



**REGULAR MEETING OF COUNCIL  
MONDAY, DECEMBER 12<sup>TH</sup>, 2022  
7:00 P.M.**

**3. PETITIONS & DELEGATIONS**

**4. CORRESPONDENCE**

**DR. S. F. MONESTIME MUNICIPAL  
COUNCIL CHAMBERS  
160 WATER STREET  
MATTAWA, ONTARIO**



4.1  
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The Honourable Steve Clark, Minister  
Ministry of Municipal Affairs and Housing  
Office of the Minister  
777 Bay Street, 17<sup>th</sup> Floor  
Toronto, ON  
M7A 2J3  
[minister.mah@ontario.ca](mailto:minister.mah@ontario.ca)

November 28<sup>th</sup> 2022

**Re: Bill 23, More Homes Built Faster Act**

Dear Minister Clark,

Please be advised that at the Regular Council Meeting on November 23<sup>rd</sup> 2022, the Council of the Town of Plympton-Wyoming passed the following motion, supporting the response from Prince Edward County in their letter dated November 15<sup>th</sup>, 2022 regarding Bill 23, *More Homes Built Faster Act*:

**Motion 20**

*Moved by Deputy Mayor Netty McEwen*

*Seconded by Councillor Alex Boughen*

*That Council support item 'N' from Prince Edward County regarding a response to the More Homes Built Faster Act (Bill 23).*

**Motion Carried.**

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at [dgiles@plympton-wyoming.ca](mailto:dgiles@plympton-wyoming.ca).

Sincerely,

Denny Giles  
Deputy Clerk  
Town of Plympton-Wyoming

cc: The Honourable Doug Ford, Premier  
Robert "Bob" Bailey, MPP, Sarnia – Lambton  
All Ontario Municipalities

November 15, 2022

Please be advised that during the regular Council meeting of November 8, 2022 the following motion regarding a response to the *More Homes Built Faster Act* (Bill 23) was carried:

**RESOLUTION NO.** 2022-448

**DATE:** November 8, 2022

**MOVED BY:** Councillor Hirsch

**SECONDED BY:** Councillor MacNaughton

**WHEREAS;** there has been an exceptionally small timeframe to comment on the *More Homes Built Faster Act* (Bill 23);

**WHEREAS;** the bulk of the changes contemplated in Bill 23 will be enacted by regulation;

**WHEREAS;** those regulations have been published on the government of Ontario website for comment by November 24, 2022;

**AND WHEREAS;** the following elements of Bill 23 and its proposed regulations are not in the best interest of The County:

- provision regarding inclusionary zoning for affordable housing has a proposed limit of only 5% of units in a subdivision of 10 or more units which should be increased to 15% to be effective.
- provisions regarding the *Heritage Act* which would have the effect of forcing municipalities to quickly make designation decisions on all properties currently on the heritage register.
- provisions relating to the *Conservation Authorities Act* which would have the effect of removing the Conservation Authority from providing effective and necessary comments on planning applications.
- provisions relating to the *Conservation Authorities Act* which would allow development in certain wetlands on an offset basis.
- proposed changes to municipal development charged, parkland, dedication levies, and community benefits charges that may contradict the goal of building more housing in the long-term.



**From the Office of the Clerk**  
The Corporation of the County of Prince Edward  
T: 613.476.2148 x 1021 | F: 613.476.5727  
[clerks@pecounty.on.ca](mailto:clerks@pecounty.on.ca) | [www.thecounty.ca](http://www.thecounty.ca)

**THEREFORE, BE IT RESOLVED THAT;** the Council of the Corporation of the County of Prince Edward advise the Provincial government that it does not support certain aspects of the More Homes Built Faster Act (Bill 23);

**THAT;** the Council of the Corporation of the County of Prince Edward direct the Mayor to submit objections with respect to the provisions listed above through the formal comment process within the timeframes for comment;

**THAT;** the Council of the Corporation of the County of Prince Edward advise the provincial government that it supports the submission made by Conservation Authorities in Ontario; and,

**THAT;** this resolution be shared with all 444 municipalities, FCM, AMCTO, AMO and Quinte Conservation.

**CARRIED**

Yours truly,

Catalina Blumenberg, **CLERK**

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**Corporation of the  
Municipality of West Grey**  
402813 Grey Road 4, RR 2 Durham, ON N0G 1R0  
519 369 2200

November 25, 2022

Premier of Ontario  
Honourable Doug Ford  
Legislative Building  
Queen's Park  
Toronto ON M7A 1A1

**RE: Strong Mayors, Building Homes Act**

Dear Premier Ford,

Please be advised that at its meeting held on November 1, 2022, the council of the Municipality of West Grey considered the above-noted matter and passed Resolution No. 412-2022 as follows:

**“That council directs staff to send a letter to the premier in support of resolution passed by Wawa in opposition to Strong Mayors and that the letter be circulated to West Perth, Wawa, Mattawa, MPP for Bruce-Grey-Owen Sound, and AMO.”**

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Jamie Eckenswiller".

Jamie Eckenswiller, AMP (he/him)  
Director of Legislative Services/Clerk  
Municipality of West Grey

cc. Municipality of Wawa  
Municipality of West Perth  
Town of Mattawa  
Association of Municipalities of Ontario  
Grey-Bruce-Owen Sound MPP Rick Byers



Legislative Services  
Michael de Rond  
905-726-4771  
clerks@aurora.ca

Town of Aurora  
100 John West Way, Box 1000  
Aurora, ON L4G 6J1

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November 23, 2022

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

**Delivered by email**  
**premier@ontario.ca**

Dear Premier:

**Re: Town of Aurora Council Resolution of November 22, 2022; Re: Motion 7.2 – Mayor Mrakas – Opposition to Bill 23, More Homes Built Faster Act, 2022**

Please be advised that this matter was considered by Council at its meeting held on November 22, 2022, and in this regard, Council adopted the following resolution:

**Whereas Bill 23, the More Homes Built Faster Act, omnibus legislation that received first reading in the provincial legislature on October 25, 2022, proposes changes to nine Acts. Many of these proposed changes are significant and will restrict how municipalities manage growth through implementation of the official plan and the ability to provide essential infrastructure and community services; and**

**Whereas the effect of Bill 23 is that the Conservation Authority will no longer be able to review and comment on development applications and supporting environmental studies on behalf of a municipality; and**

**Whereas Bill 23 proposes to freeze, remove, and reduce development charges, community benefits charges, and parkland dedication requirements; and**

**Whereas Bill 23 will remove all aspects of Site Plan Control of some residential development proposals up to 10 units. Changes would also remove the ability to regulate architectural details and aspects of landscape design;**

- 1. Now Therefore Be It Hereby Resolved That the Town of Aurora oppose Bill 23, More Homes Built Faster Act, 2022, which in its current state will severely impact environmental protection, heritage preservation, public participation, loss of farmland, and a municipality's ability to provide future services, amenities, and infrastructure, and negatively impact residential tax rates; and**

- 2. Be It Further Resolved That the Town of Aurora call upon the Government of Ontario to halt the legislative advancement of Bill 23, More Homes Built Faster Act, 2022 to enable fulsome consultation with Municipalities to ensure that its objectives for sound decision-making for housing growth that meets local needs will be reasonably achieved; and**
- 3. Be It Further Resolved That a copy of this Motion be sent to The Honourable Doug Ford, Premier of Ontario, The Honourable Michael Parsa, Associate Minister of Housing, The Honourable Steve Clark, Minister of Municipal Affairs and Housing, Peter Tabuns, Interim Leader of the New Democratic Party, local Members of Parliament Tony Van Bynen for Newmarket—Aurora and Leah Taylor Roy for Aurora—Oak Ridges—Richmond Hill, and all MPPs in the Province of Ontario; and**
- 4. Be It Further Resolved That a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.**

The above is for your consideration and any attention deemed necessary.

Yours sincerely,



Michael de Rond

Town Clerk

The Corporation of the Town of Aurora

MdR/lb

Copy: Hon. Michael Parsa, Associate Minister of Housing  
Hon. Steve Clark, Minister of Municipal Affairs and Housing  
Peter Tabuns, Interim Leader, New Democratic Party  
Tony Van Bynen, MP Newmarket—Aurora  
Leah Taylor Roy, MP Aurora—Oak Ridges—Richmond Hill  
All Ontario Members of Provincial Parliament  
Association of Municipalities of Ontario (AMO)  
All Ontario Municipalities

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November 23<sup>rd</sup>, 2022

Ministry of Municipal Affairs and Housing  
College Park, 17<sup>th</sup> Floor  
777 Bay Street  
Toronto, Ontario  
M7A 2J3

By E-Mail To: [minister.mah@ontario.ca](mailto:minister.mah@ontario.ca)

**ATTENTION: Honorable Minister Steve Clark**

Dear Minister Clark:

**RE: Resolution – Strong Mayors, Building Homes Act**

Please be advised that the Council of the Corporation of the Township of Lanark Highlands passed the following resolution at their regular meeting held November 22<sup>nd</sup>, 2022:

*Moved by Reeve McLaren*

*Seconded by Councillor Closs*

***THAT, the Council of the Township of Lanark Highlands supports the resolution from the Town of Gravenhurst regarding Strong Mayors;***

***AND THAT, this resolution be provided to the Minister of Municipal Affairs and Housing and to all Ontario Municipalities.***

**Carried**

Sincerely,

*Amanda Noël*

Amanda Noël,  
Clerk

Encls.

c.c. All Ontario Municipalities





*Sent via Email*

September 23, 2022

**RE: TOWN OF GRAVENHURST RESOLUTION – STRONG MAYORS**

At the Town of Gravenhurst Committee of the Whole meeting held on September 20, 2022, the following resolution was passed:

**BE IT RESOLVED THAT** the Correspondence from the Town of Wasaga Beach regarding Strong Mayors be received for information.

**AND THAT** a letter be sent to the Minister of Municipal Affairs and Housing outlining these proposed powers are not appropriate and to outline other ways for the province to institute housing and others matters.

**AND FINALLY THAT** this motion be circulated to all Ontario municipalities.

Sincerely,

*J. G.*

Jacob Galvao  
Administrative Clerk II – Legislative Services  
Town of Gravenhurst



**MISSISSAUGA**

RESOLUTION 0231-2022  
adopted by the Council of  
The Corporation of the City of Mississauga  
at its meeting on November 23, 2022

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0231-2022

Moved by: D. Damerla

Seconded by: C. Fonseca

1. That Council endorse positions and recommendations contained and appended to the report titled *"Bill 23 'More Homes Built Faster' and Implications for City of Mississauga,"* and authorize staff to prepare additional detailed comments on Bill 23 and any associated regulations, as needed. In particular, the City be made whole for any revenue losses from changes to the imposition of development changes and parkland dedication.
2. That the Mayor or designate be authorized to make submissions to the Standing Committee with respect to issues raised in this report, or to otherwise provide written or verbal comments as part of the Ministry's public consultation process.
3. That the City Clerk forward this report to the Ministry of Municipal Affairs and Housing; Mississauga's Members' of Provincial Parliament, the Association for Municipalities Ontario, and the Region of Peel.

Recorded Vote	YES	NO	ABSENT	ABSTAIN
Mayor B. Crombie			X	
Councillor S. Dasko	X			
Councillor A. Tedjo	X			
Councillor C. Fonseca	X			
Councillor J. Kovac	X			
Councillor C. Parrish	X			
Councillor J. Horneck	X			
Councillor D. Damerla	X			
Councillor M. Mahoney	X			
Councillor M. Reid	X			
Councillor S. McFadden	X			
Councillor B. Butt	X			

Carried (11, 0, 1 Absent)



The Corporation of the  
**TOWNSHIP OF BALDWIN**

11 Spooner Street  
MCKERROW, ONTARIO POP 1M0  
TEL: (705) 869-0225 FAX: (705) 869-5049  
CLERK: Karin Bates – karin@baldwin.ca

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**RECEIVED**

**NOV 22 2022**

MOVED BY: *[Signature]*

DATE: November 15, 2022

SECONDED BY: *Ray Maltais*

MOTION NO.: 22-82

**NOW THEREFORE BE IT RESOLVED THAT:** Council supports the motion adopted by the Corporation of the Town of Mattawa, motion number 2022-88 in regards to the act to amend various statutes with respect to special powers and duties of heads of council.

Carried  Defeated  Mayor *[Signature]*

RECORDED VOTE	FOR	AGAINST
Vern Gorham		
Jason Cote		
Marc Lapine		
Ray Maltais		
Bert McDowell		

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**NOV 18 2022**

November 14, 2022

The Honourable Doug Ford  
Premier – Province of Ontario  
Legislative Building  
Queen's Park  
Toronto, ON M7A 1A1

Dear Honourable Sir,

Re: Bill 3 - *Strong Mayors, Building Homes Act, 2022*

The Council of the Corporation of the Township of Evanturel, at the regular council meeting of November 9, 2022, hereby resolved to support resolutions from the Corporation of the Town of Mattawa; the Corporation of the Municipality of Wawa; and the Corporation of the Municipality of Huron Shores regarding their opposition/petitions to the Government of Ontario regarding the section of Bill 3 – *Strong Mayors, Building Homes Act, 2022*, which relates to additional authority and powers given to Mayors of the City of Toronto and the City of Ottawa; with future expansion to include Heads of Councils of other municipalities in the Province.

Find enclosed copies of the resolutions from the Corporation of the Town of Mattawa; the Corporation of the Municipality of Wawa; and the Corporation of the Municipality of Huron Shores

Also find enclosed a true copy of Township of Evanturel Resolution No. 4, passed in open council November 9, 2022, authorizing support of those resolutions.

Yours truly,



Virginia Montminy  
Clerk  
THE CORPORATION OF THE  
TOWNSHIP OF EVANTUREL  
Encl:

- c.c. Minister of Municipal Affairs and Housing
- Standing Committee on Canadian Heritage, Infrastructure and Cultural Policy
- Association of Municipalities of Ontario (AMO)
- John Vanthof – MPP Timiskaming-Cochrane
- Town of Mattawa
- Municipality of Wawa
- Municipality of Huron Shores



## Corporation of the Town of Mattawa

Telephone: (705) 744-5611 ~ Fax: (705) 744-0104

160 Water Street, P. O. Box 390

Mattawa, ON P0H 1V0

www.mattawa.ca

October 17, 2022

Premier of Ontario  
Honourable Doug Ford  
Legislative Building  
Queen's Park  
Toronto ON M7A 1A1

Dear Honourable Ford:

Council of the Town of Mattawa, at their regular meeting of October 11, 2022 approved Page No. 189 of Resolution Number 22-88, which stated:

***"WHEREAS** the Government of Ontario, through the Minister of Municipal Affairs and Housing, has introduced Bill 3 which is described as "An Act to amend various statutes with respect to special powers and duties of heads of council";*

***AND WHEREAS** this Bill, if enacted, will initially apply to the City of Toronto and the City of Ottawa, but will later be expanded to include other municipalities according to a statement made by the Premier at the 2022 AMO annual conference;*

***AND WHEREAS** this Bill, if enacted, will give Mayors additional authority and powers, and correspondingly take away authority and powers from Councils and professional staff, and will include giving the Mayor the authority to propose and adopt the Municipal budget and to veto some decisions of Council;*

***AND WHEREAS** this Bill, if enacted, will give authority over professional staff to the Mayor, including that of the Chief Administrative Officer;*

***AND WHEREAS** these changes will result in a reduction of independence for professional staff including the CAO, who currently provide objective information to the Council and public and will now take direction from the Mayor alone when the Mayor so directs;*

***AND WHEREAS** these surprising and unnecessary changes to the historical balance of power between a Mayor and Council, and which historically gave the final say in all matters to the will of the majority of the elected Council.*

***THEREFORE BE IT RESOLVED THAT** Council of the Corporation of the Town of Mattawa passes this resolution to petition the Government of Ontario:*

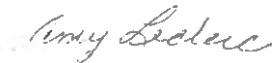
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1. **THAT** these changes to the *Municipal Act, 2001*, are unnecessary and will negatively affect the Town of Mattawa;
2. **THAT** if the Ontario Government deems these changes necessary in large single-tier municipalities such as Toronto and Ottawa, that such changes should not be implemented in smaller municipalities;
3. **THAT** the Ontario Government should enact legislation clarifying the role of Mayor, Council and Chief Administrative Officer, similar to those recommended by the Ontario Municipal Administrator's Association and those recommended by Justice Marrocco in the Collingwood judicial inquiry of 2022; and
4. **THAT** if the stated goal of this legislation is to construct more housing in Ontario that this can be accomplished through other means including amendment of the *Planning Act* and funding of more affordable housing.

**AND BE IT FURTHER RESOLVED THAT** a copy of this resolution be provided to the Premier of Ontario, the Minister of Municipal Affairs and Housing, the "Standing Committee on Heritage, Infrastructure and Cultural Policy", Nipissing MP, the Association of Municipalities of Ontario and all municipalities in Ontario."

Trusting this is acceptable.

Sincerely,



Amy Leclerc  
Clerk/Revenue Services Clerk

AL/bb

c.c. Hon. Steve Clark, Minister of Municipal Affairs and Housing  
Standing Committee on Canadian Heritage  
Mr. Anthony Rota, MP of Nipissing  
Association of Municipalities of Ontario  
All Ontario Municipalities



The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, September 20, 2022

Resolution # RC22159	Meeting Order: 5
Moved by: <i>Cathy Cannon</i>	Seconded by: <i>M Hatfield</i>

**WHEREAS** the Government of Ontario, through the Minister of Municipal Affairs and Housing, has introduced Bill 3 which is described as "An Act to amend various statutes with respect to special powers and duties of heads of council";

**AND WHEREAS** this Bill, if enacted, will initially apply to the City of Toronto and City of Ottawa, but will later be expanded to include other municipalities according to a statement made by the Premier at the 2022 AMO annual conference;

**AND WHEREAS** this Bill, if enacted, will give Mayors additional authority and powers, and correspondingly take away authority and powers from Councils and professional staff, and will include giving the Mayor the authority to propose and adopt the Municipal budget and to veto some decisions of Council;

**AND WHEREAS** this Bill, if enacted, will give authority over professional staff to the Mayor, including that of the Chief Administrative Officer;

**AND WHEREAS** these changes will result in a reduction of independence for professional staff including the CAO, who currently provide objective information to the Council and public and will now take direction from the Mayor alone when the Mayor so directs;

**AND WHEREAS** these are surprising and unnecessary changes to the historical balance of power between a Mayor and Council, and which historically gave the final say in all matters to the will of the majority of the elected Council; and

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of Wawa does hereby passes this resolution to petition the Government of Ontario that:

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The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

- 1. These changes to the Municipal Act, 2001, are unnecessary and will negatively affect the Municipality of Wawa;
2. That if the Ontario Government deems these changes necessary in large single-tier municipalities such as Toronto and Ottawa, that such changes should not be implemented in smaller municipalities;
3. That the Ontario Government should enact legislation clarifying the role of Mayor, Council and Chief Administrative Officer, similar to those recommended by the Ontario Municipal Administrator's Association and those recommended by Justice Marrocco in the Collingwood judicial inquiry of 2020; and
4. That if the stated goal of this legislation is to construct more housing in Ontario that this can be accomplished through other means including amendment of the Planning Act and funding of more affordable housing.

FURTHER, Council of the Corporation of the Municipality of Wawa directs the Clerk to ensure that a copy of this resolution be provided to the Premier of Ontario, the Minister of Municipal Affairs and Housing, the "Standing Committee on Heritage, Infrastructure and Cultural Policy", MPP for Algoma-Manitoulin - Kapuskasing, Michael Mantha, MPP, the Association of Municipalities of Ontario, and other Municipalities in Ontario."

Table with columns: RESOLUTION RESULT, RECORDED VOTE, MAYOR AND COUNCIL, YES, NO. Rows include CARRIED, DEFEATED, TABLED, RECORDED VOTE (SEE RIGHT), PECUNIARY INTEREST DECLARED, WITHDRAWN.

Disclosure of Pecuniary Interest and the general nature thereof.

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

Clerk: \_\_\_\_\_

Table with columns: MAYOR - PAT TAIT, CLERK - CATHY CYR. Contains handwritten signatures of Pat Tait and Cathy Cyr.





**Municipality of Huron Shores**

7 Bridge Street, PO Box 460

Iron Bridge, ON P0R 1H0

Tel: (705) 843-2033 Fax: (705) 843-2035

November 2, 2022

Attn: Honourable Doug Ford  
Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, Ontario  
M7A 1A1

Dear Premier,

Re: Res. #22-24-16 – Opposition to Bill 3

The Council of the Corporation of the Municipality of Huron Shores passed Resolution #22-24-16 at the Regular Meeting held Wednesday, October 26<sup>th</sup>, 2022, as follows:

“WHEREAS the Government of Ontario, through the Minister of Municipal Affairs and Housing, has introduced Bill 3 which is described as “An Act to amend various statutes with respect to special powers and duties of heads of council;

AND WHEREAS this Bill, if enacted, will initially apply to the City of Toronto and the City of Ottawa, but will later be expanded to include other municipalities according to a statement made by the Premier at the 2022 AMO annual conference;

AND WHEREAS this Bill, if enacted, will give Mayors additional authority and powers, and correspondingly take away authority and powers from Councils and professional staff, and will include giving the Mayor the authority to propose and adopt the Municipal budget and to veto some decisions of Council;

AND WHEREAS this Bill, if enacted, will give authority over professional staff to the Mayor, including that of the Chief Administrative Officer;

AND WHEREAS these changes will result in a reduction of independence for professional staff including the CAO, who currently provide objective information to the Council and public and will now take direction from the Mayor alone when the Mayor so directs;

AND WHEREAS these surprising and unnecessary changes to the historical balance of power between a Mayor and Council, and which historically gave the final say in all matters to the will of the majority of the elected Council;

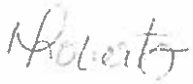
NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Municipality of Huron Shores passes this resolution to petition the Government of Ontario:

1. THAT these changes to the *Municipal Act, 2001*, are unnecessary and will negatively affect the Municipality of Huron Shores;
2. THAT if the Ontario Government deems these changes necessary in large single-tier municipalities such as Toronto and Ottawa, that such changes should not be implemented in smaller municipalities;
3. THAT the Ontario Government should enact legislation clarifying the role of Mayor, Council and Chief Administrative Officer, similar to those recommended by the Ontario Municipality Administrator's Association and those recommended by Justice Marrocco in the Collingwood judicial inquiry of 2022; and
4. THAT if the stated goal of this legislation is to construct more housing in Ontario that this can be accomplished through other means including amendment of the *Planning Act* and funding of more affordable housing;

AND BE IT FURTHER RESOLVED THAT a copy of this resolution be provided to the Premier of Ontario, the Minister of Municipal Affairs and Housing, the "Standing Committee on Heritage, Infrastructure and Cultural Policy", MP Carol Hughes, the Association of Municipalities of Ontario and all municipalities in Ontario."

Should you require anything further in order to address the above-noted resolution, please contact the undersigned.

Yours truly,



Natashia Roberts

Chief Administrative Officer (CAO)/Clerk  
NR/KN

Corporation of the Municipality of Thames Centre

4305 Hamilton Road, Dorchester, Ontario N0L 1G3 – Phone 519-268-7334 – Fax 519-268-3928 – [www.thamescentre.on.ca](http://www.thamescentre.on.ca) – [inquiries@thamescentre.on.ca](mailto:inquiries@thamescentre.on.ca)

October 5<sup>th</sup>, 2022

Township of Lucan Biddulph  
270 Main Street  
PO Box 190  
Lucan, ON N0M 2J0

BY EMAIL

**RE: STRONG MAYORS BUILDING HOMES ACT**

Please be advised that at the Regular Council Meeting held on October 3<sup>rd</sup>, 2022, the Council of the Municipality of Thames Centre passed the following motion, supporting the resolutions from the Councils of the Township of Lucan Biddulph, Town of Kingsville and Town of Wasaga Beach regarding the *Strong Mayors, Building Homes Act*:

**Resolution: 253-2022**

**Moved by:** K. Elliott

**Seconded by:** C. Patterson

THAT Council of the Municipality of Thames Centre support the following resolutions regarding opposition to Bill 3, Strong Mayors, Building Homes Act, 2022:

- Township of Lucan Biddulph, dated September 14, 2022
- Town of Kingsville, dated September 1, 2022
- Towns of Wasaga Beach, dated August 19, 2022

AND THAT a copy of this resolution be forwarded to Steve Clark, Minister of Municipal Affairs and Housing of Ontario, Rob Flack, MPP for Elgin-Middlesex-London, the Association of Municipalities of Ontario (AMO) and all Ontario municipalities.

**Carried.**

October 4, 2022

Minister of Municipal Affairs and Housing  
Attn: The Honourable Steve Clark  
777 Bay Street  
17th Floor  
Toronto, ON M7A 2J3  
[minister.mah@ontario.ca](mailto:minister.mah@ontario.ca)  
By E-mail

RE: STRONG MAYORS BUILDING HOMES ACT

Please be advised that at the Regular Council Meeting on October 3, 2022, the Council of the Municipality of West Perth passed the following motion in support of the resolutions opposing changes outlined in the *Strong Mayors Building Homes Act*:

**Resolution: 330/22**

*That a letter be sent to the Minister of Municipal Affairs and Housing outlining that the proposed powers under the Strong Mayors Building Homes Act are not appropriate and the province be urged to consider other ways to institute housing and other matters; and,*

*That the letter be circulated to all Ontario municipalities.*

Should you require anything further to address the above-noted resolution, please contact our office.

Sincerely,



Daniel Hobson  
Manager of Legislative Services/Clerk  
Municipality of West Perth

cc: All Ontario Municipalities

September 23, 2022

Sent Via Email: [minister.mah@ontario.ca](mailto:minister.mah@ontario.ca)

The Honorable Steve Clark  
Minister of Municipal Affairs and Housing  
777 Bay Street  
17<sup>th</sup> Floor  
Toronto ON  
M7A 2J3

Dear Minister Clark:

RE: Support Resolution re: Strong Mayors, Building Homes Act, Town of Wasaga Beach

---

Council at its Regular Meeting held on September 14, 2022, passed the following resolution.

**RES-403-2022**

**Resolved** That Council support the Town of Wasaga Beach resolution regarding Strong Mayors, Building Homes Act;

*And further that a letter be sent to the Minister of Municipal Affairs and Housing outlining these proposed powers are not appropriate and to outline other ways for the province to institute housing and other matters, and that the motion be circulated to all Ontario municipalities.*

I trust you will find this satisfactory.

Best Regards,

*Fiona Smith*

Fiona Smith  
Deputy Clerk

Enc.

Cc: All Ontario Municipalities



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October 4, 2022

Minister of Municipal Affairs and Housing  
Attn: The Honourable Steve Clark  
777 Bay Street  
17th Floor  
Toronto, ON M7A 2J3  
[minister.mah@ontario.ca](mailto:minister.mah@ontario.ca)  
By E-mail

RE: STRONG MAYORS BUILDING HOMES ACT

Please be advised that at the Regular Council Meeting on October 3, 2022, the Council of the Municipality of West Perth passed the following motion in support of the resolutions opposing changes outlined in the *Strong Mayors Building Homes Act*:

**Resolution: 330/22**

*That a letter be sent to the Minister of Municipal Affairs and Housing outlining that the proposed powers under the Strong Mayors Building Homes Act are not appropriate and the province be urged to consider other ways to institute housing and other matters; and,*

*That the letter be circulated to all Ontario municipalities.*

Should you require anything further to address the above-noted resolution, please contact our office.

Sincerely,



Daniel Hobson  
Manager of Legislative Services/Clerk  
Municipality of West Perth

cc: All Ontario Municipalities



# The Corporation of the Town of Mattawa 2022 Management Review Report

Prepared By Joshua Gravelle (PCT) QEMS  
Representative,

Attended By Yvan Rondeau (Safety, Process and Compliance  
Manager) QEMS Representative,

Paul Dyrda (Senior Operations Manager)

Joshua DeWaal (Operator/Mechanic)

November 1, 2021 to October 31, 2022

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file*



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## Drinking Water Quality Management System

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2022 Management Review	
<b>Date/Location of Management Review:</b>	November 30, 2022 @ Meeting VIA Teleconference between Callander Office/Mattawa WTP and Compliance Office
<b>Attendees:</b>	Paul Dyrda – Senior Operations Manager, Joshua Gravelle – PCT , Yvan Rondeau – SPC Manager, Joshua DeWaal – Operator/Mechanic

## Introduction to DWQMS Management Review

The requirement to conduct a management review is dictated by Element # 20 'Management Review' of the Ministry of the Environment, Conservation and Parks (MECP) DWQMS. This element requires that a management review be conducted at least once every calendar year to evaluate the effectiveness and adequacy of the Quality Management System (QMS)

Through this management review process, any deficiencies identified shall be detailed in action plans, which include the personnel responsible and proposed timelines for implementation.

The management review process looks at certain indicators that show how well QMS has been implemented, and how effectively it is operating.

Management reviewers are required to consider:

- Incidents of regulatory non-compliance,
- Incidents of adverse drinking-water tests,
- Deviations from critical control point limits and response actions,
- The efficacy of the risk assessment process,
- Internal and third-party audit results,
- Results of emergency response testing,
- Operational performance,
- Raw water supply and drinking water quality trends,
- Follow-up on action items from previous management reviews,
- The status of management action items identified between reviews,
- Changes that could affect the QMS,
- Consumer feedback,
- The resources needed to maintain the QMS,
- The results of the infrastructure review,
- Operational plan currency, content and updates,
- Staff suggestions and
- Consideration of applicable Best Management Practices (BMPs)

## Executive Summary

This report contains a summary of information that Top Management must review annually in accordance with the Management Standard.

The DWQMS is the key tool that supports and ensures that Council, as the Owner of the drinking water systems, is meeting its duties and responsibilities under the Safe Drinking Water Act and Standard of Care.

The DWQMS has been designed for continual improvement, which is the foundation of the DWQMS Policy endorsed by Top Management and Council.

The current review is for the period of November 1, 2021 to October 31, 2022 (the “review period”).

Highlights of the review findings are:

- There are no outstanding action items from the previous management review;
- The facility had 1 non-compliance issue identified during the review period;
- Annual risk assessment review completed on April 14, 2022 and 36-Month risk assessment completed July 13, 2022.
- Internal Audit on DWQMS version 2.0 completed on July 13, 2022 listed 0 NCR, 4 OFIs;
- Spill Response contingency was tested and reviewed on July 20/21, 2022 and October 31, 2022.
- The Mattawa Drinking Water System was last inspected by the MECP on January 19, 2022 provided a grade of 98.95%; 1 non-compliance issues and 1 best practice recommendation were noted by the inspector; non-compliance finding discussed below, all required actions have been completed;
- Offsite external 12 Month Surveillance audit completed on June 17, 2022, no findings identified. Accreditation Certificate issued July 10, 2020.
- There were 1 Adverse Water Quality Incidents which occurred during the review period;
- There were 59 callouts received and 31 relating to critical control points;
- Staff is following procedures and showing a commitment to continual improvement.

In short, the 2022 Management Review shows the DWQMS is being implemented successfully and reinforces the fact that the Town of Mattawa produces and supplies high quality, safe drinking water.

## Opening Remarks

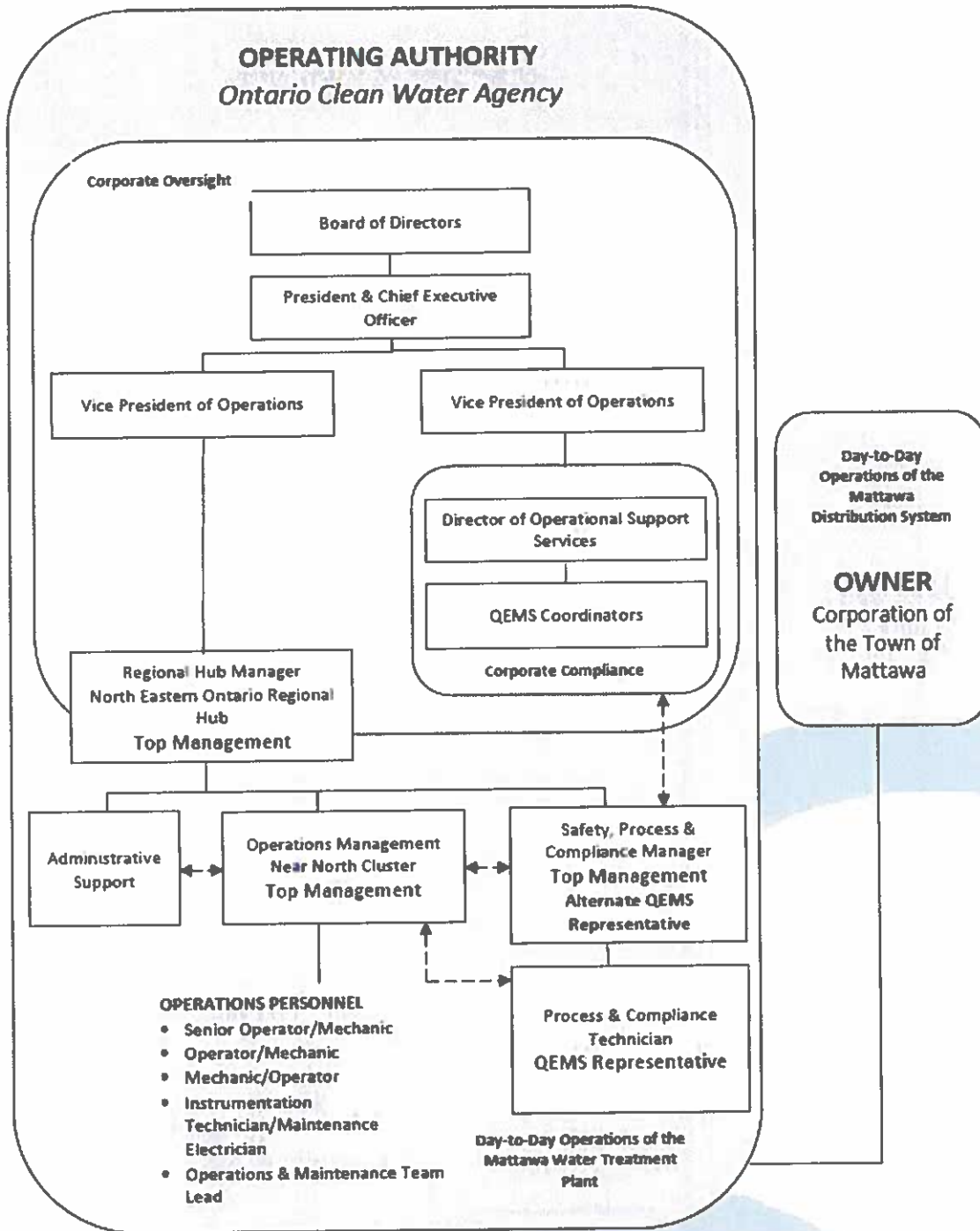
The QEMS representative leading the management review will give a brief overview of the requirements of DWQMS and the purpose of the management review. Reviews are conducted once every calendar year and include the PCT (QEMS Rep.), Senior Operations Manager (Top Management), Safety, Process and Compliance Manager (Top Management/Alternate QEMS Rep) and at least one facility operator, at a minimum. The QEMS Representative ensures that minutes of and action plans resulting from the Management Review meeting are prepared and distributed to the appropriate OCWA management and personnel and to the Municipal Owner.

The discussion lead for the management review was Joshua Gravelle, Process and Compliance Technician (PCT) for OCWA. Minutes from the previous management review were reviewed.

## Roles and Responsibilities Outlined in the DWQMS

Element 9 of the DWQMS requires that the Operational Plan document an organizational structure, roles, responsibilities and authorities of the Operating Authority (OCWA). The table below outlines the structure of all personnel who have a role in delivering safe drinking water.

See Organizational Chart on page 6.





## Drinking Water System Performance

### Incidents of Regulatory Non-Compliance

All regulatory non compliances reported through MECP inspections or through PCT notifications are reviewed during the management review. The results help Management identify regulatory deficiencies in the drinking water system.

According to the information kept on record by OCWA, one non-compliance issues occurred during the review period. Latest MECP inspection took place on January 19, 2022, which identified 1 non-compliance (below) and one BMP (discussed later).

Non-Compliance #1	<p>The owner and operating authority did not ensure that the primary disinfection equipment had a recording device that continuously recorded the performance of the disinfection equipment. Subsection 1-6(3) of Schedule 1 to O. Reg. 170/03 specifies that if primary disinfection equipment that does not use chlorination or chloramination is provided by a large municipal residential system, the owner of the system and the operating authority for the system must ensure that the disinfection equipment has a recording device that continuously records the performance of the disinfection equipment. Condition 1.6.2 of Schedule C to the MDWL specifies that for Mattawa Water Treatment Plant while directing water to the distribution system and in addition to any other sampling, analysis and recording that may be required, the ultraviolet light disinfection equipment must test for calculated UV dose, flow rate; UV transmittance, UV lamp status at a testing frequency of once every five (5) minutes or less and record the test data at a recording frequency of once every four (4) hours or less. Performance of the disinfection equipment is continuously monitored and recorded using a supervisory control and data acquisition (SCADA) control system and a chart recorder. According to the information provided, SCADA performs tests for the test parameters every 12 seconds and the chart recorder tests every 5 seconds. SCADA records the calculated UV dose and flow rate continuously. SCADA also monitors and records the UV lamp status by recording of flow rate – when there is flow and the UV lamp is active. UV transmittance (UVT) is tested by an on-line UVT analyzer and the test results are communicated to SCADA and Wonderware, which is software for recording and analysis of the required data used by the operators to review trends. On-line UVT analyzer is calibrated every three months.</p>
Action(s) Required	<p>Based on the information provided by the operating authority, Wonderware did not continuously record the required parameters in the period between November 11, 2021 to December 1, 2021. During this period, there was continuous recording of UV dose, flow rate and UV lamp status on SCADA, which was confirmed by a review of the trends during the physical inspection on January 19, 2022. During this period the time, SCADA was not programmed to record UVT test data, however programmable logic controller in the water treatment plant was providing records of minimum, maximum and average daily UVT confirming that testing was taking place. The operating authority took several actions to recover the UVT test data</p>

	<p>from Wonderware, but the data remained unrecoverable for the above period. Additionally, there were two events when continuous recording showed missing or flat-lined UV transmittance data for periods longer than 5 minutes: on December 31, 2021 for 27 minutes and March 12, 2021 for 17 minutes. On February 23, 2022, the operating authority provided a written notification to the inspecting officer that SCADA computer has been updated to include trends for UVT tests performed every 5 minutes. This provides back-up recording of UVT tests and provides easier review of UVT trends while in the water treatment plant. The operators examining the continuous monitoring test results are reminded to examine the results on the level of minimum frequency specified by Condition 1.6.2 of Schedule C to the MDW and to ensure that data are being recorded with this frequency and in the required format. Failure to ensure that the disinfection equipment has a recording device that continuously records the performance of the disinfection equipment, if primary disinfection equipment that does not use chlorination or chloramination is provided by a large municipal residential system, is a violation of Subsection 1-6(3) of Schedule 1 to O. Reg. 170/03.</p> <p>Required action:</p> <p>The operating authority has taken the appropriate action to address the non-compliance. No further action required. The SCADA computer trending was updated to include the instantaneous trending of UVT on the same screen as UV intensity.</p>
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**Incidents of Adverse Drinking Water Tests**

To assist in the detection of water quality issues, OCWA utilizes online monitoring through SCADA and Wonderware programs and maintains a rigorous sampling schedule. The drinking water regulation identifies particular indicators of Adverse Water Quality incidents (AWQI) which must be reported to the MECP and the Ministry of Health (MOH) and establishes how to carry out specific corrective actions.

There was 1 AWQIs reported during the review period of November 1, 2021 and October 31, 2022.

**Table 1: Adverse Water Quality Incidents**

<b>Incident Date</b>	<b>AWQI#</b>	<b>Adverse issue</b>	<b>Corrective action taken</b>	<b>Additional comments</b>
March 15, 2022	157997	Category 2 break with suspected infiltration due to total loss of pressure resulting from a contractor breaking a service off. Area affected are McConnel, Poplar, Mattawan. 30 residents and 2 businesses. The main was isolated on March 15 at 1413 hours and the repair occurred on March 15 at 1930 hours. The local Health Unit was notified and a BWA was issued for the affected area (30 residents and 2 businesses).	Certified OCWA operator conducted the repair. OCWA's OIC oversaw the repair. All materials were disinfected and the area flushed as per the Ministry's Watermain Disinfection procedure (FCR = 0.70 mg/L). Repair was completed and the pressure was restored on March 15 at 1930 hours. SAC and the local MECP inspector were notified of the incident and the notification report was emailed to SAC, MOH and Owner on March 15.	After the repair was complete and the area was flushed, 2 sets of 3 microbiological samples were collected (upstream, downstream and at the site of the break) on March 15 and 17. Sample results indicated no total coliforms or E.coli. BWA was lifted on March 18 at approx. 1440 hours. Resolution submitted on March 18, 2022 after the final lab report received.  OIC - Joshua DeWaal

The system does not appear to have problems providing clean, safe water.



## Deviations from critical control point (CCP) Limits

A Critical Control Point (CCP) is a step in the process where some control can be administered to prevent or eliminate a drinking water health hazard or to reduce it to an acceptable level. A CCP limit is the point at which a response procedure is deemed required. CCPs were established through the Risk Assessment exercise and are monitored through the SCADA and Wonderware systems. Any deviation from normal CCP limits is recorded in logbook and does not necessarily mean that unsafe drinking water was delivered to the consumer.

For this facility, 2 CCPs were identified within the water treatment process.

**Table 2: Critical Control Points**

CCP listed	Setpoints
Primary disinfection (Ultra-Violet Irradiation)	<b>UV Intensity Alarm</b>  Operational: UV #1 < 48.0 mJ/cm <sup>2</sup> for > 60 seconds UV #2 < 48.0 mJ/cm <sup>2</sup> for > 60 seconds  Regulatory: UV #1 < 40.0 mJ/cm <sup>2</sup> for > 600 seconds UV #2 < 40.0 mJ/cm <sup>2</sup> for > 600 seconds
Secondary disinfection	<b>Free Chlorine Residual – Distribution</b>  Operational Low = 0.25 mg/L Regulatory: Low = 0.05 mg/L Operational High = 4.0 mg/L.

Operators record any CCP deviation in their facility logbook. Additionally, any afterhours deviations are recorded in the facility's call out reports (Maximo) and/or facility logbook. During this review period, fifty-nine (59) incidents required the operator's attention outside regular business hours. Thirty-one (31) incidents were related to CCP's. Twenty-three (23) were related to UV failures, six (6) related to low distribution free chlorine residual and two (2) related to sodium hypochlorite pump failure. The remaining call outs were: four (4) related to PLC failure, two (2) related to power outages, three (3) related to UVT analyzer fault, two (2) related to fires in town, eight (8) due to watermain/service issues, two (2) related to reservoir low level, three (3) related to high treated free chlorine residual and four (4) related to reservoir communication loss.

For more information on all call outs during review period, refer to the Maximo Call Out Summary and/or facility logbook.

## Operational Performance

The operational performance section is used to discuss the MECP's latest inspection rating and determine any actions required to maintain or improve the water treatment system and all associated programs.

The last MECP inspection held on January 19, 2022 provided a grade of 98.95% (findings discussed above). All non-compliance items have been resolved.

The safety of the drinking water is not reflected by the MECP's score. The MECP district office determines a risk factor and grants each question a value. The rating is calculated based on each inspector's answers. Although inspectors cannot themselves provide their own rating, opinions sometimes influences the answers given for a specific topic which could affect the score provided for the inspection.

Any issues raised from the MECP inspection are reviewed and appropriate actions are taken to prevent future occurrences. To help preserve the drinking water system, flushing and valve maintenance is conducted on an as needed basis. Valve exerciser purchased in spring of 2017 and was used to exercise all valves in the distribution system during 2018. Town has recently begun flushing in the fall of 2019. Flushing is now conducted annually.

## Raw Water Supply and Drinking Water Quality Trends

Raw water and drinking water trends are monitored through OCWA's SCADA and Wonderware systems and numerical data is maintained within our Process Data Management (PDM) program.

The facility has a Permit to Take Water (PTTW) which limits the amount of water the Water Treatment Plant (WTP) can obtain from a surface or ground water supply.

This facility's PTTW limits are 4582 m<sup>3</sup>/d from Well #1 and 1964 m<sup>3</sup>/d for Well #2. PTTW limit for both wells combined is 6546 m<sup>3</sup>/d. Flow rates are limited to 53.05 L/s for Well #1 and 22.73 L/s for Well #2. The system's Municipal Drinking Water Licence provides a rated capacity for the WTP which is determined to be 6540 m<sup>3</sup>/d.

Raw/treated flows were well within totalized limits. Note: Well #1 experiences false peaks on startup and switch over due to combined flow meter between both wells and due to location of flow meter with relation to sodium hypochlorite injection. The Town of Mattawa is so far below the totalized flow limit in the PTTW that the issue regarding instantaneous flow has never been raised.

Raw water characteristics are monitored at this facility by sampling for the following parameters: Turbidity, *E.coli* and Total Coliforms. Bacteriological data is consistently having no coliforms or *E. coli*, with very low turbidity. Manganese testing was completed in 2019 and was found to be very low in the raw and treated samples. Manganese results from wells and treated below 10 µg/L.

Bacteriological samples are taken weekly to monitor raw, treated and distribution water health. Regulations require that pesticides and other chemicals (schedule 23/24) be tested every three years as well as sodium and fluoride which are on a 60 month rotation. Schedule 23/24 parameters were sampled on September 8, 2021. Sodium and fluoride completed January 16, 2018. All results were below the Ontario Drinking Water Standards.

THMs are being collected and tested quarterly in 2022. The running annual average for the system at the end of October is 0.003 mg/L (RAA limit = 0.1 mg/L).

The HAAs are also being collected and tested quarterly. The system has a running annual average 0.018 mg/L at the end of October. The maximum allowable RAA limit of 0.08 mg/L came into effect on January 1, 2020.

OCWA recently became Operating Authority and has sampled close to plant for HAAs in October 2019. Previous samples all conducted at far end of distribution system. OCWA changed sampling point as per guidance provided in a Ministry's letter "HAA Concerns" dated May 9, 2018. It should be noted results are very low and likely low at all section of distribution system due to the fact that Ultra-Violet Irradiation is used for Primary Disinfection. Also, system is fed by wells. See HAA RAA Summary for further information. Based on sampling and MECP guidance, the recommended sampling point for future sampling is 1276 Mill St.

Currently, the system is in exemption for plumbing lead sampling, which means alkalinity and pH are taken in the distribution at 2 locations bi-annually and lead, alkalinity and pH are taken every third year, bi-annually. Alkalinity, pH and lead were sampled at 2 locations in the distribution on April 13, 2022 and October 11, 2022. There were no samples taken during this review period which required adverse notifications. Lead is being done every term by OCWA. Prior to August 1, 2019 the Town of Mattawa sampled lead every term.

The Mattawa Drinking Water System continually provides good quality drinking water to the community.

## Consumer Feedback

Community complaints are reported the Operating Authority, either directly from consumers or through the Town office. Complaints are promptly dealt with and the source of the problem identified. Below is a list of all community complaints received for this facility during the review period.

During this review period, there were zero community complaints received relating to the treatment of drinking water. Complaints can be made to the Town Office or OCWA operators who respond as required. If a distribution staff responds to a complaint, a copy of the complaint record should be provided to OCWA.

**Table 3: Community Complaints**

<b>Incident</b>	N/A
<b>Date</b>	
<b>Details</b>	

## Management System Performance

### Internal and Third Party Audits

The DWQMS requires each Operating Authority to implement a procedure that ensures internal audits are conducted at least once every calendar year to evaluate conformance to the Standard. External audits are conducted by a third party accreditation body every 12 months for off-site audits and every 3 years for on-site audits. All internal and external audit results are reviewed during management reviews and action plans created for all outstanding items found. The table below lists all audit results along with actions required and implementation date.

An internal audit on DWQMS version 2.0 was conducted on June 27, 2022 and 4 OFIs identified. Internal audits are performed by PCTs and include a review of documents and an onsite visit where operators are interviewed to verify implementation of the QEMS. Every year, PCTs focus on a particular subject when conducting audits based on non-conformances found

within the Organization throughout Ontario and problems found in other locations within the Hub. The QEMS for Mattawa is maintained as it should be; therefore, continual improvement is the main focus of the internal audit.

Off-site external 12-Month Surveillance audit completed on June 17, 2022, no findings identified. Accreditation Certificate issued July 10, 2020.

Non conformances, Opportunity For Improvements from each audit can be found in the table below.

**Table 4: Internal and External Audit Results**

<b>Audit</b>	<b>Conformance issue</b>	<b>Action Plan</b>	<b>Resolution date</b>
Internal	OFI – OP-06 Consider updating raw water characteristics to 2021.	Update raw water characteristics to 2021. Updated July 18, 2022. Approved by SOM on July 25, 2022.	July 25, 2022
Internal	OFI - OP-06 Consider adding Well #2 VFD to description.	Add Well #2 VFD to description. Updated July 18, 2022. Approved by SOM on July 25, 2022.	July 25, 2022
Internal	OFI – OP-11 Consider updating OP-11 to reflect Town Distribution operator responsibilities.	Update OP-11 to reflect Town Distribution operator responsibilities. Updated July 18, 2022. Approved by SOM on July 25, 2022.	July 25, 2022
Internal	OFI – OP-18 Consider updating local emergency contact list and OIC SOP.	Minor update to contact list to remove employee no longer with OCWA and add new employee and update OIC SOP. OIC SOP updated July 14, 2022. Contact list updated July 18, 2022.	July 18, 2022

A root cause analysis and documented corrective actions are mandatory for any minor or major non-conformances uncovered during the internal or external audits.



## The Risk Assessment Process

Element 7 requires a risk assessment procedure be documented that would identify potential hazards and assess the ranks related to each hazardous event. Control measures must be identified for each hazardous event and critical control points must be recognized along with their limits. Risk assessments are required to be verified annually and re-assessed for the system every 36 months.

The last 3 year risk assessment re-write of the risk assessment was conducted on July 13, 2022 by Joshua Gravelle (PCT, QEMS Rep.), Paul Dyrda (Senior Operations Manager) and Joshua DeWaal (Operator/Mechanic). Minor changes were required, see OP-08A table 3 and revision history for details. Annual risk assessment review was completed April 14, 2022. The next 3 year risk assessment re-write is scheduled for July 2025.

## Emergency Response Testing

An emergency is considered a situation that could potentially result in a loss of ability to maintain service to the customers. The DWQMS requires that the Operating Authority list potential emergency situations and provide emergency response programs. OCWA maintains 6 mandatory contingency plans which cover the majority of possible emergency situations: Spill Response; Critical Injury; Critical Shortage of Staff; Loss of Service; Unsafe Water; and, Security Breach. One contingency must be tested annually and each must be reviewed at least once every 5 years. A CP related response to an actual event may be considered a review or test.

For this review period, the Spill Response contingency was reviewed and tested on July 20/21, 2022 and October 31, 2022 by staff in the Near North Cluster. The Essential Supplies and Services list was updated on May 3, 2022. Specifics of the test and scenario are listed within the Contingency Plan Review/Test Summary Form.

## Action Items from Previous Management Reviews

Action Items are initiated during management reviews when deficiencies are found within the Quality Management System. These action items are required to be completed by the person and date listed within them. At each management review, the status of the previous action items is to be examined.

For this review period, there were no action items from previous Management Review.

## Status of Other Actions Items identified Between Reviews

Action items are sometimes initiated in response to other audits or incidents. These items are to be reviewed during the management review process.

For the Mattawa Drinking Water System, there were no other action items which arose between reviews.

Section	Description of Findings	Type	Action	Responsibility/Assignee	Resolution Target Date	Resolution Date
Title Page, OP-05, OP-05A and Schedule C	Corporate revised OCWA Operational Plan title page, OP-05, OP-05A and Schedule C to address updates to the Ministry's Director's Directions. Item identified in OCWA memo dated February 28, 2022.	AI	Update title page, OP-05, OP-05A and Schedule C as per the corporate template to ensure new requirements are met. Select procedures/documents updated as per corporate template and emailed to management for review/approval. Reviewed/approved by SOM on April 8, 2022. Operational Plan not updated immediately as PCT using spare laptop while awaiting a new one. Spare does not have Adobe Acrobat, which is required to create and combine pdf documents. Operational Plan cannot be updated and sent to Owner and Operator until PCT has access to Adobe Acrobat. Updated operational plan and sent to owner/operator on April 19, 2022.	Joshua Gravelle PCT/QEMS Rep. (OCWA)	April 30, 2022	April 19, 2022
OP-08A	MECP issued a new potentially hazardous event to be included in the risk assessment outcomes, cybersecurity threats. Item identified in MECP letter dated April 18, 2022.	AI	Update OP-08 A to include cybersecurity threats with possible outcomes and existing control measures. Updated OP-08A sent to SOM for review/approval on April 14, 2022. SOM reviewed and approved updates on April 14, 2022 via email. Updated operational plan and sent to owner/operator on April 19, 2022.	Joshua Gravelle PCT/QEMS Rep. (OCWA)	May 3, 2022	April 19, 2022

## Changes that could Affect the Quality Management System

This discussion is held to examine any changes which have occurred within the organization, the Town or the Quality Management System throughout this review period.

New version DWQMS 2.0 has been implemented and Operational Plan has been updated to include all the new requirements of DWQMS 2.0. Endorsement of new Operational Plan completed July 24, 2019.

## Resources needed to maintain the DWQMS

Resources are defined as those things needed to implement or maintain the QMS such as physical work, financial resources and time involved by personnel. At each management review, it should be discussed what resources will be required to maintain or improve the QMS for the next review period.

The PCTs maintain the DWQMS and ensures management is kept informed of all aspects of the QEMS. An internal auditing and management review schedule is maintained by the PCTs and

adequate time is provided to conduct each of these. Internal and external audit results confirm a well-documented and implemented QEMS for the Mattawa Drinking Water System.

Current resources were reviewed and were deemed to be adequate for the next review period.

### Infrastructure Review

An infrastructure review is required annually by contractual obligations and DWQMS requirements. Infrastructure is assessed and recommendations are made to maintain or optimize the facility. The Operating Authority presents this review, in the form of a Capital Letter, to the Town and together, it is decided where resources should be prioritized.

Work on capital projects are in progress. Regular maintenance is performed as needed and all emergencies were provided adequate funding by the Town.

- During the review period, well house backflow preventer sprung a leak and was repaired.
- Programming was required to fix daily reports and the 3G network to the reservoir.
- Generator failed to run during test. Service technician purged air from the fuel system and returned it to normal operation.
- Further troubleshooting to bring UV#1 back online failed. In the process of attempting to bring it online, the TrojanUV Optiview unit failed. It was determined that the Optiview had an internal battery failure. The battery was bypassed while a replacement is on order. The Optiview is back online. Plant did not run while UVT was out of service.
- Repaired plumbing leak at well house.

The 2023 capital plans have been created. The Town has been provided with the plans and will provide feedback on accepted expenses sometime in the New Year once budget approvals have been completed.

### Operational Plan: Currency, Content, Updates

The DWQMS requires the Operating Authority to documents QMS for the drinking water system in the form of an Operational Plan. This operational plan is updated regularly to correspond with ongoing changes and to include any improvements made to the QMS.

The DWQMS operational Plan has only had minor revisions made during this review period. All updates have been done due to action items which were found through internal and/or external audits. This information can be found in Table 4.

The DWQMS Operational Plan version 2.0 was endorsed on July 24, 2019 after numerous updates. The DWQMS Operational Plan was updated July 25, 2022 to resolve action items from internal and external audits.



## Staff Suggestions, Recommendation for Improvement

Staff suggestions are made, either directly to the Manager or the Process and Compliance Technician, and are reviewed during the Management review. Should the suggestions be accepted, action items are created and assigned to the appropriate personnel to complete.

For this review period, there was no staff suggestions presented.

## Consideration of applicable Best Management Practices (BMPs)

The QEMS Representative and/or Operations Management in consultation with the SPC Manager will review and consider applicable internal and/or external BMPs identified by internal and/or external sources as part of the Management Review (OP-20).

BMPs may include, but are not limited to:

- Facility/Regional Hub practices developed and adopted as a result of changes to legislative or regulatory requirements, trends from audit findings or Mattawa Drinking Water System performance trends;
- OCWA-wide BMPs/guidance or recommended actions;
- Drinking water industry based standards/BMPs or recommendations; or
- Those published by the Ministry of the Environment, Conservation and Parks.

At a minimum, applicable BMPs must be reviewed and considered once every 36 months.

There was one BMPs identified during the review period, which was identified from recent MECP inspection report.

**Table 6: Best Management Practices**

Description of Findings	Type	Action	Resp./ Assign.	Resol. Target Date	Resol. Date
The following issues were also noted during the inspection: Mattawa DWS is a groundwater system that uses ultraviolet (UV)	BMP	Based on the information provided by the operating authority, it appears that the solution to this problem is an upgrade of the both UV units and SCADA system. It is recommended that municipality should upgrade the UV system as soon as possible to provide the UV redundancy. OCWA	Owner and Operating Authority	January 2023	Ongoing

Description of Findings	Type	Action	Resp./ Assign.	Resol. Target Date	Resol. Date
irradiation for primary disinfection and chlorination for secondary disinfection. The system was designed with two UV units to provide redundancy. One of Mattawa's UV units has not been functioning since July 26, 2021. The operating authority has put in significant efforts to repair the unit, but due to aging UV units and system contraol data acquisition (SCADA) system the attempts did not succeed as planned.		<p>has been working with TrojanUV and SCADA programmers to repair and replace the existing systems; while the Town is able to allocate funds to replace the UV equipment, PLCs and SCADA systems. The SCADA, PLC and UV systems are expensive and complex, requiring significant time and effort to resolve.</p> <ul style="list-style-type: none"> <li>•UV units were ordered from Trojan. Lengthy deliveries- haven't arrived yet. Perhaps December/January. Then Plan to schedule installation after they arrive. Installation of new UVs contingent on SCADA &amp; PLC upgrades.</li> <li>•PLC and SCADA upgrades are underway:</li> </ul> <p>The PLC development is well underway and programmer installed software on the new SCADA computer. We are awaiting delivery of the IO modules that will be installed at the reservoir. The Current ETA for upgrades is December.</p>			

We have considered the applicable BMP mentioned above during the Management Review.

### Next Management Review Meetings

Scheduled for November 2023.

**Table 7: Action Items Resulting from Review**

Action Items Resulting from Review			
Root Location of Action Within Minutes	Action Item	Personnel Responsible	Proposed Timeline
N/A	N/A	N/A	N/A

# Mattawa Drinking Water System - 2022 Summary of Findings

Revision O July 22, 2019

**Corrective Actions**  
 Mj - Major Non-conformance  
 Mn - Minor Non-conformance

**Preventative Actions**  
 OFI - Opportunity for Improvement  
 C/Obs - Comments or Observations

**Other Actions**  
 AI - Action Item

**IMPORTANT NOTE:** A root cause analysis must be completed for all Corrective Actions

Section	Description of Findings	Type	Action	Responsibility/Assignee	Resolution Target Date	Resolution Date	Verification/ Effectiveness of Action (include date and details)
Management Review: (November 30, 2022)							
No Findings							
External Audit (52 - 12 Month Surveillance): (Offsite: June 17, 2022)							
No Findings							
Internal Audit: (Desktop: June 27, 2022) (Onsite: July 13, 2022)							
6. Drinking Water System	Consider updating raw water characteristics to 2021	OFI	Update raw water characteristics to 2021. Updated July 18, 2022. Approved by SOM on July 25, 2022.	Joshua Gravelle, PCT/QEMS Rep. (OCWA)	Oct-22	25-Jul-22	Now updated OP-06 is effective at showing up to date info. Updated OP-06 sent to Operator/Municipality to update copies onsite. This will be verified during next annual internal audit.
6. Drinking Water System	Consider adding Well #2 VFD to description.	OFI	Add Well #2 VFD to description. Updated July 18, 2022. Approved by SOM on July 25, 2022.	Joshua Gravelle, PCT/QEMS Rep. (OCWA)	Oct-22	25-Jul-22	Now updated OP-06 is effective at showing up to date info. Updated OP-06 sent to Operator/Municipality to update copies onsite. This will be verified during next annual internal audit.
11. Personnel Coverage	Consider updating OP-11 to reflect Town Distribution operator responsibilities.	OFI	Update OP-11 to reflect Town Distribution operator responsibilities. Updated July 18, 2022. Approved by SOM on July 25, 2022.	Joshua Gravelle, PCT/QEMS Rep. (OCWA)	Oct-22	25-Jul-22	Now updated OP-11 is effective at showing up to date info. Updated OP-11 sent to Operator/Municipality to update copies onsite. This will be verified during next annual internal audit.
18. Emergency Management	Consider updating local emergency contact list and OIC SOP.	OFI	Minor update to contact list to remove employee no longer with OCWA and add new employee and update OIC SOP. OIC SOP updated July 14, 2022. Contact list updated July 18, 2022.	Joshua Gravelle, PCT/QEMS Rep. (OCWA)	Oct-22	18-Jul-22	Now updated the local emergency contact list and OIC SOP are up to date and effective. Updated list and SOP sent to Operator to insert in the FEP/SOP binder on site. This will be verified during next annual internal audit.

Section	Description of Findings	Type	Action	Responsibility/ Assignee	Resolution Target Date	Resolution Date	Verification/ Effectiveness of Action (include date and details)
MECP Inspection Recommendation and Best Practice Issues	<p>The following issues were also noted during the inspection:</p> <p>Mattawa DWS is a groundwater system that uses ultraviolet (UV) irradiation for primary disinfection and chlorination for secondary disinfection. The system was designed with two UV units to provide redundancy. One of Mattawa's UV units has not been functioning since July 26, 2021. The operating authority has put in significant efforts to repair the unit, but due to aging UV units and system control data acquisition (SCADA) system the attempts did not succeed as planned. Based on the information provided by the operating authority, it appears that the solution to this problem is an upgrade of the both UV units and SCADA system.</p>	BMP	<p>It is recommended that municipality should upgrade the UV system as soon as possible to provide the UV redundancy. OCWA has been working with TrojanUV and SCADA programmers to repair and replace the existing systems; while the Town is able to allocate funds to replace the UV equipment, PLCs and SCADA systems. The SCADA, PLC and UV systems are expensive and complex, requiring significant time and effort to resolve -UV units were ordered from Trojan. Lengthy deliveries - haven't arrived yet. Perhaps December/January. Then Plan to schedule installation after they arrive. Installation of new UVs contingent on SCADA &amp; PLC upgrades.</p> <p>•PLC and SCADA upgrades are underway. The PLC development is well underway and programmer installed software on the new SCADA computer. We are awaiting delivery of the IO modules that will be installed at the reservoir. The Current ETA for upgrades is December.</p>	Owner (Town of Mattawa) and Operations Personnel (OCWA)	Apr-23	Ongoing	
	<p>MECP Inspection: (January 19, 2022) (Optional Section)</p>						

Action Items Identified Between Management Reviews (include date item was identified)

Section	Description of Findings	Type	Action	Responsibility/ Assignee	Resolution Target Date	Resolution Date	Verification/ Effectiveness of Action (Include date and details)
Title Page, OP 05, OP-05A and Schedule C	Corporate revised OCWA Operational Plan title page, OP-05, OP-05A and Schedule C to address updates to the Ministry's Director's Directions Item identified in OCWA memo dated February 28, 2022.	AI	Update title page, OP-05, OP-05A and Schedule C as per the corporate template to ensure new requirements are met. Select procedures/documents updated as per corporate template and emailed to management for review/approval. Reviewed/approved by SOM on April 8, 2022. Operational Plan not updated immediately as PCT using spare laptop while awaiting a new one. Spare does not have Adobe Acrobat, which is required to create and combine .pdf documents. Operational Plan cannot be updated and sent to Owner and Operator until PCT has access to Adobe Acrobat. Updated operational plan and sent to owner/operator on April 19, 2022.	Joshua Gravelle PCT/QEMS Rep.(OCWA)	April 30, 2022	April 19, 2022	Now updated the title page, OP-05, OP-05 A and schedule C meet requirements of the Ministry's Director's Direction Updated procedures and plan sent to owner/operator to update copy of Operational Plan onsite. This will be verified during next internal audit.
OP-08A	MECP issued a new potentially hazardous event to be included in the risk assessment outcomes, cybersecurity threats. Item identified in MECP letter dated April 13, 2022.	AI	Update OP-08 A to include cybersecurity threats with possible outcomes and existing control measures. Updated OP-08A sent to SOM for review/approval on April 14, 2022. SOM reviewed and approved updates on April 14, 2022 via email. Updated operational plan and sent to owner/operator on April 19, 2022.	Joshua Gravelle PCT/QEMS Rep (OCWA)	May 3, 2022	April 19, 2022	Now updated OP-08A is effective at meeting MECP requirements. Updated procedure and plan sent to owner/operator to update copy of Operational Plan onsite. This will be verified during next internal audit.

**Info**

*Copy to agenda*

**From:** Bottos, Linda <LBottos@aurora.ca> on behalf of Council Secretariat <clerks@aurora.ca>  
**Sent:** November 24, 2022 6:10 PM  
**Subject:** Aurora Council Resolution - Modifications to York Region Official Plan  
**Attachments:** Letter-AuroraResolution-Modifications-to-YorkRegion-OfficialPlan.pdf

4.3

To: All Ontario Municipalities

Good afternoon,

Please find attached correspondence further to the Town of Aurora Council meeting of November 22, 2022, regarding a resolution adopted by Council respecting "Modifications to York Region Official Plan".

Thank you,  
Linda

*Linda Bottos (she/her)*  
Council/Committee Coordinator  
Town of Aurora  
Phone: 365-500-3054  
[lbottos@aurora.ca](mailto:lbottos@aurora.ca)  
[www.aurora.ca](http://www.aurora.ca)

We acknowledge that in Aurora we are on the traditional and Treaty #20 territory of the Chippewas of Georgina Island, who are Anishinaabe peoples, and one of the First Nations reserves in Ontario. We are grateful to them for sharing their lands with us.



Legislative Services  
Michael de Rond  
905-726-4771  
clerks@aurora.ca

Town of Aurora  
100 John West Way, Box 1000  
Aurora, ON L4G 6J1

November 23, 2022

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

**Delivered by email**  
**premier@ontario.ca**

Dear Premier:

**Re: Town of Aurora Council Resolution of November 22, 2022; Re: Motion 7.1 –  
Mayor Mrakas – Modifications to York Region Official Plan**

Please be advised that this matter was considered by Council at its meeting held on November 22, 2022, and in this regard, Council adopted the following resolution:

**Whereas the Province on November 4, 2022, approved the York Region Official Plan with 80 modifications; and**

**Whereas these modifications to the Regional Official Plan have been made by the Minister including two in the Town of Aurora; and**

**Whereas these modifications have been made without consultation or support by the Town of Aurora; and**

**Whereas Section 4.2 is modified by adding a new policy subsection after policy 4.2.29, titled "Special Provisions", followed by new policies: "4.2.30 Special provisions for the lands known municipally as 1289 Wellington Street East in the City of Aurora (PIN 036425499). Notwithstanding any other policies in this Plan to the contrary, the minimum density target to be achieved is 330 units per hectare and minimum building height of 12 storeys.";**

- 1. Now Therefore Be It Hereby Resolved That the Town of Aurora opposes the modification by the Minister of Municipal Affairs and Housing for the lands known municipally as 1289 Wellington Street East in the Town of Aurora (PIN 036425499); and**
- 2. Be It Further Resolved That the Town of Aurora requests the Minister to revoke special provision 4.2.30 to allow for the normal planning process to occur, as the Modification to the Regional Official Plan is contrary to the**



**planning applications (OPA and ZBA) currently before the OLT (case files: OLT-22-004187 and OLT-22-004188); and**

- 3. Be It Further Resolved That a copy of this Motion be sent to The Honourable Doug Ford, Premier of Ontario, The Honorable Sylvia Jones, Deputy Premier of Ontario, The Honourable Steve Clark, Minister of Municipal Affairs and Housing, Peter Tabuns, Interim Leader of the New Democratic Party, and all MPPs in the Province of Ontario; and**
- 4. Be It Further Resolved That a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration; and**
- 5. Be It Further Resolved That a letter be submitted to The Honourable Doug Ford, Premier of Ontario, The Honourable Steve Clark, Minister of Municipal Affairs and Housing, The Honourable Michael Parsa, Associate Minister of Housing and MPP Aurora—Oak Ridges—Richmond Hill, and Dawn Gallagher Murphy, MPP Newmarket—Aurora, expressing our disappointment with the lack of consultation and communication with the Town of Aurora and requesting that an explanation as to why this significant change was warranted be provided.**

The above is for your consideration and any attention deemed necessary.

Yours sincerely,



Michael de Rond  
Town Clerk  
The Corporation of the Town of Aurora

MdR/lb

Copy: Hon. Sylvia Jones, Deputy Premier of Ontario  
Hon. Steve Clark, Minister of Municipal Affairs and Housing  
Peter Tabuns, Interim Leader, New Democratic Party  
All Ontario Members of Provincial Parliament  
Association of Municipalities of Ontario (AMO)  
All Ontario Municipalities

**From:** ROMA Board <roma@roma.on.ca>  
**Sent:** November 23, 2022 9:23 AM  
**To:** Amy Leclerc  
**Subject:** ROMA Insider: ROMA 2023 and Board Elections

4.4

Trouble viewing this email? [View in browser](#)



## ROMA 2023: Breaking New Ground

*Deadline for delegation requests: November 28*

*Deadline for early bird registration: December 2*

The 2023 ROMA Annual Conference will be back in person for the first time in two years, running from **January 22 to January 24** at the Sheraton Centre Hotel in Toronto.

The Conference provides newly elected municipal leaders a great opportunity to learn about the provincial-municipal relationship, network with other leaders and learn about shared priorities.

The theme *Breaking New Ground* highlights how ROMA and rural communities across Ontario are developing innovative solutions to meet today's rising challenges. It also refers to the high priority we place on supporting more attainable housing.

Keynote speakers include an opening address from Jesse Wentz, the cultural commentator and well-known author of *Reconciled: Family, Truth, and Indigenous Reconciliation*. Informed by his personal and professional experiences, Wentz will explore how companies, organizations, institutions and governments can create meaningful change for Indigenous people and themselves.

The program will close with Dr. Thomas Homer-Dixon, author of *Commanding Hope: The Power We Have to Renew a World in Peril*. As the world confronts a series of simultaneous crises, Homer-Dixon

will delve into why and how we got here and, most importantly, the powers we possess to renew our imperiled world.

The Premier, provincial Ministers and opposition leaders typically address the conference, in addition to holding hundreds of delegation meetings. There will also be sessions on issues like housing, emergency planning, Indigenous relations, and much more.

Visit [roma.on.ca](http://roma.on.ca) to register.

## ROMA Board Elections

Representing the needs of rural communities from across the province is important to ROMA's advocacy work. The ROMA Board is comprised of 10 Zone Representatives. These positions will be elected for a four-year term at the 2023 Conference. If interested in running for a Board position, download the nominations package and submit by **December 26, 2022**.

Check out the [ROMA Zone map](#) to learn more about your ROMA Zone.

[Find your ROMA Zone representative](#)

[www.roma.on.ca](http://www.roma.on.ca)

Follow us: [Twitter](#) [Facebook](#)

200 University Avenue, Suite 801  
Toronto, Ontario  
M5H 3C6

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*If you would like to Opt Out of ROMA Newsletter communications please [link](#)*



**Info**

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4.5

**From:** Monica Hawkins <monica.hawkins@eastferris.ca>  
**Sent:** November 23, 2022 10:48 AM  
**To:** Municipality of Calvin; Andrée Gagné; j.leblond@chisholm.ca; admin@mattawan.ca; Municipality of West Nipissing; Township of Papineau-Cameron; clerk@temagami.ca; South Algonquin, township of; Info  
**Cc:** fonom.info@gmail.com  
**Subject:** FONOM Board of Directors - Term 2023 - 2026  
**Attachments:** FONOM -Call for Nomination to FONOM Executive for the District.pdf; FONOM Board of Directors.docx; FONOM Terry Kelly.docx

Good morning:

Please find attach a letter from the Municipality of East Ferris along with certified resolution requesting support for re-appointment of Councillor Terry Kelly to the FONOM Board of Directors for the term 2023-2026.

**Monica L. Hawkins, AMCT**  
*Clerk*



**East Ferris**  
MUNICIPALITY • MUNICIPALITÉ

390 Hwy 94, Corbeil, ON P0H 1K0

T: 705-752-2740 ext. 227 | F: 705-752-2452 | W: eastferris.ca

October 31, 2022

Dear CAO/Clerk:

## Re: Representative on FONOM Executive Committee (Board)

The Constitution of the Federation of Northern Ontario Municipalities (FONOM), of which you are a member, allows a representative from the territorial district of Nipissing to sit on the Executive Committee (Board of Directors) of FONOM. The current representative is Councillor Terry Kelly from the Municipality of East Ferris (*Note, Terry will continue to represent Nipissing until February 3, 2023*). As the current board appointments soon expire, we seek your nomination to fill this term that will run until the next general municipal election in 2026.

Please advise me of the name of your nominee to represent the District of Nipissing on the FONOM board.

Your resolution can be sent to me by mail at 615 Hardy Street North Bay, Ontario, P1B 8S2, or by email at [fonom.info@gmail.com](mailto:fonom.info@gmail.com). The Executive member chosen to represent the territorial district of Nipissing shall be selected by resolution of a majority of all the member municipalities within the district from the resolutions received on or before **Friday, February 3, 2023**. Note that the first meeting of the new FONOM board will be held Sunday, January 22, 2023, in Toronto (in conjunction with OGRA/ROMA annual conference).

If you have any questions regarding this matter, please contact me by telephone or email at [fonom.info@gmail.com](mailto:fonom.info@gmail.com). Thank you for your assistance with this matter and your municipality's continuing support of FONOM.

Sincerely yours,



Executive Director

Distribution:

Township of Bonfield	Township of Chisholm	Township of Calvin
Township of East Ferris	Town of Mattawa	Township of Mattawan
Township of Papineau-Cameron	Township of South Algonquin	Municipality of Temagami
Municipality of West Nipissing		



November 23<sup>rd</sup>, 2022

Municipality of Calvin  
Township of Bonfield  
Township of Chisholm  
Municipality of Temagami  
Township of Mattawan  
Municipality of West Nipissing  
Township of Papineau-Cameron  
Town of Mattawa and the Township of South Algonquin

Dear Mayor and Council Members:

**RE: Representative on FONOM Board of Directors**

The Municipality of East Ferris is requesting your support for the re-appointment of Councillor Terry Kelly to the Board of Directors of FONOM for the next Board Term (2023/2026) to represent the Municipality of Calvin, the Township of Bonfield, the Municipality of East Ferris, the Township of Chisholm, the Municipality of Temagami, the Township of Mattawan, the Municipality of West Nipissing, the Township of Papineau-Cameron, the Town of Mattawa and the Township of South Algonquin in the District of Nipissing.

If you would like to support Councillor Kelly's re-appointment to the FONOM Board, please forward a formal Council resolution to the FONOM office or by email [fonom.info@gmail.com](mailto:fonom.info@gmail.com) as indicated on their correspondence dated October 31, 2022.

Thank you for your Municipality's continued support.

Sincerely,

Monica L. Hawkins,  
Clerk





**REGULAR COUNCIL MEETING**  
HELD  
November 22<sup>nd</sup>, 2022

**2022-307**

**Moved by** Councillor Trahan  
**Seconded by** Deputy Mayor Rooyakkers

THAT the Council for the Municipality of East Ferris hereby nominates Councillor Terry Kelly from the Municipality of East Ferris, to continue as the FONOM Board Representative for the Nipissing District for the 2023-2026 term.

**Carried Mayor Rochefort**

CERTIFIED to be a true copy of  
Resolution No. 2022-307 passed by the  
Council of the Municipality of East Ferris  
on the 22nd day of November 2022.

*Monica L. Hawkins*  
Monica L. Hawkins, AMCT  
Clerk

**Info**

4.6

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**From:** Monica Hawkins <monica.hawkins@eastferris.ca>  
**Sent:** December 5, 2022 11:00 AM  
**To:** Elaine Gunnell; j.leblond@chisholm.ca; Andrée Gagné; Township of Papineau-Cameron; infomachar@vianet.ca; lmarshall@powassan.net; Municipality of Calvin; JoAnne Montreuil, CEMC Municipality of Mattawan; Info; Karen McIsaac  
**Subject:** Fred Dean, Nigel Bellchamber Council Training

Follow up to email of November 23<sup>rd</sup>, 2022.

Registrations are coming in for the Council training session with Nigel Bellchamber and Fred Dean at the East Ferris Community Centre Friday, December 16<sup>th</sup>, 2022. Just a reminder that there is still time to register. I will be taking registrations up to Wednesday, December 14<sup>th</sup>, 2022 if you have not done so yet.

Have a great week everyone!

**Monica L. Hawkins, AMCT**

*Clerk*



390 Hwy 94, Corbeil, ON P0H 1K0

**T:** 705-752-2740 ext. 227 | **F:** 705-752-2452 | **W:** eastferris.ca

## Info

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**From:** Monica Hawkins <monica.hawkins@eastferris.ca>  
**Sent:** November 23, 2022 2:04 PM  
**To:** Elaine Gunnell; j.leblond@chisholm.ca; Andrée Gagné; Township of Papineau-Cameron; JoAnne Montreuil, CEMC Municipality of Mattawan; Info; Municipality of Calvin; Kris Croskery-Hodgins  
**Subject:** Nigel Bellchamber and Fred Dean Council training session

Good afternoon everyone:

I have been discussing with Nigel Bellchamber regarding Council training session. I have booked Nigel Bellchamber and Fred Dean for Friday, December 16<sup>th</sup>, 2022 from 8:30 a.m. to 4:00 p.m. at East Ferris Community Centre (arena in Astorville).

Since we will be hosting it at the Arena in Astorville, we will be able to accommodate a large capacity. I am anticipating that the cost will be \$300 per registered person. Lunch and Coffee break snacks are included in the registration fee.

Registration Deadline for this Training session will be opened until December 12<sup>th</sup>, 2022.

I will be in contact with Nigel shortly and ask him if he has some type of brochure/flyer to circulate to municipalities.

Talk soon!

**Monica L. Hawkins, AMCT**  
*Clerk*



390 Hwy 94, Corbeil, ON P0H 1K0

**T:** 705-752-2740 ext. 227 | **F:** 705-752-2452 | **W:** eastferris.ca



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4.7

November 23<sup>rd</sup>, 2022

Association of Municipalities of Ontario (AMO)  
200 University Avenue  
Suite 801  
Toronto, Ontario  
M5H 3C6

By E-Mail To: [amo@amo.on.ca](mailto:amo@amo.on.ca)

Dear Sir/Madam:

**RE: Resolution – OMAFRA Ontario Wildlife Damage Compensation Program  
Administrative Fee**

Please be advised that the Council of the Corporation of the Township of Lanark Highlands passed the following resolution at their regular meeting held November 22<sup>nd</sup>, 2022:

*Moved by Reeve McLaren*

*Seconded by Councillor Rodger*

***THAT, the Council of the Township of Lanark Highlands supports Tay Valley Township's resolution regarding OMAFRA Ontario Wildlife Damage Compensation Program Administrative Fee;***

***AND THAT, this resolution be circulated to the Association of Municipalities of Ontario (AMO) and all Ontario Municipalities for their consideration and support.***

**Carried**

Sincerely,

*Amanda Noël*

Amanda Noël,  
Clerk

Encls.

c.c. Hon. Sylvia Jones, Solicitor General of Ontario

[sylvia.jones@ontario.ca](mailto:sylvia.jones@ontario.ca)



# Tay Valley Township

August 31, 2022

Association of Municipalities of Ontario (AMO)  
200 University Ave., Suite 801  
Toronto, ON M5H 3C6  
Sent via email: [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca)

**RE: RESOLUTION – OMAFRA Ontario Wildlife Damage Compensation Program  
Administrative Fee**

The Council of the Corporation of Tay Valley Township at it's Council meeting on August 23<sup>rd</sup>, 2022 adopted the following resolution:

**RESOLUTION #C-2022-08-42**

**"WHEREAS**, the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) administers the Ontario Wildlife Damage Compensation Program to provide compensation to farm producers for livestock killed by wildlife;

**AND WHEREAS**, Ontario Municipalities administer the Program on behalf of OMAFRA by appointing a Livestock Investigator and staff to work on wildlife damage claims;

**AND WHEREAS**, the costs associated with wildlife damage claims typically exceed the administration fee of \$50.00 per claim as provided to the Municipality from OMAFRA;

**NOW THEREFORE BE IT RESOLVED THAT**, the Council of Tay Valley Township request the Ministry of Agriculture, Food and Rural Affairs to review the administrative fee provided to Municipalities for the administration of the Ontario Wildlife Damage Compensation Program;

**AND FURTHER THAT**, this resolution be circulated to the Association of Municipalities of Ontario (AMO) and all Ontario Municipalities for their consideration and support."

**ADOPTED**



If you require any further information, please do not hesitate to contact the undersigned at (613) 267-5353 ext. 130 or [deputyclerk@tayvalleytwp.ca](mailto:deputyclerk@tayvalleytwp.ca).

Sincerely,

A handwritten signature in black ink that reads "Janie Laidlaw". The signature is written in a cursive style with a large initial "J".

Janie Laidlaw, Deputy Clerk

cc: All Municipalities of Ontario





**REGULAR COUNCIL MEETING**  
HELD  
November 22<sup>nd</sup>, 2022

**2022-306**

**Moved by** Councillor Kelly  
**Seconded by** Deputy Mayor Rooyakkers

THAT the Corporation of the Municipality of East Ferris appoints Councillor Champagne to the Board of Health for the North Bay Parry Sound District Health Unit as the Nipissing District/East Municipal Representative for the 2022-2026 term of Council.

**Carried Mayor Rochefort**

CERTIFIED to be a true copy of  
Resolution No. 2022-306 passed by the  
Council of the Municipality of East Ferris  
on the 22nd day of November 2022.

*Monica L. Hawkins*  
Monica L. Hawkins, AMCT  
Clerk

**Francine Desormeau**

4.9  
copy to agenda  
(CAS attending  
Dec 15th Webinar)

**From:** GICBP / PBCVI (INFC) <gicbp-pbcvi@infc.gc.ca>  
**Sent:** December 5, 2022 3:39 PM  
**To:** GICBP / PBCVI (INFC)  
**Subject:** Green and Inclusive Community Buildings Program – Launch of the Second Scheduled Intake / Programme de bâtiments communautaires verts et inclusifs – Lancement du deuxième appel de demandes prévu

*La version française suit.*

Infrastructure Canada is pleased to announce the launch of the second scheduled intake for the Green and Inclusive Community Buildings (GICB) program.

The GICB program aims to build more community buildings and improve existing ones – in particular in areas with populations experiencing higher needs – while also making the buildings more energy efficient, lower carbon, more resilient, and higher performing.

- The second scheduled intake for **large retrofit and new build** projects, with total eligible costs ranging from \$3 million to \$25 million, is now open. The deadline to apply is February 28, 2023 at 15:00 ET.
- The program continues to accept **small and medium retrofit** projects, with total eligible costs ranging from \$100,000 to \$3 million, under the continuous intake stream. The deadline to apply is February 28, 2023 at 15:00 ET.

You are invited to attend one of our upcoming webinars to learn more about the GICB program, eligibility requirements and how to develop and submit an application. You will also have the opportunity to ask questions to program representatives. The first webinars are scheduled for December 15<sup>th</sup> and 20<sup>th</sup> (English) and December 21<sup>st</sup> (French) with additional dates in January 2023. Visit the [GICB website](#) for more details and to register.

To apply online, log-in to the [Applicant Portal](#) using your existing username/password. If you do not already have an online account, you must complete the [Applicant Registration Form](#).

If you have any questions about the GICB program, contact us at [gicbp-pbcvi@infc.gc.ca](mailto:gicbp-pbcvi@infc.gc.ca).

Sincerely,

**Green and Inclusive Community Buildings**  
Infrastructure Canada / Government of Canada

---

# FONOM

Federation of Northern Ontario Municipalities

4.10  
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orig to FONOM ✓  
file

November 22, 2022

## FONOM welcomes new Highway Safety Standard

The Federation of Northern Ontario Municipalities (FONOM) is applauding the provincial government's recent announcement that bare pavement on Northern highways will now be required within 12 hours of a winter storm.

"FONOM would like to thank Minister of Transportation Caroline Mulroney and the provincial government for making this critical change," said FONOM President Danny Whalen. "Highways in Northern Ontario connect our communities; and having highways 17 and 11 cleared quicker after the minimal standard is reached is important for road safety."

Previously this year, the province announced the 2+1 Highway pilot project on Highway 11 north of North Bay and the work of the Northern Ontario Transportation Task Force as steps to ensure highways 11 and 17 serve the residents of the North.

FONOM will continue to work with the Ministry and Ford Government on matters of importance to our member municipalities. The FONOM Board will continue this advocacy during the Rural Ontario Municipal Association conference this January.

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



President Danny Whalen  
705-622-2479

**Info**

*copy to agenda*

**From:** Marianne Zadra <Marianne.Zadra@dnssab.ca>  
**Sent:** October 20, 2022 3:51 PM  
**To:** Admin@mattawan.ca; Alisa Craddock, Dir of Corp Services/Treasurer; Andree Gagne; Beverley Hillier; Brent Kalinowski; Brian Walker; Bryan Martin CAO Clerk/Treasurer; Calvin Township - Lynda Kovacs - Clerk Treasurer; Craig.D; David Euler; Francine Desormeau; Ian Kilgour; Info; Jason McMartin Clerk Treasurer; Jason Trottier CAO; Jenny Leblond; West Nipissing Municipality - Jean Pierre Barbeau - CAO  
**Cc:** Catherine Matheson  
**Subject:** Another media release from DNSSAB  
**Attachments:** MEDIA RELEASE - Aiming to End Chronic Homelessness by 2025-BFZ.pdf

4.11

Hi everyone,

Yesterday I sent a release that we've just issued regarding the Income and Poverty Report DNSSAB wrote based on the most recent census, and today I've attached another just released on how DNSSAB and its partners are gathering accurate information on homelessness in the District.

Have a great night,  
Marianne



Marianne Zadra  
 Communications & Executive Coordinator | Communications et Coordonnatrice exécutive  
 District of Nipissing Social Services Administration Board (DNSSAB) |  
 Conseil d'administration des services sociaux du district de Nipissing (CASSDN)

**Healthy communities without poverty | Des communautés saines et sans pauvreté**

200 McIntyre Street East, | 200, rue McIntyre Est, | North Bay, ON, P1B 8V6  
 Phone | Téléphone: (705) 474-2151 x. 3127  
 Fax | Télécopieur: (705) 474-7155

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FOR IMMEDIATE RELEASE

OCTOBER 20, 2022

## AIMING TO END CHRONIC HOMELESSNESS BY 2025

**North Bay, ON:** The District of Nipissing is now part of a national change effort helping a core group of leading communities end chronic homelessness.

The Nipissing District was accepted as a Built For Zero (BFZ) community in June 2022 and is now committed to using a structured, supportive and data-driven approach that focuses on optimizing local homeless systems, accelerating the adoption of proven practices and driving continuous improvement to end chronic homelessness. Working with the Canadian Alliance to End Homelessness (CAEH), Nipissing District will start setting goals to reach [functional zero](#) for Chronic Homelessness by 2025.

Data required to inform this movement is gathered through the By Name List (BNL) and the Homeless Individuals and Families Information System (HIFIS), which are both important parts of Coordinated Access Nipissing (CAN).

The BNL began during the last homelessness count a year ago, and is updated weekly with monthly reports sent to the Province. It is an ongoing, real-time list of people experiencing homelessness in a community. This list is shared by service providers, that are part of CAN, so that households experiencing homelessness can be prioritized and appropriately matched with available supports and housing that will help them be permanently and successfully housed.

HIFIS works with web-based sharing of data, case management information and shared service models. With the consent of those being served, CAN partner agencies meet and case conference and put together collaborative goal plans for shared clients using the information in the HIFIS 4.0 platform. This system makes it easier for those being served, as they only have to tell their story and answer questions once.

CAN offers many shared access points through partner agencies, shared and common assessments of individuals experiencing homelessness, and shared data and information to better prioritize and coordinate housing and supports.

“The real time, quality data will allow the District partner agencies to have a more accurate picture of the needs, the service and housing gaps and barriers to be addressed,” Says Mark King, Chair DNSSAB.

-30-

Media Contact: [Marianne.Zadra@dnssab.ca](mailto:Marianne.Zadra@dnssab.ca)

**Info**

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Copy to agenda  
orig to Council  
file

**From:** Jeff Celentano <jeffreyjcelentano@gmail.com>  
**Sent:** November 18, 2022 11:21 AM  
**To:** Info  
**Subject:** Congrats/Services

4.12

Please Forward To Mayor Ray Belanger. Thx.

Hello Mayor Ray,  
First off, Congrats!  
Second, just a note to let you know of my interest in providing consulting facilitation/advisory services to new Municipal councils - New Councillor Orientation (which I will be facilitating for McKellar Twp.) and Priorities & Planning for the nNew Council Term (which I will be facilitating for the City of North Bay).  
Let me know if you/your Council might have an interest in these or other services.  
All the Best!  
Regards,  
Jeff Celentano, M.P.A.  
(Cell) (705) 491-0869



Mattawa & Area Police Services Board  
(Group of 4)

P. O. Box 390, Mattawa, ON P0H 1V0

4.13

copy to agenda

RECEIVED

NOV 18 2022

November 18, 2022

Town of Mattawa  
via email: [info@mattawa.ca](mailto:info@mattawa.ca)  
P. O. Box 390  
Mattawa, ON P0H 1V0

Municipality of Mattawan  
via email: [admin@mattawan.ca](mailto:admin@mattawan.ca)  
P. O. Box 610  
Mattawa, ON P0H 1V0

Township of Papineau-Cameron  
via email: [admin@papineaucameron.ca](mailto:admin@papineaucameron.ca)  
P. O. Box 630  
Mattawa, ON P0H 1V0

Municipality of Calvin  
via email: [administration@calvintownship.ca](mailto:administration@calvintownship.ca)  
1355 Peddlers Drive, R. R. #2  
Mattawa, ON P0H 1V0

Dear Mayors and Councils:

Re: Mattawa and Area Police Services Board Member Composition

Congratulations to all newly elected and acclaimed Mayors and Councillors. With respect to the Mattawa and Area Police Services Board composition a rotation schedule was adopted in which stated:

“Be it resolved that the Mattawa and Area Police Services Board wishes to establish a revised rotation schedule for the Council appointed member seats in order to have the Town of Mattawa’s Council seat a permanent one on the Board. The revised rotation schedule is as follows:

<b>Term of Council</b>	<b>Municipality</b>	<b>Representation</b>
2019-2022	Town of Mattawa	(head or member of Council)
	Township of Papineau-Cameron	(member of Council)
	Municipality of Mattawan	(member at large)
2023-2026	Town of Mattawa	(head or member of Council)
	Municipality of Calvin	(member of Council)
	Township of Papineau-Cameron	(member at large)
2027-2030	Town of Mattawa	(head or member of Council)
	Municipality of Mattawan	(member of Council)
	Municipality of Calvin	(member at large)

.../2

- Town of Mattawa
- Municipality of Calvin
- Township of Papineau-Cameron
- Municipality of Mattawan

Please send the names and contact information of the two municipal appointments and the one community appointment (member at large) selected by way of council resolution. The first meeting of the board will be held on Wednesday, February 15, 2023.

A previous discussion was held during the June board meeting and was stated that the municipality which does not have a seat on the board be invited to have a representative attend meetings for information purposes only. For the 2023-2026 Term of Council the Municipality of Mattawan will not have a voting seat but we are requesting to have a representative attend the meetings if your Council wishes and advise the board secretary.

Please do not hesitate to contact me if any additional information and/or clarification is required.

Thank you.

Kindest Regards,

A handwritten signature in cursive script that reads "Amy Leclerc".

Amy Leclerc  
Secretary-Treasurer

**Info**

copy to agenda

**From:** Amanda Fernandez <a.fernandez@inclusifyy.com>  
**Sent:** November 17, 2022 11:31 AM  
**To:** Amanda Fernandez  
**Subject:** EDI/Anti-Racism Training for Council and Municipal Leaders  
**Attachments:** EDI-Anti-Racism Council Training-2022.pdf

4.14

Good morning!

I hope this email finds you well and warm. 🌻

\*\*\*

**What:** Inclusifyy, a Canadian organization, is offering a two-part workshop on equity, diversity, and inclusion (EDI), and anti-racism training designed specifically for council and municipal leaders. We have previously supported council and municipal leaders, and the federal and provincial government in building communities and organizations of inclusion and belonging, and these workshops are the foundation.

**When:** These workshops will be offered twice in two separate cohorts.

Cohort 1: December 06 and December 08, 2022; 12:30-3:30 (Eastern)

Cohort 2: January 17 and January 19, 2023; 12:30-3:30 (Eastern)

**Where:** Online/real-time

**For Whom:** Councillors, CAOs, CFOs, Managers, Mayors, Deputy Mayors, Treasurers, Directors, Clerks, HR, EDI Managers

**Deliverables:**

- 1.
2. Two workshops delivered in real-time/virtually.

3. A feedback survey between each workshop (this will ensure we are meeting attendees where they are in their equity journey).
4. Slide deck for both workshops.
5. A post-workshop discussion guide for municipal council members and senior municipal leaders.
6. A resources toolkit.
7. EDI audit guide and resource.

**Learning Objectives:**

**Part 1: Foundations**

- 1.
2. Alignment: Develop shared language to ensure alignment and commitment;
3. Understand: Our historical and contemporary location and context when it comes to making anti-racism and EDI progress;
4. Kaizen (Continuous Improvement): Develop the mindset for conducting equity work as municipal council members and senior municipal leaders: (1) Executing a four-step Kaizen process to ensure sustainability of equity efforts; (2) Executing a four-step feedback process to sustain growth of communities;
5. Equity Literacy: Build racial and equity literacy as well as effective communication skills around racism, gender discrimination, transphobia and oppression;
6. Systemic Barriers: Develop an understanding of anti-Black racism, anti-Indigenous racism, gender discrimination, transphobia and other forms of oppression that are faced by marginalized community members;
7. Accountability: Leadership and council’s core values and accountability in relation to equity work.

**Part 2: Execution/Implementation**

**Guest Speaker:** Gerald Taiaiake Alfred  
**Topic:** Learning from Indigenous governance systems

- 1.
2. Behaviours: municipal council members and senior municipal leaders' behaviours required to do anti-racism and anti-oppression work in communities;
3. Hard conversations: Facilitating uncomfortable conversations (how to respond when someone says or does something racist);
4. Policy: Identify evolving manifestations of segregation, assimilation, and integration in policy, practice, and process;
5. Budget: Allocating and managing resources in an equitable manner;
6. Metrics/Measurement: Equity, diversity and inclusion metrics and key performance indicators;
7. EDI audits/reviews, action plan, and next steps (now that we have learned all of this, what do we do next).

**Registration deadline:** November 25, 2022

Please see attached for more details on pricing, etc. Kindly share widely.

Alternatively, tickets can be purchased via Eventbrite:

1. December 06 & December 08: <https://www.eventbrite.com/e/edianti-racism-training-for-council-and-municipal-leaders-dec-06-08-tickets-41603169098>
2. January 17 & January 19: <https://www.eventbrite.com/e/edianti-racism-training-for-council-and-municipal-leaders-jan-17-19-tickets-416080527057>

It is with hope that I close this email.

With appreciation,  
Amanda

**Amanda Fernandez, MI, MBA**

Founder, Inclusifyy

+1647.801.5223

[a.fernandez@inclusifyy.com](mailto:a.fernandez@inclusifyy.com)

[www.linkedin.com/in/amandafernandez--inclusifyy/](http://www.linkedin.com/in/amandafernandez--inclusifyy/)



[www.inclusifyy.com](http://www.inclusifyy.com)

[www.linkedin.com/company/inclusifyy](http://www.linkedin.com/company/inclusifyy)

I would like to acknowledge the land on which I live & work: Mississauga. I am grateful to the original caretakers of this land and seek to create a relationship of meaning, respect, and dignity. This land is part of the Treaty Lands and Territory of the Mississaugas of the Credit. For thousands of years, Indigenous peoples inhabited and cared for this land. In particular, I acknowledge the territory of the Anishinabek, Huron-Wendat, Haudenosaunee, and Ojibway/Chippewa peoples; the land that is home to the Metis; and most recently, the territory of the Mississaugas of the Credit First Nation who are direct descendants of the Mississaugas of the Credit.

I wouldn't be who I am today without the original caretakers. I am grateful to have the opportunity to work and live on this land, and by doing so, give my respect to its first inhabitants. I recognize that this land acknowledgement is only the beginning of cultivating strong relationships with Canada's First Peoples, and I need to do better in cultivating an understanding and appreciation of their cultures to ensure they are the beneficiaries of my diversity, equity and inclusion initiatives.



INCLUSIFY



## **Two-Part Workshop: EDI & Anti-Racism Leadership and Council Training**

These two workshops are specifically designed for municipal council members and senior municipal leaders and take a personal, interpersonal and systemic/structural approach to understanding anti-Black racism, anti-Indigenous racism, gender discrimination, transphobia and other forms of oppression that are faced by staff and community members.

We are mindful that municipal governments face the largest burden of services with the least amount of money, and one of the goals of these workshops will be to lead municipal council members and senior municipal leaders in utilizing Kaizen (continuous improvement) to ensure that more can be done by utilizing existing resources, budget and processes.

In these two workshops, attendees will learn to recognize how they benefit from, maintain, and support structural and systemic barriers in their communities. Recognizing the sensitivity of the subject matter, council members and senior municipal leaders will be guided through feelings of discomfort to ensure they feel able to process how their feelings relate to the issues under the mandate of building inclusive and equitable communities. Change-makers will also learn how to identify and manage privilege and fragility as well as facilitate uncomfortable conversations, while being mindful of their role in building communities of inclusion and belonging.



## Learning objectives:

### Part 1: Foundations

Facilitators: Daniel and Amanda

1. Alignment: Develop shared language to ensure alignment and commitment;
2. Understand: Our historical and contemporary location and context when it comes to making anti-racism and EDI progress;
3. Kaizen (Continuous Improvement): Develop the mindset for conducting equity work as municipal council members and senior municipal leaders: (1) Executing a four-step Kaizen process to ensure sustainability of equity efforts; (2) Executing a four-step feedback process to sustain growth of communities;
4. Equity Literacy: Build racial and equity literacy as well as effective communication skills around racism, gender discrimination, transphobia and oppression;
5. Systemic Barriers: Develop an understanding of anti-Black racism, anti-Indigenous racism, gender discrimination, transphobia and other forms of oppression that are faced by marginalized community members;
6. Accountability: Leadership and council's core values and accountability in relation to equity work.

### Part 2: Execution/Implementation

Guest Speaker: Gerald Taiaiake Alfred

Topic: Learning from Indigenous governance systems

Facilitators: Daniel and Amanda

1. Behaviours: municipal council members and senior municipal leaders' behaviours required to do anti-racism and anti-oppression work in communities;
2. Hard conversations: Facilitating uncomfortable conversations (how to respond when someone says or does something racist);
3. Policy: Identify evolving manifestations of segregation, assimilation, and integration in policy, practice, and process;
4. Budget: Allocating and managing resources in an equitable manner;
5. Metrics/Measurement: Equity, diversity and inclusion metrics and key performance indicators;
6. EDI audits/reviews, action plan, and next steps (now that we have learned all of this, what do we do next).



## **Deliverables:**

1. Two workshops delivered in real-time/virtually.
2. A feedback survey between each workshop (this will ensure we are meeting attendees where they are in their equity journey).
3. Slide deck for both workshops.
4. A post-workshop discussion guide for municipal council members and senior municipal leaders.
5. A resources toolkit.
6. EDI audit guide and resource.



**Dates and Pricing:**

<b>These workshops will be offered twice in two separate cohorts</b>			
<b>Cohort 1</b>			
Part 1	December 06, 2022	12:30-3:30 (Eastern)	CAD250/attendee
Part 2	December 08, 2022	12:30-3:30 (Eastern)	CAD250/attendee
<b>Cohort 2</b>			
Part 1	January 17, 2023	12:30-3:30 (Eastern)	CAD250/attendee
Part 2	January 19, 2023	12:30-3:30 (Eastern)	CAD250/attendee

**Target Audience:**

Councillors, CAOs, CFOs, Managers, Mayors, Deputy Mayors, Treasurers, Directors, Clerks, HR, EDI Managers

**Registration closes: November 25, 2022**



**Next steps:**

1. Please email Amanda to reserve seats as soon as possible as seats are limited ([a.fernandez@inclusifyy.com](mailto:a.fernandez@inclusifyy.com)).
2. Amanda will respond back with workshop agreement and invoice.
3. Signing of service agreement and paying of invoice.
4. 5 business days prior to workshops, online registration and access will be emailed.
5. Bulk discounts are available for large groups.

Alternatively, tickets can be purchased via Eventbrite:

1. December 06 & December 08: <https://www.eventbrite.com/e/edianti-racism-training-for-council-and-municipal-leaders-dec-06-08-tickets-416031690987>
2. January 17 & January 19: <https://www.eventbrite.com/e/edianti-racism-training-for-council-and-municipal-leaders-jan-17-19-tickets-416080527057>



## Recommendations:

The Greater Charlottetown Area Chamber of Commerce hired Amanda Fernandez, founder of Inclusify, to deliver equity, diversity and inclusion training to two cohorts of Prince Edward Island employers in the summer and fall of 2021. The training program was funded by Employment and Social Development Canada, via the PEI Department of Economic Growth, Tourism and Culture.

Each cohort was comprised of 20 employers, with each employer committing one or two senior representatives to take part in the seven-week program. The program included seven two-hour instructional workshops that were delivered via Zoom; each employer also received one one-on-one consulting session with Ms. Fernandez.

The training program introduced equity, diversity and inclusion concepts in the workplace, and guided participants in the development, implementation and evaluation of EDI strategies and policies within their own organizations.

Ms. Fernandez introduced the concepts of racism, white privilege, white supremacy, white centering, unconscious bias and intersectionality; she also discussed the effects of colonization, as well as racial trauma. She incorporated case studies and a newcomer panel discussion into the program, which enabled participants to learn first-hand about the difficult lived experiences of newcomers in Island workplaces. Much of this was new to the participants, and painfully eye-opening.

Ms. Fernandez's workshops were laser focused, well-paced and highly engaging. Her presentations were chock full of informative and relevant content. She didn't shy away from delivering hard truths, holding participants accountable for harmful views, and pushing them to do better. Regardless of how uncomfortable these sessions sometimes were, in our weekly post-workshop surveys, participants consistently reported that they wanted more, more, and still more.

Based on the positive feedback we received from our participants, and our own observations of the impact of Ms. Fernandez's work, we wouldn't hesitate to recommend her to employers wishing to receive equity, diversity and inclusion training.



Nicole Bellefleur | PEI Connectors Program Director, Greater  
Charlottetown Area Chamber of Commerce



**Testimonial for Amanda Fernandez's *Inclusify*:**

Although I have only recently been introduced to Amanda Fernandez's work on diversity, equity, and inclusion, the quality of her insights and her focus on the root causes of inequity are profound, original, single-minded, persuasive, and refreshing. While it has become mantra and cliché that racism and discrimination are systemic and structural, few analysts and influencers begin there.

If inequity and discrimination are systemic, then a systems approach to workplaces is as obvious as it is non-negotiable. That is what Amanda accomplishes: a holistic assessment of organizations as systems and structures, grounded in critical analysis and an acute awareness of the organizational need for forward movement. Her insights are acute and prescient.

In all of my communications with Amanda, including a recent keynote and a five-part equity workshop, I have observed her character and personality to encompass a prism of stellar attributes: dynamic and energetic, impassioned and enthusiastic, forcefully articulate and empathetically gentle, a deep and original thinker, an emotive storyteller, and a powerfully engaged speaker.

Undergirding these qualities are two that evoke my deepest admiration and respect: consummate organizational skills that are never rigid and inflexible; and reliance on and grounding in solid evidence and research.

I trust these comments serve to support, without hesitation, Amanda Fernandez and *Inclusify*.

**Alvin M. Schrader, PhD**

Professor Emeritus, Practicum Sessional Instructor  
*Institute for Sexual Minority Studies and Services (iSMSS)*  
7-104 Education Centre - North  
University of Alberta  
Edmonton AB T6G 2G5

We had the extreme pleasure of having Amanda present eight webinars in a diversity and inclusion series. Her webinars were thoughtful, well presented and enabled participants to engage and share thoughts and feelings. She ensured that topics were presented in a clear concise manner, which allowed the material to flow seamlessly. A constant professional from the initial meeting to the completion of the project. I would recommend Amanda for facilitation, speaking or training events. We look forward to the opportunity to work with her again in the future.



Connie Corse, CCDP | Training Manager, Nova Scotia Career Development Association, Halifax, NS

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The *Inclusify* training I received from Amanda Fernandez was core-changing. By this I mean, it transformed the core of my values which forever-changed my thoughts and actions. I came to the course owning I had personal biases as well as knowing that, on more than a few occasions, I had remained a silent bystander during racist situations. I came to the course wanting to learn how to become a better person but quickly realized that I really just wanted to learn how to feel better about the person that I was. Amanda called me on that—she respectfully and consistently pushed back until I came face-to-face (literally, while looking at myself in the reflection of my computer screen) with how much I needed to learn, relearn, and most critical to me...unlearn. I unlearned that being “not racist” is what people need to strive for; I relearned that my say:do ratio is critical to ending racism; and I learned I must actively be an anti-racist each and every minute of each and every day. It is not enough to want to be better—I need to do better. And Amanda is *the one* to guide the way to truly achieving diversity, equity, and inclusion not only in our workplaces, but also within our homes and neighbourhoods and across our shared world and its communities.



Leanne Myggland-Carter | Director of Library Services at Spruce Grove Public Library, Spruce Grove, Alberta



## The Team



**Amanda Fernandez, MI, MBA, Founder, Inclusify**

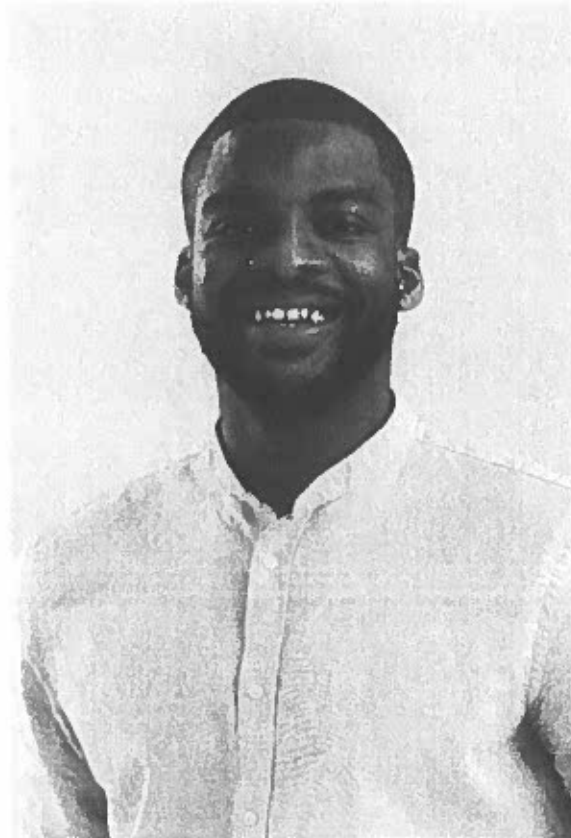
I founded Inclusify to invest my skills, knowledge, and privilege into countering inequitable workplace practices. I am single-minded about EDI and setting our clients up for success: I guide change-makers in creating corporate cultures where all employees have the support and tools they need to thrive.

I have extensive experience in people-management, leading large-scale organizational change, project management, and overall business awesomeness.

I believe in creating meaningful personal connections through empathetic listening, powerful story-telling, and salty language. I am a fan of quality whisky and bourbon, and my voice goes up two octaves when I see any non-human animal.

<u>Queen’s University, Canada</u>	Executive Master of Business Administration (MBA)
<u>CEIBS, China</u>	Business Fundamentals in China
<u>University of Toronto, Canada</u>	Master of Information
<u>University of Toronto, Canada</u>	Certificate: Human Resources Management
<u>University of Toronto, Canada</u>	Honours, Bachelor of Arts, English

**Email** [a.fernandez@inclusify.com](mailto:a.fernandez@inclusify.com)  
**LinkedIn** <https://www.linkedin.com/in/amandafernandez--inclusify/>  
**Website** [www.inclusify.com](http://www.inclusify.com)  
**Phone** +1647-801-5223



**Daniel Ohaegbu, Qualitative Researcher & Workshop Facilitator**

I have extensive experience in qualitative research, interpretative phenomenological analysis and discourse analysis. I build and facilitate workshops that take a personal, interpersonal and systemic approach to building inclusive organizational cultures.

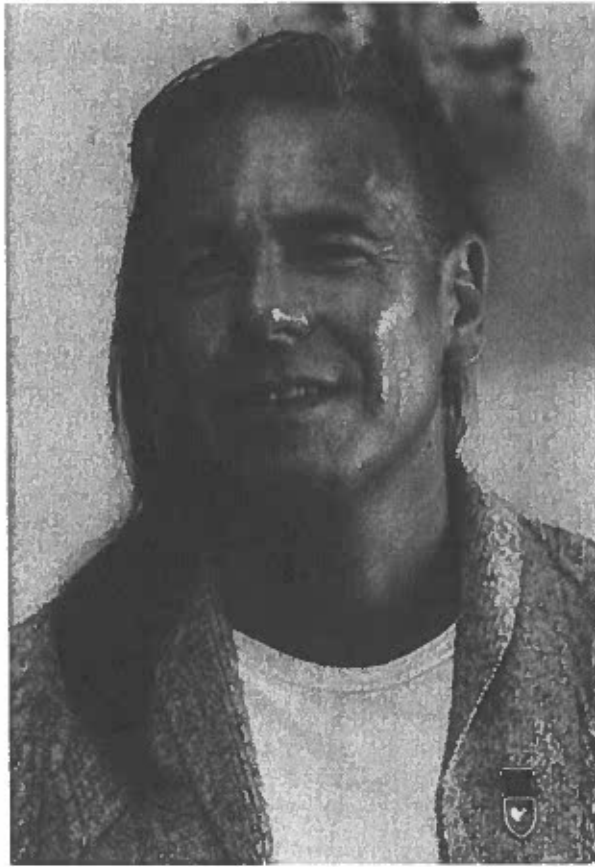
The Atlantic Business magazine, 2020, selected me, “Bridge Builder,” as one of the 30 Under 30 innovators in Atlantic Canada. I received:

The “Outstanding Individual” award from the PEI Newcomers Association for my continuous work and involvement in supporting the growing newcomer communities in PEI.

The community organizer award from Faces of Fusion Charlottetown for my significant contributions to the Charlottetown community through activism, volunteerism, and community engagement.

I am a dynamic emcee and have volunteered to host various community events, collaborate and help community partners.

I am the Executive Director and co-founder of the Atlantic Student Development Alliance (ASDA) and co-founder of MIQ. With Inclusify, I do qualitative research, and build and facilitate workshops.



Gerald Taiiaki Alfred

I am a Kahnawà:ke Mohawk writer, researcher, policy analyst, and political strategist with more than three decades of experience in First Nations governance, politics and cultural restoration and impact assessments. I was a university professor for 25 years, during which time I founded Concordia University's Centre for Native Education and the University of Victoria's Indigenous Governance Program, and originated and developed Indigenous Resurgence as an intellectual paradigm. I left academia in 2019 and am now devoted to working directly with my own and other Indigenous people to breathe life into our ancestral visions of nationhood and on cultural revitalization and environmental restoration.

**Website:** <https://taiiaki.net/>



# TOWNSHIP OF WARWICK

"A Community in Action"

5280 Nauvoo Road | P.O. Box 10 | Watford, ON N0M 2S0

4.15

Copy to agenda

Township Office: (226) 848-3926  
Watford Arena: (519) 876-2808  
Website: [www.warwicktownship.ca](http://www.warwicktownship.ca)

Works Department: (519) 849-3923  
Fax: (226) 848-6136  
E-mail: [info@warwicktownship.ca](mailto:info@warwicktownship.ca)

## BY E-MAIL ONLY

November 16, 2022

Tracy Robinson, CN Rail President and CEO  
Montreal (Headquarters)  
935 de La Gauchetière Street West  
Montreal, Quebec, Canada  
H3B 2M9

Dear Tracy Robinson:

**Re: CN Railway Contribution Requirements under the *Drainage Act* and Impacts on Municipal Drain Infrastructure in Ontario**

At the October 17, 2022, regular Council meeting Warwick Township Council discussed the continuing impacts of CN's decision not to participate in funding municipal drains in Ontario, as per the *Drainage Act*, and the negative consequences on our community and others in the Province and approved the following resolution to be circulated to CN and related partners:

***WHEREAS municipal drains are considered critical rural infrastructure that support food production, food security, the environment and economic sustainability in rural Ontario;***

***AND WHEREAS the creation, maintenance and contribution requirements towards municipal drain infrastructure are governed by the *Drainage Act*;***

***AND WHEREAS an official from CN Rail has formally communicated to the Township of Warwick that "CN's decision is that it is a federally regulated entity under CTA guidelines, as such, are not governed by provincial regulations";***

***AND WHEREAS the implication that any public utility could become exempt from the financial requirements invalidates the underlying principle that all benefitting from municipal drain projects are required to contribute financially, including all public utilities;***

**AND WHEREAS there are currently at least fifty-five municipal drainage projects in Ontario being impacted by CN's actions and refusal to contribute as per the Drainage Act;**

**AND WHEREAS the Township of Warwick and many rural municipalities have expressed concerns over this CN Rail position to the Ministry of Agriculture and Rural Affairs consistently over at least the past four years;**

**AND WHEREAS the Township of Warwick and other rural municipalities met with Minister Thompson at the Association of Municipalities in Ontario (AMO) on this issue and Minister Thompson has confirmed it remains the Provincial government's position that the Drainage Act does apply to all federally regulated railways;**

**NOW THEREFORE the Council of the Township of Warwick hereby declares as follows:**

**THAT Ontario's Drainage Act is an important piece of legislation used to meet the drainage needs of a variety of stakeholders, including agricultural businesses and ultimately food production, thereby supporting families, neighbours, and thriving communities;**

**AND THAT CN Rail be called upon to act as a partner to municipalities and agriculture in Ontario and reconsider its position that the Drainage Act does not apply to it as a public entity;**

**AND THAT CN Rail contribute to all municipal drains in Ontario, as per section 26 of the Drainage Act, and work to expedite its response timelines to the fifty-five projects currently on hold in Ontario so that the projects impacting the agriculture sector can proceed and be dealt with in a timely manner after years of delay caused directly by CN Rail;**

**AND THAT a copy of this resolution be circulated to Minister of Agriculture Food and Rural Affairs Lisa Thompson, local MPP Monte McNaughton, Minister of Agriculture and Agri-Food Marie-Claude Bibeau, CN Manager Public Affairs, Ontario & Atlantic Canada Daniel Salvatore, the President and CEO of CN Rail Tracy Robinson, Director of Government Relations Railway Association of Canada Gregory Kolz and to all municipalities in Ontario for their support.**

**- Carried.**

Warwick Township Council looks forward to a timely response from CN in the hopes that this issue impacting rural Ontario can be resolved.

Sincerely,



Amanda Gubbels  
CAO/Clerk  
Township of Warwick

Cc:

Lisa Thompson, Minister of Agriculture Food and Rural Affairs,  
Monte McNaughton, MPP Lambton-Kent-Middlesex  
Marie-Claude Bibeau, Minister of Agriculture and Agri-Food  
Daniel Salvatore, CN Manager Public Affairs, Ontario & Atlantic Canada  
Cyrus Reporter, CN Vice-President, Public, Government and Regulatory Affairs  
Jonathan Abecassis, CN Media Relations & Public Affairs  
Gregory Kolz, Director of Government Relations, Railway Association of Canada  
All Ontario municipalities

**Info**

copy to agenda ✓  
orig to Cassellholme ✓  
file

**From:** Julie Pilkey <pilkeyj@cassellholme.on.ca>  
**Sent:** November 15, 2022 2:00 PM  
**To:** Bryan Martin  
**Cc:** Info; Jason McMartin; Jason McMartin; Cindy Pigeau; 'administration@calvintownship.ca'  
**Subject:** Cassellholme Term Expiration - Robert Corriveau  
**Attachments:** Term Expiration Letter - Robert Corriveau.pdf

4.16

Hello Bryan  
Attached is a letter in regards to the recent Municipal Election and the changes to the representation on Cassellholme's Board of Management. Please share this information with your Mayor and your area 2 Councils.  
As per the letter, the Township of South Algonquin is next to select a new member to sit on the Cassellholme Board. Please forward me your selection as soon as possible.  
Please also forward me contact information for your new Mayor so I can update our contacts list.  
If you have any questions, please feel free to contact me.  
Thank you  
Julie

**Stay Healthy / Stay Safe**  
*Julie Pilkey*  
Finance & Administration Coordinator

**CASSELLHOLME**

*Compassionate care for life's journey*

400 Olive Street  
North Bay, ON P1B 6J4  
Tel: 705-474-4250 ext. 308  
Fax: 705-474-6129  
Website: [www.cassellholme.ca](http://www.cassellholme.ca)



November 11, 2022

Mr. Bryan Martin  
Clerk Treasurer  
Township of South Algonquin  
7 Third Avenue  
P.O. Box 217  
Whitney, ON K0J 2M0

Dear Mr. Martin

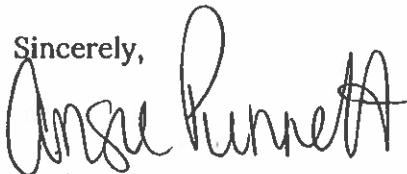
On October 24, 2022, Municipal Elections were held across the Province. These elections resulted in changes to the representation on Cassellholme's Board of Management. Board composition is legislated by the Long-Term Care Homes Act, 2007.

Mr. Robert Corriveau has represented Area 2 on Cassellholme's Board since December 2021, replacing Mr. Dean Backer for the remainder of his 2018 - 2022 term. Mr. Corriveau's term is set to expire on December 31, 2022. According to the historical rotating schedule of Cassellholme Board representation, the Township of South Algonquin should select the new member from its council members. A letter of approval from the other municipalities in Area 2 (Mattawa, Papineau-Cameron and Calvin) should be forwarded to Cassellholme.

I would ask that after the selection has been made that Cassellholme be contacted as soon as possible so that we might arrange an orientation to Cassellholme for the new member. As well, we'd like to extend to the new member, an invitation to participate in our December Board Meeting, tentatively to be held on December 15, 2022, at 5:00 p.m.

I would be pleased to provide further details or answer any questions that you or any councilors might have on this or any other issue regarding Cassellholme.

Sincerely,



Angie Punnett  
Administrator

c.c. Township of Papineau-Cameron  
Town of Mattawa  
Municipality of Calvin

4.17

December 1, 2022

Karine Pelletier  
Clerk-Treasurer  
Township of McGarry  
**Via email**

*copy to agenda*

RE: motion dated September 13, 2022 regarding misogyny and hatred, and strengthening powers of the Integrity Commissioner the ability to recommend expulsion of members of council.

Dear Ms. Pelletier,

During the November 28, 2022 regular meeting of council, correspondence circulated to council regarding the above was discussed, with the following resolution of support was passed:

Moved: Bill Clark      Seconded: Joel Field

*"THAT the Council of the Town of Petrolia support the Township of McGarry and their resolutions in relation to strengthening the powers of the Integrity Commissioner and the ability's to recommend the expulsion of councillors in circumstances of misogyny, hatred and all forms of discrimination;  
AND THAT this support also be forwarded to the Ministry of Municipal Affairs and Housing."*

Carried

Kind regards,

*Original Signed*

Mandi Pearson  
Clerk/Operations Clerk

cc: Hon. Steve Clark, Minister of Municipal Affairs and Housing  
MMAH  
Bob Bailey, MPP Sarnia-Lambton  
Municipalities of Ontario

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694

411 Greenfield Street, Petrolia, ON, N0N 1R0

[www.town.petrolia.on.ca](http://www.town.petrolia.on.ca)





*copy to agenda*

**Municipality of Huron Shores**  
7 Bridge Street, PO Box 460  
Iron Bridge, ON P0R 1H0  
Tel: (705) 843-2033 Fax: (705) 843-2035

November 2, 2022

Attn: Honourable Doug Ford  
Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, Ontario  
M7A 1A1

Dear Premier,

Re: Res. #22-24-16 – Opposition to Bill 3

The Council of the Corporation of the Municipality of Huron Shores passed Resolution #22-24-16 at the Regular Meeting held Wednesday, October 26<sup>th</sup>, 2022, as follows:

“WHEREAS the Government of Ontario, through the Minister of Municipal Affairs and Housing, has introduced Bill 3 which is described as “An Act to amend various statutes with respect to special powers and duties of heads of council;

AND WHEREAS this Bill, if enacted, will initially apply to the City of Toronto and the City of Ottawa, but will later be expanded to include other municipalities according to a statement made by the Premier at the 2022 AMO annual conference;

AND WHEREAS this Bill, if enacted, will give Mayors additional authority and powers, and correspondingly take away authority and powers from Councils and professional staff, and will include giving the Mayor the authority to propose and adopt the Municipal budget and to veto some decisions of Council;

AND WHEREAS this Bill, if enacted, will give authority over professional staff to the Mayor, including that of the Chief Administrative Officer;

AND WHEREAS these changes will result in a reduction of independence for professional staff including the CAO, who currently provide objective information to the Council and public and will now take direction from the Mayor alone when the Mayor so directs;

AND WHEREAS these surprising and unnecessary changes to the historical balance of power between a Mayor and Council, and which historically gave the final say in all matters to the will of the majority of the elected Council;

NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Municipality of Huron Shores passes this resolution to petition the Government of Ontario:

1. THAT these changes to the *Municipal Act, 2001*, are unnecessary and will negatively affect the Municipality of Huron Shores;
2. THAT if the Ontario Government deems these changes necessary in large single-tier municipalities such as Toronto and Ottawa, that such changes should not be implemented in smaller municipalities;
3. THAT the Ontario Government should enact legislation clarifying the role of Mayor, Council and Chief Administrative Officer, similar to those recommended by the Ontario Municipality Administrator's Association and those recommended by Justice Marrocco in the Collingwood judicial inquiry of 2022; and
4. THAT if the stated goal of this legislation is to construct more housing in Ontario that this can be accomplished through other means including amendment of the *Planning Act* and funding of more affordable housing;

AND BE IT FURTHER RESOLVED THAT a copy of this resolution be provided to the Premier of Ontario, the Minister of Municipal Affairs and Housing, the "Standing Committee on Heritage, Infrastructure and Cultural Policy", MP Carol Hughes, the Association of Municipalities of Ontario and all municipalities in Ontario."

Should you require anything further in order to address the above-noted resolution, please contact the undersigned.

Yours truly,



Natashia Roberts

Chief Administrative Officer (CAO)/Clerk  
NR/KN



November 4, 2022

*Copy to agenda*

Corporation of the Town of Mattawa  
Sent via email: [info@mattawa.ca](mailto:info@mattawa.ca)

AND

Corporation of the Municipality of Wawa  
Sent via email: [slord@wawa.cc](mailto:slord@wawa.cc)

**RE: Government of Ontario – Bill 3**

At its regular meeting held on November 3, 2022 the Malahide Township Council passed the following Resolution:

**No. 22-443**

**Moved By: Chester Glinski**

**Seconded By: Scott Lewis**

**THAT the Corporation of the Town of Mattawa and Corporation of the Municipality of Wawa's resolution to petition the Government of Ontario in relation to Bill 3 be supported.**

**Carried**

Please do not hesitate to contact me if you require any further information.

Respectfully,

*A Adams*

Allison Adams,  
Manager of Legislative Services/Clerk



**Premier of Ontario**  
**Premier ministre**  
**de l'Ontario**

Legislative Building  
 Queen's Park  
 Toronto, Ontario  
 M7A 1A1  
 Édifice de l'Assemblée législative  
 Queen's Park  
 Toronto (Ontario)  
 M7A 1A1

*Copy to agude ✓*  
*copy to Mayor ✓*  
*Belanger*  
*(via email)*

**4.18**

November 14, 2022

Mayor-elect Raymond Belanger  
 Town of Mattawa

Dear Mayor-elect Belanger:

It is my pleasure to congratulate you on your recent election.

As our government delivers on its ambitious plan to build Ontario, we will continue to work with the province's 444 municipalities as key partners. That means working together to build the public transit, homes and roads and highways needed to meet the needs of growing communities and keep our economy moving forward. It means working together to build good schools for students to learn in and high-quality hospitals and long-term care homes that care for people.

Our government also recognizes the significant pressures facing municipal budgets after two very difficult and unpredictable years. That's why, in 2021, Ontario provided municipalities with over \$1.3 billion in financial relief above and beyond the \$4-billion Safe Restart Agreement to further assist in covering municipal needs. We will continue working with the federal government and municipal partners to protect the long-term sustainability of municipal budgets.

As we do, we're also providing funding so that you can modernize municipal services and find opportunities to make local service delivery more efficient so we can continue to make life more convenient and affordable for taxpayers.

I want you to know that our government will always be here to listen to your needs. When Team Ontario works together, there's nothing we can't do.

Together, let's get building.

Sincerely,

Doug Ford  
 Premier

**Francine Desormeau**

*copy to agenda ✓  
orig to OCWA ✓*

**From:** Sylvie Lemieux <SLemieux@ocwa.com>  
**Sent:** September 29, 2022 9:21 AM  
**To:** Sylvie Lemieux  
**Cc:** Eric Nielson  
**Subject:** New council Standard of Care Training for OCWA clients

**4.19**

Good morning,

OCWA will be hosting Standard of Care training sessions in the Northeastern Ontario Region after next month's municipal elections. As in the past, we have contracted the Walkerton Clean Water Centre to deliver this training, offered to newly elected council, board members and councillors as well as a refresher for returning council members and staff. It is designed to inform/educate decision makers on their responsibilities and liabilities regarding their water treatment systems.

This training is offered at no cost to all OCWA clients.

We are in the process of securing some dates and locations for 4 in-person training sessions in the region and are requesting your feedback on the following:

- 1 – Would your council/board or staff be interested in the Standard of Care Training?
- 2 – Would you prefer the in-person training in your area to be held this Fall, Winter or Spring?
- 3 – Would you prefer a virtual training session or a combination of both options?
- 4 – If you would like the virtual option, when would you prefer, Fall, Winter or Spring?

I thank you for taking a moment to respond by replying to this email at your earliest convenience.

Kind Regards,

*Sylvie*

Sylvie Lemieux  
Business Development Manager, Northeastern Ontario  
Ontario Clean Water Agency  
C: 705-271-6041 | email: [slemieux@ocwa.com](mailto:slemieux@ocwa.com)



## Amy Leclerc

---

**From:** Minister (MMAH) <minister.mah@ontario.ca>  
**Sent:** November 15, 2022 1:18 PM  
**To:** Amy Leclerc  
**Subject:** Letter from Minister Steve Clark (4885)

copy to agenda  
4.20

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-  
7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto (Ontario) M7A 2J3  
Tél. : 416 585-7000



234-2022-4885

November 15, 2022

Your Worship  
Mayor Raymond A. Belanger  
Town of Mattawa  
amy.honen@mattawa.ca

Dear Mayor Belanger and Council:

Please accept my congratulations on your success in the recent municipal elections. I want to thank you for your decision to serve the public, and I look forward to working with you throughout the upcoming term.

As a former mayor, I know firsthand just how important municipal government is to Ontarians. I also know your constituents expect local government to be effective and responsive as you deliver critical local services, and that you expect the same in our relationship.

Throughout my time as Minister of Municipal Affairs and Housing, I have been proud to work with mayors and councils across Ontario to deliver on our shared priorities. I value the expertise and advice I have received from local governments, which has helped shape our decision-making to date.

There is much work ahead of us. Our government is working hard to make living in Ontario more affordable. Bill 23, the More Homes Built Faster Act, takes bold action to advance our plan to address the housing crisis by building 1.5 million homes across Ontario over the next 10 years. We will continue to work with all our municipal partners to get shovels in the ground and build more homes faster.

As we work together to serve the people of our great province, I want to hear about the challenges you face. I know that local representatives understand their communities and that you can help us ensure that local government is working harder, smarter and more efficiently. Best wishes to you and to council for success over the next four years.

Sincerely,

A handwritten signature in black ink that reads "Steve Clark".



November 14, 2022

## **Councils across the North start a New Chapter**

The Federation of Northern Ontario Municipalities (FONOM) is the unified voice of Northeastern Ontario, representing and advocating on behalf of 110 cities, towns, and municipalities.

Our mission is to improve the economic and social quality of life for all northerners and ensure our youth's future.

The FONOM Board wishes to congratulate your council as you begin your four-year term. Please consider FONOM as a resource, and please keep us informed on issues of regional importance.

As Northern Municipalities, we have unique challenges. We will address those challenges by working with our neighboring communities, our district association, and FONOM.

Sincerely,



Danny Whalen  
President

**Francine Desormeau**

Copy to agenda ✓  
Copy to Services ✓  
4.22 Committee (next meeting)

**From:** Marianne Zadra <Marianne.Zadra@dnssab.ca>  
**Sent:** November 10, 2022 1:48 PM  
**To:** Admin@mattawan.ca; Alisa Craddock, Dir of Corp Services/Treasurer; Andree Gagne; Beverley Hillier; Brent Kalinowski; Brian Walker; Bryan Martin CAO Clerk/Treasurer; Calvin Township - Lynda Kovacs - Clerk Treasurer; Craig.D; David Euler; Francine Desormeau; Ian Kilgour; Info; Jason McMartin Clerk Treasurer; Jason Trottier CAO; Jenny Leblond; West Nipissing Municipality - Jean Pierre Barbeau - CAO  
**Cc:** Donna Mayer  
**Subject:** The third round of the Rapid Housing Initiative is coming soon!

Good afternoon everyone,

Below is an email from CMHC. Donna Mayer, Manager of Project Development with DNSSAB asked that I forward this to you for your information.

CMHC has announced the details on the [Rapid Housing Initiative](#). Projects in Nipissing District are eligible for the [Projects Stream](#). The application window will be open **from December 12, 2022, to March 15, 2023**.

Project teams can apply directly to CMHC. DNSSAB is not a party to the selection process. Contact Jeff Kolibash, your CMHC Specialist for more information at [jkolibas@cmhc.ca](mailto:jkolibas@cmhc.ca).

**From:** Canada Mortgage and Housing Corporation <[donotreply@cmhc-schl.gc.ca](mailto:donotreply@cmhc-schl.gc.ca)>  
**Sent:** November 10, 2022 12:15 PM  
**To:** Donna Mayer <[Donna.Mayer@dnssab.ca](mailto:Donna.Mayer@dnssab.ca)>  
**Subject:** The third round of the Rapid Housing Initiative is coming soon!

Here's your chance to help provide affordable housing for those who need it most  
[View online.](#)



## Rapid Housing Initiative

The application window for the third round of the Rapid Housing Initiative (RHI) will be open **from December 12, 2022, to March 15, 2023**.

CMHC launched the Rapid Housing Initiative to quickly develop new affordable housing to those who need it most. We're looking to build more affordable housing units under our **Cities Stream** and **Projects Stream**.

We've already invested in over 10,000 affordable housing units, and with an additional \$1.5B investment we will be supporting the rapid creation of at least 4,500 more!

This is an opportunity to help those in severe housing need with the construction of new affordable housing units!

[Check if you are eligible](#)

## Upcoming Webinars

The Introduction to the Rapid Housing Initiative 3 will take place on **November 16, 2022**. A second session on the same topic will also be held on **November 23, 2022**.

During this 60-minute information session, you'll gain a basic knowledge of the Rapid Housing Initiative, its parameters and the changes from the previous rounds.

[Add the November 16 session to your calendar](#)

[Add the November 23 session to your calendar](#)



## RHI 3 Streams



**A total of \$500 million will be allocated** under the Cities Stream to 41 pre-determined municipalities.

[Learn more about the Cities Stream](#)

**\$1 billion is available** through our Projects Stream, an applications-based stream whereby provinces, territories, municipalities, Indigenous governing bodies and organizations, and non-profit organizations can apply.

[Learn more about the Projects Stream](#)

Sign up today to get the latest update on this initiative.

[Sign up](#)

[www.cmhc.ca](http://www.cmhc.ca)

### SYSTEM OVERVIEW

July 1<sup>st</sup> to September 30<sup>th</sup>, 2022

### OPERATIONAL HIGHLIGHTS

Copy to agenda ✓  
Dig to Water ✓  
4.23 Dept. file

#### Drinking Water System

- The water treatment system operated well during the third quarter.
- Lightning storm damage to landline communications at reservoir to the well house. Programming to run pumps off the reservoir level float as a temporary fix for continuation of operations.
- August 5, 2022 - 1/2 inch copper service pipe replacement, 4 foot section. Air gap created and maintained throughout the installation. Pipe and repair parts disinfected. Followed by post repair flushing at 381 3rd St. Free chlorine residual = 0.82 mg/L. Service turned off at 1130 and restored at 1330. OIC - Jim Aucoin.
- August 8, 2022 - 3/4 inch plastic service pipe and corporation stop replacement. Air gap created and maintained throughout the installation. Pipe and repair parts disinfected. Followed by post repair flushing at 441 7th St. Free chlorine residual = 0.36 mg/L. Service turned off at 0900 and restored at 1000. OIC - Jim Aucoin.
- August 9, 2022 - 3/4 inch plastic service replacement. Air gap created and maintained throughout the installation. Pipe and repair parts disinfected. Followed by post repair flushing at 351 7th St. Free chlorine residual = 0.35 mg/L. Service turned off at 0900 and restored at 1130. OIC - Jim Aucoin.
- August 18, 2022 – Town of Mattawa Public Works staff repaired broken service at 338 Main St.
- September 12, 2022 – The Town of Mattawa Public Works department completed a service line repair at 131 6th St.

#### Wastewater Treatment

- The wastewater treatment system performed well during the third quarter.

### CAPITAL PLAN PROGRESS

#### Drinking Water System

- N/A

#### Wastewater Treatment

- N/A

### ASSET MANAGEMENT

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- See Appendix A - Work Order summary for water treatment plant (WTP)
- See Appendix B - Work Order summary for wastewater treatment lagoon (WWTL)

### CALL-OUT SUMMARY

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- See Appendix C – Call-out Report for WTP
- See Appendix D - Call-out Report for WWTL

### REGULATORY

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- All drinking water samples required under O. Regulation 170/03 were collected and tested in the third quarter of 2022 and all results fell within regulatory limits.
- There was no Ministry of the Environment, Conservation and Parks (MECP) or Ministry of Labour (MOL) inspections conducted this quarter.
- Quarterly trihalomethanes (THM), haloacetic acids (HAA), Nitrate and Nitrite sampling completed July 20, 2022.
- Annual above ground well inspections completed July 13, 2022, for both wells.
- Internal audit completed on DWQMS 2.0 and 36 month risk assessment review completed on July 13, 2022. Four Opportunities for Improvement (OFI) identified and addressed.
- Operational Plan updated July 25, 2022 due to recent internal audit findings.
- All sewage samples required under the system’s C of A collected and tested in the third quarter of 2022.

### INCIDENTS AND COMPLAINTS

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#### *Mattawa Drinking Water System*

<b>Incident</b>	Reservoir Overflow (Spill)
<b>Date</b>	July 25, 2022
<b>Details</b>	<p>SAC Ref No.:1-1Z1FK1          Type of Event: Spill          Start Date &amp; Time: July 25, 2022 @ 0130 hrs.          Termination: July 25, 2022 @ 0630 hrs.          Duration: approx. 5 hours          Approximate volume: 900 m3          Details: Lightning strike to reservoir caused communication loss to water plant. Duty high lift pump was switched to run on backup float instead. Float faulted, pump ran until operator noticed in morning. Causing reservoir to overflow.          Receiver: Ground for a long distance, possibly Ottawa River.</p>



Downstream Users: No  
Actions: Instrumentation Technician contacted for repair. In the meantime, pump cycles must be operated manually.  
Further Actions: Backup float system was fixed and tested and now functional to stop pump. Technician to look into phone line issues.  
Reporting: Verbal & written reports to MOE SAC, Local MECP and EC.

*Mattawa Wastewater System*

<b>Incident</b>	N/A
<b>Date</b>	
<b>Details</b>	

**HEALTH AND SAFETY**

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- Staff training completed on Heat Stress.
- Staff training completed on SDS/MSDS.
- Staff training completed on Vehicle Circle Checks.

**MATTAWA DRINKING WATER SYSTEM PERFORMANCE**

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See Appendix E – Performance Assessment Report Water

**MATTAWA WASTEWATER TREATMENT LAGOON – WASTEWATER FLOW SUMMARY**

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See Appendix E – Performance Assessment Report Wastewater



**Appendix A - Work Order Summary for WTP**

Report Start Date Jul 1, 2022 12:00 AM  
 Report End Date Sep 30, 2022 11:59 PM  
 Location 1517\*  
 Work Order Type CAP.CORR.OPER.PM  
 Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Work Order Description	Status	Workorder Details			WorkLog Detail
				Type	Class	FEQ	Units			Schedule Start	Actual Start	Actual Finish	
2200181	0000328763	ANALYZER TURBIDITY PORTABLE	1517, Mattawa DWS	PM	Inspection	1	MONTHS	Turbidity Analyzer Calibration (1m) 1517	COMPL	7/1/22 12:00 AM	11/13/22 07:51 PM	11/13/22 07:51 PM	
2200186	0000328760	GENERATOR ELECTRIC DIESEL	1517, Mattawa DWS	PM	Refurbish Replace Repair	1	MONTHS	Generator Monthly Test (1m) 1517	COMPL	7/1/22 12:00 AM	11/13/22 07:52 PM	11/13/22 07:52 PM	- Completed monthly generator inspection. No issues found
2200189	0000328770	UV LIGHT REACTOR #1	1517, Mattawa DWS	PM	Calibration	1	MONTHS	UV Reference Sensor check (UV#1) (1m - 1s) 1517	COMPL	7/1/22 12:00 AM	11/13/22 07:53 PM	11/13/22 07:53 PM	UV Reference Sensor check (UV#1) (1m - 1s) 1517 - UV 1 still out of service
2200194	0000328771	UV LIGHT REACTOR #2	1517, Mattawa DWS	PM	Calibration	1	MONTHS	UV Reference Sensor check (UV#2) (1m - 1s) 1517	COMPL	7/1/22 12:00 AM	11/13/22 07:55 PM	11/13/22 07:55 PM	UV Reference Sensor check (UV#2) (1m - 1s) 1517 - UV 2 pass - 0/95 no issues found
2200199	0000328765	ANALYZER CHEMISTRY UNIT #1 PORTABLE	1517, Mattawa DWS	PM	Inspection	1	MONTHS	Portable chlorine Analyzer #1 Calibration (1m) 1517	COMPL	7/1/22 12:00 AM	11/13/22 07:56 PM	11/13/22 07:56 PM	Portable chlorine Analyzer #1 Calibration (1m) 1517 - Monthly no longer needed as yearly is completed
2200211			1517, Mattawa DWS	PM	Inspection	1	MONTHS	Replace UV Air Filters 1517	COMPL	7/1/22 12:00 AM	11/13/22 07:57 PM	11/13/22 07:57 PM	Replace UV Air Filters 1517 - Replaced air filters. They were fairly dirty. Still have new ones in stock
2200217	0000328767	ANALYZER UV PORTABLE	1517, Mattawa DWS	PM	Inspection	1	MONTHS	UV Analyzer calibration to yellow box (1m) 1517	COMPL	7/1/22 12:00 AM	11/13/22 07:59 PM	11/13/22 07:59 PM	UV Analyzer calibration to yellow box (1m) 1517 - Completed yellow box- 99.8 Optivity 98.9
2200221			1517, Mattawa DWS	PM	Inspection	1	MONTHS	Alarm Dialer Route (1m) - 1517	COMPL	7/1/22 12:00 AM	11/13/22 07:59 PM	11/13/22 07:59 PM	Alarm Dialer Route (1m) - 1517 - Checked with monthly generator inspection all ok
2200262			1517, Mattawa DWS	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 1517	CLOSE	7/1/22 12:00 AM	7/14/22 10:27 AM	7/14/22 10:27 AM	
2200294	0000328758	VALVE REGULATING	1517, Mattawa DWS	PM	Inspection	1	MONTHS	Valve Regulating Inspection (1m) 1517	COMPL	7/1/22 12:00 AM	11/13/22 08:00 PM	11/13/22 08:00 PM	Valve Regulating Inspection (1m) 1517 - Check valves with daily WTP inspection. no issues found



Report Start Date Jul 1, 2022 12:00 AM  
 Report End Date Sep 30, 2022 11:59 PM  
 Location 1517\*  
 Work Order Type CAP-CORR-OPER-PM  
 Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				Worklog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
202041			1517, Mattawa DWS	PM	Calibration	1	MONTHS	Analyzer Chlorine Inspection Service (Im) 1517	COMP	7/1/22 12:00 AM	11/11/22 08:01 PM	11/11/22 08:01 PM	Analyzer Chlorine Inspection Service (Im) 1517 - Compared analyzer to handheld both within allowable limits, increased flow to clean flow cell
202041			1517, Mattawa DWS	PM	Inspection	6	MONTHS	CL2 sensor change Electrolyte and membrane cap (6m) 1517	COMP	8/1/22 12:00 AM	11/11/22 08:03 PM	11/11/22 08:03 PM	CL2 sensor change Electrolyte and membrane cap (6m) 1517 - Did not change membrane cap, checked the flow cell and analyzer still fairly clean
204704	0000328787	ANALYZER UV TRANSMITTANCE	1517, Mattawa DWS	PM	Refurbish Replace Repair	3	MONTHS	UV Transmitter Optics view calibration (Im) 1517	COMP	8/1/22 12:00 AM	11/11/22 08:04 PM	11/11/22 08:04 PM	UV Transmitter Optics view calibration (Im) 1517 - No calibration required as regular checks show the optics view within limits
204705	0000328760	GENERATOR ELECTRIC DIESEL	1517, Mattawa DWS	PM	Refurbish Replace Repair	3	MONTHS	Generator Monthly Test (Im) 1517	COMP	8/1/22 12:00 AM	11/11/22 08:04 PM	11/11/22 08:04 PM	Generator Monthly Test (Im) 1517 - Monthly generator check completed, no issues found
204702	0000328770	UV LIGHT REACTOR #1	1517, Mattawa DWS	PM	Calibration	1	MONTHS	UVR Reference Sensor check (UV#1) (Im) 1517	COMP	8/1/22 12:00 AM	11/11/22 08:06 PM	11/11/22 08:06 PM	UVR Reference Sensor check (UV#1) (Im) 1517 - UV 1 still out of service
204702	0000328771	UV LIGHT REACTOR #2	1517, Mattawa DWS	PM	Calibration	1	MONTHS	UVR Reference Sensor check (UV#2) (Im) 1517	COMP	8/1/22 12:00 AM	11/11/22 08:06 PM	11/11/22 08:06 PM	UVR Reference Sensor check (UV#2) (Im) 1517 - UV 2 check completed, no issues found, Pass - 0.91
204710	0000328767	ANALYZER UV PORTABLE	1517, Mattawa DWS	PM	Inspection	1	MONTHS	UVT Analyzer calibration to yellow box (Im) 1517	COMP	8/1/22 12:00 AM	11/11/22 08:09 PM	11/11/22 08:09 PM	UVT Analyzer calibration to yellow box (Im) 1517 - Compared Optics view to yellow box Optics view 100% - Yellow box 100%
204711			1517, Mattawa DWS	PM	Inspection	1	MONTHS	Critical Alarm Dialer Route (Im) 1517	COMP	8/1/22 12:00 AM	11/11/22 08:10 PM	11/11/22 08:10 PM	Critical Alarm Dialer Route (Im) 1517 - Alarms have gone off multiple times over the month for various alarms, all ok

Report Start Date Jul 1, 2022 12:00 AM  
 Report End Date Sep 30, 2022 11:59 PM  
 Location 1517\*  
 Work Order Type CAP,CORR,OPER,PM  
 Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
<a href="#">2647160</a>			1517, Mattawa DWS	PM	Health and Safety	0	MONTHS	Health And Safety Inspection (Im) 1517	COMP	8/1/22 12:00 AM	11/13/22 08:11 PM	11/14/22 08:11 PM	Health And Safety Inspection (Im) 1517 - Health and safety inspection done at time of generator checks checked First and Lits this month all still sealed
<a href="#">2647173</a>	0000328758	VALVE REGULATING	1517, Mattawa DWS	PM	Inspection	0	MONTHS	Valve Regulating Inspection (Im) 1517	COMP	8/1/22 12:00 AM	8/28/22 08:47 PM	8/28/22 08:47 PM	Valve Regulating Inspection (Im) 1517 - Checked all valves and piping no issues found
<a href="#">2647237</a>			1517, Mattawa DWS	PM	Calibration	1	MONTHS	Analyzer Chlorine Inspection Service (Im) 1517	COMP	8/1/22 12:00 AM	8/28/22 08:48 PM	8/28/22 08:48 PM	Analyzer Chlorine Inspection Service (Im) 1517 - Compared DW analyzer and PHE analyzer to handheld w/dyon specs, no changes made
<a href="#">2662311</a>			1517, Mattawa DWS	CORR	Refurbish Replace Repair	0		Reservoir power line repair 1517	COMP	8/5/22 09:00 AM	9/2/22 10:21 AM	9/2/22 10:21 AM	-Reservoir power found to be down 1 phase. Check possibilities at the reservoir. Nothing found. Walked the line up the hill, found a small tree on the line and the line pulled apart. Contacted BWR to come and repair the power line. They will be on-site Friday Aug 5/22 at 9am
<a href="#">2925136</a>	0000328760	GENERATOR ELECTRIC DIESEL	1517, Mattawa DWS	PM	Refurbish Replace Repair	1	MONTHS	Generator Monthly Test (Im) 1517	COMP	9/1/22 12:00 AM	11/13/22 08:16 PM	11/13/22 08:16 PM	
<a href="#">2925149</a>	0000328770	UV LIGHT REACTOR #1	1517, Mattawa DWS	PM	Calibration	1	MONTHS	UVR Reference Sensor check (UV#1) (Im) 1517	COMP	9/1/22 12:00 AM	11/13/22 08:20 PM	11/13/22 08:20 PM	UVR Reference Sensor check (UV#1) (Im) 1517 - UV1 still out of service
<a href="#">2925152</a>	0000328771	UV LIGHT REACTOR #2	1517, Mattawa DWS	PM	Calibration	1	MONTHS	UVR Reference Sensor check (UV#2) (Im) 1517	COMP	9/1/22 12:00 AM	11/13/22 08:21 PM	11/13/22 08:21 PM	UVR Reference Sensor check (UV#2) (Im) 1517 - UV 2 check completed. Pass @ 94
<a href="#">2925193</a>			1517, Mattawa DWS	PM	Refurbish Replace Repair	1	MONTHS	UVR Service Spring & Fall 1517	COMP	9/1/22 12:00 AM	11/13/22 08:25 PM	11/13/22 08:25 PM	UVR Service Spring & Fall 1517 - Pulled inspection plate on the UV reactor, reactor is not too dirty, will leave it in service as only one reactor at this point

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM  
 Report End Date Sep 30, 2022 11:59 PM  
 Location 1517\*  
 Work Order Type CAP,CORR,OPER,PM  
 Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Work Order Description	Status	Workorder Details			WorkLog Detail
				Type	Class	FREQ	Units			Schedule Start	Actual Start	Actual Finish	
<a href="#">2295202</a>	0000328767	ANALYZER UV PORTABLE	1517, Mattawa DWS	PM	Inspection	1	MONTHS	UVT Analyzer calibration to yellow box (1m) 1517	COMP	9/1/22 12:00 AM	11/13/22 08:26 PM	11/13/22 08:26 PM	UVT Analyzer calibration to yellow box (1m) 1517 - - Opstress-99.8% Yellow box 100%
<a href="#">2295229</a>			1517, Mattawa DWS	PM	Inspection	1	MONTHS	Critical Alarm Diode Resete (1m) - 1517	COMP	9/1/22 12:00 AM	11/13/22 08:27 PM	11/13/22 08:27 PM	
<a href="#">2295238</a>			1517, Mattawa DWS	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 1517	COMP	9/1/22 12:00 AM	11/13/22 08:27 PM	11/13/22 08:27 PM	
<a href="#">2295251</a>	0000328758	VALVE REGULATING	1517, Mattawa DWS	PM	Inspection	1	MONTHS	Valve Regulating Inspection (1m) 1517	COMP	9/1/22 12:00 AM	11/13/22 08:27 PM	11/13/22 08:27 PM	
<a href="#">2295312</a>			1517, Mattawa DWS	PM	Calibration	1	MONTHS	Analyzer Chlorine Inspection Service (1m) 1517	COMP	9/1/22 12:00 AM	11/13/22 08:29 PM	11/13/22 08:29 PM	Analyzer Chlorine Inspection Service (1m) 1517 - Analyzer 2 running ok. Analyzer 1 and spare are quote for repair parts.



**Appendix B - Work Order Summary for WWTL**

Report Start Date Jul 1, 2022 12:00 AM  
 Report End Date Sep 30, 2022 11:59 PM  
 Location 1541\*  
 Work Order Type CAP,CORR,OPER,PM  
 Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Work Order Description	Status	Workorder Details			Worklog Detail
				Type	Class	FEQ	Units			Schedule Start	Actual Start	Actual Finish	
2902118			1541 Mattawa Wastewater System	PM	Inspection	1	MONTHS	Alarm Dialer Route (1m) - 1541	CLOSE	7/1/22 12:00 AM	7/14/22 10:46 AM	7/14/22 10:46 AM	
2903121			1541 Mattawa Wastewater System	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 1541	CLOSE	7/1/22 12:00 AM	7/14/22 10:15 AM	7/14/22 10:15 AM	
2904181			1541 Mattawa Wastewater System	PM	Refurbish Replace Repair	1	MONTHS	Pump Submersible Group Inspection (1m) 1541	CLOSE	7/1/22 12:00 AM	7/14/22 10:17 AM	7/14/22 10:17 AM	
2919296	000032888	TANK STORAGE ALUM	1541 Mattawa Wastewater System	PM	Refurbish Replace Repair	1	MONTHS	Tank Alum Inspection (1m) - 1541	COMP	7/16/22 12:00 AM	8/28/22 08:44 PM	8/28/22 08:44 PM	
2917191			1541 Mattawa Wastewater System	PM	Inspection	1	MONTHS	Alarm Dialer Route (1m) - 1541	COMP	8/1/22 12:00 AM	11/11/22 08:11 PM	11/11/22 08:11 PM	
2917200			1541 Mattawa Wastewater System	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 1541	COMP	8/1/22 12:00 AM	11/11/22 08:12 PM	11/11/22 08:12 PM	Health And Safety Inspection (1m) 1541 - Safety inspection completed at time of generator test, checked all first aid kits this month, all still sealed
290711			1541 Mattawa Wastewater System	PM	Refurbish Replace Repair	1	MONTHS	Pump Submersible Group Inspection (1m) 1541	COMP	8/1/22 12:00 AM	11/11/22 08:11 PM	11/11/22 08:11 PM	Pump Submersible Group Inspection (1m) 1541 - Check pumps and wet wells every Friday, no current issues
290722	000032887	GENERATOR ELECTRIC DIESEL BACKUP POWER	1541 Mattawa Wastewater System	PM	Refurbish Replace Repair	1	MONTHS	Generator Monthly Test (1m) 1541	COMP	8/14/22 12:00 AM	11/11/22 08:11 PM	11/11/22 08:11 PM	Generator Monthly Test (1m) 1541 - Generator test completed, no issues found at time of test
290725	000032882	GENERATOR ELECTRIC DIESEL 601 MCKENZIE ST	1541 Mattawa Wastewater System	PM	Refurbish Replace Repair	1	MONTHS	Generator Monthly Test (1m) 1541	COMP	8/14/22 12:00 AM	11/11/22 08:14 PM	11/11/22 08:14 PM	Generator Monthly Test (1m) 1541 - Generator test completed, no issues found at time of test
290728	000032890	GENERATOR ELECTRIC DIESEL	1541 Mattawa Wastewater System	PM	Refurbish Replace Repair	1	MONTHS	Generator Monthly Test (1m) 1541	COMP	8/14/22 12:00 AM	11/11/22 08:14 PM	11/11/22 08:14 PM	Generator Monthly Test (1m) 1541 - Generator test completed, no issues found at time of test
290762			1541 Mattawa Wastewater System	PM	Inspection	1	MONTHS	TPM Inspection Maintenance (1m) 1541	COMP	8/14/22 12:00 AM	11/11/22 08:16 PM	11/11/22 08:16 PM	TPM Inspection Maintenance (1m) 1541 - Check pumps, wet wells, panels and stations weekly, no current issues
2903106	000032888	TANK STORAGE ALUM	1541 Mattawa Wastewater System	PM	Refurbish Replace Repair	1	MONTHS	Tank Alum Inspection (1m) - 1541	COMP	8/16/22 12:00 AM	8/28/22 08:45 PM	8/28/22 08:45 PM	
2903211			1541 Mattawa Wastewater System	PM	Inspection	1	MONTHS	Alarm Dialer Route (1m) - 1541	COMP	9/1/22 12:00 AM	11/11/22 08:27 PM	11/11/22 08:27 PM	

Report Start Date Jul 1, 2022 12:00 AM  
 Report End Date Sep 30, 2022 11:59 PM  
 Location 1541\*  
 Work Order Type CAP,CORR,OPER,PM  
 Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Work Order Description	Status	Workorder Details			WorkLog Detail
				Type	Class	FEQ	Units			Schedule Start	Actual Start	Actual Finish	
<a href="#">2022118</a>			1541 Mattawa Wastewater System	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 1541	COMP	9/1/22 12:00 AM	11/11/22 08:28 PM	11/11/22 08:28 PM	
<a href="#">2022181</a>			1541 Mattawa Wastewater System	PM	Refurbish Replace Repair	1	MONTHS	Pump Submersible Group Inspection (1m) 1541	COMP	9/1/22 12:00 AM	11/11/22 08:29 PM	11/11/22 08:29 PM	Pump Submersible Group Inspection (1m) 1541 - Started all pumps on hand, no abnormal vibrations or sounds
<a href="#">2011121</a>	00012888	TANK STORAGE ALUM	1541 Mattawa Wastewater System	PM	Refurbish Replace Repair	1	MONTHS	Tank Alum Inspection (1m) 1541	COMP	9/16/22 12:00 AM	11/11/22 08:22 PM	11/11/22 08:22 PM	Tank Alum Inspection (1m) 1541 - Alum tank inspected on a weekly basis, no current issues

### Appendix C - Call-out Report for WTP

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM  
 Report End Date Sep 30, 2022 11:59 PM  
 Location 1517\*  
 Work Order Type CALL EMER  
 Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
202201			1517 Matawa DWS	CALL	Refresh Replace Repair	0		Low Chlorine Alarm 1517	COMPL		7/16/22 04:00 PM	7/24/22 07:49 PM	Low Chlorine Alarm-1517 Called for low chlorine alarm. Arrived and found a broken fitting on the metcon board. Put pumps in hand and off. Open water valves to back flush system. Dist residual 0.17 mg/l. Repaired broken fitting. Residual on the rise 0.21 mg/l. Alarms cleared. Residual at 0.37 mg/l. Close all flushing taps.
202201			1517 Matawa DWS	CALL	Refresh Replace Repair	0		Reservoir communication loss	COMPL		7/24/22 07:45 PM	7/24/22 11:40 PM	Reservoir communication loss - Received call from Trueteel regarding power loss alarms to WTP & reservoir. Left for onsite inspection. Was able to reset HV Tripp panel alarms but system would not run on auto. Found communication bus to reservoir. Attempted to change violation cards at reservoir but comm loss persisted. Ran pumps on hand for the night until we can get instrumentation Technician onsite next day.



Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM  
 Report End Date Sep 30, 2022 11:59 PM  
 Location 1517\*  
 Work Order Type CALL/EMER  
 Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Work Order Description	Status	Workorder Details			Worklog Detail
				Type	Class	FEQ	Units			Schedule Start	Actual Start	Actual Finish	
201211			1517, Mattawa DWS	CALL	Inspection	0		Call for water break at 298 Main St	COMP		7/30/22 10:00 AM	7/30/22 11:15 AM	Call for water break at 298 Main St - Tim Fraser had received a call and passed the message on to me. Owner of the building at 298 Main St (Sharma) had water coming into his basement apartment. I called owner and told him I was on the way. Just before I arrived in Mattawa, Sharma called back to inform me that he didn't need the water turned off anymore. He had a plumber on site that was able to fix the issue.
201218			1517, Mattawa DWS	CALL	Refurbish Replace/Repair	0		UV-2 ballast fail	COMP		7/30/22 06:15 PM	7/30/22 08:15 PM	UV-2 ballast fail - Received call from TrueSteel re: UV-2 fail. Logged in remotely and saw that UV failed on attempted plant startup. Left for site inspection. Arrived, acknowledge and reset UV-2 Ballast fail. Started plant and monitored process. All fine.
201220	0000428799	PANEL CONTROL UV-2	1517, Mattawa DWS	CALL	Refurbish Replace/Repair	0		UV-2 Failure Alarm-1517	COMP		8/4/22 02:06 AM	8/4/22 02:45 AM	UV-2 failure alarm - Arrived and found UV-2 in ballast 1 fail alarm. Reset all alarms and switched to UV-2 as duty. All started in auto and currently running ok.
201102			1517, Mattawa DWS	CALL	Inspection	0		Reservoir lost communication	COMP		8/10/22 12:45 AM	8/10/22 01:15 AM	Reservoir lost communication - Received call from TrueSteel regarding WTP running on float. Remoted in. Float system is active and watchdog is active. Level in reservoir currently at 2.55 m. Pump #2 running. Everything else running OK. Logged out.
201215			1517, Mattawa DWS	CALL	Refurbish Replace/Repair	0		UV-2 fail	COMP		8/12/22 09:00 PM	8/12/22 11:00 PM	UV-2 fail - Received call from TrueSteel regarding UV-2 alarm. Arrived on site. Acknowledged and cleared Ballast fail on UV-2 panel. Switched duty back to UV-1 then plant started.

Workorder Summary Report

Report Start Date Jul 1, 2022 12:06 AM  
 Report End Date Sep 30, 2022 11:59 PM  
 Location 1517\*  
 Work Order Type CALL EMER  
 Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
220811			1517 Mattosa DWS	CALL	Refurbish Replace Repair	0		UV Ballast Fail-1517	COMP		8/7/22 04:45 PM	8/22/22 12:32 PM	UV Ballast Fail-1517 Called by Telus alarming for uv 2 fail at 1654 On-site found uv 2 ballast 1 fail. Reset alarms on uv and scada. Switch to uv 2 as duty. Plant started ok  Will change out ballast 1 with a new one tomorrow during regular hours
220831			1517 Mattosa DWS	CALL	Refurbish Replace Repair	0		Low Chlorine Alarm-1517	COMP		8/6/22 10:45 AM	8/7/22 01:15 AM	Low Chlorine Alarm-1517 Called by Telus alarming for low chlorine atam at 1042 On-site at 1120 Found the plant shut down. Dist chlorine at 0.19mg/l Checked the chlorine pumps cleared air from system. Open numerous valves to flush the system  Lowest dist chlorine 0.113mg/l. Chlorine starting to rise. Start plant in hand to find any remaining issue with chlorine system  Dist residual has stabilized at 0.79mg/l. Will monitor remotely. Sign out

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM  
 Report End Date Sep 30, 2022 11:59 PM  
 Location 1517\*  
 Work Order Type CALL CENTER  
 Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				Worklog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
<a href="#">26724</a>			1517, Matawa DWS	CALL	Refurbish Replace Repair	0		major uv 2 alarm-UV 2 Ballast Fail-1517	COMP		8/21/22 06:45 AM	8/21/22 10:45 AM	major uv 2 alarm-UV 2 Ballast Fail-1517 - On-site for major uv alarm Found uv 2 in ballast fail. Reset alarms and switch back to uv 2 as duty. All running ok
<a href="#">26724</a>			1517, Matawa DWS	CALL	Refurbish Replace Repair	0		major uv 2 alarm-1517	COMP		8/18/22 08:40 PM	8/18/22 11:45 PM	major uv 2 alarm-1517 - Sign in for uv failure alarm Found uv in ballast fail. Reset alarms, switch to uv 2 as duty. Plant auto start
<a href="#">26723</a>			1517, Matawa DWS	CALL	Refurbish Replace Repair	0		major uv 2 alarm-UV 2 Ballast Fail-1517	COMP		8/17/22 02:50 AM	8/17/22 04:00 AM	major uv 2 alarm-UV 2 Ballast Fail - Called by alarm monitoring for uv 2 fail. Arrived to find uv 2 in ballast failure. Switch out second ballast that was not changed yet. Restart uv and clear alarms.  Allowed uv unit to warm up. Switch to uv2 as duty on scada. Plant into auto start.
<a href="#">26721</a>			Matawa DWS	CALL	Inspection	0		Reservoir lost communication	COMP		8/25/22 12:45 AM	8/25/22 01:15 AM	Reservoir lost communication - Received call from monitoring station regarding reservoir alarm. Logged in remotely and found that system running on float. Trends look fine. Pump cycle just finished. level at 2.94m

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM  
 Report End Date Sep 30, 2022 11:59 PM  
 Location 1517\*  
 Work Order Type CALL EMER  
 Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Work Order Description	Status	Workorder Details			WorkLog Detail
				Type	Class	FEQ	Units			Schedule Start	Actual Start	Actual Finish	
26822			1517 Mattawa DWS	CALL	Refurbish Replace Repair	0		Water break at 171 Water Street	COMP		8/27/22 05:30 PM	8/27/22 07:30 PM	Water break at 171 Water Street - Received call from northern communications water break at 171 water st. Immediately called resident and she informed me that the break is just before her shut off valve. Arrived at 171 water street. Closed service at the curb stop. Met with daughter of resident that called in. She confirmed that the water stopped. They were told that the next step was to call a plumber.
26823			Mattawa DWS	CALL	Refurbish Replace Repair	0		UV 2 ballast failure	COMP		8/28/22 06:45 AM	8/28/22 08:45 AM	UV 2 ballast failure - Received call from Telus alarms. Ballast fail. Reset alarms, switch to us 2 as duty. Plant auto start.
26825			Mattawa DWS	CALL	Refurbish Replace Repair	0		UV 2 ballast failure	COMP		8/27/22 10:15 AM	8/27/22 12:30 PM	UV 2 ballast failure - Received call from Telus alarms. Ballast fail. Reset alarms, switch to us 2 as duty. Plant auto start.
30321			Mattawa DWS	CALL	Refurbish Replace Repair	0		Low UV1 alarm	COMP		9/6/22 10:00 PM	9/6/22 11:45 PM	Low UV1 alarm - Received low UV1 alarm. I changed the bulb on the OptiView and cleaned the glass lens. Reset alarms and plant started up.
30340			Mattawa DWS	CALL	Compliance	0		Mattawa WTP UV2 Ballast Fail	COMP		9/11/22 02:25 PM	9/11/22 03:30 PM	Mattawa WTP UV2 Ballast Fail 13:51 - Received notification from On-call operator Curtis Green of alarm at water treatment plant. 14:25 - Arrived at WTP. UV2 ballast failure in alarm. Ack and reset UV2 alarm. Switched duty UV back to UV2. Warm up cycle for UV2 initiated. Reservoir level at 1.51 meters. 14:35 - Pump #1 running on UV2 with no issues.

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM  
 Report End Date Sep 30, 2022 11:59 PM  
 Location 1517\*  
 Work Order Type CALL/EMR  
 Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Staff	Actual Start		Actual Finish
1015149			Manawa DWS	CALL	Refurbish Replace Repus	0		U12 ballast fail	COMP		9/8/22 10:00 PM	9/9/22 12:30 AM	U12 ballast fail -On site for u1 ballast failure. Reset and switched duty to u2. Plant started.



**Appendix D – Call-out Report for WWTL**

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM  
 Report End Date Sep 30, 2022 11:59 PM  
 Location 1541\*  
 Work Order Type CALL/EMER  
 Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
2920283		1541 Mattawa Wastewater System		CALL	Community Complaint	0		Resident with no water issue 550 Rankin St-1517	CLOSE		7/1/22 04:15 PM	7/1/22 04:45 PM	<p>Resident with no water issue 550 Rankin St-1517</p> <p>Called by Mattawa an on ring service for 550 Rankin for no water issue. Called the resident and found that they did not have any water. I informed the resident to check their PRV to which they were not aware of one and the water had just stopped.</p> <p>Arrived inserted the valve wrench into the curb box. there was no indication of a leak on the service. I went in the house with the homeowner and found their PRV instructed them it may be plugged with rust. They had a garden hose on the town side of the PRV we checked that and there was lots of water. I informed them to repair their PRV as that had to be the issue.</p>
2922883		1541 Mattawa Wastewater System		CALL	Inspection	0		Alarm for Brooke St & Mattawa I/S	COMP		7/20/22 08:45 PM	7/20/22 10:30 PM	<p>Alarm for Brooke St &amp; Mattawa I/S</p> <p>Received call from Inwestco regarding alarms at Brooke &amp; Mattawa I/S stations. Attended on-site inspection. Equipment found to be fine. Heavy precipitation probably causing a power bump.</p>

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM  
 Report End Date Sep 30, 2022 11:59 PM  
 Location 1541\*  
 Work Order Type CALL CENTER  
 Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
220410			1541, Mattawa Wastewater System	CALL	Compliance	0		Mattawa SI S 1101 Basset AC Power Loss	CRMP		8/27/22 01:00 PM	8/28/22 08:00 AM	<p>Mattawa SI S 1101 Basset AC Power Loss</p> <p>12:49--Received a call from Curtis Green re AC power loss for 1101 Basset SI S 1101 Sewage Lift Station</p> <p>11:00--Arrived at SI 5, power appeared normal. Heavy grease deposits on floats etc. Rag Basket full of rags. Both pumps in Auto but no pumping. Started both pumps and observed amps etc. Station pumping down normally. Pumped down station until pumps were exposed. Put both pumps in Auto and called Curtis to give him the details.</p> <p>*Note Curtis Green arrived on Sunday at approx. 07:40--There is power to station but no power to receptacle feeding the power source to the communications device. Plugged unit into another receptacle and confirmed with Tech alarms that AC failure has been cleared. Performed a float test and system works fine.</p>





**Appendix E - Performance Assessment Report Water**

Mattawa Drinking Water System  
Performance Assessment Report Water

From: 01/07/2022 to 30/09/2022

Report extracted 11/15/2022 10:23

Facility: [1517] MATTAWA DRINKING WATER SYSTEM

Works: [210001905]

	07/2022	08/2022	09/2022	<--Total-->	<--Avg-->	<--Max-->	<--Min-->
<b>Flows:</b>							
Raw Flow: Monthly Total - Well #1 (m³)	34225	32394.61	27109.92	93729.53			
Raw Flow: Monthly Total - Well #2 (m³)	3424.09	3160.35	4344.48	10928.9			
Raw Flow: Monthly Avg - Well #1 (m³/d)	1104.03	1044.99	903.66		1017.56		
Raw Flow: Monthly Avg - Well #2 (m³/d)	110.45	101.95	144.82		119.07		
Raw Flow: Monthly Max - Well #1 (m³/d)	1398.08	1287.95	1260.15			1398.08	
Raw Flow: Monthly Max - Well #2 (m³/d)	485.99	412.68	536.98			536.98	
Raw Flow: Monthly Total - Raw Water - Total (m³)	37649.09	35554.96	31454.38	104658.43			
Raw Flow: Monthly Avg - Raw Water - Total (m³/d)	1214.49	1148.83	1048.48		1136.83		
Raw Flow: Monthly Max - Raw Water - Total (m³/d)	1614.43	1452.55	1344.6			1614.43	
<b>Turbidity:</b>							
Raw: Max Turbidity - Well #1 (NTU)	0.26	0.27	0.28			0.28	
Raw: Max Turbidity - Well #2 (NTU)	0.3	0.29	0.27			0.3	
<b>Chemical Parameters:</b>							
Treated: Max Nitrite - TW (mg/L)	< 0.1					< 0.1	
Treated: Max Nitrate - TW (mg/L)	1.95					1.95	
Distribution: Max THM - DW (µg/l)	3.4					3.4	
<b>Chlorine Residuals:</b>							
Treated: Min Free Cl2 Resid - TW (mg/L)	0.061	0.063	0.088				0.061
Treated: Max Free Cl2 Resid - TW (mg/L)	4.119	4.119	4.119			4.119	
Dist: Min Free Cl2 Resid - DW (mg/L)	0.185	0.118	0.182				0.118
Dist: Max Free Cl2 Resid - DW (mg/L)	1.908	1.554	1.401			1.908	
<b>Bacti Samples Collected:</b>							
Raw Bacti: # of samples - Well #1	4	5	4	13			
Raw Bacti: # of samples - Well #2	4	5	4	13			
Treated Bacti: # of samples - TW	4	5	4	13			
Dist Bacti: # of samples - DW	12	15	12	39			
Treated Bacti: # of TC exceedances - TW	0	0	0	0			
Treated Bacti: # of EC exceedances - TW	0	0	0	0			
Dist Bacti: # of TC exceedances - DW	0	0	0	0			
Dist Bacti: # of EC exceedances - DW	0	0	0	0			



**Ontario Clean Water Agency**  
**Agence Ontarienne Des Eaux**

Northeastern Ontario Region

# MATTAWA WATER & WASTEWATER SYSTEMS

## QUARTERLY OPERATIONS REPORT

### Appendix F - Performance Assessment Report Wastewater

**Mattawa Wastewater Treatment Lagoon  
Performance Assessment Report Wastewater/Lagoon**

Report extracted 11/15/2022 10:19

From: 01/07/2022 to 30/09/2022

Facility: (1541) MATTAWA WASTEWATER TREATMENT FACILITY

Works: (110000436)

	07/2022	08/2022	09/2022	<-Total->	<-Avg ->	<-Max ->
<b>Flows:</b>						
Raw Flow: Total - Raw (m <sup>3</sup> )	23694.50	22489.50	20130.00	66314.00		
Raw Flow: Avg - Raw (m <sup>3</sup> /d)	764.34	725.47	671.00		720.27	
Raw Flow: Max - Raw (m <sup>3</sup> /d)	864.00	878.00	806.00			878.00
Eff. Flow: Total - Eff (m <sup>3</sup> )	23694.50	22489.50	20130.00	66314.00		
Eff. Flow: Avg - Eff (m <sup>3</sup> /d)	764.34	725.47	671.00		720.27	
Eff. Flow: Max - Eff (m <sup>3</sup> /d)	864.00	878.00	806.00			878.00
<b>Carbonaceous Biochemical Oxygen Demand: CBOD:</b>						
Eff: Avg cBOD5 - Eff (mg/L)	7.100	5.000	9.300		7.133	9.300
Eff: # of samples of cBOD5 - Eff (mg/L)	1	1	1	3		
Loading: cBOD5 - Eff (kg/d)	5.427	3.627	6.240		5.098	6.240
<b>Biochemical Oxygen Demand: BOD5:</b>						
Raw: Avg BOD5 - Raw (mg/L)	59.200	80.500	183.000		107.567	183.000
Raw: # of samples of BOD5 - Raw (mg/L)	1	1	1	3		
Eff: Avg BOD5 - Eff (mg/L)	8.800	7.800	9.600		8.733	9.600
Eff: # of samples of BOD5 - Eff (mg/L)	1	1	1	3		
Loading: BOD5 - Eff (kg/d)	6.726	5.659	6.442		6.275	6.726
Percent Removal: BOD5 - Raw (mg/L)	0.000	0.000	0.000			0.000
<b>Total Suspended Solids: TSS:</b>						
Raw: Avg TSS - Raw (mg/L)	180.000	91.900	455.000		242.300	455.000
Raw: # of samples of TSS - Raw (mg/L)	1	1	1	3		
Eff: Avg TSS - Eff (mg/L)	18.000	5.800	2.270		8.690	18.000
Eff: # of samples of TSS - Eff (mg/L)	1	1	1	3		
Loading: TSS - Eff (kg/d)	13.758	4.208	1.523		6.496	13.758
Percent Removal: TSS - Raw (mg/L)	0.000	0.000	0.000			0.000
<b>Total Phosphorus: TP:</b>						
Raw: Avg TP - Raw (mg/L)	4.100	1.960	3.290		3.117	4.100
Raw: # of samples of TP - Raw (mg/L)	1	1	1	3		
Eff: Avg TP - Eff (mg/L)	0.903	0.838	0.368		0.703	0.903
Eff: # of samples of TP - Eff (mg/L)	4	5	4	13		
Loading: TP - Eff (kg/d)	0.634	0.725	0.309		0.556	0.725
Percent Removal: TP - Raw (mg/L)	0.000	0.000	0.000			0.000
<b>Nitrogen Series:</b>						
Eff: Avg TAN - Eff (mg/L)	12.200	14.160	14.125		13.495	14.160
Eff: Avg NO3-N - Eff (mg/L)	0.290	0.170	1.000		0.487	1.000
Eff: # of samples of NO3-N - Eff (mg/L)	1	1	1	3		
Eff: Avg NO2-N - Eff (mg/L)	0.450	0.730	0.100		0.427	0.730
Eff: # of samples of NO2-N - Eff (mg/L)	1	1	1	3		

Ministry of Finance  
Office of the Minister  
Frost Building S, 7th Floor  
7 Queen's Park Crescent  
Toronto ON M7A 1Y7  
Tel.: 416-325-0400



Ministère des Finances  
Bureau du ministre  
Édifice Frost Sud 7e étage  
7 Queen's Park Crescent  
Toronto (Ontario) M7A 1Y7  
Tél.: 416-325-0400

Minister of Finance | Ministre des Finances  
**PETER BETHLENFALVY**

*copy to agenda*

**4.24 RECEIVED**

**NOV 09 2022**

*(2023 funding  
\$1,315,600.00)  
same as 2022*

November 9, 2022

Dear Head of Council:

I am writing to provide details on 2023 funding allocations under the Ontario Municipal Partnership Fund (OMPF). We are announcing allocations now as we know that municipalities need this information to support municipal budget planning.

Our government recognizes the importance of the OMPF for many of Ontario's communities. We are committed to working in partnership with municipalities to build and strengthen our province. That is why our government has been increasing ongoing support to municipalities for example through the doubling of the Ontario Community Infrastructure Fund (OCIF) and the introduction of the Northern Ontario Resource Development Support (NORDS) program.

Within the context of this increasing provincial support to municipalities, the government is maintaining both the overall structure of the OMPF and the program envelope at \$500 million for 2023. The program will also continue to be responsive to changing municipal circumstances through annual data updates and related adjustments.

As in prior years, transitional assistance will ensure that the 2023 funding guarantee for municipalities in northern Ontario will be at least 90 per cent of their 2022 OMPF allocation. Municipalities in southern Ontario will receive at least 85 per cent of their 2022 OMPF allocation.

The Ministry of Finance's Provincial-Local Finance Division will be providing your municipal treasurers and clerk-treasurers with further details on the 2023 OMPF. This information and other supporting materials are also available online at [ontario.ca/document/2023-ontario-municipal-partnership-fund](https://ontario.ca/document/2023-ontario-municipal-partnership-fund).

.../cont'd

Maintaining a close relationship with our municipal partners remains critical as we continue to build Ontario's economy during this time of economic uncertainty. I look forward to our continued collaboration in supporting strong, thriving communities across the province.

Sincerely,

*Original signed by*

The Honourable Peter Bethlenfalvy  
Minister of Finance

c.c. The Honourable Steve Clark, Minister of Municipal Affairs and Housing



copy to agenda  
4.25

**REGULAR COUNCIL MEETING**  
HELD  
October 11th, 2022

**2022-273**

**Moved by Councillor Champagne**  
**Seconded by Councillor Lougheed**

WHEREAS the province of Ontario is currently experiencing an early years and child care workforce shortage;

AND WHEREAS access to quality licensed child care is an essential component of Ontario's social and economic well-being and enables children to grow up with a sense of community;

AND WHEREAS lack of licensed child care is a barrier for parents to return or enter into the workforce, thus putting a strain on families, hindering economic participation, and forcing parents to remain at home to care for their children;

AND WHEREAS in the District of Nipissing, there is a higher demand for child care spaces than the number of spaces available creating waitlists that have parents waiting for several years prior to getting a space, if they receive a space at all;

AND WHEREAS in recent years the recruitment and retention of qualified Registered Early Childhood Educators (RECEs) and child care staff has been a challenge that has been exasperated by the COVID-19 pandemic;

AND WHEREAS the workforce crisis in the early years and child care sector has been further exasperated by the significant wage disparity between the compensation paid to RECEs employed by school boards and those employed in licensed child care centers due to lack of funding which has created an inequity for workers with equal qualifications;



AND WHEREAS Ontario has signed the Canada-Wide Early Learning and Child Care Agreement putting Ontario on the path to reducing child care fees to an average of \$10/day which will create a demand for more child care spaces when a workforce shortage already exists;

AND WHEREAS the province of Ontario committed to creating an additional 86,000 licensed child care spaces in Ontario without an explicit solution for increasing the number of RECEs and child care staff to fulfill this commitment;

AND WHEREAS the province of Ontario's commitment to a minimum wage of \$18/hour for RECEs with \$1 annual increases until reaching \$25/hour does not provide an immediate response to attracting and retaining child care staff and will take many years to correct the wage disparity;

THEREFORE BE IT HEREBY RESOLVED that Council of the Municipality of East Ferris advocates for the Province of Ontario to address the child care workforce shortage in Ontario by immediately increasing the \$18/hour minimum wage and providing benefits to RECEs in licensed child care centres to an equitable level to that which is paid to RECEs employed by school boards;

AND FURTHER that the Province of Ontario launch and financially support an accelerated Early Childhood Education program, to be completed within 14 to 16 months, similar to the program launched in March 2022 for Personal Support Workers (PSWs), where funding supported the costs of tuition, books, and other mandatory fees, to help address the shortage of RECEs in Ontario;

AND FURTHER that a certified copy of this resolution be forwarded to OMSSA (Ontario Municipal Social Services Association), Ontario Coalition for Better Child Care, Childcare Resource and Research Unit, NOSDA (Northern Ontario Service Deliverers Association), FONOM (Federation of Northern Ontario Municipalities), AMO (Association of Municipalities of Ontario), all 10 District Social Services Administration Boards in Northern Ontario, and all Ontario Municipalities to request their support and advocacy for this resolution;

**T: 705-752-2740**

**E: [municipality@eastferris.ca](mailto:municipality@eastferris.ca)**

**390 Hwy 94, Corbeil, ON. P0H 1K0**





AND FURTHER that a certified copy of this resolution be forwarded to Minister of Education Stephen Lecce, Minister of Economic Development, Job Creation and Trade and Nipissing MPP Vic Fedeli.

**Carried Mayor Rochefort**

CERTIFIED to be a true copy of  
Resolution No. 2022-273 passed by the  
Council of the Municipality of East Ferris  
on the 11th day of October 2022.

*Monica L. Hawkins*  
Monica L. Hawkins, AMCT  
Clerk

**Francine Desormeau**

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Copy to Amy ✓  
(PSB)

**From:** Gervais, Tom (SOLGEN) <Tom.Gervais@ontario.ca>  
**Sent:** November 8, 2022 4:10 PM  
**To:** Francine Desormeau; Joanne Montreuil; Jason McMartin - Township of Papineau - Cameron; Cindy Pigeau - Municipality of Calvin  
**Cc:** Beverly Bell - Mattawa & Area PSB; McMullen, William (OPP); LeClair, Ronald (SOLGEN)  
**Subject:** Mattawa & Area Police Services Board - Composition  
**Attachments:** Mattawa & Area Police Services Board - Composition

4.26

Corporation of the Municipality of Calvin c/o Clerk-Treasurer  
Corporation of the Town of Mattawa c/o Francine Desormeau, CAO/Treasurer  
Municipality of Mattawan c/o JoAnne Montreuil, Clerk-Treasurer  
Township of Papineau-Cameron c/o Jason McMartin, CAO/Clerk/Treasurer

Greetings:

I am the Police Services Advisor assigned by the Ministry of the Solicitor General to monitor and assist police services boards in northern Ontario including the Mattawa and Area Police Services Board. As previously communicated January 1, 2021 (attached) there is an issue regarding the composition of the Mattawa & Area Police Services Board.

Your municipalities receive policing from the Ontario Provincial Police through a joint agreement which requires participation in a joint police services board. Your municipalities opted to have a five-member board. The composition of your joint board is governed by subsection 33(5) of the *Police Services Act (PSA)*:

- two persons who are members of the councils of any participating municipalities, appointed by agreement of the councils of the participating municipalities;
- one person appointed by agreement of the councils of the participating municipalities, who is neither a member of a council of a participating municipality nor an employee of a participating municipality; and
- two persons appointed by the Lieutenant Governor in Council.

Three members of council from participating municipalities have been appointed to the Board in contravention of the PSA. In addition, a "community member" has not been appointed by agreement of the councils. The composition of the Board does not meet the composition set out in PSA s.33(5). I recommend the participating municipalities discuss and agree on police services board appointments that result in only two members of council sitting on the Board. The municipalities also need to agree on the appointment of a "community member" who is not a member of a council or an employee of any of the four municipalities.

The target period for bringing into force the new *Community Safety and Policing Act (CSPA)* is fall 2023 to winter 2024. As you are likely aware, the CSPA creates new OPP detachment boards. The current PSA s.10 boards including the Mattawa & Area PSB will ultimately be dissolved in the transition. Until then, the current Board is required to continue providing oversight for the provision of policing.

Please contact me if you have any questions or I can be of assistance.

Regards,

**Tom Gervais** | Police Services Advisor  
Police Services Liaison Unit | Inspectorate of Policing  
Ministry of the Solicitor General

(416) 432-5645  
[tom.gervais@ontario.ca](mailto:tom.gervais@ontario.ca)



November 7, 2022

Corporation of the Town of Mattawa

Telephone: (705) 744-5611 ~ Fax: (705) 744-0104

160 Water Street, P. O. Box 390

Mattawa, ON P0H 1V0

www.mattawa.ca

4.27

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Ministry of Transportation  
Regional Directors Office  
Northeastern Region  
447 McKeown Avenue  
North Bay, Ontario  
P1B 9S9

Attention: Herb Villneff  
Regional Director

by e-mail and Canada Post  
[herb.villneff@ontario.ca](mailto:herb.villneff@ontario.ca)

**RE: Dorion Road Hill Reconstruction**  
**ICIP Case No. 2019-04-1-1320420947**  
**Subject: Highway 17 Improvements**

Dear Mr. Villneff:

This is to acknowledge and thank you for your letter of October 18, 2022; as well as Mr. Herbrand's response to our Engineering Consultant's technical design questions.

The Town of Mattawa will now be able to advance this important project and we will be in further contact as required.

Kindest regards,

Francine Desormeau  
Chief Administrative Officer/Treasurer

/fd

- c.c. - Mayor & Council, Town of Mattawa  
- J. E. Hunton, Senior Vice President  
Jp2g Consultants Inc.

**Ministry of Transportation**

Director's Office  
Northeast Operations  
447 McKeown Avenue  
North Bay ON P1B 9S9  
705 497-5500

**Ministère des Transports**

Bureau du directeur  
Opération – Nord-Est  
447, avenue McKeown  
North Bay ON P1B 9S9  
705 497-5500



October 18, 2022

His Worship Dean Backer  
Mayor  
Town of Mattawa  
160 Walter Street, PO Box 390  
Mattawa, ON P0H 1V0

Dear Mayor Backer:

Thank you for your letter dated September 9, 2022, addressing MTO's comments on the Dorion Road Hill Reconstruction and the review of the 90% design package. I appreciate the opportunity to respond.

As this is a development driven proposal, the proposed improvement work on Highway 17 can be deferred until the work on Dorion Road advances. MTO has now completed our review of the consultant's 90% Engineering Design Drawings and Design Brief and has submitted our comments to the consultant. There are no concerns on the drainage report, which has been accepted by the MTO.

The permit control area for the Dorion Hill Reconstruction Project is defined as 180 m from the intersection of Highway 17. MTO's permit control area can be viewed online at <https://www.hcms.mto.gov.on.ca>, by selecting "View MTO Controlled Areas". The development will require both a building and land use permit and an encroachment permit. Applications for permits can be made online via the link provided above.

Regarding the RAQS certification requirements for contractors and construction administrators, please refer to the Ministry of Transportation's Registry, Appraisal and Qualification System (RAQs), which is the electronic procurement portal for Engineering Service Providers in the areas of Planning, Engineering, Construction and Administration. This system can be accessed online at <https://www.ragsesp.merx.com/>.

The ministry cannot currently confirm that OPSS.MUNI specifications are satisfactory for the entire project. The ministry has outlined specific requirements and will review the revised design drawing and design package to ensure these comments have been addressed.

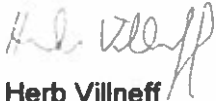
The MTO will continue to engage with Jp2G Consultants Inc. on the necessary documentation and information required by the MTO to support the reconstruction of Dorion Hill.

...2/

Should you have any other project specific questions, your staff are welcome to contact the Project Lead, Laurel Muldoon, Senior Project Manager, at [laurel.muldoon@ontario.ca](mailto:laurel.muldoon@ontario.ca).

Please feel free to contact me directly should you have any question.

Regards,



**Herb Villneff**  
**Regional Director**  
**Northeastern Ontario**  
**Ministry of Transportation**

**Francine Desormeau**

copy to agenda ✓  
via to Conservation Authority  
4.28

**From:** Chitra Gowda <Chitra.Gowda@nbmca.ca>  
**Sent:** October 24, 2022 4:38 PM  
**To:** 'cao.clerk@bonfieldtownship.org'; 'Ashley Bilodeau'; 'clerk@calvintownship.ca'; 'Jenny Leblond'; 'Jason Trottier'; Francine Desormeau; 'admin@mattawan.ca'; 'david.euler@northbay.ca'; 'clerk@papineaucameron.ca'; 'marshall@powassan.net'; 'deputyclerk@bonfieldtownship.com'; 'officeclerk@bonfieldtownship.com'; 'egunnell@callander.ca'; 'Monica.Hawkins@eastferris.ca'; 'karen.mcisaac@northbay.ca'  
**Cc:** Rebecca Morrow  
**Subject:** NBMCA Board of Directors appointments following municipal elections  
**Attachments:** Board of Directors Appointment Notice 2022.pdf; 2021\_01\_27-approved-nbmca-admin-by-law-final.pdf

(Administrative By-laws available at Clerk's office)

Good afternoon,  
Friendly reminder of the appointment of members to the Board of Directors for the North Bay-Mattawa Conservation Authority (NBMCAs), following municipal elections. Please find attached a letter briefly describing the process timeline and the NBMCAs administrative by-laws.  
Please feel free to call or email if you have any questions.

Thank you,  
Chitra Gowda (she/her)  
Chief Administrative Officer, Secretary Treasurer  
North Bay-Mattawa Conservation Authority  
15 Janey Avenue  
North Bay, ON P1C 1N1  
Cell: 705-477-0372  
Fax: 705-474-9793  
Web: [www.nbmca.ca](http://www.nbmca.ca)

***Celebrating 50 years of Watershed Management!  
1972-2022***

 **Consider the environment. Please don't print this e-mail unless you really need to.**

The information contained in this electronic message from North Bay-Mattawa Conservation Authority is directed in confidence solely to the person(s) named above and may not be otherwise distributed, copied or disclosed including attachments. The message may contain information that is privileged, confidential and exempt from disclosure under the Municipal Freedom of Information and Protection of Privacy Act and by the Personal Information Protection and Electronic Documents Act. The use of such personal information except in compliance with the Acts, is strictly prohibited. If you have received this message in error, please notify the sender immediately advising of the error and delete the message without making a copy. Thank you.

October 24, 2022

To: The Municipal Clerk/Chief Administrative Officer

The North Bay-Mattawa Conservation Authority (NBMCA) is governed by its Board of Directors (members), per the Conservation Authorities Act. A member shall be appointed for a term of up to four years, as may be determined by the municipal council that appoints the member(s).

Please be advised that new appointments by municipal councils to the NBMCA Board of Directors are required before January 25, 2023, the inaugural meeting date of the NBMCA. The individual(s) appointed are to be residents of the member municipality. When appointing members of an authority, the council of a municipality shall ensure that at least 70 per cent of its appointees are selected from among the members of the municipal council. It is important to note that the members who are appointed by their municipality to the NBMCA Board of Directors should also be appointed to the North Bay-Mattawa Source Protection Authority Board of Directors.

The number of appointments by each municipality is based on population size as indicated below.

- Township of Bonfield: one member
- Municipality of Callander: one member
- Municipality of Calvin: one member
- Township of Chisholm: one member
- Municipality of East Ferris: one member
- Town of Mattawa: one member
- Township of Mattawan: one member
- Township of Papineau-Cameron: one member
- Municipality of Powassan: one member
- City of North Bay: three members.

The NBMCA Administrative By-Laws includes a Code of Conduct and Conflict of Interest for all members who are appointed. For your information, the Administrative By-Laws document is attached. For more information on NBMCA governance, please visit our website at [www.nbmca.on.ca](http://www.nbmca.on.ca)

As we navigate recent changes to the Conservation Authorities Act to meet new deliverables and requirements through 2024, the strategic governance provided by the NBMCA Board of Directors is key to our watershed management programs supporting communities.

I look forward to hearing from you on municipal council appointed members to the NBMCA. Please feel free to contact me for further information.

Chitra Gowda (she/her)  
Chief Administrative Officer, Secretary Treasurer  
North Bay-Mattawa Conservation Authority  
15 Janey Avenue, North Bay, ON  
Email: [chitra.gowda@nbmca.ca](mailto:chitra.gowda@nbmca.ca)  
Cell phone: 705-477-0372

Info

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**From:** FONOM Office/ Bureau de FONOM <fonom.info@gmail.com>  
**Sent:** October 18, 2022 2:54 PM  
**Subject:** 2023 Annual FONOM Conference

4.29

# *2023 Annual FONOM Conference*

The Annual conference will be  
held in

Parry Sound, Ontario

Charles W. Stockey Centre for the Performing Arts

2 Bay St, Parry Sound, ON P2A 1S3

Starting with lunch on Monday,  
May 8th, 2023,  
and running until



Wednesday, May 10th, 2023, at  
12noon.



A List of places to stay in  
Parry Sound can be  
found [HERE.](#)

Talk soon, Mac

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

*Thank you to our Northern Hospitality Suite Partners*

Gold

Nuclear Waste Management Organization, Enbridge, and KWM Consulting

Silver

Ontario Forest Industries Association (OFIA), Tulloch, and ROMA



# Township of Perry

PO Box 70, 1695 Emsdale Road, Emsdale, ON P0A 1J0

PHONE: (705)636-5941

FAX: (705)636-5759

[www.townshipofperry.ca](http://www.townshipofperry.ca)

October 11<sup>th</sup>, 2022

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Via Email: [premier@ontario.ca](mailto:premier@ontario.ca)

**4:30**

Premier of Ontario  
Legislative Building  
Queen's Park  
Toronto ON M7A 1A1

Dear Premier of Ontario Honourable Doug Ford,

**RE: Corporation of the Township of Perry – Resolution of Support  
Healthcare Connect System for Members of the Canadian  
Armed Forces**

---

Please be advised that at their last regular meeting on Wednesday October 5<sup>th</sup>, 2022, the Council of the Corporation of the Township of Perry supported the following resolution:

**Resolution #2022-428**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Paul Sowrey**

***Be it resolved that*** the Council of the Corporation of the Township of Perry hereby supports the Municipality of Brighton's Resolution COU-2022-329, regarding changes to be made to the Healthcare Connect System for Members of the Canadian Armed Forces;

***And further that*** Council directs the Clerk-Administrator to circulate this resolution of support to the Premier of Ontario, Minister of Health, MPP Graydon Smith – Muskoka Parry Sound, Association of the Municipalities of Ontario (AMO), the Municipality of Brighton, and all Ontario municipalities.

**Carried."**

...2

Your attention to this matter is appreciated.

Sincerely,

A handwritten signature in cursive, appearing to read "Beth Morton".

Beth Morton  
Clerk-Administrator

BM/ec

c.c. Ontario Minister of Health, Honourable Sylvia Jones  
MPP Muskoka-Parry Sound, Graydon Smith  
AMO  
Municipality of Brighton  
All Ontario Municipalities

NORTH BAY AREA OFFICE – BUREAU DE NORTH BAY  
120, promenade Lakeshore Drive, North Bay, ON P1A 2A8  
Tel.: (705) 474-9765 Fax: (705) 476-0652 / cupe.ca / scfp.ca

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Copy to CAO ✓  
Orig to cupe file ✓  
**4.3.1**  
VIA EMAIL

October 12, 2022

Francine Desormeau  
Clerk/Deputy Treasurer.  
The Corporation of the  
Town of Mattawa  
[Francine.desormeau@mattawa.ca](mailto:Francine.desormeau@mattawa.ca)

Dear Francine:

**RE: CUPE and Its Local 1465-01 and the Corporation of the Town of Mattawa  
Notice to Bargain for the Collective Agreement Expiring December 31, 2022**

In accordance with the requirements of the collective agreement between the Canadian Union of Public Employees and its local 1465-01 and the Corporation of the Town of Mattawa, we hereby wish to advise you of the Union's desire to open negotiations for the renewal of the collective agreement with modifications thereof.

Please advise at your earliest convenience when our negotiations committees can meet.

Yours truly,



COLIN MACDOUGALL  
National Representative

kc cope491

copy: C. Labrêche

MARK HANCOCK  
National President/Président national  
CANDACE RENNICK  
National Secretary-Treasurer/Secrétaire-trésorière nationale

PATRICK GLOUTNEY, FRED HAHN, JUDY HENLEY, SHERRY HILLIER, LEE-ANN KALEN  
General Vice-Presidents/Vice-présidences générales



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**Municipality of Huron Shores**  
7 Bridge Street, PO Box 460  
Iron Bridge, ON P0R 1H0  
Tel: (705) 843-2033 Fax: (705) 843-2035

October 12, 2022

ATTENTION: Honourable Doug Ford  
Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, Ontario  
M7A 1A1

Dear Premier:

Re: Res. #22-22-09 – Municipality of Brighton – Request for Support re: ***Streamlining Governing Legislation for Physicians in Ontario***

The Council of the Corporation of the Municipality of Huron Shores passed Resolution #22-22-09 at the Regular Meeting held Wednesday, September 28th, 2022, as follows:

“WHEREAS attracting primary health care providers, including doctors, to the North Shore and other shall communities has been a difficult task

AND WHEREAS the Provincial Government announced a tuition program to attract nurses to underserved areas of Ontario;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Huron Shores requests that the Government of Ontario provide funding and change legislation to allow the College of Physicians & Surgeons of Ontario (CPSO) to implement the following changes:

- Exempting Individualized Education Plan's from the regulatory requirement to have Canadian experience (re-do residency) where all other requirements are met; and
- Implementing Practice Ready Assessment programs similar to those already used in seven (7) other provinces.

AND THAT the Government of Ontario develop a similar tuition program to attract family doctors to underserved areas of Ontario;

AND THAT this motion be circulated to the Premier of Ontario, the Minister of Health, MPP Michael Mantha, and all municipalities across Ontario and the Association of the Municipalities of Ontario (AMO) for endorsement.”

Should you require anything further in order to address the above-noted resolution, please contact the undersigned.

Yours truly,



Natashia Roberts

Chief Administrative Officer (CAO)/Clerk

NR/KN

Cc: Premier of Ontario, the Minister of Health, MPP Michael Mantha, and all municipalities across Ontario and the Association of the Municipalities of Ontario (AMO)



copys agenda  
4.33

Le mardi, 1<sup>er</sup> novembre 2022

Monsieur Raymond Bélanger  
Maire  
Ville de Mattawa  
[info@mattawa.ca](mailto:info@mattawa.ca)

Monsieur Bélanger,

Au nom du Conseil scolaire catholique Franco-Nord, nous désirons vous féliciter pour votre élection à titre de maire de la ville de Mattawa. Nous vous souhaitons un mandat long et fructueux.

Le Conseil scolaire catholique Franco-Nord, en tant qu'organisation ayant pour but de prodiguer une éducation catholique de langue française de haute qualité et de promouvoir toutes les facettes du bien-être des élèves francophones, s'est toujours fait un devoir de coopérer avec les municipalités qu'il dessert. Nous souhaitons maintenir un climat où tous les partis pourront évoluer en harmonie et où les besoins culturels et sociaux de chaque communauté scolaire seront pris en compte.

Nous sommes convaincus que nous perpétuerons avec succès cette collaboration empreinte de confiance.

Laissez-nous réitérer, une fois de plus, nos sincères félicitations pour votre élection.

En nous réjouissant de vous rencontrer prochainement, nous vous prions d'agréer, Monsieur Bélanger, l'expression de notre très haute considération.

Ronald Demers  
Président

Serge Levac  
Direction de l'Éducation

October 31, 2022

Dear CAO/Clerk:

**Re: Representative on FONOM Executive Committee (Board)**

The Constitution of the Federation of Northern Ontario Municipalities (FONOM), of which you are a member, allows a representative from the territorial district of Nipissing to sit on the Executive Committee (Board of Directors) of FONOM. The current representative is Councillor Terry Kelly from the Municipality of East Ferris (*Note, Terry will continue to represent Nipissing until February 3, 2023*). As the current board appointments soon expire, we seek your nomination to fill this term that will run until the next general municipal election in 2026.

Please advise me of the name of your nominee to represent the District of Nipissing on the FONOM board.

Your resolution can be sent to me by mail at 615 Hardy Street North Bay, Ontario, P1B 8S2, or by email at [fonom.info@gmail.com](mailto:fonom.info@gmail.com). The Executive member chosen to represent the territorial district of Nipissing shall be selected by resolution of a majority of all the member municipalities within the district from the resolutions received on or before **Friday, February 3, 2023**. Note that the first meeting of the new FONOM board will be held Sunday, January 22, 2023, in Toronto (in conjunction with OGRA/ROMA annual conference).

If you have any questions regarding this matter, please contact me by telephone or email at [fonom.info@gmail.com](mailto:fonom.info@gmail.com). Thank you for your assistance with this matter and your municipality's continuing support of FONOM.

Sincerely yours,

Mac Bain

Executive Director

Distribution:

Township of Bonfield

Township of East Ferris

Township of Papineau-Cameron

Municipality of West Nipissing

Township of Chisholm

Town of Mattawa

Township of South Algonquin

Township of Calvin

Township of Mattawan

Municipality of Temagami



**FEDERATION OF NORTHERN ONTARIO MUNICIPALITIES**  
**CONSTITUTION**

Amended May, 1986  
Amended May, 1989  
Amended May, 1992  
Amended May, 1995  
Amended May, 1996  
Amended May, 2000  
Amended May, 2002  
Amended May, 2003  
Amended May, 2006  
Amended May, 2008  
Amended May, 2010  
Amended May, 2014  
Amended May, 2016  
Amended May, 2017

**PART I**

**NAME**

The name of this municipal Association shall be the Federation of Northern Ontario Municipalities (FONOM).

**PART II**

**MANDATE AND OBJECTIVES**

FONOM is the unified voice for the people of Northeastern Ontario municipalities.

Our Mission is to improve the quality of life for all citizens and to ensure the future of our youth.

**PART III**

**MEMBERSHIP**

Any municipality, local municipality or local board as defined in the *Municipal Act, 2001*, the majority of whose members are elected, or any organization composed of elected municipal officials shall be eligible for membership in the Federation provided in each case that the corporation board or organization operates within the judicial districts of Northern Ontario.

## **PART IV**

### **MEMBERSHIP FEES**

The annual membership fees for each corporation, board, organization covering the 2014 calendar year is as follows:

<b>Population*</b>	<b>Fee</b>
1,000 and under	\$ 160.00
1,000 – 3,000	210.00
3,000 – 5,000	260.00
5,000 – 10,000	320.00
10,000 – 20,000	400.00
20,000 – 40,000	700.00
over 40,000	3,000.00

At commencement of the 2015 fiscal year, membership fees will increase 5 per cent for every new term of council.

\* In assessing annual membership fees, FONOM uses the most recent population data contained in the current *AMCTO Ontario Municipal Directory*

All membership fees shall be paid in full by March 31 of each year.

The fiscal year of the Association shall be from April 1 to March 31.

## **PART V**

### **MEETINGS**

1. An annual general session shall be held each year within 90 days of the fiscal yearend.
2. The place of the annual meeting will be set by the Executive based on guidelines contained in policy. The dates and location of annual meetings will be communicated to members at least one year in advance.
3. The Executive shall meet at least twice a year outside of the annual general meeting with at least one of such executive meetings to be held in the Spring of the year.
4. A quorum of 50% plus one (1) shall be required for any executive meeting.

5. A quorum of 50% plus one (1) of members in good standing representing no fewer than twenty (20) member municipalities as of the date of the annual meeting shall be required for any motions before at an annual meeting.
6. Notice of every annual general session of the Association shall be given by the Executive Director by sending a copy of the notice by electronic mail to each office and member municipality to be received at least thirty (30) days before the date of such meeting. Should a member municipality be unable to communicate by electronic mail, regular mail shall be the alternative.
7. The Agenda of the annual general meeting shall be established by the executive during the year and forwarded to the membership

## **PART VI**

### **EXECUTIVE COMMITTEE**

The Executive shall consist of:

President  
 Immediate Past President  
 First Vice President  
 Second Vice President  
 Seven Directors

An Immediate Past President shall remain a member of the Executive Committee of the Association as long as that person continues to be an elected council member of a member municipality. If the Immediate Past President ceases to hold elected office, the most Immediate Past President who holds elected office in a member municipality may be appointed to serve on the Executive.

The Executive shall be comprised of one representative from each of the major municipalities/cities: North Bay, Sault Ste. Marie, Greater Sudbury, Timmins and one representative from each of the seven territorial districts of Northeastern Ontario: Algoma, Cochrane, Manitoulin, Nipissing, Parry Sound, Timiskaming and Sudbury.

Duties and Number. The affairs of the Federation shall be managed by an Executive Committee who may be known and referred to as Directors. The Executive shall consist of 11 directors or such other number of directors as may be determined from time to time by resolution at the annual general meeting.

Qualifications. Every member of the Executive shall be 18 or more years of age. Every member of the Executive appointed from each of the Federation's major municipalities/cities/territorial district:

- a) Shall be holder of office in such municipality/city/territorial district and elected to such office by qualified electors pursuant to the provisions of the Municipal Elections Act, 1996, as amended, and
- b) Shall be appointed to the Executive by resolution of their respective Council and/or Municipal Association.
- c) Where no *bona fide* Municipal Association exists, the Executive member representing that territorial district shall be selected by resolution of a majority of all the member municipalities within said territorial district.

Term. The term of office of the Executive shall commence with the first meeting following general municipal elections. At the expiration of the four-year term that started with the first meeting following general municipal elections, a new term of office of the Executive shall commence.

Officers. The Officers of the Executive shall be the President, the First Vice-President, the Second Vice-President and the Immediate Past President.

The Officers of the Executive, with the exception of the Immediate Past President, shall be selected by the eligible Directors from among the current eligible Directors at a meeting of the entire Executive to be held in July except for the year succeeding a general municipal election when the meeting shall be in January immediately following said elections.

A Director must have served a minimum of one (1) year on the Executive in order to be eligible for election as President.

The Officers shall serve a term of one (1) year from their appointment effective the 1<sup>st</sup> of August of the appointment year to the 31<sup>st</sup> day of July in the following year.

The position of an Officer of the Executive shall automatically be vacated under the same conditions as a member of the Executive as defined in the following section titled "Vacancies".

Any Officer appointed in accordance with this section shall be subject to removal by a majority vote of the Executive at any time.

There shall be no limit to the number of terms to which any Officer may be elected.

Powers of Officers. The Officers of the Association shall have power and authority to act for the Executive in relation to the following matters:

- 1. During the interval between the meetings of the Executive, the Officers shall possess and may exercise (subject to any regulations which the

Board may, from time to time, impose) all the powers of the Executive in the management of the affairs of the Association in such manner as the Officers shall deem best for the interests of the Association in all cases in which specific directions shall not have been given by the Executive.

2. Develop the agenda for the Executive meetings.
3. Respond to emergency issues, policy matters and resolutions.
4. Recommend to the Executive the terms and conditions of employment of the Executive Director and to enter into such contracts in this regard. To assess the Executive Director's compensation in relation to the annual performance review by the Officers. To recommend to the Executive when an Executive Director search should be undertaken.

Honorarium. The President and Vice President of the Federation of Northern Ontario Municipalities (FONOM) shall receive a yearly honorarium of \$4,000 and \$1,000 respectively.

Vacancies. The position of a member of the Executive shall automatically be vacated:

- a) If the member is found to be mentally incompetent or becomes of unsound mind;
- b) If the member, by notice in writing, to the Federation resigns office, which resignation shall be effective at the time it is received by the Executive Director of the Federation or at the time specified in the notice, whichever is later;
- c) If the member dies;
- d) If the member ceases to be a holder of an office in such municipality, city, territorial district, and is not elected to such office by qualified electors pursuant to the provisions of the Municipal Elections Act, 1996 as amended.

Filling Vacancies. In the event a vacancy occurs in the Executive, such vacancy shall be filled by a new member from the municipality/city/territorial district from which the vacancy originated within 30 days of the creation of such vacancy. Any new member of the Executive appointed pursuant to the terms hereof shall hold office for the remainder of the removed member's term.

Upon the absence of a member of the Executive from three consecutive meetings, the Association/City/District represented by that member shall be requested to appoint a new representative.

## **PART VII**

### **EXECUTIVE DIRECTOR**

A permanent Executive Director shall be appointed by the Executive Committee of FONOM and shall be a non-voting member of the Executive.

The Executive Director shall receive all monies of the Federation and see that they are deposited to the credit of the Federation in a Chartered Bank.

The Executive Director shall disburse funds only after approval by the Executive.

An annual statement of receipts and disbursements shall be prepared by the Executive Director and presented for approval for the annual general meeting.

The Executive Director shall maintain a roll of membership and annually bill the fees connected therewith.

The Executive Director shall record the minutes of all meetings of the Federation and of the Executive and perform such other duties as may be assigned.

The Executive Director may be paid an honorarium as may be determined by the Executive.

## **PART VIII**

### **VOTING**

Each elected representative on the Executive Committee shall be entitled to one vote on all questions before each duly called meeting of the Executive.

Each elected representative from a member municipality may speak to and vote on any motion or resolution before an annual meeting.

A tie vote on any motion before the Executive or before the members at an annual meeting shall be declared lost.

## **PART IX**

### **COMMITTEES**

The members of the Executive Committee as appointed by their respective jurisdictions shall be announced by the President at the Annual Conference.

A Resolutions Committee, including a designated Chairman, shall be appointed by the Executive at their Spring Executive Meeting. The Committee will meet at the call of the Chair, before the annual General Meeting and report their recommendations on all resolutions to the general session.

Special committees may be appointed for specific purposes by either the annual general meeting of the Executive.

## **PART X**

### **RESOLUTIONS**

The Executive shall throughout the year consider and approve resolutions at any of its regular or special meetings as defined in Section V. Once approved by the Executive, these resolutions shall be deemed to be policy of the Federation of Northern Ontario Municipalities.

These resolutions will be presented to the members at the next annual general meeting. Copies of all such resolutions shall be made available to the delegates registered at the annual meeting.

The Executive shall bring forward to the members at each annual general meeting three (3) to five (5) resolutions for discussion by the membership. These resolutions shall be issues of major concern to all or most of the members.

Late resolutions, of an urgent nature and having regional implications, from members may be considered if agreeable to the members at the annual general meeting provided that a sufficient number of copies of the resolutions (200) in print, are in the hands of the Chair of the resolutions committee at the time the resolutions are proposed and further that no new resolutions will be dealt with or discussed until such time as all duly presented resolutions have been dealt with by the delegates.

Questions of Importance affecting local government not specifically dealt with by resolution may be raised and discussed at the annual general meeting on the affirmative vote of the delegates attending the meeting.

Members of the Executive may, from time to time, pass administrative and operational policy resolutions to assist in the administration of the affairs of the Association.

## **PART XI**

### **RULES OF ORDER**

The rules of order of all regular and executive meetings shall be decided by the President and in making such a ruling he shall base his decision on the rules, Forms and Forms of Procedure of the Legislative Assembly of Ontario.

## **PART XII**

### **AMENDMENT TO THE CONSTITUTION**

The Constitution of the Federation may be amended at any general meeting of the Federation, provided that at least thirty (30) days before the date of the said meeting, a notice and copy of the proposed amendment have been filed with the Executive Director who shall forward as soon as possible copies of the proposed amendment to all members.