

**INAUGURAL MEETING
WEDNESDAY, DECEMBER 10, 2014 AT 6:00 P.M.
COUNCIL CHAMBERS, MUNICIPAL OFFICE
TOWNSHIP OF MANITOUWADGE**

A G E N D A

1. CALL TO ORDER
2. DECLARATION OF ELECTED MEMBERS
3. INAUGURAL ADDRESS BY MAYOR ANDY MAJOR
4. ADJOURNMENT

**REGULAR MEETING OF COUNCIL OF THE CORPORATION OF THE
TOWNSHIP OF MANITOUWADGE TO BE HELD IN THE
COUNCIL CHAMBERS, MUNICIPAL ADMINISTRATION COMPLEX,
MANITOUWADGE, ONTARIO ON WEDNESDAY, DECEMBER 10, 2014, AT
THE HOUR OF 7:00 P.M.**

A G E N D A

01 CALL TO ORDER

02 PECUNIARY INTEREST

03 ADOPTION OF MINUTES OF PREVIOUS COMMITTEE AND REGULAR MEETINGS

Minutes of the Regular Meeting of November 26, 2014.

04 DEPUTATIONS

None.

05 DISBURSEMENTS

01 Disbursement Sheet No. 2014-for \$330,141.89

06 CORRESPONDENCE

01 Correspondence from the Ministry of Natural Resources and Forestry (MNRF) Crown Land Use Harmonization Project Team on the proposed policy changes from the Crown Land Use Atlas Harmonization (CLUAH) Project.

02 Resolution from the Municipality of McDougall dated November 19, 2014 regarding the Ontario Provincial Police billing model.

07 PETITIONS

None

08 BY-LAW

- 01** **Being a By-law to authorize** a Lease Agreement with **Linda Baril** carrying on business in the business name of **Rendez-Vous Restaurant** to provide food services at the Kiwissa Ski Chalet Kitchen for The Corporation of the Township of Manitouwadge.
- 02** **Being a By-law to** authorize the execution of an Agreement with HER MAJESTY THE QUEEN in Right of the Province of Ontario as represented by the Minister of Health and Long Term Care, for call taking and alerting services to the Township's Fire Department by the Thunder Bay Central Ambulance Communications Centre ("CACC").
- 03** **Being a By-law to** authorize an Ontario Community Infrastructure Fund – formula Based Funding Contribution Agreement between The Corporation of the Township of Manitouwadge and HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO, as represented by the Ministry of Agriculture, Food and Rural Affairs.
- 04** **Being a By-Law Being a By-law to** establish 2015 Fees and Services Charges.

09 NEW BUSINESS

- 01** Appointment to the Thunder Bay District Social Services Administration Board, area representative for Manitouwadge/Marathon.
- 02** Appointment to the Thunder Bay District Municipal League.
- 03** Appointment to the Manitouwadge Public Library Board.
- 04** Appointment to the Manitouwadge Cemetery Committee.
- 05** Appointment to the Manitouwadge Economic Development Corporation.
- 06** Appointment to the Thunder Bay District Health Unit.
- 07** Appointment to the Nuclear Waste Community Liaison Committee.
- 08** Appointment to the Manitouwadge Municipal Housing Corporation Board.
- 09** 2015 Council Meeting Schedule, inclusive of Acting Mayor's Schedule.

- 10 Administration Report No. ADM2014-07, submitted by Cecile Kerster, dated December 3, 2014, awarding the Cleaning Contract 2014-A for the Municipal Building and Firehall from January 1, 2015 to December 31, 2016.
- 11 Administration Report No. CS2014-07, submitted by Paula McCloskey, dated December 2, 2014, about 2015 Amendments to the Smoke Free Ontario Act.
- 12 Administration Report submitted by Omer Collins, Public Superintendent regarding replacement of Well 1 and 2 funding application under the Ontario Community Infrastructure Fund-Formula –Based Funding Contribution.
- 13 Attendance at the Ontario Goods Road Association Conference being held in Toronto on February 22- 25, 2015.
- 14 Trial Balance by Department for the period ending November 30, 2014, as provided by Margaret Hartling, Treasurer/Deputy Clerk dated Dec. 3, 2014.

10 OLD BUSINESS

None

11 REPORTS AND COMMITTEES

- 01 Minutes of Meeting: Manitouwadge Municipal Housing Corporation Special meeting of the Board of Directors held on October 20, 2014.
- 01 Minutes of Meetings: The Thunder Bay District Health Unit held on October 15, 2014 at 1:00 pm.

12 MOTIONS AND NOTICES OF MOTION

None.

13 RESOLUTION TO GO INTO CLOSED SESSION

- personal matters about an identifiable individual, including municipal or local board employees.

14 ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE, HELD IN THE COUNCIL CHAMBERS, MANITOUWADGE, ONTARIO ON WEDNESDAY, NOVEMBER 26, 2014 AT THE HOUR OF 7:00 P.M.

PRESENT:

Councillor Connie Hunter
Councillor Sheldon Plummer
Councillor Donna Jaunzarins

ABSENT: Councillor Natalie Labbé
Mayor John MacEachern

STAFF: Cecile Kerster, Municipal Manager Clerk
Omer Collins, Public Works Superintendent

PUBLIC: 1

01 CALL TO ORDER

RESOLUTION NO. 2014-292

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

RESOLVED THAT: the Regular Meeting commence at the hour of 7:00 p.m.

02 PECUNIARY INTEREST

None

03 ADOPTION OF MINUTES OF PREVIOUS COMMITTEE AND REGULAR MEETINGS

01 Minutes of the Regular Meeting held on November 12, 2014.

RESOLUTION NO. 2014-293

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

RESOLVED THAT: the Minutes of the Regular Meeting of November 12, 2014 are adopted as circulated.

04 DEPUTATIONS

CARRIED

None.

05 DISBURSEMENTS

01 Statement of Disbursement Sheet #2014-18 for \$270,917.34.

RESOLUTION NO. 2014-294

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

RESOLVED THAT: Disbursement Sheet No. 2014-18 for Two Hundred and Seventy Thousand, Nine Hundred and Seventeen Dollars and Thirty-four Cents (\$270,917.34), as provided to Council for information purposes only.

CARRIED

06 CORRESPONDENCE

- 01 Correspondence from Northwestern Ontario Municipal Association News Update Fall 2014
- 02 Correspondence from The Office of the President of Lakehead University, Dr. Brian Stevenson dated November 15, 2014, regarding National Philanthropy Day Saturday, November 15, 2014.
- 03 Correspondence from J. W. Tiernay, Executive Director of Ontario Good Roads Association dated November 11, 2014 regarding nominations to the 2015/16 Board of Directors has been extended to Friday, December 19, 2014.
- 04 Correspondence from Ina Watkinson, Administrative Assistant, Township of Carling, regarding Resolution 14-108 – OPP Billing in Unorganized Townships.

RESOLUTION NO. 2014-295

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

RESOLVED THAT: correspondence items O6-01 to and 06-04 be received and filed.

CARRIED

07 PETITIONS

None.

08 BY-LAWS

- 01 **Being a By-law to establish administrative procedures for set-up and handling of water accounts and to rescind By-law No. 2006-32.**

RESOLUTION NO. 2014-296

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

Being a By-law to establish administrative procedures for set-up and handling of water accounts and to rescind By-law No. 2006-32, be read a first and second time.

RESOLUTION NO. 2014-297

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

Being a By-law to establish administrative procedures for set-up and handling of water accounts and to rescind By-law No. 2006-32, be read a third time, passed and numbered as By-law No. 2014-23.

CARRIED

- 02 **Being a By-law to amend By-law 2012-05 being a by-law to establish a policy governing working conditions for non-union personnel.**

RESOLUTION NO. 2014-298

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

MINUTES OF MEETING

NOVEMBER 26, 2014

Being a By-law to amend By-law 2012-05 being a by-law to establish a policy governing working conditions for non-union personnel, be read a first and second time.

CARRIED

RESOLUTION NO. 2014-299

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

Being a By-law to amend By-law 2012-05 being a by-law to establish a policy governing working conditions for non-union personnel, be read a third time, passed and numbered as **By-law No. 2014-24**.

CARRIED

- 02** **Being a By-law to** designate A Plan of Subdivision, or part thereof, not to be a Registered Plan of Subdivision for the purposes of Subsection 5)(3) The Planning Act.

RESOLUTION NO. 2014-300

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

RESOLVED THAT: Being a By-law to designate A Plan of Subdivision, or part thereof, not to be a Registered Plan of Subdivision for the purposes of Subsection 50 (3) The Planning Act, be read a first and second time.

CARRIED

RESOLUTION NO. 2014-301

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

RESOLVED THAT: Being a By-law to designate A Plan of Subdivision, or part thereof, not to be a Registered Plan of Subdivision for the purposes of Subsection 50 (3) The Planning Act, be read a third time, passed and numbered as **By-law No. 2014-25**.

CARRIED

09 NEW BUSINESS

None

10 OLD BUSINESS

None

11 REPORTS AND COMMITTEES

- 01** Minutes of Meeting: Manitouwadge Municipal Housing Corporation Special meeting of the Board of Directors held on September 16, 2014.

RESOLUTION NO. 2014-302

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

RESOLVED THAT: Council is in receipt of the Minutes of Manitouwadge Municipal Housing Corporation held on September 16, 2014, which are accepted as received.

CARRIED

MINUTES OF MEETING

NOVEMBER 26, 2014

02 Minutes of Meeting: Northeast Superior Mayors Group Meeting held on Monday, October 6, 2014.

RESOLUTION NO. 2014-303

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

RESOLVED THAT: Council is in receipt of the minutes of the Northeast Superior Mayors Group Meeting held on Monday, October 6, 2014, which are accepted as received.

CARRIED

12 MOTIONS AND NOTICES OF MOTION

None

13 RESOLUTION TO GO INTO CLOSED SESSION

None

14 ADJOURNMENT

RESOLUTION NO. 2014-304

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

RESOLVED THAT: the Regular Meeting adjourn at the hour of 7:20 p.m.

Acting Mayor Sheldon Plummer

Cecile Kerster, Municipal Manager Clerk



The Corporation of the
TOWNSHIP OF MANITOUWADGE
Manitouwadge, Ontario
POT 2C0

STATEMENT OF DISBURSEMENTS

DISBURSEMENT SHEET NO. 2014-19 FOR THE PERIOD

ENDING December 5, 2014

PAYROLL	\$	<u>90,892.25</u>
REGULAR CHEQUES	\$	<u>239,249.64</u>
VOID CHEQUES	\$	<u>0.00</u>
TOTAL	\$	<u>330,141.89</u>

M. Marsden
TREASURER/DEPUTY CLERK

MAYOR

APPROVED BY RESOLUTION NO. _____

MEETING OF COUNCIL HELD _____

MUNICIPAL MANAGER CLERK

DEPUTY CLERK

Payroll Disbursements - Council Report

<u>Payroll Date</u>		<u>Amount</u>
Nov. 28/14	Regular	\$ 88,229.54
Nov. 28/14	Council	<u>\$ 2,662.71</u>
2014-19		<u><u>\$ 90,892.25</u></u>

TOWNSHIP OF MANITOUWADGE
Cheque Register-Summary-Bank



AP5090

Page : 1

Date : Dec 03, 2014

Time : 10:47 am

Vendor : 1143301 To ZENGO01
 Cheque Dt. : 20-Nov-2014 To 03-Dec-2014
 Bank : 1 - GENERAL OPERATING

Seq : Cheque No. Status : All
 Medium : C=Computer

Cheque #	Cheque Date	Vendor	Vendor Name	Status	Batch	Medium	Amount
4869	21-Nov-2014	KERST01	KERSTER, CECILE	Issued	264	C	945.00
4870	21-Nov-2014	WEILE01	WEILER MALONEY NELSON	Issued	264	C	5,296.82
4871	28-Nov-2014	CUPEL01	CANADIAN UNION OF PUBLIC EMPLOYEES	Issued	272	C	367.26
4872	28-Nov-2014	HYDRO04	HYDRO ONE NETWORKS INC.	Issued	272	C	18,154.54
4873	28-Nov-2014	MINIS03	MINISTER OF FINANCE	Issued	272	C	1,524.30
4874	28-Nov-2014	OMERS01	OMERS	Issued	272	C	14,056.84
4875	28-Nov-2014	PT00000014	LOBLAW PROPERTIES LIMITED	Issued	272	C	436.69
4876	28-Nov-2014	RECEI01	RECEIVER GENERAL	Issued	272	C	19,191.28
4877	28-Nov-2014	WSIB01	WSIB	Issued	272	C	1,760.30
4878	03-Dec-2014	BARGA01	THE BARGAIN SHOP	Issued	277	C	130.27
4879	03-Dec-2014	BLUEM01	BLUE MOUNTAIN RESORTS LIMITED	Issued	277	C	20.27
4880	03-Dec-2014	BLUEW01	BLUEWAVE ENERGY	Issued	277	C	6,254.79
4881	03-Dec-2014	BOLES01	CULLIGAN OF THUNDER BAY	Issued	277	C	1,355.92
4882	03-Dec-2014	CALGA01	CAL-GAS INC.	Issued	277	C	14,260.00
4883	03-Dec-2014	CARRM01	CARR MCLEAN	Issued	277	C	327.47
4884	03-Dec-2014	CLEAN02	CLEAN-SWEEP	Issued	277	C	1,695.00
4885	03-Dec-2014	COURT01	COURTESY FREIGHT SYSTEMS LTD.	Issued	277	C	443.04
4886	03-Dec-2014	CRANN01	CRANNEY, OWEN	Issued	277	C	467.60
4887	03-Dec-2014	DATAM01	DATA	Issued	277	C	575.74
4888	03-Dec-2014	DELLC01	DELL CANADA INC.	Issued	277	C	1,250.12
4889	03-Dec-2014	DINGW01	DINGWELL'S MACHINERY & SUPPLY LTD.	Issued	277	C	508.50
4890	03-Dec-2014	DISNE01	DISNEY MOVIE CLUB	Issued	277	C	75.15
4891	03-Dec-2014	ECHOT01	THE ECHO	Issued	277	C	1,104.41
4892	03-Dec-2014	EMBES01	EMBESAN, VICTORIA	Issued	277	C	2,500.00
4893	03-Dec-2014	EMCOC01	EMCO CORP./WESTERN SUPPLIES	Issued	277	C	5,094.18
4894	03-Dec-2014	FREEH01	FREEHAWK ENTERPRISES	Issued	277	C	1,223.01
4895	03-Dec-2014	HARTL01	HARTLING, MARGARET	Issued	277	C	56.50
4896	03-Dec-2014	HYDRO04	HYDRO ONE NETWORKS INC.	Issued	277	C	5,346.50
4897	03-Dec-2014	KALIE01	KALI ENTERPRISES INC.	Issued	277	C	168.37
4898	03-Dec-2014	KEYTO01	KEY TO THE NORTH SALES AGENCY INC.	Issued	277	C	2,962.86
4899	03-Dec-2014	KGSGR01	KGS GROUP	Issued	277	C	9,647.61
4900	03-Dec-2014	LAKEH06	LAKEHEAD MEDIA SERVICES LTD.	Issued	277	C	81.36
4901	03-Dec-2014	LAMON01	SK GROUP	Issued	277	C	345.33
4902	03-Dec-2014	LAMOT01	LAMOTHE, JANIS	Issued	277	C	141.50
4903	03-Dec-2014	LOWER01	LOWERY'S LTD.	Issued	277	C	728.26
4904	03-Dec-2014	MACEA01	MACEACHERN, JOHN	Issued	277	C	450.00
4905	03-Dec-2014	MANIT06	MANITOUWADGE GENERAL HOSPITAL	Issued	277	C	33.00
4906	03-Dec-2014	MANIT10	MANITOUWADGE PHARMACY	Issued	277	C	13.16
4907	03-Dec-2014	MANIT12	MANITOUWADGE TRAPPER'S COUNCIL	Issued	277	C	180.00
4908	03-Dec-2014	MANIT13	MANITOUWADGE VOLUNTEER FIREFIGHTER	Issued	277	C	1,500.00
4909	03-Dec-2014	MANWO01	MANWOOD HOME & BUILDING SUPPLIES	Issued	277	C	832.16
4910	03-Dec-2014	MINIS04	MINISTER OF FINANCE	Issued	277	C	60,977.00
4911	03-Dec-2014	MLSUP01	M & L SUPPLY	Issued	277	C	593.25
4912	03-Dec-2014	NORTH13	NORTH STAR LINEN & UNIFORM	Issued	277	C	807.25
4913	03-Dec-2014	ONTAR05	ONTARIO LIBRARY SERVICE - NORTH	Issued	277	C	349.17
4914	03-Dec-2014	ONTAR06	ONTARIONEWSNORTH.COM	Issued	277	C	60.00
4915	03-Dec-2014	PAULD01	PAUL DALLAIRE WELDING	Issued	277	C	795.98
4916	03-Dec-2014	POTTE01	POTTER ENVIRONMENTAL	Issued	277	C	6,178.39
4917	03-Dec-2014	PPESO01	PPE SOLUTIONS INC.	Issued	277	C	1,024.80
4918	03-Dec-2014	PT00000015	TOWNSHIP OF MANITOUWADGE	Issued	277	C	906.96
4919	03-Dec-2014	RITEP01	RITE PRICE APPL & ELECT REPAIR	Issued	277	C	3,316.10
4920	03-Dec-2014	SEXAU01	SEXAUER LTD. LTEE.	Issued	277	C	667.11
4921	03-Dec-2014	SHOUT01	SHOUT MEDIA	Issued	277	C	2,118.75
4922	03-Dec-2014	SINCL01	SINCLAIR, JENNY	Issued	277	C	2,500.00

Cheque Register-Summary-Bank



Vendor : 1143301 To ZENGO01
 Cheque Dt. 20-Nov-2014 To 03-Dec-2014
 Bank : 1 - GENERAL OPERATING

Seq : Cheque No. Status : All
 Medium : C=Computer

Cheque #	Cheque Date	Vendor	Vendor Name	Status	Batch	Medlum	Amount
Bank : 1 GENERAL OPERATING							
4923	03-Dec-2014	SLEDN01	SLED NORTH VACATION HOME RENTAL	Issued	277	C	169.50
4924	03-Dec-2014	SMSEQ01	SMS EQUIPMENT	Issued	277	C	374.02
4925	03-Dec-2014	TBAYT01	TBAYTEL	Issued	277	C	598.79
4926	03-Dec-2014	TBDSS01	TBDSSAB	Issued	277	C	6,269.00
4927	03-Dec-2014	THUND06	THUNDER BAY DISTRICT HEALTH UNIT	Issued	277	C	4,050.00
4928	03-Dec-2014	THYSS01	THYSSENKRUPP ELEVATOR (CANADA) LTD.	Issued	277	C	5,729.10
4929	03-Dec-2014	TWSTR01	TWS - TRANS-WEST	Issued	277	C	1,525.50
4930	03-Dec-2014	UNITE01	UNITED ROTARY BRUSH OF CANADA INC.	Issued	277	C	1,486.28
4931	03-Dec-2014	VADIM01	VADIM SOFTWARE	Issued	277	C	11,240.02
4932	03-Dec-2014	WSIB01	WSIB	Issued	277	C	5,765.76
4933	03-Dec-2014	XEROX01	XEROX CANADA LTD.	Issued	277	C	241.80

Total Computer Paid :	239,249.64	Total EFT PAP :	0.00	Total Paid :	239,249.64
Total Manually Paid :	0.00	Total EFT File :	0.00		

65 Total No. Of Cheque(s) ...

REVIEW

Public Review of Draft Management Guidelines and Land Use Amendment Crown Land Use Atlas Harmonization Project

DEC 01 2014

The Ontario **Ministry of Natural Resources and Forestry (MNRF) Crown Land Use Atlas Harmonization Project Team** invites you to comment on the proposed policy changes from the Crown Land Use Atlas Harmonization (CLUAH) Project.

This project is reviewing existing land use management direction for all provincial unregulated Crown lands and waters in Wawa District (see map). We want to ensure a balanced approach to representing social, economic and ecological values and to reduce access conflicts in other Wawa District planning processes for future years. Park and Protected Areas (e.g. Provincial Parks, Pukaskwa National Park and Conservation Reserves) and Private lands are not subject to this review.

At this stage of the planning process, we are seeking the public's review of the Draft Management Guidelines and the corresponding amendment to the Crown Land Use Policy Atlas.

Specifically, we are seeking input on the following:

- Draft Management Guidelines;
- Maps for Wawa District; and
- Land Use Amendment.

Comments for this phase of public consultation will be accepted between **November 28, 2014** and **January 12, 2015**.

Input from the review of this stage will result in the Final Management Guidelines for Wawa District.

This is an opportunity to view and comment on the Draft Management Guidelines and land use amendment. If you wish to provide comments and/or would like to be added to the mailing list please contact:

Carla Riche

Wawa District MNRF
48 Mission Road
P.O. Box 1160
Wawa, ON P0S 1K0
tel: 705-856-4717
e-mail: carla.riche@ontario.ca

We encourage you to become involved in this stage of public consultation and to review the CLUAH Draft Management Guidelines at the following location:

Wawa District MNRF

48 Mission Road
Wawa, ON P0S 1K0
tel: 705-856-2396

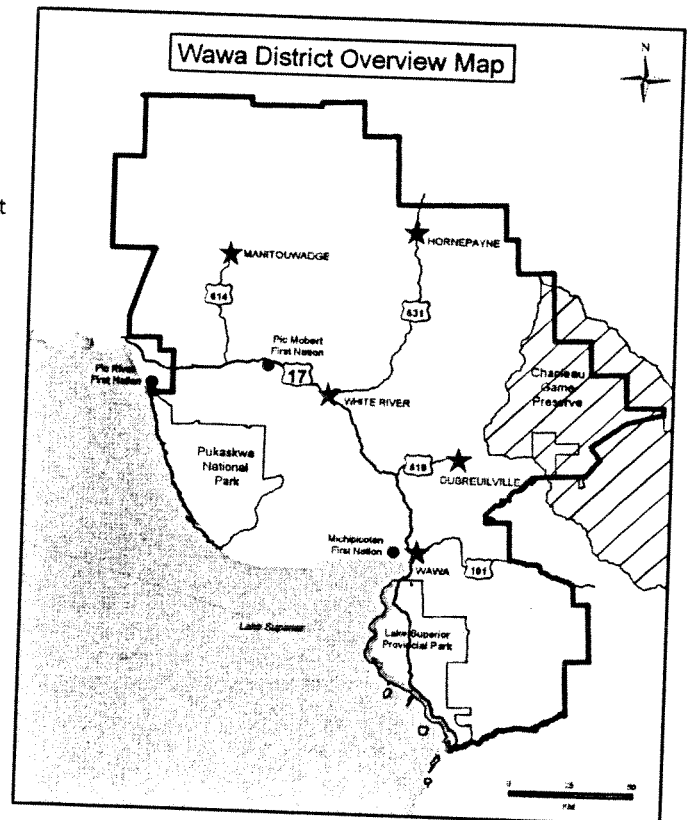
hours: Monday to Friday – 8:30 a.m. to 5:00 p.m.

In conjunction with opportunities for public involvement in the planning process, notices will be posted on the Environmental Bill of Rights (EBR) Registry website (PB06E2025) www.ebr.gov.on.ca along with supporting materials or through the Land Use Amendment by the following link: www.ontario.ca/environment-and-energy/crown-land-use-policy-atlas.

Comments and information regarding this land use planning exercise are being collected by the Ministry of Natural Resources and Forestry under the authority of the *Public Lands Act (1990)* to assist in making decisions and determining further public consultation needs. Comments and options will be kept on file for use during the planning period and may be included in study documentation, which is made available for public review.

Under the *Freedom of Information and Protection of Privacy Act (1987)*, personal information will remain confidential unless prior consent is obtained. However, this information may be used by the Ministry of Natural Resources and Forestry as public input for other resource management initiatives. For further information regarding these acts, please contact Doris Zagar at 705-856-4745.

Renseignements en français : Isabel Chicoine au 705 856-4742





RESOLUTION NO. 2014/163

DATE: November 19, 2014

CARRIED:

DEFEATED:

MOVED BY:

L Malott

SECONDED BY:

[Signature]

DIVISION LIST

FOR

AGAINST

Councillor Daleman

Councillor Dixon

Councillor Johnson

Councillor Malott

Mayor Robinson

WHEREAS the Minister of Community Safety and Correctional Services announced a new OPP billing model to take effect on January 2015 based on calls for service and base costs;and
WHEREAS the effect of the new billing model is to shift policing costs from urban centres to small rural communities;and
WHEREAS the new funding formula will force small rural communities to consider alternative policing arrangements, cuts to existing programs and services, depletion of capital reserves or major increase in taxes;and
WHEREAS there will be no increase in OPP levels of service;and
WHEREAS the new funding formula will mean an increase for the Municipality of McDougall in OPP costs from \$255,884 in 2014 to \$523,458 in 2015 or an increase of 205 percent not accounting for the five year phase in adjustment;and
WHEREAS there is nothing in the new funding formula which controls future OPP cost increases;and
WHEREAS the new OPP funding formula will negatively affect over 130 small rural municipalities;and
WHEREAS if the model could be established with a 40% base cost and a 60% call for service providing a fairer distribution of costs to communities with lower crime rates;and
WHEREAS unorganized municipalities have not been considered in this new formula;and
WHEREAS small rural communities do not have the economic ability to generate new tax revenues from commercial property to off- set new costs;and
WHEREAS the larger urban municipalities are going to receive savings on new OPP costs and yet have the higher calls for service and crime rate;and
WHEREAS this means that small rural seasonal communities that are relatively safe communities are subsidizing larger urban centres;and



RESOLUTION NO. _____

DATE: _____

CARRIED: _____

DEFEATED: _____

MOVED BY:

SECONDED BY:

DIVISION LIST

	<u>FOR</u>	<u>AGAINST</u>
Councillor Daleman	_____	_____
Councillor Dixon	_____	_____
Councillor Johnson	_____	_____
Councillor Malott	_____	_____
Mayor Robinson	_____	_____

WHEREAS the overall OPP review process was flawed whereby the many resolutions, delegations and depositions by various communities were not listened to; the various committees that were established were weighted in favour of larger communities and the results appear to have been predetermined; and

WHEREAS the Police Services Act does not allow municipalities to be serviced by a police force that does not have a contiguous border and where many rural municipalities do not border a community with a police force, this restricts our opportunity to have a competitive police service other than the OPP;

NOW THEREFORE BE IT RESOLVED that the Council of the Municipality of McDougall reiterate its objection to the new OPP billing model and call on the Premier of Ontario, The Honourable Kathleen Wynne to change the billing formula to 40% base costs and 60% per call costs; and

FURTHER MORE that the Council of the Municipality of McDougall call on the Premier of Ontario, The Honourable Kathleen Wynne to amend the Police Services Act to allow a non-contiguous police force to service other communities; and

FURTHER THAT this resolution be circulated to all municipalities in the District of Parry Sound, all small rural municipalities in Ontario, the PC and NDP all parties and the Ombudsman's office.

MAYOR

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

BY-LAW NO. 2014-__

Being a By-law to authorize a Lease Agreement with Linda Baril carrying on business in the business name of Rendez-Vous Restaurant to provide food services at the Kiwissa Ski Chalet Kitchen for The Corporation of the Township of Manitouwadge.

WHEREAS Section 8 of the *Municipal Act, 2001*, S.O., c.25 states that a municipality has the capacity, right, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act.;

AND WHEREAS it is considered beneficial to lease the Kiwissa Ski Chalet Kitchen to provide food services;

NOW THEREFORE, the Council of the Corporation of the Township of Manitouwadge enacts as follows that:

1. The Corporation enter into a Lease Agreement with **Linda Baril** carrying on business in the business name of **Rendez-Vous Restaurant** in accordance with the Lease Agreement attached hereto as Schedule "A" to this By-Law.
2. All schedules and appendices to this By-Law form an integral part of this By-Law.
3. The Mayor and Clerk are hereby authorized and directed to sign, seal under the Corporate Seal of the Corporation and deliver any and all documents necessary to effect the provisions of this By-Law.
4. This By-law comes into force and takes effect upon the date of its passing.

READ A 1ST AND 2ND TIME this 10th day of December 2014 and **READ A THIRD TIME AND FINALLY ENACTED** this day of , 2014.

Mayor Andy Major

Cecile Kerster, Municipal Manager Clerk

SCHEDULE "A" OF BY-LAW 2014-____

KIWISSA SKI CHALET KITCHEN LEASE AGREEMENT

THIS INDENTURE made in duplicate this _____ day of _____, 2014, in pursuance of the Short Forms Leases Act and authorized under By-Law No. 2014-____ of the Corporation of the Township of Manitouwadge.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

Hereinafter called the "**LESSOR**"
OF THE FIRST PART

-and-

Linda Baril
Carrying on business in the business name of
Rendez-Vous Restaurant

Hereinafter called the "**LESSEE**"
OF THE SECOND PART

1. PREMISES:

IN CONSIDERATION of the rents, covenants and agreements hereinafter reserved and contained on the part of the **Lessee**, the **Lessor** does lease to the **Lessee** the premises known as the Kiwissa Ski Chalet Kitchen, located in the Township of Manitouwadge and hereinafter called the "Kiwissa Ski Chalet Kitchen" and outlined on Schedule "B".

2. TERM:

TO HAVE AND TO HOLD the Kiwissa Ski Chalet Kitchen premises as a tenant for and during the term commencing on the 12th day of December, 2014 and ended on the 1st day of April, 2015.

The **Lessee** will provide full restaurant services for the users of the Kiwissa Ski Hill.

3. RENTAL:

AND PAYING THEREFORE, to the **Lessor**, subject to the provisions of this Lease, the sum of Seventy-Five (\$75.00) Dollars per month, plus HST (of lawful money of Canada), to be payable before the 1st day of each month during the term hereof. The lease cost for the balance of the 2014/2015 season may be pro-rated based on the monthly cost as outlined above.

4. REPAIRS, ASSIGNING AND SUBLETTING:

THE SAID LESSEE covenants with the said Lessor to pay rent; and will not assign or sublet without leave and such consent may, notwithstanding the provisions of the Residential Tenancies Act, be arbitrarily refused by the Lessor in its sole and uncontrolled discretion.

THE LESSEE agrees to inform the Lessor of any malfunctions or deficiencies in the structural features of the leased premises in writing.

THE LESSOR will not be responsible for the equipment and/or contents provided by the Lessee within or around the premises.

THE LESSEE agrees to comply with all policies, statutes, regulations and laws applicable to the operation of the Kiwissa Ski Chalet Kitchen and use of the premises, furnishings and equipment.

5. NUISANCE:

THE SAID LESSEE will not carry on upon said premises any business that may be deemed a nuisance.

6. DESTRUCTION OF PREMISES:

PROVIDED THAT, in the event of a destruction or partial destruction of said premises, the Lessor may declare the term hereby granted to be forthwith terminated, and in such event, rent shall be payable up to the time of such destruction or partial destruction.

7. USE OF PREMISES:

THE LESSEE Covenants that it will not do or permit to be done on the said premises anything which may be annoying to the Lessor, or which the Lessor may deem to be a nuisance, and that the Lessee will not carry on or permit to be carried on therein, any trade or business other than Kiwissa Ski Hill Food Concession Restaurant services. No living accommodation shall be constructed or permitted on the said premises.

8. ASHES AND REFUSE:

THE LESSEE shall not allow any refuse, garbage or other loose or objectionable material to accumulate in or about Kitchen area and will, at all times, keep the said premises in clean and wholesome condition, and shall, immediately before the termination of the term hereby granted, leave the said premises in a clean and wholesome condition.

THE LESSEE shall ensure to keep the Kitchen safe and free from anything that may be deemed hazardous at all times. Upon discovering anything that is deemed to be hazardous or unsafe, that cannot be immediately rectified, the Lessee must notify the Lessor in writing within 24 hours.

9. RE-ENTRY:

PROVISO for re-entry by the said **Lessor** on non-payment of rent or non-performance of covenants.

10. RE-ENTRY ON SEIZURE OR FORFEITURE:

PROVIDED ALSO that in case of seizure or forfeiture of said term for any of the clauses herein set forth, the **Lessor** shall have the same right of re-entry as is given under the preceding and following provisos.

11. RE-ENTRY ON DEFAULT:

PROVIDED THAT notwithstanding anything herein contained, the **Lessor's** right of re-entry hereunder for non-payment of rent or non-performance of covenants shall become exercisable immediately upon default being made.

12. QUIET ENJOYMENT:

THE SAID LESSOR covenants with the said **Lessee** for quiet enjoyment.

13. MISCELLANEOUS:

THE LESSOR covenants with the **Lessee** that the **Lessor** will not make any alterations or additions to the Kiwissa Ski Chalet Kitchen without permission of the Landlord which shall not be unreasonably withheld.

14. INSURANCE & WORKPLACE SAFETY AND INSURANCE BOARD:

AT ALL TIMES during the term of this lease, the **Lessee**, at his/her own cost and expense, shall effect and keep in force insurance protection both the **Lessor** and the **Lessee** (without any rights of cross claim or subrogation against the **Lessor**) against claims for personal injury, death, property damage or third party or public liability claims arising from any accident or occurrence upon the premises from any cause to an amount not less than two million (\$2,000,000.00) dollars (or from time the real value of the Canadian dollar as determined by the **Lessor** acting reasonable to afford equivalent protection) for personal injury, death, property or other claims in respect of any one accident or occurrence. The insurance policy shall contain a cross-liability clause and name the **Lessor** as additional named party. The **Lessee shall provide proof** of insurance to the **Lessor**.

AT ALL TIMES during the term of this lease, the **Lessee**, at his/her own cost and expense, shall be registered and keep in force insurance from the Workplace Safety and Insurance Board (WSIB) for Employees working at the Kiwissa Ski Chalet Kitchen. The **Lessee shall provide proof** of WSIB to the **Lessor**.

15. INDEMNITY:

THE LESSEE Covenants and agrees to indemnify and save harmless the **Lessor** of and from any and all manner of claims, suffered by, or imposed upon the **Lessor** or its property, either directly or indirectly, in respect of any matter or arising out of the **Lessee's** occupancy or use of the premises hereby demised, or out of any operation in connection therewith, or in respect of any accident, damage or injury to any person, animal or thing by, or on account of the same but only if such claims, damages, loss, costs, or charges aforesaid are cause by or arise out of negligence of the **Lessee**, its executors, administrators, successors and assigns, or the improper use of said premises by the **Lessee**.

16. HOURS OF OPERATION:

THE LEASE rental price shall be applicable for the normal operating hours of the Kiwissa Ski Hill "Schedule C" attached, which are subject to change at any time. The **Lessee** agrees to supply Restaurant services during all normal operating times of the Kiwissa Ski Chalet. Any changes in normal operating times will be made in writing from the Lessor to the Lessee within thirty (30) days' notice except in the case of changes to the normal operating times due to unsuitable weather conditions, uncontrollable events, and/or anything deemed as an emergency/hazard by the **Lessor**.

17. NOTICE:

ANY NOTICE required to be given to any party shall be sufficiently given:

- (a) In the case of the **Lessor**, or any officer or executive of the **Lessor**, or, if forwarded by registered mail, addressed to:

Township of Manitowadge
Cecile Kerster, Municipal Manager Clerk
1 Mississauga Drive
Manitowadge, Ontario POT 2CO

Or to such other address as the **Lessor** may from time to time advise by notice in writing.

- (b) In the case of the **Lessee**, if personally served to **Linda Baril** or, if forwarded by registered mail addressed to:

Rendez-Vous Restaurant
54 Huron Walk.
P.O. BOX 582
Manitowadge, ON POT 2CO

Or to such other address as the **Lessee** may from time to time advise by notice in writing;

AND any such notice, if forwarded by mail, however mailed, shall be deemed to be served on the second business day next following the date it is so mailed.

18. SUCCESSORS AND ASSIGNS:

PROVIDED and it is hereby agreed that, in construing these presents, the words "Lessor" and "Lessee" and "his", "her", "its" or "there" respectively, as the number and gender of the party or parties referred to in each case require and the number of the verb agreeing therewith shall be construed as agreeing with the said word or pronoun so substituted. All rights, advantages, privileges, immunities, powers and things hereby secured to the **Lessee** shall be equally secured to and exercisable by his, her or their heirs, executors, administrators and assigns or successors and assigns as the case may be. All covenants, liabilities and obligations entered into or imposed hereunder upon the **Lessor** shall be equally binding upon his, her or their executors or administrators and all such covenants and liabilities shall be joint and several.

19. TERMINATION:

IF either the **Lessor or Lessee** wishes to terminate this lease, then they shall have the right to so terminate this lease upon giving the other party at least thirty (30) days written notice of its desire to do so.

THE PARTIES hereto have hereunto set their hands and seals:

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

Per: _____ Dated _____
Mayor Andy Major

Per: _____ Dated _____
Cecile Kerster, Municipal Manager Clerk

Rendez-Vous Restaurant

Per: _____ Dated _____
Linda Baril

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

BY-LAW NO. 2014-___

Being a By-law to authorize the execution of an Agreement with HER MAJESTY THE QUEEN in Right of the Province of Ontario as represented by the Minister of Health and Long Term Care, for call taking and alerting services to the Township's Fire Department by the Thunder Bay Central Ambulance Communications Centre ("CACC").

WHEREAS under Section 8 of the *Municipal Act, 2001*, S.O. 2001, c. 25 as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the Council of The Corporation of the Township of Manitouwadge deems it expedient to enter into an agreement with HER MAJESTY THE QUEEN in Right of the Province of Ontario as represented by the Minister of Health and Long Term Care, for call taking and alerting services to the Township's Fire Department by the Thunder Bay Central Ambulance Communications Centre;

NOW THEREFORE the Council of the Corporation of the Township of Manitouwadge enacts as follows that:

1. **DEFINITIONS**
 - a) "Clerk" shall mean the Clerk of the Corporation.
 - b) "Corporation" shall mean The Corporation of the Township of Manitouwadge.
 - c) "Council" shall mean the Council of The Corporation of the Township of Manitouwadge.
 - d) "HER MAJESTY THE QUEEN in Right of the Province of Ontario as represented by the Minister of Health and Long Term Care" shall be referred to as the "Minister".
 - e) "Municipality" shall mean The Corporation of the Township of Manitouwadge.
 - f) "Thunder Bay Central Ambulance Communications Centre" shall be referred to as the "CACC", which is operated by and under the authority of the Minister;
2. The Corporation enter into an Agreement with the Minister in accordance with the Agreement attached hereto as Schedule "A" (in triplicate) to this By-law, which forms an integral part of this By-law;
3. The Mayor and Clerk are hereby authorized and directed to sign, seal under the corporate seal of the Corporation;
4. This By-law comes into force and takes effect upon the date of its passing.

READ A 1ST AND 2ND TIME this day of , 2014 and READ A THIRD TIME AND FINALLY ENACTED this day of , 2014.

Mayor Andy Major

Cecile Kerster, Municipal Manager Clerk

THIS AGREEMENT made this 8th day of July, 2014.

BETWEEN:

TOWNSHIP OF MANITOUWADGE
(hereinafter referred to as the "Township")

AND:

HER MAJESTY THE QUEEN IN THE RIGHT OF THE PROVINCE OF ONTARIO

AS REPRESENTED BY THE MINISTER OF HEALTH & LONG TERM CARE

(hereinafter referred to as the "Minister")

WHEREAS it is the intention of the parties to enter into an agreements for the provision of fire communication (call taking, call alerting and/or dispatching) services to the Township by the Thunder Bay Central Ambulance Communications Centre (hereinafter referred to as the "CACC"), which is operated by the Minister;

NOW THEREFORE WITNESSETH that in consideration of the mutual covenant and agreements contained in this Agreement and subject to the terms and conditions set forth in this Agreement, the parties agree as follows:

SERVICE PROVIDED BY CACC

1. (a) The CACC shall provide services under this Agreement in accordance with Schedule A of this Agreement.

(b) Despite sub-clause 1(a), at any time during the term of this Agreement, the Minister shall be entitled to amalgamate the CACC with one or more other Central Ambulance Communications Centre.

(c) Where the Minister intends to amalgamate the CACC in accordance with sub-clause 1(b), the Minister shall give the other party 90 days notice of this intention. The Minister shall indicate, in such notice or as soon as practicable thereafter, which Central Ambulance Communications Centre is to be the operator of the new amalgamated Central Ambulance Communication Centre (hereinafter referred to as the "Amalgamated CACC").

AGREEMENT- ONTARIO MINISTRY OF HEALTH & LONG-TERM CARE AND
THE TOWNSHIP OF MANITOUWADGE

- (g) Despite sub-clause 1 (a), at any time during the term of this Agreement the Minister shall be entitled to transfer the operation of the CACC to some other person or body, in which case sub-clauses 1 (c), (e) and (f) shall apply with all necessary modification.

REPAIR AND MAINTENANCE OF EQUIPMENT

2. (a) Despite sub-clause 1 (a), the CACC may stop supplying some or all of the services set forth in Schedule A of this Agreement if the CACC cannot supply the services due to the mechanical or other similar failure of any equipment used by the CACC, regardless of the ownership of that equipment.
- (b) Where the CACC stops supplying services in accordance with sub-clause 2 (a), the Minister shall give notice forthwith to the Township of this fact and shall repair or cause to be repaired the equipment as soon as practicable unless the equipment has been purchased or is owned by the Township and installed at the CACC by the Township. In the latter case, the Minister shall give the Township notice forthwith of the fact that it has stopped supplying the services and shall request that the Township repair the equipment as soon as practicable.
- (c) The Township shall continue to own and be responsible for the repair and maintenance of all equipment purchased for this Agreement by the Township and installed at the CACC. However, aside from the Township's repair and maintenance responsibility under this sub-clause, the Township shall not be entitled to exercise any other rights in respect of such equipment during the term of this Agreement.
- (d) where the equipment used by the CACC to provide any services under this Agreement cannot be repaired within a reasonable time, as soon as reasonable under the circumstances,
- (i) the Township will provide the CACC with proper substitute equipment, where the equipment that cannot be repaired was purchased or owned by the Township and
 - (ii) the Minister shall provide the CACC with proper substitute equipment, where the equipment that cannot be repaired was purchased or owned by the Minister, so that the CACC can continue to provide all services required of it under this Agreement as soon as reasonably possible.

PARTICIPATING TOWNSHIPS

5. (a) The Township for which the CACC is to provide call taking, call alerting and/or dispatching services under this Agreement are set out in Schedule C of this Agreement.
- (b) For the purpose of sub clause 4 (b), the Township shall appoint a representative on the Committee for the Township. Accordingly, for the purposes of all matters arising under this Agreement the representative shall among other things, act as the sole spokesperson for the Township and act as its sole liaison with the CACC, the Committee and the Minister.

ADMINISTRATIVE FEES

6. (a) The Township shall pay the Minister an administrative fee in accordance with Schedule D of this Agreement.
- (b) If this Agreement is terminated under either sub clause 1 (f) or clause 13, the fee payable under sub clause 6 (a) shall be pro rated to the date of termination.

CALL FEES

7. (a) The Township shall pay the Minister a fee in accordance with Schedule D of this Agreement for each fire service call received by the CACC. The amount set for such fees shall not be subject to any amendment under clause 12.
- (b) The obligation to pay the Fire Service Call fee provided for in sub clause 7 (a), shall apply only until 11:59 P.M. on December 31, 2017.
- (c) Despite sub clause 7 (a) and excluding agreements for medical FIRST RESPONSE by the Fire Services, the Township shall not be charged the fire service call fee for any call in respect of which the CACC notifies a Township for the purpose of assisting an ambulance crew with a medical response.
- (d) The Ministry shall send to the Township an invoice in respect of the amount owing for fire service calls at the end of month during the term of this Agreement and on the termination or expiry of this Agreement.

TERM AND RENEWAL

11. (a) This Agreement shall commence on January 1, 2015 and shall have a term of 3 years so that it will expire at 23:59 December 31, 2017 (hereinafter referred to as the "expiry date"), unless terminated before that date under sub clause 1(f) or clause 12.
- (b) Where a party wishes to renew this Agreement, that party shall give notice of such wish to the other party at least 90 days prior to the expiry date of this Agreement. Where such notice has been given, the parties may renew this Agreement on such terms and conditions as they may mutually agree on.
- (c) This Agreement may be renewed for a further term of two (2) years, upon the Township giving six (6) months written notice to the CACC on the same terms and conditions with the exception of costs, which shall be agreed to by the parties.
- (d) Despite any other provision of this Agreement, where no notice has been given under sub clause 10 (b), this Agreement shall expire automatically on the expiry date.

PERFORMANCE, BREACH AND AMENDMENT

12. (a) Where a party
 - (i) is dissatisfied with the performance under this Agreement of the other party, or
 - (ii) considers that the other party is in breach of this Agreement, or
 - (iii) wishes to amend this Agreement (except in respect of the administrative fees and fire service call fees determined under clause 6, clause 7 and clause 8) or any term of any Schedule of this Agreement, that party may give notice to the Secretary of the Committee that it wishes the Secretary to convene a meeting of the Committee to discuss the matter.
- (b) Where a party gives notice to the Secretary under sub clause 12 (a), and either paragraph 12 (a) (i) or paragraph 12 (a) (ii) applies, that party shall also give notice at the same time to the other party whose performance or breach, as the case may be, is of concern to the party giving notice. The notice to the other party shall call on the other party to correct the performance or breach to the

EQUIPMENT REMOVAL AND FEES PAYABLE ON TERMINATION

14. (a) Where this Agreement has been terminated under sub clause 1 (f), sub clause 8(d), sub clause 13 or has expired under sub clause 10 (a), the Township shall remove from the CACC all equipment purchased or owned by the Township.
- (b) Where this Agreement has been terminated under sub clause 1 (f), or clause 12, the Minister shall send the Township an invoice for any amount owed by the Township to the Minister. However, the Township may deduct from this amount an amount representing any reimbursement by the Minister to the Township, on a pro rated basis, of the appropriate portion of the annual administrative fee paid under clause 6.

NOTICE

15. Any notice or other communication, with the exception of invoices (hereinafter referred to as a “notice”) required or permitted under this Agreement to be given or sent by a party shall be written and shall be deemed to have been sufficiently given or sent 5 business days after such notice shall have been mailed postage prepaid, or 24 hours after such notice shall have been delivered by hand or by facsimile transmission.

Any notice shall be addressed or delivered, in the case of the Minister, to:

Thunder Bay Central Ambulance Communications Centre
435 South James Street, Suite 112,
Thunder Bay, Ontario, P7E 6S7
Tel: 807-475-1500
Fax: 807-473-3026

and, in the case of the Township, to:

Mayor
Township of Manitouwadge
1 Mississauga Drive,
Manitouwadge, Ontario, P0T 2C0

PROTECTION FROM CLAIMS

18. The Township shall protect itself from and against all claims that might arise from anything done or omitted to be done under this Agreement by the Township, or by the Personnel of the Township, and more specifically from and against all claims that might arise from anything done or omitted to be done under this Agreement where bodily injury (including personal injury), death or property damage, including loss of use thereof, is caused; unless such liability results out of the negligence, or anything done or omitted to be done under this Agreement by the Minister and his officers, employees, agents, assigns, independent contractors and subcontractors.

INSURANCE BY TOWNSHIP IN FAVOUR OF MINISTER

19. (a) For the purpose of sub clause 17 and without restricting the generality of that clause, the Township shall maintain in full force and effect during the term of this Agreement, at its own expense, a policy of comprehensive general liability insurance, in form and substance acceptable to the Minister, providing coverage for a limit of not less than two million dollars (\$2,000,000.00) for each occurrence of a claim of bodily injury (including personal injury), death or property damage, including loss of use thereof, that may arise directly or indirectly from the acts or omissions of the Township, or of the Personnel of the Township, under this Agreement.
- (b) The insurance policy referred to in sub clause 19 (a) shall include the following terms:
- (i) a clause that adds Her Majesty the Queen in Right of Ontario, as represented by the Minister of Health, and his officers, employees, agents, assigns, independent contractors and subcontractors, as additional insured's;
 - (ii) a cross-liability insurance clause endorsement acceptable to the Minister;
 - (iii) a clause requiring the insurer to provide 30 days prior written notice to the Minister in the manner set forth in the insurance policy in the event of the termination, expiry, variation or non-renewal of the policy;
 - (iv) a clause that provides that the protection for the Minister under the insurance policy will not be affected in any way by any act or omission of the Township, or of the Personnel of the Township, and
 - (v) a clause including liability arising out of contract or agreement.

SCHEDULE A

Thunder Bay CACC will provide:

- Call-taking and alerting services as per the Manual of Practice, Policies L 5.3 Local Fire Call Taking and Alerting Services and L 5.4 Notification Requirements – Fire Departments Dispatched by Thunder Bay CACC. The CACC will receive emergency fire telephone calls from the public (807-473-5200 or 911 service), take call details, page out the Fire Department, track all vehicle movements from depart base to return to base and monitor radio transmissions.
- Call taking will be conducted through 911 services or a seven digit emergency rural fire number (807-473-5200). In the case of 911 service, emergency calls will be forwarded from the CERB as designated by the Manitowadge Fire Department. An administrative line at the CACC that will be used as the number which the Manitowadge Fire Department personnel will call to confirm pages, conduct operations or exchange information with the CACC
- Voice recording of telephone and paging communications, if technically possible. Transcripts or copies of the recording will not routinely be provided; if requested by the Township, such transcripts or copies may be provided but then only on a cost recovery basis for all materials and CACC staff work hours required. Any such costs are additional to any other fees set out in this Agreement and would be invoiced as they occur; payment is due upon receipt of each such invoice.
- A copy of the form used to record the fire call details. Times and other information needed for fire call records will be provided via paper record of the calls which will be mailed at month end to the Fire Department.
- Copies of the fire detail forms and any requests for transcripts or audio recordings will be subject to PHIPA (Personal Health Information Protection Act) and FOIPA (Freedom of Information and Protection of Privacy Act).
- A pager testing program for the Township. The CACC will test the Manitowadge Fire Department provided equipment used for fire department paging once per week on Sunday evening , normally between 1900 and 2100 hours, a timing subject to operational circumstances at the CACC and/or the fire department; the fire department is encouraged to perform its own additional paging tests during the rest of the week.

Thunder Bay CACC will also continue to work together with the Fire Department to develop policies and procedures with respect to call-taking, alerting and dispatching the Township.

SCHEDULE C

<u>Township</u>	<u>Call Taking Only</u>	<u>Call Taking & Alerting</u>	<u>Full Dispatching</u>
MANITOUWADGE		X	

<u>DEPARTMENT</u>	<u>PUBLIC ACCESS TELEPHONE NUMBER</u>
MANITOUWADGE FD	911

SCHEDULE E

As per section 9(b), the Township will be responsible for the following initial set up fees:

1. Install and maintain paging system accessible to CACC.
2. Notification to Bell to reroute/call forward Fire 911 lines and public access telephone lines to the appropriate lines as designated by Thunder Bay CACC.
3. Notification to Ontario Provincial Police, and Bell of the new contact information for Fire 911 lines.

As per section 9(b), the CACC will be responsible for the following initial set up fees:

1. Install and maintain additional 911 telephone lines to accommodate fire service calls (if required)
2. Local training in fire call taking and fire call alerting.
3. Install and maintain additional public access telephone lines and speed dials to accommodate fire service calls. (if required)

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

BY-LAW NO. 2014-__

Being a By-law to authorize an Ontario Community Infrastructure Fund – formula Based Funding Contribution Agreement between The Corporation of the Township of Manitouwadge and HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO, as represented by the Ministry of Agriculture, Food and Rural Affairs.

WHEREAS pursuant to Section 8 of the *Municipal Act, 2001* S.O., c.25 states that a municipality has the capacity, right, power and privileges of a natural person for purpose of exercising its authority under this or any other Act;

AND WHEREAS Council wishes to enter into an Ontario Community Infrastructure Fund – Formula-Based Funding Contribution Agreement with HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO, as represented by the Ministry of Agriculture, Food and Rural Affairs

NOW THEREFORE the Council of the Corporation of the Township of Manitouwadge enacts as follows that:

1. Council enters into an Ontario Community Infrastructure Fund – Formula-Based Funding Contribution Agreement in duplicate, with HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO, as represented by the Ministry of Agriculture, Food and Rural Affairs and attached hereto as Schedule "A" to this by-law;
2. This by-law comes into force and takes effect on the date of its final passing.

READ A 1ST AND 2ND TIME this day of , 2014 **and READ A THIRD TIME AND FINALLY ENACTED** this day of , 2014.

Mayor Andy Major

Cecile Kerster, Municipal Manager Clerk

ONTARIO COMMUNITY INFRASTRUCTURE FUND – FORMULA-BASED COMPONENT

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the Minister of Agriculture, Food and Rural Affairs

(“Ontario”)

– and –

The Corporation of the Township of Manitouwadge
(the “Recipient”)

WHEREAS the Government of Ontario has created the Ontario Community Infrastructure Fund to: (1) provide stable funding to help small communities address critical core infrastructure needs in relation to roads, bridges, water and wastewater; (2) further strengthen municipal asset management practices within small communities; and (3) help small communities use a broad range of financial tools to address critical infrastructure challenges and provide long-term support for rehabilitation and repair of core infrastructure for those in most need;

AND WHEREAS the Ontario Community Infrastructure Fund is composed of two (2) components: (1) the Application-Based Component; and (2) the Formula-Based Component;

AND WHEREAS the Formula-Based Component of the Ontario Community Infrastructure Fund is based on: (1) a municipality's local fiscal circumstances and its total core infrastructure assets with a minimum grant of twenty-five thousand dollars (\$25,000.00), where the recipient is an eligible municipality; or (2) a grant of twenty-five thousand dollars (\$25,000.00), where the recipient is an eligible Local Services Board;

AND WHEREAS the Recipient is eligible to receive funding under the Formula-Based Component of the Ontario Community Infrastructure Fund;

NOW THEREFORE, in accordance with the principles set out above, the mutual covenants and agreements herein and for other good and valuable consideration, the receipt of sufficiency of which is expressly acknowledged, the Parties hereby agree as follows:

SECTION 1
INTERPRETATION

1.1 Definitions. For the purposes of this Agreement, the following terms shall have the following meanings described below.

“Aboriginal Group” includes the Indian, Inuit and Métis peoples of Canada or any other group holding Aboriginal or treaty rights under section 35 of the *Constitution Act, 1982*.

“Adjust the Funds” means Ontario's right to adjust, without limitation, any Funds provided to the Recipient under this Agreement.

“Agreement” means this agreement between Ontario and the Recipient, including all Schedules attached hereto.

“Annual Financial Report” means the document set out under Part B.2 of Schedule “B” of this Agreement.

“Arm’s Length” has the meaning given to it under the *Income Tax Act* (Canada) as in effect on the Effective Date of this Agreement.

“Auditor General” means the Auditor General of Ontario.

“BPSAA” means the *Broader Public Sector Accountability Act, 2010* (Ontario).

“Business Day” means any day on which the Government of Ontario offices are generally open for business in the Province of Ontario.

“Communications Protocol” means the protocol set out under Schedule “G” of this Agreement.

“Conflict of Interest” includes any and all circumstances where the Recipient or any person who has the capacity to influence the Recipient's decisions has outside commitments, relationships or financial interests that could, or could be seen to, interfere with the Recipient's objective, unbiased and impartial judgment relating to this Agreement.

“Consultant” means any person the Recipient retains to do work related to this Agreement.

“Contract” means a contract between the Recipient and a third party at Arm's Length whereby the latter agrees to provide a good or service in return for financial consideration that may be claimed as an Eligible Cost under this Agreement.

“Effective Date” means the date set out at Part C.1 of Schedule “C” of this Agreement.

“Eligible Costs” means the costs described in Part E.1 of Schedule “E” of this Agreement.

“Event of Default” has the meaning given to it in section 15 of this Agreement.

“Expiration Date” means the date set out in Part C.2 of Schedule “C” of this Agreement.

“FIPPA” means the *Freedom of Information and Protection of Privacy Act* (Ontario).

“First Nation” means a band, as defined under section 2(1) of the *Indian Act* (Canada).

“Fiscal Year” means the period beginning April 1st in any year and ending on March 31st of the following year.

“Funds” means the total amount of funding Ontario is providing in Canadian currency to the Recipient under this Agreement, subject to the terms and conditions of this Agreement.

“Indemnified Party” means Her Majesty the Queen in Right of Ontario, Her Ministers, directors, officers, agents, appointees and employees.

“Ineligible Costs” means the costs described under Part E.2 of Schedule “E” of this Agreement.

“Local Services Board” means a Local Services Board established under the *Northern Services Boards Act* (Ontario).

“Minister” means the Minister of Agriculture, Food and Rural Affairs.

“Ontario” means Her Majesty the Queen in Right of Ontario, as represented by the Minister of Agriculture, Food and Rural Affairs or any other Minister who may have authority to administer this Agreement, unless the context indicates otherwise.

“Parties” means Ontario and the Recipient.

“Party” means either Ontario or the Recipient, as the case may be.

“Project” means the project described in Part B.1 of Schedule “B” of this Agreement.

“Project Report” means the document set out under Part B.1 of Schedule “B” of this Agreement.

“PSSDA” means the *Public Sector Salary Disclosure Act, 1996* (Ontario).

“Requirements of Law” means all applicable statutes, codes, acts, ordinances, orders, approvals, decrees, injunctions, by-laws, rules, regulations, official plans, permits, licenses, authorizations, directions and agreements with all authorities that now or at any time hereafter may relate to the Recipient, the Project and this Agreement. Without limiting the generality of the foregoing, if the Recipient is subject to the *BPSAA*, the *PSSDA* or any other type of broader public sector accountability statutes, the *BPSAA*, the *PSSDA* and other type of broader public sector accountability statutes are deemed to be Requirements of Law.

“Term” means the period of time beginning on the Effective Date of this Agreement and ending on the Expiration Date or the termination of this Agreement, whichever is shorter.

1.2 Reference To Statute Or Regulation. Any reference to a statute is to such statute and to the regulations made pursuant to such statute as such statute and regulations may at any time be amended or modified and in effect and to any statute or regulations that may be passed that have the effect of supplanting or superseding such statute or regulations.

1.3 Singular/Plural And Gender Terms. Each definition in this Agreement using a singular capitalized term or other word or phrase shall also apply to the plural form and such term, word or phrase and *vice versa*. All references to the masculine gender shall include reference to the feminine or neuter gender and *vice versa* in each case as the context may permit or require.

1.4 Pronouns. Each use in this Agreement of a neuter pronoun shall be deemed to include the masculine and feminine variations thereof and *vice versa* and a singular pronoun

shall be deemed to include a reference to the plural pronoun and *vice versa* in each case as the context may permit or require.

- 1.5 Sections And Other Headings.** The section and other headings contained in this Agreement are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.
- 1.6 Recitals.** The recitals to this Agreement do not form a part of the Agreement.
- 1.7 Accounting Terms, Calculations And Submission Of Financial Data.** All accounting terms not defined in this Agreement shall have the meanings usually ascribed to them. All calculations will be made and all financial data to be submitted will be prepared in accordance with the applicable accepted accounting principles in effect in Ontario.

SECTION 2 THE AGREEMENT

- 2.1 The Agreement.** The Agreement includes this document and the following Schedules attached to this document, as such Schedules may be amended from time to time in accordance with this Agreement.

Schedule

- "A" Eligible Project Categories
- "B" Project Report and Annual Financial Report
- "C" Operational Requirements Under The Agreement
- "D" Financial Information For The Project
- "E" Eligible And Ineligible Costs
- "F" Aboriginal Consultation Requirements
- "G" Communications Protocol

- 2.2 Conflict.** In the event of a conflict between any of the documents that form part of this Agreement, the conflict shall be resolved in the following descending order:

- (a) This document; and
- (b) The Schedules attached to this document.

- 2.3 Expiration Date Of Agreement.** This Agreement shall expire on the Expiration Date, unless amended or terminated prior to this date in accordance with this Agreement.

SECTION 3 GENERAL ROLES AND RESPONSIBILITIES OF THE PARTIES UNDER THE AGREEMENT

- 3.1 Provision Of Funds.** Ontario agrees, subject to the terms and conditions of this Agreement to provide Funds up to the amount set out under Part D.1 of Schedule "D" of this Agreement to the Recipient in accordance with Part D.2 of Schedule "D" of this Agreement. The Recipient is solely responsible for securing any additional funding, if needed, to complete any Project to which the Funds being provided under this Agreement have been directed.

- 3.2 Ontario's Role Under Agreement Strictly Limited To Providing Funds.** The Recipient acknowledges and agrees that Ontario's role is strictly limited to providing Funds and that Ontario will have no other involvement in any Project to which Funds are directed or their subsequent maintenance and operation. Ontario is not a manager, decision-maker nor an advisor to the Recipient in relation to any Project to which Funds are directed. Notwithstanding the generality of the foregoing and without limitation, the fact that Ontario may conduct performance reviews and/or audits as provided for hereinafter or issues directions under the terms and conditions of this Agreement shall not be construed by the Recipient as Ontario having a management, decision-making or advisory role. The Recipient further agrees that the Recipient will not seek to include Ontario as a decision-maker, advisor or manager of any Project to which Funds are directed through recourse to a third party, court, tribunal or arbitrator.
- 3.4 Funds Limited To Specific Projects.** The Recipient shall only use the Funds being provided under this Agreement towards Projects that fall within the category of projects set out under Schedule "A" of this Agreement and those Projects have been set out under Part I of the Project Report, as set out under Part B.1 of Schedule "B" of this Agreement.
- 3.5 Recipient To Spend Funds By December 31 Of The Calendar Year.** The Recipient shall spend any Funds provided to it under this Agreement by December 31 of the calendar year in which the Funds was provided under this Agreement. Where the Recipient does not spend the Funds it was provided under this Agreement by December 31 of the calendar year in which the Funds were provided, Ontario may Adjust the Funds that Ontario is providing to the Recipient in the following year by the amount of the Funds that the Recipient did not spend by December 31 the previous calendar year, plus any interest that the Recipient earned on those Funds.
- 3.6 Responsibility For Project.** The Recipient acknowledges and agrees that the Recipient, as opposed to Ontario, is solely responsible for the undertaking, implementation, completion, operation and/or maintenance of any Project to which Funds are directed. The Recipient further agrees that the Recipient will not seek to hold Ontario responsible for the undertaking, implementation, completion, operation and/or maintenance of any Project to which Funds are directed through recourse to a third party, court, tribunal or arbitrator.
- 3.7 Asset Retention.** The Recipient shall comply with Part C.7 of Schedule "C" of this Agreement as it relates to the retention of any assets purchased, rehabilitated or built with Funds being provided under this Agreement.
- 3.8 Behavior Of Recipient.** The Recipient shall carry out any Project to which Funds are directed in an economical and business-like manner, in accordance with the terms and conditions of this Agreement, subject to any reasonable amendments Ontario may agree to or require from time to time in writing.
- 3.9 Ontario Not Responsible For Recipient Obtaining Permits Or Approvals.** For greater certainty, the Parties acknowledge and agree that the entering into this Agreement does not in any way obligate any regulatory authority established under an Act of the Ontario Legislature to issue any type of approval, license, permit or similar

authorization that the Recipient may need or want in relation to any Project to which Funding is directed or to meet any terms or conditions under this Agreement

- 3.10 Ontario May Impose Additional Conditions On The Recipient.** Ontario may impose, at any time, such additional terms or conditions on the Recipient in terms of the Recipient's operations that relate to the use of any Funds which Ontario, acting reasonably, considers appropriate for the proper expenditure and management of the Funds. For greater certainty, any additional terms or conditions Ontario may impose shall be supplements to the existing terms and conditions of this Agreement as opposed to amendments to the terms and conditions of this Agreement.

SECTION 4 FUNDS

- 4.1 Use Of Funds.** Any Funds being provided under this Agreement shall only be used for the payment of Eligible Costs.
- 4.2 Deposit Of Funds In Interest-Bearing Account At Canadian Financial Institution.** The Recipient shall deposit and retain any Funds being provided under this Agreement in an interest-bearing account in the name of the Recipient at a Canadian financial institution in Canada.
- 4.3 Interest Earned By Recipient.** The Recipient shall report to Ontario the amount of any interest earned on any Funds provided to the Recipient under this Agreement in accordance with Part B.2 of Schedule "B" of this Agreement. Ontario reserves the right to request the return of any interest that the Recipient earns on the Funds.
- 4.4 Cost Must Be An Eligible Cost.** For a cost to be considered an Eligible Cost and therefore eligible to be paid from the Funds being provided under this Agreement, the cost must be specifically set out under Part E.1 of Schedule "E" of this Agreement.
- 4.5 Ineligible Costs Shall Not Be Covered Under Agreement.** Any costs set out in Part E.2 of Schedule "E" of this Agreement are Ineligible Costs and shall not be eligible to be paid from the Funds being provided under this Agreement.
- 4.6 Ontario May Declare Costs To Be Eligible.** Despite section 4.4 of this Agreement, but subject to section 4.5 of this Agreement, costs not specifically set out in Part E.1 of Schedule "E" of this Agreement may be deemed in writing to be an Eligible Cost by Ontario, in its sole and absolute discretion on a case-by-case basis.
- 4.7 New Information.** In the event of new information, errors, omissions or other circumstances affecting the determination of the amount of any Funds being provided under this Agreement, Ontario may, in its sole and absolute discretion, Adjust the Funds being provided under this Agreement.
- 4.8 Repayment Of Funds.** The Recipient shall repay Funds to Ontario where:
- (a) The Recipient has used the Funds for a purpose not agreed to by Ontario;
 - (b) The Recipient still has Funds under its charge, management or control;

- (i) On January 1 of the following calendar year in which the Funds were provided, or
- (ii) Upon the expiry or termination of this Agreement; and
- (c) The Recipient receives an overpayment by Ontario and is notified by Ontario of said overpayment,

within fifteen (15) Business Days of receiving a written demand from Ontario.

- 4.9 *Insufficient Funds Provided By Legislature.*** If, in the opinion of the Minister, the Ontario Legislature does not provide sufficient funds to continue the Funds for any Fiscal Year which this Agreement is in effect, Ontario may immediately, without any liability, cost or penalty and without any prejudice to any other rights or remedies Ontario has under this Agreement or at law or equity, terminate this Agreement.
- 4.10 *Ontario May Adjust The Funds.*** Despite any other provision in this Agreement, Ontario may Adjust the Funds being provided under this Agreement.

SECTION 5 PAYMENT UNDER AGREEMENT

- 5.1 *Eligibility Of Costs Or Expenses.*** In order for a cost or expense to be eligible to be paid from the Funds being provided under this Agreement, the cost or expense:
- (a) Must be reasonable;
 - (b) Must be directly related to the Project in which the Funds are directed;
 - (c) Must be an Eligible Cost;
 - (d) Must not be an Ineligible Cost; and
 - (e) Must, subject to sections 4.4 and 4.5 of this Agreement, have been incurred on or after the Effective Date of this Agreement for the first year and January 1 of each calendar year this Agreement is in effect and spent by December 31 of the same calendar year.
- 5.2 *Payment Of Funds.*** Subject to all terms and conditions of this Agreement, Ontario shall pay any Funds to the Recipient in accordance with Part D.2 of Schedule “D” of this Agreement.
- 5.3 *Conditions Precedent For Payment Of Funds.*** Despite section 5.2 and Part D.2 of Schedule “D” of this Agreement, Ontario may withhold the payment of any Funds to the Recipient until the Recipient has met the following further conditions precedent:
- (a) The Recipient has submitted to the Ministry of Municipal Affairs and Housing any outstanding Financial Information Returns by December 31 of each calendar year;
 - (b) The Recipient has submitted to the Ministry a copy of their asset management plan and any subsequent updates by December 31 of each calendar year
 - (c) The Recipient has:
 - (i) Where the Recipient has previously committed to making its asset management plan publically available under any other agreement it has entered into with Her Majesty the Queen in Right of Ontario, the Recipient has made its asset management plan public by:

- a. Posting its asset management plan on its website, if it has one, or
 - b. Made its asset management plan publicly available and has provided Ontario with information as to how it has made its asset management plan publicly available; or
- (ii) Where the Recipient has not previously committed to completing an asset management plan by December 31, 2014 under any other agreement it has entered into with Her Majesty the Queen in Right of Ontario, the Recipient has submitted a declaration certifying that the Recipient is committed to developing an asset management plan that includes all of the information and analysis described in *Building Together: Guide for Municipal Asset Management Plans*, by December 31, 2015;
- (d) The Recipient has provided evidence that the insurance required by section 8.1 of this Agreement has been obtained within ten (10) Business Days of Ontario's request;
 - (e) The Recipient has provided Ontario with any requested information within ten (10) Business Days of Ontario's request; and
 - (f) The Recipient has not or is not meeting any duty to consult with Aboriginal Groups requirements set out under this Agreement.

5.4 Withholding Payment Of Funds. Ontario may, in its sole and absolute discretion, withhold the payment of any Funds to the Recipient where:

- (a) Ontario is of the opinion that a Project in which the Funds are directed is not progressing in accordance with how other projects of a similar size and scope would progress under similar circumstances; and
- (b) Ontario is of the opinion that the Recipient is, without limitation, not in compliance with any other agreements that the Recipient has entered into with Her Majesty the Queen in Right of Ontario where Ontario may be providing financial assistance to the Recipient, directly or indirectly, under that agreement. Where Ontario withholds the payment of any Funds to the Recipient, the following shall apply:
 - (i) Ontario has complete and absolute discretion to determine whether the Recipient is in compliance with the terms or conditions of any other funding agreements, such as the Municipal Infrastructure Investment Initiative and the Small, Rural and Northern Municipal Infrastructure Fund, whereby the Recipient is receiving, directly or indirectly, funding from Ontario;
 - (ii) Ontario shall continue to withhold any payments of any Funds to the Recipient under this Agreement until the Recipient has come into compliance with the terms and conditions of any other agreement whereby the Recipient receives, directly or indirectly, funding from Ontario; and
 - (iii) Ontario agrees that it will act reasonably when applying this section 5.4 of the Agreement and shall promptly notify the Recipient of any determinations made by Ontario with respect to the application of this section 5.4 of the Agreement.

SECTION 6
RECIPIENT'S REPRESENTATIONS, WARRANTIES, COVENANTS, ACKNOWLEDGEMENTS AND AGREEMENTS

6.1 Recipient's Representations, Warranties And Covenants. The Recipient represents, warrants and covenants that:

- (a) It validly exists as a legal entity, and will continue to exist for the Term of the Agreement, with full power to perform and observe all of the terms and conditions of this Agreement and that it will continue to validly exist until the Expiration Date of this Agreement;
- (b) It has the authority and any necessary approvals to enter into this Agreement and to carry out its terms and conditions and that it is not bound by any other agreement that would in any way interfere with Ontario's rights under this Agreement;
- (c) Where applicable, it has passed the requisite by-laws to undertake any Project in which Funds are directed;
- (d) It is conducting its business in accordance with all Requirements of Law and it shall continue to conduct its business in accordance with all Requirements of Law until the Expiration Date of this Agreement;
- (e) It has all permits, approvals, licenses, certificates or other similar documents that are required to carry out any Project to which Funds are directed or that it will apply for all permits, approvals, licenses, certificates or other similar documents before carrying out the Project; and
- (f) All information provided to Ontario in relation to any Funds being provided under this Agreement remains true, correct and complete as of the date this Agreement is signed in every material respect, except as set out to the contrary herein.

6.2 Governance. The Recipient represents, warrants and covenants that it has and shall maintain until the Expiration Date of this Agreement all legally necessary instruments to:

- (a) Establish a code of conduct and ethical responsibilities for the Recipient;
- (b) Establish procedures to ensure the ongoing effective functioning and continuance of the Recipient until the Expiration Date of this Agreement;
- (c) Establish decision-making mechanism;
- (d) Provide for the prudent and effective management of any Funds being provided under this Agreement;
- (e) Establish procedures to enable the timely identification of risks that would interfere with the Recipient meetings its obligations under this Agreement and strategies to address the identified risks;
- (f) Establish procedures to enable the preparation and delivery of all reports under this Agreement; and
- (g) Be responsible for other matters as the Recipient considers necessary to ensure that the Recipient carries out its obligations under this Agreement.

6.3 Additional Covenants. The Recipient undertakes to advise Ontario within five (5) Business Days of the occurrence during the Term of this Agreement of any actions, suits or other proceedings which could or would prevent compliance with the terms and conditions of this Agreement.

- 6.4 Recipient Shall Provide Proof Of Compliance Upon Ontario's Request.** The Recipient shall, upon receiving a written notice from Ontario, provide to Ontario with proof of the matters referred to in sections 6.1 to 6.3 of this Agreement within the time period set out in the notice. Despite section 5.2 and Part D.2 of Schedule "D" of this Agreement, and without limiting the generality of section 5.3 of this Agreement, Ontario may withhold the payment of any Funds under this Agreement until the Recipient provides Ontario with proof of its compliance with the matters referred to in sections 6.1 to 6.3 of this Agreement. Ontario may also, despite anything else in this Agreement and without limiting any remedies Ontario may have under this Agreement, at law or equity, Adjust the Funds if the Recipient is not in compliance with the matters referred to in sections 6.1 to 6.3 of this Agreement at any time during the Term of this Agreement.

SECTION 7 CONFLICT OF INTEREST AND CONFIDENTIALITY

- 7.1 No Conflicts Of Interest.** The Recipient shall ensure that any Person associated with the Project in whatever capacity carries out the administration of any Funds in all its aspects without an actual, potential or perceived Conflict of Interest.
- 7.2 Disclosure Of Conflict Of Interest Situations.** The Recipient shall:
- (a) Disclose to Ontario, without delay, any situation that a reasonable person would interpret as an actual, potential or perceived Conflict of Interest; and
 - (b) Comply with any terms and conditions that Ontario may impose as a result of the disclosure.
- 7.3 Ontario Bound By FIPPA.** The Recipient acknowledges that the provisions of the FIPPA and its regulations bind Ontario.

SECTION 8 INSURANCE

- 8.1 Recipient Shall Have Insurance.** The Recipient shall put in effect and maintain until the Expiration Date of this Agreement at its own expense all necessary insurance that would be considered appropriate by a reasonable for the types of Projects in which Funds are being directed, including Commercial General Liability Insurance, for third party bodily injury, personal injury and property damage to an inclusive limit of not less than the amount indicated in Part C.3 of Schedule "C" of this Agreement per occurrence with insurers with an A.M. Best rating of B+ or equivalent. The Recipient's Commercial General Liability Insurance policy shall include:
- (a) The Indemnified Party as an additional insured with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
 - (b) A cross-liability clause;
 - (c) Contractual Liability coverage;
 - (d) Products and Completed Operations Liability coverage;
 - (e) Employers Liability;
 - (f) Tenants Legal Liability (for premises/building leases only);

- (g) Non-Owned automobile coverage with blanket contractual and physical damage coverage for hired automobiles; and
- (h) A thirty (30) day written notice of cancellation, termination or material change clause.

8.2 Ontario To Have Priority Right On Any Proceeds Of Insurance Policy. The Recipient acknowledges and agrees that Ontario shall have a priority over any other Person, including the Recipient, to use or enjoy the benefits of the proceeds from the insurance required under section 8.1 of this Agreement to pay any claim, suits, judgments, demands, expenses, actions, causes of action and losses, including, without limitation, reasonable legal expenses and any claim for a lien made pursuant to the *Construction Lien Act* (Ontario) and for any and all liability for damages to property and injury to persons, including death, that may be brought against Ontario as a result of this Agreement.

SECTION 9 LIMITATION OF LIABILITY AND INDEMNIFICATION

9.1 Exclusion Of Liability. In no event shall Ontario be liable for any general, compensatory, incidental, special or consequential damages, or any loss of use, revenue or profit by the Recipient or the Recipient's officers, servants, employees and agents arising out of or in any way related to this Agreement.

9.2 Recipient To Indemnify Ontario. The Recipient shall indemnify and hold harmless the Indemnified Party from and against all suits, judgments, claims, demands, expenses actions, causes of action and losses, including, without limitation, reasonable legal expenses and any claim for lien made pursuant to the *Construction Lien Act* (Ontario), and for any and all liability for damages to property and injury to persons, including death, which the Indemnified Party may incur, otherwise than by reason of their own gross negligence or wilful misconduct, as a result of or arising out of or in relation to any breach by the Recipient of the terms of this Agreement, or the Recipient's own negligence or wilful misconduct, as a result of or arising out of or in relation to:

- (a) The performance of this Agreement or the breach of the terms of this Agreement by the Recipient, its officers, servants, employees and agents, or by a third party and any of its officers, employees servants or agents;
- (b) The ongoing operation, maintenance and repair of the Project; or
- (c) Any omission or other wilful or negligent act of the Recipient, a third party or their respective employees, officers, servants or agents.

9.3 Further Indemnification Of Ontario. The Recipient further agrees to indemnify and hold harmless the Indemnified Party from any general, compensatory, incidental, indirect, special or consequential damage or any loss of use, revenue or profit which the Indemnified Party may incur or related in any way to this Agreement or the Project in tort, contract or otherwise other than by reason of their own gross negligence or wilful misconduct, as a result of or arising out or in relation to:

- (a) The performance of this Agreement or any breach of the terms and conditions of this Agreement by the Recipient, its officers, servants, agents, employees and Consultants or by a third party and any of its officers, servants, agents or

employees where the third party entered into a Contract with the Recipient in relation to the Project;

- (b) The ongoing operation, maintenance and repair of the Project; or
- (c) Any omission or negligent act or misconduct of the Recipient its officers, servants, agents, employees and Consultants or by a third party and any of its officers, servants, agents or employees where the third party entered into a Contract with the Recipient in relation to the Project.

9.4 Recipient To Require Third Parties To Indemnify Ontario. The Recipient shall use all reasonable efforts to ensure that all third parties that the Recipient enters into a Contract with indemnify and hold harmless the Indemnified Party from and against all suits, judgments, claims, demands, expenses actions, causes of action and losses, including, without limitation, reasonable legal expenses and any claim for lien made pursuant to the *Construction Lien Act* (Ontario), and for any and all liability for damages to property and injury to persons, including death, which the Indemnified Party may incur, otherwise than by reason of their own negligence or wilful misconduct, as a result of or arising out of or in relation to any breach by the Recipient of the terms of this Agreement, or the Recipient's own negligence or wilful misconduct, as a result of or arising out of or in relation to:

- (a) The performance of this Agreement or the breach of the terms of this Agreement by the Recipient, its officers, servants, employees and agents, or by a third party and any of its officers, employees servants or agents;
- (b) The ongoing operation, maintenance and repair of the Project; or
- (c) Any omission or other wilful or negligent act of the Recipient, a third party or their respective employees, officers, servants or agents.

The Recipient agrees to take and implement any reasonable direction from Ontario in relation to the enforcement or assertion of this section 9.4 of the Agreement as against any third party.

9.5 Recipient To Limit Heads Of Damage As Against Ontario In Contracts With Third Parties. The Recipient shall use commercially reasonable efforts to include in the Recipient's Contracts with any third party a provision that provides notwithstanding anything else, and in no event whatsoever, shall Ontario be liable to the third party for any incidental, indirect, special or consequential damage or any loss of use, revenue or profit which the Indemnified Party may incur as a result of anything under or related in any way to this Agreement or the Project in tort, contract or otherwise. The Recipient agrees to take and implement any reasonable direction from Ontario in relation to the enforcement of this section 9.5 of the Agreement as against any third party.

SECTION 10 PROCUREMENT

10.1 Ontario Not Responsible For Claims Under Tender/Bidding Process. Without limiting the generality of section 9.1 of this Agreement, Ontario shall not be responsible for any claim arising from the tender and bidding process in relation to any Project in which Funds are directed.

10.2 Competitive Procurement Process. The Recipient shall acquire and manage its equipment, services and supplies, including any construction component, required for any Project in which Funds are directed through a transparent, competitive process that ensures the best value for any Funds expended. Without limiting the generality of the foregoing, where the Recipient is a municipal entity to which the *Municipal Act, 2001* (Ontario) is applicable, the Recipient shall follow its procurement policies as required under the *Municipal Act, 2001* (Ontario). Where the Recipient is a Local Services Board or any other entity not covered by the *Municipal Act, 2001* (Ontario), the Recipient shall ensure that for equipment, services and supplies, the estimated costs of which exceed twenty-five thousand dollars (\$25,000.00), the Recipient obtains at least three (3) written quotes unless Ontario gives prior written approval. The requirement for a competitive process under this section 10.2 of the Agreement may be waived with prior written approval by Ontario, if:

- (a) The equipment, services or supplies the Recipient is purchasing is specialized and is not readily available; or
- (b) The Recipient has researched the market for a similar purchase within the last two (2) years and knows prevailing market costs for the equipment, services or supplies purchased.

10.3 BPSAA. For the purposes of clarity, if the Recipient is subject to the *BPSAA* and there is a conflict between any of the requirements of this Agreement and the requirements of the *BPSAA*, the *BPSAA* shall apply.

10.4 Contracts. The Recipient shall ensure that all Contracts:

- (a) Are consistent with this Agreement;
- (b) Do not conflict with this Agreement;
- (c) Incorporate the relevant provisions of this Agreement to the fullest extent possible;
- (d) Are managed in a way that is transparent, competitive and consistent with value for money principles
- (e) Require that any third parties thereto comply with all Requirements of Law; and
- (f) Authorize Ontario to collect, use and disclose in accordance with the Requirements of Law information and data gathered by the third party in connection with Project, perform audits of the third party and monitor the Project as Ontario sees fit.

10.5 Costs Of Contracts Not Awarded In Compliance With This Section May Be Deemed Ineligible. If Ontario determines that the Recipient has awarded a Contract in a manner that is not in compliance with this section 10 of the Agreement, Ontario may, upon written notification to the Recipient, deem the costs associated with the Contract as being ineligible for payment from the Funds.

10.6 Goods And Services To Be Procured In Competitive Manner And At Price No Greater Than Fair Market Value. Despite anything else contained in this section 10 of the Agreement, the Recipient shall ensure that all goods and services purchased with any Funds being provided under this Agreement are purchased or acquired at competitive prices that are no greater than fair market value after deducting trade discounts and/or any other discounts available to the Recipient.

- 10.7 Recipient To Keep Records Of Contracts.** The Recipient shall keep and maintain proper and accurate accounts and records, including, but not limited to, all Contracts, invoices, statements, receipts and vouchers in relation to any Project in which Funds are directed for a period of at least seven (7) years after the Term of this Agreement.
- 10.8 Trade Agreements.** If the Recipient is subject to any provincial or federal trade agreements to which Ontario is a party, the Recipient shall comply with the applicable requirements of such trade agreements. In particular, and without limitation, if the Recipient is subject to Annex 502.4 of the *Agreement on Internal Trade*, the Recipient shall comply with all applicable requirements of Annex 502.4. In the event of any conflict between the requirements of any other provisions of this section 10 of the Agreement and the requirements of Annex 502.4, the requirements of Annex 502.4 shall apply to the extent of the conflict.

SECTION 11 ABORIGINAL CONSULTATION

- 11.1 Provision Of Funds Dependent Upon Ontario Meeting Its Duty To Consult Obligations.** The Recipient hereby acknowledges and agrees that the provision of any Funds under this Agreement is strictly conditional upon Ontario satisfying any obligation it may have to consult with and, if required, accommodate any Aboriginal Group with an interest in any Project in which Funds are directed in order for the Project to proceed.
- 11.2 Recipient Ontario's Delegate For Purposes Of Consultation With Aboriginal Groups.** By entering into this Agreement, Ontario delegates the procedural aspects of any consultation obligations Ontario may have with any Aboriginal Group in relation to any Project in which Funds are directed to the Recipient as set out in Schedule "F" of this Agreement. The Recipient, by signing this Agreement, acknowledges that Ontario has delegated the procedural aspects of any consultation obligations Ontario may have with any Aboriginal Group in relation to any Project in which Funds are directed and accepts said delegation and agrees to act diligently as Ontario's delegate so as to preserve the Honour of the Crown in relation to any consultation obligations Ontario may have in relation to any Project in which Funds are directed.
- 11.3 Recipient's Obligations In Relation To Consultations.** The Recipient shall:
- (a) Be responsible for consulting with any Aboriginal Group that has an interest in any Project in which Funds are directed on behalf of Ontario in accordance with Schedule "F" of this Agreement;
 - (b) Take directions from Ontario in relation to consulting with any Aboriginal Group with an interest in any Project in which Funds are directed as well as any other directions Ontario may issue in relation to consultations, including suspending or terminating any Project in which Funds are directed; and
 - (c) Provide a detailed description of any actions it took in relation to consultation with any Aboriginal Group with an interest in any Project in which Funds are directed in its Project Report, as set out under Part B.1 of Schedule "B" of this Agreement.
- 11.4 Recipient Shall Not Start Construction On Project Until Recipient Provides Evidence To Ontario That Notice Of The Project Has Been Given To Identified Aboriginal Groups.** The Recipient shall not commence or allow any third party to

commence construction on any aspect of any Project in which Funds are directed for forty-five (45) Business Days, or such other time as Ontario may direct, after it has provided Ontario with written evidence that the Recipient has sent notice about any Project in which Funds are directed to the Aboriginal Groups identified in accordance with Schedule “F” of this Agreement.

SECTION 12 COMMUNICATIONS

- 12.1 *Recipient To Follow Communications Protocol.*** The Recipient shall follow the Communications Protocol set out under Schedule “G” of this Agreement.

SECTION 13 REPORTS

- 13.1 *Project Report.*** The Recipient shall submit a Project Report for every Project it proposes to direct Funds under this Agreement toward, as set out under Part B.1 of Schedule “B” of this Agreement, to Ontario by the date indicated in Part C.4 of Schedule “C” of this Agreement and in accordance with the requirements set out under Part B.1 of Schedule “B” of this Agreement during the Term of this Agreement. The Recipient shall follow such reasonable administrative procedures as Ontario may specify from time to time.
- 13.2 *Annual Financial Report.*** The Recipient shall submit an Annual Report, as set out under Part B.2 of Schedule “B” of this Agreement, to Ontario on the dates set out in Part C.5 of Schedule “C” of this Agreement and in accordance with the requirements set out under Part B.2 of Schedule “B” of this Agreement during the Term of this Agreement. The Recipient shall follow such reasonable administrative procedures as Ontario may specify from time to time.
- 13.3 *Additional Reports Upon Request.*** The Recipient shall, upon Ontario's request in writing, collect such information and provide such additional reports as Ontario may specify from time to time during the Term of this Agreement. The Recipient shall provide any additional reports within ten (10) Business Days of the request, unless the request provides otherwise.
- 13.4 *Compliance Attestation.*** The Recipient shall provide a compliance attestation in accordance with the following when any reports required under sections 13.1 to 13.3 of this Agreement is submitted:
- (a) Where the Recipient is a municipality, the compliance attestation shall be signed by the Recipient's Administrative Officer/Clerk or Treasurer.
 - (b) Where the Recipient is a LSB, the compliance attestation shall be signed by the Recipient's Chair or secretary.

SECTION 14
RECORDS, INSPECTION, AUDITS AND THE PROVISION OF INFORMATION

14.1 Recipient's Obligations Under Agreement. The Recipient:

- (a) Shall keep and maintain all financial records, receipts, invoices and other financially-related documents relating to any Funds or otherwise in relation to any Project in which Funds are directed in a manner consistent with generally accepted accounting principles and clerical practices, and shall maintain such records and keep them available for review by Ontario for a period of seven (7) years from the Expiration Date of this Agreement; and
- (b) Shall maintain all non-financial documents and records relating to any Funds or otherwise to any Project in which Funds are directed, including any records it receives about the people it serves, in a confidential manner consistent with all Requirements of Law.

14.2 Ontario May Inspect Recipient's Premises And Projects' Premises At Any Time.

Ontario reserves the right to inspect the Recipient's premises and any premises of any Project in which Funds are directed at any time as it relates to the provision of any Funds under this Agreement. Without limiting the generality of the foregoing, the Recipient hereby authorizes Ontario, its employees and agents, including the Auditor General, to, upon twenty-four (24) hours' written notice and during normal business hours, enter the Recipient's premises to review the status of any Project in which Funds are directed and to copy any financial records, invoices and other financially-related documents, including all Contracts the Recipient has entered into in relation to any Project in which Funds are directed.

14.3 Audits. Ontario may, at its own expense, conduct audits of any Project in which Funds are directed. Ontario may require the assistance of an external auditor to carry out an audit. If so, Ontario shall be responsible for retaining the external auditor.

14.4 Auditor General. The Auditor General may, at the Auditor General's cost, conduct an audit with respect to the use of any Funds under this Agreement. For the purposes of facilitating such an audit, the Recipient shall release to Ontario upon request and in a timely manner, for the purpose of releasing to the Auditor General:

- (a) All records held by the Recipient, or by agents or contractors of the Recipient relating to this Agreement and/or the use of the Funds; and
- (b) Such further information and explanations as the Auditor General, or anyone acting on behalf of the Auditor General, may request relating to any part of this Agreement or the use of the Funds.

14.5 Information. The Recipient shall supply to Ontario, within ten (10) Business Days of receiving a written request, such information in respect of this Agreement or any Project in which Funds are directed as Ontario requests unless the request provides otherwise.

14.6 Provision Of Information Is A True Condition Precedent. If, in the opinion of Ontario, any of the information requirements of this Agreement are not met, Ontario may in its sole and absolute discretion, and despite section 5.2 and Part D.2 of Schedule "D" of this Agreement, require the information as a condition precedent to the payment of any Funds under this Agreement.

SECTION 15
DEFAULT AND TERMINATION

15.1 Events Of Default. Ontario may, acting in a reasonable manner, without liability, cost or penalty and without prejudice to any other rights or remedies of Ontario under this Agreement or at law or in equity, terminate this Agreement immediately upon giving written notice to the Recipient where:

- (a) In the opinion of Ontario:
 - (i) The Recipient has provided false or misleading information to Ontario;
 - (ii) The Recipient breaches a material term or condition of this Agreement, where materiality is to be determined by Ontario, in its sole and absolute discretion, acting reasonably;
 - (iii) The Recipient breaches a material term or condition of any other funding agreement it has with Ontario, where materiality is to be determined by Ontario, in its sole and absolute discretion, acting reasonably;
 - (iv) The Recipient is unable to continue with any Project in which Funds are directed or the Recipient is likely to discontinue any Project in which Funds are directed;
 - (v) A material adverse change occurs such that the viability of a Recipient as a going concern is threatened;
- (b) The Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or is petitioned into bankruptcy, or files for the appointment of a receiver; or
- (c) The Recipient ceases to operate.

15.2 Remedies On Default. Despite any other rights Ontario has under this Agreement, if an Event of Default has occurred, Ontario shall have the following remedies:

- (a) Ontario shall not have to provide any further Funds under this Agreement;
- (b) Ontario may, at its option, terminate this Agreement immediately after any notice period expires or may, in its sole and absolute discretion, Adjust the Funds, including a demand to return all Funds provided under this Agreement;
- (c) Ontario may avail itself of any of its legal remedies that it may deem appropriate.

15.3 Additional Remedies. In addition to the remedies described in section 15.2 of this Agreement, Ontario may commence such legal action or proceedings as it, in its sole and absolute discretion, may deem expedient, without any additional notice under this Agreement. The rights and remedies of Ontario hereunder are cumulative and in addition to, and not in substitution for, all other rights or remedies otherwise available to Ontario at law, equity or under statute.

15.4 Waiver Of Event Of Default Must Be In Writing. Ontario may, in its sole and absolute discretion, at any time, waive any above-mentioned Event of Default which may have occurred provided that no such waiver shall extend to, or be taken in any manner whatsoever to affect, any subsequent Event of Default or the right to remedies resulting therefrom, and that no such waiver shall be, or shall be deemed to constitute, a waiver of such Event of Default unless such waiver is in writing from Ontario. Ontario may also impose conditions on any waiver it provides under this section 15.4 of the Agreement.

- 15.5 Ontario's Discretion To Terminate Agreement.** Despite anything else contained in this Agreement, Ontario may, without liability, cost or penalty and without prejudice to any other rights or remedies Ontario may have under this Agreement or at law or in equity terminate this Agreement at any time upon one hundred and eighty (180) days' notice to the Recipient, provided it acts reasonably in doing so.
- 15.6 Termination Of Agreement For Circumstances Beyond The Control Of A Party.** Neither Party shall be liable for damages caused by delay or failure to perform its obligations under this Agreement where such delay or failure is caused by an event beyond its reasonable control. Should the event last more than ninety (90) Business Days, this Agreement shall terminate and the process set out under section 15.5 of this Agreement shall be followed, with any necessary modifications.
- 15.7 Date of Termination.** In the event of termination pursuant to this section 15 of the Agreement, the effective date of termination shall be the last day of the notice period, the last day of any subsequent notice period or immediately, whichever applies.

SECTION 16 GENERAL PROVISIONS

- 16.1 Terms Binding.** The Recipient shall take all reasonable measures to ensure that its officers, directors, partners, employees, agents, third party contractors shall be bound to observe all of the terms and conditions of this Agreement, including, but not limited to all of the covenants, representations and warranties set out herein.
- 16.2 Representatives May Bind Parties.** The Parties represent and warrant that their respective representatives have the authority to legally bind them to the extent permissible by the Requirements of Law.
- 16.3 Further Assurances.** The Parties agree to do or cause to be done all acts or things necessary to implement and carry into effect this Agreement to its full extent.
- 16.4 Agreement Binding.** This Agreement shall enure to the benefit of and be binding upon the Parties, their successors, executors, administrators, heirs and their permitted assigns.
- 16.5 Waivers In Writing.** If a Party fails to comply with any term of the Agreement, that Party may only rely on a waiver of the other Party if the other Party has provided a written waiver in accordance with the notice provisions set out in section 16.19 of this Agreement. Any waiver must refer to a specific failure to comply and shall not have the effect of waiving any subsequent failures to comply.
- 16.6 Tolerance Of Indulgence Of Breach Not A Waiver.** Any failure by Ontario to insist in one or more instances upon strict performance by the Recipient of any of the terms or conditions of this Agreement shall not be construed as a waiver by Ontario of its rights to require strict performance of any such terms or conditions, and the obligations of the Recipient with respect to such performance shall continue in full force and effect.

- 16.7 Time Is Of The Essence.** In the performance and observance of the terms and conditions of this Agreement, time is of the essence and no extension or variation of this Agreement shall operate as a waiver of this provision.
- 16.8 Severability.** If any term or condition of this Agreement, or the application thereof to the Parties or to any persons or circumstances, is to any extent invalid or unenforceable, the remainder of the Agreement, and the application of such term or condition to the Parties, persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby.
- 16.9 No Assignment Of Agreement.** The Recipient shall not assign this Agreement to any other person unless the Ontario agrees to the assignment in writing. Ontario may impose any terms or conditions.
- 16.10 No Amendment.** This Agreement shall not be varied or amended except by a document in writing, dated and signed on behalf of the Parties.
- 16.11 Joint Authorship Of Agreement.** The Parties shall be considered joint authors of this Agreement and no provision herein shall be interpreted against one Party by the other Party because of authorship. No Party shall seek to avoid a provision herein because of its authorship through recourse to a third party, court, tribunal or arbitrator.
- 16.12 Parties Independent.** The Recipient acknowledges that it is not an agent, joint venturer, partner or employee of Ontario and the Recipient shall not take any actions that could establish or imply such a relationship.
- 16.13 Recipient Cannot Represent Ontario.** The provision of any Funds to the Recipient pursuant to this Agreement is for the sole purpose of, and is limited to, allowing the Recipient to carry out the Project. The Recipient represents, warrants and agrees that under no circumstances shall it enter into any contract or commitment in the name of or on behalf of Ontario. The Recipient acknowledges and agrees that it is not by the terms and conditions of this Agreement or otherwise granted any right or authority to assume or to create any obligations or responsibility, express or implied, on behalf of or in the name of Ontario, to act as an agent of Ontario or to bind Ontario in any manner whatsoever other than as specifically provided under this Agreement.
- 16.14 Consultants.** Ontario acknowledges and recognizes that, in connection with the carrying out the Project, the Recipient may engage one or more Consultants. Ontario acknowledges and agrees that the Recipient shall have the sole authority and responsibility for such employees, agents or Consultants, including the hiring and termination. The Recipient acknowledges and agrees that the Recipient shall be responsible for all acts and actions of the Recipient's employees, agents and Consultants and that all such acts and actions shall be treated as actions of the Recipient for the purposes of this Agreement.
- 16.15 Lobbyists And Agent Fees.** The Recipient represents and warrants:
- (a) Any person hired by the Recipient to speak or correspond with any employee or other person representing Ontario concerning any matter relating to any Funds under this Agreement or any benefit hereunder is registered, if required to register, pursuant to the *Lobbyists Registration Act, 1998*;

- (b) It has not and will not make a payment or other compensation to any legal entity that is contingent upon or is calculated upon the provision of any Funds hereunder or negotiating the whole or any part of the terms and/or conditions of this Agreement; and
- (c) No money from the Government of Ontario was used to lobby or otherwise secure the provision of any Funds hereunder.

16.16 Debt Owning To Her Majesty The Queen In Right Of Ontario. Any payment that the Recipient is required to make under this Agreement shall constitute a debt due and owing to Her Majesty the Queen in Right of Ontario and the Recipient shall pay the amount to Ontario immediately upon written demand unless Ontario directs otherwise.

16.17 Her Majesty The Queen In Right Of Ontario May Charge Interest. Her Majesty the Queen in Right of Ontario may charge the Recipient interest on any monies owing by the Recipient at the then current interest rate charged by the Province of Ontario on accounts receivable.

16.18 Set-Off By Ontario. In the event that the Recipient is indebted to Her Majesty the Queen in Right of Ontario under this Agreement, Ontario may set-off that debt against any amounts payable to the Recipient by Her Majesty the Queen in Right of Ontario. This right of set-off is in addition to any rights of set-off it has under the *Financial Administration Act* (Ontario) or the *Financial Administration Act* (Canada).

16.19 Notice And Service Of Documents Under Agreement. Notices shall be in writing and shall be delivered by postage-prepaid mail, personal delivery, facsimile transmission or Email transmission and shall be addressed to Ontario and the Recipient respectively, as set out in Part C.6 of Schedule "C" of this Agreement.

Notice shall be deemed to have been received:

- (a) In the case of postage-prepaid mail, five (5) Business Days after such notice is mailed; or
- (b) In the case of personal delivery, facsimile transmission or Email transmission, one (1) Business Day after such notice is delivered to the other Party.

In the event of a postal disruption, notices shall be given by personal delivery, facsimile transmission or Email transmission. Unless the Parties expressly agree in writing to additional methods of notices, notices may only be provided by the method(s) contemplated in this section 16.19 of the Agreement.

The Parties agree that for the purposes of this section 16.19 of the Agreement, the name(s) of the individuals may be changed without amending the Agreement through the Party making the change providing written notice to the other Party of said change.

16.20 Governing Law. This Agreement and the rights, obligations and relations of the Parties shall be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings in connection with this Agreement shall be conducted in Ontario.

16.21 Agreement Executed In Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together, shall constitute one and the same agreement.

16.22 Entire Agreement. This Agreement, including its Schedules, embodies the entire Agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations or agreements. No prior document, discussion, negotiation, provision undertaking or agreement in relation to the subject matter of this Agreement has any legal effect. No representation or warranty, whether express, implied or otherwise, has been made by Ontario to the Recipient except as expressly set out in this Agreement.

16.23 Survival. The provisions of this Agreement that by their nature survive the expiration or early termination shall so survive. Without limiting the generality of the foregoing, the provisions that shall survive the termination or expiration of this Agreement for a period of seven (7) years from the Expiration Date or termination of this Agreement, whichever occurs first, include: sections 3 to 6, 9, 11 and 13 to 15; subsections 1.2 to 1.7, 2.2, 16.5, 16.6, 16.8, 16.10 to 16.12, and 16.16 to 16.23; Parts C.6 and C.7 of Schedule “C” of this Agreement and Schedules “E” and “F”; along with all applicable defined terms within section 1, all cross-referenced provisions within the foregoing sections, subsections and Schedules.

IN WITNESS WHEREOF the Parties have executed this Agreement on the dates set out below.

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO,
as represented by the Minister of Agriculture, Food and Rural Affairs

Name: George Borovilos Date _____
Title: Assistant Deputy Minister (A)

I have the authority to bind the Crown pursuant to delegated authority.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

Name: Andy Major Date _____
Title: Mayor

Name: Cecile Kerster Date _____
Title: Municipal Manager Clerk

I/We have the authority to bind the Recipient.

SCHEDULE "A"
ELIGIBLE PROJECT CATEGORIES

Eligible Projects include:

The development and implementation of asset management plans (e.g. software, training, inspections) for core infrastructure assets

Capital projects and capital maintenance for the renewal, rehabilitation and replacement of core infrastructure assets which include:

- Roads
 - o Paved Roads
 - o Unpaved Roads
 - o Street lighting and sidewalks may be included as eligible items when part of a road project.
- Bridges and Culverts
- Water
 - o Water Treatment
 - o Water Distribution/Transmission
- Wastewater
 - o Wastewater Treatment & Disposal
 - o Sanitary Sewer Systems
 - o Storm Sewer Systems (Urban and Rural)
 - o Note: Routine upgrades or improvements to storm water infrastructure and drainage are ineligible; an eligible project must eliminate or significantly reduce the potential for serious damages to adjacent critical infrastructure (e.g. roads, bridges).

Funds are not to be used for growth-related expansion projects (e.g., new subdivision infrastructure).

A Recipient may choose to transfer its yearly allocation to another eligible Recipient in the furtherance of a joint project. A Recipient will only be allowed to transfer Funds if the following are in place:

- The participating Recipients will need to inform Ontario that they are undertaking a joint project and put formal agreements in place for the joint project that provide details on the shared funding arrangement and reason for the transfer of Funds.
- The Project being funded is listed as a priority in the asset management plans of all Recipients involved in the Project.

**SCHEDULE “B”
PROJECT REPORT AND ANNUAL FINANCIAL REPORT**

PART B.1 – PROJECT REPORT

The Project Report shall indicate to the Ministry what Project the Recipient will use the Funds for. The Project Report contains two sections: (1) Proposed Project Reporting Table and (2) Annual Project Information Update. The Recipient must submit a separate Project Report for every Project proposed to utilize the Funds.

PROPOSED PROJECT REPORTING TABLE

Section A of the applicable Project Report must be submitted 45 Business Days prior to the start of any construction or no later than March 31st of each calendar year.

Should the Recipient require a revision in the Project set out in the Project Report; the Recipient shall revise the Project Report and submit an updated Project Report as soon as possible to the Ministry and prior to any construction being undertaken on the Project. The Recipient shall note that the Project has been changed from the original Project Report.

ANNUAL PROJECT INFORMATION UPDATE

Section B of the applicable Project Report must be submitted no later than December 31st of each calendar year.

There are two (2) Project Reports:

- Project Report A: Road Resurfacing or Asset Management Projects
- Project Report B: Other Eligible Projects

For Projects involving asset management or road resurfacing, use report “A”.

Road resurfacing is defined as a road Project where the land will not be disturbed, altered or affected through excavation (i.e., no increase in width, change in alignment, etc.) except for the removal of the current surface and the installation of a new surface.

For all other Projects use report “B”.

PART B.2 – ANNUAL FINANCIAL REPORT

The Recipient shall provide an annual financial update to the Ministry in the form prescribed no later than December 31st of each calendar year.

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PROJECT REPORTS

ONTARIO COMMUNITY INFRASTRUCTURE FUND – FORMULA COMPONENT PROJECT REPORT A – ROAD RESURFACING OR ASSET MANAGEMENT PROJECTS



Municipality / LSB Name	2T	Title	2T	Date	2T
Contact Name	2T	Phone Number	2T		
Email	2T				

SECTION A: PROPOSED PROJECT REPORTING TABLE

Section A must be filled out and submitted to the ministry 45 Business Days prior to the start of any construction or no later than March 31st. Once the project is completed or if your annual update is due Section B of this report should be completed. A separate report should be filled out for every project you are planning to utilize Formula Component Funds for. If plans change and a new project is selected to utilize program funds, then an updated Project Report is required to be submitted to the Ministry.

PART 1: PROJECT DESCRIPTION INFORMATION

For each project, ensure that the following table is filled out:

Project Category	<input type="checkbox"/> Road Resurfacing (does not include any changes to the road, strictly removal of current surface and replacement of the surface) <input type="checkbox"/> Asset Management				
Project Title	Street Name / City / Province / Country (e.g., 123 Main Street, Toronto, Ontario, Canada)				
Project Location (include the entire site of work)	Street Address / Cross Roads	City / Town	Longitude	Latitude	Province / Territory / Country
	Longitude				
Estimated Total Project Cost	\$ 1,000,000.00	Formula Funds Expected to be Utilized	\$ 500,000.00		
Proposed Start Date	2023-01-01	Proposed Completion Date	2023-12-31		

SECTION B: ANNUAL PROJECT INFORMATION UPDATE

This section must be filled out when the above project is completed or annually at a minimum and submitted to the ministry no later than December 31st.

PART 1: PROJECT ACTIVITIES

1. What is the current status of the above project?

In Progress - Ahead of Schedule
 In Progress - On Schedule
 In Progress - Behind Schedule
 Completed
 Not Proceeding

2. Is there any variance between the project description noted above and the actual project completed or in progress?

No
 Yes

If Yes, please describe:

PART 1: PROJECT ACTIVITIES

3. For Asset Management Projects – What area did you focus your asset management efforts on?

- State of local infrastructure (i.e., inventory of assets, valuation of assets, asset condition, etc.)
- Desired levels of service (i.e., performance measures, targets, timeframes, etc.)
- Asset management strategy (i.e., action plans, procurement methods, strategy risks, etc.)
- Financing strategy (i.e., expenditure forecasts, historic comparative analysis, etc.)

4. For Road Resurfacing Projects - As detailed in your asset management plan (AMP), what was the priority of the project using this funding?

- Over due to be completed?
- Due to be completed this year?
- Due to be completed in the next year?
- Due to be completed in the next 2-5 years?
- Due to be completed in the next 5+ years?
- Was not detailed in plan, Please specify: _____

5. Please indicate which of the following benefits you have experienced or anticipate for your municipality as a result of the project. Provide details where possible.

	At project completion	Anticipated (1-2 years out)	Details
Asset Management Plan is now a comprehensive plan for all core infrastructure	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Addressed urgent public health and safety issues.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Highest priority items in Asset Management Plan addressed earlier than planned.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other? Please specify.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	

PART 2: FINANCIAL UPDATE FOR THE CURRENT CALENDAR YEAR

Actual Total Project Costs	\$xxx
Actual Formula Funds Utilized on Eligible Project (from Section A)*	\$xxx
Closing Balance of Unspent Funds to Date	\$xxx

*This dollar value is the amount to be identified in your Annual Financial Report

NOTE: Supporting documentation for any financial figures in this report shall be provided to OMAFRA upon request and should be retained as per Section 11.7 of the Contribution Agreement.

PART 3: DUTY TO CONSULT DECLARATION

Please provide particulars as to how the requirements have been met under Schedule "F" of the Agreement.

Declaration required for all Projects:

Confirmation provided to the Province of Ontario indicating that there has been no communication from any Aboriginal Yes No

Groups and that there were no items of cultural significance to aboriginal groups discovered with respect to this project.

PART 4: ATTESTATION

By inserting a name, title and date below, the Recipient warrants that:

- 1. The information provided herein and in any document attached is accurate and complete; and
- 2. It is in compliance with all of the terms and conditions of the Agreement.

Name	Title	Date
2T	2T	2T

ONTARIO COMMUNITY INFRASTRUCTURE FUND – FORMULA COMPONENT
 PROJECT REPORT B – OTHER ELIGIBLE PROJECTS



Municipality / LSB Name	2T	Title	2T	Date	2T
Contact Name	2T	Phone Number	2T		
Email	2T				

SECTION A: PROPOSED PROJECT REPORTING TABLE

Section A must be filled out and submitted to the ministry 45 Business Days prior to the start of any construction or no later than March 31st. Once the project is completed or if your annual update is due Section B of this report should be completed. A separate report should be filled out for every project you are planning to utilize Formula Component Funds for. If plans change and a new project is selected to utilize program Funds, then an updated Project Report is required to be submitted to the Ministry.

PART 1: PROJECT DESCRIPTION INFORMATION

For each project, ensure that the following table is filled out:

Project Type	<input type="checkbox"/> Rehabilitation	<input type="checkbox"/> Replacement	<input type="checkbox"/> Renewal	Note : Expansion Projects are not eligible under OCIF	
Project Category	<input type="checkbox"/> Water	<input type="checkbox"/> Wastewater	<input type="checkbox"/> Roads (other than resurfacing)	<input type="checkbox"/> Bridges	<input type="checkbox"/> Other (specify below)
Project Title	Project description (if applicable, please provide a brief description of the project, including the location, the project's purpose, and the expected completion date)				
Project Location (include the entire site of work)	Street Address / Cross Roads	City / Town	Longitude	Latitude	Estimated Total Project Cost
Estimated Total Project Cost	\$		Formula Funds Expected to be Utilized		\$
Proposed Start Date	Proposed Completion Date				

PART 2: DUTY TO CONSULT ASSESSMENT QUESTIONS

These questions are intended to aid the Ministry of Agriculture, Food and Rural Affairs in meeting the Crown's duty to consult Aboriginal Communities. Aboriginal Communities include the Indian, Inuit and Métis peoples of Canada and any other group having Aboriginal or treaty rights under section 35 of the Constitution Act, 1982. It is important to note that consultations are an ongoing process. It is possible that Aboriginal Communities have brought or may bring forward new information in response to notifications that could affect Ontario's consultation obligations. It is important that Ontario be made aware of any new information so it can remain responsive throughout the consultation process. Please note that the Duty to Consult is relevant to all parts of the province whether a project is on reserve or municipal owned lands.

Environment & Geography Does the municipality/LSB own the land, building(s) or works

PART 2: DUTY TO CONSULT ASSESSMENT QUESTIONS	
	upon which the proposed project will be constructed or renovated?
	Is the proposed project land going to be disturbed, altered or affected through excavation, deforestation, etc.? Will the proposed project require in-water work? Will it affect a watercourse or watershed and, if so, to what extent? Will the proposed project affect birds / fowl or other animals and their habitat?
Regulatory decisions, approvals, licenses, authorizations, agreements, etc. by the federal or provincial government, including conservation authorities, municipal by-laws or orders or other such instruments.	List any regulatory decisions/approvals etc. made or anticipated in relation to the proposed project. Include the type of approval, e.g. Municipal Class EA – Schedule B or whatever is relevant. Have any Aboriginal Communities been engaged in the decision/approval etc. process to date? If yes, please list the Aboriginal Communities and set out the nature of the consultation.
Known Assertions or Claims	Is the municipality aware of any historical or archaeological finds, etc. in the vicinity of the proposed project site?
	Is the municipality aware of any recent claims or assertions by Aboriginal Communities in connection with the proposed project site?
	Has the municipality ever consulted Aboriginal Communities in the past about this or any of its infrastructure projects? Has any Aboriginal Community recently previously expressed a concern regarding other infrastructure projects the municipality has undertaken? If so, what was the concern and what was the outcome?

SECTION B: ANNUAL PROJECT INFORMATION UPDATE

This section must be filled out when the above project is completed or annually at a minimum and submitted to the ministry no later than December 31st.

PART 1: PROJECT ACTIVITIES

1. What is the current status of the above project?
 In Progress - Ahead of Schedule In Progress – On Schedule In Progress – Behind Schedule Completed Not Proceeding

2. Is there any variance between the project description noted above and the actual project completed or in progress?
 No Yes

If Yes, please describe:

3. As detailed in your asset management plan (AMP), what was the priority of the project using this funding?
 Over due to be completed?
 Due to be completed this year? Due to be completed in the next 2-5 years?
 Due to be completed in the next year? Due to be completed in the next 5+ years?
 Was not detailed in plan, Please specify: _____

4. Please indicate which of the following benefits you have experienced or anticipate for your municipality as a result of the project. Provide details where possible.

	At project completion	Anticipated (1-2 years out)	Details
Addressed urgent public health and safety issues.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Highest priority items in Asset Management Plan addressed earlier than planned.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other? Please specify.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	

PART 2: FINANCIAL UPDATE FOR THE CURRENT CALENDAR YEAR

Actual Total Project Costs	\$xxx
Actual Formula Funds Utilized on Eligible Project (from Section A)*	\$xxx
Closing Balance of Unspent Funds to Date	\$xxx

* This dollar value is the amount to be identified in your Annual Financial Report
 NOTE: Supporting documentation for any financial figures in this report shall be provided to OMAFRA upon request and should be retained as per Section 11.7 of the Contribution Agreement.

PART 3: DUTY TO CONSULT DECLARATION

Please provide particulars as to how the requirements have been met under Schedule "F" of the Agreement.

Declaration required for all Projects:

Confirmation provided to the Province of Ontario indicating that there has been no communication from any Aboriginal Groups and that there were no items of cultural significance to aboriginal groups discovered with respect to this project.

Yes No

Declaration required by Projects with additional Duty to Consult requirements as identified by Ontario

Notice about this project, as well as a full project description, was provided to identified Aboriginal communities making them aware of the opportunity to express comments and concerns with respect to the following:

- the project;
- adverse impacts on hunting, trapping, fishing and plant harvesting; and
- any burial grounds or archaeological sites of cultural significance.

Yes No

The Province of Ontario was made aware of any issue(s) identified by any Aboriginal communities.

Yes No

A copy of any correspondence/information between the Recipient and any Aboriginal communities was forwarded to the Province of Ontario.

Yes No

PART 4: ATTESTATION

By inserting a name, title and date below, the Recipient warrants that:

1. The information provided herein and in any document attached is accurate and complete; and
2. It is in compliance with all of the terms and conditions of the Agreement.

Name	2T	Title	2T	Date	2T
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ANNUAL FINANCIAL REPORT

ONTARIO COMMUNITY INFRASTRUCTURE FUND - ANNUAL FINANCIAL REPORT



Recipient Name:	
Contact Name, Title:	
Email:	
Phone:	

FUNDS RECEIVED FROM OCIF FORMULA COMPONENT

(refer to Schedule "D" of your Agreement)

\$ -

ADDITIONS TO THE FUNDING AMOUNT:

Add: Any interest earned on the funds received:

\$ -

(As per section 4.3 of your Agreement, recipients are required to provide the amount, if any, of the interest earned on the funds provided. Recipients are responsible for the calculation of interest earned.)

Add: Any amount(s) received from another Recipient's OCIF Allocation:

(Provide name of Municipality/Local Services Board and amount received)

Name of Municipality / LSB

1.		\$ -
2.		\$ -
3.		\$ -
TOTAL RECEIVED FROM OTHER RECIPIENTS:		\$ -

TOTAL FUNDS REQUIRED TO BE USED FOR PERIOD: \$ -

SUBTRACTIONS FROM THE FUNDED AMOUNT:

Subtract: Any OCIF allocation amount(s) transferred to another Municipality/LSB:

(Provide name of Municipality/Local Services Board and amount transferred)

Name of Municipality / LSB

1.		\$ -
2.		\$ -
3.		\$ -
TOTAL TRANSFERRED TO OTHER RECIPIENTS:		\$ -

Subtract: Total formula funds utilized on eligible projects:

(Provide project name and total formula funds used for the project(s). Projects should match what was submitted in Section B - Part 2 Financial Update section of your required Project Report(s))

Project Name

1.		\$ -
2.		\$ -
3.		\$ -
4.		\$ -
5.		\$ -
TOTAL FUNDS USED ON ELIGIBLE PROJECTS:		\$ -

TOTAL FUNDS TRANSFERRED OR SPENT: \$ -

CLOSING BALANCE OF FUNDS*: \$ -

** As per section 3.5 of your Agreement, Ontario may adjust the amount provided in the following year by the amount of Funds not spent by December 31. If the balance of funds is greater than zero, you must ensure that you have provided an amount for interest earned above.*

ATTESTATION BY TREASURER/CLERK/CHIEF ADMINISTRATIVE OFFICER

By inserting a name, title and date below, the Recipient warrants that:

1. The information provided herein and in any document attached is accurate and complete;
2. Any interest earned (as noted under Additions to the Funding Amount above) has been used for costs associated with eligible projects or has been remitted to the Ministry; and
3. The Recipient is in compliance with all of the terms and conditions of the Agreement.

Name		Date
Title		

**SCHEDULE “C”
OPERATIONAL REQUIREMENTS UNDER THE AGREEMENT**

PART C.1 – EFFECTIVE DATE OF AGREEMENT

C.1.1 *Effective Date Of Agreement.* This Agreement is effective as of the date that the Minister signs it.

PART C.2 – EXPIRATION DATE

C.2.1 *Expiration Date Of Agreement.* Unless this Agreement is terminated earlier, this Agreement shall expire on March 31, 2018.

PART C.3 – INSURANCE REQUIREMENTS

C.3.1 *Insurance Requirements.* The Recipient shall have no less than two million dollars (\$2,000,000.00) in general commercial liability insurance per occurrence.

PART C.4 – SUBMISSION OF PROJECT REPORT

C.4.1 *Submission Of Project Report.* The Recipient shall submit its Project Report in accordance with the following:

The Recipient shall submit section “A” of the applicable Project Report to Ontario 45 Business Days prior to the start of any construction or no later than March 31st of each calendar year.

The Recipient shall submit section “B” of the applicable Project Report to Ontario no later than December 31st of each calendar year.

PART C.5 – SUBMISSION OF ANNUAL REPORT

C.5.1 *Submission Of Annual Report.* The Recipient shall submit the Annual Financial Report and Part “B” of the Project Report for all applicable Projects to Ontario by December 31st of the year in which the Funds were received.

PART C.6 – NOTICE AND CONTACT

C.6.1 Notice And Contact Information. Notices under this Agreement shall be sent to the following persons at the following addresses:

<p>To Ontario: Ministry of Agriculture, Food and Rural Affairs Rural Programs Branch 1 Stone Road West, 4NW Guelph, Ontario N1G 4Y2 Attention: Joel Locklin, Manager Telephone: 519-826-3791 Fax: 519-826-3398 Email: OCIF@ontario.ca</p>	<p>To Recipient: The Corporation of the Township of Manitouwadge 1 Mississauga Drive, Manitouwadge, Ontario P0T 2C0 Attention: Cecile Kerster Telephone: (807) 826-3227 x238 Email: ckerster@manitouwadge.ca</p>
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PART C.7 – ASSET RETENTION PERIOD

C.7.1 Recipient To Notify Ontario Before Disposal Of Assets Purchased With Funds Under Agreement. The Recipient shall notify OMAFRA in writing of any disposal of assets purchased by the Funds at least one hundred and eighty (180) Business Days in advance of the disposition. The Recipient shall not dispose of any assets purchased, constructed, rehabilitated or improved by the Funds without the prior written consent of Ontario.

C.7.2 Asset Retention Period. The Recipient shall retain any asset purchased, rehabilitated or built with Funds under this Agreement for a period of five (5) years from the date that the Project is completed.

SCHEDULE “D”
FINANCIAL INFORMATION FOR THE PROJECT

PART D.1 – PROVISION OF FUNDS

D.1.1 Funds Provided By Ontario. Subject to the terms and conditions of this Agreement, Ontario shall provide the Recipient with an amount up to the amount indicated in the table immediately below in Funds for Eligible Costs. Subject to sections 3.5 and 4.3 of this Agreement, the Recipient may also retain any interest earned upon those Funds

Funding Year	Annual Financial Assistance	Timeframe for Funds to be spent:
2015	\$ 57,091.00	January 1 - December 31, 2015
2016	\$ 57,091.00	January 1 - December 31, 2016
2017	\$ 57,091.00	January 1 - December 31, 2017

PART D.2 – PAYMENT OF FUNDS

D.2.1 Payment of Funds. Ontario shall pay, subject to the terms and conditions of the Agreement, to the Recipient the Funds in accordance with the following:

Annual Financial Assistance is equal to or under \$150,000.00

Funding Year	100% Payment Date Range
2015	January – March 2015
2016	January – March 2016
2017	January – March 2017

Annual Financial Assistance is over \$150,000.00

Funding Year	1 st Installment (25%)	2 nd Installment (50%)	3 rd Installment (25%)
2015	January – March 2015	April – June 2015	July to September 2015
2016	January – March 2016	April – June 2016	July to September 2016
2017	January – March 2017	April – June 2017	July to September 2017

**SCHEDULE “E”
ELIGIBLE AND INELIGIBLE COSTS**

PART E.1 – ELIGIBLE COSTS

E.1.1 Eligible Costs. Subject to the terms and conditions of this Agreement and Part E.2 of this Schedule “E” of the Agreement, Eligible Costs shall only include all direct and incremental costs that are attributable to the development and implementation of the Project and are in Ontario’s sole and absolute discretion, properly and reasonably incurred as well as necessary for the Project. Eligible Costs must also be actual, verifiable cash outlays that are documented through invoices, receipts or other records that is acceptable to Ontario.

Without limiting the generality of the foregoing, Eligible Costs shall only include the following:

- (a) The capital costs of constructing, rehabilitating, replacing or improving, in whole or in part, a tangible core infrastructure asset;
- (b) Development and implementation of asset management plans (e.g. software, training and inspections);
- (c) All planning and assessment costs, such as the costs of environmental planning, surveying, engineering, architectural supervision, testing and management consulting services;
- (d) The costs for permits, approvals, licences and other authorizing documents, as well as inspections and other fees directly attributable to obtaining a permit, approval, licence or other authorizing document, provided those costs are directly attributable to the construction and implementation of Project,
- (e) The costs for consulting with an Aboriginal Group, including the Recipient’s legal fees, provided they are reasonable, on matters pertaining to the Project, including the translation of documents into languages spoken by the affected Aboriginal Group, but does not include any capacity-building funding unless specifically approved by Ontario in writing prior to being incurred;
- (f) The costs of developing and implementing innovative techniques for carrying out the Project;
- (g) The costs of Project-related signage, lighting, Project markings and utility adjustments;
- (h) The costs of joint communication activities, such as press releases, press conferences, translation and road signage recognition, as described in Schedule “G” of this Agreement; and
- (i) Other costs that are, in Ontario’s sole and absolute discretion, direct, incremental and necessary for the successful implementation of the Project, provided those costs have been approved by Ontario in writing prior to being incurred.

PART E.2 – INELIGIBLE COSTS

E.2.1 *Ineligible Costs.* The following costs are Ineligible Costs and are therefore ineligible to be paid from the Funds being provided under this Agreement:

- (a) Costs not incurred in accordance with section 5.1(e) of the Agreement;
- (b) Costs associated with the acquisition or leasing of:
 - (i) Land,
 - (ii) Buildings,
 - (iii) Equipment,
 - (iv) Other facilities, and
 - (v) Obtaining easements, including costs or expenses for surveys, and includes real estate fees and other related costs;
- (c) Financial charges, legal fees, other than those associated with consultation with Aboriginal Groups (provided such legal fees are reasonable), loan and interest payments
- (d) The value of any goods and services which are received through donations or in kind;
- (e) Employee wages and benefits, overhead costs as well as other direct or indirect operating, maintenance and administrative costs incurred by the Recipient for the Project, and more specifically, but without limiting the generality of the foregoing, costs relating to services delivered directly by permanent employees of the Recipient;
- (f) Meal, hospitality or incidental costs or expenses of Consultants
- (g) Costs associated with completing Expressions of Interest and/or applications for the Ontario Community Infrastructure Fund or the Building Canada Fund – Small Communities Fund; and
- (h) Costs of accommodation for any Aboriginal Group.

E.2.2 *Harmonized Sales Tax.* Any portion of the Harmonized Sales Tax that is refundable by the Canada Revenue Agency as an input tax credit or as a rebate shall be deemed to be an Ineligible Cost. Any portion of the Provincial Sales Tax that is refundable by the respective provincial tax authority shall be deemed to be an Ineligible Cost.

E.2.3 *Costs Of Non-Arm's Length Parties.* The costs or expenses of goods or services acquired from parties that are not Arm's Length from the Recipient must be valued at the cost of the supplying entity and shall not include any mark up for profit, return on investment or overhead costs and shall not exceed fair market value. Ontario may not consider the eligibility of any of these costs unless access is provided to the relevant records of the supplying entity.

**SCHEDULE “F”
ABORIGINAL CONSULTATION REQUIREMENTS**

PART F.1 – PURPOSE AND DEFINITIONS

F.1.1 Purpose. This Schedule sets out the responsibilities of Ontario and the Recipient in relation to consultation with Aboriginal Groups on the Project, and to delegate procedural aspects of consultation from Ontario to the Recipient.

F.1.2 Definitions. For the purposes of this Schedule:

“**Section 35 Duty**” means any duty Ontario may have to consult and, if required, accommodate Aboriginal Groups in relation to the Project flowing from section 35 of the *Constitution Act, 1982*.

PART F.2 – RESPONSIBILITIES OF ONTARIO

F.2.1 Ontario’s Responsibilities. Ontario is responsible for:

- (a) Determining the Aboriginal Groups to be consulted in relation to the Project, if any, and advising the Recipient of same;
- (b) The preliminary and ongoing assessment of the depth of consultation required with the Aboriginal Groups;
- (c) Delegating, at its discretion, procedural aspects of consultation to the Recipient pursuant to this Schedule;
- (d) Directing the Recipient to take such actions, including without limitation suspension as well as termination of the Project, as Ontario may require;
- (e) Satisfying itself, where it is necessary to do so, that the consultation process in relation to the Project has been adequate and the Recipient is in compliance with this Schedule; and
- (f) Satisfying itself, where any Aboriginal or treaty rights and asserted rights of Aboriginal Groups require accommodation, that Aboriginal Groups are appropriately accommodated in relation to the Project.

PART F.3 – RESPONSIBILITIES OF THE RECIPIENT

F.3.1 Recipient’s Responsibilities. The Recipient is responsible for:

- (a) Giving notice to the Aboriginal Groups regarding the Project as directed by Ontario, if such notice has not already been given by the Recipient or Ontario;
- (b) Immediately notifying Ontario of contact by any Aboriginal Groups regarding the Project and advising of the details of the same;

- (d) Informing the Aboriginal Groups about the Project and providing to the Aboriginal Groups a full description of the Project unless such description has been previously provided to them;
- (e) Following up with the Aboriginal Groups in an appropriate manner to ensure that Aboriginal Groups are aware of the opportunity to express comments and concerns about the Project, including any concerns regarding adverse impacts on hunting, trapping, fishing, plant harvesting or on burial grounds or archaeological sites of cultural significance to the Aboriginal Groups, and immediately advising Ontario of the details of the same;
- (f) Informing the Aboriginal Groups of the regulatory and approval processes that apply to the Project of which the Recipient is aware after reasonable inquiry;
- (g) Maintaining the Aboriginal Groups on the Recipient's mailing lists of interested parties for environmental assessment and other purposes and providing to the Aboriginal Groups all notices and communications that the Recipient provides to interested parties and any notice of completion;
- (h) Making all reasonable efforts to build a positive relationship with the Aboriginal Groups in relation to the Project;
- (i) Providing the Aboriginal Groups with reasonable opportunities to meet with appropriate representatives of the Recipient and meeting with the Aboriginal Groups to discuss the Project, if requested;
- (j) If appropriate, providing reasonable financial assistance to Aboriginal Groups to permit effective participation in consultation processes for the Project, but only after consulting with Ontario;
- (k) Considering comments provided by the Aboriginal Groups regarding the potential impacts of the Project on Aboriginal or treaty rights or asserted rights, including adverse impacts on hunting, trapping, fishing, plant harvesting or on burial grounds or archaeological sites of cultural significance to an Aboriginal Group, or on other interests, or any other concerns or issues regarding the Project;
- (l) Answering any reasonable questions to the extent of the Recipient's ability and receiving comments from the Aboriginal Groups, notifying Ontario of the nature of the questions or comments received and maintaining a chart showing the issues raised by the Aboriginal Groups and any responses the Recipient has provided;
- (m) Where an Aboriginal Group asks questions regarding the Project directly of Ontario, providing Ontario with the information reasonably necessary to answer the inquiry, upon Ontario's request;
- (n) Subject to paragraph (o) below, where appropriate, discussing with the Aboriginal Groups potential accommodation, including mitigation of potential impacts on Aboriginal or treaty rights, asserted rights or associated interests regarding the

Project and reporting to Ontario any comments or questions from the Aboriginal Groups that relate to potential accommodation or mitigation of potential impacts;

- (o) Consulting regularly with Ontario during all discussions with Aboriginal Groups regarding accommodation measures, if applicable, and presenting to Ontario the results of such discussions prior to implementing any applicable accommodation measures;
- (p) Complying with Ontario's direction to take any actions, including without limitation, suspension or termination of the Project, as Ontario may require; and
- (q) Providing in any contracts with Third Parties for the Recipient's right and ability to respond to direction from Ontario as Ontario may provide.

F.3.2 Acknowledgement By Recipient. The Recipient hereby acknowledges that, notwithstanding section 11.2 of the Agreement, Ontario, any provincial ministry having an approval role in relation to the Project, or any responsible regulatory body, official, or provincial decision-maker, may participate in the matters and processes enumerated therein as they deem necessary.

F.3.3 Recipient Shall Keep Records And Share Information. The Recipient shall carry out the following functions in relation to record keeping, information sharing and reporting to Ontario:

- (a) Provide to Ontario, upon request, complete and accurate copies of all documents provided to the Aboriginal Groups in relation to the Project;
- (b) Keep reasonable business records of all its activities in relation to consultation and provide Ontario with complete and accurate copies of such records upon request;
- (c) Provide Ontario with timely notice of any Recipient mailings to, or Recipient meetings with, the representatives of any Aboriginal Group in relation to the Project;
- (d) Immediately notify Ontario of any contact by any Aboriginal Groups regarding the Project and provide copies to Ontario of any documentation received from Aboriginal Groups;
- (e) Advise Ontario in a timely manner of any potential adverse impact of the Project on Aboriginal or treaty rights or asserted rights of which it becomes aware;
- (f) Immediately notify Ontario if any Aboriginal archaeological resources are discovered in the course of the Project;
- (g) Provide Ontario with summary reports or briefings on all of its activities in relation to consultation with Aboriginal Groups, as may be requested by Ontario; and
- (h) If applicable, advise Ontario if the Recipient and an Aboriginal Group propose to enter into an agreement directed at mitigating or compensating for any impacts of the Project on Aboriginal or treaty rights or asserted rights.

F.3.4 Recipient Shall Assist Ontario. The Recipient shall, upon request lend assistance to Ontario by filing records and other appropriate evidence of the activities undertaken both by Ontario and by the Recipient in consulting with Aboriginal Groups in relation to the Project, attending any regulatory or other hearings, and making both written and oral submissions, as appropriate, regarding the fulfillment of Aboriginal consultation responsibilities by Ontario and by the Recipient, to the relevant regulatory or judicial decision-makers.

PART F.4 – NO IMPLICIT ACKNOWLEDGEMENT

F.4.1 No Acknowledgment Of Duty To Consult Obligations. Nothing in this Schedule shall be construed as an admission, acknowledgment, agreement or concession by Ontario or the Recipient, that a Section 35 Duty applies in relation to the Project, nor that any responsibility set out herein is, under the Constitution of Canada, necessarily a mandatory aspect or requirement of any Section 35 Duty, nor that a particular aspect of consultation referred to in subsection F.1.2 hereof is an aspect of the Section 35 Duty that could not have lawfully been delegated to the Recipient had the Parties so agreed.

PART F.5 – GENERAL

F.5.1 No Substitution. This Schedule shall be construed consistently with but does not substitute for any requirements or procedures in relation to Aboriginal consultation or the Section 35 Duty that may be imposed by a ministry, board, agency or other regulatory decision-maker acting pursuant to laws and regulations. Such decision-makers may have additional obligations or requirements. Nonetheless, the intent of Ontario is to promote coordination among provincial ministries, boards and agencies with roles in consulting with Aboriginal Groups so that the responsibilities outlined in this Agreement may be fulfilled efficiently and in a manner that avoids, to the extent possible, duplication of effort by Aboriginal Groups, the Recipient, Ontario, and provincial ministries, boards, agencies and other regulatory decision-makers.

PART F.6 – NOTICE AND CONTACT

F.6.1 Notices In Relation To Schedule. All notices to Ontario pertaining to this Schedule shall be in writing and shall be given sent to the person identified under Part 6.4 of Schedule C.

SCHEDULE "G" **COMMUNICATIONS PROTOCOL**

This Communications Protocol (Protocol) outlines the respective responsibilities and the working relationship between the Parties to this Agreement as they relate to all communications by the Parties regarding funding received in relation to the Project.

PURPOSE

This Protocol applies to all communications activities related to any funding the Recipient receives under this Agreement. Communications activities may include, but are not limited to:

- Project signage
- Media events and announcements, including news conferences, public announcements, official events or ceremonies, news releases
- Printed materials
- Websites
- Photo compilations
- Award programs
- Awareness campaigns

PROJECT SIGNAGE

If the Recipient installs a sign at the site of a Project, the Recipient shall, at Ontario's request, provide acknowledgement of the provincial contribution to the Project. Sign design, content and installation guidelines will be provided by Ontario.

Where the Recipient decides to install a permanent plaque or other suitable marker with respect to a Project, it must recognize the provincial contribution to the Project and be approved by Ontario prior to installation.

The Recipient is responsible for the production and installation of Project signage, unless otherwise agreed upon in writing prior to the installation of the signage.

MEDIA EVENTS

The Recipient or Ontario may request a media event, announcement or recognition of key milestones related to Project.

In requesting a media event or an announcement, the Party requesting the event will provide at least twenty-one (21) Business Days' notice to the other Party of its intention to undertake such an event. The event will take place at a date and location that is mutually agreed to by the Parties. The Parties will have the opportunity to participate in such events through a designated representative. Each participant will choose its designated representative.

All joint communications material related to media events and announcements must be approved by Ontario and recognize the funding provided by Ontario.

Media events and announcements include but are not limited to:

- News conferences
- Public announcements
- Official events or ceremonies
- News releases

PRINTED MATERIALS, WEBSITES, PHOTO COMPILATIONS, AWARD PROGRAMS, AWARENESS CAMPAIGNS

The Recipient may include messaging in its own communications products and activities with regards to the Project. When undertaking such activities, the Recipient shall provide the opportunity for Ontario to participate and shall recognize the funding provided by Ontario.

ISSUES MANAGEMENT

The Recipient shall share information promptly with Ontario should significant emerging media, Project or stakeholder issues relating to a Project arise. Ontario will advise Recipients, when appropriate, about media inquiries concerning the Project.

COMMUNICATING SUCCESS STORIES

The Recipient agrees to communicate with Ontario for the purposes of collaborating on communications activities and products including but not limited to success stories and features relating to the Project.

The Recipient acknowledges and agrees that Ontario may publicize information about the Project. Ontario agrees it will use reasonable efforts to consult with the Recipient about Ontario's publication about the Project prior to making it.

DISCLAIMER

If the Recipient publishes any material of any kind relating to the Project or the Ontario Community Infrastructure Fund, the Recipient shall indicate in the material that the views expressed in the material are the views of the Recipient and do not necessarily reflect Ontario's views.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

BY-LAW NO. 2015-___

AGENDA	
Item No.	08-04
Meeting Date:	10/11/15
	D M Y

Being a By-law to establish 2015 Services and Charges.

WHEREAS the *Municipal Act 2001*, S.O. 2001, c.25, authorizes Council to establish fees;

AND WHEREAS the Council for The Corporation of the Township of Manitouwadge is desirous of establishing fees for certain licences, permits, certificates and for various services;

NOW THEREFORE the Council of the Corporation of the Township of Manitouwadge enacts as follows that:

1. The Schedule of Fees for various township services as set out in Schedule "A" attached hereto, and forming part of this by-law is hereby adopted;
2. That insofar as it applies to the fees affected by this By-law, any By-laws passed under the *Municipal Act* or its predecessor with respect to fees for certain licences, permits, certificates, and for various services, are hereby repealed.
3. That this By-law comes into force and takes effect upon the date of its passing.

READ A 1ST AND 2ND TIME this day of , 2015 and READ A
THIRD TIME AND FINALLY ENACTED this day of , 2015.

Mayor Andy Major

Cecile Kerster, Municipal Manager Clerk

	2014	TERMS	2015	TERMS	%Change	Explanation
ADMINISTRATION						
Services:						
Tax and Utility Certificate						
Tax and/or Water Confirmation Letter	70.00		70.00		0.00%	
Transfer payments between client accounts, due to client's error	25.00		25.00		0.00%	
Re-print of Property Tax and/or Utility bill	40.00		40.00		0.00%	
Extension Agreement for Utility Bill/Trailer Lot Rent	20.00		20.00		0.00%	
	25.00		25.00		0.00%	
Photocopy charges/copy						
Colour Copying:	0.35		0.35		0.00%	
8 1/2 X 11						
11 X 17	1.00		1.00		0.00%	
Copies of by-laws/page	1.50		1.50		0.00%	
Fax charges/page (incoming or outgoing)	1.50		1.50		0.00%	If not available online
	3.00		3.00		0.00%	
Certified true copy of documents/page						
Commissioning of documents	10.00		10.00		0.00%	
N.S.F. cheques (+ service charges)	40.00		40.00		0.00%	
Accounts Receivable Overdue accounts	40.00		40.00		0.00%	
	1.25%		1.25%		0.00%	
Licensing:						
Lottery:						
Flat Rate applies when Prize Value x 3% is less than \$20.00	20.00	/Flat Rate	20.00		0.00%	based on application
Formula applies when Prize Value x 3% is greater than \$20.00		/Formula		/Formula		based on application
Marriage Licence: to be utilized within 3 months from date of issue	100.00		100.00		0.00%	
Taxi By-law:						
Initial Licensed Vehicle	125.00	/Flat Rate	125.00		0.00%	
Second Licensed Vehicle	250.00	/Flat Rate	250.00		0.00%	
Third Licensed Vehicle	375.00	/Flat Rate	375.00		0.00%	
Taxi Driver Licenses: Required for each Driver	35.00	/Flat Rate	35.00		0.00%	
Trade Licenses						
	300.00	/Flat Rate	300.00		0.00%	By-law No.'s 95-42/89-36

	2014	TERMS	2015	TERMS	%Change	Explanation
Rent:						
Criminal & Family	175.00	/Day	175.00		0.00%	As per agreement with Government
Provincial Offences	160.00	/Day	160.00		0.00%	As per agreement with Government
Nuclear Waste Management Organization Office #1	750.00	/Month	750.00			
Nuclear Waste Management Organization Office #2	750.00	/Month	750.00			
Council Chambers:						
Businesses / Corporations	400.00		400.00		0.00%	
Non-profit/charitable organizations meetings:	50.00		50.00		0.00%	Community Centre over-flows only
Tenancies Act 1.6% - based on 2015 Rent Increase Guideline						
Ontario Works	604.80	/Month	614.47		1.60%	Admin Fees removed in 2015 fee structure
Housing (Admin fees = Rent + Photocopying + Postage)	473.00	/Month	479.05		1.28%	Admin Fees included in 2015 fee structure
Trailer Lot Rental (effective November 1, 2013 =)	176.14	/Month	178.95		1.60%	**effective November 1, 2015
2nd Lot Rental (effective November 1, 2013 =)	106.52	/Month	108.22		1.60%	**effective November 1, 2015

	2014	TERMS	2015	TERMS	%Change	Explanation
FIRE						
<u>MTO highway response and other Emergency Services rendered:</u>						
First hour or part thereof per piece of equipment	410.00		410.00		0.00%	Fees set by MTO
Each additional half hour or part thereof per piece of equipment	205.00		205.00		0.00%	Fees set by MTO
<u>Dispatched with no Emergency Services rendered:</u>						
Flat rate where services not required nor provided	410.00		410.00		0.00%	Fees set by MTO
<u>Administration:</u>						
Copy of Incident Reports	75.00		75.00		0.00%	
<u>Services:</u>						
Wild Land Fire Response Fees						
Pick-up Truck: Unit 102/per hour	25.00	By-law 2012-09	25.00	By-law 2012-09	100.00%	Costs set by Ministry - 5 year term
Off-road Ranger: Rescue 2/per hour	45.00		45.00		100.00%	

Explanation	2014		2015		%Change
	TERMS	TERMS	TERMS	TERMS	
		without HST		without HST	
COMMUNITY SERVICES					
KIWISSA SKI CENTRE:					
Memberships:					
Individual Flat Rate	292.05	306.64	836.29	306.64	5.00%
Family Flat Rate	796.45	836.29	836.29	836.29	5.00%
Individual Early Bird Rate	256.65	269.47	269.47	269.47	5.00%
Family Early Bird Rate	725.00	761.24	761.24	761.24	5.00%
Daily Rates:					
Individual Flat rate	19.45	20.36	20.36	20.36	4.68%
Family rate	70.80	74.34	74.34	74.34	5.00%
Package Rate:					
6 Passes	97.35	101.77	371.68	101.77	4.54%
6 Passes/Family Rate					
Chalet Rental:					
Youth/Non-Profit/Charitable Groups/Hour	28.50	29.91	60.40	29.91	4.95%
Adult/Hour	57.50	60.40	60.40	60.40	5.04%
Per day with alcohol	221.25	232.30	232.30	232.30	4.99%
Practice Hill Rental:					
Sliding only/Hour	65.00	68.23	131.24	68.23	4.97%
Sliding and Skiing/Hour	125.00	131.24	131.24	131.24	4.99%
Youth/Non-Profit Sliding only/Hour	35.00	36.73	36.73	36.73	4.94%
Youth/Non-Profit Sliding and Skiing/Hour	70.00	73.46	73.46	73.46	4.94%
Corporate Rate:					
Sliding only/Hour	132.00	138.58	241.50	138.58	4.98%
Sliding and Skiing/Hour	230.00	241.50	241.50	241.50	5.00%
NEW					
March Break Ski Rates - March 14-22, 2015					
Individual Flat Rate Day		13.27		13.27	
Family Full Week		79.65		79.65	
Individual Full Week		141.59		141.59	

	2014	TERMS	2015	TERMS	%Change	Explanation
GOLF COURSE:	<i>without HST</i>		<i>without HST</i>			
Memberships:						
Adult (* 18-59 yrs of age)						
Family	491.15		515.71		5.00%	
Seniors (* 60-74 yrs of age)	1,061.95		1,115.00		5.00%	
College/University (* must show school card)	349.55		366.99		4.99%	
High School (* must show school card)	287.60		300.98		4.65%	
Grade School	194.70		203.99		4.77%	
Legends (* 75+ yrs of age)	97.35		101.99		4.77%	
	70.80		74.34		5.00%	
Green Fees (9 holes):						
Adult *						
Seniors * - College/University - High School *	22.10		23.01		4.12%	
Legends * - Grade School	15.95		16.82		5.45%	
Twilight Fee (2 hours before closing)	13.30		14.16		6.47%	
						50% off User Fee
Green Fees (18 Holes):						
Adult *						
Seniors * - College/University - High School *	31.00		32.75		5.65%	
Legends * - Grade School	23.00		23.90		3.91%	
Twilight Fee (2 hours before closing)	17.70		18.59		5.03%	
						50% off User Fee
Green Fee Package (6 rounds of 9 holes):						
Adult *						
Seniors * - College/University - High School *	106.20		111.51		5.00%	
Legends * - Grade School	79.65		84.07		5.55%	
	53.10		55.76		5.01%	
Green Fee Package (6 rounds of 18 holes):						
Adult *						
Seniors * - College/University - High School *	154.90		163.72		5.69%	
Legends * - Grade School	115.05		119.47		3.84%	
	79.65		83.63		5.00%	

	2014	TERMS	2015	TERMS	%Change	Explanation
	without HST		without HST			
Golf Course continued...						
Golf Cart Rental Fees:						
Trail Fee/Year	106.20		111.51		5.00%	
Trail Fee/Day	7.95		8.41		5.79%	
Rental for 9 Holes	17.70		18.59		5.03%	
Rental for 18 Holes	28.30		29.65		4.77%	
6 rounds of 9 holes	88.50		93.01		5.10%	
6 rounds of 18 holes	141.60		148.50		4.87%	
Tournament Fees:						
Per Tournament (Regular)	690.30		724.78		4.99%	
Per Tournament (Non-Profit)	360.00		379.65		5.46%	
Bar-B-Q:						
Rental	110.30		115.05		4.31%	
Rental to Non-Profit	55.00		57.75		5.00%	
Community Clubhouse Rental:						
Youth/Non-Profit/Charitable Groups/Hour	30.00		31.51		5.03%	
Adult/Hour	57.50		60.36		4.97%	
Business/Hour	88.50		92.92		4.99%	
Functions w/Municipal Bar Staff	354.00		371.69		5.00%	

	2014	TERMS	2015	TERMS	%Change	Explanation
OASIS POOL:						
Group Individual Lessons						
Group Seniors Lessons	57.50		60.40		5.04%	
Group Family Lessons (2 or more from same household)	33.65		35.40		5.20%	
	123.90		115.00		-7.18%	
Daily Fee:						
Aquasize Program Fee	3.55		3.55		0.00%	
Private Pool Rental:						
1st hour	106.20		111.51		5.00%	
2nd hour	57.50		60.40		5.04%	
Every other hour	50.00		52.22		4.44%	
Non-Profit Private Pool Rental:						
1st hour	60.00		61.95		3.25%	
2nd hour	40.00		42.04		5.10%	
Every other hour	25.00		26.20		4.80%	
Private Lessons:						
1 hour session	37.15		38.94		4.82%	
5 - 1 hour sessions	155.00		162.75		5.00%	
5 - 1/2 hour sessions	101.75		106.86		5.02%	

	2014	TERMS	2015	TERMS	%Change	Explanation
RENTALS:						
Auditorium:						
Dances	221.25		232.30		4.99%	
Wedding	331.85		348.46		5.01%	
Dinner	168.15		176.55		5.00%	
Bingo/Non-Profit/Charitable Groups/Hour	110.00		115.49		4.99%	
Business	442.50		464.61		5.00%	
Youth/Non-Profit/Charitable Groups Program/Hour	22.00		23.01		4.59%	
Adult program rate/Hour	33.20		34.96		5.30%	
Clean Up Fee	contractual				N/A	to be negotiated in contract*
Stage Set-up and Dismantling	207.95		218.32		4.99%	
	50.45		52.97		5.00%	
Meeting Room #1 and #2						
Non profit/charitable groups	n/c					
Arena Winter Fees:						
Adult Tournament/per hour	75.20		40.49		-46.16%	Max \$800 per Tournament
Adult Prime/Hour	101.75		100.00		-1.72%	
Youth/Non-Profit/Charitable Groups Prime/Hour	38.50		40.49		5.17%	
Drop in hockey rate	7.10		7.10		0.00%	Flat Rate
Public Skating Pass	3.55		3.55		0.00%	
Private rentals/Hour	75.20		100.00		32.98%	
School rate/Hour	no charge				N/A	
Arena Summer Fees:						
Dances, Bingo/Youth/Non-Profit/Charitable Groups/Hour	215.00		225.76		5.00%	
Business	442.50		464.61		5.00%	
Curling Club Lounge (Summer Fee):						
Dinner	110.60		116.15		5.02%	
Meeting	57.50		60.40		5.04%	
Business	146.00		153.50		5.14%	
Non-Profit/Charitable Groups	28.00		29.43		5.11%	
LEASE AGREEMENTS:						
Curling Club - Winter lease including lounge yearly rate	6,375.60	/year	6,694.38		5.00%	
Fitness Facility - yearly rate	7,465.00	/year	7,838.23		5.00%	
Northern Trails Ski Club - yearly rate	500.00	/year	525.00		5.00%	

	2014	TERMS	2015	TERMS	%Change	Explanation
PROGRAMS:						
Summer Day Camp Program:						
Individual/week - FULL DAYS						
Individual/week - HALF DAYS (a.m. or p.m.)	100.00		100.00		0.00%	HST Exempt
Family/week - FULL DAYS	65.00		65.00		0.00%	HST Exempt
Family/week - HALF DAYS (a.m. or p.m.)	160.00		160.00		0.00%	HST Exempt
Individual/8 weeks - FULL DAYS	105.00		105.00		0.00%	HST Exempt
Individual/8 weeks - HALF DAYS (a.m. or p.m.)	750.00		750.00		0.00%	HST Exempt
Minor Soccer:	495.00		495.00		0.00%	HST Exempt
Individual	45.00		47.00		4.44%	HST Exempt
Family	75.00		78.50		4.67%	HST Exempt
Ballfield						
Recreation field - fee/game						
T-Ball	22.10		23.23		5.11%	
T-Ball (Family)	45.00		47.26		5.02%	HST Exempt
Youth Minor Ball	75.00		78.76		5.01%	HST Exempt
Youth Minor Ball (Family)	45.00		47.26		5.02%	HST Exempt
	75.00		78.76		5.01%	HST Exempt

	2014	TERMS	2015	TERMS	%Change	Explanation
PUBLIC WORKS						
Dumpsters (6 cubic yards)						
Lease (per year)	770.00		847.00		10.00%	
Purchase (applicable shipping and HST charges)	1540.00		1694.00		10.00%	
Landfill Site Passes:						
2 Punches Cars	4.00		4.00		0.00%	
4 Punches 1/2 ton Truck	8.00		8.00		0.00%	
4 Punches Utility Trailer	8.00		8.00		0.00%	NEW
12 Punches Trucks over 1 ton, up to and including single axle	24.00		24.00		0.00%	
50 Punches Tandem or tri-axle Trucks	100.00		100.00		0.00%	
50 Punches Licensed Sewage Disposal Trucks (to be dumped in appropriate drying bed)	100.00		100.00		0.00%	
100 Punches Tandem or tri-axle trucks with fuel-contaminated soil	200.00		200.00		0.00%	
NOTE: Fee for asbestos disposal to be determined by type and volume Minimum two hour charge for machine time						
Freon Removal	60.00		60.00		0.00%	
Material:						
Salt/Tonne	80.00		84.25		5.31%	For municipal use only
"A" Gravel/Tonne	20.00		20.00		0.00%	For municipal use only
"B" Gravel/Tonne	8.10		8.10		0.00%	For municipal use only
Culvert	Costs+15% Overhead		\$11.35			For municipal use only
Sand/Tonne	Cost Recovery + 33%		Cost Recovery + 33%		N/A	For municipal use only
Sand/Dome Sand						

	2014	TERMS	2015	TERMS	%Change	Explanation
EQUIPMENT:						
Thawing Machine - Two Man Operation - per hour						
a) Labour - 2 man						
b) Machine	75.00		78.00		4.00%	33% Benefit Increase
c) 1/2 Ton Truck	34.60		39.85		15.16%	
Total per Hour	25.00		33.30		33.18%	
	134.60		151.14		12.29%	
Komatsu Loader - per hour						
a) Labour						
b) Machine	40.00		44.35		10.88%	
Total per hour	86.40		99.35		14.99%	
	126.40		143.70			
930G - per hour						
Cat and Loader:						
a) Labour						
b) Machine	40.00		44.35		10.88%	
Total per hour	86.40		99.35		14.99%	
	126.40		143.70		13.69%	
Champion Grader - for grading gravel roads (no wing) - per hour						
a) Labour						
b) Machine	40.00		44.35		10.88%	
Total per hour	111.00		127.55		14.91%	
	151.00		171.90		13.84%	
Sander - per hour						
a) Labour						
b) Vehicle	40.00		44.35		10.88%	
c) Cost of Sand/tonne	124.80		143.50		14.98%	
Total per hour		Cost Recovery + 33%		Cost Recovery + 33%		
	N/A				N/A	
Sidewalk Machine - c/w snowblower or, broom or, plow attachment						
a) Labour						
b) Machine	40.00		44.35		10.88%	
Total per hour	81.00		93.10		14.94%	
	121.00		137.45		13.60%	
Vibratory Roller - per hour						
a) Labour						
b) Machine	40.00		44.35		10.88%	
Total per hour	33.40		38.40		14.98%	
	73.40		82.76		12.75%	

	2014	TERMS	2015	TERMS	%Change	Explanation
Equipment continued...						
CAT 420E Backhoe - per hour	40.00		44.35		10.88%	
a) Labour	72.00		82.80		15.00%	
b) Machine	112.00		127.15		13.53%	
Total per hour						
Cement Mixer - per hour	40.00		44.35		10.88%	
a) Labour	19.60		22.55		15.07%	
b) Machine	59.60		66.91		12.26%	
Total per hour						
Leroi Compressor - per hour	40.00		44.35		10.88%	
a) Labour	35.00		40.25		14.99%	
b) Machine	75.00		84.60		12.80%	
Total per hour						
Jackhammer - per hour	40.00		44.35		10.88%	
a) Labour	45.20		51.95		14.93%	
b) Machine	85.20		96.30		13.03%	
Total per hour					15.00%	
<i>plus Leroi Compressor @ \$75.00/hr.</i>						
Air Saw - per hour (plus the cost of blades)	40.00		44.35		10.88%	
a) Labour	45.20		51.95		14.93%	
b) Machine	85.20		96.30		13.03%	
Total per hour					15.00%	
<i>plus Leroi Compressor @ \$75.00/hr.</i>						
Plate Tamper	40.00		44.35		10.88%	
a) Labour	19.60		22.60		15.29%	
b) Machine	59.60		66.95		12.33%	
Total per hour						
Steamer / Thompson	75.00		78.00		4.00%	
a) Labour - 2 man	35.10		40.40		15.11%	
b) Machine	110.10		118.40		7.54%	
Total per hour						

	2014	TERMS	2015	TERMS	%Change	Explanation
Equipment continued...						
Camera (for Sewer) * During Summer/Winter Business hours						
a) Labour						
b) Machine	40.00		44.35		10.88%	
c) 1/2 Ton	123.60		142.15		15.01%	
Total per hour	25.00		33.30		33.18%	
	188.60		219.80		16.54%	
Camera (for Sewer) * After Summer/Winter Business Hours						
a) Labour						
b) Machine	175.00		178.40		1.94%	
c) 1/2 Ton	123.60		142.15		15.01%	
Total per hour	25.00		33.30		33.18%	
	323.60		353.84		9.35%	
Sewer Snake * During Summer/Winter Business hours						
a) Labour - 2 man						
b) Machine	75.00		78.00		4.00%	
c) 1/2 Ton	34.60		39.80		15.04%	
Total per hour	25.00		33.30		33.18%	
	134.60		151.10		12.26%	
Sewer Snake * After Summer/Winter Business Hours						
a) Labour-2 man						
b) Machine	345.00		346.70		0.49%	
c) 1/2 Ton	34.60		39.80		15.04%	
Total per hour	25.00		33.30		33.18%	
	404.60		419.80		3.76%	
* During SUMMER Business Hours (June 1st to August 31st):						
Monday to Thursday - 8:00 a.m. to 4:15 p.m.						
Friday 8:00 a.m. to 1:00 p.m.						
* During WINTER Business hours (September 1st to May 31st)						
Monday to Friday - 8:30 a.m. to 4:30 p.m.						
* After Summer/Winter Business Hours:						
Weekends and Statutory Holidays						

	2014	TERMS	2015	TERMS	%Change	Explanation
AIRPORT						
Airside Parking Fees:						
	No Charge					
First 24 hours	9.00		9.45		5.00%	
Per Day	63.00		66.15		5.00%	
Per Month	387.00		406.35		5.00%	
Per Year						
Landing Fees:						
	No Charge					
Private/Personal use under 2000 kg / per landing	35.00		40.00		14.29%	
Regular Landing Fees <i>WITH</i> Fuel Purchase	50.00		55.00		10.00%	
Regular Landing Fees <i>WITHOUT</i> Fuel Purchase	220.00		230.00		4.55%	
Medical Flights						
Terminal Charges						
Office Space Rental: monthly per square foot	4.00		4.00		0.00%	
Plug in Fees/Day	12.00		12.60		5.00%	
Plug in Fees/Month	180.00		189.00		5.00%	
Fuel Sales						
	Cost					
Jet A per litre	147.00		150.00		2.04%	
Fuel Sales After Hours Charge	272.5		278.06		2.04%	
Snow Removal After Hours Charge/hr	147.00		150.00		2.04%	
Call-out for after hours service						

	2014	TERMS	2015	TERMS	%Change	Explanation
WATER						
Water Shut Off/ Turn On						
* Water shut off	190.00		209.00		10.00%	
* Water turn on	33.00		36.30		10.00%	
	33.00		36.30		10.00%	
Water Account Arrears:						
First occurrence water turn-on	50.00		50.00		0.00%	
Second occurrence water shut-off	50.00		50.00		0.00%	
Second Occurrence water turn-on	75.00		75.00		0.00%	
Third occurrence water shut-off	75.00		75.00		0.00%	
Third occurrence water turn-on	150.00		150.00		0.00%	
Automatic deposit after third occurrence	150.00		150.00		0.00%	
	300.00		300.00		0.00%	
Repair or Replace Water Service Line:						
from Main Shut-off to entry of Residential Property(Estimate on labour, materials & equipment)	2,010.00	Flat Rate	2,010.00		0.00%	
from Main Shut-off to entry of Residential Property (WINTER)	Quote Provided		Quote Provided			
Repair or Replace Business Service Lines to be billed	Quote Provided		Quote Provided			As per Policy #2007-002
Sewer Laterals	190.00	Flat Rate	209.00		10.00%	Call-out and Administration Fee
*Lateral Check	33.00		36.30		10.00%	
Repair/Replace Sewer Lateral from Residences' property line to the curb side of street	2,010.00	Flat Rate	2,010.00		0.00%	Excluding applicable taxes
Repair/Replace Sewer Lateral from Residences' property line to the curb side of street(WINTER)	Quote Provided		Quote Provided			
Fixed charge quarterly per subscriber						
Water meter3 rate	30.25		33.28		10.00%	Effective 2nd Quarterly Reading
Sewer meter3 rate	2.21		2.43		10.00%	Effective 2nd Quarterly Reading
	1.62		1.78		10.00%	Effective 2nd Quarterly Reading
Total meter3 rate	3.83		4.21		10.00%	Effective 2nd Quarterly Reading
Frozen Lines (Bleeder):						
Frozen Water Meters:						
Mid Cycle Readings (other than change of title)	40.00		40.00		0.00%	

* During SUMMER Business Hours (June 1st to August 31st):

Monday to Thursday - 8:00 a.m. to 4:15 p.m.

Friday 8:00 a.m. to 1:00 p.m.

* During WINTER Business hours (September 1st to May 31st)

Monday to Friday - 8:30 a.m. to 4:30 p.m.

* After Summer/Winter Business Hours:

Weekends and Statutory Holidays

	2014	TERMS	2015	TERMS	%Change	Explanation
BUILDING						
Permits:						
Building Permits / \$1000 of construction value:	25.00+7.00 / \$1,000.00 of construction costs		25.00+8.00 / \$1,000.00 of construction costs			
Demolition Permit	50.00		50.00		0.00%	
Demolition Permit within the scope of OBC Division C.1.2.2.3	200.00		200.00		0.00%	
Fence Permit	25.00		25.00		0.00%	
Change of use permit within the scope of OBC Part 9	50.00		50.00		0.00%	
Change of use permit within the scope of OBC Part 3	200.00		200.00		0.00%	
Services:						
CBO rate per hour	87.00		88.74		2.00%	
Letter of Conformity (Building Inspection Certificate)	75.00		75.00		0.00%	
Solid Fuel Burning Appliance:						
1) EPA rated solid fuel space heater	65.00		70.00		7.69%	
2) Pellet Stove	65.00		70.00		7.69%	
3) Non EPA rated solid fuel space heater	110.00		120.00		9.09%	
4) Solid fuel and / or combination central heating appliance	110.00		120.00		9.09%	

	2014	TERMS	2015	TERMS	%Change	Explanation
MUNICIPAL LAW ENFORCEMENT						
DOGS:						
before January 1st during "Advance Tag Sale":						
Dogs Licences - (spayed or neutured)	15.00		15.00		0.00%	
Dogs Licences - (non-spayed or non-neutured)	20.00		20.00		0.00%	
after January 1st:						
Dog Licences - 1st Dog (Spayed or neutured)	20.00		20.00		0.00%	
Dog Licences - Each Additional (Spayed or neutured)	25.00		25.00		0.00%	
Dog Licences - 1st Dog (non-spayed or neutured)	35.00		35.00		0.00%	
Dog Licences - Each Additional (non-spayed or neutured)	40.00		40.00		0.00%	
Lost Tag Replacement	10.00		10.00		0.00%	
Kennel Licence	50.00		50.00		0.00%	
Pound Fees/Day	50.00		50.00		0.00%	
CATS:						
before January 1st during "Advance Tag Sale"						
Cat Licences - (spayed or neutured)	15.00		15.00		0.00%	
Cat Licences - (non-spayed or non-neutured)	20.00		20.00		0.00%	
after January 1st:						
Cat Licences - (spayed or neutured)	20.00		20.00		0.00%	
Cat Licences - Each Additional (spayed or neutured)	25.00		25.00		0.00%	
Cat Licences - (non-spayed or non-neutured)	35.00		35.00		0.00%	
Cat Licences - Each Additional (non-spayed or non-neutured)	40.00		40.00		0.00%	
Lost Tag Replacement	10.00		10.00		0.00%	
CALL OUT FEE:						
Non-Working Hours	110.00		110.00		0.00%	

	2014	TERMS	2015	TERMS	%Change	Explanation
PLANNING						
Official Plan Amendment	800.00		800.00		0.00%	
Zoning By-law Amendment	800.00		800.00		0.00%	
Draft Plan of Subdivision Agreement	400.00		400.00		0.00%	
Plan of Subdivision Agreement	400.00		400.00		0.00%	
Plan of Subdivision Agreement Amendment	400.00		400.00		0.00%	
Site Plan Agreement	400.00		400.00		0.00%	
Minor Variance	400.00		400.00		0.00%	
Deeming Application			\$350.00			NEW

CEMETERY	2014	TERMS	2015	TERMS	%Change	Explanation
	without HST		without HST			
Sale of Lot:						
Resident Adult						
Resident Child	200.00		200.00		0.00%	
Non-Resident	200.00		200.00		0.00%	
Above Lots: Add on Perpetual Care	400.00		400.00		0.00%	
Interment:	250.00		250.00		0.00%	
Weekday - Adult - full burial						
Weekday - Child - full burial	400.00		400.00		0.00%	
Weekday - Cremation - Adult or Child	150.00		150.00		0.00%	
Weekends/Holidays - Adult FB	150.00		150.00		0.00%	
Weekends/Holidays - Child FB	550.00		550.00		0.00%	
Weekends/Holidays - Cremation A/C	250.00		250.00		0.00%	
Disinterment:	250.00		250.00		0.00%	
Weekdays						
Weekends/Holidays	400.00		400.00		0.00%	
Weekdays	550.00		550.00		0.00%	
Weekends/Holidays	800.00		800.00		0.00%	
Stake and Locate - Weekday	900.00		900.00		0.00%	
Flat marker under 173 sq. in. (No Perpetual Care charged)						
Flat marker over 173 sq. in.	70.00		70.00		0.00%	
with Perpetual Care	70.00		70.00		0.00%	
Total:	50.00		50.00		0.00%	
	120.00		120.00		0.00%	
Upright monument up to 4 ft in height or width						
with Perpetual Care	70.00		70.00		0.00%	
Total:	100.00		100.00		0.00%	
	170.00		170.00		0.00%	
Upright monument over 4 ft in height or width						
with Perpetual Care	70.00		70.00		0.00%	
Total:	200.00		200.00		0.00%	
	270.00		270.00		0.00%	
Stake and Locate - Weekend/Holidays						
Flat marker under 173 sq. in. (No Perpetual Care charged)						
Flat marker over 173 sq. in.	150.00		150.00		0.00%	
with Perpetual Care	150.00		150.00		0.00%	
Total:	50.00		50.00		0.00%	
	200.00		200.00		0.00%	
Upright monument up to 4 ft in height or width						
with Perpetual Care	150.00		150.00		0.00%	
Total:	100.00		100.00		0.00%	
	250.00		250.00		0.00%	
Upright monument over 4 ft in height or width						
with Perpetual Care	150.00		150.00		0.00%	
Total:	200.00		200.00		0.00%	
	350.00		350.00		0.00%	



THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD
www.tbdssab.ca

AGENDA	
Item No.:	2014-01
Meeting Date:	12/12/14
	D M Y

DEC 12 2014

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER
The District of Thunder Bay Social
Services Administration Board
(Also known as TBDSSAB)
231 May Street South
Thunder Bay ON P7E 1B5
Tel: 807-766-2106 / Fax: 807-345-6146

Our File No.: SSB-10

November 28, 2014

Cecile Kerster, Municipal Manager Clerk
Township of Manitouwadge
1 Mississauga Drive
Manitouwadge ON P0T 2C0

Dear Cecile Kerster:

Re: Appointment of 2015 Board Members to The District of Thunder Bay Social Services Administration Board

Pursuant to the *District Social Services Administration Boards Act*, The District of Thunder Bay Social Services Administration Board (TBDSSAB) was established to administer social services for the District of Thunder Bay. The Board shall consist of 12 members representing the areas set out in Schedule 6, for a term not exceeding four years.

The 2011 to 2014 term is ending on December 31, 2014. Please provide written confirmation of the name and contact information for the representative being appointed to the TBDSSAB for Area 5, by December 24, 2014.

The inaugural TBDSSAB Board Meeting for 2015 is scheduled for January 22, 2015 starting at 10:00 a.m., 231 May Street South Thunder Bay ON.

Should you have any questions, please contact Glenda Flank at 807-766-2106.

Sincerely,

William (Bill) Bradica, CPA, CGA
Chief Administrative Officer
The District of Thunder Bay Social
Services Administration Board

WB/gf

Attachment: *District Social Services Administration Board Act, O.Reg 278/99 Schedule 6*

SCHEDULE 6
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

1. The district for the Thunder Bay Social Services Administration Board is the District of Thunder Bay.
2. The District of the Thunder Bay Social Services Administration Board shall consist of 12 members and the areas they represent and the manner of their appointment shall be as follows:
 1. REVOKED: O. Reg. 164/07, s. 1 (2).
 2. Area 1 is the area of jurisdiction of the following municipalities and one member shall be appointed jointly by the municipal councils of those municipalities to represent Area 1:
 - i. The Corporation of the Municipality of Oliver Paipoonge.
 - ii. The Corporation of the Township of Shuniah.
 - iii. The Corporation of the Township of O'Connor.
 - iv. The Corporation of the Municipality of Neebing.
 - v. The Corporation of the Township of Conmee.
 - vi. The Corporation of the Township of Gillies.
 3. Area 2 is the area of jurisdiction of the following municipalities and one member shall be appointed jointly by the municipal councils of those municipalities to represent Area 2:
 - i. The Corporation of the Township of Nipigon.
 - ii. The Corporation of the Township of Red Rock.
 - iii. The Corporation of the Township of Dorion.
 4. Area 3 is the area of the jurisdiction of The Corporation of the Municipality of Greenstone and one member shall be appointed by its municipal council to represent Area 3.
 5. Area 4 is the area of jurisdiction of the following municipalities and one member shall be appointed jointly by the municipal councils of those municipalities to represent Area 4:
 - i. The Corporation of the Township of Terrace Bay.
 - ii. The Corporation of the Township of Schreiber.
 6. Area 5 is the area of jurisdiction of the following municipalities and one member shall be appointed jointly by the municipal councils of those municipalities to represent Area 5:
 - i. The Corporation of the Town of Marathon.
 - ii. The Corporation of the Township of Manitouwadge.
 7. Area 6 is the area of jurisdiction of The Corporation of the City of Thunder Bay and six members shall be appointed by the municipal council of The Corporation of the City of Thunder Bay to represent Area 6.
 8. Area 7 is the territory without municipal organization within the district for the District of Thunder Bay Social Services Administration Board and one member shall be selected by the residents of that territory to represent Area 7.

O. Reg. 112/99, s. 2 (2); O. Reg. 620/00, s. 8; O. Reg. 164/07, s. 1.



AGENDA		
Item No.	08 02	
Meeting Date:	10	10 11
	D	M Y

Thunder Bay District Municipal League

The first meeting for the organization of the League was held in Fort William on April 27, 1917 and was known as the Fort William District League.

Membership to the League is open to all incorporated municipalities in and around the District of Thunder Bay and its present memberships include all the communities in the District as well as the Municipality of Wawa and the Township of White River in the District of Algoma.

The Board consists of one member of council from each of the member communities and meets bi-monthly in the Township of Nipigon. There are two general membership meetings, the Annual which is held on the first weekend in March and a Fall meeting held in the month of October or November.

The Margaret S. Sideen Award for Political Studies was established by the League at Lakehead University in 1985 and an award is made to a student annually. Margaret Sideen served as a Councillor for the Municipality of Paipoonge and was a dedicated supporter of the League and NOMA. Margaret served as President of the League for two terms, 1967-68 and 1973-74.

Executive Members

President - Councillor Larry Hebert, City of Thunder Bay
 1st Vice President - Councillor Rodney Swarek, Township of White River
 2nd Vice President - Councillor Donna Blunt, Municipality of Shuniah
 Past President - Mayor John MacEachern, Township of Manitouwadge
 Executive Member - Councillor Jane Jantunen, Municipality of Greenstone
 Executive Member - Councillor Bev Dale, Municipality of Neebing
 Executive Member - Councillor Wendy Landry, Municipality of Shuniah
 Secretary-Treasurer - Beth Stewart

Member Municipalities

Town of Marathon
 Municipality of Greenstone
 Municipality of Neebing
 Municipality of Oliver Paipoonge

Municipality of Shuniah
Municipality of Wawa
Township of Conmee
Township of Dorion

Township of Dubreuilville
Township of Gillies
Township of Manitowadge
Township of Nipigon
Township of O'Connor
Township of Red Rock
Township of Schreiber
Township of Terrace Bay
Township of White River
Township of Hornepayne
City of Thunder Bay

Contact:

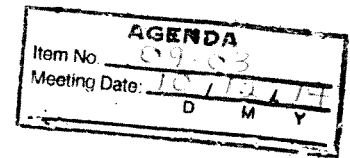
Beth Stewart
Secretary-Treasurer
343 Parker Rd, Gillies Township
RR 1
Kakabeka Falls ON P0T 1W0
Telephone no. (807) 476-0927
Cell no. (807) 628-7654
Fax no. (807) 622-8246
Email bstewart@tbaytel.net

2014 Annual Fall Conference - Draft Agenda

The Annual Fall Conference will take place December 5 & 6, 2014 at the Prince Arthur Hotel.

Draft agenda details include: [draft-agenda.pdf](#)

[Close Window](#)



POWERS AND DUTIES OF THE LIBRARY BOARD

Section 20 of the Public Libraries Act outlines certain powers and duties of a library board.

For example, a board shall:

- Seek to provide, in cooperation with other boards, a comprehensive and efficient public library service that reflects the community's unique needs
- Seek to provide library services in the French language, where appropriate
- Operate one or more libraries and ensure that they are conducted in accordance with the Public Libraries Act and its regulations
- Fix the times and places for board meetings and the mode of calling and conducting them, and ensure that full and correct minutes are kept
- Make an annual report to the Minister and make any other reports required by the Act and regulations or requested by the Minister from time to time
- Make provision for insuring the board's real and personal property
- Take proper security for the treasurer

A board may:

- Operate special services in connection with a library as it considers necessary
- Appoint such committees as it considers expedient

In addition, a board may:

- Make rules (Public Libraries Act, R.S.O. 1990, c. P.44, s. 23 (4))
 - For the use of library services
 - For the admission of the public to the library
 - For the exclusion from the library of persons who behave in a disruptive manner or cause damage to library property
 - Imposing fines for breaches of the rules
 - Suspending library privileges for breaches of the rules
 - Regulating all other matters connected with the management of the library and library property
- Impose fees for services where fees are not proscribed by the Public Libraries Act, for use of library services by persons who do not reside in the area of the board's jurisdiction and for the use of parts of a library building not being used for public library purposes. (Public Libraries Act, R.S.O. 1990, c. P.44, s. 23 (3))

KEY ACTIVITIES OF PUBLIC LIBRARY BOARDS

SET POLICY

Policy is the library board's most effective tool in providing continuity of governance, a consistent framework for the efficient operation of the library and effective delivery of library services. Policies assist the library board in fulfilling its mission and provide a foundation upon which library staff can develop procedures and make day-to-day decisions.

PLAN

Planning is the process by which the library board ensures that it is making the best possible use of public resources, and that the library service is positioned to respond effectively to community needs and changing circumstances.

It is the responsibility of every library board to ensure that an effective planning process, along with appropriate policies, has been put in place and kept up-to-date.

HIRE, SUPERVISE AND EVALUATE THE CEO

While the board may devote considerable time and effort to the development of policies and plans for the library, it is ultimately the CEO who has responsibility for ensuring that those policies and plans are realized.

ADVOCATE FOR THE LIBRARY AND DEVELOP STRATEGIC PARTNERSHIPS

The library board strives to ensure that the library has adequate resources to carry out its goals and responsibilities. It does so by nurturing a strong and communicative relationship with council (its main partner and funding body), developing strategic partnerships with community groups and leaders, and ensuring that the value of the library and its contribution to the community is properly recognized.

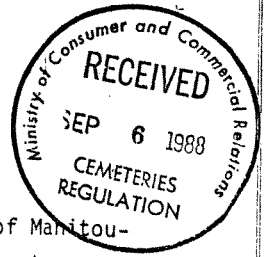
ENSURE ACCOUNTABILITY

The library board monitors the financial affairs of the library and ensures that they are well-managed. It ensures that library funds are spent in accordance with the approved budget and in such a way as to best meet the needs of the community.

Item: 09/04
M: 10/2/87

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE
BY-LAW NO. 88-60

Being a By-Law to establish the Manitou-
wadge Cemetery Advisory Committee. ✓

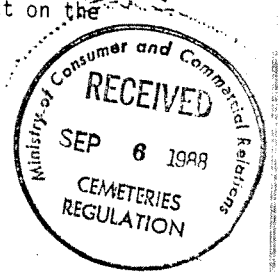


WHEREAS the Council of the Corporation of the Township of Manitou-
wadge deems it advisable and expedient to establish a Cemetery
Advisory Committee in the Township of Manitouwadge to provide the
Council with advice on the maintenance, regulation and control of
the Manitouwadge Cemetery.

NOW THEREFORE, the Council of the Corporation of the Township of
Manitouwadge ENACTS AS FOLLOWS:

1. THAT a Cemetery Advisory Committee be formed as a body Corporate having the name Manitouwadge Cemetery Advisory Committee and consist of seven (7) members.
2. THAT the members of the Cemetery Advisory Committee who are not members of the Manitouwadge Municipal Council shall hold office during the term of Council.
3. WHEN a member of the Cemetery Advisory Committee becomes a member of a municipal council, he or she ceases to be a member of The Cemetery Advisory Committee, but is eligible to be appointed annually.
4. THE members of the Cemetery Advisory Committee shall hold office until their successors are appointed and such appointments are approved, where approval thereof is required, and are eligible for reappointment.
5. WHERE a member ceases to be a member of the Cemetery Advisory Committee before the expiration of his or her term, the Council of the Corporation of the Township of Manitouwadge shall appoint another eligible person for the unexpired portion of the term.
6. A majority of the members of the Cemetery Advisory Committee shall constitute a quorum.
7. The Chairman of the Cemetery Advisory Committee shall be a Councillor of the Corporation of the Township of Manitouwadge. The Cemetery Advisory Committee shall elect a vice-chairman who shall preside in the absence of the chairman, from among its members.
8. THAT one Councillor of the Council of the Corporation of the Township of Manitouwadge shall be appointed as a member of the Cemetery Advisory Committee and shall preside as the Chairman of said Committee and shall serve during the duration of his/her term of office.
9. THAT a member of the Cemetery Advisory Committee, at its first meeting, shall elect from among its members a Secretary of the Cemetery Advisory Committee. The duties of the Secretary shall be to take minutes of all meetings of the Cemetery Advisory Committee, and to forward adopted minutes of the Committee, and formal recommendations of the Committee to the Council of the Corporation of the Township of Manitouwadge for the consideration of the Council.
10. THAT the duties of the Cemetery Advisory Committee shall be to provide the Council with advice on the maintenance, regulation and control of the Manitouwadge Cemetery.

11. THIS By-Law shall come into force and take effect on the
day of its passing hereof.



READ a first time
this 8th day of June
1988.

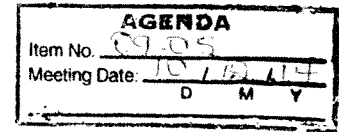
Silvio Costoloveris
Reeve

C. B. Brumfield
Clerk

Read a second
and third time and finally
passed this 10th day of August,
1988.

Silvio Costoloveris
Reeve

C. B. Brumfield
Clerk



MANITOUWADGE ECONOMIC DEVELOPMENT CORPORATION

On June 19, 1992 the Manitouwadge Economic Development Corporation became incorporated. Incorporation was undertaken because it was felt that a corporation could do more things than a committee of the town council, which is what the MEDC was prior to incorporation. There are many things that a corporation could apply for and could undertake that a municipal government could not.

The letters patent which is the MEDC's legal permission to exist state "the objects for which the corporation is incorporated." These objects are:

- 1) To study methods of strengthening and diversifying the local economy in the trading area of the Township of Manitouwadge hereinafter referred to as "the trading area";
- 2) To promote and encourage economic development in the Trading Area;
- 3) To act as consultants and advisors to Management and Executives of any enterprise or organization in the Trading Area;
- 4) To provide counseling and technical assistance to the unemployed residing in the Trading Area;
- 5) To provide counseling and technical assistance to small businesses within the trading area;
- 6) And to educate and provide counseling in the effective use of Federal and Ontario Government programs and private financial institutions in the development of small businesses within the Trading Area.

Early in its existence the MEDC also established five main goals that would be its main guide posts which are to promote and assist 1) business, 2) regional development, 3) community self-esteem, 4) tourism and 5) an investment fund.

The purpose of the MEDC has evolved over the years to the point where now it is primarily an advisory body to the Manitouwadge Economic Development Officer. The MEDC continues to manage the Community Stabilization Fund (CSF) and also manages a residual finite operating fund from its earlier days.

SCHEDULE 6
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

1. The district for the Thunder Bay Social Services Administration Board is the District of Thunder Bay.
2. The District of the Thunder Bay Social Services Administration Board shall consist of 12 members and the areas they represent and the manner of their appointment shall be as follows:
 1. REVOKED: O. Reg. 164/07, s. 1 (2).
 2. Area 1 is the area of jurisdiction of the following municipalities and one member shall be appointed jointly by the municipal councils of those municipalities to represent Area 1:
 - i. The Corporation of the Municipality of Oliver Paipoonge.
 - ii. The Corporation of the Township of Shuniah.
 - iii. The Corporation of the Township of O'Connor.
 - iv. The Corporation of the Municipality of Neebing.
 - v. The Corporation of the Township of Conmee.
 - vi. The Corporation of the Township of Gillies.
 3. Area 2 is the area of jurisdiction of the following municipalities and one member shall be appointed jointly by the municipal councils of those municipalities to represent Area 2:
 - i. The Corporation of the Township of Nipigon.
 - ii. The Corporation of the Township of Red Rock.
 - iii. The Corporation of the Township of Dorion.
 4. Area 3 is the area of the jurisdiction of The Corporation of the Municipality of Greenstone and one member shall be appointed by its municipal council to represent Area 3.
 5. Area 4 is the area of jurisdiction of the following municipalities and one member shall be appointed jointly by the municipal councils of those municipalities to represent Area 4:
 - i. The Corporation of the Township of Terrace Bay.
 - ii. The Corporation of the Township of Schreiber.
 6. Area 5 is the area of jurisdiction of the following municipalities and one member shall be appointed jointly by the municipal councils of those municipalities to represent Area 5:
 - i. The Corporation of the Town of Marathon.
 - ii. The Corporation of the Township of Manitowadge.
 7. Area 6 is the area of jurisdiction of The Corporation of the City of Thunder Bay and six members shall be appointed by the municipal council of The Corporation of the City of Thunder Bay to represent Area 6.
 8. Area 7 is the territory without municipal organization within the district for the District of Thunder Bay Social Services Administration Board and one member shall be selected by the residents of that territory to represent Area 7.

O. Reg. 112/99, s. 2 (2); O. Reg. 620/00, s. 8; O. Reg. 164/07, s. 1.



Northwestern Ontario
Municipal Association

AGENDA	
Item No	09 02
Meeting Date:	10 / 15 / 13
	D M Y

Print

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Township of Red Rock
Township of Schreiber
Township of Terrace Bay
Township of White River
Township of Hornepayne
City of Thunder Bay

Contact:

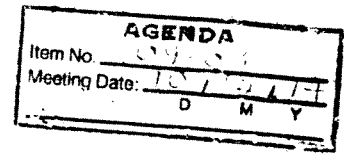
Beth Stewart
Secretary-Treasurer
343 Parker Rd, Gillies Township
RR 1
Kakabeka Falls ON P0T 1W0
Telephone no. (807) 476-0927
Cell no. (807) 628-7654
Fax no. (807) 622-8246
Email bstewart@tbaytel.net

2014 Annual Fall Conference - Draft Agenda

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Draft agenda details include: [draft-agenda.pdf](#)

[Close Window](#)



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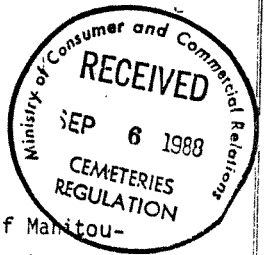
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1005
10/2/84
Item
M...

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE
BY-LAW NO. 88-60

Being a By-Law to establish the Manitou-
wadge Cemetery Advisory Committee. ✓

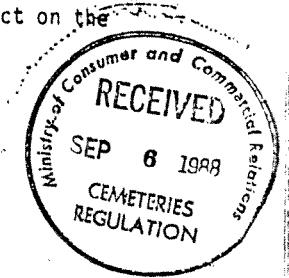


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the Manitouwadge Cemetery.

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and control of the Manitouwadge Cemetery.

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day of its passing hereof.



READ a first time
this 8th day of June
1988.

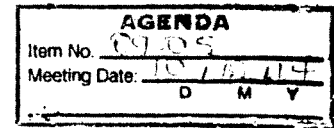
Silvia Costoloveris
Reeve

C. B. Brumfield
Clerk

Read a second
and third time and finally
passed this 10th day of August,
1988.

Silvia Costoloveris
Reeve

C. B. Brumfield
Clerk



MANITOUWADGE ECONOMIC DEVELOPMENT CORPORATION

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AGENDA		
Item No.:	09-06	
Meeting Date:	10	10
	D	M
		Y

Debra Dyer

From: Barbara Moro <Barbara.Moro@TBDHU.COM>
Sent: Monday, December 01, 2014 11:12 AM
To: 'Debra Dyer'
Subject: Thunder Bay District Health Unit Board Appointments
Attachments: PublicHealthPrimer2006_000.pdf

Hi Karen:

Please find attached a public health primer that might provide you with some additional information for your members, if they wish to sit on the Board of Health.

Our meetings are held the third Wednesday of each month at 1:00 pm in the Board Room at the TBDHU office in Thunder Bay.

We pay mileage, hotel and meals for anyone attending the meetings.

There is an honourarium, but that honourarium is only available to anyone who IS NOT paid by the municipality to attend, either per diem on annual salary.

If you require anything further, please feel free to contact me.

Thank you.

Barbara Moro

Executive Assistant to the Chief Executive Officer and Medical Officer of Health
 Secretary to the Board of Health

Thunder Bay District Health Unit | 999 Balmoral Street | Thunder Bay, ON P7B 6E7
 ☎ (807) 625-5965 | TF: 1-888-294-6630 | F: (807) 625-5973 | ✉ barbara.moro@tbdhu.com



Please consider the environment before printing this email.

From: Debra Dyer [<mailto:ddyer@manitouwadge.ca>]
Sent: November 26, 2014 3:54 PM
To: Barbara Moro
Subject: RE: Board Appointments

Good Afternoon Barbara:

I have left a voice message for your regarding the appointment for the TBDHU from Manitouwadge. I was hoping that you would be able to forward me some information on the mandate and other pertinent information that might be helpful to our new council members and Mayor. When your meetings are held and where etc.

Thank you.

Karen Robinson
 Secretary/Central Records Coordinator

Administration Department for the Council and Clerk
The Corporation of the Township of Manitouwadge
Telephone: 867-326-3227.231

From: Barbara Moro [<mailto:Barbara.Moro@TBDHU.COM>]

Sent: Wednesday, November 26, 2014 10:27 AM

To: Barbara Moro; Gordon Stover; John Hannam CTB; Kate Larson; Linda Douglas; Linda Smith; Marcie Vallelunga; Municipality of Greenstone; Municipality of Shuniah; Nyomie Korcheski; Oliver Paipoonge Judy Jacobson; Tina Larocque; Town of Manitouwadge; Town of Marathon; Township of Conmee; Township of Dorion; Township of Gillies; Township of Nipigon; Township of O'Connor; Township of Schreiber

Cc: Barbara Moro

Subject: Board Appointments

Good Morning:

It would be greatly appreciated if you could please advise when your municipality will be completing your Board appointments for the new Council.

Thank you very much for your assistance.

Barbara Moro

Executive Assistant to the Chief Executive Officer and Medical Officer of Health
Secretary to the Board of Health

Thunder Bay District Health Unit | 999 Balmoral Street | Thunder Bay, ON P7B 6E7
☎ (807) 625-5965 | TF: 1-888-294-6630 | F: (807) 625-5973 | ✉ barbara.moro@tbdhu.com



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A PUBLIC HEALTH PRIMER
for
MUNICIPAL CANDIDATES

September 2006

In June 2004, the Ontario government announced Operation Health Protection, a three-year plan to revitalize the province's public health system that prevents disease as well as protects and promotes health. This spring, following a review of local public health unit capacity, the province released its final report describing a new vision for public health in Ontario.

As Operation Health Protection moves forward, municipalities continue to play a role in influencing the delivery of public health programs and services in their local community.

This primer has been prepared by the Association of Local Public Health Agencies (www.alphaweb.org) for municipal candidates and their staff to help raise awareness about the role of the local public health unit and its board of health.

Q: What is Public Health?

A: Public health...

- is a key part of the community's infrastructure - just like roads and sewers

prevents

- saves municipalities money by preventing community health problems before they start
- helps reduce tainted water and food poisoning by monitoring and testing
- prevents the spread of diseases like flu, measles and hepatitis B

protects

- controls communicable diseases like tuberculosis and deals with outbreaks like meningitis
- is on call 24 hours a day to respond to emergencies and natural disasters like chemical leaks, contaminated drinking water and radioactive waste

promotes

- uses education and counselling to reduce unwanted pregnancies and sexually transmitted diseases
- helps reduce incidences of heart attacks and cancer through education and training of children, youths, adults and seniors
- assists families to be better parents and raise emotionally and physically healthier kids

these are only a few of the essential services provided by public health...read on to learn more



Q: How vital is Public Health to a community?

A: Very. Public health touches people everyday.

If you ever had a vaccination, gone out for dinner in a restaurant, received information about improving your eating habits, you had a public health experience. Public health is everyday programs that focus on *preventing diseases*, and *protecting* and *promoting health*. Here's a list of some of the things public health does to keep Ontarians healthy:

Public Health Programs	What They Do	Cost Benefits	Consequences of Poor Public Health Services
Controlling Communicable Disease and Eliminating Tainted Water and Food Poisoning	<ul style="list-style-type: none"> tuberculosis control hepatitis A & B control meningitis control consults and advises on new, emerging infectious diseases distributes vaccines to physicians centrally health inspections of food and drinking establishments; tests for contamination of drinking water supply 	<ul style="list-style-type: none"> reduces illness, increases productivity ensures public confidence that community can respond to outbreaks safeguards conditions for healthy environments. 	<ul style="list-style-type: none"> increase in tuberculosis, especially drug-resistant TB as is happening in the USA increase in antibiotic-resistant bacteria like MRSA, VRE increase in food poisonings costing millions in health and related legal costs
Reducing Unwanted Pregnancies & Sexually Transmitted Diseases	<ul style="list-style-type: none"> clinics - birth control, sexually transmitted diseases, HIV testing, pregnancy testing, sexual health, responsible relationships 	<ul style="list-style-type: none"> saves on the following: <ul style="list-style-type: none"> \$2,000 in direct cost of teen pregnancy and \$12,000 every year thereafter to support mother and child \$147 million or \$18,140 per patient per year in direct medical costs of HIV in Ontario 	<ul style="list-style-type: none"> rise in unwanted pregnancies outbreak of sexually transmitted diseases

continued

Public Health Programs	What They Do	Cost Benefits	Consequences of Poor Public Health Services
Immunizing to Prevent Diseases	<ul style="list-style-type: none"> • flu shot clinics • monitors immunization records for all students • ensures hepatitis B vaccine and measles vaccines are administered • keeps children and seniors from acquiring and suffering from preventable diseases. 	<ul style="list-style-type: none"> • protects against high cost of outbreak control for preventable diseases: <ul style="list-style-type: none"> - with influenza immunization, there is a cost savings of approx. \$56 CDN (\$46.85 US) per person vaccinated - measles shots saves up to \$4 for every \$1 spent on immunization - save \$400 per person with acute hepatitis B 	<ul style="list-style-type: none"> • preventable diseases that affect mostly children will increase and cause unnecessary suffering • high risk seniors and others will die of influenza
Preventing Heart Disease, Cancer and other Health Problems	<ul style="list-style-type: none"> • Heart Health • Cancer Prevention • Healthy Eating and Weights • Physical Activity • Positive Parenting • Breastfeeding • Effects of Alcohol & Drugs • Tobacco Use Prevention 	<ul style="list-style-type: none"> • preventing illness is cheaper than curing diseases: <ul style="list-style-type: none"> - heart disease costs \$2.7 billion annually in Ontario - smoking-related diseases cost \$1.7 billion and causes 16,000 deaths per year in Ontario • public health teaches people to live healthier so they live longer, feel better, get sick less often and are more productive. 	<ul style="list-style-type: none"> • annual \$1 billion treatments costs for cancer in Ontario will increase • more people will die younger from heart disease • more youth will start smoking
Dental Health	<ul style="list-style-type: none"> • education programs • screening and treatment clinics, especially for school-age children • preventive services • referral for treatment 	<ul style="list-style-type: none"> • saves \$350 to \$7,000 in treating each child with dental neglect • saves Ontario approx. \$13.8 million annually in treating early childhood tooth decay 	<ul style="list-style-type: none"> • decline in oral health, especially in children, carries into adulthood • poor people will be unable to get preventive treatment or urgent dental care when it is needed

Q: Why is Public Health indispensable?

A: Public health responds to crises and prevents them from happening.

In each of the real life cases below, public health came to the rescue to ensure the health and safety of communities and individuals. Public health is on call 24 hours a day to effectively handle emergencies and natural disasters. Communities depend on the presence of a strong, local public health team to act in their best interest during these situations. Public health is indispensable to every person in Ontario.

- **Salmonella Outbreak in Ontario (2005)** - Public health officials at the local, provincial and federal levels collaborated to prevent the further outbreak of salmonella across the province from November to December 2005. Investigators from various agencies such as Toronto Public Health linked the source to contaminated bean sprouts produced by a local company, which had distributed their product to restaurants and grocery stores across Ontario. A province-wide public information campaign warned consumers to avoid eating the sprouts and educated them about the risks associated with their consumption.
- **SARS Outbreak in Toronto (2003)** - In March 2003, the Ontario government declared the highly contagious Severe Acute Respiratory Syndrome (SARS) a health emergency. Working alongside federal and provincial health colleagues, Toronto Public Health staff helped to contain the disease and prevented the spread to the wider community by following up on people who may have come in contact with SARS cases and assessing their health to determine the presence of symptoms. In addition to vigilant identification, surveillance and management of the disease, the local health unit regularly communicated information to a concerned public in a calm and concise manner during the entire crisis. By early July, Toronto was removed from the World Health Organization's list of SARS-affected areas.
- **Contaminated Water in Walkerton (2000)** - In May 2000, staff at the former Bruce-Grey Owen Sound Health Unit (now Grey-Bruce Health Unit) found that the town was experiencing an outbreak of E. coli in the community's water supply. After determining the link between a local well, the municipal water system and the spread of the disease through the Walkerton area, the local health unit mounted an extensive public and media campaign to alert and advise the community, and carefully monitored cases to assure that the measures instituted were bringing the outbreak under control. Bruce-Grey Owen Sound Health Unit staff were key members of the local-provincial team, directing the investigation of and response to the outbreak that ultimately exposed the flaws of Ontario's drinking water system and resulted in a provincial inquiry of the system.

continued

- **Cyanide Spill in Etobicoke (1997)** - Cyanide spilled into Etobicoke Creek from a factory resulting in a health hazard and threat to water treatment plants. The local public health department played a lead role and coordinated activities of the Works & Parks Departments and the Ministry of the Environment on effecting prompt remedial action to safeguard the health of the public.
- **Hepatitis Outbreak in GTA (1996)** - Public health investigated and solved the mystery of a major hepatitis outbreak that involved over 18,000 patients across the Greater Toronto Area between 1992 and 1996.

But public health doesn't just respond to crises, it prevents them from happening as the following illustrate. Highly trained public health professionals perform a wide range of activities to help communities avert potential threats to health:

- **West Nile Virus** - Health units across the province implement a number of initiatives to control and prevent West Nile virus (WNV), a mosquito-borne disease. These include a larviciding program to reduce the mosquito population, educating the public about WNV, encouraging them to take precautions, surveilling birds and mosquitoes, and tracking human cases with the virus.
- **Measles Control** - Over 2 million children across Ontario were immunized in 1996 with a second dose of measles to ensure their protection. Measles kills a million people a year across the globe and Ontario was suffering outbreaks in the mid-90's. Now, children are safe from this disease.
- **Healthy Babies and Children** - Each health unit in Ontario provides help and support to pregnant women and families with infants and young children to ensure they get the best start in life. Among the many parent-child services, public health provides prenatal classes and newborn screening, phone follow-up of mothers with newborns and offer of a home visit, early developmental screening and assessment, speech and language intervention, dental treatment and prevention, and parenting programs and clinics.
- **Chronic Disease Prevention** - To reduce the burden of illness, public health works hard to educate Ontarians about healthier lifestyle choices such as increased physical activity, healthy eating and weight loss, reduced tobacco and alcohol consumption, and sun safety. In addition, health units promote injury prevention and personal safety issues.
- **Tobacco Use Prevention and Reduction** - Health units run smoking cessation programs for those wanting to quit. They engage communities and youth to prevent and reduce tobacco use. Public health inspectors enforce prohibition of tobacco sales to those under 19 years of age and ensure public compliance to the Smoke-Free Ontario Act.
- **Environmental Health** - Public health continues to monitor and report on health hazards such as poor air quality, extreme temperatures, unsafe beaches and, in some areas, radioactivity. Health units are well trained in preventing and controlling hazardous situations, including nuclear disasters, chemical spills and fires.

Q: What will happen with inadequate Public Health?

A: Here's just a few of the things...

- Communicable diseases will make a comeback. When New York City cut back on funding for public health programs in the late '80s, tuberculosis came roaring back¹. NYC had to spend 10 times as much to get this disease under control. When the Soviet Union collapsed in 1990, state funding for infectious disease prevention was cut. Diphtheria rates increased almost 30-fold by 1994, the incidence of mumps nearly tripled between 1990 and 1998 and tuberculosis rates increased by 70% from 1990 to 1995².
- Higher incidences of food poisoning from restaurants and other commercial food establishments will result.
- Fewer public health nurses visiting homes will mean that the incidence of low birth weight babies will rise, forcing hospitals to increase neo-natal resources.
- Fewer public health staff in schools and the community will mean that more youth will start smoking or abusing drugs and alcohol.
- Unwanted pregnancies and the spread of sexually transmitted diseases, including AIDS, will increase if sexual health clinics are closed. This will result in increasing health care costs that will be borne by everyone.

¹ War against TB being won again. *The Globe and Mail* (April 15, 1997)

² Netesov S.V. and Conrad J.L. Emerging Infectious Diseases in Russia, 1990-1999. *Emerging Infectious Diseases* (Jan-Feb. 2001, Vol. 7, No. 1)

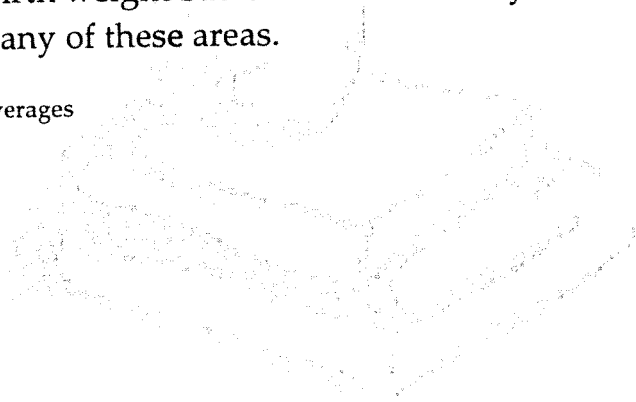
Q: *How much does Public Health cost?*

A: *Not much at all. It's a great investment.*

Public health programs in Ontario cost an average of about 13¢ a day or \$47 per person annually* – the price of a movie night with a friend! It is the ounce of prevention that avoids the pound of cure.

Compared to other municipal services, public health is a bargain. It's a vital part of your community's infrastructure and needs to be maintained, just like roads, sewers and waste disposal. The consequences of not maintaining public health are disease outbreaks, tainted water and food, more youth smoking, poorer nutrition, and more low birth weight babies. No community wants to see an increase in any of these areas.

*based on provincial averages



Some Public Health Facts

FACT	COST-BENEFIT	REFERENCE	FACT SUPPLIED BY
Public health, through disease prevention and health promotion, reduces the economic burden of illness	Save \$2,785 per person, or \$56.7 billion per year, in direct health care costs in Ontario	Public Health Agency of Canada. (2002). <i>Economic Burden of Illness in Canada, 1998</i> . Ottawa: Health Canada. http://www.phac-aspc.gc.ca/publicat/ebic-femc98/pdf/ebic1998.pdf	
Public health prevents cancer	Save about \$2.7 billion a year in cancer care in Ontario	Cancer Care Ontario. (2004). <i>Ontario Cancer Plan 2005-2008</i> . http://www.cancercare.on.ca/pdf/OntarioCancerPlan.pdf	
Tobacco use prevention, cessation, education and enforcement programs reduce tobacco-related deaths	Save \$347,000 per year on health care costs for tobacco attributable mortality in Ontario	Hamilton Regional Cancer Centre, 1989 Mortality data, Michael D.E. Goodyear, Medical Oncology, Clinical Epidemiology and Biostatistics.	Grey-Bruce Health Unit
Substance abuse (alcohol, tobacco, illicit drugs) prevention programs reduce the burden of illness, including hospital costs, losses from the workplace, etc.	Save \$441 per person in Ontario on health care, workplace productivity, prevention and research, legal costs and productivity losses due to alcohol-related problems; in 2002, cost of alcohol-related problems was \$5 billion in Ontario	Rehm J. et al. Canadian Centre for Substance Abuse 2002 Highlights. (March 2006). http://www.ccsa.ca/NR/rdonly/res/18F3415E-2CAC-4D21-86E2-CEE549EC47A9/0/ccsa0113322006.pdf	
Public health prevents rabies	Save \$600 to \$800 to treat each person exposed to rabies in Ontario	Missing rabies shot could cost pet owners \$5,000. <i>The Globe and Mail</i> . (Sept. 27, 1993).	
Public health prevention programs keeps seniors out of hospitals	Save up to \$10,000 per senior hospitalized due to a fall	Are you in Jeopardy? <i>Community Presentation Manual</i> . Central West Seniors Safety Committee. p. 7	Middlesex-London Health Unit
Public health inspections prevent people from getting sick due to food borne illnesses	Save \$306 per person made ill by food poisoning in Ontario and \$459,000,000 per year* * based on 1991 dollars	<i>Costs Associated with Food borne Illness: A Brief Cost Analysis</i> . Sudbury & District Health Unit. (1996).	Sudbury & District Health Unit

References

FACT	COST-BENEFIT TO HEALTH & SOCIAL WELFARE SYSTEM	REFERENCE	FACT SUPPLIED BY
Sexual health programs and clinics reduce unplanned pregnancies	Save \$2,000 direct cost of teen pregnancy and \$12,000 to support mother and child	Orton M.J. & Rosenblatt E. (1986). <i>Adolescent Pregnancy in Ontario: Progress in Prevention</i> . Hamilton: Planned Parenthood Ontario.	Grey-Bruce Health Unit
Sexual health programs and clinics prevent the spread of sexually transmitted diseases	Save \$147 million in direct medical costs for persons living with HIV in Ontario	Millson P., McMurchy D., Leeb K. (1999) <i>Complementary therapies: A HOOD report on the cost of HIV in Ontario. HIV Health Evaluation Update.</i>	
Immunization programs prevent deadly diseases	<p>Cost-savings of influenza immunization at \$56 per person vaccinated</p> <p>For every \$1 spent on immunization, measles shots can save \$4 on health care costs</p> <p>Save \$400 per person with acute hepatitis B¹, and \$11,000 per newborn with hep B²</p>	<p>www.beatheflu.ca/business.html, Ontario Ministry of Health and Long-Term Care web site.</p> <p>Pelletier L., Chung P., Duclos P., Manga P. and Scott J. (1998) <i>A Benefit-Cost Analysis of Two-Dose Measles Immunization in Canada. Vaccine</i>. May-June 1998. Vol. 16, No. 9-10.</p> <p>¹1996 <i>Annual Report</i>. Middlesex-London Health Unit. (May 1997).</p> <p>² Krahn M. and Detsky A.S. (Jan-March 1993). <i>Should Canada and the United States Universally Vaccinate Infants Against Hepatitis B? A Cost Effectiveness Analysis. Medical Decision Making</i>. Vol. 13, No. 1</p>	<p>Grey-Bruce Health Unit</p> <p>Middlesex-London Health Unit</p>

continued

FACT	COST-BENEFIT TO HEALTH & SOCIAL WELFARE SYSTEM	REFERENCE	FACT SUPPLIED BY
Public health prevention and education programs prevent heart disease, cancer and other illnesses	<p>Save \$2.7 billion annually in direct costs of heart disease in Ontario</p> <p>Save \$3.5 billion a year due to smoking-related diseases</p>	<p>Naylor D. and Slaughter P. <i>Cardiovascular Health and Services in Ontario, An ICES Atlas</i> (February 1999). http://www.ices.on.ca/file/3_CVA_Chapter1.pdf</p> <p><i>Costs of Heart Disease and Stroke - Document #15009.</i> Heart and Stroke Foundation. http://www.hsf.ca/facts_on_fax/costs.html.p.1.</p>	Middlesex-London Health Unit
Public health dental programs reduce pain and suffering and time loss from school and work due to dental disease, and also contribute to a general sense of well-being	<p>Save costs ranging from \$350 to \$7,000 of treating one child with dental neglect</p> <p>Save approx. \$13.8 million a year in treating early childhood tooth decay in Ontario</p>	<p>Ontario Society of Public Health Dentists brief to the Mandatory Program Advisory Committee</p> <p>Hicks T. et al. <i>Infant Feeding Caries: Part I. Ontario Dentist.</i> (November 1995).</p>	Ontario Association of Public Health Dentistry: Cities of the former North York and Toronto

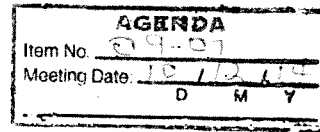
Links to Public Health Web Sites

Provincial

- <http://www.alphaweb.org>
- <http://www.publichealthontario.ca>
- <http://www.health.gov.on.ca/>
- <http://www.healthyonario.com>
- <http://www.opha.on.ca>

Federal

- <http://www.phac-aspc.gc.ca/>



October 2014

The NWMO Site Selection Process

The Township of Manitouwadge is one of 14 communities in Canada currently engaged in a multi-year, multi-step process of learning more about Adaptive Phased Management (APM), Canada's plan for the safe long-term management of used nuclear fuel. APM involves the construction of a national deep geological repository for used nuclear fuel, the development of a used fuel transportation system and the construction of a centre of expertise that will be a hub for national and international collaboration.

The Township has committed to work collaboratively with the Nuclear Waste Management Organization (NWMO) to learn about this plan. It has not committed to anything beyond learning and may exit the process at any time of its own choosing.

Nuclear fuel is a solid material used in the generation of electricity in nuclear power plants. When removed from a reactor, it remains hazardous for many hundreds of thousands of years and must be safely isolated from people and the environment, essentially indefinitely. For decades Canadians have been using electricity generated by nuclear power reactors in Ontario, New Brunswick and Quebec. The used nuclear fuel that has been created is currently stored in licensed interim facilities at the nuclear plant sites where it is produced.

Ensuring the long-term, safe and secure management of used nuclear fuel is an important responsibility we, as Canadians, share. A deep geological repository is consistent with plans being developed in Sweden, Finland and many other countries around the world to manage their own used nuclear fuel.

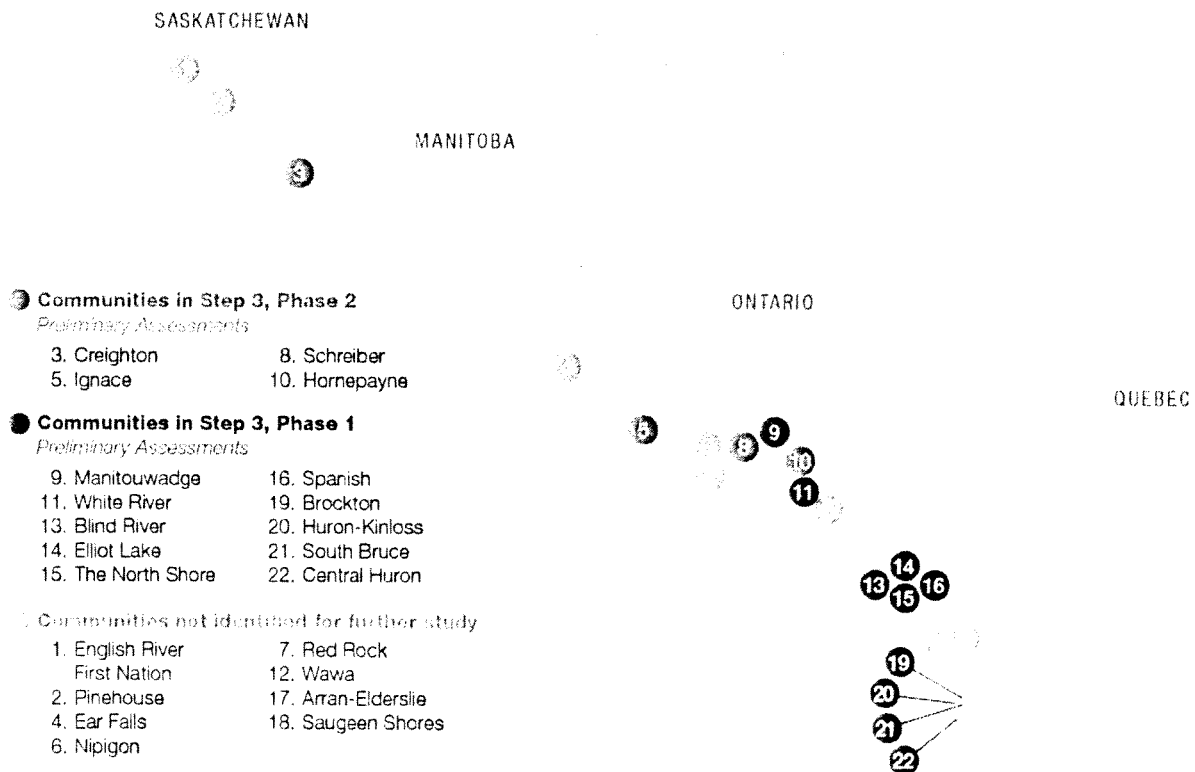
The NWMO is implementing Canada's plan, and an important decision is where to locate our national repository and centre of expertise. Confirming a safe site in an area with an informed and willing host will take several years of progressively more detailed technical, scientific, social, cultural and economic studies, as well as engagement with interested communities, Aboriginal peoples and surrounding communities. The preferred site must meet robust technical requirements focused on safety. In addition to meeting detailed technical criteria, the project must be implemented in a way that will help foster long-term community well-being and sustainability.

Although accountable authorities (such as mayors and councils) may request that their communities learn about Canada's plan for the long-term management of used nuclear fuel, a compelling demonstration of willingness involving residents of the area will be required when all preliminary studies and detailed site characterization studies are complete. This is when communities with confirmed suitable sites will decide whether they are willing to accept the project and propose the terms and conditions on which they would have the project proceed. This demonstration of willingness is not expected to be required for several years. It is expected that people in the area will want to see the results of detailed studies so they can make an informed decision.

Once all studies have been completed and an informed and willing host is identified and wishes to proceed, the project will be the subject of formal regulatory review and environmental assessment.

Status of Site Selection Process

- From an initial engagement of 22 interested communities, screenings and assessments have been informing a narrowing-down process, identifying communities with greatest potential to meet siting requirements.
- 14 communities continue to be engaged in the NWMO site selection process.
- To date, four communities were identified as having strong potential to meet siting requirements and are proceeding with more detailed studies and engagement.
- Based on early preliminary assessments, six communities were not identified for further study, and one voluntarily withdrew.
- Ten communities are engaged in an earlier phase of study.



What Are Preliminary Assessments?

Preliminary assessments are designed to assess, in a preliminary way, potential suitability of communities for safely hosting a deep geological repository, and to identify one or possibly two preferred sites for more detailed evaluation. Preliminary assessments are completed in two phases of increasingly detailed study and engagement.

The first phase of preliminary assessment involves desktop studies designed to explore a community's potential to meet the project's strict safety requirements. Phase 1 assessments also involve community engagement and reflection about the potential for the project to foster the well-being of the community and for the project to fit with the community's long-term vision.

The second phase of assessments involve more intensive community learning and engagement, as well as a broader focus to include First Nations and Métis peoples and other municipalities in the surrounding area. Phase 2 is also when preliminary fieldwork begins.

Status of Preliminary Assessments

Phase 1 Assessments:

- Nine Communities in final stages of Phase 1 preliminary assessment; expected to be complete by early 2015:
 - North of Superior: Manitouwadge, White River
 - North of Huron: Blind River, Elliot Lake, The North Shore, Spanish
 - Bruce County: Brockton, Huron-Kinloss, South Bruce
- One community in early stages of preliminary assessment:
 - Huron County: Central Huron
- These desktop assessments, along with engagement programs, seek to identify whether communities have strong potential to meet technical and social siting requirements. Those warranting further study are invited to advance to the second phase of study.

Phase 2 Assessments:

- In January 2014, the NWMO initiated Phase 2 assessments with the following four communities – each having been identified as having strong potential and warranting further study:
 - Hornepayne, Ontario
 - Ignace, Ontario
 - Schreiber, Ontario
 - Creighton, Saskatchewan
- To date Phase 2 assessments in these four communities have involved:
 - Working with the communities to plan and begin to undertake initial field studies.
- Engagement of First Nations and Métis communities in the area and surrounding municipalities is in progress.

Steps in the Siting Process – At a Glance

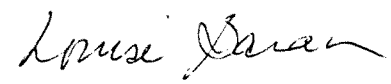
Getting Ready	The NWMO publishes the finalized siting process, having briefed provincial governments, the Government of Canada, national and provincial Aboriginal organizations, and regulatory agencies on the NWMO's activities. The NWMO will continue briefings throughout the siting process to ensure new information is made available and requirements which might emerge are addressed.
Step 1	The NWMO initiates the siting process with a broad program to provide information, answer questions and build awareness among Canadians about the project and siting process. Awareness-building activities will continue throughout the full duration of the siting process.
Step 2	Communities identify their interest in learning more, and the NWMO provides detailed briefing. An initial screening is conducted. At the request of the community, the NWMO will evaluate the potential suitability of the community against a list of initial screening criteria.
Step 3	For interested communities, a preliminary assessment of potential suitability is conducted. At the request of the community, the NWMO will conduct a feasibility study collaboratively with the community to determine whether a site has the potential to meet the detailed requirements for the project. Regional engagement will be initiated, and an initial review of transportation considerations will be conducted. Interested communities will be encouraged to inform surrounding communities, including potentially affected Aboriginal communities and governments, as early as possible to facilitate their involvement. Preliminary assessments are conducted in two phases: Phase 1: Desktop study and engagement; Phase 2: Field investigations and expanded engagement.
Step 4	For interested communities, potentially affected surrounding communities are engaged if they have not been already, and detailed site evaluations are completed. In this step, the NWMO will select one or more suitable sites from communities expressing formal interest for regional study and/or detailed multi-year site evaluations. The NWMO will work collaboratively with these communities to engage potentially affected surrounding communities, Aboriginal governments and the provincial government in a study of health, safety, environment, social, economic and cultural effects of the project at a broader regional level (Regional Study), including effects that may be associated with transportation. Involvement will continue throughout the siting process as decisions are made about how the project will be implemented. A centre of expertise will be launched in or near the community.
Step 5	Communities with confirmed suitable sites decide whether they are willing to accept the project and propose the terms and conditions on which they would have the project proceed.
Step 6	The NWMO and the community with the preferred site enter into a formal agreement to host the project. The NWMO selects the preferred site, and the NWMO and community ratify a formal agreement.
Step 7	Regulatory authorities review the safety of the project through an independent, formal and public process, and if all requirements are satisfied, give their approvals to proceed. The implementation of the deep geological repository will be regulated under the <i>Nuclear Safety and Control Act</i> and its associated regulations to protect the health, safety and security of Canadians and the environment, and to respect Canada's international commitments on the peaceful use of nuclear energy. Regulatory requirements will be observed throughout all previous steps in the siting process. The documentation produced through previous steps, as well as other documentation that will be required for a licence application, will be formally reviewed by regulatory authorities at this step through an Environmental Assessment, and if this assessment is successful, then licensing hearings related to site preparation (and possible construction) of facilities associated with the project. Various aspects of transportation of used nuclear fuel will also need to be approved by regulatory authorities.
Step 8	Construction and operation of an underground demonstration facility proceeds. The NWMO will develop the centre of expertise, launched in Step 4, to include and support the construction and operation of an underground demonstration facility designed to confirm the characteristics of the site before applying to regulatory authorities for an operating licence. Designed in collaboration with the community, it will become a hub for knowledge-sharing across Canada and internationally.
Step 9	Construction and operation of the facility. The NWMO begins construction of the deep geological repository and associated surface facilities. Operation will begin after an operating licence is obtained from regulatory authorities. The NWMO will continue to work in partnership with the host community in order to ensure the commitments to the community are addressed throughout the entire lifetime of the project.

September 18, 2014

To: Cecile Kerster

I am submitting this letter to you as an indication of my interest in retaining my position on the NWMO Manitowadge Community Liaison Committee.

Thank you

A handwritten signature in cursive script that reads "Louise Baran". The signature is written in black ink and is positioned above the printed name.

Louise Baran


October 9, 2014.

Dear Mrs Kerster,

I would like to have my name
put forward to be on the
NWMO committee for the next
term of Council

Raymond Lelièvre
Raymond Lelièvre

SEPT. 11, 2014

YES DAVE SCHLICKER 

I WISH TO CONTINUE ON THE C.L.C.
FOR THE N.W.M.O.

RECEIVED

OCT 02 2014

THE CORPORATION OF THE
TOWNSHIP OF MANITOUWADGE

September 29, 2014

Cecile Kerster,

At our last CLC meeting we discussed whether the current committee members intended to remain on the committee for the coming year. Please accept this letter as my request to continue sitting on the NWMO Community Liaison Committee for the coming year.

Regards,

A handwritten signature in black ink, appearing to read 'Tyler Baran', with a horizontal line extending to the right.

Tyler Baran

September 30, 2014

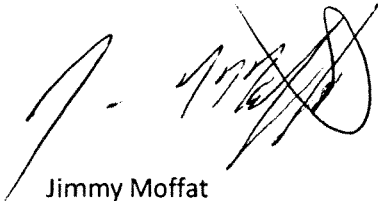
Manitouwadge CLC Committee

Manitouwadge ON

To whom it may concern,

Yes I would like to continuing being on the CLC Committee going forward for the next term.

Thank You

A handwritten signature in black ink, appearing to read 'Jimmy Moffat', with a large circular flourish at the end.

Jimmy Moffat

Cecile Kerster

From: Rick and Linda Thomson <ninnapoo@sympatico.ca>
Sent: November 13, 2014 9:29 PM
To: Kerster Cecile
Subject: Member of CLC committee

Further to our conversation tonight yes I wish to stay on as a member of the committee. Thanks

Rick Thomson

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

BY-LAW NO. 2013 - 12

Being a By-law to authorize the execution of the Terms of Reference for the newly formed "Nuclear Waste Community Liaison Committee".

WHEREAS pursuant to Section 9 of the *Municipal Act, 2001 S.O., c.25* states that a municipality has the capacity, right, power and privileges of a natural person for purpose of exercising its authority under this or any other Act;

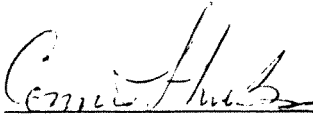
AND WHEREAS Section 10(2) of the *Municipal Act, 2001, c.25*, provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the economic, social and environmental well-being of the municipality.

AND WHEREAS Council wishes to authorize the execution of the Terms of Reference for the newly formed "Nuclear Waste Community Liaison Committee", which meets the requirements of the Nuclear Waste Management Organization's recommendations in preparation for the "Adaptive Phases Management and the Deep Geologic Repository Site Selection Process".

NOW THEREFORE the Council of the Corporation of the Township of Manitouwadge enacts as follows that:

1. Council hereby approves the attached Terms of Reference for the newly formed "Nuclear Waste Community Liaison Committee", in preparation for the "Adaptive Phases Management and the Deep Geologic Repository Site Selection Process", as required by the Nuclear Waste Management Organization.
2. This bylaw comes into force and takes effect on the date of its final passing.

READ A 1ST AND 2ND TIME this 11 day of September 2013 and **READ A THIRD TIME AND FINALLY ENACTED** this 11 day of September 2013.


Acting Mayor Connie Hunter


Cecile Kerster, Municipal Manager Clerk

TERMS OF REFERENCE – THE TOWNSHIP OF MANITOUWADGE NUCLEAR WASTE COMMUNITY LIAISON COMMITTEE

A DEFINITIONS

“Chairperson” – shall mean the person chairing any meeting of the Committee as selected by a majority of the Committee.

“Committee” – shall mean the Nuclear Waste Community Liaison Committee.

“Council” – shall mean the Mayor and Council of the Township of Manitowadge.

“Majority” – shall mean more than half of the Members present and voting on an issue. The count shall include only those present including the Chairperson of the meeting.

“Municipal Manager Clerk” – shall mean the Municipal Manager Clerk of the Township of Manitowadge.

“Municipality” - shall mean the Township of Manitowadge.

“NWMO” – shall mean the Nuclear Waste Management Organization.

“NWMO Community Liaison/Project Coordinator” – shall mean an employee of the Township of Manitowadge appointed to assist the Committee as they learn about the Adaptive Phases Management and the Deep Geologic Repository Site Selection Process.

“Quorum” – shall be the number equal to a majority of the members of the whole Committee.

“Residency” – shall mean a person who is the owner or tenant of land in the Municipality and resides in the Municipality in a permanent residence.

“Secretary” – shall be the NWMO Community Liaison-Project Coordinator for the Township of Manitowadge.

“Vice-Chairperson” – shall mean the person who has been selected to the position by a majority of the Committee and shall have all the powers of the Chairperson in the absence of the Chairperson.

“Voting Member” shall mean all members of the CLC who have voting privileges as set out in the attached Schedule A.

**TERMS OF REFERENCE - THE TOWNSHIP OF MANITOUWADGE
NUCLEAR WASTE COMMUNITY LIAISON COMMITTEE**

B. MANDATE

1. To engage, educate and listen to the community of Manitouwadge regarding the NWMO's Site Selection Process.
2. To gather technical and social research and information related to the NWMO's Site Selection Process.
3. To provide advice to the Council of the Municipality regarding the NWMO's Site Selection Process and Adaptive Phased Management.
4. In addition to items "B-1, 2, 3", as outlined above, the Committee Members will:
 - a) Be a positive catalyst for the community as it applies to learning more about the Deep Geological Repository in Manitouwadge.
 - b) Act as one body and speak as one body.
 - c) Liaise with NWMO representatives, members of the community, independent consultants and other advisors to obtain information which will assist in making recommendations for a clear and concise plan of action.
 - d) Interact with other associations and interest groups.
 - e) Identify, discuss and explore issues relating to the establishment of a long term nuclear waste storage facility and make recommendations to Council based on findings.
 - f) Facilitate learning for the community in an open-minded, unbiased manner while respecting the diverse views of others.

C. COMMITTEE STRUCTURE

- 1) The Nuclear Waste Community Liaison Committee shall consist of no more than seven (7) voting members.
- 2) The members of the Committee shall be comprised of no more than one (1) member of council and six (6) members who shall have residency in the Municipality of Manitouwadge.
- 3) The Mayor shall sit on the Committee as *ex-officio* without voting rights.
- 4) The Nuclear Waste Community Liaison Committee shall consist of representatives offering a diversified cross-section of the community as the Mayor and Council see fit.

**TERMS OF REFERENCE - THE TOWNSHIP OF MANITOUWADGE
NUCLEAR WASTE COMMUNITY LIAISON COMMITTEE**

- 5) The Chairperson and Vice-Chairperson of the Committee shall be appointed by the Committee at the first meeting.
- 6) The Secretary of the Committee will be an employee of the Township of Manitowadge and will attend all meetings as a non-voting staff resource.
- 7) The Committee Composition is outlined in the attached Schedule "A".
- 8) The Responsibilities and Reporting Relationships are outlined in the attached Schedule "B".

D. TERM

- 1) The term of office of the members of the Nuclear Waste Community Liaison Committee shall expire at the completion of the term of Council in an election year. Upon written request every member of the Committee shall be eligible for re-appointment to the Committee. Council has the right to not re-appoint without just cause and seek out new members.
- 2) If Council decides to exit the Nuclear Waste Management Organization's Site Selection Process, the term of office shall end immediately upon a Council Resolution directing the Corporation to end involvement in the Site Selection Process.

E. ADMINISTRATION

- 1) In carrying out the provisions of this By-law the Committee shall, at all times, be the agent of the Municipality and while acting *bona fide* within the limits of the authority of this By-Law, neither the Committee nor any member thereof, shall incur any liability by reason of anything done or left undone by the Committee; provided, however, that nothing in the paragraph contained shall authorize or empower the Committee to incur any debt, liability or obligation for which the Municipality shall become liable, without having previously obtained the consent of Council.
- 2) The Committee shall be responsible for advising Council on issues related to the NWMO's Site Selection Process as defined in the Mandate for the Committee.
- 3) The Committee shall hold Regular Meetings and Special Meetings from time to time as deemed necessary. Minutes shall be kept of all Meetings and forwarded to the Municipal Manager Clerk by the Committee Secretary once adopted.
- 4) Within fifteen (15) minutes after the hour appointed for a Meeting, and if the Chairperson does not attend, the Vice-Chairperson or designate shall call the members to order if a

**TERMS OF REFERENCE - THE TOWNSHIP OF MANITOUWADGE
NUCLEAR WASTE COMMUNITY LIAISON COMMITTEE**

quorum is present, and shall preside during the Meeting until the arrival of the Chairperson.

- 5) Where the Chairperson has advised the Municipal Manager Clerk that he/she will not be present at the Meeting, the designate shall be advised as soon as practicable.
- 6) A quorum of Members shall be required to conduct any Committee business.
- 7) If no quorum is present within the fifteen (15) minutes after the hour appointed for a Meeting, the Secretary shall record the names of those present and the Meeting shall stand adjourned until the next Meeting.
- 8) Council, on the recommendation of the Committee, may declare vacant the seat of any Committee Member missing three (3) consecutive Meetings without just cause.
- 9) The most current Procedural By-Law shall apply to Committee Meetings.
- 10) In the case of a disagreement between this By-law and the Procedural By-law, the Procedural By-Law shall govern.
- 11) A person who would like to appear as a Delegation or Presentation in a Meeting of the Committee must submit a copy of their Delegation Report/Presentation Report to the Municipal Manager Clerk by 12:00 p.m. (noon) one week prior to a Committee Meeting.
- 12) The subject matter of the Delegation/Presentation must be a matter within the Committee's area of responsibility as defined in Section B – Mandate.
- 13) No person other than the designated spokesperson may speak on the matter and not for more than ten (10) minutes, except that a delegation consisting of three (3) or more persons who are present at the meeting and wish to discuss the same issue may have more than one (1) speaker provided that the speaking time collectively does not exceed more than ten (10) minutes. Committee members may ask questions, or seek additional information from the delegate beyond the ten (10) minute total time limit at the discretion of the Committee.
- 14) Notwithstanding *Item 13*: Presentations such as consultants reports or deputations, which are made at the request of the Committee, are not considered to be the same as Delegations and are not subject to the time limit.
- 15) The Committee shall not make a decision in response to a Delegation/Presentation during the Delegation/Presentation. Members of the Committee may seek clarification from the presenter(s) but shall not enter into a debate on the subject matter.

**TERMS OF REFERENCE - THE TOWNSHIP OF MANITOUWADGE
NUCLEAR WASTE COMMUNITY LIAISON COMMITTEE**

- 16) A delegation appearing before the Committee shall not be placed on an Agenda to discuss the same subject matter within six (6) months of the last appearance by the same delegate or group.
- 17) The Municipal Manager Clerk shall have the discretionary authority to determine whether sufficient detail has been provided in preparation for the subject Delegation/Presentation and to request additional information as required from the presenter.
- 18) The Municipal Manager Clerk shall have the authority to determine the Meeting at which a Delegation/Presentation will be scheduled, having regard to time sensitive issues.
- 19) The Municipal Manager Clerk reserves the right to deny a Delegation/Presentation request where the subject matter includes content which falls within Section 239 of *The Municipal Act, 2001* or matters covered by *The Municipal Freedom of Information and Protection of Privacy Act*, as amended.
- 20) The Municipal Manager Clerk may refuse a delegation when the subject matter of the delegation is beyond the jurisdiction of the Committee.

E. PERSONNEL

- 1) The Committee will be provided with Municipal Staff resources for the purpose of preparing Committee Agendas and Minutes or for other requirements as approved by the Municipal Manager Clerk.
- 2) All staff providing assistance to the Committee shall report directly to the Municipal Manager Clerk.

F. FINANCIAL

- 1) All accounting shall be centralized in the Treasury Department and all purchasing, handling or revenue and the issuing of cheques will be done according to established Municipal Procedures.

G. REPORTING

- 1) The Committee shall be required to submit regular reports to Council on information that should be shared with Council or, on advice to Council on any matter within its mandate.
- 2) All reports shall be in the written format as established by the Municipality.

**TERMS OF REFERENCE - THE TOWNSHIP OF MANITOUWADGE
NUCLEAR WASTE COMMUNITY LIAISON COMMITTEE**

H. RECONSIDERATION

- 1) An issue shall not be brought back for reconsideration within six (6) months of the issue being originally determined, discussed, or raised.

I. ACCESS TO INFORMATION FOR COMMITTEE MEMBERS

- 1) Members of the Committee shall have access to information through the Municipal Manager Clerk in order to fulfill their mandate as a Member, provided he/she is not prohibited by statute from having such information.
- 2) Files and documents may not be removed from the care and control of the Municipal Manager Clerk and, under no circumstances, shall such material be removed from the Municipal Office, except as required by Statute.
- 3) In all cases, the *Municipal Freedom and Information and Protection of Privacy Act* (Provincial) and the *Personal Information Protection and Electronic Documents Act* (Federal) will govern.

SCHEDULE A

TERMS OF REFERENCE - THE TOWNSHIP OF MANITOUWADGE NUCLEAR WASTE COMMUNITY LIAISON COMMITTEE

ADAPTIVE PHASES MANAGEMENT COMMUNITY LIAISON COMMITTEE COMPOSITION

Committee Composition

Number of Representatives

Voting Members

Council Member

1

Resident Members

6

Non Voting Member/Staff Resource

Secretary – NWMO Community Liaison/Project Coordinator

1

Municipal Manager Clerk

1

Mayor *ex-officio*

1

SCHEDULE B

TERMS OF REFERENCE - THE TOWNSHIP OF MANITOUWADGE NUCLEAR WASTE COMMUNITY LIAISON COMMITTEE

RESPONSIBILITIES AND REPORTING RELATIONSHIPS

THE CHAIR

1. The Chair is the head of the Committee.
2. The Chair of the Nuclear Waste Community Liaison Committee in conjunction with the Municipal Manager Clerk shall be the primary liaison between Council and the Committee.
3. The Chair shall be responsible for maintaining decorum at meetings.
4. The Chair shall, in conjunction with the Municipal Manager Clerk and the Secretary, develop agendas for the regular meetings of the Committee.
5. The Chair shall strive to ensure that the Committee is fulfilling the Mandate of the Committee.

THE SECRETARY

1. The Secretary in conjunction with the Municipal Manager Clerk shall prepare the agenda and supporting materials for the committee meetings.
2. The Secretary shall record the time, place, and date of each meeting held by the Committee.
3. The Secretary shall remit to the Municipal Manager Clerk, in a timely manner, the minutes of each meeting in order that they may be placed on the Council agenda for review.
4. The Secretary shall record the decisions of the Committee.
5. The Secretary is the primary staff support person for the Committee.
6. The Secretary shall ensure notice of each meeting is provided.
7. The Secretary shall attend the committee meetings with non-voting privileges.

THE MEMBERS

1. Members shall report to the Secretary any issues that they feel should be addressed by the Committee, in order that the Secretary may place the item on the agenda for the Committee's consideration.
2. Members shall abide by the procedural decisions made by the chair.
3. Members shall conduct themselves at meetings in a mannerly fashion.
4. Members should report to the Chair and/or Secretary their concerns or issues.

THE MUNICIPAL MANAGER CLERK

1. The Municipal Manager Clerk is the administrative head of the Municipality and as such all staff, part-time, full-time, contract, or otherwise fall under this position.
2. The Municipal Manager Clerk in conjunction with the Chair of the Nuclear Waste Community Liaison Committee shall be the primary liaison between Council and the Committee with non-voting privileges.
3. The Municipal Manager Clerk may request the Treasurer/Deputy Clerk to attend committee meetings at any time. The Treasurer/Deputy Clerk will attend with non-voting privileges.

THE MAYOR

1. The Mayor is the executive head of the Municipality and as such is a member of all Committees by virtue of the office, without voting privileges

MANITOUWADGE MUNICIPAL HOUSING CORPORATION

PO Box 147
Manitouwadge, Ontario P0T 2C0
Ph. # (807) 826-3227 Ext: 242 Fax # (807) 826-1432

AGENDA			
Item No.	D9 08		
Meeting Date:	10 / 12 / 14		
	D	M	Y

May 30th, 2014

Township of Manitouwadge
1 Mississuaga Drive
Manitouwadge, ON
P0T 2C0

Attn: Mayor MacEachern and Councilors

Dear Sir/Madam

**Re: Manitouwadge Municipal Housing Corporation
Board of Directors for 2013-2014**

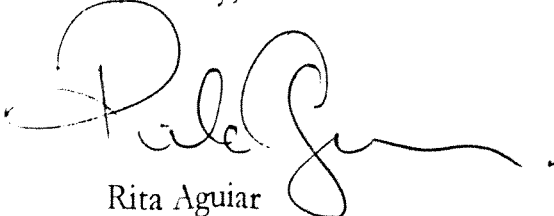
Please find enclosed the names of the members of the Board of Directors for the Manitouwadge Municipal Housing Corporation for the 2013-2014 term.

Kristine Costigan	Chairperson
Lisa Jomphe	Vice-Chairperson
Helen Williams	Secretary
Jen Curtis	Director
John MacEachern	Director
Donna Jaunzarins	Director
Sheldon Plummer	Director

The above names are being submitted to the Shareholder for approval at the Annual Shareholder's Meeting Scheduled for June 26th, 2014.

If you require additional information or if you have any questions please give me a call at 826-3227 Ext: 242.

Sincerely,



Rita Aguiar
Property Manager

*Manitouwadge Municipal Housing
Corporation*

ANNUAL REPORT 2013

P.O. Box 147
Manitouwadge, ON
P0T 2C0

Prepared by: K. Costigan, Chairperson
R. Aguiar, Property Manager

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MARKET RENT ANALYSIS
BROCHURE
FINANCIAL INFORMATION

1. GENERAL INFORMATION

NON-PROFIT HOUSING: An Introduction

Non-profit housing provides affordable rental housing without profit. The revenue foundation for non-profit housing is the rent paid by tenants – with subsidies from various government programs, as well as community and charitable contributions, covering the gap between rents and actual costs. It provides decent, affordable rental housing for people whose income, age, social or health needs prevent them from finding adequate housing in the private rental market. And it stays affordable forever.

DEMOGRAPHICS OF SOCIAL HOUSING

Social Housing has a long history in the Province of Ontario and is an essential part of the fabric of our communities today. The people non-profit housing presently accommodates include:

- Seniors: 40% of non-profit housing providers are dedicated to providing a place for seniors to stay in their home communities. They make up 20% of all non-profit housing units.
- Low-income families: 60% of non-profit units are populated by families; many are rent geared to their income.
- People with Special Needs: a third of non-profit housing gives the disabled a place to live independently. Non-profits in concert with social service agencies, also house those who require special support, the chronically homeless and frail elderly, thereby avoiding the need for institutional care.

BUILDING TYPES

Non-profit housing ranges from hostels to high-rises to townhouses, all to meet the diverse needs of the tenants.

Most non-profit housing was built after 1985, so buildings are generally newer and in better condition than public housing, which was built earlier. In the financing of non-profit housing, some provisions have been made for capital reserves for long-term maintenance. It is estimated that the reserves cover approximately 60% of what is needed over the long term.

SERVICE PROVIDERS

Non-Profit Housing is rental housing that comes in three different types:

1. Private Non-Profit Housing is owned and managed by independent, community-based non-profits, such as church groups, service clubs, ethnic organizations, etc. They house seniors, families and special needs tenants of mixed income. Approximately 80% of non-profit housing residents pay rent geared to their income (what is known as Rent Geared-to-Income, or RGI). The remaining 20% pay market rent.
2. Municipal Non-Profit Housing is owned and operated by over 100 different municipalities across Ontario, housing families and seniors. Approximately 80% of Municipal Non-Profit tenants pay rent geared to their income and the remaining 20% pay market rent.
3. Local Housing Corporations are non-profits owned and operated by the 47 "Service Managers" that government established to be responsible for housing, social welfare and ambulance services. This is the publicly-owned, formerly provincial housing stock that was often referred to as "public housing". All residents pay rent geared to their income.

Most non-profit housing is small in scale, with 75% of non-profit corporations under 100 units. This has ensured that non-profits are integrated into local communities, unlike some of the large scale, urban public housing projects of the past.

Many small housing providers are dedicated to specific client groups such as seniors or tenants with special needs. Large providers tend to house a variety of tenants including seniors, families and special needs groups.

FUNDING

Social housing providers operate on a breakeven basis. Social housing is operated with government assistance. The government provides two kinds of subsidies: a Rent subsidy and a Mortgage subsidy.

On the expense side, mortgage costs, utilities and property taxes total 87% of costs. These represent operating expenses over which the provider has relatively little control. Management and maintenance costs make up 13%. These are manageable costs for providers.

For governments assisting social housing, the most significant cost is the mortgage subsidy. This is an expense that fluctuates according to mortgage interest rates. The rent-geared-to-income subsidy is also a variable cost that changes with tenants' incomes, particularly in times of recession. Capital replacements costs will vary with time. For this reason, it is important that capital reserves are adequately funded.

ADMINISTRATION

The administration of all of the Social Housing Portfolio in Ontario is the responsibility of the office of the District Social Services Administration Board. The Manitowadge Municipal Housing Corporation is under the Thunder Bay District Social Services Administration Board.

VOLUNTEERS

Volunteers from the community contribute thousands of hours each year to social housing boards and community development activities. Without the dedication and hard work of these individuals, Social Housing, would not be the success that it is.

MARKET RENTS

Manitouwadge Municipal Housing Corp. Market Rents are as follows:

1 bedroom single unit	-	\$449.00	1 bedroom senior's unit	-	\$597.00
2 bedroom family unit	-	\$505.00	2 bedroom senior's unit	-	\$649.00
3 bedroom family unit	-	\$574.00			

The rent in the family units does not include the utilities; the tenant must pay for these separately. In the seniors apartment complex the utilities are included in the rent.

Note:

Ideally the market rents for social housing should not lead the market in a community. They should be comparable to the rents in the private sector.

BUILDING CONDITION

All Non-profits are committed to high quality housing management and typically exceed local standards for maintenance, cleanliness and groundskeeping. The modest rents in non-profit housing ensure people of all incomes can enjoy good housing.

BENEFITS OF NON-PROFIT HOUSING

Non-profit housing is affordable forever. As long as tenants abide by their lease, they can have the permanent home they need to raise their children, or to get their own lives in order.

Non-profit housing is designed to house people who have not been served well by other forms of housing. The Modified Chronological Resident Selection System (MCRSS), that became effective Jan. 1st, 1998, allows that a minimum of 50% of the units in a project are to be occupied by RGI households, a minimum of 35% of the units in a portfolio are to be occupied by households in Highest Need.

Note: "Highest Need" is defined as households who would spend 50% or more of their income to pay the market rent/occupancy charge of the unit in which they live (if they are currently living in the project) or for which they have applied.

A minimum of 20% of the units in a portfolio are to be occupied by households who pay market rent/occupancy charge unless the Ministry has provided written approval for fewer market units.

At least 10% of the total units in a portfolio are to be occupied by youths, newcomers to the country, and/or persons who are homeless.

Note: Some households may satisfy more than one category. Therefore, they can be counted in each category that applies to the household, e.g. a high need household is RGI and may also be homeless.

Also, non-profit housing has allowed senior's, unable to maintain their own homes, an opportunity to remain in their communities.

ONPHA (Ontario Non-Profit Housing Association)

The Manitowadge Municipal Housing Corporation has been a member of the Ontario Non-Profit Housing Association (ONPHA) since 1989. ONPHA ensures that the voices of all non-profits reach the decision-makers and they get the news back to the members through the Quick Connections Newsletter, Urgent faxes, Regional Meetings and online at www.onpha.on.ca.

2. OVERVIEW

MANDATE

The Manitouwadge Municipal Housing Corporation was incorporated on August 8th, 1986.

The mandate of the Corporation is to provide safe, decent, affordable housing for the people of Manitouwadge.

Non-Profit housing is the community's response to people with low incomes who need a place to live. Non-profit housing provides safe, decent, affordable rental housing for people whose income, age, social or health needs prevent them from finding adequate housing in the private sector.

BOARD OF DIRECTORS

The Corporation is run by a seven member Board of Directors, composed of volunteers from the general community and a council member or members that are appointed to a maximum of three.

Board Members for 2012/2013:

Lise Lafreneiere	Chairperson
Kristine Costigan	Vice Chairperson
Helen Williams	Secretary
Lisa Jomphe	Director
Natalie Labbee	Director
Sheldon Plummer	Director
Connie Hunter	Director

Board Members for 2013/2014:

Kristine Costigan	Chairperson
Lisa Jomphe	Vice Chairperson
Helen Williams	Secretary
Sheldon Plummer	Director
Donna Jaunzarins	Director
John MacEachern	Director
Jen Curtis	Director

RENTAL PORTFOLIO

The Corporation manages a rental portfolio of 76 units located on Moose Drive, Otter Avenue, Graham Drive, Ohsweken Road and Huron Walk in the Township of Manitouwadge.

Phase I - includes a 14 unit Senior's Complex and 18 duplex family units

Lakeview Terrace Senior's Apartment Complex, is located at 84 Huron Walk, within a short walking distance to the post office, hospital, restaurants, shopping, etc
The family units are located at various addresses on Moose Drive and Otter Avenue, a short walk to the downtown area.

Phase II - includes 12 duplex family units

These family units are located at various addresses on Moose Drive and Otter Avenue, a short walk to the downtown area.

Phase III - includes 20 rowhouse family and single units

These units are located at 64 to 72 Graham Drive at the entrance to the township, close to the High School.

Phase IV - includes 12 rowhouse family and single units

These units are located at 17 - 19 Ohsweken Road, close to the Public School, the Separate School, the churches and the downtown area.

SHAREHOLDER

The Township of Manitouwadge is the one and only shareholder of the Corporation.

EMPLOYEES

In order to efficiently manage the day-to-day operations, a Property Manager and a Maintenance Person are employed as full time employees of the Corporation.

Summer employment for a student has been made available in the past with the help of a subsidy for wages from the Human Resources Development Corporation under the Career Placements Program. By utilizing this program we are able to hire a Secondary School student for thirty hours per week for six weeks, both the student and the Non-Profit benefits from this program. Our application was denied for the summer of 2013. We continue to apply every year and we are awaiting the decision for 2014.

RENT CATEGORIES

Rental units are allocated in three categories according to Ministry of Municipal Affairs & Housing guidelines. These categories include Highest Need, Rent Geared-to-Income or RGI as it is more commonly known, and Market Rent.

The categories are based on income. For example the income cutoff for Market Rent for a one bedroom apartment is \$17,400, anyone with an income lower than this is RGI and anyone with income over this amount will pay market rent.

In the RGI category, the lower the income the lower the rent, RGI rents are based on 30% of the gross income of all persons residing in the unit except for full time students. Anyone who would have to pay 50% or more of their gross income for Market Rent in the apartment they occupy is considered Highest Need.

The minimum rent that can be charged for a unit is \$85.00. Tenants are responsible for the heat and hydro with the exception of the Seniors Complex, which is all inclusive.

APPLICATION PROCESS

The Service Manager (DSSAB) maintains the Central Waiting List for RGI applicants. The Housing Providers continue to maintain the waiting lists for the Market Rent and Modified units.

The Service Manager has developed and provided the service providers with applications. When a person wishes to apply for RGI housing they can pick up an application from the housing office in the municipal building. They then must fill out the application, provide the required documentation and forward it to the Central Housing Registry for processing. Once the application has been received and the applicant has been determined to be eligible for RGI assistance they will be placed on the waiting list for a unit in Manitouwadge.

We are able to check our waiting list on a daily basis, by accessing online the Yardi Program that is maintained by the Central Housing Registry. The applicant will then be contacted and offered an apartment. Once the applicant has accepted the apartment we access the program and offer/house the applicant, this removes them from our waiting list and any other list that they may be on.

At this point in time there is a waiting list for Manitouwadge with a majority being for a single unit and the Seniors Complex.

VACANCY RATE

The vacancy rate for the Manitowadge Municipal Housing Corporation for 2013 was 7% the same as 2012. Below is a brief history of the vacancy rate for the previous years.

<u>Year</u>	<u>Vacancy Rate</u>	<u>Year</u>	<u>Vacancy Rate</u>
2011	15%	2008	34%
2010	12%	2007	37%
2009	21%	2006	36%

The vacancy rate in Thunder Bay for 2013 was 2.6% up from 1.1% in 2012, as reported by the Canada Mortgage & Housing Corporation, Thunder Bay Regional Office. The vacancy rate in 2011 was 1.7%, in 2010 it was 2.2%, in 2009 it was 2.3%, in 2008 it was 2.2%, in 2007 it was 3.8% and in 2006 it was 4.9%.

The vacancy rate for 2013 was the same from the previous year and at year end there were 6 vacant units, which consisted of 4 Market and 2 RGI/HN.

3. PROJECT INFORMATION

Phase	# of units	# of bedrooms	size of units
Phase I, Family	6 units	2 bedrooms	1488 sq. ft.
Phase I, Family	12 units	3 bedrooms	1638 sq. ft.
Phase I, Seniors	12 units	1 bedroom	572 sq. ft.
Phase I, Seniors	2 units	2 bedrooms	792 sq. ft.
Phase II, Family	7 units	2 bedrooms	1260 sq. ft.
Phase II, Family	5 units	3 bedrooms	1440 sq. ft.
Phase III, Single	10 units	1 bedroom	805 sq. ft.
Phase III, Family	6 units	2 bedrooms	1200 sq. ft.
Phase III, Family	4 units	3 bedrooms	1300 sq. ft.
Phase IV, Single	4 units	1 bedroom	750 sq. ft.
Phase IV, Family	8 units	2 bedrooms	1050 sq. ft.

LAKEVIEW TERRACE, SENIOR'S APARTMENT COMPLEX

The following is included in the rent:

fridge stove heat hydro laundry facilities parking
garbage removal use of the Common Room

This building also has:

security system fire alarm system Air Exchange System (HRV unit)
elevator automatic door opener system (installed in 2002)

FAMILY UNITS

The following is included in the rent:

fridge stove HRV unit

The tenants are responsible for the following:

Utilities (heat, hydro, hot water tank rental, water & sewage service) lawn care
snow removal

Note: Eighteen of these units have forced air electric furnaces and the remainders have baseboard heat.

4. TARGETING PLAN

MARKET RENT TARGET

Our original target was for 26% of the units to be rented at Market Rent.

We were given a temporary Market Rent Target reduction from 26% to 19%. This reduction has been put in place to allow the Corporation to conduct a Market Rent Analysis. The Board received funding in the amount of \$17,500.00 from the Thunder Bay District Social Services Board and the report was completed in June of 2013. It has been provided to TBDSSAB and we are awaiting a determination. (*Appendix A*)

At year end December 31, 2013 we had 11 units rented at Market Rent (14%) this is lower than reported in 2012, but unfortunately we are still maintaining below our target.

5. MAINTENANCE

PREVENTATIVE MAINTENANCE PROGRAM

The Maintenance Person is responsible for maintenance and the janitorial duties at the Lakeview Terrace Seniors Apartment Complex, and general maintenance of the Family Units. He is also responsible for both the planning and implementation of a sound Preventative Maintenance Program.

We see the benefits of this Preventative Maintenance Program on a regular basis, with less major problems, such as furnace or HRV unit breakdowns, plumbing problems, etc.

The Maintenance Person ensures that all work orders are addressed in a timely manner, keeping in mind that any safety or health concerns are dealt with immediately.

We continue to keep a high profile with the tenants, encouraging them to take pride in their homes and to notify us immediately of any concerns regarding maintenance.

MOVE-OUTS IN 2013

There were 16 move outs during 2013, down from 2012. With each move-out, the unit must be made ready for the next tenant, and there is always some maintenance required. This maintenance can vary depending on the tenant, from patching small holes in the drywall where pictures were hung to replacing the carpeting and painting the entire apartment.

TENANT INVOLVEMENT

The tenants are encouraged to become involved in doing minor repairs to their own units. This includes, but is not limited to, painting the units. Since the budget for cyclical painting has been eliminated the Corporation has been encouraging the tenants to paint the units themselves as required. The paint and materials are provided to the tenant, any repairs to the drywall that are required, are done by the maintenance department. This seems to be working well and both the Corporation and the tenant benefit.

REPLACEMENT RESERVE

Minor capital reserve funding is based on approximately twenty percent of the projected total capital expenditures required. The DSSAB continues to contribute to the Reserve Fund for minor capital replacement according to a formula that includes building type, regional location and age of buildings to determine the need for cyclical items.

6. 2013 IN REVIEW

RESIDENT INVOLVEMENT COMMITTEE

The Board of Directors and Staff continues to support the Resident Involvement Committee that has been established by the residents of Lakeview Terrace.

The activities organized by the Committee enhance the quality of life at the Complex by encouraging the residents to participate in crafts, gardening, social gatherings, etc.

The Committee has established a "Phone a Friend"; everyone involved has a number of people to contact every morning by phone. If no one answers the phone, they contact the Property Manager and the apartment is checked. This has proven beneficial for several residents who had fallen or were too sick to answer the phone. This program is very important for persons living alone.

20th ANNUAL DINNER

The 20th Annual Pot Luck Dinner for the residents of Lakeview Terrace, Senior's Complex hosted by the board and staff of the Corporation was not held. This dinner is being reevaluated by the Board.

SUMMER STUDENT EMPLOYMENT

In 2013 we applied to Human Resources Skills Development Canada, under the Summer Career Placements 2013 Program, for funding to hire a student to assist the Maintenance Person during the summer. Our application was not successful therefore a Summer Student was not hired.

BEST DEALS PROGRAM

This program, coordinated by the Ontario Non-Profit Housing Association (ONPHA), uses the buying power of all of its members to negotiate the best possible deal for various items such as, appliances, plumbing supplies, paint, elevator maintenance, office supplies, etc.

During 2013, we utilized several of the members of the program to purchase plumbing supplies, office supplies, appliances, etc. We continue to realize considerable cost savings by using this program.

FIRE SAFETY

In order to ensure that the residents remain aware of the importance of fire safety the Fire Drills and Information Sessions on fire safety are ongoing at Lakeview Terrace.

A Fire Drill is held every year and an Information Session is held also once a year. For the Information Session the Manitouwadge Fire Department is invited to do a presentation on fire safety for the residents and to review the Evacuation Plan for the building.

The Fire Department members have been an invaluable part of the education of the residents regarding fire safety in the home and have encouraged us to continue the practice of holding Fire Drills and Information Sessions. We appreciate the fine work they do and their availability to respond to emergency situations in Manitouwadge.

WORKPLACE HEALTH & SAFETY

Formulated and implemented a Workplace Health & Safety Policy per the *Occupational Health & Safety Act, R.S.O. 1990 (OHSA)* Setup Monthly Workplace and / or Area Inspection Reports.

OPERATIONAL REVIEW

An Operational Review of the Manitouwadge Municipal Housing Corporation was conducted in 2010 by the staff of the District of Thunder Bay Social Services Department (DTBSSD). The purpose of this review was to measure the performance of our non-profit corporation against key requirements as outlined by the *Social Housing Reform Act, 2000* and management practices. The Review went well and there were a few directions and recommendations for action that was required. This is in the process of being completed. The next Operational Review of the Manitouwadge Municipal Housing Corporation is scheduled for 2015.

BUILDING CONDITION ASSESSMENT

We are continuing to implement the recommendations of the Capital Reserve Fund Study and Building Condition Assessment Plan. We replaced seven fridges in 2013 and three stoves. Phase III also received new front entrance doors and windows.

PLANS FOR 2014

CONTINUED SUPPORT

The Corporation will continue to support the efforts of the Resident Involvement Committee and the residents of Lakeview Terrace, Senior's Complex.

21st ANNUAL DINNER

The 21st Annual Pot Luck Dinner for the residents of Lakeview Terrace, Senior's Complex that is normally hosted by the board members and staff of the Corporation is being reevaluated and is still temporarily on hold for 2014.

MARKETING PLAN

The Property Manager continues to market our units aggressively in order to maintain as low a vacancy rate as possible.

Also, the Corporation has a brochure, providing information on all of the units. It is available from the information stand in the municipal building. We have also given copies of this brochure to the Economic Development Corp. and they have agreed to include it in all packages that they send out to interested individuals who request information about Manitouwadge. (*Appendix B*)

MAINTENANCE

The maintenance of the units remains a priority to the Board of Directors.

As the buildings and appliances age the cost of maintenance increases accordingly, to date, we have managed to remain within budget and keep our units in good condition.

The Maintenance Department will continue to address any and all work orders on a timely basis and will follow the Preventative Maintenance Program to identify problem areas and to resolve these before they become a major problem. The Building Condition Assessment Report will become an invaluable tool in order to achieve our goals.

TENDERS

To date the Board has not advertised any tenders for 2014. The Board has updated the elevator at the Senior's Complex and will be looking into tendering the replacement of flooring, patio doors and windows in Phase I & II.

INVESTMENTS

We continue to invest our Capital Reserve Funds as directed by the Ministry of Municipal Affairs & Housing.

The Social Housing Services Corporation, (SHSC), has been set up by the Province. One of their responsibilities will be to manage the pooling of the Reserve Fund. This became effective in February 2003.

All of the Reserve Funds for social housing from across the Province have been pooled. This should provide housing providers an opportunity to realize a far greater return on their investments. Under this pooling each non-profit will have access to their reserve funds and the interest earned will be added to the principle of each provider.

The investment firm of Phillips, Hager & North has been selected by the SHSC to set up the Investment Program.

BOARD COMMITMENT

As always the Board is committed to monitoring all expenditures for the current year, to make cost efficient decisions and to reduce expenses wherever possible, in all areas.

Also, the Board will continue its commitment to the original mandate, which is "to provide safe, decent, affordable housing for the people of Manitouwadge" and to ensure each and every one of our tenants have security of tenure.

FINANCIAL INFORMATION

The Audited Financial Statements, for the Corporation, for the fiscal year ended December 31st, 2013 and the Auditor's Report are enclosed. (*Appendix C*)

Appendix A

MARKET RENT ANALYSIS

Outlining the following:

- a) Rental Housing Maintained by MMHC

Appendix B

BROCHURE

Outlining the following:

- b) properties to rent
- c) services included in the rent
- d) tenant responsibilities
- e) a map showing location of units in the township

Appendix C

FINANCIAL INFORMATION

Manitouwadge Municipal Housing Corporation

- a) Auditor's Report
- b) Financial Statements to December 31st, 2013

Audited by Grant Thornton

2015 REGULAR COUNCIL MEETING SCHEDULE

AGENDA
Item No: <u>04.09</u>
Meeting Date: <u>15 / 12 / 14</u>
D M Y

January	14	Regular Meeting
January	28	Regular Meeting
February	11	Regular Meeting
February	25	Regular Meeting
March	11	Regular Meeting
March	25	Regular Meeting
April	8	Regular Meeting
April	22	Regular Meeting
May	13	Regular Meeting
May	27	Regular Meeting
June	10	Regular Meeting
June	24	Regular Meeting
July	8	Regular Meeting
August	12	Regular Meeting
September	9	Regular Meeting
September	23	Regular Meeting
October	14	Regular Meeting
October	28	Regular Meeting
November	11	Regular Meeting
November	25	Regular Meeting
December	9	Regular Meeting

Acting Mayors Schedule 2015:

Councillor Edward Dunnill
 Councillor Raymond Lelievre
 Councillor Sheldon Plummer
 Councillor Peter Ruel

December 2014-January-February
 March-April-May
 June-July-August
 September-October-November-December

AGENDA	
Item No.	179
Meeting Date:	12/3/14

Township of Manitowadge Administration Report

Date: December 3, 2014

No. ADM 2014-07

Submitted to: Mayor & Council

Issue: Award the Cleaning Contract 2014-A for the Municipal Building and Firehall. The contract would start January 1, 2015 to December 31, 2016. Please find attached the Cleaning Tender Specifications.

Background: Letters of invitation were sent on October 23, 2014 to the following:

- Corazon Roszel/Owner of Clean Sweep
- Edney Cabral Owner of E. Cabral

Discussion: We received two (2) bids for the Cleaning Contract 2014-A. The envelopes for the Cleaning Contract were opened on November 21, 2014 at 11:00 A.M.

The bids which we received were from Clean Sweep and E. Cabral. Please see attached record of tender opening.

Financial Implications: Under the current Cleaning Contract 2012-A awarded to Clean Sweep, we pay \$16,950.00 per annum including taxes. The contract which was awarded in December 2012 for a two (2) year contract effective January 2, 2013 to December 31, 2014.

The bids submitted for the Cleaning Contract 2014-A are as follows:

Clean Sweep	- Total cost \$16,950.00 (incl. taxes)
E. Cabral	- Total Cost \$48,002.40 (incl. taxes)

Options: These are the options available:

- A) Accept the bid from Clean Sweep in the amount of 16,950.00 (incl. taxes) per annum effective January 1, 2015 to December 31, 2016.
- B) Accept the bid from E. Cabral in the amount of \$48,002.40 (incl. taxes) per annum effective January 1, 2015 to December 31, 2016.

Recommendation: Administration is recommending Option A.

Respectfully submitted by:


Cecile Kerster, Municipal Manager Clerk

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

MANITOUWADGE MUNICIPAL BUILDING & FIREHALL CLEANING TENDER SPECIFICATIONS

CONTRACT 2014-A

(based on a five day week - Monday to Friday)

AREA "A" - FIREHALL

1. LOCKER ROOM, SHOWERS, WASHROOMS:

Once a Week: Thoroughly clean with germicidal cleaner all washroom fixtures.
Check and refill dispensers from stock.
Empty and clean all waste receptacles.

Tri-Weekly: Sweep floors using a dust control system of treated dust-mops.
Damp mop floors or as required.

Monthly: Wash and rinse and/or scrub lightly all floors.
Damp wipe walls and baseboards.
Wipe tops of lockers.
Wipe down bathroom partitions.

2. VESTIBULE AND STAIRS:

Daily: Vacuum entrance mats and/or damp mop floors.
Sweep floors using a dust control system of treated dust-mops.

In Winter: Damp mop entrance and wipe salt spots from floors.

Tri-Weekly: Clean and polish glass doors & entrances.
Damp mop floors.

Monthly: Wash and rinse stairwells.
Wipe baseboards.
Vacuum under vestibule grate (summer).
Wipe tops of lockers.

3. OFFICE, DISPATCH OFFICE, S.C.B.A. SERVICE ROOM, TRAINING ROOM AND HALLWAY:

Tri-Weekly: Empty waste receptacles in Dispatch Office, Training room, S.C.B.A. room
and remove waste to dumpster at rear of building.
Vacuum all carpets thoroughly.
Dust horizontal surfaces of furniture and business equipment within normal
reach (i.e. desk tops, tables/chairs, shelving, filing cabinets, telephones,
etc.)
Damp mop floor in S.C.B.A. room.

Weekly: Wipe radiators, window ledges and chairs.
Remove any fingerprints from doors and painted small surfaces.

Monthly: Wipe baseboards.
Remove any spots or stains from carpets.
Clean all ledges and surfaces beyond normal reach.
Recoat C.B.A. room floor as required.

Twice-Yearly: Steam clean carpets.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE
MANITOUWADGE MUNICIPAL **TENDER CONTRACT 2014-A**
BUILDING and FIREHALL

AREA "B" - MUNICIPAL OFFICE, MAIN FLOOR

4. COUNCIL CHAMBERS:

- Daily:** Vacuum all carpets thoroughly.
Clean or dust tables.
- Weekly:** Remove finger prints from doors & walls.
Remove any spots or marks from upholstery & carpet.
- Monthly:** Wipe baseboards.
Dust horizontal surfaces of furniture, (i.e. chairs, radiators, window ledges, etc.)
Vacuum all fabric furniture thoroughly.

5. FOYER, VESTIBULES, CORRIDORS & STAIRWELLS:

- Daily:** Sweep floors using a dust control system of treated dust-mops.
Vacuum entrance mats.
Vacuum corridor mats.
Damp mop floors.
- In Winter:** Wipe salt spots from floors.
- Tri-Weekly:** Clean and polish glass doors.
Wipe or dust horizontal surfaces of furniture, (i.e. counter tops, benches, tables, etc.)
- Weekly:** Wipe window ledges, railing, finger prints off doors and/or painted surfaces.
- Monthly:** Wash and rinse stairwells; re-coat as required.
Wipe baseboards.
Vacuum under vestibule grates.
- Twice Yearly:** Strip floors and re-finish with two or more coats of non-slip finish (where applicable).

6. PUBLIC WASHROOMS:

- Daily:** Sweep floors using a dust control system of treated dust-mops.
Clean all fixtures thoroughly using a germicidal cleaner.
Empty and clean all waste receptacles.
Check and refill all dispensers from stock.
- Tri-Weekly:** Damp mop floors.
- Monthly:** Wash and rinse and/or scrub lightly all floors.
Damp wipe walls and partitions.
Wipe baseboards.

7. GENERAL OFFICE AREA:

- Daily:** Empty all waste receptacles and remove waste to dumpster at rear of building.
Vacuum all carpets thoroughly.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

MANITOUWADGE MUNICIPAL
BUILDING and FIREHALL

TENDER CONTRACT 2014-A

Tri-Weekly: Dust horizontal surfaces of furniture/equipment within normal reach.

Monthly: Wipe all baseboards.
Damp wipe all ledges and surfaces beyond the normal reach.
Wipe down chairs, radiators, window ledges, etc.
Remove finger marks from doors and painted surfaces.
Remove any spots or marks on carpets.

8. PRIVATE OFFICES:

Daily: Empty all waste receptacles and remove waste to a dumpster at rear of building.
Vacuum all carpets thoroughly.

Tri-Weekly: Dust horizontal surfaces of furniture/equipment within normal reach.

Monthly: Wipe down chairs, radiators, window ledges, etc.
Remove finger marks from doors and painted surfaces.
Remove any spots or marks on carpets.
Wipe all baseboards.
Damp wipe all ledges and surfaces beyond the normal reach.

9. STAFF WASHROOMS:

Daily: Sweep floors using dust control system of treated dust-mops.
Empty and clean all waste receptacles.
Clean all fixtures thoroughly with germicidal cleaner and polish.
Check dispensers and refill from stock.

Tri-Weekly: Damp mop floors.

Monthly: Damp wipe walls and partitions.
Wash and rinse and/or scrub lightly all floors.
Wipe baseboards.

AREA "C" - MUNICIPAL OFFICE, UPSTAIRS

10. FOYER AREA:

Daily: Sweep floors using a dust control system of treated dust-mops.
Damp mop floors.

Weekly: Wipe down window ledges and railing.
Remove finger marks from doors, windows and painted surfaces.
Wipe or dust horizontal surfaces of furniture/equipment (within normal reach).

Monthly: Clean and polish window over main entrance.
Wash and rinse and/or scrub lightly floors as required.
Wipe baseboards.

11. GENERAL OFFICE AREA:

Daily: Empty all waste receptacles and remove waste to dumpster at rear of building.
Vacuum all carpets thoroughly.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE
MANITOUWADGE MUNICIPAL BUILDING and FIREHALL **TENDER CONTRACT 2014-A**

Tri-Weekly: Dust horizontal surfaces of furniture/equipment within normal reach.

Monthly: Wipe all baseboards.
Damp wipe all ledges and surfaces beyond the normal reach.
Wipe down chairs, radiators, window ledges, etc.
Remove finger marks from doors and painted surfaces.
Remove any spots or marks on carpets.

12. PRIVATE OFFICES, MEETING ROOM AND COMPUTER ROOM

Daily: Empty all waste receptacles and remove waste to dumpster at rear of building.
Vacuum all carpets thoroughly.

Tri-Weekly: Dust horizontal surfaces of furniture/equipment within normal reach.

Monthly: Wipe down chairs, radiators, window ledges, etc.
Remove finger marks from doors and painted surfaces.
Remove any spots or marks on carpets.
Wipe all baseboards.
Damp wipe all ledges and surfaces beyond the normal reach.

13. STAFF WASHROOMS:

Daily: Sweep floors using dust control system of treated dust-mops.
Empty and clean all waste receptacles.
Clean all fixtures thoroughly with germicidal cleaner and polish.
Check dispensers and refill from stock.

Tri-Weekly: Damp mop floors.

Monthly: Damp wipe walls and partitions.
Wash and rinse and/or scrub lightly all floors.
Wipe baseboards.

14. STAFF LUNCH ROOM:

Daily: Sweep floors using a dust control system of treated dust-mops.
Clean any coffee spots on floors.
Empty and clean all waste receptacles.
Damp mop floors.

Tri-Weekly: Dust or wipe horizontal surfaces of furniture/equipment within normal reach,
(i.e. counter and table tops).

Weekly: Wash and rinse floors.
Buff or wax with one coat non-slip finish, as required.
Wipe down chairs, window ledges and radiators.
Remove finger prints from doors and painted surfaces.

Twice Yearly: Strip floors and refinish with one coat of non-slip finish.

Yearly: Wipe baseboards as required.

15. WINDOWS: Twice annually, spring and fall, all windows in the building are to be cleaned and polished, inside.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

MANITOUWADGE MUNICIPAL BUILDING and FIREHALL **TENDER CONTRACT 2014-A**

NOTES:

WHEN ALL FLOORS ARE IN THE PROCESS OF BEING WASHED OR WAXED OR IF THE FLOORS ARE STILL WET, SIGNS ARE TO BE POSTED BY THE CLEANING PERSON STATING:

"CAUTION- FLOORS ARE SLIPPERY"

PORCELAIN FLOOR TILES IN FOYERS, WASHROOMS, VESTIBULES AND FRONT FEATURE STAIRCASE SHOULD BE MAINTAINED USING NO DETERGENTS OR WAXES. *WASH WITH HOT WATER & RINSE ONLY.*

ANY STAINS, SPILLS, GRAVEL, ETC. OUT OF THE ORDINARY CLEANING ROUTINE WILL BE CLEANED UP THAT DAY.

CONTRACTOR WILL PROVIDE THE FOLLOWING:

- obtain and pay for all necessary permits, licenses, certificates and inspections required.
- not subcontract either the whole or any part of this contract, without the written consent of The Corporation.
- complete the Cost Breakdown on the Tender Form relating to each numbered area on the contract document. This request should **not** be interpreted to mean that the contract will be accepted in part. The Corporation is trying to determine operation costs for specific areas of the facility and a cost breakdown would assist us in this matter.
- be responsible for all staffing requirements in the provision of these services.
- provide employee bonding information by providing proof of employee dishonesty coverage in the event of the dishonesty of an employee of the contractor, including theft from a third party. Minimal coverage should be twenty-five thousand (\$25,000.00) dollars.
- provide the legal name under which the contractor carries on business, if applicable.
- provide two written references, specifying a client's name business address, contact name and description and date of the services provided.
- agree to re-key the entire Municipal Building & Firehall within a reasonable time if any keys to the Municipal Building & Firehall are lost or misplaced at the entire cost of the Contractor.
- provide evidence of coverage under the Workers' Compensation Act by specifying their firm's account number.
- protect itself and indemnify and save The Corporation harmless from any and all claims which may arise from the contractor's operations where bodily injury, death or property damage is caused, and for this purpose shall, without restricting the generality of the foregoing, maintain insurance acceptable to The Corporation, and subject to the limits of not less than two million (\$2,000,000.00) dollars inclusive per occurrence for bodily injury, death and damage to property including loss of use thereof. The Corporation of the Township of Manitouwadge shall be named as an additional insured and requires thirty days written notice of cancellation, non-renewal or material change to the contractor's insurance policy. The successful contractor will be required to provide evidence of the foregoing at the time of contract award.
- provide proof of compliance with the Workplace Hazardous Materials Information System (WHMIS) requirements as contained in the Occupational Health and Safety Act.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

MANITOUWADGE MUNICIPAL BUILDING and FIREHALL

CONTRACT 2014-A

- provide Material Safety Data Sheets (MSDS) information for applicable products at all work stations.
- be responsible as its own expense for knowing and complying with all applicable laws, regulations and codes of conduct, as amended from time to time, in the provisions of the Employment Standards Act of Ontario, and including obtaining and maintaining all required permits, licenses, clearances and registrations.
- providing monthly invoices.
- G.S.T. / H.S.T number
- provide all equipment and cleaning supplies* required to perform the duties specified herein, including but not limited to garbage bags and liners, toilet paper (not less than two-ply), hand soap, paper towels, urinal blocks, sponges, bowl cleaner, vacuum cleaner and bags, brooms, mops, dustpans, pails, germicidal solution, no-rinse stripper, etc. (for seven day usage).

*** PLEASE NOTE:** As the Contractor's cleaning staff is not always present in the facility, Township employees must have access to the supplies and equipment provided by the Contractor for emergency purposes. This applies but is not limited to the items listed below:

- brooms
- mops
- toilet paper
- paper towels
- garbage bags
- window cleaner
- soap for dispenser
- germicidal cleaner
- dust pans

Employees of the Contractor and the Contractor will not directly or indirectly disclose or use, at any time, either during or subsequent to the expiration of this agreement, any matter relating or in any way pertaining to or connected with the services under this Agreement or any information or data concerning the Corporation's methods, procedures, contracts, licenses, finances, personnel, their duties and capabilities, plans, surveys, research, descriptions, policies, regulations, rules and intentions, including all matters the dissemination of the knowledge whereof might prove prejudicial to The Corporation of the Township of Manitowadge, except that the Contractor may disclose any data and information necessary to the fulfillment of its obligations under this Tender.

CANCELLATION OR MODIFICATION

The Corporation and the contractor reserve the right to cancel or modify the contractual arrangement between them at any time during the period of this contract with thirty (30) days written notice given to the other.

TERM

Tender for Cleaning Contractor 2014-A shall be from *January 1, 2015 to December 31, 2016*.

THE LOWEST OR ANY TENDER NOT NECESSARILY ACCEPTED

**THE CORPORATION OF THE TOWNSHIP OF MANTOUWADGE
RECORD OF TENDERS OPENED AND CHECKED**

TENDER OPENING DATE: NOV. 21, 2014 TIME: 11:00 AM

CONTRACT NUMBER: 2014-A NUMBER OF BIDS RECEIVED: Three (3)

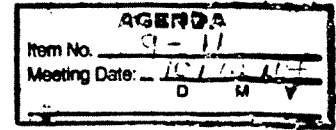
DESCRIPTION: Municipal Building and Firehall Cleaning for January 1, 2015 until December 31, 2016.

CONTRACTOR	COST BREAKDOWN AREA "A" FIREHALL	COST BREAKDOWN AREA "B" MAIN FLOOR	COST BREAKDOWN AREA "C" UPSTAIRS	COST PER ANNUM	HST COST PER ANNUM	TOTAL COST
<u>COCHRAN CORP.</u>	<u>45000</u>	<u>52500</u>	<u>52500</u>	<u>15,000</u>	<u>1950</u>	<u>16,950</u>
<u>E. CARROLL</u>	<u>101,920</u>	<u>17,400</u>	<u>19,160</u>	<u>42,480</u>	<u>5572.40</u>	<u>48,052.40</u>

RECORDING STAFF MEMBERS:

[Signature]

[Signature]



Township of Manitouwadge Administration Report

Date: December 2nd 2014

No. CS2014-07

Submitted to: Mayor & Council

Issue: 2015 Amendments to the Smoke Free Ontario Act.

Background: The Ontario government is strengthening the Smoke Free Ontario Act as of January 1st 2015 to further protect youth from the harmful effects of tobacco.

As of January 1st 2015 it will be illegal to:

- A) Smoke on Bar and Restaurant Patios
- B) Smoke on Playgrounds, Public Sports Fields and Surfaces

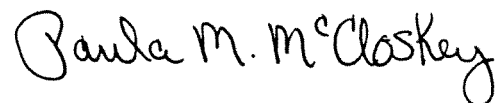
Discussion: As a result of the above 2015 amendments to the Smoke Free Ontario Act, plans will need to be put in place in order to educate our residents and visitors of these new smoking restrictions at all of our recreational facilities. Areas affected will include all of our Parks and Playgrounds, Ski Hill Facilities Golf Course, Community Clubhouse Outside Deck, Ball fields, Tennis Courts and Swimming Pool areas.

The Community Services Department is currently putting in place a plan to inform all residents of these new restrictions. This process will include additional Non Smoking Area Signage for all of our above listed designated areas as well as the inclusion of informational updates in all of our regular media sources.

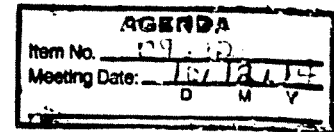
Financial Implications: Some additional costs may be incurred for proper signage to be posted in the above listed areas.

Recommendation: This report is provided to Council for informational purposes only.

Respectfully Submitted by:

A handwritten signature in black ink that reads "Paula M. McCloskey". The signature is written in a cursive style with a large initial 'P' and a long, sweeping underline.

Paula M. McCloskey
Director of Community Services



PUBLIC WORKS
ADMINISTRATION REPORT
TOWNSHIP OF MANITOUWADGE

DATE: December 3, 2014 **NUMBER:** PW2014-13

SUBJECT: Replacement of Well 1 and 2 funding application under the Ontario Community Infrastructure Fund-Formula –Based Funding Contribution

SUBMITTED BY: Omer Collin, Public Works Superintendent

Background:

In 2013 Lotowater Technical Services Inc. tested and re-certified well 1 and 5 as part of a 10 year rehabilitation plan. The process used was acidification and flushing of the intake screens and the scraping of the well liners. Both pumps were also replaced to ensure trouble free operations.

Discussion:

Lotowater Technical Services Inc. has provided a proposal to complete a standard well service at Well 2 and install a permanent liner in Manitouwadge's well 1. The purpose of the liner installation is to improve the security of the well after a potential hole in the casing was discovered during a routine maintenance in 2013.

Financial Implications:

The total estimated project cost is \$82,490.00 and the Ontario Community Infrastructure-Formula Component funds expected to be utilized is \$57,091.00 with a difference of \$25,399.00 which will be budgeted as a capital project.

Options:

- Accept the funding under the Ontario Community Infrastructure Fund-Formula- Based Funding Contribution
- Reject the funding under the Ontario Community Infrastructure Fund-Formula-Based Funding Contribution

Recommendations:

My recommendation would be to accept the funding application under the Ontario Community Infrastructure Fund-Formula-Based Funding Contribution.

Submitted by: _____
Omer Collin
Public Works Superintendent



P.O. Box 451
Paris, ON N3L 3T5

92 Scott Avenue
Paris, ON N3L 3R1
T (519) 442-2086
T (800) 923-6923
F (519) 442 7242
www.lotowater.com

Reference: 475-003

February 3, 2014

1 Mississauga Drive
Manitouwadge, Ontario
P0T 2C0

Attention: Mr. Omer Collin, Public Works Superintendent

Proposal: Manitouwadge Well 1 Liner Installation and Well 2 Service Proposal

Lotowater Technical Services Inc. (Lotowater) is pleased to provide this proposal to complete a standard well service at Well 2 and install a permanent liner in Manitouwadge Well 1. The purpose of the liner installation is to improve the security of the well after a potential hole in the casing was discovered during a routine maintenance video in 2013.

Background Well 1

Well 1 was constructed in 1955 with a 550 mm (22") diameter outer steel casing set to a depth of 18.3 m. The inner 300 mm (12") diameter steel casing is set to a depth of 19.28 m and the remainder of the well is screened with a 300 mm (12") diameter stainless steel screen with #6 slot openings to a depth of 23.75 m. The well was originally equipped with an oil lubricated Layne 10RKOHC - 7 stage line shaft pump. The well was equipped with a Berkeley 7T25-500 submersible pump and Franklin 25 horse power motor in 2004.

A well performance test was completed at Manitouwadge Well 1 September 22, 2012. This test indicated the well performance was approximately 13% of the as-constructed level. The well was rehabilitated in September 2013 to recover the lost performance. The well was cleaned using mechanical and chemical methods. Following the cleaning the well was inspected with a video camera which discovered a possible hole in the well casing at a depth of 19.28 m.

The submersible pump and motor were replaced in 2013 to ensure the reliability of the system. Additional details regarding the work completed can be found in the Lotowater report "*Manitouwadge Well 1 and Well 5 Service*".

Well 1 Liner Proposal

Lotowater proposes to install a 200 mm (10") diameter SCH 10 304 stainless steel liner from the top of the casing to the top of the stainless steel screen. The liner will be fully grouted to ensure all holes in the casing are permanently sealed. Following the installation of the liner the well will be airlifted to remove any material disturbed during the liner installation. The airlift will continue

until the well is producing clear water. Lotowater will complete a post-liner installation video and well performance test to verify everything is working properly. The program will take approximately 1.5 weeks to complete.

Well 2 Service Proposal

Lotowater proposes to complete a standard well inspection and service at Manitouwadge Well 2. The service program includes video inspections, mechanical well rehabilitation, casing thickness log, replacement of the pump with a refurbished unit (Well 1 pump from last year) and well performance testing. The program will take approximately 1 week to complete.

Both wells will be completed in the same mobilization.

Details of what Lotowater propose are as follows:

<u>Item</u>	<u>Description</u>	<u>Units</u>	<u>\$/unit</u>	<u>\$ Total</u>
<u>Well 1 Liner</u>				
1	Remove Existing Pumping Equipment	1	\$3,000	\$3,000
2	Install the liner as per attached Figure and grout in place.	1	\$11,750	\$11,750
3	Airlift the well to remove material disturbed during the liner installation	1	\$3,500	\$3,500
4	Complete post-liner video inspection of the well / liner	1	\$1,750	\$1,750
5	Disinfect well, and install pumping equipment	1	\$4,000	\$4,000
6	Purge the well to waste	1	\$2,000	\$2,000
7	Prepare a short report summarizing work	1	\$2,500	\$2,500
			Subtotal	\$28,500
<u>Well #2 Service</u>				
1	Complete well performance test and remove pump	1	\$3,000	\$3,000
2	Complete pre-rehabilitation video survey	1	\$1,750	\$1,750
3	Complete well rehabilitation which include brushing and airlift pumping	1	\$3,500	\$3,500
4	Complete post-rehabilitation video survey and casing thickness log	1	\$3,000	\$3,000
5	Install pumping equipment and disinfect well (Refurbished Pump)	1	\$4,000	\$4,000
6	Complete post-rehabilitation well performance test	1	\$2,000	\$2,000

7	Disassemble and inspect original pump and provide quote to repair	1	\$500	\$500
8	Prepare a short report summarizing work		2,500	\$2,500
			Subtotal	\$23,500
	Mobilization to Manitowadge		Subtotal	\$5,000
			Total	\$57,000

This quote assumes all electrical work will be complete by the Town of Manitowadge or its contractor. It also assumes all regulatory samples will be completed by the Town of Manitowadge.

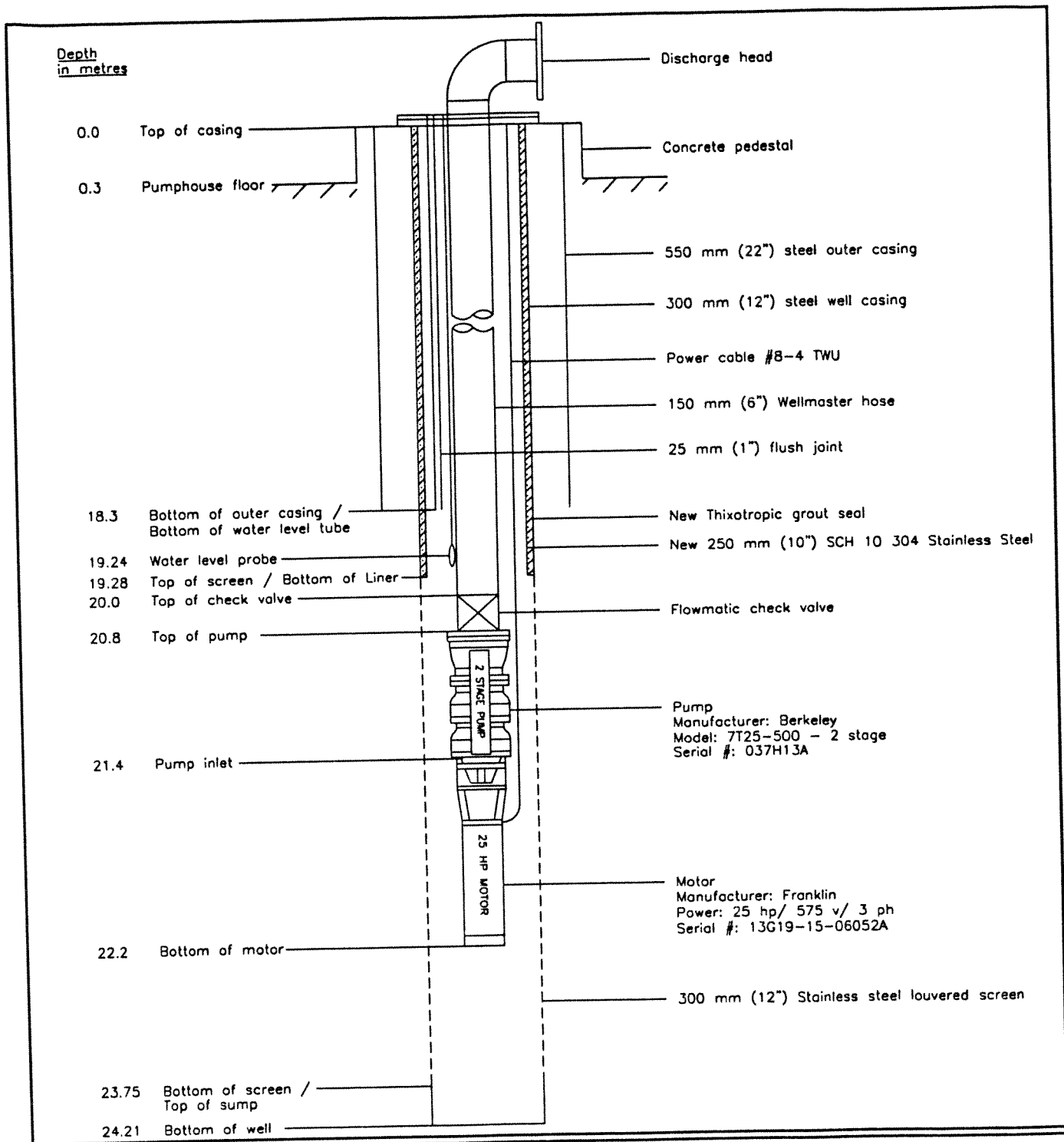
Please contact the undersigned if there are any questions or concerns

Respectfully submitted,
Lotowater Technical Services Inc.



Edward Hunter, B.Eng
Project Manager

\\Poweredge\sharedfolders\Lotowater Projects\475 Manitowadge\003 Manitowadge\475-003 Manitowadge Well 1 Liner.doc



Lotowater
TECHNICAL SERVICES INC.

CLIENT
Township of Manitowadge

TITLE
Well #1 Proposed
Liner Installation Drawing

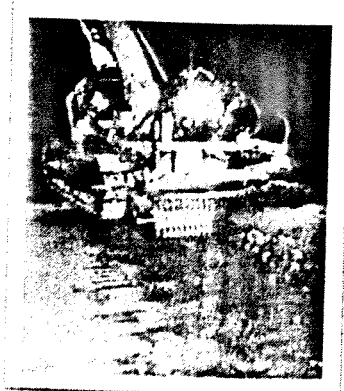
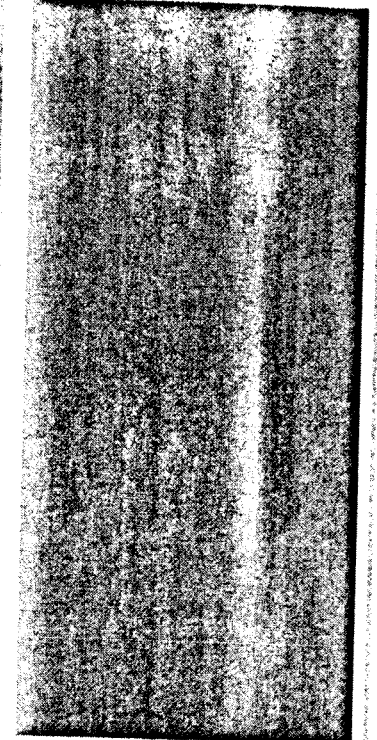
PROJECT No. 475-003		G:\Lotowater Projects\475 Manitowadge\003 Well Service\Liner Installation (Well #1)		FIGURE X
DESIGN		REVISION No. 2014/01/29	SCALE N.T.S.	
DRAWN	EH 2014/01/29			
CHECKED				

**Proposal
Submitted to:
Mr. Omer Collin
Public Works Superintendent
Township of Manitowadge
Manitowadge Ontario**

JULY 29, 2014

Manitowadge Reservoir Cleaning

- Remote Sediment Removal



PW MAKAR

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Inspection
Ltd.**

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Corunna, ON., N0N 1G0
paul.makar@cogeco.ca

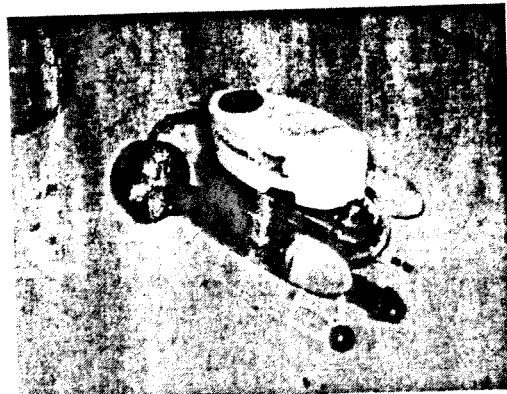
July 29, 2014
Proposal #1374
ROV Inspection and Remote Sediment Removal
Manitouwadge Reservoir

Mr. Omer Collin
Public Works Superintendent
Township of Manitouwadge
Manitouwadge, Ontario.

Dear Mr. Collin

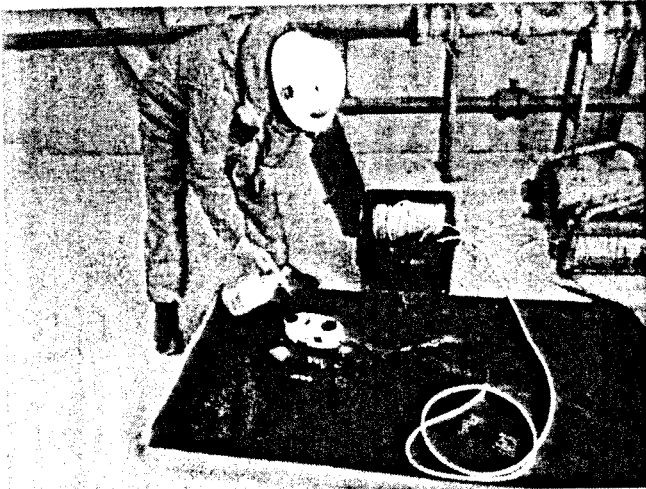
Thank you for considering PW MAKAR COATINGS INSPECTION LTD. for the above and below the waterline, ROV (remotely operated vehicle) Video Inspection and the Remote Sediment Removal of your Manitouwadge Reservoir in; Clearview Ontario.

PW MAKAR COATINGS INSPECTION LTD. in 2012 unveiled a new ROV video camera system which was used to ROV inspect very large reservoir roof areas for the Region of Waterloo, Ontario. For more information please contact Mr. John Melfi Manager (jmelfi@regionofwaterloo.ca).



Photo's #1 & #2 New - above the water pontoon roof ROV Video Camera System for video inspecting reservoir and tower roof areas and our underwater ROV video camera system with manipulator arm for measuring concrete cracking.

Using both of our above and below the water ROV video camera systems, we will be looking for any lining and/or concrete deterioration or defects occurring at this time.



Photo's #3. PW MAKAR COATINGS INSPECTION LTD., Underwater ROV Video Camera System, being disinfected, prior to a Reservoir Inspection at Lakeview WTP, Mississauga 2012.

Your Clearview Reservoir can stay on-line and operational during this cleaning with little to no tributary created. Our equipment is certified for potable water use only, regardless we will be disinfecting our equipment prior to inserting it into the Potable Water systems as per our Disinfection Procedures which complies with AWWA C652-02, section 4.3.2. I have attached a copy of our Disinfection Procedures for your perusal.

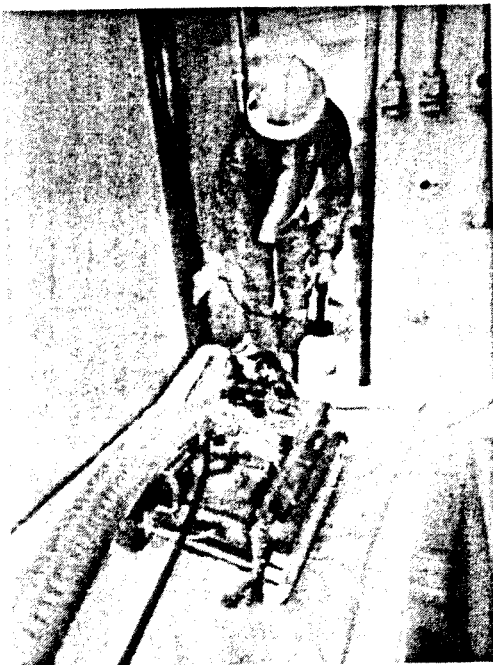
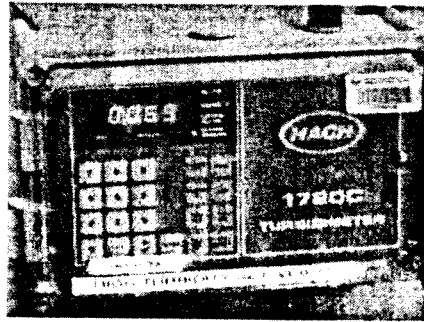
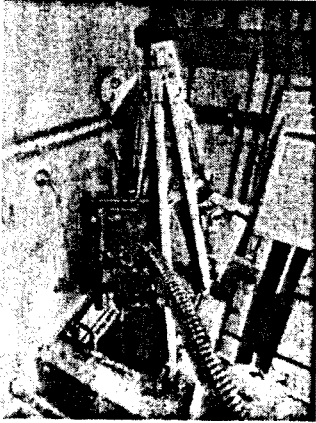


Photo #4. W MAKAR COATINGS INSPECTION LTD., Remote Sediment Removal System, being disinfected prior to entry in the Hearst, Clearwell Reservoir October 2011.

PW MAKAR

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Photo's #5 & # 6.

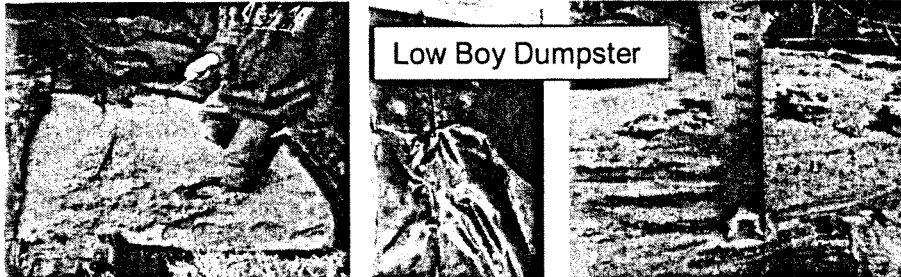
- PW MAKAR COATINGS INSPECTION LTD., lowering the Remote Sediment Removal Crawler into a Clearwell Reservoir Waterloo Region.
- Turbidity meter being monitored by PW MAKAR throughout the sediment cleaning process.

We will be video recording above and below the water line to DVD diskettes. The videos will be professionally edited and rendered to a Windows Media Player DVD diskette. Pictorial Reports will then be written using the jpeg video images from the interior structural inspection. Please note; the internal lining and/or structural concrete ROV Inspections are at no charge when conducting a Remote Sediment Removal Project.

I understand at the location of the Manitouwadge Reservoir the sediment and water can be pumped directly to a nearby sewer system or a backwash tank, therefore we would not need to de-chlorinate and pump to a sediment retention geo-bag in a lowboy dumpster.



Photo's #7 Sediment Geo-bag, laid out (empty) Kapuskasing On.



Photo's #8, 9, 10. Example of sediment geo-bag inside a low boy dumpster, with sediment and sand accumulation.



Photo's #11. Examples of our patented inline de-chlorination system, low boy dumpster bucket which has a sediment geo-bag connected to the drain hose inside the dumpster bucket. After the sediment removal process the dumpster is removed from site and taken to landfill.

PW MAKAR COATINGS INSPECTION LTD. is not responsible for the disposal of the Towers or Reservoirs sediment. It is the responsibility of the owner/proprietor of the equipment to determine an appropriate landfill for the disposal of the Towers or Reservoir sediment/sludge and/or water; to include the removal, trucking or dumping costs of the spent geo-bags and sediment. The location and or course of the run-off water from the geo-bags is also the owner/proprietor of the equipment's responsibility, PW MAKAR COATINGS INSPECTION LTD., will make every effort to insure we do not cause water damage to the surrounding infrastructure.



Our video and coatings inspection crew has extensive safety training to include; St. Johns Ambulance Standard First Aid with CPR, Fall Protection Certification, Hoisting and Rigging and Efficiency at Heights, Confined Space, Confined Space Rescue, Behavior Based Safety Training and Construction Safety Association of Ontario – Supervisory Certifications. Copies of these certifications can be forwarded to you upon request.



PW MAKAR COATINGS INSPECTION LTD has a Company HEALTH and SAFETY MANUAL, with our own Health and Safety Policy; to include a Company

- ✓ Environmental Policy
- ✓ Health and Safety Targets
- ✓ Alcohol and Drug Policy
- ✓ Health and Safety Training
- ✓ Observation Based Safety
- ✓ Hazard Recognition, Assessment and Control
- ✓ New Worker Orientation Policy

All Employees have attended training and are certified in;
DRINKING WATER TREATMENT and TROUBLESHOOTING TECHNIQUES COURSE,
Put on by the Walkerton Clean Water Centre
PW MAKAR COATINGS INSPECTION LTD HEALTH and SAFETY MANUAL,
Ontario WSIB Clearance Certificate and Insurance Certificates are available upon request.

- We understand that the sediment buildup in the Reservoir at Manitouwadge Reservoir is not known at this time.

Services and Items	Budget Price
 <p>Certified for Potable Water use only - Remote Robotic Sediment Removal, of the Manitouwadge Reservoir remaining on-line with unknown sediment/sand/sludge depths.</p> <p>Above and below the water ROV Video Inspections. @ \$2,500.00 per day plus any applicable expenses i.e. mileage, meals, lodging, and reports, etc.</p>	<p>No Charge if Remote Sediment Removal is part of a project.</p>
 <p>Manitouwadge Reservoir - Remote Sediment Removal. It is anticipated that 1.0 day is needed to remove the sediment accumulation from the Manitouwadge Reservoir at our daily rate of \$6500.00 per day.</p> <p>Please note: Based on our daily rate for Remote Sediment Removal of \$6,500.00 per day, each additional hour beyond the anticipated 1.0 days will be billed @ \$541.66 per hour and any applicable expenses i.e. meals, lodging etc. until the project has been completed or advised otherwise by our client.</p> <p><input type="checkbox"/> Price includes mobilization to site, rigging equipment and demobilization.</p>	<p>\$15,975.00 (HST not included).</p>

	<p>Disinfection of ROV video camera system, hoses and the crawler pump as per PW MAKAR COATINGS INSPECTION LTD. DISINFECTION PROCEDURE FOR EQUIPMENT USED IN POTABLE WATER TANKS. To included Tyvek clothing, mono-goggles, and rubber gloves. To include recording and monitoring of de-chlorination system once and hour.</p>	<p>No Charge</p>
	<p>Hard Copy Report and edited Footage DVD diskette Report of the; before cleaning, cleaning and after cleaning process for the Clearview Reservoirs at the end of this project.</p>	<p>No Charge with Remote Sediment Removal Projects.</p>
<p>Total</p>		<p>\$15,975.00 (HST not included).</p>

Terms and Conditions:

- Payment terms for this project will be Net 30 days after the Remote Sediment Removal of the Manitowadge Reservoir, has been completed.
- This quote is valid for 30 days.

Contact Initiation:

To initiate this contract, please send a Purchase Order to the following:

PW MAKAR COATINGS INSPECTION LTD.
 481 Murray Dr.
 Corunna, On
 N0N 1G0
 (519) 862-4659
 Fax: 519 862-4667
paul.makar@cogeco.ca

Thank you in advance for providing this opportunity to PW MAKAR COATINGS INSPECTIONS LTD. We hope this quotation meets with your approval. If you have any questions please don't hesitate to let me know.

Very Best.

Paul Makar



PW MAKAR

**Coatings
Inspection
Ltd.**

481 Murray Dr.
Corunna, ON., N0N 1G0
paul.makar@cogeco.ca

**PW MAKAR COATINGS INSPECTION LTD.
WATER, WASTEWATER & INDUSTRIAL INSPECTION SERVICES**

- REMOTE SEDIMENT REMOVAL of Water Storage Facilities
- FILTER BED CORE SAMPLING & UNDERDRAIN INSPECTIONS
- WASTEWATER LAGOON SLUDGE MAPPING SURVEYS
- UNDERWATER ROV VIDEO INSPECTIONS of Water Storage Facilities
- WATER DISTRIBUTION SYSTEMS REMOTE ROV INDUSTRIAL VIDEO INSPECTIONS
- WATER STORAGE FACILITIES COATINGS, LININGS, SECURITY & GROUNDS INSPECTION

Office; (519) 862-4659

Cell; (519) 464-6990

paul.makar@cogeco.ca



DEC 01 2014

OGRA/ROMA Combined Conference

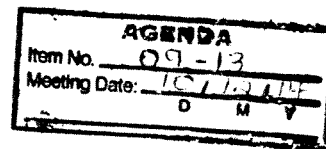
22-1525 Cornwall Road, Oakville, ON L6J 0B2

Tel: 289-291-6472 Fax: 289-291-6477

combinedconference.org

HOUSING for the 2015 OGRA/ROMA Combined Conference to Open:

Tuesday, December 2nd at 10:00 AM



- Delegates will contact the hotels directly to book a room.
- All hotels will be booking rooms online and by telephone (number of rooms available to book by telephone is limited).
- A credit card will be required to book a room or suite. Deposit cheques are not accepted.
- Suites must be booked using the official suite form which will be available on the combined conference website once housing opens.

Please note the room blocks are not available until conference housing officially opens.

Beware of Poachers!

A new scam is being perpetrated on unsuspecting conference attendees. Hotel room poachers are calling would be delegates and exhibitors claiming to represent conference hotels and using high pressure sales tactics to sell rooms, some of which don't exist at all or carry much higher cancellations fees.

Don't be fooled. Only book your conference hotel room(s) directly with the hotels by following the directions on the Housing page of the conference website www.combinedconference.org.

NOTE: Cancellation Policy remains unchanged.

- Cancellation fee is equal to one night's accommodation plus applicable taxes.
- Fairmont Royal York Hotel cancellation fee will be charged on each room or suite cancelled subsequent to the initial booking. Substitutions are permitted.
- Overflow hotels cancellation fees will be charged on each room cancelled less than 72 hours before expected date of arrival.

ROOMS ARE BLOCKED AT THE FOLLOWING HOTELS

Fairmont Royal York Hotel (main conference hotel) InterContinental Toronto Centre
Sheraton Centre Toronto The Strathcona Hotel

For contact information, online links, schedule of hotel rates and additional accommodation instructions - visit us online: www.combinedconference.org

CTRL + ALT + DEL

**rebooting
Ontario's
municipal
sector**

combined

OGRA
conference

**Sun Feb 22 -
Wed Feb 25 2015
Fairmont Royal York
Toronto, ON**

**Conference
housing opens
Dec 2, 2014 at
10:00 a.m.**

Municipalities in Ontario are armed with a fresh mandate. Constituent expectations have never been higher. For local governments, success will be measured by how they respond to 21st Century demands. The 2015 OGRA/ROMA Combined Conference brings together an outstanding roster of keynote speakers – each of them leaders in their field – and a wealth of workshops designed to showcase municipal ingenuity and best practices.

keynotes

Nik Nanos, President, Nanos Research / Premier Kathleen Wynne (invited) / Minister Lisa Raitt, Transport Canada (invited) / Jim Wilson, Leader of Ontario PCs (invited) / Andrea Horwath, Leader of Ontario NDP (invited) / The Ministers Forum / Question Box Session

new sunday sessions

PRE-REGISTRATION REQUIRED



SMALL TOWN FORUM

The organizing Committee is pleased to announce the Combined Conference's first small town forum. This will be an opportunity for representatives of communities smaller than 10,000 people

to gather to exchange ideas and views on the issues that are defining the success of Ontario's smaller communities. This facilitated discussion is taking place at 2:30 PM of Sunday, February 22. Spots are limited.

Register today to avoid missing out.



STUDY TOUR OF INFRASTRUCTURE MEGA PROJECT

Union Station is Canada's busiest, most important multi-modal passenger transportation hub, a designated National

Historic Site and a significant part of Toronto's history and identity. More than a quarter-million people use Union Station daily. The City of Toronto is leading Union Station's revitalization with three objectives: to improve the quality and capacity of pedestrian movement; to restore heritage elements; and to transform Union Station into a major destination for shopping, dining and visiting. The Combined Conference Planning Committee is excited to offer a sneak preview, behind the scenes tour of this project. This Tour will take place on Sunday afternoon.

#roccstartalks

NEW THIS YEAR, a number of young, ingenious paradigm shifters have been asked to provide passionate talks about a subject where municipalities can make a difference. These short talks – ROCC aka ROMA OGRA Combined Conference – are sure to generate buzz.

Joelle Faulkner, Area One Farms – Will venture capital save the family farm?

Dr. Danyaal Raza, MD MPH – Is treating poverty one of the best tools in the public health toolbox?

Fahad Shuja, P. Eng – Can a web app improve winter maintenance?

Combined Conference Debate on Agri-food

The fourth edition of our hallmark event promises to go from field to fork as it analyzes the prospects of Ontario's current agri-food system. Few sectors of our economy have agri-food's upside. Local governments have a crucial role to play in the success or failure of this vital sector. Join us as an all-star roster of debaters argue "Be it resolved, Ontario's current agri-food system weakens communities and is unprepared to feed a planet of nine billion people."



RON EDDY
Chair, ROMA

ROMA Chair Ron Eddy and OGRA President Tom Bateman look forward to meeting you at the 2015 OGRA/ROMA Combined Conference.



TOM BATEMAN
President, OGRA

workshops

In 2015 there will be 21 workshops organized around seven streams

1

asset management

Monday AM Manageable Data Collection
Tuesday AM Establishing Needs and Priorities
Tuesday PM Finance Options

2

communications

Monday AM Expectations for New Councillors
Tuesday AM Communicating with Constituents
Tuesday PM Social Media

3

development & growth

Monday AM AODA and the Built Environment
Tuesday AM The Ring of Fire
Tuesday PM Places to Grow

4

law & order

Monday AM Joint and Several Liability
Tuesday AM Fair & Open Tendering
Tuesday PM Municipal Impact to Changing Morality Legislation

5

revenue & savings

Monday AM New Revenue Tools
Tuesday AM Municipal Class EAs
Tuesday PM Alternative Finance and Procurement (AFP)

6

rural innovation

Monday AM Measuring Success of Economic Development
Tuesday AM Rural Lens
Tuesday PM Green Energy Act

7

transportation

Monday AM Pipeline v. Rail
Tuesday AM Accelerating Rural Transportation Solutions
Tuesday PM Active Transportation



Sign up for a complimentary membership in Fairmont President's Club and receive free internet access within the Hotel.

This is available for all Conference attendees regardless of where you are staying. To sign up for your Complimentary Membership, please visit the conference website www.combinedconference.org.

did you know?

Fairmont Royal York: Major roadwork is being completed in the area surrounding the hotel. It is important that on your travel day you check online for directions and information on current road closures. Please visit www.combinedconference.org for the link.

housing

Delegates will contact the hotels directly to book a room. All hotels will be booking rooms online and by telephone (number of rooms available to book by telephone is limited). A credit card will be required to book a room or suite. Deposit cheques are not accepted. Suites must be booked using the official suite form. Please note the room blocks are not available until conference housing officially opens.

NB: Cancellation Policy remains unchanged. Cancellation fee is equal to one night's accommodation plus applicable taxes. Fairmont Royal York Hotel cancellation fee will be charged on each room or suite cancelled subsequent to the initial booking. Substitutions are permitted. Overflow hotels cancellation fees will be charged on each room cancelled less than 72 hours before expected date of arrival. Rooms are blocked at the following hotels:

- Fairmont Royal York Hotel (main conference hotel)
- InterContinental Toronto Centre
- Sheraton Centre Toronto and
- The Strathcona Hotel

For contact information, online links, schedule of hotel rates and additional accommodation instructions visit us online at www.combinedconference.org.

long service awards

Ontario Good Roads Association is always proud to recognize employees who have given long years of service in the cause of good roads. For eligibility requirements and form, please visit the Awards tab on www.combinedconference.org.


Deadline for receipt of nominations is Friday, January 30, 2015.

Awards will be presented at the Awards Luncheon on Tuesday, February 24, 2015 during the OGRA/ROMA Combined Conference.

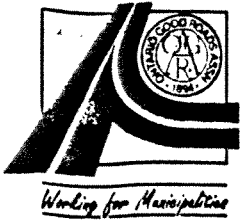
For information, please contact Carmen Sousa: carmen@ogra.org or 289-291-6472.

Conference housing opens Dec 2, 2014 at 10:00 a.m.

banquet entertainment



So "What's Goin' On" at the OGRA/ROMA Combined Conference closing banquet you ask? Well "I Heard it Through the Grapevine" that the Mojo Kings are coming back for the third year in a row and this time it's the best of Motown. Now is it "Just my Imagination Running Away with Me" or does that sound like a great evening. So "Let's Get it On" and do some "Dancing in the Streets".



TO: OGRA Membership
RE: Long Service Awards

As in the past, the Ontario Good Roads Association will recognize employees who have given long years of service in the cause of good roads.

It would be appreciated if you would complete and return the enclosed questionnaire advising us of any employee who is eligible under the conditions noted below to receive an award.

The following are the eligibility requirements:

- Minimum of 30 years in the road industry employed in the municipal, provincial and/or private sectors.
- Retired from their employment or will be retiring within one year of the Annual Conference at which the award will be given.
- Immediately previous or current employer is a member in good standing of Ontario Good Roads Association.

To nominate an eligible employee: Complete the attached form or download the Long Service Award Questionnaire from the OGRA website. Fax, email or mail the completed form to OGRA.

Deadline for receipt of Nominations: January 30, 2015.

Presentations of the awards will be made at the Awards Luncheon on Tuesday, February 24, 2015 during the OGRA/ROMA Combined Conference.

For more information contact Carmen Sousa: carmen@ogra.org

Yours truly,

A handwritten signature in black ink, appearing to read 'Joe Tiernay', enclosed within a large, loopy oval scribble.

Joseph W. Tiernay
Executive Director



Ontario Good Roads Association 2015 Long Service Award Nomination Form

Deadline for nominations: January 30, 2015

Please print clearly.

Name to appear on plaque		
Retirement date		
Position held immediately prior to retirement		
Total length of service in road industry		
Employer		
Business address		
	Postal Code	Bus. Tel.
Home address of nominee		
	Postal Code	Home Tel.
Nominated by	Name	
	Title	
	Employer	
	Address	
	Postal Code	Bus. Tel.

Please complete nominee's personal background information on page 2.

Nominee's Personal Background

Name of Nominee _____

Part One: Employment History

Please print clearly.

Years (from - to)	Position	Employer

Part Two: Personal Background

(Please highlight significant career achievements, hobbies, interests, and/or family information we can include in their introduction at the Awards Luncheon.)

Return completed form to:

Carmen Sousa
Ontario Good Roads Assoc.
1525 Cornwall Road, Unit 22
Oakville, ON L6J 0B2

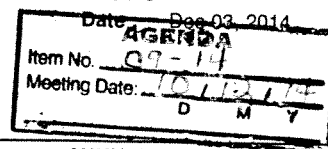
Tel. 289-291-6472 ext 21
Fax: 289-291-6477
Email: carmen@ogra.org

TOWNSHIP OF MANITOUWADGE
TRIAL BALANCE BY DEPARTMENT



GL5410

Page : 1
 Time : 4:32 pm



For Period Ending 30-Nov-2014

	CURR PERIOD ACTUAL	ANNUAL BUDGET	YTD ACTUAL	REMAINING BUDGET
General Operating Fund				
CC1				
GENERAL REVENUES				
1-3-1000-41100 Municipal Tax Levy	-3,087,291.69	-3,083,601.00	-3,083,771.68	170.68
1-3-1000-41101 Municipal Tax Levy - Mine	-381,948.86	-381,949.00	-381,948.86	-0.14
1-3-1000-41102 Supplemental Tax Levy	0.00	0.00	0.00	0.00
1-3-1000-41200 Municipal Capping Adjustments	2,328.01	4,500.00	2,328.01	2,171.99
1-3-1200-51205 Other Provincial Revenue	0.00	0.00	0.00	0.00
1-3-1200-51210 Payment in Lieu - Canada	0.00	0.00	0.00	0.00
1-3-1200-51215 Payment in Lieu - Provincial	0.00	0.00	0.00	0.00
1-3-1200-51216 Taxation on Rights of Way	-3,077.90	-3,077.00	-3,077.90	0.90
1-3-1200-51220 Hospital - Heads & Beds	-1,350.00	-1,350.00	-1,350.00	0.00
1-3-1200-51232 Ontario Municipal Partnership Fund	-1,621,500.00	-1,621,500.00	-1,621,500.00	0.00
1-3-1300-51234 Provincial Offences	-21,159.00	-13,480.00	-21,159.00	7,679.00
Total GENERAL REVENUES	-5,113,999.44	-5,100,457.00	-5,110,479.43	10,022.43
COUNCIL				
1-4-1100-61101 COUN - Salaries	31,331.85	35,445.00	31,331.85	4,113.15
1-4-1100-61102 COUN - Benefits	663.27	1,650.00	663.27	986.73
1-4-1100-61505 COUN - Memberships	2,618.85	2,625.00	2,618.85	6.15
1-4-1100-61625 COUN - Volunteer Recognition	0.00	3,500.00	0.00	3,500.00
1-4-1100-61765 COUN - Plummer	1,157.40	1,000.00	1,157.40	-157.40
1-4-1100-61766 COUN - Hunter	0.00	1,500.00	0.00	1,500.00
1-4-1100-61767 COUN - Labbee	785.59	1,000.00	785.59	214.41
1-4-1100-61768 COUN - Major	0.00	0.00	0.00	0.00
1-4-1100-61769 COUN - Dunnill	0.00	0.00	0.00	0.00
1-4-1100-61770 COUN - Ruel	0.00	0.00	0.00	0.00
1-4-1100-61775 COUN - Lelievre	0.00	0.00	0.00	0.00
1-4-1100-61777 COUN - MacEachern	8,951.71	14,000.00	8,501.71	5,498.29
1-4-1100-61788 COUN - Jaunzarins	3,926.30	4,000.00	3,926.30	73.70
1-4-1100-61790 COUN - Other	4,179.76	5,300.00	3,649.62	1,650.38
Total COUNCIL	53,614.73	70,020.00	52,634.59	17,385.41
ELECTIONS				
1-4-1300-61101 ELEC - Salaries	1,970.00	2,500.00	1,970.00	530.00
1-4-1300-61205 ELEC - Office Materials & Supplies	1,264.67	3,000.00	1,264.67	1,735.33
1-4-1300-61565 ELEC - Training & Development	1,138.15	2,000.00	1,138.15	861.85
1-4-1300-61790 ELEC - Other	4,116.29	4,600.00	4,116.29	483.71
Total ELECTIONS	8,489.11	12,100.00	8,489.11	3,610.89
ADMINISTRATION				
1-3-1100-51770 Penalties - Taxes	-98,171.95	-70,000.00	-98,171.95	28,171.95
1-3-1100-51771 Penalties - Water	-6,071.76	-4,200.00	-5,690.38	1,490.38
1-3-1100-51773 Interest - Taxes	0.00	0.00	0.00	0.00
1-3-1100-51776 Interest Earned - Other	-12,697.49	0.00	-12,697.49	12,697.49
1-3-1300-51305 General Government	-5,314.50	-5,000.00	-5,297.00	297.00
1-3-1300-51311 Suspense	0.00	0.00	0.00	0.00
1-3-1300-51480 Other Revenue	-1,596.87	0.00	-1,596.87	1,596.87
1-3-1300-51700 Trailer Lot Rent	-84,030.96	-85,000.00	-77,054.98	-7,945.02
1-3-1300-51710 Trade Licenses	-1,150.00	-600.00	-1,150.00	550.00
1-3-1300-51712 Marriage Licenses	-400.00	-400.00	-400.00	0.00
1-3-1300-51715 Taxi Drivers Licenses	-170.00	-100.00	-170.00	70.00
1-3-1300-51716 Lottery Licenses	-1,270.90	-3,000.00	-1,270.90	-1,729.10
1-3-1300-51730 Land Rental	0.00	0.00	0.00	0.00
1-3-1300-51731 Housing Rental	0.00	0.00	0.00	0.00
1-3-1300-51732 Municipal Building Rental	-32,003.00	-31,890.00	-29,425.20	-2,464.80
1-3-1300-51780 Land Sales	0.00	0.00	0.00	0.00
1-3-1300-51781 Sale of Buildings	0.00	0.00	0.00	0.00
1-3-1300-51782 Photocopying	0.00	0.00	0.00	0.00
1-3-1300-51783 Phone & Fax	0.00	0.00	0.00	0.00
1-3-1300-51785 Accounting/Admin Services	0.00	0.00	0.00	0.00
1-3-1300-51786 Sale of Equipment	0.00	0.00	0.00	0.00

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		CURR PERIOD ACTUAL	ANNUAL BUDGET	YTD ACTUAL	REMAINING BUDGET
General Operating Fund					
CC1					
1-3-1300-51799	Other Services	0.00	0.00	0.00	0.00
1-3-1300-51800	Freon Removal	0.00	0.00	0.00	0.00
1-4-1400-61101	ADMIN - Salaries	279,875.99	320,645.00	279,875.99	40,769.01
1-4-1400-61102	ADMIN - Benefits	100,191.86	116,355.00	100,191.86	16,163.14
1-4-1400-61154	ADMIN - Interest Charges	0.00	0.00	0.00	0.00
1-4-1400-61155	ADMIN - Cash Over/Short	0.10	25.00	0.10	24.90
1-4-1400-61156	ADMIN - Bank Service Charges	20,050.24	17,500.00	20,050.24	-2,550.24
1-4-1400-61157	ADMIN - Payroll Charges	0.00	0.00	0.00	0.00
1-4-1400-61158	ADMIN - Taxes Written Off	134,051.93	275,880.00	134,051.93	141,828.07
1-4-1400-61159	ADMIN - Vacancy Rebates	5,344.48	10,000.00	5,344.48	4,655.52
1-4-1400-61160	ADMIN - Assessment Appeal Write C	0.00	20,000.00	0.00	20,000.00
1-4-1400-61161	ADMIN - Uncollectible Accounts Expe	0.00	20,000.00	0.00	20,000.00
1-4-1400-61205	ADMIN - Office Materials & Supplies	8,985.94	14,000.00	8,185.86	5,814.14
1-4-1400-61210	ADMIN - Computer Materials & Suppl	13,830.89	22,885.00	13,830.89	9,054.11
1-4-1400-61220	ADMIN - Hydro	37,486.79	40,000.00	37,486.79	2,513.21
1-4-1400-61225	ADMIN - Propane	40,757.53	57,000.00	34,958.98	22,041.02
1-4-1400-61235	ADMIN - Publications	1,970.37	2,000.00	1,970.37	29.63
1-4-1400-61243	ADMIN - Relocation Expense	0.00	0.00	0.00	0.00
1-4-1400-61245	ADMIN - Building Maint & Supplies	35,566.41	55,700.00	26,400.18	29,299.82
1-4-1400-61247	ADMIN - NITGC Maintenance	18,742.17	18,500.00	18,742.17	-242.17
1-4-1400-61505	ADMIN - Memberships	3,216.39	3,750.00	3,216.39	533.61
1-4-1400-61510	ADMIN - Rent - Nursery School	0.00	0.00	0.00	0.00
1-4-1400-61515	ADMIN - Insurance Claims	1,305.36	5,000.00	1,305.36	3,694.64
1-4-1400-61520	ADMIN - Insurance	27,358.91	27,530.00	27,358.91	171.09
1-4-1400-61540	ADMIN - Freight	0.00	0.00	0.00	0.00
1-4-1400-61545	ADMIN - Legal	10,603.86	35,000.00	10,603.86	24,396.14
1-4-1400-61550	ADMIN - Audit	0.00	33,000.00	0.00	33,000.00
1-4-1400-61555	ADMIN - Advertising	125.00	1,000.00	125.00	875.00
1-4-1400-61560	ADMIN - Commission of Sale of Builc	0.00	0.00	0.00	0.00
1-4-1400-61565	ADMIN - Travel	14,249.13	17,000.00	14,249.13	2,750.87
1-4-1400-61580	ADMIN - Postage	7,285.11	9,000.00	7,285.11	1,714.89
1-4-1400-61581	ADMIN - Telephone/Fax Charges	15,844.48	19,000.00	15,742.72	3,257.28
1-4-1400-61600	ADMIN - Equipment Rental	10,031.85	13,000.00	9,439.89	3,560.11
1-4-1400-61630	ADMIN - Professional Fees - Consulti	-2,841.71	3,000.00	-2,841.71	5,841.71
1-4-1400-61701	ADMIN - Strategic Planning	0.00	0.00	0.00	0.00
1-4-1400-61703	ADMIN - Grants & Levies	26,373.92	26,375.00	26,373.92	1.08
1-4-1400-61704	ADMIN - Health & Safety	654.89	5,000.00	654.89	4,345.11
1-4-1400-61790	ADMIN - Other	0.00	0.00	0.00	0.00
1-4-1400-61799	ADMIN - Interfunctional	0.00	0.00	0.00	0.00
1-4-9100-61905	TSF - From Revenue Fund to Capital	0.00	230,000.00	0.00	230,000.00
1-4-9100-61910	TSF - From Revenue Fund to Reserv	0.00	0.00	0.00	0.00
1-4-9100-61915	TSF - From Revenue Fund to Reserv	0.00	301,800.00	0.00	301,800.00
Total ADMINISTRATION		568,184.46	1,519,755.00	561,678.54	958,076.46
HOUSING					
1-4-1500-61101	HOUS - Salaries	0.00	0.00	0.00	0.00
1-4-1500-61102	HOUS - Benefits	0.00	0.00	0.00	0.00
1-4-1500-61790	HOUS - Other	18,512.69	18,000.00	18,512.69	-512.69
1-4-1500-61799	HOUS - Interfunctional	0.00	0.00	0.00	0.00
Total HOUSING		18,512.69	18,000.00	18,512.69	-512.69
FIRE					
1-3-2100-51792	FIRE - Smoke Alarms	-26.55	0.00	-26.55	26.55
1-3-2100-51799	FIRE - Other Services	-141.59	0.00	-141.59	141.59
1-4-2100-61101	FIRE - Salaries	130,307.29	146,475.00	128,807.29	17,667.71
1-4-2100-61102	FIRE - Benefits	37,571.05	40,070.00	37,571.05	2,498.95
1-4-2100-61205	FIRE - Office Materials & Supplies	234.74	400.00	234.74	165.26
1-4-2100-61215	FIRE - Cleaning Materials & Supplies	1,026.61	1,100.00	1,026.61	73.39
1-4-2100-61235	FIRE - Publications	0.00	50.00	0.00	50.00
1-4-2100-61240	FIRE - Personnel	3,982.69	3,500.00	3,982.69	-482.69
1-4-2100-61241	FIRE - Response Personnel Support	201.03	500.00	201.03	298.97

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General Operating Fund					
CC1					
1-4-2100-61242	FIRE - MNR Contract	1,111.76	1,100.00	1,111.76	-11.76
1-4-2100-61244	FIRE - Bunker Suits	2,282.13	5,000.00	1,359.27	3,640.73
1-4-2100-61265	FIRE - Equip Maint & Repairs	45.37	0.00	45.37	-45.37
1-4-2100-61265	FIRE - Equip Maint & Repairs	2,959.62	3,500.00	2,959.62	540.38
1-4-2100-61265	FIRE - Equip Maint & Repairs	755.59	1,800.00	755.59	1,044.41
1-4-2100-61265	FIRE - Equip Maint & Repairs	1,771.50	3,500.00	1,771.50	1,728.50
1-4-2100-61265	FIRE - Equip Maint & Repairs	2,211.88	3,500.00	2,211.88	1,288.12
1-4-2100-61265	FIRE - Equip Maint & Repairs	31.00	300.00	31.00	269.00
1-4-2100-61265	FIRE - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-2100-61265	FIRE - Equip Maint & Repairs	3,495.79	4,000.00	2,961.55	1,038.45
1-4-2100-61265	FIRE - Equip Maint & Repairs	224.49	300.00	224.49	75.51
1-4-2100-61270	FIRE - Promotional Materials	960.20	1,000.00	960.20	39.80
1-4-2100-61505	FIRE - Memberships	339.14	400.00	339.14	60.86
1-4-2100-61520	FIRE - Insurance	10,672.70	10,675.00	10,672.70	2.30
1-4-2100-61540	FIRE - Freight	771.62	750.00	771.62	-21.62
1-4-2100-61555	FIRE - Advertising	539.74	400.00	539.74	-139.74
1-4-2100-61565	FIRE - Training & Development	8,725.52	9,500.00	8,297.47	1,202.53
1-4-2100-61581	FIRE - Telephone\Fax Charges	2,948.25	3,500.00	2,897.37	602.63
1-4-2100-61582	FIRE - Pagers\Radios	2,068.91	4,200.00	2,068.91	2,131.09
1-4-2100-61583	FIRE - Phone Answering Service	1,527.14	3,500.00	1,527.14	1,972.86
1-4-2100-61584	FIRE - 911 Charges	1,180.91	1,350.00	1,180.91	169.09
1-4-2100-61799	FIRE - Interfunctional	0.00	0.00	0.00	0.00
1-4-2100-61915	FIRE - Transfer to Reserve Funds	0.00	0.00	0.00	0.00
Total FIRE		217,778.53	250,370.00	214,342.50	36,027.50
MLEO					
1-3-2400-51711	PS - Dog Licenses	-2,405.00	-2,300.00	-2,385.00	85.00
1-3-2400-51717	PS - Cat Licenses	-330.00	-300.00	-310.00	10.00
1-3-2400-51751	PS - Dog Fines	-705.00	-400.00	-705.00	305.00
1-3-2400-51752	PS - Parking Fines	0.00	-350.00	0.00	-350.00
1-3-2400-51753	PS - Other Fines	-100.00	-100.00	-100.00	0.00
1-3-2400-51754	PS - Cat Fines	-130.00	-100.00	-130.00	30.00
1-4-2400-61101	PS - Salaries	30,499.62	34,595.00	30,499.62	4,095.38
1-4-2400-61102	PS - Benefits	8,145.25	8,780.00	8,145.25	634.75
1-4-2400-61210	PS - Other Materials & Supplies	0.00	0.00	0.00	0.00
1-4-2400-61215	PS - Cleaning Materials & Supplies	110.99	100.00	110.99	-10.99
1-4-2400-61245	PS - Building Maint & Supplies	0.00	0.00	0.00	0.00
1-4-2400-61265	PS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-2400-61265	PS - Equip Maint & Repairs	750.16	800.00	750.16	49.84
1-4-2400-61505	PS - Memberships	110.00	110.00	110.00	0.00
1-4-2400-61520	PS - Insurance	472.34	475.00	472.34	2.66
1-4-2400-61535	PS - Pound Supplies	469.09	600.00	469.09	130.91
1-4-2400-61555	PS - Advertising	140.81	150.00	140.81	9.19
1-4-2400-61565	PS - Training & Development	1,115.00	1,500.00	1,115.00	385.00
1-4-2400-61581	PS - Telephone\Fax Charges	585.87	600.00	534.99	65.01
1-4-2400-61790	PS - Other	849.59	800.00	669.59	130.41
1-4-2400-61799	PS - Interfunctional	0.00	0.00	0.00	0.00
Total MLEO		39,578.72	44,960.00	39,387.84	5,572.16
POLICING					
1-3-2600-51205	POL - Other Provincial Revenue	-12,570.54	-11,695.00	-12,570.54	875.54
1-4-2600-61703	POL - Grants & Levies	595,465.00	731,727.00	534,488.00	197,239.00
Total POLICING		582,894.46	720,032.00	521,917.46	198,114.54
TRANSPORTATION					
1-3-3100-51300	TRANS - Pit Royalties	0.00	0.00	0.00	0.00
1-3-3100-51310	TRANS - Custom Work	-1,813.87	-7,600.00	-1,813.87	-5,786.13
1-4-3100-61101	TRANS - Salaries	300,408.48	410,660.00	300,408.48	110,251.52
1-4-3100-61102	TRANS - Benefits	123,917.55	162,490.00	123,917.55	38,572.45
1-4-3100-61220	TRANS - Hydro	16,872.18	18,000.00	15,161.32	2,838.68

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General Operating Fund					
CC1					
1-4-3100-61225	TRANS - Propane	15,556.99	15,000.00	14,815.50	184.50
1-4-3100-61240	TRANS - Personnel	7,194.57	10,000.00	5,958.78	4,041.22
1-4-3100-61245	TRANS - Building Maint & Supplies	20,345.81	20,000.00	20,091.41	-91.41
1-4-3100-61260	TRANS -Roads Materials	15,180.65	15,000.00	15,180.65	-180.65
1-4-3100-61265	TRANS - Equip Maint & Repairs	4,848.15	5,000.00	4,848.15	151.85
1-4-3100-61265	TRANS - Equip Maint & Repairs	4,852.26	4,000.00	4,852.26	-852.26
1-4-3100-61265	TRANS - Equip Maint & Repairs	1,966.91	3,000.00	1,966.91	1,033.09
1-4-3100-61265	TRANS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	3,348.95	3,000.00	3,348.95	-348.95
1-4-3100-61265	TRANS - Equip Maint & Repairs	791.46	700.00	791.46	-91.46
1-4-3100-61265	TRANS - Equip Maint & Repairs	887.00	0.00	887.00	-887.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	8,744.23	12,000.00	8,744.23	3,255.77
1-4-3100-61265	TRANS - Equip Maint & Repairs	1,338.44	2,000.00	0.00	2,000.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	309.20	1,000.00	-27.61	1,027.61
1-4-3100-61265	TRANS - Equip Maint & Repairs	9,347.93	10,000.00	9,093.53	906.47
1-4-3100-61265	TRANS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	5,169.18	5,000.00	5,138.30	-138.30
1-4-3100-61265	TRANS - Equip Maint & Repairs	0.00	500.00	0.00	500.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	920.96	1,000.00	920.96	79.04
1-4-3100-61265	TRANS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	3,254.42	4,000.00	3,219.52	780.48
1-4-3100-61265	TRANS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	5,070.86	5,000.00	5,070.86	-70.86
1-4-3100-61265	TRANS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	15.42	0.00	15.42	-15.42
1-4-3100-61265	TRANS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	4,736.47	5,000.00	4,736.47	263.53
1-4-3100-61265	TRANS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-3100-61295	TRANS - Bulk Clear Diesel	7,772.60	4,000.00	5,800.80	-1,800.80
1-4-3100-61300	TRANS - Bulk Marked Diesel	13,901.45	1,500.00	11,816.39	-10,316.39
1-4-3100-61320	TRANS - Geco Townsite Shop	0.00	0.00	0.00	0.00
1-4-3100-61505	TRANS - Memberships	1,022.38	1,100.00	1,022.38	77.62
1-4-3100-61520	TRANS - Insurance	5,570.80	5,570.00	5,570.80	-0.80
1-4-3100-61555	TRANS - Advertising	1,556.83	1,500.00	1,556.83	-56.83
1-4-3100-61565	TRANS - Training & Development	5,475.75	6,000.00	4,349.98	1,650.02
1-4-3100-61581	TRANS - Telephone/Fax Charges	4,951.42	7,000.00	4,783.52	2,216.48
1-4-3100-61582	TRANS - Pagers/Radios	2,249.18	3,000.00	2,249.18	750.82
1-4-3100-61600	TRANS - Equipment Rental	0.00	2,000.00	0.00	2,000.00
1-4-3100-61650	TRANS - Asphalt Maintenance	15,264.01	15,000.00	15,264.01	-264.01
1-4-3100-61799	TRANS - Interfunctional	0.00	0.00	0.00	0.00
Total TRANSPORTATION		611,028.62	751,420.00	599,740.12	151,679.88
ROADWAYS					
1-4-3200-61101	WINTER - Salaries	53,592.79	66,000.00	53,592.79	12,407.21
1-4-3200-61102	WINTER - Benefits	10,039.88	7,600.00	10,039.88	-2,439.88
1-4-3200-61210	WINTER - Other Materials & Supplies	13,396.33	15,000.00	13,396.33	1,603.67
1-4-3200-61220	WINTER - Hydro	7,488.64	6,000.00	7,205.37	-1,205.37
1-4-3200-61520	WINTER - Insurance	319.09	320.00	319.09	0.91
1-4-3200-61600	WINTER - Equipment Rental	13,195.24	30,000.00	13,195.24	16,804.76
1-4-3200-61799	WINTER - Interfunctional	0.00	0.00	0.00	0.00
Total ROADWAYS		98,031.97	124,920.00	97,748.70	27,171.30
STREET LIGHTING					
1-4-3400-61101	STLIGHT - Salaries	4,105.75	2,000.00	4,105.75	-2,105.75
1-4-3400-61102	STLIGHT - Benefits	821.82	230.00	821.82	-591.82
1-4-3400-61210	STLIGHT - Other Materials & Supplie	15,747.66	20,000.00	15,747.66	4,252.34
1-4-3400-61220	STLIGHT - Hydro	24,508.09	35,000.00	24,508.09	10,491.91

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General Operating Fund						
	CC1					
1-4-3400-61600	STLIGHT - Equipment Rental	386.69	2,000.00	386.69	1,613.31	
Total STREET LIGHTING		45,570.01	59,230.00	45,570.01	13,659.99	
AIRPORT						
1-3-3500-51315	APT - Landing	-28,865.00	-20,000.00	-28,865.00	8,865.00	
1-3-3500-51316	APT - Parking	-603.00	-1,200.00	-603.00	-597.00	
1-3-3500-51317	APT - Rent	-6,236.09	-8,900.00	-6,236.09	-2,663.91	
1-3-3500-51318	APT - Fuel	-11,446.56	-33,000.00	-11,446.56	-21,553.44	
1-3-3500-51319	APT - Extended Services	-1,552.80	-5,000.00	-1,552.80	-3,447.20	
1-3-3500-51325	APT - Other	-294.00	0.00	-294.00	294.00	
1-3-3500-51326	APT - Forward Attack Base	0.00	0.00	0.00	0.00	
1-3-3500-51340	APT - Terminal Charges	-1,263.59	-1,500.00	-1,263.59	-236.41	
1-4-3500-61101	APT - Salaries	35,946.62	39,600.00	35,946.62	3,653.38	
1-4-3500-61102	APT - Benefits	6,380.20	7,380.00	6,421.56	958.44	
1-4-3500-61210	APT - Other Materials & Supplies	1,433.46	7,000.00	1,416.81	5,583.19	
1-4-3500-61220	APT - Hydro	11,961.17	8,000.00	10,727.76	-2,727.76	
1-4-3500-61225	APT - Propane	5,110.59	6,000.00	3,966.43	2,033.57	
1-4-3500-61245	APT - Building Maint & Supplies	5,691.55	5,000.00	5,691.55	-691.55	
1-4-3500-61249	APT - Forward Attack Base	0.00	0.00	0.00	0.00	
1-4-3500-61252	APT - Line Painting & Soil Testing	0.00	0.00	0.00	0.00	
1-4-3500-61265	APT - Equip Maint & Repairs	0.00	0.00	0.00	0.00	
1-4-3500-61265	APT - Equip Maint & Repairs	101	0.00	0.00	0.00	
1-4-3500-61265	APT - Equip Maint & Repairs	102	1,008.64	1,008.64	791.36	
1-4-3500-61265	APT - Equip Maint & Repairs	103	0.00	0.00	0.00	
1-4-3500-61265	APT - Equip Maint & Repairs	161	13,678.73	13,678.73	3,321.27	
1-4-3500-61265	APT - Equip Maint & Repairs	162	3,176.80	3,176.80	323.20	
1-4-3500-61265	APT - Equip Maint & Repairs	163	0.00	0.00	0.00	
1-4-3500-61265	APT - Equip Maint & Repairs	165	2,916.96	5,000.00	2,916.96	2,083.04
1-4-3500-61265	APT - Equip Maint & Repairs	199	1,156.09	1,000.00	1,156.09	-156.09
1-4-3500-61305	APT - Aviation Fuel	978.57	24,000.00	978.57	23,021.43	
1-4-3500-61310	APT - Gas\Diesel for Vehicles	779.12	3,000.00	779.12	2,220.88	
1-4-3500-61505	APT - Memberships	381.60	400.00	381.60	18.40	
1-4-3500-61520	APT - Insurance	5,391.43	5,395.00	5,391.43	3.57	
1-4-3500-61540	APT - Freight	86.54	1,000.00	71.40	928.60	
1-4-3500-61565	APT - Training & Development	2,309.95	3,000.00	2,309.95	690.05	
1-4-3500-61581	APT - Telephone\Fax Charges	5,050.62	3,600.00	4,903.17	-1,303.17	
1-4-3500-61582	APT - Pagers\Radios	270.00	1,000.00	270.00	730.00	
1-4-3500-61600	APT - Equipment Rental	0.00	0.00	0.00	0.00	
1-4-3500-61630	APT - Professional Fees - Consulting	0.00	0.00	0.00	0.00	
1-4-3500-61650	APT - Asphalt Maintenance	12,109.43	12,000.00	12,109.43	-109.43	
1-4-3500-61799	APT - Interfunctional	0.00	0.00	0.00	0.00	
Total AIRPORT		65,557.03	85,075.00	63,041.58	22,033.42	
WASTE WATER						
1-3-4100-51310	WW - Custom Work	-324.00	-2,010.00	-324.00	-1,686.00	
1-3-4100-51345	WW - Metered Fees	-196,057.15	-243,575.00	-196,052.29	-47,522.71	
1-4-4100-61153	WWATER - Debenture Payment	111,537.32	221,350.00	111,537.32	109,812.68	
1-4-4100-61156	WWATER - OSIFA Loan Interest	0.00	0.00	0.00	0.00	
1-4-4100-61162	WWATER - Interest - Internal Borrow	0.00	4,000.00	0.00	4,000.00	
1-4-4100-61210	WWATER - Other Materials & Suppli	7,026.96	10,000.00	6,602.46	3,397.54	
1-4-4100-61220	WWATER - Hydro	55,702.69	60,000.00	55,702.69	4,297.31	
1-4-4100-61245	WWATER - Equip Maint & Repairs	7,343.53	40,000.00	5,969.77	34,030.23	
1-4-4100-61265	WWATER - Equip Maint & Repairs	0.00	0.00	0.00	0.00	
1-4-4100-61520	WWATER - Insurance	3,102.03	3,105.00	3,102.03	2.97	
1-4-4100-61605	WWATER - Laboratory Testing	11,427.85	17,000.00	9,909.50	7,090.50	
1-4-4110-61101	SPHOUSE - Salaries	38,023.97	40,765.00	38,023.97	2,741.03	
1-4-4110-61102	SPHOUSE - Benefits	10,905.63	12,830.00	10,905.63	1,924.37	
1-4-4110-61600	SPHOUSE - Equipment Rental	6,587.95	7,000.00	6,587.95	412.05	
1-4-4120-61101	SEWER - Salaries	0.00	0.00	0.00	0.00	
1-4-4120-61102	SEWER - Benefits	0.00	0.00	0.00	0.00	
1-4-4120-61266	SEWER - Chamber Rehab	953.87	3,000.00	953.87	2,046.13	

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1-4-4120-61600	SEWER - Equipment Rental	0.00	3,000.00	0.00	3,000.00
1-4-4130-61101	LAGOON - Salaries	0.00	0.00	0.00	0.00
1-4-4130-61102	LAGOON - Benefits	0.00	0.00	0.00	0.00
1-4-4130-61600	LAGOON - Equipment Rental	0.00	3,000.00	0.00	3,000.00
Total WASTE WATER		56,230.65	179,465.00	52,918.90	126,546.10
WATER SYSTEM					
1-3-4300-51310	WS - Custom Work	-10,504.60	-4,020.00	-10,504.60	6,484.60
1-3-4300-51345	WS - Metered Fees	-267,970.66	-330,000.00	-267,964.03	-62,035.97
1-3-4300-51346	WS -Service Fees - Water Meters	-301.10	0.00	-301.10	301.10
1-3-4300-51348	WS - Flat Fee Revenue	-97,186.41	-129,228.00	-97,156.16	-32,071.84
1-3-4300-51790	WS - Other Revenue	-7,207.00	0.00	-7,207.00	7,207.00
1-4-4300-61161	WSYS - Uncollectible Accounts Expe	44,851.02	5,000.00	44,851.02	-39,851.02
1-4-4300-61210	WSYS - Other Materials & Supplies	41,729.24	40,000.00	41,716.08	-1,716.08
1-4-4300-61220	WSYS - Hydro	55,396.72	57,000.00	54,692.54	2,307.46
1-4-4300-61245	WSYS - Building Maint & Supplies	10,736.83	10,000.00	8,155.56	1,844.44
1-4-4300-61250	WSYS - Billing & Admin./Neptune	0.00	0.00	0.00	0.00
1-4-4300-61265	WSYS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-4300-61265	WSYS - Equip Maint & Repairs	111	4,304.52	4,304.52	-1,304.52
1-4-4300-61265	WSYS - Equip Maint & Repairs	148	1,158.79	1,158.79	1,841.21
1-4-4300-61265	WSYS - Equip Maint & Repairs	149	0.00	0.00	3,000.00
1-4-4300-61265	WSYS - Equip Maint & Repairs	150	0.00	0.00	0.00
1-4-4300-61265	WSYS - Equip Maint & Repairs	171	0.00	0.00	0.00
1-4-4300-61267	WSYS - Piping Repairs	84,866.10	10,000.00	82,823.08	-72,823.08
1-4-4300-61520	WSYS - Insurance	5,415.17	5,415.00	5,415.17	-0.17
1-4-4300-61565	WSYS - Training & Development	6,550.09	10,000.00	6,550.09	3,449.91
1-4-4300-61605	WSYS - Laboratory Testing	17,156.54	25,000.00	17,121.92	7,878.08
1-4-4300-61915	WSYS - Transfer to Reserve Funds	0.00	0.00	0.00	0.00
1-4-4310-61101	WPHOUSE - Salaries	151,011.58	95,115.00	151,011.58	-55,896.58
1-4-4310-61102	WPHOUSE - Benefits	36,945.97	29,950.00	36,945.97	-6,995.97
1-4-4310-61600	WPHOUSE - Equipment Rental	15.19	3,000.00	15.19	2,984.81
1-4-4320-61101	WBREAKS - Salaries	0.00	0.00	0.00	0.00
1-4-4320-61102	WBREAKS - Benefits	0.00	0.00	0.00	0.00
1-4-4320-61251	WBREAKS - Watermain Swab	20,000.00	22,000.00	20,000.00	2,000.00
1-4-4320-61600	WBREAKS - Equipment Rental	8,984.29	5,000.00	8,984.29	-3,984.29
1-4-4330-61101	HYDR - Salaries	0.00	0.00	0.00	0.00
1-4-4330-61102	HYDR - Benefits	0.00	0.00	0.00	0.00
1-4-4330-61600	HYDR - Equipment Rental	4,672.63	5,000.00	4,672.63	327.37
Total WATER SYSTEM		110,624.91	-131,768.00	105,285.54	-237,053.54
GARBAGE COLLECTION					
1-3-4400-51791	GARB - Hazardous Waste Revenue	-2,965.70	-4,000.00	-2,965.70	-1,034.30
1-3-4400-51793	GARB - Dumpsters Revenue	-2,310.00	-2,660.00	-2,310.00	-350.00
1-3-4400-51800	GARB - Freon Removal	0.00	-250.00	0.00	-250.00
1-4-4400-61101	GARB - Salaries	59,812.13	56,800.00	59,812.13	-3,012.13
1-4-4400-61102	GARB - Benefits	11,713.27	6,535.00	11,713.27	-5,178.27
1-4-4400-61248	GARB - Trailer Court Clean Up	0.00	0.00	0.00	0.00
1-4-4400-61253	GARB - Dumpster Repairs	0.00	5,000.00	0.00	5,000.00
1-4-4400-61255	GARB - Hazardous Waste Clean Up	5,563.83	8,000.00	0.00	8,000.00
1-4-4400-61265	GARB - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-4400-61265	GARB - Equip Maint & Repairs	114	0.00	0.00	0.00
1-4-4400-61265	GARB - Equip Maint & Repairs	142	0.00	0.00	0.00
1-4-4400-61265	GARB - Equip Maint & Repairs	171	9,710.07	9,710.07	289.93
1-4-4400-61520	GARB - Insurance	813.00	815.00	813.00	2.00
1-4-4400-61600	GARB - Equipment Rental	1,882.69	1,000.00	1,882.69	-882.69
Total GARBAGE COLLECTION		84,219.29	81,240.00	78,655.46	2,584.54
GARBAGE DISPOSAL					
1-3-4500-51791	LF - Hazardous Waste Revenue	0.00	0.00	0.00	0.00
1-3-4500-51794	LF - Tipping Fees	-15,639.66	-10,000.00	-15,573.66	5,573.66

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	CC1				
1-4-4500-61101	LF - Salaries	28,347.27	36,650.00	28,347.27	8,302.73
1-4-4500-61102	LF - Benefits	5,026.53	4,215.00	5,026.53	-811.53
1-4-4500-61210	LF - Other Materials & Supplies	2,452.77	4,000.00	2,322.92	1,677.08
1-4-4500-61254	LF - Quarterly Sampling	25,424.90	42,000.00	18,242.36	23,757.64
1-4-4500-61265	LF - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-4500-61265	LF - Equip Maint & Repairs	114	8,133.81	5,000.00	8,118.67
1-4-4500-61265	LF - Equip Maint & Repairs	150	4,315.72	3,000.00	4,315.72
1-4-4500-61265	LF - Equip Maint & Repairs	171	244.36	0.00	0.00
1-4-4500-61600	LF - Equipment Rental	0.00	5,000.00	0.00	5,000.00
1-4-4500-61601	LF - Freon Removal	0.00	0.00	0.00	0.00
1-4-4500-61800	LF - Landfill Closure & Post Closure	0.00	0.00	0.00	0.00
1-4-4500-61805	LF - Landfill Closure & Post Closure	0.00	0.00	0.00	0.00
1-4-4500-61915	LF - Transfer to Reserve Funds	0.00	0.00	0.00	0.00
Total GARBAGE DISPOSAL		58,305.70	89,865.00	50,799.81	39,065.19
NWMO					
1-3-4600-51325	NW - Other	0.00	-75,000.00	0.00	-75,000.00
1-4-4600-61101	NW - Salaries	0.00	15,500.00	0.00	15,500.00
1-4-4600-61102	NW - Benefits	0.00	4,865.00	0.00	4,865.00
1-4-4600-61210	NW - Other Materials & Supplies	776.55	54,635.00	776.55	53,858.45
Total NWMO		776.55	0.00	776.55	-776.55
HEALTH SERVICES					
1-4-5100-61703	HEALTH - Grants & Levies	48,644.00	48,644.00	44,594.00	4,050.00
1-4-5100-61798	HEALTH - Ambulance Service	25,782.00	36,216.00	25,782.00	10,434.00
1-4-6300-61703	DSSAB - Grants & Levies	73,861.00	77,425.00	67,592.00	9,833.00
Total HEALTH SERVICES		148,287.00	162,285.00	137,968.00	24,317.00
CEMETARY					
1-3-5500-51340	EDC - Legal	0.00	0.00	0.00	0.00
1-3-5500-51350	CEM - Lot Sales	-200.00	-400.00	-200.00	-200.00
1-3-5500-51351	CEM - Other	-2,822.77	0.00	-2,822.77	2,822.77
1-4-5500-61101	CEM - Salaries	1,846.60	3,000.00	1,846.60	1,153.40
1-4-5500-61102	CEM - Benefits	358.38	345.00	358.38	-13.38
1-4-5500-61210	CEM - Other Materials & Supplies	63.09	1,000.00	63.09	936.91
1-4-5500-61790	CEM - Other	0.00	0.00	0.00	0.00
Total CEMETARY		-754.70	3,945.00	-754.70	4,699.70
PARKS					
1-4-7100-61101	PARKS - Salaries	14,158.14	15,725.00	14,158.14	1,566.86
1-4-7100-61102	PARKS - Benefits	1,561.23	1,850.00	1,561.23	288.77
1-4-7100-61210	PARKS - Other Materials & Supplies	2,512.66	900.00	2,512.66	-1,612.66
1-4-7100-61265	PARKS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-7100-61265	PARKS - Equip Maint & Repairs	184	433.09	1,100.00	433.09
1-4-7100-61282	PARKS - Beautification	5,883.04	6,000.00	883.04	5,116.96
1-4-7100-61310	PARKS - Gas/Diesel for Vehicles	133.73	500.00	133.73	366.27
1-4-7100-61520	PARKS - Insurance	567.18	570.00	567.18	2.82
1-4-7100-61790	PARKS - Other	87.28	500.00	87.28	412.72
1-4-7100-61799	PARKS - Interfunctional	0.00	0.00	0.00	0.00
1-4-7110-61210	BEACH - Other Supplies & Materials	0.00	700.00	0.00	700.00
1-4-7120-61210	PLYGRND - Other Materials & Suppli	0.00	10,000.00	0.00	10,000.00
Total PARKS		25,336.35	37,845.00	20,336.35	17,508.65
COMMUNITY CENTER					
1-3-1200-51485	Employment Grants	0.00	0.00	0.00	0.00
1-3-7200-51355	CCENTER - Arena	-9,535.27	-18,000.00	-9,463.27	-8,536.73
1-3-7200-51360	CCENTER - Auditorium	-1,818.82	-3,200.00	-1,818.82	-1,381.18
1-3-7200-51370	CCENTER - Curling Rink	-3,992.76	-6,725.00	-3,992.76	-2,732.24

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1-3-7200-51380	CCENTER - Other Facilities	-2,316.75	-900.00	-2,316.75	1,416.75
1-3-7200-51415	CCENTER - Tent Rental	0.00	0.00	0.00	0.00
1-3-7200-51450	CCENTER - Weight Room	-3,735.50	-7,465.00	-3,735.50	-3,729.50
1-3-7200-51480	CCENTER - Other Revenue	-580.80	-300.00	-580.80	280.80
1-4-7200-61101	CCENTER - Salaries	123,341.36	125,845.00	123,341.36	2,503.64
1-4-7200-61102	CCENTER - Benefits	39,053.53	41,240.00	33,231.51	8,008.49
1-4-7200-61220	CCENTER - Hydro	73,216.03	83,000.00	73,178.74	9,821.26
1-4-7200-61225	CCENTER - Propane	19,137.71	20,000.00	15,159.25	4,840.75
1-4-7200-61230	CCENTER - Oil	38,002.75	50,000.00	36,426.98	13,573.02
1-4-7200-61240	CCENTER - Personnel	946.61	1,900.00	702.19	1,197.81
1-4-7200-61245	CCENTER - Building Maint & Supplie	40,165.63	70,000.00	37,126.01	32,873.99
1-4-7200-61265	CCENTER - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-7200-61265	CCENTER - Equip Maint & Repairs	181	822.04	750.55	1,249.45
1-4-7200-61265	CCENTER - Equip Maint & Repairs	182	0.00	0.00	0.00
1-4-7200-61265	CCENTER - Equip Maint & Repairs	183	943.38	943.38	-443.38
1-4-7200-61265	CCENTER - Equip Maint & Repairs	185	1,520.08	1,520.08	-520.08
1-4-7200-61520	CCENTER - Insurance	7,830.41	7,830.00	7,830.41	-0.41
1-4-7200-61565	CCENTER - Training & Development	0.00	4,000.00	0.00	4,000.00
1-4-7200-61581	CCENTER - Telephone\Fax Charges	2,564.70	3,200.00	2,544.35	655.65
1-4-7200-61582	CCENTER - Pagers\Radios	320.15	800.00	320.15	479.85
1-4-7200-61630	CCENTER - Professional Fees - Con	9,517.11	12,470.00	9,517.11	2,952.89
1-4-7200-61799	CCENTER - Interfunctional	0.00	0.00	0.00	0.00
1-4-7200-61915	CCENTER - Transfer to Reserve Fun	0.00	0.00	0.00	0.00
Total COMMUNITY CENTER		335,401.59	387,195.00	320,684.17	66,510.83
PROGRAMS					
1-3-7300-51206	PROG - Other Canada Revenue	-5,750.00	-500.00	-5,750.00	5,250.00
1-3-7300-51401	PROG - Community Living Pass	0.00	0.00	0.00	0.00
1-3-7300-51445	PROG - Recreation Programs	-13,109.27	-12,000.00	-17,809.97	5,809.97
1-3-7300-51446	PROG - Special Events	-6,041.59	-9,500.00	-1,340.89	-8,159.11
1-3-7300-51450	PROG - Weight Room	0.00	0.00	0.00	0.00
1-3-7300-51485	PROG - Employment Grants	-22,965.00	-22,500.00	-22,965.00	465.00
1-3-7300-51735	PROG - Ballfield	0.00	0.00	0.00	0.00
1-4-7300-61101	PROG - Salaries	14,841.24	28,420.00	14,841.24	13,578.76
1-4-7300-61102	PROG - Benefits	1,579.50	1,935.00	1,579.50	355.50
1-4-7300-61275	PROG - Program Materials & Supplie	7,326.26	5,000.00	7,462.26	-2,462.26
1-4-7300-61280	PROG - Special Events Materials & S	14,235.54	16,000.00	13,914.41	2,085.59
1-4-7300-61520	PROG - Insurance	113.61	115.00	113.61	1.39
1-4-7300-61555	PROG - Advertising	1,425.06	3,000.00	1,249.86	1,750.14
1-4-7300-61565	PROG - Training & Development	0.00	450.00	0.00	450.00
1-4-7300-61790	PROG - Other	0.00	0.00	0.00	0.00
Total PROGRAMS		-8,344.65	10,420.00	-8,704.98	19,124.98
RECREATION ADMINISTRATION					
1-4-7400-61101	RECADMIN - Salaries	132,797.64	159,675.00	132,797.64	26,877.36
1-4-7400-61102	RECADMIN - Benefits	50,822.13	56,315.00	50,822.13	5,492.87
1-4-7400-61210	RECADMIN - Other Materials & Supp	0.00	1,000.00	0.00	1,000.00
1-4-7400-61243	RECADMIN - Relocation Expense	0.00	0.00	0.00	0.00
1-4-7400-61505	RECADMIN - Memberships	1,841.09	2,100.00	641.09	1,458.91
1-4-7400-61555	RECADMIN - Advertising	152.64	1,000.00	152.64	847.36
1-4-7400-61565	RECADMIN - Training & Developmen	4,025.93	6,000.00	4,975.93	1,024.07
1-4-7400-61581	RECADMIN - Telephone\Fax Charges	559.68	1,600.00	508.80	1,091.20
1-4-7400-61790	RECADMIN -Other	0.00	0.00	0.00	0.00
Total RECREATION ADMINISTRATION		190,199.11	227,690.00	189,898.23	37,791.77
POOL					
1-3-7500-51245	POOL - Daily Fees	0.00	-100.00	0.00	-100.00
1-3-7500-51430	POOL - Family Membership	0.00	0.00	0.00	0.00
1-3-7500-51435	POOL - Lesson Registration	-4,602.60	-3,000.00	-4,602.60	1,602.60
1-3-7500-51440	POOL - Rental	-106.20	-150.00	-106.20	-43.80

TOWNSHIP OF MANITOUWADGE
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		CURR PERIOD ACTUAL	ANNUAL BUDGET	YTD ACTUAL	REMAINING BUDGET
General Operating Fund					
	CC1				
1-4-7500-61101	POOL -Salaries	35,323.48	37,525.00	35,323.48	2,201.52
1-4-7500-61102	POOL -Benefits	3,313.01	4,420.00	3,313.01	1,106.99
1-4-7500-61210	POOL -Other Materials & Supplies	1,504.25	2,500.00	1,327.94	1,172.06
1-4-7500-61225	POOL -Propane	8,540.88	12,000.00	8,540.88	3,459.12
1-4-7500-61245	POOL -Building Maint & Supplies	212.55	4,800.00	212.55	4,587.45
1-4-7500-61325	POOL -Chemicals	3,279.18	4,800.00	3,279.18	1,520.82
1-4-7500-61520	POOL -Insurance	362.50	365.00	362.50	2.50
1-4-7500-61555	POOL -Advertising	0.00	300.00	0.00	300.00
1-4-7500-61565	POOL -Training & Development	0.00	0.00	0.00	0.00
1-4-7500-61581	POOL -Telephone\Fax Charges	638.04	800.00	638.04	161.96
1-4-7500-61790	POOL -Other	230.00	200.00	255.07	-55.07
Total POOL		48,695.09	64,460.00	48,543.85	15,916.15
GOLF COURSE					
1-3-7600-51384	GOLF - Sale of Merchandise	-12.50	-1,000.00	-12.50	-987.50
1-3-7600-51385	GOLF- Tournament Fees	-1,380.60	-1,000.00	-1,380.60	380.60
1-3-7600-51390	GOLF - Green Fees	-11,822.43	-12,000.00	-11,822.43	-177.57
1-3-7600-51395	GOLF - Tournament Green Fees	0.00	0.00	0.00	0.00
1-3-7600-51400	GOLF - Passes & Coupons	-7,405.40	-4,500.00	-7,405.40	2,905.40
1-3-7600-51405	GOLF - Trail Fees	-3,436.19	-3,000.00	-3,436.19	436.19
1-3-7600-51410	GOLF - Memberships	-21,683.24	-33,000.00	-21,683.24	-11,316.76
1-3-7600-51411	GOLF - Clubhouse Rental	0.00	0.00	0.00	0.00
1-3-7600-51412	GOLF - Cart Rental	-5,024.72	-6,000.00	-5,024.72	-975.28
1-3-7600-51413	GOLF - Locker Rentals	-79.65	-250.00	-26.55	-223.45
1-3-7600-51417	GOLF - Club Rentals	0.00	-100.00	0.00	-100.00
1-4-7600-61101	GOLF - Salaries	62,109.04	64,385.00	62,109.04	2,275.96
1-4-7600-61102	GOLF - Benefits	12,003.22	10,270.00	12,003.22	-1,733.22
1-4-7600-61210	GOLF - Other Materials & Supplies	15,000.53	14,500.00	14,963.94	-463.94
1-4-7600-61220	GOLF - Hydro	3,972.84	5,400.00	3,659.38	1,740.62
1-4-7600-61225	GOLF - Propane	0.00	0.00	0.00	0.00
1-4-7600-61245	GOLF - Building Maint & Supplies	7,624.41	8,000.00	5,675.77	2,324.23
1-4-7600-61265	GOLF - Equip Maint & Repairs	3.64	0.00	3.64	-3.64
1-4-7600-61265	GOLF - Equip Maint & Repairs	184	0.00	0.00	0.00
1-4-7600-61265	GOLF - Equip Maint & Repairs	186	540.75	540.75	-40.75
1-4-7600-61265	GOLF - Equip Maint & Repairs	193	496.12	496.12	-496.12
1-4-7600-61265	GOLF - Equip Maint & Repairs	194	0.00	0.00	0.00
1-4-7600-61265	GOLF - Equip Maint & Repairs	195	34.81	34.81	465.19
1-4-7600-61265	GOLF - Equip Maint & Repairs	196	0.00	0.00	200.00
1-4-7600-61265	GOLF - Equip Maint & Repairs	198	17.29	17.29	682.71
1-4-7600-61265	GOLF - Equip Maint & Repairs	199	0.00	0.00	300.00
1-4-7600-61265	GOLF - Equip Maint & Repairs	204	497.92	497.92	702.08
1-4-7600-61310	GOLF - Gas\Diesel for Vehicles	2,222.23	2,500.00	2,222.23	277.77
1-4-7600-61520	GOLF - Insurance	82.51	85.00	82.51	2.49
1-4-7600-61525	GOLF - Inspections	0.00	700.00	0.00	700.00
1-4-7600-61532	GOLF - Golf Merchandise	0.00	1,000.00	0.00	1,000.00
1-4-7600-61555	GOLF - Advertising	55.56	700.00	55.56	644.44
1-4-7600-61565	GOLF - Training & Development	1,419.03	1,000.00	1,419.03	-419.03
1-4-7600-61581	GOLF - Telephone\Fax Charges	0.00	0.00	0.00	0.00
1-4-7600-61600	GOLF - Equipment Rental	0.00	200.00	0.00	200.00
1-4-7600-61625	GOLF - Volunteer Recognition	0.00	0.00	0.00	0.00
1-4-7600-61790	GOLF - Other	0.00	0.00	0.00	0.00
1-4-7600-61799	GOLF - Interfunctional	0.00	0.00	0.00	0.00
Total GOLF COURSE		55,235.17	51,290.00	52,989.58	-1,699.58
COMMUNITY CLUBHOUSE					
1-3-7610-51412	COMCLUB - Cart Rentals	0.00	0.00	0.00	0.00
1-3-7610-51413	COMCLUB - Locker Rentals	0.00	0.00	-53.10	53.10
1-3-7610-51414	COMCLUB - Liquor Sales	-10,797.05	-13,000.00	-10,797.05	-2,202.95
1-3-7610-51416	COMCLUB - Food Sales	-10,532.61	-9,000.00	-10,532.61	1,532.61
1-3-7610-51790	COMCLUB - Other Revenue	-1,297.82	-1,680.00	-1,297.82	-382.18
1-4-7610-61101	CLUBHOUSE - Salaries	24,874.37	25,785.00	24,874.37	910.63

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		CURR PERIOD ACTUAL	ANNUAL BUDGET	YTD ACTUAL	REMAINING BUDGET
General Operating Fund					
	CC1				
1-4-7610-61102	CLUBHOUSE - Benefits	2,715.01	3,035.00	2,715.01	319.99
1-4-7610-61206	CLUBHOUSE - Food	7,113.52	6,000.00	7,113.52	-1,113.52
1-4-7610-61210	CLUBHOUSE - Other Materials & Suj	147.91	1,000.00	145.87	854.13
1-4-7610-61220	CLUBHOUSE - Hydro	4,039.03	5,500.00	3,789.08	1,710.92
1-4-7610-61225	CLUBHOUSE - Propane	4,087.56	3,200.00	4,087.56	-887.56
1-4-7610-61245	CLUBHOUSE - Building Maint & Sup	16,911.58	16,000.00	17,210.86	-1,210.86
1-4-7610-61265	CLUBHOUSE - Equip Maint & Repair	0.00	500.00	0.00	500.00
1-4-7610-61520	CLUBHOUSE - Insurance	556.78	560.00	556.78	3.22
1-4-7610-61530	CLUBHOUSE - Licenses\Fees	299.28	1,000.00	0.00	1,000.00
1-4-7610-61531	CLUBHOUSE - Liquor	5,457.50	6,500.00	5,457.50	1,042.50
1-4-7610-61581	CLUBHOUSE - Telephone	997.36	1,000.00	997.36	2.64
Total COMMUNITY CLUBHOUSE		44,572.42	46,400.00	44,267.33	2,132.67
SKI HILL					
1-3-7700-51411	SKI - Clubhouse Rental	-853.58	-250.00	-853.58	603.58
1-3-7700-51416	SKI - Food Sales	0.00	0.00	0.00	0.00
1-3-7700-51460	SKI - Memberships	-2,577.08	-6,000.00	-2,320.44	-3,679.56
1-3-7700-51465	SKI - Daily Passes	-12,676.10	-13,000.00	-12,676.10	-323.90
1-3-7700-51470	SKI - Hill Rental	0.00	-200.00	0.00	-200.00
1-3-7700-51480	SKI - Other Revenue	-450.00	0.00	-450.00	450.00
1-3-7700-51510	SKI - Donations	0.00	0.00	0.00	0.00
1-4-7700-61101	SKI - Salaries	38,565.68	41,310.00	38,565.68	2,744.32
1-4-7700-61102	SKI - Benefits	4,412.84	4,865.00	4,412.84	452.16
1-4-7700-61206	SKI - Food	0.00	0.00	0.00	0.00
1-4-7700-61220	SKI - Hydro	11,343.89	20,000.00	11,048.94	8,951.06
1-4-7700-61225	SKI - Propane	7,849.44	7,500.00	6,742.00	758.00
1-4-7700-61245	SKI - Building Maint & Supplies	3,809.39	9,000.00	4,371.36	4,628.64
1-4-7700-61265	SKI - Equip Maint & Repairs	186.07	0.00	167.81	-167.81
1-4-7700-61265	SKI - Equip Maint & Repairs	181	0.00	0.00	0.00
1-4-7700-61265	SKI - Equip Maint & Repairs	211	0.00	0.00	0.00
1-4-7700-61265	SKI - Equip Maint & Repairs	212	552.81	552.81	-52.81
1-4-7700-61265	SKI - Equip Maint & Repairs	213	2,384.20	1,926.28	-426.28
1-4-7700-61265	SKI - Equip Maint & Repairs	214	3,372.66	4,500.00	2,811.29
1-4-7700-61265	SKI - Equip Maint & Repairs	216	0.00	1,000.00	1,000.00
1-4-7700-61265	SKI - Equip Maint & Repairs	217	0.00	0.00	0.00
1-4-7700-61265	SKI - Equip Maint & Repairs	218	807.17	807.17	42.83
1-4-7700-61265	SKI - Equip Maint & Repairs	219	2,702.41	5,000.00	2,297.59
1-4-7700-61265	SKI - Equip Maint & Repairs	221	539.29	800.00	260.71
1-4-7700-61275	SKI - Program Materials & Supplies	52.62	2,000.00	52.62	1,947.38
1-4-7700-61520	SKI - Insurance	2,753.05	2,755.00	2,753.05	1.95
1-4-7700-61530	SKI - Licenses\Fees	609.40	1,500.00	859.40	640.60
1-4-7700-61555	SKI - Advertising	916.41	1,500.00	518.13	981.87
1-4-7700-61565	SKI - Training & Development	844.28	4,500.00	844.28	3,655.72
1-4-7700-61581	SKI - Telephone\Fax Charges	625.42	1,100.00	625.42	474.58
1-4-7700-61790	SKI - Other	598.25	450.00	598.25	-148.25
1-4-7700-61799	SKI - Interfunctional	0.00	0.00	0.00	0.00
Total SKI HILL		66,368.52	91,180.00	63,476.33	27,703.67
LIBRARY					
1-3-7900-51205	LIB - Other Provincial Revenue	0.00	-7,095.00	0.00	-7,095.00
1-3-7900-51480	LIB - Other Revenue	-2,201.00	-3,400.00	-2,201.00	-1,199.00
1-3-7900-51485	LIB - Employment Grants	-2,525.01	-3,450.00	-2,525.01	-924.99
1-3-7900-51500	LIB - Membership	-31.00	-60.00	-31.00	-29.00
1-3-7900-51505	LIB - Overdue Items	-439.50	-400.00	-439.50	39.50
1-3-7900-51510	LIB - Donations	-1,796.50	-1,100.00	-1,796.50	696.50
1-3-7900-51515	LIB - Lost/Damaged Materials	-17.00	-50.00	-17.00	-33.00
1-3-7900-51782	LIB - Photocopying	-1,072.75	-1,500.00	-1,072.75	-427.25
1-3-7900-51783	LIB - Phone & Fax	-1,549.55	-1,400.00	-1,549.55	149.55
1-4-7900-61101	LIB - Salaries	84,822.20	89,750.00	84,822.20	4,927.80
1-4-7900-61102	LIB - Benefits	24,474.73	29,600.00	24,489.63	5,110.37
1-4-7900-61156	LIB - Bank Charges	116.75	50.00	116.75	-66.75

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1-4-7900-61205	LIB - Office Materials & Supplies	1,293.28	1,400.00	666.66	733.34
1-4-7900-61210	LIB - Computer Materials & Supplies	928.51	1,000.00	928.51	71.49
1-4-7900-61235	LIB - Publications	7,519.44	8,000.00	7,406.35	593.65
1-4-7900-61245	LIB - Building Maint & Supplies	0.00	0.00	0.00	0.00
1-4-7900-61246	LIB - Computer Maintenance & Repai	0.00	500.00	0.00	500.00
1-4-7900-61265	LIB - Equip Maint & Repairs	0.00	100.00	0.00	100.00
1-4-7900-61270	LIB - Promotional Materials	173.24	400.00	173.24	226.76
1-4-7900-61505	LIB - Memberships	650.88	600.00	650.88	-50.88
1-4-7900-61520	LIB - Insurance	1,950.00	1,950.00	1,950.00	0.00
1-4-7900-61545	LIB - Legal	0.00	0.00	0.00	0.00
1-4-7900-61550	LIB - Audit	0.00	1,000.00	0.00	1,000.00
1-4-7900-61565	LIB - Training & Development	2,228.86	2,000.00	2,228.86	-228.86
1-4-7900-61580	LIB - Postage	256.80	200.00	188.34	11.66
1-4-7900-61581	LIB - Telephone\Fax Charges	1,040.80	1,300.00	1,040.80	259.20
1-4-7900-61600	LIB - Equipment Rental	35.73	100.00	35.73	64.27
1-4-7900-61703	LIB - Grants & Levies	0.00	0.00	0.00	0.00
1-4-7900-61915	LIB - Transfer to Reserve Funds	0.00	0.00	0.00	0.00
Total LIBRARY		115,858.91	119,495.00	115,065.64	4,429.36
BUILDING					
1-3-8100-51480	BLDG - Other Revenue	0.00	0.00	0.00	0.00
1-3-8100-51485	BLDG - Employment Grants	0.00	0.00	0.00	0.00
1-3-8100-51713	BLDG - Building Permits	-6,697.60	-3,000.00	-6,697.60	3,697.60
1-3-8100-51714	BLDG - Building Inspections	-1,800.00	-2,000.00	-1,725.00	-275.00
1-3-8100-51790	BLDG - Other Revenue	0.00	0.00	0.00	0.00
1-4-8100-61205	BLDG - Office Materials & Supplies	333.15	450.00	333.15	116.85
1-4-8100-61265	BLDG - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-8100-61265	BLDG - Equip Maint & Repairs	624.50	800.00	624.50	175.50
1-4-8100-61505	BLDG - Memberships	387.71	400.00	387.71	12.29
1-4-8100-61565	BLDG - Training & Development	2,181.03	2,500.00	2,181.03	318.97
1-4-8100-61790	BLDG - Other	33.97	20,000.00	33.97	19,966.03
1-4-8100-62601	BLDG - Demolition Projects	0.00	0.00	0.00	0.00
Total BUILDING		-4,937.24	19,150.00	-4,862.24	24,012.24
PLANNING					
1-4-8110-61235	PLAN - Publications	0.00	100.00	0.00	100.00
1-4-8110-61565	PLAN - Training & Development	1,124.43	1,200.00	1,124.43	75.57
Total PLANNING		1,124.43	1,300.00	1,124.43	175.57
ECONOMIC DEVELOPMENT					
1-3-8200-51310	EDC - Custom Work	0.00	0.00	0.00	0.00
1-3-8200-51384	EDC - Sale of Merchandise	-167.22	-500.00	-167.22	-332.78
1-3-8200-51485	EDC - Employment Grants	-2,952.62	-2,800.00	-2,952.62	152.62
1-3-8200-51790	EDC - Other Revenue	0.00	-5,000.00	0.00	-5,000.00
1-4-8200-61101	EDC - Salaries	40,354.36	65,700.00	40,354.36	25,345.64
1-4-8200-61102	EDC - Benefits	12,724.84	24,240.00	12,724.84	11,515.16
1-4-8200-61205	EDC - Office Materials & Supplies	0.00	0.00	0.00	0.00
1-4-8200-61235	EDC - Publications	0.00	0.00	0.00	0.00
1-4-8200-61245	EDC - Maintenance & Supplies	7,619.43	12,800.00	7,619.43	5,180.57
1-4-8200-61265	EDC - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-8200-61265	EDC - Equip Maint & Repairs	580.23	145.00	580.23	-435.23
1-4-8200-61270	EDC - Promotional Materials	0.00	3,000.00	0.00	3,000.00
1-4-8200-61271	EDC - Project Materials and Supplies	0.00	0.00	0.00	0.00
1-4-8200-61275	EDC - Program Materials & Supplies	348.00	0.00	348.00	-348.00
1-4-8200-61276	EDC - Meetings: Supplies & Expense	0.00	100.00	0.00	100.00
1-4-8200-61280	EDC - Special Events Materials & Su	0.00	0.00	0.00	0.00
1-4-8200-61281	EDC - Website	0.00	0.00	0.00	0.00
1-4-8200-61505	EDC - Memberships	305.28	780.00	305.28	474.72
1-4-8200-61520	EDC - Insurance	104.39	105.00	104.39	0.61
1-4-8200-61545	EDC - Legal	0.00	0.00	0.00	0.00

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	CC1				
1-4-8200-61555	EDC - Advertising	2,532.45	8,150.00	2,532.45	5,617.55
1-4-8200-61565	EDC - Travel	360.22	3,500.00	360.22	3,139.78
1-4-8200-61581	EDC - Telephone\Fax Charges	1,303.66	2,000.00	1,303.66	696.34
1-4-8200-61630	EDC - Professional Fees - Consulting	0.00	2,000.00	0.00	2,000.00
1-4-8200-61631	EDC - NCIR Projects	0.00	0.00	0.00	0.00
1-4-8200-61790	EDC - Other	0.00	0.00	0.00	0.00
1-4-8200-61791	EDC - Community Marketing	3,865.47	10,800.00	1,957.47	8,842.53
Total ECONOMIC DEVELOPMENT		66,978.49	125,020.00	65,070.49	59,949.51
Total General Operating Fund		-1,410,581.52	121,902.00	-1,553,877.55	1,675,779.55

TOWNSHIP OF MANITOUWADGE
TRIAL BALANCE BY DEPARTMENT



GL5410

Date : Dec 03, 2014

Page : 13

Time : 4:33 pm

For Period Ending 30-Nov-2014

		CURR PERIOD ACTUAL	ANNUAL BUDGET	YTD ACTUAL	REMAINING BUDGET
Capital	CC1				
CAPITAL PROJECTS					
2-3-9000-52101	CAP - Capital Provincial Revenue	-22,268.78	-204,250.00	-22,268.78	-181,981.22
2-3-9000-52102	CAP - Capital Federal Revenue	0.00	-61,195.00	0.00	-61,195.00
2-3-9000-52103	CAP - COMRIF Grant	0.00	0.00	0.00	0.00
2-3-9000-52105	CAP - Proceeds from Long-Term Bor	0.00	0.00	0.00	0.00
2-3-9000-52106	CAP - Revenue - Federal Gas Tax	-121,902.29	-121,902.00	-121,902.29	0.29
2-3-9000-52107	CAP - Provincial Rehabilitation Projec	0.00	0.00	0.00	0.00
2-3-9000-52108	CAP - Other Capital Revenue	0.00	-29,981.00	0.00	-29,981.00
2-3-9100-52200	TSF - Reserve Fund tsf Administratio	0.00	-80,215.00	0.00	-80,215.00
2-3-9100-52205	TSF - Reserve Fund tsf Fire	0.00	0.00	0.00	0.00
2-3-9100-52206	TSF - Reserve Fund tsf Protective Se	0.00	0.00	0.00	0.00
2-3-9100-52210	TSF - Reserve Fund tsf Water	0.00	-2,198.00	0.00	-2,198.00
2-3-9100-52215	TSF - Reserve Fund tsf Landfill	0.00	0.00	0.00	0.00
2-3-9100-52220	TSF - Reserve Fund tsf Ski Hill	0.00	0.00	0.00	0.00
2-3-9100-52225	TSF - Reserve Fund tsf Community C	0.00	-255,500.00	0.00	-255,500.00
2-3-9100-52230	TSF - Reserve Fund tsf Airport	0.00	-143,050.00	0.00	-143,050.00
2-3-9100-52235	TSF - Reserve Fund tsf Roads	0.00	-182,049.00	0.00	-182,049.00
2-3-9100-52240	TSF - Reserve Fund tsf EDC	0.00	-25,725.00	0.00	-25,725.00
2-3-9100-52241	TSF - Reserve Fund to Building	0.00	-11,586.00	0.00	-11,586.00
2-3-9100-52305	TSF - Capital Revenue from Revenue	0.00	0.00	0.00	0.00
2-3-9100-52310	TSF - Revenue Fund tsf to Administr	0.00	0.00	0.00	0.00
2-3-9100-52317	TSF - Revenue Fund tsf to Protective	0.00	0.00	0.00	0.00
2-3-9100-52320	TSF - Revenue Fund tsf to Roads	0.00	0.00	0.00	0.00
2-3-9100-52325	TSF - Revenue Fund tsf to Street Ligl	0.00	0.00	0.00	0.00
2-3-9100-52330	TSF - Revenue Fund tsf to Airport	0.00	0.00	0.00	0.00
2-3-9100-52335	TSF - Revenue Fund tsf to Sewer Sys	0.00	0.00	0.00	0.00
2-3-9100-52340	TSF - Revenue Fund tsf to Water Sys	0.00	0.00	0.00	0.00
2-3-9100-52345	TSF - Revenue Fund tsf to Cemetary	0.00	0.00	0.00	0.00
2-3-9100-52350	TSF - Revenue Fund tsf to Communit	0.00	0.00	0.00	0.00
2-3-9100-52355	TSF - Revenue Fund tsf to Planning	0.00	0.00	0.00	0.00
2-3-9100-52360	TSF - Revenue Fund tsf to Clubhous	0.00	0.00	0.00	0.00
2-3-9100-52365	TSF - Revenue Fund tsf to Economic	0.00	0.00	0.00	0.00
2-4-1400-62105	ADMIN - Official Plan	0.00	20,215.00	0.00	20,215.00
2-4-1400-62106	ADMIN - Investing in Ontario Funds	0.00	0.00	0.00	0.00
2-4-1400-62107	ADMIN - Asset Management Plan	0.00	0.00	0.00	0.00
2-4-1400-62108	ADMIN - Boiler Replacement	83,443.46	60,000.00	83,443.46	-23,443.46
2-4-1400-62136	ADMIN - Software	0.00	0.00	0.00	0.00
2-4-1400-62137	ADMIN - Building Upgrades	0.00	29,981.00	0.00	29,981.00
2-4-1400-63112	ADMIN - Buildings Amort Expense	0.00	0.00	0.00	0.00
2-4-1400-63122	ADMIN - Furnishings Amort Expense	0.00	0.00	0.00	0.00
2-4-1400-63132	ADMIN - Infrastructure Amort Expens	0.00	0.00	0.00	0.00
2-4-1400-63152	ADMIN - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-1400-63162	ADMIN - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-1400-63172	ADMIN - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-2100-62154	FIRE - Bunker Suits	0.00	0.00	0.00	0.00
2-4-2100-62155	FIRE - SCBA RIT Connections	0.00	0.00	0.00	0.00
2-4-2100-63112	FIRE - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-2100-63122	FIRE - Furnishings Accum Amortizati	0.00	0.00	0.00	0.00
2-4-2100-63132	FIRE - Infrastructure Amort Expense	0.00	0.00	0.00	0.00
2-4-2100-63152	FIRE - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-2100-63162	FIRE - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-2100-63172	FIRE - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-2400-62146	PS - Cat Cages	0.00	0.00	0.00	0.00
2-4-2400-63112	PS - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-2400-63162	PS - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-2400-63172	PS - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-3100-62141	TRANS - Grader Replacement	5,895.44	175,000.00	5,895.44	169,104.56
2-4-3100-62142	TRANS - Gantry Crane	0.00	0.00	0.00	0.00
2-4-3100-62160	TRANS - Road Materials	0.00	0.00	0.00	0.00
2-4-3100-62220	TRANS - Rehabilitate Roads	0.00	0.00	0.00	0.00
2-4-3100-62221	PW - Vehicles	0.00	0.00	0.00	0.00
2-4-3100-62224	TRANS - Roads Upgrade	0.00	0.00	0.00	0.00
2-4-3100-63162	PW - Machinery Amort Expense	0.00	0.00	0.00	0.00

TOWNSHIP OF MANITOUWADGE
TRIAL BALANCE BY DEPARTMENT



For Period Ending 30-Nov-2014

		CURR PERIOD ACTUAL	ANNUAL BUDGET	YTD ACTUAL	REMAINING BUDGET
Capital	CC1				
2-4-3100-63172	PW - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-3200-63112	WINTER - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-3200-63132	WINTER - Infrastructure Amort Exper	0.00	0.00	0.00	0.00
2-4-3200-63152	WINTER - Land Improv Amort Expen	0.00	0.00	0.00	0.00
2-4-3200-63162	WINTER - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-3200-63172	WINTER - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-3400-63132	STLIGHT - Infrastructure Amort Expe	0.00	0.00	0.00	0.00
2-4-3500-62101	APT - Airport Improvement	0.00	408,495.00	0.00	408,495.00
2-4-3500-62102	APT - Fuel Tank	0.00	0.00	0.00	0.00
2-4-3500-63112	APT - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-3500-63132	APT - Infrastructure Amort Expense	0.00	0.00	0.00	0.00
2-4-3500-63152	APT - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-3500-63162	APT - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-3500-63172	APT - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-4100-63112	WWATER - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-4100-63132	WWATER - Infrastructure Amort Exp	0.00	0.00	0.00	0.00
2-4-4100-63162	WWATER - Machinery Amort Expen	0.00	0.00	0.00	0.00
2-4-4120-63112	SEWER - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-4120-63132	SEWER - Infrastructure Amort Expen	0.00	0.00	0.00	0.00
2-4-4120-63162	SEWER - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-4300-62137	WSYS - Waterworks Improvements	0.00	0.00	0.00	0.00
2-4-4300-62143	WSYS - Generator	28,144.56	0.00	28,144.56	-28,144.56
2-4-4300-62202	WSYS - Waterworks Improvements	0.00	0.00	0.00	0.00
2-4-4300-62203	WSYS - Leak Detection OSWAP 2	0.00	0.00	0.00	0.00
2-4-4300-62204	WSYS - Rehab Wells 1 & 5	0.00	0.00	0.00	0.00
2-4-4300-62205	WSYS - Lagoon Aeration Lines	0.00	0.00	0.00	0.00
2-4-4300-62206	WSYS - Water Pumphouse Roof	3,360.05	2,198.00	3,360.05	-1,162.05
2-4-4300-63112	WSYS - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-4300-63132	WSYS - Infrastructure Amort Expense	0.00	0.00	0.00	0.00
2-4-4300-63152	WSYS - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-4300-63162	WSYS - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-4400-63162	GARB - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-4400-63172	GARB - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-4500-62140	LF - Landfill Site MOE Orders	1,017.60	7,049.00	1,017.60	6,031.40
2-4-4500-62242	LF - Landfill Garage	0.00	0.00	0.00	0.00
2-4-4500-63112	LF - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-6200-63112	NS - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-6200-63152	NS - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-6200-63162	NS - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-6200-63172	NS - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-7100-62241	PARKS - Dock	0.00	0.00	0.00	0.00
2-4-7100-63152	PARKS - Land Improv Amort Expen	0.00	0.00	0.00	0.00
2-4-7200-62243	CCENTER - Arena Netting	0.00	0.00	0.00	0.00
2-4-7200-62481	REC - Heating Piping	31,844.74	50,500.00	31,844.74	18,655.26
2-4-7200-62482	REC - Ice Resufacer	0.00	75,000.00	0.00	75,000.00
2-4-7200-62485	CCENTER - Roof Repairs/Inspection	24,241.68	25,000.00	24,241.68	758.32
2-4-7200-62486	CCENTER - Building Audit	0.00	0.00	0.00	0.00
2-4-7200-63112	CCENTER - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-7200-63122	CCENTER - Furnishings Amort Expe	0.00	0.00	0.00	0.00
2-4-7200-63132	CCENTER - Infrastructure Amort Exp	0.00	0.00	0.00	0.00
2-4-7200-63152	CCENTER - Land Improv Amort Expt	0.00	0.00	0.00	0.00
2-4-7200-63162	CCENTER - Machinery Amort Expen:	0.00	0.00	0.00	0.00
2-4-7200-63172	CCENTER - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-7210-63152	RCENTER - Land Improv Amort Expt	0.00	0.00	0.00	0.00
2-4-7500-63112	POOL - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-7500-63152	POOL - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-7600-62484	GOLF - Storage Building	0.00	0.00	0.00	0.00
2-4-7600-62487	GOLF - Equipment	30,000.00	30,000.00	30,000.00	0.00
2-4-7600-63112	GOLF - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-7600-63122	GOLF - Furnishings Amort Expense	0.00	0.00	0.00	0.00
2-4-7600-63152	GOLF - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-7600-63162	GOLF - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-7600-63172	GOLF - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-7610-62479	CLUBHOUSE - Clubhouse Renovatic	0.00	0.00	0.00	0.00

TOWNSHIP OF MANITOUWADGE
TRIAL BALANCE BY DEPARTMENT



GL5410

Date : Dec 03, 2014

Page : 15

Time : 4:33 pm

For Period Ending 30-Nov-2014

		CURR PERIOD ACTUAL	ANNUAL BUDGET	YTD ACTUAL	REMAINING BUDGET
Capital	CC1				
2-4-7610-63112	CLUBHOUSE - Building Amort Exper	0.00	0.00	0.00	0.00
2-4-7700-62248	SKI - Snow Machine	0.00	0.00	0.00	0.00
2-4-7700-62487	SKI - Equipment	74,596.00	75,000.00	74,596.00	404.00
2-4-7700-63112	SKI - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-7700-63152	SKI - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-7700-63162	SKI - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-7700-63172	SKI - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-7900-63192	LIB - Collections Amort Expense	0.00	0.00	0.00	0.00
2-4-8100-62499	BLDG - Rehabilitation Project	0.00	1,848.00	0.00	1,848.00
2-4-8100-62601	BLDG - Demolition Projects	0.00	9,738.00	0.00	9,738.00
2-4-8200-62221	EDC - Vehicles	0.00	0.00	0.00	0.00
2-4-8200-62500	EDC - Signage	0.00	24,600.00	0.00	24,600.00
2-4-8200-62501	EDC - Studies	0.00	1,125.00	0.00	1,125.00
2-4-8200-63152	EDC - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-9100-62600	TSF - From Capital Fund to Reserves	0.00	0.00	0.00	0.00
2-4-9100-62605	TSF - From Capital Fund to Revenue	0.00	0.00	0.00	0.00
Total CAPITAL PROJECTS		138,372.46	-121,902.00	138,372.46	-260,274.46
Total Capital		138,372.46	-121,902.00	138,372.46	-260,274.46

MANITOUWADGE MUNICIPAL HOUSING CORPORATION

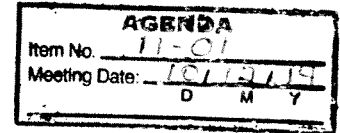
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

NOV 25 2014

October 20, 2014

THE BOARD OF DIRECTORS OF THE TOWNSHIP OF MANITOUWADGE

1. The meeting was called to order at 6:34p.m. (Resolution No. 14-572)



In attendance:	Kristine Costigan	Chairperson
	Lisa Jomphe	Vice-Chairperson
	Helen Williams	Secretary
	Donna Jaunzarins	Director
	Sheldon Plummer	Director
	John MacEachern	Director
	Rita Aguiar	Property Manager

Absent:

Jen Curtis	Director
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2. The Board reviewed the Confidentiality and Conflict of Interest policies.

3. The Minutes and Resolutions of the meeting held on Tuesday, September 16th, 2014 were reviewed by the Board and accepted. (Resolution No. 14-573)

4. **Property Manager's Report:**

The Property Manager's Report was provided to the Board.

5. **Vacant Unit Report:**

The Vacant Unit Report was provided to the Board.

6. **Tenant Request:**

8. **Board Discussion:**

- The Board discussed the review of policies.
- The Board reviewed the 2012 & 2013 AIR Settlement.
- The Board approved that Initiation to tender for snow removal be sent out.
- The Board discussed Graham Unit and Windows.
- The Board was updated on the current tenders.
- The November Meeting date was changed to accommodate the Board members travelling to ONPHA.
- The Budget "year to date" figures for September 2014 was presented to the Board members for review.
- The Bank Reconciliation for September/2014 was reviewed and signed by the Chairperson.

9. **Disbursements:**

Disbursement Sheet #14-07 from September 17th, to October 20th, 2014 in the amount of \$70,135.68 was reviewed by the Board and accepted. (Resolution No. 14-574)

10. **Correspondence:**

The Board reviewed the Correspondence received from September 17th, 2014 to October 20th, 2014.


11. **Additions:**


12. **Next Meeting:**

The next regular meeting will be held on Monday, November 24th, 2014 at 6:30 p.m. in the Meeting Room at the Township of Manitowadge Municipal Building.

13. **Adjournment:**

The meeting was adjourned at 7:15p.m. (Resolution No. 14-575)


Chairperson


Director

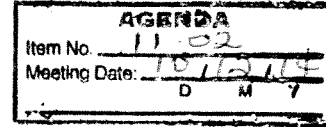
THUNDER BAY DISTRICT HEALTH UNIT

IRREGULAR

NOV 25 2014

THE CORPORATION OF
TOWN OF THUNDER BAY, ONTARIO

MINUTES OF MEETING: **BOARD OF HEALTH**
DATE: **OCTOBER 15, 2014**
TIME: **1:00 P.M.**
PLACE: **BOARD ROOM**
CHAIR: **MR. NORM GALE**



BOARD MEMBERS PRESENT:

Mr. J. Daiter
Mr. T. Fox
Mr. N. Gale
Ms. M. Harding
Mr. B. Kamphof
Mr. B. Krause
Mr. J. MacEachern
Mr. J. Masters
Ms. B. Metzler
Mr. A. Ruberto
Ms. L. Turk
Mr. J. Virdiramo

ADMINISTRATION PRESENT:

Mr. D. Heath, Chief Executive Officer
Dr. D. Williams, Medical Officer of Health
Dr. J. DeMille, Associate Medical Officer of Health
Mr. K. Allan, Director - Health Protection and Chief Nursing Officer
Ms. L. Roberts, Director – Health Promotion
Mr. L. Sieswerda, Manager – Environmental Health
Ms. B. Moro, Executive Assistant to the Medical Officer of Health and Chief Executive Officer and Secretary to the Board of Health

REGRETS:

Ms. G. Garbutt
Ms. D. Robinson

CALL TO ORDER

The Chair called the meeting to order at 1:00 p.m.

1. ATTENDANCE AND ANNOUNCEMENTS

- Reminder to submit RSVP for Christmas Dinner

2. DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

3. AGENDA APPROVAL

The following item was added to the agenda:

- Minutes of the Board of Health (Executive Committee) Meetings (Regular and Closed Session) held on September 17, 2014
- Memorandum from Ms. L. Roberts, Director – Health Protection, dated October 15, 2014, providing information relative to Public Health Pilot Project – Manitouwadge General Hospital

Resolution No.: 89 – 2014

MOVED BY: Mr. J. MacEachern
SECONDED BY: Mr. J. Virdiramo

THAT the Agenda for the Regular Board of Health Meeting to be held on October 15, 2014, be approved, as amended.

CARRIED

4. INFORMATION SESSION

4.1 Thunder Bay and Area Food Strategy

Ms. Catherine Schwartz-Mendez, Nutritionist at the TBDHU and Ms. Kendal Donahue, Coordinator – Thunder Bay and Area Food Strategy were in attendance to give a presentation relative to the above noted. A copy of the presentation was provided for information.

5. MINUTES OF THE PREVIOUS MEETINGS

5.1 Thunder Bay District Board of Health

The Minutes of the Thunder Bay District Board of Health (Regular and Closed Sessions) Meetings held on September 17, 2014, to be approved.

Resolution No.: 90 – 2014

MOVED BY: Mr. J. Virdiramo
SECONDED BY: Mr. J. MacEachern

THAT the Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meetings held on September 17, 2014, be approved.

CARRIED

5. MINUTES OF THE PREVIOUS MEETINGS (Continued)

5.2 Executive Committee

The Minutes of the Board of Health (Executive Committee) Meetings (Regular and Closed Session) held on September 17, 2014 were presented at an Executive Committee held prior to the Board of Health meeting and were distributed to the Board of Health at their meeting for information.

6. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the previous minutes.

7. BOARD OF HEALTH (CLOSED SESSION) MEETING

Resolution No.: 91 – 2014

MOVED BY: Mr. J. Daiter
SECONDED BY: Mr. B. Krause

THAT the Board of Health move into a Closed Session Meeting to receive information relative to an identifiable individual.

CARRIED

At 1:36 p.m., the Board moved into Closed Session.

Dr. D. Williams, Medical Officer of Health, Dr. J. DeMille, Associate Medical Officer of Health, Mr. K. Allan, Director – Health Protection, Ms. L. Roberts, Director – Health Promotion, and Ms. B. Moro, Executive Assistant left the meeting room.

At 1:40 p.m., the Board resumed regular business.

Dr. D. Williams, Dr. J. DeMille, Mr. K. Allan, Ms. L. Roberts, and Ms. B. Moro returned to the meeting room.

8. DECISIONS OF THE BOARD

8.1 Land Development Fees

Report No. 53-2014 (Environmental Health) relative to recommending a change in Land Development fees.

Resolution No.: 93 – 2014

MOVED BY: Ms. L. Turk
SECONDED BY: Ms. M. Harding

THAT with respect to Report No. 53 – 2014 (Environmental Health), we recommend that:

1. fees charged for Land Development services be changed in accordance with Attachment 2 – Proposed TBDHU Land Development Fee Schedule 2015, effective January 1, 2015;
2. notice be provided on our website at least 20 working days prior to implementing the new schedule on January 1, 2015; and
3. all administrative matters relating to these fee changes be completed in accordance with User Fee Policy FP-05-04.

CARRIED

8.2 Thunder Bay and Area Food Strategy

Report No. 51-2014 (Healthy Living) relative to recommending the formal endorsement of the Thunder Bay and Area Food Strategy.

Attachment 1 - Thunder Bay and Area Food Strategy was distributed separately to Board Members and Directors only.

Resolution No.: 94 – 2014

MOVED BY: Ms. M. Harding
SECONDED BY: Ms. L. Turk

THAT with respect to Report No. 51 – 2014 (Healthy Living), we recommend that we formally endorse the Thunder Bay and Area Food Strategy.

CARRIED

8. DECISIONS OF THE BOARD

8.3 Final Recommendations of Meeting Standards Results of Board of Health Quality Project

Report No. 47-2014 (Chief Executive Officer) relative to approving the recommendations from the Board of Health CQI Project Team for permanent implementation.

Attachment 1 - Results of Board of Health Evaluations 2013 was distributed separately to Board Members and Directors only.

Attachment 2 - Results of Board of Health Evaluations 2014 was distributed separately to Board Members and Directors only.

Attachment 3 - Combined Results of Board of Health Evaluations 2013/2014

Resolution No.: 95 – 2014

MOVED BY: Ms. B. Metzler
SECONDED BY: Ms. M. Harding

THAT with respect to Report No. 47 – 2014 (Chief Executive Officer), we recommend that the questions regarding physical environment on the Board of Health Evaluation Form be removed;

AND THAT all other recommendations of the Board of Health CQI Project Team be implemented permanently, as follows:

1. All agenda items, for information or resolution, will be reported to the Board in a separate issue report or memorandum and they will be relevant to:
 - Public Health Standards and Mandate;
 - Governance issues;
 - Key sensitive organizational issues, i.e. human resources; and
 - Distinguish between operational and strategic.
2. No Senior Management Standing/Activity Reports will be presented to the Board of Health.
3. The font size for reports, agenda formats and memos be increased to Arial 12 point.
4. Maximum of one information session per meeting and it shall be limited to 10 minutes per presentation.

8. DECISIONS OF THE BOARD (Continued)

8.3 Final Recommendations of Meeting Standards
Results of Board of Health Quality Project (Continued)

5. Presentations given in conjunction with a Board Report do not have a time restriction.
6. Two questions per Board of Health member on each round of questioning – unlimited rounds of questioning.
7. Change to the standard format for the Board of Health Agenda, which includes moving the Closed Session earlier in meeting, new standard headings and process for additional agenda items, as contained in the report.

CARRIED

8.4 Audit Responsibilities of the Executive Committee

Memorandum from Mr. D. Heath, Chief Executive Officer, dated October 1, 2014, attaching a copy of Report No. 38-2014 (Chief Executive Officer) and containing a resolution, relative to the above noted.

Resolution No.: 96 – 2014

MOVED BY: Mr. J. Virdiramo
SECONDED BY: Mr. J. MacEachern

THAT the Board of Health approves the recommendations of the Executive Committee as contained in Report No. 38-2014 – Audit Responsibilities of the Executive Committee and passed by Resolution No. 72-2014 at their meeting held on September 17, 2014;

AND THAT the Board of Health's Amalgamated By-law be amended.

CARRIED

8. DECISIONS OF THE BOARD (Continued)

8.5 Review of Amalgamated By-law and Board Policies

Memorandum from Mr. D. Heath, Chief Executive Officer, dated October 1, 2014, attaching a copy of Report No. 32-2014 (Chief Executive Officer) and containing a resolution, relative to the above noted.

Resolution No.: 97 – 2014

MOVED BY: Mr. T. Fox
SECONDED BY: Mr. J. Virdiramo

THAT the Board of Health approves the recommendations of the Executive Committee as contained in Report No. 32-2014 – Review of Amalgamated By-law and Board Policies and passed by Resolution No. 74-2014 at their meeting held on September 17, 2014 relative to the annual review of the Board of Health's Amalgamated By-law and Honourarium and Expense Reimbursement Policy;

AND THAT the Board's Amalgamated By-law be numbered By-law No.: 2014-01;

AND THAT By-law No.: 2013 – 01 be repealed.

CARRIED

8.6 Board of Health Members' Honourarium Rate

Memorandum from Mr. D. Heath, Chief Executive Officer, dated October 1, 2014, attaching a copy of Report No. 33-2014 (Chief Executive Officer) and containing a resolution, relative to the above noted.

Resolution No.: 98 – 2014

MOVED BY: Ms. L. Turk
SECONDED BY: Ms. B. Metzler

THAT the Board of Health approves the recommendations of the Executive Committee as contained in Report No. 33-2014 - Board of Health Members' Honourarium Rate and passed by Resolution No. 73-2014 at their meeting held on September 17, 2014 relative to maintaining the Board of Health Members' Honourarium Rate at \$100.00.

CARRIED

8. DECISIONS OF THE BOARD (Continued)

8.7 Approval of Board of Health Christmas Dinner

Memorandum from Mr. D. Heath, Chief Executive Officer, dated October 1, 2014, containing a resolution relative to the above noted.

Resolution No.: 99 – 2014

MOVED BY: Mr. J. Daiter
SECONDED BY: Mr. B. Krause

THAT we approve the payment of the invoice for the Annual Board of Health Christmas Dinner to be held on Wednesday, November 19, 2014 at 5:00 p.m. at the Valhalla Inn.

CARRIED

8.8 Contract – Medical Officer of Health

At the Board of Health (Closed Session) meeting held earlier in the day, the above noted item was presented. At that time, the Board was advised that a resolution would be presented to the Board at the open session, for consideration.

Resolution No.: 99 (A) – 2014

MOVED BY: Ms. M. Harding
SECONDED BY: Mr. B. Kamphof

THAT we approve the contract extension for Dr. David Williams, Medical Officer of Health as discussed in the Board of Health (Closed Session) meeting on October 15, 2014, for the period to expire on January 8, 2016.

CARRIED

9. COMMUNICATIONS FOR INFORMATION

9.1 Reducing Alcohol-Related Harms: A Public Health Priority

Report No. 50-2014 (Injury and Substance Misuse Prevention) relative to providing the Board of Health with information relative to the provincial priority of reducing alcohol consumption and alcohol related harms, for information.

Attachment 1 – Canada's Low Risk Drinking Guidelines was distributed separately to Board Members and Directors only.

9. COMMUNICATIONS FOR INFORMATION (Continued)

9.2 Sexual Health Program - Update

Report No. 54-2014 (Sexual Health and Clinical Programs) relative to providing a general update on the Thunder Bay District Health Unit (TBDHU)'s Sexual Health program over the last nine months, for information.

9.3 Immunization of School Pupils Act and Panorama

Report No. 52 – 2014 (Vaccine Preventable Disease) relative to providing information relative to the changes to the Immunization of School Pupils Act (ISPA) and identify how this will affect Vaccine Preventable Diseases (VPD) school programming with the use of the Panorama information system, for information.

9.4 2014-2016 Accountability Agreement Performance Indicators

Report No. 55-2014 (Medical Officer of Health) relative to providing an update on the 2014-2016 Accountability Agreement Performance Indicators including the 2014 mid-year reporting to the Ministry of Health and Long-term Care, for information.

9.5 Healthy Eating Policy

Memorandum from Mr. D. Heath, Chief Executive Officer and Dr. D. Williams, Medical Officer of Health, dated September 25, 2014, and attaching Corporate Policy and Procedure No.: GA-03-09 - Healthy Eating at Health Unit Sponsored Events, for information.

9.6 Public Health Unit Reporting Requirements

A letter from Minister Eric Hoskins, received on October 4, 2014, relative to Public Health Unit reporting requirements.

9.7 Emerging Viral Infection Update – Ebola/D68

A presentation was given by Dr. D. Williams, Medical Officer of Health, relative to the above noted, at the meeting. A copy of the presentation was distributed at the meeting.

9.8 Public Health Pilot Project – Manitouwadge General Hospital

Memorandum from Ms. L. Roberts, Director – Health Protection, dated October 15, 2014, providing information relative to the above noted was distributed at the meeting.

10. NEXT MEETING

The next meeting will be held on Wednesday, November 19, 2014.

11. ADJOURNMENT

Resolution No.: 100 – 2014

MOVED BY: Mr. J. Masters
SECONDED BY: Mr. J. MacEachern

THAT the Board of Health meeting held on October 15, 2014, be adjourned at 2:28 p.m.

CARRIED

Chair, Board of Health

Chief Executive Officer

Recording Secretary