

CORPORATION OF THE
TOWNSHIP OF BILLINGS

AGENDA

February 16, 2021 7:30 p.m.

Electronic Meeting

1. OPEN
2. APPROVAL OF AGENDA
3. DISCLOSURE OF PECUNIARY INTEREST
4. ADOPTION OF MINUTES
 - a) February 2, 2021
 - b) February 9, 2021 special
5. DELEGATIONS
6. COMMITTEE REPORTS
7. OLD BUSINESS
 - a) 2020-47 Power of Entry by-law
 - b) Coyote compensation
 - c) Farm animal exemption request - Rickard
 - d) Bridge remediation
8. NEW BUSINESS
 - a) COVID-19 response update
 - b) Main Street Reconstruction project update
 - c) Waterfront project update
 - d) Digital Service Squad wrap-up
 - e) Kagawong Drinking Water Inspection Report 2020-2021
 - f) Gore Bay Medical Centre ad hoc Committee representation
 - g) Zoning update steering committee
 - h) Kagawong Landfill ECA application report
 - i) Municipal insurance rates
 - j) Employee salary grid review
 - k) Custodian position
 - l) Parks, Recreation and Wellness Committee application

9. CORRESPONDENCE

- a) Manitoulin Family Resources re: Christmas basket campaign contribution
- b) Gore Bay Provincial Offenses Board of Management re: COVID support
- c) Township of Asphodel-Norwood re: Community Safety and Wellbeing Plan extension
- d) City of St. Catharines re: universal paid sick leave
- e) Save the Ontario Fire College re: Ontario Fire College closure
- f) Township of Terrace Bay re: tax rate for railway rights-of-way

10. INFORMATION

- a) MPAC quarterly update – 2020 Q4
- b) Manitoulin Municipal Association meeting package – February 17, 2021
- c) Minutes – Economic Development Committee December 9, 2020

11. ACCOUNTS FOR PAYMENT

12. CLOSED SESSION

13. CONFIRMING BY-LAW

14. ADJOURNMENT

- a) Employee negotiations

Memorandum

To: Mayor and Council, CAO/Clerk

cc: Staff, Public

From: Megan Bonenfant, Kathy McDonald, Todd Gordon

Date: February 12, 2021

RE: February 16, 2021 Council Meeting

7. Old Business

a) 2020-47 Power of Entry by-law

Please review the amended by-law. The by-law has been revised in accordance with Council's direction last meeting and the amendments have been highlighted for ease of review.

Recommendation:

That by-law 2020-47 be given third reading and enacted.

b) Coyote compensation

In the recent presentation regarding a wolf and coyote compensation by-law Mr. George Hagen advised Council that some other island municipalities have by-laws to provide for compensation for the control of coyotes and wolves.

If council does decide on allowing a compensation program a cap should be placed on the annual municipal budget. NEMI has placed an annual budget cap at \$2000, with each carcass being worth \$50, providing a yearly compensation on the first 40 animals harvested within the boundaries of this Township. Once the cap has been reached no further compensation will be paid out during that fiscal year.

Also, Council will need to determine who is going to mark the carcass. My understanding is that some municipalities paint a foot and other municipalities notch the right ear. Whichever way it is done it still requires staff. During the winter months the public works crew is quite often out plowing/sanding/patrolling and are not available to mark the carcass.

Further research (e.g., data on coyote populations, efficacy of predator removal in deer herd management, numbers of livestock lost to wild canids, etc) may assist Councillors in preparing for discussion on this topic.

Staff is awaiting Council direction before preparing a by-law.

c) Farm animal extension request – Rickard

As directed by Council last meeting, six letters were sent to neighbouring property owners (4 by email, 2 by Canada Post) requesting comments/concerns regarding a goat being kept in the vicinity of their property. 100% of the letters were responded to.

Of these six responses, five were a firm "NO". One person responded that they did not use their property much so most of the year they do not care. They did say that there is the issue of noise and concerns of attracting predators.

The reason that the township found out about the goat(s) was because by-law received a written complaint. The complaint was investigated and the owner contacted. After the by-law enforcement officer had been in contact with the property owner it was reported that the goat was still running at large. Since receiving the request to allow the keeping of a goat we have received no further complaints regarding these animals.

If Council does consider entering into an agreement with the property owner on Maple Point, and the property owner does comply with the agreement, there will still be the issue of noise and smell which cannot be controlled by a by-law.

The neighbours have overwhelmingly objected to the keeping of goats in a shoreline residential property and Council needs to consider that when making a decision.

Should Council decide to not allow the goat(s), an appropriate time frame for their rehoming will need to be determined.

Recommendation:

That Council does not permit the keeping of goats on the Rickard property on Maple Point.

d) Bridge remediation

Public Works has reviewed the inspection report in detail and have spoken with the engineer who authored the report for clarification on some items.

A number of the noted deficiencies on all three structures are minor and not an immediate safety hazard – it is recommended that where applicable, these items be deferred until the structures are replaced to make the most effective use of funds.

Public Works has determined that an open-bottom engineered culvert-type structure is possible for Mud Creek; Old Mill will be something similar to the Nelson Rd structure. It is the opinion of the Public Works Superintendent that the Mud Creek structure should be prioritized over the Old Mill structure, based on condition.

Actions that can be taken immediately include posting the required signage and proceeding to have both the Mud Creek and Old Mill replacement engineering design completed. This would position the township well should any funding opportunities arise. Staff will seek cost estimates for this engineering work and report back to Council.

8. New Business

a) COVID-19 response update

Since Council's last regular meeting:

- Public Health Sudbury and Districts (PHSD) will be returning to the colour-coded provincial response framework on February 16th, meaning the stay-at-home Order will lift. It is not clear at the time of writing this memo what 'colour' we will return to the framework under, and therefore what level of restrictions.
- Three cases of the 'UK variant' have been confirmed within PHSD area.
- One new case reported in Wiikwemkoong Unceded Territory
- March Break has been delayed to mid-April

b) Main Street Reconstruction project update

Please review the attached memo from the Economic Development Officer.

Recommendation:

That Council accept the bid from Gratton Construction for execution of the Main Street Reconstruction project and authorize the Mayor and CAO/Clerk to issue a Letter of Intent to that effect.

c) Waterfront project update

Council should recall that we engaged RJ Burnside, wastewater engineers, to review our wastewater treatment requirements in lower Kagawong (related to the waterfront development). Burnside has produced what they believe is a viable solution, employing MakeWay Environmental alternative treatment technology (as originally planned). Burnside has approached the Ministry of Environment, Conservation, and Parks (MECP) for preliminary discussion on the design. We hope, of course that this will be the beginning of the permitting process, and we expect to hear something from Burnside in the next couple of weeks.

d) Digital Service Squad wrap-up

Please review the attached memo from the Economic Development Officer.

e) Kagawong Drinking Water Inspection Report 2020-2021

Please review the attached inspection report for the Kagawong drinking water system.

Recommendation:

That Council receive the report.

f) Gore Bay Medical Centre ad hoc Committee representation

Please review the attached letter from the CAO/Clerk of the Town of Gore Bay.

Recommendation:

That Council appoint an interested and engaged representative to this ad hoc committee.

g) Zoning update steering committee

Please review the attached correspondence from the Secretary-Treasurer of the Manitoulin Planning Board. This will likely be a fairly technical project. The Economic Development Officer has some planning background and has expressed interest in this project.

Recommendation:

That Council appoint Todd Gordon to the municipal zoning by-law update steering committee.

h) Kagawong Landfill ECA application report

Please review the attached report intended to support an application to amend the Kagawong Landfill Environmental Compliance Approval (ECA). This application has been in progress since 2015.

This amendment application, if approved, will have the effect of:

- Increasing the maximum capacity of the landfill from 40,000 cubic meters to 76,200 cubic metres;

- Expanding the total landfill footprint from 1.0 hectare to 1.25 hectares. The additional footprint area is located to the west of the currently-licensed area;
- Approval of a 'Fill Beyond Allowable Limits (FBAL)' for the legacy waste located to the southeast of the licensed area. This would allow that material to be capped and closed in place, rather than disturbed and moved to the licensed area. This waste would be included in the total maximum capacity limit of 76,200 cubic metres.

Recommendation:

That Council authorize the Mayor and CAO/Clerk to proceed with the ECA application and execute any necessary documents for that purpose.

i) Municipal insurance rates

Please review the attached spreadsheet of actual municipal insurance premiums for 2020 and 2021; there are many startling increases. We expect to see an approximate 14% increase in 2021, but had to accept a doubling in our deductible to qualify for this rate.

j) Employee salary grid review

Section 6 of by-law 2018-40, the by-law that establishes the salary ranges for township employees, requires that the employee salary grid be reviewed in the second year of each Council term. This review should have happened in 2020 but was delayed due to COVID-19.

Attached is a comparison chart of the current salary ranges for local municipalities. Billings' salaries are largely 'middle of the pack' for most positions, which is reasonable.

Some staff are currently at the top of the salary grid and thus will not receive any further pay increases (other than the annual cost of living adjustment) unless and until the grid is increased. Staff have identified three options for addressing this circumstance, should Council wish to.

1. Council could add additional steps to the grid. This would have the effect of increasing the salary range for each position that the grid was extended for.
2. Council could amend the by-law to include a provision for merit-based bonuses to staff at the top of their grid. These bonuses would be tied to a satisfactory performance review. The bonus could be set as a percentage of their salary and tied to a specific result on their performance review (e.g., 2% for a 'meets expectations', 3% for 'exceeds expectations', etc). This method would have the effect of allowing Council to provide salary increases based on performance, without changing the salary range for a given position.
3. Leave the grid and by-law as-is. This would have the effect of freezing the salary for staff who have reached the top of the salary grid.

Council may have other suggestions. The next employee salary review will be scheduled in 2024 or at the request of Council.

Recommendation:

That Council review, discuss, and provide direction to staff for by-law amendments (if any).

k) Custodian position

The application period for this position has closed and the interview process is complete.

Recommendation:

That Council authorize the CAO/Clerk to hire Justin McVey to the Custodian position.

l) Parks, Recreation and Wellness Committee application

Please review the attached application to join the Parks, Recreation and Wellness Committee from Andrew Preyde.

Recommendation:

That Council appoint Andrew Preyde to the Parks, Recreation and Wellness Committee.

9. Correspondence

- a) Manitoulin Family Resources re: Christmas basket campaign contribution

Please review the attached thank you letter from Manitoulin Family Resources.

- b) Gore Bay Provincial Offenses Board of Management re: COVID support

Please review the attached correspondence from the Gore Bay Provincial Offenses Board of Management.

Recommendation:

That Council pass a resolution of support for this matter.

- c) Township of Asphodel-Norwood re: Community Safety and Wellbeing Plan extension

Please review the attached correspondence from the Township of Asphodel-Norwood. Council will recall that Manitoulin municipalities have agreed to work together on joint plan, lead by the Manitoulin-Sudbury District Services Board. No progress has been made on this plan since the onset of the COVID-19 pandemic.

Recommendation:

That Council pass a resolution of support for this matter.

- d) City of St. Catharines re: universal paid sick leave

Please review the attached correspondence from the City of St. Catharines.

Recommendation:

That Council pass a resolution of support for this matter.

- e) Save the Ontario Fire College re: Ontario Fire College closure

Please review the attached correspondence from the Save the Ontario Fire College group.

Recommendation:

That Council pass a resolution of support for this matter.

- f) Township of Terrace Bay re: tax rate for railway rights-of-way

Please review the attached correspondence from the Township of Terrace Bay.

Recommendation:

That the correspondence be noted and filed.

10. Information

There are a number of items attached for Council's information. Council may move any of these items into New Business during the agenda approval for discussion at this meeting, or request that an item(s) be included on a future agenda for discussion.

1. MPAC quarterly report – 2020 Q4
2. Manitoulin Municipal Association meeting package – February 17, 2021
3. Minutes – Economic Development Committee December 2020

12. Closed Session

There will be a closed session to deal with a matter related to employee negotiations.

The Corporation of the
Township of Billings
Regular Meeting

February 2, 2021

Electronic Meeting

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

Staff: Floyd Becks, Public Works Superintendent; Megan Bonenfant, Deputy Clerk; Martin Connell, Fire Chief; Todd Gordon, Economic Development Officer; Kathy McDonald, CAO/Clerk; Arthur Moran, By-law Officer/Health and Safety Coordinator.

Media: Tom Sasvari

Members of the public

Regrets: None

1. Open

2021-23 Hunt – Barker

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

Carried

2. Approval of Agenda

2021-24 Alkenbrack – Jackson

BE IT RESOLVED that the agenda for the February 2, 2021 regular meeting of council be accepted as presented.

Carried

3. Disclosure of Pecuniary Interest

I, Councillor Ian Anderson, declare a potential direct pecuniary interest on agenda item no. 5(a) item title George Hagen, coyote compensation for the following reason: I am a licensed trapped that could benefit from a compensation program.

4. Adoption of the Minutes

a) January 18, 2021

2021-25 Barker – Hunt

BE IT RESOLVED that Council accepts the minutes of the January 18, 2021 regular meeting as presented.

Carried

b) January 20, 2021

2021-26 Alkenbrack – Jackson

BE IT RESOLVED that Council accepts the minutes of the January 20, 2021 special meeting as presented.

Carried

5. Delegations

a) George Hagen, Manitoulin Trappers' Council – coyote compensation by-law

Mayor Anderson vacated the Chair due to his declaration of pecuniary interest and stepped away. Councillor Barker took the Chair and welcomed the delegation.

Mr. Hagen spoke to Council regarding coyotes and requested that Council consider enacting a by-law to provide compensation for lawful coyote dispatches by trappers, farmers, and hunters.

Mayor Anderson resumed the Chair.

6. Committee Reports

a) Climate Action Committee – January 13, 2021

Councillor Barker reported on the January 13, 2021 Climate Action Committee meeting and further discussions on how best to engage residents without internet access/ability.

2021-27 Hunt – Jackson

BE IT RESOLVED that Council accepts the recommendation of the Climate Action Committee and approves the change order to the Ethelo contract for inbound/outbound telephone support services for the community survey, in the amount of \$1000 + HST.

Carried

b) Library Board – January 19, 2021

Councillor Hunt reported on the January 19, 2021 Library Board meeting.

c) POA Committee – January 22, 2021

Councillor Barker reported on the January 22, 2021 POA Committee meeting.

7. Old Business

a) 2020-47 Power of Entry by-law

2021-28 Barker – Anderson

BE IT RESOLVED that by-law 2020-47 be given second reading.

Carried

Council directed that the definition of 'Land' be amended and a definition for 'Dwelling' added.

b) Maze rehabilitation work

2021-29 Alkenbrack – Hunt

BE IT RESOLVED that Council accepts the estimate from Manitoulin Tree Services for work on the cedar maze and authorizes staff to schedule the work as early as possible in spring 2021.

Carried

8. New Business

a) COVID-19 Response

The CEMC provided an update on local COVID-19 response measures.

b) By-law report

Council received the report.

c) Health and Safety report

Council received the report.

d) Fire Hall

2021-30 Barker – Alkenbrack

BE IT RESOLVED that Council directs staff to implement the Health and Safety Coordinator's recommendations regarding the Fire Hall, as detailed in his memo dated January 21, 2021.

Carried

The CAO/Clerk will discuss further action with the Fire Chief and report back to Council.

e) Waterfront Project FedNor and NOHFC agreement amendments

2021-31 Alkenbrack – Jackson

BE IT RESOLVED that Council authorizes the Mayor and CAO/Clerk to execute the Waterfront Redevelopment – Phase One amendment no. 3 for FedNor project number 851-810654 and amendment no. 1 for NOHFC project number 8100244.

Carried

f) 2020 Structure Inspection Appraisal Report (bridges)

2021-32 Barker – Hunt

BE IT RESOLVED that Council receives the 2020 Structure Inspection Appraisal Report prepared by K. Smart Associates Limited, dated December 2020; and,

BE IT FURTHER RESOLVED that Council directs the Public Works Superintendent to report back to Council on February 16 regarding remedial actions to be taken in 2021 to address the reported deficiencies.

Carried

g) Internet advisory committee representation

2021-33 Alkenbrack – Jackson

BE IT RESOLVED that Council appoints EDO Todd Gordon to the Blue Sky Net Internet Advisory Committee.

Carried

h) Farm animal exception request – Rickard

2021-34 Jackson – Alkenbrack

BE IT RESOLVED that Council directs staff to contact the three neighbouring properties on each side of the Rickard property seeking comment regarding the keeping of a pet goat.

Carried

i) Mutual Assistance agreement

Council reviewed the draft agreement and made no edits.

j) 2021-03 interim tax levy by-law

2021-35 Alkenbrack – Hunt

BE IT RESOLVED that by-law 2021-03 be given first, second and third readings and enacted.

Carried

k) 2021-04 temporary borrowing by-law

2021-36 Barker – Hunt

BE IT RESOLVED that by-law 2021-04 be given first, second and third readings and enacted.

Carried

l) ‘Speaker’s Corner’ removal

2021-37 Alkenbrack – Jackson

BE IT RESOLVED that Council authorizes the removal of the wooden structure known as ‘speaker’s corner’ from the Old Mill Heritage Centre grounds.

Carried

9. Correspondence

a) Township of Matachewan and Town of Plympton-Wyoming re: grant application deadlines

2021-38 Barker – Hunt

BE IT RESOLVED that Council for the Township of Billings joins the Township of Matachewan and the Town of Plympton-Wyoming in requesting that future provincial and federal grant programs provide longer application periods; and,

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Minister of Municipal Affairs, AMO, the Township of Matachewan and the Town of Plympton-Wyoming.

Carried

b) Municipality of West Grey re: Schedule 8, Bill 229 (*Crown Forest Sustainability Act* and *Endangered Species Act* changes)

Councillor Barker moved to pass a resolution of support, seconded by Councillor Hunt.

2021-39 Barker – Hunt

BE IT RESOLVED that Council for the Township of Billings joins the Municipality of West Grey in requesting the provincial government repeal Schedule 8 of Bill 229.

Carried

10. Information

Council received the listed information.

11. Accounts for Payment

2021-40 Alkenbrack – Jackson

BE IT RESOLVED that Council authorizes the following accounts for payment:

General Accounts \$336,043.01.

And that cheques number 6599 to 6626 be authorized for signing as described in the attached register.

Carried

12. Closed Session

None.

13. Confirming By-Law

2021-41 Barker – Alkenbrack

BE IT RESOLVED that by-law 2021-05, being a by-law to confirm the proceedings of council, be given first, second and third readings and enacted.

Carried

14. Adjournment

2021-42 Barker – Hunt

BE IT RESOLVED that this regular meeting of council be adjourned at 9:26 p.m.

Carried

Ian Anderson, Mayor

Kathy McDonald, CAO/Clerk

02/03/21:mb

The Corporation of the
Township of Billings
Special Meeting

February 9, 2021

Electronic Meeting

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

Staff: Megan Bonenfant, Deputy Clerk

Media: None

Regrets: None

1. Open

2021-43 Barker – Hunt

BE IT RESOLVED that this special meeting of council be opened with a quorum present at 7:00 p.m. with Mayor Anderson presiding.

Carried

2. Approval of Agenda

2021-44 Alkenbrack – Jackson

BE IT RESOLVED that the agenda for the February 9, 2021 special meeting of council be accepted as presented.

Carried

3. Disclosure of Pecuniary Interest

None.

4. Adoption of the Minutes

None.

5. Delegations

None.

6. Committee Reports

None.

7. Old Business

None.

8. New Business

None.

9. Correspondence

None.

10. Information

None.

11. Accounts for Payment

None.

12. Closed Session

a) Labour relations

2021-45 Barker – Alkenbrack

BE IT RESOLVED that in accordance with Section 239(2)(d) of the *Municipal Act, 2001 S.O. Chapter 25*, this Council proceed to a Closed Session at 7:08 p.m. in order to discuss an item involving labour relations.

Carried

2021-46 Alkenbrack – Hunt

BE IT RESOLVED that Council move out of Closed Session at 9:16 p.m. and resume their special, open meeting.

Carried

2021-47 Barker – Jackson

BE IT RESOLVED that Council authorizes the Deputy Clerk to proceed as directed in camera.

Carried

13. Confirming By-Law

2021-48 Alkenbrack – Jackson

BE IT RESOLVED that by-law 2021-06, being a by-law to confirm the proceedings of council, be given first, second and third readings and enacted.

Carried

14. Adjournment

2021-49 Barker – Hunt

BE IT RESOLVED that this special meeting of council be adjourned at 9:18 p.m.

Carried

Ian Anderson, Mayor

Kathy McDonald, CAO/Clerk

02/10/21:mb

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

BY-LAW 2020-47

Being a bylaw to regulate the power of entry onto land

WHEREAS Section 436, Subsection (1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (the 'Act'), provides that a municipality has the power to pass by-laws providing that the municipality may enter on land at any reasonable time for the purpose of carrying out an inspection; and,

WHEREAS sections 435, 437 and 438 of the Act set out additional powers and restrictions in regard to the power of entry; and,

WHEREAS the Township of Billings wishes to pass a by-law allowing for the entry on land for the purpose of carrying out an inspection to ensure that its by-laws, directions, orders and conditions of a licence are being complied with; and,

WHEREAS this by-law applies to any Township of Billings by-laws without power of entry provisions passed pursuant to the Act or its predecessors;

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

1.0 DEFINITIONS

1.1 "Building" means any structure consisting of a roof supported by walls or columns which is used or intended to be used for the shelter, accommodation or enclosure of persons, animals, goods, chattels, or equipment and includes a carport;

1.2 "Dwelling" means any room, place or part of a Building actually being used as a dwelling;

1.3 "Land" means any private property, premises, grounds, yards or vacant lot and includes any Building or structure thereon not actually used as a Dwelling;

1.4 "*Municipal Act*" means the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, or any preceding *Municipal Act*;

1.5 "Officer" means a by-law enforcement officer, police officer or other person appointed by by-law to enforce the provision(s) of any Township of Billings By-law or any other individual designated by the Township to enforce this by-law;

1.6 "Occupier" means any person, firm or corporation having control over any portion of the building or property under consideration and includes the persons in the building or property;

1.7 "Township" means the Corporation of the Township of Billings.

2.0 APPLICATION

2.1 This by-law applies to all Township of Billings by-laws passed under the authority of the *Municipal Act*.

3.0 ENTRY AND INSPECTION

3.1 No person shall hinder or obstruct or attempt to hinder or obstruct, any Officer who is exercising a power or performing a duty under this by-law;

- 3.2 An Officer may at any time, enter **onto Land or into Dwellings** for the purpose of carrying out an inspection to determine whether or not the following are being complied with:
- 3.2.1 A by-law of the Township passed under the *Municipal Act*.
 - 3.2.2 A direction or order of the Township under the *Municipal Act* or made under a by-law of the Township passed pursuant to the *Municipal Act*.
 - 3.2.3 A condition of a licence issued under a by-law of the Township passed under the *Municipal Act*.
 - 3.2.4 An order made under Section 431 of the *Municipal Act*.
- 3.3 For the purposes of an inspection, an Officer may:
- 3.3.1 Require the production for inspection of documents or things relevant to the inspection;
 - 3.3.2 Inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
 - 3.3.3 Require information from any person concerning a matter related to the inspection; and
 - 3.3.4 Alone or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection.
- 3.4 A sample taken under Section 3.3.4 shall be divided into two parts, and one part shall be delivered to the person from whom the sample is taken, if the person so requests at the time the sample is taken and provides the necessary facilities.
- 3.5 If a sample is taken under Section 3.3.4 and the sample has not been divided into two parts, a copy of any report on the sample shall be given to the person from whom the sample was taken.
- 3.6 A receipt shall be provided for any document or thing removed under Section 3.3.2 and the document or thing shall be promptly returned after the copies or extracts are made.
- 3.7 Copies of or extracts from documents and things removed under this Section 3 and certified as being true copies of or extracts from the originals by the person who made them are admissible in evidence to the same extent as, and have the same evidentiary value as, the originals.

4.0 CONDITIONS GOVERNING POWER OF ENTRY

- 4.1 Unless otherwise provided in the *Municipal Act*, in an order under Section 438 of the *Municipal Act*, or in a warrant under Section 439 of the *Municipal Act*, the following conditions apply to the power of entry under this by-law:
- 4.1.1 The Officer **shall** display or produce proper identification;
 - 4.1.2 The Officer may be accompanied by a person under their direction; and,
 - 4.1.3 The Township shall restore the **Land and/or Dwelling** to its original condition insofar as is practicable and shall provide compensation for any damages caused by the entry or by anything done on **the Land and/or Dwelling** except where

entry is under Section 466 of the *Municipal Act*, or is under Part XI of the *Municipal Act*, if under that Part, the Treasurer registers a notice of vesting, in the name of the Township, in respect of **the Land and/or Dwelling**.

5.0 RESTRICTIONS

5.1 Notwithstanding any provision of this by-law, an Officer shall not enter or remain in any room or place actually being used as a Dwelling, unless:

- 5.1.1 The consent of the Occupier is obtained, with the Occupier first having been informed that the right of entry may be refused and, if refused, may only be made under the authority of an order issued under Section 438 of the *Municipal Act*, a warrant issued under Section 439 of the *Municipal Act* or a warrant under Section 386.3 of the *Municipal Act*;
- 5.1.2 An order under Section 438 of *Municipal Act* is obtained;
- 5.1.3 A warrant issued under Section 439 of the *Municipal Act* is obtained;
- 5.1.4 A warrant issued under Section 386.3 of the *Municipal Act* is obtained;
- 5.1.5 The delay necessary to obtain an order under Section 438 of the *Municipal Act*, to obtain a warrant under Section 439 of the *Municipal Act* or to obtain the consent of the Occupier would result in an immediate danger to the health or safety of any person; or
- 5.1.6 The Township has given the Occupier notice of its intention to enter as required under Section 435(2) of the *Municipal Act* and the entry is authorized under Section 79, 80 or 446 of the *Municipal Act*.

6.0 INSPECTION PURSUANT TO ORDER

6.1 An Officer may enter on **Land or into Dwellings** for the purpose of carrying out an inspection pursuant to an order that is issued under Section 438 of the *Municipal Act*.

6.2 An Officer may apply for an order under Section 438 of the *Municipal Act* if:

- 6.2.1 An inspection is desired to determine whether or not the following are being complied with:
 - 6.2.1.1 A by-law of the Township as passed under the *Municipal Act*;
 - 6.2.1.2 A direction of order of the Township made under the *Municipal Act* or made under a by-law of the Township passed under the *Municipal Act*;
 - 6.2.1.3 A condition of a licence issued under a by-law of the Township passed under the *Municipal Act*;
 - 6.2.1.4 An order made under Section 431 of the *Municipal Act*;
- 6.2.2 The inspection is reasonably necessary; and,
- 6.2.3 The Township had been prevented or is likely to be prevented from doing anything set out in Section 3.2 or 3.3 of this by-law.

6.3 An order under Section 6.0 shall expire on the date stated in the order or 30 days after the order is issued, whichever is earlier.

6.4 An order under Section 6.0 may be executed only between 6:00 a.m. and 9:00 p.m. unless the order provides otherwise.

6.5 In case of an order authorizing an inspection of a room or place actually being used as a Dwelling, the Occupier must be given notice concerning when the inspection will be carried out.

6.6 An order under Section 6.0 may be issued on application without notice.

7.0 PENALTY

7.1 Any person who contravenes any provision of this by-law is guilty of an offense and upon conviction is liable to a fine as provided for in the *Provincial Offences Act*, R.S.O. 1990, c. P. 33 as amended.

7.2 Upon conviction, in addition to any other remedy and to any penalty imposed by this by-law, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may make an order prohibiting the continuation or repetition of the offence by the person convicted.

7.3 Where a person fails to do a matter or thing as directed or required by an Officer or other person, pursuant to this by-law or other Township of Billings by-law or the *Municipal Act*, the matter or thing may be done by the Township at that person's expense which associated costs may be added to the tax roll of the person to be collected in the same manner as property taxes.

8.0 SEVERABILITY

8.1 If a court of competent jurisdiction should declare any section or part of a section of this by-law to be invalid such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of this by-law and it is hereby declared that the remainder of this by-law shall be valid and shall remain in force.

9.0 CONFLICTS

9.1 This By-law shall apply in addition to the provisions of any other Township of Billings Bylaw and the *Municipal Act, 2001*, S.O. 2001 c. 25, as amended, provided that in the event of conflict, the provisions of any other Township By-law or the *Municipal Act, 2001*, S.O. 2001 c. 25, as amended, shall be paramount over this by-law, provided such provisions are not contrary to law.

9.2 Nothing in this By-law shall limit any other statutory or common law rights or powers of the Township or any Officer to enter on Land or Dwellings.

10.0 SHORT TITLE

10.1 This by-law will be shall be known as and be cited as the Power of Entry By-law.

11.0 ENACTMENT

11.1 This by-law shall come into force and take effect upon the final passing thereof.

Read for the first time this 21st day of December, 2020.

Read for the second time this 2nd day of February, 2021.

Read for the third time and enacted this ____ day of _____, 2021.

Ian Anderson, Mayor

Kathy McDonald, CAO/Clerk

COVID-19 Vaccine Distribution Task Force

General (Ret'd) Rick Hillier
Chair

25 Grosvenor Street
11th Floor
Toronto ON M7A 1Y6

COVID-19VaccineTaskForce@ontario.ca

Groupe d'étude sur la distribution des vaccins contre la COVID-19

Général (à la retraite) Rick Hillier
Président

25, rue Grosvenor
11^e étage
Toronto ON M7A 1Y6

COVID-19VaccineTaskForce@ontario.ca



February 5, 2021

We have entered the month of February in a different set of circumstances than we anticipated being in only a few weeks ago. As you know, ongoing vaccine shipment delays and reduced shipments have forced us to pivot from the plan we had made for larger shipments of vaccines. However, a pivot does not mean that we have changed our goals. Quite the opposite – it has given us the opportunity to prove that we can re-focus our efforts when needed, while continuing to work on logistics and plans to be ready when the vaccines do arrive.

To support this, we have been holding Knowledge Sharing Sessions (KSS) with public health units. These sessions are meant to provide an opportunity for public health units to showcase their integrated delivery plans and strengthen mutual understanding by sharing best practices and findings and by identifying and discussing where provincial supports and resources may be needed.

Due to the delay in vaccine shipments, we updated our goal of completing the administration of first doses of COVID-19 vaccines to residents in each long-term care, high-risk retirement and First Nations elder care homes from February 5 to February 10. However, at the time of this memo, we have been able to offer first doses to residents in over 80% of the homes. The moment the vaccines are delivered this week, teams in public health units will move immediately to get them into the remaining homes.

We are also excited to report that vaccination teams will be distributing vaccines in 31 First Nations fly-in communities in the north as part of Operation Remote Immunity. In fact, 1,551 total doses were administered during the soft launch of this operation, between January 8 and January 29, 2021. When Operation Remote Immunity was officially launched this week, 1,363 doses were administered between February 1 and 3, 2021. This first step begins our journey towards protection for remote First Nations communities.

The continued collaboration between municipal, community, and health system partners and the determination to achieve our common goals has steered us through these past few weeks and remains the key to our success.

Sincerely,

General (Ret'd) Rick Hillier
Chair of the COVID-19 Vaccine Distribution Task Force

COVID-19 Vaccine Distribution Task Force

Update #7

Vaccine Update

- Over **355,000** doses administered across the province
- Second dose, full immunization began January 5, 2021, with over **80,977** Ontarians fully immunized after receiving both doses (as of 8 p.m. February 3, 2021)
- Operation Remote Immunity officially started on February 1, 2021 in six fly-in First Nation communities in northern Ontario. As of February 3, 2021, a total of 2,914 doses have been administered through Operation Remote Immunity which includes communities that were part of the soft launch in January.

Long-Term Care Homes Update:

- Residents, staff, essential caregivers (including family caregivers) and other employees in congregate living settings for seniors were identified as an initial priority due to age, clinical risk/vulnerability and risk associated with living in a congregate setting.
- Specific public health unit areas were identified and prioritized based on highest risk categorization including rates of disease transmission in the community.
- Over 80% of residents have received the 1st dose of the vaccine in more than 80% of all LTC homes.
- 20 of 34 PHUs are showing 100% of LTC complete.
- All LTC home residents will receive a first dose vaccine offer by February 10.

Update on Data, IT & Reporting Progress and Issues

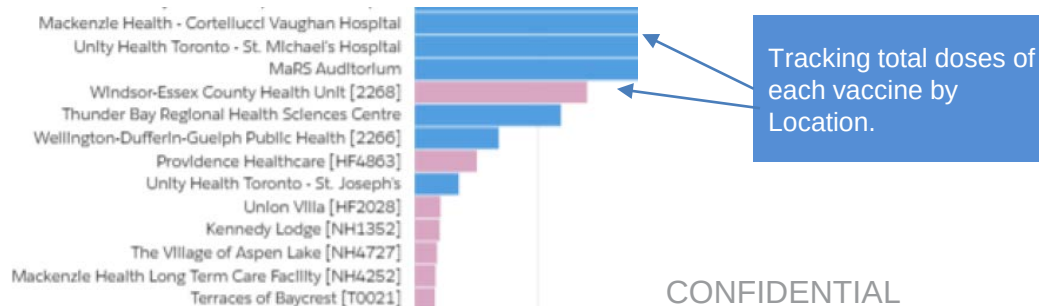
Tracking Vaccination Progress



Regular reporting tracks progress

A regular dashboard tracks progress on key indicators such as number of shots and demographics.

Tracking 1st and 2nd doses of each vaccine type.



CONFIDENTIAL

Pfizer and Moderna Update

- On January 19th, the province was notified by the federal government of further reductions in Pfizer-BioNTech allocations, resulting in:
 - no allocations in the week of January 25th
 - 26,325 doses in the week of February 1st (reduction of approx. 82%)
 - 27,300 doses in the week of February 8 (reduction of approx. 81%)
 - 130,650 doses in the week of February 15 (reduction of approx. 8%)
 - 155,025 doses in the week of February 22 (increase of approx. 9%)
- No allocations have been provided beyond the week of February 22nd.
- On January 29th the province was advised by the Federal Government that the allocation of Moderna for the week of February 1st will be decreased by 18,200 doses (approx. 22% decrease).
 - Ontario is expecting to receive 63,400 doses of Moderna by February 7th.
- Despite these challenges in supply, the province and vaccination sites have worked together to accelerate the vaccination of long-term care, high-risk retirement and First Nations elder care home residents and continue to administer second doses based on availability of supply provided by the federal government. As a result of recent delays in shipments, the province has updated its goal of visiting these settings to administer first doses by February 10th.
- The province is expecting approximately 310,000 doses to be delivered in the remaining weeks of February. Once sufficient doses are available, vaccinations will resume to provide first doses for staff and essential caregivers in the settings for the most vulnerable populations.

Operation Remote Immunity Update

(31 northern fly-in communities and Moosonee)

- Operation Remote Immunity is a collaborative effort between Ornge, the Ministries of Health, Indigenous Affairs (IAO), Solicitor General and Natural Resources and Forestry, federal government partners as well as with the Nishnawbe Aski Nation (NAN).
- Ornge is leading the administration of the vaccine to 31 fly-in First Nation communities and Moosonee in Ontario. As part of the rollout, the vaccine will be available to community members 18 years of age or older.
- Recognizing the critical importance of engaging Indigenous leadership in how vaccines are offered to their communities, the plan was co-developed in partnership with NAN.
- Vaccination teams under the direction of Ornge will be represented by a number of organizations, including the Weeneebayko Area Health Authority (WAHA), the Sioux Lookout First Nations Health Authority (SLFNHA), the First Nations Inuit Health Branch, the Northern Ontario School of Medicine, Queen's University, the University of Toronto, northern Paramedic Services, and the Porcupine Health Unit, among others. Team members have received the full COVID-19 vaccine and have undergone cultural training prior to this operation.
- Weenusk (Peawanuck) First Nation was the first to host a vaccination team and clinic on January 26. During the week of February 1, 2021, teams administered the vaccine to six additional communities, Neskantaga, Slate Falls, Muskrat Dam, Fort Severn, Kashechewan and Webequie. A total of 1,363 doses were administered from February 1 to 3, 2021.
- As part of a soft launch in January, Ornge delivered vaccines to SLFNHA, WAHA and Weenusk First Nation where 1,551 doses have been administered with a focus on hospital and long-term care/chronic care staff and residents.
- Operation Remote Immunity aims to complete its work by April 30, 2021.

Public & stakeholder communications

- Premier-led announcements to address emerging issues affecting Ontario's vaccine program directly or indirectly including vaccine supply from manufacturers and COVID-19 variants of concern.
- Technical briefings, memos to stakeholders, daily fact sheets, and meeting with hospital and public health units to articulate direction confirm the commitment to be transparent.

Targeted public/sector education efforts

Long-Term Care:

- Social media marketing push with video (in approval) for LTC workers to combat misinformation and clarify that the vaccine is safe and effective. Selected professions will be targeted on Facebook and Instagram.
- Townhall by the General and LTC sector, Minister's letter to sector– translated into several languages
- CMOH/DM letter with information deck and fact sheet.
- Fact sheet distributed to the sector, translated into several languages, Sector FAQs are in approvals.
- Outreach strategy to faith/community leaders to identify vaccine champions among LTC workers, including a toolkit for the champions.

Indigenous Affairs:

- Hosted the third weekly Indigenous Vaccine Communications working group meeting and introduced the new online resource hub.
- Indigenous Services Canada communications reps have now joined Ontario's meeting, consolidating several meetings to one.
- Continued sharing partner social posts highlighting vaccination rollout underway in fly-in communities.
- Collaborating with Ornge and MOH on the launch of Operation Remote Immunity, which aims to complete its work by April 30, 2021.

Anti-Racism Directorate

- At-risk subgroup met this Monday where early thinking on the communications approach to support at-risk communities was presented.
- Exploring opportunity to create a digital resource (i.e. a web page) where resources can be collected, curated and accessed by community groups and leaders.

Marketing

- "Text Message" creative in market since mid-January alongside the existing "Stop the Spread" Campaign.
- Starting Feb. 1: new campaign began rolling out focusing on the action and potential outcome of disregarding public health advice. It asks Ontarians to continue following public health advice and measures until it is their time to get the vaccine.
- New "stay at home" creative will blanket social, digital, out-of-home, radio and print across the province.
- The campaign also has a large multicultural media buy and will be available in Indigenous languages as well.
- Goal is to transition to a more vaccine-focused marketing message in mid-to-late March.

Next Steps

- Ministry of Health continues working with vaccination sites to **accelerate the vaccination of long-term care, high-risk retirement, and First Nations elder care residents** across Ontario.
- We are **working with partners** to plan next steps for when additional vaccine supply is restored to the province:
 - Remaining staff and essential caregivers in long-term care, high-risk retirement and First Nations elder care homes
 - Retirement homes and other congregate care for seniors (e.g., number of residents, staff, etc.)
 - Health care workers
 - First Nation, Inuit, and Métis populations
 - Adults in chronic home care
- Ontario **continues to be ready** to administer doses – and expand the number of locations administering – as soon as we receive them from the federal government. The province has capacity to vaccinate nearly 40,000 people per day and is building capacity to triple or quadruple that capacity pending federal government supply, including municipally-run vaccination clinics.

Memorandum

To: Mayor and Council

cc: CAO/Clerk, Deputy Clerk

From: Todd Gordon, EDO

Date: 02.09.2021

RE: Main Street Reconstruction Update

Recommendation:

As EDO, I endorse EXP Engineering Service's recommendation, as per the attached proposal evaluation report, to engage with Denis Gratton Construction, Ltd, as contractor for the reconstruction of Main Street in Kagawong. Further, I recommend that Council direct the CAO to sign a Letter of Intent (LOI) to Denis Gratton Construction Ltd., indicating that the Municipality intends to award them the Main St. (Kagawong) Reconstruction Tender (Billings RFP#: 2020-09), subject to final Environmental Compliance Approval (ECA) for the stormwater management system.

Background:

- The RFP period for the Main Street reconstruction project closed on February 05, 2021
- In response to the RFP process, as managed by the municipality's engineering firm, EXP Services Inc., the Township received 7 proposals.
- Proposals were initially evaluated using a comprehensive two-part process: evaluation of the technical proposal from each proponent (proponents had to meet minimum criteria), and then evaluation of their cost proposal (bid). One proposal was rejected upon receipt because it did not meet RFP requirements, and one proposal was disqualified after the technical proposal review stage (the proponent did not meet the minimum technical qualifications to proceed to review of their cost proposal).
- Of the remaining 5 proposals, 3 were very close in the value of their cost proposal, and close in their total evaluation score. These three proponents were invited to participate in individual proposal review meetings with the Engineers and a member of Billings staff.
- As a result of this full proposal evaluation process, including the review meetings, EXP has recommended that the Township engage Denis Gratton Construction Ltd., of Chelmsford, ON, as the contractor for the Main Street Reconstruction project, and expects the municipality to formally accept their proposals and contractually engage with them once the formal MECP stormwater management permits are in place.
- In the interim, a Letter of Intent (LOI) provides all parties with enough certainty to proceed with some less onerous preliminary steps (utility locates are an example of this kind of thing, and preliminary crew and schedule planning on the part of the contractor) which will facilitate the overall project progress once Council formally accepts the Gratton proposal.

Respectfully submitted,
Todd Gordon, EDO



Kagawong Main Street Reconstruction Proposal Evaluation

Type of Document

Report

Project Name

Kagawong – Main Street Reconstruction

Project Number

20-09

Prepared By: Steven Kacan, E.I.T.

Reviewed By: Mark Langille, P.Eng.

EXP Services Inc.
885 Regent St, Sudbury
Ontario, P3E 5M4
Canada

Date Submitted

February 10th, 2021

1 Purpose

This report will outline the scoring process executed by EXP's proposal review team for RFP 20-09 for The Corporation of the Township of Billings.

The Corporation of the Township of Billings submitted RFP 20-09 on December 11th, 2020 and had a deadline for Proposal Submissions on February 5th, at 2:00pm.

2 Scoring Criteria

The submitting procedure for proponents is the submission of two (2) envelopes. Envelope 1 – Technical Proposal and Envelope 2 – Proposal Form.

The scoring criteria for the purpose of awarding RFP 20-09 will first have a technical evaluation. The technical evaluation will be scored out of 30 following the criteria shown below in Table 1.

Table 1 : Technical Scoring Criteria

Technical Proposal Evaluation	Point Allocation
Company Experience and Project Management	7
Project Team and Sub-trades	2
Quality Management	3
Environmental Management	3
Safety Management	2
Project Schedule	5
Technical Plan	5
Financial Control	3
Total Technical:	30

Once it has been determined that a proponent has received a technical score of 21 or higher for their technical submission, then and only then will each proponent's Proposal Form be opened and evaluated to calculate their total score.

The Proposal Form scoring will be scored out of 70 and follow equation 1 below.

Equation (1)

$$\frac{2 \text{ Times Cost of Lowest Proposal} - \text{Cost of Proposal being Evaluated}}{\text{Cost of Lowest Proposal}} \times \text{Full Weight of Cost Criteria}$$

A total score out of 100 will then summed together from the Technical score and Proposal Form score.

3 Proposal Scoring

Seven (7) Proposals were submitted for RFP 20-09, Teranorth Construction, R.M Belanger Limited, Lacroix Construction Co., Dennis Gratton Construction Ltd., Dominion Construction, JI Enterprises, and Deep Construction Inc. All seven (7) proposals were submitted on time, however the submission from Lacroix Construction contained the technical proposal and proposal form in one envelope, and consequently was disqualified. All of the other technical proposals received a full evaluation

3.1 Technical Score

The technical score for each proponent was carefully scored on every aspect of their proposal. Of the 6 evaluated proposals, *Dominion Construction, JI Enterprises, R.M Belanger Limited, Teranorth Construction, and Denis Gratton Construction* received a technical score of 21 or higher, moving them into the Financial Proposal phase of the evaluation. *Deep Construction Inc.* did not successfully score a 21 or higher on their technical proposal and was not evaluated further. For more information regarding the scoring breakdown for the technical proposals, please refer to **Appendix A**.

Table 2 : Technical Scores

<u>Technical Score</u>	
<i>Dominion Construction</i>	22.5
<i>Deep Construction</i>	16
<i>Gratton Construction</i>	29
<i>Lacroix Construction</i>	N/A
<i>R.M. Belanger Limited</i>	25.5
<i>JI Enterprises</i>	21
<i>Teranorth Construction</i>	29

3.2 Financial Score

From each successful proponent's Envelope 2 - Proposal Form submission, the following total prices were submitted to RFP 20-09.

Dominion Construction - \$ 3,888,054.12* **

Gratton Construction - \$ 3,417,565.25

R.M. Belanger Limited – \$ 3,300,150.00

JI Enterprises – \$ 3,643,328.85

Teranorth Construction – \$ 3,370,868.87

***NOTE** – Upon reviewing the Schedule of Prices for each Proposal Form it was noted that the total calculation was not correct for the selected items shown below. The totals above reflect the corrected total based on the unit prices listed in the Schedule of Prices.

****NOTE** – Upon reviewing the Schedule of Prices for each Proposal Form it was noted that the total was not added up correctly for selected items shown in Table 3 below and the total above reflect the correct total based on the prices listed in Schedule of Prices.

Table 3 : List of Items Corrected

<u>Dominion Construction</u>		
	<i>Original Value</i>	<i>Corrected Value</i>
Item 17 (Part C)	\$ 377,416.00	\$ 376,528.00
Item 19 (Part C)	\$ 4,190.00	\$ 4,191.00
Item 27 (Part C)	\$ 195,182.90	\$ 195,090.00
Item 20 (Part E)	\$ 4,854.30	\$ 4,854.20
Total Part D	\$ 411,771.45	\$ 399,771.45
Total	\$ 3,901,684.90	\$ 3,888,054.12

Each Proponent successfully submitted Schedule of Prices, Agreement to Bond and 10% Proposal Deposit.

The financial score calculation will follow equation 1 above and is shown in Table 3 below.

Table 4 : Financial Score

<u>Financial Score</u>	
<i>Dominion Construction</i>	57.5
<i>Gratton Construction</i>	67.5
<i>R.M. Belanger Limited</i>	70.0
<i>JI Enterprises</i>	62.7
<i>Teranorth Construction</i>	68.5

3.3 Total Score

A total score is calculated from the summation of the technical score and financial score shown below in Table 5.

<u>Total Score</u>	
<i>Dominion Construction</i>	80.0
<i>Gratton Construction</i>	96.5
<i>R.M. Belanger Limited</i>	95.5
<i>JI Enterprises</i>	83.7
<i>Teranorth Construction</i>	97.5

3.4 Further Evaluation

The top three proponents; Teranorth, Belanger and Gratton submitted prices that were within 3% of each other, resulting in their subsequent total scores also being very close. As a result, EXP found it prudent to conduct interviews with each contractor. These interviews took place on February 9th, 2021. The objective of the interviews was to learn more about each contractors' proposed schedule, traffic control, staging plans, and added value they bring to the project. This information was then used to determine the contractor best suited to the project and cognizant of the needs of the Township and its residents. The following are synopses of the interviews:

Meeting One: RM Belanger Limited, February 9, 201 1:00 pm

- Belanger is qualified and very capable of successfully completing this project.
- Belanger is a medium/large company with many resources available if needed.
- Belanger's price is the lowest price submitted **\$3,300,150.00**
- If award is delayed, we risk not getting their "A" Crew.
- Belanger is known for aggressively seeking extras

Meeting Two: Teranorth Construction, February 9, 201 2:00 pm

- Teranorth is qualified and very capable of successfully completing this project.
- This project would be considered a small project to Teranorth.
- Teranorth is a large company with many resources and crews available if needed.
- Teranorth's price is the second lowest price submitted **\$ 3,370,868.87**
- Teranorth is a large enough company that a delay in award would most likely not affect the quality of the crews assigned to the project.
- Teranorth is well respected in the industry.

Meeting Three: Denis Gratton Construction, February 9, 201 4:00 pm

- Gratton is qualified and very capable of successfully completing this project.
- Gratton is a small/medium company with resources available if needed.
- Gratton's price is the highest of the 3 company's interviewed. Price submitted **\$3,417,565.25**
- Gratton's proposal identified possible cost savings of \$18,000.00
- Gratton stated additional cost savings available of \$40,000.00 to the main contract as a result to the contamination clean up.
- If the proposed cost savings are applied the price becomes approximately **\$3,360,000.00** which puts them between Belanger and Teranorth cost wise.
- If award is delayed, we would still get their "A" Crew.
- Being a smaller company Gratton appears to be more cognizant of the needs of the Township and the residents.

4 Recommendation

After a comprehensive review of the proposal documents and the subsequent interviews with the Proponents, EXP recommends the Township of Billings enter an agreement with Denis Gratton Construction Ltd for the Kagawong – Main Street Reconstruction Project 20-09. Upon approval of the Township EXP will proceed with the preparation of the Articles of Agreement for the Kagawong – Main Street Reconstruction Project to establish a contract between the Township of Billings and Denis Gratton Construction Ltd for the value of \$3,417,565.25 as per their proposal.

It is EXP's opinion that Denis Gratton Construction Ltd. has the ability, experience, and willingness to work with the Township to complete the project successfully and in a manner that takes the Township's best interests into consideration.

Once the agreement is in place EXP recommends the Township pursue the cost savings proposed by Gratton Construction in their submission and subsequent interview.

PPENDIX A
TECHNICAL PROPOSAL SCORING

Technical Proposal Scoring								
Technical Proposal Evaluation	Point Allocation	Deep Construction Inc.	Denis Gratton Construction	Dominion Construction	JI Enterprises	Lacroix Construction Co.	RM Belanger Limited	Teranorth Construction
Company Experience and Project Management	7	3	7	4.5	7		6	7
Project Team and Sub-trades	2	1.5	2	2	2		2	2
Quality Management	3	1	3	3	1.5		1.5	2.5
Environmental Management	3	1	3	2.5	1		3	2.5
Safety Management	2	2	2	2	0.5		2	2
Project Schedule	5	3.5	5	4	4		5	5
Technical Plan	5	2.5	4	2.5	3		5	5
Financial Control	3	1.5	3	2	2		1	3
Total Technical:	30	16	29	22.5	21	N/A	25.5	29

Memorandum

To: Mayor and Council

cc: CAO/Clerk, Deputy Clerk

From: Todd Gordon, EDO

Date: 02.09.2021

RE: Digital Service Squad (Digital Main Street Program) Wrap-Up – Report to Council

Council will recall supporting Billings' engagement in a "Digital Service Squad" project with the Municipality of Central Manitoulin under the Digital Main Street program at the beginning of September 2020. The program finished on January 18th of this year.

In – Brief:

- Collaboration with Central Manitoulin on this initiative created enough scale to take advantage of this provincial business support program. It is unlikely that either municipality would have received funding had we attempted individual stand-alone applications.
- Together we received approximately \$12,000 in funding, the bulk of which paid the wages of an individual, Leah Broekema, the individual hired to assist "main street" businesses in both municipalities with various aspects of web site development and improved e-commerce functioning. Some of the funding was also used for equipment and expenses for Leah.
- Between Central and Billings, Leah approached 48 businesses who met the "main street" criteria under the project, ultimately engaging with, and providing substantial assistance to 12. The specific assistance that Leah provided to each business varied with influencing factors, including the type of business (and therefore the type of online engagement), and their existing level of comfort, expertise, and engagement online and with social media. Leah did assist 3 businesses in each municipality with Digital Main Street training, and in making application for additional grants under the program. Considering the relatively short timeframe for implementation, and the logistical challenges related to the pandemic, I think this array of useful assistance to some of our key businesses represents a successful outcome.
- Central Manitoulin handled the administration/accounting on this project, including absorbing a small cost overrun.
- Marcus Mohr, Community Development/Outreach Coordinator for Central Manitoulin, completed and submitted the required project report for the program, which includes a project description (with greater detail on the assistance Leah was able to provide) and all financial information. I have a copy of this report which I am happy to share with Council and/or the public, as it is a public document. I also remind everyone that there is more background info in the agenda package for the September 21, 2020 Regular meeting of Council.

Respectfully submitted,
Todd Gordon, EDO

**Ministry of the Environment,
Conservation and Parks**

Drinking Water and Environmental
Compliance Division, Northern Region
Sudbury District, Sudbury Office
199 Larch Street
Suite 1201
Sudbury ON P3E 5P9
Tel.: 705 564-3237
Toll Free: 1-800-890-8516
Fax: 705 564-4180

**Ministère de l'Environnement, de la Protection de
la nature et des Parcs**

Division de la conformité en matière d'eau potable
et d'environnement, Direction régionale du Nord
District de Sudbury, bureau de Sudbury
199, rue Larch
Bureau 1201
Sudbury ON P3E 5P9
Tél. : 705 564-3237
Numéro sans frais: 1-800-890-8516
Télec. : 705 564-4180

January 29, 2021

Ms. Kathy McDonald
Clerk, Township of Billings
P.O. Box 34
Kagawong, Ontario
P0P 1J0

Dear Ms. McDonald:

With regards to the November 12, 2020, Kagawong Drinking Water System inspection, please find enclosed the resulting annual inspection report.

Section 19 of the Safe Drinking Water Act (Standard of Care) creates obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware the Ministry has encouraged such individuals, particularly municipal councillors, to take steps to be better informed about drinking water systems over which they have decision-making authority. These steps could include asking for a copy of this inspection report and a review of its findings. Further information about Section 19 can be found in "*Taking Care of Your Drinking Water: A guide for members of municipal council*" found under "Resources" on the Drinking Water Ontario website at www.ontario.ca/drinkingwater."

Your staff's cooperation during the inspection was appreciated. Please feel free to contact me at 705 929-7029, should you have questions.

Sincerely,

M. Spinney

Maureen Spinney
Water Inspector
Sudbury District Office

cc. Ms. Sarah Beaulieu, OCWA
Mr. Burgess Hawkins, PHSD



Ministry of the Environment, Conservation and Parks

**KAGAWONG DRINKING WATER SYSTEM
Inspection Report**

Site Number:	210003084
Inspection Number:	1-OEWP6
Date of Inspection:	Nov 12, 2020
Inspected By:	Maureen Spinney

OWNER INFORMATION:

Company Name:	BILLINGS, CORPORATION OF THE TOWNSHIP OF		
Street Number:	15	Unit Identifier:	
Street Name:	OLD MILL Rd		
City:	KAGAWONG		
Province:	ON	Postal Code:	P0P 1J0

CONTACT INFORMATION

INSPECTION DETAILS:

Site Name:	KAGAWONG DRINKING WATER SYSTEM
Site Address:	75 BEACH Street KAGAWONG ON P0P 1J0
County/District:	BILLINGS
MECP District/Area Office:	Sudbury District
Health Unit:	SUDBURY AND DISTRICT HEALTH UNIT
Conservation Authority:	
MNR Office:	Sudbury Regional Office
Category:	Large Municipal Residential
Site Number:	210003084
Inspection Type:	Unannounced
Inspection Number:	1-OEWP6
Date of Inspection:	Nov 12, 2020
Date of Previous Inspection:	Jul 11, 2019

COMPONENTS DESCRIPTION

Site (Name):	Raw Water	Sub Type:	Surface
Type:	Source		
Comments:			

The Kagawong Water Treatment Plant (WTP) intake lies in Mudge Bay, just off the North Channel of Lake Huron. The intake line is a 116 m long, 355 mm diameter polyethylene pipe with 10 mm opening stainless steel screen. The intake pipe lies weighted down with stone at a depth of approximately 12 feet. The shallow depth makes the intake prone to frazzle ice during winter conditions. The low lift pumping station includes an intake backflush facility to aid in clearing frazzle ice from the intake line, using treated water.

The lowlift pumping station which sits on the banks of Mudge Bay also houses a pre-chlorine zebra mussel control system, and the frazzle ice surge tank . Two wet wells, two low lift turbine pumps and a standby propane generator are also located in the raw water pumphouse. The associated propane tank is located on the lake side of the lowlift building.

The Drinking Water Works Permit (#255-201, issue 1) indicates that the raw watermain between the low lift Pumping Station and the water treatment plant is 150 mm in diameter and approximately 1000 metres in length.

Site (Name):	WTP Treated Water	Sub Type:	Treatment Facility
Type:	Treated Water POE		

Comments:

The Kagawong Water Treatment Plant is a Class 2 water treatment subsystem operated by the Ontario Clean Water Agency (OCWA). This is a large municipal, residential system.

The plant was constructed in 2005 and originally outfitted with US Filter microfiltration membranes utilizing a pressure system (which became problematic causing pipe failure). Since the 2015 retrofit, treatment consists of 2 ultrafiltration GE Zeeweed package units utilizing a suction system which draws water through membranes, followed by injection of sodium hypochlorite for primary and secondary disinfection.

Raw water is pumped from the low lift pumping station to the water treatment plant.

Water passes through a strainer to remove larger objects and is then distributed to a header, which directs the water into tanks on each of the two membrane ultra filtration trains. Sodium hypochlorite is added for primary disinfection as water is pumped to the chlorine contact chamber.

The chlorine contact chamber maintains a constant volume of 162m³ with overflow weir to the highlift well. Two high lift vertical turbine pumps provide water to 200mm watermain from plant to intersection of Beach Road and Main Street as well as to the storage tower as it is a shared watermain.

Post chlorine injection of sodium hypochlorite (trim) is possible but is not currently in use. Treated water is then pumped via one of two high lift pumps to the water tower. There are no connections on the line prior to the tower.

Turbidity is continuously monitored on the two membrane trains. Pre-chlorine is monitored just prior to water entering the contact chamber, and post chlorine (used in CT calculations) is measured post contact chamber.

Backwash water enters a settling reservoir then a neutralization reservoir with supernatant discharged to a nearby ditch when ORP and pH are within acceptable ranges.

Site (Name): Distribution System

Type: Other

Sub Type: Other

Comments:

This distribution system is a class 1 water distribution subsystem and is operated by OCWA.

The population of Kagawong is estimated to be approximately 350 in the summer months, with approximately 150 residents year round. There are a reported 162 service connections, with approximately eight connections to commercial premises. There are also two public water taps located at the Kagawong Firehall.

There are two marinas in town, both municipally operated, providing slips for 35 boats, eighteen of which have access to potable water taps. There are no industrial connections in Kagawong.

It is noted that residents often allow taps to run a small amount of water all winter to avoid frozen connections. Services are not metered.

There are also 4 bleeders in use in the distribution system to help prevent frozen lines and to aid in maintaining chlorine residual levels. Three are located on Maple Drive and one by the municipal building.

The distribution system consists of three main components: the elevated water tower, town lines, and private or wild lines.

(i) Elevated Water Tower:

The tower was constructed in 2005 and is used for storage and to maintain pressure in the distribution system. The tower is located on the same property as the water plant. A sampling port is located at the tower but there is no

capability to continuously analyze chlorine residual. In 2017 the tower was recoated.

(ii) Town Lines:

The distribution system includes 50 through 200 mm diameter lines. PVC piping has been used throughout approximately 99% of the system. One line of galvanized 2 inch pipe does form part of the distribution system. A PVC pipe runs under the Kagawong River at the outfall . There are 9 hydrants owned and maintained by the township.

(iii) Private Lines:

The Township was formerly working towards procuring ownership of all private lines that were allowed to connect to the distribution system, but has had some difficulty in achieving this. The Township no longer allows private lines to connect to the distribution system, and has passed a By-law to that effect.

Site (Name): MOE DWS Mapping
Type: DWS Mapping Point

Sub Type:

INSPECTION SUMMARY:

Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water related policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment and distribution components as well as management practices.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O.Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This report is based on a "focused" inspection of the system. Although the inspection involved fewer activities than those normally undertaken in a detailed inspection, it contained critical elements required to assess key compliance issues. This system was chosen for a focused inspection because the system's performance met the ministry's criteria, most importantly that there were no deficiencies as identified in O.Reg. 172/03 over the past 3 years. The undertaking of a focused inspection at this drinking water system does not ensure that a similar type of inspection will be conducted at any point in the future.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

The inspection review period is July 1, 2019 to September 30, 2020. This inspection occurred during the Covid 19 pandemic which resulted in a somewhat narrowed inspection process.

Source

- The owner had a harmful algal bloom monitoring plan in place.

Operator does check for blooms weekly.

Capacity Assessment

- There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking Water Works Permit issued under Part V of the SDWA.

Schedule C of the Drinking Water Works Permit requires the use, and calibration of flow meters at the following locations:

Treated water flowing to the distribution system. Calibration date is March 26, 2019, March 29, 2018 and February 14, 2020.

Flow rate and daily volumes of water flowing into the treatment system. Calibration date is March 26, 2019, March 29, 2018 and February 14, 2020.

- The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the Municipal Drinking Water Licence issued under Part V of the SDWA.

The MDWL, Schedule C, specifies a rated capacity for the Kagawong water treatment plant of 900m³/day per membrane train. However the lowlift pump capacity of 11.6L/second is the limiting factor resulting in a total maximum rated capacity of 1002m³/day.

Operator indicates membrane trains have functioned well all year, thus rated capacity has remained at 1002m³/day. The dataset provided for the review period, indicates a maximum treated water daily flow of

Capacity Assessment

568.9m³/day in August 2019.

Treatment Processes

- **The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.**

During the inspection the following information was noted:

-Zebra mussel system is operational at approximately 10 degrees Celcius. The raw water sampling line utilizes a separate pump located in the lowlift building. The last inspection report recommended checking the functionality of the zebra mussel control system based on results of a 2011 Watech report. In May 2019 divers returned and inspected the intake system. Though unable to access the zebra mussel control system, divers did find the intake structure to be in generally good condition. Recommendations include cleaning intake screen at least every two years and examining and repairing as necessary straps holding down the chlorine carrier pipe. In 2011, divers noted 60% zebra mussel coverage, which increased to 100% in 2019.

-The frazzle ice backwash system in the lowlift building, utilizes dechlorinated, treated water which flows from the plant back down to the lowlift building.

-Currently (see Schedule E) the plant is attributed with 2 log removal credits for Crypto and 3 log removal credits for Giardia, however Schedule A of the DWWP establishes that up to 4 log removal for Crypto and Giardia may be awarded provided that direct integrity testing is performed daily and other requirements as per the Procedures for Disinfection are fulfilled. Though the operator indicates that a warning alarm on integrity testing is used, prior to the assumed use of elevated log removal credits, an SOP needs to be developed which will provide guidance if not a checklist to the operators. Again this year, the operating authority indicates they will not use the elevated log removal credits available under Schedule A, but will adhere to Schedule E.-The operator indicates cracks in wall of the clearwell as seen in the basement of the water plant have not progressed, and that he will continue to monitor any progression. Note that a May 22, 2015, inspection of the clearwell by PW Makar Coatings Inspection Ltd. occurred. Recommendations included a suggestion that OCWA engineers appraise concrete cracking.

-The sulphuric acid system (a standby pH control system) needs to be maintained or removed from the site. The operator notes that the existing storage tank contains water not acid.

-The "post-chlorination" system at the plant is in place (currently unplugged) to provide trim chlorine if required. There is no separate day tank. This trim system would use the storage tank associated with "pre-chlorination" system. Though unused, the trim system needs to be maintained.

- **The owner/operating authority was in compliance with the requirement to prepare Form 2 documents as required by their Drinking Water Works Permit during the inspection period.**

Form 2 was written to address modifications to the emergency propane generator located at the lowlift building. The frazzle ice backwash system utilizes dechlorinated, treated water which flows from the plant back down to the lowlift building. Water from this line also cools the radiator in the propane powered emergency generator. In January of 2018, this line froze at the lowlift building causing the operator to shut down the generator until the soil was sufficiently thawed in order to repair connections. The generator was logged as "out of service" till June when the rad was replaced and no longer is linked to a treated water line.

Note that Form 2 will be required for the expected removal of the unused trim chlorine and acid systems.

- **Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities required under Ontario Regulation 170/03 or a Drinking Water Works Permit and/or Municipal Drinking Water Licence issued under Part V of the SDWA at all times that water was being supplied to consumers.**

For reference, 2015 upgrades include the following items:

- Replacements of three existing pressurized "Memcor" membrane filtration trains with two new prepackaged submerged "GE - Z-Box" membrane filtration trains.
- Replacement of the Clean-in-Place chemical feed pumps (sodium hypochlorite and citric acid).

Treatment Processes

- Structural reinforcement of the existing floor slab to support the new equipment.

The Kagawong water treatment process includes ultrafiltration membranes followed by chemical disinfection with sodium hypochlorite to achieve the required log removal/inactivation credits.

The following table is a summary of the processes and their respective log removal credits:

	CRYPTO	GIARDIA	VIRUSES
Membrane Filtration	2.0	3.0	0.0
Chlorination	0.0	0.5	4.0
Design Totals	2.0	3.5	4.0
Required Removal/Inactivation	2.0	3.0	4.0

MEMBRANE FILTRATION:

In order to achieve the above noted log removal credits for the filtration portion of the treatment, the following criteria (as outlined in Schedule E of the MDWL), must be met:

1. Effective backwash procedures shall be maintained including filter-to-waste or an equivalent procedure to ensure that the effluent turbidity requirements are met at all times. Plant operator and data provided indicate effective backwash procedures are in place with an automated backwash occurring, though operator can change frequency as needed.
2. Membrane integrity shall be monitored by continuous particle counting or by an equivalently effective means such as intermittent pressure decay measurements. Operator indicates daily pressure decay testing system is alarmed.
3. Filtrate turbidity shall be continuously monitored. Data was reviewed. The operator is monitoring, reconciling and making comments on turbidity data.
4. Performance criterion for filtered water turbidity of less than or equal to 0.1 NTU in 99% of the measurements each month shall be met for each filter train. Submitted filter efficiency reports indicate efficiency greater than 99% each month, for each train. Filter efficiency calculator does not include backwash data. Again this year the calculator reset to zero one day early during November through February. Should this recur the operator must complete manual filter efficiency calculations at month end.

CHLORINATION:

As itemized in Schedule E of the MDWL, credit assignment criteria includes the following items:

1. Continuous chlorine residual monitoring at a location where intended contact time has just been completed. Sample is drawn past the contact tank.
 2. CT provided shall be greater than or equal to CT required. This plant does not have a CT calculator online but instead uses a worst case chlorine residual level (0.70mg/l) as a trigger for operator to examine conditions and calculate CT. This is recorded in logbook. Data was reviewed.
- **Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.**
 - **Where an activity has occurred that could introduce contamination, all parts of the drinking water system were disinfected in accordance with Schedule B, Condition 2.3 of the Drinking Water Works Permit.**
- Note that operators fill out a distribution maintenance form as well as document situation in logbook.

Treatment Process Monitoring

- **Primary disinfection chlorine monitoring was conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved.**

Primary disinfection monitoring is accomplished by drawing a sample from a location after the contact tank. Note that the tower does not form part of disinfection calculations. Operator indicates bypassing contact tank is not possible.

- **Continuous monitoring of each filter effluent line was being performed for turbidity.**
- **The secondary disinfectant residual was measured as required for the distribution system.**
Sampling in the distribution system is required daily OR four times at four different locations on one day and, at least 48 hours later, three times at three different locations.
- **Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.**
- **All continuous monitoring equipment utilized for sampling and testing required by O. Reg.170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6.**
Operator confirms the following:
-Turbidity alarm is no longer set at 0.8NTU high, 0.9NTU high, high alarm, though plant will stop producing water after 8 minutes of levels in excess of 0.1NTU.
-Chlorine alarm is set at 0.8mg/l free chlorine residual low alarm and 0.75mg/l high, high alarm which will trigger an auto shutdown of highlift pumps at plant.
-Alarms ring through to plant, show as a banner alarm on SCADA, autodialler sounds inside plant and goes to pager. Alarm history functions.
-Water supplies held within the elevated water tower provides for extra response time.
- **Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format.**
- **All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation.**

Schedule 6, Regulation 170 requires a check and calibration of continuous analyzers (chlorine and turbidity) as often as necessary, if manufacturer does not specify, to ensure the following margins of error:
Free chlorine residual +/- 0.05mg/l at concentrations of up to 1.0mg/l and proportionately higher with increased concentrations. OCWA indicates work is completed once per month. Work orders were verified.
Turbidity +/- 0.1NTU. OCWA indicates work is completed once every month. Work orders were verified.

Operations Manuals

- **The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.**
- **The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.**

Logbooks

- Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.

Security

- The owner had provided security measures to protect components of the drinking water system.

Certification and Training

- The overall responsible operator had been designated for each subsystem.
- Operators-in-charge had been designated for all subsystems which comprised the drinking water system.
- All operators possessed the required certification.
- Only certified operators made adjustments to the treatment equipment.

Water Quality Monitoring

- **All microbiological water quality monitoring requirements for distribution samples were being met.**

The following microbiological tests were performed on distribution system samples: Minimum eight samples per month plus one per thousand residents (population is 150), for a minimum of 8 samples per month which were tested/analyzed for Ecoli, Total Coliforms and a minimum of 25% of samples (2) tested/analyzed for general bacteria population.

- **All microbiological water quality monitoring requirements for treated samples were being met.**

The following microbiological tests were performed on treated water:
Minimum one sample per week with testing for E. Coli, Total Coliforms and general bacteria population expressed as Heterotrophic Plate Count.

- **All inorganic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

The owner of a large municipal residential system is required to take a sample every 12 months and test and analyze for inorganic parameters specified in Schedule 23 of Regulation 170. Accomplished on January 2, 2018, January 2, 2019 and January 6, 2020.

- **All organic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

The owner of a large municipal residential system is required to take a sample every 12 months and test and analyze for organic parameters specified in Schedule 24 of Regulation 170. Accomplished on January 2, 2018, January 2, 2019 and January 6, 2020.

- **All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.**

The operating authority pursues sampling a minimum of once every 3 months as follows:

April 3, 2017 @ 30ug/l

July 10, 2017 @ 38.8ug/l

October 2, 2017 @ 38.2ug/l

Water Quality Monitoring

January 2, 2018 @ 58.7ug/l
 April 6, 2018 @ 47.4ug/l
 July 3, 2018 @ 34.7ug/l
 October 1, 2018 @ 26.9ug/l
 January 2, 2019 @ 27.9ug/l
 April 8, 2019 @ 34.5ug/l
 July 2, 2019 @ 44.8ug/l
 October 8, 2019 @ 57.7ug/l
 January 6, 2020 @ 38.6ug/l
 April 1, 2020 @ 30.2ug/l
 July 2, 2020 @ 35.5ug/l

RAA = 40.5ug/l. Note that the location for sampling is required to be at a location most likely to have potential for formation. Sampling results indicate that the Public Works garage would be applicable.

- **All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.**

The operating authority pursues sampling a minimum of once every 3 months as follows:

April 3, 2017 @ 42ug/l
 July 10, 2017 @ 79ug/l
 October 2, 2017 @ 65ug/l
 January 2, 2018 @ 51ug/l
 April 6, 2018 @ 45ug/l
 July 3, 2018 @ 96ug/l
 October 1, 2017 @ 39ug/l
 January 2, 2019 @ 42ug/l
 April 8, 2019 @ 53ug/l
 July 2, 2019 @ 63ug/l
 October 8, 2019 @ 100ug/l
 January 6, 2020 @ 48ug/l
 April 1, 2020 @ 58ug/l
 July 2, 2020 @ 75ug/l

RAA = 86ug/l. Note that the location for sampling is required to be at a location most likely to have potential for formation. Sampling results indicate that the Old Mill site would be applicable.

- **All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency for the DWS.**

The operating authority pursues sampling a minimum of once every 3 months.

- **All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

The operating authority pursues sampling, a minimum of once every 60 months. Last sample occurred on January 5, 2016 with results of 6.09mg/l.

- **All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

The operating authority pursues sampling, a minimum of once every 60 months. Last sample occurred on January 5, 2016, with results of 0.07mg/l.

- **All water quality monitoring requirements imposed by the MDWL or DWWP issued under Part V of the**

Water Quality Monitoring

SDWA were being met.

Schedule C of the MDWL requires monthly testing of total suspended solids with a maximum annual average concentration of 25mg/l in backwash water flowing to ditch.

- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**

Water Quality Assessment

- **Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).**

Reporting & Corrective Actions

- **Corrective actions (as per Schedule 17) had been taken to address adverse conditions, including any other steps that were directed by the Medical Officer of Health.**

On August 23, 2019, AWQI 147528 was issued for a BWA covering part of the distribution system located at higher elevation, due to the possibility of low pressure. A failure in the alarm callout system resulted in the plant shutting down due to low chlorine residual levels. Of concern was that SCADA actually recorded an "acknowledge" of alarm being called out to the operator. The operating authority investigated the situation and determined that phone issues in the area caused the problem. As a result OCWA is suggesting to municipalities that a cellular backup be installed at plants that use land lines for the alarm system callout feature.

- **All required notifications of adverse water quality incidents were immediately provided as per O. Reg. 170/03 16-6.**
- **Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.**

Please see above Section regarding AWQI 147528. Though operator did not respond to a plant alarm the cause was a failed alarm system not a problem with the operator.

Other Inspection Findings

- **The following issues were also noted during the inspection:**

As noted previously, the operator indicates that the chlorine injection line which controls for zebra mussels is broken. This requires maintenance given the zebra mussel coverage found by divers in 2019.

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

Not Applicable

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.

1. The following issues were also noted during the inspection:

As noted previously, the operator indicates that the chlorine injection line which controls for zebra mussels is broken. This requires maintenance given the zebra mussel coverage found by divers in 2019.

Recommendation:

The Municipality should ensure that the zebra mussel system is in proper working order.

SIGNATURES

Inspected By:

Maureen Spinney

Signature: (Provincial Officer)

Maureen Spinney

Reviewed & Approved By:

Marnie Managhan

Signature: (Supervisor)

Marnie Managhan

Review & Approval Date:

January 28, 2021

Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2020-2021)

DWS Name: KAGAWONG DRINKING WATER SYSTEM
DWS Number: 210003084
DWS Owner: Billings, Corporation Of The Township Of
Municipal Location: Billings

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Focused
Inspection Date: November 12, 2020
Ministry Office: Sudbury District

Maximum Question Rating: 506

Inspection Module	Non-Compliance Rating
Capacity Assessment	0 / 30
Treatment Processes	0 / 81
Operations Manuals	0 / 28
Logbooks	0 / 14
Certification and Training	0 / 42
Water Quality Monitoring	0 / 112
Reporting & Corrective Actions	0 / 66
Treatment Process Monitoring	0 / 133
TOTAL	0 / 506

Inspection Risk Rating	0.00%
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FINAL INSPECTION RATING:	100.00%
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Ministry of the Environment - Detailed Inspection Rating Record (Reporting Year - 2020-2021)

DWS Name: KAGAWONG DRINKING WATER SYSTEM
DWS Number: 210003084
DWS Owner: Billings, Corporation Of The Township Of
Municipal Location: Billings

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Focused
Inspection Date: November 12, 2020
Ministry Office: Sudbury District

Maximum Question Rating: 506

Inspection Risk Rating	0.00%
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FINAL INSPECTION RATING:	100.00%
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Stasia Carr
CAO/Clerk
15 Water Street
PO Box 590
Gore Bay, ON P0P 1H0

February 5, 2021

Billings Township
15 Old Mill Road
PO Box 34
Kagawong, ON P0P 1J0

Dear Mayor and Councillors

The Gore Bay Medical Centre is an integral part of Western Manitoulin. We are fortunate to have three doctors and a dentist who provide care to our communities. When first constructed, the facility met the needs of the health care providers. As time progressed, the needs of health care providers have changed.

The Town of Gore Bay is seeking members to form an ad-hoc committee to evaluate the medical centre facility and provide feedback on any necessary renovations to meet the needs of the medical team and Western Manitoulin.

We kindly appreciate a response by February 19, 2021, to form a committee. Please notify my office of your intent to participate along with the committee members name and contact information.

If you have any questions, please contact my office at (705) 282-2420 x. 1.

Sincerely,

Stasia Carr
CAO/Clerk

Megan Bonenfant

Subject: Steering Committee for Zoning By-law Update

From: Theresa at Manitoulin Planning Board <mpbcarlisle@bellnet.ca>

Sent: Tuesday, February 09, 2021 4:39 PM

To: Silvio Berti <clerk.administrator@tehkummah.ca>; Ruth Frawley <centralm@amtelecom.net>; 'Alton Hobbs' <ahobbs@assiginack.ca>; Kathy McDonald <kmcdonald@billingstwp.ca>; scarr@gorebay.ca; 'Patsy Gilchrist' <pgilchrist787@gmail.com>; brentstdenis@gmail.com; clerk@gordonbarrieisland.ca

Cc: Dan Osborne <dlkent@bellnet.ca>; Eric Russell <eric@amtelecom.net>; Ian Anderson <mayoranderson@billingstwp.ca>; Ian Anderson <andersonvi@hotmail.com>; Ken Noland <kenoland@xplornet.com>; Lee Hayden <haydenlw@gmail.com>; lhayden@gordonbarrieisland.ca; mcdowellfarms <mcdowellfarms@hotmail.ca>; Richard Stephens <richens@amtelecom.net>; Robert Brown <arimat@bell.net>

Subject: Steering Committee for Zoning By-law Update

Good afternoon,

As you know our Official Plan for the Manitoulin District was approved in October 2018 and we are required to update the Municipal Zoning By-laws within three years of the approval of our Official Plan.

The Planning Board is moving forward with advertising to obtain a planning consultant firm to assist with the updating of the Municipal By-laws. Part of the process requires a Project Manager and a Steering Committee, to review the submissions received as part of the "Request for Proposal" (RFP). It is hopeful that review of the submissions can be started as early as April 2021.

The project Manager and Members of the Steering Committee, could be a representative from each of the eight municipalities. This could be a Planning Board Member, a Mayor/Reeve of the Municipality, the t Clerk of the Municipality or another individual from the Municipal Staff or Member/landowner of the Municipality.

Please give this some thought, consult with your Municipal Council, and advise who you would like to appoint from your Municipality.

I would appreciate it if you would take this request to your next Council Meeting.

If you have any questions, please let me know.

Thank you.

Enjoy your evening!

Theresa

Theresa Carlisle,
Secretary Treasurer
Manitoulin Planning Board
Harbour Centre
40 Water Street, Unit 1
P.O. Box 240
Gore Bay ON P0P 1H0
TEL: 705-282-2237
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ECA Application Supporting Documentation Report

Township of Billings Kagawong Landfill
Kagawong, Ontario

Prepared for:

Township of Billings
15 Old Mill Road, PO Box 34
Kagawong, ON P0P 1S0

February 5, 2021

Pinchin File: 222427



Issued To: Township of Billings
Contact: Clerk Treasurer/CAO
Issued On: February 5, 2021
Pinchin File: 222427
Issuing Office: Sudbury, ON
Primary Pinchin Tim McBride
Contact: Director of Landfill
and Municipal Services



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1.0 INTRODUCTION

Pinchin Ltd. (Pinchin) was retained through an Authorization to Proceed, Limit of Liability and Terms of Engagement signed by of Township of Billings (the Client) to provide the necessary information package in support of an Environmental Compliance Approval (ECA) Application for the Kagawong Landfill Site (hereafter referred to as the Site). The following ECA Application Supporting Documentation Report has been provided to the Client to support the formal approval application forms to be submitted to the Ministry of Environment, Conservation and Parks (MECP) for amendments to the current ECA No. A550501.

The Client is seeking an amendment for the following conditions:

“a 1.0 hectare waste disposal site within a total site area of 60.2 hectares having a maximum capacity of 40,000 cubic metres”.

It is proposed that the maximum capacity of the Site at 40,000 cubic meters (m^3) and area of the waste disposal footprint be amended to allow the approval for an additional 36,200 m^3 and an additional 0.25 hectares (ha). The total maximum capacity would be 76,200 m^3 (not including final cover and capping requirements) and the total landfill footprint would be 1.25 ha. Included in this increase, the Client is seeking approval for Fill Beyond Allowable Limits (FBAL), which has been identified on the southeast portion of the Site, to be capped and remain in-place. The volume of historical waste within the FBAL area is estimated to be approximately 2,550 m^3 and includes an area of 500 m^2 . It is proposed that this FBAL will be included in the total 76,200 m^3 of approved volume and the 1.25 ha landfill area.

The purpose of completing the following report is to provide a strategy to support the amendment to the ECA by presenting the results of routine groundwater monitoring investigations and a proposed development (sequential fill) plan for the Site. These investigations and plans have been completed to ensure the Site is performing in an environmentally sustainable and compliant manner, while operations can continue efficiently, and proper disposal of waste is striving to progressively reach the proposed final closure contour design.

2.0 BACKGROUND

2.1 Location

The Site is located on the north side of Hwy 540, approximately 2.5 km west of Kagawong, Ontario in the District of Manitoulin. Kagawong is located approximately 160 km southwest of Sudbury, Ontario. The Site location is indicated on Figure 1 (all Figures are provided in Appendix I).



The Site is located at Universal Transverse Mercator (UTM) coordinates Zone 17T, 400,100 meters (m) Easting and 5,083,500 m Northing (North American Datum 1983). Coordinates were obtained during previous investigations using a Global Positioning System and are accurate to within approximately 10 m.

2.2 Ownership and Key Personnel

The Site is owned and operated by the Township of Billings located in Kagawong, Ontario. At the time of this report, the work completed was done so for:

Ms. Kathy McDonald: Clerk-Treasurer / CAO
Township of Billings
PO Box 34, 15 Old Mill Road,
Kagawong, ON P0P 1J0

The Competent Environmental Practitioner (CEP) for this report was Mr. Tim McBride of Pinchin. Mr. McBride's contact information is provided below:

Mr. Tim McBride, B.Sc., P.Geo, QP_{ESA}
Pinchin Ltd.
957 Cambrian Heights Drive, Suite 203
Sudbury, ON P3C 5S5

2.3 Description and Development of the Site

The Site is an open landfill, currently under the management of the Client with oversight by the MECP. The Site obtained its CofA on March 20, 1980 and has been owned and operated by the Client since this time. The Site was originally approved for the use and operation of a 0.81 ha dump site for domestic and commercial disposal. Three known updates have been made to the Site CofA since 1980. On November 24, 1994 the CofA was revised to include up to 2,500 tonnes of non-hazardous fuel contaminated soil from UCO Bulk Fuel Facility on a one-time basis only and was additionally revised on February 13, 2002 to include an in-vessel compost for the purpose of research. On April 21, 2015 an Environmental Compliance Approval (ECA) amendment was issued to update the former CofA and provide the typical updates and requirements for operating landfill sites. In addition, the Site was provided a volumetric capacity restraint of 40,000 m³ and an area restraint of 1.0 ha. A search completed by Pinchin on the MECP Access Environment website provided details pertaining to the 2002 Site CofA compost operations, as well as the 2015 ECA amendment.

The Site was developed during the 1960s and operated by a provincial ministry as a domestic landfill for solid non-hazardous waste to be utilized by residences and seasonal users of the area.



Currently the Site is approved for the use and operation of a 1 ha landfill site located on Lot 4, Concession 9, Township of Allan, owned by the Client. According to the topographical survey from 2011, the Site had an estimated volume of solid non-hazardous waste material of 26,720 m³.

The Site has historically operated as a ramp and fill style operation, where waste is typically pushed over the edge of a deposition area and covered with granular fill material to help control wind-blown debris and provide animal control. In 2012, a Design and Operations Plan (D&O Plan) for the Site was submitted to the Client, as well as the MECP, with revisions to the D&O Plan completed and resubmitted in 2013. Further details regarding the Site operations are included in that report. The Site plan is illustrated on Figure 2.

2.4 Site Document Review

The following historical reports and investigations have been developed for the Site and are referenced within this document:

- Report titled *“Design and Operations Plan, Township of Billings Kagawong Landfill”* completed by Pinchin, dated July 2013 (the Pinchin 2013 D&O Plan);
- Report titled *“2012 Water Quality Monitoring Assessment, Township of Billings Kagawong Landfill”* completed by Pinchin, dated March 2013 (the Pinchin 2012 Monitoring Report);
- Report entitled *“2016-2017 Water Quality Monitoring Assessment, Township of Billings Kagawong Landfill, Kagawong, Ontario”* completed by Pinchin, dated March 30, 2017 (the Pinchin 2016-2017 Monitoring Report);
- Report entitled *“2017 Water Quality Monitoring Assessment, Township of Billings Kagawong Landfill, Kagawong, Ontario”* completed by Pinchin, dated January 16, 2018 (the Pinchin 2017 Monitoring Report);
- Report entitled *“2016-2018 Water Quality Monitoring Assessment, Township of Billings Kagawong Landfill, Kagawong, Ontario”* completed by Pinchin, dated March 28, 2019 (the Pinchin 2016-2018 Monitoring Report);
- Report entitled *“Sequential Waste Fill and Closure Plan, Township of Billings Kagawong, Landfill, Kagawong, Ontario”* completed by Pinchin, dated October 17, 2019 (the Pinchin 2019 Fill Plan);
- Letter Report entitled *“2019 Water Quality Summary Report, Kagawong Waste Disposal Site, Kagawong, Ontario”* completed by Pinchin, dated December 19, 2019 (the Pinchin 2019 Monitoring Report); and

- Letter Report entitled “2020 Water Quality Summary Report, Kagawong Waste Disposal Site, Kagawong, Ontario” completed by Pinchin, dated December 23, 2020 (the Pinchin 2020 Monitoring Report).

3.0 HYDROGEOLOGICAL ASSESSMENT AND REVIEW

3.1 Geology and Hydrogeology

The Site is located on top of the Niagara Escarpment, approximately 15-20 m higher than the eastern topography and 10-20 m west of the crest of the cuesta. The surface of the landfill generally consists of weathered and fractured dolostone with little overburden. The Manitoulin Formation is a carbonate unit and consists of blue-grey to brown, thin-bedded, fine to medium-crystalline dolomitic limestone and dolostone, which is locally chert-rich and where bedrock exposures of the Formation are extensive. Likewise, the dolostones occur only in cliff sections. The Site is underlain by fractured and weathered crystalline dolostone of the Manitoulin Formation. Below this layer are crystalline limestone and dolostone of the Georgian Bay Formation dating from the Ordovician Epoch. The fractured surface bedrock does not provide a confining layer for groundwater movement, and surface springs are evident to the east. Groundwater movement is inferred to flow in an easterly direction, based on groundwater elevation contouring.

3.2 Groundwater Monitoring Well Network

Three monitoring wells (BH1, BH2 and BH3) were installed in June 1993. Monitoring wells BH101 through BH106 were installed in December 2010. Four additional bedrock monitoring wells were installed in June 2018 (BH107, BH108, BH109 and BH110) as part of a hydrogeological assessment at the Site. The locations of the monitoring wells are presented on Figure 3. The monitoring well construction details (borehole logs) as well as additional construction details, such as UTM coordinates, field well measurements and observations, have been provided and confirmed within the Pinchin 2016-2018 Monitoring Report.

3.2.1 Background Groundwater Monitoring Locations

Groundwater monitoring well BH102 is a bedrock well that serves as a reference point for retrieving upgradient (background) water quality and is situated approximately 20 m west of the former disposal area and approximately 60 m southwest of the active disposal area. BH102 was drilled to a depth of 8.54 meters below ground surface (mbgs) into grey bedrock.

Groundwater monitoring well BH101 is a bedrock well that serves as a reference point for retrieving upgradient (background) water quality and is situated approximately 70 m north of the active disposal area. BH101 was drilled to a depth of 7.60 mbgs into grey bedrock.

Groundwater monitoring well BH110 is a bedrock monitoring well that serves as a reference point for retrieving upgradient (background) water quality and is situated approximately 110 m west of the former disposal area. Monitoring well BH110 was drilled to a depth of 6.10 mbgs into limestone bedrock.

3.2.2 Near-Source Groundwater Monitoring Locations

Groundwater monitoring well BH1 is a bedrock well that serves as a reference point for retrieving downgradient water quality and is situated adjacent to the east perimeter of the former disposal area and approximately 110 m south-southeast of the active disposal area. BH1 was drilled to a depth of 12.62 mbgs into grey bedrock.

Groundwater monitoring well BH3 is a bedrock well that serves as a reference point for retrieving transgradient water quality and is situated adjacent to the west perimeter of the former disposal area and approximately 80 m south of the active disposal area. BH3 was drilled to a depth of 13.63 mbgs into grey bedrock.

3.2.3 Downgradient Groundwater Monitoring Locations

Groundwater monitoring wells BH103, BH104, BH105 and BH106 are bedrock wells that serve as reference points for retrieving downgradient water quality and are situated between 120 m and 200 m to the east of the landfill disposal areas. The locations of the monitoring wells are depicted on Figure 3. BH103, BH104, BH105 and BH106 are located in the plateau at the base of the escarpment and were drilled to depths of 4.12 mbgs, 4.42 mbgs, 6.32 mbgs and 6.02 mbgs into grey bedrock, respectively.

Groundwater monitoring wells BH107 and BH108 are bedrock wells that serve as reference points for retrieving downgradient water quality and are situated between 400 and 500 m to the east southeast of the landfill disposal areas along the downgradient property line. The locations of these monitoring wells are presented on Figure 3. Monitoring wells BH107 and BH108 were drilled to depths of 6.10 mbgs and 6.40 mbgs into limestone bedrock, respectively.

Groundwater monitoring well BH109 is a bedrock monitoring well that serves as a reference point for retrieving downgradient water quality and is situated approximately 200 m south southeast of the former disposal area. Monitoring well BH109 was drilled to a depth of 9.14 mbgs into limestone bedrock.

3.3 Groundwater Flow Interpretation

The Pinchin 2016-2018 Monitoring Report indicated that during the monitoring event on October 30, 2018 the depth to groundwater was observed to range from 2.02 mbgs at BH108 to 10.06 mbgs at BH109. Groundwater elevations ranged from 241.57 metres relative to previously established benchmark level ("mREL") at BH110 to 218.00 mREL at BH107.

Groundwater measurements from the 2016 through 2018 monitoring program are consistent with the measurements observed during previous sampling events, indicating the groundwater flow direction is still following in a southeasterly direction. Similarly, groundwater elevations observed during the 2019 and 2020 monitoring events exhibited consistent trends with the highest elevations associated with the elevations west of the Site and the lowest values corresponding to the inferred downgradient property line (i.e. BH107 and BH108). While the groundwater elevations have fluctuated in each monitoring well from year to year, these fluctuations can be correlated with annual precipitation quantities, and the groundwater on the Site as a whole still following a consistent flow direction. Pinchin has interpreted that the landfill may have a significant influence on the groundwater flow vectors. Further to this, BH101 and BH102 are both topographically upgradient of the “near-source” monitoring wells BH1 and BH3. However, groundwater elevations in both BH101 and BH102 are below the groundwater elevations of BH1 and BH3. This suggests that localized groundwater “mounding” beneath the waste fill area may be impacting groundwater elevations in the “near-source” monitoring wells.

Based on the elevation survey of the monitoring well network completed during previous investigations, the topography of the area, as well as groundwater elevations collected during the monitoring programs, groundwater flow direction has been confirmed to flow to the southeast.

3.4 Soil Stratigraphy

Based on soil samples recovered during the borehole drilling program, the soil stratigraphy at the drilling locations below the topsoil (if any), generally consisted of sand and silt to a maximum depth of 0.75 mbgs, overlying bedrock. Approximately 0.60 to 0.75 m of overburden was observed at borehole locations south and east of the Site (BH107, BH108 and BH109), whereas borehole location BH110 was located directly on exposed bedrock. Further subsurface stratigraphy and monitoring well construction details are documented on the borehole logs.

3.5 Potable Wells

The nearest potable wells are approximately 1.2 km east of the Site. These wells are shallow (6-15 m) and reportedly installed in fractured bedrock.

3.6 Surface Water Features

The Site is located in an area with relatively flat topography with the highest elevations along the west portion of the Site and the lowest elevations along the east and northeast portions of the Site. Surface water drainage from the Site is inferred to flow to the east of the Site.



Surface water is anticipated to dissipate into the ground as a result of the well-drained soils. No drainage ditches or other storm water management structures are located on-Site. Surface water bodies were not noted to exist within the Site confines.

The Site is positioned on a surface water drainage divide and is situated at a topographical high. Surface water drainage largely occurs in either an easterly or westerly direction. Surface water west of the landfill flows to the west where fractured dolostone is encountered. Infiltration occurs through the dolostone and continues largely as groundwater to the east to northeast where it eventually discharges into a tributary (approximately 1.25 km distance) of the Kagawong River and the North Channel of Lake Huron.

Surface water east of the landfill flows to the east where fractured dolostone is encountered as well as the edge of the escarpment. Drainage occurs through the dolostone and continues largely as groundwater to the east where it discharges into a tributary (approximately 1.25 km distance) of the Kagawong River and the North Channel of Lake Huron. To the east and northeast of the Site beyond the monitoring well locations, low-lying land becomes marshy before meeting the tributary of the Kagawong River.

4.0 MONITORING PROGRAM

4.1 Groundwater Monitoring

As a requirement of the Site-specific ECA A550501, groundwater water quality monitoring at the Site is to be completed annually during the fall. Sections 3, 5, 6 and 7 as well as Schedule A of the ECA provide detailed monitoring and reporting program objectives and requirements for the Site. The results of inspection and monitoring are reported once every three years to the MECP. The results of the most recent monitoring activities have been provided in the Pinchin 2016-2018 Monitoring Report. As a result of the additional monitoring wells installed as part of the supplemental hydrogeological assessment in 2018, wells BH107 through BH110 have been added to the program, in order to provide a more comprehensive assessment of the performance of the Site.

4.2 Groundwater Monitoring Parameters

With the exception of volatile organic compounds (VOCs), groundwater samples have been collected from each of the monitoring wells and were submitted for laboratory analysis of the parameters listed in Column 1 of Schedule 5 of the MECP Landfill Standards. At the time of sample collection, field readings for the parameters temperature, pH, conductivity, oxidation reduction potential (ORP), total dissolved solids (TDS) and dissolved oxygen (DO) were also measured and recorded.

4.2.1 Monitoring Well Network Efficiency

The monitoring well locations were installed in an effort to determine the groundwater flow direction and were intended to intersect potential groundwater contamination and to evaluate the Site's geological and hydrogeological characteristics.

Pinchin concludes that the current groundwater monitoring well network is considered adequate for:

- Evaluating the Site's geological and hydrogeological characteristics immediately to the east and west of the landfill;
- Evaluating trans- and downgradient groundwater quality migrating from the Site to the east; and
- Evaluating the groundwater quality hydraulically upgradient of the landfill to the west and north.

The location of groundwater monitoring wells BH103 and BH104 did not allow for detailed assessment of groundwater quality at greater distances. Monitoring wells BH107, BH108 and BH109 were installed further downgradient to help further characterize downgradient conditions and monitor the contaminant attenuation zone limit.

Based on a review of the borehole logs and a visual inspection of the monitoring well installations during previous investigations, Pinchin concludes that the monitoring wells BH1, BH3, BH101, BH102, BH103, BH104, BH105 and BH106 were satisfactorily installed, however BH1 and BH3 should be completed with lockable protective casings. As wells BH1 and BH3 are also located within the proposed landfill footprint, it is recommended that either the casings be extended to accommodate for the anticipated waste deposition or be decommissioned in accordance with O. Reg. 903.

4.2.2 Background Monitoring Well Efficiency

Based on a review of the groundwater contaminant data from each of the monitoring wells, as well as the inferred groundwater flow direction, monitoring well BH101 and BH102 have been identified as the best-case upgradient (background) locations. A review of the dataset from BH101 identified moderate levels of common landfill-related contaminant parameters such as conductivity, chloride, sulphate, calcium, sodium, potassium, or nitrate; with the exception of slightly elevated levels for TDS, DOC, and hardness, which are slightly above the ODWQS guidelines. A review of BH102 identified moderate levels of common landfill related contaminant parameters such as conductivity, chloride, sulphate, calcium, sodium, potassium, or nitrate; with the exception of hardness and DOC, which are slightly above the ODWQS standards.



As additional background condition data was required to supplement that collected at BH101 and BH102, monitoring well BH110 was installed further upgradient to help further characterize upgradient conditions of the landfill areas. A review of the dataset from BH110 identified elevated concentrations of total hardness, TDS, chloride, and manganese which exceeded the ODWQS. This further confirmed that these common landfill indicator parameters are naturally elevated at this Site. Therefore, while concentrations of these parameters are assessed, concentrations of other landfill leachate indicator parameters, such as, arsenic and boron, are the primary indicators assessed for the monitoring wells included in the Kagawong Landfill monitoring program.

4.3 Hydrogeological Performance

According to the historical data, the results from previous groundwater monitoring events indicated that leachate impact (as represented by results from BH1 and BH3) was characterized by elevated levels of conductivity, hardness, TDS, chloride, sulphate, ammonia, sodium, arsenic and boron. Elevated levels of dissolved organic carbon (DOC) in background and downgradient monitoring wells suggested that the results for these parameters may be related to localized ambient groundwater conditions within the shallow bedrock. Elevated levels of leachate indicator parameters in BH103, BH104, BH105 and BH106 (similar to those observed in BH1) suggest the potential for leachate impact at these downgradient and transgradient locations.

With the exception of boron (which marginally exceeded the RUC, but met the Ontario Drinking Water Quality Standards (ODWQS)) in monitoring wells BH103 and BH106 in 2014), each of the parameters conductivity, hardness, TDS, chloride, sulphate, ammonia, sodium, iron, and manganese are either aesthetic objects or operational guidelines related to the treatment of drinking water and do not necessarily constitute a human health concern. The above noted exceedances suggested that there was water quality impact occurring to the groundwater flow system downgradient of the landfill and that the Site was operating as a natural attenuation type facility. However, as groundwater leachate impacts are occurring within the established contaminant attenuation zone (CAZ) for the Site, and the downgradient monitoring wells do not extend out to the east property boundary and the limit of the CAZ, it was unknown at the time if the Site is considered to be in conformance with Reasonable Use Guideline B-7. Further downgradient monitoring wells (BH107, BH108 and BH109) were recommended at the east property boundary and limit of the CAZ to determine compliance.

Previously, based on the results provided in the Pinchin 2016-2018 Monitoring Report, Pinchin had identified landfill related impacts at the Site. Elevated concentrations of conductivity, hardness, TDS, chlorides, sulphate, ammonia, calcium, sodium, arsenic, boron, iron, manganese, and selenium within the groundwater samples analyzed are present within the near surface bedrock on-Site.



These results were attributed to impacts associated with leachate sourcing from waste deposits at naturally attenuating landfill Sites.

Following the installation and sampling results of the additional downgradient monitoring wells (BH107, BH108 and BH109), further insight was gained regarding the potential source of the quantified groundwater impacts. The Pinchin 2019 Monitoring Report noted that monitoring wells BH103 and BH104 are located approximately 200 m east of the Site and monitoring wells BH107 and BH108 are located further downgradient, approximately 500 m east southeast of the Site. According to the 2019 analytical results and the historical monitoring record at these locations, concentrations of TDS, chloride, sodium, arsenic, barium, and boron were quantified at higher concentrations at the further downgradient wells (BH107 and BH108) in comparison to the levels quantified at the wells closer to the landfill area (BH103 and BH104). This contradicts typical observations in landfill water quality monitoring, as leachate impacts originating from the Site typically attenuate to lower levels with further distance from the landfill area. Therefore, it was interpreted that these elevated concentrations are not landfill-derived and are originating from another source. It is likely that these concentrations are reflective of impacts associated with the preparation and storage of winter sand/salt from the adjacent property to the east. The results/findings of the Pinchin 2020 Monitoring Report were consistent with this conclusion. Further investigations are required, in order to confirm this interpretation.

Additional Guideline B-7 exceedances were quantified within the Pinchin 2019 Monitoring Report and the Pinchin 2020 Monitoring Report at the further downgradient monitoring well (BH107 and BH108) for alkalinity (low), iron and manganese. These parameters are either operational guidelines and/or aesthetic objectives for drinking water systems set by the ODWQS and are not considered to be a significant environmental concern originating from the Site.

5.0 SITE OPERATIONS

5.1 Operating Documents

The following documents have been developed for the Site relating to the design and operations of the Site:

- Report titled *“Design and Operations Plan, Township of Billings Kagawong Landfill”* completed by Pinchin, dated July 2013 (the Pinchin 2013 D&O Plan); and
- Report entitled *“Sequential Waste Fill and Closure Plan, Township of Billings Kagawong, Landfill, Kagawong, Ontario”* completed by Pinchin, dated October 17, 2019 (the Pinchin 2019 Fill Plan).

Currently, the Site utilizes an area fill (tipping face) disposal method located on the north portion of the Site. Users have access to a waste compactor that is stationed on the west portion of the Site. Compaction of the waste is completed after each operating day. The compactor then transports the waste to the tipping face.

The Pinchin 2019 Fill Plan proposed a waste deposition plan which comprises of a sequence of eight cells, which are to be filled to a predetermined elevation and graded to a predetermined slope as waste is deposited. The proposed final contours of this plan are based on the current approved Site area and volume, as illustrated on Figure 4. It is proposed that a ramp method (area fill) will be employed where the waste is placed on the sloping face of previous cells. Waste placement in the subsequent cell is not to begin until the current cell is filled to its final elevation and the sides are sloped as required to the appropriate grade. Cells have been sized to maintain a manageable working face.

5.2 Current Site Development

Currently, the Site utilizes an area fill (tipping face) disposal method located on the north portion of the Site which is utilized to receive waste transported from the compactor. Users have access to a waste compactor that is stationed on the west portion of the Site. Compaction of the waste is completed after each operating day. This area currently extends to the highest elevation of the Site (approximately 250 metres above sea level (masl)) approximately 6 metres in elevation from original ground topography (244 masl). The compactor uses a gravel access road which transcends the Site in a north-south direction, and looping around the fill area. A burn pit is located on the central portion of the Site for clean wood debris. Clean wood is segregated in brush piles located along the south east portion of the Site. Recycling bins and storage sheds are located south of the burn pit. A metal storage bin is located directly west of the burn pit. A tire pile is located along the west portion of the Site. Users of the Site are received by an attendant positioned near the south entrance of the Site, and are directed to the appropriate disposal areas as needed.

5.3 Proposed Expansion and Sequential Development

Based on the final contours in the Pinchin 2019 Fill Plan, the theoretical volume available in the current approved Site area is approximately 51,329 m³. Based on the most recent topographic survey, it is estimated that the Site currently has approximately 42,039 m³ of waste and interim cover. The Client is seeking approval for an additional 36,200 m³ (33,650 m³ in additional waste, plus the 2,550 m³ of existing in-place waste within FBAL) for a total allowable waste disposal volume of 76,200 m³ (not including final cover and capping material).

This additional volume will be accommodated by expanding the approved landfill area to a total of 1.25 ha (from the currently approved 1 ha) by extending the landfill footprint by 21 m along the western edge to the current approval area, in the upgradient groundwater flow direction (to the west). The orientation of the proposed expansion with respect to the existing landfill footprint is depicted on Figure 2. It is proposed that the additional volume will comprise of a sequence of eight cells, which are to be filled to a predetermined elevation and graded to a predetermined slope as waste is deposited. It should be noted that the cell sequencing plan provided in the Pinchin 2019 Fill Plan will be tailored to incorporate this volume. It is proposed that Cells 5, 6, 7 and 8 will be extended west. The final contours for the Site adjusted to account for this proposed Site expansion are illustrated on Figure 5. Based on these proposed closure contours, the total volume for the Site would be approximately 73,650 m³ (not including the 2,550 m³ FBAL).

Cell sequencing is depicted on Figures 6 through 7. It is proposed that a ramp method (area fill) will be employed where the waste is placed on the sloping face of previous cells, the ratio of cover to waste can be minimized. In addition, the cell progression approach will minimize the area of the working face at all times by limiting waste deposition to a single cell, and will also result in more effective landfill development, as closure elevations and grades will be achieved as waste is placed.

5.4 Cell Configuration and Capacity

The proposed sequencing comprises of a series of cells which begin progression at the northeast portion of the Site, working in a southerly direction until Cell 4 has reached its proposed contours. The next series of cells (Cell 5) will begin on the northwest portion of the Site, working southerly until Cell 8 has reached its proposed contours. Placing waste in thin lifts and consistent compaction of the waste would make more efficient use of the ultimate capacity of the Site.

The estimated volumetric capacity for each cell has been included in the Figures. Based on topographic surveys included in previous investigations and a comparison to the 2017 drone survey, the estimated annual fill rate of the Site is approximately 1,070 m³ per year.

The following table provides an estimated volume and associated life span for each individual cell, based on the cell configuration of the proposed expansion.

Cell #	Fill Plan for Proposed Expansion Site Area	
	Estimated Volumetric Capacity (m ³)	Estimated Years (based on 1070 m ³ /year)
1	145	0
2	2035	1.9
3	2775	2.6
4	1810	1.7
5	3141	2.9
6	5725	5.4
7	7645	7.1
8	5190	4.9
	Total	26.5

The proposed expansion will increase the lifespan of the Site by approximately 26.5 years.

Settling may occur as the material in the fill compresses (magnitude of future settling is unknown but could be estimated to average 30% after five years). If larger expanses of flat area are present, these could settle into concave depressions; if the cap loses integrity, water trapped in the depressions could form, and infiltration could result in leachate generation. By filling the side slopes at 3:1 and the crown area at 20:1, the final profile will be relatively flat and the site will be more amenable to vegetative reclamation and growth after it is closed.

5.5 Fill Beyond Allowable Limits (FBAL)

Historical waste deposits have been identified on the southeast portion of the Site, outside of the approved landfill footprint and have been considered FBAL. Given the health and safety risks associated with excavation and removal of these historic waste deposits, it is proposed that this FBAL will be capped within its existing location and future use of this area will be prohibited. Capping of these materials will follow the methodology of the outlined below (Section 6.2) and be consistent (cap thickness, growth media, slopes, etc.) with the approach applied to the active landfill Site.

5.6 Material Segregation and Special Storage Areas

Material segregation directly affects the lifespan and operating costs of the landfill Site. The segregation of clean wood and brush for annual burning can reduce the demand for landfill space and extend the life of the Site. In addition, diversion of other materials from the waste stream (i.e. metal) can be segregated and sold. The areas designated for waste segregation for future recycling and/or sale have been illustrated on Figure 2. It is proposed that a re-use area located within the landfill footprint (specifically an area close to closure contours) will be established. The proposed re-use and recycling/waste diversion areas have been illustrated on Figure 2, but these areas are subject to change as the Site continues to develop and their location can be modified to suite Site operations.

5.6.1 Clean Wood Waste and Brush

Clean wood waste and brush shall be burned as needed in accordance with the MECP's "*Guidance Manual for Landfill Sites Receiving Municipal Waste*", dated 1993. Clean wood waste is defined as wood that has not been painted or treated (Ontario Ministry of the Environment, 2009). Composite wood materials are not considered clean wood waste as they contain wood and non-wood materials that have the potential to release toxic compounds when burnt.

The area designated for clean wood and brush should be located away from the main fill area to reduce the risk of fire spreading (Ontario Ministry of the Environment, 2009). The designated wood area should be surrounded by a 0.5 m high soil berm on all sides except for a portion of one side large enough to allow for single vehicle access to the pile.

Clean wood and brush should be burned periodically. All burning:

- Must be completed in compliance with a burning permit, to ensure compliance with Ontario Regulation 207/96 under the *Forest Fires Prevention Act*;
- Must be controlled and supervised;
- Must be conducted within the bermed clean wood and brush area;
- Means to extinguish the fire if the need arises must be available; and
- Must be done during daylight hours.

5.7 Material Placement and Compaction

5.7.1 Placement

An area fill operation as described in the “*Operating Manual for Small Waste Disposal Sites*” (Ontario Ministry of the Environment, 2009) is a process in which a certain thickness of waste is added above ground level over a specified area. Rather than filling the entire area at once, waste is deposited into cells, which are smaller sized areas. The use of cells minimizes the amount of exposed waste, resulting in organized area fill operations. One cell should be completely built up with waste to the desired height and covered with appropriate covering material before another cell is started. Generally, cells are initially built up against a raised soil berm or the side of an excavated area with a 5% to 25% slope and new cells should be built against the previous one(s), until the entire area is filled to the same level with waste. The recommend slope angle is to ensure safety for the public and equipment operators working at the bottom of the active face.

5.7.2 Compaction

To maximize compaction and the Site’s capacity, waste should be applied to the working face of the active cell in 30 centimetre (cm) to 60 cm deep layers with heavy equipment being used to compact it until the active cell reaches the required fill height, the equipment cannot further compress the waste when driving over the working face, the surface area of the exposed waste is minimized to reduce the amount of cover material required, and, for equipment operator safety, a maximum of a 3:1 slope is achieved on all exposed sides (Ontario Ministry of the Environment, 2009). Applying waste in layers thicker than 60 cm will result in poor compaction and increase the amount of cover material required.

5.8 Cover Material Requirements and Sources

A quarterly cover and compaction frequency is recommended to maximize volume. In addition, MECP recommends that waste should be compacted and interim cover should be applied at least quarterly and in the following situations (Ontario Ministry of the Environment, 2009):

- Once an active cell has been filled to capacity;
- If animal, insect, other vermin, or odour problems become severe; and
- If the Site is scheduled to be or has been closed to waste disposal for a period of greater than 30 consecutive days.

As per the landfill standards and common best management practices, interim cover material shall be applied in landfilling areas where waste placement is below the final approved contours and landfilling is to be suspended for one month or more. An interim cover consisting of a minimum of 0.30 m thickness of soil and/or a mixture of composted leaves and wood chips and/or landfill fines shall be applied to these areas. Where existing cover material has eroded such that waste is exposed, the cover material shall be promptly replaced.

Once the entire fill area has reached capacity, final cover must be applied as indicated below. A vegetative cap should be encouraged to reduce methane emissions and prevent rainfall from penetrating into the waste creating additional leachate.

6.0 SITE CLOSURE

Landfilling operations will proceed until final contours are reached. As a means of minimizing leachate generation, Site closure will be progressive, with final cover being placed over areas as they reach final contours. A proposed Site closure model and cover system details are provided in Figure 9.

6.1 Closure Procedures

The closure procedures include:

- The recyclable materials stored on-Site will be removed and recycled;
- The Site will be graded such that surface water will runoff and flow away from the Site;
- Final cover consisting of a minimum 60 cm thick layer of low permeability cover material and a 15 cm thick layer of topsoil will be applied to the fill area and the Site will then be seeded with a mixture of grasses and other native plants typically used in Northern Ontario. The final land use for the Site is proposed to be natural green space. The proposed final closure plan drawing including the proposed expansion is included as Figure 5 and details are included as Figure 9; and
- Access to the Site will be restricted by locking the existing gate.

6.2 Final Cover

6.2.1 Low Permeability Soil – Option 1

Final cover shall be applied in areas where landfilling has been completed to final contours, a minimum 600 minimum thick layer of soil of medium permeability and 150 millimeters of topsoil (vegetative cover) shall be placed. Fill areas shall be progressively completed and rehabilitated as landfill development reaches final contours.

It is proposed that the final cap will consist of a clay soil which will be stockpiled and used actively to rehabilitate the Site. Details illustrating the low permeability final capping are provided in Figure 9 (the orientation of this cross-section is provided in Figure 5).

6.2.2 Geosynthetic Clay Liner – Option 2

Considering the lack of locally available medium permeability soil cover material, the Client may consider the use of a geosynthetic clay liner (GCL). This final cover application would reduce the need to transport clay material from off-site sources. Pinchin has also illustrated details of this cover application on Figure 9.

6.3 Post Closure Care

The proposed post closure care includes:

- Inspections of the Site will be conducted, noting all deficiencies, and making repairs where necessary;
- Documenting and responding to public complaints in a timely manner; and
- Preparation of annual post closure reports in compliance with Section 6.14 of the MECP's Landfill Standards Guideline.

6.4 Contingency Plan

The proposed contingency plan will be triggered in the event of or if the potential for an environmental impact occurs. The contingency plan includes:

- Evaluating abnormally high analytical results from groundwater and surface water monitoring programs by comparing them to the next scheduled set of analytical results;
- If the subsequent set of analytical results confirm the abnormal analytical results, the Site status will be reviewed with MECP, and an incident specific contingency plan will be formulated for MECP approval. Within 60 days of notification of MECP approval, the incident specific contingency plan will be actioned, subject to Site access and other conditions; and
- Potential contingency measures may include:
 - Improving Site drainage;
 - Applying additional cover material; and
 - Installing low permeability synthetic liners.

6.5 Final Contouring

Final elevations for all cells are shown in plan view on Figure 8. Cells 1 through 4 are to be tied into the existing waste deposits along the east side of the Site at an elevation of 252 masl. Cells 5 through 8 are to be placed along the west portion of the Site and filled to an identical height of 252 masl in order to create a plateau within the central portion of the Site. Once the final Cell 8 approaches final elevation, the Site will be graded to extend to its maximum peak of 252.5 masl. The side slopes of the cells are to be graded as waste is placed, and maintained at either 2H:1V or 3H:1V slope throughout the duration of waste placement within the cell. Side slopes for each cell have been selected based on whether a final or interim grade is required. Final slopes are required to be 3H:1V according to the MECP guidelines (based on the geotechnical properties of the Site (i.e. exposed bedrock at surface), however interim slopes, against which future waste will be placed, can remain at 2H:1V. The top crown of the Site level would be relatively flat, but minimum slope of at least 20H:1V should be maintained to drain precipitation off of the Site.

7.0 SITE MANAGEMENT AND SUPERVISION

7.1 Site Supervision

The *General Waste Regulation* (O. Reg. 347) states that access to a landfilling Site shall be limited to such times as an attendant is on duty and shall be restricted to use by persons authorized to deposit waste in the fill area. The role of a Site attendant is to monitor all Site activities, which should help ensure that best practices are carried out by Site users, reduce the potential for unauthorized types of waste to be deposited, and keep the Site clean. The operating hours chosen should reflect the size of the local population, volume of waste typically deposited, seasonal variations in waste generation (e.g. summer peak periods, etc.) (Ontario Ministry of the Environment, 2009). The Site is currently under the management and supervision of the Site Owner.

The following sections will outline the duties and responsibilities generally assigned to Site Owners, Site Operators, and Site Attendants:

7.1.1 Duties and Responsibilities of the Site Owner

The Site Owner is the legal owner of the Site meaning the individual, company, or organization to which a waste disposal site ECA has been issued. The Owner of this Site is the Client (Township of Billings).



The Site Owner retains legal responsibility, overall authority, and responsibility for the Site, its operations, and compliance with this Plan, the ECA conditions, any applicable Acts and Regulations (e.g. the *Environmental Protection Act (EPA)*, Ontario Regulation 347 – General Waste Management (O. Reg. 347), etc.), and any direction from the MECP. Failure to abide by the Site's ECA, requirements of the EPA or O. Reg. 347, could result in enforcement action by the MECP.

The Site Owner is also responsible for ensuring the Site Operator operates the Site in compliance with this Plan, the Site's ECA and all applicable Acts and Regulations and the Service Agreement and that the Site is operated in a safe manner, both for employees and users, at all times, and that all applicable workplace health and safety requirements are followed.

The Site Owner is responsible for all of the following items as summarized below:

- Ensuring the waste disposal Site is open during the appropriate hours of operation. The Owner may provide more limited hours of operations provided that they are correctly posted at the landfill gate and that suitable public notice is given of any change. On-Site activity other than waste disposal may occur up to two hours prior to opening and/or up to two hours after closing. Equipment maintenance and administrative functions may occur at any time;
- The Site entrance and exit gates shall be locked during non-operating hours;
- No waste shall be received unsupervised or beyond the operating hours of the Site;
- Only non-hazardous solid waste may be landfilled at the Site. No liquid industrial waste or hazardous waste shall be disposed of at the landfill;
- The Site shall only serve the Township of Billings and allow for contaminated soils that are generated within the District of Manitoulin;
- The Owner shall record the following information with respect to all wastes received at the Site and shall prepare monthly summaries of the quantity and type of waste disposed of at the Site:
 - Hauler name;
 - Net tonnage;
 - Waste category; and
 - Date received.

- Access to the Site shall be via the existing main entrance from Highway 540, south of the Site. Any changes must be submitted to the District Manager for approval. Other service entrances may be established for access by Owner staff or contractors, or for contingency or emergency use, provided that they are secured from entry when not in use;
- The burning of wastes at the Site is prohibited, except for the burning of clean wood and brush in accordance with Ministry Guideline "Burning at Landfill Sites", Regulation 232 and in a supervised and controlled manner;
- The Owner shall ensure that all Site supervisors receive initial and ongoing training with respect to the following: CofA and conditions attached to the Certificate, D&O Report, relevant waste management regulations and legislation, environmental concerns related to the waste being handled at the Site; occupational health and safety concerns pertaining to the waste being handled at the Site; firefighting protocol; and emergency and contingency measures for the preventing of off-site impacts;
- No water obtained from surface water or from a well constructed on the Site shall be used for drinking purposes without prior approval from the District Manager. Any other water supply system that obtains water from a well or surface water source on the Site shall be clearly marked to indicate that the water is not potable;
- Waste shall be deposited in a manner that minimizes the area of exposed waste at the landfill working face and shall be compacted before cover material is applied according to the requirements of the CofA;
- In landfilling areas where waste placement is below the final approved contours and landfilling is to be suspended for one month or more, an interim cover consisting of a minimum of 0.30 m thickness of soil and/or a mixture of composted leaves and wood chips and/or landfill fines shall be applied;
- Where existing cover material has eroded such that waste is exposed, the cover material shall be promptly replaced; and
- Noise from or related to the operation of the landfill shall be kept to the minimum and in any event, the Owner/Operator shall comply with the criteria set out in the Ministry's *Noise Guideline for Landfill Sites*.



7.1.2 *Duties and Responsibilities of the Site Operator*

The Site Operator is the individual, company or organization that is in charge of operating a waste disposal Site on a day-to-day basis.

The Site Operator has overall authority and responsibility for day-to-day Site operations, and must ensure that the Site is operated in accordance to this Plan, the conditions of the Site's CofA, and all applicable Acts and regulations. Failure to operate the Site in accordance with the above mentioned documents could result in enforcement action by the MECP.

The Site Operator is responsible for:

- Retaining a Site Attendant(s) and ensuring that the person(s) is(are) appropriately trained;
- Ensuring a trained Site Attendant is on duty whenever the Site is open for the deposition of wastes, and that they carry out their duties as described in this Plan, the CofA and all applicable Acts and Regulations; and
- Ensuring that the Site is operated in a safe manner, both for employees and users, at all times, and that all applicable workplace health and safety requirements are followed.

The Site Operator may also be assigned the responsibility for:

- Arranging for and applying proper waste covering and compaction; and
- Repairing road surfaces, signage, fencing, gates, etc. away from the main working area.

7.1.3 *Duties and Responsibilities of the Site Attendant*

The Site Attendant is the on-Site supervisor who is in charge of all waste disposal activities while on duty.

The on-duty Site Attendant ensures that this Plan, the CofA and all other requirements related to waste disposal activities are followed on a day to day basis. The Site Attendant is instrumental in ensuring that:

- Site operations do not negatively impact the local environment;
- Authorized users are provided with a convenient and safe facility for waste disposal; and
- The Site is operated as efficiently as possible.

At a minimum, the Site Attendant should be responsible for carrying out the following duties:

- Opening and closing the Site according to posted hours of operation;
- Ensuring that only authorized users deposit waste at the Site;



- Ensuring that only authorized wastes are deposited at the Site by conducting a visual inspection of wastes brought to the Site;
- Ensuring that scavenging does not occur at the Site;
- Ensuring that refuse is only deposited at the current working face or tipping face of the Site;
- Employing appropriate emergency response procedures as required; and
- Notifying the Site Operator if conditions at the Site are deteriorating. This is especially important when conditions, if not corrected, may deteriorate to the point where they threaten to violate the operational requirements listed in this Plan, the CofA, and/or the applicable Acts and Regulations.

7.2 Site Access and Security

The Site is accessed via a gravel access road running north from Highway 540. The Site access road is located along the north side of the Site, as shown on Figure 2.

7.2.1 Hours of Operation

The Site is open for disposal as follows:

April 1 to October 31

Tuesday & Thursday 4 pm to 8 pm

Saturday 10 am to 6 pm

Sunday 1 pm to 6 pm

November 1 to March 31

Tuesday & Thursday 2:30 pm to 6:30 pm

Saturday 10 am to 6 pm

Sunday 1 pm to 6 pm



7.3 Site Facilities

7.3.1 Signs

If, at any time in the future, it is determined by the District Manager to be necessary, the Owner shall be required to install perimeter fencing consisting of 1.15 m “post and wire” farm fence around the entire Site boundary with “No Trespassing” signs posted at 30 m intervals where necessary around the perimeter of the landfill.

A sign is currently located at the entrance of the Site, which includes the name of the Site, along with emergency contact numbers during daytime and afterhours.

7.3.2 Fencing and Gates

The entrance to the on-Site road at its intersection with the gravel access road is equipped with a lockable gate, to prevent unauthorized access to the Site.

Additional fencing other than that already in place is not considered necessary due to the remoteness and size of the Site, and the surrounding forest.

7.3.3 On-Site Roads

Access to the Site is provided by a gravel access road leading off Highway 540. The on-Site road is an all-weather gravel laneway which can accommodate two-way traffic. The on-Site access road will enable users to dispose waste in the proper disposal areas. In compliance with the standards for landfilling under Regulation, the on-Site access road will provide all weather access to the landfill.

7.3.4 Visual Screening

The Site has a natural visual buffer of trees and brush between the Site and Highway 540 and between the Site and the gravel access road that leads passed the Site.

7.4 Buffer Zones

There must be a minimum of 30 m buffer zone cleared of trees surrounding the fill area. This 30 m buffer zone provides adequate space for vehicle entry, exit, and access to all areas of the Site, in addition to acting as a fire break. It also buffers the Site from surrounding land use, and for the attenuation of contaminants in the ground and surface water regimes.



7.5 Inclement Weather

The Site can be used in all weather conditions as the soils are well drained. Snow is plowed within the Site boundary and from the gravel access road starting at the highway.

7.6 Site Drainage

The Site is located in an area with relatively flat topography with the highest elevations along the west portion of the Site and the lowest elevations along the east and northeast portions of the Site. Surface water drainage from the Site is inferred to flow to the east of the Site. Surface water is anticipated to dissipate into the ground as a result of the well-drained soils. No drainage ditches or other storm water management structures are located on-Site. Surface water bodies were not noted to exist within the Site confines.

7.7 Emergency Response

The Site Attendant should be equipped with some form of reliable communications (e.g. radio, cellular phone if service is available, or satellite phone) while on duty. The procedures that should be followed are dependent on the emergency as stated below. The first person (Site Owner, Operator, or User) to detect the emergency should implement the procedures outlined below.

7.7.1 Fire Control

Fire is a continual risk at the Site due to decomposition of waste, disposal of smouldering waste, vandalism, and generation of landfill gases.

If a fire is detected at the Site, the Site Attendant must ensure his or her own safety then immediately contact the following phone numbers:

Fire Department	911;
Fire Chief	1-705-377-7181; and
MECP Spills Action Centre	1-800-268-6060.

In case of fire, the preferred method of extinguishing a fire involves smothering the fire with sand cover material. The sand should be pushed over the burning area in a thickness of 1 to 2 m. Water should be used as a last resort, since water will accelerate leachate production. A stockpile of sand cover material should be maintained near brush/wood piles in case of fire, and the brush/wood piles should be no larger than 25 m³ and 5 to 6 m high.



7.7.2 Medical

Should the Site Attendant or a user be in need of emergency medical care, the Site Attendant should immediately contact the following phone numbers:

Emergency Medical Services	911; and
Township of Billings	705-282-2611.

7.7.3 Environmental Spill

Should a spill of hazardous materials occur, or any other situation develops that poses an immediate threat to the environment, the Site attendant should contact the following phone numbers:

MECP Spills Action Centre:	1-800-268-6060; and
Township of Billings	705-282-2611.

7.7.4 Personal Safety/Site Security

Should the Site attendant fear for personal safety due to threat of physical violence by any person, he or she should avoid physical confrontation at all cost, and contact the following phone numbers:

Ontario Provincial Police	911; and
Township of Billings	705-282-2611.

7.8 Inspections, Record Keeping and Reporting

Records of waste disposal activities are needed to properly assess the effectiveness and efficiency of Site design and operation, their effect or relationship to any nuisance and environmental impacts, and the occurrence of any public complaints or concerns. Record keeping helps maintain high operational standards, and is needed for the annual operations report, where required by the MECP, and to plan for future Site activities.

The Site Owner is responsible for ensuring that records of the activities undertaken at the Site are kept. The Site Operator is responsible for keeping the required records. The Site Attendant (if applicable) is responsible for recording the required information.



An ongoing log shall be maintained and include the following information in accordance with Condition No. 6(1-4) as cited in the MECP Environmental Compliance Approval (ECA) Number A550501 (Amended April 21, 2015):

- Activities with respect to installation of new or replacement wells and other maintenance activities; and
- A record of inspections.

Inspections are instrumental in ensuring that the Site is secure, that the operation of the Site is not causing any nuisances and adverse environmental effects, and that the Site operations are in compliance with the ECA.

Inspections of the entire Site and all equipment on the Site shall be conducted at a monthly minimum and shall be recorded in a log book with the following information:

- The name and signature of the person that conducted the inspection;
- The date and time of the inspection;
- A list of any deficiencies discovered and recommendations for remedial actions; and
- The date, time and a description of the corrective actions taken to address the deficiencies identified in the inspection.

Information concerning the Site and its operations under the ECA, including but not limited to records required to be kept under the ECA, shall be provided to the MECP upon request by the Director or Provincial Officer.

7.8.1 Annual Report

An Annual Report is instrumental in ensuring that regular review of Site development, operations and monitoring data is documented and any possible improvements to Site design, operations or monitoring programs are identified. The Annual Report is an important tool in reviewing Site activities and for determining the effectiveness of Site design.

An Annual Report of the development, operation and monitoring of the Site shall be submitted by the Owner to the District Manager. The Annual Report was to be submitted at intervals of three (3) years from the commencement date of March 31, 2015.



The Annual report shall be written in accordance with Condition No. 6(5-6) as cited in the MECP ECA Number A550501 (Amended April 21, 2015) and at a minimum include the following information:

- The results and an interpretive analysis of the results of all groundwater sampling, in accordance with the MECP's Technical Guidance Document "*Monitoring and Reporting for Waste Disposal Sites, Groundwater and Surface Water*", dated November 2010 and include:
 - A site description and background;
 - A discussion of the geology and hydrogeology of the Site;
 - A description of sampling protocol and any difficulties encountered;
 - A discussion and interpretation of the results of the groundwater sampling with comparison to the Reasonable Use Guidelines and background groundwater chemistry for the Site;
 - A discussion regarding the quality assurance/quality control program and whether relative percent differences and major ion balance percentages are within acceptable limits;
 - Conclusions and recommendations for future monitoring and/or remedial actions;
 - A scaled site plan or plans of the entire site illustrating significant site features such as surface water features, seeps, ponds, ditches, and roadways, as well as all of the sampling locations;
 - A to scale location map illustrating the site relative to nearby potentially sensitive groundwater/surface water features (i.e. lakes, streams, wells);
 - A groundwater contour map showing the groundwater elevations for each well and the groundwater flow direction;
 - Tables summarizing all historical and current analytical results for all parameters for groundwater;
 - Trend graphs for Site-specific leachate indicator parameters;
 - Tables summarizing all historical and current water level data;
 - A copy of the borehole logs for all groundwater monitoring wells; and
 - A copy of the original laboratory analytical results.
- A summary of any complaints received and the responses made;



- A discussion of any operational problems encountered at the Site and corrective actions taken to address operational problems; and
- Any other information with respect to the Site which the Regional Director may require.

7.9 Accepted and Prohibited Wastes

This Site is authorized to accept solid, non-hazardous waste.

A brief list of household hazardous wastes that are prohibited at the Site include, but are not limited to:

- Pharmaceuticals;
- Household cleaners;
- Ammonia and bleach;
- Corrosive chemicals and cleaners;
- Aerosol cans containing hazardous substances;
- Fluorescent lamps;
- Paints and paint cleaners (solvents);
- Wood preservatives;
- Driveway sealers;
- Adhesives & polishes;
- Bug sprays and pesticides;
- Poisons;
- Pool chemicals;
- Antifreeze;
- Fuels;
- Batteries (automotive & household);
- Lawn care products (herbicides);
- Propane tanks;
- Syringes/needles/sharps that are properly contained in a rigid walled container with lid;
- Corrosive, toxic, reactive, and flammable materials are generally deemed hazardous and thus, not accepted at the landfill;
- Liquid waste; and



- Refrigeration equipment (e.g. refrigerators, freezers, air conditioners) containing refrigerants and those that have not be certified as refrigerant-free.

7.10 Dust and Litter Control

Due to the remoteness of the Site, generation of dust on the Site should not be a problem. If dust raised by vehicle traffic becomes a problem, the application of calcium chloride is an acceptable method to treat on-Site roads.

If it is determined by the District Manager that dust associated with the operations of the Site must be reduced or otherwise controlled to prevent adverse impacts, the Owner shall implement reasonable contingency measures as agreed to by the District Manager.

7.11 Animal Control

Rodents can be controlled by intermittent covering of waste and are not expected to be a problem at the Site.



8.0 TERMS AND LIMITATIONS

This Environmental Compliance Approval Application Supporting Documentation Report was performed for the Township of Billings in order to propose waste disposal sequencing at the Kagawong Landfill (Site). Conclusions derived are specific to the immediate area of study. The Environmental Compliance Approval Application Supporting Documentation Report was performed in general compliance with currently acceptable practices for environmental site investigations, and specific Client requests, as applicable to this Site.

This report was prepared for the exclusive use of the Client, subject to the terms, conditions and limitations contained within the duly authorized work plan for this project. Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, is the sole responsibility of such third parties. Pinchin accepts no responsibility for damages suffered by any third party as a result of decisions made or actions conducted.

If additional parties require reliance on this report, written authorization from Pinchin will be required. Pinchin disclaims responsibility of consequential financial effects on transactions or property values, or requirements for follow-up actions and costs. No other warranties are implied or expressed. Furthermore, this report should not be construed as legal advice. Pinchin will not provide results or information to any party unless disclosure by Pinchin is required by law.

Pinchin makes no other representations whatsoever, including those concerning the legal significance of its findings, or as to other legal matters touched on in this report, including, but not limited to, ownership of any property, or the application of any law to the facts set forth herein. With respect to regulatory compliance issues, regulatory statutes are subject to interpretation and these interpretations may change over time.

APPENDIX I
Figures



LEGEND

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NON-COLOUR COPIES MAY ALTER
INTERPRETATION.



PROJECT NAME:
ECA APPLICATION
SUPPORTING
DOCUMENTATION REPORT

CLIENT NAME:
TOWNSHIP OF
BILLINGS

PROJECT LOCATION:
BILLINGS WASTE
DISPOSAL SITE,
KAGAWONG, ONTARIO

FIGURE NAME:
SITE LOCATION

PROJECT NUMBER:

222427

SCALE:

1:20000

DRAWN BY:

D.M.

REVIEWED BY:

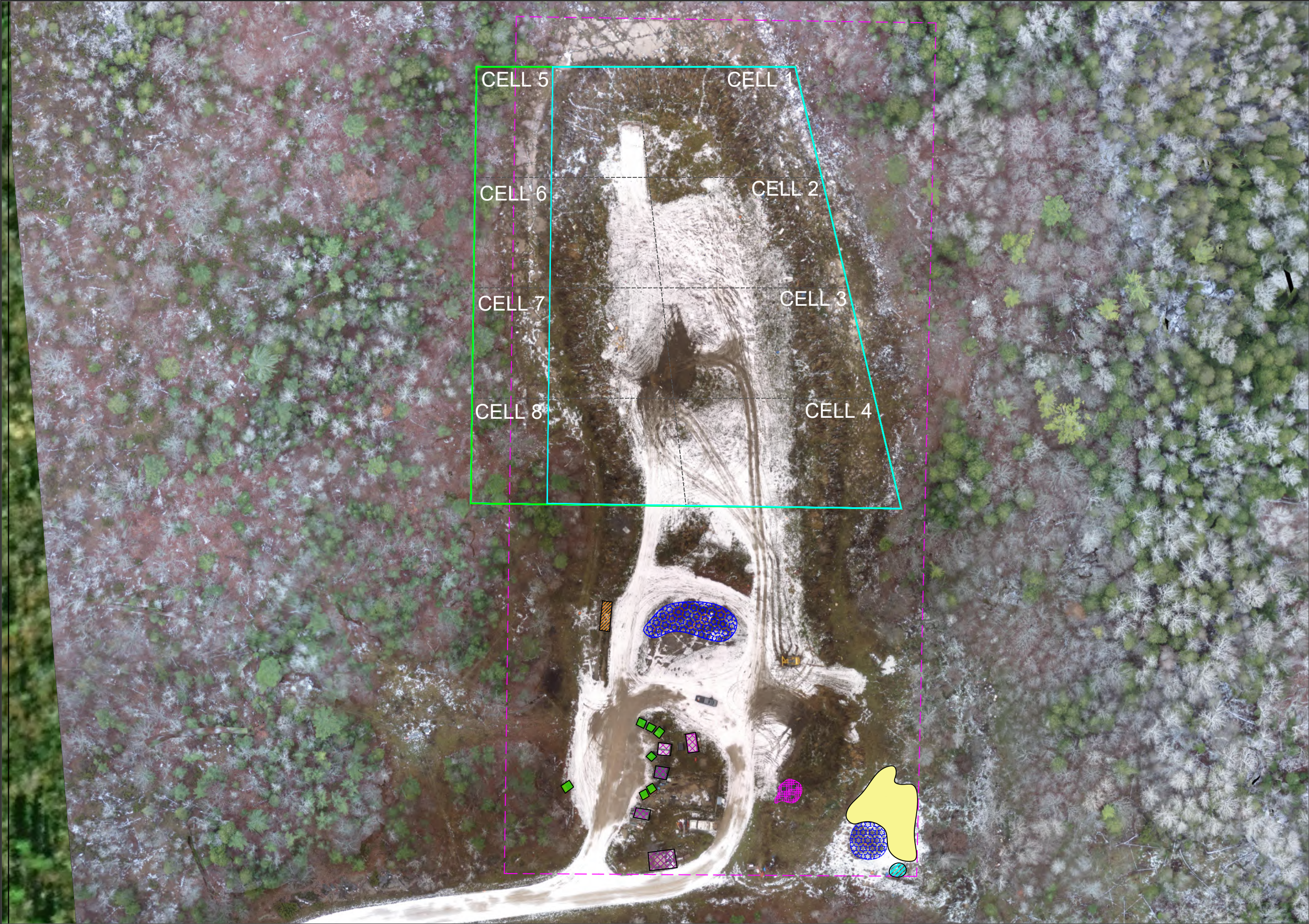
A.V.

DATE:

JAN 2021

FIGURE NUMBER:

1





LEGEND

- CURRENT LANDFILL SITE BOUNDARY
- PROPOSED LANDFILL SITE BOUNDARY
- CERTIFICATE OF APPROVAL BOUNDARY
- BURN PIT
- EXISTING BUILDINGS
- TIRES
- METAL PILE
- RECYCLING BIN
- METAL BINS
- APPROXIMATE AREA OF HISTORIC WASTE BEYOND APPROVED FOOTPRINT TO BE CAPPED IN PLACE

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ECA APPLICATION
SUPPORTING
DOCUMENTATION REPORT

CLIENT NAME:

TOWNSHIP OF
BILLINGS

PROJECT LOCATION:

BILLINGS WASTE
DISPOSAL SITE,
KAGAWONG, ONTARIO

FIGURE NAME:

SITE PLAN

PROJECT NUMBER: 222427	SCALE: 1:1000
DRAWN BY: D.M.	REVIEWED BY: A.V.
DATE: JAN 2021	FIGURE NUMBER: 2





LEGEND

- CURRENT LANDFILL SITE BOUNDARY
- PROPOSED LANDFILL SITE BOUNDARY
- CERTIFICATE OF APPROVAL BOUNDARY
- BURN PIT
- EXISTING BUILDINGS
- TIRES
- METAL PILE
- RECYCLING BIN
- METAL BINS
- APPROXIMATE AREA OF HISTORIC WASTE BEYOND APPROVED FOOTPRINT TO BE CAPPED IN PLACE
- NEW MONITORING WELLS (2018)
- MONITORING WELLS

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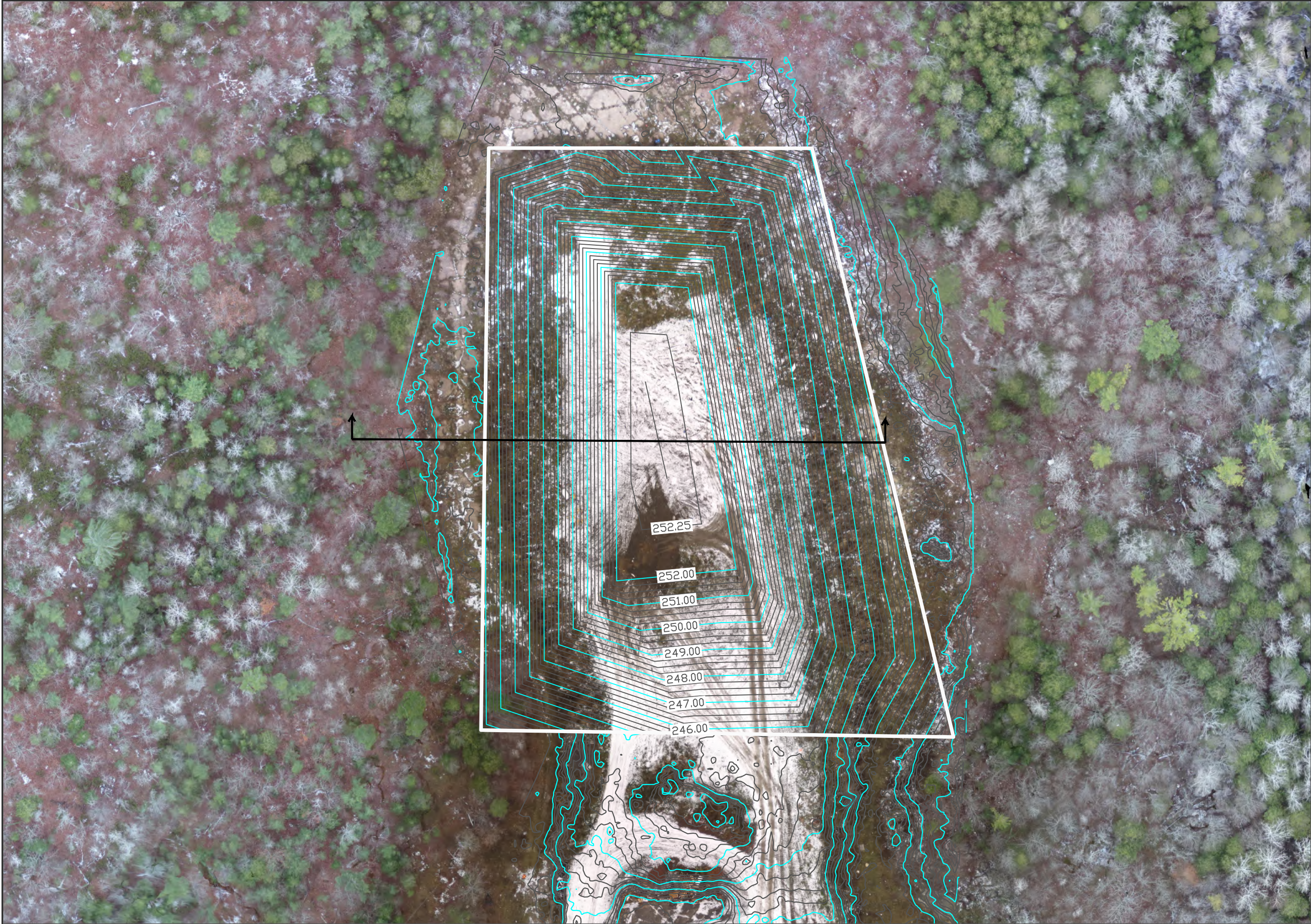
PROJECT NAME:
ECA APPLICATION
SUPPORTING
DOCUMENTATION REPORT

CLIENT NAME:
TOWNSHIP OF
BILLINGS

PROJECT LOCATION:
BILLINGS WASTE
DISPOSAL SITE,
KAGAWONG, ONTARIO

FIGURE NAME:
MONITORING WELL
LOCATION PLAN

PROJECT NUMBER: 222427	SCALE: 1:2000
DRAWN BY: D.M.	REVIEWED BY: A.V.
DATE: JAN 2021	FIGURE NUMBER: 3

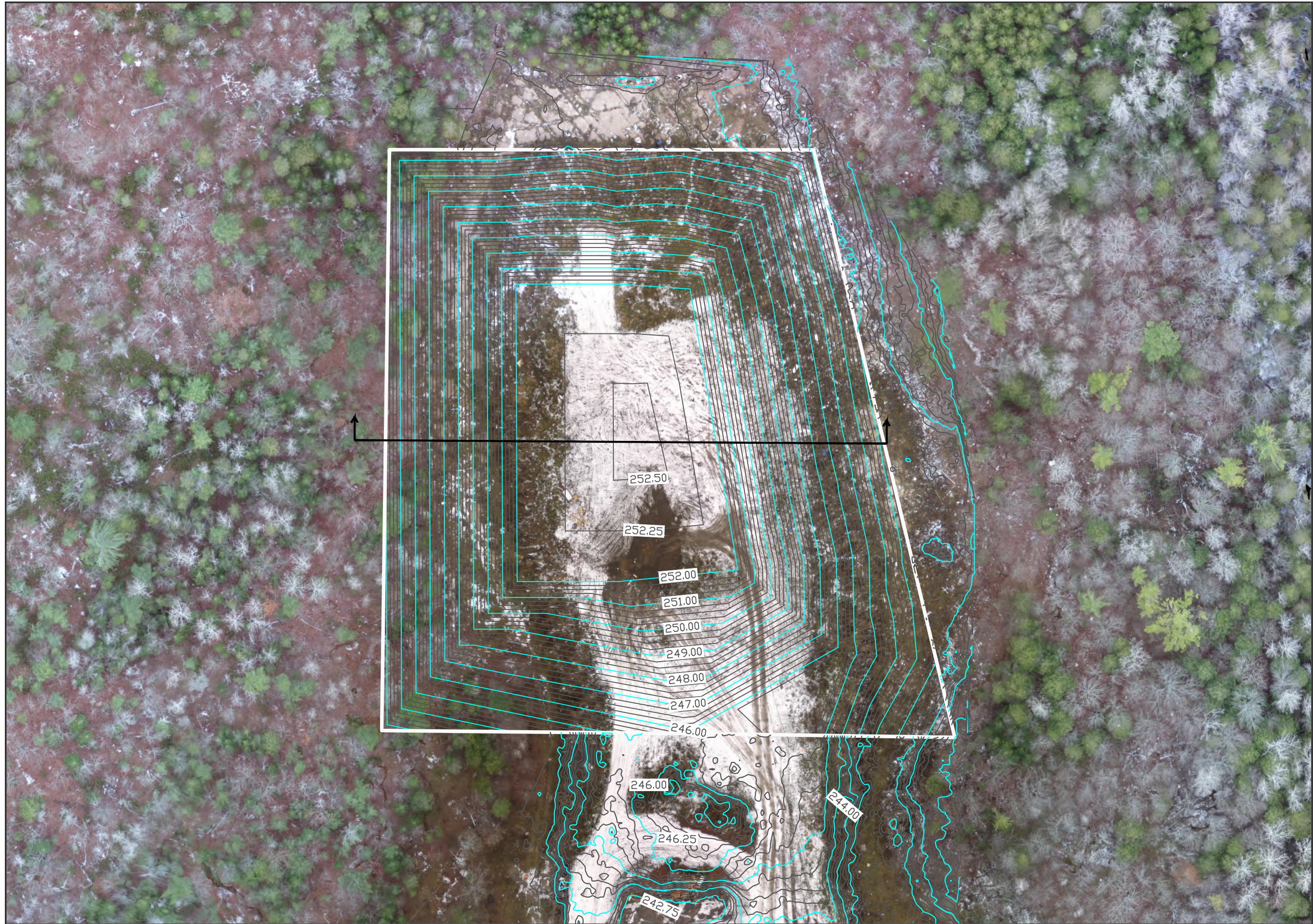


- LEGEND
- PROPOSED LANDFILL SITE BOUNDARY
 - MAJOR CONTOURS (1m)
 - MINOR CONTOURS (25cm)
 - CROSS SECTION

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PROJECT NAME: ECA APPLICATION SUPPORTING DOCUMENTATION REPORT	
CLIENT NAME: TOWNSHIP OF BILLINGS	
PROJECT LOCATION: BILLINGS WASTE DISPOSAL SITE, KAGAWONG, ONTARIO	
FIGURE NAME: CURRENT APPROVED SITE CLOSURE CONTOURS	
PROJECT NUMBER: 222427	SCALE: 1:750
DRAWN BY: D.M.	REVIEWED BY: A.V.
DATE: JAN 2021	FIGURE NUMBER: 4



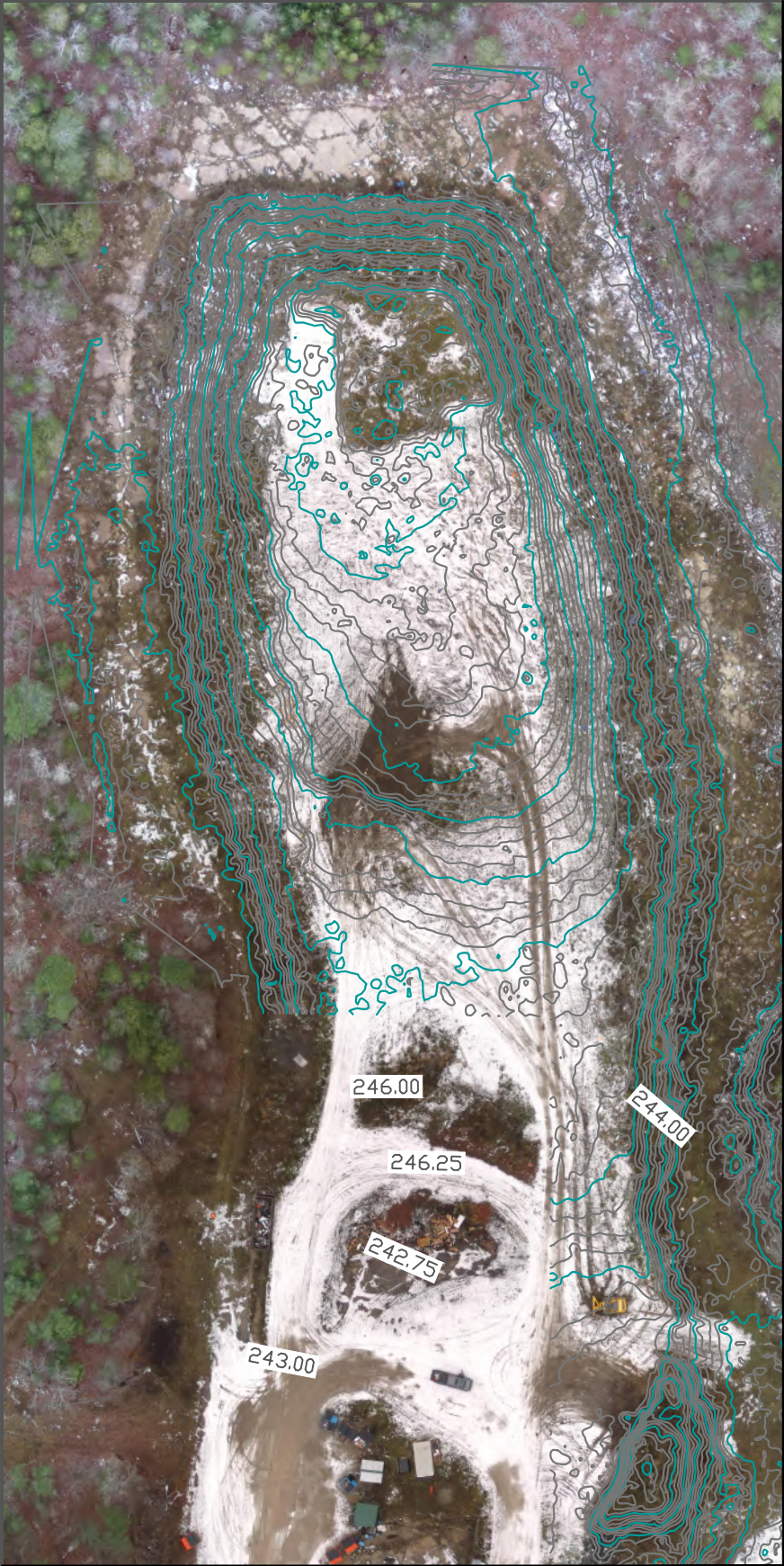
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- PROPOSED LANDFILL SITE BOUNDARY
- MAJOR CONTOURS (1m)
- MINOR CONTOURS (25cm)
- CROSS SECTION

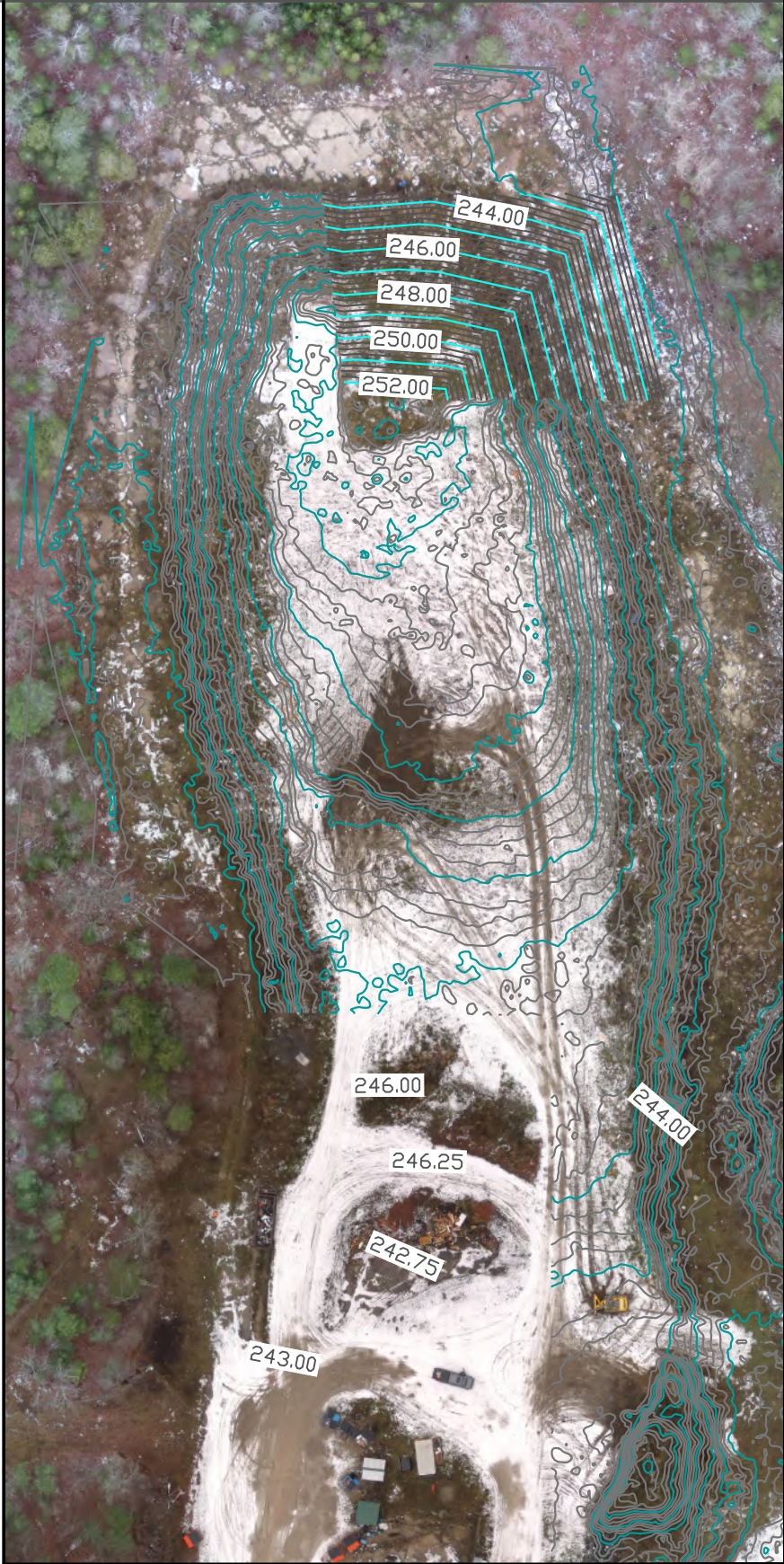
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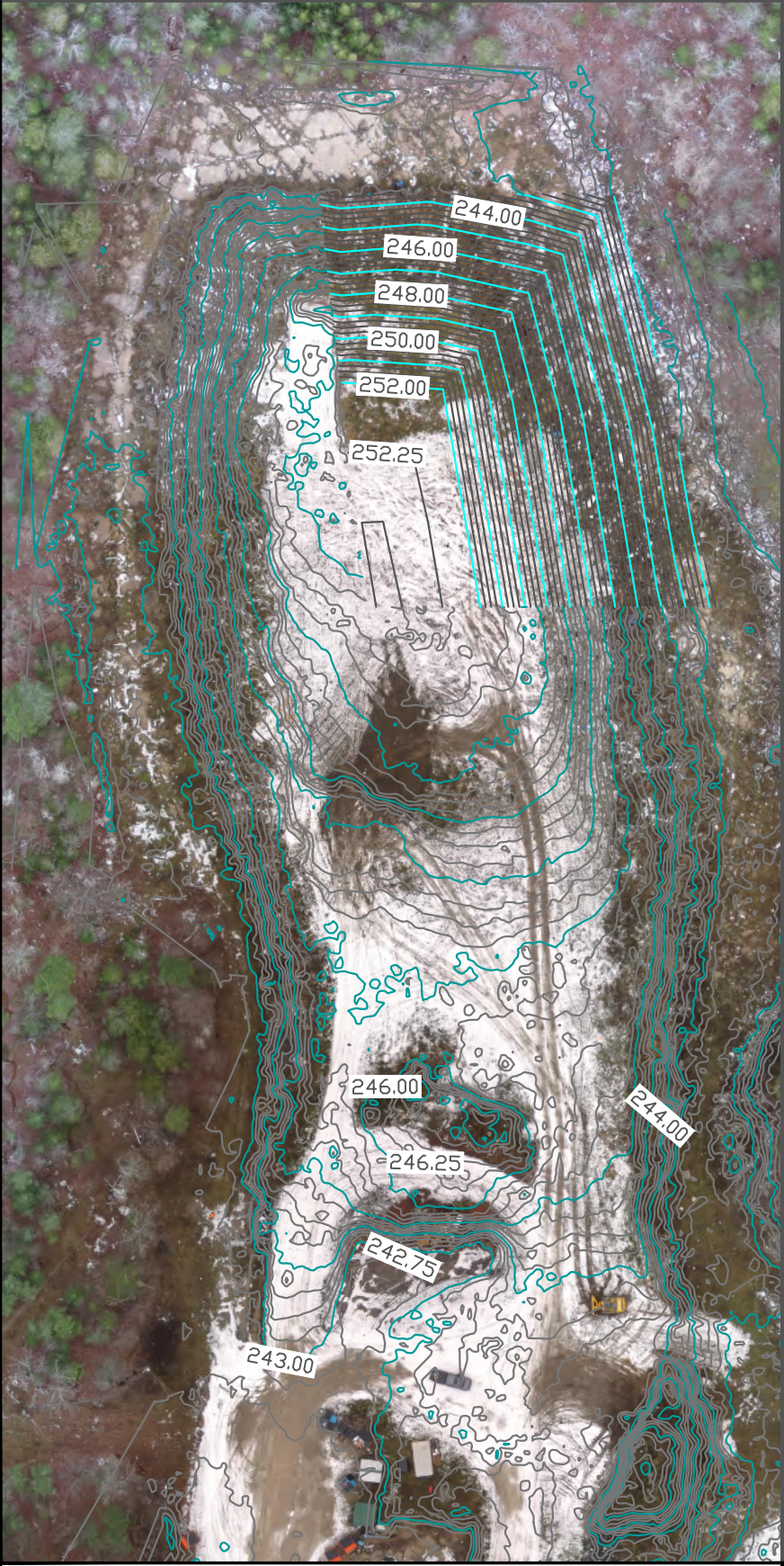
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CLIENT NAME: TOWNSHIP OF BILLINGS	
PROJECT LOCATION: BILLINGS WASTE DISPOSAL SITE, KAGAWONG, ONTARIO	
FIGURE NAME: PROPOSED EXPANSION SITE CLOSURE CONTOURS	
PROJECT NUMBER: 222427	SCALE: 1:750
DRAWN BY: D.M.	REVIEWED BY: A.V.
DATE: JAN 2021	FIGURE NUMBER: 5



Topographic Contour Plan
Correct as of January 2021
Site Life: 26.5 years



Cell Number: 1
Available Landfill Volume: 144.7m ³
Cell Life: 0 years



Cell Number: 2
Available Landfill Volume: 2034.3m ³
Cell Life: 1.9 years

LEGEND

MAJOR CONTOURS (1m)

MINOR CONTOURS (25cm)

LEGEND IS COLOUR DEPENDENT.
NON-COLOUR COPIES MAY ALTER
INTERPRETATION.

PROJECT NAME:

ECA APPLICATION
SUPPORTING
DOCUMENTATION REPORT

CLIENT NAME:

TOWNSHIP OF
BILLINGS

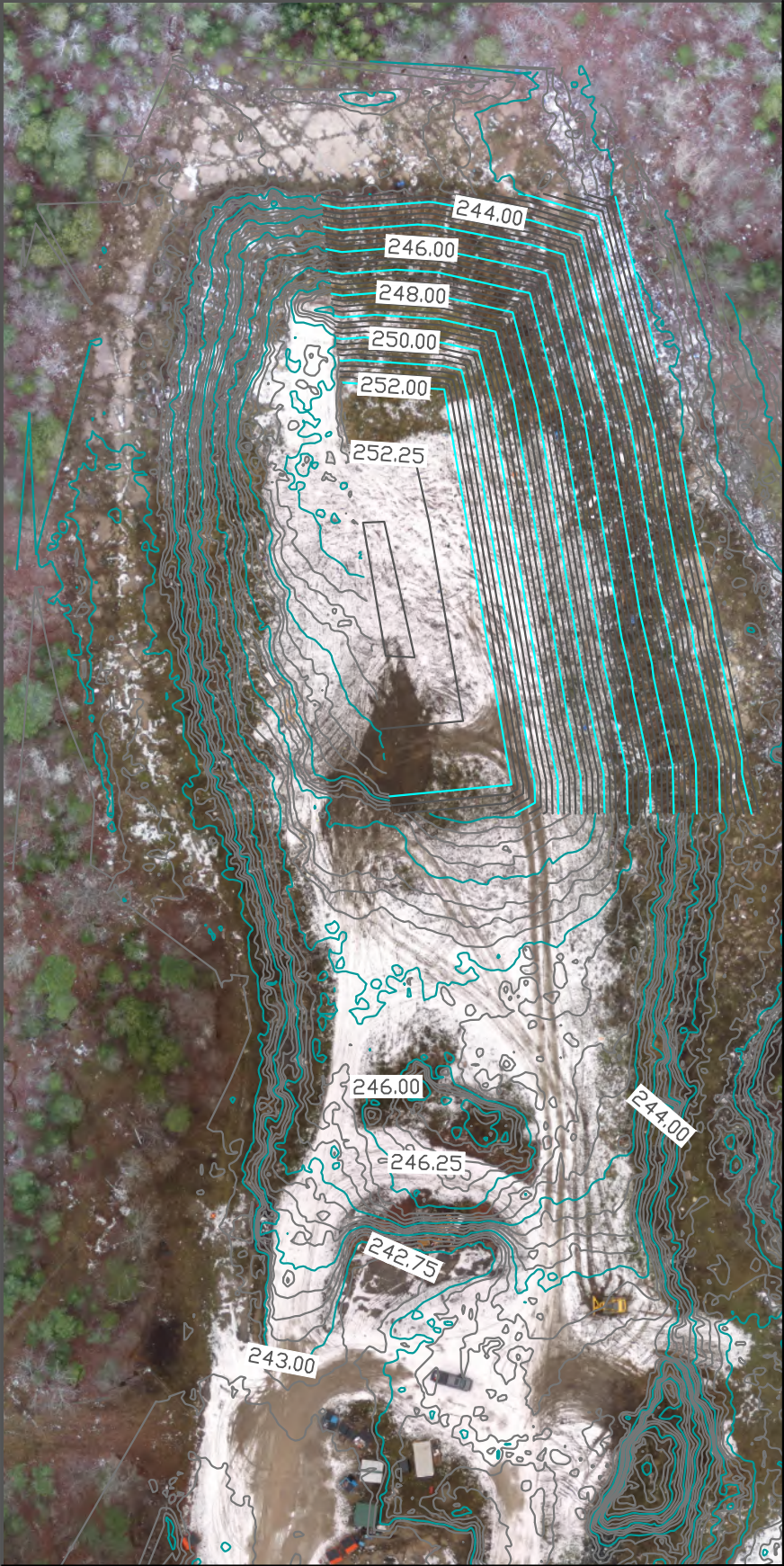
PROJECT LOCATION:

BILLINGS WASTE
DISPOSAL SITE,
KAGAWONG, ONTARIO

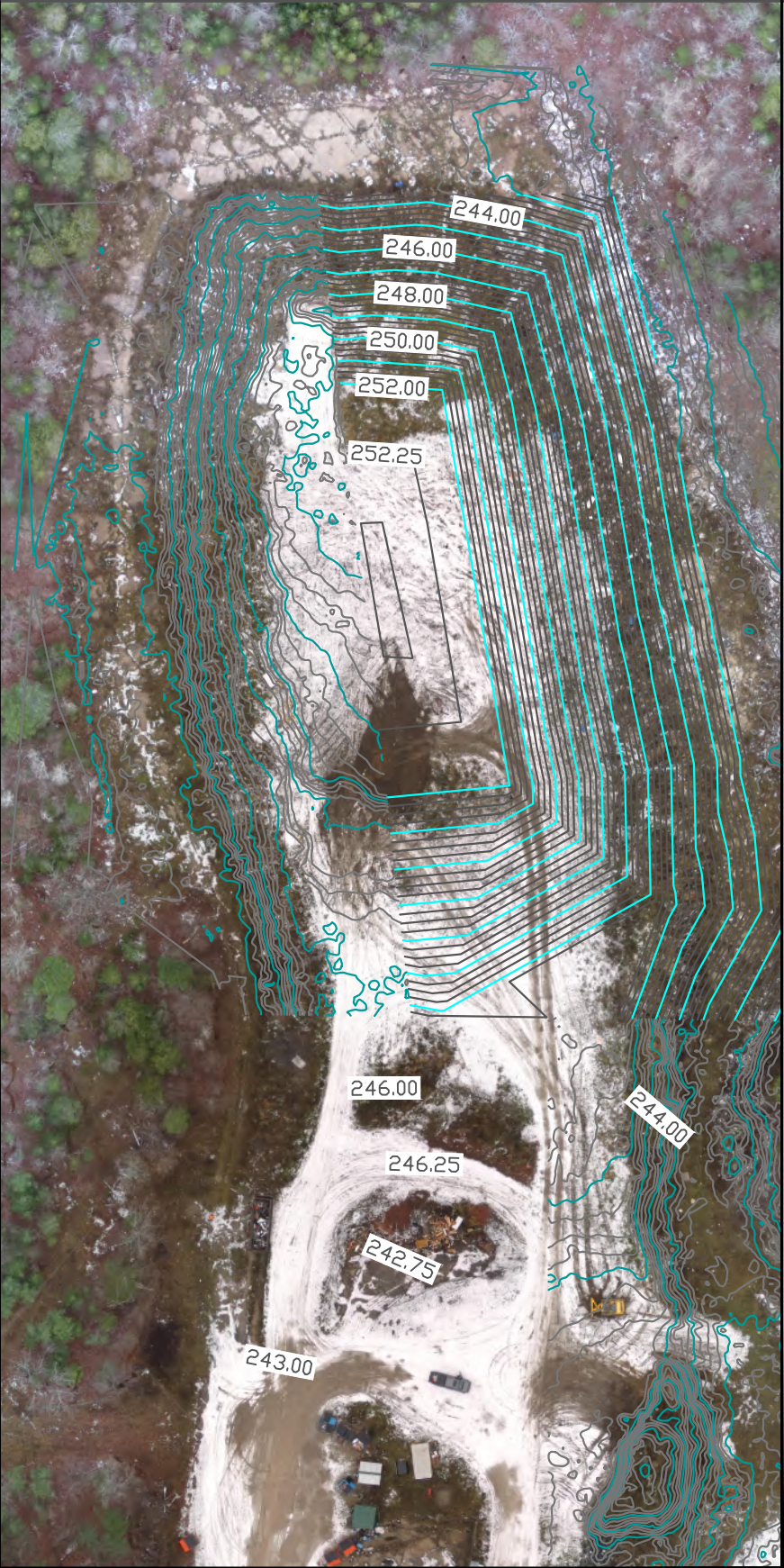
FIGURE NAME:

TOPO CONTOUR PLAN
AND CONCEPTUAL CLOSURE
PLAN OF CELLS 1 & 2

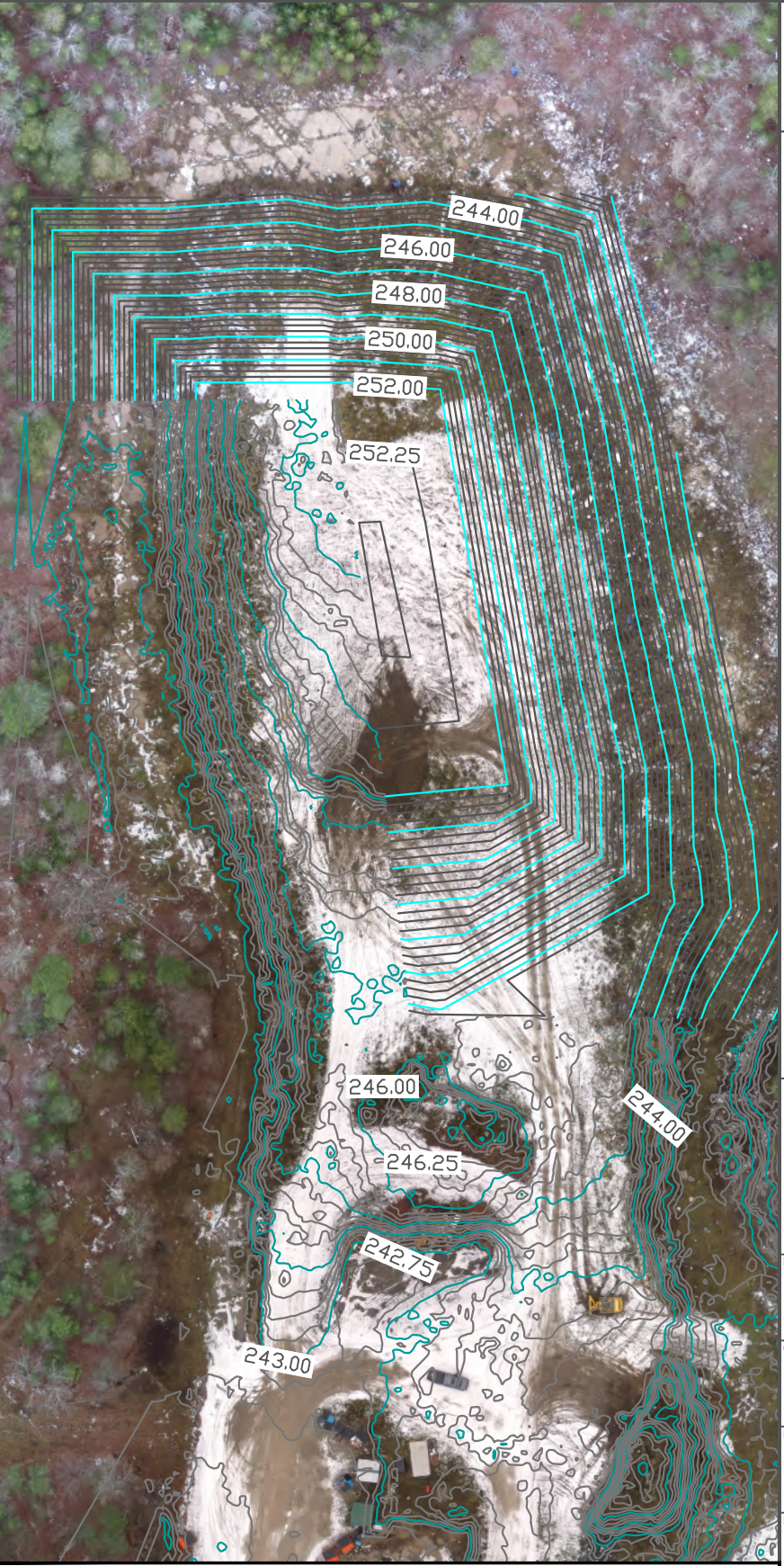
PROJECT NUMBER:	SCALE:
222427	1:1000
DRAWN BY:	REVIEWED BY:
D.M.	A.V.
DATE:	FIGURE NUMBER:
JAN 2021	6



Cell Number: 3
Available Landfill Volume: 2777.6m ³
Cell Life: 2.6 years



Cell Number: 4
Available Landfill Volume: 1809.7m ³
Cell Life: 1.7 years



Cell Number: 5
Available Landfill Volume: 3141.6m ³
Cell Life: 2.9 years

LEGEND

MAJOR CONTOURS (1m)

MINOR CONTOURS (25cm)

LEGEND IS COLOUR DEPENDENT.
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INTERPRETATION.

PROJECT NAME:

ECA APPLICATION
SUPPORTING
DOCUMENTATION REPORT

CLIENT NAME:

TOWNSHIP OF
BILLINGS

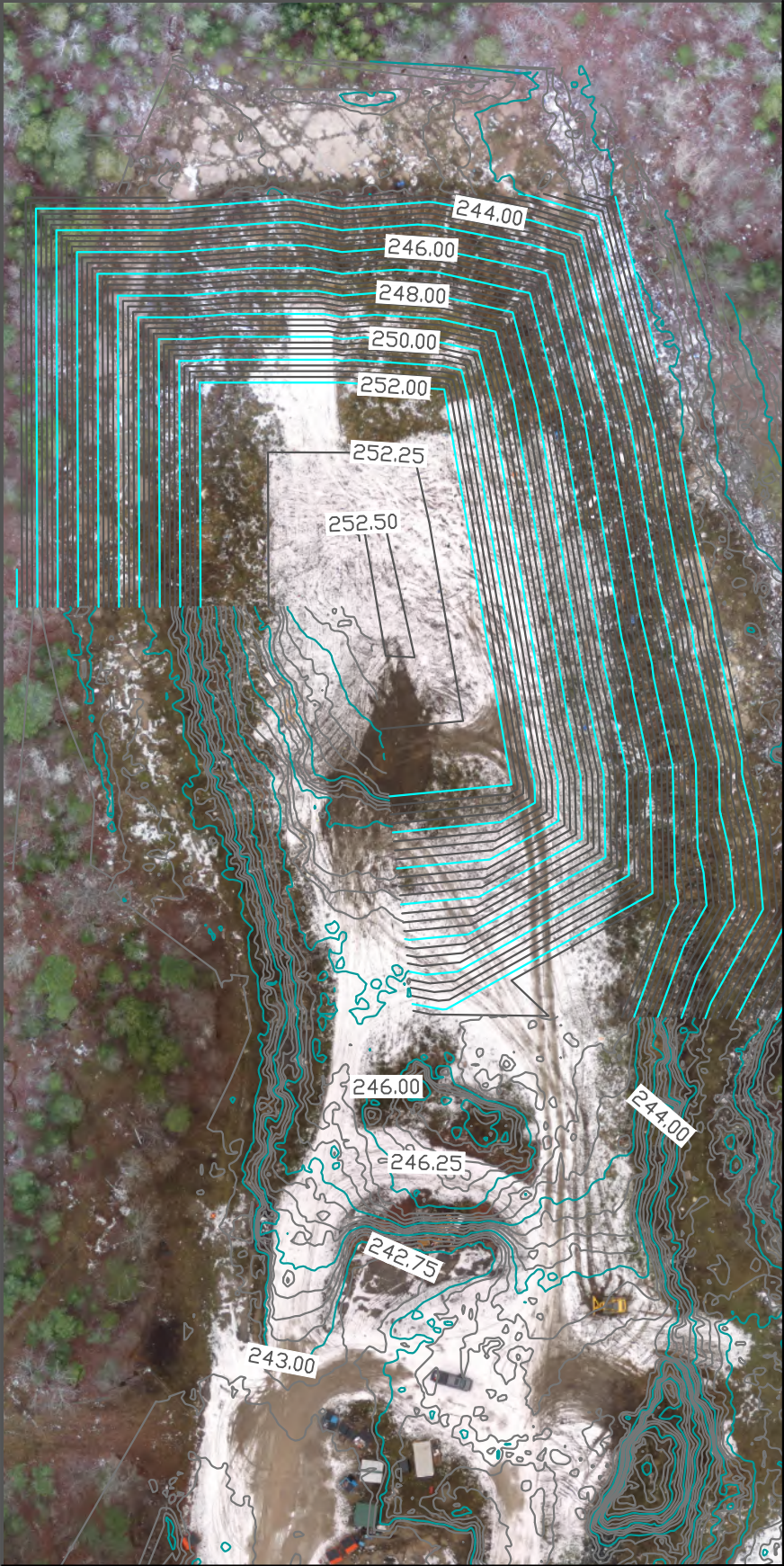
PROJECT LOCATION:

BILLINGS WASTE
DISPOSAL SITE,
KAGAWONG, ONTARIO

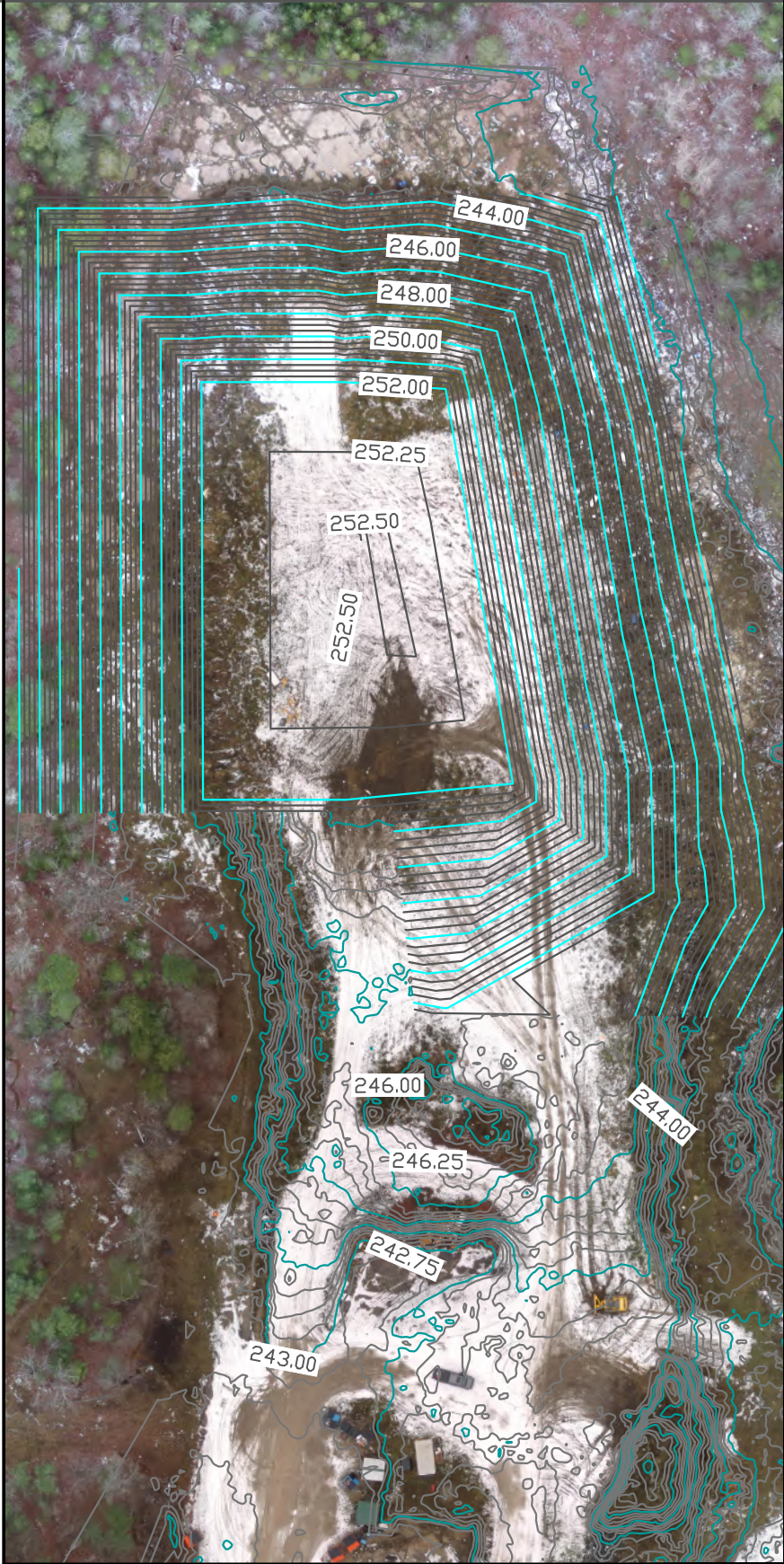
FIGURE NAME:

CONCEPTUAL CLOSURE
PLAN OF CELLS 3-5

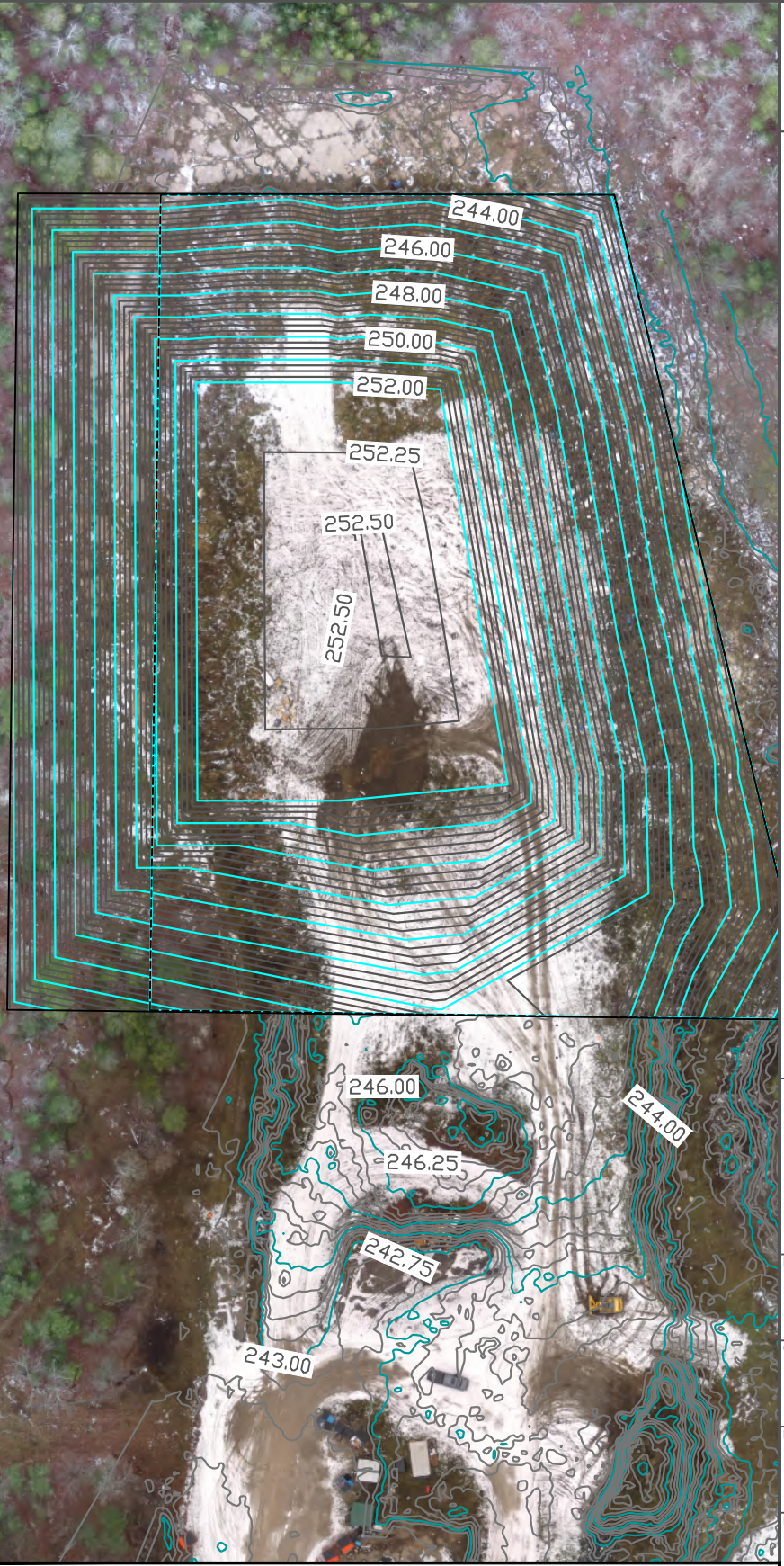
PROJECT NUMBER:	SCALE:
222427	1:1000
DRAWN BY:	REVIEWED BY:
D.M.	A.V.
DATE:	FIGURE NUMBER:
JAN 2021	7



Cell Number: 6
Available Landfill Volume: 5725.2m³
Cell Life: 5.4 years



Cell Number: 7
Available Landfill Volume: 7646.6m³
Cell Life: 7.1 years



Cell Number: 8
Available Landfill Volume: 5191.9m³
Cell Life: 4.9 years

LEGEND

MAJOR CONTOURS (1m)

MINOR CONTOURS (25cm)

LEGEND IS COLOUR DEPENDENT.
NON-COLOUR COPIES MAY ALTER
INTERPRETATION.

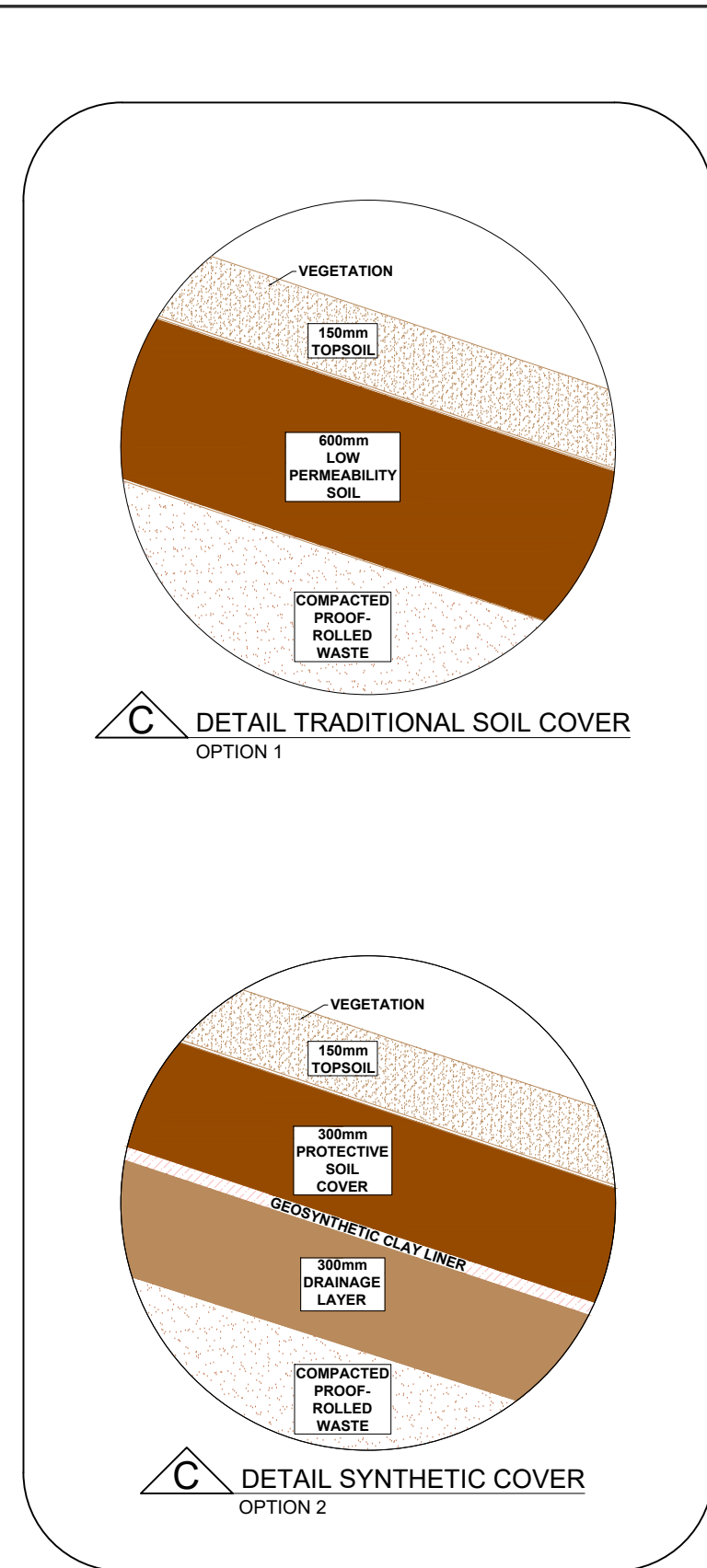
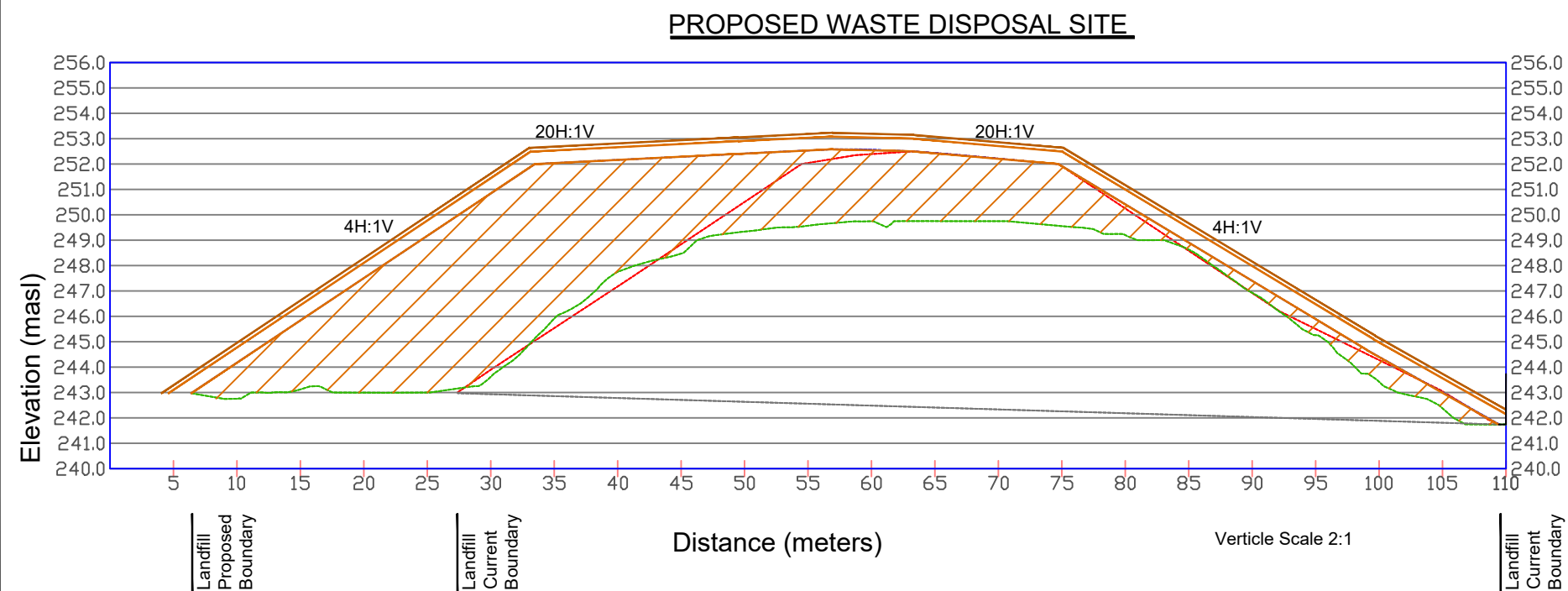
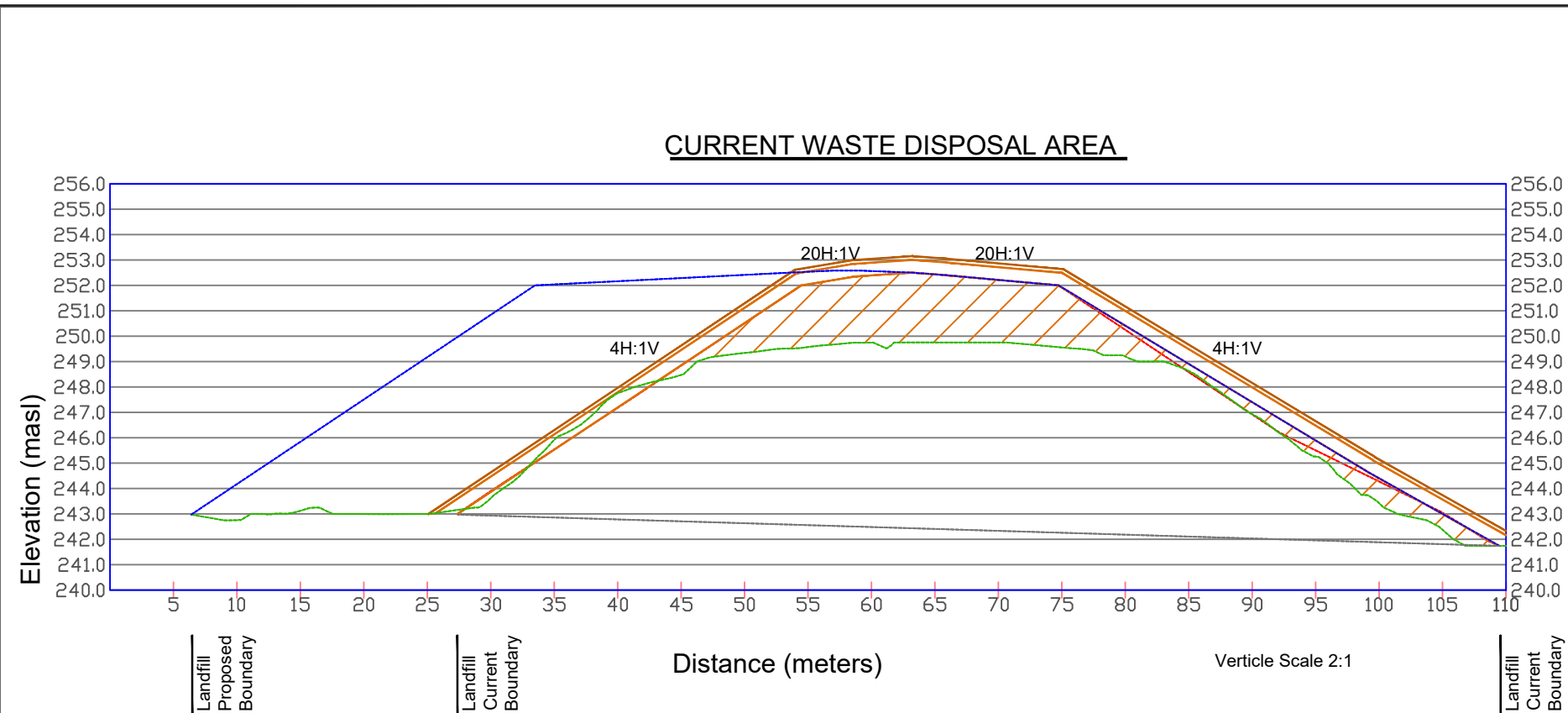
PROJECT NAME:
ECA APPLICATION
SUPPORTING
DOCUMENTATION REPORT

CLIENT NAME:
TOWNSHIP OF
BILLINGS

PROJECT LOCATION:
BILLINGS WASTE
DISPOSAL SITE,
KAGAWONG, ONTARIO

FIGURE NAME:
CONCEPTUAL CLOSURE
PLAN OF CELLS 6-8

PROJECT NUMBER: 222427	SCALE: 1:1000
DRAWN BY: D.M.	REVIEWED BY: A.V.
DATE: JAN 2021	FIGURE NUMBER: 8



LEGEND

- WASTE DISPOSAL AREA
- EXISTING GROUND
- APPROXIMATE BEDROCK
- PROPOSED WASTE DISPOSAL ARE (EXPANSION)

LEGEND IS COLOUR DEPENDENT.
NON-COLOUR COPIES MAY ALTER
INTERPRETATION.

PROJECT NAME:
ECA APPLICATION
SUPPORTING
DOCUMENTATION REPORT

CLIENT NAME:
TOWNSHIP OF
BILLINGS

PROJECT LOCATION:
BILLINGS WASTE
DISPOSAL SITE,
KAGAWONG, ONTARIO

FIGURE NAME:
CROSS SECTIONS
AND DETAILS

PROJECT NUMBER: 222427	SCALE: 1:500
DRAWN BY: D.M.	REVIEWED BY: A.V.
DATE: JAN 2021	FIGURE NUMBER: 9

APPENDIX II
Certificate of Approval



Ontario

Ministry
of the
Environment

Provisional Certificate No. A 550501

PROVISIONAL CERTIFICATE OF APPROVAL WASTE DISPOSAL SITE

Under The Environmental Protection Act, 1971 and the regulations and subject to the limitations thereof, this Provisional Certificate of Approval is issued to:

Townships of Billings and Allan East
Kagawong, Ontario
POP 1J0

ENVIRONMENTAL APPROVALS BRANCH
RECEIVED

APR 1 1980

for the use and operation of a 0.81 hectare dump site.

MUNICIPAL & PRIVATE
APPROVALS, SECTION

all in accordance with the following plans and specifications:

Located: Lot 4, Concession 9
Township of Allan
District of Manitoulin

which includes the use of the site only for the receiving and disposal of the following categories of waste (NOTE: Use of the site for additional categories of wastes requires a new application and amendments to the Provisional Certificate of Approval) domestic and commercial

and subject to the following conditions:

1. No operation shall be carried out at the site after sixty days from this condition becoming enforceable unless this Certificate including the reasons for this condition has been registered by the applicant as an instrument in the appropriate Land Registry Office against title to the site and a duplicate registered copy thereof has been returned by the applicant to the Director.

Dated this 20th day of March, 1980.

Director, Section 39.



Ontario

Ministry
of the
Environment

Ministère
de
l'Environnement

AMENDMENT TO PROVISIONAL CERTIFICATE OF APPROVAL
WASTE DISPOSAL SITE
NUMBER A550501
Notice No. 1

The Corporation of the Municipality of Billings
P.O. Box 34
Kagawong, Ontario
P0P 1J0

Site Location: Billing Waste Site
9490 Hwy 540, Lot 4, Concession 9
Allan Unorganized Township, District of Manitoulin

You are hereby notified that I have amended Provisional Certificate of Approval No. A550501 issued on March 20, 1980 for a waste disposal site (landfill), as follows:

I. This Certificate has been amended to allow the use of an in-vessel composter on site for the purposes of research.

II. The following Conditions are hereby added:

2. For the purpose of this Provisional Certificate of Approval and the terms and conditions specified herein, the following definitions apply:

(a) **"adequately trained"** means knowledgeable regarding the terms, conditions and requirements of this Certificate, relevant environmental legislation and regulations, and site operations;

(e) **"Compost"** means any material than has been processed in the Composter;

(d) **"Composter"** means the rotating drum in-vessel composter as described in Items 1 and 2 of Schedule "A";

(h) **"Director"** means one or more persons who from time to time are appointed under Part V of the EPA;

(i) **"District Manager"** means the District Manager, MOE Sudbury District Office;

(c) **"EPA"** means the *Environmental Protection Act*, R.S.O. 1990, c. E.19, as amended;

(c) **"Feed Material"** means any of the items listed in Condition 5;

(b) **"Guidelines"** means the Ministry document entitled *"Interim Guidelines for the Production and Use of Aerobic Compost in Ontario"* dated November 1991.

(f) **"Landfill"** means the Billing Waste Site located at 9490 Hwy 540, Lot 4, Concession 9
Allan Unorganized Township, District of Manitoulin;

(a) **"Municipality"** means the Municipality of Billings, including its officers, employees, agents or contractors;

(i) **"Regional Director"** means the Director, MOE, Northern Region;

(g) **"Site"** means the section of the Landfill shown on the General Site Plan in Item 3 of Schedule "A";

COMPOSTING OPERATIONS

3. The Composter shall not be operated more than six months from the date of issuance of this Certificate without the

express written consent of the District Manager.

4. The Municipality shall ensure that an adequately trained attendant is on-site at all times during the hours of operation. No loading or unloading of the Composter shall occur unless an adequately trained attendant is present.

5. Any of the following waste and materials, or any mixture of these, is Feed Material:

- (a) biosolids;
- (b) fish offals;
- (c) hay;
- (d) leaf and yard waste;
- (e) manures;
- (f) municipal sludge;
- (g) paper sludge;
- (h) sawdust;
- (i) sawmill by-products; and
- (j) soil.

6. No materials other than Feed Material shall be processed in the Composter.

7. The storage and processing of Feed Material on site is subject to the following:

- (a) The Composter shall not process more than 20 tonnes per day of Feed Material; and
- (b) The amount of Feed Material in storage awaiting composting shall not exceed 40 tonnes.

8. All on-site Feed Material awaiting composting shall be stored in one of the following:

- (a) a covered steel container as described in Item 5 of Schedule "A"; or
- (b) the Composter.

9. The storage of Compost is subject to the following:

- (a) at no time shall the amount of Compost on site exceed 150 tonnes;
- (b) all Compost shall be stored for at least 21 days; and
- (c) Compost shall be tested daily for (as a minimum) inertness, chemical content and heavy metal content as described in the Guidelines.

10. The disposal of Compost is subject to the following:

- (a) no Compost, excluding test samples, shall leave the Landfill;
- (b) all Compost not taken for test samples shall either be disposed of as waste at the Landfill, or used as daily cover at the Landfill.

11. The Municipality shall ensure that no off-site impacts such as vermin, odours, and dust result from the operation of the

Site. In the event that such off-site impacts occur, the Municipality shall immediately take all remedial actions necessary to deal with them.

12. The Municipality shall maintain a written record at the Landfill containing (as a minimum) the following information:

- (a) the date of record;
- (b) the quantity and type of Feed Material received;
- (c) the quantity and type of Feed Material processed;
- (d) the quantity of Compost produced;
- (e) the results of the Compost testing required under Condition 9(c) above;
- (f) details on any complaints regarding composting operations, including (as a minimum) the following information:
 - (i) the nature of the complaint;
 - (ii) the date and time of the complaint;
 - (iii) the name, address and telephone number of the complainant; and
 - (iv) any resulting contacts and remedial action taken;
- (g) details on all spills, fires, upsets or other problems encountered during the operation of the Site, and all actions taken to remediate the problem; and
- (h) records of staff training.

13. Within sixty (60) days of the end of the pilot period, the Municipality shall submit a report to the District Manager summarizing the records required under Condition 12 above. This report shall also include (as a minimum) the following:

- (a) any environmental and operational problems encountered during the operation of the Site that could negatively impact the environment, and any mitigative actions taken;
- (b) a statement as to compliance with all Conditions of this Certificate and with the inspection and reporting requirements of the Conditions herein; and
- (c) any recommendations to minimize environmental impacts from the operation of the site and to improve Site operations and monitoring programs in this regard.

III. The following Schedule "A" is hereby added:

SCHEDULE "A"

This Schedule "A" forms a part of this Provisional Certificate of Approval No. A550501.

- 1. The Application for a Provisional Certificate of Approval for a Waste Disposal Site w/attachments dated January 7, 2002, signed by Candace Tracy.
- 2. Drawing entitled "Prototype, Gagnon, Drum Electro" produced by M. Hamelin of IMS, dated November 14, 2001.
- 3. Drawing entitled "Figure 3, General Site Plan" produced by Northland Engineering Limited showing a sketch of the Composter location.
- 4. Report entitled "Hydrogeological Study and Operations Plan for the Township of Billings Landfill Site" produced by Northland Engineering Limited, dated March 1994.

5. Letter dated January 30, 2002 from Rick Gagnon, Gagnon Renewable Resources, to Andrew Neill, MOE, containing additional information on the project.

The reason for this amendment to the Certificate of Approval is as follows:

1. To approve the request of the Municipality to operate an in-vessel composter on site for the purposes of research.

This Notice shall constitute part of the approval issued under Provisional Certificate of Approval No. A550501 dated March 20, 1980

In accordance with Section 139 of the Environmental Protection Act, R.S.O. 1990, Chapter E-19, as amended, you may by written notice served upon me and the Environmental Review Tribunal within 15 days after receipt of this Notice, require a hearing by the Tribunal. Section 142 of the Environmental Protection Act, provides that the Notice requiring the hearing shall state:

1. The portions of the approval or each term or condition in the approval in respect of which the hearing is required, and;
2. The grounds on which you intend to rely at the hearing in relation to each portion appealed.

The Notice should also include:

3. The name of the appellant;
4. The address of the appellant;
5. The Certificate of Approval number;
6. The date of the Certificate of Approval;
7. The name of the Director;
8. The municipality within which the waste disposal site is located;

And the Notice should be signed and dated by the appellant.

This Notice must be served upon:

The Secretary*
Environmental Review Tribunal
2300 Yonge St., 12th Floor
P.O. Box 2382
Toronto, Ontario
M4P 1E4

AND

The Director
Section 39, *Environmental Protection Act*
Ministry of the Environment
2 St. Clair Avenue West, Floor 12A
Toronto, Ontario
M4V 1L5

*** Further information on the Environmental Review Tribunal's requirements for an appeal can be obtained directly from the Tribunal at: Tel: (416) 314-4600, Fax: (416) 314-4506 or www.ert.gov.on.ca**

The above noted waste disposal site is approved under Section 39 of the Environmental Protection Act.

DATED AT TORONTO this 11th day of February, 2002

Ian Parrott, P.Eng.
Director
Section 39, *Environmental Protection Act*

AN/
c: District Manager, MOE Sudbury
Richard Gagnon, Gagnon RenewableResources Inc.



AMENDED ENVIRONMENTAL COMPLIANCE APPROVAL

NUMBER A550501

Issue Date: April 21, 2015

The Corporation of the Township of Billings
15 Old Mill Rd PO Box 34, Kagawong
Billings, Ontario
P0P 1J0

Site Location: Kagawong Landfill Site
9490 Highway 540, Kagawong
Lot 4, Concession 9
Billings Township, District of Manitoulin

You have applied under section 20.2 of Part II.1 of the Environmental Protection Act, R.S.O. 1990, c. E. 19 (Environmental Protection Act) for approval of:

a 1.0 hectare waste disposal site within a total site area of 60.2 hectares having a maximum capacity of 40,000 cubic metres.

For the purpose of this environmental compliance approval, the following definitions apply:

"Approval" means this Environmental Compliance Approval and any Schedules to it, including the application and supporting documentation listed in Schedule "A".

"Director" means any *Ministry* employee appointed in writing by the Minister pursuant to section 5 of the EPA as a Director for the purposes of Part V of the *EPA*;

"District Manager" means the District Manager of the local district office of the *Ministry* in which the *Site* is geographically located;

"EPA" means *Environmental Protection Act*, R.S.O. 1990, c. E. 19, as amended;

"Ministry" means the Ontario Ministry of the Environment and Climate Change;

"NMA" means *Nutrient Management Act*, 2002, S.O. 2002, c. 4, as amended from time to time;

"Operator" means any person, other than the *Owner's* employees, authorized by the *Owner* as having the charge, management or control of any aspect of the *Site* and includes its successors or assigns;

"Owner" means any person that is responsible for the establishment or operation of the *Site* being approved by this *Approval*, and includes The Township of Billings and its successors and assigns;

"OWRA" means the *Ontario Water Resources Act*, R.S.O. 1990, c. O.40, as amended;

"PA" means the *Pesticides Act*, R.S.O. 1990, c. P-11, as amended from time to time;

"Provincial Officer" means any person designated in writing by the Minister as a provincial officer pursuant to Section 5 of the *OWRA* or Section 5 of the *EPA* or Section 17 of *PA* or Section 4 of *NMA* or Section 8 of *SDWA*.

"Regional Director" means the Regional Director of the local Regional Office of the *Ministry* in which the *Site* is located.

"Regulation 347" or "Reg. 347" means Regulation 347, R.R.O. 1990, made under the *EPA*, as amended;

"SDWA" means *Safe Drinking Water Act*, 2002, S.O. 2002, c. 32, as amended from time to time;

"Site" means the entire waste disposal site, including the buffer lands, and contaminant attenuation zone at 9490 Highway 540, Kagawong, Lot 4, Concession 9, Billings Township, District of Manitoulin; and

"Trained personnel" means personnel knowledgeable in the following through instruction and/or practice:

- a. relevant waste management legislation, regulations and guidelines;
- b. major environmental concerns pertaining to the waste to be handled;
- c. occupational health and safety concerns pertaining to the processes and wastes to be handled;
- d. management procedures including the use and operation of equipment for the processes and wastes to be handled;
- e. emergency response procedures;
- f. specific written procedures for the control of nuisance conditions;
- g. specific written procedures for refusal of unacceptable waste loads; and
- h. the requirements of this *Approval*.

You are hereby notified that this environmental compliance approval is issued to you subject to the terms and conditions outlined below:

TERMS AND CONDITIONS

1. GENERAL

Compliance

(1) The *Owner* and *Operator* shall ensure compliance with all the conditions of this *Approval* and shall ensure that any person authorized to carry out work on or operate any aspect of the *Site* is notified of this *Approval* and the conditions herein and shall take all reasonable measures to ensure any such person complies with the same.

(2) Any person authorized to carry out work on or operate any aspect of the *Site* shall comply with the conditions of this *Approval*.

In Accordance

(3) Except as otherwise provided by this *Approval*, the *Site* shall be designed, developed, built, operated and maintained in accordance with the documentation listed in the attached Schedule "A".

Interpretation

(4) Where there is a conflict between a provision of any document listed in Schedule "A" in this *Approval*, and the conditions of this *Approval*, the conditions in this *Approval* shall take precedence.

(5) Where there is a conflict between the application and a provision in any document listed in Schedule "A", the application shall take precedence, unless it is clear that the purpose of the document was to amend the application and that the *Ministry* approved the amendment.

(6) Where there is a conflict between any two documents listed in Schedule "A", the document bearing the most recent date shall take precedence.

(7) The conditions of this *Approval* are severable. If any condition of this *Approval*, or the application of any condition of this *Approval* to any circumstance, is held invalid or unenforceable, the application of such condition to other circumstances and the remainder of this *Approval* shall not be affected thereby.

Other Legal Obligations

(8) The issuance of, and compliance with, this *Approval* does not:

- (a) relieve any person of any obligation to comply with any provision of any applicable statute, regulation or other legal requirement; or
- (b) limit in any way the authority of the *Ministry* to require certain steps be taken or to require the *Owner* and *Operator* to furnish any further information related to compliance with this *Approval*.

Adverse Effect

(9) The *Owner* and *Operator* shall take steps to minimize and ameliorate any adverse effect on the natural environment or impairment of water quality resulting from the *Site*, including such accelerated or additional monitoring as may be necessary to determine the nature and extent of the effect or impairment.

(10) Despite an *Owner*, *Operator* or any other person fulfilling any obligations imposed by this *Approval* the person remains responsible for any contravention of any other condition of this *Approval* or any applicable statute, regulation, or other legal requirement resulting from any act or omission that caused the adverse effect to the natural environment or impairment of water quality.

Change of Ownership

(11) The *Owner* shall notify the *Director*, in writing, and forward a copy of the notification to the *District Manager*, within 30 days of the occurrence of any changes in the following information:

- (a) the ownership of the *Site*;
- (b) the *Operator* of the *Site*;
- (c) the address of the *Owner* or *Operator*; and
- (d) the partners, where the *Owner* or *Operator* is or at any time becomes a partnership and a copy of the most recent declaration filed under the *Business Names Act*, R. S. O. 1990, c. B.17, shall be included in the notification.

(12) No portion of this *Site* shall be transferred or encumbered prior to or after closing of the *Site* unless the *Director* is notified in advance and sufficient financial assurance is deposited with the *Ministry* to ensure that these conditions will be carried out.

(13) In the event of any change in ownership of the *Site*, other than change to a successor *Owner*, the *Owner* shall notify the successor of and provide the successor with a copy of this *Approval*, and the *Owner* shall provide a copy of the notification to the *District Manager* and the *Director*.

Certificate of Requirement/Registration on Title

(14) The *Owner* shall:

- (a) Within sixty (60) days of the date of the issuance of this *Approval*, submit to the *Director* for review, two copies of a completed Certificate of Requirement with a registerable description of the *Site*; and
- (b) Within 30 calendar days of receiving the Certificate of Requirement authorized by the *Director*, register the Certificate of Requirement in the appropriate Land Registry Office on title to the *Site* and submit to the *Director* and the *District Manager* the duplicate registered copy immediately following registration.

(15) Pursuant to Section 197 of the Environmental Protection Act, neither the *Owner* nor any person having an interest in the *Site* shall deal with the *Site* in any way without first giving a copy of this *Approval* to each person acquiring an interest in the *Site* as a result of the dealing.

Inspections by the Ministry

(16) No person shall hinder or obstruct a *Provincial Officer* from carrying out any and all inspections authorized by the *OWRA*, the *EPA*, the *PA*, the *SDWA* or the *NMA*, of any place to which this *Approval* relates, and without limiting the foregoing:

- (a) to enter upon the premises where the approved works are located, or the location where the records required by the conditions of this *Approval* are kept;
- (b) to have access to, inspect, and copy any records required to be kept by the conditions of this *Approval*;
- (c) to inspect the *Site*, related equipment and appurtenances;
- (d) to inspect the practices, procedures, or operations required by the conditions of this *Approval*; and
- (e) to sample and monitor for the purposes of assessing compliance with the terms and conditions of this *Approval* or the *EPA*, the *OWRA*, the *PA*, the *SDWA* or the *NMA*.

Information and Record Retention

(17) Any information requested, by the *Ministry*, concerning the *Site* and its operation under this *Approval*, including but not limited to any records required to be kept by this *Approval* shall be provided to the *Ministry*, upon request, in a timely manner. Records shall be retained for *contaminating life span* of the *Site* except for as otherwise authorized in writing by the *Director*.

(18) The receipt of any information by the *Ministry* or the failure of the *Ministry* to prosecute any person or to require any person to take any action, under this *Approval* or under any statute, regulation or other legal requirement, in relation to the information, shall not be construed as:

- (a) an approval, waiver, or justification by the *Ministry* of any act or omission of any person that contravenes any term or condition of this *Approval* or any statute, regulation or other legal requirement; or
- (b) acceptance by the *Ministry* of the information's completeness or accuracy.

(19) The *Owner* shall ensure that a copy of this *Approval*, in its entirety and including all its Notices of Amendment, and documentation listed in Schedule "A", are retained at the *Site* at all times.

2. SITE OPERATION, MONITORING AND MAINTENANCE

(1) The *Site* shall be operated and maintained at all time in accordance with the *EPA*, *Regulation 347*, and the conditions of this *Approval*. At no time shall the discharge of a contaminant that causes or is likely to cause an adverse effect be permitted.

(2) Only non-hazardous solid waste may be landfilled at the site. No liquid industrial waste or hazardous waste shall be disposed of at the landfill.

(3) The *Site* shall only serve the Township of Billings and allow for contaminated soils that are generated within the District of Manitoulin.

(4) By August 31, 2015, the *Owner* shall conduct the test of the waste materials in the old waste pile and submit a summary report to the *District Manager*.

(5) If the testing shows there are materials other than concrete and/or asphalt within this old waste pile, then the *Owner* shall move the old waste pile from the southeast back onto the existing waste footprint at the site or submit an application to the *Director* for an expansion for the *Site*.

3. EMPLOYEE TRAINING

(1) A training plan for all employees that operate any aspect of the *Site* shall be developed and implemented by

the *Operator*. Only *Trained Personnel* shall operate any aspect of the *Site* or carry out any activity required under this *Approval*.

4. COMPLAINTS RESPONSE PROCEDURE

(1) If at any time the *Owner* receives complaints regarding the operation of the *Site*, the *Owner* shall respond to these complaints according to the following procedure:

- (a) The *Owner* shall record and number each complaint, either electronically or in a log book, and shall include the following information: the nature of the complaint, the name, address and the telephone number of the complainant if the complainant will provide this information and the time and date of the complaint;
- (b) The *Owner*, upon notification of the complaint, shall initiate appropriate steps to determine all possible causes of the complaint, proceed to take the necessary actions to eliminate the cause of the complaint and forward a formal reply to the complainant; and
- (c) The *Owner* shall complete and retain on-site a report written within one (1) week of the complaint date, listing the actions taken to resolve the complaint and any recommendations for remedial measures, and managerial or operational changes to reasonably avoid the recurrence of similar incidents.

5. EMERGENCY RESPONSE

(1) Any spills, fires or other emergency situations shall be forthwith reported directly to the *Ministry's* Spills Action Centre (1-800-268-6060) and shall be cleaned up immediately.

(2) In addition, the *Owner* shall submit, to the *District Manager* a written report within three (3) business days of the emergency situation, outlining the nature of the incident, remedial measures taken, handling of waste generated as a result of the emergency situation and the measures taken to prevent future occurrences at the *Site*.

(3) All wastes resulting from an emergency situation shall be managed and disposed of in accordance with *O.Reg. 347*.

(4) All equipment and materials required to handle the emergency situations shall be:

- (a) kept on hand at all times that waste landfilling and/or handling is undertaken at the *Site*; and
- (b) adequately maintained and kept in good repair.

(5) The *Owner* shall ensure that the emergency response personnel are familiar with the use of such equipment and its location(s).

6. RECORD KEEPING AND REPORTING

Log Book

(1) An ongoing log shall be maintained in written and/or electronic format and shall include the following information:

- (a) a record of inspections; and
- (b) activities with respect to installation of new or replacement wells and other maintenance activities.

(2) Any information requested, by the *Director* or a *Provincial Officer*, concerning the *Site* and its operation under this *Approval*, including but not limited to any records required to be kept by this *Approval* shall be provided to the *Ministry*, upon request.

Inspections and Log Book

(3) An inspection of the entire *Site* and all equipment on the *Site* shall be conducted monthly at a minimum is in operation to ensure that: the *Site* is secure; that the operation of the *Site* is not causing any nuisances; that the operation of the *Site* is not causing any adverse effects on the environment and that the *Site* is being operated in compliance with this *Approval*. Any deficiencies discovered as a result of the inspection shall be remedied immediately.

(4) A record of the inspections shall be kept in a log book that includes:

- (a) the name and signature of person that conducted the inspection;
- (b) the date and time of the inspection;
- (c) the list of any deficiencies discovered;
- (d) the recommendations for remedial action; and
- (e) the date, time and description of actions taken.

Report

(5) Commencing on March 31, 2015 and at intervals of three (3) years thereafter, the owner shall submit a written report on the development, operation and monitoring of the *Site* to the *District Manager*.

(6) The Report at a minimum shall include the following items:

- (a) The results and an interpretive analysis of the results of all groundwater sampling, in accordance with the Technical Guidance Document listed in Schedule "A" and including:
 - i. A site description and background;
 - ii. A discussion of the geology and hydrogeology of the site;
 - iii. A description of sampling protocol and any difficulties encountered;
 - iv. A discussion and interpretation of the results of the groundwater sampling with comparison to the Reasonable Use Guidelines and background groundwater chemistry for the site;
 - v. A discussion regarding the quality assurance/quality control program and whether relative percent differences and major ion balance percentages are within acceptable limits;
 - vi. Conclusions and recommendations for future monitoring and/or remedial actions;
 - vii. A scale site plan or plans of the entire site illustrating significant site features such as surface water features, seeps, ponds, ditches, and roadways, as well as all of the sampling locations;
 - viii. A scale location map illustrating the site relative to nearby potentially sensitive groundwater/surface water features (i.e., lakes, streams, wells);
 - ix. A groundwater contour map showing the groundwater elevations for each well and the groundwater flow direction;
 - x. Tables summarizing all historical and current analytical results for all parameters for groundwater;
 - xi. Trend graphs for site-specific leachate indicator parameters;
 - xii. Tables summarizing all historical and current water level data;
 - xiii. A copy of the borehole logs for all groundwater monitoring wells; and,
 - xiv. A copy of the original laboratory analytical results (may be provided electronically on CD).
- (b) A summary of any complaints received and the responses made;
- (c) A discussion of any operational problems encountered at the *Site* and corrective action taken;
- (d) any other information with respect to the *Site* which the *Regional Director* may require from time to time.

7. LANDFILL MONITORING

Landfill Gas

(1) The *Owner* shall ensure that any buildings or structures at the *Site* contain adequate ventilation systems to relieve any possible landfill gas accumulation to prevent methane concentration reaching the levels within its explosive range. Routine monitoring for explosive methane gas levels shall be conducted in all buildings or structures at the *Site*, especially enclosed structures which at times are occupied by people.

Compliance

(2) The *Site* shall be operated in such a way as to ensure compliance with the following:

(a) Reasonable Use Guideline B-7 for the protection of the groundwater at the *Site*; and

(b) Provincial Water Quality Objectives included in the July 1994 publication entitled *Water Management Policies, Guidelines, Provincial Water Quality Objectives*, as amended from time to time or limits set by the *Regional Director*, for the protection of the surface water at and off the *Site*.

Surface Water and Groundwater

(3) The *Owner* shall monitor surface water and ground water in accordance with the monitoring programs outlined in documents listed in the attached Schedule "A".

(4) A certified Professional Geoscientist or Engineer possessing appropriate hydrogeologic training and experience shall execute or directly supervise the execution of the groundwater monitoring and reporting program.

Groundwater Wells and Monitors

(5) The *Owner* shall ensure that all groundwater monitoring wells which form part of the monitoring program are properly capped, locked and protected from damage.

(6) Any groundwater monitoring well included in the on-going monitoring program that are damaged shall be assessed, repaired, replaced or decommissioned by the *Owner*, as required.

(a) The *Owner* shall repair or replace any monitoring well which is destroyed or in any way made to be inoperable for sampling such that no more than one regular sampling event is missed.

(b) All monitoring wells which are no longer required as part of the groundwater monitoring program, and have been approved by the *Director* for abandonment, shall be decommissioned by the *Owner*, as required, in accordance with *O.Reg. 903*, that will prevent contamination through the abandoned well. A report on the decommissioning of the well shall be included in the Monitoring Report for the period during which the well was decommissioned.

Changes to the Monitoring Plan

(7) The *Owner* may request to make changes to the monitoring program(s) to the *District Manager* in accordance with the recommendations of the annual report. The *Owner* shall make clear reference to the proposed changes in a separate letter that shall accompany the annual report.

(8) In the event any other changes to the environmental monitoring program are proposed outside of the recommendation of the annual report, the *Owner* shall follow current ministry procedures for seeking approval for amending the *Approval*.

8. CLOSURE PLAN

(1) At least 2 years prior to the anticipated date of closure of this Site or any aspect of the operations at the site, the Owner shall submit to the Director for approval, with copies to the District Manager, a detailed site closure plan pertaining to the termination of landfilling operations and/or any aspect of the operations at this Site, post-closure inspection, maintenance and monitoring, and end use. The plan shall include but not limited to the following:

- (a) a plan showing Site appearance after closure;
 - (b) a description of the proposed end use of the Site;
 - (c) a description of the procedures for closure of the Site;
 - (d) advance notification of the public of the landfill closure;
 - (e) posting of a sign at the Site entrance indicating the landfill is closed and identifying any alternative waste disposal arrangements;
 - (f) completion, inspection and maintenance of the final cover and landscaping;
 - (g) site security;
 - (h) removal of unnecessary landfill-related structures, buildings and facilities; and
 - (i) final construction of any control, treatment, disposal and monitoring facilities for leachate, groundwater, surface water and landfill gas;
 - (j) a schedule indicating the time-period for implementing sub-conditions (a) to (e) above.
 - (k) description of the procedures for post-closure care of the Site, including operation, inspection and maintenance of the control, treatment, disposal and monitoring facilities for leachate, groundwater, surface water and landfill gas;
 - (l) record keeping and reporting; and
 - (m) complaint contact and response procedures;
 - (n) an assessment of the adequacy of and need to implement contingency plans for leachate and methane gas; and
 - (o) an updated estimate of the contaminating life span of the Site, based on the results of the monitoring programs to date.
- (2) Within ten (10) days after closure of the Site, the Owner shall notify the Director, in writing, that the Site is closed and that the Site Closure Plan has been implemented.

SCHEDULE "A"

1. Report entitled "Design & Operations Plan, Township of Billings Kagawong Landfill" including figures, prepared by Pinchin Environmental Limited, dated July 2013.
2. Memorandum dated February 25, 2014, from K.D. Hawley, Regional Hydrogeologist, Northern Region, to Steve Moggy, Senior Environmental Officer, Sudbury District Office.
3. Report entitled "2013 Water Quality Monitoring Assessment", Township of Billings Kagawong Landfill, prepared by Pinchin Environmental Limited, dated April 2014.
4. Technical Guidance Document dated November 2010, Monitoring and Reporting for Waste Disposal Sites, Groundwater and Surface Water, Ministry of the Environment.

The reasons for the imposition of these terms and conditions are as follows:

1. The reason for Conditions 1(1), (2), (4), (5), (6), (7), (8), (9), (10), (17), (18) and (19) is to clarify the legal rights and responsibilities of the *Owner* and *Operator* under this *Approval*.
2. The reasons for Condition 1(3) are to ensure that the *Site* is designed, operated, monitored and maintained in accordance with the application and supporting documentation submitted by the *Owner*, and not in a manner which the *Director* has not been asked to consider.

3. The reasons for Condition 1(11) are to ensure that the *Site* is operated under the corporate name which appears on the application form submitted for this *approval* and to ensure that the *Director* is informed of any changes.
4. The reasons for Condition 1(12) are to restrict potential transfer or encumbrance of the *Site* without the approval of the *Director* and to ensure that any transfer of encumbrance can be made only on the basis that it will not endanger compliance with this *Approval*.
5. The reason for Condition 1(13) is to ensure that the successor is aware of its legal responsibilities.
6. Conditions 1 (14) and (15) are included, pursuant to subsection 197(1) of the *EPA*, to provide that any persons having an interest in the *Site* are aware that the land has been approved and used for the purposes of waste disposal.
7. The reason for Condition 1(16) is to ensure that appropriate Ministry staff has ready access to the Site for inspection of facilities, equipment, practices and operations required by the conditions in this *Approval*. This Condition is supplementary to the powers of entry afforded a Provincial Officer pursuant to the *Act*, the *OWRA*, the *PA*, the *NMA* and the *SDWA*.
8. The reasons for Conditions 2(1) and 6(3) are to ensure that the *Site* is operated, inspected and maintained in an environmentally acceptable manner and does not result in a hazard or nuisance to the natural environment or any person.
9. The reason for Conditions 2 (2) and 2 (3) are to ensure the site only accept the non-hazardous waste and only serve a certain area.
10. The reason for Condition 3(1) is to ensure that the *Site* is supervised and operated by properly trained staff in a manner which does not result in a hazard or nuisance to the natural environment or any person.
11. The reason for Condition 4(1) is to ensure that any complaints regarding landfill operations at this *Site* are responded to in a timely and efficient manner.
12. Conditions 5(1) and 5(2) are included to ensure that emergency situations are reported to the Ministry to ensure public health and safety and environmental protection.
13. Conditions 5(3), 5(4) and 5(5) are included to ensure that emergency situations are handled in a manner to minimize the likelihood of an adverse effect and to ensure public health and safety and environmental protection.
14. The reason for Conditions 6(1) and 6(2) is to ensure that accurate records are maintained to ensure compliance with the conditions in this *Approval* (such as record keeping, annual reporting, and financial assurance requirements), the *EPA* and its regulations.
15. The reason for Condition 6(4) is to ensure that detailed records of *Site* inspections are recorded and maintained for inspection and information purposes.
16. The reasons for Conditions 6(5) and 6(6) are to ensure that regular review of site development, operations and monitoring data is documented and any possible improvements to site design, operations or monitoring programs are identified. An annual report is an important tool used in reviewing site activities and for determining the effectiveness of site design.
17. Reasons for Condition 7(1) are to ensure that off-site migration of landfill gas is monitored and all buildings at the *Site* are free of any landfill gas accumulation, which due to a methane gas component may be explosive and thus create a danger to any persons at the *Site*.
18. Conditions 7(3) and 7(4) are included to ensure the integrity of the groundwater monitoring network so that accurate monitoring results are achieved and the natural environment is protected.
19. Conditions 7(5) to 7(6) inclusive are added to ensure the *Owner* has a plan with an organized set of procedures for identifying and responding to potential issues relating to groundwater and surface water contamination at the *Site's* compliance point.

20. Conditions 7(7) and 7(8) are included to streamline the approval of the changes to the monitoring plan.

21. Condition 8 is to ensure that final closure of the *Site* is completed in an aesthetically pleasing manner, in accordance with Ministry standards, and to ensure the long-term protection of the health and safety of the public and the environment.

Upon issuance of the environmental compliance approval, I hereby revoke Approval No(s). A550501 issued on March 20, 1980, as amended.

In accordance with Section 139 of the Environmental Protection Act, you may by written Notice served upon me and the Environmental Review Tribunal within 15 days after receipt of this Notice, require a hearing by the Tribunal. Section 142 of the Environmental Protection Act provides that the Notice requiring the hearing shall state:

1. The portions of the environmental compliance approval or each term or condition in the environmental compliance approval in respect of which the hearing is required, and;
2. The grounds on which you intend to rely at the hearing in relation to each portion appealed.

Pursuant to subsection 139(3) of the Environmental Protection Act, a hearing may not be required with respect to any terms and conditions in this environmental compliance approval, if the terms and conditions are substantially the same as those contained in an approval that is amended or revoked by this environmental compliance approval.

The Notice should also include:

3. The name of the appellant;
4. The address of the appellant;
5. The environmental compliance approval number;
6. The date of the environmental compliance approval;
7. The name of the Director, and;
8. The municipality or municipalities within which the project is to be engaged in.

And the Notice should be signed and dated by the appellant.

This Notice must be served upon:

The Secretary*
Environmental Review Tribunal
655 Bay Street, Suite 1500
Toronto, Ontario
M5G 1E5

AND

The Director appointed for the purposes of Part II.1 of
the Environmental Protection Act
Ministry of the Environment
2 St. Clair Avenue West, Floor 12A
Toronto, Ontario
M4V 1L5

*** Further information on the Environmental Review Tribunal's requirements for an appeal can be obtained directly from the Tribunal at:
Tel: (416) 212-6349, Fax: (416) 314-3717 or www.ert.gov.on.ca**

The above noted activity is approved under s.20.3 of Part II.1 of the Environmental Protection Act.

DATED AT TORONTO this 21st day of April, 2015

Dale Gable, P.Eng.
Director
appointed for the purposes of Part II.1 of the
Environmental Protection Act

AT/
c: District Manager, MOE Sudbury
Troy Gordon, Pinchin Environmental

<i>District</i>	<i>Pop</i>	<i>2020 Fee</i>		<i>2021 Fee</i>	<i>% Increase</i>	
Algoma	3651				15%	Renewing in May 2021
Algoma	588	\$	49,742.00	\$ 57,723.00	16%	
Algoma	846	\$	50,016.00	\$ 55,606.00	11%	
Algoma	11558	\$	543,456.00	\$ 780,196.00	43.56%	
Algoma	234					
Algoma	173					
Algoma	1273	\$	63,070.00	\$ 102,174.00	62%	
Algoma	1632	\$	111,706.00	\$ 130,777.00	17.07%	
Algoma	246					
Algoma	583					
Algoma	997	\$	65,226.28			budgeting 10.2% for in
Algoma	1413					
Algoma	3211	\$	154,008.00	\$ 166,413.00	8%	
Algoma	625	\$	37,143.28	\$ 41,757.68	12.40%	
Algoma	985					
Algoma	72779					
Algoma	740	\$	42,817.00	\$ 45,019.00	5.14%	
Algoma	1122					
Algoma						
Algoma	554					
Algoma	1293					Waiting for Quote
Algoma	889	\$	81,976.00	\$ 93,151.00	13.60%	
Cochrane	2796	\$	111,445.00	\$ 230,882.00	107%	
Cochrane	5457	\$	357,042.00	\$ 357,042.00	2.25%	1st year with new prov
Cochrane	666					
Cochrane	5174	\$	218,000.00	\$ 255,900.00	18%	
Cochrane	5175	\$	248,723.00	\$ 295,936.00	19%	
Cochrane	8699			548382.00	9.16%	(previous rate was for i
Cochrane	836	\$	66,716.00	\$ 77,593.00	16%	no cyber and increase i

Cochrane						
Cochrane	1430					
Cochrane	310					
Cochrane	1672	\$	76,176.00	\$	81,154.00	6.53%
Cochrane	43024					18.99%
Cochrane	1000					
Manitoulin	765					
Manitoulin						
Manitoulin	330					
Manitoulin	1742					
Manitoulin	423					
Manitoulin	799	\$	72,549.00	\$	82,046.00	13.09%
Manitoulin	2315					
Manitoulin	350	\$	36,201.00	\$	57,985.00	60%
Manitoulin	3					
Nipissing	2096					
Nipissing	596					
Nipissing	1236		\$68,575.00			According
Nipissing	4249					
Nipissing	2114	\$	94,000.00			renewal Ma
Nipissing	97					renewal in
Nipissing	51082					10%
Nipissing	904					Budgeted in
Nipissing	1194					Waiting for
Nipissing	799					
Nipissing	12874					
Parry Sound	1241	\$	46,228.32	\$	55,320.00	19.67%
Parry Sound	848	\$	100,321.00	\$	107,014.00	6%
Parry Sound	3157	\$	109,365.00	\$	129,653.00	18.55%
Parry Sound	1055	\$	75,000.00	\$	102,000.00	37%
Parry Sound	259					
Parry Sound	731					
Parry Sound	782	\$	32,179.00	\$	39,145.00	21.60%

Parry Sound	1197						
Parry Sound	2510						
Parry Sound	885						
Parry Sound	655	\$	79,583.04	\$	92,540.60	16.28%	
Parry Sound	1557						
Parry Sound	5357	\$	350,914.00	\$	467,464.00	33.20%	
Parry Sound	1929	\$	64,750.00	\$	75,852.00	18.00%	
Parry Sound	3278	\$	144,875.32				increase from 2019 wa
Parry Sound	591	\$	60,225.80	\$	70,219.20	16.60%	
Parry Sound	3340						
Parry Sound	955	\$	71,983.88	\$	88,780.88	23.33%	
Parry Sound	1289	\$	64,854.00	\$	94,551.00	45.70%	2019 increase was 44.4
Parry Sound							
Parry Sound	548	\$	64,987.00	\$	80,724.00	24.22%	
Parry Sound	728						
Sudbury	570					11.25%	
Sudbury	2600						
Sudbury	5079	\$	114,159.00	\$	171,096.00	49.88%	(increased deductible
Sudbury	2788	\$	127,631.00	\$	155,685.00	22%	
Sudbury	155339						
Sudbury	433						
Sudbury	2666						
Sudbury	408						
Sudbury	2943						
Sudbury	1280	\$	73,888.28	\$	97,511.05	31.97%	
Timiskaming	1265	\$	61,454.00	\$	69,004.00	12%	
Timiskaming	153						
Timiskaming	374						
Timiskaming	346						
Timiskaming	670						
Timiskaming	1103						
Timiskaming	531						Waiting for Quote
Timiskaming	1546						

Timiskaming	464	\$	33,397.80	\$	47,246.40	41%	
Timiskaming	131						
Timiskaming	526						
Timiskaming	491						
Timiskaming	227						
Timiskaming	457						
Timiskaming	474	\$	57,550.00	\$	70,038.00	21.70%	
Timiskaming	349						
Timiskaming	9278						
Timiskaming	753						
Timiskaming	293	\$	70,747.00	\$	80,226.00	13.50%	
Timiskaming	366	\$	40,298.36	\$	43,961.32	9.09%	2019 & 2020 numbers
Timiskaming	828	\$	68,075.00	\$	76,477.00	12%	working on renewal
Timiskaming	10125	\$	417,034.00	\$	480,430.00	15%	
Timiskaming	110						

0.228028901

g to my broker, I am being told to anticipate a 20-30% increase for 2020/2021 - renewal April

Position	Billings (2018)	Assiginack (2018)	Central (2018)	Gordon BI (2012)	Gore Bay (? For 2021)	NEMI (2018 for 2021)
CAO/Clerk	\$62,172 - \$82,675	\$67,436 - \$80,760	\$65,512 - \$95,291	\$57,928 - \$80,120	\$65,856 - \$82,320	
Treasurer	\$52,961 - \$67,352	\$62,977 - \$70,699	\$47,645 - \$71,468		\$57,624 - \$72,030	
Deputy Clerk/Finance Assistant	\$47,602 - \$55,504					
Economic Development Officer	\$47,193 - \$62,924		\$45,321 - \$52,294			
Administrative Assistant	\$34,744 - \$42,257		\$31,922 - \$41,690	\$14.85 - \$19.30	\$18.07 - \$22.59	\$27.22
Financial Assistant	\$20.58 - \$27.27				\$24.91 - \$31.14	
Public Works Superintendent	\$54,341 - \$66,240	\$59,823 - \$76,084	\$64,107 - \$81,402	\$40,268 - \$46,820	\$56,381 - \$70,476	
Public Works First Operator	\$47,677 - \$59,912		\$54,135 - \$67,835	\$31,868 - \$35,867	\$19.08 - \$23.85	\$27.14
Public Works Operator	\$39,301 - \$48,215	\$38,070 - \$46,770	\$41,980 - \$53,290	\$31,868 - \$35,867	\$17.34 - \$21.68	\$26.50
Landfill Attendant	\$17.01 - \$20.15		\$14.66 - \$16.95			
Casual Labour	\$16.42 - \$20.02			\$14.86 - \$18.58		
By-Law Enforcement	\$18.03 - \$22.41			\$17.00 - \$19.67		
Custodian	\$15.20 - \$17.69		\$14.66 - \$16.95	\$14.33 - \$16.12	\$16.46 - \$20.58	
Marina Manager	\$18.97 - \$22.41	\$38,070 - \$46,770			\$18.21 - \$22.76	

Questions for consideration:

How many staff are at the top of
their grid?

When is the next scheduled review? 2024



The Corporation of the Township of Billings
By-law 2018-40
Schedule "A"

Employee Salary Grid*

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

Student Salary Grid

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

*CPI-All Items November 2020 was 0.9%

*Increased by CPI over 2020 grid in
accordance with By-law 2018-40

Township of Billings
Application Form

Parks, Recreation and Wellness Committee

Date: FEB 03/21 Email: APREYDE@YAHOO.CA
Last name: PREYDE First name: ANDREW
Address: 506 NEWBURN RD, KAGAWONG, ONT L0P 1J0
Phone (daytime): 705 968 0375 Phone (evening): 705 282 0375 Phone (Cell): 705 968 0375

What skills, abilities, and/or specialized knowledge do you possess that would assist this group?

HELP BRINGING OUT FUTURE PROJECTS + WHAT NEEDS TO GET THING DONE

Why are you interested in serving the Township of Billings on this Committee?

TO HELP BETTER THE COMMUNITY FOR BOTH FAMILIES + VISITORS

What contribution do you believe you can make to this Committee?

KNOWLEDGE OF HOW TO GET THING DONE + CONTACTS

What past contributions have you made to a similar group or organization?

AIR CADETS, FIRE DEPARTMENTS

What experience do you have in exchanging your views with others and in appreciating and respecting the skills, abilities and knowledge of others?

OWN MY OWN BUSINESS HAVE TO LISTEN
TO CUSTOMERS + CONTRACTORS TO KNOW WHAT
THEY WANT + NEED

When a vacancy arises on the Committee, your application will be reviewed. Should you be contacted for an interview, you will have the opportunity to elaborate on your application. If you require additional information about the Committee appointment process or if you have any questions about any of the committees to which appointments are to be made, please contact the relevant township department.

NOTE: the personal information on the form is collected pursuant to the Freedom of Information and Protection of Privacy Act and the Municipal Act and will only be used for the purpose of processing your application.

January 20, 2021

Corporation of the Township of Billings
Box 34
Kagawong, ON P0P 1J0

Dear Corporation of the Township of Billings:

On behalf of the Board, volunteers, and staff of Manitoulin Family Resources, I would like to thank you for supporting programs of Manitoulin Family Resources. Your generosity is very much appreciated.

Directed donations to the Shelter and Outreach programs, Children's Services, Food Bank, and Christmas Hamper campaigns will benefit the needs of the variety of clients we serve. Undirected donations have been put to use where most needed.

Once again, thank you for your generous support of Manitoulin Family Resources. Your receipt is enclosed.

Sincerely,



Marnie Hall, Executive Director

Encl.



PROVINCIAL OFFENCES ACT

PO Box 500
15 Water Street
Gore Bay, ON POP 1H0

February 1, 2021

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

Re: Covid-19 Relief Funding for POA

The Gore Bay Provincial Offences Board of Management is made up of 9 Northern rural municipalities that experience financial constraints on their regular annual budget. At a recent meeting of the Gore Bay Provincial Offences Board of Management held January 22, 2021 it was noted that there was a substantial deficit for the 2020 year. This deficit was directly attributed to the Covid-19 pandemic. The inability to collect or enforce fines combined with the inability to hold court directly impacted our revenue. The POA deficit will be a further financial burden to our municipalities. For these reasons, the Gore Bay Provincial Offences Board of Management requests the Provincial Government to provide financial assistance to offset the POA deficit directly related to loss of revenue and increased operational costs associated with the Covid-19 Pandemic.

The following motion was adopted:

WHEREAS the POA Board of Management is concerned with the current financial status of the Provincial Offences Act – Gore Bay Court Services;

AND WHEREAS Gore Bay is operating at a deficit in excess of \$22,000.00 which is unprecedented;

AND WHEREAS the deficit is directly attributable to the restrictions imposed by the Province as it relates to the Province's response to the COVID 19 situation;

AND WHEREAS the Province has had almost one year to find a solution to ensure the safe and continued operations of the Provincial Offences Court system in Ontario;

AND WHEREAS the Province transferred the POA operations to municipalities in 2000 with the expectation that it would operate on a profit and not negatively impact the financial status of the participating municipalities;

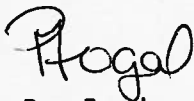
AND WHEREAS the Provincial Government has provided COVID19 grants to municipalities but not directed any of those monies to POA Boards;

THEREFORE BE IT RESOLVED THAT the Gore Bay POA Board of Management lobby the Provincial Government to provide COVID 19 Support funds to ALL POA Court Operations in the Province of Ontario;

FURTHER all POA Court Offices in the Province of Ontario be asked to support this motion by sending letters to the Premier of Ontario, Ministry of Attorney General, and local MPP's asking for action to provide financial assistance to all municipal POA Offices impacted by COVID 19.

Your consideration and support for this request is greatly appreciated.

Sincerely,



Pam Fogal
Manager

Gore Bay Provincial Offences
PO Box 500
15 Water Street
Gore Bay, ON P0P 1H0
705-282-2420 x 4
E: poamanager@gorebay.ca

cc: Ministry of Attorney General attorneygeneral@ontario.ca
Mike Mantha, MPP Algoma-Manitoulin mmantha-co@ndp.on.ca
All Ontario Provincial Offences Offices
All Municipal Members of Provincial Offences- Gore Bay Court Services

February 1, 2021

Sent by E-mail
sylvia.jones@pc.ola.org

Honourable Sylvia Jones
Solicitor General
18th Floor - 25 Grosvenor St.
Toronto, ON M7A 1Y6

Re: Community Safety & Well-Being Plan - Extension Request

Dear Solicitor General Jones,

The Township of Asphodel-Norwood is participating in a regional Community Safety & Well-Being Plan (CSWB) plan with the City of Peterborough and the eight (8) lower-tier municipalities located within the County of Peterborough. The decision to develop a joint plan was derived after consulting with our municipal neighbours. Our vision for a long-term tool that addresses the unique needs of our area while supporting safe, healthy, and sustainable communities by moving away from reactionary, incident-driven responses and re-focusing on proactive, collaborative initiatives to take the strain off the emergency response system is shared by all of our municipal partners; as the success of our community is dependent upon each and every individual's well-being.

Preparations are underway, but the response efforts needed to manage the COVID-19 outbreak have taken priority and an unprecedented amount of time, energy, and resources. A meaningful CSWB Plan requires extensive public consultation and engagement in order to prepare a document that is both comprehensive and in alignment with the legislative intent. Given the current political climate and the ongoing effects of the pandemic, a deadline extension for the completion and adoption of a CSWB Plan would be the most appropriate course of action. The Township appreciates the extension previously granted from January 1, 2021 to July 1, 2021, but humbly asks the Solicitor General consult with municipalities before prescribing a new deadline.

With that in mind, I put forward the following resolution for your consideration:

WHEREAS the Police Services Act, 1990, was amended on January 1, 2019 to mandate every municipality in Ontario to prepare and adopt a Community Safety and Well-Being (CSWB) Plan; and

WHEREAS the Ministry of Municipal Affairs and Housing introduced the Municipal Emergency Act, 2020 to assist municipal governments and local boards during the COVID-19 emergency; and

WHEREAS the protective measures municipalities have put in place to protect their communities, Councillors, and staff members include eliminating face-to-face meetings, closing municipal offices, and directing staff to work from home; and

WHEREAS Bill 189, Coronavirus (COVID-19) Support and Protection Act, 2020 was passed to amend various acts to support municipal, policing, and community partners during the pandemic;

NOW THEREFORE, BE IT RESOLVED that while these measures are imperative and necessary, they impose undue hardship on municipalities to meet provincial deadlines such as the completion and adoption of a Community Safety & Well-Being (CSWB) Plan prior to July 1, 2021. The Council of the Township of Asphodel-Norwood calls upon the Solicitor General to review the imposed deadline for municipalities to complete and adopt a Community Safety & Well-Being (CSWB) Plan in consultation with local governments to address the unique challenges facing individual regions.

Thank you in advance for your time and consideration of our request. Please do not hesitate to reach out should you require any further information.

Sincerely,



Candice White, CAO/Clerk/Treasurer
Township of Asphodel-Norwood

Cc: Ministry of Community Safety and Correctional Services
All Ontario Municipalities in Ontario

February 9, 2021

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

Sent via email: premier@ontario.ca

**Re: Universal Paid Sick Days in Ontario
Our File 35.31.99**

Dear Premier Ford:

At its meeting held on February 1, 2021, St. Catharines City Council approved the following motion:

“WHEREAS workers in Ontario without paid sick leave often feel forced to work when unwell so they can feed and support their families and are at risk of losing a paycheque or even their jobs if they stay home; and

WHEREAS the Canada Recovery Sickness Benefit is temporary, not accessible to all and not usable for the crucial first few days of an illness; and

WHEREAS had legislated paid sick leave been in place before the global pandemic, lives would have been saved because infection rates would have been reduced; and

WHEREAS the lack of paid sick days has especially hurt Black, Indigenous, workers of colour, women and migrant workers who are over-represented in low-paying frontline jobs with few benefits and a reduced ability to work from home; and

WHEREAS the Ontario Medical Association, 11 GTHA Mayors and Chairs representing Ontario's largest municipalities, the editorial board of the Toronto Star, the Toronto Board of Health, the Decent Work and Health Network, the Ontario Nurses Association, and several other professional associations representing thousands of healthcare workers have all called on the provincial government to legislate paid sick days;

THEREFORE BE IT RESOLVED that the City of St. Catharines endorses legislated sick leave and calls on the government of Ontario to permanently legislate universal paid sick days for all workers in Ontario during the pandemic and beyond, regardless of workplace size, type of work or immigration status; and

BE IT FURTHER RESOLVED that this motion be forwarded to the Premier of Ontario, Minister of Labour, all Regional MPPs, Niagara Region, and all Ontario Municipalities.”

If you have any questions, please contact the Office of the City Clerk at extension 1506.



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

Cc Minister of Labour, Hon. Monte McNaughton, Minister.MLTSD@ontario.ca
Jennifer Stevens, MPP - St. Catharines, JStevens-CO@ndp.on.ca
Jeff Burch, MPP - Niagara Centre, JBurch-QP@ndp.on.ca
Wayne Gates, MPP - Niagara Falls, wgates-co@ndp.on.ca
Sam Oosterhoff, MPP - Niagara West-Glanbrook, sam.oosterhoff@pc.ola.org
Niagara Region
Ontario Municipalities

Dear Municipal Leaders:

We are writing to you regarding the Provinces' announcement on January 13th, 2021, of the impending closure of the Gravenhurst campus of the Ontario Fire College.

It is our understanding that two of the three associations who were quoted in the Governments press release as being in support of the closure were not consulted before the announcement other than to be asked if they were in support of the "modernization and regionalization" of training for the fire service in Ontario. The Government did NOT inform these associations that this meant closing down the Gravenhurst campus of the Fire College!

The Provincial Government has publicly stated that this modernization and regionalization will be more cost-effective and accessible to municipalities. This is simply not true. The Government has not shared a plan to show how their proposed modernization and regionalization of the fire service training will be more cost-effective and accessible to all municipalities in Ontario.

The Province's regionalization model currently has Memorandums of Understanding (MOU's) with a mixed bag of twenty "Regional Training Centers" (RTC's) located in various areas around the Province. The municipalities' cost to send one firefighter to an RTC range between \$300 - \$1200 for the course alone. This cost does not include accommodations or meals.

The Gravenhurst campus of the Ontario Fire College has modern facilities with modern equipment where subject matter experts provide training in all fire service disciplines. Students intermingle with each other on campus, and most have made lifelong friends while staying at the College. This social interaction will not exist at any RTC. The cost is \$65.00 for a municipality to send one firefighter to the College. That cost includes accommodations and three meals a day. This cost has not changed in well over a decade.

The fact of the matter is that each municipality's cost to train their fire service personnel to a recognized standard, which could soon become mandatory if the Government revives O. Reg 379/18, could dramatically increase by closing the Gravenhurst campus.

The Fire Protection and Prevention Act 1997, as amended, requires the Fire Marshal to "develop training programs and evaluation systems for persons involved in the provision of fire protection services." It also stipulates the fire marshal must "provide programs to improve practices relating to fire protection services" and "maintain and operate a central fire college."

As municipal leaders, would you prefer an affordable, cost effective training model that keeps students in one location with up to date, technically accurate training facilities led by subject matter expert? Or a more expensive training model in facilities that cannot match what the Gravenhurst campus can offer?

If you prefer the former, please stand with us against this ill advised closure. Let's keep your firefighters and your community safe by keeping the ONLY provincial fire training facility in Ontario open!



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

February 2, 2021

The Honourable Doug Ford, Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON
M7A 1Y7

Dear Premier Doug Ford,

Please be advised that Council of The Corporation of the Township of Terrace Bay at the Regular Council Meeting on February 1, 2021 resolved as follows:

That the resolution received from the Rainy River District Municipal Association
Re: Tax Rate for Railway Rights-of-Way – Per Tonne-Mile Contract, be supported.

Resolution: 27-2021

Moved By: Councillor Moore
Seconded By: Councillor Malashewski

WHEREAS in 2018 the Province of Ontario adjusted the tax rate for acreage for railway rights of way throughout Ontario which specifically impacted Rainy River, Kenora and Thunder Bay Districts in a positive fashion; and

WHEREAS in other provinces and Jurisdictions the railway companies remit a more equitable share of taxes to their local tax base by using a per tonne-mile concept; and

WHEREAS rail traffic continues to increase and the train length has more than doubled which results in rail traffic congestion, increased wait times, noise pollution, unknown environmental concerns, and causing small municipalities to keep open and maintain road allowances which only benefit the railroads, as well as crossing maintenance payments and inflationary costs; and

WHEREAS the Province of Ontario should review fees based on inflation and current conditions on an annual basis to ensure that Ontario does not continue to fall further behind in their approach to railway property taxation; and

WHEREAS fair and equitable taxation revenue on railway property based on the per tonne-mile will reduce the financial pressure especially during the COVID-19 pandemic and its recovery on the Province and provide financial support to municipalities taxation going forward;

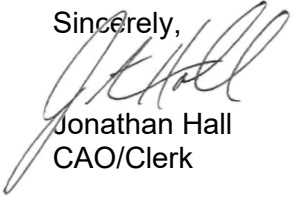
THEREFORE BE IT RESOLVED THAT the Township of Terrace Bay supports the Rainy River District Municipal Association in its call to the Minister of Finance of the Province of Ontario to undertake ongoing consideration of municipal taxation for railroad rights of way properties based on a per tonne-mile concept; and

CARRIED

FURTHER BE IT RESOLVED THAT the Township of Terrace Bay send this resolution of support to every Municipal Council within the Province of Ontario seeking their support, the Premier of Ontario, the Minister of Finance of Ontario, Local MPP's, Local MP's, NOMA, ROMA, and AMO."

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Hall', is written over the printed name 'Jonathan Hall'.

Jonathan Hall
CAO/Clerk

CC: Minister of Finance of Ontario

Local MPP
Local MP
NOMA
ROMA
AMO

MPAC Quarterly Update

2020 - Q4

Laura Voltti

February 2021



Service Level Agreement

JANUARY 28 - REPORTS AVAILABLE FOR DOWNLOAD

- **New Assessment Report – Year-End (*SLA_NAR*)**

Consolidates each quarterly new assessment forecast against what was processed in 2020, to provide an overall snapshot of new assessment activity in your municipality.

- **Processing of Supplementary and Omitted Assessments (*SLA_SO*)**

Measures whether we met our commitment to process at least 85% of total supplementary and omitted assessed changes within one year of occupancy.

- **Updated 2020 New Assessment Forecast Report (*SLANAF*)**

Update to the *preliminary new assessment forecast* report that was shared with you in October of 2020. As new information is now available, we've updated the forecast and re-run the analysis in order to provide you with the most up-to-date information.

OTHER SLA MEASURES –

MPAC met all other Service Levels for the period.

2020 New Assessment & Supps/Omits (SLA)

	Total	Forecast	% of Forecast	1 Year of Occ	% 1 Year of Occ	Exempt	PILT
5121 - BILLINGS TOWNSHIP	\$ 3,245,900	\$ 3,486,541	93%	\$ 3,121,400	96%	\$ -	\$ -
Business - V&CR	\$ 124,500	\$ 127,000	98%	\$ -	0%	\$ -	\$ -
Centralized	\$ -	\$ -	0%	\$ -	0%	\$ -	\$ -
Condo	\$ -	\$ -	0%	\$ -	0%	\$ -	\$ -
MPLAN	\$ -	\$ -	0%	\$ -	0%	\$ -	\$ -
Res/Farm - V&CR	\$ 3,121,400	\$ 3,359,541	93%	\$ 3,121,400	100%	\$ -	\$ -

Building Permit Plans via Municipal Connect

Please submit all major permits (new structures, additions, permit value over \$10,000) to MPAC on a go-forward basis

Steps:

In *My Work**,

- Municipal Enquiry
- Roll Number
- Enquiry Category = **Building Permits**
- Enquiry Topic = **Building Plans**
- Attachment
- Save

The screenshot shows a web form titled 'Municipal Connect' for submitting a Building Permit. The form is divided into several sections. At the top, there are five input fields: 'Work Object Type' (with a dropdown menu showing 'Municipal Enquiry' and 'Tax Application'), 'Cnty Mun' (with the value '5307'), 'Map', 'Division', and 'Parcel'. Below these fields is a light blue bar with the text 's work object.' The next section is 'Enquiry #1', which contains two dropdown menus: 'Enquiry Category' (set to 'Building Permits') and 'Enquiry Topic' (set to 'Building Plans'). Below these are fields for 'Building Permit Number' and 'Occupancy Date' (with a placeholder 'YYYY-MM-DD'). There is a large text area for 'Enquiry Question'. Below this is an 'Attachments' section with a document icon and a note to 'Drag (a) document(s) here or Click here to upload from Computer'. At the bottom right of the form are three buttons: 'Cancel', 'Reset', and 'Submit'.

*My Work is formerly known as Worksight

Municipal Connect 3.0

January 14th webinar introduced the new Municipal Connect.

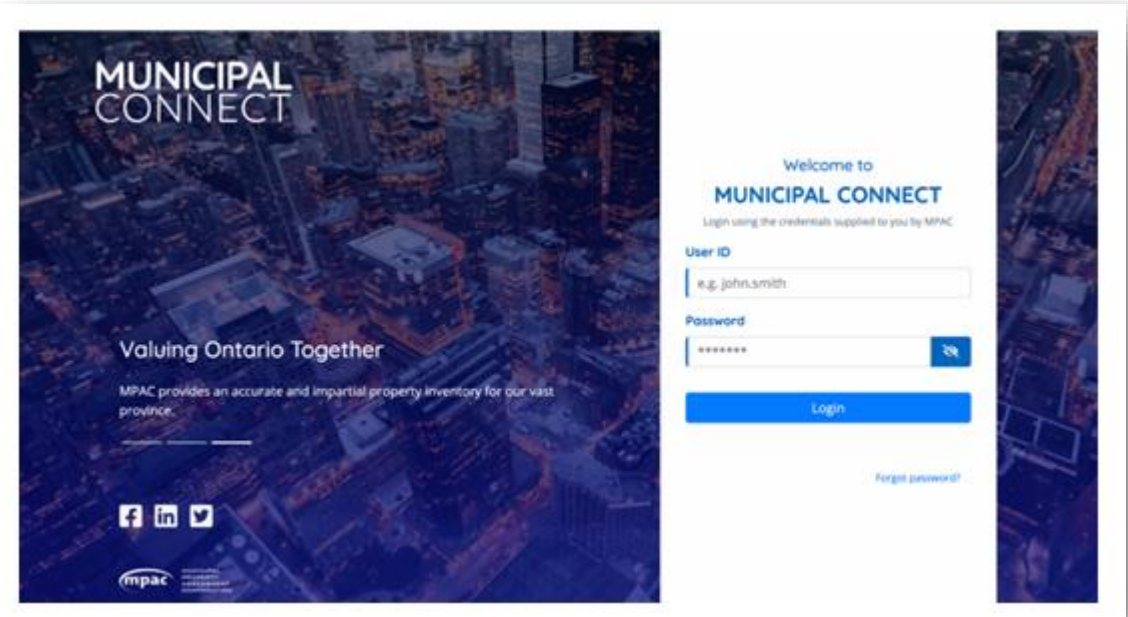
ACCESS ON MARCH 8th

March 5 - you will receive a reminder email to prepare for your onboarding onto the new Municipal Connect.

March 8 – Account Set-up:

- You will receive a welcome email that will include log-in instructions and a link to set-up your account. The link will expire after 48 hours.
- Once you click the link you will be taken to a Municipal Connect welcome screen where you will need to set a password for your account. Once you set the password, you will be logged in.
- If your Welcome email link has expired, you can reset via the Municipal Connect welcome screen and restart the process.

****The old Municipal Connect will be available to municipal users until April 16th****



TRAINING SESSIONS

Registration is required
(email Jan 27)

Administrators 1:00 – 2:00 p.m.

Tuesday, February 16, 2021
Monday, February 22, 2021
Monday, March 1, 2021
Monday, March 8, 2021
Monday, March 15, 2021
Monday, March 22, 2021
Monday, March 29, 2021
Monday, April 5, 2021
Monday, April 12, 2021

Users 1:00 – 2:00 p.m.

Wednesday, February 17, 2021
Tuesday, February 23, 2021
Tuesday, March 2, 2021
Tuesday, March 9, 2021
Tuesday, March 16, 2021
Tuesday, March 23, 2021
Tuesday, March 30, 2021
Tuesday, April 6, 2021
Tuesday, April 13, 2021

SCIFs available in Municipal Connect

- Ability to monitor the status of Parcelization related to Severances and Consolidations.
- Completed Severance and Consolidation Information Forms (SCIFs) are permanently saved here, similar to tax applications.
- Type = PCL type, additional search fields appear:

Basic search fields,
Type = PCL

Additional PCL
search fields

The screenshot displays a search interface titled "Search" with a magnifying glass icon. It is organized into two main sections: "Basic search fields" and "Additional PCL search fields".

Basic search fields:

- Work Object ID:** A text input field with the placeholder "Enter a work object ID".
- Roll Number:** A text input field with the placeholder "Enter a Roll Number".
- Submitted By:** A text input field with the placeholder "Enter Connect UserID".
- Status:** A dropdown menu.
- Type:** A dropdown menu with "PCL" selected. This field is highlighted with a blue box and a blue bracket.
- Created Year:** A dropdown menu.

Additional PCL search fields:

- LRO:** A dropdown menu with "53 - Sudbury" selected.
- Plan Type:** A dropdown menu.
- Instrument Type:** A dropdown menu.
- Registration Numbers:** A text input field.
- Registered Date From:** A text input field with the placeholder "YYYY-MM-DD".
- Registered Date To:** A text input field with the placeholder "YYYY-MM-DD".
- Survey Number:** A text input field.

At the bottom of the form, there is a blue button labeled "Advanced Search" with a magnifying glass icon and a small "1" in a blue box, and a green button labeled "Search" with a magnifying glass icon. A "Reset" button with a circular arrow icon is also present.

COVID-19 Update

- Ontario government postponed the 2020 Assessment Update due to COVID-19 and 2021 property values will continue to be based on the current legislated valuation date, January 1, 2016. The Province did not provide a future date for the next reassessment.
- MPAC has paused field inspections as a result of the province-wide shutdown.
- MPAC's preferred method of receiving building plans remains in an electronic format via Municipal Connect however we have resumed viewing plans in office / curbside plan pick up.
- We are advising property owners that Requests for Reconsideration filed in 2021 that exclusively cite COVID-19 as the reason for review will not result in a change to the property's value. The Assessment Act requires that MPAC use the January 1, 2016 date to assess all properties. We are unable to adjust 2020 property assessments for 2021 tax year based on the current impacts of COVID-19, significant as they may be.

COVID-19 – Ontario Fall Budget

Enabling Property Tax Relief for Small Businesses

- In response to concerns about the property tax burden on small businesses, the Province plans to provide municipalities with the flexibility to target property tax relief to small businesses.

To ensure appropriate flexibility, the government is proposing an amendment to the Assessment Act that would allow municipalities to define small business eligibility in a way that best meets local needs and priorities.

Property Tax Exemptions

- The budget proposes amendments to the Assessment Act to apply the existing property tax exemption for Ontario branches of the Royal Canadian Legion, for 2019 and subsequent tax years, to Ontario units of the Army, Navy and Air Force Veterans in Canada.

Mailing/Municipal Address Template

[illegible]

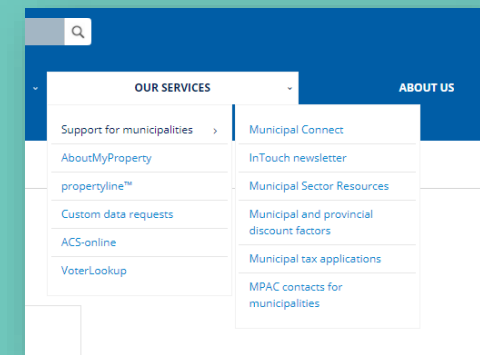
- Municipalities will be required to confirm they have the property owner's consent before sharing mailing address changes with MPAC, beginning February 2021.
- The requirement helps ensure MPAC complies with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).
- Submit your template to MPAC (cpf@mpac.ca) on a monthly basis to ensure the data is updated in a timely manner.

2021 Webinars

Date	Topic
January 14	Discover the new Municipal Connect
February 4	MPAC's Working-From-Home: IT Best-Practices Learned from COVID-19
March 4	Modernizing the Building Permit Process with One Ontario
April 8	Introduction: MPAC's Municipal Analysis Tool
May 6	To be determined
June 3	MPAC's Central Processing Facility – Update on Municipal Address Change Process and Severances/Consolidations
July 8	Overview of how MPAC assesses properties
August 5	Worksight Experience Update and Planned Enhancements
September 9	What is PILT (Payment in Lieu of Taxes)? How does it work?
To be determined	Overview of 2022 Enumeration Process and How School Support Works
October 7	Municipal Connect – Creation of User Communities
November 4	Appeals Update/Overview of Annotated Assessment Act
December 2	Annual MPAC Municipal update

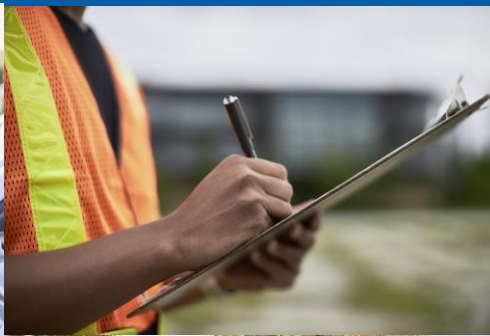
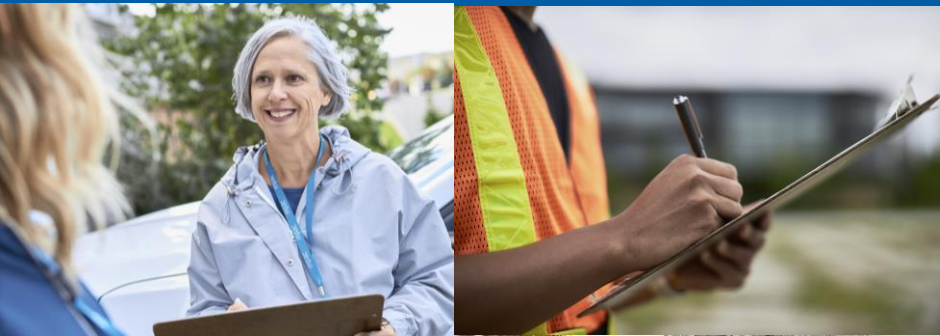
Municipal webinar recordings are on available on **MPAC's Youtube Channel**.

mpac.ca also contains municipal resources under Our Services>Support for Municipalities:



Laura Voltti
Account Manager

laura.voltti@mpac.ca



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION



MANITOULIN MUNICIPAL ASSOCIATION AGENDA

**Wednesday, February 17, 2021 - 7p.m.
Via Zoom**

- 1. Chairperson – Open Meeting**
- 2. Approval of Agenda.**
- 3. Declaration of Conflict of Interest.**
- 4. Approval of Regular Meeting Minutes of October 21, 2020.**
- 5. Business Arising from Minutes**
- 6. Old Business**
- 7. Presentations**
 - Health Care Worker Recruiting – Alyssa Spooney
 - Western Manitoulin Community Garden – Chuc and Linda Willson
- 8. Reports :**
 - FONOM/AMO – Al MacNevin
 - DSB – Richard Stephens
 - PSDH – Ken Noland
 - Policing
- 9. Financial Report for 2020**
- 10. Correspondence**
- 11. Election of Officers**
- 12. Time and Date of Next Meeting**
- 13. Adjournment.**

**MANITOULIN MUNICIPAL ASSOCIATION
MEETING MINUTES
October 21, 2020 – 7:00 P.M.**

ATTENDING VIA TELECONFERENCE:

Ken Noland.....	Burpee and Mills
Al MacNevin.....	NEMI
Penny Palonen.....	Burpee and Mills
Tom Savari.....	The Recorder
Lee Hayden.....	Gordon & Barrie Island
Dale Scott.....	Central Manitoulin
Jack Bould.....	Gordon & Barrie Island
Dan Osborne.....	Gore Bay
Richard Stephens.....	Central Manitoulin
Bryan Barker	Billings
Tim McKinley.....	Robinson
Mike Addison.....	Lambac
Bruce Wood.....	NEMI
Marcus Mohr.....	Central Manitoulin Economic Development Officer
Dave Jaggard.....	Tehkummah
Kim Neale	Climate Change Coordinator Billings and Central Manitoulin
Susan Church.....	Blue Sky Net
Jeff Buell.....	Blue Sky Net

The meeting was called to order at 7:05 p.m.

Approval of Agenda

Resolution 2020-17 Moved by Al MacNevin, Seconded by Richard Stephens

That the Agenda of the Regular Meeting of October 21, 2020 be approved.....carried.

No conflict of interest was declared.

Resolution 2020-18 Moved by Dan Osborne, Seconded by Bryan Barker

That the Minutes of the Regular Meeting of August 19, 2020 be approved.....carried.

Business Arising from Minutes:

Al MacNevin is sending out the FONOM and AMO Policy regarding the new Ontario Police Detachment Board and Funding of Health Units discussed at the August 19, 2020 meeting. Also sent out was the FONOM Broadband Policy 2020.

Old Business

No old business was brought forward for discussion.

New Business:

Blue Sky Net Presentation by Susan Church and Jeff Buell

Susan Church discussed the following:

- Susan thanked Mike Addison for his support.
- Explained the greater need for high speed internet since Covid 19.
- Blue Sky Net is a not for profit corporation which supports all sectors.
- They recognize the increased need for connection between all the sectors.
- There is also a need for education for municipalities, individuals, business and agriculture.
- They are looking for funding.

Jeff Buell discussed the following:

- Jeff shared extensive data and reports in a power point presentation.
- Fixed wireless (towers) are the most frequent providers which excludes satellite and mobile cellular internet. Satellite and cellular internet is usually more expensive.
- 30% of people on the Island can't access fixed wireless and speed is lacking for many.
- When building fiber networks the cost is about 300% more in a rural area as opposed to urban areas.
- The cost to supply the network is approximately \$80,000 per km and \$80 per meter. There are 1524 km of roads on the island which translates to \$121,920,000 to run fiber to every property on the Island.
- Because the time frame for increasing hi-speed internet is 2 to 3 years, Susan suggested that their Resource Guide may be helpful to the MMA.

Bryan Barker was concerned that because of ever changing technology and the great expense to install fiber, there should be safeguards built in. Susan said they are looking at this question.

Mike Addison suggested that Municipalities and First Nations watch for misinformation.

Susan is supposed to send a package for the MMA and Ken Noland suggested that the MMA wait for the package and then discuss further at a subsequent meeting.

Kim Neale – Climate Change Coordinator for Billings and Central Manitoulin.

Kim discussed the following:

- Wanted to build on the Billings/Central Manitoulin partnership to aid in Climate Change Efforts.
 - o This could mean a greater regional benefit to source funding
 - o The combined effort could mean better data available for Island – eg. Hydro One data on residential use.
 - o It could give a better idea of the types of heating used on the island and look for better alternatives.
- There is funding available to help with this and the best way to access funding is to apply collectively.
- Some of the funding available would include, Green Municipal Fund, Natural Resources Energy Retrofits, Mobile glass recycling funding from Province.
- It's important to have an Energy Plan.
- FEDNOR is interested in assisting if there is a collaboration occurring.
- She will share information on Electric Vehicle charging stations.

Richard Stephens and Bryan Barker thanked Kim for her assistance.

Dan Osborne asked that the information be sent to the MMA which could be taken back to the Councils.

Next step would to take the information back to the councils and appoint someone to work with Kim.
If there is any interest, the Councils could appoint someone to work with Kim.

Concern about Jury Trials moving to Sudbury

According to Mike Mantha MPP and Doug Downy Attorney General of Ontario, the decision to move the trials to Sudbury is being reviewed to see if we can keep them in Gore Bay.

Al MacNevin was concerned that there was no consultation with any of the Municipalities or First Nations. He thought it was important to continue to express our concerns and hopes the MMA can keep discussing the issue.

Dale Scott was concerned about the terrible hardship to the communities such as travel and accommodations for witnesses etc.

Richard Stephens supports a letter to express concern and displeasure.

Dan Osborne thought a motion from each Municipality and First Nation may carry more weight.

Resolution 2020-19 Moved by Dan Osborne, Seconded by Bryan Barker

That the Manitoulin Municipal Association send a letter to Attorney General to express concern and displeasure regarding the moving of the Juried Trials to Sudburycarried.

Road Superintendent Association Concerns

Ken Noland stated that the Association serves a purpose and saves money. Combining the Municipalities and the North Shore puts everyone in a better tendering position because of the increased kilometers. However, he expressed concerns, which were brought to light in the Spring Tender, regarding the Association's structure. He felt the structure needs to be addressed. He would like to clarify the power of the Association to bind the municipalities to tenders.

Richard Stephens endorsed the idea of giving the authority to each Road Superintendent.

Ken suggested that the Unorganized Townships talk to the MTO to see if they could join the Association.

Al MacNevin agrees that the Association serves a purpose and saves money. He wants to take it back to his staff for background and then bring it to his council. The conclusion was that each Municipality takes the issue back to their staff. At the next meeting, MMA members can share their findings and then discuss how to move forward.

Reports

FONOM/AMO

- Al MacNevin reported that the province is recognizing the benefits of separate health and OPP units.
- AMO is allowing 1 representative from FONOM to sit on the Police Advisory Committee which gives us a stronger voice for better opportunities.
- FONOM is also looking at Broadband solutions. He cautioned that we should look at all options and support all applications.

DSB

- Richard Stephens had nothing to report.

PSDH

- Ken Noland there has been 1.2 million spent on the Pandemic since March and the hope was that the province would cover them.
- The renovations are continuing.
- Talk of the health unit mergers are on the back burner

POLICING

- Richard Stephens reported the signs were off the OPP station in Mindemoya.
- Al MacNevin said that the OPP will not attend any meetings because of all policy change a couple of months ago. Megan Moriarity said she was not allowed to attend meetings.
- Ken suggested we reach out and ask why.
- Ken met with the Amish and they asked to make Fire Departments aware that the strobe or flashing lights on the vehicles can make the horses jump. So please be aware when approaching buggies.

Resolution 2020-20 Moved by Dave Jaggard , Seconded by Bruce Wood

That the financial report for 2020 be accepted as presented.....carried.

The next meeting will be December 16th, 2020 at 7:00pm by Zoom. If no issues are brought forward, it will be postponed until 2021.

The Chairperson thanked everyone for their attendance and input.

Resolution 2020-21 Moved by Bryan Barker

That the meeting be adjourned at 8:40 p.m.....carried.

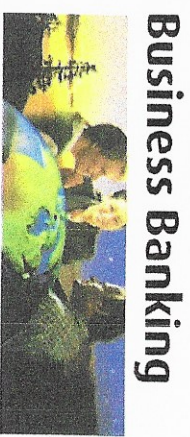
Manitoulin Municipal Association - 2020

Acct. # 1023-596

	Name	Date	#Number	Deposit #	Dues	Legal Fund	Bank Charges	Membership	Administration	Sp. Project	Legal Expense	Other	Total
Opening Balance - January 1, 2020													
	B OF M	Jan. 31/2020					6.00						7,989.51
	B OF M	Jan. 31/2020					4.00						7,983.51
	B OF M	Feb. 28/2020					6.00						7,979.51
	B OF M	Feb. 28/2020					4.00						7,973.51
	NEMI	Mar.3/2020		1	535.83								7,969.51
	BURPEE MILLS	Mar.3/2020		1	74.30								8,505.34
	A.M.O.	Mar. 6/2020	214										8,579.64
	Ken Noland	Mar. 13/2020	215					430.53					8,149.11
	B OF M	Mar.31/2020					6.00					700.00	7,449.11
	B OF M	Mar. 31/2020					4.00						7,443.11
	B OF M	Mar. 31/2020					0.40						7,439.11
	Gordon Twp.	Apr. 7/2020		2	128.82								7,438.71
	Assignack Twp.	Apr. 7/2020		2	192.63								7,567.53
	Tehkummah Twp.	Apr. 7/2020		2	80.26								7,760.16
	Billings Twp.	Apr. 7/2020		2	147.57								7,840.42
	Central Manitoulin	Apr. 7/2020		2	409.47								7,987.99
	Gore Bay	Apr. 7/2020		2	129.07								8,397.46
	B OF M	Apr.30/2020					6.00						8,526.53
	B OF M	Apr.30/2020					4.00						8,520.53
	B OF M	Apr. 30/2020					1.20						8,516.53
	Cockburn Island	May 28/2020		3	6.04								8,515.33
	B OF M	May 29/2020					6.00						8,521.37
	B OF M	May 29/2020					4.00						8,515.37
	B OF M	May 29/2020					0.20						8,511.37
	B OF M	June 30/2020					6.00						8,511.17
	B OF M	June 30/2020					4.00						8,505.17
	B OF M	July 31/2020					6.00						8,501.17
	B OF M	July 31/2020					4.00						8,495.17
	B OF M	Aug.31/2020					6.00						8,491.17
	B OF M	Aug.31/2020					4.00						8,485.17
	B OF M	Sept.30/2020					6.00						8,481.17
	B OF M	Sept.30/2020					4.00						8,475.17
	LSB Robinson	Oct. 7/2020		4	100.00								8,471.17
	B OF M	Oct. 30/2020					6.00						8,571.17
	B OF M	Oct. 30/2020					4.00						8,565.17
	B OF M	Oct. 30/2020					0.20						8,561.17
	B OF M	Nov. 30/2020					6.00						8,560.97
	B OF M	Nov. 30/2020					4.00						8,554.97
	B OF M	Dec. 31/2020					6.00						8,550.97
	B OF M	Dec. 31/2020					4.00						8,544.97
					1,803.99		122.00	430.53				700.00	8,540.97

Your branch address:
P O BOX 399
29 WATER STREET
LITTLE CURRENT, ONT P0P1K0

BMNEC13100_7295355_002 E D 0000 23250
MANITOULIN MUNICIPAL ASSOCIATION
8 BAILEY LINE RD
RR 1
EVANSVILLE ON POP 1EO



Business Banking

Your Branch
LITTLE CURRENT
Transit number: 2361

For questions about your statement call
(705) 368-2260

Direct Banking
1-877-262-5907
www.bmo.com

Your Plan
Business Start Plan

Business Banking statement

For the period ending November 30, 2020

Summary of account

Account	Opening balance (\$)	Total amounts debited (\$)	Total amounts credited (\$)	Closing balance (\$)
			+	=
				Nov 30, 2020
Business Account # 2361 1023-596	8,560.97	10.00	0.00	8,550.97

Skip the public Wi-Fi when it comes to online and mobile banking and connect using cellular networks or a mobile stick. Public connections are not protected from Wi-Fi vulnerabilities. For more security tips, visit bmo.com/security.

Transaction details

Date	Description	Amounts debited from your account (\$)	Amounts credited to your account (\$)	Balance (\$)
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Business Account # 2361 1023-596

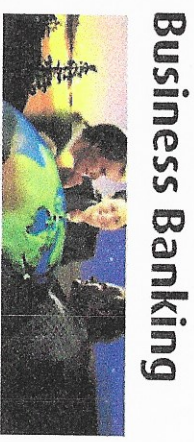


Business name:
MANITOULIN MUNICIPAL ASSOCIATION

Oct 31	Opening balance			8,560.97
Nov 30	Plan Fee	6.00		8,554.97
Nov 30	Statement Fee	4.00		8,550.97
Nov 30	Closing totals	10.00	0.00	
Number of items processed		2		

Your branch address:
P O BOX 399
29 WATER STREET
LITTLE CURRENT, ONT POP1K0

BMMEC13100_6673719_002 E D 0000 23504
MANITOULIN MUNICIPAL ASSOCIATION
8 BAILEY LINE RD
RR 1
EVANSVILLE ON POP 1EO



Business Banking

Your Branch
LITTLE CURRENT
Transit number: 2361

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statement call**
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www.bmo.com

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Business Start Plan

Business Banking statement

For the period ending October 30, 2020

Summary of account

Account	Opening balance (\$)	Total amounts debited (\$)	Total amounts credited (\$)	Closing balance (\$) on Oct 30, 2020
Business Account # 2361 1023-596	8,471.17	10.20	100.00	8,560.97

October is Cyber Security Month.
Protect yourself online and only
download apps and software from
trustworthy sites. Visit
bmo.com/security for more security
tips and information about how the
bank keeps your information safe.

Transaction details

Date	Description	Amounts debited from your account (\$)	Amounts credited to your account (\$)	Balance (\$)
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Business Account # 2361 1023-596



Business name:
MANITOULIN MUNICIPAL ASSOCIATION

Oct 01	Opening balance			8,471.17
Oct 07	Deposit at, BR. 2342		100.00	8,571.17
Oct 30	Plan Fee	6.00		8,565.17
Oct 30	Statement Fee	4.00		8,561.17
Oct 30	Deposit Contents fee, CHQ 1 @ \$0.20	0.20		8,560.97
Oct 30	closing totals	10.20	100.00	
Number of items processed		3	1	



Your branch address:

P O BOX 399
29 WATER STREET
LITTLE CURRENT, ONT P0P1K0

Business Banking



BMNEC13100_1259977_002 E D 0000 21560
MANITOULIN MUNICIPAL ASSOCIATION
8 BAILEY LINE RD
RR 1
EVANSVILLE ON POP 1E0

Your Branch
LITTLE CURRENT
Transit number: 2361

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statement call
(705) 368-2260

Direct Banking
1-877-262-5907
www.bmo.com

Your Plan
Business Start Plan

Business Banking statement

For the period ending December 31, 2020

Summary of account

Account	Opening balance (\$)	Total amounts debited (\$)	Total amounts credited (\$)	Closing balance (\$) on Dec 31, 2020
Business Account # 2361 1023-596	8,550.97	10.00	0.00	8,540.97

Stay safe this holiday season when shopping online. Keep an eye out for suspicious online deals, check your bank statements regularly and only shop on websites that start with <https://>. For more security tips, visit bmo.com/security.

Transaction details

Date	Description	Amounts debited from your account (\$)	Amounts credited to your account (\$)	Balance (\$)
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Business Account # 2361 1023-596



Business name:
MANITOULIN MUNICIPAL ASSOCIATION

Dec 01	Opening balance			8,550.97
Dec 31	Plan Fee		6.00	8,544.97
Dec 31	Statement Fee		4.00	8,540.97
Dec 31	Closing totals	10.00	0.00	
Number of items processed 2				



TOWNSHIP OF BILLINGS
Economic Development Committee
MINUTES

December 09, 2020, 7:00 pm

Virtual (Zoom Meetings)

PRESENT: Councillor Sharon Alkenbrack (Chair), Suzanne Darlaston, Councillor Sharon Jackson, Diane Larocque, Tracy Paris

Staff: Todd Gordon, Economic Development Officer

REGRETS: Rick Rusk

Members of the Public: None

1. Opening of Meeting

The meeting was called to order at 7:02 p.m. by the chair.

2. Approval of Agenda

Motion by Diane Larocque; Second by Suzanne Darlaston:

That the agenda for the December 09, 2020 meeting be accepted as presented Carried.

3. Disclosure of Pecuniary Interest

None

4. Adoption of Minutes

Motion by Sharon Jackson; Second by Diane Larocque:

That the minutes of the November 18, 2020 meeting be accepted as presented. Carried.

5. Delegations:

None

6. Council Update Report

Chair Alkenbrack provided a brief overview of the previous Council meeting (Regular Council of December 01, 2020).

7. Financial Report

- The EDO provided a brief update: No EDC-related revenue or expenditures since the November meeting.

8. Old Business

a) Community Development – “The New Local” - Discussion

The committee had a brief discussion of Principle 3: “Connectivity” from *The New Local* community development program. The committee discussed ways of learning from *community* – ours and others, and ways of increasing connectivity through improved learning as well as the ongoing challenge of staying connected locally while operating in a truly globalized environment.

b) Jabbawong Story-Telling Festival – Discussion

The parameters have not changed, although everyone is concerned about the impact of the ongoing pandemic. The committee acknowledged that the festival needs more story-tellers for children.

c) Billings Promotion Strategy – Discussion

The committee was concerned about timelines, even for developing one element of the strategy for 2021. The EDO assured the committee that staff would be having a discussion soon, and that the EDO would have follow-up for the January meeting. The EDO reminded the committee to revisit the “W5” exercise (Who, What, Why, Where, When) from the November meeting as a means of exploring ideas for the promotion strategy.

d) Social Media Workshop – Discussion

The situation for this event is very much like that of the story-telling festival: It is still in the works, but much depends on the status of the COVID-19 pandemic. The chair is still attempting to confirm a facilitator. Timing:

still looking at late winter (February?) before businesspeople are engaged in preparing for the summer season. The committee will continue planning for this event in collaboration with municipal staff.

e) Community Planters/Benches - Discussion

The Chair and another member achieved an informal survey of the existing planters and benches and determined that most were still functional. However, given that there is a good supply of material available for repurposing from an earlier project, it is likely that many existing units can be replaced, as well as new ones constructed for the SCB and Old Mill area. Staff are coming up with designs that will make best use of the existing material.

f) Old Church on the Hill - Discussion

A brief discussion about possible uses for the property, with recognition that there are limitations, and that the review/feasibility process is just getting underway.

g) Digital Business Directory - Discussion

This was the final discussion on the topic, at least for the foreseeable future – not because it is not a valid idea, but because the committee recognized all the variables inherent in and the limitations that EDC faces in attempting to deal with something probably best handled on an island-wide scale. Ultimately the currency of business information (operating/opening hours, for example). More detail on the considerations of this topic is available in previous monthly minutes.

9. New Business

None

10. Correspondence

None

11. Information

None

12. Recommendations to Council

None

13. Next Meeting: January 13, 2021, 7:00 pm, Zoom Meetings

14. Adjournment: The meeting was adjourned at 8:08 p.m. on a motion by Diane Larocque.

Township of Billings**ACCOUNTS FOR PAYMENT from Jan 30, 2021 to Feb 12, 2021**

Cheque No.	Cheque Date	Payee	Amount
6622	Feb 09, 2021	Minister of Finance (EHT)	958.66
6627	Feb 12, 2021	Allens Auto Parts	790.67
6628	Feb 12, 2021	Berry Boats	1,283.45
6629	Feb 12, 2021	Bridal Veil Variety	169.65
6630	Feb 12, 2021	EXP Services Inc.	3,863.99
6631	Feb 12, 2021	G. Stephen Watt LLB	751.45
6632	Feb 12, 2021	Grand & Toy Ltd.	95.10
6633	Feb 12, 2021	Henderson Electric Manitoulin Inc	253.60
6634	Feb 12, 2021	Hughes Supply Company	203.28
6635	Feb 12, 2021	J K Automotive	22.28
6636	Feb 12, 2021	Local Authority Services	282.50
6637	Feb 12, 2021	M.I.S. Municipal Insurance Services	55,497.96
6638	Feb 12, 2021	Manitoulin Centennial Manor	9,844.71
6639	Feb 12, 2021	Manitoulin Fuels	461.84
6640	Feb 12, 2021	Manitoulin Planning Board	8,665.95
6641	Feb 12, 2021	Minister of Finance (Policing)	18,871.00
6642	Feb 12, 2021	Pinchin Ltd	3,535.49
6643	Feb 12, 2021	The Public Sector Digest Inc.	22,263.83
6644	Feb 12, 2021	Thomson Reuters	172.20
PREAUTHORIZED PAYMENTS			
DS	Jan 29, 2021	Bank of Montreal-payment	1,356.67
DS	Feb 03, 2021	Payroll	13,937.78
DS	Feb 03, 2021	Canada Life-RSP	1,428.38
DS	Feb 08, 2021	Superior Propane	2,300.88
DS	Feb 10, 2021	OCWA-Contract	9,486.58
DS	Feb 11, 2021	Mastercard Auto Pay	1,728.20
DS	Feb 11, 2021	Manulife-Staff Benefits	2,725.10
DS	Feb 12, 2021	Payroll Remittance	12,242.27
		TOTAL	173,193.47