



The Corporation of the Township of Billings

Council Meeting Agenda

March 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

Arthur Moran, By-Law Enforcement Officer / H&S

1. Call to Order

Mayor Barker to call the meeting to order.

2. Approval of Agenda

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 – February 21st, 2023

4.2 Committee of the Whole – February 21st, 2023

5. Delegation

5.1. Manitoulin Streams

Seija Deshchenes, Project Coordinator for [Manitoulin Streams](#) will be providing a presentation on how Manitoulin Streams are protecting and restoring Manitoulin streams and the relevant projects in the Township of Billings.

6. Committee Reports

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

7. Staff Reports

7.1. HS-2023-03-02- Health and Safety Information Report (January, February)

7.2. BE-2023-03-03 – By-Law Enforcement Information Report (January, February)

- 7.3. BE-2023-03-04 – Backyard Chicken By-Law Amendment
- 7.4. MPM-2023-03-05 Bulk Water Update (4)
- 7.5. MPM-2023-03-06 Fire Hall Renovation Update (5)
- 7.6. MPM-2023-03-07 – Old Mill Road Tender Results
- 7.7. CLK-2023-03-05 - OCWA Operational Plan
- 7.8. CLK-2023-03-06 – Delegation of Authority (STAR, Backyard Chicken, Trailer By-Laws)
- 7.9. CAO-2023-03-08 – Strategic Plan Confirmation
- 7.10. CAO-2022-03-09 – Climate Action Committee Terms of Reference / Committee Update
- 8. Correspondence Requiring Direction**
 - 8.1. Manitoulin Island Cycling Advocates (MICA) – Letter of Acknowledgement Request
March 2, 2023. MICA is requesting a letter of Acknowledgement from the Township of Billings regarding their 11th annual Manitoulin Passage Ride.
Staff recommends support of this event.
- 9. Information**
 - 9.1. 2023 FONOM Executive Award
 - 9.2. FONOM Media Release - Catch and Release - Feb 2023
 - 9.3. FCM 2023 Annual Conference and Trade Show – *If members of Council wish to attend this conference, please notify the Deputy Clerk.*
 - 9.4. 2022 Municipal Election Statistics
 - 9.5. Congratulations on Outdoor Rink Correspondence Brad de St. Aubyn
 - 9.6. 2022 Annual Summary Reports Kagawong Water System
- 10. Accounts for Payment**
 - 10.1. Accounts for Payment March 2, 2023
- 11. By-Laws and Agreements**
- 12. Notice of Motions**
- 13. Closed Session**
- 14. Confirmatory By-Law**
 - 14.1. By-Law No. 2023-19 being the March 7th, 2023 Confirmatory By-Law
- 15. Adjournment**
 - 15.1. Motion to Adjourn

Document Accessibility

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

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

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



The Corporation of the Township of Billings
Council Meeting Minutes
February 21, 2023 7:00 p.m.
Park Centre – 39 Henry Drive, Kagawong

Council Present

Bryan Barker, Mayor
David Hillyard, Deputy Mayor
Jim Cahill, Councillor
Vince Grogan, Councillor
Michael Hunt, Councillor

Staff Present

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.

2. Approval of Agenda

2023-67

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.

4. Adoption of Minutes

4.1. Regular Council Meeting – February 7th, 2023

2023-68

Moved by: Grogan Seconded by: Hunt

THAT the February 7th, 2023 Regular Council Meeting Minutes be adopted as amended.

Carried.

5. Committee of the Whole

5.1. Motion to move into Committee of the Whole

2023-69

Moved by Hillyard Seconded by Grogan



THAT the Township of Billings Council hereby moves into Committee of the Whole for a Strategic Planning Working Session AND FURTHER returns to open session upon completion.

Carried.

6. Committee Reports

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

6.2. Library Board Meeting Notes February 14, 2023
2023-73

Moved by: Hunt Seconded by: Grogan

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

Carried.

Councillor Cahill attended a Centennial Manor meeting. This meeting was a basic update to new committee members.

Councillor Cahill attended a Manitoulin and Sudbury District Administration Board meeting. An open invitation was shared with committee members to schedule an information session to Council from the Manitoulin and Sudbury District Administration Board chair.

Deputy Mayor David Hillyard attended the Manitoulin Municipal Association meeting where the Swing Bridge Emergency Plan was discussed.

Councillor Vince Grogan chaired the first Billings Climate Action Committee.

7. Financial Reports

7.1. **January – December 2022 Income Statement**
2023-74

Moved by: Hunt Seconded by: Hillyard

THAT the Township of Billings Council hereby receives the January – December 2022 Income Statement.

Carried.

8. Staff Reports

8.1. BP-2023-02-02 Official Plan Amendment – Natural Heritage System Strategy
2023-75

Moved by: Hunt Seconded by: Cahill

THAT the Township of Billings Council hereby deems it appropriate to adopt Official Plan Amendment No. A-3 for the District of Manitoulin including the



Unincorporated Township of Robinson and Dawson consisting of explanatory text and mapping identified on Schedule 'D', dated January 30, 2023 for a Natural Heritage System Strategy (NHSS) to be forwarded to the Ontario Ministry of Municipal Affairs and Housing for approval AND FURTHER authorizes the appropriate By-Law coming forward on tonight's agenda.
Carried.

8.2. BP-2023-02-03 Joint Building Systems Committee
2023-76

Moved by: Cahill Seconded by: Grogan
THAT the Township of Billings Council hereby approves Report BP-2023-02-03 AND approves entering into a Joint Building Systems Committee Agreement including an agreement for Chief Building Official (CBO) services AND FURTHER authorizes the appropriate By-Laws coming forward.
Carried.

9. Correspondence Requiring Direction

9.1. Manitoulin/North-Shore Federation of Agriculture (MNSFA) Slow Moving Vehicle Sign Campaign- email dated February 13, 2023
2023-77

Moved by: Grogan Seconded by: Hillyard
THAT the Township of Billings Council hereby received the letter from the Manitoulin/North-Shore Federation of Agriculture (MNSFA) email dated February 13, 2023 AND directs staff to engage with MNSFA to identify high-farm traffic areas and to participate in the campaign.
Carried.

9.2. Public Engagement Policy Response
2023-78

Moved by: Grogan Seconded by: Hillyard
THAT the Township of Billings Council hereby receives for information the email from Barb Erskine dated February 16th, 2023 AND thanks Ms. Erskine for her input.
Carried.

9.3. Public Engagement Recommendations
2023-79

Moved by: Grogan Seconded by: Hillyard
THAT the Township of Billings Council hereby receives for information the email from Ruth Farquhar dated February 17th, 2023 AND thanks Ms. Farquhar for her input.
Carried.



The attachment for item 9.3 was inadvertently missed from the agenda. Council members and the press have a copy and it will form part of the agenda. If members of the public would like a copy, please see the Clerk.

10. Information

10.1. Ontario's Provincial Emergency Management Strategy and Action Plan.

10.2. Municipal Petition in Opposition of Bill 3
2023-80

Moved by: Hillyard Seconded by: Grogan

THAT the Township of Billings Council hereby supports the resolution of Shunai and directs to staff to distribute as required.

Carried.

10.3. Little Current Swing Bridge Emergency Plan January 2023

2023-81

Moved by: Hunt Seconded by: Grogan

Moved by: Hillyard Seconded by: Grogan

THAT the Township of Billings Council hereby receives for information all items listed in Section 10.

Carried.

11. Accounts for Payment

11.1. Accounts for Payment to February 3rd – 16th, 2023

2023-82

Moved by: Hunt Seconded by: Cahill

THAT the Township of Billings Council hereby approves, ratifies, and confirms the February 3rd – 16th, 2023 Accounts for Payment as presented.

Carried.

12. By-Laws and Agreements

12.1. By-Law No. 2023-13 being the Township of Billings Adopt
Communications Policy By-Law

2023-83

Moved by: Grogan Seconded by: Hillyard

THAT By-Law 2023-13 being the Township of Billings Adopt a Communications Policy By-Law be read a first, second and third time AND finally passed this 21st day of February, 2023.

Carried.



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- 12.2. By-Law No. 2023-14 being the Township of Billings Adopt Public Engagement Policy By-Law 2023-84
Moved by: Grogan Seconded by: Cahill
THAT By-Law 2023-14 being the Township of Billings Adopt a Public Engagement Policy By-Law be read a first, second and third time AND finally passed this 21st day of February, 2023.
Carried.
- 12.3. By-Law No. 2023-15 being the By-Law to Authorize a Change Order for the Fire Hall (Demolition) By-Law 2023-85
Moved by: Hunt Seconded by: Grogan
THAT By-Law 2023-15 being the By-Law to Authorize a Change Order for the Fire Hall (Demolition) By-Law be read a first, second and third time AND finally passed this 21st day of February, 2023.
Carried.
- 12.4. By-Law No. 2023-16 being the Adopt Official Plan Amendment No. A-3 By-Law 2023-86
Moved by: Hunt Seconded by: Hillyard
THAT By-Law 2023-16 being the Adopt Official Plan Amendment No. A-3 By-Law be read a first, second and third time AND finally passed this 21st day of February, 2023.
Carried.

13. Notice of Motions

None.

14. Closed Session

- 14.1. **Motion to move into a Closed Session** 2023-87
Moved by: Cahill Seconded by: Hunt
THAT the Township of Billings Council hereby moves into Closed Session pursuant to [s. 239(2)(b)] Personal matters about an identifiable individual – Financial Administrative Assistant Position AND FURTHER returns to open session upon completion.
Carried.

15. Report out of Closed Session

2023-92



Moved by: Hunt Seconded by: Hillyard

THAT Mayor Barker reported a Closed Session was held where personal matters about an identifiable individual were discussed regarding the Financial Administrative Assistant Position AND direction was given to staff.

Carried.

2023-93

Moved by: Hunt Seconded by: Cahill

THAT By-Law No. 2023-17 being the Appoint Beckerton Financial Administrative Assistant By-Law be read a first, second, third time AND FINALLY passed this 21st day of February, 2023.

Carried.

16. Confirmatory By-Law

16.1. By-Law No. 2023-18 being the February 21st, 2023 Confirmatory By-Law 2023-94

Moved by: Hunt Seconded by: Hillyard

THAT By-Law No. 2023-18 being the February 21st, 2023 Confirmatory By-Law be read a first, second and third time AND finally passed this 21st day of February, 2023.

Carried.

17. Adjournment

17.1. Motion to Adjourn

2023-95

Moved by: Cahill Seconded by: Hunt

THAT the Township of Billings Council hereby adjourns at 9:31 p.m.

Carried.

Mayor Bryan Barker

CAO/Clerk Emily Dance



**The Corporation of the Township of Billings
Committee of the Whole Meeting Minutes**
February 21, 2023 7:00 p.m.
Park Centre – 39 Henry Drive, Kagawong

Council Present

Bryan Barker, Mayor
David Hillyard, Deputy Mayor
Jim Cahill, Councillor
Vince Grogan, Councillor
Michael Hunt, Councillor

Staff Present

Emily Dance, CAO/Clerk
Tiana Mills, Deputy Clerk
Todd Gordon, Municipal Project Manager

1. Call to Order

Mayor Barker called the Committee of the Whole meeting of the Township of Billings to order at 7:05 p.m.

2. Approval of Agenda

2023-70

Moved by: Cahill Seconded by: Grogan

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

3. Disclosure of Pecuniary Interest

None.

4. Strategic Planning Session

Members of Council participated in a strategic planning session to review the current strategic plan and make recommendations to guide the work of the municipality in the short-term until a fulsome review of the Strategic Plan is performed.

The objectives of the strategic planning session:

- Review the current strategic plan
- Indicate objectives already completed
- Identify objectives that could be carried forward and
- Identify key challenges that will take further planning to move forward.

5. Working Session

5.1. CAO-2022-02-07 – Strategic Planning Working Session



Council agreed with the recommendations presented by staff for priority items 1 – 20 as identified in the Priority Areas (2018 – 2022 Strategic Plan) in the short-term for 2023 while discussions take place for development of a new Strategic Plan.

2023-71

Moved by: Hunt Seconded by: Grogan

THAT the Township of Billings Committee of the Whole hereby directs staff to bring forward the confirmed Strategic Plan key priorities coming out of the working session for Council approval.

Carried.

6. Adjournment

6.1. Motion to Adjourn

2023-72

Moved by: Hunt Seconded by: Grogan

THAT the Township of Billings Council hereby adjourns at 8:10 p.m.

Carried.

Mayor Bryan Barker

CAO/Clerk Emily Dance



Manitoulin Streams Improvement Association
Billings Township

Educational Outreach – Kagawong River



Kagawong River Stream tours



Kagawong River Stream tours



Kagawong River Stream tours



Kagawong River Stream tours

- 16 Kagawong River tours during salmon spawning run
- 10 local school classes
- 2 tours with the French high school in Espanola
 - Ecole Secondaire Catholique Franco-ouest
- 1 Sudbury – Lasalle high school
- 1 Toronto in partnership with Wiikwemkoong Tourism
- 1 Homeschool group/families – Mapleview Academy & Joyce Family
- 444 students and 53 adults

2022 Engagement

- Stream Tours: 20
- Displays: 11
- Educational Sessions: 25
- Children: 1096
- Adults: 972
- Total participants: 2068
- Total Events: 38

Stream Ranger Youth Program

Manitoulin Streams Youth Ranger's Night

When:

November 24th, 6:30-7:30

Where:

Billings Park Centre, 39 Henry Drive

Ages: Grades 1-8

What to Expect:

Winter and Fall Tree Identification
lesson and hands on fun

For more information or to register your
child/children please email

getinvolved.manitoulinstreams@gmail.com



Stream Ranger Youth Program

Manitoulin Streams Youth Ranger's Night

When:

January 26th, 6:30-7:30

Where:

Billings Park Centre, 39 Henry Drive

Ages: Grades 1-8

What to Expect:

Local mammals and Winter track identification

For more information or to register your child/children please email getinvolved.manitoulinstreams@gmail.com

- 3 events
- 51 youth
- 27 adults



Stream Ranger Youth Program

Manitoulin Streams Youth Ranger's Night

When:
February 23th, 6:30-7:30

Where:
Billings Park Centre, 39 Henry Drive

Ages: Grades 1-8

What to Expect:
Animal Strategies to Survive Winter

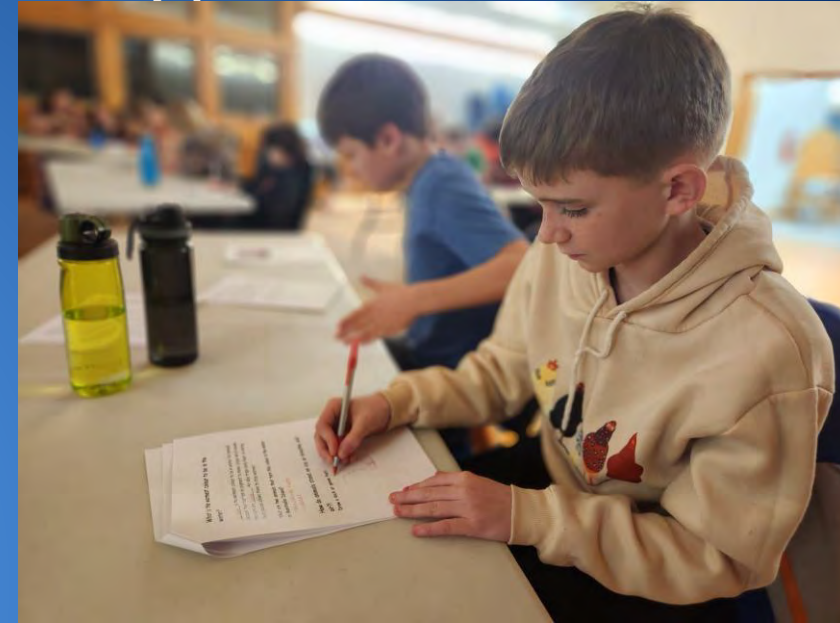
Register by End of Day Friday Feb 17

For more information or to register your
child/children please email

getinvolved.manitoulinstreams@gmail.com



Mascot - Harry Otter



Stream Ranger Youth Program

Potential Educational Sessions

- Invasive Species Identification
- Local Animal Track and Scat Identification
- Local Reptile and Amphibian Identification
- Local Geology and Fossil Identification
- Seasonal Tree Cycles and Maple Syrup Production
- Local Fish Identification
- Forest Succession and How to Identify Forest Types
- Local Species at Risk Identification
- Local Habitat Types and What to Find in Them
- Spring and Summer Tree Identification
- Local Seasonal Forages

Potential Field and Stewardship Sessions

- Log Jam Removals
- Tree planting
- Community Cleanup
- Invasive Species Removal
- Maple Syrup Process and Production
- Fishing and Fish Cleaning
- Acorn Flour Processing and Production
- Pitch Tar/Glue Processing

Educational Social Media Posts - Fish ID, SAR, invasive species, Pathogens

Rainbow Trout (Steelhead)

What's the difference?

A Rainbow Trout spends its entire life in rivers. Where a Steelhead migrates to the ocean or large lakes, only returning to the rivers to spawn.

Rainbow Trout have an obvious pink or red line down the sides where Steelhead tend to be more of a silver colour. However, Steelhead get the pink/red line within a few weeks of returning to the rivers to spawn.

The Steelhead are born in a river where they will spend the first 1-3 years before heading to the Great Lakes. Once in the lake they feed on baitfish and quickly double in size before returning to their spawning rivers.

Steelhead are a very popular fish amongst anglers as they put up one of the best fights! They pull hard and fast with endless endurance. They often jump multiple times making them a fun catch.

- 285 posts
- 253,106 reached
- 13,073 clicks
- 3223 Reactions

BANK SWALLOW (RIPARIA RIPARIA)

STATUS: THREATENED

Added to the Species at Risk list June 27, 2014



- A small songbird with brown upperparts, white underparts and a distinctive dark breast band. It averages 12 cm long and weighs between 10 and 18 grams
- Bank swallows eat land and water insects
- Many nests are on banks of rivers and lakes, but they are also found in active sand and gravel pits

- Largest populations are found along the Lake Erie and Lake Ontario shorelines, and the Saugeen River (which flows into Lake Huron)
- Threats include loss of breeding and foraging habitat, destruction of nesting habitat, widespread pesticide use, impacts of climate change and collision with vehicles



Ontario

4 UNDER THE RADAR INVASIVE PLANTS

Common plants that are actually invasive!



YELLOW SWEET CLOVER

3-5 feet in height, this flowering herb is found on roadsides, or in sunny shrubby areas. This resilient plant is a preferred source of pollen for bees and butterflies, often outcompeting and outshading nearby native plants.



EURASIAN WATER-MILFOIL

With feathery bunches of leaves around the stem, this milfoil is usually found in 1-3m deep water. It invades aquatic ecosystems by creating dense monocultures that deprive the water of sunlight and oxygen when it decays in the fall.



GOUTWEED

Very attractive, very aggressive groundcover growing up to 1m tall. An herb identified by the white leaf edge, though they may be solid green, and may present with white umbrel flower heads.



PURPLE LOOSESTRIFE

Clusters of purple flowers around a terminal boxy stem; found primarily in wetlands, but are resilient to most moisture levels. Millions of their lightweight seeds accelerate loosestrife invasions.

DON'T MOVE FIREWOOD

Moving firewood, even just a few kilometers away, can spread invasive species and diseases to our forests

Some invasive species that are spreading through transportation of timber:

Asian Long-Horned Beetle

Introduced in the 1990s through wooden shipping pallets. It attacks and kills a range of Hardwood trees



Emerald Ash Borer

Larvae tunnel through an ash trees vascular system; 100% mortality rate of the tree if infested



Pine Shoot Beetle

Bore under the bark of pine trees, construct a brood chamber, mate and lay eggs



Buy it locally. Burn it on site. Never bring it back home.

Something as simple as bringing your own firewood to or from your favorite campsite could threaten and destroy thousands, even millions of trees



Tree Pests & Pathogens

Beech bark disease



Begins when a scale insect makes feeding holes in the bark of a beech tree. Nectria Fungus then starts to spread on the bark, cambial layer and sapwood; resulting in raised blisters. This disease severely weakens the tree and causes the tree crown to yellow and die back. It affects mature trees more than 8 inches in diameter

Oak wilt



Oak wilt is a fungal pathogen that can spread from infected to healthy trees by their roots and kill thousands of oak trees per year. It can be transferred to beetles who feed on the bark and spread it to other trees. It can be identified by the white, grey or black fungal mats underneath the oaks bark, or premature browning and wilting of the leaves.

Hemlock Woolly Adelgid



the HWA is an aphid-like insect that forms cotton-like ovisac to protect their eggs. The insects feed on the base of the needles which causes reduced nutrient and storage cells. This results in premature needle loss, premature bud and shoot dieback, a thinner greyish-green crown and twig and branch dieback

Island Wide Garbage Cleanup



Billings Township



Junior Citizens
of the Year!

Island Wide Garbage Cleanup



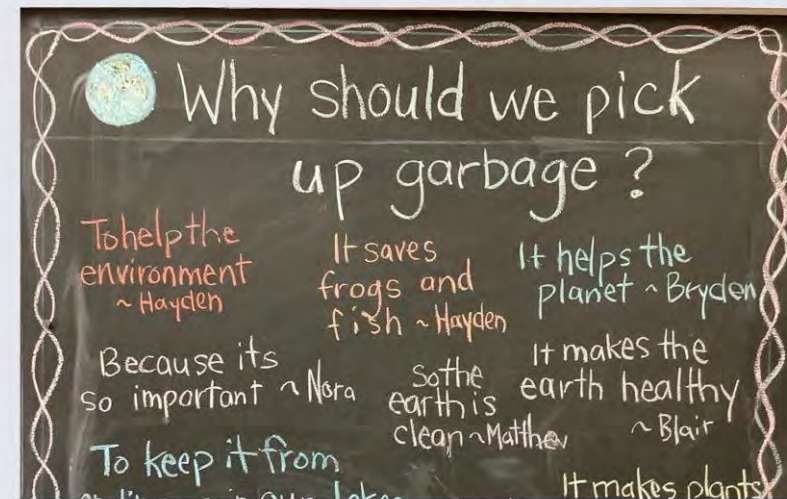
Gore Bay



C.C. McLean School



Dog poop bags left



Gore Bay Day Care

Island Wide Garbage Cleanup

Town of NEMI

Highway
garbage



Constable Ling Ramos



Island Wide Garbage Cleanup

247 people that participated 299 garbage bags removed and 73 km of roads and stream watershed cleaned up!






Community award



Garb-AGE-gap

Manitoulin Island Garbage Cleanup Event Winners!!



Community Award
Assiginack, 15 people picked up 29 bags

School Award
LCPS, picked up 53 bags

Business Award
Little Current and Sheguiandah United Church, picked up 20 bags

Garbage Cleanup Hero
The Joyce Kids, 5 days of cleanup


Garb-AGE-gap
Ava and Delmer Fields, 70 year age difference

Weirdest Garbage

- Holly Zylstra Scott, Full tank of gas
- Davin Deschenes, Tiny Santa costume
- Joyce Kids, Baler Twine

Family Draw
Wemigwans
Geerdink
Dedman

Overall Draw
Jeff Mackenzie
Willa Wilson
Tristan Cook



School award



Business award



Weirdest garbage

Garbage Cleanup hero



Kagawong River Garbage Cleanup



Manitoulin Angling/Outdoor Recreation Map



<https://arcg.is/18fjzm>

Recreational Fishing Tourism – Outdoor/Angling Trade Show

This “Angling Trade Show” would feature businesses that are involved in the fisheries sector on Manitoulin Island.

- businesses that build/sell boats
- boating equipment (down riggers, motors etc.)
- boat safety gear
- fishing gear / tackle trade
- charters on the island
- accommodations on the island
- fishing derbies on the Island
- The Fish Store
- aquaculture
- Fish Manitoulin/ Explore Manitoulin / Manitoulin Streams / Ontario Fishing Guys / Fuel the Fire TV/MNRF
- casting and fly-fishing demonstrations along the River and off the newly installed angling platform
- stream tours with outreach coordinator

Billings Township Community Energy and Emissions Plan (CEEP)

- Manitoulin Streams partnership with the Township of Billings
- Initializing nature-based solution adaptations in 5 key publicly shared areas within the community to aid in climate change resilience to support their Community Energy and Emissions Plan (CEEP)
- Provide opportunities for the public to become engage with these shared natural spaces.
 - Planting and restoring greenspace
 - Naturalized water diversion and infiltration
 - Natural infrastructure or hybrid infrastructure projects supporting biodiversity and connectivity

Objectives:

1) Continue to restore stream sites identified in our Enhancement Strategies following our Strategic Plan and help Billings adapt to climate change hazards (drought and flooding) and protect aquatic and terrestrial biodiversity.

2) Plant shade trees and shrubs from 3 ecotones (Boreal, Great Lakes/St. Lawrence/ Carolinian Forest) and a pollinator garden. Benefits:

- provides shade during heat waves;
- fire, drought and flood resistance
- helps sequester carbon
- helps absorb nutrients
- creates habitat corridors for wildlife species to prevent fragmentation and protect Species at Risk/Endangered Species by increasing critical habitat necessary for their survival.

Objectives:

3) Increase opportunities (educational signage) to provide educational information (biodiversity, climate change adaptations etc.) and resting places (benches & tables) that help connect the public with the shared natural assets in their communities through education and viewing opportunities.

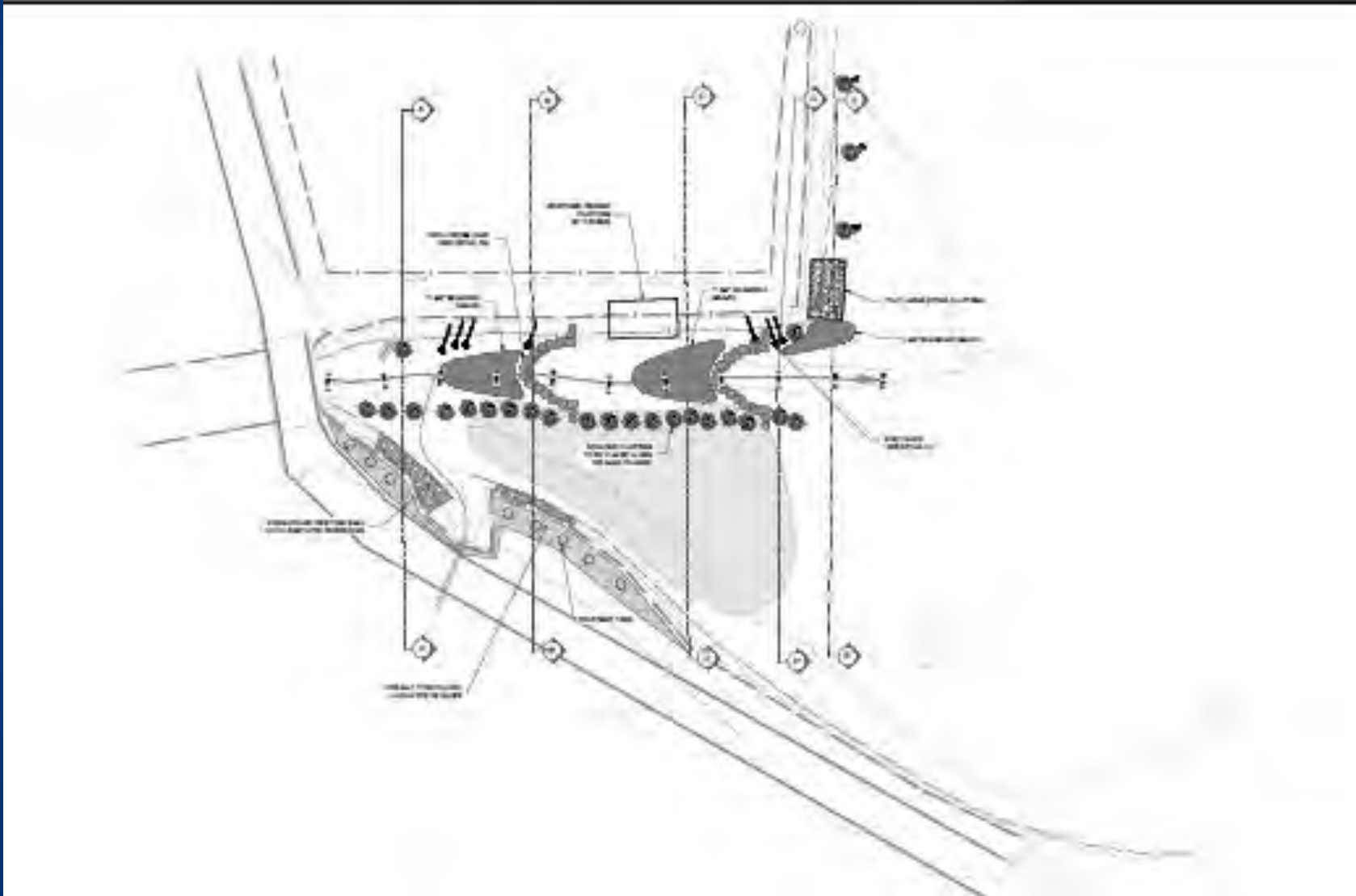
4) Provide economic stimulus opportunities by supporting small businesses, enhancing natural shared resources and increasing tourism opportunities.

5) Provide land stewardship opportunities for the public to become involved with. Benefits: helps to gain understanding and ownership in protecting and enhancing our shared natural assets.

Billings Township Community Energy and Emissions Plan (CEEP)

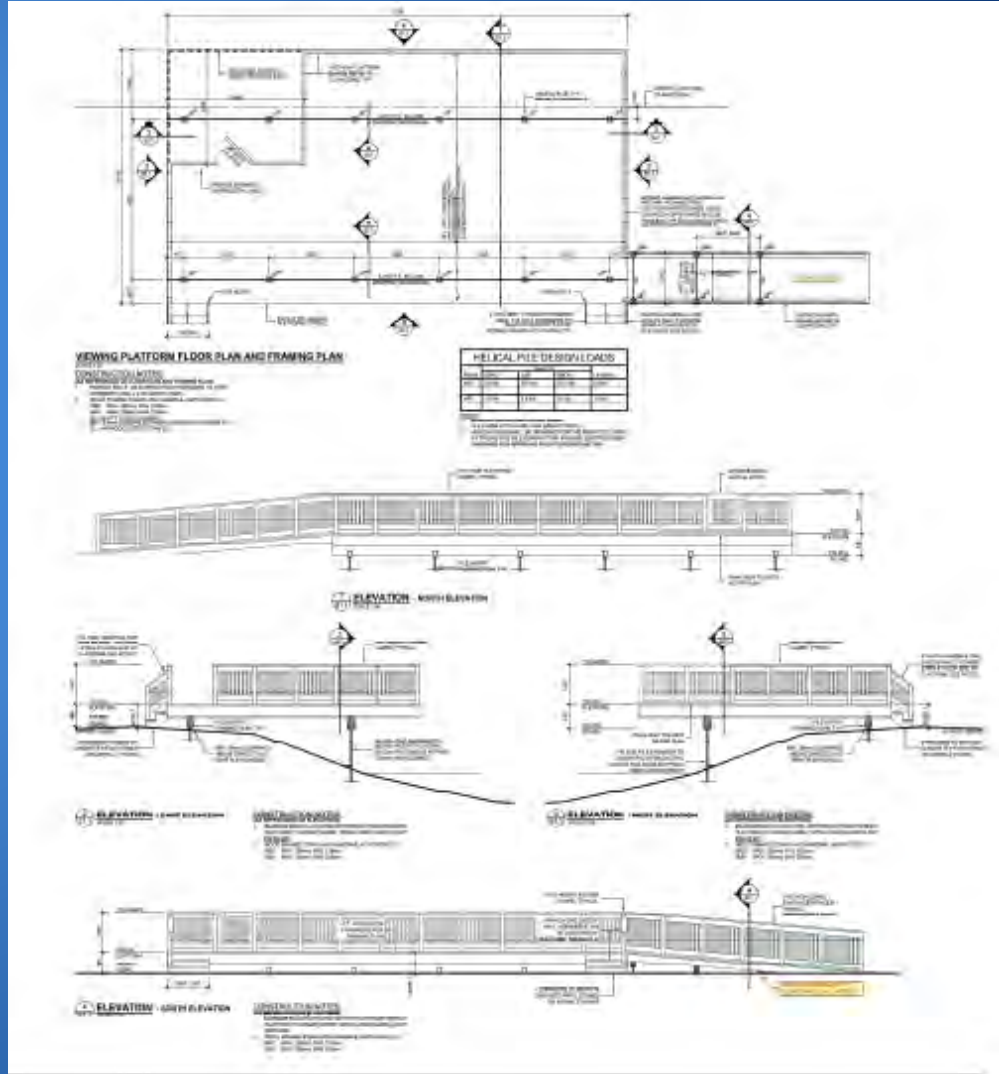
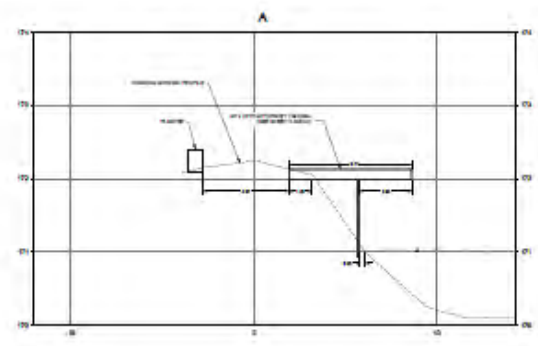
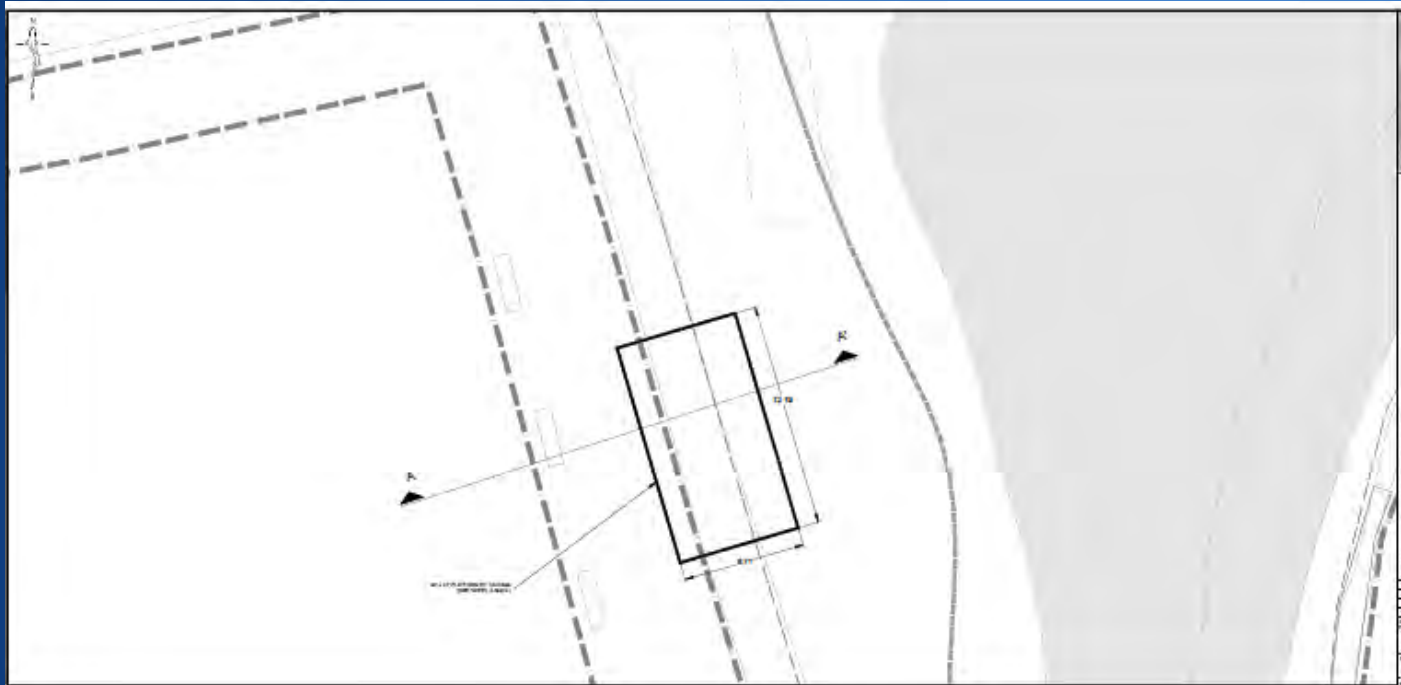
1) using bioengineering techniques to protect, adapt and enhance in-stream aquatic (2,868m²) and shoreline riparian habitat (1,089m²) at the Kagawong River Site KAG180 to protect against flood and drought hazards and improving habitat to maintain and improve biodiversity.

Kagawong Restoration Efforts – KAG180



- 250m² spawning riverstone
- 2 cross vanes
- 25 stone pile fish habitat structures
- 10 root wads
- 21m³ of vegetated riverstone
- 1 stone angling platform
- 1 accessible educational/angling platform.
- 70 shrubs soft shoreline
- 108 trees
- 230m² coir mat

Educational/Angling Platform Recreational Fishing Tourism



Educational/Angling Platform

Angling Tourism

- Educational signage ideas/Recreational Committee
 - History of the fishery/ First Nations peoples / Billings Township
 - Fish species and Salmon lifecycle
 - Invasive Species and Species at Risk
 - Aquatic invertebrates and being indicators of water quality
 - Aquatic bioengineering techniques and habitat used and why
 - Riparian restoration
 - Climate change adaptation
 - Funding signage

Educational/Angling Platform

Angling Tourism

- Learn to Fish – encouraging intergenerational or new comers to try angling.
- Fishing tackle library – donated tackle boxes with gear, rods and reels. Loaned out by library or marina.

Upland Graham Road property

Graham Road property is a municipal property being looked at to be developed for low impact activities, conservation and eco-system integrity and being adapted for future climate change hazards.

2) This would include advancing an open field (49,639m²) to function to sequester carbon, provide habitat protection services for private home owners of close proximity and reduce habitat fragmentation for wildlife species.

- Plant 300 fire and drought resistant trees { 180 fire-resistant trees (bur oak, red oak), 60 fire-adapted trees (jack pine), 60 full sunlight trees (white pine) } and connecting this location with the Kagawong River Trail with the potential to create low impact educational opportunities.

Upland Graham Road property



- Plant fire resistant trees (Bur oak, red oak, jack pine, white pine)



By planting this field it will help sequester carbon to help with climate change and meeting CEEP goals for climate change resilience and adaptation by providing a fire resistant area for home dwellers below.



- Create trail system that connects to Kagawong River Trail that tourist could hike through and potentially provide educational opportunities.

Tree planting - nursery

445
trees
planted
in 2022



Beach Waterfront Adaptation

- 3) protect waterfront public spaces (2,100m²) from flooding, erosion, nutrient loading and heatwaves by planting shade trees and flood resistant shrubs creating a soft shoreline and improving habitat corridors.

Beach Waterfront Adaptation



Shoreline erosion

Lack of shade trees

Beach Waterfront Adaptation

Lack of vegetation to provide shade for citizens in this public space. Also erosion along shoreline. Requires soft shoreline



Municipal drain to waterfront. Requires soft shoreline to absorb rainwater from drain during flooding events.



Vegetation will help sequester carbon and help absorb nutrients



Boardwalk Corridor

- 4) Create shade and heat absorbing travel corridors along the boardwalk to the hiking trails (6,043m²) by planting shade trees and shrubs.
- Create a riparian buffer at the bottom of municipal drainage into a floodplain area next to the Kagawong River. This will slow down surface runoff and increase water infiltration and absorption of potential pollutants through the use of natural vegetation.
- Create a pollinator garden to protect Biodiversity and Endangered & Species at Risk.

Boardwalk Corridor



Potential location for butterfly and pollinator garden



Shaded areas along the board walk to help with future heatwaves and sequester carbon



Increased resting areas and shade required

Beginning of transformation of shaded boardwalk area



Boardwalk Corridor



Shaded corridor along the boardwalk. Also to absorb nutrients flowing downhill



Vegetated flood zone to absorb rainwater from rain events.



Kagawong Restoration Efforts

- 5) creating shaded public areas (4,416m²) at a public dog park to help sequester carbon, reduce fragmentation, aid during heatwaves and reduce nutrients from entering our waterways.



Total Accomplishments To Date

- 12,297 linear meters
- Repaired 126,478m² aquatic in-stream habitat
- Enhanced 362,266m² riparian habitat
- Planted 59,229 trees
- Installed 6,062 meters of fencing
- 8 nose pumps
- 11 watering ramps
- 100,000 brook trout eggs stocked

- Manitoulin Streams economic stimulus for Manitoulin Island to date: \$6.3 million dollars of funding and in-kind support since 2003

- Employed 2 full time employees, 1 Invasive Species Liaison through OFAH, 1 Waterkeeper position, 1 Environmental Technician- Canada Summer Job position

Thank you!



COUNCIL REPORT

Department: Health & Safety

Date: February 28, 2023

Report Number: HS-2023-03-02

File: Health and Safety Information Report (January-February, 2023)

Attachment: Indoor Air Quality Assessment – Tulloch Engineering February 27, 2023

Recommendation:

THAT the Township of Billings Council hereby receives for information Report No. HS-2023-03-02.

Background:

Information report to Council of the Health and Safety activities that have taken place during the months of January and February 2023.

Discussion:

Joint Health and Safety Committee (JHSC)

-The JHSC held a meeting on February 7, 2023. Items discussed at the meeting included the following:

- Employee wellness information sessions and Employee Team Building luncheon.
- Installation and use of security cameras.
- Employee Wellness Survey Report
- 2023 H&S calendar
- Workplace Inspections
- Air quality testing at 15 Old Mill Road
- Snow plow incident on Hawk Road.
- Due diligence cases during 2022
- Upcoming review of Emergency Management Policy and Procedures and Accident Investigation Policy and Procedures.

Training & Awareness

- A safety training session was held with the rink volunteers on January 19, 2023.
- An employee team building Luncheon was held on January 26, 2023.
- An Accident Investigation training session was held with the JHSC representatives on February 23, 2023

WSIB

- Work is Continuing on the topical submissions for the WSIB premium rebate program.
- The H&S met with the WSPS program liaison coordinators on January to discuss the Township's status in the WSIB rebate program.



Indoor Air Quality Assessment – Township Office – 15 Mill Road

In 2022, the Township engaged in the services of Tulloch Engineering to perform an indoor air quality assessment. The attached report contains the results of the testing which indicate that all measured parameters were within the normal ranges for air quality in the office area, the mould cassette samples did not indicate any elevated levels of mould spores within the office space and no PHC odours were noted at the time of the assessment in the office space; however, the basement has been substantially sealed from the above office space during previous renovations.

Included in the report are recommendations related to some additional measures that could reduce minor intermittent odours being reported in the office area near the bathroom. Staff recommend that these recommendations be included in the building inspection and maintenance program being implemented for the Township.

Financial Impacts:

There are no financial impacts associated with this report. Implementation of the Engineer recommendations will be included in on-going building maintenance.

Respectfully Submitted By:

Arthur Moran , Health and Safety Coordinator

Reviewed By:

Emily Dance, CAO/Clerk

February 27, 2023
22-1402

Ms. Tiana Mills, Deputy Clerk
15 Old Mill Road,
Kagawong, ON
P0P 1H0

Attention: Ms. Tiana Mills

**Re: Initial Indoor Air Quality Assessment, Billings Township Office – 15 Old Mill Road
Kagawong, Ontario**

Introduction and scope

1.1 Terms of Reference

TULLOCH Engineering Inc. (TULLOCH) was retained by Ms. Tiana Mills, Deputy Clerk for the Township of Billings (Client) to provide environmental consulting services associated with potential indoor air quality concerns within the office space at the Billings Township office located at 15 Old Mill Road in Kagawong, Ontario (Site/Facility).

1.2 Background

The assessment was initiated by the Client due to staff concerns at the Site. An initial discussion, walk through, and review of concerns was conducted with personnel via email and at the Site:

After reviewing the Site concerns, and speaking with various management and worker representatives, it was determined that the primary concern is a result of possible exposure to poor air quality or mould spores within the office space. As a result of the concern, the Client requested that TULLOCH conduct a preliminary indoor air quality assessment throughout the office space.

TULLOCH had previously completed the following assessments/reports at the Site:

- “Mould Investigation and Assessment – 15 Old Mill Road, Kagawong, Ontario” completed for the Client and dated November 23, 2018 (TULLOCH project 18-1196).
 - This report recommended that the mould and water damaged building materials identified within the floor structure be abated.

1.3 Analysis and Reporting Limitations

TULLOCH was retained for the purpose of inspecting the Site to determine if the office area has poor indoor air quality. Due to the nature of the concerns, TULLOCH determined on-Site testing to be necessary to evaluate the levels of particulate, total volatile organic compounds (TVOCs), carbon monoxide, and carbon dioxide throughout the workday, in areas of concern within the office area. A Q-Trak XP Indoor Air Quality monitor (Air Quality Monitor) was used to conduct the on-Site testing.

In addition, a number of non-viable air samples were collected using a Zefon high volume diaphragm pump and non-viable Air-O-Cell spore trap cassettes (spore traps) to determine the number of mould spores per cubic meter of air (spores/m³) mould spore traps to identify any elevated levels within the space.

TULLOCH's Initial Air Quality Assessment, as presented herein, was based upon the initial Site inspection and results of the monitoring data collected over a 22.5-hour period at the Site. TULLOCH was not on Site to monitor and document conditions during the entire data collection period. Within the area of concern, TULLOCH installed the Air Quality Monitor and conducted testing over an extended period to ensure the data collected was representative of a typical workday when the building was occupied as well as when the building was not in use. TULLOCH's opinion cannot be extended to portions of the Site not specifically tested under this assignment and only pertain to the specific monitoring events.

TULLOCH's services were conducted in accordance with generally accepted engineering practices; however, no warranty is provided or implied.

1.4 Scope of Work

The Scope of this assessment is as follows:

- Perform an initial walkthrough of the Facility for indications of indoor air quality risk factors (sources of poor IAQ, processes, work areas, locations of occupants and ventilation);
- Interview [REDACTED], both from the Township of Billings, (Site Representatives) to review the Site history and potential sources that may be contributing to poor IAQ;
- With the use of an Air Quality Monitor, monitor and data-log particulate, TVOCs, carbon monoxide, and carbon dioxide levels. Non-viable spore trap samples were also collected to assess the concentration of airborne mould spores; and
- Generate and submit a letter report summarizing the IAQ investigation and assessment, results of monitoring events, and recommendations for any corrective action or additional assessments.

2. Visual Inspection

2.1 Findings

On November 23 and 24, 2022, TULLOCH attended the Site to conduct a visual inspection and general daily processes related to the operation of the Site. Site Representatives were present during the investigation and assisted TULLOCH while on Site. Subsequent data logging events were performed by TULLOCH from Wednesday, November 23, 2022, to Thursday, November 24, 2022.

Following are the findings of TULLOCH's inspection:

1. The primary concern related to the IAQ at the Site is related to respiratory issues in some occupants that are believed to dissipate when away from the Site for a prolonged period of time.
 - a. The office area was reviewed for any signs of mould growth, obvious signs of air intrusion, or new materials or products that could cause adverse effects or elevated readings during testing. At the time of our inspection visible mould growth was not observed, no signs of air intrusion with detectable odours were noted from wall or floor penetrations and no new building materials or products were noted within the office space.
2. Although not noted while on Site it was reported that there is an intermittent petroleum hydrocarbon (PHC) odour in the bathroom/kitchen area.

3. An inspection of the crawlspace below the office was completed from an exterior access hatch. It was noted that a moderate petroleum hydrocarbon odour was present but was identified as being old and weathered.

3. Environmental Measurements

TULLOCH carried out the assessment over a period of one day between November 23 and 24, 2022 and consisted of approximately 22.5 hours of data logging. The following is a summary of the sampling events including location, start and stop times and overall duration.

LOCATION	DURATION OF READING	Start Time	Stop Time
Township of Billings Office Area	22hr 35min	10.09 AM	8:44 AM

TULLOCH collected measurements using a Q-Trak Indoor Air Quality Monitor. The particulate setting was set to measure particles with diameters less than 10 micrometres (PM10), as well as TVOCs, Carbon Monoxide, Carbon Dioxide, Temperature, Dew Point and Relative Humidity. The monitor was set to log readings at 5 min intervals.

3.1 Particulate

Please refer to Table 1 below for a summary of particulate readings collected during the data logging event.

Table 1 – Particulate Summary

Location	Dust Min. mg/m ³	Dust Max. mg/m ³	Dust Average mg/m ³	Comments
Township of Billings Office Area	0.0	0.007	0.0009	NA

Health Canada's 'Indoor Air Quality in Office Buildings: A technical Guide' reports that the average particulate concentration in an office environment is 0.01 mg/m³, inhalable and in smoking areas, it can range from 0.03 to 0.1 mg/m³. The maximum particulate concentration of airborne dust recorded during the assessment was 0.007 mg/m³.

3.2 Total Volatile Organic Compounds (TVOC)

Please refer to Table 2 below for a summary of TVOC readings collected during the data logging event.

Table 2 – TVOC Summary

Location	TVOC Min. mg/m ³	TVOC Max. mg/m ³	TVOC Average mg/m ³	Comments
Township of Billings Office Area	0.09	0.31	0.103	NA

TVOC can be released from new products such as flooring, carpet and furniture made from materials such as vinyl and plastic. Other sources can include fumes from petroleum hydrocarbons. The levels of TVOC measured within the office space were within the typical range for indoor spaces.

For reference, Health Canada’s ‘Indoor Air Quality in Office Buildings: A technical Guide’ reports that workers in an office environment exposed to levels above 25 mg/m³ may experience complaints such as temporary discomfort and respiratory irritation. The maximum TVOC levels in the tested area was not in exceedance of 25 mg/m³.

During the assessment no PHC odours were observed. Plumbing pipes for the toilet and lavatory run into the crawlspace below. Any gaps around the sanitary pipes could be a source of PHC odour if the adjacent room is subjected to negative pressure event (exterior doors or windows opened).

3.3 Carbon Monoxide (CO)

Please refer to Table 3 below for a summary of CO readings collected during the data logging event.

Table 3 – Carbon Monoxide Summary

Location	CO Min. ppm	CO Max. ppm	CO Average ppm	Comments
Township of Billings Office Area	0	0.5	0	NA

CO is an odourless, colourless gas that is a by-product of combustion. The main sources in homes are smoking, fuel-burning appliances and infiltration of vehicle exhaust from nearby vehicles. Normal outdoor concentrations of CO usually vary between 0.0 and 1.0 parts per million (ppm) and the regulated TWA in Ontario is 25 ppm. However, exposure limits have also been developed by other authorities and jurisdictions, as follows:

The current United States Occupational Safety and Health Administration (OSHA) permissible exposure limit (PEL) for CO is 50 parts per million (ppm) as an 8-hour time-weighted average (TWA) concentration. The National Institute for Occupational Safety and Health (NIOSH) has established a recommended exposure limit (REL) for CO of 35 ppm as an 8-hour TWA and 200 ppm as a ceiling limit.

The American Conference of Governmental Industrial Hygienists (ACGIH) has assigned CO a TWA for a normal 8-hour workday and a 40-hour workweek of 25 ppm. Ontario Regulation 833 'Control of Exposure to Biological or Chemical Agents' (O. Reg. 833) refers to the ACGIH for exposure limits for CO.

Based on the maximum CO readings recorded over the duration of the assessment, it was determined that the recorded exposure to CO was well within acceptable limits.

The levels of carbon monoxide measured within the office space were within the typical range for indoor spaces.

3.4 Carbon Dioxide (CO₂)

Please refer to Table 4 below for a summary of CO₂ readings collected during the data logging event.

Table 4 – Carbon Dioxide Summary

Location	CO ₂ Min. ppm	CO ₂ Max. ppm	CO ₂ Average ppm	Comments
Township of Billings Office Area	259	480	313.5	NA

CO₂ is a colorless, odorless product of carbon combustion. Human metabolic processes and all combustion processes of carbon fuels, like those in cars, buses and trucks are sources of CO₂. CO₂ is a normal constituent of exhaled breath and is commonly measured as a screening tool to evaluate whether adequate volumes of fresh outdoor air are being introduced into indoor air. The outdoor level of CO₂ is usually between 300 ppm and 400 ppm. The carbon dioxide level is usually greater inside a building than outside, even in buildings with few complaints about indoor air quality. Indoor CO₂ levels greater than 1,000 ppm are often an indication of inadequate ventilation, and complaints of headaches, fatigue, and eye and throat irritation may be prevalent.

The ACGIH has assigned CO₂ a TWA for a normal 8-hour workday and a 40-hour workweek of 5,000 ppm and a short-term exposure limit / ceiling limit (STEL/C) of 30,000 ppm. Ontario Regulation 833 'Control of Exposure to Biological and Chemical Agents' (O.Reg. 833) refers to the ACGIH for exposure limits to CO₂.

The maximum concentration of CO₂ encountered during the course of TULLOCH's survey between November 23rd and 24th, 2022 ranged from 259 ppm to 480 ppm and averaged 313.5 ppm. Based on the maximum reading for the assessed area, the TWA was determined to be below the TWA of 5,000 ppm for a normal 8-hour workday and 40-hour workweek and well below the STEL/C of 30,000 ppm as prescribed by O. Reg. 833.

3.5 Temperature (°C) and Relative Humidity (RH)

Please refer to Table 5 below for a summary of temperature and relative humidity readings collected during the data logging event.

Table 5 – Temperature and Relative Humidity Summary

Location	Temp. Min. °C	Temp. Max. °C	Temp. Average °C	RH Min (%)	RH Max (%)	RH Average (%)	Comments
Township of Billings Office Area	21.4	23.1	22.07	25.8	30	27.78	NA

Temperature and relative humidity are generally comfort parameters for indoor spaces. Based on Table 3 from the American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) the recommended temperature in summer months ranges from 23-26 °C, with an optimal temperature of 24.5 °C and in the winter months ranges from 20-23.5 °C with an optimal temperature of 22.0 °C. The recorded average temperature reading of 22.07 °C is considered to be optimal within the winter months.

Based on the above referenced temperature ranges an average humidity of 50% is recommended. ASHRAE Standard 55-2013, Appendix F does not establish lower humidity limits for thermal comfort; however, relative humidity levels below 20% can cause discomfort through drying eyes and mucous membranes and skin. Winter months can experience a relative humidity range of 15-50%, which is consistent with outdoor winter conditions in Northern Ontario. When relative humidity is consistently low, which it tends to be in the winter months, it can lead to chronic dry skin, mucous membranes, and eyes. This in turn increases the probability for irritation and discomfort, with or without minor indoor air quality changes, to impact sensitive individuals in the winter months. The recorded average relative humidity level of 25.8% is considered to be low and can result in occupant discomfort.

3.6 Non-Viable Air Sampling – Spore Trap Cassettes

Methodology

Non-viable air samples were collected using a Zefon high volume diaphragm pump and non-viable Air-O-Cell spore trap cassettes to determine the concentration of mould spores per cubic meter of air (spores/m³). Prior to sampling, the pump was calibrated to a flow rate of 15 litres per minute (Lpm). Assessment samples were collected from the areas of concern for mould growth and/or spores over a period of 10 minutes.

Samples were collected by drawing air into a 37 mm cassette with adhesive coated glass cover slips. Spore quantification was made at 400x magnification with results presented as number of spores per cubic meter of air (spores/m³). Non-viable air samples were relinquished under a signed Chain of Custody to EMC Scientific Incorporated Laboratory for analysis.

EMC Scientific Incorporated Laboratory participates in the American Industrial Hygiene Association Environmental Microbiology Proficiency Testing Program.

For the purposes of assessing whether a mould growth problem exists, assessment samples are compared to reference samples. Generally, the 'fungal ecology' is considered normal when the presence and concentrations of mould species within assessment samples are similar to those present in reference samples. The 'fungal ecology' is considered problematic when a significant presence of mould species within assessment samples is not present in reference samples, or when the concentrations of mould spores within assessment samples are significantly elevated in comparison to reference samples.

To ensure protection of entrants and occupants of the building, TULLOCH has chosen to use the most stringent of the above-noted criteria in assessing mould samples from the Site. Specifically, we deem the areas of concern free from mould-related hazards if all of the following conditions are met:

- No visible mould growth is observed within the building;
- The types and concentration of mould species present in assessment samples is similar to those in reference sample (outdoor); and
- *Stachybotrys* mould spores were not detected indoors in any concentration.

Spore Trap Cassette Results

TULLOCH collected a total of two non-viable air samples from the following locations:

- Sample 34721399 was collected from the central portion of the office; and
- Sample 34721373 was collected as an outdoor reference sample for comparison with indoor airborne mould spore concentrations.

Note: Sample 34721369 was a blank sample, which was collected for quality assurance/ quality control purposes.

Sample 34721399 – The laboratory report revealed that fungal spores within the central portion of the office were consistent with the type and concentration, as well as below the levels, of those found in the outdoor reference sample. Please refer to Appendix A for a copy of the laboratory analytical report.

4. Conclusions & Recommendations

The following conclusions and recommendations are based on TULLOCH's Site inspection and subsequent data collection activities:

4.1 Conclusions

1. All measured parameters were within the normal ranges for indoor air quality in the office area.
2. The mould cassette samples did not indicate any elevated levels of mould spores within the office space.
3. No PHC odours were noted at the time of the assessment in the office space. PHC odours were noted in the crawlspace beneath the office; however, the basement has been substantially sealed from the above office space during previous renovations.

4.1 Recommendations

1. With regards to the PHC odours within the office area near the bathroom, further cleaning, sealing, and remediation of impacted soils and groundwater below the crawlspace floor slab could be performed. This could reduce minor intermittent odours being reported in the office area near the bathroom during intermittent negative pressure events. Alternatively, sanitary and plumbing pipes penetrating the floor could be investigated to determine if there are any gaps that could be sealed.
2. It is recommended that relative humidity within the office space be reviewed, and consideration given to installing a humidifier on the forced air furnace.
3. It is recommended that all HVAC and exhaust extraction systems be inspected on a yearly basis and maintained as per manufacturers recommendations.

4 Closing

We trust the above is satisfactory for your requirements at this time. Should you have any questions, concerns, or wish to discuss any aspects of this report, please call the undersigned directly at 705-257-9600, at your convenience.

Sincerely,



Nicolas Conte
Environmental Technologist
nicholas.conte@TULLOCH.ca



Tyler Moody, A.Sc.T.
Environmental Project Manager
tyler.moody@TULLOCH.ca

Enclosed: Appendix A

Statement of Qualifications and Limitations

The attached Report (the "Report") has been prepared by TULLOCH Engineering Inc. ("Consultant") for the benefit of the client in accordance with the agreement between Consultant and Client, including the scope of work detailed therein (the "Agreement").

The information, data, recommendations and conclusions contained in the Report (collectively, the "Information"):

- is subject to the scope, schedule, and other constraints and limitations in the Agreement and the qualifications contained in the Report (the "Limitations");
- represents Consultant's professional judgement in light of the Limitations and industry standards for the preparation of similar reports;
- may be based on information provided to Consultant which has not been independently verified;
- has not been updated since the date of issuance of the Report and its accuracy is limited to the time period and circumstances in which it was collected, processed, made or issued;
- must be read as a whole and sections thereof should not be read out of such context;
- was prepared for the specific purposes described in the Report and the Agreement; and
- in the case of subsurface, environmental or geotechnical conditions, may be based on limited testing and on the assumption that such conditions are uniform and not variable either geographically or over time.

Consultant shall be entitled to rely upon the accuracy and completeness of information that was provided to it and has no obligation to update such information. Consultant accepts no responsibility for any events or circumstances that may have occurred since the date on which the Report was prepared and, in the case of subsurface, environmental or geotechnical conditions, is not responsible for any variability in such conditions, geographically or over time.

Consultant agrees that the Report represents its professional judgement as described above and that the Information has been prepared for the specific purpose and use described in the Report and the Agreement, but Consultant makes no other representations, or any guarantees or warranties whatsoever, whether express or implied, with respect to the Report, the Information or any part thereof.

Without in any way limiting the generality of the foregoing, any estimates or opinions regarding probable construction costs or construction schedule provided by Consultant represent Consultant's professional judgement in light of its experience and the knowledge and information available to it at the time of preparation. Since Consultant has no control over market or economic conditions, prices for construction labour, equipment or materials or bidding procedures, Consultant, its directors, officers and employees are not able to, nor do they, make any representations, warranties or guarantees whatsoever, whether express or implied, with respect to such estimates or opinions, or their variance from actual construction costs or schedules, and accept no responsibility for any loss or damage arising therefrom or in any way related thereto. Persons relying on such estimates or opinions do so at their own risk.

Except (1) as agreed to in writing by Consultant and Client; (2) as required by-law; or (3) to the extent used by governmental reviewing agencies for the purpose of obtaining permits or approvals, the Report and the Information may be used and relied upon only by Client.

Consultant accepts no responsibility, and denies any liability whatsoever, to parties other than Client who may obtain access to the Report or the Information for any injury, loss or damage suffered by such parties arising from their use of, reliance upon, or decisions or actions based on the Report or any of the Information ("improper use of the Report"), except to the extent those parties have obtained the prior written consent of Consultant to use and rely upon the Report and the Information. Any injury, loss or damages arising from improper use of the Report shall be borne by the party making such use.

APPENDIX A

EMC Scientific Laboratory Certificate of Analysis Report

To:

Nick Conte
 Tulloch Engineering
 71 Black Road, Unit #8
 Sault Ste. Marie, Ontario
 P6B 0A3

EMC LAB REPORT NUMBER: 87771
Job/Project Name:
Job/Project No: 22-1402 **No. of Samples:** 3
Sample Type: Air-O-Cell **Date Received:** Nov 28/22
Analysis Method(s): Fungal Spore Counting
Date Analyzed: Nov 30/22 **Date Reported:** Dec 1/22
Analyst: Lalita Sarlashkar, Ph.D., *Microbiologist*
Approved By: Fajun Chen, Ph.D., *Principal Mycologist*



Client's Sample ID	34721373			34721399			34721369								
EMC Lab Sample No.	373163			373164			373165								
Sampling Date	Nov 24/22			Nov 24/22			Nov 24/22								
Description/Location	Outdoor			Offices			Blank								
Air Volume (m ³)	0.150			0.150			N/A								
Fungal Spores	raw ct.	%	spores/m ³	raw ct.	%	spores/m ³	raw ct.	%	spores/m ³	raw ct.	%	spores/m ³	raw ct.	%	spores/m ³
<i>Alternaria</i>															
<i>Arthrinium</i>															
Ascospores	18	4	120												
<i>Aspergillus/Penicillium</i> type	172	40	1147	3	14	20									
Basidiospores	15	4	100	2	9	13									
<i>Cercospora</i>															
<i>Chaetomium</i>															
<i>Cladosporium</i>	168	39	1120	10	45	67									
Colorless	45	11	300	6	27	40									
<i>Curvularia</i>															
<i>Drechslera/Bipolaris</i> group															
<i>Epicoccum</i>															
<i>Fusarium</i>															
<i>Nigrospora</i>															
<i>Oidium</i>															
<i>Pithomyces</i>															
Rusts				1	5	7									
Smuts, <i>Periconia</i> , Myxomycetes	10	2	67												
<i>Stachybotrys</i>															
<i>Ulocladium</i>															
Unidentified spores															
Number of spores/sample	428			22			0								
Fungal fragments (0-3 +)	0+			0+			0+								
Non-fungal material (0-3 +)	2+			2+			0+								
TOTAL SPORES/M³	2,853			147			No fungal spores								

- Note:
- Aspergillus/Penicillium* type spores may include those of *Acremonium*, *Paecilomyces*, *Trichoderma* and others.
 - A scale of 0 + to 3 + (indicating increasing amount) is used to rate abundance of fungal fragments and non-fungal material, with 3+ indicating the most abundance.
 - The presence of a large amount of dust debris may obscure some spores to be counted. Spore counts from samples with 3 + non-fungal material and/or 3 + fungal material may be treated as under-counts.
 - Unidentified spores are those lacking distinguishable characteristics for correct identification. Colorless are colorless spores lacking distinguishable characteristics.
 - These results are only related to the sample(s) analyzed.



COUNCIL REPORT

Department: By-Law Enforcement

Date: March 3, 2023

Report Number: BE-2023-03-03

File: By-Law Enforcement January, February Information Report

Recommendation:

THAT the Township of Billings Council hereby receives for information Report Number BE-2023-03-03

Background:

To update Council on occurrences involving By-law Enforcement for January and February 2023

Discussion:

a) Listed below are the bylaw contacts made since the start of 2023.

Type	Number of Calls	Calls to Date
By-Law Enforcement	1	1
Chicken By-Law Inquiries / Inspection	0	0
Short-term Rental Inquiries / Inspection	6	6
Recreational Trailer/Vehicles	0	0
Property Standards	0	0
Feeding Wildlife and Feral Animal	2	2
Zoning By-Law	3	3
Noise	0	0
Parking/Traffic	0	0
Other	0	0

Type	Number of Permits	Permits to Date
Short Term Accommodation Rental	0	0
Backyard Chicken License	0	0
Trailer Permit	0	0

b) The roll-out of the STAR by-law began in February, 2023 with postings being put-up onto the Township website. Staff have sent letters to property owners who had inquired about the application process and procedures are being put in place regarding the inspection process. The Township has received, one application package which is being processed while 2 others have been distributed.

c) On February 7, 2023 Council directed staff to forward a letter to the Minister of Natural Resources and Forestry requesting further action from the Ministry of Natural Resources and



Forestry regarding the wild turkey concerns in Kagawong. Staff have had no response from the Ministry at this time.

Financial Impacts

There are no financial impacts or budget implications associated with this report.

Respectfully Submitted By:

Arthur Moran, By-Law Enforcement Officer

Reviewed By:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: By-Law Enforcement

Date: March 7, 2023

Report Number: BE-2023-03-04

File: Backyard Chicken By-Law Amendment

Recommendation:

THAT the Township of Billings Council hereby approves Report Number BE-2023-03-04 AND authorizes an amendment to the Backyard Chicken By-Law to remove Section 4.4 AND FURTHER authorizes the appropriate By-Law coming forward.

Background:

On September 19, 2022 Council passed [By-Law No. 2022-29](#) being a By-Law to regulate the keeping and licensing of Backyard Chickens. The By-Law regulates the keeping of chickens in residential and shoreline residential zones as designated in the Township of Billings Comprehensive Zoning By-Law.

In general, persons wishing to raise backyard chickens in the residential zones are required to apply for a backyard chicken permit, provide suitable housing and shelter, a maximum of six backyard chickens are allowed and roosters are prohibited.

Discussion:

It has been brought to the attention of the staff that under Section 4.4 “No person shall slaughter Backyard Chickens on their Property” is inconsistent with the language included in Section 2.3 c and Section 2.3 d.

Section 2.3 c. requires all deceased backyard chicken/hens shall be disposed of promptly in a manner consistent with Ontario Regulation 106/09 Disposal of Deadstock.

Section 2.3 d Entrails and other non-used chicken/hen parts from slaughtered chicken/hens shall be disposed of in a sanitary manner that will not cause offensive conditions for neighbouring property, attract rodents or vermin or in a manner that prevents the spread of any communicable diseases that would be injurious to people, pers or other wildlife.

In review of the background information on the creation of the By-Law, it is understood that it was the intention of Council to have Section 4.4 removed. In order to provide clarity for the public, staff recommends that By-Law 2022-29 be amended to remove Section 4.4.

Financial Impacts

There are no financial impacts or budget implications associated with this report.

Respectfully Submitted By:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Project Management

Date: March 7, 2023

Report Number: MPM-2023-03-05

File: Bulk Water Solution Update (4)

Recommendation:

THAT the Township of Billings Council hereby approves Report No. MPM-2023-03-05 AND authorizes the continuation of bulk water on the lock and key system for 2023 at a rate of \$300 per user AND FURTHER that staff investigate options for a coin or card operated system for consideration for 2024.

Background:

On November 10, 2022 as a result of the safety hazard from the fire hall renovation project, access to bulk water was prohibited. Bulk water users were provided the alternative option to access water from the public works garage using a garden hose.

At the December 6, 2022 Council Meeting, Council passed [motion 2022-389](#) directing staff to move forward to provide an alternate bulk water solution with an upset limit of \$15,000 and authorized pre-budget approval for the expenditure.

Ontario Clean Water Agency (OCWA) arranged for the installation of new bulk water access at the water treatment plant. The system consists of a 2" line for high volume flow, as well as a 3/4" line for smaller quantities, and is back-flow protected.

Discussion:

On March 2, 2023, staff were notified that the installation of the bulk water system was complete. Notification was provided to the public in a news release and shared on social media.

During the demolition of the fire hall the contractor was able to recover the bulk water parts from inside the fire hall including valves, fittings, back flow preventer valve, etc that can be used for parts.

Procedurally, bulk water contracts are mailed to users in March with new keys available for pickup in May. Staff recommend this remain for 2023 to ensure all users are aware of the new location and have time to come for a new key.



Financial Impacts:

Pre-budget approval was granted on December 6, 2022 in the amount of \$15,000. The estimate given by OCWA was \$12,000. The total bulk water revenue received in 2022 was \$7,560 for 27 users at \$280 per user. As per By-law No. 2022-36 the bulk water rate for 2023 is set at \$300. Staff do not anticipate a significant increase in users therefore are estimating revenue for 2023 of \$8,100. If a shortfall is realized once the invoices are received, the remainder will be placed on the general tax rate for 2023.

Staff researched northern communities for a comparison to ensure competitiveness and fairness with bulk municipal water.

Location	Rate
Billings (bulk)	\$280 per year (unlimited)
NEMI (coin operated)	\$1.00 per approx. 0.25 cubic meter or approx.\$4.00 per cubic meter.
Thunder Bay (card)	\$4.20 per cubic meter
Greater Sudbury (card)	\$3.17 per cubic meter
North Bay (card)	\$2.75 per cubic meter

With the Township of Billings charging a flat rate with unlimited access, staff is unable to estimate an accurate cost per cubic meter. The only way to calculate accurate costs per cubic meter will be to use a card or coin operated system. The system installed at the water plant is designed to allow for the installation of a coin-operated or card type system should it be desired in the future, as parts were not immediately available and it would have delayed the installation, this option was not pursued at the time.

The 2022 bulk water contract indicated that if, for any reason, the Quick-Fill is temporarily out of order, the applicant holds Billings Township harmless, and that the applicant has no legal or financial recourse. Therefore, there is no obligation for the Township to reimburse or make other financial compensation for bulk water users due to the reduced access to fast fill bulk water.

Respectfully Submitted By:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Project Management

Date: March 07, 2023

Report Number: MPM-2023-03-06

File: Firehall Renovation Project Update (5)

Recommendation:

THAT the Township of Billings Council hereby receives for information Report No. MPM-2023-03-06.

Background:

Council chose the demolition/rebuild path for the fire hall project by resolution at the January 17th regular meeting, and By-Law No. 2023-15 approving the contract change order for demolition was passed at the February 21st meeting.

Discussion:

Demolition commenced on February 27th, and the building was done by approximately mid-day on the 28th. Clean-up of debris continued through the week. Once the demolition phase is fully completed, Quinan will mobilize the sub-contractors to begin new construction.

A discussion with Tulloch, project engineers, has resulted in a change in roofing materials from steel shingles to a high-performance fibreglass/asphalt shingle. The factors which influenced this decision include concern over sliding ice/snow, wind resistance, and product availability.

After a fruitful discussion with the fire chief, and a senior firefighter, staff have requested the project engineers consider some interior design changes. These changes will not affect mechanical systems, etc., but should ultimately make better use of the available space on the main floor. The outcome of this request is yet to be determined.

Financial Impacts:

In recent weeks, staff became aware of the possibility that the fire hall project might be eligible for some Northern Ontario Heritage Fund Corporation (NOHFC) funding through a community enhancement stream. Following a telephone conversation with the regional Northern Development Officer with the Ministry of Northern Development and Mines, staff submitted a stage one application. That application has resulted in eligibility for a stage 2 application. Funding under the "Rural Enhancement" stream covers up to 50% of eligible costs, which includes engineering and construction but does *not* include costs already incurred.

Staff will provide further details when they become available as this will also have an impact the loan application through the Infrastructure Ontario Loan Program.

Respectfully Submitted By:

Todd Gordon, MPM

Reviewed By:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Project Management

Date: March 07, 2023

Report Number: MPM-2023-03-07

File: Old Mill Rd. Waterline Project Update (2)

Attachment: Proposal Evaluation Report RFP 2022-02

Recommendation:

THAT the Township of Billings Council hereby approves Report No. MPM-2023-03-07 AND awards the Old Mill Rd. Waterline Replacement project to Denis Gratton Construction Ltd. in the amount of \$1,551,554.63 plus HST AND FURTHER authorizes the appropriate By-Law coming forward.

Background:

The Old Mill Rd. waterline project was initiated in the late summer of 2021, when application was made to the Investing in Canada Infrastructure Program (ICIP) – Green Stream. ICIP is a joint federal-provincial funding program. The Township received notice in April of 2022 that the ICIP application was successful. An engineering RFP was released in late July, EXP Services were hired as project engineers by early September, and project development/engineering has proceeded to-date.

Discussion:

The Township issued an RFP for construction, created by EXP Services, which closed on February 24th. Three firms attended the mandatory site inspection meeting (February 13th), and submitted proposals by the deadline. EXP conducted an extensive proposal evaluation process, which is outlined in the attached report.

When the technical portion of the proposal were evaluated, it was determined that R.M. Belanger Ltd. did not satisfy the minimum technical score requirement therefore did not move forward in the evaluation process.

The remaining two moved forward under the financial component.

Contractor	Total Price
MCA Contracting	\$ 1,600,819.23
Denis Gratton Construction Ltd.	\$ 1,551,554.55

As a result Exp has made the recommendation to proceed with the preparation of the Articles of Agreement with Denis Gratton Construction Ltd. for the Kagawong Old Mill Road Watermain Upgrades, Contract RFP 2023-02 for \$ 1,551,554.55 plus HST.



Staff discussed the proposals with EXP and support the recommendation as put forward.

Financial Impacts:

ICIP Green funding pays 73% of eligible project costs, with the proponents having to cover the other 23% of costs. Since this is a water capital project, the non-ICIP funded portion will have to be born by the system users – i.e., users on the Old Mill Rd. waterline. However, the municipality itself has considerable frontage on Old Mill Rd.

Once final project costs are known, Council will need to establish a Capital Cost Recovery By-law under the fees and charges provisions of section 391 of the Municipal Act.

The current cost situation summary is as follows (rounded to the \$, and exclusive of HST):

Engineering Costs To-Date	\$ 139,535.00
Construction Cost (as per Gratton Const. Bid)	\$ 1,551,555.00
Total Costs To-Date	\$ 1,691,090.00

Total Costs To-Date	\$ 1,691,090.00
ICIP Green Stream Funding	\$ 1,283,442.00
Amount to be User-Funded (Estimated)	\$ 407,648.00

Respectfully Submitted By:

Todd Gordon, MPM

Reviewed By:

Emily Dance, CAO/Clerk



Kagawong – Old Mill Road Watermain Upgrades Project

Type of Document

Report

Project Name

Kagawong Old Mill Road Watermain Upgrades Project

Project Number

SUD – 22021054-A0

Prepared By: Steven Kacan, P.Eng.

Reviewed By: Mark Langille, P.Eng.

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

Date Submitted

February 27th, 2023

1 Purpose

This report will outline the scoring process executed by EXP’s proposal review team for RFP 2023-02 for The Corporation of the Township of Billings.

The Corporation of the Township of Billings submitted RFP 2023-02 on February 3rd, 2023 and had a deadline for Proposal Submissions February 24th, 2023 at 2:00pm.

2 Scoring Criteria

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

The scoring criteria for the purpose of RFP 2023-02 will first have a technical evaluation. The technical evaluation will be scored out of 30 following the criteria shown below in Table 1.

Table 1 : Technical Scoring Criteria

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

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

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

Equation (1)

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

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

3 Proposal Scoring

Three (3) Proposals were submitted for RFP 2023-02, *MCA Contracting*, *Denis Gratton Construction Ltd.*, and *R.M. Belanger Ltd.* All three (3) proposals were submitted on time and will all receive an evaluation

3.1 Technical Score

The technical score for each proponent was carefully scored on every aspect of their proposal. The scoring for each section is shown below in Table 2.

Table 2 : Technical Proposal Evaluation

Technical Proposal Evaluation			
	<i>MCA Contracting</i>	<i>Denis Gratton Construction Ltd.</i>	<i>R.M. Belanger Ltd.</i>
Company Experience (7)	7	7	3
Project Team (2)	2	2	2
Quality Management (3)	2	2	-
Environmental Management (3)	2	2	3
Safety Management (2)	2	2	2
Project Schedule (5)	5	5	5
Tech Plan (5)	4	4	-
Financial Control (3)	2	3	-
Total	26	27	15

From Table 2 above, R.M. Belanger Ltd. did not satisfy the minimum technical score requirement and will be ineligible for financial scoring. The remaining proponents have successfully reached the 21 minimum score and are eligible for financial scoring.

3.2 Financial Score

- All contractors who were eligible for financial scoring chose to submit Bid Bond which was in accordance with the proposal requirements.
- All contractors who were eligible for financial scoring included the Agreement to Bond in their packages.
- All contractors who were eligible for financial scoring included a signed and sealed Proposal Form.
- All contractors who were eligible for financial scoring acknowledged Addenda No.1 through No. 4 in their package.

From each proponent’s Envelope 2 - Proposal Form submission, the following total prices were submitted to RFP 2023-02.

MCA Contracting - \$ 1,600,819.23*

Denis Gratton Construction Ltd. - \$ 1,551,554.55

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

Table 3 : List of Items Corrected

MCA Contracting		
	<i>Original Value</i>	<i>Corrected Value</i>
Item 17 (Part C)	\$ 42,720.80	\$ 42,270.80
Total	\$ 1,600,819.23	\$ 1,600,819.23

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

The financial score calculation will follow equation 1 above and is shown in Table 4 below.

Table 4 : Financial Score

Financial Score	
MCA Contracting	68
Denis Gratton Construction Ltd.	70

3.3 Total Score

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

Table 5 : Total Score

<u>Total Score</u>	
<i>MCA Contracting</i>	94
<i>Denis Gratton Construction Ltd.</i>	97

4 Recommendation

From Table 5 above, it is shown that *Denis Gratton Construction Ltd.* received the highest total score out of the two (2) Proposals that satisfied the technical scoring requirement.

EXP recommends the Corporation of the Township of Billings to proceed with the preparation of the Articles of Agreement with *Denis Gratton Construction Ltd.* for the Kagawong Old Mill Road Watermain Upgrades, Contract RFP 2023-02 for the value of **One Million Five-Hundred Fifty-One Thousand Five-Hundred and Fifty Four.....55/100 (\$ 1,551,554.55) (Excl. HST).**

Should you have any questions, please do not hesitate to contact our office.

Sincerely,
exp Services Inc.



Steven Kacan, P.Eng.
Civil Engineer, Infrastructure



COUNCIL REPORT

Department: Clerk

Date: March 7, 2023

Report Number CLK-2023-03-05

File: Ontario Clean Water Agency Operational Plan

Attachment: Operational Plan (link) and Endorsement Form

Staff Recommendation:

THAT the Township of Billings Council hereby approves Report CLK-2023-03-05 AND supports the overall goal of OCWA and the Township of Billings to provide safe cost-effective drinking water through sustained cooperation AND FURTHER commits and endorses the Kagawong Drinking Water System Operational Plan AND FURTHER directs the Mayor and CAO/Clerk to sign the required documentation on behalf of the Township of Billings.

Background:

[Ontario's Drinking Water Quality Management Standard](#) (DWQMS) sets out a framework for the operating authority (Ontario Clean Water Agency) and the owner (Township of Billings) of a drinking water system to develop a Quality Management System that is relevant and appropriate for the system.

The DWQMS contains elements of both the ISO 9001 standard with respect to management systems and the hazard analysis and critical control points (HACCP) standard with respect to product safety. The DWQMS also incorporates the HACCP approach to risk assessment and reflects the multi-barrier approach for drinking water safety.

The DWQMS approach emphasizes the importance of:

- a proactive and preventative approach to management strategies that identify and manage risks to public health
- establishing and documenting management procedures
- clearly identifying roles and responsibilities
- continual improvement of your management system

Discussion:

The [linked Operation Plan](#) for the Kagawong Drinking Water System defines and documents the Quality & Environmental Management System for the Kagawong Water Treatment Facility & Distribution System operated by the Ontario Clean Water Agency (OCWA). It is a requirement that the owner and the operating authority endorse the Operational Plan and all of its elements. This requirement can be found in the Operational Plan under section OP-03.

The request for a re-endorsement of the plan is required following the municipal election. Staff recommends that Council supports the overall goal of OCWA and the Township of Billings to



provide safe cost-effective drinking water through sustained cooperation and commits and endorses the Kagawong Drinking Water System Operational Plan as presented and authorizes the Mayor and CAO/Clerk to sign the required documentation on behalf of the Township of Billings.

Alignment with the Strategic Plan:

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

Financial Impacts:

There are no financial impacts associated with this report.

Respectfully Submitted by:

Tiana Mills, Deputy Clerk

Reviewed By:

Emily Dance, CAO/Clerk



OPERATIONAL PLAN

Kagawong Drinking Water System

QEMS Doc: OP-03A
Rev Date: 15-Feb-23
Rev No: 2
Pages: 1 of 2


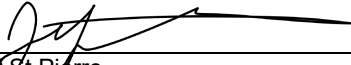
SIGNED COMMITMENT AND ENDORSEMENT

This Operational Plan sets out the framework for OCWA' Quality & Environmental Management System (QEMS) that is specific and relevant to your drinking water system(s) and supports the overall goal of OCWA and *The Corporation of the Township of Billings* (owner) to provide safe, cost-effective drinking water through sustained cooperation. OCWA will be responsible for developing, implementing, maintaining and continually improving its QEMS with respect to the operation and maintenance of the *Kagawong Water Treatment Facility & Distribution System* and will do so in a manner that ensures compliance with applicable legislative and regulatory requirements.

Through the endorsement of this Operational Plan, the owner commits to work with OCWA to facilitate this goal.

OCWA Top Management Endorsement

Owner Endorsement

 <hr/> Keith Stringer General Manager	Date		<hr/> Bryan Barker Mayor	Date
 <hr/> Jeff St. Pierre Northwestern Regional Hub Manager	Date	2/17/2023	<hr/> Emily Dance CAO/Clerk	Date

The endorsement above is based on the Operational Plan that was current as of the revision date of this document (OP-03A).

Revision History

Date	Revision #	Reason for Revision
24-Feb-17	0	New endorsement sought. OCWA: Jeff St.Pierre – NWO Regional Manager & Keith Stringer – Sr. Ops. Manager. OWNER: Austin Hunt – Mayor & Kathy McDonald – Clerk/Treasurer.
03-Jan-19	1	Major revisions to the operational plan and new mayor. OCWA: Jeff St.Pierre – NWO Regional Manager & Keith Stringer – Sr. Ops. Manager. OWNER: Ian Anderson – Mayor & Kathy McDonald – Clerk/Treasurer.
15-Feb-23	2	New owner endorsements were needed due to trigger – municipal elections.



Ontario Clean Water Agency

OPERATIONAL PLAN
Kagawong Drinking Water System

QEMS Doc: OP-03A
Rev Date: 15-Feb-23
Rev No: 2
Pages: 2 of 2

SIGNED COMMITMENT AND ENDORSEMENT





COUNCIL REPORT

Department: Clerk

Date: March 7, 2023

Report Number CLK-2023-03-06

File: Delegation of Authority to Issue Licenses (STAR, Trailer, Backyards Chicken)

Staff Recommendation:

THAT the Township of Billings Council hereby approves Report CLK-2023-03-06 AND designates the Chief Administrative Officer as the "License Issuer" for Short Term Accommodation Licences AND delegates the Clerk with the authority to issue Trailer Permits and Backyard Chicken Licenses AND FURTHER authorizes the appropriate amending By-Laws coming forward.

Background:

Section 23.1 (1) of the Municipal Act, 2001, S.O. 2001 c. 25 as amended, authorize a municipality to delegate its powers and duties subject to certain restrictions. Certain routine administrative and legislative powers of a minor nature that would contribute to efficient management of the municipality while still adhering to the principles of accountability and transparency are typically designated to staff.

Discussion:

Short Term Accommodation Rental By-Law (STAR)

On November 1, 2022 Council passed [By-Law No. 2022-49](#) being a By-Law to Regulate Short Term Accommodation Rentals within Billings Township. Section 1.22 defines the License Issuer as "the employee who have delegated authority by Council as the Person(s) responsible for issuing a License", further Section 4 outlines the requirements for License Issuer must following in order to issue the STAR License.

Staff is recommending that Council designate the Chief Administrative Officer as the "License Issuer" to provide clarity, improve customer service response time and deliver a streamlined approach to licence issuance.

The By-Law also includes a "License Appeal Committee" (Section 8) that an applicant can request a hearing if the License Issuer refuses, revokes or suspends a Licence. The Committee consists of the Mayor, Chief Administrative Officer and a member of the Public. Recruitment for the member of the public to sit on the License Appeal Committee will be advertised mid March.

Recommended Amendments

2.16 Council shall hereby delegate authority to the authority the Chief Administrative Officer as the "License Issuer" provided all regulations and requirements of this by-law are met.



2.17 If at any time, the License Issuer determines as a result of evidence that is provided, that the operation of a STAR does not confirm to the requirements of this by-law, they may suspend or revoke the permit.

Schedule 'A'-

For Office Use Only - Remove Date reviewed by Council Replace with Date reviewed by License Issuer Remove Mayor Signature with License Issuer,
General - Modify attachment requirements and information gathering for compliance under the *Municipal Freedom of Information and Protection of Privacy Act*. (MFIPPA)

Trailer By-Law

On December 7, 2021 Council passed [By-Law No. 2021-48](#) being a By-Law to Regulate the Use of Recreational Trailers/Vehicles Outside of Tent and Trailer Parks. The Trailer By-Law permit includes a "Township Authorized Signature" to issue the permit. In order to create improved accountability and transparency, and to deliver a streamlined approach to permit issuance, staff is recommending the CAO/Clerk be delegated as the Township Authorized signatory with the authority to issue trailer permits

Recommended Amendments

1.0 "Clerk" means the Clerk of the Corporation of the Township of Billings or their designate.

2.15. Council shall hereby delegate authority to the Clerk to approve applications for a Trailer Permit provided all regulations and requirements of this by-law are met.

2.16 If at any time, the Clerk determines as a result of evidence that is provided, that the use of Trailer/Vehicle does not confirm to the requirements of this by-law, the permit may be suspend or revoked.

Backyard Chicken By-Law

On September 19, 2022 Council passed [By-Law No. 2022-29](#) being a By-Law to Regulate the Keeping and Licensing of Backyard Chickens. The Backyard Chicken Permit includes a "Township Representative" to issue the permit. In order to create improved accountability and transparency, and to deliver a streamlined approach to permit issuance, staff is recommending the CAO/Clerk be delegated as the Township Representative with the authority to backyard chicken permits.

Recommended Amendments

2.5 Council shall hereby delegate authority to the Clerk to approve applications for Backyard Chicken permits provided all regulations and requirements of this by-law are met.

2.6 If at any time, the Clerk determines as a result of evidence that is provided, that the operation of a chicken coop does not confirm to the requirements of this By-law, the permit may be suspend or revoked.

Financial Impacts:



There are no financial impacts associated with this report.

Respectfully Submitted by:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Chief Administrative Officer

Date: March 7, 2023

Report Number: CAO-2023-03-08

File: Strategic Plan

Attachment: Appendix 'A' Strategic Plan Commitment of Priorities, 2023

Recommendation:

THAT the Township of Billings Council hereby approves Report CAO-2023-03-08 AND confirms support of the Strategic Plan Actions items as contained in the attached Appendix 'A' AND FURTHER directs staff to include a section "Alignment to Strategic Plan" in Council reports to ensure the Strategic Plan priorities are considered in the decision making process.

Background:

The Strategic Plan for the Township of Billings was approved by Council in 2018 covering the years of 2018-2022. At the January 17, 2023 Council meeting staff was directed to schedule a Strategic Plan working session to assess the Strategic Plan and further requested that \$30,000 be included for a new Strategic Plan during the 2023 Budget deliberations to engage with a consultant for a new strategic plan.

At the February 21, 2023 Committee of the Whole meeting, a working session was held where members participated in a strategic planning session to review the current strategic plan and make recommendations to guide the work of the municipality in the short-term until a fulsome review of the Strategic Plan is performed.

Discussion:

Attached is Appendix 'A' Strategic Plan Commitment of Priorities, 2023 that notes the priorities from the 2018-2022 Strategic Plan and outlines the 2023 commitments recommended by the Committee of the Whole.

In addition, to ensure the priorities and actions items of the strategic plan are considered in decision making, staff is recommending that all staff reports include a section "Alignment to Strategic Plan" that will ensure Strategic Plan priorities are considered in decision making.

Financial Impacts

Financial impacts when applicable will be brought forward to 2023 Budget deliberations.

Respectfully Submitted By:

Emily Dance, CAO/Clerk

Appendix 'A' Strategic Plan Commitment of Priorities, 2023

No	Priority	2023 Commitment
1	Continue to develop and implement long-term roads maintenance and improvement.	In 2019 Council passed By-law No. 2019-24 establishing an asset management policy that provides a set of guidelines for implementing consistent asset management. Following in 2021 Council passed an asset management plan, asset management will remain a priority for Council. A Greenhouse gas emission inventory was completed in 2020 as part of milestone 1 of the Partners in Climate Protection program within the CEEP then in 2021 the inventory was updated and modelling completed, this will remain a priority for Council.
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.	A facility assessment summary was completed in 2018. This document will be used for decision making and remains relevant with adjustments needed for the approximate replacement costs. An internal staff inspection to be completed on the municipal buildings and a list of recommended maintenance and improvements will be brought forward.
3	Study and implement solutions to improve access to public washrooms facilities in the Hamlet of Kagawong.	The short-term solution of portable washrooms has been implemented since 2018. The longer-term solution proposed is during Ph II of the waterfront development project. During Ph I a concept washroom facility was designed and the septic system installed during Ph I. This will remain a priority contingent on when funding becomes available.
4	Continue with the waterfront development project as per the Waterfront Master Plan Study and the project intent as outlined in the funding applications currently before FEDNOR and NOHFC.	Ph I of the waterfront development has been completed with grant funding. This will remain a priority contingent on when funding becomes available.
5	Continue to improve municipal waste site efficiency including waste diversion and recycling.	Municipal waste site efficiency including waste diversion will remain a priority.
6	Improve the 'visitor' waste management situation (i.e., access to waste and recycling bins/receptacles).	This initiative has been completed and the waste and recycling bins are will remain part of on-going operations.
7	Continue to ensure the most efficient and effective operation of the municipal water treatment and distribution system for the Hamlet of Kagawong.	The Township of Billings adopted a water system financial plan in 2020. The Township retains the services of the Ontario Clean Water Agency (OCWA) to operate the facility. The Old Mill Road Waterline project is in progress with the tender for construction scheduled to come to Council in March 2023. Municipal water treatment and its infrastructure maintenance and replacement as a whole remain a priority.
8	Develop and implement a 'community/economic development study' for the township, with a dedicated hamlet component.	This was placed on hold and will not move forward in 2023, re-consideration to be addressed during the new Strategic Plan discussions.
9	Use the results of the community/economic development study to guide community and economic development activity.	This was placed on hold and will not move forward in 2023, re-consideration can be addressed during the new Strategic Plan discussions. The Parks Recreation and Wellness Committee will continue to support various community and economic development activities, family friendly events and activities.

10	Resolve the Bridal Veil Falls and upper village parking and traffic safety issues.	Traffic and safety issues at Bridal Veil Falls has been on-going with safety mitigation measures implemented. On-going communications and safety measures with the OPP, MTO, Mayor and staff will continue.
11	Address the overall promotion/signage (points of interest, business, events) challenge for the Hamlet of Kagawong (upper and lower).	Main Street revitalization project was implemented and additional signage was placed. On-going signage review will remain as a priority.
12	Support the 'Island-Wide Sustainable Tourism Development' initiative of the MTA as part of a comprehensive and longer-term Township of Billings marketing and promotion campaign.	In 2022 Council supported economic development objectives be promoted by staff and in collaboration with the Western Manitoulin Economic Development Committee, this will remain a priority for 2023.
13	Determine the desirability and feasibility of maintaining an Economic Development Officer or similar municipal position beyond the current, FEDNOR-funded contract.	Economic Development is being supported by the CAO/Clerk and the Municipal Project Manager. Initiatives will be brought forward during 2023 budget deliberations.
14	Engage in the joint-municipality/Re-Think Green 'preparation for municipal energy planning' initiative.	CEEP plan has been adopted.
15	Use the results (knowledge, tools, services) from the municipal energy planning initiative to facilitate the creation of a municipal energy plan.	CEEP plan has been adopted. The Climate Action Committee reviews and provides recommendations to Council as outlined in the CEEP. This will continue with the committee and remain a priority for council.
16	Use the results of the energy planning initiative, and appropriate funding, to measure and implement GHG emissions reduction.	CEEP plan has been adopted. The Climate Action Committee reviews and provides recommendations to Council as outlined in the CEEP. This will continue with the committee and remain a priority for council.
17	Assess the feasibility of community composting	CEEP plan has been adopted. The Climate Action Committee reviews and provides recommendations to Council as outlined in the CEEP. This will continue with the committee and remain a priority for council.
18	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.	Rebuilding for a new website will remain a priority and grant funding will be pursued.
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.	The Committees have been established for the 2022-2026 term, organizational effectiveness and communications will remain on-going.
20	Address organizational human resource and workload concerns.	Human resource and workload concerns will continue to be monitored and will be dependent on priorities and objectives of Council. A review of the benefit package offered to staff to be a priority. As per the Employment Salary Range By-Law a review of salary grid will come forward in the second year of each term of Council (2024)



COUNCIL REPORT

Department: Chief Administrative Officer

Date: March 7, 2023

Report Number: CAO-2023-03-09

File: Climate Action Committee – Terms of Reference – 2023 Priorities

Attachment: DRAFT February 15 2023 Climate Action Committee Meeting Minutes

Recommendation:

THAT the Township of Billings Council hereby approves Report CAO-2023-03-09 AND approves amending the Climate Action Committee Terms of Reference and 2023 priorities as recommended by the Climate Action Committee AND FURTHER authorizes the appropriate By-Law coming forward.

Background:

Terms of Reference

[The Township of Billings Climate Action Committee Terms of Reference](#) (TOR) was passed by Council in 2020. The TOR for the Committee focused on the [Community Energy and Emissions Plan \(CEEP\)](#) and includes information on the role of the Committee, the structure, how members are appointed, code of conduct, meeting management and procedures.

Priority Setting

Section 5 of the CEEP -Plan Implementation of the Community Energy and Emission Plan explains that the plan presents an inspiring but challenging list of actions to make significant progress against climate change in our municipality. The sheer length of the document and the depth of detail can make it seem daunting, as climate change is certainly the most wide-ranging crisis of this century. One of the main challenges in implementing this plan is finding and allocating the resources (human and financial) to undertake the actions.

Discussion:

Terms of Reference

At the February 15, 2023 Climate Action Committee (CAC), the Committee discussed the Terms of Reference. Since 2020, there have been changes that have impacted the Terms of Reference of the CEEP plan moving forward, including an unfilled vacancy for a Climate Change Implementation Coordinator, and the withdrawal of the collaboration with the Municipality of Central Manitoulin. As a result, the CAC has made the following recommendations to amend the Terms of Reference for the CAC as follows:

1.CONTEXT

Removal of the following: “The municipality will be hiring a Climate Change Implementation Coordinator (CCIC), in conjunction with the Municipality of Central Manitoulin, to assist both municipalities in implementing actions under the CEEP”



Addition of the following: “The municipality will from time to time hire on a contract basis a Climate Change Implementation Coordinator (CCIC) to assist with moving forward priorities of the CEEP.”

2.ROLE OF THE COMMITTEE

Remove reference to the Climate Change Implementation Coordinator and replace with Township of Billings Staff.

3.COMMITTEE STRUCTURE

Replace “Standing Committee” with “Advisory Committee,” remove (iii) non-voting high school student and replace reference to the Climate Change Implementation Coordinator and replace with Township of Billings Staff.

6. AGENDAS AND MINUTES

Replace reference to the Climate Change Implementation Coordinator with Township of Billings Staff. Replace the agendas will be prepared by Township of Billings staff opposed to the Chair.

8. MEETING TIMES AND PROCEDURES

Include that the Committee shall meet monthly at the Kagawong Park Centre or other municipal building or virtually if required.

Priority Setting

At the CAC meeting, the Committee reviewed the [CEEP](#) priorities and came up with priority actions that are manageable and have considered resources and staff capacity to accomplish the priorities. Below is the recommended list of priorities:

- 1.N1Ø1 – Promote, educate and incentivize the adoption of climate friendly practices in the agricultural, forestry and sustainable tourism sectors. The CAC suggested hosting two events one for Earth day event and one during waste reduction week. Township Staff can assist in moving forward the blog and create a communication plan to create awareness, a budget of approx. \$500 per event will be requested to host the events.
2. N102 – Create the municipal organizational structure to support. N1Ø1 and. N1Ø2. It was suggested that a member of the CAC could attend various Committee meetings to ensure the projects are looked through a green lens. During local events including the market, promotional material could be available. It was also suggested that when programs or projects are being considered by Council that a statement on how the project is aligned with the CEEP plan.
3. WØ1 Re-institute an in-home composting support program- Partial financial contribution to the composting program and; Promotion – communication through website, social media with other waste management information. Staff will investigate options for implementation.
4. BØ1 - Conduct energy auditing, grant/incentive application support, educational and financing programs – Staff will investigate options for implementation.



5. N301- Participate in community-based project N301: Create a Natural Asset Inventory and per O Reg. 588/17 develop a Natural Asset Management Plan (NAMP) and integrate it into the corporate Asset Management Plan (AMP) by the regulatory deadline of July 1, 2023 – Staff will investigate options for implementation.

6. W03 - Create local circular economy opportunities – organize reuse and repurposing events, repair seminars and eventually consider a permanent tool share library and reuse centre

7. N302 - Increase tree cover and protection – Manitoulin Streams and Township of Billings have made a joint grant application for the planting of trees.

Financial Impacts

Financial impacts will be brought forward to 2023 Budget deliberations.

Respectfully Submitted By:

Emily Dance, CAO/Clerk

Manitoulin Island Cycling Advocates (MICA)
PO Box 292
Mindemoya ON
POP1S0
705 377 4471

March 2, 2023

Municipalities of Manitoulin Island;

Letter of Acknowledgment request

June 3 & 4, 2023 will be the **11th Annual Manitoulin Passage Ride**.

Commencing in South Baymouth and proceeding through the Townships of Tehkummah, Central Manitoulin, Billings, NEMI, Assignack, Sheguiandah and M'Chigeeng First Nation.

Please find more information on our website www.manitoulincycling.com

At the time of this letter 185 riders are already signed up for this weekend event and we are expecting about 250 riders to attend this popular ride.

This event is insured through our Insurance provider with the required \$5,000,000 coverage. MICA will include your municipality details on our insurance for your protection during this event, thus protecting the Township from liability.

MICA is requesting that you provide us with a **Letter of Acknowledgment** for this event and return it to us as soon as possible.

If more information is required please feel free to call 705 377 4471

Thank You

Guy Nielen

MICA

FONOM

Executive Award

Call for Nominations

Nominations are now being accepted from municipalities and individuals in Northeastern Ontario for the FONOM Executive Award to be presented at the upcoming Virtual FONOM Conference, hosted by the Town of Parry Sound.

Following is a description of the purpose of the award and eligibility requirements.

Purpose

The purpose of this award is to honour an individual member of FONOM who has contributed in a special and meaningful way toward the enrichment and betterment of the lives of the residents of Northeastern Ontario and who has exerted tireless efforts over a period of years in promoting the objectives of FONOM regionally and provincially.

Who is eligible? To qualify for the Executive Award, recipients must have served in an elected office in one of the municipalities within the FONOM membership district.

When are the awards presented?

The award is presented concurrent with the annual FONOM Conference. The recipient and their nominator will be notified in advance of the awards ceremony.

When is the deadline for nominations?

Any person or organization can nominate an individual by completing the following nomination form and sending the signed form to the address below, no later than **April 7th, 2023**.

Previous recipients of the FONOM Executive Award are:

1997 Joe Mavrinac, Kirkland Lake
1998 John Hodder, Manitoulin
1999 Marcel Noel, West Nipissing
2000 Fred Poulin, Smooth Rock Falls
2001 Vic Power, City of Timmins
2002 Austin Hunt, Manitoulin
2003 Jim Gordon, Sudbury
2004 Richard Adams, Parry Sound
2005 Phyllis Floyd, Former Executive Director, Sudbury
2006 Henry (Chick) Goertzen, Township of Laird
2008 Ellwood McKinnon, Township of Johnson
2009 George Farkouh, City of Elliot Lake
2010 John Rowswell, Sault Ste. Marie
2011 Michael "J.J." Doody, Timmins
2012 Frank Gillis, Espanola
2013 Austin Hunt, Billings
2014 Stephen Butland, Sault Ste. Marie
2015 Vyrn Peterson, Blind River
2016 Tom Laughren, Timmins
2017 Alan Spacek, Kapuskasing
2018 Jamie McGarvey, Parry Sound
2019 Mac Bain, North Bay
2020 Merrill Bond, Charlton and Dack
2021 Georges Bilodeau, Huron Shores
2022 Lynn Watson, Macdonald, Meredith and Aberdeen Additional

Need more information?

Further information and nomination forms may be obtained from:

Federation of Northern Ontario Municipalities

Mail:

FONOM

615 Hardy Street

North Bay, Ontario P1B 8S2

Email:

fonom.info@gmail.com

Nominations must be submitted by April 7th so please submit your nomination forms as soon as possible. Thank you!

FONOM Executive Award Nomination Form

Personal information on this form is collected under the Federal Personal Information Protection and Electronic Documents Act (PIPEDA). Some of the information may constitute personal information. By filling out this form you agree that all personal information provided by you on the form may be collected, used and disclosed by FONOM for purpose of determining eligibility and notifying recipients of the FONOM Executive Award.

PLEASE TYPE OR PRINT CLEARLY AND COMPLETE IN FULL.

Individual Being Nominated

Title	First Name	Last Name
Name of Organization	Position	
Address		
City/Town	Province	Postal Code
Telephone No. (9:00am – 5:00pm)	Fax No.	Email Address

Nomination Submitted By:

Title	First Name	Last Name
Name of Organization	Position	
Address		
City/Town	Province	Postal Code
Telephone No. (9:00am – 5:00pm)	Fax No.	Email Address

Is nominee aware of this nomination Yes No

Signature of Nominator

Date

In addition to completing the form, please see the following page for additional material to be included in your submission.

Please provide a brief description of your nominee's activities and the contribution he or she has made. Please note that the selection of award recipients is based solely on information provided in the nomination package. It is therefore important that all materials in the package be complete.

Please include the following in your submission:

1. Description of achievement:

- a) Describe the achievement in detail, including any background or historical information related to the achievement.
- b) Describe what made this an outstanding achievement for your nominee, including any extraordinary circumstances or challenges the nominee faced.
- c) Describe how this achievement has touched the lives of others or the life of the person being nominated.
- d) Indicate how long you have known the nominee.
- e) Indicate the timeframe that this achievement took place.

2. Two Written Testimonials

Testimonials should be current and from persons who can attest to the value and impact of the achievements of the nominee.

3. Additional Material (optional)

List any additional material provided to support this nomination. For example, additional testimonial letters, publications, media stories, etc.

NOTE: Please do not send originals of important or official documents, as they will not be returned.

Please submit signed nomination form and supporting materials to:

Mail:

FONOM

615 Hardy Street

North Bay, Ontario P1B 8S2

Email: fonom.info@gmail.com

DEADLINE Completed forms must be received by April 7th.



February 17, 2023

FONOM joins with Police Departments and Association to discuss Catch and Release

Members of the Federation of Northern Ontario Municipalities (FONOM) Board met with the Sault Ste. Marie Police Services Board Chair, Sault Ste. Marie Police Service, Timmins Police Service, and the North Bay Police Association, to discuss the negative impacts Federal Bill C75 is having on communities across Ontario.

During a FONOM Board meeting in July 2022, Sault Ste. Marie's Police Chief Hugh Stevenson, shared the current catch-and-release procedures. At the meeting, FONOM membership committed to create a Northern Task Force to focus on the issue. The Task Force will consist of three FONOM board members, two municipal police chiefs, and an OPP service board member. The first meeting of the task force was held in Sault Ste Marie on Wednesday, February 16th, 2023. See below for a list of attendees.

"Citizens of Northern Ontario are angry. People that break into our homes and traumatize law-abiding citizens are arrested by police, then released the same day, some of them, committing another crime later that day," said FONOM President Danny Whalen. *"The lack of movement to examine the legislation four years after implantation is unacceptable and we will continue to bring a northern voice to decision makers."*

Moving forward, FONOM will work to increase participation from northern police services such as the Nishnawbe Aski Police Service, other northern Police Association representatives and government officials. The task force is communicating with the Attorney General's and Solicitor General's officers to participate in ongoing discussions around catch and release.

During the meeting Chief Stevenson, an Ontario Association of Chiefs of Police (OACP) Board Member, shared with the FONOM four recommended amendments for Bill C-75.

1. Create a designation of a chronic persistent offender,
2. Allow community impact statements at bail and at bail hearings,
3. Creating reverse onus in bail for all firearm offences, and
4. Ensure bail-related firearm charges go to the superior court for bail hearing.

"Violent crime up 80% in last five years in our community," stated Sault Ste Marie Police Chief Hugh Stevenson, *"cyclical issues continue to cost municipalities, in staffing and financial resources for EMS, Police, Fire, Court and Correction services for these violent incidents."*

The next Taskforce meeting will be held in Timmins on April 12th, ahead of the OACP Zone 1A meeting. Chief Stevenson has agreed to participate in a panel discussion on Catch and Release during the May FONOM Conference in Parry Sound.

FONOM is an association of some 110 districts/municipalities/cities/towns in Northeastern Ontario mandated to work for the betterment of municipal government in Northern Ontario and strive for improved legislation respecting local government in the North. It is a membership-based association drawing members from Northeastern Ontario and is governed by an 11-member board.

FONOM

Federation of Northern Ontario Municipalities

Participants at the February 15th Catch n Release Task Force meeting.

John Bruno – Sault Ste. Marie Police Services Board Chair

Chief Hugh Stevenson, M.O.M., Ed.D. – Sault Ste. Marie Police Service

Deputy Chief Robert MacLachlan – Sault Ste. Marie Police Service

Chief Daniel Foy – Timmins Police Service

Inspector Darren Dinel – Timmins Police Service

Sgt. Darcy Wall – North Bay Police Services Association - 2nd Vice President

Sandra Hollingsworth – SSM City Council Ward 1

Lynn Watson – Mayor Echo Bay

John Curly – Timmins Councillor

Danny Whalen – Temiskaming Shores Councillor – FONOM President

Mac Bain – FONOM, Executive Director

Lincoln Louttit – Sault Ste Marie Police Service, Manager - Corporate Communications, Planning & Research

Tiana Mills

To: Emily Dance
Subject: RE: REGISTRATION NOW OPEN: AC 2023

From: FCM Events <events@fcm.ca>
Sent: February 21, 2023 2:12 PM
To: Emily Dance <edance@billingstwp.ca>
Subject: REGISTRATION NOW OPEN: AC 2023

[View email in browser](#)



February 21, 2023



Registration for FCM's 2023 Annual Conference and Trade Show is now open

This is the moment you've been waiting for: **registration for FCM's 2023 Annual Conference and Trade Show is now open.**

This May 25-28, join over 1,000 elected officials and FCM partners in the heart of Toronto for *Local action, national results*, FCM's 2023 Annual Conference and Trade Show and the largest pan-Canadian gathering of municipal leaders.

Through our thoughtfully curated activities and programming, AC 2023 will help you foster connections with your peers, partners and federal representatives while providing you with the tools and insights you need to scale up growth in your communities.

Booking your trip to AC

For help booking a trouble-free trip to Toronto, please see the [Travel](#) and [Accommodation](#) pages on our website for special rates

AC 2023 is your chance to come together with other Canadian municipal leaders from coast to coast to coast who've grappled with the same challenges to shape Canada's future—and to tool up and deliver results in your municipality, supporting a better country for all. Don't miss it!

Early-bird rate applies until April 21. We're looking forward to seeing you in person in May!

Register now!



24 Clarence Street
Ottawa, Ontario K1N 5P3

T. 613-241-5221 | F. 613-241-7440

fcm.ca

[Privacy Policy](#)



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24 rue Clarence Street | Ottawa, ON K1N 5P3 CA

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2022 Municipal Election Statistics

Local Council Statistics (414 single and lower tier municipalities)	PROVINCE		Central		East		West		North		North (Sudbury)		North (Thunder Bay)	
	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage
Total number of local councils	414		62		103		105		144		110		34	
All offices acclaimed	30	7%	1	2%	3	3%	6	6%	20	14%	17	15%	3	9%
At least one office acclaimed ¹	183	44%	24	39%	49	48%	56	53%	54	38%	40	36%	14	41%
With no offices acclaimed	201	49%	37	60%	51	50%	43	41%	70	49%	53	48%	17	50%
Have 50% or more change in membership	137	33%	18	29%	36	35%	29	28%	54	38%	42	38%	12	35%
All new members (included in ≥50% statistic)	10		0		3		3		4		3		1	
No new members	21		3		7		4		7		5		2	
Restricted Acts BEFORE Election	231	56%	34	55%	56	54%	62	59%	79	55%	58	53%	21	62%
Restricted Acts AFTER Election	323	78%	50	81%	82	80%	82	78%	109	76%	83	75%	26	76%
Number of Councils with Vacant Seats¹	2		0		0		0		2		2		0	
Municipalities with nomination period extensions	11		3		1		0		7		5		2	
Municipalities with 3rd Party Advertisers (how many)	58 (103)		24 (57)		12 (20)		17 (20)		5 (6)		3 (4)		2 (2)	

¹ Blind River and Hilliard each have a vacancy with all the other offices acclaimed. They are in the "at least one office acclaimed" for the chart above as technically not all offices were acclaimed. They are not included in voting methods statistics as they did not hold voting for any municipal council office.

Voting Method Statistics (382 municipalities that had voting)	PROVINCE		Central		East		West		North		North (Sudbury)		North (Thunder Bay)	
	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage
Voter Turnout Percentage		32%		29%		39%		31%		40%		39%		43%
Total number who voted	3231821		1661276		686531		649642		234372		171671		62701	
Total number of electors	10215243		5782846		1758082		2088739		585576		438899		146677	
Had voting for municipal council office¹	382		61		100		99		122		91		31	
Advanced voting - more than 1 day	285	75%	58	95%	87	87%	87	88%	53	43%	36	40%	17	55%
Advanced voting - 1 day	54	14%	0	0%	3	3%	6	6%	45	37%	34	37%	11	35%
No advanced voting	43	11%	3	5%	10	10%	6	6%	24	20%	21	23%	3	10%
Municipalities with recounts for any office	16		3		3		2		8		7		1	
Voting Method Summary														
Traditional/paper ballots only	89	23%	8	13%	6	6%	15	15%	60	49%	44	48%	16	52%
Alternative only	201	53%	19	31%	66	66%	66	67%	50	41%	36	40%	14	45%
Traditional and at least 1 alternative	92	24%	34	56%	28	28%	18	18%	12	10%	11	12%	1	3%
Voting Methods Used²														
Traditional/paper ballots	181		42		34		33		72		55		17	
Internet	221		36		83		66		36		22		14	
Telephone	176		17		74		55		30		19		11	
Mail	69		15		9		19		26		25		1	
Touch Screen	30		3		13		11		3		1		2	
Using at least one accessible voting device³	301	79%	57	93%	75	75%	75	76%	94	77%	65	71%	29	94%
Vote counting equipment⁴	112	29%	45	74%	19	19%	36	36%	12	10%	11	12%	1	3%

² municipalities could have more than one voting method so numbers will not add up to number of municipalities.

³ Devices include braille, magnifiers, paddles, sip and puff, and other options mentioned by municipalities included support persons or personal assistance, help centres/desks, descriptions of physical space, specific voting locations and telephone/internet voting methods.

⁴ Counting equipment are for only those with traditional/paper ballots and/or mail in ballots.

2022 Municipal Election Statistics

Office Statistics <small>There were 2802 offices in 2018-2022, there are 2798 in 2022-2026.</small>	PROVINCE		Central		East		West		North		North (Sudbury)		North (Thunder Bay)	
	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage
TOTAL NUMBER OF OFFICES FILLED⁴	2796		550		673		742		831		635		196	
HEADS OF COUNCIL	414	% of category	62	% of category	103	% of category	105	% of category	144	% of category	110	% of category	34	% of category
New to council	80	19%	10	16%	20	19%	16	15%	34	24%	27	25%	7	21%
Incumbent for office	217	52%	35	56%	48	47%	60	57%	74	51%	57	52%	17	50%
Incumbent for council only	117	28%	17	27%	35	34%	29	28%	36	25%	26	24%	10	29%
Acclaimed Heads of Council	139	34%	9	15%	31	30%	35	33%	64	44%	49	45%	15	44%
New to council	6	4%	0	0%	2	6%	0	0%	4	6%	4	8%	0	0%
Incumbent for office	105	76%	8	89%	20	65%	30	86%	47	73%	36	73%	11	73%
Incumbent for council only	28	20%	1	11%	9	29%	5	14%	13	20%	9	18%	4	27%
Elected Heads of Council	275	66%	53	85%	72	70%	70	67%	80	56%	61	55%	19	56%
New to council	74	27%	10	19%	18	25%	16	23%	30	38%	23	38%	7	37%
Incumbent for office	112	41%	27	51%	28	39%	30	43%	27	34%	21	34%	6	32%
Incumbent for council only	89	32%	16	30%	26	36%	24	34%	23	29%	17	28%	6	32%
DEPUTIES AND COUNCILLORS	2382	% of category	488	% of category	570	% of category	637	% of category	687	% of category	525	% of category	162	% of category
New to council	1081	45%	204	42%	267	47%	275	43%	335	49%	253	48%	82	51%
Incumbent for office	1208	51%	259	53%	273	48%	329	52%	347	51%	268	51%	79	49%
Incumbent for council only	93	4%	25	5%	30	5%	33	5%	5	1%	4	1%	1	1%
Acclaimed Deputies and Councillors	405	17%	57	12%	78	14%	122	19%	148	22%	122	23%	26	16%
New to council	106	26%	11	19%	15	19%	33	27%	47	32%	41	34%	6	23%
Incumbent for office	277	68%	41	72%	57	73%	79	65%	100	68%	80	66%	20	77%
Incumbent for council only	22	5%	5	9%	6	8%	10	8%	1	1%	1	1%	0	0%
Elected Deputies and Councillors	1977	83%	431	88%	492	86%	515	81%	539	78%	403	77%	136	84%
New to council	975	49%	193	45%	252	51%	242	47%	288	53%	212	53%	76	56%
Incumbent for office	931	47%	218	51%	216	44%	250	49%	247	46%	188	47%	59	43%
Incumbent for council only	71	4%	20	5%	24	5%	23	4%	4	1%	3	1%	1	1%
TOTAL NUMBER OF CANDIDATES	6221		1703		1415		1624		1479		1105		374	
HEADS OF COUNCIL	971	% of category	225	% of category	229	% of category	242	% of category	275	% of category	212	% of category	63	% of category
New candidate	461	47%	144	64%	97	42%	104	43%	116	42%	89	42%	27	43%
Incumbent for office	281	29%	43	19%	69	30%	75	31%	94	34%	74	35%	20	32%
Incumbent for council only	229	24%	38	17%	63	28%	63	26%	65	24%	49	23%	16	25%
DEPUTIES AND COUNCILLORS	5250	% of category	1478	% of category	1186	% of category	1382	% of category	1204	% of category	893	% of category	311	% of category
New candidate	3629	69%	1126	76%	805	68%	945	68%	753	63%	543	61%	210	68%
Incumbent for office	1493	28%	316	21%	341	29%	391	28%	445	37%	346	39%	99	32%
Incumbent for council only	128	2%	36	2%	40	3%	46	3%	6	0%	4	0%	2	1%
INCUMBENTS NOT RUNNING AGAIN	671		120		159		167		225		166		59	
Head of Council	118		18		29		27		44		32		12	
Deputies and Councillors	553		102		130		140		181		134		47	

⁴ Blind River and Hilliard each have a vacancy to fill post-election, with all the other offices acclaimed.

Incumbent for office won an office they held prior to the election. For example, a mayor re-elected as mayor.

Incumbent for council only won an office on council different from the one they held prior to the election. For example, a councillor elected as mayor.

Deputies and Councillors include the following office classifications that are filled during the election: Deputy Mayor, Vice Deputy Mayor, Deputy Reeve, Reeve (Not Head of Council), Local and County Councillor, Local and District Councillor and Local and Regional Councillor.

To: Emily Dance
Subject: RE: Wow - Congratulations!

From: Brad de St. Aubyn
Sent: February 23, 2023 10:50 AM
To: Emily Dance <edance@billingstwp.ca>
Subject: Wow - Congratulations!

Dear Ms Dance.

I wanted to congratulate the Billings Recreation Department, the many supporters, volunteers and enablers on the magnificent covered ice rink!

Wow, a real asset for Billings!

This is a very impressive structure and so practical. I have heard such possible spring/summer/fall uses as the new home to our "marketplace" and possibly a pickleball court which I support and would personally use.

Gore Bay did a knock-up job on a combined tennis/pickleball court. One huge advantage over an open court like that at Gore Bay is the seasonal extension this covered structure can provide. Many thanks to the vision and proactive thinking of the Kagawong organizers! If pickleball and/or tennis or other recreational opportunities and markets take place there, they will be protected from rain, wind events, light snow - such a great advantage throughout our Canadian seasons!

The advantages of this cover was showcased during our recent Family Day Skate which I also very much enjoyed!

Many thanks to all involved!

Bravo, well done!

Appreciatively,

Brad de St. Aubyn [REDACTED], Kagawong)



February 28, 2023

Tiana Mills, Clerk/CAO
The Corporation of the Township of Billings
15 Old Mill Road, Box 34
Kagawong, Ontario
POP 1J0

Re: O. Reg. 170 Section 11 & Schedule 22 Annual Reporting under SDWA
O. Reg 387 Section 9 Annual Reporting under OWRA
For the Kagawong Water Treatment Plant
Waterworks No.: 210003084

Dear Tiana Mills;

Attached are the [2022](#) Annual and Summary Reports for the Kagawong Water System. The Reports are based on information provided by Operators as of [February 22, 2023](#) in accordance with Section 11 and Schedule 22 of O. Reg. 170/03, under the Safe Drinking Water Act. A confirmation of submission of the PTTW reporting, as required by O.Reg 387, is included as part of the report.

Please note that any Orders that you have received directly from the MOE or any major expense incurred by the Municipality which is not listed should be reviewed and added to the report.

As per Schedule 22 of O. Reg. 170/03, this Summary Report is to be provided to the members of the municipal council no later than March 31, [2023](#). Please ensure this distribution.

Section 12 of O. Reg. 170/03, requires both the Summary Report and the Annual Report be made available for inspection by any member of the public during normal business hours, without charge. The reports should be made available for inspection at the office of the municipality or at a location that is reasonably convenient to the users of the water system.

Sincerely,

A handwritten signature in black ink that reads "Sarah Beaulieu".

Sarah Beaulieu
Process & Compliance Technician
Ontario Clean Water Agency

Kagawong Water Treatment

Large Municipal Residential Drinking Water System

January 1, 2022 – December 31, 2022

O.Reg 170/03 Schedule 22 Summary Report

O.Reg 170/03 Section 11 Annual Report

&

O.Reg 387/04 Annual Record of Water Taking

Prepared by the Ontario Clean Water Agency
For The Corporation of the Township of Billings



Ontario Clean Water Agency
Agence Ontarienne Des Eaux



Drinking-Water System Number: 220003084
Drinking-Water System Name: KAGAWONG DRINKING WATER SYSTEM
Drinking-Water System Owner: The Corporation of the Township of Billings
Drinking-Water System Category: Large Municipal Residential

SECTION 1: INTRODUCTION

This document is prepared in accordance with Section 11 and Schedule 22 of O.Reg.170/03 under the Safe Drinking Water Act and with Section 9 of O.Reg.387/04 under the Ontario Water Resources Act. The reports are prepared by the Ontario Clean Water Agency. Acronyms and definitions can be found at the end of the report.

A copy of the Summary Report must be provided to the members of the municipal council by March 31, [2023](#).

SECTION 2: REQUIREMENTS OF THE REPORTS

Schedule 22 Report

The report must list the requirements of the Act, the regulations, the system's approval and any order that the system **failed to meet** at any time during the period covered by the report. It must also specify the duration of the failure, and for each failure referred to, describe the measures that were taken to correct the failure.

For the purpose of enabling the owner of the system to assess the rated capability of their system to meet existing and future planned water uses, the following information is required to be included in this report:

- A summary of the quantities and flow rates of the water supplied during the period covered by the report, including monthly average and maximum daily flows.
- A comparison of the summary to the rated capacity and flow rates approved in the systems approval.

Section 11 Report

The annual report must contain the following:

- A brief description of the drinking water system and a list of chemicals used by the system.
- A description of any major expenses incurred during the period covered by the report to install, repair or replace required equipment.
- A summary of all adverse water quality incidents (AWQI) reported to the Ministry
- A summary of corrective actions taken in response all AWQIs
- A summary of all test results required under the regulation, under an approval, municipal drinking water licence or order, including an OWRA order.
- A statement of where a Schedule 22 report will be available for inspection.

The report must be prepared not later than February 28 of the following year.

Regulation 387 Report

On or before March 31 in every year, every holder of a permit to take water (PTTW) shall submit to a Director the data collected and recorded for the previous year.

A record of annual water taking can be found in [Appendix A](#).



SECTION 3: SCHEDULE 22 REPORT

Flows - Treated

In accordance with the Municipal Drinking Water License (MDWL), the Kagawong WTP shall not be operated to exceed a maximum daily volume of 1002 m³/d to the distribution system.

In The daily treated water maximum flow was 362.4 m³ in June and represents 36% of capacity. In 2022, the total volume of water sent to the distribution system was 64,067.2 m³

The quantity of treated water supplied during the reporting period **did not** exceed the rated maximum capacity.

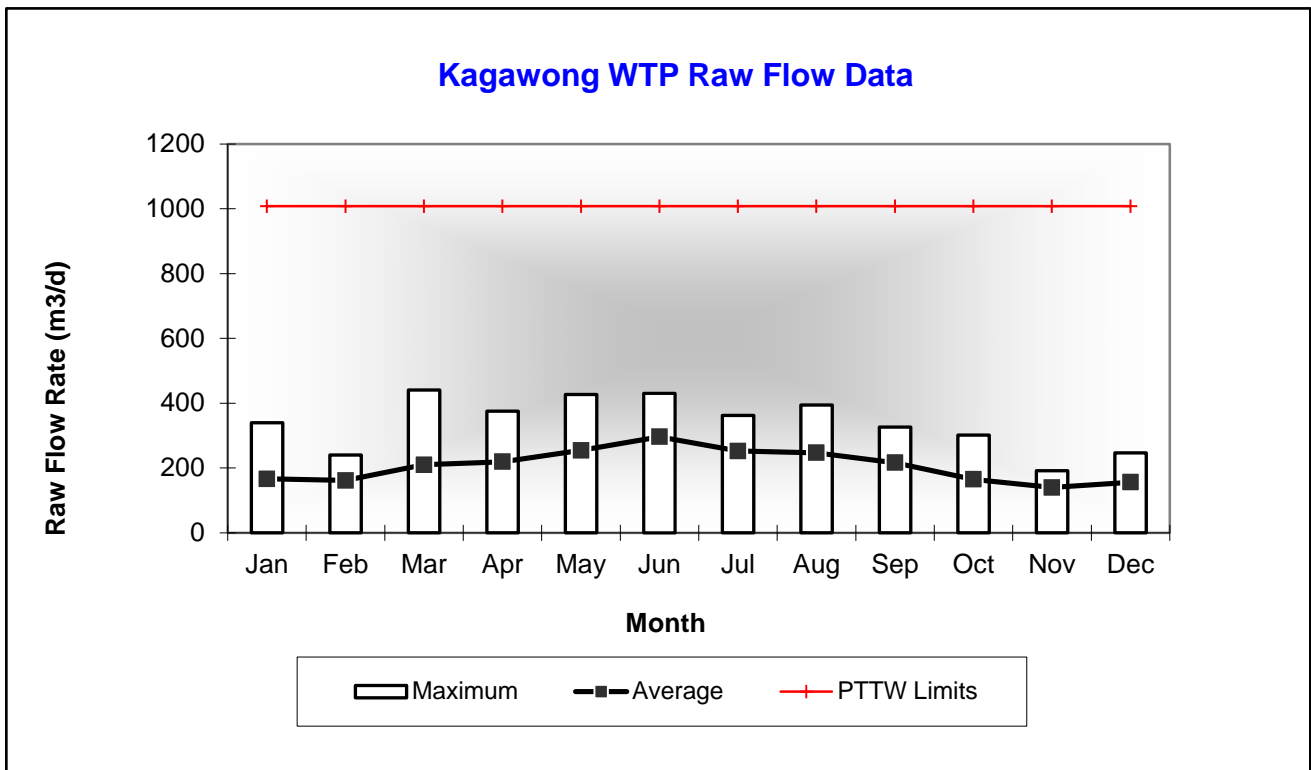
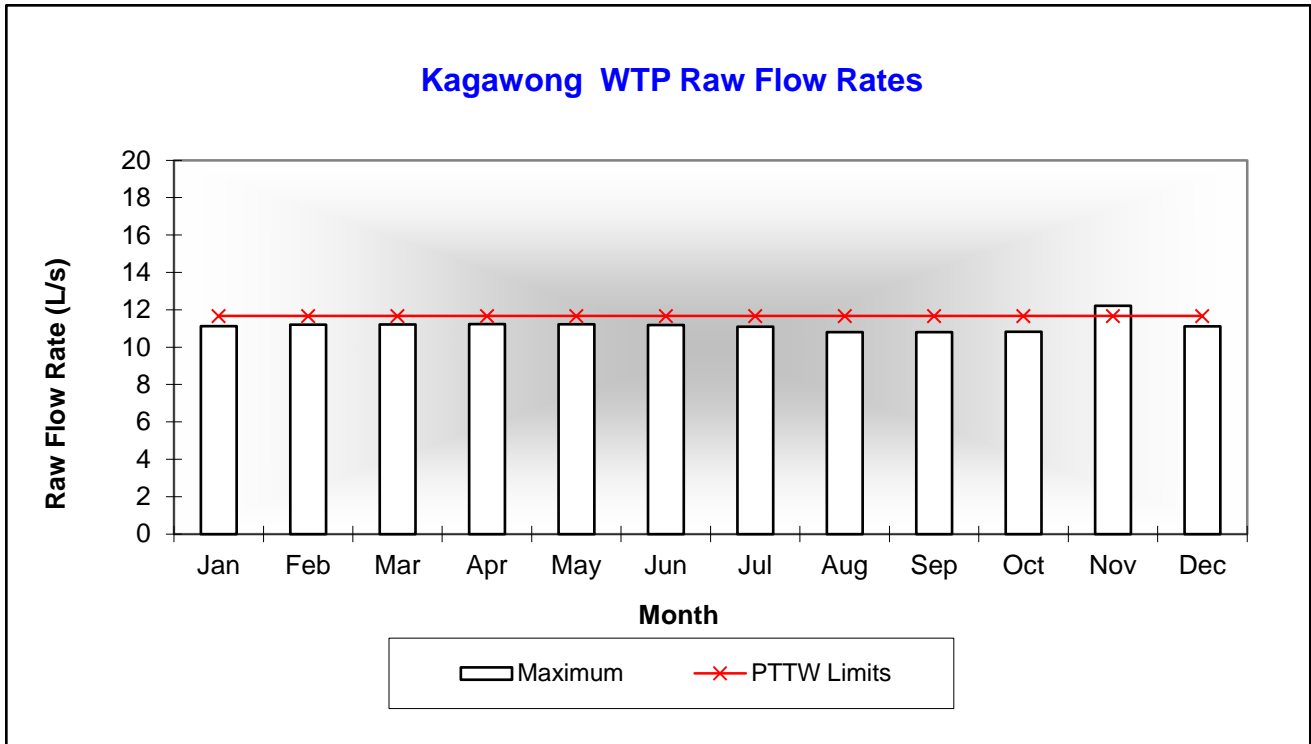
Flows - Raw

Daily raw maximum instantaneous flow is stated in the PTTW at a maximum rate of flow of 11.67 L/s and a maximum daily volume of 1008 m³/d.

The average monthly raw water flow for this reporting period was 207.2 m³/d. The maximum daily flow was 440.6 m³/d representing 44% of water taking limits. In 2022, the total volume of water taken from the environment was 75,634 m³

The quantity of raw water taken **did** exceed the limits stipulated within the PTTW for maximum flow rate (L/s) in November.

<i>RAW WATER FLOW DATA - TOTAL ALL SOURCES</i>						
Month	Total Monthly Flow (m ³)	Average Flow (m ³ /d)	Maximum Flow (m ³ /d)	Maximum Flow Rate (L/s)	Limits	
					L/s (PTTW)	m ³ /d (PTTW)
January	5,153	166.23	339.6	11.13	11.67	1,008
February	4,515.4	161.26	240	11.21	11.67	1,008
March	6,500.8	209.7	440.6	11.22	11.67	1,008
April	6,580.8	219.36	375.3	11.24	11.67	1,008
May	7,883.5	254.31	426.8	11.23	11.67	1,008
June	8,886.7	296.22	429.9	11.19	11.67	1,008
July	7,824.2	252.39	362.2	11.1	11.67	1,008
August	7,651.9	246.84	394.3	10.81	11.67	1,008
September	6,489	216.3	326.2	10.81	11.67	1,008
October	5,118.9	165.13	301.5	10.83	11.67	1,008
November	4,192.1	139.74	191.5	12.22	11.67	1,008
December	4,837.7	156.05	246.6	11.12	11.67	1,008
Total	75,634					
Average		207.22				
Maximum			440.6	12.22	11.67	1,008





Annual Raw Water Review

Raw Water Taking	Total Taking m3/d	Average Day m3/d	Max Day m3/d	Max Day % of PTTW allowable 1008 m3/d
2022	75,634	207.22	440.6	44%
2021	114,412.2	313.46	666.1	66%
2020	101,698.2	277.86	609.8	60%
2019	103,973.1	284.86	695.7	69%

System Failures and Corrective Actions

The latest inspection of the drinking water facility took place on [September 27, 2022](#). The facility scored [0/493](#) providing a rating of [100%](#).

The following non-compliances were identified in the inspection report:

Question ID MRDW1049001: Are all water quality monitoring requirements imposed by the MDWL and DWWP being met? All water quality monitoring requirements are not being met..

DWI notes: During the MDWL renewal process an additional sampling parameter was added to Schedule C, Table 3. Total Chlorine residual in effluent waste water discharged to the natural environment must be sampled monthly with annual average concentration recalculated monthly. Average concentrations exceeding 0.02mg/L, are reportable within 72hrs of month end.

The operator was not aware of this new requirement. It is noted that the distance to the nearest waterbody from the point of discharge is approximately 1km.

OCWA indicated the sampling plan will be adjusted to reflect the new parameter.

Question ID MRDW1115001: Were the inspection questions sufficient to address other non-compliance items identified during the inspection period.

DWI notes: The following instance(s) of non-compliance were also noted during the inspection:

Treated and raw water flow meters are required to be calibrated annually. Due to administrative issues, this was accomplished 2 months later than required. There is no indication that meters were inaccurate.

Treated water meter – calibration date is January 22, 2021, and April 8, 2022.

Raw water meter – calibration date is January 22, 2021, and April 8, 2022.

The following non-compliance occurred during 2022.

The first quarter Nitrate and Nitrite samples were not collected. Upon reviewing the incident, it was determined that the Operator used the incorrect CofC and missed adding Nitrate and Nitrite to the parameter list.



The March backwash total suspended solids (TSS) sample was not collected. During the week the samples should have been collected, another Operator was covering the facility and missed the monthly TSS sample.

The following non-compliance was identified during the third party DWQMS audit:

During an external DWQMS audit, it was found that the citric acid 50%, used for membrane cleans, could not be proven to be NSF approved which is in contravention of the MDWL section 14.0. The chemical was purchased December 2019 (invoice date of Dec 8, 2019) from Brenntag although the barrel was labelled as coming from Fanchem. All documentation from Brenntag does list the chemical as being PWTG (Potable Water Treatment Grade). As of July 4, 2022, the citric acid barrel from Fanchem was removed from process. Citric Acid 50% was ordered from Brenntag and delivered July 27, 2022. Although the barrel and all associated paperwork have no NSF stamp/listing on the barrel or paperwork, the chemical has been approved by UL (and is stamped accordingly).

AWQIs reported to the Ministry

Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date
n/a	n/a	n/a	n/a	n/a	n/a

SECTION 4: SECTION 11 REPORT

Information to be provided

Population Served	300
Does your Drinking-Water System serve more than 10,000 people?	No
Is your annual report available to the public at no charge on a web site on the Internet?	Yes
Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.	Township of Billings, Township Office 15 Old Mill Road Kagawong, Ontario POP 1J0
Number of Designated Facilities served:	0
Did you provide a copy of your annual report to all Designated Facilities you serve?	NA
Number of Interested Authorities you report to:	0
Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility?	NA
List all Drinking-Water Systems (if any), and their DWS Number which receive all of their drinking water from your system:	N/A
Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?	N/A
Indicate how you notified system users that your annual report is available, and is free of charge.	Public access/notice via newspaper



Indicate if you notified system users that your annual report is available and is free of charge using an alternate method **Yes**

The Kagawong Water treatment facility consists of a low lift pumping station with three submersible pumps. The low lift pumping station includes a zebra mussel control system utilizing sodium hypochlorite.

Prior to Aug 27, 2015, treatment consisted of membrane filtration comprised of two concrete tanks each having six ultrafiltration units. Each unit contained 12 modules with a filtering area of 23.23 m². There were three permeate pumps used to push the water to the chlorine contact chamber.

An upgrade to the membrane system was completed in 2015. The membrane system now consists of 2 ultrafiltration zeebox package units. By August 2nd, 1 unit was online and providing water to the distribution while the second unit was online by November 2nd.

The contact chamber maintains a constant volume of 162 m³. Following the chlorine contact chamber there are two clear wells, each having a storage volume of 749.8 m³. The high lift pumping consists of four centrifugal high lift pumps, with two pumps having a capacity of 57.87 L/s and two pumps having a capacity of 28.94 L/s. The process back pulse & reject water from the plant is de-chlorinated and discharged back to the North Channel.

Chemicals Used

Sodium Hypochlorite (12%)	Disinfection and clean-in-place
Sodium Hydroxide	Neutralization of wastewater
Citric Acid	Clean-in-place
Calcium Thiosulphate (Captor)	Dechlorination of reject water & wastewater

Significant Expenses

Significant expenses incurred to

- Install required equipment
- Repair required equipment
- Replace required equipment

Work Order	Completion Date	Comment
2721433 2963311	31-Oct-22	<i>Zebra mussel chlorine line repair on intake – \$18,859.75</i>
2726851	30-Jul-22	<i>pH/ORP probe replacement – \$3,820.59</i>
2818856 2818179	19-Sept-22	<i>Emergency repair to leaking raw water feed line – \$4,486.09</i>

Adverse Water Quality Incidents

Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre

Incident Date	Parameter	Result	Unit of Measure	Comment / Corrective Action	Corrective Action Date
n/a	n/a	n/a	n/a	n/a	n/a



Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03.

	No. of Samples Collected	Range of E.Coli		Range of Total Coliform Results		Number of HPC Samples	Range of HPC Results	
		Min #	Max #	Min #	Max #		Min #	Max #
Raw Water	51	0	20	0	60	N/A	N/A	N/A
Treated Water	51	0	0	0	0	51	0	21
Distribution	115	0	0	0	0	52	0	920

Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03

	No. of Samples Collected	Range of Results		Units of Measure
		Minimum	Maximum	
Turbidity – Filter 1	8760	0	0.45	(NTU)
Turbidity – Filter 2	8760	0	1	(NTU)
Free Chlorine Residual – TW	8760	0.84	3.69	(mg/L)
Free Chlorine Residual, Distribution Location 1	104	0.5	1.69	(mg/L)
Free Chlorine Residual, Distribution Location 2	104	0.22	1.90	(mg/L)
Free Chlorine Residual, Distribution Location 3	104	0.13	1.90	(mg/L)
Free Chlorine Residual, Distribution Location 4	52	0.45	1.71	(mg/L)

Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.

Date of legal instrument issued	Parameter and limits	Month Sampled	Day Sampled	Result	Unit of Measure
255-101 Issue 1 Issue Date: November 23, 2021 Expiry Date: November 22, 2026	Point of discharge from the backwash reservoir Total Suspended Solids 25 mg/L (annual average)	Jan	4	2	mg/L
		Feb	7	4	mg/L
		Mar	N/A	N/A	mg/L
		Apr	4	2	mg/L
		May	2	2	mg/L
		Jun	9	3	mg/L
		Jul	12	4	mg/L
		Aug	2	2	mg/L
		Sep	6	3	mg/L
		Oct	3	3	mg/L
		Nov	7	2	mg/L
		Dec	5	12	mg/L
		Annual Average			

Summary of Inorganic parameters tested during this reporting period or the most recent sample results

TREATED WATER	Sample Date (yyyy/mm/dd)	Sample Result	MAC	No. of Exceedances	
				MAC	1/2 MAC
Antimony: Sb (ug/L) - TW	2022/01/04	<MDL 0.6	6.0	No	No
Arsenic: As (ug/L) - TW	2022/01/04	0.4	25.0	No	No



Barium: Ba (ug/L) - TW	2022/01/04	12.2	1000.0	No	No
Boron: B (ug/L) - TW	2022/01/04	12.0	5000.0	No	No
Cadmium: Cd (ug/L) - TW	2022/01/04	0.003	5.0	No	No
Chromium: Cr (ug/L) - TW	2022/01/04	0.18	50.0	No	No
Mercury: Hg (ug/L) - TW	2022/01/04	<MDL 0.01	1.0	No	No
Selenium: Se (ug/L) - TW	2022/01/04	0.13	50.0	No	No
Uranium: U (ug/L) - TW	2022/01/04	0.158	20.0	No	No

TREATED WATER	Sample Date (yyyy/mm/dd)	Sample Result	MAC	No. of Exceedances	
				MAC	1/2 MAC
Fluoride (mg/L) - TW	2021/01/18	0.1	1.5	No	No
Nitrite (mg/L) - TW				No	No
Nitrite (mg/L) - TW	2022/04/04	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW	2022/07/12	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW	2022/10/11	<MDL 0.003	1.0	No	No
Nitrate (mg/L) - TW				No	No
Nitrate (mg/L) - TW	2022/04/04	0.203	10.0	No	No
Nitrate (mg/L) - TW	2022/07/12	0.185	10.0	No	No
Nitrate (mg/L) - TW	2022/10/11	0.117	10.0	No	No
Sodium: Na (mg/L) - TW	2021/01/18	5.84	20*	No	No

*There is no "MAC" for Sodium. The aesthetic objective for sodium in drinking water is 200 mg/L. The local Medical Officer of Health should be notified when the sodium concentration exceeds 20 mg/L so that this information may be communicated to local physicians for their use with patients on sodium restricted diets.

Summary of Lead testing under Schedule 15.1 during this reporting period

Location Type	Number of Samples	Range of Results		MAC (ug/L)	Number of Exceedances
		Minimum	Maximum		
Distribution - Lead Results (ug/L)	n/a			10	N/A
Distribution - Alkalinity (mg/L)	2	65	67	N/A	N/A
Distribution - pH In-House	1	7.71	7.71	N/A	N/A

*One alkalinity sample was missing field pH

Summary of Organic parameters sampled during this reporting period or the most recent results

TREATED WATER	Sample Date (yyyy/mm/dd)	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
Alachlor (ug/L) - TW	2022/01/04	<MDL 0.02	5.0	No	No
Atrazine + N-dealkylated metabolites (ug/L) - TW	2022/01/04	0.01	5.0	No	No
Azinphos-methyl (ug/L) - TW	2022/01/04	<MDL 0.05	20.0	No	No
Benzene (ug/L) - TW	2022/01/04	<MDL 0.32	1.0	No	No
Benzo(a)pyrene (ug/L) - TW	2022/01/04	<MDL 0.004	0.01	No	No
Bromoxynil (ug/L) - TW	2022/01/04	<MDL 0.33	5.0	No	No
Carbaryl (ug/L) - TW	2022/01/04	<MDL 0.05	90.0	No	No
Carbofuran (ug/L) - TW	2022/01/04	<MDL 0.01	90.0	No	No



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Carbon Tetrachloride (ug/L) - TW	2022/01/04	<MDL 0.17	2.0	No	No
Chlorpyrifos (ug/L) - TW	2022/01/04	<MDL 0.02	90.0	No	No
Diazinon (ug/L) - TW	2022/01/04	<MDL 0.02	20.0	No	No
Dicamba (ug/L) - TW	2022/01/04	<MDL 0.2	120.0	No	No
1,2-Dichlorobenzene (ug/L) - TW	2022/01/04	<MDL 0.41	200.0	No	No
1,4-Dichlorobenzene (ug/L) - TW	2022/01/04	<MDL 0.36	5.0	No	No
1,2-Dichloroethane (ug/L) - TW	2022/01/04	<MDL 0.35	5.0	No	No
1,1-Dichloroethylene (ug/L) - TW	2022/01/04	<MDL 0.33	14.0	No	No
Dichloromethane (Methylene Chloride) (ug/L) - TW	2022/01/04	<MDL 0.35	50.0	No	No
2,4-Dichlorophenol (ug/L) - TW	2022/01/04	<MDL 0.15	900.0	No	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (ug/L) - TW	2022/01/04	<MDL 0.19	100.0	No	No
Diclofop-methyl (ug/L) - TW	2022/01/04	<MDL 0.4	9.0	No	No
Dimethoate (ug/L) - TW	2022/01/04	<MDL 0.06	20.0	No	No
Diquat (ug/L) - TW	2022/01/04	<MDL 1.0	70.0	No	No
Diuron (ug/L) - TW	2022/01/04	<MDL 0.03	150.0	No	No
Glyphosate (ug/L) - TW	2022/01/04	<MDL 1.0	280.0	No	No
Malathion (ug/L) - TW	2022/01/04	<MDL 0.02	190.0	No	No
Metolachlor (ug/L) - TW	2022/01/04	<MDL 0.01	50.0	No	No
Metribuzin (ug/L) - TW	2022/01/04	<MDL 0.02	80.0	No	No
Monochlorobenzene (Chlorobenzene) (ug/L) - TW	2022/01/04	<MDL 0.3	80.0	No	No
Paraquat (ug/L) - TW	2022/01/04	<MDL 1.0	10.0	No	No
PCB (ug/L) - TW	2022/01/04	<MDL 0.04	3.0	No	No
Pentachlorophenol (ug/L) - TW	2022/01/04	<MDL 0.15	60.0	No	No
Phorate (ug/L) - TW	2022/01/04	<MDL 0.01	2.0	No	No
Picloram (ug/L) - TW	2022/01/04	<MDL 1.0	190.0	No	No
Prometryne (ug/L) - TW	2022/01/04	<MDL 0.03	1.0	No	No
Simazine (ug/L) - TW	2022/01/04	<MDL 0.01	10.0	No	No
Terbufos (ug/L) - TW	2022/01/04	<MDL 0.01	1.0	No	No
Tetrachloroethylene (ug/L) - TW	2022/01/04	<MDL 0.35	10.0	No	No
2,3,4,6-Tetrachlorophenol (ug/L) - TW	2022/01/04	<MDL 0.2	100.0	No	No
Triallate (ug/L) - TW	2022/01/04	<MDL 0.01	230.0	No	No
Trichloroethylene (ug/L) - TW	2022/01/04	<MDL 0.44	5.0	No	No
2,4,6-Trichlorophenol (ug/L) - TW	2022/01/04	<MDL 0.25	5.0	No	No
2-methyl-4-chlorophenoxyacetic acid (MCPA) (ug/L) - TW	2022/01/04	<MDL 0.12	100.0	No	No
Trifluralin (ug/L) - TW	2022/01/04	<MDL 0.02	45.0	No	No
Vinyl Chloride (ug/L) - TW	2022/01/04	<MDL 0.17	1.0	No	No
DISTRIBUTION WATER					
Trihalomethane: Total (ug/L) Annual Average – DW1	2022/12/31	55.5	100.00	No	Yes
HAA Total (ug/L) Annual Average – DW1	2022/12/31	35.2	80.0	No	No



SECTION 5: RAW WATER SUBMISSIONS

Raw water flows were submitted to the Ministry on [February 22, 2023](#).

The screenshot shows the Ontario government website interface for submitting water taking data. At the top left is the Ontario logo. Below it, the navigation path is 'Location: WTRS / WT DATA / Input WT Record' and the identifier 'WTRS-WT-008' is on the right. A prominent green-bordered box contains the message 'Water Taking Data submitted successfully.' Below this is a 'Confirmation:' section with the following text: 'Thank you for submitting your water taking data online. Permit Number: 8607-BB3LLK. Permit Holder: THE CORPORATION OF THE TOWNSHIP OF BILLINGS. Received on: Feb 22, 2023 3:22 PM. This confirmation indicates that your data has been received by the Ministry, but should not be construed as acceptance of this data if it differs from that specified on the Permit Number, assigned to the Permit Holder stated above.' A button labeled 'Return to Main Page' is centered below the text. At the bottom right, the page information reads: 'TOWN2 BILLINGS2 | 2023/02/22 version: v4.5.0.21 (build#: 22) Last modified: 2018/09/18'. At the bottom left, the Ontario logo is followed by 'This site maintained by the Government of Ontario'. At the bottom right, the copyright notice reads '©2023 Queen's Printer for Ontario'.

SECTION 6: CONCLUSION

The Kagawong WTP delivers water that, in all its treated and distribution samples, indicates the water to be free of bacteriological contamination.

Based on information available for the [2022](#) operating year, the [Kagawong WTP](#) was able to meet the demand of water use without exceeding the PTTW m³/d allowance or the MDWL. However the PTTW L/s was exceeded in November.



List of Acronyms and Definitions

Alkalinity	The capacity of water for neutralizing an acid solution
AWQI	Adverse Water Quality Incident- when a water sample test result exceeds the Ontario Drinking Water Quality Standards
Backwash	Water pumped backwards to clean filters
BWA	Boil Water Advisory; Issued when risk of contamination is possible in drinking water
CFU	Colony Forming Units
Chlorine Residual	A low level of chlorine remaining in water after disinfection occurs
DW	Distribution Water
DWA	Drinking Water Advisory; Issued when water cannot be consumed by any means
DWWP	Drinking Water Works Permit - provides a description of the overall system
E.Coli	Bacteria used as indicators to measure the degree of pollution and sanitary quality of water
GUDI 170/03	Groundwater Under Direct Influence – Considered to be surface water under O.Reg
HPC	Heterotrophic Plant Count
L/s	Litres per Second
m ³ /d	Cubic Metres per Day
MAC	Maximum Acceptable Concentration
MDL	Minimum Detection Level
MDWL requirements	Municipal Drinking Water Licence - relates to the operation and performance requirements
mg/L	Miligrams per Litre
Ministry	Ministry of the Environment and Climate Change
MOECC	Ministry of the Environment and Climate Change
O.Reg	Ontario Regulation
PTTW water	Permit to Take Water – Permit which allows water taking from groundwater or surface water
RW	Raw Water
TC	Total Coliforms
TSS	Total Suspended Solids
Turbidity	Cloudiness or haziness of water
TW	Treated Water



Appendix A

Raw Water Flows

Ontario Clean Water Agency
Annual Water Taking and Transfer Report
 From 01/01/2022 To 12/31/2022

Facility: KAGAWONG DRINKING WATER SYSTEM-1010
 Tag: Raw Flow: Sum (m3/d)
 Tag Group: Raw Water

Permit#: 8607-BB3LLK
 Source Name: Lake Huron (North Channel, Mudge Bay)
 Source: Lake
 Type:
 Purpose: Municipal

Coordinate Zone: 17
 Easting: 401405
 Northing: 5085124
 Method deter: Metered

Date Measured	Value (m³/d)	Value (Litres)
01/01/2022	130.6000	130600.0061
02/01/2022	85.8000	85800.0031
03/01/2022	121.7000	121699.9969
04/01/2022	169.8000	169800.0031
05/01/2022	184.3000	184300.0031
06/01/2022	178.4000	178399.9939
07/01/2022	121.5000	121500.0000
08/01/2022	190.6000	190600.0061
09/01/2022	210.7000	210699.9969
10/01/2022	161.0000	161000.0000
11/01/2022	201.4000	201399.9939
12/01/2022	226.7000	226699.9969
13/01/2022	213.6000	213600.0061
14/01/2022	177.8000	177800.0031
15/01/2022	112.4000	112400.0015
16/01/2022	165.1000	165100.0061
17/01/2022	67.8000	67800.0031
18/01/2022	339.6000	339600.0061
19/01/2022	158.0000	158000.0000
20/01/2022	170.5000	170500.0000
21/01/2022	137.8000	137800.0031
22/01/2022	130.0000	130000.0000
23/01/2022	216.6000	216600.0061
24/01/2022	128.8000	128800.0031
25/01/2022	158.3000	158300.0031
26/01/2022	164.3000	164300.0031
27/01/2022	162.4000	162399.9939
28/01/2022	162.0000	162000.0000
29/01/2022	177.1000	177100.0061
30/01/2022	181.1000	181100.0061
31/01/2022	147.3000	147300.0031
01/02/2022	187.6000	187600.0061
02/02/2022	171.9000	171899.9939
03/02/2022	167.7000	167699.9969
04/02/2022	170.8000	170800.0031
05/02/2022	170.9000	170899.9939
06/02/2022	177.1000	177100.0061
07/02/2022	112.6000	112599.9985
08/02/2022	164.8000	164800.0031
09/02/2022	184.8000	184800.0031
10/02/2022	170.5000	170500.0000
11/02/2022	129.0000	129000.0000

12/02/2022	172.3000	172300.0031
13/02/2022	133.5000	133500.0000
14/02/2022	166.8000	166800.0031
15/02/2022	159.0000	159000.0000
16/02/2022	188.6000	188600.0061
17/02/2022	121.9000	121900.0015
18/02/2022	142.8000	142800.0031
19/02/2022	153.9000	153899.9939
20/02/2022	149.3000	149300.0031
21/02/2022	176.2000	176199.9969
22/02/2022	165.3000	165300.0031
23/02/2022	150.9000	150899.9939
24/02/2022	142.1000	142100.0061
25/02/2022	240.0000	240000.0000
26/02/2022	165.7000	165699.9969
27/02/2022	143.2000	143199.9969
28/02/2022	136.2000	136199.9969
01/03/2022	141.0000	141000.0000
02/03/2022	144.3000	144300.0031
03/03/2022	140.6000	140600.0061
04/03/2022	236.6000	236600.0061
05/03/2022	167.3000	167300.0031
06/03/2022	144.3000	144300.0031
07/03/2022	137.6000	137600.0061
08/03/2022	139.6000	139600.0061
09/03/2022	143.4000	143399.9939
10/03/2022	186.5000	186500.0000
11/03/2022	216.2000	216199.9969
12/03/2022	143.1000	143100.0061
13/03/2022	142.4000	142399.9939
14/03/2022	139.4000	139399.9939
15/03/2022	156.8000	156800.0031
16/03/2022	144.5000	144500.0000
17/03/2022	182.1000	182100.0061
18/03/2022	290.2000	290200.0122
19/03/2022	221.5000	221500.0000
20/03/2022	345.6000	345600.0061
21/03/2022	213.6000	213600.0061
22/03/2022	335.6000	335600.0061
23/03/2022	244.4000	244399.9939
24/03/2022	117.9000	117900.0015
25/03/2022	320.2000	320200.0122
26/03/2022	440.6000	440600.0061
27/03/2022	207.8000	207800.0031
28/03/2022	348.0000	348000.0000
29/03/2022	182.4000	182399.9939
30/03/2022	331.4000	331399.9939
31/03/2022	195.9000	195899.9939
01/04/2022	334.5000	334500.0000
02/04/2022	187.8000	187800.0031
03/04/2022	311.8000	311799.9878
04/04/2022	193.2000	193199.9969
05/04/2022	375.3000	375299.9878
06/04/2022	261.3000	261299.9878
07/04/2022	229.3000	229300.0031
08/04/2022	313.2000	313200.0122
09/04/2022	157.5000	157500.0000
10/04/2022	271.4000	271399.9939
11/04/2022	153.7000	153699.9969
12/04/2022	243.2000	243199.9969
13/04/2022	151.2000	151199.9969

14/04/2022	220.9000	220899.9939
15/04/2022	123.0000	123000.0000
16/04/2022	125.1000	125099.9985
17/04/2022	156.9000	156899.9939
18/04/2022	188.0000	188000.0000
19/04/2022	136.1000	136100.0061
20/04/2022	197.8000	197800.0031
21/04/2022	237.9000	237899.9939
22/04/2022	270.5000	270500.0000
23/04/2022	141.3000	141300.0031
24/04/2022	277.3000	277299.9878
25/04/2022	182.3000	182300.0031
26/04/2022	278.3000	278299.9878
27/04/2022	222.5000	222500.0000
28/04/2022	190.1000	190100.0061
29/04/2022	274.4000	274399.9939
30/04/2022	175.0000	175000.0000
01/05/2022	262.9000	262899.9939
02/05/2022	269.5000	269500.0000
03/05/2022	129.0000	129000.0000
04/05/2022	169.4000	169399.9939
05/05/2022	184.0000	184000.0000
06/05/2022	277.3000	277299.9878
07/05/2022	270.4000	270399.9939
08/05/2022	175.1000	175100.0061
09/05/2022	299.9000	299899.9939
10/05/2022	206.4000	206399.9939
11/05/2022	233.9000	233899.9939
12/05/2022	295.2000	295200.0122
13/05/2022	324.5000	324500.0000
14/05/2022	257.2000	257200.0122
15/05/2022	266.5000	266500.0000
16/05/2022	308.2000	308200.0122
17/05/2022	276.1000	276100.0061
18/05/2022	194.0000	194000.0000
19/05/2022	140.5000	140500.0000
20/05/2022	296.1000	296100.0061
21/05/2022	426.8000	426799.9878
22/05/2022	248.7000	248699.9969
23/05/2022	250.1000	250100.0061
24/05/2022	277.4000	277399.9939
25/05/2022	246.7000	246699.9969
26/05/2022	214.7000	214699.9969
27/05/2022	259.8000	259799.9878
28/05/2022	294.7000	294700.0122
29/05/2022	296.7000	296700.0122
30/05/2022	291.4000	291399.9939
31/05/2022	240.4000	240399.9939
01/06/2022	261.4000	261399.9939
02/06/2022	274.6000	274600.0061
03/06/2022	300.0000	300000.0000
04/06/2022	328.1000	328100.0061
05/06/2022	272.8000	272799.9878
06/06/2022	203.0000	203000.0000
07/06/2022	265.9000	265899.9939
08/06/2022	301.3000	301299.9878
09/06/2022	291.3000	291299.9878
10/06/2022	304.0000	304000.0000
11/06/2022	325.3000	325299.9878
12/06/2022	269.9000	269899.9939
13/06/2022	312.9000	312899.9939

14/06/2022	429.9000	429899.9939
15/06/2022	285.3000	285299.9878
16/06/2022	259.6000	259600.0061
17/06/2022	207.7000	207699.9969
18/06/2022	263.6000	263600.0061
19/06/2022	288.2000	288200.0122
20/06/2022	185.3000	185300.0031
21/06/2022	290.2000	290200.0122
22/06/2022	315.6000	315600.0061
23/06/2022	418.5000	418500.0000
24/06/2022	421.2000	421200.0122
25/06/2022	363.8000	363799.9878
26/06/2022	356.1000	356100.0061
27/06/2022	304.1000	304100.0061
28/06/2022	230.7000	230699.9969
29/06/2022	328.1000	328100.0061
30/06/2022	228.3000	228300.0031
01/07/2022	258.2000	258200.0122
02/07/2022	274.9000	274899.9939
03/07/2022	269.2000	269200.0122
04/07/2022	216.6000	216600.0061
05/07/2022	208.1000	208100.0061
06/07/2022	217.7000	217699.9969
07/07/2022	216.6000	216600.0061
08/07/2022	221.3000	221300.0031
09/07/2022	244.0000	244000.0000
10/07/2022	276.6000	276600.0061
11/07/2022	222.4000	222399.9939
12/07/2022	222.0000	222000.0000
13/07/2022	245.2000	245199.9969
14/07/2022	253.0000	253000.0000
15/07/2022	246.4000	246399.9939
16/07/2022	311.1000	311100.0061
17/07/2022	329.0000	329000.0000
18/07/2022	266.8000	266799.9878
19/07/2022	212.0000	212000.0000
20/07/2022	264.2000	264200.0122
21/07/2022	226.7000	226699.9969
22/07/2022	230.2000	230199.9969
23/07/2022	296.4000	296399.9939
24/07/2022	266.7000	266700.0122
25/07/2022	196.9000	196899.9939
26/07/2022	362.2000	362200.0122
27/07/2022	194.4000	194399.9939
28/07/2022	223.4000	223399.9939
29/07/2022	277.3000	277299.9878
30/07/2022	263.1000	263100.0061
31/07/2022	311.6000	311600.0061
01/08/2022	202.8000	202800.0031
02/08/2022	211.8000	211800.0031
03/08/2022	224.3000	224300.0031
04/08/2022	270.2000	270200.0122
05/08/2022	327.7000	327700.0122
06/08/2022	302.7000	302700.0122
07/08/2022	240.2000	240199.9969
08/08/2022	202.3000	202300.0031
09/08/2022	213.5000	213500.0000
10/08/2022	229.2000	229199.9969
11/08/2022	287.3000	287299.9878
12/08/2022	254.0000	254000.0000
13/08/2022	116.4000	116400.0015

14/08/2022	394.3000	394299.9878
15/08/2022	301.7000	301700.0122
16/08/2022	283.2000	283200.0122
17/08/2022	244.9000	244899.9939
18/08/2022	347.6000	347600.0061
19/08/2022	307.7000	307700.0122
20/08/2022	268.9000	268899.9939
21/08/2022	220.0000	220000.0000
22/08/2022	218.1000	218100.0061
23/08/2022	255.2000	255199.9969
24/08/2022	270.1000	270100.0061
25/08/2022	147.8000	147800.0031
26/08/2022	224.2000	224199.9969
27/08/2022	230.1000	230100.0061
28/08/2022	231.7000	231699.9969
29/08/2022	261.3000	261299.9878
30/08/2022	243.1000	243100.0061
31/08/2022	119.6000	119599.9985
01/09/2022	326.2000	326200.0122
02/09/2022	267.2000	267200.0122
03/09/2022	242.5000	242500.0000
04/09/2022	249.1000	249100.0061
05/09/2022	239.0000	239000.0000
06/09/2022	259.4000	259399.9939
07/09/2022	224.6000	224600.0061
08/09/2022	182.0000	182000.0000
09/09/2022	225.3000	225300.0031
10/09/2022	278.0000	278000.0000
11/09/2022	266.1000	266100.0061
12/09/2022	156.4000	156399.9939
13/09/2022	182.4000	182399.9939
14/09/2022	206.3000	206300.0031
15/09/2022	218.2000	218199.9969
16/09/2022	248.4000	248399.9939
17/09/2022	156.7000	156699.9969
18/09/2022	214.8000	214800.0031
19/09/2022	245.5000	245500.0000
20/09/2022	129.7000	129699.9969
21/09/2022	206.5000	206500.0000
22/09/2022	210.9000	210899.9939
23/09/2022	234.3000	234300.0031
24/09/2022	213.7000	213699.9969
25/09/2022	142.6000	142600.0061
26/09/2022	204.1000	204100.0061
27/09/2022	213.7000	213699.9969
28/09/2022	207.3000	207300.0031
29/09/2022	222.3000	222300.0031
30/09/2022	115.8000	115800.0031
01/10/2022	207.6000	207600.0061
02/10/2022	209.5000	209500.0000
03/10/2022	200.2000	200199.9969
04/10/2022	152.8000	152800.0031
05/10/2022	184.9000	184899.9939
06/10/2022	301.5000	301500.0000
07/10/2022	73.7000	73699.9969
08/10/2022	287.6000	287600.0061
09/10/2022	213.8000	213800.0031
10/10/2022	167.1000	167100.0061
11/10/2022	212.9000	212899.9939
12/10/2022	211.0000	211000.0000
13/10/2022	102.1000	102099.9985

14/10/2022	180.3000	180300.0031
15/10/2022	138.2000	138199.9969
16/10/2022	164.7000	164699.9969
17/10/2022	116.3000	116300.0031
18/10/2022	171.7000	171699.9969
19/10/2022	103.8000	103800.0031
20/10/2022	153.3000	153300.0031
21/10/2022	195.0000	195000.0000
22/10/2022	108.6000	108599.9985
23/10/2022	179.9000	179899.9939
24/10/2022	99.9000	99900.0015
25/10/2022	189.8000	189800.0031
26/10/2022	96.6000	96599.9985
27/10/2022	164.0000	164000.0000
28/10/2022	134.8000	134800.0031
29/10/2022	108.3000	108300.0031
30/10/2022	190.6000	190600.0061
31/10/2022	98.4000	98400.0015
01/11/2022	191.5000	191500.0000
02/11/2022	99.3000	99300.0031
03/11/2022	189.9000	189899.9939
04/11/2022	98.0000	98000.0000
05/11/2022	185.4000	185399.9939
06/11/2022	110.3000	110300.0031
07/11/2022	183.5000	183500.0000
08/11/2022	78.1000	78099.9985
09/11/2022	126.0000	126000.0000
10/11/2022	145.8000	145800.0031
11/11/2022	190.2000	190199.9969
12/11/2022	98.4000	98400.0015
13/11/2022	186.8000	186800.0031
14/11/2022	83.2000	83199.9969
15/11/2022	170.6000	170600.0061
16/11/2022	99.8000	99800.0031
17/11/2022	140.1000	140100.0061
18/11/2022	189.4000	189399.9939
19/11/2022	102.7000	102699.9969
20/11/2022	186.2000	186199.9969
21/11/2022	89.0000	89000.0000
22/11/2022	189.3000	189300.0031
23/11/2022	95.2000	95199.9969
24/11/2022	153.9000	153899.9939
25/11/2022	135.2000	135199.9969
26/11/2022	106.0000	106000.0000
27/11/2022	185.4000	185399.9939
28/11/2022	99.0000	99000.0000
29/11/2022	185.9000	185899.9939
30/11/2022	98.0000	98000.0000
01/12/2022	130.3000	130300.0031
02/12/2022	200.6000	200600.0061
03/12/2022	113.1000	113099.9985
04/12/2022	184.1000	184100.0061
05/12/2022	183.5000	183500.0000
06/12/2022	118.0000	118000.0000
07/12/2022	192.4000	192399.9939
08/12/2022	108.6000	108599.9985
09/12/2022	180.7000	180699.9969
10/12/2022	201.2000	201199.9969
11/12/2022	103.6000	103599.9985
12/12/2022	190.9000	190899.9939
13/12/2022	99.7000	99699.9969

14/12/2022	150.6000	150600.0061
15/12/2022	171.3000	171300.0031
16/12/2022	149.8000	149800.0031
17/12/2022	69.8000	69800.0031
18/12/2022	141.3000	141300.0031
19/12/2022	150.5000	150500.0000
20/12/2022	246.6000	246600.0061
21/12/2022	142.5000	142500.0000
22/12/2022	143.5000	143500.0000
23/12/2022	145.0000	145000.0000
24/12/2022	177.0000	177000.0000
25/12/2022	111.4000	111400.0015
26/12/2022	201.8000	201800.0031
27/12/2022	166.7000	166699.9969
28/12/2022	194.7000	194699.9969
29/12/2022	109.2000	109199.9969
30/12/2022	143.2000	143199.9969
31/12/2022	216.1000	216100.0061

Accounts for Payment Feb 23 to Mar 2 2023

Date	CK #	Account	Amount	
Feb 23 2023	7782	Association of Municipalities of Ontario	1,706.30	
Feb 23 2023	7783	Beacon Images	90.40	Signs
Feb 23 2023	7784	Brendan Addison Mobile Mechanical	1,194.98	Truck Maintenance
Feb 23 2023	7785	Bridal Veil Variety	274.64	Fuel
Feb 23 2023	7786	Encompass IT	5,092.06	Tax Run, Computer
Feb 23 2023	7787	Henderson Electric Manitoulin Inc	5,571.74	Generator Replacement
Feb 23 2023	7788	Identifiable Individual	71.12	Refund for Event
Feb 23 2023	7789	Linde Canada Ltd.	538.04	Cylinder Lease
Feb 23 2023	7790	Strongco	486.63	Truck Maintenance
		Total	<u>\$ 15,025.91</u>	

Mar 2 2023	7791	Allens Auto Parts	54.22	Truck Maintenance
Mar 2 2023	7792	Amcto Zone 7	95.00	Professional Dev
Mar 2 2023	7793	Bell Mobility	153.35	Cell Phones
Mar 2 2023	7794	Identifiable Individual	300.00	Refund
Mar 2 2023	7795	Bridal Veil Variety	179.13	Fuel
Mar 2 2023	7796	Build North Construction Inc.	45,101.29	Small Craft Harbour
Mar 2 2023	7797	Encompass IT	1,899.53	Computer
Mar 2 2023	7798	Manitoulin Centennial Manor	20,083.21	Quarterly Fee
Mar 2 2023	7799	McDougall Energy Inc.	2,624.90	Fuel
Mar 2 2023	7800	PRO-GAS	1,559.40	Generator
Mar 2 2023	7801	Purolator Courier Ltd	58.75	Parts Delivery
Mar 2 2023	7802	R.J. Burnside & Associates Limited	1,130.00	Eng. Waterfront
Mar 2 2023	7803	The Manitoulin Expositor	893.94	Advertisements
Mar 2 2023	7804	Town of Northeastern Manitoulin & the Isla	2,499.00	Tourist Booth
Mar 2 2023	7805	UCCM Castle Building Supplies	63.60	Supplies
		Total	<u>\$ 76,695.32</u>	

Direct Debit

Mar 4 2023	DD	Superior Propane	1,232.66	Propane
Feb 25 2023	DD	LBPC Leasing Ltd	175.00	Photocopier
Mar 1 2023	DD	Manitoulin Sudbury District DSAB	31,434.41	Monthly Pymt SS
		Total	<u>\$ 32,842.07</u>	

Total Accounts Payable \$ 124,563.30



BY-LAW NO 2023-19

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 March 7th 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 "March 7th , 2023 Confirmatory By-Law".

READ a FIRST and SECOND TIME this 7th day of March, 2023

READ a THIRD TIME and FINALLY PASSED this 7th day of March, 2023

Bryan Barker, Mayor

Emily Dance, CAO/Clerk