  
**To:** Alton Hobbs; Dave Ham; Hugh Moggy; Rob Maguire; dave mcdowell  
**Subject:** Items for the Economic Development Meeting

Evening:

Next Tuesday is our Economic Development Committee meeting. I am hoping that a meeting reminder can be sent out tomorrow to the community members informing them of the upcoming meeting and maybe asking for agenda items.

I have a few agenda items:

- discussion on possible trail development on the green space in Clover Valley
- attracting manufacturing or other businesses, what kind of economic development incentive
- building development relationships with Wikwemikong
- discussion on the Kagawong Marina space and our plans.
- Renovation of the downstairs of Burns Wharf theatre into a gallery or usable space that could incorporate the use of the amphitheatre
- electric car charging stations - funding available  
<https://www.nrcan.gc.ca/energy-efficiency/transportation-alternative-fuels/zero-emission-vehicle-infrastructure-program/21876>. Follow up to see if there might be another call for proposals.
- rebranding efforts for the community

Christianna

**From:** Julie Poirier Mensinga <janice@omafra.ccsend.com> on behalf of Julie Poirier Mensinga <julie.poiriermensinga@ontario.ca>  
**Sent:** November 1, 2021 8:31 AM  
**To:** clerktreasurer@eastlink.ca  
**Subject:** Algoma, Manitoulin, Sudbury West Ag News, November 2021

## November 2021

**Brought to you by Julie Poirier Mensinga, Agriculture Development Advisor**

Below is news for the agri-food industry in Algoma, Manitoulin, and West Sudbury

For more information contact the Agriculture Information Contact Centre at  
1-877-424-1300 or email: [ag.info.omafra@ontario.ca](mailto:ag.info.omafra@ontario.ca)

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

## Upcoming Events

### **OMAFRA Dateline**

Calendar of events directed to agriculture and regional economic development interests at  
<http://www.omafra.gov.on.ca/english/rural/edr/events-training.htm>

### **Upcoming Ecological Farmers Association of Ontario Events**

**The following events are webinars unless otherwise indicated:**

- November 1 - Holistic Farm Design
- November 2 - Beyond Land Acknowledgements
- November 3 - Planning for Production
- November 4 - What are Co-ops and why do they Matter Now?
- November 8 - Marketing and Distribution
- November 9 - Finances and Budgets
- November 10 - Meeting Small Business Requirements on the Farm
- November 11 - Innovative Models of Land Access
- November 29 - Conference: Cultivating Common Ground: 2021 Virtual EFAO Conference
- December 14 - Virtual Meet-up: Farmer-led Research Virtual Meet-ups

**Register at: [Events | EFAO](#)**

### **Municipal Agriculture Economic Development Forum**

November 3 & 4, 2021

Join the annual Municipal Agriculture Economic Development and Planning Forum taking place from November 3-4, 2021. This virtual event will feature industry experts in discussions on agri-tech, entrepreneurship, exploring innovative ways of doing business and building a resilient agri-food sector in response to the COVID-19 pandemic.

For more information, visit [yorklink.ca/agrifoodforum](http://yorklink.ca/agrifoodforum)

## Grazing Cover Crops Webinars - Sustaining Life Above and Below

November 9, 16, & 23, 7:00 - 8:00pm

Grazing Cover Crops Webinars 2021 is back. Join us and hear from producers across Ontario discuss the benefits of grazing cover crops. This year's webinars will also feature presentations from cover crop researchers detailing the latest in cover crop grazing research.

You can view the list of speakers and register here: <https://www.eventbrite.ca/e/cover-crop-grazing-2021-online-tickets-184366684717>

## Forage Focus

November 30, December 1 & 2, 2021

Forage Focus is a forage information conference with a focus on stored feed. This year's event will take place over 3 days from 12-1pm daily from November 30 - December 2, 2021. Registration is free.

November 30: Minimize losses to get the most out of your silage

December 1: Understanding your feed analysis

December 2: Improving alfalfa quality.

For more information on each session and to register, visit: [Forage Focus 2021 - Powered by Eventzilla](#)

## OSCIA Biosecurity Webinars

OSCIA is offering a number of commodity-specific, biosecurity webinars in both English and French, scheduled in September and October. Webinars are customized by commodity-type and include Generic Livestock (Beef, Dairy, Sheep, Goat), Crops and Horticulture, Bees, and Poultry. Webinars consist of two 2-hour sessions, usually held one week apart. Visit OSCIA's website for workshop dates and to register: [Biosecurity Workshop | OSCIA \(ontariosoilcrop.org\)](#)

## OSCIA Environmental Farm Plan Workshops

The Environmental Farm Plan (EFP) is a voluntary environmental education and awareness program.

**There are two ways you can complete your Environmental Farm Plan:**

1. In-person, 2-day workshop (recommended)
2. Electronically (option for farmers looking to update their existing EFP workbook)

For more information and to register visit [EFP](#) or contact David Trivers, Workshop Leader, at [david.trivers@ontariosoilcrop.org](mailto:david.trivers@ontariosoilcrop.org) or 705-989-9683

## Ontario Pesticide ONLINE Courses Available

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

To view available dates and to register call: 1- 800-652-8573 or [register here](#)

## Funding Programs

### Canadian Agricultural Partnership (CAP) Funding for FARMERS & Other Businesses

More information will be available once applications open - Please ensure you are checking the website for details as they come out.

Submit applications between **November 15th & December 6, 2021**

#### Application Information

- 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](#).
- All businesses must complete the [program enrolment form](#) before applying for cost-share funding.
- Cost-share funding under the Partnership is merit-based and project funding amounts are individually established based on project categories.

### SNAPP Intake 3 opens December 6, 2021!

The Sustainable New Agri-Food Products and Productivity (SNAPP) Program is for northern Ontario agriculture and food producers and businesses. SNAPP will provide up to \$10,000 at 50% cost-share towards the purchase of equipment and/or materials that will result in the creation of innovative food or agricultural products new to the business; enhance productivity and/or improve efficiency or resource use through innovation in the process or technology to improve products or processes; or reduce ecological impact and carbon footprint through innovation in the process or technology while enhancing profitability.

Eligible projects must fall under one of the following streams:

- **New Products** – Projects that enable agriculture or food producers to create **primary or processed products** that are new to the business and foster innovation while increasing competitive advantage.
- **Productivity Enhancement** – Projects that **utilize innovative technologies or processes** to increase efficiencies in their operations and improve processes or products.
- **Clean Tech in Agri-Food** – Projects that **adopt clean technology** at the farm/business level and support improved environmental performance while fostering productivity, growth, and competitiveness. Eligible projects must improve environmental performance relative to standard/most commonplace technologies. Therefore, energy efficiency, remanufacturing, or productivity improvement initiatives do not necessarily include clean tech adoption/adaptation.

**Funding:** up to \$10,000.00 at a 50% cost-share for individual applications only (collaborations are not eligible in this intake). Funding is limited and applications will be reviewed on a first come, first served basis.

Please contact your regional representative for more information and to determine if your project is eligible for SNAPP. You must also contact your representative in order to receive an application (applications will not be available before December 6<sup>th</sup>).

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

**Sudbury/Nipissing/Temiskaming/Cochrane/Parry Sound/Muskoka:** Cameron Ford– [info@nofia-agri.com](mailto:info@nofia-agri.com) or (705)647-4782

Visit [www.rainalgoma.ca/SNAPP](http://www.rainalgoma.ca/SNAPP) for more information.

## **Growing Opportunities: Work Integrated Learning Opportunity for Post-Secondary Students**

Growing Opportunities will support Work Integrated Learning (WIL) opportunities in the agriculture industry for agriculture and non-agriculture students.

Employers in agriculture are encouraged to hire students from diverse academic backgrounds and qualify for a wage subsidy of up to \$ 7500 per student.

Placements can be short-term or long-term, full-time or part-time. The only restriction is that the subsidy will be paid out as a percentage (up to 75%) of the total wages paid between September 1, 2021 to March 30, 2022.

Anyone related to the ag industry including non-profit organizations, universities, ag-tech firms, retailers, horticulture, aquaculture can apply for this funding.

Visit CAHRC's website for more details on this program: [AgriTalent | CAHRC - CCRHA](#)

If you have any questions do not hesitate to contact Nadee Imran, AgriTalent Program Manager at [nimran@cahrc-ccrha.ca](mailto:nimran@cahrc-ccrha.ca).

## **Enhanced Agri-food Workplace Protection Program**

Ontario is providing financial support through the [Enhanced Agri-food Workplace Protection Program](#) to help farmers and agri-food workplaces protect their workforces from COVID-19.

- Farms and agri-food businesses that hire three or more employees will be eligible for funding.
- Additional businesses and workers are eligible including corn detassellers, transporters, hatcheries, and primary processing
- The intake opened April 22, 2021, and applications are being accepted until the funding has been fully distributed or until November 30, 2021.
- As part of your application, you will need a written COVID-19 workplace safety plan.

## **Workplace Safety & Prevention Services (WSPS) Funded Consulting & Training:**

[Workplace Safety & Prevention Services \(WSPS\)](#) can provide professional advice and consulting to farms and agri-food businesses – including helping you with a written COVID-19 workplace safety plan! Your workplace may be eligible for two days of services tailored to your needs (worth \$2,000 – paid for by the federal and provincial governments). **Available until February 28, 2022.**

**The following workplaces are eligible:**

- Employers, farm sector organizations and farm associations
- Provincially licensed meat plants
- Other food processors who employ 1-49 employees

**Please reach out to WSPS by:**

- Telephone: 1-877-494-9777 to speak with a customer service representative
- E-mail: [agriculture@wsp.ca](mailto:agriculture@wsp.ca)

- Visit: [wsps.news/FPCOVID](https://wsps.news/FPCOVID)

## Information

### Government Resources and Updates (COVID)

Both the Government of Canada and Ontario have useful information for farmers and agribusiness owners about the COVID-19 pandemic. Please click on the links below for more information:

[Government of Ontario](#)

[Government of Canada](#)

Subscribe to Receive My Updates

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

[Unsubscribe clerktreasurer@eastlink.ca](mailto:unsubscribe_clerktreasurer@eastlink.ca)

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





80 Commerce Valley Drive E, Suite 1  
Markham, ON L3T 0B2  
Phone: 905-739-9739 • Fax: 905-739-9740  
Web: cupe.on.ca E-mail: info@cupe.on.ca

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Dear Township of Assiginack Council:

On behalf of CUPE Ontario's nearly 125,000 active members of the Ontario Municipal Employees Retirement System (OMERS), I am writing today to express our serious concerns with OMERS' investment performance.

In 2020, OMERS posted a net loss 2.7%, representing three billion dollars in losses. This was during a year that comparable defined benefit pension plans and funds in Canada posted substantial investment gains. CUPE Ontario investigated further and tracked investment returns at OMERS for ten years. We found that OMERS has underperformed relative to other large pension plans and funds, as well as relative to its own benchmarks. We also found that OMERS no longer shares this critical information in their annual reporting, making it difficult for plan members to hold their investment managers accountable.

Attached you will find a report detailing OMERS investment underperformance. Also attached, you will find the analysis of a third-party actuary (PBI Actuarial consultants) who confirmed that our reasoning and conclusions were sound.

CUPE Ontario believes plan members and employers have the right to know why OMERS' investments have, over a ten-year period, underperformed other large defined benefit pension plans and funds. If OMERS had performed in line with the average large Canadian public pension plan, it would have a substantial, multi-billion-dollar surplus, versus the deficit it currently faces.

Considering the significant impact such underperformance could have on plan members and on all sponsors who hold the liabilities of the plan, **we are calling on OMERS to cooperate fully with an independent and transparent third-party review of its investment performance** transparent and accountable to plan members, sponsors like CUPE Ontario, other unions, and employers like the Township of Assiginack.

We are hoping that the Township of Assiginack Council will join our call for an independent expert review of OMERS. **We are asking you, and other municipal councils across the province, to debate the following motion or to pass a similar motion calling for a third-party expert review of OMERS.** The terms of such a review would need to be agreed upon by sponsors and they could explore whether reasonable costs could be funded from the plan.

---

Fred Hahn  
President

PUBLIC SERVICES SAVE LIVES

Candace Rennick  
Secretary-Treasurer

We simply cannot afford another decade of investment returns so far below other pension plans and funds. We know that ensuring strong investment returns is a goal shared by employers like the Township of Assiginack and by unions like CUPE.

CUPE Ontario staff person Liam Bedard is available to answer any questions you may have. He can be reached at [lbedard@cupe.on.ca](mailto:lbedard@cupe.on.ca).

All materials are available in French at [cupe.on.ca/francaisomers](http://cupe.on.ca/francaisomers).

It's time for all of us to work together to #FixOMERS.

Thank you,



Fred Hahn  
President of CUPE Ontario

## **Proposed Motion – Independent Review of OMERS’ Investment Performance**

1. The Township of Assiginack Council is calling for an immediate, comprehensive and independent third-party expert review of OMERS’ investment performance and practices over the past ten years, conducted by the OMERS Pension Plan’s sponsors and stakeholders.
2. Such a review would, at a minimum:
  - a. Compare OMERS plan-level, and asset class-level performance to other comparable defined benefit pension plans and funds, OMERS internal benchmarks, and market-based benchmarks.
  - b. Examine OMERS decision-making processes around the timing of various investment decisions.
  - c. Assess the risk management policies and protocols that were in place and determine if they were followed and/or if they were sufficient to protect the plan from undue risk.
  - d. Assess whether the disclosures provided to the OMERS Administrative and Sponsorship Boards were sufficient evidence to allow the Boards to respond appropriately and in a timely manner.
  - e. Examine executive compensation, investment fees and investment costs at OMERS in comparison to other major defined benefit pension plans and funds.
  - f. Examine other relevant issues identified by the third-party expert review.
  - g. Make recommendations for changes at OMERS to ensure stronger returns moving forward.
  - h. Issue their final report and recommendations in a timely manner.
  - i. Publicly release its full report and recommendations to ensure that it is available to OMERS sponsors, stakeholders, and plan members.
3. The Township of Assiginack Council further calls on the OMERS Administrative Corporation to:
  - a. Provide all requested data, documentation and information required of the review panel to fulfill its mandate.
  - b. Establish a step-by-step plan, with OMERS sponsors and stakeholders, to implement any recommendations set out in the review report.

October 15, 2021

Township of Assiginack  
PO Box 238  
Manitowaning, ON  
P0P 1N0

*If you would prefer to receive this correspondence electronically, you may e-mail [dleblanc@mresources.net](mailto:dleblanc@mresources.net) and request that your donation letter be sent to your e-mail address. Likewise, you may use the same email address should you wish to unsubscribe from our Christmas mail list.*

*Thank you for helping us preserve our planet.*



Dear Mayor Ham and Council:

Christmas time is around the corner once again and Manitoulin Family Resources' Emergency Food Assistance Program has started the preparations for the 2021 Christmas Food Basket campaign.

The Food Bank & Thrift Store has been providing emergency and seasonal food supports to the residents of Manitoulin district for over 35 years. Last year, thanks to the generosity of community members, businesses, and organizations, our expectations were surpassed. \$56,495.09 was raised, and was put towards the cost of generating 1,002 baskets and gifts for families and individuals in need.

Each basket is tailored to the size of the family and includes a turkey or ham, a generous supply of seasonal food and other food products. In past years, baskets have also included gifts for all children and teens, as well as some winter apparel (hats and mittens) for adults and children.

We hope to, once again, raise a minimum of \$55,000 during this year's Christmas campaign to meet increasing demands, as well as the increased cost of food and transportation. Any surplus funds from the campaign will be used to meet the food security needs throughout the rest of the year. Please be assured that your donations are used responsibly. Given the state of a global pandemic, and finding ourselves already in the fourth wave, we acknowledge that this year's campaign will, again, be quite different. While planning will need to continue to evolve as we move forward, we intend to provide as we are able to for Christmas.

If you would like to contribute to the Christmas campaign, monetary donations are greatly appreciated and can be mailed to our office. Please make cheques payable to 'Manitoulin Family Resources' and indicate on the memo line "Christmas Basket Campaign 2021". We are unable to accept "in-person" monetary donations at our offices at this time.

If you prefer an online option, you can donate via [Canadahelps.org](http://Canadahelps.org) by visiting [www.mresources.net](http://www.mresources.net) and clicking on the 'Donate Now' at the top left side of the page to link you to our donation site. Please follow the instructions, making sure you select 'Christmas Food Hamper Drive' in the drop down window under 'Apply your donation to a specific fund set up by this charity'. Tax receipts will be issued for financial donations over ten (10) dollars.

In the case of non-monetary/food donations, please call the Food Security Program Coordinator at 705 368-3400, ext. 242, to make arrangements for donation drop-offs. Attendance to the Basket Assembly Site will be restricted to preapproved personnel only, so as to ensure compliance with Public Health requirements. Christmas baskets will be prepared and disseminated within communities December 6<sup>th</sup> through to December 17<sup>th</sup>, 2021.

On behalf of the board, volunteers, and staff please accept our sincere thanks, and stay well.

Sincerely,

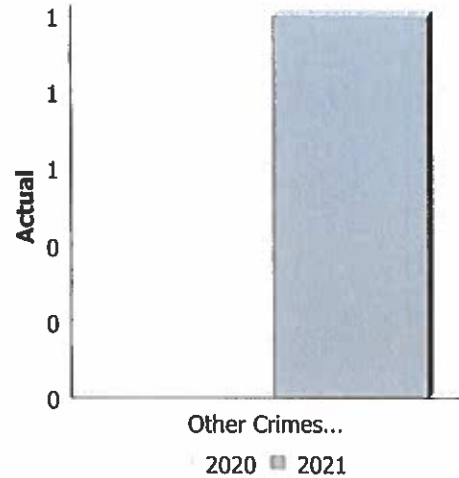


Marrie Hall  
Executive Director

**Police Services Board Report for Township of Assiginack  
Records Management System  
September - 2021**

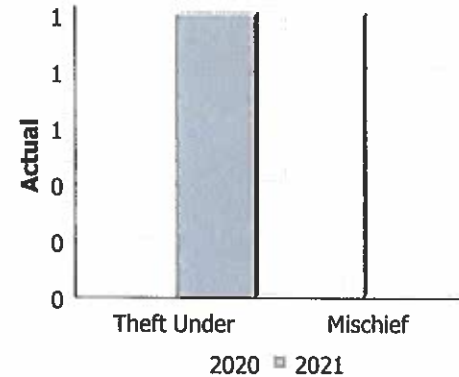
**Violent Crime**

Actual	September			Year to Date - September		
	2020	2021	% Change	2020	2021	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	0	0	--	1	0	-100.0%
Assault	0	0	--	4	3	-25.0%
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	1	--
Other Crimes Against a Person	0	1	--	5	7	40.0%
<b>Total</b>	<b>0</b>	<b>1</b>	<b>--</b>	<b>10</b>	<b>11</b>	<b>10.0%</b>



**Property Crime**

Actual	September			Year to Date - September		
	2020	2021	% Change	2020	2021	% Change
Arson	0	0	--	0	0	--
Break & Enter	0	0	--	2	1	-50.0%
Theft Over	0	0	--	1	0	-100.0%
Theft Under	0	1	--	1	5	400.0%
Have Stolen Goods	0	0	--	0	0	--
Fraud	0	0	--	4	2	-50.0%
Mischief	1	0	-100.0%	1	5	400.0%
<b>Total</b>	<b>1</b>	<b>1</b>	<b>0.0%</b>	<b>9</b>	<b>13</b>	<b>44.4%</b>



**Drug Crime**

Actual	September			Year to Date - September		
	2020	2021	% Change	2020	2021	% Change
Possession	0	0	--	0	0	--
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
<b>Total</b>	<b>0</b>	<b>0</b>	<b>--</b>	<b>0</b>	<b>0</b>	<b>--</b>



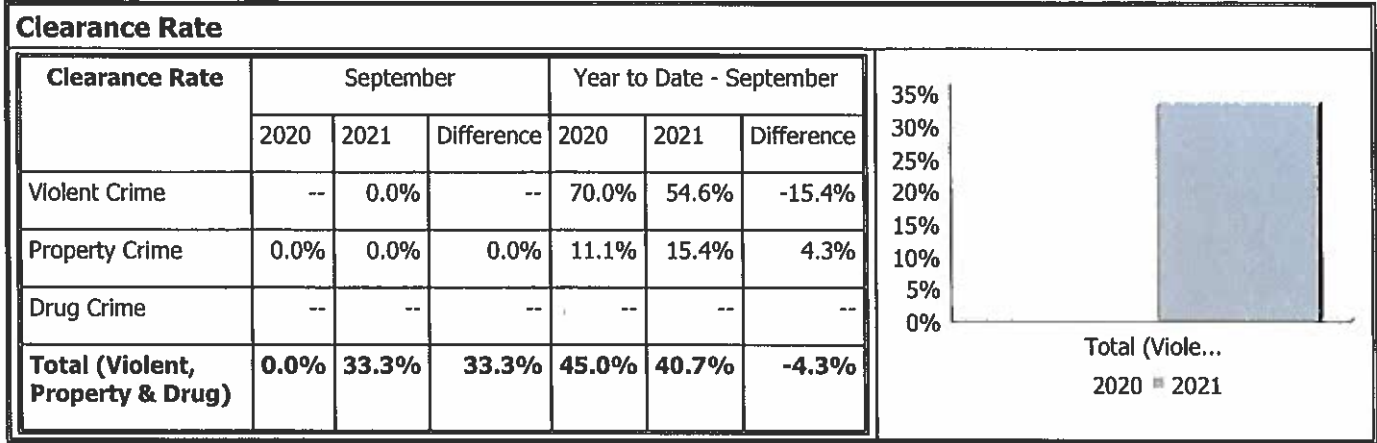
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 Area code(s): 4040 - Assiginack  
 Data source date:  
 2021/11/06

Report Generated by:  
 Ferguson, Carol A.

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Report Generated on:  
 Nov 9, 2021 7:24:02 AM  
 PP-CSC-Operational Planning-4300

**Police Services Board Report for Township of Assiginack  
Records Management System  
September - 2021**



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

**Data Utilized**

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

**Detachment:** 4H - MANITOULIN (Little Current)  
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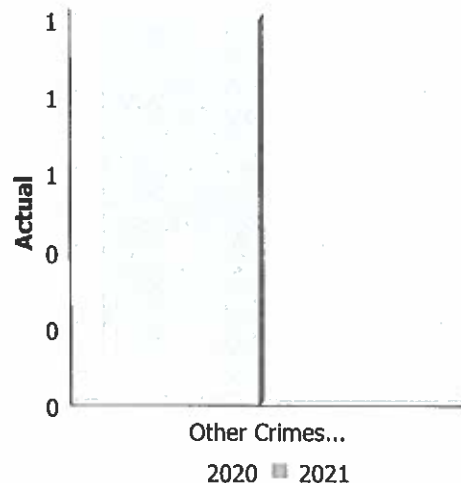
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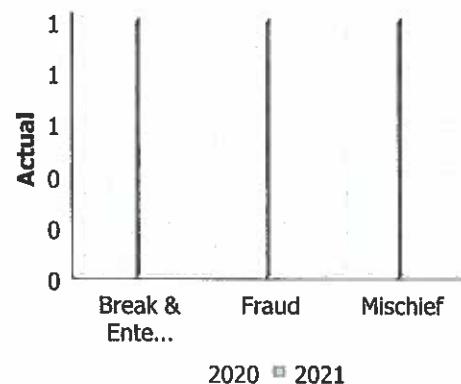
**Violent Crime**

Actual	October			Year to Date - October		
	2020	2021	% Change	2020	2021	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	0	0	--	1	0	-100.0%
Assault	0	0	--	4	3	-25.0%
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	1	--
Other Crimes Against a Person	1	0	-100.0%	6	7	16.7%
<b>Total</b>	<b>1</b>	<b>0</b>	<b>-100.0%</b>	<b>11</b>	<b>11</b>	<b>0.0%</b>



**Property Crime**

Actual	October			Year to Date - October		
	2020	2021	% Change	2020	2021	% Change
Arson	0	0	--	0	0	--
Break & Enter	1	0	-100.0%	3	1	-66.7%
Theft Over	0	0	--	1	0	-100.0%
Theft Under	0	0	--	1	5	400.0%
Have Stolen Goods	0	0	--	0	0	--
Fraud	1	0	-100.0%	5	2	-60.0%
Mischief	1	0	-100.0%	2	5	150.0%
<b>Total</b>	<b>3</b>	<b>0</b>	<b>-100.0%</b>	<b>12</b>	<b>13</b>	<b>8.3%</b>



**Drug Crime**

Actual	October			Year to Date - October		
	2020	2021	% Change	2020	2021	% Change
Possession	0	0	--	0	0	--
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
<b>Total</b>	<b>0</b>	<b>0</b>	<b>--</b>	<b>0</b>	<b>0</b>	<b>--</b>

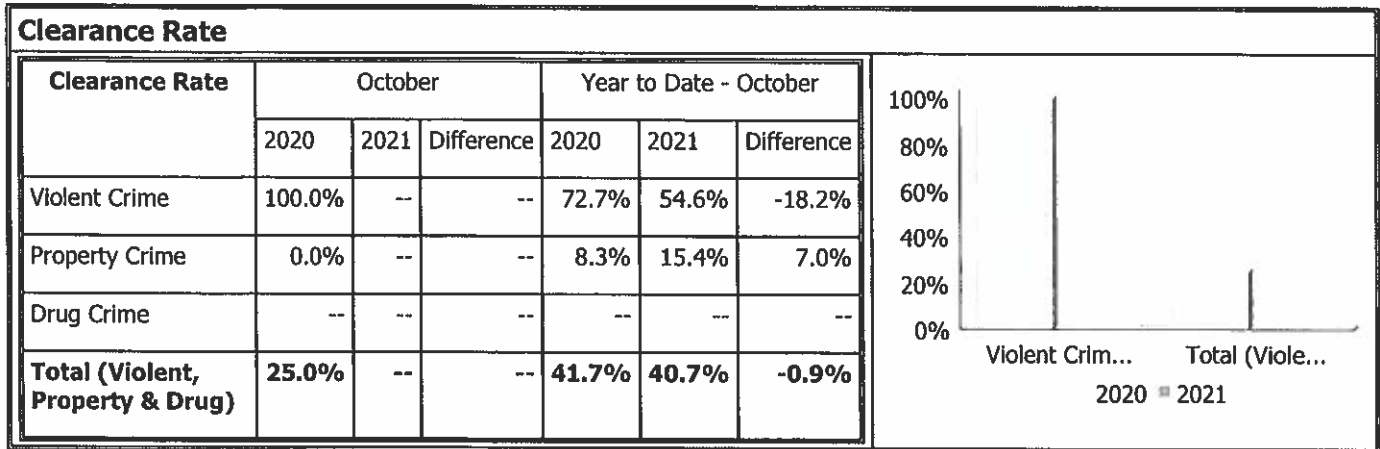


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**Data Utilized**

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**THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK**

**BY-LAW # 21-13**

**BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK  
TO AUTHORIZE AN AGREEMENT WITH HER MAJESTY THE QUEEN AS  
REPRESENTED BY THE NORTHERN ONTARIO HERITAGE FUND.**

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

**AND WHEREAS** Section 5(3) of the Municipal Act, S.O., 2001, c 25, as amended, provides that a municipal power shall be exercised by by-law;

**AND WHEREAS** The Council of the Corporation of the Township of Assiginack deems it beneficial to the community to enter into this agreement.

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

1. THAT we enter the Agreement, attached to and forming part of this by-law.
2. THAT this by-law shall come into force and take effect upon the third and final reading.

Read a first, second and third time and finally passed this 16th day of November, 2021.

---

Mayor: Dave Ham

---

Deputy Clerk: Alton Hobbs

seal



**THE CORPORATION OF THE TOWNSHIP OF ASSIGNACK**

**BY-LAW # 21-14**

**BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF ASSIGNACK  
TO AUTHORIZE AN AGREEMENT WITH HER MAJESTY THE QUEEN AS  
REPRESENTED BY THE INVESTING IN INFRASTRUCTURE PROGRAM COVID  
RESILIANCE INFRASTRUCTURE STREAM.**

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

**AND WHEREAS** Section 5(3) of the Municipal Act, S.O., 2001, c 25, as amended, provides that a municipal power shall be exercised by by-law;

**AND WHEREAS** The Council of the Corporation of the Township of Assignack deems it beneficial to the community to enter into this agreement.

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

1. THAT we enter the Agreement, attached to and forming part of this by-law.
2. THAT this by-law shall come into force and take effect upon the third and final reading.

Read a first, second and third time and finally passed this 16th day of November, 2021.

\_\_\_\_\_  
Mayor: Dave Ham

\_\_\_\_\_  
Deputy Clerk: Alton Hobbs

seal

**CORPORATION OF THE TOWNSHIP OF ASSIGINACK**

**BY-LAW 21- 15**

**BEING A BY-LAW** for the Licensing and Requiring the Registration of Dogs and for the Control and keeping of Dogs within the Municipality of the Township of Assiginack.

**WHEREAS** Section 11(3) of the Municipal Act, 2001, S.O. c25, as amended permits municipalities to pass by-laws for licensing, keeping and prohibiting or regulating dogs within the Municipality;

**AND WHEREAS** Section 103 of the Municipal Act, 2001, S.O. 2001, c25 as amended permits municipalities to provide for the seizure and impounding of animals found at large contrary to this by-law;

**AND WHEREAS** Section 129 of the Municipal Act, 2001, S.O. 2001, c25 as amended, permits municipalities to pass by-laws to prohibit noises likely to disturb inhabitants:

**AND WHEREAS** Council deems it necessary to licence and regulate dogs within the Municipality;

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

1. Short Title: The short title of the By-law is "Animal Control By-law".
2. Enforcement of By-law: The By-law shall be enforced by the "Animal Control Officer".

**SECTION 3 – DEFINITIONS**

- 3.1 **"Animal Control Officer"** includes the person or Association who has been appointed by the Municipality to control dogs and to operate a dog pound to administer this by-law.
- 3.2 **"Commercial Kennel"** means a Breeding Kennel for the breeding of purebred dogs that are registered or eligible for registration; a Boarding Kennel for the temporary lodging of dogs; OR a Kennel used for the lodging of more than 4 dogs kept for activities resulting in monetary gain.
- 3.3 **"Dog"** means a male or female dog over the age of 12 weeks.
- 3.4 **"Licensed Agent"** means any individual or organization contracted by the Township of Assiginack to provide or render services.
- 3.5 **"Owner"** of a dog includes a person who possesses or shelters a dog and where "owns" and "owner" have corresponding meaning.
- 3.6 **"Pound or Shelter"** means the premises that are used for the detention, maintenance or disposal of dogs that have been impounded pursuant to this by-law.
- 3.7 **"Private Kennel"** means a non-commercial private property where more than 4 dogs are kept for the private enjoyment of the owner of the property not resulting in monetary gain.
- 3.8 **"Public Property"** Shall mean any property in the Township of Assiginack owned by the Corporation of the Township of Assiginack.

3.9 "Running at Large" shall mean being found in any place other than the premise of the owner and not under the physical control of any person.

**SECTION 4 – LICENSING**

4.1 No person shall, within the Township of Assiginnack, own or keep any dog without registering and obtaining a license for the dog with the Township.

4.2 No person shall, within the Township of Assiginnack, own or keep more than four (4) dogs without obtaining a Kennel License.

4.3 The license shall be taken out annually on or before the 15<sup>th</sup> day of February each year. The cost of the license shall be as prescribed in the attached Fees Schedule, forming part of this By-law.

4.4 An owner at the time of purchasing a dog license shall furnish the following information to the Township:

- a. The name, address, phone number and email of the owner of the dog and
- b. The breed, name, vaccinations and description of dog.
- c. Authorization to receive and accept annual invoices by email in the same manner as courier mailed letters for legal documents.

4.5 Upon payment of the license fee the owner of the dog shall be supplied with a dog tag.

- a. The said tag shall kept securely affixed to the dog in which it was assigned at all the times.
- b. The dog tag shall not be affixed to any other dog other than the one it was issued for.

4.6 The replacement for a lost license tag shall be as prescribed in the Fee Schedule "A" attached to and forming part of this By-law.

4.7 If there is a change in ownership of a dog during the licensing year, the license holder shall notify the Township of Assiginnack immediately of the change of ownership and the new owner must pay a license transfer fee as prescribed in Schedule "A" of this By-law.

4.8 Commercial and Private Kennels shall be issued separately to dog tags under Section 7 and tags will therefore be required for each dog on the premises.

4.9 Every dog license issued pursuant to this By-law shall expire on the 31<sup>st</sup> of December of the year it was purchased.

4.10 Every dog license shall be renewed prior to March 31 of each calendar year and the fee paid to the Township of Assiginnack. Fees remitted late shall be imposed a penalty and remitted as per attached Schedule "A".

4.11 Licensing fees shall be remitted to the Township of Assiginnack at the time of the issuance of the license and shall be as prescribed in the Schedule "A" attached and hereby incorporated into this By-law.

**SECTION 5 – RESPONSIBILITIES OF THE OWNER**

5.1 No owner of a dog shall permit it to run at large in the Township of Assiginnack and further to this statement understand the full scope of the parameters of Section 8: Running at Large.

- 5.2 No owner shall permit their dog, whether leashed or unleashed to trespass on private property.
- 5.3 No owner shall allow their dog to be on a public road or in a public place at anytime unless the dog is on a leash and such leash is held onto by a responsible person.
- 5.4 Notwithstanding Section 5.3, no dog shall be allowed at anytime in any area designated as a public park or public beach and swimming area.
- 5.5 Every owner of a dog shall forthwith clean up and dispose of any excrement left by the dog on any property of their own. This section 5.5 does not apply to the owners of seeing eye dogs or registered handicap assist dogs.
- 5.6 No owner shall permit their dog to bark or create any noise that is likely to disturb any inhabitant of the Township.
- 5.7 Every person who owns a dog in the Township of Assiginack shall provide such dog or cause it to be provided with such food, potable water, exercise, and attention as may be required to keep it in good health.
- 5.8 If a dog is customarily kept out of doors, the person who owns such a dog shall, at all times, provide for its use, a structurally sound, weatherproof enclosure with off of the ground flooring.
- 5.9 No person in the Township of Assiginack shall keep a dog tethered on a chain, rope or similar restraining device of less than 2.4 meters in length.
- 5.10 Any owner of dog licence shall inform the Township of Assiginack of a change of address within ten (10) business days of the effective change date.

**SECTION 6 – VICIOUS DOGS**

- 6.1 The Animal Control Officer shall investigate any dog bite incident
  - a. Where the Animal Control Officer is satisfied that the dog has, without provocation, bitten a person or domesticated animal, he or she may declare a dog to be vicious dog and require the dog be muzzled and leashed. Dog bite incidence are investigated on a case-by-case basis in order to review the individual circumstances of any given incident.
  - b. Where a dog has been required to be muzzled and leashed, pursuant to Section 6.1a of this By-law, the dog owner shall be provided with a copy of a written notice of the requirements to that effect and shall be formalized on the form as attached to and forming part of this By-law.
  - c. Where a dog has been required to be muzzled and leashed, the dog owner may apply to the Township of Assiginack for a hearing as to whether the requirement should be revoked. An application for a hearing shall be field with the clerk by letter or email within ten (10) business days of the date of delivery of the notice of such requirement.
- 6.2 No person shall, within the Township of Assiginack fail to restrain a dog for which they are the owner, that has been required to be muzzled and leashed. Failure to do so constitutes a breach of this By-law.
- 6.3 For the purposes of this By-law, where “restrain” is used in connection with a dog required to be muzzled and leashed at its owner’s property, “restrain” shall be deemed to mean muzzled and leashed and under the control of a person at least 16 years old, except when:
  - a. Kept indoors in a manner respective of its environmental needs which prevents contact with persons who have not consented to contact, or;

8.1 No person, within the Township of Assiginack, shall fail to prohibit a dog, for which he or she is the owner, from running at large or permit a dog to run at large pursuant to Section 5.1. Failure to do so constitutes a breach of this law.

SECTION 8 – RUNNING AT LARGE

- h. Where a Kennel License has been revoked, the kennel owner may apply to the Township of Assiginack for a hearing as to whether or not the Kennel License should be revoked. An application for a hearing shall be received by letter to the Clerk within ten (10) business days of the date of delivery of the written notice that the Kennel License has been revoked.
- g. The Animal Control Officer or any other duly authorized person may revoke any license where the owner or operator of the kennel does not comply with the provisions of this by-law or any applicable municipal by-laws, provincial or federal statutes or regulations, and,
- f. The owner, operator or a person designated by the owner or operator shall attend the kennel at least once every 12 hours and operate such kennel in a professional standard consistent with the current legislation;
- e. No part of Kennel shall be constructed or maintained closer than 30 meters from the nearest property line of any adjacent residence;
- d. No Kennel shall be permitted on a property of less than 5 acres;
- c. A kennel shall be permitted only in premises zoned for the purpose of the boarding and breeding of dogs and associated commercial activity;
- b. Every license shall be renewed yearly between the 1<sup>st</sup> day of January and the 31<sup>st</sup> day of March of the next year, inclusive;
- a. The license shall expire on the 31<sup>st</sup> day of December of the year of issue;

7.3 Owners and operators of kennels shall also comply with the following regulations:

7.2 Further to the provisions of Sections 4 and 5, no person in the Township of Assiginack shall own, harbor, or possess a Kennel until he or she has received an acceptance to the application submitted and remitted the required fees associated thereto.

7.1 Kennels shall only be allowed in those areas within the municipality zoned rural in the most current Zoning By-Law for the Township of Assiginack. The Kennel Application shall be submitted as a letter to the Township of Assiginack and shall include the authorization of the owner of the land where the Kennel will reside accompanied by the licence fees as prescribed in the Fee Schedule "A" attached to and forming part of this by-law. Failure to do so constitutes a breach of this By-law.

SECTION 7 – KENNELS

6.4 Every person who owns a dog required to be muzzled and leashed, upon relocation of their residence, shall immediately notify the Township of Assiginack of the change of address.

- b. Kept in a pen or other outdoor enclosure respective of its environmental needs which prevents the dog from, leaving the owner's household or property (except in accordance with provisions in this By-law) or coming into contact with persons who are not at the owner's household or have not consented to have contact with the dog.

- 8.2 For the purposes of this By-law, a dog shall be deemed to be running at large when found in any place other than the property of the owner of the dog and not under control of any person.
- 8.3 For the purposes of this By-law, a dog shall be deemed not to be under the control of any person when the dog is not on a leash of a maximum length of two (2) meters and held by a person or is not on a leash which is securely affixed to a permanent structure from which the dog cannot escape.
- 8.4 No person shall allow or permit a dog under their control or of which they are registered owner to trespass on private property whether on a leash or not, unless permission for said trespass is first obtained from the property owner.
- 8.5 No person shall allow or permit a dog under his or her control or of which they are the registered owners to be on a Public Beach whether on a leash or not.
- 8.6 The owner of any dog that is found to have killed livestock or poultry will be held responsible and shall reimburse the Township of Assiginack for any and all costs incurred.
- 8.7 Every person who is the owner of a dog at a time when the dog fouls a property anywhere within the Township of Assiginack, shall forthwith remove, or cause the removal of the excrement from such property and sanitarily dispose of the excrement. Failure to do so constitutes a breach of this By-law.
- 8.8.1. Subject to subsection 8.8.5, a Peace Officer or Animal Control Officer may:
- a. Seize and impound any dog found running at large, and
  - b. Restore possession of the dog to the owner thereof where:
    - i. The owner claims possession of the dog within three (3) days (exclusive of the day of its impounding and of statutory holidays) after the date of the seizure.
    - ii. The owner pays the Peace Officer or Animal Control Officer a pound fee for a dog seized and a maintenance fee for each day subsequent to the day of seizure that the dog remains impounded; and,
    - iii. The owner has procured a current license for the dog pursuant to this By-law.
- 8.8.2. Where a dog is seized and impounded under section 8.8.1 of this section, the owner, if known and whether the dog is claimed from the pound or not, shall be liable for the pound and maintenance fees prescribed and shall pay all fees on demand by the Animal Control Officer or Township of Assiginack, which shall be recoverable for the municipality under the Provincial Offences Act.
- 8.8.3. Where at the end of the three (3) days mentioned in subsection 8.8.1, the dog has not been restored to the owner, the Animal Control Officer may sell the dog for such price as he or she deems reasonable.
- 8.8.4. Where the owner of a dog has not claimed the dog within three (3) days of after its seizure under 8.8.1 above, and where the dog has not been sold, the Animal Control Officer may euthanize the dog in a humane manner or otherwise dispose of the dog(s) as they see fit in accordance to the provisions of the Province of Ontario Animals for research Act as it relates to pounds and no such damages nor compensation shall be recovered by the dog owner on account of its destruction or other disposition.
- 8.8.5. Where a dog is seized under subsection 8.1 is injured or should be destroyed without delay for humane reasons or for the reasons of safety to persons or animals, the Peace Officer or Animal Control Officer may euthanize the dog in a

- 10.2 Dog Tags will be supplied by the Township of Assiginack. The Township of Assiginack will keep a log and record of every tag sold and specific information obtained. Information shall be remitted to the Animal Control Officer as required to complete their duties. All revenues from the sale of tags will remain with the Township of Assiginack. The Annual licence renewal will not require the issuance
- 10.1 No person shall, within the Township of Assiginack, forcibly retrieve a dog from
  - a. an Animal Control Officer, live trap or vehicle under the Officer's control.
  - b. The pound keeper, an Animal Control Officer, break and enter into a vehicle or retrieve a dog without payment in full of all fees and charges imposed on the under this By-law.

**SECTION 10 – OTHER PROVISIONS**

- 9.7 This by-law shall be enforced by the Animal Control Officer, By-law Enforcement Officer or by any Police Officer, and/or as Council authorizes.
- 9.6 The Animal Control Officer may accept a surrendering of a dog by the owner, whereby the owner would pay the prescribed fee as per Schedule "A" attached to this By-law.
- 9.5 Nothing in this section shall prevent the Animal Control Officer from destroying an animal which is ill or injured and where, in the opinion of the Animal Control Officer, is incapable of being cured. As it relates to the fees associated with the incident(s), no damages nor compensation shall be given to the owner of the animal being disposed of in accordance with the provisions of this By-law.
- 9.4 Where a dog is impounded, the owner, if known, and whether the dog is claimed from the pound or not, shall be liable for the pound fees and daily care costs and that they shall pay all fees on demand to the Animal Control Officer.
- 9.3 The Animal Control Officer or their Agent, as appointed by the Council of the Corporation of the Township of Assiginack, is authorized to collect the poundage levied upon this by-law and to maintain a pound as directed by Council.
- 9.2 Every dog, if impounded and not claimed within a four (4) day period may be sold by the pound keeper.
- 9.1 The Animal Control Officer may seize and impound any dog found running at large within the Township of Assiginack with or without a license. If claimed within four (4) days the dog may be redeemed for poundage, levied at the current rate per day as set out in the current Fee By-law, or may destroyed if not claimed within seven (7) days. An attempt will be made to give the recorded owner 24-hour notice prior to the dog being destroyed.

**SECTION 9 – ANIMAL CONTROL OFFICER**

- 8.10 Fees for the services outlined in Section 8 are as specified in Schedule "A", which schedule is hereby incorporated as part of this By-law.
- 8.9 Dogs shall be accepted by the licensed agent of the Township of Assiginack.
- 8.8.6 In the opinion of an Animal Control Officer, where a dog cannot be captured and where the safety of persons or animals are endangered, the Animal Control Officer may euthanize the dog and no damages or compensation shall be recovered by the owner of the dog for said destruction.
- 8.8.5 In the opinion of an Animal Control Officer, where a dog cannot be captured and where the safety of persons or animals are endangered, the Animal Control Officer may euthanize the dog and no damages or compensation shall be recovered by the owner of the dog for said destruction.



of a new tag annually. A fee remitted to the Township of Assiginack for annual licensing confirms the data on file for that record. If a new tag is required, it will be deemed to have replaced the tag and charged accordingly.

- 10.3 Impounded Animals captured and held according to this By-law, will be located at 169 Monument Hill Road.
- 10.4 Any person who contravenes any provision of this By-law is guilty of an offense and upon conviction is liable to a fine not to exceed the maximum provided under the Provincial Offences Act, exclusive of costs, and every such fine shall be recoverable for the Township of Assiginack under the Provincial Offences Act.
- 10.5 That all sections of this By-law shall be deemed separate and independent, the validity of any section or provision thereof shall not affect the remaining sections or the validity of this By-law.
- 10.6 Schedule "A" and Schedule B are attached to this by-law and form an integral part of this By-law.

#### **SECTION 11 – REPEALS**

- 11.1 The passing of this By-law hereby rescinds all prior relative By-laws.
- 11.2 This By-law shall come into full force and effective after the third and final reading.

That this By-law shall come into force and take effect upon the signing of this By-law.

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

seal

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

**THE CORPORATION OF THE TOWNSHIP OF ASSIGNACK**

**SCHEDULE "A" – BY-LAW # 21-XX**

**1. Set Animal Control Fees**

FEES DESCRIPTION	PROVISION	2020	2021
Dog License, New	4.3	\$20.00	\$20.00
Dog License, Annual Renew	4.3	\$10.00	\$10.00
Dog License, Late after Mar 31st	4.10	\$15.00	\$15.00
Dog License, Replacement	4.6	\$20.00	\$20.00
Dog License, Transfer fee	4.7	\$10.00	\$10.00
Dog License, Seeing Eye Dog	5.5	n/a	n/a
Dog License, Hearing Eye Dog	5.5	n/a	n/a
Commercial Kennel	4.8 / 7.1	n/a	\$250.00
Private Kennel	4.8 / 7.1	n/a	\$250.00
Dog Redemption Impound Fee	8.8.1.b.ii / 9.1 / 9.4	\$50.00	\$50.00
Per Diem Animal Care Fee	8.8.1.b.iii / 9.1 / 9.4	\$20.00	\$20.00
Animal Surrender Fee	9.6	\$50.00	\$50.00

**2. Set Animal Control Fines**

ITEM	SHORT FORM WORDING	PROVISION CREATING OR DEFINING OFFENCE	SET FINE
1.	Fail to obtain dog license	Section 4.1	\$50.00
2.	Fail to obtain a Kennel License	Section 4.2	\$75.00
3.	Fail to affix the dog license	Section 4.5a	\$50.00
4.	Misuse of dog license	Section 4.5b	\$50.00
5.	Fail to notify of change of ownership	Section 4.7	\$50.00
6.	Fail to register Kennel	Section 4.8 / 8	\$50.00
7.	Permit dog to be at large	Section 5.1	\$75.00
8.	Permit dog to trespass on private property	Section 5.2	\$75.00
9.	Permit dog to be in a public place without leash	Section 5.3	\$75.00
10.	Permit dog to be in a public park or public swimming area	Section 5.4	\$75.00
11.	Fail to clean-up and dispose of dog excrement	Section 5.5 / 8.7	\$75.00
12.	Permit dog to bark or make excessive noise	Section 5.6	\$75.00
13.	Permit dog to disturb others	Section 5.6	\$75.00
14.	Fail to keep dog in good health	Section 5.7	\$50.00
15.	Fail to provide outside enclosure	Section 5.8	\$50.00
16.	Keeping dog on improper leash	Section 5.9	\$50.00
17.	Fail to notify of change of address	Section 5.10, 6.4	\$50.00
18.	Failure to restrain a dog required muzzled and leashed	Section 6	\$100.00
19.	Forcible retrieve dog from Animal Control Officer, vehicle, or pound	Section 10.1	\$100.00

3. All revenues from the redemption, care and surrender of captured animals shall be collected by the Animal Control Officer and remitted to the Municipality of Central Manitoulin as per Schedule "A" of By-law #18-15.

4. All revenues from the collection of dog licensing remain with the Township of Assignack.

**THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK**

**SCHEDULE "B" – BY-LAW # 21-XX**

**MUZZLING AND LEASHING REQUIREMENT NOTICE**

<b>Owner's Name:</b>	<b>Dog's Name:</b>
<b>Address:</b>	<b>License Number:</b>
	<b>Breed:</b>
	<b>Colour:</b>
<b>Telephone:</b>	<b>Age:</b> <b>M / F</b>

An investigation of an incident on the date of \_\_\_\_\_ involving your above-described dog and Victim: \_\_\_\_\_ at the following address: \_\_\_\_\_ was required. The investigation has been conducted, and it has been determined that your dog has bitten a person and or a domestic animal.

Accordingly, this dog is therefore required to be muzzled and leashed pursuant to the By-law #21-xx as may be amended, and you, the Owner, are hereby notified that if you wish to keep this dog in the Township of Assiginack, you must:

1. Keep the dog muzzled, always leashed and under the control of a person at least 16 years old when it is off your property.
2. At all times, when on your property or on the property of the person who has the care and control of the dog, the dog must be restrained. This is accomplished by keeping the dog inside a building or house, or in an enclosed pen or area of sufficient dimension and strength to be humane, and to prevent the dog from either leaving the building or property or from coming into contact with persons who are not at the building or property and persons who have not consented to have contact with the said dog. If the dog is not in an enclosed area the dog is required to be muzzled, leashed and under the control of an individual of at least 16 years of age.
3. If you transfer ownership or possession of this dog or relocate your place of residence within the Township of Assiginack, you shall immediately notify us.

Contravention of the By-law #21-XX as it may or may not be amended, may result in persecution of you, as the owner of a dog required to be muzzled and leashed, and if convicted be imposed the following:

- Set fine of \$100 "Failure to Restrain a dog required muzzled or leashed" S.6
- Set fine of \$50 "Failure to notify of change of address" S.5.10 & S.6.4

You may appeal this Requirement by making an Application to the Township Clerk within ten (10) business days of the date of delivery of this Muzzling and Leashing Requirement Notice.

<b>Animal Control Officer Name:</b>	
<b>Date of the Requirement / Issue:</b>	
<b>Date of the Serving of the Notice:</b>	
<b>At the location of:</b>	
<b>By, Date &amp; Time</b>	

This form is made in triplicate copy for Township of Assiginack, Animal Control Officer, Owner

