



The Corporation of the Township of Billings

Council Meeting Agenda

January 16th, 2024 7:00 p.m.

Virtual Meeting

Council

Bryan Barker, Mayor

David Hillyard, Deputy Mayor

Vince Grogan, Councillor

Michael Hunt, Councillor

Staff

Emily Dance, CAO/Clerk

Tiana Mills, Deputy Clerk

Harmony Hancock, Director of Finance / Treasurer

Todd Gordon, Municipal Project Manager

Arthur Moran, By-Law Enforcement Officer

1. Call to Order

Mayor Bryan Barker to call the meeting to order.

2. Approval of Agenda

2.1. Confirm approval of the agenda.

3. Delegation

4. Disclosure of Pecuniary Interest

5. Adoption of Minutes

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

5.1. Regular Council Meeting – December 19, 2023

6. Committee Reports

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

6.1.1. October 18, 2023 Manitoulin Municipal Association Minutes

7. Staff Reports

7.1. BP 2024-01-01 Building Report - 2023

7.2. HS 2024-01-01 Security Camera & Video Monitoring Policy

7.3. PW-2024-01-01 Vulnerable Road User Campaign (Sudbury District Health Unit)

7.4. PW-2024-01-02 Monument Road Petition (2)

7.5. MPM 2024-01-01 Firehall Project Completion / Infrastructure Ontario Loan

7.6. TR 2024-01-01 Water System Financial Plan Report (Old Mill Road Waterline)

7.7. TR 2024-01-02 Old Mill Road Waterline Project (3)

7.8. TR 2024 01-03 Tax Levy & Borrowing By-Law

7.9. CAO 2024-01-01 Strategic Plan Update (2)

8. Correspondence Requiring Direction

8.1. Manitoulin Streams Request for Funding Support for 2024 Stream Restoration Initiatives

THAT the Township of Billings Council hereby receives the letter from Manitoulin Streams dated December 13, 2023 AND includes \$2,500 in donations in the 2024 Budget deliberations.

8.2. Manitoulin Fine Arts Association 2024 Request for Reduced Park Centre Rental Fee

THAT the Township of Billings Council hereby receives the letter from Diane Carriere of the Manitoulin Fine Arts Association dated January 2, 2024 AND authorizes in-kind support for the 2024 Manitoulin Fine Arts Association 2024 Art Tour in the form of a reduced rental fee of the Park Centre July 19-21, 2024 of \$300 + HST (regular value of \$600 + HST).

8.3. Gore Bay Airport – Request for Funding 2023

THAT the Township of Billings Council hereby receives the e-mail from the Gore Bay airport dated January 4, 2024 AND approves an unbudgeted donation amount of \$5,000 for the Gore Bay Manitoulin Airport for 2023.

8.4. Town of Gore Bay – Request for Funding – Arena 2023

THAT the Township of Billings Council hereby receives the letter from the Town of Gore Bay dated December 31, 2023, AND approves an unbudgeted donation amount of \$2,500 for the Gore Bay Memorial Arena for 2023.

9. Information

9.1. 2024 Annual FONOM Conference May 14th – May 16th, 2024

Members of Council interesting in attending are to advise the Deputy Clerk ASAP.

9.2. Provincial Cemetery Management Support Request - Tay Township

9.3. 988 Suicide Crisis Helpline

10. Accounts for Payment

10.1. Accounts for Payment – December 22, 2023 and January 10, 2024

11. By-Laws and Agreements

11.1. 2024-01 Temporary Borrowing By-Law

11.2. 2024-02 Infrastructure Ontario Debenture (Firehall) By-Law

11.3. 2024-03 Interim Tax Levy By-Law

11.4. 2024-04 Cost Recovery (Old Mill Road Waterline) By-Law

12. Notice of Motions

13. Closed Session

14. Confirmatory By-Law

14.1. By-Law No. 2024-05 Being the January 16th, 2024 Confirmatory By-Law



15. Adjournment

15.1. Motion to Adjourn

Document Accessibility

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

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

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



The Corporation of the Township of Billings

Council Meeting Minutes

December 19th, 2023 7:00 p.m.

Virtual

Council

Bryan Barker, Mayor

David Hillyard, Deputy Mayor

Vince Grogan, Councillor

Michael Hunt, Councillor

Staff

Emily Dance, CAO/Clerk

Tiana Mills, Deputy Clerk

Todd Gordon, Municipal Project Manager

1. Call to Order

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

2. Approval of Agenda

2.1. Confirm approval of the agenda.

2023-600

Moved by Grogan Seconded by Hunt

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

Carried.

3. Disclosure of Pecuniary Interest

None.

4. Adoption of Minutes

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

4.1. Regular Council Meeting – December 5th, 2023

4.2. Special Council Meeting – December 12th, 2023

2023-601

Moved by Hunt Seconded by Hillyard

THAT the December 5th, 2023, Regular Council Meeting minutes AND the December 12th Special Council Meeting minutes be adopted as presented.

Carried.



5. Delegation – 2022 Audited Financial Statement

- 5.1. Corey Houle, CPA, CA, Principal, and Ryan Filipovic, CPA, Senior Manager from Freelandt Caldwell Reilly LLP Chartered Professional Accountants will be presenting the Township of Billings 2022 Audited Financial Statements.

Mayor Barker invited the auditors from Freelandt Caldwell Reilly, Corey Houle and Ryan Filipovic to present the Township of Billings 2022 Audited Financial Statements. The draft financial statement is included in the agenda package.

2023-602

Moved by Hillyard Seconded by Hunt

THAT the Township of Billings Council hereby approves the 2022 Township of Billings Audited Financial Statements AND directs staff to post the consolidated statements on the municipal website.

Carried.

6. Committee Reports

- 6.1. Members of Council are provided with an opportunity to report on Committee and Board meetings.
- 6.2. Manitoulin Planning Board Minutes – November 29, 2023

2023-603

Moved by Hillyard Seconded by Grogan

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

Carried.

7. Correspondence Requiring Direction

- 7.1. Resignation, Councillor Jim Cahill

On December 14, 2023, Councillor Jim Cahill provided notification to the Mayor and CAO/Clerk of his immediate resignation.

2023-604

Moved by Hillyard Seconded by Hunt

THAT the Township of Billings Council hereby accepts the resignation of Jim Cahill from the Township of Billings Council.

Carried.

8. Staff Reports

- 8.1. CLK-2023-12-30 – Declare Councillor Seat Vacant

2023-605



Moved by Grogan Seconded by Hunt

WHEREAS Jim Cahill was elected as Councillor for the Township of Billings for the 2022-2024 term of Council; AND WHEREAS Councillor Cahill resigned from Council effective December 14, 2023; NOW THEREFORE BE IT RESOLVED THAT the office of a member of Council be declared vacant in accordance with Section 262 (1) of the Municipal Act, S.O. 2001. C.25

Carried.

8.2. CLK-2023-12-31 – Options to fill vacant seat of Council
2023-606

Moved by Grogan Seconded by Hillyard

THAT the Township of Billings Council hereby approves Report CLK-2023-12-31 AND directs staff to proceed with Option 1 to fill the vacant seat of a member of Council.

Recorded Vote:

Grogan: Y

Hillyard: N

Hunt: Y

Barker: Y

Carried.

2023-607

Moved by Grogan Seconded by Hunt

THAT the Township of Billings Council hereby approves the appoint as an eligible elector to fill a vacancy procedure as presented AND FURTHER confirms the Council Appointment meeting to be held on February 6, 2024.

Carried.

8.3. MPM-2023-12- 31 - 91 Main Kagawong Fitness Centre
2023-608

Moved by Hillyard Seconded by Grogan

THAT the Township of Billings Council hereby approves Report MPM-2023-12-31 AND Further, directs staff to research and provide Council with:

1. A more detailed staff-level facility status report on 91 Main St.
2. A Class C Estimate on repairs necessary to restore 91 Main Street to use as a gym (lower) and useable rental space (upper).

Carried.

9. Information



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- 9.1. Public Health Sudbury and Districts Greater Sudbury Community Leaders United in Address Drug Toxicity Harms and Deaths
 - 9.2. New Medical Officer of Health and Chief Executive Officer appointed for Public Health Sudbury & Districts
 - 9.3. Public Health Roles and Responsibilities in Emergency Response
 - 9.4. Public Health Roles and Responsibilities 2023
 - 9.5. Resolution – Town of Plympton-Wyoming and Western Warden Caucus – Support to Revoke Strong Mayor Powers and Increase in the Leave to Construct Threshold
 - 9.6. Manitoulin Island Cycling Advocates (MICA) Correspondence December 12, 2023
2023-609
Moved by Grogan Seconded by Hillyard
THAT the Township of Billings Council hereby receives for information all items listed in Section 9.

Carried.

10. Accounts for Payment

- 10.1. Accounts for Payment to December 8, 2023
2023-610
Moved by Hunt Seconded by Grogan
THAT the Township of Billings Council hereby approves, ratifies, and confirms the December 8, 2023 Accounts for Payment as presented.

Carried.

11. By-Laws and Agreements

- 11.1. 2023-116 Asset Retirement Obligations Policy
Council requested clarification on 5.3.3 related to the debenture rate as obtained periodically from Infrastructure Ontario vs other commercial rates as well as how the policy relates to the landfill obligations.

Debenture rate- with the subsequent measurement of asset retirement obligations, the idea is to use the best estimate of the appropriate discount rate. This discount rate reflects the time value of money and the risks specific to the liability of the asset retirement obligation. Landfill – there are current regulation in place regarding reporting for landfill closure obligations, the new regulation will take into account landfill for the 2022 audit.

2023-611

Moved by Grogan Seconded by Hillyard



THAT By-Law No. 2023-116 being the Asset Retirement Obligations Policy be read a first, second, and third time and finally passed this 19th day of December, 2023

Carried.

11.2. 2023-117 Appoint Harmony Hancock as Director of Finance / Treasurer
2023-612

Moved by Hillyard Seconded by Grogan

THAT By-Law No. 2023-117 being the Appoint Harmony Hancock as Director of Finance / Treasurer be read a first, second, and third time and finally passed this 19th day of December, 2023

Carried.

12. Notice of Motions

None.

13. Closed Session

None.

14. Confirmatory By-Law

14.1. By-Law No. 2023-118 Being the December 19th, 2023 Confirmatory By-Law
2023-613

Moved by Grogan Seconded by Hunt

THAT By-Law No. 2023-118 being the December 19th, 2023 Confirmatory By-Law be read a first, second and third time AND finally passed this 19th day of December, 2023.

Carried.

15. Adjournment

15.1. Motion to Adjourn
2023-614

Moved by Hunt Seconded by Grogan

THAT the Township of Billings Council hereby adjourns at 8:30 p.m.

Carried.

Mayor Bryan Barker

CAO/Clerk Emily Dance

**Manitoulin Municipal Association
Meeting Minutes
October 18, 2023 – 7 p.m.
Central Manitoulin Council Chambers**

ATTENDING:

Ken Noland.....Burpee and Mills
Kim Middleton.....Burpee and Mills
Al MacNevin.....NEMI
Bryan Barker.....Billings
Vince Grogan.....Billings
Lee Hayden.....Gordon/Barrie Island
Jack Bould.....Gordon/Barrie Island
Karen Noble.....Robinson
Richard Stephens.....Central Manitoulin
Dale Scott.....Central Manitoulin
Tom Sasvari.....Manitoulin Expositor
Dan Osborne.....Gore Bay
Janice Bowerman.....Assiginack
Patsy Gilchrist.....Recording Secretary

Chairperson Ken Noland opened the meeting at 7 p.m.

RESOLUTION: 2023-19 Moved by Jack Bould, Seconded by Karen Noble
THAT the Agenda be approved as presented.....carried.

No conflict of interest was declared.

RESOLUTION: 2023-20 Moved by Lee Hayden, Seconded by Richard Stephens
THAT the Minutes of the June 21, 2023 Meeting be approved.....carried.

Business Arising from the Minutes:

Dr. Shortage/ER Controversy

Dale Scott spoke regarding his concerns with the Doctor Shortage and Emergency Room Controversy. He advised a comparison had been made between the two family health teams that may not have provided all the proper comparable information. The Little Current emergency room is at a capacity rate of 44% while Mindemoya is at 68%. The Little Current Doctors also cover two nursing homes, plus the communities of Wikwemikong, AOK and Birch Island on a daily basis. Little Current’s compliment of doctors is 13.5 and Mindemoya’s is 6.

Al MacNevin advised that a delegation could be requested for FONOM regarding the Doctor Shortage, however, he reminded all of the Nursing shortage as well. An individual motion from each municipality would be suggested.

RESOLUTION: 2023-21 Moved by Bryan Barker, Seconded by Dale Scott

That the Manitoulin Municipal Association request a meeting with the Minister of Health, at the ROMA conference scheduled for January 21st to 23rd, 2024 in Toronto, to discuss issues surrounding the Doctor shortage on Manitoulin Island. The funding has been made available, however, the doctor shortage remains.....carried.

New Business:

Island Waste Management Committee

Vince Grogan reported on the Island Waste Management Working Group initiative. The waste should be kept on Manitoulin Island, recycled and reused. This group is looking for alternative methods for the disposal of waste. There are 14 members in the working group who are discussing ideas and keeping an eye on new technologies. Items being discussed include carbon credits from the government, bio fuel, etc.

Bryan Barker advised that a formal presentation will be made to the Manitoulin Municipal Association, to UCCM and to each municipality to present a plan and request a final commitment, in the future.

Al MacNevin advised that a paid staff person may be required as well as a Business Case. Costs are needed by the municipalities for budgeting purposes.

Emergency Risk Management for Forest Fire Events in the future

Dale Scott discussed Emergency Risk Management for Forest Fire Events in the future. An Emergency Plan should include giving the fire chief the authority to call for an evacuation. Desktop exercises and written plans should be brought into place. The Risk Management Assessment does not include forest fires. This type of plan should be considered by all municipalities.

Reports:

DSB:

Al MacNevin advised the Budgeting process is underway.

PSDH:

Ken Noland advised that Penny Sutcliffe is retiring and the recruitment process is underway. The amalgamation of health units has been suggested and discussions will occur surrounding that topic. The Budget should be finalized in November.

RESOLUTION: 2023-22 Moved by Karen Noble, Seconded by Richard Stephens

THAT the Financial Statement for 2023 be approved.....carried.

The Next MMA Meeting will be held Wednesday, January 17, 2024 at 7 p.m. at the Central Manitoulin Council Chambers.

RESOLUTION: 2023-23 Moved by Dale Scott, Seconded by Bryam Barker

THAT the meeting be adjourned at 8:15 p.m.....carried.



COUNCIL REPORT

Title: Building Year End Report

Department: Building and Planning

Date: January 16, 2024

Report Number: BP 2024-01-01

File: C11 – Building Year End Report

Recommendation: THAT the Township of Billings Council hereby receives for information Report BP2024-01-01.

Background:

The Building Code Act provides the authority for the Province of Ontario to set regulations for new construction activity and renovations respecting safety of buildings with reference to public health, fire protection, accessibility, and on-site sewage systems.

This legislation requires Building Officials to provide plans examination and inspection services to the public for various construction activities. This report has been prepared as a requirement of Section 7(4) of the Building Code Act, S.O 1992, c.23, as amended, and for the purposes of public information and accountability.

Discussion:

Permit Type	Permit Value	Permit Fee
Dwelling (incl Seasonal)	\$4,772,400	\$9,963.76
Accessory Building (incl Garage/Storage/Bunkies)	\$822,940	\$4,007.10
Renovation	\$420,960	\$2,125.40

Total Number of Permits: 33

	2022	2023
Value	\$4,461,185	\$6,016,300.00
Fee	\$15,377.88	\$16,096.26
Number of Permits	33	33

**Note, the 2023 values include the Fire Hall Rebuild (Value: \$1,500,000) and the Manitoulin Streams Angling Platform (Value: \$80,000) at the Small Craft Basin.

Financial Impacts:

As noted above



Alignment to Strategic Plan:

There is no alignment to the Strategic Plan

Alignment to the CEEP:

There is no alignment to the CEEP

Respectfully Submitted By:

Information supplied by Dan Osborne, Building Inspector

Reviewed By:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Health & Safety

Date: January 16, 2024

Report Number: HS-2024-01-01

File: Security Cameras, Video Monitoring Policy

Attachment: Video Monitoring Policy – DRAFT

Recommendation:

THAT the Township of Billings Council hereby approves Report HS-2024-01-01 AND FURTHER

1. Authorize bringing forward \$16,000 for the purchase and installation of security cameras during 2024 budget deliberations
2. Approves the Video Monitoring Policy AND FURTHER approves the appropriate By-Law coming forward.

Background:

The issue regarding the installation of security camera has been previously discussed and it was recommended that a Council Report be submitted that would include the location and the number of cameras required as well as the associated costs for the purchase and installation of cameras.

Video monitoring involves the collection, retention, use, disclosure and disposal of personal information. These activities must be in compliance with the Municipal Freedom of Information and Protection of Privacy Act. (MFIPPA)

Discussion:

1. In 2019 a Workplace Violence Assessment (WVA) was performed and a report with recommendations was submitted.
The recommendations included developing policies and procedures for lone workers as well as recommending the installation and use of security cameras.
2. As part of a legislative requirement requiring the review of workplace harassment and violence policies and procedures, the WVA was reviewed at the July 4, 2022 JH&SC meeting. The review identified that there was a need to follow-up on the recommendations for the installation of security cameras and the appropriate signage.
3. The number of cameras and their locations are:
 - a) Township office customer service counter x 1
 - b) Old Mill Road parking area and small craft marina x 2
 - c) Aus Hunt Marina x 3



-
- d) Township Water Treatment Plant x 1 possibly x 2
 - e) Township landfill site x 1
 - f) Township Library x 1

Total- 10 cameras

A review of a recent security camera pricing identifies the approximate pricing of \$1,600 for single camera purchase, installation and tax and \$3,500 for multi camera locations.

- 4. Security cameras and the appropriate signage have already been installed at the public works garage.
- 5. Current public/social attitudes and trends regarding violence towards authoritative institutions

Video Monitoring Policy

The purpose of implementing a video monitoring policy is to ensure that video monitoring technology is used for safety, security and operational purposes and that its use is conducted in a manner that reflects the provisions of the Municipal Freedom of Information and Protection of Privacy Act and other relevant legislation.

The policy addresses requirements and responsibilities with respect to:

- 1. The installation of video monitoring systems
- 2. The operation of video monitoring systems
- 3. The use of the information obtained through video monitoring systems; and
- 4. Custody, control and access to records created from video monitoring systems.

Financial Impacts:

There will be a financial impact of approximately \$16,000 to complete this installation. Ongoing IT costs for secure keeping of video.

Respectfully Submitted By:

Arthur Moran, Health and Safety Coordinator
Emily Dance, CAO/Clerk

Reviewed By:

Emily Dance, CAO/Clerk

Policy –Video Monitoring Policy

By-Law No: DRAFT

Revision:

Date: December, 2023

Coverage:

The video monitoring policy will cover all video monitoring systems at Township owned, leased and administered properties and facilities.

Policy Statement

The Township of Billings is committed to the on-going protection of the health and safety of its employees, rate-payers, residents and visitors, as well as the protection of Township owned or occupied property, both physical and intellectual.

The Township recognizes the need to strike a balance between the Township's responsibilities to promote a safe and secure environment and its responsibility to protect the privacy of individuals.

Legislative Authority

Video monitoring involves the collection, retention, use, disclosure and disposal of personal information. These activities must be in compliance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)

1. Contents

Purpose

The purpose of the policy is to ensure that Video Monitoring technology is used for safety, security and operational purposes and that its use is conducted in a manner that reflects MFIPPA and any other relevant legislation.

More specifically, this policy addresses requirements and responsibilities with respect to:

- The installation of video monitoring systems;
- The operation of video monitoring systems
- The use of the information obtained through video monitoring systems; and
- Custody, control and access to records created from video monitoring systems.

2. Scope

This policy applies to all properties and facilities owned, leased and administered by the Township of Billings and to all employees, including temporary, contract, elected officials, appointed to boards and committees, volunteer and any individual retained by the Township or to act on the Township's behalf.

3. Definitions

In this policy:

“Facility” means any building or land that is occupied and administered by the Township of Billings;

“Property” means any building or land that is occupied and administered by the Township of Billings;

“Video monitoring camera” means a camera used to monitor and/or record activities as part of the video monitoring system.

“Video monitoring recording” means information transmitted from the video monitoring system to a storage device which includes video tape, computer disc or drive, compact disk, computer chip or other device used to store the recorded data or visual, audio or other images captured by the video device system;

“Video monitoring record” means monitoring information that has been extracted from video monitoring recordings; and

“Video monitoring system” refers to a video, physical or other mechanical, electronic, digital or wireless monitoring system or device that enable continuous or periodic video recording. In this policy, the term video monitoring system includes, but is not limited to , an audio device, thermal imaging technology or any other component associated with capturing an image.

4.0 Use of Video Monitoring System

Video monitoring systems are installed in facilities where a need has been identified by the supervisor, manager or CAO/Clerk for the facility and funding has been approved.

5.0 Installation of Video Monitoring Cameras

5.1 Location of Video Monitoring Cameras

The Township may employ the use of video monitoring cameras as they offer a reasonably effective deterrent to inappropriate behaviour and activity in assisting in maintain a safe and secure environment. Cameras also allow for effective means to which to manage operations and to remotely address issues such as security alarms that have ben activated.

Each proposed camera position/location will be assessed on a case-by-case basius to determine the effects the video monitoring system may have on personal privacy. The Township will take all reasonable steps to mitigate any adverse effects that may be caused by the camera position/location. No camera will be placed so that it views into an areas where individuals have an expectation of privacy such as washrooms, changerooms or employee lunchrooms.

5.2 Signage

The Township will provide notice that an area is under video monitoring. Signage will be installed in a clearly visible location at all facilities that are subject to monitoring. The signage will advise all persons entering the facility that the facility is under video monitoring, and will provide a contact for more information.



5.3 Approval

All positions/locations for cameras and signs will require the approval of supervisor responsible for the facility in which the video monitoring equipment is located in consultation with the CAO/Clerk.

5.4 Maps and Floor Plans for Video Monitoring Cameras

The supervisor responsible for the facility in which the video monitoring equipment is located will ensure that maps/floor plans are prepared to identify the location of video cameras, video monitoring monitors and other video monitoring equipment located at the facility. The supervisor will retain a copy of such maps and floor plans and provide a copy to the CAO/Clerk.

6.0 Operation of Video Monitoring System

To ensure the ongoing privacy of employees and the public at large, only authorized persons shall monitor live video monitors. The supervisor of a facility in which video monitoring equipment is located shall designate those persons permitted to monitor live video monitoring recordings and shall maintain a list of all persons so authorized.

A person authorize to view live video monitoring recordings shall not permit members to of the public or other unauthorized persons to view live video monitoring recordings.

If staff authorized to monitor live video recordings have reason to believe that the video recording contains relevant information for law enforcement or public safety purposes, they shall notify the supervisor responsible for the facility immediately, who in turn will advise the CAO/Clerk directly. The CAO/Clerk will make every effort to ensure that the information is protected and not written over.

7.0 Use of Information Collected

The information collected through video monitoring systems will only be used to:

- Assess the effectiveness of safety and security measures at a particular facility;
- Investigate an incident involving the safety or security of people, facilities or assets;
- Provide law enforcement agencies with evidence related to an incident under police investigation;
- Provide evidence as required to protect the Township's legal rights;
- Respond to a request under MFIPPA
- Investigate an incident or allegation of serious employee misconduct; or
- Investigate an incident involving an insurance claim.

The Township will not use video monitoring systems to monitor or measure productivity of employees. Notwithstanding this, where video monitoring systems disclose that an employee has been involved in an activity that can be reasonable characterized as criminal in nature, may affect the Township's reputation, or may present a possible legislation or policy violation, the



Township reserves the right to use the video monitoring recordings to support investigations leading to possible discipline or discharge or as an investigative aid in any investigation arising out of such activity.

8.0 Record Management

This information collected through video monitoring is managed by the CAO/Clerk. All activities with respect to video monitoring recordings, including access to recordings and storage and disposal of recordings will be documented by the CAO/Clerk.

8.1 Retention of Video Monitoring Recordings

The retention period for video monitoring recording will by facility, number of video monitoring cameras at each facility and the video monitoring hardware used will vary. As storage devices become full, recordings are written over previously recorded information. The maximum standard retention period for video monitoring recordings is forty-five (45) days, unless required for related investigations.

Retention periods will be reviewed regularly to ensure that retention periods are minimized in order to reduce the risk of improper use and disclosure.

8.2 Creation and Retention of Video Monitoring Records

A record will only be created from the video monitoring for the purposes outlined in this policy . No other records will be created or retained. The CAO/Clerk is responsible for determining when a record will be created.

Records created from the video monitoring system shall be labeled, documented and securely stored in an access-controlled area by the CAO/Clerk.

9.0 Access

9.1 Access Restrictions

In accordance with MFIPPA access to the records created by video monitoring is restricted.

Access is limited to:

- Individuals responsible for the management of recordings or records of the video monitoring equipment;
- Individuals who have legitimate need to access the information for one of the purposes listed in the "Use of Information Collected" section of this policy;
- If required by police or in relation to litigation

9.2 Access Procedures

A request to access video monitoring recordings or records must be completed and submitted to the CAO/Clerk/



For all requests related to investigations of serious employee misconduct, the request must be completed and submitted to the CAO/Clerk.

Requests for access to recording or records shall be bound by and subject to MFIPPA and any other relevant legislation.

When access to a record is given, the following information will be logged for audit purposes:

- The date and time at which access was allowed or the date on which disclosure was made;
- The identification of the party who was allowed access or to whom disclosure was made;
- The reason for allowing access or disclosure;
- Details of the information to which access was allowed or which was disclosed including the date of the incident recorded and the location or vehicle number, if applicable, of the incident recorded; and
- Provisions for the return of the record or its destruction.

Anyone who is granted access to any record created through video monitoring systems will be required to sign a written agreement regarding their duties, obligations and responsibilities with respect to the use and disclosure of the record.

9.3 Exceptions to the Access Processes outlined in Section 9 are:

Employees permitted to monitor live video of the workplace, as outlined in Section 6.0 of this policy, as part of their regular ongoing responsibilities. These employees may rewind to view (but not create or record a video record) events within the same calendar day.

In urgent circumstances, supervisors may contact the CAO/Clerk directly requesting access to a video record. A written "Request to Access Video Monitoring Records" form will subsequently be submitted in a timely manner.

10.0 Ownership of Video Monitoring Recordings

All recordings created by means of video monitoring systems shall be the sole property of the Township of Billings and may not be taken, reproduced or destroyed for any reason without the prior permission of the CAO/Clerk in accordance with the Township's Records Retention Policy.

10.1 Unauthorized Access and/or Disclosure

Any employee having knowledge of unauthorized access or disclosure or video monitoring recording or record created from video monitoring systems must immediately report the incident to the CAO/Clerk.



The CAO/Clerk will report any breaches or privacy and unauthorized viewing or disclosure and take all reasonable actions to recover the record and limit the Township's exposure.

Any breaches of privacy and unauthorized viewing or disclosure of information as set out in this policy may result in disciplinary action up to and including termination of employment.

DRAFT



Appendix 'A' – Law Enforcement Officer Request Form
RELEASE OF RECORD TO LAW ENFORCEMENT AGENCY

Under Section 32 (g) of the Municipal Freedom of Information and Protection of Privacy Act

TO: The Township of Billings

I, _____ of the _____
(Name) (Police Force)

Request a copy of the following record(s):

Time Period: _____ to _____

Township Facility _____

to aid an investigation undertaken with a view to a law enforcement proceeding or from which a law enforcement proceeding is likely to result.

I confirm that the record will be destroyed by _____ after use by the agency.

Signature Date

Return completed original forms to the CAO/Clerk of the Township of Billings, 15 Old Mill Road, Kagawong, ON

Personal information is collected under the authority of the Municipal Act, 2001, S.O. 2001, c.25 for the purpose of creating a record relating to the release of video surveillance record to law enforcement agency. Questions about the collection may be addressed to the Deputy Clerk of the Township of Billings 15 Mill Road, Kagawong (705) 282-2611.



Appendix 'B' – Review of Record by Staff Form
RELEASE OF RECORD TO TOWNSHIP STAFF

Under Section 32 (d) of the Municipal Freedom of Information and Protection of Privacy Act

TO: The Township of Billings

I, _____ of the _____
(Name) (Department)

Request a copy of the following record(s):

Time Period: _____ to _____

Township Facility _____

to aid in a review undertaken to ensure the safety and security of the Township's employees, clients, visitors and property.

Describe the circumstances

Signature Date

Return completed original forms to the CAO/Clerk of the Township of Billings, 15 Old Mill Road, Kagawong, ON

Review Approved _____ Date _____

Personal information is collected under the authority of the Municipal Act, 2001, S.O. 2001, c.25 for the purpose of creating a record relating to the release of video surveillance record to a staff member. Questions about the collection may be addressed to the Deputy Clerk of the Township of Billings 15 Mill Road, Kagawong (705) 282-2611.



COUNCIL REPORT

Department: Public Works

Date: January 16, 2024

Report Number PW-2024-01-01

File: Vulnerable Road User Campaign Partnership

Attachment: Sign illustration

Staff Recommendation:

THAT the Township of Billings Council hereby approves Report PW-2024-01-01 AND approves partnering with Sudbury and District Health Unit in the vulnerable road user campaign.

Background:

Public Health Sudbury & Districts (Mindemoya Office) is working on a vulnerable road users' campaign which aims to help remind drivers to slow down and pay more attention while driving through our communities.

The signs have been developed and they are looking for partnership for distribution throughout Manitoulin Island. The campaign will launch in early spring.

Details of the campaign:

- Signs are printed on chloroplast with step stakes and are similar to election signs (metal frame that sticks in the ground)
- Signs are 24" x 16" double sided (image attached)
- Early spring dissemination (March/April, depending on when the snow leaves)
- Residents who are interested in a sign can have one at no cost
- Possible pick-up location in each municipality (e.g. Municipal office, library)
- Signs are given out first come first served
- There will be a small survey that comes with the sign we hope recipients will fill out to help inform planning on the go forward
- Looking to partner on advertising of the campaign (where and when to pick up a sign)

Discussion:

The request was circulated with staff, and staff have no concerns should Council wish to partner in the campaign.

Financial Impacts:

There are no costs associated with the program.

Alignment to Strategic Plan:

There is no alignment to the Strategic Plan

Alignment to the CEEP:

There is no alignment to the CEEP

Respectfully Submitted by: Emily Dance, CAO/Clerk

**WATCH FOR
US WHEN
DRIVING**



Public Health
Santé publique
SUDBURY & DISTRICTS

**ATTENTION
À NOUS AU
VOLANT**



Public Health
Santé publique
SUDBURY & DISTRICTS



COUNCIL REPORT

Department: Public Works

Date: January 16, 2024

Report Number PW-2024-01-02

File: Monument Road Speed Limit Petition (2)

Staff Recommendation:

THAT the Township of Billings Council hereby approves Report PW-2024-01-02 AND approves the reduced speed from 80km/h to 60km/hr for the 3 km section of Monument Road between John Street to the Central Manitoulin boundary AND FURTHER authorize the appropriate By-Law coming forward.

Background:

At the October 17, 2023 Council meeting, Council received a petition from the property owners on Monument Road requesting that the speed limit be reduced from 80km to 60km on the 3km section of road between John Street to the Central Manitoulin boundary.

Council received the petition and directed staff to consult with Central Manitoulin and the OPP for any concerns prior to committing to any speed reduction.

Discussion:

Letters were sent to the Municipality of Central Manitoulin and the OPP communications centre.

Central Manitoulin provided the following comments

On November 7, 2023 the letter was presented to the Road Committee for Central Manitoulin with the following resolution:

MOTION: D. STEPHENS AND MITCHELL

That we receive the information provided by the Township of Billings regarding the speed limit on Monument Road and to forward this information to the OPP...carried.

The OPP did not provide any comment.

With no concerns raised, staff is recommending that the speed limit be reduced from 80km to 60km on the 3km section of road between John Street to the Central Manitoulin boundary AND that the appropriate By-Law be brought forward and the signage be ordered. Should Council support the recommendation, it is suggested that the reduction take place in the spring to allow for the installation of signs and that the appropriate notice be given.

Financial Impacts:



New signs (2) and posts approximate cost \$500.

Alignment to Strategic Plan:

Continue to develop and implement long-term roads maintenance and improvement.

Alignment to the CEEP: No alignment.

Respectfully Submitted by:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Municipal Project Management / Treasury

Date: January 16, 2024

Report Number MPM-2024-01-01 / TR-2024-01-04

File: Fire Hall Renovation Project Completion / Infrastructure Ontario Debenture

Staff Recommendations:

THAT the Township of Billings Council hereby approves Report MPM-2024-01-01 / TR-2024-01-04 AND approves the OILC Debenture in the amount in the amount of \$890,198.93, at an interest rate of 4.53% p.a (compounded semi-annually) for a term of 30 years closing on February 1, 2024 AND FURTHER authorizes the appropriate By-Law coming forward on tonight's agenda.

Background:

Fire Hall Project

The previous Billings Firehall, constructed in approximately 1978, had been the subject of concern to Council for some years. This concern was given further credence through the municipal-wide comprehensive facility condition assessments that the Township had completed in 2017 (report issued in early 2018). However, given competing priorities, lack of consensus on whether the fire hall should be repaired/renovated, rebuilt, or included in the pursuit of some larger combined facility, meant that it was autumn of 2021 when the municipality initiated a scoping of the fire hall situation, with the purpose of providing Council with enough information to allow a fundamental choice to be made from the following options:

1. Renovate the existing hall
2. Demolish the existing hall and build a new hall, of essentially the same dimensions and configuration, on the same site
3. Construct a new hall, with different dimensions, configuration and specifications, and on a different site

Financing

On April 19, 2023, Council passed By-Law No. 2023-24 authorizing the submission of an application to Ontario Infrastructure and Lands Corporation (OILC) for financing of the Firehall Project and authorized temporary borrowing to meet expenditures in connection with such capital works and to authorize long-term borrowing for the capital works through the issue of a debenture.

Discussion:

Fire Hall Project

The scoping report, and the options presented within it, were discussed at special meeting of Council on January 27th, 2022. At that time, Council chose to renovate the existing hall, and directed staff to take steps to pursue that option.



- An RFP for full project engineering services was issued in late spring, 2022, with an engineering firm selected by early summer.
- The construction (renovation) RFP was issued by mid-summer, and the contractor, Quinan Construction Ltd. was selected by the end of August.
- Renovation work began with fire department move-out in early October.
- By mid-November, interior removals and the beginnings of window lintel repair work revealed serious structural concerns in the existing hall.
- In spite of collaborative efforts on the part of the project engineers and contractor, a cost-effective solution for continuing the project as a renovation was not found, and it was recommended to demolish the existing hall and rebuild from the floor/footings. This involved some additional design, as well a additional abatement related to the hazardous materials in the masonry walls.
- Reconstruction began in early Spring 2023, and the building was substantially complete by early December 2023.

Financing – Debenture By-Law

Now that the project is complete, the Township is in the position to move forward with the financing debenture. Attached under item 11.2 of the agenda is the debenture By-law. As part of the process our Municipal Solicitor Steven Watt has reviewed the debenture by-law, debenture certificate and the required supporting certificates from the Treasurer and Clerk. Upon signing of the By-Law from the Mayor and Clerk the documents will be forwarded by Mr. Watt to Infrastructure Ontario which will be held in escrow until he authorizes the release on the closing date of February 1, 2024.

Financial Impacts:

Date	Description	Revenue	Engineering Expense \$	Construction Expense	Miscellaneous Expense
16Aug22	Transfer from Reserves	\$200,000			
16Aug22	Re-Allocate from Pedestrian Bridge Project	\$58,000			
04Jul23	NOHFC Grant	\$719,647			
15May23	Infrastructure Ontario – Advance	\$200,000			
01Feb24	Infrastructure Ontario Debenture	\$690,198.93			
16Jun22	Tulloch - Original Contract		\$94,920		
04Apr23	Tulloch – Amendment for Demolition / Reconstruction		\$77,970.00		
16Aug22	Quinan -Original Contract Price			\$1,042,000	



10Feb23	CCO #001 (abatement and demolition)			\$151,000	
10Feb23	CCO #002 (Foundation / Wall)			\$370,800	
29Jun23	CCO #002B (original renovation extras)			\$14,699.04	
28Jun23	CCO #003 (delay costs)			\$65,888.30	
31Jul23	CCO #004 (Add'l Electrical)			\$13,187.97	
06Dec23	CCO #005 (Wastewater – 91 Main)			\$17,708.25	
Oct 2022 – Dec 2023	Storage Costs JK Automotive				\$2,796.75
04Oct2022	Dad's Sales and Service (Sea can)				\$1,412.50
13Dec2023	Bunker Gear Storage Lockers				\$12,027.92
09Aug2023	Appliances				\$3,435.20
	Totals	\$1,867,845.93	\$172,890	\$1,675,283.56	\$19,672.37
	Net		\$0.00		

Alignment to Strategic Plan:

Continue to pursue rational, cost-effective, and efficient use of municipal property, buildings, and facilities, to maximize the availability of public space, in the context of the results of the structural condition assessment report.

Alignment to the CEEP:

There is no direct alignment with the CEEP.

Respectfully Submitted by:

Todd Gordon, MPM, and Emily Dance, CAO/Clerk

Reviewed By:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Treasury

Date January 16, 2024

Report Number: TR-2024-01-01

File: Township of Billings Water System Financial Plan 2021-2027 – Old Mill Waterline project

Attachments: Water System Financial Plan 2021-2027

Recommendation:

THAT the Township of Billings Council hereby receives for information Report TR 2024-01 -01

Background:

In accordance with the requirements of licensing the water system under O. Reg 453/07, the Township must provide a water system financial plan. In 2011, the Township obtained the services of DFA Infrastructure International Inc. to develop a water system financial plan. This plan covered a six-year period and has subsequently been updated in house by staff in 2015 (2016-2021) then the current water financial plan approved in 2020 that covers 2021-2027.

The Township does not have a current water rate study or water asset management plan; therefore, the information included in the water system financial plan is a high-level assessment of the revenue that would be required to cover costs undertaken for the seven-year period for the sole purpose of preparing the financial projections for the report to comply with the licensing regulations.

Extreme caution should be taken when reviewing the report as the projections do not consider all financial factors that need to be fully assessed for the operation of the Kagawong Water System including: the actual revenues and expenses, actual number of water users, life-cycle costs, asset replacement cost requirements, water conservation, water accounts in arrears, unexpected inflation costs, and unforeseen emergency repairs and maintenance.

Discussion:

As directed by Council at the December 12, 2023, Special Meeting of Council a Municipal Owned Water System Policy with respect to the operations and financing of municipal water system will be brought forward in the second quarter of 2024 including engagement with the water users and full details on the water bank account.

General information is being provided in this report on the Water System Financial Plan 2021-2027 and its impact on the Old Mill Waterline Project.

The 2021-2027 Water System financial plan made reference to the Old Mill Waterline Project. On page 6 of the financial plan it states "it is estimated that capital expenditures over the next seven years for the water treatment plant will be \$181,000 and capital expenditures for the



water distribution system will be \$1,385,100 with \$369,406 being funded by the water users” In this context “water users” was intended to be to the benefiting properties on Old Mill Road only.

This is the same method that was used for the Upper Kagawong Water Extension project in 1995 (By-Law No. 95-09) where only the benefiting properties were responsible for the costs.

Flat Rate Fees- Water Levy

Every year a report is brought to Council to approve the water levy for properties that currently receive water, (For 2023 Report TR-2023-06-07, June 20, 2023) with a modest 1.5% increase proposed over the previous year.

This represents the estimated annual revenues required for the general operation of the water plant and low lift station including minor and major capital upgrades to these systems and any other emergency expenses that may occur. Information is provided to the Township from OCWA in a ten-year operating / Capital Plan at the time of drafting the water system financial plan. Examples of operating and maintenance expenses include: updates to SCADA Computer Terminal, replacement of chlorine and chemical pumps, water analysis, screen cleaning at lift station, tower membrane replacement etc.

As stated in the water system financial plan any surplus would be transferred to the water capital bank account at the end of the year and a deficit would be offset by a transfer from the same account only if there are sufficient funds available.

It is important to clarify that it is only the active water users on the Kagawong Water System that pay the water levy that contributes to the “water bank account”. “Benefiting property” owners include properties that may derive a benefit in the future (i.e vacant properties) are being considered for the capital cost recovery By-Law for the Old Mill Road Waterline. To be clear, not all benefiting properties pay the water levy or have contributed to any surplus in the water bank account.

As explained in report TR-2023-11-15 the capital cost recovery method was used in the past, whereby benefiting properties were charged for the construction of the low lift pumping station (By-Law No. 85-13) and, the construction of the water tower (By-Law No. 2009-11).

Financial Impacts:

The water system capital bank account balance as of December 31, 2023, is \$364,493.33.

Alignment to the Strategic Plan

The finances of the Township directly impact the Strategic Plan

Alignment to the CEEP

There is no alignment to the CEEP

Respectfully Submitted By:

Emily Dance, CAO/Clerk



TOWNSHIP OF BILLINGS

WATER SYSTEM FINANCIAL PLAN 2021-2027

Municipal Drinking Water Licence No. 255-101

Kathy McDonald

2/24/2020

Contents

- 1. INTRODUCTION 4
 - 1.1 Background 4
 - 1.2 Purpose 4
- 2. Regulatory Requirements 4
- 3. Key Considerations..... 5
 - 3.1 Projections 5
 - 3.2 Customer Growth and Consumption 5
 - Customer Growth Table 6
 - Consumption estimate 6
 - 3.3 Operations & Maintenance (O&M) Cost Projections 6
 - Operation and Maintenance Cost Projections 7
 - 3.4 Capital Plan..... 7
 - Eight Year Capital Forecast 8
 - 3.5 Revenue Projections 8
 - Flat Rate Fees 2021 – 2027 8
 - Annual Revenues Required 8
 - 3.6 Debt Repayment 8
 - 3.7 TCA Analysis 8
 - TCA Projections 9
 - 3.8 RESERVE BALANCES 9
 - Reserve Balances Water Bank Account 9
 - 3.9 LEAD SERVICE PIPE REMOVAL..... 10
- 4.0 FINANCIAL STATEMENTS..... 10
 - 4.1 Statement of Financial Position 10
 - Statement of Financial Position 11
 - 4.2 Statement of Operations 11
 - Statement of Operations 12
 - 4.3 Statement of Cash Flow 12
 - Statement of Cash Flows..... 13
 - 4.4 Data Sources 13
 - Financial Plan Data Sources 14

5.0 Conclusions & Recommendations 14
Appendix A: Requirements of Ontario Regulation 453/07 14

1. INTRODUCTION

1.1 Background

The Township of Billings (Township) provides drinking water to approximately 184 customers, including municipal connections, through its Drinking Water System and recovers its costs through annual flat fees charged to customers. The Township retains the services of the Ontario Clean Water Agency (OCWA) to operate the facility.

Under O. Reg 188/07, the Township obtained Drinking Water System Licence number 255-101 on May 24, 2011. The *Safe Drinking Water Act, 2002*, required the owner of a municipal system to apply for a renewal licence on or before November 21, 2015. This submission required an updated financial plan for at least six years beginning in 2016. The current Permit to Take Water for the Kagawong Drinking Water System was issued May 16, 2011 and expires on May 15, 2021. The deadline to renew the application is November 19, 2020. This is an updated financial plan for at least six years beginning in 2022.

1.2 Purpose

The primary purpose of this document is to present a water financial plan in accordance with the requirements of the licensing of the water system, as defined in O.Reg. 453/07 to allow the Township of Billings to fulfil its obligations under the drinking water licensing regulations for its Drinking Water System (Licence no. 255-101).

2. REGULATORY REQUIREMENTS

Regulation 188/07 under the *Safe Drinking Water Act, 2002*, requires Ontario municipalities to apply for and obtain drinking water system licences as part of their overall Drinking Water Quality Management System (DWQMS). One of the requirements for obtaining and renewing drinking water licences is preparing a financial plan in accordance with O.Reg. 453/07. In general, the financial plan must include financial statements for the following:

- The proposed or projected financial position of the drinking water system;
- The proposed or projected gross cash receipts and gross cash payments;
- The proposed or projected financial operations of the drinking water system; and
- Details on the extent to which the above information applies to the replacement of lead service pipes, if applicable.

Appendix A lists each requirement of the regulation and references the respective financial statements and other items that contain relevant information required under each item. The financial plan must apply to a period of at least six (6) years with the first year being the year the existing licence expires. In the Township's case the updated plan covers the period 2021 to 2027 inclusive. It is anticipated that this financial plan would be made available to the public at no charge and posted on the Township's website following final approval of the plan by resolution of Council. This will be confirmed through separate correspondence at the time of submission to the Ministry of Municipal Affairs and Housing (MMAH).

3. KEY CONSIDERATIONS

3.1 Projections

This section presents the projections for key items over the seven (7) year period and the assumptions used in order to prepare the financial plan. These include:

- Operations and Maintenance (O&M) cost projections;
- Capital Budget forecasts;
- Revenue requirements
- Debt Repayments;
- Tangible Capital Asset (TCA) projections; and
- Reserve Projections.

It should be noted that the Township does not have a current Water Rate Study from which future rates and other relevant information could be obtained. Therefore, a high-level assessment of the revenue that would be required to cover costs was undertaken for the seven (7) year period for the sole purpose of preparing the financial projections in this report. These projections do not consider all factors that may need to be fully assessed in a comprehensive rate study (e.g. life cycle costs, asset replacement requirements, water conservation etc.) Accordingly, it is recommended that the Township undertake a water rate study to fully assess and develop future rates and charges that consider all of the factors that influence the full cost of managing the water system and allow for sustainable financing over the long-term

3.2 Customer Growth and Consumption

The Township's existing 184 customers (including municipal connections) are projected to consume approximately 104,050 m³ of water in 2021, which is approximately 565 m³ per customer. The historical consumption in 2018 was 118,478.1 m³ (2019 projected consumption is 102,000 m³). The assumption made in preparing this financial plan is taking into consideration average consumption over the last five years.

Growth is expected to be approximately one (1) new customer added to the Billings Drinking Water System each year. These would consist of all flat fee customers and estimating a 1.01% increase in consumption per year due to growth.

Customer Growth Table

Description	2021	2022	2023	2024	2025	2026	2027
Total Customers	186	187	188	189	190	191	192
No of new customers	1	1	1	1	1	1	1

Consumption estimate

	2021	2022	2023	2024	2025	2026	2027
Annual Consumption	104050	105090	106140	107200	10828	109360	110450
% Increase	1%	1%	1%	1%	1%	1%	1%

3.3 Operations & Maintenance (O&M) Cost Projections

The Township's annual operating budget includes costs related to the following;

- Water system operations and maintenance costs;
- Transfers to capital reserves; and
- Debt servicing costs

A portion of these costs is offset by various non-rate revenues and recoveries.

The assumptions used in arriving at the projection of the gross costs and non-rate revenues over the seven (7) year period from 2021 to 2027 are as follows:

- The gross annual costs increase by approximately 2% per year and maintenance projections were provided by Ontario Clean Water Agency (OCWA);
- Any year-end surplus would be transferred to the water capital bank account at the end of the year. A deficit would be offset by a transfer from the same account only if there are sufficient funds available;
- The existing capital bank account would be used to finance future capital expenditures. An annual averaged amount of \$95,790 would accumulate in the water capital bank account or investment account. This would allow for a more stable revenue and rate increase in the future. However, as previously noted, a more comprehensive rate study would be necessary to properly identify future rates and reserve contributions including those required for life cycle asset replacement. *It is estimated that capital expenditures over the next seven (7) years for the Water Treatment Plant will be \$181,000 and capital expenditures for the water distribution system will be \$1,385,100 with \$369,406 being funded by the water users; and,*
- The non-rate revenues are expected to fluctuate slightly due to changes in water account interest revenue.

The following table summarizes the gross operating costs and net costs to be recovered from the annual flat rate fees:

Operation and Maintenance Cost Projections

	2021	2022	2023	2024	2025	2026	2027
Total O&M	181600	177511	182182	174663	173854	198306	180788
Annual increase %							
Transfer to Capital account	80875	87716	88364	101304	108866	90100	113303
Gross Annual Costs	262486	265227	270546	275967	282720	288406	294091

Non-Rate Revenues

Non-Rate Revenue	3800	3850	3850	3860	3910	3910	3915
Capital Account Interest	2600	200	200	200	1500	1500	1500
Water Levy Interest	4800	4800	4800	4850	4850	4900	4900
Water Capital Interest							
Non Rate Revenues	11200	8850	8850	8910	10310	10260	10315

Net Operating Expenses to be covered by rates

251286 256377 281377 267057 272410 278146 283776

3.4 Capital Plan

The Township's capital budget forecast identifies projects to be undertaken between 2021 and 2027. The water treatment plant projects and costs noted are taken from the Ontario Clean Water Agency's capital budget forecast. The assumption is that the Township will be successful in their funding application for the replacement of the water line on Old Mill Road.

Eight Year Capital Forecast

	2021	2022	2023	2024	2025	2026	2027	2028
Treatment Plant Capital					21,000		100,000	60,000
Waterline Upgrades/replace	1,144,335	207,765						

3.5 Revenue Projections

Each year the township adjusts its fees and charges to customers such that the annual costs are covered. The flat rate fees for 2020 were \$1331. User fees are set to increase at 1.5% per year.

Flat Rate Fees 2021 – 2027

	2021	2022	2023	2024	2025	2026	2027	2028
Flat Rate Per Unit	1351	1371	1392	1413	1434	1456	1478	1500
Annual % Increase	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%

The annual revenues required were projected by increasing prior year’s revenue such that the annual costs would be recovered and an annual surplus set aside for capital projects would be achieved.

Annual Revenues Required

	2021	2022	2023	2024	2025	2026	2027	2028
Water Rate Revenues	251,286	256,377	261,696	267,057	272,460	278,096	283,776	289,500

3.6 Debt Repayment

The Township has no existing debt related to the water system. It is assumed that no debt would be incurred during the period (i.e. no internal or exterior loans for capital projects) in keeping with the Township’s current approach to capital financing.

3.7 Tangible Capital Asset (TCA) Analysis

The Township’s PSAB 3150 TCA data was used to develop the financial information related to the Township water assets which include:

- Linear Assets;
- Service Connections;

- Fire Hydrants; and,
- Facilities

The TCA projections for the study period are presented based on the following assumptions:

- Amortization of existing assets is based on the Township’s Tangible Capital Asset Policies and Procedures. Amortization of new assets is based on straight line depreciation beginning the year of acquisition;
- Historical costs, life expectancy and useful remaining life as per the PSAB 3150 data;
- Fully depreciated assets continue to be used in service, *i.e.*, no asset removals; and,
- It should be noted that the Township does not have a comprehensive rate study that would typically be analyzed as part of TCA analysis.

TCA Projections

TCA	2021	2022	2023	2024	2025	2026	2027
Historical Cost	7,478,241	8,863,340	8,863,340	8,863,340	8,863,340	8,863,340	8,863,340
Accumulated Depreciation Jan 1	1,810,638	1,975,999	2,153,266	2,330,533	2,507,800	2,685,800	2,862,867
Depr. Exp	165,361	177,267	177,267	177,267	177,267	177,067	177,067
Acc Depr Dec 31	1,975,999	2,153,266	2,330,533	2,507,800	2,685,067	2,862,867	3,039,934
Net Book Value	7,052,703	6,710,074	6,532,807	6,255,540	6,178,273	6,000,473	5,823,406

3.8 Reserve Balances

The projected transfers to and from the Capital Reserve and the Operating Reserve and their respective balances are presented below. As noted, the revenue increases over the period are set to achieve an annual surplus that would be transferred to the water capital account at year end. The operating surplus and the capital surplus are combined into the water capital account for ease of administration.

Reserve Balances

Water Bank Account

	2021	2022	2023	2024	2025	2026	2027
Opening Balance	286,470	53,200	85,641	174,205	275,709	365,095	456,695
Transfer In	80,875	87,716	88,364	101,304	108,886	90,100	113,300
Funding Fed/Prov	862,990	152,290	0	0	0		0
Interest In	200	200	200	200	1500	1500	1500
Transfer out - capital	1,177,335	207,765	0	0	21,000	0	100,000
Closing balance	53,200	85,641	174,205	275,709	365,095	456,695	471,495

3.9 Lead Service Pipe Removal

Based on information provided by Township records, there are no lead pipes to be replaced. Therefore, the financial statements do not include costs associated with pipe removal.

4. FINANCIAL STATEMENTS

The financial plan involves the review, analysis and assessment of financial information relevant to the Township's water system including costs, revenues, debt, cash transactions and Tangible Capital Assets (TCA) to prepare the following three (3) financial statements covering the period 2021 to 2027 as required under O.Reg. 453/07:

- Statement of Financial Position;
- Statement of Operations; and,
- Statement of Cash Flow

4.1 Statement of Financial Position

The Statement of Financial Position is presented in the following table. This statement summarizes the Township's water-related financial and non-financial assets (Tangible Capital Assets- TCA), liabilities and provides the net debt position and accumulated surplus related to managing the water system. The financial assets are primarily cash balances in the water account at the beginning of 2021.

The non-financial assets (TCA) include the Township's water infrastructure and facilities. The historical costs are amortized over the asset life to arrive at the net book value (NBV) each year from 2021 to 2027. New assets are added in the years acquired or built. Contributed assets are primarily new infrastructure and facilities transferred to the Township's ownership and control by developers as they are completed. A precise value and timing of contributed assets are unknown and future adjustments may be required to the Township's TCA value as these assets are contributed. It is assumed that other non-financial assets such as inventory and prepaid expenses are zero.

In general, the Statement of Financial Position (*i.e.*, the accumulated surplus) provides an indication of the financial resources available to the Township for managing its water system. The accumulated surplus is projected to decrease from approximately \$7,103,000 in 2021 to \$6,291,000 in 2027. These projections assume that no debt would be incurred over the period.

Statement of Financial Position

	2021	2022	2023	2024	2025	2026	2027
Financial Assets							
Cash, Receivables and Investment	53,200	85,641	174,205	275,709	365,975	456,695	471,495
Total Financial Assets	53,200	85,641	174,205	275,709	365,095	456,695	471,495
Financial Liabilities							
Accounts Payable & Deferred Rev							
Long Term Liabilities							
Total Financial Liabilities							
Net Financial Assets (Net Debt)	53,200	85,641	174,205	275,709	365,095	456,695	471,495
Non-Financial Assets							
Tangible Capital Assets	7,478,241	8,863,340	8,863,340	8,863,340	8,863,340	8,863,340	8,863,340
Accumulated Amortization	1,975,999	2,153,266	2,330,533	2,507,800	2,685,273	2,862,868	3,039,934
Total Non Financial Assts	7,105,903	6795715	6707012	6531049	6541868	6454168	6291901
Accumulated Surplus	7,105,903	6,795,715	6,707,012	6,531,049	6,541,868	6,454,168	6,291,091

4.2 Statement of Operations

The Statement of Operations is presented in the table below. It summarizes the annual revenues and expenses associated with managing the Township's water system. It provides a report on the main transactions that occur during each year that have an influence on the accumulated surplus. The annual surplus/deficit are also shown. These main revenue items included are:

- Revenues for the flat fees; and,
- Other revenues (administration fees, government grants, interest, etc.)

The main expense items are:

- The annual cost of operating and maintaining the water systems; and
- Amortization expenses on existing and added TCA

This statement suggests that the current rates and revenues do not include amounts to offset the annual depreciation of assets which is approximately \$177,267 per year.

Statement of Operations

	2021	2022	2023	2024	2025	2026	2027
Water Revenue							
Flat Rate Revenue	251,286	256,377	261,696	267,057	272,460	278,096	283,776
Other Revenue	11,200	8,850	8,850	8,910	10,260	10,260	10,315
Total Revenue	262,486	265,227	270,546	275,967	282,720	288,406	294,091
Water Expenses							
Gross O & M Expenses	262,486	265,227	270,546	275,967	282,770	288,406	294,091
Non TCA Capital Expenses							
Total Operating Expenses	262,486	265,227	270,546	275,967	282,770	288,406	294,091
Interest on Debt	0	0	0	0	0	0	0
Amortization (depreciation)	165,361	177,267	177,267	177,267	177,267	177,267	177,267
Total Expenses	427,847	442,494	447,813	452,813	460,037	465,623	471,358
Annual surplus/ Deficit	-165,361	-177,267	-177,267	-177,267	-177,267	-177,267	-177,267
Accu. Surplus Deficit Jan 1	5,667,603	7,052,703	6,875,436	6,532,807	6,532,807	6,178,273	6,000,473
Accu. Surplus Deficit Year end	7,052,703	6,710,074	6,532,807	6,255,540	6,178,273	6,000,473	5,823,406

4.3 Statement of Cash Flow

The Statement of Cash Flow is presented below. This statement summarizes the main cash inflows and outflows related to the water system in four (4) main areas – operations and maintenance, capital, investing and financing, and shows changes in cash.

The operations and maintenance cash transactions begin with the surplus or deficit in revenues identified in the Statement of Operations. This figure is adjusted to remove the non-cash items that were included as revenues or expenses (e.g., amortization expenses). The capital section indicates the amounts spent to acquire capital assets (TCA) or received from the sale of assets. In the Township's case, it is assumed that there will be no assets sold to generate cash. The financing section identifies the funds received from long-term debt as cash inflows and the portion of debt repaid as outflows. In the

Township’s case there is no debt or proceeds from debt. The cash and cash equivalents are projected to increase by \$418,000 from 2021 to the end of 2027. As previously noted, it is recommended that a rate study be undertaken to assess the full costs of managing the water system and establish rates and revenues that are designed to recover the full costs and sustain water system financing over the long term.

Statement of Cash Flows

	2021	2022	2023	2024	2025	2026	2027
Cash Provided by:							
Operating Activities							
Annual Surplus/Deficit	-165,361	-177,267	-177,267	-177,267	-177,267	-177,267	-177,267
Non-Cash Items							
Amortization	165,361	177,267	177,267	177,267	177,267	177,267	177,267
Net Change Operation Activities cash	0	0	0	0	0	0	0
Capital Activities							
Purchase of TCA	1,177,335	207,765	0	0	21,000	0	100,000
Net Change in Cash used in Capital Activities	1,177,335	207,765	0	0	21,000		100,000
Financing Activities							
Proceeds from Gov funding	862,990	152,290	0	0	0	0	0
Repayment of Long term debt	0	0	0	0	0	0	0
Net Change in Cash Used for future TCA	81,075	87,916	88,564	101,504	110,386	91,600	114,800
Net Change in Cash	81,075	87,916	88,564	101,504	110,386	91,600	114,800
Net Change Cash & cash equiv.	0	0		0			
Cash & Equiv at beginning of Year	286,470	53,200	85,641	174,205	275,709	365,075	456,675
Cash & Equiv at End of Year	53,200	85,641	174,205	275,709	365,075	456,675	471,475

4.4 Data Sources

The primary sources of data used to prepare this financial plan are listed in the following table. In addition, information was developed with information from Township staff, as required.

Financial Plan Data Sources

Item	Data Source
Asset Life Expectancy	Township TCA Policy Information provided by Township Financial Report
Asset Value	Township TCA Policy Information provided by Township records (auditor)
Customers	Information provided by Township records
Water Volumes	Information provided by yearly Kagawong water report
Growth	Estimate provided by Township staff
O & M Costs	Township's Annual Budget and staff and OCWA forecast
Capital Costs	Township's capital budget forecast Information provided by OCWA
Debt	Information from Township records
Investments, Reserve Balanced	Information from Township records

5. CONCLUSIONS & RECOMMENDATIONS

The following are the main conclusions and recommendations:

- The annual net cost to be covered from water charges is projected to increase from \$251,000 in 2021 to \$284,000 by 2027;
- The bank account balances are projected to increase from \$53,200 in 2021 to \$471,000 in 2027;
- The net book value (NBV) of the Township's water system is projected to increase from approximately \$5,667,603 in 2021 to \$5,823,406 in 2027.
- Water Asset Consumption ratio increases by approximately six percent between 2021 and 2027;
- That the Water Financial Plan No. 255-101 be approved and submitted to the Ministry of Municipal Affairs and Housing (MMAH) in accordance with the Drinking Water System Licence renewal requirements and O. Reg. 453/07; and
- That a copy of the Water Financial Plan No. 255-101 be posted on the Township's website.

Appendix A: Requirements of Ontario Regulation 453/07

	Requirements	How Requirements are Met
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1.	<p>The financial plans must be approved by a resolution that is passed by,</p> <p>i. The council of the municipality if the owner of the drinking water system is a municipality.</p> <p>ii. The governing body of the owner, if the owner of the drinking water system has a governing body and is not a municipality</p>	<ul style="list-style-type: none"> • It is expected that Council will approve the updated financial plan • N/A
2.	<p>The financial plans must apply to a period of at least six years.</p>	<ul style="list-style-type: none"> • Applies for six years from 2021 to 2027 inclusive
3.	<p>The first year to which the financial plans must apply must be the year determined in accordance with the following rules:</p> <p>i. If the financial plans are required by subsection 2, the first year to which the financial plans must apply must be the year in which the drinking water system’s existing municipal drinking water licence would otherwise expire.</p> <p>ii. If the financial plans are required by a condition that was included in the drinking water licence under subsection 1. (3), the first year to which the financial plans must apply must be the later of 2010 and the year in which the first licence for the system was issued.</p>	<ul style="list-style-type: none"> • The first year of the updated financial plan is 2021. • N/A
4.	<p>Subject to subsection (2), for each year to which the financial plans apply, the financial plans must include the following</p> <p>i. Details of the proposed or projected financial position of the drinking water system itemized by:</p> <p>a. Total financial assets</p> <p>b. Total Liabilities</p> <p>c. Net financial assets (debt)</p> <p>d. Non-financial assets that are tangible capital assets, tangible capital assets under construction, inventories of supplies and prepaid expenses.</p>	<ul style="list-style-type: none"> • See Statement of Financial Position table for the water system • See Statement of Financial Position for the water system • See Statement of Financial Position for the water system • See Statement of Financial Position • See Statement of Financial Position • See Statement of Financial Position

<p>e. Changes in tangible capital assets that are additions, donations, write downs and disposals.</p> <p>ii. Details of the proposed or projected financial operations of the drinking water system itemized by,</p> <p>a. Total revenues, further itemized by water rates, user charges and other revenues</p> <p>b. Total expenses, further itemized by amortization expenses, interest expenses and other expenses</p> <p>c. Annual surplus or deficit</p> <p>d. Accumulated surplus or deficit</p> <p>iii. Details of the drinking water system’s proposed or projected gross cash receipts and gross cash payments itemized by,</p> <p>a. Operating transactions that are cash received from revenues, cash paid for operating expenses and finance charges</p> <p>b. Capital transactions that are proceeds on the sale of tangible capital assets and cash used to acquire capital assets</p> <p>c. Investing transactions that are acquisitions and disposal of investments</p> <p>d. Financing transactions that are proceeds from the issuance of debt and debt repayment</p> <p>e. Changes in cash and cash equivalents during the year</p> <p>f. Cash and cash equivalents at the beginning and end of the year.</p> <p>iv. Details of the extent to which the information described in subparagraphs I, ii, and iii relates directly to the replacement of lead service pipes as defined in section 15.1-3 of Schedule 15.1 to Ontario Regulation 170/03 (Drinking Water Systems), made under the Act.</p>	<ul style="list-style-type: none"> • See Statement of Financial Position • See Statement of Operations • See Statement of Operations • See Statement of Operations • See Statement of Operations • See Statement of Operations • See Statement of Operations • See Statement of Cash Flow • See Statement of Cash Flow • See Statement of Cash Flow • See Statement of Cash Flow • See Statement of Cash Flow • See Statement of Cash Flow • See Statement of Cash Flow • See Statement of Cash Flow • There are no lead service pipes to be changed in the Township of Billings. Therefore, the information in the Financial Plan does not include lead service pipe replacement
<p>5. The owner of the drinking water system must</p>	

	<p>i. Make financial plans available, on request, to members of the public who are served by the drinking water system without charge,</p> <p>ii. Make the financial plans available to members of the public without charge through publication on the internet, if the owner maintains a website on the internet</p> <p>iii. Provide notice advising the public of the availability of the financial plans under subparagraphs I and ii, if applicable, in a manner that, in the opinion of the owner, will bring the notice to the attention of members of the public who are served by the drinking water system.</p>	<ul style="list-style-type: none"> • This will be done by the municipality following Council approval. • The financial plan will be placed on the website following Council approval and made available at no charge. • A notice will be issued following Council approval
6.	<p>The owner of the drinking water system must give a copy of the financial plans to the Ministry of Municipal Affairs and Housing. O. Reg. 453/07 s.3(1)</p> <p>Each of the following sub-subparagraphs applies only if the information referred to in the sub-subparagraph is know to the owner at the time the financial plans are prepared.</p> <p>1. Sub-subparagraphs 4 i A, B and C of subsection (1)</p> <p>2. Sub-subparagraphs 4 iii A, C, E and F of subsection (1) O. Reg. 453/07, s.3 (2)</p>	<ul style="list-style-type: none"> • Will be submitted following Council approval. • The Financial Plan was prepared using available information and may not contain all desired items. Reasonable assumptions were made and these are noted in the Financial Plan. • The Financial Plan was prepared using available information and may not contain all desired items. Reasonable assumptions were made and these are noted in the Financial Plan. • The Financial Plan was prepared using available information and may not contain all desired items. Reasonable assumptions were made and these are noted in the Financial Plan.



COUNCIL REPORT

Title: Old Mill Road Waterline Cost Recovery (3)

Department: Treasury

Date: January 16, 2023

Report Number: TR-2024-01-02

File: E08-Old Mill Road Waterline Project

Attachment:

Correspondence -Letter to “Benefiting Property Owners” December 18, 2023

Public Correspondence

Randy Peters December 18, 2023

Diane Newlands January 3, 2024

Jay and Ina Swain January 8, 2024

Arik Theijsmeijer January 8, 2024

Steph Desjardins, January 11, 2024

Recommendation: THAT the Township of Billings Council hereby approves Report TR-2024-01-01 AND FURTHER approves the Old Mill Waterline Capital Cost Recovery By-Law coming forward on tonight’s agenda.

Background:

In 2022, the Township of Billings approved the removal and replacement of the Old Mill Watermain within the right-of-way of Old Mill Road for approximately 850 meters. The watermain is part of the Kagawong water distribution system.

The project was approved under the ICIP Green Stream funding which covered 73.33% of the project with the remaining 26.67% portion being municipal and eligible for capital cost recovery.

On November 7, 2023, Council was presented with options available for municipalities for capital cost recovery for the removal and replacement of the waterline based on the benefiting properties situated adjacent to the Old Mill Watermain replacement project who currently derive or may derive a benefit from its construction.

At that meeting, Council directed staff to bring forward a report comparing the cost allocation to Old Mill Rd. watermain benefiting properties only, with a cost allocation to *all* benefiting properties on the Kagawong Distribution System. Both calculations excluded those costs considered a benefit to all Billings taxpayers – i.e., road improvements. In addition, the report was to present financing options, including length of term. Finally, staff were directed to establish a special meeting for delegations from the public.



On December 12, 2023, a Special Meeting regarding the Old Mill Road Waterline project was held where Council approved:

1. Confirmed the expenditures considered a benefit to all taxpayers in the amount of \$241,353.67 be a project expense as included in the 2023 Township of Billings Budget (expenses excluded from the capital cost recovery total).
2. Approved the expenditures eligible for cost recovery for the Old Mill Road Waterline Project in the amount of \$207,997.37 (capital cost recovery total).
3. Defined a benefiting property as “A property adjacent to the Kagawong Water System who currently derives or may derive a benefit from the water system.”
4. Directed staff under Section 391 of the Municipal Act to bring forward a Capital Cost Recovery By-Law for the benefiting property owners across the entire Kagawong water distribution system.
5. Confirmed the expenditure of \$17,777.55 for the Township owned benefiting properties be a project expense as included in the 2023 Township of Billings Budget
6. Approved that the benefiting property owners be eligible to spread the cost over 4 equal payments in 2024/2025 at 0% interest AND shall become due and payable in four installments May 15, 2024, August 15, 2024, November 15, 2024 and February 15, 2025 (in line with the water levy billings).
7. Directed staff to bring forward a Municipal Owned Water System Policy with respect to the operations and financing of municipal water system in the second quarter of 2024 including engagement with the water users and the financials regarding the “water bank account.”

Discussion:

On December 18, 2023, a direct mailout (attached) was sent to all defined benefiting property owners (234 properties) across the entire Kagawong water distribution system explaining the project and the direction given at the December 12, 2023 Council meeting.

Public Input	Number
General Inquires (phone/e-mail/in-person)	3
Written Comments	5
Delegation Requests	0

A Water System Financial Information Report is attached to the January 16, 2024 agenda to clarify the relationship between the Water System Financial Plan and the Old Mill Road Waterline project. As directed by Council, a Municipal Owned Water System Policy will be brought forward in the second quarter of 2024.

This policy will recommend:

- Clear procedures on “Capital Projects and Major Upgrades” to the waterlines on the Kagawong Water System;



- Propose that a water system asset management plan and water rate study be completed;
- Propose the current water levy be broken down into operating and capital projects for the water plant and lift station for transparency for the current water users;
- Propose a capital levy that can be used to create a “water capital reserve” to offset capital costs associated with waterline replacements and upgrades for all benefiting properties;
- Communication and public engagement procedures.

Financial Impacts:

Old Mill Road Waterline Project	Actual Costs (excluding HST)	
Total Eligible Expenditures	\$1,684,855.76	
Ontario’s Maximum Contribution (33.33%)		\$561,562.42
Canada’s Maximum Contribution (40.00%)		\$673,942.30
Expenditures considered a benefit to all taxpayers		\$241,353.67
Total Expenditures for “Benefiting Property Owners” Cost Recovery		\$207,997.37
Total	\$1,684,855.76	\$1,684,855.76

Total Expenditures for “Benefiting Property Owners” Cost Recovery	\$207,997.37
Number of Properties	234
Total Per Property	\$888.88

Township Costs	
Expenditures considered a benefit to all taxpayers	\$241,353.67
Township owned Properties	\$17,777.55
Total	\$259,131.22

Alignment to Strategic Plan:

7. Continue to ensure the most efficient and effective operation of the municipal water treatment and distribution system for the Hamlet of Kagawong.

Alignment to the CEEP:

There is no alignment to the CEEP.

Respectfully Submitted By:

Emily Dance, CAO/Clerk



Old Mill Road Waterline Project – Cost Recovery Update

In 2022, the Township of Billings approved the removal and replacement of the Old Mill Watermain within the right-of-way of Old Mill Road for approximately 850 meters. The watermain is part of the Kagawong distribution system. The project was completed in the fall of 2023.

The project was approved under the Investing in Canada Infrastructure Program (ICIP) - Green Stream funding, which covered 73.33% of the project, with the remaining 26.67% portion being municipal and eligible for capital cost recovery.

What are the Project Costs?

Old Mill Road Waterline Project	Actual Costs (excluding HST)
Total Eligible Expenditures	\$1,684,855.76
Ontario's Maximum Contribution (33.33%)	\$561,562.42
Canada's Maximum Contribution (40.00%)	\$673,942.30
Municipal Costs - Cost Recovery (26.67%)	\$449,351.04

What is Cost Recovery?

Cost Recovery is a method that municipalities can use to pass a by-law to impose a fee for capital costs related to sewage or water services on property owners who will receive a benefit. The by-law does not have to be based upon frontages or assessed value, the municipality can impose a flat fee and equal fee on benefiting properties.

What is a benefiting property?

A benefiting property is a property adjacent to the Kagawong Water System who currently derives or may derive a benefit from the municipal water system. This includes vacant lots of record. You are being notified as your property is considered a benefiting property.

What about expenses that benefit all taxpayers?

Council approved expenses considered a broader benefit not limited to just water users in the amount of \$241,353.67 be excluded from cost recovery.

These expenses include the addition of concrete curb and gutter, guardrail, asphalt, line painting, bridge repair, road signage, culverts, slope stability and geotechnical study.



What is the cost per benefiting property?

Cost Recovery	Actual Costs (excluding HST)
Municipal Costs - Cost Recovery (26.67%)	\$449,351.04
Less expenses considered a benefit to all taxpayers	(\$241,353.67)
Total Cost Recovery – Benefiting Properties	\$207,997.37
Number of Benefiting Properties	234
Total Cost Per Property	\$888.88

What are the Payment Terms?

Benefiting property owners will be eligible to spread the cost over 4 equal payments in 2024/2025 at 0% interest. They shall become due and payable in four installments May 15, 2024, August 15, 2024, November 15, 2024 and February 15, 2025.

Have your Say

If you wish to address Council on this issue, the Capital Cost By-Law will be brought forward for approval at the January 16, 2024 Council Meeting.

Delegation

You can submit your request to address Council at the Public Meeting. Please contact the CAO/Clerk for a delegation request form edance@billingstwp.ca. The application must be received by Wednesday January 10, 2024, to be placed on the agenda. Please note Council meetings are being held virtually over the zoom platform until further notice.

Comments and Opinions

Please submit written comments or opinions to the CAO/Clerk edance@billingstwp.ca to be included in the agenda package by Wednesday January 10, 2024. *Please note comments and opinions submitted on these matters, including the originator's name and address, become part of the public record, and may be viewed by the general public.*

Learn More

The Council Meeting Agenda will be posted on the municipal website on January 12, 2024 by 4:00 pm www.billingstwp.ca

Questions

Please contact us by email edance@billingstwp.ca mail or phone (705) 282-2611 if you have any questions.

Dated at the Township of Billings
this 18th day of December, 2023

Emily Dance, CAO/Clerk

From: [Dawn and Randy Peters](#)
To: [Emily Dance](#)
Cc: [Tiana Mills](#)
Subject: Old Mill Road Water Capital Meeting of December 12, 2023
Date: December 18, 2023 7:39:19 PM

To the Mayor and Council of Billings Township,

There were a couple of points brought forward by councillors Cahill and Grogran that I believe should be part of the bylaw pertaining to the capital cost recovery for the water project on Old Mill Road.

Mr Cahill pointed out there appears to be a substantial surplus between the fees levied on the users of the water system and the actual operating costs for the year. He suggested the surplus be used to offset the capital cost recovery. Given we are at year end and most costs for the year have been incurred there seems to be no reason not to use this approach. If these funds are not to be used for the water system, what are they for?

Mr Grogran made the suggestion that any repayment be made over eight equal interest free payments. I would agree with this approach. It was pointed out that everyone has predictable expenses pertaining to their water supply whether that be operating a well, paying for filters or fees for a municipal system. The difference is the capital recovery costs were not expected by the users of our municipal water system. While not a burden for some it certainly will be for some users. Moving from four to eight payments should have a minimal impact from an administrative standpoint.

Thank you for considering these points.

Sincerely, Randy Peters

January 3, 2024

Township Mayor and Council

I am writing this letter to be presented in the agenda package for the January 16, 2024, Special Council Meeting (Virtual Meeting)

Over the past few months, I have been following the township council meetings and happenings by viewing updates online, attending virtual meetings, asking questions, gathering information as a very concerned taxpayer.

I am writing this letter to have some of my concerns raised and hopefully get some answers.

May I start with the most urgent concern I have and that is the recent Old Mill Road Waterline Project – Cost Recovery Update. This entire process is very concerning – **I am suggesting as a water user and tax payer that nothing be billed to tax payers or water users at this point until the township can present an update on the actual Financial Situation of our Water System Accounting.** To start with if everyone references the Water System Financial Plan 2021-2027 (prepared 2/24/2020) available on the township website this was a document prepared by the township and the purpose of the document is to present a water financial plan in accordance with the requirement of the licensing of the water system. It has income, operation maintenance cost projections, with a dollar transfer amount to a water capital account each year. It specifically mentions the old mill road project as needing some funding in the future, and it clearly projects a Reserve Balance in the Water Bank Account end of 2023 being \$174,205 and end of 2024 being \$275,709? Why has this information never been presented in a single meeting since the Old Mill Road Waterline Project has been discussed as an option for Cost Recovery to the water users or the taxpayers of Billings Township?

I have received information regarding the Cost Recovery Updates in the mail because I am a water user, and this communication only went to water users. This information actually applies to the entire tax base as this project is costing all taxpayers \$207,999.37 (expenses considered a benefit to all taxpayers) plus the municipal properties in the project will have a cost per property which will be covered by the municipality (which is the entire tax base) I think it is important to the entire municipality to be aware of the financial impacts of this project along with future projects. Why was this communication not shared with the entire tax base? It might be noted people have a responsibility to keep up with the information and happenings via meetings and website communications which I agree BUT when a communication goes out if it applies to everyone then everyone should receive it.

We have to look how this process was handled and things have to change moving forward for this community to have any confidence and trust built back – I understand that mayor and council are new however our mayor was previously on council so was aware of all old decisions as well we have one councilor re-elected, so he also was part of old decisions.

- We started this whole recovery process after the project was finished (which is backwards)
- We mailed a package to a small number of users on old mill road with a huge cost to them that would have been a financial hardship causing anxiety, stress, and no time before first meeting to inquire.
- We had a lawyer present at the first meeting, what did this cost the taxpayers? Why was this necessary if we were just in the discussion stages and trying to work with the community? My

opinion, it does not start any process in the collaborative direction if you bring your lawyer to the first meeting and say that legally we can do whatever we want.

- Then the next meeting (virtual) again just a decision made by mayor no council or ratepayers' input, citizens had requested to be on agenda and express concerns and unable to make the technology work. Therefore, they were not heard, and their questions/concerns not answered? It is very important that the meetings are streamed, and people have the option to attend virtually however I would ask should people have the option of in person meetings for agenda items of this priority, or if they are not comfortable technically, don't have internet access, or high enough speed on internet? Should the Mayor and Council be re-considering everything being virtual when it leaves some people at a disadvantage? During this same meeting questions were asked about the possibilities of water account and other monies available to cover any of these costs. For the first time it was advised there was indeed a water account and that the information regarding the water account balance could be made available in the second quarter 2024. As a water user this was alarming to me that we were for the first time acknowledging and being made aware that there was a water account then to accept that we could have updated information on this second quarter 2024 that is 6 months to get an update on "our money situation" as water users when we were in the process of covering a cost shortage from 2022? I don't feel that is acceptable and that is why I am suggesting.

as a water user and taxpayer that nothing be billed to taxpayers or water users at this point until the township can present an update on the actual Financial Situation of our Water Accounting.

Then there may be some urgency to get this information figured out that should have been available right from the beginning before the project even started.

As well the most recent Cost Recovery Update received for the January 16 Council Meeting still does not present any options or updates on what might be available from the Reserve Balance of the Water Account or even a mention that this is being investigated and will have updates in the future why is that?

I look forward to hearing from you,

Diane Newlands

Email –

Cell Phone –

Dear Mayor and Councilors of Billings Township,

We write to you today to comment on some of the issues arising from past meetings regarding the water system and its users.

We have been residents of Billings since 1983 and full-time users of the system since 1987 (37yrs.). During this time, we have experienced maintenance and improvements to the system which have resulted in capital costs and many rate increases.

We firmly believe and understand that any capital expenditures made to the system have been deemed the responsibility to the water users as a whole.

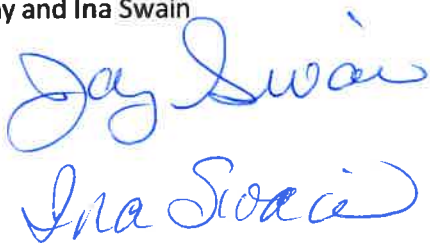
Regarding the the Old Mill road upgrade. Was this work necessary because of old lines and/or leakage, or because of the waterfront development plan construction? As we had no knowledge of the first scheduled water meeting, we were not able to attend to hear the answer. In hindsight, we feel that if all the users been notified at the beginning, this may have resulted in a less confrontational outcome.

To be fair to current Mayor, Councilors and staff, whom may not be aware of the history involving the water system and its users, Might we suggest the reimplementation of a water system committee/ board, akin to what was place in the early years of the system? This committee, consisting of system users and a Councilor liaison, would work collectively, keeping council and the water users apprised of any changes and upgrades to the system. In our opinion, this would give the users a more direct input into the care and governance of the system.

Thank you for allowing us the opportunity to have input into this matter.

Respectfully,

Jay and Ina Swain

Handwritten signatures of Jay Swain and Ina Swain in blue ink. The signature for Jay Swain is written above the signature for Ina Swain.

15 Cedar Drive,
Kagawong
January 08/24

From: [Arik Theijsmeijer](#)
To: [Emily Dance](#)
Subject: Fwd: Letter to Township re Water System
Date: January 8, 2024 7:55:48 PM

To Members of Council,

I want to start by thanking you all for your work and study as councillors on behalf of the people of Billings. I respect anyone who puts their name forward and commits themselves to working in local government.

I am writing today to express my concern about the decision to charge the water system users a levy at this time, for a variety of reasons as follows. In summary I suggest that council pauses any required payments until a proper study of the water account finances is complete.

1) The Township's financial plan for the water system, particularly the revenues and cash flow tables, seems to indicate there would be sufficient reserves in the water account (ie. water system capital reserve) to cover the water system user's contribution to the Old Mill project. This is true even though the project went over budget, and costs to operate the system have risen I'm sure. These reserves would arise from the quarterly regular fees, not from a levy. The plan also makes no mention of a levy or one-time charge, but indicates clearly that the fees are set already at a level that will build a reserve each year specifically to cover the user's portion of these capital projects (rising to around \$500,000 in total as a projection for 2027).

2) Even if there isn't enough right at this moment in that reserve to cover the user contribution to the project, the cash flow projections indicate there will be in the coming years. Since there are no other large projects planned in the next few years for the water system (in the plan at least), the town could temporarily finance the user's portion (for example from other reserves if necessary), given the high amount of cash the town had on hand as of the December 2022 audit, not to mention other reserves and opportunities to borrow at low interest from the province. It would then be reimbursed quickly as the reserve is replenished through user contributions.

3) If the decision for a levy is maintained, after more information is considered, the payments should be amortized over a number of years (at least 4 for example), as recommended by township staff. We have many seniors and low-income individuals who cannot afford to pay that all in one year, especially given they are also facing a recession and inflation. The payment schedule should also respect those with seasonal incomes, for example by having an annual payment option due in the later summer or early fall.

There is a lot of concern out there among local taxpayers about this issue, but we appreciate when our representatives change their minds in the face of new information or feedback. I have no problem with the water users paying for the portion of the project not covered by senior government funding, but the taxpayers deserve to have it presented as part of a broader financial plan, with full knowledge of the amount available in the reserves both now and in the near-future so we understand the need for a levy, as well as knowing where our fees are going on a regular basis.

Thank you for your consideration.

Sincerely,
Arik Theijsmeijer
165 Main Street

Tiana Mills

To: Manitoulin Crate Company
Subject: RE: Water project cost reclamation

From: Manitoulin Crate Company [REDACTED]
Sent: January 11, 2024 1:08 PM
To: Tiana Mills <tmills@billingstwp.ca>; Finance <finance@billingstwp.ca>; Bryan Barker <bbarker@billingstwp.ca>; Michael Hunt <mhunt@billingstwp.ca>; David Hillyard <dhillyard@billingstwp.ca>; Vince Grogan <vgrogan@billingstwp.ca>
Subject: Water project cost reclamation

Hi Tiana,

I understand I'm a day late but I still wanted a chance to throw in my two cents if I can.

I was told there's a financial account, which is tied to the water department, that was recently found / uncovered? I don't know all the details, which is why I'd put off writing but I would like to try to put in my input. If that's the case, and the town has access to a \$\$pot, especially not tied into other existing budgets, I strongly feel it should be used to help lessen every water user's reclamation debt. If at least in part. 50/50...? I do understand as well that it would be nice to have a bit of a future emergency fund.

Also, I'd like for that debt payment to be extended over a few years...

Thanks,

Steph Desjardins

Crow Leather / Manitoulin Crate



COUNCIL REPORT

Department: Treasury

Date: January 16, 2024

Report Number: TR-2024-01-03

File: Borrowing By-Law & Interim Levy By-Law

Recommendation:

THAT the Township of Billings Council hereby approves Report TR-2024-01-03 AND authorizes a By-Law to levy amounts on the assessment of property in the Township of Billings for local municipal purposes as authorized by the Municipal Act AND FURTHER authorizes the Mayor and Treasurer to borrow from time to time by way or promissory note, such sums necessary to meet current expenditures AND FURTHER authorizes the appropriate By-Laws coming forward on tonight's agenda.

Background:

Interim Tax Levy

Section 317 of the Municipal Act, 2001 authorizes a municipality to levy on all rateable properties, an interim tax levy based on 50% of the total amount of taxes levied on the property for the previous year.

For the Township to bill and collect the 2024 interim tax levy, an interim tax levy By-Law is required.

Borrowing to meeting Current Expenditures

Section 407 (1) of the Municipal Act, 2001 provides the authority for a municipality to authorize the Head of Council and the Treasurer to borrow from time to time by way of promissory note such sums as the Council considers necessary to meet current expenditures of the Corporation for the year.

Discussion:

In February 2024, staff will commence the billing process for the 2024 interim taxes. To be consistent with previous years, the installment due dates for the interim levy for properties should be set at March 31, 2024. The interim tax By-Law also sets out the penalty rate of 1.25% per month which is the maximum rate permitted under the Municipal Act.

Financial Impacts

The interim levy is required to provide the necessary cash flow to meet the obligations of the Township and the borrowing By-law is required to meet current and approved financial obligations.

Respectfully Submitted By:

Emily Dance, CAO/Clerk

COUNCIL REPORT

Department: Chief Administrative Officer

Date: January 16, 2024

Report Number: CAO-2024-01-01

File: Strategic Plan Township of Billings (2)

Recommendation:

THAT the Township of Billings Council hereby receives for information Report CAO-2024-01-01

Background:

On September 19, 2023, Council approved the proposal of Capital Park Consulting Inc to provide a five-year strategic plan for the Township of Billings.

Discussion:

The project is now underway.

Below is a status report on the work plan

#	Task	Description	Comment
1	Project Start-Up	Kick-off Meeting - staff	Complete
2	Review and Research	Consultant reviewed all available information and data.	September 29, 2023
3	Internal Stakeholder Engagement	Individual Meetings with Township staff and Council	Complete October 24-26 2023
4	Virtual Workshop with Senior Staff	Consultant meets with project staff on a weekly basis to review project	On-going
5	External Stakeholder Engagement	On-Line Survey Direct mail, on-line and social media.	Complete December 15, 2023
5	External Stakeholder Engagement	Focus Groups Library Board Museum Committee Parks Recreation and Wellness Committee Climate Action Committee Lake Kagawong Resource Committee	Consultant will be meeting with the focus groups virtually January 17 & 18, 2024
5	External Stakeholder Engagement	Two Town Hall Meetings	Consultant Lead in person Townhall Meeting scheduled Thursday February 1, 2024 2-4pm and 6-8pm (virtual if required)



6	Two-Day Planning Session Council and Staff	Planning Session with Council and staff with a mixture of short presentations and best practices	Two Day Planning Session scheduled Friday February 2, 2024 and Saturday February 3, 2024.
7	Develop the Draft Strategic Plan		TBD
8	Prepare Draft Final Report		TBD
9	Virtual Presentation to Council		TBD

Financial Impacts:

\$30,000 in the 2023 Township of Billings budget for Consulting Services for a new Strategic Plan. This will be a carry-over project for 2024.

Alignment to Strategic Plan:

Part of the Strategic Plan process

Alignment to the CEEP:

The CEEP will be one of many important considerations influencing the 2024 to 2029 strategic planning process.

Respectfully Submitted By:

Emily Dance, CAO/Clerk

Tiana Mills

To: Tina Beckerton
Subject: RE: Seventeen Weeks until the FONOM Conference

From: FONOM Office/ Bureau de FONOM <fonom.info@gmail.com>

Sent: Saturday, January 6, 2024 1:59 PM

Subject: Seventeen Weeks until the FONOM Conference

Good day

The FONOM Board and the **City of Greater Sudbury** look forward to hosting you at the May FONOM Conference. The Theme of the 2024 conference is *Unlocking the North's Potential*. The Conference Planning Committee is working on an Agenda that will interest Municipal Council Members and Staff with varied experience.

A Registration form is attached for those wishing to attend the Conference.

Northern Communities need to have strong connections outside our Municipalities. The Conference is a great way to maintain and build those alliances. This annual Conference is the perfect opportunity to gain valuable insight into various municipal issues while reconnecting with municipal colleagues across Northeastern Ontario.

Conference Highlights Include:

- Information and insight on topical municipal issues
- Sessions focused on sharing leading and best municipal practices
- Banquet Dinner and Entertainment
- Annual Awards Presentation
- Minister's Forum (*one Minister Confirmed*)

- FedNor Update

- intact Insurance Update

- MPAC, where they are
- Annual FONOM Business Meeting

The Host Hotel in [The Holiday Inn & Convention Centre](#) and other Hotel Accommodations can be found at <https://discoversudbury.ca/stay/>

Dinner is in the Community on Monday night; a list of Restaurants can be found at <https://discoversudbury.ca/food-drink/>

Talk soon, Mac.

Mac Bain
Executive Director
The Federation of Northern Ontario Municipalities
615 Hardy Street North Bay, ON, P1B 8S2
Ph. 705-498-9510



**Annual FONOM Northeastern Ontario
Municipal Conference**
Hosted by the City of Greater Sudbury
May 6, 7, & 8th, 2024



TAY TOWNSHIP

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



December 21, 2023

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

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

Dear Hon. Todd McCarthy,

Re: Provincial Cemetery Management Support Request – Tay Township

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

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

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

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

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

TAY TOWNSHIP

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



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

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

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

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

Sent on behalf of Tay Township Council.

Yours truly,

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

Katelyn Johns, MPPA
Municipal Clerk

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



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Todd Doherty

Member of Parliament
Cariboo-Prince George

Dear Mayor Bryan Barker,

It's been 3 long years since the government passed my motion to bring 988 to Canada. I'm pleased to report that the easy to remember 3-digit suicide prevention hotline is live and you can call or text 988 anywhere in Canada.

While I'm extremely proud of this common-sense Conservative policy that will save lives, our work is not done.

I'm hoping your council will pass a motion requiring all municipal/city properties to display the 988 information poster. You can find the electronic version of the poster at: <https://988.ca/get-involved>
I will be forever grateful of the collaborative work that municipalities have done in assisting me in getting this message out. This assistance ultimately resulted in this historic accomplishment that has, and will, continue to help save countless lives each and every day.

There is a draft resolution below, but please feel free to change it to whatever works best for your council.

Thank you for continuing to prioritize the mental health of those within your community.

Sincerely,

A handwritten signature in black ink, appearing to be 'Todd Doherty'.

Todd Doherty, MP

Cariboo-Prince George
Shadow Minister for Mental Health and Suicide Prevention

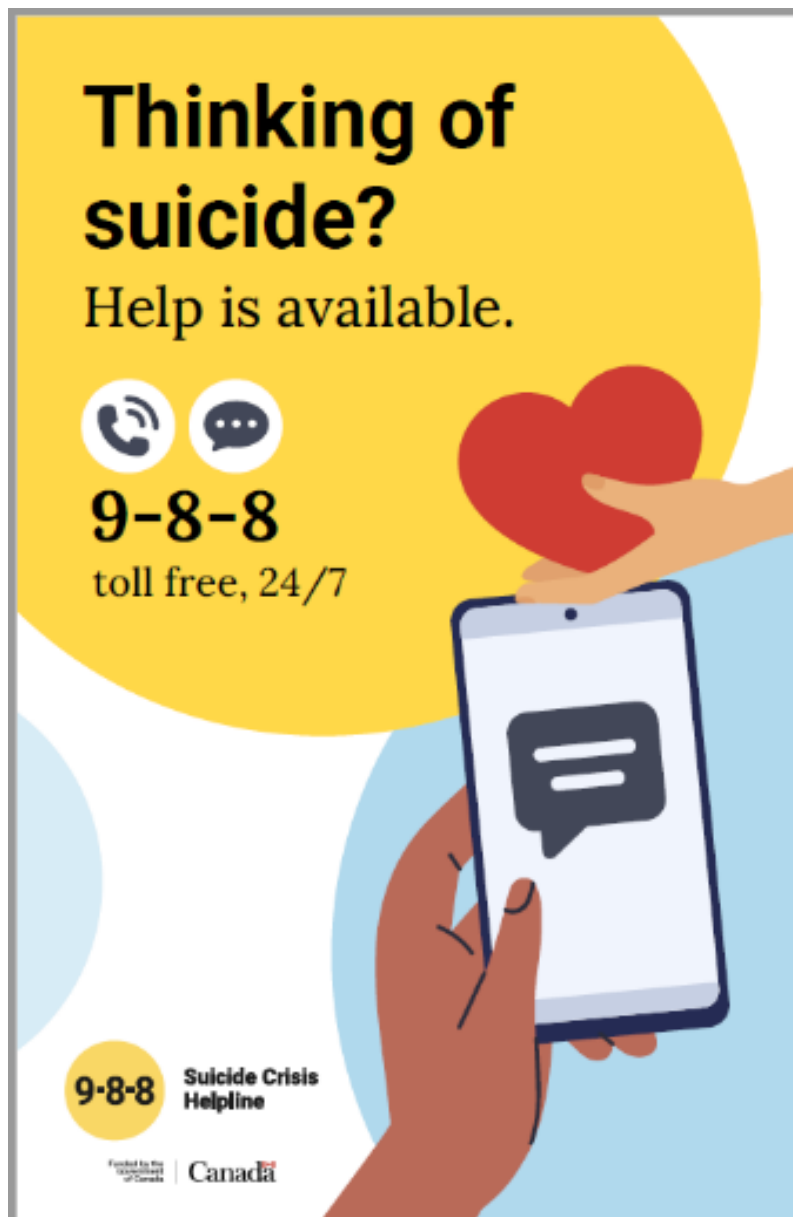
Draft motion:

Display of 988 Crisis Line Information Poster

WHEREAS Canada has adopted 988, a National three-digit suicide and crisis hotline;

AND WHEREAS _____ Town Council/Municipality/City recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;

NOW THEREFORE BE IT RESOLVED THAT _____ Town Council/Municipality/City continues to endorse the 988 crisis line initiative; and will display the 988 information poster in all municipal/City buildings.



Accounts for Payment December 22, 2023

Payment	Account	Amount	Description
EFT	A.J. Stone	\$1,839.64	Helmet, Hood Liners, Boot Liners, Gloves (BFD)
CC	AMO	\$1,434.38	Membership
CC	AMCTO	\$495.00	MAFP Training
8244	Allan Avis Architects	\$9,633.82	Professional Services
119	Atlas Signs and Plaques	\$216.91	Museum Plaque Balance (Museum)
EFT	Brendan Addison Mobile Mechanical	\$1,627.20	Western Star Maintenance (PW)
8245	Bridal Veil Variety	\$620.55	Fuel (Public Works)
8246	Denis Gratton Construction	\$174,829.66	OMR Watermain Contract Lien Holdback Release
EFT	Identifiable Individual	\$133.72	Workwear
8247	EncompassIT	\$1,104.58	IT Support
EFT	EXP Services Inc.	\$13,904.45	Progress Billing Ending November 24
EFT	Flags Unlimited	\$1,551.85	Brackets for Hydro Poles (Museum)
8248	GHD	\$6,941.03	Website Development
8249	H & R Noble Construction	\$92,314.22	Shoreline Stabilization Supplies + Labour
8250	Identifiable Individual	\$100.00	Coyote Carcass
EFT	JK Automotive	\$813.55	Commercial Battery + Labor (PW)
EFT	JK Automotive	\$186.45	Storage Unit (BFD)
8251	Laidley Stationery	\$1,107.85	Office Supplies
8252	Laurentian Business Products	\$204.29	Printer Contract Usage + Overages (Monthly)
8243	Identifiable Individual	\$210.00	Internment Refund
8232	Manitoulin Centennial Manor	\$10,242.44	Quarterly Installement
8242	Identifiable Individual	\$185.32	Boots (BFD)
8253	Mechanical Advertising	\$124.30	Reflective Numbers (PW)
8254	Minister of Finance (Policing)	\$17,830.00	Local Service Realignment OPP
8255	Pat Noble Lumber	\$282.78	Maintenance + Repairs (Marina)
8256	Tech Forward	\$2,307.45	Gear Grid Additional Lockers (BFD)
8257	The Manitoulin Expositor	\$137.26	Maintenance + Labour (BFD)
8258	Total Power	\$1,689.35	Generator(s) Service Agreement
8259	UCCM Castle Building Centres	\$144.37	Supplies (PW)
8260	Wally's	\$7,435.40	Portable Toilet Rental (Annual)
EFT	Waterhouse Executive Search	\$14,690.00	Executive Recruitment
8261	Water's Edge	\$20,430.40	Pedestrian Bridge Design + Engineering
8261	Water's Edge	\$5,921.20	Additional Site Inspections
8262	Rainbow District School Board	\$71,907.73	Education Levy Q4
Auto	McDougall Energy Inc	\$2,748.14	LS Diesel Clear (PW)
EFT	McDougall Energy Inc	\$1,879.39	LS Dyed Diesel (PW)
Auto	Omers Pension Contribution	\$3,108.38	Service Fees
Auto	Canlife	\$1,462.92	Service Fees
Auto	Bell	\$512.70	Monthly Contract
Auto	GFL	\$9,928.63	Landfill Contract (Monthly)

Total \$482,237.31

Total Accounts for Payment \$482,237.31

Accounts for Payment January 10, 2024

<u>Payment</u>	<u>Account</u>	<u>Amount</u>	<u>Description</u>
CHQ	ANP Office Supply	\$ 74.18	Supplies (PW)
EFT	Brendan Addison Mobile Mechanical	\$ 12,837.27	Service Repairs INTL, Western Star, Trailer, etc. (PW)
CHQ	Bridal Veil Variety	\$ 648.62	Fuel (PW)
EFT	Identifiable Individual	\$ 1,305.00	Bookkeeping Assistance
CHQ	Good Roads	\$ 760.00	2024 Municipal Membership Fee
CHQ	Grand & Toy	\$ 78.42	Office Supplies
EFT	JK Automotive	\$ 186.45	Storage Rental Fees (BFD)
CHQ	John Turner	\$ 1,042.14	Supplies (PW)
CHQ	LBPC	\$ 175.00	Copier Contract (Monthly)
EFT	Lisa / Darren Hayden	\$ 1,428.00	Cleaning Contract (Monthly)
CHQ	McDougall Energy Inc	\$ 1,567.58	LS Diesel Clear (PW)
CHQ	Mechanical Advertising	\$ 79.10	Reflective Numbers + Letters
CHQ	Minister of Finance (Policing)	\$ 18,487.00	Local Service Realignment OPP (November)
Auto	Northern 911	\$ 126.95	E911 (Monthly)
CHQ	PSD Citywide	\$ 4,513.00	Citywide Asset Management Software
CHQ	Public Health	\$ 5,419.55	Municipal Levy November 2023 + January 2024
Auto	RBC	\$ 35.59	Service Fees
CHQ	Reilly Sports	\$ 3,231.80	Hockey Nets
CHQ	UCCM Castle Building Centres	\$ 218.38	WW Fluid + Gloves + Ballisters (PW + Office)

Total \$ 52,139.85

Total Accounts for Payment \$ 52,139.85



BY-LAW NO 2024-01

BEING A BY-LAW TO MEET CURRENT EXPENDITURES DURING THE FISCAL YEAR ENDING DECEMBER 31, 2024

WHEREAS the Municipal Act S.O. 2001, c 25, Section 407(1), as amended provides authority for a municipality by By-Law to authorize the head of Council and the Treasurer to borrow from time to time, by way of promissory note, such sums as the Council considers necessary, to meet current expenditures of the Corporation for the year;

AND WHEREAS the total amount may be borrowed from all sources at any one time to meet the current expenditures of the Corporation, except with the approval of the Municipal Board, is limited by Section 407(2) of the Municipal Act. S.O. 2001 c. 25.

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

- 1.0 The Mayor and the Treasurer are hereby authorized to borrow from time to time by way of promissory note during the year 2024 (hereinafter referred to as current year) such sums as may be necessary to meet, until the taxes are collected, the current expenditures of the Corporation and other amounts that are set out in Section 407 of the Municipal Act .
- 2.0 The lender(s) from whom the amounts may be borrowed under authority of this By-Law shall be the Bank of Montreal and other such lender(s) as may be determined from time to time by resolution of Council.
- 3.0 The total amount which may be borrowed at any one time under this By-Law, together with the total of any similar borrowings that have not been repaid, shall not exceed 50% of the uncollected balance of the estimated revenues of the Corporation as set forth in the estimates adopted for the current year.
- 4.0 The Treasurer shall, at the time when any amount is borrowed under this By-Law, ensure that the lender is or has been furnished with a certified copy of this By-Law, (a certified copy of the resolution mentioned in Section 2 determining the lender,) if applicable, and a statement showing the nature and amount of the estimated revenues for the current year not yet collected and also showing the total of any other amounts borrowed from any and all sources under authority of section 407 of the Municipal Act that have not been repaid.
- 5.0
 - a) If the estimates for the current year have not been adopted at the time an amount is borrowed under this By-Law, the 70% limitation on total borrowing, as set out in section 3 of this By-Law, shall be calculated for the time being upon the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year, less all revenues received for and on account of the current year.
 - b) If the estimates for the current year have not been adopted at the time an amount is borrowed under this By-Law, the statement furnished under Section 4 shall show the nature and amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the next

preceding year and the nature and amount of the revenues received for and on account of the current year.

- 6.0 All or any sums borrowed under this By-Law shall, with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for any preceding years as and when such revenues are received; provided that such charge does not defeat or affect and is subject to any prior charge then subsisting in favour of any other lender.
- 7.0 The Treasurer is hereby authorized and directed to apply in payment of all or any sums borrowed under this By-Law, together with interest thereon, all or any of the moneys hereafter collected or received, either on account of or realized in respect of taxes levied for the current year and preceding years or from any other source, which may lawfully be applied for such purpose.
- 8.0 Promissory Notes made under Section 1 shall be sealed with the seal of the Corporation and signed by the Mayor or such other person as is authorized by By-law to sign it and by the Treasurer.
- 9.0 This By-Law shall come into full force and effect upon final passage.
- 10.0 This By-Law may be cited as the "2024 Borrowing By-Law"

READ a FIRST and SECOND TIME this 16th day of January, 2024

READ a THIRD TIME and FINALLY PASSED this 16th day of January, 2024.

Bryan Barker, Mayor

Emily Dance, CAO/Clerk

The Corporation Of The Township Of Billings

BY-LAW NUMBER 2024-02

A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF BILLINGS TO AUTHORIZE THE BORROWING UPON AMORTIZING DEBENTURES IN THE PRINCIPAL AMOUNT OF \$890,198.93 TOWARDS THE COST OF THE TOWNSHIP OF BILLINGS FIRE HALL

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

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

AND WHEREAS the Council of The Corporation Of The Township Of Billings (the “**Municipality**”) has passed the By-law(s) enumerated in column (1) of Schedule “A” attached hereto and forming part of this By-law authorizing the capital work(s) described in column (2) of Schedule “A” (the “**Capital Work(s)**”), and authorizing the entering into of a Financing Agreement dated effective as of April 19, 2023 for the provision of temporary and long-term borrowing from Ontario Infrastructure and Lands Corporation (“**OILC**”) in respect of the Capital Work(s) (the “**Financing Agreement**”) and the Municipality entered into a Financing Agreement dated effective as of April 19, 2023 for the provision of long-term borrowing from Ontario Infrastructure and Lands Corporation (“**OILC**”) in respect of the Capital Work(s) (the “**Financing Agreement**”) and desires to issue debentures for the Capital Work(s) in the amount(s) specified in column (5) of Schedule “A”;

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

AND WHEREAS the Municipality has submitted an application to OILC for long-term borrowing through the issue of debentures to OILC in respect of the Capital Work(s) (the “**Application**”) and the Application has been approved;

AND WHEREAS to provide long-term financing for the Capital Work(s) and to repay certain temporary advances in respect of the Capital Work(s) made by OILC pursuant to the Financing Agreement (if any), it is now deemed to be expedient to borrow money by the issue of amortizing debentures in the principal amount of \$890,198.93 dated February 01, 2024 and maturing on February 01, 2054, and payable in equal semi-annual instalments of combined principal and interest on the first day of August and on the first day of February, commencing on August first, 2024 in each of the years 2024 to 2054, both inclusive on the terms hereinafter set forth;

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

1. The submitting of the Application and the execution and delivery of the Financing Agreement by the Municipality are hereby confirmed, ratified and approved. For the Capital Work(s), the borrowing upon the credit of the Municipality at large of the principal amount of \$890,198.93 and the issue of amortizing debentures therefor to be repaid in semi-annual instalments of combined principal and interest as hereinafter set forth, are hereby authorized.
2. The Mayor and the Treasurer of the Municipality are hereby authorized to cause any number of amortizing debentures to be issued for such amounts of money as may be required for the Capital Work(s) in definitive form, not exceeding in total the said aggregate principal amount of \$890,198.93 (the “**Debentures**”). The Debentures shall bear the Municipality’s municipal seal and the signatures of the Mayor and the Treasurer of the Municipality, all in accordance with the provisions of the Act. The municipal seal of the Municipality and the signatures referred to in this section may be printed, lithographed, engraved or otherwise mechanically reproduced. The Debentures are sufficiently signed if they bear the required signatures and each person signing has the authority to do so on the date he or she signs.
3. The Debentures shall be in fully registered form as one or more certificates in the principal amount of \$890,198.93, in the name of OILC, or as OILC may otherwise direct, substantially in the form attached as Schedule “B” hereto and forming part of this By-law with provision for payment of principal and interest (other than in respect of the final payment of principal and outstanding interest on maturity upon presentation and surrender) by pre-authorized debit in respect of such principal and interest to the credit of such registered holder on such terms as to which the registered holder and the Municipality may agree.
4. In accordance with the provisions of section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011*, as amended from time to time hereafter, the Municipality is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality,

amounts not exceeding any amounts that the Municipality fails to pay OILC on account of any unpaid indebtedness of the Municipality to OILC under the Debentures and to pay such amounts to OILC from the Consolidated Revenue Fund.

5. The Debentures shall all be dated February 01, 2024, and as to both principal and interest shall be expressed and be payable in lawful money of Canada. The Debentures shall bear interest at the rate of 4.53% per annum and mature during a period of 30 year(s) from the date thereof payable semi-annually in arrears as described in this section. The Debentures shall be paid in full by February 01, 2054 and be payable in equal semi-annual instalments of combined principal and interest on the first day of August and on the first day of February, commencing on August first, 2024 in each of the years 2024 to 2054, both inclusive, save and except for the last instalment which may vary slightly from the preceding equal instalments, as set forth in Schedule "C" attached hereto and forming part of this By-law ("**Schedule C**").
6. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**") and if any date for payment is not a Business Day, payment shall be made on the next following Business Day.
7. Interest shall be payable to the date of maturity of the Debentures and on default shall be payable on any overdue amounts both before and after default and judgment at a rate per annum equal to the greater of the rate specified on the Schedule as attached to and forming part of the Debentures for such amounts plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amounts become overdue for so long as such amounts remain overdue and the Municipality shall pay to the registered holders any and all costs incurred by the registered holders as a result of the overdue payment. Any amounts payable by the Municipality as interest on overdue principal or interest and all costs incurred by the registered holders as a result of the overdue payment in respect of the Debentures shall be paid out of current revenue. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular semi-annual interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.

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

8. In each year in which a payment of equal semi-annual instalments of combined principal and interest becomes due in respect of the Capital Work(s) including the last 'non-equal' instalment, there shall be raised as part of the Municipality's general levy the amounts of principal and interest payable by the Municipality in each year as set out in Schedule "C" to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality.
9. The Debentures may contain any provision for their registration thereof authorized by any statute relating to municipal debentures in force at the time of the issue thereof.
10. The Municipality shall maintain a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of the cancellations, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.
11. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of the Debentures as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the amount or amounts so paid. When a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.
12. The Debentures will be transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, the Mayor and the Treasurer shall issue and deliver a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.

13. The Mayor and the Treasurer shall issue and deliver new Debentures in exchange or substitution for Debentures outstanding on the registry with the same maturity and of like form which have become mutilated, defaced, lost, subject to a mysterious or unexplainable disappearance, stolen or destroyed, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case when a Debenture is mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.
14. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of this By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.
15. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange; and (d) in the case of a transfer, enter in the registry particulars of the registered holder as directed by the transferor.
16. Reasonable fees in respect of the Debentures, in the normal course of business, other than reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed and for the replacement of any of the principal and interest cheques (if any) that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed may be imposed by the Municipality. When new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder in accordance with the provisions of the Financing Agreement.
18. The Mayor and the Treasurer are hereby authorized to cause the Debentures to be issued, one or more of the Clerk and Treasurer are hereby authorized to generally

do all things and to execute all other documents and other papers in the name of the Municipality in order to carry out the issue of the Debentures and the Treasurer is authorized to affix the Municipality's municipal seal to any of such documents and papers.

19. The money received by the Municipality from the sale of the Debentures to OILC, including any premium, and any earnings derived from the investment of that money, after providing for the expenses related to their issue, if any, shall be apportioned and applied to the Capital Work(s) and to no other purpose except as permitted by the Act.
20. Subject to the Municipality's investment policies and goals, the applicable legislation and the terms and conditions of the Debentures, the Municipality may, if not in default under the Debentures, at any time purchase any of the Debentures in the open market or by tender or by private contract at any price and on such terms and conditions (including, without limitation, the manner by which any tender offer may be communicated or accepted and the persons to whom it may be addressed) as the Municipality may in its discretion determine.
21. This By-law takes effect on the day of passing.

By-law read a first and second time this 16th day of January, 2024

By-law read a third time and finally passed this 16th day of January, 2024

Bryan Barker
Mayor

Emily Dance
Clerk

The Corporation Of The Township Of Billings

Schedule "A" to By-law Number 2024-02

(1)	(2)	(3)	(4)	(5)	(6)
By-law	Project Description	Approved Amount to be Financed Through the Issue of Debentures	Amount of Debentures Previously Issued	Amount of Debentures to be Issued	Term of Years of Debentures
2023-24	Township of Billings Fire Hall	\$1,149,309.00	\$0.00	\$890,198.93	30 year(s)

The Corporation Of The Township Of Billings

Schedule "B" to By-law Number 2024-02

No. 2024-02

\$890,198.93

CANADA
Province of Ontario
The Corporation Of The Township Of Billings

FULLY REGISTERED 4.53% AMORTIZING DEBENTURE

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

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION ("OILC")

or registered assigns, subject to the Conditions attached hereto which form part hereof (the "Conditions"), upon presentation and surrender of this debenture (or as otherwise agreed to by the Municipality and OILC) by the maturity date of this debenture (February 01, 2054), the principal amount of

EIGHT HUNDRED NINETY THOUSAND ONE HUNDRED NINETY EIGHT DOLLARS AND NINETY THREE CENTS

----- (\$890,198.93)-----

by equal semi-annual instalments of combined principal and interest on the first day of August and on the first day of February, commencing on August first, 2024 in each of the years 2024 to 2054, both inclusive, save and except for the last instalment which may vary slightly from the preceding equal instalments, in the amounts set forth in the attached Amortizing Debenture Schedule (the "Amortization Schedule") and subject to late payment interest charges pursuant to the Conditions, in lawful money of Canada. Subject to the Conditions: interest shall be paid until the maturity date of this debenture, in like money in semi-annual payments from the closing date (February 01, 2024), or from the last date on which interest has been paid on this debenture, whichever is later, at the rate of 4.53% per annum, in arrears, on the specified dates, as set forth in the Amortization Schedule; and interest shall be paid on default at the applicable rate set out in the Amortization Schedule both before and after default and judgment. The payments of principal and interest and the outstanding amount of principal in each year are shown in the Amortization Schedule.

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

under this debenture, and to pay such amounts to OILC from the Consolidated Revenue Fund.

This debenture is subject to the Conditions.

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

IN TESTIMONY WHEREOF and under the authority of By-law Number 2024-02 of the Municipality duly passed on the 16th day of January, 2024 (the “**By-law**”), this debenture is sealed with the municipal seal of the Municipality and signed by the Mayor and by the Treasurer thereof.

Date of Registration: February 01, 2024

Bryan Barker, Mayor

(Seal) _____

Harmony Hancock, Treasurer

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

Ontario Infrastructure and Lands Corporation

by: _____
Authorized Signing Officer

by: _____
Authorized Signing Officer

LEGAL OPINION

We have examined the By-law of the Municipality authorizing the issue of amortizing debentures in the principal amount of \$890,198.93 dated February 01, 2024 and maturing on February 01, 2054 payable in equal semi-annual instalments of combined principal and interest on the first day of August and on the first day of February, commencing on August first, 2024 in each of the years 2024 to 2054, both inclusive, save and except for the last instalment which may vary slightly from the preceding equal instalments as set out in Schedule "C" to the By-law.

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

February 01, 2024

Stephen Watt [no signature required]

CONDITIONS OF THE DEBENTURE

Form, Denomination, and Ranking of the Debenture

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

Registration

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

Title

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

Payments of Principal and Interest

6. The record date for purposes of payment of principal of and interest on the Debentures is as of 5:00 p.m. on the sixteenth calendar day preceding any payment date including the maturity date. Principal of and interest on the Debentures are payable by the Municipality to the persons registered as holders in the registry on the relevant record date. The Municipality shall not be required to register any transfer, exchange or substitution of Debentures during the period from any record date to the corresponding payment date.
7. The Municipality shall make all payments in respect of equal semi-annual instalments of combined principal and interest including the last 'non-equal' instalment on the Debentures on the payment dates commencing on August 01, 2024 and ending on February 01, 2054 as set out in Schedule "C" to the By-law, by pre-authorized debit in respect of such interest and principal to the credit of the registered holder on such terms as the Municipality and the registered holder may agree.
8. The Municipality shall pay to the registered holder interest on any overdue amount of principal or interest in respect of any Debenture, both before and after default and judgment, at a rate per annum equal to the greater of the rate specified on the Schedule as attached to and forming part of the Debenture for such amount plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amount becomes overdue for so long as such amount remains overdue and the Municipality shall pay to the registered holder any and all costs incurred by the registered holder as a result of the overdue payment.
9. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular semi-annual interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.
10. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**"), and if any date for payment is not a Business Day, payment shall be made on the next following Business Day as noted on the Amortization Schedule.
11. The Debentures are transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations will be delivered as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.

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

Notices

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

Time

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

Governing Law

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

Definitions:

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

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Schedule "C" to By-law Number 2024-02

Loan.....: 2872

Name.....: Billings, The Corporation Of The Township Of

Principal: 890,198.93

Rate.....: 04.5300

Term.....: 360

Matures..: 02/01/2054

Pay #	Date	Amount Due	Principal Due	Interest Due	Rem. Principal
1	08/01/2024	27,278.37	7,115.36	20,163.01	883,083.57
2	02/01/2025	27,278.37	7,276.53	20,001.84	875,807.04
3	08/01/2025	27,278.37	7,441.34	19,837.03	868,365.70
4	02/01/2026	27,278.37	7,609.89	19,668.48	860,755.81
5	08/01/2026	27,278.37	7,782.25	19,496.12	852,973.56
6	02/01/2027	27,278.37	7,958.52	19,319.85	845,015.04
7	08/01/2027	27,278.37	8,138.78	19,139.59	836,876.26
8	02/01/2028	27,278.37	8,323.12	18,955.25	828,553.14
9	08/01/2028	27,278.37	8,511.64	18,766.73	820,041.50
10	02/01/2029	27,278.37	8,704.43	18,573.94	811,337.07
11	08/01/2029	27,278.37	8,901.59	18,376.78	802,435.48
12	02/01/2030	27,278.37	9,103.21	18,175.16	793,332.27
13	08/01/2030	27,278.37	9,309.39	17,968.98	784,022.88
14	02/01/2031	27,278.37	9,520.25	17,758.12	774,502.63
15	08/01/2031	27,278.37	9,735.89	17,542.48	764,766.74
16	02/01/2032	27,278.37	9,956.40	17,321.97	754,810.34
17	08/01/2032	27,278.37	10,181.92	17,096.45	744,628.42
18	02/01/2033	27,278.37	10,412.54	16,865.83	734,215.88
19	08/01/2033	27,278.37	10,648.38	16,629.99	723,567.50
20	02/01/2034	27,278.37	10,889.57	16,388.80	712,677.93
21	08/01/2034	27,278.37	11,136.21	16,142.16	701,541.72
22	02/01/2035	27,278.37	11,388.45	15,889.92	690,153.27
23	08/01/2035	27,278.37	11,646.40	15,631.97	678,506.87
24	02/01/2036	27,278.37	11,910.19	15,368.18	666,596.68
25	08/01/2036	27,278.37	12,179.96	15,098.41	654,416.72
26	02/01/2037	27,278.37	12,455.83	14,822.54	641,960.89
27	08/01/2037	27,278.37	12,737.96	14,540.41	629,222.93
28	02/01/2038	27,278.37	13,026.47	14,251.90	616,196.46
29	08/01/2038	27,278.37	13,321.52	13,956.85	602,874.94
30	02/01/2039	27,278.37	13,623.25	13,655.12	589,251.69
31	08/01/2039	27,278.37	13,931.82	13,346.55	575,319.87
32	02/01/2040	27,278.37	14,247.37	13,031.00	561,072.50
33	08/01/2040	27,278.37	14,570.08	12,708.29	546,502.42
34	02/01/2041	27,278.37	14,900.09	12,378.28	531,602.33
35	08/01/2041	27,278.37	15,237.58	12,040.79	516,364.75

36	02/01/2042	27,278.37	15,582.71	11,695.66	500,782.04
37	08/01/2042	27,278.37	15,935.66	11,342.71	484,846.38
38	02/01/2043	27,278.37	16,296.60	10,981.77	468,549.78
39	08/01/2043	27,278.37	16,665.72	10,612.65	451,884.06
40	02/01/2044	27,278.37	17,043.20	10,235.17	434,840.86
41	08/01/2044	27,278.37	17,429.22	9,849.15	417,411.64
42	02/01/2045	27,278.37	17,824.00	9,454.37	399,587.64
43	08/01/2045	27,278.37	18,227.71	9,050.66	381,359.93
44	02/01/2046	27,278.37	18,640.57	8,637.80	362,719.36
45	08/01/2046	27,278.37	19,062.78	8,215.59	343,656.58
46	02/01/2047	27,278.37	19,494.55	7,783.82	324,162.03
47	08/01/2047	27,278.37	19,936.10	7,342.27	304,225.93
48	02/01/2048	27,278.37	20,387.65	6,890.72	283,838.28
49	08/01/2048	27,278.37	20,849.43	6,428.94	262,988.85
50	02/01/2049	27,278.37	21,321.67	5,956.70	241,667.18
51	08/01/2049	27,278.37	21,804.61	5,473.76	219,862.57
52	02/01/2050	27,278.37	22,298.48	4,979.89	197,564.09
53	08/01/2050	27,278.37	22,803.54	4,474.83	174,760.55
54	02/01/2051	27,278.37	23,320.04	3,958.33	151,440.51
55	08/01/2051	27,278.37	23,848.24	3,430.13	127,592.27
56	02/01/2052	27,278.37	24,388.41	2,889.96	103,203.86
57	08/01/2052	27,278.37	24,940.80	2,337.57	78,263.06
58	02/01/2053	27,278.37	25,505.71	1,772.66	52,757.35
59	08/01/2053	27,278.37	26,083.42	1,194.95	26,673.93
60	02/01/2054	27,278.09	26,673.93	604.16	0.00

1,636,701.92 890,198.93 746,502.99

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

FULLY REGISTERED 4.53% AMORTIZING DEBENTURE

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

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (“**OILC**”)

or registered assigns, subject to the Conditions attached hereto which form part hereof (the “**Conditions**”), upon presentation and surrender of this debenture (or as otherwise agreed to by the Municipality and OILC) by the maturity date of this debenture (February 01, 2054), the principal amount of

EIGHT HUNDRED NINETY THOUSAND ONE HUNDRED NINETY EIGHT DOLLARS AND
NINETY THREE CENTS

----- (\$890,198.93) -----

by equal semi-annual instalments of combined principal and interest on the first day of August and on the first day of February, commencing on August first, 2024 in each of the years 2024 to 2054, both inclusive, save and except for the last instalment which may vary slightly from the preceding equal instalments, in the amounts set forth in the attached Amortizing Debenture Schedule (the “**Amortization Schedule**”) and subject to late payment interest charges pursuant to the Conditions, in lawful money of Canada. Subject to the Conditions: interest shall be paid until the maturity date of this debenture, in like money in semi-annual payments from the closing date (February 01, 2024), or from the last date on which interest has been paid on this debenture, whichever is later, at the rate of 4.53% per annum, in arrears, on the specified dates, as set forth in the Amortization Schedule; and interest shall be paid on default at the applicable rate set out in the Amortization Schedule both before and after default and judgment. The payments of principal and interest and the outstanding amount of principal in each year are shown in the Amortization Schedule.

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

This debenture is subject to the Conditions.

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

IN TESTIMONY WHEREOF and under the authority of By-law Number 2024-02 of the Municipality duly passed on the 16th day of January, 2024 (the "**By-law**"), this debenture is sealed with the municipal seal of the Municipality and signed by the Mayor and by the Treasurer thereof.

Date of Registration: February 01, 2024

Bryan Barker, Mayor

(Seal) _____

Harmony Hancock, Treasurer

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

Ontario Infrastructure and Lands Corporation

by: _____
Authorized Signing Officer

by: _____
Authorized Signing Officer

LEGAL OPINION

We have examined the By-law of the Municipality authorizing the issue of amortizing debentures in the principal amount of \$890,198.93 dated February 01, 2024 and maturing on February 01, 2054 payable in equal semi-annual instalments of combined principal and interest on the first day of August and on the first day of February, commencing on August first, 2024 in each of the years 2024 to 2054, both inclusive, save and except for the last instalment which may vary slightly from the preceding equal instalments as set out in Schedule "C" to the By-law.

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

February 01, 2024

Stephen Watt [no signature required]

CONDITIONS OF THE DEBENTURE

Form, Denomination, and Ranking of the Debenture

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

Registration

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

Title

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

Payments of Principal and Interest

6. The record date for purposes of payment of principal of and interest on the Debentures is as of 5:00 p.m. on the sixteenth calendar day preceding any payment date including the maturity date. Principal of and interest on the Debentures are payable by the Municipality to the persons registered as holders in the registry on the relevant record date. The Municipality shall not be required to register any transfer, exchange or substitution of Debentures during the period from any record date to the corresponding payment date.
7. The Municipality shall make all payments in respect of equal semi-annual instalments of combined principal and interest including the last 'non-equal' instalment on the Debentures on the payment dates commencing on August 01, 2024 and ending on February 01, 2054 as set out in Schedule "C" to the By-law, by pre-authorized debit in respect of such interest and principal to the credit of the registered holder on such terms as the Municipality and the registered holder may agree.
8. The Municipality shall pay to the registered holder interest on any overdue amount of principal or interest in respect of any Debenture, both before and after default and judgment, at a rate per annum equal to the greater of the rate specified on the Schedule as attached to and forming part of the Debenture for such amount plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amount becomes overdue for so long as such amount remains overdue and the Municipality shall pay to the registered holder any and all costs incurred by the registered holder as a result of the overdue payment.
9. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular semi-annual interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.
10. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**"), and if any date for payment is not a Business Day, payment shall be made on the next following Business Day as noted on the Amortization Schedule.
11. The Debentures are transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations will be delivered as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.

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

Notices

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

Time

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

Governing Law

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

Definitions:

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

Loan.....: 2872
 Name.....: Billings, The Corporation Of The Township Of
 Principal: 890,198.93
 Rate.....: 04.5300
 Term.....: 360
 Matures...: 02/01/2054

Pay #	Date	Amount Due	Principal Due	Interest Due	Rem. Principal
1	08/01/2024	27,278.37	7,115.36	20,163.01	883,083.57
2	02/01/2025	27,278.37	7,276.53	20,001.84	875,807.04
3	08/01/2025	27,278.37	7,441.34	19,837.03	868,365.70
4	02/01/2026	27,278.37	7,609.89	19,668.48	860,755.81
5	08/01/2026	27,278.37	7,782.25	19,496.12	852,973.56
6	02/01/2027	27,278.37	7,958.52	19,319.85	845,015.04
7	08/01/2027	27,278.37	8,138.78	19,139.59	836,876.26
8	02/01/2028	27,278.37	8,323.12	18,955.25	828,553.14
9	08/01/2028	27,278.37	8,511.64	18,766.73	820,041.50
10	02/01/2029	27,278.37	8,704.43	18,573.94	811,337.07
11	08/01/2029	27,278.37	8,901.59	18,376.78	802,435.48
12	02/01/2030	27,278.37	9,103.21	18,175.16	793,332.27
13	08/01/2030	27,278.37	9,309.39	17,968.98	784,022.88
14	02/01/2031	27,278.37	9,520.25	17,758.12	774,502.63
15	08/01/2031	27,278.37	9,735.89	17,542.48	764,766.74
16	02/01/2032	27,278.37	9,956.40	17,321.97	754,810.34
17	08/01/2032	27,278.37	10,181.92	17,096.45	744,628.42
18	02/01/2033	27,278.37	10,412.54	16,865.83	734,215.88
19	08/01/2033	27,278.37	10,648.38	16,629.99	723,567.50
20	02/01/2034	27,278.37	10,889.57	16,388.80	712,677.93
21	08/01/2034	27,278.37	11,136.21	16,142.16	701,541.72
22	02/01/2035	27,278.37	11,388.45	15,889.92	690,153.27
23	08/01/2035	27,278.37	11,646.40	15,631.97	678,506.87
24	02/01/2036	27,278.37	11,910.19	15,368.18	666,596.68
25	08/01/2036	27,278.37	12,179.96	15,098.41	654,416.72
26	02/01/2037	27,278.37	12,455.83	14,822.54	641,960.89
27	08/01/2037	27,278.37	12,737.96	14,540.41	629,222.93
28	02/01/2038	27,278.37	13,026.47	14,251.90	616,196.46
29	08/01/2038	27,278.37	13,321.52	13,956.85	602,874.94
30	02/01/2039	27,278.37	13,623.25	13,655.12	589,251.69
31	08/01/2039	27,278.37	13,931.82	13,346.55	575,319.87
32	02/01/2040	27,278.37	14,247.37	13,031.00	561,072.50
33	08/01/2040	27,278.37	14,570.08	12,708.29	546,502.42
34	02/01/2041	27,278.37	14,900.09	12,378.28	531,602.33
35	08/01/2041	27,278.37	15,237.58	12,040.79	516,364.75
36	02/01/2042	27,278.37	15,582.71	11,695.66	500,782.04
37	08/01/2042	27,278.37	15,935.66	11,342.71	484,846.38
38	02/01/2043	27,278.37	16,296.60	10,981.77	468,549.78
39	08/01/2043	27,278.37	16,665.72	10,612.65	451,884.06
40	02/01/2044	27,278.37	17,043.20	10,235.17	434,840.86
41	08/01/2044	27,278.37	17,429.22	9,849.15	417,411.64

42	02/01/2045	27,278.37	17,824.00	9,454.37	399,587.64
43	08/01/2045	27,278.37	18,227.71	9,050.66	381,359.93
44	02/01/2046	27,278.37	18,640.57	8,637.80	362,719.36
45	08/01/2046	27,278.37	19,062.78	8,215.59	343,656.58
46	02/01/2047	27,278.37	19,494.55	7,783.82	324,162.03
47	08/01/2047	27,278.37	19,936.10	7,342.27	304,225.93
48	02/01/2048	27,278.37	20,387.65	6,890.72	283,838.28
49	08/01/2048	27,278.37	20,849.43	6,428.94	262,988.85
50	02/01/2049	27,278.37	21,321.67	5,956.70	241,667.18
51	08/01/2049	27,278.37	21,804.61	5,473.76	219,862.57
52	02/01/2050	27,278.37	22,298.48	4,979.89	197,564.09
53	08/01/2050	27,278.37	22,803.54	4,474.83	174,760.55
54	02/01/2051	27,278.37	23,320.04	3,958.33	151,440.51
55	08/01/2051	27,278.37	23,848.24	3,430.13	127,592.27
56	02/01/2052	27,278.37	24,388.41	2,889.96	103,203.86
57	08/01/2052	27,278.37	24,940.80	2,337.57	78,263.06
58	02/01/2053	27,278.37	25,505.71	1,772.66	52,757.35
59	08/01/2053	27,278.37	26,083.42	1,194.95	26,673.93
60	02/01/2054	27,278.09	26,673.93	604.16	0.00

1,636,701.92 890,198.93 746,502.99

CERTIFICATE OF THE CLERK

To: Stephen Watt

And To: OILC

IN THE MATTER OF an issue of a 30 year(s), 4.53% amortizing debenture of The Corporation Of The Township Of Billings (the "**Municipality**") in the principal amount of \$890,198.93, authorized by Debenture By-law Number 2024-02 (the "**Debenture By-law**");

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

I, Emily Dance, Clerk of the Municipality, **DO HEREBY CERTIFY THAT:**

1. The Debenture By-law was finally passed and enacted by the Council of the Municipality on January 16, 2024 in full compliance with the *Municipal Act, 2001*, as amended (the "**Act**") at a duly called meeting at which a quorum was present. Forthwith after the passage of the Debenture By-law, the same was signed by the Mayor and the Clerk and sealed with the municipal seal of the Municipality.

2. The authorizing by-law(s) referred to in Schedule "A" to the Debenture By-law (the "**Authorizing By-law(s)**") have been enacted and passed by the Council of the Municipality in full compliance with the Act at meeting(s) at which a quorum was present. Forthwith after the passage of the Authorizing By-law(s) the same were signed by the Mayor and by the Clerk and sealed with the municipal seal of the Municipality.

3. With respect to the undertaking of the capital work(s) described in the Debenture By-law (the "**Capital Work(s)**"), before the Council of the Municipality exercised any of its powers in respect of the Capital Work(s), and before authorizing any additional cost amount and any additional debenture authority in respect thereof (if any), the Council of the Municipality had its Treasurer complete the required calculation set out in the relevant debt and financial obligation limits regulation (the "**Regulation**"). Accordingly, based on the Treasurer's calculation and determination under the Regulation, the Council of the Municipality authorized the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), without the approval of the Ontario Land Tribunal pursuant to the Regulation.

4. No application has been made or action brought to quash, set aside or declare invalid the Debenture By-law or the Authorizing By-law(s) nor have the same been in any way repealed, altered or amended, except insofar as some of the Authorizing By-law(s) may have been amended by any of the Authorizing By-law(s) set forth in Schedule "A" (if any), and the Debenture By-law and the Authorizing By-law(s) are now in full force and effect. Moreover, the Mayor has not provided written notice to the Council of the Municipality of an intent to consider vetoing the Debenture By-law and no written veto document in respect of the Debenture By-law has been given to the Clerk.

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

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

[AFFIX SEAL]

Emily Dance, Clerk

CERTIFICATE OF THE TREASURER

To: Stephen Watt

And To: OILC

IN THE MATTER OF an issue of a 30 year(s), 4.53% amortizing debenture of The Corporation Of The Township Of Billings (the "**Municipality**") in the principal amount of \$890,198.93, for Capital Work(s) of the Municipality authorized by Debenture By-law Number 2024-02 (the "**Debenture By-law**");

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

This Certificate is issued pursuant to the financing agreement between OILC and the Municipality effective the April 19, 2023 (the "**Financing Agreement**"). Capitalized terms used herein and defined in the Financing Agreement have the meanings ascribed to them in the Financing Agreement.

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

1. The Municipality has received from the Ministry of Municipal Affairs and Housing its annual debt and financial obligation limit for the relevant years.
2. With respect to the undertaking of the capital work(s) described in the Debenture By-law (the "**Capital Work(s)**"), before the Council of the Municipality authorized **the** Capital Work(s), and before authorizing any additional cost amount and any additional debenture authority in respect thereof (if any), the Treasurer calculated the updated relevant debt and financial obligation limit in accordance with the applicable debt and financial obligation limits regulation (the "**Regulation**"). The Treasurer thereafter determined that the estimated annual amount payable in respect of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), would not cause the Municipality to reach or to exceed the relevant updated debt and financial obligation limit as at the date of the Council's approval. Based on the Treasurer's determination, the Council of the Municipality authorized the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), without the approval of the Ontario Land Tribunal pursuant to the Regulation.
3. As at the date hereof the Municipality has not reached or exceeded its updated annual debt and financial obligation limit.
4. In updating the relevant debt and financial obligation limit(s), the estimated annual amounts payable described in the Regulation were determined based on current interest

rates and amortization periods which do not, in any case, exceed the lifetime of any of the purposes of the Municipality described in such section, all in accordance with generally accepted accounting principles for local governments as recommended, from time to time, by the relevant Public Sector Accounting Board.

5. Any issues that were raised in any audit conducted under paragraph 16 (a) of the Financing Agreement have been resolved to the satisfaction of OILC in its sole discretion and/or OILC has not required an audit under paragraph 16 (a) of the Financing Agreement or such audit is not ongoing.

6. The term within which the debentures to be issued for the Municipality in respect of the Capital Work(s) pursuant to the Debenture By-law are made payable does not exceed the lifetime of such Capital Work(s).

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

8. Expenditures on the Capital Work(s) have been made or will be made in an amount that does not exceed the Committed Amount for such Capital Work(s), if OILC, in its sole discretion, has agreed to purchase the debentures to be issued pursuant to the Debenture By-law prior to making any Advance or prior to the expenditure of all or any portion of the Committed Amount on the Capital Work(s).

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

10. As of the date hereof none of the events specified in paragraph 12(c) of the Financing Agreement have occurred or are continuing.

11. On or before February 01, 2024, I as Treasurer, signed the fully registered amortizing debenture numbered 2024-02 in the principal amount of \$890,198.93 dated February 01, 2024, registered in the name of Ontario Infrastructure and Lands Corporation and authorized by the Debenture By-law (the "**OILC Debenture**").

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

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

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

15. The representations and warranties of the Municipality set out in paragraph 2 of the Financing Agreement were true and correct as of the date of the request to purchase the debentures in respect of the Capital Work(s) pursuant to the Debenture By-law and are true and correct as of the date hereof and the Municipality is not in material default of any of its obligations under such Financing Agreement.

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

[AFFIX SEAL]

Harmony Hancock, Treasurer

I, Emily Dance, Clerk of the Municipality do hereby certify that the signature of Harmony Hancock, Treasurer of the Municipality described above, is true and genuine.

[AFFIX SEAL]

Emily Dance, Clerk



BY-LAW NO 2024-03

BEING A BY-LAW TO PROVIDE FOR AN INTERIM TAX LEVY

WHEREAS Section 317 (1) of the *Municipal Act, 2001*, as amended, provides that Council of a local municipality may, before the adoption of the estimates for the year, pass a by-law imposing an interim levy on the assessment roll for taxation in the current year for the property in the municipality rate table for local municipal purposes, and;

WHEREAS such levy shall not exceed fifty percent (50%) of the total taxes raised for all purposes in the previous year on a property-by-property basis.

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

- 1.0 THAT interim tax levies are hereby imposed on the whole of the assessment for real property for all property classes according to the assessment roll for taxation in the prior year and shall be in the amount of fifty percent (50%) of the final 2023 taxes on the property.
- 2.0 THAT the interim tax levy shall become due and payable on March 31, 2024.
- 3.0 THAT on taxes of the interim tax levies in default after March 31, 2024 interest will be added at a rate of 1.25 percent per month for each and every month the default continues, until December 31, 2024.
- 4.0 THAT on all other taxes and interest in default January 1, 2024, interest shall be added at a rate of 1.25 percent per month or fraction thereof, and all by-laws and parts of by-laws inconsistent with this policy are hereby rescinded.
- 5.0 THAT penalties and interest added on all taxes of the interim tax levy in default shall become due and payable and shall be collected forthwith as if the same had originally been imposed and shall form part of the unpaid interim tax levy.
- 6.0 THAT the Treasurer may mail or cause the same to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable.
- 7.0 THAT taxes are payable to the Treasurer, Township of Billings at 15 Old Mill Rd., PO Box 34, Kagawong, ON P0P 1J0, by mailed in cheque, in person by cash, cheque or credit, through a Financial Institution (online bill payment system or in-person) or through an arranged Electronic Funds Transfer (EFT).
- 8.0 THIS By-Law shall come into force and effect commencing January 1, 2024.
- 9.0 THIS By-Law may be cited as "2024 Interim Tax Levy By-Law"

READ a FIRST and SECOND TIME this 16th day of January 2024

READ a THIRD TIME and FINALLY PASSED this 16th day of January 2024

Bryan Barker, Mayor

Emily Dance, CAO/Clerk



BY-LAW NO 2024-04

BEING A BY-LAW TO RECOVER THE CAPITAL COSTS RELATED TO THE CONSTRUCTION AND IMPROVEMENT OF THE OLD MILL ROAD WATERLINE FOR THOSE RECEIVING A PRESENT OR FUTURE BENEFIT FROM THE KAGAWONG WATER SYSTEM

WHEREAS the Council of the Corporation of the Township of Billings (“the Municipality”) has determined to construct and install certain improvements to the Kagawong Water System specifically along Old Mill Road within the Township of Billings that will provide a present or future benefit to the owners of those properties identified in Schedule “A” to this By-Law in accordance with costs itemized and set out therein;

AND WHEREAS Section 8 of the Municipal Act, 2001, R.S.O. 2001, c.25 as amended (the “Municipal Act”) provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it appropriate and to enhance the municipality’s ability to respond to municipal issues;

AND WHEREAS Section 391 of the Municipal Act authorizes a municipality to impose a fee or charge for capital costs related to services or activities provided by the Municipality on persons who derive or will derive a benefit from roads and road improvements, sanitary sewer and watermains constructed or installed to provide municipal services;

AND WHEREAS the persons to be charged for the capital costs incurred by the Municipality for its services or activities related to the construction and improvement of the water system are owners of land for which an immediate or future benefit will be derived;

AND WHEREAS the Municipality has determined that the capital costs of the improvements and the construction and installation of the Old Mill Road waterline shall be recovered through a charge imposed upon the land owned by those persons who derive or will derive a benefit at such time and in such manner as provided in this By-Law;

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

1.0 In this By-Law:

- a) **“Benefiting Property”** means a property adjacent to the Kagawong Water System who currently derives or may derive a benefit from the water system as shown on Schedule ‘A’ and identified by assessment roll number or legal description and against which the Capital Costs are to be assessed as a capital recovery charge.
- b) **“Capital Costs”** means the cost of the design, engineering, construction and improvements for the Old Mill Road waterline including consultants costs as more particularly set out in the capital costs sets out in Schedule ‘B’ to this By-Law.
- c) **“Municipality”** means the Corporation of the Township of Billings

- d) **“Works”** means the water system construction and improvements more particularly detailed in Schedule ‘C’
- 2.0 Every Owner of property identified on Schedule ‘A’, to this By-Law (benefiting property) shall pay to the Municipality the charge or charges imposed pursuant to this By-Law to recover the Capital Costs incurred by the Municipality (the “Capital Cost Recovery Charge”) for its services and activities provided in the construction and improvement of the Works as described herein. For greater certainty, the Capital Cost Recovery Charge shall consist of a service charge for the proportionate share of the Capital Costs of the Works to be borne by each Owner of a Property identified in Schedule ‘A’ to service that Property located within the benefiting property in the amount of eight hundred eighty eight dollars and eight-eight cents (\$888.88) payable over 4 equal payments in 2024/2025 at 0% interest.
- 3.0 The Owner of the land for which a Capital Cost Recovery Charge applies shall pay two hundred twenty two dollars and twenty two cents (\$222.22) on or before May 15, 2024, August 15, 2024, November 15, 2024 and February 15, 2025.
- 4.0 That the expenditure in the amount of two hundred seven thousand nine hundred ninety seven dollars and thirty seven cents (\$207,997.37) be the amount eligible for cost recovery after the application of permissible grant and other funding for the Old Mill Road Waterline Project as part of the Kagawong Water system.
- 5.0 The rates imposed by this By-Law shall be separate from and in addition to any other rates that the Municipality may be authorized by law to impose with respect to services and activities generally provided throughout the Municipality in relation to water system services.
- 6.0 No property is exempt from payment of the Capital Cost Recovery Charge imposed under this By-Law by reason only that is exempt from taxation under the Assessment Act.
- 7.0 Where any Capital Cost Recovery Charge remains unpaid after its due date, the amount unpaid shall be added to the tax role and shall be collected in the same manner as municipal taxes.
- 8.0 This By-Law shall be administered by the Municipal Treasurer.
- 9.0 The following schedules to this By-Law form an integral part thereof:
Schedule ‘A’ Properties Subject to Capital Cost Recovery Charge
Schedule ‘B’ Cost Breakdown for the Works
Schedule ‘C’ Detailed Description of the Works
- 10.0 In the event any provision, or part thereof, of this By-Law is found by a court of competent jurisdiction to be ultra vires, such provision, or part thereof shall be deemed to be severed, and the remaining portion of such provision and all other provisions of this By-Law shall remain in full force and effect.
- 11.0 This By-Law shall come into force and effect upon passing.
- 9.0 This By-Law may be cited as “Old Mill Road Cost Recovery By-Law”

READ a FIRST and SECOND TIME this 16th day of January 2024

READ a THIRD TIME and FINALLY PASSED this 16th day of January 2024

Bryan Barker, Mayor

Emily Dance, CAO/Clerk

Schedule 'A' – Properties Subject to Capital Cost Recovery

Roll Number	Property Address
5121-000007-17300-0000	100 MAPLE
5121-000007-21100-0000	30 BIRCH
5121-000007-21200-0000	36 BIRCH
5121-000007-21700-0000	23 POPLAR
5121-000007-13600-0000	102 OLD MILL
5121-000007-17400-0000	104 MAPLE
5121-000007-19600-0000	107 MAPLE
5121-000007-21000-0000	10 BIRCH
5121-000007-17500-0000	110 MAPLE
5121-000007-19700-0000	113 MAPLE
5121-000007-17600-0000	118 MAPLE
5121-000007-00900-0000	11 MAIN
5121-000007-15200-0000	11 MANITOU
5121-000007-21600-0000	11 POPLAR
5121-000007-08600-0000	11 UPPER
5121-000007-13800-0000	121 OLD MILL
5121-000007-13901-0000	123 OLD MILL
5121-000007-13900-0000	123B OLD MILL
5121-000007-08500-0000	123 MAIN
5121-000003-05600-0000	1285 LAKESHORE RD
5121-000007-17700-0000	128 MAPLE
5121-000007-19800-0000	129 MAPLE
5121-000006-04615-0000	130 LEBAR
5121-000007-17800-0000	130 MAPLE
5121-000003-05700-0000	1317 LAKESHORE RD
5121-000003-05800-0000	1352 LAKESHORE RD
5121-000007-00700-0000	1385 LAKESHORE RD
5121-000007-17900-0000	140 MAPLE
5121-000007-20100-0000	141 MAPLE
5121-000007-00106-0000	1428 LAKESHORE RD
5121-000007-00100-0000	1428B LAKESHORE RD
5121-000006-04610-0000	142 LEBAR
5121-000003-11900-0000	149 YOUNG
5121-000007-00300-0000	14 MAIN
5121-000007-23200-0000	10A-B OAK
5121-000007-06300-0000	14 RAINBOW
5121-000007-10200-0000	153 MAIN
5121-000007-10400-0000	159 MAIN
5121-000007-20000-0000	15 CEDAR
5121-000007-08700-0000	15 UPPER
5121-000007-11300-0000	160 MAIN
5121-000007-10600-0000	165 MAIN
5121-000007-11500-0000	166 MAIN
5121-000007-10700-0000	169 MAIN
5121-000007-20300-0000	16 CEDAR
5121-000006-12400-0000	16 SERENDIPITY
5121-000007-11600-0000	170 MAIN
5121-000007-18000-0000	170 MAPLE
5121-000007-18100-0000	176 MAPLE
5121-000007-15300-0000	17 MANITOU
5121-000007-22700-0000	17 OAK
5121-000007-18200-0000	182 MAPLE
5121-000007-10900-0000	183 MAIN

5121-000006-04900-0000	184 LEBAR
5121-000007-11800-0000	184 MAIN
5121-000007-22100-0000	18 POPLAR
5121-000007-18300-0000	192 MAPLE
5121-000007-08800-0000	19 UPPER
5121-000007-08100-0000	204 MAIN
5121-000007-05800-0000	205A MAIN
5121-000007-05700-0000	205B MAIN
5121-000007-05601-0000	205D MAIN
5121-000007-06400-0000	20 RAINBOW
5121-000007-00400-0000	20 MAIN
5121-000007-08000-0000	214 MAIN
5121-000007-20700-0000	21 BIRCH
5121-000007-23700-0000	22 GORDON
5121-000006-12500-0000	22 SERENDIPITY
5121-000007-05500-0000	22 WHISKEY
5121-000007-02420-0000	22 YOUNG
5121-000007-20900-0000	23 GORDON
5121-000007-08900-0000	23 UPPER
5121-000007-16100-0000	24 MAPLE
5121-000007-15400-0000	25 MANITOU
5121-000007-18800-0000	25 MAPLE
5121-000007-23800-0000	26 GORDON
5121-000007-06500-0000	26 RAINBOW
5121-000007-04300-0000	285 MAIN
5121-000007-23400-0000	28 OAK
5121-000007-07800-0000	28 WHISKEY
5121-000007-05200-0000	295 MAIN
5121-000007-06200-0000	2 RAINBOW
5121-000007-05000-0000	305 MAIN
5121-000007-16200-0000	30 MAPLE
5121-000007-14000-0000	317 MAIN
5121-000007-01400-0000	31 MAINS
5121-000007-14100-0000	321 MAIN
5121-000007-14200-0000	323 MAIN
5121-000007-14300-0000	327 MAIN
5121-000007-04900-0000	32A BEACH
5121-000007-04800-0000	32B BEACH
5121-000007-16300-0000	32 MAPLE
5121-000007-06600-0000	32 RAINBOW
5121-000007-14500-0000	337 MAIN
5121-000007-14600-0000	341 MAIN
5121-000007-14700-0000	347 MAIN
5121-000007-14900-0000	353 MAIN
5121-000007-23000-0000	35 OAK
5121-000007-21800-0000	35 POPLAR
5121-000007-09200-0000	35 UPPER
5121-000007-15100-0000	361 MAIN
5121-000007-15000-0000	367 MAIN
5121-000007-00200-0000	36 MAINS
5121-000007-23500-0000	36 OAKDR
5121-000007-22300-0000	36 POPLAR
5121-000007-07900-0000	36 WHISKEY
5121-000006-03000-0000	37 BEACH
5121-000007-09300-0000	37 UPPER

5121-000007-07700-0000	38 BEACH
5121-000007-22400-0000	38 POPLAR
5121-000007-06700-0000	38 RAINBOW
5121-000007-20800-0000	39 BIRCH
5121-000007-21900-0000	39 POPLAR
5121-000007-09400-0000	39 UPPER
5121-000007-21300-0000	40 BIRCH
5121-000007-23900-0000	40 GORDON
5121-000007-03400-0000	40 YOUNG
5121-000007-01500-0000	41 MAIN
5121-000006-02902-0000	43 LEBAR
5121-000007-03500-0000	44 YOUNG
5121-000007-09500-0000	45 UPPER
5121-000007-09600-0000	47 UPPER
5121-000007-16400-0000	48 MAPLE
5121-000007-03600-0000	49 YOUNG
5121-000007-01600-0000	51 MAINS
5121-000007-09700-0000	51 UPPER
5121-000007-16500-0000	52 MAPLE
5121-000007-01700-0000	55 MAIN
5121-000007-09800-0000	55 UPPER
5121-000007-08210-0000	56 CARTER
5121-000007-19100-0000	59 MAPLE
5121-000007-07200-0000	60 RAINBOW
5121-000007-01900-0000	61 MAINS
5121-000007-09900-0000	61 UPPER
5121-000007-16700-0000	62 MAPLE
5121-000007-12900-0000	62 OLD MILL
5121-000003-11300-0000	62 YOUNG
5121-000007-08215-0000	64 CARTER
5121-000007-07400-0000	64 RAINBOW
5121-000007-02105-0000	65 MAIN
5121-000007-02300-0000	66 MAIN
5121-000007-16800-0000	66 MAPLE
5121-000007-02100-0000	67 MAIN
5121-000007-05900-0000	67 UPPER
5121-000007-03700-0000	69 YOUNG
5121-000007-15700-0000	6 SERENDIPITY
5121-000007-13100-0000	72 OLD MILL
5121-000007-13200-0000	76 OLD MILL
5121-000007-02400-0000	77 MAIN
5121-000007-13300-0000	78 OLD MILL
5121-000007-20500-0000	7 GORDON
5121-000007-22600-0000	7 OAK
5121-000007-17000-0000	80 MAPLE
5121-000007-03800-0000	81 YOUNG
5121-000007-13400-0000	82 OLD MILL
5121-000007-17100-0000	84 MAPLE
5121-000004-10409-0000	85 YOUNG
5121-000007-03000-0000	87 MAIN
5121-000007-04000-0000	89 YOUNG
5121-000007-07500-0000	90A RAINBOW
5121-000007-07600-0000	90B RAINBOW
5121-000007-19400-0000	91 MAPLE
5121-000007-17200-0000	92 MAPLE

5121-000007-19500-0000	97 MAPLE
5121-000007-03100-0000	91 MAIN
5121-000007-03200-0000	95 MAIN
5121-000007-12200-0000	146 MAIN
5121-000007-08300-0000	34 CARTER
5121-000007-12400-0000	188 MAIN
5121-000007-10000-0000	18 UPPER
5121-000007-12100-0000	39 HENRY
5121-000007-11900-0000	15 OLD MILL
5121-000007-04600-0000	MAIN
5121-000006-03010-0000	RAINBOW/BEACH
No roll no. assigned	Bridal Veil Falls Parking Lot
5121-000007-00800	Con 15 PT LT 28
5121-000007-00500	Con 15 PT LT 27, 28 Plan 31R-2284 Parts 3,4
5121-000007-01100	Con 15 Lot 28 RP 31R435 Part 4 to Part 11
5121-000007-02405	Con 15 PT Lot 28 RP 31R1746 Pt 1
5121-000007-02410	Con 15 and 16 Pt Lot 28 RP 31R3579 Parts 1 and 2
5121-000007-02415	Con 15 PT Lot 28 RP 31R1746 Pt 7,8,9 Plan 31R-2560 Part 5
5121-000007-02500	Con 15 Lot 28 RP31R1786 Pts 1 & 2
5121-000007-02600	Con 15 Pt Lot 28 RP 31R-1789 Pt 4
5121-000007-02700	CON 15 PT LOT28 RP 31R- 1789 PART 3
5121-000007-02800	CON 15 PT LOT 28 RP 31R-1789 PART 2 INST 067039
5121-000007-02900	CON 15 PT LOT 28 RP 31R-1789 PART 1 INST 067039
5121-000007-04200	CON 15 LOT 29 RP 31R 1528 PART 2 INST 69732
5121-000007-04400	BILLINGS CON 16 LOT 30 RP 31R769 PART 2 PART 4
5121-000007-04500	CON 16 LOT 30 RP 31R769 PART 3
5121-000007-05100	CON 16 LOT 30 RP 31R1287 PARTS 1 & 4
5121-000007-05300	CON 16 PT LOTS 29 AND 30
5121-000007-05600	CON 16 PT LOT 29 RP 31R3104 PARTS 4 TO 8
5121-000007-06100	CON 16 LOT 29 PLAN T15806 BLK A
5121-000007-06800	CON 16 LOT 29 PLAN T15806 LOT 7
5121-000007-06900	CON 16 LOT 29 PLAN T15806 LOT 8
5121-000007-07000	CON 16 LOT 29 LOT 30 PLAN T15806 LOT 9
5121-000007-07100	CON 16 LOT 30 PLAN T15806 LOT 10
5121-000007-07300	CON 16 LOT 30 PLAN T15806 LOT 12
5121-000007-08500	CON 16 PT LOT 28 KAGAWONG TOWN PLOT PLAN 10 LOT 1 UPPER ST AND RP 31R1771 PART 1 RP 31R1913 PART 1 RP 31R3189 PART 1 RP 31R3216
5121-000007-09000	KAGAWONG TOWN PLOT PLAN 10 LOTS 12 TO 14 UPPER ST
5121-000007-09500	BILLINGS PLAN 10 LOTS 20 AND 21 AND RP 31R1746 PART 11
5121-000007-10300	BILLINGS CON 16 LOT 28 KAGAWONG TOWNPLOT PLAN 10
5121-000007-10800	BILLINGS CON 16 PT LOT 28 PLAN 10 LOT 49 AND RP 31R4087 PART 2
5121-000007-12000	BILLINGS CON 16 LOT 28 RP 31R410 PART 1 AND 31R-1258 PART 5
5121-000007-12100	BILLINGS CON 15 CON 16 LOT 27 LOT 28
5121-000007-12800	BILLINGS CON 16 PT LOT 27 RP 31R377 PARTS 1 2 4
5121-000007-13000	BILLINGS CON 16 PT LOT 27
5121-000007-13500	BILLINGS CON 16 LOT 27 INST 067199
5121-000007-14400	ALLAN CON 10 PT LOT 1 RP 31R-1675 PARTS 1,2
5121-000007-14800	ALLAN CON 10 PT LOT 1 31R-3176 PART 8 NOT ON WATER
5121-000007-14801	ALLAN CON 10 PT LOT 1 31R-3176 PART 8 NOT ON WATER
5121-000007-14900	ALLAN CON 10 LOT 1 RP 31R570 PART 1 PART 2
5121-000007-15500	ALLAN CON 10 LOT 1 RP 31R988 PART 1
5121-000007-15600	ALLAN CON 11 PT LOTS 3,4 RP 31R-1949 PARTS 3,4
5121-000007-23100	ALLAN CON 11 LOT 4 PLAN S154 PART LOT 67 RP 31R-1899 PART 1
5121-000007-15900	ALLAN CON 11 LOT 2 PLAN S154 LOT 1
5121-000007-16000	ALLAN CON 11 LOT 2 PLAN S154 LOT 2

5121-000007-16600	ALLAN CON 11 LOT 2 PLAN S154 BLK A
5121-000007-18400	ALLAN CON 11 PT LOT 3 PLAN S-154 PT LOT 25
5121-000007-18500	ALLAN CON 11 LOT 2 PLAN S154 BLK G
5121-000007-18600	ALLAN CON 11 LOT 2 PLAN S154 LOT 26
5121-000007-18900	ALLAN CON 11 LOT 2 PLAN S154 LOT 29
5121-000007-19000	ALLAN CON 11 LOT 2 PLAN S154 BLK B
5121-000007-19100	ALLAN CON 11 LOT 2 PLAN S154 LOT 30
5121-000007-19300	ALLAN CON 11 LOT 2 LOT 3 PLAN S154 LOT 32
5121-000007-19500	ALLAN CON 11 LOT 3 PLAN S154 LOT 34
5121-000007-19900	ALLAN CON 11 LOT 3 PLAN S154 LOT 38 RP 31R370 PART 1 AND PART 2
5121-000007-20200	ALLAN CON 11 LOT 3 PLAN S154 LOT 41
5121-000007-20600	ALLAN CON 11 LOT 3 LOT 4 PLAN S154 LOT 44
5121-000007-21500	ALLAN CON 11 LOT 3 LOT 4 PLAN S154 LOT 52 INST 68865
5121-000007-22800	ALLAN CON 11 LOT 4 PLAN S154 LOT 64
5121-000007-22900	ALLAN CON 11 LOT 4 PLAN S154 LOT 65
5121-000007-23600	ALLAN CON 11 LOT 3 PLAN S154 LOT 72
5121-000007-24000	ALLAN CON 11 LOT 3 PLAN S154 BLK C

Schedule 'B' Cost Breakdown for the Works

Vendor	Invoice Date	Description	Invoice Total * HST incl.	Eligible Cost *HST not incl.
Denis Gratton Construction Ltd	May 31, 2023	Construction	\$ 1,024,727.09	\$ 906,838.13
EXP	May 9, 2023	Engineering	\$ 7,055.53	\$ 6,243.83
EXP	April 19, 2023	Engineering	\$ 2,251.10	\$ 1,992.12
EXP	March 14, 2023	Engineering	\$ 3,287.54	\$ 2,909.33
EXP	February 10, 2023	Engineering	\$ 9,352.86	\$ 8,276.87
EXP	January 13, 2023	Engineering	\$ 32,389.24	\$ 28,663.05
EXP	November 30, 2022	Engineering	\$ 5,251.27	\$ 4,647.14
EXP	November 1, 2022	Engineering	\$ 13,011.89	\$ 11,514.95
Beacon Images	April 20, 2023	Project Signage	\$ 547.71	\$ 484.70
Denis Gratton Construction Ltd	July 31 2023	Construction	\$ 386,549.69	\$ 342,079.37
EXP	May 9, 2023	Engineering	\$ 7,055.53	\$ 6,243.83
Denis Gratton Construction Ltd	September 25 2023	Construction	\$ 110,184.18	\$ 97,508.12
Denis Gratton Construction Ltd	October 23 2023	Construction	\$ 17,040.01	\$ 15,079.65
EXP	June 21 2023	Engineering	\$34,910.83	\$ 30,894.54
EXP	September 22 2023	Engineering	\$ 13,959.77	\$ 12,353.77
EXP	July 28 2023	Engineering	\$ 7,504.18	\$ 6,640.87
EXP	August 24 2023	Engineering	\$ 9,546.12	\$ 8,447.89

EXP	October 27 2023	Engineering	\$ 12,958.64	\$ 11,467.82
Bell Canada	October 20 2023	Bell Pole Relocations	\$ 3,563.79	\$ 3,153.80
Dennis Gratton Construction LTD	November 23, 2023	Construction Holdback	\$ 174,829.66	\$ 154,716.51
			\$ 1,875,976.63	\$ 1,660,156.29

Schedule 'C' Detailed Description of the Works

The Old Mill Road Waterline Replacement Project, as initiated by engineering RFP 2022-05, and implemented through the tender resulting from Construction RFP #2023-02, consisted of the following components:

- Decommissioning of the existing waterline, and abandonment in place.
- Installation, including excavation, bedding and backfilling, of approximately 900 m of new 200 mm HDPE watermain in the roadway, with associated valve boxes and connections.
 - The Kagawong River crossing was accomplished using directional drilling.
- Installation of new service connections at all existing services.
- Installation of hydrants.
- Road re-instatement, including culverts and drainage, guardrail where required, and replacement of hard-surfacing.
- All associated engineering, including design, contract administration, and site inspection.



BY-LAW NO 2024-05

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

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

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

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

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

1. THAT the actions of the Council of The Corporation of The Township of Billings at its Council Meeting held on January 16, 2024 in respect to each report, motion, resolution, or other actions recorded and taken by Council at its meetings, except where the prior approval of the Ontario Lands Tribunal is required is hereby adopted, ratified, and confirmed as if all such proceedings were expressly embodied in this By-Law.
2. THAT the Mayor and CAO/Clerk, or such other official as deem appropriate are hereby authorized and directed to do all things necessary to give effect to the said action, of Council of the Township of Billings referred to in the proceeding section.
3. THAT the Mayor and CAO/Clerk are hereby authorized and directed to execute all documents necessary on behalf of the Council and to affix the corporate seal of The Corporation of The Township of Billings to all such documents.
4. THIS By-Law shall come into full force and effect upon final passage.
5. THIS By-Law may be cited as the "January 16, 2024 Confirmatory By-Law".

READ a FIRST and SECOND TIME this 16th day of January, 2024

READ a THIRD TIME and FINALLY PASSED this 16th day of January, 2024

Bryan Barker, Mayor

Emily Dance, CAO/Clerk