

MUNICIPALITY



OF ASSIGINACK

BOX 238, MANITOWANING, ONT., P0P 1N0

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

www.assiginack.ca

REGULAR VIRTUAL MEETING OF COUNCIL

Via ZOOM

Tuesday, January 18, 2022 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) Regular Virtual Meeting of January 4, 2022
- b) Assiginack 150th Committee Meeting Minutes of December 9, 2021

4. DELEGATIONS

- a) John Cannard JL Richards re: Waterfront study Costing Report

5. REPORTS

NONE

6. ACTION REQUIRED ITEMS

- a) Accounts for Payment : General \$ 130,334.94
Payroll: \$ 21,196.17
- b) Manitoulin POA Committee: Councillor Jones
- c) Assessment Write Down Authorization
- d) Grass and Park Maintenance Tender Results

7. INFORMATION ITEMS

- a) NDMMNRF: NORDS Funds Program Guidelines
- b) CPAC: November 2021 Statistics

8. BY-LAWS

- a) By-law # 22-02 Animal Control Officer Contract extension
- b) By-law # 22-03 By-law Enforcement Officer Employment Agreement

9. CLOSED SESSION

None

10. ADJOURNMENT

THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK
MINUTES OF THE REGULAR COUNCIL MEETING

The Regular Meeting of the Council of the Corporation of the Township of Assiginack was held and hosted by way of a Zoom Conference call from the Council Chambers on Tuesday, January 4, 2022 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
Freda Bond, Tax and Utilities Manager
Jackie White, PEC
Ron Cooper, Public Works Superintendent
Dwayne Elliott, Fire Chief
Shelba Millette, EDO

OPENING:

#001-01-2022 D. McDowell - H. Moggy
THAT the Regular Meeting of the Council of the Corporation of the Township of Assiginack be opened for business at 5:00 pm, with a quorum of members present virtually, with Mayor Ham presiding in the Chair.

CARRIED

AGENDA:

#002-01-2022 C. Jones - R. Maguire
THAT we confirm the attendance of all the Members of Council electronically (on Zoom) and adopt the agenda as presented.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST:

NONE

ANNOUNCEMENTS:

NONE

ADOPTION OF MINUTES:

#003-01-2022 H. Moggy - D. McDowell

THAT the Minutes of the Regular Council Meeting of December 7, 2021 be accepted.

CARRIED

DELEGATIONS:

#004-01-2022 R. Maguire – C. Jones

THAT we thank Myles Chisholm, Brandon Piche, Natalie Boland and Mathew Giardini of JL Richards for attending this meeting to review their report regarding the condition of 115 Arthur Street.

CARRIED

The Engineers reviewed their report as well as their multi year schedule. There would be no way to do the work without interruptions to the tenants. There are also issues currently with the supply chain for components and all of this has an impact on costing and budgets that is as yet, unpredictable.

REPORTS:

#005-01-2022 R. Maguire – H. Moggy

THAT we acknowledge receipt of the 2021 Building Permit Summary from our Chief Building Official.

CARRIED

ACTION REQUIRED ITEMS:

#006-01-2022 D. McDowell - H. Moggy

THAT Council authorizes the following Accounts for Payment:

General: \$103,000.47;

AND THAT the Mayor and administration be authorized to complete cheques #31512 through #31535 as described in the attached cheque register report.

CARRIED

#007-01-2022 C. Jones - R. Maguire

THAT Council authorizes the following Accounts for Payment:

Payroll: \$72,675.39;

AND THAT the Mayor and administration be authorized to complete cheques #31502 through #31511, #31554 through # 31574 as described in the attached cheque register report.

CARRIED

#008-01-2022 H. Moggy - D. McDowell

THAT we waive the \$560.00 Arena rental fees incurred by Manitoulin Streams in 2021.

CARRIED

#009-01-2022 R. Maguire – D. McDowell

THAT we confirm that the penalties and interest holiday that was in place in 2020 and 2021 ended on December 31, 2021.

CARRIED

INFORMATION ITEMS:

#010-01-2022 H. Moggy – C. Jones

THAT we acknowledge receipt of the following correspondence items:

- a) Dr. Daniel Thank You

CARRIED

BY-LAWS:

#011-01-2022 R. Maguire - C. Jones

BE IT RESOLVED THAT By-law #22-01, being a by-law to Authorize an Agreement with Her Majesty the Queen as represented by the Ministry of Northern Development, Mines, Natural Resources and Forestry to enter into a Fire Protection Agreement be given first, second, third and final reading and enacted in Open Council.

CARRIED

CLOSED SESSION:

NONE

CLOSING:

#012-01-2022 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

5:35 pm

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

RECEIVED

JAN 04 2022

150 COMMITTEE MEETING

DECEMBER 9, 2021, 7:00 p.m., ST. PAUL'S ANGLICAN CHURCH BASEMENT

Attending: Les and Delmer Fields; Alice and Burke Pennie; Kelsey Maguire; Lisa Hallaert; Lori Case

Regrets: Hugh Moggy

Meeting called to order by Alice.

Motion made by Burke, seconded by Les that minutes of November 24, 2021 meeting be adopted as read.

REPORTS: It was decided and all were in agreement that the parade and fireworks originally planned for January 1, 2022 will be postponed until possibly Family Day or whenever it is safe to do so. (Fireworks however did go ahead).

Website: Alton has a couple of people looking at the website and feels it will be a go. He will contact Kelsey once he has more information.

Pavillion: Council has agreed to spend \$12,000.00 on repairs to the pavillion. Council has also agreed to be responsible for the electrical upgrades and water connections. They also said that volunteers could assist with the work and that students could also use these hours for their volunteer hours for school.

Mugs: Suggested that possibly we could come up with two more pictures, e.g. high falls, rail fence, pictures of downtown and maybe could sell them in a set of four or as singles also suggested that 50 of each mug we currently have samples of be ordered. Motion made by Lisa, seconded by Kelsey that 50 of each mug be purchased and be for sale for Christmas. Carried.

Budget: Kelsey will complete budget and submit it to Township.

Meeting adjourned at 8:10 p.m. by Alice. Next meeting Monday January 17, 2022 at 2:00 p.m., St. Paul's Anglican Church basement.

Costing Report

Township of Assiginack Waterfront Development



Costing Report

Waterfront Development

Table of Contents

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

List of Appendices

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

Costing Report Waterfront Development

1.0 Introduction

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

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

2.0 Background

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

3.0 Planned Upgrade Developments

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

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

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

3.1 Beach Development and Costing

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

Costing Report

Waterfront Development

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

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

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

3.2 Marina Development and Costing

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

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

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

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

Costing Report

Waterfront Development

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

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

3.3 Norisle Park Development and Costing

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

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

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

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

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

4.0 Closure

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

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

Costing Report

Waterfront Development

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

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

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

J.L. RICHARDS & ASSOCIATES LIMITED

Prepared by:

Reviewed by:

Matthew Lewis



Matthew Lewis, EIT
Civil Engineering Intern

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

Appendix A

Opinion of Probable
Construction Costs (OPCC)

OPINION OF PROBABLE COSTS - Class D

Township of Assinick Waterfront Development

ITEM	DESCRIPTION	QTY	UNIT	UNIT RATE	TOTAL
1 General Items					
1.01	Mob/Demob	1	ls	\$30,000.00	\$30,000.00
1.02	Bonding Insurance	1	ls	\$80,000.00	\$80,000.00
1.03	Geotechnical Investigation (Parking Area and New Building Center)	1	ls	\$18,000.00	\$18,000.00
1.04	Geotechnical Testing Allowance	1	ls	\$10,000.00	\$10,000.00
1.05	Dewatering	1	ls	\$7,500.00	\$7,500.00
1.06	Erosion and Sediment Control	1	ls	\$5,000.00	\$5,000.00
Sub-Total					\$150,500.00
2 Beach Upgrades					
2.01	Tree Clearing	865	m2	\$30.00	\$25,950.00
2.02	Excavation (Earth)	435	m3	\$30.00	\$13,050.00
2.03	Imported Sand	770	m2	\$50.00	\$38,500.00
2.04	Granular 'A' for Walking Path	15	m3	\$70.00	\$1,050.00
2.05	Clearstone for Walking Path	5	m2	\$250.00	\$1,250.00
2.06	Topsoil and Sod (100mm)	1	ls	\$10,000.00	\$10,000.00
2.07	Benches, Garbage Containers and Picnic Tables	1	ls	\$10,000.00	\$10,000.00
2.08	Signage	1	ls	\$2,500.00	\$2,500.00
2.09	Relocate Floating Dock	1	ls	\$1,000.00	\$1,000.00
2.10	Bicycle Rack	1	ls	\$700.00	\$700.00
2.11	Shoreline Rip Rap	1	ls	\$10,000.00	\$10,000.00
Sub-Total					\$114,000.00
3 Marina					
3.01	Pier A Floating Dock System	1	ea.	\$270,000.00	\$270,000.00
3.02	Pier B Floating Dock System	1	ea.	\$300,000.00	\$300,000.00
3.03	Float Plane Dock	1	ea.	\$30,000.00	\$30,000.00
3.04	Security Gates	3	ea.	\$5,000.00	\$15,000.00
3.05	Electrical Services to Expanded Marina (30A and 60A)	1	ls	\$150,000.00	\$150,000.00
3.06	Water service to Expanded Marina	1	ls	\$12,000.00	\$12,000.00
3.07	New Parking Area (Excavate, Backfill, Granulars & Fencing)	1	ls	\$275,000.00	\$275,000.00
3.08	New Retaining Wall at Boat Launch	1	ls	\$10,000.00	\$10,000.00
3.09	Refurbish Shoreline (Rip-Rap and Topsoil/Sodding)	1	ls	\$10,000.00	\$10,000.00
3.10	Marina Centre Building (Office/shop, washrooms, changerooms)	1	ls	\$350,000.00	\$350,000.00
3.11	Sewer and water service for Marina Centre Building	1	ls	\$20,000.00	\$20,000.00
3.12	Electrical service for Marina Centre Building	1	ls	\$15,000.00	\$15,000.00
Sub-Total					\$1,457,000.00
4 Norisle Park					
4.01	Refurbish Mill Building	1	ls	\$50,000.00	\$50,000.00
4.02	Construct Break Wall Behind Water Treatment Plant	1	ls	\$100,000.00	\$100,000.00
4.03	Refurbish Shoreline (Blast Rock and Erosion Control Matting)	1	ls	\$25,000.00	\$25,000.00
Sub-Total					\$175,000.00
5 Stormwater Management (Provisional)					
5.01	Stormwater Quality Treatment for Existing Stormwater Outfall	1	ea.	\$30,000.00	\$30,000.00
Sub-Total					\$30,000.00
SUB-TOTAL COST - Rounded (Does Not Include Stormwater Treatment)					\$1,896,500.00
Engineering - 10%					\$189,700.00
CONTINGENCY - 15% Rounded					\$284,500.00
TOTAL CONSTRUCTION COST -Rounded (Excludes HST)					\$2,370,000.00
Exclusions					
Harmonized Sales Tax (HST)					
Upgrades to Norisle (assumed to no longer be in Manitowaning)					
Coordination with Utility Owners					
Contract Administration and Site Review Fees					
Application Fees					

* Please note that in providing opinions of probable construction cost, one should understand that J.L. Richards & Associates Limited has no control over the cost or availability of labour, equipment or materials, or over market conditions or the Contractor's method of pricing, and that our opinions of probable construction costs are made on the basis of the our professional judgment and experience. We make no warranty, express or implied, that the bids or the negotiated cost of the Work will not vary from our opinion of probable construction cost.

LEGEND	
ls	Lump Sum
ea	Each
m	Metre
sq.m	Square Metres
m ³	Cubic Metres
mt	Metric Tonne

Appendix B

Kropf Industrial Quotation



1 Quebec Drive, Seguin, Ontario P2A 0B2
1.888.480.3777 F 705.378.5088 T 705.378.2453
www.kropfindustrial.com info@kropfindustrial.com

October 12, 2021

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

Attention: John Cannard

Re: Township of Assiginack Marina

Dear John,

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

Proposal A

Pier A - Specifications

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

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

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

Pier B - Specifications

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

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

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

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

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

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

Best regards,

Jordan Kropf
Sales Manager
Kropf Industrial Inc.
T: 888-480-3777 ext. 238
jordan@kropfindustrial.com



1. UNLESS OTHERWISE SPECIFIED BOOM IS STEEL
 2. UNLESS OTHERWISE SPECIFIED BOOM IS STEEL
 3. UNLESS OTHERWISE SPECIFIED BOOM IS STEEL
 4. UNLESS OTHERWISE SPECIFIED BOOM IS STEEL

ENGINEER'S SEAL

NOTES

A	TITLE
B C	
SCALE	
A DETAIL NUMBER	
B SHEET NUMBER - WHERE DETAIL REQUIRED	
C SHEET NUMBER - WHERE DETAIL LOCATED	

File Name
Proposal A Oct 4-21

Location
Manitowaning

CUSTOMER
Township Of Assiginack Marina

DRAWING
Proposed Dock Layout Option "A"

DATE
Oct 4-2021

DRAWN BY
MS

KROPP CONSULTING AGRICULTURE ENGINEERS

THIS DRAWING IS THE PROPERTY OF KROPP INDUSTRIAL INC AND IS NOT TO BE COPIED OR REPRODUCED WITHOUT WRITTEN PERMISSION

JOB NUMBER

SHEET NUMBER



www.jlrichards.ca

Ottawa

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

ottawa@jlrichards.ca

Kingston

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

kingston@jlrichards.ca

Sudbury

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

sudbury@jlrichards.ca

Timmins

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

timmins@jlrichards.ca

North Bay

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

northbay@jlrichards.ca

Hawkesbury

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

hawkesbury@jlrichards.ca

Guelph

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

guelph@jlrichards.ca



The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Ranges: **From:** **To:** **From:** **To:**
 Vendor ID First Last Chequebook ID First Last
 Vendor Name First Last Cheque Number 0031617 0031640
 Cheque Date First Last
Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	0031617	Date:	2022-01-03	Vendor:	ASSOCIATION OF MUNICIPALITIES OF ONTARIO	Amount:	\$1,479.72
	InvNo: MEM008035		InvDesc: 2022 membership			InvAmt:	\$1,479.72
ChqNo:	0031618	Date:	2022-01-03	Vendor:	COLE BOWERMAN	Amount:	\$150.00
	InvNo: NOV 8 2021		InvDesc: depot-safety cloth.allowance			InvAmt:	\$150.00
ChqNo:	0031619	Date:	2022-01-03	Vendor:	COMMERCIAL TRUCK EQUIP CO	Amount:	\$1,913.09
	InvNo: WO-0004619691		InvDesc: fd-annual pump testing			InvAmt:	\$1,913.09
ChqNo:	0031620	Date:	2022-01-03	Vendor:	DEBORAH MACDONALD	Amount:	\$495.00
	InvNo: I-454580		InvDesc: eyeglasses (victoria)			InvAmt:	\$220.00
	InvNo: I-454579		InvDesc: eyeglasses (alexis)			InvAmt:	\$275.00
ChqNo:	0031621	Date:	2022-01-03	Vendor:	DWAYNE ELLIOTT	Amount:	\$82.92
	InvNo: DEC 23 2021		InvDesc: fd-shipping/p.relations			InvAmt:	\$82.92
ChqNo:	0031622	Date:	2022-01-03	Vendor:	EASTLINK	Amount:	\$121.94
	InvNo: DEC 10 2021 MARINA		InvDesc: marina-dsl			InvAmt:	\$60.97
	InvNo: DEC 10 2021 PW		InvDesc: pw-dsl			InvAmt:	\$60.97
ChqNo:	0031623	Date:	2022-01-03	Vendor:	GERRY STRONG	Amount:	\$153.85
	InvNo: JAN 3 2022		InvDesc: bldg insp mileage			InvAmt:	\$153.85
ChqNo:	0031624	Date:	2022-01-03	Vendor:	HYDRO ONE NETWORKS INC.	Amount:	\$6,774.92
	InvNo: DEC 22 2021 LITES		InvDesc: street lites			InvAmt:	\$608.49
	InvNo: DEC 22 2021 MTG WTP		InvDesc: mtg wtp			InvAmt:	\$3,813.62
	InvNo: DEC 20 2021 PO/BNK		InvDesc: po/bnk			InvAmt:	\$471.94
	InvNo: DEC 20 2021 DOCKS		InvDesc: marina docks			InvAmt:	\$44.00
	InvNo: DEC 20 2021 LIB		InvDesc: library			InvAmt:	\$248.21
	InvNo: DEC 20 2021 INFO BTH		InvDesc: info booth			InvAmt:	\$33.48
	InvNo: DEC 20 2021 SHWRS		InvDesc: marina showerhouse			InvAmt:	\$33.30
	InvNo: DEC 20 2021 SS WTP		InvDesc: ss wtp			InvAmt:	\$810.43
	InvNo: DEC 20 2021 TENNIS		InvDesc: tennis courts			InvAmt:	\$33.18
	InvNo: DEC 20 2021 ARENA		InvDesc: arena			InvAmt:	\$678.27
ChqNo:	0031625	Date:	2022-01-03	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$285.80
	InvNo: 0233894		InvDesc: arena-ice salt			InvAmt:	\$15.22
	InvNo: 0233827		InvDesc: admin-masks			InvAmt:	\$99.98
	InvNo: 0233675		InvDesc: arena-t.tissue/therm.			InvAmt:	\$170.60

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

ChqNo:	Date:	Vendor:	Amount:
0031626	2022-01-03	MANITOULIN EXPOSITOR	\$504.77
InvNo: 111924	InvDesc: advertising	InvAmt: \$504.77	
0031627	2022-01-03	MANITOWANING PHARMACY	\$25.17
InvNo: 198836	InvDesc: admin-cards	InvAmt: \$25.17	
0031628	2022-01-03	MANITOWANING FRESHMART	\$22.77
InvNo: 00053661	InvDesc: admin-coffee/tea	InvAmt: \$22.77	
0031629	2022-01-03	MUNICIPAL EMPLOYER PENSION CENTRE OF ONT	\$65.26
InvNo: MC007263	InvDesc: 2022 mun contribution	InvAmt: \$65.26	
0031630	2022-01-03	MINISTER OF FINANCE	\$21,955.00
InvNo: 282312211058011	InvDesc: nov policing	InvAmt: \$22,570.00	
0031631	2022-01-03	MUNICIPAL PROPERTY ASSESSMENT CORP.	\$10,045.89
InvNo: 1800029793	InvDesc: 2022 1st qtr	InvAmt: \$10,045.89	
0031632	2022-01-03	NEW NORTH FUELS INC	\$1,748.72
InvNo: 602208	InvDesc: pw-diesel	InvAmt: \$1,384.49	
InvNo: 602293	InvDesc: lib bldg-furnace oil	InvAmt: \$364.23	
0031633	2022-01-03	NORTHERN 911	\$459.50
InvNo: 21216-01012022	InvDesc: fire dispatch	InvAmt: \$459.50	
0031634	2022-01-03	ONTARIO CLEAN WATER AGENCY	\$21,491.76
InvNo: INV00000017251	InvDesc: ss/mtg wtp add'l servicesnov	InvAmt: \$720.00	
InvNo: INV00000017264	InvDesc: nov ss wtp scada system	InvAmt: \$20,771.76	
0031635	2022-01-03	RECEIVER GENERAL	\$39,376.29
InvNo: NOV 2021	InvDesc: nov source deductions	InvAmt: \$15,188.64	
InvNo: DEC 2021	InvDesc: dec source deductions	InvAmt: \$24,187.65	
0031636	2022-01-03	SUDBURY & DISTRICT HEALTH UNIT	\$3,473.00
InvNo: RC020035176	InvDesc: jan sdhu levy	InvAmt: \$3,473.00	
0031637	2022-01-03	TECHNICAL STANDARDS & SAFETY AUTHORITY	\$230.00
InvNo: 9061616	InvDesc: arena-cert.of inspection	InvAmt: \$115.00	
InvNo: 9061618	InvDesc: arena-col	InvAmt: \$115.00	
0031638	2022-01-03	CANDICE IRWIN	\$435.05
InvNo: DEC 23 2021	InvDesc: pec-dec dance classes	InvAmt: \$435.05	
0031639	2022-01-03	WINDOWS UNLIMITED	\$12,627.76
InvNo: 885211	InvDesc: office-lib cleaning (3 months)	InvAmt: \$9,011.76	
InvNo: 885212	InvDesc: po-cleaning (2 months)	InvAmt: \$3,616.00	
0031640	2022-01-03	WORKPLACE SAFETY & INSURANCE BOARD	\$6,416.76
InvNo: OCT-DEC 2021	InvDesc: oct-dec 2021 wsib	InvAmt: \$6,416.76	

*** End of Report ***

Report Total:

\$130,334.94

Payment #	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0031610	2022-01-03	01/03COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0031611	2022-01-03	01/03COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0031612	2022-01-03	01/03COMB	133	BOND, FREDA	OUTSTANDING	Cheque
0031613	2022-01-03	01/03COMB	173	QUACKENBUSH, CRYSTAL	OUTSTANDING	Cheque
0031614	2022-01-03	01/03COMB	219	JONES, CHRISTIANNA	OUTSTANDING	Cheque
0031615	2022-01-03	01/03COMB	367	QUACKENBUSH, MICHAEL	OUTSTANDING	Cheque
0031616	2022-01-03	01/03COMB	378	MILLETTE, SHELBA	OUTSTANDING	Cheque
2883	2022-01-03	01/03COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
2884	2022-01-03	01/03COMB	118	COOPER, RONALD	OUTSTANDING	Direct Deposit
2885	2022-01-03	01/03COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
2886	2022-01-03	01/03COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
2887	2022-01-03	01/03COMB	218	MCDOWELL, DAVID	OUTSTANDING	Direct Deposit
2888	2022-01-03	01/03COMB	220	HAM, DAVID	OUTSTANDING	Direct Deposit
2889	2022-01-03	01/03COMB	221	MAGUIRE, ROBERT	OUTSTANDING	Direct Deposit
2890	2022-01-03	01/03COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
2891	2022-01-03	01/03COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
2892	2022-01-03	01/03COMB	362	SAGLE, EDDY	OUTSTANDING	Direct Deposit
2893	2022-01-03	01/03COMB	364	BOND, KYLE	OUTSTANDING	Direct Deposit
2894	2022-01-03	01/03COMB	365	BOWERMAN, COLE	OUTSTANDING	Direct Deposit
2895	2022-01-03	01/03COMB	370	LENTIR, CRYSTAL	OUTSTANDING	Direct Deposit
2896	2022-01-03	01/03COMB	381	COOPER, JEREMY	OUTSTANDING	Direct Deposit

Total : \$21,196.17

RECEIVED

NOV 25 2021

APPLICATION TO THE COUNCIL OF THE TOWNSHIP OF ASSIGINACK

RECEIVED

JAN 07 2022

For the adjustment of taxes for the year 2021-2022-on, for the Property described as:

Roll #60001103700000, Legal Description: 00039 Queen St. Manitowaning
Triplot, plan 3, Lot 2 South Queen St.
inst. 067396.

Under Section 357 () or 358 () of the Municipal Act, 2001. Application #

Owner: Michael Lavell & Dawn Lavell

Mailing Address: Box 247, Manitowaning, ON, P0P 1N0

Telephone: ~~613~~ 8705 859-2851

Name of Applicant: Jeanette Corbiere Lavell

Mailing Address: Box 247 Manitowaning, ON, P0P 1N0

Telephone: 705 859-2851 / or 613 899-2343

REASON FOR APPLICATION (please check appropriate circumstance)

- Ceased to be liable to be taxed 357(1a) ? switch to residential -
- Became exempt 357 (1c) (y) not by "water side"
- Fire / Damage 357 (d)
- Mobile home was removed 357 (e)
- Gross or manifest Error 357 (f)
- Repairs / Renovations 357 (g)

Details of Application: This site is not used as a commercial business, wish to be designated as a residence.

Applicant's signature and Date: J. Lavell, Nov 23, 2021.

.....

Application made under Sec 357/358/359 of the Municipal Act, 2001

MPAC's RESPONSE

Owner name(s) LAVELL, DAWN
LAVELL, MICHAEL
Roll number 5111-000-011-03700-0000
Property location 39 QUEEN ST
Property description MANITOWANING TOWNPLOT PLAN 3 LOT 2 SOUTH QUEEN ST
LOTS INST 067396
Municipality/Local taxing authority ASSIGNACK TOWNSHIP
Application number
Application reason Classification Change
Received date December 15, 2021
Claim relief period From: January 01, 2022 - To: December 31, 2022
Taxation year 2022

Current Property Assessment

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020-2022
OWNR COM C T	96,000	125,600	103,400	110,800	118,200	125,600
OWNR RU R T	37,000	48,400	39,850	42,700	45,550	48,400
Total	133,000	174,000	143,250	153,500	163,750	174,000

Change to the Property Assessment

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020-2022
OWNR RU R T	133,017	174,000	143,263	153,509	163,754	174,000
Total	133,017	174,000	143,263	153,509	163,754	174,000

MPAC Remarks

Apportionments updated to 100% residential for 2021/2022 taxation years.

MPAC Representative:

Andrew Doble

Date:

January 05, 2022

Application made under Sec 357/358/359 of the Municipal Act, 2001

MPAC's RESPONSE

Owner name(s) LAVELL, DAWN
LAVELL, MICHAEL
Roll number 5111-000-011-03700-0000
Property location 39 QUEEN ST
Property description MANITOWANING TOWNPLOT PLAN 3 LOT 2 SOUTH QUEEN ST
LOTS INST 067396
Municipality/Local taxing authority ASSIGNACK TOWNSHIP
Application number
Application reason Classification Change
Received date December 15, 2021
Claim relief period From: January 01, 2021 - To: December 31, 2021
Taxation year 2021

Current Property Assessment

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020-2022
OWNR COM C T	96,000	125,600	103,400	110,800	118,200	125,600
OWNR RU R T	37,000	48,400	39,850	42,700	45,550	48,400
Total	133,000	174,000	143,250	153,500	163,750	174,000

Change to the Property Assessment

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020-2022
OWNR RU R T	133,017	174,000	143,263	153,509	163,754	174,000
Total	133,017	174,000	143,263	153,509	163,754	174,000

MPAC Remarks

Apportionments updated to 100% residential for 2021/2022 taxation years.

MPAC Representative:

Andrew Doble

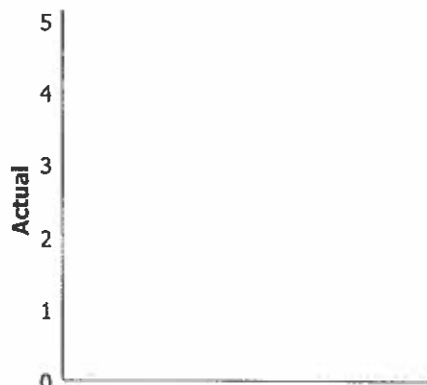
Date:

January 05, 2022

Police Services Board Report for Assiginack Township
Records Management System
December - 2021

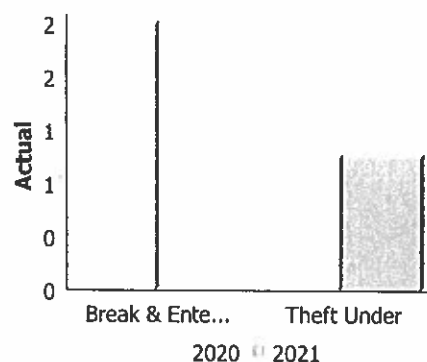
Violent Crime

Actual	December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	0	0	--	1	0	-100.0%
Assault	0	0	--	4	3	-25.0%
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	1	--
Other Crimes Against a Person	0	0	--	7	8	14.3%
Total	0	0	--	12	12	0.0%



Property Crime

Actual	December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Arson	0	0	--	0	0	--
Break & Enter	2	0	-100.0%	5	1	-80.0%
Theft Over	0	0	--	1	0	-100.0%
Theft Under	1	1	0.0%	3	6	100.0%
Have Stolen Goods	0	0	--	0	0	--
Fraud	0	0	--	5	2	-60.0%
Mischief	0	0	--	3	5	66.7%
Total	3	1	-66.7%	17	14	-17.6%



Drug Crime

Actual	December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Possession	0	0	--	0	0	--
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
Total	0	0	--	0	0	--

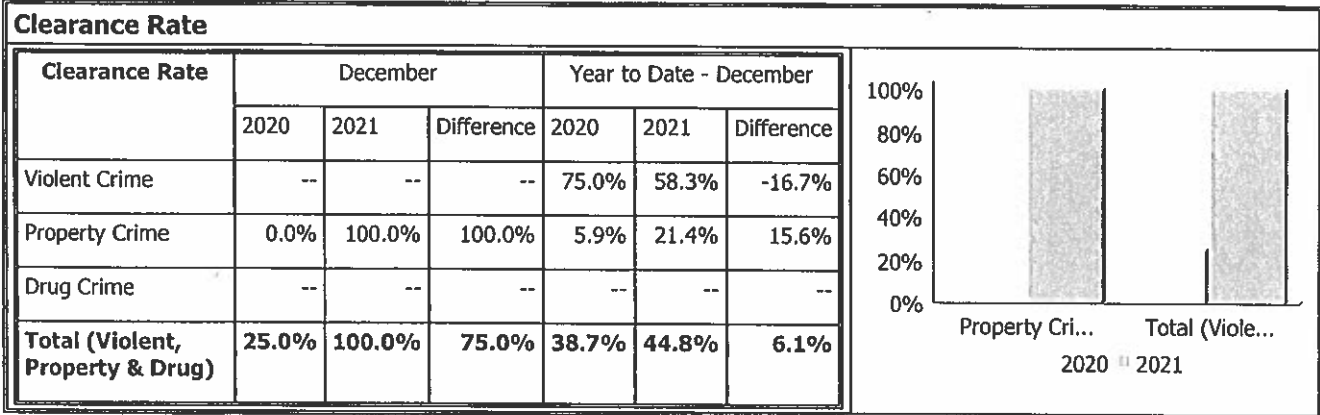


Detachment: 4H - MANITOULIN (Little Current)
Location code(s): 4H00 - MANITOULIN (Little Current)
Area code(s): 4040 - Assiginack
Data source date:
 2022/01/01

Report Generated by:
 Ferguson, Carol A.

Report Generated on:
 Jan 7, 2022 1:58:06 PM
 PP-CSC-Operational Planning-4300

Police Services Board Report for Assiginack Township
Records Management System
December - 2021



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

Data Utilized

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

Detachment: 4H - MANITOULIN (Little Current)
Location code(s): 4H00 - MANITOULIN (Little Current)
Area code(s): 4040 - Assiginack
Data source date:
 2022/01/01

Report Generated by:
 Ferguson, Carol A.

Report Generated on:
 Jan 7, 2022 1:58:06 PM
 PP-CSC-Operational Planning-4300

Police Services Board Report for Assiginack Township
Records Management System
November - 2021

Actual	November			Year to Date - November		
	2020	2021	% Change	2020	2021	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	0	0	--	1	0	-100.0%
Assault	0	0	--	4	3	-25.0%
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	1	--
Other Crimes Against a Person	1	0	-100.0%	7	8	14.3%
Total	1	0	-100.0%	12	12	0.0%

Actual	November			Year to Date - November		
	2020	2021	% Change	2020	2021	% Change
Arson	0	0	--	0	0	--
Break & Enter	0	0	--	3	1	-66.7%
Theft Over	0	0	--	1	0	-100.0%
Theft Under	1	0	-100.0%	2	5	150.0%
Have Stolen Goods	0	0	--	0	0	--
Fraud	0	0	--	5	2	-60.0%
Mischief	1	0	-100.0%	3	5	66.7%
Total	2	0	-100.0%	14	13	-7.1%

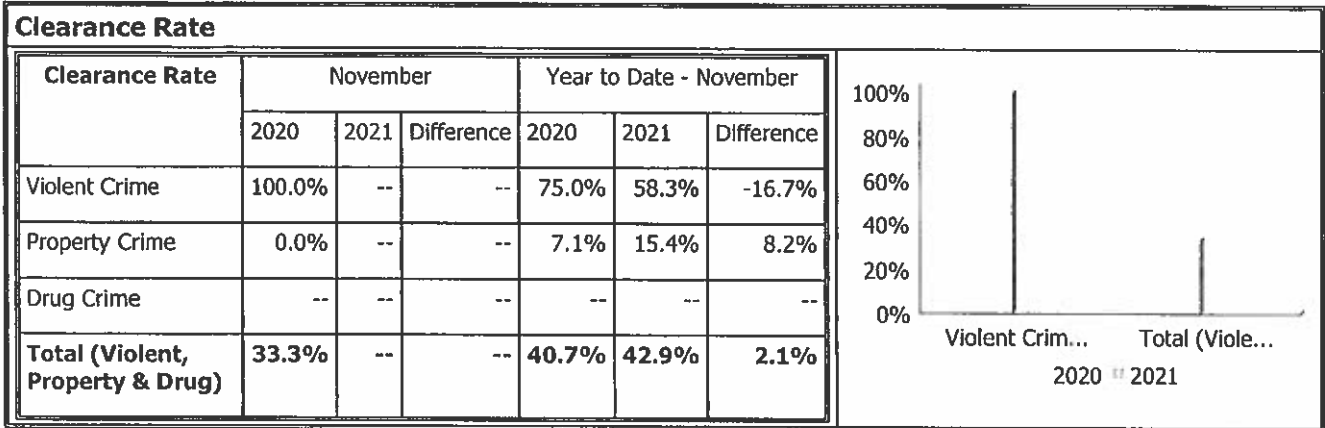
Actual	November			Year to Date - November		
	2020	2021	% Change	2020	2021	% Change
Possession	0	0	--	0	0	--
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
Total	0	0	--	0	0	--

Detachment: 4H - MANITOULIN (Little Current)
Location code(s): 4H00 - MANITOULIN (Little Current)
Area code(s): 4040 - Assiginack
Data source date: 2022/01/01

Report Generated by:
 Ferguson, Carol A.

Report Generated on:
 Jan 7, 2022 1:56:47 PM
 PP-CSC-Operational Planning-4300

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



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

Data Utilized

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

Detachment: 4H - MANITOULIN (Little Current)
Location code(s): 4H00 - MANITOULIN (Little Current)
Area code(s): 4040 - Assiginack
Data source date: 2022/01/01

Report Generated by:
 Ferguson, Carol A.

Report Generated on:
 Jan 7, 2022 1:56:47 PM
 PP-CSC-Operational Planning-4300

Alton Hobbs

From: Luoma, Kristin (NDMNR) <Kristin.Luoma@ontario.ca>
Sent: December 7, 2021 11:15 AM
To: info@henleyboats.com; Alton Hobbs
Subject: Northern Ontario Resource Development Support (NORDS) Fund - Program Opens on TPON
Attachments: NORDS Fund - Program Guidelines - FINAL .pdf

Good morning!

As of today, the Northern Ontario Resource Development Support (NORDS) Fund is live on Transfer Payment Ontario (TPON). Municipalities can submit their Project Information Form through the TPON system until January 27, 2022 at 5:00 PM EDT.

Attached please find the NORDS Program Guidelines (these guidelines are available on TPON as well).

When you have a chance to access the 'application', you will notice that Section E includes the Project Information Form where you will need to identify the proposed project(s) for your Year 1 funding allocation.

If you encounter any difficulties with TPON, we encourage you to contact TPON Client Care at 416-325-6691 or 1-855-216-3090 or TPONCC@Ontario.ca

I would love to schedule a quick call to discuss this with more with you, and answer any questions you may have about the program. Please let me know what your availability is.

Conversely, if you already know what project you are applying the NORDS funding towards, or if you are planning on banking the funding for future use, please just reply to this email with a quick summary of your intentions.

Thank you so much and have a great day!

Kristin Luoma
Northern Development Advisor

Northern Development Division
Ministry of Northern Development and Mines
35 Meredith St., Gore Bay, ON P0P 1H0
Tel.: 705-968-0108
Email: kristin.luoma@ontario.ca



**Northern Ontario Resource Development
Support Fund
Program Guidelines**

2021-2022 to 2025-2026

**Ministry of Northern Development, Mines,
Natural Resources and Forestry**

Last Updated: November 24, 2021

Contents

1.0	Overview	3
2.0	Program Objectives	3
3.0	Program Eligibility	3
3.1	Who is eligible?	3
3.2	How can I demonstrate resource development impacts?	3
3.3	What is an eligible project?	4
3.4	What are eligible expenses?	4
3.5	What expenses aren't eligible?	4
3.6	Is the project aligned with existing municipal planning documents?	5
4.0	Funding	5
4.1	How much funding is available?	5
4.2	How will funds be allocated?	5
4.3	What if I haven't identified an eligible project to use my full allocation in a Program Year or want to save up for a larger project?	5
4.4	How does partnering and topping-up work?	6
5.0	Submitting Projects	6
5.1	How do I submit my project information?	6
5.2	What reports need to be submitted and when will funds be disbursed?	7
6.0	Confidentiality and Public Reporting	7
7.0	Disclaimer	8
8.0	Who can I contact if I need help or have questions?	8
	Appendix A: NORDS Fund Annual Allocations	9
	Appendix B: Definitions	11

Northern Ontario Resource Development Support Fund

These Program Guidelines are to be used to submit required project information under the Northern Ontario Resource Development Support Fund ("NORDS Fund" or the "Program").

1.0 Overview

The Ontario Government has committed to sharing the benefits of resource development with municipalities, specifically with municipalities in Northern Ontario. While we recognize that municipalities may experience benefits from resource development, they may also experience impacts on infrastructure.

2.0 Program Objectives

To fulfill the Ontario Government's commitment to share the benefits of resource development with northern municipalities, the NORDS Fund will provide funding to help offset some of the impacts resource development has on municipal infrastructure.

3.0 Program Eligibility

3.1 Who is eligible?

All 144 municipalities in Northern Ontario are eligible.

For the purposes of the Program, Ontario considers Northern Ontario to be comprised of the territorial districts of Algoma, Cochrane, Kenora, Manitoulin, Nipissing, Parry Sound, Rainy River, Sudbury, Thunder Bay, and Timiskaming. This is consistent with the delineation of Northern Ontario as designated in the Places to Grow Act, O. Reg. 416/05.

3.2 How can I demonstrate resource development impacts?

Municipalities will be required to demonstrate and/or describe how the proposed Capital Project(s) is impacted by, or advances opportunities related to resource development and how the project is or will be addressing or mitigating those impacts*.

*Resource development impacts are generally associated with impacts resulting from primary natural resource extraction and processing activities (e.g. forestry, mining, aggregates), but may also include related activities that are associated with or support those natural resource activities, such as value-added processing, supply and services, repair and manufacturing, etc.

Resource development activities do not need to occur directly within a municipality's boundaries to have an impact.

3.3 What is an eligible project?

Projects may include:

- repairs or upgrading of existing infrastructure that is impacted by resource industry use;
- the construction of new infrastructure that will reduce or mitigate the impact of resource industry use;
- the construction or upgrading of new or existing infrastructure to enable, mitigate, or attract future use by the resource industry; or
- other Capital Projects that may be able to demonstrate impacts of resource development.

Municipalities may submit multiple projects in any Program Year as long as they do not exceed their annual and overall allocation.

3.4 What are eligible expenses?

Eligible expenses may include capital costs/expenses required to complete the project and may include the construction, upgrading, or replacement of new or existing infrastructure. Only project costs that are directly related to the proposed project(s) and recorded as a capital expense will be considered eligible and projects should be recorded as a capital asset once completed.

Expenses incurred on or after April 1, 2021 are considered eligible.

Program funding can be used to fund 100% of eligible project costs.

3.5 What expenses aren't eligible?

Projects that cannot demonstrate an existing or future impact from resource development, or that are not capital expenses or assets associated with the project, will not be considered.

Examples include:

- Operating expenses;
- Rolling stock (e.g., trucks, graders, etc.);
- Stand-alone studies (e.g., feasibility, engineering, strategy, etc.);
- Purchase of movable/transitory equipment;
- Legal fees;
- Taxes; or
- Costs of completing any application for other funding programs.

3.6 Is the project aligned with existing municipal planning documents?

Municipalities are encouraged to consider proposed projects that are aligned with existing municipal planning documents (i.e., Asset Management Plan, Official Plan, or others as applicable), and where applicable identify which documents they are aligned with.

4.0 Funding

4.1 How much funding is available?

The NORDS Fund will make new funding available to municipalities in Northern Ontario to share in the benefits from resource development and help offset some of the impacts of resource development on municipal infrastructure.

Starting in 2021-22, \$15 million per year over five years will be allocated amongst the 144 municipalities in Northern Ontario. Each municipality will have an identified allocation funding amount they would be eligible for, which would take into consideration factors such as municipal size and capacity.

4.2 How will funds be allocated?

Each municipality has been allocated a potential amount of funding. Allocations are based on the size of the municipality (based on 2020 household counts as identified by the Municipal Property Assessment Corporation). The allocation provided to a municipality will include a minimum base amount of \$50,000 plus a per household amount to reflect municipal size and infrastructure needs. No municipality will be eligible for more than \$400,000 in any Program Year.

Smaller municipalities will be allocated a higher level of funding per household in order to recognize capacity limitations.

Refer to Appendix A for detailed annual allocations.

Annual allocations for each municipality are expected to remain the same over the five years of the program.

4.3 What if I haven't identified an eligible project to use my full allocation in a Program Year or want to save up for a larger project?

Eligible recipients may accumulate ("bank") their unused allocation in any given year to utilize in a future year. All funding must be utilized by March 31, 2026.

Recipients must identify an eligible project(s) which the funding will be used for in a future year to allow funds to be carried over from one year to the next.

Recipients will be required to keep funds in an interest-bearing account and report on interest earned on the funds (to March 31 of that Program Year). Interest collected on these unused funds will be subtracted from the next year's allocation. Only interest collected on funds carried over from one year to the next must be reported.

Detailed requirements, including the treatment of interest generated, will be specified in the recipient's transfer payment agreement.

4.4 How does partnering and topping-up work?

Municipalities may partner with one or more other eligible recipients on an eligible project. Where municipalities wish to partner on a project, the municipality that owns the asset will act as the project lead. Partner municipalities that are not the project lead will advise the Ministry of Northern Development, Mines, Natural Resources and Forestry of their participation in the project and confirm that they wish to transfer all or a portion of their allocation to the lead municipality to support the project through a Council resolution. The Ministry of Northern Development, Mines, Natural Resources and Forestry would disburse the partner municipality's allocation to the project lead municipality.

Funding can be used to top-up municipal contributions for an eligible project(s) funded under other programs, if permitted by the other program.

5.0 Submitting Projects

5.1 How do I submit my project information?

Municipalities will submit a Project Information Form for proposed projects through the Transfer Payment Ontario (TPON) system which will be used to administer the program. Note that potential recipients will need to be registered and have access to the TPON system to submit their Project Information Form and participate in the NORDS Fund.

For program Year 1, municipalities may access the Project Information Form as soon as the program is launched through TPON. Completed Project Information Forms must be submitted and received by January 27, 2022.

TIP: Your Regional Economic Development Branch contact is available to ensure all requirements are met prior to submitting your Project Information Form.

The Project Information Form will seek information including:

- description of the proposed project(s);
- description of how the project(s) are impacted by resource development and how the project is addressing or mitigating those impacts;

- identification of total project costs, NORDS funding requirements, and other funding sources, as well as proposed timelines;
- identification, if applicable, of how the proposed project is aligned with existing municipal planning documents; and
- confirm that assets associated with the project are owned by the recipient.

Proposed projects for subsequent years will be submitted as part of an updated workplan for the next Program Year.

Project Information Forms will provide the ability to submit more than one project in any Program Year.

The Ministry of Northern Development, Mines, Natural Resources and Forestry will be reviewing Project Information Forms to ensure they meet NORDS Fund eligibility requirements.

Municipalities are encouraged to plan for future projects and identify and submit projects for future years as part of their annual workplans. Note that municipalities will have the ability to update or revise these projects if projects or priorities change, however, the recipient must seek approval from the Ministry of Northern Development, Mines, Natural Resources and Forestry for these changes.

5.2 What reports need to be submitted and when will funds be disbursed?

Municipalities will be required to submit annual reports providing a status of the project, outlining the work completed, and confirming how funding was utilized. Municipalities will also be required to submit a workplan for proposed projects prior to receiving their allocation for the next Program Year.

Specific dates and requirements for submitting reports will be outlined through the recipient's transfer payment agreement and/or detailed instructions provided directly to the recipient.

Once all required project information has been received, reviewed to determine if it satisfies program requirements, and the recipient has entered into a transfer payment agreement with the Ministry of Northern Development, Mines, Natural Resources and Forestry, funding would be disbursed in accordance with the terms and conditions of the transfer payment agreement.

6.0 Confidentiality and Public Reporting

The Ministry of Northern Development, Mines, Natural Resources and Forestry is subject to the *Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. F.31 (the "Act"). The Act provides every person with a right of access to information in the custody or under the control of the Province, subject to a limited set of exemptions.

Ministries must publicly report annually on the status of business support programs and strategic investments, including:

1. Project description and project investment commitment
2. Amount of government support
3. Results achieved to date

7.0 Disclaimer

Funding is provided through a discretionary, non-entitlement program subject to the approval of Ontario. Ontario reserves the right, at its sole discretion, to fund or not fund any project or program which has been submitted. Municipalities should be aware that meeting the evaluation criteria as outlined does not guarantee any funding amount. Funding is dependent on the availability of funds, Ontario's review of the Project Information Form and/or annual workplans, the recipient entering into a transfer payment agreement, and fulfilling reporting requirements. Funds received may only be spent on eligible activities carried out in accordance with an executed transfer payment agreement.

8.0 Who can I contact if I need help or have questions?

Staff of the Regional Economic Development Branch of the Ministry of Northern Development, Mines, Natural Resource and Forestry are available to assist you or answer any questions.

If you have questions about the NORDS Fund you can contact:

Email: nords@ontario.ca

Mail: Ministry of Northern Development, Mines, Natural Resources and Forestry
Attention: Transportation, Trade and Investment Branch
Roberta Bondar Place, Suite 200
70 Foster Dr
Sault Ste. Marie, ON, P6A 6V8

Or feel free to contact your local Regional Economic Development Branch Northern Development Advisor (a list can be found at [INFO-GO | Government of Ontario Employee and Organization Directory](#)).

Appendix A: NORDS Fund Annual Allocations

Municipality	2020 MPAC Households	Annual Allocation	Municipality	2020 MPAC Households	Annual Allocation
Alberton	378	\$63,633.03	Lake of the Woods	675	\$74,344.70
Armour	1,286	\$96,381.16	Larder Lake	522	\$68,826.57
Armstrong	543	\$69,583.96	Latchford	244	\$58,800.16
Assiginack	868	\$81,305.48	Macdonald Meredith et al	834	\$80,079.23
Atikokan	1,545	\$105,722.31	Machar	913	\$82,928.46
Baldwin	356	\$62,839.57	Machin	683	\$74,633.23
Billings	744	\$76,833.27	Magnetawan	2,071	\$124,693.14
Black River-Matheson	1,471	\$103,053.41	Manitouwadge	1,213	\$93,748.32
Blind River	2,395	\$136,378.59	Marathon	1,669	\$110,194.52
Bonfield	1,118	\$90,322.03	Markstay-Warren	1,349	\$98,653.33
Brethour	60	\$52,163.97	Matachewan	263	\$59,485.42
Bruce Mines	307	\$61,072.33	Mattawa	1,045	\$87,689.20
Burk's Falls	535	\$69,295.43	Mattawan	118	\$54,255.81
Burpee and Mills	352	\$62,695.31	Mattice-Val Cote	373	\$63,452.70
Callander	1,806	\$115,135.59	McDougall	1,958	\$120,617.66
Calvin	287	\$60,351.00	McGarry	416	\$65,003.55
Carling	1,792	\$114,630.66	McKellar	1,645	\$109,328.93
Casey	167	\$56,023.06	McMurrich Monteith	863	\$81,125.15
Central Manitoulin	1,788	\$114,486.40	Moonbeam	976	\$85,200.63
Chamberlain	168	\$56,059.12	Moosonee	684	\$74,669.29
Chapleau	1,168	\$92,125.34	Morley	257	\$59,269.02
Chapple	371	\$63,380.57	Nairn and Hyman	294	\$60,603.47
Charlton and Dack	288	\$60,387.07	Neebing	1,210	\$93,640.12
Chisholm	671	\$74,200.43	Nipigon	839	\$80,259.56
Cobalt	638	\$73,010.25	Nipissing	1,322	\$97,679.54
Cochrane	2,674	\$146,441.07	North Bay	24,668	\$400,000.00
Cockburn Island	95	\$53,426.29	Northeastern Manitoulin and The Islands	2,210	\$129,706.34
Coleman	400	\$64,426.49	O'Connor	296	\$60,675.60
Conmee	325	\$61,721.52	Oliver Paipoonge	2,396	\$136,414.66
Dawson	306	\$61,036.26	Opasatika	136	\$54,905.01
Dorion	176	\$56,347.65	Papineau-Cameron	553	\$69,944.62
Dryden	3,589	\$179,441.66	Parry Sound	3,155	\$163,788.92
Dubreuilville	336	\$62,118.25	Perry	1,726	\$112,250.29
Ear Falls	559	\$70,161.02	Pickle Lake	291	\$60,495.27
East Ferris	2,174	\$128,407.96	Plummer Additional	539	\$69,439.69
Elliot Lake	6,376	\$279,958.21	Powassan	1,486	\$103,594.40
Emo	580	\$70,918.41	Prince	491	\$67,708.51

Municipality	2020 MPAC Households	Annual Allocation	Municipality	2020 MPAC Households	Annual Allocation
Englehart	758	\$77,338.19	Rainy River	457	\$66,482.26
Espanola	2,437	\$137,893.38	Red Lake	2,214	\$129,850.61
Evanturel	211	\$57,609.97	Red Rock	474	\$67,095.39
Fauquier-Strickland	414	\$64,931.41	Ryerson	630	\$72,721.72
Fort Frances	3,835	\$188,313.95	Sables-Spanish Rivers	1,900	\$118,525.82
French River	2,593	\$143,519.71	Sault Ste Marie	34,689	\$400,000.00
Gauthier	74	\$52,668.90	Schreiber	648	\$73,370.91
Gillies	219	\$57,898.50	Seguin	5,049	\$232,098.34
Gordon/Barrie Island	709	\$75,570.95	Shuniah	2,218	\$129,994.87
Gore Bay	445	\$66,049.47	Sioux Lookout	2,512	\$140,598.34
Greater Sudbury	75,792	\$400,000.00	Sioux Narrows-Nestor Falls	1,324	\$97,751.67
Greenstone	2,941	\$156,070.75	Smooth Rock Falls	743	\$76,797.20
Harley	220	\$57,934.57	South Algonquin	1,240	\$94,722.11
Harris	248	\$58,944.42	South River	532	\$69,187.23
Hearst	2,479	\$139,408.16	Spanish	456	\$66,446.20
Hilliard	92	\$53,318.09	St.-Charles	998	\$85,994.09
Hilton Beach	153	\$55,518.13	St. Joseph	971	\$85,020.30
Hilton	377	\$63,596.96	Strong	997	\$85,958.02
Hornepayne	543	\$69,583.96	Sundridge	512	\$68,465.90
Hudson	328	\$61,829.72	Tarbutt	406	\$64,642.88
Huron Shores	1,373	\$99,518.92	Tehkummah	391	\$64,101.89
Ignace	763	\$77,518.52	Temagami	1,454	\$102,440.28
Iroquois Falls	2,364	\$135,260.54	Temiskaming Shores	4,857	\$225,173.62
James	266	\$59,593.61	Terrace Bay	897	\$82,351.40
Jocelyn	381	\$63,741.23	The Archipelago	3,343	\$170,569.37
Johnson	528	\$69,042.96	The North Shore	387	\$63,957.63
Joly	286	\$60,314.94	Thessalon	626	\$72,577.45
Kapuskaing	4,062	\$196,500.98	Thornloe	48	\$51,731.18
Kearney	1,303	\$96,994.28	Thunder Bay	51,269	\$400,000.00
Kenora	7,549	\$322,263.89	Timmins	19,700	\$400,000.00
Kerns	136	\$54,905.01	Val Rita-Harty	391	\$64,101.89
Killarney	936	\$83,757.98	Wawa	1,632	\$108,860.07
Kirkland Lake	4,692	\$219,222.70	West Nipissing	7,948	\$336,654.31
La Vallee	400	\$64,426.49	White River	467	\$66,842.92
Laird	579	\$70,882.34	Whitstone	1,924	\$119,391.40
			Totals	373,865	\$15,000,000.00

Appendix B: Definitions

Capital Project – any project where associated costs are recorded as a capital expense and once completed are recorded as a capital asset by the municipality.

Project Information Form – the initial form to be completed in TPON that requests the required information associated with the proposed project(s).

Program Year – the administrative period between April 1 and March 31 of a given year.

Year 1 – the administrative period between April 1, 2021 and March 31, 2022.

The Corporation of the Township of Assiginack

By-Law No. 2022-02

BEING A BY-LAW TO AUTHORIZE THE HIRING OF AN ANIMAL CONTROL OFFICER.

WHEREAS authority is found in Section 11 of The Municipal Act, R.S.O. 2001, c.25, as amended;

AND WHEREAS Council wishes to hire an Animal Control Officer;

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

1. THAT we appoint Paul Methner as Animal Control Officer, effective January 1, 2022.
2. THAT we authorize an employment contract, attached to and forming part of this by-law as Schedule A.
3. THAT this by-law shall come into force and take effect upon the third and final reading hereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED ON THIS 17th DAY OF JANUARY, 2022

Dave Ham, Mayor

Alton Hobbs, CAO

The Corporation of the Township of Assiginack

By-Law No. 2022-03

BEING A BY-LAW TO AUTHORIZE THE HIRING OF A BY-LAW ENFORCEMENT OFFICER.

WHEREAS authority is found in Section 11 of The Municipal Act, R.S.O. 2001, c.25, as amended;

AND WHEREAS Council wishes to hire a By-law Enforcement Officer;

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

1. THAT we appoint Perry Newman as By-law Enforcement Officer, effective January 17, 2022.
2. THAT we authorize an employment contract, attached to and forming part of this by-law as Schedule A.
3. THAT this by-law shall come into force and take effect upon the third and final reading hereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED ON THIS 17th DAY OF JANUARY, 2022

Dave Ham, Mayor

Alton Hobbs, CAO