

The Corporation of the Township of Ignace
Regular Meeting of Council
Monday January 17, 2022 @ 6:00 p.m.
ELECTRONIC MEETING

Public Notice is hereby given that Council will be meeting Electronically as permitted by Bill 187, Municipal Emergency Act, 1818. Citizens are encouraged to attend the virtual meeting via the following link:

<https://us06web.zoom.us/j/81813119850?pwd=SFFYdE1PTHpkSC9GZ0xObUdUdDFIZz09>

Meeting ID: 818 1311 9850

Passcode: 896980

Acknowledgement of Indigenous Lands

1. Call to Order: Chaired by Mayor Penny Lucas

Mayor Lucas called the Regular Meeting of Council to order this 17th day of January 2022, at ____ p.m.

2. Approval of Agenda Page 1-4

Motion: **#2022.01.17.**_____

Moved by: _____ Seconded by: _____

THAT, Council for the Corporation of the Township of Ignace does hereby approve the Agenda for the Regular meeting of Council this 17th day of January, 2022, as _____.

Carried

3. Declarations of Pecuniary Interest

The Chair calls for any declaration of pecuniary interest, and the general nature thereof under the Municipal Conflict of Interest Act with respect to the agenda for this meeting.

4. Delegations/Deputations/Presentation

5. Consent Agenda

Motion: # 2022.01.17. _____

Moved by: _____

Seconded by: _____

THAT, Council for the Corporation of the Township of Ignace does hereby approve the Consent Agenda for the Regular meeting of Council this 17th day of January 2022, as _____

AND, all directions and/or any recommendations or motions included therein.

1. Previous Minutes

1.1 Regular Meeting of Council dated November 15, 2021 **Page 5-15**

1.2 Special Meeting of Council dated December 13, 2021 **Page 16-20**

2. Monthly Reports

2.1 Mayor's **Page 21**

2.2 Finance Department **Page 22-23**

2.3 Planning, Development & Engagement Services Department/Recreational Dept **Page 24-27**

2.4 Administration/Corporate Services Department **Page 28-29**

2.5 By-Law Officer **Page 30-31**

3. Correspondence

3.1 Notice of Motion - Amend Procedural By-Law 64/2020, Part 10, Section 10.3 **Page 32-33**

3.2 Support letter for Ignace Silver Tops Seniors Centre **Page 34**

3.3 Proclamation - Make January Alzheimer Awareness Month **Page 35-36**

3.4 AMO - OHS Due Diligence Challenges for Directors & Officers of Municipalities **Page 37-66**

3.5 Operations Reports October & November 2021- Drinking Water System & Water
Pollution Control Plant **Page 67-96**

3.6 OPP - 2021 Third Quarter Report **Page 97-103**

3.7 NOMA - FONOM Request for Municipal Land Transfer Tax as Revenue Tool **Page 104-106**

3.8 St. Catharines - Support Re: National Childcare Program **Page 107-108**

3.9 Township of Alnwick & City of Vaughan - Endorsing National Teen Driver Safety Week &
Requesting the MTO to Review Measures Impacting Newly Licensed Drivers **Page 109-114**

3.10 Tay Valley Township - Province Wide Assessment Update **Page 115-116**

3.11 Town of Bradford West Gwillimbury - Against Quebec's Bill 21 **Page 117-118**

Carried

6. Consideration of Consent Items Requiring Discussion

7. Questions from the Public

8. By-Laws

8.1 By- Law #: 02.2022 - A By-law respecting the Borrowing of Money to Meet current Expenditures – CIBC **Page 119-122**

8.2 By- Law #: 03.2022 - Being A By-Law to Provide for An Interim Tax Levy, The Payment of Taxes and To Provide for Charging of Penalty and Interest at The Rate of One and One Quarter Percent Per Month. **Page 123-128**

9. Notice of Motions

10. Adjournment to Closed Meeting Session

Motion: #2022.01.17._____

Moved by: _____ Seconded by: _____

THAT, Council convenes into the Closed Session of this Regular Meeting of Council this 17th day of January 2022, chaired by Mayor Penny Lucas, at _____ pm., to discuss the following items:

Closed Session Matters

Pursuant to Section 239(2) (b) (d) (e), (f), (i) of the Municipal Act:

- (b) personal matters about an identifiable and individual including municipal or local board employees
- (d) labour relations or employee negotiations
- (e) litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose

Carried

11. Reconvene to Regular Meeting of Council

Motion: #2022.01.17._____

Moved by: _____ Seconded by: _____

THAT, Council reconvenes to the Regular Meeting of Council this 17th day of January 2022, chaired by Mayor Lucas at _____ pm.

Carried

12. Business Arising from Closed Session of the Regular Meeting of Council

13. Confirmatory By-Law

Motion: #2022.01.17._____

Moved by: _____ Seconded by: _____

THAT, By-Law #04.2022, Being A By-Law to Confirm the Proceedings of The Council of The Corporation of The Township of Ignace Regular Meeting dated January 17th, 2022 be read a First, Second, and Third Time, and Passed.

Carried

14. Adjournment

Motion: # 2022.01.17._____

Moved by: _____ Seconded by: _____

THAT, the Regular Meeting of Council this 17th day of January 2022, be adjourned at _____pm.

Carried



**The Corporation of the Township of Ignace
Minutes of the Regular Meeting of Council
Monday, November 15, 2021 at 6:00 pm**

ELECTRONIC MEETING

<u>Council</u>	Mayor Penny Lucas Deputy Mayor Chantelle Tucker Councillor Debbie Hart Councillor Greg Waldock Councillor Shaun Defeo (Arrived at 6:06 p.m.)
<u>Staff</u>	Lynda Colby – Clerk Roxanne Cox – Deputy Clerk
<u>Staff/Public</u>	17 Participants

Acknowledgement of Indigenous Lands

1. Call to Order

Mayor Penny Lucas calls the Regular Meeting of Council to order this 15th day of November 2021, at 6:01 pm.

2. Approval of Agenda:

Motion: #2021.11.15.247

Moved by: Cllr. Debbie Hart

Seconded By: Deputy Mayor Chantelle Tucker

THAT, the Agenda for the Regular Meeting of Council this 15th day of November 2021, be approved as amended.

5.3 Correspondence

Add: #5 Consent Agenda 3.17 Appointment of Deputy Mayor
3.18 Loonie Lunch Correspondence
3.19 Northern Waterworks Correspondence

#8 By-Law 104.2021 Appointment of Chantelle Tucker as Deputy Mayor

#9 Notice of Motion Moved by Debbie Hart

Carried

3. Declarations of Pecuniary Interest

None

4. Delegations/Deputations/Presentations

Motion: #2021.11.15.248

Moved by: Cllr. Debbie Hart

Seconded By: Cllr. Greg Waldock

THAT, Council for the Corporation of the Township of Ignace accepts the Presentation from Jorge Arjon, Product Specialist from Titan GPS, at the Regular Meeting of Council this 15th day of November 2021.

Carried

5. Consent Agenda

Motion: #2021.11.15.249

Moved by: Cllr. Greg Waldock

Seconded By: Cllr. Shaun Defeo

THAT, Council for the Corporation of the Township of Ignace approves the Consent Agenda at the Regular meeting this 15th day of November 2021 as amended.

AND, all directions and/or any recommendations or motions included therein.

Amendments

Added

3.17 – Appointment of Deputy Mayor

3.18 – Loonie Lunch Correspondence

3.19 - Northern Water Works Correspondence

#8 By-Law 104.2021 - Appointment of Chantelle Tucker as Deputy Mayor

9 Notice of Motion - Moved by Debbie Hart

Pulled for Discussion

2.3 Planning, Development & Engagement Services Dept/Rec Dept. Report

2.5 By-Law Officer Report

3.1 Municipal Elections 2022 - Method of Voting Proposal

3.2 Special Meeting of Council - 2019 Financial Statements

3.4 NOHFC Funding Application: Seniors Centre Report

3.5 NOHFC Funding Application: Seniors Walk/Urban Art Trail Report

3.6 Conceptual Entry Way Signage Report

3.7 Kenora Home for the Aged Board of Directors Appointment

3.8 KDMA Conference Dryden - January 19th & 20th

3.9 ROMA Conference - January 23rd & 24th, 2022

3.10 Economic Development Advisory Committee Minutes

3.12 Connie Fiarbrother Correspondence

- 3.13 Solicitor General Correspondence
- 3.17 Appointment of Chantelle Tucker as Deputy Mayor
- 3.18 Loonie Lunch Correspondence
- 3.19 Northern Waterworks Correspondence

Carried

6. Consideration of Consent Items Requiring Discussion

2.3 Planning, Development & Engagement Services Department/Recreational Department

Pulled for a discussion regarding a date of when the Snowflakes Decorations would be displayed and an update on the Outdoor Rink.

2.5 By-Law Officer Report

Inquiry of the reporting period dates and requested that the next report include the reporting dates to help with future comparison.

3.1 Municipal Elections 2022 - Method of Voting Proposal

Motion: #2021.11.15.250

Moved by: Cllr. Greg Waldock

Seconded By: Cllr. Shaun Defeo

THAT, Council for the Corporation of the Township of Ignace accepts the Report from the Clerk regarding the 2022 Municipal Election at the Regular Meeting of Council this 15th day of November 2021; and

THAT, Council for the Corporation of the Township of Ignace approves the Electronic Voting Method for the 2022 Municipal Election.

Carried

3.2 Special Meeting of Council - 2019 Financial Statements

Motion: #2021.11.15.251

Moved by: Cllr. Debbie Hart

Seconded By: Cllr. Shaun Defeo

THAT, Council for the Corporation of the Township of Ignace accepts the Staff Report from the Treasurer at the Regular Meeting of Council this 15th day of November 2021; and

THAT, Council approves a Special Meeting of Council to be held on Monday, December 6, 2021 at 6:00 p.m. for the presentation of the 2019 Financial Statements presented by BDO Auditors for the Township of Ignace.

Carried

3.4 NOHFC Funding Application: Seniors Centre Report

Motion: #2021.11.15.252

Moved by: Cllr. Shaun Defeo

Seconded By: Deputy Mayor Chantelle Tucker

THAT, Council for the Corporation of the Township of Ignace accepts the Report from the Project Manager of Planning, Development & Engagement Services this 15th day of November 2021; and

WHEREAS Stage 1 of the NOHFC funding application process has been successfully completed, for the amount of \$300,000.00 (75% of the total eligible project cost of \$400,000); and

WHEREAS the Seniors Centre falls under the Near-Term Investments Agreement with the Nuclear Waste Management Organization (NWMO) and will use their contribution of \$3M to leverage funding from provincial and federal funding organizations; and

THEREFORE, BE IT RESOLVED THAT Council accepts the information as presented and directs Administration to move forward in the contribution of 10% of the eligible and ineligible project costs of \$60,000.00 along with the coverage of any project cost overruns. This is a requirement for the completion of Stage 2 of the funding application process.

Carried

3.5 NOHFC Funding Application: Seniors Walk/Urban Art Trail Report

Motion: #2021.11.15.253

Moved by: Cllr. Debbie Hart

Seconded By: Cllr. Greg Waldock

THAT, Council for the Corporation of the Township of Ignace accepts the Report from the Project Manager of Planning, Development & Engagement Services this 15th day of November 2021; and

WHEREAS Stage 1 of the NOHFC funding application process has been successfully completed, for the amount of \$240,000.00 (75% of the total eligible project cost of \$320,000); and

WHEREAS the Seniors Walk/Urban Art Trail falls under the Near-Term Investments Agreement with the Nuclear Waste Management Organization (NWMO) and will use their contribution of \$320,000.00 to leverage funding from provincial and federal funding organizations; and

THEREFORE, BE IT RESOLVED THAT Council accepts the information as presented and directs Administration to move forward in the contribution of 10% of the eligible and ineligible project costs of \$32,000.00 along with the coverage of any project cost overruns. This is a requirement for the completion of Stage 2 of the funding application process.

Carried

3.6 Conceptual Entry Way Signage Report

Motion: #2021.11.15.254

Moved by: Cllr. Debbie Hart

Seconded By: Cllr. Greg Waldock

THAT, Council for the Corporation of the Township of Ignace accepts the Report from the Project Manager of Planning, Development & Engagement Services this 15th day of November 2021; and

WHEREAS the Township of Ignace Community Strategy 2019-2024 (Community Strategy), under the Community Development pillar, recommends using the new brand to create a themed signage program to improve the visual image and transformation of the TransCanada/Main Street corridor so as to create/enhance the feeling that one has arrived in a great community; and

THEREFORE BE IT RESOLVED THAT Council accepts the information as presented and directs Administration to move forward with the sixth signage option (**see attached-Slide 7**) as the preferred option for the east and west entry way signs for the Township of Ignace as recommended by the Economic Development Advisory Committee (EDAC) after reviewing the Community Strategy.

Tabled to January 2022

3.7 Kenora Home for the Aged Board of Directors Appointment

Motion: #2021.11.15.255

Moved by: Cllr. Shaun Defeo

Seconded By: Cllr. Greg Waldock

THAT, Council for the Corporation of the Township of Ignace accepts the correspondence from the Clerk, Brian MacKinnon of the Municipality of Sioux Lookout this 15th day of November 2021; and

THAT, the Council of the Township of Ignace hereby endorses Mayor Penny Lucas of the Township of Ignace to serve as the Area 2 Representative (representing the Township of Ignace) on the Kenora District Home for the Aged Board of Directors for the balance of the current term, ending November 14th, 2022.

Carried

3.8 KDMA Conference Dryden - January 19th & 20th

Motion: #2021.11.15.256

Moved by: Cllr. Greg Waldock

Seconded By: Cllr. Debbie Hart

THAT, Council for the Corporation of the Township of Ignace approves up to Four Councillors to attend the KDMA (Kenora District Municipal Association) Conference in Dryden at the Best Western on January 19 & 20, 2022 this 15th day of November 2021.

Carried

3.9 ROMA

Motion: #2021.11.15.257

Moved by: Cllr. Shaun Defeo

Seconded By: Cllr. Greg Waldock

THAT, Council for the Corporation of the Township of Ignace approves two Council Members and/or two Staff Members to attend the ROMA (Rural Ontario Municipal Association) Zoom Conference on January 23-25, 2022 this 15th day of November 2021.

Carried

3.10 Economic Development Advisory Committee Minutes

Planning Department is currently developing an RFP for gardening services and will be reviewed with EDAC in near future.

3.12 Connie Fiarbrother Correspondence

Motion: #2021.11.15.258

Moved by: Cllr. Debbie Hart

Seconded By: Cllr. Greg Waldock

THAT, Council for the Corporation of the Township of Ignace accepts the correspondence from Connie Fairbrother this 15th day of November 2021; and

FURTHER THAT, Council directs Administration to waive the facility fees for the use of the Upper Hall for 1 day per week for 10 weeks for Connie Fiarbrother to offer Primary and Junior Dance classes.

Defeated

Administration is directed to provide options for program funding.

3.13 Solicitor General Correspondence

Nice to see we received this letter and we are ahead of the game. Mayor Lucas has responded.

3.17 Appointment of Chantelle Tucker as Deputy Mayor

Motion: #2021.11.15.259

Moved by: Cllr. Greg Waldock

Seconded By: Cllr. Debbie Hart

THAT, Council for the Corporation of the Township of Ignace deems it advisable to appoint Councillor Chantelle Tucker as Deputy Mayor for a term starting November 15, 2021 and ending November 14, 2022 as per By-Law 104.2021 this 15th day of November 2021.

Carried

3.18 Loonie Lunch Funding

Motion: #2021.11.15.260

Moved by: Cllr. Shaun Defeo

Seconded By: Cllr. Greg Waldock

THAT, Council for the Corporation of the Township of Ignace accepts the correspondence from Helena Clerk regarding Loonie Lunch funding this 15th day of November 2021.

FURTHER THAT, Council directs administration to continue with the \$600.00 per month, back dated to September 2021, to the Ignace School Loonie Lunch Program for the remainder of the 2021/2022 school year provided the school remains open.

Carried

3.19 Northern Waterworks Inc. - Membrane Procurement

Motion: #2021.11.15.261

Moved by: Cllr. Greg Waldock

Seconded By: Cllr. Shaun Defeo

THAT, Council for the Corporation of the Township of Ignace accepts the correspondence from Northern Water Works this 15th day of November 2021.

FURTHER THAT, Council approves the purchase of the ZW100 550 CPX Membrane Cassette in the amount of \$75,000.00

Carried

7. Questions from the Public - None

8. By- Laws

Motion: #2021.11.15.262

Moved by: Deputy Mayor Chantelle Tucker

Seconded by: Cllr. Shaun Defeo

THAT, the Council for the Corporation of the Township of Ignace approves By-Laws 99.2021 to 104.2021 this 15th day of November 2021 as amended.

By-Law 101.2021 - Section 5.2 (a) should read frozen water lines and not customers

Carried

9. Notice of Motions

A Notice of Motion was put forward by Cllr. Debbie Hart regarding Procedural By-Law #64/2020, Part 10, Section 10.3 "Proceedings of Regular Council of Meetings" to be presented in the January 2022 Council Meeting.

11. Adjournment to Closed Meeting Session

Motion: #2021.11.15.263

Moved by: Cllr. Greg Waldock

Seconded by: Cllr. Shaun Defeo

THAT, Council convenes into the Closed Session of this Regular Meeting of Council this 15th day of November 2021, chaired by Mayor Penny Lucas, at 7:40 p.m., to discuss the following items:

Closed Session Matters

Pursuant to Section 239(2) (a) (b) (c) (d) (e), (f), (i) of the Municipal Act:

- (a) the security of the property of the municipality or local board
- (b) personal matters about an identifiable and individual including municipal or local board employees
- (c) a proposed or pending acquisition or disposition of land by the municipal or local board
- (d) labour relations or employee negotiations
- (e) litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose
- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organizations

Carried

11. Reconvene into Regular Meeting of Council

Motion: #2021.11.15.264

Moved by: Cllr. Debbie Hart

Seconded by: Cllr. Shaun Defeo

THAT, Council reconvened into the Regular Meeting of Council this 15th day of November 2021, chaired by Mayor Lucas, at 9:49 p.m.

Carried

12. Business Arising from Closed Meeting Session

Motion: #2021.11.15.265

Moved by: Cllr. Debbie Hart

Seconded by: Deputy Mayor Chantelle Tucker

THAT, Council for the Corporation of the Township of Ignace approve Principles Integrity as the Integrity Commission and Closed Meeting Investigator for the Township.

AND FURTHER THAT, Council approves the Mayor and Clerk to negotiate and sign the contract with Principles Integrity upon receipt of contract.

Carried

Motion: #2021.11.15.266

Moved by: Cllr. Shaun Defeo

Seconded by: Cllr. Debbie Hart

THAT, Council for the Corporation of the Township of Ignace accept the report from the Clerk with respect set rate to be paid in respect to Renumeration, Travel Expenses and Per Diems to Members of Council, Council appointed Committee and Board Members, Staff, and Volunteers of the Corporation of the Township of Ignace.

AND FURTHER THAT, Council approves the recommendation presented by the Clerk as per the attached Schedule A.

Travel expenses be increased to .54 cents per kilometer

Meal allowance be increased as follows:

Breakfast – Local (within the Kenora District) to \$15.00 and Out-of-Town to \$ 25.00/day

Lunch – Local (within the Kenora District) to \$ 25.00 and Out-of-Town to \$ 35.00/day

Supper – Local (within the Kenora District) to \$ 35.00 and Out-of-Town to \$ 50.00/day

(No receipts required for within allowance. Receipts required for costs over allowances)**

Council Renumeration be increased in the amount of \$50.00 per month for all members of Council

Council per diem be increased to \$ 150.00 (Full Day) and \$ 75.00 (Half Day

Fire Chief remuneration be increased in the amount of \$ 600.00 per year

Deputy Fire Chief remuneration be increased in the amount of \$ 300.00 per year

Fire Clerk wage increase to \$ 22.58 per hour (\$2.28 increase – last increase June 2018)

Recommend that the proposed Township travel re-imbursement, Fire Chief, Deputy Fire Chief and Fire Clerk remuneration become effective November 15, 2021.

Recommend that the proposed Council remuneration become effective January 01, 2022.

Motion: 2021.11.15.266 - Payment and set rate to be paid in respect to Renumeration, Travel Expenses and Per Diems to Members of Council, Council appointed Committee and Board Members, Staff, and Volunteers of the Corporation of the Township of Ignace.

Carried

Motion: #2021.11.15.267

Moved by: Cllr. Greg Waldock

Seconded by: Deputy Mayor Chantelle Tucker

THAT, Council for the Corporation of the Township of Ignace accept the report from Public Works Manager, dated November 05, 2021

Tabled til January 2022

Motion: #2021.11.15.268

Moved by: Cllr. Greg Waldock

Seconded by: Cllr. Shaun Defeo

THAT, Council for the Corporation of the Township of Ignace accepts the correspondence regarding utility billing for roll # 6001000001212010001.

AND FURTHER THAT, Council directs Administration to review the account and make the necessary adjustments.

Tabled til January 2022

13. Confirmatory By-law

Motion: #2021.11.15.269

Moved by: Cllr. Debbie Hart

Seconded by: Cllr. Shaun Defeo

THAT, By-Law #106.2021 – Being A By-Law to Confirm the Proceedings of The Council of the Corporation of the Township of Ignace Regular Meeting dated November 15, 2021 be read a First, Second, and Third Time, and Passed.

Carried

14. Adjournment

Motion: #2021.11.15.270

Moved by: Deputy Mayor Chantelle Tucker

Seconded by: Cllr. Greg Waldock

THAT, the Regular Meeting of Council this 15th day of November 2021, be adjourned at **10:04** p.m.

Carried

Mayor Penny Lucas

Deputy Mayor Greg Waldock

Councillor Debbie Hart

Councillor Shaun Defeo

Councillor Chantelle Tucker

Lynda Colby, Clerk



Monday, December 13, 2021 at 4:00 p.m.
The Corporation of the Township of Ignace
Minutes of the Special Meeting of Council
ELECTRONIC MEETING

Council

Mayor Penny Lucas
Deputy Mayor Chantelle Tucker
Councillor Debbie Hart
Councillor Greg Waldock
Councillor Shaun Defeo

Staff

Lynda Colby - Clerk
Roxanne Cox - Deputy Clerk
Jeff Lederer - Manager of Planning Development and Engagement Services

Zoom Public/Staff 9 Participants

Acknowledgement of the Lands

1. Call to Order

Mayor Penny Lucas calls the Special Meeting of Council to order this 13th day of December 2021, at 4:05 p.m.

2. Approval of Agenda:

Motion: #2021.12.13.278

Moved by: Cllr. Greg Waldock

Seconded by: Cllr. Shaun Defeo

THAT, the Agenda for the Special Meeting of Council this 13th day of December 2021, be approved as presented.

Carried

3. Minutes - Special Meeting of Council December 6th, 2021

Motion: #2021.12.13.279

Moved by: Deputy Mayor Chantelle Tucker

Seconded by: Cllr. Debbie Hart

THAT, Council for the Corporation of the Township of Ignace does hereby approve the Minutes of the December 6th, 2021 Special Meeting of Council this 13th day of December 2021, as presented.

Carried

4. Declarations of Pecuniary Interest

The Chair calls for any declaration of pecuniary interest, and the general nature thereof under the Municipal Conflict of Interest Act with respect to the agenda for this meeting.

None

5. Delegations/Deputations/Presentations

How to Decide on Willingness Decision Report

Presented by Jeff Lederer and Co-Presenting by Dave Hardy

Motion: #2021.12.13.280

Moved by: Cllr. Debbie Hart

Seconded by: Deputy Mayor Chantelle Tucker

THAT, Council for the Corporation of the Township of Ignace does hereby accept the Presentation from Jeff Lederer and Co-Presenting by Dave Hardy this 13th day of December 2021.

Carried

6. Motions

6.1 Township of Ignace Willingness Decision Project: Toward a Decision - Staff Report by Jeff Lederer, Manager of Planning Development and Engagement Services

Motion: #2021.12.13.281

Moved by: Cllr. Debbie Hart

Seconded by: Cllr. Greg Waldock

THAT, Council for the Corporation of the Township of Ignace does hereby accept the Report from Jeff Lederer, Manager of Planning, Development & Engagement Services this 13th day of December 2021;

AND FURTHER THAT, accepts the following recommendation of actions to be taken:

- a) That Council of the Township of Ignace receive and approve the report entitled, *Township of Ignace Willingness Decision Project: Towards a Decision*, as prepared by Hardy Stevenson and Associates;
- b) That Council of the Township of Ignace is made aware that community feedback will form part of the final report as presented on December 13, 2021;
- c) That Council of the Township of Ignace is made aware of the priority need to identify and implement a process of the willingness process as part of the NWMO site selection approach;

- d) That Council of the Township of Ignace implements a “multi-prong and activities” approach, once the community has engaged in further learning and as outlined in the consultant report, to evaluate, and demonstrate Ignace’s willingness as a potential host community for the NWMO Deep Geological Repository; and
- e) That Council of the Township of Ignace directs staff to develop a detailed plan for implementing the willingness decision process, as well as for the learning and decision-making activities which will be completed in advance of this process.

Carried

6.2 Outdoor Ice Rink - Staff Report by Jeff Lederer, Manager of Planning Development & Engagement Services.

Motion: #2021.12.13.282

Moved by: Cllr. Debbie Hart

Seconded by: Deputy Mayor Chantelle Tucker

THAT, Council for the Corporation of the Township of Ignace does hereby accept the Report from Jeff Lederer, Manager of Planning, Development & Engagement Services this 13th day of December 2021;

AND FURTHER THAT, Council approves the purchase and development of an outdoor skating “EZ-ICE” rink system and subsequent operation will be maintained by user groups.

Carried

6.3 Asset Management Strategy, Data and Citywide Maintenance Manager Implementation and Training - Staff Report by Lynda Colby, Clerk & Jeff Lederer, Manager of Planning Development & Engagement Services

Motion: #2021.12.13.283

Moved by: Cllr. Shaun Defeo

Seconded by: Cllr. Greg Waldock

THAT, Council for the Corporation of the Township of Ignace does hereby accept the Report from Jeff Lederer, Manager of Planning, Development & Engagement Services and Lynda Colby, Clerk this 13th day of December 2021;

AND FURTHER THAT, Recommends the following actions be taken:

- a) That Council of the Township of Ignace receives the contract entitled, *Asset Management Strategy, Data and Citywide Maintenance Manager and Implementation and Training Project Charter*, as prepared by PSD Citywide Inc. on December 8, 2021;
- b) That Council of the Township of Ignace accepts and enters into an agreement with PSD Citywide Inc. to provide training and implementation of Citywide program needed for Asset Management;
- c) That Council direct the Federation of Canadian Municipalities (FCM) funding of \$50,000 awarded to the Township of Ignace to cover this expense of project deliverables (i.e. Implementation/Training, Data Disaggregation/Consolidation/Refinement, and Asset Management Strategy).

Carried

7. By-Laws

By-Law 108.2021 - Appoint an Integrity Commissioner and Closed Meeting Investigator - **Passed**

By-Law 109.2021 - Enter into an Agreement with PSD Cityside Inc. - **Passed**

8. Questions from the Public

None

9. Adjournment to Closed Meeting Session

Motion: #2021.12.013.284

Moved by: Cllr. Greg Waldock

Seconded by: Deputy Mayor Chantelle Tucker

THAT, Council convenes into the Closed Session of this Special Meeting of Council this 13th day of December 2021, chaired by Mayor Penny Lucas, at **5:11** pm., to discuss the following items:

Closed Session Matters

Pursuant to Section 239(2) (j) of the Municipal Act:

(j) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value;

Carried

10. Reconvene to Special Meeting of Council

Motion: #2021.12.013.285

Moved by: Cllr. Greg Waldock

Seconded by: Cllr. Debbie Hart

THAT, Council Reconvenes to the Special Meeting of Council this 13th day of December 2021 chaired by Mayor Lucas at **6:11 p.m.**

Carried

11. Business Arising from Closed Session of the Special Meeting of Council

None

12. Confirmatory By-Law

Motion: #2021.12.13.286

Moved by: Cllr. Debbie Hart

Seconded by: Deputy Mayor Chantelle Tucker

THAT, By-Law #110.2021, Being A By-Law to Confirm the Proceedings of The Council of The Corporation of The Township of Ignace Special Meeting dated December 13th, 2021 be read a First, Second, and Third Time, and Passed.

Carried

10. Adjournment

Motion: #2021.12.013.287

Moved by: Cllr. Greg Waldock

Seconded by: Cllr. Shaun Defeo

THAT, the Special Meeting of Council this 13th day of December 2021, be adjourned at **6:17 p.m.**

Carried



Mayor Penny Lucas

Deputy Mayor Greg Waldock

Councillor Debbie Hart

Councillor Shaun Defeo

Councillor Chantelle Tucker

Lynda Colby, Clerk

Mayor's Message January 2022

January 2022. Wow! How far we have come and yet how much we are still in the same place! COVID-19, despite all our efforts, is still with us. Every day is a struggle. And yet, we continue. Because that is who we are. We are the descendants of the great pioneers of this fabulous community and country in which we live. And we do not give up or give in easily. We continue the battle until we have vanquished. In spite of our challenges and obstacles, we have continued to move this community forward.

With the support of council, managers, the staff of The Corporation of the Township of Ignace will continue the work on your behalf to bring **your Vision** to life:

"To be a safe, attractive and caring community that focuses on quality of life which is driven by a healthy diversified economy based on principles of sustainability."

Those are your words, taken from the **Community Strategy – Exploring Our Possibilities 2019 – 2024.**

And what else did you say? What does that actually mean?

"We believe in a safe, peaceful, welcoming, supportive, and family oriented community."

"We believe in working together, sharing ideas and collaborating for the betterment of the community."

"We believe in transparency, fairness, honesty and authenticity."

"We believe in remaining strong, moving forward and embracing challenges and opportunities."

"We believe in the importance of fresh air, clean lakes, and the beauty of the nature that surrounds us."

Your vision is the vision of The Corporation of the Township of Ignace.

I will continue to work to making that happen.



Penny Lucas, Mayor
Tel: (807)934-2202, ext. 1038
Cell: (807)220-0217
plucas@ignace.ca

The Corporation of the Township of Ignace

Staff Report

To: Council

From: Christy McIntomney, Treasurer

Meeting Date: January 17th, 2022

Subject: Monthly Finance Department –December 2021

RECOMMENDATIONS:

THAT Council receives the December 2021 Monthly Report for the Township Finance Department for information purposes.

DISCUSSION:

Introduction

Overview of the December 2021 monthly report for the Finance Department.

Highlights Staffing Changes

No Staffing Changes as of December 31, 2021.

Effective January 07, 2022 Update:

The Accounts Clerk position has recently become vacant and the closing for applications both internally and externally is January 12th, 2022; along with this position the Tax Clerk position is also currently vacant with the possibility of the employee returning on January 17th, 2022 therefore this has but a burden on the finance department as a new employee will need to be trained in the Accounts Clerk position. Due to the staffing shortage only, the bare minimum work is being completed in the Tax Clerk position. As this position is only vacant till the 17th of January it will not be advertised or filled.

Utilities

The Finance Department is working on compiling a report to Council on residential and commercial water accounts; the status of accounts - which accounts are being fully charged, partially charged, how many accounts are outstanding and the length of time the accounts have been outstanding.

A new module has been purchased for Asyst to enhance the system to allow more information regarding the size of the meter lines as this is required for the new Neptune 360 system to be implemented.

Accounts Payable/Receivables

The Accounts Payables are now on a scheduled cycle for bi-weekly cheque runs. The Accounts Receivables are being billed and reconciled on a monthly basis. The accounts clerk is reviewing a reconciling year end accounts.

Municipal Taxes

The Tax Clerk is working on year end processes for the Asyst Program and reconciliations for 2021.

Payroll

The Payroll Clerk is busy working on year end preparation T-4's and for 2021 reconciliations.

Budget Process

The Treasurer is currently working with the Leadership Team to complete a detailed listing of 2022 Capital requests which will include projected 2022 new Capital Projects along with previous years projects not completed. Working on a timeline as to when the Draft #1 will be presented to the Council along with the public input into the 2022 budget.

Audit Process

The 2019 Financial Statements have been completed and presented to Council at the Special Meeting of Council on December 6th, 2021. The Auditors then submitted the FIR for uploading to MMAH. The Finance Department is now working on the 2020 Financial Statements along with closing off the 2021 Year End

Conclusion

The Finance Department has been moving forward with improved efficiencies, reconciliations are done on a monthly basis which will make for a smoother year end process for 2021.

As the finance department continues to move forward it is still very busy due having a back log of year ends.



Christy McIntomney, *Dipl. M.M.*
Treasurer

Prepared By: Jeff Lederer, Manager of Planning, Development, and Engagement Services

Report To: Mayor and Council

Subject: November/December Department Review

Date: January 5, 2022

1. Planning and Development

Our department team continues to look for working and collaborative opportunities with community groups, committees, government, and funding partners. Having a full staff complement, we are now looking at how projects and programs can be enhanced between recreation, planning, development, and engagement. We anticipate the grant funding for two additional 2-year contract positions that will be responsible to coordinate youth engagement and community design, accordingly.

We continue to work on a number of projects and policies that are highlighted below:

a) Compliance Certificates

Property transactions continue. We reviewed/prepared 18 property compliance certificates as well as reviewed 6 bylaw and zoning inquiries. We are presently looking at developing a series of "Did you know" segments relating to zoning and site plan control and will be publishing those in the Monthly Township Newsletter. The building activity continues with a various reviews/permits filed with the Township of Ignace.

b) Senior Centre Complex

We have reviewed 8 Expression of Interests from a number of local and regional contractors and the committee has selected 3 firms to proceed with a Request for Proposals. They will be each paid an honorarium to help support the design and business case concepts. To address Silver Tops concerns/wishes, the 20-unit housing complex will be relocated on another property between Crossroads and the Baptist Church on Pine Street. It was determined to be better suited for parking and spatial needs. The present Silver Tops Complex, therefore, will not need to be demolished. However, based on a building assessment by Pinchin, there is a number of remediation work that needs to be undertaken such as ceiling asbestosis, lead paint, and crystalline particles. The Township will be working with the Silver Tops to apply for grant funds to help with the associated costs for remediation and renovation work over the next couple of months.

c) Plaza Redevelopment

Plans continued to be modified and expanded. We are looking for new design options in dealing with the tree grate areas that will be ready for spring installation. A new "Ignace" sign is also being proposed to be placed on the boulevard closest to the Tesla charging station.

d) Senior Walk/Urban Art Trail

Kim Richards continues to develop a number of concepts and will be inviting local artisans to discuss what type of art pieces and media would be needed that celebrates the community culture and spirit. She is also working on developing an "Artists' Consortium" whereby local artists and artisans will be invited to

e) Age Friendly Plan

Research continues to help develop a framework and community priorities.

f) Corporation/Communications Plan

In collaboration with the Communications Specialist, we have revised the framework to better understand the organizational structure to help us better deliver services and programs Penny Tremblay, Workplace Relationships Expert, to facilitated a number of interviews with union employees. We will also be investigating social media policies to help guide the use of such platform for communications by Council Members and Administration.

g) Doggie Park

Work continues – the committee must come together sometime in early Winter to discuss funding and finalize design options.

h) Ignace Landfill Site

We must prioritize this project and start developing a working/action plan to complete the projects associated with this project. I anticipate that a steering committee will be in place so we can begin. Pinchin will providing an aerial assessment of this landfill to help identify boundaries and areas where expansion can occur.

i) Lily Pad Lake Walking Trails

Work has begun for various concepts for a walking boardwalk along Lily Pad Road. We will be consulting with the local MNMNR during the Winter months to determine parameters and mitigative measures as well once our final concepts have been completed.

2. Recreation (Update from Karen Dufault, Temporary Recreation Programmer)

a) Christmas Parade and Festivities

The parade and Christmas Tree lighting at the Ignace Recreation Complex was the highlight in December. Many people/organizations/businesses came together to make this evening a success, to

name a few: OPP, Fire Department, Ambulance, the mayor, Public Works Employees, Shannon & Jack McKay, Dan Arbour & Rhonda Smith, Christy McIntomney, Jeff Lederer & planning team, NWMO, Bowling, WACU, Vern Hertz -- Gary's Towing, and Daniel Crossley -- Falcon Beach Auto Service and Towing. People of all ages attended the evening and were seen enjoying themselves in all activities. People were bowling, skating, getting pictures with Santa, doing crafts, and playing court sports.

b) Court Sports

The Department scheduled additional times (i.e. two afternoons for 2 hours) that were opened up to court sports and then skating were very well attended with approximately 30 people. Many people jumped from court sports to skating.

c) EZ Outdoor Rink

We are in the process of finalizing the purchase order for the new EZ Outdoor Rink System. The goal is to have it up and running and to prepare for the February winter activities.

d) Proposed Recreation Master Plan

We will need Recreation Committee input in development a Recreation Master Plan. As indicated earlier, a needs assessment will be developed to help identify and prioritize community needs with respect to recreation in Ignace.

C. Community Engagement

a) Ignace and Area Baseline and Community Studies

The Ignace and Area Community Studies Working Group (IAWG) met again in December 2021 to review a number of preliminary data projections relating to workforce, population and other baseline data. Workplans for various community studies are also being finalized. We are looking to expand our working group participants by including more regionally-based organizations that touch upon economic, social, health, and environmental parameters. We are also finalizing "scopes of study" regarding the tourism and infrastructure studies and are awaiting proposals from various consultants to this regard.

b) Willingness

The Willingness Project Team presented the findings to both ICNLC in October 2021. The final report and recommendations were presented to Council in November 2021 and approved accordingly. Through extensive public input and opinion, the next phase called, "Willingness Implementation" will occur over the next year providing a number of key and targeting venues to help gauge public opinion and their willingness in supporting/not supporting the proposed NWMO Deep Geological Repository (DGR).

c) NWMO (Toronto) and South Bruce Fieldtrip (November 23-27).

The Engagement Team along with a local NWMO representative, the Mayor, and Township Clerk attended a number of training sessions and meetings with NWMO relating to Media, Finance, and Indigenous Sensitivities. The group also toured the Oakville Testing Site as well as the Nuclear Reactor

Research Testing Lab at McMaster University. To end the tour, we also visited with the Mayor and Administration as well as NWMO staff and a local community group in the Municipality of South Bruce to share experiences and help each other in understanding both the challenges and opportunities associated with the NWMO proposed DGR. Specially, we touched upon a number of topics related to how each municipality is dealing with willingness, transportation, safety, and anti-nuclear protests.

d) Grants

NOHFC Funding

Grant funding the Recreation Complex, TAC bathrooms, Urban Art Trail, and Landfill have reached stage 2 of review. Given the change with respect to Silver Tops (separate from Senior Housing Project), we had to withdraw our application and will have to reapply. Prior to this, we would like to work with the Silver Tops Executive to discuss project need (remediation and renovation).

High Speed Internet Grant

We continue to provide information as requested and anticipate a decision sometime in late spring.

Prepared By: Lynda Colby, Clerk
Report To: Mayor and Council
Subject: Corporate Service Department Update
Date: January 06, 2022

Corporate Service Update:

The Corporate team is committed to delivering critical support and continue to actively work diligently daily with the reviewing and updating of Township by-laws, preparation of Council packages and minutes, scheduling and attending various committee meetings, completion of marriage and lottery licenses while ensuring integrity and efficiency of the Township information.

The Township of Ignace continues to review the Township By-Laws to ensure all records are updated and current.

Township By-Laws can be viewed on the Township website: <https://ignace.civicweb.net/filepro/documents/>

Records and Information Management Policy (By-Law 36.2019)

In reviewing the Township Record Management Policy, Rhonda Smith and Roxanne Cox reviewed all documents that were in the Multi-Purpose Room and office and diligently prepared for either destruction or retention in the vault as per By-Law 36.2019

Asset Management:

Congratulation to Rhonda Smith who successfully completed and was awarded the Institute of Asset Management Certificate in Asset Management having achieved the pass mark by examination on November 12th, 2021.

The Documentation and Asset Management Specialist has been diligently working at updating the Township assets into the excel format to input into our Asset registry.

Anishinaabe Nation in Treaty 3 Roundtable Discussion:

Mayor Lucas and Lynda Colby attended the Leadership and Mayors Roundtable Discussion at Yellowbird Lodge in Anishinaabe Nation in Treaty#3 on December 14, 2021.

Staffing Update:

Landfill Attendant

Please join me in welcoming Penny Robinson, who has accepted the Temporary Landfill Attendant position for the Township. Penny started in the position in mid- December.

2021 CEMC Reporting:

The Township of Ignace hosted their annual Emergency Management Plan and Annual Tabletop exercise (Fire Smart Plan) on Tuesday, November 02, 2021, presented by Mr. Dale Smyk.

There was a total of 18 participant in attendance for the training exercise consisting of a review of the Township Emergency Management plan in the morning with a question-and-answer session, followed by a Fire Smart table top exercise in the afternoon.

Emergency Management and Civil Protection Act (EMCPA) Reporting

Submission of the Township mandatory reporting was submitted by the Clerk to the Ontario Office of the Fire Marshal and Emergency Management (OFMEM) in December 2021.

Committees:

Ontario Police Service Association Board Committee (OPSAB) 2022 scheduled meeting are as follows:

- **February 15, 2022**
- **May 16, 2022**
- **August 16, 2022**
- **November 2022.**

Anyone who may have questions with regards to the meeting please contact Roxanne Cox at the Township office.

Ignace Municipal Aerodrome Advisory Committee (IMAAC)

Date for the next IMAAC meeting is scheduled in February/March 2022. Anyone who may have questions with regards to the meeting please contact Roxanne Cox at the Township office.

Ignace Cemetery Committee (ICC):

The next ICC meeting is scheduled in April 2022, date to be announced at a later date. Anyone who may have questions with regards to the meeting please contact Lynda Colby at the Township office.

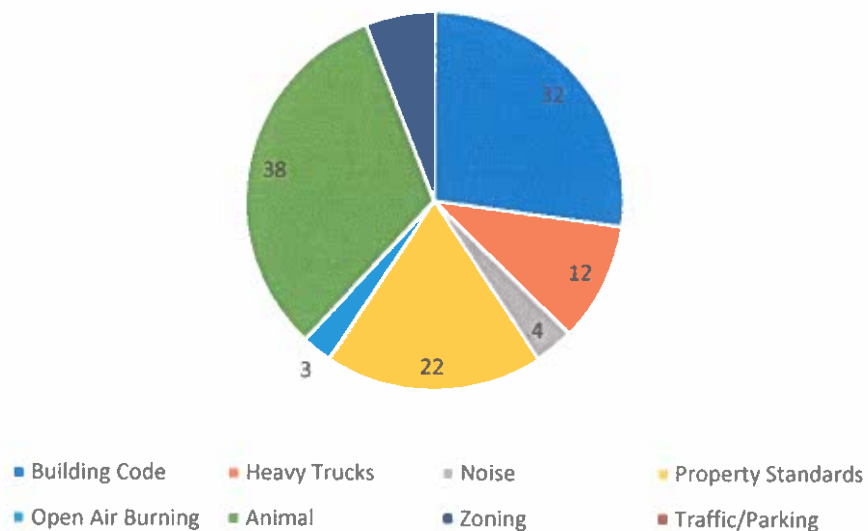
Lynda Colby
Clerk

Prepared By: Dan Arbour, MLEO / PSO / ACO
Report To: Mayor and Council
Subject: Monthly Activity Report
Date: January 05, 2021

Background

This report has been generated to provide the Township of Ignace, Mayor and Council a detailed account of the types of calls and duties that I have been addressing since being requested to maintain and compile activity data since last Council Meeting.

Activity Report



Recommendation

That the Council of the Corporation of the Township of Ignace receives this report, pertaining to the activity of the MLEO/PSO/ACO.

And Further That Council does hereby acknowledge that there was a total of one hundred and forty- six (146) complaints/inquiries made by the residents of Ignace, during the period of 01 November to 07 December, 2021; with the majority being of "Animal and Building Code" calls. This number does not include the anonymous complaints that have been received.

And Further That Council does hereby acknowledge that for all intents and purposes and only since assuming the Animal Control Officer (ACO) position in September 2021, that all DOG TAGS were 'sold out' by mid- December. The new tags have arrived and are now being issued to pet owners.

Conclusion

That the Council of the Corporation of the Township of Ignace does hereby consider and acknowledge the contents of this report.

Sincerely,

Dan Arbour
Municipal Law Enforcement Officer
Property Standards Officer
Animal Control Officer

Notice of Motion

Township of Ignace

Regular meeting of Council, November 15, 2021

Put forward by/ Moved by: Councillor Debbie Hart

Re: Procedural By-Law #64/2020

MOTION to amend Procedural By-Law#64/2020, Part 10, Section 10.3 "Proceedings of Regular Council Meetings" to include a reasonable time frame in which Councillors receive the Closed Section Agenda and Meeting Package.

MOTION to amend the delivery method of the Closed Section Package to include The option of a secure electronic communication delivery, such as "through Township of Ignace Email Address only".

10.2 A Council meeting information package will be prepared and circulated to each Council Member and the Management Team no later than the Monday preceding the regularly scheduled meeting unless the Monday is a holiday in which case it shall be available the Tuesday preceding the regularly scheduled meeting. Council meeting information packages are public information, and will be posted on the Township website. Printed copies will be available upon request and can be picked up at the Township Office.

10.3 The Closed Session Meeting Agenda and Information Package shall be printed and placed in a sealed envelope marked "Confidential" and shall be circulated to Council by placing the package in each Councillor's own mailbox inside the Township Office. Any packages not picked up by end of day will be picked up by the Clerk and held in custody and subsequently delivered to the Councillor at the scheduled meeting. The closed session meeting information package is not public information

10.4 Regular Meeting Order of Business:

1. Call to Order
2. Call for Amendments to the Agenda
3. Approval of Agenda
4. Declarations of Pecuniary Interest
5. Consent Agenda
 - 1.1 Determination of Items Requiring Separate Discussion
 - 2.2 Items to be included in Consent Agenda Motion
 - Previous Minutes
 - Reports
 - Correspondence
6. Consideration of Consent Items Requiring Discussion
7. Delegations/Deputations/Presentations
8. Questions from the Public
9. By-Laws
10. Notices of Motions
11. Adjournment to Closed Meeting Session (when required)
12. Reconvene to Regular Meeting of Council
13. Business Arising from Closed Meeting Session (if applicable)
14. Confirmatory By-Law
15. Adjournment

Note: Questions from the Public wishing to speak to a matter on the agenda may do so at that meeting without a formal request to be a delegation.

10.5 As soon after the hour fixed for a meeting as a quorum is present, the meeting shall be called to order by the Mayor.

10.6 If no quorum is present fifteen (15) minutes after the time appointed for a meeting of Council, the Deputy Clerk or designate shall record the names of the Members present and the meeting shall stand adjourned until the date of the next regular meeting.



The Corporation of the Township of Ignace
34 Hwy. 17W., PO Box 248, Ignace, ON P0T 1T0
<https://ignace.ca>

December 10, 2021

Chicki Pesola, Vice-President
Ignace Silver Tops Senior Centre
300 Pine St.
Ignace, ON P0T 1T0

COPY

Dear ~~Ms.~~ Pesola, Chicki

RE: Seniors in Ignace

The Corporation of the Township of Ignace is pleased to write this letter of support for the Ignace Silver Tops Seniors Centre. With the Silver Tops taking the lead on this initiative, this funding will provide capital assistance for new and existing community projects and programs for seniors and other community members.

As we all try to stay well during this COVID-19 Pandemic recovery, it is more important than ever to find ways to stay connected to each other.

Supporting healthy ageing by addressing social isolation and mental wellness through developing and delivering digital literacy programs in this day and age is not a luxury but a necessity. With seniors gaining computer literacy they will be better prepared to navigate access to government benefits and file their taxes.

Supporting the social participation and inclusion of seniors who make up 30% of the population of Ignace is a priority of council and administration of the Township of Ignace.

We look forward to hearing about the success of this funding application and these programs as they are delivered.

Sincerely,

Penny Lucas, Mayor
Tel: (807)934-2202, ext. 1038
Cell: (807)220-0217
plucas@ignace.ca



PROCLAMATION

To Make January Alzheimer Awareness Month

WHEREAS, Alzheimer Society of Kenora/Rainy River Districts request that the Township of Ignace in the District of Kenora make a proclamation and motion to declare the month of January as Alzheimer Awareness Month.

WHEREAS, The Alzheimer Society of Kenora/Rainy River District also wish to have the Alzheimer Society Flag raised on the Flag Pole at the Township Office in respects to Alzheimer Awareness Month of each year.

WHEREAS, The Alzheimer Society of Kenora/Rainy River Districts is Launching their January Alzheimer Awareness Month

WHEREAS, Alzheimer Awareness Month is a recognized nationwide campaign challenging Canadians to rethink their perceptions of Alzheimer's Disease and other forms of dementia Locally, Provincially, and Nationally.

NOW THEREFORE, I, Penny Lucas, by the virtue of the power vested in me as Mayor of the Township of Ignace in the District of Kenora, do hereby proclaim the month of January of each year as Alzheimer Awareness Month.

Signed Mayor Penny Lucas

Société Alzheimer Society

DISTRICTS DE KENORA/RAINY RIVER DISTRICTS



**Alzheimer Society of
Kenora/Rainy River Districts/
Société Alzheimer des districts
de Kenora/Rainy River**
618-9th Street N./618, 9^e rue N.
Kenora ON P9N 2S9
Tel/Tél.: 807 468-1516
Toll-Free/Sans frais:
1 800 682-0245
Fax/Téléc. : 807 468-9013
www.alzheimer.ca/krr
rossana@alzheimerkrr.com

Charitable Business Number/Numéro
d'organisme de bienfaisance :
88961-4970-RR0001

November 23, 2021

The Municipality of Ignace
PO Box. 248
34 Main St.
Ignace, ON P0T 1T0

Dear Mayor Lucas,

This January 2022, The Alzheimer Society of Kenora/Rainy River Districts is launching their January Alzheimer Awareness Month. It is a recognized nationwide campaign challenging Canadians to rethink their perceptions of Alzheimer's disease and other forms of dementia locally, provincially, and nationally.

I am requesting on behalf of the Alzheimer Society's board, staff, volunteers, and clients that you could proclaim 'January Alzheimer Awareness Month' in the Municipality of Ignace. Hence, this motion to approve within your council chambers to raise the Alzheimer Society flag on the flag pole outside the municipal office for January 2022.

If you have any questions to please contact me by email at
rossana@alzheimerkrr.com

Sincerely,

Rossana Tomashowski
Executive Director



OHS due diligence
challenges for directors &
officers of municipalities



Agenda

- 1) Why are we here today?
- 2) OHS challenges faced by directors and officers
- 3) Mandatory OHS compliance requirements
- 4) Relevance of Sec 32 of OHS Act for directors & officers
- 5) Roles & responsibilities of directors & officers
- 6) More case studies



Regional Health Centre Fined \$80,000 for Hospital Workers' Injuries from Workplace Violence

Date of Offence: January 17, 2019 | Date of Conviction: October 16, 2020.

Penalty Imposed:

- Following a guilty plea, a Regional Health Centre in Ontario was fined \$80,000 in provincial offences court.
- The court also imposed a 25-per-cent victim fine surcharge as required by the Provincial Offences Act.

Background:


- Health Centre provides public health care services to the community and is a "psychiatric facility" pursuant to the Ontario Mental Health Act to provide specialized observation, care and treatment of patients suffering from psychiatric disorders.
- The incident took place in an enclosed unit known as the Mental Health and Wellness Area Unit (MHWA) of Ontario municipality's emergency department. It is an emergency psychiatric assessment area where patients are evaluated, treated and possibly admitted to the psychiatric ward of the hospital.
- The MHWA has a nursing station facing a common area where patients or visitors can walk freely.
- To provide care to patients, workers must access this common area through a single door from the nursing station. To exit, a worker has to 'swipe' an electronic lock with a key card.
- At the time of the incident, the nursing station was not equipped with any method to effectively communicate from the nursing station into the common area of the MHWA without opening the door of the station. To talk to a patient, staff had to open the door and speak to them directly.

Background (continued):

- A patient was brought to the Health Centre that morning by a York Regional police officer, was admitted to the MHWA and was flagged as being a moderate violence risk
- The patient in question was placed in the MHWA. The patient proceeded to exhibit escalating behaviour.
- A worker was attempting to deliver food to a different patient and entered the unit accompanied by another worker. The food was delivered and the two workers approached the door to the nursing station to exit the common area.
- The patient admitted that morning struck one of the workers and then struck the other worker. The blows were sufficient to result in serious injuries to both workers.
- The investigation by Ministry of Labour, Training and Skills Development (MLTSD) inspectors found that while the Ontario Health Centre did implement some policies dealing with workplace violence in the MHWA, several hazards remained for which the employer had failed to conduct a proper risk assessment to determine what reasonable precautions were needed to protect the safety of the workers. Among the deficiencies:
- There was no effective means of communication between workers in the nursing station and persons in the common area.
- There was no procedure in place requiring the admitting staff to ask more extensive questions regarding a patient's history of violence.
- There were no procedures in place to address generally the hazard of an escalating patient being present in the common area, and nothing specifically addressing how to safely enter or exit the common area in these circumstances.

Background (continued):

- On January 17, 2019, Ontario municipality failed, as an employer, to take the reasonable precaution of establishing effective means of communication between workers in the nursing station and persons in the common area of the MHWA, contrary to section 25(2)(h) of the act.
- Furthermore, on January 17, 2019, Ontario Regional Health Centre failed, as an employer, to take the reasonable precaution of developing and/or establishing a procedure for the safe entry to and/or egress from the common area of the MHWA when a person is presenting with escalating behaviour, contrary to section 25(2)(h) of the act.



Who are officers and
directors in a municipality?

OHS challenges faced by directors and officers



- 1 Not understanding your OHS responsibilities
- 2 Assuming you have a good OHS program
- 3 Not consistently auditing your OHS program
- 4 Balancing priorities

Mandatory OHS compliance requirements

1

If you regularly employ more than 5 employees:

- You will need to have a written health and safety program
- You must take all reasonable precautions to keep their employees safe.

2

When you employ 20 or more employees

- You need to establish a Joint Health and Safety Committee (JHSC)
- You will need a minimum of 2 trained & certified JHSC members

3

4 mandatory courses required in Ontario

- WHMIS 2015
- Health and Safety Awareness
- Workplace violence and harassment
- AODA

Are you in due diligence?



A photograph of three business professionals (two men and one woman) sitting around a table in a meeting. The man in the center is wearing glasses and a suit, gesturing with his hands. The woman on the left is looking at him, and the man on the right is also looking at him. The image has a light blue and purple tint.

What is REASONABLE?

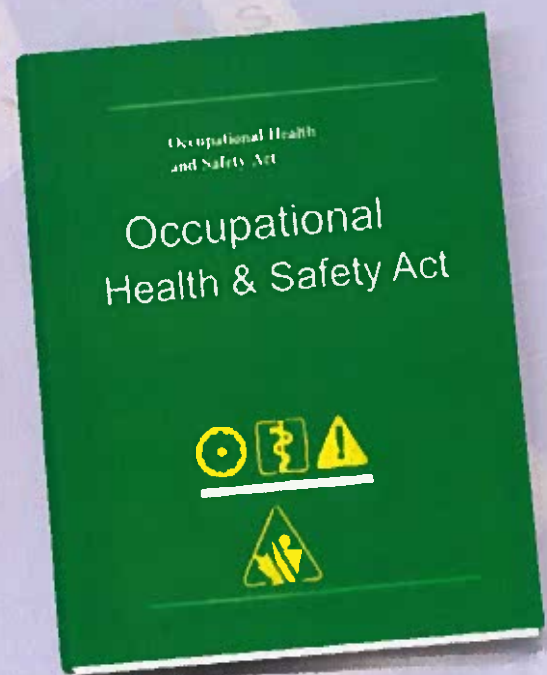
Are you doing everything reasonable in the
given circumstances to protect your workers?



Sec 32 of OHS Act:

Every director and every officer of a corporation shall take all reasonable care to ensure that the corporation complies with:

- (a) This Act and the regulations;
- (b) Orders and requirements of inspectors and Directors; and
- (c) Orders of the Minister. R.S.O. 1990, c. O.1, s. 32.



Relevance of Sec 32 of OHS Act for directors & officers

OHS Act:
Sec 32

DIRECT RELEVANCE:

- You personally can be charged when there is a workplace accident
- You personally can be fined and/or face jail time

INDIRECT RELEVANCE:

- Your municipality's reputation could be tarnished as offences are generally published
 - The faith of your community might be impacted
- Staff morale would go down if leaders fail to become safety leaders



OHS non-compliance has tangible and intangible cost implications!

TANGIBLE

- Court / Government Fine
- Surcharge
- Administrative Costs (legal costs, investigations, etc.)
 - Operational losses and training cost
- Miscellaneous costs such as insurance, etc.

WHAT ABOUT THE INTANGIBLE ONES?

- Directors/officers' reputation, brand repair

Roles & responsibilities of directors & officers

As employers

OHS Act:
Sec 25

General duties:

- Reasonable precaution
- Ensuring maintenance
- Provide information
- Cooperate with JHSC

Specific duties:

- Regulatory compliance
- Maintaining program
- Make OHS act available
- Provide explanatory info
- OHS reports to JHSC

As supervisors

OHS Act:
Sec 27

Must ensure:

- Regulatory compliance
- Advice on hazards & potential exposures
- Use of proper PPE
- Provide written instructions as required
- Reasonable precaution
- Disciplinary actions for non-conformity & maintain records



DUE DILIGENCE

Can you prove it?



Hazard assessment, policies, procedures



Do you have hazard assessments for all tasks?

Do you have company-specific policies & procedures?

Do your procedures meet or exceed the standard?

Do you have proof of staff reviewing your procedures?

When did you last audit your OHS program?



Workplace inspections & investigations



Do you conduct regular monthly inspections?

Do you document & track your corrective actions?

Is there an accident/incident investigation procedure?

Do you focus on root-cause analysis for prevention?

Are supervisor & JHSC members trained to investigate?



Employee orientation and training



How effectively do you conduct and document training?

Do you have a documented new hire safety orientation?

Do you train & re-train staff on job-specific hazards?

Does your staff review & acknowledge SWPs/SJPs?

Is your management trained on safety responsibilities?



OHS due diligence summary for officers & directors:

1

Due diligence is an ongoing process.

Always ensure you STAY in compliance.

2

Do your safety compliance review every 12-18 months.

It helps you build your continuous improvement plan.

3

Ensure your employees take:

- 4 mandatory training courses
- Hazard-specific training

4

Get experts to review your safety program.

It serves as a good due diligence document.

5

Track & maintain your OHS program effectively.

Implementing your program isn't enough. Make it sustainable.

BE in compliance, STAY in compliance.





Worker Struck by Exploding Cap, \$70,000 Fine for Ontario municipality

Date of Offence: October 16, 2018 | Date of Conviction: October 8, 2020

Penalty Imposed:

- Following a guilty plea in provincial offences court, the employer was fined \$70,000.
- The court also imposed a 25-per-cent victim fine surcharge as required by the Provincial Offences Act.

Background:

- On October 16, 2018, a crew of workers from the Water Operations Division of the Ontario municipality was instructed by their supervisor to prepare the water drain chamber located in a ravine. The chamber was to receive water drained out from the main water line so that a new valve could be added to the main water line the next day.
- The preparation work entailed confirming that the valve connecting the six-inch drain pipeline to the main water line was closed and pumping out the ground water in the water drain chamber. Part of the task was removing a mechanical joint cap assembly installed at the end of a water line drain pipeline protruding into the chamber, so that the water in the main water line could be drained out through the drain pipeline and into the water drain chamber.
- One of the workers was inside the water drain chamber attempting to remove the mechanical joint cap assembly covering the end of the drain pipeline. To do so, the worker began loosening the top two bolts of the mechanical joint cap assembly.
- While doing so, the worker noticed water spraying as well as a hissing sound coming from the mechanical joint cap assembly. This indicated that pressure had built up inside the drain pipeline.

Background (continued):

- The worker stepped back slightly from the joint cap assembly. As the worker was communicating with co-workers, the pressurized joint cap assembly shot off from the drain pipeline and struck the worker, causing critical injuries
- The investigation that followed determined that the Ontario municipality committed the offence of failing, as an employer, to take every precaution reasonable in the circumstances for the protection of a worker, which is an offence under the Occupational Health and Safety Act. Specifically, the employer failed to take the reasonable precaution of ensuring that the internal pressure of the drain pipeline was released before the mechanical joint end cap was removed and/or loosened. This was contrary to section 25(2)(h) of the act.

Firefighters Injured During Training Exercise, Ontario municipality Fined \$55,000

Date of Offence: June 15, 2018 | Date of Conviction: November 7, 2019

Penalty Imposed:

- Following a guilty plea, the Ontario municipality was fined \$55,000.
- The court also imposed a 25-per-cent victim fine surcharge as required by the Provincial Offences Act.

Background:

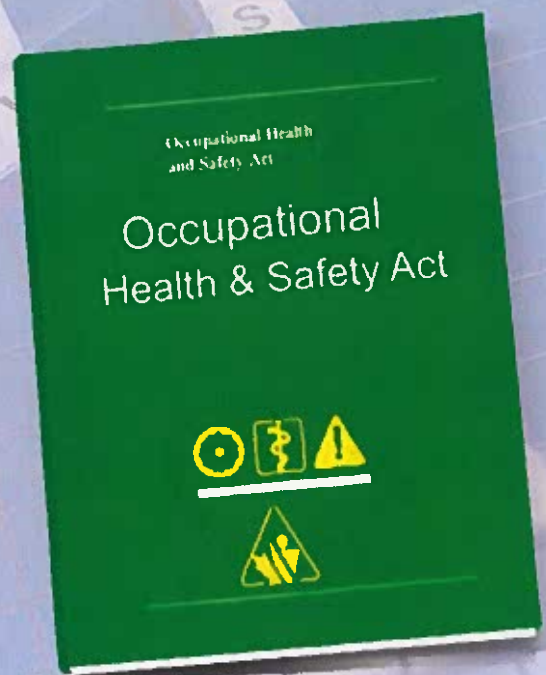
- On June 15, 2018, four firefighters ("workers" as defined by the Occupational Health and Safety Act) from the Ontario Municipality's Fire Department's water team were participating in a training exercise on Lake Fanshawe. The purpose of the training exercise was to acquaint the firefighters with the lake and the trails surrounding it, in the event of an emergency rescue. The water team was using one of three Zodiac Grand Mark III inflatable rafts owned by the department in the exercise.
- Prior to the four firefighters/workers boarding the raft, it had been used to set up the exercise on the lake.
- One of the workers was told by another worker that the keel of the raft was low and that it would need to be topped up with air. The compressed gas cylinder that would be used to fill the keel was already in the boat. No other means of inflating the keel was in the boat.
- After completing the exercise, the group was called back to shore by radio. At that time, two of the four workers in the boat noticed that the keel of the boat was low in the water. They decided to stop the boat and top up the keel.
- One of the workers unscrewed the keel valve, but accidentally removed the whole valve instead of just the cap. This let out any remaining air in the keel bladder.
- One of the workers replaced the valve, and then held the tip of the compressed gas cylinder against the valve, while another worker held up the bottom end of the cylinder. The worker holding the tip of the cylinder cracked it open and a few seconds later, the keel exploded.

Background (continued):

- The worker holding the bottom end of the cylinder was struck by an equipment bag at the front of the boat and was injured but was able to return to work immediately. The other was injured after being struck by plywood flooring that came loose as a result of the blast and required medical attention. The remaining two workers were not injured as they were at the back of the boat.
- The (then) Ministry of Labour investigation into the cause of the incident determined that none of the four workers on the boat had been trained in the operation or inflation of the Zodiac raft. There were no procedures in place for operation or inflation of the boat.
- A Zodiac technician retained by the MOL determined that the keel had exploded due to over-inflation, and that a foot pump, not a compressed gas cylinder, should have been used for inflation.
- Section 25(2)(h) of the Occupational Health and Safety Act states that an employer shall take every precaution reasonable in the circumstances for the protection of a worker. The Ontario municipality failed to take the reasonable precaution of providing a foot pump to inflate the keel on a Zodiac Grand Mark III. This is an offence pursuant to section 66(1) of the act.

What does 25(2)(h) of OHS
Act require employers to do?

Take every precaution reasonable
in the circumstances for the
protection of a worker



Sec 25 of the OHS Act - Duties of employers:

25 (1) An employer shall ensure that,

- (a) the equipment, materials and protective devices as prescribed are provided;
- (b) the equipment, materials and protective devices provided by the employer are maintained in good condition;
- (c) the measures and procedures prescribed are carried out in the workplace;
- (d) the equipment, materials and protective devices provided by the employer are used as prescribed; and
- (e) a building, structure, or any part thereof, or any other part of a workplace, whether temporary or permanent, is capable of supporting any loads that may be applied to it,
 - (i) as determined by the applicable design requirements established under the version of the Building Code that was in force at the time of its construction,
 - (ii) in accordance with such other requirements as may be prescribed, or
 - (iii) in accordance with good engineering practice, if subclauses (i) and (ii) do not apply. R.S.O. 1990, c. O.1, s. 25 (1); 2011, c. 11, s. 9.

Idem

(2) Without limiting the strict duty imposed by subsection (1), an employer shall,

- (a) provide information, instruction and supervision to a worker to protect the health or safety of the worker;
- (b) in a medical emergency for the purpose of diagnosis or treatment, provide, upon request, information in the possession of the employer, including confidential business information, to a legally qualified medical practitioner and to such other persons as may be prescribed;
- (c) when appointing a supervisor, appoint a competent person;
- (d) acquaint a worker or a person in authority over a worker with any hazard in the work and in the handling, storage, use, disposal and transport of any article, device, equipment or a biological, chemical or physical agent;

Duties of employers (continued):

- (e) afford assistance and co-operation to a committee and a health and safety representative in the carrying out by the committee and the health and safety representative of any of their functions;
- (f) only employ in or about a workplace a person over such age as may be prescribed;
- (g) not knowingly permit a person who is under such age as may be prescribed to be in or about a workplace;
- (h) take every precaution reasonable in the circumstances for the protection of a worker;
- (i) post, in the workplace, a copy of this Act and any explanatory material prepared by the Ministry, both in English and the majority language of the workplace, outlining the rights, responsibilities and duties of workers;
- (j) prepare and review at least annually a written occupational health and safety policy and develop and maintain a program to implement that policy;
- (k) post at a conspicuous location in the workplace a copy of the occupational health and safety policy;
- (l) provide to the committee or to a health and safety representative the results of a report respecting occupational health and safety that is in the employer's possession and, if that report is in writing, a copy of the portions of the report that concern occupational health and safety; and
- (m) advise workers of the results of a report referred to in clause (l) and, if the report is in writing, make available to them on request copies of the portions of the report that concern occupational health and safety;
- (n) notify a Director if a committee or a health and safety representative, if any, has identified potential structural inadequacies of a building, structure, or any part thereof, or any other part of a workplace, whether temporary or permanent, as a source of danger or hazard to workers. R.S.O. 1990, c. O.1, s. 25 (2); 2017, c. 34, Sched. 30, s. 1 (1).

Duties of employers (continued):

Idem

(3) For the purposes of clause (2) (c), an employer may appoint himself or herself as a supervisor where the employer is a competent person. R.S.O. 1990, c. O.1, s. 25 (3).

Same

(3.1) Any explanatory material referred to under clause (2) (i) may be published as part of the poster required under section 2 of the Employment Standards Act, 2000. 2009, c. 23, s. 2.

Idem

(4) Clause (2) (j) does not apply with respect to a workplace at which five or fewer workers are regularly employed. R.S.O. 1990, c. O.1, s. 25 (4); 2011, c. 1, Sched. 7, s. 2 (2).

Same

(5) Clause (2) (n) does not apply to an employer that owns the workplace. 2017, c. 34, Sched. 30, s. 1 (2).

Section Amendments with date in force (d/m/y)

Footwear

25.1 (1) An employer shall not require a worker to wear footwear with an elevated heel unless it is required for the worker to perform his or her work safely. 2017, c. 22, Sched. 3, s. 1.

Exception

(2) Subsection (1) does not apply with respect to an employer of a worker who works as a performer in the entertainment and advertising industry. 2017, c. 22, Sched. 3, s. 1.



Where could it have gone wrong?

- Lack of tracking & analysis of effectiveness of control measures
 - Ignoring near misses and potential incidents
- Implementing any identified improvements and training everyone
- Not looking for and measuring leading indicators and implementing proactive control measures
- Assuming the OHS program is good as there have been no incidents

Recommendations to build and sustain a strong OHS management system



- 1 Audit your OHS program every 12-18 months
- 2 Build & track your continuous improvement plan
- 3 Identifying 5 OHS objectives for 2022





Enabling healthy and safe municipalities

Thank you!

Time for Q&A...

Operations Report

October 2021

Ignace Drinking Water System



Prepared for the Township of Ignace

Prepared by NWI – Ignace

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1 Introduction

This Operations Report has been prepared by Northern Waterworks Inc. (NWI) to summarize the operation of the Ignace Drinking Water System. Operations Managers are responsible for generating this report on a monthly basis, and the data summarized herein is provided in a year-to-date format. The submission of this report is one of the methods used by NWI to communicate information about system performance to the Township of Ignace. Any questions or concerns regarding the content of this document may be directed to the local Operations Manager or to NWI's Compliance Department.

Classified as a large municipal residential system, the Ignace DWS is composed of the Raw Water Pumping Station (RWPS), the Ignace Water Treatment Plant (WTP) and the Ignace water distribution system. Potential pathogenic organisms are removed and inactivated by membrane filtration and primary disinfection using free chlorine.

Low lift pumps located at the RWPS transfer raw water from its source at Kekwanzik Lake to the Ignace WTP. Upon transfer to the WTP, polyaluminum chloride (primary coagulant) is added to the raw water upstream from the flocculation tanks. The application of coagulant causes impurities in the raw water to cluster together and form floc, which in turn facilitates membrane filtration. Water is then directed from the flocculation tanks to one of four Zenon membrane filtration units located at the WTP. Permeate is drawn through the membrane filters via an applied vacuum and is transferred to the treated water storage reservoirs. Sodium hypochlorite (disinfectant) is added to the filtrate water upon transfer to the reservoirs.

The chlorinated water is held in the treated water storage reservoirs to allow for the necessary time required to achieve primary disinfection. Treated water is then transferred to the distribution system using high lift pumps located at the WTP. Secondary disinfection requirements in the distribution system are achieved by maintaining a free chlorine residual at all locations. Sodium hydroxide (pH adjustment) is also added as water is transferred to the distribution system in order to increase finished water pH to a level that will not cause corrosion.

2 Flow Monitoring Results

Table 1 provides selected flow statistics for the Ignace DWS. Raw and treated water flows are continuously monitored at the Ignace WTP, and Operators review flow trends and collect totalized volumes on a daily basis. Limits concerning the amount of raw water that may be taken and the amount of treated water that may be directed to the distribution system are provided within system approvals. As per the Municipal Drinking Water Licence, calibration for flow monitoring devices is verified on an annual basis to ensure that the flowrate is measured with an accuracy to within plus or minus 5% of the actual flowrate for the entire design range of the device.

Table 1: Total volumes, daily flows and capacity assessments¹

Month	Raw Water			Treated Water			Capacity Assessments ²	
	TMV (m ³)	ADF (m ³ /day)	MDF (m ³ /day)	TMV (m ³)	ADF (m ³ /day)	MDF (m ³ /day)	ADF	MDF
Jan	25,052	808	977	22,716	733	799	27%	29%
Feb	25,325	904	1,112	21,694	775	861	28%	32%
Mar	26,459	854	984	23,743	766	836	28%	31%
Apr	27,235	908	1,239	24,409	814	1,112	30%	41%
May	25,221	814	945	22,797	735	816	27%	30%
Jun	24,511	817	956	22,035	734	814	27%	30%
Jul	26,911	868	1,092	23,938	772	902	28%	33%
Aug	23,404	755	907	20,573	664	742	24%	27%
Sep	23,237	775	1,021	20,142	671	813	25%	30%
Oct	22,627	730	970	19,597	632	703	23%	26%
Nov	—	—	—	—	—	—	—	—
Dec	—	—	—	—	—	—	—	—
Total	249,982	—	—	221,644	—	—	—	—
Avg	24,998	823	—	22,164	730	—	27%	—

1. TMV = Total Monthly Volume; ADF = Average Daily Flow; MDF = Maximum Daily Flow.

2. Capacity assessments compare average and maximum daily treated water flows to the rated capacity of the treatment facility (2,730 m³/day), as provided within the system's approval.

3 Water Quality

NWI employs an in-house water quality analysis program that includes several water quality indicators and extends beyond minimum regulatory requirements. **Table 2** provides monthly average results for selected water quality parameters, as derived from the in-house water quality analysis program. The table also summarizes filter performance against the performance criterion contained within the system's Municipal Drinking Water Licence. Specifically, filtrate turbidity must be less than or equal to 0.1 NTU in at least 99% of the measurements each calendar month for the treatment facility to receive pathogen removal credits. The values in the table correspond to the proportion of filtrate turbidity measurements that were equal to or less than 0.1 NTU.

Table 2: Water quality summary and filter performance¹

Month	Treated Water					Filtrate Turbidity Compliance			
	Turbidity (NTU)	UVT (%)	pH	FCR (mg/L)	Alum Residual (mg/L)	Filter 1 (%)	Filter 2 (%)	Filter 3 (%)	Filter 4 (%)
Objective	< 0.2	> 85.0	7.0 - 8.0	1.1 - 1.6	< 0.050	> 99.0%	> 99.0%	> 99.0%	> 99.0%
Jan	0.06	94.2	7.2	1.38	0.016	100.0	99.9	100.0	100.0
Feb	0.06	94.4	7.2	1.51	0.011	100.0	100.0	100.0	100.0
Mar	0.07	92.1	7.4	1.56	0.011	100.0	100.0	100.0	100.0
Apr	0.06	95.9	7.5	1.47	0.012	100.0	100.0	100.0	100.0
May	0.06	94.0	7.5	1.39	0.013	100.0	100.0	100.0	100.0
Jun	0.06	93.5	7.5	1.35	0.017	100.0	100.0	100.0	100.0
Jul	0.06	92.4	7.3	1.35	0.019	100.0	100.0	100.0	100.0
Aug	0.08	91.5	7.4	1.34	0.018	100.0	100.0	100.0	100.0
Sep	0.07	91.9	7.4	1.38	0.016	100.0	100.0	100.0	100.0
Oct	0.07	92.5	7.4	1.50	0.014	100.0	99.9	100.0	100.0
Nov	—	—	—	—	—	—	—	—	—
Dec	—	—	—	—	—	—	—	—	—
Avg	0.06	93.2	7.4	1.42	0.015	—	—	—	—

1. UVT = Ultraviolet Transmittance; FCR = Free Chlorine Residual

Analyses of microbiological, organic, and inorganic parameters are conducted externally by an accredited laboratory. Results of these analyses are summarized in a separate *Annual Report*; NWI is available to provide sampling results prior to the release of the Annual Report. Any adverse results will be included within section 6 (Notable Operational Events) of this report.

4 Membrane Integrity Test Results

The membrane integrity test (MIT) is conducted daily by Operators to ensure that the membrane filtration units are performing as designed. To meet the manufacturer's guidelines and to guarantee pathogen removal, the MIT results must achieve a Log Removal Value (LRV) of at least 4.00. LRVs are also used to determine when membrane cleaning and repairs may be required. **Table 3** summarizes monthly LRV results. A more detailed analysis of log removal values and membrane filter integrity is provided within the annual *Management Review Report*.

Table 3: Results summary for Log Removal Values

Month	Membrane Filter 1		Membrane Filter 2		Membrane Filter 3		Membrane Filter 4	
	Average LRV	Minimum LRV	Average LRV	Minimum LRV	Average LRV	Minimum LRV	Average LRV	Minimum LRV
Jan	4.29	4.05	4.22	4.05	4.12	3.98	4.39	4.16
Feb	4.27	4.03	4.37	4.01	4.15	3.93	4.56	4.22
Mar	4.24	4.14	4.26	4.09	4.20	4.03	4.43	4.29
Apr	4.35	4.22	4.34	4.08	4.26	4.13	4.46	4.30
May	4.31	4.24	4.30	4.15	4.22	4.11	4.29	4.14
Jun	4.25	4.03	4.23	4.00	4.15	3.93	4.28	4.14
Jul	4.09	3.83	4.19	3.97	4.12	3.95	4.19	3.85
Aug	4.09	3.86	4.20	4.04	4.11	3.97	4.21	4.00
Sep	4.04	3.92	4.16	3.99	4.17	3.99	4.23	4.04
Oct	4.04	3.89	4.32	4.14	4.14	3.83	4.29	4.05
Nov	—	—	—	—	—	—	—	—
Dec	—	—	—	—	—	—	—	—
Avg	4.20	---	4.26	---	4.16	---	4.33	---
Min	---	3.83	---	3.97	---	3.83	---	3.85

5 Chemical Usage

In addition to adjusting chemical dosages in response to variations in source water quality and to maintain effective treatment processes, Operators are responsible for monitoring and recording chemical consumptions and dosages on a daily basis. **Table 4** summarizes total chemical consumptions and monthly average dosages for treatment chemicals used at the Ignace WTP. All chemicals used in the treatment process are NSF/ANSI 60 certified for use in potable water.

Table 4: Chemical consumptions and average dosages

Month	Sodium Hypochlorite (Disinfection)		Polyaluminum Chloride (Coagulant)		Sodium Hydroxide (pH Adjustment)	
	Amount Used (L)	Average Dosage (mg/L)	Amount Used (L)	Average Dosage (mg/L)	Amount Used (L)	Average Dosage (mg/L)
Jan	566	2.8	673	11	146	4.6
Feb	606	3.1	366	6	132	4.3
Mar	627	3.1	338	5	146	4.4
Apr	638	3.0	446	7	97	2.9
May	648	3.3	472	8	129	4.1
Jun	675	3.6	456	8	81	2.7
Jul	735	3.5	507	8	37	1.1
Aug	687	3.9	455	8	21	0.7
Sep	723	4.1	448	8	21	0.7
Oct	679	3.9	421	8	19	0.7
Nov	—	—	—	—	—	—
Dec	—	—	—	—	—	—
Total	6,584	—	4,580	—	830	—
Avg	658	3.4	458	8	83	2.6

6 Notable Operational Events

Table 5 (Abnormal Operations Summary) summarizes abnormal operational events which occurred during the reporting period. Abnormal operational events include, but are not limited to, unplanned and emergency maintenance and repair, alarm conditions, watermain breaks and distribution system repairs, adverse water quality incidents, and complaints and other public inquiries received and actions taken.

Table 5: Abnormal operations summary

Incident Date	Event Description	Corrective Action	Resolution Date
20-Sep-21	An alarm pertaining to a raw water high pressure condition was transmitted to the on-call Operator. The automation service provider investigated the issue on September 21 and determined that the pressure sensor requires replacement.	Until the unit can be replaced, water production at the facility must be completed under manual control.	Ongoing
25-Oct-21	Membrane filter units no. 1 and 4 experienced low transmembrane pressure alarm conditions.	Manual backwashes were completed on both filter units. The filters were then placed back into service and were monitored for proper operation.	25-Oct-21

Table 6 (Other Notable Events) summarizes any notable operational events which occurred during the reporting period. For clarification, other notable operational events include, but are not limited to, regulatory issues, including inspection results, orders, and reports filed with regulators, planned maintenance and repair, health and safety issues, and status updates concerning capital projects.

Table 6: Other notable events

Date	Event Description
19-Oct-21	The Year 3 re-accreditation audit for the system was conducted by an external auditor from NSF-ISR. The system maintained its accreditation to Ontario's DWQMS Version 2.0. No nonconformities were identified during the audit.
12-Oct-21	A technician with Synergy Controls was on site to complete the annual flow meter calibration verifications.
06-Oct-21	A representative with Viking Electric was on site to complete a thermal imaging inspection of electrical systems.

Operations Report

November 2021

Ignace Drinking Water System



Prepared for the Township of Ignace

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Oct	22,627	730	970	19,597	632	703	23%	26%
Nov	23,240	775	903	20,246	675	762	25%	28%
Dec	—	—	—	—	—	—	—	—
Total	273,222	—	—	241,891	—	—	—	—
Avg	24,838	819	—	21,990	725	—	27%	—

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May	0.06	94.0	7.5	1.39	0.013	100.0	100.0	100.0	100.0
Jun	0.06	93.5	7.5	1.35	0.017	100.0	100.0	100.0	100.0
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Aug	0.08	91.5	7.4	1.34	0.018	100.0	100.0	100.0	100.0
Sep	0.07	91.9	7.4	1.38	0.016	100.0	100.0	100.0	100.0
Oct	0.07	92.5	7.4	1.50	0.014	100.0	99.9	100.0	100.0
Nov	0.07	91.9	7.5	1.52	0.012	100.0	99.9	99.9	99.9
Dec	—	—	—	—	—	—	—	—	—
Avg	0.07	93.1	7.4	1.43	0.014	—	—	—	—

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	Average LRV	Minimum LRV	Average LRV	Minimum LRV	Average LRV	Minimum LRV	Average LRV	Minimum LRV
Jan	4.29	4.05	4.22	4.05	4.12	3.98	4.39	4.16
Feb	4.27	4.03	4.37	4.01	4.15	3.93	4.56	4.22
Mar	4.24	4.14	4.26	4.09	4.20	4.03	4.43	4.29
Apr	4.35	4.22	4.34	4.08	4.26	4.13	4.46	4.30
May	4.31	4.24	4.30	4.15	4.22	4.11	4.29	4.14
Jun	4.25	4.03	4.23	4.00	4.15	3.93	4.28	4.14
Jul	4.09	3.83	4.19	3.97	4.12	3.95	4.19	3.85
Aug	4.09	3.86	4.20	4.04	4.11	3.97	4.21	4.00
Sep	4.04	3.92	4.16	3.99	4.17	3.99	4.23	4.04
Oct	4.04	3.89	4.32	4.14	4.14	3.83	4.29	4.05
Nov	4.09	3.94	4.32	4.15	4.13	4.00	4.26	4.02
Dec	---	---	---	---	---	---	---	---
Avg	4.19	---	4.27	---	4.16	---	4.33	---
Min	---	3.83	---	3.97	---	3.83	---	3.85

5 Chemical Usage

In addition to adjusting chemical dosages in response to variations in source water quality and to maintain effective treatment processes, Operators are responsible for monitoring and recording chemical consumptions and dosages on a daily basis. **Table 4** summarizes total chemical consumptions and monthly average dosages for treatment chemicals used at the Ignace WTP. All chemicals used in the treatment process are NSF/ANSI 60 certified for use in potable water.

Table 4: Chemical consumptions and average dosages

Month	Sodium Hypochlorite (Disinfection)		Polyaluminum Chloride (Coagulant)		Sodium Hydroxide (pH Adjustment)	
	Amount Used (L)	Average Dosage (mg/L)	Amount Used (L)	Average Dosage (mg/L)	Amount Used (L)	Average Dosage (mg/L)
Jan	566	2.8	673	11	146	4.6
Feb	606	3.1	366	6	132	4.3
Mar	627	3.1	338	5	146	4.4
Apr	638	3.0	446	7	97	2.9
May	648	3.3	472	8	129	4.1
Jun	675	3.6	456	8	81	2.7
Jul	735	3.5	507	8	37	1.1
Aug	687	3.9	455	8	21	0.7
Sep	723	4.1	448	8	21	0.7
Oct	679	3.9	421	8	19	0.7
Nov	611	3.4	274	5	18	0.6
Dec	—	—	—	—	—	—
Total	7,195	—	4,854	—	848	—
Avg	654	3.4	441	8	77	2.4

Table 6 (Other Notable Events) summarizes any notable operational events which occurred during the reporting period. For clarification, other notable operational events include, but are not limited to, regulatory issues, including inspection results, orders, and reports filed with regulators, planned maintenance and repair, health and safety issues, and status updates concerning capital projects.

Table 6: Other notable events

Date	Event Description
18-Nov-21	A new pressure sensor was installed at the raw water pumping station. A faulty sensor had caused numerous alarm conditions over the preceding months.

Operations Report

October 2021

Ignace Water Pollution Control Plant



Prepared for the Township of Ignace
Prepared by NWI – Ignace
405 Railway Street, Ignace ON
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Fax: 807.934.2805
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1 Introduction

This Operations Report has been prepared by Northern Waterworks Inc. (NWI) to summarize the operation of the **Ignace Water Pollution Control Plant**. Operations Managers are responsible for generating this report on a monthly basis, and the data summarized herein is provided in a year-to-date format. The submission of this report is one of the methods used by NWI to communicate information about system performance to the Township of Ignace. Any questions or concerns regarding the content of this report may be directed to the local Operations Manager or to NWI's Compliance Department.

The Ignace Water Pollution Control Plant (WPCP) is a component of the sewage works that service the community of Ignace. Designed for the treatment and disposal of sewage, the facility has an average daily rated capacity of 2,536 m³/day and a peak flow rated capacity of 7,500 m³/day. The facility consists of inlet works designed for preliminary treatment, two circular secondary treatment units each containing an aeration tank, clarifier, and chlorine contact chamber, an aerobic digester, and an outfall sewer discharging effluent to Agimak Creek. The facility also includes a control building housing a laboratory, air supply equipment, a standby power system and chemical feed systems.

As an extended aeration facility the Ignace WPCP utilizes a biological treatment method that relies upon microorganisms to process influent wastewater. Aluminum sulphate, sodium hydroxide and sodium hypochlorite are also used at the facility for phosphorus reduction, pH/alkalinity adjustment and effluent disinfection, respectively. The overall goal of the treatment process is to reduce or remove contaminants from influent wastewater to a level that will not adversely impact or impair receiving waters, including preventing the introduction of pathogens that could affect downstream users.

The facility is currently regulated by the terms and conditions within amended Environmental Compliance Approval No. 0923-9V7JCC (the ECA), issued to the Corporation of the Township of Ignace on April 29, 2015. This approval provides the operating parameters for the facility and includes requirements related to monitoring and recording, water quality (i.e. effluent objectives and compliance limits), operations and maintenance, reporting and bypass/overflow events. The facility is also regulated under additional provincial and federal legislation, such as the *Ontario Water Resources Act* and Canada's *Wastewater Systems Effluent Regulations* (WSER).

2 Flow Monitoring Results

Table 1 provides flow statistics for the Ignace WPCP. Operators review flows and collect totalized volumes from flow monitoring equipment on a daily basis. The regulatory approval for the facility requires that the Owner and Operating Authority use best efforts to operate the works within the facility's rated capacity (2,536 m³/day – calculated over a calendar year). Flow monitoring results are also used to determine effluent parameter loadings that are discharged to the environment. As per the ECA, calibration for flow monitoring devices is verified on an annual basis to ensure that the flowrate is measured with an accuracy to within plus or minus 15% of the actual flowrate for the entire design range of the device.

Table 1: Total volumes, daily flows and capacity assessments¹

Month	Influent (Raw Sewage) Flows			Capacity Assessments ²		Effluent Flows		
	TMV (m ³)	ADF (m ³ /day)	MDF (m ³ /day)	ADF vs. Rated Capacity	MDF vs. Rated Capacity	TMV (m ³)	ADF (m ³ /day)	MDF (m ³ /day)
Jan	27,076	873	1,059	34%	14%	29,349	947	1,549
Feb	24,886	889	1,203	35%	16%	24,450	873	1,361
Mar	25,415	820	961	32%	13%	23,976	773	909
Apr	28,465	949	1,311	37%	17%	28,996	967	1,369
May	31,109	1,004	1,215	40%	16%	31,986	1,032	1,241
Jun	28,813	960	1,135	38%	15%	29,596	987	1,207
Jul	24,677	796	1,061	31%	14%	24,522	791	992
Aug	22,757	734	854	29%	11%	23,093	745	888
Sep	21,967	732	1,164	29%	16%	22,349	745	1,174
Oct	22,812	736	971	29%	13%	24,386	787	1,016
Nov	—	—	—	—	—	—	—	—
Dec	—	—	—	—	—	—	—	—
Total	257,977	—	—	—	—	262,704	—	—
Avg	25,798	849	—	33%	—	26,270	865	—

1. TMV = Total Monthly Volume; ADF = Average Daily Flow; MDF = Maximum Daily Flow.

2. Capacity assessments compare average and maximum daily influent wastewater flows to the rated capacity (2,536 m³/day) and peak flow rate (7,500 m³/day) of the treatment facility, respectively.

3 Water Quality

Operators verify the effectiveness of treatment processes by performing a variety of in-house analyses, including tests for dissolved oxygen, temperature, pH and suspended solids. Operators are also responsible for collecting samples and submitting them to an accredited laboratory for analysis. Specifically, the Ignace WPCP employs a monitoring program that is both consistent with its system-specific Environmental Compliance Approval and with the federal Wastewater Systems Effluent Regulations (WSER). **Table 2** below summarizes the results of tests submitted to the laboratory in the current calendar year and compares the results to effluent objectives and compliance limits contained within the ECA.

Table 2: Effluent monitoring results summary and comparison with limits and objectives¹

Month	CBOD5		TSS		Total P		TAN	E. Coli	pH	
	MAC ² (mg/L)	MAL ³ (mg/L)	MAC (mg/L)	MAL (mg/L)	MAC (mg/L)	MAL (mg/L)	MAC (mg/L)	MGMD (MPN/ 100mL)	Minimum Result	Maximum Result
Objectives	15	n/a	15	n/a	0.5	n/a	3.0 or 5.0 ⁴	150	6.5	9.0
Limits	25	63.4	25	63.4	1.0	2.54	6.0 or 10.0 ⁴	200	6.0	9.5
Jan	2.3	2.2	5.0	4.7	0.26	0.25	0.91	10	6.7	7.3
Feb	2.7	2.4	8.5	7.4	0.36	0.31	0.04	10	6.7	7.4
Mar	2.0	1.6	5.6	4.4	0.37	0.28	0.19	26	6.7	7.1
Apr	2.1	2.0	7.5	7.2	0.37	0.35	0.06	90	6.6	7.1
May	2.0	2.1	5.5	5.7	0.31	0.32	0.05	10	6.6	7.3
Jun	2.0	2.0	5.6	5.5	0.42	0.41	0.04	10	6.2	7.3
Jul	2.0	1.6	4.7	3.7	0.44	0.35	0.04	15	6.3	6.9
Aug	2.1	1.5	6.5	4.8	0.60	0.45	0.04	10	6.3	7.0
Sep	2.3	1.7	6.5	4.8	0.65	0.48	0.61	12	6.7	7.5
Oct	2.0	1.6	4.3	3.4	0.64	0.51	0.03	10	6.8	7.1
Nov	—	—	—	—	—	—	—	—	—	—
Dec	—	—	—	—	—	—	—	—	—	—

1. CBOD5 = Carbonaceous Biochemical Oxygen Demand; TSS = Total Suspended Solids; Total P = Total Phosphorus; TAN = Total Ammonia Nitrogen; MAC = Monthly Average Concentration; MAL = Monthly Average Loading; MGMD = Monthly Geometric Mean Density

2. Monthly Average Concentration means the arithmetic mean of all daily concentrations during a calendar month.

3. Monthly Average Loading means the value obtained by multiplying the MAC of a contaminant by the Monthly Average Daily Flow (effluent) over the same calendar month.

4. The objective and limit for total ammonia nitrogen are seasonal. The objective is 3.0 mg/L and the limit is 6.0 mg/L between May 1 and October 31; the objective is 5.0 mg/L and the limit is 10.0 mg/L between November 1 and April 30.

4 Chemical Usage & Total Chlorine Concentrations

Operators are responsible for monitoring and recording chemical consumptions and dosages, and chemical dosages are adjusted accordingly to maintain effective treatment processes. **Table 3** summarizes total chemical consumptions and provides monthly average dosages for treatment chemicals used at the Ignace WPCP. The facility uses aluminum sulphate for phosphorus reduction, sodium hydroxide for pH/alkalinity adjustment and sodium hypochlorite for effluent disinfection. Effluent total chlorine residual results are also summarized in the table. As per Canada's *Wastewater Systems Effluent Regulations*, average concentrations of total chlorine calculated over a calendar quarter must be less than or equal to 0.02 mg/L.

Table 3: Chemical consumptions and average dosages

Month	Sodium hypochlorite (effluent disinfection)				Aluminum sulphate (phosphorus reduction)		Sodium hydroxide (alkalinity adjustment)	
	Amount Used (L)	Average Dosage (mg/L)	Average Effluent Total Chlorine Residual (mg/L)	Maximum Effluent Total Chlorine Residual (mg/L)	Amount Used (L)	Average Dosage (mg/L)	Amount Used (L)	Average Dosage (mg/L)
Jan	598	2.4	0.03	0.27	224	5	846	24
Feb	543	2.6	0.02	0.13	200	5	643	20
Mar	446	2.2	0.01	0.02	218	6	726	22
Apr	430	1.8	0.01	0.05	295	7	676	18
May	664	2.5	0.01	0.03	412	9	851	21
Jun	650	2.6	0.01	0.04	348	8	899	24
Jul	673	3.3	0.01	0.04	359	9	995	31
Aug	732	3.8	0.02	0.04	389	11	1,085	36
Sep	729	3.9	0.01	0.04	477	14	1,484	52
Oct	698	3.4	0.01	0.07	548	15	1,272	43
Nov	—	—	—	—	—	—	—	—
Dec	—	—	—	—	—	—	—	—
Total	6,163	—	—	—	3,469	—	9,477	—
Avg	616	2.8	0.01	—	347	9	948	29

5 Notable Operational Events

Table 4 (Abnormal Operations Summary) summarizes abnormal operational events which occurred during the reporting period. Abnormal operational events include, but are not limited to, spills, bypass and overflow events, unplanned and emergency maintenance and repair, alarm conditions, sewer blockages and backups, and complaints and other public inquiries received and actions taken.

Table 4: Abnormal operations summary

Incident Date	Event Description	Corrective Action	Resolution Date
05-Oct-21	A blower fault alarm condition (blower no. 2) occurred on October 5 and again on October 10.	On October 5, the responding Operator switched blower duties before confirming the air supply to the treatment units. On October 10, the responding operator reset the blower and confirmed air supply to the treatment units.	10-Oct-21

Table 5 (Other Notable Events) summarizes any notable operational events which occurred during the reporting period. For clarification, other notable operational events include, but are not limited to, regulatory issues, including inspection results, orders, and reports filed with regulators, planned maintenance and repair, health and safety issues, and status updates concerning capital projects.

Table 5: Other notable events

Date	Event Description
------	-------------------

There were no other notable operational events during the reporting period.

Operations Report

November 2021

Ignace Water Pollution Control Plant



Prepared for the Township of Ignace
Prepared by NWI – Ignace
405 Railway Street, Ignace ON
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Email: ignace@nwi.ca



1 Introduction

This Operations Report has been prepared by Northern Waterworks Inc. (NWI) to summarize the operation of the **Ignace Water Pollution Control Plant**. Operations Managers are responsible for generating this report on a monthly basis, and the data summarized herein is provided in a year-to-date format. The submission of this report is one of the methods used by NWI to communicate information about system performance to the Township of Ignace. Any questions or concerns regarding the content of this report may be directed to the local Operations Manager or to NWI's Compliance Department.

The Ignace Water Pollution Control Plant (WPCP) is a component of the sewage works that service the community of Ignace. Designed for the treatment and disposal of sewage, the facility has an average daily rated capacity of 2,536 m³/day and a peak flow rated capacity of 7,500 m³/day. The facility consists of inlet works designed for preliminary treatment, two circular secondary treatment units each containing an aeration tank, clarifier, and chlorine contact chamber, an aerobic digester, and an outfall sewer discharging effluent to Agimak Creek. The facility also includes a control building housing a laboratory, air supply equipment, a standby power system and chemical feed systems.

As an extended aeration facility the Ignace WPCP utilizes a biological treatment method that relies upon microorganisms to process influent wastewater. Aluminum sulphate, sodium hydroxide and sodium hypochlorite are also used at the facility for phosphorus reduction, pH/alkalinity adjustment and effluent disinfection, respectively. The overall goal of the treatment process is to reduce or remove contaminants from influent wastewater to a level that will not adversely impact or impair receiving waters, including preventing the introduction of pathogens that could affect downstream users.

The facility is currently regulated by the terms and conditions within amended Environmental Compliance Approval No. 0923-9V7JCC (the ECA), issued to the Corporation of the Township of Ignace on April 29, 2015. This approval provides the operating parameters for the facility and includes requirements related to monitoring and recording, water quality (i.e. effluent objectives and compliance limits), operations and maintenance, reporting and bypass/overflow events. The facility is also regulated under additional provincial and federal legislation, such as the *Ontario Water Resources Act* and Canada's *Wastewater Systems Effluent Regulations* (WSER).

2 Flow Monitoring Results

Table 1 provides flow statistics for the Ignace WPCP. Operators review flows and collect totalized volumes from flow monitoring equipment on a daily basis. The regulatory approval for the facility requires that the Owner and Operating Authority use best efforts to operate the works within the facility's rated capacity (2,536 m³/day – calculated over a calendar year). Flow monitoring results are also used to determine effluent parameter loadings that are discharged to the environment. As per the ECA, calibration for flow monitoring devices is verified on an annual basis to ensure that the flowrate is measured with an accuracy to within plus or minus 15% of the actual flowrate for the entire design range of the device.

Table 1: Total volumes, daily flows and capacity assessments¹

Month	Influent (Raw Sewage) Flows			Capacity Assessments ²		Effluent Flows		
	TMV (m ³)	ADF (m ³ /day)	MDF (m ³ /day)	ADF vs. Rated Capacity	MDF vs. Rated Capacity	TMV (m ³)	ADF (m ³ /day)	MDF (m ³ /day)
Jan	27,076	873	1,059	34%	14%	29,349	947	1,549
Feb	24,886	889	1,203	35%	16%	24,450	873	1,361
Mar	25,415	820	961	32%	13%	23,976	773	909
Apr	28,465	949	1,311	37%	17%	28,996	967	1,369
May	31,109	1,004	1,215	40%	16%	31,986	1,032	1,241
Jun	28,813	960	1,135	38%	15%	29,596	987	1,207
Jul	24,677	796	1,061	31%	14%	24,522	791	992
Aug	22,757	734	854	29%	11%	23,093	745	888
Sep	21,967	732	1,164	29%	16%	22,349	745	1,174
Oct	22,812	736	971	29%	13%	24,386	787	1,016
Nov	20,370	679	825	27%	11%	21,996	733	890
Dec	—	—	—	—	—	—	—	—
Total	278,347	—	—	—	—	284,700	—	—
Avg	25,304	834	—	33%	—	25,882	853	—

1. TMV = Total Monthly Volume; ADF = Average Daily Flow; MDF = Maximum Daily Flow.

2. Capacity assessments compare average and maximum daily influent wastewater flows to the rated capacity (2,536 m³/day) and peak flow rate (7,500 m³/day) of the treatment facility, respectively.

3 Water Quality

Operators verify the effectiveness of treatment processes by performing a variety of in-house analyses, including tests for dissolved oxygen, temperature, pH and suspended solids. Operators are also responsible for collecting samples and submitting them to an accredited laboratory for analysis. Specifically, the Ignace WPCP employs a monitoring program that is both consistent with its system-specific Environmental Compliance Approval and with the federal Wastewater Systems Effluent Regulations (WSER). **Table 2** below summarizes the results of tests submitted to the laboratory in the current calendar year and compares the results to effluent objectives and compliance limits contained within the ECA.

Table 2: Effluent monitoring results summary and comparison with limits and objectives¹

Month	CBOD5		TSS		Total P		TAN	E. Coli	pH	
	MAC ² (mg/L)	MAL ³ (mg/L)	MAC (mg/L)	MAL (mg/L)	MAC (mg/L)	MAL (mg/L)	MAC (mg/L)	MGMD (MPN/ 100mL)	Minimum Result	Maximum Result
Objectives	15	n/a	15	n/a	0.5	n/a	3.0 or 5.0 ⁴	150	6.5	9.0
Limits	25	63.4	25	63.4	1.0	2.54	6.0 or 10.0 ⁴	200	6.0	9.5
Jan	2.3	2.2	5.0	4.7	0.26	0.25	0.91	10	6.7	7.3
Feb	2.7	2.4	8.5	7.4	0.36	0.31	0.04	10	6.7	7.4
Mar	2.0	1.6	5.6	4.4	0.37	0.28	0.19	26	6.7	7.1
Apr	2.1	2.0	7.5	7.2	0.37	0.35	0.06	90	6.6	7.1
May	2.0	2.1	5.5	5.7	0.31	0.32	0.05	10	6.6	7.3
Jun	2.0	2.0	5.6	5.5	0.42	0.41	0.04	10	6.2	7.3
Jul	2.0	1.6	4.7	3.7	0.44	0.35	0.04	15	6.3	6.9
Aug	2.1	1.5	6.5	4.8	0.60	0.45	0.04	10	6.3	7.0
Sep	2.3	1.7	6.5	4.8	0.65	0.48	0.61	12	6.7	7.5
Oct	2.0	1.6	4.3	3.4	0.64	0.51	0.03	10	6.8	7.1
Nov	2.0	1.5	5.1	3.7	0.39	0.29	0.04	10	6.3	7.0
Dec	—	—	—	—	—	—	—	—	—	—

1. CBOD5 = Carbonaceous Biochemical Oxygen Demand; TSS = Total Suspended Solids; Total P = Total Phosphorus; TAN = Total Ammonia Nitrogen; MAC = Monthly Average Concentration; MAL = Monthly Average Loading; MGMD = Monthly Geometric Mean Density

2. Monthly Average Concentration means the arithmetic mean of all daily concentrations during a calendar month.

3. Monthly Average Loading means the value obtained by multiplying the MAC of a contaminant by the Monthly Average Daily Flow (effluent) over the same calendar month.

4. The objective and limit for total ammonia nitrogen are seasonal. The objective is 3.0 mg/L and the limit is 6.0 mg/L between May 1 and October 31; the objective is 5.0 mg/L and the limit is 10.0 mg/L between November 1 and April 30.

4 Chemical Usage & Total Chlorine Concentrations

Operators are responsible for monitoring and recording chemical consumptions and dosages, and chemical dosages are adjusted accordingly to maintain effective treatment processes. **Table 3** summarizes total chemical consumptions and provides monthly average dosages for treatment chemicals used at the Ignace WPCP. The facility uses aluminum sulphate for phosphorus reduction, sodium hydroxide for pH/alkalinity adjustment and sodium hypochlorite for effluent disinfection. Effluent total chlorine residual results are also summarized in the table. As per Canada's *Wastewater Systems Effluent Regulations*, average concentrations of total chlorine calculated over a calendar quarter must be less than or equal to 0.02 mg/L.

Table 3: Chemical consumptions and average dosages

Month	Sodium hypochlorite (effluent disinfection)				Aluminum sulphate (phosphorus reduction)		Sodium hydroxide (alkalinity adjustment)	
	Amount Used (L)	Average Dosage (mg/L)	Average Effluent Total Chlorine Residual (mg/L)	Maximum Effluent Total Chlorine Residual (mg/L)	Amount Used (L)	Average Dosage (mg/L)	Amount Used (L)	Average Dosage (mg/L)
Jan	598	2.4	0.03	0.27	224	5	846	24
Feb	543	2.6	0.02	0.13	200	5	643	20
Mar	446	2.2	0.01	0.02	218	6	726	22
Apr	430	1.8	0.01	0.05	295	7	676	18
May	664	2.5	0.01	0.03	412	9	851	21
Jun	650	2.6	0.01	0.04	348	8	899	24
Jul	673	3.3	0.01	0.04	359	9	995	31
Aug	732	3.8	0.02	0.04	389	11	1,085	36
Sep	729	3.9	0.01	0.04	477	14	1,484	52
Oct	698	3.4	0.01	0.07	548	15	1,272	43
Nov	667	3.6	0.02	0.08	548	17	900	34
Dec	—	—	—	—	—	—	—	—
Total	6,830	—	—	—	4,017	—	10,377	—
Avg	621	2.9	0.01	—	365	10	943	29

5 Notable Operational Events

Table 4 (Abnormal Operations Summary) summarizes abnormal operational events which occurred during the reporting period. Abnormal operational events include, but are not limited to, spills, bypass and overflow events, unplanned and emergency maintenance and repair, alarm conditions, sewer blockages and backups, and complaints and other public inquiries received and actions taken.

Table 4: Abnormal operations summary

Incident Date	Event Description	Corrective Action	Resolution Date
12-Nov-21	A blower fault (blower no. 2) alarm condition was transmitted.	The blower was reset and proper aeration in both treatment units was verified.	12-Nov-21

Table 5 (Other Notable Events) summarizes any notable operational events which occurred during the reporting period. For clarification, other notable operational events include, but are not limited to, regulatory issues, including inspection results, orders, and reports filed with regulators, planned maintenance and repair, health and safety issues, and status updates concerning capital projects.

Table 5: Other notable events

Date	Event Description
------	-------------------

There were no other notable operational events during the reporting period.

IGNACE

Police Services Board Detachment Commander's Report



July - September
2021 Third Quarter Report

***Forging strong and effective partnerships with
our communities***

Presented on 16th November 2021

Police Services Board Report for Ignace
2021/Jul to 2021/Sep

Public Complaints

Policy	0
Service	0
Conduct	0

Date information collected from Professional Standards Bureau Commander Reports: 2021-11-16

Data Source

Ontario Provincial Police, Professional Standards Bureau Commander Reports

- Includes all public policy, service and conduct complaints submitted to the Office of the Independent Police Review Director (OIPRD)

Secondary Employment

Intelligence Led Policing - Crime Abatement Strategy

Number of Offenders in Program	4
Number of Offenders Charged	3
Number of Charges Laid	3
Number of Checks Performed	7

Date information was collected from Records Management System: 2021-11-16

Daily Activity Reporting Patrol Hours

Total Hours	2021/Jul to 2021/Sep
Number of Cruiser Patrol Hours	278.25
Number of Motorcycle Patrol Hours	0.00
Number of Marine Patrol Hours	0.00
Number of ATV Patrol Hours	0.00
Number of Snowmobile Patrol Hours	0.00
Number of Bicycle Patrol Hours	0.00
Number of Foot Patrol Hours	14.00
Number of School Patrol Hours	0.00

Data source (Daily Activity Reporting System) date: 2021/11/13

Staffing Updates

Transfers:	PC Cameron Stewart transferred to Ignace from AGCO. He is a 23 year member and brings a wealth of investigative experience to the cluster.// PC Zach Whitcroft completed his Ignace duration and transferred to the Ottawa area.
Promotions:	Les McGrayne competed and was promoted to the rank of Sergeant at the Ignace detachment.// Detective Sergeant Cheryl Davidson was promoted to Regional Traffic Staff Sergeant.//
Awards:	CSCU Detective Constable Jared Olsen and Detective Sergeant Cheryl Davidson were awarded a commissioners coin for serving with pride and professionalism.// A/Inspector Ed Chwastyk was awarded a commissioners coin for leadership.

Detachment Initiatives

Detachment: 2C - DRYDEN

Location code(s): 2C10 - IGNACE, 2C11 - IGNACE (Ignace (MI))

Area code(s): 2005 - Ignace

Report Generated by:
Curtis, Benjamin

Report Generated on:
16-Nov-21 8:56:22 AM
PP-CSC-Operational Planning-4300

98

Police Services Board Report for Ignace
2021/Jul to 2021/Sep

Crime and Traffic Campaigns/Initiatives:	The detachment cluster continued to be regional leaders in traffic enforcement and education during the Canada Day and Labour Day traffic campaigns.
Public Education Campaigns:	Ignace officers were in attendance at a Ignace community safety event focusing on area youth.

Detachment Emergency Planning Activities

Continuity Of Operations Plan Status	The continuity of operations plan for the Ignace detachment was reviewed and updated in September.
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Detachment: 2C - DRYDEN

Location code(s): 2C10 - IGNACE, 2C11 - IGNACE (Ignace (MI))

Area code(s): 2005 - Ignace

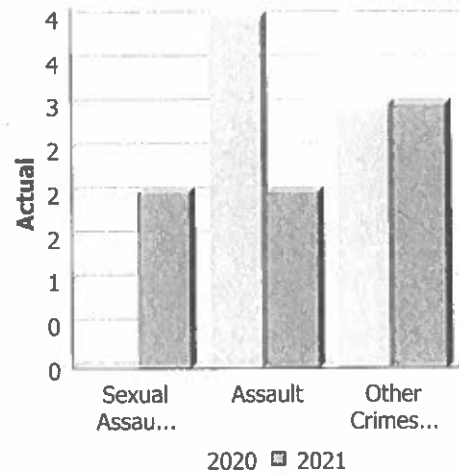
Report Generated by:
Curtis, Benjamin

Report Generated on:
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Police Services Board Report for Ignace
Records Management System
July to September - 2021

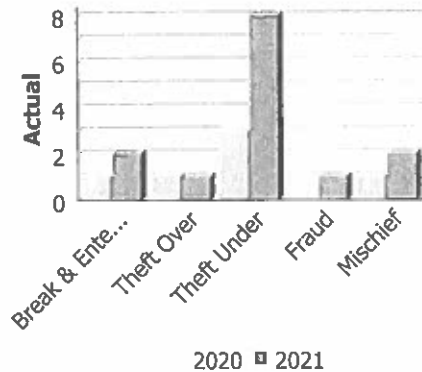
Violent Crime

Actual	July to September			Year to Date - September		
	2020	2021	% Change	2020	2021	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	0	2	--	0	2	--
Assault	4	2	-50.0%	11	17	54.5%
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	3	3	0.0%	8	8	0.0%
Total	7	7	0.0%	19	27	42.1%



Property Crime

Actual	July to September			Year to Date - September		
	2020	2021	% Change	2020	2021	% Change
Arson	0	0	--	0	1	--
Break & Enter	1	2	100.0%	4	2	-50.0%
Theft Over	1	1	0.0%	1	2	100.0%
Theft Under	3	8	166.7%	10	12	20.0%
Have Stolen Goods	0	0	--	1	1	0.0%
Fraud	0	1	--	0	2	--
Mischief	1	2	100.0%	2	9	350.0%
Total	6	14	133.3%	18	29	61.1%



Drug Crime

Actual	July to September			Year to Date - September		
	2020	2021	% Change	2020	2021	% Change
Possession	0	0	--	0	0	--
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
Total	0	0	--	0	0	--



Detachment: 2C - DRYDEN
 Location code(s): 2C10 - IGNACE
 Area code(s): 2005 - Ignace
 Data source date:
 2021/11/13

Report Generated by:
 Curtis, Benjamin

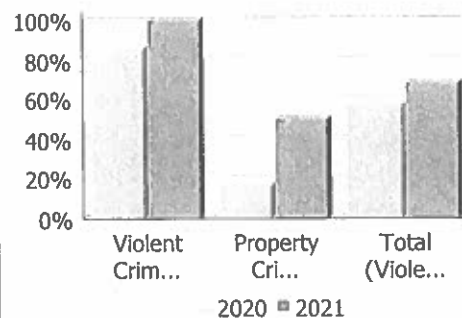
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100

Police Services Board Report for Ignace
Records Management System
July to September - 2021

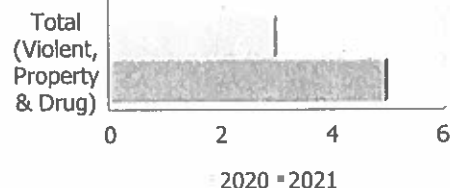
Clearance Rate

Clearance Rate	July to September			Year to Date - September		
	2020	2021	Difference	2020	2021	Difference
Violent Crime	85.7%	100.0%	14.3%	89.5%	88.9%	-0.6%
Property Crime	16.7%	50.0%	33.3%	38.9%	41.4%	2.5%
Drug Crime	--	--	--	--	--	--
Total (Violent, Property & Drug)	57.1%	68.2%	11.0%	65.8%	64.9%	-0.9%



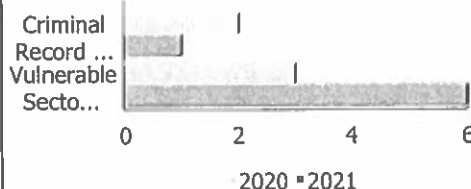
Unfounded

Unfounded	July to September			Year to Date - September		
	2020	2021	% Change	2020	2021	% Change
Total (Violent, Property & Drug)	3	5	66.7%	4	9	125.0%



Criminal Record and Vulnerable Sector Screening Checks

Actual	July to September			Year to Date - September		
	2020	2021	% Change	2020	2021	% Change
Criminal Record Checks	2	1	-50.0%	3	5	66.7%
Vulnerable Sector Screening Checks	3	6	100.0%	5	11	120.0%



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 2C - DRYDEN
Location code(s): 2C10 - IGNACE
Area code(s): 2005 - Ignace
Data source date:
 2021/11/13

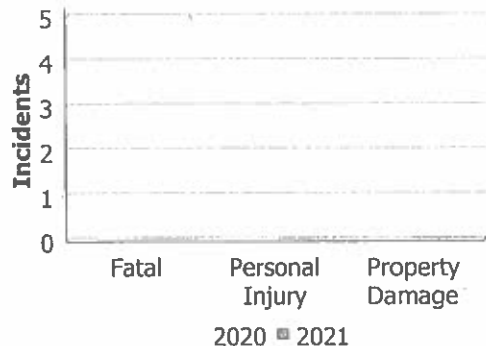
Report Generated by:
 Curtis, Benjamin

Report Generated on:
 16-Nov-21 9:20:32 AM
 PP-CSC-Operational Planning-4300

Police Services Board Report for Ignace
Collision Reporting System
July to September - 2021

Motor Vehicle Collisions by Type

Incidents	July to September			Year to Date - September		
	2020	2021	% Change	2020	2021	% Change
Fatal	0	0	--	0	0	--
Personal Injury	0	28	--	0	0	--
Property Damage	18	68	--	0	0	--
Total	18	88	--	35	210	--



Fatalities in Detachment Area

Incidents		July to September			Year to Date - September		
		2020	2021	% Change	2020	2021	% Change
Motor Vehicle Collision	Fatal Incidents	0	0	--	0	0	--
	Alcohol Related	0	0	--	0	0	--
Off-Road Vehicle	Fatal Incidents	0	0	--	0	0	--
	Alcohol Related	0	0	--	0	0	--
Motorized Snow Vehicle	Fatal Incidents	0	0	--	0	0	--
	Alcohol Related	0	0	--	0	0	--

Persons Killed	July to September			Year to Date - September		
	2020	2021	% Change	2020	2021	% Change
Motor Vehicle Collision	0	0	--	0	0	--
Off-Road Vehicle	0	0	--	0	0	--
Motorized Snow Vehicle	0	0	--	0	0	--

Detachment: 2C - DRYDEN

Location code(s): 2C11-IGNACE (Ignace (MI))

Data source date:

2021/11/14

Report Generated by:

Curtis, Benjamin

Report Generated on:

16-Nov-21 9:59:22 AM

PP-CSC-Operational Planning-4300



Calls For Service (CFS) Billing Summary Report

Ignace
January to September - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)	2021				2020			
	January to September	Year to Date	Time Standard	Year To Date Weighted Hours	January to September	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	30	30	16.0	480.0	21	21	16.0	336.0
Property Crime Violations	32	32	6.5	208.0	19	19	6.5	123.5
Other Criminal Code Violations (Excluding traffic)	23	23	7.8	179.4	11	11	7.8	85.8
Drug Possession	2	2	6.5	13.0	0	0		0.0
Drugs	2	2	45.9	91.8	0	0		0.0
Statutes & Acts	21	21	3.4	71.4	16	16	3.4	54.4
Operational	201	201	3.6	723.6	155	155	3.6	558.0
Operational2	26	26	1.3	33.8	21	21	1.3	27.3
Traffic	14	14	3.4	47.6	9	9	3.4	30.6
Total	351	351		1,848.6	252	252		1,215.6

Note to Detachment Commanders:

- The content of each report is to be shared by the Detachment Commander only with the municipality for which it was generated. The municipality may treat this as a public document and distribute it as they wish.
- All data is sourced from the Niche RMS application. Included are 'reported' occurrences (actuals and unfounded occurrences) for 'billable' occurrences ONLY. Data is refreshed on a weekly basis.
- The Traffic category includes motor vehicle collision (MVC) occurrences entered into Niche (UCR code 8521). MVCs are NOT sourced from the eCRS application for this report.
- Only the primary violation is counted within an occurrence.
- Time standards displayed are for the 2021 billing period.

Note to Municipalities:

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

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Representing the Districts of Kenora, Rainy River and Thunder Bay

P.O. Box 10308, Thunder Bay, ON P7B 6T8
www.noma.on.ca

p 807.683.6662 e admin@noma.on.ca

December 3, 2021

Resolution 2021-09: Support FONOM request for Municipal Land Transfer Tax as Revenue Tool

THAT the Northwestern Ontario Municipal Association does hereby support the Federation of Northern Ontario Municipalities' (FONOM's) resolution as attached requesting that the Association of Municipalities of Ontario lobby the Province of Ontario to grant Ontario municipalities the same municipal revenue tools as the City of Toronto, including a Municipal Land Transfer Tax, to be renamed Land Transfer Infrastructure Support;

BE IT RESOLVED THAT this resolution be forwarded to the Provincial Minister of Finance Peter Bethlenfalvy, the Leaders of the Provincial Opposition parties, the Ontario's Big City Mayors, ROMA, OSUM, and FONOM.

Moved By: Fred Mota

Seconded By: Kevin Kahoot

CARRIED

A handwritten signature in black ink, reading 'Wendy Landry'.

President

September 23, 2021

Minister Peter Bethlenfalvy
Ministry of Finance
7 Queen's Park Crescent, 7th floor
Toronto, Ontario M7A 1Y7
SENT BY EMAIL: peter.bethlenfalvy@pc.ola.org

Dear Minister Bethlenfalvy:

On behalf of the Board of the Federation of Northern Ontario Municipalities (FONOM), I would like to thank you for meeting with us during the AMO Conference. Someday soon, it will be nice to sit across the table from you.

FONOM's mission is to improve the quality of life for all Northeastern Ontario citizens and ensure the future of our youth. As the unified voice for the people of Northeastern Ontario municipalities. We believe that having access to new revenue tools will help us with our mission. As we do not think with the challenges on the horizon, our reliance on property tax is sustainable for communities in the Northeast.

Below is a Resolution passed at the most recent FONOM Board meeting, and we would ask you and your colleagues to consider our request in your Party's Campaign Platform.

FONOM is an association of some 110 districts/municipalities/cities/towns in northeastern Ontario mandated to work for the betterment of municipal government in Northern Ontario and to strive for improved legislation respecting local government in the north. It is a membership-based association that draws its members from northeastern Ontario and is governed by an 11-member board.

Sincerely,



Danny Whalen
President

Cc: Andrea Horwath
Steven Del Duca
Graydon Smith (AMO)
Wendy Landry (NOMA)
Lynn Dollin (OSUM)
Jeff Lehman (OBCM)

September 23, 2021

Whereas the Association of Municipalities of Ontario (AMO) estimates the annual province-wide municipal infrastructure deficit to be \$6 billion dollars;

And Whereas the City of Toronto Act, 2006 granted Toronto broader municipal revenue tools than the other 443 municipalities;

And Whereas the AMO has long lobbied for its members the right to access the same revenue tools permitted by the City of Toronto Act;

And Whereas one of the revenue tools the City of Toronto charges and collects is a Municipal Land Transfer Tax (MLTT) in parallel with the Province of Ontario for all property sales, except for first-time homebuyers;

And Whereas in 2020 the City of Toronto received \$800 million from the Municipal Land Transfer Tax; this offset represents 15% of their annual revenue (page 28 of the 2021 Budget) and this revenue tool would generate nearly \$2.68 billion dollars for the other Ontario Municipalities, which would help municipalities' growing infrastructure deficit;

And Whereas Federation of Northern Ontario Municipalities believes MLTT be renamed **Land Transfer Infrastructure Support (LTIS)**;

Therefore Be It Resolved that the Federation of Northern Ontario Municipalities ask the Association of Municipalities of Ontario (AMO) to lobby the Premier of Ontario to grant Ontario Municipalities the same Municipal Revenue Tools as the City of Toronto.

Further Be It Resolved that an electronic copy of this Resolution be shared with the Provincial Minister of Finance Peter Bethlenfalvy, the Leaders of the Provincial Oppositions, the Ontario's Big City Mayors, ROMA, OSUM, and NOMA

(1)

December 1, 2021

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

Sent via email: premier@ontario.ca

**Re: National Childcare Program
Our Files:**

Dear Premier Ford,

At its meeting held on November 15, 2021, St. Catharines City Council approved the following motion:

"WHEREAS the province of Ontario has the most expensive childcare in the country, presenting a financial hardship for many families and a barrier for women's full economic participation; and

WHEREAS the \$34 billion early learning and childcare spending commitment announced this year by the federal government will bring transformative change to childcare by lowering parent fees and expanding the supply of regulated not-for-profit and public childcare in this country; and

WHEREAS the federal government has already reached childcare agreements with BC, Nova Scotia, Manitoba, Saskatchewan, Yukon Territory, PEI, Newfoundland and Labrador and Quebec; and

WHEREAS the provisions of each agreement vary to some degree, but the majority of the jurisdictions have agreed to use the federal funds to:

- (a) lower parent fees by 50 per cent by the end of 2022 and to \$10 a day by 2025-26 or sooner;
- (b) improve the wages and working conditions of early childhood educators, and
- (c) publicly fund the expansion of not-profit and public childcare;

THEREFORE BE IT RESOLVED that the City of St. Catharines request that the provincial government take the necessary steps to work with the federal government on

a bilateral agreement to ensure the new national child care program be made available to Ontarians, and that it focuses on increased access, affordability, quality and responsiveness, all of which are essential to the COVID-19 pandemic response; and

BE IT FURTHER RESOLVED that staff actively monitor federal developments and engage in provincial and regional discussions; and

BE IT FURTHER RESOLVED that City Council request the City Clerk circulate Council's decision to other municipalities in Ontario, the Ontario Municipal Social Services Association and the Association of Municipalities of Ontario."

If you have any questions, please contact the Office of the City Clerk at extension 1524.



Bonnie Nistico-Dunk, City Clerk
Legal and Clerks Services, Office of the City Clerk
:mb

cc: Niagara Area MPPs
Ontario Municipal Social Services Association
Ontario Municipalities
Association of Municipalities of Ontario, amo@amo.on.ca



November 15, 2021

Honourable Caroline Mulroney
Minister of Transportation and Minister of Francophone Affairs
Ministry of Transportation of Ontario
caroline.mulroneyco@pc.ola.org

Dear Honourable Caroline Mulroney:

Re: Support of Resolution – Endorsing National Teen Driver Safety Week and Requesting the Ministry of Transportation to Review Measures Impacting Newly Licensed Drivers

At the Township of Alnwick/Haldimand's Regular Council Meeting held on November 4, 2021, Council received the resolution sent by the City of Vaughan on October 19, 2021 in regards to endorsing National Teen Driver Safety Week and requesting the Ministry of Transportation to review measures impacting newly licensed drivers. Council of the Township of Alnwick/ Haldimand supported and passed the following resolution:

Moved by Deputy Mayor Sherry Gibson, seconded by Councillor Jim Hogg;

"Whereas, correspondence from the City of Vaughan, RE: Resolution Endorsing National Teen Driver Safety Week and Requesting the Ministry of Transportation to Review Measures Impacting Newly Licensed Drivers has been received; and

Whereas, the Province of Ontario has legislative authority over driver licensing, highways, automobile insurance, and the enforcement and prosecution of the federal criminal law; and

Whereas, the Ontario Ministry of Transportation administers the Highway Traffic Act, R.S.O. 1990, c. H.8; and

Whereas, the Ontario Ministry of Transportation published the "Ontario Road Safety Annual Report 2018", being the most recent report issued, containing statistics that demonstrate that the percentage of young licensed drivers, ages 17 to 20, that were involved in vehicle collisions is higher than any other age group; and

Whereas, the Canadian Council of Motor Transport Administrators published "Canada's Road Safety Strategy 2025" and identifies drivers that are either under the age of 25 or have less than two years of driving experience as a 'risk group' based on several contributing factors, some including distracted driving, impaired driving, speeding, passive safety, and road infrastructure; and

Whereas, the Council of the Township of Alnwick/Haldimand wishes to see change effected to Ontario's driving laws under the Highway Traffic Act, R.S.O. 1990, c. H.8, with respect to newly licensed drivers;

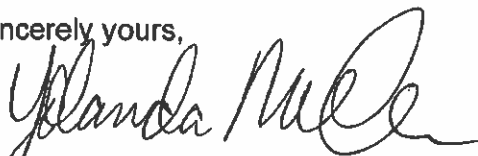
Now Therefore Be It Resolved That, Council of the Township of Alnwick/Haldimand support the correspondence regarding this issue; and

Further That Council direct staff to forward a copy of this resolution to the City of Vaughan, the Ministry of Transportation, the Honourable Doug Ford, Premier of Ontario, the Ontario Provincial Police, the Northumberland Police Services Board and all municipalities in Ontario.

CARRIED.

Thank you for your consideration in this matter.

Sincerely yours,



Yolanda Melburn, Deputy Clerk
Township of Alnwick/Haldimand
905-349-2822 ext. 32
ymelburn@ahdtp.ca

Cc: Todd Coles, City Clerk, City of Vaughan (clerks@vaughan.ca)
Honourable Doug Ford, Premier of Ontario (premier@ontario.ca)
OPP (Lincoln M. Alexander Bldg., 777 Memorial Ave., Orillia, ON L3V 7V3)
Northumberland Police Services Board
All municipalities of Ontario

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 27, 2021

Item 32, Report No.39, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on September 27, 2021.

32. ENDORISING NATIONAL TEEN DRIVER SAFETY WEEK AND REQUESTING THE MINISTRY OF TRANSPORTATION TO REVIEW MEASURES IMPACTING NEWLY LICENSED DRIVERS

The Committee of the Whole recommends approval of the recommendations contained in the resolution of Councillor Yeung Racco and Regional Councillor Rosati dated September 14, 2021.

Member's Resolution

Submitted by Councillor Yeung Racco and Regional Councillor Rosati

Whereas, City of Vaughan Council is concerned about the continued occurrence of serious motor vehicle collisions involving newly licensed drivers and drivers under the age of 18; and

Whereas, a shocking and tragic collision involving a 16-year old driver occurred on May 16th, 2021 on Athabasca Avenue in the City of Vaughan, resulting in the fatality of two young children; and

Whereas, City of Vaughan Council deferred the Resolution titled "Raising the Legal Age for a Licensed Driver from 16 to 18" on June 1, 2021 to a September Committee of the Whole meeting for further review and research; and

Whereas, the Province of Ontario has legislative authority over driver licensing, highways, automobile insurance, and the enforcement and prosecution of the federal criminal law; and

Whereas, the Ontario Ministry of Transportation administers the Highway Traffic Act, R.S.O. 1990, c. H.8; and

Whereas, the Ontario Ministry of Transportation published the "Ontario Road Safety Annual Report 2018", being the most recent report issued, containing statistics that demonstrate that the percentage of young, licensed drivers, ages 17 to 20, that were involved in vehicle collisions is higher than any other age group; and

Whereas, York Region published "2020 Traveller Safety Report" which provided that, based on collision data from the York Regional Police motor vehicle accident reports, drivers below the age of 25 have a higher at-fault collision rate and higher fatality rate in collisions than any other age group; and

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 27, 2021

Item 32, CW Report 39 – Page 2

Whereas, the Canadian Council of Motor Transport Administrators published “Canada’s Road Safety Strategy 2025” and identifies drivers that are either under the age of 25 or have less than two years of driving experience as a ‘risk group’ based on several contributing factors, some including distracted driving, impaired driving, speeding, passive safety, and road infrastructure; and

Whereas, City of Vaughan Council wishes to see change effected to Ontario’s driving laws under the Highway Traffic Act, R.S.O. 1990, c. H.8, with respect to newly licensed drivers; and

Whereas, Parachute, a Canadian charity, has launched a national awareness campaign to help educate Canadians on road safety and increase awareness on preventing serious and fatal injuries caused by motor vehicle accidents; and

Whereas, National Teen Driver Safety Week, hosted by Parachute and supported by many other Canadian jurisdictions, is a week dedicated to educating the youth about road safety and raise awareness of risks associated with driving to help prevent youth fatalities on the road across Canada.

It is therefore recommended:

1. That City of Vaughan Council request for the Ministry of Transportation of Ontario to undertake a review of the Highway Traffic Act, R.S.O. 1990, c. H.8 with respect to measures impacting newly licensed drivers, such as implementing additional training and penalty provisions, to achieve greater education, and awareness of road safety and increase accountability and responsibility of new and young drivers through the legislative framework; and
2. That City of Vaughan Council unanimously endorse National Teen Driver Safety Week, to be held October 17 to 23, 2021; and
3. That the City Clerk forward a copy of this resolution to the Premier, the Minister of Transportation, the Minister of Municipal Affairs and Housing, all municipalities in Ontario, the York Regional Police, the Ontario Safety League, the Ontario Association of Chiefs of Police, and Parachute.

MEMBER'S RESOLUTION

Committee of the Whole (1) Report

DATE: Tuesday, September 14, 2021

**TITLE: ENDORSING NATIONAL TEEN DRIVER SAFETY WEEK AND
REQUESTING THE MINISTRY OF TRANSPORTATION TO
REVIEW MEASURES IMPACTING NEWLY LICENSED DRIVERS**

FROM:

Councillor Sandra Yeung Racco
Regional Councillor Gino Rosati

Whereas, City of Vaughan Council is concerned about the continued occurrence of serious motor vehicle collisions involving newly licensed drivers and drivers under the age of 18; and

Whereas, a shocking and tragic collision involving a 16-year old driver occurred on May 16, 2021 on Athabasca Avenue in the City of Vaughan, resulting in the fatality of two young children; and

Whereas, City of Vaughan Council deferred the Resolution titled "Raising the Legal Age for a Licensed Driver from 16 to 18" on June 1, 2021 to a September Committee of the Whole meeting for further review and research; and

Whereas, the Province of Ontario has legislative authority over driver licensing, highways, automobile insurance, and the enforcement and prosecution of the federal criminal law; and

Whereas, the Ontario Ministry of Transportation administers the *Highway Traffic Act*, R.S.O. 1990, c. H.8; and

Whereas, the Ontario Ministry of Transportation published the "Ontario Road Safety Annual Report 2018", being the most recent report issued, containing statistics that

demonstrate that the percentage of young, licensed drivers, aged 17 to 20, that were involved in vehicle collisions is higher than any other age group; and

Whereas, York Region published "2020 Traveller Safety Report" which provided that, based on collision data from the York Regional Police motor vehicle accident reports, drivers below the age of 25 have a higher at-fault collision rate and higher fatality rate in collisions than any other age group; and

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Whereas, City of Vaughan Council wishes to see change effected to Ontario's driving laws under the *Highway Traffic Act*, R.S.O. 1990, c. H.8, with respect to newly licensed drivers; and

Whereas, Parachute, a Canadian charity, has launched a national awareness campaign to help educate Canadians on road safety and increase awareness on preventing serious and fatal injuries caused by motor vehicle accidents; and

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It is therefore recommended:

1. That City of Vaughan Council request the Ministry of Transportation of Ontario to undertake a review of the *Highway Traffic Act*, R.S.O. 1990, c. H.8 with respect to measures impacting newly licensed drivers, such as implementing additional training and penalty provisions, to achieve greater education, and awareness of road safety and increased accountability and responsibility of new and young drivers through the legislative framework; and
2. That City of Vaughan Council unanimously endorse National Teen Driver Safety Week, to be held October 17 to 23, 2021; and
3. That the City Clerk forward a copy of this resolution to the Premier, the Minister of Transportation, the Minister of Municipal Affairs and Housing, all municipalities in Ontario, York Regional Police, Ontario Safety League, Ontario Association of Chiefs of Police, and Parachute.



December 15, 2021

The Honorable Doug Ford
Premier of Ontario
Premier's Office
Room 281, Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Dear Premier Ford:

RE: Province-Wide Assessment Update

The Council of the Corporation of Tay Valley Township at its Council meeting on December 14th, 2021 adopted the following resolution:

RESOLUTION #C-2021-12-20

"WHEREAS, the government of Ontario recently announced the continued postponement of the province-wide assessment update for the 2022 and 2023 taxation years;

AND WHEREAS, this means that property values will continue to be based on the January 1, 2016 valuation date until at least 2024;

AND WHEREAS, the Municipality of Tay Valley Township is aware of the important increase in property values throughout the province and within its own jurisdiction;

AND WHEREAS, the continued postponement of property valuation translates into a significant loss of taxation revenue for Municipalities;

NOW THEREFORE BE IT RESOLVED THAT, the Council of Tay Valley Township urges the government of Ontario to reconsider its decision and to direct MPAC to proceed with a province-wide assessment update in order for Ontario Municipalities to be able to collect property taxes based upon actual property values;

AND BE IT FURTHER RESOLVED THAT, a copy of this resolution be forwarded to the Premier of Ontario, Scott Reid, MP, Randy Hillier, MPP, MPAC, AMO and to all Ontario municipalities.”

If you require any further information, please do not hesitate to contact the undersigned at (613) 267-5353 ext. 130 or clerk@tayvalleytwp.ca.

Sincerely,



Amanda Mabo, Acting CAO/Clerk

cc: Scott Reid, MP, Lanark – Frontenac – Kingston
Randy Hillier, MPP, Lanark – Frontenac - Kingston
Municipal Property Assessment Corporation (MPAC)
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities

December 22, 2021

VIA EMAIL

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

Dear Honourable Doug Ford,

Re: Motion Against Quebec's Bill 21

At its Regular Meeting of Council held on December 21st, 2021, the Town of Bradford West Gwillimbury Council approved the following resolution regarding the Province of Quebec's Bill 21.

Resolution 2021-424 Scott/Sandhu

WHEREAS Quebec's Bill 21 unfairly discriminates against public-sector workers by directly infringing on their freedom of religion and freedom of expression rights as enshrined into law by the Canadian Charter of Rights and Freedoms;

WHEREAS Bradford West Gwillimbury is a growing community that is proud of its diversity and diligently working to tear down barriers, advance anti-racism work and foster an inclusive community;

WHEREAS municipalities across Ontario are passing motions condemning Bill 21;

AND WHEREAS the Ontario Legislature unanimously passed a motion in 2019 stating: "Ontario and its government shall oppose any law that would seek to restrict or limit the religious freedoms of our citizens; and, that Ontario's Legislature affirms that we value our diversity and assert that we shall promote and protect free expression and the rights of religious minorities, consistent with the Charter of Rights and Freedoms";

THEREFORE BE IT RESOLVED that the Town of Bradford West Gwillimbury Council declares its opposition to Bill 21 and supports efforts to see this discriminatory law overturned; and

THAT a copy of this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Francois Legault, Premier of Quebec, the Honourable Caroline Mulroney, MPP York-Simcoe, Scot Davidson, MP York-Simcoe, the Association of Municipalities of Ontario, and all other municipalities in Ontario.
CARRIED.

Thank you for your consideration of this request.

Regards,



Tara Reynolds
Deputy Clerk, Town of Bradford West Gwillimbury
(905) 775-5366 Ext 1104
treynolds@townofbwg.com

CC: Hon. Francois Legault, Premier of Quebec
Hon. Caroline Mulroney, MPP York-Simcoe
Scot Davidson, MP York-Simcoe
The Association of Municipalities of Ontario
All Municipalities in Ontario

The Corporation of the Township of Ignace

Staff Report

To: Council

From: Christy McIntomney, Treasurer

Meeting Date: January 17, 2022

Subject: 2022 Temporary Borrowing By-Law Municipal - CIBC

RECOMMENDATION:

THAT Council authorizes the passing of By-law No.02 -22, Being a By-law to Authorize the Temporary Borrowing of Monies to Meet the Current Expenditures of The Corporation of the Township of Ignace.

BACKGROUND:

To authorize the Township to utilize temporary borrowing of monies in order to meet operational expenditures, should the need arise. Each year Council must authorize current expenditure borrowing, by By-law, in order for the Municipality to be able to temporarily borrow funds, to ensure that there is an adequate level of cash flow to fund current operations until the revenue from taxes is collected.

DISCUSSION:

Attached is the Temporary Borrowing By-law. The bank requires that a current year By-law be passed. The Bank uses this By-law as authorization for its lending to the Township.

The By-law authorizes the Bank to allow the Municipality to have a \$50,000 overdraft on its current account that can be utilized on an as-needed basis.

RELATIONSHIP TO STRATEGIC PLAN:

N/A – This is a routine administrative matter which is directly related to Council's Strategic Plan.

FINANCIAL IMPLICATIONS:

The passing of this By-law ensures that the Municipality has adequate cash flow to fund its current operations in between tax due dates. This temporary borrowing authorizes \$50,000 line of credit with the CIBC.

A handwritten signature in dark ink, appearing to be 'C. McIntomney', with a stylized, flowing script.

Christy McIntomney, Dipl. M.M.

Treasurer

THE CORPORATION OF THE TOWNSHIP OF IGNACE

BY-LAW #02.2022

A By-Law Respecting The Borrowing Of Money To Meet Current Expenditures.

WHEREAS In accordance with Section 407 (1) of the Ontario Municipal Act S.O. 2001, c.25 (the "Act"), the Council of the Township of Ignace considers it necessary to borrow the amount of \$50,000.00 to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the year;

AND WHEREAS Pursuant to subsection 407(2) of the Act, the total amount borrowed pursuant to this By-Law together with the total of any similar borrowings is not to exceed the limits set forth in that subsection or other relevant sections of the Act and if so required under subsection 407(2), the Township of Ignace shall have obtained the approval of the Ontario Municipal Board;

NOW THEREFORE BE IT RESOLVED the Council of the Corporation of the Township of Ignace enact as follows:

1. The Mayor and the Clerk are authorized on behalf of the municipality to borrow from time to time from **Canadian Imperial Bank of Commerce**, a sum or sums not exceeding in the aggregate \$ 50,000.00 to meet, until taxes are collected, the current expenditures of the Township of Ignace for the year pursuant to subsection 407(1) of the Act, and to execute any documents that are required in connection with the borrowing of the above sum, plus interest, at a rate to be agreed upon from time to time with CIBC, in addition to any reasonable charges of CIBC associated with this borrowing.
2. All sums borrowed pursuant to this by-law, as well as all other sums borrowed pursuant to the Act in this year and in previous years from CIBC for any purpose will, with interest thereon, be a charge upon the whole of the revenues of the Municipality for the current year and for all preceding years as and when this revenue is received.
3. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received on account in respect of taxes levied for the current year and preceding years or from any other source which may lawfully be applied for this purpose.
4. The Treasurer is authorized to furnish the Canadian Imperial Bank of Commerce a statement showing the nature and amount of the

estimated revenues of the Municipality not yet collected and also showing the total of any amounts borrowed that have not been repaid.

5. That this By-law shall rescind By-Law #02/2021 and shall come into force and take effect upon the third and final reading thereof.

READ A FIRST AND SECOND TIME THIS 17TH DAY OF JANUARY 2022.

READ A THIRD TIME AND FINALLY PASSED THIS 17TH DAY OF JANUARY 2022.

Penny Lucas, Mayor

Lynda Colby, Clerk

The Corporation of the Township of Ignace

Staff Report

To: Council

From: Christy McIntomney, Treasurer

Meeting Date: January 17, 2022

Subject: 2022 Interim Tax Levy

RECOMMENDATION:

THAT Council authorizes the passing of By-law No. 03 -22, Being a By-law to Provide for the 2022 Interim Tax Levy and Late Payment Charges; and

THAT Council approves the 2022 interim Tax Levy to be due in two installments with due dates to be the last working day in March and last working day in April, 2022.

BACKGROUND:

The Municipal Act, 2001 (the Act) provides for a municipality to levy on all applicable properties, an interim tax levy prior to the adoption of the final budget for each tax year. The maximum allowable levy is 50% of the prior year's adjusted taxes.

DISCUSSION:

In order to ensure that the Township has adequate cash flow, staff recommends that the due dates for the interim tax levy be the last working date of March and last working date in April 2022.

RELATIONSHIP TO STRATEGIC PLAN:

N/A – This is a routine administrative matter which is directly related to Council's Strategic Plan.

FINANCIAL IMPLICATIONS:

The passing of this By-law will allow the Finance Department to send out and collect interim taxes which will reduce the costs of temporary borrowing of funds to meet operational expenditures.

A handwritten signature in dark ink, appearing to be 'C. McIntomney', written in a cursive style.

Christy McIntomney, Dipl. M.M.
Treasurer

THE CORPORATION OF THE TOWNSHIP OF IGNACE

By-Law No. 03.2022

Being A By-Law To Provide For An Interim Tax Levy, The Payment Of Taxes And To Provide For Charging Of Penalty And Interest At The Rate Of One And One Quarter Percent Per Month.

WHEREAS the Ontario Municipal Act, S.O. 2001, c. 25, Section 317 provides that the Council of a local municipality may, in 2022, before the adoption of the estimates for the year, pass a by-law to levy on the whole of the assessment for real property according to the last revised assessment roll, a sum not to exceed that which would be produced by applying the prescribed percentage of fifty percent (50%) of the total 2021 tax rate to residential/farm assessment, farmland, managed forests or conservation lands; and,

WHEREAS the Ontario Municipal Act, S.O. 2001, c.25, Sections 317 (1), (2) and (3), and pursuant to Section 370 of the Municipal Act, S.O. 2001, provides that the Council of a local municipality may, in 2022, before the adoption of the estimates for the year, pass a by-law to levy on the whole of the assessment for real property according to the last revised assessment roll, a sum not to exceed that which would be produced by applying the prescribed percentage of fifty percent (50%) of the total 2021 tax rate to multi-residential, commercial and industrial assessment and the assessment that relates to pipelines, railways, hydro corridors, airports, and other such unique properties; and,

WHEREAS the Ontario Municipal Act, S.O. 2001 c. 25, Section 346 (1) and (2), provides that the council may by by-law require the payment of taxes to be made into the office of the treasurer or collector by any day or days to be named therein, in bulk or by installments; and,

WHEREAS the Ontario Municipal Act, S.O. 2001, c. 25, Section 345 (1) provides that the Council may by by-law impose a percentage charge as a penalty for non-payment of taxes or any class or installment thereof not exceeding one and one quarter percent (1.25%) on the first day of default and on the first day of each calendar month thereafter in which default continues, but not after the end of the year in which the taxes are levied; and,

WHEREAS the Ontario Municipal Act, S.O. 2001, c. 25, Section 345 (2) provides that the council of every local municipality may impose interest on unpaid taxes of any previous years at the rate of one and one quarter percent (1.25%) per month; and,

WHEREAS the Council of the Corporation of the Township of Ignace deems it necessary and expedient to pass a by-law to authorize an interim tax levy;

NOW THEREFORE the Council of the Corporation of the Township of Ignace enacts as follows:

Interim Tax Levy:

1. An interim Tax Rate of **1.239010** is hereby imposed and levied on the whole of the assessment for real property in the **residential/farm class** in the Township of Ignace according to the last revised assessment roll.
2. An interim Tax Rate of **2.086121** is hereby imposed and levied on the whole of the assessment for real property in the **multi-residential class** in the Township of Ignace according to the last revised assessment roll.
3. An interim Tax Rate of **1.827044** is hereby imposed and levied on the whole of the assessment for real property in the **commercial class** in the Township of Ignace according to the last revised assessment roll.
4. An interim Tax Rate of **1.278931** is hereby imposed and levied on the whole of the assessment for real property in the **commercial vacant unit/excess land and vacant land class** in the Township of Ignace according to the last revised assessment roll.
5. An interim Tax Rate of **1.325121** is hereby imposed and levied on the whole of the assessment for real property in the **industrial class** in the Township of Ignace according to the last revised assessment roll.
6. An interim Tax Rate of **0.861329** is hereby imposed and levied on the whole of the assessment for real property in the **industrial vacant unit/excess land and vacant land class** in the Township of Ignace according to the last revised assessment roll.
7. An interim Tax Rate of **1.364026** is hereby imposed and levied on the whole of the assessment for real property in the **pipeline property class** in the Township of Ignace according to the last revised assessment roll.

8. An interim Tax Rate of **1.278931** is hereby imposed and levied on the whole of the assessment for real property in the **parking lot class** in the Township of Ignace according to the last revised assessment roll.
9. An interim Tax Rate of **0.302982** is hereby imposed and levied on the whole of the assessment for real property in the **farmland property class** in the Township of Ignace according to the last revised assessment roll.
10. An interim Tax Rate of **0.309753** is hereby imposed and levied on the whole of the assessment for real property in the **managed forest property class** in the Township of Ignace according to the last revised assessment roll.

Payment Date

The said 50% of the interim tax levy shall become due and payable on the **31st day of March 2022** for the first payment of the 50% of the interim levy, and, the **29th day of April 2022** for the balance of the interim levy, a penalty of fifteen percent (15%) per annum shall be added and thereafter a penalty of one and one quarter percent (1.25%) per month will be added on the day of each and every month the default continues, until December 31st, 2022.

On all taxes of the interim tax levy in default on January 1st, 2022, interest will be added at the rate of one and one quarter percent (1.25%) per month for each month or fraction thereof of default.

On all other taxes in default on January 1st, 2022, interest shall be added at the rate of one and on quarter percent (1.25%) per month or fraction thereof, and all by-laws and part of by-laws inconsistent with this policy are hereby rescinded.

Penalties and interest added on all taxes of the interim tax levy in default shall become due and payable and shall be collected forthwith as if the same had originally been imposed and formed part of such unpaid interim tax levy.

General Provisions:

That the Tax Collector is hereby authorized to mail or cause to be mailed the notices of the taxes due to the address of the residence or place of business of the person to whom such notice is required to be given.

That the Tax Collector and Treasurer are hereby authorized and empowered to accept part payment from time to time on account of any taxes due.

That this By-Law shall come into force and take effect upon the third and final reading thereof.

READ A FIRST AND SECOND TIME THIS 17TH DAY OF JANUARY 2022.

READ A THIRD TIME AND FINALLY PASSED THIS 17TH DAY OF JANUARY 2022.

Penny Lucas, Mayor

Lynda Colby, Clerk