



The Corporation of the Township of Billings

Council Meeting Agenda

March 5, 2024 7:00 p.m.

Kagawong Park Centre

Council

Bryan Barker, Mayor

David Hillyard, Deputy Mayor

Ian Anderson, Councillor

Vince Grogan, Councillor

Michael Hunt, Councillor

Staff

Emily Dance, CAO/Clerk

Tiana Mills, Deputy Clerk

Arthur Moran, By-Law Enforcement, Health and Safety, Emergency Management

1. Call to Order

Mayor Bryan Barker to call the meeting to order.

2. Approval of Agenda

2.1. Confirm approval of the agenda.

3. Delegation

4. Disclosure of Pecuniary Interest

5. Adoption of Minutes

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

5.1. Regular Council Meeting – February 20, 2024

5.2. Committee of the Whole Meeting – February 27, 2024

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. BE-2024-03-01 – By-Law Enforcement Bi-monthly Report

7.2. BE-2024-03-02 – Open Air Burning By-Law Update

7.3. HS-2024-03-01-Health and Safety Bi-monthly Report

7.4. BP-2024-03-02 – Proposed Land Exchange – Jerusalem Hill Road (2)

7.5. CLK-2024-03-04-Island Wide Waste Management Resource Committee request

8. Correspondence Requiring Direction

9. Information

- 9.1. Ontario Trillium Foundation Funding Decision – Unsuccessful - Technological infrastructure upgrades. (server, software and hardware)
- 9.2. Emergency Management Ontario Community Emergency Preparedness Grant (CEPG) Unsuccessful – (generator for public works, chainsaws, electric current detector and handheld radios).
- 9.3. Town of Plympton-Wyoming and Prince Edward County– Expanding the Life of Fire Apparatus
- 9.4. Prince Edward County – Review of Ontario Works and Ontario Disability Support Program Financial Assistance Rates
- 9.5. Township of Perry – Amend Blue Box Regulation for ‘Ineligible’ Sources
- 9.6. Ministry of Transportation – Licence Plate Renewal proposed changes.
- 9.7. Ministry of the Environment Conservation and Parks - Ontario’s environmental assessment (EA) program

10. Accounts for Payment

- 10.1. Accounts for Payment – February 28, 2024

11. By-Laws and Agreements

- 11.1. 2024-14-Annual Monitoring Reporting and Well Improvement Agreement - Pinchin
- 11.2. 2024-15 – Old Mill Road Bridge Replacement Tender MCA By-Law
- 11.3. 2024-16 – Township of Billings Committee Appointment Amendment (2) By-Law
- 11.4. 2024-17 – Appoint Volunteer Firefighters By-Law Amendment (1) By-Law

12. Notice of Motions

- 12.1. Notice of Motion – Mayor Barker

WHEREAS the Township of Billings is looking to find ways to facilitate attainable housing options for our residents;

AND WHEREAS to realize our potential and protect the overall economic health and well-being of our community, we need to make space to welcome new community members AND provide alternative housing options for residents that wish to remain in the area;

AND WHEREAS the Township of Billings owns vacant land located off Old Mill Road being legally described as Concession 16 Part Lot 27 RP 31R-377 parts 1,2 and 4;

NOW THEREFORE BE IT RESOLVED THAT Council direct staff to engage with a consultant to bring back a report with available options for the development of the lands for residential use.

13. Closed Session

- 13.1. THAT the Township of Billings Council hereby moves into Closed Session pursuant to [s. 239(3.1)] Educating or training members of the council, local board or



committee – Council Code of Conduct AND FURTHER returns to open session upon completion.

14. Confirmatory By-Law

- 14.1. By-Law No. 2024-18 Being the March 5th , 2024 Confirmatory By-Law

15. Adjournment

- 15.1. Motion to Adjourn

Document Accessibility

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

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

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



The Corporation of the Township of Billings

Council Meeting Minutes

February 20th, 2024 7:00 p.m.

Kagawong Park Centre

Council

Bryan Barker, Mayor

David Hillyard, Deputy Mayor

Ian Anderson, Councillor

Vince Grogan, Councillor

Michael Hunt, Councillor

Staff

Emily Dance, CAO/Clerk

Tiana Mills, Deputy Clerk

Harmony Hancock, Director of Finance/Treasurer (*virtual*)

Todd Gordon, Municipal Project Manager

1. Call to Order

Mayor Bryan Barker called the meeting to order at 7:00 p.m.

2. Approval of Agenda

2.1. Confirm approval of the agenda.

2024-47

Moved by Grogan Seconded by Anderson

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

Carried.

3. Delegation

3.1. Island Wide Waste Management Resource Committee Delegation

Mayor Barker welcomed representatives from the Island Wide Waste Management Resource Committee, Vince Grogan, Dale Scott and Paul Darlaston who delivered a presentation to Council.

By consensus of Council, staff was directed to bring back a report on the committees requests.

4. Disclosure of Pecuniary Interest

I, Councillor Ian Anderson, declare a potential indirect pecuniary interest on Agenda Item No: 10.1 Item Title: Accounts for Payment for the following reason: I received a \$50 payment for removal of a coyote from a local far within Billings Township.



5. Adoption of Minutes

- 5.1. Regular Council Meeting – January 16th, 2024
- 5.2. Special Council Meeting – January 29th, 2024
- 5.3. Special Council Meeting – Strategic Plan Town Hall Afternoon Session – February 1st, 2024
- 5.4. Special Council Meeting – Strategic Plan Town Hall Evening Session – February 1st, 2024
- 5.5. Special Council Meeting – Strategic Plan Workshop – February 2nd, 2024
- 5.6. Special Council Meeting – Strategic Plan Workshop – February 3rd, 2024
- 5.7. Regular Council Meeting – February 6th, 2024

2024-48

Moved by Hunt Seconded by Grogan

THAT the January 16th, 2024 Regular Council Meeting minutes, the January 29th, 2024 Special Council Meeting minutes, the February 1st, 2024 Special Council Meeting minutes (2), February 2nd, 2024 Special Council Meeting minutes, February 3rd, 2024 Special Council Meeting minutes and the February 6th, 2024 Regular Council Meeting minutes be adopted as presented.

Carried.

6. Committee Reports

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

- 6.1.1. Community Policing Advisory Committee (CPAC) Minutes - November 8th, 2023

Councillor Hunt gave a verbal update regarding a previous Library Committee Meeting where the 2024 Library Budget was discussed.

2024-49

Moved by Anderson Seconded by Hillyard

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

Carried.

7. Staff Reports

- 7.1. PW-2024-02-03 Annual Monitoring, Reporting and Well Improvement Program Proposal

2024-50

Moved by Grogan Seconded by Hunt



THAT the Township of Billings Council hereby approves report PW-2024-02-03 AND receives for information the 2023 annual monitoring report for the Kagawong Landfill AND FURTHER accepts the proposal from Pinchin for the 2024-2026 monitoring and summary report for the Kagawong Landfill AND FURTHER authorizes the appropriate By-Law coming forward.

Carried.

7.2. TR-2024-02-04 Council Remuneration, 2023
2024-51

Moved by Anderson Seconded by Hunt

THAT the Township of Billings Council hereby receives for Information Report TR-2024-02-04.

Carried.

7.3. TR-2024-02-05 2024 Insurance Proposal
2024-52

Moved by Anderson Seconded by Grogan

THAT the Township of Billings Council hereby approves Report TR-2024-02-05 AND approves the 2024 Municipal Insurance Renewal Proposal with Marsh Canada in the amount of \$77,779.

Carried.

7.4. MPM-2024-02-02 91 Main Kagawong Fitness Centre (2)
2024-53

Council added two additional options for consideration; 4. sell the building; 5. remain in current state with intent for renovations overtime.

Moved by Grogan Seconded by Hunt

THAT the Township of Billings Council hereby approves Report MPM-2024-02-02, AND directs staff to investigate the following options for 91 Main Street: 3. demolition, 4. sell the building and 5. remain in current state with intent for renovations overtime.

Carried.

7.5. MPM-2024-02-03 Old Mill Road Bridge Replacement– Tender Results
2024-54

Moved by Hunt Seconded by Anderson

THAT the Township of Billings Council hereby approves Report MPM-2024-02-05 AND accepts the proposal from MCA Contracting Ltd., in the amount of \$1,252,905.66, for



replacement of the Old Mill Road Bridge, AND FURTHER approves the appropriate By-law coming forward at the March 5th, 2024 meeting.

Carried.

7.6. CLK-2024-02-01 Committee Appointment
2024-55

Moved by Grogan Seconded by Anderson

THAT the Township of Billings Council hereby appoints Ian Anderson to the Manitoulin-Sudbury District Services Board Ian Anderson to the Board of Management for the District of Centennial Manor Ian Anderson to the Western Manitoulin Economic Development Committee.

Carried.

7.7. CLK-2024-02-02 Ad-Hoc Committee – Municipal Owned Water System
2024-56

Moved by Grogan Seconded by Hillyard

THAT the Township of Billings Council approves the Terms of Reference for the Municipal Owned Water System Policy Ad-Hoc Committee AND appoints Vince Grogan to Chair the Committee AND FURTHER directs staff to advertise to fill the public appointment positions as per current Committee procedures.

Carried.

7.8. CLK-2024-02-03 Rural Economic Development Program
2024-57

Moved by Grogan Seconded by Hillyard

THAT the Township of Billings Council hereby approves report CLK-2024-02-03 AND provides support to the Town of Gore Bay in their application to the RED program for a marketing plan to raise awareness of the amenities in Gore Bay and the Township of Billings.

Carried.

8. Correspondence Requiring Direction

There were no items under correspondence requiring direction.

9. Information

9.1. Gore Bay Fish and Game Club Thank You Letter

9.2. Manitoulin Phragmites Results of 2023 Work

9.3. Association of Ontario Roads Supervisors (AORS) Skills Development Fund



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- 9.4. The Township of Greater Madawaska Support for Bill C-310
 - 9.5. The Township of Wainfleet Cemetery Transfer/Abandonment Administration & Management Support Request
 - 9.6. Oil, Gas and Salt Resources Act, Changes for Special projects and Well Security
 - 9.7. Manitoulin-Sudbury District Services Board: Support of the National Housing Accord
 - 9.8. Public Health Sudbury and Districts: Household Food Insecurity
 - 9.9. Governance Structure Review of Boards of Management for Territorial District Homes
 - 9.10. Town of Mono Road Safety Emergency
 - 9.11. Community Safety and Policing Act Notice
 - 9.12. County of Renfrew Affordability of Water and Wastewater Systems

2024-58

Moved by Grogan Seconded by Hunt

THAT the Township of Billings Council hereby receives for information all items listed in Section 9 AND FURTHER support items 9.3, 9.7, 9.8 and 9.12 on behalf of Billings Township. AND FURTHER directs staff to circulate as appropriate.

Carried.

10. Accounts for Payment

- 10.1. Accounts for Payment – January 18th, 2024 & February 8th, 2024

2024-59

Moved by Hunt Seconded by Grogan

THAT the Township of Billings Council hereby approves, ratifies, and confirms the January 18th, 2024 and February 8th, 2024 Accounts for Payment as presented.

Carried.

11. By-Laws and Agreements

- 11.1. 2024-09 Amend Speed Limit

2024-60

Moved by Hunt Seconded by Anderson

THAT By-Law No. 2024-09 being a by-law to amend By-Law No 2004-36 being a By-Law to confirm speed limits of municipal roads within the Township of Billings be read a first, second, and third time and finally passed this 20th day of February, 2024.

Carried.

- 11.2. 2024-10 Video Monitoring Policy

2024-61

Moved by Anderson Seconded by Grogan



THAT By-Law No. 2024-10 being a by-law to adopt a video monitoring policy for the Township of Billings be read a first, second, and third time and finally passed this 20th day of February, 2024.

Carried.

11.3. 2024-11 Encroachment Agreement – 736 Lakeshore Rd
2024-62

Moved by Hunt Seconded by Anderson

THAT By-Law No. 2024-11 being a by-law to authorize entering into an encroachment agreement with Lisa Cunningham-Mills, Steven Mills, Jacob Mills, and Spencer Mills be read a first, second, and third time and finally passed this 20th day of February, 2024.

Carried.

12. Notice of Motions

None.

13. Closed Session

2024-63

Moved by Grogan 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 (2) – Volunteer Fire Fighter Application, and an identifiable individual; and pursuant [s. 239(2)(d)] Labour relations or employee negotiations CAO/Clerk recruitment; AND pursuant to [s. 239(2)(i)] Third-party information supplied in confidence to the municipality of a technical and commercial nature – Fiber Optic AND FURTHER returns to open session upon completion.

Carried.

14. Report out of Closed Session

2024-71

Moved by Grogan Seconded by Anderson

THAT Mayor Barker reported a closed meeting was held and information was received regarding an identifiable individual AND direction was given to staff regarding fibre optics.

Carried.

2024-72

Moved by Hunt Seconded by Hillyard



THAT the Township of Billings Council hereby appoints Shawn McLennan to the Township of Billings Volunteer Fire Department AND authorize the appropriate amending By-Law coming forward

Carried.

2024-73

Moved by Hunt Seconded by Grogan

THAT the Township of Billings Council hereby directs staff to enter into an agreement with Waterhouse Recruitment for the CAO/Clerk position AND THAT By-Law No. 2024-12 being a by-law to enter into an agreement with Waterhouse Executive Search for the Recruitment of a CAO/Clerk be read a first, second, and third time and finally passed this 20th day of February, 2024.

Carried.

15. Confirmatory By-Law

15.1. By-Law No. 2024-13 Being the February 20th, 2024 Confirmatory By-Law
2024-74

Moved by Anderson Seconded by Hillyard

THAT By-Law No. 2024-13 Being the February 20th, 2024 Confirmatory By-Law be read a first, second, third time and finally passed this 20th day of February, 2024.

Carried.

16. Adjournment

16.1. Motion to Adjourn

2024-75

Moved by Grogan Seconded by Hunt

THAT the Township of Billings Council hereby adjourn at 9:42 p.m.

Carried.

Mayor Bryan Barker

CAO/Clerk Emily Dance



The Corporation of the Township of Billings
Committee of the Whole Meeting Minutes
February 27, 2024
Park Centre – 39 Henry Drive, Kagawong

Council

Bryan Barker, Mayor
David Hillyard, Deputy Mayor
Ian Anderson, Councillor
Vince Grogan, Councillor
Michael Hunt, Councillor

Staff

Emily Dance, CAO/Clerk
Harmony Hancock, Director of Finance/Treasurer
Todd Gordon, Municipal Project Manager
Tina Beckerton, Accounts Payable/Tax Clerk

1. Call to Order

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

2. Approval of Agenda

2.1. Confirm approval of the agenda.

Motion

2024-76

Moved By Grogan

Seconded By Anderson

THAT the Township of Billings Committee of the Whole hereby approves the February 27, 2024 Special Meeting Agenda as presented.

Carried.

3. Disclosure of Pecuniary Interest

None noted.

4. Staff Reports

4.1. Report TR-2024-02-06-Township of Billings Tax Ratio

2024-77

Motion

Moved By Hunt

Seconded By Grogan



THAT the Township of Billings Committee of the Whole hereby approves Report TR-2023-07-09 AND recommends that Council adopt the Tax Ratio for the Township of Billings as follows: Residential 1.000, Commercial 1.000, Industrial 1.000 Farm 0.250, Managed Forest 0.250.

Carried.

4.2. Report TR-2024-02-07 - Committee Budgets

Motion

2024-78

Moved By Hillyard

Seconded By Anderson

THAT the Township of Billings Committee of the Whole hereby recommends approval of the 2024 Parks, Recreation and Wellness Budget AND FURTHER authorize the expenses be included in the 2024 Township of Billings budget.

Carried.

Motion

2024-79

Moved By Grogan

Seconded By Hunt

THAT the Township of Billings Committee of the Whole hereby recommends approval of the 2024 Billings Museum Board Budget AND FURTHER authorize the expenses be included in the 2024 Township of Billings budget.

Carried.

Motion

2024-80

Moved By Hillyard

Seconded By Anderson

THAT the Township of Billings Committee of the Whole hereby recommends approval of the 2024 Climate Action Committee Budget AND FURTHER authorize the expenses be included in the 2024 Township of Billings budget.

Carried.

Motion

2024-81

Moved By Grogan

Seconded By Anderson

THAT the Township of Billings Committee of the Whole hereby recommends approval of the 2024 Billings Public Library Board Budget. FURTHER authorize the expenses be included in the 2024 Township of Billings budget.

Carried.



4.3. Report TR-2024-02-08-Township of Billings 2024 Draft Budget Operating and Capital Motion

2024-82

Moved By Anderson

Seconded By Hunt

THAT the Township of Billings Committee of the Whole hereby receives for information Report TR-2024-02-08

Carried.

4.4. Report TR-2024-02-09 - 2023 Carry-over projects and pre-budget approval Motion

2024-83

Moved By Grogan

Seconded By Hillyard

THAT the Township of Billings Committee of the Whole recommends the 2023 carry-over expenses AND items with pre-budget approval be brought forward to the 2024 Township of Billings budget.

Carried.

4.5. Report TR-2024-02-10 -2024 New requests

Motion

2024-84

Moved By Anderson

Seconded By Hunt

THAT the Township of Billings Committee of the Whole hereby recommends the 2024 new requests be brought forward to the 2024 Township of Billings budget

Carried.

4.6. Report TR-2024-02-11-Revenue

Motion

2024-85

Moved By Grogan

Seconded By Hillyard

THAT the Township of Billings Committee of the Whole hereby recommends the proposed revenue budget in principle acknowledging that once further discussion are held the Committee may recommend an increase or decrease in the suggested 5% municipal tax rate increase.

Carried.

4.7. Report TR-2024-02-12-Capital Budget

Motion

2024-86

Moved By Anderson

Seconded By Hunt

THAT the Township of Billings Committee of the Whole hereby recommends the proposed capital budget be brought forward to the 2024 Township of Billings budget.

Carried.



4.8. Report TR-2024-02-13 Operating Budget

4.8.1. Expenses Wages

Motion

2024-87

Moved By Grogan

Seconded By Anderson

THAT the Township of Billings Committee of the Whole hereby recommends the proposed wages and benefits be brought forward to the 2024 Township of Billings budget.

Carried.

4.8.2. Expenses – Administration

Motion

2024-88

Moved By Grogan

Seconded By Anderson

THAT the Township of Billings Committee of the Whole hereby recommends the proposed administration expense is to be brought forward to the 2024 Township of Billings budget.

Carried.

4.8.3. Expenses – Building and Equipment

Motion

2024-89

Moved By Hunt

Seconded By Anderson

THAT the Township of Billings Committee of the Whole hereby recommends the proposed Building and Equipment expense be brought forward to the 2024 Township of Billings budget.

Carried.

4.8.4. Expenses – Other

Motion

2024-90

Moved By Hunt

Seconded By Anderson

THAT the Township of Billings Committee of the Whole hereby recommends the proposed Other expense be brought forward to the 2024 Township of Billings budget.

Carried.

4.8.5. Expenses – Public Services

Motion

2024-91

Moved By Grogan

Seconded By Hunt



THAT the Township of Billings Committee of the Whole hereby recommends the proposed Public Services expense be brought forward to the 2024 Township of Billings budget.

Carried.

4.8.6. Expenses – Roads

Motion

2024-92

Moved By Grogan

Seconded By Anderson

THAT the Township of Billings Committee of the Whole hereby recommends the proposed Roads expense be brought forward to the 2024 Township of Billings budget.

Carried.

4.8.7. Expenses – Supplies and Equipment

Motion

2024-93

Moved By Anderson

Seconded By Hunt

THAT the Township of Billings Committee of the Whole hereby recommends the proposed Supplies and Equipment expense be brought forward to the 2024 Township of Billings budget.

Carried.

4.8.8. Expenses – Utilities

Motion

2024-94

Moved By Hunt

Seconded By Hillyard

THAT the Township of Billings Committee of the Whole hereby recommends the proposed Utilities expense be brought forward to the 2024 Township of Billings budget.

Carried.

4.9. 2024 Township of Billings Draft Budget direction

2024-95

Motion

Moved By Grogan

Seconded By Anderson

THAT the Township of Billings Committee of the Whole hereby recommends the 2024 Township of Billings budget come forward with a 5% increase to the municipal tax rate AND FURTHER directs staff to provide notice to the public on the proposed rate increase with comments being received until March 14, 2024 AND FURTHER the 2024



Township of Billings Budget be brought forward to the March 19, 2024 Council Meeting.

Defeated

Motion

2024-96

Moved By Grogan

Seconded By Hillyard

THAT the Township of Billings Committee of the Whole hereby recommends the 2024 Township of Billings budget as amended with a reduction to the cedar maze to \$10,000 and 91 Main Street \$18,000 come forward with a 4% increase to the municipal tax rate AND FURTHER directs staff to provide notice to the public on the proposed rate increase with comments being received until March 14, 2024 AND FURTHER the 2024 Township of Billings Budget be brought forward to the March 19, 2024 Council Meeting.

Carried.

5. Adjournment

5.1. Motion to Adjourn

Motion

2024-97

Moved By Hunt

Seconded By Grogan

THAT the Township of Billings Committee of the Whole hereby adjourns at 9:02 PM.

Carried.

Mayor Bryan Barker

CAO/Clerk Emily Dance



COUNCIL REPORT

Department: By-law

Date: March 5, 2024

Report Number: BE 2024-03-01

File: By-law Enforcement Bi-monthly Report

Recommendation:

THAT the Township of Billings Council hereby receives for information, Report Number BE-2024-03-01.

Background:

To update Council on occurrences involving By-law Enforcement for the period of January and February 2024.

Discussion:

a) Listed below are the bylaw contacts made since January 1, 2024

Type	Number of Calls	Calls to Date	Complaints
By-Law Enforcement	2	2	
Chicken By-Law Inquiries / Inspection			
Short-term Rental Inquiries / Inspection	2	2	
Recreational Trailer/Vehicles			
Property Standards	5	5	
Feeding Wildlife and Feral Animal			
Dog Control	2	2	
Zoning By-Law	1	1	
Noise			
Parking/Traffic			
Other (Open Air Burning)			

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

b) A draft copy of the revised Open-Air Burning Bylaw has been completed and has been reviewed by the CAO/Clerk and the Fire Chief and a draft copy has been forwarded to Council in report BE 2024-03-02.

Financial Impacts:

The are no financial impacts from this report.

Respectfully Submitted By: Arthur Moran, By-law Enforcement Officer.

Reviewed By: Emily Dance CAO/Clerk



COUNCIL REPORT

Department: By-law

Date: March 5, 2024

Report Number: BE 2024-03-01

File: Draft Open Air Burning By-law

Recommendation:

THAT the Township of Billings Council hereby approves Report Number BE-2024-03-02, regarding the review of the draft Open Air Burning By-Law AND FURTHER authorizes the amending By-Law coming forward.

Background:

At the September 5, 2023, Council meeting, as part of the bi-monthly bylaw report to Council (Report # BE 2023-09-07), there was discussion regarding amending bylaw # 2020-16.

As part of the discussion Council requested that a draft Open Air Burning bylaw be brought back to Council identifying the suggested amendments to the bylaw.

1) As requested by Council, there was a notice to the public posted on the Township website requesting input and suggestions regarding possible amendments to Bylaw 2020-16.

Note: There was 1 email response to the posting.

2) A discussion regarding the request from Council was held with the CAO, staff and the Township Fire Chief in following-up the identified suggested amendments:

a) Repeal By-law 2020-16

b) Include provisions regarding the use of charcoal barbeques during a fire ban.

c) Include provisions regarding the use of burn barrels, incinerators and other wood fired devices during a fire ban.

d) Include provisions regarding the use of open-flame deep fryers/boilers during a fire ban.

e) Include provisions regarding the use of fireworks during a fire ban.

f) Include provisions for the use of flying lanterns.

g) Review the current provision regarding the times of day that open-air burning can occur.

h) Include provisions regarding the definitions of the types of fire bans i.e., total fire ban, partial fire ban and a provincial fire ban.

i) Include a provision regarding persons who can declare/rescind a fire ban.

3) Burn Permits not being issued over the phone or at a minimum a person is required to come to the office to complete a permit application to verify that they understand the provisions of performing an open-air burn.

4) Consideration should be given to recent rainfall data and global warming effects.

Discussion:

Attached is the draft copy of the amended Open-Air Burning By-law for review.



Financial Impacts:

There are not any financial impacts from this report.

Respectfully Submitted By:

Arthur Moran, By-law Enforcement Officer.

Reviewed By:

Emily Dance, CAO/Clerk



THE CORPORATION OF THE TOWNSHIP OF BILLINGS

DRAFT

Being a bylaw to provide for the regulation of open-air burning and campfires, and precautions to be taken while operating open flame devices.

WHEREAS Section 7.1 of the *Fire Prevention and Protection Act, S.O. 1997* as amended provides that the Council may pass bylaws regulating the setting of open-air fires, including establishing the times which open-air fires may be set; and,

WHEREAS the *Fire Prevention and Protection Act, S.O. 1997* provides that the Chief Fire Official or Designate is required to approve open-air burning and appropriate fire safety provisions; and,

WHEREAS Section 130 of the *Municipal Act, S.O. 2001* provides that the Council may regulate matters related to the health, safety and well being of the inhabitants of the municipality; and,

WHEREAS Section 129 of the *Municipal Act S.O. 2001* provides that the Council can prohibit and regulate matters that it deems to be a public nuisance; and,

WHEREAS Section 391 of the *Municipal Act S.O. 2001* provides that municipalities may pass bylaws imposing fee or charges on any class of Persons for services or activities provided or done by or on behalf of it; and,

WHEREAS Section 427 of the *Municipal Act, S.O. 2001* provides that where the Council has the authority to direct or require by bylaw or otherwise that any matter or thing be done, the council may, by bylaw direct that, in default of its being done by the Person directed or required to do it, such matter or thing shall be done at the Person's expense and the Corporation may recover expenses incurred in doing it by adding the costs to the tax roll and collecting them in the same manner as taxes;

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

1.0 DEFINITIONS

1.1 "Approved" means approved by Chief Fire Official or Designate.

1.2 "Brush Fire" means a fire set for the purpose of burning brush, grass vegetation or leaf type material only.

1.3 "Burn Barrel" means a steel container similar in construction to a 45-gallon drum and with a volume no greater than that of a 45-gallon drum and is equipped with a spark arrestor or covered by a metal wire mesh with grid openings no larger than 5 millimetres.

1.4 "Burn Permit" means a burn permit which is issued by the Township in accordance with this Bylaw authorizing specific types of open-air burning. (i.e., brush and clean wood products).



1.5 “Bylaw Enforcement Officer” means a Person duly appointed by the Township of Billings Council to enforce its municipal bylaws.

1.6 “Campfire” means a fire set for cooking or warmth, approved by Chief Fire official or Designate, that is no greater than 66 centimetres in diameter and no more than 1 metre high; does not include barbeques.

1.7 “Charcoal Barbeque” means a device used for outdoor cooking in which the heat is provided from below, using charcoal or charcoal briquettes.

1.8 “Chief Fire Official” means the Fire Chief as defined in the *Fire Protection and Prevention Act S.O.1997*, who is appointed by the Township Council to oversee the operations of the Billings Volunteer Fire Dept. (BVFD)

1.9 “Competent Person” means a person that is aware of, and understands the safe operating procedures and hazards associated with the operation of a campfire, open-air fire, charcoal barbeque, wood fired devices, deep fryers/boilers and fireworks.

1.10 “Council” means the Council of the Township of Billings.

1.11 “Deck” means a combustible surface area attached to a structure.

1.12 “Designate” means the CAO/Clerk, Deputy Clerk or the Deputy Chief Fire Official.

1.13 “Fire Ban” means one of the following types of bans:

1.13.1 “Municipal, Total Fire Ban” means a fire ban that is issued by the Township Fire Chief or Designate under the authority of the *Fire Protection and Prevention Act S.O 1997*, which bans the use of campfires, the use of open-air fires, the use of fireworks, the use of burn barrels, the use of incinerators, the use of a chiminea

1.13.2 “Municipal, Partial Fire Ban” means a fire ban that is issued by the Township Fire Chief or Designate, under the authority of the *Fire Protection and Prevention Act S.O 1997*, which allows the use of campfires.

1.13.3 “Provincial Fire Ban” means a Ministerial order or an order from Office of the Provincial Fire Marshall that prohibits the lighting of fires in geographical areas or regions of their own discretion.

1.14 “Fire Department” means the Township of Billings Volunteer Fire Department.

1.15 “Fire Hazard Rating” means a rating system utilized by the Chief Fire Official or Designate to assess the possibility that any fire is safe or dangerous to light. The rating system is rated as Low, Moderate, High or Extreme.

1.16 “Fire Season” means the period of time from the 1st day of April through to the 31st day of October in each year or as determined by the Ministry of Natural Resources and Forestry (MNRF).

1.17 “Flying Lantern” means a small hot air balloon or other device that is used to carry an open flame which is fuelled by petroleum or wax based fuel. Also known as Sky Lantern, Chinese Lantern, Kongming Lantern or Wish Lantern.



1.18 "Incinerator" means a completely self-contained high temperature furnace, equipped with a spark arrestor, that is used to burn branches, clean wood products or wood by-products to ash.

1.19 "Township Property" means property owned or controlled by the Township of Billings

1.20 "Officer" means a person appointed by Council to enforce the Township bylaws or a Member of the O.P.P.

1.21 "Open-Air Fire" means a fire that is set for the purpose of disposing clean wood, wood by-products, brush or leaf products that is not greater than 2 metres in diameter and no more than 2 metres high. An Open-Air Fire does not include a campfire set for the purpose of cooking.

1.22 "Open-Flame Propane Deep Fryer/Boiling Unit" means an open flame outdoor cooking device that can be used for deep frying or boiling purposes.

1.23 "Person" means an individual, association, firm, partnership or corporation.

1.24 "Registered Owner" means the Person(s) whose name appears on deed for the property.

1.25 "Spark Arrestor" means a device which prevents the release of flammable debris from wood burning devices such as woodstoves, wood fired ovens, wood fired/pellet smokers, wood fired saunas, burn barrels, chimineas

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

1.27 "Wood-Fired Device" means, but is not limited to the following devices, woodstoves, wood fired ovens, wood fired/pellet smokers and wood fired saunas.

2.0 PROHIBITIONS AND CONDITIONS FOR CAMPFIRES

2.1 No Person shall set a Campfire within 8 metres of any structure or combustible object.

2.2 No Person shall set a Campfire if the weather/wind conditions may cause a decrease in visibility on any highway.

2.3 No Person shall set a campfire that causes the rapid spread of fire through grass, brush, forested area or where property is not intended to be burned.

2.4 No Person shall set a Campfire that has an adverse impact on other Person(s) or property.

2.5 No Person shall set a Campfire and burn household garbage, construction materials, materials made of or containing rubber, plastic, paint, tar, chemical wastes, pressure treated wood, synthetic or man-made materials or any other materials that create excessive smoke or odour.

2.6 No Person shall set a Campfire shall unless there is a Competent Person to be in charge/control of the fire.

2.7 No Person shall set a Campfire without having a method of controlling or extinguishing the fire readily available.

2.8 No Person shall set a Campfire on a highway or asphalt surface.



2.9 No person shall set a Campfire on any Township Property unless prior arrangements have been made with the Chief Fire Official or Designate or the CAO/Clerk.

2.10 No Person shall set a Campfire during a Municipal Fire Ban.

2.11 No Person shall set a campfire during a Provincial Fire Ban

2.12 No Person shall set a Campfire in a Restricted Fire Zone.

3.0 PROHIBITIONS AND CONDITIONS FOR OPEN-AIR BURNING

3.1 No Person shall set an Open-Air Fire during the **Fire Season** unless an approved Burn Permit is obtained from the Township and that the Burn Permit identifies the Person authorized to perform the burn, the location of the burn, the date of the burn and the material to be burned.

3.2 No Person shall permit an Open-Air Fire to occur outside of the allotted time frames identified on the Burn Permit.

3.3 No Person shall set an Open-Air Fire within 8 metres of any structure or combustible object.

3.4 No Person shall permit an Open-Air Fire unless the burn is supervised by a Competent Person.

3.5 No Person shall permit an Open-Air Fire unless extinguishing and fire control tools must be readily available.

3.6 No Person shall set an Open-Air fire in a location that is not accessible by emergency vehicles.

3.7 No Person shall set an Open-Air Fire and burn household garbage, construction materials, materials made of or containing rubber, plastic, paint, tar, chemical wastes, pressure treated wood, synthetic or man-made materials or any other materials that create excessive smoke or odour.

3.8 No person shall set an Open-Air Fire on a highway or asphalt surface.

3.9 No Person shall set an Open-Air Fire that causes a decrease in visibility on a highway.

3.10 No Person shall set an Open-Air Fire that causes the rapid spread of fire through grass, brush, forested area or on property that is not intended to be burned.

3.11 No Person shall set an Open-Air Fire that causes an adverse impact on another Person(s) property.

3.12 No Person shall set an Open-Air Fire during a Municipal Fire Ban.

3.13 No Person shall set an Open-Air Fire during a Provincial Fire Ban

3.14 No Person shall set an Open-Air Fire in a Restricted Fire Zone.

3.15 The Chief Fire Official or Designate may, in extenuating circumstances for major projects or ceremonial activities not previously considered, authorize in writing to a Person, to burn under conditions other than those listed in section 3.2.

4.0 PROHIBITIONS AND CONDITIONS FOR OPERATING CHARCOAL BARBEQUES DURING A FIRE BAN

4.1 No person shall operate a Charcoal Barbeque within 8 metres from any forest or bush area.

4.2 No person shall operate a Charcoal Barbeque within 5 metres from any flammable materials or structure.

4.3 No person shall operate a Charcoal Barbeque unless it is manufactured of non-flammable materials and enclosed on all sides with an appropriate Spark Arrestor.

4.4 No person shall operate a Charcoal Barbeque unless there are fire extinguishing devices available.

4.5 A Charcoal Barbeque shall only be operated by a Competent Person.

4.6 No person shall leave a lit Charcoal Barbeque unattended.

4.7 No Person operating a Charcoal Barbeque shall dispose of coals or ashes unless they are completely extinguished.

5.0 PROHIBITIONS AND CONDITIONS FOR OPERATING WOOD-FIRED DEVICES DURING A FIRE BAN

5.1 No Person shall operate a Wood Fired Device within 8 metres away from any forest or bush area.

5.2 No Person shall operate a Wood Fired Device within 5 metres from any flammable materials or structure.

5.3 No person shall operate a Wood Fired Device unless it is situated on a non-flammable surface.

5.4 No Person shall operate a Wood Fired Device unless the device is equipped with the necessary Spark Arrestors, vents or chimneys.

5.5 No Person using a Wood Fired Device shall burn household garbage, construction materials, materials made of or containing rubber, plastic, paint, tar, chemical wastes, pressure treated wood, synthetic or man-made materials or any other materials that create excessive smoke or odour.

5.6 A Wood Fired Device shall only be operated by a Competent Person.

5.7 No Person shall operate a Wood Fired Device unless there are fire extinguishing devices available.

5.8 No Person operating a Wood Fired Device shall dispose of coals or ashes unless they are completely extinguished.

5.9 No Person shall leave a lit Wood Fired Device unattended.

6.0 PROHIBITIONS AND CONDITIONS FOR OPERATING OPEN-FLAME PROPANE DEEP FRYERS/BOILERS DURING A FIRE BAN

6.1 No Person shall operate an Open-Flame Deep Fryer/Boiler within 5 metres from any forest or bush area.

6.2 No Person shall operate an Open-Flame Deep Fryer/Boiler within 3 metres from any flammable materials or structure.

6.3 No Person shall operate an Open-Flame Deep Fryer/Boiler within unless it is situated on a non-flammable surface.

6.4 No Person shall operate an Open-Flame Deep Fryer/Boiler without having fire extinguishing devices available.

6.5 No Person shall leave an Open-Flame Deep Fryer/Boiler unattended.

6.6 Open-Flame Deep Fryers/Boilers shall only be operated by a Competent Person.

7.0 PROHIBITIONS AND CONDITIONS FOR THE USE/IGNITION OF FIREWORKS AND FLYING LANTERNS DURING A FIRE BAN

7.1 No Person shall use/ignite Flying Lanterns.

7.2 Fireworks shall only be used/ignited by a Competent Person.

7.3 No Person shall use/ignite Fireworks during a Municipal Fire Ban.

7.4 No Person shall use/ignite Fireworks during a Provincial Fire Ban.

7.5. No Person shall use/ignite Fireworks in a restricted Fire Zone.



Note: The Township may grant permission upon request under the conditions that a professionally licensed or insured Person is responsible for the setting of the fireworks. All authorizations will be approved under the guidance of the CAO/Clerk or Chief Fire Official. No Person shall use or set off fireworks during a Fire Ban or Restriction without authorization.

8.0 Use of Burn Barrels and Incinerators

8.1 No Person shall use a Burn Barrel or an Incinerator for the purposes of burning within the Township unless the Burn Barrel or Incinerator is being used in an area designated as Agricultural (A), Rural (R) or Shoreline Residential (SR) as per Billings Township Official Plan and Zoning Bylaw.

8.2 No person shall operate a Burn Barrel or an Incinerator within 5 metres from any forest or bush area.

8.3 No person shall operate a Burn Barrel or an Incinerator within 3 metres from any flammable materials or structure.

8.4 No person shall operate a Burn Barrel or an Incinerator unless it is manufactured of non-flammable materials and enclosed on all sides and equipped with an appropriate Spark Arrestor.

8.5 No person shall operate a Burn Barrel unless there are fire extinguishing devices available.

8.6 A Burn Barrel or Incinerator shall only be operated by a Competent Person.

8.7 No person shall leave a lit Burn Barrel or Incinerator unattended.

8.8 No Person operating a Burn Barrel or an Incinerator shall dispose of coals or ashes unless they are completely extinguished.

9.0 EXEMPTIONS

9.1 Propane and natural gas barbeques or propane heating devices are exempt.

9.2 Any fires under the direct supervision of the Township Fire Department for training or demonstration purposes are exempt.

9.3 The Township may grant permission upon request under the conditions that a professionally licensed or insured Person is responsible for the setting of the fireworks. All authorizations will be approved under the guidance of the CAO/Clerk and Chief Fire Official. No Person shall use or set off fireworks during a Fire Ban or Restriction without authorization.

10.0 ENFORCEMENT AND PENALTIES

10.1 This Bylaw shall be enforced by the Township Bylaw Enforcement Officer, The Chief Fire Officer or Designate who are designated by Council or by an officer of the O.P.P.

10.2 Any Person who contravenes or fails to comply with any provision of this Bylaw is guilty of an offence and upon conviction is liable to a fine as provided by the *Provincial Offences Act, R.S.O. 1990, chapter P.33* as amended. (See Schedule "A").

10.3 No Person shall hinder or obstruct or attempt to hinder or obstruct an Officer, Fire Chief and or their Designates who is exercising a power or performing a duty under this Bylaw.

10.4 The Township reserves the right to recover the costs associated with the extinguishment of a fire which has been set in contravention of the provisions of this Bylaw. These costs will be above any set fines and at a rate set by the Township.



10.5 The fees associated for fire extinguishment will be applied to the Property Owners Tax Roll if the fee is not paid in an agreed upon time frame that has been arranged with the CAO/Clerk.

11.0 ISSUING AND RESCINDING FIRE BANS

11.1 Municipal Fire Bans and Partial Fire Bans shall be issued at the discretion of the Township Fire Chief or their Designate.

11.2 Municipal Fire Bans and Partial Fire Bans shall be removed at the discretion of the Township Fire Chief or their Designate.

12.0 ISSUING/REVOCAION OF BURN PERMITS

12.1 Any Person applying for a Burn Permit must do so in Person at the Township office or on the Township website.

12.2 The Person applying must provide identification and complete all questions on the Burn Permit Application.

12.3 The Burn Permit Application will be reviewed and approved or denied within 3 working days, by the Chief Fire Official or Designate, dependant on any restrictions, accuracy of information provided or other extenuating circumstances.

12.4 The issued Burn Permit will only be valid for the date(s) indicated on the Permit.

12.5 The Chief Fire Official or designate has the authority to revoke a Burn Permit at any time if it is determined that the holder of the Burn Permit is not complying by the provisions of this Bylaw or if changes occur regarding Fire Hazard Rating, Municipal Fire Ban or Restricted Fire Zone directives.

12.6 Burn Permits are non-transferable.

13.0 SEVERABILITY

13.1 If any provision or part of this Bylaw is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part in particular circumstances, the balance of the bylaw or its application in other circumstances, shall not be affected and shall continue in full force and effect.

14.0 ADMINISTRATION

14.1 This Bylaw repeals Township of Billings Bylaw 2020-16.

14.2 This Bylaw shall be enforced within the boundaries of Billings Township.

14.3 This Bylaw will come into effect upon the final passing thereof.

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

BY-LAW 2024-??

Schedule 'A'

Part 1 Provincial Offenses Act

BY-LAW 2020-16: Being a bylaw to provide for the regulation of open-air burning and precautions to be taken while burning

Item	Short Form Wording	Provision creating or defining offence	Set Fine
1	Set Camp Fire within 8 metres of structures	2.1	\$500.00
2	Set Camp Fire in unsafe wind/weather conditions	2.2	\$500.00
3	Set fire that causes spread of fire onto adjacent property.	2.3	\$500.00
4	Set Camp Fire that affects other property	2.4	\$500.00
5	Burn unauthorized materials	2.5	\$500.00
6	Set fire without Competent Person present	2.6	\$500.00
7	Fire control tools or extinguisher not available	2.7	\$500.00
8	Set fire on highway or asphalt surface	2.8	\$500.00
9	Set fire on Township property without permission	2.9	\$500.00
10	Set a fire during Municipal Fire Ban	2.10	\$700.00
11	Set a fire during Provincial Fire Ban	2.11	\$700.00
12	Set a fire in a Restricted Fire Zone	2.12	\$700.00
13	Set Open-Air Fire without a Permit	3.1	\$500.00
14	Set fire outside of allotted times	3.2	\$300.00
15	Set Open-Air fire with 8 metres of a structure	3.3	\$500.00
16	Set fire without Competent Person present	3.4	\$500.00
17	Fire control tools or extinguisher not available	3.5	\$500.00
18	Set Fire in inaccessible are by emergency vehicles.	3.6	\$500.00
19	Burn unauthorized materials	3.7	\$500.00
20	Set open fire on highway or asphalt surface	3.8	\$500.00
21	Set fire that reduces highway visibility	3.9	\$500.00
22	Set Open-Air Fire that spreads to forested or grassy area	3.10	\$700.00
23	Set Open-Air Fire that spreads to other property	3.11	\$700.00



24	Set Open Air Fire during Municipal Fire Ban	3.12	\$700.00
25	Set Open Air Fire during Provincial Fire Ban	3.13	\$700.00
26	Set Open Air Fire in Restricted Fire Zone	3.14	
27	Operate Charcoal BBQ within 8 metres from bush/forest area during a Fire Ban	4.1	\$500.00
28	Operate Charcoal BBQ within 5 metres of flammable materials during a Fire Ban	4.2	\$500.00
29	Operate non-conforming Charcoal BBQ during a Fire Ban	4.3	\$500.00
30	Operate a Charcoal BBQ without fire extinguishing devices present during a Fire Ban	4.4	\$500.00
31	Operate a Charcoal BBQ without a Competent Person present	4.5	\$500.00
32	Leave Charcoal BBQ unattended during a Fire Ban	4.6	\$500.00
33	Improper disposal of hot charcoal coals and ashes.	4.7	\$500.00
34	Operate Wood Fired Device within 8 metres of a bush/forest area during a Fire Ban	5.1	\$500.00
35	Operate a Wood Fired Device within 5 metres of flammable materials or structure during a Fire Ban	5.2	\$500.00
36	Operate Wood Fired Device on a flammable surface during a Fire Ban	5.3	\$500.00
37	Operate a Wood Fired Device without Spark Arrestors, vents or chimneys during a Fire Ban	5.4	\$500.00
38	Burn unauthorized materials	5.5	\$500.00
39	Operate Wood Fired Device without Competent Person present	5.6	\$500.00
40	Operate Wood Fired Device without fire extinguisher devices available during a Fire Ban	5.7	\$500.00
41	Improper disposal of hot coals and ashes	5.8	\$500.00
42	Leave Wood Burning Device unattended	5.9	\$500.00
43	Operate Propane Deep Fryer/Boilers within 8 metres of bush/forest area during a Fire Ban	6.1	\$500.00
44	Operate Propane Deep Fryer/Boiler within 5 metres of flammable materials during a Fire Ban	6.2	\$500.00
45	Operate Propane Deep Fryer/Boiler on a flammable surface during a Fire Ban	6.3	\$500.00
46	Operate Propane Deep Fryer/Boiler without fire extinguishing devices available during a Fire Ban	6.4	\$500.00
47	Leave Wood Burning Device unattended	6.5	\$500.00



48	Operate Propane Deep Fryer/Boiler without Competent Person present	6.6	\$500.00
49	Use/ignite Flying Lantern	7.1	\$700.00
50	Use/ignite Fireworks without a competent person	7.2	\$700.00
51	Use/ignite Fireworks without fire extinguisher extinguishing devices available	7.3	\$500.00
52	Use/ignite Fireworks during a Municipal Fire Ban	7.4	\$700.00
53	Use/ignite Fireworks during a Provincial Fire Ban	7.5	\$700.00
54	Use/ignite Fireworks in a Restricted Fire Zone	7.6	\$700.00
55	Use Burn Barrel in an undesignated use zone	8.1	\$500.00
56	Operate Burn Barrel or Incinerator within 8 metres of bush/forest area.	8.2	\$500.00
57	Operate Burn Barrel or Incinerator within 5 metres of flammable materials	8.3	\$500.00
58	Operate unapproved Burn Barrel or Incinerator	8.4	\$500.00
59	Operate Burn Barrel or Incinerator without fire extinguisher devices available.	8.5	\$500.00
60	Operate Burn Barrel or Incinerator without Competent Person present.	8.6	\$500.00
61	Leave Burn Barrel or Incinerator unattended	8.7	\$500.00
62	Improper disposal of hot ashes.	8.8	\$500.00
63	Hinder or Obstruct Officer exercising their enforcement duties.	10.3	\$500.00

Note: The penalty provision for the offences indicated above is section 10.2 of this Bylaw No. 2024-?? of which a certified copy has been filed.

Note: Costs associated with extinguishing a fire caused by a contravention of this Bylaw will be recovered by the Township as per section 10.4 and 10.5 of this Bylaw No. 2024-??



Township of Billings Open-Air Fire Burning Permit

(Front Side)

Daily Permit for Open-Air Fires

Permit Number: _____

NAME: _____

ADDRESS: _____

PHONE: (H) _____ (C) _____

BURN DATE: _____ (valid for one week from this date)

BURN TIME: _____

LOCATION: _____

Note: Burn site must be accessible by emergency vehicles.

MATERIAL TO BE BURNT: _____

EXTINGUISHMENT: _____

(Describe equipment available, which shall include water and shovel)

The applicant agrees to comply with the provisions of By-law xx and agrees to assume responsibility for any damages and costs incurred resulting from the fire that this permit is issued.

(DATE)

(SIGNATURE OF APPLICANT)

(DATE)

(SIGNATURE OF ISSUING OFFICIAL)



Open Air Burning Provisions

(Reverse Side)

- a) No Person shall set an Open-Air Fire during the **Fire Season** unless an approved Burn Permit is obtained from the Township and that the Burn Permit identifies the Person authorized to perform the burn, the location of the burn, the date of the burn and the material to be burned.
- b) No Person shall permit an Open-Air Fire to occur outside of the allotted time frames identified on the Burn Permit.
- c) No Person shall set an Open-Air Fire within 8 metres of any structure or combustible object.
- d) No Person shall permit an Open-Air Fire unless the burn is supervised by a Competent Person.
- e) No Person shall permit an Open-Air Fire unless extinguishing and fire control tools must be readily available.
- f) No Person shall set an Open-Air fire in a location that is not accessible by emergency vehicles.
- g) No Person shall set an Open-Air Fire and burn household garbage, construction materials, materials made of or containing rubber, plastic, paint, tar, chemical wastes, pressure treated wood, synthetic or man-made materials or any other materials that create excessive smoke or odour.
- h) No person shall set an Open-Air Fire on a highway or asphalt surface.
- i) No Person shall set an Open-Air Fire that causes a decrease in visibility on a highway.
- j) No Person shall set an Open-Air Fire that causes the rapid spread of fire through grass, brush, forested area or on property that is not intended to be burned.
- k) No Person shall set an Open-Air Fire that causes an adverse impact on another Person(s) property.
- l) No Person shall set an Open-Air Fire during a Municipal Fire Ban.
- m) No Person shall set an Open-Air Fire during a Provincial Fire Ban
- n) No Person shall set an Open-Air Fire in a Restricted Fire Zone.
- o) The Chief Fire Official or Designate may, in extenuating circumstances for major projects or ceremonial activities not previously considered, authorize in writing to a Person, to burn under conditions other than those listed in section 3.2.
- p) Notwithstanding the provisions of Section 3 hereof, the Chief Fire Official may, upon application, approve the setting of any fire subject to the fire being supervised by the Fire Chief or his/her designate.
- q) The Chief Fire Official may implement a Municipal Fire Ban for the Township when he/she sees fit. This ban will be called a "Municipal Fire Ban". No person shall set a fire of any size during a Municipal Fire Ban. The MNR retains the right to restrict all fires through Restricted Fire Zone Orders (RFZO).
- r) All persons setting an open-air fire in the Municipality shall:
 - Be responsible for any damage to property or injury to persons occasioned by the said fire;
 - Be liable for costs incurred by the fire department, including personnel, equipment and apparatus necessary and called in to extinguish the said fire.
- s) Every person who contravenes any provision of this by-law is guilty of an offence and on conviction is liable to a set fine as provided for in the Provincial Offences Act, R.S.O. 1990, c. P.33



COUNCIL REPORT

Department: Health & Safety

Date: March 5, 2024

Report Number: HS-2024-03-01

File: Bi-monthly Health and Safety Report

Recommendation:

THAT the Township of Billings Council hereby receives for information, Report No. HS-2024-03-01.

Background:

Information report to Council of the Health and Safety activities that have taken place during the months of January and February 2024.

Discussion:

Joint Health and Safety Committee (JHSC)

- a) There were 3 JH&SC workplace inspections performed, the items identified were minor housekeeping deficiencies which have all been corrected.
- b) There was a new H&S inspection form that was put in place for each Township facility that specifically identifies safety inspection requirements for items such as fire extinguishers, emergency lighting, smoke and carbon monoxide detectors, AED units ...
- c) There was a JH&SC meeting held on February 20, 2024, highlights from the meeting included the following:
 - New safety inspection form.
 - Draft Employee Job/Task Observation Procedures
 - Topics for WSIB Excellence Program topical submissions.
 - Revised H&S Policy.
 - Employee Wellness luncheon.

Training Awareness

- a) Weekly pre-shift safety discussions with all outside employees have taken place.

In-house Noise Testing

- A noise testing procedure was developed to set the parameters of how in-house noise testing will be performed.
- The Township has purchased a noise level measuring device that will used in noise level measuring testing that will take place during the week February 26 thru March 1.

Employee Wellness

The next Employee Wellness luncheon is scheduled for April 11, 2022, the topic for discussion will be personalities of team members.

Health and Safety Program Goals



For the year 2024, I have set specific goals for the H&S program. The program goals are as follows:

1) In 2023 I started working on a process of having the Township of Billings' Health and Safety policy, procedures and program meet the criteria of the Chief Prevention Officer's Safety Management System accreditation standard.

There are approximately 200 standard requirements. During 2023 there were 26 standards that were met. The goal is to have 150 standards implemented.

2) In 2023 there was H&S program audit completed which resulted in 53 recommendations coming forth. The goal is to have all recommendation actions completed.

3) In 2023 there were 5 topical submissions made under the WSIB Performance of Excellence Program. The results of the successful submissions was a \$10,000 rebate to the Township. The goal is complete and submit 5 successful topical submissions to the WSIB Excellence Program.

4) After performing the H&S program audit in 2023 and reviewing the Township H&S policies and procedures, I identified that the structure in each of the procedures that there was need to amend each of the policies to reflect a Plan-Do-Check-Act format.

The goal is to amend all of the Township Health and Safety Procedures to reflect Plan-Do-Check-Act form.

WSIB

a) All 5 topical submissions that were submitted in 2023 for the WSIB Excellence program have been approved by the WSIB validators and the Township has received \$10,000 rebate.

Note: The Township was expecting \$5,000, but there was a change in the WSIB rebate program where organizations under 100 employees received a 2x value rebate for each submission.

b) The 5 topical submissions have been selected for the 2024 WSIB Excellence Program submissions are:

- First Aid
- Contractor Safety Management
- Health and Safety Accountability
- H&S Internal Audits
- H&S Legal Requirements

c) There was 1 claim submitted to the WSIB. The claim is currently being reviewed.

Financial Impacts:

Health and Safety training is included in the operating budget

Respectfully Submitted By:

Arthur Moran, H&S Coordinator

Reviewed By:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Building and Planning

Date: March 5, 2024

Report Number: BP-2024-03-02

File: Proposed Land Exchange – Jerusalem Hill Road (2)

Attachments: Correspondence February 26, 2024, map indicating the triangle portion.

Recommendation:

THAT the Township of Billings Council hereby approves Report BP-2024-03-02 AND approves the request of Pete and Aimee Flikweert to amend the land exchange for Jerusalem Hill Road Allowance and Jerusalem Hill Road Travelled portion to permit the small triangle portion on the northwest adjacent to the creek bed be conveyed to the Flikweert AND FURTHER the Flikweert be responsible for any additional costs associated with the legal fees and survey costs to include the small portion on the reference plan AND FURTHER authorize entering into a land purchase and sale agreement with Pete and Aimee Flikweert AND FURTHER authorize the appropriate By-laws coming forward.

Background:

On November 28, 2023 Council approved initiating the land exchange process for Jerusalem Hill Road Allowance and Jerusalem Hill Road travelled portion and authorized entering into a land purchase and sale agreement with the owners of the travelled portion of Jerusalem Hill Road which is located on private property mainly on the applicant's property and a small portion on M'Chigeeng First Nation.

As a courtesy, staff sent notification letters to the abutting property owners notifying them of the decision. Upon review, the abutting property owner Pete and Aimee Flikweert approached the Township to inquire if they could gain ownership of the small triangle small triangle portion on the northwest adjacent to the creek bed. The Flikweert have been using the portion as part of their lawn and would like to continue the enjoyment of the property.

Discussion:

Staff spoke with the Flikweert and the applicant and both are in agreement for the small triangle portion of the lands be conveyed to the Flikweert upon Council consideration.

As we are still in the early stages of the process, should Council support the request, when the property is being surveyed the small triangle portion could be done at the same time at a very minimal cost.

To recap the process

1. Initiate Land Survey (this is where we are now, the land survey is on the list for spring with the local land surveyor)

- a. A Reference Plan will have to be created that will
 - i. delineate the travelled portion in order to have a legal description of the lands
 - ii. delineate the road allowance in order to have a legal description of the lands
 - iii. create a natural severance created by the road.
 - iv. create the small triangle portion that lies west of this creek bed, right at the north limit of Flikweert land.
2. Jerusalem Hill Road Allowance
 - a. Pass a stop up and close By-Law for the portion of the unopened road allowance
 - b. Procedure for sale of real property as per By-law No. 2012-20
 - i. Declare the portion as surplus
 - ii. Council to waive the procedure for selling the property through real estate.
 - iii. CAO/Clerk to deem an “Opinion of Value” not appropriate
 - iv. Council to exempt the property from general sale to the public
 - c. Agreement of purchase and sale to be drafted by the solicitor and will include lands being acquired in the agreement.
 - i. Applicant, and
 - ii. Flikweert
3. Lands to be transferred to the Township
 - a. Council to approve accepting the lands as highway (term to be used meaning Jerusalem Hill Road)
 - b. Transfer deed of land from the owner drafted by the Municipal Solicitor
 - c. Pass By-law to confirm land being conveyed as a highway
 - d. Certified copy of By-law to be registered on title
 - e. Solicitor to register the transfer.
4. Land Exchange Agreement
 - a. Agreement(s) between the Township and applicants that will outline the process and the conveyance of the land exchange.
 - b. Include provisions for the expenses for land survey and legal fees
 - c. Include provisions for a deposit
 - d. Include provisions for acknowledging the solicitor works on behalf of the Township
 - e. Other items as deemed appropriate with legal review
5. Expenses
 - a. The expense for survey fees are estimated at \$7,000 plus HST
 - b. The expense for legal is approximately \$5,000

Staff have reviewed the proposal and is in support of proceeding with the land exchange amendment.

Financial Impacts:

The applicant(s) pay full costs for the survey and legal fees for the transaction for the appropriate proportions of lands. A full breakout for survey and legal fees will be required to ensure fairness to all parties. The expense for the Township is staff time and legislative advertising costs.

Alignment to the Strategic Plan

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

Alignment to the CEEP

There is no alignment to the CEEP

Respectfully Submitted By:

Emily Dance, CAO/Clerk



February 26, 2024

Kagawong Town Council

Dear Town Council:

Re: Unopened Road Allowance between Lots 20 and 21 Con 8 Billings

This letter concerns a portion of unopened road allowance that lies adjacent to the east limit of my property, which is part of Lot 21 Concession 8 Billings Township. I understand that the Township wishes to enact a By-law to stop up and close this portion of unopened road allowance.

Upon review of the circumstances, I would like to facilitate the plan proposed by the Township, so that my neighbor, and I, as well as our municipal government, work together to address the historic use of land in the vicinity of my property.

After speaking with the CAO Clerk of Kagawong and my neighbor in question there appears to be consensus that my neighbour, would assume almost all the Road allowance except for a very small Northwestern piece that I would be assuming. This portion is on my side of the creek bed that runs generally, northeast/southwest as it leaves my property and then crosses the road allowance to be stopped up, closed, and conveyed. This is a small triangle of land that lies within the portion of road allowance to be stopped up, closed, and conveyed that lies west of this creek bed, right at the north limit of my land of the road allowance. This small triangle is land I have used as part of my lawn, and I have cared for that triangle in a manner consistent with my care of my adjacent land. If the road allowance is to be stopped up and closed it has been agreed upon by, Billings township CAO Clerk, my neighbor and myself, that this small triangle of land ought to be conveyed to myself, so it merges with my front yard, and the rest of the road allowance as stopped up and closed ought to be conveyed to my neighbor to conform with his use of his land. This would allow the new lot limit of each neighbor to match the historic use of land by each neighbor respectively.

Of course, a conversation was had with Billings CAO Clerk and my neighbor, regarding the cost of this. Billings CAO Clerk indicated that there would be no cost for the small piece of land. It was also agreed upon by all parties that I, Pieter Flkweert pay any extra cost that would come from assuming this small portion of land. My Neighbor and Billings CAO Clerk were both In agreement that I would not share the cost of locating the road allowance, but rather be responsible for extra costs incurred from severing this land to me such as lawyer, fees and my portion of the survey fee due to a small line being added.

Thanks,

Pete and Aimee



COUNCIL REPORT

Title: Island Wide Waste Management Resource Committee

Department: Clerks

Date: March 5, 2024

Report Number: CLK 2024-03-04

Recommendation: THAT the Township of Billings Council hereby approves report CLK-2024-03-04 AND

1. Provides support to the Island Wide Waste Management Resource Committee in the amount of \$5,000 (subject to conditions)
2. Supports the Committees Sic Sox initiative to place a bin for the collection of textiles to be located at the Park Centre parking lot
3. Supports the Committees' Call to recycle initiative for the collection of used batteries and continue with a small box to be located at the Township Office.

Background:

The Island Wide Waste Management Resource Committee made a presentation at the February 20, 2024 Council Meeting with a request for support from the Township and to provide a couple no cost initiatives Sic Sox a bin for the collection of used textiles and a box for the collection of used batteries.

Discussion:

Financial Support

On September 5, 2023 Council committed to including \$5,000 in the 2024 Township of Billings budget to move forward the initiative. The expense is included in the Draft 2024 Township of Billings budget that is currently under deliberation.

Staff recommends that once the Committee has secured support from other municipalities that the Committee provide a business plan and further details that would outline the parameters of the expenditure.

Sic Socs

Sic Socs mission is to divert textiles, clothing, bedding and other material products from the landfill. The group made a commitment for 7 receptacles to be strategically placed through-out the island.

Staff reviewed the initiative and if Council supports the initiate, recommend the bin be placed in the parking lot at the Park Centre. The placement will have to take into account parking for the market and snow clearing.



Call2Recycle

Call2Recycle provides a small cardboard the box where members of the public can dispose of used and depleted batteries and the company will pick them up at no charge.

The Township currently has a box at the Township office and recommend the box remain.

Financial Impacts:

\$5,000 in the 2024 Township of Billings budget to move forward the initiative. The expense is included in the Draft 2024 Township of Billings budget that is currently under deliberation.

Alignment to Strategic Plan:

There is no alignment to the Strategic Plan

Alignment to the CEEP:

There is no alignment to the CEEP

Respectfully Submitted By:

Emily Dance, CAO/Clerk

From: donotreply@otf.ca <donotreply@otf.ca>

Sent: February 27, 2024 10:25 AM

To: Todd Gordon <tgordon@billingstwp.ca>

Subject: Ontario Trillium Foundation Application ID# RF132619 Funding Decision

Please note: This is an unmonitored mailbox. Do not reply directly to this message.

Thank you for submitting an application to the Ontario Trillium Foundation (OTF). We appreciate the time and effort that went into the application, and we understand the commitment you have to the success of your organization's mission.

OTF receives a very high volume of applications and while there are so many worthy proposals, we are only able to fund a limited number of grants. Unfortunately, we are not able to fund your application as outlined further in this letter.

We understand this notification is arriving at a challenging time during which your organization is recovering and rebuilding its resilience to provide valued programs and services in your community.

Having reviewed your application, we have determined that your project does not meet OTF's eligibility requirements. More specifically:

- The project does not comply with the following:
Eligibility Policy

Please visit the OTF website for [upcoming grant application deadlines](#). We also encourage you to [book a coaching call](#) with one of our Program Managers to discuss your project eligibility.

We wish you the very best with the important work you do in your community.

Thank you for applying to the Ontario Trillium Foundation.

Sincerely,

Renee Beauparlant
Bilingual Director, Community Investments

Treasury Board Secretariat
Emergency Management Ontario

25 Morton Shulman Avenue
Toronto ON M3M 0B1

Secrétariat du Conseil du Trésor
de la gestion des situations d'urgence Ontario

25, rue Morton Shulman Toronto
ON M3M 0B1



Dear Community Emergency Preparedness Grant (CEPG) Applicant:

Thank you for applying for the CEPG program.

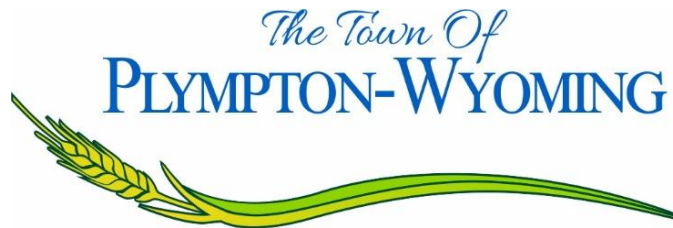
After an evaluation by multiple reviewers, we regret to inform you that your organization was not selected to receive funding through the CEPG program.

Not all applicants received funding from the CEPG program, which was a competitive, merit-based process. Please note, grant applications are no longer being accepted and Emergency Management Ontario is not considering any changes to applications or conducting any further reviews of applications. There is no appeals or reconsideration process as part of the CEPG program.

Thank you for your ongoing leadership to ensure Ontarians are safe, practiced and prepared before, during and after emergencies.

Emergency Management Ontario | Treasury Board Secretariat
To learn more about how emergencies are managed in Ontario, visit Emergency Management Ontario's [webpage](#).





The Honourable Doug Ford
Premier of Ontario
premier@ontario.ca
(sent via e-mail)

February 15th, 2024

Re: Expanding the Life of Fire Apparatus

Please be advised that the Council of the Town of Plympton-Wyoming, at its meeting on February 14th, 2024, passed the following motion supporting the resolution from Prince Edward County regarding Expanding the Life of Fire Apparatus.

Motion #11

Moved by Councillor Bob Woolvett

Seconded by Councillor Kristen Rodrigues

That Council support correspondence item 'r' from Prince Edward County regarding Expanding the Life of Fire Apparatus.

Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at eflynn@plympton-wyoming.ca.

Sincerely,

Ella Flynn
Executive Assistant – Deputy Clerk
Town of Plympton-Wyoming

Cc: Minister of Labour, Immigration, Training and Skills Development – David Piccini
Minister of Municipal Affairs and Housing – Paul Calandra
Federation of Canadian Municipalities
Association of Municipalities of Ontario
The Eastern Ontario Wardens' Caucus
All Ontario Municipalities

January 22, 2024

Please be advised that during the regular Council meeting of January 16, 2024 the following motion regarding support for the Province to expand the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements was carried:

RESOLUTION NO. 2024-46

DATE: January 16, 2024

MOVED BY: Councillor Nieman

SECONDED BY: Councillor Branderhorst

WHEREAS By-Law 3256-2013, being a By-Law to Establish, Maintain, and Operate a Fire Department established service level standards for the Corporation of the County of Prince Edward Fire Department;

AND WHEREAS apparatus and equipment are directly tied to the delivery of fire protection services authorized by Council in By-Law 3256-2013, and a safe, reliable and diverse fleet is required to serve operational needs;

AND WHEREAS fire Apparatus is governed by industry best practices, the application of law and recognized industry partners, including the Ontario Fire Service Section 21 Guidance Notes, National Fire Protection Association Standards, The Occupational Health and Safety Act, and Fire Underwriters Survey (FUS);

AND WHEREAS Fire Underwriters Survey (FUS) is a provider of data, underwriting, risk management and legal/regulatory services focusing on community fire-protection and fire prevention systems in Canada, establishing apparatus replacement schedules based on safety and risk mitigation practices;

AND WHEREAS on November 16, 2023, Council, received report FD-06-2023 regarding asset Management - Fire Apparatus Fleet Report and noted the budgetary pressures of meeting FUS replacement schedules;

AND WHEREAS no provincial funding is available for new fire trucks, yet, small and rural municipalities must meet the same standards set by FUS as larger municipalities for fire equipment, including additional pressure to move fire trucks out when they reach a specific age, even though they can still meet the safety regulations;

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of Prince Edward County direct the Mayor to draft a letter to MPP Minister Todd Smith requesting a meeting to discuss the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements; and

THAT the Mayor draft a letter to FUS requesting the creation of a new community fire-protection and fire prevention insurance system that does not put all municipalities under the same umbrella, with distinct categories for rural and urban municipalities;

THAT this resolution be sent to Premier Doug Ford, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, Paul Calandra, Minister of Municipal Affairs and Housing requesting a response on this matter within 30 days of receipt; and

THAT this resolution be shared with all 444 municipalities in Ontario, The Federation of Canadian Municipalities (FCM), The Association of Municipalities Ontario (AMO), and The Eastern Ontario Wardens' Caucus (EOWC).

CARRIED

Yours truly,



Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Nieman, Councillor Branderhorst, Marcia Wallace, CAO and Fire Chief Chad Brown





Township of Perry

PO Box 70, 1695 Emsdale Road, Emsdale, ON POA 1J0

PHONE: (705)636-5941

FAX: (705)636-5759

www.townshipofperry.ca

February 26, 2024

Via Email

The Honourable Doug Ford, Premier of Ontario
Premier's Office
Room 281, Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Dear Premier Ford,

**RE: Request to the Province to Amend Blue Box Regulation for
'Ineligible' Sources**

At their last regular meeting on Wednesday February 21, 2024, the Council of the Corporation of the Township of Perry supported the following:

"Resolution #2024-52
Moved by: Paul Sowrey
Seconded by: Jim Cushman

Whereas under Ontario Regulation 391/21: Blue Box producers are fully accountable and financially responsible for their products and packaging once they reach their end of life and are disposed of, for 'eligible' sources only;

And Whereas 'ineligible' sources which producers are not responsible for include businesses, places of worship, daycares, campgrounds, public-facing and internal areas of municipal-owned buildings, and not-for-profit organizations, such as shelters and food banks;

And Whereas should a municipality continue to provide services to the 'ineligible' sources, the municipality will be required to oversee the collection, transportation, and processing of the recycling, assuming 100% of the costs;

Be it resolved that the Council of the Corporation of the Township of Perry hereby request that the province amend Ontario Regulation 391/21: Blue

Box so that producers are responsible for the end-of-life management of recycling products from all sources;

And further that Council hereby request the support of all Ontario Municipalities;

And further that this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Andrea Khanjin, Minister of the Environment, Conservation, and Parks, the Honourable Graydon Smith, MPP Parry Sound-Muskoka, and to all Ontario Municipalities.

Carried.”

Your attention to this matter is greatly appreciated.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Beth Morton'.

Beth Morton
Clerk-Administrator

BM/ec

c.c. Honourable Andrea Khanjin, Minister of Environment, Conservation and Parks
Honourable Graydon Smith, MPP Parry Sound-Muskoka
All Ontario Municipalities

February 16, 2024

Please be advised that during the regular Council meeting of February 13, 2024 the following resolution regarding support for a review of the Ontario Works and Ontario Disability Support Program Financial Assistance Rates was carried.

RESOLUTION NO. 2024-81

DATE: February 13, 2024

MOVED BY: Councillor Roberts

SECONDED BY: Councillor Hirsch

WHEREAS poverty is taking a devastating toll on communities, undermining a healthy and prosperous Ontario, with people in receipt of Ontario Works and Ontario Disability Support Program being disproportionately impacted;

WHEREAS the cost of food, housing, medicine, and other essential items have outpaced the highest inflation rates seen in a generation;

WHEREAS people in need of social assistance have been legislated into poverty, housing insecurity, hunger, poorer health, their motives questioned, and their dignity undermined;

WHEREAS Ontario Works (OW) Financial Assistance rates have been frozen since 2018 (\$733 per month);

WHEREAS Ontario Disability Support Program (ODSP) benefit rates have been increased by 6.5 per cent as of July 2023 to keep up with inflation, however even with the increase, ODSP rates still fall below their value in 2018 (\$1,376 when adjusted for inflation) and significantly below the disability-adjusted poverty line (\$3,091 per month)

WHEREAS OW and ODSP rates do not provide sufficient income for a basic standard of living and, as a result, hundreds of thousands of people across Ontario who rely on these programs live in poverty;

WHEREAS the poverty risk profile for Prince Edward County created by Vital Signs states that 10.1% - 13.5% of County residents are living on low income;

WHEREAS designated Service Managers are doing their part, but do not have the resources, capacity, or tools to provide the necessary income and health related supports to people experiencing poverty; and

WHEREAS leadership and urgent action is needed from the Provincial Government to immediately develop, resource, and implement a comprehensive plan to address the rising levels of poverty in Ontario, in particular for those on Ontario Works and Ontario Disability Support Programs;

THEREFORE BE IT RESOLVED THAT the Council of Prince Edward County joins the Town of Orangeville to calls on the Provincial Government to urgently:

- a) At least double Ontario Works and ODSP rates and index rates to inflation, answering calls already made by “Raise the Rates” campaign and the “Income Security Advocacy Centre”;
- b) Commit to ongoing cost of living increases above and beyond the rate of inflation to make up for the years they were frozen;
- c) Commit to jointly working between the Ministry of Children, Community, and Social Services and the Ministry of Health on the best methods of assessing client needs and then matching those in need to the services they require;

AND FURTHER THAT a copy of this resolution be sent to the Minister of Children, Community, and Social Services, the Minister of Health, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario, the Ontario Municipal Social Services Association, Prince Edward Lennox and Addington Social Services, the Eastern Ontario Wardens Caucus, and all Ontario Municipalities.

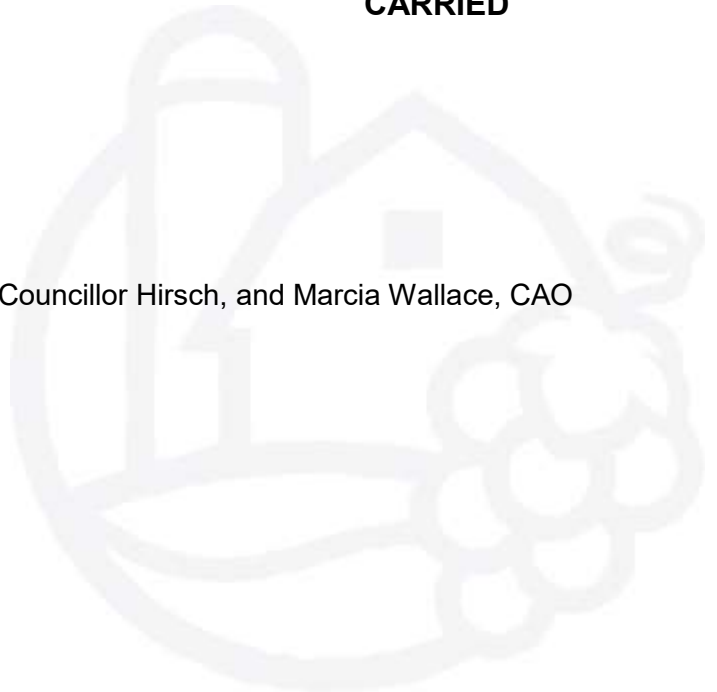
CARRIED

Yours truly,



Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Roberts, Councillor Hirsch, and Marcia Wallace, CAO



Ministry of Transportation

Ministère des Transports



Assistant Deputy Minister's Office
Integrated Policy and Planning
Division

Bureau du sous-ministre adjointe
Division des politiques et de la
planification intégrées

438 University Avenue
12th Floor
Toronto ON M5G 2K8
Tel. (647) 302-7129

438 Avenue University
12^e étage
Toronto ON M5G 2K8
Tel. (647) 302-7129

**Memo to Chief Administrative Officers re:
Licence Plate Renewal**

I am writing to provide further information regarding the Government of Ontario's announcement on Feb. 15, 2024, regarding proposed changes to the way licence plates are renewed in Ontario.

The government has announced it will be introducing legislation related to the renewal of licence plates in the coming days, and more details regarding the proposed changes will be released over the coming months.

It is important to note the Government of Ontario is not eliminating licence plate renewals nor is it proposing changes to the plate denial process. The introduction of a new plate renewal process will not change the way municipalities collect unpaid fines.

Plate denial information will continue to support municipal fine collection. As a plate nears its expiry date, the automated system will check if the plate has fines, outstanding tolls, or insurance issues. If the plate has none of these issues, it will be renewed automatically for one year. If the plate has any of these issues, renewal will not proceed and the vehicle owner will be notified that they need to take action, which will include paying any fines or their plate will expire.

Expired plates will continue to be subject to roadside enforcement.

MTO and partner ministries have consulted with key stakeholders, including municipal court managers, throughout the development of this proposal. Further consultations will be held in spring 2024 to discuss the proposal in more detail.

We thank you for your support on this important initiative.

If you have further questions, please contact Katie De Palma at katie.depalma@ontario.ca.

Sincerely,

Jonathan Lebi, Assistant Deputy Minister
Ministry of Transportation

February 22, 2024

Greetings,

I am writing to you today on behalf of the Ministry of the Environment, Conservation and Parks about recent decisions to move Ontario's environmental assessment (EA) program to a project list approach as part of the government's ongoing work to modernize environmental assessment processes.

Comprehensive Environmental Assessment Projects regulation and other regulations:

Over the past several years, we have consulted extensively on the government's proposal to move to a project list approach. Beginning in April 2019, the ministry consulted on a [discussion paper](#), which outlined a modern vision for the EA program.

Then in July 2020, through the [COVID-19 Economic Recovery Act, 2020](#), the *Environmental Assessment Act* (EAA) was amended to provide the authority to make regulations to support EA modernization, including identifying projects that would be subject to EA requirements in a regulation. The move to a project list approach is a shift from the current framework, where projects are mainly subject to the EAA based on who is undertaking the project, rather than the projects potential impacts.

In fall 2020, the ministry consulted on a plain language [project list proposal](#), which identified the projects the ministry was proposing be subject to the EAA. In fall 2021 and spring 2023, the ministry then consulted on draft regulations, including a draft of the proposed [Comprehensive Environmental Assessment \(EA\) Projects Regulation](#) (Part II.3 Projects – Designations and Exemptions regulation) (2021) and a plain language update to that proposal (2023). The proposals also identified that the ministry would be updating relevant guidance and making certain related amendments to the Class EAs.

After considering the input received on the regulatory proposals and the discussion paper, a number of regulations have now been made and related actions taken to move Ontario to a project list approach. These changes came into effect on February 22, 2024 i.e., on the day that the revised provisions of the EAA providing the authority to make these regulations came into force.

The project types that are now subject to EA requirements in Ontario are those projects that are designated in the Comprehensive EA Projects regulation (i.e., significant waste projects, significant electricity generation facilities and large waterfront projects) and those project types to which a class environmental assessment (Class EA) applies. The

Comprehensive EA Projects regulation also designates projects that are exempt from the comprehensive EA requirements conditional on following a streamlined EA process (i.e. waste, electricity and transit and rail projects). There is no impact to projects that followed an individual EA and were approved. All projects which have started an individual EA application (i.e., a proposed Terms of Reference has been submitted to the Ministry) will continue in the comprehensive EA process.

We also wanted to note that these changes do not affect the continued authority under the Act to designate other projects or classes of projects as ones subject to a comprehensive EA or to enter into agreements with proponents to have the Act apply to projects that are not designated in the Comprehensive EA Projects regulation or otherwise.

Details of the decisions and changes made to move Ontario's EA program to a project list approach (the regulations, other instruments and related material) are on the Environmental Registry of Ontario at: <https://ero.ontario.ca/notice/019-4219>.

Complementary amendments to class environmental assessments:

To align Class EAs with the amendments to the EAA and the new and amending regulations made under the Act, including the Comprehensive EA Projects regulation, complementary amendments have been made to seven class EAs. Information on the amendments can be found on the Environmental Registry at: <https://ero.ontario.ca/notice/019-8081>.

Updates to guidance:

Similarly, we have updated the Guides to the EA requirements for waste and electricity projects and the guidance for transit and rail projects to align these with the Comprehensive EA Projects regulation and revised provisions of the EAA. These updated documents can be found on the Environmental Registry at: <https://ero.ontario.ca/notice/019-4219>.

Extension of expiry dates for certain approvals:

In November 2021, the ministry began consultation on a proposal to extend the statutory expiry date for *EAA* approvals by 10 years for certain projects.

A decision has now been made to extend the expiry date by 10 years for eight of those projects. The extensions will allow the projects to proceed instead of requiring a new environmental assessment to be completed. To ensure the protection of the environment, cultural heritage resources and source water, and to be responsive to comments received, including from Indigenous communities, the Minister made the extensions of the expiry date subject to conditions for seven of the eight projects. More information on the decision can be found on the Environmental Registry at: <https://ero.ontario.ca/notice/019-4428>.

The ministry carefully considered the nature and context of each of the projects. This included input from the proponents, the outcome of consultation undertaken in relation

to the proposal to extend, including consultation with Indigenous communities, and the purpose of the Act.

We are committed to keeping you updated and working with you to build a strong EA program for Ontario. We value your perspectives on the EA program and look forward to your further participation.

Please do not hesitate to contact my team at: EAModernization.MECP@ontario.ca, or me directly at: Annamaria.Cross@ontario.ca, if you have any comments or questions.

Sincerely,

A handwritten signature in black ink that reads "A. Cross". The signature is written in a cursive, flowing style.

Annamaria Cross
Director, Environmental Assessment Modernization
Ministry of the Environment, Conservation and Parks

Accounts for Payment February 28, 2024

Payment	Account	Amount	Description
CHQ	1353041 Ontario Inc. DBA Direct Satellite & Security	\$443.92	Total Connect Monitoring 10FEB24 - 9FEB25 (Annual)
CHQ	Allan Avis Architects Inc.	\$1,709.09	Professional Fees related to Accessible Entrance
EFT	Auto Parts North	\$283.47	SHE AW 32 Pail (PW)
CHQ	Bridal Veil Variety	\$458.79	Fuel (PW)
CHQ	Bridal Veil Variety	\$691.22	Pizza, Hot Dogs, Supplies for Family Day Event
EFT	Identifiable Individual	\$1,639.97	ROMA Conference Expenses
CHQ	Identifiable Individual	\$265.71	Supplies for Easter Egg Hunt Event
CC	Deluxe	\$514.82	Envelopes for interim tax bills
CHQ	EncompassIT	\$840.44	Anderson PC Setup, Onsite training for TMM
EFT	EXP	\$5,033.60	Eng. Serv. Design Process OMB Replacement
CHQ	FONOM	\$904.00	FONOM Conference x 2
CHQ	Ferguson Aggregate & Construction Inc	\$200,751.98	Pedestrian Bridge
EFT	Firehouse Subs	\$3,293.32	Recoverable HST
CHQ	Freddie's Welding Inc	\$1,527.61	Aluminium Netting Guards for ODR
CHQ	FCR	\$2,542.50	Completion of YE Audit / Consolidation of Financials 2022
CHQ	FCR	\$9,887.50	Additional Professional Services
CHQ	FCR	\$5,796.90	Municipal Financial Information Return (FIR) 2022
Auto	Iron Mountain	\$24.71	Service Fees
CHQ	JJ Pole Line Construction	\$1,104.58	Connections, Photo Eye, Lighthouse, Bucket Truck
EFT	JK Automotive	\$186.45	Storage Fees (Monthly)
CHQ	Laidley Stationary	\$250.67	Envelopes for interim tax bills
CHQ	LAS AMO Business Services	\$339.00	Energy Planning Tool Subscription for 2024
CHQ	Laurentian Business Products	\$67.80	Shipping Fees for Toner
CHQ	Laurentian Business Products	\$187.57	Base Usage + Overages (Monthly)
Auto	LBPC Leasing	\$175.00	Printer Lease (Monthly)
CHQ	Mindemoya Home Hardware	\$135.57	Lock, Ties, Smoke Detector
CHQ	Minister of Finance	\$1,930.00	Commercial Vehicle Registration
CHQ	Ontario Trillium Foundation	\$115,800.00	Recinded Unspent Funds
CHQ	OCWA	\$250.23	Softstart Cooling Fan
CC	Paul's Corner Store	\$287.68	Fuel (PW)
CHQ	PitneyWorks	\$632.68	Postage
CHQ	Public Health	\$2,863.16	Municipal Levy March 2024
EFT	Quinan Construction	\$20,010.32	Billings FD Progress Draw 11
CHQ	RC Design	\$163.76	Email / Domain Fees (Museum)
EFT	Identifiable Individual	\$124.80	Domain Renewals (Museum)
CHQ	Steele's Home Hardware	\$48.84	Supplies (PW)
CHQ	The Manitoulin Expositor	\$411.78	Seasonal Student Positions Advert
EFT	Identifiable Individual	\$124.30	Health Spending Benefit (2023)
CHQ	UCCM Building Material Supply	\$153.04	Supplies (PW)
EFT	McDougall Energy Inc.	\$2,711.79	LS Diesel Clear (PW)
Auto	OCWA	\$10,948.00	Service Contract (Monthly)
Auto	OMERS	\$4,847.38	Pension Contribution (Monthly)
Auto	CANLIFE	\$1,511.24	RRSP (Monthly)
Auto	Bell Mobility	\$518.83	Cellular Services
Auto	Superior Propane BPY	\$31.97	Rental Contract (Monthly)
Auto	Superior Propane BPY	\$152.83	Propane
Auto	Hydro One	\$7,601.62	Hydro (Monthly)
Auto	Manulife	\$3,743.85	Benefits
Auto	Corp Creditor Business/ENT	\$31.58	Service Fees (Monthly)
Auto	Cash Mgmt Fee BOM	\$361.14	Service Fees (Monthly)
Auto	Elavon CAN	\$42.24	Service Fees (Monthly)
Auto	EMPTX	\$22,209.12	Payroll Remittance (Monthly on the 15th)
Auto	GFL	\$9,542.62	Landfill Contract (Monthly)
Auto	CIBC MEBP	\$26.31	Service Fees (Monthly)

Total \$446,137.30

Total Accounts for Payment \$446,137.30



BY-LAW NO 2024-14

BEING A BY-LAW TO ENTER INTO AN AGREEMENT WITH PINCHIN
FOR ANNUAL MONITORING AND REPORTING FOR THE KAGAWONG
LANDFILL 2024-2026

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 to accept a proposal for 2024-2026 annual monitoring and reporting for the Kagawong Landfill.

NOW THEREFORE the Council of The Township of Billings Enacts as Follows:

- 1.0 THAT the Corporation of the Township of Billings Council hereby accepts the quote of Pinchin in the amount of \$24,300 plus HST for the 2024-2026 annual monitoring and reporting for the Kagawong Landfill which is attached as Schedule "A" and forms part of this By-Law.
- 2.0 THAT the Mayor and CAO/Clerk are hereby authorized to sign the agreement and any necessary amendments thereto on behalf of the Township of Billings.
- 3.0 THIS By-Law shall come into force and effect upon passing.
- 4.0 THIS By-Law may be cited as "Pinchin Landfill Monitoring Agreement 2024-2026 By-Law"

READ a FIRST and SECOND TIME this 5th day of March, 2024

READ a THIRD TIME and FINALLY PASSED this 5th day of March, 2024

Bryan Barker, Mayor

Emily Dance, CAO/Clerk



BY-LAW NO 2024-15

BEING A BY-LAW TO AWARD THE TENDER FOR
THE OLD MILL ROAD BRIDGE (MCA)

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 Township of Billings issued RFP#2024-01 seeking proposals for the replacement of the Old Mill Road Bridge

AND WHEREAS MCA Contracting Ltd's response to RFP#2024-01 with a total upset limit of \$1,252,905.66, excluding HST, was deemed the successful bid;

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

- 1.0 THAT the Corporation of the Township of Billings hereby accepts the tender of MCA Contracting Ltd in the amount of \$1,252,905.66 excluding HST which is attached as Schedule 'A' and forms part of this By-Law.
- 2.0 THAT the Mayor and CAO/Clerk are hereby authorized to sign on behalf of the Council for The Corporation of the Township of Billings, any contracts and other documents required to authorize the tender and to affix the corporate seal of the Township of Billings.
- 4.0 THIS By-Law shall come into full force and effect upon final passage.
- 5.0 THIS By-Law may be cited as "Award Tender for Old Mill Road Bridge (MCA) By-Law"

READ a FIRST and SECOND TIME this 5th day of March, 2024

READ a THIRD TIME and FINALLY PASSED this 5th day of March, 2024

Bryan Barker, Mayor

Emily Dance, CAO/Clerk



BY-LAW NO 2024-16

BEING A BY-LAW TO AMEND THE TOWNSHIP OF BILLINGS
COMMITTEE APPOINTMENT BY-LAW

WHEREAS the *Municipal Act, 2001* 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 of the *Municipal Act, 2001* S.O. 2001, c.25, shall be exercised by By-Law;

AND WHEREAS Section 8 of the *Municipal Act 2001*, S.O. 2001, c. 25, as amended, confers broad authority on municipalities thereby allowing them to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues;

AND WHEREAS the Council of The Township of Billings passed By-Law No. 2023-04 as amended by By-Law No. 2023-48 appointing persons to provide for and assist in the administration, protection, and management of the Municipality;

AND WHEREAS the Council of The Township of Billings deems it expedient to amend the By-law to appoint a person to the Manitoulin Sudbury District Services Board, the Board of Management for Centennial Manor and Western Manitoulin Economic Development Committee.

NOW THEREFORE the Council of The Township of Billings Enacts as Follows:

- 1.0 THAT Schedule 'A' to By-Law No. 2023-04 as amended is hereby repealed and replaced with the attached Schedule 'A '
- 2.0 THAT all other provisions of By-Law No. 2023-04, as amended remain in full force and effect.
- 2.0 THIS By-Law shall come into force and effect upon passing.
- 3.0 THIS By-Law may be cited as "Township of Billings Committee Appointment Amendment (2)" By-Law

READ a FIRST and SECOND TIME this 5th day of March, 2024

READ a THIRD TIME and FINALLY PASSED this 5th day of March, 2024

Bryan Barker, Mayor

Emily Dance, CAO/Clerk

Boards / Liaison Committees of Council

Committee Name	Member Name
Manitoulin-Sudbury District Services Board	Ian Anderson – Council
The Board of Management for the District of Manitoulin Centennial Manor	Ian Anderson – Council
Manitoulin Municipal Association	Bryan Barker – Council David Hillyard – Council
Community Policing Advisory Committee	Bryan Barker – Council
The District of Manitoulin Provincial Offences Act (POA) Management Board	Bryan Barker – Council
Manitoulin Planning Board	Bryan Barker – Council
Joint Building Systems Committee	Vince Grogan – Council
Deer Management Advisory Committee	Bryan Barker – Council David Hillyard – Council
Welcome Centre Building Operations Committee	<inactive>
Western Manitoulin Economic Development Committee	Ian Anderson – Council
Lake Mindemoya Stewardship Committee	Vince Grogan – Council

Committees of Council

Committee Name	Member Name
Billings Museum Committee	Michael Hunt – Council Barb Edwards Deb Flaxman Dianne Fraser Diane Larocque Brad MacKay Wes Newburn Treasurer – Non-Voting
Parks, Recreation and Wellness Committee	David Hillyard – Council Andrew Preyde Shannon Smith Catherine Joyce Meg Middleton Jenna Carter vacant Deputy Clerk – Non-Voting
Climate Action Committee	Vince Grogan – Council Paul Darlaston Chris Theijsmeijer Colen McKeever vacant CAO/Clerk or designate – Non-Voting
Lake Kagawong Resource Committee	Vince Grogan – Council Brian Foreshew Stan Pierce Steve Webber Ian Anderson Tom Imrie Chris Dietrich CAO/Clerk or designate – Non- Voting
Short Term Accommodation Rental Licensing Appeal Committee	Mayor or Deputy Mayor, CAO or Designate Brian Foreshew



BY-LAW NO 2024-17

BEING A BY-LAW TO AMEND THE APPOINT VOLUNTEER
FIREFIGHTERS FOR THE TOWNSHIP OF BILLINGS FIRE
DEPARTMENT

WHEREAS the Municipal Act, S.O. 2001, c.25 Section 11 (2) gives the municipality authorization to pass by-laws respecting health, safety and well-being of persons;

AND WHEREAS the Fire Protection and Prevention Act, give Council of a municipality authority to establish, maintain and operate a fire department for the entire municipality;

AND WHEREAS the Council for the Corporation of the Township of Billings deems it expedient to appoint Volunteer Firefighters for the Township of Billings Fire Department;

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

- 1.0 THAT the Corporation of the Township of Billings hereby appoints the Volunteer Firefighters for the Township of Billings Fire Department with such powers and duties as are prescribed by the Fire Protection and Prevention Act as listed in Schedule 'A' and forming part of this By-Law.
- 2.0 THIS By-Law shall come into full force and effect upon passing.
- 3.0 THIS By-Law may be cited as "Appoint Volunteer Firefighters By-Law"

READ a FIRST and SECOND TIME this 5th day of March, 2024

READ a THIRD TIME and FINALLY PASSED this 5th day of March, 2024

Bryan Barker, Mayor

Emily Dance, CAO/Clerk

Schedule 'A' to By-Law No. 2024-17

Township of Billings Volunteer Firefighters

Carr, Jackson

Chambers, Jim

Cook, Sandy

Dallaire, Zack

Dyck, Amber

Graham, Scott

Marshall, Colin

McLennan, Shawn

Noble, Harrison

Patterson, Sean

Savage, Bill

Smith, Randy



BY-LAW NO 2024-18

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 Committee of the Whole Meeting held on February 27, 2024 and its Council Meeting held on March 5, 2024 in respect to each report, motion, resolution, or other actions recorded and taken by Council at its meetings, except where the prior approval of the Ontario Lands Tribunal is required is hereby adopted, ratified, and confirmed as if all such proceedings were expressly embodied in this By-Law.
2. THAT the Mayor and CAO/Clerk, or such other official as deem appropriate are hereby authorized and directed to do all things necessary to give effect to the said action, of Council of the Township of Billings referred to in the proceeding section.
3. THAT the Mayor and CAO/Clerk are hereby authorized and directed to execute all documents necessary on behalf of the Council and to affix the corporate seal of The Corporation of The Township of Billings to all such documents.
4. THIS By-Law shall come into full force and effect upon final passage.
5. THIS By-Law may be cited as the "March 5, 2024 Confirmatory By-Law".

READ a FIRST and SECOND TIME this 5th day of March 2024

READ a THIRD TIME and FINALLY PASSED this 5th day of March, 2024

Bryan Barker, Mayor

Emily Dance, CAO/Clerk