

**MUNICIPALITY**



**OF ASSIGINACK**

**BOX 238, MANITOWANING, ONT., P0P 1N0**

**(705) 859-3196 or 1-800-540-0179**

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

**REGULAR VIRTUAL MEETING OF COUNCIL**

**Via ZOOM**

**Tuesday, December 7, 2021 5:00 pm**

**AGENDA**

**For Consideration:**

**1. OPENING**

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

**2. ANNOUNCEMENTS**

**3. ADOPTION OF MINUTES**

- a) Minutes of the Regular Council Meeting of November 16, 2021
- b) Minutes of the Economic Development Committee Meeting of November 23, 2021
- c) Minutes of PHSD Board Meeting of November 18, 2021

**4. DELEGATIONS**

- a) Jeff Edwards CEMC: Annual Review emergency Response Plan
- b) John Cannard JL Richards: Waterfront Costing Review

**5. REPORTS**

**6. ACTION REQUIRED ITEMS**

- a) Accounts for Payment: General      \$ 216,112.57  
  Payroll:                                  21,368.23
- b) Consent Application B 29-21 Recommendations
- c) Airport Commission Resolution of Support
- d) Assiginack 150<sup>th</sup> Committee Pavilion Request
- e) Year End Departmental Reserves
- f) Christmas Bonus, Etc.
- g) Road Allowance Opening Request

**7. INFORMATION ITEMS**

- a) OMAFRA: Newsletter
- b) DSAB: Quarterly Report
- c) OCWA: Drinking Water Quality Management System

**8. BY-LAWS**

None

**9. CLOSED SESSION**

Personnel, Property 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 16, 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  
Freda Bond, Tax and Utilities Manager  
Dwayne Elliott, Fire Chief

**Press:**

**Public:**

**OPENING:**

**#206-14-2021 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:**

**#207-14-2021 C. Jones - R. Maguire**

THAT we confirm the attendance of all the Members of Council electronically (on Zoom) and accept the agenda as presented.

*CARRIED*

**DISCLOSURE OF PECUNIARY INTEREST:**

None

**ANNOUNCEMENTS:**

None

**ADOPTION OF MINUTES:**

**#208-14-2021 H. Moggy - D. McDowell**

THAT the Minutes of the Regular Council Meeting of November 2, 2021 be accepted.

*CARRIED*

**#209-14-2021 R. Maguire – C. Jones**

THAT the Minutes of the Public Health Sudbury & Districts Board Meeting of October 21, 2021 be received.

*CARRIED*

**#210-14-2021 D. McDowell – H. Moggy**

THAT the Minutes of the Assiginack Public Library Board Meeting of October 26, 2021 be accepted.

*CARRIED*

**#211-14-2021 C. Jones – D. McDowell**

THAT the Minutes of the Manitoulin Planning Board Meeting of October 26, 2021 be received.

*CARRIED*

**DELEGATIONS:**

NONE

**REPORTS:**

**#212-14-2021 C. Jones – H. Moggy**

THAT we accept the Costing Report on the Waterfront Development from JL Richards.

*TABLED*

Council decided to circulate the draft report to the Economic Development Committee for comments and questions, prior to discussing it with JL Richards.

**ACTION REQUIRED ITEMS:**

**#213-14-2021      D. McDowell - H. Moggy**

THAT Council authorizes the following Accounts for Payment:

General:      \$124,270.34;

AND THAT the Mayor and administration be authorized to complete cheques #31414 through #31448 as described in the attached cheque register report.

*CARRIED*

**#214-14-2021      C. Jones - R. Maguire**

THAT Council authorizes the following Accounts for Payment:

Payroll:      \$22,274.16;

AND THAT the Mayor and administration be authorized to complete cheques #31405 through #31413 as described in the attached cheque register report.

*CARRIED*

Economic Development Discussion:

Councillor Jones listed the following items for discussion at the next Committee Meeting:

- a) South Bay Park and Trails
- b) Review of Options for Business Attraction
- c) Possible Partnerships with Wiikwemkoong
- d) Waterfront Development
- e) Electric Car Charging Opportunities
- f) Rebranding the Community Efforts

It was decided to call a Committee meeting for Tuesday, November 23<sup>rd</sup> at 5 or 6 pm depending on availability and schedules of members.

**INFORMATION ITEMS:**

**#215-14-2021 R. Maguire – C. Jones**

THAT we acknowledge receipt of the following correspondence items:

- a) OMAFRA Newsletter
- b) CUPE: OMERS
- c) MFR: Funding Request
- d) CPAC: September Statistics
- e) MICA: E Bikes

*CARRIED*

**BY-LAWS:**

**#216-14-2021 H. Moggy - D. McDowell**

THAT By-law # 21-13, being a by-law to authorize an Agreement with the NOHFC for funding for a Zamboni and matting be given first, second, third and final readings and enacted in open Council.

*CARRIED*

**#217-14-2021 R. Maguire - C. Jones**

THAT By-law # 21-14, being a by-law to authorize an Agreement with Infrastructure Ontario for funding for improvements at the Highway Information Centre be given first, second, third and final readings and enacted in open Council.

*CARRIED*

**#218-14-2021 H. Moggy - R. Maguire**

THAT 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 be given first, second, third and final readings and enacted in Open Council.

*CARRIED*

**CLOSED SESSION:**

**#219-14-2021 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 5:20 pm in order to attend to a matter pertaining to:

- a) Personal matters about an identifiable individual

*CARRIED*

**#220-14-2021 D. McDowell – H. Moggy**

THAT we adjourn from our closed session at 5:25 pm, approve the Closed Minutes of the September 7<sup>th</sup>, 2021 Closed meetings and resume our Regular Meeting.

*CARRIED*

**CLOSING:**

**#221-14-2021 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

5:25 p.m.

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

TOWNSHIP OF ASSIGINACK

ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES OF NOVEMBER 23, 2021.

5:00 PM. ZOOM FORMAT.

PRESENT:

Dave Ham, Christianna Jones, Rob Maguire, Dave McDowell, Hugh Moggy, Bill Zylstra, Jen Hooper

Regrets: Sandra Pennie, Chris Prosser, Phil Blake

Staff: Alton Hobbs CAO, Jackie White Events Coordinator, Shelba Millette EDO

Meeting was opened by Chair Ham at 5:05 pm.

Bill and Jen were introduced to the members. Terms of Reference were acknowledged, no questions were forwarded regarding them.

The Committee discussed the Waterfront study and updated costing provided by JL Richards. The CAO noted that the report author would be attending the December 7, 2021 Council meeting to review his report.

Discussion centred around expanding the number of boat slips from 12 to 100, the need for a further building, expanded washroom and laundry facilities, moving the swimming beach, extending Bay Street to Lecourt Street and the disposition of the Norisle.

These discussions led to the recognition that there is always a need for more restaurant facilities and other attractions for people boating to the Township. Also mentioned was the option of an RV parking space.

There was a discussion regarding the movement of the swimming beach further south on Bay Street and the need to inform the general public. It was also recognized that vehicle parking, both for users of the beach and the marina would be a concern, as would the storm drain leading to the waterfront. The Committee also discussed having Public Works building a 'lane and a half' seasonal road along Bay Street, linking to Lecourt, as a way to access a new swimming area and alleviate some of the parking concerns. Safety of the users of the waterfront must be paramount.

There was a short discussion/explanation of the South Bay greenspace as a potential for trails or beaches. It was very preliminary and has not moved forward yet. Poison ivy was mentioned as a potential deterrent.

Chairman adjourned the meeting at 5:56 pm.

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Chair

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Secretary





RECEIVED  
DEC 02 2021

**UNAPPROVED MINUTES – FIFTH MEETING**  
**BOARD OF HEALTH FOR PUBLIC HEALTH SUDBURY & DISTRICTS**  
**PUBLIC HEALTH SUDBURY & DISTRICTS, BOARDROOM, SECOND FLOOR**  
**THURSDAY, NOVEMBER 18, 2021 – 1:30 P.M.**

**BOARD MEMBERS PRESENT**

Randy Hazlett  
Jeffery Huska  
Robert Kirwan  
René Lapierre

Bill Leduc  
Claire Gignac  
Paul Myre  
Ken Noland

Jacqueline Paquin  
Natalie Tessier  
Carolyn Thain

**BOARD MEMBERS REGRETS**

Glenda Massicotte

Mark Signoretti

**STAFF MEMBERS PRESENT**

Stacey Gilbeau  
Sandra Laclé  
Stacey Laforest

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 1:31 p.m.

**2. ROLL CALL**

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

There were no declarations of conflict of interest.

**4. DELEGATION/PRESENTATION**

- i) **Racial Equity: Public Health Sudbury & Districts**
  - Shana Calixte, Manager, Health Promotion Division

S. Calixte was introduced and invited to speak about the PHSD racial equity work and initiatives within the last year. Various and rising issues concerning race and racism as well as data have revealed the disproportionate impact the pandemic has had on communities historically discriminated against for reasons such as race. Work and initiatives that have been undertaken in support of our racial equity focus include:

- Indigenous engagement work ensuring respectful engagement with First Nations Communities and urban Indigenous health organizations in vaccine planning, organizing and supporting pop-up clinics, bi-weekly First Nation and urban Indigenous Vaccine Planning Committee meetings, National Day for Truth and Reconciliation/Orange Shirt Day awareness and most recently, Treaty Recognition Week in early November.
- A PHSD Racial Equity Task Group supported the development of a draft racial equity action framework and work plan materials for the agency as directed by the [Board motion 23-18](#).
- *The WOKE Age: Youth-driven Racial Equity Action in Sudbury* project work aimed to increase the capacity of Black and racialized youth to engage in anti-Black racism and allyship education with peer and ally groups, as well as to empower youth. From 2019 to March 2021, the project hosted over 1900 participants.
- Allyship workshops - additional workshop dates are being planned for the new year, including a 1-hour online module in French developed in conjunction with Centre de Santé Communautaire.
- In collaboration with community partners, two roundtables on Intersectionality, one in French and one in English, were held this summer on intersectionality.
- The Racial Equity team engaged with various communities around how Black, Indigenous and people of colour (BIPOC) communities have been affected by the pandemic. Findings showed a disproportionate effect of COVID-19 on BIPOC communities and the need for race-based data in our work during this pandemic. Subsequently, a pop-up vaccination clinic was held in conjunction with Black Lives Matter Sudbury, where 24 people were vaccinated.

Upcoming racial equity work will focus on:

- Establishment of a community of practice for trainers on allyship, in collaboration with Health Sciences North, Rainbow District School Board and Centre de Santé Communautaire.
- Creating plans to move racial equity work group work forward since the stall due to COVID-19.
- Further discuss the need for a racial equity lens on our current COVID-19 work.

There were no questions and comments and S. Calixte and team were commended for leading this important work.

## **5. CONSENT AGENDA**

- i) Minutes of Previous Meeting**
  - a. Fourth Meeting – October 21, 2021
- ii) Business Arising From Minutes**
- iii) Report of Standing Committees**
  - a. Board of Health Executive Committee Unapproved Minutes dated October 21, 2021
  - b. Board of Health Finance Standing Committee Unapproved Minutes dated November 2, 2021
- iv) Report of the Medical Officer of Health / Chief Executive Officer**
  - a. MOH/CEO Report, November 2021
- v) Correspondence**
  - a. Advocacy for Public Health Funding
    - Letter from the President, Association of Local Public Health Agencies, to the Minister of Health, dated November 10, 2021
    - Letter from the Board of Health Chair, Windsor Essex County Health Unit, to the Minister of Health and Deputy Premier, dated November 4, 2021
    - Letter from the Medical Officer of Health and Executive Officer, and the Board of Health Chair, North Bay Parry Sound District Health Unit, to the Minister of Health, dated November 1, 2021
  - b. Health System Transformation
    - Letter from the Board of Health Chair, Peterborough Public Health, to the Deputy Premier and Minister of Health, dated November 5, 2021
  - c. [Prescription for Ontario: Doctor’s 5-Point Plan for Better Health Care](#)
    - Letter from the President, Association of Local Public Health Agencies, to the CEO, Ontario Medical Association, dated November 1, 2021
- vi) Items of Information**
  - a. Association of Local Public Health Agencies Summary: 2021 Ontario Economic Outlook and Fiscal Review: Build Ontario dated November 4, 2021
  - b. World Health Organization: COP 26 Special Report on Climate Change and Health: The Health Argument for Climate Action

## **29-21 APPROVAL OF CONSENT AGENDA**

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

**CARRIED**

## **6. NEW BUSINESS**

### **i) Board of Health Manual**

- Briefing note to the Board of Health Chair from the Medical Officer of Health dated November 12, 2021

Due to competing priorities relating to COVID-19, the manual review focused on the most important and timely revisions. All recommended changes appended to the Briefing Note are identified with tracked changes and are mostly housekeeping in nature. Next steps will include reviewing the Conflict of Interest Procedure to ensure alignment with Ministry requirements. Approved revisions will be updated on the website and in BoardEffect.

Questions and comments were entertained. The Board of Health members noted their appreciation for the tracked changes as it easily identifies proposed revisions. C. Thain noted the Public Health funding Information Sheet D-II-10 provides helpful and timely context. Although E-I-11 and G-I-30 proposes a revision to remove *Enquiries* from the Board of Health agenda, it was clarified that Board members continue to have the opportunity to ask questions relating to any business agenda items. Any enquiries that do not relate to the agenda can be directed at any time to the Board of Health Chair and or the MOH/CEO and can also be sent to the Board Secretary who will coordinate a response. The Board of Health Chair will continue to make relevant announcements at end of Board meetings.

## **30-21 BOARD OF HEALTH MANUAL**

***MOVED BY LEDUC – NOLAND: THAT the Board of Health, having reviewed the proposed revisions within the Board of Health Manual, approve the Manual as presented on this date.***

**CARRIED**

### **ii) MOH/CEO Renewal Employment Contract**

The Board of Health Chair shared that the MOH/CEO employment contract is up for renewal. Per past practice, the Board of Health Executive Committee has undertaken this responsibility following the Chair's engagement with the MOH. The goal is to have a recommendation come forward from the Board of Health Executive Committee at the

January Board of Health meeting. It was clarified that the current employment contract, expiring December 31, 2021, will remain in effect until the contract is renewed.

**31-21 MOH/CEO RENEWAL EMPLOYMENT CONTRACT**

**MOVED BY PAQUIN – TESSIER: *WHEREAS the term of the current employment contract agreement for the Medical Officer of Health/CEO for the Sudbury & District Health Unit is until December 31, 2021; and***

***WHEREAS the Board of Health Executive Committee has historically reviewed the MOH/CEO contract agreement; and***

***WHEREAS the Board of Health Executive Committee Terms of Reference stipulate that the Executive Committee of the Board of Health may, from time to time, be assigned responsibilities by the Board of Health in areas such as: policy, personnel, and property; and***

***WHEREAS responsibilities assigned to the Board of Health Executive Committee must be delegated by majority vote of the full Board;***

***THEREFORE BE IT RESOLVED THAT the Board of Health assign to the Board of Health Executive Committee the responsibility to review a renewal agreement and recommend the updated agreement to the Board of Health for approval.***

**CARRIED**

**iii) MOH/CEO Position Description (Revised)**

The Public health Sudbury & Districts position description review cycle is every five years and the last review date for the MOH/CEO Position Description was 2016. Proposed revisions are housekeeping in nature such as the updated organizational name and reporting relationships as well as alignment with Ministry language.

**32-21 MOH/CEO POSITION DESCRIPTION**

**MOVED BY HUSKA – MYRE: *BE IT RESOLVED THAT the Sudbury & District Board of Health endorse the revised position description for the Medical Officer of Health/Chief Executive Officer, dated November 2021.***

**CARRIED**

**iv) 2022 Public Health Sudbury & Districts Operating Budget**

- a. Briefing Note and Appendices from the Medical Officer of Health and Chief Executive Officer to the Board of Health Chair dated November 12, 2021

- b. Letter from the Deputy Premier and Minister of Health, to the Board of Health Chair, Public Health Sudbury & Districts, dated November 2, 2021

Chair of the Board of Health Finance Standing Committee, C. Thain, noted that, as part of its mandate, the Committee carefully reviewed the proposed 2022 operating budget at its meeting on November 2. Committee members: Randy Hazlett, René Lapierre, and Mark Signoretti were thanked for their dedicated participation.

C. Thain shared that the development of budget has again taken place during a global pandemic where resources have been diverted from regular programs and services to ensure our Public Health COVID-19 response. There are significant future unknowns and Dr. Sutcliffe and team were commended for the work they have done to navigate the pressures during these unprecedented times.

The proposed budget incorporates management's best estimate of the requirements to begin the recovery and reinstatement of the Ontario Public Health Standards programs and services while they continue to respond to the COVID-19 pandemic. Budget deliberations began with a projected shortfall of approximately \$1.77 million resulting from the ministry funding policy change and fixed cost increases of \$606,000.

The 2022 recommended budget totals \$28,020,382 representing an increase of \$553,893, or 2.02%, over the restated 2021 Board approved budget.

The recommended budget incorporates Ministry funding of \$1,179,000 which is the reinstatement of the one-time mitigation grant to offset the change to the funding formula announced in 2019. It also incorporates budget pressures to be covered in-year in the amount of \$52,066, and a municipal increase of \$593,893 (\$3.62 per capita or 7% over 2021).

C. Thain shared that following a careful review and deliberation, a motion was tabled at the November 2 Finance Standing Committee meeting to limit the municipal funding increase to 3%. The motion was debated and following a recorded vote, the motion was defeated. The motion to recommend the proposed budget of \$28,020,382 was carried and as such, the Finance Standing Committee recommends that the Board of Health adopt the recommended 2022 operating budget totaling \$28,020,382.

Dr. Sutcliffe provided highlights from the briefing note and outlined the assumptions listed in the briefing note that underpin the recommended budget. F. Quirion and the team were acknowledged for their work in the development of the budget.

Dr. Sutcliffe concluded that the recommended 2022 budget for public health programs and services has no enhancement; it totals \$28,020,382 representing an increase of 2.02% increase over the 2021 budget.

### **33-21 IN CAMERA**

***MOVED BY MASSICOTTE – KIRWAN: THAT this Board of Health goes in camera for personal matters involving one or more identifiable individuals, including employees or prospective employees. Time: 2:15 pm***

**CARRIED**

### **34-21 RISE AND REPORT**

***MOVED BY KIRWAN – PAQUIN: THAT this Board of Health rises and reports. Time: 2:44***

**CARRIED**

It was reported that two agenda items were discussed relating to Labour Relations and Employee Negotiations as well as a matter involving one or more identifiable individuals, including employees or prospective employees for which the following motion emanated:

### **35-21 APPROVAL OF MEETING NOTES**

***MOVED BY GIGNAC – MYRE: THAT this Board of Health approve the meeting notes of the May 20, 2021, Board in camera meeting and that these remain confidential and restricted from public disclosure in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act.***

**CARRIED**

Discussion ensued regarding the recommended 2022 operating budget and related motion. R. Hazlett noted that surplus funds were moved to reserve in 2020 and that as the provincial one-time mitigation fund is temporary, requested PHSD explore a review process of programs and services to find cost savings. He put forward that the Board look to reserve or entertain a lower municipal increase to avoid future projected deficits. Board members voiced concerns with using reserve funds for ongoing operating expenses. Additional Board comments included that COVID-19 has affected everyone in province and costs are rising overall.

The Board Chair responded that a review of programs and services is premature in the context of the ongoing pandemic response expected of local public health. Further, the

Association of Local Public Health Agencies (alPHa) will be collaborating the Association of Municipalities of Ontario (AMO) to lobby the provincial government on behalf of municipalities regarding public health funding. Provincial funding has been flatlined for many years. It was also clarified that the Health Protection and Promotion Act stipulates that municipalities are obligated to fund local public health.

Caution was voiced regarding an initiative to cut public health programs and services given we are the lead for the local COVID-19 response and there is catch up work to be done with the significant backlog in public health programs and services. The future funding model is unknown, however, based on the current model, would result in significant financial pressures for health units throughout the province.

C. Thain clarified that proposed budget supported by the finance committee included information on financial pressures if funding scenarios less than 7% were entertained.

Concerns were voiced regarding provincial funding for public health programs and services and the need for more investment in issues such as addictions and housing.

In response to an inquiry regarding the opportunity to find administrative cost savings if there was less municipal funding, the Board was reminded that PHSD had previously eliminated positions and implemented attrition as well as various cost efficiencies. The recommended budget at 2% increase over 2021 leaves has no enhancements and leaves management with over \$50,000 in budget pressures to be found in 2022.

C. Thain indicated that Board of Health members have a responsibility to demonstrate accountability and have fiduciary responsibilities. Thorough and detailed information has been provided for the Board to make an informed decision for the recommended budget to cover estimated expenses for operating in 2022. It was recapped that when the funding formula was changed, PHSD had realigned its work, and deliberated on how to collaborate with other health units, find efficiencies, and streamline operations. The province's review of the public health system was stalled due to the pandemic and expected to be combined with the many post-pandemic anticipated to follow.

Dr. Sutcliffe noted that although there are rising fixed costs, the recommended budget at 2% includes no enhancements and efficiencies have been found. The demands and expectations of Public Health are growing, and boards of health across the province are experiencing financial pressures.

The following motion was tabled for consideration and a recorded vote requested.



**36-21 2022 OPERATING BUDGET**

***MOVED BY HUSKA – LEDUC: THAT That the Board of Health approve the 2022 operating budget with no greater impacts than 6% to local municipalities.***

YEAS: (3) Hazlett, Leduc, Paquin

NAYS: (8) Gignac, Huska, Kirwan, Myre, Noland, Tessier, Thain, Lapierre

Absent: (2) Massicotte, Signoretti

C. Gignac, Ken Noland and N. Tessier abstained.

**DEFEATED (8 TO 3)**

A recorded vote requested for the following:

**37-21 2022 OPERATING BUDGET**

***MOVED BY THAIN – HUSKA: THAT the Board of Health approve the 2022 operating budget for Public Health Sudbury & Districts in the amount of \$28,020,382.***

YEAS: (7) Gignac, Huska, Kirwan, Myre, Tessier, Thain, Lapierre

NAYS: (4) Hazlett, Leduc, Noland, Paquin

Absent: (2) Massicotte, Signoretti

Ken Noland abstained.

**CARRIED (7 TO 4)**

**v) Staff Appreciation Day and Public Health Heroes**

– Briefing Note from the Medical Officer of Health dated November 12, 2021

The Board of Health is familiar with the staff appreciation day motion that is tabled annually. The period to take the staff appreciation day off is being extended to the end of March to accommodate our response to the pandemic.

The briefing note outlines the history of the staff appreciation day as well as provides context for recommendation that the Board recognize all staff of Public Health Sudbury & Districts as Public Health Heroes considering their significant contributions during this pandemic. It was noted that expectations on Public Health are high and the Ministry of Health has shared its expectation that public health provide vaccination clinics over the holidays.

The work as well as the commitment that staff have displayed during the PHSD COVID-19 response and related personal sacrifices have been remarkable and onerous. Today's motion is an opportunity to thank and support staff for their tireless efforts. In response to an inquiry, Dr. Sutcliffe shared that there are no budget implications related to the staff appreciation day, however, further clarification would be shared via email.

**38-21 STAFF APPRECIATION DAY AND PUBLIC HEALTH HEROES**

***MOVED BY MYRE – HUSKA: BE IT RESOLVED THAT this Board of Health recognize the tremendous contributions of Public Health Sudbury & Districts staff throughout the pandemic, and recognize all staff as Public Health Heroes; and***

***FURTHER, that this Board of Health approve a Staff Appreciation Day for the staff of Public Health Sudbury & Districts during an extended period encompassing the upcoming holiday season. The Staff Appreciation Day may be taken between the dates of December 1, 2021, to March 31, 2022. Essential services will be available and provided at all times except for statutory holidays when on-call staff will be available.***

**CARRIED**

**7. ADDENDUM**

**39-21 ADDENDUM**

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

**CARRIED**

**i) Public Health Sudbury & Districts – 2020 Annual Report, [English](#) and [French](#)**

The PHSD team was recognized for developing annual report while responding to a pandemic. The theme for the 2020 year's annual report is *Rising to the Challenge*. The report will be distributed widely through email distribution, social media and posted to phsd.ca.

**ii) alPHa Information Break Newsletter dated November 15, 2021**

Newsletter is shared for information.

**iii) COVID-19 Status Updates**

Dr. Sutcliffe noted that the COVID-19 status update includes important information to describe the current situation requiring additional measures to reduce the risk of transmission.

**iv) Annualized IPAC Hub Funding and Increase in Provincial Base Funding for Local Public Health**

- Letter from the Board of Health Chair, Algoma Public Health, to the Deputy Premier and Minister of Health, dated November 16, 2021

No discussion.

## 8. ANNOUNCEMENTS

- Board members are asked to complete the mandatory BFI and emergency preparedness training by December 31, 2021. Once the training materials have been reviewed, please confirm this via email: [quesnelr@phsd.ca](mailto:quesnelr@phsd.ca).
- The Board Chair announced that this week is National Addictions Awareness week and a time for us pause to consider solutions to help address the harms related to alcohol and other drugs and the solutions for change. Supervised consumption and treatment service are one way in which PHSD is working with the Community Drug Strategy and other partners to address harms. R. Lapierre was proud to share the [INSIGHTS campaign](#) which features testimonials from experts in our community from a variety of backgrounds and experiences. They share their informed perspective on why supervised consumption and treatment services (SCTS) can play an important part in reducing the harms of substances in our community. These testimonials will be promoted in our community for the next 3 months.
- Board members were encouraged to complete the November Board of Health meeting evaluation following the meeting.
- There is no regular Board of Health meeting in December. Board members were wished a safe and happy holiday and all the best for 2022.
- Next regular meeting is Thursday, January 20, 2022, at 1:30 p.m.

## 9. ADJOURNMENT

### 40-21 ADJOURNMENT

***MOVED BY Thain – GIGNAC: THAT we do now adjourn. Time: 3:39 pm***

**CARRIED**

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(Chair)

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(Secretary)

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 0031458 0031488  
 Cheque Date First Last  
**Sorted By:** Cheque Number

Distribution Types Included: All

ChqNo:	0031458	Date:	2021-11-22	Vendor:	BEACON IMAGES	Amount:	\$322.05
InvNo:	3364	InvDesc:	street signs	InvAmt:	\$322.05		
ChqNo:	0031459	Date:	2021-11-22	Vendor:	BELL CANADA	Amount:	\$20.96
InvNo:	2021 11 01	InvDesc:	toll free line	InvAmt:	\$20.96		
ChqNo:	0031460	Date:	2021-11-22	Vendor:	CITY OF GREATER SUDBURY	Amount:	\$1,213.52
InvNo:	00115029	InvDesc:	sept recycling	InvAmt:	\$1,213.52		
ChqNo:	0031461	Date:	2021-11-22	Vendor:	DESTINATION MANITOULIN ISLAND (DMI)	Amount:	\$282.50
InvNo:	2021-2022	InvDesc:	membership dues	InvAmt:	\$282.50		
ChqNo:	0031462	Date:	2021-11-22	Vendor:	DWAYNE ELLIOTT	Amount:	\$50.12
InvNo:	11/18/2021	InvDesc:	fd-small engine fuel/water	InvAmt:	\$50.12		
ChqNo:	0031463	Date:	2021-11-22	Vendor:	EASTLINK	Amount:	\$2,146.15
InvNo:	17520014	InvDesc:	telephone (group billing)	InvAmt:	\$2,024.21		
InvNo:	NOV 10 2021 MARINA	InvDesc:	marina	InvAmt:	\$60.97		
InvNo:	NOV 10 2021 PW	InvDesc:	pw-dsl	InvAmt:	\$60.97		
ChqNo:	0031464	Date:	2021-11-22	Vendor:	ZAMBONI COMPANY LTD.	Amount:	\$100,372.25
InvNo:	109756	InvDesc:	arena-zamboni (nohfc)	InvAmt:	\$100,372.25		
ChqNo:	0031465	Date:	2021-11-22	Vendor:	GERRY STRONG	Amount:	\$153.85
InvNo:	NOV 22 2021	InvDesc:	bdg insp mileage	InvAmt:	\$153.85		
ChqNo:	0031466	Date:	2021-11-22	Vendor:	HYDRO ONE NETWORKS INC.	Amount:	\$541.76
InvNo:	NOV 2 2021 PW	InvDesc:	pw-	InvAmt:	\$181.93		
InvNo:	NOV 2 2021 NORISLE	InvDesc:	norisle heritage park	InvAmt:	\$20.73		
InvNo:	NOV 8 2021 ADMIN	InvDesc:	mun.office	InvAmt:	\$277.90		
InvNo:	NOV 8 2021 DEPOT	InvDesc:	recyl.depot	InvAmt:	\$59.48		
InvNo:	NOV 9 2021 PW	InvDesc:	pw microfit	InvAmt:	\$1.72		
ChqNo:	0031467	Date:	2021-11-22	Vendor:	JACKIE WHITE	Amount:	\$42.39
InvNo:	701-4893128-9365037	InvDesc:	pec-reimb.supplies choc making	InvAmt:	\$42.39		
ChqNo:	0031468	Date:	2021-11-22	Vendor:	JOHN CASELTON	Amount:	\$249.26
InvNo:	11/15/2021	InvDesc:	mun.office-service generator	InvAmt:	\$249.26		
ChqNo:	0031469	Date:	2021-11-22	Vendor:	M&L SUPPLY - FIRE & SAFETY	Amount:	\$3,853.24
InvNo:	009878	InvDesc:	fd-training supplies (grant)	InvAmt:	\$3,853.24		
ChqNo:	0031470	Date:	2021-11-22	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$65.17
InvNo:	0230721	InvDesc:	po-clnrs/g.bgs/wet floor signs	InvAmt:	\$65.17		
ChqNo:	0031471	Date:	2021-11-22	Vendor:	MANITOULIN EXPOSITOR	Amount:	\$82.87
InvNo:	111606	InvDesc:	advertising	InvAmt:	\$82.87		

THE TOWNSHIP OF HESSELMER  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

ChqNo:	Date:	Vendor:	Amount:
0031472	2021-11-22	MCDUGALL FUELS	\$211.12
InvNo: 5455387	InvDesc: arena-propane	InvAmt: \$144.81	
InvNo: 5460418	InvDesc: arena-propane (zamboni)	InvAmt: \$66.31	
0031473	2021-11-22	METAL AIR MECHANICAL SYSTEMS	\$806.64
InvNo: 151816	InvDesc: arena-startup plant	InvAmt: \$806.64	
0031474	2021-11-22	MSC INDUSTRIAL SUPPLY ULC	\$199.79
InvNo: 4750736001	InvDesc: pw-paint/lag screws	InvAmt: \$199.79	
0031475	2021-11-22	NEW NORTH FUELS INC	\$910.93
InvNo: 597566	InvDesc: mun.office	InvAmt: \$187.09	
InvNo: 897565	InvDesc: po-furnace oil	InvAmt: \$723.84	
0031476	2021-11-22	ONTARIO CLEAN WATER AGENCY	\$5,395.88
InvNo: INV00000016127	InvDesc: mtg lift stn-callots pmp failu	InvAmt: \$1,050.00	
InvNo: INV00000016133	InvDesc: mtg wtp-replace gener.battery	InvAmt: \$967.96	
InvNo: INV00000016132	InvDesc: mtg wtp-low life heaters	InvAmt: \$3,377.92	
0031477	2021-11-22	SUDBURY & DISTRICT HEALTH UNIT	\$3,245.59
InvNo: RC020035157	InvDesc: dec sdhu	InvAmt: \$3,245.59	
0031478	2021-11-22	BARBARA BAKER	\$880.00
InvNo: 2021/11/08	InvDesc: pec-seniors tech.classes	InvAmt: \$880.00	
0031479	2021-11-22	SHEILA MCDERMID	\$280.00
InvNo: OCT 16 2021	InvDesc: pec-paint class	InvAmt: \$280.00	
0031480	2021-11-22	MANITOULIN FAMILY RESOURCES	\$500.00
InvNo: 2021 DONATION	InvDesc: 2021 donation	InvAmt: \$500.00	
0031481	2021-11-22	LESLEY A SMITH	\$272.80
InvNo: #2	InvDesc: pec-yoga classes (2 wks)	InvAmt: \$272.80	
0031482	2021-11-22	WANDA CLAYTON	\$100.00
InvNo: NOV 14 2021	InvDesc: pec-event supplies	InvAmt: \$100.00	
0031483	2021-11-22	2542149 ONTARIO LTD	\$1,327.66
InvNo: 2021-11-10	InvDesc: fd-tnt tools service	InvAmt: \$1,327.66	
0031484	2021-11-22	REDBRICK COMMUNICATIONS	\$6,078.40
InvNo: 2072	InvDesc: staff training-cust serv/comm.	InvAmt: \$6,078.40	
0031485	2021-11-22	GORE BAY POA	\$545.15
InvNo: 2020-4	InvDesc: 2020 poa deficit	InvAmt: \$545.15	
0031486	2021-11-22	THOMPSON ELECTRIC	\$880.15
InvNo: 5102	InvDesc: po/bnk-electrical repairs	InvAmt: \$270.01	
InvNo: 5103	InvDesc: arena-replace fans/rep.lights	InvAmt: \$610.14	
0031487	2021-11-22	WINDOWS UNLIMITED	\$3,126.25
InvNo: 885205	InvDesc: po-inside clning/washrooms	InvAmt: \$960.50	
InvNo: 885204	InvDesc: po-lobby clning-bal of yr	InvAmt: \$1,446.75	

**THE TOWNSHIP OF ASSYMNACK**  
**CHEQUE DISTRIBUTION REPORT**  
**Payables Management**

InvNo: 0858489      InvDesc: po-reimb police check      InvAmt: \$41.00  
InvNo: 885206      InvDesc: po-2021/22 outside winter mant      InvAmt: \$678.00

ChqNo:	0031488	Date:	2021-11-22	Vendor:	XEROX CANADA LTD.	Amount:	\$214.14
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InvNo: 691396      InvDesc: re:oct invoice      InvAmt: \$3.33  
InvNo: 85501111      InvDesc: monthly copier usage      InvAmt: \$210.81

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

**Report Total:**

**\$134,370.59**

**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    0031489                                      0031501  
 Cheque Date    First                                      Last

**Sorted By:**      Cheque Number

Distribution Types Included: All

ChqNo:	Date:	Vendor:	Amount:
0031489	2021-11-29	ALLEN'S AUTOMOTIVE GROUP	\$211.48
InvNo: 799181	InvDesc: antifreeze	InvAmt: \$71.36	
InvNo: 799551	InvDesc: pull cord	InvAmt: \$140.12	
0031490	2021-11-29	COOPER & SONS PLUMBING	\$357.65
InvNo: 10553	InvDesc: water line fittings (sunsite)	InvAmt: \$48.12	
InvNo: 10171	InvDesc: water line fittings (mtg)	InvAmt: \$309.53	
0031491	2021-11-29	C. PEARSON & SON EXCAVATION & HAULAGE	\$2,395.60
InvNo: 5802	InvDesc: water line repair (mtg)	InvAmt: \$2,395.60	
0031492	2021-11-29	HUGHES SUPPLY COMPANY	\$159.04
InvNo: 46467	InvDesc: hand clrnr/duct tape/wrench	InvAmt: \$105.48	
InvNo: 46468	InvDesc: fd-cs of clear glasses	InvAmt: \$53.56	
0031493	2021-11-29	MANITOWANING MILL & HOME BUILDING CENTRE	\$86.91
InvNo: 0229579	InvDesc: arena shelf brackets	InvAmt: \$86.91	
0031494	2021-11-29	MIKE VAREY EXCAVATING & EQUIPMENT	\$73,645.94
InvNo: INV-33801	InvDesc: gravel as contracted	InvAmt: \$73,645.94	
0031495	2021-11-29	MSC INDUSTRIAL SUPPLY ULC	\$463.36
InvNo: 4995199001	InvDesc: drill bits/nuts/bolts	InvAmt: \$463.36	
0031496	2021-11-29	RALF ISLAND TRUCK PARTS	\$180.79
InvNo: 10482	InvDesc: hydraulic fittings #2	InvAmt: \$180.79	
0031497	2021-11-29	NORTHSHORE TRACTOR LTD.	\$1,999.91
InvNo: 183713	InvDesc: mower knives	InvAmt: \$1,999.91	
0031498	2021-11-29	MANITOULIN MOBILE AUTO GLASS SERVICES	\$700.60
InvNo: 4979	InvDesc: windshield #6	InvAmt: \$361.60	
InvNo: 5153	InvDesc: windshield #7	InvAmt: \$339.00	
0031499	2021-11-29	ED BUDGE	\$150.00
InvNo: 261696	InvDesc: door repair (depot)	InvAmt: \$150.00	
0031500	2021-11-29	CANDICE IRWIN	\$1,362.22
InvNo: 227	InvDesc: pec-oct dance	InvAmt: \$828.29	
InvNo: 230	InvDesc: pec-nov dance	InvAmt: \$533.93	
0031501	2021-11-29	TERRASTAR BUILDING PRODUCTS INC.	\$28.48
InvNo: 11038	InvDesc: arena roof screws	InvAmt: \$28.48	

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

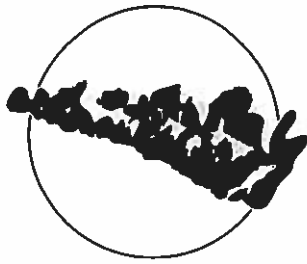
**Report Total:**

**\$81,741.98**

Payment #	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0031449	2021-11-22	11/22COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0031450	2021-11-22	11/22COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0031451	2021-11-22	11/22COMB	133	BOND, FREDA	OUTSTANDING	Cheque
0031452	2021-11-22	11/22COMB	219	JONES, CHRISTIANNA	OUTSTANDING	Cheque
0031453	2021-11-22	11/22COMB	367	QUACKENBUSH, MICHAEL	OUTSTANDING	Cheque
0031454	2021-11-22	11/22COMB	371	BELL, NATALIA	OUTSTANDING	Cheque
0031455	2021-11-22	11/22COMB	378	MILLETTE, SHELBA	OUTSTANDING	Cheque
0031456	2021-11-22	11/22COMB	383	MENDE, JONATHAN	OUTSTANDING	Cheque
0031457	2021-11-22	11/22COMB	385	CLOSS, Ayla	OUTSTANDING	Cheque
2840	2021-11-22	11/22COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
2841	2021-11-22	11/22COMB	118	COOPER, RONALD	OUTSTANDING	Direct Deposit
2842	2021-11-22	11/22COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
2843	2021-11-22	11/22COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
2844	2021-11-22	11/22COMB	218	MCDOWELL, DAVID	OUTSTANDING	Direct Deposit
2845	2021-11-22	11/22COMB	220	HAM, DAVID	OUTSTANDING	Direct Deposit
2846	2021-11-22	11/22COMB	221	MAGUIRE, ROBERT	OUTSTANDING	Direct Deposit
2847	2021-11-22	11/22COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
2848	2021-11-22	11/22COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
2849	2021-11-22	11/22COMB	362	SAGLE, EDDY	OUTSTANDING	Direct Deposit
2850	2021-11-22	11/22COMB	364	BOND, KYLE	OUTSTANDING	Direct Deposit
2851	2021-11-22	11/22COMB	365	BOWERMAN, COLE	OUTSTANDING	Direct Deposit
2852	2021-11-22	11/22COMB	370	LENTIR, CRYSTAL	OUTSTANDING	Direct Deposit
2853	2021-11-22	11/22COMB	381	COOPER, JEREMY	OUTSTANDING	Direct Deposit

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Total : \$21,368.23





November 04, 2021

RECEIVED  
NOV 16 2021

Mr. Alton Hobbs, CAO  
Municipality of Assiginack  
P.O. Box 238  
Manitowaning ON POP 1N0

**NOTICE OF APPLICATION FOR CONSENT TO SEVER**

File No. B29-21  
Owner: Ryan Yiu  
Location: Part Lot 20, Conc. IV  
Excepting Part 1, Hwy Plan T-21123  
(#93 High Falls Road)  
Township of Sheguiandah  
Municipality of Assiginack  
District of Manitoulin

**Purpose and Effect:** To provide for the creation of a new ±2.5 Hec. lot  
for residential uses.

In order that the application may be properly considered in accordance with requirements set out in Sections 50 and 53 of the Planning Act, would you please fill out the attached questionnaire, returning one to us and keeping the other for your records.

If your Council have any suggestions, information, or conditions to add to the questionnaire form, please send them out in an attached letter.

Last Day for Receiving Comments: November 17<sup>th</sup>, 2021.

Additional information, if required, may be available by contacting the Planning Board Office.

**Decision and Appeal**

If you wish to be notified of the Decision of Planning Board in respect of the proposed consent, you must make a written request to the Planning Board at the address of the Planning Board Office as stated above.

Any person or public body may, not later than 20 days after the giving of the notice of decision, appeal the decision or any condition imposed by Planning Board or appeal both the decision and any condition to the Ontario Land Tribunal (OLT) or appeal both the decision and any condition to the Ontario Municipal Board by filing with the Secretary-Treasurer of the Planning Board a notice of appeal setting out the reasons for the appeal, accompanied by the prescribed fee prescribed under the Ontario Land Tribunal (OLT) Act.

If a person or public body that files an appeal of a decision of the Manitoulin Planning Board in respect of the proposed consent does not make written submission to the Manitoulin Planning Board before it gives or refuses to give a provisional consent, the Ontario Land Tribunal (OLT) may dismiss the appeal.

Dated at the Town of Gore Bay this 4<sup>th</sup> Day of November, 2021.

**Please Complete This Form and Return to:**  
**The Manitoulin Planning Board**  
**P. O. Box 240**  
**Gore Bay, Ontario - POP 1H0**

File No. B29-21  
 Owner: Ryan Yiu  
 Location: Part Lot 20, Conc. IV  
 Excepting Part 1, Hwy Plan T-21123  
 (#93 High Falls Road)  
 Township of Seguiandah  
 Municipality of Assiginack, District of Manitoulin

Return of this form and any additional comments in support of or in objection to this proposal is requested by **November 17<sup>th</sup>, 2021**. If there is insufficient space on this form to fully express councils position please attach a separate letter in addition.

<b>MUNICIPAL CONTROLS</b>	Enter Yes or No
Is this proposal in conformity with the Official Plan?	
<b>Is this proposal in conformity with the Zoning By-law.</b>	
Is this proposal in conformity with the Provincial Policy Statement 2020?	
<b>ADDITIONAL INFORMATION</b>	
Which of these services will be available to this land?	
Hydro	
School Bus	
Municipal Water	
Sanitary Sewers	
Garbage Collection	
Municipal Drains	
Do the lots concerned have frontage on a maintained Public Road?	
Is this public road snow plowed in the winter?	
Do the lots have legal right-of-way to a maintained public road?	
Does the location and status of the access cause any safety concerns?	
What is the surrounding land presently used for? To the North - _____ To the East - _____ To the South - _____ To the West - _____	
If this application results in a new building lot, does Council consider the location to be conducive to surrounding development, etc.?	
Does Council foresee any new demands for municipal services as a result of this kind of application?	
Does Council intend to provide any new municipal services as a result of this application?	
<b>RECOMMENDATIONS:</b>	
Has Council passed a By-law that land be set aside for public purpose under Section 42(1) of The Planning Act?	
Or, alternatively, does Council wish to require cash-in-lieu of conveyance under Section 42(6) of the Act?	
Having regard to the matters noted in the attached application, does Council recommend consent be given? If not, why? _____	
<b>Should consent be granted, would Council wish to recommend any specific conditions? If so, please set out, with reasons, on a separate letter.</b>	

Date: \_\_\_\_\_ Signed: \_\_\_\_\_

Title: \_\_\_\_\_

Municipality/Township of \_\_\_\_\_

MANITOULIN PLANNING BOARD

FOR OFFICE USE  
FILE NO: 829-21

APPLICATION FOR CONSENT UNDER SECTION 53 OF THE PLANNING ACT

**Note to Applicants:** This application form is to be used if the Manitoulin Planning Board is the consent granting authority. In this form the term "subject" land means the land to be severed and the land to be retained.

**Completeness of the Application**

The information in this form that must be provided by the applicant is prescribed by the Planning Act, Schedule to Ontario Regulation 197/96, as amended. The mandatory information must be provided with the appropriate fee. If the mandatory information and fee are not provided, the Manitoulin Planning Board will return the application or refuse to further consider the application until the information and fee have been provided.

The application form also sets out other information that will assist the Manitoulin Planning Board and others in their planning evaluation of the consent application. To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. As a result, the application may be refused.

**Submission of the Application**

- A fee of \$725.00 for each parcel/consent proposed must accompany the application.
- A certification fee of \$125.00 to be submitted prior to the Certificate of the Secretary-Treasurer.
- The original and 3 copies of the completed application form and 3 copies of the sketch are required by the Manitoulin Planning Board. The copies will be used to consult with other ministries or agencies that may have an interest in the application.

Measurements are preferred in metric units.

**For Help**

To help you understand the consent process and information needed to make a planning decision on the application, refer to the "Application Guide Q & A" or contact the Manitoulin Planning Board Office at 705-282-2237 or e-mail: [mpbca@sls.bcblnet.ca](mailto:mpbca@sls.bcblnet.ca)

**WHO MUST SIGN THE APPLICATION**

- 1) All registered owners, or an owner with written authorization of all of the owner(s); or
- 2) An agent or solicitor appointed by all registered owners of the property with the submission of written authorization of all registered owners; or
- 3) If the registered owner is a corporation, an officer who has the authority to bind the corporation.

Please Print and Complete or (✓) Appropriate Box(es)

<b>1. Applicant Information</b> An owner's authorization is required in Section 11.1, if the applicant/agent is not the owner.			
1.1 Name of Owner(s) <i>Ryan Yiu</i>	Home Telephone No. <i>705-920-0164</i>	Business Telephone No.	
Address <i>2255 Bay Estates Rd. N. Sheguiandah, P.O. Box 1100</i>	Cell No.		E-mail &/or Fax <i>ryu@sls.bcblnet.ca</i>
1.2 Name of Agent/Applicant <i>Ryan Yiu</i>	Home Telephone No. <i>705-920-0164</i>	Business Telephone No.	
Address <i>2255 Bay Estates Rd. N. Sheguiandah, P.O. Box 1100</i>	Cell No.		E-mail &/or Fax <i>ryu@sls.bcblnet.ca</i>
1.3 Name of Contact Person			
<b>2. Location of the Subject Land (Complete applicable boxes in 2.1)</b>			
2.1 Township/Municipality <i>Sheguiandah/Assiginack</i>			Property Identification No. <i>77134-0091</i>
Concession Number(s) <i>4</i>	Geographic Lot Number(s) <i>pt. lot 20</i>	Name of Street/Road <i>High Falls Road</i>	House No./911 No.
Survey Plan No. <i>EXCEPT PART 1 T-21123</i>	Survey Part/Lot Number(s)	Is/Lot No./Name	Section/Mining Loc. No.
2.2 Are there any easements or restrictive covenants affecting the subject land? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If Yes, describe the easement or covenant and its effect. <i>hydro easement</i>			
<b>3. Purpose of this Application</b>			
3.1 Type and Purpose of proposed transaction (check appropriate box)			
Transfer: <input checked="" type="checkbox"/> Creation of a new lot <input type="checkbox"/> Addition to a lot <input type="checkbox"/> Easement/Right-of-way			
Other: <input type="checkbox"/> A charge <input type="checkbox"/> A lease <input type="checkbox"/> A correction of title			
3.2 Name of person(s), if known, to whom land or interest in land is to be transferred, leased or charged			
3.3 If a lot addition, describe the lands to which the parcel will be consolidated with and the current land use. (Also to be identified on sketch)			

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AUG 11 2021

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JUL 20 2020

*as corrected*

**4. Description of Subject Land and Servicing Information (Complete each subsection.)**

4.1 Description		Severed #1	Severed #2	Retained
Frontage (m.)		49m		248m
Depth (m)		134m (irr.)		134m (irr.)
Area (ha.)		2.51ha		2.61ha
4.2 Use of Property	Existing	<del>Rural</del> VACANT		<del>Rural</del> VACANT
	Proposed	Rural		Rural
4.3 Buildings or Structures	Existing	None		None
	Proposed	None		Residential dwell
4.4 Access  (Check appropriate space)	Provincial Highway			
	Municipal Road, Maintained All Year	✓		✓
	Municipal Road, Seasonally Maintained			
	Other Public Road			
	Right of way			
	Water Access			
	Describe in section 9, the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road.			
4.5 Water Supply  (Check appropriate space)	Publicly owned/operated piped water system			
	Privately owned/operated individual well	✓		
	Privately owned/operated communal well			
	Lake or other water body			
	Other means			✓ Cistern
4.6 Sewage Disposal  (Check appropriate space)	Publicly owned & operated sanitary sewage system			
	Privately owned & operated individual septic tank <sup>1</sup>	✓		To be installed
	Privately owned & operated communal septic system			
	Privy			
	Other means			
<sup>1</sup> A certificate of approval from the local Health Unit or Ministry of the Environment and Energy submitted with this application will facilitate the review.				
4.7 Other Services	Electricity	✓		✓
	School Bussing	✓		✓
	Waste Collection/Disposal			

4.8 If access to the subject land is by private road, or if "other public road" or "right of way" was indicated in section 4.4, indicate who owns the land or road, who is responsible for its maintenance and whether it is publicly maintained seasonally or all year.

**5. Land Use**

5.1 What is the existing official plan designation(s) of the subject land?

5.2 What is the zoning of the subject land?

Rural  
~~Rural~~ Agricultural  
 and Construction

5.3 Are any of the following uses or features on the subject land or within 500 metres of the subject land?  
Please check the appropriate boxes, if any apply.

Use or Feature	On the Subject Land	Within 500 Metres of Subject Land, unless otherwise specified (indicate approximate distance)
An agricultural operation, including livestock facility or stockyard.		
Utility Corridor	✓	
A landfill, closed or active		
A sewage treatment plant or waste stabilization plant (lagoon)		
A provincially significant wetland or significant coastal wetland		
A significant wildlife habitat and/or habitat of endangered species and threatened species		
Fish Habitat		
Flood plain		
An active or rehabilitated or abandoned mine site or mine hazards		
An active mine site or aggregate operation site within 1 km of the subject land		
A contaminated site or a gas station or petroleum/fuel storage		
An industrial or commercial use, and specify the use(s)		
Known archaeological resources or areas of archaeological potential		
A municipal or federal airport		

6. Is the application consistent with Provincial Policy Statements issued under subsection 3(1) of The Planning Act?

Yes

**7. History of the Subject Land**

7.1 Has the subject land ever been the subject of any other planning applications, i.e. Official Plan or Zoning By-law Amendment, Plan of Subdivision, Consent, Site Plan, under the Planning Act?  
 Yes  No If Yes and if known, provide the application file number and the decision made on the application.

**7.2 Past Land Uses -**

**8. Current Applications**

Is the subject land currently the subject of an application for an Official Plan and/or Zoning By-law amendment, minor variance, consent or a plan of subdivision that has been submitted for approval?  
 Yes  No  Unknown If Yes, and if known, specify the appropriate file number and status of the application

**9. Other Information**

Is there any other information that you think may be useful to the Planning Board or other agencies in reviewing this application?  
 If so, explain below or attach on a separate page.

**10. AFFIDAVIT OR SWORN DECLARATION**

I/We, Ryan R. J. of the Township of Assiginik  
 in the District of Manitoulin make oath and say (or solemnly declare) that the information contained

in this application is true and that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me

at the Manitoulin Planning Board  
 in the Town of Gore Bay

this 20<sup>th</sup> day of July 2021

Jake Diebolt  
 Commissioner of Oaths  
**JAKE ALBERT DIEBOLT, a Commissioner, etc.,**  
 Province of Ontario, for Manitoulin Planning Board.  
 Expires May 26, 2024.

[Signature]  
 Owner(s) or Authorized Agent/Applicant  
 \_\_\_\_\_  
 Owner(s) or Authorized Agent/Applicant

**11. AUTHORIZED AGENT**

Authorization of Owner for Agent to Make the Application

N/A

I/We, \_\_\_\_\_, am/are the registered owner(s) of the subject lands for which this application is to apply. I/We do hereby grant authorization to \_\_\_\_\_ to act on my/our behalf in regard to this application.

Date \_\_\_\_\_

Signature of Owner(s)

Date \_\_\_\_\_

Signature of Owner(s)

**12. PERMISSION TO ENTER**

I/We hereby authorize the members of the staff of the Manitoulin Planning Board to enter upon the subject lands and premises for the limited purpose of evaluating the merits of this application. This is their authority for doing so.

July 20/2021  
 Date

[Signature]  
 Signature of the Owner(s)

Date \_\_\_\_\_

Signature of the Owner(s)

The Planning Board will assign a File Number for complete applications and this should be used in all communications.

Applicant's Checklist:	Have you remembered to attach:	Yes
	- 3 copies of the completed application form?	<input checked="" type="checkbox"/>
	- 3 copies of the sketch?	<input type="checkbox"/>
	- The required fee, payable to the Manitoulin Planning Board?	<input checked="" type="checkbox"/>

Forward to: **The Manitoulin Planning Board**  
 40 Water Street, Unit 1, P. O. Box 240  
 GORE BAY, Ontario POP 1H0

**• Sketch Required**

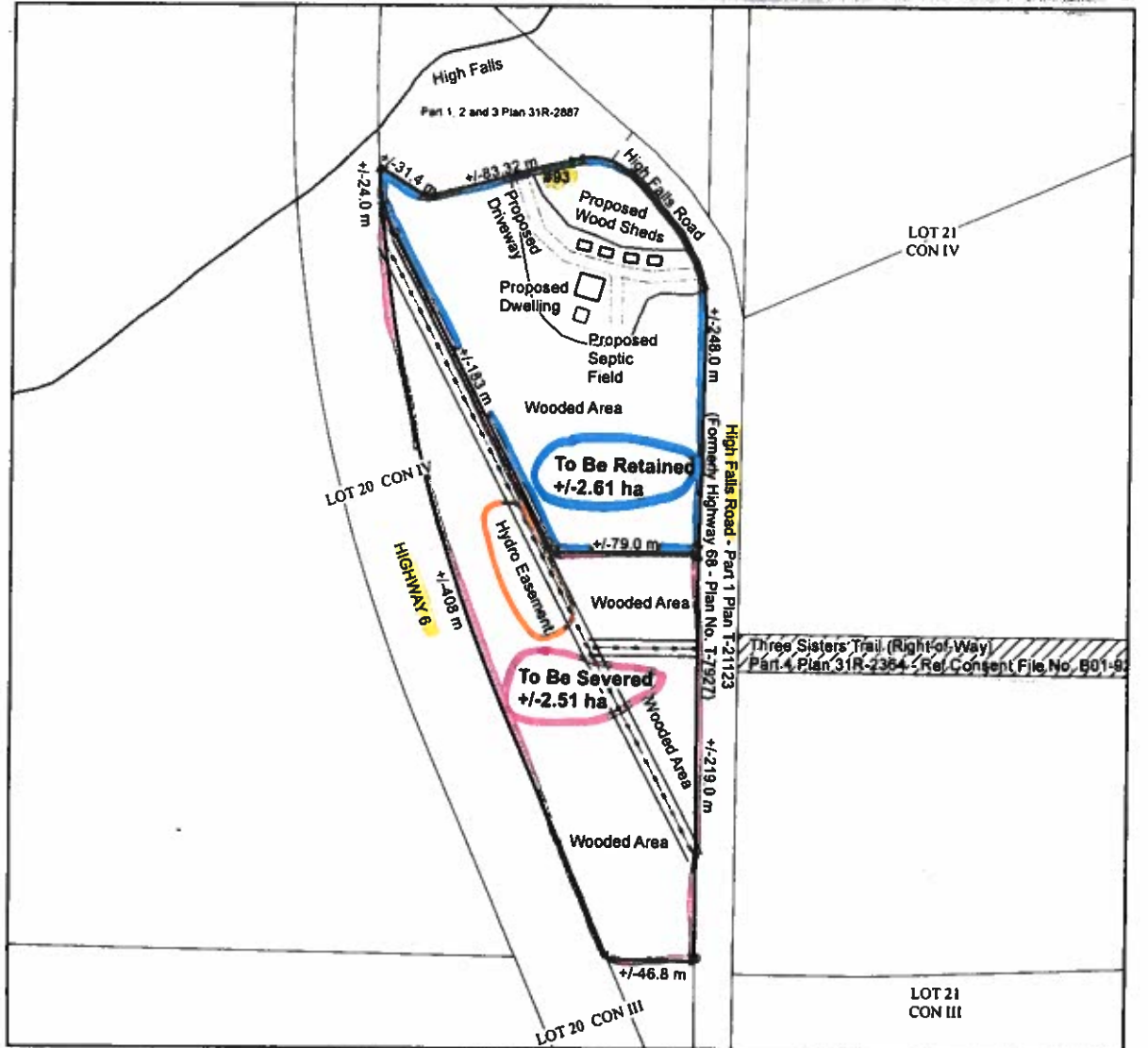
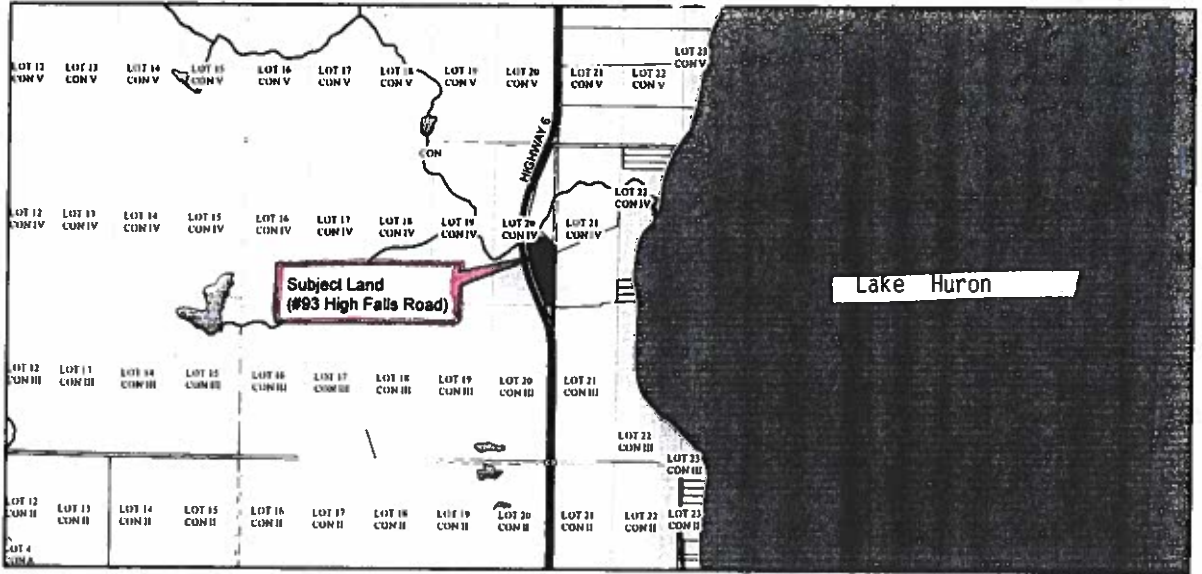
The Application shall be accompanied by a sketch showing the following, in metric units:

- (a) the boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land;
- (b) the approximate distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing;
- (c) the boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained and, in the case of a lot addition, the lands the addition is to be consolidated with;
- (d) the location of all land previously severed from the parcel originally acquired by the current owner of the subject land;
- (e) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that,
  - (i) are located on the subject land and on land that is adjacent to it, and
  - (ii) in the applicant's opinion, may affect the application;
- (f) the current uses of land that is adjacent to the subject land (for example, residential, agricultural or commercial);
- (g) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way;
- (h) if access to the subject land will be by water only, the location of the parking and boat docking facilities to be used; and
- (i) the location and nature of any easement affecting the subject land.

The preferred size is on paper no larger than 8.5" by 14", larger plans will be accepted provided a reduction for circulation purposes is provided.

**Part Lot 20 Concession IV as in T18897  
 Excepting Part 1 Plan T-21123  
 (#93 High Falls Road)  
 Township of Shegolandah  
 Municipality of Assiginack  
 District of Manitoulin**

FILE NO: B29-21



# Alton Hobbs

---

**From:** Heidi Ferguson <hferguson@townofnemi.on.ca>  
**Sent:** November 17, 2021 10:06 AM  
**To:** Alton Hobbs  
**Subject:** Request for Council to Pass a Resolution of Support for the Airport  
**Attachments:** Request for Support Assignack for NOHFC Application for MEMA.docx

Good morning Alton,

I hope that you are doing well. I have attached a letter of Request, asking for the Township of Assiginack's support for the Airport's application for funding to the Northern Ontario Heritage Fund.

The Town of NEMI, in partnership with the Airport is looking to submit an application for funding to the Northern Ontario Heritage Fund's Community Enhancement Stream for the Airport to upgrade their fuel system. This project will include the replacement of the current fuel tanks with two above ground tanks and the purchase and installation of a digital card lock and payment processing system. The proposed project costs are approximately \_\_\_ and if we are successful, NOHFC will provide 75% funding. The remaining funds (25%) would come from the Airport's Reserve Account.

I have asked both Assiginack and NEMI Councils if they would consider passing a Resolution of Support for the Airport's project, since both respective municipalities contribute significantly to the Manitoulin East Municipal Airport's operations. If passed, these resolutions will be submitted along with the funding application, to help demonstrate support for the Airport and this project.

If you are able to bring this request forward to your Mayor and Council, it would be greatly appreciated.

Thanks and have a wonderful day!  
Heidi

Heidi Ferguson  
Economic Development Officer  
Town of Northeastern Manitoulin and the Islands  
14 Water St. E., PO. Box 608  
Little Current, ON POP 1K0  
Phone: (705) 368-3500 ext. 230  
Fax: (705) 368-2245



Although the Town of Northeastern Manitoulin and the Islands (NEMI) makes every effort to ensure that the material/information provided is current and accurate, the Town of NEMI cannot accept any responsibility for the accuracy of this information, nor is it responsible for any expenses or damages incurred directly or indirectly resulting



## **150 Assiginack Project**

### **Updating of Food Storage Area at the Arena Pavilion**

COVID-19 has caused many changes to be made in business, community and sports events, food service and so forth. An end to the COVID pandemic will not necessarily mean an end to the changes it has brought about and the new standards it has imposed.

For many years, the Lions Club and the Manitowaning Agriculture Society have served food and refreshments from the 12 x 30 ft. room at the west end of the pavilion. This area does not meet standards for food service today. We now have a ball field which is capable of sustaining ball tournaments. Groups putting on events such as fairs, tournaments, etc. derive a significant revenue from serving hamburgers, sausage, and refreshments.

We feel that this is a worthwhile project to undertake as a 150 Assiginack endeavor. It would not be feasible cost wise to do to a restaurant type of facility but it would be feasible to continue with serving foods such as barbeques, chili, hotdogs, etc.

To bring this west end room up to health standards, these are the changes that would need to be done.

- The space is 12 ft by 30 ft and currently contains 2 refrigerators, 1 electric range, some counters and a stainless steel double sink.
- The walls and ceiling are unfinished.
- Room was serviced with water at one time, but we are unable to determine if this still works.

### **Proposal**

1. Cover all walls and ceiling with painted steel siding
2. Install 2 windows in existing openings and use existing plywood covers as shutters to prevent breakage when not in use

3. Seal all cracks in concrete floor and paint (2 coats of suitable paint)
4. Install melamine base cabinets with counter tops and 1 additional sink for handwashing
5. Place patio pavers over a 10 ft x 12 ft. area outside (North west corner) where the barbeques can be set up and food product passed inside to kitchen area through an existing opening which can then be served through the front to the customers.

### **Material Costs**

\$12 000

We recommend much of this work be done by volunteers as volunteerism seems to be a dying art in Assiginack. Other Island communities seem to be thriving on it.

### **Unknown for costs**

- Water line from arena to pavilion
- Ground fault plugs inside
- Light fixtures (must be enclosed type according to health unit)
- On demand tankless water heater
- Fire extinguishers
- Thermometers for refrigerators and oven

The township would be responsible for arranging the electrical and water service.

# Alton Hobbs

---

**From:** Dave Ham <info@henleyboats.com>  
**Sent:** November 29, 2021 10:55 AM  
**To:** Alton Hobbs  
**Subject:** FW: To the CAO, TheMayor and Council township of Assiginack November 25th/21

Hello Alton : Can you please place this on the next agenda .

Dave H

-----Original Message-----

**From:** Weston Leeson [REDACTED]  
**Sent:** November 29, 2021 10:52 AM  
**To:** David Ham <info@henleyboats.com>  
**Cc:** ahobbs@assiginack.ca  
**Subject:** Fwd: To the CAO, TheMayor and Council township of Assiginack November 25th/21

----- Forwarded message -----

**From:** Weston Leeson [REDACTED]  
**Date:** Fri, Nov 26, 2021 at 12:02 PM  
**Subject:** Fwd: To the CAO, TheMayor and Council township of Assiginack November 25th/21  
**To:** <ahobbs@assiginack.ca>

----- Forwarded messa@ge -----

**From:** Weston Leeson [REDACTED]  
**Date:** Thu, Nov 25, 2021 at 3:54 PM  
**Subject:** To the CAO, TheMayor and Council township of Assiginack November 25th/21  
**To:** David Ham <info@henleyboats.com>

Due to the Uncertainly of the status of the road know as McKechnies side road because of niebouring land owners and other difficulties I am requesting the use of unopened roadallowance that runs beside the Mckechnies side road from the town line on concession one crosses highway six, SE to the municipal concession 13 meeting at the Junction of the 13th and McKechnies side Road and the NW lot 4corner of my property at Lot 4. knowing that it shows on township property index map number block 47131.

I realize that this unopened Road allowance is not passable bye any vehicle because of he turain as of now, But this would enable me at least to have a no Trespass access. Dave I sill cannot get my Computer to let me into the Town office Could you please forward this to Alton Weston Leeson

**From:** Julie Poirier Mensinga <janice@omafra.ccsend.com> on behalf of Julie Poirier Mensinga <julie.poiriermensinga@ontario.ca>  
**Sent:** December 1, 2021 10:38 AM  
**To:** clerktreasurer@eastlink.ca  
**Subject:** Algoma, Manitoulin, Sudbury West Ag News, December 2021

## December 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>

### Update: 2021 Enhanced Agri-food Workplace Protection Program

Zoom Information Session  
Dec 7, 12pm - 1pm

As the province continues its path forward through COVID-19, the Government of Ontario is expanding the Enhanced Agri-food Workplace Protection Program to help more agri-food businesses guard against the spread of COVID-19 in agri-food workplaces so that worker/employee health and safety is protected, and the sector is supported.

For information, see below under the Funding Programs section.

To register : [Webinar - Enhanced Agri-food Workplace Protection Program](#).

For any questions, please email [ag.info.omafra@ontario.ca](mailto:ag.info.omafra@ontario.ca) or call 1-877-424-1300.

### Northern Cover Crop Innovations Webinar

Wed, Dec 8 @ 7:00 PM - 8:30 PM

How are northeastern Ontario farmers using cover crops in their field crop rotations? What are the most successful cover crops for northern climates? What are the benefits and challenges of adding cover

crops to field crop rotations? Find the answers to these questions and more at this comprehensive webinar for field crop producers, offered in partnership by the [Rural Agri-Innovation Network \(RAIN\)](#), [Northern Ontario Farm Innovation Alliance \(NOFIA\)](#) and EFAO.

For information and to register: <https://efao.ca/event/northern-cover-crop-innovations-21/>  
Contact: Mikala Parr, [mparr@ssmic.com](mailto:mparr@ssmic.com)

## High Tunnel and Hoop House Workshop

December 8, 7:00 - 8:00 pm

IAPO is putting on a high tunnel and hoop house workshop. Join Sheldon Berries and A.G.'s Produce as they share their farm stories and experiences working with high tunnels and hoop houses (poly covered greenhouses).

To register please email: [workshops@indianag.on.ca](mailto:workshops@indianag.on.ca) or call 1-800-363-0329.

## 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

Open until 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.

For more information contact OSCIA field representatives:

**Claude Pélouquin:** [Claude.Peloquin@ontariosoilcrop.org](mailto:Claude.Peloquin@ontariosoilcrop.org) or 705 491-5094

**David Trivers:** [David.Trivers@ontariosoilcrop.org](mailto:David.Trivers@ontariosoilcrop.org) or 705 989-9683



## Increasing Deadstock Capacity Initiative under CAP

Open until December 13, 2021.

The initiative provides cost-share funding support for deadstock management to address immediate and short-term deadstock capacity needs at businesses in Ontario through increasing capacity.

Target to livestock producers, other agri-businesses and municipalities that support planning, establishing, and/or managing deadstock to increase capacity for deadstock management.

Cost-share funding at 50 per cent of the verified eligible expenses incurred and paid, up to a maximum amount of \$25,000 per applicant.

Guidelines and application available [here](#).

## Enhanced Biosecurity for African Swine Fever Preparedness Initiative

Open until March 21, 2022 or while funding remains available, whichever comes first.

Targeted support for enhanced biosecurity and emergency preparedness planning activities to reduce the likelihood of the introduction of African swine fever (ASF) into Ontario. This intake will assist producers, processors and other agri-businesses across Ontario's pork value chain by cost-sharing certain expenses related to biosecurity improvements and ASF prevention and preparedness activities.

Cost-share funding at 50 per cent of the verified eligible expenses incurred and paid, up to a maximum amount of \$40,000.

Guidelines and application available [here](#).

## 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.

## Tile Drainage Program

The [Northern Ontario Heritage Fund Corporation's Regional Tile Drainage Initiative](#) is designed to support the agriculture sector in installing tile drainage to increase the amount and improve the quality of arable land in Northern Ontario resulting in more productive growing seasons and increased crop yields for producers.

### Algoma/West Sudbury - 2022 Tile Drainage Consortium

For information and to apply contact Cathy Bouchard, RAIN Program Coordinator, at [cbouchard@ssmic.com](mailto:cbouchard@ssmic.com) or 705-942-7927 x 3135.

As this is for a spring project, please let Cathy know asap if you are interested and how many acres you wish to complete.

### Manitoulin - Next Spring Tile Drainage Consortium (TBC)

For information and to get on the waiting list contact Micheal Adison, LAMBAC General Manager at [michael@lambac.org](mailto:michael@lambac.org) or 705-282-3215.

No guarantee of a spring program, but if the interest is there and for enough acreages, LAMBAC will apply for another project.

## Northern Ontario Heritage Fund Corporation

The Invest North Program is designed to boost economic growth in Northern Ontario by encouraging businesses to invest in transformative, strategic and complementary business development opportunities in Northern communities. The program will support productivity, innovation, business competitiveness, revenue growth, export capacity development, job creation and retention.

The **Launch Stream** is designed to assist with the launch of a new businesses in Northern Ontario. Visit: <https://nohfc.ca/en/pages/programs/invest-north-program/investment-launch-stream>

The **Grow Stream** is designed to assist with the growth and expansion of existing business in Northern Ontario. Visit: <https://nohfc.ca/en/pages/programs/invest-north-program/investment-grow-stream>

## 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 (Updates)

Changes includes:

- An **extended application deadline** to February 1, 2022, or until funding is fully allocated.
- Under the **Workplace COVID-19 Prevention** category:
  - An **increased amount of cost-share funding** for eligible expenses up to a total of \$50,000 from the current \$15,000 maximum. The cost-share will continue to be 60% of the eligible expenses.
  - **Expanded eligibility** to include food and beverage processors with three or more employees, agri-food industry organizations/associations, and poultry catchers/vaccinators and professional barn cleaners.
- Under the **Responsive COVID-19 Outbreak Management** category:
  - **Expanded eligibility** to include poultry catchers/vaccinators and professional barn cleaners.
- **Expansion of eligible expenses** to include extraordinary costs resulting from extended COVID-19 quarantine period beyond 14 days, accepted claims can date back to April 23, 2021.

### Program Categories

**1) Workplace COVID-19 Prevention:** eligible applicants can claim 60 per cent funding of eligible expenses to help support the adoption of prevention and mitigation measures to reduce the spread of COVID-19 among agri-food workers/employees.

Funding is limited to \$50,000 per business and per property.

**2) Responsive COVID-19 Outbreak Management:** eligible applicants who have been impacted by outbreaks of COVID-19 and faced with extraordinary costs related to employee wage supports and worker/employee isolation and extended quarantine period can claim up to 100 per cent funding of eligible expenses.

For program guidelines, applications and instruction on how to apply click [here](#).

For more information, contact: [AgRuralPrograms@ontario.ca](mailto:AgRuralPrograms@ontario.ca).

See Upcoming Events section above for details on an information session for Dec 7th.

## 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@wsps.ca](mailto:agriculture@wsps.ca)
- Visit: [wsps.news/FPCOVID](http://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:clerktreasurer@eastlink.ca)

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



RECEIVED  
NOV 25 2021

## 2021 Third Quarter Activity Report November 25, 2021

The following is the most recent consolidated Quarterly Report that the DSB will be sending to member municipalities and posting on the public website. Expect Quarterly Reports in February, May, September, and November of each year.

The program statistics are provided separately and updated monthly. They are available on the website by clicking the following link: [Monthly Program Statistics](#)

### CAO Overview

The DSB 2021 Third Quarter (Unaudited) Financial Report was presented to the Board and projects a year-end municipal **surplus of \$867,199**. Children's Services and Ontario Works is forecasted to be on budget. Community Housing is forecasted to be under budget by \$694,445. Paramedic Services is forecasted to be under budget by \$173,658. Interest revenue on non-reserve accounts is forecasted to be \$904 less than budgeted.

The DSB quarterly financial reports are available on the DSB website by clicking the following link: [Quarterly Financial Reports](#)

### Paramedic Services

#### COVID-19 Pandemic Response

Paramedic services continues to be an integral participant in vaccination and testing clinics. We are anticipating a "ramping up" of activities in the fourth quarter with the requirement of "booster" 3<sup>rd</sup> doses of vaccine for the most vulnerable and imminent approval of vaccines for the younger populations (5 to 11 years of age).

#### Vaccination and Directive 6 by Ontario's Chief Medical Officer of Health (CMOH)

On August 17, 2021, CMOH issued [COVID-19 Directive #6](#) under the section 77.7 of the Health Protection and Promotion Act stating that every Paramedic Service must establish, implement and ensure compliance with a COVID-19 vaccination policy requiring employees to provide:

- a) proof of full vaccination; or
- b) written proof of a medical reason, provided by a physician or registered nurse in the extended class that sets out: (i) a documented medical reason for not being fully vaccinated against COVID-19, and (ii) the effective time-period for the medical reason; or

- c) proof of completing an educational session approved by the Covered Organization about the benefits of COVID-19 vaccination prior to declining vaccination for any reason other than a medical reason.

The directive further directs that each Paramedic Services' policy require staff that are opting out of vaccination for whatever reason, to submit to regular antigen point of care testing a minimum of once every seven days. Manitoulin-Sudbury DSB Paramedic Services' policy went into force as of September 7, 2021, as directed by the CMOH. To date, 95% (121) of our active staff have provided proof of full vaccination. We have received zero (0) medical exemptions and a total of six (6) staff that have opted out of getting vaccinated. As previously reported, Paramedic Services deployed the PanBio Rapid Antigen Tests to each of our 12 Paramedic Stations as part of the Provincial Surveillance program and the non-vaccinated employees have been self-testing as required per policy.

### **Community Paramedicine for Long-Term Care (CPLTC)**

After an exhausting process to fill the last two (2) positions on the Community Paramedicine (CP) Team, we were successful in hiring 2 Full-Time CPs and the team is now fully staffed and operational. Community Paramedicine education and training is underway to provide the team with the necessary tools to fulfill their mission. The rostering of patients continues to exceed expectations and the feedback from our stakeholders has been extremely positive. In the fourth quarter we are anticipating finally deploying our iSTAT point of care testing devices that will enable our Community Paramedics to analyze blood samples and communicate those to the primary health care providers to further compliment appropriate care planning.

### **Influenza Vaccination**

Through the Community Paramedicine Program, we have engaged with Public Health Sudbury and Districts to explore the possibility of participating in the annual Influenza Vaccination campaign across our entire region. Discussions are on-going and while we are early in the planning stages, we are confident that we can receive the appropriate approvals in time for November 2021 clinics.

## **Children's Services**

### **Child Care Expansion Funding**

On July 27<sup>th</sup>, 2021, the Association of Municipalities (AMO) wrote a [letter](#) to the Honourable Stephen Lecce, Minister of Education regarding its concerns with the changes to administrative cost-sharing arrangements. An [Issue Report](#) was completed and noted the threshold for allowable administrative funding the CMSM/DSSABs can spend on Child Care will be reduced from 10% to 5% in 2022 in addition to the ongoing

cost sharing requirements previously introduced. This will place added pressure on service system managers to fill in the gaps and there has not been a significant reduction in administrative burden. The Manitoulin-Sudbury DSB endorsed AMO's letter to the Minister and supports the request that the province reverse the administrative changes in recognition of the detrimental impacts to those served by the child care system.

### **Health and Safety Updates**

Beginning in early August several memos have been shared with Service System Managers and Child Care Licensees regarding health and safety precautions and immunization disclosure requirements.

Programs are encouraged to continue with [health and safety](#) precautions in particular regular hand hygiene and respiratory etiquette, continued use of personal protective equipment and continued use of Provincial screening tool.

The Ministry of Education announced on August 18, 2021 the requirement of an [Immunization Disclosure Policy](#) for all licensed child care settings. Licensee requirements came into effect September 7th and need to be fully implemented by September 27, 2021.

The COVID-19 immunization policy must require child care staff, home child care providers, home child care visitors, volunteers, students, Special Needs Resource Workers, and frequent visitors to do one of the following:

- Provide proof of full vaccination or
- Provide a formal documented medical reason for not being vaccinated or
- Participate in an education program approved by the licensee

In addition to the instructions that licensees are to establish, implement and report on a COVID-19 immunization policy, a [memo](#) shared on September 14<sup>th</sup> indicates that individuals who are subject to testing (those individuals who are not fully vaccinated) must provide verification of negative test results at least two times per week.

As part of the testing requirement the Ministry has asked that licensees inform those required to undertake testing that:

- testing is to take place at an individual's residence prior to attending work,
- testing should be implemented consistently and should not take place more than 48 hours before attending work.

A supply of rapid antigen tests will be provided at no cost to licensees by direct delivery, pick up through the Ontario Chamber of Commerce, or pick up at an assigned school.

An additional memo received on September 14, 2021 shares that individuals who are not vaccinated are required to participate in an [educational session](#) about the safety and efficacy of COVID-19 vaccines, participation must occur outside of working hours.

In a memo dated [September 23, 2021](#) an extension to access pharmacy testing for those school boards and child care licensees that may have a shortage of testing kits, for eligible staff was granted until October 1, 2021.

## **Ontario Works**

### **Ontario Works Caseload**

In the third quarter of 2021, the Ontario Works/Temporary Care caseload average was 467. Compared to last year at this time, the caseload has decreased 9.1%.

### **Letter to Minister Fullerton**

On August 5, 2021 AMO [wrote](#) to the Honourable Merrilee Fullerton, Minister of Children, Community and Social Services. AMO acknowledged the ongoing engagement with the 47 service system managers on both the co-design of the new model and the vision for human services integration.

AMO stressed the importance that all partner ministries attend the Provincial Municipal Social Assistance and Employment Services Committee (PMSAEC) and the Human Services Collaborative Table, including those with employment, housing, child care, education, justice, corrections and health responsibilities.

It is crucial that the Ministry of Health is a fully engaged partner. Social assistance and health care transformation need to be interrelated moving forward beyond the immediacy of the pandemic. For life stabilization to be successful, health supports, especially supports for mental health and addiction are essential.

AMO has recommended the provision of supports to increase the capacity of the non-profit community sector to provide health and social services that are essential for life stabilization, including supportive housing, and mental health and addiction services.

### **Employment Services Transformation**

An [update](#) was provided on the ongoing rollout of Employment Services Transformation (EST) across the province. The government had previously announced a multi stage competitive process that would see service system managers selected for all catchment areas in Ontario between now and the end of 2023.

As such, the ministry is now proceeding with the selection of Service System Managers in four additional catchment areas. York, Halton, Stratford-Bruce Peninsula and Kingston-Pembroke have been identified to be part of the next phase based on findings from stakeholder engagement, organizational interest, and service delivery considerations. The next group of catchment areas will be completed in 2022, with a final round for Toronto and the Northern catchments occurring in 2023.

## Skills Development Fund (Round 2)

The second round of the [Skills Development Fund](#) (SDF) was announced on September 29, 2021. The Skills Development Fund was created to enable market-driven solutions and unlock the economic potential of skilled trades and broader workforce development initiatives to facilitate economic recovery.

For the second round of the SDF, there is a continuous intake process for applications, and project proposals will be accepted on an ongoing basis for the 2021/22 fiscal year.

## Ontario Works Two- Year Service Plan

The Ontario Works Two- Year [Service Plan](#) is required by all CMSM/DSB's every two years and it is submitted to the Ministry of Children, Community and Social Services.

This document speaks to the Ontario Works vision and the mandate of the Manitoulin-Sudbury DSB and offers an environmental scan of caseloads and the employment programs offered.

Operation indicators for April 2021 and April 2020 are highlighted in this document as well as a comparison to the province and to the North as a whole. Outcome strategies are detailed within the plan. As a result of the COVID-19 pandemic and subsequent stay at home orders, referrals have dropped between 2019 and 2020 which can be seen in the Service Plan statistics.

## Community Housing

### Municipal Affairs & Housing Funding Allocations

On August 23, 2021 the Ministry of Municipal Affairs and Housing provided a funding [letter](#) for the Manitoulin-Sudbury DSB 2022-23 allocations.

Program	Allocation Amount
Canada-Ontario Community Housing Initiative (COCHI)	\$347,763
Ontario Priorities Housing Initiative (OPHI)	\$207,700
Canada-Ontario Housing Benefit (COHB)	\$114,700
Community Homelessness Prevention Initiative (CHPI)	\$766,183
Service Manager Federal Funding for Social Housing	\$624,903

### Waiting list (Applicants)

Total applications at end of the third quarter are 548. The applicant breakdown is as follows:

1 Bedroom	434 (+23)	2 Bedroom	51 (+2)
3 Bedroom	37 (+/-0)	4 bedroom	26 (+/-0)



## **Direct Shelter Subsidy (DSS)**

Staff continue to identify and complete the application process with eligible applicants for the DSS program. All applicants receiving the benefit are deemed housed. As of the end of this quarter there were 216 active DSS recipients.

## **Income Mixing**

In accordance with DSB Policy, every effort is being made where the waitlist allows, to mix the Community Housing Buildings with RGI, Affordable and Market Rent Tenants. As of the end of this quarter we have successfully secured 10 market rent tenants and 74 affordable rent tenants.

## **Smoke Free Housing – Unit Count-down**

In the third quarter, 180/275 of the portfolio's units are designated as Smoke-free. This represents 65.5% of the full portfolio currently. Units are designated as turn-over occurs.

## **Social Services Relief Fund (SSRF) Phase 4**

On August 16, 2021, the Manitoulin-Sudbury DSB board chair received [important details](#) regarding additional provincial funding being offered to us through the fourth phase of Ontario's Social Services Relief Fund and through the Canada-Ontario Community Housing Initiative (COCHI).

The Manitoulin-Sudbury DSB will receive an additional **\$1,130,700** in provincial funding through a fourth phase of Ontario's SSRF for the 2021-2022 fiscal year. An [investment plan](#) was created and submitted to the Ministry on how the funds would be utilized.

## **Housing and Homelessness Plan**

Year 6 of the 10-Year Housing and Homelessness plan had been completed, presented to the board, and submitted to the Ministry of Municipal Affairs and Housing.

The report is designed using SMART Goals. SMART goals are Specific (clearly defined), Measurable (easily recorded and compared), Attainable (reasonable), Relevant (reflect the organization's Mission and purpose) and Time-Bound (doable in a fixed time frame)

The report identifies 4 goals for the Manitoulin-Sudbury District to work within. Each goal has priorities attached along with Inputs, Activities, Outputs, Outcomes, and Impacts.

- Goal 1:** Understanding Demand for Housing Services and supports by Demographic
- Goal 2:** Understanding and Addressing Need for Supply of Housing and supports
- Goal 3:** Income Support for Shelter and Homelessness Prevention Services
- Goal 4:** Innovations and Partnerships in the Provision of Housing with Supports

Details of the goals can be found in the [Year Six Report](#).

## **Correctional Discharges into Community Housing**

On June 24, 2021, the Association of Municipalities of Ontario wrote to Deborah Richardson, Deputy Solicitor General, Correction Services and Kate Manson-Smith, Deputy Minister, Ministry of Municipal Affairs and Housing.

The purpose of the letter was to propose a dedicated, time-limited staff working group to address the issue of inmates that are discharged into homelessness.

AMO acknowledged the ongoing efforts of the ministry but stressed there is more to be done. Municipal expertise can assist in addressing the issue. When inmates are discharged into homelessness or inappropriate housing, their cycle of homelessness continues and there is often a risk of repeated incarceration.

The proposed group would be co-chaired by a municipal service system manager, the Ministry of Municipal Affairs and Housing and the Ministry of the Solicitor General with participation from relevant ministries.

All parties could work together to co-design policies, procedures, and protocols. The goal would be to ensure that inmates are appropriately discharged into housing and adequately supported to transition back into the community in a safe and healthy manner.

## **Work Orders**

During the third quarter a total of 226 Work Orders were generated: 168 for Community Housing; 8 for Administration Offices, and 50 for Paramedic Services. There was a total of 150 Work Orders closed or resolved during that time. Work orders are closed if the work is done in-house, or when the invoice is paid if from an outside source.

During the period, a total of 15, unit turnovers were started or completed which is more than average.

Pest Management issues continue to be addressed in various locations throughout the portfolio as we move into the fall. Abell Pest Management Services provide services throughout the district for all programs and locations.

## **Projects Underway**

A few projects worth mentioning:

Well drilling in Webbwood has been completed and water testing is underway. The well drilling project will continue to be supported by Ontario Clean Water Agency to ensure compliance before supply to the building will be completed.



Encompass completed the Thermal Scans in various Community Housing locations and reports from this work were received in the quarter. Various locations were identified as having issues within the electrical performance of the building that would require attention.

## **COCHI-OPHI**

To date the following projects are completed or nearing full completion as of the current date for COCHI Year 3 allocations:

- Espanola Municipal Non-Profit Housing: water main repairs, max funding of \$18,000
- Little Current Place: windows and doors, max funding of \$ 136,708.00
- Native People of Sudbury Development Corporation: foundation skirt insulation – max funding of \$ 13,781

Correspondence received from the Ministry of Municipal Affairs and Housing on August 16, 2021, announced additional investment through the fourth and final phase of the Social Services Relief Fund (SSRF) and through the Canada-Ontario Community Housing Initiative (COCHI) in August announced an additional \$84,100 in funding to the DSB. Our investment plan was created and submitted to the Ministry.

## **Summary**

The DSB had a very busy quarter. If municipal Councils have any questions or would like DSB staff to attend a municipal Council meeting, please feel free to contact me directly.

**Fern Dominelli**  
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Manitoulin-Sudbury District Services Board  
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**Manitoulin-Sudbury DSB**  
**3rd Quarter Report (Unaudited)**  
**AS AT 2021-09-30**

	<b>Total Gross Budget</b>				<b>Municipal Share Budget</b>			
	<b>YTD</b>	<b>YTD</b>	<b>OVER(UNDER)</b>	<b>ANNUAL</b>	<b>YTD</b>	<b>MUNICIPAL</b>	<b>MUNICIPAL</b>	<b>Over(Under)</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>MUNICIPAL</b>	<b>SHARE</b>	<b>SHARE</b>	<b>Budget</b>
					<b>Forecast</b>	<b>BUDGET</b>	<b>Forecast</b>	
<b>Ontario Works</b>	\$ 1,787,011	\$ 1,808,148	\$ (21,137)	\$ 2,461,726	\$ 756,059	\$ 1,047,426	\$ 1,047,426	\$ -
<b>100% Funded</b>	\$ 5,943,206	\$ 5,067,373	\$ 875,833	\$ 6,751,071				
<b>Child Care</b>	\$ 7,882,790	\$ 7,329,092	\$ 553,698	\$ 9,654,258	\$ 501,029	\$ 668,038	\$ 668,038	\$ -
<b>Community Housing</b>	\$ 1,821,106	\$ 2,250,058	\$ (428,952)	\$ 2,969,952	\$ 1,821,106	\$ 1,560,233	\$ 2,254,678	\$ (694,445)
<b>100% Funded</b>	\$ 324,173	\$ 301,592	\$ 22,581	\$ 402,123				
<b>Paramedic Services</b>	\$ 11,032,557	\$ 11,613,237	\$ (580,680)	\$ 15,547,153	\$ 5,498,605	\$ 6,619,724	\$ 6,793,382	\$ (173,658)
<b>100% Funded</b>	\$ 862,672	\$ 648,123	\$ 214,550	\$ 2,565,128				
<b>TOTAL EXPENSES</b>	\$ 29,653,516	\$ 29,017,623	\$ 635,893	\$ 40,351,411	\$ 8,576,798	\$ 9,895,421	\$ 10,763,524	\$ (868,103)
<b>Interest Revenue</b>	\$ (72,794)	\$ (74,373)	\$ 1,578	\$ (99,163)	\$ (72,794)	\$ (98,259)	\$ (99,163)	\$ 904
<b>TOTAL EXPENSES</b>	\$ 29,580,722	\$ 28,943,250	\$ 637,472	\$ 40,252,248	\$ 8,504,004	\$ 9,797,162	\$ 10,664,361	\$ (867,199)

**Variance Analysis September 30, 2021**

Actual to Budget	NET Municipal Variance	Explanation of Unaudited Municipal Share
Ontario Works	\$ -	Municipal share of administration expenses are forecasted to be on budget.
Child Care	\$ -	Municipal share of Child Care expenses is forecasted to be on budget.
Community Housing	\$ (694,445)	<p><math>(\\$91,035) + (\\$385,160) + (\\$225,854) + \\$7,604 = (\\$694,445)</math> surplus</p> <p>Federal Funding is forecasted to be <b>(\$91,035)</b> more than budgeted.</p> <p>Direct operated rev &amp; exp and program support allocation is forecasted to be <b>(\$385,160)</b> under budget</p> <ul style="list-style-type: none"> <li>- Rental Revenues are forecasted to be <b>(\$194,121)</b> more than budgeted.</li> <li>- Direct operating expenses are forecasted to be <b>(\$131,151)</b> under budget due to:                             <ul style="list-style-type: none"> <li>utilities \$39,222 over budget, salaries &amp; benefits for custodians \$18,730 over budget, maintenance expenses over budget \$47,235, other administrative expenses over budget \$4,797, administration wages &amp; benefits are forecasted to be <b>(\$191,135)</b> under budget due to onetime administration funding available from 100% funded programs.</li> <li>- Program Support Allocation is forecasted to be <b>(\$109,888)</b> under budget.</li> </ul> </li> <li>- Direct Shelter Subsidy forecasted to be <b>(\$225,854)</b> under budget due to one-time 100% funding.</li> </ul> <p><u>Non-Profit, Rent Supp. and Urban Native expenses are forecasted to be \$7,604 over budget.</u></p>
Paramedic Services	\$ (173,658)	<p>Paramedic Services is forecasted to be <math>\\$47,519 + (\\$221,177) = (\\$173,658)</math> under budget.</p> <p>The MOHLTC funding is forecasted to be less than budgeted by <b>\$47,519</b> deficit. The forecast is based on the actual funding received to date.</p> <p>Paramedic Staffing is forecasted to be <b>(\$127,515)</b> under budget:</p> <ul style="list-style-type: none"> <li>- Regular Wages are forecasted to be under budget by <b>(\$248,980)</b>; Other and Replacement Wages are forecasted to be over budget by <b>\$121,465</b></li> <li>- Benefits are forecasted to be under budget by <b>(\$40,270)</b>; WSIB is forecasted to be under by <b>(\$229,209)</b>; CPP, EI and EHT are forecasted to be over by <b>\$46,096</b>; Other Benefits, OMERS and In Lieu are forecasted to be over by <b>\$142,843</b>.</li> </ul> <p>Administration Wages and Benefits are forecasted to be <b>(\$87,283)</b> under budget</p> <p>Non Wages are forecasted to be over budget by <b>\$33,891</b>.</p> <ul style="list-style-type: none"> <li>- Transportation &amp; Communication is forecasted to be <b>(\$51,067)</b> under budget</li> <li>- Vehicle repairs and maintenance is forecasted to be over budget by <b>\$37,358</b></li> <li>- Building repairs and maintenance, grounds and utilities are forecasted to be <b>\$17,600</b> over budget</li> <li>- Mal Practice insurance was not budgeted; it is forecasted to be <b>\$30,000</b> over budget</li> <li>- Supplies are forecasted to be on budget.</li> </ul>
Interest Revenue	\$ 904	Interest Revenue is forecasted to be <b>\$904</b> less than budgeted which results in a municipal deficit.
	<b>\$ (867,199)</b>	

# The Corporation of the Township of Assiginack

## 2021 Management Review Minutes

**Review Period:**

**Sep 1, 2020 – Sep 30, 2021**



# Drinking Water Quality Management System

**Meeting Date:** November 17, 2021

**Attendance:** Keith Stringer – OCWA Operations Management, Natalie Wagar – OCWA PCT

**Minutes of Review Provided to:** Jeff St.Pierre – Regional Manager, Allyson Kirk – Safety, Process and Compliance Manager, Natalie Wagar – QEMS Rep & PCT, Sarah Beaulieu – QEMS Rep & PCT, Kevin Spec - Sr. Operations Manager, Peter Bolduc – Facility Operator, Alton Hobbs – Township of Assiginack

\*\* All reference to MOE, MOECC or MECP means Ministry of the Environment, Conservation and Parks

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**Facility Highlights:**

- Third party audits are scheduled for 2022. This includes a desktop and onsite portion.
- Manitowaning received a rating of 100% during the last inspection, had 1 reportable non compliances and 0 AWQIs were filed with the MECP.
- Sunsite Estates received a rating of 95.67% during the 2020 inspection and a rating of 100% during the 2021 inspection, had 0 reportable non compliances and 0 AWQIs were filed with the MECP.
- The maintenance program (WMS) was deemed to be adequate. No problems were found relating to equipment, call outs or general maintenance.
- Raw water sampling was conducted in 2021 and showed no degradation of the source water.
- Lead was not considered a concern in the drinking water system
- Results of the internal and third party audits revealed the DWQMS program was well implemented and listed no major issues.
- The risk assessment is reviewed regularly and was re-assessed in 2021
- The operational plan has been updated to include recent raw water sampling data
- Through the Management Review, 0 action items were created.

**List of Action Items Created Through the Management Review Process**

Action Items Resulting from Review			
Root Location of Action Within Minutes	Action Item	Personnel Responsible	Proposed Timeline
N/A	N/A	N/A	N/A

## Incidents of Regulatory Non-Compliance

Non compliances are reported to the local MOE inspector or can be identified within an inspection report.

### Manitowaning

- The facility had 0 non compliances identified during the MECP inspection which took place on Oct 13, 2020.
- One (1) non-compliance was reported to the MECP during the review period.
  - Due to a Purolator issue, weekly sampling was done off schedule

### Sunsite Estates

- The facility had 2 non compliances identified during the MECP inspection which took place on Oct 13, 2020
  - Spare parts for the chlorine analyzer are now kept onsite
  - New SCADA should address filter efficiency calculation issues
- The facility had 0 non compliances identified during the MECP inspection which took place on Jun 24, 2021
- No non-compliances were reported to the MECP during the review period.

## Incidents of Adverse Drinking Water Tests

The drinking water regulation identifies particular indicators of Adverse Water Quality Incidents (AWQI) which must be reported to the MOE and the MOH.

### Manitowaning

- There were no AWQIs filed with the MECP.

### Sunsite Estates

- There were no AWQIs filed with the MECP.

## Deviations from Critical Control Point (CCP) Limits

Critical Control Points (CCP) are established through the Risk Assessment exercise and are monitored through the SCADA and Wonderware systems.

### Manitowaning

- Chlorine callout most likely due to the diaphragm pump. A peristaltic pump will be sought during the next upgrade of equipment.



## Sunsite Estates

- No issues with CCP limits

## Operational Performance

Performance is evaluated by reviewing the MOE's latest inspection rating as well as the programs put in place by the Operating Authority.

## Manitowaning

- A grade of 0/461 was given to the facility by the MECP inspector for the inspection that took place on Oct 13, 2020 providing a score of 100%.
- The upgraded membrane system has been functioning well

## Sunsite Estates

- A grade of 21/485 was given to the facility by the MECP inspector for the inspection that took place on Oct 13, 2020 providing a score of 95.67%.
- Although no IRR has been received from the MECP for the inspection dated Jun 24, 2021, the score will be 100%.
- SCADA now works independently of MTG

## Raw Water Supply and Drinking Water Quality Trends

Raw water and drinking water trends are monitored through OCWA's SCADA and Wonderware systems and numerical data is maintained within our Process Data Management (PDM) program.

## Manitowaning

- Raw flows did not exceed the PTTW
- THM and HAA levels are consistently below provincial limits.
  - Current THM values: 54.0 ug/L (Limit is 100 ug/L)
  - Current HAA values: 25.5 ug/L (Limit is 80 ug/L)
- There does not seem to be any degradation of the source water based on monitoring and sampling data

## Sunsite Estates

- Raw flows did not exceed the PTTW
- THM and HAA levels are consistently below provincial limits.
  - Current THM values: 48.0 ug/L (Limit is 100 ug/L)
  - Current HAA values: 26.7 ug/L (Limit is 80 ug/L)
- There does not seem to be any degradation of the source water based on monitoring and sampling data

## Consumer Feedback

Community complaints are reported to the Operating Authority, either directly from consumers or through the Municipal office.

### Manitowaning

- No consumer complaints were received by the Operating Authority

### Sunsite Estates

- No consumer complaints were received by the Operating Authority

## Internal and Third Party Audits

Internal audits are undertaken by the Operating Authority while external audit are performed by a third party. Any opportunities for improvement (OFI) listed within the reports are either implemented as preventive actions or are discarded as not being required.

- The off-site (surveillance) External Audit was completed on March 4, 2021.
  - A total of 0 Minor NCs and 3 OFIs were found by the auditor
  - Minor edits were made to the operational plan
- The Internal Audit was completed on July 8, 2021
  - A total of 3 Minor NCs and 1 OFI were found by the auditor.
  - A plan is in place to maintain assets in the database, moving forward.
  - Operational staff did not acquire the 12 hours of health and safety training in 2020, as required by OCWA. There should be no issued reaching 12 hours in 2021.

## Consideration of Applicable Best Management Practices

Best management practices found on the facility's latest inspection report, published by the Ministry of the Environment or found through other means are reviewed at least every 36 months.

### Manitowaning

- There were no MECP or OCWA related BMPs to review
- Reviewed BMP from inspection dated October 13, 2020
  - Operators now use electronics logs that are periodically reviewed by management and compliance.

### Sunsite

- There were no MECP or OCWA related BMPs to review
- There were no BMPs from the inspection dated June 22, 2021



## The Risk Assessment Process

Hazardous events are identified and control measures established for each. Risk assessments are required to be verified annually and re-assessed for the system every 36 months.

- The risk assessment was reviewed and deemed to be adequate
- The review and 36 month re-write was completed by compliance staff in 2021

## Emergency Response Testing

OCWA maintains 6 mandatory contingency plans which cover the majority of possible emergency situations. Each contingency must be tested annually and each must be reviewed every 5 years.

- The 'Loss of Service' contingency was tested in 2021
  - A scenario was provided to staff based on the need to haul water to the facility
  - A final review and contingency update has not been completed yet

## Action Items from Previous Management Reviews

Action items are initiated when deficiencies are found within the Quality Management System. Previous management review records are inspected on a continual basis.

- Training for staff on DWQMS is still outstanding.
- QEMS rep is planning on conducting the training at the next hub meeting with all staff

## Status of Other Actions Items Identified Between Reviews

Action items are sometimes initiated in response to other audits or incidents.

- There were no action items identified between reviews

## Changes That Could Affect the Quality Management System

This discussion is held to examine any changes which have occurred within the Organization, the Municipality or the Quality Management System.

- The pandemic has changed and will continue to affect how onsite audits are conducted. Additional safety measures are required when going onsite.

## Resources Needed to Maintain the DWQMS

Resources are defined as those things needed to implement or maintain the QMS such as physical work, financial resources and time involved by personnel.

- The QEMS Rep wants to try and go to the facility for a detailed internal audit next year, instead of conducting the audit virtually or during MECP inspection.

## Infrastructure Review

An infrastructure review is required annually by contractual obligations and DWQMS requirements. Infrastructure is assessed and recommendations are made to maintain or optimize the facility.

## Manitowaning

- Breakdown maintenance items have been approved on an as needed basis
- Pre-chlorine analyzer was replaced

## Sunsite

- Breakdown maintenance items have been approved on an as needed basis

## Operational Plan: Currency, Content, Updates

The DWQMS requires the Operating Authority to documents QMS for the drinking water system in the form of an Operational Plan.

- Operational Plan updates were made to element 6 – Drinking Water System
- Raw water bacteriological information was updated and the 2021 raw water assessment was added

## Staff Suggestions, Recommendation for Improvement

Staff suggestions are made, either directly to the Manager or the Process and Compliance Technician, and are reviewed during the Management Review.

- There were no staff suggestions.

## Next Management Review Meetings

- Scheduled for October 2022