



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

**Tuesday, March 13, 2018, 6:30 P.M.  
Welcome Center**

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

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	<b>Pages</b>
<b>1. <u>CALL TO ORDER AND ROLL CALL</u></b>	
<b>2. <u>ADOPTION OF THE AGENDA</u></b>	<b>1</b>
Draft Motion: BE IT RESOLVED THAT the Committee of the Whole meeting agenda dated March 13, 2018 be adopted as presented / amended.	
<b>3. <u>DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF</u></b>	
<b>4. <u>MOVE TO COMMITTEE OF THE WHOLE</u></b>	
Draft Motion: BE IT RESOLVED THAT this meeting move to Committee of the Whole.	
<b>5. <u>MINUTES OF PREVIOUS MEETINGS</u></b>	
<b>5.1 <i>Regular Council Meeting February 22, 2018 - Draft Minutes</i></b>	<b>4</b>
<b>6. <u>BUSINESS ARISING FROM THE MINUTES</u></b>	
<b>7. <u>STAFF REPORTS</u></b>	
<b>7.1 Memo 2018 -010 - Deem Completion for Application Z-17-01 - Geromaer Inc</b>	<b>13</b>
<b>7.2 MHBC Planning Report regarding Secondary Suites</b>	<b>15</b>
<b>1. Addendum Item - PAC motion passed March 13, 2018 re MHBC Report</b>	<b>22</b>
<b>7.3 Memo 2018-M-012 - Options for remote attendance in Procedure By-law</b>	<b>24</b>
<b>7.4 Report 2018-007 TFD Feb 2018 (for information)</b>	<b>26</b>
<b>7.5 Acting CAO Report</b>	<b>27</b>
<b>7.6 PROPOSED SUBMISSION FROM Resolution 18-059 re FPP Act</b>	<b>33</b>
<b>8. <u>COUNCIL COMMITTEE REPORTS</u></b>	
<b>8.1 Memo 2018-M-011 - OMB Ad-Hoc Committee Terms of Reference</b>	<b>35</b>
<b>9. <u>ANNOUNCEMENTS AND VERBAL REPORTS FROM MAYOR AND COUNCILLORS</u></b>	
<b>10. <u>CORRESPONDENCE</u></b>	
<b>10.1 11458 - Township of Norwich Resolution regarding Ontario Building Code Amendments</b>	<b>38</b>

10.2	OCWA - annual drinking water reports	41
10.3	Dan OMara request for Ling Fling	81
10.4	Minister Gravel re meeting at ROMA	86
10.5	Sylvia Jones re AMPs and Ministries	87
10.6	11459 - Chuck McCrudden Fisheries Resolution by Council	88
10.7	11461 - Federation of Northern Ontario Municipalities Winter Newsletter 2018	92
10.8	11462 - Federation of Northern Ontario Municipalities Municipal Elections Act Amendments	96
10.9	11463 - Federation of Northern Ontario Municipalities Environmental Bill of Rights 013-1669 Submission and template for letter	
10.10	11464 - Jim Krech Snowmobile Trails regarding Fox Run Court	98
10.11	FedNor - Prosperity and Growth Strategy for N Ont	99
10.12	OCWA - 4th Quarter report for TN and TS wastewater systems	115
10.13	OPP - 2018 calendar and policing cost model	139
10.14	MCSCS re EMPCA Compliance Guide	140
10.15	MOECC re May 25 deadline	165
11.	<b><u>BY-LAWS</u></b>	
11.1	18-1839 - To Amend Schedule A of By-law 13-1101- Strathy and Sisk Landfill Attendant Contract	215
11.2	18-1840 To Amend Schedule A of By-law 13-1102 - Briggs Landfill Attendant Contract	217
11.3	18-1841 To Amend Schedule A of By-law 13-1103 - Dump Wagon and Welcome Ctr Transf Station Attendant Contract	219
12.	<b><u>APPROVED MINUTES OF COMMITTEE MEETINGS</u></b>	
12.1	Committee of Adjustment Minutes held on December 14 2017	221
12.2	Planning Advisory Committee Meeting held on November 22, 2017 -11	227
12.3	Planning Advisory Committee Meeting Minutes held on January 23, 2018 -	229
12.4	11460 - Temiskaming Health Unit Board Meeting Minutes December 6, 2017 and Health Report Q4	233
12.5	Temagami Police Services Board January 17, 2018 Minutes	249
13.	<b><u>UNFINISHED BUSINESS</u></b>	
14.	<b><u>NEW BUSINESS</u></b>	
15.	<b><u>RETURN TO SPECIAL COUNCIL MEETING</u></b>	
	Draft Motion:	
	BE IT RESOLVED THAT this meeting return to regular session at        p.m.	
16.	<b><u>NOTICES OF MOTION</u></b>	
17.	<b><u>MOTIONS ON URGENT * ITEMS</u></b>	
	(*Items on this agenda that need to be dealt with prior to the next regular council meeting)	
17.1	To receive items for information only	
	Draft Motion:	

BE IT RESOLVED THAT correspondence items numbered: to on this agenda be received by Council for information and be noted, filed, and recorded in the minutes of this meeting; AND FURTHER THAT the minutes of the Advisory Committees and Local Boards that have been submitted for Council's consideration be received and listed in the minutes of this meeting.

18. **ADJOURNMENT**

Draft Motion:

BE IT RESOLVED THAT this meeting adjourn at      p.m.



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18. **ADJOURNMENT**

Draft Motion:

BE IT RESOLVED THAT this meeting adjourn at      p.m.



**THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI  
REGULAR COUNCIL MEETING  
MINUTES**

**Thursday, February 22, 2018, 6:30 P.M.  
Welcome Center**

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

**CALL TO ORDER AND ROLL CALL**

Mayor Hunter called the meeting to order at 6:30 pm. There were 2 people in the audience.

**ADOPTION OF THE AGENDA**

18-054

MOVED BY: J. Harding

SECONDED BY: D. Burrows

BE IT RESOLVED THAT the Regular Council Meeting Agenda dated February 22, 2018 be adopted as presented.

CARRIED

**DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL  
NATURE THEREOF**

- Councillor C. Lowery declared on item 10.1 - LTAPP Committee Report, as her husband is a shareholder in Temagami Barge.
- Councillor J. Harding declared on item 9.1.1 - Landfill Attendant Contracts, as he does the job.

**CLOSED SESSION**

None.

**ADOPTION OF MINUTES**

**Committee of the Whole Meeting February 20, 2018 - DRAFT Minutes**

18-055

MOVED BY: C. Lowery

SECONDED BY: D. Burrows

BE IT RESOLVED THAT the Minutes of the Committee of the Whole meeting held on February 20, 2018 be adopted as presented.

CARRIED

## **BUSINESS ARISING FROM THE MINUTES**

None.

## **DELEGATIONS/ PRESENTATIONS**

### **Registered Delegations/ Presentations**

None.

### **Unregistered Presentations (Maximum 15 Minutes in Total- in accordance with rules in By-law)**

None.

## **CONSENT AGENDA ITEMS**

18-056

MOVED BY: C. Lowery

SECONDED BY: J. Harding

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

CARRIED

Regular Council Meeting Jan 25, 2018 - DRAFT Minutes

18-056

MOVED BY: C. Lowery

SECONDED BY: J. Harding

That the draft minutes of the Regular Council Meeting held on January 25, 2018 be adopted as presented.

CARRIED

Lori Poirier Resignation for the Parks and Recreation Committee

18-056

MOVED BY: C. Lowery

SECONDED BY: J. Harding

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.

CARRIED

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

18-056

MOVED BY: C. Lowery

SECONDED BY: J. Harding

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.

**CARRIED**

- Report 2018-005 - Temagami Fire Department - January
- Au Chateau Letter to Minister of Health and Long Term Care regarding a Registered Nurse
- Town of Lakeshore Resolution regarding marijuana tax revenue
- Ministry of Community Safety 2 new proposed regulations under the Fire Protection and Prevention Act 1997
- Ministry of Northern Development and Mines Ontario, revitalizing main streets and helping small business grow
- PowerTel Utilities Letter regarding the plowing of Wilson Lake Road and liability of PowerTel
- District of Nipissing Social Services Admin Bd Intent to negotiate for Ambulance for the fiscal year 2019-2020
- Temagami and District Chamber of Commerce Northeast Healthline website for Home and community care services
- International Plowing Match New office Grand Opening January 17, 2018
- Federation of Northern Ontario Municipalities Media release seeking Northern Ontario platforms from Party Leaders
- Ministry of Natural Resources and Forestry Review of long term management direction Nipissing Forest 2019-2029
- Infrastructure Ontario Canadian Water and Wastewater Fund program extension to March 31, 2020
- Temagami Gold - Gino Chitaroni Notice of Confirmation of Staking
- Ministry of Environment and Climate Change Inspection Reports for North and South Water Treatment Plants
- Federation of Northern Ontario Municipalities 2018 Executive Awards call for nominations
- Town of Lakeshore Resolution regarding Storm Water Management and Drain Improvement
- Ministry of Environment and Climate Change Draft Watershed Planning and Registry Posting
- Draft Minutes - PAC -January 9,2018
- TPSB - Approved November 15 2017 Minutes
- Au Chateau Board Meeting Minutes December 20, 2017

**STAFF REPORTS**

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

**Report 2016-006 - Landfill Attendant Contracts**

*Councillor J. Harding had declared a conflict on this item and moved away from the council table during this item.*

18-057

MOVED BY: D. Burrows

SECONDED BY: D. O'Mara

BE IT RESOLVED THAT Council receive report No. 2018-006 – Landfill Attendant Contracts;  
AND FURTHER THAT Council direct staff to proceed with alternative #\_\_\_\_\_.  
AMENDED

**Amendment:**

18-058

MOVED BY: R. Prefasi

SECONDED BY: D. Burrows

BE IT RESOLVED that the motion be amended to state that there be an increase of 2.9 % for the first year of the contract and 3.1 % for the second year of the contract extension.

CARRIED

18-057 (as amended)

MOVED BY: D. Burrows

SECONDED BY: D. O'Mara

BE IT RESOLVED THAT Council receive report No. 2018-006 – Landfill Attendant Contracts;  
AND FURTHER THAT Council direct staff to proceed with an increase of 2.9 % for the first year of the contract extension and 3.1 % for the second year of the contract extension.

CARRIED

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

Chief Sanderson made a presentation to Council concerning the report.

18-059

MOVED BY: D. Burrows

SECONDED BY: J. Harding

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.

CARRIED

18-060

MOVED BY: D. O'Mara

SECONDED BY: D. Burrows

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.

CARRIED

## **COUNCIL COMMITTEE REPORTS**

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

#### **LTAPP Ad Hoc Committee Report**

*Councillor C. Lowery had declared a conflict on this item and moved away from the council table during this item.*

18-061

MOVED BY: D. O'Mara

SECONDED BY: J. Harding

Be it resolved that the LTAPP Ad Hoc Committee Report dated February 8, 2018 be received.

**CARRIED**

18-062

MOVED BY: R. Prefasi

SECONDED BY: J. Harding

Be it resolved that Council accept the recommendations of LTAPP.

**AMENDED**

#### **Amendment:**

18-063

MOVED BY: R. Prefasi

SECONDED BY: J. Harding

Be it resolved that the motion be amended to request that the committee continue its work on an implementation plan and suggest priorities to Council and that the main priorities would be the tenure, the contractors yard, parking fees and signage and that the Committee bring this back to Council for the Committee of the Whole meeting in April.

**CARRIED**

18-062 (as amended)

MOVED BY: R. Prefasi

SECONDED BY: J. Harding

Be it resolved the LTAPP committee continue its work on an implementation plan and suggest priorities to Council and that the main priorities would be the tenure, the contractors yard, parking fees and signage and that the Committee bring this back to Council for the Committee of the Whole meeting in April.

**CARRIED**

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

- Councillor Ron Prefasi made an announcement regarding the upcoming Shiverfest.
- Councillor Carol Lowery gave an update on the enhanced staffing levels at the local Post Office and on the Accommodation Review process.
- Councillor John Harding asked for an update on the Economic Development Officer application and on the Intern position. The Acting CAO provided a verbal update.
- Mayor Lorie Hunter gave an update on the OMB ad hoc committee and on trying to schedule for Council to meet with the planning lawyer.

## **CORRESPONDENCE**

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

#### **OMAFRA regarding OCIF application not selected for funding**

18-064

MOVED BY: D. Burrows

SECONDED BY: D. O'Mara

BE IT RESOLVED THAT Council receive correspondence from OMAFRA regarding OCIF application not selected for funding; AND FURTHER THAT Council direct staff to contact the Ministry to find out what the deficiencies were in the application and that the Municipality contact MPP John Vanthof for assistance with the situation and exp for a copy of the application.

CARRIED

#### **ROMA regarding New LTC Beds**

18-065

MOVED BY: D. Burrows

SECONDED BY: D. O'Mara

BE IT RESOLVED THAT Council receive correspondence from ROMA regarding New LTC Beds; AND FURTHER THAT this information be forwarded to the Temagami First Nation.

CARRIED

## **BY-LAWS**

None.

## **APPROVED MINUTES OF COMMITTEE MEETINGS**

None to be considered separately from the consent agenda.

## **UNFINISHED BUSINESS**

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

18-066

MOVED BY: J. Harding

SECONDED BY: D. O'Mara

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

AMENDED



**Amendment:**

18-067

MOVED BY: R. Prefasi

SECONDED BY: D. O'Mara

Be it resolved that the motion be amended to add Councillor Burrows.

CARRIED

18-066 (as amended)

MOVED BY: J. Harding

SECONDED BY: D. O'Mara

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
- Debbie Burrows

CARRIED

18-068

MOVED BY: D. Burrows

SECONDED BY: J. Harding

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

AMENDED

**Amendment:**

18-069

MOVED BY: R. Prefasi

SECONDED BY: J. Harding

Be it resolved that the motion be amended to state that Council direct staff to work with Councillor Prefasi to draft a Terms of Reference for Council's consideration.

CARRIED

18-068 (as amended)

MOVED BY: D. Burrows

SECONDED BY: J. Harding

Be it resolved that Council direct staff to work with Councillor Prefasi to draft a Terms of Reference for Council's consideration.

CARRIED

**NEW BUSINESS**

Councillor Debby Burrows asked for an update on hiring a planner for the Official Plan Review and the Acting CAO provided an update.

## **NOTICES OF MOTION**

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

*Mayor Hunter gave up the Chair to move this motion and Councillor Dan O'Mara took over as Chair for this item.*

18-070

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.

CARRIED

### **Amendment:**

18-071

MOVED BY: R. Prefasi

SECONDED BY: J. Harding

BE IT RESOLVED THAT the motion be amended to remove everything after "be it resolved that" and to add that Council amend our procedure by-law to permit participation by telephone in meetings.

**DEFEATED**

*Mayor Hunter resumed the Chair.*

### **Notice of Motion by Councillor Ron Prefasi regarding CAO Report**

18-072

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.

CARRIED

## **CONFIRMATION BY-LAW**

### **By-law 18-1388 - Confirmation Bylaw February 20, 2018**

18-073

MOVED BY: D. O'Mara

SECONDED BY: D. Burrows

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.

CARRIED

## **ADJOURNMENT**

18-074

MOVED BY: D. O'Mara

SECONDED BY: D. Burrows

BE IT RESOLVED THAT this meeting adjourn at 8:28 p.m.

CARRIED

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



**Corporation of the Municipality of Temagami**

**Memo No.**  
2018-M-010

**Memorandum to Council**



**Staff**



**Committee**

<b>Subject:</b>	Deem Completion for Application Z-17-01 - Geromaer Inc /Statutory Public Meeting and Notice of Public Hearing for Consent Application C-17-04 – Deloyde Development Solutions, on behalf of Geromaer Inc.
<b>Agenda Date:</b>	<b>March 13, 2018</b>
<b>Attachments:</b>	#1 Z-17-01 Application & Sketch #2 C-17-04 – Application & Sketch

**RECOMMENDATION**

This memorandum is to recommend that Council consider the following motions:

1. BE IT RESOLVED THAT Council acknowledge receipt of Consent Application File No. C-17-04 & Zoning By-law Amendment Application File No. Z-17-01 – Geromaer Inc. and deems application Z-17-01 complete;  
AND FURTHER THAT Council receive Memo No. 2018-M- regarding the Statutory Public Meeting for Zoning By-law Amendment – Z-17-01 – 292 Fox Run;  
NOW THEREFORE BE IT RESOLVED THAT Council set the date and time for the statutory public meeting for Zoning By-law Amendment File No. Z-17-01 as Tuesday, April 17, 2018 at 5:30 p.m.

**INFORMATION**

The Municipality of Temagami has received an application for consent to create three new lots (plus one retained) located at 292 Fox Run. Submitted concurrently with the consent application was an application to amend the Comprehensive Zoning By-law 06-650. The application is included as Attachment #1. The subject lands are described as HS2183, 292 Fox Run, herein referred to as “the subject lands.”

The purpose of the requested amendment is to rezone the subject lands from Integrated Management Area (IMA) Zone to Rural Residential (R3-Exception 3) Zone to facilitate the creation of the three new lots.

The consent application is provided as Attachment #2.

**COMPLETE APPLICATION**

In accordance with the *Planning Act*, Council must deem the application complete. The Planning Consultant has reviewed the ZBA application and has confirmed it is complete. To meet the *Planning Act* and advertising requirements, the public meeting could be held 21 days from the date Council receives this memo and deems the application complete as per Section 34 (10.4):

*Within 30 days after the person or public body that makes the application for an amendment to a by-law pays any fee under section 69, the council shall notify the person or public body that the information and material required under subsections (10.1) and (10.2), if any, have been provided, or that they have not been provided, as the case may be. 2006, c. 23, s. 15 (4).*

## **PUBLIC MEETING**

Setting a date is at Council's discretion. The Public meeting could be held on the date of the regular Committee of the Whole meeting scheduled for April 17, 2018 at 5:30p.m.. The public meeting will allow Council to obtain the comments and views from the public and public agencies. The public can also submit comments in writing before the meeting, to be included in the meeting package or read out at the hearing. A subsequent staff report, incorporating comments received in writing or at the public meeting and any subsequent recommendations from the Planning Advisory Committee (PAC), should be prepared to assist Council's decision.

Council will have the option of considering the proposed By-law Amendment at the subsequent regular Council meeting scheduled for April 26<sup>th</sup>, 2018 or, if no comments are received, Council could consider it at the April 17<sup>th</sup> meeting.

## **PAC REVIEW**

In By-Law No. 14-1198 Adopted Terms of Reference for Standing Advisory Committees, PAC can review the ZBA request prior to the public hearing on the matter and submit Committee comments to Council in the form of a resolution as part of the Public Hearing and/or meet subsequent to the Public meeting and submit any Committee resolutions to the Planning Assistant to be included in the Planning Consultant's Report to Council, and such resolutions shall also be included as Appendixes to the Report.

## **PARKLAND**

By-Law No.15-1265 Cash in Lieu of Parkland states:

*Notwithstanding Section 3 of this by-law, the following shall be **exempt** from the requirement for parkland or cash in lieu thereof:*

- a) Creation of three (3) or less lots through consent;*
- b) Consents to convey lots separately in accordance with subsection 50.3(b) of the Act (commonly known as "technical severances for lots that have "merged on title").*

Prepared by:

Reviewed by & Approved for Council consideration

**Tammy Lepage,  
Planning Assistant**

**Elaine Gunnell,  
Municipal Clerk**

Name & Position

Name & Position

MUNICIPALITY OF TEMAGAMI	
<b>Report Prepared For:</b>	Tammy Lepage
<b>Report Prepared By:</b>	Jamie Robinson, MCIP, RPP
<b>Subject:</b>	Information Report Municipal Wide Official Plan Amendment regarding Secondary Suites
<b>Report Date:</b>	March 13, 2018

## A. BACKGROUND

At the regular Council meeting held on November 23, 2017, Council received Memo 2017-M-103 from the Planning Advisory Committee (PAC) and adopted the recommendation of the PAC. Council directed Staff to commence an Official Plan Amendment application pertaining to permissions for second units.

A second unit can be defined as a self-contained residential unit, with a private kitchen, bathroom facilities and sleeping areas, the dwelling or structure must be ancillary to the main dwelling. Some of these second units can be basement apartments, granny flats, in-law apartments. Second units are used to increase efforts in affordable rental accommodation and to help with ageing communities like Temagami.

The first task in the process is to review the applicable legislative and policy framework. This review is to provide the PAC with this information, so that direction can be provided regarding the scope of any Official Plan Amendment.

### Provincial Policy Framework

#### 2014 Provincial Policy Statement (PPS)

Section 1.1.1 of the 2014 Provincial Policy Statement (PPS) speaks to the accommodation of an appropriate range and mix of residential (including second units, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs.

Section 1.4.3 of the PPS goes on to state that planning authorities shall provide for an appropriate range and mix of housing types and densities to meet projected requirements of current and future residents by permitting and facilitating all forms of residential intensification, including second units.

## The Strong Communities through Affordable Housing Act, 2011

Bill 140, The Strong Communities through Affordable Housing Act, 2011 came into effect on January 1, 2012. The Strong Communities through the Affordable Housing Act amended various sections of the Planning Act to facilitate the creation of second units by:

- requiring municipalities to establish official plan policies and zoning by-law provisions allowing second units in detached, semi-detached and row houses, as well as in ancillary structures;
- removing the ability to appeal the establishment of these official plan policies and zoning by-law provisions except where such official plan policies are included in five- year updates of municipal official plans; and,
- providing authority for the Minister of Municipal Affairs and Housing to make regulations authorizing the use of, and prescribing standards for, second units.

Bill 140, made changes to the Planning Act including the expansion of affordable housing options by requiring that municipalities establish policies that would allow second units in new and existing developments provided that they are in appropriate areas. This Bill amended Section 16 of the Planning Act to require that municipalities include policies that allowed for second units by authorizing: a) the establishment of a secondary unit in an existing dwelling; or b) use of a residential unit in a building or structure accessory to an existing dwelling.

While providing for second units as one tool to promote affordable housing initiatives, the Province also recognized that there is a need for municipalities to assess several considerations in developing and implementing these types of official plan policies and zoning provisions. Provincial documentation (<http://www.mah.gov.on.ca/Page9575.aspx>) notes that:

- *Second units should be permitted in both existing residential communities and in newly developing areas. Newly developing areas offer the opportunity to plan proactively for second units. This includes the design of the actual houses and in the lot fabric or neighbourhood layout where ancillary structures like laneway garages could be integrally incorporated into the design. Municipalities and development proponents should specifically consider second units in the planning of new neighbourhoods.*
- *While the Act requires municipalities to permit second units, the government recognizes there may be inherent constraints within portions of a municipality or community which would make those areas inappropriate for second units (such as flood-prone areas or those with inadequate servicing). Municipalities should consider any such constraints in developing or reviewing second unit policies.*
- *While the Act requires municipalities to permit second units in detached, semi-detached and row housing, and in ancillary structures, the provisions permit one additional unit (i.e., a second unit) either in a house (e.g., basement) or in an ancillary structure (e.g., above laneway garage) on the*

*same lot. Municipalities should assess where second units may be appropriate in the primary dwelling versus the ancillary structure. In some instances, municipalities may conclude it is appropriate to allow a second unit in both. However, in these situations, the sheltering of appeals does not extend to the third unit. Any party would be able to appeal the authorization of the third unit to the Ontario Municipal Board.*

- *Municipalities that currently permit second units will need to review their official plans and zoning by-laws to assess whether they are permitted in the range of housing types listed in the Act.*
- *While the Act introduced a regulation-making ability for the Minister of Municipal Affairs and Housing to prescribe minimum standards for second units, a regulation has not been issued under this authority. As such, municipalities are responsible for determining what standards or zoning provisions should apply to second units in relation to matters such as minimum unit size or parking requirements. Standards should support the creation of second units.*

#### The Promoting Affordable Housing Act, 2016

Bill 7, The Promoting Affordable Housing Act, 2016, amends four Acts to help increase the supply of affordable housing and modernize social housing by:

- Giving municipalities the option to implement inclusionary zoning, which requires affordable housing units to be included in residential developments.
- Making secondary units such as above-garage apartments or basement units in new homes less costly to build, by exempting them from development charges. Secondary units are a potential source of affordable rental housing and allow homeowners to earn additional income.
- Giving local service managers more choice in how they deliver and administer social housing programs and services to reduce wait lists and make it easier for people in Ontario to access a range of housing options.
- Encouraging more inclusive communities and strengthening tenant rights by preventing unnecessary evictions from social housing and creating more mixed-income housing.
- Gathering data about homelessness in Ontario by requiring service managers to conduct local enumeration of those who are homeless in their communities, so that Ontario can continue to work towards its goal of ending chronic homelessness by 2025.

#### **Municipality of Temagami Official Plan**

Section 2.2.2 Housing of the Municipality of Temagami's Official Plan (OP) has set out policies to promote affordable housing. While promoting affordable housing within the community, the Municipality will also face challenges of lot sizes, severances and also availability of municipal



services. The long term goal of the Municipality is to ensure that municipal services such as: water and sewer are continued. It is also the goal of the municipality to encourage and provide facilities to meet the aging population growth within the community.

As it relates to second units, the current Official Plan includes policies regarding accessory apartments, including,

*Accessory apartments may be permitted in single detached or semi-detached dwellings or rowhouses, or in a building or structure ancillary to a single detached or semi-detached dwelling or rowhouse provided that:*

- *Not more than one accessory apartment unit is permitted in association with each principal dwelling on the same lot;*
- *All requirements of the Zoning By-law, including the provision of adequate parking, of the Building Code and other relevant municipal and provincial regulations can be satisfied;*
- *It has been determined that municipal services and community facilities are adequate to meet the anticipated demand for accessory apartments.*

The Official Plan also makes provision for the establishment of a “garden suite” through the use of temporary use by-laws.

Section 4.4.1.1 of the Official Plan speaks to Low Density Residential uses and states that such uses include single detached, semi-detached, duplex dwelling units, “garden suites” and accessory apartments, in accordance with Section 2.2.2 of the Plan.

It is noted that garden suites and apartments in houses are not permitted in the Rural area. The Housing policies of Section 2.2 state the following with respect to Rural Areas,

*Housing in the rural areas is currently limited to single detached dwelling units, in keeping with the existing character of the area and in recognition of the servicing constraints. The policies of this Plan contemplate the possible introduction of higher density residential uses in the form of condominium and similar developments, subject to the policies of this Plan. Garden suites and apartments in houses are not permitted in the rural area. New residential development may occur in rural areas through limited severances on existing patented lots and by the creation of new lots from Crown land in a manner that allows for the conservation of wilderness and semi-wilderness values; and considers the impact of adjacent uses.*

### **Municipality of Temagami Zoning By-law**

Section 6 of the Municipality’s Zoning By-law relates to General Provisions for All Zones. Subsection 6.03 states,

*An accessory apartment for the use of the owner or operator is permitted in certain commercial buildings, in accordance with the provisions of this By-law. Rental apartment units are permitted on the upper floor or floors of certain commercial buildings, in accordance with this By-law.*

*Apartments in houses shall be subject to the Ontario Regulation Number 384/94 of the Ontario Planning Act.*

Subsection 6.19 relates to Garden Suites and states,

*The gross floor area of the garden suite shall not exceed thirty percent (30%) of the existing living area of the primary residence or seventy one (71) square metres in gross floor area on a lot zoned residential, whichever is lesser. The units are portable so that when they are no longer required they may be removed and relocated to a new site. (By-law 13-1121).*

Subsection 7.7 of the Zoning By-law pertains to Low Density Residential (RL) Zone. Subsection 7.7.3 outlines restrictions within the Low Density Residential Zone, as follows:

*Only one accessory building is permitted on a divided semi-detached lot.*

*A garden suite is permitted on a single detached lot, subject to the passage of a temporary use by-law.*

*An accessory apartment in a single detached or semi-detached dwelling unit is permitted, subject to a rezoning.*

*A garden suite is not permitted in conjunction with a bed and breakfast establishment.*

## **B. COMMENTS**

Provincial legislation is in place which promotes second units as a form of affordable housing. Such second units could be in the form of an accessory apartment (either in a dwelling or an accessory building), or the establishment of a “garden suite”.

The Municipality's Official Plan and Zoning By-law provides policies and regulations that are appropriate for the establishment of garden suites through the application of a temporary use by-law. This is in-keeping with Provincial legislation.

The Municipality's Official Plan has taken steps towards facilitating the establishment of accessory apartments, however, the current policies may be seen as somewhat restrictive and perhaps not fully implementing Provincial policies. The Official Plan provides for accessory apartments in single detached or semi-detached dwellings or rowhouses, or in a building or structure ancillary to a single detached or semi-detached dwelling or rowhouse, however, this appears to be limited to those properties which are designated Low Density Residential.

Medium and High Density Residential Areas have specific permissions/provisions relating to multi-unit residential buildings which would be beyond what would fall within the category of an “accessory apartment”. The Municipality must ensure that such second units can be adequately serviced (water, sewer/septic, roads, parking, etc.).

As noted previously, the Province recognizes that there may be inherent constraints within portions of a municipality or community, which would make those areas inappropriate for second units; flood-prone areas, waterfront areas/developments on private roads that are not maintained and where emergency access may be limited, areas adjacent to lakes with limited lake capacity, areas of recreational dwelling where there may be a lack of year round roads and/or which lack other daily needs and services residents may require. It is possible, however, to extend permissions relating to accessory apartments beyond just lands designated Low Density Residential while still addressing such types of constraints in a reasonable manner. For example, an accessory apartment may be able to be accommodated within a single detached residential unit within the rural area; appropriately serviced via private well and septic and with access via a public road. Provisions would still be needed to ensure that such accessory apartments are limited in scale so as to maintain the residential character of the property.

Accessory apartments are to be truly “accessory” to the main residential use of the property and it would be important to ensure that provisions were in place to maintain that appearance.

Accessory apartments are to be a tool to assist municipalities in addressing the provision of affordable housing. It is not intended to extend to seasonal, recreation uses.

It is recognized that a goal of the Municipality is to maintain shorelines and the area between the shoreline and any buildings in their natural state and as a vegetative buffer, to protect the visual and environmental integrity of the lakes. The Official Plan speaks extensively about the importance of protecting the wilderness and semi-wilderness values of Lake Temagami. In-keeping with this, it would be recommended that permissions for secondary units not be extended to those lands along shoreline areas.

### **C. CONCLUSION AND RECOMMENDATION**

Based on the research that has been completed, the Municipality of Temagami has policies in the Official Plan that permit accessory apartments (second units) to be developed within Urban Areas.

The Official Plan does not have policies in place to permit second units in Rural and Shoreline Area.

Based on the information contained in this Report, there does not appear to be support to permit second units on shoreline properties outside of the Urban Area as these properties are generally used for recreational purposes. The Municipality would be best served, to focus second units first

in the Urban Area and secondly in Rural Areas. There are two options to consider. They are as follows:

- 1) OPA - Undertake an OPA to update the Urban Accessory Apartment policies and establish Rural Area policies to permit accessory apartments.
- 2) Status quo – Do not undertake an OPA at this time, and continue to permit accessory apartments in Urban Areas.

It is recommended that Staff be directed to prepare an Official Plan Amendment to update the second unit (accessory apartment) policies of the Official Plan to permit accessory apartments in Rural Areas and to update the current policies pertaining to Urban areas.

Respectfully Submitted,

**MHBC Planning**

A handwritten signature in black ink, appearing to read 'J. Robinson', with a long horizontal flourish extending to the right.

Jamie Robinson, BES, MCIP, RPP  
Partner

**The Corporation of the Municipality of Temagami**  
**Planning Advisory Committee**

Motion Number: 18-20      Date: March 13, 2018  
Moved By: BC.      Seconded by: BD.

BE IT RESOLVED THAT the second unit policies be included in all five neighbourhoods in the Official Plan Amendment.

AND FURTHER THAT the policies regarding second units be drafted and implemented as part of the official plan review.

✓ Carried      \_\_\_\_\_ Amended      \_\_\_\_\_ Defeated

Declaration of Conflict of Interest:

Chairperson: [Signature]

## RECORDED VOTE

	YEAS	NAYS
C. Dwyer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
J. Hasler	<input type="checkbox"/>	<input checked="" type="checkbox"/>
J. Kenrick	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B. Leudke	<input checked="" type="checkbox"/>	<input type="checkbox"/>
L. Hunter	<input type="checkbox"/>	<input type="checkbox"/>
C. Rannie	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B. Graham	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chair D. Burrows	<input checked="" type="checkbox"/>	<input type="checkbox"/>



Corporation of the Municipality of Temagami

Memo No.  
2018-M-012

Memorandum to Council

☒ Staff  
☐ Committee

**Subject:** Options for remote attendance in Procedure By-law

**Agenda Date:** March 13, 2018

**Attachments:**

**RECOMMENDATION**

That Council receive Memo 2018-M-012 - Options for remote attendance in Procedure By-law and provide direction on the extent and manner that Council would like to see incorporated in changes to our by-law.

**INFORMATION**

Bill 68 amended the Municipal Act to allow electronic participation in Council and/or Committee meetings. Section 238, leaves it up to each individual council to determine the extent and manner of such electronic participation. Some items for consideration are as follows:

At which meetings will electronic participation be allowed: Regular Council, Special Meetings, Committee of the Whole?

How often should each member of Council be allowed to participate electronically?

Will there be a limit on the number of consecutive meetings that a member can participate in electronically?

Do Council members get to vote when participating remotely?

If so, how do you count the votes? [If it is not clear how many voted in favour or against, the results of any vote could be contested, since this is new legislation that has not yet been tested in court.]

Would there be restrictions on when they can vote? [For example: If Council goes into closed session, to receive legal advice prior to the vote, those attending electronically cannot participate. Information might be shared in closed session that might have affect the opinion of a member if they had been present to participate. If a vote is taken after returning from closed session, would council members who did not participate in the closed session be able to vote on an item resulting from information/ discussion they were not privy to?]

What would be the process to move an amendment? Or call a point of order? [There is no ability to show a raised hand-would they be allowed to interrupt? Must the Chair ask for amendments?].

How many can participate electronically at one time? [At least a quorum must be present in person, but does Council want to allow 3 members to participate electronically, or less than that?]

How do you decide who gets to participate electronically if more than the allowed number wish to do so?

How much notice would have to be given to the Clerk?

Should advance notice be provided to the public that certain member(s) will be participating electronically?

How do you deal with electronic connections/service interruptions? [This could happen even by telephone. Will there be a limit, for example: “after 10 minutes not connected, the meeting will resume, no more efforts will be taken to reconnect”]

Would the Head of Council, or Acting Head, be allowed to chair the meeting if participating remotely? [Council this be done effectively?]

How will electronic participation be handled when someone has declared a conflict on an item?

Will Council use conference calling (could be a substantial cost) or add additional phone lines to use with the “bat” phone?

How will this affect the ability of people who want to make telephone delegations?

There may be additional questions that Members of Council would like to add to the above list.

**Prepared by:**

Elaine Gunnell, Municipal Clerk



*Temagami Fire Department  
Monthly Report of Activities*

for the month of: ***February 2018***

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**3 Activations**

- 9:46 AM, February 4<sup>th</sup> – Request for Automatic Aid from MRFD for fire at 2372 Hwy 11 (Rockpine Motel), 6 firefighters responded; cancelled enroute by MRFD.
- 4:00 PM, February 20<sup>th</sup> – activated by Union Gas for possible smell of gas – 14 Hazel Circle, 6 firefighters responded, nothing showing, downgraded resources, 2 firefighters remained to monitor scene – nothing showing after 1.5 hrs. - departed as Union gas arrived
- 1:07PM February 22<sup>nd</sup> – requested by EMS to respond to Medical assist at Expectation Lake – advised dispatch unable to access location – **did not respond**
- 3:03 PM, February 25<sup>th</sup> – OPP reported tree on line on fire – Hwy 11 south of Lake Temagami Access rd. – 1 truck sent to investigate – nothing found – 3 firefighters responded

**Training:**

- 4 regular meetings
- Deputy Chief Gustavson registered for Basic Emergency Management course, New Liskeard, June 13 & 14<sup>th</sup>
- Driving evaluation / sign-off completed for Pumper 2 by 1 firefighter in February

**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

**Other:**

- 2017 Pumper – company replaced water tank with smaller size as per tender, to improved equipment carrying capacity – truck was out of service for 6 days
- 1 new member joining the department – received documentation late February
- Ministry of Community Safety and Correctional Services (MCSCS) released 3 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; public reporting requirements for fire departments – council briefing note provided
- Chief attended special Temiskaming Fire Chief’s Association meeting, February 28<sup>th</sup>, to discuss proposed regulations
- Chief attended Community Emergency Management Program Committee meeting – 3 Emergency Plan appendix reviewed.
- 3 members registered for Northeastern Fire Educational Conference (Huntsville), March 23-25<sup>th</sup>

*Jim Sanderson*

Fire Chief, Temagami Fire Department

Date: *March 6, 2018*

## **Report # 18-006 -- Acting CAO Report – For March 12, 2018 Committee of the Whole Meeting.**

### **CRITICAL ITEMS:**

- Followed up on OCIF funding not received: met with M. Delmonte from Exp regarding options. Requested he come to Council to outline options to meet MOECC deadline; received copy of OCIF application from him. Contacted Lori Duquette from MOECC – THEY WILL NOT CONSIDER AN EXTENSION TO THE MAY 25 DEADLINE, as we have already been given an extension. We must have an application submitted to them by May 25<sup>th</sup> or we will be non-compliant. Met with Vic Legault from OCWA and Barry Turcotte regarding next steps. Contacted the Ministry to find out why the application was not accepted. See attachment 1.
- Problems with T4 slips from Payweb. Staff worked with Payweb to correct these. A second proof of the T4s did not have all items corrected. These corrections were sent back to Payweb and all amended T4s were submitted and distributed to employees early in the week of March 11, 2018. We continue to have issues with Payweb and Advanced Tracker software. I will be reviewing the contract and meeting with the staff doing payroll to determine ongoing problems and will report to Council on this.

### **CAPITAL ITEMS:**

- Used 2006 plow truck has been sold to Temagami First Nation as directed by Council.
- Request to purchase municipal property on Goward is ongoing.
- Remediation has been done to new fire truck to adjust weight and water tank volume to meet requirements. Truck now meets our requirements. Small refund forthcoming from supplier.

### **FUNDING APPLICATIONS AND REPORTS**

- Applications have been submitted for summer student funding (2 different funding sources).
- Followed up on Celebrate Canada funding applications for 2018 – due November 2017 – none were submitted.
- Worked with FedNor to get an extension to the Canada 150 funding for the tower painting, etc. Extended from December 31, 2017 to March 31, 2018. Can claim any expenditures incurred by March 31, 2018 including materials purchased and received even if project is not complete.
- Discussed sharing an EDO with Reeve Fiset of Elk Lake. Their Council is interested. Will work out details and bring to the 2 councils.
- Submitted FedNor funding reports and final claim submitted for Train Station (due Oct. '17 and Feb. '18) and for Waterfronts Project (claim due July '17 and report due Dec '17).
- Submitted NOHFC funding reports and claims for above 2 projects.  
**Note:** Funding reports show that we did not spend all funds on these two projects: Waterfront was underspent by \$14,721, so we did not access \$12,262.59 of possible funding; Train Station was underspent by \$15,331.87, so we did not access \$12,771.45 of possible funding.
- Submitted DNSSAB Ambulance quarterly reporting to end of December 2017.
- Submitted CWWF Baseline report due February 28<sup>th</sup>.
- Worked on funding report for Celebrate Ontario - overdue from July 17 event – withdrawn because the scaled back event did not meet the criteria. We were still under budget for expenses and over in revenues for this event, without this funding.
- RED Funding progress report is overdue (was due December 31, 2017).

**NOTE: The Provincial and Federal year ends are March 31, so getting this reporting completed and claims in is very time sensitive.**

### **UPCOMING FUNDING/OTHER LEGISLATED REPORTING**

- Public Sector Salary Disclosure report **was submitted by March 7, 2018** deadline.
- IPC Statistical Report is **due by March 14, 2018**
- First CWWF funding report is **due March 15, 2018**.
- Employer health tax reconciliation reporting is **due March 15, 2018**
- Report on Council Remuneration due to Council **by March 31, 2018** – to come to March 22 regular meeting.
- Ontario Sport and Recreation Communities Fund report is **due March 31, 2018**
- Gas Tax reporting is **due March 31, 2018**
- WSIB reconciliation reporting is **due March 31, 2018**
- Cemetery Licence Reporting is **due by March 31, 2018**

### **FINANCIAL MATTERS**

- Interim tax bills were issued and mailed by February 9, 2018, with a due date of March 8 for the first installment. This is about a week later than usual.

- The capital budget spreadsheet has been updated with changes from the Committee of the Whole meeting and reviewed by the General Government and Finance Advisory Committee
- The operating budget submissions are being compiled for review by the GGF in preparation to bring them to a Committee of the Whole meeting.
- The Vadim Financial System implementation was put on hold in December, because we were without a Treasurer and an Accounting Clerk and the CAO was on medical leave. This should be re-instituted as soon as possible in the second quarter of 2018.
- In the absence of a CAO and a Treasurer, the Municipal Clerk/Acting CAO is the only staff person in the office with signing authority. If Council does not foresee these vacancies being remedied in the near future, Council may wish to consider temporarily authorizing another manager as a signing authority.

#### **EMERGENCY MANAGEMENT UPDATE:**

- The Emergency Management Program Committee met to review changes in legislation and how that impacts our emergency plan. Recommendations will be coming to Council in the near future to amend our plan to assist in complying with changes.
- The appendixes of the plan were updated by the committee and staff, and information has been updated in all of the binders.

#### **AGREEMENTS:**

- Met with landfill contractors and prepared contracts as directed by Council. By-laws submitted for Council's consideration.
- Some work done on draft leases for Chamber of Commerce and Living Temagami – the drafts still need to be finalized and brought for council's consideration.
- Worked with Living Temagami representative on agreement required for Trillium Funding Application for their seed funding application. To be approved by Council – please see Attachment 2.

#### **STAFFING:**

- Ongoing staff vacancies continue to create backlog and stress on remaining staff: Treasurer Position vacant since June 2017; Special Projects Coordinator on leave since July 2017; and CAO on medical leave since December 2017. In addition, we have a staff member with ongoing medical issues who is being accommodated as required under the AODA, a staff member who is undergoing physiotherapy for a work-related injury, and a staff member who is was absent due to a family medical emergency and is now on bereavement leave. Adding in the inevitable colds and flues that go around this time of year, this has put a severe strain on our staff resources.
- We have brought in casual administrative staff to assist as much as possible and have reorganized duties as much as feasible in an attempt to keep up on the essential services, duties and requirements.
- In February 2017, Council decided to create a position of Recreation Coordinator / Facility Operator (RCFO) and another part time position in place of the Recreation Coordinator / Facility Manager Position, but the RCFO position was never filled. Council subsequently decided in November to put this position on hold, with the Parks and Recreation and General Government and Finance Advisory Committees to revisit it during the early part of 2018. In the interim, administrative staff have been assisting with Parks and Recreation matters, which takes time away from their regular administrative duties.
- Performance Evaluation time is upon us. PA's for management personnel were due in February and I am planning to do these, with the PA's with the administrative, finance and planning non-management personnel who report to me, that are due in March, by early April.

Feedback from OMAFRA regarding OCIF Application.

I spoke with OMAFRA staff today regarding our OCIF application and why it was not approved. I was informed of the following:

- 263 applications for over \$300 million were received. 78 were approved – total \$100 million.
- It was a really competitive process – the deciding factors were:
  1. It had to be a critical health and safety need.
  2. It had to be supported by a comprehensive Asset Management Plan (AMP)
  3. It had to demonstrate the applicant's financial need.
- How Temagami's application ranked:
  1. H & S criteria-as set out in technical schedule to the application – within the framework of the standards, policies, and requirements of MOECC. Temagami's application assessed well in this area.
  2. AMP-comprehensiveness of AMP as measured against the provincial guide. Temagami's application assessed weak in this area. Looked at 4 areas of AMP:
    - State of Local Infrastructure: (this info was good)
    - Desired levels of service: (our AMP **needs** improvement in this area)
    - Asset management strategy: (our AMO could use some improvement in this area)
    - Financing strategy: (our AMP **needs** improvement in this area)
  3. Applicant financial need-this was based on the following:
    - Cost of project per household
    - Median household income
    - Weighted property assessment per household
    - NOTE: municipal debt, reserve levels, and taxes were NOT part of this assessment.Temagami's application reviewed well in this area.

There is a second intake anticipated this spring. It is expected that costs can be incurred as of the launch date to qualify. The focus of the application should be on a local priority project that is identified in the AMP that demonstrates a strong alignment with the program criteria.

# Collaboration Agreement

The Corporation of the Municipality of Temagami (Party A ) and Living Temagami ~ Heritage & Culture Centre (Party B), collectively known as the "Parties" each desire to enter into a mutually beneficial working relationship. This collaboration agreement is intended to serve as a legally binding contract governing the terms of that relationship. The Agreement will be valid for the term of the Grant period of one year commencing when the grant outcome is announced and the funds are received.

## Involved Parties

### Party A

The Corporation of the Municipality of Temagami  
7 Lakeshore Drive, P.O. Box 220  
Temagami, Ontario  
P0H 2H0  
705-569-3421  
[clerk@temagami.ca](mailto:clerk@temagami.ca)

### Party B

Living Temagami ~ Heritage & Culture Centre  
6715 Highway 11 North, P.O. Box 565  
Temagami, Ontario  
P0H 2H0  
705-569-3344  
[office@livingtemagami.ca](mailto:office@livingtemagami.ca)

## Authority and Representation

### Primary Representatives

Chosen primary representatives shall be vested with the full ability to make decisions on behalf of their respective organizations.

It is mutually understood that the Parties shall make every effort to ensure that all involved parties are fully aware of any pertinent facts related to the above listed objectives for the duration of this collaboration agreement.

The following individuals have been appointed as chosen primary representatives for their respective organizations:

### Party A

The Corporation of the Municipality of Temagami  
Elaine Gunnell – Municipal Clerk

### Party B

Living Temagami ~ Heritage & Culture Centre  
Roxanne St. Germain – Executive Director

## Purpose and Responsibility

### **The Parties wish to combine their resources to accomplish the following:**

To develop a Heritage and Culture Centre to gather, display and archive collected cultural and historical data and artifacts of the area and to investigate programs for archiving and databases that are accessible online. The archived documents will be placed in an online database accessible by the public. Community gatherings and educational programming will build upon displayed documents and artifacts helping people to connect with their heritage and culture. Presently there is no such space for the community to save and secure, share or access this collective knowledge and information and the Heritage and Culture Centre will fill this void.

### **The Parties responsibilities will be as follows:**

The Collaboration will be between the Corporation of the Municipality of Temagami that will receive the grant and distribute it to the Living Temagami ~ Heritage & Culture Centre that will be the hands on partner responsible for the project execution, time commitments, personnel and collection and archiving of the historical and heritage data. Living Temagami will provide and operate a location or space for the Heritage and Culture Centre. The Municipality of Temagami will assist with the project by providing access to any community and culture related historical documents and recordings in their possession, subject to the requirements of the Municipal Freedom of Information and Protection of Privacy Act with respect to personal information, so they can be catalogued and archived and made readily accessible to the public. The Municipality of Temagami may assist with access to a location or space for this project. Living Temagami will be responsible for record keeping and the accountability of expenditures for the project related to the grant funds. Monthly reports will be provided to the Municipality of Temagami who will submit the required financial reports to the Ontario Trillium Foundation.

The Municipality of Temagami shall receive the funds from the Ontario Trillium Foundation and shall reimburse Living Temagami upon receipt of a request for an advance(s) including details of expected expenditures with copies of invoices paid to follow and / or an invoice accompanied by the receipts for expenses incurred for the Project.

Living Temagami shall provide all of the required information and documentation necessary for the Municipality to complete and submit any and all reports required by Trillium, including all details relating to finances and narrative descriptions of the project outcomes as may be required.

The Municipality of Temagami shall take no responsibility for any shortage of funding or any repayment required resulting from lack of information and/or proof required to be submitted to the funding agency that Living Temagami does not provide to the Municipality.

## Agreement Extension

This contract may be extended or amended only by written approval from all participating parties. The decision to amend or extend the agreement shall include the date of the amendment/extension, and the signatures of appointed representative of each participating organization as well as any new terms and conditions amended or added to this agreement.

## Acceptance

Each collaborator has had the ability to read and accept all conditions and terms listed above, and indicates full acceptance and approval of this collaboration agreement by signing below.

### **The Corporation of the Municipality of Temagami**

---

**Name: Elaine Gunnell**

**Date: February 21<sup>st</sup>, 2018**

### **Living Temagami ~ Heritage & Culture Centre**

---

**Name: Roxanne St. Germain**

**Date: February 21<sup>st</sup>, 2018**

**Re: Proposed Regulations for Mandatory Training & Certification, and Mandatory Community Risk Assessments under the *Fire Protection and Prevention Act, 1997***

At its regular meeting of February 22, 2018, the Council of the Municipality of Temagami reviewed proposed regulations to the *Fire Protection and Prevention Act, 1997*. The Municipality of Temagami believes the provisions contained within the Consultation draft regulations will negatively impact small rural volunteer fire departments within the province of Ontario.

**Mandatory Training Certification**

While fully supportive of reasonable measures promoting the safety of **all** firefighters, the Municipality objects to the proposed process for mandatory certification of training for new recruits (2 years to NFPA level 1 & 2), or for firefighters or officers with years of experience to undergo entry level NFPA 1001 Levels 1 and 2 training, including mandatory certification processes as a prerequisite for further training and advancement opportunities. For current firefighters, this measure could exclude experienced individuals from advancing into leadership roles within the department, negatively impacting on a fire department's ability to effectively plan for the future. As a recruiting tool, this measure will exclude individuals willing to give a few hours a week to help their community from joining the volunteer fire service. Mandatory certification to NFPA 1001 for new recruits within 2 years of joining, in addition to other mandated training requirements, will be seen by many as a commitment of personnel time that is more than they have/are willing to give.

The Municipality strongly feels that the proposed regulation must be re-visited and revised to include:

1. Considerations for volunteers to train to a standard without mandatory training certification timelines.
2. If mandatory certification will be a requirement, extend the timelines in which the training for new recruits will be achieved. Extend similar timelines to individuals advancing into leadership roles within the department.
3. If mandatory training regulation is legislated, provide specialized ongoing funding to municipalities with volunteer departments to support implementation of the mandatory training regulations,
4. That the regulation not come into force until at least January 1, 2020, to allow municipal councils and their fire services to make all the necessary training funding decisions.
5. That the OFMEM must ensure timely access to free testing for departments, including all associated costs of the practical skills testing /accreditation for firefighters.
6. 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. If the government believes in fair play and grandfathering is to be opened, it must be opened to all departments, not just the departments that chose not to submit during the 2013/14 grandfathering opportunity.



### **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.). Small rural communities experience little change over 5 years and it appears onerous and unrealistic to expect small departments complete risk assessments every 5 years.

1. We recommend the time interval be extended to a minimum of every 10 years.
2. In addition, specialized funding should be provided to Municipalities completing the assessments, based on the extent of support and assistance small rural and northern municipalities in completing the Community Risk Assessments the OFMEM provides.
3. We further recommend the Ministry consider revisions to the following sections in Schedule 1:
  - Section 2 – difficulty in reporting based on building stock profile and the state of compliance with the fire code. We suggest using MPAC data, and deleting the requirement for code status.
  - Section 3 & 5 : Appears to duplicate information required by Emergency Management, - remove duplication requirements
  - Section 9 (2): Our community does not provide fire protection services to approximately ½ our tax base, the majority being water access properties. Comparison of the community experience to other “like” communities may be extremely time consuming, and difficult to achieve – remove or compare to provincial trends.



## Corporation of the Municipality of Temagami

### Memorandum to Council

**Memo No.**  
2018-M-011

☐

Staff

☒

Committee

**Subject:** OMB Ad - Hoc Committee Terms of Reference

**Agenda Date:** March 13, 2018

**Attachments:** Draft OMB Ad – Hoc Committee Terms of Reference

### **RECOMMENDATION**



To recommend that:

WHEREAS at the OMB Ad-hoc Committee meeting held on February 21, 2018 the Committee reviewed and revised the draft Terms of Reference prepared by staff; NOW THEREFORE BE IT RESOLVED THAT that Council receive Memo-2018-M-011 regarding the OMB Ad-Hoc Committee Terms of Reference; AND FURTHER THAT Council adopt the Terms of Reference as presented.

### **INFORMATION**

At the regular Council meeting held on January 25<sup>th</sup>, 2018 Councillor Prefasi, Chair of the Committee of Adjustment brought a Notice of Motion to Council for the December 15, 2017 meeting regarding the creation of an Ad-Hoc Committee to review and deal with the OMB appeals regarding Files No C-17-02 & C-17-03 Reid. Council directed the creation of an Ad-Hoc Committee on January 25, 2018.

Council passed the following resolution:

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

At the OMB Ad-Hoc Committee meeting held on February 21, 2018 the consensus of the Committee was to present to Council the revised draft Terms of Reference attached to this Memo, which sets out the proposed purpose and scope of the Committee.

This committee is composed of 3 members of Council and one member of staff, with no members of the public, which meets the criteria for a Committee as defined in s.238(1)the *Municipal Act, 2001*, as amended.

Prepared by:

Reviewed by & Approved for Council consideration

**Tammy Lepage,**  
**Planning Assistant**

**Elaine Gunnell,**  
**Municipal Clerk**

Name & Position

Name & Position

## **Municipality of Temagami**

### **TERMS OF REFERENCE FOR THE OMB AD-HOC COMMITTEE**

#### **Purpose**

This is the Terms of Reference for the OMB Ad-Hoc Committee formed as directed by Resolution 18-043 on January 25, 2018 and appointed by the Council of the Corporation of the Municipality of Temagami on January 25, 2018. The purpose of the Committee is to review and to deal with the situation regarding two OMB appeals File No. PL171041 (C-17-02 - Reid) & File No. PL171040 (C-17-03 - Reid) in a proactive and appropriate manner prior to the Municipality being engulfed in process and procedures which will not present the opportunity to speak to these issues in advance of a hearing. The Committee shall inform Council on a regular basis as to the progress of the Committee.

#### **Background**

Councillor Prefasi, Chair of the Committee of Adjustment brought a Notice of Motion to Council for the December 15, 2017 meeting regarding the creation of an Ad-Hoc Committee to review and deal with the OMB appeals regarding Files No C-17-02 & C-17-03 Reid. Council directed the creation of an Ad-Hoc Committee on January 25, 2018 by motion 18-043, as amended.

#### **Context and Scope**

The Committee shall examine the process & procedures during the OMB appeal and provide recommendations to Council.

In carrying out their function the committee shall:

- Take proactive measures regarding the two OMB appeals and make recommendations to Council;
- Carry out any responsibility that may be assigned by Council in a timely manner;
- Review the OMB procedures and practices regarding Bill 139 and all committee members be provided a copy;
- Consider legal and planning advice that has been provided to Council on the matter. The Chair is authorized under these Terms of Reference to obtain additional legal and planning advice pertaining to these OMB hearings.

In making their report, the Committee shall also identify/define and advise Council on all pertinent issues, including but not limited to the following:

- Financial considerations regarding litigation matters pertaining to administrative tribunals;
- Level of risk (liability) to the municipality.
- Potential or existing obstacles to be addressed.

The Ad Hoc Committee, or its Chair, is authorized by these Terms of Reference to send correspondence on behalf of the committee to individuals or groups as needed.

#### **Committee Members**

- The Committee Chair shall be Ron Prefasi (as appointed by the Committee?)
- The committee shall be comprised of:
  - Ron Prefasi, Chair of C of A
  - Debby Burrows, Chair of PAC
  - Lorie Hunter, Mayor (or her designate)

- Elaine Gunnell, Municipal Clerk

### **Meetings**

Members of the Committee shall meet, in person or through teleconference, as needed to make recommendations.

This committee is composed of 3 members of Council and one member of staff with no members of the public, which meets the criteria for a Committee as defined in s.238(1)the Municipal Act, 2001, as amended. This Committee shall be subject to the Procedure By-law No. 17-1365 for: notice of meetings; meetings open to the public; and records of meetings:

- A staff person shall keep minutes of the meetings, which shall include the time and place of the meeting, those in attendance (including by remote means), the general nature of discussion and any recommendations to Council. Although formal motions shall not be required, they may be used as deemed advisable by the committee.
- Meetings open to the public: All meetings shall be open to the public to observe the proceedings, except where a meeting is closed under Section 239 of the Municipal Act. The Committee is authorized to go into Closed Session as specifically authorized by Council by the resolution adopting this Terms of Reference. All rules of the Procedure By-law and the Municipal Act concerning closed meetings shall apply.
- All meetings included closed session shall be audio recorded and available on the municipal website.
- Notice of meetings shall be made at least 2 working days in advance of such meeting and shall be posted on the Municipal website and on the bulletin board in the lobby of the Municipal Office.
- **Administrative Support Staff**

The Municipality shall provide the following municipal staff support to the committee:

Tammy Lepage, Planning Assistant as staff support will assist the committee as follows:

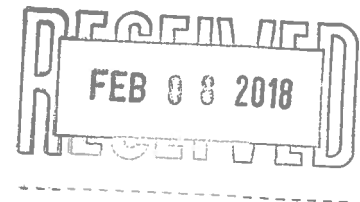
- Provide advice and background information;
- Provide administrative support in preparing agendas and recommendations of the Committee;
- Provide all documentation and correspondence relating to the appeals files;
- Take minutes of all Committee meetings. Minutes shall record the proceedings of the meeting without note or comment. This means recording the agenda items considered, the general nature of the discussion thereon, and any action items, recommendations, or resolutions resulting there from. The minutes shall be submitted to Council once approved;
- Assist in acquiring information from other organizations, including but not limited to the Provincial
- Government and its Ministries
- Other tasks and/or duties as directed.

### **Timing**

This Committee shall be dissolved, once the Committee has submitted its final report to Council.

11458

**From:** Roxanne St. Germain  
**Sent:** Thursday, February 8, 2018 9:22 AM  
**To:** Roxanne St. Germain  
**Subject:** OBC Amendments  
**Attachments:** Resolution - OBC Amendments.pdf



**From:** Kim Armstrong [mailto:karmstrong@norwich.ca]  
**Sent:** Wednesday, February 7, 2018 2:05 PM  
**Subject:** OBC Amendments

Good Afternoon

Please see attached resolution passed by the Township of Norwich Council regarding amendments to the Ontario Building Code.

*Kimberley Armstrong*  
Deputy Clerk  
Township of Norwich  
519-468-2410 ext. 226

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



## THE CORPORATION OF THE TOWNSHIP OF NORWICH

February 5, 2018

Honourable Peter Milczyn, MPP  
Minister of Housing  
17th Floor - 777 Bay Street  
Toronto, Ontario  
M5G 2E5

Dear Sir

### Re: Ontario Building Code Amendments

At their meeting held Tuesday January 30, 2018 the Council of the Township of Norwich passed the following resolution:

"... Whereas the Preface and Introduction to the Ontario Building Code Compendium reads such that the Code is meant to be; "essentially a set of minimum provisions respecting the safety of buildings with reference to public health, fire protection, accessibility, and structurally sufficiency,

And Whereas the Ministry of Housing has for a number of years and continues to make significant changes to the scope of the Ontario Building Code to include provincial policy initiatives such as Environmental Protection, Resource Conservation, and Energy Conservation,

And Whereas these expanded roles in the Code have had significant impacts on local municipal Building Departments for additional training, staffing, and other resources required to implement such initiatives,

Therefore be it resolved that the Township of Norwich hereby requests that the Province ensure that the intent of the legislation and regulations relative to the Ontario Building Code continues to be principally for the protection of the public, and occupant health and safety in relation to the built environment, and examine other avenues for implementation of other initiatives."

If you require further information with respect to the above noted matter, please contact the undersigned.

The Corporation of The Township of Norwich  
285767 Airport Road, Norwich, Ontario N0J 1P0  
Phone (519) 468-2410 Fax: (519) 468-2414 [www.norwich.ca](http://www.norwich.ca)

Sincerely



Kimberley Armstrong  
Deputy Clerk

cc. Honourable Kathleen Wynne, Premier  
Ontario Building Officials Association CAO Aubrey LeBlanc, [cao@oboa.on.ca](mailto:cao@oboa.on.ca)  
Ms. Hannah Evans, Director, Building Development Branch, MMA  
[hannah.evans@ontario.ca](mailto:hannah.evans@ontario.ca)  
Ontario Municipalities – via email

**From:** Rebecca Marshall <RMarshall@ocwa.com>  
**Sent:** Wednesday, February 28, 2018 10:07 AM  
**To:** Elaine Gunnell; Roxanne St. Germain; Patrick Cormier  
**Cc:** Rebecca Marshall; Duquette, Lori (ENE); Ilersich, Sherry (MOECC)  
**Subject:** Temagami North & South 2017 Annual Report  
**Attachments:** Temagami North Annual & Summary Report 2017.pdf; Temagami South Annual & Summary Report 2017.pdf

Mayor ☐  
 Council ☐ ☐ A  
 CAO ☐  
 Building ☐  
 Finance ☐ S ☐ C  
 Ec Dev ☐ S ☐ C  
 Parks & Rec ☐ S ☐ C  
 Planning ☐ S ☐ C  
 Public Wks ☐ S ☐ C  
 PPP ☐  
 Social Services ☐  
☐  
☐

Good Morning,

Ontario's Drinking Water Systems Regulation (O. Reg. 170/03) made under the *Safe Drinking Water Act in 2002*; requires that the owner of a drinking water system prepare an Annual Compliance Report and an Annual Summary Report which describes the operation of the system and the quality of its water.

### Annual Compliance Report

The annual report must cover the period of January 1<sup>st</sup> to December 31<sup>st</sup> in a year and must be prepared not later than February 28<sup>th</sup> of the following year. Pursuant to the legislative requirements, enclosed for your records is the Annual Compliance Report.

In accordance with Section 11 (6), the annual report must:

- (a) contain a brief description of the drinking-water system, including a list of water treatment chemicals used by the system during the period covered by the report;
- (b) summarize any reports made to the Ministry under subsection 18 (1) of the Act or section 16-4 of Schedule 16 during the period covered by the report;
- (c) summarize the results of tests required under the Regulation, the system's approval, drinking water works permit, municipal drinking water licence, or order, including an OWRA order, during the period covered by the report and, if tests required under this Regulation in respect of a parameter were not required during that period, summarize the most recent results of tests of that parameter;
- (d) describe any corrective actions taken under Schedule 17 or 18 during the period covered by the report;
- (e) describe any major expenses incurred during the period covered by the report to install, repair or replace required equipment; and
- (f) if the case of a large municipal residential system or a small municipal residential system, include a statement of where a report prepared under Schedule 22 will be available for inspection under subsection 12 (4) O. Reg. 170/03, s. 11 (6).

In addition, Section 11 (7) gives the direction that a copy of an annual report for the system is given, without charge, to every person who requests a copy and be made available for inspection by any member of the public during normal business hours. The reports should be made available at the Municipal office, or at a location that is accessible to the users of the water system.

### Annual Summary Report

The annual summary report must cover the period of January 1<sup>st</sup> to December 31<sup>st</sup> in a year and must be prepared not later than March 31<sup>st</sup> of the following year. Pursuant to the legislative requirements, enclosed for your records is the Annual Summary Report.

As required in *Schedule 22, Summary Reports for Municipalities*, the annual summary must:

- (2) (a) list the requirements of the Act, the regulations, the system's approval, drinking water works permit, municipal drinking water licence, and any orders applicable to the system that were not met at any time during the period covered by the report; and
- (b) for each requirement referred to in clause (a) that was not met, specify the duration of the failure and the measures that were taken to correct the failure.
- (3) The report must also include the following information for the purpose of enabling the owner of the system to assess the capability of the system to meet existing and planned uses of the system:



1. A summary of the quantities and flow rates of the water supplied during the period covered by the report, including monthly average and maximum daily flows.
2. A comparison of the summary referred to in paragraph 1 to the rated capacity and flow rates approved in the system's approval, drinking water works permit or municipal drinking water licence, or if the system is receiving all of its water from another system under an agreement pursuant to subsection 5 (4), to the flow rates specified in the written agreement.

In addition, Section 12 (1) – 4 – gives the direction that a copy of the annual summary for the system is given, without charge, to every person who requests a copy and be made available for inspection by any member of the public during normal business hours. The reports should be made available at the municipal office, or at a location that is accessible to the users of the water system.

These reports were prepared by the Ontario Clean Water Agency (OCWA) on behalf of the municipality and are based on information kept on record by OCWA. The reports cover the period January 1<sup>st</sup> to December 31<sup>st</sup> 2017.

Please note that any Provincial Officers Orders or non-compliance issues that you have received directly from the Ministry of the Environment (MOE) should be reviewed. Where non-compliance with the Order or Issue is evident and it is not included in the attached 2017 Annual Compliance/Summary Report, then we recommend that this information be added to the report.

After your review and inclusion of any additional information, this report is to be provided to the members of Council before March 31, 2018. Please ensure this distribution.

Yours truly,  
Ontario Clean Water Agency

**Rebecca Marshall** | Process and Compliance Technician | North Eastern Ontario Hub | Ontario Clean Water Agency | Tel: 705-648-4267 | Fax: 705-567-7974 | Email: [rmarshall@ocwa.com](mailto:rmarshall@ocwa.com)

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

Temagami North Drinking Water System

# **2017 ANNUAL/SUMMARY REPORT**

Prepared by the Ontario Clean Water Agency  
on behalf of the Municipality of Temagami



## TABLE OF CONTENTS

EXECUTIVE SUMMARY .....	2
INTRODUCTION.....	3

### Section 11 – ANNUAL REPORT

1.0 INTRODUCTION.....	5
2.0 DESCRIPTION OF THE DRINKING WATER SYSTEM.....	6
3.0 LIST OF WATER TREATMENT CHEMICALS USED OVER THE REPORTING PERIOD....	7
4.0 SIGNIFICANT EXPENSES INCURRED TO THE DRINKING WATER SYSTEM.....	7
5.0 DETAILS ON NOTICES OF ADVERSE TEST RESULTS AND OTHER PROBLEMS REPORTED TO & SUBMITTED TO THE SPILLS ACTION CENTER.....	7
6.0 MICROBIOLOGICAL TESTING PERFORMED DURING THE REPORTING PERIOD .....	7
7.0 OPERATIONAL TESTING PERFORMED DURING THE REPORTING PERIOD.....	8

### Section 12 – SUMMARY REPORT for MUNICIPALITIES

1.0 INTRODUCTION.....	13
2.0 REQUIREMENTS THE SYSTEM FAILED TO MEET .....	13
3.0 SUMMARY OF QUANTITIES & FLOW RATES .....	14
4.0 CONCLUSION .....	17



## EXECUTIVE SUMMARY

The 2017 Annual/Summary Report for the Temagami North Drinking Water System addresses the requirements outlined in Schedule 11 and 22 of the Ontario Drinking Water Systems Regulation (O. Reg. 170/03) under the *Safe Drinking Water Act*, 2002.

The Ontario Clean Water Agency prepares this report on behalf of the Municipality of Temagami by February 28 of each year. The report is accessible on-line on the Municipality of Temagami website at: <http://www.temagami.ca/pagesmith/48> and in hard copy upon request. The availability of the Annual/Summary Report is communicated to the Municipality of Temagami consumers via an ad in the community bulletin and notice at the City Hall.

This report is divided into two sections. Section 11 – Annual Report provides a detailed description of the drinking water system, list of chemicals used, significant expenses incurred, notices of adverse test results, any incidents issued, and a summary of all microbiological and operational testing performed. Section 12 – Summary Report for Municipalities presents any requirements the system failed to meet. Also included is a summary of quantities and flow rates generated by the drinking water system.

The Municipality of Temagami complied with the terms and conditions of all Licences and Permits, Ontario Drinking Water Quality Standards Regulation (O. Reg. 169/03), and the Drinking Water Systems Regulation (O. Reg. 170/03) with the exception of those events detailed in Section 2 of the Summary Report.



## INTRODUCTION

Municipalities throughout Ontario are required to comply with Ontario Regulation 170/03 made under the *Safe Drinking Water Act*, 2002. The Act was passed following recommendations made by Commissioner O'Conner after the Walkerton Inquiry. The Act's purpose is to protect human health through the control and regulation of drinking-water systems. O. Reg. 170/03 regulates drinking water testing, use of licensed laboratories, treatment requirements and reporting requirements.

O. Reg. 170/03 requires the owner to produce an Annual Report, under Section 11. This report must include the following:

1. Description of system and chemical(s) used
2. Summary of any adverse water quality reports and corrective actions
3. Summary of all required testing
4. Description of any major expenses incurred to install, repair or replace equipment

This Annual Report must be completed by February 28 of each year.

The regulation also requires a Summary Report which must be presented and accepted by Council by March 31 of each year for the preceding calendar year reporting period.

The report must list the requirements of the Act, its regulations, the system's Drinking Water Works Permit (DWWP), Municipal Drinking Water Licence (MDWL), Certificate of Approval (if applicable), and any Provincial Officer Order the system failed to meet during the reporting period. The report must also specify the duration of the failure, and for each failure referred to, describe the measures that were taken to correct the failure.

The *Safe Drinking Water Act*, 2002 and the drinking water regulations can be viewed at the following website: <http://www.e-laws.gov.on.ca>.

To enable the Owner to assess the rated capacity of their system to meet existing and future planned water uses, the following information is also required in the report.

1. A summary of the quantities and flow rates of water supplied during the reporting period, including the monthly average and the maximum daily flows.
2. A comparison of the summary to the rated capacity and flow rates approved in the systems approval, drinking water works permit or municipal drinking water licence or a written agreement if the system is receiving all its water from another system under an agreement.

The two reports have been combined and presented to council as the 2017 Annual/Summary Report.



Temagami North Drinking Water System

Section 11

# 2017 ANNUAL REPORT

for MUNICIPALITIES



Section 11

**ANNUAL REPORT**

---

**1.0 INTRODUCTION**

<b>Drinking-Water System Name</b>	<b>TEMAGAMI NORTH DRINKING WATER SYSTEM</b>
<b>Drinking-Water System Number</b>	220000433
<b>Drinking-Water System Owner</b>	The Corporation of the Municipality of Temagami
<b>Drinking-Water System Category</b>	Large Municipal, Residential System
<b>Reporting Period</b>	January 1, 2017 to December 31, 2017

**Does your Drinking-Water System serve more than 10,000 people?** No

**Is your annual report available to the public at no charge on a web site on the Internet?**

Yes at: <http://www.temagami.ca/pagesmith/48>

**Location where Report required under O. Reg. 170/03 Schedule 22 will be available for inspection:**

Temagami Municipal Office  
7 Lakeshore Drive  
Temagami, ON P0H 2H0

**Drinking-Water Systems that receive drinking water from the Temagami North Drinking Water System**

The Temagami North Drinking Water System provides all of its drinking water to the community of Temagami North within the Municipality of Temagami.

**The Annual Report was not provided to any other Drinking Water System owners**

The Ontario Clean Water Agency prepared the 2017 Annual Report for the Temagami North Drinking Water System and provided a copy to the system owner; the Municipality of Temagami. The Temagami North Drinking Water System is a stand-alone system that does not receive water from or send water to another system.

**Notification to system users that the Annual Report is available for viewing is accomplished through:**

Public access/notice via the web

Public access/notice via Municipal Office

Public access/notice via a community bulletin Public access/notice via a newspaper



## 2.0 DESCRIPTION OF THE DRINKING WATER SYSTEM

The Temagami North Drinking Water System is owned by The Corporation of the Municipality of Temagami. OCWA is the Operating Authority of the Water Treatment and Distribution Systems. This subject system is not interconnected to any other drinking water systems owned by different owners.

The intake pipe for the Temagami North water treatment plant 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 m long, 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/s (328 m<sup>3</sup>/day). These pumps are controlled by the systems PLC (programmable logic controller) and discharge to the two BCA Pre-Fabricated package treatment plants.

The BCA plants each consist of a flash mixing chamber, flocculation tank, two clarification chambers, and two deep dual media filters (sand/anthracite). Aluminum sulphate and polymer are added for the coagulation/flocculation process, sodium carbonate for pH adjustment and sodium hypochlorite for disinfection. All chemicals are added using metering pumps. The plant is equipped with an automated monitoring system that records various components of the process including system flows and chemical dosages.

The treated water is directed to two of the three clearwells, which have a combined capacity of 268.9 m<sup>3</sup>. The two highlift pumps direct the treated water into the distribution system, which is equipped with a standpipe known as the North Tower. The standpipe has a total storage capacity of 732 m<sup>3</sup> and helps to maintain water pressure within the system. Alarmed chlorine and turbidity monitoring systems are in place to ensure the water is of acceptable quality before entering the distribution system.

Filter backwashes are initiated by head loss, turbidity levels, time or manually by the operator. The backwash wastewater and sedimentation sludge is directed to a drainage system that leads to the Municipal sanitary sewer system for disposal.

A back up 80 kW diesel generator with automatic start is located in a nearby sewage pumping station and is available to provide emergency power for the entire facility in the event of a power interruption.

Classified as a Large Municipal Residential Drinking Water System, Temagami North has approximately 218 service connections serving an estimated population of 300 residents.





### 3.0 LIST OF WATER TREATMENT CHEMICALS USED OVER THE REPORTING PERIOD

The following chemicals were used in the Temagami North treatment process:

Aluminum Sulphate (Alum) - Coagulation/Flocculation  
 Polyelectrolyte (Polymer) - Coagulant Aid  
 Sodium Carbonate (Soda Ash) – pH and Alkalinity Adjustment  
 Sodium Hypochlorite - Primary Disinfection

All treatment chemicals are NSF/ANSI approved.

### 4.0 SIGNIFICANT EXPENSES INCURRED TO THE DRINKING WATER SYSTEM

The following work was completed in 2017:

- Multi Ranger (level indicator)
- Generator Load Testing
- New Miltronics installed (spare also purchased)
- Reprogram SCADA

All routine maintenance functions were accomplished through OCWA's comprehensive Workplace Management computerized work order system.

### 5.0 DETAILS ON NOTICES OF ADVERSE TEST RESULTS AND OTHER PROBLEMS REPORTED TO & SUBMITTED TO THE SPILLS ACTION CENTER

#### Incident #1 – Sodium Exceedance (AWQI #137330)

<b>Date</b>	October 10, 2017
<b>Details</b>	Sodium result = 26.5 mg/L
<b>Corrective Action</b>	Re-Sample (result = 23.7) MOECC SAC and MOH notified

### 6.0 MICROBIOLOGICAL TESTING PERFORMED DURING THE REPORTING PERIOD

Sample Type	Number of Samples	<i>E.coli</i> Results (min to max)	Total Coliform Results (min to max)	Number of HPC Samples	Range of HPC Results (min to max)
Raw	52	<2 to <4	<2 to 90	N/A	N/A
Treated	52	0 to 0	0 to 0	52	<10 to >1500
Distribution	104	0 to 0	0 to 0	40*	<10 to 80



Maximum Acceptable Concentration (MAC) for *E. coli* = 0 Counts/100 mL

MAC for Total Coliforms = 0 Counts/100 mL

\*HPC testing was not completed on any of the monthly samples taken in March and April

## 7.0 OPERATIONAL TESTING PERFORMED DURING THE REPORTING PERIOD

### Continuous Flow Analyzers in Treatment Process

Parameter	Number of Samples	Range of Results (min to max)	Unit of Measure
Turbidity (Filter 1)	8760	0 to 2	NTU
Turbidity (Filter 2)	8760	0 to 2	NTU
Free Chlorine	8760	0.94 to 3.33	mg/L

Note: For continuous monitors use 8760 as the number samples for one year.

Effective backwash procedures, including filter to waste are in place to ensure that the effluent turbidity requirements are met all times. Thus, the maximum result of 2 NTU is not representative of the water entering the clearwell.

### Free Chlorine Residual in the Distribution System

Number of Samples	Free Chlorine (min to max)	Unit of Measure	Standard
364	0.11 to 2.15	mg/L	≥ 0.05

Note: Four (4) chlorine residual samples are collected one day and three (3) on a second day of each week. The sample sets must be collected at least 48-hours apart.

### Nitrate & Nitrite at the Water Treatment Plant

Date of Sample	Nitrate Result	Nitrite Result	Unit of Measure	Exceedance
January 9	0.2	<0.03	mg/L	No
April 18	0.2	<0.03	mg/L	No
July 10	<0.1	<0.03	mg/L	No
October 10	0.16	<0.03	mg/L	No

MAC for Nitrate = 10 mg/L

MAC for Nitrite = 1.0 mg/L

### Total Trihalomethane in the Distribution System

Date of Sample	THM Result	Running Average	Unit of Measure	Exceedance
January 9	49	49.3	ug/L	No
April 18	37	47.2	ug/L	No
July 10	36.5	43.8	ug/L	No
October 10	47.8	42.6	ug/L	No

MAC for Trihalomethanes = 100 ug/L (Four Quarter Running Average)



### Total Haloacetic Acids in the Distribution System

Date of Sample	HAA Result	Running Average	Unit of Measure	Exceedance
January 9	31	-	ug/L	NA
April 18	40	-	ug/L	NA
July 10	14	-	ug/L	NA
October 10	44	32.3	ug/L	NA

MAC for Haloacetic Acids = 80 ug/L (Four Quarter Running Average) – Effective January 2020

### Summary of Most Recent Lead Data

(Applicable to the following drinking water systems; large municipal residential systems, small, municipal residential systems, and non-municipal year-round residential systems)

The Temagami North Drinking Water System qualified for the 'Exemption from Plumbing Sampling' as described in section 15.1-5 (9) and 15.1-5 (10) of Ontario Regulation 170/03. The exemption applies to a drinking water system if; in two consecutive periods at reduced sampling, not more than 10% of all samples from plumbing exceed the maximum allowable concentration of 10 ug/L for lead. The system is required to test for total alkalinity and pH in one distribution sample collected during the period of December 15 to April 15 and one distribution sample during the period of June 15 to October 15. This testing is required in every 12-month period with lead testing in every third 12-month period.

### pH & Alkalinity in the Distribution System

Sample Periods	Number of Samples	Lead	pH	Alkalinity (mg/L)
December 15 to April 15	1	-	7.45	85.9
June 15 to October 15	1	-	6.6	75

Sample Dates: April 12 and October 12, 2017

Next round of lead sample scheduled for 2018

### Schedule 23 Inorganic at the Water Treatment Plant

Parameter	Result Value	Unit of Measure	MAC	Exceedance
Antimony	0.5	ug/L	6	No
Arsenic	1	ug/L	25	No
Barium	1	ug/L	1000	No
Boron	2	ug/L	5000	No
Cadmium	0.1	ug/L	5	No
Chromium	1	ug/L	50	No
Mercury	0.1	ug/L	1	No
Selenium	1	ug/L	10	No
Uranium	1	ug/L	20	No

Sample Date: October 10, 2017

Note: Sample required every 12 months. Next sampling scheduled for October 2018.

**Schedule 24 Organic at the Water Treatment Plant**

Parameter	Result Value	Unit of Measure	MAC	Exceedance
1,1-Dichloroethylene (vinylidene chloride)	<0.3	ug/L	14	No
1,2-Dichlorobenzene	<0.2	ug/L	200	No
1,2-Dichloroethane	<0.2	ug/L	5	No
1,4-Dichlorobenzene	<0.3	ug/L	5	No
2,3,4,6-Tetrachlorophenol	<0.3	ug/L	100	No
2,4,6-Trichlorophenol	<0.2	ug/L	5	No
2,4-D	<0.08	ug/L	100	No
2,4-Dichlorophenol	<0.2	ug/L	900	No
Alachlor	<0.2	ug/L	5	No
Atrazine	<0.2	ug/L	No MAC	No
Atrazine + N-dealkylated metabolites	<0.5	ug/L	5	No
Azinphos-methyl (Guthion)	<0.2	ug/L	20	No
Benzene	<0.1	ug/L	5	No
Benzo(a)pyrene	<0.005	ug/L	0.01	No
Bromoxynil	<0.1	ug/L	5	No
Carbaryl	<1	ug/L	90	No
Carbofuran	<1	ug/L	90	No
Carbon tetrachloride	<0.2	ug/L	5	No
Chlorobenzene	<0.5	ug/L	80	No
Chlorpyrifos (Dursban)	<0.2	ug/L	90	No
Desethyl atrazine	<0.3	ug/L	No MAC	No
Diazinon	<0.2	ug/L	20	No
Dicamba	<0.08	ug/L	120	No
Dichloromethane	<1	ug/L	50	No
Diclofop-methyl	<0.08	ug/L	9	No
Dimethoate	<0.2	ug/L	20	No
Diquat	<0.7	ug/L	70	No
Diuron	<6	ug/L	150	No
Glyphosate	<20	ug/L	280	No
Malathion	<0.2	ug/L	190	No
MCPA	<10	ug/L	100	No
Metolachlor	<0.1	ug/L	50	No
Metribuzin (Sencor)	<0.1	ug/L	80	No
Paraquat	<0.3	ug/L	10	No
Pentachlorophenol	<0.3	ug/L	60	No
Phorate	<0.1	ug/L	2	No
Picloram	<0.08	ug/L	190	No
Prometryne	<0.06	ug/L	1	No
Simazine	<0.2	ug/L	10	No
Terbufos	<0.1	ug/L	1	No
Tetrachloroethylene	<0.3	ug/L	30	No
Total PCBs	<0.06	ug/L	3	No



Parameter	Result Value	Unit of Measure	MAC	Exceedance
Triallate	<0.1	ug/L	230	No
Trichloroethylene	<0.2	ug/L	5	No
Trifluralin	<0.1	ug/L	45	No
Vinyl chloride	<0.1	ug/L	1	No

Sample Date: October 10, 2017

Note: Sample required every 12 months. Next sampling scheduled for October 2018.

### Inorganic or Organic Parameter(s) that Exceeded Half the Standard Prescribed in Schedule 2 of Ontario Drinking Water Quality Standards

No inorganic or organic parameter(s) listed in Schedule 23 and 24 of Ontario Regulation 170/03 exceeded half the standard found in Schedule 2 of the Ontario Drinking Water Standard (O. Reg.169/03) during the reporting period.

### Most Recent Sodium at the Water Treatment Plant

Date of Sample	Number of Samples	Result Value	Unit of Measure	MAC	Exceedance
October 10, 2017	1	26.5	mg/L	20	Yes
October 18, 2017	1	23.7	mg/L	20	Yes

Note: Sample required every 60 months. Next sampling scheduled for October 2022.

Exceedance reported as required by O. Reg. 170/03 (see AWQI 137330).

### Most Recent Fluoride at the Water Treatment Plant

Date of Sample	Number of Samples	Result Value	Unit of Measure	MAC	Exceedance
October 10, 2017	1	0.077	mg/L	1.5	No

Note: Sample required every 60 months. Next sampling scheduled for October 2017.

### Additional Testing Performed in Accordance with a Legal Instrument

No additional sampling and testing was required for the Temagami North Drinking Water System during the 2017 reporting year.



Temagami North Drinking Water System

Schedule 22

# 2017 SUMMARY REPORT

for MUNICIPALITIES



Schedule 22

## SUMMARY REPORTS for MUNICIPALITIES

### 1.0 INTRODUCTION

<b>Drinking-Water System Name</b>	<b>TEMAGAMI NORTH DRINKING WATER SYSTEM</b>
<b>Municipal Drinking Water Licence (MDWL)</b>	201-102 (issued July 25, 2016)
<b>Drinking Water Works Permit (DWWP)</b>	201-202 (issued July 25, 2016)
<b>Permit to Take Water (PTTW)</b>	7317-8PBM2Z (issued December 9, 2011) 4505-AS3NUQ (issued October 26, 2017)
<b>Reporting Period</b>	January 1, 2017 to December 31, 2017

### 2.0 REQUIREMENTS THE SYSTEM FAILED TO MEET

According to documentation available to the Ontario Clean Water Agency, the following table lists any requirements the system failed to meet during the 2017 reporting period.

#### Requirement Failure #1 – Permit to Take Water

<b>Legislation</b>	<b>Permit to Take Water# 4505-AS3NUQ (issued Oct. 26, 2017)</b>
<b>Requirement(s) the System Failed to Meet</b>	The maximum flow was exceeded on November 28; due to an increase in turbidity more water was needed to perform extra backwashes
<b>Corrective Action</b>	The issue resolved itself once the turbidity returned to normal
<b>Status</b>	Resolved

#### Requirement Failure #2 – Missed Heterotrophic Plate Count (HPC) Testing

<b>Legislation</b>	<b>SDWA - O. Reg. 170/03</b>
<b>Requirement(s) the System Failed to Meet</b>	HPC testing was not completed on any of the micro bacteriological samples taken from the distribution in the month of March and April 2017. This was due to an error on the chain of custody form.
<b>Corrective Action</b>	The chain of custody form was corrected and re-issued. HPC testing is being done on a weekly basis.
<b>Status</b>	Resolved

*For Adverse Water Quality Incidents please see page 7*



### 3.0 SUMMARY OF QUANTITIES & FLOW RATES

The following Water Usage Tables summarize the quantities and flow rates of water taken and produced during the 2017 reporting period, including average monthly volumes, maximum monthly volumes, total monthly volumes and maximum flow rates.

#### 2017 - Monthly Summary of Water Takings from the Source (Net Lake)

Governed by Permit to Take Water (PTTW) #7317-8PBM2Z(Dec. 9, 2011) and #4505-AS3NUQ (Oct. 26, 2017)

Raw Water Usage	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Total Volume (m <sup>3</sup> )	4526	3664	4240	3451	4054	4999	4891	4294	3841	4357	5118	4806	52241
Average Volume (m <sup>3</sup> /day)	146	131	137	115	131	167	158	139	128	141	171	155	143
Maximum Volume (m <sup>3</sup> /day)	389	174	180	183	177	375	206	180	184	272	528	198	528
PTTW - Maximum Allowable Volume (m <sup>3</sup> /day)	460	460	460	460	460	460	460	460	460	460	460	460	460
Maximum Flow Rate (L/min)	460	455	433	404	424	460	436	418	410	435	452	414	460
PTTW - Maximum Allowable Flow Rate (L/min)	456	456	456	456	456	456	456	456	456	456	456	456	456

#### 2017 - Monthly Summary of Treated Water Supplied to the Distribution System

Governed by Municipal Drinking Water Licence #201-102

Treated Water Usage	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Total Volume (m <sup>3</sup> )	3555	3282	3807	3294	3568	4108	4361	3866	3394	3878	4033	4352	45498
Average Volume (m <sup>3</sup> /day)	123	122	123	110	115	137	141	125	113	125	134	140	126
Maximum Volume (m <sup>3</sup> /day)	176	167	164	184	167	322	203	187	162	242	316	192	322
MDWL - Rated Capacity (m <sup>3</sup> /day)	328	328	328	328	328	328	328	328	328	328	328	328	328





## Flow Monitoring

Municipal Drinking Water Licence (MDWL) #201-102 requires the owner to install a sufficient number of flow measuring devices to permit the continuous measurement and recording of:

- the flow rate and daily volume of water conveyed from the treatment system to the distribution system, and
- the flow rate and daily volume of water conveyed into the treatment system.

The Temagami North drinking water system has three flow meters as listed in the MDWL; two installed to monitor raw water entering each package treatment plant and one installed to monitor treated water entering the distribution system. Flow metering devices were calibrated in accordance to manufacturers' specifications on an annual basis and are operating as required.

## Comparison of Summary to the Rated Capacity & Flow Rates Approved in the Systems Approval, Licence and Permit

Temagami North DWS' Permit to Take Water (PTTW) #7317-8PBM2Z issued December 9, 2011 allowed the Municipality of Temagami to withdraw water at a maximum flow rate of 456 L/minute and a maximum total daily volume of 460 m<sup>3</sup>/day from Net Lake. PTTW #4505-AS3NUQ issued October 26, 2017 allows the same amounts. PTTW #4505-AS3NUQ also allows flow rate exceedances to occur during pump start up if they last less than five minutes.

The maximum flow rate was exceeded in January and June due to spikes on pump startup which lasted less than 5 minutes. The maximum total daily volume exceeded in November when more water was needed for extra backwashes due to an increase in turbidity.

Schedule C, Section 1.1 of the MDWL requires that the maximum daily volume of treated water that flows to the distribution system shall not exceed 328 m<sup>3</sup>/day. This rate was not exceeded as the maximum flow was 322 m<sup>3</sup>.

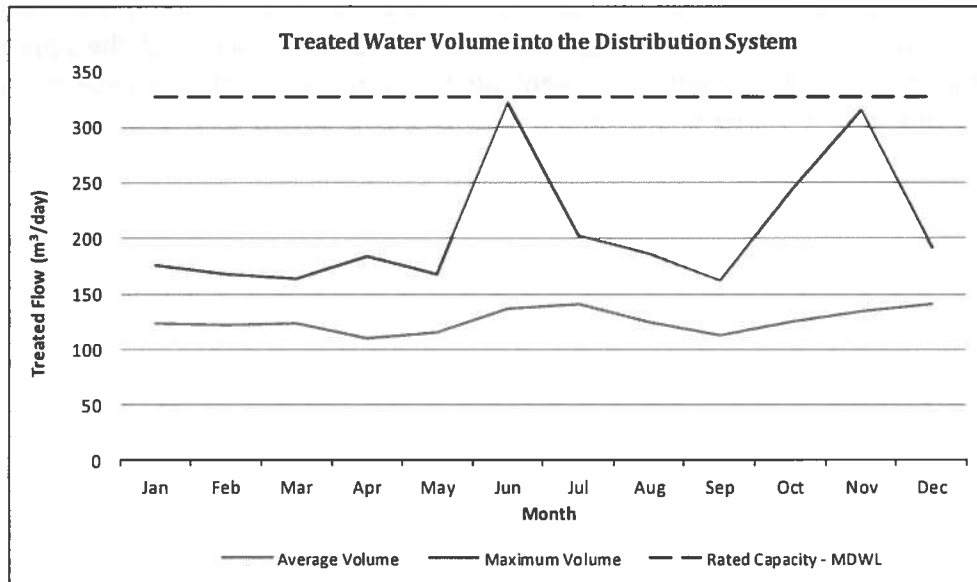
The following table and graph compare the average and maximum flow rates into the distribution system to the approved rated capacity of the system as identified in the MDWL.



## Temagami North Drinking Water System – 2017 Annual/Summary Report

### 2017 - Daily Volume of Treated Water into the Distribution System

Treated Flow	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average Volume (m <sup>3</sup> /day)	123	122	123	110	115	137	141	125	113	125	134	140
Maximum Volume (m <sup>3</sup> /day)	176	167	164	184	167	322	203	187	162	242	316	192
Rated Capacity - MDWL	328	328	328	328	328	328	328	328	328	328	328	328
% Rated Capacity	54	51	50	56	51	98	62	57	49	74	96	59





## Summary of System Performance

The following information is provided to enable the Owner to assess the capability of the system to meet existing and future water usage needs:

Rated Capacity of the Plant (MDWL)	328 m <sup>3</sup> /day	
Average Daily Flow for 2017	126 m <sup>3</sup> /day	38% of the rated capacity
Maximum Daily Flow for 2017	322 m <sup>3</sup> /day	98% of the rated capacity
Total Treated Water Produced in 2017	45498 m <sup>3</sup>	

## 4.0 CONCLUSION

The Temagami North Drinking Water System addressed incidents of non-compliance with the regulatory requirements of the Safe Drinking Water Act and its Regulations and the terms and conditions outlined in its specific approval, drinking water works permit and municipal drinking water licence during the reporting period.

The system was able to operate, for the most part, in accordance with the terms and conditions of the Permit to Take Water and in accordance with the rate capacity of the approval and licence while meeting the community's demand for water use with the exceptions of the exceedances mentioned earlier in the report.



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

Temagami South Drinking Water System

# 2017 ANNUAL/SUMMARY REPORT

Prepared by the Ontario Clean Water Agency  
on behalf of the Municipality of Temagami



## TABLE OF CONTENTS

EXECUTIVE SUMMARY .....	2
INTRODUCTION .....	3

### Section 11 – ANNUAL REPORT

1.0 INTRODUCTION.....	5
2.0 DESCRIPTION OF THE DRINKING WATER SYSTEM.....	6
3.0 LIST OF WATER TREATMENT CHEMICALS USED OVER THE REPORTING PERIOD ....	6
4.0 SIGNIFICANT EXPENSES INCURRED TO THE DRINKING WATER SYSTEM.....	7
5.0 DETAILS ON NOTICES OF ADVERSE TEST RESULTS AND OTHER PROBLEMS REPORTED TO & SUBMITTED TO THE SPILLS ACTION CENTER.....	7
6.0 MICROBIOLOGICAL TESTING PERFORMED DURING THE REPORTING PERIOD .....	7
7.0 OPERATIONAL TESTING PERFORMED DURING THE REPORTING PERIOD.....	8

### Section 12 – SUMMARY REPORT for MUNICIPALITIES

1.0 INTRODUCTION.....	14
2.0 REQUIREMENTS THE SYSTEM FAILED TO MEET .....	14
3.0 SUMMARY OF QUANTITIES & FLOW RATES .....	15
4.0 CONCLUSION .....	18



## EXECUTIVE SUMMARY

The 2017 Annual/Summary Report for the Temagami South Drinking Water System addresses the requirements outlined in Section 11 and Schedule 22 of the Ontario Drinking Water Systems Regulation (O. Reg. 170/03) under the *Safe Drinking Water Act*, 2002.

The Ontario Clean Water Agency prepares this report on behalf of the Municipality of Temagami by February 28 of each year. The report is accessible on-line on the Municipality of Temagami website at: <http://www.temagami.ca/pagesmith/48> and in hard copy upon request. The availability of the Annual/Summary Report is communicated to the Municipality of Temagami consumers via an ad in the community bulletin and notice at the City Hall.

This report is divided into two sections. Section 11 – Annual Report provides a detailed description of the drinking water system, list of chemicals used, significant expenses incurred, notices of adverse test results, any incidents issued, and a summary of all microbiological and operational testing performed. Schedule 22 – Summary Report for Municipalities presents any requirements the system failed to meet. Also included is a summary of quantities and flow rates generated by the drinking water system.

The Municipality of Temagami complied with the terms and conditions of all Licences and Permits, Ontario Drinking Water Quality Standards Regulation (O. Reg. 169/03), and the Drinking Water Systems Regulation (O. Reg. 170/03) with the exception of those events detailed in Section 2 of the Summary Report.



## INTRODUCTION

Municipalities throughout Ontario are required to comply with Ontario Regulation 170/03 made under the *Safe Drinking Water Act*, 2002. The Act was passed following recommendations made by Commissioner O'Conner after the Walkerton Inquiry. The Act's purpose is to protect human health through the control and regulation of drinking-water systems. O. Reg. 170/03 regulates drinking water testing, use of licensed laboratories, treatment requirements and reporting requirements.

O. Reg. 170/03 requires the owner to produce an Annual Report, under Section 11. This report must include the following:

1. Description of system and chemical(s) used
2. Summary of any adverse water quality reports and corrective actions
3. Summary of all required testing
4. Description of any major expenses incurred to install, repair or replace equipment

This Annual Report must be completed by February 28 of each year.

The regulation also requires a Summary Report which must be presented and accepted by Council by March 31 of each year for the preceding calendar year reporting period.

The report must list the requirements of the Act, its regulations, the system's Drinking Water Works Permit (DWWP), Municipal Drinking Water Licence (MDWL), Certificate of Approval (if applicable), and any Provincial Officer Order the system failed to meet during the reporting period. The report must also specify the duration of the failure, and for each failure referred to, describe the measures that were taken to correct the failure.

The *Safe Drinking Water Act*, 2002 and the drinking water regulations can be viewed at the following website: <http://www.e-laws.gov.on.ca>.

To enable the Owner to assess the rated capacity of their system to meet existing and future planned water uses, the following information is also required in the report.

1. A summary of the quantities and flow rates of water supplied during the reporting period, including the monthly average and the maximum daily flows.
2. A comparison of the summary to the rated capacity and flow rates approved in the systems approval, drinking water works permit or municipal drinking water licence or a written agreement if the system is receiving all its water from another system under an agreement.

The two reports have been combined and presented to council as the 2017 Annual/Summary Report.



Temagami South Drinking Water System

Section 11

# **2017 ANNUAL REPORT**

for MUNICIPALITIES





Section 11

**ANNUAL REPORT**

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**1.0 INTRODUCTION**

<b>Drinking-Water System Name</b>	<b>TEMAGAMI SOUTH DRINKING WATER SYSTEM</b>
<b>Drinking-Water System Number</b>	220000424
<b>Drinking-Water System Owner</b>	The Corporation of the Municipality of Temagami
<b>Drinking-Water System Category</b>	Large Municipal, Residential System
<b>Reporting Period</b>	January 1, 2017 to December 31, 2017

**Does your Drinking-Water System serve more than 10,000 people?** No

**Is your annual report available to the public at no charge on a web site on the Internet?**

Yes at: <http://www.temagami.ca/pagesmith/48>

**Location where Report required under O. Reg. 170/03 Schedule 22 will be available for inspection:**

Temagami Municipal Office  
7 Lakeshore Drive  
Temagami, ON P0H 2H0

**Drinking-Water Systems that receive drinking water from the Temagami South Drinking Water System**

The Temagami South Drinking Water System provides all drinking water to the Municipality of Temagami.

**The Annual Report was not provided to any other Drinking Water System owners**

The Ontario Clean Water Agency prepared the 2017 Annual Report for the Temagami South Drinking Water System and provided a copy to the system owner; the Municipality of Temagami. The Temagami South Drinking Water System is a stand-alone system that does not receive water from or send water to another system.

**Notification to system users that the Annual Report is available for viewing is accomplished through:**

Public access/notice via the web

Public access/notice via Government Office

Public access/notice via a community bulletin Public access/notice via a newspaper



## 2.0 DESCRIPTION OF THE DRINKING WATER SYSTEM

The Temagami South Drinking Water System is owned by The Corporation of the Municipality of Temagami. The Ontario Clean Water Agency is the Operating Authority of the Water Treatment and Distribution systems. This subject system is not interconnected to any other drinking water systems owned by different owners.

Located on Lakeshore Road, the Temagami South treatment plant obtains its source water from Lake Temagami. The water is drawn through a 20 m long, 200 mm diameter intake pipe that extends from a submerged intake structure 5.7 m below the average water level. The intake pipe 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 m<sup>3</sup>/day). These pumps are controlled by the treatment systems' PLC and discharge to the two package plants located within the WTP.

The treatment systems are two different package plants. One is a BCA Pre-Fabricated package treatment plant which operates automatically and the other is a Neptune Microfloc "Trident" package treatment plant which operates manually. Each plant provides chemically assisted filtration through coagulation, flocculation, sedimentation and filtration operations. Aluminum sulphate and polymer are added to the raw water upstream of the static mixer for the coagulation/flocculation process. Sodium carbonate is injected for pH adjustment and sodium hypochlorite is used for disinfection. All chemicals are added using two metering pumps. The plant is equipped with an automated monitoring system that records various components of the process.

The filtered water is then directed to two clearwells having a total capacity of 280.68 m<sup>3</sup>. Two high lift pumps rated at 916 m<sup>3</sup>/day direct finished water to the distribution system and an elevated tower, which maintains pressure to the distribution system. Alarmed chlorine and turbidity monitoring systems are in place to monitor water quality leaving the treatment facility.

Filter backwashes are initiated by head loss, turbidity levels, and timer or manually by the operator. Filter backwash and clarifier waste are stored in a wastewater holding tank before being pumped to the Municipal sewer system for disposal.

For emergency purposes, a 60 kW diesel generator set is available to provide emergency power to the entire facility in the event of a power outage.

Temagami South is classified as a Large Municipal Residential Drinking Water System and has 182 service connections serving a nominal 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 m<sup>3</sup> and assists with maintaining water pressure in the system.

## 3.0 LIST OF WATER TREATMENT CHEMICALS USED OVER THE REPORTING PERIOD

The following chemicals were used in the Temagami South Drinking Water System treatment process:

Aluminum Sulphate (Alum) – Coagulation/Flocculation  
 Polyelectrolyte (Polymer) - Coagulant Aid  
 Sodium Carbonate (Soda Ash) – pH and Alkalinity Adjustment  
 Sodium Hypochlorite – Disinfection

All treatment chemicals are NSF/ANSI approved.

#### 4.0 SIGNIFICANT EXPENSES INCURRED TO THE DRINKING WATER SYSTEM

The following work was completed in 2017:

- New Multi-Ranger (Level indicator) installed
- New PLC Power Supply installed
- Intake Inspection completed

All routine maintenance functions were accomplished through OCWA's comprehensive Workplace Management computerized work order system.

#### 5.0 DETAILS ON NOTICES OF ADVERSE TEST RESULTS AND OTHER PROBLEMS REPORTED TO & SUBMITTED TO THE SPILLS ACTION CENTER

##### Incident #1 – Sodium Exceedance (AWQI #137332)

<b>Date</b>	October 10, 2017
<b>Details</b>	Sodium result = 23.1 mg/L (Treated sample)
<b>Corrective Action</b>	Re-Sample (result = 19.4)

#### 6.0 MICROBIOLOGICAL TESTING PERFORMED DURING THE REPORTING PERIOD

Sample Type	Number of Samples	<i>E.coli</i> Results (min to max)	Total Coliform Results (min to max)	Number of HPC Samples	Range of HPC Results (min to max)
Raw	52	0 to 12* NDOGT	0 to 485* NDOGT	N/A	N/A
Treated	52	0 to 0	0 to 0	52	<10 to 40
Distribution	104	0 to 0	0 to 0	52	<10 to 70



Maximum Acceptable Concentration (MAC) for *E. coli* = 0 Counts/100 mL

MAC for Total Coliforms = 0 Counts/100 mL

\* EC/TC results for May 23, July 17 and December 4 were reported as NDOGT – no data, overgrown with target organisms

## 7.0 OPERATIONAL TESTING PERFORMED DURING THE REPORTING PERIOD

### Continuous Flow Analyzers in Treatment Process

Parameter	Number of Samples	Range of Results (min to max)	Unit of Measure
Turbidity (Filter 1)	-	-	NTU
Turbidity (Filter 2)	8760	0 to 2	NTU
Free Chlorine	8760	0.96 to 4.13	mg/L

Note: For continuous monitors use 8760 as the number samples for one year.

Filter 1 was not in use in 2017. The Neptune Plant only operates manually.

Effective backwash procedures, including filter to waste are in place to ensure that the effluent turbidity requirements are met all times. Thus, the maximum result of 2 NTU is not representative of the water entering the clearwell.

### Free Chlorine Residual in the Distribution System

Number of Samples	Free Chlorine (min to max)	Unit of Measure	Standard
368	0.25 to 1.69	mg/L	≥ 0.05

Note: Four (4) chlorine residual samples are collected one day and three (3) on a second day of each week. The sample sets must be collected at least 48-hours apart.

### Nitrate & Nitrite at the Water Treatment Plant

Date of Sample	Nitrate Result	Nitrite Result	Unit of Measure	Exceedance
January 9	<0.1	<0.03	mg/L	No
April 18	<0.1	<0.03	mg/L	No
July 10	<0.1	<0.03	mg/L	No
October 10	<0.1	<0.03	mg/L	No

MAC for Nitrate = 10 mg/L

MAC for Nitrite = 1.0 mg/L

### Total Trihalomethane in the Distribution System

Date of Sample	THM Result	Running Average	Unit of Measure	Exceedance
January 9	32.8	53.9	ug/L	No
April 18	22	47.7	ug/L	No
July 10	37.4	42.8	ug/L	No



Date of Sample	THM Result	Running Average	Unit of Measure	Exceedance
October 10	69.3	40.4	ug/L	No

MAC for Trihalomethanes = 100 ug/L (Four Quarter Running Average)

### Total Haloacetic Acids in the Distribution System

Date of Sample	HAA Result	Running Average	Unit of Measure	Exceedance
January 9	26	-	ug/L	NA
April 18	40	-	ug/L	NA
July 10	<8	-	ug/L	NA
October 10	52	31.5	ug/L	NA

MAC for Haloacetic Acids = 80 ug/L (Four Quarter Running Average) – Effective January 2020

### Summary of Most Recent Lead Data

(Applicable to the following drinking water systems; large municipal residential systems, small, municipal residential systems, and non-municipal year-round residential systems)

The Temagami South Drinking Water System qualified for the 'Exemption from Plumbing Sampling' as described in section 15.1-5 (9) and 15.1-5 (10) of Ontario Regulation 170/03. The exemption applies to a drinking water system if; in two consecutive periods at reduced sampling, not more than 10% of all samples from plumbing exceed the maximum allowable concentration of 10 ug/L for lead. As such, the system was required to test for total alkalinity and pH in one distribution sample collected during the period of December 15 to April 15 and one distribution sample collected during the period of June 15 to October 15. This testing is required in every 12-month period with lead testing in every third 12-month period.

### pH & Alkalinity in the Distribution System

Sample Periods	#of Samples	Lead Results ug/L	pH Results	Alkalinity Results (mg/L)
December 15 to April 15	1	-	7.34	114
June 15 to October 15	1	-	7.5	50.1

Sample Dates: April 12 and October 12, 2017

Next round of lead testing scheduled for 2018

### Schedule 23 Inorganic at the Water Treatment Plant

Parameter	Result Value	Unit of Measure	MAC	Exceedance
Antimony	<0.5	ug/L	6	No
Arsenic	<1	ug/L	25	No
Barium	6	ug/L	1000	No
Boron	4.8	ug/L	5000	No



Parameter	Result Value	Unit of Measure	MAC	Exceedance
Cadmium	<0.1	ug/L	5	No
Chromium	<1	ug/L	50	No
Mercury	<0.1	ug/L	1	No
Selenium	<1	ug/L	10	No
Uranium	<1	ug/L	20	No

Sample Date: October 10, 2017

Note: Sample required every 12 months. Next sampling scheduled for October 2018.

#### Schedule 24 Organic at the Water Treatment Plant

Parameter	Result Value	Unit of Measure	MAC	Exceedance
1,1-Dichloroethylene	<0.3	ug/L	14	No
1,2-Dichlorobenzene	<0.2	ug/L	200	No
1,2-Dichloroethane	<0.2	ug/L	5	No
1,4-Dichlorobenzene	<0.3	ug/L	5	No
2,3,4,6-Tetrachlorophenol	<0.3	ug/L	100	No
2,4,6-Trichlorophenol	<0.2	ug/L	5	No
2,4-D	<0.08	ug/L	100	No
2,4-Dichlorophenol	<0.2	ug/L	900	No
Alachlor	<0.2	ug/L	5	No
Atrazine	<0.5	ug/L	No MAC	No
Atrazine + N-dealkylated metabolites	<1	ug/L	5	No
Azinphos-methyl (Guthion)	<0.2	ug/L	20	No
Benzene	<0.5	ug/L	5	No
Benzo(a)pyrene	<0.2	ug/L	0.01	No
Bromoxynil	<0.1	ug/L	5	No
Carbaryl	<0.005	ug/L	90	No
Carbofuran	<0.09	ug/L	90	No
Carbon tetrachloride	<1	ug/L	5	No
Chlorobenzene	<1	ug/L	80	No
Chlorpyrifos (Dursban)	<0.2	ug/L	90	No
Desethyl atrazine	<0.5	ug/L	No MAC	No
Diazinon	<0.2	ug/L	20	No
Dicamba	<0.3	ug/L	120	No
Dichloromethane	<0.2	ug/L	50	No
Diclofop-methyl	<0.08	ug/L	9	No
Dimethoate	<1	ug/L	20	No
Diquat	<0.08	ug/L	70	No
Diuron	<0.2	ug/L	150	No
Glyphosate	<0.6	ug/L	280	No
Malathion	<6	ug/L	190	No
MCPA	0.084	ug/L	100	No
Metolachlor	<20	ug/L	50	No



Parameter	Result Value	Unit of Measure	MAC	Exceedance
Metribuzin (Sencor)	<0.2	ug/L	80	No
Paraquat	<10	ug/L	10	No
Pentachlorophenol	<0.1	ug/L	60	No
Phorate	<0.1	ug/L	2	No
Picloram	<0.3	ug/L	190	No
Prometryne	<0.3	ug/L	1	No
Simazine	<0.1	ug/L	10	No
Terbufos	<0.08	ug/L	1	No
Tetrachloroethylene	<0.06	ug/L	30	No
Total PCBs	<0.2	ug/L	3	No
Triallate	<0.1	ug/L	230	No
Trichloroethylene	<0.3	ug/L	5	No
Trifluralin	<0.06	ug/L	45	No
Vinyl chloride	<0.1	ug/L	1	No

Sample Date: October 10, 2017

Note: Sample required every 12 months. Next sampling scheduled for October 2018.

### Inorganic or Organic Parameter(s) that Exceeded Half the Standard Prescribed in Schedule 2 of Ontario Drinking Water Quality Standards

No inorganic or organic parameter(s) listed in Schedule 23 and 24 of Ontario Regulation 170/03 exceeded half the standard found in Schedule 2 of the Ontario Drinking Water Standard (O. Reg.169/03) during the reporting period.

### Most Recent Sodium at the Water Treatment Plant

Date of Sample	Number of Samples	Result Value	Unit of Measure	MAC	Exceedance
October 10, 2017	1	23.1	mg/L	20	Yes
October 18, 2017	1	19.7	mg/L	20	No

Note: Sample required every 60 months. Next sampling scheduled for October 2022.

Exceedance reported as required by O. Reg. 170/03 (see AWQI 137332).

### Most Recent Fluoride at the Water Treatment Plant

Date of Sample	Number of Samples	Result Value	Unit of Measure	MAC	Exceedance
October 10, 2017	1	0.084	mg/L	1.5	No

Note: Sample required every 60 months. Next sampling scheduled for October 2022.

### Summary of Additional Testing Performed in Accordance with a Legal Instrument



No additional sampling and testing was required for the Temagami South Drinking Water System during the 2017 reporting year.





Temagami South Drinking Water System

Schedule 22

# 2017 SUMMARY REPORT

for MUNICIPALITIES



Schedule 22

## SUMMARY REPORTS for MUNICIPALITIES

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### 1.0 INTRODUCTION

<b>Drinking-Water System Name</b>	<b>TEMAGAMI SOUTH DRINKING WATER SYSTEM</b>
<b>Municipal Drinking Water Licence (MDWL)</b>	201-101 (issued July 25, 2016)
<b>Drinking Water Works Permit (DWWP)</b>	201-201 (issued July 25, 2016)
<b>Permit to Take Water (PTTW)</b>	7317-8PBM2Z (issued December 9, 2011) 4505-AS3NUQ (issued October 26, 2017)
<b>Reporting Period</b>	January 1, 2017 to December 31, 2017

### 2.0 REQUIREMENTS THE SYSTEM FAILED TO MEET

#### Requirement Failure #1 – Turbidity Analyzer not Alarmed

<b>Legislation</b>	<b>O. Reg. 170/03 - subsection 6-5(1) 5 of schedule 6</b>
<b>Requirement(s) the System Failed to Meet</b>	On October 2 the turbidity analyzer malfunctioned (bulb failure) without an alarm being triggered. The alarm feature was not enabled.
<b>Corrective Action</b>	The plant was shut down and the analyzer was immediately repaired and the alarm feature was enabled.
<b>Status</b>	Resolved

#### Requirement Failure #2 – Filter Turbidity not Tested and Recorded

<b>Legislation</b>	<b>. Reg. 170/03 - subsection 6-5(1) 1 of schedule 6</b>
<b>Requirement(s) the System Failed to Meet</b>	On October 2 when the analyzer failed the filter effluent turbidity was not being tested and recorded at the required frequency. The analyzer was stuck at zero for 56 minutes- there was no alarm because it was not enabled.
<b>Corrective Action</b>	The plant was shut down and the analyzer was immediately repaired and the alarm feature was enabled.
<b>Status</b>	Resolved



## Temagami South Drinking Water System – 2017 Annual/Summary Report

### 3.0 SUMMARY OF QUANTITIES & FLOW RATES

The following Water Usage Tables summarize the quantities and flow rates of water taken and produced during the 2017 reporting period, including average monthly volumes, maximum monthly volumes, total monthly volumes and maximum flow rates.

#### 2017 - Monthly Summary of Water Takings from the Source (Lake Temagami)

Governed by Permit to Take Water (PTTW) #7317-8PBM22, issued December 9, 2011 and 4505-AS3NUQ, issued October 26, 2017

Raw Water Usage	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Total Volume (m <sup>3</sup> )	4208	4342	4870	3700	4338	5429	5129	6204	4128	4691	5144	6078	58261
Average Volume (m <sup>3</sup> /day)	150	155	157	128	140	181	165	200	138	151	171	203	162
Maximum Volume (m <sup>3</sup> /day)	217	220	216	165	232	401	213	326	197	273	405	277	405
PTTW - Maximum Allowable Volume (m <sup>3</sup> /day)	1006	1006	1006	1006	1006	1006	1006	1006	1006	1006	1006	1006	1006
Maximum Flow Rate (L/min)	700	706	723	628	642	614	652	643	687	615	641	606	723
PTTW - Maximum Allowable Flow Rate (L/min)	700	700	700	700	700	700	700	700	700	700	700	700	700

#### 2017 - Monthly Summary of Treated Water Supplied to the Distribution System

Governed by Municipal Drinking Water Licence #201-101, issued July 25, 2016

Treated Water Usage	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Total Volume (m <sup>3</sup> )	4452	3865	4657	3603	4148	5156	4867	5784	3928	4484	4832	5742	55518
Average Volume (m <sup>3</sup> /day)	148	149	150	124	134	172	157	187	131	145	161	191	154
Maximum Volume (m <sup>3</sup> /day)	191	211	187	164	172	394	209	318	173	266	344	266	394
MDWL - Rated Capacity (m <sup>3</sup> /day)	950	950	950	950	950	950	950	950	950	950	950	950	950



## Flow Monitoring

Municipal Drinking Water Licence (MDWL) #201-101 requires the owner to install a sufficient number of flow measuring devices to permit the continuous measurement and recording of:

- the flow rate and daily volume of water conveyed from the treatment system to the distribution system, and
- the flow rate and daily volume of water conveyed into the treatment system.

The Temagami South drinking water system has a total of four flow meters as listed in the MDWL; two installed to monitor raw water entering the treatment plant and one installed to monitor treated water entering the distribution system, the fourth one is to measure backwashes. Flow metering devices were calibrated in accordance to manufacturers' specifications on an annual basis and are operating as required.

## Comparison of Summary to the Rated Capacity & Flow Rates Approved in the Systems Approval, Licence and Permit

Temagami South DWS' Permit to Take Water (PTTW) #7317-8PBM2Z issued December 9, 2011 allows the Municipality of Temagami to withdraw water at a maximum flow rate of 700 L/minute and a maximum total daily volume of 1006 m<sup>3</sup>/day from Net Lake. PTTW #4505-AS3NUQ issued October 26, 2017 allows the same amounts. PTTW #4505-AS3NUQ also allows flow rate exceedances to occur during pump start up if they last less than five minutes.

The maximum volume taken was 405m<sup>3</sup>/day and the maximum flow rate was 723 L/minute. The maximum flow rate was exceeded in February and March due to spikes on pump startup which lasted less than 5 minutes.

Schedule C, Section 1.1 of the MDWL requires that the maximum daily volume of treated water that flows to the distribution system shall not exceed 950 m<sup>3</sup>/day. This rate was not exceeded during the reporting period. The maximum recorded volume was 394 m<sup>3</sup>/day which represents approximately 41 % of the rated capacity.

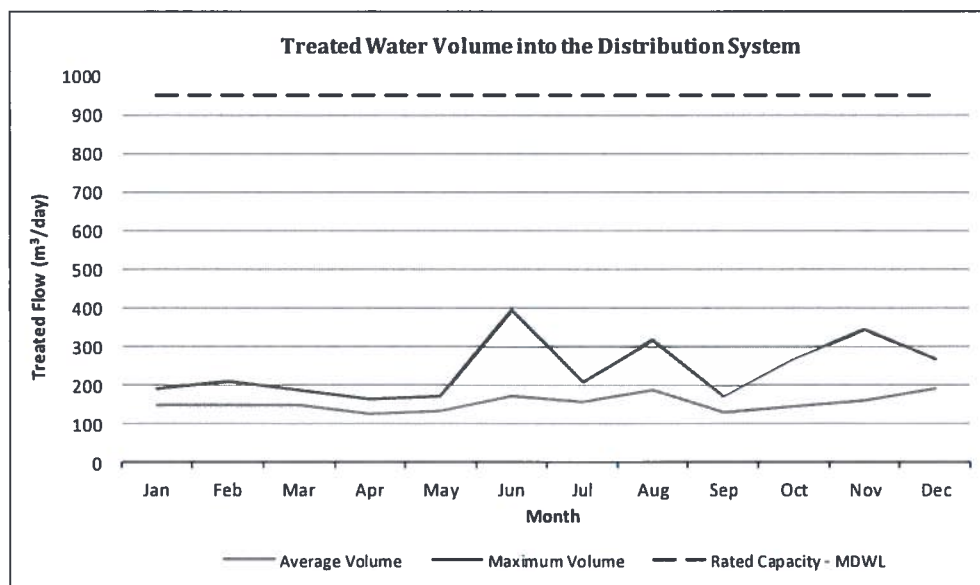
The following table and graph compare the average and maximum flow rates into the distribution system to the approved rated capacity of the system as identified in the MDWL.



# Temagami South Drinking Water System – 2017 Annual/Summary Report

## 2017 - Daily Volume of Treated Water into the Distribution System

Treated Flow	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average Volume (m <sup>3</sup> /day)	148	149	150	124	134	172	157	187	131	145	161	191
Maximum Volume (m <sup>3</sup> /day)	191	211	187	164	172	394	209	318	173	266	344	266
Rated Capacity - MDWL	950	950	950	950	950	950	950	950	950	950	950	950
% Rated Capacity	20	22	20	17	18	41	22	33	18	28	36	28





## Summary of System Performance

The following information is provided to enable the Owner to assess the capability of the system to meet existing and future water usage needs:

Rated Capacity of the Plant (MDWL)	950 m <sup>3</sup> /day	
Average Daily Flow for 2016	154m <sup>3</sup> /day	16% of the rated capacity
Maximum Daily Flow for 2016	394 m <sup>3</sup> /day	41 % of the rated capacity
Total Treated Water Produced in 2017	55518 m <sup>3</sup>	

## 4.0 CONCLUSION

The Temagami South Drinking Water System addressed incidents of non-compliance with the regulatory requirements of the Safe Drinking Water Act and its Regulations and the terms and conditions outlined in its specific approval, drinking water works permit and municipal drinking water licence during the reporting period.

The system was able to operate in accordance with the terms and conditions of the Permit to Take Water and in accordance with the rate capacity of the approval and licence while meeting the community's demand for water use at times other than dates listed in section 2.0.



## Elaine Gunnell

---

**From:** Dan O'Mara <danomar@ontera.net>  
**Sent:** Tuesday, March 6, 2018 1:53 PM  
**To:** Elaine Gunnell; Roxanne St. Germain  
**Subject:** Revised request to Town...FW: Quotation RE: Lake Temagami Permanent Resident Association  
**Attachments:** Quote (Commercial).pdf; quote acceptance form.pdf; 2018A Ling Fling.jpg

Can you forward a request to Council for a \$162.00 donation for the Ling Fling. Proceeds will be used to basically cover Liability Insurance for the event... Proceeds from the Ling Fling go towards the Hatchery. Goal is to raise \$5000. For them this year... Thanks DAN

---

**From:** Hec Lavigne [<mailto:h.lavigne@rivet-insurance.com>]  
**Sent:** Tuesday, March 06, 2018 1:18 PM  
**To:** [danomar@ontera.net](mailto:danomar@ontera.net)  
**Cc:** Carly Strang  
**Subject:** FW: Quotation RE: Lake Temagami Permanent Resident Association

Here you go Dan, not bad considering

---

Hec Lavigne  
**CAIB, Manager**  
Rivet Insurance Brokers  
1145 Cassells St  
North Bay  
ON P1B 4B4

**Tel:** 705-474-4430  
**Fax:** 705-474-5374  
**Email:** [h.lavigne@rivet-insurance.com](mailto:h.lavigne@rivet-insurance.com)  
**Web:** [www.rivet-insurance.com](http://www.rivet-insurance.com)



### Disclaimer:

This message contains confidential information and is intended only for [danomar@ontera.net](mailto:danomar@ontera.net), [c.strang@rivet-insurance.com](mailto:c.strang@rivet-insurance.com). If you are not [danomar@ontera.net](mailto:danomar@ontera.net), [c.strang@rivet-insurance.com](mailto:c.strang@rivet-insurance.com) you should not disseminate, distribute or copy this e-mail. Please notify [h.lavigne@rivet-insurance.com](mailto:h.lavigne@rivet-insurance.com) immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. E-mail transmission cannot be guaranteed to be secure or error-free as information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete, or contain viruses. Hec Lavigne therefore does not accept liability for any errors or omissions in the contents of this message, which arise as a result of e-mail transmission. If verification is required please request a hard-copy version.

 Please consider the environment before printing this email.

---

**From:** Mia Perrin [<mailto:miaperrin@cambrianspecialrisks.com>]  
**Sent:** Tuesday, March 06, 2018 1:12 PM  
**To:** Hec Lavigne  
**Subject:** Quotation RE: Lake Temagami Permanent Resident Association

**RE: Lake Temagami Permanent Resident Association**



Please find attached our quotation for the above.

We have higher Liability limits available if you are interested in a quotation.

If binding is required, please complete and return the items listed on the quotation.

Should you have any questions or concerns, please do not hesitate to call.

Thank you,

Mia Perrin,  
Cambrian Special Risks Insurance Services  
705-673-5000 x 1227 (tel)  
705-673-7116 (fax)  
888-339-6069 (toll free)

*Would you like to subscribe to our E-Flyer? This is a personal newsletter sent directly to you from Cambrian Special Risks keeping you current and informed on all of our products and services. This is not an email received from a third party and we will respond to you directly!*

#### Duty of Disclosure

In addition to providing all basic information necessary to enable us to place the risk, you must ensure that you are complying with your legal duty of disclosure of all material matters relating to the risk. In particular, you must satisfy yourself as to the accuracy and completeness of the information you provide to insurers. In this respect, you must provide all information relating to the risk, whether favourable or not, which would influence the judgment of a prudent insurer in determining whether he will take the risk, and, if so, for what premium and on what terms. If all such information is not disclosed by you, insurers have the right to avoid the contract from its commencement which may lead to claims not being met.

This communication including any supplemental information transmitted with it is intended only for the use of the addressee(s) and is confidential. If you are not an intended recipient or responsible for delivering the message to an intended recipient, any review, disclosure, conversion to hard copy, dissemination, reproduction or other use of any part of this communication is strictly prohibited, as is the taking or omitting of any action in reliance upon this communication. If you receive this communication in error or without authorization please notify us immediately by return e-mail or otherwise and permanently delete the entire communication from any computer, disk drive, or other storage.

### INSURANCE QUOTATION SUMMARY

<b>Quotation Date</b>	Tuesday, March 06, 2018
<b>Insurance Carrier</b>	Echelon Insurance
<b>Quotation is Valid for</b>	60 Days
<b>Client ID</b>	LAKET02
<b>Applicants' Name</b>	Lake Temagami Permanent Resident Association
<b>Mailing Address</b>	Temagami, ON P0H 2H0
<b>Applicants' Business Operations</b>	Frish Fry held at the Lake Temagami Mine Landing, Temagami ON
	Term: March 17th to 18th 2018
<b>Number of Locations Insured</b>	0
<b>Broker</b>	J.G. Rivet Brokers Limited 1145 Cassells St North Bay, ON P1B 4B4
<b>Broker Number</b>	RIVET-3
<b>Total Quoted Premium</b>	\$125
<b>Minimum Retained Premium</b>	\$125
<b>Cambrian Special Risks Insurance Services Total Fees (Non-Refundable)</b>	\$25
<b>Broker's Commission</b>	15%
<b>Total Amount Due</b>	\$150

#### Terms and Conditions:

- Terms and conditions may differ from your submission. Any changes to the limits, coverage or deductibles must be agreed to by the underwriter prior to binding coverage.
- Completed Acceptance of Quote and Conditions form to be completed and returned prior to binding
- Please provide the full mailing address of the Named Insured.

**PREMIUM FINANCING AVAILABLE**  
[www.cambrianspecialrisks.com](http://www.cambrianspecialrisks.com)

### Section 3 - Liability Coverage

Form #	Coverage	Deductible	Type	Limit	Premium
CGL11-004-E	Commercial General Liability (Occurrence Form)				Incl
	Products-Completed Operations Included			\$1,000,000	Incl
	Aggregate Limit - Applies to Products Completed Operations Only			\$1,000,000	Incl
	Each Occurrence Limit			\$1,000,000	Incl
	Tenants Legal Liability Limit - Any One Premises			\$500,000	Incl
	Medical Expense Limit - Any One Person			\$2,500	Incl
	Medical Expense Limit - Any One Accident			\$25,000	Incl
	Personal and Advertising Injury Limit			\$1,000,000	Incl
	Property Damage Deductible - Per Occurrence	\$1,000			Incl
SPF No. 6	Standard Non-Owned Automobile			\$1,000,000	Incl
OEF No. 98B	Reduction of Coverage for Lessees or Drivers of Leased Vehicles Endorsement				Incl
SEF No. 99	Long Term Leased Vehicle Exclusion				Incl
CGL11-006	Cyber/Data Exclusion				Incl
CGL11-009	Forcible Ejection Exclusion				Incl
CGL11-015	Liquor Liability Exclusion				Incl
CGL11-028	Additional Insureds Extension				Incl
CGL11-030-E	Abuse and Molestation Exclusion				Incl
CGL11-039-E	Reimbursement Clause Endorsement				Incl

### Applicable To All Coverages Of This Policy

Form #	Coverage	Form #	Coverage
GEN11-001	Additional Agreements and Conditions		



In 2017 we raised over \$4000 which helped the Hatchery to purchase a new utility trailer and some new hose for their water pumps. 2018 is going to be a very busy season beyond the regular hatchery program. Major work is being planned on two walleye rearing ponds, new water testing equipment is needed, and the holding tanks in the hatchery need to be refurbished. This work is estimated to cost close to \$8000.

**Again, this year we are asking for your support.**

Our goal is \$5000 to help TAFIP attain their goals. We have a number of ways you can donate, come out and make your donation in person and enjoy some fish, fries, beans and hot chocolate or if you can't make it you can e-transfer your donation to danomar@ontario.net or send a cheque payable to TAFIP to Dan O'Mara,

T203-116 Lake Temagami, M1-C12, Temagami Ontario, P0H2H0, 1-705-237-8460.

Donations of \$25 or more can receive a charitable tax receipt if requested.

**See you at the Fling**

**Ministry of Northern Development  
and Mines**

Office of the Minister

99 Wellesley Street West  
Room 5630, Whitney Block  
Toronto ON M7A 1W3  
Tel: 416-327-0633  
Fax: 416-327-0665

**Ministère du Développement du Nord et  
des Mines**

Bureau du ministre

99, rue Wellesley ouest  
Bureau 5630. Édifice Whitney  
Toronto ON M7A 1W3  
Tél. : 416-327-0633  
Télec. : 416-327-0665



**FEB 22 2018**

Her Worship Lorie Hunter  
Mayor  
The Municipality of Temagami  
PO Box 220  
Temagami, ON P0H 2H0

Dear Mayor Hunter:

*Lorie*

It was a pleasure meeting with you and delegates from the Municipality of Temagami at the Rural Ontario Municipal Association (ROMA) Conference on January 22, 2018, in Toronto.

As Minister of Northern Development and Mines, your input and knowledge of Northern Ontario municipal matters are important to me. Certainly, I appreciated having the opportunity to hear your thoughts and concerns regarding the Lake Temagami access road and I understand that you will send follow-up correspondence to my ministry outlining this issue.

Our government is committed to working with municipalities, Indigenous communities, and local industries of the North to take advantage of emerging opportunities for jobs and growth, while addressing the unique challenges facing the North.

I encourage you to work with Ms. Anne Marie LeRoy, Northern Development Advisor, in New Liskeard. Ms. LeRoy would be pleased to assist you with information on the programs of the Northern Ontario Heritage Fund Corporation, as well as other applicable Ontario government programs and initiatives available. She can also help you get in touch with other provincial ministries, as may be required. Ms. LeRoy can be reached by telephone at 705-647-7392, or by email at [anne-marie.leroy@ontario.ca](mailto:anne-marie.leroy@ontario.ca).

Once again, thank you for sharing your thoughts and concerns. It was a pleasure meeting with you at ROMA. Please accept my best wishes.

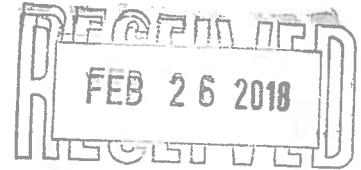
Sincerely,

*Michael Gravelle*

Michael Gravelle  
Minister of Northern Development and Mines

File ☐ Incoming ☐ Other  
Mayor ☐  
Council ☐ I ☐ A  
CAO ☐  
Building ☐  
Finance ☐ S ☐ C  
Ec Dev ☐ S ☐ C  
Parks & Rec ☐ S ☐ C  
Planning ☐ S ☐ C  
Public Wks ☐ S ☐ C  
PPP ☐  
Social Services ☐  
☐ \_\_\_\_\_

MNDM4676MC-2018-34





**Sylvia Jones, MPP**  
Dufferin-Caledon

February 8<sup>th</sup>, 2018

Hon. Chris Ballard  
Ministry of Environment and Climate Change  
11<sup>th</sup> Floor, Ferguson Block  
77 Wellesley Street West  
Toronto, Ontario M7A 2T5

Dear Minister Ballard,

I want to draw your attention to the work of your colleague, the Minister of Infrastructure. I trust you are aware the newly released requirements for asset management plans for municipal infrastructure include a variety of measures on wastewater assets.

These include the frequency and volume of overflows in combined sewers, and a “description of the effluent that is discharged from sewage treatment plants in the municipal wastewater system.”

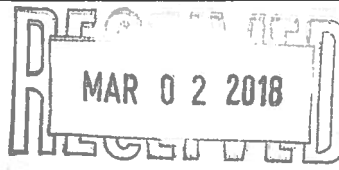
Municipalities are already required to send notice to the Ministry of Environment regional offices. It seems redundant for municipalities to be required to report the same information to the Ministry of Infrastructure. The government already has this information.

Municipalities are already burdened by red tape and there is concern among smaller municipalities about their ability to comply with the new asset management plans. I encourage you to reduce the burden on municipalities by sharing the information you already have on sewage bypasses with the Ministry of Infrastructure.

Sincerely,

Sylvia Jones, MPP  
Dufferin-Caledon

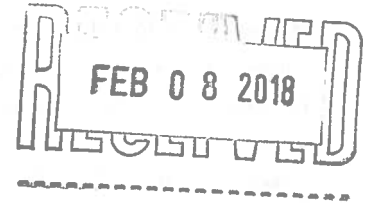
Cc: Hon. Bob Chiarelli, Minister of Infrastructure  
Cc: Progressive Conservative Municipal Affairs Critic, Ernie Hardeman



File ☐ Incoming ☐ Other  
Mayor ☐  
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Finance ☐ S ☐ C  
Ec Dev ☐ S ☐ C  
Parks & Rec ☐ S ☐ C  
Planning ☐ S ☐ C  
Public Wks ☐ S ☐ C  
PPP ☐  
Social Services ☐  
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Room 443, Legislative Building  
Toronto, Ontario M7A1A8  
Tel: 416-325-1898  
Fax: 416-325-1936  
E-Mail: sylvia.jonesla@pc.ola.org

**From:** Lorie Hunter  
**Sent:** Thursday, February 8, 2018 4:46 PM  
**To:** Elaine Gunnell; Roxanne St. Germain  
**Subject:** Fwd: Fisheries resolution by council  
**Attachments:** fmz-11-lake-trout-fs\_eng-adjusted (1).pdf; ATT00001.htm



For incoming.

Lorie Hunter  
Mayor  
The Corporation of the Municipality of Temagami  
705-569-3421 ext 212  
705-948-1000 cell

File ☒ Incoming ☐ Other  
Mayor ☐  
Council ☒ ☒ ☒  
CAO ☐  
Building ☐  
Finance ☐ S ☐ C  
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Public Wks ☐ S ☐ C  
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Social Services ☐  
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Begin forwarded message:

**From:** Chuck Mccruiden <[mccruidengeorge@gmail.com](mailto:mccruidengeorge@gmail.com)>  
**Date:** February 8, 2018 at 9:51:35 AM EST  
**To:** [mayor@temagami.ca](mailto:mayor@temagami.ca)  
**Subject:** Fisheries resolution by council

As a seasonal resident of Temagami, an angler, a biologist and a parent I value highly my experiences in the Municipality. In addition I also participate on the FMZ 11 advisory council.

I value the businesses that rely on the natural resources of the area to make them viable, not only the consumptive ones but the ancillary service ones that are indirectly benefactors of the Temagami natural resources.

It is with more than a little dismay that I learned that municipal council, at the August 31st 2017 council meeting, endorsed a fisheries proposal that was at best incomplete in its assessment of risk to the resource.

I am sure you agree it is incumbent on council to research to some degree any and all proposals for support that come forward to council.

This is doubly true in the case of natural resource issues where it might appear council errs on the side of consumption advocates. In the case of the fisheries proposal there was no discussion of existing resource health nor the need to recover these populations rather than expose them to increased harvest.

The Municipality of Temagami lies entirely within Fisheries Management Zone 11, a zone where only 1 in 3 lakes (28%) of natural lake trout lakes were considered healthy in 2006 when the present stopgap lake trout regulations were formulated.

Lake trout status has not changed for the better since 2006 based on BsM assessments although at the time the 2006 regs were considered interim in nature.

The FMZ 11 advisory council and MNRF are working toward a recovery of the natural lake trout resource that cannot resemble the proposal municipal endorsed in August of 2017.

The FMZ 11 advisory council and FMZ 11 planning team are sensitive to socio-economics of tourism. The advisory council recognizes that the resource on which that business purports to depend must be healthy and resilient in order to provide that benefit.

In each species component within the planning process there have been 4 objectives that the advisory council has spent considerable time developing: 1) Population Objective 2) Aquatic Ecosystem Objective 3) Socio-Economic Objective and finally 4) Education Objective.

I have attached a Lake trout Fact sheet prepared early in the FMZ 11 planning process that details the status of lake trout in NE Ontario and in FMZ 11. In both the region and Zone 11 the status of the natural lake trout resource is problematic. This fact sheet was placed on the Temagami Stewardship Website some time ago and is still available on that site. It may or may not be on the TLA website.

It is not my intention to pit cottager against local angler or tourism operator. I believe I have friends amongst the tourism community and within town that I have fostered over the past 27 years. We do not always agree on every issue however I know that we are all passionate about the resource.

I appreciate your consideration on this issue. I might suggest you follow up on this matter with Jim Vance -co chair of the FMZ 11 advisory council and property owner on Rabbit lake and with Derrick Romain of MNR if you require more information the advisory council.

I also welcome a discussion of this issue with you.

Chuck McCrudden  
705-474-4456



## FACT SHEET: Lake Trout in Fisheries Management Zone 11

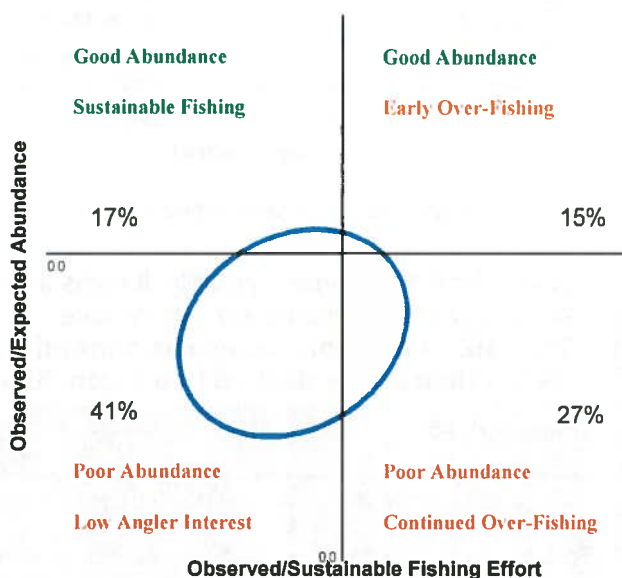
This fact sheet for lake trout in Fisheries Management Zone (FMZ) 11 is based on the the report, *Status of Lake Trout Populations in Northeastern Ontario (2000-2005)* (Selinger et al., 2006) and on other recent assessments.

### STATUS OF THE RESOURCE



In the Northeast region, lake trout fisheries were in poor condition overall. For example, only 32% of the 130 lakes sampled had healthy numbers of lake trout. Of these lakes with healthy populations, only 1/2 of them (or 17% of the lakes overall) were being fished at sustainable levels (Figure 1).

Lake trout fisheries in FMZ 11 were no different

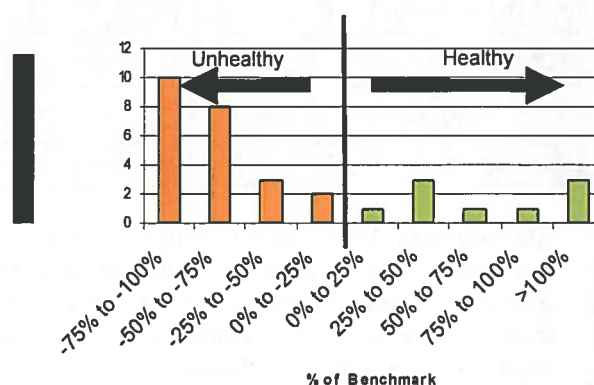


**Figure 1:** The state of lake trout fisheries in Northeastern Ontario (Selinger et al. 2006). The condition of FMZ 11 lake trout fisheries was not substantially different from those in the rest of the region as a whole.

than the rest of the region. Only 28% of FMZ 11 lakes have healthy populations, and of those, less than half of them (13%) were being fished at a sustainable level.

Further analysis shows that the vast majority of populations were at abundances less than 50% of what could be considered healthy (Figure 2). In fact, many of the populations were 75% below a healthy level.

### STRESSORS ON LAKE TROUT



**Figure 2:** Graph of the number of lake trout populations sampled in FMZ 11 as a percentage of their respective healthy abundance benchmark.

The lake trout is a sensitive species that requires clean, cold, well oxygenated water. They lay few eggs, relative to other species, and are generally older to mature (see Lake Trout Biology section).

The main stressors on lake trout are:

- **Harvest** - lake trout populations can only sustain small amounts of angling pressure. In most cases, lakes can not sustain harvests of more than 0.75kg per hectare per year.
- **Introduced species** - it is illegal to move species such as smallmouth bass, walleye or rock bass into lake trout lakes. Such movements permanently damage populations.
- **Acidification** - lake trout eggs can not survive in acidic waters (pH below 5.5). Reduced acid emissions are reducing this problem slowly.
- **Water levels** - lake trout eggs incubate in inshore areas during the winter months. Draw downs during these times may de-water eggs, killing them.

### STRESSORS IN FMZ 11

Most of the lakes in FMZ 11 that were acidified are recovering on their own (passive restoration). Only a small percentage of lakes are affected by water level fluctuations. Angling occurs on 98% of the lake trout lakes in FMZ 11, representing 90% of the available lake trout water by surface area.

#### COMPARISON TO REFERENCE LAKES

Stressor	% of Surface Area	% of Number of Lakes
Acidification – not restored	4 %	6 %
Acidified - showing passive restoration	24 %	13 %
Water level fluctuations (man made dams)	27 %	9 %
Angling pressure	90 %	98 %

Six reference lakes were surveyed in the northeast region. These reference lakes were either extremely remote and fished at very low levels, or were long term fish sanctuaries (more than 10 years without fishing).

Fish densities in the reference lakes were almost triple the regional average. In addition, populations in the reference lakes contained a greater proportion of mature female lake trout. The average age of lake trout in the reference lakes was about twice that of the regional average (12.7 versus 6.1 years). The table below shows other comparisons of lake trout size, etc., between regional lakes and reference lakes.

Cette publication spécialisée n'est disponible qu'en anglais.

#### LAKE TROUT BIOLOGICAL INFORMATION

State Indicator	Regional Lakes	Reference Lakes
Adult Abundance as % of MSY Benchmark	77%	124%
Female Length @ 50% Maturity	40.2 cm	38.6 cm
Overall Lake Trout Density	6.27 /ha	17.7 /ha
Mature female Lake Trout Density	1.2 /ha	5.7 /ha
Average Age	6.1 years	12.7 years
Average Age of Mature Females	9.3 years	15 years
Percent of Population as Mature Females	19%	32%
Average Total Length	36.9 cm	48.8 cm
Average Total Length of Mature Females	47.0 cm	54.1 cm

The growth of lake trout in FMZ 11 is highly variable, and is typically determined by the type of forage available in a given lake. For instance, when few fish are available to eat, lake trout will consume mostly freshwater shrimp (Mysis) and other invertebrates. Lake trout in these lakes typically grow slowly and do not reach large sizes. In contrast, in large lakes where there are cisco (lake herring), smelt, or other abundant fish to eat, lake trout can grow to very large sizes. Figure 3 shows the average, minimum and maximum size lake trout achieve at a given age in FMZ 11.

The following table shows how large and how old female lake trout are, in FMZ 11, when they

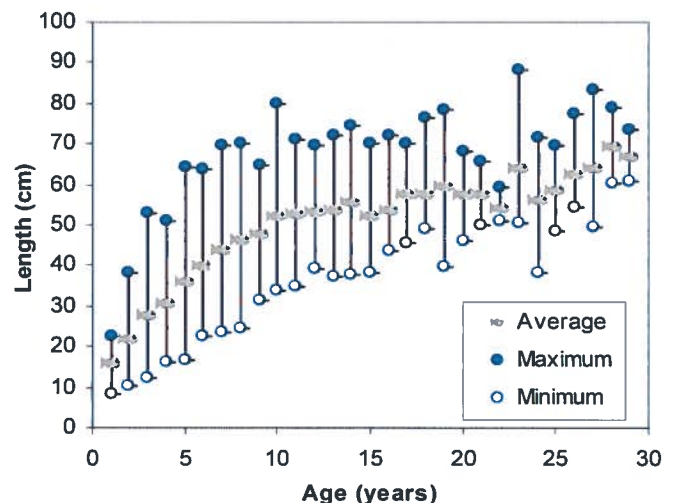


Figure 3: Lake trout growth in FMZ 11

spawn for the first time. Typically, it takes a female about 7 years to become sexually mature.

**The FMZ 11 Advisory Council is currently deliberating on the desired future condition of**

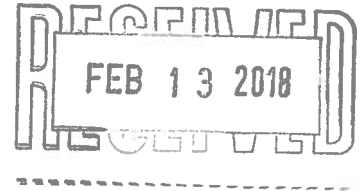
Characteristic	Min	Avg	Max
Female age-at-maturity	3 years	7 years	11 years
Female length-at-maturity	30 cm	40 cm	54 cm

**lake trout over the next 20 years.**

**If you have any questions, please contact:**  
**Chuck McCrudden, Lead FMZ 11 Biologist**  
**705-475-5522 or [chuck.mccrudden@ontario.ca](mailto:chuck.mccrudden@ontario.ca)**

11461

**From:** FONOM Office/ Bureau de FONOM <fonom.info@gmail.com>  
**Sent:** Tuesday, February 13, 2018 2:33 PM  
**Subject:** 2018: Winter Newsletter  
**Attachments:** Winter Newsletter 2018.pdf; Winter Newsletter 2018\_FR.pdf



Good afternoon,

Please find attached FONOM's Winter Newsletter for your reading pleasure.

Thank you,  
Katelyn

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

*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*



The Federation of Northern Ontario Municipalities

## Winter Newsletter 2018

**FONOM Membership Fees** – 2018-2019 membership invoices were sent out in December for the upcoming fiscal year. Thank you to those that have already paid their membership fees. The deadline to ensure your municipality remains in good standings is March 31, 2018. We appreciate the continued support of our membership!

**ROMA Conference** – The FONOM Board attended the 2018 ROMA Conference in Toronto and held meetings with the Premier and members of her Cabinet including; Hon. Bill Mauro, Minister of Municipal Affairs; Hon. Glenn Thibeault, Minister of Energy; Hon. Kathryn McGarry, Minister of Transportation; Hon. Michael Gravelle, Minister of Northern Development and Mines; Sue Wong, Parliamentary Assistant to the Minister of Community Safety and Correctional Services; and Joe Dickson, Parliamentary Assistant to the Minister of Natural Resources and Forestry. The FONOM Board also met with the NDP and PC Caucuses.

A number of issues were addressed including railway rights-of-way property taxation, opposition to the fire-medical proposal, concerns over the regionalization of public health units and high electricity costs for municipalities, among other issues. FONOM will continue to hold the parties on any commitments that were made.

**FONOM/MMA Northeastern Municipal Conference** – Planning is underway for the upcoming annual conference taking place May 9, 10 and 11 in partnership with the Ministry of Municipal Affairs and the host community of Parry Sound. The theme of this year's conference is *Leading the Way Through Innovation* and the keynote speaker is Ken Coates, a leading thinker on Canada's future and Canada's Research Chair in Regional Innovation. Registration for delegates, exhibitors and sponsors is now open. Please visit [www.parrysound.ca/fonom-mma](http://www.parrysound.ca/fonom-mma) to register and for further information.





The Federation of Northern Ontario Municipalities

**Meeting of the Board of Directors' held December 12, 2017** – The FONOM Board of Directors' discussed a number of ongoing activities and issues.

- Exemptions made under Bill 148, Fair Workplaces, Better Jobs Act for municipalities was highlighted. This included equal pay provisions for firefighters, outlined in section 9.1 of O. Reg. 285/01.
- A motion was supported requesting amendments be made to the Long-Term Care Homes Act that would enable each District Home to raise a mortgage should the Board of Management determine it would be in the best interest of the District Home.
- Passed a motion to remove the requirement of candidates running for municipal office to obtain the signatures of 25 voters in municipalities with less than 4,000 electors as outlined in O. Reg. 101/97. While FONOM appreciated the changes to recognize the challenges in small communities, we believe the requirement should be removed altogether.
- Supported a motion on Zero-Tolerance Against Racism.

**Meeting of the Board of Directors' held on January 12, 2018** – The FONOM Board of Directors' January meeting focused on upcoming events and priorities that FONOM will be addressing in the coming year.

- The Board passed a motion to support the Community Futures Development Corporations (CFDCs) request for enhanced funding.
- The Board discussed the upcoming 2018 Budget Consultations submission and presentation to the Standing Committee on Finance and Economic Affairs.
- The Board also discussed the upcoming provincial election. FONOM has sent a letter to the three main political parties requesting their platforms for Northern Ontario. To date, FONOM has yet to receive a response from the Liberal Party and the New Democratic Party.

**2018 Ontario Budget Consultations** – FONOM President, Mayor Al Spacek, presented to the Standing Committee on Finance and Economic Affairs and addressed a number of issues such as, the need to address the infrastructure deficit by increasing the HST by 1% that would be dedicated to municipal infrastructure. Bill 175, Safer Ontario Act was raised and FONOM highlighted that not enough action was taken in the legislation to reduce rising costs of policing as well as concerns with the implementation of several new requirements such as mandatory Community Safety and Well Being plans. FONOM also requested the appropriate resources to address the legalization of cannabis, addressed



The Federation of Northern Ontario Municipalities

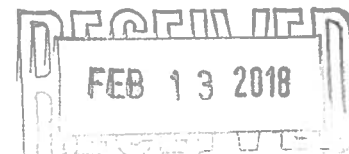
high electricity costs to operate municipal facilities, and cost implications of a fire-medical model, among others.

**Endangered Species Act** – FONOM along with our partners continue to make efforts with the government on Endangered Species legislation. The government has committed to ensuring that a stakeholder panel will be developed to carefully review policy and legislation to ensure it works for all involved. FONOM will continue to monitor and keep our membership up to date.

**Next FONOM Board Meeting** -The next meeting of the Board of Directors will take place on March 16, 2018.

11462

**From:** FONOM Office/ Bureau de FONOM <fonom.info@gmail.com>  
**Sent:** Tuesday, February 13, 2018 3:05 PM  
**Subject:** Amendments: Ontario Municipal Elections Act  
**Attachments:** Municipal Elections Act\_Amendments Ontario Reg101.pdf



Good afternoon,

Attached you will find an information brief pertaining to the amendments made to the Ontario Municipal Elections Act while preparing for the 2018 Municipal Elections.

Kind Regards,  
Katelyn

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

File ☒ Incoming ☐ Other  
Mayor ☐  
Council ☒ ~~CA~~ ☐  
CAO ☐  
Building ☐  
Finance ☐ S ☐ C  
Ec Dev ☐ S ☐ C  
Parks & Rec ☐ S ☐ C  
Planning ☐ S ☐ C  
Public Wks ☐ S ☐ C  
PPP ☐  
Social Services ☐  
*A. Clark*  
☐

**Amendments to Ontario Regulations 101/97 Effective April 1<sup>st</sup> 2018**  
**Municipal Elections Act, 1996**

**Nominations**

- Nominations will be accepted beginning on May 1<sup>st</sup>, 2018, until 2:00 pm on July 27<sup>th</sup>, 2018.
- Candidates must supply proof of endorsement from 25 electors at the time of submitting their nominations to be a candidate in the election, **with the exception** of communities below 4,000 electors.\*

**Campaign Finance**

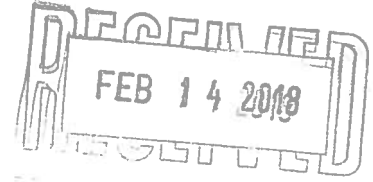
- Corporation and trade unions are no longer permitted to make contributions to municipal elections campaigns; however, individuals, corporations, and trade unions may register as Third Party Advertisers during the campaign period in order to collect contributions and make expenditures in support of or in opposition to a candidate.
- Third party advertisers have a general spending limit and separately, another limit for expenses related to parties and expressions of appreciation after voting. The formula to determine your general spending limit is as follows: \$5,000 + \$0.05 per elector, to a maximum of \$25,000. The spending limit to expenses related to parties and expressions of appreciation is determined by 10% of your general spending limit.

*\*As proposed by amendments to Ontario Regulation 101/97 to prepare for the 2018 municipal election: <http://www.ontariocanada.com/registry/view.do?postingId=25386&language=en>*



11464

**From:** info@temagamimarine.com  
**Sent:** Wednesday, February 14, 2018 10:53 AM  
**To:** Roxanne St. Germain  
**Subject:** FW: Snowmobile trails



Roxanne

Please submit letter to council as information only. Copy has been sent to W. Ramsay on behalf of the snowmobile club.

Thank you  
Jim Krech

File Copying Done  
Mayor ☐  
Council ☒ ☐  
CAO ☐  
Building ☐  
Finance ☐ S ☐ C  
Ec Dev ☐ S ☐ C  
Parks & Rec ☐ S ☐ C  
Planning ☐ S ☐ C  
Public Wks ☐ S ☐ C  
PPP ☐  
Social Services ☐  
☐ \_\_\_\_\_  
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-----Original Message-----

**From:** info@temagamimarine.com [mailto:info@temagamimarine.com]  
**Sent:** February 14, 2018 10:30 AM  
**To:** 'Bill Ramsay' <wramsay@ramsaylaw.ca>  
**Cc:** 'jimkrech@gmail.com' <jimkrech@gmail.com>  
**Subject:** Snowmobile trails

Good morning Bill

This note is to raise a concern on grooming the shoulder of Fox Run on Cassels Lake between the public access and the marked trail on Net Creek Road.

With the groomer running down the side of the road and grooming the shoulder of the north side of the road. This is causing a hazard with vehicles. I know the idea is to allow both vehicles and snowmobiles a safe route.

My fears of this is happening and that is due to no separation of road and trail it is confusing to motorists. This morning I noticed in two places that a vehicle has in fact drove onto the groomed area and almost sunk into the deep ditch.

Could you please advise your groomer operator(s) to refrain from grooming the shoulders of the road unless there are markers placed showing motorists where the shoulder is and where the trail is.

I am also sending a copy of this letter to the municipality so this concern is also brought to their attention.

I'm sorry for this note Bill but I'm just trying to avoid future complications.

Jim Krech

Sent from my iPhone

**From:** FedNor Outreach / Sensibilisation communautaire FedNor (IC) <ic.fednoroutreach-sensibilisationcommunautairefednor.ic@canada.ca>  
**Sent:** Friday, January 26, 2018 10:41 AM  
**To:** Roxanne St. Germain  
**Subject:** Prosperity and Growth Strategy for Northern Ontario – Results of our engagement efforts / Stratégie pour la prospérité et la croissance du Nord de l'Ontario – Résultats de nos efforts IC:00082001265

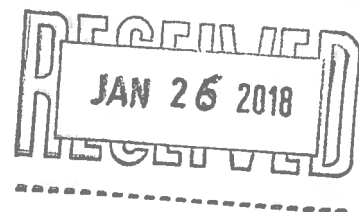
Dear Stakeholder:

I am pleased to announce that the report on our engagement efforts related to the development of the Prosperity and Growth Strategy for Northern Ontario is now available for you to review online. What We Heard provides an overview of our engagement activities over a six-month period and summarizes the themes and essential elements of the feedback we collected. I wish to thank all those who gave generously of their time, knowledge and expertise to ensure that our efforts to develop a federal economic strategy for the region truly reflect the needs and priorities of Northern Ontario residents, communities and businesses.

[fednor.gc.ca/eic/site/fednor-fednor.nsf/eng/fn04500.html](http://fednor.gc.ca/eic/site/fednor-fednor.nsf/eng/fn04500.html)  
 I invite you to share this link with your members, community and business partners.

Sincerely,

Aime J. Dimatteo  
 Director General  
 FedNor



Madame/Monsieur,

Je suis heureux de vous annoncer que le rapport sur nos efforts de mobilisation relatifs à l'élaboration de la Stratégie pour la prospérité et la croissance du Nord de l'Ontario est maintenant accessible en ligne. Ce que nous avons entendu donne un aperçu des activités de mobilisation que nous avons réalisées sur une période de six mois, et il résume les thèmes et les éléments essentiels des commentaires que nous avons reçus. Je souhaite remercier tous ceux qui ont généreusement fait don de leur temps, de leurs connaissances et de leur expertise pour s'assurer que nos efforts visant à établir une stratégie fédérale en matière d'économie pour la région reflètent véritablement les besoins et les priorités des habitants, des communautés et des entreprises du Nord de l'Ontario.

Je vous invite à transmettre le lien ci-dessus à vos membres ainsi qu'à vos partenaires communautaires et commerciaux.

Veuillez agréer, Madame/Monsieur, mes salutations distinguées.

Aime J. Dimatteo  
 Directeur général  
 FedNor

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



## What we heard

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## Introduction

Canada's inclusive Innovation and Skills Plan, announced as part of Budget 2017, aims to build our nation as a world-leading innovation economy that will create jobs and grow the middle class. In April 2017, the Honourable Navdeep Bains asked FedNor to develop an economic development strategy to ensure that Northern Ontario can benefit fully from the Innovations and Skills Plan while addressing the specific needs and issues important to local residents, communities and businesses. In addition, this strategy will be in line with a range of federal and provincial government priorities including supporting a strong middle class, sustainable infrastructure, jobs and innovation, export and investment and inclusiveness.

The Prosperity and Growth Strategy for Northern Ontario (PGSNO) will be the region's very own roadmap to economic development and success. It will highlight the economic growth opportunities as well as the efforts required to diversify Northern Ontario communities. To help prepare this strategy, FedNor undertook a series of extensive engagement activities from June to November 2017 which included roundtables, meetings and online tools aimed at reaching stakeholders from every corner of the region. Participants contributed both knowledge and expertise that is vital to helping develop a truly unique and strategic approach to grow the region's economy.

The following report provides a comprehensive overview of what FedNor heard during its engagement efforts. It summarizes the broad range of views, considerations and recommendations participants brought forward, and it outlines some of the major themes that emerged. This information will be invaluable in guiding future Government of Canada investments and activities in the region.

FedNor wishes to thank all those who took part in its engagement activities and gave generously of their time and expertise, and applauds their commitment to the prosperity and growth of Northern Ontario.

---

## Executive summary

As we listened to your observations and ideas, we heard a range of comments, such as access to resources to be competitive, infrastructure, broadband, transportation or housing, which in some cases are preventing many communities from becoming more innovative. Furthermore, issues relating to the shortage of skilled resources and the scarcity of local training opportunities continue to hamper prosperity.

You have also indicated that the cost of living and doing business in Northern Ontario is high and the lack of diversity in many communities makes them highly susceptible to the effects of resource industry' boom and bust cycles. Finally, we heard the importance of considering the individual characteristics and challenges of the various communities across the north. A 'one size fits all' approach to regional economic development in Northern Ontario will not optimize prosperity and growth opportunities. This is a key consideration in developing a strategy that is unique to Northern Ontario.

More specifically, you reconfirmed the need to:

- Build economically sustainable communities that can compete in attracting and accommodating new business investment, labour, and professional/technical talent.
- Promote skills development as well as attract and retain employees, professional and technical talent and entrepreneurs to Northern Ontario.
- Support the retention and growth of existing businesses and the creation of successful new businesses.
- Level the playing field and manage risks associated with the adoption of new technologies, innovation and clean technologies in urban and rural areas.

In speaking with stakeholders across the region, 12 common areas of action began to emerge. The 12 areas of action, summarized below, will inform the development of the PGSNO. As we work to implement these ideas in the months to come, let's work together to foster innovation, create more opportunities for collaboration and drive prosperity and growth in Northern Ontario.

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### Twelve areas of action

1. Infrastructure (broadband; transportation; and, energy)
2. Diversification and self-sufficiency
3. Northern image
4. Rural and remote communities
5. Timely and effective support
6. Shortage of human resources
7. Indigenous participation
8. Building on regional strengths
9. Business supports
10. Indigenous enterprises
11. Technology adoption
12. Access to support for innovation

Over the past 6 months, we have had the privilege of interacting with a wide range of Northern Ontario stakeholders across the region to discuss the PGSNO Framework and to hear their thoughts and ideas on how to ensure a strong, diversified, prosperous and growing economy for Northern Ontario.

Engagement efforts began in June 2017 and included an online questionnaire, 33 roundtable discussions and 12 formal presentations. FedNor also received written submissions in response to the PGSNO Framework.

During the engagement period, we heard feedback from key stakeholders such as: community and Indigenous leaders; representatives from different segments of the population including Francophones, youth and women; economic development organizations; private sector and industry representatives; innovation centres; post-secondary institutions; and, federal and provincial government departments.

### Engagement snapshot

<b>600+</b>	<b>33</b>	<b>12</b>	<b>435+</b>
Questionnaire respondents	Roundtables	Presentations	Roundtable participants

---

## Online Questionnaire

In total, we received over 600 responses to the online questionnaire from respondents across the region that represented several types of communities and organizations including a particularly strong representation of private sector businesses and municipalities.

## In-Person Engagement

The in-person engagement activities also reached a broad cross-section of individuals in communities across the region. Discussions ranged on a variety of topics including innovation, technology, health, education, training, youth, business and entrepreneurship and community needs.

# What Northern Ontarians told us

Throughout the engagement period, Northern Ontarians have emphasised a desire for increased collaboration among individuals, businesses, communities, organizations and various levels of government to address regional community and business needs. More specifically, participants stated the need for a more collaborative and open process that would allow them to share their ideas and best practices; combine resources and join forces towards building a stronger and more diversified Northern Ontario.

## What we heard- Communities

**Identify ways to build economically sustainable communities that can compete in attracting and accommodating new business investment, labour, and professional/technical talent.**

### Infrastructure:

Repeatedly, Northern Ontarians expressed their widespread concern regarding the quality, and in some instances, the lack of infrastructure in some parts of the region. Northern Ontarians see potential in regional infrastructure projects, such as roads leading to the Ring of Fire or infrastructure relating to the National Mid Canada Corridor, were seen as having transformative potential.

### Broadband:

Access to broadband was brought up repeatedly as a missing link to business opportunities, personal and corporate communications and professional advancement. Additionally, stakeholders stated that having access to reliable internet could enable more Northern Ontarians to access basic services such as education, training and health, without having to leave their communities. The absence of broadband was also identified as a key factor preventing isolated communities from having access to the rest of the region and the world. Overall, we were told that the ability to use a safe, secure, affordable and quality internet connection is a prerequisite to significant economic development.



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### Transportation:

During our engagement, we also heard stakeholders voice their concerns regarding the need to improve the existing transportation infrastructure in many rural communities across the north. Various transportation issues such as the impact of climate change on winter roads as well as expensive and oftentimes unreliable transportation systems prevent many residents from accessing basic necessities. Furthermore, business leaders described how an inadequate transportation system in some parts of the region significantly impacts their ability to move their products to market, resulting in a barrier to growth. Rail, air and road access was repeatedly mentioned as a prerequisite for a more connected Northern Ontario.

### Energy:

Representatives from First Nations and small communities situated along the southern border of the Far North, voiced strong support for connecting remote First Nations communities to provincial road and energy transmission corridors. Stakeholders expressed concern about climate change and its impact on winter road access, especially considering 25 Indigenous northern communities are diesel dependent. . In addition, to reducing Greenhouse Gas emissions, reducing diesel dependency by connecting communities to the transmission corridor is essential to accommodate more housing units, commercial buildings and business operations. The construction of and access to the grid is also expected to generate new employment and business opportunities for communities and businesses, specifically owning and operating new energy generation projects including transmission corridors (Wataynikaneyap Power, Supercom Industries), micro-grids, run-of-the-river/hydro and biomass cogeneration.

### **Diversification and self-sufficiency:**

During our engagement, we heard stakeholders associate a diversified economy with a strong economy. More specifically, we heard about single industry towns that are struggling to create growth opportunities and employment. Add to this a growing trend to urbanization and they find themselves even more at risk. Some fear that without a properly executed transition and diversification strategy, many of these communities may cease to exist. As a result, many respondents emphasised the need for these communities to focus on emerging sectors and the tourism industry to help them diversify their employment and economic base beyond resource extraction and processing. For Indigenous Peoples, community diversification was synonymous with self-determination and the ability for their communities to gain more control.

### **Northern image:**

We heard about challenges and change but we also heard about choosing to live in Northern Ontario and the appeal of its unique lifestyle advantages. In comparison to large urban centres, housing in Northern Ontario is more affordable, work commutes are shorter, a variety of outdoor activities are available and there is an abundance of clean water and fresh air. Many stakeholders identified the need for all levels of government to promote a positive image of Northern Ontario to target and attract businesses and individuals who place a greater importance on shared lifestyle choices.

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### Rural and remote communities:

There is a perception that while the larger cities in Northern Ontario have reasonable infrastructure, amenities, services and opportunities for businesses to grow, smaller communities in Northern Ontario continue to experience a decline in infrastructure and services including, transportation, health care, available housing, broadband and education. Without the basic infrastructure, such as housing, it remains difficult to attract and retain people to these more rural and remote communities, let alone actively participate in an innovative economy.

### Timely and effective support:

A number of stakeholders identified the high level of administration in the application process along with the lack of coordination between governments as a deterrent to applying for, and benefiting from, available government programs. The problems mentioned include: the amount of paperwork involved in completing an application, not having the time or expertise to complete the application process, insufficient knowledge on the availability of government programs or where to find them as well as the lack of flexibility in program parameters. Some stakeholders expressed an interest in having funds flow directly to municipalities so that they can decide what their priorities are. Also, stakeholders noted that the government needs to take some of the risk when providing assistance and that its risk threshold was too low. Stakeholders also noted that funding should be extended over a longer period when dealing with longer-term projects.

*“A connected North is a strong North; One that can rely on inter-community support and discussion when making decisions, and ensuring equal opportunity for population retention, employment opportunities, education, health and new initiatives through the availability of a modern technology network.”*

## What we heard- People

Identify ways to promote skills development as well as attract and retain employees, professional and technical talent and entrepreneurs to Northern Ontario.

### Shortage of human resources:

During our engagement, we heard that human resource shortages are negatively impacting business operations and community development. The distance between most Northern Ontario communities and larger markets creates additional barriers to attracting workers to the region. More specifically, stakeholders told us that municipalities and businesses need to have the resources to retain and attract new talent, but that they cannot do this alone. The key to success, they said, is through joint efforts to ensure that residents in the North have access to good postsecondary education, training opportunities and entrepreneurial support.

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#### Attracting talent and entrepreneurs to the region:

Stakeholders were clear on the importance of attracting both talent and entrepreneurs, including their families, to the region. Suggestions included initiatives to better promote the region, both within Canada and abroad, as a great place to live, work and do business. They also reiterated that the presence of proper physical and social infrastructure, including access to broadband, health care, housing, education as well as artistic and cultural amenities, is a precursor to attracting workers and businesses.

Some stakeholders also suggested that incentives, including increased wages, housing or the promise of reasonably priced farm land, to individuals moving to the region should be considered as a recruitment strategy for the north. The incentive model used by the Northern Ontario School of Medicine (NOSM) to recruit physicians to the region, which includes paid tuition in exchange for years of service in northern communities, was often cited as a successful recruitment example.

On immigration policies, we were told that there is a need to revisit existing regulations and timelines to ensure that a more consistent proportion of immigrants to Canada are encouraged to come to Northern Ontario. Examples of successful immigration programs were provided including the Immigration Portal on the east coast.

#### Development and retention:

The lack of access to education and training in smaller and rural communities was a common concern raised by stakeholders during the engagement period. Respondents cited the high costs of having residents leave their communities for educational purposes and how this can be detrimental to long term economic growth. Therefore, having access to local training opportunities, either in a physical or virtual classroom setting, could go a long way in helping to retain youth and the working age population. Stakeholders suggested, among other things, that local targeted educational offerings be made available in fields where there are current or future shortages, such as trades. For example, specific initiatives could include providing local training opportunities in specific trade-related fields in Northern communities as well as increased promotion of trades as a viable career option in high schools across the north. Proper implementation would require close collaboration with all education institutions, workforce planning boards and the private sector as well as the presence of appropriate broadband infrastructure.

#### Promoting entrepreneurship:

Entrepreneurship was raised during the engagement period as an essential element to growth, as well as a necessary business succession tool, given the increasing number of owner/operators planning for retirement. In fact, several stakeholders told us that they are already seeing business closures due to the lack of other options available.

With this in mind, it is not surprising that while there was agreement that entrepreneurship support, such as business planning and access to capital, should be provided to all segments of the population, there was an overwhelming call to start engaging youth in entrepreneurship. The message we heard was loud and clear: attracting and supporting youth, both Indigenous and Non-Indigenous, and developing their entrepreneurial ideas is imperative to growth and prosperity in Northern Ontario. Additional programs, such as Head Start in Business and Francophone Plus, are also valuable to helping young entrepreneurs get started, regardless of the business sector they are in. We also heard of the importance of introducing the concept of entrepreneurship through education programs in elementary and post-secondary schools.

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Mentorship programs that showcase the potential and value of business ownership could also benefit youth and encourage more of them to stay.

#### **Indigenous participation:**

During our engagement sessions, participants stated the need for increased collaboration between relevant government departments and stakeholders to advance the participation of Indigenous peoples in the workforce. Despite the growing Indigenous youth population, the life expectancy and quality of life for many Indigenous Peoples living in Northern Ontario is below the norm. Roundtable participants identified the need for community planning and development that addresses both social and economic challenges together and builds the capacity for leadership, project management, business planning and economic development in the community through mentorship. We also heard some Indigenous leaders speak of working more cooperatively with neighboring communities including possible pilot projects to explore sharing of some services including health care and education.

When it comes to training and education, we heard that all training and education programs should include a segment on the history of Indigenous Peoples in Canada to promote understanding and to provide a baseline for customized training (i.e. life skills) and expectations. In addition, we heard there is an opportunity to retain educated/certified Indigenous members in the community by offering them entrepreneurship training and supports to establish businesses in the community as a career alternative to working for someone else.

*“Ensuring the labour force is adequately trained to meet the changing nature of work, as well as ensuring entrepreneurs are aware of the changing nature of employees is key to meeting the demographic shifts and mitigating the transition.”*

## **What we heard- Companies**

**Identify ways to support the retention and growth of existing businesses and the creation of successful new businesses.**

#### **Building on regional strengths:**

During the engagement period, Northern Ontario stakeholders acknowledged the region's concentration of strong and well-developed mining supply and services, forestry products and biomass and tourism sectors, as well as an established agriculture sectors. The emerging sectors of health sciences and biomedicine, ICT/digital, clean energy and agri-food were seen as opportunities for growth. They highlighted the need to find creative, capacity building solutions that would enable these established and emerging sectors to grow, innovate, and expand into new markets. More specifically, they talked of the importance of supporting the established, knowledgeable and innovative mining cluster in the North, including the national mining supercluster which, with its local key players, could act as a transformative initiative for the region.

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Others highlighted the fact that Northern Ontario has the majority of the province's woodlands and provides most of the province's forest products. An integrated and comprehensive approach to managing this valuable resource is needed to maximize the impact on all sectors that contribute to the region's economy. Emerging from a long downturn, the forestry industry is now making large investments in value-added forest products, and new clean and green technology that is resulting in operational efficiencies and new biotechnology opportunities.

Many also noted the rising interest in the agriculture sector, in large part because of the competitive land price advantage along with more than one million acres of unused agricultural land and longer growing seasons. Due to the aging demographic of Northern Ontario farmers, many participants reiterated the need to consider encouraging youth to take on jobs in this sector as part of a well-executed succession plan.

#### **Business support:**

During the engagement, we heard stakeholders state the need to further promote and expand existing programming for businesses across Northern Ontario. More specifically, we heard of the lack of general knowledge among business owners of existing programs and where to access them. Others spoke of the need to improve current business support in the region by simplifying the application process, improving waiting times, increasing the funding dollars available and expanding the guidelines to be more inclusive of businesses of all sizes and in all northern regions. In terms of the type of assistance, we often heard about the need for increased access to capital, staffing, additional trade and export support as well as improved networking opportunities.

#### Access to capital:

Based on what we heard, a lack of access to capital, including working and operational capital, continues to be a hurdle in moving innovation forward. We were told that without readily accessible capital, many of the new ideas that have potential may never materialize. Furthermore, businesses of all sizes, including start-ups and those in transition, have a desperate need for financial support. Businesses face challenges in finding investors in the region who are willing to take financial risks in non-traditional sectors forcing many companies to move to other parts of the country or to the United States. Some suggested that future initiatives take advantage of existing mechanisms in place, such as local Community Future Development Corporations (CFDC), to further address the need for increased access to capital in the north.

#### On the job training:

Stakeholders mentioned that while businesses value on-the job training and education and training initiatives that incorporate a work element, they also feel that existing internship and apprenticeship programs could be improved. Some have suggested changes to current internship programs, such as expanding the duration, increasing the funding limit, broadening the guidelines to include different age groups, eligible occupations and sectors and having access to more focused internship programs for specific population groups or occupation. With regards to apprenticeship, we heard about the difficulty for recent graduates to find businesses willing to take them on as apprentices. On the other hand, we heard about businesses that are reluctant to spend their limited resources on training an apprentice who might leave to go to a larger company once the apprenticeship period is over.

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#### Expanding sales and bringing products to market:

Businesses have also asked for increased support in expanding their sales and bringing their products to market. This includes providing them with the ability to better market their products, more opportunities to attend trade shows such as the Royal Agricultural Winter Fair and the Prospectors & Developers Association of Canada (PDAC) Convention, and, for those Northern Ontario businesses who already export the tools to explore new markets.

#### Networking opportunities:

Northern Ontario stakeholders also identified networking opportunities as highly beneficial to their growth. Networking, they said, would not only encourage a collaborative environment, but would also provide more opportunities for businesses to share their best practices while helping the North reinforce its economy. Networking opportunities are a particular challenge in Northern Ontario given the distance between communities and limited transportation infrastructure. These challenges add to the costs connected with planning networking events within the region, and the time and costs associated with attending events outside of the region.

#### **Indigenous enterprises:**

We were told that supporting new business and enterprise models in Indigenous communities, including those that take advantage of major transformative developments, such as the Ring of Fire and the provincial commitment to connect remote and diesel-dependent communities to the provincial highway system and the power grid, would go a long way toward revitalizing and diversifying Northern Ontario's economy. We also heard that business arrangements and joint ventures with resource companies would benefit from activities that reduce the perception of financial risk associated with new business ventures such as training in good governance, business planning/decision-making and financial management.

Community members and businesses reiterated the need for access to affordable, reliable broadband and cell service in Indigenous communities and asked us to recognize cultural differences in providing supports for developing new and existing projects and businesses by:

- providing non-traditional financing options for Indigenous business initiatives (i.e. longer-term financing horizons to allow for start-up and capital acquisition, capital financing for the hostel in Sioux Lookout);
- incorporating procurement set asides and off-sets for Indigenous businesses as well as regional information sessions on projects occurring in the region; and,
- facilitating opportunities to build business experience, confidence and knowledge through mentorships and joint ventures.

*“Supporting the development and growth of companies, entrepreneurs and trade will require marketing to the businesses to help them understand what supports are available to them and how they can access these, as well as clear funding models that will ensure supports are available and affordable.”*



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## What we heard- Technology

Identify ways to level the playing field and manage risks associated with the adoption of new technologies, innovation and clean technologies in urban and rural areas.

### Technology adoption:

While many agreed that technology is a precursor to growth, others pointed out that the lack of basic infrastructure such as broadband serves as a significant barrier. Another common obstacle we heard was the high costs associated with technology adoption, including green technologies. More specifically, these costs include the purchase of the technology itself, retrofitting it into current operations as well as augmenting the competencies of existing staff in the areas of repair, recycle and repurpose. As a result of these costs, compounded with a lack of awareness in new technologies, many businesses and communities, particularly those in rural settings, do not consider technology adoption as a viable option. Some respondents cited the need for local ICT networks to continue to work with employers to encourage the adoption of more technology driven methods.

As for clean technology adoption, there was a general consensus that more work is required to strengthen community awareness, ensure long-term sustainability and facilitate the implementation of clean technology including Indigenous participation in clean energy projects. Several stakeholders stated the need for additional support for biomass technologies and waste management.

### Access to support for innovation:

During the consultation process, participants reported the need for additional support to businesses to help them gain access to expertise, mentorship and services that could help them foster innovation. Stakeholders spoke positively of the work that the Regional Innovation Centers are doing in the region and stressed the value in expanding those services to more people across the north. We also heard about the importance of supporting the collaboration among post-secondary and research institutions as well as industry, to establish and adequately resource and manage technology transfer offices and hubs. Stakeholders also cited that access to objective, third-party expertise to assess the merits of a proposed innovation and/or clean technology initiatives, would benefit the region.

Although incubators are generally found in larger cities, several stakeholders stated that there is a need for physical or virtual incubators and accelerators to be spread out throughout the region, including in Indigenous communities. The outcome, they said, could be the creation of local collaborations and building of community capacity of residents to leverage local assets and help to diversify the economy. They also told us that potential incubators, which could be housed in existing buildings such as local libraries, could help attract talent to the region while helping to ensure that communities have the logistics and resources to develop and commercialize research and business ideas.

*"Helping private sector businesses to collaborate, innovate and commercialize is critical. We have so much talent in Northern Ontario and by broad collaboration, mentorship, and resource sharing we could expedite innovation and adoption of new technologies."*

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## Conclusion

Northern Ontario stakeholders have stated a clear and comprehensive approach to drive economic development in the region is mandatory. They have made it clear that economic initiatives that result from the PGSNO should take into account the unique characteristics and needs of the various communities in the North. Yet, they also called for increased collaboration at the regional level.

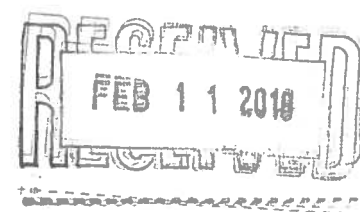
The feedback we have received through FedNor's in person engagement activities and through the online questionnaire was extremely helpful and we sincerely thank all those who participated. One thing is clear: Northern Ontarians are truly passionate about their region and strongly believe in its potential.

In order to have meaningful results, collaboration will be the key to the success of the Prosperity and Growth Strategy for Northern Ontario. In the coming months, FedNor will work with other government departments and stakeholders to develop specific initiatives to respond to the various needs of the communities throughout the region. The final strategy is expected to be made public in early 2018.





**From:** Rebecca Marshall <RMarshall@ocwa.com>  
**Sent:** Sunday, February 11, 2018 1:09 PM  
**To:** Elaine Gunnell; Roxanne St. Germain  
**Cc:** Eric Nielson; Yvan Rondeau; Rebecca Marshall  
**Subject:** Temagami Operations Report - 4th Quarter 2017  
**Attachments:** Temagami Operations Report Oct to Dec 2017.pdf



Good Afternoon,

Please find attached: the fourth quarter operations Report for the Temagami North and South Water and Wastewater Systems.

Regards,  
**Rebecca Marshall** | Process and Compliance Technician | North Eastern Ontario Hub | Ontario Clean Water Agency | Tel: 705-648-4267 | Fax: 705-567-7974 | Email: [rmarshall@ocwa.com](mailto:rmarshall@ocwa.com)

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- Planning ☐ S ☐ C
- Public Wks ☐ S ☐ C
- PPP ☐
- Social Services ☐
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_





## **Temagami North & South Water & Wastewater Systems**

### **OPERATIONAL OVERVIEW**

#### **OPERATIONS & MAINTENANCE**

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- All preventative maintenance completed as per the work management system
- All microbiological and chemical sampling completed as per O. Reg 170
- Temagami South WTP turbidity meter for filter #2 was repaired
- Temagami South WTP PLC power supply was replaced

#### **INCIDENTS & COMPLAINTS**

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##### **Temagami North**

- Sodium adverse: result of 26.5 mg/L (limit = 20 mg/L) collected from a POE sample on October 10th. MOECC SAC and MOH were notified. Resample collected on October 18th (Na result = 23.7 mg/L). No further action required. AWQI# 137330

##### **Temagami South**

- Turbidity Adverse: Filter #2 turbidity analyzer stopped working at approximately 10:00 on Oct.12/2017. The analyzer was repaired and put back into service at approximately 15:00 on Oct.2/.17. The turbidity was not measured during this time. Water was directed to users from 10:04 to 11:00 and from 12:53 to 13:34 during the time frame that the turbidity analyzer was not working. The meter was not programmed to alarm if the bulb burnt out so the operator didn't discover the issue until checking the trends. The analyzer will now alarm if the bulb burns out. MOECC SAC and MOH notified. AWQI# 137009.
- Sodium adverse: result of 23.1 mg/L (limit = 20 mg/L) collected from a POE sample on October 10th. MOECC SAC and MOH were notified. Resample collected on October 18th (Na result = 19.4 mg/L). No further actions required. AWQI# 137332

#### **QUALITY & ENVIRONMENTAL MANAGEMENT SYSTEM (QEMS) PROGRESS**

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- The Annual Management Review Meeting for the Temagami North and South Drinking Water Systems took place on December 8, 2017 and minutes have been emailed. This meeting is a requirement of the DWQMS.

## MOECC INSPECTIONS & FINDINGS

- Temagami South Lagoon was inspected by the MOECC on August 2, 2017; the report was issued on December 21, 2017. The only required action was that a plan be in place to ensure that the seasonal discharges are in accordance with the effluent objectives in the Environmental Compliance Approval. This action is required because the TSS limits were exceeded during the 2016 spring discharge and the BOD objective was exceeded during the 2017 spring discharge. Plans are being made to remove the sludge from the lagoon in the upcoming spring and this will resolve the issue.
- Temagami North DWS and Temagami South DWS were both inspected on November 23<sup>rd</sup>, 2017 but neither report has been received yet.

## HEALTH & SAFETY

- The monthly Health and Safety inspections were completed. No issues to report at this time.
- Training: Slips, Trips & Falls, Winter/Defensive Driving and Asbestos Safety

## 2017 CAPITAL PLAN SUMMARY

Temagami North Water Treatment Plant	
Proposed Expenditure	Status
Clearwell inspection and cleaning if required (should be done every 5 years)	Deferred to 2018
Submersible Pump – to supply flow to the plant when the high lift pumps are unavailable	Deferred to 2018
Inspection of Plant Intake Structure	Approved – CWWF (spring 2018)
Ultrasonic level measurement device for the chemical tanks (process optimization)	Ready to install
Emergency Generator – load test (prescribed in CSA guidelines)	Completed
Chlorination system at the tower (low residuals in parts of the system – MOECC concerned)	Deferred to 2018
Replace Turbidity Meters (current meters are failing: compliance issue)	Deferred to 2018
Relocation of Post pH adjustment & Installation of pH meter (improve operation monitoring)	Deferred to 2018
Chemical Pump parts (repairs and maintenance)	Deferred to 2018
Installation of a SCADA system (improve operation, control, monitoring and reporting)	On hold
Generator – Annual Service	Completed

**Temagami North Lagoon**

<b>Proposed Expenditure</b>	<b>Status</b>
Lagoon clean out and upgrade to existing equipment (EXP working on lagoon optimization)	Waiting for Approval
Generator at Spruce Drive Pump Station (Annual Service)	Waiting for Approval

**Temagami South Water Treatment Plant**

<b>Proposed Expenditure</b>	<b>Status</b>
Replace Emergency Generator	In progress
Inspection of Plant Intake Structure	Completed
Ultrasonic level measurement device for the chemical tanks (process optimization)	Ready to install
Relocation of Post pH adjustment & Installation of pH meter (improve operation monitoring)	Deferred to 2018
Chemical Pump parts (repairs and maintenance)	Deferred to 2018
Installation of a SCADA system (improve operation, control, monitoring and reporting)	On hold
Generator – Annual Service	No longer needed

**Temagami South Lagoon**

<b>Proposed Expenditure</b>	<b>Status</b>
Sludge Removal (yearly from south cell)	Approved – CWWF (spring 2018)

**CALL-BACK SUMMARY**

<b>System</b>	<b>Call-Backs this Quarter</b>	<b>Total Call-Backs to Date</b>
Temagami North WTP	7	31
Temagami North Lagoon	2	19
Temagami South WTP	5	21
Temagami South Lagoon	1	1
Total	10	57

Please see Appendix A for Call-Back details

### DRINKING WATER SYSTEM PERFORMANCE SUMMARY

Temagami North Drinking Water System	Oct	Nov	Dec	Compliance
Maximum Daily Raw Flow Volume (m <sup>3</sup> /d)	272	528*	198	Max 460
Maximum Peak Raw Flow Rate (L/min)	435	452.4	409	Max 456
Maximum Treated Flow (m <sup>3</sup> /d)	242	316	192	Max 328
Total Treated Flow (m <sup>3</sup> )	3,878	4,033	4,352	-
Free Chlorine Residual from analyzer (mg/L)	1.22 to 1.65	1.18 to 1.78	1.22 to 1.71	Min 0.85
Distribution Chlorine Residual (mg/L)	0.15 to 1.41	0.39 to 1.20	0.36 to 1.42	Min 0.05
Filter 1: % of time turbidity was < 0.3 NTU	100	100	100	Min 95%
Filter 2: % of time turbidity was <0.3 NTU	100	100	100	Min 95%

*\*high flows (Nov. 27) due to increased back washes because of high turbidity*

Temagami South Drinking Water System	Oct	Nov	Dec	Compliance
Maximum Daily Raw Flow Volume (m <sup>3</sup> /d)	273	405	277	Max 1,005
Maximum Peak Raw Flow Rate (L/min)	615	641	606	Max 700
Maximum Treated Flow (m <sup>3</sup> /d)	266	344	266	Max 950
Total Treated Flow (m <sup>3</sup> /d)	4,484	4,832	5,742	-
Free chlorine residual from analyzer (mg/L)	1.18 to 1.94	1.13 to 1.79	1.16 to 2.68	Min 1.00
Distribution chlorine residual (mg/L)	0.25 to 1.69	0.43 to 1.53	0.54 to 1.50	Min 0.05
Filter 2: % of time turbidity < 0.3 NTU	99.9	100	100	Min 95%

**WASTE WATER TREATMENT SYSTEM PERFORMANCE SUMMARY**

Temagami North Lagoon	Oct	Nov	Dec	Compliance (ECA)
<b>AS PER THE ENVIRONMENTAL CERTIFICATE OF APPROVAL</b>				
Average Daily Flow - Influent (m <sup>3</sup> /day)	194	301	319	Max 390 (annual average)
Max Daily Flow (m <sup>3</sup> /day)	295	825	972	Max 1,200/day
Total Volume Treated (m <sup>3</sup> )	6,004	9,018	9,902	-
cBOD <sub>5</sub>	2.1	1.8	1.8	25 mg/L (annual average)
Total Suspended Solids	2	<1	<1	25 mg/L (annual average)
Total Phosphorous	0.021	0.031	0.048	1.0 mg/L (annual average)
Total Ammonia Nitrogen (mg/L)	2.55	2.06	2.28	-
pH	6.91 to 7.71	7.3 to 7.53	7.4 to 7.5	6.0 to 9.5 (inclusive)
<i>Escherichia coli</i> ( <i>E. coli</i> ) (cfu/100mL)	20	1000	2700	Geometric Mean of 200 (objective)
<b>AS PER WASTEWATER SYSTEM EFFLUENT REGULATIONS (WSER)</b>				
cBOD <sub>5</sub>	2.1	1.8	1.8	25 mg/L (quarterly average)
Total Suspended Solids	2	0.5	0.5	25 mg/L (quarterly average)



Temagami South Lagoon	Oct	Nov	Dec	Compliance (ECA)
<b>AS PER THE ENVIRONMENTAL CERTIFICATE OF APPROVAL</b>				
Average Daily Flow - Influent (m <sup>3</sup> /day)	113	131	151	Annual Average of 232
Total Volume Treated (m <sup>3</sup> )	3,498	3,922	4,677	-
Discharge Flow (m <sup>3</sup> /day)	1,041	1,041		Max 2877.12
BOD5 (mg/L)	10.2	2.75		25 mg/L (seasonal average)
Total Suspended Solids (mg/L)	16.8	6.75		25 mg/L (seasonal average)
Total Phosphorous (mg/L)	0.177	0.106		1.0 mg/L (seasonal average)
Total Ammonia Nitrogen (mg/L)	2.06	3.28		-
<b>Prior to Discharge Sampling</b>				
Total Phosphorous (mg/L)	0.139			-
Hydrogen Sulphide (mg/L)	<0.02			-
<i>Escherichia coli</i> ( <i>E. coli</i> ) (cfu/100mL)	<5			-
<b>AS PER WASTEWATER SYSTEM EFFLUENT REGULATIONS (WSER)</b>				
cBOD5	9	2.4		25 mg/L (annual average)
Total Suspended Solids (TSS)	16.8	6.75		25 mg/L (annual average)

*Began discharging on October 16<sup>th</sup> and ended on November 6<sup>th</sup>*

# **APPENDIX A**

## **CALL BACK REPORTS**

## Work Order Call Back Details Report

344624: High/Low Clearwell Level 6028

Asset:  
Location: 6028      Temagami South Water Treatment Plant

Page Time:	05/05/2017 06:30 PM
Arrive time:	05/05/2017 07:25 PM
Leave time:	05/05/2017 07:35 PM
Finish Time:	12/18/2017 03:00 PM
Report Date:	5/5/17
Reported By:	Claude Mongrain
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification	REFURBISH/REPLACE
GL Account:	

## Work Order Call Back Details Report

506545: Call in High Level alarm Tem N WTP 6030

Asset:  
Location: 6030-WTTM 6030, Temagami North WTP

Page Time:	10/10/2017 04:30 AM
Arrive time:	10/10/2017 02:45 PM
Leave time:	10/10/2017 05:15 AM
Finish Time:	10/11/2017 03:49 PM
Report Date:	10/11/17
Reported By:	Chris Barkhouse
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	CLOSE
Classification	REFURBISH/REPLACE
GL Account:	TEMAGM6030W-000

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	INSTTECH	Chris Barkhouse	00:00	04:00

Log		
Date	Created By	Description
10/11/17	Chris Barkhouse	Respond to Hi/Lo level alarm. Came in to plant and reviewed trends on Wonderware and confirmed it was not a low level alarm and low lift pumps were off. Alarm was now off and plant was not in immediate danger. Informed operator to look at when there.

## Work Order Call Back Details Report

509653: call plant shut 6030 wtp

Asset:  
Location: 6030-WTTM-P 6030, Temagami North WTP, Process

Page Time:	10/29/2017 01:45 PM	Site:	OCWASITE
Arrive time:	10/29/2017 02:45 PM	Priority:	5
Leave time:	10/29/2017 03:00 PM	Work Type:	CALL
Finish Time:	10/29/2017 04:00 PM	Status:	COMP
Report Date:	10/30/17	Classification:	REFURBISH/REPLACE
Reported By:	Claude Mongrain		
Supervisor:		GL Account:	TEMAGM6030W-000

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	MECHANIC	Claude Mongrain	00:00	04:00

Log		
Date	Created By	Description
10/30/17	Claude Mongrain	call plant shut down

## Work Order Call Back Details Report

541483: Call for chem pump Fail Tem North WTP

Asset:  
 Location: 6030-WTTM 6030, Temagami North WTP

Page Time:	11/13/2017 06:45 PM
Arrive time:	11/13/2017 07:15 PM
Leave time:	11/13/2017 08:00 PM
Finish Time:	11/13/2017 08:00 PM
Report Date:	11/14/17
Reported By:	Bryce Logan
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification	REFURBISH/REPLACE
GL Account:	TEMAGM6030W-000

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	INSTTECH	Bryce Logan	00:00	08:00

Log		
Date	Created By	Description
11/14/17	Bryce Logan	Chem pump Fail
Call for chem pump Fail this problem was caused due to having to remove power supply to temporarily get Temagami south plant making water due to its power supply failure.		
11/14/17	Bryce Logan	pump fail
both sets of soda ash pumps were tripped.		

## Work Order Call Back Details Report

543073: call temagami north low clear well 6030

Asset: 0000115717 ANALYZER TURBIDITY FILTER 02  
Location: 6030-WTTM-P-PC- 6030, Temagami North WTP, Process, Process Controls, Filtration  
FILT

Page Time:	11/27/2017 04:45 PM
Arrive time:	11/27/2017 05:15 PM
Leave time:	11/27/2017 05:30 PM
Finish Time:	11/27/2017 05:45 PM
Report Date:	11/28/17
Reported By:	Claude Mongrain
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification	REFURBISH/REPLACE
GL Account:	TEMAGM6030W-000

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	MECHANIC	Claude Mongrain	00:00	04:00

Log		
Date	Created By	Description
11/28/17	Claude Mongrain	call low clear well
low clear well due to high ph high lift not running ,filter turb. high filtering to wasted still injecting soda ash		

## Work Order Call Back Details Report

543084: Low Tower Alarm

Asset:  
 Location: 6028-WTTM 6028, Temagami South WTP

Page Time:	11/25/2017 03:30 AM	Site:	OCWASITE
Arrive time:	11/25/2017 04:15 AM	Priority:	5
Leave time:	11/25/2017 05:00 AM	Work Type:	CALL
Finish Time:	11/25/2017 05:00 AM	Status:	COMP
Report Date:	11/28/17	Classification:	REFURBISH/REPLACE
Reported By:	Bryce Logan		
Supervisor:		GL Account:	TEMAGM6028W-000

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	INSTTECH	Bryce Logan	00:00	04:00

Log		
Date	Created By	Description
11/28/17	Bryce Logan	Low Tower Alarm
Call for low tower alarm. Found the both low lifts were locked out on the PLC since Thursday. reset low lifts and everything started back up and is running properly. Looks like pumps tripped after the divers did their inspection when they turned the lowlifts off and locked them out.		



## Work Order Call Back Details Report

563647: call low cl2 tem. south wtp 6028

Asset: 0000277351 ANALYZER CHLORINE 01 RESIDUAL TREATED  
Location: 6028-WTTM-P-PC 6028, Temagami South WTP, Process, Process Controls

Page Time:	11/30/2017 04:00 AM	Site:	OCWASITE
Arrive time:	11/30/2017 04:05 AM	Priority:	5
Leave time:	11/30/2017 04:15 AM	Work Type:	CALL
Finish Time:	11/30/2017 04:30 AM	Status:	COMP
Report Date:	12/1/17	Classification:	REFURBISH/REPLACE
Reported By:	Claude Mongrain		
Supervisor:		GL Account:	TEMAGM6028W-000

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	MECHANIC	Claude Mongrain	00:00	04:00

Log		
Date	Created By	Description
12/1/17	Claude Mongrain	call low cl2
due to faulty cl17 dip to aprox. 0.8 for 2 minute		

## Work Order Call Back Details Report

564801: call low clear well tem. north wtp 6030

Asset: 0000115971 TANK CLEAR WELL 02  
Location: 6030-WTTM-P-SR 6030, Temagami North WTP, Process, Storage

Page Time:	12/01/2017 12:00 AM
Arrive time:	12/01/2017 01:05 AM
Leave time:	12/01/2017 12:30 AM
Finish Time:	12/01/2017 12:30 AM
Report Date:	12/1/17
Reported By:	Claude Mongrain
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification:	REFURBISH/REPLACE
GL Account:	TEMAGM6030W-000

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	MECHANIC	Claude Mongrain	00:00	04:00

Log		
Date	Created By	Description
12/1/17	Claude Mongrain	call low clear well
check wonderware all find problem maybe with dialer		

## Work Order Call Back Details Report

576667: call low cl2 tem. south WTP 6028

Asset: 0000277351 ANALYZER CHLORINE 01 RESIDUAL TREATED  
 Location: 6028-WTTM-P-PC 6028, Temagami South WTP, Process, Process Controls

Page Time:	12/01/2017 09:45 PM
Arrive time:	12/01/2017 09:45 PM
Leave time:	12/01/2017 10:00 PM
Finish Time:	12/01/2017 10:00 PM
Report Date:	12/3/17
Reported By:	Claude Mongrain
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification:	REFURBISH/REPLACE
GL Account:	TEMAGM6028W-000

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	MECHANIC	Claude Mongrain	00:00	04:00

Log		
Date	Created By	Description
12/3/17	Claude Mongrain	call low cl2
check from wonderware dip for 2 minute and back up high lift off		

## Work Order Call Back Details Report

577018: call low cl2 temagami wtp6028

Asset: 0000277351 ANALYZER CHLORINE 01 RESIDUAL TREATED  
 Location: 6028-WTTM-P-PC 6028, Temagami South WTP, Process, Process Controls

Page Time:	12/03/2017 10:00 PM
Arrive time:	12/03/2017 10:05 PM
Leave time:	12/03/2017 10:10 PM
Finish Time:	12/03/2017 10:20 PM
Report Date:	12/5/17
Reported By:	Claude Mongrain
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification:	REFURBISH/REPLACE
GL Account:	TEMAGM6028W-000

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	MECHANIC	Claude Mongrain	00:00	04:00

Log		
Date	Created By	Description
12/5/17	Claude Mongrain	call low cl2
check from wonderware all back normal		

## Work Order Call Back Details Report

577475: low or high clearwell level

Asset:

Location: 6030-WTTM-P-SR 6030, Temagami North WTP, Process, Storage

Page Time:	12/07/2017 12:15 AM
Arrive time:	12/07/2017 01:30 AM
Leave time:	12/07/2017 02:30 AM
Finish Time:	12/07/2017 02:30 AM
Report Date:	12/7/17
Reported By:	Patrick Dinel
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification:	REFURBISH/REPLACE
GL Account:	TEMAGM6030W-000

Log		
Date	Created By	Description
12/7/17	Patrick Dinel	high or low clear well alarm
respond to High or low clear well alarm checked clear well level for alarm alarm was high level reset alarm checked plant checked set points for pumps off and on		

## Work Order Call Back Details Report

577717: High or low clearwell Tem. WTP

Asset: 0000115712 METER LEVEL CLEARWELL 02- LIT02  
Location: 6030-WTTM-P-PC 6030, Temagami North WTP, Process, Process Controls

Page Time:	12/07/2017 12:15 AM	Site:	OCWASITE
Arrive time:	12/07/2017 01:30 AM	Priority:	5
Leave time:	12/07/2017 02:30 AM	Work Type:	CALL
Finish Time:	12/07/2017 02:30 AM	Status:	COMP
Report Date:	12/8/17	Classification:	REFURBISH/REPLACE
Reported By:	Patrick Dinel		
Supervisor:		GL Account:	TEMAGM6030W-000

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR	Patrick Dinel	00:00	04:00

Log		
Date	Created By	Description
12/8/17	Patrick Dinel	High or low clear well alarm
respond to High or low clear well alarm check well level found level was high checked set points reset alarm		

## Work Order Call Back Details Report

580036: High Level alarm 6029

Asset:

Location: 6029-WWSP 6029, Temagami North Lagoon Spruce Pumping Station

Page Time:	12/21/2017 11:15 PM
Arrive time:	
Leave time:	12/22/2017 12:30 AM
Finish Time:	12/22/2017 12:30 AM
Report Date:	12/22/17
Reported By:	Bryce Logan
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification:	REFURBISH/REPLACE
GL Account:	TEMAGM6029S-000

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	INSTTECH	Bryce Logan	00:00	04:00

Log		
Date	Created By	Description
12/22/17	Bryce Logan	Call for high level
On arrival found everything ok opened hatch and level was good and didn't look like level ever was high. False alarm due to cold weather.		

## Work Order Call Back Details Report

580424: High Level Alarm 5997

Asset:  
 Location: 5997-WLTM 5997, Temagami South Lagoon

Page Time:	12/25/2017 03:45 AM
Arrive time:	12/25/2017 04:30 AM
Leave time:	12/25/2017 06:00 AM
Finish Time:	12/25/2017 06:00 AM
Report Date:	12/27/17
Reported By:	Bryce Logan
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification	REFURBISH/REPLACE
GL Account:	TEMAGM5997S-000

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	INSTTECH	Bryce Logan	00:00	08:00

Log		
Date	Created By	Description
12/27/17	Bryce Logan	Call from temagami shores SPS
Received Call But just static on the line. went to site and found nothing wrong but the pit was full of steam causing a false alarm. This is due to the extreme cold weather		



## Work Order Call Back Details Report

580430: High Level Alarm 6029

Asset:  
 Location: 6029-WWSP 6029, Temagami North Lagoon Spruce Pumping Station

Page Time:	12/26/2017 04:45 AM
Arrive time:	12/26/2017 05:30 AM
Leave time:	12/26/2017 06:45 AM
Finish Time:	12/26/2017 06:45 AM
Report Date:	12/27/17
Reported By:	Bryce Logan
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification	REFURBISH/REPLACE
GL Account:	TEMAGM6029S-000

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	INSTTECH	Bryce Logan	00:00	08:00

Log		
Date	Created By	Description
12/27/17	Bryce Logan	High Level Alarm
Call for high level on arrival found nothing wrong but miltronics reading is erratic jumping up and down this is due to a poor connection between head and controller or frost build up on head.		

Ontario  
Provincial  
Police

Police  
provinciale  
de l'Ontario



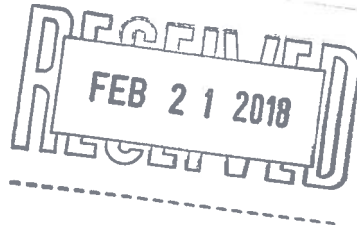
Municipal Policing Bureau  
Bureau des services policiers des municipalités

777 Memorial Ave.  
Orillia ON L3V 7V3

777, ave Memorial  
Orillia (ON) L3V 7V3

Tel: (705) 329-6200

Fax: (705) 330-4191



File number/Référence: 612-20

January 17, 2018

Mayor/Reeve and Clerk/CAO,

I would like to wish you and your community a Happy New Year.

I am presenting you with the 2018 OPP Municipal Policing Bureau Calendar which contains useful information and data on OPP municipal policing. The electronic version will be also available on the Municipal Policing Bureau webpage located at [www.OPP.ca/municipalpolicing](http://www.OPP.ca/municipalpolicing) in both official languages.

Please visit our website at [www.OPP.ca/billingmodel](http://www.OPP.ca/billingmodel) Resource section to review the 2018 OPP municipal policing costs, documents on the current billing model and property counts. We update our website regularly with information that may be of assistance to you.

Should you have any suggestions and/or feedback on the Calendar or anything else, please contact us by email at [OPP.MunicipalPolicing@opp.ca](mailto:OPP.MunicipalPolicing@opp.ca).

The OPP is committed to work diligently with municipal stakeholders to ensure effective, efficient and sustainable police service delivery in Ontario.

Thank you again.

Sincerely,

M.M. (Marc) Bedard  
Superintendent  
Commander,  
Municipal Policing Bureau

Email [OPP.MunicipalPolicing@opp.ca](mailto:OPP.MunicipalPolicing@opp.ca)  
Twitter [@OPP\\_Mun\\_Pol](https://twitter.com/OPP_Mun_Pol)

/nv

File ☐ Incoming ☐ Other  
Mayor ☐  
Council ☐ I ☐ A  
CAO ☐  
Building ☐  
Finance ☐ S ☐ C  
Ec Dev ☐ S ☐ C  
Parks & Rec ☐ S ☐ C  
Planning ☐ S ☐ C  
Public Wks ☐ S ☐ C  
PPP ☐  
Social Services ☐  
☐ \_\_\_\_\_  
☐ \_\_\_\_\_

## Elaine Gunnell

---

**From:** Jim Sanderson  
**Sent:** Tuesday, March 6, 2018 8:30 AM  
**To:** Elaine Gunnell; Roxanne St. Germain  
**Cc:** Brian Koski; Monty Cummings; Paul Elliott; Patrick Cormier; Debby Burrows; Jim Stewart  
**Subject:** Fwd: EMCPA Compliance Guide 2018  
**Attachments:** image002.jpg; ATT00001.htm; EMCPAComplianceGuide2018\_2018-02-13.pdf; ATT00002.htm; EMCPAComplianceGuide2018\_2018-02-13\_FR.pdf; ATT00003.htm

Incoming correspondence for council attention

Note:

The Community Emergency Management program committee will need to meet to review the information in the compliance guide and make recommendations on changes required to the Municipal Emergency Management Plan

Jim

Sent from my iPhone

Begin forwarded message:

**From:** "Pittens, Chris (MCSCS)" <[Chris.Pittens@ontario.ca](mailto:Chris.Pittens@ontario.ca)>  
**Date:** March 5, 2018 at 6:01:31 PM EST  
**Cc:** "Cassells, Aileen (MCSCS)" <[Aileen.Cassells@ontario.ca](mailto:Aileen.Cassells@ontario.ca)>, "Morton, Michael (MCSCS)" <[Michael.J.Morton@ontario.ca](mailto:Michael.J.Morton@ontario.ca)>, "Alonzi, Teresa (MCSCS)" <[Teresa.Alonzi2@ontario.ca](mailto:Teresa.Alonzi2@ontario.ca)>, "Bak, Sharon (MCSCS)" <[Sharon.Bak@ontario.ca](mailto:Sharon.Bak@ontario.ca)>, "Geoffrion, Philippe (MCSCS)" <[Philippe.Geoffrion@ontario.ca](mailto:Philippe.Geoffrion@ontario.ca)>, "Grantis, Katrina (MCSCS)" <[Katrina.Grantis@ontario.ca](mailto:Katrina.Grantis@ontario.ca)>, "Jacob, Sarah (MCSCS)" <[Sarah.Jacob@ontario.ca](mailto:Sarah.Jacob@ontario.ca)>, "Lord, Roger (MCSCS)" <[Roger.Lord@ontario.ca](mailto:Roger.Lord@ontario.ca)>, "Maddison, Drew (MCSCS)" <[Drew.Maddison@ontario.ca](mailto:Drew.Maddison@ontario.ca)>, "Pape, Christopher (MCSCS)" <[Christopher.Pape@ontario.ca](mailto:Christopher.Pape@ontario.ca)>, "Stawicki, Simone (MCSCS)" <[Simone.Stawicki@ontario.ca](mailto:Simone.Stawicki@ontario.ca)>, "Stothers, John (MCSCS)" <[John.Stothers@ontario.ca](mailto:John.Stothers@ontario.ca)>  
**Subject:** EMCPA Compliance Guide 2018

Good Afternoon CEMCs,

Please find attached the EMCPA Compliance Guide 2018. I apologize for the delay in getting this out to you this year.

You will note that there are very few changes from last year. In large part the only changes that were made to the guide were to provide some clarification of some of the requirements. However, none of the requirements have changed since last year, except for the MCEG Training Requirements, which were detailed in Guidance Note 2018-01-01 which was sent to you on February 12, 2018.

If you have any questions or concerns about the attached documents, or about any of the EMCPA requirements, please contact your Field Officer. Alternatively, you may contact me at any of the means listed below.

Thank you again for all of your hard work to ensure the safety of your residents. Of team looks forward to working with all of you to ensure you are able to meet the requirements of the EMCPA.

Chris Pittens, CD ABCP  
Program Manager  
Emergency Management Field Operations  
Office of the Fire Marshal and Emergency Management  
(647) 329-1193 (office)  
(416) 559-4106 (cell)  
[Chris.Pittens@ontario.ca](mailto:Chris.Pittens@ontario.ca)

# Emergency Management and Civil Protection Act Compliance Guide for Municipalities

2018

## Contents

Foreword.....	3
1. Appointment of Emergency Management Program Coordinator .....	4
References .....	4
Interpretation and Verification Requirements .....	5
2. Emergency Management Program Committee .....	6
References .....	6
Interpretation and Verification Requirements .....	7
3. Hazard Identification and Risk Assessment (HIRA) .....	7
References .....	8
Interpretation and Verification Requirements .....	8
4. Critical Infrastructure (CI) List.....	8
References .....	9
Interpretation and Verification Requirements .....	9
5. Municipal Emergency Plan .....	9
References .....	10
Interpretation and Verification Requirements .....	12
6. Municipal Emergency Control Group (MECG).....	13
References .....	13
Interpretation and Verification Requirements .....	14
7. Emergency Operations Centre (EOC) .....	16
References .....	16
Interpretation and Verification Requirements .....	16
8. Emergency Information Officer (EIO) .....	17
References .....	17
Interpretation and Verification Requirements .....	18
9. Public Education .....	18
References .....	18
Interpretation and Verification Requirements .....	19
10. Emergency Management Program Annual Review .....	19
References .....	19
Interpretation and Verification Requirements .....	20
11. Emergency Management Program By-law .....	21
References .....	21
Interpretation and Verification Requirements .....	21

## Foreword

The *Emergency Management and Civil Protection Act* (EMCPA) and its supporting Regulation 380/04 (O Reg 380/04) provide a number of requirements for both ministries and municipalities. This guide provides municipalities with information to assist in meeting these requirements.

Each municipality in Ontario has an OFMEM Field Officer assigned to them who can provide advice and assistance, as required, by supporting the development or delivery of any of the components of the required emergency management program. These Field Officers are very well-versed in the requirements of the EMCPA and O Reg 380/04, as well as very well experienced in areas such as the development of municipal emergency response plans; the delivery of emergency management training; and the development and conduct of emergency management exercises, among other things. We encourage regular contact between the Field Officers and municipalities. Please do not hesitate to involve them in any of your activities, including program committee meetings, exercises, training and emergency management events.

If you require any support, or if you have any questions about the development of your emergency management programs at any time throughout the year, please feel free to contact your assigned Field Officer. They will be happy to assist however they can. If you are unsure who your Field Officer is, please contact [AskOFMEM@Ontario.ca](mailto:AskOFMEM@Ontario.ca).

In addition to the information contained in this guide, the Office of the Fire Marshal and Emergency Management (OFMEM) has provided several tools to assist municipalities in the development and delivery of many of the required components of their emergency management programs. These tools can be found in the Emergency Management Portal which can be accessed by logging in to [www.emergencymanagementontario.ca/login.aspx](http://www.emergencymanagementontario.ca/login.aspx). If you cannot access this portal, please contact [ASKOFMEM@ontario.ca](mailto:ASKOFMEM@ontario.ca).

This guide does not constitute legal advice. For legal clarification on any of the requirements contained herein, municipalities are encouraged to consult with their municipality's legal advisor for clarification.

## 1. Appointment of Emergency Management Program Coordinator

Every municipality is required to designate an Emergency Management Program Coordinator, otherwise referred to as a Community Emergency Management Coordinator (CEMC). This CEMC is also required to complete certain training within one year of designation as CEMC.

### References

O Reg 380/04 states:

#### ***Emergency management program co-ordinator***

*10. (1) Every municipality shall designate an employee of the municipality or a member of the council as its emergency management program co-ordinator.*

*(2) The emergency management program co-ordinator shall complete the training that is required by the Chief, Emergency Management Ontario.*

*(3) The emergency management program co-ordinator shall co-ordinate the development and implementation of the municipality's emergency management program within the municipality and shall co-ordinate the municipality's emergency management program in so far as possible with the emergency management programs of other municipalities, of ministries of the Ontario government and of organizations outside government that are involved in emergency management.*

*(4) The emergency management program co-ordinator shall report to the municipality's emergency management program committee on his or her work under subsection (3).*

Further, section 1 of the EMCPA defines "employee of a municipality" as:

*"employee of a municipality" means an employee as defined in section 278 of the Municipal Act, 2001 or a designated employee as defined in section 217 of the City of Toronto Act, 2006, as the case may be; ("employé municipal").*

The section of the Municipal Act, 2001, referenced above states:

*278. (1) In sections 279, 280 and 282,*

*"employee" means any salaried officer, or any other person in the employ of the municipality or of a local board and includes,*

*(a) a member of the police force of the municipality,*



*(b) persons that provide their services on behalf of the municipality without remuneration, exclusive of reimbursement of expenses or honoraria, if council of the municipality has passed a by-law designating such persons or classes of persons as employees for the purposes of this section, and*  
*(c) any other person or class of person designated as an employee by the Minister<sup>1</sup>; (“employé”).*

Similarly, the City of Toronto Act, 2006, states:

*“designated employee” means any salaried officer, or any other person in the employ of the City or of a local board (extended definition) of the City and includes,*

*(a) a member of the city police force,*  
*(b) persons that provide their services on behalf of the City without remuneration, exclusive of reimbursement of expenses or honoraria, if city council has passed a by-law designating such persons or classes of persons as designated employees for the purposes of this section, and*  
*(c) any other person or class of persons designated as a designated employee by the Minister of Municipal Affairs and Housing; (“employé désigné”).*

Regarding the CEMC training requirements, on 2018-02-06 the Fire Marshal and Chief, Emergency Management issued Guidance Note 2018-01-01 that stated:

*Municipal emergency management program coordinators, as designated by their municipality under O Reg 380/04 s. 10 (1), will complete the following courses offered by the OFMEM, within one year of their appointment as emergency management program coordinator.*

- *EM 200 – Basic Emergency Management*
- *EM 300 – Community Emergency Management Coordinator Course*
- *IMS 100 – Introduction to Incident Management System (available online)*
- *IMS 200 – Basic Incident Management System*

*Emergency management program coordinators that have already completed this training will not be required to repeat it.*

## **Interpretation and Verification Requirements**

The EMPCA specifies that the CEMC be a member of Council, or an employee of the municipality as defined by the Municipal Act, 2001, or the City of Toronto Act, 2006, as referenced above. We have considered this definition in two particular circumstances:

---

<sup>1</sup> In this section Minister refers to the Minister of Municipal Affairs.

- Volunteers – As long as the municipality has either passed a by-law which designates the individual as a municipal employee, or have passed a by-law which designates a volunteer group (e.g. a Volunteer Fire Service) that the individual is a member of, as municipal employees, this individual can be appointed as the CEMC; and
- Consultants – As a consultant is not a municipal employee, a consultant may not be appointed as a CEMC.

To verify compliance with these requirements of the EMCPA, OFMEM requests that we be notified through the established mechanisms of the name, contact information and the date of appointment of your current CEMC. This notification is only necessary when your CEMC appointment changes.

## 2. Emergency Management Program Committee

Every municipality is required to have an Emergency Management Program Committee (EMPC), which is appointed by the Municipal Council. The purpose of this committee is to assist in the development and advise the Municipal Council on the development and implementation of the municipal emergency management program.

### References

O Reg 380/04 states:

#### ***Emergency management program committee***

*11. (1) Every municipality shall have an emergency management program committee.*

*(2) The committee shall be composed of,*

- (a) the municipality's emergency management program co-ordinator;*
- (b) a senior municipal official appointed by the council;*
- (c) such members of the council, as may be appointed by the council;*
- (d) such municipal employees who are responsible for emergency management functions, as may be appointed by the council; and*
- (e) such other persons as may be appointed by the council.*

*(3) The persons appointed under clause (2) (e) may only be,*

- (a) officials or employees of any level of government who are involved in emergency management;*
- (b) representatives of organizations outside government who are involved in emergency management; or*

- (c) persons representing industries that may be involved in emergency management.*
- (4) The council shall appoint one of the members of the committee to be the chair of the committee.*
- (5) The committee shall advise the council on the development and implementation of the municipality's emergency management program.*
- (6) The committee shall conduct an annual review of the municipality's emergency management program and shall make recommendations to the council for its revision if necessary.*

## **Interpretation and Verification Requirements**

Although there are some specific requirements regarding the membership of the EMPC, there are a wide range of persons who may be appointed as a member of this committee. However, all members of the EMPC must be specifically appointed by the Municipal Council by name or position, except for the CEMC who is a mandatory member of the EMPC. It is not acceptable to simply list a representative of a particular organization (e.g. Fire Department rep). The appointment must specifically appoint someone either by name or position (e.g. Deputy Fire Chief).

Similarly, it is also a requirement that the Municipal Council directly appoint the Chair of the EMPC.

In order to verify municipal compliance with this requirement of the EMCPA, OFMEM requests a list of the EMPC membership, along with evidence that the members and the Chair have been appointed by Council.

When reviewing the EMPC membership, OFMEM will be specifically verifying that the membership includes the CEMC and another senior municipal official.

## **3. Hazard Identification and Risk Assessment (HIRA)**

There is a requirement for all municipalities to identify and assess the hazards and risks to their municipality. That is to say that they must identify which hazards are present in the municipality, or outside of the municipality but may impact the municipality; what the likelihood of those hazards occurring; and to assess the potential impact to the municipality, including the municipality's infrastructure, if that hazard were to occur.

## References

The EMCPA, Section 2.1(3) states:

### ***Hazard and risk assessment and infrastructure identification***

*(3) In developing its emergency management program, every municipality shall identify and assess the various hazards and risks to public safety that could give rise to emergencies and identify the facilities and other elements of the infrastructure that are at risk of being affected by emergencies.*

## Interpretation and Verification Requirements

There are various methods which can be used in order to complete an effective HIRA.

Regardless of the method, the HIRA must answer the following questions:

- What hazards exist in my municipality, or outside of my municipality, that could result in an emergency in my municipality?
- How frequently do they occur?
- How severe can their impact be on the population at risk, infrastructure, property, and the environment?
- Which hazards pose the greatest threat to the municipality?

In 2012, OFMEM (then Emergency Management Ontario) produced a HIRA workbook, which is an effective tool which can be used to complete a municipal HIRA. A copy of this workbook is available at [www.ontario.ca/emo](http://www.ontario.ca/emo).

In order to verify compliance with this requirement of the EMCPA, OFMEM requests that a copy of the result of the municipal HIRA be submitted and/or reviewed by the Field Officer and that the methodology used to complete the HIRA addresses the questions listed above.

## 4. Critical Infrastructure (CI) List

Every municipality is required to identify facilities and other infrastructure that is at risk of being impacted by emergencies.

## References

The EMCPA, Section 2.1(3) states:

### ***Hazard and risk assessment and infrastructure identification***

*(3) In developing its emergency management program, every municipality shall identify and assess the various hazards and risks to public safety that could give rise to emergencies and identify the facilities and other elements of the infrastructure that are at risk of being affected by emergencies.*

## Interpretation and Verification Requirements

Every municipality must identify the facilities and infrastructure which could be impacted by an emergency, which could have a serious impact on the residents of their municipality, the municipality's ability to deliver services, or on the local economy. The facilities and infrastructure identified in this list do not necessarily need to be owned or operated by the municipality, nor be located within the municipality.

In order to verify compliance with this requirement of the EMCPA, OFMEM requests that a copy of the municipal CI list be submitted and/or reviewed by the Field Officer.

## 5. Municipal Emergency Plan

Municipalities are required to develop an Emergency Plan governing the provision of necessary services during an emergency, as well detailing the procedures that are to be followed by the people who will respond to the emergency. Further, this plan must assign responsibilities to municipal employees, by position, to implement the plan; and it must include notification procedures for the Municipal Emergency Control Group (MECG) members. Once the plan is completed, the municipality must by by-law adopt the plan. It is required that OFMEM has a copy of the most current version of all Municipal Emergency Plans at all times. OFMEM maintains a repository of these plans at its headquarters in Toronto.

Additionally, it is required that the municipality conducts training and exercises with the persons who have been assigned responsibilities under the plan, to ensure that they are prepared to fulfil their responsibilities during an emergency.

## References

The EMCPA, Section 3 states:

### ***Municipal emergency plan***

*3. (1) Every municipality shall formulate an emergency plan governing the provision of necessary services during an emergency and the procedures under and the manner in which employees of the municipality and other persons will respond to the emergency and the council of the municipality shall by by-law adopt the emergency plan.*

### ***Co-ordination by county***

*(3) The council of a county may with the consent of the councils of the municipalities situated within the county co-ordinate and assist in the formulation of their emergency plans under subsection (1).*

### ***Specific emergencies may be designated***

*(4) The Lieutenant Governor in Council may designate a municipality to address a specific type of emergency in its emergency plan and, if so required, the municipality shall include the type of emergency specified in its emergency plan.*

### ***Training and exercises***

*(5) Every municipality shall conduct training programs and exercises to ensure the readiness of employees of the municipality and other persons to act under the emergency plan.*

### ***Review of plan***

*(6) Every municipality shall review and, if necessary, revise its emergency plan every year.*

Further, Section 5 states:

### ***Conformity with upper-tier plan***

*5. The emergency plan of a lower-tier municipality in an upper-tier municipality, excluding a county, shall conform to the emergency plan of the upper-tier municipality and has no effect to the extent of any inconsistency and, for the purposes of this section, The Corporation of the County of Lambton shall be deemed to be an upper-tier municipality.*

Further, Section 6.2 states:

### ***Emergency plans submitted to Chief***

*6.2 (1) Every municipality, minister of the Crown and designated agency, board, commission and other branch of government shall submit a copy of their emergency plans and of any revisions to their emergency plans to the Chief, Emergency Management Ontario, and shall ensure that the*

*Chief, Emergency Management Ontario has, at any time, the most current version of their emergency plans.*

***Repository for emergency plans***

*(2) The Chief, Emergency Management Ontario shall keep in a secure place the most current version of every emergency plan submitted to him or her.*

Further guidance on the required contents of a Municipal Emergency Plan is found in the EMCPA, Section 9:

***What plan may provide***

*9. An emergency plan formulated under section 3, 6 or 8 shall,*

*(a) in the case of a municipality, authorize employees of the municipality or, in the case of a plan formulated under section 6 or 8, authorize public servants to take action under the emergency plan where an emergency exists but has not yet been declared to exist;*

*(b) specify procedures to be taken for the safety or evacuation of persons in an emergency area;*

*(c) in the case of a municipality, designate one or more members of council who may exercise the powers and perform the duties of the head of council under this Act or the emergency plan during the absence of the head of council or during his or her inability to act;*

*(d) establish committees and designate employees to be responsible for reviewing the emergency plan, training employees in their functions and implementing the emergency plan during an emergency;*

*(e) provide for obtaining and distributing materials, equipment and supplies during an emergency;*

*(e.1) provide for any other matter required by the standards for emergency plans set under section 14; and*

*(f) provide for such other matters as are considered necessary or advisable for the implementation of the emergency plan during an emergency.*

O Reg 380/04, Section 15 provides the following additional requirements for the Plan:

***Emergency response plan***

*15. (1) The emergency plan that a municipality is required to formulate under subsection 3 (1) of the Act shall consist of an emergency response plan.*

*(2) An emergency response plan shall,*

*(a) assign responsibilities to municipal employees, by position, respecting implementation of the emergency response plan; and*

*(b) set out the procedures for notifying the members of the municipal emergency control group of the emergency.*

## **Interpretation and Verification Requirements**

A municipal emergency plan has several specific required components that must be included. The purpose of these components is to ensure that a municipality is prepared to take swift and appropriate actions to protect the health and safety of their residents during times of emergency. A key activity which follows the approval of the emergency plan is to ensure that the persons who have responsibilities assigned in the plan have received training about those responsibilities, and have had an opportunity to practice in their roles through their participation in exercises. It is the responsibility of the municipality to ensure that their emergency plan meets the specific requirements of the EMCPA, and that appropriate training and exercises have taken place with the persons who have assigned responsibilities under the plan.

In order to verify compliance with the EMCPA regarding the municipal emergency plan, OFMEM requests the following:

- Verification that a copy of the most current version of the municipal emergency plan has been submitted to the Chief, Emergency Management Ontario;
- Verification that the plan contains the required components of:
  - Conformity with the plan of an upper-tier municipality (if applicable);
  - Authorizes municipal employees to take action under the emergency plan where an emergency exists, but has not yet been declared to exist;
  - Specifies procedures to be taken for the safety or evacuation of persons in an emergency area;
  - Designates one or more members of council to exercise the powers of the head of council in their absence;
  - Establishes committees and designates municipal employees to be responsible for reviewing the plan, training employees in their functions and implementing the plan during an emergency;
  - Provides for obtaining and distributing materials, equipment and supplies during an emergency;
  - Provides for other matters considered necessary or advisable for the implementations of the emergency plan;
  - Assigns responsibilities to municipal employees, by position, respecting the implementation of the emergency response plan; and



- Sets out procedures to notify the members of the municipal emergency control group about an emergency.
- A copy of the municipality's by-law which adopts the most current version of the municipal emergency plan. This may be the same by-law that adopts the municipality's emergency management program, or it may be a separate by-law.

## 6. Municipal Emergency Control Group (MECG)

Every municipality is required to have a MECG that is responsible for directing the municipal response during an emergency, including the implementation of the municipal emergency plan. Members of the MECG must be appointed by Council, and participate in annual training and an annual emergency exercise.

### References

O Reg 380/04, Para 12 states:

#### ***Municipal emergency control group***

12. (1) *Every municipality shall have a municipal emergency control group.*
- (2) *The emergency control group shall be composed of,*
  - (a) *such officials or employees of the municipality as may be appointed by the council;*
  - and*
  - (b) *such members of council as may be appointed by the council.*
- (3) *The members of the group shall complete the annual training that is required by the Chief, Emergency Management Ontario.*
- (4) *The group shall direct the municipality's response in an emergency, including the implementation of the municipality's emergency response plan.*
- (5) *The group shall develop procedures to govern its responsibilities in an emergency.*
- (6) *The group shall conduct an annual practice exercise for a simulated emergency incident in order to evaluate the municipality's emergency response plan and its own procedures.*
- (7) *If determined necessary as a result of the evaluation under subsection (6), the group shall revise its procedures and shall make recommendations to the council for the revision of the municipality's emergency response plan.*
- (8) *The group may at any time seek the advice and assistance of the following:*
  1. *Officials or employees of any level of government who are involved in emergency management.*

- 2. Representatives of organizations outside government who are involved in emergency management.*
- 3. Persons representing industries that may be involved in emergency management.*

Regarding the MCEG training requirements, on 2018-02-06 the Fire Marshal and Chief, Emergency Management Ontario issued Guidance Note 2018-01-01 that stated:

*In addition, all members of the MCEG, as designated under O Reg 380/04, s. 12, are required to annually demonstrate an adequate level of training in each of the following areas:*

- Knowledge of all of the components of the municipal Emergency Management program, including, but not limited to the municipal HIRA and Critical Infrastructure list;*
- Knowledge of their municipality's Municipal Emergency Plan, including their roles and responsibilities, and those of organizations which may have a role in response;*
- Knowledge of the procedures used to activate and operate under the Municipal Emergency Plan;*
- Knowledge of the notification procedures used to notify members of the MCEG when the Municipal Emergency Plan is activated; and*
- Knowledge of the location, communications infrastructure and technology in their municipal Emergency Operations Centre.*

## **Interpretation and Verification Requirements**

Every municipality must have a MCEG appointed, who is responsible to direct the municipal response during times of emergency. There are four key considerations regarding the MCEG:

- The members of the MCEG must be appointed by Council, and they must be municipal officials, municipal employees or members of Council. It should be noted that each member of the MCEG must be specifically appointed either by name or position. This includes persons who may be considered alternate members of the MCEG. It is not acceptable to simply list a representative of a particular organization. The appointment must specifically appoint someone either by name or position;
- There must be MCEG procedures developed which guide the MCEG in executing their responsibilities;
- All MCEG members, including those who may be considered alternate MCEG members, must verify that they have received an adequate amount of training in each of the following areas:

- Knowledge of all of the components of the municipal Emergency Management program, including, but not limited to the municipal HIRA and Critical Infrastructure list;
- Knowledge of their municipality's Municipal Emergency Plan, including their roles and responsibilities, and those of organizations which may have a role in response;
- Knowledge of the procedures used to activate and operate under the Municipal Emergency Plan;
- Knowledge of the notification procedures used to notify members of the MCEG when the Municipal Emergency Plan is activated; and
- Knowledge of the location, communications infrastructure and technology in their municipal Emergency Operations Centre.; and
- All MCEG members, including those who may be considered alternate MCEG members, must participate in an annual exercise, which evaluates the municipal emergency plan and MCEG procedures. There must be an exercise evaluation completed following the exercise, and if required, recommendations to amend the municipal emergency plan may be made to Council.
  - If a municipality has experienced an emergency or significant incident during the year, which meets the following criteria:
    - The duration of the emergency or incident was at least 48 hours;
    - The MCEG was convened and met at least three times;
    - The PEOC was notified of the incident at the time that it occurred;
    - The required response to the incident or emergency was outside of routine response procedures; and
    - An after-action review or debriefing was conducted, and written lessons learned report was generated from this review;

the municipality may apply for an exemption to the exercise requirement. It is strongly recommended that this application be made as early as possible, so that there is still time to conduct an exercise if this application is not successful. Please speak to your Field Officer for more information regarding this application process. Please note that any request for an exercise exemption must be received by September 1<sup>st</sup> of the current year in order to be considered.

Therefore, in order to verify compliance with the EMCPA regarding the MCEG, and its related activities, OFMEM requests the following:

- A list of the MCEG members, including evidence that the members of the MCEG were appointed by council;
- A copy of the MCEG procedures;

- Verification that all members of the MCEG have met the training requirements as detailed above; and
- A description of the exercise which includes:
  - The details of the exercise, including the date and type of exercise that was conducted;
  - The aim of the exercise;
  - A list of exercise participants; and
  - Any identified areas for improvement, including proposed corrective actions.

## 7. Emergency Operations Centre (EOC)

Every municipality in Ontario is required to establish an EOC to be used by the MCEG during emergencies. The EOC must have the appropriate technological and telecommunications infrastructure to allow for effective communication with the MCEG.

### References

O Reg 380/04, Para 13 states:

#### ***Emergency operations centre***

*13. (1) Every municipality shall establish an emergency operations centre to be used by the municipal emergency control group in an emergency.*

*(2) The emergency operations centre must have appropriate technological and telecommunications systems to ensure effective communication in an emergency.*

### Interpretation and Verification Requirements

Every municipality must establish an EOC to be used by the MCEG during an emergency. The facility designated as the EOC does not need to be a dedicated facility, but it must be able to be immediately occupied by the MCEG during an emergency.

Regarding the technological and telecommunications systems, the specific needs will vary widely between different municipalities. However, universally the technological and telecommunications systems should address the following:

- Who does the MCEG need to communicate with?
- What means are most appropriate and efficient to communicate with these persons or groups?

- Telephone / Cell phone
- Fax
- Email
- Radio system
- In person
- Other
- How does the MCEG share information internally?
  - Telephone / Cell phone
  - Email
  - Dry-erase whiteboards / Flip charts
  - Projectors / LCD screens
  - Printed material
  - Other
- Are there redundancies in place in case of a failure of one or more technological or telecommunications systems?

Therefore, in order to verify compliance with the EMCPA regarding the municipal EOC, OFMEM requests that you confirm the location, including the address of the facility designated as your municipal EOC; and that you confirm that your EOC has appropriate technological and telecommunications systems to ensure effective communications in an emergency.

## 8. Emergency Information Officer (EIO)

Every municipality must designate an employee of the municipality as its EIO, who acts as the primary media and public contact for the municipality in an emergency.

### References

O Reg 380/04, Para 14 states:

#### ***Emergency information officer***

*14. (1) Every municipality shall designate an employee of the municipality as its emergency information officer.*

*(2) The emergency information officer shall act as the primary media and public contact for the municipality in an emergency.*

## Interpretation and Verification Requirements

The designated EIO must be an employee of the municipality. It is the responsibility of the municipality to ensure that the designated EIO is an employee of the municipality, as defined in the Municipal Act, 2001 (refer to section 1 of this guide). The EIO cannot be a member of Municipal Council.

It should be noted that the municipal spokesperson and the EIO are not necessarily the same person. It is therefore acceptable for a member of Council to act as the municipal spokesperson, but not as the EIO. For clarification of the differences between these positions, please contact your Field Officer.

Therefore, in order to verify compliance with the EMCPA regarding the designation of a municipal EIO, OFMEM requests the name and contact information of the designated EIO.

## 9. Public Education

As a part of the municipal emergency management program, efforts must be made to increase awareness among the residents of the municipality about both the specific hazards that are present in the municipality, as well as about emergency preparedness in general.

## References

The EMCPA, Section 2.1 states:

### ***Municipal emergency management programs***

*2.1 (1) Every municipality shall develop and implement an emergency management program and the council of the municipality shall by by-law adopt the emergency management program.*

### ***Same***

*(2) The emergency management program shall consist of,*

- (a) an emergency plan as required by section 3;*
- (b) training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;*

*(c) public education on risks to public safety and on public preparedness for emergencies; and*  
*(d) any other element required by the standards for emergency management programs set under section 14. 2002, c. 14, s. 4.*

## **Interpretation and Verification Requirements**

As stated above, a municipal emergency management program must contain an element of general public education (e.g., information on an emergency preparedness kit). A municipal emergency management program must also contain an element of public education related to risks to public safety (for example, what to do before, during and after a flood or another risk in the HIRA). This public education may take many forms, including, but not limited to:

- Displays or presentations at public events;
- Distribution of flyers or other material through the mail;
- Public Service Announcements on local media;
- Advertisements in local newspapers; and/or
- Information posted on municipal and other websites.

Therefore, in order to validate municipal compliance with the EMCPA regarding public education, OFMEM requests a description of the public programs undertaken during the calendar year for general preparedness and specific hazards as indicated in the municipal HIRA. Specific hazard education may be targeted to populations at risk by the hazard. Not all hazards need to be done each year but should relate to the priorities established by the program committee..

## **10. Emergency Management Program Annual Review**

As a part of their overall responsibilities, the EMPC is required to conduct an annual review of the municipality's emergency management program.

## **References**

The EMCPA, Section 2.1 states:

### **Municipal emergency management programs**

2.1 (1) Every municipality shall develop and implement an emergency management program and the council of the municipality shall by by-law adopt the emergency management program. 2002, c. 14, s. 4.

#### **Same**

(2) The emergency management program shall consist of,

- (a) an emergency plan as required by section 3;
- (b) training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
- (c) public education on risks to public safety and on public preparedness for emergencies; and
- (d) any other element required by the standards for emergency management programs set under section 14. 2002, c. 14, s. 4.

#### **Hazard and risk assessment and infrastructure identification**

(3) In developing its emergency management program, every municipality shall identify and assess the various hazards and risks to public safety that could give rise to emergencies and identify the facilities and other elements of the infrastructure that are at risk of being affected by emergencies.

Further, O Reg. 380/04, Para 11(6) states:

(6) The committee shall conduct an annual review of the municipality's emergency management program and shall make recommendations to the council for its revision if necessary.

### **Interpretation and Verification Requirements**

Given that the EMCPA provides a specific definition of what a municipal emergency management program contains, and that O Reg 380/04 specifically states that the EMPC must conduct an annual review of the municipal EM program, we interpret that to say that this review must include all required components of the EM program, including:

- The municipal emergency plan;
- The training conducted by the municipality;
- The exercises conducted by the municipality;
- The public education program;
- The municipal HIRA; and
- The municipal CI list.



Therefore, in order to verify municipal compliance with the EMCPA requirement for an annual review of the municipal emergency management program by the EMPC, OFMEM requests verification that the above items were reviewed by the EMPC.

## 11. Emergency Management Program By-law

Every municipality is required to adopt their municipal emergency management program through a by-law.

### References

The EMCPA, Section 2.1(1) states:

#### ***Municipal emergency management programs***

*2.1 (1) Every municipality shall develop and implement an emergency management program and the council of the municipality shall by by-law adopt the emergency management program.*

### Interpretation and Verification Requirements

Every municipality must have a by-law, passed by Council, which adopts their municipal emergency management program. This by-law may, through attached schedules, also confirm other requirements of Council, including:

- The adoption of the municipal emergency plan;
- The appointment of the Emergency Management Program Committee membership, including the Chair of the EMPC; and
- The appointment of the Municipal Emergency Control Group membership.

These requirements, however, may also be made through the passage of separate by-laws or Council resolutions, as appropriate.

Therefore, in order to verify municipal compliance with the EMCPA requirement for a by-law adopting the municipal emergency management program, OFMEM requests that a copy of the most current by-law, including any applicable schedules, be submitted to OFMEM.

February 6, 2018

**GUIDANCE NOTE: 2018-01-01**

**Re: ONTARIO REGULATION 380/04 TRAINING REQUIREMENTS**

This guidance note is issued under the provisions of Ontario Regulation 380/04 (O.Reg.380/04). It is the responsibility of every municipal emergency management program coordinator, and Municipal Emergency Control Group (MECG) to follow the Chief, Emergency Management Ontario's guidance as set out in subsection 10. (2) and subsection 12. (3) of O.Reg. 380/04. These training requirements are effective January 1, 2018.

**Background**

Training requirements are set out by the Office of the Fire Marshal and Emergency Management (OFMEM) for all municipalities responsible for an emergency management program in the province of Ontario under the Emergency Management and Civil Protection Act (EMCPA) and it's supporting Ontario Regulation 380/04:

- The emergency management program co-ordinator shall complete the training that is required by the Chief, Emergency Management Ontario. O. Reg. 380/04, s. 10 (2).
- The members of the municipal emergency control group shall complete the annual training that is required by the Chief, Emergency Management Ontario. O. Reg. 380/04, s.12 (3).

**Guidance**

**Emergency Management Program Coordinators**

Municipal emergency management program coordinators, as designated by their municipality under O Reg 380/04 s. 10 (1), will complete the following courses offered by the OFMEM, within one year of their appointment as emergency management program coordinator.

- EM 200 – Basic Emergency Management
- EM 300 – Community Emergency Management Coordinator Course
- IMS 100 – Introduction to Incident Management System (available online)
- IMS 200 – Basic Incident Management System

Emergency management program coordinators that have already completed this training will not be required to repeat it. Notwithstanding the fact that O. Reg. 380/04, s. 10 (2) speaks specifically to the emergency management program coordinator, it is recommended that those appointed as alternate emergency management program coordinators also complete this training.

The EM 240 – Note Taking course is also a valuable course which can assist in ensuring that proper and appropriate records are maintained during an emergency. Although this course is not required, it is strongly recommended for those who have a responsibility during a municipal emergency to maintain records on behalf of the municipality.

Details of OFMEM's training courses can be accessed by following the link to "Take Training" from our website [www.ontario.ca/emo](http://www.ontario.ca/emo).

### **Municipal Emergency Control Group Members**

In addition, all members of the MCEG, as designated under O Reg 380/04, s. 12, are required to annually demonstrate an adequate level of training in each of the following areas:

- Knowledge of all of the components of the municipal Emergency Management program, including, but not limited to the municipal HIRA and Critical Infrastructure list;
- Knowledge of their municipality's Municipal Emergency Plan, including their roles and responsibilities, and those of organizations which may have a role in response;
- Knowledge of the procedures used to activate and operate under the Municipal Emergency Plan;
- Knowledge of the notification procedures used to notify members of the MCEG when the Municipal Emergency Plan is activated; and
- Knowledge of the location, communications infrastructure and technology in their municipal Emergency Operations Centre.

The OFMEM encourages municipalities to strive to conduct training which goes beyond the requirements listed above. OFMEM Emergency Management Field Officers are highly experienced with the planning and delivery of appropriate MCEG training. This could include making suggestions for appropriate topics for this training, facilitating the sharing of training materials that may have been successfully used in other municipalities, or with the delivery of some of the training components.

In order to request this type of assistance, contact your assigned EM Field Officer directly, or contact [AskOFMEM@ontario.ca](mailto:AskOFMEM@ontario.ca) for assistance.



Ross Nichols  
Fire Marshal and Chief, Emergency Management

**From:** Duquette, Lori (MOECC) <Lori.Duquette@ontario.ca>  
**Sent:** Thursday, March 1, 2018 10:13 AM  
**To:** Elaine Gunnell; Patrick Cormier  
**Cc:** Michael Del Monte; Shawn Sadler  
**Subject:** Temagami North Lagoon - Condition 12 of ECA requirements  
**Attachments:** Temagami North Lagoon ECA 1975-AN3RZW.pdf; NWL-01601031 Temagami North Lagoon surface water impact summary report FINAL.pdf; Ministry's Technical Support Temagami North Lagoon Exp study 2017 comments.pdf

Elaine and Patrick,

As you may be aware Exp Services Inc. sent the Ministry the Surface Water Impact Assessment of the Temagami North Lagoon in December 2017 as part of actions required by Environmental Assessment and Permissions Division in lieu of compliance with condition 13 of ECA # 1975-AN3RZW. The study has been reviewed by the Northern Region Technical Support Section. Attached is a memo identifying their assessment of the report and recommended actions.

Condition 13 of ECA # 1975-AN3RZW for the Temagami North Lagoons requires the following actions:

*Before May 25, 2018, the Owner shall submit an application to the Director for the installation of an effluent disinfection system for the Works along with a detailed design drawings, specifications and design calculations for the Proposed Works for approval by the Director.*

However, Environmental Assessment and Permissions Division has permitted the municipality to do the following in lieu of simply complying with the actions required by condition 13 of the ECA:

1. complete a surface impact assessment study of the receiving surface water;
2. submit the study to Tech Support for review and recommendations
3. Before the deadline in condition 13 (i.e. May 25, 2018), submit an application to Environmental Assessment and Permissions Division for amendment of the existing ECA including:
  - a) the Tech Support review and recommendations;
  - b) detailed design brief of the existing sewage works; and
  - c) design specification for an effluent disinfection system if required based on the completed study.

As the completion of the surface water assessment and submission of the report to the Ministry for review by the North Region Technical Support Section were the first two steps in the actions required to be completed, the municipality must ensure that all of the actions required by item 3 noted above are completed prior to the ECA deadline of May 25, 2018.

Please do not hesitate to contact me if you have any questions.

Regards,

**Lori Duquette, Water Inspector/Provincial Officer Badge # 812** | Drinking Water and Environmental Compliance Division – North Bay Office | **Ontario Ministry of the Environment and Climate Change** | 191 Booth Road, Unit 16 & 17, North Bay, Ontario, P1A 4K3 | ph: 705-495-3804 or 1-800-609-5553 | fax: 705-497-6866 | [lori.duquette@ontario.ca](mailto:lori.duquette@ontario.ca)

January 19<sup>th</sup> 2018

## MEMORANDUM

TO: Lori Duquette, Senior Environmental Officer, North Bay Office

FROM: Rod Sein, Surface Water Specialist, Northern Region

RE: North Temagami Lagoon EXP 2017 study Net Lake

This memo addresses the October 26th, 2017 Surface Water Impact Assessment-Temagami North Lagoon final report prepared by exp Services Inc. The exp report was requested by MOECC to support the request of the Municipality to remove condition 12 of the ECA regarding the installation of an *E. coli* disinfection system for treatment of the final effluent prior to discharge into Net Lake. *E.coli* disinfection is generally not required in properly operating lagoon systems. The 2008 Sewage Design Guideline document recommends two criteria for *E.coli* counts in final effluent. The monthly geometric mean counts should not exceed 200 organisms per 100mL in any STP discharge. This may be relaxed if the effluent is shown to cause no *“adverse effects on downstream beneficial water uses.”* In the case where there is combined sewage overflows, and *“where the sewage discharge affects swimming and bathing beaches and other areas where there a health concerns”* the effluent must be disinfected and counts cannot exceed 1000 organisms per 100 mL. The PWQO for *E.coli* is 100 organisms per 100mL.

### Background

The ECA specifies monthly sampling for *E.coli* in the final effluent. Prior to 2006, more than one sample was collected enabling a geometric mean to be calculated. In 2011, extremely elevated *E. coli* counts were measured in the final effluent during the winter months, (January-April). In years preceding and after 2011, *E. coli* counts of this magnitude were sporadic in nature however counts did exceed 1000 organisms per 100 mL 12X and over 200 organisms per 100mL 40X. Elevated counts were mostly

observed during the winter months. Counts of this magnitude strongly suggest that the lagoon is not operating properly.

Jan. 2006	38,000
Jan. 2011	83,200
Feb. 2011	220,000
Mar. 2011	70,000
Apr. 2011	60,000
Jan. 2012	2,400
Feb. 2013	19,400
Jan. 2014	1,600
Jan.2017	5600
Mar.2017	2700
Dec.2017	2700

The effluent discharges into Net Lake which is a recreational water body.

In addition to reviewing the exp report, I examined lagoon *E. coli* data for the period 2002-2017 in conjunction with weather data from the closest station located at Earlington airport.

### Receiving waters

Net Lake (759 ha., mean depth 8.1m maximum depth 42.7m) has two main basins, west and east that are separated by a narrows. There is a public beach in the east basin as well as a municipal drinking water intake. The intake is located approximately 500m north of the lagoon's outfall. Both of these features are upstream of the lagoon's discharge as the lake flows in a southwesterly direction into Cassels Lake. The exp study was requested so that the impact of the lagoon's effluent on Net Lake could be determined. The following comments pertain to the report and address the conclusions and recommendations contained therein.

1. A total of 15 discrete sites within Net Lake were sampled by exp staff during the months of May-August 2017. One water sample was collected at each site. *E.coli* counts were all well below PWQO. The highest count (53 organisms per 100mL) was found at a background location located in the narrows between the two basins of the lake.
2. A model (WASP 8) was used to simulate *E.coli* dispersion from the outfall by using a conservative tracer. This is a commonly used approach. The results of the model were somewhat predictive of nearfield counts but did not accurately predict bacteria counts in the background station.
3. No in situ monitoring was used to supplement the model therefore there is uncertainty as to the behavior of the outfall plume from the lagoons.
4. *E.coli* counts from May-August were very low (5 organisms per 100mL). Since there is only one data point from the lagoon *E.coli* variability is unknown. If counts remained low throughout May-August then the higher counts observed upstream at background station 2 are likely from another source as mentioned.

5. Since the high effluent counts typically occur in the winter, the only sector of the population that may be at risk would be ice-fishers in the near field of the outfall. However this would have to involve both the presence of high *E. coli* counts in the lake water as well as the consumption of this contaminated raw lake water. Since no winter sampling has occurred when the *E. coli* counts were highest (>1000) the impact of these high counts on Net Lake remains unknown.
6. In my analysis of the *E.coli* and weather data, I discovered a positive correlation between summer total precipitation and winter *E. coli* counts. This does provide some insight into the sporadic nature of the elevated counts (years with more summer rain may lead to higher *E. coli* in the winter...less rain lower counts). It may suggest that short circuiting of the effluent is occurring, but there are certainly other factors, both physical and environmental that may contribute to the high variability observed in *E.coli* counts e.g. Ice cover, snowfall, runoff.
7. Based on my assessment of the historic data from the municipality, the lagoon cannot consistently produce *E. coli* counts that are within provincial guidelines during the winter months. As discussed above the reasons may be related to summer rainfall and effluent short circuiting.

## Recommendations

1. Since short circuiting of the effluent may be occurring, an assessment of the lagoons is necessary. Dredging maybe required to provide better mixing and more detention time of the effluent.
2. I would like to see an increase the monitoring frequency of *E. coli* to weekly so that bacterial variability can be assessed.
3. Since the highest *E. coli* counts occur in the winter months, winter monitoring of conditions under the ice would help to assess bacterial water quality near the lagoon outfall.
4. Use of in situ techniques to map outfall dispersion would be beneficial (e.g. dye study).

Rod Sein



RS/rs/

# Municipality of Temagami

## Surface Water Impact Assessment – Temagami North Lagoon

### Type of Document:

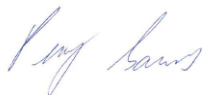
Final Report

### Project Name:

Surface Water Impact Assessment – Temagami North Lagoon

### Prepared By:

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Date Submitted:  
2017-10-26





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# Table of Contents

<b>Municipality of Temagami .....</b>	<b>i</b>
<b>Legal Notification .....</b>	<b>ii</b>
<b>Table of Contents.....</b>	<b>iii</b>
<b>1 Introduction.....</b>	<b>1</b>
<b>2 Scope of Investigation .....</b>	<b>1</b>
2.1 Data Review and Consultation.....	1
2.2 Surface Water Monitoring .....	1
2.3 Preparation of Dispersion Model .....	2
<b>3 Findings.....</b>	<b>2</b>
3.1 Net Lake Hydrology and Lagoon Outflow .....	2
3.2 Surface Water Monitoring Results .....	3
3.3 Dispersion Model Output .....	3
<b>4 Summary and Discussion .....</b>	<b>4</b>
<b>5 Conclusions .....</b>	<b>5</b>
<b>Appendix A – Drawings.....</b>	<b>6</b>
<b>Appendix B – Monitoring Results .....</b>	<b>7</b>
<b>Appendix C – WASP8 Model Input and Output.....</b>	<b>8</b>

# 1 Introduction

**Exp** Services Inc. (**exp**) was retained by the Municipality of Temagami (“the Municipality”) to provide a detailed surface water assessment report of E. coli from the Temagami North Lagoon to the receiving lake (Net Lake). The report is required to address the potential removal of Condition 12 of the Temagami North Lagoon’s Environmental Compliance Approval (“ECA”), which stipulates the installation of a disinfection system for the sewage works.

The surface water impact assessment was based on surface water quality monitoring and dispersion modelling.

## 2 Scope of Investigation

The following was undertaken to complete the scope of work for this project:

### 2.1 Data Review and Consultation

**Exp** attended meetings in person or via telephone. Meeting participants included Municipality personnel and personnel from the Ministry of Environment and Climate Change (MOECC). The objective of the meeting was to establish information requirements and expectations of the MOECC and to gather information for the study.

**Exp** reviewed the following information on the Temagami North Lagoon and Net Lake, as provided by the Municipality and other sources:

- Amended Environmental Compliance Approval Number 9498-9V7J5Y for the Temagami North Lagoon.
- Effluent discharge sample data from the Temagami North Lagoon.
- A preliminary E. coli dispersion estimation from Ontario Clean Water Agency (OCWA).
- A letter from OCWA dated September 23, 2015 concerning Condition 12 of the ECA.
- Net Lake mean level and flow data for hydrot stations 02DC010 and 02JE028 from Environment Canada data.
- Net Lake Broad-scale Fisheries Monitoring Bulletin from Ontario Ministry of Natural Resources and Forestry (ONRF), generated March 4, 2016.
- Net Lake bathymetry map by ONRF, generated from survey data obtained August 1970.
- Net Creek Dam compliance monitoring graph, 2014. From Matabitchuan River Water Management Plan Standing Advisory Committee 2014 Annual Report.
- Temagami North Drinking Water System 2015 Annual/Summary Report by OCWA.

### 2.2 Surface Water Monitoring

**Exp** conducted a surface water monitoring program of Net Lake in the vicinity of the Temagami North lagoon. A total of six surface water monitoring locations were established in Net Lake. Drawing 1 shows the surface water monitoring locations, which included two background monitoring locations upstream of the lagoon (Background-1 and Background-2), a station at the location of Temagami North drinking water system intake, (DW) a station adjacent to the lagoon outlet (Lagoon), a station in the central part of east Net Lake downstream of the lagoon (NL), and a station in Outlet Bay upstream of the Net Creek Dam outflow (OB).

**Exp** conducted monitoring on May 4, June 15, July 13 and August 9, 2017. Field monitoring included measurements of water temperature, dissolved oxygen and conductivity at each monitoring station. Water samples were collected at either one, two or three depth intervals at each station (depending on water depth): 1 m below water surface, 3 m below water surface and 1 m above lake bottom. The samples were collected using a Van Dorn sampler. The water samples were submitted to AGAT Laboratories for analysis of E. coli, total phosphorus

and pH. Information on sampling locations and specifications are provided in Table 2.1. Field measurements and analytical results are provided in Appendix B.

## 2.3 Preparation of Dispersion Model

**Exp** developed a preliminary dispersion model for the Temagami North Lagoon outflow into Net Lake.

For the numerical dispersion model, the US-EPA Water Quality Analysis Simulation Program (WASP) was used. **Exp** used the WASP8 version. This model is a dynamic compartment-modeling program for aquatic systems which allows for investigation of 1, 2, and 3 dimensional systems and a number of pollutant types. WASP allowing for time varying processes of advection, dispersion, point and diffuse mass loading and boundary exchange. WASP8 has a pre-processor, a data processor, and a graphical post-processor that enable the modeler to run WASP and evaluate model results both numerically and graphically.

The WASP8 system consists of two stand-alone computer programs, DYNHYD5 and WASP8. The hydrodynamics program, DYNHYD5, simulates the movement of water while the water quality program, WASP6, simulates the movement and interaction of pollutants within the water. The basic principle of both the hydrodynamics and water-quality program is the conservation of mass. The water volume and water-quality constituent masses being studied are tracked and accounted for over time and space using a series of mass balancing equations. The hydrodynamics program also conserves momentum, or energy, throughout time and space.

For Temagami North Lagoon outflow to Net Lake, **exp** used WASP8's Advanced Toxicant model type with Euler solution for fluid flow. A conservative "Tracer Solid" was used to simulate the dispersion of e. coli. We selected the Kinematic Wave hydrodynamic flow option to simulate advective flow. Kinematic Wave simulated one-dimensional flow wave propagation and resulting variations in flow, depths and velocities for the model system. A total of seven (7) segments were constructed; however, one segment (N.Net Lake) was not incorporated into the flow simulation. Three flow systems were incorporated into the model, including Main Flow from the west and northwest parts of Net Lake, North Flow from the northeast section of Net Lake and Lagoon, which simulated lagoon outflow into Net Lake. Outflow for the model was established at a boundary at the Downstream segment.

The model was run for the time interval between January 15, 2014 and July 15, 2016. Net Lake outflow input data for this time period was based on Environment Canada measurements at the Net Creek Dam HYDAT station. Temagami North Lagoon outflow and E. coli. input data for this time period was based on data provided by the Municipality.

A schematic of the model segments and input parameters for the WASP8 model are provided in Appendix C.

# 3 Findings

## 3.1 Net Lake Hydrology and Lagoon Outflow

Net Lake is part of the Matabitchuan River System, which is controlled due to the presence of the Ontario Power Generation Inc. Matabitchuan Generating Station. The Matabitchuan River Water Management Plan dictates operational plans and activities, including control and monitoring at the three dams: the Net Lake Dam, the North Milne Dam and the Rabbit Lake Dam.

MNRF (2016) state that Net Lake has a surface area of 759 hectares, a maximum depth of 42.7 m and an average depth of 8.1 m. Net Lake has a large catchment, with numerous streams discharging into the north, west and south sides of the lake. Outflow is at the southeast end of Net Lake into Net Creek, which is controlled by the Net Creek Dam. The Matabitchuan River Water Management Plan dictates that the Net Creek Dam control the water level at a maximum of 297.05 m above mean sea level (asl), a minimum of 295.30 m asl between the fall and spring and a summer minimum of 296.16 m asl. Net Creek discharges to Cassels Lake approximately 500 m downstream of the Net Creek Dam.

Between 2010 and 2015, average outflow at the Net Creek Dam was just under 5 cubic metres per second ( $\text{m}^3/\text{s}$ ). During this period, the minimum monthly average flow was  $0.25 \text{ m}^3/\text{s}$  and the maximum monthly average flow was  $26.6 \text{ m}^3/\text{s}$ . Seasonal high flows were in the spring and seasonal low flows were in the summer.

The Temagami North Lagoon outflows to the south-central part of Net Lake, approximately 600 m east of the Highway 11 bridge. The lagoon is downstream of the west and northwest parts of Net Lake, and upstream of the northeast and east parts of Net Lake. The lagoon is approximately 5 km upstream of the Net Creek Dam.

Between 2010 and 2016, average outflow at the Temagami North Lagoon was  $0.0036 \text{ m}^3/\text{s}$ . During this period, the minimum monthly average flow was  $0 \text{ m}^3/\text{s}$  and the maximum monthly average flow was  $0.024 \text{ m}^3/\text{s}$ . Seasonal high flows were in the winter and seasonal low flows were in the fall.

Between 2010 and 2016, the average E. coli. level in the Temagami North Lagoon effluent was 5,500 cfu/100 mL. However, this average appears to be skewed by unusually high levels in the winter and spring of 2011. When these levels are removed from the dataset, the average E. coli. level in the Temagami North Lagoon effluent was 457 cfu/100 mL. During this period, the minimum monthly average E. coli. level effluent was 5 cfu/100 mL and the maximum monthly average E. coli. level effluent was 220,000 cfu/100 mL. Seasonal high e. coli. Levels were in the winter and seasonal low E. coli levels were in the summer.

The Temagami North Drinking Water System's facilities are located approximately 0.3 km north of the lagoon. The water intake for the drinking water system is located in the northeast part of Net Lake, approximately 0.5 km upstream of the lagoon outflow point. OCWA (2016) stated that the intake is located 10 m below the low water level of the lake. The system is approved for the taking of water at a maximum of  $460 \text{ m}^3/\text{day}$  and a maximum rate of 456 L/minute. E. coli. was not detected in a total of fifty-two (52) raw water samples from the drinking water system in 2015.

### 3.2 Surface Water Monitoring Results

Analytical results and field measurements for the Net Lake surface water monitoring are provided in Appendix B. Analytical results for E. coli, total phosphorus and pH are presented graphically in Figures B.1 and B.2.

E. coli. was detected in the water samples immediately downstream of the Temagami North Lagoon outflow. The Lagoon-S, Lagoon-M and Lagoon-D stations detected E. coli at least once in the four sampling events.

However, E. coli was also detected consistently in the samples from Background-2, which is located approximately 500 m west (and supposedly upstream) of the lagoon. Additionally, E. coli. was detected in water samples from all locations (except the NL location) in the August 9 water samples. This included the highest E. coli level – 53 CFU/mL in the deep sample from Background 2. This results appears to be anomalous.

Total phosphorus generally ranged between 0.005 mg/L and 0.015 mg/L in the water samples, with no apparent pattern related to the lagoon outflow. The highest total phosphorus level of 0.029 mg/L was recorded in the June 15 sample from Background-2S.

The pH levels generally ranged between 7.10 and 7.60 in the water samples, with no apparent pattern related to the lagoon outflow. The highest pH level of 7.68 was recorded in the June 15 sample from OB-D and the lowest pH level of 6.51 was recorded in the May 4 sample from Background-2S.

### 3.3 Dispersion Model Output

As described in Section 2.3, a conservative tracer was used to simulate the dispersion of e. coli. in the WASP8 model. The tracer was loaded to the Lagoon model segment based on monthly average E. coli concentrations in raw effluent and lagoon outflows from 2014 to 2016. Output from the WASP8 model is provided in Appendix C. The modelled tracer concentrations in the Lagoon, CentralNetLake, Downstream and Upstream segments are shown graphically in Figure C.1 to Figure C.4.

The model output showed tracer concentration in the Lagoon segment fluctuating between 0.1 mg/L and 9.5 mg/L. The Upstream model segment showed the tracer to essentially be not be present (consistently <0.2 mg/L). Further downstream from the Lagoon tracer loadings, the model segment CentralNetLake showed the tracer to fluctuate between 0.1 mg/L and 1.75 mg/L. In the Downstream segment, the tracer fluctuated between 0.1 mg/L and 1.6 mg/L.

## 4 Summary and Discussion

The findings of this study indicate that the Temagami North Lagoon is discharging to Net Lake, and that the dispersion of effluent appears to be influenced by a complex hydrodynamic system.

Data on the Temagami North Lagoon show that average outflow was 0.0036 m<sup>3</sup>/s between 2010 and 2016, ranging between 0 and the maximum monthly average flow was 0.024 m<sup>3</sup>/s. Seasonal high flows were in the winter and seasonal low flows were in the fall. During this time period, the average E. coli. level in raw effluent was 5,500 cfu/100 mL ranging between a minimum monthly average of 5 cfu/100 mL and a maximum monthly average of 220,000 cfu/100 mL. Seasonal high e. coli. levels were in the winter and seasonal low E. coli levels were in the summer.

Water quality monitoring in May, June, July and August 2017 showed E. coli. consistently detected in samples closest to the Lagoon outflow. However, E. coli was also consistently detected in samples from the Background-2 station, which was 500 m west (and technically upstream) of the lagoon outflow. E. coli was also detected in multiple locations in the August samples, including stations in northeast Net Lake (again, technically upstream of the lagoon outflow).

Utilizing the US-EPA WASP8 modeller, a dispersion model for Net Lake downstream of the lagoon was constructed. A conservative tracer was used to simulate E. coli dispersion. The model showed a dispersion pattern that had tracer concentration fluctuating between 0.1 mg/L and 9.5 mg/L immediately downstream of the lagoon outflow, fluctuating between 0.1 mg/L and 1.75 mg/L in the central segment of the model and fluctuating between 0.1 mg/L and 1.6 mg/L in the downstream boundary segment of the model.

The WASP8 model output showed tracer concentration fluctuation (between 0.1 mg/L and 9.5 mg/L) in the Lagoon segment. These results are somewhat similar to the E. coli. fluctuations in the water samples from the Lagoon monitoring station on Net Lake ("non-detect" to 10 CFU/100 mL).

However, model outputs for other segments do not correlate with the 2017 water quality monitoring results from Net Lake, including the persistence presence of E. coli. in Background-2 samples, the detection of E. coli. in the northeast part of Net Lake (Background-1 and DW stations) and the high E. coli. count in the August sample from the west end of Net Lake. These results suggest that other potential sources of E. coli. may be contributing to water quality in Net Lake. However, the E. coli levels at the Background-2 station may also be attributable to eddies, backflow, calm-water dispersion or other hydrodynamic patterns in Net Lake. It is possible that the Temagami North lagoon may be the source of E. coli at Background-2.

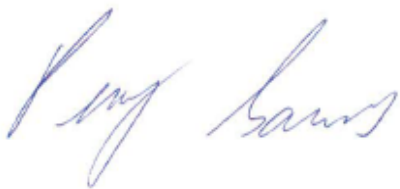
## 5 Conclusions

The preliminary findings indicate that outflow from the Temagami North Lagoon is impacting Net Lake and E. coli. is being dispersed downstream of the lagoon.

A more rigorous study, including a more detailed field monitoring program, is required to characterize the hydrodynamics of Net Lake downstream of the lagoon. This characterization is necessary in order to properly simulate the dispersion of E. coli. in Net Lake.

Yours truly,

**exp** Services Inc.

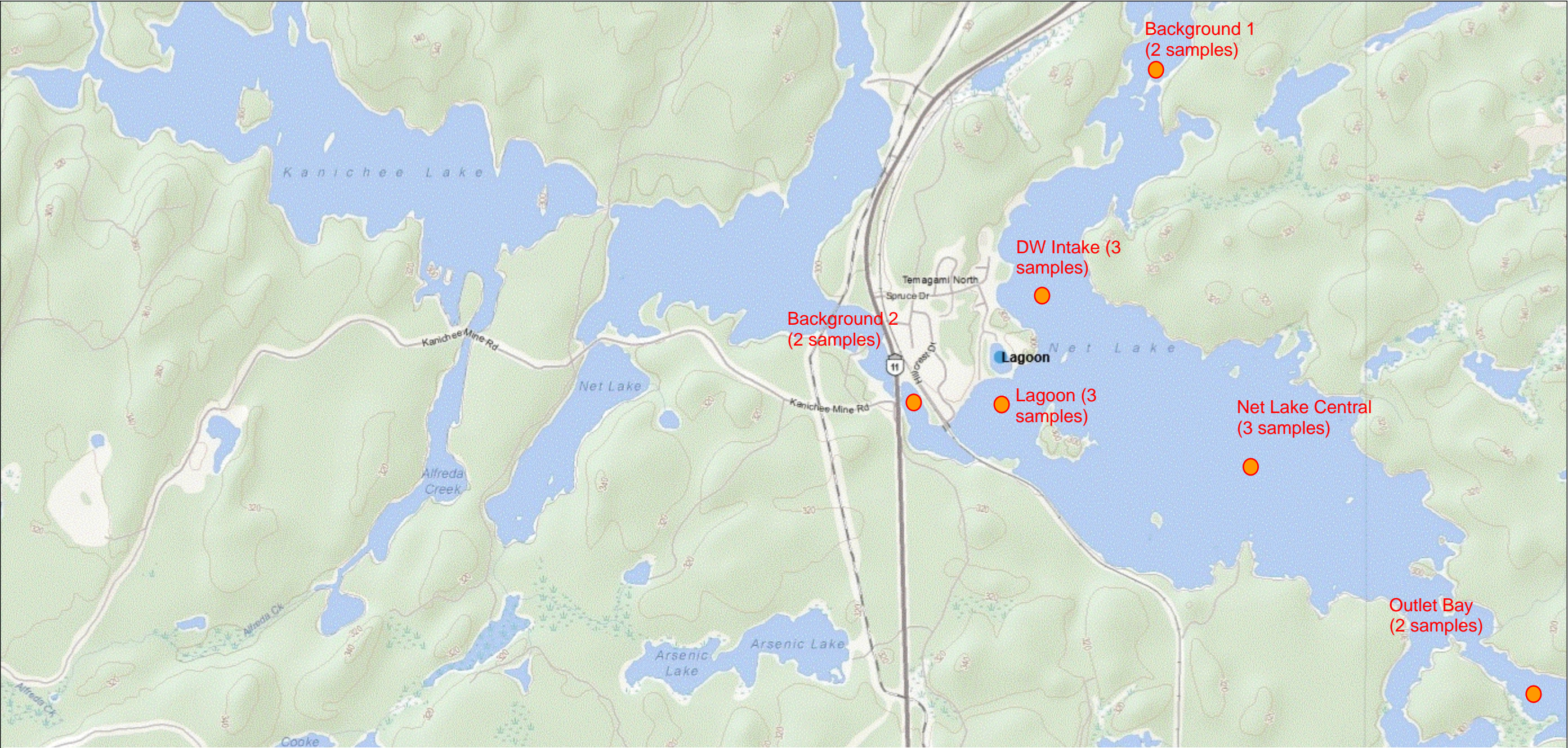


Perry Sarvas, P.Geo.  
Senior Hydrogeologist  
Earth & Environmental



## Appendix A – Drawings





### Legend

- Building as Symbol
- Building to Scale
- Airport
- Helipoint \ Hospital Helipoint
- Seaplane Base
- Ferry Route
- Trail Head \ Trail
- Railway \ Train Station
- Railway with Bridge
- Railway with Tunnel
- Road (Major \ Minor)
- Winter Road
- Road with Bridge
- Road with Tunnel
- Primary, Kings or 400 Series Highway
- Secondary Highway
- Tertiary Highway
- District, County, Regional or Municipal Road
- Toll Highway
- One Way Road
- Road with Permanent Blocked Passage
- Road with Address Ranges
- Hydro Line, Communication Line or Unknown Transmission Line
- Natural Gas Pipeline, Water Pipeline or Unknown Pipeline
- Spot Height
- Index Contour
- Contour
- Wooded Area
- Wetland
- Waterbody
- Waterbody Elevation
- Watercourse
- Falls
- Rapids
- Rapids \ Falls
- Rapids
- Rocks
- Lock Gate
- Dam \ Hydro Wall
- Dam \ Hydro Wall
- Provincial \ State Boundary
- International Boundary
- Upper Tier \ District
- Municipal Boundary
- Lower Tier \ Single Tier
- Municipal Boundary
- Lot Line
- Indian Reserve
- Provincial Park
- National Park
- Conservation Reserve
- Military Lands

PROJECT NO.:	DWN.:
SUD-00003358-AE	JN
SCALE:	CHKD.:
AS SHOWN	PS
DATE:	FIGURE:
APRIL 2017	A.5

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PROJECT TITLE AND LOCATION:  
MONITORING LOCATIONS – AUGUST 2016  
MERRICK WASTE DISPOSAL SITE  
NORTH BAY, ON  
CITY OF NORTH BAY

PROJECT NO.:	DWN.:
SUD-00003358-AE	JN
SCALE:	CHKD.:
AS SHOWN	PS
DATE:	FIGURE:
APRIL 2017	A.5



## Appendix B – Monitoring Results

Analytical results from Net Lake monitoring stations, May to August 2017

Sample Description	Background-1S	Background-1B	Background-2S	Background-2B	DW-S	DW-M	DW-D	Lagoon-S	Lagoon-M	Lagoon-D
<b>Escherichia coli (CFU/100 mL)</b>										
May 4, 2017	-	-	2	ND	ND	ND	ND	2	-	4
June 15, 2017	ND	ND	4	2	ND	ND	ND	10	-	10
July 13, 2017	1	ND	1	4	ND	ND	ND	ND	ND	ND
August 9, 2017	2	ND	14	53	3	1	ND	2	1	ND
<b>Total Phosphorus (mg/L)</b>										
May 4, 2017	-	-	0.010	0.010	0.010	0.011	0.011	0.008	-	0.012
June 15, 2017	0.007	0.018	0.029	0.010	0.010	0.009	0.009	0.013	-	0.013
July 13, 2017	0.008	0.008	0.007	0.008	<0.006	0.008	0.008	0.007	0.008	0.006
August 9, 2017	0.010	0.012	0.013	0.018	0.011	0.010	0.016	0.009	0.010	0.012
<b>pH</b>										
May 4, 2017	-	-	6.51	7.01	7.23	7.28	7.28	7.26	-	7.27
June 15, 2017	7.25	7.63	7.54	7.56	7.67	7.66	7.62	7.64	-	7.63
July 13, 2017	7.14	7.11	7.07	7.07	7.12	7.11	7.13	7.12	7.11	7.13
August 9, 2017	7.42	7.52	7.41	7.49	7.49	7.48	7.41	7.48	7.49	7.40

Sample Description	NL-S	NL-M	NL-D	OB-S	OB-D
<b>Escherichia coli (CFU/100 mL)</b>					
May 4, 2017	ND	ND	ND	ND	ND
June 15, 2017	ND	ND	ND	ND	ND
July 13, 2017	1	ND	ND	ND	1
August 9, 2017	ND	ND	ND	1	11
<b>Total Phosphorus (mg/L)</b>					
May 4, 2017	0.012	0.010	0.010	0.011	0.016
June 15, 2017	0.010	0.012	0.010	0.012	0.010
July 13, 2017	0.010	<0.006	0.008	<0.006	<0.006
August 9, 2017	0.011	<0.006	0.009	0.01	0.014
<b>pH</b>					
May 4, 2017	7.29	7.30	7.30	7.33	7.29
June 15, 2017	7.65	7.62	7.63	7.67	7.68
July 13, 2017	7.13	7.10	7.11	7.19	7.24
August 9, 2017	7.48	7.49	7.42	7.53	7.52

Field monitoring results at Net Lake monitoring stations, May to August 2017

Sample Description	Background-1S	Background-1B	Background-2S	Background-2B	DW-S	DW-M	DW-D	Lagoon-S	Lagoon-M	Lagoon-D
<b>Temperature (°C)</b>										
May 4, 2017	-	-	6.00	-	6.00	4.20	4.20	5.70	-	5.70
June 15, 2017	-	-	-	-	-	-	-	-	-	-
July 13, 2017	20.80	-	20.90	21.00	21.00	20.80	-	21.30	21.30	-
August 9, 2017	20.20	19.80	21.30	19.60	21.00	8.50	-	21.40	8.70	-
<b>Dissolved Oxygen (mg/L)</b>										
May 4, 2017	-	-	11.01	-	13.60	1.97	0.79	11.80	-	11.68
June 15, 2017	-	-	-	-	-	-	-	-	-	-
July 13, 2017	10.10	-	8.10	8.10	10.20	6.00	-	11.10	9.20	-
August 9, 2017	6.80	7.20	7.50	7.00	7.40	7.80	-	8.00	8.80	-
<b>Conductivity (S/cm)</b>										
May 4, 2017	-	-	0.00	-	0.00	0.00	0.00	0.00	-	0.00
June 15, 2017	-	-	-	-	-	-	-	-	-	-
July 13, 2017	0.07	-	0.05	0.05	0.08	0.07	-	0.06	0.06	-
August 9, 2017	0.08	0.08	0.22	0.21	0.07	0.05	-	0.23	0.15	-

Sample Description	NL-S	NL-M	NL-D	OB-S	OB-D
<b>Temperature (°C)</b>					
May 4, 2017	5.20	4.20	3.80	5.30	5.20
June 15, 2017	-	-	-	-	-
July 13, 2017	21.40	16.60	-	21.60	20.60
August 9, 2017	20.70	9.60	-	20.90	19.60
<b>Dissolved Oxygen (mg/L)</b>					
May 4, 2017	11.64	11.17	11.10	14.22	5.60
June 15, 2017	-	-	-	-	-
July 13, 2017	10.20	8.00	-	10.20	7.80
August 9, 2017	7.80	7.80	-	7.60	5.40
<b>Conductivity (S/cm)</b>					
May 4, 2017	0.00	0.00	0.00	0.00	0.00
June 15, 2017	-	-	-	-	-
July 13, 2017	0.07	0.06	-	0.08	0.09
August 9, 2017	0.10	0.12	-	0.11	0.10

Figure B.1. E. coli levels in Net Lake monitoring stations, May to August 2017

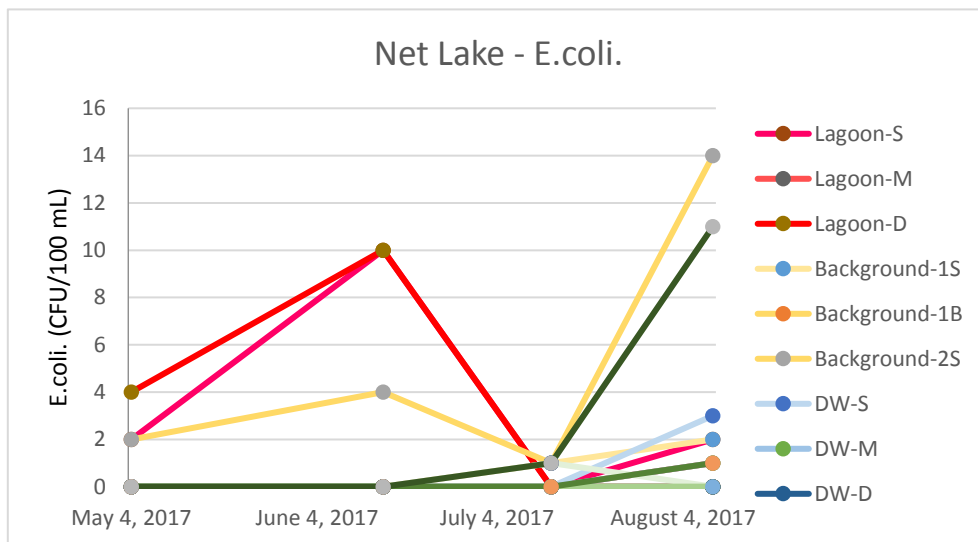
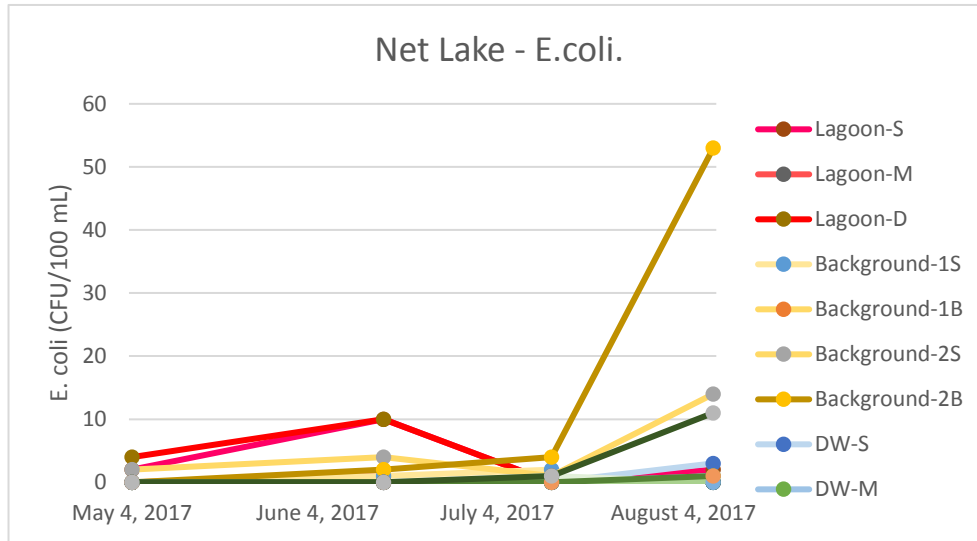
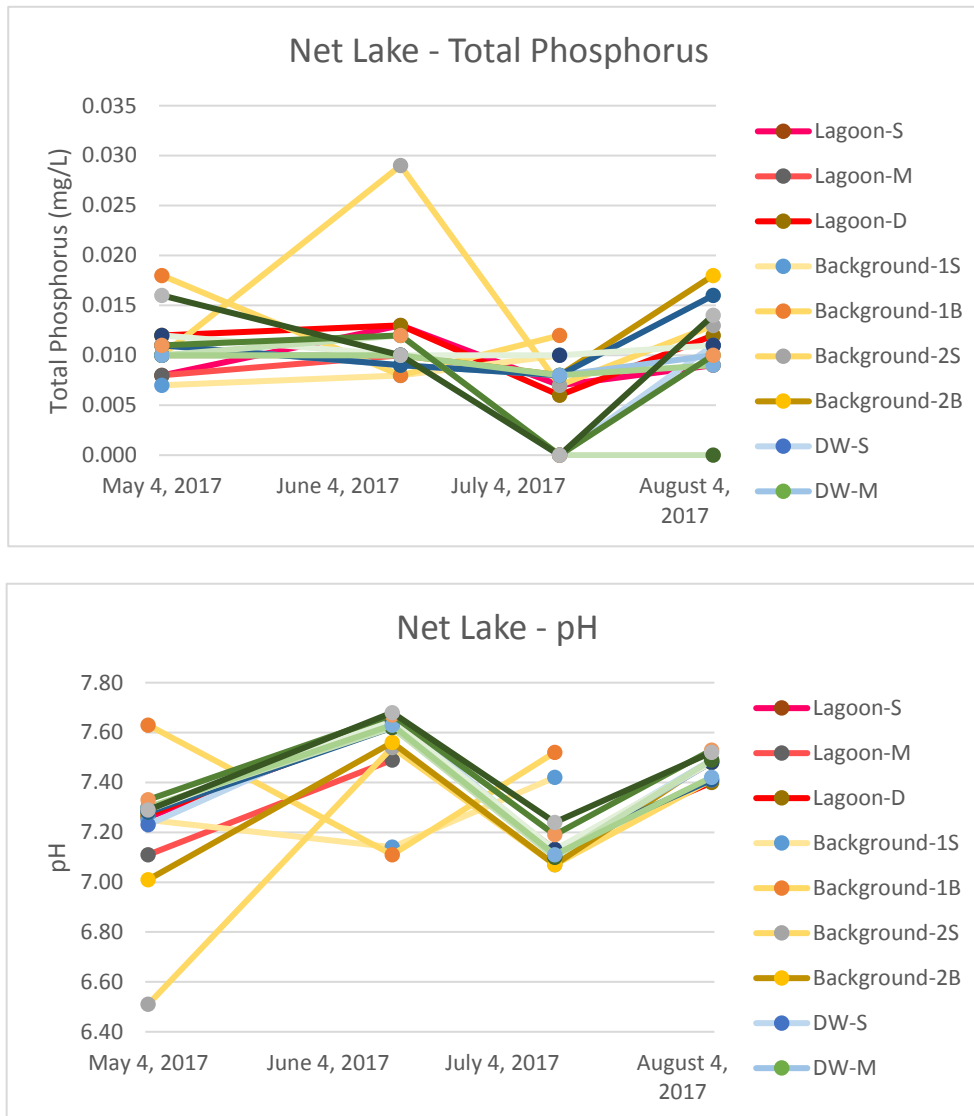


Figure B.2. Total Phosphorus and pH levels in Net Lake monitoring stations, May to August 2017



## Appendix C – WASP8 Model Input and Output

Figure C.1. WASP 8 Model Output  
Tracer concentration in Lagoon segment, 2014 - 2016

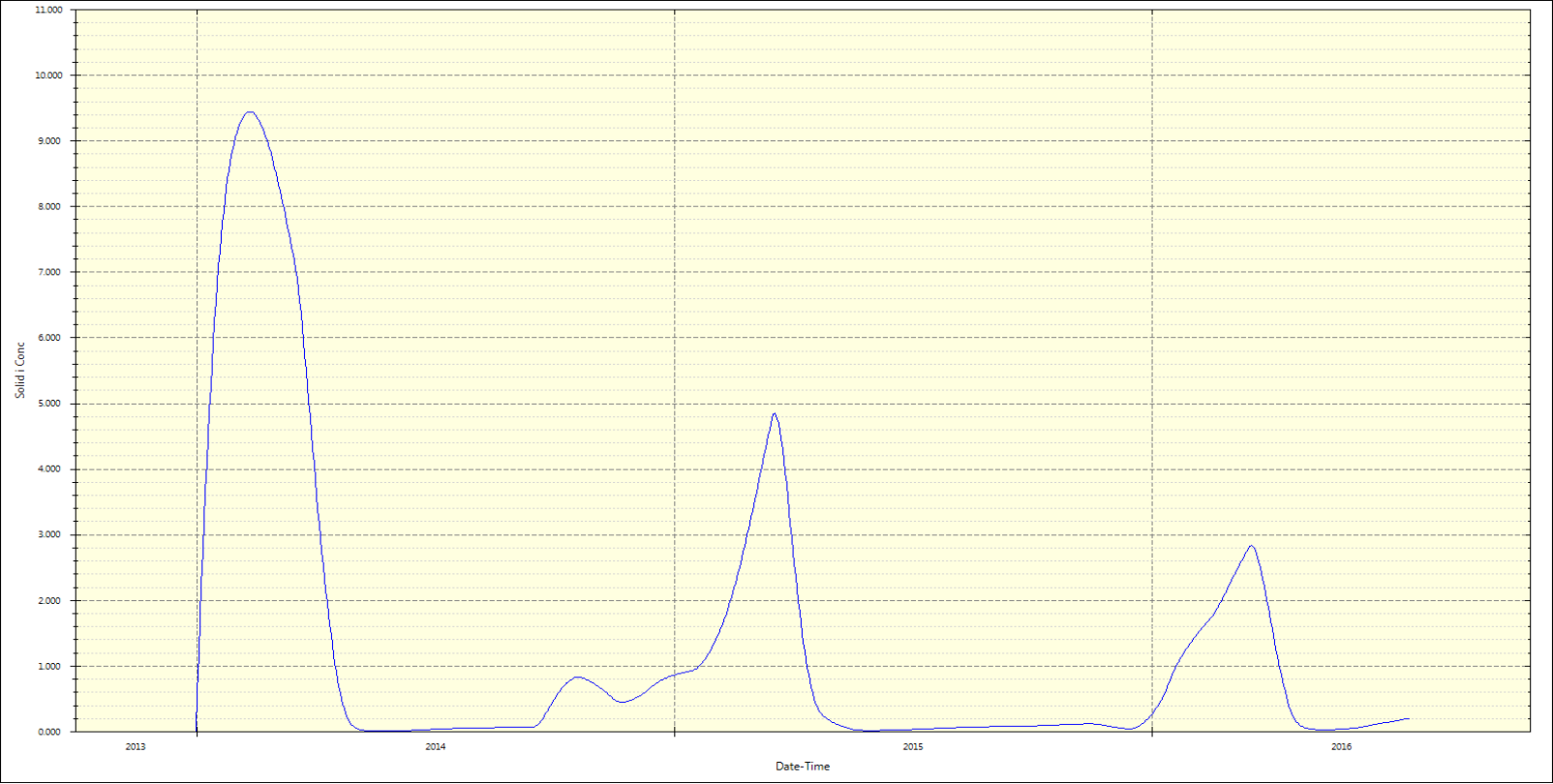


Figure C.2. WASP 8 Model Output  
Tracer concentration in CentalNetLake segment, 2014 - 2016

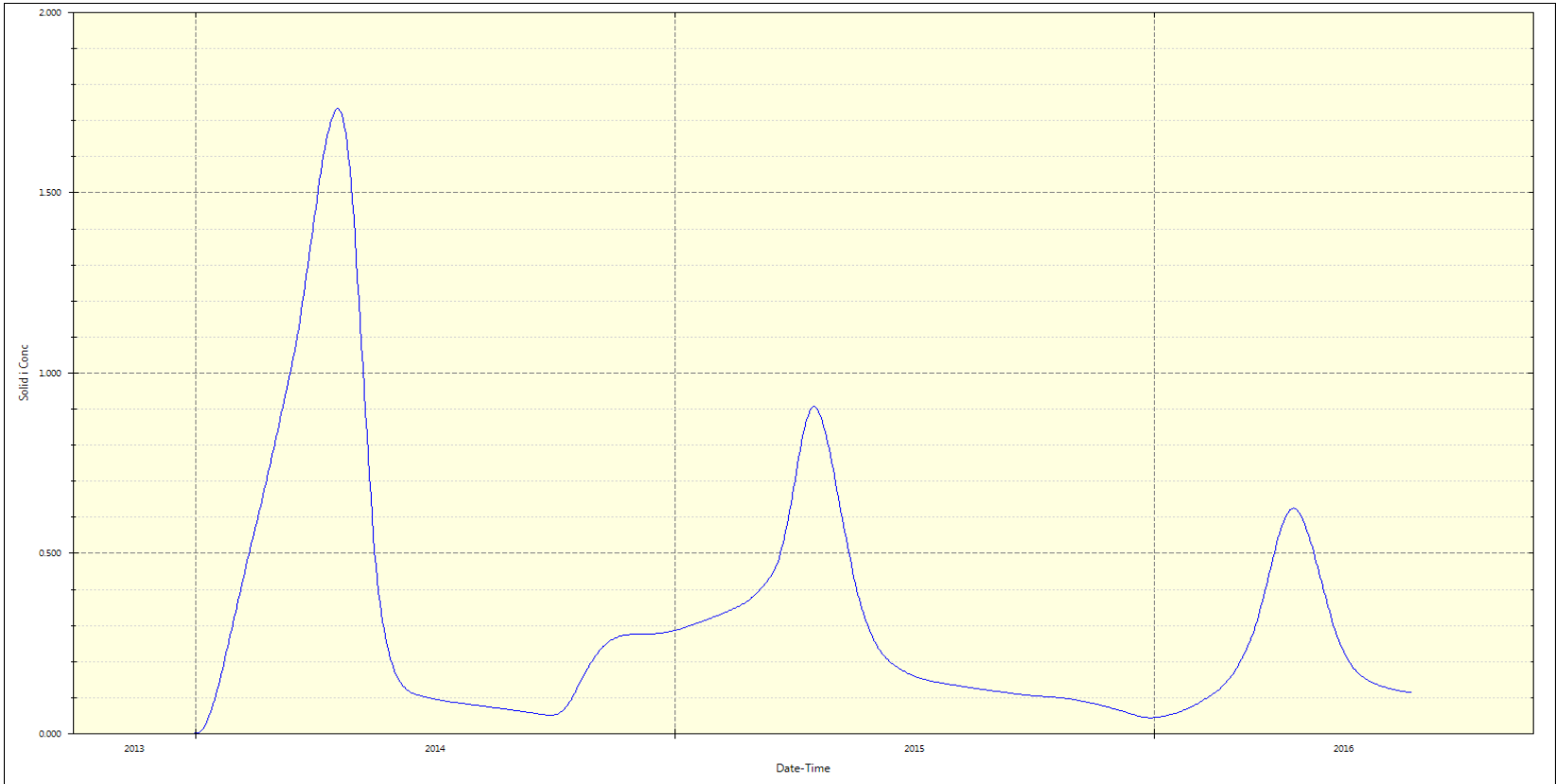




Figure C.3. WASP 8 Model Output  
Tracer concentration in Downstream segment, 2014 - 2016

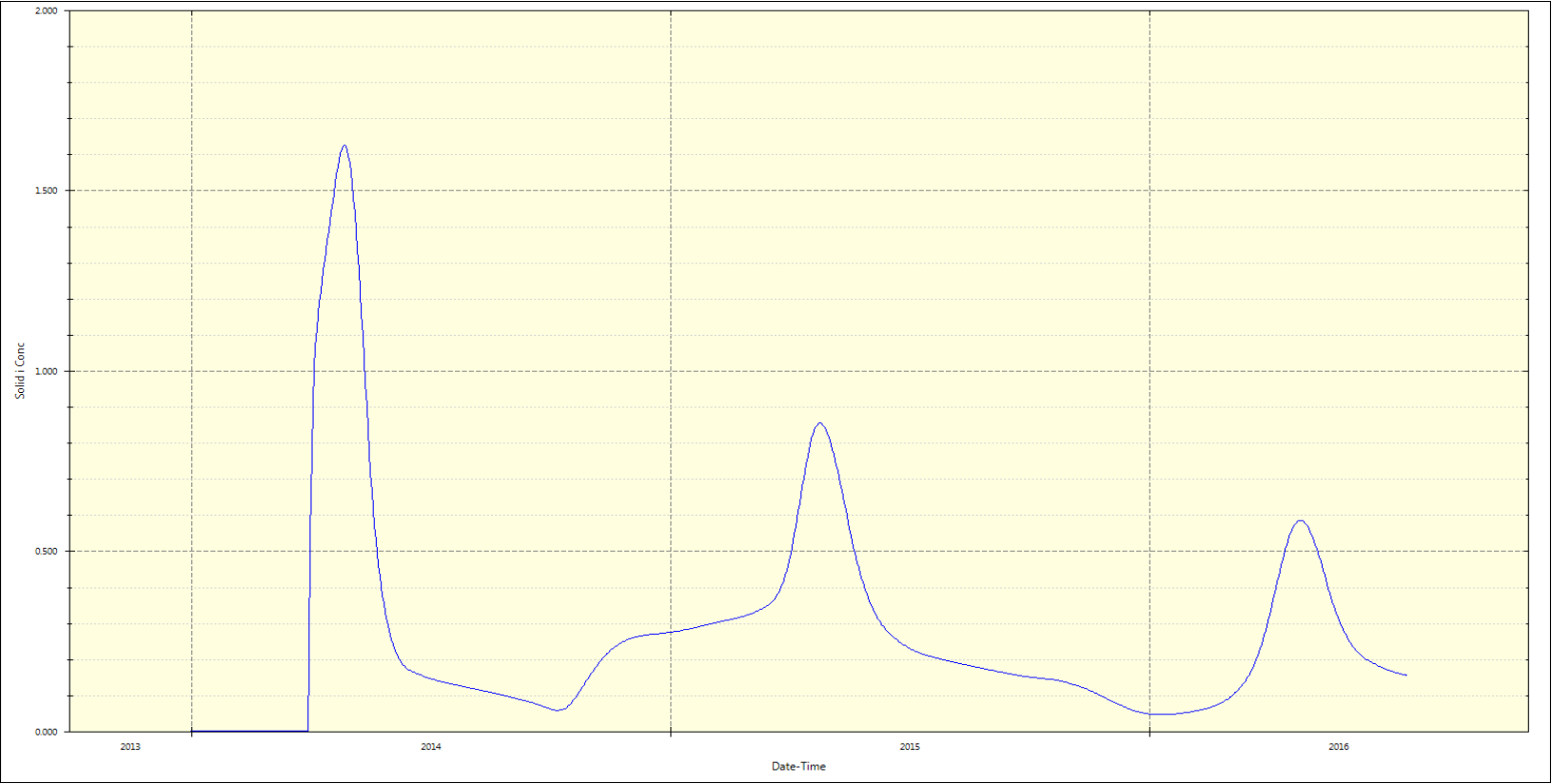
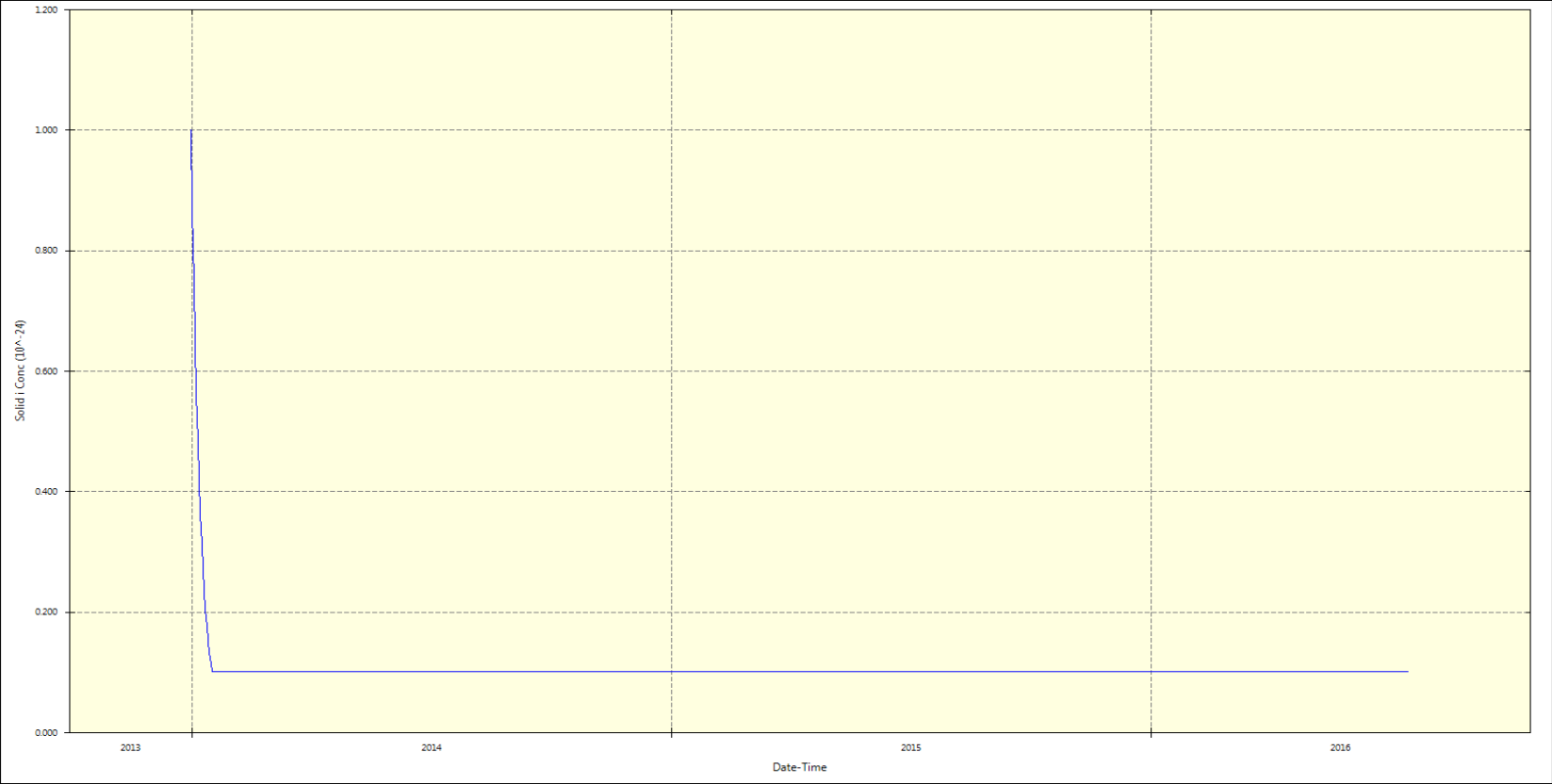


Figure C.4. WASP 8 Model Output  
Tracer concentration in Upstream segment, 2014 - 2016



# Net Lake WASP8 Model Input Parameters

System	Variable	Model Input
TAB	Lagoon 17	Lagoon 17
Data Set	Model Type	Advanced Toxicant
	Solution	Euler
	Start Date	1/15/2014
	End Date	7/15/2016
	Max Time Step	1
	Min Time Step	0.0001
Systems	System Type	SOLID
	System Name	Tracer Solid
	Particulate Transport	Solids 1
	Mass Balance	checked
	Density	1.000
	Dispersion Bypass	unchecked
	Flow Bypass	unchecked
Segments	<b>UPSTREAM</b>	
	Segment Type	Surface Water
	Transport Mode	Kinematic Wave
	Segment Below	None
	Initial Conditions	Tracer Solid 0
	Fraction Dissolved	Tracer Solid 0
	<b>LAGOON</b>	
	Segment Type	Surface Water
	Transport Mode	Kinematic Wave
	Segment Below	None
	Initial Conditions	Tracer Solid 0
	Fraction Dissolved	Tracer Solid 0
	<b>NorthNetLake</b>	
	Segment Type	Surface Water
	Transport Mode	Kinematic Wave
	Segment Below	None
	Initial Conditions	Tracer Solid 0
	Fraction Dissolved	Tracer Solid 0
	<b>EastNetLake</b>	
	Segment Type	Surface Water
	Transport Mode	Kinematic Wave
	Segment Below	None
	Initial Conditions	Tracer Solid 0
	Fraction Dissolved	Tracer Solid 0
	<b>CENTRALNETLAKE</b>	
	Segment Type	Surface Water
	Transport Mode	Ponded Weir
	Segment Below	None
	Initial Conditions	Tracer Solid 0
	Fraction Dissolved	Tracer Solid 0

	<b>WestNetLake</b>	
	Segment Type	Surface Water
	Transport Mode	Ponded Weir
	Segment Below	None
	Initial Conditions	Tracer Solid 0
	Fraction Dissolved	Tracer Solid 0
	<b>DOWNSTREAM</b>	
	Segment Type	Surface Water
	Transport Mode	Kinematic Wave
	Segment Below	None
	Initial Conditions	Tracer Solid 0
	Fraction Dissolved	Tracer Solid 0
	External Data	None selected
	Parameters	Solids
		System
		Scale Factor
		All Segments
		All Other Parameters
	Constants	All Functions
	Time Functions	All Functions
	Exchanges	All Functions
	Flows	Channel Geometry
	<b>UPSTREAM</b>	
	Volume	621,600
	Length	1,120
	Width	185
	Slope	0.0001
	Min Depth	3.000
	Roughness	0.050
	Initial Depth	3.5
	Depth Multiplier	3
	Depth Exponent	0.45
	Velocity Multiplier	1
	Velocity Exponent	0
	<b>LAGOON</b>	
	Volume	1,595,000
	Length	580
	Width	550
	Slope	0.0001
	Min Depth	5.000
	Roughness	0.050
	Initial Depth	5.5
	Depth Multiplier	3
	Depth Exponent	0.45
	Velocity Multiplier	1
	Velocity Exponent	0
	<b>NorthNetLake</b>	

Volume	8,925,000
Length	2,550
Width	500
Slope	0.0001
Min Depth	7.000
Roughness	0.050
Initial Depth	7.5
Depth Multiplier	3
Depth Exponent	0.45
Velocity Multiplier	1
Velocity Exponent	0

**EastNetLake**

Volume	10,080,000
Length	840
Width	1,200
Slope	0.0001
Min Depth	10.000
Roughness	0.050
Initial Depth	10.5
Depth Multiplier	3
Depth Exponent	0.45
Velocity Multiplier	1
Velocity Exponent	0

**CENTRALNETLAKE**

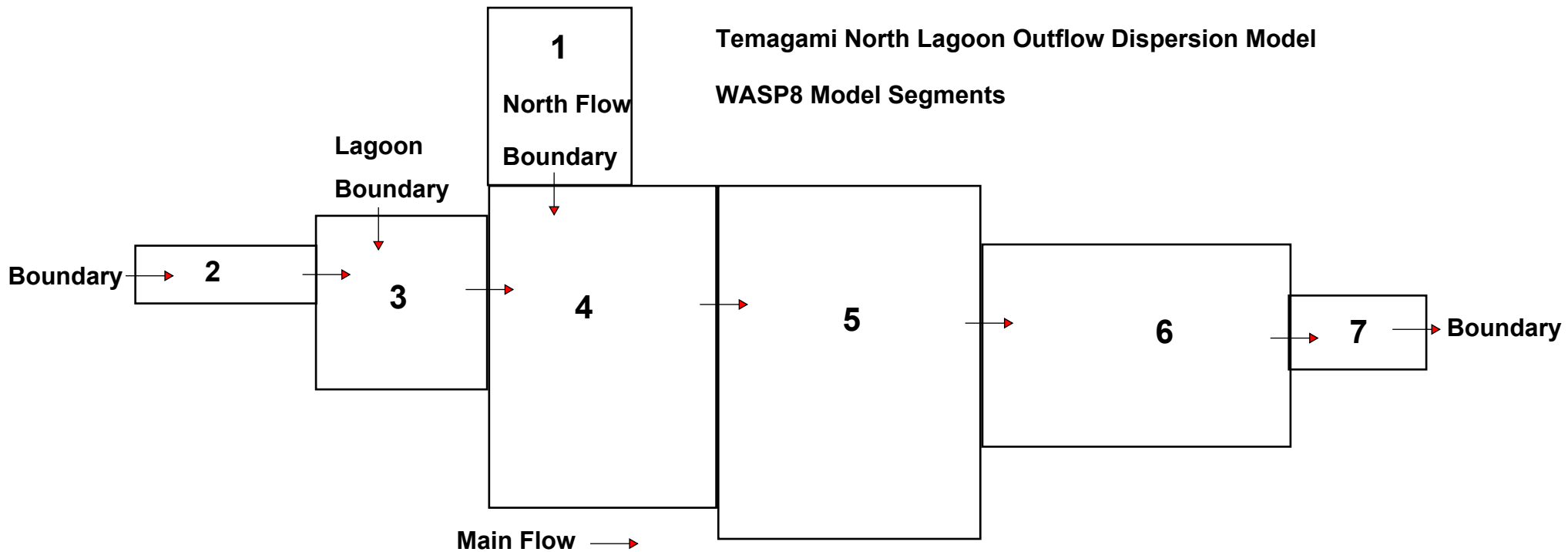
Volume	16,282,500
Length	835
Bottom Elevation	
Width	1,300
Slope	
Min Depth	15.000
Roughness	
Initial Depth	15.5
Initial Surface Elevation	
Depth Multiplier	3
Depth Exponent	0.45
Velocity Multiplier	1
Velocity Exponent	0
Weir Height	5.0

**WestNetLake**

Volume	7,560,000
Length	1,350
Width	700
Slope	
Min Depth	8.000
Roughness	
Initial Depth	8.5
Depth Multiplier	3

Depth Exponent	0.45
Velocity Multiplier	1
Velocity Exponent	0
Weir Height	5.0
<b>DOWNSTREAM</b>	
Volume	606,000
Length	1,010
Width	200
Slope	0.0001
Min Depth	3.000
Roughness	0.050
Initial Depth	3.5
Depth Multiplier	3
Depth Exponent	0.45
Velocity Multiplier	1
Velocity Exponent	0
<b>Surface Water</b>	
<b>Flow Field</b>	
Conversion	1
Scale	1
Function	<b>North Flow</b>
Interpolation	Linear
Scale Factor	1
Bound	Flow
Data Source	None
Segment Pairs	Boundary to 4 (EastNetLake)
Fraction	1
Start Date	1/15/2014
End Date	7/15/2016
Value	<b>See SW Flows 2014 to 2016</b>
Function	<b>Lagoon</b>
Interpolation	Linear
Scale Factor	1
Bound	Flow
Data Source	None
Segment Pairs	Boundary to 3 (Lagoon)
Fraction	1
Start Date	1/15/2014
End Date	7/15/2016
Value	<b>See SW Flows 2014 to 2016</b>
Function	<b>Main Flow</b>
Interpolation	Linear
Scale Factor	1
Bound	Flow
Data Source	None
Segment Pairs	Boundary to 2 2 to 3

<b>Boundaries</b>		3 to 4	
		4 to 5	
		5 to 6	
		6 to 7	
		7 to Boundary	
	Fraction		1
	Start Date		1/15/2014
	End Date		7/15/2016
	Value	<b>See SW Flows 2014 to 2016</b>	
	<b>All Others</b>	None selected	
	<b>UPSTREAM</b>		
	Start Date		1/15/2014
	End Date		7/15/2016
	Value		0
	Time Series Scale		1
	Interpolation	Linear	
	<b>Lagoon</b>		
	Start Date		1/15/2014
	End Date		7/15/2016
	Value		0
	Time Series Scale		1
	Interpolation	Linear	
<b>Loads</b>	<b>DOWNSTREAM</b>		
	Start Date		1/15/2014
	End Date		7/15/2016
	Value		0
	Time Series Scale		1
	Interpolation	Linear	
	<b>Tracer Solid</b>		
	<b>Lagoon</b>		
	Start Date		1/15/2014
	End Date		7/15/2016
	Value	<b>See E coli loads 2014 to 2016</b>	
	Time Series Scale		1
	Interpolation	Linear	
	Boundary Scale Factor		1
	Load Scale Factor		1
	<b>All Others</b>	None selected	



Segment #	Segment Name	Volume (m <sup>3</sup> )	Length (m)	Width (m)	Minumum Depth (m)
1	N. Net Lake	8,925,000	2550	500	7.00
2	Upstream 1	621,600	1120	185	3.00
3	Lagoon	1,595,000	580	550	5.00
4	EastNetLake	10,080,000	840	1200	10.00
5	CentralNetLake	16,282,500	835	1300	15.00
6	WestNetLake	7,560,000	1350	700	8.00
7	Downstream	606,000	1010	200	3.00
	Total Volume	36,745,100			



Ministry of the Environment and Climate Change  
Ministère de l'Environnement et de l'Action en  
matière de changement climatique

## AMENDED ENVIRONMENTAL COMPLIANCE APPROVAL

NUMBER 1975-AN3RZW  
Issue Date: June 21, 2017

The Corporation of the Municipality of Temagami  
7 Lakeshore Dr  
Post Office Box, No. 220  
Temagami, Ontario  
P0H 2H0

M.O.E.C.C  
NORTHERN REGION

JUL 04 2017

RECEIVED  
NORTH BAY

Site Location: Temagami North Lagoon  
37 Cedar Ave  
Temagami Municipality, District of Nipissing  
P0H 2H0

*You have applied under section 20.2 of Part II.1 of the Environmental Protection Act, R.S.O. 1990, c. E. 19 (Environmental Protection Act) for approval of:*

Existing sewage treatment works with a Rated Capacity of 390 m<sup>3</sup>/day and Peak Flow Rate of 1,200 m<sup>3</sup>/day serving the Municipality of Temagami and with a continuous discharge to Net Lake, consisting of the following:

**PROPOSED WORKS APPROVED ON MAY 25, 2015 UNDER ECA No. 9498-9V7J5Y :**

### **Cedar Avenue Pump Station (Sewage Pump Station No. 1)**

An upgrade to the existing sewage pump station by replacing the existing three (3) 3.7 hp sewage pumps with the following:

- One (1) sewage pumping station (Sewage Pump Station No. 1) located beside the Temagami North Water Treatment Plant of Cedar Avenue consisting of three (3) new 5.5 hp sewage pumps (two on duty, one on standby), each pump rated at 22.2 L/sec @ 10.0 m TDH and discharging to Lagoon # 1 described below;

### **Chemical Addition System**

- One (1) 1000 L capacity chemical (Ferric Sulphate Solution) storage tank;



- One (1) 1.0 L/min capacity chemical dosing pump discharging to a valve chamber located between Cell #1 and Cell #2; and
- Including all controls and associated appurtenances.

All in accordance with the documents listed in Schedule 'A'.

#### **PREVIOUS WORKS APPROVED ON OR BEFORE JUNE 18, 2002 UNDER ECA No. 6321-5A7H3H:**

Description of the upgraded existing sewage works consisting of the following:

##### **Cedar Avenue Pump Station (Sewage Pump Station No. 1)**

- One (1) dry well sewage pumping station (Sewage Pump Station No. 1) located beside the Temagami North Water Treatment Plant of Cedar Avenue consisting of three (3) 3.7 hp sewage pumps (two on duty, one on standby), each pump rated at 12.2 L/sec @ 7.6 m TDH and discharging to Lagoon # 1 described below;
- One (1) 80 kW capacity standby diesel generator;

##### **Spruce Drive Pump Station (Sewage Pump Station No. 2)**

- One (1) sewage pumping station (Sewage Pump Station No. 2) servicing the trailer park and Spruce Drive consisting of two (2) submersible sewage pumps (one on duty, one on standby), each pump rated at approximately 6.3 L/sec and discharging to sanitary sewage collection system flowing to the Cedar Avenue Pump Station described above;
- One (1) 25 kW capacity standby natural gas generator;

##### **Aerated Lagoons**

- One (1) aerated lagoon (Lagoon Cell #1) with a total holding capacity of approximately 4,105 m<sup>3</sup> with approximate depth of 3.05 m and approximate surface area of 1,300 m<sup>2</sup>, equipped with twelve (12) fine bubble aeration units with a design capacity of 148 m<sup>3</sup>/hr of air evenly distributed within the entire cell ;
- One (1) aerated lagoon (Lagoon Cell #2) with a total holding capacity of approximately 20,950 m<sup>3</sup> with approximate depth of 1.5 m and approximate surface area of 13,300 m<sup>2</sup>, equipped with twenty two (22) fine bubble aeration units with a design capacity of 148 m<sup>3</sup>/hr of air within the first half portion of the cell;
- Three (3) air blowers each with a rated capacity of 82 m<sup>3</sup>/hr at 62 kPa (two on duty, one on

standby) located in a blower building and equipped with air distribution and cleaning system;

### **Effluent Outlet**

- One (1) 450 mm diameter effluent outlet pipe from Lagoon Cell #2 equipped with one (1) stop-log level control and one (1) 15 m long rip-rap covered outfall channel, discharging to Net Lake;

### **Sludge Dewatering System**

- One (1) bermed holding area located adjacent to Lagoon Cell #2 designed to hold sludge dewatering geotubes with approximate bottom dimensions of 17 m long x 14 m wide equipped with geotextile plastic liner and a drainage trench directing dewatered effluent into Lagoon Cell #2 for further treatment; and
- Including all controls and associated appurtenances.

All in accordance with the documents listed in Schedule 'A'.

*For the purpose of this environmental compliance approval, the following definitions apply:*

"Annual Average Concentration" means the arithmetic mean of the Monthly Average Concentrations of a contaminant in the effluent calculated for any particular calendar year;

"Approval" means this entire document and any schedules attached to it, and the application;

"Annual Average Daily Flow" means the cumulative total sewage flow to the sewage works during a calendar year divided by the number of days during which sewage was flowing to the sewage works that year;

"BOD<sub>5</sub>" (also known as TBOD<sub>5</sub>) means five day biochemical oxygen demand measured in an unfiltered sample and includes carbonaceous and nitrogenous oxygen demand;

"By-pass" means diversion of sewage around one or more unit processes within the Sewage Treatment Plant with the diverted sewage flows being returned to the Sewage Treatment Plant treatment train upstream of the Final effluent sampling location, and discharging to the environment through the Sewage Treatment Plant outfall;

"CBOD<sub>5</sub>" means five day carbonaceous (nitrification inhibited) biochemical oxygen demand measured in an unfiltered sample;

"Daily Concentration" means the concentration of a contaminant in the effluent discharged over any single day, as measured by a composite or grab sample, whichever is required;

"Director" means a person appointed by the Minister pursuant to section 5 of the EPA for the

purposes of Part II.1 of the EPA;

"EPA" means the Environmental Protection Act, R.S.O. 1990, c.E.19, as amended;

"E. Coli" refers to the thermally tolerant forms of Escherichia that can survive at 44.5 degrees Celsius;

"Emergency Situation" means a structural, mechanical or electrical failure that causes a temporary reduction in the capacity of the Sewage Treatment Plant or an unforeseen flow condition that may result in:

- a) danger to the health or safety of any person; or,
- b) injury or damage to any property, or serious risk of injury or damage to any property; or
- c) treatment process biomass washout.

"Equivalent Equipment" means a substituted equipment or like-for-like equipment that meets the required quality and performance standards of a named equipment;

"Event" means an action or occurrence, at a given location within the Works that causes a Bypass or Overflow. An Event ends when there is no recurrence of a Bypass or Overflow in the 12-hour period following the last Bypass or Overflow. Two Events are separated by at least 12 hours during which there has been no recurrence of a Bypass or Overflow. An Overflow Event and a Bypass Event are two separate reportable events even when they occur concurrently;

"Final Effluent" means effluent that are discharged to the environment through the approved Final Effluent Outfall, including all Bypasses, that are required to comply with the effluent limits stipulated in the Approval for the Sewage Treatment Plant, pertaining specifically to the Final Effluent sampling point;

"Geometric Mean Density" is the nth root of the product of multiplication of the results of n number of samples over the period specified;

"Limited Operational Flexibility" (LOF) means any modifications that the Owner is permitted to make to the Works under this Approval;

"Ministry" means the ministry of the government of Ontario responsible for the EPA and OWRA and includes all officials, employees or other persons acting on its behalf;

"Monthly Average Concentration" means the arithmetic mean of all Single Sample Concentrations of a contaminant in the Final Effluent sampled or measured, or both, during a calendar month;

"Notice of Modifications" means the form entitled "Notice of Modifications to Sewage Works";

"Overflow" means a discharge to the environment from the Works at a location other than the Sewage Treatment Plant outfall or into the outfall downstream of the Final Effluent sampling

point;

"Owner" means Municipality of Temagami and its successors and assignees;

"OWRA" means the Ontario Water Resources Act, R.S.O. 1990, c. O.40, as amended;

"Partial Treatment" means any treatment that does not include the full train of unit processes of the Sewage Treatment Plant described and approved in the Approval;

"Peak Flow Rate" means the Peak Instantaneous Flow Rate, Peak Hourly Flow Rate or Peak Daily Flow Rate of sewage for which the Sewage Treatment Plant or treatment process unit or equipment is designed to handle, as appropriate;

"Previous Works" means those portions of the sewage works previously constructed and approved under an Approval;

"Proposed Works" means the sewage works described in the Owner's application, this Approval, to the extent approved by this Approval;

"Rated Capacity" means the Annual Average Daily Flow for which the Works are approved to handle;

"Sewage Treatment Plant" means the entire sewage treatment and effluent discharge facility;

"Substantial Completion" has the same meaning as "substantial performance" in the Construction Lien Act;

"Water Supervisor" means the Water Supervisor for the North Bay office of the Ministry; and

"Works" means the sewage works described in the Owner's application, and this Approval, and includes Proposed Works, Previous Works, and modifications made under Limited Operational Flexibility.

*You are hereby notified that this environmental compliance approval is issued to you subject to the terms and conditions outlined below:*

## **TERMS AND CONDITIONS**

### **1. GENERAL PROVISIONS**

- (1) The Owner shall ensure that any person authorized to carry out work on or operate any aspect of the Works is notified of this Approval and the conditions herein and shall take all reasonable measures to ensure any such person complies with the same.
- (2) Except as otherwise provided by these conditions, the Owner shall design, build, install,

operate and maintain the Works in accordance with the description given in this Approval, and the application for approval of the Works.

- (3) Where there is a conflict between a provision of any document in the schedule referred to in this Approval and the conditions of this Approval, the Conditions in this Approval shall take precedence, and where there is a conflict between the documents in the schedule, the document bearing the most recent date shall prevail.
- (4) Where there is a conflict between the documents listed in the Schedule submitted documents, and the application, the application shall take precedence unless it is clear that the purpose of the document was to amend the application.
- (5) The Conditions of this Approval are severable. If any Condition of this Approval, or the application of any requirement of this Approval to any circumstance, is held invalid or unenforceable, the application of such condition to other circumstances and the remainder of this Approval shall not be affected thereby.

## 2. EXPIRY OF APPROVAL

The approval issued by this Approval will cease to apply to those parts of the Proposed Works which have not been constructed within five (5) years of the date of this Approval.

## 3. CHANGE OF OWNER

- (1) The Owner shall notify the Water Supervisor and the Director, in writing, of any of the following changes within thirty (30) days of the change occurring:
  - (a) change of Owner;
  - (b) change of address of the Owner;
  - (c) change of partners where the Owner is or at any time becomes a partnership, and a copy of the most recent declaration filed under the Business Names Act, R.S.O. 1990, c.B17 shall be included in the notification to the Water Supervisor;
  - (d) change of name of the corporation where the Owner is or at any time becomes a corporation, and a copy of the most current information filed under the Corporations Information Act, R.S.O. 1990, c. C39 shall be included in the notification to the Water Supervisor;
- (2) In the event of any change in ownership of the Works, other than a change to a successor municipality, the Owner shall notify in writing the succeeding owner of the existence of this Approval, and a copy of such notice shall be forwarded to the Water Supervisor and the

Director.

4. UPON THE SUBSTANTIAL COMPLETION OF THE WORKS

- (1) Upon the Substantial Completion of the Proposed Works, the Owner shall prepare a statement, certified by a Professional Engineer, that the Works are constructed in accordance with this Approval, and upon request, shall make the written statement available for inspection by Ministry personnel.
- (2) Within one (1) year of the Substantial Completion of the Proposed Works, a set of as-built drawings showing the Works "as constructed" shall be prepared. These drawings shall be kept up to date through revisions undertaken from time to time and a copy shall be retained at the Works for the operational life of the Works.

5. BYPASSES

- (1) Any Bypass is prohibited, except:
  - (a) in an Emergency Situation;
  - (b) where the Bypass is a direct and unavoidable result of a planned maintenance procedure or other circumstance(s), the Owner having notified the Water Supervisor at least fifteen (15) days prior to the occurrence of Bypass and the Water Supervisor has given written consent of the Bypass;
- (2) For any Bypass Event, the Owner shall forthwith notify the Spills Action Centre (SAC), and the local Medical Officer of Health. This notice shall include, at a minimum, the following information for each Event:
  - (a) the date(s), time(s) of the Bypass(es);
  - (b) the treatment process(es) Bypassed and the status of the disinfection;
  - (c) the reason(s) for the Bypass(es).
- (3) After any Bypass Event, the Owner shall collect and record the following information:
  - (a) the duration of the Bypass Event;
  - (b) the measured or the estimated volume of Bypass(es) for each Event.
- (4) For any Bypass Event, the owner shall collect sample(s) of the Final Effluent, representative of the Event, at the Final Effluent Compliance Sampling Point, and analyze for all effluent parameters outlined in Effluent Limits condition. These samples shall be in

addition to the regular samples required in the Monitoring and Recording condition and shall follow the same Protocols specified in the Monitoring and Recording condition.

- (5) The Owner shall submit a summary report of the Bypass Event(s) to the Water Supervisor on a quarterly basis, no later than each of the following dates for each calendar year: February 15, May 15, August 15, and November 15. The summary reports shall be in an electronic format, which shall contain, at a minimum, the types of information set out in Subsections (2), (3) and (4) for Bypass(es). The Water Supervisor may modify the reporting frequency at any time in writing.

## 6. OVERFLOWS

- (1) Any Overflow is prohibited, except:
  - (a) in an Emergency Situation;
  - (b) where the Overflow is a direct and unavoidable result of a planned maintenance procedure or other circumstance(s), the Owner having notified the Water Supervisor at least fifteen (15) days prior to the occurrence of the Overflow and the Water Supervisor has given written consent of the Overflow.
- (2) For any Overflow Event, the Owner shall forthwith notify the Spills Action Centre (SAC) and the local Medical Officer of Health. This notice shall include, at a minimum, the following information for each Event:
  - (a) the date(s), time(s) of the Overflow(s);
  - (b) the location(s) of the Overflow(s) and the receiver;
  - (c) the reason(s) for the Overflow(s); and
  - (d) the level of treatment the Overflow(s) has received and disinfection status of same.
- (3) After any Overflow Event, the Owner shall collect and record the following information:
  - (a) the duration of the Overflow Event;
  - (b) the monitored or estimated volume of the Overflow(s); and
  - (c) the impact of Overflow(s) on the receiver.
- (4) For any Overflow Event, the Owner shall collect samples, representative of the Event, consisting of a minimum of two (2) grab samples of the Overflow, one at the beginning of the Event and one approximately near the end of the Event, and every 4 hours for the



duration of the Event, and have them analyzed for effluent parameters outlined in Effluent Limits condition. For raw sewage and primary treatment system Overflow, BOD5 shall be monitored instead of CBOD5.

- (5) The Owner shall submit a summary report of the Overflow(s) Event(s) to the Water Supervisor on a quarterly basis, no later than each of the following dates for each calendar year: February 15, May 15, August 15, and November 15. The summary report shall be in an electronic format, which shall contain, at a minimum; the types of information set out in Subsections (2), (3) and (4) for Overflow(s). The Water Supervisor may modify the reporting frequency at any time in writing.

## 7. EFFLUENT OBJECTIVES

- (1) The Owner shall use best efforts to design, construct and operate the Works with the objective that the concentrations of the materials named below as effluent parameters are not exceeded in the effluent from the Works.

<b>Table 1 - Effluent Objectives</b>	
<b>Effluent Parameter</b>	<b>Concentration Objective</b> (milligrams per litre unless otherwise indicated)
CBOD <sub>5</sub>	25.0 mg/L
Total Suspended Solids	30.0 mg/L

- (2) The Owner shall use best efforts to:
- (a) maintain the pH of the effluent from the Works within the range of 6.5 to 8.5, inclusive, at all times;
  - (b) operate the works within the Rated Capacity of the Works;
  - (c) ensure that the effluent from the Works is essentially free of floating and settleable solids and does not contain oil or any other substance in amounts sufficient to create a visible film or sheen or foam or discolouration on the receiving waters.
- (3) The Owner shall include in all reports submitted in accordance with Condition 12 a summary of the efforts made and results achieved under this Condition.



## 8. EFFLUENT LIMITS

- (1) The Owner shall operate and maintain the Works such that the concentrations of the materials named below as effluent parameters are not exceeded in the effluent from the Works.

Table 2 - Effluent Limits	
Effluent Parameter	Average Concentration (milligrams per litre unless otherwise indicated)
Column 1	Column 2
CBOD <sub>5</sub>	30.0
Total Suspended Solids	40.0

- (2) For the purposes of determining compliance with and enforcing subsection (1):
- (a) The Annual Average Concentration of a parameter named in Column 1 of subsection (1) shall not exceed the corresponding maximum concentration set out in Column 2 of subsection (1).
  - (b) The pH of the effluent shall be maintained between 6.0 to 9.5, inclusive, at all times.
- (3) The effluent limit set out in subsection (1) shall apply upon the issuance of this Approval.

## 9. OPERATION AND MAINTENANCE

- (1) The Owner shall exercise due diligence in ensuring that, at all times, the Works and the related equipment and appurtenances used to achieve compliance with this Approval are properly operated and maintained. Proper operation and maintenance shall include effective performance, adequate funding, adequate operator staffing and training, including training in all procedures and other requirements of this Approval and the Act and regulations, adequate laboratory facilities, process controls and alarms and the use of process chemicals and other substances used in the Works.
- (2) The Owner shall prepare an operations manual within one (1) year of Substantial Completion of the Proposed Works, that includes, but not necessarily limited to, the following information:
- (a) operating procedures for routine operation of the Works;
  - (b) inspection programs, including frequency of inspection, for the Works and the methods or tests employed to detect when maintenance is necessary;

- (c) repair and maintenance programs, including the frequency of repair and maintenance for the Works;
  - (d) procedures for the inspection and calibration of monitoring equipment;
  - (e) a spill prevention control and countermeasures plan, consisting of contingency plans and procedures for dealing with equipment breakdowns, potential spills and any other abnormal situations, including notification of the Water Supervisor; and
  - (f) procedures for receiving, responding and recording public complaints, including recording any follow up actions taken.
- (3) The Owner shall maintain the operations manual current and retain a copy at the location of the Works for the operational life of the Works. Upon request, the Owner shall make the manual available to Ministry staff.
  - (4) The Owner shall provide for the overall operation of the Works with an operator who holds a licence that is applicable to that type of facility and that is of the same class as or higher than the class of the facility in accordance with Ontario Regulation 129/04.

#### 10. MONITORING AND RECORDING

The Owner shall carry out the following monitoring program:

- (1) All samples and measurements taken for the purposes of this Approval are to be taken at a time and in a location characteristic of the quality and quantity of the effluent stream over the time period being monitored.
- (2) For the purposes of this condition, the following definitions apply:
  - (a) Daily means once each day;
  - (b) Weekly means once each week;
  - (c) Monthly means once every month; and
  - (d) Annually means once every twelve months.
- (3) Samples shall be collected at the following sampling points, at the frequency specified, by means of the specified sample type and analyzed for each parameter listed and all results recorded:

<b>Table 3 - Influent Monitoring</b> <b>Sampling Location: Cedar Avenue Pump Station</b>		
<b>Parameters</b>	<b>Sample Type</b>	<b>Frequency</b>
BOD <sub>5</sub>	Composite	Monthly
Total Suspended Solids	Composite	Monthly
Total Phosphorus	Composite	Monthly
Total Kjeldhal Nitrogen	Composite	Monthly

<b>Table 4 - Effluent Monitoring</b> <b>Sampling Location: Effluent Outlet from Lagoon Cell #2</b>		
<b>Parameters</b>	<b>Sample Type</b>	<b>Frequency</b>
CBOD <sub>5</sub>	Composite	Monthly
Total Suspended Solids	Composite	Monthly
Total Phosphorus	Composite	Monthly
Total Ammonia Nitrogen	Composite	Monthly
E. Coli	Grab	Monthly
pH	Grab	Weekly

- (4) The methods and protocols for sampling, analysis and recording shall conform, in order of precedence, to the methods and protocols specified in the following:
  - (a) the Ministry's Procedure F-10-1, "Procedures for Sampling and Analysis Requirements for Municipal and Private Sewage Treatment Works (Liquid Waste Streams Only), as amended from time to time by more recently published editions;
  - (b) the Ministry's publication "Protocol for the Sampling and Analysis of Industrial/Municipal Wastewater Version 2.0" (January 2016), PIBS 2724e02, as amended from time to time by more recently published editions;
  - (c) the publication "Standard Methods for the Examination of Water and Wastewater" (21st edition), as amended from time to time by more recently published editions;
- (5) The measurement frequencies specified in subsection (2) in respect to any parameter are minimum requirements which may, after two (2) years of monitoring in accordance with this Condition, be modified by the Water Supervisor in writing from time to time.
- (6) The Owner shall install and maintain continuous flow measuring devices calibrated at regular intervals not exceeding one (1) year, to measure the flow rate of the **influent to the Works (to Cedar Avenue Pump Station)** with an accuracy to within plus or minus 15 per cent (+/- 15%) of the actual flow rate for the entire design range of the flow measuring device, and record the flow rate at a daily frequency.

- (7) The Owner shall measure and record once annually the level of sludge accumulated in the sewage lagoon (Lagoon Cell #2), and record the total volume of dewatered sludge disposed off-site and where the dewatered sludge was disposed during the reporting period;
- (8) The Owner shall retain for a minimum of five (5) years from the date of their creation, all records and information related to or resulting from the monitoring activities required by this Approval.

#### 11. LIMITED OPERATIONAL FLEXIBILITY

- (1) The Owner may make modifications to the Works in accordance with the Terms and Conditions of this Approval and subject to the Ministry's "Limited Operational Flexibility Criteria for Modifications to Sewage Works", included under Schedule B of this Approval, as amended.
- (2) Sewage works proposed under Limited Operational Flexibility shall adhere to the design guidelines contained within the Ministry's publication "Design Guidelines for Sewage Works 2008", as amended.
- (3) The Owner shall ensure at all times, that the Works, related equipment and appurtenances which are installed or used to achieve compliance are operated in accordance with all Terms and Conditions of this Approval.
- (4) For greater certainty, the following are not permitted as part of Limited Operational Flexibility:
  - (a) Modifications to the Works that result in an increase of the Rated Capacity of the Works;
  - (b) Modifications to the Works that may adversely affect the approved effluent quality criteria or the location of the discharge/outfall;
  - (c) Modifications to the treatment process technology of the Works, or modifications that involve construction of new reactors (tanks) or alter the treatment train process design;
  - (d) Modifications to the Works approved under s.9 of the EPA, and
  - (e) Modifications to the Works pursuant to an order issued by the Ministry.
- (5) Implementation of Limited Operational Flexibility is not intended to be used for piecemeal measures that result in major alterations or expansions.
- (6) If the implementation of Limited Operational Flexibility requires changes to be made to the Emergency Response, Spill Reporting and Contingency Plan, the Owner shall, as deemed necessary in consultation with the Water Supervisor, provide a revised copy of this plan for approval to the local fire services authority prior to implementing Limited Operational Flexibility.

- (7) For greater certainty, any modification made under the Limited Operational Flexibility may only be carried out after other legal obligations have been complied with, including those arising from the *Environmental Protection Act*, *Niagara Escarpment Planning and Development Act*, *Oak Ridges Moraine Conservation Act*, *Lake Simcoe Protection Act* and *Greenbelt Act*.
- (8) Prior to implementing Limited Operational Flexibility, the Owner shall complete a Notice of Modifications describing any proposed modifications to the Works and submit it to the Water Supervisor.

## 12. REPORTING

- (1) Ten (10) days prior to the date of a planned By-pass being conducted pursuant to Condition 5 and as soon as possible for an unplanned By-pass, the Owner shall notify the Water Supervisor (in writing) of the pending start date, in addition to an assessment of the potential adverse effects on the environment and the duration of the By-pass.
- (2) The Owner shall report to the Water Supervisor or designate, any exceedence of any parameter specified in Condition 8 orally, as soon as reasonably possible, and in writing within seven (7) days of the exceedence.
- (3) In addition to the obligations under Part X of the Environmental Protection Act, the Owner shall, within ten (10) working days of the occurrence of any reportable spill as defined in Ontario Regulation 675/98, bypass or loss of any product, by-product, intermediate product, oil, solvent, waste material or any other polluting substance into the environment, submit a full written report of the occurrence to the Water Supervisor describing the cause and discovery of the spill or loss, clean-up and recovery measures taken, preventative measures to be taken and schedule of implementation.
- (4) The Owner shall, upon request, make all manuals, plans, records, data, procedures and supporting documentation available to Ministry staff.
- (5) The Owner shall prepare, and upon request, submit to the Water Supervisor a performance report, on an annual basis, within ninety (90) days following the end of the period being reported upon. The first such report shall cover the first annual period following the commencement of operation of the Works and subsequent reports shall be submitted to cover successive annual periods following thereafter. The reports shall contain, but shall not be limited to, the following information:
  - (a) a summary and interpretation of all monitoring data and a comparison to the effluent limits outlined in Condition 8, including an overview of the success and adequacy of the Works;
  - (b) a description of any operating problems encountered and corrective actions taken;

- (c) a summary of all maintenance carried out on any major structure, equipment, apparatus, mechanism or thing forming part of the Works;
  - (d) a summary of any effluent quality assurance or control measures undertaken in the reporting period;
  - (e) a summary of the calibration and maintenance carried out on all effluent monitoring equipment;
  - (f) a description of efforts made and results achieved in meeting the Effluent Objectives of Condition 7;
  - (g) a summary of the report collected under Condition 10 (7) including the lagoon sludge level, the total volume of dewatered sludge disposed off-site, and where the dewatered sludge was disposed;
  - (h) a summary of any complaints received during the reporting period and any steps taken to address the complaints;
  - (i) a summary of all By-pass, spill or abnormal discharge events;
  - (j) a copy of all Notice of Modifications submitted to the Water Supervisor as a result of Schedule B, Section 1, with a status report on the implementation of each modification;
  - (k) a report summarizing all modifications completed as a result of Schedule B, Section 3; and
  - (l) any other information the Water Supervisor may require from time to time.
- (6) The Owner shall, within thirty (30) calendar days of issuance of this Approval, submit a Municipal Wastewater System Profile Information Form, and shall resubmit the updated document every time a notification is provided to the Water Supervisor in compliance with requirements of change of ownership under this Approval.

### 13. INSTALLATION OF AN EFFLUENT DISINFECTION SYSTEM

Before May 25, 2018, the Owner shall submit an application to the Director for the installation of an effluent disinfection system for the Works along with a detailed design drawings, specifications and design calculations for the Proposed Works for approval by the Director.

## **Schedule 'A'**

### **I. PREVIOUS WORKS APPROVED ON OR BEFORE JUNE 18, 2002 UNDER ECA No. 6321-5A7H3H:**

1. Design report, final plans and specifications prepared by James F. MacLaren Limited, Consulting Engineers submitted for the issuance of the Certificate of Approval # 3-0544-79-006 dated August 15, 1979.

### **II. PROPOSED WORKS APPROVED ON MAY 25, 2015 UNDER ECA No. 9498-9V7J5Y:**

1. Application for Environmental Compliance Approval (ECA) amendment submitted by Municipality of Temagami dated February 9, 2015 and design brief and drawings prepared by Ontario Clean Agency Engineering Services dated February 2015.

### **III. APPLICATION FOR THE EXTENSION OF THE DEADLINE FOR DISINFECTION SYSTEM:**

1. Application for Environmental Compliance Approval (ECA) amendment submitted by Municipality of Temagami dated November 24, 2016 for the extension of the deadline set under Condition 12 of ECA No. 9498-9V7J5Y issued on May 25, 2015.



## **Schedule B**

### **Limited Operational Flexibility Criteria for Modifications to Municipal Sewage Works**

1. The modifications to sewage works approved under an Environmental Compliance Approval (Approval) that are permitted under the Limited Operational Flexibility (LOF), are outlined below and are subject to the LOF conditions in the Approval, and require the submission of the Notice of Modifications. If there is a conflict between the sewage works listed below and the Terms and Conditions in the Approval, the Terms and Conditions in the Approval shall take precedence.

#### **1.1 Sewage Pumping Stations**

- a. Adding or replacing equipment where new equipment is located within an existing sewage treatment plant site or an existing sewage pumping station site, provided that the facility Rated Capacity is not exceeded and the existing flow process and/or treatment train are maintained, as applicable.

#### **1.2 Sewage Treatment Process**

- a. Installing additional chemical dosage equipment including replacing with alternative chemicals for pH adjustment or coagulants (non-toxic polymers) provided that there are no modifications of treatment processes or other modifications that may alter the intent of operations and may have negative impacts on the effluent quantity and quality.
- b. Expanding the buffer zone between a sanitary sewage lagoon facility or land treatment area and adjacent uses provided that the buffer zone is entirely on the proponent's land.
- c. Optimizing existing sanitary sewage lagoons with the purpose to increase efficiency of treatment operations provided that existing sewage treatment plant rated capacity is not exceeded and where no land acquisition is required.
- d. Optimizing existing sewage treatment plant equipment with the purpose to increase the efficiency of the existing treatment operations, provided that there are no modifications to the works that result in an increase of the Rated Capacity, and may have adverse effects to the effluent quality or location of the discharge.
- e. Replacement, refurbishment of previously approved equipment in whole or in part with Equivalent Equipment, like-for-like of different make and model, provided that the firm capacity, reliability, performance standard, level of quality and redundancy of



the group of equipment is kept the same. For clarity proposes, the following equipment can be considered under this provision: screens, grit separators, blowers, aeration equipment, sludge thickeners, dewatering equipment, UV systems, chlorine contact equipment, bio-disks, and sludge digester systems.

### 1.3 Sewage Treatment Plant Outfall

- a. Replacement of discharge pipe with similar pipe size provided that the outfall location is not changed.

### 1.4 Sanitary Sewers

- a. Pipe relining and replacement with similar pipe size within the Sewage Treatment Plant site, where the nominal diameter is not greater than 1,200mm.

### 1.5 Pilot Systems

- a. Installation of pilot systems for new or existing technologies provided that:
  - i. any effluent from the pilot system is discharged to the inlet of the sewage treatment plant or hauled off-site for proper disposal,
  - ii. any effluent from the pilot system discharged to the inlet of the sewage treatment plant or sewage conveyance system does not significantly alter the composition/concentration of the influent sewage to be treated in the downstream process; and that it does not add any inhibiting substances to the downstream process, and
  - iii. the pilot system's duration does not exceed a maximum of two years; and a report with results is submitted to the Director and Water Supervisor three months after completion of the pilot project.
2. Sewage works that are exempt from section 53 of the OWRA by O. Reg. 525/98 continue to be exempt and are not required to follow the notification process under this Limited Operational Flexibility.
3. Normal or emergency operational modifications, such as repairs, reconstructions, or other improvements that are part of maintenance activities, including cleaning, renovations to existing approved sewage works equipment, provided that the modification is made with Equivalent Equipment, are considered pre-approved.
4. The modifications noted in section (3) above are not required to follow the notification protocols under Limited Operational Flexibility, provided that the number of pieces and description of the equipment as described in the Approval does not change.



*The reasons for the imposition of these terms and conditions are as follows:*

1. Condition 1 is imposed to ensure that the Works are built and operated in the manner in which they were described for review and upon which approval was granted. This condition is also included to emphasize the precedence of Conditions in the Approval and the practice that the Approval is based on the most current document, if several conflicting documents are submitted for review. The condition also advises the Owners their responsibility to notify any person they authorized to carry out work pursuant to this Approval the existence of this Approval.
2. Condition 2 is included to ensure that the Works are constructed in a timely manner so that standards applicable at the time of Approval of the Works are still applicable at the time of construction, to ensure the ongoing protection of the environment.
3. Condition 3 is included to ensure that the Ministry records are kept accurate and current with respect to the approved works and to ensure that subsequent owners of the Works are made aware of the Approval and continue to operate the Works in compliance with it.
4. Condition 4 is included to ensure that the Works are constructed in accordance with the approval and that record drawings of the Works "as constructed" are maintained for future references.
5. Condition 5 and 6 are included to indicate that Bypass / Overflows of untreated or partially treated sewage to the receiving watercourse is prohibited, save in certain limited circumstances where the failure to Bypass / Overflow could result in greater injury to the public interest than the Bypass itself where a Bypass / Overflow will not violate the approved effluent requirements, or where the Bypass / Overflow can be limited or otherwise mitigated by handling it in accordance with an approved contingency plan. The notification and documentation requirements allow the Ministry to take action in an informed manner and will ensure the Owner is aware of the extent and frequency of Bypass / Overflow events.
6. Condition 7 is imposed to establish non-enforceable effluent quality objectives which the Owner is obligated to use best efforts to strive towards on an ongoing basis. These objectives are to be used as a mechanism to trigger corrective action proactively and voluntarily before environmental impairment occurs and before the compliance limits of Condition 7 are exceeded.
7. Condition 8 is imposed to ensure that the effluent discharged from the Works to the Net Lake meets the Ministry's effluent quality requirements thus minimizing environmental impact on the receiver and to protect water quality, fish and other aquatic life in the receiving water body.
8. Condition 9 is included to require that the Works be properly operated, maintained, funded, staffed and equipped such that the environment is protected and deterioration, loss, injury or damage to any person or property is prevented. As well, the inclusion of a comprehensive operations manual governing all significant areas of operation, maintenance and repair is prepared, implemented and kept up-to-date by the owner and made available to the Ministry.

Such a manual is an integral part of the operation of the Works. Its compilation and use should assist the Owner in staff training, in proper plant operation and in identifying and planning for contingencies during possible abnormal conditions. The manual will also act as a benchmark for Ministry staff when reviewing the Owner's operation of the work.

9. Condition 10 is included to enable the Owner to evaluate and demonstrate the performance of the Works, on a continual basis, so that the Works are properly operated and maintained at a level which is consistent with the design objectives and effluent limits specified in the Approval and that the Works does not cause any impairment to the receiving watercourse.
10. Condition 11 is included to ensure that the Works are operated in accordance with the application and supporting documentation submitted by the Owner, and not in a manner which the Director has not been asked to consider. These Conditions are also included to ensure that a Professional Engineer has reviewed the proposed modifications and attests that the modifications are in line with that of Limited Operational Flexibility, and provide assurance that the proposed modifications comply with the Ministry's requirements stipulated in the Terms and Conditions of this Approval, MOE policies, guidelines, and industry engineering standards and best management practices.
11. Condition 12 is included to provide a performance record for future references, to ensure that the Ministry is made aware of problems as they arise, and to provide a compliance record for all the terms and conditions outlined in this Approval, so that the Ministry can work with the Owner in resolving any problems in a timely manner.
12. Condition 13 is included to require the Owner install an effluent disinfection system to ensure that existing Works consistently meet the effluent limits requirement of an E. Coli Monthly Geometric Mean of 200 counts per 100 ml which is the minimum requirement for all sewage works effluent discharging to a surface water receiver.

**Upon issuance of the environmental compliance approval, I hereby revoke Approval No(s). 9498-9V7J5Y issued on May 25, 2015**

*In accordance with Section 139 of the Environmental Protection Act, you may by written Notice served upon me and the Environmental Review Tribunal within 15 days after receipt of this Notice, require a hearing by the Tribunal. Section 142 of the Environmental Protection Act provides that the Notice requiring the hearing shall state:*

- a. The portions of the environmental compliance approval or each term or condition in the environmental compliance approval in respect of which the hearing is required, and;
- b. The grounds on which you intend to rely at the hearing in relation to each portion appealed.

*Pursuant to subsection 139(3) of the Environmental Protection Act, a hearing may not be required with respect to any terms and conditions in this environmental compliance approval, if the terms and conditions are substantially the same as those contained in an approval that is amended or revoked by this environmental compliance approval.*

*The Notice should also include:*

1. The name of the appellant;
2. The address of the appellant;
3. The environmental compliance approval number;
4. The date of the environmental compliance approval;
5. The name of the Director, and;
6. The municipality or municipalities within which the project is to be engaged in.

*And the Notice should be signed and dated by the appellant.*

*This Notice must be served upon:*

The Secretary\*  
Environmental Review Tribunal  
655 Bay Street, Suite 1500  
Toronto, Ontario  
M5G 1E5

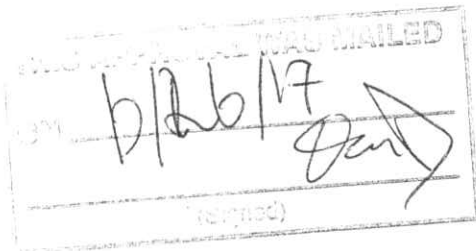
AND

The Director appointed for the purposes of Part II.1 of  
the Environmental Protection Act  
Ministry of the Environment and Climate Change  
135 St. Clair Avenue West, 1st Floor  
Toronto, Ontario  
M4V 1P5

\* Further information on the Environmental Review Tribunal's requirements for an appeal can be obtained directly from the Tribunal at: Tel: (416) 212-6349, Fax: (416) 326-5370 or [www.ert.gov.on.ca](http://www.ert.gov.on.ca)

*The above noted activity is approved under s.20.3 of Part II.1 of the Environmental Protection Act.*

DATED AT TORONTO this 21st day of June, 2017



*Fariha Pannu.*

Fariha Pannu, P.Eng.

Director

appointed for the purposes of Part II.1 of the  
*Environmental Protection Act*

SH/

c: Area Manager, MOECC North Bay

c: District Manager, MOECC Sudbury

Shawn Sadler, exp Services Inc.



Notice of Modifications Dec-2013.pdf

**ADDENDUM #1  
TO THE CONTRACT MADE BETWEEN  
THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI  
AND THE CONTRACTOR, BRYAN FONTAINE  
ORIGINALLY DATED THE 28<sup>TH</sup> DAY OF MARCH 2013  
BEING SCHEDULE "A" TO BY-LAW 13-1101**

**CONTRACT**

**BETWEEN**

**THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI**

Hereinafter referred to as the "**Municipality**"  
AND

**Bryan Fontaine**

Hereinafter referred to as the "**Contractor**"

WHEREAS the Municipality engaged the Contractor as a Landfill Attendant for the operation of Strathy and Sisk Municipal Landfill Sites Attendant for a 3-year term, for the period of March 28, 2013 until March 27, 2016 by means of a contract authorized by By-Law 13-1101; and

WHEREAS Section 9 of said contract provides for modifications to the terms of this contract; and section 10 provides for renewal or continuation of said contract:

WHEREAS the Municipality and Contractor are both desirous of changing the terms of the contract to extend the term and to add a retroactive price increase:

WHEREAS the Council of the Municipality passed Resolution 18-057 on the 22<sup>th</sup> day of February 2018 to authorize staff to execute an addendum to the contract:

NOW THEREFORE in consideration of the mutual covenants and agreements contained herein, the parties agree to the following:

1. The Contract term is hereby extended to April 30, 2018;
2. A retroactive increase of 2.9% from March 28, 2016 to March 27, 2017;
3. A retroactive increase of 3.1% from March 28, 2017 to April 30, 2018;
4. That all other terms and conditions in the contract remain unchanged.

IN WITNESS WHEREOF, the respective parties hereto have set their hands and seal:

SIGNED, SEALED and DELIVERED  
In the presence of:

THE CORPORATION OF THE  
MUNICIPALITY OF TEMAGAMI

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

\_\_\_\_\_  
Acting Chief Administrative Officer

THE CONTRACTOR

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

\_\_\_\_\_  
Bryan Fontaine

**ADDENDUM #1  
TO THE CONTRACT MADE BETWEEN  
THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI  
AND THE CONTRACTOR, JOHN HARDING  
ORIGINALLY DATED THE 14<sup>TH</sup> DAY OF FEBRUARY 2013  
BEING SCHEDULE "A" TO BY-LAW 13-1102**

**CONTRACT**

**BETWEEN**

**THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI**

Hereinafter referred to as the "**Municipality**"  
AND

**John Harding**

Hereinafter referred to as the "**Contractor**"

WHEREAS the Municipality engaged the Contractor as a Landfill Attendant and Transfer Station Attendant for the operation of Briggs Landfill and Lake Temagami Access Point Transfer Station for a 3-year term, for the period of February 14, 2013 until February 13, 2016 by means of a contract authorized by By-Law 13-1102; and

WHEREAS Section 9 of said contract provides for modifications to the terms of this contract; and section 10 provides for renewal or continuation of said contract:

WHEREAS the Municipality and Contractor are both desirous of changing the terms of the contract to extend the term and to add a retroactive price increase:

WHEREAS the Council of the Municipality passed Resolution 18-057 on the 22<sup>th</sup> day of February 2018 to authorize staff to execute an addendum to the contract:

NOW THEREFORE in consideration of the mutual covenants and agreements contained herein, the parties agree to the following:

1. The Contract term is hereby extended to April 30, 2018;
2. A retroactive increase of 2.9% from February 14, 2016 to February 13, 2017;
3. A retroactive increase of 3.1% from February 14, 2017 to April 30, 2018;



4. That all other terms and conditions in the contract remain unchanged.

IN WITNESS WHEREOF, the respective parties hereto have set their hands and seal:

SIGNED, SEALED and DELIVERED  
In the presence of:

THE CORPORATION OF THE  
MUNICIPALITY OF TEMAGAMI

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

\_\_\_\_\_  
Acting Chief Administrative Officer

THE CONTRACTOR

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

\_\_\_\_\_  
John Harding

**ADDENDUM #2  
TO THE CONTRACT MADE BETWEEN  
THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI  
AND THE CONTRACTOR, JOHN HARDING  
ORIGINALLY DATED THE 14<sup>TH</sup> DAY OF FEBRUARY 2013  
BEING SCHEDULE "A" TO BY-LAW 13-1103**

**CONTRACT**

**BETWEEN**

**THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI**

Hereinafter referred to as the "**Municipality**"  
AND

**JOHN HARDING**

Hereinafter referred to as the "**Contractor**"

WHEREAS the Municipality engaged the Contractor as a Dump Wagon and Transfer Station Attendant for the operation of all Municipal Dump Wagons; and Welcome Centre Transfer Station Attendant for a 3-year term, for the period of February 14, 2013 until February 13, 2016 by means of a contract authorized by By-Law 13-1103; and

WHEREAS Section 9 of said contract provides for modifications to the terms of this contract; and section 10 provides for renewal or continuation of said contract:

WHEREAS the Municipality and Contractor are both desirous of changing the terms of the contract to extend the term and to add a retroactive price increase:

WHEREAS the Council of the Municipality passed Resolution 18-057 on the 22<sup>th</sup> day of February 2018 to authorize staff to execute an addendum to the contract:

NOW THEREFORE in consideration of the mutual covenants and agreements contained herein, the parties agree to the following:

1. The Contract term is hereby extended to April 30, 2018;
2. A retroactive increase of 2.9% from February 14, 2016 to February 13, 2017;
3. A retroactive increase of 3.1% from February 14, 2017 to April 30, 2018;

4. That all other terms and conditions in the contract remain unchanged.

IN WITNESS WHEREOF, the respective parties hereto have set their hands and seal:

SIGNED, SEALED and DELIVERED  
In the presence of:

THE CORPORATION OF THE  
MUNICIPALITY OF TEMAGAMI

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

\_\_\_\_\_  
Acting Chief Administrative Officer

THE CONTRACTOR

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

\_\_\_\_\_  
John Harding

**The Corporation of the Municipality of Temagami  
COMMITTEE OF ADJUSTMENT  
The Municipality of Temagami Theatre  
December 14, 2017 at 1:00 pm**

An audio recording of this meeting has been made and is available through the Municipal Website.

**Committee of Adjustment Members:** (Chair) Ron Prefasi, Claire Rannie, Jim Hasler, Cathy Dwyer, Nicole Brooker, Barry Graham

**Staff:** Assistant Secretary-Treasurer: Tammy Lepage; Planner: Jamie Robinson (by phone).

**Absent:** Barret Leudke (With Notice), Bruce Rice (With Notice)

**Members of the Public: 4**

**Telephone Delegation:** Lanny Dennis (Agent), Marv Silver (Applicant)

**Call to Order**

The Chair called the meeting to order at 1:00 pm.

The Chair introduced the Committee members, and read the audio recording declaration of the meeting.

The Committee discussed the appointment of Secretary-Treasurer and passed the following motion:  
17-55

MOVED BY: B. Graham

SECONDED BY: J. Hasler

WHEREAS Section 44(8) of the Planning Act requires that a Committee of Adjustment shall appoint a Secretary-Treasurer;

AND WHEREAS By-Law 11-1020 requires that the Secretary-Treasurer for Temagami's Committee of Adjustment shall be a member of municipal staff;

AND WHEREAS the Committee deems it desirable to appoint Tammy Lepage as Secretary-Treasurer;

AND WHEREAS the Committee of Adjustment deems it desirable to also appoint an Assistant Secretary-Treasurer, who may fulfill the duties of the Secretary-Treasurer in the absence of the Secretary-Treasurer;

NOW THEREFORE BE IT RESOLVED THAT the Committee of Adjustment appoint Elaine Gunnell as Assistant Secretary-Treasurer.

CARRIED

The Committee discussed that the Secretary-Treasurer for budget purposes should keep track of hours and provide the Committee, with a review of hours every 3 months.

The Secretary-Treasurer read out the meeting procedures.

**Adoption of Agenda**

17- 56

MOVED BY: C. Rannie

SECONDED BY: B. Graham

BE IT RESOLVED THAT the revised agenda dated December 14, 2017 be adopted as presented.

CARRIED

Revision is to include item 5.1 Applicant and Property location details.

**Approval of Minutes**

17-57

MOVED BY: C. Dwyer

SECONDED BY: J. Hasler

BE IT RESOLVED THAT the minutes of the Committee of Adjustment meeting held November 30, 2017 be adopted as presented.

CARRIED

**Declarations of Conflict of Interest**

None.

**Deferred Applications**

**1) Application No. C-16-03**

Applicant: Lanny Dennis of Wayne Simpson and Associates on behalf of Temagami Bays Development Corporation

Property Location: Kanichee and Net Lake Properties – Legally described Strathy PT Mining Location WD 257 PCL 1014; Strathy Location WD258 PCL 1014NIP Mining Claim; Strathy PCL 2497 PT Mining Location WD 259 Mining Claim; and Strathy Location WD260 PCL 1011 Mining Claim.

**THE PURPOSE** of the Application is: to create three new shoreline residential lots and to create an easement over the subject lands in favour of the public to enable access to the crown land to the west.

**THE EFFECT** of the Application is: to create three new shoreline residential lots and one retained shoreline residential lot, each capable of supporting a detached dwelling. A concurrent Zoning By-law Amendment Application has also been submitted to implement the proposed consent application.

*Jamie joined the meeting by phone at 1:10 p.m., Lanny Dennis & Marv Silver by phone 1:10p.m.*

The Chair gave some background information on the history of this application. Jamie provided clarification regarding the zoning by-law amendment public meeting not scheduled for the same date as the hearing.

**Presentation of the Applications**

The committee had received a copy of the application and the Planning Report from MHBC Planning dated December 7, 2017, with the meeting package. Jamie Robinson of MHBC attended by telephone and summarized the application with a power point presentation for the Committee. Jamie explained that based on the EIS being updated, and the issues with the road, and boat launch access being dealt with, staff is satisfied with the updated information. Jamie further explained that based on his review of the application, the application is consistent with the Provincial Policy Statement, and conforms to the Official Plan and informed the Committee that a concurrent Zoning By-Law Amendment public meeting will be scheduled in the New Year. He clarified further that the zoning by-law amendment in 2016 was provided to Council and that no decision was made as the consent application was deferred. Jamie further clarified that within the Site Plan Agreement the EIS recommendations will be implemented.

Jamie clarified that an Archaeological study was completed in 2006 and that is why in the Zoning By-law amendment that area will be protected and zoned as open space. Zoning it as open space will prevent buildings and structures to be constructed in that area. He further clarified on the Easement to establish a launch, and it would follow the limits of Kanichee. The easement would be granted in favour of the public.

**Correspondence Included in the Packages**

- Correspondence from the Timiskaming Health Unit dated January 5, 2017 – no objections to the application provided that the test pits are done, and that the septic systems have to be a minimum of 300 metres from the lake due to the lake being at capacity.

- Correspondence from the Ministry of Natural Resources and Forestry dated January 10, 2017 – recommends to: confirm that each lot can house an individual sewage system; confirm all new tile fields would be located to drain into a drainage basin; all fields require a set back at least 300 metres from the shoreline of lakes; lands adjacent to fish habitat be evaluated as 300 metres from the normal high-water mark; and a minimum 30 metre vegetated cover.
- Correspondence received from Judy Evans dated January 3, 2017 , & December 6, 2017 – concerns with regards to access to their cottage located on Net Lake safely at all times of the year.
- Correspondence from Rhonda & Darren Etmanski received January 10, 2017 - concerns with access to the cottages on Kanichee and Net Lake and concerns regarding the road maintenance and privatisation.
- Correspondence from MHBC on Behalf of TransCanada Pipeline dated January 11, 2017 – concerns with development occurring within 200 metres of pipeline right-of-way (ROW), an agreement in relation to “Lands” outlining conditions be registered, and concerns with construction activities, paving and landscaping.

The Chair informed the Committee that Bill 139 has received Royal Assent on December 12, 2017.

#### Correspondence Received After Packages Were Compiled

The Secretary-Treasurer read out the following correspondence after the package was compiled:

- Correspondence received from Temagami First Nations dated December 11, 2017 – archaeological assessment required
  - The Committee had reservations, with regards to the request of TFN/TAA requiring an archaeological assessment to be completed and if this is going to become the norm on all applications.
  - Staff provided clarification to the Committee that the information outlined in the correspondence as not being provided was faxed on November 30, 2017, with a follow up email sent on December 12, 2017.
- Correspondence received from TFN/TAA dated December 13, 2017 – the Stage 2 Archaeological Assessment completed in 2006 satisfies the requirement for the study.

#### Presentation of the Application by the Applicant/Agent:

The applicant Lanny Dennis spoke to the application and agrees with Jamie’s assessment. Mr. Dennis expressed concerns with conditions 3 & 4 and the 1 year fulfillment. Jamie clarified that the Site plan agreement will be required for each lot to identify building envelopes that meets the setback and on all four lots. Jamie further clarified that the TransCanada pipeline agreement applies to all four lots and that the agreement prevents any development without the pipeline being notified.

#### Questions/Comments by other Property Owners:

- Question posed by B. Lowery regarding concerns with future consents on these proposed lot creation. He further questioned are these three lots able to be subdivided again. Jamie clarified that there is a policy in place in the Official Plan, which limits 3 lots to be created on private roads and that the proposed lots cannot be severed as long as the policy in the official plan remains the same.
- Question posed by B. Lowery wouldn’t that condition be in place through Site Plan Control? Jamie if that’s a concern that this issue be dealt with in the site specific zoning amendment to limit further lot creation.

#### Questions/Comments by Committee of Adjustment Members:

The Committee of Adjustment Members had the following questions/comments:

- Questions regarding why the Site Plan Agreement is being required, as the development on the property is uncertain? Jamie clarified that this is in place to ensure the protection of the shoreline area, and identify the docks and features of the EIS envelopes. BG – saying that 12 years after the first submission curious Jamie why the development has to do the site plan – JR S. Poirier ensure the

protection shoreline area, identify the docks and identify the features of the EIS envelopes that have been identified in the EIS.

- Question regarding the Zoning By-law regulates shoreline protection. Jamie clarified that the zoning by-law is not the tool as under s.34 of the *Planning Act* does not regulate vegetation removal only s. 41 of the *Planning Act – Site Plan Control* does.
- Question regarding fish habitat, and development envelopes? Jamie clarified that through Site Plan Control, development envelopes are identified to allow development at a future date, on the property within these specified areas and that this option also provides for flexibility of where building can be located.
- Question regarding the shoreline vegetation protection and how this will be dealt with. Jamie confirmed that as per the EIS study a 20 metre vegetative buffer is sufficient and he further added that the FRI report EIS study feels that 20 metre setback is appropriate protection for the fisheries and water habitation. Jamie further clarified that where there is no study completed the 30 metres standard would be the recommendation; however as the study was completed the 20 metres satisfies this condition.
- Question regarding how the archaeological area will be protected if it is zoned open space. Jamie clarified that the Zone Open Space does not permit any buildings, structures to be developed.
- Comment regarding the 30 metre setback as noted in the Ministry of Environment (MOE) correspondence.
- Comment that Mr. Dennis agrees with Jamie in his review of the FRI Report (EIS Study).
- Question regarding on Page 4 of the Planning report it mentions 66 foot Easement and on the application it mentions 10 metres. Jamie clarified that the Easement will be 10 metres in width.
- Question is there a by-law in place regarding road standards? Jamie clarified that the Municipality does not have such a by-law in place. However, the Official Plan limits the development on private roads and that the road is to be maintained by the people who own the lots. The Municipality is not liable for development on private roads and that the emergency services may be limited, which is why this is clarified within a private road agreement.
- Question regarding confirmation of the how the road is being maintained now? Jamie clarified that at the moment the road is maintained by the property owners.
- Question regarding the 300 metres septic requirement from the shoreline, as per the Timiskaming Health Unit (THU) and if the beds would cross the road. Jamie clarified that within the designs of the septic's this has been dealt with as part of the subdivision application and that there are standards in place and that those standards would need to be met prior to occupancy being granted. Jamie clarified that Lot 3 can be considered a grandfathered clause and it would allow today a building permit to be applied for. Jamie further clarified the comments received by TransCanada pipeline and that the language provided in the comment will be placed in the agreement.
- Question regarding the 2006 Archaeological Assessment being valid. The Secretary-Treasurer informed the Committee that as per her discussion with Mr. Pollock she has reached out to the Ministry of Tourism Culture and Sport to ensure validity of the study. Jamie further clarified that in his professional opinion the study is still valid and he is unaware of any changes.
- Comment that the Official Plan today prevents and limits the development within the Community.

#### Discussion/Decision by Committee Members:

The Committee members discussed the application and the impact of the creation of these lots, and discussed further the Environmental Impact Study.

The following resolutions were passed:

#### **Application: C-16-03**

17-58

MOVED BY: B. Graham

SECONDED BY: C. Dwyer

BE IT RESOLVED THAT IT RESOLVED THAT

The Committee of Adjustment: Grants

Minor Variance Application: C-16-03

Applicant: Lanny Dennis of Wayne Simpson and Associates on behalf of Temagami Bays Development Corporation

Subject to the attached Notice of Decision.

CARRIED

The notice of decision included the following conditions:

- 1) The preparation of a Reference Plan for the proposed lots, the road easement and the lands to be dedicated to the Municipality. The Reference Plan must also recognize the area of archaeological significance to be zoned as a Part of the Reference Plan and the Reference Plan must be substantially in compliance with the application sketch and to prepared to the satisfaction of the Municipality;
- 2) The preparation of an Easement Plan and the easement to be registered against the proposed lots for the use of the road by the public;
- 3) The entering into a Site Plan Control Agreement for each lot. The Agreement shall recognize the location of driveways, building envelopes, dock locations and vegetation protections area adjacent to the shoreline where a tree removal is only permitted for a path to access the water and for hazardous trees;
- 4) The recognition for the development envelopes in accordance with the EIS;
- 5) The entering into a private road agreement to be registered on title of each lot;
- 6) The Conformation of the Health Unit that an individual sewage system can be accommodated on each lot;
- 7) The completion of a Zoning By-law Amendment to Zone the subject lands to permit residential development, to restrict development in proximity of the shoreline in accordance with FRI EIS recommendation, and to permit a municipal access point to Net Lake.
- 8) The dedication of lands as outlined in the application sketch to the Municipality of Temagami for the purposes of an access point to Net Lake, at no cost to the Municipality.
- 9) The payment of all professional fees incurred by the Municipality, related to the fulfilment of these conditions.
- 10) The applicant provides the Municipality a registerable description or a deed conveying the severed land, for the issuance of the certificate.
- 11) The applicant provides two white prints of deposited plan of reference of the entire land, which conforms substantially to the application as submitted.
- 12) That the conditions shall be fulfilled to the satisfaction of the Municipality.
- 13) As recommended by TransCanada Pipelines the entering into of an agreement which shall be registered on title. The agreement set out should contain the following:
  - a. The conditions restriction or covenants specified by TransCanada PipeLines Limited (TransCanada) shall be registered against title (by agreement) in relation to the "Lands" by way of application to register conditions, restrictions or covenants as applicable, pursuant to the Land Titles Act, or any amendments thereto.

The reason cited for this decision was that the application satisfies the four test for a minor variance established in Section 45 of the *Planning Act*. The committee considered the comments made in coming to their decision.

CARRIED

*J. Robinson, L. Dennis & M. Silver was excused from the meeting at 2:22 p.m.*

### **Adjourned Applications**

None.

### **New Application**



None.

**Other Business**

None.

**Adjournment**

17-59

MOVED BY: B. Graham

SECONDED BY: J. Hasler

BE IT RESOLVED THAT the December 14, 2017 Committee of Adjustment meeting be adjourned at 2:25 p.m.

CARRIED

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Prepared by Tammy Lepage  
Secretary-Treasurer Committee of Adjustment

**Corporation of the Municipality of Temagami  
Planning Advisory Committee (PAC) Meeting  
Municipal Office Boardroom  
November 22, 2017 at 11:00 a.m.  
Minutes**

**Committee Members Present:** (Acting Chair) John Kenrick, Claire Rannie (By Phone), Barret Leudke, Jim Hasler (By Phone), and Barry Graham (arrived at 11:05)

**Staff:** Tammy Lepage

**Absent:** Cathy Dwyer (With Notice), Debby burrows (With Notice)

**Members of the Public: 2**

**Call to Order: 11:03 a.m.**

The support staff called the meeting to order and informed the Committee that as per the Terms of Reference, they may elect one of themselves as Acting Chair for this meeting.

The consensus of the Committee was to elect John Kenrick is Acting Chair for this meeting.

**Adoption of Agenda**

17-30

MOVED BY: B. Leudke

SECONDED BY: J. Hasler

BE IT RESOLVED THAT the agenda for the November 22, 2017 meeting of the Planning Advisory Committee be adopted as presented.

CARRIED

**Disclosure of Pecuniary Interest and Conflict of Interest**

None.

**Business Arising from the Minutes**

**Terms of Reference for the Official Plan**

The Committee reviewed and discussed the 1<sup>st</sup> version of the Draft Terms of Reference for the Official Plan (OP) Review and had the following recommended changes:

- To include the sentence from the OP *“the Municipality of Temagami OP applies to all land with the municipal boundary save and except for land owned by the Federal Government, land which is part of a first nations reserve, Crown Land and land owned by the Provincial Government” under s. 1.2 Geographic/Regional Location Study Area*”;
- The Planner gain statistics from Stats Canada for Bullet point 1.3 Key Characteristics of our Community and include the population of the Temagami First Nations;
- Zoning By-law be drafted concurrently with the OP;
- OP to be updated and not new;
- To include Wind and Solar policies to encourage green energy and how these issues will be dealt with for Bullet point 1.4.1 Matters of Provincial Interest and to also include shoreline vegetation restrictions;
- Bullet point 2.3 Planning Horizon, to include the Waste Management Plan, Capitol Asset Plan, Investment readiness report, and Economic Development plans to assist the Planner;
- Staff to gain clarification from MMA regarding an interactive website;
- Staff provided clarification on meetings held in Toronto in the 2008 Terms of Reference, was to provide the seasonal residents from the Lake to have the opportunity to make their submissions.
- Bullet Point 2.4 Timelines & Project Budget, should read as: “the selection of this project is by tender”.
- One meeting shall be held in Marten River Neighbourhood, Lake Temagami Neighbourhood & the Municipality of Temagami – bullet point 3.3

- Bullet Point 3.4 Committees – should outline the following Committees:
  - The steering Committee be the Planning Advisory Committee,
  - Technical Advisory Committee – Government Agencies
  - The Citizen Advisory Committee.
- That the determination of Reproduction Bullet Point 3.9 come from the planner as to the quantity of the documents to be provided.

Further discussion took place regarding the list of issues should include demographic population trends, employment trends, investment readiness.

#### **Set Meeting Date**

The consensus of the Planning Advisory Committee is that the next meeting be scheduled for after the Christmas holidays.

#### **Meeting Adjournment**

17-31

MOVED BY: B. Leudke

SECONDED BY: B. Graham

BE IT RESOLVED THAT the November 22, 2017 meeting be adjourned at 12:01 p.m.

**Corporation of the Municipality of Temagami  
Planning Advisory Committee (PAC) Meeting  
Municipal Office Boardroom  
January 23, 2018 at 1:00p.m.  
Minutes**

An audio recording of this meeting has been made and is available through the Municipal Website.
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**Committee Members Present:** (Chair) Debby Burrows, Claire Rannie, Barret Leudke, John Kenrick, Jim Hasler, and Barry Graham

**Staff:** Tammy Lepage

**Absent:** Cathy Dwyer (With Notice)

**Members of the Public: 0**

**Call to Order: 1:00 p.m.**

The Chair read the audio recording declaration of this meeting.

**Adoption of Agenda**

18-06

MOVED BY: J. Kenrick

SECONDED BY: J. Hasler

BE IT RESOLVED THAT the agenda for the January 23, 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**

18-07

MOVED BY: B. Leudke

SECONDED BY: C. Rannie

BE IT RESOLVED THAT the Minutes of the Planning Advisory Committee meeting held on November 22, 2017 at 11:00 am be adopted as presented.

CARRIED

Discussion took place to further clarify s. 3.3 “Meeting” of the draft Terms of Reference v. 2 should show that in each of those categories “meetings will be held in: Marten River, Lake Temagami and The Town of Temagami”.

**Business Arising from the Minutes**

None.

**Unfinished Business**

**Draft Official Plan Terms of Reference Version 2**

The committee discussed the following changes to the Terms of Reference:

- Clarification from the MMA on the wording for a 10years vs. 5 years review.

- Staff informed the Committee that statistics were in v. 1 draft of the T & R and the Committee suggested that the Planner gain updated statistics from Statistics Canada to be placed in s. 1.3 “Key Characteristics of the Community”.
- S.1.4.1 Matters of Provincial Interest:
  - Provide the Committee members copies of the Lakeshore Capacity Assessment Handbook for the binders.
  - Planner should receive copies of the economic information regarding investment readiness for our community.
  - Add s.1.4.2 Local Interest needing review
    - The Municipality of Temagami would like to review the following policies:
  - Review SPC same application for all neighbourhoods.
  - Review vegetative buffer policies.
  - Review the wind and solar energy policy.
  - Review the necessity of local neighbourhood’s policies all mimicking one another.
  - Review the minor variance spreadsheet and make changes to exclude names and roll numbers to be provided to the Committee at a future plan.
  - Review Archaeological resource management policies. Staff informed the Committee that the Municipality has in place a data sharing agreement with the Ministry of Tourism Culture & Sport (MTCS), and able to see known archaeological sites.
  - Review development on private roads policies.
  - Review of mainland policies.
  - Review Part A “Tenants for Temagami”
  - To review when the zoning by-law was amended last and correct it in s.1.4.2
  - Review water quality safeguards policies
  - Ensure the wording “new” and or “update” reflects in the T & R as the agreed upon 10 year update.
  - To move the itemized list listed in s.2.3 Planning Horizon to s.2.3.3 Background reports.
  - Full comprehensive review bottom paragraph – planning horizon ensure for 10 years.
  - Remove s.2.2.2. & 2.2.3 and use the wording in s.2.2.2 in s.1.4.1.
  - 2.3.3 background reports
    - Update the Zoning Maps, and OP schedules concurrently. Staff informed the Committee of the status of repairing the Municipality’s Map printer. The Committee recommended to collaborate with the TFN & TAA regarding this issues.
  - To review what type of submission is to be requested either Request for Proposal (RFP), Request for Quotes (RFQ) or by Tender in s.2.4 and change the wording.
- Bullet point 3.3
  - For each set of open houses, the location of the meetings will be:
    - Marten River, Lake Temagami & Town of Temagami
    - Confirm with the MMA if the Public Liaison Committee is the same as the External Relations Committee
    - Add the External Relations Committee
- Section 3.6 last paragraph should read as: “The Temagami First Nation (TFN) will be involved throughout the Official Plan review and the Planner will have due regard for the External Relations Committee.

*Barry Graham excused himself 2:33 and returned 2:35*

Discussion took place on the main things that while performing this Official Plan review should be considered:

- Is it good planning?
- Why does the change in the policy need to happen?
- Who benefits from the change?
- Does it further the economic prosperity within the community?

### **Discussion on the PAC Composition**

Discussion took place regarding the composition of PAC and recommended adding two members. Further discussion took place regarding the Mayor and that by her title as “Mayor” is an ex-officio member on all Committees. Staff will review the mayor’s area of representation within the PAC composition. Further discussion took place that there is interest parties from the Lake neighbourhood that would like to be on the Committee. Discussion took place regarding maintaining the balance as per the amalgamation document and to have a full complement of the committee before making a decision. Discussion took place regarding the amalgamation document and that the review every three years, since the document was passed, has not been done. Staff is to bring a report back to the Committee regarding interested parties and have a draft motion drafted to recommend to Council.

*John Kenrick excused himself from the meeting 2:51 p.m.*

### **Discussion on Mining Location B**

The Chair gave an update as to discussion held at the Committee of the Whole meeting held on January 16, 2018. Mr. Graham informed the Committee that Mr. O’Shea is not at this time ready to bring forward a planning application. Further discussion took place that this issue will be addressed as part of the OP review.

### **Update on Official Plan Housekeeping Amendment re: Second Units**

The Committee discussed what the next step is regarding the above amendment and staff informed the Committee that she has finished the application and forwarded to the Planning Consultant for review. Staff will contact the planning consultant to see how the review is coming of the amendment and what the next steps are on how to proceed.

### **Items for Information**

18-08

MOVED BY: B. Graham

SECONDED BY: J. Hasler

BE IT RESOLVED THAT the information item be noted, filed, and recorded in the minutes of this meeting.

Items for information were:

- Correspondence from the Ministry of Natural Resources and Forestry dated December 21, 2017 re: Bill 139 receiving Royal Assent.

CARRIED

### **Items for next agenda**

- Terms of reference v3
- Second Units OP Amendment update
- Draft Motion prepared for Council regarding PAC Composition
- Beginning the review of the OP document.

### **Set Meeting Date**

18-09

MOVED BY: J. Hasler

SECONDED BY: B. Leudke

BE IT RESOLVED THAT the next Planning Advisory Committee Meeting be scheduled for February 22, 2018 @ 10:00 am.

CARRIED

**Meeting Adjournment**

18-10

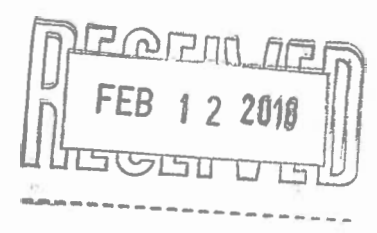
MOVED BY: C. Rannie

SECONDED BY: B. Graham

BE IT RESOLVED THAT the January 23, 2018 meeting be adjourned at 3:09p.m.

CARRIED

**From:** Rachelle Cote <coter@timiskaminghu.com>  
**Sent:** Monday, February 12, 2018 2:12 PM  
**To:** City of Temiskaming Shores; Roxanne St. Germain; Town of Cobalt; Town of Englehart; Town of Latchford; Township of Armstrong & Thornloe; Township of Brethour; Township of Casey/Hudson/Harley/Kerns; Township of Chamberlain; Township of Coleman; Township of Evanturel; Township of Gauthier; Township of Harris; Township of Hilliard; Township of James; Township of KL; Township of Larder Lake; Township of Matachewan; Township of McGarry; Township of Charlton & Dack; Village of Thornloe  
**Subject:** THU Board Correspondence  
**Attachments:** Board Minutes-Dec.6.17.pdf; BOH Report - Q4 - Final.pdf



Good afternoon, the following correspondence is attached for information:

- Board of Health Minutes (December 6, 2018)
- Q4 Board Report

For distribution as appropriate. Thank you!

**Rachelle Côté**  
 Executive Assistant  
 Secretary to the Board of Health  
**Timiskaming Health Unit**  
 247 Whitewood Avenue, Unit 43  
 P.O. Box 1090  
 New Liskeard, ON P0J 1P0  
 Tel: 705-647-4305 ext: 2254  
 Fax: 705-647-5779



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

### Timiskaming Health Unit Board of Health Regular Meeting held on December 6, 2017 at 6:30 P.M. Vienna's Bar & Grill, Kirkland Lake

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1. The meeting was called to order at 6:30 p.m.

2. **ROLL CALL**

#### **Board of Health Members**

Carman Kidd	Chair, Municipal Appointee for Temiskaming Shores
Tony Antoniazzi	Vice-Chair, Municipal Appointee for Town of Kirkland Lake
Kimberly Gauthier	Municipal Appointee for Township of Armstrong, Hudson, James, Kerns & Matachewan
Merrill Bond	Municipal Appointee for Township of Chamberlain, Charlton, Ewanturel, Hilliard, Dack & Town of Englehart
Mike McArthur	Municipal Appointee for Temiskaming Shores
Jean-Guy Chamailard	Municipal Appointee for Town of Kirkland Lake
Jesse Foley	Municipal Appointee for Temiskaming Shores
Audrey Lacarte	Municipal Appointee for Township of Brethour, Harris, Harley & Casey, Village of Thornloe

#### **Regrets**

Maria Overton	Provincial Appointee
Kathleen Bougie	Municipal Appointee for Township of Larder Lake, McGarry & Gauthier
Sue Cote	Municipal Appointee for Town of Cobalt, Town of Latchford, Municipality of Temagami, and Township of Coleman
Vacant	Provincial Appointee
Dr. Alex Hukowich	Medical Officer of Health (A)

#### **Timiskaming Health Unit Staff Members**

Randy Winters	Director of Corporate Services, CEO (A)
Kerry Schubert-Mackey	Director of Community Health
Rachelle Cote	Executive Assistant

3. **APPROVAL OF AGENDA**

**MOTION #69R-2017**

Moved by: Tony Antoniazzi

Seconded by: Merrill Bond

Be it resolved that the Board of Health adopts the agenda for its regular meeting held on December 6, 2017, as presented.

CARRIED

4. **DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE**

None.

5. **APPROVAL OF MINUTES**

**MOTION #70R-2017**

Moved by: Jesse Foley

Seconded by: Audrey Lacarte

Be it resolved that the Board of Health approves the minutes of November 1, 2017, as presented.

CARRIED

6. **BUSINESS ARISING**

None

7. **FINANCE UPDATE**

a. **2017 Public Health Funding Approval**

A chart of the 2017 approved allocations was distributed to the Board for review and information.

b. **Operational Surplus**

**MOTION #71R-2017**

Moved by: Jesse Foley

Seconded by: Tony Antoniazzi

Be it resolved that the Board of Health approves the return of any surplus over \$1,000,000 as of December 31, 2016, in the same percentage as contributed.

CARRIED

8. **NEW BUSINESS**

None

9. **CORRESPONDENCE****MOTION #72R-2017**

Moved by: Kim Gauthier

Seconded by: Audrey Lacarte

The Board of Health acknowledges receipt of the correspondence for information purposes;

- **The Regional Municipality of Durham**  
Letter to Honourable Kathleen Wynne to request the Government of Ontario to amend the Publicly Funded Immunization Schedule such that vaccinations recommended for child care workers by MOH be publicly funded.
- **Thunder Bay District Health Unit**  
Letter to Dr. Hoskins urging provincial action to address the potential health harms from the modernization of alcohol retail sales in Ontario. Resolution #85-2017 to request the government to fulfil its commitment to develop a provincial strategy to minimize harm and support the safe consumption of alcohol.
- **City of Temiskaming Shores**  
Letter to Dr. Hoskins to express concerns with the recommendations of the Expert Panel on Public Health.
- **Elgin St. Thomas Public Health**  
Letter to the Attorney General of Ontario to applaud the Province of Ontario for releasing their plans for regulating cannabis once it is federally legalized and to also urge the Province to use a public health approach in setting packaging and advertising restrictions.
- **Grey Bruce Health Unit**  
-Letter to Dr. Hoskins, considering the correspondence of Peterborough Public Health and Leeds, Grenville and Lanark District Health Unit, calling for transparency regarding the indicators of success of the newly implemented Healthy Menu Choices.  
-Letter to Dr. Hoskins, considering the correspondence of Leeds, Grenville and Lanark District Health Unit, requesting that the province reconsider the decision to eliminate the funding for the Health Promotion Resource Centres to be replaced with annual competitive grants.
- **Simcoe, Muskoka District Health Unit**  
Letter to Dr. Hoskins to commend the Executive Steering Committee of the recently released *Smoke-Free Ontario Modernization* report and the evidence-based recommendations, supports and strategies to reduce tobacco use to less than 5% by year 2035.
- **KFL&A Public Health**  
Motion sent to Dr. Hoskins to recommend the MOHLTC provide and support an updated Nutritious Food Basket Protocol with the modernized OPHS to ensure consistent data collection and methodology for community-level food costing across the province.
- **Algoma Public Health**  
Letter to Dr. Hoskins urging provincial action to address the potential health harms from the modernization of alcohol retail sales in Ontario and request the government to develop a comprehensive provincially led strategy to mitigate the harms of alcohol.
- **Peterborough Public Health**  
Letter to Ministry of Health to commend the Federal Government for identifying the

restrictions or marketing of unhealthy foods to children under 17 as a priority for action and to request that caffeinated energy drinks and other foods and beverages, high in caffeine and sugar, be included and federal regulation to include the restriction of sales to children and youth.

- The Regional Municipality of Durham

-Letter to Honourable Kathleen Wynne to express support for the implementation of the recommendations contained in the *Report of the Rowan's Law Advisory Committee*.

-Letter to Honourable Kathleen Wynne to urge the province to not adopt any or all of the recommendations of the Minister's Expert Panel and the correspondence from alPHA highlighting its concerns be endorsed.

10. **IN-CAMERA**

**MOTION #73R-2017**

Moved by: Jean-Guy Chamaillard

Seconded by: Mike McArthur

Be it resolved that the Board of Health agrees to move in-camera at 6:45 p.m. to discuss the following matters under section 239 (2):

- a. In-Camera Minutes (November 1, 2017)
- b. MOH Recruitment Update
- c. Identifiable Individual

CARRIED

11. **RISE AND REPORT**

**MOTION #74R-2017**

Moved by: Tony Antoniazzi

Seconded by: Jean-Guy Chamaillard

Be it resolved that the Board of Health agrees to rise with report at 6:58 p.m.

CARRIED

**In-Camera Minutes**

**MOTION #75R-2017**

Moved by: Jesse Foley

Seconded by: Audrey Lacarte

Be it resolved that the Board of Health approves the in-camera minutes of meeting held on November 1, 2017 as presented.

CARRIED

**Acting MOH Appointment**

**MOTION #76R-2017**

Moved by: Merrill Bond

Seconded by: Kim Gauthier

Be it resolved that the Board of Health appoints Dr. Glenn Corneil as Acting MOH for the period of January 1, 2018 to June 30, 2018.

And to increase Randy Winters' Holidays by two weeks in lieu of any increase in wages as the Acting CEO.

CARRIED

12. **DATES OF NEXT MEETINGS**

The next Board of Health meeting will be held on February 7, 2018 at 6:30 p.m. in Englehart.

13. **ADJOURNMENT**

**MOTION #77R-2017**

Moved by: Mike McArthur

Seconded by: Jesse Foley

Be it resolved that the Board of Health agrees to adjourn the regular meeting at 7:00 p.m.

CARRIED

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Carman Kidd, Board Chair

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Rachelle Cote, Recorder

### Report Content

- [Year-End Program Highlights](#)
- [Upcoming Events](#)
- [HR Update](#)

This report focuses on fourth quarter program activity highlights as well as some year-to-date information.

The fourth quarter at THU started with Cultural Humility training for all staff. This training brought a Cultural Humility Specialist to Timiskaming through a collaboration with the Ontario Public Health Association.

With the impending new [Ontario Public Health Standards](#) (effective Jan. 2018), Public Health Units are preparing to submit an annual service plan for all programs (new requirement). Supporting guidelines and protocols for the standards are being released in phases into early 2018. A Ministry Task Force is being established to support a new Public Health Indicator Framework for program outcomes.

Throughout 2017, staff worked on multiple topics and the diversity of work included population health surveillance, clinical service delivery, inspection and work with numerous stakeholders on programs and policies that support healthy behaviours and healthy communities. Underpinning our population health promotion and protection work is a focus on root-cause interventions and addressing the social determinants of health that contribute to health inequities.

While this report focuses on what has been accomplished to date, a few things *on our radar* include:

- [Office of the Auditor General of Ontario -Annual Report 2017 Vol 1 Value For Money Audit , Public Health: Chronic Disease Prevention \(Dec. 2017\)](#)
- [Ontario Income Security Reform- Recommendations Report \(Nov. 2017\)](#)
- [Association of local Public Health agencies \(alPHA\) Election-Policy-Priorities-to-Government](#)
- [Designing Healthy Living – The Chief Public Health Officer’s Report on the State of Health in Canada – 2017](#)

## Year-End Program Highlights

### Population Health Assessment, Surveillance, Research & Knowledge Exchange

Fourth quarter/2017 highlights include:

Connected with our Northeast Health Unit peers and Indigenous Partners to support research on ways to effectively engage First Nations to improve community Health. [Locally Driven Collaborative Project \(LDCP\)](#)

Participated in Mamow Ayahmowen: Northern Ontario Indigenous Health Information Partnership, an initiative funded through the Health Services Integration Fund of Health Canada.

Developed and disseminated the fall edition of our local Health Care Provider Newsletter: Public Health Matters

Completed over 28 population health data summaries and reports in 2017, this data is used and shared by all programs to influence and inform healthy public policy and programs.

## Chronic Disease, Injury & Substance Misuse Prevention

Nearly all activities for 2017 were carried out as planned. A small number of activities were deferred to 2018 in response to higher priority opportunities that arose in 2017 or to staff turnover.

### Increase levels of physical activity among children and youth and make active living easier in our communities:

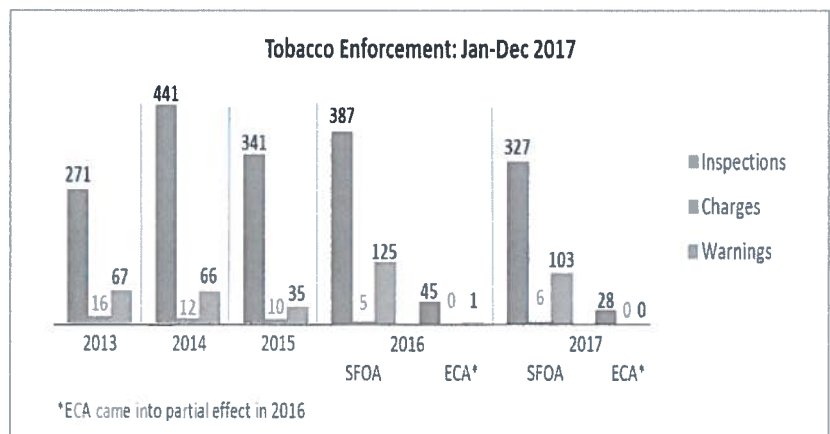
- Facilitated training 5 local cyclists in CANBike instructor training
- Participated in Age Friendly Community efforts for Temiskaming Shores and the Town of Kirkland Lake

### Increase supportive environments for healthy eating behaviours

- Partnered with Healthy Kids Community Challenge to implement and evaluate Healthy Eating in Recreational Settings Pilot Project—supported two local recreation food premises in offering healthy options
- Inspected 100% of applicable food premises for compliance with *Health Menu Choices Act*. Of the 34 eligible premises, 17 were re-inspected due to some non-compliance of which at the end of Q4, 5 have ongoing non-compliance to be re-inspected. No complaints have been received triggering complaint based re-inspection.

### Reduce tobacco use and exposure (Smoke-Free Ontario & Nicotine Replacement Therapy/NRT funding)

- Ran cessation campaigns *Best Gift Ever* tobacco (20,000 reached via newspaper x2, 3900 via social media) and the *First Week Challenge*
- Provided brief tobacco cessation counselling to 41 clients and dispensed 344 \$25 vouchers for Nicotine Replacement Therapy (NRT). Also expanded the NRT voucher program to Matachewan Nursing Station, Beaverhouse First Nation and Canadian Mental Health Association.
- Completed all mandated tobacco inspections (tobacco and e-cigarette retailers re: youth access and display and promotion and secondary schools re: signage)
- During Q3 & Q4, issued 5 SFOA charges (3 for *smoking in enclosed workplace*, 1 for *smoking on school property*, and 1 on *hospital property*) and issued 67 SFOA warnings (54 for *smoking on hospital property*, 12 warnings to 3 workplaces, 1 smoking on school property). See year to date chart below.



#### **Help community partners to deliver diabetes prevention behaviour change programming (100% funded)**

- Supported community partners in the delivery, organization, promotion, funding and delivery 5 Food Skills for Families in their respective community groups
- Completed the first half of the Primary Care Diabetes Program (12 weeks) in both Kirkland Lake (18 participants) and Temiskaming Shores (14)

#### **Promote healthy aging and reduce the impact of falls for those aged 65 years plus (funded by NE LHIN)**

- Continued local coordination for partnership Stay on Your Feet
- Implemented Falls Prevention Month campaign: focus on Medication Management
- Trained 12 people from 5 local agencies to facilitate an exercise and education program Stand Up
- Provided falls prevention resources to Temiskaming Hospital for new Patient Discharge packages
- Published bilingual Exercise Guide for Older Adults in Temiskaming

#### **Reduce the frequency, severity and impact of substance misuse and injury**

- Worked with local partners to implement a district-wide Distracted Driving campaign and National Teen Driver Safety Week (people reached: 3900 via social media, 15000 via newsprint, 300 coasters distributed)
- Implemented district-wide winter driving campaign in partnership with 10 local auto servicing businesses, newspaper ad and social media campaign
- Supported Young Rider Day in Kirkland Lake and Temiskaming Shores for school bus safety reaching 166 students and their families

## **Healthy Schools**

The fourth quarter of the calendar year marks the first several months of a new school year, highlights include:

**Healthy Eating** - Northern Fruit and Vegetable Program – connected with all eligible schools to support baseline evaluation research ongoing follow-up and support for Bright Bites healthy eating program and policy for promoting water over sugar sweetened beverages.

**Playground Activity Leaders in Schools** Supported several schools with training and implementation. This program aims to increase recess activity, decrease conflict and build leadership skills.

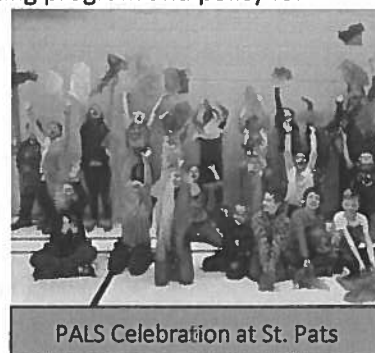
**Youth Tobacco Prevention** – supported 5 school-aged youth and 3 adult partners in attending a Northeast Tobacco Summit on sacred vs commercial tobacco use. Supported tobacco youth champions in planning tobacco awareness initiatives.

**Youth Mental Health Promotion** - supported training and student activities at one secondary school starting up as a new Jack.Org chapter -for youth mental health.

**Roots of Empathy (ROE)** - began delivery of ROE at 2 schools (decrease in bullying and aggression, increase in empathy and social and emotional competence).

**Grade 7 Immunization Program** (round 1) delivered in all schools across the district offering HPV, Hepatitis B and Meningococcal vaccine.

**School Healthy Relationship Clinics**- held monthly at 4 secondary schools providing information and services related to sexual health and other health and well-being topics.





**General Student Health and Wellbeing** – Supported TDSS Parent Council with parent engagement survey.

**P.A.R.T.Y. Program** delivered along with numerous partners for 50 grade 10 students re: preventing alcohol/drug and risk related trauma in youth.

## Oral - Dental Health – Healthy Smiles Ontario

Dental Screenings				
Caseload	2014	2015	2016	2017
<i>Pre-Kind/Kind &amp; Grade 2 In-School Program</i>	822	555	937	800
<i>Grade 4-6-8 Additional In-School Screening</i>	1153	1043	2217	1350
<i>Office Screenings</i>	345	292	238	248

Click [here](#) for more information on the **Healthy Smiles Ontario Program**.

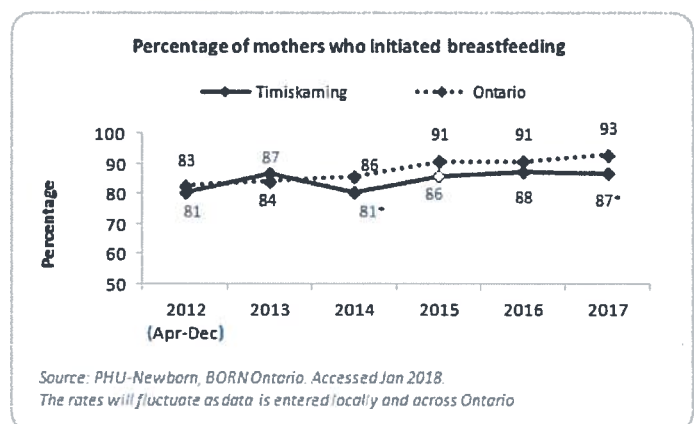
## Family (Child and Reproductive) Health

Quarterly and year-to-date highlights include:

- Supported partner collaboration by coordinating monthly meetings of the **Family Health Coalition**.
- Child Passenger Safety** - car seat safety was a focus for THU in 2017 and much work was done to create awareness and collaborate with partners. Training occurred with 7 external partners including NEOFACS, OEYC and OPP as well as internal THU staff.

THU Car Seat Inspections	2016	2017
Kirkland Lake	36	26
New Liskeard	36	47

- Supported **National Child Day** events which were celebrated in 5 locations across the district. These events included linguistically and culturally-led activities focused on children 0-6 years.
- Breastfeeding:** Continued daily monitoring of the new peer support Facebook page, of which approximately 90 women have accessed. Recent work with the New Liskeard chapter of the La Leche League has increased awareness of local support for breastfeeding moms and their families.



### Healthy Babies – Healthy Children Home Visiting Program

In 2017, 59 families received home visits offered as part of the Healthy Babies, Healthy Children Program and of these, (37) families benefited from the *Blended Home Visiting Program* (visiting by a nurse and family home visitor). These families receive additional supports to optimize child growth and development.

Visits	2017
Total # of Home Visits	325
Family Resource Worker Visits (FRW)	158
Public Health Nurses (PHNs) Visits	167

### Healthy Beginnings Clinic - Pre and Postnatal Nurse Practitioner Program

In 2017 there were 1,240 client visits to this program of which 763 occurred in Q3 & Q4. In 2017 there were 77 new clients added to the program.

Number of newborns by quarter					
	Q1	Q2	Q3	Q4	Total
2012	N/A	81	80	68	229
2013	72	89	93	83	337
2014	81	78	98	81	338
2015	94	82	94	75	345
2016	74	82	126	86	368
2017	100	82	89	81	352

Source: PHU-Newborn, BORN Ontario. Accessed Jan 2018.

## Immunizations, Infectious & Communicable Diseases

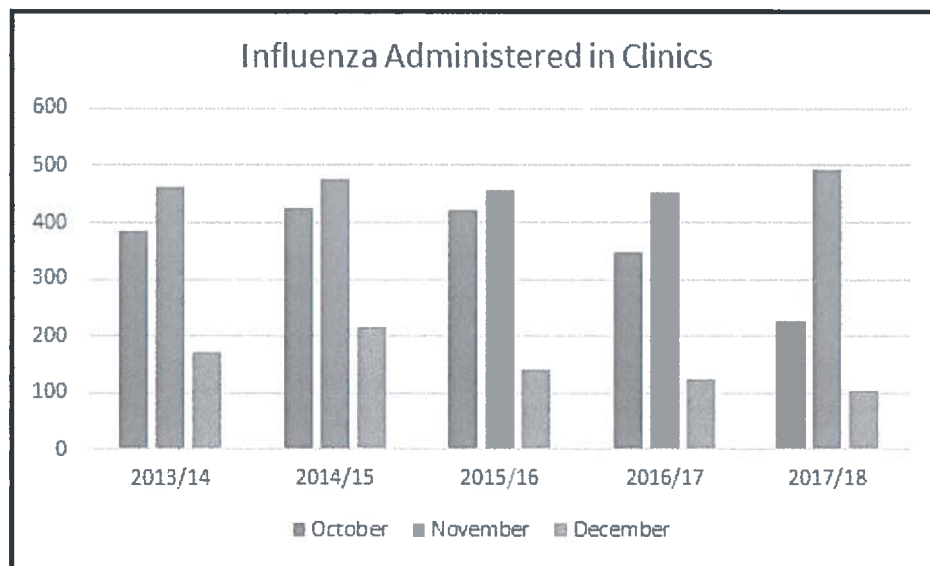
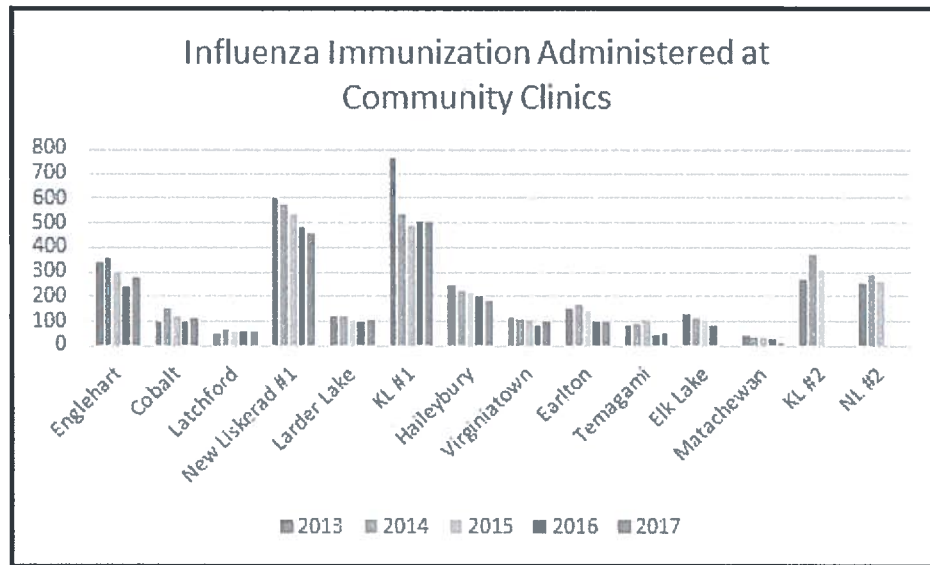
In 2017, 100% of annual vaccine fridge inspections were completed. Some facilities get more than one inspection per year due to follow-up.

Year	Vaccine Fridge - Cold Chain Inspection					
	KL		NL		ENG	
	Total inspections	Total failures	Total inspections	Total failures	Total inspections	Total failures
2014	22	7	30	14	7	3
2015	14	4	26	12	6	6
2016	13	2	24	5	5	0
2017 (# of fridges)	12 (13)	10	28 (20)	7	5 (7)	2

Immunization Program				
Immunizations Administered in Office	NL	KL	ENG	Total
# of clients receiving immunizations	2453	1073	503	4029
# of immunizations administered	3297	1370	585	5252
<b>Note: These numbers do not include Influenza Vaccine</b>				

### 2017-2018 Universal Influenza Immunization Program

- For this influenza season, the THU reduced the length of time for some community clinics with lower numbers and augmented in-office visits/clinics by appointment, including more evenings in November.
- Pharmacies continue to administer flu vaccines to clients over the age of 5 years old throughout the district. New this season, pharmacies received their influenza vaccines directly from their suppliers rather than through Health Units, however Health Units are required to track pharmacy influenza inventory in Panorama. Between October and January, local pharmacies provided over 2,000 vaccines.



Travel Health Consultations				
<i>Office</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>
Kirkland Lake	335	317	272	259
New Liskeard	478	682	595	620
Englehart	157	81	n/a	n/a

**Sexual health services at Timiskaming Health Unit include:**

- Information on sexually transmitted infections (STIs), free testing and treatment of STIs
- Confidential or anonymous HIV testing
- Pregnancy testing and information about Emergency Contraception Plan B, affordable contraception and free condoms

Sexual Health				
<i>Client Services</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>
<i>Male Clients</i>	193	81	129	127
<i>Female Clients</i>	1355	602	864	805
<i>Contraceptives</i>	1,868	812	929	846
<i>Plan B</i>	85	48	41	25
<i>STI Tests</i>	345	208	215	201
<i>Pregnancy Tests</i>	40	33	28	36
<i>Blood-Borne Infection Tests</i>	119	79	124	97

**The Harm Reduction Program at Timiskaming Health Unit includes:**

- Needles, injection and inhalation equipment & information for safer drug use
- Provision of condoms and information about safer sex
- Community referrals to services
- In Q4 the Timiskaming Health Unit prepared to be an Ontario Naloxone Program site (launching Jan. 2018) to dispense free Naloxone (temporarily reverses an opioid overdose).

Harm Reduction Program				
<i>Client Services</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>
<i>Male Clients</i>	36	45	121	189
<i>Female Clients</i>	10	10	68	108
<i>Needles Distributed</i>	6,900	10,424	12,906	20,953

Infection Control				
Client Services	2014	2015	2016	2017
Reportable Disease Investigations (non-STI)	82	79	67	59
Outbreaks - Institutional	35	27	21	36
Outbreaks - Community	n/a	1	0	0
Animal Bite Reporting	60	77	29	85
Sexually Transmitted Infections (STI)	n/a	92	82	61
Personal Service Settings Inspections (hair salons, tattoos, piercings, aesthetics)	n/a	33	47	50

#### Program Updates:

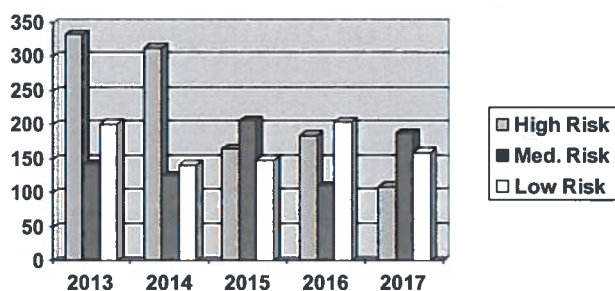
- The first case of influenza in the district was reported just after New Year's Day. Across Canada, Influenza A (H3N2) continues to be the most common subtype detected.
- 2017 was a busy year for institutional outbreaks, which provided opportunities for collaboration and learning.

## Environmental Health & Emergency Preparedness Program

### Food Safety and Safe Water

Food safety risk categorizations were modified in year 2015.

#### Compliance Inspections



Safe Water Inspections	
Drinking Water	2017
Small Drinking Water Systems	19
Recreational Water	
Public Beaches	16
Pools	25
Recreational Camps/Beachfront	11

## Land Control

Septic Systems	2014	2015	2016	2017
Permits Issued	137	131	111	124
File Searches	57	60	60	66
Severance/Subdivision	20	15	15	29

# UPCOMING EVENTS

Some of the upcoming events and opportunities that THU staff are participating in or supporting include:

- **March** –The Ontario Public Health Conference: Leadership. Partnership. Change.  
The Ontario Healthy Schools Coalition Conference.
- **March** -National Nutrition Month and Dietitians Day .



# HUMAN RESOURCE UPDATE

## The comings and goings of our colleagues

### New Staff

- Registered Dietitian – New Liskeard – Temporary (*December 2017-March 2018*)
- Secretary I – Kirkland Lake – Temporary (*December 2017-December 2018*)
- Research-Analyst-Planning-Policy – New Liskeard, Permanent (*January 1, 2018*)
- Chief Building Officer – New Liskeard - Permanent (*January 1, 2018*)
- Medical Officer of Health (A) – New Liskeard – Temporary (*January-June 2018*)

### Resignations

- Research-Analyst-Planning-Policy – New Liskeard, Temporary (*February 16, 2018*)

### Current Vacancies

- Research-Analyst-Planning-Policy – New Liskeard, Temporary (*April 2018 – September 2019*)



**Report contributors:** Randy Winters –Acting Chief Executive Officer/Director of Corporate Services , Kerry Schubert-Mackey – Director of Community Health, Program Managers; Ryan Peters , Angie Manners, Erin Cowan (CNO), Amanda Mongeon. Executive Assistant: Rachelle Cote.



**TEMAGAMI POLICE SERVICES BOARD**  
**DRAFT MEETING MINUTES**  
**Wednesday, January 17, 2018 at 1:00 pm**  
**Boardroom-Temagami Municipal Office**

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Present: Don Johnson  
Dan O'Mara  
Penny St. Germain

Inspector Brent Cecchini  
Debbie Morrow-Secretary

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## **1 Call to Order**

Meeting called to order at 1:05 pm.

## **2 Adoption of Agenda**

2.1 Amendment to Agenda: 4.1 Presentations/Delegations: Temagami Legion requested to speak about Highway Closures represented by Mrs. Berube

*Moved by Penny St. Germain*  
*Seconded by Dan O'Mara*

*BE IT RESOLVED THAT: the January 17, 2018 Agenda be accepted with amendment 4.1 addition to section 4 Presentations/ Delegations presentation by Mrs. Berube concerning Highway 11 closures.*  
*Carried*

## **3 Conflict of Interest / Pecuniary Interest disclosure**

3.1 Conflict of Interest for Dan O'Mara: 7.1 Ratification for the payment of Dan O'Mara's 2017 Honorarium totalling \$100.00.  
3.2 Conflict of Interest for Penny St.Germain: 7.2 Ratification for the payment of Penny St. Germain's Honorarium totalling \$100.00.  
3.3 Conflict of Interest for Don Johnson for the following 2 Ratification:  
7.3 Ratification for the payment of Don Johnson's Honorarium totalling \$100.00.  
7.4a-c Ratification for payment of Don Johnson's 2017 Spring Conference Expenses totalling \$894.37.

## **4 Presentations and Delegations**

4.1a Presentation by Temagami Legion represented by Mrs. Berube who spoke about the Highway 11 closures and the Temagami Legion has volunteers that are willing to open the Temagami Legion to accommodate stranded motorists to offer shelter, washrooms, coffee and a sandwich.  
4.1b Request that the OPP could attempt to move the transports off to the shoulder of the highway in an attempt to let the vehicles stranded get through to Temagami and obtain shelter at the Temagami Legion.  
4.1c If the transports were moved off to the shoulder it would also allow the plow through as well.  
4.1d Mrs. Berube ensured that no alcohol would be served.



4.1 e Mrs. Berube will be the contact phone number given to Inspector Cecchini and he will share it with the local OPP officers.

4.1f Should Mrs. Berube be unable to drive from the Temagami North town site the Temagami Legion has 3 volunteers in the town itself that are willing to open the doors to stranded motorists.

## **5 Acceptance of minutes of the previous meeting**

Minutes for Temagami Police Service Board Meeting held on November 15, 2017 are accepted as presented.

*Moved by Dan O'Mara*

*Seconded by Penny St. Germain*

*BE IT RESOLVED THAT: the minutes for the Temagami Police Services Board meeting held on November 17, 2017 are accepted as presented.*

*Carried*

## **6 Business arising from the minutes**

6.1 Lake Temagami Watch Update from Dan O'Mara:

6.1ai Lake Temagami has been very quiet with no break-ins in the last 2 months.

6.1aii In fact Lake Temagami has had very little traffic.

6.1b Lake Watch Program is attempting a new program to encourage home/cottage owners to buy larger sign and Dan will install it for them.

6.1c Inspector Cecchini will forward the OPP snowmobile patrol schedule for Lake Temagami to Dan; he is welcome to ride along with the patrols.

6.1d Last week of February is when the OPP Surveillance Plane is to return to perform air patrols.

6.1e There has been a noticeable increase in OPP presence on the Temagami Access Road and at the Lake Temagami landing area.

## **7 Ratification / Consent items**

7.0a Don Johnson made a short presentation on the procedure and reasoning for submitting invoices for payment.

7.0b Invoices submitted to Debbie have a cover letter attached to them when submitted for payment allocating the expenses to the correct general ledger accounts.

7.0c If the cover letter is not sent with the invoices submitted they are returned to Debbie for inclusion of the letter and break down of expense allocation.

7.1 Ratification for the payment of Dan O'Mara's 2017 Honorarium totalling \$100.00.

*Moved by Don Johnson*

*Seconded by Penny St. Germain*

*BE IT RESOLVED THAT: the payment of Dan O'Mara's \$100.00 Honorium was ratified.*

*Carried*

7.2 Ratification for the payment of Penny St. Germain's Honorarium totalling \$100.00.

*Moved by Don Johnson  
Seconded by Dan O'Mara*

*BE IT RESOLVED THAT: the payment of Penny St. Germain's Honorarium totalling \$100.00 was ratified.  
Carried*

7.3 Ratification for the payment of Don Johnson's Honorarium totalling \$100.00.

7.4a-c Ratification for the payment of Don Johnson's 2017 Spring Conference Expenses totalling \$894.37

*Moved by Penny St. Germain  
Seconded by Dan O'Mara*

*BE IT RESOLVED THAT: the payment of Don Johnson's \$100.00 Honorarium and \$894.37 for Spring Conference Expenses was ratified.  
Carried*

7.5a-c Ratification for the payment of Secretary's wages totalling \$243.81 (\$45.81 office supplies included in total)

7.6a&b Ratification for the payment of Invoice for Temagami Lake Watch Billboard totalling \$1,356.00 submitted to Municipality on January 13, 2018.

7.7a&b Ratification for payment of 2018 OAPSB membership invoice totalling \$737.49 Submitted to Municipality on January 13, 2018.

*Moved by Dan O'Mara  
Seconded by Penny St. Germain*

*BE IT RESOLVED THAT: the payment of \$243.81 for Secretary's wages and the payment of \$1,356.00 for Temagami Lake Watch Billboard and the \$737.49 for 2018 OAPSB Membership Dues all were ratified.  
Carried*

## **8 Items for discussion**

8.1a Proposed 2018 budget was submitted to the Municipal per resolution passed in the November 15, 2017 meeting.

8.1b OPP Policing Contract for 2018 actual figures have been received since then: Budgeted Police Services Expenses was \$427,344 actual expense is \$420,003.

8.1c Motion to update and send amended budget to Elaine Gunnell and Sandy Nadeau.

*Moved by Dan O'Mara  
Seconded by Penny St. Germain*

*BE IT RESOLVED THAT: 2018 Budget proposal submitted to the Municipality be amended with the following update to Local Police Service Expense \$420,003 (decreased from \$427,344) overall decrease to Budget Expenses of \$7,341.  
Carried*

8.2a Update the new Police Services Act has not passed thru parliament as of yet and any change in political power could stop the process.

8.2b In the update it is mentioned that the proposed legislation will allow Detachment Commander's in remote areas to use their discretion on Police Services Board Amalgamations.

8.3a Annual OPP Municipal Billing for 2018 has decreased from \$422,489 in 2017 to \$420,003.

8.3b The estimated average cost per household dropped from \$277.32 to an estimated average cost per household of \$275.98.

8.4a Penny St. Germain asked Inspector Cecchini about the OPP requirement for a 911 call?

8.4b The 911 operator requires exactly the 911 number on the blue municipal sign on each property.

8.5 a General question to Inspector Cecchini about the use of Social Media platforms such as Instagram or iPhone- find friends app by family or friends of OPP Officers on duty at a RIDE program to locate the whereabouts of such a RIDE program?

8.5b Inspector Cecchini advised that he would hope not but would mention it to his staff to ensure that this situation would not happen.

8.6a Access to OAPSB website was denied so no updates to general information emails since December 23, 2017.

8.6b Email received today from OAPSB with new login procedures.

## **9 Items for General Information**

Items 9.1 to 9.13 forwarded to board members ahead of meeting when retrieved from OAPSB Website.

General discussion that Debbie will continue to retrieve the emails and forward to Board Members.

9.8 Discussion with Dan and Inspector Cecchini to organize a meeting with Bear Island to encourage a joint grant application under the Proceeds of Crime Grant and encourage working together.

## **10 Detachment Commander's Report**

10.1 Detachment Commander's Report

Note: all stats are for November and December 2017 unless otherwise stated.

10.1ai Criminal Code and Provincial Statute Charges Laid-All charges are down by 34.8% due to concentration in different areas.

10.1aii Traffic Related Charges are down: Speeding by 49.3%, Seatbelts by 33.3%, Impaired by 42.9% and Distracted by 14.3%

10.1bi Violent Crimes are down overall by 133.3% overall

10.1bii Only Assaults increased and it is the same persons who know each other. (Domestic)

10.1biii Property Crime-overall year to date charges up 51.3% from year to date.

10.1biv Note: break and enter large component 72.2%

10.1biv Note: Mischief up from 1 for 2016 to 9 in 2017 believed to be an isolated situation.

10.1bvi Drug Crime-no charges same as last year.

10.1bvii Overall Clearance Rate shows a slight drop by .8% as compared to 2016.

10.1ci Public Complaints none.

10.1cii 105 Cruiser Patrol Hrs and 13 Foot Patrol Hrs. (Focusing on officers being present and being seen.)

10.1ciii Constable Jen Roswell is now reporting for duty at Temagami Detachment. Former Auxiliary Officer Jason has an interview coming up for area detachment.

10.1di Total calls for service in 2017-202 slightly higher than 2016 - 181

10.1dii Large portion of the calls for service are for PROPERTY CRIME AT 71 in 2017 in 2016 it was 53.

10.1diii Year To Date Weighted Hours increased from 870.8 in 2016 to 1169.5 in 2017.

10.1div Of the total 2017 Weight Hours – Property Crime in 2017 totalled 539.6.

**11 Next Meeting: Wednesday, March 7, 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 2:25pm.*

*Moved by Dan O'Mara*

*Second by Penny St. Germain*

*Carried*