



The Corporation of the Township of Billings

Council Meeting Agenda

April 2, 2024 7:00 p.m.

Kagawong Park Centre

Council

Bryan Barker, Mayor

David Hillyard, Deputy Mayor

Ian Anderson, Councillor

Vince Grogan, Councillor

Michael Hunt, Councillor

Staff

Emily Dance, CAO/Clerk

Tiana Mills, Deputy Clerk

Arthur Moran, By-Law Enforcement/Health & Safety/ Emergency Management

Martin Connell, Volunteer Fire Chief

1. Call to Order

Mayor Bryan Barker to call the meeting to order.

2. Approval of Agenda

2.1. Confirm approval of the agenda.

3. Disclosure of Pecuniary Interest

4. Delegation – Moray Watson

Moray Watson: 2024 Draft Budget – Errors, Omissions and Deficiencies with Respect to the Water System

5. Adoption of Minutes

Motion to adopt the minutes of the following meetings of Council:

5.1. Town Hall Meeting – March 19th, 2024

5.2. Regular Council Meeting – March 19th, 2024

6. Committee Reports

6.1. Members of Council are provided with an opportunity to report on Committee and Board meetings.

6.1.1. Community Policing Advisory Committee (CPAC): March 13, 2024

6.1.2. Western Manitoulin Community Network Meeting: March 25, 2024

7. Staff Reports

7.1. FIR-2024-04-01 Fire Department Status Report

7.2. EM-2024-04-01 Quarterly Emergency Management Report

7.3. CAO-2024-04-02 Strategic Plan (3)

7.4. CAO-2024-04-03 2024 Summer Students

8. Correspondence Requiring Direction

8.1. Manitoulin Island Cycling Advocates (MICA) – Letter of Acknowledgement Request

MICA is requesting a letter of acknowledgement from the Township of Billings regarding their 12th annual Manitoulin Passage Ride.

Staff recommends support of this event.

9. Information

9.1. Save the Date: Northern Housing Forum

9.2. Save the Date: Provincial Day of Action on Litter

9.3. Proportions of Enrollment, Education Act and Table

9.4. County of Renfrew Water and Wastewater Support

9.5. New Provincial Municipal Fiscal Framework

9.6. Public Health Sudbury & Districts Merger Update

9.7. Municipality of Wawa: Support for Bill C-310 Amendments to the Income Tax Act

9.8. Public Health Sudbury & Districts Student Immunization Record Assessment Activities

9.9. Jim Cahill: Letter to Council

9.10. The Township of Greater Madawaska: Cemetery Transfer/Abandonment
Administration & management Support

9.11. Municipality of Wawa: Support Tax Credit for Volunteer Firefighters

9.12. City of Clarence-Rockland: Support Suicide and Crisis Hotline

9.13. Ontario Clean Water Agency: 2023 Annual and Summary Report for the
Kagawong Water System

10. Accounts For Payment

10.1. Accounts for Payment – March 20th, 2024

11. By-Laws and Agreements

11.1. By-Law No. 2024-24 Adopt Strategic Plan

11.2. By-Law No. 2024-25 Open Air Burning

12. Notice of Motions

13. Closed Session

13.1. THAT the Township of Billings Council hereby moves into Closed Session pursuant to [s. 239(2)(b)] Personal matters about an identifiable individual (2) – Library Board members; and pursuant to [s. 239(2)(d)] Labour relations or employee negotiations CAO/Clerk recruitment AND FURTHER returns to open session upon completion.

14. Confirmatory By-Law

14.1. By-Law No. 2024-26 Being the April 2nd, 2024 Confirmatory By-Law

15. Adjournment

15.1. Motion to Adjourn



Document Accessibility

The Township of Billings is committed to providing information in the format that meets your needs. We have made every attempt to make documents for this meeting accessible but there may still be difficulty in recognizing all the information. Please contact us if you require assistance and we will make every attempt to provide this information in an alternative format.

Please note that third party documents received and found within this document will not be converted to an accessible format by the Township of Billings. However, upon request, we will attempt to obtain these documents in an appropriate accessible format from the third party.

For assistance or to make a request please call (705) 282-2611 or email tmills@billingstwp.ca



Delegation Request Form

The Clerk of the Township of Billings reserves the right to refuse or defer any delegation at any time. Delegations appear strictly for information purposes only. Any discussion or decision will be at the discretion of Council. Material provided will be uploaded to the public agenda subject to rules of procedure.

Request for Delegation (please print)

☒ on my own behalf; or

☐ on behalf of a group / organization / association, if so please state name of group/ organization / association below.

Name(s) of Group/ Organization / Association: _____

Name(s) of Speaker(s) (Maximum 2): MORAY WATSON

Subject / Title of Presentation: 2024 DRAFT BUDGET - ERRORS, OMISSIONS AND DEFICIENCIES WITH RESPECT TO THE WATER SYSTEM

Please describe below, the subject matter of the delegation

ADDRESS THE DEFICIENCIES IN THE 2024 DRAFT BUDGET VIS A VIS THE FINANCIAL MANAGEMENT OF THE WATER SYSTEM.

Equipment Required (projector, screen, laptop): _____

Contact Information (will not be posted publically):

Address: 127 HIDEAWAY ROAD, KAGAWONG

Telephone: 519-281-9492 Email: mowatson@quadro.net

Signature: [Signature] FEB 28/2024

OFFICE USE ONLY

Delegation Date: April 2, 2024 Time: 7pm Duration: 10 mins

Completed and signed requests and all presentation documentation must be delivered to the Clerk by 4:00 p.m. on the Wednesday preceding the meeting of Council for which your delegation is scheduled. Delegations will be confirmed by the Clerk by email.

In accordance with the Municipal Freedom of Information and Privacy Act, personal information is collected under the authority of the Municipal Act, 2001 and will only be used for the purpose of reviewing delegation requests. Questions about the collection of the personal information may be addressed to the Deputy Clerk at the Township of Billings, 15 Old Mill Road, Kagawong ON (705) 282-2611 tmills@billingsstp.ca



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Request for Delegation (please print)

- ☒ on my own behalf; or
☐ on behalf of a group / organization / association, if so please state name of group/ organization / association below.

Name(s) of Group/ Organization / Association: _____

Name(s) of Speaker(s) (Maximum 2): MORAY WATSON

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Address: 127 HIDEAWAY ROAD, KAGAWONG

Telephone: 519-281-9492 Email: mowatson@quadro.net

Signature: [Signature] FEB 28/2024

OFFICE USE ONLY

Delegation Date: _____ Time: _____ Duration: _____

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Moray Watson
Delegation to Billings Township Council meeting
March 5, 2024

Subject: 2024 Draft Budget
Errors, Omissions and Deficiencies with respect to Water System finances

1. Water System Financial Plan 2021-2027 (WSFP)

- makes commitments during the license period to transfer annual operating surpluses of the water system to a separate water capital bank account (WCBA) in order to provide funding for anticipated capital costs of maintaining water system infrastructure.
 - . those commitments are not optional; they are obligations
 - . surpluses are not a bug; they are a planned for feature
- the WSFP is the foundational policy document which informs Council and water users as to how the water system is expected to operate and to self-finance.
- the forecasts and projections in the WSFP are prepared to demonstrate to the government that the financial plan is feasible
- the actual results from operations need to be calculated annually so that the surpluses can be properly transferred to the WCBA
- the Township's audited financial statements should be disclosing both capital reserves and segmented operating results for the water system (Exhibits A, B, C)
- Council and Staff are not fulfilling the Township's commitments under the WSFP, Citizens have provided Council with a roadmap to put things back on track.

2. The Annual Budget Process and the Water System

- a separate departmental budget should be prepared for the water system, projecting revenues, expenses and expected surplus for the year
 - this was the process followed most recently in the 2018 budget, but

subsequently abandoned (Exhibit D)

- a separate departmental capital budget should be prepared for the water system, along with a reconciliation of its capital reserves and expected drawings against those reserves for funding of current capital expenditures
- the WSFP forecasts and projections should be updated during the budget so that there is always a five year forward looking plan in place.
- the above budget documents should be used by Council to determine whether current water rates are sufficient for maintaining water system liquidity with adequate reserves.
- the above documents are not difficult to prepare, and citizens have already put in the work to compile versions that could be used immediately by Council as part of the current budget process

3. Specific Errors in the Draft Budget pertaining to Water System

- capital funding sources and capital expenditures (Exhibits E, F)
 - . using water system reserves to Old Mill Road waterline project holdbacks of \$38,000 only makes sense if Bylaw 2024-04 is rescinded; otherwise water users will be effectively be paying funding the holdbacks twice.
 - . the rink waterline is not water infrastructure; it is being installed *on* a water user's property, not *to* a water user's property
 - . the firehall carryforward from 2023 of \$23,000 has no relationship to the water system
 - . how does Township now justify using water system reserves to be applied to 2024 capital costs when it has done no work to determine what those reserves are?
- revenue sources (Exhibits G, H)
 - . errors in calculating budgeted water rate revenue; proposed rate increase does not generate budgeted revenue
 - . water system revenues, investment income on WCBA and water user interest charges with general operating income should be captured in a

separate water system budget, and not co-mingled or consolidated with general operations.

- . 2023 actual numbers for WCBA interest and water user interest charges broken out on exhibit
- . not apparent what assumptions being made that would result in interest earned on all bank accounts increasing in 2024 by ~\$88,000 over that earned in 2023?
- expenses
 - . no detail in budget to be able to determine projected operating expenses of the water system for 2024
 - . water system expenses need to be de-consolidated from the general budget and moved to separate water system budget

4. Impact on General Budget

- per the citizenship reconciliation water system reserves as at Dec 31, 2023 should be \$568 K and not the \$5,746 currently reserved by the Township; accordingly general reserves are \$562 K less than what the Treasurer assumed they are when she addressed Council at the draft budget meeting of Feb 27, 2024
- as per discussion at the Feb 27 meeting, \$425 K of the capital budget is to be funded by loans because in the Treasurer's opinion it is not prudent to use more of the general reserves to fund the capital budget; since the general reserves are \$562 K less than what the Treasurer assumes they are, those loans will have to be increased to \$987 K
- surpluses from operation of the water system are not to be used to fund general operations; what impact does this have on the required revenues to be raised via taxation?

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Notes to the Consolidated Financial Statements

December 31, 2022

9. NET ASSETS

The balance on the Consolidated Statement of Financial Position of net assets at the end of the year is comprised of the following:

	ADJUSTED PER CITIZEN RECONCILIATION	2022	2021
		\$	\$
To be used:			
- for the general decrease in taxation and user charges	1,040,922	1,535,180	1,257,250
- for the recovery from taxation and user charges for the repayment of long-term debt, land fill liability, contaminated site remediation	459,868	459,868	442,153
- for the general operations of joint and local boards	57,044	57,044	66,339
- for reserves and reserve funds	1,756,518	1,262,260	1,539,450
	3,314,352	3,314,352	3,305,192

10. NON-FINANCIAL ASSETS

Tangible capital assets and other non-financial assets are accounted for as assets by the Township because they can be used to provide services to residents and ratepayers of the Township in future periods. These assets do not normally provide resources to discharge the liabilities of the Township unless they are sold.

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Schedule of Continuity of Reserves and Reserve Funds

Year ended December 31, 2022

	Total	Working	Asset	Fire	Roads	Water Works	CBO
	\$	Fund	Management	Department	\$	System	Training
		\$	\$	\$	\$	\$	\$
RESERVES							
Balance, beginning of year	1,367,348	1,186,246	54,000	9,617	111,139	5,746	600
Appropriations from (to)							
- current operations	(227,190)	(227,190)	-	-	-	-	-
Balance, end of year	1,140,158	959,056	54,000	9,617	111,139	5,746	600
RESERVE FUNDS							
Balance, beginning of year	172,102	-	-	-	-	-	-
Appropriations from (to)							
- current operations	(50,000)	-	-	-	-	-	-
Balance, end of year	122,102	-	-	-	-	-	-

Total Reserves and Reserve Funds 1,262,260

ADJUSTMENT PER
CITIZEN RECONCILIATION

494,258

494,258

1,756,518

500,004

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Notes to the Consolidated Financial Statements

December 31, 2022

14. SEGMENTED DISCLOSURE (continued)

	General Government \$	Protection Services \$	Transportation Services \$	Environmental Services \$	Health and Social Services \$	Recreation and Cultural Services \$	Planning and Development \$	2022 Total \$	2021 Total \$
Revenues									
Taxation	2,019,428	-	-	-	-	-	-	2,019,428	1,927,074
Grants	656,384	-	23,744	92,053	443,507	239,769	2,918	1,458,375	4,769,955
User fees and service charges	1,630	-	905	265,955	159,347	88,322	18,240	534,399	514,121
Other	245,024	22,483	-	2,496	4,906	35,586	522	311,017	(119,691)
	2,922,466	22,483	24,649	360,504	607,760	363,677	21,680	4,323,219	7,091,459
Expenditures									
Salaries, wages and benefits	393,134	52,929	233,419	40,580	-	75,475	-	795,537	724,766
Purchase of goods and materials	250,079	48,199	214,058	190,278	651,218	119,601	27,219	1,500,652	1,301,285
Contracts and services	97,382	251,598	-	118,848	-	-	-	467,828	465,634
Interest on long-term debt	-	-	-	-	-	-	-	-	1,000
Amortization	18,280	20,891	347,791	172,907	-	163,176	99	723,144	549,442
Financial expenses	9,573	-	-	-	-	-	-	9,573	26,288
Other transfers	-	-	-	-	394,240	-	-	394,240	423,517
	768,448	373,617	795,268	522,613	1,045,458	358,252	27,318	3,890,974	3,491,932
Excess (deficiency) of revenues over expenditures	2,154,018	(351,134)	(770,619)	(162,109)	(437,698)	5,425	(5,638)	432,245	3,599,527

Township of Billings 2018 BUDGET FINAL

From: January 1, 2017 To: December 31, 2017	Budget 2017	Water Actual 2017	Budget 2018
Water Usage	231,625	234,905	238,966
Water Hookup/Turn Off/On	400	300	300
Water Misc. & Bulk Water	1,200	2,970	2,000
Water Capital Payment Billed	-	7	
Water Capital Budget Balancing			315,000
Water Usage Revenue	233,225	238,182	556,266
Gen. Bank Interest Revenue	1,400	2,214	2,100
Investment Income	1,400	2,214	2,100
Interest - Water Levy Revenue	4,000	4,986	4,900
Water- Capital interest	3,000	1,249	-
Penalties & Interest Revenue	7,000	6,235	4,900
Total Revenue	241,625	246,630	563,266
Expense			
Supplies	2,000	(43)	
Hydro	35,000	27,847	28,500
Water	1,294	1,294	1,313
Telephone & Internet	1,800	1,460	1,450
Contracts	114,770	114,768	107,908
Insurance	1,500	1,034	1,035
Health & Safety	-	-	
Maintenance & Repairs	45,000	4,290	335,000
Materials & Services	201,364	150,748	475,206
Non-Contract & Other Serv.	40,261	-	88,060
Total Other Services	40,261	-	88,060
Total Expense	241,625	150,748	563,266
Net Income	-	95,882	-



COMMITTEE OF THE WHOLE REPORT

Department: Treasury

Date: February 27, 2024

Report Number: TR-2024-02-13

File: Capital Budget

Recommendation:

THAT the Township of Billings Committee of the Whole hereby recommends the proposed capital budget be brought forward to the 2024 Township of Billings budget.

Discussion:

Capital Asset Budget 2024

Capital Funding Sources

EV funding	22,500
NORDS	384,000
OCIF Capital Funding	128,104
Water Reserve	109,415
NOHFC (Fire Hall)	18,000
Infrastructure Loan	425,000
General Reserve	473,302
Deferred Revenue	-
Total Funding Sources	1,560,321

Capital Expenditures

Buildings	60,000
Vehicles	80,000
Water Infrastructure	147,415
Roads & Bridges	1,252,906
Recreation	20,000
Total Expenses	1,560,321

2024 New Capital Projects

Tractor	80,000
Rink water line	15,000
91 Main St	30,000
EV Charging system	30,000
Water Treatment Plant (new equip.)	56,415
Old Mill Road Bridge	1,252,906
Bulk Water	15,000
Cedar Maze	20,000
Total New Capital Projects	1,499,321

2023 Carry Forward Projects

Old Mill Road water line Holdback	38,000
Fire Hall	23,000
Total Carry Forward	61,000

Total Capital Budget	1,560,321
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Township of Billings
2024 Capital Asset Budget
Treasury Report to Council
TR-2024-02-13
Errors and adjustments

EXHIBIT F

	Per Report	Adjustments	Adjusted
Capital Funding Sources			
Ev funding	22,500	0	22,500
NORDS	384,000	0	384,000
OCIF Capital Funding	128,104	0	128,104
Water Reserve	109,415	-38,000	71,415
General Reserve	473,302	38,000	511,302
NOHFC (Fire Hall)	18,000	0	18,000
Infrastructure loan	425,000		425,000
Total Funding Sources	1,560,321	0	1,560,321
Capital Expenditures			
Buildings			
'91 Main Street	30,000	0	30,000
EV Charging System	30,000	0	30,000
Firehall cfwd from 2023		23,000	23,000
Total buildings	60,000	23,000	83,000
Vehicles			
	80,000	0	80,000
Water infrastructure			
Rink waterline	15,000	-15,000	0
Water Treatment Plan (new equip)	56,415	0	56,415
Bulk Water	15,000	0	15,000
Firehall cfwd from 2023	23,000	-23,000	0
Old Mill Rd water line holdback cfwd from 2023	38,000	0	38,000
Total Water infrastructure	147,415	-38,000	109,415
Roads and Bridges			
	1,252,906	0	1,252,906
Recreation			
Cedar Maze	20,000	0	20,000
Rink water line	0	15,000	15,000
Total Recreation	20,000	15,000	35,000
Total Capital Expenditures	1,560,321	0	1,560,321



COMMITTEE OF THE WHOLE REPORT

Department: Treasury

Date: February 27, 2024

Report Number: TR-2024-02-12

File: 2024 Revenue

Recommendation:

THAT the Township of Billings Committee of the Whole hereby recommends the proposed revenue budget in principle acknowledging that once further discussion are held the Committee may recommend an increase or decrease in the suggested 5% municipal tax rate increase.

Discussion:

Expense	Budget 2023	Actual 2023	Budget Under (Over)	Budget 2024	Budget Increase (Decrease)	Notes
Municipal & School Board Tax	2,403,109	2,417,717	(14,608)	2,524,927	121,818	Fixed Amt.
Payments in LIEU	2,029	4,147	(2,118)	5,994	3,965	Fixed Amt.
Federal Funding	1,451,626	555,906	895,720	58,249	(1,393,377)	HRDC (Summer Jobs), CCBF (Can. Comm. Bldg. Fund)
Provincial Funding	1,475,903	1,266,254	209,649	588,904	(886,999)	OMPF (ON Mun. Partnership Fund)
Water Usage Revenue	262,886	255,762	7,124	312,783	49,897	Increase based on \$1.50 increase per water user per quarter (\$6.00 annually)
Fees, Charges & Donation Revenue	183,179	203,359	(20,180)	227,450	44,271	Kagawong Market, WSIB, Tax Certs, Cemetery, Marina, Museum, Library, Donations & Fundraising
License & Permit Revenue	47,500	44,527	2,973	45,329	(2,171)	Rental Revenue, STARS & Other
Investment Income	15,000	110,825	(95,825)	198,200	183,200	Interest earned on bank account balances
Penalties & Interest Revenue	42,500	46,954	(4,454)	48,200	5,700	Taxes & Water Interest
Other Revenue	71,244	68,374	2,870	68,000	(3,244)	Power Generating Station, Other Misc. Revenue
Total Revenue	7,104,285	4,973,825	2,130,460	4,078,036	(3,026,249)	

Municipal Property Tax

Township of Billings
2024 Revenue Budget
Treasury Report to Council
TR-2024-02-12
Errors and adjustments

	Per Report Actual 2023	Per Report Budget 2024	Errors
Water Usage Revenue (water rates plus bulk revenue)	255,762	312,783	Actual water rate revenue (\$249,866) plus bulk water revenue (\$7,800) per 2023 general ledger totals \$257,667.
			The notes for budgeted revenue claims that increasing rates by \$6 per user for the year will lead to a \$49,897 increase in revenues over those budgeted for 2023. That would require 8,316 users of the water system.
			Assuming a 1.5% increase in water rates over 2023 would result in budgeted revenues for 2024 of roughly \$261,500 (including bulk water).
Investment Income (interest earned on bank acct balances)	110,825	198,200	The underlying assumptions for the large increase in interest income are not provided in the report. Interest rates on the bank accounts rose during 2023 from 4.3% in January to 5.5% in December. What rates and bank balances are being projected for 2024?
			Of the \$110,825 of 2023 interest \$17,619 was earned in the Water Capital Bank Account, and a further \$7,700 would have been earned in that account if surpluses from operation of the water system in prior years had been properly transferred to the account from the general bank account.
Penalties and Interest Revenue (interest on late payment of tax and water bills)	46,954	48,200	Of the \$46,954 of 2023 interest \$2,488 was from charges on late payment of water bills.

The overarching concern with the report is that water revenues, interest earned on water bank accounts and interest on late payments should not be comingled with the general budget, as these revenues are for operation of the water system. Surpluses from operation of the system are not to be used for general township operations, but are to be reserved for water system capital requirements in accordance with the Water System Financial Plan 2021-2027.

EXHIBIT H



The Corporation of the Township of Billings
Town Hall Meeting Minutes
Park Centre – Henry Drive, Kagawong
March 19, 2024

1. Call to Order

Mayor Barker called the meeting to order at 2:00 pm and welcomed members of the public to the Town Hall meeting.

2. Item for which the Special Meeting was Called – Township of Billings Strategic Plan

Steve Lichty, Capital Park Consulting facilitated the Town Hall meeting and presented the Township of Billings Strategic Plan.

Mr. Lichty explained the process for the strategic plan and the methodology and research used in formulating the strategic plan. Mr. Lichty provided the strategic planning hierarchy on how the strategic plan will be implemented turning the vision into action.

Mr. Lichty went through the plan with the group and explained the strategic plan in detail.

3. Questions and Comments from the Public

- Comment on the positive feedback from the community.
- Questioned how the strategic plan will be kept at the forefront and adhered to. It was explained that there is a section in staff reports that indicate the alignment to the Strategic Plan.
- Suggestion on circulating the Strategic Plan to the Boards and Committees.

4. Closing remarks and Adjournment

Mayor Barker adjourned the meeting at 2:59 pm.

Mayor Bryan Barker

CAO/Clerk Emily Dance



The Corporation of the Township of Billings

Council Meeting Minutes

March 19, 2024 7:00 p.m.

Kagawong Park Centre

Council

Bryan Barker, Mayor

David Hillyard, Deputy Mayor

Ian Anderson, Councillor

Vince Grogan, Councillor

Michael Hunt, Councillor

Staff

Emily Dance, CAO/Clerk

Tiana Mills, Deputy Clerk

Harmony Hancock, Director of Finance/Treasurer

Todd Gordon, Municipal Project Manager

1. Call to Order

Mayor Bryan Barker called the meeting to order at 7:00 p.m.

2. Approval of Agenda

2.1. Confirm approval of the agenda.

2024-119

Moved by Hunt Seconded by Anderson

THAT the Township of Billings Council hereby approves the agenda as presented.

Carried.

3. Disclosure of Pecuniary Interest

None.

4. Delegation – Township of Billings Five-Year Strategic Plan

Steve Lichty of Capital Park Consulting presented the Township of Billings new Strategic Plan to Council.

5. Adoption of Minutes

Motion to adopt the minutes of the following meetings of Council:

5.1. Regular Council Meeting – March 5th, 2024

2024-120



Moved by Hunt Seconded by Grogan

THAT the March 5th, 2024 Regular Council Meeting minutes, be adopted as presented.

Carried.

6. Committee Reports

- 6.1. Members of Council are provided with an opportunity to report on Committee and Board meetings.

Councillor Hunt attended the Billings Library Board and reported that the Library seen the highest number of patrons since before the pandemic.

Councillor Grogan reported that he attended a Western Manitoulin Building Meeting and reported that Billings had the highest value in building permits issued among the municipalities in the group.

- 6.1.1. Manitoulin Planning Board Meeting Minutes: February 27th, 2024

- 6.1.2. Building Systems Committee Meeting Minutes: March 6th, 2024

2024-121

Moved by Grogan Seconded by Anderson

THAT the Township of Billings Council hereby receives for information all items listed in Section 6.

Carried.

7. Staff Reports

- 7.1. CAO-2024-03-02 Township of Billings Five Year Strategic Plan

2024-122

Moved by Grogan Seconded by Anderson

THAT the Township of Billings Council hereby adopts the 2024-2028 and Beyond Township of Billings Strategic Plan as presented by Capital Park Consulting AND FURTHER approves the appropriate By-Law coming forward.

Carried.

- 7.2. TR-2024-03-06 2024 Township of Billings Budget

2024-123

Moved by Anderson Seconded by Hillyard

THAT the Township of Billings Council hereby approves the 2024 Township of Billings Municipal Budget as presented with a 4% increase to the tax rate over 2023 AND FURTHER approves the appropriate By-Law coming forward on tonight's agenda.



Carried.

8. Correspondence Requiring Direction

8.1. 2024 Elemental Festival Request
2024-124

Moved by Hunt Seconded by Hillyard

THAT the Township of Billings Council hereby receives the letter from 4elements dated March 12, 2024 AND authorizes in-kind support for the 2024 Elemental Festival organized by 4Elements Living Arts, in the form of free rental of the Park Centre and Old Church on the Hill for September 20-21, 2024 (value of \$904.00).

Carried.

9. By-Laws and Agreements

9.1. By-Law No. 2024-19 Adopt Tax Ratio
2024-125

Moved by Hunt Seconded by Anderson

THAT By-Law No. 2024-19 being the 2024 – Tax Ratio By-Law be read a first, second, and third time and finally passed this 19th day of March, 2024.

Carried.

9.2. By-Law No. 2024-20 Adopt 2024 Township of Billings Budget
2024-126

Moved by Anderson Seconded by Grogan

THAT By-Law No. 2024-20 being the by-law to accept the 2024 Budget be read a first, second, and third time and finally passed this 19th day of March, 2024.

Carried.

9.3. By-Law No. 2024-21 Adopt 2024 Tax Rate
2024-127

Moved by Hunt Seconded by Hillyard

THAT By-Law No. 2024-21 being the by-law adopt a 2024 tax rate be read a first, second, and third time and finally passed this 19th day of March, 2024.

Carried.

10. Notice of Motions

None.

11. Confirmatory By-Law



-
- 11.1. By-Law No. 2024-22 Being the March 19th, 2024 Confirmatory By-Law
2024-128

Moved by Grogan Seconded by Hunt

THAT By-Law No. 2024-22 Being the March 19th, 2024 Confirmatory By-Law be read a
first, second, third time and finally passed this 19th day of March, 2024.

Carried.

12. Adjournment

- 12.1. Motion to Adjourn
2024-129

Moved by Hunt Seconded by Grogan

THAT the Township of Billings Council hereby adjourn at 8:16 p.m.

Carried.

Mayor Bryan Barker

CAO/Clerk Emily Dance

MINUTES
COMMUNITY POLICING ADVISORY COMMITTEE MEETING
Wednesday 13 March 2024
CENTRAL MANOUTLIN COMMUNITY CENTRE, MINDEMOYA ON
7:00 P.M.

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

REGRETS: Kim MIDDLETOWN – BURPEE/MILLS

PUBLIC: Tom SASVARI – Manitoulin Expositor
Minutes Taken by Kelly CHAYTOR – Gore Bay

CALL MEETING TO ORDER

Al BOYD, called meeting to order at 7:03 pm and welcomed all in attendance.

ADOPTION OF AGENDA

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

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

ADOPTION OF MINUTES

Al BOYD asked for any additions, corrections, or changes to the last meeting 10 Jan 2024 minutes.

None were present.

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

BUSSINESS ARISING

WELCOME

COMMUNITY GROUP – SPEAKER

Due to the March break, the guest speaker was not able to be booked.

CAM SAFE PROGRAM -

Al BOYD advised he presented the Cam Safe program to the NEMI council, and they are onboard with this program. It will be presented to the businesses within Little Current who have security cameras. Inspector WALSH advised the OPP do recommend this program as it will

assist the police on any investigations that happen where there are cameras. Once more information is available such as flyers they will be shared with municipalities.

NEW BUSINESS

OPP DETACHMENT COMMANDER COMMENTS

Inspector R. WALSH provided each municipal representative with the Jan and Feb 2024 calls for service. He also advised the billing will be explained in greater detail at the MMA meeting on March 20th. Staffing update is four new members and of those four two are for the Island and two for Espanola. With being fully staff Inspector WALSH advised the POA numbers in comparison in 2023 and 2024 for YTD.

Jan 1st – Mar 13th. These numbers represent the Manitoulin Detachment, which includes Espanola.

	2023	2024
RIDE Checks	57	90
Traffic Stop Occurrences	623	1511
Provincial Offences Notices	266	1009
Fines	\$390	\$1,131
Warnings	522	1083

Inspector R. WALSH advised his detachment is assisting new recruits with training in Wikwemikong. He currently has five officers that have thirty years of service and retirement will be coming up for those staff members. Steve WOOD asked if housing was an issue for new staff and the Inspector advised it does not seem to be one for new staff.

LETTER – COMMUNITY SAFETY AND POLICING ACT

01 April 2024 comes into force.

Letter was circulated. The new Board has been approved by the ministry. There will be one board for Manitoulin and one board for Espanola. Each board will have six council seats, 2 community representative seats and two provincial appointed seats totaling ten seats. Currently the Community Policing Advisory Committee is made up of eight seats of either council or community representatives.

Currently there are still a lot of unknown details of this new board. How will the members be representing the communities, training required and who covers expenses? If any committee member hears any update or information, it has been asked to share with everyone. For now, the CPAC will continue as it is until we are all notified of the new board start date.

SMELT SEASON PLAN & SUMMER MARINE PLAN REQUEST

Al Boyd advised Inspector WALSH since this is his first time on the island that Smelt season is a huge event here. He advised the major areas that are of concern being Billings. Inspector WALSH advised he will educate himself on this and will reach out to the MNR. Bryan BAKER of Billings gave a quick information bit to Inspector of the concerns of alcohol during this season

is going to be April 14th. It was requested to Inspector WALSH for the next meeting information on the Summer Marine plan. The Marina program is run by Sgt. PATTERSON and other members are being trained. Bryan BAKER informed Inspector Billings is willing to work with OPP on the dockage of their equipment at their marina.

ROUND TABLE

Steve SHAFFER – Central Manitoulin – Appreciated the POA numbers Inspector advised. The police presence within the community noticeable and welcomed. Ride Checks are also within the community and the whole island appreciated.

Kelly CHAYTOR - Gore Bay – Confirmed with Inspector WALSH of community speed limit being changed to 40 for areas currently 50 that will be happening May long week. Inspector WALSH advised he has staff assigned to attend community as a piece of the information package. A request for paid duty details for officers to serve as security at Harbour Days Dance (Saturday July 27th). Information will be passed onto Lions Club.

Jack GOULD – Gordon/Barrie Island – Informed Inspector WALSH their bylaw officer has been very happy with the working relationship with the OPP on matters in their community.

Frank KLODNICKI – Assiginack – No concerns to bring forward.

Bryan BARKER – Billings – Appreciated the POA numbers that he will bring forward to the next POA meeting. He also expressed his gratitude to the officers who addressed the trespassing matter they had.

Steve WOOD – Tehkummah – No community concerns; noted the appreciation of the officers who attended a call in South Bay Mouth last month.

Al BOYD – NEMI – Noted visibility of officers around NEMI. He did advise an incident happened at their lagoon building and no town staff were notified. Only found out when town staff was doing normal Maintenance check.

FINAL REMARKS

Al BOYD Thanked everyone for attending.

MEETING AJOURNED

Meeting was adjourned at 8:06 pm

DATE and TIME OF NEXT MEETING.

Wednesday May 8, 2023 – 7 p.m., Central Manitoulin Community Centre, Mindemoya

Minutes of the Meeting of the Western Manitoulin Community Network Meeting

Held on Monday, March 25, 2024 at 1:30 p.m.

Present: Ron Lane, Chairperson, Gore Bay
Ian Anderson, Billings
Isobel Harry, Gordon/Barrie Island
Art Hayden, Burpee/Mills
April Folz, Sheshegwaning First Nation
Annette Clarke, Western Manitoulin EDO
Carolyn Campbell, LAMBAC

Absent: Jim Martin, Dawson

1. Disclosure of Pecuniary Interest

None declared.

2. Adoption of the July 11, 2023 Meeting Minutes

Moved by Isobel Harry

Seconded by Ron Lane

THAT the minutes of the July 11, 2023 meeting be adopted as presented.

Carried

3. EDO Report

Annette Clarke reviewed the report with members of the committee. She stressed the importance of supporting the Mississagi Lighthouse Project in Meldrum Bay. The Dawson Citizens Improvement Association will need a lot of support both in kind and financially. She encouraged everyone to attend the upcoming public meeting in Meldrum Bay.

4. Business Arising out of the Minutes

i) Municipality & First Nation Program Expectations & Priorities

Annette asked each representative to speak with their respective councils to discuss priorities for the EDO program and report back at the next meeting.

ii) Western Manitoulin Website

Annette brought the website up on the screen and went over each category of the site. The following suggestions were made for changes:

- Add a Manitoulin Map showing the locations of each community.
- Add a list of the Fish Hatchery benefactors and information about making donations with a link to the Town of Gore Bay for payment options.
- Remove East Bluff Lookout from Gordon/Barrie Island

Overall, the site was well received. Annette confirmed she would be able to make any content/picture updates as required. Annette advised a domain name has to be chosen. The website creator felt westmanitoulin.com was the best option. Discussion ensued. It was agreed to stick with the suggestion made.

Moved by Art Hayden

Seconded by Ian Anderson

THAT the Network Group approves the website as presented except for adding the following items:

- ***Add a Manitoulin Map showing the locations of each community;***
- ***Add a list of the Fish Hatchery benefactors and information about making donations with a link to the Town of Gore Bay for payment options***
- ***Remove East Bluff Lookout from Gordon/Barrie Island***

FURTHER the domain name be www.westmanitoulin.com

Carried

iii) Hiring of a Social Media Marketer

Annette advised that LAMBAC would not be applying for an intern for a Social Media Marketer. LAMBAC would have to create a job description that covered their entire catchment area. It was felt that this would be too complicated to cover all the businesses, and municipalities within their area. However, Annette advised that the municipalities could still do this on their own. She suggested consulting with their staff to see what their needs are. Perhaps this is an opportunity to job share/partner. One of the participants could be the lead and apply for funds on behalf of the group.

The Network Group will consult with their staff and councils and report back at the next meeting.

iv) Western Manitoulin Logo

It was agreed by the group to drop this for now.

v) Western Manitoulin Business Directory

Annette reiterated that this is now on the website and will be shared accordingly.

vi) Breakfast on the Farm Event

Annette advised that, unfortunately, there are no farms in the area that can meet the environmental standards for farm tours. There was also a lack of interest by farmers she reached out to. This idea has been dropped.

vii) Western Manitoulin Events

- “West is Best!” Shopping & Tours Event, May 31, June 1
Annette advised that this is an event open to all businesses within Western Manitoulin. Businesses are beginning to sign up for the event. Each business is asked to have some form of promotion, draw, etc. Non retail businesses are asked to open up their facilities for tours. This promotion is meant to draw people to west end businesses and show people we are open for business.
- Business Development Day, October 21, 2024
Annette advised that she is holding a one day, Business Development Day. All Western Manitoulin business owners and their staff are invited to attend. This will include speakers, workshops and networking opportunities. She is hoping to keep the cost to participate at a minimum. Watersedge has donated his facility for the conference. She is hoping the Network Group of Municipalities and First Nations will support this initiative through a financial donation.

Annette advised that she was mandated through the CIINO program to create a Western Manitoulin Event. Hence the following ideas:

- Cornfest – Itinerary circulated.
- Airport Days 2025 – Itinerary circulated.
- Art in the Maples – a new event brought forward by a private individual from Burpee Mills. Annette advised that this event would meet the Fednor Mandate given the fact it is an arts and music festival. The group felt it was a good idea but not enough time to plan properly. The network group was concerned by the fact it was being run by a private individual on private property. They didn’t feel it was far enough along in organization and that as municipalities and first nation they should not get involved in a privately owned and operated festival. Annette stated she could still offer advice to her, given the fact she is a business within the Township of Burpee Mills. The group agreed.
- Road Rally Scavenger Hunt – Annette referred to a similar event that used to happen in Burpee Mills. Art noted that it was a fun event but a lot of work to organize.

Ron stated that he felt the best event to support would be the Airport Days. The airport is something that all the municipalities contribute to and support. Discussion ensued.

Moved by Isobel Harry

Seconded by April Folz

THAT the Western Manitoulin Network Group support the Economic Development Officer to work with the Airport Commission and the Airport Manager to organize and execute Airport Days 2025.

FURTHER Ron Lane, as a member of the Airport Commission, will add this as an agenda item at the next Airport Commission meeting and report back to the Network Group.

Carried

Annette advised that she would only be able to carry out the Airport Days if her program was extended past January 2025. Carolyn has applied for an extension to November but has not yet received approval. We will report back at the next meeting.

- Events Committee – Annette was suggesting a subcommittee be formed for the purpose of events. It was decided this was not required at this time.

viii) Marketing Study

Annette advised that she can make an application to FEDNOR for funding. She has done the initial consultation and provided them with a detailed framework. However, she stressed that the group needs to be on the same page about a marketing strategy/plan. She is concerned that not every municipality will want to participate. Discussion ensued. It was decided not to move forward with this initiative.

ix) Shared Services Study

The Network Group was to report back on this. Most did not discuss at council level and had nothing new to report. Discussion ensued. It was decided that this initiative would be dropped. Group felt they would be better served by creating a committee and discuss opportunities to share services. This can be done in house without spending dollars on consultant studies.

5. New Business

i) Robinson Township withdrawal from program

Annette advised that Robinson Township had to withdraw from the program. They discovered, as a local services board, they are not allowed to participate or use their funds for this purpose. This increases the remaining participants share but not by much.

ii) Wayfinding Signage Project – update

Annette advised that we are waiting for the final report. She let the group know that this was a great opportunity to get wayfinding signage. She was hoping for more buy in from the group. Art asked that Annette attend council meetings to make requests of this type. He felt there would be a better understanding. Annette agreed to do that. There will be a report forthcoming to those participating in the project.

iii) 2023 Financial Report

Annette presented the 2023 Financial Report. There were no concerns raised. Municipalities and First Nation have been billed accordingly.

iv) 2024 Budget Discussion

Annette presented the 2024 Draft Budget. She removed the marketing study costs. Ron indicated that he feels the cost sharing should be changed to assessment vs population. Art suggested weighted assessment. Annette will put together a spreadsheet outlining the shares based on population, assessment and weighted assessment for comparison purposes. This will be reported at the next meeting.

6. Other

i) Establishing Meeting Dates for the Year

Network Group agreed it would be best to have quarterly meetings. Following dates were set for the balance of this year:

Monday, June 3 at 1:30 p.m.

Monday, September 9 at 1:30 p.m.

Monday, December 2 at 1:30

Annette will call a meeting in approximately one month to report back on the various items identified today.

7. Adjournment

Moved by Isobel Harry

That we adjourn at 4:30 p.m.

Carried



COUNCIL REPORT

Department: Fire Department

Date: April 2, 2024

Report Number: FIR-2024-04-01

File: Township of Billings Fire Department Status Report

Recommendation:

THAT the Township of Billings Council hereby receives for information Report Number FIR-2024-04-01

Background:

To date the following tasks have been initiated, are on-going or have been completed.

Discussion:

Type	2023	YTD 2024
Fires	9	2
MVC	1	2
EMS Lift Assists	1	0
False Alarms	1	0
Carbon Monoxide	1	0
TOTAL	13	4
Fire Practice	29	4
Fire Inspections	3	0
Fire Permits	30	2
STAR inspections	9	0
Mutual aid assistance to	5	0
Mutual aid assistance from	2	1
Community Events	4	1
Prohibited camp/brush fires	8	0

Fire Practice

The firefighters practice 2 times per month for a total of 8 hours per month. Training this quarter included water shuttle, 2 chimney fires, and 2 MVC's, porta pump training, pumper operations, IC training, CO training.

2023 Highlights

First aid recertification and BLS renewals for our First Responders was also completed. OFM live fire training was also attended in the fall with 7 firefighters attending. 5 mutual aid calls assisting other departments.



Firefighter Recruitment

There are currently 16 volunteer firefighters on the Township of Billings Fire Department

Mandatory Firefighter Certification Update

O.Reg. 343/22 Firefighter Certification took effect on July 1st, 2022. The Firefighter Certification Regulation implements minimum certification standards for Ontario Firefighters based on NFPA Professional Qualifications Standards, which is accepted as best practices for the fire service in North America. Each municipality through their Fire Services Establishing and Regulating By-Law must identify the level of service they wish to provide to their residents and their Fire Service will ensure certification to that level of service.

The regulation provided two compliance windows for all current firefighters:

- 4-year Compliance Window – July 1, 2026, for full-service department
- 6-year Compliance Window – July 1, 2028 (NFPA 1006 Technical Rescue Only)

Financial Impacts

Training and compensation are included in the 2024 Township of Billings operating budget.

Alignment to Strategic Plan:

Community Wellbeing – Ensure safety and security

Alignment to the CEEP:

There is no alignment to the CEEP

Respectfully Submitted By:

Martin Connell, Fire Chief

Reviewed By:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Emergency Management

Date: April 2, 2024

Report Number: EM-2024-04-01

File: Quarterly Emergency Management Report

Recommendation:

THAT the Township of Billings Council hereby receives for information, Report Number EM2024-04-01.

Background:

To update Council on Emergency Management activities for the period of January thru March 2024.

Discussion:

Public Awareness

- A trifold flyer was prepared by the CEMC and distributed at the Billings Township Family Day event held in February
- The CEMC reported that the public contacts and their response was positive.
- The CEMC has reported that there will be future Township events where there will be presentations to assist in raising awareness to the Township's emergency management program.

Training

- The CEMC attended and successfully completed the, 3 day, IMS 300 training course that was held in Sudbury during the last week of February.
- The Alternate CEMC successfully completed the self study IMS 100 training course.

Meetings

The EMPC/MECG met for their quarterly meeting on March 26, 2024. Items discussed included the following:

- a) Revisions to the ERP regarding MECG training requirements and designated operational roles at the Emergency Operational Centre.
- b) Development of a localized emergency evacuation plan.
- c) Annual EMO compliance.
- d) Annual table top exercise.
- e) Developing an emergency plans communications for the emergency response plan.
- f) 911 response time.

A report will be brought forward outlining the recommendations from the Committee associated with the Emergency Response Plan.



Financial Impacts

There are no financial impacts or budget implications associated with this report.

Alignment to Strategic Plan:

Community Wellbeing: Ensure safety and security.

Alignment to the CEEP:

No direct alignment.

Respectfully Submitted By:

Arthur Moran

Community Emergency Management Coordinator (CEMC)

Reviewed By:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Chief Administrative Officer

Date: April 2, 2024

Report Number: CAO-2024-04-02

File: Strategic Plan Township of Billings

Attachment: Strategic Plan – Final Report March 25, 2024

Recommendation:

THAT the Township of Billings Council hereby receives for information Report CAO-2024-04-02 being the Final Report for the Strategic Plan.

Background:

On March 5, 2024, Capital Park Consulting presented the Township of Billings Strategic Plan at both an afternoon Town Hall meeting and at the Council meeting in the evening. Subsequently, Council approved the Strategic Plan, with the By-Law to formally adopt the Township of Billings Strategic Plan 2024-2028 and beyond at tonight's meeting.

Discussion:

The Strategic Planning process included multiple steps and various methods of engagement in formulating the plan including internal and external stakeholder engagement.

Capital Park Consulting has taken all the information gathered through out the planning process and provided a final document that identifies the process and the methodology used in creating the final product.

Attached to the report is the Final Report from the Strategic Planning process which includes a summary of document review and research findings, technological, environmental, and legal factors, and results of internal and external stakeholder engagement.

Financial Impacts:

\$29,765 (carried over to 2024) Township of Billings budget for Consulting Services for a new Strategic Plan.

Alignment to Strategic Plan:

Part of the Strategic Plan process

Alignment to the CEEP:

The CEEP will be one of many important considerations influencing the strategic planning process.

Respectfully Submitted By:

Emily Dance, CAO/Clerk



Strategic Plan 2024-2029 Final Report



Capital Park Consulting Inc.
9A Fairbairn Street
Ottawa, ON K1S 1T2

Date: March 25th, 2024

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1 INTRODUCTION

BACKGROUND

The Township of Billings required a new Strategic Plan that would outline long term vision and values, alongside medium term objectives to be achieved with short term action plans.

Through an RFP process, the Township selected Capital Park Consulting Inc. to assist in the development of the new plan by:

- Assisting Council and staff in implementing a process to gather robust input from the community and other stakeholders to inform the development of the new strategic plan including services, vision for the future, values, mission, etc.
- Ensuring that Council is aware of municipal sector strategic plan precedents and “best practices” in the various components of a municipal strategic plan so that these can be considered when Billings is drafting its new strategic plan
- Helping to identify and review possible indicators that can be used to measure the Township’s success in achieving the goals it established in the new strategic plan
- Soliciting input from staff and ensure that the new strategic plan makes sense and is clearly understood from the staff perspective
- Ensuring meaningful participation and engagement of the public throughout the project
- Ensuring that the plan developed strikes an appropriate balance between being flexible enough to ensure that it is relevant if circumstances change, while also specific enough that it can be implemented decisively and measured clearly
- Ensuring that the new strategic plan builds on the municipality’s current initiatives and existing services

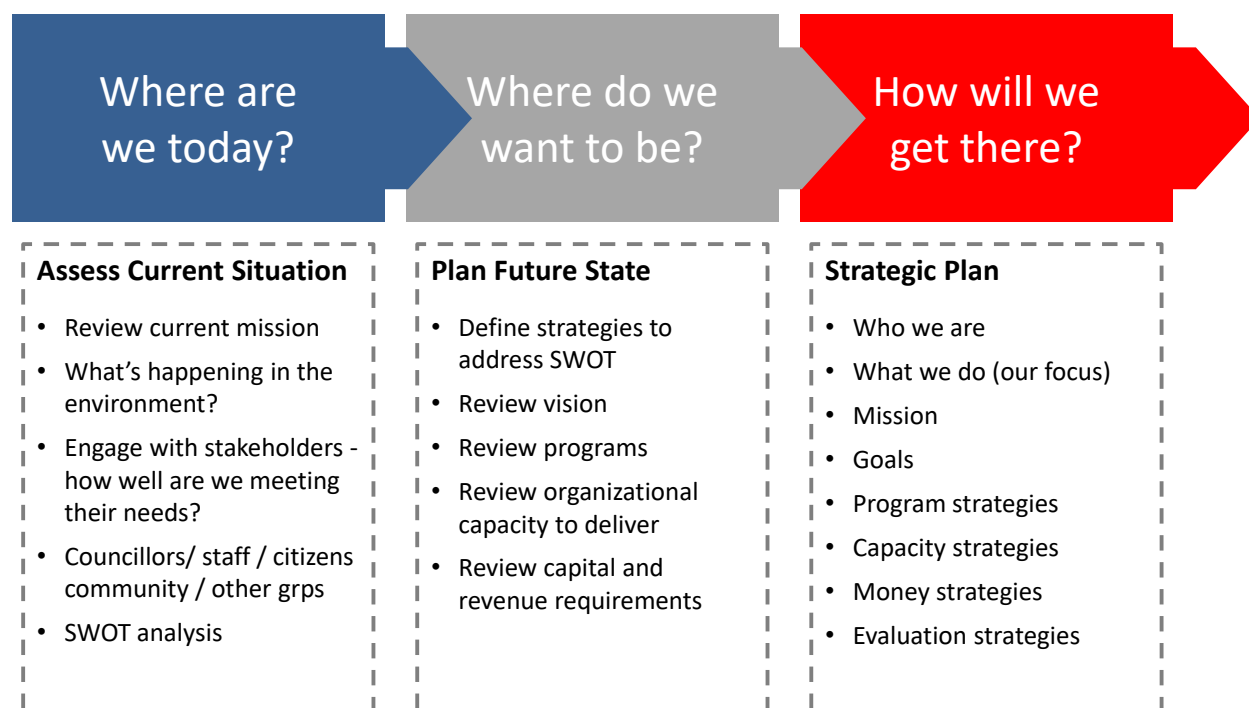
METHODOLOGY

Capital Park’s work plan includes the following components:

1. Kick-off meeting
2. Review background materials and research Strategic Plan precedents
3. Internal stakeholder engagement through interviews with members of Council and Township management staff
4. Virtual workshop with Township management staff
5. External stakeholder engagement through focus groups, online survey and public meetings
6. Two-day in person planning session with members of Council and Township senior
7. Development of the contents of the Strategic Plan
8. Review of draft Strategic Plan by Council and senior staff, amendment as required, and issuance of final version

APPROACH

The approach that was taken is summarized in this graphic.



PURPOSE OF THIS INTERIM REPORT

The purpose of this final report is to:

- Amalgamate the results of the three interim reports into one document
- Serve as a reference document for current councillors and staff
- Serve as a reference document for future councillors and staff
- Provide information to residents and other stakeholders who may be interest in the strategic planning process and results

2 SUMMARY OF DOCUMENT REVIEW AND RESEARCH FINDINGS

PESTEL ANALYSIS

A PESTEL analysis was used to summarize the external factors affecting the Town. PESTEL is an acronym for Political, Economic, Social, Technological, Environmental and Legal factors. It is a strategic planning tool that focuses on these six influences to gather information about various external factors affecting an organization.



The advantages of a PESTEL Analysis include:

- It's a simple framework
- It is comprehensive and facilitates an understanding of the wider environment
- It encourages the development of strategic thinking
- It can enable an organization to anticipate future threats and take action to avoid or minimize their impact
- It can enable an organization to spot opportunities and exploit them fully

A PESTEL Analysis is often used in conjunction with other planning tools, such as a SWOT Analysis, which looks at Strengths, Weaknesses, Opportunities and Threats. During the planning session the participants used the results of the PESTEL Analysis to conduct a SWOT analysis for Billings.

POLITICAL FACTORS

Municipal governments are affected a great deal by decisions made and policies implemented by higher levels of government, i.e. provincial and federal. It can be difficult to predict what changes will take place, particularly if there should happen to be a change in leadership of a governing party or an election that results in a different party coming into power. Here are some of the recent predictions that have been made:

Federal Outlook

“The Parliamentary Budget Office has trimmed its forecast for Canada’s economic growth this year.

The PBO’s latest economic and fiscal outlook predicts the economy will grow by 1.0 per cent this year followed by 1.6 per cent in 2024. The outlook compares with the agency’s October forecast for growth of 1.2 per cent for 2023 and 2.3 per cent in 2024.

It expects a decline in residential investment and weakness in consumer spending in the first half of the year, while businesses reduce their inventory investment over the course of 2023 as the growth in sales slows. The PBO also predicts the Bank of Canada will keep its key interest rate target on hold at 4.5 per cent for the rest of 2023 before starting to cut in 2024.

<https://globalnews.ca/news/9523302/pbo-economic-forecast-2023-interest-rates/>

This prediction turned out to be inaccurate, as the Bank of Canada raised the prime rate to 5% on July 12th. On July 24th, 2023, the Globe and Mail reported:

“Since COVID-19, the economy has stagnated. Canada’s per-person GDP (adjusted for inflation) stood at \$56,206 in 2019, declined sharply in 2020 before recouping some of the losses in 2021. However, despite economic recovery from COVID, by the third quarter of 2022, GDP per person remained below prepandemic levels.”

“A 2021 study by the Organization for Economic Co-operation and Development (OECD) found that Canada will record the lowest level of per-person GDP growth among 32 advanced economies during the periods of 2020 to 2030 and 2030 to 2060. Countries such as Czechia, Estonia, Israel, South Korea, New Zealand, Slovenia and Turkey, which currently have lower levels of average per-person GDP, are expected to vault past Canada and achieve higher living standards by 2060.”

<https://www.theglobeandmail.com/business/commentary/article-canada-economy-trudeau-freeland>

What impact will high interest rates and sluggish growth have on Billings? Will it affect long-term debt, maintenance of infrastructure, etc.?

Provincial Outlook

The March 2023 provincial budget projects a small deficit for the current fiscal year and surpluses in future years.

“Overall, Budget 2023 is fiscally prudent and sets the Ontario government on a course for surplus next year, well ahead of schedule. Spending is limited to targeted areas for maximum impact and savings have been generated from a balanced pool of revenue streams.”

“While health care is getting the lion’s share of new spending, the government is planning to invest more in education, social services and “other programs.” <https://www.conferenceboard.ca/insights/sprinting-to-surplus-ontario-budget-2023>

It is noteworthy that that new provincial spending will focus on services that are not the responsibility of lower tier municipalities. (The one possible exception is additional funding for “infrastructure”, which will likely include municipal projects.)

“This provincial budget will be a challenge for municipal finances. There was no mention of replacing municipal revenues lost as a result of Bill 23. The City of Toronto and municipalities generally did not receive any funds to address pressures resulting from COVID. A failure to support municipalities will result in reduced services and higher property taxes locally. At the same time, there were no obvious cuts or signs of austerity from the Ford government as many had predicted.” <https://omssa.com/blog-report-on-2023-ontario-budget-march-2023.php>

Housing Affordability

Housing affordability has become one of the most dominant issues at the federal, provincial and municipal levels. There is a consensus emerging that the primary challenge at all levels of government is to increase the supply.

The province of Ontario recently passed Bill 23, which has made fundamental changes to the land use planning system in Ontario through changes to the Development Charges Act, Planning Act, Municipal Act, and others. Although this legislation does not apply to all municipalities, it indicates the policy direction of the provincial government.

There is also a movement to have “complete communities”, i.e. the optimal mix of people, activities, and transport modes in each neighborhood. Should Billings adapt this policy for future residential and economic development? What will need to be done?

On June 16th, 2023, the Canada Mortgage and Housing Corporation issued a report warning that we are moving in the wrong direction on housing affordability.

“Canada's federal housing agency is worried affordability will deteriorate unless the country acts on supply challenges and other housing measures soon.

The Canada Mortgage and Housing Corporation rang alarm bells last summer when it estimated the country needs to build 3.5 million more homes by 2030 than it is on track for, to reach some semblance of affordability.

While 271,000 homes were built two years ago and roughly 260,000 last year, chief economist Bob Dugan is now forecasting between 210,000 and 220,000 will be constructed this year.

Dugan believes this is a sign that the country is moving in the wrong direction and he is not optimistic that the country is on track to double the pace of housing starts.

Construction efforts have been constrained by labour shortages, higher interest rates and costs for materials, along with zoning issues and NIMBYism.

Dugan admits his outlook is not rosy but on the positive side, says moments of crisis can lead to innovation, which could positively alter the current housing forecast.”

<https://www.cp24.com/news/housing-affordability-will-deteriorate-unless-we-act-soon-cmhc-chief-economist-1.6444323>

ECONOMIC FACTORS

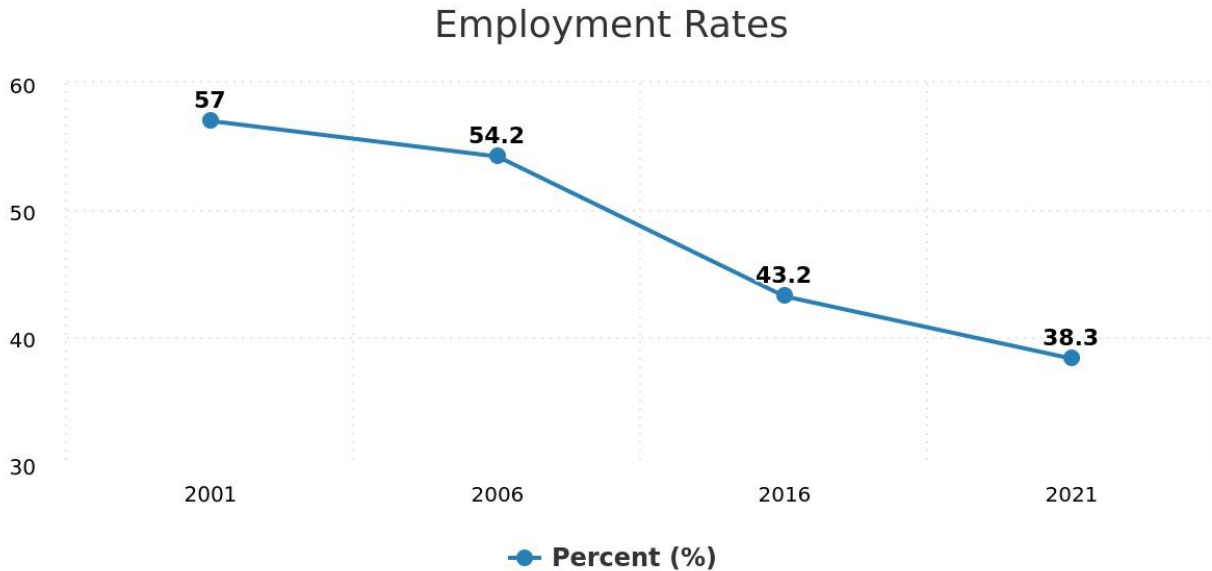
Most statistics in this section relate to the 2021 Statistics Canada Census. Much of the analysis comes from <https://townfolio.co/on/billings/demographics>.

Please note the following:

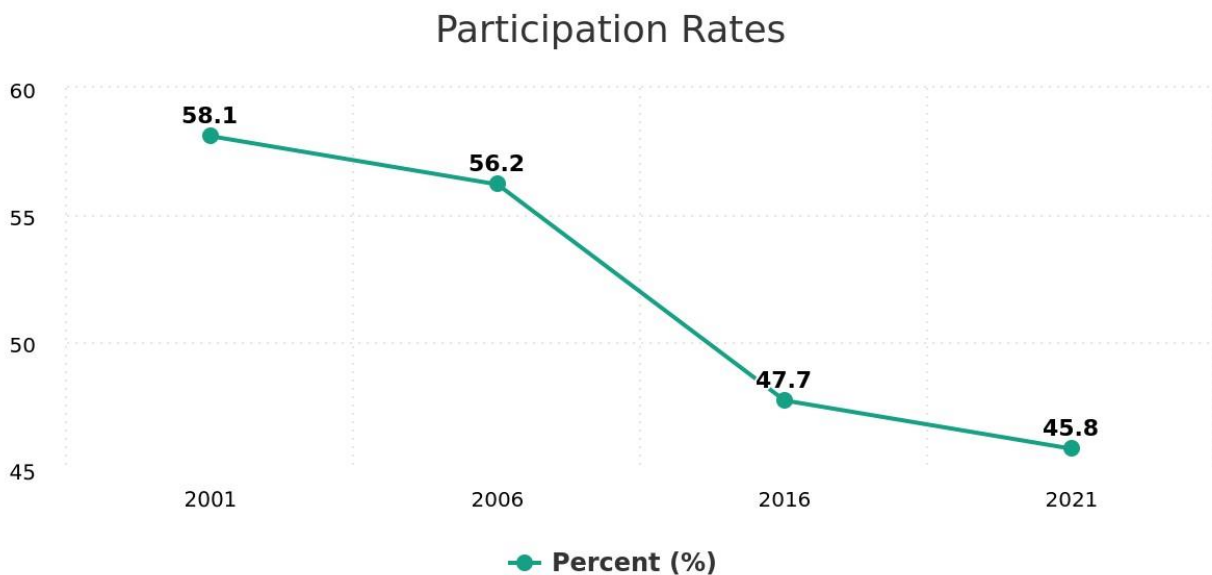
- StatsCan and Townfolio often round figures to the closest number divisible by five.
- The employment data from the 2021 Census should be read with caution, as they appear to be overly negative. This data, although reported in 2021, was the average for the three years from 2018 to 2021. Since this time period included the COVID lockdowns, the numbers are likely not representative of the situation in 2021. This information has been included because the data from 2001, 2006, 2011 and 2016 may be of some interest in identifying trends.

EMPLOYMENT

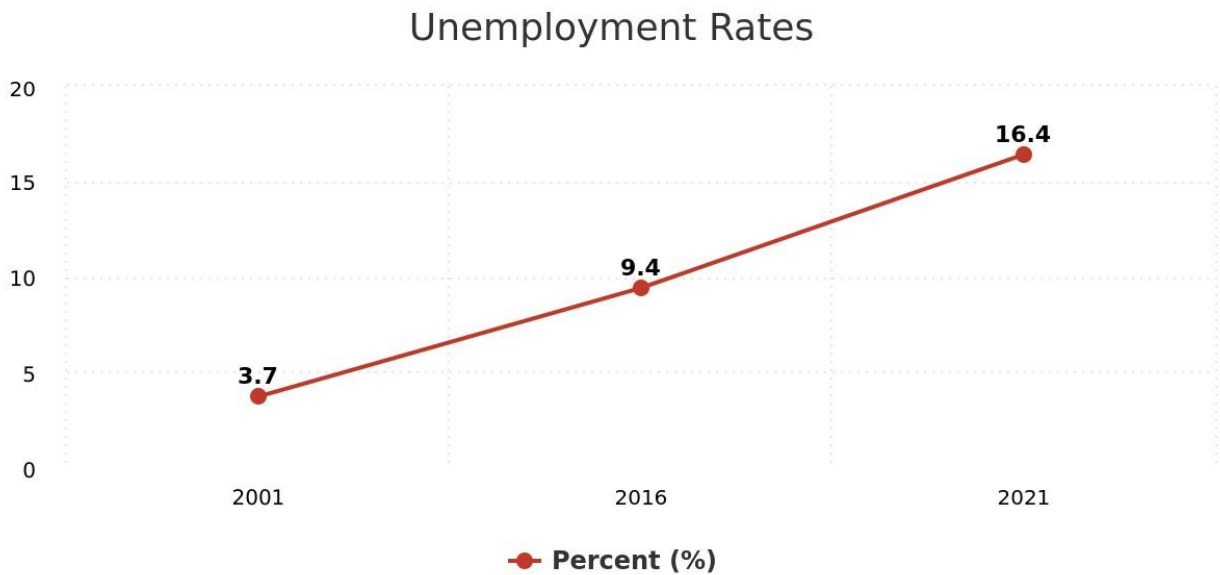
The employment rates chart shows the percentage of people of working age who were employed for each of the past three census years.



The participation rates chart shows the percentage of people who were either employed or are actively looking for work. A growing participation rate signals more people coming into the labour force whether younger people looking for first jobs, people of working age switching careers or jobs, or people re-entering the job market after job disruptions. Migration can significantly affect this economic metric.



The unemployment rate chart shows the number of unemployed workers and people searching for a paid job expressed as a percentage of the labour force. An increasing unemployment rate signals an “employer’s market” where there are more job seekers compared to the number of jobs available. People receiving the Canada Emergency Response Benefit (CERB) during Covid would appear as unemployed.

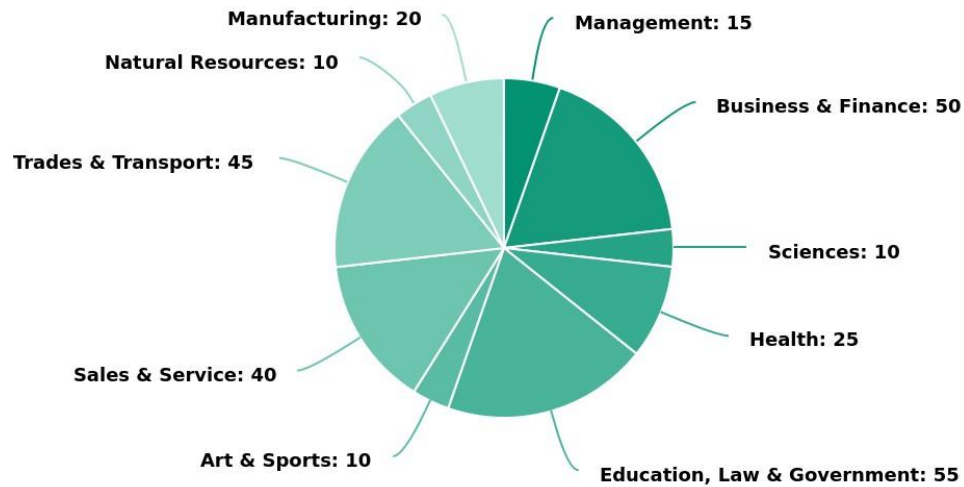


LABOUR FORCE

Over three-quarters of Billings’ labour force identify as employees, with 18% indicating that they are self employed.



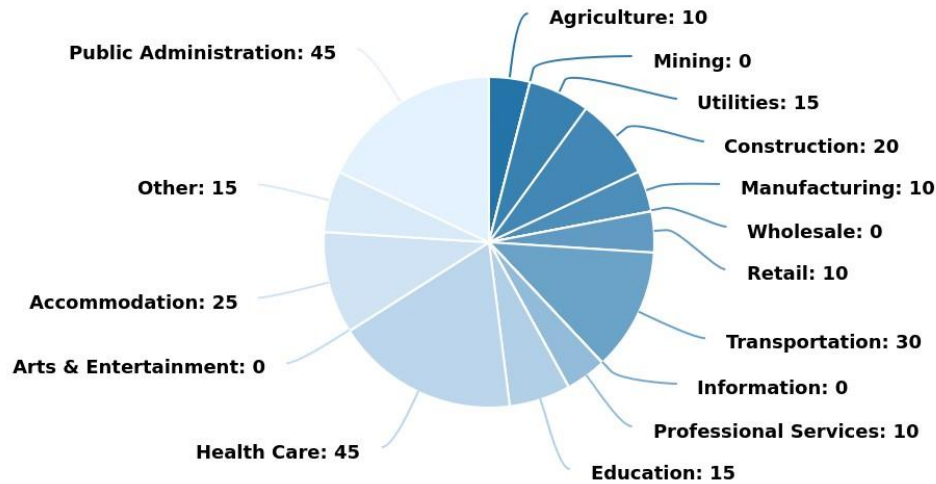
Labour Force by Occupation



Occupation	Number	Percentage
Education, Law & Government	55	20.37%
Business & Finance	50	18.52%
Trades & Transport	45	16.67%
Sales & Service	40	14.81%
Health	25	9.26%
Management	15	5.56%
Sciences	10	3.70%
Art & Sports	10	3.70%
Natural Resources	10	3.70%
Manufacturing	10	3.70%
Total	270	100.00%

Approximately three-quarters of the labour force work in service positions, with the other quarter in Trades and Transport, Natural Resources and Manufacturing.

Labour Force by Industry

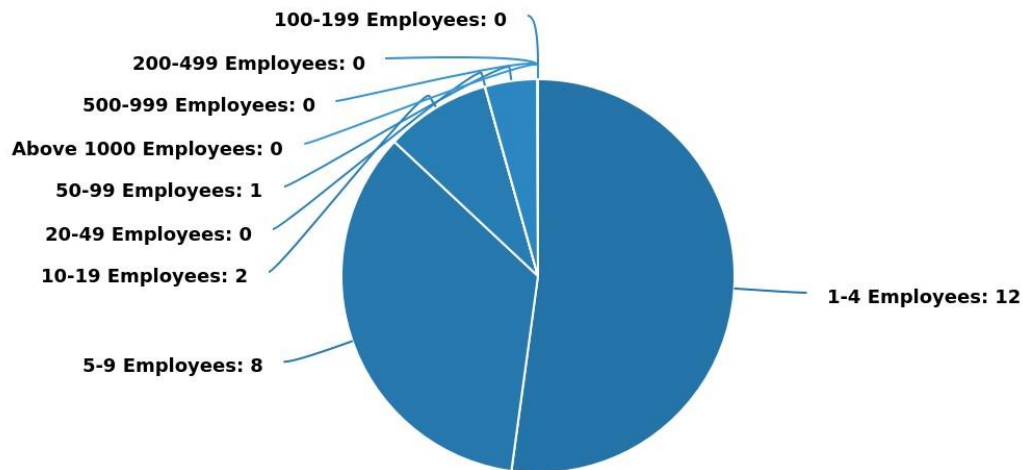


Industry	Number	Percentage
Health Care	45	18.00%
Public Administration	45	18.00%
Transportation	30	12.00%
Accommodation	25	10.00%
Construction	20	8.00%
Utilities	15	6.00%
Education	15	6.00%
Other	15	6.00%
Agriculture	10	4.00%
Manufacturing	10	4.00%
Retail	10	4.00%
Professional Services	10	4.00%
Mining	0	0.00%
Wholesale	0	0.00%
Information	0	0.00%
Finance	0	0.00%
Real Estate	0	0.00%
Management	0	0.00%
Administration	0	0.00%
Arts & Entertainment	0	0.00%
Total	250	100.00%

The variation in total numbers, (270 people in Labour Force by Occupation and 250 in Labour Force by Industry), is due to rounding.

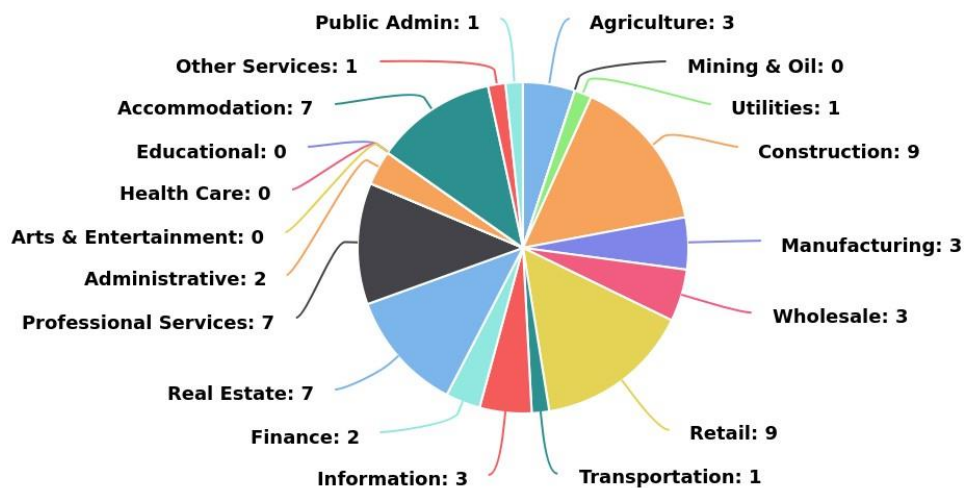
BUSINESSES IN THE TOWNSHIP

Business Sizes



Over half of all business in the Township have fewer than five employees. Another third has between five and nine employees. The largest sectors are Construction, Retail, Accommodation, Professional Services and Real Estate.

Business Industries



Social Factors

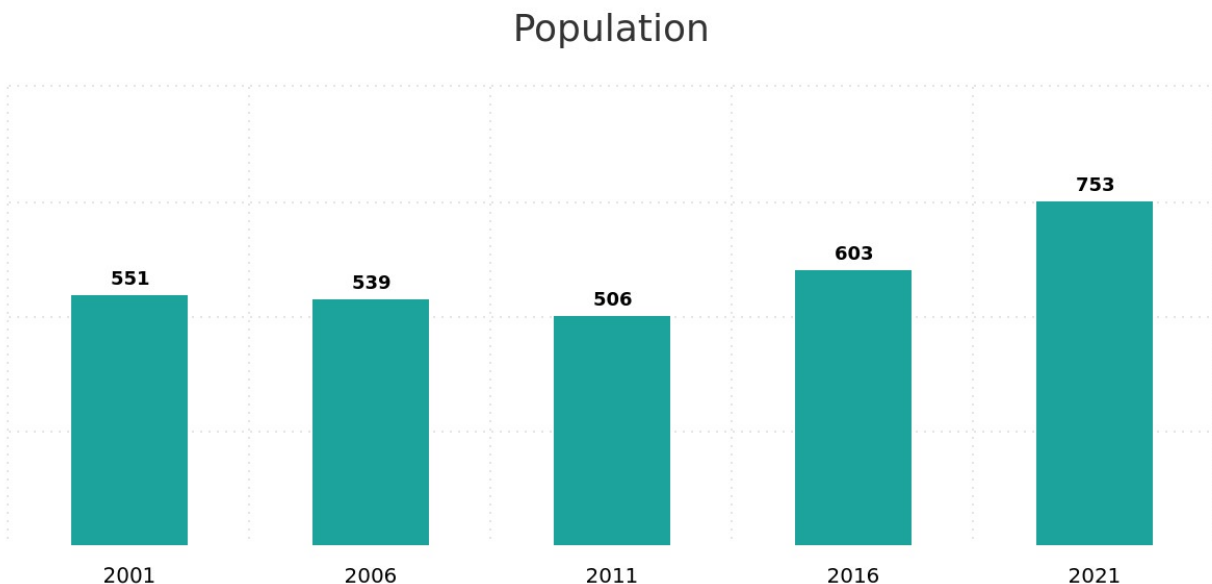
Social factors include demographics. Is the population growing, shrinking, or remaining constant? Is the age distribution of residents changing? What are the socio-economic indicators?

Most statistics in this section relate to the 2021 Statistics Canada Census. Much of the analysis comes from <https://townfolio.co/on/billings/demographics>.

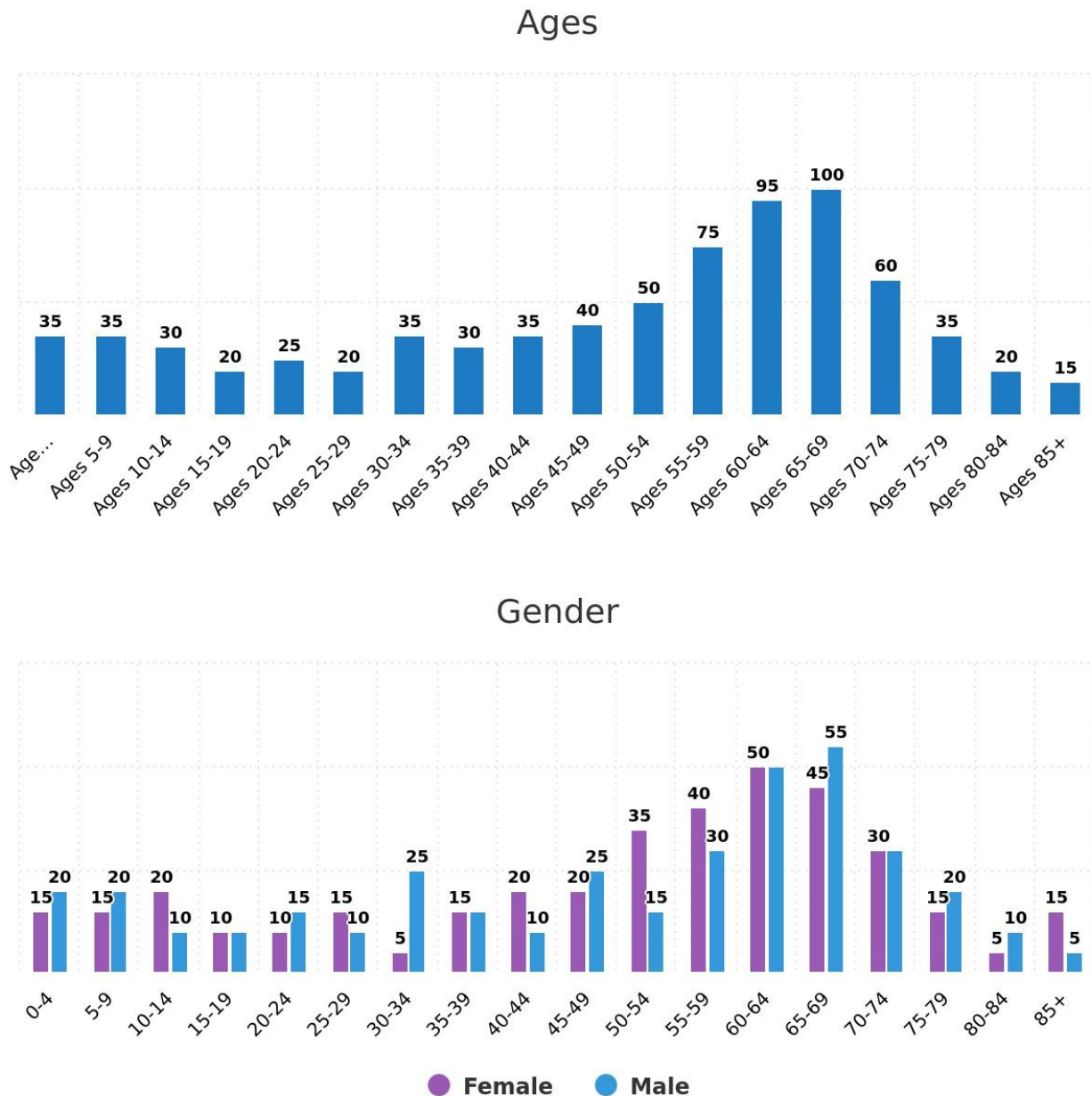
Please note that StatsCan and Townfolio often round figures to the closest number divisible by five. Thus some totals, e.g. Ages and Gender, will not match the total for Population because of rounding.

POPULATION

The total population of the Township increased significantly from 2016 to 2021. It is assumed that the primary reason for the increase is that more people started working from home during Covid and preferred to live in a smaller community. Many seasonal residents likely made the Township their permanent home. Will this migration from other centres to Billings continue?



AGES AND GENDER

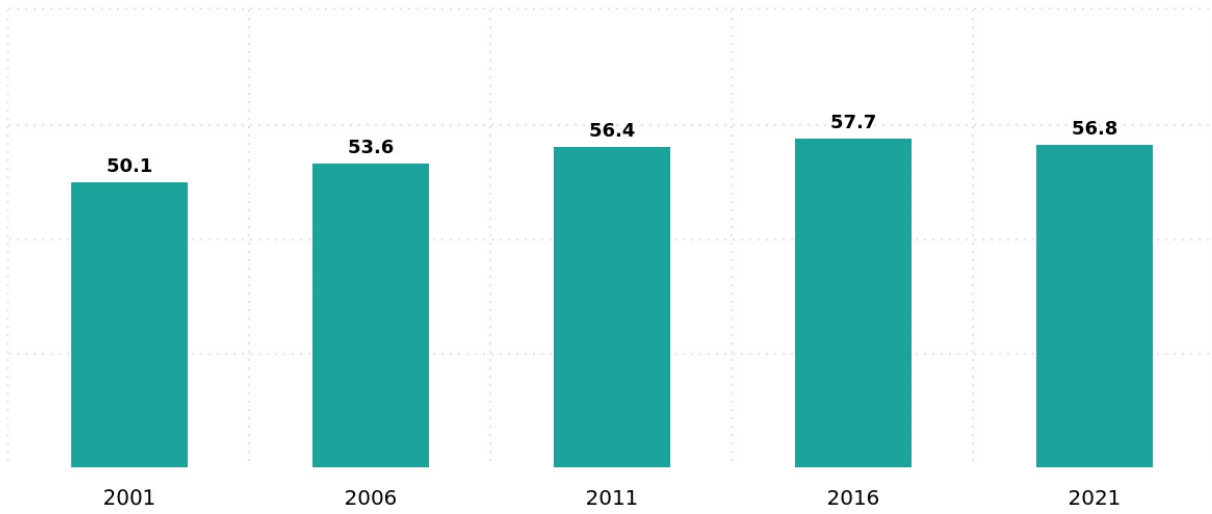


The population graph is unusual in that so much of the population, (approximately 53%), is 55 years of age and older. This is also assumed to be an affect of Covid in that it was primarily older people who migrated from larger centres to more rural communities.

If the “bulge” in the graph moves 20 years to the right, what will be the impact to the Township in 2043?

It is also noteworthy how few females there are in the 15 to 34 years of age cohorts.

Median Age

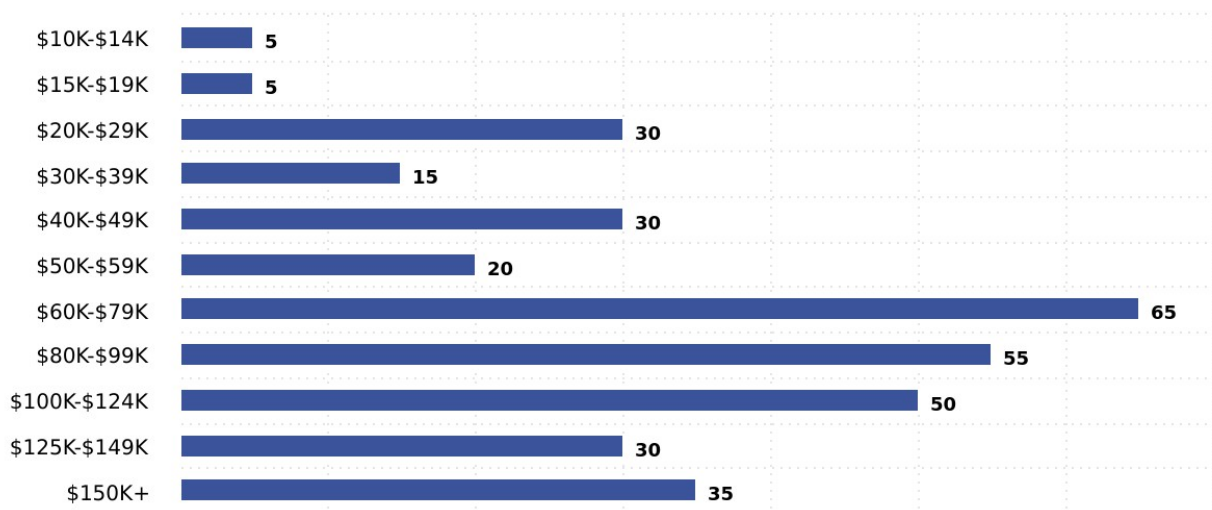


The median age indicates the age separating the population group into two halves of equal size. Most municipalities have seen a steady increase in the median age over the past 20 years. Billings Township is somewhat unusual in that the median age declined from 2016 to 2021.

HOUSEHOLD INCOME

The household incomes chart shows how many households fall in each of the income brackets specified by Statistics Canada.

Household Income

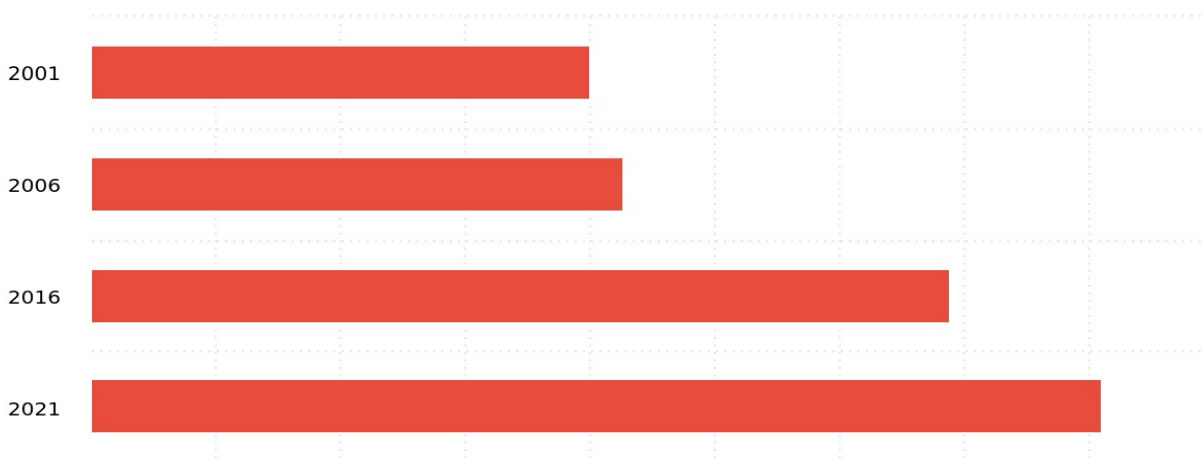


The median income indicates the income bracket separating the income earners into two halves of equal size. This table shows the median household income by province and territory in 2021.

Census Year 2021	Median Household Income Before Taxes
Canada	\$92,764
Newfoundland and Labrador	\$87,392
Prince Edward Island	\$74,210
Nova Scotia	\$76,797
New Brunswick	\$72,786
Quebec	\$77,306
Ontario	\$97,856
Manitoba	\$85,373
Saskatchewan	\$93,942
Alberta	\$125,522
British Columbia	\$90,354
Yukon Territories	\$98,739
Northwest Territories	\$134,794
Nunavut	\$115,823

The following table and chart show the increases in the median household income for Billings since 2001.

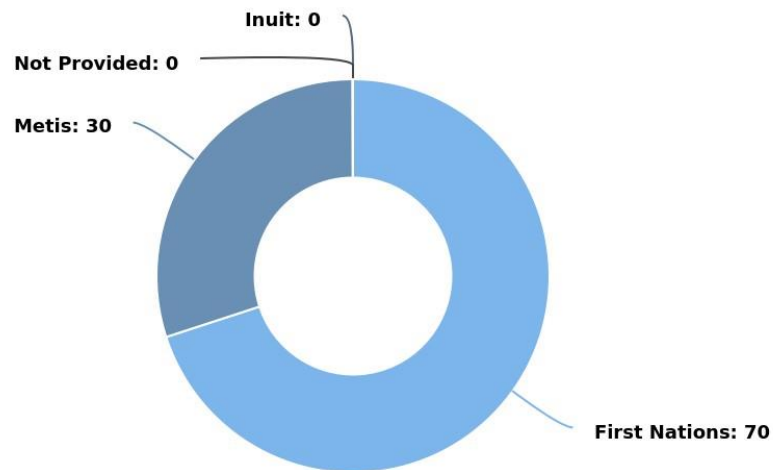
Median Household Income



Census Year	Median Household Income (Billings)	Percentage Increase since 2001
2001	\$40,038	
2006	\$42,733	6.73%
2016	\$68,779	71.78%
2021	\$81,000	102.31%

INDIGENOUS IDENTIFICATION

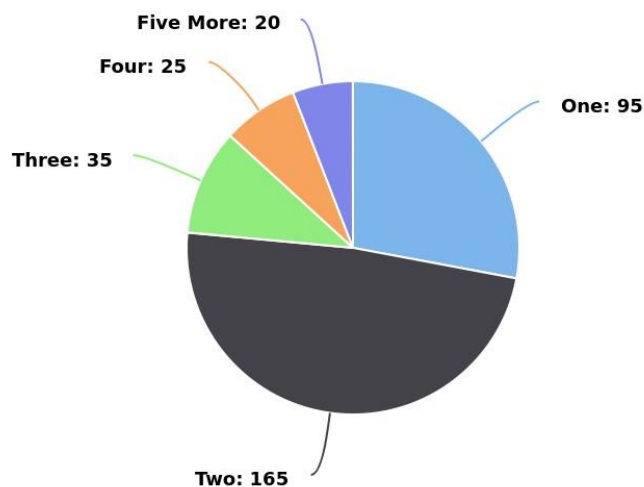
Indigenous Identification



Approximately 100 Billings residents identify as Metis or First Nations.

SIZE OF HOUSEHOLDS

Household By Size

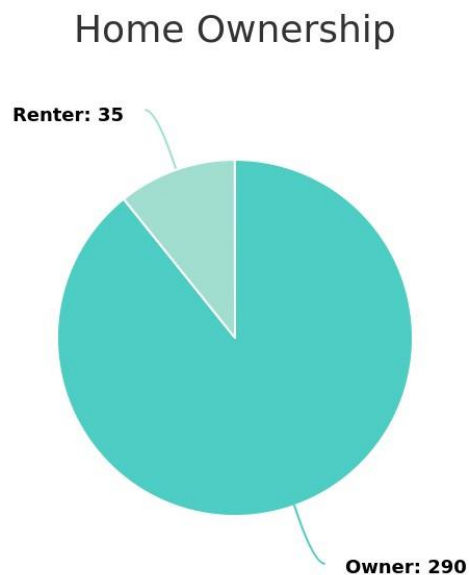
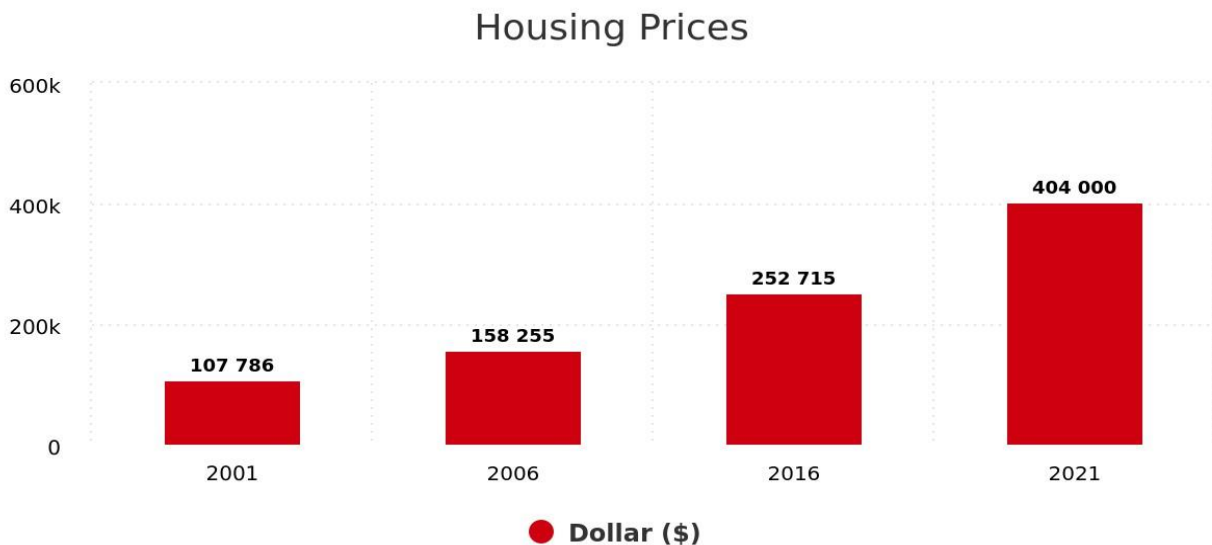


There are relatively few families in the Township of Billings, with over three-quarters of all households having one or two persons.

CHILDCARE

Childcare is a major challenge for municipalities across Canada. Lack of childcare options inhibits residential growth, limits the employment choices of parents, and causes a great deal of stress. A municipality that can resolve this challenge will have significant advantages over other municipalities.

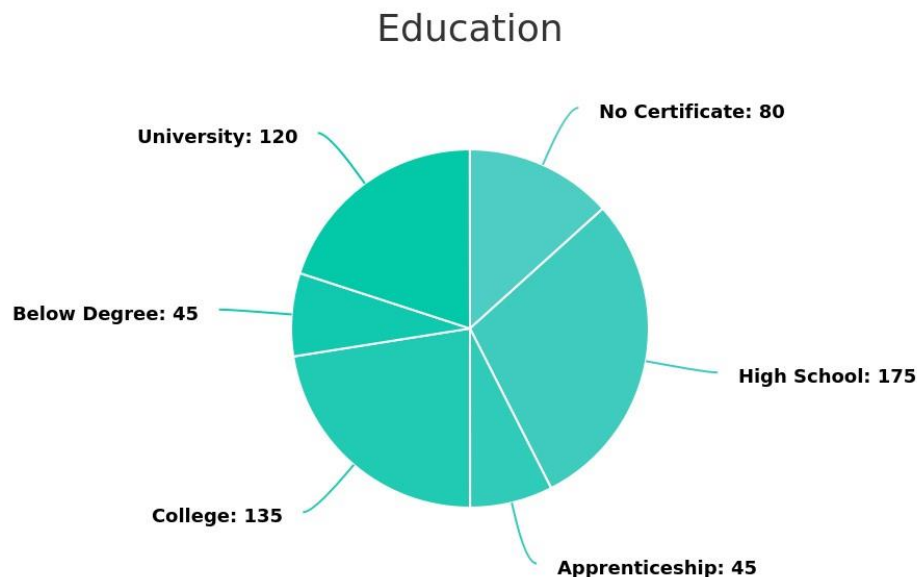
HOUSING



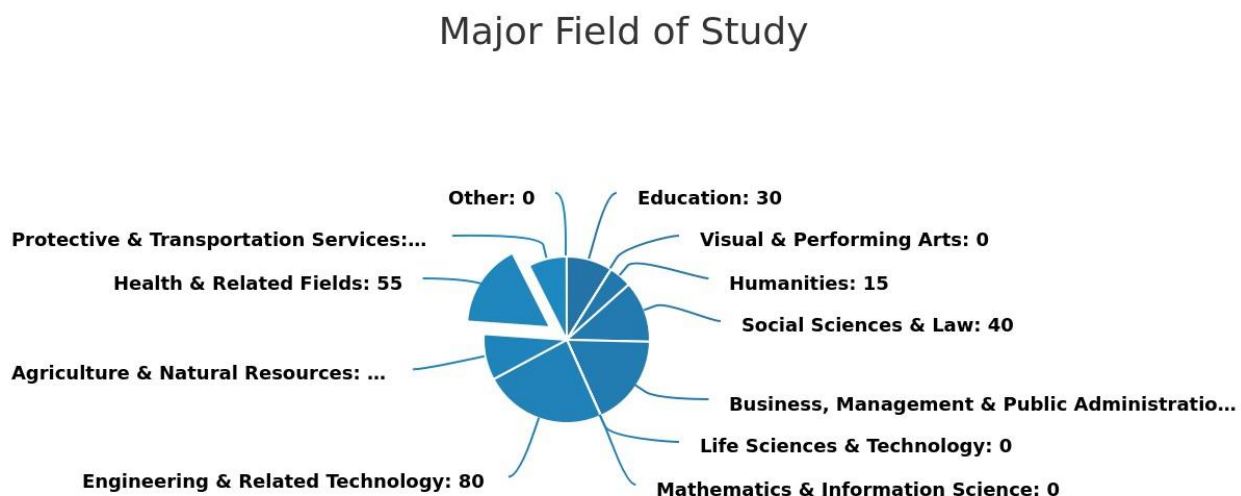
While housing prices are low in relation to other parts of Canada, there has been a significant increase in recent years. Most residents of Billings Township own their own home.

EDUCATIONAL ATTAINMENT

Educational attainment refers to the highest degree of education an individual has completed, and this chart shows the number of residents for each level of education.



The major field of study chart shows the predominant disciplines or areas of learning or training of a person's highest completed postsecondary certificate, diploma or degree classified by Statistics Canada.



HEALTH ISSUES

The Township of Billings has recognized multiple health issues in the Township, including:

- The life expectancy of Northern residents is more than two years lower than the Ontario average.
- Mental health and addictions are at a four-times higher rate for Northern residents.
- One in eight Northern residents does not have access to a family doctor, and many must travel long distances to access healthcare services.
- Communities in Northern Ontario require access to equitable health care, especially underserved rural and Indigenous communities.

TECHNOLOGICAL FACTORS

From one year to the next, technological change proves constant—and new technology brings both challenges and opportunities. Automation trends and innovations can make it challenging to meet the evolving expectations of ratepayers, provide training to help municipal staff adjust to new roles, and juggle the human impact of eliminating jobs to pay for automation.

- The technology boom of the early 21st century increased the quality of life for millions of people, making it easier than ever to access critical goods and services with a few taps on a phone. As a result, citizens have come to expect quick, efficient, and highly-responsive services — which local governments don't always have the resources to provide.
- A technologically connected world has increased cybersecurity threats, including the number of ransomware and malware attacks that public organizations experience. Many local governments invest in cybersecurity and other IT technology solutions to counter these attacks. Cloud-based infrastructure helps governments get up and running more quickly after a cyber attack — and with less data loss — than those that rely on physical servers alone.
- Paper-based workflows slow down government processes, making it challenging for municipal employees to do their jobs efficiently and effectively.
- Many parts of Canada do not have access to high-speed internet, reliable cell service, or the technology to have virtual meetings as more people work from home. Do all parts of Billings have sufficient capacity for high-speed connectivity?

ENVIRONMENTAL FACTORS

In an era of ecological crises and climate change concerns, it's more important than ever for municipalities to pay attention to environmental issues as they arise.

There is growing public concern about the impact of climate change. *“Municipalities have influence over roughly 50% of greenhouse gas (GHG) emissions in Canada. By adopting practices that reduce, remove or avoid GHG emissions and pursuing meaningful ways to adapt to changing climate realities, municipalities can improve their residents' quality of life while saving money in operating costs.”*

<https://fcm.ca/en/programs/municipalities-climate-innovation-program>

The Association of Municipalities of Ontario has published numerous reports on environmental stewardship. *“There are many municipal roles related to environmental stewardship. To illustrate, listed below are a few examples of AMO's environmental policy files.”*

Municipal Water Stewardship

Municipal governments across Ontario have a longstanding responsibility for protecting public health and the environment through water stewardship:

- *Municipal governments are responsible for delivering safe drinking water that meets exacting quality.*
- *Municipal wastewater treatment is also subject to high quality standards for treatment and effluent.*
- *Stormwater systems are built, operated, and maintained to contain and treat runoff to lakes and rivers.*
- *Source water protection regulations also assign municipalities responsibility for ensuring the protection of drinking water sources and municipalities work with their communities to ensure these sources are protected.*

Waste Diversion

Municipal waste diversion programs reduce the amount of garbage dumped in landfills and waste disposal sites. Municipal governments play a crucial role in ensuring that residential waste is properly managed to safeguard the health of our communities and our environment. This means ensuring that waste is managed safely, including litter clean up, managing residual waste in our wastewater treatment facilities, and through recycling and disposal programs. While significant progress has been made in developing integrated waste management systems that divert about half of Ontario's residential waste stream, household recycling has stalled, the amount of waste keeps increasing along with costs to manage it while municipalities have little control over the waste that is produced.

Extended producer responsibility (EPR) refers to a policy that places financial and operational responsibility for the end-of-life management of a product or packaging to those who produce it – such as manufacturers, packagers, or retailers. Municipal governments have been strongly supportive of EPR as it creates economic opportunities, incentivizes innovation, improves our environment, and reduces the burden on Ontario's taxpayers.

Climate Change

Climate change is a growing global concern, and its effects are being experienced on a local level, including across Ontario. When dangerous heat waves, flooding and storms occur, municipal services are often the first to respond. Combatting climate change has been a longstanding advocacy issue for AMO because municipal governments across Ontario are at the forefront of climate change adaptation and mitigation efforts. Over the years, municipal councils have declared climate change emergencies and developed climate change action plans to complement the municipal energy plans they are required to complete and help address the local impacts of climate change.

Environmental Assessment

Federal and provincial legislation on Environmental Assessment (EA) lays out the framework and process for evaluating the potential environmental effects of a project. AMO and municipal staff associations, including the Municipal Engineers Association (MEA), have long called for changes to streamline the EA process to make it easier and faster to undertake projects that communities need to increase prosperity while protecting important ecosystems and natural capital.”

<https://www.amo.on.ca/advocacy/energy-climate-change/municipal-environmental-stewardship> (abridged to shorten the length of the article)

SEPTIC SYSTEMS

Much of the Township relies on septic systems. Aging septic systems can be problematic, particularly near lakes and rivers. The Federation of Ontario Cottagers Associations (FOCA) has been advocating for mandatory re-inspection programs.

“In Ontario, on-site sewage systems are regulated by the Building Code Act, 1992 and the Ontario Building Code (O. Reg. 332/12). Enforcement is carried out by designated Principal Authorities (Municipalities, Conservation Authorities or Health Units). Municipalities may, through an agreement, delegate the responsibility for oversight of septic systems to Conservation Authorities, Health Units or upper-tier municipalities. Ontario’s Building Code was amended by Ontario Regulation 315/10 to provide the legislative authority for on-site sewage system maintenance inspections. Mandatory inspections occur along the shorelines of Lake Simcoe and all provincial source water protection areas, as defined in the Clean Water Act (that is, areas that directly influence municipal water systems, wells or surface water intakes). For these systems, re-inspections are mandated every 5 years, with 3rd-party certificates of compliance being permitted by the principle authority, in some cases. According to provincial data released in 2018, of the 5,048 sewage systems that fit this classification, 95% received mandatory inspections. Less than 2% were found to require major maintenance, while 9% required minor maintenance.”

- *“Education is key to a successful municipal re-inspection program.*
- *Volunteer programs are unlikely to reach the systems most in need of re-inspection!*
- *Residents may fear the cost of needed repair will be overwhelming.*
- *Many older systems are not itemized in municipal records.*
- *There will always be some residents in favour of re-inspection programs, and other residents opposed.*
- *Septic re-inspection programs only find failures or deficiencies that already exist.*
- *Municipalities considering a re-inspection program do not need to reinvent the wheel.”*

<https://foca.on.ca/wp-content/uploads/2014/02/FOCA-Septic-Reinspection-Project-Report-FULL-DOCUMENT-2019-1.pdf>

WASTE MANAGEMENT

The Township's landfill site is currently over capacity. The Township has applied to the ministry for an expansion and approval would extend the lifespan by over 20 years. Consideration is being given to waste diversion strategies, including the establishment of a re-use centre. The Township is having discussions with other municipalities and Indigenous groups on Manitoulin Island about joint efforts.

LEGAL FACTORS

This PESTEL factor differs from its political counterpart because it focuses on current laws rather than potential ones. In order to maintain both integrity and sustainability, a municipality must observe evolving intellectual property, antidiscrimination, and privacy laws as well as numerous more traditional legal issues.

Municipalities face unique legal challenges as creatures of statute having to adapt to quickly changing provincial, national and even international regulatory contexts and market forces. Recent court cases in Canada have included cases related to the following issues:

- land acquisition, assembly and expropriation projects
- urban renewal and other projects combining land acquisition and land use planning
- brownfield redevelopment
- infrastructure and environmental assessment matters
- conservation authority matters
- cultural heritage designations and disputes
- development charges and other fees and charges
- other revenue tools and cost-sharing agreements
- municipal governance matters
- code of conduct and integrity matters
- opinions on municipal powers
- preparation of bylaws
- bylaw challenges
- cannabis retail, production and related matters
- emerging sectors such as autonomous vehicles, cutting-edge service delivery technologies, etc.

Many rural municipalities are now dealing with the relatively new issue of Short-Term Rentals such as Airbnb. A short, non-exclusive list of issues includes:

- taxes
- neighbourhood relations/quality of life
- land use/zoning
- safety
- garbage
- parking
- fire and building safety
- neighbourhood character

INTERNAL STAKEHOLDER ENGAGEMENT

Capital Park interviewed each member of Billings Township Council and each municipal manager as part of the Internal Stakeholder Engagement activities. Participants were asked the following questions:

- 1) Was there anything in Interim Report No 1 that:
 - Surprised you?
 - Concerned you?
 - Excited you?
- 2) What is your long-term vision, (approximately 20 to 25 years), for the Township of Billings?
- 3) In your opinion, what will be required for the Township to achieve your vision?
- 4) For the next five years, what are your top three priorities for the Township ranked in order of priority?
- 5) What innovative ideas or opportunities would you like the Township to pursue?
- 6) What would you change if you could improve or modify anything about the Township of Billings?
- 7) Is there anything else that you would like to tell us?

COUNCIL

The council members stressed the importance of engagement, collaboration, and sustainability while highlighting specific priorities and concerns to drive the Township of Billings toward a prosperous, inclusive, and environmentally conscious future.

INTERIM REPORT No 1:

- Surprised by data on First Nations population and median age.
- Concerns about housing prices, lack of childcare, and the impact of the paper mill closing in Espanola.
- Excitement about the potential increase in agricultural activities and the influx of younger families since Covid.

LONG-TERM VISION (20-25 YEARS):

- Restore Kagawong's vibrancy
- Revive agricultural activities
- Maintain a small-town feel
- Retain youth
- Improve healthcare
- Make Billings a progressive yet rural Northern Ontario town, fostering progress while preserving its heritage

STEPS TO ACHIEVE VISION:

- Foster stronger collaboration with Island municipalities, including First Nations, through direct contact at staff and political levels
- Utilize the Manitoulin Municipal Association as a vehicle for Island-wide progress

TOP PRIORITIES FOR THE NEXT FIVE YEARS:

- Capital Projects/Infrastructure improvement
- Waste Management - including landfill expansion and diversion
- Addressing climate change concerns, especially fear of wildfires

INNOVATIVE IDEAS AND OPPORTUNITIES:

- Focus on collaboration for better results
- Complete stalled projects like the waterfront development
- attract more businesses and tourists.
- Explore green energy utilization
- Maintain waterfront buildings
- Refurbish existing infrastructure

DESIRED CHANGES:

- Revitalize the main street for vibrancy; consider aesthetically pleasing building designs
- Improve family safety through speed limits
- Enhance food security through bylaws supporting local food production
- Establish committees for asset management and green initiatives

ADDITIONAL INSIGHTS:

- Concerns about the island operating in silos, emphasizing collaboration for a vibrant and progressive future
- Emphasis on environmental preservation, attracting healthcare professionals, and community engagement for sustainable growth
- Aim for a vibrant, environmentally conscious community, focusing on infrastructure, collaboration, and environmental sustainability
- Priorities include financial integrity, addressing parking issues, climate change initiatives, and resolving housing shortages

TOWNSHIP MANAGERS

The Township managers emphasize the need for realistic management, efficient communication, strategic prioritization, and partnerships to sustainably address infrastructure, funding challenges, and community expectations in Billings Township.

INTERIM REPORT No 1:

- Surprised by low number of families, high number of seniors, lower life expectancy, and lack of healthcare
- Concerned about the aging population and lack of healthcare
- Excited about short-term rentals and waste management/diversion initiatives

LONG-TERM VISION (20-25 YEARS):

- Focus on providing essential services consistently at a reasonable cost, emphasizing basics like roads, water, waste management, etc.

STEPS TO ACHIEVE VISION:

- Prioritize funding on current infrastructure maintenance due to previous low taxes affecting funding levels
- Emphasize rehabilitation plans for roads, bridges, and community facilities

TOP PRIORITIES FOR THE NEXT FIVE YEARS:

- Improve current facilities and infrastructure to proper standards
- Increase service club/community group involvement to alleviate demands on the municipality
- Island-wide waste reduction initiatives

INNOVATIVE IDEAS AND OPPORTUNITIES:

- Embrace technology for staff efficiency and introduce self-serve programs for residents
- Encourage better understanding and management of public expectations

DESIRED CHANGES:

- Manage expectations realistically, communicate effectively, and focus on the longer-term picture beyond council terms
- Better communication with higher levels of government about rural challenges and limitations

ADDITIONAL INSIGHTS:

- Maintain functionality and sustainability, managing the township sustainably despite funding challenges
- Prioritize communication, asset management, and collaboration with other Island municipalities
- Foster partnerships for funding, focus on asset management, roads, waste management, and inter-municipal cooperation
- Improve understanding among residents about local government functionalities and explore practical revenue models

AREAS OF CONSENSUS

Council and staff have a shared understanding of critical issues such as infrastructure, communication, long-term planning, collaboration, sustainability, and managing expectations within the Township's leadership and management. The highlights include:

- *Infrastructure Improvement:* Both groups prioritize the improvement and maintenance of current infrastructure, including roads, bridges, community facilities, and waste management.
- *Communication and Managing Expectations:* There's a shared concern about managing public expectations. Both groups emphasize the importance of effective communication with residents about what services the municipality can realistically provide, given the limitations in funding and resources.
- *Long-Term Vision:* There's alignment regarding the long-term vision for the Township, emphasizing sustainability, functionality, and the provision of essential services in a consistent manner. Both groups recognize the importance of maintaining the Township's quality of life over the next 20 to 25 years.

- *Partnerships and Collaboration:* Both Council members and managers highlight the significance of partnerships and collaboration, whether it's internally between staff and council or externally with neighboring municipalities on the Island. This consensus underscores the recognition of the shared challenges and the need for collective efforts to address them.
- *Asset Management:* There's mutual acknowledgment of the need for improved asset management within the Township. Both groups emphasize the importance of prioritizing and maintaining assets to prevent unnecessary emergency projects and ensure cost-effectiveness in the long term.
- *Environmental Sustainability:* There's agreement on the importance of environmental sustainability, including waste reduction, green energy utilization, and eco-forward initiatives. Both groups recognize the need to integrate these practices into the Township's culture and operations.
- *Realistic Ambitions:* Both groups acknowledge the necessity of setting clear and achievable priorities rather than being overly ambitious. This aligns with the understanding that the Township must manage within its financial constraints while striving for sustainable growth.

DIVERGENT OPINIONS

While there's considerable alignment between the Township Council members and Township Managers, there are some notable differences in their perspectives.

- *Funding Priorities:* Managers emphasize immediate needs for infrastructure improvement due to previous low tax revenue, while Council members prioritize a broader range of initiatives like waste reduction and community group involvement.
- *Scope of Services:* Managers emphasize managing essential services within realistic funding constraints, whereas Council members express aspirations for a wider range of services, including more amenities, modernization, and expansion of offerings.
- *Approach to Innovation:* Managers stress challenges in being innovative within a small, rural community, while Council members express desires for technological advancements and exploring new ideas, especially in communication and inter-municipal cooperation.
- *Long-Term Vision Details:* While both groups agree on the need for a long-term vision, Council members express more specific desires for growth, amenities, and energy alternatives, while Managers focus on managing the township sustainably within current limitations.

- *Communication and Expectations:* While both groups agree on the importance of managing expectations, managers focus on realistic communication about services and limitations. Council members, on the other hand, are more focused on improving public understanding of local government functions and enhancing revenue models for small municipalities.
- *Asset Management Approach:* Both groups agree on the importance of asset management, but managers prioritize immediate improvements to existing assets, while Council members contemplate whether newer assets might be more cost-effective.

EXTERNAL STAKEHOLDER ENGAGEMENT

ONLINE SURVEY

The online survey was available to residents and other stakeholders from November 6th to December 15th, 2023.

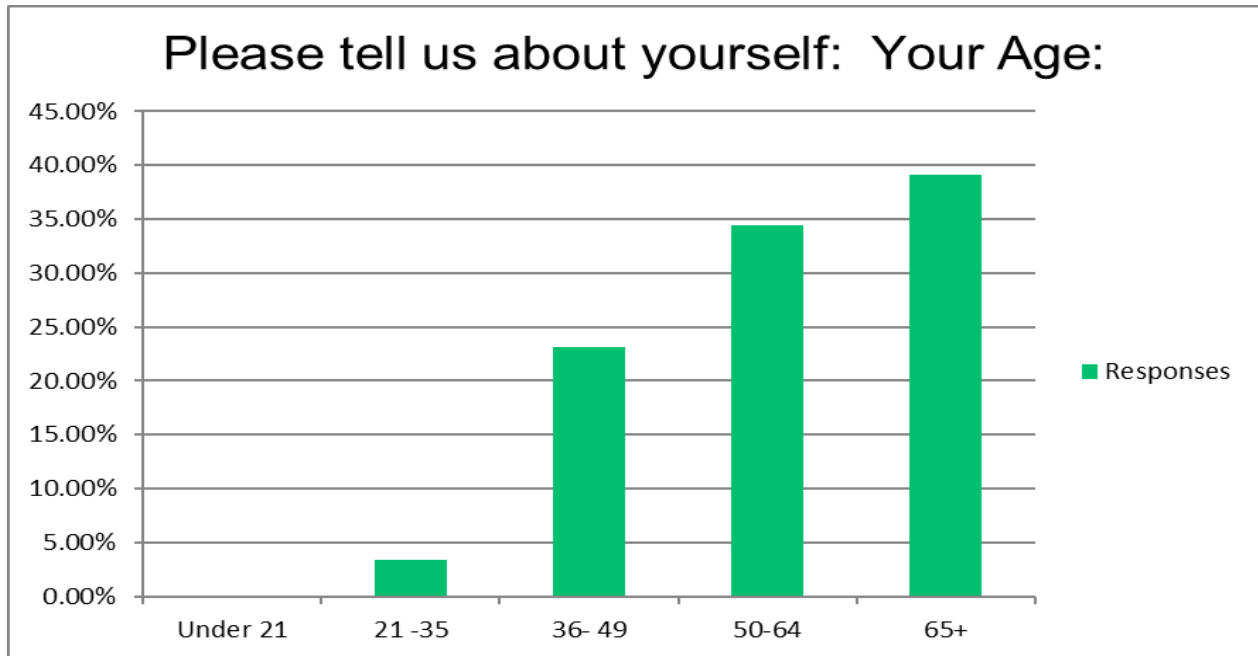
There were 239 responses. This is an exceptionally high response rate for a municipality with a population the size of Billings Township. This indicates effective work on the part of municipal staff and Council to promote the survey as well as a high level of engagement of residents.

Please note that respondents could skip questions, so the total number of responses is sometimes fewer than 239.)

The analysis of the survey in this section includes:

- A bar chart to show graphically the responses to questions
- For most questions, tables to show the number of responses and the percentage of the total responses
- An “Observations” section is provided for some questions. The observations do not repeat information that is readily discernible from the graphics and tables but provides more in-depth analysis if available and useful.

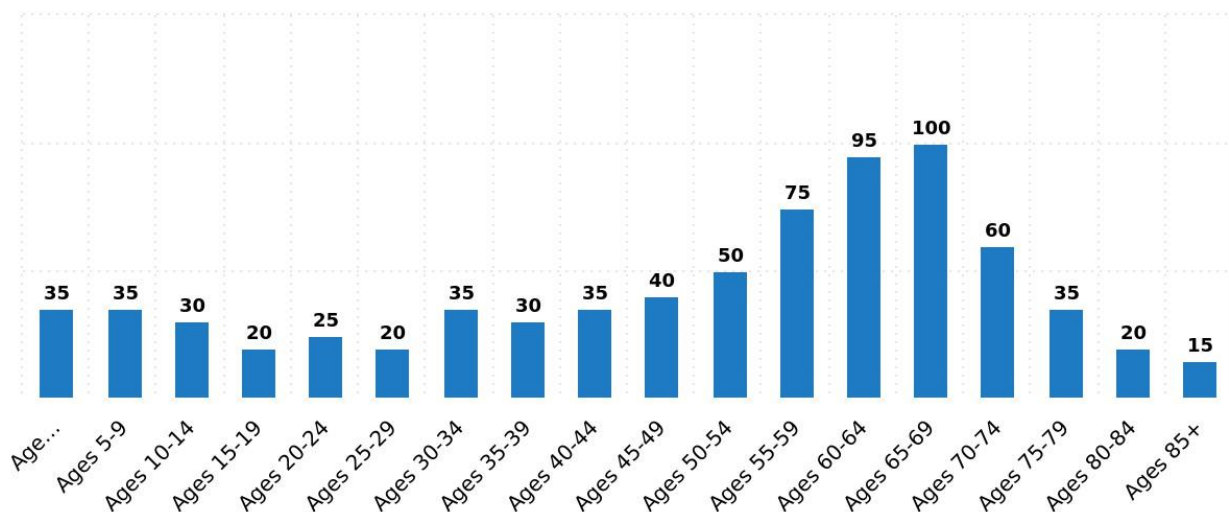
QUESTION 1: AGES OF RESPONDENTS



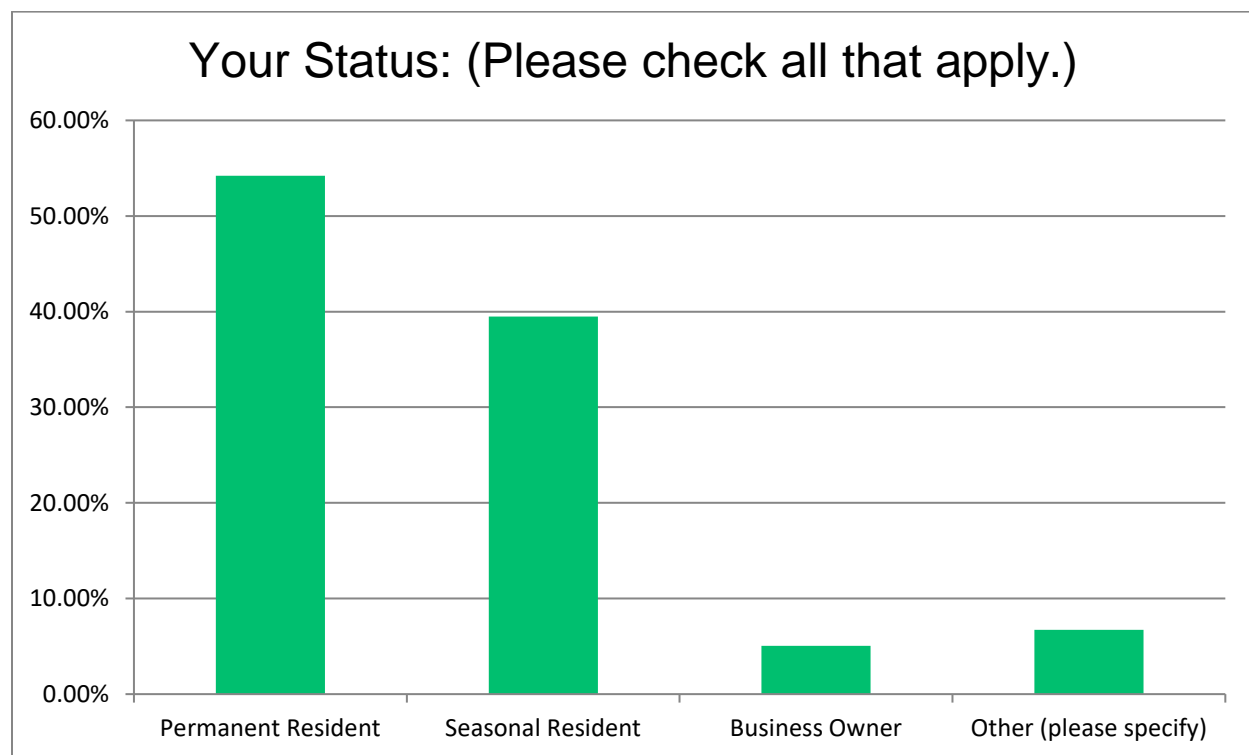
Observations

- The number of responses by age cohort appear to be reasonably close to the actual population by age cohort. (It was assumed that the Under 21 age cohort would be unlikely to respond.) Thus the survey does not appear to have been skewed by any one age group.

Ages



QUESTION 2: RESIDENTIAL STATUS

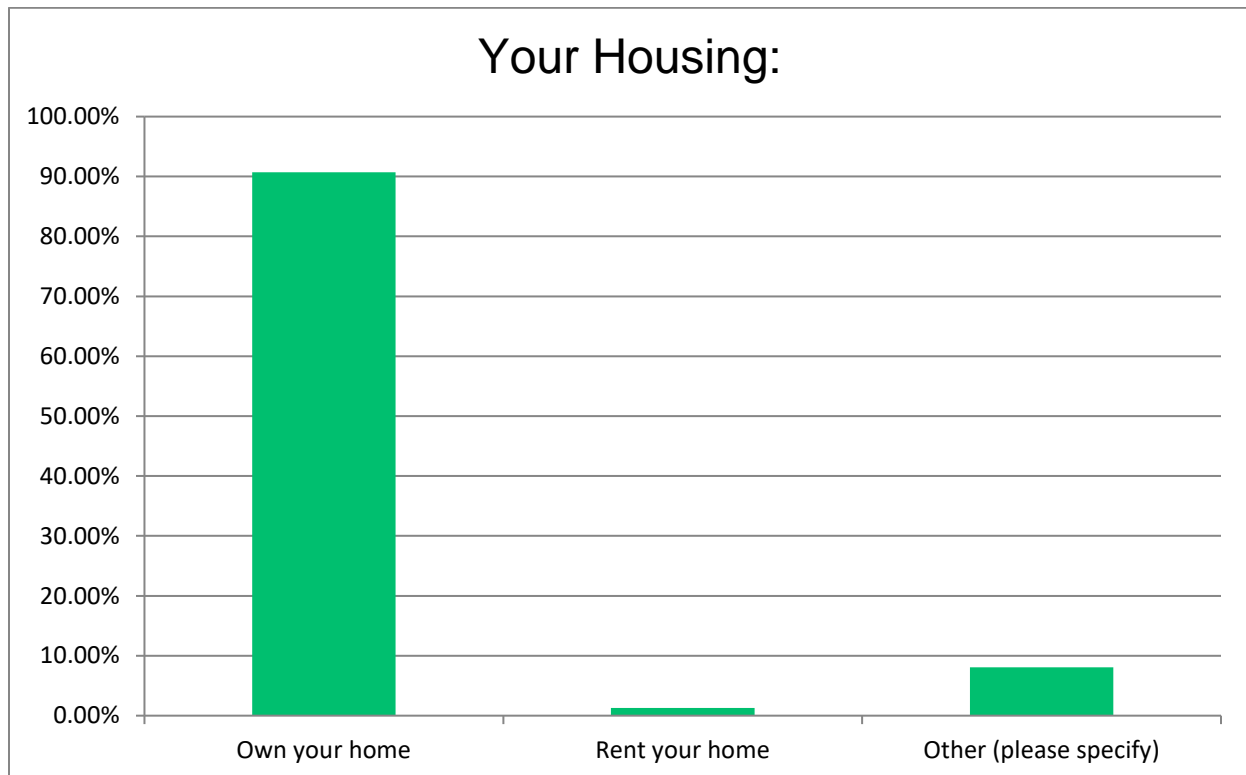


Answer Choices	Responses	
Permanent Resident	54.20%	129
Seasonal Resident	39.50%	94
Business Owner	5.04%	12
Other (please specify)	6.72%	16
Total		238

Observations

- It was encouraging to see that a significant number of respondents were seasonal residents. In similar surveys, permanent residents were more likely to respond, since they make more use of municipal services, were more likely to be aware of the survey, and are more likely to be engaged in local issues.

QUESTION 3: HOUSING



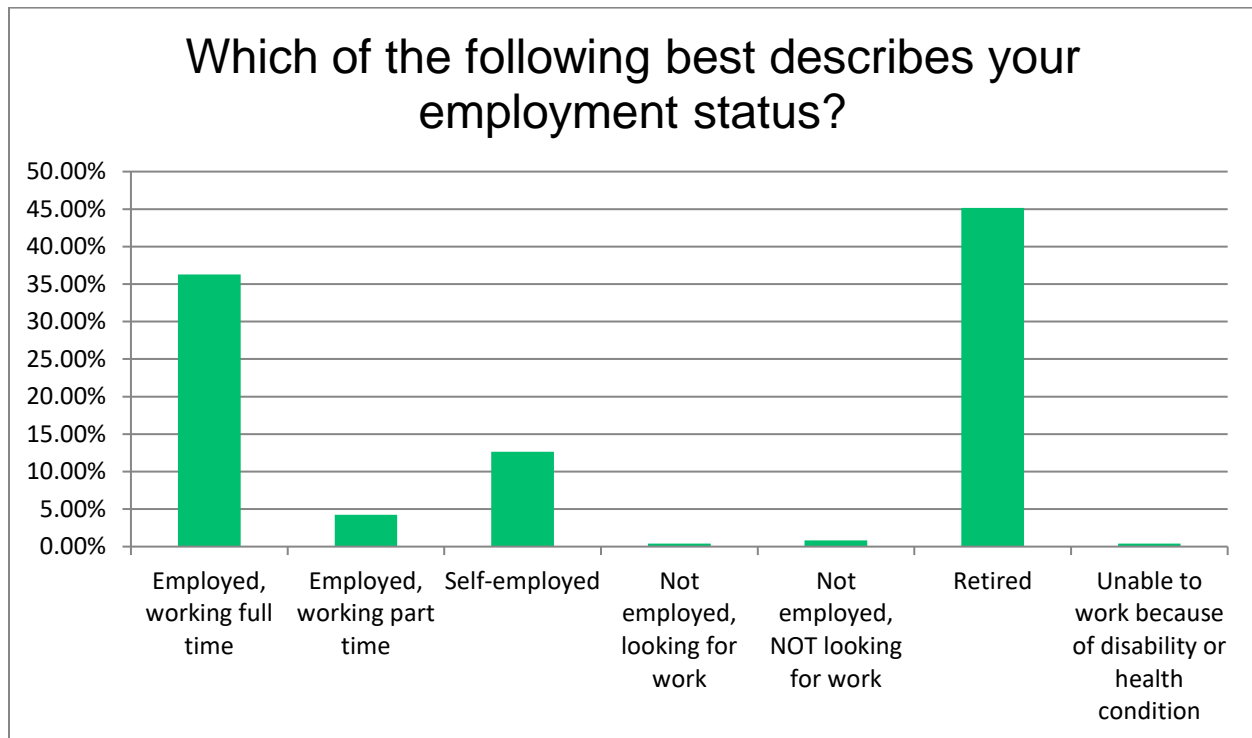
Answer Choices	Responses	
Own your home	90.68%	214
Rent your home	1.27%	3
Other (please specify)	8.05%	19
Total		236

Observations

The 19 “Other” responses were:

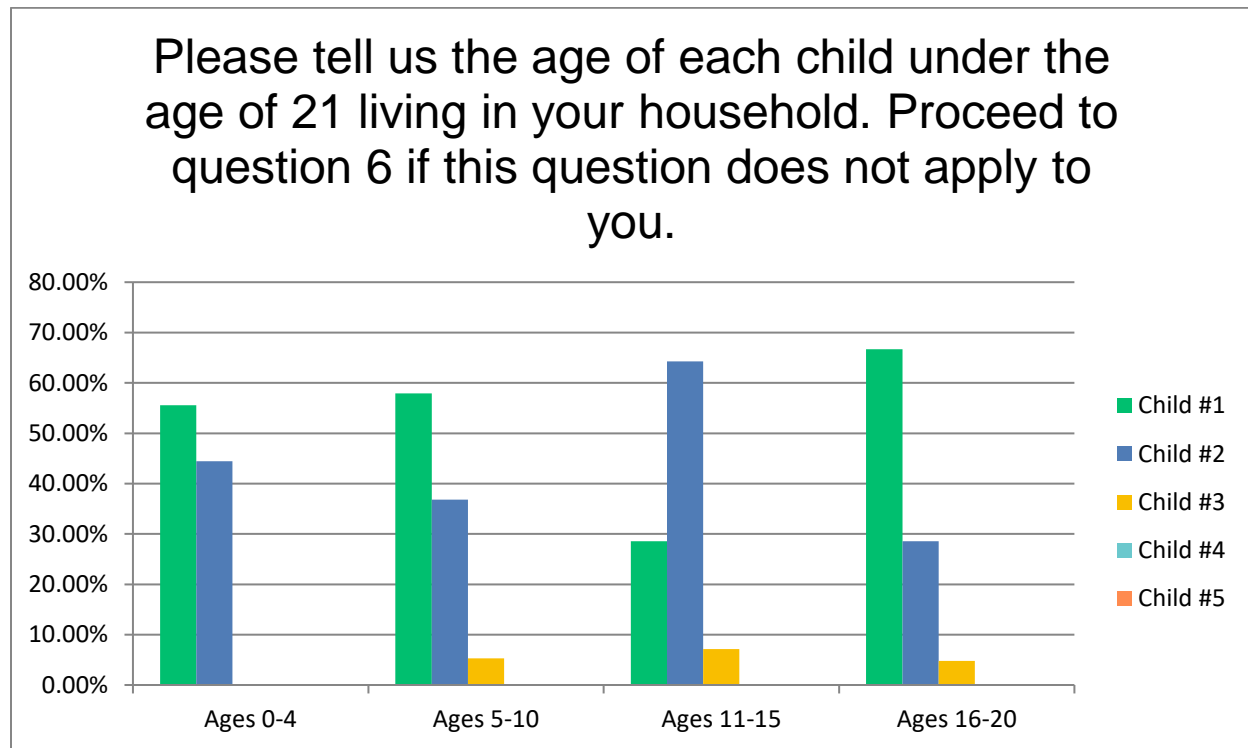
Residential Situation	Frequency
Work in Billings, but reside outside the community	6
Cottage/trailer/hunt camp/cabin	5
Both rent and own property	4
No house on property	3
Own home and a lot	1

QUESTION 4: EMPLOYMENT STATUS



Answer Choices	Responses	
Employed, working full time	36.29%	86
Employed, working part time	4.22%	10
Self-employed	12.66%	30
Not employed, looking for work	0.42%	1
Not employed, NOT looking for work	0.84%	2
Retired	45.15%	107
Unable to work because of disability or health condition	0.42%	1
Total		237

QUESTION 5: CHILDREN UNDER THE AGE OF 21

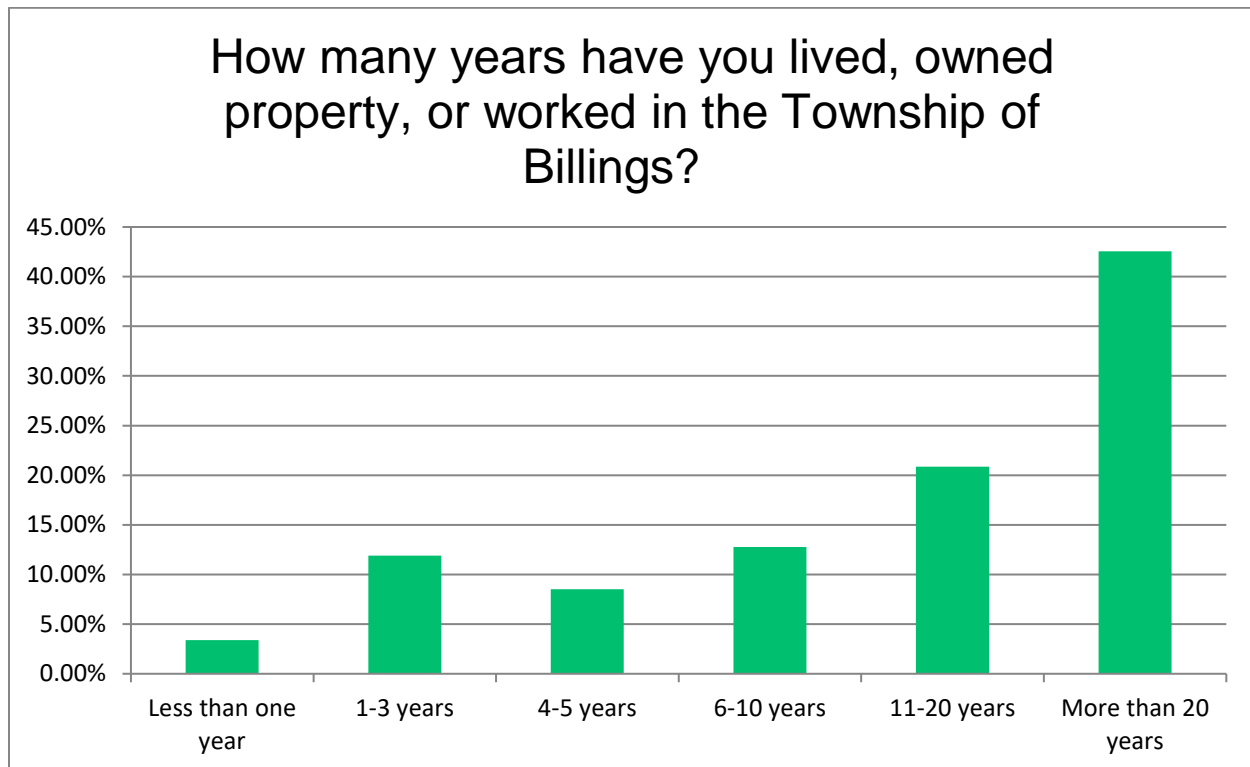


Please tell us the age of each child under the age of 21 living in your household. Proceed to question 9 if this question does not apply to you.						
	Child #1	Child #2	Child #3	Child #4	Child #5	Total
Ages 0-4	7	4	0	0	0	11
Ages 5-10	20	7	1	0	0	28
Ages 11-15	6	9	1	0	0	16
Ages 16-20	18	6	1	0	0	25
Total	51	26	3	0	0	80

Observations

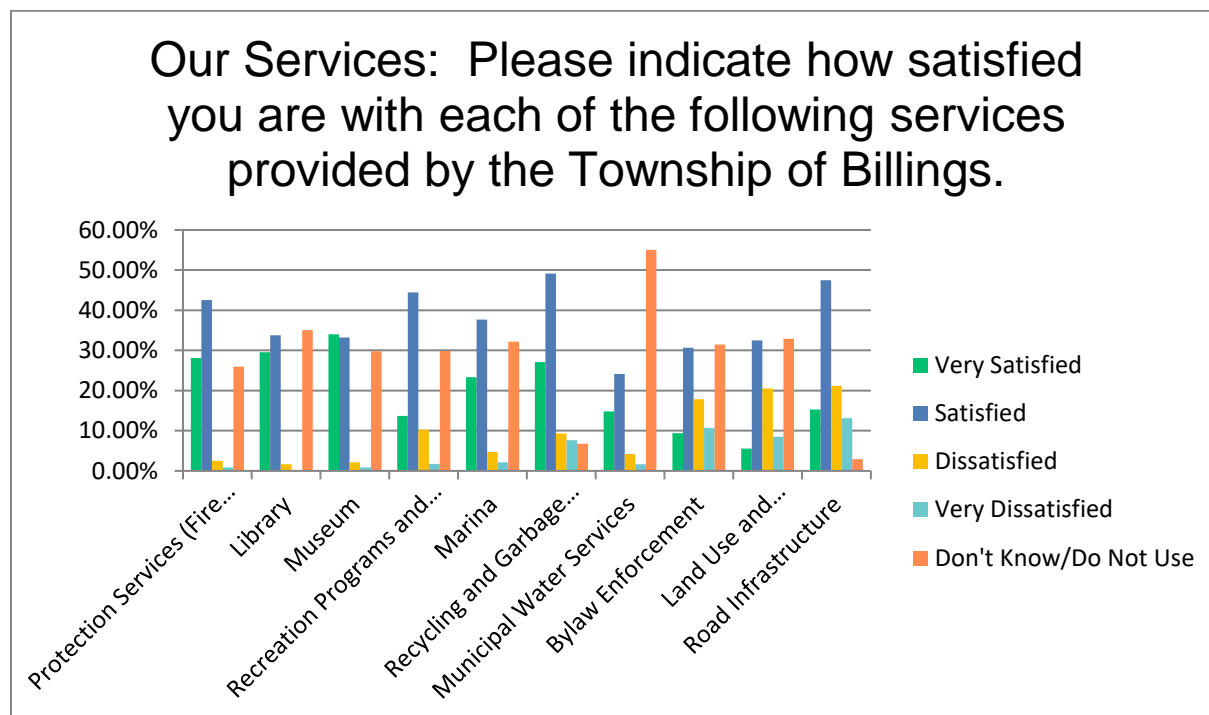
- A glitch in the survey required respondents with more than one child in the same age cohort to use the “Other” option. Their responses have been entered in the table but are not shown in the bar chart.
- There are no large families. Three families have three children; most have one child or two.
- Given the number of seniors in the community, the small numbers of households with children under the age of 21 is not surprising.

QUESTION 6: LENGTH OF RESIDENCY



Answer Choices	Responses	
Less than one year	3.40%	8
1-3 years	11.91%	28
4-5 years	8.51%	20
6-10 years	12.77%	30
11-20 years	20.85%	49
More than 20 years	42.55%	100
Total		235

QUESTION 7: SATISFACTION WITH TOWNSHIP SERVICES



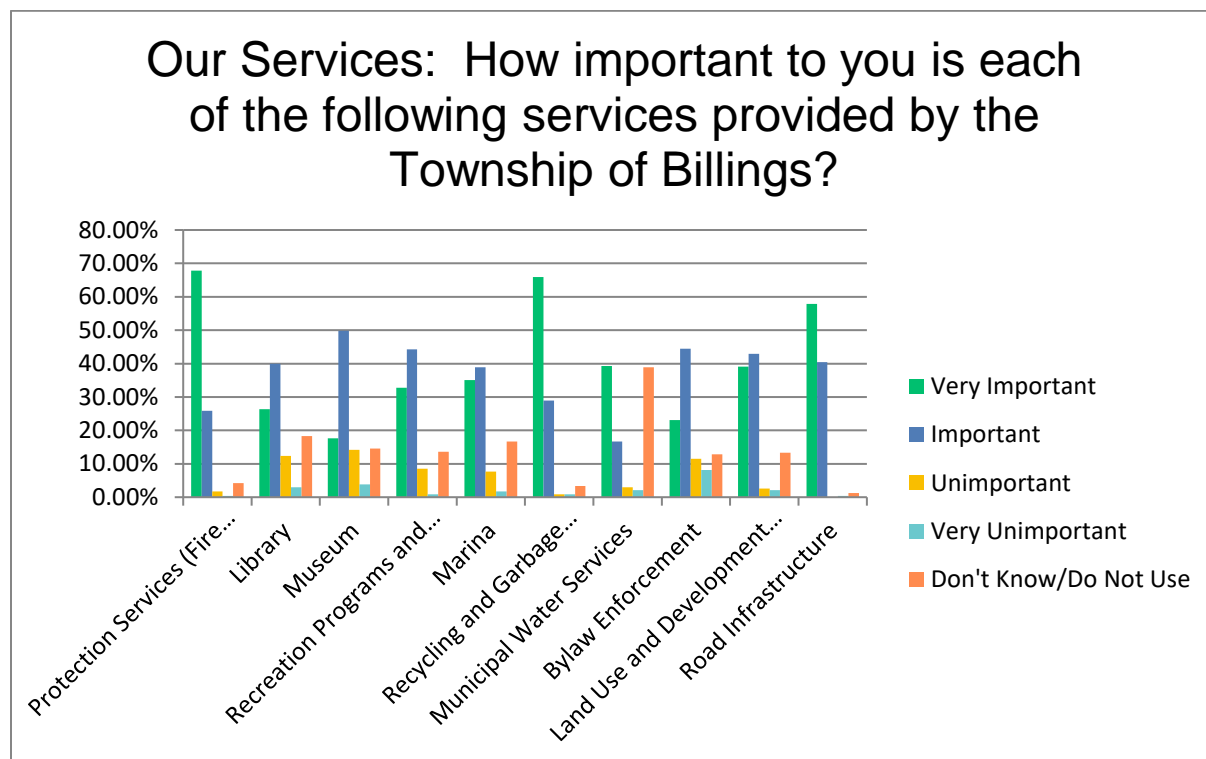
Observations

- Respondents could respond, “Don’t Know”, to services which they do not use. Thus, the number of respondents for a service ranged from a high of 229 responses for Road Infrastructure to a low of 106 responses for Municipal Water Services.
- It is easier to evaluate the data by combining the “Very Satisfied” and “Somewhat Satisfied” into one category of “Satisfied” and similarly combining the “Somewhat Dissatisfied” and “Very Dissatisfied” into a second category.
- The tables on the next page rank each service, first in order of the greatest number of respondents who are “satisfied” and then by the greatest number of respondents who are “dissatisfied”. Please note that the two rankings are not a mirror image of each other.
- It is noteworthy that there more satisfied than dissatisfied respondents for all services.

Ranked in order of Satisfaction			
Answer Choices	Satisfied	Dissatisfied	Total
Recycling and Garbage Services	180	40	220
Protection Services (Fire and Police)	166	8	174
Museum	158	7	165
Library	150	4	154
Road Infrastructure	148	81	229
Marina	144	16	160
Recreation Programs and Facilities	136	28	164
Bylaw Enforcement	94	67	161
Municipal Water Services	92	14	106
Land Use and Development Planning	89	68	157

Ranked in order of Dissatisfaction			
Answer Choices	Satisfied	Dissatisfied	Total
Road Infrastructure	148	81	229
Land Use and Development Planning	89	68	157
Bylaw Enforcement	94	67	161
Recycling and Garbage Services	180	40	220
Recreation Programs and Facilities	136	28	164
Marina	144	16	160
Municipal Water Services	92	14	106
Protection Services (Fire and Police)	166	8	174
Museum	158	7	165
Library	79	10	89

QUESTION 8: IMPORTANCE OF TOWNSHIP SERVICES



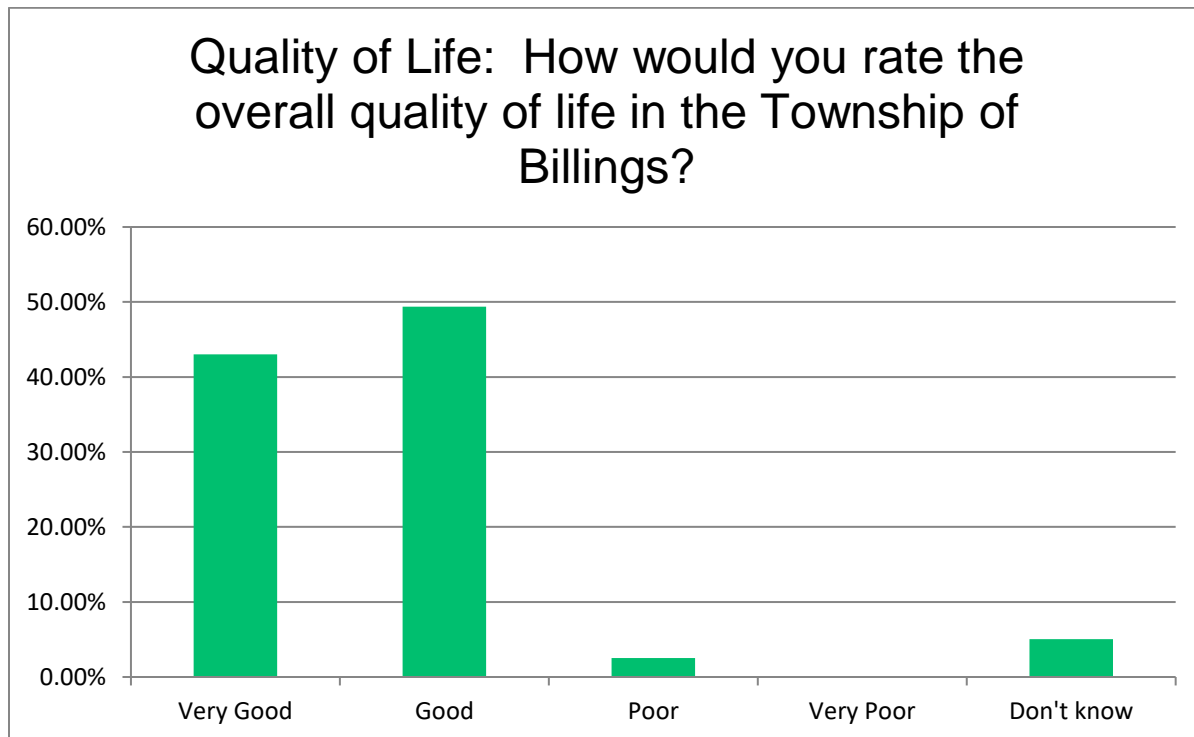
Observations

- Similar to the previous question, respondents could answer “Don’t Know” for some services.
- The “Very Important” and “Somewhat Important” answers have been combined as have the “Somewhat Unimportant” and “Very Unimportant” responses.
- The tables on the next page rank each service, first in order of the greatest number of respondents who rated a service as “Important” and then by the greatest number of respondents who rated a service “Unimportant”. Please note that the two rankings are not a mirror image of each other.

Ranked in order of Importance			
Answer Choices	Important	Unimportant	Total
Road Infrastructure	231	1	232
Recycling and Garbage Services	223	4	227
Protection Services (Fire and Police)	221	5	226
Land Use and Development Planning	191	11	202
Recreation Programs and Facilities	181	22	203
Marina	173	22	195
Bylaw Enforcement	158	46	204
Museum	157	42	199
Library	156	36	192
Municipal Water Services	131	12	143

Ranked in order of Unimportance			
Answer Choices	Important	Unimportant	Total
Bylaw Enforcement	158	46	204
Museum	157	42	199
Library	156	36	192
Recreation Programs and Facilities	181	22	203
Marina	173	22	195
Municipal Water Services	131	12	143
Land Use and Development Planning	191	11	202
Protection Services (Fire and Police)	221	5	226
Recycling and Garbage Services	223	4	227
Road Infrastructure	231	1	232

QUESTION 9: QUALITY OF LIFE

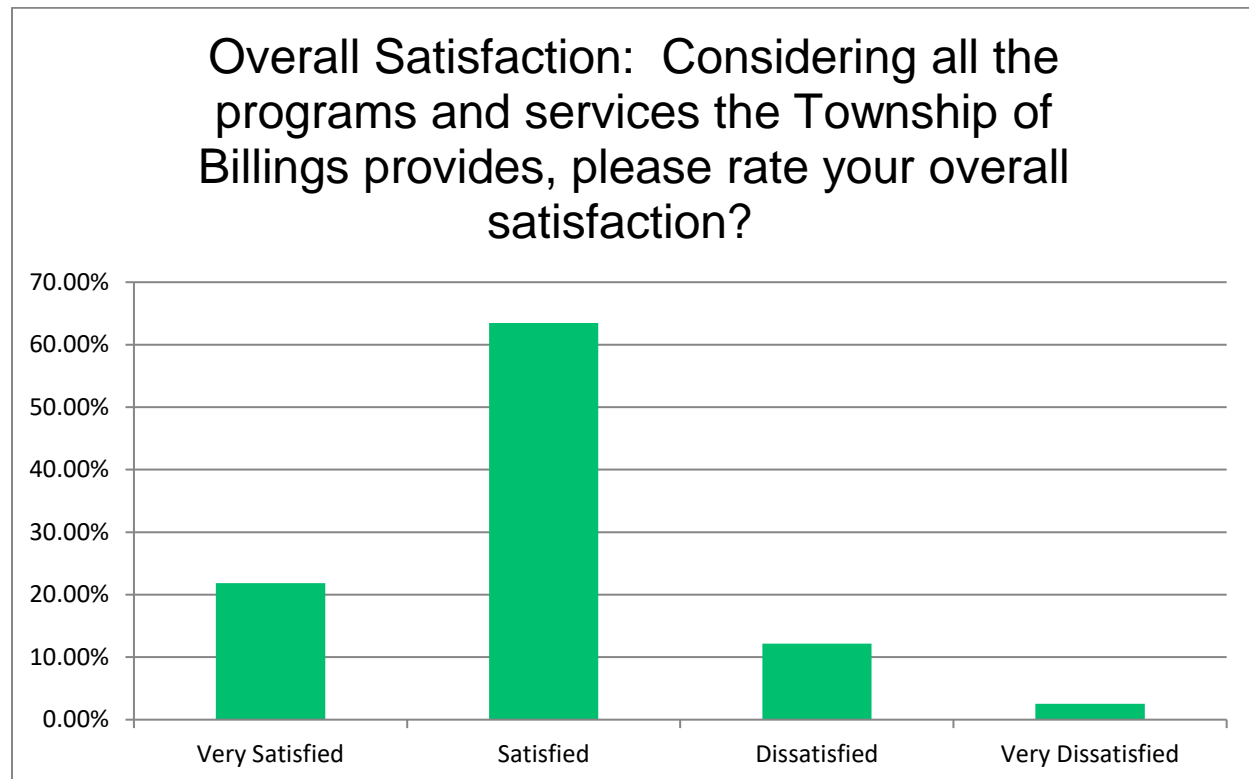


Answer Choices	Responses	
Very Good	43.04%	102
Good	49.37%	117
Poor	2.53%	6
Very Poor	0.00%	0
Don't know	5.06%	12
Total		237

Observations

- There were only six respondents who chose “Poor” and none that chose “Very Poor”. This is exceptional. Equally noteworthy is the large number of respondents who selected “Very Good”.

QUESTION 10: OVERALL SATISFACTION WITH TOWNSHIP SERVICES



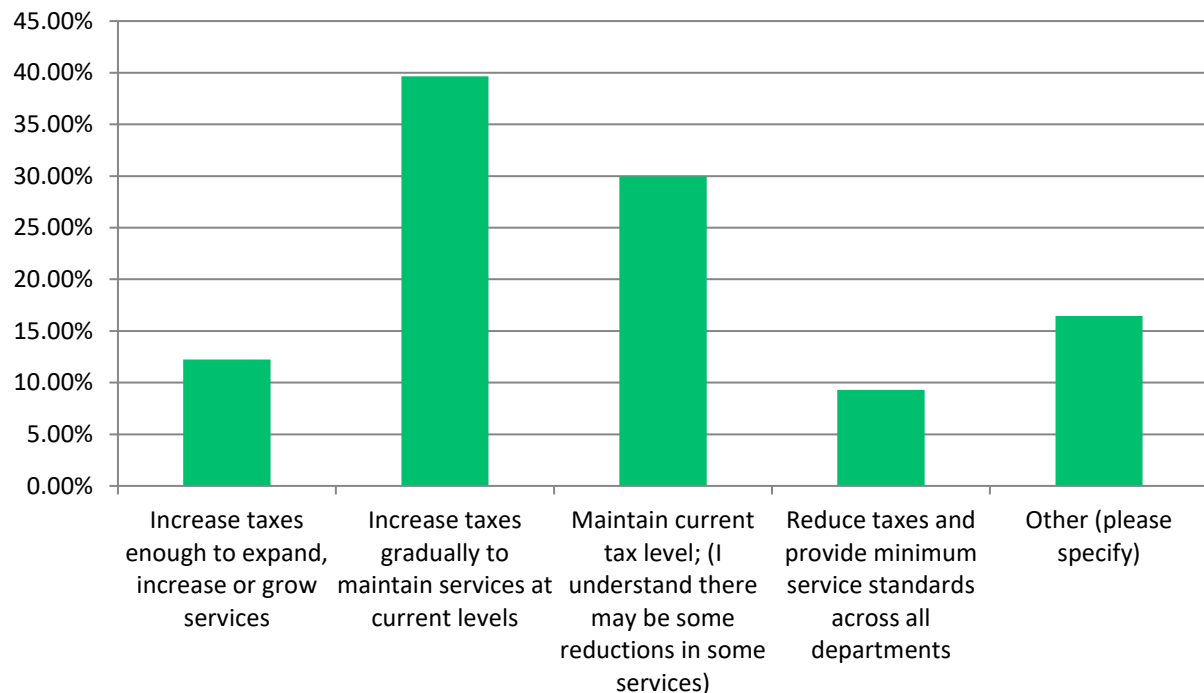
Answer Choices	Responses	
Very Satisfied	21.85%	52
Somewhat Satisfied	63.45%	151
Dissatisfied	12.18%	29
Very Dissatisfied	2.52%	6
Total		238

Observations

- Over 85% of respondents are Very Satisfied or Somewhat Satisfied with Township Services.

QUESTION 11: LEVEL OF PROPERTY TAXES

Municipal property taxes are the primary source of funds used to provide services in the Township. We must balance taxation and service delivery levels to deal with uncontrollable costs associated with maintaining current service levels. Which of the fo



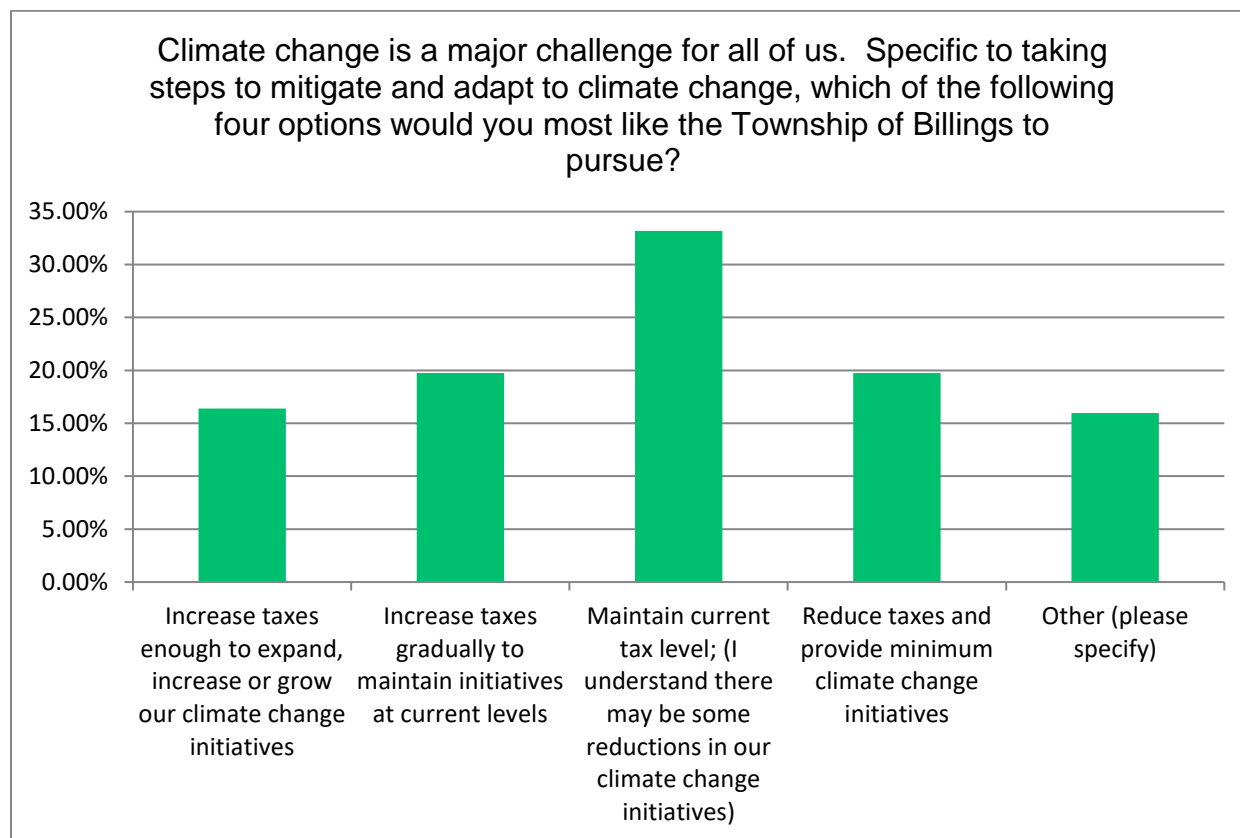
Answer Choices	Responses	
Increase taxes enough to expand, increase or grow services	12.24%	29
Increase taxes gradually to maintain services at current levels	39.66%	94
Maintain current tax level; (I understand there may be some reductions in some services)	29.96%	71
Reduce taxes and provide minimum service standards across all departments	9.28%	22
Other (please specify)	16.46%	39
Total		237

Observations

There were 39 “Other” responses that focussed on the following themes:

Theme	Number of Responses
Gradual/moderate tax increases	6
Fiscal responsibility	4
Township-wide focus on services	4
Rural road maintenance	4
Infrastructure improvements	3
Services for outlying/cottage areas	3
Planning for future sustainability	3
Criticism of past spending	3
Implementing affordable fees	2
Seeking additional funding/grants	2
Complaints about unused services/taxes	2
Access to utilities (water, hydro)	2
Value for taxes paid	2
Diverse business growth/tourism	2
Reassessment of property taxes	2
Citizen involvement in spending	1
Taxation based on tourism benefits	1
Shared services with neighboring towns	1
Selling unused township buildings	1

QUESTION 12: CLIMATE CHANGE



Answer Choices	Responses	
Increase taxes enough to expand, increase or grow our climate change initiatives	16.39%	39
Increase taxes gradually to maintain initiatives at current levels	19.75%	47
Maintain current tax level; (I understand there may be some reductions in our climate change initiatives)	33.19%	79
Reduce taxes and provide minimum climate change initiatives	19.75%	47
Other (please specify)	15.97%	38
Total		238

Observations

- Approximately 52% of respondents supported a general tax increase in the previous question, this dropped to about 36% to tax increases specifically for climate change initiatives.
- Only one respondent skipped this question, which indicates a high level of resident engagement on this issue.

- There were 38 “Other” responses that focussed on the following themes:

Theme	Number of Mentions
Doubt or denial of climate change	13
Opinion against taxing for climate change	10
Gradual/moderate tax increases for climate initiatives	8
Understanding or clarification of climate change initiatives	6
Disbelief in the seriousness of climate change	6
Inquiry about specific climate change initiatives and costs	3
Resident responsibility for climate change	3
Skepticism about municipal impact on climate change	4
Criticism of municipal practices affecting the environment	2
Calls for grants/applications for climate change initiatives	2
Taxpayer involvement in financial decisions	2
Waste management as a strategy for climate change	2
Alternative approaches with environmental impact in mind	1
Inadequate choices provided in survey	1
Considering tax redistribution for climate initiatives	1
Need for understanding long-term benefits of climate initiatives	1

QUESTION 13: OUR STRENGTHS

OUR STRENGTHS: If you were talking to someone from outside of the Township of Billings, please name up to THREE things you would tell them that make our township a great place to live?

Theme	Number of Mentions
Natural beauty	89
Friendly people/community spirit	78
Peaceful/Quiet	47
Access to nature/waterfront	36
Community activities/markets	29
Cleanliness/Maintained facilities	26
Small town feel/local identity	26
Bridal Veil Falls/trails	22
Safe community	21
Community engagement/volunteers	19
Outdoor activities/recreation opportunities	19
Municipal services/amenities	17
Low taxes/Affordable living	16
Cultural activities/arts community	15
Sense of community/neighborliness	14
Environmental consciousness	14
Marina/beaches	13
Proximity to services/commodities	13
Proximity to nature/landscapes	13
Historical/cultural heritage	12
Access to amenities/well-maintained facilities	11
Quiet/calm environment	11
Unique local businesses	10
Safety/Security	10
Community facilities	9
Wildlife/Natural habitat	8
Sense of peace/tranquility	7
Rural living/countryside	7
Natural resources	7
Location/Central positioning	7

Theme	Number of Mentions
Quality of life	6
Privacy	6
Close-knit neighborhood	6
Outdoor recreational opportunities	5
Scenic beauty	5
Sense of belonging/community involvement	5
Public spaces/parks	5
Responsive municipal staff/governance	5
Well-maintained roads	5
Central/local market	5
Access to lakes/rivers	4
Friendly and helpful staff	4
Recreational facilities	4
Sense of safety and security	4
Sense of community pride	4
Sense of history/tradition	4
Family-oriented community	4
Environmental preservation	4
Low pollution levels	4
Natural landscapes	3
Appreciation of natural resources	3
Availability of outdoor activities	3
Aesthetic appeal/visually appealing	3
Well-kept and clean environment	3
Heritage/Local culture	3
Sense of serenity/tranquility	3
Sense of community unity	3
Youth activities/opportunities	3
Engagement in community events	3
Good quality water supply	3
Unique landmarks/attractions	3
Opportunities for recreation	3

QUESTION 14: OUR OPPORTUNITIES

OUR OPPORTUNITIES: Please name up to **THREE** opportunities to make the Township of Billings an even better place to live.

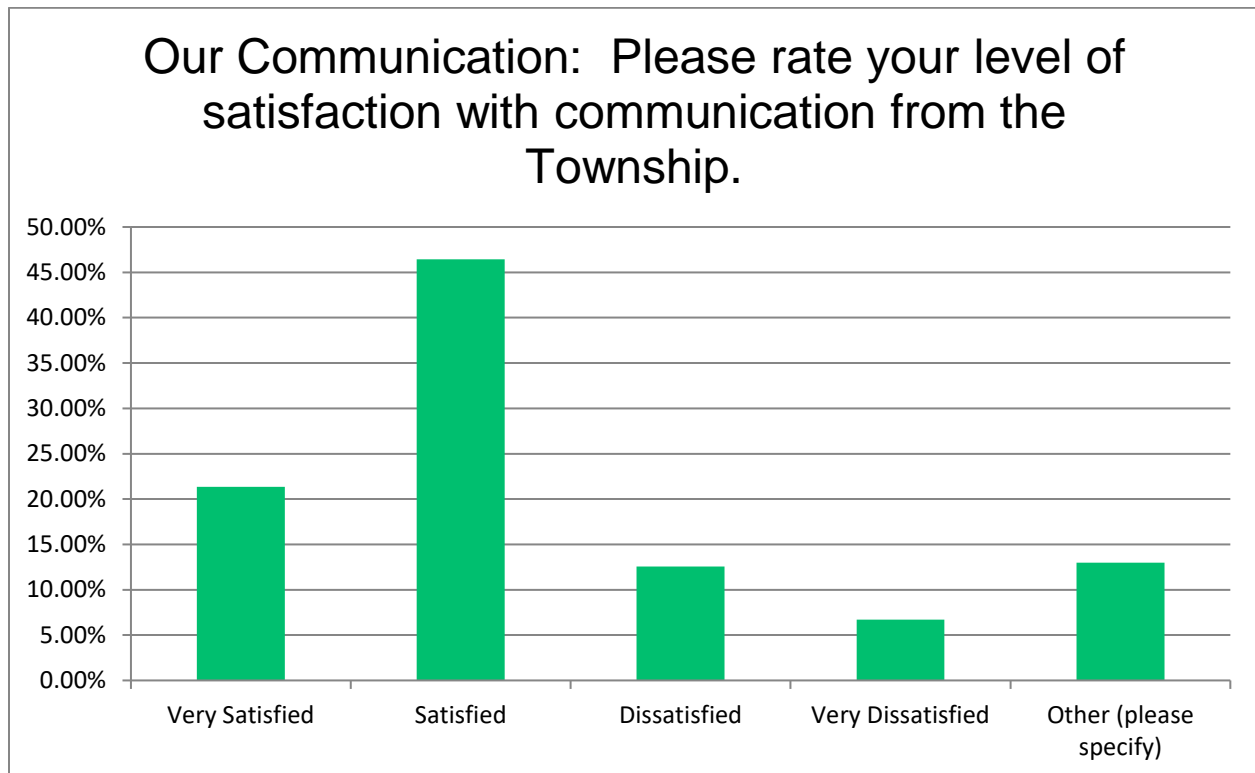
Opportunity	Description	Frequency
Infrastructure and Facilities Improvement	Suggestions for enhancing or building new infrastructure like roads, marinas, community centers, parks, and improving existing facilities.	59
Environmental Initiatives	Opportunities related to ecological and environmental improvements, such as tree planting, waste management, clean water initiatives, and wildlife preservation.	54
Business and Economic Development	Opportunities involving attracting businesses, improving economic freedom, expanding internet access, and supporting local businesses.	41
Community Services and Accessibility	Proposals to improve services like libraries, postal services, garbage collection, and accessibility to amenities for residents.	38
Sustainability and Environment	Ideas focused on sustainability, including green initiatives, recycling programs, reducing pollution, and preserving natural resources.	38
Community Engagement	Ideas about engaging the community through events, cultural activities, volunteer programs, and increased transparency in council decisions.	35
Tourism and Recreational Enhancement	Suggestions to boost tourism, create more recreational opportunities, develop hiking trails, and improve access to natural attractions.	33
Housing and Infrastructure	Opportunities concerning housing development, improvements in residential infrastructure, and addressing housing needs.	27
Cultural and Social Development	Suggestions to develop cultural centers, museums, arts, and social programs to enrich the community's cultural landscape.	25
Local Governance and Communication	Recommendations to enhance governance, transparency in council decisions, and improve communication between the council and residents.	24

QUESTION 15: OUR CHALLENGES

Our Challenges: When you get together with neighbours and relatives, please name up to THREE things about the Township of Billings that you most often say need to be improved.

Challenge	Description	Number of Mentions
Road Conditions	Potholes, inadequate road maintenance, especially on Lakeshore Road and Mud Creek Road.	57
Lack of Transparency	Desire for greater openness in township decisions and projects, dissatisfaction with transparency levels.	42
Services Availability	Inadequate access to essential services.	28
Environmental Issues	Concerns about waste management, recycling, and environmental preservation.	24
Bylaw Enforcement	Issues with excessive or unnecessary bylaws and enforcement actions.	23
Economic Development	Challenges in economic growth and lack of commercial development opportunities.	21
Waste Management	Concerns related to waste disposal, recycling programs, and efficient waste management.	18
High Taxes	Criticism of high taxation rates.	17
Communication	Complaints about ineffective communication between authorities and the community.	16
Housing Shortage	Insufficient available housing options.	14
Tourism Impact	Challenges from increased tourism, such as traffic and strain on local attractions.	13
Infrastructure Needs	General concerns about outdated or insufficient infrastructure.	12
Road Safety	Concerns about road safety hazards.	12
Bylaws Restrictiveness	Bylaws seen as too restrictive, limiting opportunities for development.	11
Lack of Activities for Specific Demographics	Inadequate activities or facilities for certain age groups (seniors, kids, etc.).	11
Municipal Staff Performance	Issues with the performance or perceived inadequacy of municipal staff.	10
Governance and Leadership	Criticisms of leadership attitudes and dissatisfaction with council decisions.	8

QUESTION 16: OUR COMMUNICATION



Answer Choices	Responses	
Very Satisfied	21.34%	51
Satisfied	46.44%	111
Dissatisfied	12.55%	30
Very Dissatisfied	6.69%	16
Other (please specify)	12.97%	31
Total		239

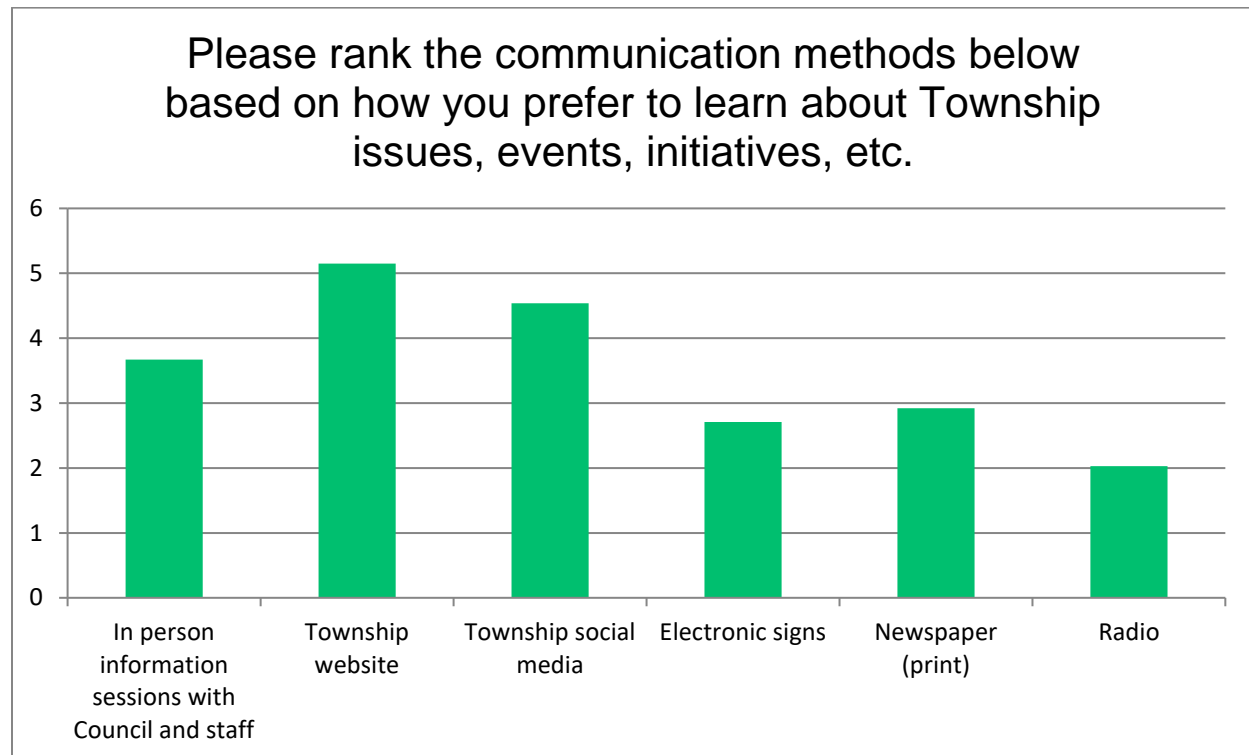
Observations

- The 31 respondents who selected “Other” made the following comments:

Issue	Description	Number of Mentions
Dissatisfaction with Communication	Expressions of dissatisfaction regarding communication issues, such as inadequate notifications, dissatisfaction with past communication strategies, and lack of clarity.	16
Receptivity to Taxpayers	Desire for the council to be more open and responsive to taxpayers' concerns.	10
Accessible Town Office Staff	Calls for better accessibility and responsiveness of town office staff.	9
Reliance on Facebook	Mixed opinions about the township's reliance on Facebook as a primary communication platform. Some feel excluded as they are not on the platform, while others suggest its more effective utilization.	6
Technology Usage	Recommendations to leverage modern technology like emails, video recordings of meetings, and using social media platforms other than Facebook for broader communication.	6
Newsletter Request	Requests for regular newsletters or updates via mail or email for better community/township news dissemination.	5
Notification Improvement	Suggestions for improvement in notifications regarding fire bans, water disruptions, and planned power outages.	5
Dissatisfaction with Past CAO	Specific dissatisfaction with past leadership regarding communication strategies and information dissemination.	3
Dissatisfaction with Council Actions	Dissatisfaction with council decisions and bylaws, citing lack of consultation and community involvement in decision-making processes.	3
Transparency Issues	Concerns about transparency in council activities and respectful treatment of townspeople, leading to volunteer resignations and avoidance of council meetings.	2
Accessibility to Non-Social Media Users	Recognition of potential communication gaps for those not using social media and suggestions to address this disparity.	2

Issue	Description	Number of Mentions
Consultation and Engagement	Advocacy for improved consultation with the community before implementing bylaws or changes and emphasizing the importance of understanding community needs.	2
Dissatisfaction and Lack of Clarity	Expressions of extreme dissatisfaction and frustration due to perceived non-existent or unclear communication from the municipal government.	2
Website Redevelopment	Requests for website redevelopment, prioritizing ease of access to information and higher visibility for crucial community updates and reports.	2
Transparency and Clarity in Information	Suggestions to enhance clarity in the provided information, such as the sequence of reports on the website and making vital information sources more visible.	2
Improvement in Communication	Acknowledgment of recent improvements in communication following changes in staff or administration.	2
Email Communication	Preference for email-based communication as an alternative to social media or traditional mail for better accessibility to information.	2

QUESTION 17: PREFERRED WAYS OF TOWNSHIP COMMUNICATION



Answer Choice/Rank	1	2	3	4	5	6	Total	Score
Township website	109	78	40	4	7	1	239	5.15
Township social media	68	68	58	23	13	9	239	4.54
In person information sessions with Council and staff	42	42	55	36	22	42	239	3.67
Newspaper (print)	11	27	34	57	79	31	239	2.92
Electronic signs	5	16	33	81	58	46	239	2.71
Radio	4	8	19	38	60	110	239	2.03
Total								239

QUESTION 18: RESPONDENTS' VISION FOR THE TOWNSHIP

Your Vision: What would you like to see in the Township of Billings in the next 25 years?

Answer Choices	Responses	
Answered	86.19%	206
Skipped	13.81%	33
Total		239

An analysis of the responses is provided below, with the most frequently mentioned issues discussed first.

- 1) *Infrastructure and Services Improvement*: Roads, winter maintenance, hydro extension, sewage services, and water infrastructure were frequently cited as essential for community development.
- 2) *Tourism Development*: Enhancements to the marina, waterfront, and tourist attractions to extend the tourist season and attract investment in retail, eating establishments, and accommodations.
- 3) *Environmental Preservation*: Emphasis on preserving natural wonders, rivers, green spaces, and maintaining consistent water levels at Lake Kagawong.
- 4) *Community Engagement*: More community events, fundraisers, theme nights, and active involvement in shaping community growth and development.
- 5) *Economic Growth and Job Creation*: Preference for locally-owned enterprises, attracting entrepreneurs, developing day care facilities, and housing units to retain younger residents.
- 6) *Government Transparency and Governance*: Reduced government involvement, transparent communication, balanced bylaws, initiatives supporting middle-income families, and protecting green spaces and shorelines.
- 7) *Community Support and Cultural Activities*: More events, activities, recreational facilities, support for local arts, libraries, and community gatherings to foster a diverse and vibrant community.
- 8) *Housing Development*: Affordable housing options for families, seniors, and young individuals, including rental options and community development.
- 9) *Sustainability and Social Equity*: Sustainable practices, food sovereignty, waste management, environmental respect, inclusivity, and social equity in decision-making processes.

FOCUS GROUPS

Focus groups were conducted virtually with four of the Township Committees. Participants were requested to read Interim Report No. 1, Document Review and Research, prior to the session. They were also given the following questions in advance of the session for their consideration:

- 1) Was there anything in Interim Report No 1 that:
 - Surprised you?
 - Concerned you?
 - Excited you?
- 2) What is your long-term vision, (approximately 20 to 25 years), for the Township of Billings?
- 3) In your opinion, what will be required for the Township to achieve your vision?
- 4) For the next five years, what are your top three priorities for the Township ranked in order of priority?
- 5) What innovative ideas or opportunities would you like the Township to pursue?
- 6) What would you change if you could improve or modify anything about the Township of Billings?
- 7) Is there anything else that you would like to tell us?

CLIMATE CHANGE AND LAKE KAGAWONG FOCUS GROUP

1) Reactions to Interim Report No. 1:

- Participants expressed surprise at the extent of the senior demographic.
- They were concerned about potential risks associated with uninspected septic systems.
- They were also surprised by the large number of households with only one or two people, since most houses have three or more bedrooms.

2) Long-Term Vision (20 to 25 years):

- Participants articulated a vision for maintaining the Township's unique rural character while extending trails, fostering community spirit, and addressing the challenges of an aging population.
- The goal is to sustain a healthy community, accommodating potential growth in a sustainable manner. The emphasis is on identifying and replicating the Township's unique appeal.

3) Requirements to Achieve the Vision:

- Achieving the vision requires meticulous long-term planning, protecting the environment, fostering economic development, and providing essential services such as high-speed internet.
- Infrastructure concerns, including water services, waste collection, and the high costs associated with maintaining roads and bridges, were highlighted.
- Collaborative efforts for seniors' accommodations, as demonstrated in the Habitat for Humanity project in Sudbury, were presented as innovative solutions.

4) Top Three Priorities for the Next Five Years:

- There was a strong consensus that the top priority is the need for better long-term planning.
- There should be well-thought-out plans for specific projects to respond swiftly to funding opportunities.
- Proactive infrastructure maintenance, including bridges and roads, is needed to avoid crises.
- Addressing essential needs like healthcare professionals, high-speed internet, and childcare, is of great importance for residents.

5) Innovative Ideas or Opportunities:

- Suggestions included establishing a community garden, creating a proper boat launch in a convenient location for tourists and residents, and expanding public trails while seeking guidance from the province on liability issues.
- The need for waste processing, greenhouse gas reduction, and a waste diversion strategy were also emphasized.

6) Improvements or Modifications for the Township:

- Forward-thinking strategies, such as a multi-purpose building for township offices, library, and gathering space, were proposed.
- Addressing the increasing need for healthcare professionals and safety concerns around falls and rivers, with improved signage, were highlighted.
- The importance of an active and improved township website for effective communication and community involvement was stressed.

7) Additional Comments:

- Concerns were expressed about potential environmental damage from uninspected septic systems.
- The need for an improved township website to enhance communication and community engagement was emphasized, recognizing the role of volunteers in supporting these efforts.

LIBRARY FOCUS GROUP

1) Reactions to Interim Report No. 1:

Surprises: The focus group found the housing deficit, as calculated by CMHC, to be unexpectedly substantial. Moreover, the disparities in life expectancy and mental health/addiction rates between northern and southern Ontario raised concerns among participants.

Concerns: Participants expressed apprehension about the risks associated with septic systems, particularly given the proximity of some residents' buildings to water sources.

Positive Findings: The thriving business community in Kagawong was a positive aspect highlighted by the group. Additionally, there was satisfaction in recognizing the presence of 100 First Nations residents, underlining the importance of inclusivity.

2) Long-Term Vision (20 to 25 years):

- The focus group envisions fostering a younger demographic in the Township by providing incentives for young individuals and families to stay, such as the implementation of high-speed internet infrastructure.
- Addressing the needs of the substantial senior population by facilitating aging at home with comprehensive support services and a continuum of care.

- Encouraging community engagement through recreational activities to counter recent trends of increased social isolation, potentially exacerbated by the COVID-19 pandemic.
- Advocating for a more active role by the Township in managing community facilities like the outdoor rink, potentially involving Public Works staff in maintenance tasks.

3) Requirements to Achieve the Vision:

- The group called for the development of additional programs catering to seniors in Kagawong, with the goal of reducing their reliance on traveling to Gore Bay for services.
- There was advocacy for a more forward-thinking and proactive approach by the Township, emphasizing strategic vision and planning.
- Concern was expressed for the Township's reactive tendencies, particularly in project applications, with a plea for consideration of long-term operational and maintenance costs.
- There were also expressions of concern regarding the perceived lack of vision in various Township projects, such as the Cedar Maze and the design and implementation of the new township logo. It was felt that there was no forethought on how the Cedar Maze would be maintained or whether the new logo would be effective in promoting Billings to tourists and newcomers.

4) Top Three Priorities for the Next Five Years:

- Prioritizing waste management improvements, with a focus on collaboration with neighboring townships and the expansion of recycling initiatives, including glass.
- Enhancing communication, community engagement, and the visibility of local leaders to foster transparency and trust.
- Addressing climate change concerns and providing regular updates to the community regarding progress and achievements in this domain.

5) Innovative Ideas and Opportunities:

- Advocacy for the establishment of a multi-use facility to replace aging and inefficient current facilities, citing previous proposals that addressed operational cost savings.
- Encouragement for the Township to attract and retain young families by investing in activities, a well-equipped library, and overall improving the quality of life.

6) Suggestions for Improvement:

- A desire for improved collaboration and communication within the Township, emphasizing the importance of synergy between council, staff, and community groups.
- Advocacy for increased visibility of council members within the community, proactive responsiveness, and efforts to rebuild trust.
- A call for enhanced communication practices, citing examples such as insufficient notice for tree removal and the restructuring of committees in 2018, which left lasting negative sentiments.

7) Additional Comments:

- Participants reiterated the paramount importance of addressing communication challenges to mitigate mistrust, with acknowledgment of positive changes facilitated by the new CAO.
- Emphasis on the critical role of clear and advanced communication to mitigate mistrust and foster community involvement.

MUSEUM FOCUS GROUP

1) Reactions to Interim Report No. 1:

The focus group generally found Interim Report No. 1 to be informative and aligned with their expectations. No surprising revelations were noted, but the confirmation of existing suspicions was seen as valuable. The group expressed a collective understanding of the challenges and opportunities facing the Township.

2) Long-Term Vision (20 to 25 years):

The focus group outlined a comprehensive long-term vision for the Township of Billings, emphasizing the preservation and enhancement of its historical infrastructure. Key points include:

- Maintenance and preservation of historical buildings such as the Park Centre, port, and marina.
- Upgrading public washrooms in the downtown.
- Ensuring the Park Centre remains a vital social hub.
- Planning for services to support the aging population.
- Balancing development in Kagawong to accommodate visitors while maintaining the village's quaint character.
- Ensuring new construction aligns with the historical character of the village.

3) Requirements to Achieve the Vision:

The focus group identified the following requirements to achieve their vision:

- Increasing commercial space and activities.
- Protecting older buildings from demolition.
- Enforcing bylaws that promote historical architecture.
- Encouraging partnerships for special programs; learning from successful partnerships like the museum and library collaboration during Canada's sesquicentennial.

4) Top Three Priorities for the Next Five Years:

The group highlighted the following priorities:

- Improving waste management practices and increasing recycling efforts.
- Optimizing water system usage, potentially reinstating a pay-for-use system.
- Implementing plans to upgrade downtown public washrooms.

5) Innovative Ideas and Opportunities:

The focus group suggested several innovative ideas:

- Transforming Kagawong into a "complete community" by upgrading existing infrastructure.
- Attracting more accommodations, eating establishments, and amenities for visitors and residents.
- Elevating Kagawong as a wedding destination with improvements to the Park Centre.
- Ensuring effective communication, follow-through on plans, and simplicity in the new strategic plan.

6) Suggestions for Improvement:

Participants expressed the need for improvement in the following areas:

- Enhancing communication within the community.
- Recognizing and acknowledging the contributions of volunteers.
- Addressing space concerns for the museum.
- Expanding parking downtown without sacrificing existing structures.
- Improving the beachfront area with additional amenities like picnic tables and cabanas.

7) Additional Comments:

- The focus group emphasized the importance of celebrating and preserving the rich history of Billings, encouraging a sense of pride and community.
- They urged stronger communication between the council, staff, and residents, emphasizing the need for face-to-face interactions.
- Additionally, they stressed the importance of a simple and actionable strategic plan that reflects the desires of the community.

PARKS, RECREATION AND WELLNESS FOCUS GROUP

1) Reactions to Interim Report No. 1:

- Participants were surprised by the gender and age distribution, particularly the notable difference between the number of men and women aging from 30 to 34.
- The small number of renters and the significant drop in the employment rate from 2016 to 2021 also surprised the group.

2) Long-Term Vision (20 to 25 years):

- The long-term vision emphasizes maintaining the Township's natural beauty, enhancing the landscape, and introducing more edible landscaping and local food sources.
- Key elements include expanding bicycle trails, creating more picnic areas, repairing and upgrading the marina, and preserving the quiet, peaceful, and pretty nature of Billings.
- The importance of respecting local architecture and avoiding overdevelopment was highlighted.

3) Requirements to Achieve the Vision:

- Achieving the vision requires transparency in decision-making, facilitated by live-streaming council meetings.
- Community-building events, grants, and acknowledging the importance of volunteers are crucial.
- The improvement of the township website, making the Park Centre more accessible for community use, and fostering inexpensive or low-cost gatherings were suggested.

4) Top Three Priorities for the Next Five Years:

- Promoting the reuse and repurposing of items at the landfill, addressing the issue of fees for garbage disposal, and advocating for a cleaner landfill.
- Implementing the refurbishment plan for the waterfront/marina, maintaining and enhancing green spaces, and concentrating on improving existing infrastructure.
- Introducing a free store concept to reduce landfill waste and enhance community engagement.
- Updating public washroom facilities
- Exploring opportunities for community meetings and recorded sessions.

5) Innovative Ideas or Opportunities:

- The suggestion of a free store concept was highlighted as a means to reduce landfill waste, providing residents and visitors with useful items.
- Emphasis was placed on finding ways to avoid liability, such as disclaimers, and implementing this idea through multiple sheds with different item types.

6) Improvements or Modifications for the Township:

- Participants expressed a desire to restore the marina's spirit and enhance recreational opportunities for children, by revitalizing the marina in a style similar to Meldrum Bay.
They suggested replacing artificial rocks in town with real ones and reinstating access to lookout points while repairing and reopening neglected trails.
- Protecting the lakeshore, particularly against destructive practices, was deemed important.

7) Additional Comments:

- Commendation was given for the township's efforts in the improvements along the river, including the construction of a beautiful new bridge and well-maintained trails. Participants emphasized the need for tailored township bylaws to meet the needs of a small, rural municipality.
Concerns were expressed about housing affordability for young people in the face of quadrupled prices over the past 20 years.
- The desire for continued character preservation and unique development planning for Billings was underscored.

CONSENSUS FINDINGS ACROSS FOCUS GROUPS

There was significant consensus across the focus groups on multiple issues, including:

- shared commitment to transparency
- environmental conservation
- infrastructure improvement
- community engagement
- addressing demographic challenges.

These insights will serve as valuable input for the Township of Billings in formulating a new strategic plan, policies, and initiatives that align with the collective vision and priorities of its residents.

1) Transparency and Community Involvement:

- Across various focus groups, there is a clear consensus on the need for increased transparency in decision-making processes. Residents express a strong desire to be involved in shaping the future of the Township.
- Live-streaming council meetings, community potlucks, and active engagement through events are recommended to foster a sense of community and improve communication.

2) Environmental Conservation and Sustainable Development:

- Participants consistently emphasize the importance of preserving the natural beauty of the Township.
- The shared vision includes maintaining green spaces, enhancing trails, and incorporating edible landscaping.
- There is a collective commitment to environmental conservation, expressed through concerns about waste management, recycling initiatives, and the need for a sustainable approach to infrastructure development.

3) Infrastructure Maintenance and Upgrades:

- Focus groups agree on the critical need for the maintenance and improvement of existing infrastructure. This includes the refurbishment of the waterfront/marina, updates to public washroom facilities, and the careful consideration of the aesthetics of new developments to ensure compatibility with the local architecture.
- Participants stress the importance of proactive planning and regular maintenance to avoid crises.

4) Community Engagement and Communication:

- The value of community engagement is unanimously acknowledged, with a call for more public meetings, recorded sessions, and an enhanced township website.
- Improving communication channels, including live-streaming council meetings, is seen as crucial to keeping residents informed and involved.
- The consensus emphasizes the need for user-friendly platforms that facilitate access to information.

5) Affordable Housing and Demographic Concerns:

- A shared concern emerges regarding the affordability of housing, especially for the younger demographic.
- Participants express a desire for diverse housing options, including smaller and more affordable homes.
- Demographic trends, such as the aging population and the impact on healthcare services, are recognized across focus groups as requiring strategic planning.

PUBLIC CONSULTATION SESSIONS

There were two public consultation sessions held on Thursday February 1st, 2024. One session was held during the afternoon and the other during the evening to enable as many residents as possible to attend.

The following agenda was used for both meetings.

- Welcome and Introductions
- Overview of the Project
- Document Review and Research
- Internal Stakeholder Engagement
- External Stakeholder Engagement
- Questions and Answers
- Next Steps

Following the presentation, participants made the following comments:

- There need to be year-round opportunities for young families if the township wants to retain them.
- We should be preparing for an aging population, with a need for seniors' residences and perhaps assisted living.
- The township should consider selling or donating land to facilitate construction of accommodation for seniors.
- There is a desire for council meetings to be streamed once the internet connectivity issues are resolved.
- Residents want to maintain the "small town feel" of the township.
- Participants place a higher priority on maintaining the infrastructure that they have rather than spending on providing more infrastructure, such as a large multi-use complex.
- Council should investigate partnerships for economic development, particularly to promote travel, tourism, events and festivals, Island-wide.
- There was commendation for the decision to spread the unexpected costs to repair the municipal water service over more residents rather than very high costs for fewer residents.
- There is a desire to have a proper boat launch outside of the Village of Kagawong.
- It was emphasized that the Township of Billings is larger than just the Village of Kagawong.

PLANNING SESSION

On February 2nd and 3rd, 2024, the members of the Township Council and senior administrative staff met for a planning session facilitated by two Capital Park consultants. The sessions used the following agendas.

Friday February 2, 2024

Start	Duration	Description	Notes
9:00 AM	15 minutes	Introductions	Around the table
9:15 AM	10 minutes	Overview of the Project	Presentation
9:25 AM	20 minutes	Notes from Research and Stakeholder Engagement Activities	Presentation and discussion
9:45 AM	25 minutes	SWOT Analysis	Breakout groups
10:10 AM	20 minutes	SWOT Analysis	Plenary presentations & discussion
10:30 AM	10 minutes	COFFEE BREAK	
10:40 AM	15 minutes	What makes a great Strategic Plan?	Presentation
10:55 AM	45 minutes	Review of exemplar municipal strategic plans	Breakout groups
11:40 AM	20 minutes	Findings from review of exemplar strategic plans	Presentations/Discussion
Noon	60 minutes	LUNCH	
1:00 PM	30 minutes	Strategic Plan Contents – Best practices	Presentation and discussion
1:30 PM	60 minutes	Mission and Vision Statements	Presentation and breakouts
2:30 PM	15 minutes	Values Statements	Presentation and discussion
2:45 PM	15 minutes	COFFEE BREAK	
3:00 PM	30 minutes	Best Practices for Strategic Priorities	Presentation and breakouts
3:30 PM	25 minutes	Plenary Report on Strategic Priorities	Presentation and discussion
3:55 PM	5 minutes	Wrap-up and next steps	Discussion
4:00 PM		Adjournment	

Saturday February 3, 2024

Start	Duration	Description	Notes
9:00 AM	15 minutes	Welcome and Recap of Yesterday	Presentation
9:15 AM	30 minutes	Strategic Actions	Breakout Groups
9:45 AM	30 minutes	Strategic Actions	Presentations and discussion
10:15 AM	30 minutes	Desired Outcomes and Targets	Breakout groups and presentations
10:45 AM	15 minutes	COFFEE BREAK	
11:00 AM	10 minutes	Turning Vision into Action	Presentation
11:10 PM	10 minutes	Desired Outcomes and Targets/KPIs	Presentation
11:20 AM	40 minutes	Capacity to Deliver/Resources Required	Discussion
NOON	LUNCH		
Afternoon	TBD	Contingency Time for Unfinished Business	
3:30 PM	20 minutes	Contents of the new Strategic Plan	
3:50 PM	10 minutes	Summary of Workshop Results and Next Steps	Discussion

SWOT ANALYSIS

SWOT is an acronym for **strengths, weaknesses, opportunities and threats**.

- Strengths are the things that an organization does particularly well, or resources and assets that it has, that distinguish it from others.
- Weaknesses are internal attributes and resources that an organization lack.
- Opportunities are a set of external circumstances that, with the right decisions, can grow an organization or put it in a favourable strategic position.
- Threats are external forces that constitute a risk to an organization.

The PESTEL analysis provided in the first interim report was a useful starting point to conduct the SWOT analysis for the Township of Billings. The results of the SWOT analysis, completed by the workshop participants, are shown below. It should be noted that an element can appear under more than one category, e.g. the township's location is a strength because of the natural beauty but can also be viewed as a weakness because it is far from major transportation networks.

<p>Strengths</p> <ul style="list-style-type: none"> • High level of community engagement • Small town charm • Friendly people; very welcoming • Strong staff with good work ethic • Natural assets/beauty • Great recreation; healthy living • Great trail system • Eco protection • Progressive • Openness in Council • Micro community • Artistic community • History and tradition • Recent increase in the number of young families • Active agricultural sector 	<p>Weaknesses</p> <ul style="list-style-type: none"> • Limited tax base • Small municipality; limits service and financial capacity • Huge infrastructure deficit • Failing equipment • Challenges with technology: internet, live streaming, programming, use of social media, causing the perception that there is a lack of transparency • Location • Small population • Lack of staff • Small number of very vocal nay-sayers
<p>Opportunities</p> <ul style="list-style-type: none"> • Collaboration with neighbours and First Nations • Expansion of water services to facilitate development • Expansion of tourism • Attract more entrepreneurs • Expand the promote the marina • Facilitate more commercial services and amenities near the marina • Room for improvement in township operations • Room for improvement in communications • Maintaining small town charm to attract and recruit more residents and businesses • Maintaining careful husbandry and management of finances and resources 	<p>Threats</p> <ul style="list-style-type: none"> • Misuse of social media • Retention of staff • Succession planning • Ability to keep up with trends, such as staff compensation • Costs of maintaining services • Demographic challenges, many seniors/few young adults • Environmental risks, e.g. wildfires • Threats to water, e.g. algae blooms • Climate change • Broader economy downturns • Provincial and federal policy changes • Provincial downloading • Lack of funding • Lack of housing • Democracy: changing attitudes about structure, guidelines, order, etc.

REVIEW OF EXEMPLAR STRATEGIC PLANS

The participants reviewed the Strategic Plans of other municipalities and identified the features that they liked and want to emulate, as well as the features to be avoided. These plans were selected for a variety of reasons, including:

- Some were from townships similar to Billings.
- Some plans had interesting formats or design features.
- And others had intriguing content or wording for some aspects.

Likes	Dislikes
<i>Township of Assiginack</i>	
<ul style="list-style-type: none"> • Good length 	<ul style="list-style-type: none"> • Appearance and layout mundane • Very general • Weak vision and mission statements • Too generic; reads like a template
<i>Municipality of Casselman</i>	
<ul style="list-style-type: none"> • Fabulous layout • Good pictures and graphics • Descriptions at the beginning of each strategic priority • Three impactful strategic priorities • Content of last page • History works as an advertising pitch to see the community • Short, simple and easy to read 	
<i>Central Manitoulin</i>	
<ul style="list-style-type: none"> • Strong vision and mission statements • Reasonable length 	<ul style="list-style-type: none"> • Weak format • Too many priorities • Does not hold the reader's attention • Not useful for staff
<i>Port Moody</i>	
<ul style="list-style-type: none"> • Simple layout and presentation • Strong vision and mission statements • Colour coding • Visually appealing • Only for core areas • Manageable • Easy to put out to constituents • Content of last page 	

Likes	Dislikes
<i>Town of Espanola</i>	
<ul style="list-style-type: none"> Nice font Good pictures Table of Contents Identified measures of achievement Summaries priorities and then provides more detail Graphic for access online (cell phone) 	<ul style="list-style-type: none"> Hard to read Unachievable
<i>Sioux Lookout</i>	
	<ul style="list-style-type: none"> Too low key Too general with no real detail Too many bullets Varying font sizes; should be bigger to make it easier to read

VISION, MISSION AND VALUES STATEMENTS

The participants:

- reviewed best practices for Vision, Mission and Value Statements
- examined examples of strong statements
- evaluated the current statements in Perth South's most recent strategic plan

VISION STATEMENTS

What makes a great Vision Statement?	Sample Vision Statements
<ul style="list-style-type: none"> Articulates the ideal future position, dream, grand purpose Succinct and easily understood, remembered Broad – covers all perspectives Inspiring and uplifting Requires “big thinking” – beyond what we can easily achieve 	<ul style="list-style-type: none"> A just world without poverty (Oxfam) A computer on every desk and in every home (Microsoft, 1980) Best training. Healthy residents. Unparalleled care. (RDoC) A better everyday life for the many people (IKEA) Transportation that makes Canada safe, healthy and prosperous (TAC)

Township of Billings' Current Vision Statement

Billings Township is a vibrant community where new people are excited to relocate and existing residents are happy to stay because of the sustainable economy, the artistic and cultural diversity, and the beauty of the environment.

Guided by the vision of its citizens, Billings Township is a safe and progressive community that practices environmental responsibility, provides dependable services, and maintains its rich cultural heritage.

The participants felt that the content of the current vision statement is fine, but the statement is too long. There was a consensus to develop a new statement that would be more memorable.

After considerable discussion, the following vision statement was adopted:

Inspiring a life well-lived. Naturally.

MISSION STATEMENTS

What makes a great Mission Statement?	Sample Mission Statements
<ul style="list-style-type: none"> • Describes what the organization wants to do and why • Outcome oriented • Inclusive and broad enough to be relevant to all constituents • Inspiring and uplifting message from Cobourg's decision makers to all stakeholders • As succinct as possible (fit it on a t-shirt?) – not always possible 	<ul style="list-style-type: none"> • Celebrating animals, confronting cruelty (Humane Society) • To empower every person and every organization on the planet to achieve more (Microsoft) • To inspire lifelong learning, advance knowledge, and strengthen our communities (New York Library) • To spread the power of optimism (Life is Good) • Making every day matter (Tri-County Mennonite Homes)

Township of Billings' Mission Statement

The Township of Billings does not currently have a mission statement. After considerable thought and discussion, the following mission statement was adopted:

Rich history; progressive future.

VALUES STATEMENTS

What makes a great Values Statement?

- Highlights an organization's core principles and philosophical ideals
- Is used to both inform and guide the decisions and behaviors of the people inside the organization
- Signals to external stakeholders what's important to the organization
- Should be memorable, actionable and timeless
- Short phrases are better than long paragraphs

The participants suggested that the following words are meaningful and could be used in a list of values:

- Responsible
- Diverse
- Beauty
- Inspired
- Peaceful
- Excellence
- Exceptional
- Government/governance
- Community
- Local
- Sustainable

Because of time constraints, it was agreed that Capital Park consultants would work with administrative staff to select a list of values for review by council in the draft strategic plan.

STRATEGIC PRIORITIES

The best practices in developing strategic priorities include:

- They are action-oriented “baskets” into which organizational actions (projects, initiatives, plans) can be grouped
- Typically it is best to describe three to six of them; more than this and there tends to be priorities that are “on the cusp”
- Some organizations mix actions with concepts at this level of strategy in their strategic plan
- Other strategic plans add a separate level called “areas of focus” or “theme areas” to categorize their main paradigms

The participants worked in small groups to develop a set of Strategic Priorities for the next several years for the Township of Billings. When the participants met in plenary session, four Strategic Priorities were identified, together with strategic objectives and strategic actions.

SERVICE EXCELLENCE

Service excellence demonstrates a commitment to meeting the diverse needs of our residents, builds trust, fosters civic pride, and bolsters our reputation for efficient and responsive governance.

Objective	Actions
Modernize the digital and technological infrastructure to enhance citizen experience	<ul style="list-style-type: none"> Enhance digital connectivity and technical services to strengthen citizen interaction and participation. Enhance web site, social media, etc.
Establish an adaptive organizational culture of continuous improvement and empowers employees to be more proactive, innovative and collaborative	<ul style="list-style-type: none"> Build a workplace reputation that attracts and retains top talent/employer of choice Increase cross-departmental collaboration Research opportunities to be a more data-driven organization
Enhance communications to promote stakeholder engagement and accessibility	<ul style="list-style-type: none"> Strategically focused public engagement opportunities Increase capacity to deliver services in an accessible format Expand staff training in customer service standards for inclusivity and diversity Demonstrate our commitment to effective council and organizational governance
Prioritize collaboration to improve customer service and increase efficiency	<ul style="list-style-type: none"> Foster partnerships and shared services Enhance collaboration with community groups, volunteers and others
Ensure good governance	Foster transparency, accountability, and stakeholder engagement through clear policies and effective communication

COMMUNITY WELLBEING

Community well-being refers to the overall health, happiness, and quality of life experienced by the individuals and groups within our community. We commit to enhancing our residents' lives and fostering social cohesion, resilience, economic development and sustainability.

Objective	Actions
Provide community spaces that enrich the lives and encourage active lifestyles for all ages	<ul style="list-style-type: none"> • Revitalize existing spaces where citizens of all ages naturally gather • Optimize experiences for users of our natural spaces • Incorporate our values including diversity, equity, inclusion and climate action into our policies, plans and initiatives • Determine strategic direction for underutilized municipal lands
Safety and security	<ul style="list-style-type: none"> • Analyze road signage to enhance road safety • Improve neighbourhood connections and identify unique neighbourhood needs • Prioritize implementation of climate action initiatives and education on emergency preparedness
Encourage community groups to organize events and activities that improve overall health and foster social cohesion	<ul style="list-style-type: none"> • Facilitate events and festivals in our community • Support community groups to facilitate events and activities
Foster economic growth and development	<ul style="list-style-type: none"> • Commit to exploring funding opportunities to enhance economic development
Facilitate support for seniors	<ul style="list-style-type: none"> • Research options for providing supports for seniors, such as independent living facilities

RESILIENT, NATURAL ENVIRONMENT

Implementing strategies to preserve and enhance our natural environment is essential for Billings Township to foster resilience and sustainability for future generations.

Objective	Actions
Protect and enhance our natural assets	<ul style="list-style-type: none">• Be good stewards of our streams, lakes, waterfalls and other natural assets• Continue to work with community partners to protect and expand our trail systems and open spaces• Prepare for, mitigate and adapt to changes in the natural environment

INFRASTRUCTURE

Infrastructure is the backbone of our community, providing the essential facilities and systems that enable our residents to lead safe, productive, and comfortable lives.

Objective	Actions
Ensure the Township's current and future assets are managed to be sustainable to meet our long-term needs	<ul style="list-style-type: none">• Refine the Asset Management Plan to facilitate the preparation of capital and operating budgets• Determine strategic direction for existing facilities and other infrastructure• Prioritize infrastructure projects based on critical needs, aging systems, potential environmental risks, and community needs• Proactively prepare and plan projects and continue to identify and apply for additional funding opportunities

FORMAT AND CONTENT AND THE NEW STRATEGIC PLAN

The participants provided the following direction for the development of the new strategic plan:

- Use a format similar to the Municipality of Casselman exemplar strategic plan.
- Include a message from the mayor, council and township staff
- Provide a history of the Township of Billings. Include mention that it is the closest access to the Benjamin Islands. Highlight the recent and potential growth.
- Include vision, mission and values statements
- Include strategic priorities, strategic objectives and strategic actions
- Explain how the plan will be implemented and used as a roadmap for the future.
- Include a link to the final report with an explanation that it will provide more information.

FINAL STEPS

The following steps were taken to complete the project:

1. Capital Park, in consultation with township staff, developed a preliminary draft strategic plan.
2. An iterative process was used to revise the plan, based on comments received from staff.
3. The draft strategic plan was presented at a public meeting during the afternoon of March 19th, 2024.
4. The draft strategic plan was presented to council at their regular meeting on March 19th for their review and comment.
5. Based on the comments received, minor amendments were made to the draft plan.
6. The final draft of the strategic plan was delivered to staff for preparation of the confirming bylaw at the next council meeting.



COUNCIL REPORT

Department: Chief Administrative Officer

Date: April 2, 2024

Report Number: CAO-2024-04-03

File: 2024 Summer Students

Recommendation:

THAT the Township of Billings Council hereby receives for information Report CAO-2024-04-03.

Background:

On January 22nd, 2024 staff posted on the township website, social media and in the Manitoulin Expositor that the 2024 summer student position applications were open. Applications were accepted until February 16th, 2024. Applicants were interviewed the week of March 11th, 2024 and offers were extended the following week.

Discussion:

All summer student positions have been filled for the 2024 summer season as follows:

Library Assistant: Rock Sloss

Museum Assistant: Ezra Diebolt

Marina Assistant 1: Trish Patterson

Marina Assistant 2: Giulia Paikin

Public Works Assistant: Landon Seifried

This is the first time in a number of years where a reposting has not been required to fill a vacant position(s).

Financial Impacts:

Summer Students wages were included in the 2024 budget. The Township has applied to Canada Summer Jobs, Summer experience program and Young Canada Works to off set the wages. Confirmation is pending.

Alignment to Strategic Plan:

Service Excellence: Establish an adaptive organizational culture of continuous improvement

Alignment to the CEEP:

No direct alignment.

Respectfully Submitted By:

Tiana Mills, Deputy Clerk

Approved By:

Emily Dance, CAO/Clerk

Manitoulin Island Cycling Advocates (MICA)
PO Box 292
Mindemoya ON
P0P1S0
705 377 4471

March 27, 2024

Municipalities of Manitoulin Island;

Letter of Acknowledgment request

June 1 & 2, 2024 will be the **12th Annual Manitoulin Passage Ride**.

Commencing in Mindemoya and proceeding through the Townships of Central Manitoulin, Billings, Gordon/Barrie Island, Burpee Mills the town of Gore Bay and M'Chigeeng First Nation.

Please find more information on our website www.manitoulincycling.com

At the time of this letter over 150 cyclists have already signed up for this weekend event and we are expecting about 250 riders to attend this popular ride.

This event is insured through our Insurance provider with the required \$5,000,000 coverage. MICA will include your municipality details on our insurance for your protection during this event, thus protecting the Township from liability.

To comply with MTO requirements, MICA is requesting that you provide us with a **Letter of Acknowledgment** for this event and return it to us as soon as possible.

If more information is required please feel free to call 705 377 4471

Thank You

Guy Nielen

MICA



SAVE THE DATE

MSO-North
Ministry of Municipal Affairs and Housing

2024 Northern Housing and Homelessness (Virtual) Forum

Date: Tuesday, May 28th, 2024 (from 10:30am-4:00pm EDT)

Location: Virtual meeting using Microsoft Teams platform

Agenda:

We are working on some exciting topics for you related to current housing and homelessness issues. Please mark your calendars with the date of this event as you don't want to miss out on important housing and homelessness updates and training.

Who Should Attend:

This half day session will be of interest to staff working within municipalities, District Social Services Administration Boards and Indigenous Housing Providers, who are involved in housing and homelessness initiatives, or have interest in the work of facilitating the creation of affordable and community housing initiatives. We believe that this will prove to be an essential and beneficial forum for everyone wanting to learn and collaborate on this important topic.

Why attend:

In addition to the impressive list of guest speakers that we are planning to invite, everyone who attends will leave the session with a greater understanding of current housing and homelessness issues, opportunities and a broader list of stakeholder contacts to engage with.

Registration form:

Feel free to register at anytime using this link: [Registration Form](#)

Please note that you should receive an automatic response that you are registered.

Inquiries:

**Cindy Couillard, Housing Team Lead –
Sudbury Office**

Email: cindy.couillard@ontario.ca

Phone: 706-665-2522

**Jessica Vail, Housing Team Lead –
Thunder Bay Office**

Email: jessica.vail@ontario.ca

Phone: 807-633-6358

Tiana Mills

To: Emily Dance
Subject: RE: Save the date - Provincial Day of Action on Litter - May 14, 2024 / Réservez la date – Journée provinciale d'action contre les débris - 14 mai 2024

From: Minister, MECP (MECP) <Minister.MECP@ontario.ca>

Sent: Monday, March 4, 2024 2:35 PM

Subject: Save the date - Provincial Day of Action on Litter - May 14, 2024 / Réservez la date – Journée provinciale d'action contre les débris - 14 mai 2024

Good afternoon,

The Ministry of the Environment, Conservation and Parks is excited to invite you to take part in **Ontario's fifth annual Provincial Day of Action on Litter**, taking place on **Tuesday, May 14, 2024!**

Ontario's annual Day of Action on Litter goes beyond picking up litter – it is an opportunity for us to empower citizens, municipalities and businesses across the province to unite under the common cause of creating a greener, cleaner and more sustainable environment for ourselves and future generations.

Our actions matter: waste that doesn't get recycled or go to landfills ends up as litter, which can spill into our waterways and break down into micro-plastics in the environment – harming wildlife and damaging entire ecosystems.

Stakeholders have played a big role in organizing and promoting past Day of Action on Litter initiatives, and we are counting on your continued support to make the 2024 Day of Action on Litter an even bigger success.

Here are some ways you can get involved:

- **Organize a litter cleanup event** in your local area and invite the public, volunteers, employees, or members to participate. Whether you're cleaning a neighborhood, shoreline, or street, every action can have a big impact.
- **Engage your community** by using your communications channels to educate others on the impacts of litter and waste and promote public participation in a cleanup on or around Tuesday, May 14.
- **Spread the word** – your voice has power! Post on your social media accounts on May 14, 2024 to officially recognize the day using the hashtag **#actONlitter**, and follow us (@ONenvironment on [Facebook](#), [Twitter](#), [LinkedIn](#) and [Instagram](#)) for posts to share.

We will provide further resources to support the 2024 Day of Action on Litter closer to the date.

To show our gratitude for your actions and support, Ontarians will also receive a Minister's Certificate of Participation for participating in 2024 Day of Action on Litter cleanups.

On the Day of Action on Litter, May 14, I hope that I can count on your support in getting our communities outside and taking part in litter cleanups on our streets, parks and lakefronts. We want all Ontarians to know that by working together, we **can** make a difference, contributing to a cleaner, safer and healthier province now and for future generations.

If you have any questions, please reach out to actONlitter@ontario.ca.

Thank you for your support.

Andrea Khanjin
Minister of the Environment, Conservation and Parks

Bonjour,

Le ministère de l'Environnement, de la Protection de la nature et des Parcs vous invite à participer à la **cinquième Journée annuelle d'action contre les détrit­us de l'Ontario** qui aura lieu le **mardi 14 mai 2024!**

La Journée annuelle d'action contre les détrit­us de l'Ontario est plus qu'une journée où l'on ramasse les détrit­us – c'est une occasion de mobiliser la population, les municipalités et les entreprises de toute la province et de les encourager à appuyer une cause commune : créer un environnement plus vert, plus propre et plus durable pour les générations présentes et futures.

Nos actions ont des conséquences : Les déchets non recyclés et non enfouis deviennent des détrit­us qui peuvent finir dans les cours d'eau, se décomposer et répandre des microplastiques dans l'environnement – ce qui nuit à la faune et à l'ensemble des écosystèmes.

Par le passé, divers intervenants ont fait la promotion de la Journée d'action contre les détrit­us en organisant des activités et nous comptons à nouveau sur votre appui pour faire de cette journée spéciale une réussite en 2024.

Voici quelques façons de participer. Vous pouvez:

- **organiser un ramassage collectif de détrit­us** dans votre région et inviter le grand public, des bénévoles, des employés ou des membres à participer. Que le nettoyage se fasse dans un quartier donné, sur le rivage ou dans une rue, chaque action compte.
- **mobiliser la collectivité** sur les réseaux sociaux, l'informer de l'effet néfaste des détrit­us et des déchets et promouvoir la participation du public à un ramassage collectif le jour-même – mardi 14 mai – ou autour de cette date.
- **relayer le message** – votre voix compte! Affichez de l'information sur les réseaux sociaux le 14 mai 2024 avec le mot-clic #luttercontrelesdechets pour marquer la journée officiellement et suivez-nous (@ONenvironnement sur [Facebook](#), [Twitter](#), [LinkedIn](#) et [Instagram](#)) pour voir le contenu à partager.

Nous fournissons d'autres ressources pour appuyer la Journée d'action contre les détrit­us de 2024 plus près de la date.

Pour montrer sa gratitude et souligner vos actions et votre appui, le ministère remettra un certificat de participation aux Ontariens et aux Ontariennes qui auront participé à un ramassage collectif durant la Journée d'action contre les détrit­us de 2024.

J'espère que je pourrai compter sur votre appui le 14 mai, pour la Journée d'action contre les détrit­us, et que vous encouragerez votre collectivité à sortir pour participer à un ramassage collectif des détrit­us sur les routes, dans les parcs et sur le littoral. Nous voulons que tous les Ontariens et Ontariennes sachent qu'en collaborant, nous **pouvons** avoir un impact réel et rendre la province plus propre, plus sûre et plus saine pour les générations présentes et futures.

Si vous avez des questions, veuillez nous contacter à actONlitter@ontario.ca.

Je vous remercie à l'avance de votre appui.

Andrea Khanjin
Ministre de l'Environnement, de la Protection de la nature et des Parcs

Ministry of Education

Education Labour and Finance
Division

315 Front Street West
12th Floor
Toronto ON M7A 0B8

Ministère de l'Éducation

Division des relations de travail et du
financement en matière d'éducation

315, rue Front Ouest
12^e étage
Toronto (Ontario) M7A 0B8

2024: B03

Date: March 5, 2024

Memorandum To: Municipal Treasurers/Clerk-Treasurers
Directors of Education
Secretary/Treasurers of School Authorities

From: Andrew Davis
Assistant Deputy Minister
Education Labour and Finance Division

Subject: **2024 Proportions of Enrolment for purposes of the Education Act, subsections 238(2) and 257.8(3)**

The Ministry of Education is required to publish, for each common jurisdictional area, the proportion of enrolment between school boards by municipality. These proportions, which are updated annually, are to be used by municipal clerks and treasurers to distribute taxes on business property (i.e., commercial, industrial and pipeline), payments in lieu or any other rateable property which does not have designated tax support to school boards. The proportions to be used for 2024 are attached as Table A.

As required under the *Education Act*, this table will be published shortly in The Ontario Gazette. Please note, The Ontario Gazette is the official Government of Ontario publication for all government notices.

The Ministry of Finance is responsible for setting tax rates for education. For the March 31st payment, section 257.11(1) of the *Education Act* requires municipalities to pay 25 percent of the previous calendar year (2023) amount levied for education taxes. On June 30, the amount of the payment is to be 50 percent of the amount to be levied for the current calendar year less the March 31 payment. The September 30 payment is to be 25 percent of the amount levied

for the current calendar year and the December 15 payment is to be the balance owing for the current calendar year. Please note that because the March 31 payment is based on the previous year, the proportions of enrolment share on Table A do not come into effect until the June 30 payment. School boards and municipalities can also arrange for a different instalment payment schedule by entering into an agreement as defined under section 257.11(5) of the *Education Act*.

If you have any questions, or require additional information, please contact Alex Zhang at (437) 223-0104 or via email at Alex.Zhang2@ontario.ca.

Original signed by

Andrew Davis
Assistant Deputy Minister
Education Labour and Finance Division

cc: District School Board Superintendents of Business
Caspar Hall, Assistant Deputy Minister, Local Government Division, Ministry of Municipal Affairs and Housing
Hannah Evans, Assistant Deputy Minister, Municipal Services Division, Ministry of Municipal Affairs and Housing
Ian Freeman, Assistant Deputy Minister, Provincial Local Finance Division, Ministry of Finance

2024 Proportions of Enrolment for purposes of the Education Act, subsections 238(2) and 257.8(3)

Algoma, District of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Blind River	66.774%	28.546%	0.612%	4.068%
Bruce Mines	100.000%	N/A	0.000%	N/A
Dubreuilville	66.774%	28.546%	0.612%	4.068%
Elliot Lake	66.774%	28.546%	0.612%	4.068%
Hilton	100.000%	N/A	0.000%	N/A
Hilton Beach	100.000%	N/A	0.000%	N/A
Hornepayne	80.180%	9.039%	0.000%	10.781%
Huron Shores	66.774%	28.546%	0.612%	4.068%
Jocelyn	100.000%	N/A	0.000%	N/A
Johnson	66.774%	28.546%	0.612%	4.068%
Laird	66.774%	28.546%	0.612%	4.068%
MacDonald, Meredith and Aberdeen Additional	66.774%	28.546%	0.612%	4.068%
Plummer Additional	100.000%	N/A	0.000%	N/A
Prince	66.774%	28.546%	0.612%	4.068%
Sault Ste. Marie	66.774%	28.546%	0.612%	4.068%
Spanish	66.774%	28.546%	0.612%	4.068%
St. Joseph	100.000%	N/A	0.000%	N/A
Tarbutt and Tarbutt Additional	66.774%	28.546%	0.612%	4.068%
The North Shore	66.774%	28.546%	0.612%	4.068%
Thessalon	100.000%	N/A	0.000%	N/A
Wawa	66.774%	28.546%	0.612%	4.068%
White River	66.774%	28.546%	0.612%	4.068%

Algoma, Unorganized Areas

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Algoma Locality Education - Central Algoma	100.000%	N/A	0.000%	N/A
Algoma Locality Education - Remainder	66.774%	28.546%	0.612%	4.068%
Missarenda DSA Locality Education	100.000%	N/A	0.000%	N/A

Brant, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
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County of Brant	69.238%	29.329%	0.584%	0.849%
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Brantford

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Brantford	69.238%	29.329%	0.584%	0.849%

Bruce, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Arran-Elderslie	77.458%	20.716%	0.625%	1.201%
Brockton	77.458%	20.716%	0.625%	1.201%
Huron-Kinloss	77.458%	20.716%	0.625%	1.201%
Kincardine	77.458%	20.716%	0.625%	1.201%
Northern Bruce Peninsula	77.458%	20.716%	0.625%	1.201%
Saugeen Shores	77.458%	20.716%	0.625%	1.201%
South Bruce	77.458%	20.716%	0.625%	1.201%
South Bruce Peninsula	77.458%	20.716%	0.625%	1.201%

Chatham-Kent, Municipality of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Chatham-Kent	66.983%	27.388%	1.275%	4.354%

Cochrane, District of

Municipality	District School Area Board	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board	James Bay Lowlands Secondary School Board
Black River-Matheson	N/A	43.335%	14.649%	5.823%	36.193%	N/A
Cochrane	N/A	43.335%	14.649%	5.823%	36.193%	N/A
Fauquier-Strickland	N/A	43.335%	14.649%	5.823%	36.193%	N/A
Hearst	N/A	43.335%	14.649%	5.823%	36.193%	N/A
Iroquois Falls	N/A	43.335%	14.649%	5.823%	36.193%	N/A
Kapuskasing	N/A	43.335%	14.649%	5.823%	36.193%	N/A
Mattice-Val Côté	N/A	43.335%	14.649%	5.823%	36.193%	N/A
Moonbeam	N/A	43.335%	14.649%	5.823%	36.193%	N/A
Moose Factory Island	67.306%	N/A	N/A	N/A	N/A	32.694%
Moosonee	97.384%	N/A	2.616%	N/A	0.000%	0.000%
Opasatika	N/A	43.335%	14.649%	5.823%	36.193%	N/A
Smooth Rock Falls	N/A	43.335%	14.649%	5.823%	36.193%	N/A
Timmins	N/A	43.335%	14.649%	5.823%	36.193%	N/A

Val Rita-Harty	N/A	43.335%	14.649%	5.823%	36.193%	N/A
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Cochrane, Unorganized Areas

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Cochrane Iroquois Falls Black River Matheson Locality Education	43.335%	14.649%	5.823%	36.193%
Hearst Locality Education	43.335%	14.649%	5.823%	36.193%
Kapuskasing Smooth Rock Falls and District Locality Education	43.335%	14.649%	5.823%	36.193%

Dufferin, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Amaranth	78.884%	18.085%	3.031%	0.000%
East Garafraxa	78.884%	18.085%	3.031%	0.000%
Grand Valley	78.884%	18.085%	3.031%	0.000%
Melancthon	78.884%	18.085%	3.031%	0.000%
Mono	78.884%	18.085%	3.031%	0.000%
Mulmur	78.884%	18.085%	3.031%	0.000%
Orangeville	78.884%	18.085%	3.031%	0.000%
Shelburne	78.884%	18.085%	3.031%	0.000%

Durham, Regional Municipality of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Ajax	76.252%	22.115%	0.496%	1.137%
Brock	76.252%	22.115%	0.496%	1.137%
Clarington	70.126%	27.559%	1.506%	0.809%
Oshawa	76.252%	22.115%	0.496%	1.137%
Pickering	76.252%	22.115%	0.496%	1.137%
Scugog	76.252%	22.115%	0.496%	1.137%
Uxbridge	76.252%	22.115%	0.496%	1.137%
Whitby	76.252%	22.115%	0.496%	1.137%

Elgin, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
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Aylmer	76.248%	21.279%	0.917%	1.556%
Bayham	76.248%	21.279%	0.917%	1.556%
Central Elgin	76.248%	21.279%	0.917%	1.556%
Dutton/Dunwich	76.248%	21.279%	0.917%	1.556%
Malahide	76.248%	21.279%	0.917%	1.556%
Southwold	76.248%	21.279%	0.917%	1.556%
St. Thomas	76.248%	21.279%	0.917%	1.556%
West Elgin	76.248%	21.279%	0.917%	1.556%

Essex, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Amherstburg	56.375%	32.140%	1.675%	9.810%
Essex	56.375%	32.140%	1.675%	9.810%
Kingsville	56.375%	32.140%	1.675%	9.810%
Lakeshore	56.375%	32.140%	1.675%	9.810%
LaSalle	56.375%	32.140%	1.675%	9.810%
Leamington	56.375%	32.140%	1.675%	9.810%
Pelee	56.375%	32.140%	1.675%	9.810%
Tecumseh	56.375%	32.140%	1.675%	9.810%
Windsor	56.375%	32.140%	1.675%	9.810%

Frontenac, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Central Frontenac	69.104%	27.072%	2.155%	1.669%
Frontenac Islands	69.104%	27.072%	2.155%	1.669%
Kingston	69.104%	27.072%	2.155%	1.669%
North Frontenac	69.104%	27.072%	2.155%	1.669%
South Frontenac	69.104%	27.072%	2.155%	1.669%

Greater Sudbury, Municipality of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Greater Sudbury	45.021%	24.515%	9.486%	20.978%

Grey, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Chatsworth	77.458%	20.716%	0.625%	1.201%

Georgian Bluffs	77.458%	20.716%	0.625%	1.201%
Grey Highlands	77.458%	20.716%	0.625%	1.201%
Hanover	77.458%	20.716%	0.625%	1.201%
Meaford	77.458%	20.716%	0.625%	1.201%
Owen Sound	77.458%	20.716%	0.625%	1.201%
Southgate	77.458%	20.716%	0.625%	1.201%
The Blue Mountains	77.458%	20.716%	0.625%	1.201%
West Grey	77.458%	20.716%	0.625%	1.201%

Haldimand County, Municipality of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Haldimand County	69.238%	29.329%	0.584%	0.849%

Haliburton, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Algonquin Highlands	100.000%	N/A	0.000%	N/A
Dysart Etc	100.000%	N/A	0.000%	N/A
Highlands East	93.018%	6.982%	0.000%	0.000%
Minden Hills	100.000%	N/A	0.000%	N/A

Halton, Regional Municipality of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Burlington	62.952%	34.391%	0.894%	1.763%
Halton Hills	62.952%	34.391%	0.894%	1.763%
Milton	62.952%	34.391%	0.894%	1.763%
Oakville	62.952%	34.391%	0.894%	1.763%

Hamilton, Municipality of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Hamilton	61.655%	36.499%	0.346%	1.500%

Hastings, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Bancroft	77.864%	19.454%	1.968%	0.714%
Belleville	77.864%	19.454%	1.968%	0.714%
Carlow/Mayo	77.864%	19.454%	1.968%	0.714%
Centre Hastings	77.864%	19.454%	1.968%	0.714%
Deseronto	77.864%	19.454%	1.968%	0.714%
Faraday	77.864%	19.454%	1.968%	0.714%
Hastings Highlands	77.864%	19.454%	1.968%	0.714%
Limerick	77.864%	19.454%	1.968%	0.714%
Madoc	77.864%	19.454%	1.968%	0.714%
Marmora and Lake	77.864%	19.454%	1.968%	0.714%
Quinte West - Remainder	77.864%	19.454%	1.968%	0.714%
Stirling-Rawdon	77.864%	19.454%	1.968%	0.714%
Tudor and Cashel	77.864%	19.454%	1.968%	0.714%
Tweed	77.864%	19.454%	1.968%	0.714%
Tyendinaga	77.864%	19.454%	1.968%	0.714%
Wollaston	77.864%	19.454%	1.968%	0.714%

Huron, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Ashfield-Colborne-Wawanosh	76.374%	23.626%	0.000%	0.000%
Bluewater	76.374%	23.626%	0.000%	0.000%
Central Huron	76.374%	23.626%	0.000%	0.000%
Goderich	76.374%	23.626%	0.000%	0.000%
Howick	76.374%	23.626%	0.000%	0.000%
Huron East	76.374%	23.626%	0.000%	0.000%
Morris-Turnberry	76.374%	23.626%	0.000%	0.000%
North Huron	76.374%	23.626%	0.000%	0.000%
South Huron	76.374%	23.626%	0.000%	0.000%

Kawartha Lakes, Municipality of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Kawartha Lakes	83.856%	15.670%	0.000%	0.474%

Kenora, District of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
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Dryden	71.879%	28.121%	0.000%	0.000%
Ear Falls	65.747%	34.253%	0.000%	0.000%
Ignace	71.879%	28.121%	0.000%	0.000%
Kenora	65.747%	34.253%	0.000%	0.000%
Machin	71.879%	28.121%	0.000%	0.000%
Pickle Lake	100.000%	N/A	0.000%	N/A
Red Lake	65.747%	34.253%	0.000%	0.000%
Sioux Lookout	71.879%	28.121%	0.000%	0.000%
Sioux Narrows-Nestor Falls - Keewatin-Patricia part	65.747%	34.253%	0.000%	0.000%
Sioux Narrows-Nestor Falls - Rainy River part	80.797%	19.203%	0.000%	0.000%

Kenora, Unorganized Areas

Municipality	English- Language Public District School Board	English- Language Roman Catholic District School Board	French- Language Public District School Board	French- Language Separate District School Board
Dryden Locality Education	71.879%	28.121%	0.000%	0.000%
Dryden Locality Education - Isley TSA	71.879%	28.121%	0.000%	0.000%
Dryden Locality Education - Machin TSA	71.879%	28.121%	0.000%	0.000%
Dryden Locality Education - Van Horne and Wainwright	71.879%	28.121%	0.000%	0.000%
Kenora Locality Education	65.747%	34.253%	0.000%	0.000%
Red Lake Locality Education - Baird portion	65.747%	34.253%	0.000%	0.000%
Red Lake Locality Education - Remainder	100.000%	N/A	0.000%	N/A
Sturgeon Lake Locality Education	100.000%	N/A	0.000%	N/A

Lambton, County of

Municipality	English- Language Public District School Board	English- Language Roman Catholic District School Board	French- Language Public District School Board	French- Language Separate District School Board
Brooke-Alvinston	66.983%	27.388%	1.275%	4.354%
Dawn-Euphemia	66.983%	27.388%	1.275%	4.354%
Enniskillen	66.983%	27.388%	1.275%	4.354%
Lambton Shores	66.983%	27.388%	1.275%	4.354%
Oil Springs	66.983%	27.388%	1.275%	4.354%
Petrolia	66.983%	27.388%	1.275%	4.354%
Plympton-Wyoming	66.983%	27.388%	1.275%	4.354%
Point Edward	66.983%	27.388%	1.275%	4.354%
Sarnia	66.983%	27.388%	1.275%	4.354%
St. Clair	66.983%	27.388%	1.275%	4.354%
Warwick	66.983%	27.388%	1.275%	4.354%

Lanark, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Beckwith	68.979%	26.180%	1.243%	3.598%
Carleton Place	68.979%	26.180%	1.243%	3.598%
Drummond/North Elmsley	68.979%	26.180%	1.243%	3.598%
Lanark Highlands	68.979%	26.180%	1.243%	3.598%
Mississippi Mills	68.979%	26.180%	1.243%	3.598%
Montague	68.979%	26.180%	1.243%	3.598%
Perth	68.979%	26.180%	1.243%	3.598%
Smiths Falls	68.979%	26.180%	1.243%	3.598%
Tay Valley	68.979%	26.180%	1.243%	3.598%

Leeds and Grenville, United Counties of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Athens	68.979%	26.180%	1.243%	3.598%
Augusta	68.979%	26.180%	1.243%	3.598%
Brockville	68.979%	26.180%	1.243%	3.598%
Edwardsburgh/Cardinal	68.979%	26.180%	1.243%	3.598%
Elizabethtown-Kitley	68.979%	26.180%	1.243%	3.598%
Front of Yonge	68.979%	26.180%	1.243%	3.598%
Gananoque	68.979%	26.180%	1.243%	3.598%
Leeds and the Thousand Islands	68.979%	26.180%	1.243%	3.598%
Merrickville-Wolford	68.979%	26.180%	1.243%	3.598%
North Grenville	68.979%	26.180%	1.243%	3.598%
Prescott	68.979%	26.180%	1.243%	3.598%
Rideau Lakes	68.979%	26.180%	1.243%	3.598%
Westport	68.979%	26.180%	1.243%	3.598%

Lennox and Addington, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Addington Highlands	69.104%	27.072%	2.155%	1.669%
Greater Napanee	69.104%	27.072%	2.155%	1.669%
Loyalist	69.104%	27.072%	2.155%	1.669%
Stone Mills	69.104%	27.072%	2.155%	1.669%

Manitoulin, District of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Assignack	100.000%	N/A	0.000%	N/A
Billings	100.000%	N/A	0.000%	N/A
Burpee and Mills	100.000%	N/A	0.000%	N/A
Central Manitoulin	100.000%	N/A	0.000%	N/A
Cockburn Island	100.000%	N/A	0.000%	N/A
Gordon/Barrie Island	100.000%	N/A	0.000%	N/A
Gore Bay	100.000%	N/A	0.000%	N/A
Northeastern Manitoulin and the Islands (Little Current portion)	66.212%	25.910%	0.000%	7.878%
Northeastern Manitoulin and the Islands (Remainder)	100.000%	N/A	0.000%	N/A
Tehkummah	100.000%	N/A	0.000%	N/A

Manitoulin, Unorganized Areas

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Manitoulin Locality Education	100.000%	N/A	0.000%	N/A

Middlesex, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Adelaide-Metcalf	76.248%	21.279%	0.917%	1.556%
London	76.248%	21.279%	0.917%	1.556%
Lucan Biddulph	76.248%	21.279%	0.917%	1.556%
Middlesex Centre	76.248%	21.279%	0.917%	1.556%
Newbury	76.248%	21.279%	0.917%	1.556%
North Middlesex	76.248%	21.279%	0.917%	1.556%
Southwest Middlesex	76.248%	21.279%	0.917%	1.556%
Strathroy-Caradoc	76.248%	21.279%	0.917%	1.556%
Thames Centre	76.248%	21.279%	0.917%	1.556%

Muskoka, District Municipality of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Bracebridge	94.492%	5.508%	0.000%	0.000%
Georgian Bay - Freeman Ward	88.178%	10.195%	1.627%	0.000%

Georgian Bay - Gibson and Baxter Wards	94.492%	5.508%	0.000%	0.000%
Gravenhurst	94.492%	5.508%	0.000%	0.000%
Huntsville	94.492%	5.508%	0.000%	0.000%
Lake of Bays	94.492%	5.508%	0.000%	0.000%
Muskoka Lakes	94.492%	5.508%	0.000%	0.000%

Niagara, Regional Municipality of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Fort Erie	63.749%	32.950%	0.963%	2.338%
Grimsby	63.749%	32.950%	0.963%	2.338%
Lincoln	63.749%	32.950%	0.963%	2.338%
Niagara Falls	63.749%	32.950%	0.963%	2.338%
Niagara-on-the-Lake	63.749%	32.950%	0.963%	2.338%
Pelham	63.749%	32.950%	0.963%	2.338%
Port Colborne	63.749%	32.950%	0.963%	2.338%
St. Catharines	63.749%	32.950%	0.963%	2.338%
Thorold	63.749%	32.950%	0.963%	2.338%
Wainfleet	63.749%	32.950%	0.963%	2.338%
Welland	63.749%	32.950%	0.963%	2.338%
West Lincoln	63.749%	32.950%	0.963%	2.338%

Nipissing, District of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Bonfield	54.739%	19.239%	8.002%	18.020%
Calvin	54.739%	19.239%	8.002%	18.020%
Chisholm	54.739%	19.239%	8.002%	18.020%
East Ferris	54.739%	19.239%	8.002%	18.020%
Mattawa	54.739%	19.239%	8.002%	18.020%
Mattawan	54.739%	19.239%	8.002%	18.020%
North Bay	54.739%	19.239%	8.002%	18.020%
Papineau-Cameron	54.739%	19.239%	8.002%	18.020%
South Algonquin	91.981%	8.019%	0.000%	0.000%
Temagami	43.335%	14.649%	5.823%	36.193%
West Nipissing	54.739%	19.239%	8.002%	18.020%

Nipissing, Unorganized Areas

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Nipissing Combined School Boards	54.739%	19.239%	8.002%	18.020%
Timiskaming Board of Education	43.335%	14.649%	5.823%	36.193%

Norfolk County, Municipality of

Municipality	English- Language Public District School Board	English- Language Roman Catholic District School Board	French- Language Public District School Board	French- Language Separate District School Board
Norfolk County	69.238%	29.329%	0.584%	0.849%

Northumberland, County Of

Municipality	English- Language Public District School Board	English- Language Roman Catholic District School Board	French- Language Public District School Board	French- Language Separate District School Board
Alnwick/Haldimand	70.126%	27.559%	1.506%	0.809%
Brighton	70.126%	27.559%	1.506%	0.809%
Cobourg	70.126%	27.559%	1.506%	0.809%
Cramahe	70.126%	27.559%	1.506%	0.809%
Hamilton Tp	70.126%	27.559%	1.506%	0.809%
Port Hope	70.126%	27.559%	1.506%	0.809%
Quinte West - Murray portion	70.126%	27.559%	1.506%	0.809%
Trent Hills	70.126%	27.559%	1.506%	0.809%

Ottawa, Municipality of

Municipality	English- Language Public District School Board	English- Language Roman Catholic District School Board	French- Language Public District School Board	French- Language Separate District School Board
Ottawa	47.606%	28.952%	8.181%	15.261%

Oxford, County of

Municipality	English- Language Public District School Board	English- Language Roman Catholic District School Board	French- Language Public District School Board	French- Language Separate District School Board
Blandford-Blenheim	76.248%	21.279%	0.917%	1.556%
East Zorra-Tavistock	76.248%	21.279%	0.917%	1.556%
Ingersoll	76.248%	21.279%	0.917%	1.556%
Norwich	76.248%	21.279%	0.917%	1.556%
South-West Oxford	76.248%	21.279%	0.917%	1.556%
Tillsonburg	76.248%	21.279%	0.917%	1.556%
Woodstock	76.248%	21.279%	0.917%	1.556%
Zorra	76.248%	21.279%	0.917%	1.556%

Parry Sound, District of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Armour	54.739%	19.239%	8.002%	18.020%
Burk's Falls	54.739%	19.239%	8.002%	18.020%
Callander	54.739%	19.239%	8.002%	18.020%
Carling	88.178%	10.195%	1.627%	0.000%
Joly	54.739%	19.239%	8.002%	18.020%
Kearney	54.739%	19.239%	8.002%	18.020%
Machar	54.739%	19.239%	8.002%	18.020%
Magnetawan - Croft, Spence	100.000%	N/A	0.000%	N/A
Magnetawan - Remainder	54.739%	19.239%	8.002%	18.020%
McDougall	88.178%	10.195%	1.627%	0.000%
McKellar	88.178%	10.195%	1.627%	0.000%
McMurrich-Monteith	54.739%	19.239%	8.002%	18.020%
Nipissing	54.739%	19.239%	8.002%	18.020%
Parry Sound	88.178%	10.195%	1.627%	0.000%
Perry	54.739%	19.239%	8.002%	18.020%
Powassan	54.739%	19.239%	8.002%	18.020%
Ryerson	54.739%	19.239%	8.002%	18.020%
Seguin	88.178%	10.195%	1.627%	0.000%
South River	54.739%	19.239%	8.002%	18.020%
Strong	54.739%	19.239%	8.002%	18.020%
Sundridge	54.739%	19.239%	8.002%	18.020%
The Archipelago	100.000%	N/A	0.000%	N/A
Whitestone	100.000%	N/A	0.000%	N/A

Parry Sound, Unorganized Areas

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
East Parry Sound Board of Education	54.739%	19.239%	8.002%	18.020%
South River Township School Area	54.739%	19.239%	8.002%	18.020%
West Parry Sound Board of Education - Henvey and Walbridge Portion	74.834%	25.166%	0.000%	0.000%
West Parry Sound Board of Education - Other geographic townships	100.000%	N/A	0.000%	N/A

Peel, Regional Municipality of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Brampton	66.536%	31.790%	0.495%	1.179%
Caledon	66.536%	31.790%	0.495%	1.179%
Mississauga	66.536%	31.790%	0.495%	1.179%

Perth, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
North Perth	76.374%	23.626%	0.000%	0.000%
Perth East	76.374%	23.626%	0.000%	0.000%
Perth South	76.374%	23.626%	0.000%	0.000%
Stratford	76.374%	23.626%	0.000%	0.000%
St. Marys	76.374%	23.626%	0.000%	0.000%
West Perth	76.374%	23.626%	0.000%	0.000%

Peterborough, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Asphodel-Norwood	70.126%	27.559%	1.506%	0.809%
Cavan Monaghan	70.126%	27.559%	1.506%	0.809%
Douro-Dummer	70.126%	27.559%	1.506%	0.809%
Trent Lakes	70.126%	27.559%	1.506%	0.809%
Havelock-Belmont-Methuen	70.126%	27.559%	1.506%	0.809%
North Kawartha	70.126%	27.559%	1.506%	0.809%
Otonabee-South Monaghan	70.126%	27.559%	1.506%	0.809%
Peterborough	70.126%	27.559%	1.506%	0.809%
Selwyn	70.126%	27.559%	1.506%	0.809%

Prescott and Russell, United Counties of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Alfred and Plantagenet	37.753%	23.953%	7.842%	30.452%
Casselman	37.753%	23.953%	7.842%	30.452%
Champlain	37.753%	23.953%	7.842%	30.452%
Clarence-Rockland	37.753%	23.953%	7.842%	30.452%
East Hawkesbury	37.753%	23.953%	7.842%	30.452%
Hawkesbury	37.753%	23.953%	7.842%	30.452%
Russell	37.753%	23.953%	7.842%	30.452%
The Nation	37.753%	23.953%	7.842%	30.452%

Price Edward County, Municipality of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Prince Edward County	77.864%	19.454%	1.968%	0.714%

Rainy River, District of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Alberton	80.797%	19.203%	0.000%	0.000%
Atikokan	80.797%	19.203%	0.000%	0.000%
Chapple	80.797%	19.203%	0.000%	0.000%
Dawson	80.797%	19.203%	0.000%	0.000%
Emo	80.797%	19.203%	0.000%	0.000%
Fort Frances	80.797%	19.203%	0.000%	0.000%
La Vallee	80.797%	19.203%	0.000%	0.000%
Lake Of The Woods	80.797%	19.203%	0.000%	0.000%
Morley	80.797%	19.203%	0.000%	0.000%
Rainy River	80.797%	19.203%	0.000%	0.000%

Rainy River, Unorganized Areas

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Atikokan Locality Education	100.000%	N/A	0.000%	N/A
Fort Frances Rainy River Locality Education	80.797%	19.203%	0.000%	0.000%
Fort Frances Rainy River Locality Education - Nestor Falls TSA	80.797%	19.203%	0.000%	0.000%
Mine Centre DSA Locality Education	100.000%	N/A	0.000%	N/A

Renfrew, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Admaston/Bromley	60.516%	32.561%	2.142%	4.781%
Arnprior	60.516%	32.561%	2.142%	4.781%
Bonnechere Valley	60.516%	32.561%	2.142%	4.781%
Brudenell, Lyndoch and Raglan	60.516%	32.561%	2.142%	4.781%
Deep River	60.516%	32.561%	2.142%	4.781%
Greater Madawaska	60.516%	32.561%	2.142%	4.781%
Head, Clara and Maria	60.516%	32.561%	2.142%	4.781%
Horton	60.516%	32.561%	2.142%	4.781%
Killaloe, Hagarty and Richards	60.516%	32.561%	2.142%	4.781%
Laurentian Hills	60.516%	32.561%	2.142%	4.781%
Laurentian Valley	60.516%	32.561%	2.142%	4.781%
Madawaska Valley	60.516%	32.561%	2.142%	4.781%
McNab/Braeside	60.516%	32.561%	2.142%	4.781%
North Algona Wilberforce	60.516%	32.561%	2.142%	4.781%
Pembroke	60.516%	32.561%	2.142%	4.781%

Petawawa	60.516%	32.561%	2.142%	4.781%
Renfrew	60.516%	32.561%	2.142%	4.781%
Whitewater Region	60.516%	32.561%	2.142%	4.781%

Simcoe, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board	Protestant Separate School Board
Adjala-Tosorontio	68.967%	27.461%	2.031%	1.541%	N/A
Barrie	68.967%	27.461%	2.031%	1.541%	N/A
Bradford West Gwillimbury	68.967%	27.461%	2.031%	1.541%	N/A
Clearview	68.967%	27.461%	2.031%	1.541%	N/A
Collingwood	68.967%	27.461%	2.031%	1.541%	N/A
Essa	68.967%	27.461%	2.031%	1.541%	N/A
Innisfil	68.967%	27.461%	2.031%	1.541%	N/A
Midland	68.967%	27.461%	2.031%	1.541%	N/A
New Tecumseth	68.967%	27.461%	2.031%	1.541%	N/A
Orillia	68.967%	27.461%	2.031%	1.541%	N/A
Oro-Medonte	68.967%	27.461%	2.031%	1.541%	N/A
Penetanguishene	48.329%	14.780%	8.417%	4.685%	23.789%
Ramara	68.967%	27.461%	2.031%	1.541%	N/A
Severn	68.967%	27.461%	2.031%	1.541%	N/A
Springwater	68.967%	27.461%	2.031%	1.541%	N/A
Tay	68.967%	27.461%	2.031%	1.541%	N/A
Tiny	68.967%	27.461%	2.031%	1.541%	N/A
Wasaga Beach	68.967%	27.461%	2.031%	1.541%	N/A

Stormont, Dundas and Glengarry, United Counties of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Cornwall	37.753%	23.953%	7.842%	30.452%
North Dundas	37.753%	23.953%	7.842%	30.452%
North Glengarry	37.753%	23.953%	7.842%	30.452%
North Stormont	37.753%	23.953%	7.842%	30.452%
South Dundas	37.753%	23.953%	7.842%	30.452%
South Glengarry	37.753%	23.953%	7.842%	30.452%
South Stormont	37.753%	23.953%	7.842%	30.452%

Sudbury, District of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Baldwin	66.212%	25.910%	0.000%	7.878%
Chapleau	66.774%	28.546%	0.612%	4.068%
Espanola	66.212%	25.910%	0.000%	7.878%
French River	45.021%	24.515%	9.486%	20.978%
Killarney	45.021%	24.515%	9.486%	20.978%

Markstay-Warren	45.021%	24.515%	9.486%	20.978%
Nairn & Hyman	66.212%	25.910%	0.000%	7.878%
Sables-Spanish Rivers	66.212%	25.910%	0.000%	7.878%
St.-Charles	45.021%	24.515%	9.486%	20.978%

Sudbury, Unorganized Areas

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Asquith Garvey DSA Locality Education	100.000%	N/A	0.000%	N/A
Chapleau Locality Education	66.774%	28.546%	0.612%	4.068%
Espanola Locality Education	66.212%	25.910%	0.000%	7.878%
Foleyet DSA Locality Education	43.335%	14.649%	5.823%	36.193%
Gogama DSA Locality Education	43.335%	14.649%	5.823%	36.193%
Missarenda DSA Locality Education	100.000%	N/A	0.000%	N/A
Sudbury Locality Education	45.021%	24.515%	9.486%	20.978%

Thunder Bay, District of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Conmee	53.237%	42.767%	0.374%	3.622%
Dorion	57.259%	28.865%	2.882%	10.994%
Gillies	53.237%	42.767%	0.374%	3.622%
Greenstone	57.259%	28.865%	2.882%	10.994%
Manitouwadge	57.259%	28.865%	2.882%	10.994%
Marathon	57.259%	28.865%	2.882%	10.994%
Neebing	53.237%	42.767%	0.374%	3.622%
Nipigon	57.259%	28.865%	2.882%	10.994%
O'Connor	53.237%	42.767%	0.374%	3.622%
Oliver Paipoonge	53.237%	42.767%	0.374%	3.622%
Red Rock	57.259%	28.865%	2.882%	10.994%
Schreiber	57.259%	28.865%	2.882%	10.994%
Shuniah	53.237%	42.767%	0.374%	3.622%
Terrace Bay	57.259%	28.865%	2.882%	10.994%
Thunder Bay	53.237%	42.767%	0.374%	3.622%

Thunder Bay, Unorganized Areas

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Allanwater DSA Locality Education	100.000%	N/A	0.000%	N/A
Armstrong DSA Locality Education	100.000%	N/A	0.000%	N/A

Auden DSA Locality Education	100.000%	N/A	0.000%	N/A
Collins DSA Locality Education	100.000%	N/A	0.000%	N/A
Ferland DSA Locality Education	100.000%	N/A	0.000%	N/A
Lake Superior Locality Education	57.259%	28.865%	2.882%	10.994%
Lakehead Locality Education	53.237%	42.767%	0.374%	3.622%
Nipigon Red Rock Locality Education	57.259%	28.865%	2.882%	10.994%
Savant Lake DSA Locality Education	100.000%	N/A	0.000%	N/A
Upsala DSA Locality Education	100.000%	N/A	0.000%	N/A

Timiskaming, District of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Armstrong	43.335%	14.649%	5.823%	36.193%
Brethour	43.335%	14.649%	5.823%	36.193%
Casey	43.335%	14.649%	5.823%	36.193%
Chamberlain	43.335%	14.649%	5.823%	36.193%
Charlton and Dack	43.335%	14.649%	5.823%	36.193%
Cobalt	43.335%	14.649%	5.823%	36.193%
Coleman	43.335%	14.649%	5.823%	36.193%
Englehart	43.335%	14.649%	5.823%	36.193%
Evanturel	43.335%	14.649%	5.823%	36.193%
Gauthier	43.335%	14.649%	5.823%	36.193%
Harley	43.335%	14.649%	5.823%	36.193%
Harris	43.335%	14.649%	5.823%	36.193%
Hilliard	43.335%	14.649%	5.823%	36.193%
Hudson	43.335%	14.649%	5.823%	36.193%
James	43.335%	14.649%	5.823%	36.193%
Kerns	43.335%	14.649%	5.823%	36.193%
Kirkland Lake	43.335%	14.649%	5.823%	36.193%
Larder Lake	43.335%	14.649%	5.823%	36.193%
Latchford	43.335%	14.649%	5.823%	36.193%
Matachewan	43.335%	14.649%	5.823%	36.193%
McGarry	43.335%	14.649%	5.823%	36.193%
Temiskaming Shores	43.335%	14.649%	5.823%	36.193%
Thornloe	43.335%	14.649%	5.823%	36.193%

Timiskaming, Unorganized Areas

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Kirkland Lake Locality Education	43.335%	14.649%	5.823%	36.193%
Timiskaming Locality Education	43.335%	14.649%	5.823%	36.193%

Toronto, Municipality of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Toronto	72.043%	26.324%	0.793%	0.840%

Waterloo, Regional Municipality of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Cambridge	71.102%	26.848%	0.705%	1.345%
Kitchener	71.102%	26.848%	0.705%	1.345%
North Dumfries	71.102%	26.848%	0.705%	1.345%
Waterloo	71.102%	26.848%	0.705%	1.345%
Wellesley	71.102%	26.848%	0.705%	1.345%
Wilmot	71.102%	26.848%	0.705%	1.345%
Woolwich	71.102%	26.848%	0.705%	1.345%

Wellington, County of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Centre Wellington	75.865%	22.211%	0.969%	0.955%
Erin	75.865%	22.211%	0.969%	0.955%
Guelph	75.865%	22.211%	0.969%	0.955%
Guelph/Eramosa	75.865%	22.211%	0.969%	0.955%
Mapleton	75.865%	22.211%	0.969%	0.955%
Minto	75.865%	22.211%	0.969%	0.955%
Puslinch	75.865%	22.211%	0.969%	0.955%
Wellington North	75.865%	22.211%	0.969%	0.955%

York, Regional Municipality of

Municipality	English-Language Public District School Board	English-Language Roman Catholic District School Board	French-Language Public District School Board	French-Language Separate District School Board
Aurora	70.227%	28.350%	0.397%	1.026%
East Gwillimbury	70.227%	28.350%	0.397%	1.026%
Georgina	70.227%	28.350%	0.397%	1.026%
King	70.227%	28.350%	0.397%	1.026%
Markham	70.227%	28.350%	0.397%	1.026%
Newmarket	70.227%	28.350%	0.397%	1.026%
Richmond Hill	70.227%	28.350%	0.397%	1.026%
Vaughan	70.227%	28.350%	0.397%	1.026%
Whitchurch-Stouffville	70.227%	28.350%	0.397%	1.026%



The Honourable Doug Ford
Premier of Ontario
premier@ontario.ca
(sent via e-mail)

March 4th, 2024

Re: Rural and Small Urban Municipalities – Affordability of Water and Wastewater Systems

Please be advised that the Council of the Town of Plympton-Wyoming, at its meeting on February 28th, 2024, passed the following motion supporting the resolution from the County of Renfrew regarding Rural and Small Urban Municipalities – Affordability of Water and Wastewater Systems.

Motion #12

Moved by Councillor Kristen Rodrigues

Seconded by Councillor John van Klaveren

That Council support correspondence item 'q' from the County of Renfrew regarding water and wastewater.

Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at eflynn@plympton-wyoming.ca.

Sincerely,

Ella Flynn
Executive Assistant – Deputy Clerk
Town of Plympton-Wyoming

Cc: Honourable Kinga Surma, Minister of Infrastructure (Ontario)
Honourable Dominic LeBlanc, Minister of Intergovernmental Affairs, Infrastructure and Communities (Canada)
Honourable Paul Calandra, Minister of Municipal Affairs and Housing
Honourable Andrea Khanjin, Minister of the Environment, Conservation and Parks (Ontario),
Cheryl Gallant, MP, Renfrew-Nipissing-Pembroke
John Yakabuski, MPP, Renfrew-Nipissing-Pembroke and Parliamentary Assistant to the
Minister of the Environment, Conservation and Parks
AMO; ROMA; FCM;
All Municipalities in Ontario

Office of the
County Warden



9 INTERNATIONAL DRIVE
PEMBROKE, ON, CANADA
K8A 6W5
613-735-7288
FAX: 613-735-2081
www.countyofrenfrew.on.ca

January 31, 2024

The Honourable Doug Ford
Premier of Ontario
premier@ontario.ca

DELIVERED VIA EMAIL

RE: Rural and Small Urban Municipalities – Affordability of Water and Wastewater Systems

Dear Premier Ford,
Please be advised that at the Regular Council Meeting on January 31, 2024, The County of Renfrew passed the following resolution:

WHEREAS the Provincial Policy Statement (PPS) (Section 1.6.6.2) states that municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety and that intensification and redevelopment within these settlement areas should be promoted; and

WHEREAS the PPS (Section 2.2.1 (f)) states that planning authorities shall protect, improve, or restore the quality and quantity of water by implementing the necessary restrictions on development and site alternation to protect all drinking supplies and designated vulnerable areas, and protect, improve, or restore vulnerable surface and ground water, sensitive surface water features and sensitive groundwater features, and their hydrologic functions; and

WHEREAS the PPS (Sections 2.2.1(h) and (i)) states that there is consideration of environmental lake capacity as well as stormwater management practices; and

WHEREAS the Ministry of the Environment, Protection and Conservation (MECP) Procedural Guideline B-1-5 Policy 2 provision states that water quality which presently does not meet the Provincial Water Quality Objectives shall not be further degraded and all practical measures shall be undertaken to upgrade the water quality to the Objectives; and

WHEREAS in 2014 the Township of Whitewater Region authorized Jp2gConsultants Inc. to undertake a Municipal Class Environmental Assessment (EA) for the purpose of evaluating viable options to upgrade the 1979 Cobden Wastewater Treatment Plant. This plant did not meet guidelines for effluent flow into Muskrat Lake and Cobden Wetland being highly sensitive, at-capacity, inland lake, and Provincial Significant Wetland (PSW) and acknowledged as one of

the most eutrophic in the province. The plant had ongoing seasonal overflow events, and was operating at maximum capacity; and

WHEREAS in 2018 the Council of the Township of Whitewater Region approved the construction of a new parallel mechanical system that would meet all provincial environmental and regulatory requirements including accommodating future growth. Federal and provincial contributions only covered 50% of the final construction costs, as there was no ability to renegotiate with federal and provincial partners once real costs were known. As a result, the balance of costs (\$6M) was debentured over 30 years at interest rates that are slightly punitive to rural and small urban municipalities; and

WHEREAS in 2019 the Council of the Township of Whitewater Region conducted a Water and Wastewater Rate Study that demonstrated the need for rate increases of over 100% to fund the new wastewater treatment plant construction debenture and the significantly increased operating costs for a parallel mechanical system. Rural and small urban municipalities experience very limited growth as federal and provincial policies heavily support growth in urban centers. As there are no other sources of available operational funding, rural and small urban municipalities are expected to fund the construction and operation of these state-of-the-art systems from existing property owners and nominal forecasted growth; and

WHEREAS in 2023 the Township of Whitewater Region combined water and wastewater rates have risen to almost \$3,000/year for its five hundred and eleven (511) users and are among the highest in the County of Renfrew and across the Province of Ontario. There are similarly high user rates in the Township of Madawaska Valley as a result of Provincial regulations and a small number of users. Other examples of rapidly increasing rates include the Towns of Deep River, Renfrew, Arnprior, Laurentian Hills, and Petawawa, and the Townships of Bonnechere Valley, Laurentian Valley and Killaloe, Hagarty and Richards, where significant upgrades in short periods of time are making rates unaffordable even with an increased number of users.

NOW, THEREFORE BE IT RESOLVED THAT the Council of the County of Renfrew:

Advocate to the provincial and federal levels of government to make them aware that rural and small urban water and wastewater systems are financially unsustainable; and Advocate to the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipalities Association (ROMA) and the Federation of Canadian Municipalities (FCM) to examine if the unaffordability of water and wastewater system operational costs is systemic provincially and nationally.

AND THAT a copy of this resolution be circulated to The Honourable Doug Ford, Premier of Ontario; the Honourable Kinga Surma, Minister of Infrastructure (Ontario); the Honourable Dominic LeBlanc, Minister of Intergovernmental Affairs, Infrastructure and Communities (Canada); the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, the Honourable Andrea Khanjin, Minister of the Environment, Conservation and Parks (Ontario), Cheryl Gallant, MP, Renfrew-Nipissing-Pembroke, John Yakabuski, MPP, Renfrew-Nipissing-Pembroke and Parliamentary Assistant to the Minister of the Environment, Conservation and Parks; AMO; ROMA; FCM; and all Municipalities in Ontario.

If you have any questions regarding the above resolution, please do not hesitate to contact me.

Sincerely,

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

Peter Emon, Warden

County of Renfrew

warden@countyofrenfrew.on.ca

cc: Honourable Kinga Surma, Minister of Infrastructure (Ontario)
Honourable Dominic LeBlanc, Minister of Intergovernmental Affairs, Infrastructure and Communities (Canada)
Honourable Paul Calandra, Minister of Municipal Affairs and Housing
Honourable Andrea Khanjin, Minister of the Environment, Conservation and Parks (Ontario), Cheryl Gallant, MP, Renfrew-Nipissing-Pembroke
John Yakabuski, MPP, Renfrew-Nipissing-Pembroke and Parliamentary Assistant to the Minister of the Environment, Conservation and Parks
AMO; ROMA; FCM; and all Municipalities in Ontario.

March 14, 2024

Re: Item for Discussion – Resolution of Support Regarding Request to the Province of Ontario for New Provincial-Municipal Fiscal Framework

At its meeting of March 13, 2024, the Council of the Corporation of the Town of Bracebridge ratified motion #24-GC-053, regarding Resolution of Support Regarding Request to the Province of Ontario for New Provincial-Municipal Fiscal Framework, as follows:

“WHEREAS the current provincial-municipal fiscal arrangements are undermining Ontario’s economic prosperity and quality of life;

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

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

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

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

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

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

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

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

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

1000 Taylor Court
Bracebridge, ON
P1L 1R6 Canada

AND FURTHER THAT a copy of this motion be sent to the Premier of Ontario; the Minister of Municipal Affairs and Housing; the Minister of Finance; the Local Member of Provincial Parliament; the Association of Municipalities of Ontario; the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO); the Muskoka and Area Indigenous Leadership Table (MAILT); and all Ontario Municipalities.”

In accordance with Council's direction, I am forwarding you a copy of the resolution for your reference.

Please do not hesitate to contact me if I can provide any additional clarification in this regard.

Yours truly,

A handwritten signature in black ink, appearing to read 'L McDonald', written in a cursive style.

Lori McDonald
Director of Corporate Services/Clerk

March 1, 2024

Dear community partner,

I am writing in follow-up to the letter dated January 18 that provided a process update on work underway between Public Health Sudbury & Districts and Algoma Public Health to explore a potential merger between our respective agencies within the context of the Ontario government initiatives to strengthen the public health system. Thank you to all who reached out following receipt of that letter to share feedback or to inquire about next steps.

As many of you will have seen in the news media last week (please see our [news release](#) issued on this matter), the Board of Health for Public Health Sudbury & Districts, at its meeting held on February 21st, [voted in favor of developing a joint business case to propose to the Ministry of Health a merger of the two public health agencies](#). Earlier that same day, however, the Board of Health for Algoma Public Health voted against a merger. As one board of health has decided against a merger, a merger of our two agencies will not be proposed to the Ministry.

Our Board's decision was informed by a comprehensive feasibility study that described potential benefits and risks of a new merged agency. The Board assessed the potential impact of a merger on the ability of our agency to deliver public health programs and services to area communities. Throughout the process, the Board was committed to ensuring a responsive, local public health service so we can respond to the health issues of today and the unexpected surges in demand of tomorrow. While our respective boards have decided differently, the diversity of perspectives shared during this exploration has enriched our relationships and mutual understanding. We remain committed to building on our agency's nearly 70 years of delivering programs

Sudbury

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Sudbury ON P3E 3A3
t: 705.522.9200
f: 705.522.5182

Elm Place

10 rue Elm Street
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t: 705.522.9200
f: 705.677.9611

Sudbury East / Sudbury-Est

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

Espanola

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

Île Manitoulin Island

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

Chapleau

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

toll-free / sans frais

1.866.522.9200

phsd.ca

Community Partner

March 1, 2024

Page 2

and services to communities in Sudbury and districts and to ongoing collaboration with all partners to collectively work towards healthier communities for all.

Should you have any questions, please contact me at quesnelr@phsd.ca.

Thank you,

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

René Lapierre

Board of Health Chair

March 8, 2024

Municipality of Wawa
Office of the Clerk
Municipal Office
40 Broadway Avenue
PO Box 500
Wawa, ON P0S 1K0

Email: slord@swawa.cc

Re: Support Bill C-310 and Enact Amendments to Subsections 118.06 (2) and 118.07 (2) of the Income Tax Act

Further to correspondence received from the Municipality Wawa calling on the Government of Canada to support Bill C-310 and enact amendments to subsections 118.06 (2) and 118.07 (2) of the Income Tax, the Council of the Town of Hanover passed the following resolution;

Moved by COUNCILLOR KOEBEL | Seconded by COUNCILLOR SAKAL

That the Council of the Town of Hanover support the recommendation of the Municipality of Wawa calling upon the Government of Canada to support Bill C-310 and enact amendments to subsections 118.06 (2) and 118.07 (2) of the Income Tax Act in order to increase the amount of the tax credits for volunteer firefighting and search and rescue volunteer services from \$3,000 to \$10,000.

CARRIED

Respectfully,



Tanya Patterson
Deputy Clerk

cc: Honourable Alex Ruff, MP Bruce-Grey-Owen Sound
Association of Fire Chiefs of Ontario
The Association of Municipalities of Ontario (AMO)
All Ontario Municipalities



Student immunization record assessment activities begin at Public Health Sudbury & Districts

Issued: Friday, March 8, 2024

Public Health Sudbury & Districts (Public Health) is conducting its annual review of immunization records for students attending secondary schools in its service area.

The *Immunization of School Pupils Act (ISPA) R.S.O.1990* requires all students under the age of 18 to have an up-to-date immunization record or to have a valid immunization exemption to attend school in Ontario. As outlined in the legislation, Public Health must collect and maintain immunization records for students in its service area. Under the ISPA, the Medical Officer of Health can issue suspension orders to students who do not meet the requirements of the ISPA, preventing them from attending school until their records are updated.

To start the annual record review process, an immunization notice will be mailed to all secondary students in Grades 9 to 12 for whom Public Health does not have an up-to-date immunization record. This could mean that the student's most recent vaccine records have not been received by Public Health or that the student is overdue for one or more vaccines. The notice specifies which of the required vaccine(s) are missing from the student's record and how to update the information with Public Health.

Public Health will be working closely with local school boards, students, parents, and guardians in the coming months to ensure that immunization records are updated and that required vaccines that have not been received are administered and reported to Public Health so that students can avoid suspension.

"At this time there are about 1700 students enrolled in secondary schools across our service area who will receive a letter asking them to provide immunization information to Public Health," said David Groulx, a manager with Public Health's Vaccine Preventable Diseases team. "Students who do not have the required immunizations will be advised in the letter to get vaccinated and to report this information to Public Health. It will also provide a potential date of suspension for the student if the information is not received. A second letter will be mailed four weeks later for those who remain outstanding with the ISPA requirements, and the suspension will take effect on the date indicated in the notice if the information has not been received," said Groulx.

It is anticipated that first notification letters for elementary students will be mailed out later in 2024. Catch-up clinic appointments will be offered by Public Health during the summer so that children can obtain any vaccines that they are missing. Parents and guardians of elementary students are urged to ensure their child's immunizations are up-to-date and reported to Public Health over the summer months to avoid suspension.

Vaccines against diseases that are designated under the *Immunization of School Pupils Act* are free, safe, and effective, and protect against cases and outbreaks of diphtheria, tetanus, polio, measles, mumps, rubella, meningitis, pertussis, and chickenpox.

In Ontario, parents and guardians are responsible for reporting immunizations for their school-aged children to a public health unit. Health care providers are not required to report immunizations for their patients to Public Health.

Please refer to Ontario's Publicly Funded Immunization Schedule (<https://www.health.gov.on.ca/en/pro/programs/immunization/schedule.aspx>) (Ontario Government) for information about vaccinations your child can receive free of charge to have the best protection.

How to check or update your child's immunization records

1. CHECK: Check your child's immunization record for any missing vaccines by referring to Immunization Connect Ontario (ICON) (<https://sdhu.icon.ehealthontario.ca/#!/welcome>) (Government of Ontario).
2. VACCINATE: Ensure your child receives any missing immunizations by making an appointment with your health care provider or with Public Health.
3. UPDATE: Update your child's immunization record with Public Health using one of the following methods:
 - Visit Immunization Connect Ontario (ICON) (<https://sdhu.icon.ehealthontario.ca/#!/welcome>) (Government of Ontario).
 - Send an email to ISPA@phsd.ca (<mailto:ISPA@phsd.ca>) (Public Health). **Requires consent to be used to send personal or personal health information.*
 - Call Public Health at 705.522.9200, ext. 458 (toll-free 1.866.522.9200).
 - Send a fax to 705.677.9616 (confidential school vaccine fax).

Public health nurses are available to your answer questions by phone, email, and in person. Appointments for immunizations are available throughout Public Health's service area during regular business hours. Weekend appointments may be offered in the coming months to better serve our communities, and updates about these will be shared with the community as opportunities arise.

For more information on immunization requirements or exemptions (<https://www.phsd.ca/health-topics-programs/vaccines-immunizations/immunization-records-reporting-vaccinations/vaccinations-required-to-attend-school/>), parents and guardians can call Public Health Sudbury & Districts at 705.522.9200, ext. 458 (toll-free 1.866.522.9200), email ispa@phsd.ca (<mailto:ispa@phsd.ca>), or visit [phsd.ca](http://www.phsd.ca/) (<http://www.phsd.ca/>).

This item was last modified on March 8, 2024

From: [Jim Cahill](#)
To: [Bryan Barker](#); [David Hillyard](#); [Vince Grogan](#); [Michael Hunt](#); [Ian Anderson](#); [Emily Dance](#)
Cc: [Moray](#); [Diane Newlands](#); [Sandy Ted Cook Kilpatrick](#); [Ted Kilpatrick](#)
Subject: February 27, 2024 letter to Council
Date: February 27, 2024 7:56:22 PM
Attachments: [Feb 27 2024 letter to Council.pdf](#)

Township of Billings Council,

Please find attached a letter to Council for inclusion in the March 5, 2024 regular council meeting package.

Sincerely,
Jim Cahill

February 27, 2024

Township of Billings Mayor and Council,

We, the undersigned, are submitting this letter for the immediate consideration of Council. This letter, and all attachments hereto, comprise a communication for purposes of Bylaw 2023-13 and accordingly are to be included on the March 5, 2024 agenda of Council as information.

You may or may not be aware that in December 2023 a Billings Township resident and taxpayer, Moray Watson, submitted a request (copy attached) through MFIPPA (Municipal Freedom of Information and Protection of Privacy Act) to the Township office requesting bank account statements, accounting general ledger account entries and other information pertaining to the Township's water bank account/water reserve. The purpose of the information request was to perform an independent citizen reconciliation of the water bank account/water reserve. The results of this reconciliation are attached in the form of five schedules followed by a notes and assumptions section.

The results are concerning. We draw your attention first to Schedule A which outlines actual revenue, expenses and operating surpluses of Billings' water system for 2020 through 2023. You will note actual surpluses of \$86,994 in 2021, \$62,645 in 2022 and \$43,128 in 2023. ***None of these three annual surpluses have been transferred from Billings' general bank account into the water bank account/water reserve.***

Next, we draw your attention to Schedule C which shows the 'actual' balances in the water bank account/water reserve from January 1, 2020 through to January 1, 2024, as obtained from monthly bank statements requested through the MFIPPA (first column). In the second column of this schedule, the 'adjusted' balances in the water bank account/water reserve are outlined. These are the water bank account/water reserve balances after adding the three years of surpluses that have not been transferred to the water bank account/water reserve and adding imputed interest for interest that would have been earned if the surpluses were properly transferred. ***The key finding here is that the water bank account/water reserve has an actual balance of \$366,103 as at January 1, 2024, as per the bank account statement, however, the balance in the water bank account/water reserve should be \$568,447, a \$202,344 difference/shortfall because surpluses have not been transferred on an annual basis, per the Water System Financial Plan 2021-2027 and precedent.***

Footnote: It should be noted that staff reported on January 16, 2024 in Council Report TR-2024-01-01 a balance of \$364,493 in the water bank account as at December 31, 2023 which did not include interest earned for December. This explains the slight difference between the \$366,103 number above and the \$364,493 staff reported balance.

The other three schedules are as follows.

- Schedule B calculates the imputed interest that would have been earned if the surpluses were properly transferred.
- Schedule D discloses a significant error in the Township's allocation of the non-grant portion of the Old Mill Road waterline project costs between water users and general rate

payers. This error infects the entirety of Capital Cost Recovery Bylaw 2024-04, and needs immediate attention to cure it.

- Schedule E is a 2024-2028 forecast of the water bank account/water reserve. This forecast is based on assumptions but it demonstrates that there should be plenty of funds in the water bank account/water reserve to cover water system capital costs from 2024-2028 even after paying for the the water user's proper share of the Old Mill Road waterline project costs

Now that Council is aware of what the balance of the water bank account/water reserve should actually be, \$568,447, *we request Council to direct staff to top up the water bank account/water reserve to the correct balance, to \$568,447, by transferring \$202,344 from the Township's general bank account.*

Additionally, since the independent citizen reconciliation demonstrates that there should be sufficient existing funds, plus ongoing annual operating surpluses from the water system, to fund the water users share of the Old Mill Road waterline costs and also future expected costs, *we request that Council rescind Bylaw 2024-04 that requires each of the 234 water user properties to pay \$888.88 towards the water users non-grant portion of the waterline project and to pay said portion (as properly computed) with funds out of the water bank account/water reserve, as originally intended and approved by the previous Council in Billings Water System Financial Plan 2021-2027."*

We look forward to your taking action on these matters as soon as possible.

Sincerely,

MORAY WATSON mowatson@quadro.net

JIM CAHILL cahill.jim10@gmail.com

Diane Newlands newlands@hotmail.com 

Andy L Cook (Sandy Cook, 479 Newburn Rd. "cookilburrow@hotmail.com")

EM Kilpatrick Ted Kilpatrick 479 Newburn Rd
cookilburrow@gmail.com

Linda Ferguson (42 RAINBOW HGTS. RD LINDA FERGUSON)

Schedule A
Township of Billings
Water System Revenues, Expenses and Surplus

Compiled by Moray Watson (See Notes and Assumptions)

	2020 Actual (1)	2021 Actual (1)	2022 Actual (2)	2023 Actual (2)
Water charges - flat rate and bulk	254,782	259,794	257,461	257,667
Interest income on water capital bank acct (see Water Capital Reserve reconciliation)	n/a	n/a	n/a	n/a
User penalties/interest	6,039	5,617	2,814	2,488
Total operating revenues	260,821	265,411	260,275	260,155
Materials	421	397	0	30
Project expenses	4,091	0	4,729	0
Hydro	28,846	27,810	28,471	28,813
Water	1,349	1,351	0	300
Phone/internet	1,666	1,860	1,894	1,261
Contracts (OCWA)	112,157	114,654	125,433	126,811
Non contract services	0	0	0	0
Repair and maintenance	6,449	31,586	37,004	59,440
Propane	616	759	99	372
Total operating expenses	155,595	178,417	197,630	217,027
Net operating income/surplus	105,226	86,994	62,645	43,128

(1) As published on Township website

(2) As per MFIPPA request

Schedule B
Imputed interest on surpluses not properly
transferred to Water Capital Bank Acct.

Compiled by Moray Watson (See Notes and Assumptions)

			Interest rate	No. of days	Imputed interest	Month end balance
Missing transfer of 2021 surplus	Jan 1, 2022	86,994	0.450%	31	33	87,027
	February		0.450%	28	30	87,057
	March		0.683%	31	51	87,108
	April		1.017%	30	73	87,181
	May		1.162%	31	86	87,267
	June		1.683%	30	121	87,387
	July		2.437%	31	181	87,568
	August		2.615%	31	194	87,763
	September		3.387%	30	244	88,007
	October		3.420%	31	256	88,263
	November		3.950%	30	287	88,549
	December		4.337%	31	326	88,875
					<u>1,881</u>	
Missing transfer of 2022 surplus	Jan 1, 2023	62,645	4.357%	31	561	152,081
	February		4.699%	28	548	152,629
	March		4.699%	31	609	153,238
	April		5.035%	30	634	153,873
	May		4.415%	31	577	154,450
	June		4.891%	30	621	155,070
	July		5.103%	31	672	155,743
	August		5.199%	31	688	156,430
	September		5.379%	30	692	157,122
	October		5.037%	31	672	157,794
	November		5.199%	30	674	158,468
	December		5.558%	31	748	159,216
					<u>7,696</u>	
	Totals				<u>9,577</u>	

Schedule C
Township of Billings
Water Capital Bank Account/Reserves
From Jan 1, 2020 to Dec 31, 2023

Compiled by Moray Watson
(See Notes and Assumptions)

			Actual (1)	Adjusted (2)
Jan 1, 2020	Opening balance		140,871	140,871
Feb 19	Transfer in of 2019 surplus		93,190	93,190
	Actual Interest earned for the year		1,547	1,547
Jan 1, 2021	Opening balance		235,607	235,607
Oct 22	Transfer out - unidentified		-152,370	-152,370
	Interest earned for the year		929	929
Jan 1, 2022	Opening balance		84,166	84,166
Jan 14	Presumed return of Oct 2021 transfer out	152,370		
	Presumed transfer in of 2020 surplus	104,630		
	Unidentified transfer in	257,000	257,000	257,000
	Actual interest earned for the year		7,318	7,318
	Missing transfer of 2021 surplus			86,994
	Imputed interest on 2021 surplus			1,881
Jan 1, 2023	Opening balance		348,484	437,359
	Actual interest earned for the year		17,619	17,619
	Missing transfer of 2022 surplus			62,645
	Imputed interest on 2021/2022 surplus			7,696
Jan 1, 2024	Opening balance		366,103	525,319
	Missing transfer of 2023 surplus			43,128
	Current bank/reserve balance before 2024 interest to date		366,103	568,447

(1) Per Monthly bank statements

(2) See surplus calculations on Sch A, and
imputed interest calculations on Sch B.

Schedule D
Township of Billings
Old Mill Waterline Project
Cost Allocation Errors

Compiled by Moray Watson
(See Notes and Assumptions)

	Total	Cost of upgrades	Costs solely for water system
Proper calculation:			
Cost of Project	1,684,856	241,354	1,443,502
Funding by Governments 73.33%	-1,235,505	-176,985	-1,058,520
Costs not funded by Governments	<u>449,351</u>	<u>64,369</u>	<u>384,982</u>
Erroneous calculation:			
Per Council Report TR 2023-11-15			
Cost of Project	1,684,856		
Funding by Gvoernments 73.33%	-1,235,505		
Costs not funded by Governments	<u>449,351</u>	<u>241,354</u>	<u>207,997</u>
Errors:			
Overcharge to non water users		<u>176,985</u>	
Deficiency in capital cost recovery from water users in Bylaw 2024-04			<u>-176,985</u>

Schedule E
Township of Billings
Water Capital Bank Account
Forecast
2024 - 2028

Compiled by Moray Watson
(See Notes and Assumptions)

	2024	2025	2026	2027	2028	Totals
Actual balance at Jan 1	366,103					
Transfer required from general account	202,344					
Adjusted balance at Jan 1 (see Schedule C)	568,447					568,447
Forecasted balance beginning of year						
		238,969	279,508	347,894	320,330	
Disbursement for water user share of Old Mill Road Waterline project costs (see Schedule D)	-384,982					-384,982
Forecasted Treatment Plant upgrades - per WSFP 2021-2027		-21,000		-100,000	-60,000	-181,000
Interest at 3% on minimum annual balance	5,504	6,539	8,385	7,437	7,810	35,675
Subtotal	188,969	224,508	287,894	255,330	268,140	
Year end transfer of estimated current year surplus	50,000	55,000	60,000	65,000	70,000	300,000
Forecasted balance as at end of year	238,969	279,508	347,894	320,330	338,140	338,140

Township of Billings
Accounting for the Water Capital Bank Account
and the Funding of Old Mill Road Waterline Project
Notes and Assumptions

Prepared by: Moray Watson
Date: February 24, 2024

Schedule A:

1. The actual revenues and expenses relating to the operation of the water system were obtained from the following sources:
 - a. For 2020 and 2021 from the detailed financial reports posted by the Township on its website (see Administration/Budgets) which provide actual to budget comparatives for those years.
 - b. For 2022 and 2023 from the detailed general ledger information obtained pursuant to the Municipal Freedom of Information and Protection of Privacy Act that was filed with the Township on December 18, 2023 (the Information Request).
2. Readers are also directed to review the 2018 budget on the Township's website, which provides a stand alone departmental budget for the water system, along with budget and actual comparatives for the 2017 year. The Township ceased preparing a departmental budget after 2018.

Schedule B:

1. The surpluses for 2021 and 2022 were not transferred to the Water Capital Bank Account (WCBA) as required by the Water System Financial Plan 2021-2027 (WSFP). The interest that should have been earned in the WCBA on those surpluses is calculated on the schedule.

In addition the 2023 surplus needs to be transferred to the WCBA.

2. The interest rates used in the computations were determined by reference to the monthly bank statements for the WCBA that were received pursuant to the Information Request.
3. Additional imputed interest continues to accumulate on the un-transferred 2021, 2022 and 2023 un-transferred surpluses.

Schedule C:

1. The history of the Actual balances in the WCBA from January 1, 2020 to December 31, 2023 is compiled from the monthly statements received pursuant to the Information Request.
2. The WSFP was approved by the previous Council on March 3, 2020. The WSFP made representations that the balance of the WCBA at the beginning of 2021 would be \$286,470, whereas the actual balance on January 1, 2021 was \$235,607. The Information Request asked for disclosure of documentation and calculations used to determine the amount of \$286,470, but the Township was unable to deliver any information responsive to that request.
3. Readers are cautioned that no review has been undertaken to verify the accuracy or completeness of the WCBA history prior to 2020.
4. Council Report TR2024-01-01 (included in the Agenda for the Council meeting of January 16, 2024) disclosed without explanation or reconciliation that the balance in the WCBA at December 31, 2023 was \$364,493. That amount is actually the balance at November 30, and does not include interest earned in the account during December.
5. The Adjusted WCBA balance as at January 1, 2024 is calculated to be \$568,447 which is \$202,344 more than the actual balance. This shortfall should be funded with a transfer from the Township's general bank account.
6. The December 31, 2022 audited financial statements for the Township were presented by the auditors at the Council meeting of December 19, 2023. Those statements disclose a reserve for the 'Water Works System' of \$5,746 (unchanged from the prior year). At December 31, 2022 the Adjusted balance of the WCBA is computed to be \$437,359, which correspondingly should be the balance of the reserve. As such the reserve in the financial statements is understated by \$431,613, and would appear to be a material misstatement.

Schedule D:

1. On January 16, 2024 Council passed Bylaw 2024-04. The bylaw is based on the Township's math that the \$449,351 of unfunded costs of the Old Mill Road Waterline project is comprised of \$241,354 of non-water system upgrades (to be funded by all ratepayers) and \$207,997 of water system upgrades (to be borne by all water users).

This math is in error as it ignores the fact that 73.33% of the \$241,354 of upgrades was funded by the Federal and Provincial governments, and that accordingly the net unfunded costs of the upgrades is actually only \$64,369. As such ratepayers have been overcharged \$176,985. Correspondingly, water users have been undercharged \$176,985, and their share of the unfunded costs should be \$384,982.

The error impacts other calculations and cost allocations within Bylaw 2024-04, and accordingly the entire bylaw needs to be rescinded.

Schedule E:

1. To inform their deliberations on the Old Mill Waterline Project neither the Township nor Council made any attempt to reconcile the history of the WCBA. Furthermore they have made no attempt to forecast the future balances in the WCBA. Despite these failures, they nonetheless assert that the Water System has insufficient resources to fund both the existing waterline overages and upcoming expected capital costs for the water system.

This schedule is a starting point for assessing the veracity of those assertions.

Request Form

under the *Freedom of Information and Protection of Privacy Act*/
Municipal Freedom of Information and Protection of Privacy Act

Please Note: A \$5.00 application fee is required
for all access requests.

COPY

Request for: <input checked="" type="checkbox"/> Access to General Records <input type="checkbox"/> Access to Own Personal Information <input type="checkbox"/> Correction to Own Personal Information	Name of Institution request made to: Township of Billings
--	---

If request is for access to, or correction of, own personal information records:

Last name appearing on records: ☐ same as below, or: _____

<input checked="" type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss	Last Name: <u>Watson</u>
First Name: <u>Moray</u>	Middle Name: _____
Address: (Street/Apt. No./P.O. Box/R.R. No.) <u>127 Hideaway Rd</u>	City/Town: <u>Kagawong</u>
Province: <u>Ontario</u>	Postal Code: <u>P0P 1J0</u>
Telephone Number (Day): <u>[REDACTED]</u>	Telephone Number (Evening): () <u>same</u>

Detailed description of requested records, personal information or personal information to be corrected. (If you are requesting access to or correction of your personal information, please identify the personal information bank or record containing the person information, if known.)

SEE ATTACHED

Note: If you are requesting a correction of personal information, please indicate the desired correction, and if appropriate, attach any supporting documentation. You will be notified if the correction is not made and you may require that a statement of disagreement be attached to your personal information.

Preferred method of access to records: <input checked="" type="checkbox"/> Examine Original <input type="checkbox"/> Receive Copy	Signature: <u>[Signature]</u>	Date: <u>2023/12/18</u>
For Institution Use Only		
Date Received:	Request Number:	Comments

Personal Information contained on this form is collected pursuant to the Freedom of Information and Protection of Privacy Act/Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of responding to your request. Questions about this collection should be directed to the Freedom of Information and Privacy Co-ordinator at the institution where the request is made.

Attachment to Request under Municipal Freedom of Information and Protection of Privacy Act

Made by Moray Watson to Township of Billings

December 18, 2023

Background:

On March 3, 2020 Council approved the Water System Financial Plan 2021-2027 (WSFP) for submission to the Province in conjunction with its application for renewal of Drinking Water System License 255-101. The WSFP was prepared by Kathy McDonald the CAO and was approved by Council pursuant to a motion seconded by then Deputy Mayor Bryan Barker.

The WSFP makes representations and commitments to transfer the annual operating surpluses from the operation of the water system to a reserve account. The reserve account was to be fully funded by the transfer of cash from the Township's general bank account to a separate water capital bank account (WCBA). Per the WSFP the WCBA/reserve was to be used to fund future capital improvements of the water system.

The WSFP explicitly contemplated the use of the funds accumulated in the WCBA to pay for the costs of the Old Mill Road Waterline project. The WSFP forecasted project costs of \$1,385,100, and forecasted 73.3% funding of \$1,015,280 from federal/provincial governments. The entire excess of \$369,820 was to be paid for out of the WCBA.

The WSFP made representations that the WCBA at the beginning of 2021 would be \$286,470, and forecasted annual operating surpluses of \$256,966 in aggregate for the 2021 to 2023 fiscal years. As such the forecasts would expect that as of January 1, 2024 the WCBA balance would be \$543,436.

Per Council Report TR 2023-11-15 (amended) presented to Council on November 7, 2023 the actual cost of the Old Mill Road Waterline project was \$1,684,856, with 73.33%, being \$1,235,505, funded by the Ontario and Federal governments. The residual cost of \$449,353 is less than the forecasted amount expected to be in the WCBA.

Council Report TR 2023-11-15 makes no reference to the WSFP and the representations, commitments and forecasts therein; nor does Council Report MPM 2023-03-07 which was presented to Council on March 7, 2023. Furthermore, Mayor Bryan Barker in his various addresses/summations at the Council meetings of March 7, 2023 and November 7, 2023, and the Special Council meeting of December 12, 2023, made no mention of the WSFP. Rather, Council Report TR 2023-11-15 recommends various alternatives for Cost Recovery, whereby users of the water system would be required to make additional out of pocket contributions towards the \$449,353 residual project cost without any offset for accumulated reserves.

Furthermore, a portion of the \$449,353 was recommended to be paid out of general Township revenues even though the WSFP contemplated that the entire residual cost of the Old Mill Road waterline project was to be funded by surpluses from water operation.

A written delegation submission to the meeting of December 12, 2023 stated the understanding that there was a 'surplus in a water account that would more than cover the grants shortfall'. When asked by the Mayor to comment, the CAO stated there was no surplus/reserve, but did acknowledge that there is a water bank account. When asked by a Councillor what that bank account balance was, the CAO did not have that information available..

Purpose of Request

The accounting records of the Township need to be examined in order to determine the proper balance of the WCBA, and the corresponding reserve in respect of the water system, in accordance with the representations and commitments made in the WSFP. Subsequently the adjusted balance in the WCBA should be used to pay the \$449,353 of residual costs for the Old Mill Road waterline project to the maximum extent possible.

It is not appropriate for commitments and representations to be made by the Township to set aside in reserves the annual surpluses from the operation of the water system, but then co-mingle those surpluses with the general accounts of the Township to the benefit of residents who are not users of the water system.

It is also not appropriate for residents who are not users of the water system to be contributing towards the costs of water system projects when commitments and representations have been made by the Township that 100% of the costs are to be paid for by government funding and surpluses from the operation of the water system.

In its reports and deliberations on the funding of the residual costs of the Old Mill Road waterline project the Township has failed to so much as mention the WSFP and the commitments it has made thereunder, let alone perform the required accounting to compute water reserves thereunder. It is necessary for the residents of the Township to undertake that accounting exercise themselves, so that water users and non-water users alike are treated fairly.

Requested information

1. A copy of the previous Water System Financial Plan that was submitted when applying for renewal of Drinking Water System License 255-101 on or before

November 21, 2015.

2. All monthly statements for the water bank account for the period commencing January 2020 and ending December 2023.
3. Documentation and calculations used to determine the amount of \$286,470, which is represented in the WSFP as being the opening balance of the WCBA as at January 2021.
4. Attached is a schedule prepared from publicly available records setting out budgeted and actual revenues and expenses from operating the water system from 2020 to 2023. Please provide the records necessary, such as a detailed general ledger, in order that the schedule can be completed for 2022 actual results, 2023 budgeted activity, and 2023 actual results (when available in January 2024).
5. The detailed sub-ledger for 'non-contract services' for 2022 and 2023 (when available in January 2024).



Council Resolution Form

Date: 21 Mar 2024 No: Resolution No.61-24
Moved By: Councillor Popkie Disposition: CARRIED.
Seconded by Councillor Thomson
Item No: 12.1

Description: Cemetery Transfer/Abandonment Administration & Management Support

RESOLUTION:

That Council support the resolution passed by the Council of Tay Township during their December 20, 2023 Council Meeting regarding the Provincial Cemetery Management Support Request, including that the Province through the Ministry of Public and Business Service Delivery and the Bereavement Authority of Ontario (BAO) consider several points of concern to assist municipalities with the growing concern of cemetery transfers;

And furthermore, that a copy of this resolution and a copy Tay Township's resolution be circulated to the Honourable Todd McCarthy, Ministry of Public and Business Service Delivery, Jim Cassimatis, BAO Interim CEO/Registrar, John Yakabuski, MPP for Renfrew-Nipissing-Pembroke, and all Ontario Municipalities.

Recorded Vote Requested by:

.....n/a.....

	Yea	Nay
J. Levesque	_____	_____
T. Popkie	_____	_____
L. Thomson	_____	_____
R. Tripp	_____	_____
R. Weir	_____	_____


MAYOR

Declaration of Pecuniary Interest:

.....n/a.....

Disclosed his/her/their interest(s), vacated he/her/their seat(s),
abstained from discussion and did not vote

TAY TOWNSHIP

450 Park Street
PO Box 100
Victoria Harbour, Ontario
L0K 2A0



Received December 21, 2023
C-2023-442

December 21, 2023

Hon. Todd McCarthy
Minister of Public and Business Service Delivery
5th Floor
777 Bay St.
Toronto, ON M7A 2J3

sent via email Todd.McCarthy@pc.ola.org

Dear Hon. Todd McCarthy,

Re: Provincial Cemetery Management Support Request – Tay Township

Tay Township Council passed the following resolution during the December 20, 2023 Council Meeting regarding the Provincial Cemetery Management Support Request:

Whereas under the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), when a cemetery is declared abandoned by a judge of the Superior Court Justice, the local municipality within whose geographic boundaries the land of the cemetery is located, becomes the owner of the cemetery with all the rights and obligations in respect of the cemetery and the assets, trust funds and trust accounts related to it that the previous owner or operator possessed;

And Whereas over the last decade, there has been an increase in the number of churches and local cemetery boards initiating processes to transfer ownership or abandon their owned and operated cemeteries to the local municipality due to such issues as high maintenance costs, inaccuracy of records, lack of financial and human resources to effectively operate and maintain the cemetery, increased regulatory processes regarding training, selling of interment rights, financial operation of the care and maintenance fund, etc.;

And Whereas municipalities experience the same issues and pressures that churches and local boards experience with the operation and maintenance of cemeteries within its jurisdiction, and additional transfers of cemetery lands only compound the burden on municipal taxpayers;

And Whereas cemeteries are important infrastructure where the reasonable costs for interment rights, burials, monument foundations, corner stones and administration charges do not sufficiently support the general operation of cemeteries;

TAY TOWNSHIP

450 Park Street
PO Box 100
Victoria Harbour, Ontario
L0K 2A0



And Whereas the interest earned from the care and maintenance fund(s) of a cemetery do not provide adequate funding to maintain the cemetery with the rising costs of lawn and turf maintenance contracts and monument restoration;

Now Therefore Be It Resolved that Council of the Township of Tay requests that the Province through the Ministry of Public and Business Service Delivery and the Bereavement Authority of Ontario (BAO) consider the following to assist municipalities in this growing concern of cemetery transfers:

- Amending the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), to have the Province, through the BAO, identified as the default owner and operator of a cemetery when it is abandoned;
- Provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries;
- Provide free training opportunities for municipalities regarding cemetery administration; and,
- Investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost;

And that this resolution be circulated to the Hon. Todd McCarthy, Ministry of Public and Business Service Delivery, Jim Cassimatis, BAO Interim CEO/Registrar, MPP Jill Dunlop and all Ontario municipalities.

Sent on behalf of Tay Township Council.

Yours truly,

A handwritten signature in black ink, appearing to read "Katelyn Johns".

Katelyn Johns, MPPA
Municipal Clerk

Cc: Jim Cassimatis, BAO Interim CEO/Registrar, Hon. Jill Dunlop, Minister of Colleges and Universities/MPP, and all Ontario municipalities.


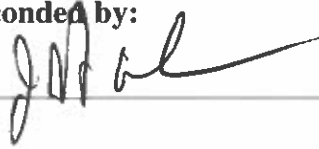


The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, November 7, 2023

Resolution # RC23265	Meeting Order: 10
Moved by: 	Seconded by: 

WHEREAS Canada has 90,000 volunteer firefighters who provide fire and all hazard emergency services to their communities; in addition, approximately 8,000 essential search and rescue volunteers respond to thousands of incidents every year; and

WHEREAS many of these individuals receive some form of pay on call, an honorarium, or are given some funding to cover expenses, but they do not draw a living wage from firefighting; and;

WHEREAS without volunteer firefighters and search and rescue volunteers, thousands of communities in Canada would have no fire and emergency response coverage; and;

WHEREAS in 2013, the federal government initiated a tax credit recognizing these individuals, and calling on the federal government to increase this tax credit from \$3,000 to \$10,000; and;

WHEREAS volunteer firefighters account for 71% of Canada's total firefighting essential first responders;

- The tax code of Canada currently allows volunteer firefighters and search and rescue volunteers to claim a \$3,000 tax credit if 200 hours of volunteer services were completed in a calendar year;
- This works out to a mere \$450 per year, which we allow these essential volunteers to keep of their own income from their regular jobs, \$2.25 an hour;
- If they volunteer more than 200 hours, which many do, this tax credit becomes even less;
- These essential volunteers not only put their lives on the line and give their time, training and efforts to Canadians, but they also allow cities and municipalities to keep property taxes lower than if paid services were required;

p.2...



The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

- It would also help retain these volunteers in a time when volunteerism is decreasing.

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Municipality of Wawa call upon the Government of Canada to support Bill C-310 and enact amendments to subsections 118.06 (2) and 118.07 (2) of the Income Tax Act in order to increase the amount of the tax credits for volunteer firefighting and search and rescue volunteer services from \$3,000 to \$10,000; and;

FURTHERMORE THAT a copy of the resolution be shared with the Association of Fire Chiefs of Ontario, Algoma Mutual Aid Association, Association of Municipalities of Ontario and all Ontario municipalities.

RESOLUTION RESULT		RECORDED VOTE		
<input checked="" type="checkbox"/>	CARRIED	MAYOR AND COUNCIL	YES	NO
<input type="checkbox"/>	DEFEATED	Mitch Hatfield		
<input type="checkbox"/>	TABLED	Cathy Cannon		
<input type="checkbox"/>	RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
<input type="checkbox"/>	PECUNIARY INTEREST DECLARED	Jim Hoffmann		
<input type="checkbox"/>	WITHDRAWN	Joseph Opato		

Disclosure of Pecuniary Interest and the general nature thereof.

- ☐ Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk: _____

MAYOR – MELANIE PILON	CLERK – MAURY O'NEILL



CORPORATION OF THE CITY OF
CLARENCE-ROCKLAND REGULAR MEETING

RESOLUTION

Council Regular meeting

Resolution: 2024-16
Title: Resolution proposed by Councillor Kyle Cyr and seconded by Mayor Mario Zanth regarding the 9-8-8 National suicide and crisis hotline
Date: February 14, 2024

Moved by Kyle Cyr
Seconded by Mario Zanth

WHEREAS Canada has adopted 9-8-8, as National three-digit suicide and crisis hotline; and
WHEREAS the City of Clarence-Rockland recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;
BE IT RESOLVED THAT the City of Clarence-Rockland continues to endorse the 9-8-8 Crisis Line initiative and will display the 9-8-8 information poster in all its municipal buildings; and
BE IT FURTHER RESOLVED THAT a copy of this resolution be sent to Todd Doherty, MP for Cariboo-Prince George, as well as all Ontario municipalities.

CARRIED

Monique Ouellet/Clerk



CORPORATION DE LA CITÉ DE
CLARENCE-ROCKLAND
RÉUNION RÉGULIÈRE

RÉSOLUTION

Réunion régulière du conseil

Résolution: 2024-16
Titre: Résolution proposée par le conseiller Kyle Cyr et appuyée du maire Mario Zanth au sujet du 9-8-8, soit la ligne d'assistance nationale sur le suicide et les crises.
Date: le 14 février 2024

Proposée par Kyle Cyr
Appuyée par Mario Zanth

ATTENDU QUE le Canada a adopté le 9-8-8, comme ligne d'assistance nationale à trois chiffres sur le suicide et les crises ; et
ATTENDU QUE la Cité de Clarence-Rockland reconnaît qu'il s'agit d'une initiative importante pour s'assurer que les obstacles critiques sont éliminés pour les personnes en situation de crise et qui demandent de l'aide ;
QU'IL SOIT RÉSOLU QUE la Cité de Clarence-Rockland continue d'appuyer l'initiative de la ligne d'écoute 9-8-8 et affichera l'affiche d'information 9-8-8 dans tous ses édifices municipaux; et
QU'IL SOIT AUSSI RÉSOLU QU'une copie de cette résolution soit envoyée à Todd Doherty, MP de Cariboo-Prince George, ainsi qu'à toutes les municipalités de l'Ontario.

ADOPTÉE

Monique Ouellet/Greffière



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

Espanola Hub
148 Fleming St, Suite 5
Espanola, ON P5E 1R8

Tel: 705 869 5578
Fax: 705-869-4374
www.ocwa.com

February 28, 2024

Emily Dance, Clerk/CAO
The Corporation of the Township of Billings
15 Old Mill Road, Box 34
Kagawong, Ontario
P0P 1J0

Re: O. Reg. 170 Section 11 & Schedule 22 Annual Reporting under SDWA
O. Reg 387 Section 9 Annual Reporting under OWRA
For the Kagawong Water Treatment Plant
Waterworks No.: 210003084

Dear Emily Dance;

Attached are the [2023](#) Annual and Summary Reports for the Kagawong Water System. The Reports are based on information provided by Operators as of [February 20, 2024](#) in accordance with Section 11 and Schedule 22 of O. Reg. 170/03, under the Safe Drinking Water Act. A confirmation of submission of the PTTW reporting, as required by O.Reg 387, is included as part of the report.

Please note that any Orders that you have received directly from the MECP or any major expense incurred by the Municipality which is not listed should be reviewed and added to the report.

As per Schedule 22 of O. Reg. 170/03, this Summary Report is to be provided to the members of the municipal council no later than March 31, [2024](#). Please ensure this distribution.

Section 12 of O. Reg. 170/03, requires both the Summary Report and the Annual Report be made available for inspection by any member of the public during normal business hours, without charge. The reports should be made available for inspection at the office of the municipality or at a location that is reasonably convenient to the users of the water system.

Sincerely,

A handwritten signature in black ink, appearing to read "Sarah Beaulieu".

Sarah Beaulieu
Process & Compliance Technician
Ontario Clean Water Agency

Kagawong Water Treatment

Large Municipal Residential Drinking Water System

January 1, 2023 – December 31, 2023

***O.Reg 170/03 Schedule 22 Summary Report
O.Reg 170/03 Section 11 Annual Report
&
O.Reg 387/04 Annual Record of Water Taking***

Prepared by the Ontario Clean Water Agency
For The Corporation of the Township of Billings



Ontario Clean Water Agency
Agence Ontarienne Des Eaux



Drinking-Water System Number: 220003084
Drinking-Water System Name: KAGAWONG DRINKING WATER SYSTEM
Drinking-Water System Owner: The Corporation of the Township of Billings
Drinking-Water System Category: Large Municipal Residential

SECTION 1: INTRODUCTION

This document is prepared in accordance with Section 11 and Schedule 22 of O.Reg.170/03 under the Safe Drinking Water Act and with Section 9 of O.Reg.387/04 under the Ontario Water Resources Act. The reports are prepared by the Ontario Clean Water Agency. Acronyms and definitions can be found at the end of the report.

A copy of the Summary Report must be provided to the members of the municipal council by March 31, [2024](#).

SECTION 2: REQUIREMENTS OF THE REPORTS

Schedule 22 Report

The report must list the requirements of the Act, the regulations, the system's approval and any order that the system **failed to meet** at any time during the period covered by the report. It must also specify the duration of the failure, and for each failure referred to, describe the measures that were taken to correct the failure.

For the purpose of enabling the owner of the system to assess the rated capability of their system to meet existing and future planned water uses, the following information is required to be included in this report:

- A summary of the quantities and flow rates of the water supplied during the period covered by the report, including monthly average and maximum daily flows.
- A comparison of the summary to the rated capacity and flow rates approved in the systems approval.

Section 11 Report

The annual report must contain the following:

- A brief description of the drinking water system and a list of chemicals used by the system.
- A description of any major expenses incurred during the period covered by the report to install, repair or replace required equipment.
- A summary of all adverse water quality incidents (AWQI) reported to the Ministry
- A summary of corrective actions taken in response all AWQIs
- A summary of all test results required under the regulation, under an approval, municipal drinking water licence or order, including an OWRA order.
- A statement of where a Schedule 22 report will be available for inspection.

The report must be prepared not later than February 28 of the following year.

Regulation 387 Report

On or before March 31 in every year, every holder of a permit to take water (PTTW) shall submit to a Director the data collected and recorded for the previous year.

A record of annual water taking can be found in [Appendix A](#).



SECTION 3: SCHEDULE 22 REPORT

Flows - Treated

In accordance with the Municipal Drinking Water License (MDWL), the Kagawong WTP shall not be operated to exceed a maximum daily volume of 1002 m³/d to the distribution system.

In The daily treated water maximum flow was 625.2 m³ in June and represents 62% of capacity. In 2023, the total volume of water sent to the distribution system was 68,203.7 m³

The quantity of treated water supplied during the reporting period **did not** exceed the rated maximum capacity.

Flows - Raw

Daily raw maximum instantaneous flow is stated in the PTTW at a maximum rate of flow of 11.67 L/s and a maximum daily volume of 1008 m³/d.

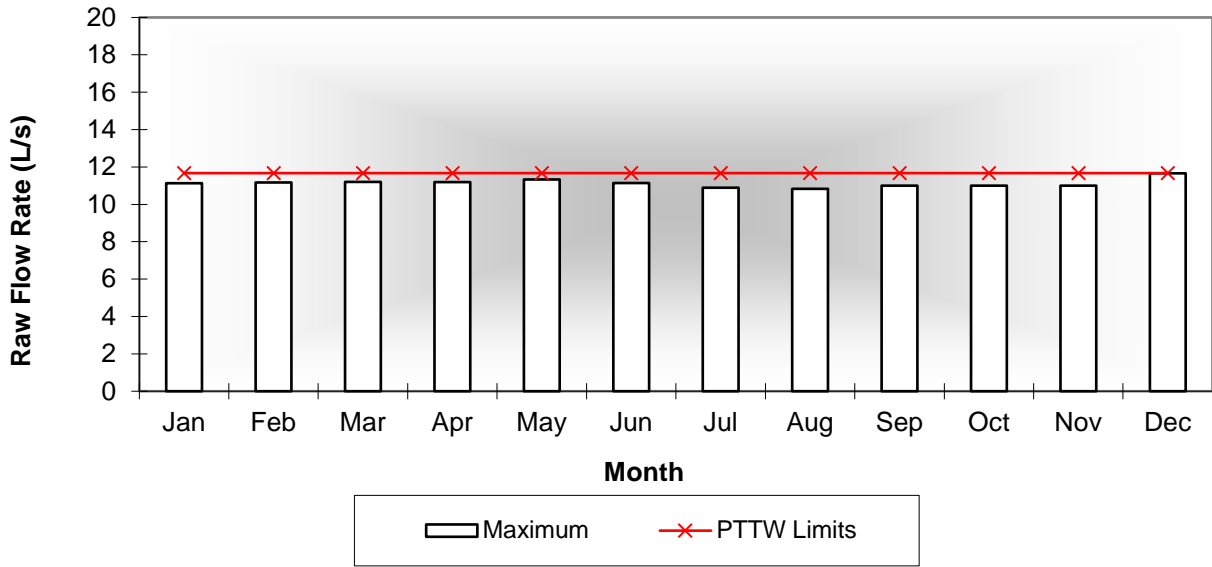
The average monthly raw water flow for this reporting period was 222.08 m³/d. The maximum daily flow was 751.8 m³/d representing 74.6% of water taking limits. In 2023, the total volume of water taken from the environment was 81,058.6 m³

The quantity of raw water taken **did not** exceed the limits stipulated within the PTTW.

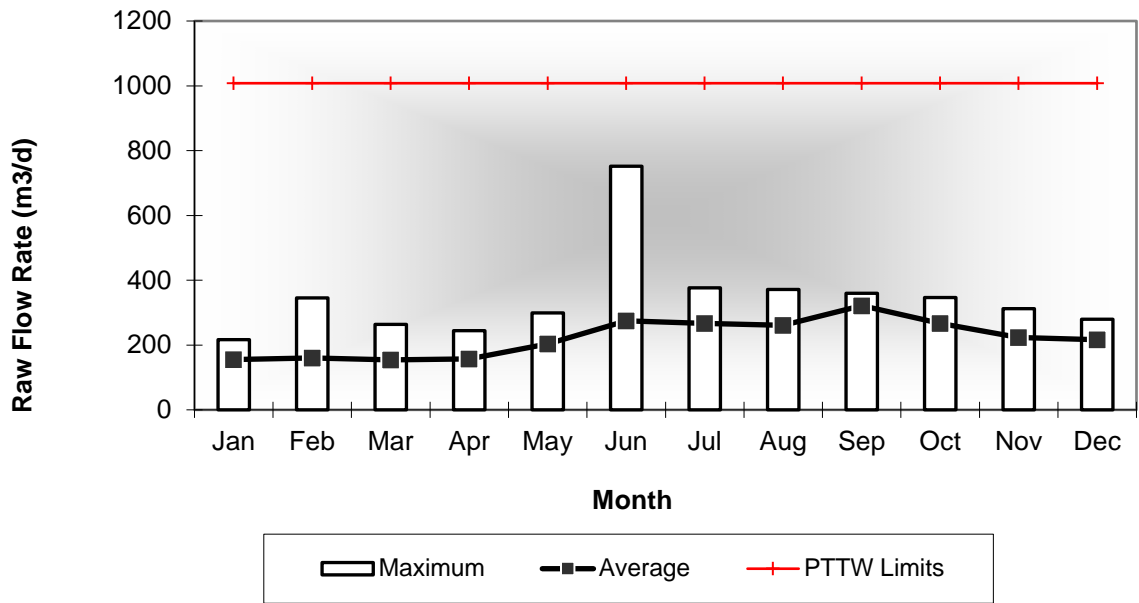
RAW WATER FLOW DATA - TOTAL ALL SOURCES						
Month	Total Monthly Flow (m ³)	Average Flow (m ³ /d)	Maximum Flow (m ³ /d)	Maximum Flow Rate (L/s)	Limits	
					L/s (PTTW)	m ³ /d (PTTW)
January	4,815.7	155.35	216.6	11.13	11.67	1,008
February	4,478.9	159.96	345.4	11.17	11.67	1,008
March	4,779.4	154.17	263.7	11.2	11.67	1,008
April	4,728.2	157.61	244.3	11.19	11.67	1,008
May	6,321.6	203.92	299.1	11.33	11.67	1,008
June	8,238	274.6	751.8	11.14	11.67	1,008
July	8,265.1	266.62	376.5	10.89	11.67	1,008
August	8,085.6	260.83	371.5	10.83	11.67	1,008
September	9,645.6	321.52	359.7	11	11.67	1,008
October	8,282.6	267.18	346.6	11.00	11.67	1,008
November	6,698.3	223.28	312.2	11	11.67	1,008
December	6,719.6	216.76	279.6	11.66	11.67	1,008
Total	81,058.6					
Average		222.08				
Maximum			751.8	11.66	11.67	1,008



Kagawong WTP Raw Flow Rates



Kagawong WTP Raw Flow Data





Annual Raw Water Review

Raw Water Taking	Total Taking m3/d	Average Day m3/d	Max Day m3/d	Max Day % of PTTW allowable 1008 m3/d
2023	81,058.6	222.08	751.8	74.6%
2022	75,634	207.22	440.6	44%
2021	114,412.2	313.46	666.1	66%
2020	101,698.2	277.86	609.8	60%

System Failures and Corrective Actions

The latest inspection of the drinking water facility took place on **May 18, 2023**. The facility scored **0/469** providing a rating of **100%**.

AWQIs reported to the Ministry

Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date
25-May-23	Pressure	0	psi	AWQI#162008 – A section of the distribution was valved off in order to tie in a new watermain. After the repair was complete, pressure was regained and the area was flushed. Two sets of bacti samples were collected as directed by SDHU. All results were non-detect. The SDHU then gave permission to lift the BWA.	30-May-23
09-Jun-23	Pressure	0	psi	AWQI#162162 – while the Tower was offline for inspection, there was an issue with the isolation of the pressure sensor resulting in the high lift pumps shutting down. This caused a low pressure event in the Town. After pressure was regained, flushing was completed and two sets of bacti samples were collected. All bacti results were non-detect. The AWQI and BWA were resolved on June 13.	13-Jun-23

SECTION 4: SECTION 11 REPORT

Information to be provided

Population Served 300	
Does your Drinking-Water System serve more than 10,000 people? No	
Is your annual report available to the public at no charge on a web site on the Internet? Yes	
Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection. Township of Billings, Township Office 15 Old Mill Road	



Kagawong, Ontario	
POP 110	
Number of Designated Facilities served: 0	
Did you provide a copy of your annual report to all Designated Facilities you serve?	NA
Number of Interested Authorities you report to: 0	
Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility?	NA
List all Drinking-Water Systems (if any), and their DWS Number which receive all of their drinking water from your system:	N/A
Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?	N/A
Indicate how you notified system users that your annual report is available, and is free of charge.	Public access/notice via newspaper
Indicate if you notified system users that your annual report is available and is free of charge using an alternate method	Yes

The Kagawong Water treatment facility consists of a low lift pumping station with three submersible pumps. The low lift pumping station includes a zebra mussel control system utilizing sodium hypochlorite.

Prior to Aug 27, 2015, treatment consisted of membrane filtration comprised of two concrete tanks each having six ultrafiltration units. Each unit contained 12 modules with a filtering area of 23.23 m². There were three permeate pumps used to push the water to the chlorine contact chamber.

An upgrade to the membrane system was completed in 2015. The membrane system now consists of 2 ultrafiltration zeebox package units. By August 2nd, 1 unit was online and providing water to the distribution while the second unit was online by November 2nd.

The contact chamber maintains a constant volume of 162 m³. Following the chlorine contact chamber there are two clear wells, each having a storage volume of 749.8 m³. The high lift pumping consists of four centrifugal high lift pumps, with two pumps having a capacity of 57.87 L/s and two pumps having a capacity of 28.94 L/s. The process back pulse & reject water from the plant is de-chlorinated and discharged back to the North Channel.

Chemicals Used

Sodium Hypochlorite (12%)	Disinfection and clean-in-place
Sodium Hydroxide	Neutralization of wastewater
Citric Acid	Clean-in-place
Calcium Thiosulphate (Captor)	Dechlorination of reject water & wastewater



Significant Expenses

Significant expenses incurred to

- ☐ Install required equipment
☒ Repair required equipment
☒ Replace required equipment

Work Order	Completion Date	Comment
2774417	31-Dec-23	Installation of backwash pump motor – \$4,695.90
3201221	09-May-23	Installation of public water dispensers – \$14,252.28
3247736	31-Mar-23	High lift pump PRV replacement – \$4,279.38
3338097	31-Mar-23	6" raw water pipe repair – \$1,830.19
3479543	13-Oct-23	High lift pump #2 softstarter replacement – \$4,695.90
	13-Oct-23	High lift pump #1 softstarter replacement – \$6,891.39

Adverse Water Quality Incidents

Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre

Incident Date	Parameter	Result	Unit of Measure	Comment / Corrective Action	Corrective Action Date
25-May-23	Pressure	0	psi	AWQI#162008 – A section of the distribution was valved off in order to tie in a new watermain. After the repair was complete, pressure was regained and the area was flushed. Two sets of bacti samples were collected as directed by SDHU. All results were non-detect. The SDHU then gave permission to lift the BWA.	30-May-23
09-Jun-23	Pressure	0	psi	AWQI#162162 – while the Tower was offline for inspection, there was an issue with the isolation of the pressure sensor resulting in the high lift pumps shutting down. This caused a low pressure event in the Town. After pressure was regained, flushing was completed and two sets of bacti samples were collected. All bacti results were non-detect. The AWQI and BWA were resolved on June 13.	13-Jun-23

Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03.

	No. of Samples Collected	Range of E.Coli		Range of Total Coliform Results		Number of HPC Samples	Range of HPC Results	
		Min #	Max #	Min #	Max #		Min #	Max #
Raw Water	52	0	NDOGT	0	NDOGT	N/A	N/A	N/A
Treated Water	52	0	0	0	0	52	0	6
Distribution	118	0	0	0	0	52	0	1620



Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03

	No. of Samples Collected	Range of Results		Units of Measure
		Minimum	Maximum	
Turbidity – Filter 1	8760	0	0.57	(NTU)
Turbidity – Filter 2	8760	0	1	(NTU)
Free Chlorine Residual – TW	8760	0.88	4.22	(mg/L)
Free Chlorine Residual, Distribution Location 1	103	0.49	2.20	(mg/L)
Free Chlorine Residual, Distribution Location 2	103	0.075	2.13	(mg/L)
Free Chlorine Residual, Distribution Location 3	103	0.60	2.20	(mg/L)
Free Chlorine Residual, Distribution Location 4	51	0.71	2.16	(mg/L)

Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.

Date of legal instrument issued	Parameter and limits	Month Sampled	Day Sampled	Result	Unit of Measure
255-101 Issue 1 Issue Date: November 23, 2021 Expiry Date: November 22, 2026	Point of discharge from the backwash reservoir Total Suspended Solids 25 mg/L (annual average)	Jan	3	3	mg/L
		Feb	6	<2	mg/L
		Mar	6	4	mg/L
		Apr	11	2	mg/L
		May	1	2	mg/L
		Jun	5	2	mg/L
		Jul	4	6	mg/L
		Aug	8	8	mg/L
		Sep	5	2	mg/L
		Oct	3	5	mg/L
		Nov	6	2	mg/L
		Dec	4	3	mg/L
		Annual Average		3.42	mg/L

Date of legal instrument issued	Parameter and limits	Month Sampled	Day Sampled	Result	Unit of Measure
255-101 Issue 1 Issue Date: November 23, 2021 Expiry Date: November 22, 2026	Total Chlorine Residual 0.02 mg/L annual average Quarterly samples	Jan	3	0.05	mg/L
		Feb	6	0.07	mg/L
		Mar	6	0.05	mg/L
		Apr	11	0.04	mg/L
		May	1	0.04	mg/L
		Jun	5	0.00	mg/L
		Jul	4	0.00	mg/L
		Aug	8	0.00	mg/L
		Sep	5	0.00	mg/L
		Oct	3	0.00	mg/L
		Nov	6	0.00	mg/L
		Dec	4	0.00	mg/L
		Annual Average		0.02	mg/L



Summary of Inorganic parameters tested during this reporting period or the most recent sample results

TREATED WATER	Sample Date (yyyy/mm/dd)	Sample Result	MAC	No. of Exceedances	
				MAC	1/2 MAC
Antimony: Sb (ug/L) - TW	2023/01/09	< MDL 0.6	6	No	No
Arsenic: As (ug/L) - TW	2023/01/09	0.4	10	No	No
Barium: Ba (ug/L) - TW	2023/01/09	12.9	1000	No	No
Boron: B (ug/L) - TW	2023/01/09	17	5000	No	No
Cadmium: Cd (ug/L) - TW	2023/01/09	0.004	5	No	No
Chromium: Cr (ug/L) - TW	2023/01/09	0.2	50	No	No
Mercury: Hg (ug/L) - TW	2023/01/09	< MDL 0.01	1	No	No
Selenium: Se (ug/L) - TW	2023/01/09	0.17	50	No	No
Uranium: U (ug/L) - TW	2023/01/09	0.184	20	No	No

TREATED WATER	Sample Date (yyyy/mm/dd)	Sample Result	MAC	No. of Exceedances	
				MAC	1/2 MAC
Fluoride (mg/L) - TW	2021/01/18	0.1	1.5	No	No
Nitrate : (mg/L) - TW	2023/01/03	0.199	10	No	No
Nitrate : (mg/L) - TW	2023/01/09	0.192	10	No	No
Nitrate : (mg/L) - TW	2023/04/11	0.202	10	No	No
Nitrate : (mg/L) - TW	2023/07/05	0.133	10	No	No
Nitrate : (mg/L) - TW	2023/10/05	0.175	10	No	No
Nitrite : (mg/L) - TW	2023/01/03	< MDL 0.003	1	No	No
Nitrite : (mg/L) - TW	2023/01/09	< MDL 0.003	1	No	No
Nitrite : (mg/L) - TW	2023/04/11	< MDL 0.003	1	No	No
Nitrite : (mg/L) - TW	2023/07/05	< MDL 0.003	1	No	No
Nitrite : (mg/L) - TW	2023/10/05	< MDL 0.003	1	No	No
Sodium / Na (mg/L) - TW	2021/01/18	5.84	20*	No	No

*There is no "MAC" for Sodium. The aesthetic objective for sodium in drinking water is 200 mg/L. The local Medical Officer of Health should be notified when the sodium concentration exceeds 20 mg/L so that this information may be communicated to local physicians for their use with patients on sodium restricted diets.

Summary of Lead testing under Schedule 15.1 during this reporting period

Location Type	Number of Samples	Range of Results		MAC (ug/L)	Number of Exceedances
		Minimum	Maximum		
Distribution - Lead Results (ug/L)	n/a			10	N/A
Distribution - Alkalinity (mg/L)	2	66	68	N/A	N/A
Distribution - pH In-House	2	8.25	8.31	N/A	N/A



Summary of Organic parameters sampled during this reporting period or the most recent results

TREATED WATER	Sample Date (yyyy/mm/dd)	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
1,1-Dichloroethylene (ug/L)-TW	2023/01/09	< MDL 0.33	14	No	No
1,2-Dichlorobenzene (ug/L)-TW	2023/01/09	< MDL 0.41	200	No	No
1,2-Dichloroethane (ug/L)-TW	2023/01/09	< MDL 0.35	5	No	No
1,4-Dichlorobenzene (ug/L)-TW	2023/01/09	< MDL 0.36	5	No	No
2,3,4,6-Tetrachlorophenol (ug/L)-TW	2023/01/09	< MDL 0.2	100	No	No
2,4,6-Trichlorophenol (ug/L)-TW	2023/01/09	< MDL 0.25	5	No	No
2,4-Dichlorophenol (ug/L)-TW	2023/01/09	< MDL 0.15	900	No	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (ug/L)-TW	2023/01/09	< MDL 0.19	100	No	No
2-methyl-4-chlorophenoxyacetic acid (MCPA) (ug/L)-TW	2023/01/09	< MDL 0.12	100	No	No
Alachlor (ug/L) -TW	2023/01/09	< MDL 0.02	5	No	No
Atrazine + N-dealkylated metabolites (ug/L)-TW	2023/01/09	< MDL 0.01	5	No	No
Azinphos-methyl (ug/L)-TW	2023/01/09	< MDL 0.05	20	No	No
Benzene (ug/L)-TW	2023/01/09	< MDL 0.32	1	No	No
Benzo(a)pyrene (ug/L)-TW	2023/01/09	< MDL 0.004	0.01	No	No
Bromoxynil (ug/L)-TW	2023/01/09	< MDL 0.33	5	No	No
Carbaryl (ug/L)-TW	2023/01/09	< MDL 0.05	90	No	No
Carbofuran (ug/L) -TW	2023/01/09	< MDL 0.01	90	No	No
Carbon Tetrachloride (ug/L) -TW	2023/01/09	< MDL 0.17	2	No	No
Chlorpyrifos (ug/L) -TW	2023/01/09	< MDL 0.02	90	No	No
Diazinon (ug/L)-TW	2023/01/09	< MDL 0.02	20	No	No
Dicamba (ug/L)-TW	2023/01/09	< MDL 0.2	120	No	No
Dichloromethane (Methylene Chloride) (ug/L)-TW	2023/01/09	< MDL 0.35	50	No	No
Diclofop-methyl (ug/L)-TW	2023/01/09	< MDL 0.4	9	No	No
Dimethoate (ug/L)-TW	2023/01/09	< MDL 0.06	20	No	No
Diquat (ug/L)-TW	2023/01/09	< MDL 1	70	No	No
Diuron (ug/L)-TW	2023/01/09	< MDL 0.03	150	No	No
Glyphosate (ug/L)-TW	2023/01/09	< MDL 1	280	No	No
Malathion (ug/L)-TW	2023/01/09	< MDL 0.02	190	No	No
Metolachlor (ug/L)-TW	2023/01/09	< MDL 0.01	50	No	No
Metribuzin (ug/L)-TW	2023/01/09	< MDL 0.02	80	No	No
Monochlorobenzene (Chlorobenzene) (ug/L)-TW	2023/01/09	< MDL 0.3	80	No	No
Paraquat (ug/L)-TW	2023/01/09	< MDL 1	10	No	No
PCB (ug/L)-TW	2023/01/09	< MDL 0.04	3	No	No
Pentachlorophenol (ug/L)-TW	2023/01/09	< MDL 0.15	60	No	No
Phorate (ug/L)-TW	2023/01/09	< MDL 0.01	2	No	No
Picloram (ug/L)-TW	2023/01/09	< MDL 1	190	No	No
Prometryne (ug/L)-TW	2023/01/09	< MDL 0.03	1	No	No
Simazine (ug/L)-TW	2023/01/09	< MDL 0.01	10	No	No
Terbufos (ug/L)-TW	2023/01/09	< MDL 0.01	1	No	No
Tetrachloroethylene (ug/L)-TW	2023/01/09	< MDL 0.35	10	No	No



Triallate (ug/L) -TW	2023/01/09	< MDL 0.01	230	No	No
Trichloroethylene (ug/L)-TW	2023/01/09	< MDL 0.44	5	No	No
Trifluralin (ug/L)-TW	2023/01/09	< MDL 0.02	45	No	No
Vinyl Chloride (ug/L)-TW	2023/01/09	< MDL 0.17	1	No	No
DISTRIBUTION WATER					
Trihalomethane: Total (ug/L) Annual Average – DW1	2023/12/31	62.8	100.00	No	Yes
HAA Total (ug/L) Annual Average – DW1	2023/12/31	34.7	80.0	No	No

SECTION 5: RAW WATER SUBMISSIONS

Raw water flows were submitted to the Ministry on [January 25, 2024](#).

The screenshot shows the Ontario Water Taking Data submission confirmation page. At the top, the Ontario logo is visible. Below it, the location is specified as 'WTRS / WT DATA / Input WT Record' and the record ID is 'WTRS-WT-008'. A green box highlights the message 'Water Taking Data submitted successfully.' Below this, a 'Confirmation:' section contains the following text: 'Thank you for submitting your water taking data online.', 'Permit Number: 8607-BB3LLK', 'Permit Holder: THE CORPORATION OF THE TOWNSHIP OF BILLINGS.', 'Received on: Jan 25, 2024 2:59 PM', and a disclaimer: 'This confirmation indicates that your data has been received by the Ministry, but should not be construed as acceptance of this data if it differs from that specified on the Permit Number, assigned to the Permit Holder stated above.' A 'Return to Main Page' button is located at the bottom of the confirmation section. On the right side, the version information is displayed: 'TOWN2 BILLINGS2 | 2024/01/25', 'version: v4.5.0.21 (build#: 22)', and 'Last modified: 2018/09/18'. At the bottom left, the Ontario logo is followed by the text 'This site maintained by the Government of Ontario'. At the bottom right, the copyright notice '©2024 Queen's Printer for Ontario' is visible.

SECTION 6: CONCLUSION

The Kagawong WTP delivers water that, in all its treated and distribution samples, indicates the water to be free of bacteriological contamination.

Based on information available for the [2023](#) operating year, the [Kagawong WTP](#) was able to meet the demand of water use without exceeding the PTTW or the MDWL.



List of Acronyms and Definitions

Alkalinity	The capacity of water for neutralizing an acid solution
AWQI	Adverse Water Quality Incident- when a water sample test result exceeds the Ontario Drinking Water Quality Standards
Backwash	Water pumped backwards to clean filters
BWA	Boil Water Advisory; Issued when risk of contamination is possible in drinking water
CFU	Colony Forming Units
Chlorine Residual	A low level of chlorine remaining in water after disinfection occurs
DW	Distribution Water
DWA	Drinking Water Advisory; Issued when water cannot be consumed by any means
DWWP	Drinking Water Works Permit - provides a description of the overall system
E.Coli	Bacteria used as indicators to measure the degree of pollution and sanitary quality of water
GUDI 170/03	Groundwater Under Direct Influence – Considered to be surface water under O.Reg
HPC	Heterotrophic Plant Count
L/s	Litres per Second
m ³ /d	Cubic Metres per Day
MAC	Maximum Acceptable Concentration
MDL	Minimum Detection Level
MDWL requirements	Municipal Drinking Water Licence - relates to the operation and performance
mg/L	Miligrams per Litre
Ministry	Ministry of the Environment, Conservation and Parks
MECP	Ministry of the Environment, Conservation and Parks
NDOGN	No Data: Overgrown with Non Target Bacteria
NDOGT	No Data: Overgrown with Target Bacteria
O.Reg	Ontario Regulation
PTTW water	Permit to Take Water – Permit which allows water taking from groundwater or surface
RW	Raw Water
TC	Total Coliforms
TSS	Total Suspended Solids
Turbidity	Cloudiness or haziness of water
TW	Treated Water



Appendix A

Raw Water Flows

Ontario Clean Water Agency
Annual Water Taking and Transfer Report
 From 01/01/2023 To 12/31/2023

Facility: KAGAWONG DRINKING WATER SYSTEM-1010
 Tag: Raw Flow: Sum (m3/d)
 Tag Group: Raw Water

Permit#: 8607-BB3LLK
 Source Name: Lake Huron (North Channel, Mudge Bay)
 Source: Lake
 Type:
 Purpose: Municipal

Coordinate Zone: 17
 Easting: 401405
 Northing: 5085124
 Method deter: Metered

Date Measured	Value (m³/d)	Value (Litres)
01/01/2023	111.0000	111000.0000
02/01/2023	162.8000	162800.0031
03/01/2023	141.2000	141199.9969
04/01/2023	132.4000	132399.9939
05/01/2023	141.9000	141899.9939
06/01/2023	164.3000	164300.0031
07/01/2023	162.9000	162899.9939
08/01/2023	166.5000	166500.0000
09/01/2023	159.9000	159899.9939
10/01/2023	153.7000	153699.9969
11/01/2023	155.4000	155399.9939
12/01/2023	111.5000	111500.0000
13/01/2023	186.9000	186899.9939
14/01/2023	161.8000	161800.0031
15/01/2023	158.6000	158600.0061
16/01/2023	155.9000	155899.9939
17/01/2023	202.6000	202600.0061
18/01/2023	110.1000	110099.9985
19/01/2023	162.5000	162500.0000
20/01/2023	160.7000	160699.9969
21/01/2023	118.8000	118800.0031
22/01/2023	216.6000	216600.0061
23/01/2023	108.8000	108800.0031
24/01/2023	216.4000	216399.9939
25/01/2023	109.8000	109800.0031
26/01/2023	166.4000	166399.9939
27/01/2023	156.0000	156000.0000
28/01/2023	125.5000	125500.0000
29/01/2023	205.6000	205600.0061
30/01/2023	113.7000	113699.9969
31/01/2023	215.5000	215500.0000
01/02/2023	107.9000	107900.0015
02/02/2023	207.8000	207800.0031
03/02/2023	110.4000	110400.0015
04/02/2023	68.8000	68800.0031
05/02/2023	162.6000	162600.0061
06/02/2023	232.5000	232500.0000
07/02/2023	161.5000	161500.0000
08/02/2023	188.5000	188500.0000
09/02/2023	188.9000	188899.9939
10/02/2023	170.8000	170800.0031
11/02/2023	345.4000	345399.9939

12/02/2023	72.7000	72699.9969
13/02/2023	232.9000	232899.9939
14/02/2023	128.7000	128699.9969
15/02/2023	56.3000	56299.9992
16/02/2023	242.3000	242300.0031
17/02/2023	152.0000	152000.0000
18/02/2023	183.4000	183399.9939
19/02/2023	107.6000	107599.9985
20/02/2023	186.4000	186399.9939
21/02/2023	201.2000	201199.9969
22/02/2023	163.3000	163300.0031
23/02/2023	180.2000	180199.9969
24/02/2023	165.0000	165000.0000
25/02/2023	87.5000	87500.0000
26/02/2023	101.8000	101800.0031
27/02/2023	172.4000	172399.9939
28/02/2023	100.1000	100099.9985
01/03/2023	0.0000	0.0000
02/03/2023	257.2000	257200.0122
03/03/2023	129.1000	129100.0061
04/03/2023	203.1000	203100.0061
05/03/2023	116.7000	116699.9969
06/03/2023	139.2000	139199.9969
07/03/2023	209.3000	209300.0031
08/03/2023	106.6000	106599.9985
09/03/2023	213.3000	213300.0031
10/03/2023	107.5000	107500.0000
11/03/2023	212.3000	212300.0031
12/03/2023	107.1000	107099.9985
13/03/2023	169.8000	169800.0031
14/03/2023	143.0000	143000.0000
15/03/2023	139.6000	139600.0061
16/03/2023	209.8000	209800.0031
17/03/2023	107.1000	107099.9985
18/03/2023	209.0000	209000.0000
19/03/2023	118.8000	118800.0031
20/03/2023	164.4000	164399.9939
21/03/2023	101.1000	101099.9985
22/03/2023	263.7000	263700.0122
23/03/2023	109.7000	109699.9969
24/03/2023	209.4000	209399.9939
25/03/2023	118.4000	118400.0015
26/03/2023	144.8000	144800.0031
27/03/2023	208.9000	208899.9939
28/03/2023	107.8000	107800.0031
29/03/2023	189.6000	189600.0061
30/03/2023	136.3000	136300.0031
31/03/2023	126.8000	126800.0031
01/04/2023	185.6000	185600.0061
02/04/2023	159.5000	159500.0000
03/04/2023	138.0000	138000.0000
04/04/2023	184.8000	184800.0031
05/04/2023	78.9000	78900.0015
06/04/2023	244.3000	244300.0031
07/04/2023	116.0000	116000.0000
08/04/2023	219.2000	219199.9969
09/04/2023	118.0000	118000.0000
10/04/2023	105.4000	105400.0015
11/04/2023	223.9000	223899.9939
12/04/2023	146.8000	146800.0031
13/04/2023	180.7000	180699.9969

14/04/2023	118.7000	118699.9969
15/04/2023	207.7000	207699.9969
16/04/2023	172.1000	172100.0061
17/04/2023	161.1000	161100.0061
18/04/2023	154.6000	154600.0061
19/04/2023	156.8000	156800.0031
20/04/2023	110.5000	110500.0000
21/04/2023	208.3000	208300.0031
22/04/2023	110.4000	110400.0015
23/04/2023	212.1000	212100.0061
24/04/2023	90.4000	90400.0015
25/04/2023	210.0000	210000.0000
26/04/2023	110.7000	110699.9969
27/04/2023	108.7000	108699.9969
28/04/2023	209.4000	209399.9939
29/04/2023	110.8000	110800.0031
30/04/2023	174.8000	174800.0031
01/05/2023	144.5000	144500.0000
02/05/2023	140.4000	140399.9939
03/05/2023	121.7000	121699.9969
04/05/2023	205.2000	205199.9969
05/05/2023	112.4000	112400.0015
06/05/2023	143.2000	143199.9969
07/05/2023	185.7000	185699.9969
08/05/2023	117.9000	117900.0015
09/05/2023	183.5000	183500.0000
10/05/2023	230.3000	230300.0031
11/05/2023	232.9000	232899.9939
12/05/2023	210.7000	210699.9969
13/05/2023	219.1000	219100.0061
14/05/2023	197.9000	197899.9939
15/05/2023	249.3000	249300.0031
16/05/2023	244.5000	244500.0000
17/05/2023	147.4000	147399.9939
18/05/2023	260.2000	260200.0122
19/05/2023	221.0000	221000.0000
20/05/2023	184.0000	184000.0000
21/05/2023	254.0000	254000.0000
22/05/2023	181.3000	181300.0031
23/05/2023	299.1000	299100.0061
24/05/2023	288.0000	288000.0000
25/05/2023	128.4000	128399.9939
26/05/2023	242.7000	242699.9969
27/05/2023	254.8000	254800.0031
28/05/2023	290.7000	290700.0122
29/05/2023	217.8000	217800.0031
30/05/2023	173.7000	173699.9969
31/05/2023	239.3000	239300.0031
01/06/2023	242.3000	242300.0031
02/06/2023	271.4000	271399.9939
03/06/2023	276.9000	276899.9939
04/06/2023	247.2000	247199.9969
05/06/2023	293.7000	293700.0122
06/06/2023	282.6000	282600.0061
07/06/2023	509.3000	509299.9878
08/06/2023	751.8000	751799.9878
09/06/2023	529.3000	529299.9878
10/06/2023	254.4000	254399.9939
11/06/2023	128.5000	128500.0000
12/06/2023	107.8000	107800.0031
13/06/2023	276.6000	276600.0061

14/06/2023	189.6000	189600.0061
15/06/2023	175.1000	175100.0061
16/06/2023	191.1000	191100.0061
17/06/2023	280.3000	280299.9878
18/06/2023	307.2000	307200.0122
19/06/2023	259.4000	259399.9939
20/06/2023	242.8000	242800.0031
21/06/2023	208.2000	208199.9969
22/06/2023	344.6000	344600.0061
23/06/2023	216.5000	216500.0000
24/06/2023	323.3000	323299.9878
25/06/2023	251.4000	251399.9939
26/06/2023	108.1000	108099.9985
27/06/2023	280.6000	280600.0061
28/06/2023	206.9000	206899.9939
29/06/2023	216.6000	216600.0061
30/06/2023	264.5000	264500.0000
01/07/2023	300.9000	300899.9939
02/07/2023	287.9000	287899.9939
03/07/2023	279.5000	279500.0000
04/07/2023	344.7000	344700.0122
05/07/2023	272.8000	272799.9878
06/07/2023	184.5000	184500.0000
07/07/2023	198.5000	198500.0000
08/07/2023	219.5000	219500.0000
09/07/2023	284.2000	284200.0122
10/07/2023	289.3000	289299.9878
11/07/2023	206.0000	206000.0000
12/07/2023	280.8000	280799.9878
13/07/2023	231.7000	231699.9969
14/07/2023	275.9000	275899.9939
15/07/2023	299.0000	299000.0000
16/07/2023	256.6000	256600.0061
17/07/2023	293.7000	293700.0122
18/07/2023	255.0000	255000.0000
19/07/2023	270.8000	270799.9878
20/07/2023	209.3000	209300.0031
21/07/2023	201.0000	201000.0000
22/07/2023	232.3000	232300.0031
23/07/2023	264.2000	264200.0122
24/07/2023	306.3000	306299.9878
25/07/2023	376.5000	376500.0000
26/07/2023	222.8000	222800.0031
27/07/2023	258.5000	258500.0000
28/07/2023	316.5000	316500.0000
29/07/2023	278.1000	278100.0061
30/07/2023	308.2000	308200.0122
31/07/2023	260.1000	260100.0061
01/08/2023	293.8000	293799.9878
02/08/2023	371.5000	371500.0000
03/08/2023	325.9000	325899.9939
04/08/2023	309.4000	309399.9939
05/08/2023	278.9000	278899.9939
06/08/2023	257.6000	257600.0061
07/08/2023	255.3000	255300.0031
08/08/2023	286.1000	286100.0061
09/08/2023	255.9000	255899.9939
10/08/2023	273.5000	273500.0000
11/08/2023	264.8000	264799.9878
12/08/2023	187.9000	187899.9939
13/08/2023	276.6000	276600.0061

14/08/2023	280.6000	280600.0061
15/08/2023	270.0000	270000.0000
16/08/2023	229.6000	229600.0061
17/08/2023	216.7000	216699.9969
18/08/2023	239.1000	239100.0061
19/08/2023	277.6000	277600.0061
20/08/2023	280.3000	280299.9878
21/08/2023	207.2000	207199.9969
22/08/2023	269.6000	269600.0061
23/08/2023	253.2000	253199.9969
24/08/2023	146.3000	146300.0031
25/08/2023	224.4000	224399.9939
26/08/2023	234.1000	234100.0061
27/08/2023	282.8000	282799.9878
28/08/2023	205.5000	205500.0000
29/08/2023	216.3000	216300.0031
30/08/2023	304.4000	304399.9939
31/08/2023	310.7000	310700.0122
01/09/2023	354.8000	354799.9878
02/09/2023	332.8000	332799.9878
03/09/2023	336.8000	336799.9878
04/09/2023	314.4000	314399.9939
05/09/2023	357.0000	357000.0000
06/09/2023	335.4000	335399.9939
07/09/2023	303.7000	303700.0122
08/09/2023	315.2000	315200.0122
09/09/2023	340.6000	340600.0061
10/09/2023	306.5000	306500.0000
11/09/2023	332.0000	332000.0000
12/09/2023	297.2000	297200.0122
13/09/2023	327.3000	327299.9878
14/09/2023	283.4000	283399.9939
15/09/2023	306.4000	306399.9939
16/09/2023	294.4000	294399.9939
17/09/2023	294.2000	294200.0122
18/09/2023	312.5000	312500.0000
19/09/2023	316.1000	316100.0061
20/09/2023	359.7000	359700.0122
21/09/2023	332.4000	332399.9939
22/09/2023	302.4000	302399.9939
23/09/2023	343.9000	343899.9939
24/09/2023	355.2000	355200.0122
25/09/2023	279.1000	279100.0061
26/09/2023	335.1000	335100.0061
27/09/2023	331.9000	331899.9939
28/09/2023	312.6000	312600.0061
29/09/2023	323.7000	323700.0122
30/09/2023	308.9000	308899.9939
01/10/2023	343.5000	343500.0000
02/10/2023	346.6000	346600.0061
03/10/2023	341.0000	341000.0000
04/10/2023	285.3000	285299.9878
05/10/2023	293.3000	293299.9878
06/10/2023	221.7000	221699.9969
07/10/2023	293.4000	293399.9939
08/10/2023	283.0000	283000.0000
09/10/2023	295.1000	295100.0061
10/10/2023	298.0000	298000.0000
11/10/2023	271.9000	271899.9939
12/10/2023	283.8000	283799.9878
13/10/2023	322.4000	322399.9939

14/10/2023	277.1000	277100.0061
15/10/2023	253.4000	253399.9939
16/10/2023	246.7000	246699.9969
17/10/2023	219.3000	219300.0031
18/10/2023	247.3000	247300.0031
19/10/2023	247.2000	247199.9969
20/10/2023	254.2000	254199.9969
21/10/2023	263.6000	263600.0061
22/10/2023	282.7000	282700.0122
23/10/2023	219.3000	219300.0031
24/10/2023	200.4000	200399.9939
25/10/2023	244.4000	244399.9939
26/10/2023	253.1000	253100.0061
27/10/2023	256.5000	256500.0000
28/10/2023	262.6000	262600.0061
29/10/2023	266.8000	266799.9878
30/10/2023	192.7000	192699.9969
31/10/2023	216.3000	216300.0031
01/11/2023	247.8000	247800.0031
02/11/2023	246.5000	246500.0000
03/11/2023	256.1000	256100.0061
04/11/2023	264.5000	264500.0000
05/11/2023	214.7000	214699.9969
06/11/2023	184.4000	184399.9939
07/11/2023	241.5000	241500.0000
08/11/2023	240.9000	240899.9939
09/11/2023	129.9000	129899.9939
10/11/2023	312.2000	312200.0122
11/11/2023	214.7000	214699.9969
12/11/2023	171.0000	171000.0000
13/11/2023	240.4000	240399.9939
14/11/2023	223.3000	223300.0031
15/11/2023	197.8000	197800.0031
16/11/2023	239.6000	239600.0061
17/11/2023	194.5000	194500.0000
18/11/2023	244.4000	244399.9939
19/11/2023	243.7000	243699.9969
20/11/2023	251.4000	251399.9939
21/11/2023	145.5000	145500.0000
22/11/2023	218.1000	218100.0061
23/11/2023	242.4000	242399.9939
24/11/2023	245.0000	245000.0000
25/11/2023	205.2000	205199.9969
26/11/2023	171.5000	171500.0000
27/11/2023	216.5000	216500.0000
28/11/2023	234.1000	234100.0061
29/11/2023	241.1000	241100.0061
30/11/2023	219.6000	219600.0061
01/12/2023	143.4000	143399.9939
02/12/2023	247.2000	247199.9969
03/12/2023	243.1000	243100.0061
04/12/2023	202.3000	202300.0031
05/12/2023	164.7000	164699.9969
06/12/2023	249.9000	249899.9939
07/12/2023	228.7000	228699.9969
08/12/2023	168.3000	168300.0031
09/12/2023	218.1000	218100.0061
10/12/2023	279.6000	279600.0061
11/12/2023	192.5000	192500.0000
12/12/2023	171.6000	171600.0061
13/12/2023	237.9000	237899.9939

14/12/2023	248.0000	248000.0000
15/12/2023	240.5000	240500.0000
16/12/2023	154.2000	154199.9969
17/12/2023	261.4000	261399.9939
18/12/2023	202.8000	202800.0031
19/12/2023	249.2000	249199.9969
20/12/2023	193.0000	193000.0000
21/12/2023	228.5000	228500.0000
22/12/2023	241.8000	241800.0031
23/12/2023	250.9000	250899.9939
24/12/2023	159.5000	159500.0000
25/12/2023	225.7000	225699.9969
26/12/2023	237.1000	237100.0061
27/12/2023	241.2000	241199.9969
28/12/2023	137.7000	137699.9969
29/12/2023	220.6000	220600.0061
30/12/2023	242.4000	242399.9939
31/12/2023	237.8000	237800.0031

Accounts for Payment March 20, 2024

Payment	Account	Amount	Description
EFT	Identifiable Individual	\$303.00	Mileage for EMO Training Conference
CC	AMO	\$1,434.38	Membership
EFT	Identifiable Individual	\$1,642.50	Professional Services
8317	Capital Park Consulting	\$13,560.00	Strategic Plan
8138	Identifiable Individual	\$1,083.50	Mileage for 2023
8319	EncompassIT	\$2,979.81	ThinkBook, Annual Backup Fees, Fortigate Services
EFT	EXP	\$6,469.52	Engineering Services Design Process OMBR
8320	G. Stephen Watt	\$296.63	Professional Services
Auto	Hydro One	\$7,223.04	Hydro Services
EFT	JK Automotive	\$186.45	Storage Fees (Monthly)
8321	John Turner	\$581.67	Parts + Supplies (PW)
8322	Laurentian Business Products	\$501.67	Base Usage + Overages (Monthly)
EFT	Lisa & Darren Hayden	\$1,470.00	Cleaning Contract
CHQ	Manitoulin Cedar Products	\$2,597.87	Lighting & Window Covering Improvements (Museum)
8323	Manitoulin N.S. Road Supervisors Association	\$75.00	Annual Membership
8324	Manitoulin Planning Board	\$9,067.27	Interim Funding 2024
Auto	Manitoulin Sudbury DSB	\$98,330.49	Land Ambo, Social Housing, Ontario Works, Child Care JAN/FEB/MAR
Auto	McDougall Energy Inc.	\$3,223.78	Diesel Clear + Diesel Dyed
8325	Mindemoya Home Hardware	\$119.73	Parts + Supplies (PW)
8326	Minister of Finance (Policing)	\$17,342.00	Local Service Realignment (Monthly)
8327	North American Receivable Management Services	\$51.74	FedEx Shipping Fee
MC	Northern Communications Services	\$166.95	E911 Consolidated (Monthly)
8328	OCWA	\$181.22	Speed Control Valves for WTP
8329	Public Health	\$2,863.16	Municipal Levy (Monthly)
CHQ	RC Design	\$271.20	Internet Hosting (Museum)
8330	Receiver General for Canada	\$49.17	Radio Authorization Renewal (Annual)
8331	Rush Truck Centres of Canada	\$649.75	Parts + Supplies (PW)
8332	Steele's Home Hardware	\$197.74	Vacuum Cleaner for Office
Auto	Superior Propane	\$900.33	Propane Delivery
8333	The Manitoulin Expositor	\$436.95	CAO Posting & Earth Day Event Adverts
8334	UCCM Building Material Supply	\$8.11	Supplies (PW)
CC	Paul's Corner Store (ESSO)	\$628.99	Fuel (PW)
Auto	OCWA	\$10,948.00	Service Contract (Monthly)
Auto	OMERS	\$3,273.00	Pension Contribution (Monthly)
Auto	CANLIFE	\$755.62	RRSP (Monthly)
Auto	Superior Propane BPY	\$31.97	Rental Contract (Monthly)
Auto	Manulife	\$3,743.85	Benefits
Auto	Corp Creditor Business/ENT	\$39.32	Service Fees (Monthly)
Auto	Bank of Montreal	\$392.70	Cash Mgmt Fee (Monthly)
Auto	Elavon CAN	\$42.24	Service Fees (Monthly)
Auto	EMPTX	\$20,047.12	Payroll Remittance (Monthly on the 15th)
Auto	GFL	\$11,518.66	Landfill Contract (Monthly)
Auto	Moneris	\$135.48	Service Fees (Monthly)
Auto	Interac	\$0.70	Service Fees (Monthly)
Auto	Master Card	\$192.50	Service Fees (Monthly)
Auto	Visa	\$127.70	Service Fees (Monthly)
Auto	Government of Ontario	\$14,221.00	Employee Health Tax
Auto	Scotiabank	\$114.17	Service Fees (Monthly)

Total \$240,477.65

Total Accounts for Payment \$240,477.65



BY-LAW NO 2024-24

BEING A BY-LAW TO ADOPT THE TOWNSHIP OF BILLINGS 2024-2028 AND BEYOND STRATEGIC PLAN

WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(1), as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(3), as amended, provides that a municipal power, including a municipality's capacity rights, powers and privileges under Section 9; shall be exercised by By-law;

AND WHEREAS on September 19, 2023, the Corporation of the Township of Billings accepted the proposal of Capital Park Consulting to provide a five-year strategic plan.

AND WHEREAS Council deems it advisable to adopt the 2024-2028 and Beyond Township of Billings Strategic Plan as presented by Capital Park Consulting.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF BILLINGS ENACTS AS FOLLOWS:

- 1.0 THAT the Corporation of the Township of Billings hereby adopts the 2024-2028 and Beyond Township of Billings Strategic Plan which is attached as Schedule 'A' and forms part of this By-Law.
- 2.0 THIS By-Law shall come into full force and effect upon final passage.
- 3.0 THIS By-Law may be cited as "Township of Billings Strategic Plan By-Law 2024-2028 and Beyond"

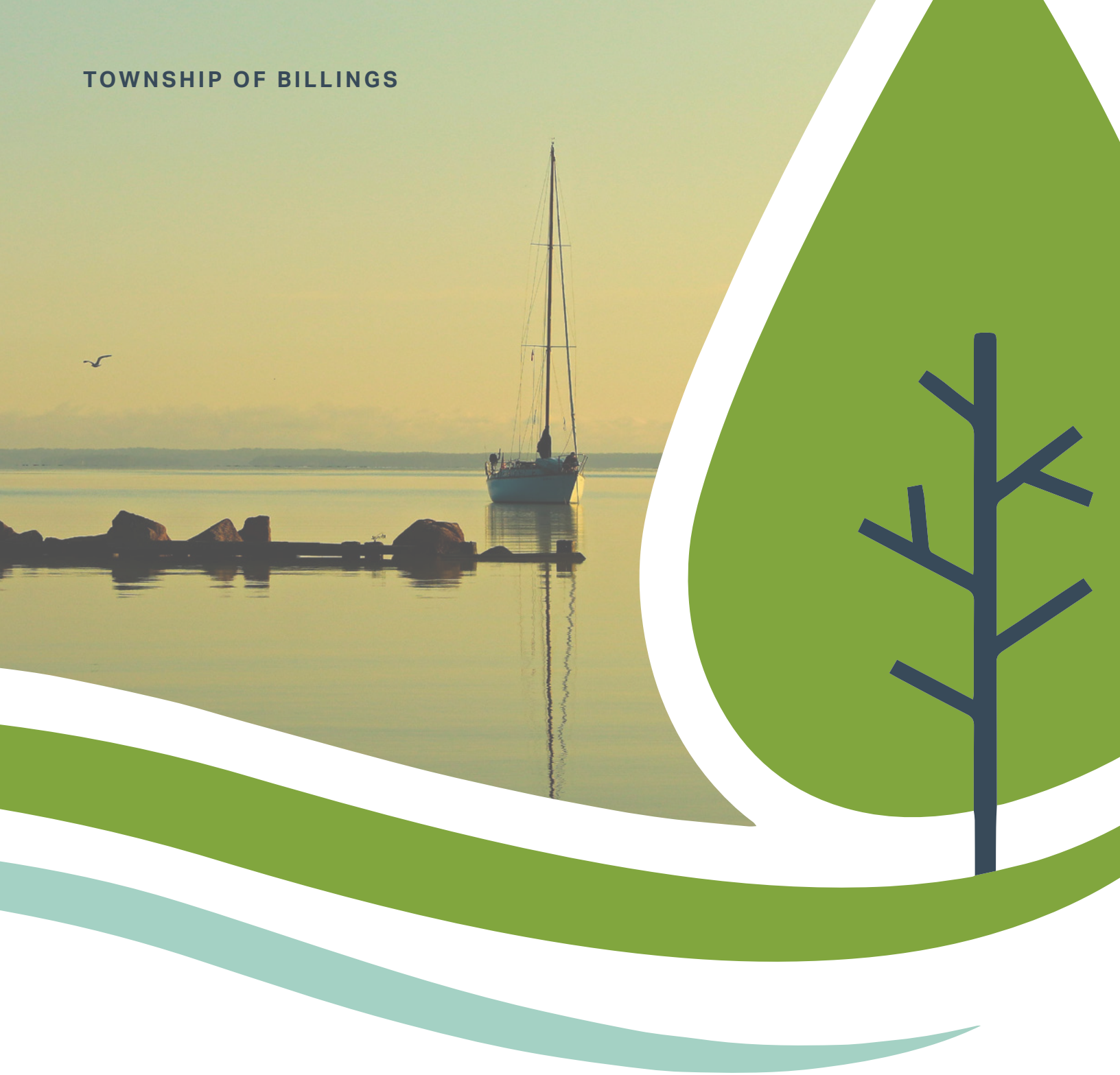
READ a FIRST and SECOND TIME this 2nd day of April, 2024

READ a THIRD TIME and FINALLY PASSED this 2nd day of April, 2024

Bryan Barker, Mayor

Emily Dance, CAO/Clerk

TOWNSHIP OF BILLINGS



Strategic Plan

2024 – 2028 and Beyond



Message from the Mayor, Council and Township Staff

We are honoured to introduce our new strategic plan, a roadmap that will guide the growth and development of our community over the coming years. We extend our heartfelt thanks to all the residents who participated in the survey, joined us for focus groups, and attended our public meetings. Your input has been invaluable in shaping this plan and ensuring it reflects the values and aspirations of our community.

One of the key priorities of our strategic plan is to maintain the rural character that makes Billings so special. We are committed to preserving the unique identity, rich history, and strong sense of tradition of our community. Our township is a place where neighbors know each other by name, where families have deep roots, and where newcomers are warmly welcomed. We will work tirelessly to uphold these values and ensure that Billings remains a welcoming and inclusive community for all.

We also recognize the importance of our natural environment and the role it plays in enhancing our quality of life. Billings is blessed with stunning natural beauty, from our pristine lakes and rivers to our lush forests and rolling hills. These natural attractions not only provide endless opportunities for recreation and relaxation for our residents but also draw visitors from far and wide. Protecting our natural environment will be a top priority as we move forward, ensuring that future generations can continue to enjoy the beauty here.

We are excited about the future of the Township of Billings and confident that our strategic plan will help us achieve our vision for a vibrant, sustainable, and inclusive community. We look forward to working together with all of you to make this vision a reality.



Billings Council: Michael Hunt, Ian Anderson, Vince Grogan, Mayor Bryan Barker, Deputy Mayor David Hillyard

Township of Billings At a Glance

Located on the northern shore of Manitoulin Island, the Township of Billings is a vibrant community with a rich history and a bright future. For centuries, this land has been home to Indigenous nations, including the Anishinaabe, the Odawa, and the Pottawatomi, who have lived here and continue to be an integral part of our community.

Billings was officially formed in 1887, named in honor of Sir William Billings, a prominent politician and businessman of the time. The township was legally established through the passage of the Billings Township Act, which formally recognized the area as a distinct municipality with its own government and administration.

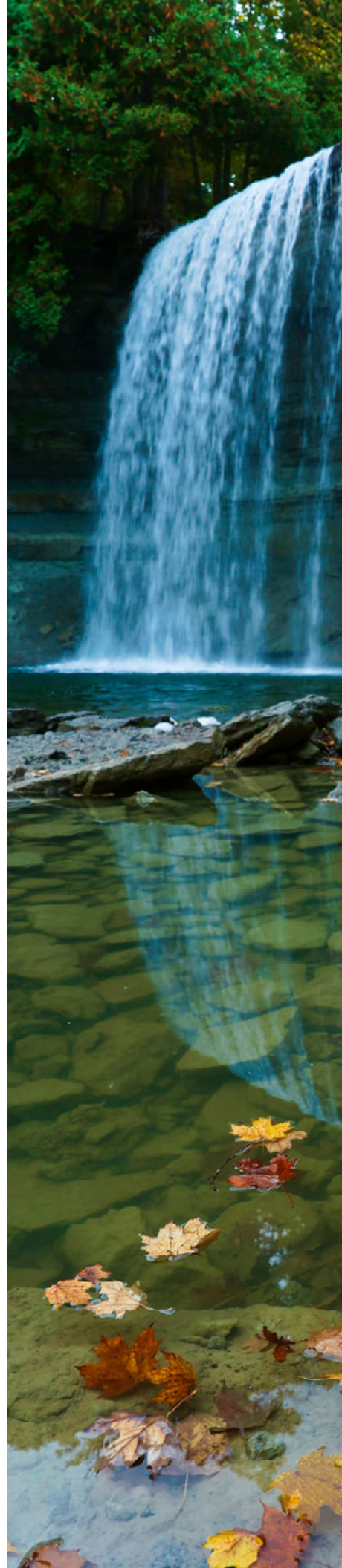
Present-day Billings is a dynamic and welcoming community, offering a wide range of activities and amenities for residents and visitors alike. Our township boasts a strong agricultural heritage, with many local farms producing a variety of crops and livestock. Outdoor enthusiasts will find plenty to enjoy, from hiking and biking trails to fishing and boating on Lake Kagawong and the North Channel.

One of the key attractions is our proximity to the Benjamin Islands, a renowned group of islands known for their rugged beauty and pristine waters. Boaters departing from the Aus Hunt Marina have easy access to these islands, making it the closest harbour for those looking to explore this stunning natural wonder.

Bridal Veil Falls is the most popular tourist attraction in our region. Visitors can take a leisurely stroll along the well-maintained trail that leads to the base of the falls, where they can feel the mist on their faces and marvel at the natural beauty that surrounds them. Bridal Veil Falls is not only a popular spot for nature enthusiasts and photographers but also serves as a reminder of the awe-inspiring power and beauty of the natural world.

In addition to our natural attractions, the Township is also home to a vibrant arts and culture scene, with local artists, musicians, and artisans showcasing their talents throughout the year. Our community is proud of its heritage and celebrates it through our museum, events and festivals that highlight our history, traditions, and Indigenous cultures.

As we look to the future, we are committed to building on the strong foundation laid by those who came before us. We will continue to work together to ensure that Billings Township remains a place where everyone feels welcome, and where the natural beauty of our surroundings is preserved for generations to come.



OUR VISION

Inspiring a life well-lived. Naturally.

OUR MISSION

**Ensuring a progressive future,
while honouring our rich history.**

OUR VALUES

Progressive

Welcoming

Accountable

Heritage-minded

Sustainable

STRATEGIC PRIORITIES



Service Excellence



Community Wellbeing



Resilient Natural Environment



Infrastructure





Service Excellence

Service excellence demonstrates a commitment to meeting the diverse needs of our residents, builds trust, fosters civic pride, and bolsters our reputation for efficient and responsive governance.

Objective	Actions
Embrace modern technology to enhance citizen experience	<ul style="list-style-type: none"> ▶ Improve digital connectivity and technical services to strengthen citizen interaction and to increase capacity to deliver services in an accessible format. ▶ Enhance the township web site, social media accounts and apps.
Establish an adaptive organizational culture of continuous improvement	<ul style="list-style-type: none"> ▶ Establish Billings Township as an employer of choice to attract and retain top talent. ▶ Empower employees to be more proactive, innovative and collaborative. ▶ Increase cross-departmental collaboration. ▶ Research opportunities to be a more data-driven organization.
Enhance communications to promote engagement and accessibility	<ul style="list-style-type: none"> ▶ Provide strategically focused public engagement opportunities. ▶ Expand staff training in customer service standards for inclusivity and diversity.
Prioritize collaboration to improve customer service and increase efficiency	<ul style="list-style-type: none"> ▶ Foster partnerships and shared services. ▶ Enhance collaboration with community groups, volunteers and others.
Ensure good governance	<ul style="list-style-type: none"> ▶ Foster transparency, accountability, and engagement through clear policies and effective communication.



Community Wellbeing

Community well-being refers to the overall health, happiness, and quality of life experienced by the individuals and groups within our community. We commit to enhancing our residents' lives and fostering social cohesion, resilience, economic development and sustainability.

Objective	Actions
Provide community spaces that enrich the lives and encourage active lifestyles for all ages	<ul style="list-style-type: none"> ▶ Revitalize existing spaces where citizens of all ages naturally gather. ▶ Optimize experiences for users of our natural spaces. ▶ Incorporate our values including diversity, equity, inclusion and climate action into our policies, plans and initiatives. ▶ Determine strategic direction for underutilized municipal lands.
Ensure safety and security	<ul style="list-style-type: none"> ▶ Analyze road signage and upgrade to enhance road safety. ▶ Improve neighbourhood connections and identify unique neighbourhood needs. ▶ Prioritize implementation of climate action initiatives and education on emergency preparedness.
Improve overall health and foster social cohesion	<ul style="list-style-type: none"> ▶ Encourage and empower community groups to organize and manage events and activities.
Foster economic growth and development	<ul style="list-style-type: none"> ▶ Continue to explore funding opportunities to enhance economic development.
Facilitate support for seniors	<ul style="list-style-type: none"> ▶ Research options for providing supports for seniors, such as independent living facilities.



Resilient Natural Environment

Implementing strategies to preserve and enhance our natural environment is essential for Billings Township to foster resilience and sustainability for future generations.

Objective



Actions

Protect and enhance our natural assets

- ▶ Be good stewards of our streams, lakes, waterfalls and other natural assets.
- ▶ Continue to work with community partners to protect and expand our trail systems and open spaces.
- ▶ Prepare for, mitigate and adapt to changes in the natural environment.





Infrastructure

Infrastructure is the backbone of our community, providing the essential facilities and systems that enable our residents to lead safe, productive, and comfortable lives.

Objective



Actions

Ensure that current and future township assets are managed to be sustainable to meet our long-term needs

- ▶ Refine the Asset Management Plan to facilitate the preparation of capital and operating budgets.
- ▶ Determine strategic direction for existing facilities and other infrastructure.
- ▶ Prioritize infrastructure projects based on critical needs, aging systems, potential environmental risks, and community needs.
- ▶ Proactively prepare and plan projects and continue to identify and apply for additional funding opportunities.





Implementation of the Strategic Plan

The strategic plan will provide a framework for decision-making, with plan objectives and broad actions integrated into the development of annual operational plans. These, in turn, will identify strategic initiatives that are aligned with the strategic plan's priorities, and in harmony with our vision, mission and values statements.

The township's senior management team will be responsible for developing the annual operational plans and presenting them to council for discussion and approval. These annual plans will also be the primary instrument for monitoring progress, including providing the framework for reporting to council and the public.



Township of Billings

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Photos generously provided by Craig Jackson.



BY-LAW 2024-25

BEING A BYLAW TO PROVIDE FOR THE REGULATION OF OPEN-AIR BURNING AND CAMPFIRES

WHEREAS Section 7.1 of the *Fire Prevention and Protection Act, S.O. 1997* as amended provides that the Council may pass bylaws regulating the setting of open-air fires, including establishing the times which open-air fires may be set; and,

AND WHEREAS the *Fire Prevention and Protection Act, S.O. 1997* provides that the Chief Fire Official or Designate is required to approve open-air burning and appropriate fire safety provisions; and,

AND WHEREAS Section 130 of the *Municipal Act, S.O. 2001* provides that the Council may regulate matters related to the health, safety and well being of the inhabitants of the municipality; and,

AND WHEREAS Section 129 of the *Municipal Act S.O. 2001* provides that the Council can prohibit and regulate matters that it deems to be a public nuisance; and,

AND WHEREAS Section 391 of the *Municipal Act S.O. 2001* provides that municipalities may pass bylaws imposing fee or charges on any class of Persons for services or activities provided or done by or on behalf of it; and,

AND WHEREAS Section 427 of the *Municipal Act, S.O. 2001* provides that where the Council has the authority to direct or require by bylaw or otherwise that any matter or thing be done, the council may, by bylaw direct that, in default of its being done by the Person directed or required to do it, such matter or thing shall be done at the Person's expense and the Corporation may recover expenses incurred in doing it by adding the costs to the tax roll and collecting them in the same manner as taxes;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF BILLINGS HEREBY ENACTS AS FOLLOWS:

1.0 DEFINITIONS

1.1 “-Adverse Effects” means smoke that hinders one’s health to family and/or pets in such a manner that causes one of the following issues to neighbor(s): breathing difficulties, changes in heart function, irritate the eyes, nose, throat or cause nauseating effects or fire that would cause damage to the property of others

1.2 “Adverse Wind Conditions” means excess wind or gusts that will blow embers outside of the burn pit area that is deemed likely to cause spread or start new fire outside of designated burn area.

1.3 “Approved” means approved by Chief Fire Official or Designate.

1.4 “Brush Fire” means a fire set for the purpose of burning brush, grass vegetation or leaf type material only.

1.5 “Burn Barrel” means a steel container similar in construction to a 45-gallon drum and with a volume no greater than that of a 45-gallon drum and is equipped with a spark arrestor or covered by a metal wire mesh with grid openings no larger than 5 millimetres.

1.5 “Burn Permit” means a burn permit which is issued by the Township in accordance with this Bylaw authorizing specific types of open-air burning. (i.e., brush and clean wood products).

1.6 “Bylaw Enforcement Officer” means a Person duly appointed by the Township of Billings Council to enforce its municipal bylaws.

1.7 “Campfire” means a fire set for cooking or warmth, approved by Chief Fire official or Designate, that is no greater than 66 centimetres in diameter and no more than 1 metre high; does not include barbeques.

1.8 “Charcoal Barbeque” means a device used for outdoor cooking in which the heat is provided from below, using charcoal or charcoal briquettes.

1.9 “Chief Fire Official” means the Fire Chief as defined in the *Fire Protection and Prevention Act S.O. 1997*, who is appointed by the Township Council to oversee the operations of the Billings Volunteer Fire Dept. (BVFD)

1.10 “Competent Person” means a person that is aware of and understands the safe operating procedures and hazards associated with the operation of a campfire, open-air fire, charcoal barbeque, wood fired devices, deep fryers/boilers and fireworks.

1.11 “Council” means the Council of the Township of Billings.

1.12 “Deck” means a combustible surface area attached to a structure.

1.13 “Designate” means the CAO/Clerk, Deputy Clerk or the Deputy Chief Fire Official.

1.14 “Fire Ban” means one of the following types of bans:

1.14.1 “Municipal, Total Fire Ban” means a fire ban that is issued by the Township Fire Chief or Designate under the authority of the *Fire Protection and Prevention Act S.O. 1997*, which bans the use of campfires, the use of open-air fires, the use of fireworks, the use of burn barrels, the use of incinerators, the use of a chiminea

1.14.2 “Municipal, Partial Fire Ban” means a fire ban that is issued by the Township Fire Chief or Designate, under the authority of the *Fire Protection and Prevention Act S.O. 1997*, which allows the use of campfires.

1.14.3 “Provincial Fire Ban” means a Ministerial order or an order from Office of the Provincial Fire Marshall that prohibits the lighting of fires in geographical areas or regions of their own discretion.

1.15 “Fire Department” means the Township of Billings Volunteer Fire Department.

1.16 “Fire Hazard Rating” means a rating system utilized by the Chief Fire Official or Designate to assess the possibility that any fire is safe or dangerous to light. The rating system is rated as Low, Moderate, High or Extreme.

1.17 “Fire Season” means the period of time from the 1st day of April through to the 31st day of October in each year or as determined by the Ministry of Natural Resources and Forestry (MNRF).

1.18 “Flying Lantern” means a small hot air balloon or other device that is used to carry an open flame which is fuelled by petroleum or wax based fuel. Also known as Sky Lantern, Chinese Lantern, Kongming Lantern or Wish Lantern.

1.19 “Incinerator” means a completely self-contained high temperature furnace, equipped with a spark arrestor, that is used to burn branches, clean wood products or wood by-products to ash.

1.20 “Township Property” means property owned or controlled by the Township of Billings

1.21 “Officer” means a person appointed by Council to enforce the Township bylaws or a Member of the O.P.P.

1.22 “Open-Air Fire” means a fire that is set for the purpose of disposing clean wood, wood by-products, brush or leaf products that is not greater than 2 metres in diameter and no more than 2 metres high. An Open-Air Fire does not include a campfire set for the purpose of cooking.

1.23 “Open-Flame Propane Deep Fryer/Boiling Unit” means an open flame outdoor cooking device that can be used for deep frying or boiling purposes.

- 1.24 "Person" means an individual, association, firm, partnership or corporation.
- 1.25 "Registered Owner" means the Person(s) whose name appears on deed for the property.
- 1.26 "Spark Arrestor" means a device which prevents the release of flammable debris from wood burning devices such as woodstoves, wood fired ovens, wood fired/pellet smokers, wood fired saunas, burn barrels, chimineas
- 1.27 "Township" means the Corporation of the Township of Billings.
- 1.28 "Township Property" means public land owned by the Township which includes, but is not limited to, park areas, green belt areas, public beach areas
- 1.28 "Wood-Fired Device" means, but is not limited to the following devices, woodstoves, wood fired ovens, wood fired/pellet smokers and wood fired saunas.

2.0 PROHIBITIONS AND CONDITIONS FOR CAMPFIRES

- 2.1 No Person shall set a Campfire within 8 metres of any structure or combustible object.
- 2.2 No Person shall set a campfire if the adverse wind conditions or in conditions that may cause a decrease in visibility on any highway.
- 2.3 No Person shall set a campfire that causes the rapid spread of fire through grass, brush, forested area or where property is not intended to be burned.
- 2.4 No Person shall set a campfire causes an adverse condition that impacts on other Person(s) or property.
- 2.5 No Person shall set a campfire and burn household garbage, construction materials, materials made of or containing rubber, plastic, paint, tar, chemical wastes, pressure treated wood, synthetic or man-made materials or any other materials that create excessive smoke or odour.
- 2.6 No Person shall set a campfire shall unless there is a competent person to be in charge/control of the fire.
- 2.7 No Person shall set a campfire without having a method of controlling or extinguishing the fire readily available.
- 2.8 No Person shall set a campfire on a highway or asphalt surface.
- 2.9 No person shall set a campfire on any Township Property unless prior arrangements have been made with the Chief Fire Official or Designate or the CAO/Clerk.
- 2.10 No person shall leave a burning campfire unattended at any time.
- 2.11 No Person shall set an Open-Air Fire that causes an Adverse Effects on another Person(s) or their property.
- 2.12 No Person shall set a Campfire during a Municipal Fire Ban.
- 2,13 No Person shall set a campfire during a Provincial Fire Ban
- 2.14 No Person shall set a Campfire in a Restricted Fire Zone.

3.0 PROHIBITIONS AND CONDITIONS FOR OPEN-AIR BURNING

- 3.1 No Person shall set an Open-Air Fire during the Fire Season unless an approved Burn Permit is obtained from the Township and that the Burn Permit identifies the Person authorized to perform the burn, the location of the burn, the date of the burn and the material to be burned.
- 3.2 No Person shall set an Open-Air Fire within 8 metres of any structure or combustible object.
- 3.3 No Person shall permit an Open-Air Fire unless the burn is supervised by a Competent Person.
- 3.4 No person shall leave a lit Open-Air Fire unattended at any time
- 3.5 No Person shall permit an Open-Air Fire unless extinguishing and fire control tools must be readily available.
- 3.6 No Person shall set an Open-Air fire in a location that is not accessible by emergency vehicles.
- 3.7 No Person shall set an Open-Air Fire and burn household garbage, construction materials, materials made of or containing rubber, plastic, paint, tar, chemical wastes,

pressure treated wood, synthetic or man-made materials or any other materials that create excessive smoke or odour.

3.8 No person shall set an Open-Air Fire on a highway or asphalt surface.

3.9 No Person shall set an Open-Air Fire in Adverse Wind Conditions or in conditions that cause a decrease in visibility on a highway.

3.10 No Person shall set an Open-Air Fire that causes the rapid spread of fire through grass, brush, forested area or on property that is not intended to be burned.

3.11 No Person shall set an Open-Air Fire that causes an Adverse Effects on another Person(s) or their property.

3.12 No Person shall set an Open-Air Fire during a Municipal Fire Ban.

3.13 No Person shall set an Open-Air Fire during a Provincial Fire Ban

3.14 No Person shall set an Open-Air Fire in a Restricted Fire Zone.

3.15 The Chief Fire Official or Designate may, in extenuating circumstances for major projects or ceremonial activities not previously considered, authorize in writing to a Person, to burn under conditions other than those listed in section 3.2.

4.0 PROHIBITIONS AND CONDITIONS FOR OPERATING CHARCOAL BARBEQUES DURING A FIRE BAN

4.1 No person shall operate a Charcoal Barbeque within 8 metres from any forest or bush area.

4.2 No person shall operate a Charcoal Barbeque within 5 metres from any flammable materials or structure.

4.3 No person shall operate a Charcoal Barbeque unless it is manufactured of non-flammable materials and enclosed on all sides with an appropriate Spark Arrestor.

4.4 No person shall operate a Charcoal Barbeque unless there are fire extinguishing devices available.

4.5 A Charcoal Barbeque shall only be operated by a Competent Person.

4.6 No person shall leave a lit Charcoal Barbeque unattended.

4.7 No Person operating a Charcoal Barbeque shall dispose of coals or ashes unless they are completely extinguished.

5.0 PROHIBITIONS AND CONDITIONS FOR OPERATING WOOD-FIRED DEVICES DURING A FIRE BAN

5.1 No Person shall operate a Wood Fired Device within 8 metres away from any forest or bush area.

5.2 No Person shall operate a Wood Fired Device within 5 metres from any flammable materials or structure.

5.3 No person shall operate a Wood Fired Device unless it is situated on a non-flammable surface.

5.4 No Person shall operate a Wood Fired Device unless the device is equipped with the necessary Spark Arrestors, vents or chimneys.

5.5 No Person using a Wood Fired Device shall burn household garbage, construction materials, materials made of or containing rubber, plastic, paint, tar, chemical wastes, pressure treated wood, synthetic or man-made materials or any other materials that create excessive smoke or odour.

5.6 A Wood Fired Device shall only be operated by a Competent Person.

5.7 No Person shall operate a Wood Fired Device unless there are fire extinguishing devices available.

5.8 No Person operating a Wood Fired Device shall dispose of coals or ashes unless they are completely extinguished.

5.9 No Person shall leave a lit Wood Fired Device unattended.

6.0 PROHIBITIONS AND CONDITIONS FOR OPERATING OPEN-FLAME PROPANE DEEP FRYERS/BOILERS DURING A FIRE BAN

6.1 No Person shall operate an Open-Flame Deep Fryer/Boiler within 5 metres from any forest or bush area.

6.2 No Person shall operate an Open-Flame Deep Fryer/Boiler within 3 metres from any flammable materials or structure.

- 6.3 No Person shall operate an Open-Flame Deep Fryer/Boiler within unless it is situated on a non-flammable surface.
- 6.4 No Person shall operate an Open-Flame Deep Fryer/Boiler without having fire extinguishing devices available.
- 6.5 No Person shall leave an Open-Flame Deep Fryer/Boiler unattended.
- 6.6 Open-Flame Deep Fryers/Boilers shall only be operated by a Competent Person.

7.0 PROHIBITIONS AND CONDITIONS FOR THE USE/IGNITION OF FIREWORKS AND FLYING LANTERNS DURING A FIRE BAN

- 7.1 No Person shall use/ignite Flying Lanterns.
- 7.2 Fireworks shall only be used/ignited by a Competent Person.
- 7.3 No Person shall use/ignite Fireworks during a Municipal Fire Ban.
- 7.4 No Person shall use/ignite Fireworks during a Provincial Fire Ban.
- 7.5. No Person shall use/ignite Fireworks in a restricted Fire Zone.

Note: The Township may grant permission upon request under the conditions that a professionally licensed or insured Person is responsible for the setting of the fireworks. All authorizations will be approved under the guidance of the CAO/Clerk or Chief Fire Official. No Person shall use or set off fireworks during a Fire Ban or Restriction without authorization.

8.0 Use of Burn Barrels and Incinerators During a Fire Ban

- 8.1 No Person shall use a Burn Barrel or an Incinerator for the purposes of burning within the Township unless the Burn Barrel or Incinerator is being used in an area designated as Agricultural (A), Rural (R) or Shoreline Residential (SR) as per Billings Township Official Plan and Zoning Bylaw.
- 8.2 No Person shall operate a Burn Barrel or an Incinerator during a Municipal Fire Ban.
- 8.3 No person shall operate a Burn Barrel or an Incinerator within 5 metres from any forest or bush area.
- 8.4 No person shall operate a Burn Barrel or an Incinerator within 3 metres from any flammable materials or structure.
- 8.5 No person shall operate a Burn Barrel or an Incinerator unless it is manufactured of non-flammable materials and enclosed on all sides and equipped with an appropriate Spark Arrestor.
- 8.6 No person shall operate a Burn Barrel unless there are fire extinguishing devices available.
- 8.7 A Burn Barrel or Incinerator shall only be operated by a Competent Person.
- 8.8 No person shall leave a lit Burn Barrel or Incinerator unattended.
- 8.9 No Person operating a Burn Barrel or an Incinerator shall dispose of coals or ashes unless they are completely extinguished.

9.0 EXEMPTIONS

- 9.1 Propane and natural gas barbeques or propane heating devices are exempt.
- 9.2 Any fires under the direct supervision of the Township Fire Department for training or demonstration purposes are exempt.
- 9.3 The Township may grant permission upon request under the conditions that a professionally licensed or insured Person is responsible for the setting of the fireworks. All authorizations will be approved under the guidance of the CAO/Clerk and Chief Fire Official. No Person shall use or set off fireworks during a Fire Ban or Restriction without authorization.

10.0 ENFORCEMENT AND PENALTIES

- 10.1 This Bylaw shall be enforced by the Township Bylaw Enforcement Officer, The Chief Fire Officer or Designate who are designated by Council or by an officer of the O.P.P.
- 10.2 Any Person who contravenes or fails to comply with any provision of this Bylaw is guilty of an offence and upon conviction is liable to a fine as provided by the *Provincial Offences Act, R.S.O. 1990, chapter P.33* as amended. (See Schedule "A").

10.3 No Person shall hinder or obstruct or attempt to hinder or obstruct an Officer, Fire Chief and or their Designates who is exercising a power or performing a duty under this Bylaw.

10.4 The Township reserves the right to recover the costs associated with the extinguishment of a fire which has been set in contravention of the provisions of this Bylaw. These costs will be above any set fines and at a rate set by the Township.

10.5 The fees associated for fire extinguishment will be applied to the Property Owners Tax Roll if the fee is not paid in an agreed upon time frame that has been arranged with the Treasurer.

11.0 ISSUING AND RESCINDING FIRE BANS

11.1 Municipal Fire Bans and Partial Fire Bans shall be issued at the discretion of the Township Fire Chief or their Designate in consultation with the CAO/Clerk.

11.2 Municipal Fire Bans and Partial Fire Bans shall be removed at the discretion of the Township Fire Chief or their Designate in consultation with the CAO/Clerk.

12.0 ISSUING/REVOCATION OF BURN PERMITS

12.1 Any Person applying for a Burn Permit must do so in Person at the Township office or on the Township website.

12.2 The Person applying must provide identification and complete all questions on the Burn Permit Application.

12.3 The Burn Permit Application will be reviewed and approved or denied within 3 working days, by the Chief Fire Official or Designate, dependant on any restrictions, accuracy of information provided or other extenuating circumstances.

12.4 The issued Burn Permit will only be valid for the date(s) indicated on the Permit.

12.5 The Chief Fire Official or designate has the authority to revoke a Burn Permit at any time if it is determined that the holder of the Burn Permit is not complying by the provisions of this Bylaw or if changes occur regarding Fire Hazard Rating, Municipal Fire Ban or Restricted Fire Zone directives.

12.6 Burn Permits are non-transferable.

13.0 SEVERABILITY

13.1 If any provision or part of this Bylaw is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part in particular circumstances, the balance of the bylaw or its application in other circumstances, shall not be affected and shall continue in full force and effect.

14.0 ADMINISTRATION

14.1 This By-law repeals Township of Billings Bylaw 2020-16.

14.2 This By-law shall be enforced within the boundaries of Billings Township.

14.3 This By-law will come into effect upon the final passing thereof.

READ a FIRST and SECOND TIME this 2nd day of April, 2024

READ a THIRD TIME and FINALLY PASSED this 2nd day of April, 2024

Bryan Barker, Mayor

Emily Dance, CAO/Clerk

Schedule ‘A’ to By-Law No. 2024-25

Part 1 Provincial Offenses Act

BY-LAW 2024-25: Being a bylaw to provide for the regulation of open-air burning and precautions to be taken while burning

Item	Short Form Wording	Provision creating or defining offence	Set Fine
1	Set Camp Fire within 8 metres of structures	2.1	\$500.00
2	Set Camp Fire in adverse wind conditions	2.2	\$500.00
3	Set fire that causes spread of fire onto adjacent property.	2.3	\$500.00
4	Set Camp Fire that affects other property	2.4	\$500.00
5	Burn unauthorized materials	2.5	\$500.00
6	Set fire without Competent Person present	2.6	\$500.00
7	Fire control tools or extinguisher not available	2.7	\$500.00
8	Set fire on highway or asphalt surface	2.8	\$500.00
9	Set fire on Township property without permission	2.9	\$500.00
10	Leave burning campfire unattended	2.10	\$700.00
11	Set fire causing adverse effects	2.11	\$500.00
12	Set campfire during Municipal Fire Ban	2.12	\$700.00
13	Set a fire during Provincial Fire Ban	2.13	\$700.00
14	Set a fire in a Restricted Fire Zone	2.14	\$700.00
15	Set Open-Air Fire without a Permit	3.1	\$500.00
16	Set Open-Air fire with 8 metres of a structure	3.2	\$500.00
17	Set fire without Competent Person present	3.3	\$500.00
18	Leave open-air fire unattended	3.6	\$700.00
19	Fire control tools or extinguisher not available	3.7	\$500.00
20	Set Fire in inaccessible are by emergency vehicles.	3.8	\$500.00
21	Burn unauthorized materials	3.7	\$500.00
22	Set open fire on highway or asphalt surface	3.8	\$500.00
23	Set fire that reduces highway visibility	3.9	\$500.00
24	Set Open-Air Fire that spreads to forested or grassy area	3.10	\$700.00
25	Set Open-Air Fire that spreads to other property	3.11	\$700.00
26	Set Open Air Fire during Municipal Fire Ban	3.12	\$700.00
27	Set Open Air Fire during Provincial Fire Ban	3.13	\$700.00
28	Set Open Air Fire in Restricted Fire Zone	3.14	
29	Operate Charcoal BBQ within 8 metres from bush/forest area during a Fire Ban	4.1	\$500.00
30	Operate Charcoal BBQ within 5 metres of flammable materials during a Fire Ban	4.2	\$500.00
31	Operate non-conforming Charcoal BBQ during a Fire Ban	4.3	\$500.00
32	Operate a Charcoal BBQ without fire extinguishing devices present during a Fire Ban	4.4	\$500.00
33	Operate a Charcoal BBQ without a Competent Person present	4.5	\$500.00
34	Leave Charcoal BBQ unattended during a Fire Ban	4.6	\$500.00
35	Improper disposal of hot charcoal coals and ashes.	4.7	\$500.00
36	Operate Wood Fired Device within 8 metres of a bush/forest area during a Fire Ban	5.1	\$500.00
37	Operate a Wood Fired Device within 5 metres of flammable materials or structure during a Fire Ban	5.2	\$500.00

38	Operate Wood Fired Device on a flammable surface during a Fire Ban	5.3	\$500.00
39	Operate a Wood Fired Device without Spark Arrestors, vents or chimneys during a Fire Ban	5.4	\$500.00
40	Burn unauthorized materials	5.5	\$500.00
41	Operate Wood Fired Device without Competent Person present	5.6	\$500.00
42	Operate Wood Fired Device without fire extinguisher devices available during a Fire Ban	5.7	\$500.00
43	Improper disposal of hot coals and ashes	5.8	\$500.00
44	Leave Wood Burning Device unattended	5.9	\$500.00
45	Operate Propane Deep Fryer/Boilers within 8 metres of bush/forest area during a Fire Ban	6.1	\$500.00
46	Operate Propane Deep Fryer/Boiler within 5 metres of flammable materials during a Fire Ban	6.2	\$500.00
47	Operate Propane Deep Fryer/Boiler on a flammable surface during a Fire Ban	6.3	\$500.00
48	Operate Propane Deep Fryer/Boiler without fire extinguishing devices available during a Fire Ban	6.4	\$500.00
49	Leave Wood Burning Device unattended	6.5	\$500.00
50	Operate Propane Deep Fryer/Boiler without Competent Person present	6.6	\$500.00
51	Use/ignite Flying Lantern	7.1	\$700.00
52	Use/ignite Fireworks without a competent person	7.2	\$700.00
53	Use/ignite Fireworks without fire extinguisher extinguishing devices available	7.3	\$500.00
54	Use/ignite Fireworks during a Municipal Fire Ban	7.4	\$700.00
55	Use/ignite Fireworks during a Provincial Fire Ban	7.5	\$700.00
56	Use/ignite Fireworks in a Restricted Fire Zone	7.6	\$700.00
57	Use Burn Barrel in an undesignated use zone	8.1	\$500.00
58	Operate a Burn Barrel or Incinerator during a Municipal Fire Ban	8.2	\$700.00
59	Operate Burn Barrel or Incinerator within 8 metres of bush/forest area.	8.3	\$500.00
60	Operate Burn Barrel or Incinerator within 5 metres of flammable materials	8.4	\$500.00
61	Operate unapproved Burn Barrel or Incinerator	8.5	\$500.00
62	Operate Burn Barrel or Incinerator without fire extinguisher devices available.	8.6	\$500.00
63	Operate Burn Barrel or Incinerator without Competent Person present.	8.7	\$500.00
64	Leave Burn Barrel or Incinerator unattended	8.8	\$500.00
65	Improper disposal of hot ashes.	8.9	\$500.00
66	Hinder or Obstruct Officer exercising their enforcement duties.	10.3	\$500.00

Note: The penalty provision for the offences indicated above is section 10.2 of this Bylaw No. 2024-25 of which a certified copy has been filed.

Note: Costs associated with extinguishing a fire caused by a contravention of this Bylaw will be recovered by the Township as per section 10.4 and 10.5 of this Bylaw No. 2024-25



Township of Billings
Open-Air Fire Burning Permit
(Front Side)

Daily Permit for Open-Air Fires

Permit Number: _____

NAME: _____

ADDRESS: _____

PHONE: (H) _____ (C) _____

BURN DATE: _____ (valid for one week from this date)

BURN TIME: _____

LOCATION: _____

Note: Burn site must be accessible by emergency vehicles.

MATERIAL TO BE BURNT: _____

EXTINGUISHMENT: _____
(Describe equipment available, which shall include water and shovel)

The applicant agrees to comply with the provisions of By-law 2020-16 and agrees to assume responsibility for any damages and costs incurred resulting from the fire that this permit is issued.

(DATE)

(SIGNATURE OF APPLICANT)

(DATE)

(SIGNATURE OF ISSUING OFFICIAL)

Open Air Burning Provisions

- a) No Person shall set an Open-Air Fire during the Fire Season unless an approved Burn Permit is obtained from the Township and that the Burn Permit identifies the Person authorized to perform the burn, the location of the burn, the date of the burn and the material to be burned.
- b) No person will be issued a Burn Permit without acknowledging that they have reviewed and understand the provisions associated with having an Open-Air Fire.
- c) No Person shall set an Open-Air Fire within 8 metres of any structure or combustible object.
- d) No Person shall permit an Open-Air Fire unless the burn is supervised by a Competent Person.
- e) No person shall leave an Open-Air Fire unattended.
- f) No person shall set an open-air fire that is greater than 2 metres in diameter and no more than 2 metres high.
- g) No Person shall permit an Open-Air Fire unless extinguishing and fire control tools must be readily available.
- h) No Person shall set an Open-Air fire in a location that is not accessible by emergency vehicles.
- i) No Person shall set an Open-Air Fire and burn household garbage, construction materials, materials made of or containing rubber, plastic, paint, tar, chemical wastes, pressure treated wood, synthetic or man-made materials or any other materials that create excessive smoke or odour.
- j) No person shall set an Open-Air Fire on a highway or asphalt surface.
- k) No Person shall set an Open-Air Fire that causes a decrease in visibility on a highway.
- l) No Person shall set an Open-Air Fire that causes the rapid spread of fire through grass, brush, forested area or on property that is not intended to be burned.
- m) No Person shall set an Open-Air Fire that causes an adverse effect on another Person(s) or their property.
- n) No Person shall light an Open-Air fire in Adverse Wind Conditions.
- o) No Person shall set an Open-Air Fire during a Municipal Fire Ban.
- p) No Person shall set an Open-Air Fire during a Provincial Fire Ban
- q) No Person shall set an Open-Air Fire in a Restricted Fire Zone.
- r) The Chief Fire Official or Designate may, in extenuating circumstances for major projects or ceremonial activities not previously considered, authorize in writing to a Person, to burn under conditions other than those listed in section 3.2.
- s) Notwithstanding the provisions of Section 3 hereof, the Chief Fire Official may, upon application, approve the setting of any fire subject to the fire being supervised by the Fire Chief or his/her designate.
- t) The Chief Fire Official may implement a Municipal Fire Ban for the Township when he/she sees fit. This ban will be called a "Municipal Fire Ban". No person shall set a fire of any size during a Municipal Fire Ban. The MNR retains the right to restrict all fires thorough Restricted Fire Zone Orders (RFZO).
- u) All persons setting an open-air fire in the Municipality shall:
 - Be responsible for any damage to property or injury to persons occasioned by the said fire;
 - Be liable for costs incurred by the fire department, including personnel, equipment and apparatus necessary and called in to extinguish the said fire.
- v) Every person who contravenes any provision of this by-law is guilty of an offence and on conviction is liable to a set fine as provided for in the Provincial Offences Act, R.S.O. 1990, c. P.33

The inclusion of my name signifies that I have read and understand the provisions and responsibilities associated with having an open-air fire.

Name: _____



BY-LAW NO 2024-26

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE TOWNSHIP OF BILLINGS

WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(1), as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(3), as amended, provides that a municipal power, including a municipality's capacity rights, powers and privileges under Section 9; shall be exercised by By-Law;

AND WHEREAS The Council for The Corporation of the Township of Billings deems it expedient that the proceedings of meetings of the Council be confirmed and adopted by By-Law;

NOW THEREFORE the Council of The Corporation of the Township of Billings enacts as follows:

1. THAT the actions of the Council of The Corporation of The Township of Billings at its Council Meeting held on April 2, 2024 in respect to each report, motion, resolution, or other actions recorded and taken by Council at its meetings, except where the prior approval of the Ontario Lands Tribunal is required is hereby adopted, ratified, and confirmed as if all such proceedings were expressly embodied in this By-Law.
2. THAT the Mayor and CAO/Clerk, or such other official as deem appropriate are hereby authorized and directed to do all things necessary to give effect to the said action, of Council of the Township of Billings referred to in the proceeding section.
3. THAT the Mayor and CAO/Clerk are hereby authorized and directed to execute all documents necessary on behalf of the Council and to affix the corporate seal of The Corporation of The Township of Billings to all such documents.
4. THIS By-Law shall come into full force and effect upon final passage.
5. THIS By-Law may be cited as the "April 2, 2024 Confirmatory By-Law"

READ a FIRST and SECOND TIME this 2nd day of April 2024

READ a THIRD TIME and FINALLY PASSED this 2nd day of April, 2024

Bryan Barker, Mayor

Emily Dance, CAO/Clerk