THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
REGULAR COUNCIL MEETING
AGENDA

Thursday, February 22, 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.

1. CALL TO ORDER AND ROLL CALL
2. ADOPTION OF THE AGENDA
   Draft Motion:
   BE IT RESOLVED THAT the Regular Council Meeting Agenda dated February 22, 2018 be adopted as presented / amended.
3. DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF
4. CLOSED SESSION
5. ADOPTION OF MINUTES
5.1 Committee of the Whole Meeting February 20, 2018 - DRAFT Minutes
   Draft Motion:
   BE IT RESOLVED THAT the Minutes of the Committee of the Whole meeting held on February 20, 2018 be adopted as presented / amended.
6. BUSINESS ARISING FROM THE MINUTES
7. DELEGATIONS/ PRESENTATIONS
7.1 Registered Delegations/ Presentations
7.2 Unregistered Presentations (Maximum 15 Minutes in Total- in accordance with rules in By-law)
8. CONSENT AGENDA ITEMS
   Draft Motion:
   BE IT RESOLVED THAT Council adopt the consent agenda motions as presented on the agenda.
8.1 Regular Council Meeting Jan 25, 2018 - DRAFT Minutes
   Draft Motion:
   That the draft minutes of the Regular Council Meeting held on January 25, 2018 be adopted as presented.
8.2 Lori Poirier Resignation for the Parks and Recreation Committee
   Draft Motion:
That Council receive Lori Poirier's resignation from the Parks and Recreation Advisory and Service Committee with regret; AND FURTHER THAT a letter be sent to thank her for her service.

8.3 **Memo 2018-M-009 - Ontario Trillium Foundation Seed and Other Grants Workshop**

Draft Motion:
BE IT RESOLVED THAT consent agenda items numbered 8.3 to 8.23 on this agenda be received by Council for information and be noted, filed, and recorded in the minutes of this meeting.

8.4 **Report 2018-005 - Temagami Fire Department - January**

8.5 **Au Chateau Letter to Minister of Health and Long Term Care regarding a Registered Nurse**

8.6 **Town of Lakeshore Resolution regarding marijuana tax revenue**

8.7 **Ministry of Community Safety 2 new proposed regulations under the Fire Protection and Prevention Act 1997**

8.8 **Ministry of Northern Development and Mines Ontario, revitalizing main streets and helping small business grow**

8.9 **PowerTel Utilities Letter regarding the plowing of Wilson Lake Road and liability of PowerTel**

8.10 **District of Nipissing Social Services Admin Bd Intent to negotiate for Ambulance for the fiscal year 2019 2020**

8.11 **Temagami and District Chamber of Commerce Northeast Healthline website for Home and community care services**

8.12 **International Plowing Match New office Grand Opening January 17, 2018**

8.13 **Federation of Northern Ontario Municipalities Media release seeking Northern Ontario platforms from Party Leaders**

8.14 **Ministry of Natural Resources and Forestry Review of long term management direction Nipissing Forest 2019-2029**

8.15 **Infrastructure Ontario Canadian Water and Wastewater Fund program extension to March 31, 2020**

8.16 **Temagami Gold - Gino Chitaroni Notice of Confirmation of Staking**

8.17 **Ministry of Environment and Climate Change Inspection Reports for North and South Water Treatment Plants**

8.18 **Federation of Northern Ontario Municipalities 2018 Executive Awards call for nominations and form**

8.19 **Town of Lakeshore Resolution regarding Storm Water Management and Drain Improvement**

8.20 **Ministry of Environment and Climate Change Draft Watershed Planning and Registry Posting**

8.21 **Draft Minutes - PAC -January 9, 2018**

8.22 **TPSB - Approved November 15 2017 Minutes**

8.23 **Au Chateau Board Meeting Minutes December 20, 2017**

9. **STAFF REPORTS**

9.1 **Items to be Considered Separately from Consent Agenda:**

Draft Motion:
BE IT RESOLVED THAT Council receive report No. 2018-006 – Landfill Attendant Contracts; AND FURTHER THAT Council direct staff to proceed with alternative #______.

2. **Memo 2018-M-008 - pending FPPA legislation**

Draft Motion:
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.

Draft Motion:
BE IT RESOLVED THAT The Municipality send a letter to the Ministry of Community Safety regarding the costs and implications of the proposed mandatory certification of volunteer firefighters; AND FURTHER THAT it be circulated to AMO, FONOM, ROMA TMA and to other northern municipalities for support.

10. **COUNCIL COMMITTEE REPORTS**

10.1 **Items to be Considered Separately from Consent Agenda:**

1. **LTAPP Ad Hoc Committee Report**

11. **ANNOUNCEMENTS AND VERBAL REPORTS FROM MAYOR AND COUNCILLORS**

12. **CORRESPONDENCE**

12.1 **Items to be Considered Separately from Consent Agenda (NEW Items):**

1. **OMAFRA regarding OCIF application not selected for funding**

   Draft Motion:
   BE IT RESOLVED THAT Council receive correspondence from OMAFRA regarding OCIF application not selected for funding; AND FURTHER THAT

2. **ROMA regarding New LTC Beds**

   Draft Motion:
   BE IT RESOLVED THAT Council receive correspondence from ROMA regarding New LTC Beds; AND FURTHER THAT

13. **BY-LAWS**

14. **APPROVED MINUTES OF COMMITTEE MEETINGS**

15. **UNFINISHED BUSINESS**

15.1 **Ad Hoc committee for web page redesign members and Resolution 17-732**

Draft Motion:
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

Draft Motion:
BE IT RESOLVED THAT Council direct staff to draft a Terms of Reference for this committee with the following parameters:

16. NEW BUSINESS

17. NOTICES OF MOTION

17.1 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.

17.2 Notice of Motion by Councillor Ron Prefasi 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.

18. CONFIRMATION BY-LAW

18.1 By-law 18-1388 - Confirmation Bylaw February 20, 2018

Draft Motion:
BE IT RESOLVED THAT By-law 18-1388, 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 22nd day of February; AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

19. ADJOURNMENT
THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
COUNCIL IN COMMITTEE OF THE WHOLE MEETING
DRAFT MINUTES

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

PRESENT: D. Burrows, J. Harding, B. Koski, C. Lowery, D. O'Mara
ABSENT: L. Hunter (with notice), R. Prefasi (with notice)
STAFF: E. Gunnell, J. Sanderson

CALL TO ORDER AND ROLL CALL
Deputy Mayor Brian Koski called the meeting to order at 6:35 p.m. There was one person in the audience.

ADOPTION OF THE AGENDA
18- 047
MOVED BY: J. Harding
SECONDED BY: D. Burrows
BE IT RESOLVED THAT the Committee of the Whole meeting agenda dated February 20, 2018 and the Addendums to that agenda be adopted as presented.
CARRIED

DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF
Councillor C. Lowery declared on item 8.1 – LTAPP Report as her husband is a shareholder in Temagami Barge.
Councillor J. Harding declared on item 7.3 – Landfill Attendant Contracts as he is one of the contractors.

MOVE TO COMMITTEE OF THE WHOLE
18-048
MOVED BY: C. Lowery
SECONDED BY: D. Burrows
BE IT RESOLVED THAT this meeting move to Committee of the Whole.
CARRIED

MINUTES OF PREVIOUS MEETINGS
Regular Council Meeting Jan 25, 2018 - DRAFT Minutes
The draft minutes of the Regular Council Meeting held on January 25, 2018 were discussed and direction was given for them to be listed on the consent agenda for the regular council meeting.

BUSINESS ARISING FROM THE MINUTES
Councillor D. Burrows requested an update on hiring a Planner for the OP Review.
Councillor D. O'Mara requested and update on getting internet installed at the Lake Temagami Access Point and asked about Xplorenet coming to make a presentation to Councill.

**STAFF REPORTS**
The following Staff Reports were discussed and direction was given for listing them on the regular council agenda as follows:

- **Memo 2018-M-009 - Ontario Trillium Foundation Seed and Other Grants Workshop**
  To be placed on the consent agenda and to be received for information.

- **Report 2018-005 - Temagami Fire Department - January**
  To be placed on the consent agenda and to be received for information.

  *Councillor Harding had declared a conflict on this item and moved away from the council table.*
  To be placed on the agenda as an item to be considered separately under Staff Reports.
  *Councillor Harding returned to the council table following the discussion of this item.*

- **Memo 2018-M-008 - pending FPPA legislation**
  To be added to the items to be discussed separately from the consent agenda with an additional motion to have the municipality send a letter to the ministry and AMO, FONOM, ROMA TMA and to other northern municipalities for support.

**COUNCIL COMMITTEE REPORTS**

**LTAPP Ad Hoc Committee Report**
The LTAPP Ad Hoc Committee Report was discussed and direction was given for it to be placed on the regular council agenda as an item to be considered separately from the consent agenda.

**- ANNOUNCEMENTS AND VERBAL REPORTS FROM MAYOR AND COUNCILLORS**

- Councillor Carol Lowery announced that the letter from the Municipality to Canada Post regarding staffing at peak times worked and that we now have a new Post Master with the ability to call in part timers during peak times.

- Brian Koski gave a report on the Public Works meeting and operating budget.

**CORRESPONDENCE**
The correspondence items were discussed and direction was given for all of the correspondence items to be placed on the consent agenda portion of the regular council agenda. Direction was given that the letter of resignation, item 10.3 have a motion to receive it with regret and send a letter of thanks, and the remaining items are to be received for information.

10.1. **Au Chateau Letter to Minister of Health and Long Term Care regarding a Registered Nurse**
10.2. **Town of Lakeshore Resolution regarding marijuana tax revenue**
10.3. **Lori Poirier Resignation for the Parks and Recreation Committee**
10.4. **Ministry of Community Safety 2 new proposed regulations under the Fire Protection and Prevention Act 1997**
10.5. **Ministry of Northern Development and Mines Ontario, revitalizing main streets and helping small business grow**
10.6. PowerTel Utilities Letter regarding the plowing of Wilson Lake Road and liability of PowerTel
10.7. District of Nipissing Social Services Admin Bd Intent to negotiate for Ambulance for the fiscal year 2019-2020
10.8. Temagami and District Chamber of Commerce Northeast Healthline website for Home and community care services
10.9. International Plowing Match New office Grand Opening January 17, 2018
10.10. Federation of Northern Ontario Municipalities Media release seeking Northern Ontario platforms from Party Leaders
10.11. Ministry of Natural Resources and Forestry Review of long term management direction Nipissing Forest 2019-2029
10.12. Infrastructure Ontario Canadian Water and Wastewater Fund program extension to March 31, 2020
10.13. Temagami Gold - Gino Chitaroni Notice of Confirmation of Staking
10.14. Ministry of Environment and Climate Change Inspection Reports for North and South Water Treatment Plants
10.15. Federation of Northern Ontario Municipalities 2018 Executive Awards call for nominations and form
10.16. Town of Lakeshore Resolution regarding Storm Water Management and Drain Improvement

BY-LAWS
None.

APPROVED MINUTES OF COMMITTEE MEETINGS
The minutes of committee and local boards that had been submitted for council consideration were reviewed. Direction was given for them all to be included in consent agenda to be received for information on the regular council agenda.
- Draft Minutes - PAC -January 9, 2018
- TPSB - Approved November 15 2017 Minutes
- Au Chateau Board Meeting Minutes December 20, 2017

UNFINISHED BUSINESS
Ad Hoc committee for web page redesign members and Resolution 17-732
Direction was given for this item to be placed on the regular council agenda as an item to be discussed separately and to have discussion on a Terms of Reference for this committee.

Proposed Motion:
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

Committee of the Whole - February 20, 2018 - DRAFT Minutes
Page 3
NEW BUSINESS
None.

NOTICES OF MOTION

Notice of Motion by Mayor Hunter regarding Electronic Participation in Meetings
Direction was given for this item to be placed on the regular council agenda as an item to be considered separately under Notices of Motion.

Proposed Motion:
MOVED BY: L. Hunter
SECONDED BY: C. Lowery
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.

Notice of Motion by Councillor Ron Prefasi regarding CAO Report
Direction was given for this item to be placed on the regular council agenda as an item to be considered separately under Notices of Motion.

Proposed Motion:
MOVED BY: R. Prefasi
SECONDED BY: D. O'Mara
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.

RETURN TO SPECIAL COUNCIL MEETING
18-049
MOVED BY: J. Harding
SECONDED BY: C. Lowery
BE IT RESOLVED THAT this meeting return to regular session at 7:56 p.m.
CARRIED

MOTIONS ON URGENT * ITEMS
(*Items on this agenda that need to be dealt with prior to the next regular council meeting)
None.
ADJOURNMENT
18-050
MOVED BY: D. O'Mara
SECONDED BY: J. Harding
To adjourn this meeting.
CARRIED

The meeting was adjourned at 7:58 pm.

_________________________    ________________________
                  Mayor                   Clerk
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.

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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 Latempra received approval from the Municipality to install a cell service booster that now provides a limited cell service around the attendant building; AND WHEREAS NeoNet suggested to Councillor O’Mara that the Municipality contact 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.

<table>
<thead>
<tr>
<th>Recorded</th>
<th>YEAS</th>
<th>NAYS</th>
<th>Abstain</th>
</tr>
</thead>
<tbody>
<tr>
<td>L. Hunter</td>
<td>X</td>
<td></td>
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<tr>
<td>D. Burrows</td>
<td>X</td>
<td></td>
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<tr>
<td>J. Harding</td>
<td>X</td>
<td></td>
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<tr>
<td>B. Koski</td>
<td>X</td>
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<tr>
<td>C. Lowery</td>
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<tr>
<td>D. O'Mara</td>
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</tr>
<tr>
<td>R. Prefasi</td>
<td>X</td>
<td></td>
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</tr>
</tbody>
</table>

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
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
Corporation of the Municipality of Temagami

Memorandum to Council

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: Roxanne St. Germain, Administrative Assistant

Reviewed by: Elaine Gunnell, Clerk

On behalf of: Council

Name, Position

Name, Position

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

<table>
<thead>
<tr>
<th>Date</th>
<th>Organization registration deadline: <strong>January 31, 2018, 5 p.m. ET.</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>February 21, 2018</td>
<td>Seed Application Deadline</td>
</tr>
</tbody>
</table>
| June 22, 2018      | • 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

<table>
<thead>
<tr>
<th>Date</th>
<th>Organization registration deadline: <strong>April 25, 2018, 5 p.m. ET</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>May 16, 2018</td>
<td>Grow Application Deadline</td>
</tr>
</tbody>
</table>
| October 5, 2018    | • 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

<table>
<thead>
<tr>
<th>Date</th>
<th>Organization registration deadline: <strong>July 25, 2018, 5 p.m. ET.</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>August 15, 2018</td>
<td>Capital Application Deadline</td>
</tr>
</tbody>
</table>
| December 14, 2018  | • 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

<table>
<thead>
<tr>
<th>Date</th>
<th>Organization Registration Deadline: <strong>October 17, 2018, 5 p.m. ET.</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>November 7, 2018</td>
<td>Transform Application Deadline</td>
</tr>
</tbody>
</table>
| March 29, 2019   | • 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.
The **Canadian Index of Wellbeing (CIW)** 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?](https://otf.ca/sites/default/files/ontarioreport-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](https://otf.ca/what-we-fund/action-areas/active-people) – the areas in which we focus our investments – on 12 of the CIW’s measurement indicators.

<table>
<thead>
<tr>
<th>OTF Action Area</th>
<th>CIW Indicator(s)</th>
</tr>
</thead>
</table>
| Active People   | • Average monthly frequency of participation in physical activity is greater than 15 minutes  
<p>|                 | • Percentage of Ontarians with self-reported diabetes |</p>
<table>
<thead>
<tr>
<th>OTF Action Area</th>
<th>CIW Indicator(s)</th>
</tr>
</thead>
</table>
| **CONNECTED PEOPLE** | • 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/connected-people) | |
| **GREEN PEOPLE** | • Ecological Footprint  
• **Canadian Living Planet Index** (http://wwwwwf.ca/newsroom/reports/living_planet_report_2014.cfm) |
<p>| (<a href="http://otf.ca/what-we-fund/action-areas/green-people">http://otf.ca/what-we-fund/action-areas/green-people</a>) | |</p>
<table>
<thead>
<tr>
<th>OTF Action Area</th>
<th>CIW Indicator(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>INSPIRED PEOPLE</td>
<td>• Average percentage of time spent on the previous day in arts and culture activities</td>
</tr>
<tr>
<td></td>
<td>[<a href="http://otf.ca/what-we-fund/action-areas/inspired-people">http://otf.ca/what-we-fund/action-areas/inspired-people</a>)]</td>
</tr>
<tr>
<td>PROMISING YOUNG PEOPLE</td>
<td>• Percentage of children doing well on five developmental domains</td>
</tr>
<tr>
<td></td>
<td>• Average of five social and emotional competence scores among 12-13 year olds</td>
</tr>
<tr>
<td></td>
<td>• Percentage of 20-24 year olds completing high school</td>
</tr>
</tbody>
</table>
|                      | [http://otf.ca/what-we-fund/action-areas/promising-young-people]) }
<table>
<thead>
<tr>
<th>OTF Action Area</th>
<th>CIW Indicator(s)</th>
</tr>
</thead>
</table>
| ![Prosperous People](http://otf.ca/what-we-fund/action-areas/prosperous-people) | • Percentage of persons in low income  
• Scaled value of the Centre for the Study of Living Standards ([http://www.csls.ca/](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.
INVESTMENT STRATEGY
What we fund

ACTIVE PEOPLE
Fostering more active lifestyles

CONNECTED PEOPLE
Building inclusive and engaged communities together

GREEN PEOPLE
Encouraging people to support a healthy and sustainable environment

INSPIRED PEOPLE
Enriching people's lives through arts, culture and heritage

PROMISING YOUNG PEOPLE
Supporting the positive development of children and youth

PROSPEROUS PEOPLE
Enhancing people's economic wellbeing

ACTION AREAS

PRIORITY OUTCOMES

Higher quality programming and infrastructure to support physical activity
- More people become active
- Diverse groups work better together to shape community
- Reduced Social Isolation
- More ecosystems are protected and restored
- People reduce their impact on the environment
- Better quality programming and infrastructure to experience culture, heritage and the arts
- More children and youth have emotional and social strengths
- More youth are meaningfully engaged in the community

PRIORITY OUTCOMES

Trained and certified coaches, officials and volunteers
- Infrastructure is accessible and available for physical activity
- People have a say shaping the services and programs that matter to them
- People who are isolated have connections in their community
- People participate in ecosystem conservation and restoration efforts
- People connect with the environment and understand their impact on it
- Arts, culture and heritage have appropriate spaces
- 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
- Youth facing barriers volunteer and are in leadership roles
- People who are economically vulnerable have access to community services that enhance financial stability
- People have the skills and knowledge to achieve greater financial independence

Programs are safe, inclusive, fair, and age and ability-appropriate
- Ontarians participate in an active lifestyle
- People who are marginalized take on leadership roles in their communities
- Conservation and restoration efforts are better planned and more sustainable
- People and resource users take deliberate actions to benefit the environment
- Skills and knowledge are transferred to the next generation of artistic leaders
- People are engaged in community-based arts creation
- Children and youth who are facing barriers develop strong emotional and social skills
- 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 stewardship
- Preservation and animation of cultural heritage
- Capital Grant Results

Grant Results that include a pre-post survey metric

www.otf.ca | 1 800 263 2887 | otf@otf.ca
## INVESTMENT STREAMS

### TYPES OF PROJECTS

**Seed Grants**  
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  
- **Amount and Term:**  
  - $5,000 - $75,000  
  - Term: Up to 1 year  
- **Deadlines:**  
  - Organization registration deadline: January 31, 2018, 5 p.m. ET.  
  - Application deadline: February 21, 2018, 5 p.m. ET.  
- **Think about your idea:**  
  - Is it new and untested?  
  - In need of research and study?  
  - Do you need one year to experiment?

**Grow Grants**  
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  
- **Amount and Term:**  
  - $50,000 - $250,000 per year  
  - Term: 2-3 years  
- **Deadlines:**  
  - Spring 2018  
- **Think about your idea:**  
  - Is it based on an existing and successful project?  
  - Is the research done and project ready to go?  
  - Are the outcomes measurable and predictable?

**Capital Grants**  
Broadening access to and improving community spaces  
- **For:**  
  - Equipment  
  - New construction  
  - Renovations or repairs to community spaces  
- **Amount and Term:**  
  - $5,000 - $150,000  
  - Term: Up to 1 year  
- **Deadlines:**  
  - Summer 2018  
- **Think about your idea:**  
  - Is it 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:

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

**CONNECTED PEOPLE**
- 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

**GREEN PEOPLE**
- 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

**INSPIRED PEOPLE**
- 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

**PROMISING YOUNG PEOPLE**
- 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

**PROSPEROUS PEOPLE**
- 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.

<table>
<thead>
<tr>
<th>OTF BUDGET REQUEST</th>
<th>DESCRIPTION</th>
<th>NOTES (example)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Direct Personnel Cost</strong></td>
<td>Salaries, mandatory employment-related costs and employee benefits of new or maintained staff positions funded specifically to carry out the project.</td>
<td>• 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</td>
</tr>
<tr>
<td><strong>Direct Non-Personnel Costs</strong></td>
<td>All non-personnel costs directly attributable to the project, for the delivery of the program/service.</td>
<td></td>
</tr>
</tbody>
</table>
| **Purchased service**     | Services purchased from contractors/subject experts specifically relating to the delivery of the project. | • 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. | • Space rental (6 sessions): $4,000  
• Marketing and promotional costs: $10,000 |
<table>
<thead>
<tr>
<th>Supplies And Materials</th>
<th>Items purchased to use in the delivery of the project.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Equipment</td>
<td>Capital purchases that are not construction or renovation. Equipment only which must be directly related to the project.</td>
</tr>
<tr>
<td>Travel</td>
<td>Travelling costs incurred by employees, volunteers and participants, that are directly related to the project.</td>
</tr>
<tr>
<td>Evaluation</td>
<td>Up to a maximum of 10% of the total OTF Budget Request can be used for evaluation of your grant project.</td>
</tr>
<tr>
<td>Other</td>
<td>Other costs directly related to the delivery of the project but not captured in the categories provided.</td>
</tr>
<tr>
<td>Overhead And Administration</td>
<td>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.</td>
</tr>
<tr>
<td>Total OTF Budget Request</td>
<td>Total funding requested from OTF must be between $5,000 and $75,000, for up to one year</td>
</tr>
</tbody>
</table>

- 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: $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
- 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
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.)
What do you expect your next steps will be a result of this

Please also outline how your organization will use new skills.

What does your organization, the community or sector expect to

learn as a result of this project?

What are you hoping to learn from this project?

and that contribute to the Grant Result:

Provide a brief description of the activities you will undertake to complete this project.
<table>
<thead>
<tr>
<th>Weight</th>
<th>Assessment Area</th>
<th>Score</th>
<th>Assessment Questions and Supporting Questions</th>
<th>Assessment Consideration</th>
</tr>
</thead>
<tbody>
<tr>
<td>50%</td>
<td>Strategy</td>
<td>-2</td>
<td>The strategy is appropriate for achieving the expected learning that broadly aligns with the Grant Result</td>
<td>The idea, challenge, and opportunity being explored is well understood.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>-1</td>
<td>What is the idea, challenge or opportunity that the organization will explore in this project?</td>
<td>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.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>0</td>
<td>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?</td>
<td></td>
</tr>
<tr>
<td>25%</td>
<td>Process</td>
<td>-2</td>
<td>The processes to be employed are appropriate for achieving the expected learning</td>
<td>The application must show a reasonable timeline and describe links between the project activities and the project objective.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>-1</td>
<td>Did they provide a brief description of the activities that they will perform to complete this project?</td>
<td></td>
</tr>
<tr>
<td>25%</td>
<td>People</td>
<td>-2</td>
<td>People will learn and grow from this endeavor</td>
<td>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.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>-1</td>
<td>What are they hoping to learn from this project?</td>
<td></td>
</tr>
<tr>
<td>N/A</td>
<td>Value for Money</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>N/A</td>
<td>Infrastructure</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100%</td>
<td>Total</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
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** | **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. | • 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. | • 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. | • 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** | 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. 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. | • 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 |
<p>| <strong>Total OTF Budget Request</strong> | 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>
<table>
<thead>
<tr>
<th>Weight</th>
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<tbody>
<tr>
<td>40%</td>
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<tr>
<td>30%</td>
</tr>
<tr>
<td>20%</td>
</tr>
<tr>
<td>10%</td>
</tr>
<tr>
<td>N/A</td>
</tr>
<tr>
<td>100%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Assessment Area</th>
<th>Score</th>
<th>Assessment questions and supporting questions</th>
<th>Assessment Consideration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strategy</td>
<td>SD -2</td>
<td>What is the idea, challenge or opportunity that the organization will explore in this project?</td>
<td>The idea, challenge, or opportunity being explored is evidence-based and well understood.</td>
</tr>
<tr>
<td></td>
<td>D -1</td>
<td>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?</td>
<td>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.</td>
</tr>
<tr>
<td></td>
<td>N 0</td>
<td>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?</td>
<td>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.</td>
</tr>
<tr>
<td>Process</td>
<td>SD -2</td>
<td>Did they provide a summary of the evidence that supports the design of their program? (represents 10%)</td>
<td>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.</td>
</tr>
<tr>
<td></td>
<td>D -1</td>
<td>Grow Application Workbook (represents 20%)</td>
<td>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.</td>
</tr>
<tr>
<td>People</td>
<td>SD -2</td>
<td>What are they hoping to learn from this project?</td>
<td>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.</td>
</tr>
<tr>
<td></td>
<td>D -1</td>
<td>Did they provide a description of the core team members leading and/or supporting the project?</td>
<td>The competency of the people involved aligns with the project objectives.</td>
</tr>
<tr>
<td>Value for money</td>
<td>SD -2</td>
<td>Does the cost seem reasonable to achieve the identified grant result?</td>
<td>$/Metric</td>
</tr>
</tbody>
</table>

| 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 Contact 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
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.

<table>
<thead>
<tr>
<th>OTF BUDGET REQUEST</th>
<th>DESCRIPTION</th>
<th>NOTES (EXAMPLES)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction/Renovation</td>
<td>Repairs, renovations or construction costs</td>
<td>Contractor costs to renovate the community centre kitchen: $55,000 (quotes received), or repairs to the Sports Hall gymnasium: $10,500 (quotes received), or costs associated with new construction of visitor's centre: $100,000 (quotes received)</td>
</tr>
<tr>
<td>Equipment</td>
<td>Purchase of fixed and non-fixed equipment directly related to the project</td>
<td>Purchase of kitchen fridges and stoves $7,000, or purchase of basketballs, hoops, bleachers: $11,000 (quotes received), or purchase of 8 tables and 32 chairs: $3,200</td>
</tr>
<tr>
<td>Land/Property Purchase</td>
<td>The direct purchase cost of land or property</td>
<td>Direct cost only. Do not include extra costs associated with the purchase such as transaction costs (registry, legal, insurance, etc.)</td>
</tr>
<tr>
<td>Developmental Costs</td>
<td>Developmental costs associated with construction, to a maximum of 20% of the total grant request</td>
<td>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)</td>
</tr>
<tr>
<td>Total OTF Budget Request</td>
<td>Total funding requested from OTF must be at least $5,000 and at most $150,000, for up to one year</td>
<td></td>
</tr>
<tr>
<td>Weight</td>
<td>Assessment Area</td>
<td>Score</td>
</tr>
<tr>
<td>--------</td>
<td>----------------</td>
<td>-------</td>
</tr>
<tr>
<td>20%</td>
<td>Strategy</td>
<td>-2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>-1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>20%</td>
<td>Process</td>
<td>-2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>-1</td>
</tr>
<tr>
<td>20%</td>
<td>People</td>
<td>-2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>-1</td>
</tr>
<tr>
<td>20%</td>
<td>Infrastructure &amp; Equipment</td>
<td>-2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>-1</td>
</tr>
<tr>
<td>20%</td>
<td>Value for Money</td>
<td>-2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>-1</td>
</tr>
</tbody>
</table>
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%**
## SEED VS GROW

<table>
<thead>
<tr>
<th>SEED</th>
<th>GROW</th>
</tr>
</thead>
<tbody>
<tr>
<td>New and untested</td>
<td>Existing and successful</td>
</tr>
<tr>
<td>Needs research and study</td>
<td>Ready to go or &quot;research complete, ready to go&quot;</td>
</tr>
<tr>
<td>Outcomes unknown: may be measured</td>
<td>Outcomes predictable: must be measured</td>
</tr>
<tr>
<td>One year to experiment</td>
<td>2 to 3 years to launch, improve, scale or expand an existing, proven program</td>
</tr>
<tr>
<td>Smaller investment that allows for some risk</td>
<td>Major investment in a known quantity</td>
</tr>
</tbody>
</table>
# GRANT RESULTS & METRICS

## BY ACTION AREA & STREAM

<table>
<thead>
<tr>
<th>Action Area</th>
<th>ACTIVE PEOPLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priority Outcomes</td>
<td>Higher quality programming &amp; infrastructure to support physical activity</td>
</tr>
<tr>
<td>Grant Results</td>
<td>Trained &amp; certified coaches, officials &amp; volunteers</td>
</tr>
<tr>
<td>Metrics</td>
<td>Focus area of program: (pick-list)</td>
</tr>
<tr>
<td>Survey Tools</td>
<td>N/A</td>
</tr>
</tbody>
</table>
# Grant Results & Metrics

**By Action Area & Stream**

<table>
<thead>
<tr>
<th>Action Area</th>
<th><strong>Active People</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Priority Outcomes</td>
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</tr>
<tr>
<td>Grant Results</td>
<td>Trained &amp; certified coaches, officials &amp; volunteers</td>
</tr>
<tr>
<td>Metrics</td>
<td>N/A</td>
</tr>
</tbody>
</table>
ACTIVE PEOPLE
More people become active
Infrastructure is accessible & available for physical activity
Amount of new/renovated space (total sqft/km), Number of additional hours available

High-quality programming & infrastructure to support physical activity
Infrastructure for unstructured & structured physical activities
Amount of new/renovated space (total sqft/km)
# Grant Results & Metrics

## By Action Area & Stream

<table>
<thead>
<tr>
<th>Action Area</th>
<th>Priority Outcomes</th>
<th>Grant Results</th>
<th>Metrics</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Diverse groups work better together to shape community</strong></td>
<td><strong>People who are marginalized take on leadership roles in their communities</strong></td>
<td><strong>People who are isolated have connections in their community</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Reduced social isolation</strong></td>
<td><strong>Diverse groups work together to improve community life</strong></td>
<td><strong>Head count; Percent people who are marginalized</strong></td>
</tr>
<tr>
<td></td>
<td><strong>People have a say shaping the services &amp; programs that matter to them</strong></td>
<td><strong>People who are engaged in program updates</strong></td>
<td><strong>Head count; Multi; Percent people in each diverse group</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Survey Tools</th>
<th><strong>N/A</strong></th>
<th><strong>Day and Sin's Leadership Effectiveness Measure</strong></th>
<th><strong>Intergroup Contact Scale</strong></th>
<th><strong>The Social Provisions Scale</strong></th>
</tr>
</thead>
</table>
GRANT RESULTS & METRICS

BY ACTION AREA & STREAM

Action Area

Priority Outcomes

Grant Results

Metrics

CONNECTED PEOPLE

CONNECTED PEOPLE

Diverse groups work better together to shape community

People who are marginalized take on leadership roles in their communities

People have a say shaping the systems & programs that matter to them

Reduced social isolation

People who are isolated have connections in their community

N/A

N/A
GRANT RESULTS & METRICS
BY ACTION AREA & STREAM

Action Area

Priority Outcomes
- Diverse groups work better together to shape community
- Reduced social isolation

Grant Results
- Diverse groups work together to improve community life
- People who are isolated have connections in their community

Metrics
- Amount of new/renovated space (total sqft, km)
- Amount of new/renovated space (total sqft, km)
# Grant Results & Metrics

## By Action Area & Stream

<table>
<thead>
<tr>
<th>Action Area</th>
<th>GREEN PEOPLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priority Outcomes</td>
<td>More ecosystems are protected &amp; restored</td>
</tr>
<tr>
<td>Grant Results</td>
<td>People participate in ecosystem conservation &amp; restoration efforts</td>
</tr>
<tr>
<td>Metrics</td>
<td>Head count: People participating in the initiative</td>
</tr>
<tr>
<td>Survey Tools</td>
<td>N/A</td>
</tr>
<tr>
<td>Action Area</td>
<td>GREEN PEOPLE</td>
</tr>
<tr>
<td>---------------------</td>
<td>--------------</td>
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<tr>
<td>Metrics</td>
<td>N/A</td>
</tr>
</tbody>
</table>
## GRANT RESULTS & METRICS
### BY ACTION AREA & STREAM

<table>
<thead>
<tr>
<th>Action Area</th>
<th>GREEN PEOPLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priority Outcomes</td>
<td>More ecosystems are protected and restored</td>
</tr>
<tr>
<td>Grant Results</td>
<td>Conservation &amp; restoration efforts are better planned and more sustainable</td>
</tr>
</tbody>
</table>
| Metrics | Type of implementation: (pick-list)  
Area impacted through the ground implementation (km, km²) |
## GRANT RESULTS & METRICS
### BY ACTION AREA & STREAM

<table>
<thead>
<tr>
<th>Action Area</th>
<th>INSPRIED PEOPLE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Priority Outcomes</strong></td>
<td><strong>Grant Results</strong></td>
</tr>
<tr>
<td>Better quality programming and infrastructure to experience culture, heritage and the arts</td>
<td>Skills and knowledge are transferred to the next generation of artistic leaders</td>
</tr>
<tr>
<td><strong>Metrics</strong></td>
<td><strong>Survey Tools</strong></td>
</tr>
<tr>
<td>Head count: People who gain skills and knowledge</td>
<td>Head count: People who experience the program</td>
</tr>
</tbody>
</table>
### GRANT RESULTS & METRICS
### BY ACTION AREA & STREAM

<table>
<thead>
<tr>
<th>Action Area</th>
<th>INSPIRED PEOPLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priority Outcomes</td>
<td>Better quality programming &amp; infrastructure to experience culture, heritage &amp; the arts</td>
</tr>
<tr>
<td>Grant Results</td>
<td>Arts, culture &amp; heritage have appropriate spaces</td>
</tr>
<tr>
<td>Metrics</td>
<td>Amount of new/renovated space (total sqft, km) &lt;br&gt; Number of additional hours available &lt;br&gt; Primary focus of the initiative: (pick-list)</td>
</tr>
</tbody>
</table>
## GRANT RESULTS & METRICS

### BY ACTION AREA & STREAM

<table>
<thead>
<tr>
<th>Action Area</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Promising Young People</td>
<td></td>
</tr>
<tr>
<td>More children &amp; youth have emotional &amp; social strengths</td>
<td>More youth are meaningfully engaged in the community</td>
</tr>
<tr>
<td>Parent, caregivers &amp; adult allies have the skills to support children &amp; youth who are facing barriers</td>
<td>Children &amp; youth who are facing barriers develop strong emotional &amp; social skills</td>
</tr>
<tr>
<td>Youth facing barriers volunteer and are in leadership roles</td>
<td>Youth are involved in creating solutions for challenges facing their communities</td>
</tr>
</tbody>
</table>

### Metrics

- Head count: Parents, caregivers & adult allies
- Head count: Children & youth
- Head count: Youth volunteers
- Head count: Youth

### Child Reading Practices Report

- Strengths and Difficulties Questionnaire
- Active and Engaged Citizenship
- Involvement and Interaction Rating Scale
GRANT RESULTS & METRICS
BY ACTION AREA & STREAM

Action Area

Priority Outcomes
More children & youth have emotional & social strengths
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

Metrics
N/A
N/A
N/A
N/A
N/A
GRANT RESULTS & METRICS
BY ACTION AREA & STREAM

Priority Outcomes

More children & youth have emotional & social strengths
More youth are meaningfully engaged in the community

Grant Results

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

Action Area

Priority Outcomes

increased economic stability

increased economic opportunity

Grant Results

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

People who have access to community services

People have the skills & knowledge to achieve greater financial independence

People become and stay employed

People become entrepreneurs

Metrics

Vulnerable populations

Community services - basic/essential services

Headcount: People who access programs

Vulnerable populations

Community services - major types

Headcount: People who access programs

Survey Tools

Self Sufficiency Matrix

Self Sufficiency Matrix

Financial Capability Inventory

Employment Prevalence Index

N/A
GRANT RESULTS & METRICS
BY ACTION AREA & STREAM

Action Area

Priority Outcomes

Increased economic stability
Increased economic opportunity

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 and knowledge to achieve greater financial independence.
People become and stay employed.
People become entrepreneurs.

Metrics

N/A
N/A
N/A
N/A
N/A
N/A
# Development of a Recreational Multi-Use Trail

<table>
<thead>
<tr>
<th>Your Long-Term Goal</th>
<th>Action Area</th>
<th>Grant Result</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plan and build an accessible multi-use trail</td>
<td><strong>Active People</strong></td>
<td>Infrastructure is accessible and available for physical activity</td>
</tr>
<tr>
<td>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</td>
<td><strong>Promising Young People</strong></td>
<td>People become and stay employed</td>
</tr>
<tr>
<td>Provide trail planning and development apprenticeship opportunities to local people living in low income communities</td>
<td><strong>Inspired People</strong></td>
<td>Conservation and restoration efforts are better planned and more sustainable People become and stay employed</td>
</tr>
<tr>
<td>Engage community youth to lead the design and development of a trail, ensuring relevance for young people</td>
<td><strong>Green People</strong></td>
<td>Youth are involved in creating solutions for challenges facing their community</td>
</tr>
<tr>
<td>Community members work with professional artists to create permanent art installations along a multi-use trail</td>
<td><strong>Prosperous People</strong></td>
<td>People are engaged in community-based arts creation</td>
</tr>
</tbody>
</table>

**Activity 1**

**Match best grant result to apply for best grant**
Temagami Fire Department
Monthly Report of Activities
for the month of: January 2018

1 Activation
• 1:46 PM, January 3rd – 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
January 17, 2018

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, S.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.
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 RN's 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 RN's.

The recruitment of RN's 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 RN's, 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 ongoing 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 RN's, 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

Léa 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 Facebook and Twitter.
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

/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
Incoming correspondence

From: OAFC President [mailto:info=oafc.on.ca@mail202.atl61.mcsv.net] On Behalf Of OAFC 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
2. Community risk assessments to inform the delivery of fire protection services.


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
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

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

“NFPA” means the National Fire Protection Association.
(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

<table>
<thead>
<tr>
<th>Item</th>
<th>Column 1</th>
<th>Column 2</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Fire protection service</td>
<td>Certification standard</td>
</tr>
<tr>
<td>5.</td>
<td>Develop, implement or deliver a public education program and supporting materials</td>
<td>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</td>
</tr>
</tbody>
</table>
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
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 Coté-Paquette <chantal@southtemiskaming.com>; Chantal Charbonneau <ccharbonneau@enterprisetemiskaming.ca>; cobalt@ntl.sympatico.ca; toc@ontera.net; harris@ntl.sympatico.ca; harlytwp@paralink.net; Jaime Allen <jallen@latchford.ca>; Lorne Hildcoat <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

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**

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Funding Allocation Up To ($)</th>
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<tbody>
<tr>
<td>City of Barrie</td>
<td>148,125</td>
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<td>City of Belleville</td>
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<td>City of Brampton</td>
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<td>City of Brockville</td>
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<td>City of Port Colborne</td>
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</table>
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 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 websites 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 Municipalities 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
Access/Environmental Manager,
PowerTel Utilities
January 22, 2018

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

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
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.
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.
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
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
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.

Source:
Catherine Levac-Lafond
Lead Coordinator, IPM 2019
705.753.6958
clevac-lafond@westnipssing.ca
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
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 kilometre 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/forestd plans). 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 McPheeters, R.P.F.
Nipissing Forest Resource Management Inc.
128 Lansdowne Ave. East, PO. Box 179
Callander, ON
POH 1H0
tel: 705-752-5030
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

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 (FEPETEU) : 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 FEPETEU, 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’avis 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 FEPETEU 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 FEPETEU 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-infrastructure et de détruire toute copie de ce message. Merci d’avance.
Date January 23, 2019

The Corporation of the Improvement District of Temagami
General Delivery, Temagami Ontario P0H 2H0

RE: Notice of Confirmation of staking

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

PIN # 49005-0236 (lot # 24644 sec N1W)

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

Strathy Twp, Temagami, Ontario

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

4270062

Mining Claim Number(s)

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

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

Cell #

Ontario P0J 1NO

Telephone # 705-622-0255 e-mail Optional

Sincerely,

Full Name Thomas Van Cardinal

Signature: Licensee Date signed January 24, 2018

Contact Person for service: Gino Chitaroni

Email: gino.chitaroni@hotmail.com or Cell # 705-676-1956
The Corporation of the Improvement District of Temagami, General Delivery, Temagami, Ontario P0H 2H0

NOTE: ADJOINING PROPERTIES SHOULD BE INVESTIGATED TO ASCERTAIN DESCRIPTIVE INCONSISTENCIES, IF ANY, WITH DESCRIPTION REPRESENTED FOR THIS PROPERTY.

NOTE: ENSURE THAT YOUR PRINTOUT STATES THE TOTAL NUMBER OF PAGES AND THAT YOU HAVE PICKED THEM ALL UP.

NOTE: RESULTS WERE GENERATED VIA WWW.GEOWAREHOUSE.CA
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
Email: clerk@temagami.ca

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>; Yuan 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 societial 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:

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

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>
<thead>
<tr>
<th>TABLE 1:</th>
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<tbody>
<tr>
<td><strong>Likelihood of Consequence Occurring</strong></td>
</tr>
<tr>
<td>0% - 0.99% (Possible but Highly Unlikely)</td>
</tr>
<tr>
<td>1 - 10% (Unlikely)</td>
</tr>
<tr>
<td>11 - 49% (Possible)</td>
</tr>
<tr>
<td>50 - 89% (Likely)</td>
</tr>
<tr>
<td>90 - 100% (Almost Certain)</td>
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<table>
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<th>TABLE 2:</th>
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<tbody>
<tr>
<td><strong>Consequence</strong></td>
</tr>
<tr>
<td>Medium Administrative Consequence</td>
</tr>
<tr>
<td>Major Administrative Consequence</td>
</tr>
<tr>
<td>Minor Environmental Consequence</td>
</tr>
<tr>
<td>Minor Health Consequence</td>
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<tr>
<td>Medium Environmental Consequence</td>
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<td>Major Environmental Consequence</td>
</tr>
<tr>
<td>Medium Health Consequence</td>
</tr>
<tr>
<td>Major Health Consequence</td>
</tr>
</tbody>
</table>
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.

<table>
<thead>
<tr>
<th>TABLE 3:</th>
<th>Does the Operator in Charge ensure that the equipment and processes are monitored, inspected and evaluated?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Risk = Likelihood × Consequence</td>
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<tr>
<td></td>
<td>C=1</td>
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<tr>
<td>Medium Administrative Consequence</td>
<td>Major Administrative Consequence</td>
</tr>
<tr>
<td>L=4 (Almost Certain)</td>
<td>L=1 (Unlikely)</td>
</tr>
<tr>
<td>R=4</td>
<td>R=2</td>
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</table>

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 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.

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](image)

**Figure 1**

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

For further information, please visit [www.ontario.ca/drinkingwater](http://www.ontario.ca/drinkingwater)
January 26, 2018

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 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 Ilerich, Supervisor, Safe Drinking Water Branch – Timmins/North Bay, MOECC
TEMAGAMI NORTH  DRINKING WATER SYSTEM
Inspection Report

Site Number:
Inspection Number:
Date of Inspection:
Inspected By:

220000433
1-F7Q2R
Nov 23, 2017
Lori Duquette
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- Treatment Process Monitoring 6
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- Reporting and Corrective Actions 9

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Summary of Best Practice Issues and Recommendations 11

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Appendices

A. Ministry Inspection Rating Record (IRR)

B. Key Reference and Guidance Material for Municipal Residential DWS
**OWNER INFORMATION:**

<table>
<thead>
<tr>
<th>Company Name:</th>
<th>TEMAGAMI, THE CORPORATION OF THE MUNICIPALITY OF</th>
</tr>
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<tbody>
<tr>
<td>Street Number:</td>
<td>7</td>
</tr>
<tr>
<td>Street Name:</td>
<td>LAKESHORE Dr</td>
</tr>
<tr>
<td>City:</td>
<td>TEMAGAMI</td>
</tr>
<tr>
<td>Province:</td>
<td>ON</td>
</tr>
<tr>
<td>Unit Identifier:</td>
<td>P.O. Box 220</td>
</tr>
<tr>
<td>Postal Code:</td>
<td>P0H 2H0</td>
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**CONTACT INFORMATION**

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<thead>
<tr>
<th>Type:</th>
<th>Owner</th>
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<tbody>
<tr>
<td>Name:</td>
<td>Patrick Cormier</td>
</tr>
<tr>
<td>Phone:</td>
<td>(705) 569-3421</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:cao@temagami.ca">cao@temagami.ca</a></td>
</tr>
<tr>
<td>Title:</td>
<td>CAO, Municipality of Temagami</td>
</tr>
<tr>
<td>Fax:</td>
<td>(705) 569-2834</td>
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<tr>
<th>Type:</th>
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<tbody>
<tr>
<td>Name:</td>
<td>Barry Turcotte</td>
</tr>
<tr>
<td>Phone:</td>
<td>(705) 569-3272</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:publicworks@temagami.ca">publicworks@temagami.ca</a></td>
</tr>
<tr>
<td>Title:</td>
<td>Superintendent, Public Works, Municipality of Temagami</td>
</tr>
<tr>
<td>Fax:</td>
<td>(705) 569-2834</td>
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<thead>
<tr>
<th>Type:</th>
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</thead>
<tbody>
<tr>
<td>Name:</td>
<td>Victor Legault</td>
</tr>
<tr>
<td>Phone:</td>
<td>(705) 672-5549</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:viegault@ocwa.com">viegault@ocwa.com</a></td>
</tr>
<tr>
<td>Title:</td>
<td>Senior Operations Manager, OCWA, Northeastern Region</td>
</tr>
<tr>
<td>Fax:</td>
<td>(705) 672-2534</td>
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<tr>
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<tbody>
<tr>
<td>Name:</td>
<td>Claude Mongrain</td>
</tr>
<tr>
<td>Phone:</td>
<td>(705) 672-5584</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:cmongrain@ocwa.com">cmongrain@ocwa.com</a></td>
</tr>
<tr>
<td>Title:</td>
<td>ORO - Temagami North and South DWS, OCWA, Northeastern Region</td>
</tr>
<tr>
<td>Fax:</td>
<td>(705) 672-2534</td>
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<td>Name:</td>
<td>Rebecca Marshall</td>
</tr>
<tr>
<td>Phone:</td>
<td>(705) 672-5549</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:rmarshall@ocwa.com">rmarshall@ocwa.com</a></td>
</tr>
<tr>
<td>Title:</td>
<td>Process and Compliance Technician - OCWA</td>
</tr>
<tr>
<td>Fax:</td>
<td>(705) 672-2534</td>
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</tr>
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<tbody>
<tr>
<td>Name:</td>
<td>Ryan Peters</td>
</tr>
<tr>
<td>Phone:</td>
<td>(705) 647-4305 x2250</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:petersr@timiskaminghu.com">petersr@timiskaminghu.com</a></td>
</tr>
<tr>
<td>Title:</td>
<td>Program Manager, Timiskaming Health Unit</td>
</tr>
<tr>
<td>Fax:</td>
<td>(705) 647-5779</td>
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<tr>
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<th>MOECC SDWB</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
<td>Sherry Ilersich</td>
</tr>
<tr>
<td>Phone:</td>
<td>(705) 495-3834</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:sherry.ilersich@ontario.ca">sherry.ilersich@ontario.ca</a></td>
</tr>
<tr>
<td>Title:</td>
<td>Water Compliance Supervisor, Timmins / NorthBay</td>
</tr>
<tr>
<td>Fax:</td>
<td>(705) 497-6866</td>
</tr>
</tbody>
</table>

**INSPECTION DETAILS:**

Site Name: TEMAGAMI NORTH DRINKING WATER SYSTEM

Report Generated for duquello on 26/01/2018 (dd/mm/yyyy)
Site #: 220000432
TEMAGAMI NORTH DRINKING WATER SYSTEM
Date of Inspection: 23/11/2017 (dd/mm/yyyy)
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

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<td>Site (Name):</td>
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<td>Type:</td>
<td>Source</td>
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<tr>
<td>Sub Type:</td>
<td>Surface Water</td>
</tr>
<tr>
<td>Comments:</td>
<td>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 &quot;BCA&quot; water treatment package plants located within the WTP.</td>
</tr>
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<tr>
<th>Site (Name):</th>
<th>Treatment Plant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type:</td>
<td>Treated Water POE</td>
</tr>
<tr>
<td>Sub Type:</td>
<td>Treatment Facility</td>
</tr>
<tr>
<td>Comments:</td>
<td>The system is centred on two &quot;BCA&quot; 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.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Site (Name):</th>
<th>Distribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type:</td>
<td>Other</td>
</tr>
<tr>
<td>Sub Type:</td>
<td>Other</td>
</tr>
<tr>
<td>Comments:</td>
<td>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 &quot;North Tower&quot; which has a storage capacity of 732 m³ and assists with maintaining water pressure in the system.</td>
</tr>
</tbody>
</table>
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 alarms to 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: January 26/18

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

<table>
<thead>
<tr>
<th>DWS Name</th>
<th>TEMAGAMI NORTH DRINKING WATER SYSTEM</th>
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<tbody>
<tr>
<td>DWS Number</td>
<td>220000433</td>
</tr>
<tr>
<td>DWS Owner</td>
<td>Temagami, The Corporation Of The Municipality Of Temagami</td>
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<td>Regulation</td>
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<td>Focused</td>
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<td>Inspection Date</td>
<td>November 23, 2017</td>
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<td>North Bay Area Office</td>
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Maximum Question Rating: 485

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<tr>
<th>Inspection Module</th>
<th>Non-Compliance Rating</th>
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<tbody>
<tr>
<td>Capacity Assessment</td>
<td>0 / 30</td>
</tr>
<tr>
<td>Treatment Processes</td>
<td>0 / 60</td>
</tr>
<tr>
<td>Operations Manuals</td>
<td>0 / 28</td>
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<tr>
<td>Logbooks</td>
<td>0 / 14</td>
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<tr>
<td>Certification and Training</td>
<td>0 / 42</td>
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<tr>
<td>Water Quality Monitoring</td>
<td>0 / 112</td>
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<tr>
<td>Reporting &amp; Corrective Actions</td>
<td>0 / 66</td>
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<tr>
<td>Treatment Process Monitoring</td>
<td>0 / 133</td>
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</table>

**TOTAL** 0 / 485

**Inspection Risk Rating** 0.00%

**FINAL INSPECTION RATING:** 100.00%

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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.

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

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.

<table>
<thead>
<tr>
<th>TITRE DE LA PUBLICATION</th>
<th>NUMÉRO DE PUBLICATION</th>
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<tr>
<td>Prendre soin de votre eau potable – Un guide destiné aux membres des conseils municipaux</td>
<td>7889f01</td>
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<tr>
<td>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</td>
<td>7419f, 5387f, 4444f</td>
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<tr>
<td>Marché à suivre pour désinfecter l’eau potable en Ontario</td>
<td>4448f01</td>
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<tr>
<td>Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids (en anglais seulement)</td>
<td>7152e</td>
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<tr>
<td>Total Trihalomethane (TTHM) Reporting Requirements: Technical Bulletin (février 2011) (en anglais seulement)</td>
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<td>Ultraviolet Disinfection Technical Bulletin (en anglais seulement)</td>
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<tr>
<td>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</td>
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<tr>
<td>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</td>
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</tr>
<tr>
<td>Guide sur les exigences relatives à la formation des exploitants de réseaux d’eau potable</td>
<td>9802f</td>
</tr>
<tr>
<td>Prélèvement d’échantillons dans le cadre du programme d’analyse de la teneur en plomb de l’eau dans les collectivités</td>
<td>6560f01</td>
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<tr>
<td>Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l’exemption</td>
<td>7423f</td>
</tr>
<tr>
<td>Guide: Requesting Regulatory Relief from Lead Sampling Requirements (en anglais seulement)</td>
<td>6610</td>
</tr>
<tr>
<td>Liste des personnes-ressources du réseau d’eau potable</td>
<td>7128f</td>
</tr>
<tr>
<td>Document d’aide technique pour les normes, directives et objectifs associés à la qualité de l’eau potable en Ontario</td>
<td>4449f01</td>
</tr>
</tbody>
</table>

ontario.ca/eaupotable
January 26, 2018

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 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
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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OWNER INFORMATION:

<table>
<thead>
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<th>TEMAGAMI, THE CORPORATION OF THE MUNICIPALITY OF</th>
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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: North Bay Regional Office
MNR 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 cut 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 cut 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

Reviewed & Approved By: Sherry Ilersich

Signature: (Provincial Officer) 

Signature: (Supervisor) 

Review & Approval Date: January 26/18

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 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

<table>
<thead>
<tr>
<th>Inspection Module</th>
<th>Non-Compliance Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capacity Assessment</td>
<td>0 / 30</td>
</tr>
<tr>
<td>Treatment Processes</td>
<td>0 / 60</td>
</tr>
<tr>
<td>Operations Manuals</td>
<td>0 / 28</td>
</tr>
<tr>
<td>Logbooks</td>
<td>0 / 14</td>
</tr>
<tr>
<td>Certification and Training</td>
<td>0 / 42</td>
</tr>
<tr>
<td>Water Quality Monitoring</td>
<td>0 / 112</td>
</tr>
<tr>
<td>Reporting &amp; Corrective Actions</td>
<td>0 / 66</td>
</tr>
<tr>
<td>Treatment Process Monitoring</td>
<td>42 / 133</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>42 / 485</td>
</tr>
</tbody>
</table>

**Maximum Question Rating:** 485

**Inspection Risk Rating** 8.66%

**FINAL INSPECTION RATING:** 91.34%

---

Inspection Rating Record Generated On 26-JAN-18 (Inspection ID: 1-F7QQY).
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

<table>
<thead>
<tr>
<th>Non-compliant Question(s)</th>
<th>Question Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Treatment Process Monitoring</td>
<td></td>
</tr>
<tr>
<td>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?</td>
<td>21</td>
</tr>
<tr>
<td>Are all continuous monitoring equipment utilized for sampling and testing required by O. Reg.170/03, or MDWL or DWDP or order, equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6?</td>
<td>21</td>
</tr>
<tr>
<td>TOTAL QUESTION RATING</td>
<td>42</td>
</tr>
</tbody>
</table>

Maximum Question Rating: 485  
Inspection Risk Rating: 8.66%  
FINAL INSPECTION RATING: 91.34%

Inspection Rating Record Generated On 26-JAN-18 (Inspection ID: 1-F7QQY).
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.

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

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.

<table>
<thead>
<tr>
<th>TITRE DE LA PUBLICATION</th>
<th>NUMÉRO DE PUBLICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prendre soin de votre eau potable – Un guide destiné aux membres des conseils municipaux</td>
<td>7889f01</td>
</tr>
<tr>
<td>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</td>
<td>7419f, 5387f, 4444f</td>
</tr>
<tr>
<td>Marche à suivre pour désinfecter l’eau potable en Ontario</td>
<td>4448f01</td>
</tr>
<tr>
<td>Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids (en anglais seulement)</td>
<td>7152e</td>
</tr>
<tr>
<td>Total Trihalomethane (TTHM) Reporting Requirements: Technical Bulletin (février 2011) (en anglais seulement)</td>
<td>8215e</td>
</tr>
<tr>
<td>Filtration Processes Technical Bulletin (en anglais seulement)</td>
<td>7467</td>
</tr>
<tr>
<td>Ultraviolet Disinfection Technical Bulletin (en anglais seulement)</td>
<td>7685</td>
</tr>
<tr>
<td>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</td>
<td>7014f01</td>
</tr>
<tr>
<td>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</td>
<td></td>
</tr>
<tr>
<td>Guide sur les exigences relatives à la formation des exploitants de réseaux d’eau potable</td>
<td>9802f</td>
</tr>
<tr>
<td>Prélèvement d’échantillons dans le cadre du programme d’analyse de la teneur en plomb de l’eau dans les collectivités</td>
<td>6560f01</td>
</tr>
<tr>
<td>Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l’exemption</td>
<td>7423f</td>
</tr>
<tr>
<td>Guide: Requesting Regulatory Relief from Lead Sampling Requirements (en anglais seulement)</td>
<td>6610</td>
</tr>
<tr>
<td>Liste des personnes-ressources du réseau d’eau potable</td>
<td>7128f</td>
</tr>
<tr>
<td>Document d’aide technique pour les normes, directives et objectifs associés à la qualité de l’eau potable en Ontario</td>
<td>4449f01</td>
</tr>
</tbody>
</table>
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
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, Perry 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.” Doocy, Timmins
2012 Frank Gillis, Espanola
2013 Austin Hunt, Billings
2014 Stephen Butland, Sault Ste. Marie
2015 Vyn 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**

<table>
<thead>
<tr>
<th>Title</th>
<th>First Name</th>
<th>Last Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Organization</td>
<td>Position</td>
<td></td>
</tr>
</tbody>
</table>

**Address**

<table>
<thead>
<tr>
<th>City/Town</th>
<th>Province</th>
<th>Postal Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Telephone No. (9:00am – 5:00pm)</td>
<td>Fax No.</td>
<td>Email Address</td>
</tr>
</tbody>
</table>

**Nomination Submitted By:**

<table>
<thead>
<tr>
<th>Title</th>
<th>First Name</th>
<th>Last Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Organization</td>
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<tr>
<td>Telephone No. (9:00am – 5:00pm)</td>
<td>Fax No.</td>
<td>Email Address</td>
</tr>
</tbody>
</table>

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: 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 facebook and Twitter.

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
January 16, 2018

All Ontario Municipalities

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 Massé
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
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.ear.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

Ontario
Corporation of the Municipality of Temagami
Planning Advisory Committee (PAC) Meeting
Municipal Office Boardroom
January 9, 2018 at 1:00 p.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
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 OAPS 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.
8.7j No decision on the Bear Island Police and the effect the new act will have.
8.7k 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.
8.9aii 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.
10.1aii 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.
10.1aiiv 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.
10.1cvi Clearence Rate for Violent Crime remained unchanged at 100%
10.1cviii 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 2:23 pm.
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

-----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

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 Administrator / Secretary
Jacques Dupuis
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
Corporation of the Municipality of Temagami

Report No. 2018-006

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

Memorandum to Council

<table>
<thead>
<tr>
<th>Memo No.</th>
<th>2017-M-33</th>
</tr>
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<tbody>
<tr>
<td>Staff</td>
<td>[ ]</td>
</tr>
<tr>
<td>Committee</td>
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</tbody>
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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 mangement 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:**

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Corporation of the Municipality of Temagami

Memorandum to Council

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
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]
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: [Signature]
SECONDED BY: [Signature]

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: [Signature]
Corporation of the Municipality of Temagami

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 Regulation 1 – 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

Accepted for Council consideration by: Name

Position

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
Temagami Fire Department
Staff Briefing Note:
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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
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- 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.
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- 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 OAFC, 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 OAFC 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
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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 OAFC 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...)

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- 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
  a. + 18 days to certification for NFPA 1031- Fire Inspector (Ontario standards)
  b. 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
  a. Municipality (council) may have to take a position on what to do with fire
     department members not willing/able to obtain mandatory certification
  b. 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.
   - 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 currently 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.
   - 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 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.
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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
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:

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

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:

<p>| | | |</p>
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>determine a funding source for the continued development of staging, storage areas and parking for contractors.</td>
<td>Yes look for funding</td>
</tr>
<tr>
<td>2</td>
<td>expand the contractor parking lot to a size that will accommodate appropriate staging, storage and parking. Put in details from previous notes &amp; 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.</td>
<td>Yes</td>
</tr>
<tr>
<td>3</td>
<td>develop a fair, reasoned method of allocating particular spots in the contractors' area. Outside contractors? Should outside contractors be charged more</td>
<td>Yes</td>
</tr>
<tr>
<td>4</td>
<td>set a suitable and equitable fee structure for contractor spots for parking and docking</td>
<td>Yes</td>
</tr>
<tr>
<td>5</td>
<td>provide coloured/numbered tags for contractor vehicle parking.</td>
<td>Yes</td>
</tr>
<tr>
<td>6</td>
<td>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.</td>
<td>Yes</td>
</tr>
<tr>
<td>7</td>
<td>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.</td>
<td>Yes</td>
</tr>
<tr>
<td>8</td>
<td>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.</td>
<td>Yes</td>
</tr>
<tr>
<td>9</td>
<td>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.</td>
<td>Yes</td>
</tr>
<tr>
<td>10</td>
<td>sign the area: “Contractors Only” and aggressively monitor parking and use.</td>
<td>Yes</td>
</tr>
<tr>
<td>11</td>
<td>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.</td>
<td>URGENT ITEM</td>
</tr>
</tbody>
</table>
C3
Ring road and storage in 2007 plan

The LTAPP committee recommends to Council that the Municipality:

| 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. 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. | Future Consideration if needed |

C
Propane Storage

The LTAPP committee recommends to Council that the Municipality:

| 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. Notes 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. Tanks are being left at the landing sitting on barges not on the land 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. | Safety Issue Municipality may not be able to address (authority) regarding propane on barges on water. |

P1/P2
Parking Issues, By-Laws and Ticketing

The LTAPP committee recommends to Council that the Municipality:

| 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. | Yes |
| 2. enhance the Municipality’s ability to enforce parking. Improved bylaws; summer personnel; office space; designated parking officials (course available – what is process?). Look into what is required to become an | Yes |
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.

4.: increase width of accesses into all parking lots.

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.

6.: name and number each parking lot for convenience.

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.

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.

9.: allow parking only on one side of the road. Need NO Parking signs

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.

11.: develop combination unit parking for vehicles with trailers with angled parking along the centre of the lot.

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)

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.

14.: No Parking signs on one side of road

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?

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

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.

4.: Keep speed limit to 50 km/hr on road with a lower limit within the LUP and in parking areas.

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.
**P4/P5/P6/P7**

**Parking: User Fees and Reserved Spots**

The LTAPP committee recommends to Council that the Municipality:

<table>
<thead>
<tr>
<th>Number</th>
<th>Recommendation</th>
<th>Recommendation Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Set a graduated parking fee structure: long term, short term, visitors, day use, contractors, commercial, residents, etc....</td>
<td>Yes</td>
</tr>
<tr>
<td>2.</td>
<td>direct parking and launching revenues to improvements at the Access Point for 3 to 5 years or longer.</td>
<td>Yes</td>
</tr>
<tr>
<td>3.</td>
<td>consider various parking fee collection methodologies and determine the most feasible. e.g. Parking Valet requires WiFi or cell service to use.</td>
<td>Yes</td>
</tr>
<tr>
<td>4.</td>
<td>re-institute coloured/numbered parking tags for reserved parking.</td>
<td>Yes</td>
</tr>
<tr>
<td>5.</td>
<td>review the policy and procedure for acquiring a reserved spot.</td>
<td>Yes</td>
</tr>
<tr>
<td>6.</td>
<td>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.</td>
<td>Yes</td>
</tr>
<tr>
<td>7.</td>
<td>dedicate a lot for camps, commercial activities, lodges or other similar uses.</td>
<td>Consider</td>
</tr>
<tr>
<td>8.</td>
<td>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.</td>
<td>Future review</td>
</tr>
<tr>
<td>9.</td>
<td>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.</td>
<td>To Discuss - TFN may have further capital to build more parking areas for TFN to use under another agreement.</td>
</tr>
</tbody>
</table>

**V1/V2/V3/V4/V5**

**Docks and Breakwater**

The LTAPP committee recommends to Council that the Municipality:

<table>
<thead>
<tr>
<th>Number</th>
<th>Recommendation</th>
<th>Recommendation Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>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.</td>
<td>Yes</td>
</tr>
</tbody>
</table>
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.  
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.  
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.  
5. improve signage on the garbage dock (“Loading/Unloading”), post rules and enforce.  

*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.  
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.  
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.  

9. loading wall: crusher fines needed for this area? PW will monitor sinking at new walls and mitigate issues.  
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.  
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?
V6/V7
New joint multi-purpose building including meeting spaces

The LTAPP committee recommends to Council that the Municipality:

1. set aside the consideration of constructing a joint building with the Temagami Lakes Association.

**BACKGROUND:**
1. The 2007 plan required that the TLA building be demolished or relocated to the Municipality’s LUP.
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.

*NEW: 2.*

a) recognize the immediate value to the public of a multi-purpose building with meeting spaces, washrooms and parking personnel office space, and,

b) that the Municipality pursue funding and set aside reserves for such a building on the Access Point LUP.

Having this building would allow for public washrooms that would hopefully be treated respectfully.

---

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.

2. install signage to improve garbage areas: e.g. what belongs and where do things belong: fridges, raw wood, painted wood.

3. install “Do Not Litter” signage at landings.

4. place signs so that they can be read in time for reaction: i.e. before a turnoff like Manitou.

5. all dogs must be on a leash at all times. (What about poop & scoop signs re By law)

---

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:

<table>
<thead>
<tr>
<th>1.</th>
<th>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.</th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.</td>
<td>Install cameras at the transfer station as per requirement of MOECC order.</td>
<td>Yes</td>
</tr>
</tbody>
</table>

# 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 MNRF 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:
<table>
<thead>
<tr>
<th></th>
<th>Precis of comments received to Date: January 8, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>No one contractor should have any space or location advantage over all the others.</td>
</tr>
<tr>
<td>2</td>
<td>More signage public and private parking, loading zones, poop and scoop, mine landing.</td>
</tr>
<tr>
<td>3</td>
<td>Manito landing, TFN parking, contractor parking, accessible parking.</td>
</tr>
<tr>
<td>4</td>
<td>Definitely need more docks.</td>
</tr>
<tr>
<td>5</td>
<td>More parking for vehicles with trailers, so the tourists aren't parked on the side of the road, practically backed up to Boatline Bay.</td>
</tr>
<tr>
<td>6</td>
<td>To help with the cost for new parking lot charge a fee for parking.</td>
</tr>
<tr>
<td>7</td>
<td>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....</td>
</tr>
<tr>
<td>8</td>
<td>I assume the council has viewed the &quot;State of the Milne's Landing&quot; 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?</td>
</tr>
<tr>
<td>9</td>
<td>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.</td>
</tr>
<tr>
<td>10</td>
<td>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.</td>
</tr>
<tr>
<td>11</td>
<td>Perhaps a washroom could be located somewhere in the middle of the two landings ... people are using the nearby bush.</td>
</tr>
<tr>
<td>12</td>
<td>The grader seems to spend not quite as much time at the Manito Landing compared to the Mine Landing, and that 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.</td>
</tr>
<tr>
<td>13</td>
<td>Patrol where ppl have their cars</td>
</tr>
<tr>
<td>14</td>
<td>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</td>
</tr>
<tr>
<td>15</td>
<td>Hardware store is still dropping material at the old spot</td>
</tr>
<tr>
<td>16</td>
<td>Docks put back on the contractor wall. The existing docks are very full and it's the &quot;off season &quot;</td>
</tr>
<tr>
<td>17</td>
<td>The docks on the wall should be Day parking only, no overnight / 7 day parking.</td>
</tr>
<tr>
<td>18</td>
<td>The &quot;boat launch &quot;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 .</td>
</tr>
<tr>
<td>19</td>
<td>Elders/Disabled loading unloading dock access area, School bus Safety Zone.</td>
</tr>
<tr>
<td>20</td>
<td>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.</td>
</tr>
<tr>
<td>21</td>
<td>Land is still being cleared in the SkyLine Reserve at the Milne's landing site. They are changing the landscape. New video provided.</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
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</tr>
<tr>
<td>22</td>
<td>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.</td>
</tr>
<tr>
<td>23</td>
<td>There is talk that lake residents would get free parking passes. Our taxes should cover the cost without additional financial burden.</td>
</tr>
<tr>
<td>24</td>
<td>How about cell service at the access points??</td>
</tr>
<tr>
<td>25</td>
<td>No trailer parking beside, behind vehicles in the reserved parking area.</td>
</tr>
<tr>
<td>26</td>
<td>Clean up the parking areas of old boat trailers, vehicles that have been there for years</td>
</tr>
<tr>
<td>27</td>
<td>Better washroom facilities</td>
</tr>
<tr>
<td>28</td>
<td>Parking for vehicles as well as correct trailer parking</td>
</tr>
<tr>
<td>29</td>
<td>We need 2 finger docks at the contractor Breakwall ASASP</td>
</tr>
<tr>
<td>30</td>
<td>The public dock is at full capacity we have no place to park</td>
</tr>
<tr>
<td>31</td>
<td>People parking their boats in the slips for extended periods of time. e.g. a full week.</td>
</tr>
<tr>
<td>32</td>
<td>Surveillance cameras to prevent/deter theft of boats, trailers, gas, batteries, etc.</td>
</tr>
<tr>
<td>33</td>
<td>A safety ring with line to be kept on the outside of the landing monitor Building.</td>
</tr>
<tr>
<td>34</td>
<td>There are no ladders on the docks, nor is there a rope and life preserve</td>
</tr>
<tr>
<td>35</td>
<td>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.</td>
</tr>
<tr>
<td>36</td>
<td>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.</td>
</tr>
<tr>
<td>37</td>
<td>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 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.</td>
</tr>
<tr>
<td>38</td>
<td>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</td>
</tr>
<tr>
<td>39</td>
<td>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.</td>
</tr>
<tr>
<td>40</td>
<td>Generally the TLA Board is supportive of an equitable fee structure for both parking and boat launching, I believe.</td>
</tr>
<tr>
<td>41</td>
<td>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.</td>
</tr>
</tbody>
</table>
February 15, 2018

Patrick Cormier, CAO
Municipality of Temagami
PO Box 220, 7 Lakeshore Drive
Temagami, Ontario
P0H 2H0
cao@temagami.ca

Dear Patrick Cormier,

Re: Ontario Community Infrastructure Fund (OCIF) Top-Up Application Component – 2017 Intake

Thank you for your application under the 2017 OCIF Top-up Application Component.

I am writing to inform you that the selection process for the 2017 OCIF Top-Up Application Component intake is now complete. Applications were reviewed and assessed based on the criteria outlined in the program guidelines. Following a detailed review of the application and supporting materials you submitted, the Temagami North Sewage Treatment Plant project was unfortunately not selected for funding. The ministry received hundreds of applications, and at this time, demand for the program exceeds available funding. While this project was not selected for funding under this intake, your municipality will be receiving $157,035 in formula-based funding from 2018 to 2020 to put towards important local infrastructure projects.

We used an evidence-based approach and relied on the advice of a multi-ministry review team in the assessment process. Projects were assessed primarily on health and safety criticality, as well as demonstrated financial need and completeness of asset management plans.

Staff are available to provide additional details on your project’s assessment, including a summary of how your project was assessed and areas of focus that may strengthen future applications. Should you have any questions, please do not hesitate to contact your Project Analyst, Stephen Hamblin, via email Stephen.Hamblin@ontario.ca or by calling (519) 826-3471 or 1-877-424-1300.
Ontario is committed to helping small, rural and northern communities address critical infrastructure challenges. This commitment includes increasing the formula-based funding under OCIF to $200 million per year by 2019 and making approximately $100 million per year available for annual application intakes.

The 2018 OCIF Top-up Application Component intake is expected to launch this spring. We will be in contact with eligible applicants prior to the launch to provide application submission information.

Thank you for your interest in the OCIF Top-up Application Component.

Sincerely,

Joel Locklin
Manager, Infrastructure Renewal Programs
New Long-Term Care Beds
Ministry Call for Proposals for New Beds Expected Soon

In the government’s recent paper, *Aging with Confidence: Ontario’s Action Plan for Seniors*, a short-term commitment to create 5,000 new long term care beds by 2022 was made, along with a longer term commitment to create over 30,000 new beds over the next decade. In addition, the government committed to increasing the hours of direct resident care to a provincial average of four hours, which amounts to an additional 15 million hours of care for LTC residents.

The Ministry is moving ahead with implementation plans for these initiatives. As such, a recent announcement was made with regard to changes in the Ministry’s Executive Team. Nancy Lytle will assume a new role, ADM, Long-Term Care Innovations and Liaison, to help move forward the government’s *Action Plan for Seniors* with a focus on increasing long term care home capacity. Brian Pollard will become the ADM, LTCH Division, with responsibility for policy, programming, licensing and inspections.
The Ministry has informed us that a call for proposals for new bed developments is expected shortly. Members with redevelopment projects requiring additional beds are encouraged to make requests to the Ministry as part of their redevelopment applications. Those members with ideas for new LTC home developments or expansions are encouraged to begin preparing to submit proposals to the Ministry. Having additional land will not be a requirement to apply.

As indicated in the *Action Plan for Seniors*, proposals focusing on the following criteria will be prioritized:

- Region with high needs for LTC beds
- Will serve specialized populations
- Will serve culturally specific needs, including those of Indigenous populations
- Will be part of a campus of care or hub model
- Will be innovative

The Ministry encouraged speaking with your Local Health Integration Network and getting support from them for your proposal as they will be consulted on each application. In addition to the above criteria, decisions about bed allocation will be informed by responses to the consultations on the *Action Plan for Seniors*.

AdvantAge Ontario will inform members as soon as the call for proposals is released.

**Chris Wray,**  
ROMA Executive Director  
**Bill Bilton,** Zone 1  
**Chris White,** Zone 2  
**Robert Pasuta,** Zone 3  
**Allan Thompson,** Zone 4  
**Liz Danielsen,** Zone 5  
**Ron Holman,**  
ROMA Chair (Zone 7)  
**Ric Bresee,** Zone 6  
**Eli El-Chantiry,** Zone 8  
**Bill Vrebosch,** Zone 9  
**Allan Thompson,** Zone 4  
**Liz Huff**  
**Mark Wales**
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Great to have you on my list as more info comes from ROMA

Our mailing address is:
ROMA
200 University Avenue, Suite 801
Toronto, On M5H 3C6
Canada

Add us to your address book

Want to change how you receive these emails?
You can update your preferences or unsubscribe from this list.
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
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
THE CORPORATION OF THE
MUNICIPALITY OF TEMAGAMI

BY-LAW NO. 18-1388

Being a bylaw to confirm the proceedings of Council of the Corporation of the Municipality of Temagami

WHEREAS pursuant to Section 5(1) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, the powers of a municipality shall be exercised by its Council; and

WHEREAS pursuant to Section 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, a municipal power, including a municipality’s capacity rights, powers and privileges under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Municipality of Temagami at this Session be confirmed and adopted by by-law.

NOW THEREFORE the Council of the Corporation of the Municipality of Temagami hereby enacts as follows:

1. THAT the actions of the Council of The Corporation of the Municipality of Temagami in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all actions passed and taken by the Council of the Corporation of the Municipality of Temagami, documents and transactions entered into during the February 20, 2018 Committee of the Whole meeting and the February 22, 2018 regular meeting of Council are hereby adopted and confirmed, as if the same were expressly embodied in this By-law.

2. THAT the Mayor and proper officials of The Corporation of the Municipality of Temagami are hereby authorized and directed to do all the things necessary to give effect to the action of the Council of The Corporation of the Municipality of Temagami during the said meetings referred to in paragraph 1 of this By-law.

3. THAT the Mayor and the Chief Administrative Officer or Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of The Corporation of the Municipality of Temagami to all documents referred to in said paragraph 1.

Read a first, second and third time and finally passed this 22nd day of February, 2018.

__________________________
Mayor

__________________________
Clerk