

CORPORATION OF THE
TOWNSHIP OF BILLINGS

AGENDA

May 17th, 2021 7:30 p.m.

Electronic Meeting

1. OPEN
2. APPROVAL OF AGENDA
3. DISCLOSURE OF PECUNIARY INTEREST
4. ADOPTION OF MINUTES
 - a) May 4, 2021 Regular Council Meeting
5. DELEGATIONS
6. COMMITTEE REPORTS
 - a) Museum Committee Report
7. OLD BUSINESS
 - a) Main Street Construction Update
 - b) Small Craft Basin and Aus Hunt Marina Update
8. NEW BUSINESS
 - a) COVID-19 Update
 - b) Salary Grid- Museum Curator
 - c) Manitoulin Planning Board – Budget Approval
 - d) Letter to Mayor and Council re: Storage container bylaw exemption
 - e) Healthy Communities Initiative Decision
 - f) 2021 Senior of the Year Award
9. CORRESPONDANCE
10. INFORMATION
 - a) Economic Development Committee Minutes April 14, 2021
 - b) Museum Minutes May 3, 2021
11. ACCOUNTS FOR PAYMENT

12. CLOSED SESSION
13. CONFIRMING BY-LAW
14. ADJOURNMENT

Memorandum

To: Mayor, Council
cc: Staff, Public
From: Staff
Date: May 14, 2021
RE: **May 17, 2021 Council Meeting**

6. Committee Reports

a) Museum Committee Report

Report presented by Michael Hunt

7. Old Business

a) Main Street Construction Update

- The project is still proceeding ahead of schedule.
- We expect the contamination excavation in the vicinity of the Post Office and Anglican Church will be initiated in the near future. We are still awaiting final costing estimates based on two alternative methods.
- When the schedule for this work is established, Gratton Construction and the Township will be issuing advanced notice and detour information. Although the final details are yet to be determined, and residents/road-users should rely on the actual notices/signage, once established, for the most up-to-date info, the preliminary details are as follows:
 1. Main St. will be **closed** – no through traffic in either direction - in the area of the Havelock Hotel, Post Office and Anglican Church.
 2. This closure will be as short as possible. We cannot give a firm timeframe at this time, but I expect it to be a matter of days – i.e., less than a week.
 3. People will still be able to safely access the Post Office, although they may have to walk slightly farther.
 4. Notification will be issued by web site, social media, the business distribution list, and with physical (paper) notices.
 5. Road closed signs and detour signs will be posted:
 - a. Close to the intersection of Main St. and Hwy 540 for Northbound (into Kagawong and for accessing Maple Point, etc.) traffic.
 - i. This signage will indicate Upper St. as the detour route for vehicles proceeding through the village to Maple Ridge, Maple Point, etc.
 - b. Before (North side) of Beach St., which meets Main St. at the water system low-lift station.
 - i. This signage will indicate Beach St. as an alternative for small vehicles (cars & pick-ups) that are proceeding to Hwy 540, AND Upper St. as detour routes.
 6. Road users will need to exercise patience and extra caution when using the Upper Street detour. It is a 1.5 lane residential street with normally low traffic volumes.
- Many more of the storm-drainage structures have been placed, and this work is proceeding rapidly.
- The escarpment work, storm drainage and subbase excavation has not required any blasting to-date, and it is looking like no blasting will be required. This is an unexpected and welcome development.
- Work has been started on the engineered retaining wall at the lighthouse.

- We are still awaiting one pole relocation on the part of Hydro One and Bell. Hopefully this will be accomplished soon, as this represents one threat to the ahead-of-schedule status of the project.

As always, the EDO is available to answer questions on the project progress.

b) Small Craft Basin and Aus Hunt Marina Update

The issues at the SCB have been resolved with the assistance of PWs. There is a plan to have remedial repairs completed on the Aus Hunt Marina in the next couple of weeks. We expect both facilities to be in operation by the end of May, subject to pandemic restrictions and realities at that time.

8. New Business

a) COVID 19 Update

Council to review documents in the package as sent by Megan Bonenfant, CEMC.

b) Salary Grid- Museum Curator

Recommendation:

That by-law 2021-20, being a by-law to amend by-law 2021-08, being a by-law to update employee salary ranges, be given first, second and third readings and enacted, and

That by-law 2021-08 Employee Salary Range Schedule A be amended to include the Museum Curator position being the same as the Marina Manager.

c) Manitoulin Planning Board – Budget Approval

Recommendation:

That Council accepts the Manitoulin Planning Board 2021 budget as presented in their correspondence dated April 23, 2021

d) Letter to Mayor and Council re: Storage container bylaw exemption

Mr. McKeever has requested that he be allowed to put a storage container on his property located at 11 Upper Street.

The process for Mr. McKeever's request is to request a zoning change (site-specific) to the Zoning By-law from the Planning Board. The request would be reviewed at the Planning Board if there was municipal support for the application.

The Planning Board then sends proper notification out to neighboring properties (as legislated) and a public meeting is scheduled. At the public meeting the public is allowed to make comments as to whether or not they support the installation of a storage container at the site. The public meeting is usually held a 7 p.m. before a 7:30 regular council meeting.

At the next regular Council meeting, following the public meeting, Council would be presented with a draft bylaw to amend the Zoning By-Law to allow for a storage container to be located on the property.

Except in this case there is a bit of a difference. In 2011 the following resolution was passed:

2011-224 Imrie – Hurcomb

WHEREAS, following a review of the Township's Zoning By-Law, Council has determined that Transport Trailers, Rail Box Cars and Sea Containers are not permitted uses anywhere within the Township,

AND WHEREAS, anyone with a Transport Trailer, Rail Box Car or Sea Container can apply to the Manitoulin Planning Board for a Site-Specific Amendment to Billings Township Zoning By-Law,

NOW THEREFORE BE IT RESOLVED THAT Council has determined that it is undesirable to allow Transport Trailers, Rail Box Cars and Sea Containers in areas zoned Hamlet, Hamlet Residential and Shoreline Residential, Council would oppose any Site-Specific requests in these zones.

Carried

I cannot speak for Council as to why this resolution was passed, other than at the time containers were an issue all over Manitoulin and by omission (not contained in the Zoning by-law) containers are not permitted in Billings Township.

Council has a few options:

1. Council can take the resolution as it stands, so that an application from Mr. McKeever will not be accepted by the Planning Board and Mr. McKeever will not be able to place a container on his property.
2. Council can rescind the resolution made in 2011, so that anyone can apply for a site-specific zoning amendment to allow for a container, which may result in these containers in many locations, which is what the 2011 Council was trying to prevent.
3. Council can make an exception in this case for Mr. McKeever and send notification to the Planning Board that they will support the zoning amendment (Site-specific) pending review of any responses that are received for or against the container. This will establish precedent.

e) Healthy Communities Initiative Decision

Upon resolution 2021-87 Staff was directed by Council to apply to the Healthy Communities Initiative for a new outdoor rink. The application was not successful (please see attached correspondence). A second intake is now open and applications will be accepted until June 25th, 2021. Staff would like to do some research on the second intake and will provide an update at the next Regular Council meeting on June 1, 2021.

f) 2021 Senior of the Year Award

The deadline to submit nominations for the 2021 Senior of the Year is May 31, 2021. Council can determine how they would like to proceed with nominations. Council can also decide not to nominate someone for Senior of the Year and wait and do their own Volunteer of the Year nominations at a later date.

10. Information

Council may move any of these items to new business during the agenda approval for discussion at this meeting, or request that an item(s) be included on a future agenda for discussion.

- a) Economic Development Committee Minutes April 14, 2021
- b) Museum Minutes May 3, 2021

The Corporation of the
Township of Billings
Regular Meeting

May 4th, 2021 7:30 p.m.

Electronic Meeting

Present: Mayor Anderson, Councillors Sharon Alkenbrack, Bryan Barker, Michael Hunt and Sharon Jackson

Staff: Todd Gordon, Economic Development Officer; Kathy McDonald, CAO/Clerk; Tiana Mills, Deputy Clerk; Megan Bonenfant, CEMC; Arthur Moran, By-Law Officer
Media: Tom Sasvari

Members of the General Public

1. OPEN

2021- 149 Barker - Hunt

BE IT RESOLVED that this regular meeting of Council be opened with a quorum present at 7:30 p.m. with Mayor Anderson presiding.

Carried

2. APPROVAL OF AGENDA

2021-150 Alkenbrack - Jackson

BE IT RESOLVED that the agenda for the, 2021 regular meeting of Council be accepted as amended (defer item 8 (l) until the next regular council meeting.

Carried

3. DISCLOSURE OF PECUNIARY INTEREST

Councillor Sharon Alkenbrack made the following declaration:

I, Councillor Sharon Alkenbrack, declare a potential direct pecuniary interest on Agenda item No. 8 h. Item Title: New Business – Marina Rental for the following reason: I will have product for sale there.

4. ADOPTION OF MINUTES

a) April 15th, 2021

2021-151 Hunt - Alkenbrack

BE IT RESOLVED that the minutes of the April 15th, 2021 meeting be accepted as presented.

Carried

b) April 19th, 2021

2021-152 Barker - Jackson

BE IT RESOLVED that the minutes of the April 19th, 2021 meeting be accepted as presented.

Carried

- c) **April 27, 2021**
2021-153 Alkenbrack - Hunt
BE IT RESOLVED that the minutes of the April 27th, 2021 meeting be accepted as presented.

Carried

5. DELEGATIONS

None

6. COMMITTEE REPORTS

a) **Economic Development Committee Report**

Council received report.

b) **Library Committee Report**

Council received report.

c) **Lake Kagawong Resource Committee Report**

Council received report.

7. OLD BUSINESS

a) **OPP Detachment Boards**

2021-154 Barker - Alkenbrack

BE IT RESOLVED that Council supports the appointment of a Billings Township representative for a Police Services Board.

Carried

b) **Main Street Construction Update**

Council received report.

8. NEW BUSINESS

a) **COVID 19 Update**

Megan Bonenfant, CEMC, presented Council with a COVID-19 update.

b) **Broadband Update**

Council received update from Todd Gordon, Economic Development Officer.

c) **Road Management on Invasive Phragmites**

2021-155 Jackson - Hunt

WHEREAS Phragmites australis (Phragmites) is an invasive perennial grass that continues to cause severe damage to wetlands and beaches in areas around the Great Lakes; and

WHEREAS Phragmites australis grows and spreads rapidly, allowing the plant to invade new areas and grow into large monoculture stands in a short

amount of time, and is an allelopathic plant that secretes toxins from its roots into the soil which impede the growth of neighboring plant species; and

WHEREAS *Phragmites australis* results in loss of biodiversity and species richness, loss of habitat, changes in hydrology due to its high metabolic rate, changes in nutrient cycling as it is slow to decompose, an increased fire hazard due to the combustibility of its dead stalks, and can have an adverse impact on agriculture, particularly in drainage ditches; and

WHEREAS invasive *Phragmites* has been identified as Canada's worst invasive plant species by Agriculture and AgriFood Canada; and

WHEREAS the Ontario government has made it illegal to import, deposit, release, breed/grow, buy, sell, lease or trade invasive *Phragmites* under the Invasive Species Act; and

WHEREAS volunteers, non-governmental organizations, and various municipalities have invested tens of thousands of dollars in investments and labour annually for more than eight years in executing management plans to control invasive *Phragmites* on roads, coasts, shorelines and in wetlands; and

WHEREAS roads and highways where *Phragmites* that are left untreated become spread vectors that continually risk new and treated wetlands and coastal shoreline areas; and 2

WHEREAS according to "Smart Practices for the Control of Invasive *Phragmites* along Ontario's Roads" by the Ontario *Phragmites* Working Group, best road management practices for *Phragmites australis* include early detection, and cutting; and

WHEREAS these best management practices are most effective when used in a multi-pronged approach as opposed to when used as stand-alone control measures; and

WHEREAS mother nature does not recognize political boundaries. Therefore, it is imperative that Municipalities, Districts, the Province, and the Federal government work together in collaboration to eradicate Canada's worst invasive plant species *Phragmites australis*;

NOW THEREFORE BE IT RESOLVED that Council for the Township of Billings directs its staff to implement best management practices to promote early detection of invasive *Phragmites*, and to implement best management practices for invasive *Phragmites*, and to join the Ontario *Phragmites* Working Group to collaborate on the eradication of *Phragmites* in Ontario.

BE IT FURTHER RESOLVED that Council for the Township of Billings directs staff to insert clean equipment protocols into tenders and that there is oversight that the protocols are followed; and

BE IT FURTHER RESOLVED that Council for the Township of Billings requests the Ontario Ministry of Transportation to map and treat invasive Phragmites annually on all its highways; and

BE IT FURTHER RESOLVED that the Ontario Ministry of Transportation communicates the strategy on mapping (detecting sites) and controlling invasive Phragmites on provincial highways, the specific highway management plans and results by each MTO region and each highway in the region and work in coordination with the Township of Billings; and

BE IT FINALLY RESOLVED that Council for the Township of Billings requests all levels of government to consider funding support to aid the Township of Billings in managing invasive phragmites; and directs staff to send a copy of this resolution to the Ontario Minister of Environment, Conservation and Parks and the Minister of Environment and Climate Change Canada.

Carried

**d) Community Safety and Wellbeing Plan
2021-156 Alkenbrack - Jackson**

BE IT RESOLVED that the Township of Billings participate in a joint Community Safety and Wellbeing Plan and provide the necessary portion of funds for the township to do so.

Carried

**e) Manitoulin Island Cycling Association (MICA) E-Bike Rack and Charger
2021-157 Alkenbrack - Hunt**

BE IT RESOLVED that Council direct staff to seek more technical information from MICA regarding the charger installation and do more research to determine the preferred location.

Carried

f) Aus Hunt Marina & Small Craft Basin

Council received update from Todd Gordon, Economic Development Officer.

**g) Flywheel Art Submissions
2021-158 Barker - Alkenbrack**

BE IT RESOLVED that Council direct staff to issue a Call to Artists - Request for Quote (RFQ) - for services in creating a new image on the flywheel at the Old Mill Heritage Centre/Municipal Office.

Carried

h) Marina Rental

2021-159 Jackson - Hunt

BE IT RESOLVED that the vacant portion of the Aus Hunt Marina be rented to Deb Flaxman for a fee of \$225/month + HST with a completed and signed rental agreement on file. The hours of operation cannot exceed the normal operating hours of the Aus Hunt Marina and they cannot sell products that are available for sale at the marina. Insurance is required naming the Township of Billings as insured.

Carried

i) Manitoulin Municipal Association (MMA) Stantec Support

2021-160 Alkenbrack - Hunt

BE IT RESOLVED that Council support the Stantec Consulting study recommendation for a Little Current Swing Bridge west of the existing Swing Bridge and to circulate this resolution to the Minister of Transportation, Honorable Caroline Mulroney, MPP Michael Mantha, MP Carol Hughes, and to all the Manitoulin Municipality Association members.

Carried

j) Parks, Recreation and Wellness Game Board Pieces Purchase

2021-161 Barker - Hunt

BE IT RESOLVED that Council approves the purchase of a large LED set of game board pieces for the outdoor game board.

Carried

k) Invitation from Minister Clark Re: Consultations to Strengthen

Municipal Codes of Conduct

2021-162 Jackson - Alkenbrack

BE IT RESOLVED that Councillor Bryan Barker will participate in the June 10th presentation regarding strengthening accountability for municipal council members.

Carried

9. CORRESPONDENCE

a) Mary Buie RE: Garbage at Bridal Veil Falls

Council received letter from Mary Buie.

10. INFORMATION

a) Manitoulin Planning Board 2021 Municipal Requisition for Funding

Council received report.

b) Manitoulin Island Cycling Advocates: Opening Seasonal Roadside Facilities

Council received report.

- c) **Norfolk County Letter of Support: the application of the carbon tax on primary agriculture producers**
Council received report.
- d) **Lake Kagawong Resource Committee April 22, 2021 Minutes**
Council received report.
- e) **Parks, Recreation & Wellness Committee April 26, 2021 Minutes**
Council received report.
- f) **Branford- Request to Withdraw Prohibition of Golf**
Council received report.
- g) **Climate Action Committee Meeting April 28, 2021 Minutes**
Council received report.

11. ACCOUNTS FOR PAYMENT

2021-163 Alkenbrack - Barker

BE IT RESOLVED THAT Council Authorizes the following accounts for payment:

General Accounts \$51,056.58

and that cheques numbers 6714 to 6732 be authorized for signing as described in the attached register.

Carried

12. CLOSED SESSION

a) **Identifiable Individual**

2021-164 Alkenbrack - Jackson

BE IT RESOLVED that in accordance with Section 239(2)(d) of the *Municipal Act, 2001 S.O. Labour Relations or Employee Negotiations*, this Council proceed to a Closed Session at 8:53 p.m. in order to discuss an item involving an identifiable individual.

Carried

2021 – 166 Alkenbrack - Hunt

BE IT RESOLVED that Council adjourns from the closed session at 8:58 p.m. and resumes the regular meeting.

Carried

13. CONFIRMING BY-LAW

2021-167 Alkenbrack - Jackson

BE IT RESOLVED that By-law 2021-19, being a by-law to confirm the proceedings of Council be given first, second, third reading and enacted.

Carried

14. ADJOURNMENT

2021-168 Barker - Hunt

BE IT RESOLVED that this regular meeting of Council be adjourned at 9:00 p.m.

Carried

Township of Billings
Council Committee Report

Report to: Council

Date of Meeting: May 3rd / 2021

Report by: MICHAEL HUNT

Committee: Billings Museum Committee

Highlights/Matters of Interest:

Financial Report Donations remain good.

A Furnace Repair of \$1,954.00 due to winter freeze up.

It was suggested to keep the furnace at 45°F or 72 during winter.

With the Covid 19 Restrictions the May 22nd start will have a cool opening. With a Grand opening coming later.

In June open Wednesday to Sunday until the summer student starts and then 7 days a week for June, July and August.

In the Stone Hawberry Jolly, Key chains, mugs etc. will have tax included in the price.

Exhibits the Empress of Ireland Pictures are Lite up.

The Black and Blue fabric for the display cases has arrived.

And the Plexi glass has also arrived. Exhibits were delivered by Manitoba Transport on May 4th.

The War of 1812 Uniform will be placed in a display case.

The museum donor wall is revitalized to show its recognition and gratitude to the supporters of the Old Mill Heritage Centre.

Signs and Banners will be designed by Beacon Images to be placed at the corner of Young and Main St.

Public Health Sudbury & Districts

Coronavirus Disease 2019 (COVID-19)

Epidemiology Update

These data are based on information available from Public Health Sudbury & Districts as of **4:00 PM May 09, 2021**, unless otherwise specified.

Highlights

As of the time of reporting, among residents of the Public Health Sudbury & Districts service area, there have been:

- **2,011 cases** of COVID-19.
 - **850 (42.3%) of these cases** have tested positive for a COVID-19 variant of concern (VOC).
 - As of November 24, 2020, unless otherwise specified, case counts include laboratory confirmed cases as well as probable cases as defined by the Ontario Ministry of Health ([probable case definition \[PDF\]](#)), except for individuals who have a preliminary positive result from a point-of-care test and for whom laboratory confirmation is required.
- **28 deaths**.
 - The *case fatality rate* is 1.4% (i.e., $Total\ Deaths / Total\ Cases \times 100\%$).
- **243,014 tests** for COVID-19 completed as of end of day on May 8, 2021. Note: this includes preliminary counts of tests completed in the previous 6 days.
 - The *testing rate* is 122,208 tests per 100,000 population.
 - The percent of tests that are positive is 0.9%. (i.e., $Total\ Positive\ Tests / Total\ Tests \times 100\%$). Note: an individual may have more than one test completed.

Of the cases:

- 1,934 cases (96.2%) are resolved, and there are 77 active cases (3.8%).
- 792 cases (39.4%) were female. Note: Sex is not specified for cases 19 aged years and under.
- 1,121 cases (55.7%) were less than 40 years of age. Note: Data on sex and age groups are updated when there are sufficient data to ensure individual cases cannot be identified.
- 291 cases (14.5%) had no known epidemiological link (unknown exposure).
- There have been 40 outbreaks declared in local long-term care homes, retirement homes and other community congregate settings.
- There have been 20 outbreaks declared in local schools and licensed daycares.

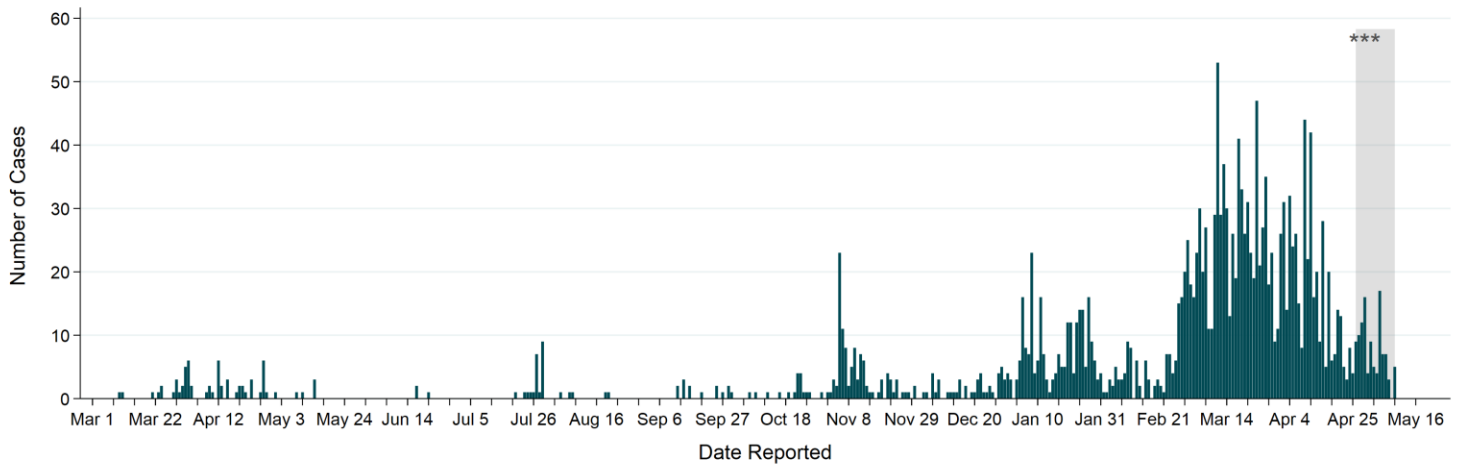
Epidemiology – Sudbury and Districts

Total cases as of May 09, 2021 at 4:00 PM: **2,011 Cases**

Cases over time

Note: External data sources may have slight delays in capturing locally reported cases.

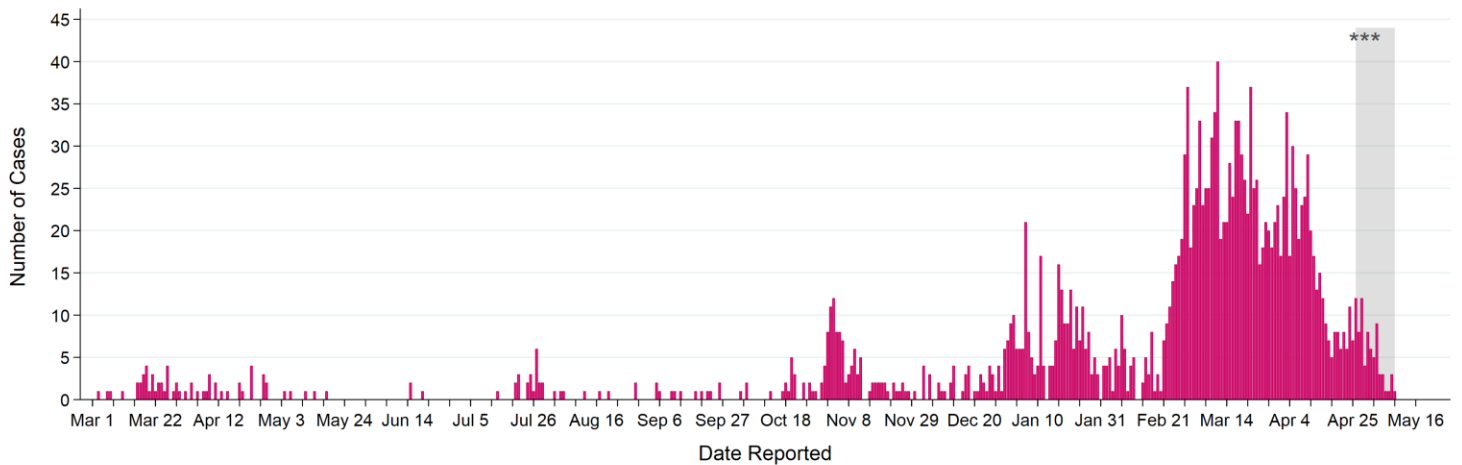
FIGURE 1. Confirmed cases, by date of reporting, Sudbury and districts



Data Source: Ontario Treasury Board Secretariat, Data Catalogue, Confirmed positive cases of COVID-19 in Ontario. <https://data.ontario.ca/dataset/confirmed-positive-cases-of-covid-19-in-ontario> (Access Date: May 10, 2021)

*** Illnesses occurring during this period may not yet be reported

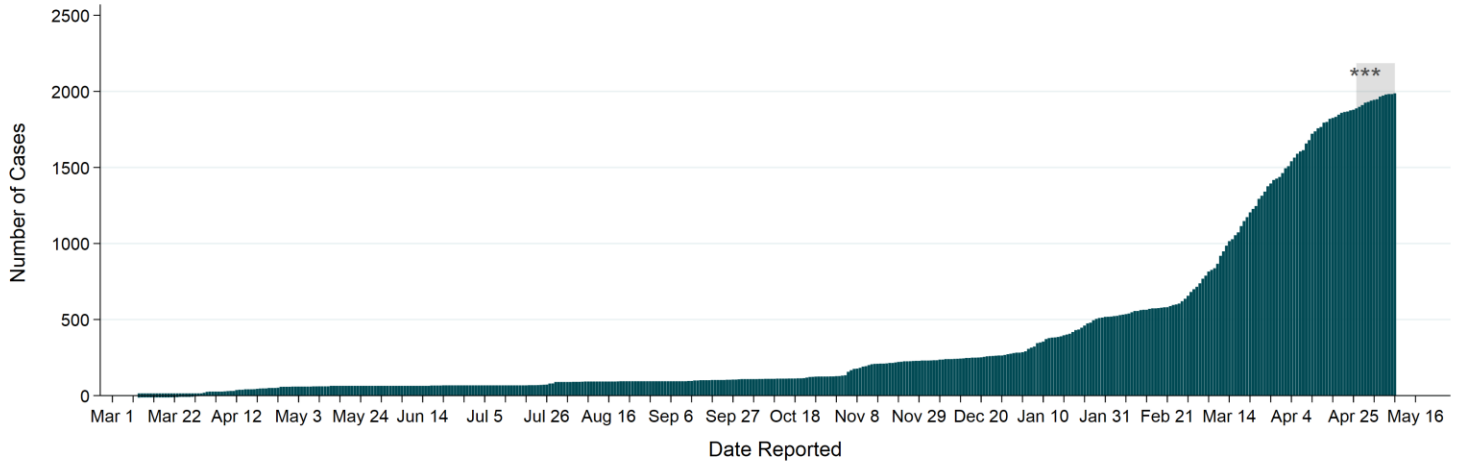
FIGURE 2. Confirmed cases, by date of symptom onset, Sudbury and districts



Data Source: Ontario Treasury Board Secretariat, Data Catalogue, Confirmed positive cases of COVID-19 in Ontario. <https://data.ontario.ca/dataset/confirmed-positive-cases-of-covid-19-in-ontario> (Access Date: May 10, 2021)

*** Illnesses occurring during this period may not yet be reported

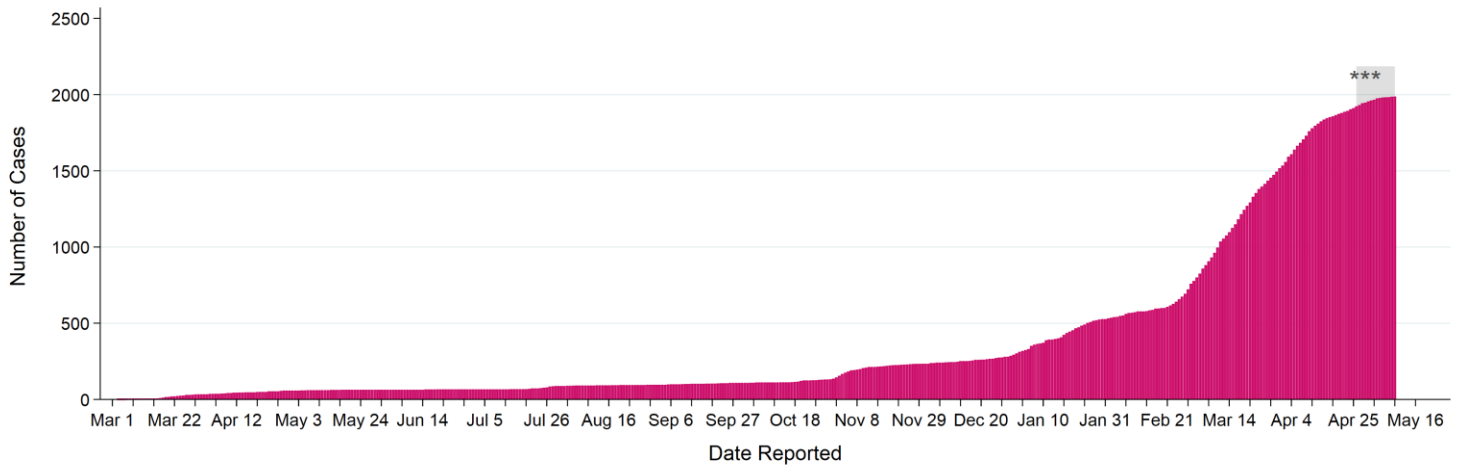
FIGURE 3. Cumulative confirmed cases, by date of reporting, Sudbury and districts



Data Source: Ontario Treasury Board Secretariat, Data Catalogue, Confirmed positive cases of COVID-19 in Ontario. <https://data.ontario.ca/dataset/confirmed-positive-cases-of-covid-19-in-ontario> (Access Date: May 10, 2021)

*** Illnesses occurring during this period may not yet be reported

FIGURE 4. Cumulative confirmed cases, by date of symptom onset, Sudbury and districts



Data Source: Ontario Treasury Board Secretariat, Data Catalogue, Confirmed positive cases of COVID-19 in Ontario. <https://data.ontario.ca/dataset/confirmed-positive-cases-of-covid-19-in-ontario> (Access Date: May 10, 2021)

*** Illnesses occurring during this period may not yet be reported

Case Characteristics

TABLE 1. Number and Percentage of Cases, by Various Characteristics

Characteristic	Cases - Total	Percentage (%)	Cases - Past week	Percentage (%)
Numbers of Cases	2,011	100%	51	100%
Change from previous report	24	1.2%*	-15	-22.7%*
Cases testing positive for a variant of concern (VOC)	850	42.3%	25	49.0%
Sex: Male	752	37.4%	21	41.2%
Sex: Female	792	39.4%	18	35.3%
Sex: Not specified**	467	23.2%	12	23.5%
Ages: 19 and under	467	23.2%	12	23.5%
Ages: 20-39	654	32.5%	17	33.3%
Ages: 40-59	512	25.5%	17	33.3%
Ages: 60-79	287	14.3%	4	7.8%
Ages: 80 and over	91	4.5%	1	2.0%
Ages: Not specified**	0	0.0%	0	0.0%
Area: Greater Sudbury	1,887	93.8%	44	86.3%
Area: Manitoulin District	39	1.9%	1	2.0%
Area: Sudbury District, North	3	0.1%	0	0.0%
Area: Sudbury District, West	50	2.5%	6	11.8%
Area: Sudbury District, East	32	1.6%	0	0.0%

Data source: Public Health Sudbury & Districts

*Percent change represents the degree of change over time, calculated: (New-Original)/Original

**Data on sex and age groups are listed as unspecified until there are sufficient numbers to allow them to be assigned to the appropriate categories. This ensures that individual cases cannot be identified. Sex is not specified for cases aged 19 years and under.

Case Outcome

TABLE 2. Case outcomes, by geographic area

Geographic Area	Total Cases	Resolved Cases	Percent Resolved	Active Cases	Percent Active	Deaths	Case Fatality Rate (CFR)
Sudbury and districts	2,011	1,934	96.2%	77	3.8%	28	1.4%
Ontario	495,019	463,028	93.5%	31,991	6.5%	8,327	1.7%

Data Source: Public Health Sudbury & Districts and Ontario MOH COVID-19 Update

Probable Exposure

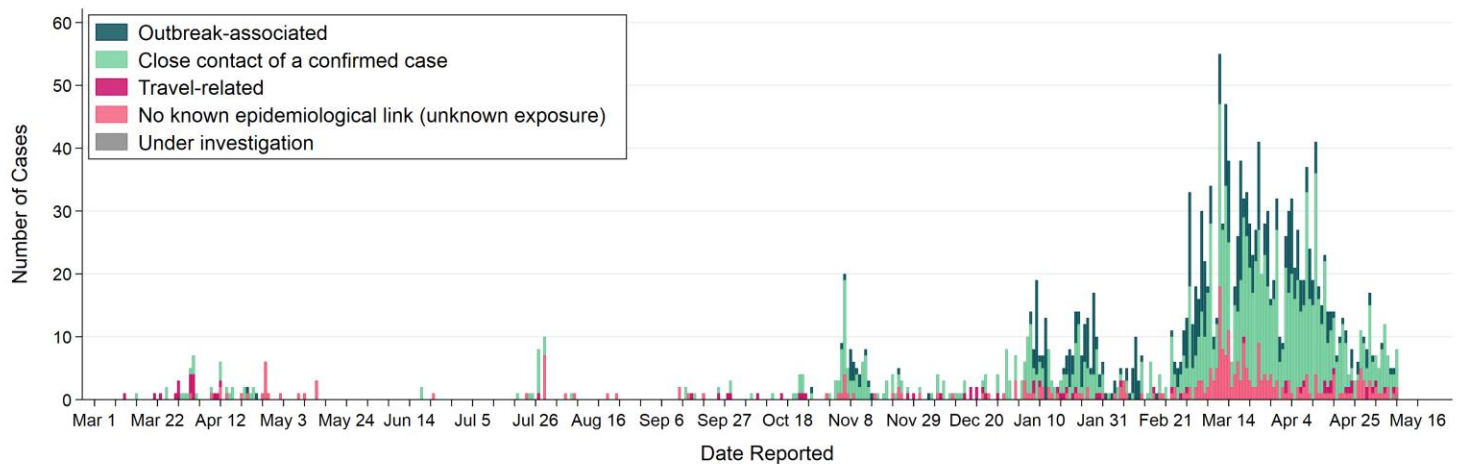
Note: Exposure categories have been revised to better align with categories reported provincially.

TABLE 3. Cases, by probable exposure, Sudbury and districts

Exposure	Cases - Total	Percentage (%)	Cases - Past week	Percentage (%)
Outbreak-associated	490	24.4%	3	5.9%
Close contact of a confirmed case	1,154	57.4%	38	74.5%
Travel-related	75	3.7%	2	3.9%
No known epidemiological link (unknown exposure)	291	14.5%	7	13.7%
Under investigation	1	0.0%	1	2.0%

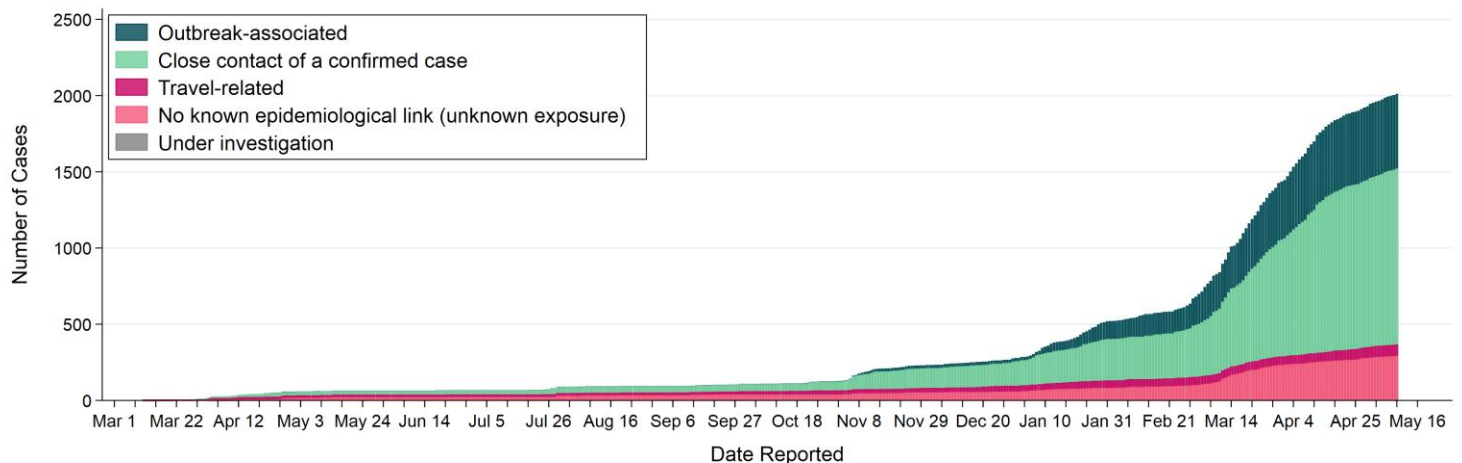
Data Source: Public Health Sudbury & Districts

FIGURE 5. Cases, by date of reporting and probable exposure, Sudbury and districts



Data source: Public Health Sudbury & Districts

FIGURE 6. Cumulative cases, by date of reporting and probable exposure, Sudbury and districts



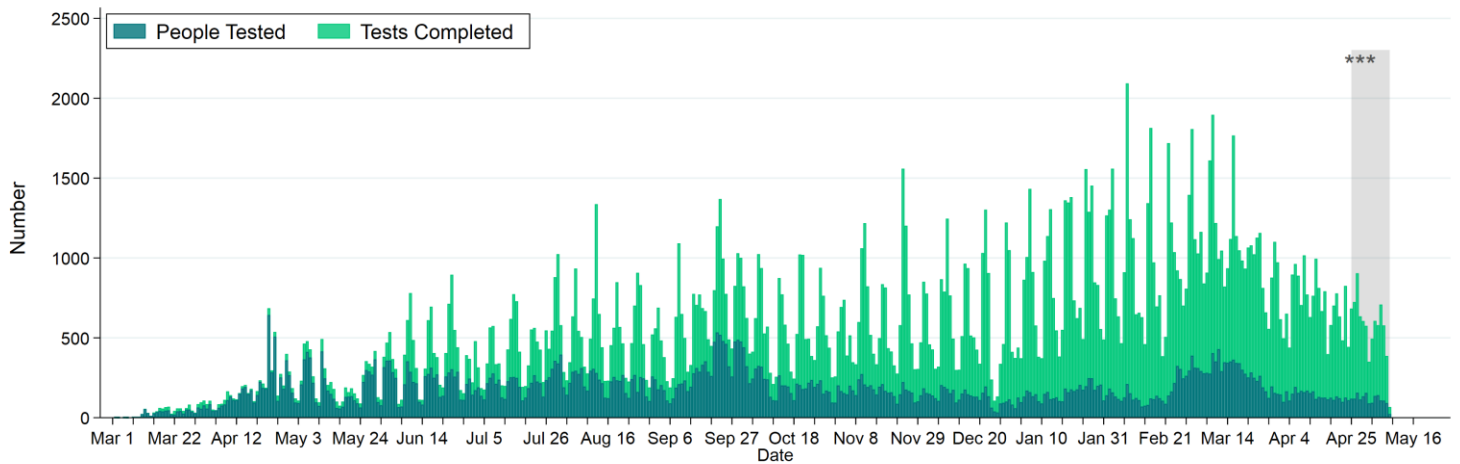
Data source: Public Health Sudbury & Districts

Testing

Total number of tests for COVID-19 as of end of day on May 8, 2021: **243,014 tests** (this includes preliminary counts of tests completed in the previous 6 days.)

Data includes testing from community assessment centres and other health care settings, as well as targeted surveillance initiatives, such as in long-term care homes.

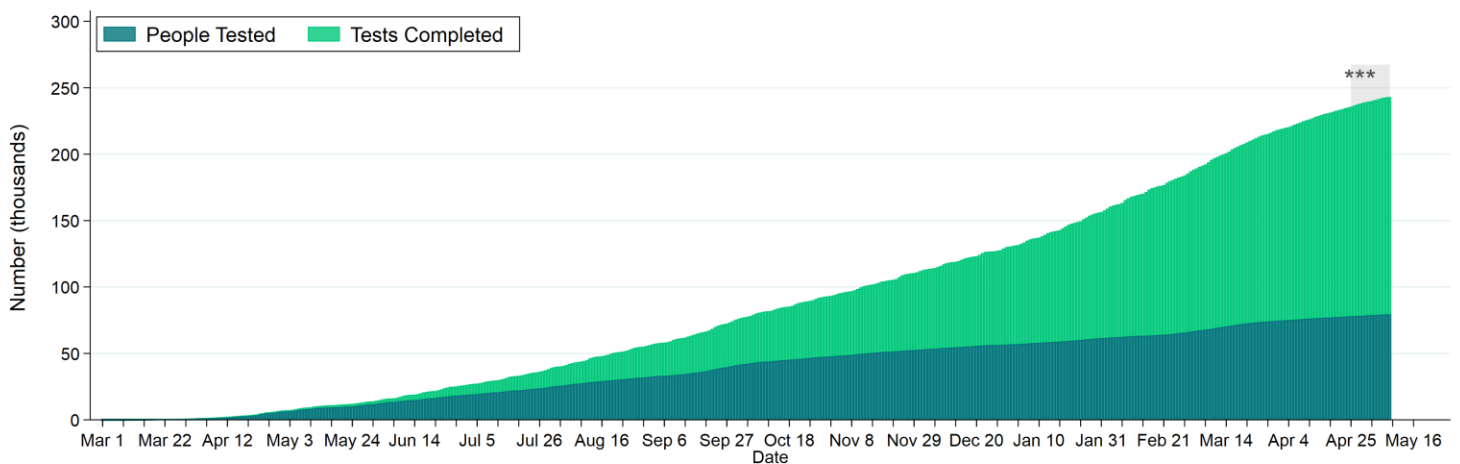
FIGURE 7. Number of tests and people tested in Sudbury and districts, March 1, 2020 to May 8, 2021



Data source: COVID-19 Testing Report (SAS Visual Analytics), Ministry of Health, May 10, 2021

*** Preliminary data

FIGURE 8. Cumulative number of tests and people tested in Sudbury and districts, March 1, 2020 to May 8, 2021



Data source: COVID-19 Testing Report (SAS Visual Analytics), Ministry of Health, May 10, 2021

*** Preliminary data

Outbreaks in Facilities

As per the most recent provincial directives, outbreaks of COVID-19 are not automatically declared in long-term care homes and other congregate settings with the confirmation of one case. Public Health assesses each unique situation in determining if an outbreak should be declared, including, for example, occupation, exposures in the home, symptoms of the case, specific risk factors, and local epidemiology.

- In total there have been **40** COVID-19 outbreaks in area facilities.
- Of the declared outbreaks, **3** are currently active, and **37** have been declared over.
- The table, below, provides a summary of outbreaks that have been active within the past 7 days.

TABLE 4. Summary of recent outbreaks in facilities, Sudbury and districts

Name of Facility	Facility Type	Units Affected	Date Active	Date Declared Over
Health Sciences North	Hospital	Fourth floor South	April 23	-
Sudbury Jail	Congregate setting	Entire Facility	April 29	-
Health Sciences North	Hospital	Sixth floor South	May 4	-

Data Source: Public Health Sudbury & Districts

Outbreaks in Schools and Licensed Daycares

An outbreak in a school or daycare will be declared if there are two or more cases of COVID-19 in a 14-day period that have some link with each other, and with evidence that infection occurred at the school.

- In total there have been **20** COVID-19 outbreaks in area schools and licensed daycares.
- All outbreaks have now been declared over.
- The table, below, provides a summary of outbreaks that have been active within the past 7 days.

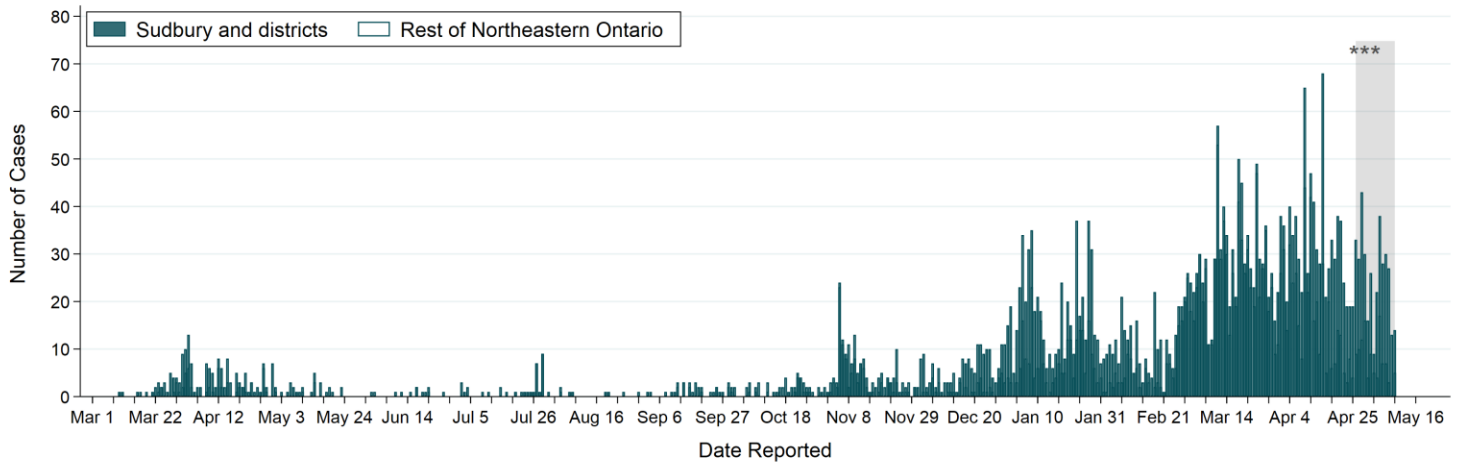
TABLE 5. Summary of recent outbreaks in schools and licensed daycares, Sudbury and districts

There have been no active outbreaks in the past 7 days.

Data Source: Public Health Sudbury & Districts

Regional Context

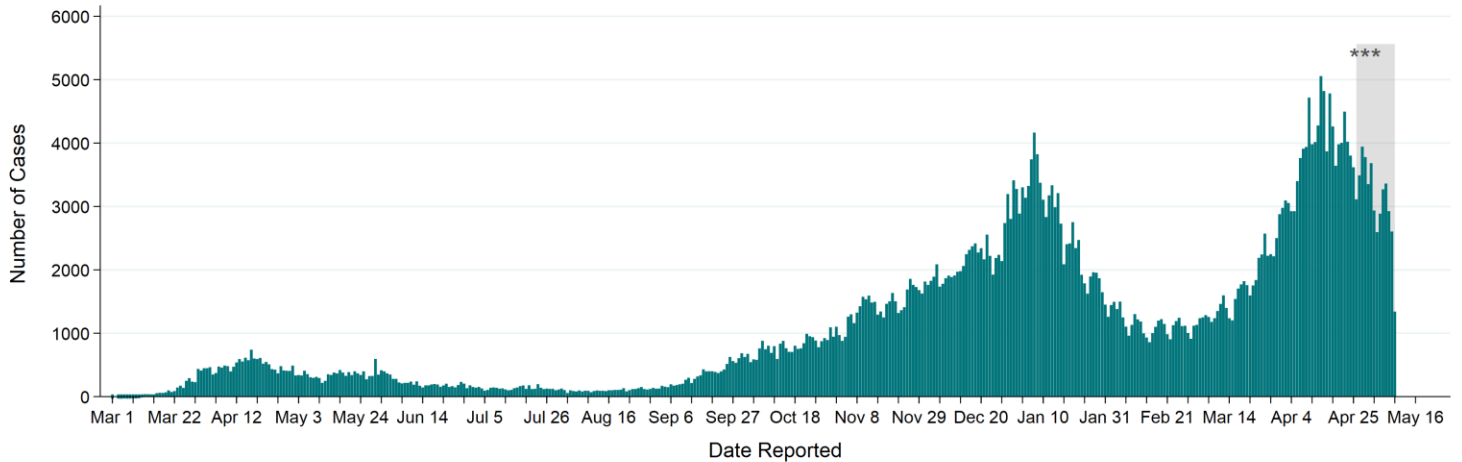
FIGURE 9. Confirmed cases, by date of reporting, Sudbury and districts and Northeastern Ontario



Data Source: Ontario Treasury Board Secretariat, Data Catalogue, Confirmed positive cases of COVID-19 in Ontario. <https://data.ontario.ca/dataset/confirmed-positive-cases-of-covid-19-in-ontario> (Access Date: May 10, 2021)

*** Illnesses occurring during this period may not yet be reported

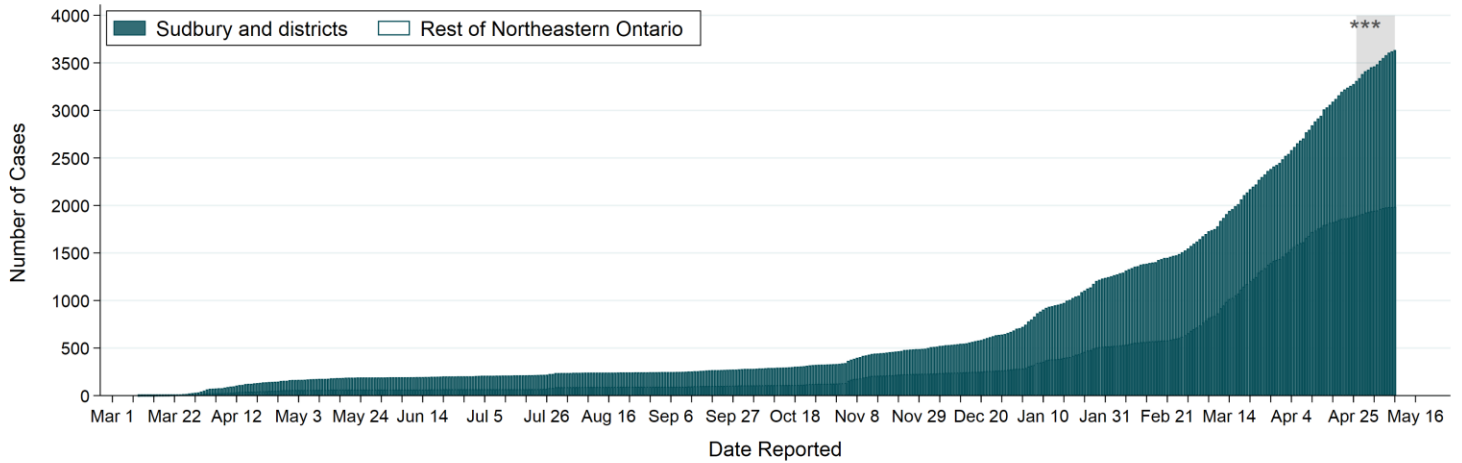
FIGURE 10. Confirmed cases, by date of reporting, Ontario



Data Source: Ontario Treasury Board Secretariat, Data Catalogue, Confirmed positive cases of COVID-19 in Ontario. <https://data.ontario.ca/dataset/confirmed-positive-cases-of-covid-19-in-ontario> (Access Date: May 10, 2021)

*** Illnesses occurring during this period may not yet be reported

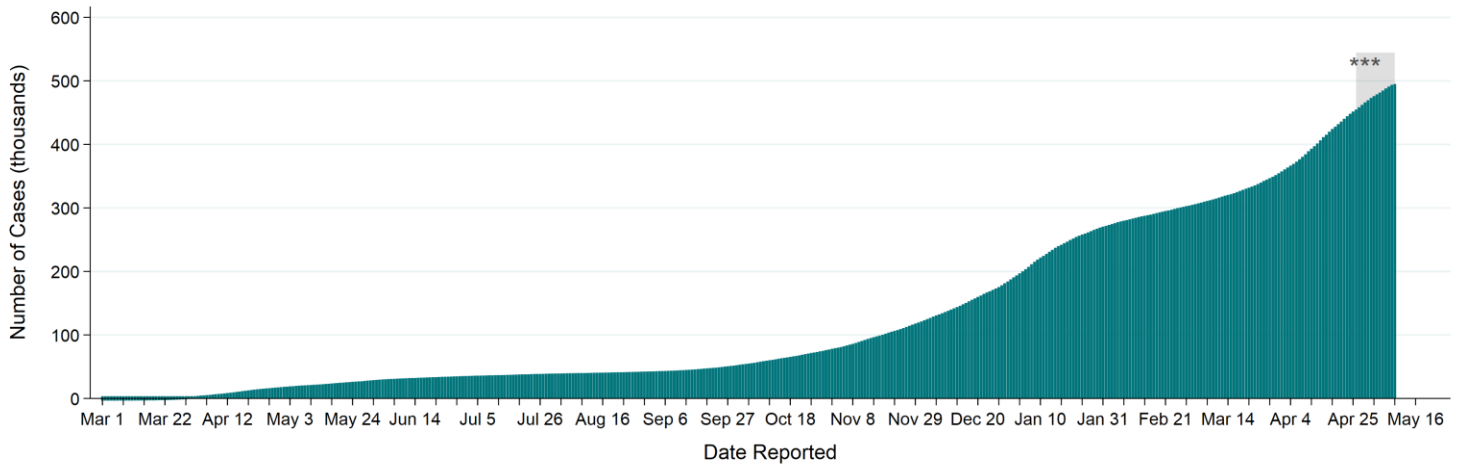
FIGURE 11. Cumulative confirmed cases, by date of reporting, Sudbury and districts and Northeastern Ontario



Data Source: Ontario Treasury Board Secretariat, Data Catalogue, Confirmed positive cases of COVID-19 in Ontario. <https://data.ontario.ca/dataset/confirmed-positive-cases-of-covid-19-in-ontario> (Access Date: May 10, 2021)

*** Illnesses occurring during this period may not yet be reported

FIGURE 12. Cumulative confirmed cases, by date of reporting, Ontario



Data Source: Ontario Treasury Board Secretariat, Data Catalogue, Confirmed positive cases of COVID-19 in Ontario. <https://data.ontario.ca/dataset/confirmed-positive-cases-of-covid-19-in-ontario> (Access Date: May 10, 2021)

*** Illnesses occurring during this period may not yet be reported

TABLE 6. Regional COVID-19 case summary

Geographic Area	Cases	Cumulative incidence per 100,000*	Active Cases	Prevalence per 100,000**	Resolved Cases	Resolved Rate	Deceased	Case Fatality Rate	Data Availability†
Canada	1,286,666	3,422.9	80,789	214.9	1,205,877	93.7%	24,626	1.9%	May 9
Ontario	495,019	3,376.6	31,991	218.2	463,028	93.5%	8,327	1.7%	May 9
Northern Ontario	7,725	969.4	383	48.1	7,342	95.0%	133	1.7%	May 7
Northeastern Ontario	3,603	644.1	275	49.2	3,328	92.4%	64	1.8%	May 7
Public Health Sudbury & Districts	2,011	1,011.3	77	38.7	1,934	96.2%	28	1.4%	May 9

Data source: Statistics Canada, Government of Canada COVID-19 Update, Ontario MOH COVID-19 Update, integrated Public Health Information System (iPHIS) database, Northwestern Health Unit, Thunder Bay District Health Unit, Algoma Public Health, North Bay Parry Sound District Health Unit, Public Health Sudbury & Districts, Porcupine Health Unit, Timiskaming Health Unit.

* Cumulative incidence is the rate at which new cases have occurred since the beginning of the pandemic. ** Prevalence is the current rate of active (unresolved) cases in the population

† This report is based on the most currently available information at date and time of production.

TABLE 7. Regional COVID-19 testing summary

Geographic Area	Tests Completed	Tests per 100,000	% Tests that were Positive*	People Tested	People Tested per 100,000	% People Tested who were Positive**	Data Availability†
Canada	32,642,733	86,840	Not Available	Not Available	Not Available	Not Available	May 9
Ontario	12,809,969	87,379	3.8%	5,059,966	34,515	9.8%	May 8
Northern Ontario	883,807	110,904	0.9%	290,367	36,437	2.7%	May 8
Northeastern Ontario	612,726	109,531	0.7%	197,237	35,258	1.8%	May 8
Public Health Sudbury & Districts	243,014	122,208	0.9%	79,430	39,944	2.5%	May 8

Data source: Statistics Canada, Government of Canada COVID-19 Update; COVID-19 Testing Report (SAS Visual Analytics), Ontario Ministry of Health, May 10, 2021

* This is calculated using the following formula: Total Positive Tests / Total Tests x 100%. Note: an individual person may be tested on multiple different occasions. Samples collected on each such occasion may undergo multiple tests, and thus may yield multiple positive tests. The number of positive tests will therefore exceed the number of confirmed cases within an area.

** This is calculated using the following formula: Total Confirmed Cases / Total People Tested x 100%

† This report is based on the most currently available information at date and time of production.



Vaccination clinics for COVID-19

Appointments for a safe and effective COVID-19 vaccine are available throughout the Sudbury and Manitoulin districts.

Learn which groups are currently eligible and how to book an appointment. If your group or age range is not yet eligible, your turn is coming soon. This page will be updated frequently as new information becomes available.

Public Health Sudbury & Districts **is not a designated COVID-19 Hot Spot** in the province of Ontario.

Visit our COVID-19 page (<https://www.phsd.ca/health-topics-programs/diseases-infections/coronavirus/>) for information on symptoms, self-isolation, and where to get tested for COVID-19. We also report vaccination data (<https://www.phsd.ca/health-topics-programs/diseases-infections/coronavirus/current-status-covid-19/#vaccine>) for our area.

COVID-19 vaccine clinic dates and locations

We are following Ontario Government's three-phased vaccination plan (<https://covid-19.ontario.ca/getting-covid-19-vaccine-ontario>) (Government of Ontario). We have been working with partners across our service area to set up COVID-19 vaccine clinics that are accessible and inviting.

Expand All Close All

Dates and locations [expand]

A reminder you must not attend a clinic if you have any symptoms of COVID-19 or if you are in isolation due to a COVID-19 exposure.

Chapleau

May 19, 25, and 26 at the Chapleau Recreation Centre

June 2 at the Chapleau Recreation Centre

Greater Sudbury

May 13 and 14 at the Carmichael Arena

May 13, 18, and 25 at the Gerry McCrory Countryside Sports Complex

May 15 and 29 at the Centennial Community Centre and Arena (Hanmer)

May 19 at the Dr. Edgar Leclair Community Centre and Arena (Azilda)

June 1 at the Gerry McCrory Countryside Sports Complex

June 2 at the Dr. Edgar Leclair Community Centre and Arena (Azilda)

Lacloche Foothills

May 12, 19, and 26 at the Espanola Recreation Centre

Manitoulin Island

May 25 at the NEMI Recreation Centre (Little Current)

May 18 at the Mindemoya Missionary Church

Sudbury East

May 13, 19, and 27 at the Alban Community Centre

May 20 and 26 at the St. Charles Community Centre

June 3 at the St. Charles Community Centre

All vaccination clinics are by appointment only and COVID-safe measures are in place.

Who can book an appointment?

Currently, only those listed in the **how to book an appointment section below** are eligible for a COVID-19 vaccine. As additional groups become eligible to receive the vaccine, we will add booking information as details are confirmed.

Future eligibility, who's next?

Plans are underway to be able to offer vaccine to more groups. Throughout the month of May the following groups are anticipated to become eligible, dependant on vaccine supply:

Thursday, May 13, at 8 a.m.

- Adults 40 and older in 2021 (born in 1981 or earlier)

Week of May 17

- Adults 30 and older in 2021 (born in 1991 or earlier)

Week of May 24

- Adults 18 and older in 2021 (born in 2003 or earlier)

Check this page for future booking instructions.

How to book an appointment

All vaccination clinics are by appointment only. Appointments can be booked by phone and the option to book online is available for certain groups.

High call volumes

Please only call if clinics have been announced for your group locally, as we are trying to make sure phone lines are available for the people who are able to book an appointment. We appreciate your patience.

Select your group below for booking instructions.

Expand All Close All

Adults 40 years of age and older in 2021 [pharmacy vaccine locations] -

Select pharmacies across the province are booking appointments for AstraZeneca COVID-19 vaccines for eligible people aged 40 or older in 2021. **You must have an appointment to get vaccinated at a participating pharmacy.**

Visit <https://covid-19.ontario.ca/vaccine-locations> (<https://covid-19.ontario.ca/vaccine-locations>) for locations.

Adults aged 40 or older in 2021 are not yet eligible for mass immunization clinics in Sudbury and districts.

Adults 50 years of age and older in 2021 -

Individuals can book an appointment online or by phone. Online booking is a simple and efficient process and helps reduce call volumes. Individuals can also help people who are eligible by booking an appointment on their behalf.

Book online

Visit <https://covid-19.ontario.ca/book-vaccine/> (<https://covid-19.ontario.ca/book-vaccine/>)

Book by phone

- **Main line: call 705.674.2299** (toll-free: 1.800.708.2505), between 8 a.m. and 8 p.m., seven days a week.

To help with call volumes, an additional call centre has been set up.

- **Alternate line: call 1.844.782.2273**, between 9 a.m. and 9 p.m., seven days a week.

Health care workers

Pre-registration is now closed. Health care workers can call and book their COVID-19 vaccination appointment.

Book by phone

- **Main line: call 705.674.2299** (toll-free: 1.800.708.2505), between 8 a.m. and 8 p.m., seven days a week.

To help with call volumes, an additional call centre has been set up.

- **Alternate line: call 1.844.782.2273**, between 9 a.m. and 9 p.m., seven days a week.

Ministry of Health, health care worker criteria

(http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/Guidance_for_Prioritizing_HCW_covid_01-08.pdf) (Government of Ontario, PDF)

Indigenous adults (18+) (First Nations, Métis, Inuit)

COVID-19 vaccine clinics for Indigenous adults **18 years of age and older at the time of immunization** have been occurring in First Nations and in municipal settings. All clinics are with the leadership of and/or in close partnership with community partners (e.g. First Nations leadership, health services serving Indigenous people, Aboriginal Health Access Centres, and others).

Individuals can book an appointment online or by phone. Online booking is a simple and efficient process and helps reduce call volumes. Individuals can also help people who are eligible by booking an appointment on their behalf.

Book online

Visit <https://covid-19.ontario.ca/book-vaccine/> (<https://covid-19.ontario.ca/book-vaccine/>).

Book by phone

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- **Alternate line: call 1.844.782.2273**, between 9 a.m. and 9 p.m., seven days a week.

Individuals who cannot work from home

Individuals can book an appointment online or by phone. Online booking is a simple and efficient process and helps reduce call volumes. Individuals can also help people who are eligible by booking an appointment on their behalf.

Book online

Visit <https://covid-19.ontario.ca/book-vaccine/> (<https://covid-19.ontario.ca/book-vaccine/>).

Book by phone

- **Main line: call 705.674.2299** (toll-free: 1.800.708.2505), between 8 a.m. and 8 p.m., seven days a week.

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Individuals who cannot work from home who fall under Group One (<https://covid-19.ontario.ca/ontarios-covid-19-vaccination-plan#our-three-phased-vaccination-plan>) (Government of Ontario) include:

- Elementary and secondary school workers (including educators, custodial, school bus drivers, administrative staff)
- Workers responding to critical events (including police, fire, special constables, children's aid society workers, emergency management, critical infrastructure restoration workers)
- Enforcement, inspection, and compliance roles (including by-law enforcement, building inspectors, food inspectors, animal welfare inspectors, border inspection officers, labour inspectors, WSIB field workers)
- Individuals working in licensed childcare settings (including all licensees, employees and students on educational placements who interact directly with children in licensed childcare centres and in authorized recreation and skill building programs, licensed home child care and in-home service providers, employees of home child care agencies)
- Foster care agenda workers (including customary care providers)
- Food manufacturing and distribution workers
- Agriculture and farm workers
- Funeral, crematorium, and cemetery workers

Individuals who cannot work from home who fall under Group 2 (<https://covid-19.ontario.ca/ontarios-covid-19-vaccination-plan#group-2>) (Government of Ontario) include:

- Essential and critical retail workers (including grocery, foodbank, pharmacy, ServiceOntario, postal service, ServiceCanada, Passport Canada, wholesalers and general goods, restaurant, LCBO (Liquor Control Board of Ontario) workers)
- Workers in manufacturing industries directly involved in supporting the COVID-19 response, construction (including infrastructure) and other essential businesses and services where facilities are at heightened risk for COVID-19 outbreaks and spread
- Social workers and social services staff who provide in-person client services (including youth justice workers, Ontario Works and Ontario Disability Support Program case workers)
- Courts and justice system workers (including probation and parole workers)
- Transportation, warehousing and distribution workers (including public transit workers, taxi drivers, truck drivers supporting essential services, marine and rail cargo and maintenance, highway maintenance)
- Electricity (including system operations, generation, transmission, distribution and storage workers)
- Communications infrastructure workers (including cellular, satellite, landline, internet, public safety radio)
- Water and wastewater management workers
- Financial services workers (bank branch staff)
- Veterinarians and veterinary teams
- Waste management workers
- Oil and petroleum workers (including petroleum refineries, crude oil and petroleum storage, transmission and distribution, retail sale of fuel)
- Natural gas and propane gas workers (including compression, storage, transmission and distribution of natural gas and propane)
- Mine workers (including those needed to ensure the continued operation of active mines)
- Uranium processing workers (those working in the refining and conversion of uranium and fabrication of fuel for nuclear power plants)

Individuals with highest-risk health conditions and one essential caregiver

Individuals can book an appointment online or by phone. Online booking is a simple and efficient process and helps reduce call volumes. Individuals can also help people who are eligible by booking an appointment on their behalf.

Book online

Visit <https://covid-19.ontario.ca/book-vaccine/> (<https://covid-19.ontario.ca/book-vaccine/>).

Book by phone

- **Main line: call 705.674.2299** (toll-free: 1.800.708.2505), between 8 a.m. and 8 p.m., seven days a week.

To help with call volumes, an additional call centre has been set up.

- **Alternate line: call 1.844.782.2273**, between 9 a.m. and 9 p.m., seven days a week.

Highest-risk health conditions include:

- Organ transplant recipients and individuals awaiting organ transplant
- Hematopoietic stem cell transplant recipients
- Neurological diseases in which respiratory function may be compromised (e.g., motor neuron disease, myasthenia gravis, multiple sclerosis)
- Haematological malignancy diagnosed <1 year
- Kidney disease eGFR <30
- Individuals who are pregnant at time of vaccination

Definition of essential caregiver

Up to one primary essential caregiver supporting those with highest-risk health conditions are eligible for vaccination if they meet the following criteria:

- The health condition of the individual being supported requires ongoing reliance on the care and/or assistance from the essential caregiver, AND
- The essential caregiver provides direct, frequent, and sustained in-person personal care and/or assistance with activities of daily living to the individual with the health condition.

Individuals with high-risk health conditions

Individuals can book an appointment online or by phone. Online booking is a simple and efficient process and helps reduce call volumes. Individuals can also help people who are eligible by booking an appointment on their behalf.

Book online

Visit <https://covid-19.ontario.ca/book-vaccine/> (<https://covid-19.ontario.ca/book-vaccine/>).

Book by phone

- **Main line: call 705.674.2299** (toll-free: 1.800.708.2505), between 8 a.m. and 8 p.m., seven days a week.

To help with call volumes, an additional call centre has been set up.

- **Alternate line: call 1.844.782.2273**, between 9 a.m. and 9 p.m., seven days a week.

High-risk health conditions include:

- Obesity (BMI > 40)
- Other treatments causing immunosuppression (for example, chemotherapy, medications that weaken the immune system)
- Intellectual or developmental disabilities (for example, Down Syndrome)

Definition of essential caregiver

Up to one primary essential caregiver supporting those with certain high risk health conditions are eligible for vaccination if they meet the following criteria:

- The health condition of the individual being supported requires ongoing reliance on the care and/or assistance from the essential caregiver, AND
- The essential caregiver provides direct, frequent, and sustained in-person personal care and/or assistance with activities of daily living to the individual with the health condition.

Individuals with at-risk health conditions

Individuals can book an appointment online or by phone. Online booking is a simple and efficient process and helps reduce call volumes. Individuals can also help people who are eligible by booking an appointment on their behalf.

Book online

Visit <https://covid-19.ontario.ca/book-vaccine/> (<https://covid-19.ontario.ca/book-vaccine/>).

Book by phone

- **Main line: call 705.674.2299** (toll-free: 1.800.708.2505), between 8 a.m. and 8 p.m., seven days a week.

To help with call volumes, an additional call centre has been set up.

- **Alternate line: call 1.844.782.2273**, between 9 a.m. and 9 p.m., seven days a week.

At-risk health conditions include:

- Immune deficiencies and autoimmune disorders
- Stroke and cerebrovascular disease
- Dementia
- Diabetes
- Liver disease
- All other cancers
- Respiratory diseases, such as asthma, bronchitis, pneumonia, pleurisy
- Spleen problems, such as asplenia
- Heart disease
- Hypertension with end organ damage
- Diagnosed mental disorder
- Substance use disorders
- Sickle cell disease
- Thalassemia
- Immunocompromising health conditions
- Other disabilities requiring direct support care in the community

Adult recipients of chronic home care

Individuals can book an appointment by phone.

Book by phone

- **Main line: call 705.674.2299** (toll-free: 1.800.708.2505), between 8 a.m. and 8 p.m., seven days a week.

To help with call volumes, an additional call centre has been set up.

- **Alternate line: call 1.844.782.2273**, between 9 a.m. and 9 p.m., seven days a week.

Faith leaders who provide certain functions such as end-of-life care

Individuals can book an appointment by phone.

Book by phone

- **Main line: call 705.674.2299** (toll-free: 1.800.708.2505), between 8 a.m. and 8 p.m., seven days a week.

To help with call volumes, an additional call centre has been set up.

- **Alternate line: call 1.844.782.2273**, between 9 a.m. and 9 p.m., seven days a week.

Public Health Sudbury & Districts is offering vaccine to faith leaders who provide:

- end of life care
- care of the deceased, funerals, bathing, or other ceremony with direct contact with deceased persons
- home visits to unwell persons
- pastoral care in hospitals/long-term care homes/retirement homes or other vulnerable settings

Residents, essential caregivers, and staff of high-risk congregate living settings

Public Health Sudbury & Districts is currently working directly with service providers to offer the vaccine to residents, essential caregivers, and staff of high-risk congregate living settings. Clinics are being offered for these individuals in both mass immunization clinic settings and mobile immunization teams.

Staff, residents, and essential caregivers of retirement homes and congregate care settings for seniors, Elder care homes, long-term care homes

COMPLETED

All staff, residents, and essential caregivers of retirement homes and congregate care settings for seniors, Elder care homes, and long-term care homes have been offered the vaccine. If you have not received the vaccine and would like to receive the vaccine, please book your appointment.

Book by phone

- **Main line: call 705.674.2299** (toll-free: 1.800.708.2505), between 8 a.m. and 8 p.m., seven days a week.

To help with call volumes, an additional call centre has been set up.

- **Alternate line: call 1.844.782.2273**, between 9 a.m. and 9 p.m., seven days a week.

This item was last modified on May 12, 2021

Sudbury
705.522.9200

Chapleau
705.860.9200

Sudbury East
705.222.9201

Espanola
705.222.9202

Manitoulin Island
705.370.9200

Toll-free
1.866.522.9200

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

BY-LAW 2021-20

Being a by-law to amend By-law 2021-08, being a by-law to update employee salary ranges

Whereas Council for the Corporation of the Township of Billings deems it necessary to amend by-law 2021-08, being a by-law to update employee salary ranges.

NOW THEREFORE THE COUNCIL OF THE TOWNSHIP OF BILLINGS ENACTS AS FOLLOWS:

1. That Schedule A be amended to include the Museum Curator being the same as the Marina Manager.

Read a first time, second, third time and enacted this 17th day of May 2021.

Ian Anderson, Mayor

Kathy McDonald, CAO/Clerk

The Corporation of the Township of Billings
By-law 2021-08
Schedule "A"

Employee Salary Grid*

Position	Range		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
CAO/Clerk	\$62,172 - \$82,675	Salary	\$62,172	\$66,554	\$70,938	\$75,321	\$79,703	\$82,675
Treasurer	\$52,961 - \$67,352	Salary	\$52,961	\$55,840	\$58,717	\$61,596	\$64,474	\$67,352
Deputy Clerk/Finance Assistant	\$47,602 - \$55,504	Salary	\$47,602	\$49,290	\$50,843	\$52,398	\$53,951	\$55,504
Economic Development Officer	\$47,193 - \$62,924	Salary	\$47,193	\$50,339	\$53,485	\$56,631	\$59,778	\$62,924
Administrative Assistant	\$34,744 - \$42,257	Salary	\$34,744	\$36,705	\$38,094	\$39,481	\$40,870	\$42,257
Financial Assistant	\$20.58 - \$27.27	Hourly	\$20.58	\$21.92	\$23.25	\$24.59	\$25.92	\$27.27
Public Works Superintendent	\$54,341 - \$66,240	Salary	\$54,341	\$56,720	\$59,975	\$62,354	\$64,734	\$66,240
Public Works First Operator	\$47,677 - \$59,912	Salary	\$47,677	\$49,168	\$51,614	\$54,061	\$56,509	\$59,912
Public Works Operator	\$39,301 - \$48,215	Salary	\$39,301	\$41,599	\$43,382	\$45,165	\$46,947	\$48,215
Landfill Attendant	\$17.01 - \$20.15	Hourly	\$17.01	\$17.64	\$18.27	\$18.89	\$20.03	\$20.15
Casual Labour	\$16.42 - \$20.02	Hourly	\$16.42	\$17.15	\$17.86	\$18.58	\$19.30	\$20.02
By-Law Enforcement	\$18.03 - \$22.41	Hourly	\$18.03	\$18.91	\$19.78	\$20.66	\$21.53	\$22.41
Custodian	\$15.20 - \$17.69	Hourly	\$15.20	\$15.70	\$16.19	\$16.70	\$17.19	\$17.69
Marina Manager	\$18.97 - \$22.41	Hourly	\$18.97	\$19.66	\$20.35	\$21.04	\$21.72	\$22.41
Museum Curator	\$18.97 - \$22.41	Hourly	\$18.97	\$19.66	\$20.35	\$21.04	\$21.72	\$22.41

Student Salary Grid

Position	Hourly Rate
Lead Marina Attendant	Minimum wage + \$1.00
Marina Attendant	Minimum wage
Swim Instructor	Minimum wage + \$2.00
Swim Assistant	Minimum wage
Public Works	Minimum wage



MANITOULIN PLANNING BOARD

40 WATER STREET - UNIT 1 - P.O. BOX 240 - GORE BAY - ONTARIO - P0P 1H0

☎ 705-282-2237 📠 705-282-3142

April 23, 2021

To: The Municipality of Billings and Allan East

VIA EMAIL

Re: Final Requisition for Funding for 2021

During a Meeting of Planning Board held on March 30, 2021, via teleconference, a motion was regularly made, duly seconded and unanimously passed approving/adopting the Budget for 2021. The Budget is detailed within the accompanying documentation, headed Comparison of Actual Revenue and Expenditures for the years 2017 to 2020 and Comparison of Actual Data to Budget for 2021.

Also attached for your information are Funding Details for 2021 - Weighted Assessment and Comparison of Actual Statistical Data for years 2020 and 2021, as well as the 2020 Financial Statements, as audited and prepared by KPMG Chartered Accountants.

This Budget includes increases to municipal requisitions of 1.0% compared to an increase in weighted assessment of 1.8%. Your Municipality's share has increased from **15.4%** in 2020 to **15.57%** for 2021.

This budget also identifies deferred revenue of \$7,841.90 for the Official Plan (OP). The OP was approved by the Ministry of Municipal Affairs and Housing (MMAH) on October 29, 2018 and the OP project has been completed. During the Board Meeting on February 23rd, 2021, a motion was regularly made, duly seconded and unanimously passed that the Official Plan Reserve Funds be moved to a General Reserves Fund.

The Planning Administration Grant from the Province for the delivery of planning services in the unincorporated territory of the planning area accounts for 12.32% of funds provided by the Municipalities and the Province compared to only 8.8% of the total weighted assessment, thereby resulting in a subsidy assisting the Municipalities.

As you are aware we are in the process of updating the municipal By-laws and this project is to be completed by October 2021. This project is in the preliminary stages and the Municipalities will be notified of any necessary requisitions at a later date.

By this letter, your concurrence with the 2021 Budget is respectfully requested by motion of your Council, as well as your final share of funds. On the Funding Details 2021 page, please find your Final 2021 requisition amount highlighted.

Thank you for your interim payment of \$8,665.95 leaving a balance of \$9,148.94. Interim Payments from all Member Municipalities have been received.

Should anyone, including Board Members, Mayors, Reeves, Members of Council or Staff, have any questions or wish to have any clarification of any of the attached data or operation of the Manitoulin Planning Board, please do not hesitate to call or email our office.

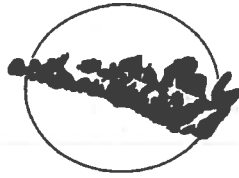
Thank you, in advance for your anticipated cooperation and continued support.

Yours truly,

Theresa Carlisle, ACST
Secretary-Treasurer
mpbcarlisle@bellnet.ca

Enclosures

Copy: Reeves/Mayors
Board Members



MANITOULIN PLANNING BOARD

40 WATER STREET - UNIT 1 - P.O. BOX 240 - GORE BAY - ONTARIO - P0P 1H0
☎ 705-282-2237 📠 705-282-3142

COMPARISON OF ACTUAL REVENUE AND EXPENDITURES 2017 to 2020 As Approved - March 30th 2021

COMPARISON OF ACTUAL REVENUE AND EXPENDITURES TO BUDGET For the Period of January 1st to December 31 2020

<u>REVENUE</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2020</u>	<u>2020</u>	<u>Variance</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Est. Actual</u>	<u>Budget</u>	<u>BUDGET</u>	<u>Est. ACTUAL</u>	
Transfer from Reserves	20,000.00	-						
Req. To Municipalities - Official Plan								
Official Plan 2012/13 Deferred Revenue	3,725.10	1,000.00	0.00	0.00	7,841.90	7,841.90	0.00	-7,841.90
Req. To Municipalities - Operations	96,371.81	105,076.81	108,312.52	112,532.00	114,439.00	112,532.00	112,532.00	0.00
Interest Earned	798.00	323.00	373.00	365.00	370.00	370.00	365.00	-5.00
GST Tax Rebate & Misc. Income	6,253.37	3,413.16	132.67	197.04	200.00	1,000.00	197.00	-803.00
Application Fees	25,300.00	27,009.00	37,082.10	25,900.00	47,000.00	33,000.00	25,900.00	-7,100.00
GRANTS								
Planning Administration Grants (Note 1)	16,073.00	16,073.00	16,073.00	16,073.00	16,073.00	16,073.00	16,073.00	0.00
COOP 2016 PROJECT								
Special Business Case Funding (Note 3)	2,452.40	0.00	0.00					0.00
Req. To Municipalities Shares	0.00	0.00	0.00					0.00
NHS Business Case Deferred Revenue			608.12	0.00	9,210.00	9,210.00	0.00	
Business Case Funding - Zoning Meeting					826.00			
Business Case Funding - COOP 2021					2,540.00			
Business Case Funding - Computer					1,300.00			
TOTAL REVENUE	170,971.68	152,894.77	162,591.41	155,067.04	199,799.90	180,026.90	155,067.00	
EXPENDITURES							0.00	
Administration							0.00	
Salaries	94,248.00	96,132.88	98,055.46	100,020.00	110,417.00	100,020.00	100,020.00	0.00
Contribution in Lieu of Benefits	9,424.80	9,813.28	9,805.54	10,000.00	10,202.00	10,000.00	10,000.00	0.00
Payroll Expenses (Note 2)	11,173.62	11,527.60	11,721.01	11,865.00	13,463.00	11,865.00	12,055.78	190.78
Honorariums	5,400.00	3,830.00	5,460.00	3,830.00	6,000.00	6,000.00	3,830.00	-2,170.00
Travel Expense - Board Members	1,528.45	1,084.00	2,486.00	998.05	2,400.00	2,400.00	996.05	-1,403.95
- Office Staff	271.25	486.00	939.80	135.00	1,500.00	1,500.00	135.00	-1,365.00
Office and Other Expenses								
Property Insurance	2,998.08	3,004.56	2,782.00	2,701.00	2,800.00	2,800.00	2,701.00	-99.00
Rent	11,042.40	11,264.00	10,163.33	10,370.00	10,680.00	10,370.00	10,370.00	0.00
Communications	1,852.67	1,966.80	1,816.38	1,853.68	1,850.00	1,850.00	1,853.68	3.68
Postage	723.20	853.15	765.59	643.74	1,200.00	1,200.00	643.74	-556.26
Copying & Supplies	842.27	1,321.73	1,722.48	1,534.31	2,400.00	1,600.00	1,534.31	-85.69
Books, Publications & Memberships	903.80	565.00	415.00	289.15	500.00	500.00	289.15	-210.85
Advertising	14.34	0.00	199.15	199.15	500.00	0.00	199.15	199.15
Auditor's Fee	4,237.50	4,520.00	4,350.00	4,395.10	4,400.00	4,000.00	4,395.10	395.10
Conferences, Seminars & Workshops	502.39	1,792.93	1,888.73	0.00	2,000.00	2,000.00	0.00	-2,000.00
Legal Fees	6,447.18	6.00	389.50	0.00	1,000.00	0.00	0.00	0.00
Professional Development	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equipment	0.00	0.00	0.00	1,657.00	1,500.00	1,500.00	1,704.00	204.00
Bank Fees	0.00	249.50	308.51	270.00	270.00	270.00	270.00	0.00
Amortization		2,033.00	1,000.00	0.00	1,000.00	1,000.00	0.00	-1,000.00
Reserve Transfer to NEMI	20,000.00	0.00						0.00
SPECIAL PROJECTS								
Zoning Enforcement Training (Note 3)	2,452.40	0.00	0.00		0.00	0.00		
Natural Heritage System Project			608.12	0.00	9,210.00	9,210.00	0.00	
Business Case Funding - Zoning Meeting					826.00			
Business Case Funding - COOP 2021					2,540.00			
Business Case Funding - Computer					1,300.00			
Official Plan	3,725.10	1,000.00	0.00	0.00	7,841.90	7,841.90	0.00	-7,841.90
GIS Implementation/Maintenance Plan	4,491.75	4,491.75	4,070.00	4,070.00	4,100.00	4,100.00	4,070.00	-30.00
TOTAL EXPENDITURES	182,279.20	155,742.18	158,946.60	154,829.18	199,799.90	180,026.90	155,066.96	
Excess Revenue over Expenditures	-11,307.52	-2,847.41	3,644.81	237.86	0.00		0.04	
As per Audit w/Accruals Applied								

Note 1: Planning Administration Grant represents a Provincial Grant in payment of services performed in the Unorganized Townships based on a formula of Planning Functions Performed and the Number of Households in the Unorganized Townships and Areas.

Note 2: Payroll Expenses consist of the Board's share of C.P.P., E.I., E.H.T. & W.S.I.B.

Note 3: Remainder business case funding for COOP 2016 used for Zoning Enforcement Training

MANITOULIN PLANNING BOARD - COMPARISON OF ACTUAL DATA 2010 to 2020

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019*	2020*	BUDGET 2021
Municipal Assessment	1,052,555,728	1,131,080,702	1,210,906,700	1,319,021,388	1,440,348,393	1,561,206,042	1,686,775,200	1,135,809,574	1,180,565,990	1,114,004,397	1,126,034,007	1,146,546,183.00
Municipal Requisitions	71,212.00	71,212.00	71,212.00	116,000.00	119,480.00	119,480.00	119,480.00	96,372.00	105,076.61	108,313.00	112,532.00	114,439.00
Milt Factor Requisition/Assessment	0.000068	0.000063	0.000059	0.000088	0.000083	0.000077	0.000071	0.000085	0.000089	0.000097	0.000100	0.000100
Revenues	230,333.85	357,321.00	299,788.17	221,448.31	202,119.61	190,026.00	213,289.70	170,971.68	152,894.77	162,287.00	155,041.00	199,800.00
Expenses	205,267.87	361,999.74	319,454.01	238,101.36	200,172.06	191,160.00	215,258.32	182,279.20	155,742.18	160,997.00	157,792.00	199,800.00
	25,065.98	-4,678.74	-19,665.84	-16,653.05	1,947.55	1,134.00	1,968.62	-11307.52	-2847.41	1290	-2751	0
Fees	76,250.00	49,300.00	48,525.00	37,775.00	57,850.00	50,025.00	48,450.00	25,300.00	27,009.00	37,092.00	25,900.00	47,000.00
Planning Admin. Grants	16,073.00	16,073.00	16,073.00	16,073.00	16,073.00	16,073.00	16,073.00	16,073.00	16,073.00	16,073.00	16,073.00	16,073.00
Municipal Share	71,212.00	71,212.00	71,212.00	116,000.00	119,480.00	119,480.00	119,480.00	96,372.00	105,076.61	108,313.00	112,532.00	114,439.00

*Since 2019 Assessment uses Weighted Assessment value as per Board decision. Previous years used Total Assessment.
2021 saw an increase in Weighted Assessment of 1.8%. Municipal requisitions saw an increase of 1%.

FUNDING DETAILS FOR 2021 - Weighted Assessment

Municipalities	For Comparison to 2020											
	2021		2020		2021		2020		Interim		Final	
	Assessment	%	Shares	Assessment	%	Shares	Assessment	%	Requisition	Received	Requisition	Received
Assignack	\$ 189,394,624.00	16.52%	\$ 18,903.85	\$ 185,545,523.00	16.48%	\$ 18,542.79	\$ 185,545,523.00	16.48%	\$ 9,271.40	26-Feb-21	\$ 9,632.45	
Gore Bay	\$ 69,757,890.00	6.08%	\$ 6,962.67	\$ 69,463,715.00	6.17%	\$ 6,941.97	\$ 69,463,715.00	6.17%	\$ 3,471.00	12-Feb-21	\$ 3,491.67	
Billings and Allan East	\$ 178,484,600.00	15.57%	\$ 17,814.89	\$ 173,428,350.00	15.40%	\$ 17,331.84	\$ 173,428,350.00	15.40%	\$ 8,665.95	19-Feb-21	\$ 9,148.94	
Burpee and Mills	\$ 74,636,709.00	6.51%	\$ 7,449.63	\$ 72,768,535.00	6.46%	\$ 7,272.24	\$ 72,768,535.00	6.46%	\$ 3,636.95	08-Mar-21	\$ 3,812.68	
Central Manitoulin	\$ 400,166,122.00	34.90%	\$ 39,941.36	\$ 394,311,028.00	35.02%	\$ 39,406.10	\$ 394,311,028.00	35.02%	\$ 19,703.05	11-Feb-21	\$ 20,238.31	
Cockburn Island	\$ 11,650,750.00	1.02%	\$ 1,162.88	\$ 11,659,850.00	1.04%	\$ 1,165.25	\$ 11,659,850.00	1.04%	\$ 582.65	06-Apr-21	\$ 580.23	
Gordon/Barrie Island	\$ 144,396,265.00	12.59%	\$ 14,412.47	\$ 141,855,540.00	12.60%	\$ 14,176.56	\$ 141,855,540.00	12.60%	\$ 7,088.30	09-Apr-21	\$ 7,324.17	
Tehkummah	\$ 78,059,223.00	6.81%	\$ 7,791.24	\$ 77,001,466.00	6.84%	\$ 7,695.26	\$ 77,001,466.00	6.84%	\$ 3,847.65	16-Feb-21	\$ 3,943.59	
TOTAL Municipalities	1,146,546,183.00	100	114,439.00	1,126,034,007.00	100	112,532.00						
PROVINCE OF ONTARIO												
TOTAL UNORGANIZED TOWNSHIPS	110,226,782.00		16,073.00	104,961,680.00		16,073.00						
TOTAL PLANNING AREA	1,256,772,965.00		130,512.00	1,230,995,687.00		128,605.00						
RATIO OF ASSESSMENT/FUNDS	Assessment %		Funds %	Assessment %		Funds %						
Municipalities	91.23		87.68	91.47		87.50						
Province of Ontario	8.77		12.32	8.53		12.50						
Total	100		100	100		100						

Financial Statements of

**THE MANITOULIN
PLANNING BOARD**

And Independent Auditors' Report thereon

Year ended December 31, 2020

RECEIVED
APR 16 2021



KPMG LLP
Claridge Executive Centre
144 Pine Street
Sudbury Ontario P3C 1X3
Canada
Telephone (705) 675-8500
Fax (705) 675-7586

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of The Manitoulin Planning Board

Opinion

We have audited the financial statements of The Manitoulin Planning Board (the Board), which comprise:

- the statement of financial position as at December 31, 2020
- the statement of operations and accumulated surplus for the year then ended
- the statement of changes in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies and other explanatory information (Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Board as at December 31, 2020, and its results of operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "**Auditors' Responsibilities for the Audit of the Financial Statements**" section of our auditors' report.

We are independent of the Board in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for private enterprises, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Board's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Board or to cease operations, or has no realistic alternative but to do so

Those charged with governance are responsible for overseeing the Board's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.
- The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.



Page 3

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Board's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Board to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

KPMG LLP

Chartered Professional Accountants, Licensed Public Accountants

Sudbury, Canada

March 30, 2021

THE MANITOULIN PLANNING BOARD

Statement of Financial Position

December 31, 2020, with comparative information for 2019

	2020	2019
Financial Assets		
Cash	\$ 43,554	\$ 47,844
Term deposits (note 2)	52,177	52,177
Accounts receivable	1,584	1,182
	<u>97,315</u>	<u>101,203</u>
Financial Liabilities		
Accounts payable and accrued liabilities	17,678	26,413
Deferred contributions (note 3)	22,064	13,227
	<u>39,742</u>	<u>39,640</u>
Net financial assets	57,573	61,563
Non-Financial Assets		
Tangible capital assets (note 4)	2,232	1,038
Prepaid expenses	972	927
	<u>3,204</u>	<u>1,965</u>
Commitment (note 5)		
Effects of COVID-19 (note 7)		
Accumulated surplus	\$ 60,777	\$ 63,528

See accompanying notes to financial statements.

Approved on behalf of the Board of Directors:

_____ Director

_____ Director

THE MANITOULIN PLANNING BOARD

Statement of Operations and Accumulated Surplus

Year ended December 31, 2020, with comparative information for 2019

	2020 Budget	2020 Actual	2019 Actual
Revenues:			
Municipal contributions			
- operations	\$ 112,532	\$ 112,532	\$ 108,313
- official plan	7,842	-	-
Application fees	33,000	25,900	37,092
Ministry of Municipal Affairs and Housing			
- operating grant	16,073	16,073	16,073
- business case funding	9,210	-	608
Interest and other	1,370	536	201
Total revenues	180,027	155,041	162,287
Expenses:			
Salaries and benefits	121,885	125,266	121,361
Office	20,090	18,497	18,916
Professional fees	4,000	4,395	5,040
GIS expense	4,100	4,070	4,070
Board member honorariums	6,000	3,970	5,458
Board members mileage	2,400	996	2,486
Amortization of tangible capital assets	1,000	463	297
Site inspection	1,500	135	1,409
Conferences, workshops and meetings	2,000	-	1,352
Natural Heritage system	9,210	-	608
Official plan project	7,842	-	-
Total expenses	180,027	157,792	160,997
Annual surplus (deficit)	-	(2,751)	1,290
Accumulated surplus, beginning of the year	63,528	63,528	62,238
Accumulated surplus, end of year	\$ 63,528	\$ 60,777	\$ 63,528

See accompanying notes to financial statements.

THE MANITOULIN PLANNING BOARD

Statement of Changes in Net Financial Assets

Year ended December 31, 2020, with comparative information for 2019

	2020 Budget	2020 Actual	2019 Actual
Annual surplus (deficit)	\$ -	\$ (2,751)	\$ 1,290
Acquisition of tangible capital assets	(1,657)	(1,657)	-
Amortization of tangible capital assets	1,000	463	297
Change in prepaid expenses	-	(45)	-
Change in net financial assets	(657)	(3,990)	1,587
Net financial assets, beginning of the year	61,563	61,563	59,976
Net financial assets, end of the year	\$ 60,906	\$ 57,573	\$ 61,563

See accompanying notes to financial statements.

THE MANITOULIN PLANNING BOARD

Statement of Cash Flows

Year ended December 31, 2020, with comparative information for 2019

	2020	2019
Cash provided by (used in):		
Operating activities:		
Annual surplus (deficit)	\$ (2,751)	\$ 1,290
Item not involving cash:		
Amortization of tangible capital assets	463	297
	(2,288)	1,587
Change in non-cash assets and liabilities:		
Decrease (increase) in accounts receivable	(402)	879
Increase in prepaid expenses	(45)	-
Increase (decrease) in accounts payable and accrued liabilities	(8,735)	11,228
Increase in deferred contributions	8,837	372
Net change in cash from operating activities	(2,633)	14,066
Financing activities:		
Additions to tangible capital assets	(1,657)	-
Investing activities:		
Increase in investments	-	(68)
Net change in cash	(4,290)	13,998
Cash, beginning of year	47,844	33,846
Cash, end of year	\$ 43,554	\$ 47,844

See accompanying notes to financial statements.

THE MANITOULIN PLANNING BOARD

Notes to Financial Statements

Year ended December 31, 2020

The Manitoulin Planning Board (the "Board") is a not-for-profit organization which provides planning and zoning services to contributing municipalities and residents of Manitoulin Island, Ontario.

1. Significant accounting policies:

The financial statements of the Board are prepared by management in accordance with Canadian public sector accounting standards. Significant aspects of the accounting policies adopted by the Board are as follows:

(a) Basis of accounting:

Sources of financing and expenses are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of the receipt of goods or services and the creation of a legal obligation to pay.

(b) Deferred contributions:

Funding received under funding arrangements which relate to a subsequent fiscal year are recorded as deferred contributions and are recognized as revenue in the year to which they relate. Unexpended portions of grants received for specific purposes are reflected as deferred contributions and are recognized as revenue in the year they are expended.

(c) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, design, construction, development, improvement or betterment of the tangible capital asset. The cost, less residual value, of the tangible capital assets, are amortized on a straight-line basis over their estimated useful lives as follows:

Asset	Useful Life - Years
Furniture and equipment	5
Leasehold improvements	10

(d) Revenue recognition:

Government grants and transfers are recognized in the financial statements as revenues in the period in which events rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

Fees are recognized as revenues in the period in which they are earned and received.

THE MANITOULIN PLANNING BOARD

Notes to Financial Statements (continued)

Year ended December 31, 2020

1. Significant accounting policies (continued):

(e) Financial instruments:

The Board initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instrument.

The Board subsequently measures its financial assets and financial liabilities at amortized cost, except for investments in equity securities that are quoted in an active market or financial assets or liabilities designated to the fair value category, which are subsequently measured at fair value. Unrealized changes in fair value are recognized in the statement of operations.

(f) Use of estimates:

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the periods specified.

Actual results could differ from those estimates. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the year in which they become known.

2. Term deposits:

Term deposits bear interest at 0.650% per annum in year 1, 0.700% per annum in year 2 and 0.750% per annum in year 3 and mature on March 18, 2022. The term deposits are redeemable on the fifteenth day of each month in the first year and on the anniversary date each year thereafter.

3. Deferred contributions:

	Balance, Beginning of Year	Contributions Received	Contributions Recognized / Transferred	Balance, End of Year
Municipal of Municipal Affairs and Housing	\$ 13,227	16,073	(16,073)	13,227
Municipal contributions for Official Plan	–	–	8,837	8,837
	13,227	16,073	(7,236)	22,064

Deferred contributions consist of unspent municipal contributions regarding the Official Plan project, unspent Ministry of Municipal Affairs and Housing contributions regarding the Natural Heritage project and Ministry of Municipal Affairs and Housing contributions.

THE MANITOULIN PLANNING BOARD

Notes to Financial Statements (continued)

Year ended December 31, 2020

4. Tangible capital assets:

	2020		2019	
	Cost	Accumulated amortization	Net book value	Net book value
Furniture and equipment	\$ 24,603	\$ 23,112	\$ 1,491	\$ –
Leasehold improvements	2,968	2,227	741	1,038
	\$ 27,571	\$ 25,339	\$ 2,232	\$ 1,038

5. Commitment:

The Board has entered into an arrangement to lease premises with The Corporation of the Town of Gore Bay for a term of five years commencing August 1, 2018, and ending July 31, 2023. Future expected payments are as follows:

2021	\$ 10,578
2022	10,785

6. Financial instruments:

Transaction in financial instruments may result in an entity assuming or transferring financial risks to or from another party. The Board is exposed to the following risks associated with financial instruments and transactions it is a party to:

a) Credit risk:

Credit risk is the risk that one party to a financial transaction will fail to discharge an obligation and cause the other party to incur a financial loss. The Board is exposed to this risk relating to its cash, term deposits and accounts receivable.

The Board holds its cash accounts and term deposits with large reputable financial institutions, from which management believes the risk of loss due to credit risk to be remote. Receivables consist of balances due from government agencies and the risk of loss is minimal.

There have been no significant changes from the previous year in the exposure to risk or policies, procedures and methods used to measure the risk.

b) Liquidity risk is the risk that the Board cannot repay its obligations when they become due to its creditors. The Board is exposed to this risk relating to its accounts payable and accrued liabilities.

The Board reduces its exposure to liquidity risk by monitoring cash activities and expected outflow through extensive budgeting and maintaining enough cash to repay trade creditors as payables become due.

There have been no significant changes from the previous year in the exposure risk or policies, procedures and methods used to measure the risk.

THE MANITOULIN PLANNING BOARD

Notes to Financial Statements (continued)

Year ended December 31, 2020

6. Financial instruments (continued):

c) Interest rate risk:

Interest rate risk is the potential for financial loss caused by the fluctuations in fair value or future cash flows of financial instruments because of changes in market interest rates. The Board is exposed to this risk through its term deposits.

There have been no significant changes from the previous year in the exposure to or policies, procedures and methods used to measure the risk.

7. Effects of COVID-19:

In March 2020, the COVID-19 outbreak was declared a pandemic by the World Health Organization and has had a significant financial, market and social dislocating impact. At the time of approval of these financial statements, the Board has experienced the following indicators of financial implications and undertaken the following activities in relation to the COVID-19 pandemic:

- Cancelling of in-person meetings for the current year
- Put in place measures to limit and control access to the premises by staff
- Enhanced protocols implemented in line with Public Health guidelines

Financial statements are required to be adjusted for events occurring between the date of financial statements and the date of the auditors' report which provides additional evidence relating to conditions that existed as at year end. Management has assessed the financial impacts at this time. As a result of this assessment, there were no adjustments required to be reflected in these financial statements.

Tiana Mills

To: Kathy McDonald
Subject: RE: Letter to Mayor and Council re: Storage container bylaw exemption

From: colen@rogers.com <colen@rogers.com>
Sent: Tuesday, May 11, 2021 11:07 AM
To: Kathy McDonald <kmcdonald@billingstwp.ca>
Cc: Ian Anderson <mayoranderson@billingstwp.ca>
Subject: Letter to Mayor and Council re: Storage container bylaw exemption

To: Mayor and Council

Date: May 11, 2021

From: Colen McKeever

Dear, Mayor and Council

As you probably know we have sold the Carter House and have moved to 204 Main St. and require storage for our antique shop and personal items. I am asking for an exemption to the bylaw regarding storage containers in Billings so I can solve this issue. My plan is to locate it on our 11 Upper Street property behind the white garage where it would be out of site from cars driving by. With the high costs of building materials and labor it is not option for me to build a structure at this time. Also the negative attitude regarding containers has changed and is being accepted by cities and communities as an alternative to high cost building options for use as coffee shops, vendor outlets and alternative living space. The boardwalk in Montreal and the complex in Tofino BC are great examples of future opportunities for Kagawong considering the limited space in the village. Thank you for your consideration and response as I am in a time crunch for a solution to my problem.

Regards,

Colen McKeever



LINGS
LOT 28
CON 16

MAIN STREET

UPPER STREET

Tiana Mills

From: noreply@mail.smapply.net
Sent: May 11, 2021 4:35 PM
To: Tiana Mills
Subject: Update from the Healthy Communities Initiative | Mise à jour du Initiative canadienne pour des collectivités en santé

CFC Portal / Portail de FCC

le français suit

Hello Tiana,

Thank you for taking time to submit an application for the Healthy Communities Initiative.

We know the impact of COVID-19 is significant and the needs of communities are great. The Healthy Communities Initiative generated significant interest across the country and the first round of the Healthy Communities Initiative was highly competitive. As communities continue to see the impact of the pandemic, we received over \$300M in funding requests for Round 1.

The review team received a high volume of applications in your region and the selection process was highly competitive. Unfortunately, your application for Kagawong Outdoor Multi-Purpose Facility has not been approved for funding. For your reference, your application is 1--0000001097.

Community Foundations of Canada and community foundations were unable to fund all eligible applications, given that funding is limited. Community foundations and Community Foundations of Canada made funding decisions based on the relative strength of all applications received according to the program-wide evaluation criteria.

We invite you to apply to Round 2. Applications for Round 2 open on May 14, 2021 at 9:00 AST.

Our partner, Canadian Urban Institute, also invites you to join their national network of creative leaders, community-builders and placemakers. The Canadian Urban Institute supports Canadian communities and community groups by sharing best practices, building communities of practice, and helping organizations build their capacity. Learn about funding opportunities, resources, and innovative place-based work. Join the network [here](#).

Thank you,

Support Team
Healthy Communities Initiative
chci@communityfoundations.ca

Bonjour Tiana,

Merci d'avoir déposé une demande à l'Initiative pour des collectivités en santé.

Nous savons que la COVID-19 a des impacts importants, et que les besoins des collectivités sont grands. L'Initiative pour des collectivités en santé a suscité beaucoup d'intérêt au pays et le premier cycle de cette initiative a été très compétitif. Alors que les collectivités continuent de constater les conséquences de la pandémie, nous avons reçu des demandes de financement totalisant plus de 300 M\$ pour le cycle 1.

L'équipe d'évaluation a reçu un volume élevé de demandes en provenance de votre région, et le processus de sélection a été très compétitif. Malheureusement, votre demande de financement pour Kagawong Outdoor Multi-Purpose Facility n'a

pas été approuvée. À titre de référence, l'identifiant de votre demande est 1--0000001097.

Fondations communautaires du Canada et les fondations communautaires n'ont pas été en mesure de financer toutes les demandes de projet admissibles, car le financement est limité. Les fondations communautaires et Fondations communautaires du Canada ont pris les décisions de financement en se basant sur la force relative de toutes les demandes reçues, et en respectant les critères d'évaluation pour tout le programme.

Nous vous invitons à déposer une demande au cycle 2. La période de soumission des demandes au cycle 2 débutera le 14 mai 2021, à 9 h (HAA).

Notre partenaire, l'Institut urbain du Canada, vous invite également à vous joindre à son réseau national de leaders, bâtisseurs communautaires et professionnels de l'aménagement (« placemakers ») créatifs. L'Institut urbain du Canada aide les collectivités et les groupes communautaires au pays en partageant des pratiques exemplaires, en formant des communautés d'échange de pratiques et en renforçant les capacités organisationnelles. Découvrez ses possibilités de financement, ses ressources et son travail novateur, ancré dans la cocréation. Joignez-vous au réseau [ici](#).

Merci,

Équipe de soutien
Initiative pour des collectivités en santé
chci@communityfoundations.ca

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Tiana Mills

To: Kathy McDonald
Subject: RE: 2021 Senior of the Year Award / Prix de la personne âgée de l'année de l'Ontario 2021

From: Ontario Volunteer Service Awards (MHSTCI) <OntarioVolunteerServiceAwards@ontario.ca>
Sent: Wednesday, May 12, 2021 1:29 PM
To: Ontario Volunteer Service Awards (MHSTCI) <OntarioVolunteerServiceAwards@ontario.ca>
Subject: 2021 Senior of the Year Award / Prix de la personne âgée de l'année de l'Ontario 2021

Dear Mayor, Reeve and Members of Council:

I am writing to invite you to submit a nomination for the [2021 Senior of the Year Award](#).

Our seniors have worked hard to help to build this great province that all Ontarians enjoy today. This award gives each municipality in Ontario the opportunity to honour one of their outstanding local seniors and the contributions they've made to enrich the social, cultural, or civic life of their community.

This year, the nomination deadline has been extended to May 31, 2021.

For more information and to download the nomination form, please visit the [Senior of the Year](#) webpage. Once you submit a nomination, a personalized certificate with your nominee's name will be sent to you. I encourage you to present it to your nominee in June in conjunction with Seniors' Month.

I would also encourage you to promote Seniors Month in your community, as much as possible. This year's theme is Stay Safe, Active and Connected. For more information, keep checking the Seniors' Month webpage: [Celebrating seniors in Ontario](#).

The government of Ontario is proud to work with municipalities on this initiative. Seniors have generously offered their time, knowledge and expertise to make this province a great place to live, and it is important we recognize those valuable contributions.

If you have any questions about the 2021 Senior of the Year Award, please contact the Volunteer Recognition Unit at OntarioVolunteerServiceAwards@ontario.ca.

Thank you in advance for your support of local seniors and Seniors' Month.

Sincerely,

(Original signed by)

Raymond Cho
Minister for Seniors and Accessibility

**Ministry for
Seniors
and Accessibility**

**Ministère des Services
aux aînés et de
l'Accessibilité**



Minister

Ministre

College Park
777 Bay Street
5th Floor
Toronto ON M7A 1S5

College Park
777, rue Bay
5^e étage
Toronto (Ontario) M7A 1S5

May 7, 2021

Dear Mayor, Reeve and Members of Council:

I am writing to invite you to submit a nomination for the 2021 [Senior of the Year Award](#).

Our seniors have worked hard to help to build this great province that all Ontarians enjoy today. This award gives each municipality in Ontario the opportunity to honour one of their outstanding local seniors and the contributions they've made to enrich the social, cultural, or civic life of their community.

This year, the nomination deadline has been extended to May 31, 2021.

For more information and to download the nomination form, please visit the [Senior of the Year](#) webpage. Once you submit a nomination, a personalized certificate with your nominee's name will be sent to you. I encourage you to present it to your nominee in June in conjunction with Seniors' Month.

I would also encourage you to promote Seniors Month in your community, as much as possible. This year's theme is Stay Safe, Active and Connected. For more information, keep checking the Seniors' Month webpage: [Celebrating seniors in Ontario](#).

The government of Ontario is proud to work with municipalities on this initiative. Seniors have generously offered their time, knowledge and expertise to make this province a great place to live, and it is important we recognize those valuable contributions.

If you have any questions about the 2021 Senior of the Year Award, please contact the Volunteer Recognition team at OntarioVolunteerServiceAwards@ontario.ca.

Thank you in advance for your support of local seniors and Seniors' Month.

Sincerely,

A handwritten signature in black ink that reads "Raymond Cho".

Raymond Cho
Minister for Seniors and Accessibility

TOWNSHIP OF BILLINGS
Economic Development Committee
MINUTES

April 14, 2020, 7:00 pm

Electronic Meeting (Zoom Meetings)

PRESENT: Mayor Ian Anderson, Councillor Sharon Alkenbrack (Chair), Suzanne Darlaston, Councillor Sharon Jackson, Diane Larocque

Staff: Megan Bonenfant, CEMC; Todd Gordon, Economic Development Officer

REGRETS: Tracy Paris

Members of the Public: Susie Harrison, invited business speaker

1. Opening of Meeting

The meeting was called to order at 7:03 p.m. by the chair.

2. Approval of Agenda

Motion by Diane Larocque; Second by Suzanne Darlaston:

That the agenda for the March 10, 2021 meeting be accepted as amended – Items added to New Business: c) Community Business Guest Speaker and d) Kagawong Cabanas. Carried.

3. Disclosure of Pecuniary Interest

None

4. Adoption of Minutes

Motion by Sharon Jackson; Second by Diane Larocque:

That the minutes of the February 10, 2021 meeting be accepted as presented. Carried.

5. Delegations

None

6. Council Update Report

Chair Alkenbrack provided a brief overview of the previous Council meeting (Regular Council meeting of April 06, 2021).

7. Financial Report

No EDC-related revenue or expenditures since the previous meeting (March 10, 2021).

8. EDO Update

The EDO provided updates on the following topics

- a. Main Street Project
- b. Kagawong River Pedestrian Bridge - Engineering
- c. Maze Parking Lot

9. Old Business

a) Community Planters/Benches – Discussion

Many of the new planters/benches have been put into place by Public Works. More will be placed on the East side of the SCB once smelt season ends. All will be filled with soil later in the spring. The Deputy Clerk (Tiana) is liaison with the “Late Bloomers” group, and she is researching annual shrubs to supplement flowers for the boxes. EDC would like to look after 5 planters if possible. The Parks, Recreation, and Wellness Committee is also interested in taking on planters if any are available. Tiana will communicate with them

b) Billings Promotion Strategy – Discussion

Brief discussion. The EDO is expecting a draft from Kendra Edwards after April 15th.

c) Poetry Boxes - Discussion

The committee had further discussion on the type of replacement boxes to purchase. The boxes need to be big enough to hold paper, finished poems, and pens/pencils, but also be as weatherproof as possible. The Chair suggested a specific larger box for the art box – like a small winter sand/salt box. Discussion of trying to buy local as opposed to ordering something; also, the pros/cons of different materials. Discussion of relocating the Park Centre poetry box to the game board area and putting the art box there as well. Given the discussion the Chair is to do some more research and come back to the committee with a firm recommendation for purchasing appropriate items.

d) Social Media Workshop and Jabbawong Story-Telling Festival – Discussion

i. Social Media Workshop

Off the table for 2021. The committee will reconsider the idea later this year for implementation in winter/spring 2022.

ii. Jabbawong Story-Telling Festival

The committee is committed to holding the festival this year, if possible. If necessary, the festival can be a completely outdoor event, with appropriate pandemic protocols in place. The festival days/times will be Saturday July 17th, 11 am to 2:00 pm, and Sunday July 18th, 11:00 am to 2:00 pm. Sunday will have a children’s story focus. The committee is still working on children’s story presenters.

10. New Business

a) Invited Guest Business Speaker – Susie Harrison, Bare Naked Beauty

Susie spoke about her experience in her business through more than a year of pandemic conditions. It was very rough in the earliest stage of the pandemic, but things improved somewhat. Despite the pandemic, Kagawong was quite busy mid-summer through the fall. Businesses pulled together and made the most of a difficult situation. Expectations are for a busy season in 2022 as well.

b) Winter Tourism - Discussion

Possibility of developing a simple rack card highlighting winter activities in Billings/Kagawong, and businesses that are open during all or part of the winter season. More discussion needed, including with local businesses, once the summer season is over.

c) Cabanas - Discussion

The committee asked the EDO about the status of the cabanas for 2021. Whether the cabanas will be rented is unclear because of multiple factors, including the ongoing pandemic, and the Main St. reconstruction project. Committee consensus is that the cabanas should be rented in 2021, if possible.

d) Economic Development as a Concept - Discussion

More consideration of ways to create more retail opportunities, particularly in Kagawong, where there is opportunity to add to and benefit from existing business activity, but where there is limited retail/commercial space. The EDO also discussed the possibility of working with the committee on business retention and expansion (BR+E) activities, perhaps during the winter of 2021-2020.

11. Correspondence

None

12. Information

None

13. Recommendations to Council

None

14. Next Meeting: May 12, 2021, 7:00 pm, Zoom Meetings

15. Adjournment: The meeting was adjourned at 8:22 p.m. on a motion by Diane Larocque.

Billings Museum Committee
Minutes

May 3, 2021

Electronic Meeting

Present: Barb Edwards, Dianne Fraser, Sabine Huege, Michael Hunt (Chair), Brad MacKay, Kathy McDonald (staff) and Rick Nelson (staff).

Regrets: Deb Flaxman and Diane Larocque

1. Open

The meeting was called to order at 7:04 p.m.

2. Approval of the Agenda

Motion by Sabine Huege, seconded by Barb Edwards

That the agenda for the May 3, 2021 meeting be accepted as amended.

Carried

The meeting was amended to add under Other an email from Todd Gordon (EDO) regarding the flywheel and email from Sharon Alkenbrack regarding an EDO summer project.

3. Disclosure of Pecuniary Interest

There was no disclosure of pecuniary interest.

4. Adoption of Minutes

Motion by Dianne Fraser, seconded by Brad MacKay

That the minutes of the April 12, 2021 meeting be accepted as presented.

Carried

5. Financial Report

Kathy McDonald presented the financial report, with little change since the last meeting.

The larger expenses for the Empress of Ireland exhibit will be starting soon.

Motion by Dianne Fraser, seconded by Sabine Huege

That the Financial report be accepted as presented.

Carried

6. Old Business

Museum Opening

It was decided to do a soft opening of the museum, at this time, and grander one later in the season due to the uncertainties with COVID.

The museum will open on May 22 and will be open weekends only until the first of June.

The museum will be open in June on Wednesdays to Saturdays until the summer student starts and then will be open seven days a week from 10 a.m. to 4 p.m.

The store has ordered 8 cases of 12 hawberry jelly.

The taxable items will have the tax built into the price.

Exhibits – Empress of Ireland

The first truck arrives tomorrow afternoon from the Canadian Museum of History.

Exhibits - Stan Gordon Sr. Display

The museum has received the items from Nancy Vaillencourt and the setup for the display is going well.

Exhibits - War of 1812 Uniform

The War of 1812 Uniform will be put in one of the display cabinets. A white shirt is needed to go with the uniform.

Donor Wall

The donor wall was discussed. Dianne made some suggestions regarding the layout of the wall.

Signs

Signs were discussed. It was decided that a banner could go up on the sign at the corner of Main and Hwy 540 until a new sign was made. The sign at Wes Newburn's as well as the one on the highway need to be replaced.

7. New Business**Council Developments**

Councillor Hunt provided a Council update.

Other

Email from Todd Gordon, EDO

Todd sent an email to Dianne and Rick advising them that staff was requesting Council to issue an RFP to have the flywheel in front of the office painted.

Email from Sharon Alkenbrack regarding Economic Development Project. The EDC offered the Museum Committee to host a barbeque for the July 18,19 Story Telling Festival. It was decided that ordinarily it would be something the Museum Committee would love to participate in but this year, with COVID, it would be very hard to keep things disinfected and apply distancing rules, so therefore, would not be able to participate this year.

8. Next Meeting

The next meeting will be held on June 7 at 7 p.m., electronically.

9. Adjournment

The meeting was adjourned at 7:58 on a motion by Diane Fraser.

Township of Billings
ACCOUNTS FOR PAYMENT from Apr 28, 2021 to May 12, 2021

Cheque No.	Cheque Date	Payee	Amount	
6733	May 12, 2021	Ainsworth Inc.	287.02	
6734	May 12, 2021	Berry Boats	217.94	
6735	May 12, 2021	Boating Ontario	226.00	
6736	May 12, 2021	Bridal Veil Variety	248.35	
6737	May 12, 2021	Cancom Security Inc.	9,040.00	
6738	May 12, 2021	G. Stephen Watt LLB	118.65	
6739	May 12, 2021	Gin-Cor Industries Ltd	1,752.00	
6740	May 12, 2021	Grand & Toy Ltd.	292.29	
6741	May 12, 2021	Hughes Supply Company	226.28	
6742	May 12, 2021	Manitoulin Municipal Association	148.46	
6743	May 12, 2021	Manitoulin Planning Board	9,148.94	replace CK 6721
6744	May 12, 2021	Manitoulin Veterinary Committee	231.82	
6745	May 12, 2021	Minister of Finance (Policing)	17,716.00	
6746	May 12, 2021	Ontario Clean Water Agency	12,317.16	
6747	May 12, 2021	Ontario Good Roads Asscn	1,107.40	
6748	May 12, 2021	Purolator Courier Ltd	55.47	
6749	May 12, 2021	S P I Health and Safety	371.11	
6750	May 12, 2021	Turner, John	71.19	
6751	May 12, 2021	UCCM Castle Building Supplies	27.54	
6752	May 12, 2021	Van Houtte Coffee Services	160.81	
Preauthorised Payments				
DS	Apr 28, 2021	Payroll	12,858.98	
DS	Apr 28, 2021	Canada Life-RSP	1,359.98	
DS	Apr 30, 2021	BMO payment	1,356.67	
DS	Apr 30, 2021	Wells Fargo	108.01	
DS	May 03, 2021	DSSAB	29,854.76	
DS	May 10, 2021	OCWA-Contract	9,486.58	
DS	May 11, 2021	Canada Life-RSP	1,357.56	
DS	May 12, 2021	Manulife-	2,238.46	
DS	May 12, 2021	Payroll	12,787.08	
DS	May 12, 2021	Mastercard -Auto Payment	9,557.97	
		TOTAL	134,730.48	