



The Corporation of the Township of Billings

Council Meeting Agenda

November 28th, 2023 7:00 p.m.

Virtual Meeting

Council

Bryan Barker, Mayor

David Hillyard, Deputy Mayor

Jim Cahill, Councillor

Vince Grogan, Councillor

Michael Hunt, Councillor

Staff

Emily Dance, CAO/Clerk

Todd Gordon, Municipal Project Manager

1. Call to Order

Mayor Bryan Barker to call the meeting to order.

2. Approval of Agenda

2.1. Confirm approval of the agenda.

3. Disclosure of Pecuniary Interest

4. Adoption of Minutes

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

4.1. Regular Council Meeting – November 7th, 2023

5. Delegation

6. Committee Reports

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

6.1.1. November 14, 2023 Island Wide Waste Management Resource Committee Meeting Notes

6.1.2. October 2, 2023 Museum Committee Minutes

6.1.3. October 10, 2023 Billings Public Library Board Minutes

6.1.4. June 22, 2023 Lake Kagawong Resource Committee Minutes

6.1.5. September 18, 2023 Parks, Recreation and Wellness Committee Minutes

6.1.6. September 13, 2023 Community Policing Advisory Committee Minutes

6.1.7. October 24, 2023 Planning Board Minutes

6.1.8. September 19, 2023 Provincial Offences Board of Management Minutes

6.1.9. Manitoulin-Sudbury District Services Board 2023 Third Quarter Activity Report with Budget and 2024 Budget

7. Staff Reports

- 7.1. BP-2023-11-10 Jerusalem Hill Road Land Exchange
- 7.2. BP-2023-11-11 Lakeshore Road Waterline (Private) Easement Agreement
- 7.3. MPM-2023-11- 26 Inclusive Community Grant Update
- 7.4. MPM-2023-11-27 – Pedestrian Bridge Project Update
- 7.5. TR-2023-11-15 – Asset Retirement Obligations Policy
- 7.6. TR-2023-11-16 – Employee Wage Increase 2024
- 7.7. TR-2023-11-17 – Accept Tax Payments for First Nation Properties Transfer Payment Agreement
- 7.8. TR-2023-11-18 – 2024 Budget - Council Remuneration & Per Diem
- 7.9. CAO-2023-11-26 – Township Website RFP
- 7.10. CLK-2023-11-29 – 2024 Council Meeting Schedule

8. Correspondence Requiring Direction

9. Information

- 9.1. [2023/24 Ombudsman Annual Report](#)
- 9.2. [Public Health Sudbury & Districts 2024-2028 Strategic Plan](#)
- 9.3. 2024 Ontario Municipal Partnership Fund (OMPF) 2024 Allocation Notice
- 9.4. Town of Rainy River – Water Treatment Training Opportunities
- 9.5. The Corporation of the Municipality of Wawa – Amend Legislation Act, Digital Publications
- 9.6. The Corporation of the Township of Terrace Bay – Opposition to Strong Mayor Power in Aurora
- 9.7. Sustainable Northern Ontario Economic Development (SNOED) Course Flyer

10. Accounts for Payment

- 10.1. Accounts for Payment October 30, 2023 to November 21, 2023

11. By-Laws and Agreements

- 11.1. 2023-109 Accept Tax Payments for First Nation Properties

12. Notice of Motions

13. Closed Session

- 13.1. THAT the Township of Billings Council hereby moves into Closed Session pursuant to [s. 239(2)(b)] Personal matters about an identifiable individual (2) – Expected Conduct Policy; Personnel information AND [s. 239(2)(d)] Labour relations or employee negotiations -Director of Finance/Treasurer position FURTHER returns to open session upon completion.

14. Report out of Closed Session

15. Confirmatory By-Law

- 15.1. By-Law No. 2023-110 Being the November 28th, 2023 Confirmatory By-Law

16. Adjournment

- 16.1. Motion to Adjourn



Document Accessibility

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The Corporation of the Township of Billings
Council Meeting Minutes
November 7th, 2023 7:00 p.m.
Park Centre – 39 Henry Drive, Kagawong

Council

Bryan Barker, Mayor
David Hillyard, Deputy Mayor
Jim Cahill, Councillor
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 Council meeting of the Township of Billings to order at 7:00 p.m.
Mayor Barker called a recess.
The meeting reconvened at 7:21pm.

2. Approval of Agenda

2.1. Confirm approval of the agenda.
2023-537
Moved by Hunt Seconded by Hillyard
THAT the Township of Billings Council hereby approves the agenda as presented.
Carried.

3. Disclosure of Pecuniary Interest

None noted.

4. Adoption of Minutes

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

4.1. Regular Council Meeting – October 17th, 2023
2023-538
Moved by Grogan Seconded by Cahill
THAT the October 17th, 2023 Regular Council Meeting Minutes be adopted as presented.

Carried.



5. Staff Reports

5.1. TR-2023-11-15 Old Mill Road Waterline Replacement Cost Recovery Options (*amended*)

6. Delegation

6.1. Steve Watt, Municipal Solicitor – Cost Recovery under the *Municipal Act, 2001*

Mr. Steve Watt, Municipal Solicitor, was welcomed by Mayor Barker and explained Cost Recovery as it is presented in the Municipal Act, 2001

2023-539

Moved by Hillyard Seconded by Cahill

THAT the Township of Billings Council hereby approves Report 2023-11-15 AND directs staff to bring forward a report with an allocated cost comparison including benefiting property owners across the entire water users with the excluded costs AND FURTHER outline the financing options including length of term AND FURTHER arrange for a Special Meeting for delegations from the public

Carried.

7. Confirmatory By-Law

7.1. By-Law No. 2023-108 Being the November 7th, 2023 Confirmatory By-Law

2023-540

Moved by Hunt Seconded by Grogan

THAT By-Law No. 2023-108 being the November 7th, 2023 Confirmatory By-Law be read a first, second and third time AND finally passed this 7th day of November, 2023.

Carried.

8. Adjournment

8.1. Motion to Adjourn

2023-541

Moved by Hunt Seconded by Grogan

THAT the Township of Billings Council hereby adjourns at 8:33 p.m.

Carried.

Mayor Bryan Barker

CAO/Clerk Emily Dance



The Corporation of the Township of Billings
Island Wide Waste Resource Citizen Committee
Meeting Notes

November 14th, 2023 7:00 p.m.
Park Centre – 39 Henry Drive, Kagawong

1. Call to Order

2. Meeting Introduction – Chair Grogan

Chair Grogan thanked everyone for attending the meeting. Everyone went around the table and introduced themselves. Chair Grogan acknowledged that this is an island wide initiative and thanked the Council of the Township of Billings for offering to take the municipal lead on the initiative.

2.1. Township of Billings Municipal Lead

At the October 3, 2023 Township of Billings Council Meeting, Council supported that the Township of Billings be the Municipal Lead on the project. This will include organizing and managing meetings, communicating with stakeholders including local municipalities and First Nation Communities, provincial government and granting organizations, and applying for grant funding and reporting.

3. Priorities of the Committee - Discussion

3.1. Education and Initiative Awareness

We heard that education is an important part in both awareness of the initiative and to find ways in reducing the amount of waste going into our landfills. An inexpensive way to get the word out and to garner support is in creating a communications plan that can do both. Education pieces can be drafted and shared on municipal websites and community group pages. It is suggested that a minimum of four pieces be drafted to start that can run every week. Need volunteers to meet outside this forum and submit the drafts to the Township of Billings.

It was suggested that Sub Committees be formed to deal with certain items of education, for example social media, blog, newspaper. Volunteers will be needed. It was suggested that the Climate Action Blog could be used.

ACTION: CAO/Clerk to send the link to the Climate Action Blog to the members for consideration.

3.2. Municipal and First Nation Support

3.2.1. Delegations



In order to get support from municipalities and First Nation Communities it is recommended that a delegation to speak at a meeting and/or a letter be sent outlining the initiative and the reasons for the request for financial support. It is recommended that the request go out as soon as possible to meet the 2024 budget considerations. Recommend that the Chair, one to two other Committee members be in attendance along with staff to present the initiative and the benefits of collaboration.

A discussion was held on the need to have a description or business plan in place before the delegations are requested. Need to include specifics on what the requested funding will be for. More time is needed to brainstorm to create a mission statement and Terms of Reference.

By group consensus an informal meeting will be held in December to gather input on a Terms of Reference and a mission statement for the Committee. Municipal staff will not be needed. Paul Darlaston agreed to take the meeting notes.

ACTION: The CAO/Clerk will send a copy of the meeting notes and copy of a Terms of Reference to members of the group. Ideas can be e-mailed to the Chair or brought to the meeting in December.

3.2.2. Financial Support

The request for financial support from municipalities and First Nations will be for an Island Wide Waste Management Coordinator position. It is suggested that it be a contract position that would coordinate the provincial funding application process, gather information, provide meeting management support and provide consistent reporting to stakeholders. The position would be maintained by the Township of Billings and follow all human resources policies of Billings.

A discussion was held regarding a contract position. It was suggested that a clear position be drafted, look to other Human Resources sites for an idea on salary. It was noted that grant funding might be available for the position.

3.2.3. Open Discussion

A round table discussion was held to discuss the objective of the initiative. Points included:

- Inclusive, allowing members to join as we go, island wide initiative everyone feels welcome at the table.

- Overall reduce waste going into landfill, recycling, encouraging, reduce what people buy, better deal with less waste to our landfill.
- Reduce reuse recycle refurbish and restore.
- Look at process a system industry, inclusiveness municipalities want to participate, scalable, more garbage coming in then we know what to do with, double triple in size.
- Long term solution.
- Opportunity to change habits.
- Cost savings goal.
- Include Provincial government mandate.
- Turn waste into resource.
- Producer responsibilities.
- Environmental social and governance side.
- Manitoulin to be a showcase for dealing with the waste.
- Work together on waste initiatives collaboratively.
- Terms of Reference should be in line with the government mandate.
- Objectives to fit the needs align with the government and other forms of government inclusive in language and long-term goals.
- Terms of Reference and mission, encourage participation.
- Cost savings should feed back to this project.

3.3. Feasibility Study

The CAO/Clerk explained that there may be other funding opportunities; however the main grant funding is FCM under the Green Municipal Fund. This has funding available to implement innovative waste management solutions and reduce, recover, and recycle solid waste.

Funding is available in grants or loans combined with grants for all stages of the project's life cycle. Should the group wish to go through the funding process with FCM the first step is to apply for funding for a feasibility study to assess potential high impact waste challenges. This study is a requirement to move forward with any funding for a pilot project or capital project. This study could be waste management or waste reduction and diversion.

Should we be successful in island wide support we will also have an opportunity to research other funding opportunities that may help.

Project	Funding
Feasibility Study	Grant for up to 50 % of eligible costs to a maximum of \$175,000



Pilot Project	Grant from 50 to 80% of eligible costs up to a maximum of \$500,000
Capital Projects	Financing for up to 80% of eligible costs to a maximum combined financing of \$10M

Exact costs for a feasibility study are not yet known as would be as it would depend on the parameters set from the group a feasibility study typically includes

- The problem to be addressed, context background on the options considered, and criteria used to select the proposed option according to predetermined criteria.

4. Next Meeting

4.1. By group consensus an informal meeting will be held in December to gather input on a Terms of Reference and a mission statement for the Committee. Municipal staff will not be in attendance.

5. Other items

A request was brought forward for the Committee to endorse Bill Orford in the endeavor for a Director at Large Ontario Federation of Farmers.

The Committee provided unanimous support.

ACTION: CAO/Clerk to provide the letter of support.

reThink green is hosting a zoom session on November 22nd 10 am with waste reductions strategies. reThink green has offered to waive the fee to any member. Any member that would like to attend can email Colen.

ACTION: CAO/Clerk to include Colen’s email in circulation of the meeting notes.

6. Adjourn

The meeting adjourned at 8:50pm



The Corporation of the Township of Billings
Museum Committee Minutes
Monday October 2, 2023 7:00 pm
Old Mill Heritage Centre, Kagawong

Members

Councillor Michael Hunt, Chair
Barb Edwards
Deb Flaxman
Dianne Fraser
Diane Larocque
Brad MacKay
Wes Newburn

Staff

Rick Nelson, Museum Curator
Tina Beckerton, Recording Secretary

1. Call to Order

Chair Michael Hunt called the meeting to order at 6:54PM

2. Approval of Agenda

Motion to approve the agenda

Motion

Moved By: Wes Newburn

Seconded: By Deb Flaxman

THAT the Billings Museum Committee hereby approves the October 2, 2023 agenda as presented.

Carried

3. Disclosure of Pecuniary Interest

None Noted

4. Adoption of Minutes

Motion

Moved By: Deb Flaxman

Seconded: By Wes Newburn

THAT the Billings Museum Committee hereby approves the September 11 minutes as presented.

Carried

5. Financial Report

Moved By: Brad MacKay

Seconded By: Diane Larocque



THAT the Township of Billings Museum Committee hereby receives for information verbal financial report.

Carried

6. Curators Report

6.1. **CU-2023-41-05-** October 2023 Curator Report

Motion

Moved By: Dianne Fraser

Seconded By: Barb Edwards

THAT the Township of Billings Museum Committee hereby receives for information Curators Report – October 2023

Carried

7. Old Business

7.1. Museum Committee Working Chart discussion- October 2, 2023

Motion

Moved By: Diane Larocque

Seconded By: Barb Edwards

THAT the Township of Billings Museum Committee hereby approves the direction as given regarding the museum committee working chart.

Carried

8. New Business

8.1. Thanking the Market – The Curator thanked the Market and the TWP for the approved donation to the Museum.

8.2. Dissecting the GG Candidates – Curator read letter. Not selected. It is an honor to be nominated.

8.3. Museum Committee Meeting time - Due to staffing capacity for secretary duties, it is being proposed that the time of the Museum Board Meeting be moved to 5:00 pm to accommodate.

Motion

Moved By: Barb Edwards

Seconded By: Deb Flaxman

THAT the Township of Billings Museum Committee hereby approves the agreed upon time of 5:30 PM for Museum Committee meetings held in November / December.

Carried

8.4 Annual Report – Dianne Fraser to draft report to bring to Nov. 6 budget meeting.

Motion

Moved By: Brad MacKay

Seconded By: Deb Flaxman

THAT the Township of Billings Museum Committee hereby approves that Dianne Fraser will complete a Draft Financial report to be submitted to the CAO for review.

Carried

9. Council Report

9.1. Councillor Hunt to provided an update on recent Council Developments.



10. Meeting Schedule

Monday November 6, 2023 (Budget Discussion) **5:30PM**

Monday December 4, 2023 **5:30PM**

11. Adjournment

11.1. Motion to Adjourn

Motion

Moved by: Diane Larocque

Seconded by: Dianne Fraser

THAT the Billings Museum Committee hereby adjourns at 8:08PM

Carried

Chair

Recording Secretary



Billings Public Library

Library Board Minutes

October 10, 2023 7:00 p.m.

18 Upper Street, Kagawong

Members

Michael Hunt, Councillor

Phyllis Cacciotti, Chair

Bill Elliott

Gail Los

Renee Patterson - regrets

Willa Wilson

Staff

Jill Ferguson, C.E.O

1. Call to Order

Chair called the meeting to order at 7:06pm

2. Disclosure of Pecuniary Interest

None noted

3. Adoption of Minutes

Motion

Moved By Gail Los Seconded By Willa Wilson

THAT the Billings Library Board hereby approves the September 12, 2023 minutes with the following changes:

- Correct typos: #5 Council Report "open-air burning by law"; #8 New Business "chair"

Carried

4. Treasurer's Report

4.1. Financial Report – September 12, 2023

The Township is in the process of updating the financial reporting for Boards and Committees the new report will be available at an upcoming meeting. The balance details will be provided verbally.

- CEO noted that the most recent bank balance as per township records is \$16,809. Some clarity about wage payment is needed (when, from which account).

Motion

Moved By Bill Elliott Seconded By Phyllis Cacciotti

THAT the Billings Library Board hereby approves the verbal financial report as presented.

Carried

5. Council Report

5.1. Councillor Michael Hunt provided an update on current Council business.

- Architects hired to advise on making Municipal Office more accessible; fire hall is 99% complete; river bridge is progressing, extension granted until end of November; council accepted proposal to monitor landfill use, possibility of extending to the west, and an Island-wide committee has been struck to try to solve waste problems.



6. Librarian’s Report

Document attached

7. Old Business

Item	Discussion
<p>Improving Communication with Township The Board requested the Township provide some suggestions on meeting management and improvements on communications between the Board and Council.</p>	<p>In progress CAO/Clerk Emily Dance attended the May and September Library Board meeting and made suggestions on improving communications including procedures to assist with meeting management. The Township has adopted a new agenda management system, when running Jill and Emily will work together to bring the library onto the system.</p> <p><i>The end goal is to have library minutes appended to the council package in a timely manner.</i></p>
<p>Trillium Grant Support the Township in the grant application to the Trillium Foundation for renovations to the Park Centre</p>	<p>In progress -The Township made the application and are awaiting a response</p>
<p>Bathroom Update Review Quote – One quote was received by Board directed staff to request another quote for comparison.</p>	<p>In progress Awaiting quotes</p>
<p>Silent Auction Preparation</p>	<p>In progress - The Board confirmed the silent auction as November 23-26, 2023. Ms. Ferguson will circulate the list of donators from last year to the Board to assist.</p> <p>Board members divided list. CEO to draft general donation letter on letterhead for all to use as needed.</p>
<p>Little Library in town</p>	<p>In progress - The Board supported revisiting the Little Library idea. Ceo presented three purchase options (Amazon.ca, FreeLittleLibrary.org, Manitoulin Secondary School technical department/woodworking program).</p>

Motion:

Moved by Phyllis Cacciotti Seconded by Willa Wilson

THAT the Billing Library hereby approves the MSS technical department’s woodworking program (supervising teacher Paul Becks) to build a Free Little Library up to a final cost of \$400.

Carried

8. New Business

Item	Discussion
<p>Budget Considerations for 2024</p>	<p>Proposal to update/upgrade library’s website to include searchable database access to public.</p>



	<p>Proposal to refresh library’s logo. Keep Jaqui Gordon designed owl, but update overall look. Budget meeting date will be set at next meeting.</p>
<p>Ontario Arts Council Grant 2024 NorthWords Festival</p>	<p>OAC grant deadline Nov. 8th, 2023 CEO is crafting application based on success of this year’s festival.</p>

9. Resolution or requests to the Township

- 9.1. Board to provide the following items to Township staff for Council consideration.- None
- 9.2. Board to provide the following items to Township staff for inclusion in upcoming newsletters and/or social media
 - Billings Library Annual Silent Auction November 23rd – 26th. [FB.com/groups/libraryauction](https://www.facebook.com/groups/libraryauction) or billingsreads@gmail.com for more information

10. Meeting Schedule

Tuesday November 14, 2023 7:00 pm
Tuesday December 12, 2023 7:00 pm

11. Adjournment

Motion to Adjourn Phyllis Cacciotti
THAT the Library Board hereby adjourn at 8:10pm
Carried

Chair

Secretary

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The Corporation of the Township of Billings
Lake Kagawong Resource Committee Meeting
Minutes

June 22, 2023 7:00 p.m.

Old Mill Heritage Centre – 15 Old Mill Road

Members Present

Bryan Barker, *ex-Officio*
Councillor Vince Grogan, Chair
Ian Anderson – absent
Chris Dietrich – absent
Brian Foreshow
Stan Pierce
Steve Webber
Tom Imrie

Staff Present

Emily Dance, CAO/Clerk
Tina Beckerton, Committee Secretary

1. Call to Order

Chair Vince Grogan called the meeting to order at 7:00 pm

2. Disclosure of Pecuniary Interest

None.

3. Approval of Agenda

Motion to approve the agenda

Moved By Bryan Barker Seconded By Tom Imrie

THAT the Lake Kagawong Resource Committee hereby approves the June 22, 2023 agenda as presented.

Carried.

4. Approval of Minutes

Moved By Tom Imrie Seconded By Steve Webber

THAT the Lake Kagawong Resource Committee hereby approves the April 20, 2023 meeting minutes as presented.

Carried

5. Staff Reports

5.1. LKRC-2023-06-03 Committee Actions Chart – June 2023



Moved By Bryan Barker Seconded By Steve Webber

THAT Lake Kagawong Resource Committee hereby moves into a discussion on the Committee Actions Chart and provides the following direction Stan Pierce & Steve Webber to assist with testing. Water Level Reporting to be completed by Brian Foreshew. Stewardship Role to be discussed at the next meeting.

Carried

6. Information

Moved By Bryan Barker Seconded By Tom Imrie

THAT the Lake Kagawong Resource Committee hereby receives for information all items listed in Section 6.

6.1. [By-Law No. 2023-41](#) Lake Kagawong Resource Committee Terms of Reference

6.2. Resignation Bob Clifford. *At the June 20, 2023 Township of Billings Council meeting, Council accepted with regrets the resignation of Bob Clifford from the Lake Kagawong Resource Committee.*

6.3. E-mail June 19, 2023- RE: Establishment of the Lake Kagawong Rule Curve for 2023

7. Round Table Discussion

7.1. Members of the Committee are provided with an opportunity to bring up any related items that are not included in the agenda.

- June Sample and measuring to be completed ASAP
- Sample to be completed once per year
- Disk measuring to be completed 3 times per year
- Evolving into a stewardship, what do we want to do as a committee, adopt and idea, shoreline preservation, 66 ft, shorelines etc.
- Planting Indigenous plants
- Reporting misuse of shoreline
- Shoreline Remediation (Manitoulin Streams)
- Identify environmental impact positive / negative
- Vital for all species
- Health of the lake is a priority.

8. Meeting Schedule

August 8, 2023, 2pm – Public Open House

November 16, 2023 7pm Park Centre Tentative Lower Level

9. Adjournment

9.1. Motion to Adjourn

Moved by Bryan Barker Seconded by Steve Webber

THAT the Lake Kagawong Resource Committee hereby adjourns at 7:50PM



Carried

Original Signed By Chair Grogan
Chairperson

Original Signed By Emily Dance
Recording Secretary

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**The Corporation of the Township of Billings
Parks, Recreation and Wellness Committee Minutes**

September 18th, 2023 7:00 p.m.
Park Centre – 39 Henry Drive, Kagawong

Present

David Hillyard, Deputy Mayor (Chair)
Andrew Preyde
Shannon Smith (absent)
Catherine Joyce
Meg Middleton
Jenna Carter

Staff

Tiana Mills, Deputy Clerk

1. Call to Order

Deputy Mayor David Hillyard called the meeting to order at 7:00pm.

2. Approval of Agenda

Confirm approval of the agenda.

Motion By: Jenna and Meg

To accept the September 18th, 2023 Parks, Recreation and Wellness Committee
Agenda as presented.

Carried.

3. Disclosure of Pecuniary Interest

None noted.

4. Adoption of Minutes

Motion to adopt the minutes of the following Committee meetings:

4.1. Parks, Recreation and Wellness Committee Meeting – Monday July 24th, 2023

Motion By: Andrew and Meg

To accept the July 24th, 2023 Parks, Recreation and Wellness Committee
Minutes as presented.

Carried.

5. Delegation

None.



6. Old Business – Priority Checklist

Review the items in Priority Checklist as a committee and add new details if received. The priority checklist is a tool to be used to track all the past, current, and upcoming events/priorities of the committee allowing tracking and organization for each item. As a committee let's go through the checklist to review and add additional detail if necessary.

Halloween Event

Shannon to do a fortune teller at the Red Roof Pavilion.

The committee discussed purchasing decorations.

Andrew will purchase treats and will bring the candy to the October 23rd committee meeting.

Graham Hill Property

Jenna has three fruit trees to plant on the Graham Hill Property.

Location to be decided on by the committee later.

Outdoor Rink

Outdoor Rink details should be discussed during the report. Use the Rink portion of this project to go over ads/donations received to date.

Priorities/Discussion for the 2023/24 season:

- create a platform around the player bench seating
- widen the door on the existing shed to accommodate the snow blower
- purchase a new shed (walk through) for seating and to act as a warming station (~\$7,000 10x16 shed).
- "danger, falling snow" signs
- half wall on the Henry Drive side to restrict snow from coming in near the player benches with remaining plywood.
- call for rink volunteers (website and social media)

2024 Winterfest/Family Day/Winter Event

Sunday February 18th, 2024: Family Day 3 on 3 Hockey Tournament

Monday February 19th, 2024: Family Day Event Date

Budget: to be discussed during the next Committee meeting

Details:

- vendors in the Park Centre (food and goods)
- educational event/activity (winter survival, trapping, history)
- sleigh ride
- antique snowmobile show



7. New Business

7.1. PRW-2023-09-07 Cedar Maze Update

Motion By: Meg and Jenna

THAT the Township of Billings Parks, Recreation and Wellness Committee hereby receives for information Report PRW2023-09-07.

Carried.

7.2. PRW-2023-09-08 Rink Preparations for Upcoming Skating Season

Motion By: Andrew and Cathy

THAT the Township of Billings Parks, Recreation and Wellness Committee hereby receives report PRW2023-09-08 AND directs staff to:

1. Issue a call for rink volunteers on the township website and social media.
2. Direct Public Works to build a platform on the player bench side of the outdoor rink, widen the door/create a larger opening on the existing shed to accommodate for the snow blower, investigate cleaning up the end break wall area.

Carried.

Discussion for upcoming meeting:

- Park Centre plumbing improvements (replace galvanized pipes) to improve the water pressure at the rink for flooding.
- 2 scraping shovels, double handled required.
- Hockey Net links to be brought to the next Committee meeting.

8. Information

8.1. Member Resignation

Due to a confidential matter Nathalie Fert has resigned from the Parks, Recreation and Wellness Committee. Within the upcoming weeks staff will be issuing a call for members for a number of committees.

8.2. Canada Post Foundation Grant Application

The application submitted to the Canada Post Foundation for a "Make and Take" series of classes was unsuccessful.

9. Notice of Motions

Meg: Wildflower Wellness

10. Adjournment

10.1. Motion to Adjourn

Motion By: Cathy and Jenna



THAT the Township of Billings Parks, Recreation and Wellness September 18th,
2023 Committee Meeting adjourns at 8:11pm

Carried.

Original copies signed

Original copies signed

Deputy Mayor David Hillyard

Deputy Clerk Tiana Mills

MINUTES
COMMUNITY POLICING ADVISORY COMMITTEE MEETING
Wednesday 13 September 2023
CENTRAL MANITOULIN COUNCIL CHAMBERS, MUNICIPAL OFFICE, MINDEMOYA ON
7:00 P.M.

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

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

CALL MEETING TO ORDER

Al BOYD, called a meeting to order at 6:58 pm and welcomed all in attendance.

ADOPTION OF AGENDA

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

Moved by Steven WOOD and seconded by Frank KLODNICKI that the agenda be adopted.
CARRIED.

ADOPTION OF MINUTES

Al BOYD asked for any additions, corrections, or changes to the last meeting 10 May 2023 minutes.

None were presented.

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

BUSSINESS ARISING

WELCOME

Al BOYD welcomed all members to the meeting and congratulated Inspector R. WALSH and his promotion to Det. Commander for Manitoulin. All committee members went around the table to introduce their names and municipalities they represent.

SUMMER OPP & MARINE OVERVIEW

Det. Commander R. WALSH advised the Opp Marine team was made of five officers.

Over the summer the Manitoulin detachment has increased in staff and in the process of increasing assets (vehicles).

TRAFFIC STATS TO RMS REPORTS

Traffic reports were provided to each committee member for their Manitoulin community. Along with Highway Traffic Act Charges Manitoulin detachment (Island Only) April 2023 to August 2023. Infraction report was explained by columns – Warnings number does not match number of stops, PART III number of charges with court dates where fines will be determined in court.

Offence Notices – number of traffic tickets that were issued.

NEW BUSINESS

OPP DETACHMENT COMMANDER COMMENTS

Det. Commander R. WALSH advised there is a Bail Support Team being created. The members of this team will be following up on warrants provincially wide. This program is happening thanks to the OPP commissioner calling for changes to repeat offenders.

As of August 2023, the number of calls attended has already surpassed 2022 total numbers. Commander R. WALSH noted this is due to more officers on staff.

There have been many mental health calls to where they currently have two mental health officers (specialist) with a third being hired to assist on those calls. Domestic abuse has also taken a rise on Manitoulin Island.

POLICE SERVICES BOARD LETTER

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

Currently there are still a lot of unknown details of this new board. How will the members be representing the communities, training required and who covers expenses? This board set up has been started in 2019 and current letter from ministry states will take place in 2024. If any committee member hears any update or information, it has been asked to share with everyone. For now, the CPAC will continue as it is until we are all notified of the new board start date.

ROUND TABLE

Steve SHAFFER – Central Manitoulin – Presented councils concerns as to patrol within town and along school zone. Also noted the request for a satellite office within Central Manitoulin area.

Kelly CHAYTOR - Gore Bay – Community has a concern of speeding on Gore Street, Main Street and Water Street, asked what Commander WALSH recommends for town to do about speeding. Commander WALSH advised three options 1. Use of the OPP radar machine 2. Speed Spy Machine 3. Call non-emergency number 800-310-1122 to create analytical records to assist the OPP's service delivery model which will signal the need for police presence within the area.

Jack GOULD – Gordon/Barrie Island – No community concerns brought forward.

Frank KLODNICKI – Assiginack – Suggested the slow sign to be moved further down Cardwell Street and turned to face the opposite direction. Also advised the S.S. Norisle will be leaving town between Sept 25th –30th and there could be a crowd present when the ship is moved.

Bryan BARKER – Billings - Noted the presence of the OPP Marine force in Kagawong was great this summer.

Kim MIDDLETOWN – Burpee/Mills Twp - **Some** community members have concern of theft, or suspicious people in town. Commander WALSH recommended calling the non-emergency number to report anything suspicious. 800-310-1122

Steve WOOD – Tehkummah – No community concerns, noted that there has been more police present in community.

Al BOYD – NEMI – Very pleased with the traffic infraction reports provided. Noted traffic numbers were hugely increased over the summer and this happening could be reason for height of traffic infractions in NEMI. Ie. Bridge light running

FINAL REMARKS

Al BOYD Thanked everyone for attending and commented it was great to have more police officers in the Manitoulin detachment.

MEETING AJOURNED

Meeting was adjourned at 8:18 pm

DATE and TIME OF NEXT MEETING.

Wednesday November 8th, 2023 – 7 p.m., Central Manitoulin Council Chambers Mindemoya



MANITOULIN PLANNING BOARD

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

October 25, 2023

MINUTES OF PLANNING BOARD MEETING - October 24th, 2023

At a Meeting of the Manitoulin Planning Board held at the Planning Board Office, Gore Bay, Ontario, on Tuesday, October 24th, 2023, the following Members of Planning Board were present:

- | | | | |
|----|-------------|----|--------------|
| 1. | L. Hayden | 5. | R. Stephens |
| 2. | K. Noland | 6. | T. Mackinlay |
| 3. | D. McDowell | 7. | D. Osborne |
| 4. | J. DeForge | 8. | B. Barker |

Regrets: D. Head, L. Chappell

Also in attendance for the meeting were:

Jean-Robert Paquette and Jack Paquette Consent to Sever File No's. B21-23 & B22-23;

Kirk Longmuir- Request for Consideration - Consent to Sever,
- Part Lot 22, Conc. IV, Part 2, Plan 31R-1843, Township of Gordon

There were no other interested parties or members of the general public or press in attendance.

The meeting was called to order at 7:00 p.m. by Chair L. Hayden, who welcomed all present.

The Chair asked if there were any Board Members who wished to declare a conflict of interest with any of the items listed on the agenda or having to do with the previous Board Meeting held on August 22nd, 2023.

There were no conflicts declared.

1. ORDER OF BUSINESS

The Chair requested the adoption of the order of business.

MOTION

It was moved by D. McDowell and seconded by D. Osborne that the Order of Business be adopted,
- Carried.

2. MINUTES OF PREVIOUS BOARD MEETING - August 22nd, 2023

The Chair announced that the Minutes of the Board Meeting held on August 22nd, 2023 had been circulated to the Board Members and requested that any errors or omissions be stated.

There was none.

MOTION

It was moved by K. Noland and seconded by B. Barker that the Minutes be adopted,
- Carried.

BUSINESS ARISING FROM MINUTES OF THE PREVIOUS BOARD MEETING - August 22nd, 2023

There was none.

3. VARIABLE EXPENDITURES

There were no questions of the variable expenditures as circulated.

MOTION

It was moved by B. Barker and seconded by R. Stephens that the variable expenditures be accepted as presented, - Carried.

Board Minutes
October 24th, 2023 - Continued

4. Request for Consideration - Consent to Sever
Location: Part Lot 22, Conc. IV, Surveyed as Part 2, Plan 31R-1843
Township of Gordon, Municipality of Gordon/Barrie Island

The Secretary-Treasurer explained that she had received a request for the creation of a new lot from K. Longmuir. Due to the past History of the subject land, and five (5) lots already created by the Consent to Sever process, and notes on the previous files that future development was to be considered by a Plan of Subdivision, she had advised him that approval of the application may not be successful and that future severances may be considered by the Plan of Subdivision process.

The Secretary-Treasurer read the following letter, received from land owner, K. Longmuir:

' Dear Distinguished Manitoulin Planning Board Members;

I have been the owner and resident of 90 Olde Hwy Road since 1999. It is known as part 2 of Lot 22 Concession 4 Township of Gordon and consists of 13.8 hectares of property. The reason for this application is my daughter "Jennifer" will be returning home after 17 years of Elementary school teaching in Ontario and abroad. Jennifer will require a place of her own to live in.

The future severance of my property was discussed with my neighbours in detail. Everyone assured me that they would be problem free with the creation of a new lot and construction of a single family residential building for my daughter Jennifer.

The Secretary-Treasurer made me aware of the divisions made by Bordie Noble a decade prior to my purchase of part 2. I was unaware of the previous history of Lot 22 until recently.

I respectfully request your approval of my application. It would mean a lot to my family and make a qualified Elementary school teacher available for work in the future. I appreciate your assistance.'

The Secretary-Treasurer clarified that the total area of Mr. Longmuir's property is 2.8 Hec. not 13.8 Hec. She provided the Planning History that created the previous five lots (File No's. B65-87, B30-90, & B54-98) and also the potential for thirteen additional lots along Old Hwy, including an additional 2nd lot from Mr. Longmuir's property.

Discussion among the Board consisted of:

- Plan of Subdivision vs Consent to Sever; would result in a sixth lot by Consent; Decision registered on Title (File B30-90) that further development be considered by a Plan of Subdivision; potential for 13 additional lot creation; could be consider as infilling; year round or seasonal use - conformity to Zoning By-law; no written submissions provided from neighbours showing support; road status - maintenance, ownership; would ditching or a culvert be required; site lines and safety; elevations - could be low lying; water supply; Public Health Unit and septic system approval,

L. Hayden, Board Member representing the Municipality of Gordon/Barrie Island spoke to the application and he informed the Board that the Municipality owns Old Hwy, which was conveyed in 2011; that the Township Road is surveyed sixty-six feet wide and is maintained year round; that the Municipality has a By-law in place that allows for a 5% cash-in-lieu based on assessed value of the land to be conveyed back to the municipality after approval of three lots; and that his municipality would be recommending an amendment to their Zoning By-law that restricts the lot dimensions and area to the proposed sizes that would prohibit further severances of the subject land.

The Board Members discussed possible conditions of a Consent to Sever approval:

- Cash-in-Lieu, a By-law that restricts the size of the severed and the retained lots; must be in conformity with Zoning By-law; confirmation of safe entrances; proof of potable water for year round use; elevation survey.

Mr. Longmuir was in attendance during consideration of the application and spoke to his request for support from the Planning Board for the creation of one new lot by the Consent to Sever process.

The following motion resulted:

MOTION

It was moved by D. Osborne and seconded by R. Stephens that the Manitoulin Planning Board supports in principle the creation of one new lot by the Consent to Sever process from Part 2, Plan 31R-1843,
- Carried.

Board Minutes
October 24th, 2023 - Continued

5. PRESENTATION OF APPLICATIONS FOR CONSENT

The Chair announced that the applications for consent to sever would now be heard.

Note: For the sake of continuity the details and decisions of the presentations will be recorded in the usual fashion toward the end of the Minutes.

6. GENERAL, REGULAR AND NEW BUSINESS

a) Cockburn Island - New Appointment to the Manitoulin Planning Board

The Secretary-Treasurer reported to the Board that The Township of Cockburn Island has appointed by Resolution No. 23-09-09 a new Planning Board Member, to replace R. Brown. The new member is Lee Chappell who resides in Alberta but spends his summers on Cockburn Island.

b) OACA Conference
(Ontario Association of Committee of Adjustments & Consent Granting Authorities)
Toronto, Ontario - October 12th and 13th, 2023

The Secretary-Treasurer thanked the Board for supporting her attendance at the OACA Conference in Toronto in October 2023. There were eleven sessions in total and she was not able to attend them all. There was a session on proposed changes to the Provincial Policy Statement 2020 including development in the Prime Agriculture Areas. There were also two sessions, 'Ask a Lawyer' and 'Ask a Secretary-Treasurer' which provided discussion and information that may be helpful with some planning applications. There were great networking opportunities that have proven to be beneficial.

The Workshops are to be provided by OACA soon which will be available to the Planning Board staff and Board Members if interested.

The Secretary-Treasurer also reported that there is a webinar being offered by the Ontario Ministry of Agriculture, Forestry and Rural Affairs (OMAFRA) on November 2nd, 2023 which is to provide an overview of provincial policies and guidance on permitted uses in prime agricultural areas. If any Board Members are interested in participating she can provide the information for the webinar.

Board Minutes
October 24th, 2023 - Continued

Application File No.: B20-23 No. of Members Present: 8
Date of Decision: October 24, 2023
Location of Property: Part Park Lot 8, North Side Park Street, surveyed as Parts 1 and 2,
Plan 31R-4244, Town Plan 4 Gore Bay, District of Manitoulin

DECISION

The purpose of this application made under Section 53(1) of the Planning Act by Linda Harper-Porter is to provide for a lot addition of Part 2, Plan 31R-4244 to neighbouring land to the east to correct an encroachment of the neighbour's garage. The lot addition has an average width of ± 2.6 M. and a length of ± 46 M. thereby containing an area of ± 115.5 Sq. M. which is to be added to land located at #6 Park Street East having a frontage of ± 37.76 M. on Park Street East, a maintained municipal street, and a depth of ± 46.0 M. and an area of $\pm 1,750$ Sq. M. The lot addition will result in a lot having a total area of $\pm 1,865.5$ Sq. M. containing a dwelling, a shed, and a garage.

The land to be retained, surveyed as Part 1, Plan 31R-4244, located at #8 Park Street has a frontage of ± 20.35 M. on Park Street East, a maintained municipal street, and a depth of ± 46.0 M., thereby containing an area of ± 925 Sq. M. The applicant's dwelling and garage are located within this land.

The subject land has been designated Residential Area and zoned Residential (R1). Residential uses are proposed to continue.

During the preliminary review of the application, Ms. Porter was advised that Section 7.3 of the Municipal Zoning By-law No. 2022-24 requires a minimum side yard setback for accessory structures of 2.0 metres and that an Amendment Application may be required to bring the garage having a side yard setback of ± 1.69 M. into conformity with the Municipal Zoning By-law.

Services consist of municipal water and sewer. There are no new services required as a result of the application for lot addition.

By land transfer No. MD4285 the Town of Gore Bay has a registered easement over the lot located at #6 Park Street East, surveyed as Part 1, Plan 31R-3840, for repair and maintenance of a drainage system that traverses the property.

Access is via existing entrances, #8 and #6 Park Street East, a maintained municipal street. No new entrances are proposed.

From information available the subject proposal does not appear to have any natural heritage features or species at risk concerns.

The proposal is considered to be consistent with the Provincial Policy Statement 2020.

The application was circulated on September 29th, 2023 to the Town of Gore Bay, Bell Canada, and to all property owners within 60 metres and by the posting of a notice, clearly visible and legible from a public highway or other place to which the public has access, as required by Ontario Regulation 197/96.

The Municipality recommend Consent be granted and advised of Resolution No. 15640 as follows:

' WHEREAS a Notice of Application for Consent to Sever File No. B20-23 Part Park Lt 8 North Side Park Street was received for review by the Manitoulin Planning Board;

AND WHEREAS the lot addition from #8 Park Street to #6 Park Street to correct an encroachment of #6 Park Street's garage;

AND WHEREAS with the severance 8 Park Street will conform to the Town's 2 metre side yard setback, but will result in 6 Park Street having a setback of only approximately 1.69 metres depending on the survey result;

THEREFORE BE IT RESOLVED THAT Gore Bay Council states this is acceptable in this circumstance only and allow for the setback of less than 2 metres as stated in the Town's current zoning by-law, carried.'

Board Minutes
October 24th, 2023 - Continued

Application File No. B20-23 - continued
October 24, 2023

Mary McCartney, Bell Canada, advised via email on October 13th, 2023 that they have no comments or concerns regarding the application.

There was a telephone call to the Planning Board Office from a circulated landowner of #12C Gore Street that advised she recently sold her property. The Notice of Application was mailed to the new landowner on October 12th, 2023.

There have been no other inquiries or comments or concerns received as a result of circulation to property owners within 60 metres and/or the posting of the Notice.

The Secretary-Treasurer advised the Board that the applicant has requested a 'Certificate of Official' for the retained land, surveyed as Part 1, Plan 31R-4244. Changes to the Planning Act (January 2023) allow for this type of transaction subject.

Discussion among the Board during consideration of the application included:

- *conformity to the Municipal Zoning By-law; conformity is at the discretion of the Municipality; the Municipality supports the application; the result of the application makes a bad situation better; approval could be considered good planning.*

There was no one in attendance who wished to speak in support or opposition to the application.

Consent is tentatively granted subject to the following conditions:

The following documents must be submitted to the Secretary-Treasurer of the Board within two years from the date of the notice of decision for certification:

- a) the Transfer of Land form(s) prepared by a solicitor/lawyer; and
- b) a Schedule to the Transfer of Land form on which is set out the entire legal description of the parcel(s). This Schedule must also:
 - i) contain the names of the parties indicated on the Transfer of Land form; and
 - ii) state this conveyance is a consolidation of the severed lands with lands identified by the property identification number (PIN) and confirmed by a copy of the Parcel Register.

Accompanying the transfer documents shall be:

- i) a reference plan of survey(s), which bears the Land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel(s) to which the consent approval relates;
- ii) an undertaking from a Solicitor stating that the severed parcel will be consolidated on title with the benefiting lands at the time of registration of the Transfer, and a copy of the resulting Transfer, and the new resulting Property Identification Numbers (PINs) for the severed and retained land will be provided to the Manitoulin Planning Board;
- iii) a fee of \$130.00 for each Transfer of Land submitted for Certification; and
- iv) a written confirmation from the municipality that all outstanding municipal taxes have been paid.

Note: Subsection 3 or 5, as the case may be, of Section 50 of the Planning Act shall apply to any subsequent conveyances of or in relation to the parcel of land being the subject of this application.

Note: The applicant has requested a 'Certificate of Official' for the retained land, surveyed as Part 1, Plan 31R-4244. It would be considered appropriate to certify a land transfer/deed for the retained land.

Board Minutes
October 24th, 2023 - Continued

Application File No's.: B21-23 and B22-23 No. of Members Present: 8
Date of Decision: October 24, 2023
Location of Property: Part Lot 20, Conc. IV, Surveyed as Parts 1 and 4, Plan 31R-2567,
Township of Tehkummah, District of Manitoulin

DECISION

The purpose of this application made under Section 53(1) of the Planning Act by Jean-Robert Paquette is to provide for the creation of two new lots for rural residential uses. The applicant proposes to convey the two lots to family members.

File No. B21-23 proposes the creation of a new lot having a frontage of ± 40 M. on Government Road, a maintained municipal road, and a depth of ± 100 M., thereby containing an area of ± 0.4 Hec. There are no structures within this bush covered land.

File No. B22-23 proposes the creation of a new lot having frontages of ± 40 M. on Government Road, a maintained municipal road, and ± 100 M. on Concession Road 4, a privately owned access surveyed as Part 1, Plan 31R-2567 which is maintained by the Municipality, and a depth of ± 100 M., thereby containing an area of ± 0.4 Hec. There are no structures within this bush covered land.

The retained land has frontages of ± 303.5 M. on Government Road, a maintained municipal road, and ± 413.3 M. on Concession Road 4, a privately owned access surveyed as Part 1, Plan 31R-2567 which is maintained by the Municipality, and a depth of ± 514.6 M., thereby containing an area of ± 20.0 Hec. According to the application, the applicant removes hay from this land and his storage shed is located within this land.

The application was circulated on May 25th, 2023 to the Township of Tehkummah as part of the preliminary review, due to the potential unsafe entrances from Government Road, ownership of Concession Road 4, and conformity to the Municipal Zoning By-law.

The Township of Tehkummah advised on October 5th, 2023 of Resolution No. 2023-275 as follows:

' WHEREAS an application for Consent has been submitted to the Manitoulin Planning Board by Jean Robert Paquette for Part Lot 20, Conc. IV, surveyed as Parts 1 and 4, Plan 31R-2567 (located at #836 Government Road);

AND WHEREAS this is to provide for the creation of two ± 0.4 Hec. lots having entrances from Government Road, to be used for Rural residential uses;

NOW THEREFORE Council supports Mr. Paquette's application, and responds to the questions as follows:

- 1. The Municipality requires that, due to the curve and incline of the road at that location, that the entrance to the easterly lot be accessed only from Conc. 4; the existing entrance to the westerly lot can remain as is;*
- 2. The property is currently zoned Rural and Mr. Paquette states in his application that the use of the property is for the production of hay for harvesting. Zoning By-law 80-02 Section 7.2.1.1 states - any other agriculture use or enterprise carried on in the field of general agriculture would be a permitted use. If Mr. Paquette is using the shed for agriculture use in connection with the hay removal from the property and will provide the Township with documentation to that effect, Council approves the shed remaining on the property;*
- 3. The subject land, which includes Part 1, Plan 31R-2567, which is the travelled access, be conveyed to the Township of Tehkummah.'*

A copy of the Municipal Resolution was provided to Mr. Paquette, the applicant.

Access for the lot proposed by File No. B21-23 will be via Government Road. Access for the lot proposed by File No. B22-23 will be via the Concession Road 4, surveyed as Part 1, Plan 31R-2567, which is owned by the applicant and is to be conveyed to the Municipality. Access for the retained land will be via an existing entrance along Government Road.

Services are proposed via private wells and private individual septic systems when required.

Board Minutes
October 24th, 2023 - Continued

Application File No's. B21-23 and B22-23
October 24, 2023 - continued

The Public Health Sudbury and District advised they have no concerns and it appears that the proposed severed and retained lots are capable of development for installation of a septic tank and leaching bed system.

There is a Hydro line located along the north side of Government Road. Comments were requested from Hydro One as part of the preliminary review of the application.

Josh Waytowich, Hydro One, advised via email on August 21st, 2023 that Hydro One does not have any concerns; that they do not have any unregistered easements over the subject land; that Hydro One does not require an easement; and that Hydro One does not own the poles located on the Municipal ROW.

The subject land has been designated Rural Area in the Official Plan for the District of Manitoulin and zoned Rural (R). Residential uses are proposed.

Official Plan Policy under C.5 - Rural Areas - under C.5.2.2. states:
'Development in Rural Areas will be subject to policies of Section E.2.'

Official Plan Policy E.2.3. - PRIVATE WATER AND SEWAGE SERVICES - under 6. states:

'Potable water for new development will be provided in accordance with the Province's guidelines'.

The Provincial D-5-5 Guidelines require a minimum flow rate of 13.7 litres/per minute of potable water to be available for a permanent (year round) residential use.

According to the application, residential uses are proposed for the two new lots..

There is a livestock facility located within Lot 18, Concession IV, to the east of the subject land. The farm related structure meets the requirements of the Minimum Distance Separation (MDS) Formulae as required by the Ministry of Agriculture Food and Rural Affairs (OMAFRA).

A potential Wildland Fire Hazard was identified within the southerly part of the subject land. Aerial photography (2021) identifies the areas of tree cover within the subject land. It appears there would be building envelopes for the proposed two new lots that would be outside the area of influence and conform to the Policies of the Provincial Policy Statement (PPS) 2020.

From information available, the subject proposal does not appear to have any natural heritage features or species at risk concerns. This proposal is considered to be in conformity with the Provincial Policy Statement (PPS) 2020.

This application was circulated on October 6th, 2023 to the Township of Tehkummah, Bell Canada, and to all property owners within 60 metres, and by the posting of a notice, clearly visible and legible from a public highway or other place to which the public has access, as required by Ontario Regulation 197/96.

The Municipality recommends approval of the application with specific conditions as per their Resolution No. 2023-275.

Mary McCartney, Bell Canada, advised via email on October 13th, 2023 that they have no concerns or objections to the proposed application.

There have been no inquiries or comments received as a result of circulation to property owners within 60 metres and/or the posting of the Notice.

Jean-Robert Paquette, applicant and Jack Paquette, his nephew, were in attendance during consideration of the application.

Board Member, J. DeForge advised that the Municipality of Tehkummah supports the application.

There was no one else in attendance who wished to speak in support or opposition to the application.

Board Minutes
October 24th, 2023 - Continued

Application File No's. B21-23 and B22-23
October 24, 2023 - continued

Consent is tentatively granted subject to the following conditions:

The following documents must be submitted to the Secretary-Treasurer of the Board within two years from the date of the notice of decision for certification:

- a) the Transfer of Land form(s) prepared by a solicitor/lawyer, and
- b) a Schedule to the Transfer of Land form on which is set out the entire legal description of the parcel(s) given conditional approval. This Schedule must also contain the names of the parties identified on the Transfer of Land form.

Accompanying the transfer documents shall be:

- i) a reference plan of survey, which bears the Land Registry Office registration number as evidence of its deposit therein, illustrating the parcel(s) to which the consent approval relates;
- ii) an approved application for Amendment to the Municipal Zoning By-law or a written confirmation from the municipality that there is conformity to the Municipal Zoning By-law for the existing shed located within the retained land;
- iii) a written confirmation from the municipality that the conveyance of Part 1, Plan 31R-2567, known as Concession Road 4, has been done satisfactory to the municipality and a copy of the transfer has been provided to Planning Board;
- iv) a written confirmation from the municipality that entrance permits have been issued or can be issued for the proposed severed and retained land, satisfactory to the municipality;
- v) a fee of \$130.00 for each Transfer of Land submitted for Certification; and
- vi) a written confirmation from the Municipality that all outstanding municipal taxes have been paid for the subject land.

Note: Subsection 3 or 5, as the case may be, of Section 50 of the Planning Act shall not apply to any subsequent conveyances of or in relation to the parcel of land being the subject of this application.

PRESENTATION OF APPLICATIONS FOR CONSENT TO SEVER

The Chair announced that the purpose of this phase of the meeting is:

- (a) to consider applications for consent under Section 53 of the Planning Act,
- (b) to make decision in regard to the applications scheduled to be heard, and, explained that this phase is open to the public and any interested parties will be given the opportunity to speak in support or oppose an application.

The Chair then asked if any Board Members have or wish to declare a "Conflict of Interest", at this meeting or previous meeting.

There were none.

Following is the list of Applications for Consent considered at this meeting:

	<u>Moved By</u>	<u>Seconded By</u>
1. B20-23	K. Noland	D. Osbourne
2. B21-23 & B22-23	R. Stephens	T. Mackinlay

It was moved and seconded that the above applications be conditionally approved, subject to all conditions being fulfilled as stated in the Decisions.
- Carried.

The time now being 8:15 p.m. and all business before the Board having been dealt with, the Meeting was adjourned on a motion moved by D. McDowell.

L. HAYDEN, CHAIR



T.A. CARLISLE,
SECRETARY-TREASURER

**Provincial Offences Board of Management
Tuesday, September 19, 2023 at 10:30 AM
Council Chambers or Virtual
Minutes**

Present:

Derek Stephens, POA Chair – Central Manitoulin

Cameron Runnalls, POA - Gordon/Barrie Island

Dave Deeg, POA - Burpee Mills

Mike Erskine, POA - NEMI

Robert Shawana, POA - Assiginack

Terry Olmstead, POA – Gore Bay

Bryan Barker, POA – Billings

Regrets:

Brent St. Denis, – Cockburn Island

Perry Chatwell, – POA Tehkummah

Dayna Nelder, – POA Clerk Reporter

Other:

Stasia Carr – Acting POA Manager

1. Adoption of the Agenda

Moved by Terry Olmstead Seconded by Bryan Barker

THAT the agenda for the Tuesday September 19, 2023 meeting is adopted as presented.

Carried

2. Disclosure of Pecuniary Interest

None

3. Adoption of the Minutes, August 29, 2023

Moved by Mike Erkin Seconded by Terry Olmstead

THAT the minutes of August 29, 2023 POA Board Meeting are adopted as presented with the addition of listing attendance for the meeting.

Carried

4. Business Arising out of the Minutes

None

5. New Business

i) POA Employee Severance Fund Policy –

In 2019 the POA board had directed staff to complete a draft severance policy and bring it back to the board for consideration.

A draft severance policy was provided to the board for review. Discussion ensued. The board amended the full time employee definition to include “and in good standing with the Provincial Offences Board”.

Moved by Mike Erskine Seconded by Bryan Barker

THAT the draft severance policy is approved as amended.

Carried

6. Other

7. Closed Session

i) Enter Closed Session to discuss the following: Staff

Moved by Cameron Runnalls Seconded by Bryan barker

THAT we enter closed session at 10:36 a.m. to discuss a matter under "staff".

Carried

iv) Exit Closed Session

Moved by Mike Erskine Seconded by Bryan Barker

THAT the Provincial Offences Board exits closed session at 11:13 a.m.

Carried

Moved by Bryan Barker Seconded by Cameron Runnalls

THAT staff are directed to advertise immediately for a second part time POA Clerk at a wage discussed in closed session and to await approval to hire from each respective Council.

Carried

Moved by Bryan Barker Seconded by Mike Erskine

THAT each POA representative seek approval of wages as discussed in closed session and report back at the next POA meeting.

Carried

8. Adjournment

Moved by Bryan Barker

THAT we adjourn at 11:17 a.m.

Carried



2023 Third Quarter Activity Report November 16, 2023

The following is the most recent consolidated Quarterly Report that the Manitoulin-Sudbury District Services Board (DSB) will be sending to member municipalities and posting on the public website. Expect Quarterly Reports in February, May, September, and November of each year.

The program statistics are provided separately and updated monthly. They are available on the website by clicking the following link: [Monthly Program Statistics](#)

CAO Overview

The DSB 2023 Third Quarter (Unaudited) Financial Report was presented to the Board and projects a year-end municipal **surplus of \$490,276**. Ontario Works is forecasted to be over budget by \$3,084; Children's Services expenses are forecasted to be on budget. Community Housing is forecasted to be under budget by \$333,969. Paramedic Services is forecasted to be over budget by \$458,268. Interest revenue on non-reserve accounts is forecasted to be \$622,506 more than budgeted.

The DSB quarterly financial reports are available on the DSB website by clicking the following link: [Quarterly Financial Reports](#)

The following provides some insight into the Manitoulin-Sudbury District Services Board Programs during the months of July, August, and September of 2023.

Paramedic Services

Human Resources

Staffing continues to be a challenge however we have been successful in recruiting 3 Part-Time Paramedics.

Fleet

We have received notice from our Ambulance vendor that our 2022 order will only be delivered in August of 2024 meaning that our aging fleet will be under significant pressure as mileage rises on older vehicles accompanied by maintenance costs. Staff are

considering long-term strategies on how best to manage this supply chain issue to ensure effective service continuity while being fiscally responsible.

Community Paramedicine (CP)

Our Community Paramedic Program now with stabilized staffing are ramping up for this upcoming fall Influenza and COVID-19 immunization campaigns. Our team has also participated in several training initiatives to further enhance knowledge and skills in dealing with our most vulnerable populations. CP has also played an integral role in the deployment of our active recruitment campaign by attending several job fairs and school presentations.

Non-Urgent Patient Transportation Services

Staff are currently in the process of issuing a second posting for Patient Transfer Attendant/Personal Support Worker to fill one available Full-Time position and up to four Regular Part-Time positions. Recruiting for these positions has proven more challenging than anticipated given the current economic climate and perceived available workforce. We have regrouped and will re-issue the posting with revised language and cast a bigger net in the hopes to attract more suitable applicants.

Integrated Human Services

Children's Services

In the 3rd quarter, the average enrollment in licensed child care was 592 children, 488 full fee and 104 subsidized. Compared to last quarter there has been a 7% increase and compared to last year at this time, enrollment has increased by 5%.

The waitlist for licensed childcare at the end of the 3rd quarter is 534 children. The highest waitlist are ages 0-5 years.

The number of total visits to EarlyON Child & Family Centres by parents/caregivers and children was 2606, and the total activity kits provided was 26. Compared to last quarter the number of visits decreased by 14%, activity kits provided decreased by 19%, attendance is traditionally lower during the summer months. Compared to last year at this time, number of visits increased by 30%, and activity kits provided decreased by 55%.

Launch of Capital Priorities Projects 2023/24

On August 14th, 2023, staff received a [memo](#) from the Ministry of Education regarding the launch of the 2023-24 Capital Priorities Program. This program allows school boards to request Child Care Capital funding for projects associated with a larger Capital Priorities project within the school. Funding announcements will be made in Winter 2024.

Approved Child Care Capital Priorities Projects – Little Current

In 2017-18 the Rainbow District School Board received approval for a child care capital project to support 10 infant spaces at Little Current Public School. Due to high student enrolment and the subsequent pandemic, the project did not proceed as originally scheduled. On August 23, 2023 staff received [confirmation](#) that this project is now moving forward. These new spaces will help support waitlist pressures and align with our space creation targets and Directed Growth Plans.

Revised Licensing Approach for Home Child Care

On September 7th, 2023 a [memo](#) from the Ministry of Education provided details about a revised licensing approach for home child care in the coming months. Under the new approach, the Ministry will be setting out on all licenses a unique capacity by service system manager for each service area where the agency oversees child care. This change supports improved data collection and leads to a more accurate understanding of where home child care premises are in the province.

Revised Directed Growth Plan

Further to the [Access and Inclusion Space Target Issue Report](#) approved by the board in February of this year, the Manitoulin-Sudbury DSB continues to increase access to more affordable, inclusive, and high-quality early learning child care for families in the district.

With the combination of naturally occurring growth in schools and the opening of licensed home child care, we have surpassed our 2023 space creation target of 36 spaces.

From January – June 2023, 52 new spaces have opened. An additional 29 spaces opened in September with an estimate of 6 additional spaces before year end. This will bring the total number of spaces created in 2023 to 87. We have not requested additional spaces, however reallocated spaces from future years.

School based spaces have opened in Espanola and Mindemoya. Our Children Our Future has opened 24 preschool spaces at their Sacred Heart site in Espanola. Manitoulin Family Resources has opened 10 toddler spaces at Central Manitoulin Public School in Mindemoya. There will be 10 Infant Spaces opening at Little Current Public School with an estimated opening date of January 2024. This project is under the approved childcare capital priorities project mentioned in this report.

The Chapleau Child Care Centre has opened an additional 5 toddler spaces at their community location in Chapleau. West Nipissing Childcare Corporation has opened an additional 12 home child care spaces in St Charles and Noëlville and Manitoulin Family Resources has opening 30 new home child care spaces in Gore Bay, Manitowaning, Espanola and Mindemoya. We anticipate that our plans will continue to shift over time in response to ever-changing community and economic needs.

Ontario Works

In the 3rd quarter, the Ontario Works/Temporary Care Caseload average was 457. Compared to last year at this time, the caseload has decreased by 6.5%.

Centralized Intake

111 applications were received by the Manitoulin-Sudbury DSB in the 3rd quarter. Of the 111 applications received, 40 were granted by the Intake and Benefits Administration Unit (IBAU), 27 were referred by the IBAU to the DSB for processing, and 23 were transfers from another Ontario Works (OW) office. The remaining 21 applications were processed at the local office rather than being referred to Centralized Intake as certain applications, such as Emergency Assistance, are not yet being processed by the IBAU, or there were extenuating circumstances surrounding the application that warranted an expedited approach to granting assistance.

The initial goal of Centralized Intake was to have 70% of applications completed by the IBAU. During the 3rd quarter, 36% of applications were completed by the IBAU.

Centralized Intake: Expanding the Province's Role

On August 31, 2023, MCCSS shared a [memo](#) outlining the steps that the province will be taking to expand the provincial role in centralized intake for Ontario Works.

Since centralized intake began, the province has been supporting municipalities by reviewing and assessing Ontario Works applications. The formal authority for making eligibility decisions, however, remained with the municipalities and DSSAB's. The province has expanded its role after proclaiming legislative amendments, which allows the ministry to be designated in regulation as an Ontario Works delivery agent. With these amendments, the ministry has authorization to make eligibility decisions and further reduce the administrative burden for municipalities.

The ministry will work with three sites- the District Municipality of Muskoka, City of Peterborough, and the Regional Municipality of York and will begin taking on formal decision-making authority. The ministry will also work with these partners to expand the scope of applications it currently reviews and further streamline the intake process.

Employment Ontario

The Employment Services (ES), Youth Job Connect (YJC) and Youth Job Connect Summer (YJCS) programs continue to be advertised and delivered from the Chapleau office. During the 3rd quarter there were eight new registrations for Employment Services and 14 files were closed for several reasons including 12 for employment. There were no new registrations for the YJC program. Training for YJCS was completed in July and August and there were seven students who registered and attended the training. Three of the seven registrants have been placed with employers and two are currently waiting for start dates. During the 3rd quarter 296 individuals and 17 employers were assisted by Employment Services.

Quality Assurance

It has been a busy quarter for the Quality Assurance Coordinators. The coordinators continue to identify training gaps, seek out appropriate training, provide a leadership and supportive role with staff and community partners.

Visits were conducted at every child care site in the district with a focus on building relationships with educators, pedagogical leads, and supervisors. The QA coordinator supported the planning and development of Strategic Planning for the Manitoulin Sudbury Network for Children and Families and coordinated Integrated Human Services staff development with a focus on wellbeing and Indigenous Culture teachings. In the coming months Integrated Human Services staff will be provided with additional support as they relate to Empathic Strain and Trauma Informed Care. Onboarding packages are being developed for new Integrated Human Services Staff.

In September, the Manitoulin-Sudbury DSB hired a Housing and Homelessness Program Quality Assurance Coordinator. This role will support consistency in our Homelessness programs including, but limited to, the By-Name-List, Change Team, Community Food Banks, and outreach efforts.

The additional staff support will ensure a dedicated focus on the homeless population and address the needs and barriers these households face daily such as transportation and food security.

Community Housing

Waiting list (Applicants)

There were 891 applications at the end of the 3rd quarter. The applicant breakdown is as follows:

1 Bedroom	691	2 Bedroom	92
3 Bedroom	64	4 bedroom	44

Direct Shelter Subsidy (DSS)

Staff continue to identify and complete the application process with eligible applicants for the DSS program. All applicants receiving the benefit are deemed housed. As of the end of this quarter there were 212 active DSS recipients. At the end of Q2 of this year there were 199 recipients and at this time last year there were 201.

Income Mixing

Per DSB Policy, every effort is being made where the waitlist allows us to mix the Community Housing Buildings with RGI, Affordable and Market Rent Tenants. As of the end of this quarter we have successfully secured 15 market rent tenants and 118 affordable rent tenants. This represents 5% and 41% of our portfolio. This represents an increase of 2 market rent tenant and 7 affordable from last quarter. Last year at this time we had 11 market rent tenants (4%) and 94 affordable (32%)

Smoke Free Housing – Unit Count-down

As of the end of the 3rd quarter of 2023, 212/287 of the portfolio's units are designated as Smoke-free. This represents 74% of the full portfolio currently. Units are designated as turnover occurs.

Canada-Ontario Housing Benefit (COHB)

To address rapid increases in rent across the province, the Ministry has updated the COHB monthly payment calculation effective July 1, 2023, to increase benefit amounts for many households. The update to the COHB calculation considers the actual shelter costs (rent and utilities) paid by participants.

During the quarter, the Manitoulin-Sudbury DSB successfully assisted 11 households to apply for COHB and/or First and Last months' rent. This brings our total households assisted with this benefit to 63. At the end of this quarter, we have fully utilized our \$93,600 [allocation](#) for the 2023-2024 year.

Fielding Place

Fielding Place, our new build in Little Current, held a [Grand Opening](#) on August 30th with attendees from all levels of Government in attendance. Although chilly, the sun shone brightly and so did the property! The building began housing new residents using a staged approach on September 1st with 1 unit per pod moving in each week in September. The building now boasts full occupancy.

Capital Projects with Housing Services Corporation

Manitoulin

Work continues in Mindemoya with the balcony replacement project at 29 Nixon. This project was awarded to Barné Builders and is scheduled to be finalized by the end of October 2023 or early November (weather contingent). This unexpected change to the work scope has affected 4 units of the building since the Spring. We are happy to see that this will be completed before winter and that those residents affected will have things safe and back to normal soon.

Lacloche

The Massey Paramedic Services Base had some additional repairs made to the HVAC system before fall to support the newly installed furnace and heat pump. This base is now fully operational with the new systems installed for Radon Mitigation as well as Heating and Cooling.

The Espanola Paramedic Base has been undergoing a generator upgrade on the site which includes a natural gas installation. This additional upgrade to the property will assist with other future equipment replacements as they are coming to the end of life allowing for the purchase and installation of more economical gas-powered units.

Second Avenue Administration Office has recently undergone a landscaping change with the removal of the wooden lean-to located in the back parking lot. Working with the Town of Espanola, the structure was under order to be demolished and a new section of fencing was erected. This has made a substantial improvement to not only the esthetics of the site but has increased the working area of the property. Plans to erect a new storage shed and relocate the current one on site will be completed before winter.

Work Orders

During the 3rd quarter a total of 269 Work Orders were generated: 206 for Community Housing; 23 for Administration Offices, and 40 for Paramedic Services. There was a total of 162 Work Orders closed or resolved during that time. There were 16 work orders for unit turnovers: 5 family unit and 11 for apartments. Work orders are closed if the work is done in-house, or when the invoice is paid from an outside source. Many of our buildings are laden with multiple back-to-back unit turnovers, however cross coverage has been assisting with these.

General

As many of our projects are wrapping up for the season, we have begun to procure reports that will support the 2024 season. Designated substance surveys to determine any hazardous materials within the buildings are being done in Espanola, and Gogama, as well as mechanical requirements for Make Up Air replacements in Espanola, Little Current, Manitowaning and HVAC systems in our 2 Espanola Administration buildings.

All locations have also secured winter contracts for snow removal with many holding pricing from last year for us. This is a much-needed break with ever-increasing costs for fuel, supply and labour making many projects more costly than anticipated. The team are working diligently to secure cost-effective measures for supplies and services to keep things moving.

Lastly, the Mead Office generator has suffered a failure following several service calls on the unit. The unit was inspected and was determined to need a replacement radiator.

The unit is scheduled to be back up and running by the end of October and the rental removed once this occurs. Plans for replacement of the equipment in the future have been undertaken to ensure that there is a contingency fund available.

Donna Stewart

Chief Administrative Officer

Manitoulin-Sudbury District Services Board

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Manitoulin-Sudbury DSB								
3rd Quarter Report (Unaudited)								
AS AT 9/30/2023								
Total Gross Budget				Municipal Share Budget				
	YTD	YTD	OVER(UNDER)	ANNUAL	YTD	MUNICIPAL	MUNICIPAL	Over(Under)
	ACTUAL	BUDGET	BUDGET	BUDGET	MUNICIPAL	SHARE	SHARE	Budget
						FORECAST	BUDGET	Forecast
Ontario Works	\$ 1,535,495	\$ 1,851,559	\$ (316,065)	\$ 2,457,230	\$ 748,302	\$ 1,046,115	\$ 1,043,031	\$ 3,084
100% Funded	\$ 4,357,878	\$ 4,897,850	\$ (539,972)	\$ 6,529,697				
Child Care	\$ 8,572,092	\$ 8,295,538	\$ 276,554	\$ 11,055,146	\$ 334,019	\$ 668,038	\$ 668,038	\$ -
Community Housing	\$ 1,823,127	\$ 2,201,443	\$ (378,316)	\$ 2,843,611	\$ 1,823,127	\$ 2,007,944	\$ 2,341,913	\$ (333,969)
100% Funded	\$ 167,669	\$ 601,859	\$ (434,190)	\$ 802,478				
Paramedic Services	\$ 12,188,389	\$ 12,871,296	\$ (682,907)	\$ 16,684,916	\$ 4,977,964	\$ 7,572,809	\$ 7,114,541	\$ 458,268
Wiikwemikong, PTS, CP	\$ 3,250,461	\$ 3,608,811	\$ (358,350)	\$ 4,811,750	\$ 62,424	\$ 124,848	\$ 120,000	\$ 4,848
TOTAL EXPENSES	\$ 31,895,110	\$ 34,328,356	\$ (2,433,245)	\$ 45,184,828	\$ 7,945,835	\$ 11,419,754	\$ 11,287,523	\$ 132,231
Interest Revenue	\$ (616,252)	\$ (74,372)	\$ (541,880)	\$ (99,163)	\$ (616,252)	\$ (721,669)	\$ (99,163)	\$ (622,506)
TOTAL EXPENSES	\$ 31,278,858	\$ 34,253,984	\$ (2,975,125)	\$ 45,085,665	\$ 7,329,583	\$ 10,698,084	\$ 11,188,360	\$ (490,276)

Actual to Budget	NET Municipal Variance	Explanation of Unaudited Municipal Share- AS OF September 30, 2023
Ontario Works	\$ 3,084	Municipal share of administration expenses are forecasted to be \$3,084 over budget due to the 2021 reconciliation by Ministry.
Child Care	\$ -	Municipal share of Child Care expenses are forecasted to be on budget.
Community Housing	\$ (333,969)	<p>(29,406) + \$69,813 + (\$277,255) + (\$97,121) = (\$333,969) surplus</p> <p>Federal Funding forecasted to be (\$29,406) more than budgeted, resulting in a surplus.</p> <p>Direct operated rev & exp and program support allocation is forecasted to be \$69,813 over budget</p> <ul style="list-style-type: none"> - Rental Revenues are forecasted to be \$30,738 less than budgeted. - Direct operating expenses are forecasted to be \$189,482 over budget due to: <ul style="list-style-type: none"> utilities \$27,379 over budget, salaries & benefits \$15,567 over budget, maintenance expenses over budget \$140,792, other admin expenses over budget \$11,790; bad debt expense is under budget by (\$6,046) - Program Support Allocation is forecasted to be (\$150,407) under budget. <p>Rent Supplement program is forecasted to be (\$277,255) under budget.</p> <p>Non-Profit, Rent Supp, and Urban Native expenses are forecasted to be (\$97,121) under budget.</p>
Paramedic Services	\$ 458,268	<p>Paramedic Services municipal share is forecasted to be \$458,268 over budget.</p> <p>The MOHLTC funding is forecasted to be under budget by \$42,487 with the First Nation and 50-50 Funding letter received in August 2023.</p> <p>Medic Staffing and Benefits is forecasted to be over budget by \$446,412.</p> <p>Admin Staffing and Benefits is forecasted to be under budget by (\$112,702)</p> <p>Non Wages are forecasted to be over budget by \$82,071</p> <ul style="list-style-type: none"> - Transportation & Communication is forecasted to be (\$16,453) under budget - Program Support is forecasted to be (\$66,381) under budget - Vehicle repairs and maintenance are forecasted to be over budget by \$36,955. - Building repairs and maintenance, grounds and utilities are forecasted to be \$67,620 over budget - Mal Practice Liability Insurance is forecasted to be \$11,688 over budget - Supplies are forecasted to be \$48,642 over budget.
Patient Transfer Service	\$ 4,848	Patient Transfer Service annual increase not budgeted in 2023. Overbudget by \$4,848
Interest Revenue	\$ (622,506)	Interest Revenue is forecasted to be (\$622,506) more than budgeted which results in a municipal surplus.
	\$ (490,276)	

2024 TOTAL BUDGET

Cost Centre	2024 Total Budget	2023 Total Budget	% Variance Gross Program	2024 Fed/Prov Share	2023 Fed/Prov Share	2024 Municipal Share	2023 Municipal Share	Municipal Variance	% Variance Program	% Variance of Total Municipal
Ontario Works Programs	9,799,767	8,347,821	17.39%	9,072,878	7,624,343	726,889	723,478	3,411		0.03%
OW Program Support	632,284	639,106		316,142	319,553	316,142	319,553	-3,411		
Net Ontario Works	10,432,051	8,986,927		9,389,020	7,943,896	1,043,031	1,043,031	0	0.00%	0.00%
Children's Services	12,099,293	10,630,542	13.82%	11,873,026	10,364,539	226,267	266,003	-39,736		
CS Program Support	464,340	424,604		22,569	22,569	441,771	402,035	39,736		
Net Children's Services	12,563,633	11,055,146		11,895,595	10,387,108	668,038	668,038	0	0.00%	0.00%
Community Housing	2,241,177	2,344,986	-4.43%	272,524	501,698	1,968,653	1,843,288	125,365		1.12%
Housing Program Support	542,517	499,125		0	0	542,517	499,125	43,392		
	2,783,694	2,844,111		272,524	501,698	2,511,170	2,342,413	168,757		
Investment in Affordable Housing Program	474,953	795,185		474,953	795,185	0	0	0		
Net Community Housing	3,258,647	3,639,296		747,477	1,296,883	2,511,170	2,342,413	168,757	7.20%	1.51%
Paramedic Services	21,383,224	20,449,401	4.57%	15,017,694	14,262,125	6,365,530	6,187,276	178,254		1.59%
Paramedic Services Program Support	1,136,462	1,047,265				1,136,462	1,047,265	89,197		
Net Paramedic Services	22,519,686	21,496,666		15,017,694	14,262,125	7,501,992	7,234,541	267,451	3.70%	2.39%
Program Budget	45,998,414	42,567,940	6.34%	36,711,075	33,547,893	9,287,339	9,020,047	267,292		2.39%
Program Support	2,775,603	2,610,100		338,711	342,122	2,436,892	2,267,978	168,914		
Subtotal	48,774,017	45,178,035		37,049,786	33,890,012	11,724,231	11,288,023	436,208		
Interest Revenue	-99,163	-99,163		0	0	-99,163	-99,163	0		
Net Budget	48,674,854	45,078,872		37,049,786	33,890,012	11,625,068	11,188,860	436,208		3.90%

Total Budget Increase (Decrease)	7.98%	3,595,982		9.32%	3,159,774	Total Municipal Variance	436,208	3.90%
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Ontario Works Budget

	Page #	2024 Budget	2024 Municipal Share	2024 Provincial Share	2023 Budget	2023 Municipal Share	2023 Provincial Share	Municipal Variance	2023 Forecast	2022 Actual
Program Allowances	34	4,886,776	-	4,886,776	5,135,332	-	5,135,332	-	4,439,928	4,536,380
Discretionary Benefits	34	182,420	-	182,420	187,740	-	187,740	-	168,432	143,695
Our Kids Count		120,400	120,400	-	120,400	120,400	-	-	120,400	78,512
Program Delivery	35	2,336,831	922,631	1,414,200	2,336,831	922,631	1,414,200	-	2,311,259	2,356,102
Employment Ontario	38	368,024	-	368,024	368,024	-	368,024	-	368,024	303,778
Homeless Prevention Program (HPP)	39	2,537,600	-	2,537,600	838,600	-	838,600	-	2,636,823	817,649
Total		10,432,051	1,043,031	9,389,020	8,986,927	1,043,031	7,943,896	-	10,044,866	8,236,116
OW Program Municipal Share Change								0.00%		
Impact on Municipal Share of Total DSB Budget								0.00%		

Children's Services Budget

	Page #	2024 Budget	2024 Municipal Share	2024 Subsidy	2023 Budget	2023 Municipal Share	2023 Subsidy	Total Budget Variance	Municipal Variance	Provincial Variance	2023 Forecast	2022 Actual
Fee Subsidy		128,968	-	128,968	50,453	-	50,453	78,515	-	78,515	124,108	127,145
OW Formal / Informal		52,648	-	52,648	91,068	-	91,068	(38,420)	-	(38,420)	52,648	121,424
Wage Enhancement		485,918	6,767	479,151	408,148	-	408,148	77,770	6,767	71,003	485,918	404,085
Operating Grant		2,830,752	167,715	2,663,037	2,919,632	167,715	2,751,917	(88,880)	-	(88,880)	3,063,995	3,606,098
ELCC		602,616		602,616	530,028		530,028	72,588	-	72,588	602,616	530,028
Special Needs Resourcing		690,316	-	690,316	665,000	-	665,000	25,316	-	25,316	606,982	591,245
Capacity Building		394,825		394,825	382,250		382,250	12,575	-	12,575	377,251	376,077
Play Based		136,000		136,000	127,500		127,500	8,500	-	8,500	127,500	84,999
Expansion		2,397,252	150,000	2,247,252	2,404,218	150,000	2,254,218	(6,966)	-	(6,966)	2,404,218	2,128,267
Repairs and Maintenance		136,000		136,000	127,500		127,500	8,500	-	8,500	127,500	85,000
Canada Wide ELCC		1,974,663		1,974,663	758,908		758,908	1,215,755	-	1,215,755	1,217,563	741,811
CWELCC Administration		116,529		116,529	75,891		75,891	40,638	-	40,638	116,529	81,437
EarlyON	42	1,854,329	-	1,854,329	1,762,246	-	1,762,246	92,083	-	92,083	1,854,329	1,772,392
EarlyON Administration	42	157,186		157,186	147,533		147,533	9,653	-	9,653	157,186	137,386
Administration	41	605,631	343,556	262,075	604,772	350,323	254,449	859	(6,767)	7,626	582,203	514,853
Total		12,563,633	668,038	11,895,595	11,055,146	668,038	10,387,108	1,508,487	-	1,508,487	11,900,546	11,302,247
									Child Care Program Municipal Share Change		0.00%	
118985									Impact on Municipal Share of Total DSB Budget		0.00%	

Community Housing Budget

	Page #	2024 Budget	2024 Municipal Share	2024 Provincial Share	2023 Budget	2023 Municipal Share	2023 Provincial Share	Budget Variance	Municipal Variance	Provincial Variance	2023 Forecast	2022 Actual
Public Housing	44	1,809,098	1,809,098	-	1,772,896	1,728,523	44,373	36,202	80,575	(44,373)	1,759,685	1,173,570
Non-Profit Providers	46	425,909	225,805	200,104	576,553	269,228	307,325	(150,644)	(43,423)	(107,221)	579,120	557,642
Transfer to Reserve	48	548,687	476,267	72,420	494,662	344,662	150,000	54,025	131,605	(77,580)	503,378	473,971
Community Housing		2,783,694	2,511,170	272,524	2,844,111	2,342,413	501,698	(60,417)	168,757	(229,174)	2,842,183	2,205,183
100% Prov Funding	47	474,953	-	474,953	795,185	-	795,185	(320,232)	-	(320,232)	424,950	649,095
Total		3,258,647	2,511,170	747,477	3,639,296	2,342,413	1,296,883	(380,649)	168,757	(549,406)	3,267,133	2,854,278
									Community Housing Municipal Share Change		7.20%	
									Impact on Municipal Share of Total DSB Budget		1.51%	

Public Document

Paramedic Services

	page #	2024 Budget	2023 Budget	Variance	2023 Forecast	2022 Actual
Salaries & Wages	51	10,728,315	10,444,822	283,493	10,275,565	9,615,213
Employee Benefits	51	3,338,479	3,206,482	131,997	3,046,049	2,908,365
Transportation & Communication	52	433,637	412,862	20,775	505,976	363,199
Services & Rentals	53	1,692,002	1,650,905	41,097	1,695,048	1,824,420
Supplies & Equipment	56	228,966	190,966	38,000	236,486	285,546
Vehicles	57	909,127	865,835	43,292	865,835	757,938
Community Paramedicine Revenue	51	(86,956)	(86,956)	-	(86,956)	(148,811)
		17,243,570	16,684,916	558,654	16,538,003	15,605,870
Community Paramedicine	60	1,250,000	1,000,000	250,000	1,250,000	954,178
Non Urgent Patient Transfer Service	58	788,156	760,000	28,156	343,752	504,298
Wiikwemkoong Paramedic Services	59	3,237,960	3,051,750	186,210	3,051,750	2,425,021
Total		22,519,686	21,496,666	1,023,020	21,183,505	19,489,367

Paramedic Services Municipal Share	267,451
Paramedic Services Program Municipal Share Change	3.70%
Impact on Municipal Share of Total DSB Budget	2.40%

Public Document



COUNCIL REPORT

Department: Building and Planning

Date: November 28, 2023

Report Number: BP-2023-11-10

File: Proposed Land Exchange – Jerusalem Hill Road

Attachments: Map

Recommendation:

THAT the Township of Billings Council hereby approves Report BP-2023-11-10 AND approves initiating the land exchange process for Jerusalem Hill Road Allowance and Jerusalem Hill Road Travelled portion AND FURTHER authorize entering into a land purchase and sale agreement with Darren Taylor AND FURTHER authorize the appropriate By-laws coming forward.

Background:

Darren Taylor, the owner of Lot 20 Concession 8, Billings has made an inquiry to sever his lands into two parcels to allow for the transfer of a lot to a family member for the purpose of constructing a dwelling in the future.

Upon review of the request, it was realized that a section of the travelled portion of Jerusalem Hill Road is located on private property mainly on the applicant's property and a small portion on M'Chigeeng First Nation.

The applicant has requested the Township consider a land exchange of the (unopened) Jerusalem Hill Road Allowance for Jerusalem Hill Road Travelled portion.

Discussion:

Jerusalem Hill Road Allowance is on a steep incline and rugged, the development of the road allowance would be cost prohibitive. The travelled portion of Jerusalem Hill Road is loose gravel and seasonally maintained by the Township.

The process for the land exchange would require multiple steps.

1. Initiate Land Survey
 - a. A Reference Plan will have to be created that will
 - i. delineate the travelled portion in order to have a legal description of the lands
 - ii. delineate the road allowance in order to have a legal description of the lands
 - iii. create a natural severance created by the road.
2. Jerusalem Hill Road Allowance
 - a. Pass a stop up and close By-Law for the portion of the unopened road allowance
 - b. Procedure for sale of real property as per By-law No. 2012-20
 - i. Declare the portion as surplus

- ii. Council to waive the procedure for selling the property through real estate.
 - iii. CAO/Clerk to deem an “Opinion of Value” not appropriate
 - iv. Council to exempt the property from general sale to the public
 - c. Agreement of purchase and sale to be drafted by the solicitor and will include lands being acquired in the agreement.
 3. Lands to be transferred to the Township
 - a. Council to approve accepting the lands as highway (term to be used meaning Jerusalem Hill Road)
 - b. Transfer deed of land from the owner drafted by the Municipal Solicitor
 - c. Pass By-law to confirm land being conveyed as a highway
 - d. Certified copy of By-law to be registered on title
 - e. Solicitor to register the transfer.
 4. Land Exchange Agreement
 - a. Agreement between the Township and Taylor that will outline the process and the conveyance of the land exchange.
 - b. Include provisions for the expenses for land survey and legal fees
 - c. Include provisions for a deposit
 - d. Include provisions for acknowledging the solicitor works on behalf of the Township
 - e. Other items as deemed appropriate with legal review
 5. Expenses
 - a. The expense for survey fees are estimated at \$7,000 plus HST
 - b. The expense for legal is approximately \$5,000

Through this process the lands will be naturally severed creating the two portions the applicant has requested for development. Should Council support the land exchange, the Township would not be obligated to maintain the road year round, it can remain as a seasonal road.

Alternatively, if Council is not in support of the land exchange, the applicant could proceed through the planning process to sever the land and/or the Township could go through the process of stopping up and closing the road allowance to moving forward with the sale of the road allowance.

Staff have reviewed the proposal and is in support of proceeding with the land exchange in order to have (almost) full ownership of Jerusalem Hill Road in exchange for the unopened road allowance.

Financial Impacts:

It is recommended that the applicant pay full costs for the survey and legal fees for the



transaction. The only expense for the Township is staff time. Should Council not support the land exchange the applicant will be responsible for all costs associated with the planning application.

Alignment to the Strategic Plan

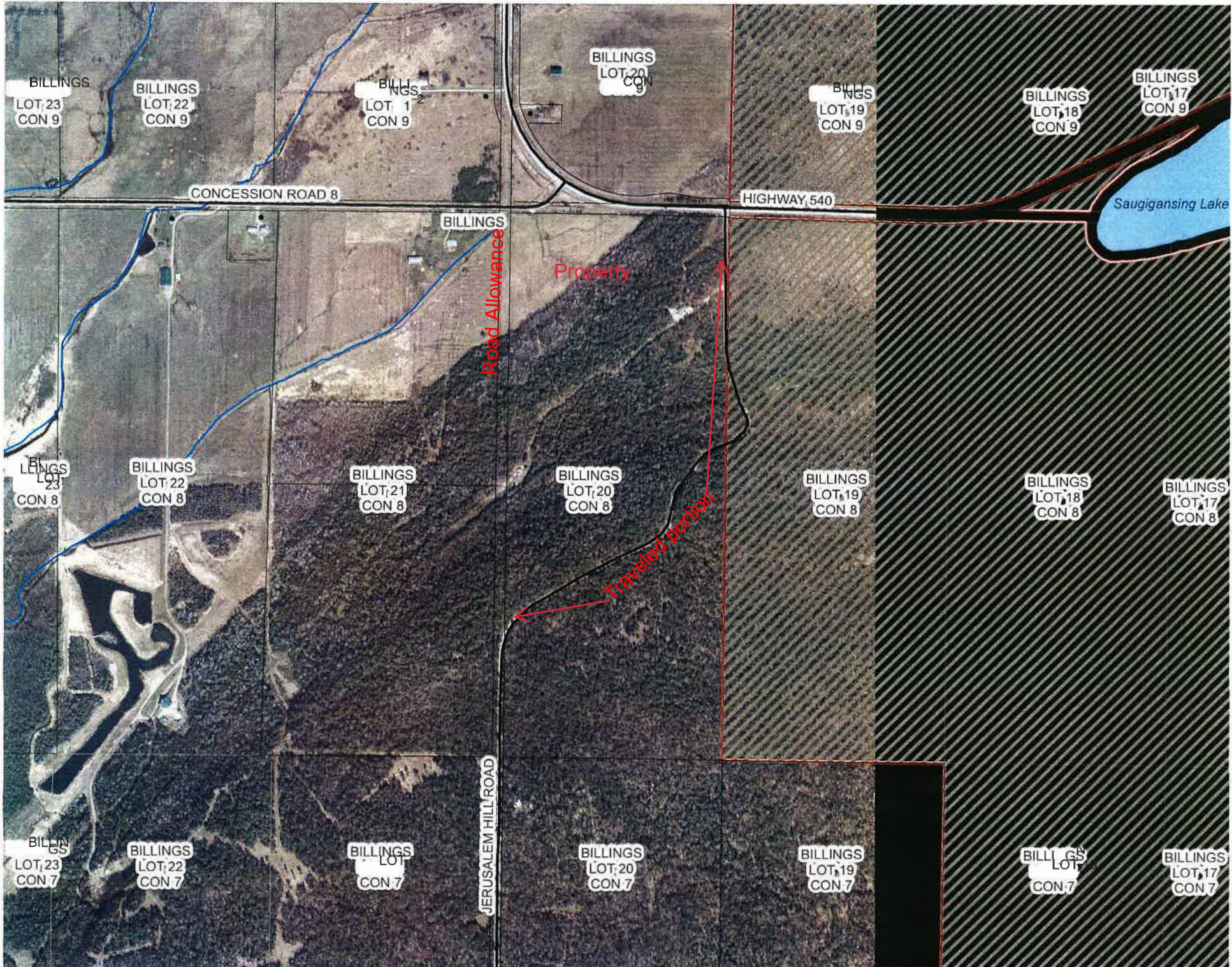
1. Continue to develop and implement long-term roads maintenance and improvement.

Alignment to the CEEP

There is no alignment to the CEEP

Respectfully Submitted By:

Emily Dance, CAO/Clerk



BILLINGS
LOT, 23
CON 9

BILLINGS
LOT, 22
CON 9

BILLINGS
LOT, 1
CON 9

BILLINGS
LOT, 20
CON 9

BILLINGS
LOT, 19
CON 9

BILLINGS
LOT, 18
CON 9

BILLINGS
LOT, 17
CON 9

CONCESSION ROAD 8

HIGHWAY, 540

Saugigansing Lake

BILLINGS

Property

Road Allowance

Traveled portion

BILLINGS
LOT, 23
CON 8

BILLINGS
LOT, 22
CON 8

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JERUSALEM HILL ROAD



COUNCIL REPORT

Department: Clerk

Date: November 28, 2023

Report Number PW-2023-11-11

File: Easement Agreement – Cunningham Mills and Mills

Attachment: Proposed sketch of waterline

Staff Recommendations:

THAT the Township of Billings Council hereby approves Report PW-2023-11-11 AND authorizes entering into an easement agreement with the owners of 740 Lakeshore Road for the installation of a waterline under Lakeshore Road abutting 740 Lakeshore Road AND FURTHER authorizes the appropriate By-Law coming forward.

Background:

Lynn Cunningham Mills and Steven Mills are the owners of 740 Lakeshore Road. They are in the process of constructing a new dwelling and have made a request to install a waterline under Lakeshore Road to allow for the installation of water pipes to access water from Lake Kagawong to service their dwelling.

Discussion:

In general, municipal property including road allowances, municipal parks and other municipally owned lands shall be kept free of encroachments. Council has the authority to approve encroachments and easements under special circumstances where public safety is not affected, municipal interests are not adversely affected, and the public right of usage is not diminished by permitting the encroachment.

As illustrated in the attached sketch, the proposal is for water pipes to be buried underneath the Lakeshore Road to service the applicant's property. The proposed private personal water system location is not under the jurisdiction of the Township; therefore, the applicant will be required to obtain any necessary permits/permissions from the Ministry of the Environment and/or Sudbury and District Health Unit.

Staff have reviewed the application and note that when the property was severed in 2012, the Township granted permission for the installation subject to any factors or stipulations imposed at time of installation.

Staff recommend entering into an encroachment agreement with the applicants that includes the following provisions:

- Agreement to be reviewed by the municipal solicitor and registered on title;
- Any recommendations from the municipal solicitor be included in the agreement;



-
- All legal fees associated with the agreement be borne by the applicant. (Should the applicant wish to have their lawyer review the agreement it will be at their additional expense.);
 - Applicant is responsible for the construction, installation and any on-going maintenance costs;
 - Applicant provide insurance that will include the municipality as additionally insured;
 - Applicant to provide a detailed sketch of the works to the Township indicating the location coordinates and proposed works to the satisfaction of the Township;
 - Applicant to provide confirmation of approval from the Ministry of the Environment for the works; if applicable
 - Applicant to return the lands to their original state to the satisfaction of the Township;
 - Inform the Township of the date of construction to allow the Township to have a representative present if desired to oversee the work.

Financial Impacts:

Staff is recommending that the applicant be responsible to cover all legal fees associated with the agreement and registration on title.

Alignment to Strategic Plan:

The application is not applicable to the Strategic Plan.

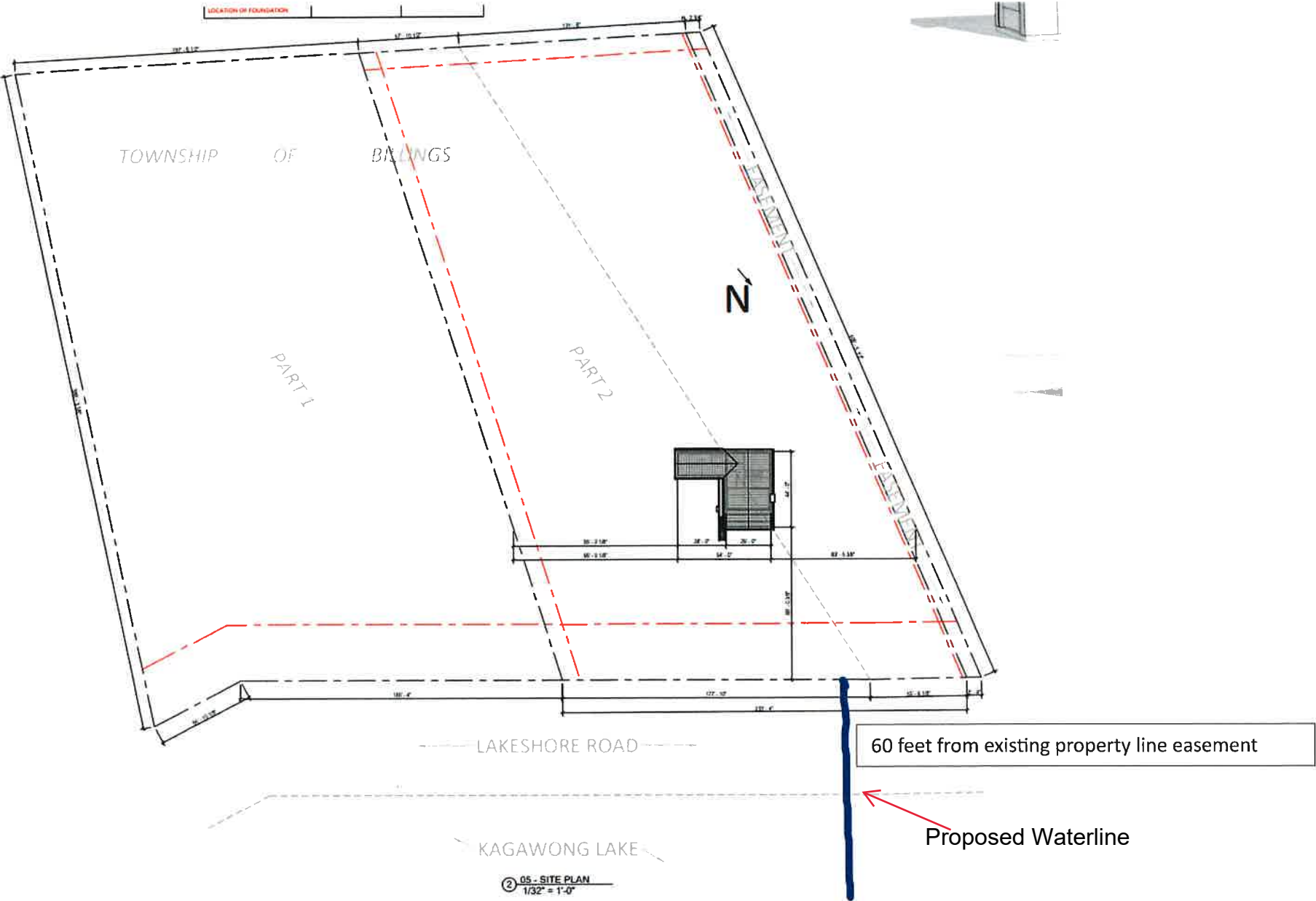
Alignment to the CEEP:

The application is not applicable to the CEEP

Respectfully Submitted by:

Emily Dance, CAO/Clerk

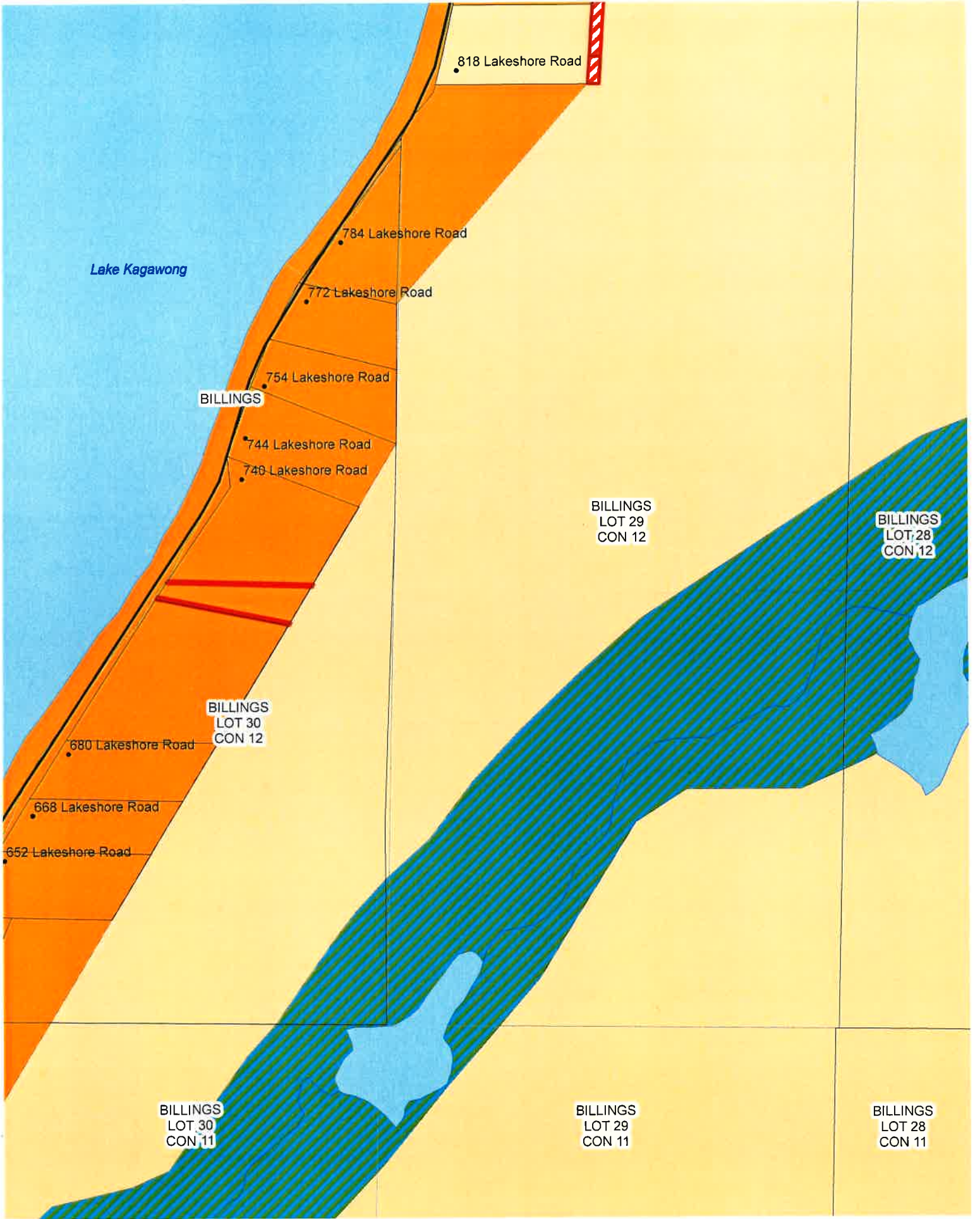
740 Lakeshore Road



60 feet from existing property line easement

Proposed Waterline

05 - SITE PLAN
1/32" = 1'-0"



Lake Kagawong

818 Lakeshore Road

784 Lakeshore Road

772 Lakeshore Road

754 Lakeshore Road

BILLINGS

744 Lakeshore Road

740 Lakeshore Road

BILLINGS
LOT 29
CON 12

BILLINGS
LOT 28
CON 12

BILLINGS
LOT 30
CON 12

680 Lakeshore Road

668 Lakeshore Road

652 Lakeshore Road

BILLINGS
LOT 30
CON 11

BILLINGS
LOT 29
CON 11

BILLINGS
LOT 28
CON 11



COUNCIL REPORT

Department: Municipal Project Management

Date: November 28, 2023

Report Number MPM-2023-11-26

File: Inclusive Community Grants Program Application 2023

Staff Recommendations:

THAT the Township of Billings Council hereby approves Report MPM-2023-11-26 AND FURTHER directs staff to continue to seek funding opportunities for lighting at the Small Craft Basin.

Background:

On April 6th, 2023 an application was submitted to the Inclusive Community Grant Program for the installation of accessible lighting at the Small Craft Basin. The application included the installation of lamp post lighting around the newly constructed Small Craft Basin in downtown Kagawong, ON. The basis of the application was to provide adequate lighting to transform the space into a more accessible and safer environment for people of all ages, abilities and backgrounds.

Discussion:

On October 12, 2023, staff were notified that the Township of Billings was not successful with the application. The Inclusive Community Grants Program noted they received a very high volume of applications and while there are so many worthy proposals, they are only able to fund a limited number of projects.

Staff have received very few complaints and or concerns regarding the lack of lighting at the Small Craft Basin and therefore recommend that rather than including this project in the 2024 budget that we continue to seek other funding opportunities to cover this project in the future.

Alignment to Strategic Plan:

2. 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:

MB2O, MB4O-Energy Efficiency: Minor and major refits: Consider minor and major building envelope upgrades, building automation and lighting upgrades as part of all municipal building renewal projects.

Respectfully Submitted by:

Tiana Mills, Deputy Clerk

Approved by:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Municipal Project Management

Date: November 28, 2023

Report Number MPM-2023-11-27

File: Pedestrian Bridge Project Update (2)

Staff Recommendations:

THAT the Township of Billings Council hereby receives Report MPM-2023-11-27 AND Further approves an exemption to the procurement policy requiring the submission of three quotes to allow partnering with Manitoulin Streams in jointly engaging J. Millete Forestry to conduct additional work in the amount of approximately \$25,000 SUBJECT to all applicable procurement obligations.

Background:

The pedestrian bridge project was prompted by the collapse of a portion of the old bridge some years ago, and the resulting desire to replace the bridge, preferably in a safer, more accessible location. An application, ultimately successful, was made to the Ontario Trillium Fund (OTF) in 2021. The municipality secured engineering services for the project in 2022, and tendered for construction in the summer of that year. Only one bid was received, which exceeded the project budget. The construction was re-tendered in Dec 2022, with Council awarding the bridge construction project to Ferguson Aggregate at the January 31st, 2023 Special Meeting. Ferguson has been working on the project since early summer, under supervision of Water's Edge Environmental Solutions Team Ltd., project engineers.

Discussion:

New bridge installation/Old Bridge Removal

There has been some challenge experienced in the project, namely a delay in bridge delivery. The bridge was ordered by the contractor at the commencement of work (June 2023), but was not actually set-up for fabrication until well through the original project window. However, the municipality was able to obtain an extension to the project window from the OTF, with the final project deadline being November 30th, 2023.

The new bridge was delivered and installed on November 16th. The major components of the old bridge were also removed during the week of November 13th -16th – old bridge removal being a component of the bridge project construction tender. At the time of writing this report, there is remaining ramp/approach work to be completed, as well as trail and site restoration. There is also more detailed site clean-up work to be completed in relation to the old bridge removal. During a project inspection meeting held on Wednesday, November 22nd, the project engineer and Township staff concluded that it is reasonable to expect the remaining work will be completed by November 30th.

Overall Project Expenditure

The project will close out substantially under budget, which means that the OTF grant will not be fully utilized, unfortunately. This will mean returning a limited amount of the funding, given that there is a remaining \$50,000 payment from OTF, were the grant used in full. The Ontario



Trillium Fund is planning to have this stream completely closed-out, administratively, early in 2024, so no more project-window extensions are possible.

Like most of the capital projects during the last 3 years (approximately), the pedestrian bridge has been impacted by unusual and interconnected economic/market condition. These have included high inflation, material supply chain disruption, and considerable variation in the availability and willingness of general contractors and sub-trades to respond to RFQs, RFPs, etc. These conditions have added a significant challenge to the implementation and management of projects.

When originally costed (September, 2021), by a professional engineer (as required for the OTF application), the pedestrian bridge project was estimated to cost \$556,000. This included engineering and construction (bridge and related civil works). The Township received the maximum grant of \$500,000 from the OTF Community Building Fund. The municipality consequently embarked on engineering and initial construction tendering (2022) anticipating the need to contribute some amount of municipal funds in order to complete the project. As indicated, the original tender process resulted in only 1 bid (in part because of the high demand for construction contractors in that period) at a cost of approximately \$750,000, which grossly exceeded the project budget. 6 months later, the re-tender (the only difference being the old bridge removal was included as a *provisional* item) resulted in eight (8) bids ranging from approximately \$326,000 to more than \$840,000.

Given that the accepted tender was substantially lower than both the next highest bid *and* the original cost estimate, municipal staff and the project engineer were reluctant to commit remaining funds to expanding the project, before the original project scope – installation of a new bridge and removal of the old - was substantially complete. As it turned out, completing the original scope was only possible because we were allowed a second project timeline extension. The first extension, of approximately 7 months, was granted (in part) because other OTF projects were experiencing similar challenges - low tender response/high costs.

It would have been challenging, in any event, to have realistically expanded the existing scope enough to use up the remaining funds *within this project*, as defined in our application, based on the low tender price for the bridge construction, which was the single dominant component of the project.

Staff are attempting to use some of the remaining funding, albeit a relatively small portion, while staying within scope. This involves working with Manitoulin Streams, who have completed a restoration project immediately downstream of the bridge site (specifically initiated this year in synergy with the bridge project), and completing some site work which will improve the bridge trail link on the East side. Estimated cost of this additional work is approximately \$25,000.

For even this small additional utilization of funds to occur, Council will need to approve an exemption to the procurement policy – which at this level, would normally involve soliciting a minimum of three (3) written quotes: Manitoulin Streams has engaged J. Millete Forestry to conduct their additional work. This contractor is available, capable and had completed other similar work for Manitoulin Streams earlier this season, Given the very short window available practical collaboration with Manitoulin Streams in hiring the same contractor is the only viable option, and staff have initiated (but at the time of writing, have not finalized) engagement. The



standard contractor engagement obligations will be met, namely proof of adequate general liability insurance, WSIB coverage in good standing, and a signed undertaking to comply with the Township’s health and safety policies.

The details of the linking trail work have not been finalized, but in general will include the following components:

- Small tree and stump removal
- Some larger hazard tree removal
- Trail levelling and limited top-dressing
- One or more small gully crossings

Financial Impacts:

There is no additional expenditure impact on the 2023 Township budget

The OTF Community Building Fund Grant will be underspent

Current Cost Summary (all figures include HST)

<u>Project Revenue</u>		
	OTF (Com Bldg. Fund.)	\$ 500,000.00
<u>Anticipated Proj. Costs (At Tender Awd. - Jan. 31, 2023)</u>		
	Engineering (as contracted)	\$ 46,431.70
	Construction (as contracted)	\$ 325,870.21
	Total	\$ 372,301.91
<u>Costs To-Date</u>		
	Engineering	\$ 21,970.95
	Construction	\$ 51,577.51
	Total	\$ 73,548.46
<u>Projected Final Costs*</u>		
	Engineering	\$ 49,431.70
	Construction	\$ 354,320.21
	Total	\$ 403,751.91

*These *anticipate* the additional trail work, and marginal additional engineering cost, related to an additional site inspection. Neither of these are a given, and both are estimates.

Alignment to Strategic Plan:

There is no direct alignment with the strategic plan

Alignment to the CEEP:

There is no direct alignment with the CEEP.

Respectfully Submitted by:

Todd Gordon, MPM

Reviewed By:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Treasury

Date: November 28, 2023

Report Number: 2023-11-15

File: Asset Retirement Obligations

Attachments: DRAFT Asset Retirement Obligations Policy

Recommendation:

THAT the Township of Billings Council hereby approves Report 2023-11-15 AND approves the Asset Retirement Obligations Policy AND FURTHER authorizes the appropriate By-Law coming forward.

Background:

The Public Sector Accounting Board, an independent body created to develop accounting standards for municipalities, has further strengthened municipal asset management practices with the development of a new standard. This new standard, PS 3280 Asset Retirement Obligations, requires municipalities across Canada to recognize costs associated with the retirement of assets.

An asset retirement obligation is “a legal obligation associated with the retirement of a tangible capital asset” and arises when there is a legal obligation to retire an asset from service. Asset retirement is defined as removing a capital asset from service and includes sale transactions, asset abandonment, and asset disposal. These costs may include, but are not limited to decommissioning, dismantling, and remediation of tangible capital assets and meeting any legislative mandates around environmental cleanup and/or restoring assets to their original condition.

Municipalities are required to adopt an Asset Retirement Obligations Policy and incorporate the associated financial obligations into their financial statements beginning in the 2023 fiscal year. The asset retirement obligations should be capitalized and amortized, allocating the future costs of retirement in a rational and systematic manner over the remaining life of the asset.

The recognition of the liability for future costs associated with the retirement of certain assets will ensure that funds will be available for the full cost of the asset disposal at the end of its useful life.

While this standard is new, the practice is not entirely new as municipalities do currently recognize the environmental obligations associated with liabilities for contaminated sites and solid waste facilities. The intent of this new standard is to expand the requirements to other assets which have costs associated with their disposal. Examples of such assets includes: buildings with asbestos, fuel storage tank removal, septic beds, and end of lease provisions.



It is important that asset retirement obligations are reported correctly in the financial statements otherwise municipalities will risk having an adverse or qualified opinion on their financial statements.

Discussion:

With the recent changes to reporting standards by the Public Sector Accounting Board (PSAB) this requires municipalities to identify, measure, and report certain costs associated with asset retirement. Municipalities must prepare an Asset Retirement Obligation Policy that establishes guidelines to ensure compliance with the new standard PSAB PS 3280 – Asset Retirement Obligations. Staff have developed an Asset Retirement Obligation Policy which has been attached to this report.

The current financial statements reflect balances and disclosures aligned with Public Sector Accounting Standards addressing general liabilities, landfill liabilities, contractual liabilities, contaminated site liabilities and contingent liabilities. The new standard extends these requirements to include liabilities related to the retirement of existing assets and indicates that recognizing the cost of an asset should consist of the expenses incurred to retire that asset in the future.

These asset retirement obligations exist when there is a legal obligation to incur retirement costs concerning assets. Some examples of when a legal obligation may exist include:

- Assets that require compliance with standards and regulations that, if sold, disposed of, or no longer in use, would require remediation, such as asbestos in buildings and in-ground piping, fuel storage tank removal, wells, firewater holding tanks, and septic beds;
- Leases that require removal of leasehold improvements or other remediation at the end of the leases such as the reforestation of land subject to a timber lease;
- Land covenants that require removal at the end of their useful life; and
- Assets that need to be returned to their natural state at the end of their useful life, such as mining activities and landfills.

The work required to adhere to the new regulations has already begun with the development of the Asset Retirement Obligations Policy. Staff have reviewed industry guidance on the topic from a number of sources including the Municipal Finance Officers' Association of Ontario (MFOA) and consulted with other municipal Treasurers.

The CAO/Clerk has circulated the attached policy to the municipal auditor for review and comment if there are any concerns. There were no concerns noted.

Staff will review the assts owned and controlled by the Township against the Asset Retirement Obligation Policy requirements to identify future liabilities. The identified liabilities will be measured and included in the Township's financial statements beginning in the 2023 fiscal year.



Each year there will be an accrued expense in the Statement of Operations to increase the liability with time. This recognizes the expenses while the asset is in use and results in the liability growing to equal the estimated costs on the date of retirement of the asset.

Financial Impacts:

Review by the Municipal Auditor, included in the auditing expense in the annual budget.

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



Policy – Asset Retirement Obligations Policy

By-Law No: DRAFT

Revision:

Date: November 28 2023

1. Purpose

The purpose of this Policy is to provide guidance on the accounting treatment for asset retirement obligations (ARO) and to establish roles and responsibilities for the Township.

2. Scope

This Policy applies to all departments, boards, and agencies included in the financial reporting of The Corporation of the Township of Billings (Billings) that possess assets with asset retirement obligations including:

- a) Assets held by Billings;
- b) Assets controlled by Billings;
- c) Assets that have not been capitalized or recorded as tangible capital assets for financial statement purposes.

3. Definitions

Accretion expense is the increase in the carrying amount of the liability for asset retirement obligations due to the passage of time.

Asset retirement activities include all activities related to an asset retirement obligation. These may include, but are not limited to:

- a) decommissioning or dismantling a tangible capital asset that was acquired, constructed or developed;
- b) remediation of contamination of a tangible capital asset created by its normal use;
- c) post-retirement activities such as monitoring; and
- d) constructing other tangible capital assets to perform post-retirement activities.

Asset retirement cost is the estimated amount required to retire a tangible capital asset

Asset retirement obligation is a legal obligation associated with the retirement of a tangible capital asset.

Capitalization thresholds is the value above which tangible capital assets are capitalized and reported in the financial statements.

Discount Rate is the cost of borrowing money or the return investors expect.

Retirement of a tangible capital asset is the permanent removal of a tangible capital asset from service. This term encompasses sale, abandonment, or disposal in some other manner but not its temporary idling.

4. Responsibility

The Treasurer is responsible for the development of and adherence to policies for the accounting and reporting of asset retirement obligations in accordance with Public Sector Accounting Board PS 3280. This includes responsibility for:

- a) Monitoring the application of this Policy;
- b) Managing processes within the accounting systems;
- c) Investigating issues and working with asset stewards to resolve issues;
- d) Ensuring asset management software reflects accurate asset retirement obligation costs; and
- e) Reporting asset retirement obligations in the financial statements of Billings and other statutory financial documents.

5. Policy

5.1. Guiding Principles

- 5.1.1. Existing provincial and federal laws and regulations require municipalities to take specific actions to retire certain tangible capital assets at the end of their useful lives. This includes activities such as the removal of asbestos and the retirement of landfills. Other obligations to retire tangible capital assets may arise from contracts, court judgments, or lease arrangements.
- 5.1.2. The legal obligations, including obligations created by promises made without formal consideration, associated with the retirement of tangible capital assets controlled by Billings, will be recognized as a liability in the books of Billings, in accordance with PSAB PS 3280 effective January 1, 2023.
- 5.1.3. Asset retirement obligations result from the acquisition, construction, development, or normal use of an asset. These obligations are predictable, likely to occur, and unavoidable. Asset retirement obligations are separate and distinct from contaminated site liabilities. The liability for contaminated sites is normally resulting from unexpected contamination exceeding the environmental standards. Asset retirement obligations are not necessarily associated with contamination.
- 5.1.4. An asset retirement obligation may arise in connection with a tangible capital asset that is not recognized. In this case, the asset retirement cost would be expensed as there is no cost basis of the underlying asset to which the asset retirement costs can be attached. This is consistent with the principle that asset retirement costs are not a separate asset because there is no specific and separate future economic benefit that results from them.

5.2. Recognition

- 5.2.1. A liability should be recognized when, as at the financial reporting date:
 - a) there is a legal obligation to incur retirement costs in relation to a tangible capital asset;

- b) the past transaction or event giving rise to the liability has occurred;
- c) it is expected that future economic benefits will be given up; and
- d) a reasonable estimate of the amount can be made.

A liability for an asset retirement obligation cannot be recognized unless all of the criteria above are satisfied

- 5.2.2. A liability for an asset retirement obligation should be estimated based on information available at the financial statement date. The estimate of the liability will be based on requirements in existing agreements, contracts, legislation, or legally enforceable obligations, and technology expected to be used in asset retirement activities. Measurement of a liability for an asset retirement obligation should result in the best estimate of the amount required to retire a tangible capital asset at the financial statement date.
- 5.2.3. The estimate of a liability will include costs directly attributable to asset retirement activities. Costs will include post-retirement operation, maintenance, and monitoring which are an integral part of the retirement of the tangible capital asset.
- 5.2.4. Directly attributable costs will include, but are not limited to, payroll and benefits, equipment and facilities, materials, legal and other professional fees, and overhead costs directly attributable to the asset retirement activity. Costs would include only those related to the nature and extent of the asset retirement obligation in accordance with the agreement, contract, legislation or a legally enforceable obligation establishing the liability.
- 5.2.5. Upon initial recognition of a liability for an asset retirement obligation, Billings will recognize an asset retirement cost by increasing the carrying amount of the related tangible capital asset (or a component thereof) by the same amount as the liability. Where the obligation relates to an asset that is no longer in service, and not providing economic benefit, or to an item not recorded by Billings as an asset, the obligation is expensed upon recognition.
- 5.2.6. Thresholds, recognition and componentization of assets will be observed and applied in the execution of this Policy.
- 5.2.7. Billings will implement the modified retrospective provision as this is the most practical approach. Under this method, the liability for an asset retirement obligation is removed from the statement of financial position and recognize:
 - a) A liability for any existing asset retirement obligations, adjusted for accumulated accretion to that date
 - b) An asset retirement cost capitalized as an increase to the carrying amount of the related tangible capital assets
 - c) Accumulated amortization on that capital cost; and

d) An adjustment to the opening balance of the accumulated surplus/deficit. Asset retirement obligations associated with assets no longer in productive use should recognize a liability and a corresponding adjustment to the opening accumulated surplus / deficit. These amounts are measured at the date the legal obligation was incurred (past), while the discount rate and assumptions used are measured based on current period facts and assumptions (current). Comparative figures are restated and an adjustment is made to opening accumulated surplus.

5.3. Subsequent Measurement

5.3.1. The asset retirement costs will be allocated to accretion expense in a rational and systemic manner (straight-line method) over the useful life of the tangible capital asset or a component of the asset.

5.3.2. On an annual basis, the existing asset retirement obligations will be assessed for any changes in expected cost, term to retirement, or any other changes that may impact the estimated obligation. In addition, any new obligations identified will also be assessed.

5.3.3. The discount rate to accrete the retirement obligation is the long-term debenture interest rate as obtained periodically from Infrastructure Ontario.

5.3.4. A recovery related to asset retirement obligation should be recognized when:

- a) The recovery can be appropriately measured;
 - b) A reasonable estimate of the amount can be made; and
 - c) It is expected that future economic benefits will be obtained
- A recovery should be not netted against the liability

5.4. . Presentation and Disclosure

5.4.1. The liability for asset retirement obligations will be disclosed, along with:

- a) A general description of the liability for an asset retirement obligation and the associated tangible capital asset
- b) The amortization method used for the asset retirement costs
- c) The basis for the estimate of the liability, including the estimated total undiscounted expenditures, the time period over which the undiscounted expenditures are to be incurred, the estimated timing of the settlement of these expenditures and the discount rate used;
- d) A reconciliation of the beginning and ending aggregate carrying amount of the liability showing separately the changes attributable to:
 - i. The liability incurred in the current period
 - ii. The liability settled in the current period
 - iii. The change resulting from the passage of time; and
 - iv. Revisions in estimated cash flows

5.5. Related Legislation



Public Sector Accounting Board (PSAB) Section 3280
Municipal Act, 2001, S.O. 2001, c. 25 (Municipal Act)

DRAFT



COUNCIL REPORT

Department: Treasury

Date November 28, 2023

Report Number: 2023-11-16

File: Employee Annual Wage Increase 2024 Budget - Employee Wages Cost of Living Increase

Recommendation:

THAT the Township of Billings Council hereby approves Report 2023-11-16 AND approves a 3.3% employee wage increase for 2024 AND that the increase be given pre-budget approval for all full-time, part-time, contract and casual employees effective January 1, 2024 AND FURTHER that Schedule 'A' to By-law No. 2021-59 being the Employee Salary Ranges be amended accordingly.

Background:

On October 17, 2023 Council passed By-law No 2023-105 being the Employee Annual Wage Increase/Market Study Policy.

The policy states that increases for full-time, part-time, contract and casual employees will be adjusted annually for inflation using the July to July CPI rates for the previous year with a maximum increase of 4% per year and a minimum increase of 1% per year.

The proposed annual increase will be approved by Council in advance of the budget process. The annual adjustment is not automatic every year and will be dependent on the Township's finances and affordability.

Discussion:

The July to July CPI rate was 3.3% which is within the maximum annual inflation rate. With inflation continuing to have a significant impact on the cost of living here on Manitoulin Island and across Ontario it is recommended that an increase of 3.3% be given pre-budget approval and that it be effective January 1, 2024.

Financial Impacts:

The estimated overall increase for the cost of living at 3.3% for 2024 is approximately \$25,000. To note this does not taking into account any upcoming step increase for employees or the increase in minimum wage for students.

Alignment to the Strategic Plan

20. Address organizational human resource and workload concerns.

Alignment to the CEEP

There is no alignment to the CEEP

Respectfully Submitted By:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Treasury

Date: November 28, 2023

Report Number TR-2023-11-17

File: Transfer Payment Agreement

Staff Recommendation:

THAT the Township of Billings Council hereby approves Report TR-2023-11-17 AND authorizes entering into an agreement with his Majesty the King in Right of Ontario as represented by the Ministry of Municipal Affairs and Housing to accept tax payment for specified First Nations properties AND FURTHER authorizes the appropriate By-law coming forward on tonight's agenda.

Background:

A By-law and Transfer Payment Agreement is passed by Council and executed by the Mayor and CAO/Clerk at the end of each calendar year to accept tax payments for specified First Nation properties in Billings.

Upon execution of the transfer payment agreement by the Mayor and CAO/Clerk the Deputy Clerk uploads the signed by-law and agreement through Transfer Payment Ontario and the Treasurer receives payment for the identified properties in the transfer payment agreement.

Discussion:

The By-Law and Transfer Payment Agreement are both available in section 12 of the agenda package.

Financial Impacts

Entering into this agreement and passing the proposed By-Law will allow the Mayor and CAO/Clerk to accept the 2023 tax payments for the specified First Nations properties in Billings.

Alignment to Strategic Plan:

None.

Alignment to the CEEP:

None.

Respectfully Submitted by:

Tiana Mills, Deputy Clerk

Reviewed by:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Treasury

Date November 28, 2023

Report Number: 2023-11-18

File: 2024 Budget - Council Remuneration / Per Diem

Recommendation:

THAT the Township of Billings Council hereby approves Report 2023-11 -18 AND approves a 3.3% Council Remuneration and per diem increase for 2024 AND FURTHER the increase be given pre-budget approval and effective January 1, 2024 AND that Schedule 'A' to By-law No. 2023-104 be amended accordingly.

Background:

On October 17, 2023 Council passed By-law No. 2023-104 being the Council Remuneration & Expense Policy.

The policy states that increases will be adjusted annually for inflation using the July to July CPI rates for the previous year with a maximum increase of 4% per year and a minimum increase of 1% per year.

The proposed annual increase will be approved by Council in advance of the budget process. The annual adjustment is not automatic every year and will be dependent on the Township's finances and affordability.

Discussion:

The July to July CPI rate was 3.3% which is within the maximum annual inflation rate. With inflation continuing to have a significant impact on the cost of living, it is recommended that an increase of 3.3% be given pre-budget approval and be effective January 1, 2024.

Council Remuneration

Position	Annual Stipend 2023	Proposed Annual Stipend 2024	2024 Increase
Mayor	\$5,773.20	\$5,963.72	\$190.52
Deputy Mayor and Councillor	\$4,075.20	\$4,209.69	\$134.49 x 4 = \$537.96



Per Diem

Position	Per Diem Council Meetings 2023	Per Diem Council Meeting 2024
Mayor	\$107.54	\$111.09
Deputy Mayor and Council	\$84.90	\$87.70
Mayor, Deputy Mayor, Councillor	\$84.90 per conference / educational sessions and travel days if overnight accommodations are required	\$84.90 per conference / educational sessions and travel days if overnight accommodations are required

Financial Impacts:

It is difficult to estimate an increase for Council Remuneration and Per Diems for 2024 as it is dependent on the number of Council meetings and conferences Council members attend. For a comparison to 2023 the overall impact is estimated at \$1,267.94 (\$728.48 Remuneration only).

Alignment to the Strategic Plan

19. Continue to modify and refine the council committee system to improve organizational effectiveness and communication, and to meet the legislated requirements for council/committee activity.

Alignment to the CEEP

There is no alignment to the CEEP

Respectfully Submitted By:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Chief Administrative Officer

Date: November 28, 2023

Report Number: CAO-2023-11-26

File: Website (2)

Recommendation:

THAT the Township of Billings Council hereby approves Report CAO-2023-11-26 AND approves the proposal of GHD Digital in the amount of \$20,475 plus HST for the design and development of a new website for the Township of Billings AND FURTHER approves the appropriate By-law coming forward.

Background:

The 2023 Township of Billings budget included provisions for the design and development of a new website in the amount of \$20,000.

On August 1, 2023 Council directed staff to issue a Request for Proposal (RFP) for a new corporate website and created the evaluation team made up of the CAO/Clerk, Deputy Clerk, Municipal Project Manager and the Accounts Payable/Tax Clerk.

The RFP was issued on August 9, 2023 and circulated through the local newspaper, the Township website, social media accounts and sent directly to preferred consultants.

Discussion:

The RFP closed on September 1st, 2023 with five eligible proposals being received.

Consultant	Cost (excluding HST)
CiviKit	\$5,000.00
Telkoware	\$5,250.00
2GEN	\$28,589.00
GHD Digital	\$20,475.00
Sandbox Software Solutions	\$48,135.74

The evaluation team met on September 22nd, 2023 to review the proposals.

The review was based on:

1. Workplan – 20%
2. Experience/References – 20%
3. Budget – 30%
4. Design – 30%



The evaluation team rated the proposals and the top two consultants were invited to a zoom interview on October 13th, 2023 for further evaluation.

As a result of the interview the evaluation team is recommending that GHD be awarded the contract for the design and development of a new website for the Township of Billings. The key items that set GHD Digital Inc apart from the other applicants were:

- Experience in delivering similar projects for municipalities across Ontario
- Over 20 years of experience with over 650 public sector clients, over 200 website awards and upwards of 160 experiences team members.
- Staff training methods.
- The extensive reference to and knowledge of the accessibility requirements of a township corporate website.
- The references indicated they were very pleased with the results of corporate websites.

Financial Impacts:

\$20,000 in the 2023 Township of Billings budget for a new corporate website. The additional \$475 can be funded with cost savings realized in the non-contract budget of \$1,000.

Alignment to Strategic Plan:

Rebuild the municipal website/web and social media presence and create a plan/process with the purpose of facilitating ongoing maintenance and improvement of the site.

Alignment to the CEEP:

There is no alignment to the CEEP.

Respectfully Submitted By:

Tiana Mills, Deputy Clerk

Approved By:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Clerk

Date: November 28, 2023

Report Number: CLK-2023-11-29

File: 2024 Council Meeting Schedule

Attachment: 2024 Council Meeting Schedule

Recommendation:

THAT the Township of Billings Council hereby approves Report CLK-2023-11-29 AND approves the 2024 Council Meeting Schedule as presented.

Background:

The Township of Billings Procedural By-Law No. 2021-40 as amended states that:

“Regular Council Meetings shall be held on the first and third Tuesday of each month at 7:00 p.m. at the Park Centre. When a public holiday falls on a regular meeting day, the following day shall be considered the regular meeting day.”

As been past practice the exception to this cycle is during the months of January and August. The first meeting of January is cancelled due to the holiday schedule, and insufficient time for meeting preparation as with similar circumstances for the second meeting in August. The second meeting in November has also been proposed to be the fourth Tuesday to accommodate hunting season.

Discussion:

It is important to establish a schedule in order to allow staff planning on when reports will come to Council and provide notice to the public.

Should Council consider amending the meeting time an amendment to the Procedural By-Law will be required. With the renovations to the firehall nearing completion, Council meetings will be moved to the lower level. The recommended 2024 Council Meeting Schedule is attached for review.

Also noted in Section 4 of the Procedural By-Law Council meetings, Special Council Meetings, local board or Committee Meetings may be conducted by Electronic Meeting provided adequate notice. Staff recommends that Council remain in-person unless otherwise advised by the health unit or due to inclement weather.

Financial Impacts

There are no financial impacts associated with this report.



Alignment to the Strategic Plan

Continue to modify and refine the Council/Committee System to improve organizational effectiveness and communication, and to meet the legislated requirements for Council/Committee activity.

Alignment to the CEEP

There is no alignment to the CEEP

Respectfully Submitted By:

Tiana Mills, Deputy Clerk

Approved By:

Emily Dance, CAO/Clerk

2024 COUNCIL MEETING SCHEDULE

Kagawong Park Centre – Lower Level
(unless stated otherwise)

NO 1ST MEETING IN JANUARY

Tuesday JANUARY 16, 2024 7:00 p.m.

Tuesday FEBRUARY 6, 2024 7:00 p.m.

Tuesday FEBRUARY 20, 2024 7:00 p.m.

Tuesday MARCH 5, 2024 7:00 p.m.

Tuesday MARCH 19, 2024 7:00 p.m.

Tuesday APRIL 2, 2024 7:00 p.m.

Tuesday APRIL 16, 2024 7:00 p.m.

Tuesday MAY 7, 2024 7:00 p.m.

Tuesday MAY 21, 2024 7:00 p.m.

Tuesday JUNE 4, 2024 7:00 p.m.

Tuesday JUNE 18, 2024 7:00 p.m.

Tuesday JULY 2, 2024 7:00 p.m.

Tuesday JULY 16, 2024 7:00 p.m.

Tuesday AUGUST 6, 2024 7:00 p.m.

NO 2ND MEETING IN AUGUST

Tuesday SEPTEMBER 3, 2024 7:00 p.m.

Tuesday SEPTEMBER 17, 2024 7:00 p.m.

Tuesday OCTOBER 1, 2024 7:00 p.m.

Tuesday OCTOBER 15, 2024 7:00 p.m.

Tuesday NOVEMBER 5, 2024 7:00 p.m.

Tuesday NOVEMBER 26, 2024 7:00 p.m.

Tuesday DECEMBER 3, 2024 7:00 p.m.

Tuesday DECEMBER 17, 2024 7:00 p.m.

2024 Allocation Notice**Township of Billings**

5121

The Township of Billings will receive \$546,800 through the OMPF in 2024, which is equivalent to \$706 per household.

A Total 2024 OMPF	\$546,800
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1. Assessment Equalization Grant Component	\$153,800
2. Northern Communities Grant Component	\$185,300
3. Rural Communities Grant Component	\$102,300
4. Northern and Rural Fiscal Circumstances Grant Component	\$105,400
5. Transitional Assistance	-

B Key OMPF Data Inputs

1. Households	775
2. Total Weighted Assessment per Household	\$234,875
3. Rural and Small Community Measure (RSCM)	100.0%
4. Farm Area Measure (FAM)	n/a
5. Northern and Rural Municipal Fiscal Circumstances Index (MFCI)	6.8
6. 2024 Guaranteed Level of Support	97.2%
7. 2023 OMPF	\$544,700

Note: See line item descriptions on the following page.

2024 Allocation Notice**Township of Billings**

5121

2024 OMPF Allocation Notice - Line Item Descriptions

A	Sum of 2024 OMPF grant components and Transitional Assistance, which are described in the 2024 OMPF Technical Guide. This document can be accessed at: https://www.ontario.ca/document/2024-ontario-municipal-partnership-fund/technical-guide .
A5	If applicable, reflects the amount of transitional support provided to assist the municipality in adjusting to year-over-year funding changes. See the enclosed Transitional Assistance Calculation Insert for further details.
B1	Based on the 2023 returned roll from the Municipal Property Assessment Corporation (MPAC), including applicable updates.
B2	Refers to the total assessment for a municipality weighted by the tax ratio for each class of property (including payments in lieu of property taxes retained by the municipality) divided by the total number of households.
B3	Represents the proportion of a municipality's population residing in rural areas and/or small communities. For additional information, see the 2024 OMPF Technical Guide, Appendix A.
B4	Represents the percentage of a municipality's land area comprised of farm land. Additional details regarding the calculation of the Farm Area Measure are provided in the 2024 OMPF Technical Guide, Appendix B.
B5	Measures a municipality's fiscal circumstances relative to other northern and rural municipalities in the province, and ranges from 0 to 10. A lower MFCl corresponds to relatively positive fiscal circumstances, whereas a higher MFCl corresponds to more challenging fiscal circumstances. For additional information, see the enclosed MFCl Insert, and the 2024 OMPF Technical Guide, Appendix D.
B6	Represents the guaranteed level of support the municipality will receive through the 2024 OMPF. For additional information, see the 2024 OMPF Technical Guide.
B7	Line A of 2023 OMPF Allocation Notice.

Note: Grant components and Transitional Assistance are rounded up to multiples of \$100.

2024 Transitional Assistance Calculation Insert

Township of Billings

5121

A 2024 OMPF Transitional Assistance (Line B2 - Line B1, if positive)	n/a
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As the municipality's 2024 OMPF identified on line B1 exceeds the guaranteed support identified on line B2, Transitional Assistance is not required.

B Supporting Details

1. Sum of 2024 OMPF Grant Components (excluding Transitional Assistance)	\$546,800
2. 2024 Guaranteed Support (Line B2a x Line B2b)	\$529,500
a. 2023 OMPF	\$544,700
b. 2024 Guaranteed Level of Support (Line C)	97.2%

C 2024 Guaranteed Level of Support (Line C1 + Line C2)	97.2%
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1. 2024 OMPF Minimum Guarantee	90.0%
2. Enhancement Based on Northern and Rural Municipal Fiscal Circumstances Index	7.2%

Note: See line item descriptions on the following page.

2024 Transitional Assistance Calculation Insert

Township of Billings

5121

2024 Transitional Assistance Calculation Insert - Line Item Descriptions

A	Transitional Assistance ensures that in 2024, northern municipalities will receive a minimum of 90 per cent of the support they received through the OMPF in 2023. The Township of Billings' 2024 OMPF exceeds their guaranteed level. As a result, Transitional Assistance is not required.
B1	Sum of the following 2024 OMPF grant components: Assessment Equalization, Northern Communities, Rural Communities, and Northern and Rural Fiscal Circumstances Grant Components.
B2	Guaranteed amount of funding through the 2024 OMPF.
B2a	Line A of 2023 OMPF Allocation Notice.
B2b	Represents the guaranteed level of support the municipality will receive through the 2024 OMPF. For additional information, see the 2024 OMPF Technical Guide.
C1	Reflects the minimum level of support for northern municipalities through the 2024 OMPF.
C2	Reflects the enhancement to the minimum level of support based on the municipality's Northern and Rural MFCI.

Note: Grant components and Transitional Assistance are rounded up to multiples of \$100.

2024 Northern and Rural Municipal Fiscal Circumstances Index

Township of Billings

5121

A Northern and Rural Municipal Fiscal Circumstances Index (MFCI)**6.8**

The Northern and Rural Municipal Fiscal Circumstances Index (MFCI) measures a municipality's fiscal circumstances relative to other northern and rural municipalities in the province on a scale of 0 to 10. A lower MFCI corresponds to relatively positive fiscal circumstances, whereas a higher MFCI corresponds to more challenging fiscal circumstances.

The Northern and Rural MFCI is determined based on six indicators that are classified as either primary or secondary, to reflect their relative importance in determining a municipality's fiscal circumstances.

The table below provides a comparison of the indicator values for the Township to the median for northern and rural municipalities.

B Northern and Rural MFCI - Indicators

Primary Indicators	Township of Billings	<i>Northern and Rural Median</i>
1. Weighted Assessment per Household	\$234,875	\$290,000
2. Median Household Income	\$81,000	\$82,000
Secondary Indicators		
3. Average Annual Change in Assessment (New Construction)	1.5%	1.2%
4. Employment Rate	38.0%	53.0%
5. Ratio of Working Age to Dependent Population	128.7%	152.0%
6. Per cent of Population Above Low-Income Threshold	89.3%	88.0%

Note: An indicator value that is higher than the median corresponds to relatively positive fiscal circumstances, while a value below the median corresponds to more challenging fiscal circumstances.

Additional details regarding the calculation of the Northern and Rural MFCI are provided in the 2024 OMPF Technical Guide, as well as in the customized 2024 Northern and Rural MFCI Workbook.

Note: See line item descriptions on the following page.

2024 Northern and Rural Municipal Fiscal Circumstances Index

Township of Billings

5121

2024 Northern and Rural Municipal Fiscal Circumstances Index - Line Item Descriptions

A	The municipality's 2024 Northern and Rural MFCI. Additional details are provided in the municipality's customized 2024 Northern and Rural MFCI Workbook.
B1	Refers to the total assessment for a municipality weighted by the tax ratio for each class of property (including payments in lieu of property taxes retained by the municipality) divided by the total number of households.
B2	Statistics Canada's measure of median income for all private households in 2020.
B3	Measures the five-year (2018 - 2023) average annual change in a municipality's assessment, for example, as a result of new construction or business property closures, excluding the impact of reassessment.
B4	Statistics Canada's measure of number of employed persons, divided by persons aged 15 and over.
B5	Statistics Canada's measure of working age population (aged 15 to 64), divided by youth (aged 14 and under) and senior population (aged 65 and over).
B6	Statistics Canada's measure of the population in private households above the low-income threshold for Ontario compared to the total population in private households.

PO Box 488
201 Atwood Avenue
Rainy River, ON
P0W 1L0



Office Phone: (807) 852-3244
Clerk Phone: (807) 852-3978
Fax: (807) 852-3553
Email: rainyriver@tbaytel.net
Website: www.rainyriver.ca

Town of Rainy River

RESOLUTION

MOVED BY  DATE: **October 10, 2023**

SECONDED BY  RESOLUTION: **23-020**

“WHEREAS the Corporation of the Town of Rainy River is a small community in Northwestern Ontario with limited financial resources;

AND WHEREAS the Town of Rainy River owns and operates the water treatment facilities, water distribution facilities, wastewater treatment facilities and wastewater collection facilities which service the residents of the Town of Rainy River;

AND WHEREAS the Town of Rainy River requires Class II Water Treatment Operators for its facilities;

AND WHEREAS the Corporation of the Town of Rainy River attempts to provide training as prescribed by the Province of Ontario to obtain the necessary classification(s);

AND WHEREAS the Town of Rainy River has been fortunate in obtaining a full staff compliment eager to take on the responsibilities of water treatment and distribution and wastewater collection and treatment operations;

AND WHEREAS any new employees of the Town of Rainy River require certification;

AND WHEREAS training is becoming increasingly difficult to procure;

AND WHEREAS the Province of Ontario has implemented stringent review of water treatment plants to ensure compliance;

AND WHEREAS the Province of Ontario is promoting and providing an increased number of training opportunities for a variety of trades;

BE IT HEREBY RESOLVED that the Corporation of the Town of Rainy River petitions the Province of Ontario to expand water treatment training opportunities for communities within Ontario;

AND FURTHER the training be delivered in a method that is flexible and affordable;

AND FURTHER utilize existing networks, such as Contact North, for on-line exam preparation and exam supervision;

AND FURTHER the Council of the Corporation of the Town of Rainy River forward copies of this resolution to Premier Doug Ford, Minister of Environment, Conservation and Parks Andrea Khanjin, MPP Greg Rickford, Walkerton Clean Water Centre, Ontario Municipalities.”

ABSTAIN _____
AYES _____
NAYES _____

D. ARMSTRONG _____
D. EWALD _____
J. HAGARTY _____
B. HELGESON _____
N. IVALL _____
M. KREGER _____
G. PROST _____

CARRIED _____ ✓
DEFEATED _____


MAYOR OR ACTING MAYOR




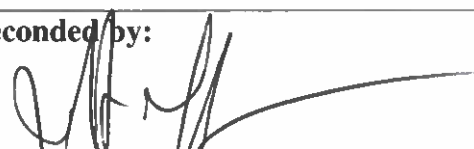


The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, November 7, 2023

Resolution # RC23263	Meeting Order: 8
Moved by: 	Seconded by: 

WHEREAS the local newspaper company Algoma News Review has ceased the print publication of its weekly newspaper and printed its final edition on July 6, 2022; and

WHEREAS the *Legislation Act, 2006* provides a definition of “newspaper” which applies to every Ontario Act Regulation, as in a provision requiring publication, means a document that, (a) **is printed in sheet form**, published at regular intervals of a week or less and circulated to the general public, and (b) consists primarily of news of current events of general interest; (“journal”); and

WHEREAS Ontario Municipalities are required to follow publication and notice requirements for Provincial Acts and Regulations; and

WHEREAS communities such as the Municipality of Wawa cannot comply with publication requirements in Provincial Acts and Regulations as the Algoma News Review publication is no longer being printed in sheet form and there are no other local news publications fitting the definition of “newspaper”; and

WHEREAS some small rural Ontario Municipalities may not have the means to bring an application to the Court to ask for directions and approval of an alternate manner of providing notice;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Municipality of Wawa does hereby support the Township of McKellar and request the Provincial Government to make an amendment to the *Legislation Act, 2006* to include digital publications as an acceptable means of publication and notice requirements for Provincial acts and Regulations; and

p.2...



The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

FURTHERMORE request the support of all Ontario Municipalities; and

FURTHERMORE THAT this resolution be forwarded to the Minister of Municipal Affairs and Housing Paul Calandra, Algoma Manitoulin MPP Michael Mantha, and the Association of Ontario Municipalities (AMO).

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

Disclosure of Pecuniary Interest and the general nature thereof.

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

Clerk: _____

MAYOR – MELANIE PILON	CLERK – MAURY O’NEILL



The Corporation of the Township of Terrace Bay

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

October 17, 2023

Premier Doug Ford
premier@ontario.ca

Dear Mr. Ford,

At the Township of Terrace Bay Regular Council Meeting held on Monday March 6, 2023, the following resolution of support was passed.

RE: Township of Aurora Motion 10.4 Councillor Weese, Re: Aurora Council Opposition to Strong Mayor Powers in Aurora”

Resolution: 257-2023

Moved by: Councillor Johnson

Seconded by: Councillor St. Louis

Whereas the Township of Aurora passed "Motion 10.4 - Councillor Weese; Re: Aurora Council Opposition to Strong Mayor Powers in Aurora at its meeting on September 26, 2023; and

Whereas these Strong Mayor Powers undermine democratic processes executed through municipal elections;and

Whereas Strong Mayor Powers may also violate by-laws established by municipalities that provides accepted and legal procedures for governance; and

Whereas Terrace Bay Council recognizes the important role each Councillor provides the residents in their Ward and the community-at-large;

Now Therefore Be it Hereby Resolved That the Township of Terrace Bay Council supports the Town of Aurora's motion 10.4 and opposes Strong Mayor Powers being provided to the Head of Council;

Be It Further Resolved That this approved Motion is to be sent to the Premier of Ontario, the Honourable Doug Ford; the Minister of Municipal Affairs and Housing, the Honourable Paul Calandra; Lise Vaugeois MPP, Thunder Bay—Superior North and each of the Municipalities in Ontario.

Sincerely,

Jon Hall
CAO/Clerk

CC:

Honourable Paul Calandra - minister.mah@ontario.ca

MPP – Thunder Bay Superior North - Lise Vaugeois - LVaugeois-QP@ndp.on.ca

All Ontario Municipalities



The Sustainable Northern Ontario Economic Development course provides the foundation you need to understand and promote economic and social development in Northern Ontario.

Learn about opportunities and challenges, strategies for economic development, and more!

WHO IS THE COURSE FOR?

- ✓ Economic development professionals
- ✓ Citizens interested in sustainable regional economic development
- ✓ Government officials and politicians
- ✓ Professionals that are new to the field
- ✓ Provincial, municipal or federal employees living in Northern Ontario who make or influence economic decisions and/or policy decisions

The 12-module course is spread over 12 weeks. It is offered in both English and French.

- Accredited through EDAC (Economic Developers Association of Canada).
- Enrolment in the course is limited to 20 participants per semester.
- Cost: \$725

Accounts for Payment October 30, 2023

Payment	Account	Amount	Description
8141	Allan Avis Architects Inc.	5,582.23	Professional Fee Barrier Free Site Visit
8133	Allens Auto Parts	70.56	Truck Belt (Landfill Truck)
8132	Identifiable Individual	250.00	Trapping Services
8148	Atlas Signs and Plaques	560.40	Brass Plackard (Museum)
8140	Bell Canada	3,563.79	OMR Watermain Project Pole Relocation
8131	Bridal Veil Variety	429.96	Fuel & Supplies - Public Works
8138	Denis Gratton Construction Ltd.	17,040.01	OMR Watermain Payment #4
8139	Denis Gratton Construction Ltd.	110,184.18	OMR Watermain Payment #3
8151	Freddie's Welding	361.60	Welding Services (Landfill Truck)
8145	G. Stephen Watt LLB	553.70	Professional Services
8134	Randy Noble Trucking	20,685.78	Armour Stone to Lakeshore by Pumphouse
8144	Laurentian Business Product	256.66	Printer Usage (Monthly Contract)
8130	Manitoulin Student Aid Fund	400.00	Township of Billings Award
8146	Massey Wholesale Ltd	68.18	KAGMAR Supplies (August Invoice)
8136	McDougall Energy Inc.	3,282.41	Dyed Diesel (PW Garage)
8142	Miller Paving Ltd.	160,713.92	Surface Treatment Emulsion & Aggregate
8135	Mindemoya Home Hardware	78.95	Keys & Supplies (BFD)
8149	Ontario Clean Water Agency	3,709.62	New Sump Pump, Louver Repairs & Spare Parts
8149	Ontario Clean Water Agency	4,145.70	WO HLP#2 Softstarter Replacement
8149	Ontario Clean Water Agency	6,891.39	WO HLP#1 Softstarter Repair
8147	Pinchin Ltd	5,044.32	2023 Fall Sampling, Monitoring & Reporting
8129	PitneyWorks	49.43	Mail Meter (Postage Machine)
8137	Identifiable Individual	149.25	Halloween Candy (PRW Committee)
8153	Purolator Courier Ltd	144.15	Delivery Charges for Strongco Order
8150	Strongco	509.14	Pipe, Oil Filter, Fuel Filter & Fuel Cartridge
8150	Strongco	1,090.92	Window Pane, Sealing Strip
8152	TMI Brushing	11,017.50	Roadside Brushing
8143	UCCM Castle Building Supplies	246.33	Supplies (PW, Office, BFD)
8156	Dinsmore Designs	847.50	Floor Drain Installation (BFD)
DD	LBPC Leasing	175.00	Canon Printer Contract
DD	Eastlink	149.35	Manitoulin Mutual Aid
DD	Hydro One	3,273.22	Hydro (Monthly)
DD	GFL	8,225.41	Contract (Monthly)
MC	Seaton	136.65	OSHA
MC	Sheraton Centre Toronto Hotel	591.71	ROMA Hotel Accomodations
EFT	Identifiable Individual	87.47	Emergency Management Control Group Lunch
EFT	Identifiable Individual	140.00	Internment Fee
EFT	Lisa / Darren Hayden	1,911.00	Contract (Monthly)
EFT	Auto Parts North	96.65	Wiper Blades + Windshield Washer Fluid (Public Works)
EFT	Auto Parts North	273.52	Battery for PW Vehicle (Public Works)
EFT	Payroll	8,357.75	Council Remuneration
EFT	Auto Parts North	2,545.42	Brakeleen Chlorinated, Gadus, Moovit, Tires (Public Works)
EFT	Identifiable Individual	153.18	Speakers, Coffee, Soap (Public Works)
EFT	Identifiable Individual	1,451.25	Professional Services
EFT	BAMM	2,626.41	Service to International Re/Re Oil Pan, Gasket, etc.
EFT	BAMM	1,429.46	Annual Safety Insp. & Service to International Work Star Dump
MC	Northern 911	125.95	E911 Consolidated (Monthly)
EFT	Identifiable Individual	230.52	Safety Workwear
EFT	Identifiable Individual	271.19	Safety Workwear
EFT	JK Automotive	68.37	Service to GMC Sierra Scan & Clear Codes, Service Air Flow Issue

Total 390,247.06

Total Accounts for Payment \$ 390,247.06

Accounts for Payment November 21, 2023

Payment	Account	Amount	Description
5761	Allan Avis Architects Inc.	60.48	Reimbursable Expenses related to Barrier Free Site Visit
5762	Berry Boats Limited	15.85	Fuel Line, Nuts, Washers & Bolts (Marina)
5763	Bridal Veil Variety	298.08	Fuel (Public Works)
5764	Core Industrial Gases	19.22	OXY300 Tank Rental
5765	G. Stephen Watt LLB	1,186.50	Professional Services
5766	Laidley Stationary	2,816.86	New Office Chairs for 3 Staff Members
5767	Make-Way Environmental	542.06	Service Inspection 10OCT23
5768	Ministry of Finance	130.00	Ontario Fire College Registration Fees (NEW)
5769	Preyde's Handy Andy	452.00	Excavator Work for EXP (Old Mill Bridge)
5770	Tech Forwaed Fire Solutions	254.52	Parts & Freight for BFD Lockers
5771	John Turner	117.14	Hydraulic Hose for Backhoe (Public Works)
5772	U.C.C.M. Building Supply	504.62	Structural Screws, Cement Drill Bit, Block Heater Cord
5773	Yellow Pages	11.24	Tourist Attraction Monthly Fee (Museum)
MC	Northern 911	125.95	E911 Consolidated (Monthly)
EFT	Identifiable Individual	1,164.17	AMO Expenses
EFT	Identifiable Individual	70.00	Internment Fee
EFT	Identifiable Individual	372.90	Employee H&W Benefit
EFT	Identifiable Individual	660.00	OMAA Expenses
EFT	Identifiable Individual	500.00	Employee H&W Benefit
EFT	EXP	12,958.64	Kagawong Old Mill Waterline Progress Bill 27OCT23
EFT	Identifiable Individual	79.08	Employee Workwear Allowance
EFT	J.K. Automotive	186.45	Storage (BFD)
EFT	J.K. Automotive	200.11	2015 GMC Sierra Tail Light Wiring Harness & Installation
EFT	Lisa / Darren Hayden	2,121.00	Cleaning Contract (Monthly)
EFT	Identifiable Individual	1,406.25	Professional Services
EFT	Purolator	220.78	Strongco Shipping
EFT	Identifiable Individual	726.19	Employee Workwear Allowance
EFT	Identifiable Individual	79.08	Employee Workwear Allowance
EFT	HRC Bookkeeping	7,162.84	Professional Services
DD	GFL	8,225.41	Monthly Contract
DD	McDougall Energy	1,631.90	Dyed Diesel (PW)
DD	OCWA	10,567.57	OCWA Contract (Monthly)
DD	Superior Propane	804.20	Bulk Propane

Total 55,671.09

Total Accounts for Payment \$ 55,671.09



BY-LAW NO 2023-109

BEING A BY-LAW TO AUTHORIZE ENTERING INTO AN AGREEMENT
TO ACCEPT TAX PAYMENT FOR SPECIFIED FIRST NATION
PROPERTIES IN 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 Ministry of Municipal Affairs and Housing has indicated its intention to pay tax arrears and the cancellation price on certain First Nations properties; and the designation of properties and amount to be paid for each shall form Schedule "A" to this by-law, also called "Grant Agreement," the total amount being \$22,148.87;

AND WHEREAS the Ministry wishes to assist the Township with respect to the tax arrears accumulated on certain First Nation lands located in the Township of Billings and as identified in Schedule "A"

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

1. That the payments of amounts listed in Schedule "A" to pay costs related to property taxation are hereby accepted;
2. That the Mayor and CAO/Clerk are hereby authorized to sign on behalf of the Council for the Corporation of the Township of Billings, any contracts, and other documents required to authorize the agreement and to affix the corporate seal of the Township of Billings.
3. That all funding will be applied and shall be used exclusively for the purpose as forestated.
4. This By-Law shall come into full force and effect upon final passage
5. This By-Law may be cited as the "2023 Accept Tax Payment for Specified First Nation Properties By-Law"

READ a **FIRST** and **SECOND TIME** this 28th day of November, 2023

READ a **THIRD TIME** and **FINALLY PASSED** this 28th day of November, 2023

Bryan Barker, Mayor

Emily Dance, CAO/Clerk



BY-LAW NO 2023-110

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 November 28, 2023 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 "November 28, 2023 Confirmatory By-Law".

READ a FIRST and SECOND TIME this 28th day of November, 2023

READ a THIRD TIME and FINALLY PASSED this 28th day of November, 2023

Bryan Barker, Mayor

Emily Dance, CAO/Clerk