



The Corporation of the Township of Billings
Council Meeting Agenda
September 17, 2024 07:00 PM
Kagawong Park Centre

Council

David Hillyard, Deputy Mayor

Ian Anderson, Councillor

Vince Grogan, Councillor

Michael Hunt, Councillor

Staff

Veronique Dion, CAO/Clerk

Tiana Mills, Deputy Clerk

Todd Gordon, Municipal Project Manager

Arthur Moran, By-Law, H&S, Emerg Mgmt

Harmony Hancock, Treasurer

1. Call to Order

2. Approval of Agenda

2.1. Confirm approval of the agenda

3. Disclosure of Pecuniary Interest

4. Adoption of Minutes

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

4.1. Regular Council Meeting Minutes - September 3, 2024

5. Delegation

Corey Houle, CPA, CA, Principal, and Ryan Filipovic, CPA, Senior Manager from Freedlandt Caldwell Reilly LLP Chartered Professional Accountants will be presenting the Township of Billings 2023 Audited Financial Statements (attached).

6. Committee Reports and Minutes

7. Staff Reports

7.1. HS-2024-09-07 No Parking Signage

7.2. EM-2024-09-03 Emergency Response Plan

7.3. CAO-2024-09-12 Internet Service for the Township Office

8. Correspondence Requiring Direction

8.1. Military Service Recognition Book Donation Request

9. Information

9.1. Sustainable Funding for OPP Small Rural Municipalities

10. Accounts for Payment

10.1. Accounts for Payment - September 10, 2024

11. By-Laws and Agreements

11.1. 2024-51 Authorize Debenture for the Old Mill Road Bridge

11.2. 2024-52 Emergency Response Program and Plan

12. Notice of Motions

12.1. V. Grogan - Island Wide Waste Management

During the September 3rd, 2024 Regular Council Meeting, Councillor Grogan proposed a notice of motion to discuss the opportunity of the Island Wide Waste Management Committee holding a meeting to be hosted and funded by the Township of Billings at the Park Centre.

13. Closed Session

14. Confirmatory By-Law

15. Adjournment

15.1. Motion to Adjourn



The Corporation of the Township of Billings

Council Meeting Minutes

September 3, 2024 7:00 p.m.

Kagawong Park Centre

Council

Bryan Barker, Mayor

David Hillyard, Deputy Mayor

Vince Grogan, Councillor

Ian Anderson, Councillor

Michael Hunt, Councillor

Staff

Veronique Dion, CAO/Clerk

Todd Gordon, Deputy CAO/Municipal Project Manager

Tiana Mills, Deputy Clerk

Arthur Moran, Health & Safety

Harmony Hancock, Treasurer

1. Call to Order

Mayor Barker called the meeting to order at 7:00pm.

2. Approval of Agenda

2.1. Confirm approval of the agenda.

2024-327

Moved by Grogan Seconded by Hunt

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

Carried.

3. Disclosure of Pecuniary Interest

None.

4. Adoption of Minutes

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

4.1. Regular Council Meeting – August 6, 2024

2024-328

Moved by Anderson Seconded by Hunt

THAT the August 6th, 2024 Regular Council Meeting minutes be adopted as presented.

Carried.



5. Delegation

None.

6. Committee Reports

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

6.1. Manitoulin Centennial Manor Board of Management Meeting – June 27th, 2024

Mayor Barker gave a verbal update on the AMO Conference delegations recently attended in Ottawa.

7. Staff Reports

7.1. HS-2024-09-05 Bi-Monthly Report

2024- 329

Moved by Anderson Seconded by Grogan

THAT the Township of Billings Council hereby reviews and accepts, for information, Report No. HS-2024-09-05.

Carried.

7.2. HS-2024-09-06 Security Cameras

2024-330

Moved by Anderson Seconded by Grogan

THAT the Township of Billings Council hereby approves Report HS-2024-09-06 AND approves the quotation of RMTS Technical Services in the amount of \$19,725.40, including HST, for the purchase and installation of security camera systems at multiple Township locations.

Carried.

7.3. PW-2024-09-06 2024/25 Winter Maintenance Plan

2024-331

Moved by Hillyard Seconded by Hunt

THAT the Township of Billings Council hereby approves Report PW-2024-09-06 AND approves the 2024/25 Winter Operations Planning Document as presented.

Carried.

7.4. CAO-2024-09-10 Quarterly Report

2024-332

Moved by Anderson Seconded by Grogan



THAT the Township of Billings Council hereby receives for information report CAO-2024-09-10.

Carried.

7.5. CAO-2024-09-11 Seniors Active Living Centres Program Funding
2024-333

Moved by Grogan Seconded by Anderson

THAT the Township of Billings Council hereby receives report CAO-2024-09-11 AND FURTHER THAT a seniors advisory committee be formed to assist Council with the planning of Senior related projects AND FURTHER THAT Council directs staff to look into implementing a youth member of Council.

Carried.

2024-334

Moved by Anderson Seconded by Hillyard

THAT the Township of Billings Council hereby directs administration to apply for the Seniors Active Living Centers (SALC) program AND FURTHER THAT Council commits to a contribution of over 20% of the cost of delivering the program through in-kind contributions.

Carried.

7.6. TR-2024-09-13 Q2 Financial Report

2024- 335

Moved by Hunt Seconded by Hillyard

THAT the Township of Billings Council hereby receives for information Report Number TR-2024-09-13.

Carried.

7.7. MPM-2024-09-14 Old Mill Rd. Bridge Project (5)

2024- 336

Moved by Hunt Seconded by Anderson

THAT the Township of Billings Council hereby receives for information Report No. MPM-2024-09-14.

Carried.

8. Correspondence Requiring Direction

8.1. Outdoor Rink Rental Request

2024- 337



Moved by Anderson Seconded by Grogan

THAT the Township of Billings Council hereby receives the correspondence from Mr. Burke and directs staff to develop a rental policy and rate for the Outdoor Rink facility AND that Council directs staff to develop a policy to process an exemption to the noise by-law (2021-12) to be brought forward to Council at an upcoming meeting.

Carried.

9. Information

None.

10. Accounts For Payment

10.1. Accounts for Payment – August 26, 2024
2024-338

Moved by Hunt Seconded by Anderson

THAT the Township of Billings Council hereby ratifies and confirms the accounts for payment dated August 26, 2024.

Carried.

11. By-Laws and Agreements

11.1. 2024-49 Health and Safety Policy By-Law
2024- 339

Moved by Grogan Seconded by Anderson

THAT By-Law No. 2024-49 being the Health and Safety Policy By-Law be read a first, second and third time and finally passed this 3rd day of September, 2024.

Carried.

12. Notice of Motion

None.

13. Closed Session

2024-340

Moved by Anderson Seconded by Hunt

THAT the Township of Billings Council hereby moves into Closed Session pursuant to [s. 239(3.1)] Educating or training members of the council, local board or committee – Procedural By-Law AND pursuant to [s. 239(2)(b)] Personal matters about an identifiable individual including municipal employees – Complaint AND FURTHER returns to open session upon completion.

Carried.



14. Report out of Closed

2024- 346

Moved by Grogan Seconded by Hillyard

THAT Mayor Barker reported a closed meeting where Council a complaint was received.

Carried.

15. Confirmatory By-Law

15.1. By-Law No. 2024-50 Being the September 3rd, 2024 Confirmatory By-Law
2024-347

Moved by Grogan Seconded by Anderson

THAT By-Law No. 2024-50 Being the September 3rd, 2024 Confirmatory By-Law be read
a first, second, third time and finally passed this 3rd day of September, 2024.

Carried.

16. Adjournment

16.1. Motion to Adjourn

2024-348

Moved by Hunt Seconded by Grogan

THAT the Township of Billings Council hereby adjourn at 9:18 p.m.

Carried.

Mayor Bryan Barker

CAO/Clerk Veronique Dion

**THE CORPORATION OF
THE TOWNSHIP OF BILLINGS**

Consolidated Financial Statements

Year Ended December 31, 2023

DRAFT - September 11, 2024

MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

The accompanying consolidated financial statements of the Corporation of the Township of Billings (“the Township”) are the responsibility of the Township’s management and have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards. A summary of the significant accounting policies are described in Note 1 to these consolidated financial statements. The preparation of the consolidated financial statements necessarily involves the use of estimates based on management’s judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Township’s management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

Council meets with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by Freelandt Caldwell Reilly LLP, independent external auditors appointed by the Township. The accompanying Independent Auditor’s Report outlines their responsibilities, the scope of their examination and their opinion on the Township’s consolidated financial statements.

Mayor

Clerk-Treasurer

Date

INDEPENDENT AUDITOR'S REPORT

To: The Members of Council of the Corporation of the Township of Billings

Opinion

We have audited the consolidated financial statements of **The Corporation of the Township of Billings**, which comprise the consolidated statement of financial position as at December 31, 2023, and the consolidated statements of operations and changes in accumulated surplus, changes in net assets, and cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of **The Corporation of the Township of Billings** as at December 31, 2023, and the results of its 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 Consolidated Financial Statements section of our report. We are independent of the Township 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 Consolidated Financial Statements

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

In preparing the consolidated financial statements, management is responsible for assessing the Township'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 Township or to cease operations, or has no realistic alternative but to do so.

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

INDEPENDENT AUDITOR'S REPORT (continued)

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's 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 these 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 consolidated 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.
- 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 Township'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 Township's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated 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 auditor's report. However, future events or conditions may cause the Township to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We 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.

FREELANDT CALDWELL REILLY LLP

Chartered Professional Accountants
Licensed Public Accountants

Espanola, Ontario
September 17, 2024

THE CORPORATION OF THE TOWNSHIP OF BILLINGSConsolidated Statement of Financial Position
December 31, 2023 with comparative figures for 2022

	2023	2022
	\$	\$
		(restated - note 2)
Financial Assets		
Cash and cash equivalents	3,319,808	4,480,091
Term deposits	3,867	8,189
Taxes receivable (note 3)	212,787	273,965
User charges receivable	56,529	52,874
Grants receivable	880,291	159,659
Other accounts receivable	139,942	173,274
	4,613,224	5,148,052
Liabilities		
Accounts payable and accrued liabilities	788,185	526,141
Deferred contributions (note 5)	241,218	767,462
Deferred contributions - obligatory reserves (note 6)	120,141	80,229
Long-term debt (note 7)	200,000	-
Contaminated site remediation liability (note 8)	232,530	225,757
Asset retirement obligation (note 9)	487,259	473,067
	2,069,333	2,072,656
Net Assets	2,543,891	3,075,396
Non-financial Assets (note 11)		
Tangible capital assets (note 12)	17,906,148	14,891,773
Inventory	9,866	13,212
Prepaid expenses	19,790	18,789
	17,935,804	14,923,774
Accumulated Surplus	20,479,695	17,999,170

Contingent liabilities (note 14)

The accompanying notes are an integral part of these financial statements.

THE CORPORATION OF THE TOWNSHIP OF BILLINGSConsolidated Statement of Operations and Changes in Accumulated Surplus
Year ended December 31, 2023 with comparative figures for 2022

	2023	2022
	Actual	Actual
	\$	\$
		(restated - note 2)
Revenue		
Taxation		
Residential and farm	2,311,390	2,236,677
Commercial, industrial and business	82,786	72,344
Other governments and agencies	9,069	8,949
	2,403,245	2,317,970
Deduct:		
Amounts raised on behalf of the school boards	303,701	298,542
	2,099,544	2,019,428
Government Transfers		
Province of Ontario	2,834,880	1,190,255
Government of Canada	725,511	268,120
	3,560,391	1,458,375
User Charges		
User fees and service charges	299,367	276,488
Sewer and water charges	256,062	257,911
	555,429	534,399
Other		
Investment income	188,400	97,581
Donations	75,423	34,484
Penalties and interest charges	44,322	45,343
Licences and permits	26,253	21,683
Rents, royalties and other	86,423	111,926
	420,821	311,017
Total Revenue	6,636,185	4,323,219
Expenditure		
General government	861,575	768,448
Protection to persons and property	365,456	373,617
Transportation services	847,994	795,268
Environment services	559,150	508,972
Health services	273,981	262,944
Social and family services	820,477	782,514
Recreation and cultural services	391,263	358,252
Planning and development	35,764	27,318
Total Expenditure	4,155,660	3,877,333
Annual Surplus	2,480,525	445,886
Accumulated Surplus, beginning of year	17,999,170	17,805,881
Adjustment on adoption of asset retirement obligation standard (note 2)	-	(252,597)
Accumulated Surplus, beginning of year, as restated	17,999,170	17,553,284
Accumulated Surplus, end of year	20,479,695	17,999,170

The accompanying notes are an integral part of these financial statements.

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Consolidated Statement of Changes in Net Assets

Year ended December 31, 2023 with comparative figures for 2022

	2023	2022
	Actual	Actual
	\$	\$
		(restated - note 2)
Annual Surplus	2,480,525	445,886
Acquisition of tangible capital assets	(3,756,073)	(1,138,332)
Amortization of tangible capital assets	741,698	723,144
Change in inventory	3,346	(8,172)
Change in prepaid expenses	(1,001)	275
Change in net assets	(531,505)	22,801
Net Assets, beginning of year	3,075,396	3,305,192
Adjustment on adoption of asset retirement obligation standard (note 2)	-	(252,597)
Net Assets, beginning of year, as restated	3,075,396	3,052,595
Net Assets, end of year	2,543,891	3,075,396

The accompanying notes are an integral part of these financial statements.

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Consolidated Statement of Cash Flows

Year ended December 31, 2023 with comparative figures for 2022

	2023	2022
	\$	\$
		(restated - note 2)
Cash flows from operations		
Annual Surplus	2,480,525	445,886
Items not involving cash		
Amortization of tangible capital assets	741,698	723,144
Contaminated site remediation liability	6,773	6,575
Accretion of asset retirement obligation	14,192	13,779
	3,243,188	1,189,384
Changes in non-cash assets and liabilities		
Taxes receivable	61,178	(57,660)
User charges receivable	(3,655)	(17,771)
Grants receivable	(720,632)	1,702,063
Other accounts receivable	33,332	(30,913)
Accounts payable and accrued liabilities	262,044	(177,038)
Deferred contributions	(526,244)	570,216
Deferred contributions - obligatory reserves	39,912	14,504
Inventory	3,346	(8,172)
Prepaid expenses	(1,001)	275
	2,391,468	3,184,888
Capital transactions		
Cash used to acquire tangible capital assets	(3,756,073)	(1,138,332)
Investing transactions		
Redemption of term deposits	4,322	(310)
Financing transactions		
Temporary borrowing (repayments)	200,000	(500,000)
Repayment of long-term debt	-	(16,280)
	200,000	(516,280)
Increase in cash and cash equivalents	(1,160,283)	1,529,966
Cash and cash equivalents, beginning of year	4,480,091	2,950,125
Cash and cash equivalents, end of year	3,319,808	4,480,091

The accompanying notes are an integral part of these financial statements.

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Notes to the Consolidated Financial Statements

December 31, 2023

1. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Township are the representation of management. The financial statements are prepared using Canadian public sector accounting standards as recommended by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada.

Significant aspects of the accounting policies adopted by the Township are as follows:

(a) Basis of Consolidation

i) Joint Local Boards

These consolidated financial statements reflect contributions to the following joint local boards, which are not under the direct control of council, as expenses in the consolidated statement of operations:

Sudbury and District Health Unit
Manitoulin-Sudbury District Services Board

The assets, liabilities, revenues and expenses of the joint local boards have not been proportionally consolidated in these financial statements.

ii) Proportionally Consolidated Entities

These consolidated financial statements reflect proportionally the Township's share of the assets, liabilities, revenues and expenses of the following boards:

Manitoulin Centennial Manor
Manitoulin Planning Board

iii) Accounting for School Board Transactions

The taxation, other revenues, expenses, assets and liabilities with respect to the operations of the school boards are not reflected in these consolidated financial statements.

iv) Trust Funds

Trust funds and their related operations administered by the Township are not consolidated, but are reported separately on the Trust Funds financial statements.

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Notes to the Consolidated Financial Statements

December 31, 2023

1. SIGNIFICANT ACCOUNTING POLICIES (continued)**(b) Basis of Accounting****i) Accrual Accounting**

The accrual basis of accounting recognizes revenues as they are earned and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

ii) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, amounts held in bank and highly liquid securities with maturities of three months or less.

iii) Tangible Capital Assets

Tangible capital assets are recorded at cost. The Township provides for amortization using the straight-line method designed to amortize the cost, less any residual value, of the tangible capital assets over their estimated useful lives. The annual amortization rates are as follows:

	<u>Years</u>
Land improvement	25-40
Buildings	20-40
Roads, bridges and culverts	20-40
Vehicles	15-20
Equipment	20
Water treatment and sewer	80
Marina	20

Additions are amortized at one half of the annual rate in the year of acquisition.

iv) Inventory

Inventories held for consumption are recorded at the lower of cost and replacement cost. Inventories held for resale are recorded at the lower of cost and net realizable value. Cost is determined using the actual cost method.

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Notes to the Consolidated Financial Statements

December 31, 2023

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

v) Revenue Recognition

Property tax billings are prepared by the Township based on assessment rolls issued by the Municipal Property Assessment Corporation. Tax rates are established annually by Council, incorporating amounts to be raised for local services and amounts the Township is required to collect on behalf of the Province of Ontario in respect of education taxes.

A normal part of the assessment process is the issue of supplementary assessment rolls which provide updated information with respect to changes in property assessments. Once a supplementary assessment roll is received, the Township determines the taxes applicable and renders supplementary tax billings. Supplementary taxation revenues are recorded at the time these bills are issued.

Assessments and related property taxes are subject to appeal by ratepayers. Tax adjustments as a result of appeals are recorded when the result of the appeal is known.

The Township is entitled to collect interest and penalties on overdue taxes. These revenues are recorded in the accounts in the period the interest and penalties are levied.

Government transfers are recognized in the period that the events giving rise to the transfer have occurred as long as the transfer is authorized, the eligibility criteria, if any, have been met, and the amount can be reasonably estimated. Government transfers received before these criteria have been met are recorded in the accounts as deferred contributions and are recognized as revenue in the period in which all of these criteria are met.

User charges and other revenues are recognized in the period that the goods or services are provided.

vi) Use of Estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenditures during the reporting period. By their nature, these estimates are subject to measurement uncertainty. The effect of changes in such estimates on the financial statements in future periods could be significant. Accounts specifically affected by estimates in these consolidated financial statements are the landfill closure and post-closure liability, contaminated site remediation liability, and estimated useful lives of tangible capital assets.

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Notes to the Consolidated Financial Statements

December 31, 2023

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

vii) Financial Instruments

The Township 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 Township 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, which are subsequently measured at fair value. Unrealized changes in fair value are recognized in the statement of operations in the period they occur.

Financial assets measured at amortized cost include cash and cash equivalents, term deposits, taxes receivable, user charges receivable, grants receivable and other account receivables.

Financial liabilities measured at amortized cost include temporary borrowing, accounts payable and accrued liabilities and long-term debt.

viii) Asset Retirement Obligation

A liability for an asset retirement obligation is recognized when there is a legal obligation to incur retirement costs in relation to a tangible capital asset; the past transaction or event giving rise to the liability has occurred; it is expected that future economic benefits will be given up; and a reasonable estimate of the amount can be made. The liability is recorded at an amount that is the best estimate of the expenditure required to retire a tangible capital asset at the financial statement date. This liability is subsequently reviewed at each financial reporting date and adjusted for the passage time and for any revisions to the timing, amount required to settle the obligation, the inflation rate or the discount rate. Upon the initial measurement of an asset retirement obligation, a corresponding asset retirement cost is added to the carrying value of the related tangible capital asset if it is still in productive use. This cost is amortized over the useful life of the tangible capital asset. If the related tangible capital asset is unrecognized or no longer in productive use, the asset retirement costs are expensed.

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Notes to the Consolidated Financial Statements

December 31, 2023

2. CHANGE IN ACCOUNTING POLICY

Effective January 1, 2022, the Township adopted the new Canadian public sector accounting standard PS 3280 – Asset Retirement Obligations. As a result of this adoption, the amounts presented as comparative figures in these financial statements have been restated from the prior year.

This new accounting standard addresses the reporting of legal obligations associated with the retirement of certain tangible capital assets by public sector entities and replaces PS 3270 – Solid Waste Landfill Closure and Post-Closure Liability. This change in accounting policy was adopted using the modified retrospective basis and reflects the following adjustments at the date of adoption:

- a) January 1, 2022: A \$459,288 increase in the asset retirement obligation liability, a \$206,691 decrease in landfill closure and post-closure liability and a \$252,597 decrease in accumulated surplus.
- b) December 31, 2022: A \$13,779 increase in the asset retirement obligation liability resulting in an increase in accretion expense of \$13,779, and a decrease in landfill expense of \$27,420 resulting in an increase in the annual surplus of \$13,641.

3. TAXES RECEIVABLE

The components of taxes receivable are as follows:

	2023	2022
	\$	\$
Taxes receivable	189,829	240,955
Interest receivable on outstanding tax balances	22,958	33,010
	<u>212,787</u>	<u>273,965</u>

4. TEMPORARY BORROWING

BMO Bank of Montreal has authorized a non-revolving demand loan to a maximum of \$2,000,000 which is unsecured, bearing interest at the bank's prime rate of interest plus 0.5% per annum. At December 31, 2023, \$NIL (2022 - \$NIL) has been drawn on this credit facility.

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Notes to the Consolidated Financial Statements

December 31, 2023

5. DEFERRED CONTRIBUTIONS

The balance in deferred contributions is summarized as follows:

	2023	2022
	\$	\$
Deferred contributions, beginning of year	767,462	197,246
Amounts received (recognized) during the year		
- Ontario Trillium Foundation	-	450,000
Amounts received (recognized) during the year		
- Ontario Trillium Foundation	(253,982)	(10,300)
Contributions repayable to funder - Ontario Trillium Foundation	(185,718)	-
Amounts received (recognized) during the year		
- Ministry of Natural Resources	(20,754)	153,572
Amounts received (recognized) during the year		
- Employment and Social Development Canada	(13,757)	-
Amounts received (recognized) during the year		
- JBR Ventures	5,000	-
Amounts received (recognized) during the year		
- Ministry of Municipal Affairs & Housing	(31,660)	(32,884)
Other contributions received (recognized) for future expenditures	(25,373)	9,828
Deferred contributions, end of year	241,218	767,462

Deferred contributions consists of the following:

Ministry of Natural Resources	132,818	153,572
Employment and Social Development Canada	86,243	100,000
Ontario Trillium Foundation	-	439,700
Ministry of Finance	10,000	10,000
JBR Ventures	5,000	
Ministry of Municipal Affairs & Housing	-	31,660
Amounts related to Manitoulin Centennial Manor	6,538	30,122
Amounts related to the Manitoulin Planning Board	619	2,408
	241,218	767,462

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Notes to the Consolidated Financial Statements

December 31, 2023

6. DEFERRED CONTRIBUTIONS – OBLIGATORY RESERVE FUNDS

A requirement of Canadian public sector accounting standards is that obligatory reserve funds be reported as deferred contributions. This requirement is in place as legislation and external agreements restrict how these funds may be used and under certain circumstances these funds may possibly be refunded. The balances in the obligatory reserves funds of the Township are summarized below:

	2023	2022
	\$	\$
Deferred contributions - obligatory reserves, beginning of year	80,229	65,725
Contributions received during the year - Federal Gas Tax	39,912	38,248
Amounts recognized as revenue during year - Federal Gas Tax	-	(23,744)
Deferred contributions - obligatory reserves, end of year	120,141	80,229

Deferred contributions - obligatory reserves consist of the following:

Federal Gas Tax	120,141	80,229
-----------------	---------	--------

7. LONG-TERM DEBT

	2023	2022
	\$	\$
Ontario Infrastructure and Lands Corporation fully registered amortizing debenture, unsecured, repayable in bi-annual payments of \$27,278 commencing August 1, 2024 plus interest at 4.53% per annum, maturing February 1, 2054	200,000	-

Subsequent to year-end, the Township received a final advance on the debenture in the amount of \$698,199 bringing the total amount of funds advanced on the debenture to \$898,199.

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Notes to the Consolidated Financial Statements

December 31, 2023

8. CONTAMINATED SITE REMEDIATION LIABILITY

The Township has recognized a contaminated site remediation liability in the amount of \$232,530. This liability is the estimated cost based on the professional assessment of a contracted engineering firm for the in-situ remediation of PHC impacted groundwater and soils located under the municipal office located at 15 Old Mill Road. This cost represents a scope of work including groundwater remediation, cleaning of the crawl space, and continued environmental monitoring of the site. As the Township owns the building and land on which the contamination exists, the Township is directly responsible for its remediation.

9. ASSET RETIREMENT OBLIGATION

A liability is recognized for future retirement obligations associated with the Township's landfill. The amount recognized is the net present value of estimated future expenditures required to fund the closure and post-closure monitoring requirements of the landfill. On initial measurement of the asset retirement obligation, a corresponding asset retirement cost was added to the carrying value of the related tangible capital asset for the landfill. This asset is being amortized on a straight-line basis over the useful life of the landfill.

The asset retirement obligation is calculated using the current estimated costs to close and monitor the landfill at the end of its useful life, inflated to the estimated closure date and discounted to current present value. The asset retirement obligation is being provided for over the accreted value from the initial obligation to the end of the useful life of the landfill. Future closure and monitoring expenditures will be charged against the accumulated liability as incurred.

Estimating the asset retirement obligation requires the estimation of costs many years into the future. Inherent in the calculation are numerous assumptions and estimates, including the expected future closure and monitoring costs, inflation factors, discount rates and the timing of settlement of obligations. Future revisions to any of these estimates may result in material changes to the asset retirement obligation amount recognized.

At December 31, 2023, the estimated total undiscounted inflation-adjusted amount required to settle the asset retirement obligation is \$881,517. The estimated closure and post-closure monitoring costs are inflated at a rate of 3.0% per annum. The cash flows are also discounted at the rate of 3.0% per annum. The landfill is estimated to close in 2037 with the site continuing to be monitored for an additional 25 years post-closure.

	2023	2022
	\$	\$
Asset retirement obligation, beginning of year	473,067	459,288
Accretion expense	14,192	13,779
Asset retirement obligation, end of year	487,259	473,067

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Notes to the Consolidated Financial Statements

December 31, 2023

10. NET ASSETS

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

	2023	2022
	\$	\$
<hr/>		
To be used:		
- for the general decrease in taxation and user charges	1,544,895	2,319,528
- for the recovery from taxation and user charges for the repayment of long-term debt, asset retirement obligation, contaminated site remediation liability	919,789	698,824
- for the general operations of joint and local boards	79,207	57,044
	<hr/>	<hr/>
	2,543,891	3,075,396
	<hr/>	<hr/>

11. NON-FINANCIAL ASSETS

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

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Notes to the Consolidated Financial Statements

December 31, 2023

12. TANGIBLE CAPITAL ASSETS

2023	Land \$	Land Improvements \$	Buildings \$	Roads and Bridges and Culverts \$	Vehicles \$	Equipment \$	Water Treatment and Sewer \$	Marina \$	2023 Total \$
Cost									
Balance, beginning of year	623,972	129,893	5,306,377	8,425,187	1,617,844	382,435	3,437,757	2,583,767	22,507,232
Additions			1,435,132	521,083		55,129	1,744,729	-	3,756,073
Disposals									-
Balance, end of year	623,972	129,893	6,741,509	8,946,270	1,617,844	437,564	5,182,486	2,583,767	26,263,305
Accumulated Amortization									
Balance, beginning of year	-	77,011	2,125,408	2,838,954	903,559	203,050	1,183,237	284,240	7,615,459
Disposals									-
Amortization expense		4,525	118,466	289,582	77,296	23,741	102,374	125,714	741,698
Balance, end of year	-	81,536	2,243,874	3,128,536	980,855	226,791	1,285,611	409,954	8,357,157
Net book value	623,972	48,357	4,497,635	5,817,734	636,989	210,773	3,896,875	2,173,813	17,906,148
2022									
2022	Land \$	Land Improvements \$	Buildings \$	Roads and Bridges and Culverts \$	Vehicles \$	Equipment \$	Water Treatment and Sewer \$	Marina \$	2022 Total \$
Cost									
Balance, beginning of year	623,972	129,893	4,722,976	8,174,695	1,606,037	373,512	3,392,647	2,510,673	21,534,405
Additions	-	-	654,237	345,161	11,807	8,923	45,110	73,094	1,138,332
Disposals	-	-	(70,836)	(94,669)	-	-	-	-	(165,505)
Balance, end of year	623,972	129,893	5,306,377	8,425,187	1,617,844	382,435	3,437,757	2,583,767	22,507,232
Accumulated Amortization									
Balance, beginning of year	-	72,486	2,076,905	2,656,098	821,921	177,827	1,092,602	159,981	7,057,820
Disposals	-	-	(70,836)	(94,669)	-	-	-	-	(165,505)
Amortization expense	-	4,525	119,339	277,525	81,638	25,223	90,635	124,259	723,144
Balance, end of year	-	77,011	2,125,408	2,838,954	903,559	203,050	1,183,237	284,240	7,615,459
Net book value	623,972	52,882	3,180,969	5,586,233	714,285	179,385	2,254,520	2,299,527	14,891,773

13. TRUST FUND

Trust funds administered by the Township amounting to \$51,569 (2022 - \$49,499) have not been included in the consolidated statement of financial position nor have their operations been included in the consolidated statements of operations.

14. CONTINGENT LIABILITIES

- a) The Township receives transfers from the governments of Canada and Ontario. Some government transfers are subject to audit by the transferring government with adjustments, if any, repayable to the transferring government. Audit adjustments, if any, are recorded in the accounts in the year in which they become known.
- b) The Township has been named as a defendant in an action claiming damages in the amount of \$600,000 alleging negligence relating to an incident with a road grader. It is too early in the proceedings to determine the outcome of the claim, if any, and management believes that the Township has valid defences in place. As such, no amount has been accrued in the accounts as a result of this claim.

15. PENSION PLAN

Beginning in July 2023, the Township makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay.

The amount contributed to OMERS for 2023 was \$4,280 for current service and is included as an expenditure on the consolidated statement of operations.

At December 31, 2023, the OMERS pension plan had total assets of \$152.5 billion (2022 - \$155.8 billion) and an accumulated deficit of \$4.202 million (2022 - \$6,678 million deficit)

16. SEGMENTED DISCLOSURE

The Township is a diversified municipal government institution that provides a wide range of services to citizens. Services include water, roads, fire, police, waste management, recreation programs, economic development, land use planning and health and social services. For management reporting purposes, the Government's operations and activities are organized and reported by Fund. Funds were created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations.

Township services are provided by departments and their activities are reported in these funds. Certain departments have been separately disclosed in the segmented information, along with the services they provide, and are as follows:

General Government

General Government consists of office of the Mayor, Council expenses, administrative services (including clerks, elections, communications, legal and information technology services), human resources and financial departments. Areas within the general government respond to the needs of external and internal clients by providing high quality, supportive and responsive services. This area supports the operating departments in implementing priorities of Council and provides strategic leadership on issues, relating to governance, strategic planning and service delivery.

16. SEGMENTED DISCLOSURE (continued)

Protection Services

This section consists of fire, police, animal control, building services, emergency measures and management of Provincial Offences Act. Police services ensure the safety of the lives and property of citizens; preserve peace and order; prevent crimes from occurring, detect offenders and enforce the law. Fire Services is responsible to provide fire suppression service; fire prevention programs, training and education related to prevention, detection and extinguishment of fires. The building services division processes permit applications and ensure compliance with the Ontario Building Code and with By-Laws enacted by Council.

Transportation Services

This area is responsible for management of Roadways including traffic, bridges and winter control.

Environmental Services

In addition to the management of waterworks, this area is responsible for waste collection, waste disposal and recycling facilities and programs. This section is responsible for providing clean, potable water meeting all regulatory requirements and responsible for repairing breaks and leaks in the water system.

Health and Social Services

This section consists of assistance to aged persons, cemetery services as well as the Township's contribution to the Sudbury and District Health Unit and Manitoulin-Sudbury District Services Board.

Recreation and Cultural Services

This section provides public services that contribute to neighbourhood development and sustainability through the provision of recreation and leisure services. This section also contributes to the information needs of the Township's citizens through the provision of library and cultural services and by preserving local history and managing archived data.

Planning and Development

The goal of this section is to offer coordinated development services in order to maximize economic development opportunities, and to ensure that the Township is planned and developed in accordance with the Ontario Planning Act, Provincial policies and good planning principles.

Certain allocation methodologies are employed in the preparation of segmented financial information.

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Notes to the Consolidated Financial Statements

December 31, 2023

16. SEGMENTED DISCLOSURE (continued)

	General Government \$	Protection Services \$	Transportation Services \$	Environmental Services \$	Health and Social Services \$	Recreation and Cultural Services \$	Planning and Development \$	2023 Total \$	2022 Total \$ (restated - note 2)
Revenues									
Taxation	2,099,544	-	-	-	-	-	-	2,099,544	2,019,428
Grants	590,117	695,832	\$ 462,787	1,195,284	479,797	129,748	6,826	3,560,391	1,458,375
User fees and service charges	1,585	-	897	263,402	173,977	91,890	23,678	555,429	534,399
Other	353,744	19,761	-	2,489	6,013	38,814	-	420,821	311,017
	3,044,990	715,593	463,684	1,461,175	659,787	260,452	30,504	6,636,185	4,323,219
Expenditures									
Purchase of goods and materials	323,747	44,404	208,496	207,214	686,568	137,861	35,670	1,643,960	1,487,011
Salaries, wages and benefits	452,062	56,629	283,991	40,949	-	87,083	-	920,714	795,537
Amortization	16,417	19,185	355,507	184,176	-	166,319	94	741,698	723,144
Contracts and services	44,627	245,238	-	126,811	-	-	-	416,676	467,828
Interest on long-term debt	-	-	-	-	-	-	-	-	-
Other transfers	-	-	-	-	407,890	-	-	407,890	394,240
Financial expenses	24,722	-	-	-	-	-	-	24,722	9,573
	861,575	365,456	847,994	559,150	1,094,458	391,263	35,764	4,155,660	3,877,333
Excess (deficiency) of revenues over expenditures	2,183,415	350,137	(384,310)	902,025	(434,671)	(130,811)	(5,260)	2,480,525	445,886

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Notes to the Consolidated Financial Statements

December 31, 2023

17. CONTRIBUTIONS TO JOINT LOCAL BOARDS

Further to note 1(a)(ii), the following contributions were made by the Township to these joint local boards.

	2023	2022
	\$	\$
Manitoulin-Sudbury District Services Board	377,213	366,544
Sudbury District Health Unit	30,677	27,696
	407,890	394,240

The Township's share of the assets, liabilities, revenues and expenses of these joint local boards are as follows:

	2023	2022
	%	%
Sudbury District Health Unit	0.326	0.305
Manitoulin-Sudbury District Services Board	3.371	3.360

18. COMMITMENT

The Township has entered into a management services agreement with the Ontario Clean Water Agency (OCWA) to operate and maintain the Township's water treatment plant and distribution system. The agreement is for a ten-year period ending December 31, 2027, at an annual cost including consumer price index adjustment (years' two through ten) estimated as follows:

	\$
2024	117,992
2025	119,762
2026	121,558
2027	123,381

19. BUDGET

The Township does not prepare a consolidated budget in a format consistent with the accompanying consolidated financial statements. Accordingly, budget information has not been presented in these consolidated financial statements.

20. FINANCIAL INSTRUMENTS

Transactions in financial instruments may result in an entity assuming or transferring, to another party, financial risks. The Township 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 transaction will fail to discharge an obligation and cause the other party to incur a financial loss. The Township is exposed to this risk relating to its cash, term deposits and accounts receivable.

The Township 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.

The Township is exposed to credit risk in accounts receivable which includes rate payers, government and other receivables. The Township measures its exposure to credit risk with respect to accounts receivable based on how long the amounts have been outstanding and management's analysis of accounts. The Township minimizes this risk through management's on-going monitoring of accounts receivable balances and collections.

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

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

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

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.

INDEPENDENT AUDITOR'S REPORT

To: The Members of Council of the Corporation of the Township of Billings

Opinion

We have audited the financial statements of the **Trust Funds of the Corporation of the Township of Billings**, which comprise the statement of financial position as at December 31, 2023, and the statements of operations, and changes in net assets for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the **Trust funds of the Corporation of the Township of Billings** as at December 31, 2023, and it's the results of its 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 report. We are independent of the Township 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 public sector accounting standards, 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 entity'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 entity or to cease operations, or has no realistic alternative but to do so.

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

INDEPENDENT AUDITOR'S REPORT (continued)

Auditor's 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 auditor's 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 these 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.
- 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 Township'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 entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated 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 auditor's report. However, future events or conditions may cause the entity 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.

We 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.

FREELANDT CALDWELL REILLY LLP

Chartered Professional Accountants
Licensed Public Accountants

Espanola, Ontario
September 17, 2024

THE CORPORATION OF THE TOWNSHIP OF BILLINGS**TRUST FUNDS**

Statement of Financial Position

December 31, 2023 with comparative figures for 2022

	Cemetery Perpetual Care \$	Monument Care \$	Community Centre Replacement \$	Total 2023 \$	Total 2022 \$
Assets					
Cash	47,829	861	2,879	51,569	48,903
Due from municipality	-	-	-	-	596
Net Assets	47,829	861	2,879	51,569	49,499

The accompanying notes are in integral part of this financial statements.

THE CORPORATION OF THE TOWNSHIP OF BILLINGS
TRUST FUNDS

Statement of Operations and Changes in Net Assets
Year ended December 31, 2023 with comparative figures for 2022

	Cemetery Perpetual Care \$	Monument Care \$	Community Centre Replacement \$	Total 2023 \$	Total 2022 \$
Net assets, beginning of year	45,856	838	2,805	49,499	48,307
Revenues					
Plot sales	580	-	-	580	1,150
Interest income	1,393	23	74	1,490	42
	1,973	23	74	2,070	1,192
Expenditures	-	-	-	-	-
Excess of revenues over expenditures	1,973	23	74	2,070	1,192
Net assets, end of year	47,829	861	2,879	51,569	49,499

The accompanying notes are an integral part of these financial statements.

THE CORPORATION OF THE TOWNSHIP OF BILLINGS
TRUST FUNDS

Notes to the Financial Statements
Year ended December 31, 2023

1. SIGNIFICANT ACCOUNTING POLICIES

a) Basis of consolidation

The Trust Funds have not been consolidated with the financial statements of the Corporation of the Township of Billings.

b) Basis of accounting

The accrual basis of accounting recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of legal obligation to pay.

2. CASH FLOW STATEMENT

A cash flow statement has not been presented because it would not provide any additional information which is not readily apparent in the financial statements.

DRAFT - September 11, 2024



COUNCIL REPORT

Department: Protective Services

Date: September 17, 2024

Report Number: HS-2024-09-07

File: No Parking Signage

Recommendation: THAT the Township of Billings Council hereby received for information report HS-2024-09-07 AND directs staff to install two "No Parking" signs on the paved shoulder portion of the road on Main Street in front of the Kagawong Post Office.

Background:

Residents and staff have brought forward safety concerns regarding post office customers who have been illegally parking on a paved portion of the shoulder of the road in front of the Kagawong post office.

Discussion:

- 1) In front of the Kagawong post office there is a paved portion of the shoulder that is being used by post office customers for parking while carrying out their business.
- 2) There is "No Parking" signage in place on that side of Main Street, but not at the post office itself.
- 3) This illegal parking leads to post office customers vehicles being parked in a manner that partially blocks the south bound lane on an obstructed bend in the road.
- 4) This partial blockage causes traffic safety concerns for motorists, cyclists and pedestrians trying to get around the illegally parked vehicles.
- 5) There is a municipal parking lot that has disability parking across the road from the post office.

Financial Impacts:

The cost of the signs and posts is approximately \$100.00 plus 1 hour of labour for the sign installation.

Alignment to Strategic Plan:

- 1) Ensure that Township assets and employees are protected to ensure continued service to the Township residents.
- 2) Ensure safety and security by analyzing road signage to enhance road safety.

Alignment to the CEEP:

There is no alignment to the CEEP.



Respectfully Submitted By:

Arthur Moran, H&S Coordinator

Reviewed By:

Véronique Dion, CAO/Clerk



COUNCIL REPORT

Department: Protective Services

Date: September 17, 2024

Report Number:

File: Emergency Response Plan

Attachment: **DRAFT Emergency Response Plan**

Recommendation: THAT the Township of Billings Council hereby approves Report EM-2024-09-03 AND approves the proposed edits to the existing Emergency Response Plan AND FURTHER authorizes the appropriate By-Laws coming forward.

Background:

1. The MCEG/EMPC group held discussions regarding mandatory training courses for members of the MCEG/EMPC and agreed to the following amendments to be included into the Emergency Response Plan section 6.2 (Training)
2. Listed below are the amendments to made to section 6.2 of the Township of Billings Emergency Response Plan.

6.2 Municipal Emergency Control Group Duties and Training Duties

The MCEG is NOT responsible for directing the actions of emergency responders on-scene – the Incident Commander in charge of the scene holds that responsibility. The MCEG provides logistical support and coordination of resources for the Incident Commander.

The MCEG members shall be appointed by Council through by-law and shall be municipal officials or employees.

The Township of Billings Municipal Emergency Control Group consists of:

- CAO/Clerk (EOC Commander/Alternate CEMC)
- Deputy Clerk (EIO/Communications/Liasson Officer)
- CEMC (Safety Officer)
- Mayor (Advisor)
- Deputy Mayor (Floater)
- Treasurer (Finance and Administration)
- Fire Chief (Incident Commander, On-Site Field Operations)
- Public Works Superintendent (Logistics, On-Site Field Operations)
- Deputy Fire Chief (On-Site Field Operations)

Training

1) It is an important requirement to have the members of the MECG trained to a level where each of the group members understands the role of their group position as well as the execution of the duties associated with those roles.

To meet this requirement the following group members shall take the following Emergency Management Ontario training courses:

CEMC/Alternate CEMC

- Basic Emergency Management
- Incident Management Systems (IMS) levels 100 and 200 (IMS 300 optional)
- Community Emergency Management Coordinator

Note: These courses are mandatory for the CEMC but highly recommended for the Alternate CEMC.

All other CECG members

- Basic Emergency Management.
- Introduction to Incident Management Systems (self study)

Note: These courses shall be taken within the first calendar year from the appointment to the position.

These training courses are offered at no cost by Emergency Management Ontario through self study or in-person or virtual training sessions.

2) Another MECG training requirement is an annual review of the following topics:

- Knowledge of all of the components of the Municipal Emergency Management Program, including, but not limited to the municipal HIRA and Critical Infrastructure list;
- Knowledge of their municipality's Municipal Emergency Plan, including the roles and responsibilities, and those of organizations which may have a role in response;
- Knowledge of the procedures used to activate and operate under the Municipal Emergency Plan;
- Knowledge of the notification procedures used to notify members of the MECG when the Municipal Emergency Plan is activated; and
- Knowledge of the location, communications infrastructure and technology in their municipal Emergency Operations Centre.
- Basic Knowledge of IMS operations

This training will be held in a review session prior to the annual training and table top exercise.

Financial Impacts:

None.



Alignment to Strategic Plan:

Ensure that Township assets and employees are protected to ensure continued service to the Township residents.

Alignment to the CEEP:

None.

Respectfully Submitted By:

Arthur Moran, Community Emergency Management Coordinator (CEMC)

Reviewed By:

Véronique Dion, CAO/Clerk

**THE CORPORATION OF THE
TOWNSHIP OF BILLINGS**



**EMERGENCY RESPONSE PLAN
BY-LAW 2024-52**

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Emergency Response Plan	

10.0 Township of Billings Emergency Management Plan Revision Schedule **Error! Bookmark not defined.**

1. Introduction

Emergencies are defined as situations or impending situations that constitute a danger of major proportions that could result in serious harm to persons or substantial damage to property and that are caused by the forces of nature, a disease or other health risk, an accident, or an act whether intentional or otherwise.

The Township of Billings has a year-round population of 720 residents that increases drastically in the warmer months with seasonal residents and tourists. Situated approximately 50 km west of Little Current and 20 km east of Gore Bay in north-central Manitoulin, Billings encompasses the hamlet of Kagawong, includes extensive shoreline areas of Lake Kagawong, Lake Mindemoya, Lake Manitou, Otter Lake and Lake Huron, and completely surrounds the M'Chigeeng First Nation Reserve.

In order to protect residents, visitors, properties, businesses, critical infrastructure and economic stability, the Township of Billings has created a detailed emergency response plan designed to mitigate the damages created by an emergency and facilitate recovery following an emergency.

The Township of Billings takes an all-hazards approach to emergency planning that takes into account a broad spectrum of potential hazards. Having undertaken a comprehensive hazard identification and risk assessment (HIRA), the following situations have been deemed to pose the greatest risk of creating an emergency situation within the Township of Billings:

Wildland fire

High wind event (Tornado)

Winter weather

Pandemic/Infectious Disease

Hazardous materials emergency/transportation

Disclaimer

The hazard identification and risk assessment processes are continuous ones, and the above list is not intended to be exclusive nor exhaustive. Hazards and risks are reviewed annually by the Township's Emergency Management Policy Committee and the Municipal Emergency Control Group, with amendments being made and recorded accordingly.

2. Aim

The aim of this plan is to make provision for the extraordinary arrangements and measures that may have to be taken to protect the health, safety, welfare, environment and economic health of the residents, business and visitors in Billings when faced with an emergency. It enables a centralized, controlled and coordinated response to emergencies and meets the legislated requirements of the *Emergency Management and Civil Protection Act*.

For more information, contact the Township of Billings Community Emergency Management Coordinator:

Arthur Moran

705-282-2611 ext. 226

3. Authority

The *Emergency Management and Civil Protection Act (EMPCA)* is the legal authority governing emergency response plans in Ontario. The *EMPCA* states that:

“Every municipality shall formulate an emergency plan governing the provision of necessary services during an emergency and the procedures under and the manner in which employees of the municipality and other persons will respond to the emergency and the council of the municipality shall by by-law adopt the emergency plan.” [*EMPCA*, s. 3(1)].

“[The] emergency response plan shall,

- a) assign responsibilities to municipal employees, by position, respecting implementation of the emergency response plan; and
- (b) set out the procedures for notifying the members of the municipal emergency control group of the emergency” [*O. Reg. 380/04*, s. 15. (2)].

“The head of the council of a municipality may declare that an emergency exists in the municipality or in any part thereof and may take such action and makes such orders as he or she considers necessary and are not contrary to law to implement the emergency plan of the municipality and the protect property and the health, safety and welfare of the inhabitants of the emergency area.” [*EMPCA*, s. 4(1)].

Pursuant to the *EMPCA*, the emergency plan and its elements have been:

- a) issued under the authority of Township of Billings By-law #2019-49; and,
- b) filed with the Killarney Sector, Emergency Management Ontario and Ministry of Community Safety and Correctional Services.

4. Action Prior to Declaration

When an emergency exists but has not yet been declared to exist, municipal employees may take such actions(s) under this emergency plan as may be required to protect property and the health, safety and welfare of the inhabitants of the Township of Billings. Any subordinate plans incorporated into this plan in the form of annexes may also be implemented, in whole or in part, in the absence of a formal declaration of emergency.

5. Emergency Notification

Only a member of Municipal Emergency Control Group (MECG) may initiate the notification procedure.

The contact information of the MECG members is kept on file with the CEMC, at the Emergency Operations Centre (EOC), and with each member of the MECG. This notification will be made by the use of land line telephone, cellular phone or electronic text.

When a member of the MECG receives a warning of a real or potential emergency, that member will immediately contact the CAO/Clerk, who will notify the MECG to be on ‘standby’ and, if deemed prudent, initiate the activation of the EOC. If necessary, individual MECG members may be directed by the CAO/Clerk to initiate their own internal notification

procedures for their organizations. This notification will be made by the use of land line telephone, cellular phone or electronic text.

Once notified to be on standby, each MECG member must remain available to attend the EOC until such times as the EOC is activated or they are notified by the CAO/Clerk to stand down. The CAO/Clerk will record the date and time each MECG member is contacted in relation to a real or potential emergency.

If the CAO/Clerk is unavailable or unable to complete the notification procedures outlined above, the CEMC shall take over those duties.

5.1 Requests for Assistance

Assistance may be requested from the province at any time without loss of control or authority over the emergency. A request for assistance shall be made by contacting Emergency Management Ontario. Federal assistance may only be requested through the Emergency Management Ontario.

Mutual Aid agreements are in place with neighbouring communities for fire services. The emergency notification contact list, including contact numbers for requesting assistance, is kept on file with the CEMC, at the Emergency Operations Centre (EOC), and with each member of the MECG.

5.2 A Declared Emergency

The Mayor, or Deputy Mayor in the Mayor's absence, as the Head of Council, is responsible for declaring an emergency. This decision is usually made in consultation with the MECG.

Upon declaring an emergency, the Mayor shall notify or ensure that the following are notified:

- the MECG
- the Emergency Management Ontario
- all members of Council
- the public
- neighbouring community officials, as required
- local member of provincial parliament (MPP)
- local member of parliament (MP)

Note: The declaration of emergency can be terminated by the Mayor or by a vote of Council.

6. Municipal Emergency Control Group

6.1 Emergency Operations Centre (EOC)

Once activated, the MECG shall convene at the EOC, or as otherwise directed by the CAO/Clerk or CEMC. The primary EOC will be:

- The Park Centre at 31 Henry Street
- Municipal Office, 15 Old Mill Road.

6.2 Municipal Emergency Control Group Duties and Training Duties

The Municipal Emergency Control Group (MECG) is responsible for directing the municipal response during an emergency, including implementation of the municipal emergency plan,

and are responsible for coordinating the provision of the essential services necessary to minimize the effects of an emergency on the community.

The MCEG duties may include, but not be limited to the following:

- Calling out and mobilizing their emergency service, agency and equipment;
- Coordinating and directing their service and ensuring that any actions necessary for the mitigation of the effects of the emergency are taken, provided they are not contrary to law;
- Determining if the location and composition of the MCEG are appropriate;
- Advising the Head of Council as to whether the declaration of an emergency is recommended;
- Advising the Head of Council on the need to designate all or part of the town as an emergency area;
- Ensuring that an Incident Commander (IC) is appointed;
- Ensuring support to the IMS by offering equipment, staff and resources, as required;
- Ordering, coordinating and/or overseeing the evacuation of inhabitants considered to be in danger;
- Discontinuing utilities or services provided by public or private concerns, i.e., hydro, water, gas, closing down a shopping plaza/mall;
- Arranging for services and equipment from local agencies not under community control i.e., private contractors, industry, volunteer agencies, service clubs;
- Notifying, requesting assistance from and/or liaison with various levels of government and any public or private agencies not under community control, as considered necessary;
- Determining if additional volunteers are required and if appeals for volunteers are warranted;
- Determining if additional transport is required for evacuation or transport of persons and/or supplies;
- Ensuring that pertinent information regarding the emergency is promptly forwarded to the Emergency Information Coordinator and Citizen Inquiry Supervisor, for dissemination to the media and public;
- Determining the need to establish advisory groups and/or sub-committees/working groups for any aspect of the emergency including recovery;
- Authorizing expenditure of money required dealing with the emergency;
- Notifying the service, agency or group under their direction, of the termination of the emergency;
- Maintaining a log that outlines decisions made and actions taken, and submitting a summary of the log to the Chief Administrative Officer within one week of the termination of the emergency, as required;
- Participating in the debriefing following the emergency;
- Considering application for Municipal Disaster Recovery Assistance and make arrangements as required.

The MECG is NOT responsible for directing the actions of emergency responders on-scene – the Incident Commander in charge of the scene holds that responsibility. The MECG provides logistical support and coordination of resources for the Incident Commander.

The MECG members shall be appointed by Council through by-law and shall be municipal officials or employees.

The Township of Billings Municipal Emergency Control Group consists of:

- CAO/Clerk (EOC Commander/Alternate CEMC)
- Deputy Clerk (EIO/Communications/Liasson Officer)
- CEMC (Safety Officer)
- Mayor (Advisor)
- Deputy Mayor (Floater)
- Treasurer (Finance and Administration)
- Fire Chief (Incident Commander, On-Site Field Operations)
- Public Works Superintendent (Logistics, On-Site Field Operations)
- Deputy Fire Chief (On-Site Field Operations)

The MECG may function with only a limited number of persons depending upon the emergency, however, all members must be kept notified pursuant to the emergency notification procedures outlined in section 5.

The importance of accurate and detailed records pertaining to all decisions made and actions taken by the MECG cannot be understated. While the official recording responsibility resides with the appointed individual (see individual MECG responsibilities below), all members of the MECG shall keep notes detailing their actions during an emergency.

Training

1) It is an important requirement to have the members of the MECG trained to a level where each of the group members understands the role of their group position as well as the execution of the duties associated with those roles.

To meet this requirement the following group members shall take the following Emergency Management Ontario training courses:

CEMC/Alternate CEMC

- Basic Emergency Management
- Incident Management Systems (IMS) levels 100 and 200 (IMS 300 optional)
- Community Emergency Management Coordinator

Note: These courses are mandatory for the CEMC but highly recommended for the Alternate CEMC.

All other MECG members

- Basic Emergency Management.
- Introduction to Incident Management Systems (self study)

Note: These courses shall be taken within the first calendar year from the appointment to the position.

These training courses are offered at no cost by Emergency Management Ontario through self study or in-person or virtual training sessions.

2) Another MECG training requirement is an annual review of the following topics:

Township of Billings
Emergency Response Plan

- Knowledge of all of the components of the Municipal Emergency Management Program, including, but not limited to the municipal HIRA and Critical Infrastructure list;
- Knowledge of their municipality's Municipal Emergency Plan, including the roles and responsibilities, and those of organizations which may have a role in response;
- Knowledge of the procedures used to activate and operate under the Municipal Emergency Plan;
- Knowledge of the notification procedures used to notify members of the MCEG when the Municipal Emergency Plan is activated; and
- Knowledge of the location, communications infrastructure and technology in their municipal Emergency Operations Centre.
- Basic Knowledge of IMS operations

This training will be held in a review session prior to the annual training and table top exercise.

6.3 Operating Cycle

Once activated, the MCEG shall convene at regular intervals to inform each other of actions taken and problems encountered. The CAO/Clerk shall establish the frequency of meeting and agenda items. Meetings will be kept as brief as possible to allow members to carry out their individual responsibilities.

The Administrative Assistant shall maintain a status board and maps which will be prominently displayed and kept up to date throughout the duration of the emergency.

6.4 Emergency Management Program Committee (EMPC)

The Emergency Management Program Committee is a committee whose objective is to guide the development, implementation and maintenance of the municipality's emergency management program including the municipal emergency response plan, public education program, training, and exercises. The committee is also accountable for the annual review of the municipality's emergency management program.

Committee members shall include:

- CAO/Clerk
- Mayor (Co- chairperson)
- Deputy Mayor
- CEMC (Chairperson)
- Fire Chief
- Public Works Superintendent
- Deputy Fire Chief
- Alternate CEMC

The Committee Chair shall be responsible for:

- Establishing a regular meeting schedule
- Preparation of meeting agendas and minutes of meetings
- Facilitate meetings

Ensure completion of tasks by Committee members.

The members of the Emergency Management Program Committee shall:

- Attend regular meetings as scheduled and additional meetings as time permits
- Participate in discussion and planning and share in the workload of the Committee
- Provide expertise in their professional area of responsibility
- Provide regrets to the Chairperson if unable to attend
- Declare any Conflict of Interest in accordance with the Municipal Conflict of Interest Act and exclude themselves from any discussion and or voting where such a conflict exists or may exist

6.5 Individual Responsibilities of the MECG

Mayor

The Mayor, is responsible for:

- Providing overall leadership in responding to an emergency;
- Declaring an emergency within the designated area;
- Declaring that the emergency has terminated (NOTE: Council may also terminate an emergency);
- Notifying the Emergency Management Ontario of the declaration and termination of an emergency;
- Ensuring that members of Council are advised of the declaration and termination of an emergency and are kept informed during an emergency;
- Carrying out the duties of the Community Spokesperson as outlined in the Township's Emergency Information Plan;
- Maintaining a personal log of all actions taken.

CAO/Clerk

The CAO/Clerk becomes the Operations Officer for the Township of Billings and is responsible for:

- Chairing the MECG
- Activating the emergency notification system and ensuring all members of the MECG are notified;
- Notifying Ontario Emergency Management of the emergency
- Ensuring liaison with the Ontario Provincial Police regarding security arrangements for the EOC;
- Coordinating all operations within the EOC, including the scheduling of regular meetings;
- Advising the Mayor or designated alternate on policies and procedures, as appropriate;
- Approving, in conjunction with the Mayor, major announcements and media releases prepared by the Emergency Information Officer in consultation with the MECG;
- Ensuring that a communication link is established between the MECG and the Incident Commander;

- Calling out additional municipal staff and volunteers to provide assistance, as required;
- Maintaining a personal log of all actions taken.

Fire Chief

The Fire Chief is responsible for:

- Providing the MECG with information and advice on firefighting and rescue matters;
- Establishing an ongoing communications link with the senior fire official at the scene of the emergency;
- Informing the Mutual Aid Fire Coordinators and/or initiating mutual aid arrangements for the provision of additional firefighters and equipment, if needed;
- Determining if additional or special equipment is needed and recommending possible sources of supply (*e.g.*, breathing apparatus, protective clothing);
- Providing assistance to other departments and agencies and being prepared to take charge of or contribute to non-firefighting operations if necessary (*e.g.*, rescue, first aid, casualty collection, evacuation)
- Providing an Incident Commander, if required;
- Maintaining a personal log of all actions taken.

CEMC

The CEMC is responsible for:

- Activating and arranging the EOC;
- Ensuring that security is in place for the EOC and registration of MECG members;
- Ensuring that all members of the MECG have necessary plans, resources, supplies, maps and equipment;
- Providing advice and clarifications about the implementation details of the Emergency Response Plan;
- Ensuring liaison with community support agencies (St. John Ambulance, Red Cross, *etc.*);
- Ensuring that the operating cycle is met by the MECG and related documentation is maintained and kept for future reference;
- Addressing any action items that may result from the activation of the Emergency Response Plan and keep MECG informed of implementation needs;
- Maintaining records and logs for the purpose of debriefing and post-emergency reporting that will be prepared;
- Maintaining a personal log of all actions taken

Public Works Superintendent

The Public Works Superintendent is responsible for:

- Providing the MECG with information and advice on engineering and public works matters;
- Depending on the nature of the emergency, assigning the Incident Commander and informing the MECG;

- Establishing an ongoing communications link with the senior public works official at the scene of the emergency;
- Ensuring liaison with the public works representative from the neighboring community to ensure a coordinated response;
- Ensuring provision of engineering assistance;
- Ensuring construction, maintenance and repair of town roads;
- Ensuring the maintenance of sanitary sewage and water systems;
- Providing equipment for emergency pumping operations;
- Ensuring liaison with the Fire Chief concerning emergency water supplies for firefighting purposes;
- Providing emergency potable water, supplies and sanitation facilities to the requirements of the Medical Officer of Health;
- Discontinuing any public works service to any resident, as required, and restoring these services when appropriate;
- Ensuring liaison with utilities companies to disconnect any service representing a hazard and /or to arrange for the provision of alternate services or functions;
- Providing public works vehicles and equipment as required by any other emergency services;
- Maintaining a personal log of all actions taken.

Emergency Information Officer (EIO)

The Emergency Information Officer is responsible for the following:

- Establishing a communication link with the Community Spokesperson and any other media coordinator(s) (i.e., Provincial, Federal, private industry, etc.) involved in the emergency, ensuring that all information released to the media and public is timely, full and accurate;
- Ensuring that the Emergency Information Centre (EIC) is set up and staffed;
- Ensuring coordination with the MECG to obtain up-to-date information for media releases, coordinate individual interviews and organize press conferences;
- Ensuring that the following are advised of the telephone number of the media centre:
 - Media
 - MECG
 - Police Public Relations Officer
 - Neighbouring Communities
 - Any other appropriate persons, agencies or businesses;
- Providing direction and regular updates to the mayor, to ensure that the most accurate and up-to-date information is disseminated to the public;
- Ensuring that the media releases are approved by the CAO (in consultation with the Mayor) prior to dissemination;
- Distribution of hard copies of media releases to the EIC, the MECG, Community Spokesperson and other key persons handling inquiries from the media;
- Monitoring news coverage, and correcting any erroneous information;

- Maintaining copies of media releases and newspaper articles pertaining to the emergency;
- Will make contact with the ARES to make them aware of the emergency situation and coordinate their support. (See below)
- Making arrangements to acquire additional communications resources during an emergency.
- Maintaining a personal log of all actions taken.

The ARES is a volunteer group which is sometimes referred to as the Telecommunications Coordinator, who coordinates amateur radio in the Manitoulin area. They are prepared to establish emergency radio communications between Manitoulin hospitals, and to supplement municipal communications resources. An ARES control station will be activated at the Manitoulin OPP headquarters in a major emergency at their request. ARES is responsible for:

- Activating the Emergency Notification System of the local amateur radio operators' group;
- Maintaining an inventory of community and private sector communications equipment and facilities within the community, which could in an emergency, be used to augment existing communications systems;
- Making arrangements to acquire additional communications resources during an emergency.

Deputy Fire Chief

The Senior member of the Fire Department is responsible for:

- Assisting the Fire Chief;
- Providing the MCEG with information and advice on firefighting and rescue matters;

6.6 Responsibilities of Support Staff and Outside Agencies

Police

The Ontario Provincial Police are responsible for:

- Depending on the emergency, establishing an Incident Command post with communications to the EOC and assigning an Incident Commander;
- Providing a representative for the EOC, evacuee centers and other facilities, as required;
- Establishing the inner perimeter within the emergency area;
- Establishing the outer perimeter in the vicinity of the emergency to facilitate the movement of emergency vehicles, and restrict access to all but essential emergency personnel;
- Providing traffic control staff to facilitate the movement of emergency vehicles;
- Alerting persons endangered by the emergency and coordinating evacuation procedures;
- Ensuring the protection of life and property and the provision of law and order;

- Notifying the coroner of fatalities;
- Ensuring liaison with other community, provincial and federal police agencies, as required.

District Social Services

Manitoulin-Sudbury District Services are responsible for:

- Ensuring the well-being of residents who have been displaced from their homes by arranging emergency lodging, clothing, feeding, and registration and inquires and personal services;
- Supervising the opening and operation of temporary and/or long-term evacuee centers and ensuring they are adequately staffed;
- Ensuring liaison with the police with respect to the pre-designation of evacuee centers which can be opened on short notice;
- Liaising with Medical Officer of Health on areas of mutual concern regarding operations in evacuee centers;
- Ensuring that a representative of the Rainbow District Board of Education is notified which facilities are required as evacuee reception centers, and that staff and volunteers utilizing the school facilities take direction from Board representatives with respect to their maintenance, use and operation;
- Ensuring liaison with Manitoulin Lodge and Centennial Manor as required.

Medical Officer of Health

Medical Officer of Health is responsible for:

- Acting as a coordinating link for all emergency health services at the MCEG;
- Ensuring liaison with the Ontario Ministry of Health and Long-term Care, Public Health branch;
- Depending on the nature of the emergency, assigning an Incident Commander and notifying the MCEG;
- Establishing an ongoing communications link between the senior health official at the scene of the emergency and the EOC;
- Ensuring liaison with the ambulance service representatives;
- Providing advice on any matters which may adversely affect public health;
- Providing authoritative instructions on health and safety matters to the public through the Emergency Information Officer;
- Coordinating the response to disease-related emergencies or anticipated emergencies such as epidemics, according to the Ministry of Health and Long-term Care policies;
- Ensuring coordination of care of bed-ridden citizens and invalids at home and in evacuee centers during an emergency.
- Ensuring liaison with voluntary and private agencies, as required, for augmenting and coordinating public health resource;
- Ensuring coordination of all efforts to prevent and control the spread of disease during an emergency;

- Notifying the Public Works Superintendent regarding the need for potable water supplies and sanitation facilities;
- Ensuring liaison with District Social Services representatives on areas of mutual concern regarding health services in evacuee centers;
- Providing support activities as required, such as:
- Provide public health information, advice and direction to the community and to the MCEG;

Other Duties may also include:

- Institute control measures, where necessary, regarding communicable diseases including immunization, isolation and quarantine;
- Distribute surveillance system tools for tracking cases, controls, quarantined people, *etc.*;
- Monitor food distribution to ensure a safe food supply;
- Monitor drinking water supplies to ensure a safe water supply;
- Recommend specific responses to conditions that could affect the health of the community;
- Coordinate efforts to control the spread of disease;
- Provide direction on pest control, disinfection procedure and personal sanitation;
- Coordinate the response to disease-related emergencies (epidemics);
- Communicate information regarding the health effects of exposure to toxic chemicals, emerging infectious diseases, chronic diseases and environmental hazards;
- Take the lead in communicating to the community any health-related issues with respect to the emergency or disaster;
- Respond to health-related issues associated with acts of bioterrorism in conjunction with First Responders (fire, police, EMS);
- Ensure the proper storage of human remains to prevent the spread of diseases;
- Provide direction on the disposal of solid waste and sewage as required.

Emergency Medical Services (EMS)

The Emergency Medical Service is responsible for:

- Ensuring emergency medical services at the emergency site;
- Establishing an ongoing communications link between the senior EMC official at the emergency site and the EOC;
- Obtaining EMS from other municipalities for support, if required;
- Ensuring triage at the emergency site;
- Advising the MCEG if other means of transportation are required for large-scale response;
- Ensuring liaison with the receiving hospitals;
- Enduring liaison with the Medical Office of Health, as required.

Rainbow District School Board

The Rainbow District School Board is responsible for:

- Providing any school for use as an evacuation or reception centre and a representative(s) to coordinate the maintenance, use and operation of the facilities being utilized as evacuation or reception centers;
- Ensuring liaison with the MECG as to protective actions for the schools (*i.e.*, implementing school stay-in-place procedures and implementing the school evacuation procedure).

Hydro One

Hydro One is responsible for:

- Monitoring the status of power outages and customers without services;
- Providing updates on power outages, as required;
- Ensuring liaison with the Public Works Superintendent;
- May provide assistance with accessing generators or other temporary power measures for essential services.

Manitoulin Health Centre Administration

Manitoulin Health Centre Administration is responsible for:

- Implementing the hospital emergency plan;
- Ensuring liaison with the Medical Officer of Health and EMS with respect to hospital and medical matters, as required;
- Evaluating requests for the provision of medical site teams and medical triage teams;
- Ensuring liaison with the Ministry of Health and Long-term Care, as required.

Other Agencies

In an emergency, many other agencies may be required to work with the MECG including Emergency Management Ontario, industry, volunteer groups, and provincial ministries.

7. Incident Command

An Incident Commander will be assigned as appropriate by the lead agency for the emergency. A Senior Representative for each emergency responder (police, fire, EMS, public works) at the site will consult with the Incident Commander to offer a coordinated and effective response. Regular briefings will be held at the site and chaired by the Incident Commander to establish the manner and process to the emergency.

8.0 Emergency Telecommunications Plan

Upon implementation of the Emergency Response Plan, it will be important to ensure that communications are established between the emergency site and the EOC. Communications may also be required at various other locations such as evacuation centers, hospitals and other key responding agencies.

An emergency communications centre will be established within the EOC and will be equipped with the necessary equipment/personnel to communicate with police, fire, EMS and the Ontario Fire Marshall.

Primary communications shall be by telephone or cellular phone. The ARES Emergency Communications Plan Manitoulin – North Shore Area will be activated when an emergency is declared (or a potential emergency identified) as backup and supplement to primary communications. The Corporation of the Township of Billings Emergency Response Plan November 2019

8.1 Public Emergency Notifications

The notification to the public of potential emergency situations or information of events that have already occurred will be done utilizing the follow formats:

- PEOC- Provincial
- 2) Emergency Alert-Regional
- 211 Ontario-Public emergency information

9.0 Distribution List

Copy #	Position	Location/Recipient	Date of Issue
1	CEMC	Arthur Moran	
2	Alt/CEMC	Véronique Dion	
3	Mayor	Bryan Barker	
4	Deputy Mayor	David Hillyard	
5	Councillor	Michael Hunt	
6	Councillor	Ian Anderson	
7	Councillor	Vince Grogan	
8	PW Superintendent	Chris Cyr	
9	Fire Chief	Martin Connell	
10	Senior Member of the Fire Department	Jim Chambers	
11	Emergency Information Officer	Tiana Mills	
12	Helen Wall	OPP	
13	Rhonda McCauly	DSB	
14	TBD	PHSD	
15	Sarah Jacobs	EMO Field Officer	
16			
17			



COUNCIL REPORT

Department: Administration

Date: September 17, 2024

Report Number: CAO-2024-09-12

File: Internet Service for the Township Office

Attachment: Starlink Quote

Recommendation: THAT the Township of Billings Council hereby receives for information report CAO-2024-09-12 AND directs staff to obtain Starlink internet services for the Township Office.

Background:

The current internet at the Township Office is unreliable with multiple drops per day. Most of municipal work today requires reliable internet as many of our programs are based on Cloud services or are run through internet programs, which means a drop will bring administrative work to a halt until such time as internet is restored. Dropped conferences, zoom calls, failed payment transactions and document crashing are a few examples of the disruptions to staff. The drops in services happen multiple times per day and can be short but often last for up to 15 minutes or more.

Discussion:

Dropped services are costly to the Township in lost time for staff work therefore administration is proposing obtaining Starlink internet which offers reliable high-speed internet.

Financial Impacts:

Initial cost of \$945.81 to obtain hardware and first month of service.

Ongoing monthly service charge \$185.00.

Alignment to Strategic Plan:

Improve digital connectivity and technical services to strengthen citizen interaction and to increase capacity to deliver services in an accessible format.

Alignment to the CEEP:

None.

Respectfully Submitted By:

Veronique Dion, CAO/Clerk

Reviewed By:

Veronique Dion, CAO/Clerk

ORDER STARLINK

15 Old Mill Rd, Billings, ON P0P 1J0, Canada

Ships in 1-2 weeks. No contracts. 30-day trial.

Please note Flat HP does not include a router.

- ▶ [Contact sales](#)
- ▶ [Product & Service Overview](#)
- ▶ [Need additional help?](#)

[Request invoiced billing](#)

HARDWARE i

FLAT HIGH PERF.
\$3,170

STANDARD
\$499

OPTIONAL ACCESSORIES i

PIVOT MOUNT
\$115

WALL MOUNT
\$105

PIPE ADAPTER
\$64

45M CABLE
\$165

SERVICE i

PRIORITY - 40GB
\$185

PRIORITY - 1TB
\$320

PRIORITY - 2TB
\$635

\$185/mo for service and \$769 for hardware.

Service i

\$185.00/mo

Service Tax

\$24.05/mo

Hardware

\$769.00

Shipping & Handling

\$68.00

Tax

\$108.81

DUE TODAY

\$945.81



www.on.legion.ca

The Royal Canadian Legion Ontario Command

“Military Service Recognition Book”

Dear Sir/Madam:

Thank you for your interest in **The Royal Canadian Legion Ontario Command**, representing **Ontario’s Veterans**. Please accept this written request for your support, as per our recent telephone conversation.

The Royal Canadian Legion Ontario Command is very proud to be once again printing over **10,000 copies** of our **12TH annual “Military Service Recognition Book”**, scheduled for release by October 2025. This unique remembrance publication recognizes and honours our Province's Veterans and helps us fulfill the Legion's role as the **“Keepers of Remembrance”**. Proceeds raised from this annual appeal are also used to support Veterans Transition Programs to help modern day Veterans that suffer from PTSD and other challenges.

The Legion is recognized as one of Canada’s largest Veterans Support Organizations and we are an integral part of the communities we serve. This project helps ensure the Legion’s continued success. We would like to have your organization's support for this Remembrance project by sponsoring an advertisement space in our **“Military Service Recognition Book.”**

Please find enclosed a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact **Ontario Command Campaign Office** toll free at **1-855-241-6967**.

Thank you for your consideration and/or support.

Sincerely,

Derek Moore
President



www.on.legion.ca

The Royal Canadian Legion Ontario Command

“Military Service Recognition Book”

Advertising Prices

<u>Ad Size</u>	<u>Cost</u>		<u>HST</u>		<u>Total</u>
Full Colour Outside Back Cover	\$2,579.65	+	\$335.35	=	\$2,915.00
Inside Front/Back Cover (Full Colour)	\$2,243.36	+	\$291.64	=	\$2,535.00
2 Page Spread (Full Colour)	\$3,588.50	+	\$466.50	=	\$4,055.00
Full Page (Full Colour) 7" X 9.735"	\$1,765.49	+	\$229.51	=	\$1,995.00
½ Page (Full Colour) 7" X 4.735"	\$969.03	+	\$125.97	=	\$1,095.00
¼ Page (Full Colour) 3.375" X 4.735"	\$575.22	+	\$74.78	=	\$650.00
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H.S.T. Registration # 10686 2824 RT0001

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Ontario Command
(RCL ON)
(Campaign Office)
P O Box 8055, Station T CSC
Ottawa, ON K1G 3H6





THE ROYAL CANADIAN LEGION *ONTARIO COMMAND*

DEAR VALUED SUPPORTER

Thank you for your pledge to the “Military Service Recognition Book”, a project of The Royal Canadian Legion, Ontario Command.

This annual publication helps identify and recognize many of the Veterans of Ontario who served their country. As “Keepers of Remembrance”, The Royal Canadian Legion strives to perpetuate the sacrifices that our soldiers and their families made for our freedom. The Military Service Recognition Book serves as a reminder for generations to come, of the contributions our veterans made to the creation of our nation and the continuance of Canada as a protector of freedom.

Our organization is Canada’s largest Veterans organization dedicated to serving them through advocacy, emergency assistance and providing free of charge assistance with pension applications. We are not affiliated with any level of government, nor do we receive funding from any level of government. Branches rely on membership dues, fundraising activities and donations. In Ontario we have over 390 branches with over 200 Ladies’ Auxiliaries made up of over 91,000 men and women. Together they support their communities through countless hours of volunteer work to support sponsorships of youth activities such as track and field, soccer, hockey, Cadets, Boy Scouts and Girl Guides. Branches award over \$815,000 each year in grants from poppy funds to ex-service and still serving personnel and/or their dependents.

With the support of our Branches and Ladies’ Auxiliaries our Command disburses over \$620,000 each year through our Charitable Foundation to Hospitals, Long Term Care Homes and Volunteer Fire Services for much needed medical equipment and over \$200,000 in bursary awards to deserving students.

Your support for this project helps support Veteran Transition Programs of the Royal Canadian Legion, Ontario Command.

Please Note: The Royal Canadian Legion Ontario Command is a non-profit association, but not a registered charitable organization, therefore a tax receipt will not be issued.

There will be over 10,000 hard copies of this book printed and distributed free of charge in our communities throughout Ontario. Copies will be given by branches to public schools and libraries which can be used as a teaching tool. An electronic version of our publication will also be posted on our website www.on.legion.ca.

Again thank you for your sponsorship and support of this very worthwhile project.

Yours sincerely,

Derek Moore
President
Ontario Command



**TOWNSHIP OF
BRUDENELL, LYNDOCH AND RAGLAN**

42 Burnt Bridge Road, PO Box 40
Palmer Rapids, Ontario K0J 2E0
TEL: (613) 758-2061 · FAX: (613) 758-2235

September 5, 2024

Re: Sustainable Funding for OPP Small Rural Municipalities

Please be advised that at their last Regular Meeting of Council on Wednesday September 4th, 2024, the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan supported the following resolution:

Resolution # 2024-09-04-09

Moved By: Councillor Banks

Seconded by: Councillor Quade

“Be It Resolved that Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan does hereby endorse the letter from the Municipality of Tweed and request the Government to immediately implement sustainable funding for small rural municipalities by reabsorbing the cost of the Ontario Provincial Police Force back into the provincial budget with no cost recovery to municipalities and;

Furthermore, that a copy of the resolution be circulated to Premier Doug Ford, Minister of Solicitor General, Minister of Finance, the Association of Municipalities of Ontario and all Municipalities in Ontario.”

CARRIED.

Sincerely,

Tammy Thompson

Deputy Clerk



The Corporation of the Township of Terrace Bay

P.O. Box 40, 1 Selkirk Avenue, Terrace Bay, ON, P0T 2W0
Phone: (807) 825-3315 Fax: (807) 825-9576

July 10, 2024

Municipality of Tweed
255 Metcalf St
Tweed, Ontario
K0K 3J0

At the Township of Terrace Bay Regular Council Meeting held on Tuesday July 2, 2024, the following resolution was passed.

Re: Sustainable Funding for OPP small rural municipalities

Resolution: 207-2024
Moved by: Councillor Gary Adduono
Seconded by: Councillor Rick St. Louis

WHEREAS it is apparent that the Ontario Government has overlooked the needs of small rural Ontario; **AND**

WHEREAS Ontario's small rural municipalities face insurmountable challenges to fund both upfront investments and ongoing maintenance of their capital assets including roads, bridges, water/wastewater and municipally owned buildings including recreational facilities, libraries and other tangible capital assets:

AND WHEREAS small rural Ontario's operating needs consume the majority of property tax revenue sources; **AND WHEREAS** small rural municipalities (of 10,000 people or less) are facing monumental infrastructure deficits that cannot be adequately addressed through property tax revenue alone; ***AND**

WHEREAS in 2015 the provincial government moved to standardized billing for all non-contract D.P.P. (5.1) locations; **AND WHEREAS** the Ontario Government has committed \$9.1 billion to Toronto alone to assist with operating deficits and the repatriation of the Don Valley and Gardner Expressway; and \$534 million to Ottawa for the repatriation of Hwy 174; **AND WHEREAS** the annual cost of the Ontario Provincial Police, Municipal Policing Bureau for small rural non-contract (5.1) municipalities is approximately \$428 million;

AND WHEREAS this annual cost is significantly less than the repatriation costs of the Gardiner Express Way, the Don Valley Parkway and Highway 174 (Ottawa Region) but provides a greater impact to the residents of the Province overall; **AND WHEREAS** this will afford relief to small rural municipalities for both infrastructure and operating needs while having a minimal impact on the provincial budget; **NOW**

THEREFORE BE IT RESOLVED THAT The Municipality of Tweed call on the Ontario Government to immediately implement sustainable funding for small rural municipalities by reabsorbing the cost of the Ontario Provincial Police Force back into the provincial budget with no cost recovery to municipalities:



The Corporation of the Township of Terrace Bay

P.O. Box 40, 1 Selkirk Avenue, Terrace Bay, ON, P0T 2W0
Phone: (807) 825-3315 Fax: (807) 825-9576

AND FURTHER, that Council direct staff to circulate this resolution to Premier Doug Ford (premier@ontario.ca), Minister of Solicitor General, Minister of Finance, MPP for Thunder bay-Superior North, Lise Vaugeois and to the Association of Municipalities of Ontario (amo@amo.on.ca) and at Municipalities of Ontario.

Sincerely,

J. Hall
Chief Administration Officer/Clerk

Township of Billings
Accounts for Payment Aug 27, 2024 to Sep 10, 2024

Direct Deposit No.	Transaction Typ	Payee	Direct Deposit Da	Amount	Description
DD2837 - DD855	Payroll	Identifiable Individuals	Aug 28, 2024	25,576.64	Payroll
VP288	Payment	Encompass IT	Aug 27, 2024	33.62	IT Support
VP289	Payment	Identifiable Individual	Aug 27, 2024	1,051.43	Travel - Prof. Dev.
VP290	Payment	Deluxe Canada	Aug 28, 2024	295.81	Office Supplies
VP292	Payment	Identifiable Individual	Sep 03, 2024	268.68	Reimbursement
VP293	Payment	Farquhar Dairies Ltd.	Sep 03, 2024	820.50	Supplies - Marina
VP294	Payment	Identifiable Individual	Sep 03, 2024	498.32	Health & Safety
VP295	Payment	Local Authority Services	Sep 03, 2024	1,898.74	Maintenance
VP296	Payment	Island Heating Air Conditioning	Sep 04, 2024	3,017.10	Maintenance
VP297	Payment	UCCM Castle Building Supplies	Sep 04, 2024	587.77	Maintenance
VP298	Payment	Technical Standards & Safety Authc	Sep 04, 2024	448.00	Fees & Licenses - Marina
VP299	Payment	Realtax Inc.	Sep 05, 2024	1,017.00	Fees for Tax Sale Listing (billed back to Property Owner)
VP300	Payment	Identifiable Individual	Sep 05, 2024	1,260.00	Contract Service
VP302	Payment	Make-Way Environmental Technolo	Sep 06, 2024	542.06	Maintenance - Water
VP303	Payment	J K Automotive	Sep 06, 2024	2,220.45	Vehicle Maint - PW
VP304	Payment	Encompass IT	Sep 06, 2024	369.79	IT Support
VP321	Payment	Pollard Distribution Inc	Sep 10, 2024	11,714.74	Roads
8455	Chq	Connie Kiviaho	Sep 03, 2024	135.60	Supplies - Marina
8456	Chq	Mindemoya Home Hardware	Sep 04, 2024	112.99	Maintenance
8457	Chq	Bridal Veil Variety	Sep 04, 2024	128.92	Fuel - Fire
Preauth Pmts	Preauth Pmt	Bell Mobility	Aug 28, 2024	449.51	Telephone
Preauth Pmts	Preauth Pmt	Canada Life - RRSPs	Sep 05, 2024	778.28	Employee Benefit
Preauth Pmts	Preauth Pmt	Canada Life - RRSPs	Sep 05, 2024	778.28	Employee Benefit
Preauth Pmts	Preauth Pmt	Manulife	Sep 10, 2024	5,463.46	Employee Benefit
Preauth Pmts	Preauth Pmt	McDougal Fuels	Sep 03, 2024	5,848.88	Fuel - Marina
Preauth Pmts	Preauth Pmt	OCWA	Sep 10, 2024	10,948.00	Maintenance - Water
Preauth Pmts	Preauth Pmt	Wells Fargo	Sep 03, 2024	108.01	Telephone
Preauth Pmts	Preauth Pmt	Esso	Sep 06, 2024	978.80	Fuel - PW
Preauth Pmts	Preauth Pmt	OMERS	Sep 03, 2024	1,649.50	Employee Benefit
	Bank Charges	AMEX	Sep 10, 2024	16.68	Bank Charges
		Debit	Sep 10, 2024	25.25	Bank Charges
		Mastercard	Sep 10, 2024	389.46	Bank Charges
		VISA	Sep 10, 2024	438.67	Bank Charges
		Moneris	Sep 10, 2024	146.78	Bank Charges

Total **\$ 54,441.08**

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

BY-LAW NUMBER 2024-51

A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF BILLINGS TO AUTHORIZE THE BORROWING UPON AMORTIZING DEBENTURES IN THE PRINCIPAL AMOUNT OF \$425,000.00 TOWARDS THE COST OF THE OLD MILL ROAD BRIDGE.

WHEREAS subsection 401 (1) of the *Municipal Act, 2001*, as amended (the “**Act**”) provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

AND WHEREAS subsection 408 (2.1) of the Act provides that a municipality may issue a debenture or other financial instrument for long-term borrowing only to provide financing for a capital work;

AND WHEREAS the Council of The Corporation Of The Township Of Billings (the “**Municipality**”) has passed the By-law(s) enumerated in column (1) of Schedule “A” attached hereto and forming part of this By-law to authorize the capital work(s) described in column (2) of Schedule “A” (the “**Capital Work(s)**”), to authorize the long-term borrowing from Ontario Infrastructure and Lands Corporation (“**OILC**”) in respect of the Capital Work(s) and to confirm, ratify and approve the execution by the Treasurer of the application to OILC for financing the Capital Works (the “**Application**”) and the submission by such authorized official of the Application; and to execute and deliver to OILC the rate offer letter agreement in respect of such long-term borrowing for the Capital Works;

AND WHEREAS before authorizing the Capital Work(s) and before authorizing any additional cost amount and any additional debenture authority in respect thereof (if any) the Council of the Municipality had its Treasurer calculate an updated limit in respect of its most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing in accordance with the applicable regulation and, prior to the Council of the Municipality authorizing the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), the Treasurer determined that the estimated annual amount payable in respect of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), would not cause the Municipality to exceed the updated limit and that the approval of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), by the Ontario Land Tribunal pursuant to such regulation was not required;

AND WHEREAS the Municipality has submitted (“the **Application**”) to OILC and the Application has been approved;

AND WHEREAS to provide long-term financing for the Capital Work(s), it is now deemed to be expedient to borrow money by the issue of amortizing debentures in the aggregate principal amount of \$425,000.00 dated October 01, 2024 and maturing on October 01, 2029, and payable in monthly instalments of combined principal and interest on the first

day of November 2024 and on the first day of each month thereafter in each of the years 2024 to 2029 commencing November 1, 2024, both inclusive on the terms hereinafter set forth;

NOW THEREFORE THE COUNCIL OF The Corporation Of The Township Of Billings ENACTS AS FOLLOWS:

1. That for the Capital Works, the borrowing upon the credit of the Municipality at large of the aggregate principal amount of \$425,000.00 and the issue of amortizing debentures therefor to be repaid in monthly instalments of combined principal and interest as hereinafter set forth, are hereby authorized.
2. The Mayor and the Treasurer of the Municipality are hereby authorized to cause any number of amortizing debentures to be issued for such amounts of money as may be required for the Capital Work(s) in definitive form, not exceeding in total the said aggregate principal amount of \$425,000.00 (the "**Debentures**"). The Debentures shall bear the Municipality's municipal seal and the signatures of Mayor and the Treasurer of the Municipality, all in accordance with the provisions of the Act. The municipal seal of the Municipality and the signatures referred to in this section may be printed, lithographed, engraved or otherwise mechanically reproduced. The Debentures are sufficiently signed if they bear the required signatures and each person signing has the authority to do so on the date he or she signs.
3. The Debentures shall be in fully registered form as one or more certificates in the aggregate principal amount of \$425,000.00, in the name of OILC, or as OILC may otherwise direct, substantially in the form attached as Schedule "B" hereto and forming part of this By-law with provision for payment of principal and interest (other than in respect of the final payment of principal and outstanding interest on maturity upon presentation and surrender) by pre-authorized debit in respect of such principal and interest to the credit of such registered holder on such terms as to which the registered holder and the Municipality may agree.
4. In accordance with the provisions of section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011*, as amended from time to time hereafter, the Municipality is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding any amounts that the Municipality fails to pay OILC on account of any unpaid indebtedness of the Municipality to OILC under the Debentures and to pay such amounts to OILC from the Consolidated Revenue Fund.
5. The Debentures shall all be dated October 01, 2024, and as to both principal and interest shall be expressed and be payable in lawful money of Canada. The Debentures shall bear interest at the rate of 3.44% per annum and mature during a period of 5 year(s) years from the date thereof payable monthly in arrears as described in this section. The Debentures shall be paid in full by October 01, 2029 and be payable in equal monthly instalments of combined principal and interest on the first day of November 2024 and the first day of each month thereafter in each of the years 2024 to 2029 commencing November 1, 2024, both inclusive, save and except for the last instalment which may vary slightly from the preceding equal

instalments, as set forth in Schedule "C" attached hereto and forming part of this By-law ("**Schedule "C"**").

6. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**") and if any date for payment is not a Business Day, payment shall be made on the next following Toronto Business Day.
7. Interest shall be payable to the date of maturity of the Debentures and on default shall be payable on any overdue amounts both before and after default and judgment at a rate per annum equal to the greater of the rate specified on the Schedule as attached to and forming part of the Debentures for such amounts plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amounts become overdue for so long as such amounts remain overdue and the Municipality shall pay to the registered holders any and all costs incurred by the registered holders as a result of the overdue payment. Any amounts payable by the Municipality as interest on overdue principal or interest and all costs incurred by the registered holders as a result of the overdue payment in respect of the Debentures shall be paid out of current revenue. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular monthly interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.

"**Prime Rate**" means, on any day, the annual rate of interest which is the arithmetic mean of the prime rates announced from time to time by the following five major Canadian Schedule I banks, as of the issue date of the Debentures: Royal Bank of Canada; Canadian Imperial Bank of Commerce; The Bank of Nova Scotia; Bank of Montreal; and The Toronto-Dominion Bank (the "**Reference Banks**") as their reference rates in effect on such day for Canadian dollar commercial loans made in Canada. If fewer than five of the Reference Banks quote a prime rate on such days, the "**Prime Rate**" shall be the arithmetic mean of the rates quoted by those Reference Banks.

8. In each year in which a payment of equal monthly instalments of combined principal and interest becomes due in respect of the Capital Work(s) including the last 'non-equal' instalment, there shall be raised as part of the Municipality's general levy the amounts of principal and interest payable by the Municipality in each year as set out in Schedule "C" to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality.
9. The Debentures may contain any provision for their registration thereof authorized by any statute relating to municipal debentures in force at the time of the issue thereof.
10. The Municipality shall maintain a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of the

cancellations, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.

11. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of the Debentures as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the amount or amounts so paid. When a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.
12. The Debentures will be transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, the Mayor and the Treasurer shall issue and deliver a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.
13. The Mayor and the Treasurer shall issue and deliver new Debentures in exchange or substitution for Debentures outstanding on the registry with the same maturity and of like form which have become mutilated, defaced, lost, subject to a mysterious or unexplainable disappearance, stolen or destroyed, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case when a Debenture is mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.
14. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of this By-

law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.

15. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange; and (d) in the case of a transfer, enter in the registry particulars of the registered holder as directed by the transferor.
16. Reasonable fees in respect of the Debentures, in the normal course of business, other than reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed and for the replacement of any of the principal and interest cheques (if any) that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed may be imposed by the Municipality. When new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder.
18. The Mayor and the Treasurer are hereby authorized to cause the Debentures to be issued, one or more of the Clerk and Treasurer are hereby authorized to generally do all things and to execute all other documents and other papers in the name of the Municipality in order to carry out the issue of the Debentures and the Treasurer is authorized to affix the Municipality's municipal seal to any of such documents and papers.
19. The money received by the Municipality from the sale of the Debentures to OILC, including any premium, and any earnings derived from the investment of that money, after providing for the expenses related to their issue, if any, shall be apportioned and applied to the Capital Work(s) and to no other purpose except as permitted by the Act.
20. Subject to the Municipality's statement of investment policies and goals, the applicable legislation and the terms and conditions of the Debentures, the Municipality may, if not in default under the Debentures, at any time purchase any of the Debentures in the open market or by tender or by private contract at any price and on such terms and conditions (including, without limitation, the manner by which any

tender offer may be communicated or accepted and the persons to whom it may be addressed) as the Municipality may in its discretion determine.

21. This By-law takes effect on the day of passing.

By-law read a first and second time this 17th day of September, 2024

By-law read a third time and finally passed this 17th day of September, 2024

Bryan Barker
Mayor

Veronique Dion
CAO/Clerk

The Corporation Of The Township Of Billings

Schedule "A" to By-law Number 2024-51

(1)	(2)	(3)	(4)	(5)	(6)
By-law	Project Description	Approved Amount to be Financed Through the Issue of Debentures	Amount of Debentures Previously Issued	Amount of Debentures to be Issued	Term of Years of Debentures
2024-42	Old Mill Road Bridge	\$425,000.00	\$0.00	\$425,000.00	5 year(s)

Schedule “B” to By-law Number 2024-51

No. 2024-51

\$425,000.00

C A N A D A
Province of Ontario
The Corporation Of The Township Of Billings

FULLY REGISTERED 3.44% AMORTIZING DEBENTURE

The Corporation Of The Township Of Billings (the “Municipality”), for value received, hereby promises to pay to

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (“OILC”)

or registered assigns, subject to the Conditions attached hereto which form part hereof (the “Conditions”), upon presentation and surrender of this debenture (or as otherwise agreed to by the Municipality and OILC) by the maturity date of this debenture (October 01, 2029), the principal amount of

Four Hundred Twenty Five Thousand Dollars

----- (\$425,000.00) -----

by equal monthly instalments of combined principal and interest on the first day of November 2024 and the first day of each month thereafter in each of the years 2024 to 2029 commencing November 1, 2024, both inclusive, save and except for the last instalment which may vary slightly from the preceding equal instalments, in the amounts set forth in the attached Amortizing Debenture Schedule (the “Amortization Schedule”) and subject to late payment interest charges pursuant to the Conditions, in lawful money of Canada. Subject to the Conditions: interest shall be paid until the maturity date of this debenture, in like money in monthly payments from the closing date (October 01, 2024), or from the last date on which interest has been paid on this debenture, whichever is later, at the rate of 3.44% per annum, in arrears, on the specified dates, as set forth in the Amortization Schedule; and interest shall be paid on default at the applicable rate set out in the Amortization Schedule both before and after default and judgment. The payments of principal and interest and the outstanding amount of principal in each year are shown in the Amortization Schedule.

The Municipality, pursuant to section 25 of the Ontario Infrastructure and Lands Corporation Act, 2011 (the “OILC Act, 2011”) hereby irrevocably agrees that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding any amounts that the Municipality fails to pay OILC on account of any unpaid indebtedness under this debenture, and to pay such amounts to OILC from the Consolidated Revenue Fund.

This debenture is subject to the Conditions.

DATED at The Corporation Of The Township Of Billings as at the 1st day of October, 2024.

IN TESTIMONY WHEREOF and under the authority of By-law Number 2024-51 of the Municipality duly passed on the 17th day of September, 2024 (the "By-law"), this debenture is sealed with the municipal seal of the Municipality and signed by the Mayor and by the Treasurer thereof.

Date of Registration: October 01, 2024

[INTD: SIGNATURE NOT REQUIRED ON FORM OF CERTIFICATE]

[INTD: SIGNATURE NOT REQUIRED ON FORM OF CERTIFICATE]

Bryan Barker, Mayor

[SEAL] _____
Harmony Hancock, Treasurer

OILC hereby agrees that the Minister of Finance is entitled to exercise certain rights of deduction pursuant to section 25 of the OILC Act, 2011 as described in this debenture.

Ontario Infrastructure and Lands Corporation

by: _____
Authorized Signing Officer

by: _____
Authorized Signing Officer

LEGAL OPINION

We have examined the By-law of the Municipality authorizing the issue of amortizing debentures in the aggregate principal amount of \$425,000.00 dated October 01, 2024 and maturing on October 01, 2029 payable in equal monthly instalments of combined principal and interest on the first day of November 2024 and the first day of each month thereafter in each of the years 2024 to 2029 commencing November 1, 2024, both inclusive, save and except for the last instalment which may vary slightly from the preceding equal instalments as set out in Schedule "C" to the By-law.

In our opinion, the By-law has been properly passed and is within the legal powers of the Municipality. The debenture issued under the By-law in the within form (the "**Debenture**") is the direct, general, unsecured and unsubordinated obligation of the Municipality. The Debenture is enforceable against the Municipality subject to the special jurisdiction and powers of the Ontario Land Tribunal over defaulting municipalities under the *Municipal Affairs Act*. This opinion is subject to and incorporates all the assumptions, qualifications and limitations set out in our opinion letter.

October 01, 2024

Stephen Watt [no signature required]

CONDITIONS OF THE DEBENTURE

Form, Denomination, and Ranking of the Debenture

1. The debentures issued pursuant to the By-law (collectively the “**Debentures**” and individually a “**Debenture**”) are issuable as fully registered Debentures without coupons.
2. The Debentures are direct, general, unsecured and unsubordinated obligations of the Municipality. The Debentures rank concurrently and equally in respect of payment of principal and interest with all other debentures of the Municipality except for the availability of money in a sinking or retirement fund for a particular issue of debentures.
3. This Debenture is one fully registered Debenture registered in the name of OILC and held by OILC.

Registration

4. The Municipality shall maintain at its designated office a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of cancellations, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.

Title

5. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of Debentures, including this Debenture, as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the amount or amounts so paid. Where a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.

Payments of Principal and Interest

6. The record date for purposes of payment of principal of and interest on the Debentures is as of 5:00 p.m. on the sixteenth calendar day preceding any payment date including the maturity date. Principal of and interest on the Debentures are payable by the Municipality to the persons registered as holders in the registry on the relevant record date. The Municipality shall not be required to register any transfer, exchange or substitution of Debentures during the period from any record date to the corresponding payment date.
7. The Municipality shall make all payments in respect of equal monthly instalments of combined principal and interest including the last 'non-equal' instalment on the Debentures on the 1st day of November and the 1st day of each month thereafter, commencing on November 01, 2024 and ending on October 01, 2029 as set out in Schedule "C" to the By-law, by pre-authorized debit in respect of such interest and principal to the credit of the registered holder on such terms as the Municipality and the registered holder may agree.
8. The Municipality shall pay to the registered holder interest on any overdue amount of principal or interest in respect of any Debenture, both before and after default and judgment, at a rate per annum equal to the greater of the rate specified on the Amortization Schedule as attached to and forming part of the Debenture for such amount plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amount becomes overdue for so long as such amount remains overdue and the Municipality shall pay to the registered holder any and all costs incurred by the registered holder as a result of the overdue payment.
9. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular monthly interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.
10. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**"), and if any date for payment is not a Business Day, payment shall be made on the next following Business Day as noted on the Amortization Schedule.
11. The Debentures are transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations will be delivered as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.

12. The Municipality shall issue and deliver Debentures in exchange for or in substitution for Debentures outstanding on the registry with the same maturity and of like form in the event of a mutilation, defacement, loss, mysterious or unexplainable disappearance, theft or destruction, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case of a mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed Debenture) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.
13. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of the By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.
14. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange; and (d) in the case of a transfer, enter in the registry particulars of the registered holder as directed by the transferor.
15. Reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed and for the replacement of mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed principal and interest cheques (if any) may be imposed by the Municipality. When new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
16. If OILC elects to terminate its obligations under the financing agreement or rate offer agreement entered into between the Municipality and OILC, pursuant to which the Debentures are issued, or if the Municipality fails to meet and pay any of its debts or liabilities when due, or uses all or any portion of the proceeds of any Debenture for any purpose other than for a Capital Work(s) as authorized in the By-Law, the Municipality shall pay to OILC the Make-Whole Amount on account of the losses that it will incur as a result of the early repayment or early termination.

Notices

17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder. If the Municipality or any registered holder is required to give any notice in connection with the Debentures on or before any day and that day is not a Business Day (as defined in section 10 of these Conditions) then such notice may be given on the next following Business Day.

Time

18. Unless otherwise expressly provided herein, any reference herein to a time shall be considered to be a reference to Toronto time.

Governing Law

19. The Debentures are governed by and shall be construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable in Ontario.

Definitions:

- (a) **"Prime Rate"** means, on any day, the annual rate of interest which is the arithmetic mean of the prime rates announced from time to time by the following five major Canadian Schedule I banks, as of the issue date of this Debenture: Royal Bank of Canada; Canadian Imperial Bank of Commerce; The Bank of Nova Scotia; Bank of Montreal; and The Toronto-Dominion Bank (the **"Reference Banks"**) as their reference rates in effect on such day for Canadian dollar commercial loans made in Canada. If fewer than five of the Reference Banks quote a prime rate on such days, the **"Prime Rate"** shall be the arithmetic mean of the rates quoted by those Reference Banks.
- (b) **"Make-Whole Amount"** means the amount determined by OILC as of the date of prepayment of the Debenture, by which (i) the present value of the remaining future scheduled payments of principal and interest under the Debenture to be repaid from the prepayment date until maturity of the Debenture discounted at the Ontario Yield exceeds (ii) the principal amount under the Debenture being repaid provided that the Make-Whole Amount shall never be less than zero.
- (c) **"Ontario Yield"** means the yield to maturity on the date of prepayment of the Debenture, assuming monthly compounding, which a non-prepayable Debenture made by the Province of Ontario would have if advanced on the date of prepayment of the Debenture, assuming the same principal amount as the Debenture and with a maturity date which is the same as the remaining term to maturity of the Debenture to be repaid minus 100 basis points.

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Schedule "C" to By-law Number 2024-51

Loan: 2948
 Name: Billings, The Corporation Of The Township Of
 Principal: 425,000.00
 Rate: 03.4400
 Term: 60
 Paid: Monthly
 Matures: 10/01/2029

Pay #	Date	Amount Due	Principal Due	Interest Due	Rem. Principal
1	11/01/2024	7,720.08	6,501.75	1,218.33	418,498.25
2	12/01/2024	7,720.08	6,520.39	1,199.69	411,977.86
3	01/01/2025	7,720.08	6,539.08	1,181.00	405,438.78
4	02/01/2025	7,720.08	6,557.82	1,162.26	398,880.96
5	03/01/2025	7,720.08	6,576.62	1,143.46	392,304.34
6	04/01/2025	7,720.08	6,595.47	1,124.61	385,708.87
7	05/01/2025	7,720.08	6,614.38	1,105.70	379,094.49
8	06/01/2025	7,720.08	6,633.34	1,086.74	372,461.15
9	07/01/2025	7,720.08	6,652.36	1,067.72	365,808.79
10	08/01/2025	7,720.08	6,671.43	1,048.65	359,137.36
11	09/01/2025	7,720.08	6,690.55	1,029.53	352,446.81
12	10/01/2025	7,720.08	6,709.73	1,010.35	345,737.08
13	11/01/2025	7,720.08	6,728.97	991.11	339,008.11
14	12/01/2025	7,720.08	6,748.26	971.82	332,259.85
15	01/01/2026	7,720.08	6,767.60	952.48	325,492.25
16	02/01/2026	7,720.08	6,787.00	933.08	318,705.25
17	03/01/2026	7,720.08	6,806.46	913.62	311,898.79
18	04/01/2026	7,720.08	6,825.97	894.11	305,072.82
19	05/01/2026	7,720.08	6,845.54	874.54	298,227.28
20	06/01/2026	7,720.08	6,865.16	854.92	291,362.12
21	07/01/2026	7,720.08	6,884.84	835.24	284,477.28
22	08/01/2026	7,720.08	6,904.58	815.50	277,572.70
23	09/01/2026	7,720.08	6,924.37	795.71	270,648.33
24	10/01/2026	7,720.08	6,944.22	775.86	263,704.11
25	11/01/2026	7,720.08	6,964.13	755.95	256,739.98
26	12/01/2026	7,720.08	6,984.09	735.99	249,755.89
27	01/01/2027	7,720.08	7,004.11	715.97	242,751.78
28	02/01/2027	7,720.08	7,024.19	695.89	235,727.59
29	03/01/2027	7,720.08	7,044.33	675.75	228,683.26
30	04/01/2027	7,720.08	7,064.52	655.56	221,618.74
31	05/01/2027	7,720.08	7,084.77	635.31	214,533.97
32	06/01/2027	7,720.08	7,105.08	615.00	207,428.89

33	07/01/2027	7,720.08	7,125.45	594.63	200,303.44
34	08/01/2027	7,720.08	7,145.88	574.20	193,157.56
35	09/01/2027	7,720.08	7,166.36	553.72	185,991.20
36	10/01/2027	7,720.08	7,186.91	533.17	178,804.29
37	11/01/2027	7,720.08	7,207.51	512.57	171,596.78
38	12/01/2027	7,720.08	7,228.17	491.91	164,368.61
39	01/01/2028	7,720.08	7,248.89	471.19	157,119.72
40	02/01/2028	7,720.08	7,269.67	450.41	149,850.05
41	03/01/2028	7,720.08	7,290.51	429.57	142,559.54
42	04/01/2028	7,720.08	7,311.41	408.67	135,248.13
43	05/01/2028	7,720.08	7,332.37	387.71	127,915.76
44	06/01/2028	7,720.08	7,353.39	366.69	120,562.37
45	07/01/2028	7,720.08	7,374.47	345.61	113,187.90
46	08/01/2028	7,720.08	7,395.61	324.47	105,792.29
47	09/01/2028	7,720.08	7,416.81	303.27	98,375.48
48	10/01/2028	7,720.08	7,438.07	282.01	90,937.41
49	11/01/2028	7,720.08	7,459.39	260.69	83,478.02
50	12/01/2028	7,720.08	7,480.78	239.30	75,997.24
51	01/01/2029	7,720.08	7,502.22	217.86	68,495.02
52	02/01/2029	7,720.08	7,523.73	196.35	60,971.29
53	03/01/2029	7,720.08	7,545.30	174.78	53,425.99
54	04/01/2029	7,720.08	7,566.93	153.15	45,859.06
55	05/01/2029	7,720.08	7,588.62	131.46	38,270.44
56	06/01/2029	7,720.08	7,610.37	109.71	30,660.07
57	07/01/2029	7,720.08	7,632.19	87.89	23,027.88
58	08/01/2029	7,720.08	7,654.07	66.01	15,373.81
59	09/01/2029	7,720.08	7,676.01	44.07	7,697.80
60	10/01/2029	7,719.87	7,697.80	22.07	0.00

463,204.59 425,000.00 38,204.59

C A N A D A
Province of Ontario
The Corporation Of The Township Of Billings

FULLY REGISTERED 3.44% AMORTIZING DEBENTURE

The Corporation Of The Township Of Billings (the “Municipality”), for value received, hereby promises to pay to

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (“OILC”)

or registered assigns, subject to the Conditions attached hereto which form part hereof (the “Conditions”), upon presentation and surrender of this debenture (or as otherwise agreed to by the Municipality and OILC) by the maturity date of this debenture (October 01, 2029), the principal amount of

Four Hundred Twenty Five Thousand Dollars

----- (\$425,000.00) -----

by equal monthly instalments of combined principal and interest on the first day of November 2024 and the first day of each month thereafter in each of the years 2024 to 2029 commencing November 1, 2024, both inclusive, save and except for the last instalment which may vary slightly from the preceding equal instalments, in the amounts set forth in the attached Amortizing Debenture Schedule (the “Amortization Schedule”) and subject to late payment interest charges pursuant to the Conditions, in lawful money of Canada. Subject to the Conditions: interest shall be paid until the maturity date of this debenture, in like money in monthly payments from the closing date (October 01, 2024), or from the last date on which interest has been paid on this debenture, whichever is later, at the rate of 3.44% per annum, in arrears, on the specified dates, as set forth in the Amortization Schedule; and interest shall be paid on default at the applicable rate set out in the Amortization Schedule both before and after default and judgment. The payments of principal and interest and the outstanding amount of principal in each year are shown in the Amortization Schedule.

The Municipality, pursuant to section 25 of the Ontario Infrastructure and Lands Corporation Act, 2011 (the “OILC Act, 2011”) hereby irrevocably agrees that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding any amounts that the Municipality fails to pay OILC on account of any unpaid indebtedness under this debenture, and to pay such amounts to OILC from the Consolidated Revenue Fund.

This debenture is subject to the Conditions.

DATED at The Corporation Of The Township Of Billings as at the 1st day of October, 2024.

IN TESTIMONY WHEREOF and under the authority of By-law Number 2024-51 of the Municipality duly passed on the 17th day of September, 2024 (the “By-law”), this debenture is

sealed with the municipal seal of the Municipality and signed by the Mayor and by the Treasurer thereof.

Date of Registration: October 01, 2024

Bryan Barker, Mayor

[SEAL] _____
Harmony Hancock, Treasurer

OILC hereby agrees that the Minister of Finance is entitled to exercise certain rights of deduction pursuant to section 25 of the OILC Act, 2011 as described in this debenture.

Ontario Infrastructure and Lands Corporation

by: _____
Authorized Signing Officer

by: _____
Authorized Signing Officer

LEGAL OPINION

We have examined the By-law of the Municipality authorizing the issue of amortizing debentures in the aggregate principal amount of \$425,000.00 dated October 01, 2024 and maturing on October 01, 2029 payable in equal monthly instalments of combined principal and interest on the first day of November 2024 and the first day of each month thereafter in each of the years 2024 to 2029 commencing November 1, 2024,, both inclusive, save and except for the last instalment which may vary slightly from the preceding equal instalments as set out in Schedule “C” to the By-law.

In our opinion, the By-law has been properly passed and is within the legal powers of the Municipality. The debenture issued under the By-law in the within form (the “**Debenture**”) is the direct, general, unsecured and unsubordinated obligation of the Municipality. The Debenture is enforceable against the Municipality subject to the special jurisdiction and powers of the Ontario Land Tribunal over defaulting municipalities under the *Municipal Affairs Act*. This opinion is subject to and incorporates all the assumptions, qualifications and limitations set out in our opinion letter.

October 01, 2024

Stephen Watt [no signature required]

CONDITIONS OF THE DEBENTURE

Form, Denomination, and Ranking of the Debenture

1. The debentures issued pursuant to the By-law (collectively the “**Debentures**” and individually a “**Debenture**”) are issuable as fully registered Debentures without coupons.
2. The Debentures are direct, general, unsecured and unsubordinated obligations of the Municipality. The Debentures rank concurrently and equally in respect of payment of principal and interest with all other debentures of the Municipality except for the availability of money in a sinking or retirement fund for a particular issue of debentures.
3. This Debenture is one fully registered Debenture registered in the name of OILC and held by OILC.

Registration

4. The Municipality shall maintain at its designated office a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of cancellations, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.

Title

5. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of Debentures, including this Debenture, as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the amount or amounts so paid. Where a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.

Payments of Principal and Interest

6. The record date for purposes of payment of principal of and interest on the Debentures is as of 5:00 p.m. on the sixteenth calendar day preceding any payment date including the maturity date. Principal of and interest on the Debentures are payable by the Municipality to the persons registered as holders in the registry on the relevant record date. The Municipality shall not be required to register any transfer, exchange or substitution of Debentures during the period from any record date to the corresponding payment date.
7. The Municipality shall make all payments in respect of equal monthly instalments of combined principal and interest including the last 'non-equal' instalment on the Debentures on the 1st day of November and the 1st day of each month thereafter, commencing on November 01, 2024 and ending on October 01, 2029 as set out in Schedule "C" to the By-law, by pre-authorized debit in respect of such interest and principal to the credit of the registered holder on such terms as the Municipality and the registered holder may agree.
8. The Municipality shall pay to the registered holder interest on any overdue amount of principal or interest in respect of any Debenture, both before and after default and judgment, at a rate per annum equal to the greater of the rate specified on the Amortization Schedule as attached to and forming part of the Debenture for such amount plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amount becomes overdue for so long as such amount remains overdue and the Municipality shall pay to the registered holder any and all costs incurred by the registered holder as a result of the overdue payment.
9. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular monthly interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.
10. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**"), and if any date for payment is not a Business Day, payment shall be made on the next following Business Day as noted on the Amortization Schedule.
11. The Debentures are transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations will be delivered as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.

12. The Municipality shall issue and deliver Debentures in exchange for or in substitution for Debentures outstanding on the registry with the same maturity and of like form in the event of a mutilation, defacement, loss, mysterious or unexplainable disappearance, theft or destruction, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case of a mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed Debenture) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.
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15. Reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed and for the replacement of mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed principal and interest cheques (if any) may be imposed by the Municipality. When new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
16. If OILC elects to terminate its obligations under the financing agreement or rate offer agreement entered into between the Municipality and OILC, pursuant to which the Debentures are issued, or if the Municipality fails to meet and pay any of its debts or liabilities when due, or uses all or any portion of the proceeds of any Debenture for any purpose other than for a Capital Work(s) as authorized in the By-Law, the Municipality shall pay to OILC the Make-Whole Amount on account of the losses that it will incur as a result of the early repayment or early termination.

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17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder. If the Municipality or any registered holder is required to give any notice in connection with the Debentures on or before any day and that day is not a Business Day (as defined in section 10 of these Conditions) then such notice may be given on the next following Business Day.

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- (b) **"Make-Whole Amount"** means the amount determined by OILC as of the date of prepayment of the Debenture, by which (i) the present value of the remaining future scheduled payments of principal and interest under the Debenture to be repaid from the prepayment date until maturity of the Debenture discounted at the Ontario Yield exceeds (ii) the principal amount under the Debenture being repaid provided that the Make-Whole Amount shall never be less than zero.
- (c) **"Ontario Yield"** means the yield to maturity on the date of prepayment of the Debenture, assuming monthly compounding, which a non-prepayable Debenture made by the Province of Ontario would have if advanced on the date of prepayment of the Debenture, assuming the same principal amount as the Debenture and with a maturity date which is the same as the remaining term to maturity of the Debenture to be repaid minus 100 basis points.

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 Principal: 425,000.00
 Rate: 03.4400
 Term: 60
 Paid: Monthly
 Matures: 10/01/2029

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1	11/01/2024	7,720.08	6,501.75	1,218.33	418,498.25
2	12/01/2024	7,720.08	6,520.39	1,199.69	411,977.86
3	01/01/2025	7,720.08	6,539.08	1,181.00	405,438.78
4	02/01/2025	7,720.08	6,557.82	1,162.26	398,880.96
5	03/01/2025	7,720.08	6,576.62	1,143.46	392,304.34
6	04/01/2025	7,720.08	6,595.47	1,124.61	385,708.87
7	05/01/2025	7,720.08	6,614.38	1,105.70	379,094.49
8	06/01/2025	7,720.08	6,633.34	1,086.74	372,461.15
9	07/01/2025	7,720.08	6,652.36	1,067.72	365,808.79
10	08/01/2025	7,720.08	6,671.43	1,048.65	359,137.36
11	09/01/2025	7,720.08	6,690.55	1,029.53	352,446.81
12	10/01/2025	7,720.08	6,709.73	1,010.35	345,737.08
13	11/01/2025	7,720.08	6,728.97	991.11	339,008.11
14	12/01/2025	7,720.08	6,748.26	971.82	332,259.85
15	01/01/2026	7,720.08	6,767.60	952.48	325,492.25
16	02/01/2026	7,720.08	6,787.00	933.08	318,705.25
17	03/01/2026	7,720.08	6,806.46	913.62	311,898.79
18	04/01/2026	7,720.08	6,825.97	894.11	305,072.82
19	05/01/2026	7,720.08	6,845.54	874.54	298,227.28
20	06/01/2026	7,720.08	6,865.16	854.92	291,362.12
21	07/01/2026	7,720.08	6,884.84	835.24	284,477.28
22	08/01/2026	7,720.08	6,904.58	815.50	277,572.70
23	09/01/2026	7,720.08	6,924.37	795.71	270,648.33
24	10/01/2026	7,720.08	6,944.22	775.86	263,704.11
25	11/01/2026	7,720.08	6,964.13	755.95	256,739.98
26	12/01/2026	7,720.08	6,984.09	735.99	249,755.89
27	01/01/2027	7,720.08	7,004.11	715.97	242,751.78
28	02/01/2027	7,720.08	7,024.19	695.89	235,727.59
29	03/01/2027	7,720.08	7,044.33	675.75	228,683.26
30	04/01/2027	7,720.08	7,064.52	655.56	221,618.74
31	05/01/2027	7,720.08	7,084.77	635.31	214,533.97
32	06/01/2027	7,720.08	7,105.08	615.00	207,428.89
33	07/01/2027	7,720.08	7,125.45	594.63	200,303.44
34	08/01/2027	7,720.08	7,145.88	574.20	193,157.56
35	09/01/2027	7,720.08	7,166.36	553.72	185,991.20
36	10/01/2027	7,720.08	7,186.91	533.17	178,804.29
37	11/01/2027	7,720.08	7,207.51	512.57	171,596.78

38	12/01/2027	7,720.08	7,228.17	491.91	164,368.61
39	01/01/2028	7,720.08	7,248.89	471.19	157,119.72
40	02/01/2028	7,720.08	7,269.67	450.41	149,850.05
41	03/01/2028	7,720.08	7,290.51	429.57	142,559.54
42	04/01/2028	7,720.08	7,311.41	408.67	135,248.13
43	05/01/2028	7,720.08	7,332.37	387.71	127,915.76
44	06/01/2028	7,720.08	7,353.39	366.69	120,562.37
45	07/01/2028	7,720.08	7,374.47	345.61	113,187.90
46	08/01/2028	7,720.08	7,395.61	324.47	105,792.29
47	09/01/2028	7,720.08	7,416.81	303.27	98,375.48
48	10/01/2028	7,720.08	7,438.07	282.01	90,937.41
49	11/01/2028	7,720.08	7,459.39	260.69	83,478.02
50	12/01/2028	7,720.08	7,480.78	239.30	75,997.24
51	01/01/2029	7,720.08	7,502.22	217.86	68,495.02
52	02/01/2029	7,720.08	7,523.73	196.35	60,971.29
53	03/01/2029	7,720.08	7,545.30	174.78	53,425.99
54	04/01/2029	7,720.08	7,566.93	153.15	45,859.06
55	05/01/2029	7,720.08	7,588.62	131.46	38,270.44
56	06/01/2029	7,720.08	7,610.37	109.71	30,660.07
57	07/01/2029	7,720.08	7,632.19	87.89	23,027.88
58	08/01/2029	7,720.08	7,654.07	66.01	15,373.81
59	09/01/2029	7,720.08	7,676.01	44.07	7,697.80
60	10/01/2029	7,719.87	7,697.80	22.07	0.00

463,204.59 425,000.00 38,204.59

CERTIFICATE OF THE CLERK

To: Stephen Watt

And To: OILC

IN THE MATTER OF an issue of a 5 year(s), 3.44% amortizing debenture of The Corporation Of The Township Of Billings (the "Municipality") in the principal amount of \$425,000.00 for the capital work(s) of the Municipality in Currency, authorized by Debenture By-law Number 2024-51 (the "**Debenture By-law**");

AND IN THE MATTER OF authorizing by-law(s) of the Municipality enumerated in Schedule "A" to the Debenture By-law.

I, Veronique Dion, CAO/Clerk of the Municipality, **DO HEREBY CERTIFY THAT:**

1. The Debenture By-law was finally passed and enacted by the Council of the Municipality on September 17, 2024 in full compliance with the *Municipal Act, 2001*, as amended (the "**Act**") at a duly called meeting at which a quorum was present. Forthwith after the passage of the Debenture By-law, the same was signed by the Mayor and the Clerk and sealed with the municipal seal of the Municipality.
2. The authorizing by-law(s) referred to in Schedule "A" to the Debenture By-law (the "**Authorizing By-law(s)**") have been enacted and passed by the Council of the Municipality in full compliance with the Act at meeting(s) at which a quorum was present. Forthwith after the passage of the Authorizing By-law(s) the same were signed by the Mayor and by the Clerk and sealed with the municipal seal of the Municipality.
3. With respect to the undertaking of the capital work(s) described in the Debenture By-law (the "**Capital Work(s)**"), before the Council of the Municipality exercised any of its powers in respect of the Capital Work(s), and before authorizing any additional cost amount and any additional debenture authority in respect thereof (if any), the Council of the Municipality had its Treasurer complete the required calculation set out in the relevant debt and financial obligation limits regulation (the "**Regulation**"). Accordingly, based on the Treasurer's calculation and determination under the Regulation, the Council of the Municipality authorized the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), without the approval of the Ontario Land Tribunal pursuant to the Regulation.
4. No application has been made or action brought to quash, set aside or declare invalid the Debenture By-law or the Authorizing By-law(s) nor have the same been in any way repealed, altered or amended, except insofar as some of the Authorizing By-law(s) may have been amended by any of the Authorizing By-law(s) set forth in Schedule "A" (if any), and the Debenture By-law and the Authorizing By-law(s) are now in full force and effect. Moreover, the Mayor has not provided written notice to the Council of the Municipality of an intent to consider vetoing the Debenture By-law and no written veto document in respect of the Debenture By-law has been given to the Clerk.

5. All of the recitals contained in the Debenture By-law and the Authorizing By-law(s) are true in substance and fact.
6. To the extent that the public notice provisions of the Act are applicable, the Authorizing By-law(s) and the Debenture By-law have been enacted and passed by the Council of the Municipality in full compliance with the applicable public notice provisions of the Act.
7. None of the debentures authorized to be issued by the Authorizing By-law(s) have been previously issued.
8. All of the sewer and water works which constitute part of the Capital Works and which require the approval of the Ministry of the Environment, Conservation and Parks will be or have been completely and properly approved by the Ministry of the Environment, Conservation and Parks, as the case may be.
9. The Municipality is not subject to any restructuring order under Part V of the Act or other statutory authority, accordingly, no approval of the Authorizing By-law(s) and of the Debenture By-law and/or of the issue of the OILC Debentures is required by any transition board or commission appointed in respect of the restructuring of the Municipality.
10. The Authorizing By-law(s) and the Debenture By-law and the transactions contemplated thereby do not conflict with, or result in a breach or violation of any statutory provisions which apply to the Municipality or any agreement to which the Municipality is a party or under which the Municipality or any of its property is or may be bound, or, to the best of my knowledge, violate any order, award, judgment, determination, writ, injunction or decree applicable to the Municipality of any regulatory, administrative or other government or public body or authority, arbitrator or court.

DATED at The Corporation Of The Township Of Billings as at the 1st day of October, 2024.

[AFFIX SEAL]

Veronique Dion, CAO/Clerk

CERTIFICATE OF THE TREASURER

To: Stephen Watt

And To: OILC

IN THE MATTER OF an issue of a 5 year(s), 3.44% amortizing debenture of The Corporation Of The Township Of Billings (the "**Municipality**") in the aggregate principal amount of \$425,000.00, for Capital Work(s) of the Municipality authorized by Debenture By-law Number 2024-51 (the "**Debenture By-law**");

AND IN THE MATTER OF authorizing by-laws of the Municipality enumerated in Schedule "A" to the Debenture By-law.

I, Harmony Hancock, Treasurer of the Municipality, **DO HEREBY CERTIFY THAT:**

1. The Municipality has received from the Ministry of Municipal Affairs and Housing its annual debt and financial obligation limit for the relevant years.
2. With respect to the undertaking of the capital work(s) described in the Debenture By-law (the "**Capital Work(s)**"), before the Council of the Municipality authorized **the** Capital Work(s), and before authorizing any additional cost amount and any additional debenture authority in respect thereof (if any), the Treasurer calculated the updated relevant debt and financial obligation limit in accordance with the applicable debt and financial obligation limits regulation (the "**Regulation**"). The Treasurer thereafter determined that the estimated annual amount payable in respect of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), would not cause the Municipality to reach or to exceed the relevant updated debt and financial obligation limit as at the date of the Council's approval. Based on the Treasurer's determination, the Council of the Municipality authorized the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), without the approval of the Ontario Land Tribunal pursuant to the Regulation.
3. As at the date hereof the Municipality has not reached or exceeded its updated annual debt and financial obligation limit.
4. In updating the relevant debt and financial obligation limit(s), the estimated annual amounts payable described in the Regulation were determined based on current interest rates and amortization periods which do not, in any case, exceed the lifetime of any of the purposes of the Municipality described in such section, all in accordance with generally accepted accounting principles for local governments as recommended, from time to time, by the relevant Public Sector Accounting Board.
5. The term within which the debentures to be issued for the Municipality in respect of the Capital Work(s) pursuant to the Debenture By-law are made payable does not exceed the lifetime of such Capital Work(s).

6. The aggregate principal amount now being financed through the issue of debentures pursuant to the Debenture By-law in respect of the Capital Work(s) does not exceed the net cost of each such Capital Work.

7. The money received by the Municipality from the sale of the debentures issued pursuant to the Debenture By-law, including any premium, and any earnings derived from the investment of that money after providing for the expenses related to their issue, if any, shall be apportioned and applied to the Capital Work(s), and to no other purpose except as permitted by the *Municipal Act, 2001*.

8. On or before October 01, 2024, I as Treasurer, signed the fully registered amortizing debenture numbered 2024-51 in the aggregate principal amount of \$425,000.00 dated October 01, 2024, registered in the name of Ontario Infrastructure and Lands Corporation and authorized by the Debenture By-law (the “**OILC Debenture**”).

9. On or before October 01, 2024, the OILC Debenture was signed by Bryan Barker, Mayor of the Municipality at the date of the execution and issue of the OILC Debenture, the OILC Debenture was sealed with the seal of the Municipality, the OILC Debenture is in all respects in accordance with the Debenture By-law and in issuing the OILC Debenture the Municipality is not exceeding its borrowing powers.

10. The said Bryan Barker, is the duly elected Mayor of the Municipality and that I am the duly appointed Treasurer of the Municipality and that we were severally authorized under the Debenture By-law to execute the OILC Debenture in the manner aforesaid and that the OILC Debenture is entitled to full faith and credence.

11. No litigation or proceedings of any nature are now pending or threatened, attacking or in any way attempting to restrain or enjoin the issue and delivery of the OILC Debenture or in any manner questioning the proceedings and the authority under which the same is issued, or affecting the validity thereof, or contesting the title or official capacity of the said Mayor or myself as Treasurer of the Municipality, and no authority or proceedings for the issuance of the OILC Debenture or any part of it has been repealed, revoked or rescinded in whole or in part.

12. The representations and warranties of the Municipality set out in the rate offer letter agreement (as described in the Debenture By-law) were true and correct as of the date of the request to purchase the debentures in respect of the Capital Work(s) pursuant to the Debenture By-law and are true and correct as of the date hereof and the Municipality is not in material default of any of its obligations under such rate offer letter agreement.

DATED at The Corporation Of The Township Of Billings as at the 1st day of October, 2024.

[AFFIX SEAL]

Harmony Hancock, Treasurer

I, Veronique Dion, CAO/Clerk of the Municipality do hereby certify that the signature of Harmony Hancock, Treasurer of the Municipality described above, is true and genuine.

[AFFIX SEAL]

Veronique Dion, CAO/Clerk



BY-LAW NO 2024-52

BEING A BY-LAW TO ADOPT AN EMERGENCY MANAGEMENT
RESPONSE PROGRAM AND EMERGENCY RESPONSE PLAN FOR
THE TOWNSHIP OF BILLINGS

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

AND WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(3), as amended, provides that a municipal power, including a municipality's capacity rights, powers and privileges under Section 9; shall be exercised by By-Law;

AND WHEREAS subsection 2.1(1) of the *Emergency Management and Civil Protection Act* requires a municipality to develop, implement and adopt by by-law an emergency management program;

AND WHEREAS subsection 3(1) of the *Emergency Management and Civil Protection Act* requires a municipality to formulate and adopt by by-law an emergency plan governing the provision of necessary services during an emergency and the procedures under which employees of the municipality and other persons will respond to the emergency;

AND WHEREAS Council of the Corporation of the Township of Billings passed By-Law No. 2022-68 being a By-Law to amend the Emergency Management Program and Emergency Response Plan;

AND WHEREAS the Council of the Corporation of the Township of Billings deems it expedient to approve and adopt the Emergency Management Program and Emergency Response Plan;

NOW THEREFORE the Council of The Corporation of the Township of Billings enacts as follows:

1. THAT the Township of Billings hereby adopts the Emergency Management Plan attached as Schedule 'A' and forming part of this By-Law.
2. THAT By-Law No. 2022-68 is hereby repelled.
3. THAT this By-Law shall come into full force and effect upon final passage
4. THIS By-Law may be cited as the "Emergency Response Program and Plan By-Law"

READ a FIRST and SECOND TIME this 17th day of September, 2024

READ a THIRD TIME and FINALLY PASSED this 17th day of September, 2024

Bryan Barker, Mayor

Véronique Dion, CAO/Clerk



BY-LAW NO 2024-53

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE
COUNCIL OF THE TOWNSHIP OF BILLINGS

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

AND WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(3), as amended, provides that a municipal power, including a municipality's capacity rights, powers and privileges under Section 9; shall be exercised by By-Law;

AND WHEREAS The Council for The Corporation of the Township of Billings deems it expedient that the proceedings of meetings of the Council be confirmed and adopted by By-Law;

NOW THEREFORE the Council of The Corporation of the Township of Billings enacts as follows:

1. THAT the actions of the Council of The Corporation of The Township of Billings at its Council Meeting held on September 17, 2024 in respect to each report, motion, resolution, or other actions recorded and taken by Council at its meetings, except where the prior approval of the Ontario Lands Tribunal is required is hereby adopted, ratified, and confirmed as if all such proceedings were expressly embodied in this By-Law.
2. THAT the Mayor and CAO/Clerk, or such other official as deem appropriate are hereby authorized and directed to do all things necessary to give effect to the said action, of Council of the Township of Billings referred to in the proceeding section.
3. THAT the Mayor and CAO/Clerk are hereby authorized and directed to execute all documents necessary on behalf of the Council and to affix the corporate seal of The Corporation of The Township of Billings to all such documents.
4. THIS By-Law shall come into full force and effect upon final passage.
5. THIS By-Law may be cited as the "September 17, 2024 Confirmatory By-Law"

READ a FIRST and SECOND TIME this 17th day of September, 2024

READ a THIRD TIME and FINALLY PASSED this 17th day of September, 2024

Bryan Barker, Mayor

Véronique Dion, CAO/Clerk