

MUNICIPALITY



OF ASSIGINACK

**BOX 238, MANITOWANING, ON, P0P 1N0
(705) 859-3196 or 1-800-540-0179**

**REGULAR MEETING OF COUNCIL
IN CHAMBERS**

Tuesday, February 20th, 2024 at 7:00 p.m.

1. OPENING

- a.) Land Acknowledgment
- b.) Adoption of Agenda
- c.) Disclosure of Pecuniary Interest and General Nature Thereof

2. ANNOUNCEMENTS

3. ADOPTION OF MINUTES

- a.) Minutes of the Special Meeting of Council of February 6, 2024
- b.) Minutes of the Committee of the Whole Meeting of February 6, 2024.
- c.) Minutes of the Regular Meeting of Council of January 16, 2024.

4. DELEGATIONS

5. REPORTS

- a.) Public Works Report
- b.) Arena Monthly Report
- c.) PEC Monthly Report
- d.) 2023 Building Permit Report

6. ACTION REQUIRED ITEMS

- a.) Accounts for Payment: General \$ 378,799.37
- b.) Accounts for Payment: Payroll \$ 85,150.93
- c.) Boundary Road Agreement- Assiginack & Tehkummah
- d.) Request for Donation- Manitowaning Horticultural Society
- e.) Cemeteries Advisory Committee Discussion
- f.) Manitoulin Planning Board Request- SUB 2011-01
- g.) Potential Funding Opportunity- Ontario Trillium Foundation

7. INFORMATION ITEMS

- a.) Community Policing Advisory Committee Minutes of January 10, 2024
- b.) Community Policing Advisory Committee Minutes of November 8, 2023
- c.) PHSD Board of Health Minutes of January 18, 2024
- d.) Manitoulin Centennial Manor Meeting Minutes of December 21, 2023

- e.) Request for Support-District of Nipissing East: Governance Structure Review for Territorial District Homes
- f.) Request for Support-The County: Provincial Support to Expand Life Span of Fire Apparatus
- g.) Request for Support-PHSD: Household Food Insecurity: Public Health Sudbury & Districts
- h.) Request for Support-AMCTO: Comprehensive Social and Economic Prosperity Review
- i.) Request for Feedback: Public Health Sudbury & Districts/Algoma Public Health
- j.) ROMA Report: Fill the Gaps Closer to Home

8. BY-LAWS

- a.) By-law # 2024-01: Minimum Maintenance Standards for Municipal Highways
- b.) By-law # 2024-05: Establishing Committees of Council (Infrastructure Committee)

9. CLOSED SESSION

- a.) Personal matters about an identifiable individual, including municipal employees.
- b.) Personal matters about an identifiable individual, including municipal employees.

10. ADJOURNMENT

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

The Special Meeting of the Council of the Corporation of the Township of Assiginack was held in the Council Chambers on Tuesday, February 6th, 2024, at 8:51 p.m.

Present: Mayor Brenda Reid
Councillor Dwayne Elliott
Councillor Janice Bowerman
Councillor Jennifer Hooper

Staff: Alton Hobbs, CAO
Heidi Ferguson, Clerk
Deb MacDonald, Treasurer/Deputy CAO
Freda Bond, Tax and Utility Manager
Crystal Lentir, Administrative Assistant

Regrets: Councillor Robert Maguire

OPENING:

#22-02-2024 J. Bowerman – D. Elliott

THAT the Special Meeting of the Council of the Corporation of the Township of Assiginack be opened for business at 8:51 p.m., with a quorum of members present, with Mayor Reid presiding in the Chair.

CARRIED

AGENDA:

#23-02-2024 J. Bowerman – D. Elliott

THAT we amend the agenda as presented to include item 6d.) Resolution of Support for the MEMA Airport Commission and remove item 6a.) Request for Sponsorship: Manitouslin Ice Showdown.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST:

NONE

ANNOUNCEMENTS:

NONE

ADOPTION OF MINUTES:

NONE

DELEGATIONS:

NONE

REPORTS:

NONE

ACTION REQUIRED ITEMS:

#24-02-2024 D. Elliott – J. Bowerman

THAT we acknowledge receipt of Manitowaning Minor Hockey's donation request, and we will take their request into consideration during our 2024 Budget deliberations.

CARRIED

#25-02-2024 J. Bowerman – D. Elliott

THAT we inform the Manitoulin Planning Board that we have no objections regarding the request for a one-year extension on the conditions of draft approval for the Sandy Point Subdivision.

CARRIED

#26-02-2024 D. Elliott – J. Bowerman

THAT the Council of the Corporation of the Township of Assiginack encourages the Airport Commission in its efforts to secure funding for the Airport runway.

CARRIED

INFORMATION ITEMS:

NONE

BY-LAWS:

#27-02-2024 D. Elliott – J. Bowerman

THAT By-law 2024-04, being a by-law to provide for an Interim Tax Levy and to provide for the payment of taxes and to provide for the penalty and interest of 1.25 percent, be given a first, second, third and final reading and enacted in Open Council.

CARRIED

CLOSED SESSION:

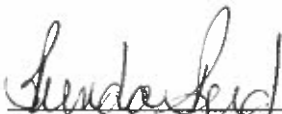
NONE

ADJOURNMENT


#28-02-2024 J. Hooper – J. Bowerman

THAT we adjourn at 9:15 p.m. until the next regular meeting or call of the Chair.

CARRIED



Brenda Reid, MAYOR



Heidi Ferguson, CLERK

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

THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK

COMMITTEE OF THE WHOLE MINUTES

Tuesday, February 6th, 2024 at 7:00 p.m.

PRESENT: Mayor Brenda Reid, Councillors Janice Bowerman, Dwayne Elliott, and Jennifer Hooper.

STAFF: Alton Hobbs- CAO, Heidi Ferguson- Clerk, Deb MacDonald – Treasurer/Deputy CAO, Freda Bond- Tax & Utility Manager, Crystal Lentir- Administrative Assistant and Jackie White- PEC.

REGRETS: Councillor Robert Maguire.

Moved by Councillor Bowerman:

THAT the meeting be opened with Mayor Reid presiding in the Chair.

CARRIED

The Mayor read the Land Acknowledgement.

Disclosures: None at this time.

1) By-law # 2022-07: Short Term Accommodations Review

The Committee reviewed the Short-Term Accommodations By-law # 2022-07 and an update from the By-law Enforcement Officer regarding the current short-term accommodations. The Mayor advised members of Council that since the by-law was passed we have received feedback from two people. Discussion took place and the committee agreed the by-law would remain the same at this time.

2.) Municipal Affairs and Housing Financial Profile Review

The Committee reviewed the Ministry's Municipal Financial Review profile and passed the following motion:

Moved by Councillor Bowerman:

THAT we acknowledge receipt of the Ministry of Municipal Affairs and Housing's Municipal Financial Review Profile.

CARRIED

3.) Draft Terms of Reference for the Infrastructure Committee

The Mayor shared that we would like to establish an Infrastructure Committee, in which all members of Council would sit on, and this committee would meet monthly. The Committee reviewed the Draft Terms of Reference and approved the following motion:

Moved by Councillor Bowerman:

THAT we accept the Draft Terms of Reference for the Infrastructure Committee.

CARRIED

4) Ontario Clean Water Agencies Lagoon Sludge Report

The Committee reviewed the Lagoon Sludge Report from OCWA. The CAO advised that Council had previously allocated funds from the budget to test a new product to remove the sludge, however this was not completed and OCWA is recommending we explore dredging. OCWA is obtaining costing to complete this and once received, staff will bring this costing to Council. The Committee passed the following motion:

Moved by Councillor Bowerman:

THAT we acknowledge receipt of the Ontario Clean Water Agencies Lagoon Sludge Report.

CARRIED

5.) Closed Session

Moved by Councillor Hooper:

THAT in accordance with By-law #02-02 as amended and Section 239 of the Municipal Act, as amended, the Committee proceeds to a Closed Session at 7:45 p.m. in order to attend to matters pertaining to:

- a.) Personal matters about an identifiable individual, including municipal employees.
- b.) Personal matters about an identifiable individual, including municipal employees.
- c.) Personal matters about an identifiable individual, including municipal employees.

CARRIED

Moved by Councillor Hooper:

THAT the Committee adjourns from the Closed Session at 8:50 p.m. and resumes the regular Committee meeting.

CARRIED

Moved by Councillor Hooper:

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

CARRIED



Chair: Brenda Reid



Recording Officer: Heidi Ferguson

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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, January 16th, 2024, at 7:00 p.m.

Present: Mayor Brenda Reid
Councillor Dwayne Elliott
Councillor Janice Bowerman
Councillor Jennifer Hooper

Staff: Alton Hobbs, CAO
Heidi Ferguson, Clerk
Deb MacDonald, Treasurer/Deputy CAO
Freda Bond, Tax & Utility Manager
Crystal Lentir, Administrative Assistant
Jackie White, PEC

Public: Two members of the public attended the meeting at 7:04 p.m. and then left shortly after.

Regrets: Councillor Robert Maguire

OPENING:

#01-01-2024 J. Bowerman- D. Elliott

THAT the Regular Meeting of the Council of the Corporation of the Township of Assiginack be opened for business at 7:00 p.m., with a quorum of members present, with Mayor Reid presiding in the Chair.

CARRIED

The Land Acknowledgement was read.

AGENDA:

#02-01-2024 J. Hooper – J. Bowerman

THAT we amend the agenda to remove item 8a.) By-law 2024-01: Minimum Standards for Municipal Highways and add item 9e.) Personal matters about an identifiable individual, including municipal employees and we approve the amended agenda.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST:

Mayor Reid disclosed a Pecuniary Interest with item #6b.) Payroll, as her husband Walter worked at the Landfill. She did not participate in the discussion, influence the vote, or vote on the matter, as she vacated the Chair for this vote.

Councillor Hooper disclosed a Pecuniary Interest with item # 6f.) Request for a Donation- Manitoulin Metal Robotics Team, as her son is on the team. She did

not participate in the discussion, influence the vote, or vote on the matter, as she vacated the table for this vote.

ANNOUNCEMENTS:

None

ADOPTION OF MINUTES:

#03-01-2024 D. Elliott – J. Bowerman

THAT we approve the minutes of the Regular Meeting of Council of December 19, 2023.

CARRIED

DELEGATIONS:

NONE

REPORTS:

#04-01-2024 J. Hooper – J. Bowerman

THAT we accept the Public Works Report and thank the Public Works Superintendent for his report.

CARRIED

#05-01-2024 J. Bowerman – D. Elliott

THAT we accept the Arena Update and thank the Arena Manager for her report.

CARRIED

#06-01-2024 J. Hooper – D. Elliott

THAT we accept the PEC Update and thank the Project Events Coordinator for her report.

CARRIED

ACTION REQUIRED ITEMS:

#07-01-2024 D. Elliott – J. Bowerman

THAT we authorize the following Accounts for Payment: General \$ 438,323.20, pursuant to the attached Treasurer's Statement of Accounts.

CARRIED

#08-01-2024 J. Hooper – D. Elliott

THAT we authorize the following Accounts for Payment: Payroll \$ 92,934.33 pursuant to the attached Treasurer's Statement of Accounts.

CARRIED

NOTE: Due to Mayor Reid's previous disclosure of pecuniary interest, she vacated the Chair and Councillor Elliott called the vote on this matter.

#09-01-2024 J. Bowerman - D. Elliott

THAT we appoint Perry Newman as the staff Health and Safety Representative.

CARRIED

#10-01-2024 J. Hooper - D. Elliott

THAT we declare the municipal property located at 115 Arthur Street to be surplus to our needs and authorize staff to advertise the property for sale by tender.

CARRIED

#11-01-2024 D. Elliott - J. Bowerman

THAT we consent to receiving title of Parts 2 and 3 of Part Lot 32 Concession 6, Assiginack, Plan 31R3905 and we agree to have B.J. Allison act on our behalf to transfer this property to the Township at no cost.

CARRIED

#12-01-2024 J. Bowerman – D. Elliott

THAT we acknowledge receipt of the Manitoulin Metal Robotics Team request, and we will take their request into consideration during our 2024 Budget Deliberations.

CARRIED

NOTE: Due to Councillor Hooper's previous disclosure of pecuniary interest, she vacated the table and did not participate in this discussion or voting on this matter.

INFORMATION ITEMS:

#13-01-2024 J. Bowerman – D. Elliott

THAT we support Tay Township's request for the Province to provide Cemetery Management Support.

CARRIED

#14-01-2024 J. Hooper – D. Elliott

THAT we acknowledge receipt of the Ministry of Transportation's Winter Highway Maintenance Reference Information.

CARRIED

#15-01-2024 D. Elliott – J. Bowerman

THAT we acknowledge receipt of the Manitowaning Minor Hockey Executive's request, and we will take these items into consideration during our 2024 Budget Deliberations.

CARRIED

#16-01-2024 J. Hooper – J. Bowerman

THAT we acknowledge receipt of the Manitoulin Phragmites Project results of 2023 Work Report.

CARRIED

BY-LAWS:

#17-01-2024 J. Bowerman – D. Elliott

THAT By-law 2024-02, being a by-law to establish a Cemeteries Advisory Committee and confirm the Terms of Reference be given a first, second, third and final reading and enacted in Open Council.

CARRIED

#18-01-2024 J. Hooper – J. Bowerman

THAT By-law 2024-03, being a by-law to appoint a Drainage Superintendent, pursuant to the Drainage Act, R.S.O. 1990, be given a first, second, third and final reading and enacted in Open Council.

CARRIED

CLOSED SESSION:

#19-01-2024 D. Elliott – J. Bowerman

THAT in accordance with By-law 02-02 and Section 239 of the Municipal Act, as amended, Council proceed to a Closed Session at 7:26 p.m. in order to attend to the matters pertaining to:

- a.) Personal matters about an identifiable individual, including municipal employees.
- b.) The security of the property of the municipality.
- c.) Personal matters about an identifiable individual, including municipal employees.
- d.) Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- e.) Personal matters about an identifiable individual, including municipal employees.

CARRIED

#20-01-2024 J. Hooper – J. Bowerman

THAT we adjourn from Closed Session at 8:32 p.m., accept the minutes of the previous closed session, and resume our Regular Meeting.

CARRIED

CLOSING:

#21-04-2024 J. Bowerman – D. Elliott

THAT we adjourn at 8:33 p.m. until the next regular meeting or call of the Chair.

CARRIED

Brenda Reid, MAYOR

Heidi Ferguson, CLERK

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PUBLIC WORKS REPORT FEB 16, 2023

-over the last several weeks we have experienced a wide range of weather. These included any where from back-to-back major snowstorms to unseasonal high warm temperatures to very cold.

-as a result, we had a great deal to deal with as far as maintenance is concerned

-snow removal

-plowing, sanding

-patching

-steaming

-ditch cleanout

-tree removal

-dump cleanup

- we were also able to spend time doing routine maintenance on equipment. Oil changes, grease, fuel filters etc.

- we fixed another major water leak in Sunsite resulting in a savings of over 50 % usage

-we replaced temporary fencing at High Falls as this park will be opened before permanent fencing can be installed

- we put half loading into effect on Feb 5 and installed signs

- we replaced many faded or damaged road signs

- The ever-changing weather patterns brings many unforeseen situations as frost is driven in and brought back out. Unfortunately, spring like weather does not mean its spring and we are preparing for several more weeks of winter.

Ron Cooper




Memo

To: Council
From: Jackie White
cc:
Date: February 12, 2024
Re: January update - Arena

This past month saw the final week of holidays with free public skating and sponge puck thanks to generous sponsors.

January totals for public skating were 156 users, and for sponge puck 35 youth.



Assiginack Public School hosted their first hockey tournament here with 5 schools putting in teams. 4 from the island and one from Espanola. A shout out to Becky Stewart and her team of volunteers who ran an exceptionally organized and well run tournament.

Summary of Hours for January shows ice pad used 166.50 with breakdown below:

3 hrs free holiday skating

3 hrs free holiday sponge puck

Public skating – 3 sessions

Sponge Puck – 2 sessions

Ice rentals – 35

Manitoulin Can Skate – 3 sessions

Mens hockey – 5 sessions, approx. 10-20 guys each time

Little Current MHA – 19 hours: 9 hours practice, 10 hours games, approx. 200-250 in facility on game day

APS practices – 2

APS hockey tournament -10 hours, approx. 200 people in facility, 5 teams



Manitowaning MHA breakdown by team, this will be weekly practices and games:

U7 – 6 hours

U9 – 9 hours

U11 – 13.5 hours

U13 – 13.5 hours

U15 – 9 hours

U18- 12 hours

Practices will have approximately 10-14 youth on the ice with 2-3 bench staff.

Sunday is game day with around 250-400 people in facility.

During the winter months of November to March, between users of the atrium, and activity room combined with the ice use, the Township is averaging 850 people per week in the facility.

Respectfully submitted,

Jackie White

Memo

To: Council
From: Jackie White
cc:
Date: February 12, 2024
Re: January update - PEC

January breakdown

Atrium was used for 32 hours

Activity room used for 11 hours

Event	# Sessions	#Attend
Adult Sew	1	2, 2 were sick
Threads Club	4	3, 1 sick
Cook Club	4	4
Sr Fitness	8	4-6 weekly
Sr Drop In	5	15-20 weekly

Stephanie from PHSD came and spoke about medication management and fall prevention during the Senior Drop In.

Meetings have taken place with the Assiginack Winter Wonders committee, a sub committee of the Parks and Rec Committee, work on advertising, gathering prizes etc.

Attended Food Securities meeting.

The Township partnered with the 1st Manitowaning Girl Guides in their candlelight walk at McLeans Park. A shout out to the crew and especially Amelia Wood for the work involved in this event. The Township donated hot chocolate and lent snowshoes and helped with advertising. It was an absolutely gorgeous walk. It was great to see the park used in such a unique way and plans are underway for next year.

The Fire Dept. and PEC postponed the fireworks and night sliding due to lack of snow, hoping to have it later this season.

Respectfully submitted,

Jackie White

Memo

GERRY STRONG
TOWNSHIP OF ASSIGINACK
BUILDING@ASSIGINACK.CA

Date: Monday, January 29, 2024.
To: Township of Assiginack
c/o Alton Hobbs, CAO & Council
Re: 2023 Building Permit Report

Please find the attached 2023 Building Permit breakdown. In summary we have issued 39 permits including the construction of eight (8) new residential homes this past year. There were two Assessment Permits issued to MPAC and a number of buildings identified through Bylaw Enforcement as having been constructed without a permit. These will be handled individually and may require either orders with applications, assessment permits issued to MPAC and/or potential future legal action.

Qty and Type of Permit	Total Structure Valuation	Total Square Footage	Permit Fees Collected
8 New Residential Home (with/without other)	\$ 3,099,263.00	19,093	\$ 32,025.63
9 New Accessory	\$ 941,900.00	9,482	\$ 12,404.40
7 New Seasonal Cottages	\$ 1,605,950.00	10,346	\$ 19,943.40
3 Demo	\$ -	-	\$ 200.00
6 Renovations / additions	\$ 625,600.00	3,662	\$ 7,843.20
2 Assessment Permits			\$ 1,200.00
41 Subtotal	\$ 6,272,713.00	44,213	\$ 73,616.63
		Less Collected Fees Allocated to 2024	\$ 2,000.00
		Total Revenue for 2023 Permits and Fines	\$ 71,616.63

Kind Regards,

Gerry Strong, Chief Building Official

building@assiginack.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 0033909 0033938
 Cheque Date First Last
Sort By: Cheque Number

Distribution Types Included: All

ChqNo:	Date:	Vendor:	Amount:
0033909	2024-02-12	ALLEN'S AUTOMOTIVE GROUP	\$1,385.11
InvNo: 835881	InvDesc: hydraulic oil (landfill)	InvAmt: \$440.90	
InvNo: 831618	InvDesc: repair chainsaw	InvAmt: \$213.81	
InvNo: 837308	InvDesc: hydraulic oil	InvAmt: \$255.98	
InvNo: 496837	InvDesc: filters (loader)	InvAmt: \$70.32	
InvNo: 496784	InvDesc: fuel filter	InvAmt: \$30.61	
InvNo: 494798	InvDesc: rear lights #16	InvAmt: \$91.58	
InvNo: 836196	InvDesc: hydraulic oil	InvAmt: \$255.98	
InvNo: 013124	InvDesc: service chgs	InvAmt: \$25.93	
0033910	2024-02-12	ARCHER ADVERTISING	\$1,284.52
InvNo: 7668	InvDesc: admin-windowed envelopes	InvAmt: \$428.21	
InvNo: 7667	InvDesc: admin-laser cheques	InvAmt: \$856.31	
0033911	2024-02-12	CEDAR CHALET	\$215.83
InvNo: 43-23	InvDesc: arena-pizza for canteen	InvAmt: \$215.83	
0033912	2024-02-12	COMPUTREK	\$1,564.42
InvNo: 29025	InvDesc: feb remote server mgmt	InvAmt: \$1,486.11	
InvNo: 28974	InvDesc: jan offsite backup storage	InvAmt: \$78.31	
0033913	2024-02-12	G. STEPHEN WATT, BARRISTER	\$889.88
InvNo: 4198	InvDesc: genera legal	InvAmt: \$889.88	
0033914	2024-02-12	ENTANDEM	\$266.09
InvNo: 391852	InvDesc: arena-2024 socan lic	InvAmt: \$266.09	
0033915	2024-02-12	GERRY STRONG	\$234.62
InvNo: FEB 12 2024	InvDesc: bldg insp mileage	InvAmt: \$234.62	
0033916	2024-02-12	GFL ENVIRONMENTAL INC 2019	\$5,267.79
InvNo: G00000031936	InvDesc: jan recycling transport	InvAmt: \$5,267.79	
0033917	2024-02-12	HYDRO ONE NETWORKS INC.	\$6,852.21
InvNo: JAN 26 2024 LAGOON	InvDesc: lagoon	InvAmt: \$3,749.95	
InvNo: FEB 2 2024 DEPOT	InvDesc: recycling depot (actual read.)	InvAmt: \$1,092.97	
InvNo: FEB 2 2024 ARENA	InvDesc: arena	InvAmt: \$835.42	
InvNo: JAN 31 2024 PW	InvDesc: pw	InvAmt: \$832.70	
InvNo: JAN 31 2024 HERITAGE	InvDesc: heritage park	InvAmt: \$76.67	

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

InvNo: FEB 8 2024 CLVR VALL InvDesc: clvr valley schoolhouse InvAmt: \$29.89

InvNo: FEB 5 2024 OFFICE InvDesc: mun.office InvAmt: \$234.61

ChqNo:	Date:	Vendor:	Amount:
0033918	2024-02-12	JACKIE WHITE	\$13.47

InvNo: 2024/01/25 InvDesc: pec-cook club supplies reimb InvAmt: \$13.47

ChqNo:	Date:	Vendor:	Amount:
0033919	2024-02-12	MANITOWANING MILL & HOME BUILDING CENTRE	\$200.40

InvNo: 0290565 InvDesc: info booth - lights InvAmt: \$35.02

InvNo: 0290909 InvDesc: po-g.bags/broom/cleaner InvAmt: \$88.59

InvNo: 0290910 InvDesc: lib bldg - toilet brush InvAmt: \$40.66

InvNo: 0290911 InvDesc: office-cleaning supplies InvAmt: \$36.13

ChqNo:	Date:	Vendor:	Amount:
0033920	2024-02-12	MANITOULIN EXPOSITOR	\$228.76

InvNo: 119149 InvDesc: advertising InvAmt: \$137.26

InvNo: 119248 InvDesc: advertising-summer students InvAmt: \$91.50

ChqNo:	Date:	Vendor:	Amount:
0033921	2024-02-12	MANITOULIN PLANNING BOARD	\$9,581.83

InvNo: 2024 INTERIM InvDesc: 2024 interim requisition InvAmt: \$9,581.83

ChqNo:	Date:	Vendor:	Amount:
0033922	2024-02-12	MANITOWANING PHARMACY	\$56.81

InvNo: 305997 InvDesc: admin/bylaw-batteries InvAmt: \$56.81

ChqNo:	Date:	Vendor:	Amount:
0033923	2024-02-12	MANITOWANING FRESHMART	\$166.96

InvNo: 00240098 InvDesc: pec-cooking club supplies InvAmt: \$19.86

InvNo: 00238388 InvDesc: pec-cook club supplies InvAmt: \$15.33

InvNo: 00238656 InvDesc: pw-water/cream/ InvAmt: \$35.53

InvNo: 00235264 InvDesc: pw-coffee InvAmt: \$51.99

InvNo: 00062897 InvDesc: arena-canteen supplies InvAmt: \$32.18

InvNo: 00240638 InvDesc: admin-kitchen supplies InvAmt: \$12.07

ChqNo:	Date:	Vendor:	Amount:
0033924	2024-02-12	MCDUGALL FUELS	\$447.80

InvNo: 6987270CORRECT InvDesc: po/bnk-propane (correction) InvAmt: \$100.00

InvNo: 7005487 InvDesc: arena-propane InvAmt: \$66.52

InvNo: 7010182 InvDesc: arena-propane InvAmt: \$281.28

ChqNo:	Date:	Vendor:	Amount:
0033925	2024-02-12	NEW NORTH FUELS INC	\$1,091.48

InvNo: 677736 InvDesc: pw-diesel InvAmt: \$70.25

InvNo: 677735 InvDesc: pw-dyed diesel InvAmt: \$1,021.23

ChqNo:	Date:	Vendor:	Amount:
0033926	2024-02-12	NORTH EASTERN MANITOULIN & THE ISLANDS	\$3,272.00

InvNo: IVC0010766 InvDesc: 2023 tourist info centre share InvAmt: \$3,272.00

ChqNo:	Date:	Vendor:	Amount:
0033927	2024-02-12	NORTHERN 911	\$462.62

InvNo: 2126-02012024 InvDesc: feb 911 dispatch InvAmt: \$462.62

ChqNo:	Date:	Vendor:	Amount:
0033928	2024-02-12	OLD DUTCH FOODS LTD	\$306.86

InvNo: 41914763 InvDesc: arena-chips for canteen InvAmt: \$212.82

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

InvNo: 41914736 InvDesc: arena-chips for canteen InvAmt: \$94.04

ChqNo:	0033929	Date:	2024-02-12	Vendor:	PERRY NEWMAN	Amount:	\$532.00
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InvNo: FEB 12 2024 InvDesc: bylaw mileage InvAmt: \$532.00

ChqNo:	0033930	Date:	2024-02-12	Vendor:	PITNEY WORKS	Amount:	\$2,280.60
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InvNo: 02/04/2024 InvDesc: postage meter refill InvAmt: \$2,280.60

ChqNo:	0033931	Date:	2024-02-12	Vendor:	RECEIVER GENERAL	Amount:	\$36,863.44
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InvNo: JAN 2024 InvDesc: jan source deductions InvAmt: \$36,863.44

ChqNo:	0033932	Date:	2024-02-12	Vendor:	SIMALAM	Amount:	\$1,073.50
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InvNo: 1521 InvDesc: website maint/hosting-nov-apr InvAmt: \$1,073.50

ChqNo:	0033933	Date:	2024-02-12	Vendor:	KELLIE ROBINSON	Amount:	\$400.00
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InvNo: 1 InvDesc: pec-zumba instfeb.4-mar.10 InvAmt: \$400.00

ChqNo:	0033934	Date:	2024-02-12	Vendor:	THOMPSON ELECTRIC	Amount:	\$2,205.20
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InvNo: 5181 InvDesc: arena-heater repairs/lights InvAmt: \$1,825.80

InvNo: 5182 InvDesc: lib bldg-repair outdr lights InvAmt: \$379.40

ChqNo:	0033935	Date:	2024-02-12	Vendor:	WAT SUPPLIES	Amount:	\$1,627.74
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InvNo: 300621 InvDesc: po-t.tissue/p.twls/urinal puck InvAmt: \$307.22

InvNo: 300620 InvDesc: office-t.tissue/p.twls/g.bags InvAmt: \$319.82

InvNo: 300001 InvDesc: skid of ice melt (var.bldgs) InvAmt: \$1,135.27

ChqNo:	0033936	Date:	2024-02-12	Vendor:	WINDOWS UNLIMITED	Amount:	\$3,713.71
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InvNo: 2024-47 InvDesc: garb.pickup/parks/ InvAmt: \$3,713.71

ChqNo:	0033937	Date:	2024-02-12	Vendor:	WISHART LAW FIRM LLP	Amount:	\$1,892.75
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InvNo: 165842 InvDesc: legal issues InvAmt: \$1,892.75

ChqNo:	0033938	Date:	2024-02-12	Vendor:	XEROX CANADA LTD.	Amount:	\$237.35
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InvNo: 85779993 InvDesc: monthly copier usage InvAmt: \$237.35

*** End of Report ***

Report Total:

\$84,615.76

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 0033809 0033848
 Cheque Date First Last

Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	Date:	Vendor:	Amount:
0033809	2024-01-15	ALLEN'S AUTOMOTIVE GROUP	\$2,740.67
InvNo: 494608	InvDesc: lights #6	InvAmt: \$146.89	
InvNo: 494609	InvDesc: lights (bumble bee)#16	InvAmt: \$308.12	
InvNo: 835292	InvDesc: hydraulic oil	InvAmt: \$265.78	
InvNo: 834997	InvDesc: 5w30	InvAmt: \$50.09	
InvNo: 834800	InvDesc: chainsaw bar & chain	InvAmt: \$33.49	
InvNo: 834717	InvDesc: hydraulic oil	InvAmt: \$369.86	
InvNo: 834192	InvDesc: rv antifreeze (marina)	InvAmt: \$28.43	
InvNo: 833942	InvDesc: oil hydraulic (g.truck)	InvAmt: \$255.98	
InvNo: 487875	InvDesc: light #2	InvAmt: \$45.79	
InvNo: 833751	InvDesc: rdh oil #13	InvAmt: \$129.58	
InvNo: 487546	InvDesc: light #2	InvAmt: \$45.79	
InvNo: 833482	InvDesc: pails of oil #13&g.truck	InvAmt: \$679.41	
InvNo: 493982	InvDesc: lamp kit #6	InvAmt: \$244.07	
InvNo: 836276	InvDesc: ledbulb #6	InvAmt: \$47.96	
InvNo: 3197 DEC 2023	InvDesc: s.chgs	InvAmt: \$1.62	
InvNo: 3196 DEC 2023	InvDesc: s.chgs	InvAmt: \$87.81	
0033810	2024-01-15	ANP OFFICE SUPPLY	\$92.43
InvNo: 02671	InvDesc: gloves/pliers	InvAmt: \$92.43	
0033811	2024-01-15	ASSIGINACK VOLUNTEER FIRE DEPT. ASSOCIATI	\$1,600.00
InvNo: 2023 DUES	InvDesc: 2023 dues	InvAmt: \$1,600.00	
0033812	2024-01-15	B.A.M.M.-BRENDAN ADDISON MOBILE MECHANIC/	\$8,530.37
InvNo: 3713	InvDesc: repair fan#16	InvAmt: \$211.88	
InvNo: 3695	InvDesc: replace clutch #16	InvAmt: \$6,493.10	
InvNo: 3499	InvDesc: replace clutch fan #7	InvAmt: \$1,825.39	
0033813	2024-01-15	BEACON IMAGES	\$125.66
InvNo: 5311	InvDesc: tob.hill canteen signage	InvAmt: \$125.66	
0033814	2024-01-15	BELL CANADA	\$14.91
InvNo: 2024 01 01	InvDesc: toll free line	InvAmt: \$14.91	
0033815	2024-01-15	BJ'S & ADDISONS	\$463.30

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

InvNo: 131232 InvDesc: tires on rims (6) InvAmt: \$463.30

ChqNo	Date	Vendor	Amount
0033816	2024-01-15	CEDAR CHALET	\$180.80

InvNo: #01-24 InvDesc: arena-pizza for canteen InvAmt: \$180.80

ChqNo	Date	Vendor	Amount
0033817	2024-01-15	CRD CREIGTON	\$10,324.88

InvNo: S270637 InvDesc: plow blades/wing blades/shoes InvAmt: \$8,337.39

InvNo: S272551 InvDesc: front tire chains (3) InvAmt: \$1,987.49

ChqNo	Date	Vendor	Amount
0033818	2024-01-15	EASTLINK	\$2,074.61

InvNo: 21146849 InvDesc: consolidated tele. billing InvAmt: \$2,074.61

ChqNo	Date	Vendor	Amount
0033819	2024-01-15	G. STEPHEN WATT, BARRISTER	\$2,412.55

InvNo: 4185 InvDesc: general legal InvAmt: \$2,412.55

ChqNo	Date	Vendor	Amount
0033820	2024-01-15	FALCON COMMUNICATIONS LTD.	\$463.30

InvNo: 8924 InvDesc: fd-battery backup InvAmt: \$463.30

ChqNo	Date	Vendor	Amount
0033821	2024-01-15	GERRY STRONG	\$234.62

InvNo: JAN 15 2024 InvDesc: bldg insp mileage InvAmt: \$234.62

ChqNo	Date	Vendor	Amount
0033822	2024-01-15	GEL ENVIRONMENTAL INC 2019	\$7,023.72

InvNo: G000000031450 InvDesc: dec recyl.transport InvAmt: \$7,023.72

ChqNo	Date	Vendor	Amount
0033823	2024-01-15	HYDRO ONE NETWORKS INC.	\$7,207.77

InvNo: JAN 3 2024 DEPOT InvDesc: recyl.depot InvAmt: \$71.70

InvNo: JAN 3 2024 HERITAGE InvDesc: heritage park InvAmt: \$64.45

InvNo: JAN 3 2024 PW InvDesc: pw InvAmt: \$629.36

InvNo: JAN 3 2024 ICE PLANT InvDesc: arena ice plant InvAmt: \$3,294.02

InvNo: JAN10 2024 SCHOOHSE InvDesc: clvr valley schoolhouse InvAmt: \$34.01

InvNo: JAN 8 2024 OFFICE InvDesc: mun office InvAmt: \$229.97

InvNo: DEC 28 2023 LAGOON InvDesc: lagoon InvAmt: \$2,281.14

InvNo: DEC 28 2023 LITESQ InvDesc: street lites InvAmt: \$603.12

ChqNo	Date	Vendor	Amount
0033824	2024-01-15	JACKIE WHITE	\$257.10

InvNo: JAN 10 2024 InvDesc: pec-reimb supplies InvAmt: \$162.66

InvNo: JAN 6 2024 InvDesc: pec-remib supplies InvAmt: \$94.44

ChqNo	Date	Vendor	Amount
0033825	2024-01-15	JOHN MASTELKO	\$254.23

InvNo: 2023/2024 SAFETYGEAR InvDesc: arena-reib.helmet/boots InvAmt: \$254.23

ChqNo	Date	Vendor	Amount
0033826	2024-01-15	MANITOWANING MILL & HOME BUILDING CENTRE	\$640.82

InvNo: 0290925 InvDesc: admin-heaters InvAmt: \$338.94

InvNo: 0287613 InvDesc: torch kit InvAmt: \$42.00

InvNo: 0287070 InvDesc: coffee InvAmt: \$60.66

InvNo: 0287926 InvDesc: extractor set (landfill) InvAmt: \$38.27

InvNo: 0288190 InvDesc: wire connectors (info booth) InvAmt: \$23.48

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

InvNo: 0285444 InvDesc: plywood 1/2 inch InvAmt: \$48.57
InvNo: 0284633 InvDesc: light bulbs InvAmt: \$28.24
InvNo: 0284375 InvDesc: coffee InvAmt: \$60.66

ChqNo:	Date:	Vendor:	Amount:
0033827	2024-01-15	MANITOWANING FRESHMART	\$93.59
InvNo: 00233921	InvDesc: office - tea	InvAmt: \$9.58	
InvNo: 00232778	InvDesc: pw-water/coffee	InvAmt: \$52.12	
InvNo: 00234948	InvDesc: pec-cooking class supp	InvAmt: \$31.89	

ChqNo:	Date:	Vendor:	Amount:
0033828	2024-01-15	MANITOULIN SMALL ENGINE & MARINE	\$398.22
InvNo: JAN 10 2024	InvDesc: lib bldg-snowblower maintenanc	InvAmt: \$398.22	

ChqNo:	Date:	Vendor:	Amount:
0033829	2024-01-15	MCDUGALL FUELS	\$5,757.23
InvNo: 6944170	InvDesc: arena-propane	InvAmt: \$600.11	
InvNo: 6941090	InvDesc: arena-propane	InvAmt: \$225.02	
InvNo: 6954015	InvDesc: arena-propane	InvAmt: \$22.76	
InvNo: 6954016	InvDesc: arena-propane	InvAmt: \$2,450.94	
InvNo: 6954210	InvDesc: pw/fd-propane	InvAmt: \$2,523.61	

ChqNo:	Date:	Vendor:	Amount:
0033830	2024-01-15	MESSER CANADA INC	\$790.61
InvNo: 2106797490	InvDesc: pw-oxygen/acetylene	InvAmt: \$790.61	

ChqNo:	Date:	Vendor:	Amount:
0033831	2024-01-15	MHBC PLANNING LIMITED	\$978.58
InvNo: 5032231	InvDesc: zoning bylaw prep	InvAmt: \$978.58	

ChqNo:	Date:	Vendor:	Amount:
0033832	2024-01-15	MSC INDUSTRIAL SUPPLY ULC	\$205.30
InvNo: 6531719003	InvDesc: safety flags	InvAmt: \$205.30	

ChqNo:	Date:	Vendor:	Amount:
0033833	2024-01-15	NEW NORTH FUELS INC	\$1,723.55
InvNo: 675254	InvDesc: pw-dyed diesel	InvAmt: \$765.03	
InvNo: 675264	InvDesc: pw-diesel	InvAmt: \$958.52	

ChqNo:	Date:	Vendor:	Amount:
0033834	2024-01-15	PAUL METHNER	\$1,100.00
InvNo: #2023-12-30	InvDesc: dec animal control	InvAmt: \$1,100.00	

ChqNo:	Date:	Vendor:	Amount:
0033835	2024-01-15	PERRY NEWMAN	\$564.20
InvNo: JAN 15 2024	InvDesc: bylaw mileage	InvAmt: \$564.20	

ChqNo:	Date:	Vendor:	Amount:
0033836	2024-01-15	RAINBOW DISTRICT SCHOOL BOARD	\$86,304.47
InvNo: 2023 4TH QTR	InvDesc: 2023 4th qtr req	InvAmt: \$86,304.47	

ChqNo:	Date:	Vendor:	Amount:
0033837	2024-01-15	RALE ISLAND TRUCK PARTS	\$240.69
InvNo: 15624	InvDesc: def fluid	InvAmt: \$240.69	

ChqNo:	Date:	Vendor:	Amount:
0033838	2024-01-15	RHEAL RZADKIEWICZ	\$150.00
InvNo: 11142023	InvDesc: reimb workboots	InvAmt: \$150.00	

ChqNo:	Date:	Vendor:	Amount:
0033839	2024-01-15	TOM HUGHSON	\$250.00
InvNo: OCT 2023	InvDesc: oct livestock calls	InvAmt: \$125.00	

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

InvNo: JAN 2024 InvDesc: jan livestock call InvAmt: \$125.00

ChqNo:	0033840	Date:	2024-01-15	Vendor:	LES HUGHSON	Amount:	\$1,469.44
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InvNo: JULY 1 2023 InvDesc: owdcp claim (july'23) InvAmt: \$1,469.44

ChqNo:	0033841	Date:	2024-01-15	Vendor:	PHOENIX EMERGENCY MANAGEMENT LOGIC	Amount:	\$3,390.00
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InvNo: 2024-11-01 InvDesc: 2023 4th qtr InvAmt: \$3,390.00

ChqNo:	0033842	Date:	2024-01-15	Vendor:	VERSUS BUSINESS FORMS & LABELS	Amount:	\$1,163.04
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InvNo: 52725 InvDesc: tax bill forms InvAmt: \$1,163.04

ChqNo:	0033843	Date:	2024-01-15	Vendor:	WAT SUPPLIES	Amount:	\$1,135.27
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InvNo: 297609 InvDesc: skid of ice melt (var.bldgs) InvAmt: \$1,135.27

ChqNo:	0033844	Date:	2024-01-15	Vendor:	WHITE'S SHELL	Amount:	\$1,174.17
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InvNo: 3829 InvDesc: lib bldg-gas snowblower InvAmt: \$20.00

InvNo: 3823 InvDesc: pw-gas #8 InvAmt: \$164.00

InvNo: 3830 InvDesc: pw-gas #8 InvAmt: \$130.00

InvNo: 3811 InvDesc: pw-gas #8 InvAmt: \$40.00

InvNo: 3809 InvDesc: pw-gas #8 InvAmt: \$120.00

InvNo: 3763 InvDesc: pw-gas InvAmt: \$38.00

InvNo: 3764 InvDesc: pw-gas #8 InvAmt: \$109.00

InvNo: 3768 InvDesc: arena-gas edger InvAmt: \$13.00

InvNo: 3782 InvDesc: pw-gas #8 InvAmt: \$166.00

InvNo: 3777 InvDesc: pw-gas #8 InvAmt: \$191.17

InvNo: 3790 InvDesc: pw-gas #8 InvAmt: \$183.00

ChqNo:	0033845	Date:	2024-01-15	Vendor:	WINDOWS UNLIMITED	Amount:	\$3,290.24
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InvNo: 312270 InvDesc: po/admin/lib cleaning InvAmt: \$3,290.24

ChqNo:	0033846	Date:	2024-01-15	Vendor:	WOOD WYANT CANADA INC	Amount:	\$345.78
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InvNo: 197241 InvDesc: arena-floor mach. mainte InvAmt: \$345.78

ChqNo:	0033847	Date:	2024-01-15	Vendor:	WORKPLACE SAFETY & INSURANCE BOARD	Amount:	\$8,908.67
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InvNo: OCT-DEC 2023 InvDesc: oct-dec wsib contributions InvAmt: \$8,908.67

ChqNo:	0033848	Date:	2024-01-15	Vendor:	XEROX CANADA LTD.	Amount:	\$205.45
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InvNo: 85775152 InvDesc: monthly copier usage InvAmt: \$205.45

*** End of Report ***

Report Total:

\$164,280.23

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 0033858 0033886
 Cheque Date First Last
Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	Date:	Vendor:	Amount:
0033858	2024-01-29	ARCHER ADVERTISING	\$107.80
InvNo: 7662	InvDesc: lib bldg-vet.wall name plates	InvAmt: \$107.80	
0033859	2024-01-29	CEDAR CHALET	\$230.80
InvNo: WNTR CARNIVAL 2024	InvDesc: pec-winter carnival prizes	InvAmt: \$50.00	
InvNo: #03-24	InvDesc: arena-pizza for canteen	InvAmt: \$180.80	
0033860	2024-01-29	CITY OF GREATER SUDBURY	\$2,152.33
InvNo: 00131356	InvDesc: nov recy. material	InvAmt: \$1,269.94	
InvNo: 00131423	InvDesc: dec recyl.material	InvAmt: \$882.39	
0033861	2024-01-29	DIAMOND SOFTWARE INC.	\$3,322.20
InvNo: 401269	InvDesc: 2023 yr end software update	InvAmt: \$3,322.20	
0033862	2024-01-29	EASTLINK	\$155.84
InvNo: JAN 10 2024 MARINA	InvDesc: marina0dsl	InvAmt: \$77.92	
InvNo: JAN 10 2024 PW	InvDesc: pw-dsl	InvAmt: \$77.92	
0033863	2024-01-29	ELWIN SHAW	\$5,710.00
InvNo: 207	InvDesc: var.locations-potty serv/renta	InvAmt: \$5,710.00	
0033864	2024-01-29	EXP SERVICES INC.	\$7,637.28
InvNo: 789052	InvDesc: mtg wtp capacity assess.	InvAmt: \$451.21	
InvNo: 794544	InvDesc: landfill eca	InvAmt: \$4,703.63	
InvNo: 784265	InvDesc: landfill eca (nov)	InvAmt: \$2,482.44	
0033865	2024-01-29	GERRY STRONG	\$234.62
InvNo: JAN 29 2024	InvDesc: bldg insp mileage	InvAmt: \$234.62	
0033866	2024-01-29	HYDRO ONE NETWORKS INC.	\$8,438.35
InvNo: JAN 15 2024 QNSPRK	InvDesc: queens park	InvAmt: \$42.61	
InvNo: JAN 19 2024 LIB BLDG	InvDesc: lib bldg	InvAmt: \$681.89	
InvNo: JAN 19 2024 DOCKS	InvDesc: marina docks	InvAmt: \$144.18	
InvNo: JAN 19 2024 ARENA	InvDesc: arena	InvAmt: \$865.07	
InvNo: JAN 19 2024 TENNIS	InvDesc: tennis courts	InvAmt: \$29.86	
InvNo: JAN 19 2024 SS WTP	InvDesc: ss wtp	InvAmt: \$29.86	
InvNo: JAN 19 2024 SHWRHSE	InvDesc: marina showerhouse	InvAmt: \$29.93	
InvNo: JAN 19 2024 INFO BTH	InvDesc: info booth	InvAmt: \$266.73	
InvNo: JAN 19 2024 PO/BNK	InvDesc: po/bank	InvAmt: \$598.59	

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

InvNo: JAN 23 2024 MTG WTP InvDesc: mtg wtp InvAmt: \$5,749.63

ChqNo	Date	Vendor	Amount
0033867	2024-01-29	JACKIE WHITE	\$547.43
InvNo: 1018		arena-reimb freight cost (blids	InvAmt: \$60.00
InvNo: 701-925-196-4405843		pec-reimb.supplies	InvAmt: \$68.45
InvNo: 67		arena-reimb.zamb.blade sharp.	InvAmt: \$237.30
InvNo: JAN 19 2024		pec-reimb supplies	InvAmt: \$87.80
InvNo: 1023		arena-reimb.freight (blades)	InvAmt: \$60.00
InvNo: 701-9764428-8957056		pec-reimb.supplies	InvAmt: \$33.88

ChqNo	Date	Vendor	Amount
0033868	2024-01-29	MANITOWANING FRESHMART	\$120.70
InvNo: 00236797		admin-water refill	InvAmt: \$3.99
InvNo: 00062405		arena-canteen supplies	InvAmt: \$49.46
InvNo: 00236719		pec-cook.club supplies	InvAmt: \$67.25

ChqNo	Date	Vendor	Amount
0033869	2024-01-29	MANITOULIN SMALL ENGINE & MARINE	\$249.34
InvNo: JAN 23 2024		lib.bldg-snowblwr repair	InvAmt: \$167.81
InvNo: JAN 24 2024		lib bldg-snowblower repairs	InvAmt: \$81.53

ChqNo	Date	Vendor	Amount
0033870	2024-01-29	MCDUGALL FUELS	\$66.06
InvNo: 6962940		arena-propane	InvAmt: \$25.62
InvNo: 6971124		arena-propane	InvAmt: \$40.44

ChqNo	Date	Vendor	Amount
0033871	2024-01-29	METAL AIR MECHANICAL SYSTEMS	\$26,017.44
InvNo: J001282		arena-control panel prog#1	InvAmt: \$20,416.28
InvNo: W21929		arena-compressor repairs	InvAmt: \$2,560.32
InvNo: W21930		arena-trblsht ice plnt temp.	InvAmt: \$1,570.14
InvNo: W21931		arena-replace broken pump coup	InvAmt: \$1,470.70

ChqNo	Date	Vendor	Amount
0033872	2024-01-29	MHBC PLANNING LIMITED	\$4,043.71
InvNo: 5032512		zoning bylaw	InvAmt: \$4,043.71

ChqNo	Date	Vendor	Amount
0033873	2024-01-29	NEW NORTH FUELS INC	\$7,069.94
InvNo: 676171		po-furnace oil	InvAmt: \$747.21
InvNo: 676170		admin-furnace oil	InvAmt: \$670.64
InvNo: 676132		pw-diesel	InvAmt: \$1,805.03
InvNo: 676844		pw-dyed diesel	InvAmt: \$1,159.05
InvNo: 676845		pw-diesel	InvAmt: \$1,284.98
InvNo: 676297		pw-diesel	InvAmt: \$1,403.03

ChqNo	Date	Vendor	Amount
0033874	2024-01-29	OLD DUTCH FOODS LTD	\$254.07
InvNo: 41914700		arena-chips for canteen	InvAmt: \$160.03

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

InvNo: 41914732 InvDesc: arena-chips for canteen InvAmt: \$94.04

ChqNo:	0033875	Date:	2024-01-29	Vendor:	ONTARIO CLEAN WATER AGENCY	Amount:	\$14,388.35
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InvNo: INV00000039286 InvDesc: ss wtp - heater InvAmt: \$2,845.23

InvNo: INV00000039290 InvDesc: mtg lift stn-repalce aer.motor InvAmt: \$6,861.94

InvNo: INV00000039287 InvDesc: ss wtp-fabricate press.rel.val InvAmt: \$3,921.18

InvNo: INV00000039288 InvDesc: mtg wtp-repl.clrwell level trn InvAmt: \$760.00

ChqNo:	0033876	Date:	2024-01-29	Vendor:	PERRY NEWMAN	Amount:	\$588.00
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InvNo: JAN 29 2024 InvDesc: bylaw mileage InvAmt: \$588.00

ChqNo:	0033877	Date:	2024-01-29	Vendor:	PETTY CASH	Amount:	\$150.00
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InvNo: WNTR CARNIVAL 2024 InvDesc: pec-snow sculpture prizes InvAmt: \$150.00

ChqNo:	0033878	Date:	2024-01-29	Vendor:	SUDBURY & DISTRICT HEALTH UNIT	Amount:	\$4,275.65
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InvNo: RC020035867 InvDesc: feb health unity levy InvAmt: \$4,275.65

ChqNo:	0033879	Date:	2024-01-29	Vendor:	DATAFIX	Amount:	\$903.00
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InvNo: 10452 InvDesc: elect.mgmt sys-pyt 2 InvAmt: \$932.25

ChqNo:	0033880	Date:	2024-01-29	Vendor:	Shana Everett	Amount:	\$100.00
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InvNo: EMAIL05/29 InvDesc: pec bake off winner InvAmt: \$100.00

ChqNo:	0033881	Date:	2024-01-29	Vendor:	CHRISTOPHER WHITE	Amount:	\$800.00
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InvNo: JAN 10 2024 InvDesc: fd-scrap cars re training InvAmt: \$800.00

ChqNo:	0033882	Date:	2024-01-29	Vendor:	RHONDA FULTON	Amount:	\$50.00
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InvNo: WNTR CARIVAL 2024 InvDesc: pec-winter carnival prizes InvAmt: \$50.00

ChqNo:	0033883	Date:	2024-01-29	Vendor:	WAT SUPPLIES	Amount:	\$109.79
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InvNo: 300238 InvDesc: arena-g.bags InvAmt: \$109.79

ChqNo:	0033884	Date:	2024-01-29	Vendor:	WHITE'S SHELL	Amount:	\$338.22
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InvNo: 27334 InvDesc: arena-zamboni maint InvAmt: \$270.53

InvNo: 27367 InvDesc: arena-grease (zamboni) InvAmt: \$67.69

ChqNo:	0033885	Date:	2024-01-29	Vendor:	WINDOWS UNLIMITED	Amount:	\$4,017.08
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InvNo: 33845 (312270) InvDesc: correction chq #0033845 InvAmt: \$363.42

InvNo: 312271 InvDesc: po/admin/lib cleaning InvAmt: \$3,653.66

ChqNo:	0033886	Date:	2024-01-29	Vendor:	WISHART LAW FIRM LLP	Amount:	\$67.80
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InvNo: 165606 InvDesc: general legal InvAmt: \$67.80

*** End of Report ***

Report Total:

\$92,145.80

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 0033887 0033900
 Cheque Date First Last
Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	Date:	Vendor:	Amount:
0033887	2024-01-30	ALLEN'S AUTOMOTIVE GROUP	\$725.45
InvNo: 492639	InvDesc: transmission oil filter #16	InvAmt: \$30.32	
InvNo: 492315	InvDesc: safety flags (landfill)	InvAmt: \$72.41	
InvNo: 493447	InvDesc: snow brush	InvAmt: \$11.29	
InvNo: 835459	InvDesc: plow markers	InvAmt: \$353.29	
InvNo: 492050	InvDesc: washer fluid	InvAmt: \$86.24	
InvNo: 492038	InvDesc: lights #2	InvAmt: \$46.06	
InvNo: 496012	InvDesc: antifreeze #16	InvAmt: \$102.69	
InvNo: 495997	InvDesc: cooling filter #16	InvAmt: \$23.15	
0033888	2024-01-30	B.A.M.M.-BRENDAN ADDISON MOBILE MECHANIC/	\$4,610.41
InvNo: 3661	InvDesc: certification #2	InvAmt: \$621.50	
InvNo: 3767	InvDesc: rebuild wing harness #2	InvAmt: \$2,657.77	
InvNo: 3662	InvDesc: certification/clutch #7	InvAmt: \$565.00	
InvNo: 3724	InvDesc: replace drive belt #16	InvAmt: \$766.14	
0033889	2024-01-30	C. PEARSON & SON EXCAVATION & HAULAGE	\$1,469.00
InvNo: 6687	InvDesc: excav/float rent (#16 stuck)	InvAmt: \$1,469.00	
0033890	2024-01-30	HYDRO ONE NETWORKS INC.	\$603.44
InvNo: JAN 24 2023 LITES	InvDesc: street lites	InvAmt: \$603.44	
0033891	2024-01-30	JACKIE WHITE	\$43.11
InvNo: JAN.26/2024	InvDesc: pec-kids cook club supplies	InvAmt: \$43.11	
0033892	2024-01-30	MANITOWANING MILL & HOME BUILDING CENTRE	\$216.42
InvNo: 0289457	InvDesc: outside lights (info booth)	InvAmt: \$138.13	
InvNo: 0289863	InvDesc: coffee/soap	InvAmt: \$71.95	
InvNo: 0288752	InvDesc: fence staples (banners0	InvAmt: \$2.06	
InvNo: 0288685	InvDesc: roller mills-screen	InvAmt: \$4.28	
0033893	2024-01-30	MANITOULIN EXPOSITOR	\$133.20
InvNo: 119105	InvDesc: advertising	InvAmt: \$133.20	
0033894	2024-01-30	MCDUGALL FUELS	\$3,459.27
InvNo: 6987211	InvDesc: arena-propane	InvAmt: \$626.18	
InvNo: 6985723	InvDesc: pw-propane	InvAmt: \$1,794.36	
InvNo: 6987310	InvDesc: mun.office-propane	InvAmt: \$269.93	

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

InvNo: 6987218 InvDesc: arena-propane InvAmt: \$47.28

InvNo: 6987270 InvDesc: po/bnk-propane InvAmt: \$721.52

ChqNo:	0033895	Date:	2024-01-30	Vendor:	MINISTER OF FINANCE	Amount:	\$22,612.00
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InvNo: 302401240854011 InvDesc: dec policing InvAmt: \$22,612.00

ChqNo:	0033896	Date:	2024-01-30	Vendor:	PURULATOR COURIER	Amount:	\$48.96
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InvNo: 455401680 InvDesc: admin-freight InvAmt: \$48.96

ChqNo:	0033897	Date:	2024-01-30	Vendor:	RALF ISLAND TRUCK PARTS	Amount:	\$609.75
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InvNo: 15798 InvDesc: windshield washer fluid InvAmt: \$43.84

InvNo: 15750 InvDesc: hydraulic hose (2) #2 InvAmt: \$565.91

ChqNo:	0033898	Date:	2024-01-30	Vendor:	JOE HOLMES	Amount:	\$1,373.40
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InvNo: OWDCP-008407 InvDesc: owdcp claim (sept'23) InvAmt: \$1,373.40

ChqNo:	0033899	Date:	2024-01-30	Vendor:	TOROMONT CAT	Amount:	\$72.59
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InvNo: W0900971621 InvDesc: maint program #9 InvAmt: \$72.59

ChqNo:	0033900	Date:	2024-01-30	Vendor:	WHITE'S SHELL	Amount:	\$1,780.58
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InvNo: 27257 InvDesc: brakes #8 InvAmt: \$1,780.58

*** End of Report ***

Report Total:

\$37,757.58

Date : 2024-02-12
Time : 9:32:35 AM

The Township of Assiginack

Page: 1

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0033901		2024-02-12	02/12COMB	122	ROBBS, ALTON	OUTSTANDING	Cheque
0033902		2024-02-12	02/12COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0033903		2024-02-12	02/12COMB	133	BOND, FREDR	OUTSTANDING	Cheque
0033904		2024-02-12	02/12COMB	222	ELLIOTT, DWAYNE	OUTSTANDING	Cheque
0033905		2024-02-12	02/12COMB	379	MILLETTE, SHELBA	OUTSTANDING	Cheque
0033906		2024-02-12	02/12COMB	384	CASE, LORI	OUTSTANDING	Cheque
0033907		2024-02-12	02/12COMB	300	Recollet-Case, Sapphire	OUTSTANDING	Cheque
0033908		2024-02-12	02/12COMB	303	Feltier, Amy	OUTSTANDING	Cheque
3769		2024-02-12	02/12COMB	112	COOPER, RONALD	OUTSTANDING	Direct Deposit
3770		2024-02-12	02/12COMB	162	STRONG, GERRY	OUTSTANDING	Direct Deposit
3771		2024-02-12	02/12COMB	216	REID, BRINDA	OUTSTANDING	Direct Deposit
3772		2024-02-12	02/12COMB	221	MAQUIPE, ROBERT	OUTSTANDING	Direct Deposit
3773		2024-02-12	02/12COMB	223	BOWERMAN, JANICE	OUTSTANDING	Direct Deposit
3774		2024-02-12	02/12COMB	224	HOOPER, JENNIFER	OUTSTANDING	Direct Deposit
3775		2024-02-12	02/12COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
3776		2024-02-12	02/12COMB	362	SAGLE, EDDY	OUTSTANDING	Direct Deposit
3777		2024-02-12	02/12COMB	364	BOND, NYLE	OUTSTANDING	Direct Deposit
3778		2024-02-12	02/12COMB	365	BOWERMAN, COLE	OUTSTANDING	Direct Deposit
3779		2024-02-12	02/12COMB	379	LENTZ, CRYSTAL	OUTSTANDING	Direct Deposit
3780		2024-02-12	02/12COMB	381	COOPER, JEREMY	OUTSTANDING	Direct Deposit
3781		2024-02-12	02/12COMB	386	NEWMAN, PERRY	OUTSTANDING	Direct Deposit
3782		2024-02-12	02/12COMB	390	GERHARD, KARI	OUTSTANDING	Direct Deposit
3783		2024-02-12	02/12COMB	391	CHAMIE, MURRAY	OUTSTANDING	Direct Deposit
3784		2024-02-12	02/12COMB	394	READNIEWICZ, AERAL	OUTSTANDING	Direct Deposit
3785		2024-02-12	02/12COMB	396	FERGUSON, HEIDI	OUTSTANDING	Direct Deposit
3786		2024-02-12	02/12COMB	399	WASTELKO, JOHN	OUTSTANDING	Direct Deposit

Total : \$28,232.69

Date : 2024-01-15
Time : 10:48:06 AM

The Township of Assiginack

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0033802		2024-01-15	01/15COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0033803		2024-01-15	01/15COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0033804		2024-01-15	01/15COMB	133	BOND, FREDA	OUTSTANDING	Cheque
0033805		2024-01-15	01/15COMB	222	ELLIOTT, DWAYNE	OUTSTANDING	Cheque
0033806		2024-01-15	01/15COMB	378	MILLETTE, SHELBA	OUTSTANDING	Cheque
0033807		2024-01-15	01/15COMB	384	CASE, LORI	OUTSTANDING	Cheque
0033808		2024-01-15	01/15COMB	500	Recollet-Case, Sapphire	OUTSTANDING	Cheque
3732		2024-01-15	01/15COMB	118	COOPER, RONALD	OUTSTANDING	Direct Deposit
3733		2024-01-15	01/15COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
3734		2024-01-15	01/15COMB	216	REID, BRENDA	OUTSTANDING	Direct Deposit
3735		2024-01-15	01/15COMB	221	YAGUIRE, ROBERT	OUTSTANDING	Direct Deposit
3736		2024-01-15	01/15COMB	223	BOWERMAN, JANICE	OUTSTANDING	Direct Deposit
3737		2024-01-15	01/15COMB	224	HOOPER, JENNIFER	OUTSTANDING	Direct Deposit
3738		2024-01-15	01/15COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
3739		2024-01-15	01/15COMB	362	SAGLE, EDDY	OUTSTANDING	Direct Deposit
3740		2024-01-15	01/15COMB	364	BOND, KYLE	OUTSTANDING	Direct Deposit
3741		2024-01-15	01/15COMB	365	BOWERMAN, COLE	OUTSTANDING	Direct Deposit
3742		2024-01-15	01/15COMB	370	LENTIR, CRYSTAL	OUTSTANDING	Direct Deposit
3743		2024-01-15	01/15COMB	381	COOPER, JEREMY	OUTSTANDING	Direct Deposit
3744		2024-01-15	01/15COMB	386	NEWMAN, PERRY	OUTSTANDING	Direct Deposit
3745		2024-01-15	01/15COMB	390	GERHARD, NARI	OUTSTANDING	Direct Deposit
3746		2024-01-15	01/15COMB	391	GAMMIE, MURRAY	OUTSTANDING	Direct Deposit
3747		2024-01-15	01/15COMB	394	RZADKIEWICZ, RHEAL	OUTSTANDING	Direct Deposit
3748		2024-01-15	01/15COMB	396	FERGUSON, HEIDI	OUTSTANDING	Direct Deposit
3749		2024-01-15	01/15COMB	399	MASTELKO, JOHN	OUTSTANDING	Direct Deposit

Total : \$25,164.63

Date : 2024-01-29
Time : 10:49:38 AM

The Township of Assiginack

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0033850		2024-01-29	01/29COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0033851		2024-01-29	01/29COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0033852		2024-01-29	01/29COMB	133	BOND, FREDA	OUTSTANDING	Cheque
0033853		2024-01-29	01/29COMB	222	ELLIOTT, DWAYNE	OUTSTANDING	Cheque
0033854		2024-01-29	01/29COMB	378	MILLETTE, SHELEA	OUTSTANDING	Cheque
0033855		2024-01-29	01/29COMB	384	CASE, LORI	OUTSTANDING	Cheque
0033856		2024-01-29	01/29COMB	500	Recollet-Case, Sapphire	OUTSTANDING	Cheque
0033857		2024-01-29	01/29COMB	503	Peltier, Amy	OUTSTANDING	Cheque
3751		2024-01-29	01/29COMB	118	COOPER, RONALD	OUTSTANDING	Direct Deposit
3752		2024-01-29	01/29COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
3753		2024-01-29	01/29COMB	216	REID, BRENDA	OUTSTANDING	Direct Deposit
3754		2024-01-29	01/29COMB	221	MAGUIRE, ROBERT	OUTSTANDING	Direct Deposit
3755		2024-01-29	01/29COMB	223	BOWERMAN, JANICE	OUTSTANDING	Direct Deposit
3756		2024-01-29	01/29COMB	224	HOOPER, JENNIFER	OUTSTANDING	Direct Deposit
3757		2024-01-29	01/29COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
3758		2024-01-29	01/29COMB	362	SAGLE, EDDY	OUTSTANDING	Direct Deposit
3759		2024-01-29	01/29COMB	364	BOND, KYLE	OUTSTANDING	Direct Deposit
3760		2024-01-29	01/29COMB	365	BOWERMAN, COLE	OUTSTANDING	Direct Deposit
3761		2024-01-29	01/29COMB	370	LENTIR, CRYSTAL	OUTSTANDING	Direct Deposit
3762		2024-01-29	01/29COMB	381	COOPER, JEREMY	OUTSTANDING	Direct Deposit
3763		2024-01-29	01/29COMB	386	NEWMAN, PERRY	OUTSTANDING	Direct Deposit
3764		2024-01-29	01/29COMB	390	GERHARD, KARI	OUTSTANDING	Direct Deposit
3765		2024-01-29	01/29COMB	391	GAMMIE, MURRAY	OUTSTANDING	Direct Deposit
3766		2024-01-29	01/29COMB	394	RZADKIEWICZ, RHEAL	OUTSTANDING	Direct Deposit
3767		2024-01-29	01/29COMB	396	FERGUSON, HEIDI	OUTSTANDING	Direct Deposit
3768		2024-01-29	01/29COMB	399	MASTELKO, JOHN	OUTSTANDING	Direct Deposit

Total : \$28,753.56

AGREEMENT BETWEEN ADJOINING MUNICIPALITIES

MUNICIPAL ROAD MAINTENANCE

THIS AGREEMENT, made in duplicate this _____ day of _____, 202

Between:

THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK

Hereinafter referred to as "Assignack."

And

THE CORPORATION OF THE TOWNSHIP OF TEHKUMMAH

Hereinafter referred to as "Tehkummah."

WHEREAS under the authority of Sections 28 and 29 of the Municipal Act, S.O. 2001, Chapter 25 as amended, for the maintenance and repair of a highway forming a boundary between the said municipalities and that portion of highway used in lieu of the boundary and including the bridges thereon, that is their duty to maintain and repair

AND THAT Assignack and Tehkummah have had an agreement in place, as per By-Law No. 83-07, for the maintenance and repair of the roadways forming the boundary between our two townships, both townships agree to amend the following items within By-Law No. 83-07, to include:

1. **THAT** Assignack agrees to undertake, to maintain and keep in good repair, to indemnify and save harmless the other from any loss or damage arising from the want of repair, that part of the highway commonly known as the Township Line roadway from a northern point known as Ben Leeson's Corner, southerly to a point known as Rodger's Corner, for an approximate distance of 1.2 kilometers.
2. **THAT** Tehkummah agrees to undertake, to maintain and keep in good repair, to indemnify and save harmless the other from any loss or damage arising from the want of repair, that part of the highway commonly known as Township Line roadway and that portion of the highway deeded to the two municipalities for use in lieu of the actual boundary line, from the northern point known as Rodger's Corner to a point southerly to the waters of South Bay and then westerly to the actual township boundary line, with an approximate distance of 1.3 kilometers.
3. **THAT** the two Townships above shall assume jointly and equally all costs in connection with the two bridges therein contained in these portions of the roadways above.
4. **THAT** for all capital projects relating to these sections of roadways and/or bridges, that both townships agree to discuss the completion of these capital projects jointly, and as approved, these capital costs will be shared equally amongst both Townships.
5. **THAT** the Public Works Superintendents of both Townships shall confer with each other to keep the said bridges and roadways in a state of good maintenance and repair and shall report on the condition of the roadways and bridges, to each respective Council on an annual basis.
6. **THAT** this agreement will remain in effect for a period of (3) three years and that both Township Councils will review this agreement and its' contents on an annual basis during the term of this agreement, no later than the 30th of September of each year.

In witness whereof, the parties have here unto affixed their corporate seals under the hands of their duly authorized officers, on behalf of the day and year written above.

On behalf of the Corporation of the Township of Assignack:

Brenda Reid, MAYOR

Heidi Ferguson, CLERK

On behalf of the Corporation of the Township of Tehkummah:



John DeLorge, REEVE



Barbara Grigg, ACTING CLERK-ADMINISTRATOR

THE CORPORATION OF THE MUNICIPALITY OF ASSIGINACK

BY-LAW # 83-07

BEING A BY-LAW to establish and execute an agreement between adjoining municipalities as to the maintenance and repair of a boundary line road-way.

WHEREAS Section 268 of the Municipal Act R.S.O. 1980 states that the Corporations of adjoining municipalities may enter into an agreement for the maintenance and repair of any highway forming the boundary between such municipalities, including the bridges thereon that it is their duty to maintain and repair, whereby each of them may undertake for a term of years, not to exceed ten years, to maintain and keep in repair any portion of such highway for its whole width, and to indemnify and save harmless the other from any loss or damage arising from the want of repair of such portion

AND WHEREAS pursuant to the said section, the Corporations of the Township of Tshkummah and the Township of Assiginack respectively deem it expedient and necessary to enter into such an agreement for the maintenance and repair of certain portions of the highway forming the boundary line between the said municipalities for the future guidance of Road Superintendents and as an aid in determining road subsidies through the Highway Improvement Act.

IN WITNESS WHEREOF, The Council of the Corporation of the Township of Assiginack in the District of Manitoulin, enacts as follows:

1. That the terms of the agreement, a copy of which is attached shall form a part of this by-law, made under the authority of the Municipal Act, R.S.O. 1980, Section 268 and determining the portions of the roadway to be maintained and repaired by each of the adjoining municipalities of Tshkummah Township and Assiginack Township be accepted by this Corporation.
2. That a copy of this by-law authorizing the execution of the attached agreement together with a copy of the agreement made under the above authority be registered in the Registry Office of the Registry Division in which the highway is situated

3. That a copy of the said agreement, together with a copy of this by-law of execution shall be filed with the District Municipal Engineer's Office under whose jurisdiction this roadway is situate.

4. This agreement shall be in effect for a period of ten (10) years.

Read a First and Second Time,
this 1st day of April 1983

Read a Third Time and Finally
Passed this 5th day of December 1983

(Seal)

[Signature]
CLERK

[Signature]
CLERK

By Law Registered in Land Registry
Office at Kananaskis June 04/86
as to 32325 days

AGREEMENT BETWEEN ADJOINING MUNICIPALITIES

THIS AGREEMENT made in quadruplicate and under the authority of the Municipal Act- R.S.O. 1980, Section 268 between the Corporations of the adjoining municipalities of Assiginack Township and Tehkummah Township, in the District of Manitoulin, for the maintenance and repair of a highway forming the boundary between the said Municipalities and that portion of highway used in lieu of the boundary and including the bridges thereon that it is their duty to maintain and repair, for a period not to exceed ten years, and the said Municipalities agree;

THAT the Corporation of the Municipality of Assiginack Township agrees to undertake, to maintain and keep in repair for its whole width, to indemnify and save harmless the other from any loss or damage arising from the want of repair, that part of the highway commonly known as the Township-line Roadway from a Northern point known as Ben Leeson's corner, Southerly to a point known as Rodger's Corner, an approximate distance of 8/10's of a mile, more or less

AND

THAT the Corporation of the Municipality of Tehkummah Township agrees to undertake, maintain and keep in repair for its whole width to indemnify and save harmless the other, from any loss or damage arising from the want of repair, that part of the highway commonly known as the Township-line Roadway, and that portion of highway as deeded to the two municipalities for use in lieu of the actual boundary line, from the Northern point at Rodger's Corner, Southerly to the waters of South Bay and thence Westerly to the actual Township line marker, an approximate distance of 9/10's of a mile, more or less

AND

THAT the Corporations of the two adjoining municipalities above shall assume jointly and equally all costs in connection with the two bridges therein contained in this portion of the roadway above, and that the Road Superintendents shall confer with each other to keep the said bridges and approaches in a reasonably good state of maintenance and repair at all time with consideration to the volume of traffic and the use of the said roadway by the travelling public in general

THIS AGREEMENT, signed by the Head of Council for each of the respective Corporations and bearing the seal or stamp of their Corporations, shall be considered a binding and legal document when accepted by a legal by-law passed in open council by a majority of the members, a copy of which shall form a part of this agreement.

DATED at Mantoloking this 20th Day of December, 1983

Seal

Hugh Mogy
Reeve

DATED at Mantoloking this 1st Day of June, 198~~3~~⁴

Seal

Ronald P. Ponce
Reeve



Patricia Morka
118 Eastview Lane
POP1N0

Secretary- Assiginack Horticultural Society

Municipality of Assiginack
Mayor Brenda Reid & Councillors



January 17, 2024

Dear Mayor & Councillors;

On behalf of the Assiginack Horticultural Society we would like to wish you all
The best for 2024!

The Horticultural Society sincerely appreciated the donation of \$1000.00 last year as it enabled us
to purchase and plant flowers to beautify our community!
Again , this year we would like to request financial assistance to fill the flower beds , and barrels
at the museum and various locations around Manitowaning.

We have received many positive comments from towns people and tourists alike on the beauty
this effort brings to our town. Additionally our members, all volunteers, are very proud to be able
to contribute time and energy to beautify our environment!

The Horticultural Society appreciates the support that has been provided in the past and hope
our endeavours are both valued and worthy of support for this fiscal year.
We look forward to hearing from you at your earliest convenience and again appreciate any
support you are able to provide to enhance the beauty of our community.

Sincerely,

A handwritten signature in black ink that reads "Pat Morka".

Patricia Morka-Secretary
Assiginack Horticultural Society
c/o 118 Eastview Lane
Manitowaning, ON, POP1N0

TOWNSHIP OF ASSIGINACK
AVAILABLE FUNDING OPPORTUNITY DETAILS

1. Funding Program Name: **CAPITAL**

2. Funding Provider Name: **PROVINCIAL- OTF**

a.) *If Provider is not in list, please add.* Click or tap here to enter text.

b.) *If Funding Provider is a Sponsorship Opportunity, please list details here.* Click or tap here to enter text.

Funding Program Description:

Programs and services that support the people of Ontario are delivered locally in a range of community buildings and spaces. These places provide opportunities for activity, recreation, and connection and play an important role in creating healthy and vibrant communities where everyone feels a sense of belonging.

In the Capital grant stream, OTF funds projects that update buildings, enhance spaces, and purchase fixed and non-fixed equipment so people and communities can thrive.

3. Amount of Funding Available (Max. Contribution Amount): **200,000.00**

a.) Is this funding stackable with other levels of government? YES NO N/A

b.) Stackable Program Name: Click or tap here to enter text. and %: Click or tap here to enter text.

4. Municipal Contribution Amount (% or \$): **0 (ZERO\$)**

5. Application Deadline: **3/6/2024**

a.) When will we hear back regarding a decision? **7/9/2024**

b.) What is the funding program's timeline for the project's duration? 12 months

6. Have you consulted with the Funding Program Officer for more information? YES NO N/A

7. Have you consulted with the Treasurer regarding Budget Accommodation? YES NO

8. Please list any important details of the application (i.e., Contents, Resources required, Contracts that need to be executed etc.) **'Successful' OTF Contract ~ RFP and Awarded Contracts for Contract Services Applied for in OTF Application.**

9. Are any Third-Party Approvals required (i.e., Press Release approvals or Launch Date by funder?)

YES NO N/A Please explain: **Press Releases and Launch Date**

FUNDING PROGRAM EVALUATION

10. Please identify the Pros and Cons of this potential funding opportunity below.

PROS <i>(Why should We apply for this funding? How will this project benefit the community? Does the benefit outweigh the cost and resources required?)</i>	CONS <i>(Why shouldn't we apply for this funding? Does the benefit outweigh the cost and resources required?)</i>
*See Attached Documents	*See Attached Documents

TOWNSHIP OF ASSIGINACK PROJECT INFORMATION

11. Project Name: **Assiginack Parks and Recreation Sliding Hill, Family Picnic Park and Nature Trail Upgrades**

12. Project Details: ***See Attached Draft Document *To Be Further Clarified at SPAC February 28, 2024.**

13. Estimated Project Budget: **136,000.00**

14. Have you obtained quotations to confirm the cost(s)? YES NO

15. Project Timeline/Duration: 7 months

16. Tentative Start Date: **7/15/2024**

17. Tentative End Date: **7/11/2025**

18. Does this project align with the 4 Core Pillars and Values from the Township's Strategic Plan? YES NO *If YES, please choose which pillar your project best aligns with. Choose an item.*

19. Does this project align with the potential funding program's objectives? YES NO

20. Have you confirmed the project's eligibility with a program officer? YES NO

21. Describe the benefit(s) this project will create for our community. (i.e., creation of 5 temporary FTE jobs for local contractors; reduced financial burden on our taxpayers; or implementation of this program will engage and promote healthy, active lifestyles for seniors within our community.)

- **4 Jobs Re: Contract Company(s)**
- **Upgrading Assiginack Parks and Recreation Sliding Hill, Family Picnic Park, and Nature Trail Upgrades presents an excellent opportunity for promoting physical activity and overall well-being among residents. Improving these adjoining outdoor infrastructures will expand the use of these recreation areas all year round. The easy to moderate skill level nature trail and the installation of necessary amenities, such as solar trail and sliding hill lights will encourage individuals of all ages to engage in day to nighttime outdoor activities. A revitalization and joining by trail of these outdoor spaces provides fantastic recreational spots for families and friends to enjoy the thrill of sledding to hiking which will promote an active lifestyle in a fun and exciting way.**

22. How does this project align with all other municipal plans? (i.e., Strategic Plan, Asset Management and Long-term Capital Plans)?

This project aligns with Township Four Core Values and Pillars ~ sustainable upgrades to existing community spaces/assets ~ quality services ~ connected inclusive community ~ healthy benefits ~ economic spin-offs ~

23. Have you consulted with other Township of Assiginack's Departments and Department Heads to ensure this project is not duplicating another current or future proposed project?

YES NO

24. Have Annual Maintenance costs been determined? YES NO

If yes, please identify what the annual estimated maintenance costs will be. Click or tap here to enter text.

PROJECT MANAGEMENT

25. Who will be responsible for overseeing and executing this project? Choose an item.

STAFF MEMBER'S NAME	ROLE	RESPONSIBILITIES
Shelba Millette	EDO	Site Plan Funder Reports - Meet application criteria Press Releases and Launch Contractor Updates

Heidi Ferguson	CLERK	RFP(s) Contract(s) Asset Purchases
Deb MacDonald	TREASURER	Accounts Payable and Receivable

26. Are contracted services an eligible expense of this funding program? YES NO

27. Are additional Municipal Resources required to complete this project? If so, please list below.
NO

28. Please list any future Municipal Resources required once this project is complete. (i.e., Ongoing maintenance, budgeted expenditure in Annual Operating Budget, etc.)

Minimal Seasonal Maintenance

29. Who is responsible for Reporting on this Project if Successful? **Shelba Millette**

Staff's Recommendation to Council:

Accept

Report Completed By: **Shelba Millette, EDO**

Date: **3/19/2024**

**Please attach any supporting documentation that you deem necessary to support your recommendation to Senior Administration and Council. **

RECEIVED
JAN 15 2024

MINUTES
COMMUNITY POLICING ADVISORY COMMITTEE MEETING
Wednesday 10 January 2024
ON ZOOM AT 7:00 P.M.

PRESENT: Inspector Robert WALSH – OPP
AI BOYD – NEMI
Bryan BARKER - BILLINGS
Frank KLODNICKI – ASSIGINACK
Kelly CHAYTOR – GORE BAY
Kim MIDDLETON – BURPEE/MILLS
Steve SHAFFER – CENTRAL MANITOULIN
Steve WOOD – TEHKUMMAH

REGRETS: Jack BOULD – GORDON / BARRIE ISLAND

PUBLIC: Tom SASVARI – Manitoulin Expositor
Amy COLLINS – Manitoulin Northshore Victim Service

Minutes Taken by Kelly CHAYTOR – GORE BAY

CALL MEETING TO ORDER

AI BOYD called a meeting to order at 7:04 pm and welcomed all in attendance.

ADOPTION OF AGENDA

AI BOYD asked if there were any changes or additions to the agenda. AI BOYD requested to add 5.3 Camsafe Program

Moved by Frank KLODNICKI and seconded by Bryan BARKER that the agenda be adopted.
CARRIED.

ADOPTION OF MINUTES

AI BOYD asked for any additions, corrections, or changes to the last meeting 08 November 2023 minutes None were present.

Moved by Steve WOOD and seconded by Steve SHAFER that the agenda be adopted.
CARRIED.

BUSSINESS ARISING

WELCOME

AI BOYD welcomed all members to the meeting and advised meeting on zoom as too weather warning.

MANITOULIN NORTH SHORE VICTIM SERVICES PRESENTATION
BY AMY COLLINS EXECUTIVE DIRECTOR

Amy presented a slideshow with a rundown of the services MNVS has. They service the areas in the Manitoulin – Northshore region. They provide short term crisis response, assistance, and

referrals such as counselling, shelter, financial assistance, addictions & mental health services, legal aid, police, and practical assistance. MNVS administers two ministry programs VCAO and VQRP+. They also provide the MTS (Mobile Tracking System) program.

VCAO (Victim Crisis Assistance Ontario)

Provides crisis intervention services to victims of crime.

VQRP+ (Victim Quick Response Program)

Provides timely assistance to eligible victims of the most violent crime.

MTS (Mobile Tracking System)

GPS tracking device provided to individuals at high risk of violence. Designed to assist in the prevention of domestic violence and criminal harassment.

PROJECT LIFESAVER -

Radio based tracking system for high-risk, vulnerable individuals who may be at risk of wandering.

- 2023 9 calls and 4 had tracking device

Amy advised that MNVS had a total of 294 calls for assistance. Domestic Violence being the top reason at 103.

Contact number for Manitoulin Northshore Victim Services is 705-370-3378

Amy - mnvs@vianet.ca

Slideshows can be shared upon request.

FESTIVE RIDE RESULTS REPORT MANITOULIN

Inspector R. WALSH advised from November 2023 to Jan 1st both on Manitoulin Island and the Espanola area:

- 171 RIDE Checks with over hundreds of vehicles checked.
- 460 hours spent on RIDE checks.
- 18 drivers were charged with impaired driving.
- 29 impaired driving charges (52 charges in 2022 and 94 in 2023)
- 2 warn range suspensions.
- 97 random breathalyzers tests
- Manitoulin OPP number 1 in the region for this program in 2023

Costs for the RIDE program are included in municipalities core policing costs.

NEW BUSINESS

OPP DETACHMENT COMMANDER COMMENTS

Inspector R. WALSH advised from 2023 year-end report that there will be no large increases of calls.

Still being the largest call for service is domestic violence and neighbor disputes.

Year to Date up to Dec 12th stats – 15,273 calls for services 6,600 of these calls were by officers.

Road by stops have gone up 85% from last year from 31,000 to 56,000 and noted this is due to having more officers in the detachment.

In November they held a Ride program at the Bridge in Little Current along with the MNR. They completed 750 stops and out of these stops there were 200 hunters. 8 deer, 1 rifle and ammunition and 6 tags were seized.

Inspector R WALSH advised committee of some staff changes for the detachment:

- With Officer John Hill's promotion from Community Safety Officer, the Inspector is looking to hire a replacement for that position by the end of the month. Once the position is fulfilled there will be a push for presence within the community schools and communities.
- The Crime Unit will be expanded by 2 full-time officers with investigating background and court procedures.
- By May 2024 the detachment will expand by 8 more officers.
- Currently the number of officers within the Manitoulin – Espanola detachment is 80.
- In April plans to have an ER program (Emergency Response Team)
- Staff Sargent change Mike Baker
- Looking for another staff Sargent in the next couple weeks, this will ensure number of Sergeants to officers is up to the service model 7 to 1.

Inspector R WALSH advised that now that we have snow, and the snowmobile trails will be open there are plans to have ride programs on the snow trails over the next few months.

PROACTIVE POLICING

Al Boyd advised he had citizens within NEMI advise their cottages were checked on by OPP and they were very Thankful for this service. Inspector R WALSH advised the committee members that the OPP do perform checks on cottages, and you will know if they are there by a red take that is put on the door advising they were there and if everything looks good will be noted. If there is any concern they will reach out to the registered owner.

Al Boyd presented the CamSafe Program - camsafe.ca.

This program is like a neighborhood watch program. If you have Security cameras outside your place of business or residence you can register to the program. This program allows OPP to know who has cameras which will save time from knocking on doors when looking into an investigation.

Once you register you put on a map. This could be a great resource for the police. No data or live link is provided or accessible. Only you have direct access to your Security system. This is a resource to allow police to know the location of cameras and if police require access to your footage, they will reach out to you and make a request.

AL Boyd is going to show this service to the Business Group for NEMI as it might be something of interest.

ROUND TABLE

Steve SHAFFER – Central Manitoulin – Kudos to all the visible officers in the community, no community concerns

Kelly CHAYTOR - Gore Bay – Advised Inspector R WALSH Town of Gore Bay council approved lower speed limit within the town limits to 40 kms unless posted. I.e. School Zone.

This change will happen on the May long weekend with education and media notice happening before this weekend. Inspector R WALSH – Advised he can have officers assist with educating drivers when the change happens. Kelly also questioned if there was anyone available to breakdown & explain the billing summary reports to council members and staff. Inspector R WALSH is coordinating with Kelly for an MPB officer to meet with herself and town of Gore Bay treasurer in February.

Another concern was of an incident that took place in Gore Bay on Water Street on December 28th where there were police presence and swat team members. Kelly asked what the procedure is to advise the community and town office of police presence in the community. As concerns were with local business and residents were close to this area and were not notified. Inspector R WALSH advised first job for officers is to deal with police matters at head and when there is concern for the community OPP do post social media notices.

Jack GOULD – Gordon/Barrie Island – Sent regrets nothing mentioned to report.

Frank KLODNICKI – Assiginack – Citizen concerned about a traffic stop resulting with vehicle parked at the end of their driveway, left to be picked up by tow truck. This resulted in the driveway being blocked off until it was removed. Inspector RWALSH advised citizen can call into the 888-310-1122 to be informed of what takes place when something like this happens.

Bryan BARKER – Billings – Noted community is quiet - No community concerns.

Kim MIDDLETON – Burpee Mills – No community concerns – Question about Camsafe – Are security cameras on properties admissible in court? Yes, they are if they can provide a clear picture of the person(s). No need to have a sign posted in the yard advising of cameras.

Steve WOOD – Tehkummah – No community concerns – Noted was at a first response incident and advised police officer who attended was very professional. Also asked once there is a new community safety officer appointed the senior group would like some presentations i.e. Fraud awareness.

Al BOYD – NEMI – No community concerns - Noted community sees more presence in the community and offered Kudos to the detachment on doing a great job.

FINAL REMARKS

Al BOYD Thanked everyone for attending and asked CPAC committee members if they would like other community partners to join our meetings to inform them of other services and programs available. I.e. Drug addictions and mental health organizations.

All agreed.

MEETING AJOURNED

Moved by Frank KLODNICKI
Second by Steve WOOD
Meeting was adjourned at 8:41 PM

DATE and TIME OF NEXT MEETING.

Wednesday March 13, 2024 – 7 p.m., Central Manitoulin Community Hall - Mindemoya

MINUTES
COMMUNITY POLICING ADVISORY COMMITTEE MEETING
Wednesday 08 November 2023
CENTRAL MANITOULIN COUNCIL CHAMBERS, MUNICIPAL OFFICE, MINDEMOYA ON
7:00 P.M.

PRESENT: A /Insp. Robert WALSH – OPP
Al BOYD – NEMI
Jack BOULD – GORDON / BARRIE ISLAND
Frank KLODNICKI – ASSIGINACK
Steve SHAFFER – CENTRAL MANITOULIN
Steve WOOD – TEHKUMMAH
Bryan BARKER - BILLINGS

REGRETS: Kelly CHAYTOR – GORE BAY
Kim MIDDLETON – BURPEE/MILLS

PUBLIC: Tom SASVARI – Manitoulin Expositor

Minutes Taken by Allan Boyd - NEMI

CALL MEETING TO ORDER

Al BOYD called a meeting to order at 6:57 pm and welcomed all in attendance.

ADOPTION OF AGENDA

Al BOYD asked if there were any changes or additions to the agenda. None were present.

Moved by Bryan BARKER and seconded by Jack BOULD that the agenda be adopted.
CARRIED.

ADOPTION OF MINUTES

Al BOYD asked for any additions, corrections, or changes to the last meeting 13 September 2023 minutes.

None were present.

Moved by Steve SHAFFER and seconded by Steve WOOD that the agenda be adopted.
CARRIED.

BUSSINESS ARISING

WELCOME

Al BOYD welcomed all members to the meeting and advised will move the meeting along as weather is nasty outside.

POLICE SERVICES BOARD UPDATE

Al BOYD advised that he has heard nothing more on the PSB advancement. Inspector WALSH and the rest of the board said they had heard nothing further either. CPAC will move ahead as status quo until committee hears otherwise.

NEW BUSINESS

OPP DETACHMENT COMMANDER COMMENTS

Det. Commander R. WALSH advised that the new pilot OPP Service Delivery Model is going extremely well for the Manitoulin Espanola Detachment. One new officer has started as of this past Sunday. 4 more new officers expected in January, and 3 more will be stationed here as of the next recruit class at the Ontario Police College in Aylmer Ontario.

The total compliment of the officers on Manitoulin Detachment is now at 65 with 25 of them being onboarded with this new program. Other detachments are envious of our compliment. Many officers are new, and this is challenging at times, however they are very enthusiastic and are quick to learn.

There are now 8 new cruisers with all the latest equipment installed, cameras, plate recognition. Also 2 new plain vehicles can now be used when officers are away on course this relieves having a black & white vehicle tied up at the college for a week or two while the officer is away.

Manitoulin is embarking on the new Cambrian College Student program for placement for the summer. These students can be used for many tasks in detachment operation. Inspector Walsh also advised that the calls for service have decreased across Manitoulin, not sure why, however, less crime is always a good thing.

Steve SHAFFER asked with this new Police Service Delivery Programs with all these extra officers coming to the island where is the money coming from to pay for this is this being downloaded on the municipalities. Inspector Walsh advised that the provincial policing budget is paying for this program, and it will not affect municipalities.

COMMUNITY SERVICE PROVIDER PRESENTATIONS

Al BOYD asked the CPAC committee members with the recent incidents of domestic violence, drugs and mental health incidents that are plaguing our communities would the committee be interested in inviting community partners from various organization to inform our members on what the trends are and what they are seeing. This information may be extremely helpful in bringing back information to our councils. These presentations will be short at the start of the CPAC meeting, 15 to 20 minutes max with Q&A.

All agreed.

FESTIVE RIDE CAMPAIGN:

Inspector WALSH advised the local RIDE program kicks off 15 November until after January 1st. Each shift will be conducting RIDE checks at all locations across Manitoulin and North Shore during this time. Targeting times of Christmas parties and other major events. The Inspector went on and advised that the RIDE program is done all year round and has yielded many positive enforcement issues. The following stats were given to CPAC since May to October this year on Manitoulin the following took place.

- 212 RIDE Checks with over hundreds of vehicles checked.
- 7 Under suspension drivers charged.
- 5 Criminal Code Bail violations
- 3 disqualified drivers arrested.
- 1 impaired driver
- 1 over .80 mgs of alcohol
- 1 refuse to give breath sample.
- All kinds of drug seizures 1 where 200 grams of cocaine seized street value of \$40,000.
- Large drug seizure of fentanyl street value of \$362,000

ROUND TABLE

Steve SHAFFER – Central Manitoulin – Has seen an increase as to patrols within town and along the school zone. Has mentioned that he has seen an increase in aggressive driving, passing on curves etc. Inspector WALSH advised his officers to be out there and watch. There have been 163 charges laid to date this year in this area. He also advised that Traffic Stops this year compared to last year are up by 78% last year 2700 stops this year so far over 5000.

Kelly CHAYTOR - Gore Bay – Sent regrets nothing mentioned to report.

Jack GOULD – Gordon/Barrie Island – No community concerns brought forward.

Frank KLODNICKI – Assiginack – Advised the S.S. Norisle departed town and wanted to thank the Inspector for the police presence with no events. Saw the RIDE programs during the Halloween haunted events. He asked about what can be done with noise complaints. They are having a barking dog issue. Inspector WALSH mentioned by-laws help. Last resort call police and they can have a talk with the owner.

Bryan BARKER – Billings – Thanked police for an issue they had with a subject at town council meetings.

Kim MIDDLETON – Burpee Mills – Sent her regrets nothing mentioned to report.

Steve WOOD – Tehkummah – No community concerns, asked who the community services officer is. Inspector WALSH advised John Hill was the CSO he has transferred to other duties he is now with the PLT Provincial Liaison Team dealing with First Nation Issues. They are searching for a new officer, in the meantime Jessica GILBERTSON in Espanola can be reached.

AI BOYD – NEMI – Some issues within town speeding that our town council is looking that with suggestions of speed bumps however research is being done. No other issues mentioned.

FINAL REMARKS

AI BOYD Thanked everyone for attending and commented it was great to have more police officers in the Manitoulin detachment.

MEETING AJOURNED

Meeting was adjourned at 7:48 pm

DATE and TIME OF NEXT MEETING.

Wednesday January 10, 2024 – 7 p.m., Central Manitoulin Council Chambers Mindemoya



Calls For Service (CFS) Billing Summary Report

Assiginack November - 2023

Billing Categories <i>(Billing categories below do not match additional crime groupings)</i>		2023				2022			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	Sexual Assault	0	0		0.0	0	1	15.8	15.8
	Assault-Level 1	0	3	15.8	47.4	0	5	15.8	79.0
	Criminal Harassment	1	3	15.8	47.4	0	1	15.8	15.8
	Indecent/Harassing Communications	0	1	15.8	15.8	0	0		0.0
	Utter Threats to Person	0	1	15.8	15.8	1	3	15.8	47.4
	Total	1	8	15.8	126.4	1	10	15.8	158.0
Property Crime Violations	Break & Enter	0	1	6.4	6.4	0	1	6.4	6.4
	Theft Over -master code	0	1	6.4	6.4	0	1	6.4	6.4
	Theft Over - Other Theft	0	0		0.0	0	1	6.4	6.4
	Theft of Motor Vehicle	0	2	6.4	12.8	0	0		0.0
	Theft Under -master code	0	0		0.0	0	1	6.4	6.4
	Theft under - Other Theft	2	4	6.4	25.6	0	4	6.4	25.6
	Theft under - Boat (Vessel)	0	0		0.0	0	1	6.4	6.4
	Fraud -Master code	0	1	6.4	6.4	0	1	6.4	6.4
	Fraud - False Pretence <= \$5,000	0	0		0.0	0	1	6.4	6.4
	Fraud -Money/ property/security > \$5,000	0	3	6.4	19.2	0	2	6.4	12.8
	Fraud -Money/ property/security <= \$5,000	0	1	6.4	6.4	0	0		0.0
	Fraud - Other	0	0		0.0	0	1	6.4	6.4
	Identity Fraud	0	1	6.4	6.4	0	0		0.0
	Mischief - master code	0	5	6.4	32.0	0	4	6.4	25.6
	Total	2	19	6.4	121.6	0	18	6.4	115.2
	Other Criminal Code Violations (Excluding traffic)	Offensive Weapons- Other Weapons Offences	0	1	7.5	7.5	0	0	
Bail Violations - Fail To Comply		0	1	7.5	7.5	1	5	7.5	37.5
Bail Violations - Recognizance		0	0		0.0	0	1	7.5	7.5
Indecent acts -Other		0	0		0.0	0	1	7.5	7.5
Breach of Probation		0	1	7.5	7.5	0	1	7.5	7.5
Offensive Weapons- Careless use of firearms		0	1	7.5	7.5	0	1	7.5	7.5



Calls For Service (CFS) Billing Summary Report

Assiginack November - 2023

Billing Categories <i>(Billing categories below do not match additional crime groupings)</i>		2023				2022			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Other Criminal Code Violations (Excluding traffic)	Animals - Cruelty **INACTIVE**	0	0		0.0	0	1	7.5	7.5
	Total	0	4	7.5	30.0	1	10	7.5	75.0
Drug Possession	Drug related occurrence	0	1	7.1	7.1	0	0		0.0
	Total	0	1	7.1	7.1	0	0		0.0
Drugs	Trafficking Other Controlled Drugs and Substance Act	0	1	68.0	68.0	0	0		0.0
	Total	0	1	68.0	68.0	0	0		0.0
Statutes & Acts	Landlord/Tenant	0	1	3.4	3.4	0	4	3.4	13.6
	Mental Health Act	1	5	3.4	17.0	0	12	3.4	40.8
	Mental Health Act - No contact with Police	0	4	3.4	13.6	0	2	3.4	6.8
	Mental Health Act - Attempt Suicide	0	1	3.4	3.4	0	0		0.0
	Mental Health Act - Threat of Suicide	0	1	3.4	3.4	0	1	3.4	3.4
	Mental Health Act - Voluntary Transport	0	0		0.0	0	2	3.4	6.8
	Mental Health Act - Placed on Form	0	0		0.0	1	1	3.4	3.4
	Trespass To Property Act	1	7	3.4	23.8	0	2	3.4	6.8
	Total	2	19	3.4	64.6	1	24	3.4	81.6
	Operational	Animal - Bear Complaint	0	1	3.8	3.8	0	0	
Animal - Left in Vehicle		0	1	3.8	3.8	0	0		0.0
Animal Stray		0	3	3.8	11.4	0	2	3.8	7.6
Animal Injured		0	1	3.8	3.8	0	0		0.0
Animal - Dog Owners Liability Act		0	1	3.8	3.8	0	0		0.0
Domestic Disturbance		0	6	3.8	22.8	1	7	3.8	26.6
Suspicious Person		2	11	3.8	41.8	2	9	3.8	34.2
Phone -Master code		0	0		0.0	0	1	3.8	3.8
Phone -Nuisance - No Charges Laid		0	3	3.8	11.4	0	1	3.8	3.8
Phone -Threatening - No Charges Laid		0	0		0.0	0	1	3.8	3.8
Phone -Other - No Charges Laid		0	0		0.0	0	1	3.8	3.8
Fire - Other		0	0		0.0	0	1	3.8	3.8
Insecure Condition - Master code		0	0		0.0	0	1	3.8	3.8



Calls For Service (CFS) Billing Summary Report

Assiginack November - 2023

Billing Categories <i>Billing categories below do not match additional crime groupings)</i>		2023				2022			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Missing Person Located 12 & older	1	1	3.8	3.8	0	1	3.8	3.8
	Noise Complaint - Master code	1	1	3.8	3.8	0	1	3.8	3.8
	Noise Complaint - Residence	0	0		0.0	0	1	3.8	3.8
	Found Property - Master code	0	0		0.0	0	2	3.8	7.6
	Found-Bicycles	0	0		0.0	0	1	3.8	3.8
	Lost Property -Master code	0	2	3.8	7.6	0	0		0.0
	Lost-Personal Accessories	0	2	3.8	7.6	0	0		0.0
	Lost-Others	0	1	3.8	3.8	0	0		0.0
	Sudden Death - master code	0	2	3.8	7.6	0	0		0.0
	Sudden Death - Natural Causes	0	1	3.8	3.8	0	1	3.8	3.8
	Suspicious Vehicle	0	1	3.8	3.8	1	3	3.8	11.4
	Trouble with Youth	0	1	3.8	3.8	0	2	3.8	7.6
	Unwanted Persons	0	1	3.8	3.8	0	1	3.8	3.8
	Neighbour Dispute	1	11	3.8	41.8	0	15	3.8	57.0
	Firearms (Discharge) By-Law	0	0		0.0	0	1	3.8	3.8
	Fireworks By-Law	0	1	3.8	3.8	0	0		0.0
	Assist Public	0	10	3.8	38.0	0	11	3.8	41.8
	Distressed/Overdue Motorist	0	0		0.0	0	1	3.8	3.8
	Family Dispute	2	9	3.8	34.2	1	8	3.8	30.4
	Total	7	71	3.8	269.8	5	73	3.8	277.4
Operational2	False Alarm -Others	2	4	1.4	5.6	1	10	1.4	14.0
	Keep the Peace	2	6	1.4	8.4	0	1	1.4	1.4
	911 call / 911 hang up	0	1	1.4	1.4	1	6	1.4	8.4
	911 call - Dropped Cell	0	7	1.4	9.8	0	2	1.4	2.8
	Total	4	18	1.4	25.2	2	19	1.4	26.6
Traffic	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	0	0		0.0	0	1	3.7	3.7
	MVC - Prop. Dam. Non Reportable	0	5	3.7	18.5	0	2	3.7	7.4
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	2	15	3.7	55.5	2	16	3.7	59.2



Calls For Service (CFS) Billing Summary Report

Assignack November - 2023

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2023				2022			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Traffic	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	0	1	3.7	3.7	0	1	3.7	3.7
Total		2	21	3.7	77.7	2	20	3.7	74.0
Total		18	162		790.4	12	174		807.8

Note to Detachment Commanders:

- The content of each report is to be shared by the Detachment Commander only with the municipality for which it was generated. The municipality may treat this as a public document and distribute it as they wish.
- All data is sourced from the Niche RMS application. Included are 'reported' occurrences (actuals and unfounded occurrences) for 'billable' occurrences ONLY. Data is refreshed on a weekly basis.
- The Traffic category includes motor vehicle collision (MVC) occurrences entered into Niche (UCR code 8521). MVCs are NOT sourced from the eCRS application for this report.
- Only the primary violation is counted within an occurrence.
- Time standards displayed are for the 2023 billing period.

Note to Municipalities:

- Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continues to investigate and solve crime.
- This report is NOT to be used for crime trend analysis as not all occurrences are included.
- Data groupings within this report do not match traditional crime groupings seen in other public reports such as the OPP Police Services Board reports or Statistics Canada reporting.



Calls For Service (CFS) Billing Summary Report

Assiginack December - 2023

Billing Categories <i>(Billing categories below do not match additional crime groupings)</i>		2023				2022			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	Sexual Assault	0	0		0.0	0	1	15.8	15.8
	Assault-Level 1	0	3	15.8	47.4	0	5	15.8	79.0
	Criminal Harassment	0	3	15.8	47.4	0	1	15.8	15.8
	Indecent/Harassing Communications	0	1	15.8	15.8	0	0		0.0
	Utter Threats to Person	0	1	15.8	15.8	0	3	15.8	47.4
	Total	0	8	15.8	126.4	0	10	15.8	158.0
Property Crime Violations	Break & Enter	0	1	6.4	6.4	1	2	6.4	12.8
	Theft Over -master code	0	1	6.4	6.4	0	1	6.4	6.4
	Theft Over - Other Theft	0	0		0.0	0	1	6.4	6.4
	Theft of Motor Vehicle	0	2	6.4	12.8	0	0		0.0
	Theft Under -master code	0	0		0.0	0	1	6.4	6.4
	Theft under - Other Theft	0	4	6.4	25.6	0	4	6.4	25.6
	Theft under - Boat (Vessel)	0	0		0.0	0	1	6.4	6.4
	Fraud -Master code	0	1	6.4	6.4	0	1	6.4	6.4
	Fraud - False Pretence <= \$5,000	0	0		0.0	0	1	6.4	6.4
	Fraud -Money/ property/security > \$5,000	0	3	6.4	19.2	0	2	6.4	12.8
	Fraud -Money/ property/security <= \$5,000	0	1	6.4	6.4	0	0		0.0
	Fraud - Other	0	0		0.0	0	1	6.4	6.4
	Identity Fraud	0	1	6.4	6.4	0	0		0.0
	Mischief - master code	0	5	6.4	32.0	0	4	6.4	25.6
	Total	0	19	6.4	121.6	1	19	6.4	121.6
Other Criminal Code Violations (Excluding traffic)	Offensive Weapons-Other Weapons Offences	0	1	7.5	7.5	0	0		0.0
	Bail Violations - Fail To Comply	0	1	7.5	7.5	0	5	7.5	37.5
	Bail Violations - Recognizance	0	0		0.0	0	1	7.5	7.5
	Indecent acts -Other	0	0		0.0	0	1	7.5	7.5
	Breach of Probation	1	2	7.5	15.0	0	1	7.5	7.5
	Offensive Weapons-Careless use of firearms	0	1	7.5	7.5	0	1	7.5	7.5



Calls For Service (CFS) Billing Summary Report

Assignack December - 2023

Billing Categories <i>(Billing categories below do not match additional crime groupings)</i>		2023				2022			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Other Criminal Code Violations (Excluding traffic)	Animals - Cruelty **INACTIVE**	0	0		0.0	0	1	7.5	7.5
	Total	1	5	7.5	37.5	0	10	7.5	75.0
Drug Possession	Drug related occurrence	0	1	7.1	7.1	0	0		0.0
	Total	0	1	7.1	7.1	0	0		0.0
Drugs	Trafficking Other Controlled Drugs and Substance Act	0	1	68.0	68.0	0	0		0.0
	Total	0	1	68.0	68.0	0	0		0.0
Statutes & Acts	Landlord/Tenant	0	1	3.4	3.4	0	4	3.4	13.6
	Mental Health Act	0	5	3.4	17.0	1	13	3.4	44.2
	Mental Health Act - No contact with Police	0	4	3.4	13.6	0	2	3.4	6.8
	Mental Health Act - Attempt Suicide	0	1	3.4	3.4	0	0		0.0
	Mental Health Act - Threat of Suicide	0	1	3.4	3.4	0	1	3.4	3.4
	Mental Health Act - Voluntary Transport	0	0		0.0	0	2	3.4	6.8
	Mental Health Act - Placed on Form	0	0		0.0	1	2	3.4	6.8
	Trespass To Property Act	0	7	3.4	23.8	0	2	3.4	6.8
	Total	0	19	3.4	64.6	2	26	3.4	88.4
	Operational	Animal - Bear Complaint	0	1	3.8	3.8	0	0	
Animal - Left in Vehicle		0	1	3.8	3.8	0	0		0.0
Animal Stray		1	4	3.8	15.2	0	2	3.8	7.6
Animal Injured		0	1	3.8	3.8	0	0		0.0
Animal - Dog Owners Liability Act		0	1	3.8	3.8	0	0		0.0
Domestic Disturbance		0	6	3.8	22.8	0	7	3.8	26.6
Suspicious Person		0	11	3.8	41.8	2	11	3.8	41.8
Phone -Master code		0	0		0.0	0	1	3.8	3.8
Phone -Nuisance - No Charges Laid		0	3	3.8	11.4	0	1	3.8	3.8
Phone -Threatening - No Charges Laid		0	0		0.0	0	1	3.8	3.8
Phone -Other - No Charges Laid		0	0		0.0	0	1	3.8	3.8
Fire - Other		0	0		0.0	0	1	3.8	3.8
Insecure Condition - Master code		0	0		0.0	0	1	3.8	3.8



Calls For Service (CFS) Billing Summary Report

Assiginack December - 2023

Billing Categories <i>(Billing categories below do not match additional crime groupings)</i>		2023				2022			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Missing Person Located 12 & older	0	1	3.8	3.8	0	1	3.8	3.8
	Noise Complaint - Master code	0	1	3.8	3.8	0	1	3.8	3.8
	Noise Complaint - Residence	0	0		0.0	0	1	3.8	3.8
	Found Property - Master code	0	0		0.0	0	2	3.8	7.6
	Found-Bicycles	0	0		0.0	0	1	3.8	3.8
	Lost Property -Master code	0	2	3.8	7.6	0	0		0.0
	Lost-Personal Accessories	0	2	3.8	7.6	0	0		0.0
	Lost-Others	0	1	3.8	3.8	0	0		0.0
	Sudden Death - master code	0	2	3.8	7.6	0	0		0.0
	Sudden Death - Natural Causes	0	1	3.8	3.8	0	1	3.8	3.8
	Suspicious Vehicle	0	1	3.8	3.8	1	4	3.8	15.2
	Trouble with Youth	0	1	3.8	3.8	0	2	3.8	7.6
	Unwanted Persons	0	1	3.8	3.8	0	1	3.8	3.8
	Neighbour Dispute	0	11	3.8	41.8	0	15	3.8	57.0
	Firearms (Discharge) By-Law	0	0		0.0	0	1	3.8	3.8
	Fireworks By-Law	0	1	3.8	3.8	0	0		0.0
	Assist Fire Department	0	0		0.0	1	1	3.8	3.8
	Assist Public	1	11	3.8	41.8	0	11	3.8	41.8
	Distressed/Overdue Motorist	0	0		0.0	0	1	3.8	3.8
	Family Dispute	0	9	3.8	34.2	0	8	3.8	30.4
Total	2	73	3.8	277.4	4	77	3.8	292.6	
Operational2	False Alarm -Others	1	5	1.4	7.0	3	13	1.4	18.2
	Keep the Peace	0	6	1.4	8.4	1	2	1.4	2.8
	911 call / 911 hang up	1	2	1.4	2.8	0	6	1.4	8.4
	911 call - Dropped Cell	1	8	1.4	11.2	0	2	1.4	2.8
	Total	3	21	1.4	29.4	4	23	1.4	32.2
Traffic	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	0	0		0.0	0	1	3.7	3.7
	MVC - Prop. Dam. Non Reportable	0	5	3.7	18.5	0	2	3.7	7.4



Calls For Service (CFS) Billing Summary Report

Assignack December - 2023

Billing Categories <i>(Billing categories below do not match additional crime groupings)</i>		2023				2022			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Traffic	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	1	16	3.7	59.2	4	20	3.7	74.0
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	0	1	3.7	3.7	0	1	3.7	3.7
	Total	1	22	3.7	81.4	4	24	3.7	88.8
Total		7	169		813.4	15	189		856.6

Note to Detachment Commanders:

- The content of each report is to be shared by the Detachment Commander only with the municipality for which it was generated. The municipality may treat this as a public document and distribute it as they wish.
- All data is sourced from the Niche RMS application. Included are 'reported' occurrences (actuals and unfounded occurrences) for 'billable' occurrences ONLY. Data is refreshed on a weekly basis.
- The Traffic category includes motor vehicle collision (MVC) occurrences entered into Niche (UCR code 8521). MVCs are NOT sourced from the eCRS application for this report.
- Only the primary violation is counted within an occurrence.
- Time standards displayed are for the 2023 billing period.

Note to Municipalities:

- Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continues to investigate and solve crime.
- This report is NOT to be used for crime trend analysis as not all occurrences are included.
- Data groupings within this report do not match traditional crime groupings seen in other public reports such as the OPP Police Services Board reports or Statistics Canada reporting.



UNAPPROVED MINUTES - FIRST MEETING
BOARD OF HEALTH
PUBLIC HEALTH SUDBURY & DISTRICTS
BOARDROOM, SECOND FLOOR
THURSDAY, JANUARY 18, 2024 – 1:30 P.M.

BOARD MEMBERS PRESENT

Ryan Anderson
Robert Barclay
Renée Carrier
Guy Despatie

René Lapierre
Bill Leduc
Abdullah Masood
Ken Noland

Michel Parent
Mark Signoretti
Al Sizer
Natalie Tessier

STAFF MEMBERS PRESENT

Stacey Gilbeau
Stacey Laforest

France Quirion
Rachel Quesnel

Renée St Onge
Dr. Penny Sutcliffe

R. QUESNEL PRESIDING

1. CALL TO ORDER AND TERRITORIAL ACKNOWLEDGMENT

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

2. ROLL CALL

3. REVIEW OF AGENDA/DECLARATIONS OF CONFLICTS OF INTEREST

There will be an in-camera session and addendum for today's meeting.

4. ELECTION OF OFFICERS

Following a call for nominations for the position of Chair of the Board of Health, René Lapierre was nominated. There being no further nominations, the nomination for the Board of Health Chair for Public Health Sudbury & Districts for 2024 was closed. R. Lapierre accepted his nomination.

01-24 APPOINTMENT OF CHAIR OF THE BOARD

MOVED BY TESSIER – SIGNORETTI: THAT the Board of Health appoints René Lapierre as Chair for the year 2024.

CARRIED

R. LAPIERRE PRESIDING

Following a call for nominations for the position of Vice-Chair of the Board of Health, Mark Signoretti was nominated. There being no further nominations, the nomination for Vice-Chair for the Board of Health for 2024 was closed. M. Signoretti accepted his nomination.

02-24 APPOINTMENT OF VICE-CHAIR OF THE BOARD

MOVED BY SIZER – MASOOD: THAT the Board of Health appoints Mark Signoretti as Vice-Chair for the year 2024.

CARRIED

Following a call for nominations for three positions of Board Member at Large to the Board Executive Committee, Ken Noland, Natalie Tessier, and Abdullah Masood were nominated. There being no further nominations, the nominations for the Board Executive Committee for the year 2024 was closed. The three nominees accepted their nominations.

03-24 APPOINTMENT TO BOARD EXECUTIVE COMMITTEE

MOVED BY SIZER – BARCLAY: THAT the Board of Health appoints the following individuals to the Board Executive Committee for the year 2024:

1. Ken Noland, Board Member at Large
2. Natalie Tessier, Board Member at Large
3. Adbullah Masood, Board Member at Large
4. René Lapierre, Chair
5. Mark Signoretti, Vice-chair
6. Medical Officer of Health/Chief Executive Officer
7. Director, Corporate Services
8. Secretary Board of Health

CARRIED

Following a call for nominations for three positions of Board Member at Large to the Finance Standing Committee of the Board, Michel Parent, Mark Signoretti, and Ken Noland were nominated. There being no further nominations, the nominations for the Finance Standing Committee of the Board of Health for the year 2024 was closed. The three nominees accepted their nominations.

04-24 APPOINTMENT TO FINANCE STANDING COMMITTEE OF THE BOARD

MOVED BY NOLAND – ANDERSON: THAT the Board of Health appoints the following individuals to the Finance Standing Committee of the Board of Health for the year 2024:

1. **Mark Signoretti, Board Member at Large**
2. **Mike Parent, Board Member at Large**
3. **Ken Noland, Board Member at Large**
4. **René Lapierre, Chair**
5. **Medical Officer of Health/Chief Executive Officer**
6. **Director, Corporate Services**
7. **Secretary Board of Health**

CARRIED

5. DELEGATION/PRESENTATION

i) Food Insecurity: An Urgent Public Health Issue

- Stacey Gilbeau, Director, Health Promotion Division
- Bridget King, Public Health Dietitian, Health Promotion Division

S. Gilbeau and B. King were invited to present on the topic of household food insecurity and provide a greater understanding of the complexities of food insecurity and the need for solutions to address inadequate incomes. Household food insecurity is defined as the inadequate or insecure access to food due to financial constraints (Li et al., 2023).

Household food insecurity is one of the strongest predictors of poor health, making it a serious public health issue. The healthcare costs of individuals who are the most food insecure can be more than double that of individuals who are food secure, and consequentially negatively impacting the health care system.

Food insecurity is more common among the female single-parent households, those living in rental housing, households receiving any form of social assistance and non-white households. It was noted that food insecurity is rooted in poverty and for racialized groups experiencing food insecurity, the experience is also entrenched in colonialism and racism.

Food affordability within the Public Health Sudbury & Districts service area was outlined and Board members were reminded that, since 1998, Ontario boards of health have been mandated to monitor food affordability using the National Nutritious Food Basket. In all four income scenarios, with the exception of a family of four on a median Ontario income, families or individuals were demonstrated to be likely to be struggling financially and may experience food insecurity.

It was noted that food charity is the most common response to food insecurity; however, evidence shows food banks do not address the root causes of the problem of food

insecurity. Programs and policies are needed to address inadequate incomes. All levels of government have a role to play for income solutions to address the root of the problem of food insecurity, including a living wage, social assistance, benefit rates, and minimum wage rates that match the cost of living and indexed to inflation as well as a basic income guarantee. Food insecurity is an urgent public health problem and a serious human rights and social justice issue for federal, provincial, and local public policy agendas.

Questions were entertained relating to food accessibility and affordability in remote areas and sourced data for the income scenarios. It was clarified that Public Health focuses on addressing income disparities versus advocating to lower food cost. It was noted that the DSSAB are another voice as it relates to food insecurity for those struggling financially.

6. CONSENT AGENDA

- i) Minutes of Previous Meeting**
 - a. Seventh Meeting – November 16, 2023
 - b. Special Board of Health Meeting – November 21, 2023
 - c. Special Board of Health Meeting – December 13, 2023
- ii) Business Arising from Minutes**
- iii) Report of Standing Committees**
- iv) Report of the Medical Officer of Health / Chief Executive Officer**
 - a. MOH/CEO Report, January 2024
- v) Correspondence**
 - a. Public Health Strengthening and Chronic Disease Prevention
 - Letter from Middlesex-London Health Unit Board of Health Chair, Medical Officer of Health and Secretary and Treasurer to Dr. Sutcliffe, dated December 19, 2023
 - b. Universal Healthy School Food Program
 - Letter from Middlesex-London Health Unit Board of Health Chair, Medical Officer of Health and Secretary and Treasurer to Dr. Sutcliffe, dated December 19, 2023
 - c. Congratulatory letter re provincial appointment to Board of Health for Public Health Sudbury & Districts
 - Letter from the Deputy Premier and Minister of Health to R. Anderson, dated December 14, 2023
 - d. Regulation of Nicotine Products
 - Letter from alPHA President to Federal Minister of Health, December 1, 2023
 - e. Bill 103, Smoke-Free Ontario Amendment Act (Vaping is not for Kids), 2023
 - Letter from Haliburton, Kawartha, Pine Ridge District Health Unit Board of Health Chair to the Deputy Premier and Minister of Health, dated November 16, 2023

- f. Ontario Not-for-Profit Corporations Act for Boards of Health
 - Letter from LeNoury Law to alPHa, dated May 11, 2023
- vi) **Items of Information**
 - a. Annual Survey Results from 2023 Regular Board of Health Meeting Evaluations
 - b. Annual Meeting Attendance Summary Board of Health for Public Health Sudbury & Districts 2023
 - c. alPHa's Virtual 2024 Winter Symposium and Section Meetings and Workshops, February 14-16, 2023
 - d. Memo from Chief Medical Officer of Health Re: 2024 Annual Service Plan and Budget Submission Package dated December 13, 2023

R. Lapierre introduce Kathy Dokis who started on January 8, 2024, as the Director of Indigenous Public Health for Public Health Sudbury & Districts.

Board members were reminded that Public Health Sudbury & Districts' Indigenous Engagement work formally started in 2018 when the Board of Health endorsed the *Indigenous Engagement Strategy, Finding our Path Together*. The Board had also endorsed the Indigenous Engagement Governance ReconciliAction Framework in June 2023 following a Board of Health education session that helped inform the steps for governance-level action. As part of this, the need for focused and experienced Indigenous leadership to further our path, leverage and build on the excellent work to date, and support our vision into the future was recognized.

The 2023 Board of Health meeting evaluation roll up includes informative data and the Board Chair will share the summary with Dr. Hirji.

05-24 APPROVAL OF CONSENT AGENDA

MOVED BY ANDERSON – TESSIER: THAT the Board of Health approve the consent agenda as distributed.

CARRIED

7. NEW BUSINESS

- i) **Household Food Insecurity**
 - Briefing Note from the Medical Officer of Health and Chief Executive Officer to the Board of Health Chair dated January 11, 2024

The 2023 Public Health Sudbury & Districts' monitoring food affordability results outlined in English and French Appendix A continue to indicate that some households struggle with eating healthfully and must make the choice between healthy eating and paying for other

core living expenses. Due to its impact on health, food insecurity is an urgent public health problem.

The proposed motion covers detail highlighting the importance of social assistance rates as well as population health assessment and surveillance as it relates to monitoring food environment and monitoring food affordability. The briefing note and motion build on today's presentation, *Food Insecurity: An Urgent Public Health Issue*,

06-24 HOUSEHOLD FOOD INSECURITY

MOVED BY TESSIER – SIZER: WHEREAS food security is a chronic and worsening health issue as documented by annual local data on food affordability and as recognized by multiple Association of Local Public Health Agencies (alPHA) resolutions: A05-18 (Adequate Nutrition for Ontario Works and Ontario Disability Support Program), A18-02 (Minimum Wage that is a Living Wage), A15-04 (Basic Income Guarantee), and A23-05 (Monitoring Food Affordability in Ontario and the Inadequacy of Social Assistance Rates)

THEREFORE BE IT RESOLVED THAT the Board of Health for Public Health Sudbury & Districts call on the provincial government to incorporate local food affordability findings in determining adequacy of social assistance rates to reflect the current costs of living and to index Ontario Works rates to inflation going forward; and

THAT in the context of the Public Health Strengthening roles and responsibilities deliberations, the Board of Health urge all health system partners to remain committed to population health assessment and surveillance as it relates to monitoring food environments and, specifically, to monitoring food affordability; and

FURTHER THAT the Board of Health for Public Health Sudbury & Districts share this motion broadly with local and provincial stakeholders.

CARRIED

ii) Gender-based and Intimate Partner Violence

- Briefing Note from the Medical Officer of Health and Chief Executive Officer to the Board of Health Chair dated January 11, 2024

The public health sector, including Public Health Sudbury & Districts, has an important role in denouncing acts of gender-based and intimate partner violence and in contributing to improved health opportunities for those directly affected, as well as families and communities.

The seriousness of this issue, including within our catchment area, was recognized, as evidenced by local statistics. The motion recommends endorsing the City of Greater

Sudbury motion declaring gender-based violence and intimate-partner violence an epidemic. Many other municipalities, including some within Public Health Sudbury & Districts have declared gender-based violence and intimate partner violence as an epidemic.

It was added that police-reported family violence in Canada has been rising annually for at least the last five years and it was noted that there is evidence of an increase in gender-based violence and intimate partner violence during the COVID-19 pandemic.

07-24 GENDER-BASED AND INTIMATE PARTNER VIOLENCE

MOVED BY LEDUC – CARRIER: WHEREAS boards of health are required under the Ontario Public Health Standards to develop interventions to prevent injuries, including those caused by violence; and

WHEREAS police-reported family violence across Canada is increasing and locally, in 2022, the Greater Sudbury Police Service investigated 3,227 intimate partner violence reports, resulting in 867 intimate partner violence charges; and

WHEREAS in Sudbury, between 2018 and June 2023, there were 218 emergency department visits related to intimate partner violence; and

WHEREAS the City of Greater Sudbury, Northeastern Manitoulin and the Islands, Billings Township, and 93 other municipalities in Ontario have declared gender-based violence and intimate partner violence as an epidemic; and

WHEREAS calling out the urgency of the issue and denouncing violence contributes to changing norms and improving coordinated multi-sector action, ultimately improving health outcomes for those directly affected, as well as families and communities;

THEREFORE BE IT RESOLVED THAT the Board of Health for Public Health Sudbury & Districts endorse the November 7, 2023, City of Greater Sudbury motion declaring gender-based violence and intimate-partner violence an epidemic.

CARRIED

Consensus was sought and received for agenda items 7 iv) and v) to be addressed before agenda item 7 iii).

- iii) **Ministry of Health Public Health Strengthening – Voluntary Mergers**
 - Algoma Public Health and Public Health Sudbury & Districts Feasibility Assessment
 - Joint Board of Health session, Sault Ste Marie, January 12-13, 2024

Dr. Sutcliffe walked through a slide deck outlining the journey Public Health Sudbury & Districts has been on since the Board of Health motion 52-23 at the September 21, 2023, Board meeting. Steps to date were summarized for exploring the feasibility of a voluntary merger in response to the Board's direction on November 16, 2023, that the Medical Officer of Health to engage with Algoma Public Health to seek provincial funding to study the feasibility of a voluntary merger of our two local public health agencies.

The structure of the model for this work is similar to the North East Public Health Transformation Initiative (NEPHTI) model and recognizes important components such as change management and communication. Public Health Sudbury & Districts Board membership on the Merger Governance Working Group and Oversight Committee was outlined.

A timelines diagram identifying milestones since the Ministry's Strengthening Public Health Strategy announcement in August 2023, was reviewed. Work completed to date include the key informant interview, the development of the Snapshot and current work underway by the various working groups to gather information for the Integrated Working Document (IWD) that will be tabled at Board meetings in February. The IWD will inform the business case submission to Ministry. It is still unknown how long it will take for the Ministry to approve merger submissions. The business case requires a budget for the new merger entity and a business continuity. Before the final step of merger, there is an offramp opportunity for respective Boards of Health. The Ministry has indicated in their announcement that voluntary mergers would be taking affect January 1, 2025.

The IWD will help inform Board of Health deliberations. The consultants are leading this work and we are populating separately and jointly. Areas from within the IWD that will be the responsibility of Governance Working Group include governance/BOH, organizational leadership, geographic delivery model and staffing. It is proposed that the materials be tabled at a special Board meeting on February 15 for the Board's review and decision making at a Board meeting on February 20, 2024.

A joint education session was held for Algoma Public Health and Public Health Sudbury & Districts Boards of Health in Sault Ste Marie on Friday January 12 and Saturday, January 13, 2024. There was uneven participation with 9/10 APH Board members (10/10 until supper on Friday) and 6/12 PHSD Board members. It is important that all Board members have the opportunity the receive the same information and go on the journey.

Board members who were present at the Joint Education Session shared their observations. It was noted as being valuable to meet in person and provided opportunities to get to know

APH counterparts, gain clarity regarding their perspectives, better understand challenges, assumptions, concerns, and opportunities.

It was noted that the Snapshot was very helpful for both Boards in understanding their own organization and how their organization compares with their neighbour. The time and efforts that were put into the development of the Snapshot were recognized by the Board.

As evidenced through the key informant interviews and voiced at the Joint Education Session, not all BOH members are in favor of a merger.

Dr. Sutcliffe reviewed the current state for Algoma Public Health and Public Health Sudbury & Districts as these are informed by unique histories and milestones. Populations served/local demographics for both organizations were reviewed as well as geography, office locations, budget allocations by Foundation, Health Promotion, and Health Protection Standards, workforce/full time equivalents and individuals by main function, overview of Corporate Services and financial overview. Difference in provincial and municipal per capita funding were reviewed.

PHSD staffing functions include an emphasis on foundational standards and health equity. It was noted that there are no French language requirements for Algoma Public Health staffing positions. There are differences in APH has a central pool for support staff and PHSD embeds support staff, APH contracts out IT services and PHSD contracts out facilities management. It was also noted that both main offices are own with APH having 75,000 ft² and PHSD 47,000 ft² and APH has a mortgage.

The legal presentation by L. Stoltz, Morris+Stoltz+Evans LLP, during the Joint Board Education Session regarding legislative considerations for the merger was summarized. The threshold question for the Board is *will the proposed merger improve, or best protect, delivery of public health programs and services to population served by your BOH?* (during day-to-day and in times of extraordinary need/surge capacity).

Merger-related wise words from the speaker Karen McLure at Friday's Joint Education Session:

1. One team – all in
 - Do it quickly
2. Progress not perfection
 - Analysis paralysis
3. Find your North Star
 - Why are we doing this?
 - Believe in it!

Next steps were reviewed and it was mentioned that a letter will be going to community partners to inform them of the merger discussions.

A motion will come forward via today's addendum to hold a special Board meeting on February 15 to review and discuss details of the proposed merger and to change the regular meeting to February 20 for decision making. Both Boards are aligning Board meetings as meeting schedules are out of sync. If there is a need for another face to face meeting, PHSD will invite APH to Sudbury.

iv) Board of Health Manual

- Revised B-I-10 Vision/Mission Information Sheet
- B-I-11 Strategic Plan Policy
- Revised B-I-12 Strategic Priorities Information Sheet

The Board of Health manual policy and information sheets relating to Public Health Sudbury & District's strategic plan have been reviewed and updated to reflect the 2024–2028 strategic plan. A fulsome review of the Board of Health Manual will be conducted at a later date this year; however, it is timely to ensure the strategic plan is up to date in the Board of Health manual.

08-24 BOARD OF HEALTH MANUAL

Moved by ANDERSON – PARENT: THAT the Board of Health, having reviewed the revised B-I-10 Vision/Mission Information Sheet, B-I-11 Strategic Plan Policy and B-I-12 Strategic Priorities Information Sheet, approves the contents therein for inclusion in the Board of Health Manual.

CARRIED

v) Board of Health Remuneration

- Board of Health Manual Board of Health Remuneration Policy and Procedure I-I-10

The Board Chair noted that the Board remuneration for Public Health Sudbury & Districts has not changed in 20 years. Further follow-up will be undertaken to determine what other local public health agencies are providing as Board remuneration.

Dr. Sutcliffe added that there was a scan conducted in 2016 of BOH remuneration and it was determined at that time that the rate would not change. The most recent scan resulted in a recommendation to increase the \$100 daily rate to \$110 and a rate of \$150 for Board functions that are longer than 4 hours. It was clarified that there are restrictions in remuneration per the Health Protection and Promotion Act in that if a BOH members is remunerated by their council, then Public Health Sudbury & Districts cannot remunerate.

The exception is the Board of Health Chair. Also, the remuneration rate cannot be higher than that for councillors within municipalities in the Board's catchment area. The recommended motion provides a better alignment with the remuneration of other boards.

09-24 BOARD OF HEALTH REMUNERATION

MOVED BY SIGNORETTI – DESPATIE: WHEREAS the *Health Promotion and Protection Act (HPPA)* provides by way of Board of Health Policy I-I-10 for the remuneration of Board of Health members; and

WHEREAS Board of Health members are a valuable and integral part of the public health system, providing essential governance leadership of local public health agencies, and being accountable to the community for ensuring that the health of the public is protected and promoted; and

WHEREAS motion 17-04 set the rate of daily remuneration of board members for attendance at Board of Health meetings and approved Board of Health functions at \$100; and

WHEREAS it is reasonable to increase rates set 20 years ago, based on a current scan and ensuring compliance with applicable legislation;

THEREFORE BE IT RESOLVED THAT the rate of daily remuneration of board members for attendance at Board of Health meetings and approved Board of Health functions be set at \$110, and \$150 for should the meeting(s) and/or approved function(s) be of total duration of four hours or more in a day, effective January 1, 2024.

CARRIED

8. ADDENDUM

10-24 ADDENDUM

MOVED BY BARCLAY – CARRIER: THAT this Board of Health deals with the items on the Addendum.

CARRIED

DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

i) Board of Health Meeting Date

The motion proposes to switch the February 15, 2024, regular Board meeting to February 20 and that a special meeting be held on February 20, 2024. The Integrated

Working Document (IWD) would be shared for review and discussed at the special February 15 meeting, and a motion would be entertained for the Board's decision at the February 20, 2024, regular board meeting.

Algoma Public Health is also looking at hold a special Board meeting and regular Board meeting on a similar schedule.

11-24 CHANGE IN BOARD OF HEALTH MEETING DATE

MOVED BY SIGNORETTI – DESPATIE: WHEREAS the Board of Health regularly meets on the third Thursday of the month; and

WHEREAS By-Law 04-88 in the Board of Health Manual stipulates that the Board may, by resolution, alter the time, day, or place of any meeting.

THEREFORE, BE IT RESOLVED THAT this Board of Health agrees:

- **THAT a Special Board of Health meeting be held at 1:30 p.m. on Thursday, February 15, 2024, to discuss merger planning as set out in the provincial government's Strengthening Public Health plan; and**
- **THAT the regular Board of Health meeting scheduled for 1:30 p.m. Thursday, February 15, 2024, be rescheduled to 1 p.m. on Tuesday, February 20, 2024.**

CARRIED

9. IN CAMERA

11-24 IN CAMERA

MOVED BY MASOOD – SIZER: THAT this Board of Health goes in camera to deal with personal matters involving one or more identifiable individuals, including employees or prospective employees. Time: _____

CARRIED

10. RISE AND REPORT

Quorum was lost at 4:40 p.m. during the in-camera session; therefore, the remainder of the agenda was deferred and the meeting adjourned

11. ANNOUNCEMENTS

12. ADJOURNMENT

12-24 ADJOURNMENT

MOVED BY BARCLAY – TESSIER: THAT we do now adjourn. Time: 4:44 p.m.

Unapproved

**Manitoulin Centennial Manor
Board of Management Meeting
Dec 21, 2023
(unapproved)**

Present:

Pat MacDonald, (Chair) Dawn Orr, Art Hayden, Mary Jane Lenihan,
Dawn Orr, by Phone)

Don Cook, (Administrator); Sylvie Clark, (DOC)

With regrets – Brenda Reid, Keith Clement, (Extendicare) Mike Erskine (Expositor)

Jim Cahill – resigned from Billings council and represented them on this board so he is no longer a
board member.

Meeting held in Manor boardroom.

1.0 Call to order

1.1 Meeting called to order at 10.00 a.m. by Chair, Pat MacDonald

1.2 Welcome

2.0 Approval of Agenda

2.1 Motion to approve agenda.

Move 4.1 to 10.1 In Camera

Moved by Art Hayden

Seconded M.J. Lenihan

.... carried

3.0 Approval of Minutes

3.1 Motion put forward to approve Nov. 2023 minutes.

Moved by M.J. Lenihan

Seconded Dawn Orr

.... carried

4.0 New Business

4.1 - Moved to 10.1 "In Camera"

5.0 Business Arising from Minute

5.1 Kitchen floor quote

Defer to January meeting, as only 1 of 3 quotes have been received.

Motion to defer

Moved by Art Hayden


Seconded M.J. Lenihan

..... carried

5.2 Update on Lower-level floor repair.

Completed with no issues and looks very good. Very professional done and just under
\$1,400 dollars under quote.

6. Fundraising Update

6.1 Courtyard – Fencing company has notified us that they will not be able to
install the fence until spring, but they will install a snow fence to help protect the new 
gardens at no extra cost.

6.2 Dining Room - We have had to put a hold on the finishing of trim while in outbreak and will finish early in the new year.
Curtains and tablecloths are being worked on.

6.3 Tree of Lights - Donations are continuing to come in and we are currently over \$ 33,000 dollars that will buy us 16 new beds with 8 on order.

7.0 Correspondence - None

8.0 Administrator's Report

8.1 Attached Report

Moved by M.J Lenihan

Seconded by Dawn Orr

.... carried

9.0 Extencicare Report

9.1 Financial Statement and Bank Reconciliation for Nov. 2023

Motion to accept.

Moved by Art Hayden

Seconded by M.J. Lenihan

.... carried

10.0 In Camera

10.1 To go In Camera – As Dawn was on by phone in her vehicle and not alone, she ask to be excused from the In Camera and left the meeting.

With Dawn leaving there were only 3 board members left and not enough for quorum, so the meeting was adjourned.

Date of Next Meeting: - will be Jan 25, 2024. At 10:00 a.m.

Reminder that at the Jan meeting, need to have elections for Chair & Vice Chair

Note: Need to work on setting up a Family Council in the New Year.

11.0 Adjournment

Motion to adjourn. At 11:00

Automatic

January 12, 2024

Hon. Stan Cho, Minister of Long-Term Care
Ministry of Long-Term Care
6th Floor, 400 University Avenue
Toronto, Ontario
M5G 1S5

Dear Minister Cho:

Re: Governance Structure Review of Boards of Management for Territorial District Homes

Congratulations on your recent appointment to Minister of Long-Term Care. We wish you all the best with your new portfolio.

We are member municipalities of the District of Nipissing East Home for the Aged (Cassellholme) and represent seven of the nine member municipalities. Our home is one of only six homes in Northern Ontario that fall under Section 128 of Ontario's *Fixing Long-Term Care Act, 2021* as territorial district homes governed by Boards of Management. We are in a unique situation as only 6 homes out of 627 long-term care homes in the province are territorial district homes. We are mostly small, rural municipalities who joined forces with the City of North Bay, the ninth member municipality, in the 1960s to provide care for the eldest population in our communities.

In 2007, the Ministry mandated that Cassellholme be redeveloped to class A beds by 2025. The Board of Management at Cassellholme determined that a brand-new building was the most cost-effective option available to meet class A standards. It took from 2007 to 2022 for the Board of Management to begin construction of the new home. There are likely various reasons as to why it took so long to get shovels in the ground, but what became evident from the onset of redevelopment discussions was that the governance structure of the home is flawed. This is no fault of the Board; it is provincial legislation that dictates the governance structure of our home.

Prior to beginning the redevelopment of Cassellholme, member municipalities went through a long and difficult process of negotiating and finally accepting to proceed with the build which created significant hardships between member municipalities and the Board of Management. To this day, there is a damaged relationship with the Board. This is certainly not how we neighbouring municipalities wanted the process to play out and we are now faced with the outcomes: a strained relationship with the Board and a construction project that ballooned from the initial estimate of approximately \$50 million to more than \$120 million over time with us having little say over redevelopment decisions. Although our municipalities do not disagree that the home needed to be redeveloped, we disagree with the process by which the Board of Management went ahead with the redevelopment. There were not equal decision-making opportunities for all member municipalities. Because of the governance structure, municipal appointees from the City of North Bay and the provincial appointees (5 out of 7 Board members) were able to dictate the direction and make all development decisions leaving the remaining eight municipalities with very little say. One member municipality and the province made a \$120 million decision that the rest of our communities must live with and finance for the next 25 years.

As Cassellholme develops, we small rural communities feel that our concerns for improved representation of our communities and public accountability to our citizens have been largely

ignored. And with the passing of the COVID-19 pandemic, and the recognized impacts on long-term care homes and their residents, we feel that these deserve better attention. We are requesting that you review the governance structure for territorial district homes to allow for permanent municipal representation for all member municipalities.

As per current legislation, the Boards of Management are each made up of a combination of municipal and provincial appointees. Appendix "A" outlines the current structure of the Board of Management for each home. It is not equitable that one or more of the municipalities within a district has several permanent Board seats, and each remaining municipality rotates representation on the Board. On the Board in our home, the City of North Bay has three permanent seats while all other municipalities rotate having a seat every 12 years. Only 33.3% of the municipal owners (3 of 9) of our home have a vote on the governance and direction of seniors' services in our district at any given time. All municipalities pay into the home's costs, each paying equal share per dollar of assessment; therefore, all municipalities should have permanent opportunity to participate in the direction of the home.

There are a few options for amending the Board composition of homes. We are not necessarily asking that the Ministry reduce the number of permanent seats a municipality has. We are asking for all to have a permanent seat. This may mean increasing the number of board members per Board of Management or a combination of additional seats and a reduction or elimination of the number of provincial appointees. Is there a need for provincial appointees? They are not Ministry staff or health care professionals that are on the Board to provide health care expertise or governance skills. The appointees are members of the community not necessarily any different than elective officials who are members of their community.

Although not all municipalities belonging to the 6 district territorial homes may agree with our take on the governance structure for the homes, we have requested their support for the Ministry to review the legislation and provide opportunity for municipalities to be consulted. Our Councils have passed resolutions to this effect. Enclosed are copies of our resolutions. Should the Ministry not proceed with a review of all Boards of management, for our home, the District of Nipissing East Home for the Aged, we are asking you to amend Schedule 3 of O. Reg. 246/22 *under Fixing Long-Term Care Act, 2021* by: (1) removing the Town of Mattawa, Municipality of Mattawan, Township of Calvin, and Township of Papineau-Cameron from the membership of The District of Nipissing East Home for the Aged to support the Algonquin Nursing Home located in the Town of Mattawa; and (2) replacing Schedule 3 as follows:


"The board of management for the District of Nipissing East shall consist of seven members and the areas they represent, and the manner of their appointment shall be as follows:

1. Area 1, represented by three members to be appointed by the municipal council of the City of North Bay.
2. Area 2, represented by one member with one to be appointed by the municipal council of,
 - i. the Township of South Algonquin,
3. Area 3, represented by three members with one to be appointed by each of the municipal councils of,
 - i. the Township of Bonfield,

- ii. the Township of Chisholm,
- iii. the Township of East Ferris.”

We thank you in advance for committing to review the governance structure of territorial district homes and should you feel it beneficial, we welcome a meeting, at your earliest convenience, to consult on any proposed changes to the legislation.


Sincerely,


Narry Paquette (Jan 5, 2024 10:09 EST)

Narry Paquette
Mayor
Township of Bonfield


Richard Gould (Jan 8, 2024 13:46 EST)

Richard Gould
Mayor
Municipality of Calvin


Gail Degagne
Mayor
Township of Chisholm


Pauline Rochefort (Jan 9, 2024 12:52 EST)

Pauline Rochefort
Mayor
Municipality of East Ferris


R.A. Belanger (Jan 12, 2024 10:49 EST)

Raymond Belanger
Mayor
Town of Mattawa

Peter Murphy
Peter Murphy (Jan 18, 2024 17:31 EST)

Peter Murphy
Mayor
Municipality of Mattawan

Robert Corriveau
Robert Corriveau (Jan 24, 2024 10:39 EST)

Robert Corriveau
Mayor
Township of Papineau-Cameron

- c.c. **John Jordan, Parliamentary Assistant, Ministry of Long-Term Care**
Hon. Vic Fedeli, MPP Nipissing
District of Nipissing East Home for the Aged (Cassellholme) Member Municipalities
District of Kenora Home for the Aged (Pinecrest) Member Municipalities
District of Manitoulin Home for the Aged (Manitoulin Centennial Manor) Member Municipalities
District of Nipissing West Home for the Aged (Au Château) Member Municipalities
District of Parry Sound East Home for the Aged (Belvedere Heights) Member Municipalities
District of Parry Sound West Home for the Aged (Eastholme) Member Municipalities

Appendix "A"

District Home	# of Member Municipalities	# of Municipalities Without a Seat on Board	% of Municipalities Without a Seat on Board	# of Municipal Appointees on Board	# of Provincial Appointees on Board	Total # of Board Members
District of Kenora	9	4	44.4%	6	3	9
District of Manitoulin	9	4	44.4%	5	2	7
District of Nipissing East	9	6	66.7%	5	2	7
District of Nipissing West	2	0	00.0%	5	2	7
District of Parry Sound East	14	9	64.3%	5	2	7
District of Parry Sound West	8	4	50.0%	5	2	7



The County
PRINCE EDWARD COUNTY • ONTARIO

From the Office of the Clerk
The Corporation of the County of Prince Edward
T: 613.476.2148 x 1021 | F: 613.476.5727
clerks@pecounty.on.ca | www.thecounty.ca

RECEIVED
JAN 23 2024

January 22, 2024

Please be advised that during the regular Council meeting of January 16, 2024 the following motion regarding support for the Province to expand the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements was carried:

RESOLUTION NO. 2024-46

DATE: January 16, 2024

MOVED BY: Councillor Nieman

SECONDED BY: Councillor Branderhorst

WHEREAS By-Law 3256-2013, being a By-Law to Establish, Maintain, and Operate a Fire Department established service level standards for the Corporation of the County of Prince Edward Fire Department;

AND WHEREAS apparatus and equipment are directly tied to the delivery of fire protection services authorized by Council in By-Law 3256-2013, and a safe, reliable and diverse fleet is required to serve operational needs;

AND WHEREAS fire Apparatus is governed by industry best practices, the application of law and recognized industry partners, including the Ontario Fire Service Section 21 Guidance Notes, National Fire Protection Association Standards, The Occupational Health and Safety Act, and Fire Underwriters Survey (FUS);

AND WHEREAS Fire Underwriters Survey (FUS) is a provider of data, underwriting, risk management and legal/regulatory services focusing on community fire-protection and fire prevention systems in Canada, establishing apparatus replacement schedules based on safety and risk mitigation practices;

AND WHEREAS on November 16, 2023, Council, received report FD-06-2023 regarding asset Management - Fire Apparatus Fleet Report and noted the budgetary pressures of meeting FUS replacement schedules;

AND WHEREAS no provincial funding is available for new fire trucks, yet, small and rural municipalities must meet the same standards set by FUS as larger municipalities for fire equipment, including additional pressure to move fire trucks out when they reach a specific age, even though they can still meet the safety regulations;



TheCounty
PRINCE EDWARD COUNTY • ONTARIO

From the Office of the Clerk
The Corporation of the County of Prince Edward
T: 613.476.2148 x 1021 | F: 613.476.5727
clerks@pecounty.on.ca | www.thecounty.ca

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of Prince Edward County direct the Mayor to draft a letter to MPP Minister Todd Smith requesting a meeting to discuss the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements; and

THAT the Mayor draft a letter to FUS requesting the creation of a new community fire-protection and fire prevention insurance system that does not put all municipalities under the same umbrella, with distinct categories for rural and urban municipalities;

THAT this resolution be sent to Premier Doug Ford, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, Paul Calandra, Minister of Municipal Affairs and Housing requesting a response on this matter within 30 days of receipt; and

THAT this resolution be shared with all 444 municipalities in Ontario, The Federation of Canadian Municipalities (FCM), The Association of Municipalities Ontario (AMO), and The Eastern Ontario Wardens' Caucus (EOWC).

CARRIED

Yours truly,

Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Nieman, Councillor Branderhorst, Marcia Wallace, CAO and Fire Chief Chad Brown



Public Health
Santé publique
SUDBURY & DISTRICTS

January 24, 2024

VIA ELECTRONIC MAIL

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Dear Recipient:

Re: Household Food Insecurity

At its meeting on January 18, 2024, the Board of Health carried the following resolution #06-24:

WHEREAS food security is a chronic and worsening health issue as documented by annual local data on food affordability and as recognized by multiple Association of Local Public Health Agencies (aLPHa) resolutions: A05-18 (Adequate Nutrition for Ontario Works and Ontario Disability Support Program), A18-02 (Minimum Wage that is a Living Wage), A15-04 (Basic Income Guarantee), and A23-05 (Monitoring Food Affordability in Ontario and the Inadequacy of Social Assistance Rates)

THEREFORE BE IT RESOLVED THAT the Board of Health for Public Health Sudbury & Districts call on the provincial government to incorporate local food affordability findings in determining adequacy of social assistance rates to reflect the current costs of living and to index Ontario Works rates to inflation going forward; and

THAT in the context of the Public Health Strengthening roles and responsibilities deliberations, the Board of Health urge all health system partners to remain committed to population health assessment and surveillance as it relates to monitoring food environments and, specifically, to monitoring food affordability; and share this motion broadly with local and provincial stakeholders.

Sudbury

1300 rue Paris Street
Sudbury ON P3E 3A3
t: 705.522.9200
f: 705.522.5182

Elm Place

10 rue Elm Street
Unit / Unité 130
Sudbury ON P3C 5N3
t: 705.522.9200
f: 705.677.9611

Sudbury East / Sudbury-Est

1 rue King Street
Box / Boîte 58
St.-Charles ON P0M 2W0
t: 705.222.9201
f: 705.867.0474

Espanola

800 rue Centre Street
Unit / Unité 100 C
Espanola ON P5E 1J3
t: 705.222.9202
f: 705.869.5583

Île Manitoulin Island

6163 Highway / Route 542
Box / Boîte 87
Mindemoya ON P0P 1S0
t: 705.370.9200
f: 705.377.5580

Chapleau

34 rue Birch Street
Box / Boîte 485
Chapleau ON P0M 1K0
t: 705.860.9200
f: 705.864.0820

toll-free / sans frais

1.866.522.9200

phsd.ca



Letter
Re: Household Food Insecurity
January 24, 2024
Page 2

Household food insecurity is one of the strongest predictors of poor health, making it a serious public health issue (PROOF, 2023). Individuals who are food insecure are at higher risk of diet-related diseases like diabetes and are at higher risk for a wide range of chronic conditions such as depression and anxiety disorders, arthritis, and chronic pain. Household food insecurity leaves an indelible mark on children's health and well-being (PROOF, 2023). The experience of food insecurity in childhood is associated with mental health concerns throughout childhood and into early adulthood (PROOF, 2023). In Ontario, the healthcare costs of individuals who are the most food insecure can be more than double that of individuals who are food secure (PROOF, 2023, Tarasuk et al., 2015).

Thank you for your attention to this important issue – the solutions for which will not only help many Ontarians in need but also protect the sustainability of our critical health and social services resources.

Sincerely,



Penny Sutcliffe, MD, MHSc, FRCPC
Medical Officer of Health and Chief Executive Officer

cc: Honourable Michael Parsa, Minister of Children, Community and Social Services
Honourable Peter Bthlenfalvy, Ministry of Finance
Honourable Paul Calandra, Minister of Municipal Affairs and Housing
Honourable Sylvia Jones, Deputy Premier and Minister of Health
France Gélinas, Member of Provincial Parliament, Nickel Belt
Jamie West, Member of Provincial Parliament, Sudbury
Michael Mantha, Member of Provincial Parliament, Algoma-Manitoulin
Dr. Kieran Moore, Chief Medical Officer of Health
Jacqueline Edwards and Jennifer Babin-Fenske, Co-chairs, Greater Sudbury Food Policy Council
Richard Lathwell, Local Food Manitoulin
Colleen Hill, Executive Director, Manitoulin Family Resources
All Ontario Boards of Health
Association of Local Public Health Agencies

Letter
Re: Household Food Insecurity
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Page 2

PROOF (2023). What are the implications of food insecurity for health and health care? Identifying Policy Options to Reduce Household Food Insecurity in Canada. Retrieved from:
<https://proof.utoronto.ca/food-insecurity/what-are-the-implications-of-food-insecurity-for-health-andhealth-care/>

Tarasuk, V., Cheng, J., de Oliveira, C., Dachner, N., Gundersen, C., Kurdyak, P. (2015). Association between household food insecurity and annual healthcare costs. *Canadian Medical Association Journal*. 1 87 (14) E429-E436. DOI: <https://doi.org/10.1503/cmaj.150234>

RECEIVED

JAN 25 2024

Draft Resolution

WHEREAS current provincial-municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life

WHEREAS nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year

WHEREAS municipal revenues, such as property taxes, do not grow with the economy or inflation

WHEREAS unprecedented population and housing growth will require significant investments in municipal infrastructure

WHEREAS municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises

WHEREAS inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity

WHEREAS property taxpayers – including people on fixed incomes and small businesses – can't afford to subsidize income re-distribution programs for those most in need

WHEREAS the province can, and should, invest more in the prosperity of communities

WHEREAS municipalities and the provincial government have a strong history of collaboration

THEREFORE, BE IT RESOLVED THAT the Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario



Algoma
PUBLIC HEALTH
Santé publique Algoma



**Public Health
Santé publique**
SUDBURY & DISTRICTS

January 18, 2024

Dear community partners:

As you are likely aware, in August 2023, the Ontario government announced a provincial strategy to strengthen public health in Ontario. The initiatives in the strategy include clarifying the roles and responsibilities of public health, supporting voluntary mergers of local public health, and reviewing the Ministry's funding methodology for public health.

In this context, the Boards of Health for Algoma Public Health and Public Health Sudbury & Districts are currently undertaking a process to explore a potential merger of the two public health units. We wanted to reach out directly to make sure there was indeed awareness of our current exploratory discussions and provide your council or board with an initial opportunity to comment if you so wish.

In October 2023, the Ontario Ministry of Health identified three desired outcomes to be achieved through voluntary mergers of local public health agencies (LPHAs). The Ministry's desired outcomes are:

- A public health system where all LPHAs have the critical mass and capacity needed to optimize performance and meet unexpected surges in demand.
- A public health system where all LPHAs have the skilled personnel and competencies needed to fully deliver core public health services.
- A cohesive public health system that better aligns with community and system partners to support progress on improving population health outcomes while reducing health inequities.

Our respective Boards of Health are likely to consider the results of the joint feasibility study and then make independent Board decisions in February 2024 to proceed or not with a proposal to government for a voluntary merger.

We invite your council or board to provide us with any initial comments you may have so we can be mindful of them as we have these exploratory discussions.

Our commitment to you, and all our community partners, is that if there are future Board of Health decisions on this proposed merger and after we have received Ministry approval to proceed, we will involve you in the discussions, consultations and work needed to inform the implementation planning.

If you have any questions or comments, please contact us directly:

Algoma Public Health: BOH@algomapublichealth.ca;

Public Health Sudbury & Districts: quesnelr@phsd.ca.

Best regards,

Sally Hagman
Board of Health Chair
Algoma Public Health

René Lapierre
Board of Health Chair
Public Health Sudbury & Districts

RECEIVED
JAN 25 2024

Fill the Gaps Closer to Home

Improving Access to Services for Rural Ontario

ROMA has issued a comprehensive report focused on improving access to health and social services in rural areas. The report builds on ROMA's 2022 study, *Opportunities for Rural Ontario in a Post-COVID World*, which focused on rural growth and resiliency. This study identified equitable access to services as a key theme.

Developed through extensive consultation, ROMA's *Fill the Gaps Closer to Home* report conveys the desperation shared by many residents and local leaders in health care, community services and municipal government.

While health care is a provincial responsibility, it is a critical priority for municipal governments – particularly because rural municipal governments often deal with the costly social and economic consequences of Ontario's health care crisis in their own communities.

For rural Ontario, the cost alone is over \$480 million in contributions to health and social service programs. With fewer households and businesses, rural property taxes cannot be expected to subsidize provincial costs to this degree.

Rural Ontario is different, bearing a disproportionate burden of the Ontario-wide health care crisis

- **Acute lack of primary care:** An estimated 525,000 rural residents do not have access to primary care. The number of people without access is growing four times faster than urban areas.
- **Emergency department (ED) closures:** In both 2022 and 2023, there were more than 600 temporary ED closures – a phenomenon that hits rural Ontario harder and more often. When a rural ED closes, the next available hospital can be hours away.
- **Scarce mental health and addictions services:** People experiencing these illnesses in rural Ontario face a daunting challenge, as access to services is limited to non-existent. In fact, 65% of municipal representatives surveyed said residents don't have access to walk-in clinics. And 60% also said that their community lacked mental health and addictions support.
- **Shortage of health care workers:** The shortage of professional health care workers is felt most deeply in rural areas. Rural doctors carry heavy patient loads – it can take three new doctors to fill the gap of just one retiree.

Health services must be delivered closer to home

- The priority must be on fixing the primary care crisis, including creating new and integrated models to deploy health care providers more effectively in rural areas.
- Immediate solutions are needed to expand and accelerate the number of health care professionals graduating from post-secondary.
- ROMA is urging the Province to make full use of the scope of practice for nurses, nurse practitioners and paramedics, to fill gaps closer to home.
- Rural communities are finding creative ways to use community paramedicine to fill local needs quickly. Community paramedicine has potential to support a broad range of health care challenges, from long-term care to mental health and homelessness. A more integrated, 100% provincially funded, approach for community paramedicine as part of the continuum of care is needed.
- Protect and properly fund public health emergency response and prevention programs in rural Ontario.

Rural municipal governments must have a seat at their Ontario Health Team tables.

- Despite \$481 million in contributions to operating and/or funding long-term care, paramedics and public health, only 10% of municipal survey respondents said their local Ontario Health Team had meaningfully engaged them.
- Rural municipal services impact the social determinants of health that are critical to understanding community health-care needs. Economic development, community housing, safe streets, recreation, and much more are the foundation to community health and well-being.
- Ontario Health Teams must have provincial funding and support to redefine health-care delivery:
 - » Shift demand from emergency departments to more appropriate forms of care, including investing in an integrated, full range of community care.
 - » Address social determinants of health through inter-professional collaboration.
 - » Support and fund community-focused innovation.

The ROMA report demonstrates the urgent need for a different approach to health service design, delivery and funding in Rural Ontario.

Using the Province's traditional top-down approach, implementation of new ideas will fail. The Province must defy convention and use the policy, regulatory and fiscal tools at its disposal in new ways. Only then, will rural Ontarians see an integrated health care system that delivers real access to health services. The required transformation should start today.



155 University Avenue Suite 800, Toronto, ON M5H 3B7
416.971.9856 | roma@roma.on.ca | www.roma.on.ca

THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK

BY-LAW # 2024-01

BEING A BY-LAW TO ESTABLISH POLICY AND PROCEDURES FOR THE MINIMUM MAINTENANCE STANDARDS FOR ALL MUNICIPAL HIGHWAYS AND MINIMUM STANDARDS FOR ALL NEWLY CONSTRUCTED ROADS AND STREETS WITHIN THE TOWNSHIP OF ASSIGINACK.

WHEREAS the appropriate authority is found in Sections 11 and 44 of the Municipal Act, S.O., 2001, Ch. 25, as amended;

AND WHEREAS Ontario Regulation 239/02, amended by Ontario Regulation 288/03, requires municipalities to follow minimum maintenance standards for municipal highways;

AND WHEREAS the Township has traditionally used the Ministry of Transportation minimum standards for various classes of roads being constructed in the municipality;

AND WHEREAS the Township deems it necessary and expedient to repeal By-law #2004-02 as amended, and By-law #2011-04 as amended

NOW THEREFORE THAT The Council of the
ENACTS AS FOLLOWS:

1. THAT the Minimum Maintenance Standards for municipal roads in the Township of Assiginack are located in *Schedule A*
2. THAT the Minimum Standards for all roads in the Township of Assiginack are located in the by-law.

Read a FIRST and SECOND TIME, this ___ day of _____, 2024.
Read and THIRD and FINAL TIME and enacted

Mayor: Brenda Reid

Clerk: Heidi Ferguson

Made the following amendments:

#1 - Page 3(3): Routine patrolling is not required ~~by sunset~~ ^{April to} and sunrise from November to April, due to inclement weather. After dark patrols may take place as deemed necessary.

#2 - Page 9(2)(3). Clover Valley Road East (Past Birch Street) - under snow Removal # times/year
→ Upon request after Council consultation.

#3 - Page 9(4) & Page 9(4)(c).
→ added after consultation with CAO or Mayor.
Added
→ c.) the above schedule will be reviewed annually by Council prior to budget deliberations.



Township of Assignack

SCHEDULE A: MINIMUM MAINTENANCE STANDARDS FOR MUNICIPAL HIGHWAYS

POLICIES & PROCEDURES

**TOWNSHIP OF ASSIGINACK : POLICY & PROCEDURES FOR MINIMUM MAINTANENCE
STANDARDS FOR MUNICIPAL HIGHWAYS**

1. Definitions

(1) For the following terms used in this policy, please find the defined meanings.

“cm” means centimetres;

“day” shall mean a 24-hour period;

“highway” has the same meaning as roadway;

“motor vehicle” has the same meaning as in Subsection 1(1) of the *Highway Traffic Act*, except that it does not include a motor assisted bicycle;

“non-paved surface” means a surface that is not a paved surface;

“paved surface” means the a surface with a wearing layer or layers of asphalt, concrete or asphalt emulsion;

“roadway” has the same meaning as in subsection 1(1) of the *Highway Traffic Act*;

“shoulder” shall mean the portion of the roadway that provides lateral support to the roadway and that may accommodate stopped motor vehicles and emergency use;

“surface” shall mean the top of the roadway or shoulder.

(2) For the purposes of this policy, every highway or part of a highway under jurisdiction of the Corporation of the Township of Assiginack is classified in the Table to this section as a Class 1 through a Class 6 highway, based on the speed limit applicable to it and the average annual daily traffic on it.

(3) For the purposes of subsection (2) and the Table to this section, the average annual daily traffic on a roadway under municipal jurisdiction shall be determined;

- a) By counting and averaging the daily two-way traffic on the road way or part of the roadway for the previous calendar year; or
- b) By estimating the average daily two-way traffic on the roadway or part of the roadway in accordance with accepted traffic engineering methods.

(4) Table – Classification of Highways

Average Annual Traffic (number of motor vehicles)	Posted or Statutory Speed Limit (kilometres per hour)						
	90	80	70	60	50	40	
15,000 +	1	1	1	2	2	2	2
12,000-14,999	1	1	1	2	2	3	3
10,000-11,999	1	1	2	2	3	3	3
8,000-9,999	1	1	2	3	3	3	3
6,000-7,999	1	2	2	3	3	3	3
5,000-5,999	1	2	2	3	3	3	3
4,000-4,999	1	2	3	3	3	3	4
3,000-3,999	1	2	3	3	3	4	4
2,000-2,999	1	2	3	3	4	4	4
1,000-1,999	1	3	3	3	4	4	5
500-999	1	3	4	4	4	4	5
200-499	1	3	4	4	5	5	5
50-199	1	3	4	5	5	5	5
0-49	1	3	6	6	6	6	6

**TOWNSHIP OF ASSIGINACK : POLICY & PROCEDURES FOR MINIMUM MAINTANENCE
STANDARDS FOR MUNICIPAL HIGHWAYS**

2. Application

- (1) This policy sets out the minimum standards of repair for highways under municipal jurisdiction for the purpose of clause 44 (3) (c) of the Municipal Act.
- (2) The minimum standards of repair set out in this policy are applicable only in respect of motor vehicles using the highways or roadways.
- (3) Appendix A lists all Municipal highways and their respective classification.
- (4) The main body of this policy sets out the minimum standards for class 1 through class 5 highways. Appendix B sets out the minimum standards for class 6 highways under municipal jurisdiction.

3. Routine Patrolling

- (1) The minimum standard for the frequency of routine patrolling of highways is set out in the table in section.
- (2) Routine Patrolling shall be carried out by driving on the highway to check for conditions described in this policy.
- (3) Routine Patrolling is not required between sunset and sunrise from November to April, due to inclement weather. After dark patrols may take place as deemed necessary.
- (4) **Table - Routine Patrolling Frequency**

Class of Highway	Patrolling Frequency
1	3 times every 7 days
2	2 times every 7 days
3	Once every 7 days
4	Once every 14 days
5	Once every 30 days

4. Snow Accumulation

- (1) The minimum standard for clearing snow accumulation is,
 - a) While the snow continues to accumulate, to deploy resources to clear the snow as soon as practicable after becoming aware of the fact that the snow accumulation on the roadway is greater than the depth set out in the table to this section; and
 - b) After the snow accumulation has ended and after becoming aware that the snow accumulation is greater than the depth set out in the Table to this section, to clear the snow accumulation in accordance with subsections (2) and (3) or subsections (2) and (4), as the case may be, within the time set out in the table.
- (2) The snow accumulation must be cleared to a depth less than or equal to the depth set out in the Table.
- (3) The snow accumulation must be cleared from the roadway to within a distance of 0.6 metres inside the outer edges of the roadway.
- (4) Despite subsection (3), for a Class 4 highway with two lanes or a Class 5 highway with two lanes, the snow accumulation on the roadway must be cleared to a width of at least 5 metres.
- (5) This section,
 - a) does not apply to that portion of roadway designated for parking; and
 - b) only applies to the municipality during the season when it performs winter highway maintenance.

**TOWNSHIP OF ASSIGINACK : POLICY & PROCEDURES FOR MINIMUM MAINTANENCE
STANDARDS FOR MUNICIPAL HIGHWAYS**

(6) In this section,

- a) "snow accumulation" means the natural accumulation of new fallen snow or wind-blown snow that covers more than half a lane width of a roadway.

(7) Table – Snow Accumulation Servicing

Class of Highway	Depth	Time
1	2.5 cm	4 hours
2	5 cm	6 hours
3	8 cm	12 hours
4	8 cm	16 hours
5	10 cm	24 hours

5. Icy Roadways

(1) The minimum standard for treating icy roadways is;

- a) To deploy resources to treat an icy roadway as soon as practicable after becoming aware that the roadway is icy; and
- b) To treat the icy roadway within the time set out in the Table to this section after becoming aware that the roadway is icy.

(2) This section only applies to the municipality during the season when it performs winter highway maintenance.

(3) Table – Icy Roadways

Class of Highway	Time
1	3 hours
2	4 hours
3	8 hours
4	12 hours
5	16 hours

6. Potholes

(1) If a pothole exceeds both the surface area and depth set out in Table 1, 2, or 3 to this section, as the case may be, the minimum standard is to repair the pothole within the time set out in Table 1, 2 or 3 as appropriate, after becoming aware of the face.

(2) A pothole shall be deemed to be repaired if its surface area or depth is less than or equal to that set out in Tables 1, 2 and 3, as appropriate.

(3) Table 1- Potholes on Paved Surface of the Roadway

Class of Highway	Surace Area	Depth	Time
1	600 cm ²	8 cm	4 days
2	800 cm ²	8 cm	4 days
3	1000 cm ²	8 cm	7 days
4	1000 cm ²	8 cm	14 days
5	1000 cm ²	8 cm	30 days

(4) Table 2 – Potholes on Non-paved Surfaces of the Roadway

**TOWNSHIP OF ASSIGNACK : POLICY & PROCEDURES FOR MINIMUM MAINTENANCE
STANDARDS FOR MUNICIPAL HIGHWAYS**

Class of Highway	Surface Area	Depth	Time
3	1500 cm ²	8 cm	7 days
4	1500 cm ²	10 cm	14 days
5	1500 cm ²	12 cm	30 days

(5) Table 3 – Potholes on Paved or Non-paved Surface of Shoulder.

Class of Highway	Surface Area	Depth	Time
1	1500 cm ²	8 cm	7 days
2	1500 cm ²	8 cm	7 days
3	1500 cm ²	8 cm	14 days
4	1500 cm ²	10 cm	30 days
5	1500 cm ²	12 cm	60 days

7. Shoulder Drop-offs

- (1) If a shoulder drop-off is deeper, for a continuous distance of 20 metres or more, than the depth set out in the Table to this section, the minimum standard is to repair the shoulder drop-off within the time set out in the Table after becoming aware of the fact.
- (2) A shoulder drop-off shall be deemed to be repaired if its depth is less than or equal to that set out in the Table to this section.
- (3) In this section, "shoulder drop-off" means the vertical differential, where the paved surface of the roadway is higher than the surface of the shoulder, between the paved surface of the roadway and the paved or non-paved surface of the shoulder.

(4) Table – Shoulder Drop-offs

Class of Highway	Depth	Time
1	8 cm	4 days
2	8 cm	4 days
3	8 cm	7 days
4	8 cm	14 days
5	8 cm	30 days

8. Cracks

- (1) If a crack on the paved surface of a roadway is greater, for a continuous distance of three metres or more, than both the width and depth set out in the Table to this section, the minimum standard is to repair the crack within the time set out in the Table after becoming aware of the fact.
- (2) A crack shall be deemed to be repaired if its width or depth is less than or equal to that set out in the Table.

**TOWNSHIP OF ASSIGINACK : POLICY & PROCEDURES FOR MINIMUM MAINTANENCE
STANDARDS FOR MUNICIPAL HIGHWAYS**

(3) Table – Cracks

Class of Highway	Width	Depth	Time
1	5 cm	5 cm	30 days
2	5 cm	5 cm	30 days
3	5 cm	5 cm	60 days
4	5 cm	5 cm	180 days
5	5 cm	5 cm	180 days

9. Debris

- (1) If there is debris on the roadway, the minimum standard is to deploy resources, as soon as practicable after becoming aware of the fact, to remove the debris.
- (2) In this section.
“debris” means any material or object on the roadway,
 - a) That is not an integral part of the roadway or has not been intentionally placed on the roadway by the municipality, and
 - b) That is reasonably likely to cause damage to a motor vehicle or to injure a person in a motor vehicle.

**TOWNSHIP OF ASSIGINACK : POLICY & PROCEDURES FOR MINIMUM MAINTANENCE
STANDARDS FOR MUNICIPAL HIGHWAYS**

Appendix A -- Municipal Roadways and Classifications

There are no highways deemed as Class 1 through to Class 5 that are governed under the Township of Assiginack.

**TOWNSHIP OF ASSIGINACK : POLICY & PROCEDURES FOR MINIMUM MAINTANENCE
STANDARDS FOR MUNICIPAL HIGHWAYS**

Appendix B – Class 6 Roadways

1. Year Round Maintained Class 6 Roadways

- (1) All highways found in Table 1 of the Appendix are classified as being maintained on a year-round basis.
- (2) The minimum maintenance standards for all Class 6 year-round maintained highways are to follow the minimum regulations for Class 5 highways as set out in the main body of this policy.
- (3) **Table – Year-Round Maintained Class 6 Highways**

Year-Round Class 6 Highways	Year-Round Class 6 Highways
Albert Street	Plummer Street
Arthur Street	Purple Martin Trail
Birch Street	Queen Street
Campbell Street	Red Lodge Road
Cardwell Street	Sandy Point Road
Church Road	Scotch Line Road
Clover Valley Road	Sim's Road
Clover Valley Road W	Slash Road
Clover Valley Road E	South Bay Drive
Corbett's Beach Road	Spragge Street
Cowan's Side Road	Springer Brook Road
D.R. McLay Drive	Squirreltown Road
Fourth Avenue	Sucker Lake Road
Gauthier Road	Sunsite Estates Road
Highfalls Road	Third Avenue
Holiday Haven Road	Vankoughnet Street
Howe Street	Walcot Street
Irish Line	Wellington Street
Jaggard Road	
Jay Bryant Sideroad	
Koryk Street	
Lecourt Street	
Lisgar Street	
McCauley's Road	
MacDonald's Side Road	
McLean's Road	
McMullen's Sideroad	
Meredith Street	
Michael's Bay Road	
Moggy Parkway	
Monkhouse's Road	
Napier Street	
Nelson Street	
New England Road	
Bidwell Road (Old Bidwell Road Con 1 between Lot 51 & 52)	

**TOWNSHIP OF ASSIGINACK : POLICY & PROCEDURES FOR MINIMUM MAINTANENCE
STANDARDS FOR MUNICIPAL HIGHWAYS**

2. Seasonally Maintained Class 6 Highways

- (1) All highways found in Table 2 of this Appendix B are classified as being maintained on a seasonal only basis.
 - a) To further clarify the listed roads will only be maintained to standards for this class during April 15 to November first of any given year,
 - b) And that they may be further restricted by reduced load regulations.
- (2) The minimum maintenance standards for Class 6 seasonally maintained roadways as per provincial regulations is to have no maintenance completed.
- (3) The maximum maintenance to be completed for each Class 6 seasonally maintained roadways is as follows:

Roadway	Graded # times /Year	Snow Removal # times / year	Gravelled max # of Loads / year
Cedar Court			
Cooper Court			
Clover Valley Road East (Past Birch Street)	2	Upon request after Council consultation	5
Davidson Side Road	1	0	1
Fields Road	2	2	1
Lakeshore Road			
Lower Slash Road	6	2	3
McLennan's Creek Lane	1	0	1
McKechnie's Side Road (from the south to first house)	1	6	1
Pine Lake Road	1	0	2

- (4) The Township's Public Works Superintendent has the right to refuse to complete maintenance on any seasonal Class 6 roadway, after consultation with the CAO or Mayor, for the following reasons:
 - a) The possibility that equipment may be harmed or damaged if work was to be undertaken.
 - b) Budget constraints that do not allow additional costs to be incurred.
 - c) The above schedule will be reviewed annually by Council prior to budget deliberations.
- (5) Under no circumstances shall there be more general maintenance completed on a seasonally maintained Class 6 roadway then that of which is set out in Section (2)(3) unless:
 - a) Council of the Township of Assiginack deems that maintenance must be completed above the noted maximum due to unforeseen future events.
 - b) The seasonally maintained Class 6 roadway has been earmarked through the annual capital budget for upgrades.

3. Non-maintained or Un-opened Road Allowances

- (1) All unopened road allowances are classified as being non-maintained or unassumed Class 6 roadways.
- (2) Maintenance of any type will not be completed on any of the road allowances until such time that the roadways are:
 - a) Brought up to the minimum municipal standard the same as that of requirements as identified within Schedule B of this By law.
 - b) Ownership of the road and its allowance has been confirmed as being by the Township of Assiginack.
 - c) The non-maintained or unassumed Class 6 roadway has been earmarked through the capital budget for upgrades.
- (3) At such time that the roadway in this category has been brought to a standard that is adequate and meets the requirements of the Township, the classification of the roadway will be changed to that of a seasonally maintained class 6 highway and a set of maintenance standards regarding grading, snow removal, and graveling will be determined by the Municipal Council and the Public Works Superintendent.

**TOWNSHIP OF ASSIGNACK : POLICY & PROCEDURES FOR MINIMUM MAINTANENCE
STANDARDS FOR MUNICIPAL HIGHWAYS**

- (4) **Private Roads and Rights-of-Ways**
- a) **Private Roadways are not created by the municipality, are not maintained by the municipality, and**
 - b) **Are sole responsibility of the property owners to maintain, and**
 - c) **Property owners are responsible for assuring that the Emergency Services and Rescue vehicles are able to travel them as required.**

Township of Assinack: Class 6 Highways

Table 1 - Year Round Maintained Roadways		Table 2 - Seasonally Maintained Roadways	
Metres	Roadway	Metres	Roadway
741.6	Albert Street	107.1	Cooper Court
1072.4	Arthur Street	1013.7	Davidson Side Road
935.0	Birch Street	2182.8	Field's Road
507.1	Campbell Street	3100.7	Lower Slash Road
2811.4	Cardwell Street	238.9	McLennan's Creek Lane
92.7	Cedar Court	3288.8	McKechnie's Side Road
1978.6	Church Road	460.6	Pine Lake Road
4057.3	Clover Valley Road	222.8	Lakeshore Road
1092.8	Clover Valley Road W		
2429.2	Clover Valley Road E		
1157.0	Corbett's Beach Road		
1617.4	Cowan's Side Road		
1732.6	D.R. McLay Drive		
204.8	Fourth Avenue		
1053.0	Gauthier Road		
621.8	Highfalls Road		
868.4	Holiday Haven Road		
442.3	Howe Street		
2867.6	Irish Line		
983.4	Jaggard Road		
1380.6	Jay Bryant Sideroad		
126.1	Koryk Street		
143.2	Lecourt Street		
95.5	Lisgar Street		
314.0	McCaulley's Road		
1869.6	MacDonald's Side Road		
1319.1	McLean's Road		
1102.8	McMullen's Sideroad		
284.2	Meredith Street		
950.9	Michael's Bay Road		
1020.0	Moggy Parkway		
1253.2	Monkhouse's Road		
556.0	Napier Street		
573.9	Nelson Street		
4539.3	New England Road		
19133.9	Bidwell Road (Old Bidwell Road Con 1 between Lot 51 & 52)		
182.9	Plummer Street		
155.2	Purple Martin Trail		
1124.5	Queen Street		
1761.3	Red Lodge Road		
792.3	Sandy Point Road		
2094.3	Scotch Line Road		
337.6	Sim's Road		
9185.7	Slash Road		
1305.4	South Bay Drive		
210.6	Sprague Street		
1588.0	Sprinker Brook Road		
2294.2	Squirreltown Road		
4150.8	Sucker Lake Road		
1349.5	Sunsite Estates Road		
264.7	Third Avenue		
353.7	Vankoughnet Street		
617.6	Walcot Street		
519.3	Wellington Street		
90,216.3	Metres Total	10,615.4	Metres Total

* Refer back to Section 2.3 of the Policy for specific maintenance protocols

Township of Assiginack

**SCHEDULE B: MINIMUM STANDARDS FOR ALL
NEWLY CONSTRUCTED ROADS AND STREETS
WITHIN THE TOWNSHIP OF ASSIGINACK**

POLICIES AND PROCEDURES

POLICIES AND PROCEDURES FOR MINIMUM STANDARDS FOR ALL NEWLY CONSTRUCTED ROADS AND STREETS WITHIN THE TOWNSHIP OF ASSIGINACK

DEFINITIONS

"Certified Professional Engineer" shall mean an individual who has been issued a license to practice engineering by a provincial or territorial engineering regulatory body and has the pre-requisite formal educational background in engineering.

"Council" shall mean any members of the Council of the Township of Assiginack.

"Developer" shall mean a person, business, corporation and/or an agent working on the behalf of the property owner(s).

"Private Property" shall mean property that is owned and legally registered to an individual, individuals, a business and/or corporation and not a governmental entity.

"Property owner(s)" shall mean the individual or individuals that are the registered owners of property within the Township of Assiginack.

"Township" shall mean the Corporation of the Township of Assiginack.

1. Newly constructed roads and streets on Private Property

All property owner(s) who develop or reconstruct a private road(s) or street(s) within the Township of Assiginack assume all responsibility, liability, costs, maintenance, and ownership of the private road.

The Township suggests that all property owner(s) contact the Township, prior to developing their property, to ensure that they will comply with all applicable zoning, building and municipal by-laws.

Any property owner(s) who plan to request to have the Township assume maintenance (whether occasional, temporary, or permanent maintenance), should adopt the following minimum construction standards under Section 3 of this By-law, when constructing or reconstructing their private road.

In the event that the property owner(s) and/or developer(s) make a request to Council to conduct maintenance on a private road, it is the responsibility of the property owner(s) to provide the Township with:

- i.) A copy of the survey.
- ii.) A copy of an Engineer's Report, completed by a Certified Professional Engineer, stating the Engineer is satisfied with the construction or reconstruction of the road.
- iii.) A copy of the conveyance of the road.

All costs incurred to provide this documentation shall be the responsibility of the property owner(s) and must be provided to the Township prior to approval. The property owner(s) will be required to enter into an agreement with the Township.

All requests must be submitted in writing to the attention of Council. Any and all requests submitted may not necessarily be approved by Council.

2. Improvements to Unopened Road Allowances

All Property Owner(s) and/or Developer(s) must make written application to Council seeking permission to complete work on an Unopened Road Allowance.

In the event that the Property Owner(s) and/or Developer(s) are granted permission and approval from the Township to conduct work on an Unopened Road Allowance, they must ensure that all work completed meets the Municipal Standards identified within Section 3 of this Policy.

All road work to be carried out will be conducted under the supervision and to the satisfaction of a Certified Professional Engineer and all expenses incurred are the responsibility of the property owner(s) and/or developer(s).

It is the Property Owner(s) and/or Developer(s) responsibility to provide the Township with a copy of the report from the Engineer certifying the road's condition, prior to final approval by the Township.

All maintenance to be conducted on the improved Unopened Road Allowance or portion of it, will be the responsibility of the property owner(s) and the property owner(s) will be required to enter into an agreement with the Township.

3. Minimum Standards for Construction or Reconstruction of Roadways or Streets within the Township of Assiginack

The following minimum standards must be adhered to when constructing or reconstructing a roadway or street within the Township of Assiginack and are supplemental to the Ontario Provincial Standard Specifications and Ontario Provincial Standard Drawings.

Right of Way: Shall be 20.0 meters wide unless a lesser width is authorized in accordance with the requirements of the Municipal Act.

Surface Width: 7.5 meters wide.

Shoulder width (including rounding): 1.0 meter on each side.

Surface Type: Low cost bituminous.

Road Surface: The road surface may not be intentionally altered for a period of two (2) years following the application of surface treatment.

Depth of Crushed Granular A: A 100mm minimum depth of compacted material.

Depth of Granular Base: As determined by construction of sub-grade material and contour of land (minimum depth of 200 mm compacted.)

Ditches: Minimum depth from the crown of road to bottom of ditch is 0.5 meters. All ditches to be carried to a sufficient outlet (2:1 slope).

Culverts: Galvanized corrugated metal, CSP concrete or plastic. Minimum of 400 mm in diameter or larger.

Geometrics: Dead end streets to be provided with a turning area at the terminus of dead-end streets as per cul de sac specifications such that maintenance equipment can work effectively.

Maximum Gradient: 8%

Clean up: Clearing and grubbing material is not to be left on the sides of the roadway or street, but it is to be hauled to a concealed dump site.

Width Clearing for Clean-up and Grubbing: Minimum width of 20.0 meters.

4. Guidelines for the Placement of Utility Services

In the event that Utility Services (above and/or below ground) may be installed within the Municipal Right-of-Way, property owner(s) and/or developer(s) are required to seek permission from Council

Any pole, guidewire or anchor that will be located on municipal property, shall be no further than 2.0 meters from the property line.

Upon approval, it is the responsibility of the property owner(s) and/or developer(s) to provide the Township with a detailed plan and drawings that indicate the placement on municipal property, for review and approval by Council prior to their placement and installation. The Township may also request an as-built drawings after construction is complete.

THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK

BY-LAW # 2024-05

**BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK
TO ESTABLISH COMMITTEES OF COUNCIL.**

WHEREAS authority is found in Section 11 of the Municipal Act, R.S.O. 2011, c.25 as amended;

AND WHEREAS, that Council deems it necessary that throughout their term of Council, they may establish various committees of Council;

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

1. **THAT** Council strike an Infrastructure Committee, as a sub-committee of Council that will meet on a monthly basis, the fourth Tuesday of every month and/or at the Call of the Chair.
2. **THAT** Council adopts the terms of reference for this committee as contained in 'Schedule A,' attached to and forming part of this by-law.
3. **THAT** this by-law shall come into force and take effect upon the third and final reading.

Read a **FIRST** and **SECOND TIME**, this ____ day of _____, 2024.

Read and **THIRD** and **FINAL TIME** and enacted in Open Council, this ____ day of _____, 2024.

Mayor: Brenda Reid

Seal

Clerk: Heidi Ferguson

Township of Assiginack Infrastructure Committee

Terms of Reference (AMENDED)

Name: Assiginack Infrastructure Committee

Mission: To review and assess current and future infrastructure needs and provide advice and recommendations to Council as a Whole regarding the Township's Infrastructure.

Activities & Duties: The purpose of the Assiginack Infrastructure Committee is to gain a better understanding of the Township's infrastructure, review and assess current and future infrastructure needs and report back to Council on the following Infrastructure areas within the Township of Assiginack:

- Municipal Facilities and Outdoor Spaces (such as Parks, Trails, and Green Spaces in terms of Infrastructure and not Programming.)
- Environmental Services (Water Treatment & Distribution, Wastewater Collection & Treatment, and Landfill.)
- Transportation Services (Municipal Roads, Sidewalks, and the Maintenance of these services.)
- Planning and Development (considering what infrastructure needs to be in place for future projects).

Composition: The Assiginack Infrastructure Committee will be comprised of all members of Council, as well as Municipal Staff. The CAO will designate a Staff Member to record the minutes of the meetings and other staff may attend as required.

The Committee's term will coincide with the term of Council.

Meetings: The Committee will appoint a Chairperson who will be responsible for speaking on behalf of and representing the committee.

This committee will meet on the fourth Tuesday of each month at 7:00 p.m. at the Municipal Office, or at the Call of Chair, if a Special Meeting is required.

Meetings will follow the Township's standard format as prescribed by the Procedural By-law # 2015-30.

Agendas: An agenda will be prepared for each meeting and only the topics on the agenda may be discussed at the meeting. Agenda's will be circulated utilizing the same procedures of Council, as established within the Procedural By-law # 2015-30.