



THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
COUNCIL IN COMMITTEE OF THE WHOLE MEETING
MERGED AGENDA

Tuesday, February 20, 2018, 6:30 P.M.
Welcome Center

An audio recording of the Open Session of this meeting is being made and will be available through the Municipal Website as a public service to further enhance access to municipal government services and to continue to promote open and transparent government. As a visitor, your presence may be recorded and your name and address may be revealed during certain parts of the Council meeting.

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BE IT RESOLVED THAT the Committee of the Whole meeting agenda dated February 13, 2018 be adopted as presented / amended.	
3. <u>DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF</u>	
4. <u>MOVE TO COMMITTEE OF THE WHOLE</u>	
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	<i>Draft Motion:</i>	
	BE IT RESOLVED THAT Council receive the recommendation of the Ad Hoc Website Committee Councillor; AND FURTHER THAT Council hereby appoints the following to the Ad Hoc Website Committee:	
	Michelle Anderson	
	Mike Drenth	
	John Shymko	
14.	<u>NEW BUSINESS</u>	

15. NOTICES OF MOTION

15.1 **Notice of Motion by Mayor Hunter regarding Electronic Participation in Meetings**

Draft Motion:

WHEREAS the Municipal Act, 2001 Section 238 (3.1) came into force 01 January 2018; AND WHEREAS a Municipality's procedural by-law may now provide that a member can participate electronically in a meeting which is open to the public, provided that the member shall not be counted in determining whether or not a quorum of members is present; AND WHEREAS the extent and manner of participation is to be set out in the by-law; AND WHEREAS section 3.2 states that members cannot participate electronically in a meeting which is closed to the public; NOW THEREFORE BE IT RESOLVED THAT Council direct staff to provide a list of options for a future Committee of the Whole meeting on how the Municipality may use electronic participation in meetings open to the public and consider an amendment to our procedural by-law.

15.2 ***Notice of Motion by Dan O'Mara regarding CAO Report***

Draft Motion:

WHEREAS Council recently passed a resolution assigning the Clerk the temporary position of Acting CAO; AND WHEREAS Councillors continue to be unaware of the activities taking place within the Municipality's purview which potentially affect everything from Council's budget to the ongoing health of the Municipality; THEREFORE BE IT RESOLVED that the Clerk, as temporary Acting CAO, provide regular updates to Council that outline the activities that she is involved in within that capacity; AND FURTHER THAT a CAO/Acting CAO report be added to the regular council meeting agenda.

16. RETURN TO SPECIAL COUNCIL MEETING (Optional)

17. MOTIONS ON URGENT * ITEMS

(*Items on this agenda that need to be dealt with prior to the next regular council meeting)

18. ADJOURNMENT



THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
COUNCIL IN COMMITTEE OF THE WHOLE MEETING
AGENDA

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THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
COUNCIL IN COMMITTEE OF THE WHOLE MEETING
ADDENDUM TO AGENDA

Tuesday, February 20, 2018, 6:30 P.M.
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**THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
REGULAR COUNCIL MEETING
MINUTES**

**Thursday, January 25, 2018, 6:30 P.M.
Welcome Center**

PRESENT: L. Hunter, D. Burrows, J. Harding, B. Koski, C. Lowery, D. O'Mara, R. Prefasi
STAFF: E. Gunnell, B. Turcotte, T. Lepage, J. Sanderson
GUESTS: M. Delmonte and B. Gilbert of exp; J. Kenrick

CALL TO ORDER AND ROLL CALL

Mayor Hunter called the meeting to order at 6:00 pm and called the roll. There were 9 people in the audience.

ADOPTION OF THE AGENDA

18-021

MOVED BY: D. Burrows

SECONDED BY: C. Lowery

BE IT RESOLVED THAT the Regular Council Meeting Agenda dated January 25, 2018 be adopted as presented.

CARRIED

DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None.

CLOSED SESSION

None

ADOPTION OF MINUTES

Special Council Meeting - Jan 11, 2018 - DRAFT Minutes

18-022

MOVED BY: B. Koski

SECONDED BY: J. Harding

BE IT RESOLVED THAT the Minutes of the Special Council meeting held on January 11, 2018 be adopted as presented.

CARRIED

Special Council Meeting - Zoning By-law Hearing – Jan 16, 2018 - DRAFT Minutes

18-023

MOVED BY: B. Koski

SECONDED BY: C. Lowery

BE IT RESOLVED THAT the Minutes of the Special Council meeting - Zoning By-law Hearing held on January 16, 2018 be adopted as presented.

CARRIED

Committee of the Whole Meeting - January 16, 2018 - DRAFT Minutes

18-024

MOVED BY: D. Burrows

SECONDED BY: C. Lowery

BE IT RESOLVED THAT the Minutes of the Committee of the Whole meeting held on January 16, 2018 be adopted as presented.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Councillor O'Mara asked that a copy of the briefing notes for the ROMA conference delegation to Minister Gravelle be provided to our MP and MPP and to Bear Island.

DELEGATIONS/ PRESENTATIONS

Registered Delegations/ Presentations

Presentation to Barry Turcotte for 30 years of service with the Municipality of Temagami

Mayor Hunter congratulated Public Works Superintendent, Barry Turcotte on his 30 years of service with the Municipality. She gave a brief background of his time with the Municipality and then presented him with a gift on behalf of Council in recognition of his long service.

Mike Delmonte of exp re Surface Water Impact Study & Lake Temagami Access Road Work

Mike Delmonte gave a presentation regarding the surface impact study and answered questions from Council. He was accompanied by Brad Gilbert, who spoke regarding the Lake Temagami Access Road and answered questions from Council. The following motion was passed:

18-025

MOVED BY: C. Lowery

SECONDED BY: D. O'Mara

BE IT RESOLVED THAT the presentation by Mike Delmonte of exp regarding Surface Water Impact Study and Lake Temagami Access Road Work be received.

CARRIED

John Kenrick regarding Forest Tenure Modernization Report

John Kenrick gave an update report to Council regarding the Forest Tenure Modernization. He suggested that Council invite the plan author to come in and address council, perhaps at a Committee of the Whole. The following motion was passed:

18-026

MOVED BY: D. Burrows

SECONDED BY: J. Harding

BE IT RESOLVED THAT the presentation by John Kenrick regarding Forest Tenure Modernization Report be received.

CARRIED

Unregistered Presentations (Max. 15 Minutes in Total- in accordance with rules in By-law)
None.

CONSENT AGENDA ITEMS

18-027

MOVED BY: D. O'Mara

SECONDED BY: C. Lowery

BE IT RESOLVED THAT Council adopt the consent agenda motions as presented on the agenda.

CARRIED

- **Minutes of Combined Committee of the Whole and Regular Council Meeting held on December 15, 2017**

That the Minutes of the Combined Committee of the Whole and Regular Council Meeting held on December 15, 2017 be adopted as presented.

- **Memo 2018-M-005 - Wildflower Water line repairs**

That Memo 2018-M-005 - Wildflower Water line repairs be received for information.

- **Report 2018-001 - Temagami Fire Department December 2017**

That Report 2018-001 - Temagami Fire Department December 2017 be received for information.

- **Report 2018-002 - Marten River Fire Department November 2017**

That Report 2018-002 - Marten River Fire Department November 2017 be received for information.

- **Temagami Community Market Request for Donation for 2018 Temagami Community Market**

That Council approve the Temagami Community Market 2018 operating requests subject to the payment of fees for the Ontario Trillium Fund (OTF) Funded equipment, as required by the agreement with OTF, as set in our user fee by-law and subject to the availability of the equipment.

- **Temagami Canoe Festival Request for Support for the Temagami Canoe Festival July 21-22, 2018**

That Council approve the Temagami Canoe Festival requests subject to the payment of fees for the Ontario Trillium Fund (OTF) Funded equipment, as required by the agreement with OTF, as set in our user fee by-law.

- **Temagami Community Market Thank you and request for donation for the musicians at the market**

That Council approve the Temagami Community Market request for a donation of \$1,000 toward the musicians for the 2018 season of the Market.

- **City of Clarence-Rockland Resolution opposing the adoption of Bill 160**

That the Municipality of Temagami send a letter of support for the City of Clarence-Rockland's Resolution opposing the adoption of Bill 160.

STAFF REPORTS

Items to be Considered Separately from Consent Agenda:

Report 2018-003 - MHBC Planning Report for Z-16-02 - Temagami Bays

18-028

MOVED BY: D. Burrows

SECONDED BY: D. O'Mara

BE IT RESOLVED THAT Council receive Report 2018-003 - MHBC Planning Report re Zoning By-law Application Z-16-02; AND FURTHER THAT Council adopt the Planner's recommendation that Council approve the Zoning By-law Amendment Application and consider a by-law to amend the zoning as recommended.

CARRIED

Memo 2018-M-006 - Train Station Lease to Living Temagami Follow Up

18-029

MOVED BY: D. Burrows

SECONDED BY: B. Koski

BE IT RESOLVED THAT Council receive Memo 2018-M-006 regarding Train Station Lease to Living Temagami Follow Up for information.

CARRIED

Council gave direction to staff to move ahead with the lease and a review after one year.

Memo 2018-M-007 - Sewer Repairs at Post Office

18-030

MOVED BY: B. Koski

SECONDED BY: C. Lowery

BE IT RESOLVED THAT Council receive Memo 2018-M-007 - Sewer Repairs at Post Office for information.

CARRIED

18-031

MOVED BY: B. Koski

SECONDED BY: R. Prefasi

BE IT RESOLVED THAT the Municipality assume the cost of the repair of the sewer break at the post office; AND further that Council refer the matter to the public Works and water advisory committee to bring back a draft policy for council's consideration regarding sewer shut offs across the road from the property line.

CARRIED

COUNCIL COMMITTEE REPORTS

Items to be Considered Separately from Consent Agenda:

Memo 2018-M-003- PAC Recommendation regarding Mining Location B

18-032

MOVED BY: D. Burrows

SECONDED BY: J. Harding

WHEREAS at the Planning Advisory Committee (PAC) meeting held on November 22, 2017 at 1:00 p.m. the committee recommended to Council to direct staff to seek a legal opinion regarding whether the status of the remnants of buildings have any bearings on the permitted uses on the site and a second opinion on the Planning Consultant's recommendation; AND WHEREAS at the PAC meeting held on January 9, 2018 the Committee discussed Memo 2017-M-109 regarding Mining Location B; AND WHEREAS the Committee would like to recommend to Council to direct staff to get more background information regarding Mining Location B; NOW THEREFORE BE IT RESOLVED THAT that Council receive Memo 2018-M-003; AND FURTHER THAT Council direct staff to perform the research necessary and refer the matter back to PAC.

Councillor Debby Burrows requested a recorded vote.

Recorded	YEAS	NAYS	Abstain
L. Hunter		X	
D. Burrows	X		
J. Harding	X		
B. Koski		X	
C. Lowery		X	
D. O'Mara	X		
R. Prefasi	X		
Results	4	3	0
			CARRIED

Memo 2018-M-007 - PPP recommendations from January 17, 2018 meeting
18-033

MOVED BY: R. Prefasi

SECONDED BY: D. Burrows

WHEREAS for safety reasons at the Lake Temagami Access Point the Protection to Persons and Property Committee recommends that increased Cell and Wi-Fi coverage be established in this area and that a Communication Hub be created using the attendant's shed as a focal point for this service; AND WHEREAS recently Latempa received approval from the Municipality to install a cell service booster that now provides a limited cell service around the attendant building; AND WHEREAS recently the Municipality has also installed a phone line to this building; AND WHEREAS NeoNet suggested to Councillor O'Mara that the Municipality consider contacting Pascal at Tech Galaxy to obtain a quote; NOW THEREFORE BE IT RESOLVED THAT Council receive Memo 2018-M-007; AND FURTHER THAT Council adopt the Protection to Persons and Property Committee recommendation that Council now approach Ontera to install a regular internet service to the attendant building; AND FURTHER THAT a wireless internet outdoor access point be established by obtaining a quote and then purchasing a commercial Internet application at an estimated cost of \$350.00 plus installation and set-up.

CARRIED

18-034

MOVED BY: D. O'Mara

SECONDED BY: J. Harding

BE IT RESOLVED THAT Council adopt the recommendation of the Protection to Persons and Property Advisory Committee that the Municipality approach DNSSAB to provide our ambulance with the X Series Monitor, because the refurbished E Series Monitors presently in use are not reliable and have failed at calls.

CARRIED

ANNOUNCEMENTS AND VERBAL REPORTS FROM MAYOR AND COUNCILLORS

- Councillor O'Mara gave a verbal report regarding the ROMA conference that he had attended and the innovations that he had learned about there, and regarding the Presentation to the Minister of Northern Development and Mines.
- Mayor Hunter confirmed that they had a very positive meeting with Minister Gravelle at ROMA and she also reported on the information session she had attended on Bill 68 changes to the Municipal Act. She also asked that Councillors look at scheduling Committee meetings so that the recommendations from them go to a Committee of the Whole meeting.
- Councillor Lowery reported that she had attended the ROMA Conference as a member of DNSSAB and reported on the delegations made by DNSSAB and informed Council that DNSSAB had put forth the concerns about funding for affordable housing for seniors and the required upgrades to Au Chateau.
- Councillor O'Mara reported on a conversation that he had with the people from Xplornet regarding getting better service in Temagami, and he recommended that they be invited here to speak to Council.

CORRESPONDENCE

Items to be Considered Separately from Consent Agenda:

New Items that were not on the Committee of the Whole Agenda

Living Temagami - Request to be Qualified Donee

18-035

MOVED BY: B. Koski

SECONDED BY: D. Burrows

BE IT RESOLVED THAT Council receive correspondence from Living Temagami dated January 10, 2018 regarding the Municipality of Temagami being the qualified donee for Living Temagami funding applications; AND FURTHER THAT any applications for grants be brought to the Municipality first to be vetted to ensure that they would not conflict with any applications the Municipality is submitting.

CARRIED

DNSSAB - Approved Ambulance Budget

18-036

MOVED BY: C. Lowery

SECONDED BY: D. O'Mara

BE IT RESOLVED THAT correspondence from the DNSSAB dated January 15, 2018 regarding the approved ambulance budget be received for information.

AMENDED

Amendment:

18-037

MOVED BY: D. O'Mara

SECONDED BY: R. Prefasi

Be it resolved that the motion be amended to add: "and further that future ambulance budgets be submitted to Council for approval before being submitted to DNSSAB."

CARRIED

As amended:

18-036 (As amended)

MOVED BY: C. Lowery

SECONDED BY: D. O'Mara

BE IT RESOLVED THAT correspondence from the DNSSAB dated January 15, 2018 regarding the approved ambulance budget be received for information; AND FURTHER THAT future ambulance budgets be submitted to Council for approval before being submitted to DNSSAB."

CARRIED

MNRF Re Geographic Names

18-038

MOVED BY: D. O'Mara

SECONDED BY: D. Burrows

BE IT RESOLVED THAT correspondence from the Ministry of Natural Resources and Forestry dated January 11, 2018 regarding the geographic name application for an island in Marten Lake be received for information.

CARRIED

BY-LAWS

Items to be Considered Separately from Consent Agenda:

By-law 18-1385, being a by-law to amend the comprehensive zoning by-law re Z-16-02, Temagami Bays

18-039

MOVED BY: D. O'Mara

SECONDED BY: D. Burrows

BE IT RESOLVED THAT By-law number 18-1385, being a by-law to amend the Comprehensive Zoning By-law 06-650 re Z-16-02, Temagami Bays, be taken as read a first, second and third time and finally passed this 25th day of January 2018; AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

CARRIED

By-law 18-1386 to Appoint a Deputy Chief for the Temagami Fire Department

18-040

MOVED BY: J. Harding

SECONDED BY: C. Lowery

BE IT RESOLVED THAT By-law number 18-1386, being a by-law to appoint a Deputy Fire Chief for the Temagami Fire Department be taken as read a first, second and third time and finally passed this 25th day of January 2018; AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

CARRIED

MINUTES OF COMMITTEE MEETINGS

Economic Development Advisory Committee Draft Minutes - January 11, 2018

18-041

MOVED BY: J. Harding

SECONDED BY: R. Prefasi

BE IT RESOLVED THAT the DRAFT minutes of the Economic Development Advisory Committees meeting held on January 11, 2018 be received for information.

CARRIED

The minutes were received for information, but Council requested that the attendance at the meeting be added to the draft minutes.

UNFINISHED BUSINESS

Memo 2017-M-110 - PAC recommendation regarding Planner vs. Consultant

18-042

MOVED BY: D. Burrows

SECONDED BY: R. Prefasi

WHEREAS the Municipality would be hiring a consultant for the Official Plan Review and a consultant for the Community Improvement Plan and uses a consulting firm for other planning related matters; AND WHEREAS it may be beneficial to hire a Full-time Planner on contract to accomplish these projects and mentor the Planning Assistant; AND WHEREAS the contract would be for an 18 month to 2 year position meeting the specified qualification and/or experience to facilitate an Official Plan and Zoning By-Law review, meeting the legislative requirements; AND WHEREAS at the Planning Advisory Committee (PAC) meeting held on November 22, 2017 at 1:00 the Committee recommended to consider hiring a Planner on contract; NOW THEREFORE BE IT RESOLVED THAT Council receive Memo No. 2017-M-110 regarding the proposed Planner Request for Proposal; AND FURTHER THAT Council adopt the recommendation from PAC to direct and authorize staff to prepare the Request for Proposal.

CARRIED

Motion by Councillor Prefasi regarding an Ad Hoc Committee to deal with OMB matters

18-043

MOVED BY: R. Prefasi

SECONDED BY: J. Harding

WHEREAS the Municipality of Temagami is facing a hearing and/or mediation at the Ontario

Municipal Board due to an appeal from the TFN relating to a severance decision on two island locations; AND WHEREAS the thrust of the TFN's appeal rests on a gravesite being discovered on an island on Lake Temagami and on a concern that the Municipality has not properly consulted the mapping in the Municipality's possession showing whether these two islands depict a moderate to high potential for heritage and cultural sensitivity; AND WHEREAS the Municipality has consulted the mapping in its possession and has not found evidence indicating a cultural or heritage sensitivity on the sites in question; THEREFORE BE IT RESOLVED that Council direct staff to formally request that the TFN share the maps which they may have access to which relate to the cultural or heritage sensitivity of these sites in order that we have the tools to deal effectively with the TFN's concerns; and, BE IT FURTHER RESOLVED THAT Council direct that staff formally request information from the owners of the property as to the results of their voluntary archaeological assessment on the sites; AND BE IT FURTHER RESOLVED that in the absence of information being provided by either the TFN or by the owners of the property, that Council direct staff to make a motion to the Ontario Municipal Board that the TFN provide the mapping upon which they rely in their claim and that the property owners divulge the stage which the Archaeological Assessment that they volunteered to do has reached; AND FURTHER BE IT RESOLVED THAT Council appoint an Ad Hoc Committee composed of the Chairs of PAC and the Committee of Adjustment, the Mayor (or the Mayor's designate) and the Clerk to review the situation, to deal with this OMB Hearing proactively before the Municipality is engulfed in process and procedures which will not present the opportunity to speak to these issues in advance of a hearing, and to take proactive and appropriate actions and inform Council on a regular basis as to the progress of the OMB process as we move forward; AND THAT the Municipality's lawyer who is charged with defending the Municipality's position regarding this appeal be invited to meet with Council in January in a question and answer period.

AMENDED

Amendment:

18-044

MOVED BY: R. Prefasi

SECONDED BY: J. Harding

Be it resolved that the motion be amended to delete all the words up to and including the words "volunteered to do has reached: AND FURTHER"

Councillor Prefasi requested a recorded vote on the amendment.

Recorded	YEAS	NAYS	Abstain
L. Hunter	X		
D. Burrows	X		
J. Harding	X		
B. Koski	X		
C. Lowery	X		
D. O'Mara	X		
R. Prefasi	X		
Results	7	0	0

CARRIED

Amendment:

18-043 (As Amended)

MOVED BY: R. Prefasi

SECONDED BY: J. Harding

BE IT RESOLVED THAT Council appoint an Ad Hoc Committee composed of the Chairs of PAC and the Committee of Adjustment, the Mayor (or the Mayor's designate) and the Clerk to review the situation, to deal with this OMB Hearing proactively before the Municipality is engulfed in process and procedures which will not present the opportunity to speak to these issues in advance of a hearing, and to take proactive and appropriate actions and inform Council on a regular basis as to the progress of the OMB process as we move forward; AND THAT the Municipality's lawyer who is charged with defending the Municipality's position regarding this appeal be invited to meet with Council in February in a question and answer period.

CARRIED

NEW BUSINESS

None.

NOTICES OF MOTION

None.

CONFIRMATION BY-LAW

18-045

MOVED BY: D. O'Mara

SECONDED BY: D. Burrows

BE IT RESOLVED THAT By-law 18-1387, being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Temagami, be taken as read a first, second and third time and finally passed this 25th day of January 2018; AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

CARRIED

ADJOURNMENT

18-046

MOVED BY: B. Koski

SECONDED BY: D. O'Mara

BE IT RESOLVED THAT this meeting adjourn at 8:50 p.m.

CARRIED

Mayor

Clerk



Corporation of the Municipality of Temagami

Memo No.
2018-M-009

Memorandum to Council

☒ Staff
☐ Committee

Subject:	Ontario Trillium Foundation Seed Grant Workshop
Agenda Date:	February 13, 2018
Attachments:	Critical Path, Index of Wellbeing, Investment Streams, Grant Results & Metrics

RECOMMENDATION

This memorandum is:

☒ To be received for information

INFORMATION

OTF provides services to the community; Workshops to help organizations run better; Community investments through the Core Grants; Support staff is available by phone and email; Youth Opportunities Fund; Poverty Reduction Fund.

Website has all the information, resources and tools you will need. The information and resources on the website can also help you with applying for grants from other organizations. Review all of the reports as there is a lot of helpful data here to use in your grant applications. OTF is using the Canadian Wellness Index for all granting purposes. All of the grant outcomes must be measurable to the outcomes the OTF grants have identified. Not to your organizations desired outcomes.

Grant Streams & Information – Brief Overview

Applicants are required to have a good Anti-Discrimination policy. Any acts of discrimination will result in your funding being revoked. 1 (one) application can be submitted to each stream in each yearly cycle. If you have documents you are supposed to have in place but are not required to submit up front, make sure they are complete and ready - if requested you have 48 hours to supply them. REVIEW very thoroughly each stream you are applying for. Make sure you are applying in the right section for each stream. Your idea may fit into more than one or all of the sections, find the best fit to give you the best chance to succeed. Suit your project accordingly. Goal is to fulfill the OTF desired outcomes, not your groups. The Apply for a Grant link is like a roadmap, use it as a guideline to apply for the grant. VERY IMPORTANT - The PDF's of the forms have links to what they are looking for in the word or the area of the form, so be sure to use these PDF forms.

Seed – \$5,000.00 min to \$75,000.00 max (10% holdback) 1 year period. Disqualified if not in these parameters. Seed is about starting projects at the idea or conceptual stage. It is about new. Need measurement ability to know if feasible. It is about learning. It is about developing.

Grow – \$50,000.00 min per year to \$250,000.00 max per year over 2-3 years. Must follow these guidelines. This is the most complex grant. Grow is about building on the success of a proven model or program. Something that is existing (here/anywhere). Scale-up or improve an existing program. Must be measurable.

Capital – \$5,000 min to \$150,000.00 max over 1 year period. Capital is about broadening access to & improving community spaces. It is for buying equipment, new construction, and renovating or repairing community spaces. Quotes and pictures of space to be renovate are required. Use the financial workbook.

Transform – Launch soon. Transform is about tackling complex community issues & creating lasting change
Youth Opportunities Fund – Annual program provides grants & capacity building supports to youth-led grassroots groups and community-based organizations serving young people who face multiple barriers.

Prepared by:

Reviewed by:

Roxanne St. Germain, Administrative Assistant
Name, Position

Elaine Gunnell, Clerk
Name, Position

On behalf of: Council
Name of committee if applicable

Critical Path

This critical path provides an overview of the key granting dates for 2017-2019. Note that applicants will be informed by email of the final decision.

2018-2019 / Seed Grants

Date	Organization registration deadline: January 31, 2018, 5 p.m. ET.
February 21, 2018	Seed Application Deadline
June 22, 2018	<ul style="list-style-type: none"> A list of approved grants is sent to Ontario Members of Provincial Parliament (MPPs) and Cabinet Ministers to give them the opportunity to congratulate recipients directly, when possible. All applicants are then notified of the final decision by OTF. Shortly after June 22, 2018, successful applicants will be sent an email with their Grant Contract.
July 2018	Public Grant Announcement

2018-2019 / Grow Grants

Date	Organization registration deadline: April 25, 2018, 5 p.m. ET
May 16, 2018	Grow Application Deadline
October 5, 2018	<ul style="list-style-type: none"> A list of approved grants is sent to Ontario Members of Provincial Parliament (MPPs) and Cabinet Ministers to give them the opportunity to congratulate recipients directly, when possible. All applicants are then notified of the final decision by OTF. Shortly after October 5, 2018, successful applicants will be sent an email with their Grant Contract.
October 2018	Public Grant Announcement

2018-2019 / Capital Grants

Date	Organization registration deadline: July 25, 2018, 5 p.m. ET.
August 15, 2018	Capital Application Deadline
December 14, 2018	<ul style="list-style-type: none"> A list of approved grants is sent to Ontario Members of Provincial Parliament (MPPs) and Cabinet Ministers to give them the opportunity to congratulate recipients directly, when possible. All applicants are then notified of the final decision by OTF. Shortly after December 14, 2018, successful applicants will be sent an email with their Grant Contract.
January 2019	Public Grant Announcement

CONTINUED

2018-2019 / Transform Grants

Date	Organization Registration Deadline: October 17, 2018, 5 p.m. ET.
November 7, 2018	Transform Application Deadline
March 29, 2019	<ul style="list-style-type: none">• A list of approved grants is sent to Ontario Members of Provincial Parliament (MPPs) and Cabinet Ministers to give them the opportunity to congratulate recipients directly, when possible. All applicants are then notified of the final decision by OTF.• Shortly after March 29, 2019, successful applicants will be sent an email with their Grant Contract.
April 2019	Public Grant Announcement

There are other funding opportunities from OTF on the website.

[Home \(/\)](#) » [What We Fund \(/what-we-fund/\)](#) » Canadian Index Of Wellbeing

CANADIAN INDEX OF WELLBEING



The **Canadian Index of Wellbeing (CIW)** (<https://uwaterloo.ca/canadian-index-wellbeing/>) is a study that measures the wellbeing of Canadians. Launched in 2009, the CIW uses rigorous research to determine whether Canadians are making progress towards sustainable wellbeing in eight inter-connected domains, or categories – Health, Living Standards, Community Vitality, Environment, Leisure and Culture, Education, Time Use, and Democratic Engagement. A total of 64 indicators, taken from over 130 data sources, are used to monitor these domains.


Each annual report provides timely, accurate information that anyone, including policy makers, investors and funders, nonprofit and charitable organizations and government, can use to get a clear picture of the quality of life of Canadians at a given moment in time.


It is a much-needed tool for informing the development of programs and activities that are most

likely to move Canadians closer to achieving wellbeing. As such, in early 2014, OTF commissioned the CIW to produce a provincial report entitled **How Are Ontarians Really Doing? [//sites/default/files/ontario-report-accessible 0.pdf](https://otf.ca/sites/default/files/ontario-report-accessible-0.pdf)** (pdf) <https://otf.ca/sites/default/files/ontario-report-accessible-0.pdf>


Spanning a 17-year period (1994 to 2010), this report tells the story of Ontario’s successes and challenges in each of the CIW’s eight domains of wellbeing and makes comparisons to the rest of the country. It provides insights based on trends over those years, and offers innovative policy options to build on strengths and address areas of concern.

As a result of this collaboration, the Foundation made the decision to base its six **Action Areas [\(/node/141\)](/node/141)** – the areas in which we focus our investments – on 12 of the CIW’s measurement indicators.

OTF Action Area	CIW Indicator(s)
 http://otf.ca/what-we-fund/action-areas/active-people	<ul style="list-style-type: none">• Average monthly frequency of participation in physical activity is greater than 15 minutes• Percentage of Ontarians with self-reported diabetes

OTF Action Area	CIW Indicator(s)
 http://otf.ca/what-we-fund/action-areas/connected-people	<ul style="list-style-type: none">• Percentage of Ontarians reporting participation in organized activities• Percentage of Ontarians reporting a 'very' or 'somewhat strong' sense of belonging to the community
 http://otf.ca/what-we-fund/action-areas/green-people	<ul style="list-style-type: none">• Ecological Footprint• <u>Canadian Living Planet Index</u> (http://www.wwf.ca/newsroom/reports/living-planet-report-2014.cfm)

OTF Action Area	CIW Indicator(s)
 <p>(http://otf.ca/what-we-fund/action-areas/inspired-people)</p>	<ul style="list-style-type: none">• Average percentage of time spent on the previous day in arts and culture activities
 <p>(http://otf.ca/what-we-fund/action-areas/promising-young-people)</p>	<ul style="list-style-type: none">• Percentage of children doing well on five developmental domains• Average of five social and emotional competence scores among 12-13 year olds• Percentage of 20-24 year olds completing high school

OTF Action Area	CIW Indicator(s)
<div data-bbox="138 1365 511 1753"></div> <div data-bbox="544 1239 641 1764">http://otf.ca/what-we-fund/action-areas/prosperous-people</div>	<ul style="list-style-type: none">• Percentage of persons in low income• Scaled value of the <u>Centre for the Study of Living Standards</u> (http://www.csls.ca/) economic security index

Although influenced by many other factors, these indicators are the best measure of OTF's accumulated impact over the next decade. Changes – as measured and reported by the CIW – will signal whether our investments are having the impact we are striving for.



ACTION AREAS

Fostering more active
lifestyles

Building inclusive and
engaged communities
together

Encouraging people to
support a healthy and
sustainable environment

Enriching people's lives
through arts, culture and
heritage

Supporting the positive
development of children
and youth

Enhancing people's
economic wellbeing

PRIORITY OUTCOMES

Higher quality programming and infrastructure to support physical activity

More people become active

Reduced Social Isolation

People who are isolated have connections in their community

People have a say shaping the services and programs that matter to them

People who are economically vulnerable have access to community services that enhance financial stability

Trained and certified coaches, officials and volunteers

People who are marginalized take on leadership roles in their communities

People and resource users take deliberate actions to benefit the environment

Access to arts-based learning opportunities and compelling artistic, cultural and heritage experiences

Parents, caregivers and adult allies have the skills to support children and youth who are facing barriers

People have the skills and knowledge to achieve greater financial independence

Programs are safe, inclusive, fair, and age- and ability-appropriate

Infrastructure is accessible and available for physical activity

Skills and knowledge are transferred to the next generation of artistic leaders

People are engaged in community-based arts creation

Youth are involved in creating solutions for challenges facing their communities

People who are economically vulnerable are able to meet their basic needs

Infrastructure for unstructured and structured physical activities

Diverse groups work together to improve community life

Mechanisms are developed to promote responsible resource stewardship

Preservation and animation of cultural heritage

Children and youth who are facing barriers develop strong emotional and social skills

People become and stay employed
People become entrepreneurs

GRANT RESULTS

INVESTMENT STREAMS



An agency of the Government of Ontario
Un organisme du gouvernement de l'Ontario

INVESTMENT STREAM

TYPES OF PROJECTS

AMOUNT AND TERM

DEADLINES

THINK ABOUT YOUR IDEA



Starting projects at the idea or conceptual stage

- For projects that:
- Research a new concept, idea or approach
 - Develop, launch or test a new idea, approach or event
 - Convene around an emerging issue
 - Conduct a feasibility study

\$5,000 - \$75,000
Term: Up to 1 year

Organization registration deadline:
January 31, 2018, 5 p.m. ET.
Application deadline:
February 21, 2018, 5 p.m. ET.

- Is it new and untested?
- In need of research and study?
- Do you need one year to experiment?



Building on the success of a proven model or program

- For projects that:
- Launch or replicate a new, evidence-based program
 - Scale up a program currently being delivered, thus impacting more people
 - Improve the quality of a program currently delivered to increase impact

\$50,000 - \$250,000 per year
Term: 2-3 years

Spring 2018

- Is it based on an existing and successful project?
- Is the research done and project ready to go?
- Are the outcomes measurable and predictable?



Broadening access to and improving community spaces

- For:
- Equipment
 - New construction
 - Renovations or repairs to community spaces

\$5,000 - \$150,000
Term: Up to 1 year

Summer 2018

- It is solely for infrastructure?

OTF INVESTMENT STREAM: SEED GRANTS

OVERVIEW



OTF provides Seed funding to develop new ideas and different approaches to achieving results. Projects must align with an OTF Priority Outcome and broadly align with a Grant Result.

The purpose of OTF Seed funding is to:

- Come up with new or better ways of doing things (more efficiently or effectively), leading to greater impact
- Develop an evidence base, through the testing or piloting of new or unproven approaches
- Allow an organization to learn as a result of testing ideas or concepts that have not been tried before
- Respond to emerging issues in a community
- Experiment with innovative approaches without knowing what the results might be
- Explore the feasibility of ideas or things that are new or unproven

Types of projects funded

All projects need to be focused on seeding new ideas or approaches that will drive at achieving greater impact in their community by:

- Researching a new concept, idea or approach
- Developing, launching or testing a new idea, approach or event; Piloting a new program or running a demonstration project
- Conducting a feasibility study
- Convening around an emerging issue

Amount and term

Amount range: \$5,000 to \$75,000

Duration: Up to 1 year

Hold back: 10% of the funding will be held back, to be paid upon satisfactory review of the final report

Seed projects must align with one of the following Seed-specific Grant Results associated with an Action Area:



GRANT RESULTS

- Trained and certified coaches, officials and volunteers
- Programs are safe, inclusive, fair and age- and ability-appropriate
- Ontarians participate in an active lifestyle



GRANT RESULTS

- People have a say shaping the services and programs that matter to them
- People who are marginalized take on leadership roles in their communities
- Diverse groups work together to improve community life
- People who are isolated have connections in their community



GRANT RESULTS

- People participate in ecosystem, conservation and restoration efforts
- Conservation and restoration efforts are better planned and more sustainable
- People connect with the environment and understand their impact on it
- People and resource users take deliberate actions to benefit the environment
- Mechanisms are developed to promote responsible resource stewardship



GRANT RESULTS

- Skills and knowledge are transferred to the next generation of artistic leaders
- Access to arts-based learning opportunities and compelling artistic, cultural and heritage experiences
- People are engaged in community-based arts creation
- Preservation and animation of cultural heritage



GRANT RESULTS

- Parents, caregivers and adult allies have the skills to support children and youth who are facing barriers
- Children and youth who are facing barriers develop strong emotional and social skills
- Youth facing barriers volunteer and are in leadership roles



GRANT RESULTS

- People who are economically vulnerable have access to community services that enhance financial stability
- People who are economically vulnerable are able to meet their basic needs
- People have the skills and knowledge to achieve greater financial independence
- People become and stay employed
- People become entrepreneurs

TYPES OF COSTS FUNDED

All costs funded by OTF must be eligible and necessary to carry out the described project.

Direct Project Costs

- Direct personnel costs: Salaries, mandatory employment-related costs and employee benefits of new or maintained staff positions funded specifically to carry out the project

Direct non-personnel costs

- Purchased services (from contractors or subject experts) specifically related to the delivery of the program/service
- Workshop, meetings, convening costs incurred relating to the delivery of the program/service
- Supplies and materials purchased to use in the delivery of the program/service
- Travel costs incurred by employees, volunteers and participants that are directly related to the project
- Evaluation costs: Up to a maximum of 10% of the total OTF Budget Request can be used for planning and executing an evaluation of your grant project. This amount is only for the evaluation of your grant project
- Other costs: Other costs directly related to the delivery of the program/service but not captured in the categories provided

Overhead and Administration

OTF will support overhead and administrative costs directly associated with the funded project **to a maximum of 15% of the total OTF Budget Request**. These do not include the direct costs to run or deliver a project, including the staff associated with the program. These are eligible expenses that are part of separate budget categories.

Overhead and administration costs can include a portion of regular operational expenses that can be attributed specifically to the funded project.

Please refer to the [Overhead and Administrative Costs Policy](#) for further details.

Types of costs and projects not funded

- Requests to fund a previously/currently offered program or project
- Requests that do not clearly align with an OTF Priority Outcome and a Seed-specific Grant Result
- Renovations, repairs, new buildings
- Activities completed or costs incurred prior to the approval of the OTF grant application
- Taxes, such as GST and HST, for which the recipient is eligible for a tax rebate, and all other costs eligible for rebates
- Contingency costs

SEED GRANT APPLICATION

Grant applicants will be required to:

- Identify an OTF Priority Outcome and one Seed-specific Grant Result. Learn more about the Priority Outcomes, Grant Results and Metrics associated with all Action Areas
- Clearly describe what idea, challenge or opportunity they will be exploring in relation to an OTF Priority Outcome and a Seed-specific Grant Result
- Describe the community need that will be addressed through the project
- Describe the activities required to complete the project
- Provide pictures/diagrams to support the request
- Describe what they are hoping to learn from the project
- Complete a Financial Workbook outlining the request budget

View the Seed grant application questions and applicant advice, as well as the Financial Workbook Instructions.

Assessment Criteria

Seed grant applications will be assessed on three criteria: Strategy, Process and People.

Strategy

- The project must align with an OTF Priority Outcome and a Seed-specific Grant Result
- The idea, challenge or opportunity being explored is well understood
- The type, level, and urgency of the community need is described
- The way the project will impact the community is clear (e.g. breadth and depth)
- There is a link between the community need, how the project will address it and achieve the Grant Result

Process

- The application must show a reasonable timeline and describe links between the project activities and the project objective

People

- The expected learnings for the organization, community or sector are clear and demonstrate alignment with the Grant Result
- The application indicates how the learnings will be used and the next steps

Documentation Requirements

Applicants are not required to submit the following items with their application, however, these documents must be in place and available by the application deadline. OTF may request them at any time including during the assessment process or once the grant is approved.

Quotes

When you are requesting OTF funds for goods and/or services individually valued above \$10,000, OTF asks your organization to show that it sought the best value for money. The amount requested must be reasonable and supported by competitive bids. OTF requires two or more written quotes for purchases of individual goods and/or services valued above \$10,000.

Multiple sub-contracts with the same organization/supplier on the same project will be considered as a cumulative total. This means if the total of these goods and/or services exceeds \$10,000, competitive bids of two or more written quotes are required.

Applicants may be requested to provide copies of quotes at any time after the application is submitted.

Collaborative Agreement

Collaborative applicants must have a formal agreement in place when the application is submitted. The agreement must detail the purpose and nature of the collaborative, and must be signed by all members making a collaborative application for OTF funding. For more information, please read the [Collaborative Applicants Policy](#).

Reporting on your grant

OTF asks for a final report that provides the following information:

- Whether the project achieved the chosen Grant Result
- The costs incurred were in accordance with approved budget
- What was learned from the results of the project and what will be done with the learnings
- Next steps
- Compliance with the terms and conditions of the Grant Contract and full (100%) expenditure of project costs. Please note that 10% of the grant will be held back, to be paid upon satisfactory review of the final report. Please refer to the [Payment Release for Grantees Policy](#).

Learning

Upon request, the grantee will provide OTF access to relevant documentation of products that resulted from the project for purposes of OTF analysis and aggregation of information.

Learnings from completed Seed projects will help build the OTF knowledge base and allow applicants, other organizations, staff and volunteers to learn from these projects. In some cases, successful Seed projects that produce meaningful evidence with proven results could potentially be used by a grant recipient to subsequently apply for a Grow or Capital Grant for funding for a large, implementation-oriented project.

DEFINITIONS AND RESOURCES

Concept: A concept is an abstract idea, a general notion.

Emerging issue: An emerging issue is one that is newly created or noticed and growing in strength or popularity; becoming known or established.

Feasibility study: A feasibility study is a study aimed to objectively and rationally uncover the strengths and weaknesses of an existing process or proposed undertaking including opportunities and threats, resources needed to carry through, and ultimately the prospects for success.

New: For OTF purposes, this includes things that are new for an organization, a community or a sector; piloting a new program or approach; undertaking research that has not been previously undertaken by that organization, community or sector, etc.

Project: A project is an initiative proposed by an OTF applicant for funding. For OTF purposes, a project or initiative has a defined beginning and ending and a specific objective. The term 'project' is frequently used in the OTF online application and may sometimes be used interchangeably with the term 'initiative'.

Unproven: For OTF purposes, "unproven" means that there isn't an existing evidence base to demonstrate that this idea, approach or program does or does not work. The Seed stream is the place for organizations to try out or test a *new approach*, to prove, or create evidence, that the approach works or even that it doesn't, allowing the organization to learn from its efforts.

Related Documents

[POL-INV-01 Eligibility Policy](#)

[POL-INV-06 Overhead and Administration Costs Policy](#)

[POL-INV-09 Recognition Policy](#)

[POL-INV-10 Payment Release for Grantees Policy](#)

[POL-INV-11 Reallocation of Grant Funds Policy](#)

[POL-INV-13 Grant Rescind and Recovery Policy](#)

SEED FINANCIAL WORKBOOK INSTRUCTIONS

Before completing the Financial Workbook, please read these instructions carefully.

Taxes, such as GST and HST, for which the recipient is eligible for a tax rebate, and all other costs eligible for rebates are **not** eligible OTF request items.

When you are requesting OTF funds for goods and/or services (including equipment, consulting services and non-consulting services) valued above \$10,000 OTF asks your organization to show it sought the best value for money. The amount requested must be reasonable and supported by competitive bids. OTF requires two or more written quotes when purchasing such goods and/or services valued above \$10,000. Multiple sub-contracts with the same organization/supplier on the same project will be considered as a cumulative total. This means if the total of these goods and/or services exceeds \$10,000, competitive bids of two or more written quotes are required.

Contingency costs are **not** eligible expenses. Please do not include contingencies in your Financial Workbook.

Adding notes is **required** in the Financial Workbook, so be clear about your funding needs by providing a breakdown of the costs associated with your OTF Budget Request. Only include eligible costs and costs associated with your OTF request.

OTF BUDGET REQUEST	DESCRIPTION	NOTES (example)
Direct Personnel Cost	Salaries, mandatory employment-related costs and employee benefits of new or maintained staff positions funded specifically to carry out the project.	<ul style="list-style-type: none"> 1 Full Time Workshop Coordinator: Salary, mandatory employment-related costs, and employee benefits at 40 hrs/week x 52 weeks x 1 year = \$50,000
Direct Non-Personnel Costs	All non-personnel costs directly attributable to the project, for the delivery of the program/service.	
Purchased service	Services purchased from contractors/subject experts specifically relating to the delivery of the project.	<ul style="list-style-type: none"> Consultant for six Board development sessions: \$8,000 Translation of Materials: \$6,000 Sound & Lighting Fee for Service Contract: \$25,000 (quotes received) Workshop facilitator: \$2,000
Workshops, Meetings, Convening	Meeting/convening costs incurred relating to the delivery of the project.	<ul style="list-style-type: none"> Space rental (6 sessions): \$4,000 Marketing and promotional costs: \$10,000

Seed Financial Workbook Instructions – November 2017

		<ul style="list-style-type: none"> Childminding for evening workshops: \$200 x 12 sessions x 1 year = \$2,400 Healthy snacks for participants: \$3 x 5 sessions x 50 participants = \$750 Art supplies for youth program: \$10,000 Notebooks for seniors program: \$6,000 Purchase of sports equipment including soccer balls, nets and cones for five locations: \$5,000 Purchase of 10 computers: \$10,000 Mileage for employees travel to visit youth in their homes: \$8,000 300 participants x 10 transit fares at \$3 = \$9,000 Hire a contractor to administer a pre- /post-study of our project: \$11,000 (quotes received) Conduct a focus group on the effectiveness of our convening activities: \$2,500 Costs directly related to the delivery of the project, but not captured in the categories provided
Supplies And Materials	Items purchased to use in the delivery of the project.	
Equipment	Capital purchases that are <u>not</u> construction or renovation. Equipment only which must be directly related to the project	
Travel	Travelling costs incurred by employees, volunteers and participants, that are directly related to the project.	
Evaluation	Up to a maximum of 10% of the total OTF Budget Request can be used for evaluation of your grant project.	
Other	Other costs directly related to the delivery of the project but not captured in the categories provided.	
Overhead And Administration	OTF will support Overhead and Administrative costs directly associated with the funded project, to a maximum of 15% of the total OTF Budget Request . These do not include the direct costs to run or deliver a program, including the staff or equipment associated with the program. These are eligible expenses that are part of separate budget categories. Overhead and Administration costs can include a portion of regular operational expenses that can be attributed specifically to this project. Please refer to the Overhead and Administrative Costs Policy for further details.	<ul style="list-style-type: none"> Incremental (new) costs generated such as rent, utilities, insurance, audit: \$3,000 Pro-rata of apportioned costs of existing rent, utilities, insurance, audit: \$2,000 Salaries, mandatory employment-related costs and employee benefits of Executive Director: ½ day per week x 52 weeks x 1 year = \$10,500
Total OTF Budget Request	Total funding requested from OTF must be between \$5,000 and \$75,000, for up to one year	

1.

What is the **idea, challenge or opportunity** that your organization will explore in this project?

Example: "There is a population of 2,500 youth housed in shelters who have low levels of literacy who would benefit from a new-to-Canada reading program that will help them gain employment."

2.

What is the **need or opportunity** in the community that this project will address?

How **pressing** is the need or opportunity? How will you **address** that need or opportunity through the project and how does the need and project **align with the Grant Result?**

Please describe the community or population that the program is focused on. If appropriate, identify (ideally, with numbers or percentages) any gaps in the community's wellbeing that this project will address.

Describe how you identified the need or demand (focus groups, research, needs assessment, etc.)

SEED GRANT APPLICATION QUESTIONS

3.

Provide a **brief description** of the activities you will undertake to complete this project and that contribute to the Grant Result.

4.

What are you hoping to learn from this project?

What does your organization, the community or sector expect to learn as a result of this project?

Please also outline how your organization will use new skills, understandings or changes in attitudes on an issue, or changes to ways of working.

What do you expect your next steps will be as a result of this grant ?

SEED ASSESSMENT

SCORE: -2 (SD: Strongly Disagree) -1 (D: Disagree) 0 (N: Neutral) +1 (A: Agree) +2 (SA: Strongly Agree)

Weight	Assessment Area	Score					Assessment Questions and Supporting Questions	Assessment Consideration
		SD	D	N	A	SA		
50%	Strategy	-2	-1	0	+1	+2	The strategy is appropriate for achieving the expected learning that broadly aligns with the Grant Result	The idea, challenge, and opportunity being explored is well understood. The type, level, and urgency of the community need is described. The way the project will impact the community is clear (e.g. breadth or depth). There is a link between the community need, how the project will address it and achieve the Grant Result.
							What is the idea, challenge or opportunity that the organization will explore in this project?	
							What is the need in the community that this project will address? How pressing is the need? How will they address that need through the initiative?	
25%	Process	-2	-1	0	+1	+2	The processes to be employed are appropriate for achieving the expected learning	The application must show a reasonable timeline and describe links between the project activities and the project objective.
							Did they provide a brief description of the activities that they will perform to complete this project?	
25%	People	-2	-1	0	+1	+2	People will learn and grow from this endeavor	The expected learnings for the organization, community or sector are clear and demonstrate alignment with the Grant Result. The applicant indicated how the learnings will be used and the next steps.
							What are they hoping to learn from this project?	
N/A	Value for Money							
N/A	Infrastructure							
100%	Total							

OTF INVESTMENT STREAM: GROW

PURPOSE:

OTF recognizes that building healthy and vibrant communities takes time and resources. The Grow Investment Stream supports projects that are based on evidence and deliver on specific Grant Results in order to contribute to the longer-term goal of the related Priority Outcome. Projects funded in the Grow Investment Stream are based on robust planning, and deliver positive change which is achieved by replicating, adapting, or scaling existing proven programs.

TYPES OF PROJECTS:

All projects need to drive at achieving greater impact in their community by:

- Increasing the reach of an existing, proven project of the applicant organization, or
- Replicating or adapting a proven, successful project that is new to the applicant organization, or
- Adapting an existing proven, successful project of the applicant organization

AMOUNT RANGE: \$50,000 to \$250,000 per year

- Grow application funding requests cannot exceed \$750,000 in total, including the capital costs.
- Grow application funding requests must include at least \$50,000/year for non-capital items. Once your project meets the minimum requirements, you may add up to a total of \$150,000 for capital costs associated with and necessary for the success of the project.
- The focus of a Grow application is not intended to be capital in nature. If your project has a large capital component, it may be better suited to a Capital grant application.

DURATION: 24 to 36 months

TYPES OF COSTS FUNDED:

All costs funded by OTF must be eligible and necessary to carry out the described project.

Direct Project Costs

- Direct personnel costs: Salaries, mandatory employment-related costs and employee benefits of new or maintained staff positions funded specifically to carry out the project.

Direct non-personnel costs

- Purchased services (from contractors or subject experts) specifically relating to the delivery of the program/service
- Workshop, meetings, convening costs incurred relating to the delivery of the program/service
- Supplies and materials purchased to use in the delivery of the program/service
- Travel costs incurred by employees, volunteers and participants, that are directly related to the project
- Evaluation costs: **Evaluation is a requirement for Grow applications.** Up to a maximum of 10% of the total grant request budget can be used for planning and executing an evaluation of your grant project. This amount is only for the evaluation of your grant project.
- Other costs: Other costs directly related to the delivery of the program/service but not captured in the categories provided.

- Capital costs for repairs, renovations or construction costs, as well as equipment costs. Total capital costs may not exceed \$150,000 for the project. Capital costs must be associated with, and necessary for, the success of the Grow project. Grow grant requests cannot exceed \$750,000 in total, including the capital costs. Please refer to the Capital Backgrounder and Capital Grants Policy.

Overhead and Administration costs

- OTF will support overhead and administrative costs directly associated with the funded project, **to a maximum of 15% of the total grant request budget**. These do not include the direct costs to run or deliver a project, including the staff or equipment associated with the program. These are eligible expenses that are part of separate budget categories. Overhead and administration costs can include a portion of regular operational expenses that can be attributed specifically to the funded project. Please refer to the Overhead and Administrative Costs Policy for further details.

Please note: When you are requesting OTF funds for goods and/or services (including equipment, construction, consulting services, and non-consulting services) valued above \$10,000, OTF asks your organization to show that it sought the best value for money. The amount requested must be reasonable and supported by competitive bids. OTF requires two or more written quotes when purchasing such goods and/or services valued above \$10,000. Multiple sub-contracts with the same organization/supplier on the same project will be considered as a cumulative total. This means if the total of these goods and/or services exceeds \$10,000, competitive bids of two or more written quotes are required.

TYPES OF COSTS/PROJECTS NOT FUNDED:

- Core operating funding
- Replication, adaptation, scaling-up of programs *that lack an evidence base*
- Maintaining currently existing programs without growing or improving on the impact of the program, as measured through an OTF Grant Result
- Simple changes to program purposes without growing or improving on the impact of the change, as measured through an OTF Grant Result
- Taxes, such as GST and HST, for which the recipient is eligible for a tax rebate, and all other costs eligible for rebates are not eligible OTF request items
- Contingency costs are not eligible expenses

OVERVIEW OF THE APPLICATION:

Applicants will be required to:

- Identify one Priority Outcome and one OTF Grant Result (and the associated metrics) that strongly align with the change being sought. Learn more about the Priority Outcomes, Grant Results and Metrics associated with all the OTF action areas. OTF requires some Grantees to survey their program participants using standardized survey tools. View the Grow Grant Survey Tools that corresponds to each Grant Result
- Describe and submit the **evidence base** that supports the proposed change and Grant Result. Your project's design (the processes you employ), should be based on good evidence that demonstrates the initiative will achieve the grant result you selected. Evidence may include research, successful examples of existing programs, pilots, models, etc. You must upload evidence and/or provide links to the evidence that supports your project's design.
- Complete a Financial Workbook outlining the request budget.
- Complete a detailed supporting Grow Workbook that outlines the approach you intend to take to complete your endeavor. This workbook includes four components:

- **Project Plan:** The project plan is where you will be required to tell us about how you plan to implement or carry out your project. The detail requested in the project plan must demonstrate a link with the evidence you provided, as well as how you plan to achieve your identified grant result. The number of project objectives OTF asks for is tailored to the level of funding you are requesting. If you are asking for \$250,000 or more, you must describe four or five key project objectives for each year of funding requested. If you are asking for less than \$250,000, you must describe two or three key project objectives for each year of funding requested.
- **Risk Management Plan:** The risk management plan is where you will be required to think about your project and what could potentially go wrong with it. Specifically thinking about factors that could prevent you from achieving your project's objectives and the grant result selected.
- **Recognition Plan:** If your project is approved, you must public recognize OTF's investment in your project. Refer to OTF's Recognition Policy for further details.
- **Additional evaluation considerations:** OTF requires some Grantees to survey their program participants using standardized survey tools. View the Grow Grant Survey Tools that corresponds to each Grant Result. Grantees will be required to use those tools once the grant is approved (with resources and supports available). In addition to tracking the metrics you selected as part of your application, you are expected to evaluate your grow grant in a way that is beneficial to you. The questions in this section will provide information on your plan for the evaluation.
- Your answers in the Workbook section, including your project plan, should show how your **project plan is viable, reasonable and appropriate** for the intended project. Your workbook should:
 - Describe how you will execute the project and define the project's deliverables, including how you plan to achieve the Grant Result (e.g. viable)
 - Describe who will do the work, and how and where the work will be done (e.g. reasonable)
 - Explain how this is an appropriate project for your organization to undertake, given your experience, the strength of the evidence and the project risks you identified (e.g. appropriate)

WHAT DOES "EVIDENCE-BASED" MEAN?

OTF considers evidence as strong indication that something works. The evidence you provide OTF can come from your organization or from an external source. Examples of evidence must:

- Provide reasoning that speaks to the potential positive change being proposed in a project
- Include documented research and/or evaluations (the applicant's own or those of others) where measured results demonstrate that the approach being proposed will produce the Grant Result selected in the Grow grant application.
- A Seed project with proven results could form the evidence required for an organization to then apply for a Grow grant.

View the complete application questions, including the financial workbook and workbook as well advice for key questions.

ASSESSMENT CRITERIA:

The Assessment of your application is based on four assessment areas: Strategy, Process, People and Value for Money.

- The project must strongly align with one OTF Grant Result and deliver against the associated metrics.
- The idea, challenge and opportunity being explored is evidence-based and well understood.
- The type, level and urgency of the community need is described.
- The way the project will impact the community is clear (e.g. breadth and depth). There is a link between the community need and how the project will address it to achieve the Grant Result.

- It is clear that the project will have a long-term impact for the community. The project considers what resources (e.g. financial, people, infrastructure) need to be in place for long-term success
- The project is based on proven tools or techniques, and demonstrates how the grant result will be achieved. The way these tools and techniques will be used is clear.
- Your application describes a feasible process to accomplish the project and has clearly defined the project deliverables. Areas for risk are identified and ways to manage them are addressed.
- Your application demonstrates your capacity to successfully complete the project and achieve the grant result.
- The competency of the people involved aligns with the project objectives.
- The cost seems reasonable to achieve the identified grant result.

View the detailed [assessment criteria](#).

GRANTEE ENGAGEMENT AND REPORTING:

OTF staff will engage on a regular basis with the grantee to support the success of the investment. Reporting will be conversational (call, email correspondence, meetings) and at intervals of at least every six months. Reports will be submitted each year of the project, and again upon completion. Reporting will include:

- Progress to achieving the Grant Result and associated targets
- Costs incurred, in accordance with approved budget
- Project challenges/issues and unexpected outcomes, where relevant
- As part of our outcomes-based investment strategy, it is important that we learn about our grantees' outcomes and the progress made towards the selected grant result. Grantees will be required to report on their key learnings to help us learn what does, or does not work, and why. OTF will use the information provided, and the project evaluation, to learn about the impact of our investment strategy.
- Some Grow grantees will be required to conduct surveys of program participants during the course of the grant. Please see [Grow Grant Survey Tools](#) for requirements as they apply to specific Grant Results.
- For grants with satisfactory reviews, the final grant holdback funds will be released (all or part). The final report must demonstrate achievement of the Grant Result, compliance with terms and conditions of the Grant Contract and full (100%) expenditure of project costs.

Please note that 10% of the final year of funding will be held back, to be paid upon satisfactory review of the final report. The final report of your grant must demonstrate the full expenditure of project costs. Please refer to the [Payment Release for Grantees Policy](#).

DEFINITIONS:

Evaluation: A review of the results of a grant, with the emphasis upon whether or not the grant achieved its outcomes.

Project: A project is an initiative proposed by an OTF applicant for funding. For OTF purposes, a project or initiative has a defined beginning and ending, and a specific objective. The term 'project' is frequently used in the OTF online application and may sometimes be used interchangeably with the term 'initiative'.

Replicate: Replicate (a program) is to duplicate, recreate or repeat it.

Scale up: Scale-up (of a program) is the process of increasing a program's size, amount or quality of services amount of programming offered, number of locations, or people served.

Grow Workbook: A mandatory, supporting document for Grow grant applications. The workbook details the applicant's intended approach to complete their endeavor. In the workbook, the applicant describes in detail how they plan to carry out their project, such as deliverables, resources, timeframes and potential risks. In addition, the Grow Application Workbook is where the applicant describes a Recognition Plan and plans to evaluate the project.

RELATED DOCUMENTS:

POL-INV-01 Eligibility Policy

POL-INV-03 Capital Grants Policy

POL-INV-06 Overhead and Administration Costs Policy

POL-INV-09 Recognition Policy

POL-INV-10 Payment Release for Grantees Policy

POL-INV-11 Reallocation of Grant Funds Policy

POL-INV-13 Rescinding Grant Policy

GROW FINANCIAL WORKBOOK INSTRUCTIONS

Before completing the Financial Workbook, please read these instructions carefully.

Your request must meet the minimum requirements for a Grow grant application. Grow grant application funding requests must include at least \$50,000 per year for non-capital items. Once your project meets the minimum requirements, you may add up to a total of \$150,000 for capital costs associated with, and necessary for, the success of the project. Grow grant application funding requests cannot exceed \$750,000 in total, including the capital costs. The focus of a Grow grant application is not intended to be capital in nature. If your project has a large capital component, it may be better suited to a Capital grant application.

Taxes, such as GST and HST, for which the recipient is eligible for a tax rebate, and all other costs eligible for rebates are **not** eligible OTF request items.

When you are requesting OTF funds for goods and/or services (including equipment, construction, consulting services, and non-consulting services) valued above \$10,000, OTF asks your organization to show it sought the best value for money. The amount requested must be reasonable and supported by competitive bids. OTF requires two or more written quotes when purchasing such goods and/or services valued above \$10,000. Multiple sub-contracts with the same organization/supplier on the same project will be considered as a cumulative total. This means if the total of these goods and/or services exceeds \$10,000, competitive bids of two or more written quotes are required.

Contingency costs are **not** eligible expenses. Do **not** include contingencies in your Financial Workbook.

Adding notes is **required** in the Financial Workbook. Be clear about your funding needs by providing a breakdown of the costs associated with your OTF budget request. Only include eligible costs and costs associated with your OTF request.

Evaluation	<p>Evaluation is a requirement for Grow grant applications. Up to a maximum of 10% of the total grant request budget can be used for planning and executing an evaluation of your grant project. This amount is only for the evaluation of your grant project.</p>	<ul style="list-style-type: none"> • Hire a contractor to administer a pre-/post-study of our project: \$10,000 (quotes received) • Conduct a focus group on the effectiveness of our convening activities: \$2,500
Other	Other costs directly related to the delivery of the program/service but not captured in the categories provided.	<ul style="list-style-type: none"> • Costs directly related to the delivery of the project, but not captured in the categories provided.
Capital	Capital repairs, renovations or construction costs, as well as equipment costs. Total Capital costs may not exceed \$150,000 for the project. Capital costs must be associated with, and necessary for, the success of the Grow initiative. Grow grant requests cannot exceed \$750,000 in total, including the Capital costs.	<ul style="list-style-type: none"> • Renovation of kitchen: \$65,000 (quotes received) • Purchase of 1 van: \$45,000 (quotes received) • Purchase of sound and lighting equipment: \$80,000 (quotes received) • Renovation of community hall - contractor cost for labour and materials: \$100,000; furnishings: \$30,000 (quotes received)
Overhead and Administration	<p>OTF will support overhead and administrative costs directly associated with the funded project, to a maximum of 15% of the total grant request budget. These do not include the direct costs to run or deliver a program, including the staff or equipment associated with the program. These are eligible expenses that are part of separate budget categories.</p> <p>Overhead and Administration costs can include a portion of regular operational expenses that can be attributed specifically to this project. Please refer to the <u>Overhead and Administrative Costs Policy</u> for further details.</p>	<ul style="list-style-type: none"> • Incremental (new) costs generated such as rent, utilities, insurance, audit: \$3,000 • Pro-rata of apportioned costs of existing rent, utilities, insurance, audit: \$2,000 • Salaries, mandatory employment-related costs and employee benefits of Executive Director: ½ day per week x 52 weeks x 2 years = \$21,000
Total OTF Budget Request	<p>Total funding requested from OTF must be between \$100,000 to \$750,000 (\$50,000 to \$250,000 per year for 2 to 3 years)</p>	

Weight	Assessment Area	Score					Assessment questions and supporting questions	Assessment Consideration
		SD	D	N	A	SA		
40%	Strategy	-2	-1	0	+1	+2	The Strategy is appropriate for achieving the grant result	
							What is the idea, challenge or opportunity that the organization will explore in this project?	The idea, challenge, or opportunity being explored is evidence-based and well understood.
							What is the need in the community that this project will address? How pressing is the need? How will they address that need through the initiative?	The type, level, and urgency of the community need is described. The way the project will impact the community is clear (e.g. breadth or depth). There is a link between the community need and how the project will address it to achieve the grant result.
							What will the impact of this project be beyond the life of the grant? What will be in place to sustain the impact of this project and what will they do within the life of the grant to ensure sustainability?	It is clear that the project will have a long-term impact for the community. The project considers what resources (e.g. financial, people, infrastructure) need to be in place for long-term success.
30%	Process	-2	-1	0	+1	+2	The processes to be employed are appropriate	
							Did they provide a summary of the evidence that supports the design of their program? (represents 10%)	The program is based on proven tools or techniques and demonstrates how the grant result will be achieved. The way these tools and techniques will be used is clear.
							Grow Application Workbook (represents 20%)	The applicant has described a feasible process to accomplish the project and has clearly defined the project deliverables. Areas for risk are identified and ways to manage them are addressed. The applicant has demonstrated the capacity to successfully complete the project and achieve the grant result.
20%	People	-2	-1	0	+1	+2	The right people are in place to lead the endeavor, and they will learn and grow through the project	
							What are they hoping to learn from this project?	The intended learnings for the organization, community or sector are clear and demonstrate alignment with the grant result. The applicant indicated how the learnings will be used and the next steps.
							Did they provide a description of the core team members leading and/or supporting the project?	The competency of the people involved aligns with the project objectives.
10%	Value for money	-2	-1	0	+1	+2	The cost per output is appropriate for achieving the grant result.	
							Does the cost seem reasonable to achieve the identified grant result?	\$/Metric
N/A	Infrastructure							
100%	Total							

OTF INVESTMENT STREAM: CAPITAL

Purpose:

OTF provides capital funding to improve the infrastructure required for communities to thrive. Funding is delivered through a process that allows OTF to respond flexibly and effectively to the broad and deep need for community-oriented capital funding across Ontario.

The purpose of OTF capital funding is to:

- Enhance access to community spaces, programs, activities and services, and facilitate community members' full participation in the life of the community
- Enhance and build community spaces
- Enhance the efficiency and effectiveness of programs
- Make better use of technological resources

The Capital Investment Stream is for capital-specific projects that align with one of the OTF Priority Outcomes and its related Grant Result. There are nine Grant Results for capital focused projects:

- Active People: Infrastructure for unstructured and structured physical activities
- Active People: Infrastructure is accessible and available for physical activity
- Connected People: Diverse groups work together to improve community life
- Connected People: People who are isolated have connections in their community
- Green People: Conservation and restoration efforts are better planned and more sustainable
- Inspired People: Arts, culture and heritage have appropriate spaces
- Promising Young People: Children and youth who are facing barriers develop strong emotional and social skills
- Promising Young People: Youth are involved in creating solutions for challenges facing their communities
- Prosperous People: People who are economically vulnerable are able to meet their basic needs

Types of projects funded

- Equipment
- New Construction
- Renovations or repairs to community spaces
- Purchase of land or building

Amount and term

- **Amount range:** \$5,000 to \$150,000
- **Duration:** Up to 1 year
- **Hold back:** 10% of the funding will be held back, to be paid upon satisfactory review of the final report.

Types of costs funded

OTF provides capital funding for:

- Construction/Renovation: Repairs, renovations or construction costs, as well as permanent equipment costs.
- Equipment: Capital purchases that are not part of a building, and are directly related to the project.
- Land/Property Purchase: The direct purchase cost of land or property.
- Developmental Costs: Costs associated with construction, such as the development of plans, legal fees or survey costs. These costs can be **up to a maximum of 20% of the total grant request**.

All costs funded by OTF must be eligible and directly attributable to the project.

OTF limits capital funding to \$150,000 for any single eligible project to effectively respond to the broad need for capital funding in Ontario's voluntary sector.

Types of costs/projects not funded

- Contributions to annual funding drives and capital campaigns
- Activities completed or costs incurred prior to the approval of the request by OTF
- Staff salaries, benefits and wage costs
- Taxes, such as GST and HST, for which the recipient is eligible for a tax rebate, and all other costs eligible for rebates
- Contingency costs

Overview of the Application

Applicants will be required to:

- Identify one Priority Outcome and one Grant Result (and the associated Metric, unless your funding request is primarily for equipment, then a Metric is not required). Learn more about the Priority Outcomes, Grant Results and Metrics associated with all the Action Areas.
- Quantify the impact of the project (e.g. square feet, kilometres of trails) unless the funding request is primarily for equipment
- Explain the purpose of the project and the community need that it will address
- Demonstrate or outline how the project team members have the skills, knowledge or competencies needed to execute the project successfully
- Provide pictures/diagrams to support the request
- Describe the activities required to complete the project
- Complete a Financial Workbook outlining the request budget

View the application questions and applicant advice, as well as the Financial Workbook.

Assessment Criteria

Capital grant applications will be assessed on five criteria: Strategy, Process, People, Infrastructure and Value for Money.

- The project must strongly align with one Grant Result and deliver against the associated Metrics, where applicable
- The idea, challenge and opportunity being explored is evidence-based and well understood
- The type, level and urgency of the community need is described
- The way the project will impact the community is clear (e.g. breadth and depth). There is a link between the community need and how the project will address it to achieve the chosen Grant Result
- It is clear that the project will have a long-term impact for the community. The project considers what resources (e.g. financial, people, infrastructure) need to be in place for long-term success
- Your application demonstrates your organization's capacity to successfully complete the project and achieve the chosen Grant Result
- The competency of the people involved aligns with the project's objectives
- The cost seems reasonable to achieve the identified Grant Result

Documentation Requirements

Applicants are not required to submit the following items with their application, however, these documents must be in place and available by the application deadline. OTF may request them at any time including during the assessment process or once the grant is approved.

Quotes: When you are requesting OTF funds for goods and/or services (including equipment, construction, renovations, land/property purchase, developmental costs) valued above \$10,000, OTF asks your organization to show that it sought the best value for money. The amount requested must be reasonable and supported by competitive bids. OTF requires two or more written quotes for purchases of goods and/or services valued above \$10,000.

Multiple sub-contracts with the same organization/supplier on the same project will be considered as a cumulative total. This means if the total of these goods and/or services exceeds \$10,000, competitive bids of two or more written quotes are required.

Applicants may be requested to provide copies of quotes at any time after the application is submitted.

Proof of ownership or a five-year lease agreement is required for all renovations or improvements. If an existing lease expires prior to the end of the five-year term required, OTF requires a letter from the lessor documenting the commitment to renew the existing lease.

Collaborative Agreement: Collaborative applicants must have a formal agreement in place when the application is submitted. The agreement must detail the purpose and nature of the collaborative, and must be signed by all members making a collaborative application for OTF funding. For more information, please read the Collaborative Applicants Policy.

Reporting on Your Grant

OTF asks for a final report that provides the following information:

- How the project achieved the chosen Grant Result and associated Metric (unless the primary focus of the grant is to purchase equipment)
- The costs that were incurred, in accordance with the approved budget
- What was learned from the results of the project and what will be done with the learnings
- Photographs of the completed work
- Compliance with the terms and conditions of the Grant Contract and full (100%) expenditure of project costs. Please note that 10% of grant will be held back, to be paid upon satisfactory review of the final report. Please refer to the Payment Release for Grantees Policy.

Definitions

Capital Expenses: A capital expenditure is an asset such as a building, machinery, equipment, etc., that has a useful life of more than one year and is subject to depreciation over its useful life.

Community Spaces: Includes physical spaces (e.g. buildings or outdoor venues such as community centres, offices, recreational facilities, sports facilities, trails, fields or parks) or virtual (online) spaces for communities to gather and connect (e.g. the equipment, such as servers or computers, required to enable communities to connect and interact online).

Renovations: A repair or improvement to an existing structure or building.

New Construction: A new building/facility or addition to an existing facility which adds square footage needed to deliver programs/services.

Related Documents

- [POL-INV-01 Eligibility Policy](#)
- [POL-INV-02 Financial Need and Health of Applicants Policy](#)
- [POL-INV-03 Capital Grants Policy](#)
- [POL-INV-04 Collaborative Applicants Policy](#)
- [POL-INV-09 Recognition Policy](#)
- [POL-INV-10 Payment Release for Grantees Policy](#)
- [POL-INV-11 Reallocation of Grant Funds Policy](#)
- [POL-INV-13 Rescinding Grant Policy](#)
- [POL-INV-15 One Application Per Cycle](#)

CAPITAL FINANCIAL WORKBOOK INSTRUCTIONS

Before completing the Financial Workbook, please read these instructions carefully.

Taxes, such as GST and HST, for which the recipient is eligible for a tax rebate, and all other costs eligible for rebates are not eligible OTF request items.

When you are requesting OTF funds for goods and/or services (including equipment, construction, renovations, land/property purchase, and developmental costs) valued above \$10,000, OTF asks your organization to show it sought the best value for money. The amount requested must be reasonable and supported by competitive bids. OTF requires two or more written quotes when purchasing such goods and/or services valued above \$10,000.

Multiple sub-contracts with the same organization/supplier on the same project will be considered as a cumulative total. This means if the total of these goods and/or services exceeds \$10,000, competitive bids of two or more written quotes are required. Applicants may be requested to provide copies of quotes at any time after the application is submitted.

Contingency costs are **not** eligible expenses. Please **do not include** contingencies in your Financial Workbook.

Adding notes is **required** in the Financial Workbook, so be clear about your funding needs by providing a breakdown of the costs associated with your OTF budget request. Only include eligible costs and costs associated with your OTF request.

OTF BUDGET REQUEST	DESCRIPTION	NOTES (EXAMPLES)
Construction/Renovation	Repairs, renovations or construction costs	Contractor costs to renovate the community centre kitchen: \$55,000 (quotes received), <u>or</u> repairs to the Sports Hall gymnasium: \$10,500 (quotes received), <u>or</u> costs associated with new construction of visitor's centre: \$100,000 (quotes received)
Equipment	Purchase of fixed and non-fixed equipment directly related to the project	Purchase of kitchen fridges and stoves x 4 = \$7,000, <u>or</u> purchase of basketballs, hoops, bleachers: \$11,000 (quotes received), <u>or</u> purchase of 8 tables and 32 chairs: \$3,200
Land/Property Purchase	The direct purchase cost of land or property	Direct cost only. Do not include extra costs associated with the purchase such as transaction costs (registry, legal, insurance, etc.).
Developmental Costs	Developmental costs associated with construction, to a maximum of 20% of the total grant request	Development of plans, legal fees or survey costs. (Salaries and benefits for your organization's staff are not eligible as part of a Capital grant request)
Total OTF Budget Request	Total funding requested from OTF must be at least \$5,000 and at most \$150,000, for up to one year	

CAPITAL ASSESSMENT

SCORE: -2 (SD: Strongly Disagree) -1 (D: ☐ agree) 0 (N: Neutral) +1 (A: Agree) +2 (SA: Strongly Agree)

Weight	Assessment Area	Score				Assessment questions and supporting questions	Assessment Consideration
		SD	D	N			
20%	Strategy	-2	-1	0	+1	+2	The strategy is appropriate for achieving the Grant Result
							What is the idea, challenge or opportunity that the organization will explore in this project?
							What is the need in the community that this project will address? How pressing is the need? How will they address that need through the initiative?
20%	Process	-2	-1	0	+1	+2	The idea, challenge, or opportunity being explored is evidence-based and well understood.
							The type, level, and urgency of the community need is described. The way the project will impact the community is clear (e.g. breadth or depth). There is a link between the community need, how the project will address it and achieve the Grant Result.
20%	People	-2	-1	0	+1	+2	The application shows a reasonable timeline and describe links between the project activities, the project objective, and the Grant Result.
							The team has the skills, knowledge or competencies needed to lead/steward the endeavour.
20%	Infrastructure & Equipment	-2	-1	0	+1	+2	The team is qualified to lead/steward this endeavor
							Did they provide a description of the core team members leading and/or supporting the project?
							The infrastructure design and/or equipment selected is appropriate
20%	Value for Money	-2	-1	0	+1	+2	The infrastructure and/or equipment identified is appropriate for achieving the Grant Result, and the work to be undertaken is conveyed clearly by the applicant.
							Did they upload up to five (5) supporting pictures or diagrams, or provide a link to pictures, to provide greater explanation of their funding needs? Did they include a short description of each picture?
100%	Total	-2	-1	0	+1	+2	The cost per output is appropriate for achieving the Grant Result
							Does the cost seem reasonable to achieve the identified Grant Result?
							\$/Metric

9. UNDERSTAND THE ASSESSMENT

Here's what you'll have to do:

- Identify a Priority Outcome and a Grant Result
- **Strategy:** Clearly describe what idea, challenge or opportunity you will be exploring, and the community need that will be addressed through the project **50% of Score**
- **Process:** Describe the activities required to complete the project **25%**
- **People:** Describe your hypothesis and what you, your organization and/or team is hoping to learn from the project **25%**

100%

40

SEED VS GROW

SEED	GROW
New and untested	Existing and successful
Needs research and study	Ready to go or “research complete, ready to go”
Outcomes unknown: may be measured	Outcomes predictable: <u>must</u> be measured
One year to experiment	2 to 3 years to launch, improve, scale or expand an existing, proven program
Smaller investment that allows for some risk	Major investment in a known quantity

GRANT RESULTS & METRICS

BY ACTION AREA & STREAM



Action Area	ACTIVE PEOPLE			
Priority Outcomes	Higher quality programming & infrastructure to support physical activity			
Grant Results	Trained & certified coaches, officials & volunteers	Programs are safe, inclusive, fair & age and ability appropriate	More people become active	
Metrics	Focus area of program: <input type="text"/> (pick-list) Headcount: People trained	Headcount: People trained Program count: Programs offered Focus area of program: <input type="text"/> (pick-list) Headcount: People impacted Inclusion domain: <input type="text"/> (pick-list)	Ontarians participate in an active lifestyle	
Survey Tools	N/A	N/A	Headcount: People participating in an active lifestyle	
			International Physical Activity Questionnaire	

GRANT RESULTS & METRICS

BY ACTION AREA & STREAM



Action Area	ACTIVE PEOPLE		
Priority Outcomes	Higher quality programming & infrastructure to support physical activity		
Grant Results	Trained & certified coaches, officials & volunteers	Programs are safe, inclusive, fair & age and ability appropriate	Ontarians participate in an active lifestyle
	N/A	N/A	N/A
Metrics			

GRANT RESULTS & METRICS

BY ACTION AREA & STREAM



Action Area	ACTIVE PEOPLE	
Priority Outcomes	Higher quality programming & infrastructure to support physical activity	More people become active
Grant Results	Infrastructure for unstructured & structured physical activities	Infrastructure is accessible & available for physical activity
Metrics	Amount of new/renovated space (total sqft, km)	Amount of new/renovated space (total sqft, km), Number of additional hours available

GRANT RESULTS & METRICS

BY ACTION AREA & STREAM



Action Area	CONNECTED PEOPLE				
Priority Outcomes	Diverse groups work better together to shape community				
Grant Results	People have a say shaping the services & programs that matter to them	People who are marginalized take on leadership roles in their communities	Diverse groups work together to improve community life		Reduced social isolation
	Head count: People engaged in program updates	Head count: People who are marginalized (pick-list)	Groups count: Groups engaged (10% to counties a group) (pick-list)		People who are isolated have connections in their community
Metrics	Head count: Program updates	Head count: People who are marginalized (pick-list)	Head count: Number of people in each diverse group		Head count: Isolated people
	N/A	Day and Sin's Leadership Effectiveness Measure	Intergroup Contact Scale		The Social Provisions Scale
Survey Tools					

GRANT RESULTS & METRICS

BY ACTION AREA & STREAM



Action Area	CONNECTED PEOPLE			
Priority Outcomes	Diverse groups work better together to shape community			
Grant Results	People have a say shaping the services & programs that matter to them	People who are marginalized take on leadership roles in their communities	Diverse groups work together to improve community life	People who are isolated have connections in their community
	N/A	N/A	N/A	N/A
Metrics				

GRANT RESULTS & METRICS

BY ACTION AREA & STREAM



Action Area	CONNECTED PEOPLE	
Priority Outcomes	Diverse groups work better together to shape community	Reduced social isolation
	Diverse groups work together to improve community life	People who are isolated have connections in their community
Grant Results	Amount of new/renovated space (total sqft, km)	Amount of new/renovated space (total sqft, km)
	Amount of new/renovated space (total sqft, km)	Amount of new/renovated space (total sqft, km)

GRANT RESULTS & METRICS

BY ACTION AREA & STREAM



Action Area		GREEN PEOPLE
Priority Outcomes	More ecosystems are protected & restored	People reduce their impact on the environment
Grant Results	<div>People participate in ecosystem conservation & restoration efforts</div> <div>Conservation & restoration efforts are better planned & more sustainable</div> <div>People connect with the environment & understand their impact on it</div> <div>People & resource users take deliberate actions to benefit the environment</div> <div>Mechanisms are developed to promote responsible resource stewardship</div>	
Metrics	<div>Head count: People participating in the initiative</div> <div>Type of implementation: <input type="text"/> (pick-list) Area impacted through the ground implementation (km, km²) Area covered by planning (km, km²)</div> <div>Head count: People taking deliberate actions Deliberate actions: <input type="text"/> (pick-list) Business count: Resource users</div> <div>Size of the industry/ sector/ group (enter the GDP amount for the industry)</div>	
Survey Tools	N/A	N/A
	N/A	N/A

GRANT RESULTS & METRICS

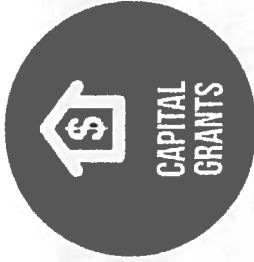
BY ACTION AREA & STREAM



GREEN PEOPLE				
Action Area				
Priority Outcomes	People reduce their impact on the environment			
Grant Results	More ecosystems are protected & restored	Conservation & restoration efforts are better planned & more sustainable	People connect with the environment & understand their impact on it	People & resource users take deliberate actions to benefit the environment
	People participate in ecosystem conservation & restoration efforts	Conservation & restoration efforts are better planned & more sustainable	People connect with the environment & understand their impact on it	People & resource users take deliberate actions to benefit the environment
Metrics	People participate in ecosystem conservation & restoration efforts	Conservation & restoration efforts are better planned & more sustainable	People connect with the environment & understand their impact on it	People & resource users take deliberate actions to benefit the environment
	N/A	N/A	N/A	N/A
Metrics	People participate in ecosystem conservation & restoration efforts	Conservation & restoration efforts are better planned & more sustainable	People connect with the environment & understand their impact on it	People & resource users take deliberate actions to benefit the environment
	N/A	N/A	N/A	N/A

GRANT RESULTS & METRICS

BY ACTION AREA & STREAM



Action Area

GREEN PEOPLE

Priority Outcomes

More ecosystems are protected and restored

Grant Results

Conservation & restoration efforts are better planned and more sustainable

Metrics

Type of implementation:
Area impacted throughon the ground implementation (km, km²)

GRANT RESULTS & METRICS

BY ACTION AREA & STREAM



INSPIRED PEOPLE	
Action Area	
Priority Outcomes	More people connect with culture, heritage and the arts
Grant Results	<div>Better quality programming and infrastructure to experience culture, heritage and the arts</div> <div>Access to arts based learning opportunities and compelling artistic, cultural and heritage experiences</div> <div>People are engaged in community based arts creation</div> <div>Preservation and animation of cultural heritage</div>
Metrics	<div>Skills and knowledge are transferred to the next generation of artistic leaders</div> <div>Head count: People who gain skills and knowledge</div> <div>Head count: People who experience the program</div> <div>Head count: People who experience the work</div> <div>Head count: People who create new work</div>
Survey Tools	<div>N/A</div> <div>N/A</div> <div>N/A</div> <div>N/A</div>

GRANT RESULTS & METRICS

BY ACTION AREA & STREAM



Action Area	INSPIRED PEOPLE		
Priority Outcomes	Better quality programming and infrastructure to experience culture, heritage and the arts	More people connect with culture, heritage and the arts	
Grant Results	Skills and knowledge are transferred to the next generation of artistic leaders	Access to arts based learning opportunities and compelling artistic, cultural and heritage experiences	People are engaged in community based arts creation Preservation and animation of cultural heritage
Metrics	N/A	N/A	N/A

GRANT RESULTS & METRICS

BY ACTION AREA & STREAM



Action Area	INSPIRED PEOPLE
Priority Outcomes	Better quality programming & infrastructure to experience culture, heritage & the arts
Grant Results	Arts, culture & heritage have appropriate spaces
Metrics	Amount of new/renovated space (total sqft, km) Number of additional hours available Primary focus of the initiative: <input type="text"/> (pick-list)

GRANT RESULTS & METRICS

BY ACTION AREA & STREAM



PROMISING YOUNG PEOPLE	
More children & youth have emotional & social strengths	More youth are meaningfully engaged in the community
<div>Parent, caregivers & adult allies have the skills to support children & youth who are facing barriers</div> <div>Children & youth who are facing barriers develop strong emotional & social skills</div> <div>Youth facing barriers volunteer and are in leadership roles</div> <div>Youth are involved in creating solutions for challenges facing their communities</div>	
<div>Head count: Parents, caregivers & adult allies</div> <div>Head count: Children & youth</div>	Head count: Youth
<div>Child Reading Practices Report</div> <div>Strengths and Difficulties Questionnaire</div> <div>Active and Engaged Citizenship</div> <div>Involvement and Interaction Rating Scale</div>	

Metrics

GRANT RESULTS & METRICS

BY ACTION AREA & STREAM



Action Area	PROMISING YOUNG PEOPLE			
Priority Outcomes	More youth are meaningfully engaged in the community			
Grant Results	Parent, caregivers & adult allies have the skills to support children & youth who are facing barriers	Children & youth who are facing barriers develop strong emotional & social skills	Youth facing barriers volunteer and are in leadership roles	Youth are involved in creating solutions for challenges facing their communities
	N/A	N/A	N/A	N/A
Metrics				

GRANT RESULTS & METRICS

BY ACTION AREA & STREAM



	PROMISING YOUNG PEOPLE	
Priority Outcomes	More children & youth have emotional & social strengths	More youth are meaningfully engaged in the community
	Children & youth who are facing barriers develop strong emotional & social skills	Youth are involved in creating solutions for challenges facing their communities
Metrics	Amount of new/renovated space (total sqft, km)	Amount of new/renovated space (total sqft, km)

GRANT RESULTS & METRICS

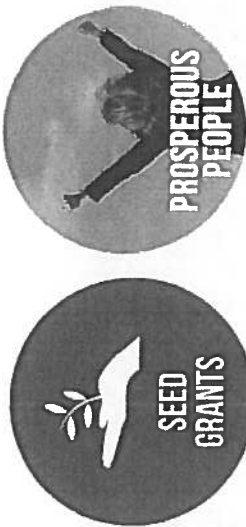
BY ACTION AREA & STREAM



PROSPEROUS PEOPLE	
Action Area	
Priority Outcomes	Increased economic opportunity
Grant Results	<div>People who are economically vulnerable are able to meet their basic needs</div> <div>People who are economically vulnerable have access to community services that enhance financial stability</div> <div>People have the skills & knowledge to achieve greater financial independence</div> <div>People become and stay employed</div> <div>People become entrepreneurs</div>
Metrics	<div> <div>Vulnerable populations: (pick-list)</div> <div>Community services – basic/essential services: (pick-list)</div> <div>Headcount: People who access programs</div> </div> <div> <div>Vulnerable populations: (pick-list)</div> <div>Community services – major types: (pick-list)</div> <div>Headcount: People who access programs</div> </div> <div> <div>Headcount: People trained and/or developed</div> <div>Headcount: People who start their own businesses</div> </div>
Survey Tools	<div>Self Sufficiency Matrix</div> <div>Brief Financial Capability Inventory</div> <div>Employment Precarity Index</div> <div>N/A</div>

GRANT RESULTS & METRICS

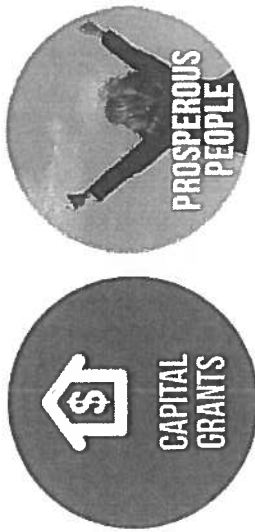
BY ACTION AREA & STREAM



PROSPEROUS PEOPLE				
Action Area				
Priority Outcomes	Increased economic stability		Increased economic opportunity	
	People who are economically vulnerable are able to meet their basic needs	People who are economically vulnerable have access to community services that enhance financial stability	People have the skills & knowledge to achieve greater financial independence	People become and stay employed
Grant Results				
	People who are economically vulnerable are able to meet their basic needs	People who are economically vulnerable have access to community services that enhance financial stability	People have the skills & knowledge to achieve greater financial independence	People become and stay employed
Metrics				
	N/A	N/A	N/A	N/A

GRANT RESULTS & METRICS

BY ACTION AREA & STREAM



Action Area	PROSPEROUS PEOPLE
Priority Outcomes	Increase economic stability
Grant Results	People who are economically vulnerable are able to meet their basic needs
Metrics	Community Services: Basic/essential services (pick-list) Amount of new/renovated space (total sqft, km)

Exercise to show how ideas can fit more than one action area

DEVELOPMENT OF A RECREATIONAL MULTI-USE TRAIL

YOUR LONG-TERM GOAL	ACTION AREA	GRANT RESULT
Plan and build an accessible multi-use trail	ACTIVE PEOPLE	Infrastructure is accessible and available for physical activity
Develop an interpretive trail and boardwalk through a natural area, to ensure ecological values of sensitive habitats are not impacted by public use and enjoyment <i>green</i>	PROMISING YOUNG PEOPLE	People become and stay employed
Provide trail planning and development apprenticeship opportunities to local people living in low income communities <i>prosperous</i>	INSPIRED PEOPLE	Conservation and restoration efforts are better planned and more sustainable People become and stay employed
Engage community youth to lead the design and development of a trail, ensuring relevance for young people <i>promising young</i>	GREEN PEOPLE	Youth are involved in creating solutions for challenges facing their community
Community members work with professional artists to create permanent art installations along a multi-use trail <i>inspired</i>	PROSPEROUS PEOPLE	People are engaged in community-based arts creation

Temagami Fire Department
Monthly Report of Activities

for the month of: *January 2018*

1 Activation

- 1:46 PM, January 3th – Multiple vehicle MVC – Hwy 11, 1 Km south of Trailer Park Rd.
– dual dispatch, MRFD cancelled enroute, – 7 firefighters responded

Training:

- 4 regular meetings

Fire Prevention:

- Several Fire Safety Plans in various stages of review

Fire Education:

- Regular radio “fire safety” announcements on CJTT
- Monthly community newsletter - Fire Safety messages
- Prepare article for Temagami Times Municipal page, winter edition

Other:

- Bunker suits sent for annual inspection & professional cleaning
- 2017 Pumper – company to replace water tank with size as per tender – service estimated to be out-of-service for week (Mid-February)
- Council appointed Wendell Gustavson as Deputy Fire Chief – January 25th
- Ministry of Community Safety and Correctional Services (MCSCS) released two proposed regulations under the Fire Protection and Prevention Act, 1997 (FPPA) related to new requirements for: Mandatory training and certification for firefighters; and Community risk assessments to inform the delivery of fire protection services.

Jim Sanderson

Fire Chief, Temagami Fire Department

Date: *February 12, 2018*



Corporation of the Municipality of Temagami

Report No.
2018-006

File No.

Subject:	Landfill Attendant Contracts
Agenda Date:	February 20, 2018
Attachments:	Copies of Memos 2017-M-033 and 2017-M-038, Resolutions 17-234 to 17-236

RECOMMENDATION

That Council receive report No. 2018-006 – Landfill Attendant Contracts; AND FURTHER THAT Council direct staff to proceed with alternative #_____.

BACKGROUND

Council reviewed two memorandums at its Regular Meeting on April 6, 2017 regarding Waste Management Contracts. Resolutions 17-234 and 235 were defeated and then Council passed resolution No. 17-236 directing that the contracts continue on a month to month basis until April 2018 that staff should meet with the contractors to renew the contracts and to work out the terms if necessary. Staff met with both landfill attendants separately to discuss the contracts in 2017. The CAO had started to prepare a memo to Council for the December 15, 2017 meeting to explain the status of the discussions with the contractors. The Analysis section below is taken from that draft memo.

ANALYSIS

The contractors both stated they are willing to extend the contracts until April 2018 but have both asked that they receive a 3% increase retroactively to the date the contracts initial term would have ended. The contracts initial term was scheduled to end on February 13, 2016 with the contracts continuing on a month to month basis from that point forward.

The contract for the Briggs Landfill and Lake Temagami Access Point Transfer Station Attendant is currently at \$23,755.89 per year. A 3% increase would bring the contract rate up to \$24,468.57, a difference of \$712.68.

The contract for the Dump Wagons at the lake Temagami Access Point and the Welcome Centre Transfer Station is currently at \$49.00 per load and includes attendance of the Welcome Centre Transfer Station, plus an additional \$25.00 per load for recycling.

The contract for the Strathy and Sisk Landfill Sites Attendant is currently at \$35,000 per year. A 3% increase would bring the contract rate up to \$36,050, a difference of \$1,050.

One of the contractors approached me as the Acting CAO in January for an update on this contract. Following some research, we met and I explained that since the terms discussed with the CAO were the same as the motion that had been defeated by Council, this matter would have to come back to Council before a draft by-law could be considered. As negotiations had already taken place with the CAO, the contractor was unwilling to change his position.

As mentioned in Memo 2017-M-038, if the Municipality did not terminate the agreement when it expired, that the agreement would continue **without any changes** until the contract was terminated or amended. This continuation was, however, reasonably anticipated by the contractor to be for only a few months, not for two years.

FINANCIAL/STAFFING IMPLICATIONS

This item has been approved in the current budget: Yes ☐ No ☐ N/A ☒

This item is within the approved budgeted amount: Yes ☐ No ☐ N/A ☒

Financial implications are noted in the Analysis section above.

ALTERNATIVES

1. Council could choose to reconsider Resolution 17-236 and agree to a 3% increase retroactive to the expiration of the contracts.
2. Council could choose to agree to a 3% increase retroactive to a later date, reflective of the fact that the original contract provided for continuation for an additional period without changes.
3. Council could choose to specify a percentage, or a range of percentages that Council is comfortable with directing staff to finalize with the contractors.

**Prepared and Submitted for
Council Consideration by:**

**Elaine Gunnell
Municipal Clerk / Acting CAO**



Corporation of the Municipality of Temagami

Memo No.
2017-M-33

Memorandum to Council

☐

Staff

☒

Committee

Subject: Waste Management Contracts

Agenda Date: April 6, 2017

Attachments:

RECOMMENDATION

This memorandum is:

☒

To recommend that Council consider the following motion:

BE IT RESOLVED THAT: Council receive Memo 2017-M-033 submitted on behalf of the Public Works & Water Advisory Committee regarding the Waste Management Contracts and the accompanying staff memo 2017-M-038 regarding Procedural Considerations for Public Works Advisory Committee Recommendation;

AND FURTHER THAT: Council adopt the recommendation of the Public Works & Water Advisory committee that Council authorize that the current Waste Management Contractors continue operations of the waste management sites until April 30, 2018.

AND FURTHER THAT: Council direct staff to draft a by-law amendment for Council's consideration for each of the waste management contract by-laws to provide an annual increase of 3% and a retroactive payment from the date of the end of the contract's initial 3-year term.

INFORMATION:

The current waste management contracts expired on February 13, 2016. The Contractors have continued to perform the work on a month by month basis, in accordance with the over-holding clauses in the contracts.

Should Council approve an increase of 3% the calculation for the retroactive payment is approximately \$3,009.74 and an annual increase of \$2,702. 97 per year.

The Public Works & Water Advisory committee recommends that the Contractors continue operations of the waste management sites, in order to allow staff and committee a period of assessment and evaluation of our current contracted services.

Prepared by:

Deb Larochelle
Public Works Clerk

Reviewed by:



Corporation of the Municipality of Temagami

Memo No.
2017-M-038

Memorandum to Council

☒ Staff
☐ Committee

Subject: Procedural Considerations for Public Works Advisory Committee Recommendations regarding Waste Management Contracts

Agenda Date: April 6, 2017

Attachments:

RECOMMENDATION

That Council receive this memo for information.

INFORMATION

This memo is to accompany Memo 2017-M-033 regarding Public Works Advisory Committee Recommendations for Waste Management Contracts, to explain the procedural considerations required if Council adopts their recommendations.

The three waste management contracts: (1) Landfill Attendant for Strathy and Sisk Landfill sites; (2) Landfill Attendant Services for the Briggs Landfill site and the Lake Temagami Access Point Transfer Station; and (3) To Empty the Dump Wagons at the Lake Temagami Access Point and the Welcome Centre Transfer station including attending the Welcome Centre Transfer Station; were authorized by By-laws 13-1101, 13-1102 and 13-1103 respectively. All three contracts were executed by the Municipality and the respective contractors, and are legally binding agreements.

Each contract contains an over-holding clause, as follows:

"Notice of intention of the Municipality regarding renewal of this contract shall be provided to the Contractor at least 2 weeks prior to expiry. In the absence of such notice, the contract shall continue in full force and effect until such notice is given and all other provisions shall continue in force."

Additionally, each contract contains a clause requiring any changes to the contract to be made in writing and signed by the respective parties, as follows:

"This agreement constitutes the entire agreement between the parties with respect to the subject-matter hereof. Any modifications to this agreement must be in writing and signed by the parties to it, or it shall have no effect and shall be void. There are no representations, warranties, conditions, undertakings or collateral agreements, express or implied between the parties other than as expressly set forth in this agreement."

What this means in plain language is that, at the time of signing, the Municipality and the contractors all agreed that if the Municipality did not terminate the agreement when it expired, that the agreement would continue **without any changes** until the Municipality gave notice of termination or the contract was otherwise terminated or amended as provided for in the contract. Therefore, any changes to the contract must be made in writing and, as the original agreement was made by by-law, authorized by an amendment to the contract, also authorized by by-law.

Council may also wish to consider the additional financial pressure that a precedent set by adopting this recommendation may cause.

Prepared by:


Elaine Gunnell, Municipal Clerk

Reviewed and approved by:

Patrick Cormier, CAO

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

NO.: 17-234

DATE: April 6, 2017

MOVED BY: [Signature]
SECONDED BY: [Signature]

BE IT RESOLVED THAT Council receive Memo 2017-M-033 submitted on behalf of the Public Works & Water Advisory Committee regarding the Waste Management Contracts and the accompanying staff memo 2017-M-038 regarding Procedural Considerations for Public Works Advisory Committee Recommendation;

AND FURTHER THAT Council adopt the recommendation of the Public Works & Water Advisory committee that Council authorize that the current Waste Management Contractors continue operations of the waste management sites until April 30, 2018;

AND FURTHER THAT Council direct staff draft a by-law amendment for Council's consideration for each of the waste management contract by-laws to provide an annual increase of 3% and a retroactive payment from the date of the end of the contract's initial 3-year term.

CARRIED _____ AMENDED _____ DEFEATED ✓ DEFERRED _____

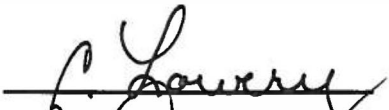

Declaration of Conflict of Interest:

MAYOR: [Signature]

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

NO.: 17- 235

DATE: April 6, 2017

MOVED BY: 
SECONDED BY: 

BE IT RESOLVED THAT Council direct staff to put the three waste management contracts out for tender.

CARRIED _____ AMENDED _____ DEFEATED ☒ DEFERRED _____

Declaration of Conflict of Interest:

MAYOR: 

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

NO.: 17- 236

DATE: April 6, 2017

MOVED BY: _____

SECONDED BY: _____

BE IT RESOLVED THAT Council extend the existing contracts on a month to month basis until April 2018;

AND FURTHER THAT staff should meet with the contractors to renew the contracts and to work out the terms if necessary.

CARRIED ✓ AMENDED _____ DEFEATED _____ DEFERRED _____

Declaration of Conflict of Interest:

MAYOR: _____



Corporation of the Municipality of Temagami

Report No.
2018-M-008

File No.

Subject:	Proposed MCSCS Regulations on Mandatory Certification and Training, and Community Risk Assessments
Agenda Date:	February 13, 2018
Attachments:	1- Briefing note on proposed regulations under the Fire Protection & Protection Act (FPPA) 2 -Summary of recommended amendments to the proposed regulations (TFD)

RECOMMENDATION

BE IT RESOLVED THAT: Report 2018-M-008 from Temagami Fire Chief Jim Sanderson, regarding proposed regulations on Mandatory Firefighter Certification and Training and Community Risk Assessments, be received;

AND FURTHER THAT: Council direct staff to prepare the necessary documents to provide comments and feedback to MCSCS on the proposed regulations prior to March 11, 2018.;

AND FURTHER THAT: municipal fire services respond to the upcoming MCSCS survey, highlighting funding requirements to support implementation of the regulations; clearly identify how achievable the mandatory certification will be, and the additional training costs that will be necessary.

BACKGROUND

On January 25, the Ministry of Community Safety and Correctional Services (MCSCS) released two proposed regulations under the Fire Protection and Prevention Act, 1997 (FPPA) related to new requirements for:

1. Mandatory training and certification for firefighters; and
2. Community risk assessments to inform the delivery of fire protection services.

The MCSCS is seeking public feedback on both regulations. Comments are due March 11, 2018.

OVERVIEW

Draft Regulation1 – Mandatory Certification

The MCSCS is proposing to establish mandatory certification requirements set out by the National Fire Protection Association (NFPA) for all new firefighters employed or appointed to a fire department for the following positions: suppression firefighters, pump operators, technical rescue, fire officers and fire educators.

These requirements are proposed to come into force January 1, 2019, with the exception of technical rescue, which would come into force January 1, 2020.

In addition, The MCSCS is proposing that mandatory certification requirements also set out by the NFPA apply to existing firefighters currently employed or appointed in fire departments across Ontario, including fire inspectors, fire investigators, fire instructors, hazardous materials personnel and fire dispatchers.

It is proposed that these mandatory certification requirements apply to existing firefighters, given these positions are exposed to increased risk, including risk to the individuals performing these roles. These requirements are proposed to come into force January 1, 2020 to give fire departments additional time to train and certify their staff.

Draft Regulation 2 – Mandatory Community Risk Assessments

The MCSCS is proposing that municipalities be required to conduct a standard risk assessment every five years focusing on key profiles in their communities (e.g. demographics, geography, past fire loss and event history, critical infrastructure, building stock profile within the community, etc.). Municipalities would be responsible for reviewing their risk assessment annually to ensure that any significant changes in the mandatory profiles are identified. If there are any significant changes (e.g. addition of retirement homes or care facilities), the municipality will be responsible for updating their assessment. This information will be used to inform decisions about fire protection services in their community. This requirement is proposed to come into force January 1, 2019. More information can be found here on the Ontario Regulatory Registry.

ANALYSIS

The Ministry received input on how to modernize fire service delivery in the province from a group of fire service experts, known as the provincial Fire Safety Technical Table (the Table), which was established in January 2017. As a member of the provincial table, the Ontario Association of Fire Chiefs (OAFC) has intimate knowledge of the development of the regulations; and has provided OAFC members with a detailed analysis of the proposed regulations. The highlights of their analysis, along with potential impacts to the Temagami Fire Department is in the attached staff briefing note.

The OAFC indicates the MCSCS is scheduled to send a survey to all fire departments (release date to be determined) in order to understand the needs and potential gaps in the current training, certification, risk assessment and public reporting within Ontario's fire services, as well as to identify fire services' challenges in meeting the new fire services regulations requirements. They indicate MCSCS will consider provincial funding to support implementation of this regulation, once final; however, no decisions or commitments have been made.

FINANCIAL/STAFFING IMPLICATIONS

This item has been approved in the current budget: Yes ☐ No ☐ N/A ☒

This item is within the approved budgeted amount: Yes ☐ No ☐ N/A ☒

As indicated in the Ontario Association of Fire Chief (OAFC) analysis there will be (future) financial implications associated with both to the regulations.

The extent of the implications with *Draft Regulation 1 – Mandatory Certification* will vary depending on where individual fire departments and firefighters are relative to training certification identified in the proposed legislation (Table 1). While the initial impact to existing firefighters is not immediate, the need to obtain certification will arise when firefighters seek promotion within the department (i.e. pre-requisites for officer's training require both Firefighter I & firefighter II certification).

The extent of the implications with *Draft Regulation 2 – Mandatory Community Risk Assessments* will depend on the level of support and assistance OFMEM will provide for small rural and northern municipalities in completing the Community Risk Assessments

ALTERNATIVES

The alternative to not provide comment on the proposed regulations is not recommended. The proposed legislation will have an impact on the Municipality (financial & staffing); failing to provide comment would indicate the Municipality supported the draft legislation as proposed.

Prepared By:

Jim Sanderson
Temagami Fire Chief

**Reviewed and
submitted by:**

Name
Position

**Accepted for Council
consideration by:**

Name
Position

SUBJECT: MCSCS Regulations on Mandatory Certification and Training, and Community Risk Assessments

INTRODUCTION

On January 25, the Ministry of Community Safety and Correctional Services (MCSCS) released two proposed regulations under the *Fire Protection and Prevention Act, 1997* (FPPA) related to new requirements for:

1. Mandatory training and certification for firefighters; and
2. Community risk assessments to inform the delivery of fire protection services.

The MCSCS is seeking public feedback on both regulations. Comments are due March 11, 2018.

The Ministry received input on how to modernize fire service delivery in the province from a group of fire service experts, known as the provincial Fire Safety Technical Table (the Table), which was established in January 2017. The Ministry reviewed and compiled the Table's recommendations to develop the proposed regulations.

BACKGROUND

The Technical Table was established to examine current and emerging fire safety challenges and opportunities, identify priorities for action, and support the development of evidence-based recommendations that will enhance fire safety in Ontario. Its goals are to review new and emerging challenges in fire safety, with a view to identify opportunities to enhance delivery in Ontario, such as:

- Firefighter training and professionalism (e.g. identification of specialized knowledge requirements and core competencies);
- Public education and prevention measures, including community risk assessments;
- Provincial standards for fire services, such as fire dispatch; and
- Public reporting of fire service data.

The Technical Table membership included OFAC president & executive vice president, a number of OAFC members participating on behalf of their municipalities, MCSCS and Office of the Fire Marshal and Emergency Management (OFMEM) executive and staff, the Ontario Professional Fire Fighters Association (OPFFA), the Toronto Fire Fighters Association (TPFFA), and the Fire Fighters Association of Ontario (FFAO), as well as an Association of Municipalities (AMO) staff member and a lower-tier CAO representative.

The Table met monthly over the course of 2017, offering input to the MCSCS on minimum standards for professional fire service qualifications. Those recommendations were reviewed by the MCSCS and used to develop the draft regulations, for final review by the Minister.

OVERVIEW

Draft Regulation1 – Mandatory Certification

The MCSCS is proposing to establish mandatory certification requirements set out by the National Fire Protection Association (NFPA) for all new firefighters employed or appointed to a fire department for the following positions: suppression firefighters, pump operators, technical rescue, fire officers and fire educators.

These requirements are proposed to come into force January 1, 2019, with the exception of technical rescue, which would come into force January 1, 2020. An additional year for technical

rescue to achieve certification is being proposed to allow for sufficient time to develop training and certification examination materials.

In addition, The MCSCS is proposing that mandatory certification requirements also set out by the NFPA apply to existing firefighters currently employed or appointed in fire departments across Ontario, including fire inspectors, fire investigators, fire instructors, hazardous materials personnel and fire dispatchers.

It is proposed that these mandatory certification requirements apply to existing firefighters, given these positions are exposed to increased risk, including risk to the individuals performing these roles. These requirements are proposed to come into force January 1, 2020 to give fire departments additional time to train and certify their staff.

Draft Regulation 2 – Mandatory Community Risk Assessments

The MCSCS is proposing that municipalities be required to conduct a standard risk assessment every five years focusing on key profiles in their communities (e.g. demographics, geography, past fire loss and event history, critical infrastructure, building stock profile within the community, etc.).

Municipalities would be responsible for reviewing their risk assessment annually to ensure that any significant changes in the mandatory profiles are identified. If there are any significant changes (e.g. addition of retirement homes or care facilities), the municipality will be responsible for updating their assessment. This information will be used to inform decisions about fire protection services in their community. This requirement is proposed to come into force January 1, 2019. More information can be found here on the Ontario Regulatory Registry.

ANALYSIS

OAFC Analysis, Key Messages, Recommendations

Draft Regulation1 – Mandatory Training and Certification

We understand that under the proposed mandatory training and certification regulation, the minimum certification/training requirements will only be for new hires, as of January 1, 2019 (i.e. suppression firefighters [external attack/internal attack], pump operators, fire officers and public educators). The draft regulation requires only those firefighters, in the five categories noted above, hired after January 1, 2019, to be certified.

Fire inspectors and/or fire instructors that have been grandfathered and became a firefighter before January 1, 2019 need not certify to the level to which they have been grandfathered.

Fire investigators, technical rescue, fire dispatch and hazardous material personnel cannot be grandfathered. Thus, those in the aforementioned roles, who are currently employed or appointed in fire departments, must all be certified by January 1, 2020.

The MCSCS is still attempting to gather information on fire services that do their own dispatch, which will be captured in this draft regulation; however, the MCSCS is looking to include other fire dispatch service providers in future regulations. In rural and northern Ontario, there are many other non-fire services that provide fire dispatch services. The full extent of different types of dispatch and where it occurs is not known at this time to the MCSCS or the OFMEM. A survey was conducted in November 2017 to gather this information; however, it was not successful in gathering sufficient information. Another survey is being conducted in February 2018 to retrieve additional data.

We understand that the MCSCS will consider provincial funding to support implementation of this regulation, once final; however, no decisions or commitments have been made. The MCSCS is scheduled to send a survey to all fire departments (release date to be determined) in

order to understand the needs and potential gaps in the current training, certification, risk assessment and public reporting within Ontario's fire services, as well as to identify fire services' challenges in meeting the new fire services regulations requirements. Survey responses will inform the Ministry's implementation plan, including whether additional funding is available.

OAFC urges all municipal fire services to respond to the MCSCS survey, highlighting funding requirements to support implementation of the regulations. You need to clearly identify how achievable the mandatory certification will be, and the additional training costs that will be necessary. The value of any additional training (both time and costs) should be outlined in your response. We must advocate collectively.

The OAFC believes sections of the Mandatory Training and Certification regulation require amendments to improve understanding and compliance.

- The Internship Program of 24 months needs to be expanded to include all applicable areas and positions, such as fire inspectors and Fire Officer I & II, replacing the limiting language found in section 3(b). As it's currently written, the regulation only applies to new hires.
- Table 1: Wording needs to be introduced to ensure future updates to NFPA standards are implemented by the Authority Having Jurisdiction (AHJ) as standards are updated, published, and testing/skills are made available. This will support and complete the certification process.
- Commencement: The date of implementation needs to be reviewed. With an election year upon us, there likely is not enough time before July 2018, or at the initial council meeting on/or after December 1st, 2018, to make decisions (e.g. training funding) to ensure full implementation of the Mandatory Training and Certification regulation. For this reason, a later effective date is needed.
 - In the meantime, all departments are urged to begin the work to move their department toward compliance with the regulations.
- Commencement: Certification for some individual chapters within NFPA 1006 may not be available for the January 1, 2020 deadline. Additional wording should be added, allowing the AHJ to manage the implementation of NFPA 1006 Technical Rescue as the standards are updated, published, and testing/skills are made available, in order to support and complete the certification process.

Draft Regulation 2 – Mandatory Community Risk Assessments

We understand that the OFMEM will be providing support and assistance for small rural and northern municipalities in completing the Community Risk Assessments. The regulation speaks to the OFMEM providing the approved, standardized fillable form for fire departments for Community Risk Assessments (i.e. the former Simplified Risk Assessment form). The OAFC believes this regulation, specifically under Schedule 1 Mandatory Profiles, requires amendments to improve understanding and compliance.

- The reference to building stock and classifications should use MPAC data to classify building usage in regards to fire risk.
- Section 2: Reporting the "state of compliance within the fire code" should be deleted as this is directly dependent upon municipalities' set level of service for fire prevention (e.g. fire inspections upon request or complaints as permitted, under the FPPA). This item is not attainable.
- Section 6: In a multi-tier government (e.g. lower-tier fire, upper-tier EMS and provincial police), the data required for public safety response profile is not attainable.
- Section 7: While the community services profile has some duplication of the risk assessments under Emergency Management and Planning, it should be considered a

Proposed Regulations under the Fire Protection & Protection Act (FPPA)

risk assessment specifically for the risks that can/should be addressed by that reporting fire service, as indicated by E&R bylaws or other legislation.

- Specific risks around technical rescue are not captured in a HIRA, for example.
- Another example would be risk associated with property inspection frequencies.
- The Mandatory Risk Assessment for fire, under Section 7 of this regulation, needs clarification on content and formatting as a stand-alone document.
- Section 9 (2): Comparison to other “like” communities may be difficult to achieve. Reporting against provincial trends would be more appropriate.

OAFC POSITION AND KEY MESSAGES

Professionalization of the Ontario Fire Service

- The OAFC supports the Fire Safety Technical Table’s mandate, recognizing the proposed regulations are an important stride forward in the professionalization of the Ontario fire service.
- The OAFC applauds the provincial government for taking steps to modernize the FPPA.
- The MCSCS proposed regulation on mandatory training and certification is the culmination of 25 years of effort to professionalize the Ontario fire service.
- At this time, the NFPA Professional Qualification Standards – currently the standards used throughout the rest of Canada, the USA and other areas of the world, were accepted by OAFC members, by resolution, as the recognized fire service standards in Ontario.

Commitment to Public Safety

- The Fire Safety Technical Table was established with the vision of enhancing fire safety province-wide through the provision of effective, cost-efficient and sustainable fire safety services.
- Training and certifying your fire service personnel to the standards set out in the regulations improves both firefighter and public safety.
- As per the FPPA, the onus is on the municipality to have properly trained fire service personnel that meet the level of service municipal council has determined to be appropriate for its community.
- Mandating the training and certification of personnel performing and delivering fire services improves public safety. It also reduces municipal risk exposure, as third-party companies cannot certify fire service personnel. Certification can only be achieved at the provincial, standardized level.

Implementation Challenges

- The OAFC believes that specialized funding must be provided to all fire services to support implementation of the regulations.
- The OAFC recognizes there are timing concerns and cost implications for departments to support compliance with the regulations.
- The OAFC encourages any fire department who did not take advantage of grandfathering in 2013/14, which will be re-opened to specifically support implementation of the regulations (date to be determined), to use this option to certify its fire service personnel.
- The OAFC believes that OFMEM should allow fire departments who previously grandfathered personnel to grandfather any additional staff that did not qualify in 2013/14, once grandfathering is re-opened.
- There has been significant training over the years to NFPA standards outlined in the regulations, which is already limiting risk exposure.

Proposed Regulations under the Fire Protection & Protection Act (FPPA)

- Access to free, online testing through the OFMEM will aid the certification process and reduce municipal travel expenses. OFMEM must ensure these services are available to departments, in a timely manner, otherwise success/compliance is not likely.
- While the regulations do not detail how non-compliance will be handled, there is great liability risk to a municipality if it does not certify to the new mandatory standard for all categories of fire operations, in the event something unfortunate occurs.
 - Although there is protection from personal liability and indemnification provisions in the FPPA (see s. 74, 75, 76), it is only for those working in fire services (municipal or provincial) and not for municipal corporations.
- The OAFIC, in alignment with AMO, believes that liability indemnification should be available for all municipal governments who comply with these new regulations at least 12 months before the training and certification regulation comes into force.
- If the province does provide liability indemnification to accompany these regulations, the province should provide sufficient funding to municipalities to cover the new training and certification costs for those designated positions at least 12 months before the training and certification regulation comes into force for those positions.
- If sufficient provincial funding is not provided to municipal governments, the province will be knowingly creating a new unfunded mandate on municipalities.

RECOMMENDATIONS (OFAC)

Respond to the MCSCS survey, scheduled to be released this month, highlighting funding requirements to support implementation of the regulations. Clearly identify how achievable the mandatory certification will be, and the additional training costs that will be necessary. The value of any additional training (both time and costs) should be outlined in your response. We must advocate collectively.

The OAFIC believes the following amendments to the regulations should be made before they become law, in order to improve understanding and compliance. We urge all fire chiefs and their municipalities to echo these requests in their comments to the Ministry, in addition to other relevant local details, so the government is aware of the unique concerns across Ontario's fire service.

1. **Mandatory Training and Certification Draft Regulation:**

- That the Mandatory Training and Certification regulation not come into force until at least July 1, 2019, preferably January 1, 2020, to allow municipal councils and their fire services to make all the necessary training funding decisions.
- The provincial government to provide the necessary funding for training and liability indemnification 12 months prior to the regulations coming into force.
- That the OFMEM must ensure timely access to free, online testing for departments.
- That the Internship Program of 24 months be expanded to include all applicable areas and positions, such as fire inspectors and Fire Officer I & II, replacing the limiting language found in section 3(b). As it's currently written, the regulation only applies to new hires.
- That Table 1 be revised to include wording that ensures future updates to NFPA standards are implemented by the Authority Having Jurisdiction (AHJ) as standards are updated, published, and testing/skills are made available. This will support and complete the certification process.
- Certification for some individual chapters within NFPA 1006 may not be available for the January 1, 2020 deadline. Therefore, additional wording should be added to the

Proposed Regulations under the Fire Protection & Protection Act (FPPA)

regulations, allowing the AHJ to manage the implementation of NFPA 1006 Technical Rescue as the standards are updated, published, and testing/skills are made available, in order to support and complete the certification process.

2. Community Risk Assessments (Schedule 1 Mandatory Profiles) Draft Regulation:

- That the reference to building stock and classifications should use MPAC data to classify building usage in regards to fire risk.
- That the line about reporting the “state of compliance within the fire code” in Section 2 be deleted, as this is directly dependent upon municipalities’ set level of service for fire prevention (e.g. fire inspections upon request or complains as permitted, under the FPPA).
- That Section 6 be removed. In a multi-tier government (e.g. lower-tier fire, upper-tier EMS and provincial police), the data required for a public safety response profile, as currently called for in the draft regulation, is not attainable.
- That the mandatory risk assessment for fire, under Section 7 of this regulation, be clarified in regards to content and formatting as a stand-alone document.
- That Section 9(2) be edited to remove the requirement to compare to other “like” municipalities, as this data is not readily available. Reporting against provincial trends would be more appropriate.

TFD analysis of proposed legislation and additional recommendations

ANALYSIS: initial analysis focused on the impact proposed legislation for mandatory training certification will have on TFD firefighter training and advancement, especially as only 2 members (Cummings, Sanderson) sought grandfathering in 2013/14.

Recruitment & Retention

- New volunteers joining would potentially have to commit to attending regional training schools within the first year (weeks).
- It is anticipated a number of existing firefighters would seek grandfathering if the window was re-opened for them.
- One issue is the ability of volunteer’s to get time off from work / ability to commit to attend regional training courses for those wanting to advance (officers)
 - a. Willingness of existing firefighters to obtain certification by Jan 1, 2020
 - b. Ability of volunteer firefighters being able to get time off from their employer to be able to attend regional training courses.

Existing service level

- Auto extrication is a component of technical rescue. The proposed legislation will require certification by existing firefighters to perform technical rescue after January 1, 2020. While the OAFRC recommends *managing the implementation of NFPA 1006 Technical Rescue as the standards are updated, published, and testing/skills are made available, in order to support and complete the certification process*, the Temagami Fire Department recommends technical rescue/auto extrication be included in the list of items in Table 1, so that existing firefighters currently trained and performing auto-X be allowed to continue performing without certification.

Funding

- Increased costs associated with firefighter training, documentation, lesson plans...
- What will firefighters obtain NFPA certification (in-house versus regional training centers, regional evaluation centers...)

Temagami Fire Department

Staff Briefing Note:

Proposed Regulations under the Fire Protection & Protection Act (FPPA)

- Some training will require travel to a regional center => mileage/meals/accommodations
- level of impact is unknown at this time

Staffing:

- Legislated requirements bring increased manpower requirements for training, developing programs, monitoring individual firefighter records, and documentation
- Staffing workload for training (coordination/ documentation/ developing lesson plans / delivering training sessions)
- Staffing workload for prevention & education
 - + 18 days to certification for NFPA 1031- Fire Inspector (Ontario standards)
 - May want to consider contracting out Prevention inspections services with outside FD (if willing to provide)
- Senior management - level of impact is unknown at this time

Dispatching

- Currently done by a 3rd party so no affected at this time. Anticipate there will be some future costs associated with training that the 12 departments currently using CACC may have to cover.

Liability

- (Municipality / Senior Management) - Failure to meet standards
 - Municipality (council) may have to take a position on what to do with fire department members not willing/able to obtain mandatory certification
 - Provincial government enforce the legislation? Fire Protection & Prevention Act offence section <https://www.ontario.ca/laws/statute/97f04#BK35>

Additional Recommendations

1. Mandatory Training and Certification Draft Regulation:

- It is anticipated the new training requirements will have an impact on volunteer firefighter Recruitment and Retention, especially for volunteers with employers that do not support or allow their staff time off to obtain firefighter training certification. The province should develop regulations requiring employers to provide, similar to mandatory vacation under the *Employment Standards Act, 2000*, time off work for volunteer firefighters to attend mandated certification training where such training is not available within the community/ outside normal work hours. This will be especially critical in smaller communities where the availability of potential volunteers is very limited.
- Auto collisions & vehicle extrication is the majority of responses the Municipality of Temagami fire departments respond to. The municipality recommends MCSCS reconsider the training that existing fire department / firefighters have in this discipline. Recommend item # 4(1) of the proposed legislation be expanded to include item # 10 of Table 1, specific to the technical rescue/auto extrication performed by the department / authorized by E&R bylaw.
- A number of fire fighters did not take advantage of the grandfathering in 2013/14 as firefighters saw no need to seek certification at that time. Recommend OFMEM allow fire departments who previously grandfathered personnel to grandfather any additional staff that did not qualify in 2013/14, once grandfathering is re-opened.
- Recommend specialized, ongoing funding must be provided to Municipalities to support implementation of the mandatory training regulations, including consideration for funding to support staffing for small rural municipalities impacted by the legislated requirements.

2. Community Risk Assessments (Schedule 1 Mandatory Profiles) Draft Regulation:

- The municipality does not have the resources (staff / training) to complete community risk assessments. Province must provide support (funding) and assistance from OFMEM staff, for small rural and northern municipalities in completing the Community Risk Assessments.

Summary of recommended amendments to the proposed regulations (TFD)

The following proposed recommendations / amendments to the regulations are provided for council consideration in developing municipal comments and feedback to MCSCS on the proposed regulations prior to March 11, 2018. The list is developed based on local concerns & circumstances, and suggestions by the Ontario Association of Fire Chiefs on amendments to the regulations that should be made before they become law, in order to improve understanding and compliance.

1. **Mandatory Training and Certification Draft Regulation:**

- It is anticipated the new training requirements will have an impact on volunteer firefighter Recruitment and Retention, especially for volunteers with employers that do not support or allow their staff time off to obtain firefighter training certification. The province should develop regulations requiring employers to provide, similar to mandatory vacation under the *Employment Standards Act, 2000*, time off work for volunteer firefighters to attend mandated certification training where such training is not available within the community/ outside normal work hours. This will be especially critical in smaller communities where the availability of potential volunteers is very limited.
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- Recommend specialized, ongoing funding must be provided to Municipalities to support implementation of the mandatory training regulations, including consideration for funding to support staffing for small rural municipalities impacted by the legislated requirements.
- That the Mandatory Training and Certification regulation not come into force until at least July 1, 2019, preferably January 1, 2020, to allow municipal councils and their fire services to make all the necessary training funding decisions.
- The provincial government to provide the necessary funding for training and liability indemnification 12 months prior to the regulations coming into force.
- That the OFMEM must ensure timely access to free, online testing for departments.
- That the Internship Program of 24 months be expanded to include all applicable areas and positions, such as fire inspectors and Fire Officer I & II, replacing the limiting language found in section 3(b). As it's currently written, the regulation only applies to new hires.
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- That the mandatory risk assessment for fire, under Section 7 of this regulation, be clarified in regards to content and formatting as a stand-alone document.
- That Section 9(2) be edited to remove the requirement to compare to other “like” municipalities, as this data is not readily available. Reporting against provincial trends would be more appropriate.
- The municipality does not have the resources (staff / training) to complete community risk assessments. Province must provide support (funding) and assistance from OFMEM staff, for small rural and northern municipalities in completing the Community Risk Assessments.

Lake Temagami Access Point Plan Ad Hoc Committee

Recommendations to Council February 8th, 2018



Section 2

Executive Summary



EXECUTIVE SUMMARY

LTAPP – Lake Temagami Access Point Plan review committee February 9, 2018

Purpose:

In September 2017 a Terms of Reference was prepared by the Municipality of Temagami for an Ad Hoc committee to review and update the 2007 Lake Temagami Access Point Plan which set out the parameters for development of the area. A group representative of the major users of the Access Point and the Municipality was appointed by Council and given the task of discussion and consultation with user groups and with the public.

The committee's purpose was twofold:

- Consider the effect and appropriateness of the decisions made in the 2007 Plan;
- Deliver a list of recommendations to Council that would update the Plan and provide a guide for future development and maintenance of the area.

Public Consultation:

Each of the committee's meetings received input from the public that attended. The agendas and minutes of meetings are documented in this brief. Meetings were held at the Temagami Welcome Centre with the exception of one meeting held at the TLA building. All meetings were audio recorded and the recordings are available through the Municipality's website. A direct email address to the committee was publicized and a public Facebook page allowed further opportunity for public input.



Deliverables:

The LTAPP committee was to provide a document to Council by February 9th, 2018 that would assist the Municipality in its deliberation on potential changes, needed upgrades and maintenance decisions for the area. The contents of this binder represents the background, the public consultation and the recommendations of the LTAPP committee.

Action:

Temagami's Municipal Council must now consider the recommendations made by the

LTAPP committee and make best practice decisions in formulating a path to the future for the Municipality in the development and maintenance of the Lake Temagami Access Point.

The journey taken by this committee provides a reasoned perspective on the effects of the 2007 Plan and sets a path to the future for the Access Point. Thank you to all who participated in this interesting and eye opening process.

Ron Prefasi, Chair
LTAPP review committee.

Section 4

Recommendations

JANUARY 2018 Lake Temagami Access Point Plan Review

INITIAL RECOMMENDATIONS TO COUNCIL

For clarity the recommendations have been separated into the three sections envisioned in LTAPP's request to the public for comment on the process.

- a. Section "C" for contractors' parking, docking, storage and propane.
- b. Section "P" for parking and roads.
- c. Section "V" for various issues: docks, washrooms, buildings, garbage area.

The issues considered through the LTAPP review process included the following:

Contractors	Parking and Roads	Various issues
C1 contractor parking and storage area	P1 parking bylaw and ticketing	V1 docks and breakwater
C2 contractor docking and Breakwall	P2 parking issues	V2 user fees boat launching
C3 ring road and storage on 2007 plan	P3 road issues	V3 user fees docking and reserved docking
C4 propane storage	P4 user fees for parking	V4 washroom facilities
	P5 TFN parking area	V5 buildings and shelters
	P6 reserved parking	V6 TLA building
	P7 trailers	V7 new joint building
		V8 signage
		V9 helipad
		V10 cell service/cameras
		V11 other items
		V12 payment and enforcement
		V13 winter plowing

Index

"C": Contractors: Pages 2 and 3.

"P": Parking: Pages 3, 4 and 5.

"V": Various Issues: Pages 5, 6, 7 and 8.

Precis of public comments to date: Pages 9 and 10.

C1/C2

Contractor parking, storage area, docking and Breakwall:

The LTAPP committee recommends to Council that the Municipality:

1. : determine a funding source for the continued development of staging, storage areas and parking for contractors.	Yes look for funding
2. : expand the contractor parking lot to a size that will accommodate appropriate staging, storage and parking. Put in details from previous notes & pictures. Outside Contractor's charged to park and use dumpsters. Define staging of materials. Supply definition of Contractor. Define who qualifies as a Contractor to use this area.	Yes
3. : develop a fair, reasoned method of allocating particular spots in the contractors' area. Outside contractors? Should outside contractors be charged more	Yes
4. : set a suitable and equitable fee structure for contractor spots for parking and docking	Yes
5. : provide coloured/numbered tags for contractor vehicle parking.	Yes
6. : provide coloured/numbered stickers for contractor boats for monitoring short term parking at the docks at the south end of the loading wall. Presently hard to ticket because don't know who owns boat. How will we enforce? Education regarding parking will be needed and no sticker will help deter many from parking.	Yes
7. : add 4 to 8 docks for contractor day use at south end of the loading wall. 4 docks were added in November 2018 in south end. Need solution for docks to go at shallow area. Maybe some room at north end but doubtful. Install ramp to place docks out farther to deeper area in the South may work. The area off the big Breakwall is not as serviceable as expected because the water is too shallow to accommodate many boats. Materials cannot be allowed to sit at the wall not being picked up for long time and impeding flow.	Yes
8. : widen access to contractors' new docking area and consider building a turnaround at the Lake to allow for easier access and drop off at the docks. More vehicle parking is needed. Need spot for forklift from Home Hardware to be left. Winter maintenance is required for the Breakwall areas as presently no winter maintenance to allow for winter material delivery. Contractor bay access needs to be maintained until iced out.	Yes
9. : widen the south corner of the roadway at the new loading wall to allow for pull around for 53' tractor trailers to reach the loading wall.	Yes
10. : sign the area: "Contractors Only" and aggressively monitor parking and use.	Yes
11.: Determine fee for none local contractors. Regarding TFN major construction projects expected over next 3-5 years. TFN major projects are going to put an undue burden on the resources, transfer station/dumps, and damage to road with the transports. Possible have Contractor's register with Municipality as an outside contractor. Urgent matter. MOU Committee.	URGENT ITEM

C3

Ring road and storage in 2007 plan

The LTAPP committee recommends to Council that the Municipality:

<p>1.: set aside the concept of the Ring Road and contractor storage envisioned in the 2007 Plan until there is a demonstrable need for further expansion of contractor areas.</p> <p>Adoption of the recommendations in C1/C2 will preclude the necessity at this time to pursue the development of the Ring Road and storage areas as mapped in the 2007 plan.</p>	<p>Future Consideration if needed</p>
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C

Propane Storage

The LTAPP committee recommends to Council that the Municipality:

<p>1.: set aside the concept of developing a propane storage area or facility at the Access Point until there is a demonstrable need for such a facility. Preclude necessity to do this at this time.</p> <p>Notes</p> <p>Restrictive regulations, present practice and liability preclude the necessity to proceed with plans for a propane storage area. The 2007 proposal for a propane storage area may at this time have been resolved by suppliers' rules as they will not deliver any propane if the customer/contractor is not there to meet them and take delivery. Empties are not permitted to be dropped off and left unattended. The municipality received a TSSA order in 2017 regarding unattended propane tanks.</p> <p>Tanks are being left at the landing sitting on barges not on the land</p> <p>Enforcement then moves from TSSA to Transport Canada and they do not enforce (this is an issue – safety issue?). Area for propane must have a space allocated for it even if not developed at this time.</p>	<p>Safety Issue Municipality may not be able to address (authority) regarding propane on barges on water.</p>
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P1/P2

Parking Issues, By-Laws and Ticketing

The LTAPP committee recommends to Council that the Municipality:

<p>1.: review and amend the Municipality's parking bylaws to fit the updated method of using the access point with designated user areas and parking fees.</p>	<p>Yes</p>
<p>2.: enhance the Municipality's ability to enforce parking.</p> <p>Improved bylaws; summer personnel; office space; designated parking officials (course available – what is process?). Look into what is required to become an</p>	<p>Yes</p>

official to do ticketing. Need continuing committee. Check Municipal liability for fees being charged – e.g. paying for parking spot not for safety or security.	
3.: design and provide appropriate signage to address parking fees and restrictions. Public Works has some signs already to review for suitability, may have been the letters to identify parking lots.	Yes
4.: increase width of accesses into all parking lots.	Yes
5.: carve out additional parking lots and or expanded lots to meet present and future demands. Consider additional lots envisioned in 2007 Plan to the East of the TLA road.	Yes
6.: name and number each parking lot for convenience.	Yes
7.: mark parking spaces at the beginning of the summer season to get parking started correctly. Paint lines in year one and two. Have diagram of parking lots at parking entrance showing how parking in the lot is supposed to be done.	Yes
8.: clear areas along the road for increased and safer roadside parking. NOTE: Interim solution to make parking on road safer until solutions can be addressed for lack of parking space.	Yes
9.: allow parking only on one side of the road. Need NO Parking signs	Yes
10.: retain a tree buffer zone between lots to delineate them but cut selective trees and underbrush to allow for larger lots and visual continuity.	Yes
11.: develop combination unit parking for vehicles with trailers with angled parking along the centre of the lot.	Yes
12.: remove derelict vehicles, boats and trailers from the parking lots to create more parking spaces. (Possible Notice in Tax bills to remove items from parking lots)	Yes
13.: there is a possible spot for contractor's parking near the entrance or more permanent residents spots could be identified and generate revenue. Balance between contractors and permanent residents parking allocation needs to be considered.	Yes
14.: No Parking signs on one side of road	Yes

P3 Access Road

The LTAPP committee recommends to Council that the Municipality:

1.: pursue ownership / tenure of the Access Road as the municipality does not own nor control the road. MTO does not have jurisdiction of road. Who does?	Yes
2.: acquire the right to regulate signs on the Access Road and to collect permit fees for advertising signs. As per item one and aesthetics	Yes
3.: extend LUP to include an extra 2 km of road for enforcement of parking along the road where it meets the Municipality's LUP. LUP or other form of tenure and to protect our investment in upgrades.	Yes
4.: Keep speed limit to 50? km/hr on road with a lower limit within the LUP and in parking areas.	Yes
5.: Need signage in parking lots and entrances and exits. Liability issues as there have been many accidents and close calls in these areas. Find Council motion regarding the signage and the PP&P report and recommendations. Review to see if addresses issues as parking lots may not have been addressed for signage.	Yes

P4/P5/P6/P7

Parking: User Fees and Reserved Spots

The LTAPP committee recommends to Council that the Municipality:

1.: Set a graduated parking fee structure: long term, short term, visitors, day use, contractors, commercial, residents, etc....	Yes
2.: direct parking and launching revenues to improvements at the Access Point for 3 to 5 years or longer.	Yes
3.: consider various parking fee collection methodologies and determine the most feasible. e.g. Parking Valet requires WiFi or cell service to use.	Yes
4.: re-institute coloured/numbered parking tags for reserved parking.	Yes
5.: review the policy and procedure for acquiring a reserved spot.	Yes
6.: increase the number of reserved spots and reserved hydro spots. Look at demand and use of Hydro and will see what the usage is. How can we review present hydro spots for need of hydro and could they be switched out.	Yes
7.: dedicate a lot for camps, commercial activities, lodges or other similar uses.	Consider
8.: explore the concept of a winter storage area or facility for storage of boat trailers, utility trailers etc... could generate revenue. Potential storage at TFN storage highway 11. Other businesses have storage available. Mainland development and official plan conflict? Domino effect to other access points? What would we allow to be stored to limit use? Enforcement issues.	Future review
9.: Explore the potential for enlarging the TFN designated parking lot with a similar agreement to the 10 year free parking agreement in place until 2022 that represents approximately \$50,000 worth of work by TFN on their parking lot. Not owned by TFN it is used by TFN. Still belongs to MOT. This could be an issue in 2022 when agreement runs out. Agreement background: The designated TFN parking lot does not belong to the TFN it belongs to the Municipal. TFN put capital dollars up to build the area and in return they could use the space for 10 years – Capital monies = parking space rental fee that MOT would have collected for use of parking spot. The space is open to all users after the 10 years. If each space is not paid for at that point they will lose their spot and who is willing to pay will have the spot. The area is not reserved for TFN. It is being used under a signed agreement and after 10 years spots will be administered by Municipality. Present signage is not suitable and confusing and may result in problem.	To Discuss - TFN may have further capital to build more parking areas for TFN to use under another agreement.

V1/V2/V3/V4/V5

Docks and Breakwater

The LTAPP committee recommends to Council that the Municipality:

1.: reuse old docks wherever they can be used to increase docking spaces. 4 have been installed on the south end of loading wall; three are put aside for docking at trail system for Temagami Island. Set another 4 aside for possible to be added to the other 4 just put in.	Yes
---	-----

2.: mark shoals approaching docking area and along breakwater and place "Caution Low Water" signs on docks and breakwater. Need opinion on liability re shoal markers outside of maintenance of buoy.	Yes once check liability
3.: Move breakwater further out into channel (approx. 28 feet) to lessen the negative effect of the shoal it presently sits on. New piece is almost ready and will be delivered and installed in spring. Balance of grant has been used in gravel and steel bollards.	Yes
4.: monitor the "rock docks" and finger docks near garbage collection area and relocate them if possible, one location would be near boat launch, contention if the "rock docks" are useable or not. Suggested to switch wide docks with narrow docks if possible. Hard to get out of "rock docks" when windy.	Review
5.: improve signage on the garbage dock ("Loading/Unloading"), post rules and enforce.	Yes
*NEW: 6.: Ontario Regulation 347 – states transfer station to be manned. With a plan in place and Municipality working toward the plan as long as continue we are ok. Top of list of the plan is Cameras so would be a priority now that the phone line is in and there is a WiFi signal need internet and proper equipment that can take the cold and elements. Transfer Station is open 24/7 even though not supposed to be. Main concerns with MOECC were the bears and we have dealt with the bear issue. They were not as concerned with 24/7 operation and unmanned as long as working toward agreed plan and other issues do not start arising, such as dumped paint cans or other improperly disposed of articles. Transfer station must be vigilantly monitored and used properly so when inspected everything is good.	Yes for cameras that can be real time monitored to be installed.
7.: ensure docks are properly spaced where possible to allow increased dockage and see if any way to make more efficient so all docking spaces can be used.	Review
8.: develop a system of tags (stickers) for boats and monitor if in correct area and to prevent long-term boat parking. Maybe not stickers but better signage about not parking a long-term. Need system of how to monitor use, how to enforce.	Yes - Signage and education and discussions with user groups
9.: loading wall: crusher fines needed for this area? PW will monitor sinking at new walls and mitigate issues.	Public Works will Monitor
10.: set a suitable and equitable fee structure and collection method for boat launching. How do we collect boat launch fee? Attendant at every boat launch costly. Parking fee amount covers boat being launched? Parking fee larger for vehicles with trailers? Voluntary payment by user? Parking Valet would work. If personnel are at landing full time would address many of these issues. Possible future boat washing area re invasive species and being proactive on this issue before too late, water has to be collected not run off. TLA looking at education area on invasive species. Did not discuss installing cameras in all areas of access point the TPSB has reviewed this item.	Yes to build cost of boat launching into cost of parking. Do not collect separate boat launching fees at this point in time.
11.: explore build/upgrade standalone washrooms on both landings... Supported by Temiskaming Health Unit and MOECC at any and all landings. a. potential for washrooms in a multi-purpose building on the LUP. b. requires a process for cleaning and keeping supplies stocked. Pricing and pump outs and rental fees have been obtained from rental company. Permanent structures like at the Hwy rest stops could be installed. Need easily cleanable possibly power washable?	Review

V6/V7

New joint multi-purpose building including meeting spaces

The LTAPP committee recommends to Council that the Municipality:

<p>1.: set aside the consideration of constructing a joint building with the Temagami Lakes Association.</p> <p>BACKGROUND:</p> <p>1. The 2007 plan required that the TLA building be demolished or relocated to the Municipality's LUP.</p> <p>2. The TLA holds a lease on the land which it has recently renewed until 2023, giving TLA members five years to decide on the building.</p>	Yes
<p>*NEW: 2.:</p> <p>a) recognize the immediate value to the public of a multi-purpose building with meeting spaces, washrooms and parking personnel office space, and,</p> <p>b) that the Municipality pursue funding and set aside reserves for such a building on the Access Point LUP.</p> <p>Having this building would allow for public washrooms that would hopefully be treated respectfully.</p>	Yes recommend for future possibility

V8

Signage

The LTAPP committee recommends to Council that the Municipality

*NEW: 1.: review and expand upon the Trow signage documents and order signs for the Access Point.	Yes
2.: install signage to improve garbage areas: e.g. what belongs and where do things belong: fridges, raw wood, painted wood.	Yes
3.: install "Do Not Litter" signage at landings.	Yes
4.: place signs so that they can be read in time for reaction: i.e. before a turnoff like Manitou.	Yes
5.: all dogs must be on a leash at all times. (What about poop & scoop signs re By law)	Yes

V9

Helipad

The LTAPP committee recommends to Council that the Municipality:

1.: pursue the possibility of clearing an area to provide a helicopter landing spot for emergencies. This item is considering a safe space to land in an emergency not a full Helipad.	Review
---	--------

V10 Cell service, WiFi and Cameras

The LTAPP committee recommends to Council that the Municipality:

1.: Aggressively pursue cell service and internet service for the Access Point for convenience and safety issues. a) LaTempra has installed a cell booster. b) The Municipality has extended a phone line to the transfer station attendant's building.	Yes
2.: Install cameras at the transfer station as per requirement of MOECC order.	Yes

V11/V12 Other Items

The LTAPP committee recommends to Council that the Municipality:

1.: contact Canada Post to remove old mailboxes.	Yes
2.: clean area and remove outdated signage.	Yes
3.: develop a methodology for interest groups and users to provide input towards improvement of the access area and to suggest corrective actions to mitigate problems. Possible a group or Committee to handle this project for at least 12 months, until needed, or maybe permanently.	Yes
4.: implement an education/outreach plan in cooperation with the stakeholders (TFN, TLA, LaTempra, lake residents, contractors, commercial operators, and any other groups) and for the new processes to include the maintenance and update of the interactive LTAPP web page.	Yes
5.: acquire a stronger land use tenure from the MNR for the Access Point area.	Yes
6.: develop seating/waiting areas at landings. E.g. Gazebo	Yes
7.: upon receipt of this report, appoint an ad hoc committee, including stakeholders, to monitor and guide the implementation of these recommendations and provide public feedback to the Council.	Yes

V13 Winter Plowing

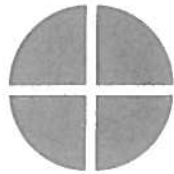
The LTAPP committee recommends to Council that the Municipality:

--	--

Precis of comments received to Date: January 8, 2018

1	No one contractor should have any space or location advantage over all the others.
2	More signage public and private parking, loading zones, poop and scoop, mine landing.
3	Manito landing, TFN <u>parking, contractor parking, accessible parking.</u>
4	Definitely need more docks.
5	More parking for vehicles with trailers, so the tourists aren't parked on the side of the road, practically backed up to Boatline Bay.
6	To help with the cost for new parking lot charge a fee for parking.
7	Don't plow in the trailers of the permanent residents.. several of us were NOT able to access our snowmobile trailers when they were needed for service....
8	I assume the council has viewed the "State of the Milne's Landing" video: massive swaths of land cleared and buildings erected and illegal parking (and dock rentals) created. Can, or WILL the town and MNR work together to rectify this situation?
9	The site (Temagami Barge then Temagami Cottage Depot) should be returned to its original wilderness state. With the now---completed renovation of the Access Road terminal it is now time to enforce this condition.
10	My suggestion would be to use a sticker prominently displayed on watercraft. Any boat on municipal waters failing to display a current sticker would be subject to a substantial fine (like \$ 250.00 plus the cost of a sticker) while enforcement would fall to the OPP and conservation officers. Perhaps, a system of written warnings or reduced fines to local boaters for the first season could be considered.
11	Perhaps a washroom could be located somewhere in the middle of the two landings ... people are using the nearby bush.
12	The grader seems to spend not quite as much time at the Manito Landing compared to the Mine Landing, and that there is a need for a few shovels of gravel right where the docks meet the shore, in order to reduce the puddles after a rainfall.
13	Patrol where ppl have their cars
14	We required more than two finger docks on the contractor wall...has to have ability for barge loading as prime directive but 2 sections of docks 2 or 3 long could fit
15	Hardware store is still dropping material at the old spot
16	Docks put back on the contractor wall. The existing docks are very full and it's the "off season "
17	The docks on the wall should be Day parking only, no overnight / 7 day parking.
18	The "boat launch "dock (first dock approaching the landing by boat) should be designated for loading /unloading only so those that park on the far docks can bring their boat over and load .
19	Elders/Disabled loading unloading dock access area, School bus Safety Zone.
20	Relieved TLA building will continue until 2023. Request WiFi. Do something about boat trailer parking. Do not charge for parking. One time campaign to raise funds to redo the Access Point. Make free parking a benefit of TLA membership. Use taxes to pay for parking and maintenance of landing.
21	Land is still being cleared in the SkyLine Reserve at the Milne's landing site. They are changing the landscape. New video provided.

22	User fees are a sensible solution to pay for the Access Point upgrades and upkeep ... though I think these could also be funded wholly or in part by taxes. At least one or two free parking passes to permanent and seasonal cottagers.
23	There is talk that lake residents would get free parking passes. Our taxes should cover the cost without additional financial burden.
24	How about cell service at the access points???
25	No trailer parking beside, behind vehicles in the reserved parking area.
26	Clean up the parking areas of old boat trailers, vehicles that have been there for years
27	Better washroom facilities
28	Parking for vehicles as well as correct trailer parking
29	We need 2 finger docks at the contractor Breakwall ASASP
30	The public dock is at full capacity we have no place to park
31	People parking their boats in the slips for extended periods of time. e.g. a full week.
32	Surveillance cameras to prevent/deter theft of boats, trailers, gas, batteries, etc.
33	A safety ring with line to be kept on the outside of the landing monitor Building.
34	There are no ladders on the docks, nor is there a rope and life preserve
35	Congestion at ramping/docking facilities; parking on road constitutes a hazard; invasive species have been brought into the lake; household garbage and debris thrown into bush adjacent to Manitou landing; should be fee structure for non-taxpayers.
36	In Oro-Medonte parking at the beach is \$20 unless you have a pass as a resident. Our lake is close to being fished out and cost would send people elsewhere.
37	Possibly one fee for year-round residents (\$50) and one for part time residents (\$100) and a fee for occasional or temporary visitors (\$5 a day, \$20 a week). Paying for services as simple as parking at the end of the mine road is common sense and not a right just because we pay taxes to a somewhat needy town.
38	North floating docks on top of shoal and not used; Low Water warning signs needed; wing should be shortened and remainder of docks placed on south side; mark shoal; more gravel; electrical outlet for public use
39	Over the years I have promoted paid parking for every vehicle, with passes sold in town to promote business. I have always believed that every property owner that pays taxes should receive two passes – these can be used any way they want.
40	Generally the TLA Board is supportive of an equitable fee structure for both parking and boat launching, I believe.
41	Focus on fees for non-taxpayers; immediate implementation for summer of 2018; possible voluntary payments; all taxpaying residents should receive ticket to display; manned gate system.

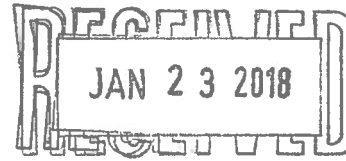


AU CHÂTEAU

Une résidence de choix • A residence of choice

11440

January 17, 2018



File ☒ Incoming ☐ Other
 Mayor ☐
 Council ☒ ~~BA~~
 CAO ☐
 Building ☐
 Finance ☐ S ☐ C
 Ec Dev ☐ S ☐ C
 Parks & Rec ☐ S ☐ C
 Planning ☐ S ☐ C
 Public Wks ☐ S ☐ C
 PPP ☐
 Social Services ☒
☐ _____
☐ _____

FOYER POUR PERSONNES ÂGÉES

HOME FOR THE AGED

APPARTEMENTS

APARTMENTS

- Villa du Loisir
- Villa des Pignons
- Domaine Leclair
- Villa Joie de Vivre

LOGEMENT À PERPÉTUITÉ

LEASE FOR LIFE

- Terrasse d'Or

Ministry of Health and Long-Term Care
ATTENTION: Honourable Eric Hoskins

Minister of Health and Long-Term Care

10th Floor, Hepburn Block
 80 Grosvenor Street
 Toronto ON
 M7A 2C4

Honourable Eric Hoskins:

We would like to bring to your attention a significant matter that has been difficult for our Home to manage for quite some time and which requires Ministry of Health and Long-Term Care (MOHLTC) leadership and a change to the Regulation under the *Long-Term Care Homes Act, 2007*.

As a result of our 2017 RQI, we received an order relating to the use of Agency staff. More specifically, we were found to be non-compliant with section 8(3) that states "Every licensee of a long-term care home shall ensure at least one registered nurse who is both an employee of the licensee and a member of the regular nursing staff of the Home is on duty and present in the Home at all times, except as provided for in the regulation 2007 c.8, 5.8 (3)".

Our Home does not dispute the Inspector's findings in this matter. When no RN was available, we relied on agency staff so that an RN was available to provide care for residents with complex needs and unstable conditions. We firmly believe that we had no choice but to bring in agency staff because not having an RN on site would have posed a far greater risk to our residents; and this is the position of the Board in this matter. Our contingency plan states "if there is no staff available, Agency staff will be requested; if Agency staff was replacing a RN on evenings, nights or weekends, a member of the regular Home staff will be assigned "Standby" to assist new RN in trouble shooting."

The Regulation that governs long term care homes fails to provide us with any viable option to meet the requirement for 24 / 7 RN nursing. While it includes some narrow exceptions to the general rule, the use of agency staff is not available for our home, being a home with 160 long stay beds and 2 short stay beds. In addition to the lack of flexibility afforded to us by way of the LTCHA and its Regulation, we note that our bed complements and funding does not afford this Home the ability to schedule two (2) RN's on every shifts, seven (7) days a week.

Ministry of Health and Long-Term Care
ATTENTION: Honourable Eric Hoskins
Minister of Health and Long-Term Care

January 17, 2018

Page 2

Furthermore, because of the difficulty we face in hiring and retaining part-time RN's, some critical situations may occur as follows:

- Full-time RN's being sick for an extended period of time
- 2 RN's are off at the same time for whatever reason (as was the case in the month of December at our Home)
- During outbreaks, where RN's are ill and availability of RN's is strained community-wide.

During the period of November 15th to January 4th, we had no choice but to use Agency RN's to fill 16 shifts (mostly night shifts) as all efforts to use an employee of the Home have been exhausted.

It is generally recognized that there is a serious shortage of health care workers including RNs and, if left unchecked, we will not have the workforce required to meet the future care needs of residents. This is particularly the case in rural areas like ours where we have struggled with shortages for some time and already face significant challenges recruiting RNs.

The recruitment of RNs is a particularly significant for our Home, yet we were unable to achieve compliance with the 24/7 RN nursing rule for reasons outside of our control. We were fortunate to recruit one (1) permanent part-time that will start in March 2018 and three (3) casual RN's (however, we caution that casual RN's work in hospitals and other LTC Homes and are not always available to fill scheduled shifts).

If solutions are not implemented, the ability to meet resident health goals will be jeopardized. We must be afforded with additional flexibility to ensure we are able to bring in RNs, even if from an agency, in situations where there is no RN available from our nursing staff. This is also what our residents with complex care needs require. Of note, all Agency RN's that come to our Home receive the same orientation and on-going training as our regular staff. Also, many of the Agency RN's work more shifts than our regular casuals who are considered to be part of the regular staff of the Home.

The MOHLTC needs to amend the governing legislation and its regulation so that in an emergency situation, homes be allowed to use Agency RN's or, as an alternative, it must consider enhancing the role of RPN's. Without a change to allow the use of agency RNs, our home (and other homes) will continue to be non-compliant despite bringing in the required nursing expertise to match resident care needs.

Ministry of Health and Long-Term Care
ATTENTION: Honourable Eric Hoskins
Minister of Health and Long-Term Care

January 17, 2018

Page 3

We ask the Minister to review our situation. We also encourage you to continue to work with AdvantAge Ontario who has recommended this as a priority for law reform.

We thank you for your consideration and look forward to discussing this further.

Sincerely

AU CHÂTEAU HOME FOR THE AGED



Léo Malette
Chairman of the Board

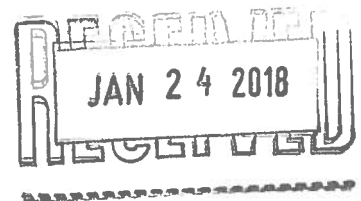
- cc: Local Health Integrated Network, Attention: Jeremy Stevenson, CEO
555 Oak Street East, North Bay ON P1B 6E3
- cc: Ministry of Health & Long-Term Care, Long-Term Care Inspections Branch
Attention: Brad Robinson, Manager
159 Cedar Street, Suite 403, Sudbury ON P3E 6A5
- cc: Ministry of Health & Long-Term Care, Long-Term Care Inspections Branch
Attention: Karen Simpson, Director
1075 Bay Street, 11th Floor, Toronto ON M5S 2B1
- cc: AdvantAgeOntario
Attention: Bob Morton, CEO (interim); Kathryn Pilkington, Director of
Professional Services and Health Policy
7050 Weston Road, Suite 700, Woodbridge ON L4L 8G7
- cc: The Corporation of the Municipality of West Nipissing
Attention: Joanne Savage, Mayor
225 Holditch Street, Suite 101, Sturgeon Falls ON P2B 1T1
- ↓ cc: The Corporation of the Municipality of Temagami
Attention: Lorie Hunter, Mayor
P.O. Box 220, Temagami ON P0H 2H0



From: Cindy Lanoue <clanoue@lakeshore.ca>
Sent: Wednesday, January 24, 2018 10:30 AM
Subject: Marijuana Tax Revenue
Attachments: SKM_C36818012409410.pdf

Good Morning,
At their meeting of January 16, 2018 Council of Town of Lakeshore duly passed the attached resolution.
Thank you
Cindy

Cindy Lanoue
Administrative Assistant

Town of Lakeshore
T 519-728-1975 x265
clanoue@lakeshore.ca



Remember to Like, Follow, and Share us on  and .

File ☒ Incoming ☐ Other
Mayor ☐
Council ☒ ~~IA~~
CAO ☐
Building ☐
Finance ☐ S ☐ C
Ec Dev ☐ S ☐ C
Parks & Rec ☐ S ☐ C
Planning ☐ S ☐ C
Public Wks ☐ S ☐ C
PPP ☐
Social Services ☐
☐ _____
☐ _____



TOWN OF LAKESHORE

419 Notre Dame St.
Belle River, ON N0R 1A0

January 22, 2018

Right Honourable Justin Trudeau,
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2

Dear Prime Minister Trudeau:

RE: MARIJUANA TAX REVENUE

At their meeting of January 16, 2018 the Council of the Town of Lakeshore duly passed the following resolution.

577-01-2018 Councillor Wilder moved and Councillor McKinlay seconded:

It is recommended that:

WHEREAS marijuana will soon be available for purchase through retail outlets in Canada;

WHEREAS the sale of marijuana will generate new tax revenues;

WHEREAS the Government of Canada and the Government of Ontario have been actively discussing how to distribute the new tax revenues generated by the sale of marijuana;

WHEREAS the Government of Canada and the Government of Ontario have thus far not agreed to distribute any of the new tax revenues generated by the sale of marijuana to municipalities directly;

WHEREAS municipalities are responsible for critical infrastructure projects, such as roads, bridges, water treatment and delivery of potable water;

WHEREAS municipalities face a significant challenge in funding critical infrastructure projects and have limited options for increasing revenues, aside from raising property taxes, which negatively impacts all taxpayers; and

WHEREAS the new tax revenues generated from the sale of marijuana, could be used to help offset infrastructure costs for municipalities.

NOW THEREFORE BE IT RESOLVED that the Government of Canada and the Government of Ontario be urged to allocate a proportionate share of the new tax revenues generated from the sale of marijuana, to municipalities directly;

BE IT FURTHER RESOLVED that the Government of Canada and the Government of Ontario be urged to create a fund, similar to the Gas Tax Fund and the Clean Water and Wastewater Fund, from the new tax revenues generated by the sale of marijuana, to provide funding to municipalities for infrastructure projects;

BE IT FURTHER RESOLVED that a copy of this motion be sent to the Right Honourable Justin Trudeau, Prime Minister of Canada, Mr. Andrew Scheer, Leader of the Conservative Party of Canada, Mr. Jagmeet Singh, Leader of the New Democratic Party of Canada, Ms. Elizabeth May, Leader of the Green Party of Canada, all Members of Parliament, the Honourable Kathleen Wynne, Premier of Ontario, Mr. Patrick Brown, Leader of the Progressive Conservative Party of Ontario, Ms. Andrea Horwath, Leader of the New Democratic Party of Ontario, and all Members of Provincial Parliament in Ontario; and

BE IT FURTHER RESOLVED THAT a copy of this Motion be sent to the Federation of Canadian Municipalities (FCM), and the Association of Municipalities of Ontario (AMO) for their consideration.

Motion Carried Unanimously

Should you require any additional information with respect to the above matter, please contact the undersigned.

Yours truly,



Mary Masse
Clerk

/cl

cc: Honourable Kathleen Wynne, Premier of Ontario
cc: Mr. Andrew Scheer, Leader of the Conservative Party of Canada
cc: Mr. Jagmeet Singh, Leader of the New Democratic Party of Canada
cc: Ms. Elizabeth May, Leader of the Green Party of Canada
cc: Hon. Patrick Brown, Leader of Progressive Conservative Party
cc: Hon. Andrea Horwath, Leader of New Democratic Party
cc: Members of Provincial Parliament in Ontario
cc: Federation of Canadian Municipalities (FCM)
cc: Association of Municipalities Ontario (AMO)
cc: Via Email - All Ontario Municipalities

11478


January 24, 2018

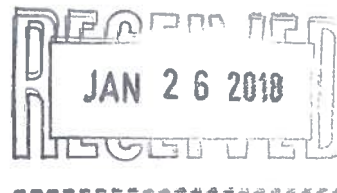
To Whom it May Concern

Please accept this letter of resignation from the Park and Recreation committee.

Due to some personal and work related commitments, I will no longer be able to sit on the committee.

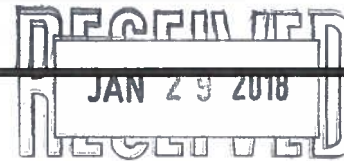
Thank you and my apologies


Lori Poirier



File ☒ Incoming ☐ Other
Mayor ☐
Council ☒ ☐ ☒
CAO ☐
Building ☐
Finance ☐ S ☐ C
Ec Dev ☐ S ☐ C
Parks & Rec ☒ S ☒ C
Planning ☐ S ☐ C
Public Wks ☐ S ☐ C
PPP ☐
Social Services ☐
☐ _____
☐ _____

Elaine Gunnell



11450

From: Jim Sanderson
Sent: Monday, January 29, 2018 8:27 AM
To: Elaine Gunnell
Subject: FW: Ministry of Community Safety and Correctional Services regulations available for public comment: training & certification; community risk assessment

Incoming correspondence

From: OAF President [mailto:info=oa.fc.on.ca@mail202.atl61.mcsv.net] On Behalf Of OAF President
Sent: Friday, January 26, 2018 10:42 AM
To: Jim Sanderson <temfire@temagami.ca>
Subject: Ministry of Community Safety and Correctional Services regulations available for public comment: training & certification; community risk assessment

You can now review two new proposed regulations from the Ministry of Community Safety and Correctional Services: (1) mandatory training and certification; and (2) community risk assessments.

[View this email in your browser](#)



ONTARIO ASSOCIATION OF FIRE CHIEFS

A Letter From The President

Dear Fire Chief Jim Sanderson,

As you may be aware, yesterday, the Ministry of Community Safety and Correctional Services (MCSCS) released two proposed regulations under the *Fire Protection and Prevention Act, 1997* related to new requirements for:

1. Mandatory training and certification for firefighters; and

File ☒ Incoming ☐ Other
Mayor ☐
Council ☒ ☐
CAO ☐
Building ☐
Finance ☐ S ☐ C
Ec Dev ☐ S ☐ C
Parks & Rec ☐ S ☐ C
Planning ☐ S ☐ C
Public Wks ☐ S ☐ C
PPP ☒
Social Services ☐
Fire Chiefs

2. Community risk assessments to inform the delivery of fire protection services.

MCSCS is seeking public feedback on both regulations. View a summary of the regulations here:

www.ontariocanada.com/registry/view.do?postingId=26546&language=en.

MCSCS received input on how to modernize fire service delivery in the province from a group of fire service experts, known as the provincial Fire Safety Technical Table (the Table), which was established in January 2017. The Ministry reviewed and compiled the Table's recommendations to develop the new proposed regulations. A third regulation on public reporting is expected to be released in the coming weeks, which will have a shorter comment period.

I represented the OAFC at the Technical Table, alongside Executive Vice President, Chief Rick Arnel. Additional OAFC members participated in the Table on behalf of their municipalities, including Deputy Chief Kim Ayotte, Ottawa; Chief Ted Bryan, Otonabee-South Monaghan; Chief John Hay, Thunder Bay; Deputy Chief Jim Jessop, Toronto; and Chief Shawn Armstrong, Kingston.

What's next?

The OAFC Technical Table members are meeting this afternoon to discuss the regulations and the implications for our members. It should be noted that the Ministry made several last-minute changes to the regulations, which the Table did not have an opportunity to review. Moreover, the regulations have been edited significantly by the Ministry since draft versions were shared with our members who attended the 2017 Midterm Meeting in November.

As such, the OAFC's Technical Table members aim to review the "final" proposed regulations and form a position, for ultimate approval by the

Board of Directors, in order to contribute public comments. We will provide you with that information next week, should you wish to include our position in your individual public comments.

We encourage all members to comment on these regulations so the government is aware of the unique concerns across Ontario's municipalities. Comments are due by March 11, 2018.

If you have questions or concerns about the regulations, please reach out to any of the Technical Table members listed above.

Yours truly,

Chief Stephen Hernen
President



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You are receiving this email because you are a member of the Ontario Association of Fire Chiefs and/or attended a previous OAFCh event.

Our mailing address is:

Ontario Association of Fire Chiefs
520 Westney Rd. S., Unit 22
AJAX, ON L1S 6W6
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Caution:

This consultation draft is intended to facilitate dialogue concerning its contents. Should the decision be made to proceed with the proposal, the comments received during consultation will be considered during the final preparation of the regulation. The content, structure, form and wording of the consultation draft are subject to change as a result of the consultation process and as a result of review, editing and correction by the Office of Legislative Counsel.

CONSULTATION DRAFT

ONTARIO REGULATION

to be made under the

FIRE PROTECTION AND PREVENTION ACT, 1997

FIREFIGHTER CERTIFICATION

Contents

1.	Definition
2.	Mandatory certification
3.	Intern firefighter
4.	Transition
5.	Commencement
Table 1	Mandatory certification

Definition

1. In this Regulation,

“NFPA” means the National Fire Protection Association.

Mandatory certification

2. (1) Every municipality, and every fire department in a territory without municipal organization, must ensure that its firefighters only perform a fire protection service set out in Table 1 if,

- (a) the firefighter performing the fire protection service is certified to the corresponding certification standard set out in that Table; or

- (b) the firefighter performing the fire protection service is an intern firefighter, within the meaning of section 3, operating under the supervision of a firefighter who is certified to the certification standard set out in that Table corresponding to the fire protection service performed by the intern firefighter.

Who provides certifications

- (2) The certification must be provided by the Fire Marshal.

Intern firefighter

- 3. An intern firefighter is a firefighter who,

- (a) is enrolled in an internship program approved by the Fire Marshal; and
- (b) has been a firefighter for no more than 24 months.

Transition

- 4. (1) A certification standard set out in items 1 to 5 of Table 1 does not apply with respect to a firefighter who,

- (a) became a firefighter before January 1, 2019; and
- (b) performed the fire protection service that the certification standard corresponds to before January 1, 2019.

Same

- (2) A certification standard set out in items 6 or 7 of Table 1 does not apply with respect to a firefighter that both of the following criteria apply to:

1. The firefighter became a firefighter before January 1, 2019.
2. Before July 1, 2018, the firefighter's fire chief was given permission by the Fire Marshal to issue the firefighter a successful Letter of Compliance with NFPA Standards respecting the relevant standard under Fire Marshal's Communiqué 2014-04, "Transition to NFPA Professional Qualifications Standards: Grandfathering

Policy”, which is dated January 2014 and available on a website of the Government of Ontario.

Commencement

5. (1) Subject to subsection (2), this Regulation comes into force on January 1, 2019.

(2) Subsection 4 (2) and items 6 to 11 of Table 1 come into force on January 1, 2020.

TABLE 1
MANDATORY CERTIFICATION

Item	Column 1 Fire protection service	Column 2 Certification standard
1.	Fire suppression activities, if the level of service provides for exterior attack only	NFPA 1001, “Standard for Fire Fighter Professional Qualifications”, 2013 Edition, Level I
2.	Fire suppression activities, if the level of service provides for exterior and interior attack	NFPA 1001, “Standard for Fire Fighter Professional Qualifications”, 2013 Edition, Level II
3.	Pump operations	NFPA 1002, “Standard for Fire Apparatus Driver/Operator Professional Qualifications”, 2017 Edition, Chapter 5
4.	Supervise other firefighters	NFPA 1021, “Standard for Fire Officer Professional Qualifications”, 2014 Edition, Level I
5.	Develop, implement or deliver a public education program and supporting materials	NFPA 1035, “Standard on Fire and Life Safety Educator, Public Information Officer, Youth Firesetter Intervention Specialist and Youth Firesetter Program Manager Professional Qualifications”, 2015 Edition, Chapter 4, Level I
6.	Fire prevention inspections or plans examination activities	NFPA 1031, “Standard for Professional Qualifications for Fire Inspector and Plan Examiner”, 2014 Edition, Level I
7.	Training courses for fire protection services	NFPA 1041, “Standard for Fire Service Instructor Professional Qualifications”, 2012 Edition, Level I
8.	Dispatch fire department resources (personnel and equipment)	NFPA 1061, “Professional Qualifications for Public Safety Telecommunications Personnel”, 2014 Edition, Level I
9.	Fire investigation activities	NFPA 1033, “Standard for Professional Qualifications for Fire Investigator”, 2014 Edition
10.	Technical rescue activities	NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2017 Edition, in accordance with the level of service provided
11.	Hazardous materials response at the Technician Level	NFPA 1072, “Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications”, 2017 Edition

Regulation - Minister

Ministry of Community Safety and Correctional Services: Public consultation on proposed regulations for mandatory training and certification and conducting community risk assessments.

Regulation Number(s):

N/A

Bill or Act:

Fire Protection and Prevention Act, 1997

Summary of Proposal:

The Ministry of Community Safety and Correctional Services (MCSCS) is seeking public input on proposed regulations under the Fire Protection and Prevention Act, 1997 related to new requirements for:

1. Mandatory training and certification for firefighters, and
2. Mandatory risk assessments to inform the delivery of fire protection services.

1. Mandatory Certification

MCSCS is proposing to establish mandatory certification requirements set out by the National Fire Protection Association (NFPA) for all new firefighters employed or appointed to a fire department for the following positions:

- Suppression firefighters,
- Pump operators,
- Technical rescuers,
- Fire officers, and
- Fire educators.

These requirements are proposed to come into force January 1, 2019 with the exception of technical rescuers which would come into force January 1, 2020. An additional year for technical rescuers to achieve certification is being proposed to allow for sufficient time to develop training and certification examination materials.

In addition, MCSCS is proposing that mandatory certification requirements also set out by the NFPA apply to existing firefighters currently employed or appointed in fire departments across Ontario, including:

- Fire inspectors,
- Fire investigators,
- Fire instructors,
- Hazardous materials personnel, and
- Fire dispatchers.

It is proposed that these mandatory certification requirements apply to existing firefighters given these roles are exposed to increased risk, including risk to the individuals performing these roles. These requirements are proposed to come into force January 1, 2020 to give fire departments additional time to train and certify their staff.

2. Mandatory Community Risk Assessments

MCSCS is proposing to require that municipalities conduct a standard risk assessment every five years focusing on key profiles in their communities (e.g., demographics, geography, past fire loss and event history, critical infrastructure, building stock profile within the community, etc.).

Municipalities would be responsible for reviewing their risk assessment annually to ensure that any significant changes in the mandatory profiles are identified. If there are any significant changes (e.g., addition of retirement homes or care facilities) the municipality will be responsible for updating their assessment. This information will be used to inform decisions about fire protection services in their community.

This requirement is proposed to come into force January 1, 2019.

These two new proposed regulations are based on expert advice MCSCS received from a Fire Safety Technical Table (the Table). The Table was established in January 2017 to help develop recommendations to the Minister of Community Services and Correctional Services regarding modernization of fire service delivery in Ontario. The Table included representatives from municipalities, firefighter associations and fire departments, including composite and volunteer fire departments.

For additional details on both of these proposals, please see the below attachments.

MCSCS welcomes your comments and feedback.

Further Information:



Firefighter Certification (Download Adobe Reader)



Community Risk Assessments (Download Adobe Reader)

Proposal Number:

18-CSCS002

Posting Date:

January 25, 2018

Comments Due Date:

March 11, 2018

Contact Address:

Ministry of Community Safety and Correctional Services
Strategic Policy, Research and Innovation Division
25 Grosvenor Street
Toronto, ON M7A 1Y6

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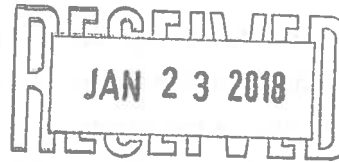
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From: Elaine Gunnell
Sent: Tuesday, January 23, 2018 9:50 AM
To: Roxanne St. Germain
Subject: FW: Ontario Revitalizing Main Streets, Helping Small Businesses Grow

For incoming

Elaine Gunnell, Dipl.M.A., AOMC

Municipal Clerk
 The Corporation of the Municipality of Temagami
 7 Lakeshore Drive, P.O. Box 220
 Temagami, ON P0H 2H0
 Phone: 705-569-3421 ext 208
 Email: clerk@temagami.ca



File ☒ Incoming ☐ Other
 Mayor ☐
 Council ☒ ☐ ☐
 CAO ☐
 Building ☐
 Finance ☒ ☐ ☐
 Ec Dev ☒ ☐ ☒
 Parks & Rec ☐ ☐ ☐
 Planning ☒ ☐ ☐
 Public Wks ☐ ☐ ☐
 PPP ☐
 Social Services ☐
☐ _____
☐ _____

From: LeRoy, Anne Marie (MNDM) [<mailto:anne-marie.leroy@ontario.ca>]
Sent: Tuesday, January 23, 2018 9:08 AM
To: James Franks <jfranks@temiskamingshores.ca>; Elaine Gunnell <clerk@temagami.ca>; manderson@cclinitiative.com; John Bernstein <john@southtemiskaming.com>; Ed Leduc <ed@southtemiskaming.com>; Chantal Côté-Paquette <chantal@southtemiskaming.com>; Chantal Charbonneau <ccharbonneau@enterprisetemiskaming.ca>; cobalt@ntl.sympatico.ca; toc@ontera.net; harris@ntl.sympatico.ca; harlytwp@parolink.net; Jaime Allen <jallen@latchford.ca>; Lorne Hillcoat <lorne@temfund.ca>; tcaldwell@temiskamingshores.ca
Cc: Deschamps, Denise (IC) <denise.deschamps@canada.ca>
Subject: FW: Ontario Revitalizing Main Streets, Helping Small Businesses Grow

Thought this may be of interest.

Regards,
 Anne Marie

From: Ontario News [<mailto:newsroom@ontario.ca>]
Sent: January 23, 2018 9:01 AM
To: LeRoy, Anne Marie (MNDM)
Subject: Ontario Revitalizing Main Streets, Helping Small Businesses Grow



Newsroom

News Release

Ontario Revitalizing Main Streets, Helping Small Businesses Grow

January 23, 2018

Province Helping Boost Tourism, Create Jobs, Enhance Economic Growth

Ontario is helping rural communities attract investment and tourism, create jobs and enhance regional economic growth by supporting the revitalization of downtown and main streets across the province.

Jeff Leal, Minister of Agriculture, Food and Rural Affairs and the Minister Responsible for Small Business, made the announcement today at the Rural Ontario Municipal Association conference in Toronto.

Vibrant main streets help attract visitors, create jobs and increase the competitiveness of small businesses, which are the backbone of small, rural communities. That's why the province is helping municipalities enhance and revitalize their downtown and main streets through improvements such as the installation of pedestrian crosswalks or landscaping. Municipalities can also direct funding to local businesses to improve the appearance of their storefronts by installing lighting or new signage.

Supporting small businesses and communities across the province is part of Ontario's plan to create fairness and opportunity during this period of rapid economic change. The plan includes a higher minimum wage and better working conditions, free tuition for hundreds of thousands of students, easier access to affordable child care, and free prescription drugs for everyone under 25, through the biggest expansion of medicare in a generation.

QUICK FACTS

- Ontario is investing up to \$26 million in the Main Street Revitalization Initiative, which will be administered by the Association of Municipalities of Ontario and its rural arm, the Rural Ontario Municipal Association.
- This initiative is part of a \$40 million investment over three years in the Main Street Enhancement Fund, which will help strengthen small businesses in downtown and main street areas and enhance the digital presence and capabilities of small businesses through increased access to digital tools like e-commerce.
- The revitalization initiative expands upon and complements the Downtown Revitalization Program that supports main street revitalization in rural areas.
- Funding will be allocated to municipalities based on population size, using the most recent data from the 2016 Statistics Canada Census of Population.
- The formula includes an adjustment for those municipalities that have fewer than 25,000 residents. This adjustment ensures that small communities are provided an appropriate level of funding where their population figures would otherwise limit their respective funding allocations within the parameters of the program.
- About one-third of Ontario workers are employed by small businesses, which are businesses that employ less than 100 paid employees.
- To strengthen Ontario small businesses, the province is providing more than \$500 million over three years in new initiatives that include lowering the small business tax rate by 22 per cent from 4.5 per cent to 3.5 per cent, investing in youth employment, providing support for downtown main street businesses and reducing red tape.

ADDITIONAL RESOURCES

- [Municipal Funding Allocations](#)
- [2017 Ontario Economic Outlook and Fiscal Review](#)
- ontario.ca/agriculture-news

QUOTES

"Main streets are at the core of small, rural communities and are home to thousands of small businesses across the province. That's why our government is committed to ensuring they continue to remain vibrant hubs where residents meet, tourists visit and small businesses grow and prosper."

— Jeff Leal, Minister of Agriculture, Food and Rural Affairs and the Minister Responsible for Small Business

"AMO welcomes new funding through the Main Street Revitalization Initiative and we are pleased that municipal governments won't have to provide matching funds to access the program. Municipal governments know how to get things done. This funding will help move projects forward on Ontario's Main Streets, helping to attract residents, visitors and support the business community."

— Lynn Dollin, President of the Association of Municipalities of Ontario and Deputy Mayor of the Town of Innisfil

"Many smaller communities have downtown business areas that play a special and critical role in building strong local economies. Programs like the Main Street Revitalization Initiative benefit our Main Street businesses which are important to rural Ontario."

— Ronald Holman, Chair of the Rural Ontario Municipal Association and Mayor of the Township of Rideau Lakes

CONTACTS

Bianca Jamieson
Communications Branch
519-826-3145

Cara Wallach
Minister's Office
416-326-6439

Ministry of Agriculture, Food and Rural Affairs
<http://www.ontario.ca/omafra>

Main Street Revitalization Initiative: Overview of Municipal Funding Allocations

The \$26 million Main Street Revitalization Initiative will support capital improvements in small businesses, and generate strategic public investments in municipal and other public infrastructure that will benefit small businesses within Ontario's main street areas.

Funding under the initiative will be allocated to municipalities based on population size. The following table provides the allocations for each eligible municipality, as determined by population size in the 2016 Census of Population.

Municipal Funding Allocations

Municipality	Funding Allocation Up To (\$)
City of Barrie	148,125
City of Belleville	71,286
City of Brampton	531,146
City of Brantford	110,909
City of Brockville	54,124
City of Burlington	183,598
City of Cambridge	138,373
City of Clarence-Rockland	56,805
City of Cornwall	67,791
City of Dryden	42,607
City of Elliot Lake	45,141
City of Greater Sudbury	165,147
City of Guelph	139,960
City of Hamilton	483,103
City of Kawartha Lakes	92,213
City of Kenora	48,830
City of Kingston	133,187
City of Kitchener	225,870
City of London	353,430
City of Markham	306,966
City of Mississauga	639,530
City of Niagara Falls	102,926
City of North Bay	71,995
City of Orillia	54,727
City of Oshawa	163,392
City of Ottawa	819,641
City of Owen Sound	54,120
City of Pembroke	47,802
City of Peterborough	96,964
City of Pickering	106,060
City of Port Colborne	51,549

Municipality	Funding Allocation Up To (\$)
City of Quinte West	65,239
City of Sarnia	88,970
City of Sault Ste. Marie	90,473
City of St. Catharines	141,077
City of St. Thomas	61,286
City of Stratford	54,980
City of Temiskaming Shores	44,446
City of Thorold	51,968
City of Thunder Bay	119,729
City of Timmins	63,724
City of Vaughan	287,711
City of Waterloo	117,253
City of Welland	72,622
City of Windsor	212,289
City of Woodstock	62,974
Corporation of The Municipality Of Mississippi Mills	47,193
County of Brant	59,420
County of Prince Edward County	56,994
Haldimand County	66,960
Municipality of Arran-Elderslie	41,806
Municipality of Bayham	42,308
Municipality of Bluewater	42,088
Municipality of Brighton	46,076
Municipality of Brockton	44,057
Municipality of Brooke-Alvinston	38,086
Municipality of Callander	39,316
Municipality of Central Elgin	46,722
Municipality of Central Huron	42,461
Municipality of Centre Hastings	40,087
Municipality of Charlton And Dack	36,625
Municipality of Chatham-Kent	114,425
Municipality of Clarington	106,265
Municipality of Dutton/Dunwich	39,318
Municipality of French River	38,298
Municipality of Gordon / Barrie Island	36,459
Municipality of Greenstone	39,970
Municipality of Grey Highlands	44,348
Municipality of Hastings Highlands	39,498
Municipality of Highlands East	38,875
Municipality of Huron East	43,784
Municipality of Huron Shores	37,453
Municipality of Killarney	36,371
Municipality of Kincardine	45,690

Municipality	Funding Allocation Up To (\$)
Municipality of Lambton Shores	45,048
Municipality of Leamington	51,703
Municipality of Magnetawan	37,221
Municipality of Markstay-Warren	38,293
Municipality of Marmora And Lake	39,392
Municipality of Mcdougall	38,332
Municipality of Meaford	45,353
Municipality of Middlesex Centre	50,665
Municipality of Morris-Turnberry	39,005
Municipality of Neebing	37,784
Municipality of North Grenville	49,978
Municipality of North Middlesex	41,424
Municipality of North Perth	47,165
Municipality of Northern Bruce Peninsula	39,431
Municipality of Oliver Paipoonge	41,060
Municipality of Port Hope	50,234
Municipality of Powassan	38,970
Municipality of Red Lake	39,522
Municipality of Shuniah	38,414
Municipality of Sioux Lookout	40,509
Municipality of South Bruce	40,820
Municipality of South Dundas	45,219
Municipality of South Huron	44,595
Municipality of Southwest Middlesex	40,891
Municipality of St.-Charles	37,118
Municipality of Temagami	36,723
Municipality of Thames Centre	47,216
Municipality of The Nation	46,892
Municipality of Trent Hills	46,970
Municipality of Trent Lakes	40,615
Municipality of Tweed	41,163
Municipality of Wawa	38,504
Municipality of West Elgin	40,274
Municipality of West Grey	46,646
Municipality of West Nipissing	48,210
Municipality of West Perth	43,552
Municipality of Whitestone	36,819
Norfolk County	82,575
The Corporation of The Municipality Of East Ferris	40,067
Town of Ajax	129,697
Town of Amherstburg	54,624
Town of Arnprior	43,493
Town of Aurora	75,292
Town of Aylmer	42,389

Municipality	Funding Allocation Up To (\$)
Town of Bancroft	39,331
Town of Blind River	38,984
Town of Bracebridge	49,604
Town of Bradford West Gwillimbury	58,250
Town of Bruce Mines	36,537
Town of Caledon	84,657
Town of Carleton Place	45,059
Town of Cobalt	36,999
Town of Cobourg	52,509
Town of Cochrane	40,551
Town of Collingwood	54,502
Town of Deep River	39,524
Town of Deseronto	37,546
Town of East Gwillimbury	56,364
Town of Englehart	37,296
Town of Erin	45,733
Town of Espanola	40,275
Town of Essex	53,345
Town of Fort Erie	54,341
Town of Fort Frances	42,599
Town of Gananoque	40,413
Town of Georgina	66,799
Town of Goderich	42,505
Town of Gore Bay	36,778
Town of Grand Valley	38,547
Town of Gravenhurst	46,471
Town of Greater Napanee	49,504
Town of Grimsby	51,464
Town of Halton Hills	80,133
Town of Hanover	42,555
Town of Hawkesbury	44,736
Town of Hearst	40,338
Town of Huntsville	52,828
Town of Ingersoll	46,849
Town of Innisfil	59,301
Town of Iroquois Falls	39,886
Town of Kapuskasing	43,067
Town of Kearney	36,791
Town of Kingsville	54,298
Town of Kirkland Lake	42,804
Town of Lakeshore	59,339
Town of Lasalle	53,892
Town of Latchford	36,309
Town of Laurentian Hills	38,552

Municipality	Funding Allocation Up To (\$)
Town of Lincoln	56,191
Town of Marathon	38,816
Town of Mattawa	37,732
Town of Midland	50,328
Town of Milton	121,609
Town of Minto	43,388
Town of Mono	43,335
Town of Moosonee	37,298
Town of New Tecumseth	57,333
Town of Newmarket	99,668
Town of Niagara-On-The-Lake	50,876
Town of Northeastern Manitoulin And The Islands	38,341
Town of Oakville	192,507
Town of Orangeville	52,808
Town of Parry Sound	41,471
Town of Pelham	50,536
Town of Penetanguishene	43,634
Town of Perth	41,066
Town of Petawawa	50,601
Town of Petrolia	40,907
Town of Plympton-Wyoming	42,646
Town of Prescott	39,620
Town of Rainy River	36,727
Town of Renfrew	43,009
Town of Richmond Hill	193,515
Town of Saugeen Shores	47,660
Town of Shelburne	42,926
Town of Smiths Falls	43,480
Town of Smooth Rock Falls	37,170
Town of South Bruce Peninsula	43,172
Town of Spanish	36,647
Town of St. Marys	42,197
Town of Tecumseh	55,719
Town of The Blue Mountains	41,994
Town of Thessalon	37,133
Town of Tillsonburg	49,487
Town of Wasaga Beach	53,555
Town of Whitby	137,066
Town of Whitchurch-Stouffville	67,154
Township of Addington Highlands	38,011
Township of Adelaide-Metcalf	38,576
Township of Adjala-Tosorontio	45,340
Township of Admaston/Bromley	38,530
Township of Alberton	36,864

Municipality	Funding Allocation Up To (\$)
Township of Alfred And Plantagenet	44,243
Township of Algonquin Highlands	38,035
Township of Alnwick/Haldimand	41,862
Township of Amaranth	39,499
Township of Armour	37,241
Township of Armstrong	37,031
Township of Ashfield-Colborne-Wawanosh	40,636
Township of Asphodel-Norwood	39,524
Township of Assiginack	36,902
Township of Athens	38,596
Township of Atikokan	38,375
Township of Augusta	42,272
Township of Baldwin	36,569
Township of Beckwith	42,518
Township of Billings	36,554
Township of Black River-Matheson	38,109
Township of Blandford-Blenheim	42,311
Township of Bonfield	37,716
Township of Bonnechere Valley	39,155
Township of Brethour	36,126
Township of Brock	45,904
Township of Brudenell, Lyndoch And Raglan	37,317
Township of Burpee And Mills	36,334
Township of Calvin	36,481
Township of Carling	36,996
Township of Carlow/Mayo	36,775
Township of Casey	36,355
Township of Cavan Monaghan	43,522
Township of Central Frontenac	39,748
Township of Central Manitoulin	37,809
Township of Centre Wellington	52,207
Township of Chamberlain	36,325
Township of Champlain	43,418
Township of Chapleau	37,707
Township of Chapple	36,584
Township of Chatsworth	41,659
Township of Chisholm	37,137
Township of Clearview	48,030
Township of Cockburn Island	36,044
Township of Coleman	36,548
Township of Conmee	36,737
Township of Cramahe	41,426
Township of Dawn-Euphemia	37,710
Township of Dawson	36,440

Municipality	Funding Allocation Up To (\$)
Township of Dorion	36,311
Township of Douro-Dummer	41,726
Township of Drummond/North Elmsley	42,627
Township of Dubreuilville	36,563
Township of Ear Falls	36,886
Township of East Garafraxa	38,228
Township of East Hawkesbury	38,835
Township of East Zorra-Tavistock	42,082
Township of Edwardsburgh/Cardinal	42,051
Township of Elizabethtown-Kitley	44,390
Township of Emo	37,173
Township of Enniskillen	38,412
Township of Essa	53,901
Township of Evanturel	36,424
Township of Faraday	37,230
Township of Fauquier-Strickland	36,498
Township of Front Of Yonge	38,252
Township of Frontenac Islands	37,534
Township of Gauthier	36,160
Township of Georgian Bay	38,160
Township of Georgian Bluffs	44,919
Township of Gillies	36,445
Township of Greater Madawaska	38,176
Township of Guelph/Eramosa	46,931
Township of Hamilton	45,312
Township of Harley	36,510
Township of Harris	36,505
Township of Havelock-Belmont-Methuen	39,881
Township of Head, Clara And Maria	36,254
Township of Hilliard	36,232
Township of Hilton	36,304
Township of Hornepayne	36,874
Township of Horton	38,489
Township of Howick	39,324
Township of Hudson	36,470
Township of Huron-Kinloss	42,031
Township of Ignace	37,062
Township of James	36,399
Township of Jocelyn	36,309
Township of Johnson	36,680
Township of Joly	36,301
Township of Kerns	36,347
Township of Killaloe, Hagarty And Richards	38,093
Township of King	56,805

Municipality	Funding Allocation Up To (\$)
Township of La Vallee	36,838
Township of Laird	36,930
Township of Lake Of Bays	38,726
Township of Lake Of The Woods	36,238
Township of Lanark Highlands	40,565
Township of Larder Lake	36,662
Township of Laurentian Valley	43,994
Township of Leeds And The Thousand Islands	44,061
Township of Limerick	36,337
Township of Loyalist	50,418
Township of Lucan Biddulph	40,025
Township of Macdonald, Meredith And Aberdeen Additional	37,406
Township of Machar	36,791
Township of Machin	36,866
Township of Madawaska Valley	39,536
Township of Madoc	37,804
Township of Malahide	43,914
Township of Manitouwadge	37,684
Township of Mapleton	44,960
Township of Matachewan	36,234
Township of Mattawan	36,180
Township of Mattice-Val Côté	36,592
Township of McGarry	36,559
Township of McKellar	36,985
Township of McMurich/Monteith	36,742
Township of McNab/Braeside	42,123
Township of Melancthon	38,591
Township of Minden Hills	41,200
Township of Montague	39,229
Township of Moonbeam	37,086
Township of Morley	36,451
Township of Mulmur	38,989
Township of Muskoka Lakes	41,624
Township of Nairn And Hyman	36,333
Township of Nipigon	37,434
Township of Nipissing	37,489
Township of North Algona Wilberforce	38,513
Township of North Dumfries	44,696
Township of North Dundas	45,596
Township of North Frontenac	37,651
Township of North Glengarry	44,606
Township of North Huron	40,221
Township of North Kawartha	38,143

Municipality	Funding Allocation Up To (\$)
Township of Tehkummah	36,413
Township of Terrace Bay	37,408
Township of The Archipelago	36,493
Township of The North Shore	36,465
Township of Tiny	46,027
Township of Tudor And Cashel	36,540
Township of Tyendinaga	39,683
Township of Uxbridge	53,980
Township of Val Rita-Harty	36,689
Township of Wainfleet	41,441
Township of Warwick	39,171
Township of Wellesley	45,581
Township of Wellington North	46,135
Township of West Lincoln	48,325
Township of White River	36,590
Township of Whitewater Region	41,980
Township of Wilmot	53,445
Township of Wollaston	36,611
Township of Woolwich	49,510
Township of Zorra	42,937
United Townships of Dysart, Dudley, Harcourt, Guilford, Harburn, Bruton, Havelock, Eyre And Clyde	41,363
Village of Burk's Falls	36,874
Village of Casselman	39,049
Village of Hilton Beach	36,188
Village of Merrickville-Wolford	38,641
Village of Newbury	36,438
Village of Oil Springs	36,592
Village of Point Edward	37,769
Village of South River	36,987
Village of Sundridge	36,858
Village of Thornloe	36,138
Village of Westport	36,543

Municipality	Funding Allocation Up To (\$)
Township of North Stormont	41,865
Township of Norwich	45,362
Township of O'connor	36,605
Township of Opasatika	36,235
Township of Oro-Medonte	53,861
Township of Otonabee-South Monaghan	41,693
Township of Papineau-Cameron	36,904
Township of Pelee	36,243
Township of Perry	38,122
Township of Perth East	46,429
Township of Perth South	39,271
Township of Pickle Lake	36,372
Township of Plummer Additional	36,603
Township of Prince	36,899
Township of Puslinch	42,257
Township of Ramara	44,080
Township of Red Rock	36,802
Township of Rideau Lakes	44,790
Township of Russell	50,036
Township of Ryerson	36,592
Township of Sables-Spanish Rivers	38,766
Township of Schreiber	36,941
Township of Scugog	54,353
Township of Seguin	39,689
Township of Selwyn	50,494
Township of Severn	47,459
Township of Sioux Narrows-Nestor Falls	36,524
Township of South Algonquin	36,972
Township of South Frontenac	51,837
Township of South Glengarry	47,182
Township of South Stormont	47,148
Township of Southgate	42,272
Township of South-West Oxford	42,535
Township of Southwold	39,788
Township of Springwater	52,187
Township of St. Clair	47,975
Township of St. Joseph	37,094
Township of Stirling-Rawdon	40,179
Township of Stone Mills	42,567
Township of Strathroy-Caradoc	53,718
Township of Strong	37,262
Township of Tarbutt And Tarbutt Additional	36,496
Township of Tay	44,542
Township of Tay Valley	40,842

Municipality of Temagami
 Atten: Mayor & Council
 P.O., Box 220, Temagami, Ontario.
 POH 2H0

February 7, 2018

Mayor and Council,

This letter is to inform of PowerTel's requirement for the use of the Wilson Lake Road in order to conduct the Hydro One D2L Refurbishment Project. During the winter months when the Municipality of Temagami does not plow or maintain this road it is PowerTel's intention to perform this task to connect the plowed section of the Wilson Lake Road with the plowed section of the Tonomo Lake Road approximately 15 kilometers in total. Our work along and our use of the Wilson Lake Road is scheduled to be completed at the end of February 2019 pending no significant delays.

PowerTel has had meetings with and discussed this matter with both snowmobile clubs who run and maintain the trails through this area, Near North Trails Association and Tri-Town Snow Travelers. From the meeting it was determined that the road should be plowed the full width of the gravel surface but that there will be a layer of snow left on the road surface in order to facilitate a combined snowmobile use with our travel through this area. It was also agreed that the snowmobile clubs would post on their web sites and Facebook pages of the construction activities being undertaken along these sections of trail. The clubs will also place signage in areas to warn of approaching conditions.

PowerTel will also place construction signage and use flagperson's as required in order to facilitate safe and efficient travel of the snowmobiles through the work areas. PowerTel will also engage the use of advance warning vehicles that will travel ahead of any large float trucks in order to warn oncoming travellers.

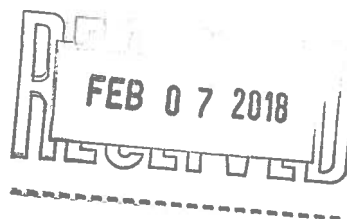
Signs will be placed at both ends of the plowed sections indicating that the road ahead is being maintained as an active construction site and to be used at own risk. Proof of PowerTel's liability insurance will be forwarded to the Municipality within the next few days and PowerTel understands that the Municipality assumes no liability in regards to PowerTel's use of the Wilson Lake Road during the winter months when being maintained by PowerTel.

As I understand, the council will be meeting next Tuesday night, we will be available to attend the meeting if open or meet any time to address the Municipality's concerns. Any further information or questions please do not hesitate to contact either myself at (902)210-7061 or for an on-site contact Jess Cretzman at (705)698-7820

Thank you,

Ralph Keen

Ralph Keen
 Access/Environmental Manager,
 PowerTel Utilities



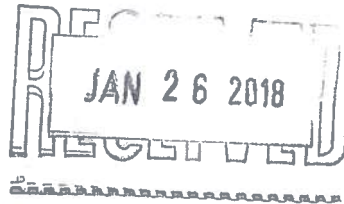
File ☒ Incoming ☐ Other
 Mayor ☐
 Council ☒ ☒
 CAO ☐
 Building ☐
 Finance ☐ ☐ ☐
 Ec Dev ☐ ☐ ☐
 Parks & Rec ☐ ☐ ☐
 Planning ☐ ☐ ☐
 Public Wks ☒ ☐ ☐
 PPP ☐
 Social Services ☐
☐
☐



11449

January 22, 2018

Patrick Cormier, CAO
Town Of Temagami
P.O. Box 220
7 Stevens Road
Temagami, ON P0H 2H0



File ☒ Incoming ☐ Other
Mayor ☐
Council ☒ I-BA
CAO ☒
Building ☐
Finance ☐ S ☐ C
En Dev ☐ S ☐ C
Parks & Rec ☐ S ☐ C
Planning ☐ S ☐ C
Public Wks ☐ S ☐ C
PPP ☐
Social Services ☐
J. Stewart
☐

Dear Patrick,

Please be advised that the District of Nipissing Social Services Administration Board would like to provide notice to the Town of Temagami Ambulance Services of our intent to negotiate for fiscal year 2019 and 2020.

Should the Municipality wish to discontinue to provide ambulance services, the Municipality then has 30 days in which to advise the DNSSAB in accordance to our present agreement section 2 (3). The agreement further prescribes that negotiations must be completed by July 1st, 2018.

We would like to take this opportunity to thank you for working with us in providing the best pre-hospital care to the citizens of our district.

Awaiting your reply in regards to this matter, I remain;

Sincerely,

Jean Guy Belzile, Chief, Emergency Medical Services
The District of Nipissing Social Services Administration Board

cc: Joseph Bradbury, CAO, DNSSAB
Jim Stewart, Manager, North Bay Ambulance Service

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

NO.: 17-162

DATE: February 23, 2017

MOVED BY: _____

SECONDED BY: _____

BE IT RESOLVED THAT Council receive the District of Nipissing Social Services Administration Board Notice to Temagami Ambulance Service of Intent to Negotiate for the Fiscal Year 2018 dated February 10, 2016;

AND FURTHER THAT the Municipality advise the DNSSAB of their intent to hold the licence for the Temagami Ambulance Service for the next three years: 2018, 2019 and 2020.

CARRIED ✓ AMENDED _____ DEFEATED _____ DEFERRED _____

Declaration of Conflict of Interest:

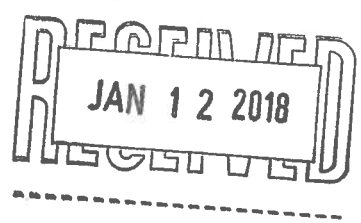
MAYOR: _____

From: Temagami & District Chamber of Commerce <info@temagamiinformation.com>
Sent: Friday, January 12, 2018 11:00 AM
To: Temagami & District Chamber of Commerce
Subject: FW: Website helps Northerners better connect with hundreds of home and community care services / Un site Web permet aux résidents du Nord de se relier plus facilement à des centaines de services de soins à domicile
Attachments: image003.emz; image005.emz; image002.emz; image006.emz

For Your Information.

Debbie Morrow
Administrative Assistant
Temagami & District Chamber of Commerce & Info Centre
705-569-3344

www.temagamiinformation.com



- File ☒ Incoming ☐ Other
- Mayor ☐
- Council ☒ ☐ ☐ ☐
- CAO ☐
- Building ☐
- Finance ☐ S ☐ C
- Ec Dev ☐ S ☐ C
- Parks & Rec ☐ S ☐ C
- Planning ☐ S ☐ C
- Public Wks ☐ S ☐ C
- PPP ☐
- Social Services ☒
- ☒ Admin Assist.
- ☐ _____

↑
website
link.



**Website helps Northerners better connect with
hundreds of home and community care
services**

January 3, 2018 – Meal delivery, transportation, palliative care – Northerners can find information about these and other support services in one spot.

The location is www.northeasthealthline.ca. This website was developed with the support of the North East Local Health Integration Network (NE LHIN). It is a resource for patients, caregivers, health care providers, and anyone wanting to learn more about the many health services available in communities across Northeastern Ontario.

[Click here to learn more.](#)

NorthEasthealthline.ca

From: Catherine Levac-Lafond <clevac-lafond@municipality.westnipissing.on.ca>
Sent: Wednesday, January 17, 2018 2:59 PM
Subject: IPM 2019 Office Grand Opening - Ouverture du bureau de CIL 2019

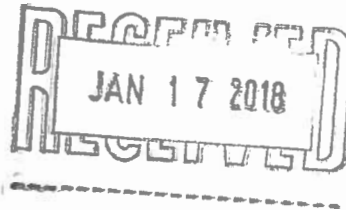
Bonjour, Good afternoon,

The IPM 2019 executive committee was happy to celebrate the IPM office grand opening this morning.

Le comité exécutif du CIL 2019 était heureux de souligner ce matin l'ouverture officielle du bureau du CIL.

Merci, Thank you,

Catherine Levac-Lafond
Lead Coordinator IPM 2019 / Coordonnatrice en chef CIL 2019
Tel. : 705.753.6958
Cel. : 705.493.3948



File ☒ Incoming ☐ Other
Mayor ☐
Council ☒ ☒ ☒
CAO ☐
Building ☐
Finance ☐ S ☐ C
Ec Dev ☐ S ☐ C
Parks & Rec ☐ S ☐ C
Planning ☐ S ☐ C
Public Wks ☐ S ☐ C
PPP ☐
Social Services ☐
☐ _____
☐ _____



2019 WEST NIPISSING OUEST
VERNER, ON • SEPT. 17-21
International Plowing Match & Rural Expo
Concours international de labour
et exposition rurale

MEDIA RELEASE

For immediate release

Wednesday, January 17th, 2018

IPM 2019 OFFICE GRAND OPENING

Verner, Ontario – The 2019 International Plowing Match & Rural Expo (IPM) executive committee celebrated the Grand Opening of its new office in Verner, ON on Wednesday, January 17. The new office is home to the IPM team who will be working on the planning and implementation of the event set to take place in September of 2019.

The Municipality of West Nipissing is the host community for the 102nd IPM, held in Verner from September 17 to 21 of 2019. The executive committee for IPM 2019 is thrilled to host largest agricultural event in North America. “We are beyond excited that an event of this size and importance is coming to West Nipissing”, says Neil Fox, chair of the committee. “The economic impact of such an event for our region is beneficial not only for the community, but for Northern Ontario as a whole.”

The IPM attracts approximately 80,000 people to its five-day event, making this the largest agricultural event in North America. As a result, it is estimated that the International Plowing Match creates 20 million dollars in economic activities for our communities. It is only the second time that the IPM is being hosted in Northern Ontario.

How to get involved

For the past previous months, the IPM 2019’s Cookbook committee has been hard at work collecting numerous recipes from residents of West Nipissing and surrounding area. With the Cookbook set to be released this spring, there is still time for individuals to submit recipes. It is possible to submit a recipe by filling out a form available at various businesses in West Nipissing or online at goo.gl/2MH1em.

An event of this importance would not be possible without the hard work of numerous volunteers. To ensure the success of this event, IPM 2019 is looking to recruit close to



2019 WEST NIPISSING OUEST
VERNER, ON • SEPT. 17-21
International Plowing Match & Rural Expo
Concours international de labour
et exposition rurale

1,000 volunteers. If you would like to give your time in one of our committees, you may contact the Lead Coordinator, Catherine Levac-Lafond.

About IPM

Hosted in partnership with the Ontario Plowmen's Association (OPA), the International Plowing Match & Rural Expo is an annual outdoors agricultural fair and plowing competition, attracting close to 80,000 people from all over North America. From a tented city with more than 600 vendors to live entertainment and an RV park with over 1,000 serviced lots, the IPM offers something for everyone.

-30-

Source :

Catherine Levac-Lafond
Lead Coordinator, IPM 2019
705.753.6958
clevac-lafond@westnipissing.ca

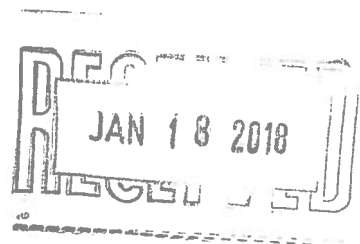
11434

From: FONOM Office/ Bureau de FONOM <fonom.info@gmail.com>
Sent: Thursday, January 18, 2018 2:46 PM
Subject: Media Release: FONOM Seeking Northern Ontario Platforms from Party Leaders
Attachments: Media Release_FONOM Seeking Northern Ontario Platforms from Party Leaders.pdf; Media Release_FR_FONOM Seeking Northern Ontario Platforms from Party Leaders.pdf

Good afternoon,

Please find attached FONOM's latest media release for your reading pleasure.

Thank you,
Katelyn



*Katelyn Guertin
Project & Operations Coordinator
Federation of Northern Ontario Municipalities
C/o Town of Kirkland Lake
3 Kirkland Street West, Kirkland Lake
Ontario, P2N 3P4
(T) 705-567-9361 Ext. 258*

File ☒ Incoming ☐ Other
Mayor ☐
Council ☒ ~~BA~~
CAO ☐
Building ☐
Finance ☐ S ☐ C
Ec Dev ☐ S ☐ C
Parks & Rec ☐ S ☐ C
Planning ☐ S ☐ C
Public Wks ☐ S ☐ C
PPP ☐
Social Services ☐
☐ _____
☐ _____



For immediate release:

FONOM Seeking Northern Ontario Platforms from Party Leaders

January 18, 2018 – Kirkland Lake, ON - The Federation of Northern Ontario Municipalities (FONOM) sent requests on November 29, 2017 to the three main political parties in the province, seeking their vision for Northern Ontario. The sole party to respond to date is the Progressive Conservative Party of Ontario.

"While we wait to hear from the Ontario Liberal Party and the Ontario New Democrats about their platforms for Northern Ontario, we are encouraged by several commitments made by the Progressive Conservatives," said Mayor Alan Spacek of Kapuskasing and President of FONOM. Specifically, they committed to bringing back the Ontario Northlander by the end of their mandate, reverse increases to the aviation fuel tax for all Northern airports, invest in a mobile PET scanner for Northern Ontario and repeal the Far North Act which was a sweeping piece of legislation that ignored Northern voices and stood in the way of economic development opportunities.

Northern Ontario is home to approximately one third of Ontario's municipalities and also includes nearly 90 percent of the province's landmass. The region also faces unique challenges, which require a different approach than the rest of the province.

"We believe that all three parties should have a plan for the North. Hearing campaign promises about transit in the GTA for example has little relevance to those living and travelling in Northern Ontario," continued Spacek.

Northern Ontario needs a committed and willing provincial partner that listens and works hard for the region now and after Ontarians head to the polls on June 7, 2018.

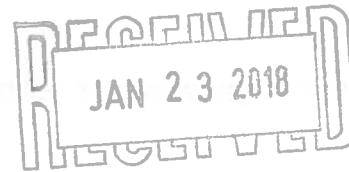
-30-

For More Information:

Mayor Al Spacek
FONOM President
705-335-0001

REVIEW

Review of Long-Term Management Direction Nipissing Forest 2019-2029 Forest Management Plan



The Ontario Ministry of Natural Resources and Forestry (MNRF), Nipissing Forest Resource Management Inc. and the Nipissing Local Citizens' Committee (LCC) invite you to review and comment on the proposed long-term management direction for the 2019 – 2029 Forest Management Plan (FMP) for the Nipissing Forest.

The Planning Process

The FMP takes approximately three years to complete. During this time, five formal opportunities for public consultation and First Nation and Métis community involvement and consultation are provided. The first opportunity (Stage One) for this FMP occurred on December 14, 2016 when the public was invited to "Participate" in the development of the plan. This 'Stage Two' notice is:

- To invite you to review and comment on:
 - the proposed long-term management direction for the forest;
 - the areas which could reasonably be harvested, and the preferred areas for harvest operations, during the 10-year period of the plan;
 - the analysis of alternative one kilometer wide corridors for each new primary road which is required for the next 20 years.
- To request your contribution to background information to be used in planning.

How to Get Involved

To facilitate your review, a summary of the proposed long-term management direction for the forest can be obtained on the Ontario government website (www.ontario.ca/forestplans). A summary map(s) of the preferred and optional harvest areas for the 10-year period of the plan and alternative corridors for each new primary road which is required for the next 20 years, will also be available.

In addition to the most current versions of the information and maps which were available at Stage One of public consultation, the following information and maps will be available:

- Summary of public comments and submissions received to date and any responses to those comments and submissions;
- A summary report of the results of the desired forest and benefits meeting;
- Environmental analysis, including use management strategies of the alternative corridors for each new primary road;
- Maps that portray past and approved areas of harvest operations for the current forest management plan and the previous 10 years;
- Criteria used for the identification of areas that could reasonably be harvested during the 10-year period of the plan;
- The rationale for the preferred areas for harvest;
- Summary report of the activities of the local citizen's committee to date.

The above information is available at the Company and MNRF office identified below during normal office hours for a period of 30 days from January 24, 2018 to February 23, 2018.

Comments on the proposed long-term management direction for the Nipissing Forest must be received by Guylaine Thauvette, R.P.F. of the planning team at the MNRF North Bay District Office by **February 23, 2018**.

Meetings with representatives of the planning team and the LCC can be requested at any time during the planning process. Reasonable opportunities to meet planning team members during non-business hours will be provided upon request. If you require more information or wish to discuss your interests and concerns with a planning team member, please contact one of the individuals listed below:

Guylaine Thauvette, R.P.F.
MNRF North Bay District Office
3301 Trout Lake Road
North Bay, ON
P1A 4L7
tel: 705-475-5539
fax: 705-475-5500
e-mail: guylaine.thauvette@ontario.ca

Scott McPherson, R.P.F.
Nipissing Forest Resource Management Inc.
128 Lansdowne Ave. East, P.O. Box 179
Callander, ON
POH 1H0
tel: 705-752-5430
fax: 705-752-5736
e-mail: nfrm@nipissingforest.com

Nipissing LCC
c/o Guylaine Thauvette
MNRF North Bay District Office
3301 Trout Lake Road
North Bay, ON P1A 4L7
tel: 705-475-5539
fax: 705-475-5500
e-mail: guylaine.thauvette@ontario.ca

During the planning process there is an opportunity to make a written request to seek resolution of issues with the MNRF District Manager or the Regional Director using a process described in the 2017 *Forest Management Planning Manual (Part A, Section 2.4.1)*.

Stay Involved

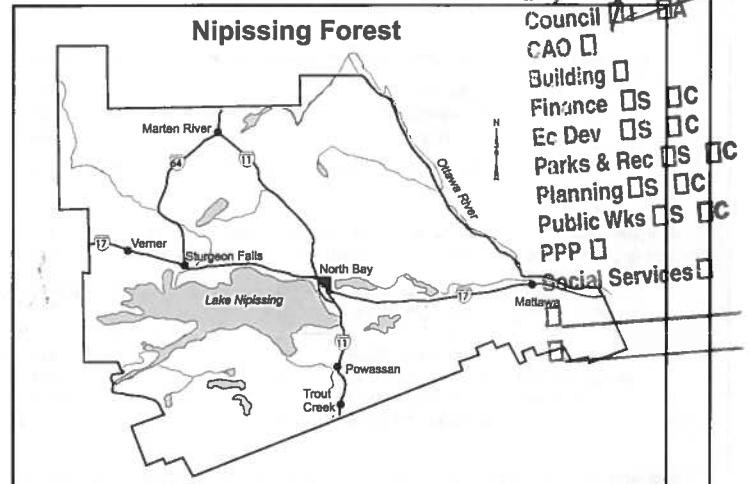
There will be three more formal opportunities for you to be involved. These stages are listed and tentatively scheduled as follows:

Stage Three –	Information Centre: Review of Proposed Operations	May 2018
Stage Four –	Information Centre: Review of Draft Forest Management Plan	December 2018
Stage Five –	Inspection of MNRF-Approved Forest Management Plan	February 2019

If you would like to be added to a mailing list to be notified of public involvement opportunities, please contact Guylaine Thauvette at 705-475-5539.

The Ministry of Natural Resources and Forestry is collecting your personal information and comments under the authority of the *Crown Forest Sustainability Act*. Any personal information you provide (address, name, telephone, etc.) will be protected in accordance with the *Freedom of Information and Protection of Privacy Act* however, your comments will become part of the public consultation process and may be shared with the general public. Your personal information may be used by the Ministry of Natural Resources and Forestry to send you further information related to this forest management planning exercise. If you have questions about the use of your personal information, please contact Guylaine Thauvette at 705-475-5539.

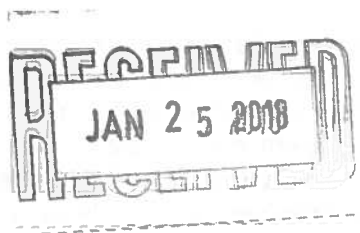
Renseignements en français : Guylaine Thauvette au 705 475-5539.



From: Elaine Gunnell
Sent: Thursday, January 25, 2018 10:00 AM
To: Roxanne St. Germain
Subject: FW: A message from the Minister of Infrastructure / Un message du Ministre de l'Infrastructure

Please check if we already have this in incoming, if not, please add. Thanks.

Elaine Gunnell, Dipl.M.A., AOMC
 Municipal Clerk
 The Corporation of the Municipality of Temagami
 7 Lakeshore Drive, P.O. Box 220
 Temagami, ON P0H 2H0
 Phone: 705-569-3421 ext 208
 Email: clerk@temagami.ca



- File ☒ Incoming ☐ Other
- Mayor ☐
- Council ☒ ~~EA~~
- CAO ☐
- Building ☐
- Finance ☒ ~~S~~ ☐ ~~C~~
- Ec Dev ☐ ~~S~~ ☐ ~~C~~
- Parks & Rec ☐ ~~S~~ ☐ ~~C~~
- Planning ☐ ~~S~~ ☐ ~~C~~
- Public Wks ☒ ~~S~~ ☐ ~~C~~
- PPP ☐
- Social Services ☐

From: Minister of Infrastructure [<mailto:Minister.MOI@ontario.ca>]
Sent: Wednesday, January 3, 2018 2:42 PM
To: Minister of Infrastructure <Minister.MOI@ontario.ca>
Subject: A message from the Minister of Infrastructure / Un message du Ministre de l'Infrastructure

Dear Sir/Madam:

I am pleased to provide you with an important update on the Clean Water and Wastewater Fund (CWWF): the federal government has recently advised of the **elimination of the 60 per cent expenditure constraint and for a program-wide extension until March 31, 2020.**

These changes arise from the work we have done together to ensure the federal government was aware of the need for flexibility in the timelines and expenditure requirements under the CWWF program. Based on feedback provided by municipalities across Ontario, and that provided by my colleagues across the country, on September 20, 2017 I wrote the federal government on behalf of all provinces and territories outlining the challenges of the federal timelines and expenditure requirement. I also raised these issues in discussions I recently held with Minister Sohi at the Ontario-Canada Ministers' meeting on December 8, 2017. I am pleased that by working together, we were able to collaborate with the federal government and achieve this outcome.

Now, with over 1,360 projects approved in Ontario, and over 30 per cent of projects confirmed to be underway, Ontario's municipalities and First Nations are well placed to benefit from water, wastewater and stormwater capital works improvements in their communities.

I would also like to note the importance of the program reporting requirements, as the federal government has made timely reporting a condition of the program extension, building on the existing requirements. The CWWF Team at Infrastructure Ontario will be reaching out to you shortly to identify the necessary reporting and associated deadlines, and are available to provide any assistance you require in completing your reporting requirements.

Should you have any questions, please contact the CWWF Team at Infrastructure Ontario at 1-844-803-8856 or email CWWF@infrastructureontario.ca.

I look forward to continuing to work together as you implement these important projects across Ontario.

Sincerely,

Bob Chiarelli
 Minister

Confidentiality Warning: This e-mail contains information intended only for the use of the individual names above. If you have received this e-mail in error, we would appreciate it if you could advise us through the Minister's website at www.ontario.ca/page/ministry-infrastructure and destroy all copies of this message. Thank you.

Madame,
Monsieur,

J'ai le plaisir de vous faire part d'une grande nouvelle au sujet du Fonds pour l'eau potable et le traitement des eaux usées (FEPTEU) : le gouvernement fédéral vient d'annoncer le **retrait de l'exigence visant l'engagement de 60 pour cent des dépenses ainsi que la prolongation du programme jusqu'au 31 mars 2020.**

Ces changements sont le fruit de notre collaboration, qui visait à informer le gouvernement fédéral de la nécessité d'établir, dans le cadre du FEPTEU, des échéances et des exigences en matière de dépenses qui soient souples. Le 20 septembre 2017, à la lumière des commentaires des municipalités de l'Ontario et de mes collègues de partout au Canada, j'ai écrit au gouvernement fédéral au nom de l'ensemble des provinces et des territoires pour l'aviser des difficultés rattachées à ses échéances et exigences. J'ai d'ailleurs discuté de ces difficultés avec le ministre Sohi le 8 décembre 2017, à la réunion des ministres Ontario-Canada. Je suis heureux que, grâce à nos efforts concertés, nous ayons réussi à travailler avec le gouvernement fédéral et à opérer un changement.

Avec plus de 1360 projets approuvés en Ontario, dont plus de 30 pour cent sont officiellement en cours, les Premières Nations et les municipalités de la province sont bien placées pour bénéficier des améliorations aux projets d'immobilisations en matière d'eau, d'eaux usées et d'eaux pluviales.

Je tiens aussi à noter l'importance des exigences relatives à la production de rapports. En s'appuyant sur les exigences existantes, le gouvernement fédéral a accepté de prolonger le programme à condition que les rapports soient produits dans un court délai. L'équipe du FEPTEU d'Infrastructure Ontario communiquera avec vous sous peu pour vous aviser des échéances de production de rapports et d'autres exigences associées. Si vous avez besoin d'aide dans la production de rapports, elle sera là pour vous éclairer.

Pour toute question, veuillez communiquer avec l'équipe du FEPTEU au 1 844 803-8856 ou à l'adresse CWWF@infrastructureontario.ca.

Au plaisir de poursuivre notre collaboration dans le déploiement de ces projets d'envergure en Ontario.

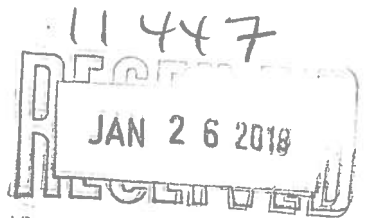
Veuillez agréer, Madame, Monsieur, mes sincères salutations.

Bob Chiarelli
Ministre

Avis de confidentialité: Ce courriel contient des renseignements destinés uniquement aux personnes dont le nom figure ci-dessus. Si vous le recevez par erreur, nous vous serions très reconnaissants de nous en aviser en vous servant du lien suivant du site du ministre www.ontario.ca/fr/page/ministere-de-linfrastructure et de détruire toute copie de ce message. Merci d'avance.

Date

January 23, 2018



The Corporation of the Improvement
District of Temagami
General Delivery, Temagami Ontario
POH 2H0

~~Dear Owner;~~

RE: Notice of Confirmation of staking

I understand that you are the surface rights owner of the following property:

PIN# 49005-0236 (Pcl# 24644 sec N1P)

Description of the Property (Lot/Concession/Township/Area)

Strothy Twp, Temagami, Ontario

I have staked the mining claims (listed below), which consists of part or the whole description of your property;

File ☒ Incoming ☐ Other

Mayor ☐

Council ☒ ☐

CAO ☐

Building ☐

Finance ☐ S ☐ C

Ec Dev ☐ S ☐ C

Parks & Rec ☐ S ☐ C

Planning ☐ S ☐ C

Public Wks ☐ S ☐ C

PPP ☐

Social Services ☐

☒ Self file

4270062

Mining Claim Number(s)

Mining Claim Number(s)

The Mining Claims were filed with the Provincial Recording Office on Nov 30, 2017
Date

☐ As the Licensee who staked the mining claims consisting of the mineral rights on, in or under the lands for which you are the surface rights owner, I am required to give you this notice of confirmation of staking.

If you have any questions about the mining claims, please do not hesitate to contact me at:

Address: 9 Chaput Drive, P.O. Box 58 Latchford
Ontario POJ1N0

Telephone # 705-622-0255 e-mail Optional

Sincerely,

Full Name Thomas van Cardinal
Licensee (Please Print)

Signature: [Signature] Date signed January 24, 2018
Licensee

Contact Person for Service: Gino Chitaroni

Email: ginochitaroni@hotmail.com or Cell # 705-648-7956

Pt 4270062



Ontario ServiceOntario

PARCEL REGISTER (ABBREVIATED) FOR PROPERTY IDENTIFIER

LAND
REGISTRY
OFFICE #36

49005-0236 (LT)

PAGE 1 OF 1

PREPARED FOR ORCTEST
ON 2017/12/04 AT 15:18:47

GEOWAREHOUSE

* CERTIFIED IN ACCORDANCE WITH THE LAND TITLES ACT * SUBJECT TO RESERVATIONS IN CROWN GRANT *

PROPERTY DESCRIPTION: PCL 24644 SEC NIP SRO; PT LOCATION WD264 STRATHY PT 3 NR2212; TEMAGAMI; DISTRICT OF NIPISSING

PROPERTY REMARKS: CROWN GRANT SEE NP1427.

ESTATE/QUALIFIER:
FEE SIMPLE
ABSOLUTE

RECENTLY:
FIRST CONVERSION FROM BOOK

PIN CREATION DATE:
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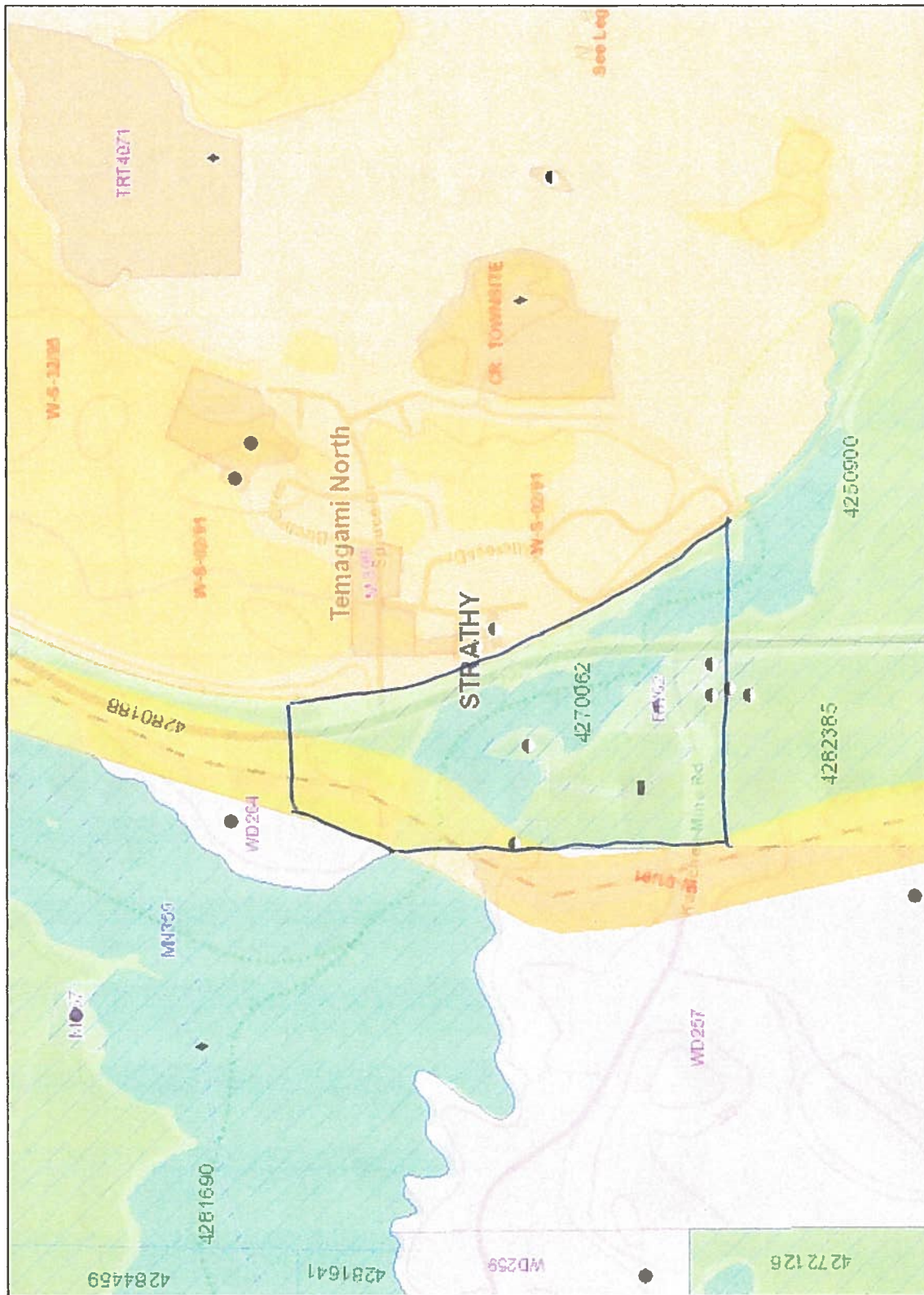
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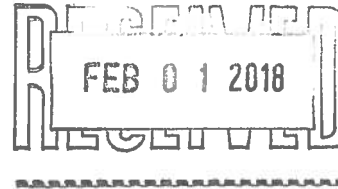


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From: Elaine Gunnell
Sent: Thursday, February 1, 2018 8:35 AM
To: Roxanne St. Germain
Subject: FW: Temagami North and South DWS Inspection Reports
Attachments: Temagami North DWS Inspection Report # 1F7Q2R.pdf; Temagami South DWS Inspection Report # 1-F7QQY.pdf; Risk Methodology sheet EN July 2011.pdf

For incoming.

Elaine Gunnell, Dipl.M.A., AOMC
Municipal Clerk
The Corporation of the Municipality of Temagami
7 Lakeshore Drive, P.O. Box 220
Temagami, ON P0H 2H0
Phone: 705-569-3421 ext 208
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Mayor ☐
Council ☒ *BA*
CAO ☐
Building ☐
Finance ☐ S ☐ C
Ec Dev ☐ S ☐ C
Parks & Rec ☐ S ☐ C
Planning ☐ S ☐ C
Public Wks ☐ S ☐ C
PPP ☐
Social Services ☐
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From: Barry Turcotte
Sent: Thursday, February 1, 2018 7:40 AM
To: Elaine Gunnell <clerk@temagami.ca>
Cc: Deb Larochelle <publicworks@temagami.ca>
Subject: FW: Temagami North and South DWS Inspection Reports

FYI

Barry Turcotte
Public Works Superintendent

From: Duquette, Lori (MOECC) [<mailto:Lori.Duquette@ontario.ca>]
Sent: Friday, January 26, 2018 3:14 PM
To: Patrick Cormier <cao@temagami.ca>
Cc: Barry Turcotte <pwsuper@temagami.ca>; Victor Legault <VLegault@ocwa.com>; 'Rebecca Marshall' <RMarshall@ocwa.com>; Yvan Rondeau <YRondeau@ocwa.com>; Claude Mongrain <CMongrain@ocwa.com>; Ilersich, Sherry (MOECC) <Sherry.ilersich@ontario.ca>; Ryan Peters (petersr@timiskaminghu.com) <petersr@timiskaminghu.com>; Baldwin, Mitch (MNRF) <mitch.baldwin@ontario.ca>
Subject: Temagami North and South DWS Inspection Reports

Mr. Cormier,

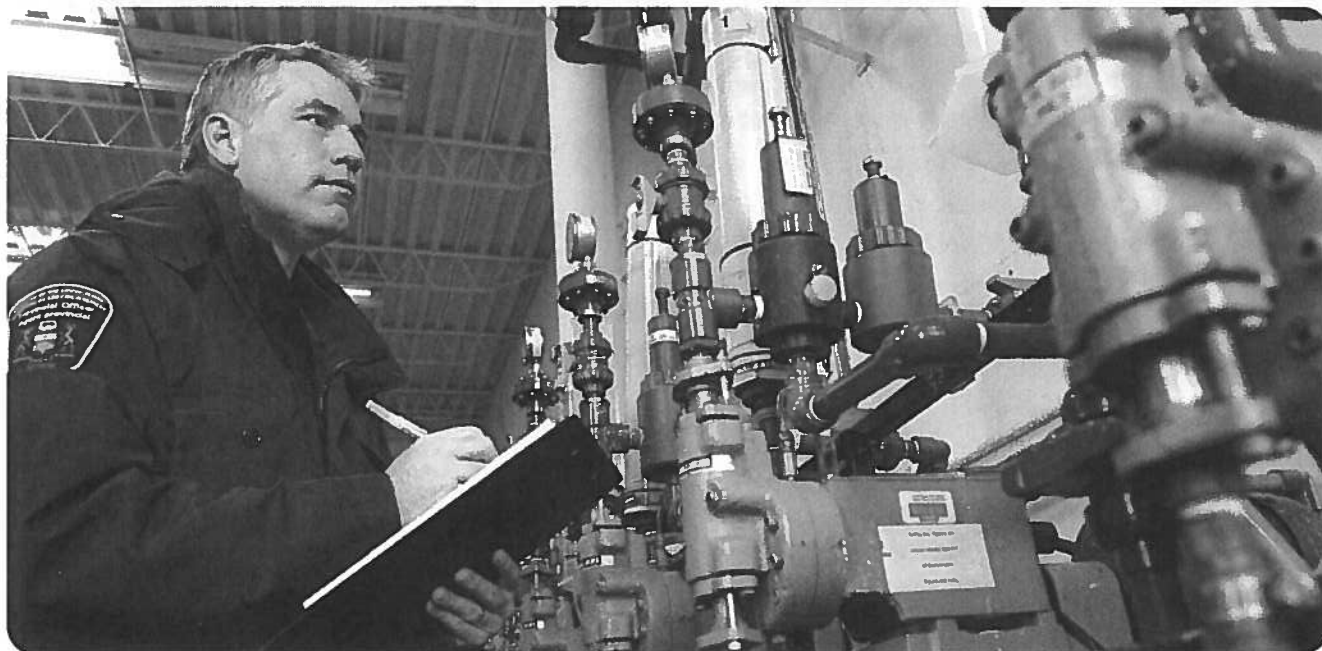
Attached are the inspection reports for inspections conducted on November 23, 2017 at the Temagami North and Temagami South Drinking Water Systems. Also attached is the Inspection Risk Rating methodology memo.

In an attempt to reduce the amount of paper used in distributing inspection reports the Ministry of the Environment and Climate Change has been sending electronic copies of the inspection reports. Please contact me if you wish to receive a paper copy.

Please let me know if you have any problems opening the attachments or questions regarding the inspection.

Regards,

APPLICATION OF THE RISK METHODOLOGY USED FOR MEASURING MUNICIPAL RESIDENTIAL DRINKING WATER SYSTEM INSPECTION RESULTS



The Ministry of the Environment (MOE) has a rigorous and comprehensive inspection program for municipal residential drinking water systems (MRDWS). Its objective is to determine the compliance of MRDWS with requirements under the Safe Drinking Water Act and associated regulations. It is the responsibility of the municipal residential drinking water system owner to ensure their drinking water systems are in compliance with all applicable legal requirements.

This document describes the risk rating methodology, which has been applied to the findings of the Ministry's MRDWS inspection results since fiscal year 2008-09. The primary goals of this assessment

are to encourage ongoing improvement of these systems and to establish a way to measure this progress.

MOE reviews the risk rating methodology every three years to account for legislative and societal changes that affect acceptable risk levels. As a result of the most recent review, the methodology has been modified to present an improved metric for the evaluation of the risk/safety of MRDWS operations.

The Ministry's Municipal Residential Drinking Water Inspection Protocol contains up to 14 inspection modules and consists of approximately 120 regulatory questions. Those protocol questions are also linked to definitive guidance that

ministry inspectors use when conducting MRDWS inspections. The questions address a wide range of regulatory issues, from administrative procedures to drinking water quality monitoring. Additionally, the inspection protocol contains a number of non-regulatory questions.

A team of drinking water specialists in the ministry have assessed each of the inspection protocol regulatory questions to determine the risk (not complying with the regulation) to the delivery of safe drinking water. This assessment was based on established provincial risk assessment principles, with each question receiving a risk rating referred to as the Question Risk Rating. Based on the number of areas where a system is deemed to be non-compliant during the inspection, and the significance of these areas to administrative, environmental, and health consequences, a risk-based inspection rating is calculated by the ministry for each drinking water system.

It is important to be aware that an inspection rating that is less than 100 per cent does not mean that the drinking water from the system is unsafe. It shows areas where a system's operation can improve. To that end, the ministry works with owners and operators of systems to make sure they know what they need to do to achieve full compliance.

The inspection rating reflects the inspection results of the specific drinking water system for the reporting year. Since the methodology is applied consistently over a period of years, it serves as a comparative measure both provincially and in relation to the individual system. Both the drinking water system and the public are able to track the performance over time, which encourages continuous improvement and allows systems to identify specific areas requiring attention.

The ministry's annual inspection program is an important aspect of our drinking water safety net. The ministry and its partners share a common commitment to excellence and we continue to work toward the goal of 100 per cent regulatory compliance.

Determining Potential to Compromise the Delivery of Safe Water

The risk management approach used for MRDWS is aligned with the Government of Ontario's Risk Management Framework. Risk management is a systematic approach to identifying potential hazards; understanding the likelihood and consequences of the hazards; and taking steps to reduce their risk if necessary and as appropriate.

The Risk Management Framework provides a formula to be used in the determination of risk:

$$\text{RISK} = \text{LIKELIHOOD} \times \text{CONSEQUENCE}$$

(of the consequence)

Every regulatory question in the inspection protocol possesses a likelihood value (L) for an assigned consequence value (C) as described in **Table 1** and **Table 2**.

TABLE 1:

Likelihood of Consequence Occurring	Likelihood Value
0% - 0.99% (Possible but Highly Unlikely)	L = 0
1 - 10% (Unlikely)	L = 1
11 - 49% (Possible)	L = 2
50 - 89% (Likely)	L = 3
90 - 100% (Almost Certain)	L = 4

TABLE 2:

Consequence	Consequence Value
Medium Administrative Consequence	C = 1
Major Administrative Consequence	C = 2
Minor Environmental Consequence	C = 3
Minor Health Consequence	C = 4
Medium Environmental Consequence	C = 5
Major Environmental Consequence	C = 6
Medium Health Consequence	C = 7
Major Health Consequence	C = 8

The consequence values (0 through 8) are selected to align with other risk-based programs and projects currently under development or in use within the ministry as outlined in **Table 2**.

The Question Risk Rating for each regulatory inspection question is derived from an evaluation of every identified consequence and its corresponding likelihood of occurrence:

- All levels of consequence are evaluated for their potential to occur
- Greatest of all the combinations is selected.

The Question Risk Rating quantifies the risk of non-compliance of each question relative to the others. Questions with higher values are those with a potentially more significant impact on drinking water safety and a higher likelihood of occurrence. The highest possible value would be 32 (4×8) and the lowest would be 0 (0×1).

Table 3 presents a sample question showing the risk rating determination process.

TABLE 3:							
Does the Operator in Charge ensure that the equipment and processes are monitored, inspected and evaluated?							
Risk = Likelihood × Consequence							
C=1	C=2	C=3	C=4	C=5	C=6	C=7	C=8
Medium Administrative Consequence	Major Administrative Consequence	Minor Environmental Consequence	Minor Health Consequence	Medium Environmental Consequence	Major Environmental Consequence	Medium Health Consequence	Major Health Consequence
L=4 (Almost Certain)	L=1 (Unlikely)	L=2 (Possible)	L=3 (Likely)	L=3 (Likely)	L=1 (Unlikely)	L=3 (Likely)	L=2 (Possible)
R=4	R=2	R=6	R=12	R=15	R=6	R=21	R=16

Application of the Methodology to Inspection Results

Based on the results of a MRDWS inspection, an overall inspection risk rating is calculated. During an inspection, inspectors answer the questions that relate to regulatory compliance and input their responses as “yes”, “no” or “not applicable” into the Ministry’s Laboratory and Waterworks Inspection System (LWIS) database. A “no” response indicates non-compliance. The maximum number of regulatory questions asked by an inspector varies by: system (i.e., distribution, stand-alone), type of inspection (i.e., focused, detailed), and source type (i.e., groundwater, surface water).

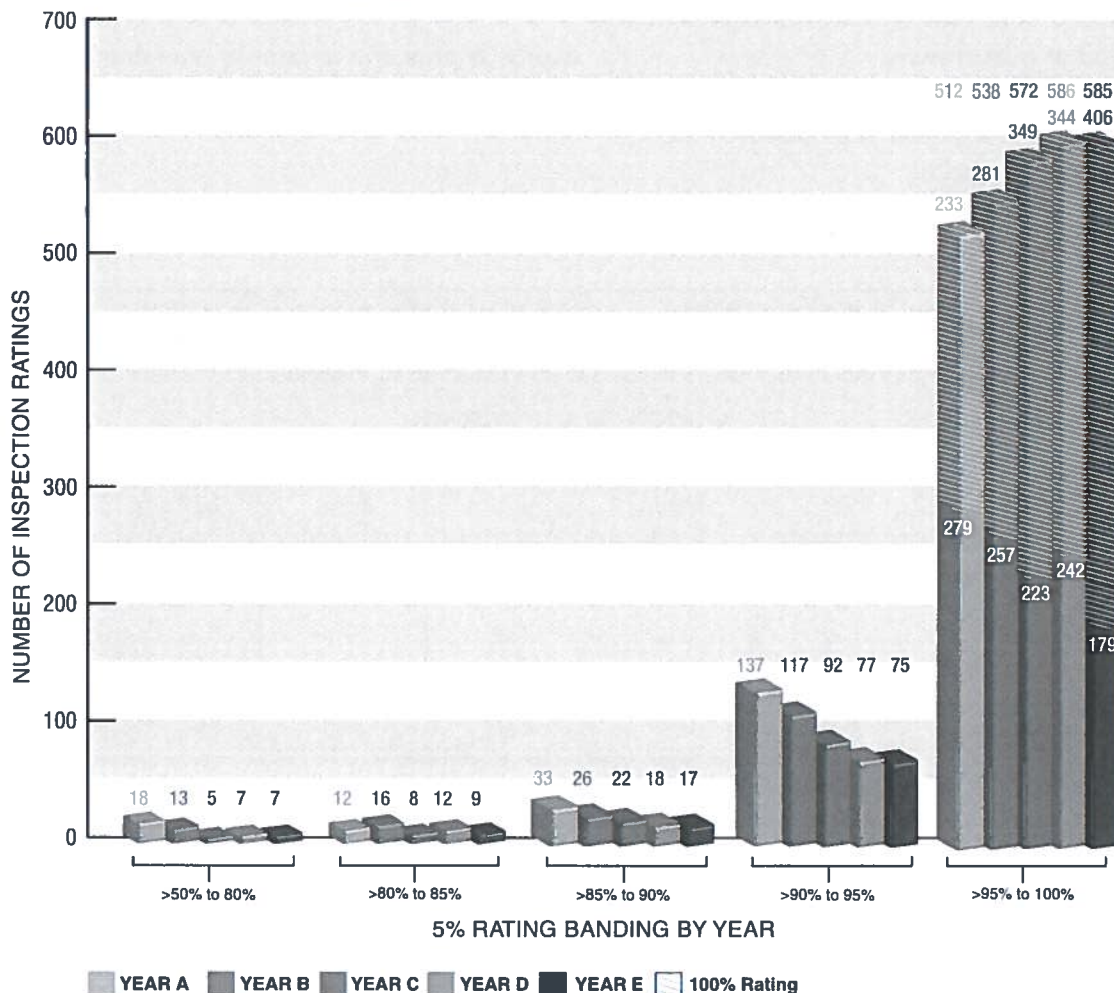
The risk ratings of all non-compliant answers are summed and divided by the sum of the risk ratings of all questions asked (maximum question rating). The resulting inspection risk rating (as a percentage) is subtracted from 100 per cent to arrive at the final inspection rating.

Application of the Methodology for Public Reporting

The individual MRDWS Total Inspection Ratings are published with the ministry's Chief Drinking Water Inspector's Annual Report.

Figure 1 presents the distribution of MRDWS ratings for a sample of annual inspections. Individual drinking water systems can compare against all the other inspected facilities over a period of inspection years.

Figure 1: Year Over Year Distribution of MRDWS Ratings



Reporting Results to MRDWS Owners/Operators

A summary of inspection findings for each system is generated in the form of an Inspection Rating Record (IRR). The findings are grouped into the 14 possible modules of the inspection protocol,

which would provide the system owner/operator with information on the areas where they need to improve. The 14 modules are:

- | | | | |
|-------------------------|------------------------|---------------------------------------|--|
| 1. Source | 5. Process Wastewater | 9. Contingency and Emergency Planning | 12. Water Quality Monitoring |
| 2. Permit to Take Water | 6. Distribution System | 10. Consumer Relations | 13. Reporting, Notification and Corrective Actions |
| 3. Capacity Assessment | 7. Operations Manuals | 11. Certification and Training | 14. Other Inspection Findings |
| 4. Treatment Processes | 8. Logbooks | | |

For further information, please visit www.ontario.ca/drinkingwater

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Ministère de l'Environnement et de l'Action en
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Bureau de District, Timmins/North Bay
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North Bay ON P1A 4K3
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January 26, 2018

via email

Mr. Patrick Cormier
CAO/Clerk
The Corporation of the Municipality of Temagami
P.O. Box 220
Temagami, Ontario
POH 2H0

Dear Mr. Cormier:

Re: Inspection Report for the Temagami North Drinking Water System - Inspection #1-F7Q2R

On November 23, 2017, I conducted the annual inspection of the Temagami North Drinking Water System. The detailed inspection included a physical assessment of the water treatment plant as well as a document review for the period of December 5, 2016 to November 23, 2017. The resulting inspection report is attached.

Section 19 of the Safe Drinking Water Act (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware that the Ministry has encouraged such individuals, particularly municipal councillors, to take steps to be better informed about the drinking water systems over which they have decision making authority. These steps could include asking for a copy of this inspection report and a review of its findings. Further information about Section 19 can be found in *"Taking Care of Your Drinking Water: A guide for members of municipal council"* found under "Resources" on the Drinking Water Ontario website at www.ontario.ca/drinkingwater.

To measure individual inspection results, the Ministry has established an inspection compliance risk framework based on the principles of the Inspection, Investigation & Enforcement (II&E) Secretariat and advice of internal/external risk experts. The Inspection Summary Rating Record (IRR), included as Appendix A of the inspection report, provides a summarized, quantitative measure of the drinking water system's annual inspection and regulated water quality testing performance. Please review the attached IRR methodology memo describing how the risk rating model has improved to better reflect the health related and administrative non-compliance found in the inspection report.

In accordance with the Ministry's Drinking Water Inspection Protocol, electronic copies of this report have been forwarded to the Timiskaming Health Unit and the Ministry of Natural Resources North Bay Office.

If you have any questions or comments regarding this inspection, please feel free to contact me at (705) 495-3804.

Yours truly,



Lori Duquette
Water Inspector/Provincial Officer Badge # 812
North Bay Office
Safe Drinking Water Branch

Attachments

- c: Barry Turcotte, Municipality of Temagami, Public Works Superintendent
Victor Legault, OCWA Northeastern Region, Operations Manager
Claude Mongrain, OCWA Northeastern Region, ORO Temagami North and South WTP
Rebecca Marshall, OCWA Northeastern Region, Process & Compliance Technician (PCT)
Yvan Rondeau, OCWA Northeastern Region, PCT Manager
Ryan Peters, Timiskaming Health Unit, Program Manager
Mitch Baldwin, Ministry of Natural Resources, District Manager of North Bay District Office
Sherry Ilersich, Supervisor, Safe Drinking Water Branch – Timmins/North Bay, MOECC



Ministry of the Environment and Climate Change

TEMAGAMI NORTH DRINKING WATER SYSTEM
Inspection Report

Site Number:	220000433
Inspection Number:	1-F7Q2R
Date of Inspection:	Nov 23, 2017
Inspected By:	Lori Duquette

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Appendices

- A. Ministry Inspection Rating Record (IRR)
- B. Key Reference and Guidance Material for Municipal Residential DWS

OWNER INFORMATION:

Company Name:	TEMAGAMI, THE CORPORATION OF THE MUNICIPALITY OF	Unit Identifier:	P.O. Box 220
Street Number:	7		
Street Name:	LAKESHORE Dr		
City:	TEMAGAMI		
Province:	ON	Postal Code:	P0H 2H0

CONTACT INFORMATION

Type:	Owner	Name:	Patrick Cormier
Phone:	(705) 569-3421	Fax:	(705) 569-2834
Email:	cao@temagami.ca		
Title:	CAO, Municipality of Temagami		

Type:	Owner	Name:	Barry Turcotte
Phone:	(705) 569-3272	Fax:	(705) 569-2834
Email:	publicworks@temagami.ca		
Title:	Superintendent, Public Works, Municipality of Temagami		

Type:	Operating Authority	Name:	Victor Legault
Phone:	(705) 672-5549	Fax:	(705) 672-2534
Email:	vlegault@ocwa.com		
Title:	Senior Operations Manager, OCWA, Northeastern Region		

Type:	Operating Authority	Name:	Claude Mongrain
Phone:	(705) 672-5584	Fax:	(705) 672-2534
Email:	cmongrain@ocwa.com		
Title:	ORO - Temagami North and South DWS, OCWA, Northeastern Region		

Type:	Operating Authority	Name:	Rebecca Marshall
Phone:	(705) 672-5549	Fax:	(705) 672-2534
Email:	rmarshall@ocwa.com		
Title:	Process and Compliance Technician - OCWA		

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Email:	petersr@timiskaminghu.com		
Title:	Program Manager, Timiskaming Health Unit		

Type:	MOECC SDWB	Name:	Sherry Ilersich
Phone:	(705) 495-3834	Fax:	(705) 497-6866
Email:	sherry.ilersich@ontario.ca		
Title:	Water Compliance Supervisor, Timmins / NorthBay		

INSPECTION DETAILS:

Site Name: TEMAGAMI NORTH DRINKING WATER SYSTEM

Site Address:	5 CEDAR AVE S TEMAGAMI ON P0H 2H0
County/District:	Temagami
MOECC District/Area Office:	North Bay Area Office
Health Unit:	TIMISKAMING HEALTH UNIT
Conservation Authority:	
MNR Office:	North Bay Regional Office
Category:	Large Municipal Residential
Site Number:	220000433
Inspection Type:	Unannounced
Inspection Number:	1-F7Q2R
Date of Inspection:	Nov 23, 2017
Date of Previous Inspection:	Dec 05, 2016

COMPONENTS DESCRIPTION

Site (Name): MOE DWS Mapping
Type: DWS Mapping Point

Sub Type:

Site (Name): Net Lake
Type: Source

Sub Type: Surface Water

Comments:

The intake facility for the Temagami North Water Treatment Plant (WTP) is located approximately 165 m off the west shore of Net Lake at 10 m below the low water level of the lake. The raw water is directed by gravity via a 222 metre 250 mm diameter intake pipe to a low lift pumping station consisting of a wet well and two submersible low lift pumps, each rated at 3.8 L/second (328 m³/day). These pumps are controlled by the system PLC (Programmable Logic Controller) and discharge to the two "BCA" water treatment package plants located within the WTP.

Site (Name): Treatment Plant
Type: Treated Water POE

Sub Type: Treatment Facility

Comments:

The system is centred on two "BCA" Pre-Fabricated Water Treatment Plants and their associated treatment and process control components. These treatment trains, their controls and chemical dosing equipment produce filtered water which is directed to three clear wells which have a combined working volume of 268.9 m³. Further chemical treatment for disinfection and pH adjustment is undertaken as the filtered water enters the clear wells and is pumped by the high lift pumps to the distribution subsystem. The plant is equipped with an automated monitoring system which records various component operations, system flows and chemical treatment dosages. The plant operates on a distribution demand basis controlled by water level signals fed back from the water tower. All process and floor drain wastes are directed to waste sumps for pumping to the municipal sewage collection system.

Site (Name): Distribution
Type: Other

Sub Type: Other

Comments:

Temagami North is classified as a Large Municipal Residential Drinking Water System and has 218 service connections serving an estimated population of 300 residents. The distribution system is equipped with a standpipe known as the "North Tower" which has a storage capacity of 732 m³ and assists with maintaining water pressure in the system.

INSPECTION SUMMARY:

Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment and Climate Change (MOECC) legislation as well as evaluating conformance with ministry drinking water related policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment and distribution components as well as management practices.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O.Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This report is based on a "focused" inspection of the system. Although the inspection involved fewer activities than those normally undertaken in a detailed inspection, it contained critical elements required to assess key compliance issues. This system was chosen for a focused inspection because the system's performance met the ministry's criteria, most importantly that there were no deficiencies as identified in O.Reg. 172/03 over the past 3 years. The undertaking of a focused inspection at this drinking water system does not ensure that a similar type of inspection will be conducted at any point in the future.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

Ontario Clean Water Agency (OCWA) personnel Rebecca Marshall, Process and Compliance Technician and Claude Mongrain, Senior Operator accompanied Lori Duquette, Water Inspector/Provincial Officer with the Ministry of the Environment and Climate Change during the inspection of the Temagami North Drinking Water System (DWS) on November 23, 2017. OCWA operates the Temagami North DWS on behalf of the municipality.

The drinking-water system inspection included a physical assessment of the treatment works on November 23, 2017 and a document review for the period from December 5, 2016 until November 23, 2017. This period is referred to as the "inspection period" in this report.

Capacity Assessment

- There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking Water Works Permit issued under Part V of the SDWA.
- The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the Municipal Drinking Water Licence issued under Part V of the SDWA.

The Licence identifies the rated capacity for the Temagami North DWS as 328 m³/day of total flow into the distribution system on any given calendar day.

A review of plant records for this inspection period indicated that the rated capacity noted above was complied with. The maximum daily flow into the distribution system was 322 m³/day on June 13, 2017.

Treatment Processes

- The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.

Treatment Processes

- The owner/operating authority was in compliance with the requirement to prepare Form 1 documents as required by their Drinking Water Works Permit during the inspection period.
- Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities required under Ontario Regulation 170/03 or a Drinking Water Works Permit and/or Municipal Drinking Water Licence issued under Part V of the SDWA at all times that water was being supplied to consumers.

In accordance with O. Reg. 170/03, Schedule 1-2(2)3, surface water systems must consist of chemically assisted filtration and disinfection and achieve an overall performance of at least a 2-log 99% removal/inactivation of *Cryptosporidium* oocysts, a 3-log 99.9% removal/inactivation of *Giardia* cysts, and a 4-log 99.99% removal/inactivation of viruses by the time the water is delivered to the first consumer.

The Temagami North WTP is designed to achieve the above performance criteria using conventional filtration followed by chlorination for primary disinfection. The municipal drinking water licence (MDWL) identifies log removal/inactivation credits assigned to the two processes as the following:

- Conventional Filtration receives 2- log for *Cryptosporidium* oocysts, 2.5- log for *Giardia* cysts and 2- log for viruses;
- Chlorination receives 0.5+ log *Giardia* cysts and 2+ log viruses.

Note: In order to receive full log credits the treatment process must be fully operational and the credit assignment criteria met.

Chlorination

The CT calculation verified by the Ministry included the following worst-case operating conditions

- Treated water flow rate = 9.58 L/s
- Clear well level = 1.4 m
- Water temperature = 0.5 °C
- pH of water = 8.5
- minimum free chlorine residual after contact time of 0.82 mg/L

However, at the time of the inspection the following operational CT parameter values were being used to set alarmsto ensure CT was met at all times:

- Treated water flow rate = 19 L/s
- Clear well level = 1.75 m
- Water temperature = 0.5 °C
- pH of water = 8.0
- minimum free chlorine residual after contact time of 0.85 mg/L

Conventional Filtration

In order to receive the full log removal credits assigned to conventional filtration the filtration process must meet the following criteria which are listed in the Municipal Drinking Water Licence No. 201-102, Issue No. 2, in Schedule E;

1. A chemical coagulant shall be used at all times when the treatment plant is in operation,
2. Chemical dosages shall be monitored and adjusted in response to variation in raw water quality,
3. Effective backwash procedures shall be maintained including filter to waste or an equivalent procedure during filter ripening to ensure that the effluent turbidity requirements are met all times,
4. Filtrate turbidity is continuously monitored from each filter, and
5. The plant is operated to meet the performance criterion for filtered water turbidity of less than or equal to 0.3 NTU in 95% of the measurements each month for each filter.

Based on a review of the continuous trends for the above noted parameters and a review of the alarm logs and CT

Treatment Processes

calculations performed when operating outside of the above range, CT and the conventional filtration log removal credit requirements were met for the duration of this inspection period.

- Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.

Treatment Process Monitoring

- Primary disinfection chlorine monitoring was conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved.
- Continuous monitoring of each filter effluent line was being performed for turbidity.
- The secondary disinfectant residual was measured as required for the distribution system.
- Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.
- All continuous monitoring equipment utilized for sampling and testing required by O. Reg. 170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6.

The free chlorine residual low level alarm after primary disinfection was set at 0.85 mg/L. This alarm set point immediately shutdown the plant and called the on-call staff.

The filter effluent turbidity alarm set point was set at 1.0 NTU and triggered an on-site audible alarm and called the on-call staff. Also, if the filter effluent turbidity remained above 1.0 NTU for 10 minutes a plant shutdown is triggered and a second alarm is sent to the on-call operator.

- Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format.
- All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation.

Operations Manuals

- The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.
- The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.

Logbooks

- Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person

Logbooks

who suffices the requirements of O. Reg. 170/03 7-5.

Security

- **The owner had provided security measures to protect components of the drinking water system.**

Current security measures provided for the Temagami North DWS include the following:

- Locked doors on all buildings (i.e. water treatment plant and water tower);
- An intruder alarm system at the water treatment plant; and
- Frequent visits by operational staff.

Certification and Training

- **The overall responsible operator had been designated for each subsystem.**
Mr. Claude Mongrain was the Overall Responsible Operator (ORO) for the Temagami North DWS.
- **Operators in charge had been designated for all subsystems which comprised the drinking-water system.**
- **All operators possessed the required certification.**
- **Only certified operators made adjustments to the treatment equipment.**

Water Quality Monitoring

- **All microbiological water quality monitoring requirements for distribution samples were being met.**

Section 10-2 of Schedule 10 of O. Reg. 170/03 required the owner and operating authority for the system to ensure that at least eight (8) water samples were collected monthly from the distribution system sites (based on estimated population of 300). Samples must be tested for E.coli, total coliforms and 25% of those samples tested for general background population expressed as colony counts on a heterotrophic plate count.

Based on a review of the documentation provided during this inspection period, a minimum of two (2) samples were collected weekly from the distribution system. Of the eight to ten samples collected monthly over 25% of them were tested for HPC as required by section 10-2 of O. Reg. 170/03.

- **All microbiological water quality monitoring requirements for treated samples were being met.**

Section 10-3 of Schedule 10 of O. Reg. 170/03 required the owner and the operating authority for the system to ensure that at least one sample of treated water was collected weekly and tested for E.coli, total coliforms and general background population expressed as colony counts on a heterotrophic plate count.

- **All inorganic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Section 13-2 of Schedule 13 of O. Reg. 170/03 requires the owner and operating authority of the system to ensure that at least one sample of treated water was collected every 12 months and tested for every parameter set out in Schedule 23. The most recent sample was collected on October 10, 2017.

- **All organic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Section 13-4 of Schedule 13 of O. Reg. 170/03 requires the owner and operating authority of the system to ensure that at least one sample of treated water is collected every 12 months and tested for every parameter set out in

Water Quality Monitoring

Schedule 24. The most recent sample was collected on October 10, 2017.

- **All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.**

Section 13-6.1 of Schedule 13 to O. Reg. 170/03 requires the owner and operating authority for the system to ensure that at least one distribution sample is taken in each calendar quarter, from a point in the drinking water system's distribution system, or plumbing that is connected to the drinking water system, that is likely to have an elevated potential for the formation of haloacetic acids (HAA), and have them tested for HAA.

During this inspection period samples for HAA were collected by the operating authority on January 9, April 10, July 10 and October 10, 2017.

NOTE: It is worth noting that the most suitable sampling location for HAA's should be determined by sampling a variety of locations throughout the distribution system that includes locations nearer the point of entry to the distribution system, the middle and the end. HAA's are known to decline over time within the distribution system and may or may not be best represented at the extremities of the distribution system.

- **All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.**

Section 13-6 of Schedule 13 of O. Reg. 170/03 requires the owner and the operating authority for the system to ensure that at least one water sample was collected every calendar quarter from points in the distribution system (including connected plumbing) likely to have an elevated potential for the formation of trihalomethanes (THM). The operating authority completed the sampling in accordance with the regulatory requirements.

During this inspection period samples for THM were collected by the operating authority on January 9, April 10, July 10 and October 10, 2017. The running annual average (RAA) for THM as of October 2017 was 45.2 µg/L.

- **All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency for the DWS.**

Section 13-7 of Schedule 13 of O. Reg. 170/03 requires the owner and the operating authority for the system to ensure that at least one treated water sample was collected every three months and tested for nitrate and nitrite.

During this inspection period samples were collected on January 9, April 10, July 10 and October 10, 2017.

- **All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Section 13-8 of Schedule 13 of O. Reg. 170/03 requires the owner and the operating authority for the system to ensure that at least one treated water sample was collected every 60 months and tested for sodium. The most recent samples were collected in October 2017. Two samples were collected, the first exceeded the maximum acceptable concentration (MAC) of 20 mg/L with a result of 26.5 mg/L, and the resample was 23.7 mg/L.

- **All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Section 13-9 of Schedule 13 of O. Reg. 170/03 requires the owner and the operating authority for the system to ensure that at least one treated water sample was collected every 60 months and tested for fluoride. The most recent sample was collected on October 10, 2017.

- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**

Water Quality Assessment

- Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).

Reporting & Corrective Actions

- Corrective actions (as per Schedule 17) had been taken to address adverse conditions, including any other steps that were directed by the Medical Officer of Health.

During this inspection period, the operating authority of the system reported one (1) adverse water quality incident report relating to a sodium exceedance to the Medical Officer of Health (MOH) and the ministry. A resample was collected and any additional requirements from the MOH were completed.

- All required notifications of adverse water quality incidents were immediately provided as per O. Reg. 170/03 16-6.
- Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

Not Applicable

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.

Not Applicable

SIGNATURES

Inspected By:

Lori Duquette

Signature: (Provincial Officer)



Reviewed & Approved By:

Sherry Ilersich

Signature: (Supervisor)



Review & Approval Date:



Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.

APPENDIX A

INSPECTION RATING RECORD

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2017-2018)

DWS Name: TEMAGAMI NORTH DRINKING WATER SYSTEM
DWS Number: 220000433
DWS Owner: Temagami, The Corporation Of The Municipality Of
Municipal Location: Temagami

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Focused
Inspection Date: November 23, 2017
Ministry Office: North Bay Area Office

Maximum Question Rating: 485

Inspection Module	Non-Compliance Rating
Capacity Assessment	0 / 30
Treatment Processes	0 / 60
Operations Manuals	0 / 28
Logbooks	0 / 14
Certification and Training	0 / 42
Water Quality Monitoring	0 / 112
Reporting & Corrective Actions	0 / 66
Treatment Process Monitoring	0 / 133
TOTAL	0 / 485

Inspection Risk Rating 0.00%

FINAL INSPECTION RATING: 100.00%

Ministry of the Environment - Detailed Inspection Rating Record (Reporting Year - 2017-2018)

DWS Name: TEMAGAMI NORTH DRINKING WATER SYSTEM
DWS Number: 220000433
DWS Owner: Temagami, The Corporation Of The Municipality Of
Municipal Location: Temagami

Regulation: O.REG 170/03

Category: Large Municipal Residential System

Type Of Inspection: Focused

Inspection Date: November 23, 2017

Ministry Office: North Bay Area Office

Maximum Question Rating: 485

Inspection Risk Rating 0.00%

FINAL INSPECTION RATING: 100.00%

APPENDIX B

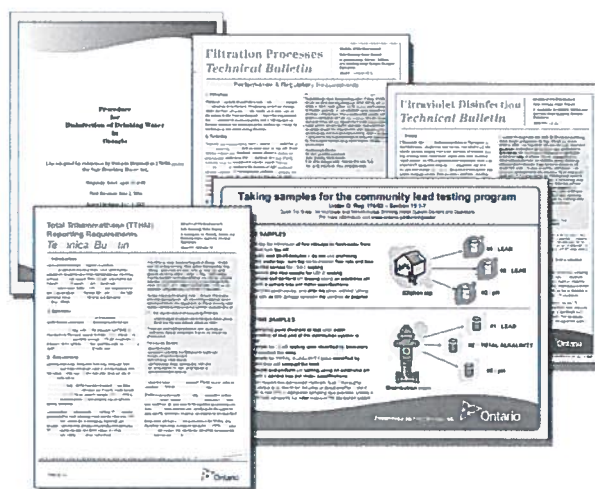
Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Public Information Centre if you need assistance or have questions at 1-800-565-4923/416-325-4000 or picemail.moe@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/drinkingwater and email drinking.water@ontario.ca to subscribe to drinking water news.



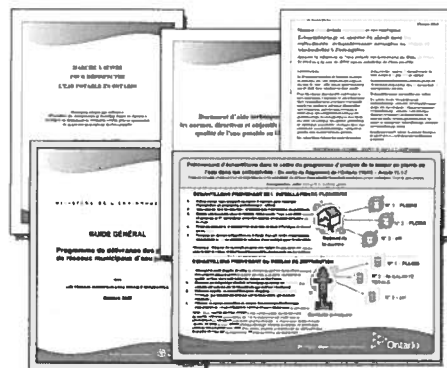
PUBLICATION TITLE	PUBLICATION NUMBER
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	7889e01
FORMS: Drinking Water System Profile Information, Laboratory Services Notification, Adverse Test Result Notification Form	7419e, 5387e, 4444e
Procedure for Disinfection of Drinking Water in Ontario	4448e01
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	7152e
Total Trihalomethane (TTHM) Reporting Requirements Technical Bulletin (February 2011)	8215e
Filtration Processes Technical Bulletin	7467
Ultraviolet Disinfection Technical Bulletin	7685
Guide for Applying for Drinking Water Works Permit Amendments, Licence Amendments, Licence Renewals and New System Applications	7014e01
Certification Guide for Operators and Water Quality Analysts	
Guide to Drinking Water Operator Training Requirements	9802e
Taking Samples for the Community Lead Testing Program	6560e01
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	7423e
Guide: Requesting Regulatory Relief from Lead Sampling Requirements	6610
Drinking Water System Contact List	7128e
Technical Support Document for Ontario Drinking Water Quality Standards	4449e01

ontario.ca/drinkingwater

Principaux guides et documents de référence sur les réseaux résidentiels municipaux d'eau potable

De nombreux documents utiles peuvent vous aider à exploiter votre réseau d'eau potable. Vous trouverez ci-après une liste de documents que les propriétaires et exploitants de réseaux résidentiels municipaux d'eau potable utilisent fréquemment.

Pour accéder à ces documents en ligne, cliquez sur leur titre dans le tableau ci-dessous ou faites une recherche à l'aide de votre navigateur Web. Communiquez avec le Centre d'information au public au 1 800 565-4923 ou au 416 325-4000, ou encore à picemail.moe@ontario.ca si vous avez des questions ou besoin d'aide.



Pour plus de renseignements sur l'eau potable en Ontario, consultez le site www.ontario.ca/eaupotable ou envoyez un courriel à drinking.water@ontario.ca pour suivre l'information sur l'eau potable.

TITRE DE LA PUBLICATION	NUMÉRO DE PUBLICATION
Prendre soin de votre eau potable – Un guide destiné aux membres des conseils municipaux	7889f01
Renseignements sur le profil du réseau d'eau potable, Avis de demande de services de laboratoire, Formulaire de communication de résultats d'analyse insatisfaisants et du règlement des problèmes	7419f, 5387f, 4444f
Marche à suivre pour désinfecter l'eau potable en Ontario	4448f01
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids (en anglais seulement)	7152e
Total Trihalomethane (TTHM) Reporting Requirements: Technical Bulletin (février 2011) (en anglais seulement)	8215e
Filtration Processes Technical Bulletin (en anglais seulement)	7467
Ultraviolet Disinfection Technical Bulletin (en anglais seulement)	7685
Guide de présentation d'une demande de modification du permis d'aménagement de station de production d'eau potable, de modification du permis de réseau municipal d'eau potable, de renouvellement du permis de réseau municipal d'eau potable et de permis pour un nouveau réseau	7014f01
Guide sur l'accréditation des exploitants de réseaux d'eau potable et des analystes de la qualité de l'eau de réseaux d'eau potable	
Guide sur les exigences relatives à la formation des exploitants de réseaux d'eau potable	9802f
Prélèvement d'échantillons dans le cadre du programme d'analyse de la teneur en plomb de l'eau dans les collectivités	6560f01
Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l'exemption	7423f
Guide: Requesting Regulatory Relief from Lead Sampling Requirements (en anglais seulement)	6610
Liste des personnes-ressources du réseau d'eau potable	7128f
Document d'aide technique pour les normes, directives et objectifs associés à la qualité de l'eau potable en Ontario	4449f01

ontario.ca/eaupotable

Ministry of the Environment and
Climate Change
Safe Drinking Water Branch
Timmins/North Bay District
191 Booth Road
Unit 16 & 17
North Bay, ON P1A 4K3
Tel.: 705-497-6865
Fax: 705-497-6866

Ministère de l'Environnement et de l'Action en
matière de changement climatique
Direction du contrôle de la qualité de l'eau potable
Bureau de District, Timmins/North Bay
191 rue Booth
unité 16 et 17
North Bay ON P1A 4K3
Tél. : 705-497-6865
Télééc. : 705-497-6866



January 26, 2018

via email

Mr. Patrick Cormier
CAO/Clerk
The Corporation of the Municipality of Temagami
P.O. Box 220
Temagami, Ontario
P0H 2H0

Dear Mr. Cormier:

Re: Inspection Report for the Temagami South Drinking Water System - Inspection #1-F7QQY

On November 23, 2017, I conducted the annual inspection of the Temagami South Drinking Water System. The detailed inspection included a physical assessment of the water treatment plant as well as a document review for the period of December 5, 2016 to November 23, 2017. The resulting inspection report is attached.

Two sections of the report, namely, "*Actions Required*" and "*Recommended Actions*" identify aspects of the drinking water system's operation with the potential for improvement.

Please note that "*Actions Required*" are linked to incidents of non-compliance with regulatory requirements contained within an Act, a Regulation or site-specific approvals, licenses, permits, orders, or instructions. Such violations could result in the issuance of mandatory abatement instruments including Orders, tickets, penalties, or referrals to the Ministry's Investigations and Enforcement Branch.

"*Recommended Actions*" convey information that the owner and operating authority should consider implementing in order to advance efforts already in place to address such issues as emergency preparedness, the fulsome availability of information to consumers and conformance with existing and emerging industrial standards. Please note items which appear as 'recommended actions' do not, in themselves, constitute violations.

Section 19 of the Safe Drinking Water Act (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware that the Ministry has encouraged such individuals, particularly municipal councillors, to take steps to be better informed about the drinking water systems over which they have decision making authority. These steps could include asking for a copy of this inspection report and a review of its findings. Further information about Section 19 can be found in "*Taking Care of Your Drinking Water: A guide for members of municipal council*" found under "Resources" on the Drinking Water Ontario website at www.ontario.ca/drinkingwater.

To measure individual inspection results, the Ministry has established an inspection compliance risk framework based on the principles of the Inspection, Investigation & Enforcement (II&E)

Yours truly,



Lori Duguet
Water Inspector/Provincial Officer Badge # 812
North Bay Office
Safe Drinking Water Branch

Attachments

- c: Barry Turcotte, Municipality of Temagami, Public Works Superintendent
- Victor Legault, OCWA Northeastern Region, Operations Manager
- Claude Mongrain, OCWA Northeastern Region, ORO Temagami North and South WTP
- Rebecca Marshall, OCWA Northeastern Region, Process & Compliance Technician (PCT)
- Yvan Rondeau, OCWA Northeastern Region, PCT Manager
- Ryan Peters, Timiskaming Health Unit, Program Manager
- Mitch Baldwin, Ministry of Natural Resources, District Manager of North Bay District Office
- Sherry Ilersich, Supervisor, Safe Drinking Water Branch – Timmins/North Bay, MOECC



Ministry of the Environment and Climate Change

TEMAGAMI SOUTH DRINKING WATER SYSTEM
Inspection Report

Site Number:	220000424
Inspection Number:	1-F7QQY
Date of Inspection:	Nov 23, 2017
Inspected By:	Lori Duquette

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Appendices

- A. Ministry Inspection Rating Record (IRR)
- B. Key Reference and Guidance Material for Municipal Residential DWS

OWNER INFORMATION:

Company Name:	TEMAGAMI, THE CORPORATION OF THE MUNICIPALITY OF		
Street Number:	7	Unit Identifier:	P.O. Box 220
Street Name:	LAKESHORE Dr		
City:	TEMAGAMI		
Province:	ON	Postal Code:	P0H 2H0

CONTACT INFORMATION

Type:	Owner	Name:	Patrick Cormier
Phone:	(705) 569-3421	Fax:	(705) 569-2834
Email:	cao@temagami.ca		
Title:	CAO, Municipality of Temagami		

Type:	Owner	Name:	Barry Turcotte
Phone:	(705) 569-3272	Fax:	(705) 569-2834
Email:	publicworks@temagami.ca		
Title:	Superintendent, Public Works, Municipality of Temagami		

Type:	Operating Authority	Name:	Victor Legault
Phone:	(705) 672-5549	Fax:	(705) 672-2534
Email:	vlegault@ocwa.com		
Title:	Senior Operations Manager, OCWA, Northeastern Region		

Type:	Operating Authority	Name:	Claude Mongrain
Phone:	(705) 672-5584	Fax:	(705) 672-2534
Email:	cmongrain@ocwa.com		
Title:	ORO - Temagami North and South DWS, OCWA, Northeastern Region		

Type:	Operating Authority	Name:	Rebecca Marshall
Phone:	(705) 648-4267	Fax:	(705) 567-7974
Email:	rmarshall@ocwa.com		
Title:	Process and Compliance Technician		

Type:	MOECC SDWB	Name:	Sherry Ilersich
Phone:	(705) 495-3834	Fax:	(705) 497-6866
Email:	sherry.ilersich@ontario.ca		
Title:	Water Compliance Supervisor, Timmins / NorthBay		

Type:	Timiskaming Health Unit	Name:	Ryan Peters
Phone:	(705) 647-4305 x2250	Fax:	(705) 647-5779
Email:	petersr@timiskaminghu.com		
Title:	Program Manager, Timiskaming Health Unit		

INSPECTION DETAILS:

Site Name: TEMAGAMI SOUTH DRINKING WATER SYSTEM

Site Address: 39 LAKESHORE DR E TEMAGAMI ON P0H 2H0
County/District: Temagami
MOECC District/Area Office: North Bay Area Office
Health Unit: TIMISKAMING HEALTH UNIT
Conservation Authority:
MNR Office: North Bay Regional Office
Category: Large Municipal Residential
Site Number: 220000424
Inspection Type: Unannounced
Inspection Number: 1-F7QQY
Date of Inspection: Nov 23, 2017
Date of Previous Inspection: Dec 05, 2016

COMPONENTS DESCRIPTION

Site (Name): MOE DWS Mapping
Type: DWS Mapping Point

Sub Type:

Site (Name): Lake Temagami
Type: Source

Sub Type: Surface Water

Comments:

The Temagami South Water Treatment Plant (WTP) draws its raw water from Lake Temagami through a 1524 mm diameter by 1220 mm high intake structure located on the lake bottom at a depth of 5.7 m. The intake pipe is 200 mm in diameter, 20 m long and directs water by gravity to a low lift pumping station consisting of a wet well and two submersible low lift pumps, each rated at 11 L/s (950 m³/day). These pumps are controlled by the treatments system PLC and discharge to the two package plants located within the WTP.

Site (Name): Treatment Plant
Type: Treated Water POE

Sub Type: Treatment Facility

Comments:

The upgrade design of the Temagami South WTP consists of two (2) pre-fabricated treatment trains. The treatment is centred on a BCA Pre-Fabricated package treatment plant and upgrades to the already existing Neptune Microfloc "Trident" package treatment plant, along with their associated treatment and process control components. The plants and their respective control and chemical dosing equipment, direct filtered water to two (2) clear wells having a combined working volume of 280.68 m³. Further chemical treatment for disinfection and pH adjustment is undertaken as the filtered water enters the clear wells and as it is pumped by the high lift pumps to the distribution subsystem. The plant is equipped with an automated monitoring system which records various component operations, system flow rates and chemical treatment dosages. The plants operate on a distribution demand basis controlled by water level signals fed back from the storage standpipe. All process and floor drain wastes are directed to waste sumps for pumping to the municipal sanitary collection system.

Site (Name): Distribution
Type: Other

Sub Type: Reservoir

Comments:

The drinking water system (DWS) supplying water to Temagami South is classified as a large municipal residential DWS and has 182 service connections serving an estimated population of 350 residents. The distribution system is equipped with an elevated storage reservoir known as the "South Tower" which has a working storage capacity of 570 m³ and assists with maintaining water pressure in the system.

INSPECTION SUMMARY:

Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment and Climate Change (MOECC) legislation as well as evaluating conformance with ministry drinking water related policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment and distribution components as well as management practices.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O.Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This report is based on a "focused" inspection of the system. Although the inspection involved fewer activities than those normally undertaken in a detailed inspection, it contained critical elements required to assess key compliance issues. This system was chosen for a focused inspection because the system's performance met the ministry's criteria, most importantly that there were no deficiencies as identified in O.Reg. 172/03 over the past 3 years. The undertaking of a focused inspection at this drinking water system does not ensure that a similar type of inspection will be conducted at any point in the future.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

Ontario Clean Water Agency (OCWA) personnel Rebecca Marshall, Process and Compliance Technician and Claude Mongrain, Senior Operator accompanied Lori Duquette, Water Inspector/Provincial Officer with the Ministry of the Environment and Climate Change during the inspection of the Temagami South Drinking Water System (DWS) on November 23, 2017. OCWA operates the Temagami South DWS on behalf of the municipality.

The drinking-water system inspection included a physical assessment of the treatment works on November 23, 2017 and a document review for the period from December 5, 2016 until November 23, 2017. This period is referred to as the "inspection period" in this report.

Capacity Assessment

- There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking Water Works Permit issued under Part V of the SDWA.
- The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the Municipal Drinking Water Licence issued under Part V of the SDWA.

The Licence identifies the rated capacity for the Temagami South DWS as 950 m³/day of total flow into the distribution system on any given calendar day.

A review of plant records for this inspection period indicated that the rated capacity noted above was complied with. The maximum daily flow into the distribution system was 394 m³/day on June 20, 2017.

Treatment Processes

- The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.

Treatment Processes

Note: At the time of the inspection, it was identified that one of the backwash pumps was broken and will need to be removed to be sent away for repair.

- **The owner/operating authority was in compliance with the requirement to prepare Form 1 documents as required by their Drinking Water Works Permit during the inspection period.**
- **Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities required under Ontario Regulation 170/03 or a Drinking Water Works Permit and/or Municipal Drinking Water Licence issued under Part V of the SDWA at all times that water was being supplied to consumers.**

In accordance with O. Reg. 170/03, Schedule 1-2(2)3, surface water systems must consist of chemically assisted filtration and disinfection and achieve an overall performance of at least a 2-log 99% removal/inactivation of *Cryptosporidium* oocysts, a 3-log 99.9% removal/inactivation of *Giardia* cysts, and a 4-log 99.99% removal/inactivation of viruses by the time the water is delivered to the first consumer.

The Temagami South WTP is designed to achieve the above performance criteria using conventional filtration followed by chlorination for primary disinfection. The municipal drinking water licence (MDWL) identifies log removal/inactivation credits assigned to the two processes as the following:

- Conventional Filtration receives 2-log for *Cryptosporidium* oocysts, 2.5-log for *Giardia* cysts and 2-log for viruses;
- Chlorination receives 0.5+ log *Giardia* cysts and 2+ log viruses.

Note: In order to receive full log credits the treatment process must be fully operational and the credit assignment criteria met.

Chlorination

The CT calculation verified by the Ministry included the following worst-case operating conditions

- Treated water flow rate = 11 L/s
- Clear well level = 1.5 m
- Water temperature = 0.5 °C
- pH of water = 8.0
- minimum free chlorine residual after contact time of 0.90 mg/L

However, at the time of the inspection the following operational CT parameter values were being used to set alarms to ensure CT was met at all times:

Treated water flow rate = 20 L/s

- Clear well level = 2.2 m
- Water temperature = 3.0 °C
- pH of water = 7.8
- minimum free chlorine residual after contact time of 1.0 mg/L

Based on a review of the continuous trends for the above noted parameters and a review of the alarm logs and CT calculations performed when operating outside of the above range, CT was met for the duration of this inspection period.

Conventional Filtration

In order to receive the full log removal credits assigned to conventional filtration the filtration process must meet the following criteria which are listed in the Municipal Drinking Water Licence No. 201-102, Issue No. 2, in Schedule E;

1. A chemical coagulant shall be used at all times when the treatment plant is in operation,
2. Chemical dosages shall be monitored and adjusted in response to variation in raw water quality,
3. Effective backwash procedures shall be maintained including filter to waste or an equivalent procedure during filter ripening to ensure that the effluent turbidity requirements are met all times,

Treatment Processes

4. Filtrate turbidity is continuously monitored from each filter, and
5. The plant is operated to meet the performance criterion for filtered water turbidity of less than or equal to 0.3 NTU in 95% of the measurements each month for each filter.

Based on a review of the filter effluent turbidity trends and operational information provided, for the duration of this inspection period, the above noted conventional filtration criteria were met.

- **Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.**

Treatment Process Monitoring

- **Primary disinfection chlorine monitoring was conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved.**
- **Continuous monitoring of each filter effluent line was being performed for turbidity.**
- **The secondary disinfectant residual was measured as required for the distribution system.**
- **Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.**

Subsection 6-5(1)3 of Schedule 6 to O. Reg. 170/03 requires that test results recorded by continuous monitoring equipment for sampling and testing required by this regulation or under drinking water works permit and licence be examined within 72 hours by a certified operator. The legislative requirement to review the continuous data is intended to ensure that operators have examined the trends and verified that the continuous monitoring equipment was working properly and that the water treatment equipment achieved the log removal requirements for primary disinfection.

Based on a review of records for this inspection period, the operators have been examining the continuous data within the required timeframe and recording this information in the logs.

- **All continuous monitoring equipment utilized for sampling and testing required by O. Reg. 170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were not equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6.**

Subsection 6-5(1)5 of Schedule 6 to O. Reg. 170/03 requires continuous monitoring equipment to be designed and operated such that either an alarm must sound immediately at the location where the equipment conducts tests and at a location where a person is present, if a person is not always present at the location where the equipment conducts tests or ensure that no water is directed to users, if the equipment malfunctions or loses power or a test result for a parameter is above or below the alarm standard.

The free chlorine residual low level alarm after primary disinfection was set at 1.0 mg/L. This alarm set point immediately shutdown the plant and called the on-call staff.

Additionally, the filter effluent turbidity alarm set point was set at 1.0 NTU and triggered an on-site audible alarm and called the on-call staff if the effluent valve was open. Also, if the filter effluent turbidity remained above 1.0 NTU for 10 minutes a plant shutdown was triggered and a second alarm was sent to the on-call operator. However, it was noted that the filter turbidity analyzer malfunctioned on October 2, 2017 (i.e bulb failure) without an alarm being

Treatment Process Monitoring

triggered. Upon further review it was noted that the alarm feature for bulb failure was not enabled.

Failure to ensure that the filter effluent turbidity analyzer is equipped with an alarms meeting the requirements of subsection 6-5(1) 5 of schedule 6 is a violation of O. Reg. 170/03.

Please refer to item # 1 in the section entitled "Non-Compliance with Regulatory Requirements and Actions Required" located on page 11 for further direction related to this item.

- **Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was not performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and/or was not recording data with the prescribed format.**

During this inspection period there was one (1) instance where problems with the analyzer resulted in the filter effluent turbidity not being tested and recorded at the required frequency.

As previously noted, on October 2, 2017, the filter effluent turbidity analyzer for filter # 2 had a bulb failure which resulted in the trends flat lining for a period of 3 hours and 34 minutes without an alarm being triggered. It was indicated that the plant was offline for most of this time and that water was only being produced for a period of 56 minutes while the analyzer was not functioning (i.e. 10:04 am to 11 am). The analyzer value was stuck at 0.00 NTU. Once the problem was noted by the operator, the plant was shutdown, bulb replaced and analyzer examined to determine why an alarm was not triggered. Upon further examination, the instrument technician noticed that the analyzer was not set to alarm in the event of a bulb failure (i.e. malfunction). The alarm feature has since been enabled.

Failure to ensure that continuous analyzer tests for filter effluent turbidity within the required frequency is a violation of section 6-5(1)1 of schedule 6 to O. Reg. 170/03.

Please refer to item # 2 in the section entitled "Non-Compliance with Regulatory Requirements and Actions Required" located on page 11 for further discussion related to this item.

- **All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation.**

Operations Manuals

- **The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.**
- **The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.**

Logbooks

- **Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.**

Security

- **The owner had provided security measures to protect components of the drinking water system.**

Current security measures provided for the Temagami South DWS include the following:

Security

- Locked doors on all buildings (i.e. water treatment plant and water tower);
- An intruder alarm system at the water treatment plant; and
- Frequent visits by operational staff.

Certification and Training

- **The overall responsible operator had been designated for each subsystem.**
Mr. Claude Mongrain was the Overall Responsible Operator (ORO) for the Temagami South DWS.
- **Operators in charge had been designated for all subsystems which comprised the drinking-water system.**
- **All operators possessed the required certification.**
- **Only certified operators made adjustments to the treatment equipment.**

Water Quality Monitoring

- **All microbiological water quality monitoring requirements for distribution samples were being met.**

Section 10-2 of Schedule 10 of O. Reg. 170/03 requires the owner and operating authority for the system to ensure that at least eight water samples were collected monthly from distribution system sites (based on estimated population of 350). Samples must be tested for E.coli, total coliforms and 25% of those samples tested for general background population expressed as colony counts on a heterotrophic plate count.

Based on a review of the documentation provided during this inspection period, a minimum of two (2) samples were collected weekly from the distribution system. Of the eight to ten samples collected monthly over 25% of them were tested for HPC as required by section 10-2 of O. Reg. 170/03.

- **All microbiological water quality monitoring requirements for treated samples were being met.**

Section 10-3 of Schedule 10 of O. Reg. 170/03 required the owner and the operating authority for the system to ensure that at least one sample of treated water was collected weekly and tested for E.coli, total coliforms and general background population expressed as colony counts on a heterotrophic plate count.

- **All inorganic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Section 13-2 of Schedule 13 of O. Reg. 170/03 requires the owner and the operating authority for the system to ensure that at least one sample of treated water was collected every 12 months and tested for every parameter set out in Schedule 23. During this inspection period, samples were collected on October 10, 2017.

- **All organic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Section 13-4 of Schedule 13 of O. Reg. 170/03 requires the owner and the operating authority for the system to ensure that at least one sample of treated water was collected every 12 months and tested for every parameter set out in Schedule 24. During this inspection period, samples were collected on October 10, 2017.

- **All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.**

Section 13-6.1 of Schedule 13 to O. Reg. 170/03 requires the owner and operating authority for the system to ensure that at least one distribution sample is taken in each calendar quarter, from a point in the drinking water

Water Quality Monitoring

system's distribution system, or plumbing that is connected to the drinking water system, that is likely to have an elevated potential for the formation of haloacetic acids (HAA), and have them tested for HAA.

During this inspection period samples for HAA were collected by the operating authority on January 9, April 10, July 10 and October 10, 2017.

NOTE: It is worth noting that the most suitable sampling location for HAA's should be determined by sampling a variety of locations throughout the distribution system that includes locations nearer the point of entry to the distribution system, the middle and the end. HAA's are known to decline over time within the distribution system and may or may not be best represented at the extremities of the distribution system.

- **All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.**

Section 13-6 of Schedule 13 of O. Reg. 170/03 requires the owner and the operating authority for the system to ensure that at least one water sample was collected every calendar quarter from points in the distribution system (including connected plumbing) likely to have an elevated potential for the formation of trihalomethanes (THM). The operating authority completed the sampling in accordance with the regulatory requirements.

During this inspection period samples for THM were collected by the operating authority on January 9, April 10, July 10 and October 10, 2017. The running annual average (RAA) for THM as of October 2017 was 40.4 µg/L.

- **All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency for the DWS.**

Section 13-7 of Schedule 13 of O. Reg. 170/03 requires the owner and the operating authority for the system to ensure that at least one treated water sample was collected every three months and tested for nitrate and nitrite.

During this inspection period samples were collected on authority on January 9, April 18, July 10 and October 10, 2017.

- **All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Section 13-8 of Schedule 13 of O. Reg. 170/03 requires the owner and the operating authority for the system to ensure that at least one treated water sample was collected every 60 months and tested for sodium. The most recent sample was collected on October 10, 2017 with a sample result of 23.1 mg/L. A resample was collected on October 18, 2017 19.4 mg/L.

- **All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Section 13-9 of Schedule 13 of O. Reg. 170/03 requires the owner and the operating authority for the system to ensure that at least one treated water sample was collected every 60 months and tested for fluoride. The most recent sample was collected on October 10, 2017.

- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**

Water Quality Assessment

- **Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).**

Reporting & Corrective Actions

- **Corrective actions (as per Schedule 17) had been taken to address adverse conditions, including any other steps that were directed by the Medical Officer of Health.**
- **All required notifications of adverse water quality incidents were immediately provided as per O. Reg. 170/03 16-6.**
- **Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.**

Other Inspection Findings

- **The following issues were also noted during the inspection:**

At the time of the inspection it was noted that the floor of the water plant is corroded under the sodium hypochlorite day tank.

Please refer to the section entitled "Summary of Recommendations and Best Practice Issues" located on page for further information.

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

1. **All continuous monitoring equipment utilized for sampling and testing required by O. Reg. 170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were not equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6.**

Subsection 6-5(1)5 of Schedule 6 to O. Reg. 170/03 requires continuous monitoring equipment to be designed and operated such that either an alarm must sound immediately at the location where the equipment conducts tests and at a location where a person is present, if a person is not always present at the location where the equipment conducts tests or ensure that no water is directed to users, if the equipment malfunctions or loses power or a test result for a parameter is above or below the alarm standard.

The filter turbidity analyzer malfunctioned on October 2, 2017 (i.e. bulb failure) without an alarm being triggered. Upon further review it was noted that the alarm feature for bulb failure was not enabled.

Failure to ensure that the filter effluent turbidity analyzer is equipped with an alarms meeting the requirements of subsection 6-5(1) 5 of schedule 6 is a violation of O. Reg. 170/03.

Action(s) Required:

The operating authority must ensure that the continuous monitoring equipment alarms are tested regularly to ensure functionality. Additionally, the alarm that would be triggered when the analyzer malfunctions should also be tested.

No further action is required as the analyzer was repaired at the time of the incident and the alarm features verified and enabled.

2. **Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was not performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and/or was not recording data with the prescribed format.**

During this inspection period there was one (1) instance where problems with the analyzer resulted in the filter effluent turbidity not being tested and recorded at the required frequency.

On October 2, 2017, the filter effluent turbidity analyzer for filter # 2 had a bulb failure which resulted in the trends flat lining for a period of 3 hours and 34 minutes without an alarm being triggered. It was indicated that the plant was offline for most of this time and that water was only being produced for a period of 56 minutes while the analyzer was not functioning (i.e. 10:04 am to 11 am). The analyzer value was stuck at 0.00 NTU. Once the problem was noted by the operator, the plant was shutdown, bulb replaced and analyzer examined to determine why an alarm was not triggered. Upon further examination, the instrument technician noticed that the analyzer was not set to alarm in the event of a bulb failure (i.e. malfunction). The alarm feature has since been enabled.

Failure to ensure that continuous analyzer tests for filter effluent turbidity within the required frequency is a violation of section 6-5(1)1 of schedule 6 to O. Reg. 170/03.

Action(s) Required:

No further action is required as the analyzer was repaired at the time of the incident and the alarm features verified and enabled.

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.

1. The following issues were also noted during the inspection:

At the time of the inspection it was noted that the floor of the water plant is corroded under the sodium hypochlorite day tank.

Recommendation:

It is recommended that the floor under the sodium hypochlorite chemical solution tank be repaired and sealed to prevent further degradation of the concrete floor.

SIGNATURES

Inspected By:

Lori Duquette

Signature: (Provincial Officer)



Reviewed & Approved By:

Sherry Ilersich

Signature: (Supervisor)



Review & Approval Date:



Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.

APPENDIX A

INSPECTION RATING RECORD

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2017-2018)

DWS Name: TEMAGAMI SOUTH DRINKING WATER SYSTEM
DWS Number: 220000424
DWS Owner: Temagami, The Corporation Of The Municipality Of
Municipal Location: Temagami

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Focused
Inspection Date: November 23, 2017
Ministry Office: North Bay Area Office

Maximum Question Rating: 485

Inspection Module	Non-Compliance Rating
Capacity Assessment	0 / 30
Treatment Processes	0 / 60
Operations Manuals	0 / 28
Logbooks	0 / 14
Certification and Training	0 / 42
Water Quality Monitoring	0 / 112
Reporting & Corrective Actions	0 / 66
Treatment Process Monitoring	42 / 133
TOTAL	42 / 485

Inspection Risk Rating 8.66%

FINAL INSPECTION RATING: 91.34%

Ministry of the Environment - Detailed Inspection Rating Record (Reporting Year - 2017-2018)

DWS Name: TEMAGAMI SOUTH DRINKING WATER SYSTEM
DWS Number: 220000424
DWS Owner: Temagami, The Corporation Of The Municipality Of
Municipal Location: Temagami

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Focused
Inspection Date: November 23, 2017
Ministry Office: North Bay Area Office

Non-compliant Question(s)	Question Rating
Treatment Process Monitoring	
Is continuous monitoring equipment that is being utilized to fulfill O. Reg. 170/03 requirements performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format?	21
Are all continuous monitoring equipment utilized for sampling and testing required by O. Reg.170/03, or MDWL or DWWP or order, equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6?	21
TOTAL QUESTION RATING	42

Maximum Question Rating: 485

Inspection Risk Rating	8.66%
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FINAL INSPECTION RATING:	91.34%
---------------------------------	---------------

APPENDIX B

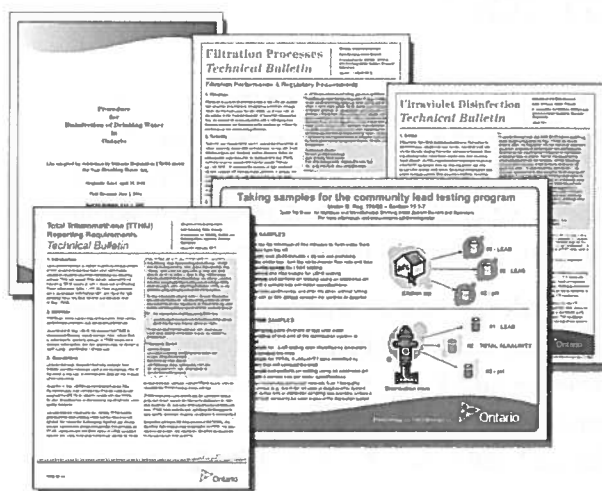
Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Public Information Centre if you need assistance or have questions at 1-800-565-4923/416-325-4000 or picemail.moe@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/drinkingwater and email drinking.water@ontario.ca to subscribe to drinking water news.



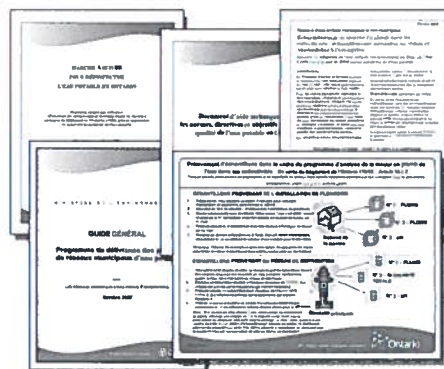
PUBLICATION TITLE	PUBLICATION NUMBER
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	7889e01
FORMS: Drinking Water System Profile Information, Laboratory Services Notification, Adverse Test Result Notification Form	7419e, 5387e, 4444e
Procedure for Disinfection of Drinking Water in Ontario	4448e01
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	7152e
Total Trihalomethane (TTHM) Reporting Requirements Technical Bulletin (February 2011)	8215e
Filtration Processes Technical Bulletin	7467
Ultraviolet Disinfection Technical Bulletin	7685
Guide for Applying for Drinking Water Works Permit Amendments, Licence Amendments, Licence Renewals and New System Applications	7014e01
Certification Guide for Operators and Water Quality Analysts	
Guide to Drinking Water Operator Training Requirements	9802e
Taking Samples for the Community Lead Testing Program	6560e01
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	7423e
Guide: Requesting Regulatory Relief from Lead Sampling Requirements	6610
Drinking Water System Contact List	7128e
Technical Support Document for Ontario Drinking Water Quality Standards	4449e01

ontario.ca/drinkingwater

Principaux guides et documents de référence sur les réseaux résidentiels municipaux d'eau potable

De nombreux documents utiles peuvent vous aider à exploiter votre réseau d'eau potable. Vous trouverez ci-après une liste de documents que les propriétaires et exploitants de réseaux résidentiels municipaux d'eau potable utilisent fréquemment.

Pour accéder à ces documents en ligne, cliquez sur leur titre dans le tableau ci-dessous ou faites une recherche à l'aide de votre navigateur Web. Communiquez avec le Centre d'information au public au 1 800 565-4923 ou au 416 325-4000, ou encore à picemail.moe@ontario.ca si vous avez des questions ou besoin d'aide.



Pour plus de renseignements sur l'eau potable en Ontario, consultez le site www.ontario.ca/eaupotable ou envoyez un courriel à drinking.water@ontario.ca pour suivre l'information sur l'eau potable.

TITRE DE LA PUBLICATION	NUMÉRO DE PUBLICATION
Prendre soin de votre eau potable – Un guide destiné aux membres des conseils municipaux	7889f01
Renseignements sur le profil du réseau d'eau potable, Avis de demande de services de laboratoire, Formulaire de communication de résultats d'analyse insatisfaisants et du règlement des problèmes	7419f, 5387f, 4444f
Marche à suivre pour désinfecter l'eau potable en Ontario	4448f01
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids (en anglais seulement)	7152e
Total Trihalomethane (TTHM) Reporting Requirements: Technical Bulletin (février 2011) (en anglais seulement)	8215e
Filtration Processes Technical Bulletin (en anglais seulement)	7467
Ultraviolet Disinfection Technical Bulletin (en anglais seulement)	7685
Guide de présentation d'une demande de modification du permis d'aménagement de station de production d'eau potable, de modification du permis de réseau municipal d'eau potable, de renouvellement du permis de réseau municipal d'eau potable et de permis pour un nouveau réseau	7014f01
Guide sur l'accréditation des exploitants de réseaux d'eau potable et des analystes de la qualité de l'eau de réseaux d'eau potable	
Guide sur les exigences relatives à la formation des exploitants de réseaux d'eau potable	9802f
Prélèvement d'échantillons dans le cadre du programme d'analyse de la teneur en plomb de l'eau dans les collectivités	6560f01
Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l'exemption	7423f
Guide: Requesting Regulatory Relief from Lead Sampling Requirements (en anglais seulement)	6610
Liste des personnes-ressources du réseau d'eau potable	7128f
Document d'aide technique pour les normes, directives et objectifs associés à la qualité de l'eau potable en Ontario	4449f01

ontario.ca/eaupotable

From: FONOM Office/ Bureau de FONOM <fonom.info@gmail.com>
Sent: Tuesday, February 6, 2018 10:14 AM
Subject: Reminder: FONOM Executive Award Nominations
Attachments: 2018 Exec Award-CallforNominations.pdf; 2018 Exec Award-NominationForm.pdf

Good morning,

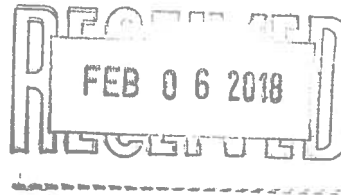
The 2018 FONOM/MMA Northeastern Municipal Conference taking place in the Town of Parry Sound on May 9th-11th is fast approaching! As a kindly reminder, the FONOM Executive Award will be presented to a dedicated individual who has worked tirelessly to enrich the lives of Northern Ontarians and promote the objectives of FONOM.

Herein attached you will find the Call for Nominations Letter and Nomination Form to be submitted no later than April 9th, 2018.

If you have yet to register for our Conference, please visit our website <http://www.parrysound.ca/en/do-business/fonom-mma-conference.asp> for registration forms and any additional information you may require. We sincerely hope you will join us!

Kind Regards,
 Katelyn

Katelyn Guertin
Project & Operations Coordinator
Federation of Northern Ontario Municipalities
C/o Town of Kirkland Lake
3 Kirkland Street West, Kirkland Lake
Ontario, P2N 3P4
(T) 705-567-9361 Ext. 258



File ☒ Incoming ☐ Other
 Mayor ☐
 Council ☒ ☒ ☒
 CAO ☐
 Building ☐
 Finance ☐ S ☐ C
 Ec Dev ☐ S ☐ C
 Parks & Rec ☐ S ☐ C
 Planning ☐ S ☐ C
 Public Wks ☐ S ☐ C
 PPP ☐
 Social Services ☐
☐ _____
☐ _____



The Federation of Northern Ontario Municipalities

Call for Nominations

Nominations are now being accepted from municipalities and individuals in Northeastern Ontario for the FONOM Executive Award to be presented at the upcoming FONOM/MMA Conference in the Town of Parry Sound.

Following is a description of the purpose of the award and eligibility requirements.

Purpose

The purpose of this award is to honour an individual member of FONOM who has contributed in a special and meaningful way toward the enrichment and betterment of the lives of the residents of Northeastern Ontario and who has exerted tireless efforts over a period of years in promoting the objectives of FONOM regionally and provincially.

Who is eligible? To qualify for the Executive Award, recipients must have served in an elected office in one of the municipalities within the FONOM membership district.

When are the awards presented?

The award is presented concurrent with the annual FONOM Conference. The recipient and their nominator will be notified in advance of the awards ceremony.

When is the deadline for nominations?

Any person or organization can nominate an individual by completing the following nomination form and sending the signed form to the address below, no later than **April 9th, 2018**.

Previous recipients of the FONOM Executive Award are:

1997 Joe Mavrinac, Kirkland Lake
1998 John Hodder, Manitoulin
1999 Marcel Noel, West Nipissing
2000 Fred Poulin, Smooth Rock Falls
2001 Vic Power, City of Timmins
2002 Austin Hunt, Manitoulin
2003 Jim Gordon, Sudbury
2004 Richard Adams, Parry Sound
2005 Phyllis Floyd, Former Executive Director, Sudbury
2006 Henry (Chick) Goertzen, Township of Laird
2008 Ellwood McKinnon, Township of Johnson
2009 George Farkouh, City of Elliot Lake
2010 John Rowswell, Sault Ste. Marie
2011 Michael "J.J." Doody, Timmins
2012 Frank Gillis, Espanola
2013 Austin Hunt, Billings
2014 Stephen Butland, Sault Ste. Marie
2015 Vyrn Peterson, Blind River
2016 Tom Laughren, Timmins
2017 Alan Spacek, Kapuskasing

Need more information?

Further information and nomination forms may be obtained from:

Federation of Northern Ontario Municipalities

Address: 3 Kirkland Street West, Kirkland Lake, Ontario P2N 3P4

Email: fonom.info@gmail.com

Nominations must be submitted by April 9th so please submit your nomination forms as soon as possible. Thank you!

FONOM Executive Award Nomination Form

Personal information on this form is collected under the Federal Personal Information Protection and Electronic Documents Act (PIPEDA). Some of the information may constitute personal information. By filling out this form you agree that all personal information provided by you on the form may be collected, used and disclosed by FONOM for purpose of determining eligibility and notifying recipients of the FONOM Executive Award.

PLEASE TYPE OR PRINT CLEARLY AND COMPLETE IN FULL.

Individual Being Nominated

Title	First Name	Last Name
Name of Organization	Position	
Address		
City/Town	Province	Postal Code
Telephone No. (9:00am – 5:00pm)	Fax No.	Email Address

Nomination Submitted By:

Title	First Name	Last Name
Name of Organization	Position	
Address		
City/Town	Province	Postal Code
Telephone No. (9:00am – 5:00pm)	Fax No.	Email Address

Is nominee aware of this nomination Yes No

Signature of Nominator	Date
------------------------	------

In addition to completing the form, please see the following page for additional material to be included in your submission.

Please provide a brief description of your nominee's activities and the contribution he or she has made. Please note that the selection of award recipients is based solely on information provided in the nomination package. It is therefore important that all materials in the package be complete.

Please include the following in your submission:

1. Description of achievement:

- a) Describe the achievement in detail, including any background or historical information related to the achievement.
- b) Describe what made this an outstanding achievement for your nominee, including any extraordinary circumstances or challenges the nominee faced.
- c) Describe how this achievement has touched the lives of others or the life of the person being nominated.
- d) Indicate how long you have known the nominee.
- e) Indicate the timeframe that this achievement took place.

2. Two Written Testimonials

Testimonials should be current and from persons who can attest to the value and impact of the achievements of the nominee.

3. Additional Material (optional)

List any additional material provided to support this nomination. For example, additional testimonial letters, publications, media stories, etc.

NOTE: Please do not send originals of important or official documents, as they will not be returned.

Please submit signed nomination form and supporting materials to:

Mail:

3 Kirkland Street West
Kirkland Lake, Ontario P2N 3P4

Email:

fonom.info@gmail.com

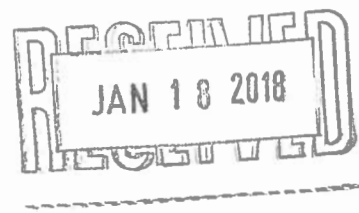
DEADLINE Completed forms must be received by April 9th.



From: Roxanne St. Germain
Sent: Thursday, January 18, 2018 9:48 AM
To: Roxanne St. Germain
Subject: 01 - January 16, 2018 - Storm Water Management and Drainage Improvements.pdf
Attachments: 01 - January 16, 2018 - Storm Water Management and Drainage Improvements.pdf

From: Karen Matthew [mailto:kmatthew@lakeshore.ca]
Sent: Thursday, January 18, 2018 9:43 AM
To: **Subject:** FW: 01 - January 16, 2018 - Storm Water Management and Drainage Improvements.pdf

Karen Matthew
 Administrative Assistant

Town of Lakeshore
 T 519-728-1975 x269
kmatthew@lakeshore.ca



Remember to Like, Follow, and Share us on  and .

From: Karen Matthew
Sent: January-18-18 9:35 AM
To: 'Ontario Municipal Clerks'
Subject: 01 - January 16, 2018 - Storm Water Management and Drainage Improvements.pdf

Please see attached resolution that was passed by Council on November 7, 2017.

Thanks

Karen

- File ☒ Incoming ☐ Other
- Mayor ☐
- Council ☒ ~~1~~ ~~BA~~
- CAO ☐
- Building ☐
- Finance ☐ S ☐ C
- Ec Dev ☐ S ☐ C
- Parks & Rec ☐ S ☐ C
- Planning ☐ S ☐ C
- Public Wks ☐ S ☐ C
- PPP ☐
- Social Services ☐
- ☐ _____
- ☐ _____



TOWN OF LAKESHORE

419 Notre Dame St.
Belle River, ON N0R 1A0

January 16, 2018

All Ontario Municipalities

VIA EMAIL

To Whom It May Concern:

**RE: ALLOCATE INFRASTRUCTURE FUNDING DEDICATED TO
MUNICIPALITIES FOR STORM WATER MANAGEMENT AND
DRAINAGE IMPROVEMENTS**

At their meeting of November 7, 2017 the Council of the Town of Lakeshore duly passed the following resolution.

Councillor Wilder moved and Deputy Mayor Fazio seconded:

WHEREAS weather patterns seem to have changed, in that excessive and prolonged precipitation is now becoming more frequent and regular;

WHEREAS there is an increased chance of flooding, as result of excessive and prolonged precipitation;

WHEREAS municipalities are now faced with the reality that significant storm water management and drainage infrastructure improvements are required to mitigate against flooding, which will come at a significant cost;

WHEREAS it is not feasible for municipalities to pass along the costs of all storm water management and drainage improvements onto property owners through property tax increases or drainage assessments;

WHEREAS municipalities are almost entirely reliant upon property taxes for their funding needs; and

WHEREAS the Government of Canada and the Government of Ontario have recognized the need for infrastructure investments and have promised funding for these investments.

NOW THEREFORE BE IT RESOLVED that the Government of Canada and the Government of Ontario be urged to immediately allocate infrastructure funding dedicated to municipalities for storm water management and drainage improvements;

BE IT FURTHER RESOLVED that the Government of Canada and the Government of Ontario prioritize funding allocations according to the recent propensity of specific regions to flood, with a specific focus on regions that have flooded multiple times, within a 1 year period;

BE IT FURTHER RESOLVED that a copy of this motion be sent to the Right Honourable Justin Trudeau, Prime Minister of Canada, Mr. Andrew Scheer, Leader of the Conservative Party of Canada, Mr. Jagmeet Singh, Leader of the New Democratic Party of Canada, Ms. Elizabeth May, Leader of the Green Party of Canada, all Members of Parliament, the Honourable Kathleen Wynne, Premier of Ontario, Mr. Patrick Brown, Leader of the Progressive Conservative Party of Ontario, Ms. Andrea Horwath, Leader of the New Democratic Party of Ontario, and all Members of Provincial Parliament in Ontario; and

BE IT FURTHER RESOLVED THAT a copy of this Motion be sent to the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

Motion Carried Unanimously

Should you require any additional information with respect to the above matter, please contact the undersigned.

Yours truly,



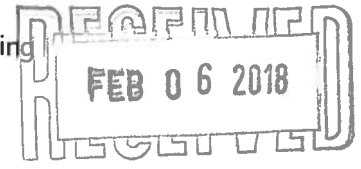
Mary Masse
Clerk

/km

cc: Right Honourable Justin Trudeau, Prime Minister of Canada
cc: Honourable Kathleen Wynne, Premier
cc: Mr. Andrew Scheer, Leader of the Conservative Party of Canada
cc: Mr. Jagmeet Singh, Leader of the New Democratic Party of Canada
cc: Ms. Elizabeth May, Leader of the Green Party of Canada
cc: Hon. Patrick Brown, Leader of Progressive Conservative Party
cc: Hon. Andrea Horwath, Leader of New Democratic Party
cc: Members of Provincial Parliament in Ontario
cc: Federation of Canadian Municipalities (FCM)
cc: Association of Municipalities of Ontario (AMO)
cc: Via Email - All Ontario Municipalities

11455A

From: Watershed Planning (MOECC) <WatershedPlanning@ontario.ca>
Sent: Tuesday, February 6, 2018 3:30 PM
Subject: Draft Watershed Planning Guidance - Environmental Registry Posting



Greetings,

We are writing today to let you know that the Ministry of the Environment and Climate Change (MOECC) and the Ministry of Natural Resources and Forestry (MNRF) have posted draft Watershed Planning Guidance for municipalities and planning authorities on the Environmental Registry for a 60-day review period.

Watershed Planning Guidance supports the implementation of the four provincial land use plans which strengthen requirements for watershed and subwatershed planning; and the Provincial Policy Statement which identifies the watershed as the ecologically meaningful scale for integrated and long-term planning.

Watershed planning is an opportunity for municipalities and other planning authorities to take a collaborative approach to planning by creating a framework for the management of human activities, land, water, aquatic life and resources within a watershed, and for the assessment of cumulative, cross-jurisdictional and cross-watershed impacts.

For further details and to comment on the proposal, please visit the Environmental Registry at <https://www.ebr.gov.on.ca/ERS-WEB-External/> using EBR # **013-1817** or the following direct link:
[Environmental Registry Direct Link](#)

The draft Guidance has been posted for written feedback from **February 6, 2018 to April 7, 2018**.

During this time, MOECC and MNRF will be hosting webinars to provide municipalities and other practitioners with an overview of the draft Guidance and to answer any questions on its scope and content.

Webinar 1: Tuesday, February 13 at 10:00 am – 11:30 pm

Webinar 2: Wednesday, February 21 at 1:30pm – 3:00 pm

Please register for either of the webinars using this [Eventbrite link](#).

If you have any questions or would like to discuss the draft Watershed Planning Guidance, please contact Nisha Shirali at (416) 314-7138 or Ryan Stainton at (705) 755-1835; or email watershedplanning@ontario.ca.

Sincerely,

Chris Lompart
Manager, Land Use Policy Section
Environmental Policy Branch
Ministry of the Environment and Climate Change

Jennifer Keyes
Manager, Water Resources Section
Natural Resources Conservation Policy Branch
Ministry of Natural Resources and Forestry



File ☒ Incoming ☐ Other
Mayor ☐
Council ☒ ~~BA~~
CAO ☐
Building ☐
Finance ☐ S ☐ C
Ec Dev ☐ S ☐ C
Parks & Rec ☐ S ☐ C
Planning ☒ S ☐ C
Public Wks ☐ S ☐ C
PPP ☐
Social Services ☐
☐ _____
☐ _____

**Corporation of the Municipality of Temagami
Planning Advisory Committee (PAC) Meeting
Municipal Office Boardroom
January 9, 2018 at 1:00p.m.
Draft Minutes**

An audio recording of this meeting has been made and is available through the Municipal Website.

These minutes of this Committee represent ideas or advice to Council. They do not represent decisions of Council and may require further study.

Committee Members Present: (Chair) Debby Burrows, Claire Rannie (By Phone), Barret Leudke, John Kenrick (By Phone) Jim Hasler, Cathy Dwyer, and Barry Graham

Staff: Tammy Lepage

Absent: 0

Members of the Public: 2

Call to Order: 1:01 p.m.

Adoption of Agenda

18-01

MOVED BY: J. Hasler

SECONDED BY: B. Graham

BE IT RESOLVED THAT the agenda for the January 9, 2018 meeting of the Planning Advisory Committee be adopted as presented.

CARRIED

Disclosure of Pecuniary Interest and Conflict of Interest

None.

Minutes of Previous Meeting

18-02

MOVED BY: J. Hasler

SECONDED BY: B. Graham

BE IT RESOLVED THAT the Minutes of the Planning Advisory Committee meeting held on November 22, 2017 be adopted as presented.

DEFERRED

The minutes are to be brought back at the next meeting with the revisions listed below:

- A header should be placed on the Minutes noting that they have been recorded;
- Under “Discussion on Mining Location B” more clarification is to be added regarding M. Cummings clarification on the history on the consultation process during the Zoning By-law implementation, when the mail out was sent out and add who was the owner of the property at that time.
- Revision to paragraph 1 under “Discussion on Mining Location B” should read: “Discussion took place regarding the above and the merits of the historical band on mainland development and the need for development growth and employment based economy. Further discussion took place regarding the duty to consult with the property owners, and whether or not property owners have a legal right to develop on their property.”

- Revision to paragraph 4 under “ Discussion on Mining Location B” should read: “After carefully discussing the issue the majority of members would like to recommend to Council to seek a legal opinion on the following items:
 1. Does the status of the buildings have any bearings on the permitted uses on the site?
 2. Seek an opinion from a professional planner regarding the above property. “
- Revision to paragraph 2 under “Discussion on retaining a Planner vs. Consultant for the OP Review should read: “Staff informed the Committee, that instead of hiring a planner/consultant for the Official Plan Review, hiring a consultant for drafting and implementing a Community Improvement Plan, and have a planning consultant on retainer during that time to deal with planning related matters, it would be cost effective to have one individual on short term contract, that can do the tasks required. Further discussion took place to see if a planner can be retained on short term contract and that heavy emphasis be placed on their past experience on the development/review of complex official plans.”

Business Arising from the Minutes

None.

Unfinished Business

Discussion on Mining Location B – Memo 2017-M-109

The Chair informed the Committee that she has received an email that was forwarded by Mr. Graham to act on behalf of Mr. O’Shea’s. This letter will be provided to the Committee at a future meeting. The Committee discussed Memo 2017-M-109 and recommended that this memo should be removed from Council’s agenda until further information is received. Staff to provide the following list of information by the end of February:

- To verify why the property is being taxed as residential
- All PAC minutes pertaining to Mining Location B
- All Reports and Memos to Council regarding the above
- Amalgamation document
- Original schedules to the Official Plan
- All documents to and from Mr. O’ Shea
- Letter from the town to the MNR
- Clarification of the size of the property
- Any planning applications submitted by the property owner
- Who proposed the zoning SMA
- Letters supporting or opposing the Zoning of the property

New Business

Temagami Bays Zoning By-Law Amendment Application

The Committee reviewed the Zoning By-law Amendment application and comments received in coming to their decision. The Committee passed the following motion:

18-03

MOVED BY: B. Leudke

SECONDED BY: B. Graham

BE IT RESOLVED THAT the Planning Advisory Committee submit the following comments to Council as part of the public hearing process:

That the Committee recommends in favour:

- Rezoning the subject lands to the Remote Residential Exception Four (R2-4) to permit the development of detached dwellings on each of the proposed lots;
- Rezoning of a portion of the subject lands to Community Use Exception One (CU-1) to facilitate water access and the establishment of a municipal launch;

- Rezoning of a portion of the subject lands to Open Space Exception One (OS-1) to protect an area of the site known to contain archaeological and cultural heritage features;

AND FURTHER THAT these comments be submitted to the public hearing on the matter.

CARRIED

The Committee members discussed the correspondence received from Julie Robinson, of the Ministry of Natural Resources and Forestry and had concerns with the 300 metres setback from the normal high water mark for septic's systems and 30 metres vegetative buffer to for the fish habitat. The Committee further clarified that at the Committee of Adjustment meeting held on December 14, 2017, the applicants had performed an updated Environmental Impact Study that address those concerns. The findings of the study is that a 20 metres vegetative cover over fish habitat is sufficient to protect the habitation, which currently exist.

Items for next agenda

- Terms of Reference for the Official Plan
- Discussion concerning the OP review

Set Meeting Date

18-04

MOVED BY: B. Graham

SECONDED BY: J. Hasler

BE IT RESOLVED THAT the next Planning Advisory Committee Meeting be scheduled for January 23, 2018 @ 1:00 pm.

CARRIED

Meeting Adjournment

18-05

MOVED BY: B. Graham

SECONDED BY: J. Hasler

BE IT RESOLVED THAT the January 9, 2018 meeting be adjourned at 1:49 p.m.

CARRIED

TEMAGAMI POLICE SERVICES BOARD
MEETING MINUTES
Wednesday, November 15, 2017 at 1:00 pm
Boardroom-Temagami Municipal Office

Present: Don Johnson
Dan O'Mara
Penny St. Germain

Inspector Brent Cecchini
Debbie Morrow-Secretary

1 Call to Order

Meeting called to order at 1:05 pm.

2 Adoption of Agenda

2.1 Amendment to Agenda: 8.10 Price for New Sign for Lake Watch Program.

Moved by Dan O'Mara

Seconded by Penny St. Germain

BE IT RESOLVED THAT: the November 15, 2017 Agenda be accepted with amendment 2.1 addition to section 8.10 Price for New Sign for Lake Watch Program.

Carried

3 Conflict of Interest / Pecuniary Interest disclosure

3.1 Conflict of Interest for Dan O'Mara: 7.1a&b Ratification for the payment of Dan O'Mara's Registration Fee for Zone 1A conference totalling \$75.00

3.2 Conflict of Interest for Dan O'Mara: 7.2a&b Ratification for the payment of Dan O'Mara's Expense Claim for Travel to Timmins to attend Zone 1A Conference totalling \$466.07.

4 Presentations and Delegations

None

5 Acceptance of minutes of the previous meeting

Minutes for Temagami Police Service Board Meeting on September 13, 2017 accepted as presented.

Moved by Penny St. Germain

Seconded by Dan O'Mara

BE IT RESOLVED THAT: the minutes of Temagami Police Services Board Meeting on September 13, 2017 be accepted as presented.

Carried

6 Business arising from the minutes

- 6.1 Lake Temagami Watch Update from Dan O'Mara:
- 6.1a Lake Temagami crime has dropped dramatically over the last few months.
- 6.1bi Lake Watch Program has influenced the conviction of two break and enter suspects.
- 6.1bii 25 Lake Temagami residents showed up for court date.
- 6.1biii The local support was overwhelming to the courts so the Judge imposed a media ban.
- 6.1biv An Indigenous Judge was in attendance.
- 6.1bv Next court appearance is December 5, 2017 and it is hoped that Lake Temagami resident will show up for that court date.
- 6.1c TLA (Temagami Lakes Association) cottage checks have been completed.

7 Ratification / Consent items

- 7.1a&b Ratification for the payment of Dan O'Mara's Registration Fee for Zone 1A conference totalling \$75.00
- 7.2a&b Ratification for the payment of Dan O'Mara's Expense Claim for Travel to Timmins to attend Zone 1A Conference totalling \$466.07.
- 7.3a&b Consent to pay Secretary's wages in the amount of \$234.00

*Moved by Penny St. Germain
Seconded by Don Johnson*

*BE IT RESOLVED THAT: the payment of Dan O'Mara's Registration Fee for Zone 1A conference totalling \$75.00 and the payment of Dan O'Mara's expense claim for travel to Timmins to attend the Zone 1A Conference totalling \$466.07 both received ratification .
Consent to pay Secretary's wages totalling \$234.00 was also received.
Carried*

8 Items for discussion

- 8.1a Letter to Temagami Municipal Council requesting support for Temagami Police Services Board resolution to request a standalone board was present to council for approval on November 14, 2017.
- 8.1b The resolution should pass at Council meeting on November 23, 2017.
- 8.1c The resolution will be forward to the Minister of Community Safety and MPP's office.
- 8.2a Zone 1A Conference held in Timmins on October 4&5 report given by Dan O'Mara.
- 8.2b The legislation for new PSA (Police Service Act) had not been finalized and it affected the tone of conference due to lack of knowledge of the future of Police Boards.
- 8.2c Ministry of Community Safety Representative spoke at the conference.
- 8.2d An AGCO representative gave a presentation on the effects of drinking and driving and their current initiatives to prevent it.
- 8.2e Promotion of Trace Pen presentation was well received.
- 8.3 Articles and Pictures of the Lake Temagami Watch new Sign on the access road was well presented.
- 8.4 New OAPSB website will maintain the same passwords for the Temagami Police Services Board access.

- 8.5a 2017-2018 Officially signed RIDE contract has been received.
- 8.5b Inspector Cecchini commented that RIDE checks have already been scheduled.
- 8.6a 2018 OAPSB Membership Fees totalling \$737.49 are due and will be paid in January 2018 from new budget amounts.
- 8.6b Motion to pay the OAPSB Membership Fees at beginning of January 2018.

Moved by Penny St. Germain

Seconded by Don Johnson

BE IT RESOLVED THAT: 2018 OAPSB Membership fees totalling \$737.49 will be paid by beginning of January 2018.

Carried

- 8.7a Response to the new Police Service Act legislation from the OAPSB:
- 8.7b Changes will require all Police Service Boards to incur more costs.
- 8.7c All Police Service Boards will require 5 board members: 2 provincial appointees and 2 council representatives and 1 community representative.
- 8.7d Mandatory Board training within 1 year.
- 8.7e The formation of a Community & Health Committee with a plan and report will be a Municipality responsibility is included in the new act.
- 8.7f Section 10 Police Service Boards with more than 1 per detachment will be left to the discretion of the Detachment Commander.
- 8.7g The new act does not have a requirement for unorganized townships (Section 5.1 OPP boards) to change.
- 8.7hi No mention in the Act who will finance the costs that will be incurred.
- 8.7hii Boards that are forced to amalgamate would have lack of control for their municipality.
- 8.7hiii Board members would have to travel further and more meetings and would expect to be reimbursed for their costs and time.
- 8.7i No decision on the Bear Island Police and the effect the new act will have.
- 8.7j Inclusion of the Bear Island Police Force would be a benefit to Temagami.
- 8.7k There will be a year to incorporate the new PSA into the boards once it passes Royal Assent in parliament.
- 8.7l Don will contact the Ministry of Community Safety representative for a presentation on the new act.
- 8.8 Don is going to request the new PSA act be printed by the Municipality in order to have a hard copy for review.
- 8.9ai Updated budget reports our expenses are with in budgeted amount.
- 8.9aia The board is under the budgeted amount in some expense areas.
- 8.9bi New budget is due by November 14, 2017.
- 8.9bii Dan O'Mara forwarded the email for Municipality requesting department budgets to be submitted. (Police Services Board never received notice)
- 8.9c 1 to 2% increase is the limit set by the Municipality .
- 8.9d Motion to allow Debbie Morrow and Don Johnson prepare the Temagami Police Services Board 2018 Budget within the guidelines prescribed and submit it ASAP.

*Moved by Don Johnson
Seconded by Dan O'Mara*

*BE IT RESOLVED THAT: 2018 Temagami Police Services Board budget be prepared by Debbie Morrow and Don Johnson and submitted to the Municipality using their guidelines of 1 to 2% limit on increases as soon as possible.
Carried*

8.10a Dan O'Mara presented a quote for a new sign for the Lake Temagami Access Road totalling \$1,200.00 plus HST for a total of \$1,356.00.

8.10b The new sign is larger than the existing one and will replace it.

8.10c The existing sign will be relocated to Strathcona Road.

8.10d Motion to have the Temagami Police Services Board pay for the new sign purchase by the Lake Temagami Watch Program. The installation of the new sign and the relocation to Strathcona Road of the existing sign will be covered by Dan O'Mara and the Lake Temagami Watch Program.

*Moved by Dan O'Mara
Seconded by Penny St. Germain*

*BE IT RESOLVED THAT: Temagami Police Services Board will pay for the purchase of new larger sign for the Lake Temagami Watch Program out of their 2017 Budget. It is understood that the cost of relocating the existing sign on the Lake Temagami Access Road and installation of the new sign will be taken care of by Dan O'Mara and the Lake Temagami Watch Program.
Carried*

9 Items for General Information

Items 9.1 to 9.9 forwarded to board members ahead of meeting when received.

No questions regarding the general information emails.

Discussion of the AMO's (Municipal Association) memo regarding the new Police Service Act and their concerns of increased burden to the municipalities.

10 Detachment Commander's Report

10.1 Detachment Commander's Report

Note: all stats are for September/October 2017 unless otherwise stated.

10.1ai Public Complaints none.

10.1aia 38.50 Cruiser Patrol Hrs and 2 Foot Patrol Hrs.

10.1aiii Year end Marine Patrol is coming for end of December. Hours are wrong at 0 for this report.

10.1aiv Rob Shillinglaw is off on due to an acute family health issue. Kevin Watson is on desk duty to an off-duty injury.

10.1av New Police Constable Roswell will be reporting to Temagami Detachment after training period.

10.1bi Criminal Code and Provincial Statute Charges Laid-All violations read 0. Problem with the report. The decrease recorded of 65% is not correct
10.1bii Traffic Related Charges are also reading all 0. The decrease recorded of 42.9% is not correct.
10.1ci Sexual Assault-1; Assault-3; Violent Crime-1 Other Crimes Against a Person; Overall 100% increase year to date last year.
10.1cii Mainly Domestic Assaults and the OPP are trying to increase media blitz.
10.1ciii Property Crime-total 12 up from 9 same time last year. Overall year to date charges up 66.7% from year to date.
10.1civ Note: Theft rates are expected to decrease while thieves are being detained.
10.1cv Drug Crime-no charges same as last year.
10.1cvi Overall Clearance Rate is 5.7% lower from same time last year.
10.1cvii Clearance Rate for Violent Crime remained unchanged at 100%
10.1cvii NOTE: Clearance Rate for Property Crime went up by 25%.
10.1di Calls for Service total 1,045.9 weighted hours up from 825.2 year to date last year.
10.1dii Over half the calls for service are for PROPERTY CRIME AT 516.8 weighted hours from last year to date total 380.0; Violent Crime up 196.3 weighted hours up from 105.7 year to date last year; Drugs total unchanged at 12.4 weighted hours; Operational Hours 187.0 down from 200.6 weighted hours year to date last year's total.

11 Next Meeting: Wednesday, January 17, 2018 at 1:00 pm at the Temagami Municipal Office Boardroom

12 In Camera Agenda

None

13 Adjournment

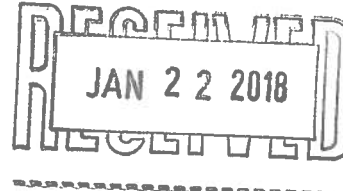
BE IT RESOLVED THAT: The meeting is adjourned at 2:23pm.

Moved by Dan O'Mara

Second by Penny St. Germain

Carried

From: Elaine Gunnell
Sent: Monday, January 22, 2018 10:04 AM
To: Roxanne St. Germain
Subject: FW:
Attachments: 20180118132920557.pdf



For incoming

Elaine Gunnell, Dipl.M.A., AOMC
 Municipal Clerk
 The Corporation of the Municipality of Temagami
 7 Lakeshore Drive, P.O. Box 220
 Temagami, ON P0H 2H0
 Phone: 705-569-3421 ext 208
 Email: clerk@temagami.ca

File ☒ Incoming ☐ Other
 Mayor ☐
 Council ☒ *Minutes*
 CAO ☐
 Building ☐
 Finance ☐ S ☐ C
 Ec Dev ☐ S ☐ C
 Parks & Rec ☐ S ☐ C
 Planning ☐ S ☐ C
 Public Wks ☐ S ☐ C
 PPP ☐
 Social Services ☐
☐ _____
☐ _____

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

From: photomgmt_scanner@vianet.on.ca [mailto:photomgmt_scanner@vianet.on.ca]
 Sent: Thursday, January 18, 2018 1:29 PM
 To: Nicole Janson <nicolej@auchateau.ca>
 Subject:

This E-mail was sent from "RNPE9DD8F" (Aficio MP C3300).

Scan Date: 01.18.2018 13:29:20 (-0500)
 Queries to: photomgmt_scanner@vianet.on.ca

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This email was Virus checked by Astaro Security Gateway. <http://www.sophos.com>

**Minutes of the Regular Meeting
of the Board of Management of Au Château
held at Au Château
on December 20, 2017 at 4:00 pm**

PRESENT: Léo Malette Chairperson
 Bertrand Bizier Vice-Chairperson
 Denise Brisson
 Yvon Duhaime
 Jacques Dupuis Administrator / Secretary
 Guy Éthier
 Caroline Lowery
 Joanne Savage
 Nicole Janson Recording Secretary

Due to the Chair's participation by telephone, Vice-Chair Bertrand Bizier presided the meeting.

01. Meeting called to order

Meeting was called to order.

02. Declaration of Conflict of Interest

No declaration of conflict of interest was declared.

03. Adoption of Agenda

Resolution No. 70

Moved by : Joanne Savage
Seconded by : Caroline Lowery

BE IT RESOLVED THAT the Agenda of the Regular Meeting on December 20, 2017 be approved as amended at 4:01 pm.

Carried

04. Adoption of Minutes

Resolution No. 71

Moved by : Denise Brisson
Seconded by : Joanne Savage

BE IT RESOLVED THAT the Minutes of the Regular Meeting held November 15, 2017 be approved as presented.

Carried

05. New Business:

a) Health & Safety Committee Meeting Minutes

After clarification of a few items the Health and Safety Committee Meeting Minutes were accepted as presented and the following resolution was adopted:

Resolution No. 72

Moved by : Joanne Savage
Seconded by : Caroline Lowery

BE IT RESOLVED THAT the Minutes of the Quality Management Team have been received.

Carried

b) Submission to Standing Committee on General Government – Bill 160, Sch 5

Administrator summarized the submission to the Standing committee whereas District Homes are requesting more flexibility in their financing and raise a mortgage on their own faith and credit so they can proceed with their redevelopments as mandated by the Ministry.

c) AdvantAge – Recommended changes to Law and Policy for LTC Homes

Administrator highlighted important recommendations for changes to governing law and policy impacting LTC Homes.

d) MAID – Provincial Update and Practitioners Perspective

A presentation package on Medical Assistance in Dying was provided to the Board which provides an overview and update on the work completed to date as well as the next steps in developing a more mature MAID system in Ontario.

e) **Strategic Plan – Staffing Update**

No new developments to report.

06. **Unfinished Business:**

a) **Financial Report**

After clarification of a few items, the Financial Report was accepted as presented and the following resolution was adopted:

Resolution No. 73

Moved by : Guy Éthier
Seconded by : Yvon Duhaime

BE IT RESOLVED THAT the Financial Report be accepted as presented.

Carried

b) **Administrative Report**

There being no further discussion other than what was presented, the Administrative report was adopted as presented and the following resolution was passed:

Resolution No. 74

Moved by : Guy Éthier
Seconded by : Yvon Duhaime

BE IT RESOLVED THAT the Administrator's Report be accepted as presented.

Carried

07. **In-Camera Session**

None presented.

08. **Other Business / Information Items**

a) **Next Meeting**

The next Board meeting is scheduled for January 17, 2018 at 4:45 pm.

b) **Donation**

Administrator informed the Board on a donation request from the Royal Canadian Legion and requested Board's direction on how to proceed. After discussion it was agreed that due to their generous donations to the Home, a fund raising dinner would be held at Au Chateau with proceeds going towards the purchase of a new stove for the Royal Canadian Legion.

b) **Information Items**

AdvantAge Ontario – Executive Report – November 7, 2017
AdvantAge Ontario – Action Update – November, 2017

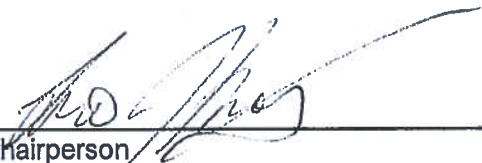
09. **Adjournment**

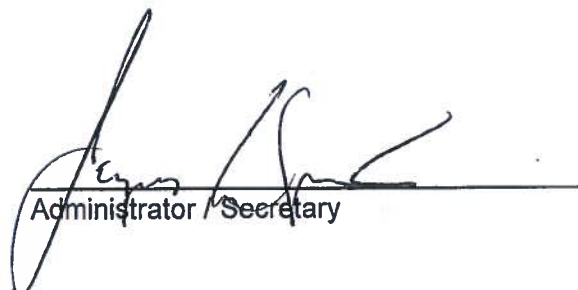
Resolution No. 75

Moved by : Yvon Duhaime
Seconded by : Guy Éthier

BE IT RESOLVED THAT the meeting now adjourn at 5:93 pm

Carried


Chairperson


Administrator Secretary



**THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
COUNCIL IN COMMITTEE OF THE WHOLE MEETING
ADDENDUM TO AGENDA**

**Tuesday, February 13, 2018, 6:30 P.M.
Welcome Center**

An audio recording of the Open Session of this meeting is being made and will be available through the Municipal Website as a public service to further enhance access to municipal government services and to continue to promote open and transparent government. As a visitor, your presence may be recorded and your name and address may be revealed during certain parts of the Council meeting.

Pages



**THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
COUNCIL IN COMMITTEE OF THE WHOLE MEETING
ADDENDUM TO AGENDA**

**Tuesday, February 13, 2018, 6:30 P.M.
Welcome Center**

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Pages

From: ron.yourvoicematters Prefasi
To: Elaine Gunnell; Tammy Lepage; Roxanne St. Germain
Subject: Ad Hoc committee for web page redesign
Date: Friday, February 9, 2018 8:26:15 AM

Good morning,

I have an Ad Hoc committee ready to begin working on the web page.

Ron Prefasi
Michelle Anderson
Mike Drenth
John Shymko

Please forward a copy of the successful quote so that I can share it with them and we'll get started on this as soon as I get back next week.

Just wondering if we ever made application to Fednor for funding as I note that quite a number of municipalities have re-developed their websites with funding from Fednor.

Thanks

Ron



THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
Regular Council Meeting

Legislative Number:

Title: Memo 2017-M-112 - GGF recommendations

Date: 12/15/2017

MOVED BY: _____

SECONDED BY: _____

BE IT RESOLVED THAT Council receive Memo 2017-M-112 regarding the General Government and Finance Advisory Committee's Recommendation regarding Website and Plow truck; AND FURTHER THAT Council adopt the Committee's recommendation to appoint an ad hoc committee to work with staff on the website project; AND FURTHER THAT ____ be appointed to the committee.

Declaration of Conflict of Interest:

A true copy of the resolution by the Council of the Municipality of Temagami