

**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 MEETING OF COUNCIL  
IN CHAMBERS**

**Tuesday, April 5, 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) Minutes of Regular Council Meeting of March 15, 2022
- b) Minutes of Library Board Meeting of March 2, 2022

**4. DELEGATIONS**

**5. REPORTS**

- a) Annual Manitowaning Lagoon Report
- b) Annual Librarian's Report

**6. ACTION REQUIRED ITEMS**

- a) Accounts for Payment: General: \$ 553,180.14  
Payroll: \$ 45,696.58
- b) Project Lifesaver Support Specific Request
- c) Lottery License Approval
- d) Lions Club Request
- e) 2022 Operating and Capital Requirements Budget Confirmation

**7. INFORMATION ITEMS**

- a) Ministry of Municipal Affairs and Housing: More Homes for Everyone
- b) City of Barrie: Joint and Several Liability
- c) Minister of Canadian Heritage: Ties to Russia or Belarus
- d) MMA: POA Subsidization of Deficits

**8. BY-LAWS**

- a) By-law # 2022-08 Method of Voting
- b) By-law # 2022-09 Election Accessibility Plan
- c) By-law # 2022-10 'Lame Duck' Provisions
- d) By-law # 2022-11 Compliance Audit Committee'

**9. CLOSED SESSION**

**10. ADJOURNMENT**

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

The Regular Meeting of the Council of the Corporation of the Township of Assiginack was held in the Council Chambers on Tuesday, March 15, 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  
Freda Bond, Tax and Utilities Manager  
Jackie White, PEC  
Dwayne Elliott, Fire Chief

**Public:** Brenda Reid  
Frank Klodnicki

**OPENING:**

**064-07-2022 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, with Mayor Ham presiding in the Chair.

*CARRIED*

**AGENDA:**

**#065-07-2022 C. Jones - R. Maguire**

THAT we adopt the agenda as presented.

*CARRIED*

**DISCLOSURE OF PECUNIARY INTEREST:**

NONE

**ANNOUNCEMENTS:**

NONE

**ADOPTION OF MINUTES:**

**#066-07-2022 D. McDowell – C. Jones**

THAT the Minutes of the Regular Council Meeting of March 1, 2022 be accepted.

*CARRIED*

**#067-07-2022 D. McDowell – R. Maguire**

THAT the Minutes of the Public Health Sudbury and Districts Board meeting of February 17, 2022 be received.

*CARRIED*

**DELEGATIONS:**

NONE

**REPORTS:**

NONE

**ACTION REQUIRED ITEMS:**

**#068-07-2022 D. McDowell - H. Moggy**

THAT Council authorizes the following Accounts for Payment:

General: \$ 133,299.30;

AND THAT the Mayor and administration be authorized to complete cheques #31773 through #31796 as described in the attached cheque register report.

*CARRIED*

**#069-07-2022 C. Jones - R. Maguire**

THAT Council authorizes the following Accounts for Payment:

Payroll: \$22,881.11;

AND THAT the Mayor and administration be authorized to complete cheques #31764 through #31772 as described in the attached cheque register report.

*CARRIED*

Council discussed the condition of the building at 115 Arthur Street and options other than repair of the existing building. Staff was instructed to advise the tenants of the situation and the options that Council is considering. Staff is also to investigate up to date costing of the alternatives to the existing building.

No resolution was adopted.

**INFORMATION ITEMS:**

**#071-07-2022 H. Moggy – C. Jones**

THAT we acknowledge receipt of the following correspondence items:

- a) OMAFRA Newsletter
- b) CPAC January Statistics
- c) York Region: OLT Concerns
- d) NEMI: POA Deficit Resolution

*CARRIED*

**BY-LAWS:**

**#072-07-2022 D. McDowell – H. Moggy**

THAT By-law # 2022-06, being a By-law NORDS Funding be given first, second, third and final reading and enacted in Open Council.

*CARRIED*

**CLOSED SESSION:**

**#073-07-2022 C. Jones – R. Maguire**

THAT in accordance with By-law # 02-02 as amended and Section 239 of the Municipal Act as amended, Council proceed to a Closed Session (in camera) at 5:20 pm in order to attend to matters pertaining to:

Personnel and Security of the Municipality.

*CARRIED*

**#074-07-2022 H. Moggy – D. McDowell**

THAT we adjourn from our closed session at 5:45 pm and resume our regular meeting.

*CARRIED*

**CLOSING:**

**075-07-2022 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

5:50 pm

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

ASSIGINACK PUBLIC LIBRARY

BOARD MEETING

March 2, 2022

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

Regrets: Christianna

The meeting was called to order by Board Chair, Irma, at 5:00

17/22 Moved by Jane Seconded by Lori

That the minutes of the Board Meeting of December 24/21 be approved as presented. Attached carried

18/22 Moved by Jane Seconded by Kari

That the Financial Reports for December 2021 and January 2022 be approved as presented. Attached carried

19/22 Moved by Lori Seconded by Kari

That the Librarian's Reports for December 2021 and January 2022 be accepted as presented. Carried

Old Business

The new Library website set up by Deb and Crystal is doing well. There have been 93 hits on the site to date. The website is [www.assiginackpubliclibrary.com](http://www.assiginackpubliclibrary.com). Jackie will be asked to post this information on the township Facebook page. Bookkeeping for 2021 has been completed and submitted to the auditors. The Overdrive program continues to be well used.

New Business

\$7700 has been transferred from the General Account to the Memorial Account. There is approximately \$2010 remaining in the General Account. Protocols for reopening the library to the public were discussed and approved by board members.

20/22 Moved by Jane seconded by Kari

That the wearing of masks and social distancing will be required. Access will be

RECEIVED  
MAR 21 2022

limited to four individuals, with a time limit of 20 minutes per person. Use of the library computer will not be available to the public at this time. Township staff will be asked to act as backup to the Librarian in the event of unforeseen circumstances. Board Members have decided to try out a new schedule for access to the library.


21/22      Moved by Kari                      Seconded by Lori  
That beginning on Tuesday March 8<sup>th</sup>, the library will be open on Tuesdays from 9 until 7 and Saturdays from 10 until 4. These hours will be posted on the library website and re-evaluated at a later date.                      carried

#### Coming Events

We will plan to hold the "Annual" Easter Egg Hunt this year on Sunday April 17<sup>th</sup>.

The next board meeting will be held on Tuesday May 10, 2022.

The meeting was adjourned on a motion by Kari at 5:50

  
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**Ontario Clean Water Agency**  
**Agence Ontarienne Des Eaux**

Espanola Hub  
148 Fleming St, Suite 5  
Espanola, ON P5E 1R8

Tel: 705 869 5578  
Fax: 705-869-4374  
www.ocwa.com

March 29, 2022

Alton Hobbs, Chief Administrative Officer  
The Corporation of the Township of Assiginack  
156 Arthur St. P.O. Box 238  
Manitowaning, Ontario  
POP 1N0

**Re: Manitowaning Lagoon 2021 Annual Report**

Dear Mr. Hobbs;

Attached is the 2021 Annual Report for the Manitowaning Lagoon. This report is completed based on the information we have in our records in accordance with the Certificate of Approval.

As per Section 10(6) of the C of A, a copy of the report has been submitted to the Ministry of the Environment for their records.

Sincerely,

A handwritten signature in black ink that reads "Sarah Beaulieu".

Sarah Beaulieu  
Process & Compliance Technician  
Ontario Clean Water Agency

**RECEIVED**  
**MAR 30 2022**

# *Manitowaning Lagoons*

## *Annual Operating Report*

*ECA 4826-9ALL3Q*  
*Issued August 30, 2013*

*January 1, 2021 – December 31, 2021*

Prepared by the Ontario Clean Water Agency  
For Corporation of the Township of Assiginack



**Ontario Clean Water Agency**  
**Agence Ontarienne Des Eaux**



## **SECTION 1: INTRODUCTION**

The Ontario Clean Water Agency (OCWA) acts as the operating authority for the Manitowaning wastewater treatment. This document is prepared by OCWA in accordance with Environmental Compliance Approval (ECA) #4826-9ALL3Q. The report is required to include the following information:

- (a) A summary of all monitoring data, including an overview of the success and adequacy of the works;
- (b) A description of any operating problems encountered and corrective actions taken;
- (c) A summary of all maintenance carried out on any major structure, equipment, apparatus, mechanism or thing forming part of the works;
- (d) A description of efforts made and results achieved in meeting the effluent objectives of condition no.6;
- (e) A summary of any complaints received during the reporting period and any steps taken to address the complaints;
- (f) A summary of all bypass, spill or abnormal discharge events

## **SECTION 2: Description of Facility**

Capacity of Facility: 495 m<sup>3</sup>/d  
Service Area: Manitowaning  
Service Population:  
Effluent Receiver: Manitowaning Bay  
Major Process: Continuous Discharge Lagoons – 2 cells  
Facility Classification: Wastewater Treatment Class 1  
Collection Classification:

## **SECTION 3: Executive Summary**

The Manitowaning Lagoon is a continuous flow-through lagoon. Three proprietary baffle walls are used to extend retention time to provide better treatment. Nine floating Mechanical aerators are also located in the lagoon

Sampling parameters were **not exceeded** during the 2021 reporting period.

The total effluent discharge from the lagoons for the year was 62,115m<sup>3</sup>.

The total raw sewage flow into the lagoons for the year was calculated to be 96,021m<sup>3</sup>.



## **SECTION 4: Process Data**

The facility operator collects grab samples of raw sewage and sends them to an accredited laboratory for analysis. Raw flows are calculated using a weir type flow meter.

Raw (Influent) Sampling					
Parameter	Frequency	Method	Results		
			Min	Avg	Max
CBOD <sub>5</sub> (mg/L)	Monthly	Grab – External Analysis (Lab)	60	132.5	301
TSS (mg/L)	Monthly	Grab – External Analysis (Lab)	42	132.5	230
TP (mg/L)	Monthly	Grab – External Analysis (Lab)	0.88	2.86	8.16
Flow (m <sup>3</sup> /d)	Daily	Engineered Calculation – Weir Flow Meter	151	263.1	542

The facility operator collects effluent samples and sends them to an accredited laboratory for analysis each month. Effluent volumes are considered to be equivalent to raw flows.

Treated (Effluent) Sampling		
Parameter	Frequency	Method
CBOD <sub>5</sub>	Monthly	Grab – External Analysis (Lab)
TSS	Monthly	Grab – External Analysis (Lab)
TP	Twice Per Month	Grab – External Analysis (Lab)
TAN	Monthly	Grab – External Analysis (Lab)
TKN	Monthly	Grab – External Analysis (Lab)
Nitrate	Monthly	Grab – External Analysis (Lab)
Nitrite	Monthly	Grab – External Analysis (Lab)
<i>E.coli</i>	Monthly	Grab – External Analysis (Lab)
Flow	Daily During Discharge	Equivalent to Raw Flows

Compliance limits are based on monthly average for effluent concentrations. In addition, the discharge must be essentially free of floating and settleable solids and does not contain oil or other substance in amounts sufficient to create a visible film or sheen or foam or discoloration on the receiving waters.

The raw and effluent parameters specified in the above and below tables are analyzed by SGS Lakefield Research, an accredited laboratory located in Lakefield, Ontario.

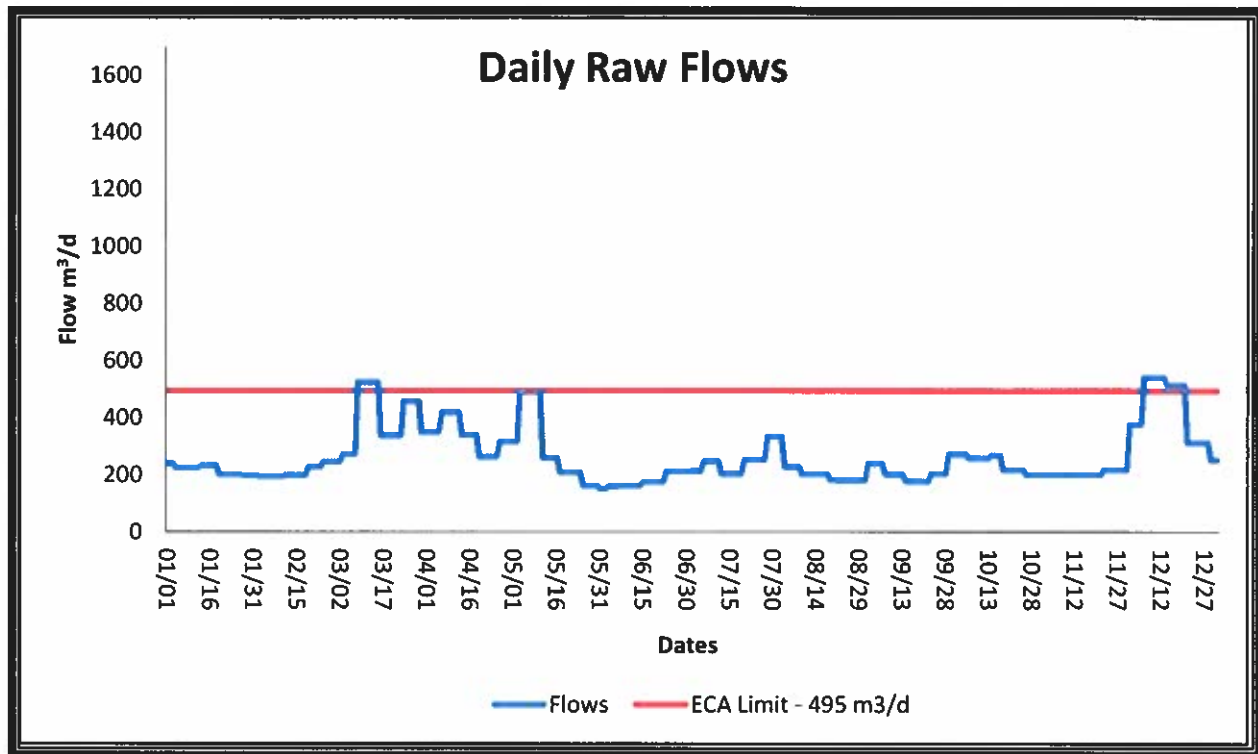


Treated (Effluent Discharge) Sampling											
Month	CBOD Avg mg/L	TSS Avg mg/L	TP Avg mg/L	pH			TAN Avg mg/L	TKN Avg mg/L	Nitrate Avg mg/L	Nitrite Avg mg/L	*E.coli Avg (CFU/100mL)
				Min	Avg	Max					
January	4	2	0.055	7.41	7.42	7.42	1.4	2.1	0.45	0.03	34
February	7	2	0.105	7.27	7.33	7.38	3.3	3.8	0.32	0.03	6
March	7	6	0.11	7.68	8.09	8.51	6.8	6.7	0.29	0.04	700
April	11	17	0.12	8.06	8.09	8.11	2.4	3.7	0.54	0.05	18
May	5	11	0.13	7.69	7.69	7.69	0.4	1.4	0.23	0.03	26
June	3.5	28	0.325	9.11	9.11	9.11	0.2	0.75	0.06	0.03	4
July	2	3	0.775	9.31	9.36	9.41	0.1	1	0.06	0.03	18
August	2	2	0.985	8.83	8.83	8.83	0.1	0.7	0.06	0.03	2
September	4	10	0.675	8.58	8.58	8.58	0.1	0.6	0.06	0.03	74
October	4	2	0.525	9.15	9.28	9.41	0.1	0.8	0.06	0.03	8
November	42	15	0.45	7.56	8.51	8.85	0.2	1.4	0.16	0.03	32
December	4	2	0.207	8.20	8.55	8.99	0.5	1.1	0.83	0.05	36
Max	42	28	0.985			9.41	6.8	6.7	0.83	0.05	700
Average	7.62	9.85	0.365		8.40		1.22	1.91	0.245	0.034	75.69
Min	2	2	0.055	7.25			0.1	0.6	0.06	0.03	2
ECA Limit	30	40	1.0								
ECA Objective	25	30	1.0	6.0 – 9.5 at all times							

\* E.coli average is calculated as a geometric mean

Only those monitoring results collected during the corresponding time period shall be used in calculating the seasonal average concentration

Flow Volumes				
Month	Total Volume (m <sup>3</sup> )	Avg Daily Flow (m <sup>3</sup> /d)	Peak Daily Flow (m <sup>3</sup> /d)	Effluent Volumes (m <sup>3</sup> )
January	6,733	217.19	240	4,455
February	5,906	210.93	247	2,918
March	12,201	393.58	523	7,659
April	10,133	337.77	419	9,158
May	8,901	287.13	419	8,353
June	5,325	177.5	212	3,294
July	7,532	242.97	334	1,704
August	6,406	206.65	334	2,629
September	6,198	206.6	273	1,614
October	7,449	240.29	273	4,777
November	6,153	205.1	217	2,689
December	13,084	422.06	542	12,865
<b>Total</b>	<b>96,021</b>			<b>62,115</b>
<b>Average</b>		<b>263.1</b>		
<b>Maximum</b>			<b>542</b>	



Year	Total Raw Sewage Flow m <sup>3</sup> /d	Avg Day Sewage Flow m <sup>3</sup> /d	Max Day Sewage Flow m <sup>3</sup> /d	Avg Day % of rated capacity 495 m <sup>3</sup> /d
2021	96,021	263.1	542	53%
2020	110,574	302.11	1,268	61%
2019	117,818	332.79	1,392	67%
2018	108,621	298.30	1,164	60%

The annual average flows measured into the sewage lagoon did not exceed the specified rated capacity of the facility.

The average raw daily sewage flows (263.1 m<sup>3</sup>/d) were approximately 53% of the rated capacity. The highest recorded peak flow occurred in December (542 m<sup>3</sup>/d) and was approximately 109% of the average rated capacity. Peak flows observed throughout winter months are attributed to residents who run their water taps to ensure their pipes don't freeze during cold weather.

The total raw sewage flow into the lagoons for the year was calculated to be 96,021 m<sup>3</sup>.

All compliance and objective limits were met throughout the year.

In an effort to meet compliance and objective limits, aeration and ferric injection are components of the process.



The operator did not observe a visible film, sheen, foam or discolouration on the receiving waters nor did he notice floating or settleable solids at any time during discharge of the lagoons.

The total effluent discharge from the lagoons for the year was 62,115m<sup>3</sup>.

Based on the above monitoring program and sampling records, the sewage works provided adequate treatment within the required average daily flows while providing a quality effluent.

## **SECTION 5: Facility Upsets & Non Compliances**

There were no process issues, spills or bypasses experienced in 2021.

## **SECTION 6: Maintenance**

Plant maintenance is monitored using a Work Management System (WMS). Maintenance reports are attached as [Appendix A](#). There was no major maintenance for 2021.

A V-Notch flow meter is used to measure effluent flows from the lagoon, this was calibrated May 5, 2021. Another flow meter is used to measure raw flows; the raw flow meter was calibrated May 5, 2021. Verification records are maintained on site and electronically on the OCWA Hub server.

## **SECTION 7: Complaints**

There were no community complaints for the 2021 reporting period.

## LIBRARIAN'S REPORT 2021

The Library's wireless access for the public is an valuable service feature.

It remains an important communication and learning tool, for visitors as well as local residents.

The last two years more than ever it was vital and our wireless access has remained permanently on and has been very actively used throughout the pandemic.

The Library gives our patrons access to E-Books through the OverDrive/Libby system and this year more people signed up for its convenience and to help them remain safe and socially distanced.

Inter-library Loan was again available the entire year and our Library patrons had access to millions of books from Libraries across the province.

We are very grateful to those awesome lending Libraries in their sharing of Library materials.

The "Our Door to Yours Library Home Service,"

kept up delivery for those shut-in and was much appreciated.

We would like to thank our many patrons

for continuing to use the Library

and our Curbside Service during these trying times.

We also sincerely appreciate your generous donations of

Books and DVDs to the Library.

Thank you to the Municipal Council, Municipal Office Staff, our Library Board Members and the Friends of the Library for all of their ongoing work, support, commitment and dedication to this Library and its service.

It has been a pleasure working with you all!

Tuesdays from 9:00 am to 7:00 pm & Saturdays from 10:00 am to 4:00 pm  
the Library is open for patron browsing and material selection.

(Masks are mandatory)

If you wish to continue using Curbside Service you can look at our Books and DVD titles on our website

at [www.assignackpubliclibrary.com](http://www.assignackpubliclibrary.com)

and email us your selections at [aplgoodtomes@email.com](mailto:aplgoodtomes@email.com)

or call us during the above Library hours and we

will put your Library material selections together for you to collect.

We are looking forward to meeting your needs in 2022!

Debbie Robinson  
CEO/Librarian  
Assignack Public Library  
January 2022

## ANNUAL REPORT 2021

### ASSIGNACK PUBLIC LIBRARY

25 A Sprage Street, Manitowaning,  
Manitoulin Island, Ontario, P0P 1N0.  
Box 280 Manitowaning,  
Manitoulin Island, Ontario, P0P 1N0.  
(705) 859-2110

[aplgoodtomes@email.com](mailto:aplgoodtomes@email.com)

[www.assignackpubliclibrary.com](http://www.assignackpubliclibrary.com)

### Board Members

Irma Lenz – Member / Chair

Les Fields – Member / Secretary

Jane Tilston – Member / Vice Chair

Lori Case - Member

Christianna Jones – Member / Council Rep

Kari Gerhard – Member

### Staff

Debbie Robinson – CEO/Librarian

Chrystal Quackenbush – Relief Staff

Joan Wood – Relief Staff

### Friends of the Library

Jackie Bryant – Chair

### Library Hours of Operation

Tuesdays : 9:00 am to 7:00 pm

Saturdays: 10:00 am to 4:00 pm

Curbside Pickup also available



**Assignack Public Library On-Going Goals**

- 1)...to comply with current Public Library Act
- 2)...to stand as an educational,cultural,informational and recreational facility for the whole community
- 3)...to maintain a collection of various types of materials, formats and services
- 4)...to maintain an accurate and accessible service facility, meeting/maker space and collection
- 5)...to ensure staff quality through professional development workshops and evaluation
- 6)...to be a viable,vital and visible part and basic element of the community and the Island-wide resource network

**Statistics Summary 2021**

Population.....	1014
Circulation of Print Materials (books& magazines).....	5660
Circulation of Audio-Visuals (DVD,CD Playaway).....	752
Program Attendance.....	0
Total Membership.....	655
Materials Purchased and Donated in 2019.....	528
Periodical Subscriptions.....	2
Inter-library Loans.....	32
Internet/Computer Usage.....	1857
OverDrive (e-books consortium circulation).....	1531
Total Print Materials in Library.....	11610
Total Audio-Visual Materials in Library.....	1225
Reference & Information Assistance.....	301

**Library Collection and Services**

- 1)...Non-fiction Titles and Fiction Titles for Adults, Teens and Children
- 2)...Reference Books, Encyclopedias, Atlases, Dictionaries
- 3)...Periodicals, Local Paper, Large Print Books, Playaway Talking Books, DVDS, CNIB Daisy Reader
- 4)...Free Internet Access, Word Processing and Printing, Free Wireless Internet Access for Personal Devices, Children's Early Learning Literacy Station, Overdrive E-Books Access, Our Door to Yours Home Service, Inter-library Loans, Public Library Week Events, Escape Rooms, Santa Photo Visits, Annual Easter Egg Hunt, Meeting / Makerspace

**Assignack Public Library**

**Financial Statement 2021**

**Revenues**

Bank Balance Dec. 31/20.....	9158.00
Municipal Levy 2021.....	41685.00
Provincial Grant.....	3483.00
Student Grant.....	0
Transfers.....	0
Special Grants.....	0
Fees /Donations.....	0
Rebates / Reimburse.....	0
Friends of the Library.....	0
Bank Interest.....	185.00
Pay Equity.....	0
<b>TOTAL.....</b>	<b><u>54511.00</u></b>

**Expenditures**

Accounts Payable 2021.....	0
Books.....	2864.00
Wages.....	29379.00
Salary Deductions.....	2055.00
Health Tax.....	573.00
WSIB.....	755.00
Rent.....	1200.00
Insurance.....	168.00
Periodicals.....	20.00
Audio/Visual.....	636.00
Telephone & Internet Line.....	862.00
Office Supplies/Housekeeping.....	776.00
Furniture/Mach.&Comp. Upgrades&Maint....	100.00
Memberships/Conference/Registrations.....	110.00
OverDrive (e-books consortium fee).....	855.00
IT Support Tech Assist.....	188.00
Misc.....	0
Automation Costs.....	189.00
Accounting Assist.....	100.00
Bank Charge/Brd. Acct. Maint. Fees.....	169.00
<b>TOTAL.....</b>	<b><u>40999.00</u></b>
<b>Trif to Memorial Account</b>	<b>+</b> <b><u>7700.00</u></b>
	<b><u>48699.00</u></b>

**ASSIGINACK PUBLIC LIBRARY PROPOSED**

**BUDGET – 2022**

Bank Bal. (Dec. 31/20) (9158.00)

<b><u>REVENUES</u></b>	<b><u>Proposed 2021</u></b>	<b><u>Actual 2021</u></b>	<b><u>Proposed 2022</u></b>
Municipal Levy	41685.00	41685.00	41685.00
Provincial Grant	3483.00	3483.00	3483.00
Student Grant	0	0	0
Transfers	0	0	0
Special Grants (ILDS)	0	0	0
Fees/Donations	0	0	0
Rebates / Reimburse	0	0	0
Friends of the Library	0	0	0
Bank Interest	0	185.00	0
Pay Equity	0	0	0
<b><u>TOTAL</u></b>	<b><u>45168.00</u></b>	<b><u>54511.00</u></b>	<b><u>45168.00</u></b>
<b><u>EXPENDITURES</u></b>			
Accounts Payable	0	0	0
Books	1785.00	2864.00	1985.00
Wages	29809.00	29379.00	30848.00
Salary Deductions	2096.00	2055.00	2246.00
Health Tax	581.00	573.00	602.00
WSIB	766.00	755.00	796.00
Rent	1200.00	1200.00	1200.00
Insurance	168.00	168.00	168.00
Periodicals	350.00	20.00	250.00
Audio/Visual	758.00	636.00	758.00
Telephone & Internet Line	980.00	862.00	980.00
Office Supplies/Housekeeping	650.00	776.00	650.00
Furn./Mach. Maint./Prog.Upgr	450.00	100.00	350.00
Memb./Reg./Conferences	750.00	110.00	550.00
OverDrive consortium e-book fee	1000.00	855.00	1100.00
IT Support & Tech Assist	625.00	188.00	425.00
Misc./ Mem.Computer Fund	2300.00	7700.00	1460.00
Automation Costs	450.00	189.00	450.00
Accounting Assist	100.00	100.00	100.00
Bank Charges/Brd.Acct. Maint. Fees	100.00	169.00	250.00
<b><u>TOTAL</u></b>	<b><u>45168.00</u></b>	<b><u>48699.00</u></b>	<b><u>45168.00</u></b>

2020 Bank Bal. + 2021 Revenue = all Revenue - 2021 Expenditures = 2021 Bank Bal.

**\$9158.00 + \$45353.00 = \$54511.00 - \$48699.00 = \$5812.00**

CHEQUE DISTRIBUTION REPORT  
Payables Management

<b>From:</b>	<b>From:</b>	<b>To:</b>
Vendor ID First Last	Chequebook ID First Last	
Vendor Name First Last	Cheque Number 0031806	Last 0031835
Cheque Date First Last		

**Sorted By:** Cheque Number

Distribution Types Included: All

ChqNo:	Date:	Vendor:	Amount:
0031806	2022-03-11	ASSIGINACK MUSEUM BOARD	\$5,000.00
InvNo: 2022 1ST QTR LEVY	InvDesc: 2022 museum levy	InvAmt: \$5,000.00	
0031807	2022-03-11	ASSIGINACK PUBLIC LIBRARY	\$10,421.25
InvNo: 2022 1ST QTR LEVY	InvDesc: 2022 1st qtr levy	InvAmt: \$10,421.25	
0031808	2022-03-11	BELL CANADA	\$14.74
InvNo: 2022 03 01	InvDesc: toll free line	InvAmt: \$14.74	
0031809	2022-03-11	BRAD HAM	\$102.00
InvNo: MAR 1 2022	InvDesc: fd-fireworks cert	InvAmt: \$102.00	
0031810	2022-03-11	COMPUTREK	\$857.22
InvNo: 25056	InvDesc: feb offsite backup	InvAmt: \$46.56	
InvNo: 24975	InvDesc: march remote server mgmt	InvAmt: \$810.66	
0031811	2022-03-11	DUNCAN MACDONALD	\$102.00
InvNo: FEB 28 2022	InvDesc: fd-fireworks certification	InvAmt: \$102.00	
0031812	2022-03-11	G. STEPHEN WATT, BARRISTER	\$3,951.05
InvNo: 3855	InvDesc: general legal	InvAmt: \$3,951.05	
0031813	2022-03-11	ENTANDEM	\$224.40
InvNo: 189369	InvDesc: 2022 llc fees	InvAmt: \$224.40	
0031814	2022-03-11	FREELANDT CALDWELL REILLY	\$14,972.50
InvNo: CJH-65022	InvDesc: 2021 interim audit	InvAmt: \$14,972.50	
0031815	2022-03-11	GERRY STRONG	\$153.85
InvNo: MARCH 14 2022	InvDesc: bldg insp mileage	InvAmt: \$153.85	
0031816	2022-03-11	GFL ENVIRONMENTAL INC 2019	\$6,862.84
InvNo: G00000018771	InvDesc: feb recyl.transport	InvAmt: \$6,862.84	
0031817	2022-03-11	HYDRO ONE NETWORKS INC.	\$10,919.50
InvNo: MAR 1 2022 LITES	InvDesc: street lites	InvAmt: \$615.90	
InvNo: MAR 1 2022 LAGOON	InvDesc: lagoon	InvAmt: \$2,825.31	
InvNo: FEB 25 2022 MTG WTP	InvDesc: mtg wtp	InvAmt: \$5,248.04	
InvNo: MAR 4 2022 PW	InvDesc: pw	InvAmt: \$597.30	
InvNo: MAR 4 2022 ICE PLNT	InvDesc: arena ice plnt (estimate)	InvAmt: \$1,370.22	
InvNo: MAR 4 2022 DEPOT	InvDesc: recycling depot (estimate)	InvAmt: \$217.02	
InvNo: MAR 4 2022 NORISLE	InvDesc: norisle heritage prk	InvAmt: \$35.43	
InvNo: MAR 9 2022 PW	InvDesc: pw-microfit	InvAmt: \$10.28	
0031818	2022-03-11	JACKIE WHITE	\$412.11

CHEQUE DISTRIBUTION REPORT  
Payables Management

Page 1 of 1

InvNo: 1380      InvDesc: arena-pegs for goalie nets      InvAmt: \$412.11

ChqNo:	0031819	Date:	2022-03-11	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$253.62
InvNo:	0236877	InvDesc:	arena-fir pads/showr bar	InvAmt:	\$179.64		
InvNo:	0236902	InvDesc:	arena-lock set	InvAmt:	\$55.36		
InvNo:	0237533	InvDesc:	arena-shwr rod/shwr curtain	InvAmt:	\$32.75		
ChqNo:	0031820	Date:	2022-03-11	Vendor:	MANITOWANING FRESHMART	Amount:	\$114.29
InvNo:	00068484	InvDesc:	arena-canteen supplies	InvAmt:	\$101.67		
InvNo:	00066790	InvDesc:	admin-wtr refill	InvAmt:	\$3.99		
InvNo:	00062636	InvDesc:	admin-misc kitchen supp	InvAmt:	\$8.63		
ChqNo:	0031821	Date:	2022-03-11	Vendor:	MASSEY WHOLESALE LTD.	Amount:	\$178.53
InvNo:	IN0000001145408	InvDesc:	arena-canteen inv	InvAmt:	\$178.53		
ChqNo:	0031822	Date:	2022-03-11	Vendor:	MCDUGALL FUELS	Amount:	\$247.73
InvNo:	5674014	InvDesc:	arena-propane (zamboni)	InvAmt:	\$129.96		
InvNo:	5689555	InvDesc:	arena-propane (zamboni)	InvAmt:	\$117.77		
ChqNo:	0031823	Date:	2022-03-11	Vendor:	MINISTER OF FINANCE	Amount:	\$22,162.58
InvNo:	262502221107016	InvDesc:	jan policing	InvAmt:	\$22,759.00		
ChqNo:	0031824	Date:	2022-03-11	Vendor:	NEW NORTH FUELS INC	Amount:	\$4,083.33
InvNo:	610373	InvDesc:	po-furnace oil	InvAmt:	\$700.05		
InvNo:	610375	InvDesc:	pw-diesel	InvAmt:	\$3,383.28		
ChqNo:	0031825	Date:	2022-03-11	Vendor:	NORTH EASTERN MANITOULIN & THE ISLANDS	Amount:	\$228.08
InvNo:	IVC0009391	InvDesc:	cbo training 2021	InvAmt:	\$228.08		
ChqNo:	0031826	Date:	2022-03-11	Vendor:	NORTHERN 911	Amount:	\$460.08
InvNo:	21216-03012022	InvDesc:	march 911 dispatch	InvAmt:	\$460.08		
ChqNo:	0031827	Date:	2022-03-11	Vendor:	OLD DUTCH FOODS LTD	Amount:	\$93.88
InvNo:	41911553	InvDesc:	arena-canteen inv	InvAmt:	\$93.88		
ChqNo:	0031828	Date:	2022-03-11	Vendor:	PACIFIC TIER SOLUTIONS INC	Amount:	\$1,122.50
InvNo:	7539	InvDesc:	bookking dec-feb ecomm. fees	InvAmt:	\$43.63		
InvNo:	7538	InvDesc:	apr-june fees	InvAmt:	\$1,078.87		
ChqNo:	0031829	Date:	2022-03-11	Vendor:	PAUL METHNER	Amount:	\$1,100.00
InvNo:	#2022-02-30	InvDesc:	feb animal control	InvAmt:	\$1,100.00		
ChqNo:	0031830	Date:	2022-03-11	Vendor:	PURULATOR COURIER	Amount:	\$41.24
InvNo:	449970063	InvDesc:	freight	InvAmt:	\$41.24		
ChqNo:	0031831	Date:	2022-03-11	Vendor:	RECEIVER GENERAL	Amount:	\$19,216.01
InvNo:	FEB 2022	InvDesc:	feb source deductions	InvAmt:	\$19,216.01		
ChqNo:	0031832	Date:	2022-03-11	Vendor:	RECEIVER GENERAL FOR CANADA	Amount:	\$1,112.26
InvNo:	20220029928	InvDesc:	2022 radio lic	InvAmt:	\$1,112.26		
ChqNo:	0031833	Date:	2022-03-11	Vendor:	SUPERIOR PROPANE INC.	Amount:	\$11,165.81
InvNo:	37900865	InvDesc:	arena-cylinder rental	InvAmt:	\$23.73		

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

InvNo: 37900864	InvDesc: pw-cylinder rental	InvAmt: \$11.87
InvNo: 38056396	InvDesc: pw-propane	InvAmt: \$3,138.90
InvNo: 38073201	InvDesc: arena-propane	InvAmt: \$3,215.91
InvNo: 38073200	InvDesc: arena-propane	InvAmt: \$3,926.25
InvNo: 38073199	InvDesc: po bldg-propane	InvAmt: \$849.15

ChqNo:	0031834	Date:	2022-03-11	Vendor:	GORE BAY POA	Amount:	\$1,676.05
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InvNo: 2022 PROJECTED DEF	InvDesc: re:2022 projected deficit	InvAmt: \$1,676.05
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ChqNo:	0031835	Date:	2022-03-11	Vendor:	WINDOWS UNLIMITED	Amount:	\$4,614.17
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InvNo: 885234	InvDesc: po cleaning	InvAmt: \$1,610.25
InvNo: 885226	InvDesc: admin/lib cleaning	InvAmt: \$3,003.92

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

**Report Total:**

**\$121,863.62**

**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    0031845                                      0031874  
 Cheque Date    First                                      Last

**Sorted By:**      Cheque Number

Distribution Types Included: All

<b>ChqNo:</b>	0031845	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	BEACON IMAGES	<b>Amount:</b>	\$902.87
	InvNo: 3531		InvDesc: pw-u channel brackets			InvAmt:	\$902.87
<b>ChqNo:</b>	0031846	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	CITY OF GREATER SUDBURY	<b>Amount:</b>	\$1,480.11
	InvNo: 00117572		InvDesc: jan recyclable materia			InvAmt:	\$856.46
	InvNo: 00118197		InvDesc: feb recylable material			InvAmt:	\$623.65
<b>ChqNo:</b>	0031847	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	DIAMOND SOFTWARE INC.	<b>Amount:</b>	\$18,037.61
	InvNo: 348971		InvDesc: 2022 annual softwre maint fee			InvAmt:	\$18,037.61
<b>ChqNo:</b>	0031848	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	EASTLINK	<b>Amount:</b>	\$2,069.53
	InvNo: 18049283		InvDesc: consolidated telephone bill			InvAmt:	\$1,947.59
	InvNo: MARCH 10 2022 PW		InvDesc: pw-dsl			InvAmt:	\$60.97
	InvNo: MARCH 10 2022 MARINA		InvDesc: marina-dsl			InvAmt:	\$60.97
<b>ChqNo:</b>	0031849	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	EXP SERVICES INC.	<b>Amount:</b>	\$190.69
	InvNo: 669937		InvDesc: landfill eca			InvAmt:	\$190.69
<b>ChqNo:</b>	0031850	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	GERRY STRONG	<b>Amount:</b>	\$153.85
	InvNo: MARCH 28 2022		InvDesc: bldg insp mileage			InvAmt:	\$153.85
<b>ChqNo:</b>	0031851	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	HYDRO ONE NETWORKS INC.	<b>Amount:</b>	\$4,171.44
	InvNo: MARCH 9 2022 OFFICE		InvDesc: mun office			InvAmt:	\$354.86
	InvNo: MARCH 22 2022 SHWRS		InvDesc: marina showerhouse			InvAmt:	\$35.42
	InvNo: MARCH 22 2022 PO/BNK		InvDesc: po/bnk			InvAmt:	\$474.69
	InvNo: MARCH 22 2022 DOCKS		InvDesc: marina docks			InvAmt:	\$43.26
	InvNo: MARCH 22 2022 LIB		InvDesc: lib bldg			InvAmt:	\$456.03
	InvNo: MARCH 22 2022 SS WTP		InvDesc: ss wtp			InvAmt:	\$1,753.15
	InvNo: MARCH 22 2022 PRK		InvDesc: queens park			InvAmt:	\$40.14
	InvNo: MARCH 22 2022 ARENA		InvDesc: arena			InvAmt:	\$942.65
	InvNo: MARCH 22 2022 INFO B		InvDesc: info booth			InvAmt:	\$35.82
	InvNo: MARCH 22 2022 TENNIS		InvDesc: tennis courts			InvAmt:	\$35.42
<b>ChqNo:</b>	0031852	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	MANITOULIN HEALTH CENTRE	<b>Amount:</b>	\$3,774.83
	InvNo: 3		InvDesc: 2022 doctor recruitment			InvAmt:	\$3,774.83
<b>ChqNo:</b>	0031853	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	MANITOWANING MILL & HOME BUILDING CENTRE	<b>Amount:</b>	\$508.49
	InvNo: 0238780		InvDesc: mun office - vacuum			InvAmt:	\$508.49
<b>ChqNo:</b>	0031854	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	MANITOULIN-SUDBURY DISTRICT SOCIAL SERVIC	<b>Amount:</b>	\$32,227.50
	InvNo: IN000020268		InvDesc: april amb/social assistance			InvAmt:	\$32,227.50

THE TOWNSHIP OF ARLINGTON  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

<b>ChqNo:</b>	0031855	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	MANITOWANING FRESHMART	<b>Amount:</b>	\$190.21
<b>InvNo:</b>	00070398	<b>InvDesc:</b>	arena canteen - pop	<b>InvAmt:</b>	\$175.07		
<b>InvNo:</b>	00070758	<b>InvDesc:</b>	arena canteen - cups	<b>InvAmt:</b>	\$10.35		
<b>InvNo:</b>	00072352	<b>InvDesc:</b>	admin-tea	<b>InvAmt:</b>	\$4.79		
<b>ChqNo:</b>	0031856	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	MASSEY WHOLESALE LTD.	<b>Amount:</b>	\$406.97
<b>InvNo:</b>	IN0000001146710	<b>InvDesc:</b>	arena canteen inventory	<b>InvAmt:</b>	\$406.97		
<b>ChqNo:</b>	0031857	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	MCDUGALL FUELS	<b>Amount:</b>	\$179.39
<b>InvNo:</b>	5718398	<b>InvDesc:</b>	arena-propane (zamboni)	<b>InvAmt:</b>	\$179.39		
<b>ChqNo:</b>	0031858	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	MUNICIPAL FINANCE OFFICERS ASSOC.	<b>Amount:</b>	\$282.50
<b>InvNo:</b>	2022 MEMBERSHIP	<b>InvDesc:</b>	2022 membership	<b>InvAmt:</b>	\$282.50		
<b>ChqNo:</b>	0031859	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	NEW NORTH FUELS INC	<b>Amount:</b>	\$5,614.05
<b>InvNo:</b>	611496	<b>InvDesc:</b>	pw-diesel	<b>InvAmt:</b>	\$2,852.19		
<b>InvNo:</b>	611495	<b>InvDesc:</b>	pw-dyed diesel	<b>InvAmt:</b>	\$369.49		
<b>InvNo:</b>	612244	<b>InvDesc:</b>	po-furnace oil	<b>InvAmt:</b>	\$73.78		
<b>InvNo:</b>	612388	<b>InvDesc:</b>	mun.office-furnace oil	<b>InvAmt:</b>	\$459.02		
<b>InvNo:</b>	612462	<b>InvDesc:</b>	pw-diesel	<b>InvAmt:</b>	\$1,859.57		
<b>ChqNo:</b>	0031860	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	NORTH EASTERN MANITOULIN & THE ISLANDS	<b>Amount:</b>	\$25.00
<b>InvNo:</b>	IVC0009395	<b>InvDesc:</b>	pec-prize sponsorship	<b>InvAmt:</b>	\$25.00		
<b>ChqNo:</b>	0031861	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	OLD DUTCH FOODS LTD	<b>Amount:</b>	\$196.85
<b>InvNo:</b>	41911589	<b>InvDesc:</b>	arena canteen inventory	<b>InvAmt:</b>	\$96.91		
<b>InvNo:</b>	41911617	<b>InvDesc:</b>	arena canteen-inventory	<b>InvAmt:</b>	\$99.94		
<b>ChqNo:</b>	0031862	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	ONTARIO CLEAN WATER AGENCY	<b>Amount:</b>	\$16,437.53
<b>InvNo:</b>	INV00000020325	<b>InvDesc:</b>	mtg lift stn-chem.trfr pmp rep	<b>InvAmt:</b>	\$8,559.00		
<b>InvNo:</b>	INV00000020326	<b>InvDesc:</b>	mtg wtp-lab.equip turb.meter	<b>InvAmt:</b>	\$7,528.53		
<b>InvNo:</b>	INV00000020322	<b>InvDesc:</b>	ss wtp-call out	<b>InvAmt:</b>	\$350.00		
<b>ChqNo:</b>	0031863	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	RAINBOW DISTRICT SCHOOL BOARD	<b>Amount:</b>	\$83,295.83
<b>InvNo:</b>	2022 1ST QTR	<b>InvDesc:</b>	2022 1st qtr requisition	<b>InvAmt:</b>	\$83,295.83		
<b>ChqNo:</b>	0031864	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	RELIANCE HOME COMFORT	<b>Amount:</b>	\$112.69
<b>InvNo:</b>	MARCH 10 2022 PW	<b>InvDesc:</b>	pw-hwt rental	<b>InvAmt:</b>	\$59.49		
<b>InvNo:</b>	MARCH 10 2022 ADMIN	<b>InvDesc:</b>	mun.office - hwt rental	<b>InvAmt:</b>	\$53.20		
<b>ChqNo:</b>	0031865	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	SHEPPARD CUSTOM BUILDING	<b>Amount:</b>	\$225,912.99
<b>InvNo:</b>	INV304	<b>InvDesc:</b>	high falls bridge	<b>InvAmt:</b>	\$225,912.99		
<b>ChqNo:</b>	0031866	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	SUDBURY & DISTRICT HEALTH UNIT	<b>Amount:</b>	\$3,473.00
<b>InvNo:</b>	RC020035281	<b>InvDesc:</b>	april health unit levy	<b>InvAmt:</b>	\$3,473.00		
<b>ChqNo:</b>	0031867	<b>Date:</b>	2022-03-28	<b>Vendor:</b>	MARDAN GLASS	<b>Amount:</b>	\$1,529.90
<b>InvNo:</b>	1480	<b>InvDesc:</b>	mum.office-window replacement	<b>InvAmt:</b>	\$439.45		

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

InvNo: 1481                      InvDesc: arena-plexiglass                      InvAmt: \$1,090.45

ChqNo:	0031868	Date:	2022-03-28	Vendor:	DREAMCATCHER FIREWORKS	Amount:	\$4,052.00
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InvNo: 2022-024                      InvDesc: fireworks                      InvAmt: \$4,052.00

ChqNo:	0031869	Date:	2022-03-28	Vendor:	LES HUGHSON	Amount:	\$150.00
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InvNo: MARCH 18 2022                      InvDesc: coyote pred claim (1)                      InvAmt: \$50.00

InvNo: MARCH 13 2022                      InvDesc: coyote pred claim (1)                      InvAmt: \$50.00

InvNo: MARCH 21 2022                      InvDesc: coyote pred claim (1)                      InvAmt: \$50.00

ChqNo:	0031870	Date:	2022-03-28	Vendor:	CANAQUA SPORTS INC	Amount:	\$300.00
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InvNo: 2022 MANITOULIN SWIM                      InvDesc: 2022 manitoulin swim                      InvAmt: \$300.00

ChqNo:	0031871	Date:	2022-03-28	Vendor:	THOMAS SAGLE	Amount:	\$50.00
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InvNo: MARCH 20 2022                      InvDesc: coyote pred compt (1)                      InvAmt: \$50.00

ChqNo:	0031872	Date:	2022-03-28	Vendor:	ROSELYNN NOLAND	Amount:	\$15.00
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InvNo: 2022 PHOTO CONTEST                      InvDesc: pec-photo contest prize                      InvAmt: \$15.00

ChqNo:	0031873	Date:	2022-03-28	Vendor:	WINDOWS UNLIMITED	Amount:	\$3,367.94
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InvNo: 885218                      InvDesc: rdside prksmaint/grass cutting                      InvAmt: \$3,367.94

ChqNo:	0031874	Date:	2022-03-28	Vendor:	XEROX CANADA LTD.	Amount:	\$209.51
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InvNo: 85553212                      InvDesc: monthly copier usage                      InvAmt: \$209.51

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

**Report Total:**

**\$409,318.28**



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      0031875                                      0031890  
 Cheque Date    First                      Last  
**Sorted By:**      Cheque Number

Distribution Types Included: All

<b>ChqNo:</b>	0031875	<b>Date:</b>	2022-03-29	<b>Vendor:</b>	ALLEN'S AUTOMOTIVE GROUP	<b>Amount:</b>	\$90.34
	InvNo: 805863		InvDesc: relay #6 plow		InvAmt:	\$90.34	
<b>ChqNo:</b>	0031876	<b>Date:</b>	2022-03-29	<b>Vendor:</b>	B.A.M.M.-BRENDAN ADDISON MOBILE MECHANIC/	<b>Amount:</b>	\$4,254.08
	InvNo: 1616		InvDesc: transmission cooler lnes #14		InvAmt:	\$1,407.59	
	InvNo: 1588		InvDesc: replace heater hose #14		InvAmt:	\$430.53	
	InvNo: 1564		InvDesc: power steering pump #7		InvAmt:	\$932.02	
	InvNo: 1537		InvDesc: replace trans.wiring #2		InvAmt:	\$446.35	
	InvNo: 0943		InvDesc: replace drivebelts #7		InvAmt:	\$316.37	
	InvNo: 0938		InvDesc: loader (trans) repair		InvAmt:	\$440.70	
	InvNo: 1200		InvDesc: power steering #7		InvAmt:	\$280.52	
<b>ChqNo:</b>	0031877	<b>Date:</b>	2022-03-29	<b>Vendor:</b>	BJ'S & ADDISONS	<b>Amount:</b>	\$3,344.93
	InvNo: 121277		InvDesc: rear tires #14		InvAmt:	\$3,344.93	
<b>ChqNo:</b>	0031878	<b>Date:</b>	2022-03-29	<b>Vendor:</b>	CRD CREIGTON	<b>Amount:</b>	\$1,672.40
	InvNo: INV241644		InvDesc: loader chains		InvAmt:	\$1,672.40	
<b>ChqNo:</b>	0031879	<b>Date:</b>	2022-03-29	<b>Vendor:</b>	GIN-COR INDUSTRIES	<b>Amount:</b>	\$1,449.07
	InvNo: 72022		InvDesc: shoe assembly #2		InvAmt:	\$1,449.07	
<b>ChqNo:</b>	0031880	<b>Date:</b>	2022-03-29	<b>Vendor:</b>	HUGHES SUPPLY COMPANY	<b>Amount:</b>	\$121.87
	InvNo: 46865		InvDesc: absorb		InvAmt:	\$121.87	
<b>ChqNo:</b>	0031881	<b>Date:</b>	2022-03-29	<b>Vendor:</b>	J.R. BRISSON EQUIPMENT	<b>Amount:</b>	\$354.19
	InvNo: PS0014535-1		InvDesc: light/teeth #14		InvAmt:	\$354.19	
<b>ChqNo:</b>	0031882	<b>Date:</b>	2022-03-29	<b>Vendor:</b>	KYLE'S MOBILE REPAIRS	<b>Amount:</b>	\$1,110.40
	InvNo: #01-02/24/2022		InvDesc: electrical repair #6		InvAmt:	\$395.20	
	InvNo: #001-03/05/2022		InvDesc: repair lights #16		InvAmt:	\$715.20	
<b>ChqNo:</b>	0031883	<b>Date:</b>	2022-03-29	<b>Vendor:</b>	MANITOULIN CHRYSLER LIMITED	<b>Amount:</b>	\$3,092.75
	InvNo: 17852		InvDesc: replace turbo accuator#6		InvAmt:	\$3,092.75	
<b>ChqNo:</b>	0031884	<b>Date:</b>	2022-03-29	<b>Vendor:</b>	MANITOWANING MILL & HOME BUILDING CENTRE	<b>Amount:</b>	\$55.62
	InvNo: 0236435		InvDesc: coffee/pail		InvAmt:	\$55.62	
<b>ChqNo:</b>	0031885	<b>Date:</b>	2022-03-29	<b>Vendor:</b>	MESSER CANADA INC	<b>Amount:</b>	\$192.51
	InvNo: 2104799506		InvDesc: oxygen		InvAmt:	\$31.71	
	InvNo: 2104740354		InvDesc: oxy & acet		InvAmt:	\$160.80	
<b>ChqNo:</b>	0031886	<b>Date:</b>	2022-03-29	<b>Vendor:</b>	RALF ISLAND TRUCK PARTS	<b>Amount:</b>	\$9.04
	InvNo: 11000		InvDesc: air fitting		InvAmt:	\$9.04	
<b>ChqNo:</b>	0031887	<b>Date:</b>	2022-03-29	<b>Vendor:</b>	SIFTO CANADA INC.	<b>Amount:</b>	\$4,266.11

The Township of Assiginack  
CHEQUE DISTRIBUTION REPORT  
Payables Management

InvNo: 966354                      InvDesc: salt    InvAmt: \$4,266.11

ChqNo:	Date:	Vendor:	Amount:
0031888	2022-03-29	TERRY MOGGY	\$452.00

InvNo: 2022342                      InvDesc: excavator rent    InvAmt: \$452.00

ChqNo:	Date:	Vendor:	Amount:
0031889	2022-03-29	WHITE'S SHELL	\$1,071.49

InvNo: 24276                      InvDesc: #6 battery    InvAmt: \$274.49

InvNo: 2990                      InvDesc: gas #8    InvAmt: \$179.00

InvNo: 2985                      InvDesc: gas #8    InvAmt: \$156.00

InvNo: 2967                      InvDesc: #8    InvAmt: \$135.00

InvNo: 2951                      InvDesc: #8 gas    InvAmt: \$153.00

InvNo: 2906                      InvDesc: #8 gas    InvAmt: \$165.00

InvNo: 2955                      InvDesc: arena-gas    InvAmt: \$9.00

ChqNo:	Date:	Vendor:	Amount:
0031890	2022-03-29	WURTH CANADA LTD	\$461.44

InvNo: 24751403                      InvDesc: glue/cleaner/gloves    InvAmt: \$461.44

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

**Report Total:**

**\$21,998.24**

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0031797		2022-03-12	03/14COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0031798		2022-03-12	03/14COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0031799		2022-03-12	03/14COMB	133	BOND, FREDA	OUTSTANDING	Cheque
0031800		2022-03-12	03/14COMB	219	JONES, CHRISTIANNA	OUTSTANDING	Cheque
0031801		2022-03-12	03/14COMB	367	QUACKENBUSH, MICHAEL	OUTSTANDING	Cheque
0031802		2022-03-12	03/14COMB	371	BELL, NATALIA	OUTSTANDING	Cheque
0031803		2022-03-12	03/14COMB	378	MILLETTE, SHELBA	OUTSTANDING	Cheque
0031804		2022-03-12	03/14COMB	382	COOPER, ANDREW	OUTSTANDING	Cheque
0031805		2022-03-12	03/14COMB	384	CASE, LORI	OUTSTANDING	Cheque
2955		2022-03-12	03/14COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
2956		2022-03-12	03/14COMB	118	COOPER, RONALD	OUTSTANDING	Direct Deposit
2957		2022-03-12	03/14COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
2958		2022-03-12	03/14COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
2959		2022-03-12	03/14COMB	218	MCDOWELL, DAVID	OUTSTANDING	Direct Deposit
2960		2022-03-12	03/14COMB	220	HAM, DAVID	OUTSTANDING	Direct Deposit
2961		2022-03-12	03/14COMB	221	MAGUIRE, ROBERT	OUTSTANDING	Direct Deposit
2962		2022-03-12	03/14COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
2963		2022-03-12	03/14COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
2964		2022-03-12	03/14COMB	362	SAGLE, EDDY	OUTSTANDING	Direct Deposit
2965		2022-03-12	03/14COMB	364	BOND, KYLE	OUTSTANDING	Direct Deposit
2966		2022-03-12	03/14COMB	365	BOWERMAN, COLE	OUTSTANDING	Direct Deposit
2967		2022-03-12	03/14COMB	370	LENTIR, CRYSTAL	OUTSTANDING	Direct Deposit
2968		2022-03-12	03/14COMB	381	COOPER, JEREMY	OUTSTANDING	Direct Deposit
2969		2022-03-12	03/14COMB	386	NEWMAN, PERRY	OUTSTANDING	Direct Deposit
-----							
Total :	\$23,055.64						

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0031836		2022-03-28	03/28COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0031837		2022-03-28	03/28COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0031838		2022-03-28	03/28COMB	133	BOND, FREDA	OUTSTANDING	Cheque
0031839		2022-03-28	03/28COMB	219	JONES, CHRISTIANNA	OUTSTANDING	Cheque
0031840		2022-03-28	03/28COMB	367	QUACKENBUSH, MICHAEL	OUTSTANDING	Cheque
0031841		2022-03-28	03/28COMB	371	BELL, NATALIA	OUTSTANDING	Cheque
0031842		2022-03-28	03/28COMB	378	MILLETTE, SHELBA	OUTSTANDING	Cheque
0031843		2022-03-28	03/28COMB	383	MENDE, JONATHAN	OUTSTANDING	Cheque
0031844		2022-03-28	03/28COMB	384	CASE, LORI	OUTSTANDING	Cheque
2970		2022-03-28	03/28COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
2971		2022-03-28	03/28COMB	119	COOPER, RONALD	OUTSTANDING	Direct Deposit
2972		2022-03-28	03/28COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
2973		2022-03-28	03/28COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
2974		2022-03-28	03/28COMB	218	MCDOWELL, DAVID	OUTSTANDING	Direct Deposit
2975		2022-03-28	03/28COMB	220	HAM, DAVID	OUTSTANDING	Direct Deposit
2976		2022-03-28	03/28COMB	221	MAGUIRE, ROBERT	OUTSTANDING	Direct Deposit
2977		2022-03-28	03/28COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
2978		2022-03-28	03/28COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
2979		2022-03-28	03/28COMB	362	SAGLE, EDDY	OUTSTANDING	Direct Deposit
2980		2022-03-28	03/28COMB	364	BOND, KYLE	OUTSTANDING	Direct Deposit
2981		2022-03-28	03/28COMB	365	BOWERMAN, COLE	OUTSTANDING	Direct Deposit
2982		2022-03-28	03/28COMB	370	LENTIR, CRYSTAL	OUTSTANDING	Direct Deposit
2983		2022-03-28	03/28COMB	381	COOPER, JEREMY	OUTSTANDING	Direct Deposit
2984		2022-03-28	03/28COMB	386	NEWMAN, PERRY	OUTSTANDING	Direct Deposit
Total :	\$22,640.94						

**Ontario  
Provincial  
Police**

**Police  
provinciale  
de l'Ontario**



RECEIVED

MAR 31 2022

**Manitoulin Detachment  
Manitoulin Détachement**  
(Little Current, Espanola, Gore Bay)

54 Boosneck Road, PO Box 638  
Little Current, ON P0P 1K0

Tel: 705-368-2200  
Fax 705-368-2666

Tél. : 705-368-2200  
Télééc. : 705-368-2666

File Reference:

March 28, 2022  
Town Council – Assignack Township  
156 Arthur Street  
Manitowaning, ON  
P0P 1N0

Dear Mayor Ham and Town Council,

I wish to provide you with an update regarding the OPP's efforts to implement Project Lifesaver in our surrounding area. We have been successful in confirming an Administrator for the program and have also received a generous donation of \$16,000 from a corporate sponsor in Espanola. An official media announcement will be made soon regarding all of the partners involved in getting this program up and running. We will also be working closely with Northshore Search and Rescue.

Project Lifesaver will be available to all community members who reside on Manitoulin Island, the surrounding First Nations, the Town of Espanola, as well as residents in the area from Narin Centre to Walford. The OPP requires that there be two receivers in both Espanola and Little Current to run the program effectively.

The total cost required for Project Lifesaver is \$24, 000. We are very grateful for the donation made by our corporate sponsor which provides the bulk of the funding needed. However, additional funds are required for the successful implementation of the program. We ask that (each) Township consider providing \$1, 000 toward this funding that will allow us to cover the cost of necessary components such as the receivers, bracelets, batteries and information material made available to the public.

We eager to get this program started in our area. Our goal is to have the equipment purchased and officers trained for the summer 2022.

I would be more than happy to answer any questions you may have as you consider this request. Thank you for both your time and your consideration of a contribution toward this very important program.

Sincerely,

A handwritten signature in black ink that reads 'Tessa Kasch'.

P/C Tessa Kasch \ #14962  
E-mail: tessa.kasch@opp.ca  
Cell: 705-863-1419

Dear Mayor and Council

After two long years without having Summerfest due to COVID-19 restrictions, we have decided to bring back Summerfest. During the past two years, we still helped those that needed it within our community. It has been hard as Summerfest is our main fundraiser.

This year marks 40 years since the first Summerfest happened in the community.

The South East Manitoulin Lions Club appreciates everything the Township of Assiginack has done in the past to help make this annual event a success. We are hoping that you will again be able to help support Summerfest.

Thank you for your time and consideration.

Lion Lisa Hallaert, President

RECEIVED  
MAR 25 2022

ARENA 1 Ground for FREE  
water license FEES



**Licensee (Full name and address including Postal Code)  
Titulaire de licence (Nom et adresse complète y compris le code postal)**

SOUTH EAST MANITOULIN LIONS CLUB  
P.O. Box 330  
MANITOWANING, ON  
P0P 1N0

Type of Lottery Scheme / Genre de loterie: RAFFLE  
Location/Lieu: MANITOWANING ALONA  
Municipality/Municipalité: TOWNSHIP OF ASSINIBOIA

Specific date(s) of the lottery event(s) Date(s) spécifique(s) de la loterie	Specific time(s) of the lottery event(s) Heure(s) spécifique(s) de la loterie	
	From/de	To/à
JULY 17, 2022	3:30 PM →	

Total value of all prizes in any lottery conducted under this licence not to exceed \$ 4,000.00 in cash, or merchandise or articles at equivalent market value. La valeur totale des prix d'une loterie organisée en vertu de la présente licence ne doit pas excéder \$ en espèces ou une valeur équivalente en nature.

The licensee must observe all terms and conditions of this licence as agreed to in its application. L'organisme autorisé doit se conformer à toutes les modalités dont il a convenu dans la demande de licence. On doit conduire la loterie selon les dates, heures and limits specified on this licence.

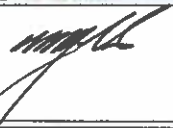
**Special Terms and Conditions/Modalités spéciales**

PURSUANT TO AGO TERMS AND CONDITIONS

Date of Issue/Date de délivrance de la licence  
APRIL 1 2022

Licence Fees/Droits - licence  
\$ 0.00 \$

Registrar of Alcohol and Gaming  
Registreur des alcools et des jeux

Licensing Officer/Agent de délivrance des licences  




March 31, 2022

Good Afternoon,

On March 30, 2022, the government released its [More Homes for Everyone Plan](#), that proposes targeted policies and initiatives for the immediate term to address market speculation, protect homebuyers and increase housing supply.

Details about the range of measures in the government's plan can be found in the news release here: [Ontario is Making It Easier to Buy a Home | Ontario Newsroom](#).

The More Homes for Everyone Plan is informed by a three-part consultation with industry, municipalities and the public. This includes the Rural Housing Roundtable and the first ever Ontario-Municipal Housing Summit, letters to all 444 municipalities asking for their feedback, and follow-up meetings with the leaders of municipal organizations. On behalf of the ministry, thank you for being part of our consultations and sharing your valuable input.

The government also introduced [Bill 109 - the More Homes for Everyone Act, 2022](#), and is seeking feedback on the changes proposed under the legislation and on other initiatives, through a series of housing related public consultations. This includes seeking input on how to support gentle density for [multi-generational and missing middle housing](#), as well as addressing [housing needs in rural and northern communities](#). These and other related consultations can be found through the [Environmental Registry of Ontario and the Ontario Regulatory Registry](#).

The government committed to prioritizing implementation of the [Housing Affordability Task Force's recommendations](#) over the next four years, with a housing supply action plan every year, starting in 2022-23. To facilitate this, the government plans to establish a Housing Supply Working Group, that would engage with municipal and federal governments, partner ministries, industry, and associations to monitor progress and support improvements to its annual housing supply action plans.

Ontario looks forward to continued collaboration with municipalities to address the housing crisis and hear your ideas and advice on the More Homes for Everyone Plan.

Sincerely,

A handwritten signature in black ink that reads "K. Manson-Smith".

Kate Manson-Smith

Deputy Minister

- c. Joshua Paul, Assistant Deputy Minister – Housing Division
- Sean Fraser, Assistant Deputy Minister – Planning and Growth Division
- Caspar Hall, Assistant Deputy Minister – Local Government Division



RECEIVED  
MAR 22 2022

March 17, 2022

File: C00

**The Honourable Doug Ford, MPP**  
**Premier of Ontario**  
Premier's Office, 1 Queen's Park  
Legislative Building, Room 281  
Toronto ON M7A 1A1  
[premier@ontario.ca](mailto:premier@ontario.ca)

Dear Premier Ford:

**Re: REQUEST TO THE PROVINCE OF ONTARIO FOR A PLAN OF ACTION  
TO ADDRESS JOINT AND SEVERAL LIABILITY**

On behalf of the Council of The Corporation of the City of Barrie, I wish to advise that on March 7, 2022, City Council adopted the following resolution regarding a Plan of Action to Address Joint and Several Liability:

**22-G-064 REQUEST TO THE PROVINCE OF ONTARIO FOR A PLAN OF ACTION TO ADDRESS  
JOINT AND SEVERAL LIABILITY**

**WHEREAS** the cost of municipal insurance in the Province of Ontario has continued to increase with especially large increases going into 2022; and

**WHEREAS** Joint and Several Liability continues to ask property taxpayers to carry the lion's share of a damage award when a municipality is found at minimum fault; and

**WHEREAS** these increases are unsustainable and unfair and eat at critical municipal services; and

**WHEREAS** the Association of Municipalities of Ontario outlined seven recommendations to address insurance issues including:

1. That the Provincial Government adopt a model of full proportionate liability to replace joint and several liability.
2. Implement enhancements to the existing limitations period including the continued applicability of the existing 10-day rule on slip and fall cases given recent judicial interpretations and whether a 1-year limitation period may be beneficial.
3. Implement a cap for economic loss awards.
4. Increase the catastrophic impairment default benefit limit to \$2 million and increase the third-party liability coverage to \$2 million in government regulated automobile insurance plans.

5. Assess and implement additional measures which would support lower premiums or alternatives to the provision of insurance services by other entities such as non-profit insurance reciprocals.
6. Compel the insurance industry to supply all necessary financial evidence including premiums, claims and deductible limit changes which support its own and municipal arguments as to the fiscal impact of joint and several liability.
7. Establish a provincial and municipal working group to consider the above and put forward recommendations to the Attorney General.

**NOW THEREFORE BE IT RESOLVED** that the Council for the Corporation of the City of Barrie call on the Province of Ontario to immediately review these recommendations despite COVID-19 delays, as insurance premiums will soon be out of reach for many communities and

**BE IT FURTHER RESOLVED** that this motion be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable Peter Bethlenfalvy, Minister of Finance, the Honourable Doug Downey, Attorney General of Ontario and MPP for Barrie-Springwater, the Honourable Andrea Khanjin, MPP for Barrie-Innisfil, and all Ontario municipalities.

If you have any questions, please do not hesitate to contact the undersigned, [wendy.cooke@barrie.ca](mailto:wendy.cooke@barrie.ca) or (705) 739.4220, Ext. 4560.

Yours truly,



Wendy Cooke  
City Clerk/Director of Legislative and Court Services

WC/bt

Cc:

- The Honourable Peter Bethlenfalvy, Minister of Finance
- The Honourable Doug Downey, Attorney General and MPP for Barrie-Springwater
- The Honourable Andrea Khanjin, MPP for Barrie-Innisfil
- All Ontario municipalities

Minister  
of Canadian Heritage



Ministre  
du Patrimoine canadien

Ottawa, Canada K1A 0M5

RECEIVED  
MAR 30 2022

To recipients of grants and contributions funding:

On February 24, 2022, Russian armed forces launched an unprovoked and unjustifiable invasion of Ukraine. This was done with the support of the Belarusian regime.

In response to Russia's egregious actions, the Government of Canada has implemented sweeping sanctions in coordination with like-minded partners and is examining all of its activities and holdings. These actions reflect the broad international support for the people of Ukraine.

In this context, the Department of Canadian Heritage is undertaking a review to identify activities involving Russia and Belarus as part of the Government's ongoing response to the Russian invasion of Ukraine.

We urge you to do the same, and to suspend all activity involving the participation of Russian or Belarusian state organizations or their official representatives. This includes program partnerships, direct and indirect financing of tours, co-productions, participation in festivals or other events involving the Russian or Belarusian governments.

As you are a current recipient of the Department's grants and contributions funding, we ask that you please review and assess your current programming and engagement with Russian and Belarusian state partners. If there are activities involving the governments of these two countries or their officials, please suspend them until further notice. You should contact your program officer to discuss if you have questions or concerns.

**Canadian organizations that are found to have ties to either the Russian or Belarusian states will not receive funding from the Department.**

.../2

Canada

Canadian citizens and permanent residents of Canada, including those of Russian and Belarusian heritage, continue to be eligible for Canadian Heritage's grants and contributions programs. This is not about unfairly targeting law-abiding and peace-loving citizens and permanent residents, nor is it about attacking Russian or Belarusian culture.

The Government of Canada is committed to working with our international partners to support the brave and resilient people of Ukraine in every way possible.

We thank you for your attention to this most important matter.

Please accept my best wishes.

Sincerely,

A handwritten signature in black ink, appearing to be 'Pablo Rodriguez', with a stylized, overlapping structure.

The Honourable Pablo Rodriguez, P.C., M.P.

**Manitoulin Municipal Association**

**8 Bailey Line Road**

**Evansville, Ontario**

**POP 1EO**

**705-282-0624**

**[burpeemills@vianet.ca](mailto:burpeemills@vianet.ca)**

RESOLUTION 2022-10 Moved by Hugh Moggy, Seconded by Dan Osborne

WHEREAS Northeastern Manitoulin and the Islands has submitted a resolution as follows to the Federation of Northern Ontario Municipalities.

WHEREAS the Town of Gore Bay on behalf of the Board of Management known as the District of Manitoulin Provincial Offences Act (POA) Management Board has entered into an agreement with the Attorney General of Ontario to oversee the administration and prosecution relating to proceedings commenced under Parts I and II of the POA Act and the administration of Part III;

And whereas the cost of providing the service has outpaced the revenue generated from the services provided;

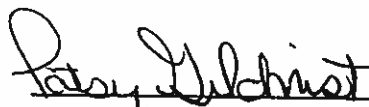
And whereas downward trends occurring in the balance between revenue and expenses stem from ongoing systemic issues in the tickets and court processes that were becoming evident prior to the advent of COVID-19 issues;

And whereas the administration and prosecution of Provincial Offences is a Provincial responsibility that should not be subsidized by the municipalities through local property taxation;

Now therefore be it resolved that the Town of Northeastern Manitoulin and the Island petition the Province of Ontario to adequately fund the operation of the POA and reimburse the Board of Management for current and past deficits.

The Manitoulin Municipal Association supports this resolution. A copy will be sent to each Manitoulin Municipality requesting their council's support for the NEMI resolution and submission to the Federation of Northern Ontario Municipalities.....carried.

This is a true copy of Resolution 2022-10 passed at the Manitoulin Municipal Association Meeting on March 16, 2022.



Patsy Gilchrist, Secretary-Treasurer

RECEIVED

MAR 21 2022

**THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK**

**BY-LAW # 22-08**

**BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK  
TO AUTHORIZE VOTING BY MAIL FOR THE 2022 MUNICIPAL ELECTION AND  
ENTERING INTO AN AGREEMENT WITH DATAFIX TO PROVIDE VOTE BY MAIL  
SERVICES.**

**WHEREAS** the necessary authority is found in Section 42 of the Municipal Elections Act, 1996 as amended;

**AND WHEREAS** THE Council of the Corporation of the Township of Assiginack deems it desirable and in the best interest of the public to conduct the 2022 municipal election using a vote by mail method and to contract Datafix to provide election services;

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

1.

THAT the alternative voting method of Vote By Mail is hereby authorized for the Municipal Election to be held in 2022.

2.

THAT a Vote By Mail Kit will be provided to every person who qualifies to be an elector. The kit will be mailed to; or provided in person to each qualified elector.

3.

THAT a Ballot Return Station shall be established at the Municipal Office; 156 Arthur Street, Manitowaning, Ontario during regular office hours prior to Election Day; Monday, October 24, 2022.

4.

THAT a Ballot Return Station shall mean a voting place under the supervision of a Deputy Returning Officer where electors may deposit their ballot envelopes directly into the Ballot Return Boxes rather than forwarding them by mail.

5.

THAT every elector has the responsibility of completing their ballots in accordance with the Municipal Elections Act, 1996 as amended and the written procedures established by the Municipal Clerk and returning the completed ballots to the Municipal Clerk by mail or deposit at the Ballot Return Station on or before Monday, October 24, 2022 at 4:00 pm.

6.

No proxy provisions or advance poll provisions other than the Ballot Return Station are applicable in the Municipal Election conducted in accordance with this by-law.

7.

THAT the Municipal Clerk shall prepare procedures and policies for the Vote by Mail Municipal Election and provide them to each candidate, no later than August 26, 2022.

8.

THAT any person, corporation or trade union, guilty of corrupt practices or contravening the provisions of the Municipal Elections Act, 1996 as amended or the policies and procedures authorized in Section 7 above, may be prosecuted pursuant to the Act.

9.

THAT the Clerk Administrator is herewith authorized to complete the agreement with Datafix to provide Vote by Mail services.

Read a first, second, third and final time, this \_\_\_\_ day of April, 2022.

---

Mayor

---

CAO Deputy Clerk

seal

# The Corporation of the Township of Assiginack

## By-Law 2022-09

### A By-law to Approve the 2022 Election Accessibility Plan for the Township of Assiginack

#### WHEREAS:

1. Section 12.1 (2) of the Municipal Elections Act requires that the Clerk shall prepare a plan regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities and shall make the plan available to the public before voting day in a regular election.
2. This by-law formally approves the 2022 Election Accessibility Plan.

**NOW THEREFORE THAT, the Council of The Corporation of the Township of Assiginack ENACTS AS FOLLOWS.**

#### **Section 1.00: Definitions and Interpretation**

**1.01 Definitions:** In this by-law,

**"Assiginack"** means The Corporation of the Township of Assiginack and includes its entire geographic area;

**"Clerk"** means the person appointed by Council to carry out the duties of the clerk described in section 228 of the Municipal Act, 2001;

**"Council"** means the municipal council for Assiginack;

**"Mayor"** means the Chief Executive Officer of the City.

**1.02 Interpretation Rules:**

(a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.

(b) The words "include" and "including" are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.

**1.03 Statutes:** References to laws in this by-law are meant to refer to the statutes, as amended from time to time, that are applicable within the Province of Ontario.

**1.04 Severability:** If a court or tribunal of competent jurisdiction declares any portion of this by-law to be illegal or unenforceable, that portion of this by-law shall be considered to be severed from the balance of the by-law, which shall continue to operate in full force and effect.



**Section 2.00: Approval and Authorization**

2.01 **Approval:** The 2022 Election Accessibility Plan attached to this By-law as Schedule A is approved.

**Section 3.00: Administration and Effective Date**

3.01 **Administration of the By-law:** The City Clerk is responsible for the administration of this by-law.

3.02 **Effective Date:** This By-law shall come into force on the date it is finally passed.

By-law read a first, second and third time, and finally passed, this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

---

Dave Ham, Mayor

---

Alton Hobbs, Clerk

# **Township of Assiginack Clerk's Office**

## **2022 Municipal Election Accessibility Plan**

---

**April 2022**

This Plan is for use in the 2022 Municipal Election in conjunction with the Township's current Accessibility Policy, Plan and IASR Standards.

## **Introduction**

The Municipal Clerk is responsible for the appropriate legislative and administrative conduct of the municipal election in the Township of Assiginack

The Municipal Election Act, (MEA), Section 12.1 (1) places responsibility on the Clerk to have regard to the needs of the electors and candidates with disabilities. Accessible Customer Service Standards must be followed when conducting a municipal election.

Section 12.1 (2) of the MEA requires that the clerk shall prepare a plan regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities and shall make the plan available to the public before voting day in a regular election.

The municipal election will be conducted in a manner that shall ensure that candidates and electors with disabilities have full and equal access to all election information and services, including the designated voting area at municipal facilities. The election shall be conducted in a manner that ensures that persons with disabilities are able to vote independently and privately with access to voting assistance if required.

Section 12.1 (3) of the MEA requires that within ninety (90) days of voting day the Clerk who is responsible for conducting the election shall submit a report to Council regarding the identification, removal and prevention of barriers that affect elector and candidates with disabilities.

## **Staff Training and Election Assistance**

### **Staff Training**

All staff carrying out election duties will complete Accessible Customer Services Training and specific Election Training to comply with the City's Accessibility Policy Plan and to recognize and ensure that persons with disabilities are served in a way that accommodates their individual needs.

Training will include:

- How to interact/communicate with persons with various types of disability;
- How to interact with persons with disabilities who use assistive devices, require the assistance of a support person or a service animal.
- What to do if a person is having difficulty accessing election information or services.
- How to provide voter assistance if requested.

## **Provision of Election Information**

Election information will be provided to electors and candidates with disabilities in an alternative format, agreed upon between the requester and the Clerk.

## **Notice of Temporary Service Disruption**

The Clerk shall provide public notice on the municipal website and in the local media if there is a temporary disruption in the delivery of election information or services. The Notice shall include the reason for the disruption, the expected duration and an explanation of alternative methods of delivering the information or service. Every effort shall be made to provide alternative methods of providing the information or service to persons with disabilities.

## **Staff Assistance**

Staff are available throughout the election to assist with any issues that may arise with respect to providing a barrier-free election.

### **Contact information for assistance:**

Telephone: 705-859-3196

Email: [ahobbs@assignack.ca](mailto:ahobbs@assignack.ca)

In Person or by mail:

Township of Assignack

Clerk's Office

156 Arthur Street , PO Box 238

Manitowaning, Ontario

P0P 1N0

## **Assistance to Electors**

### **General**

The 2022 Election will be conducted with Vpote by Mail Voting methods. Detailed information about each voting method is set out in the 2022 Election Procedures Manual, available on the municipal website or from the Clerk's Office and can be provided in an alternative format upon request.

The Clerk Department Staff are available throughout the election to assist with any issues that may arise with respect to providing a barrier-free election.

### **Parking**

All designate municipal facilities' parking lots have designated parking for individuals with disabilities that are clearly posted and located close to the entrance to the voting area.

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## **Entrance**

The entrance to the designate municipal facilities are either level leading to the entrance door or are equipped with an accessible ramp. Doors to the designated municipal facilities have automatic door opening devices or will be propped open in a safe manner. They are wide enough to accommodate a wheelchair or other mobility devices.

## **Interior**

Access to the interior voting area is level. Carpeting and doormats are level with the floor to prevent potential tripping hazards. The voting area is well lit and seating shall be made available.

## **Voting Assistance**

Persons with disabilities may be accompanied by a support person within the voting area or staff can assist the voter in casting their vote. Voting area staff shall, in conjunction with the person with the disability, determine the extent to which they need assistance and the best way to provide the assistance.

## **Assistance to Candidates**

### **General**

The 2022 Election will be conducted with Vote by Mail methods. Detailed information about each voting method is set out in the 2022 Election Procedures Manual, available on the municipal website or from the Clerk's Office and can be made available in an alternative format upon request.

Please contact us at 705-859-3196 or [ahobbs@assignack.ca](mailto:ahobbs@assignack.ca) if you require your Candidate Package in an accessible format.

The Clerk Department Staff and their designates are available throughout the election to assist with any issues that may arise with respect to providing a barrier-free election.

### **Service Animals/Support Persons**

Candidates are permitted to be accompanied by a service animal and/or support person at all designated election locations.

### **Campaign Expenses**

Expenses that are incurred by a candidate with a disability that are directly related to the disability, and would not have been incurred but for the election to which the expenses relate, are excluded from the permitted spending limit for the candidate.

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## **Feedback Process**

Feedback is encouraged and any received will be reviewed by the Clerk and appropriate action will be taken to remove barriers or provide accommodation if necessary.

The information received on the Accessible Customer Service Feedback Form will be summarized in the post-election Election Accessibility Report and will be used to improve accessibility measures in future municipal election.

**THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK**

**BY-LAW # 22-10**

**BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK  
TO AUTHORIZE THE DELEGATION OF AUTHORITY TO THE CHIEF  
ADMINISTRATIVE OFFICER FOR CERTAIN ACTS DURING A 'LAME DUCK  
PERIOD'.**

**WHEREAS** the necessary authority is found in Section 275 of the Municipal Act, 2001 as amended, which restricts acts that a Council can make after Nomination Day (August 19, 2022) and after Voting Day (October 24, 2022), if the Council is in a 'Lame duck' position;

**AND WHEREAS** Section 275(3) of the Municipal Act, S.O., 2001, as amended, restricts Council from taking action on the following:

- The appointment or removal from office of any officer of the Municipality
- The hiring or dismissal of any employee of the Municipality
- The disposition of any real or personal property of the municipality which has a value exceeding \$ 50,000.00 at the time of disposal; and
- Making any expenditure or incurring any other liability which exceeds \$ 50,000.00

**AND WHEREAS** Section 275 (6) of the Municipal Act, 2001 as amended states that nothing in this section prevents any person or body exercising authority of a municipality that is delegated to the person or body prior to Nomination Day for the election of the new Council:

**AND WHEREAS** the Council of the Corporation of the Township of Assiginack deems it expedient to delegate authority to the Chief Administrative Officer to take action, where necessary on certain acts during the 'Lame Duck' period;

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

1. THAT Council delegates authority to the Chief Administrative Officer of the Corporation of the Township of Assiginack to take action, where necessary, on certain restrictions listed in Section 275 (3) of the Municipal Act, 2001 between Nomination Day and the commencement of the new Council term.
2. THAT the Chief Administrative Officer will report to Council on any actions taken under the restrictions listed in Section 275 (3) of the Municipal Act, 2001 between Nomination Day and the commencement of the new Council term.
3. THAT this by-law is in effect for the 2022 Municipal Election.
4. THAT this by-law shall come into force and take effect upon third and final reading hereof.

Read a first, second and third time and finally passed this \_\_\_\_ day of April, 2022.

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Mayor: Dave Ham

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Deputy Clerk: Alton Hobbs

seal



**THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK**

**BY-LAW # 22-11**

**BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK  
TO ESTABLISH A COMPLIANCE AUDIT COMMITTEE AND PROCEDURES FOR THE  
TOWNSHIP OF ASSIGINACK UNDER THE MUNICIPL ELECTIONS ACT FOR THE  
2022 MUNICIPAL ELECTION.**

**WHEREAS** Section 88 (37) 1 of the Municipal Elections Act, 1996 as amended requires a Council or local board shall establish a Compliance Committee before October 1<sup>st</sup> of an election year for the purposes of the Act:

**AND WHEREAS** Section 88 (37) 2 of the Municipal Elections Act, 1996 as amended states the Committee shall be composed of not fewer than three and not more than seven members and shall not include:

- a- Employees or officers of the municipality or local board
- b- Members of council lor the local board
- c- Any persons who are candidates in the election for which the committee is established; or
- d- Any person who are registered third party advertisers in the municipality in the election for which the committee is established.

**AND WHEREAS** Section 88 (37) 3 of the Municipal Elections Act, 1996 as amended states a person who has such qualifications and satisfies such eligibility requirements as maybe prescribed is eligible for appointment to the Committee.

**AND WHEREAS** Section 88 (37) 4 of the Municipal Elections Act, 1996 as amended states in appointing persons to the Committee, the Council or local board shall have in regard to the prescribed eligibility criteria.

**AND WHEREAS** the Township of Assiginack deems it expedient to establish a Compliance Audit Committee.

**NOW THEREFORE THAT** the Council of the Corporation of the Township of Assiginack hereby Enacts as Follows:

1. THAT a Committee, to be known as the Compliance Audit Committee is hereby established to deal with the matters provided for in Sections 88 (34) through (37) of the Municipal Elections Act, 1996 as amended.
2. THAT the Committee shall consist of three members as follows:

*Intentionally Blank: Require Amendment Upon Appointments*

3. THAT the business of the Compliance Audit Committee shall be conducted in accordance with he procedures set out in the Procedures and Terms of Reference, attached to and forming part of this by-law as Schedule 'A', saving and excepting 2. Duration, which shall be amended to read "The term of this agreement will coincide with the term of office for Council, from November 15,, 2022 until November 14, 2026 to deal with applications from the 2022 election and any by-elections during Council's term."
4. THAT the Clerk of the Township of Assiginack is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law or where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

READ a first, second, third and final time and enacted in open Council, this \_\_\_\_  
Day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk