

**AGENDA**  
**A meeting of the Council of the Corporation**  
**of the Town of Northeastern Manitoulin and the Islands**  
**to be held on Tuesday, February 23<sup>rd</sup>, 2021**  
**Electronic Format at 7:00 p.m.**

**1. Call to Order**

**2. Approval of Agenda**

**3. Disclosure of Pecuniary Interest & General Nature Thereof**

**4. Minutes of Previous Meeting**

- i. Confirming By-Law 2021-12

**5. Planning Reports**

- i. Wanda McCulligh/Jordan Stephens – Zoning amendment 2021-01, By-law 2021-13
- ii. Eadie Family – Consent application 2021-01
- iii. Bruce O’Hare – Consent application 2021-02

**6. Old Business**

- i. Speed and Traffic Monitoring Report- Highway 6

**7. New Business**

- i. Request for Donation- Little Current Fish and Game Club
- ii. Request for Donation- The Anchor Inn, The Island Jar and Loco Beanz
- iii. Georgian Bay Association Coastal Protection Project
- iv. Bill C-21- Gun Control Legislation

**8. Correspondence**

- i. Manitoulin La-Cloche Tourism Adaptation Strategy Partner Funding Request
- ii. Rockville Hall letter to MPAC
- iii. Letter from the Honorable Caroline Mulroney to Ogimaa Duke Peltier

**9. Minutes and Other Reports**

- i. Drinking Water Quality Management System Report
- ii. Mayors Update

**10. Adjournment**

**THE CORPORATION OF THE TOWN OF  
NORTHEASTERN MANITOULIN AND THE ISLANDS**

**BY-LAW NO. 2021-12**

Being a by-law of the Corporation of the Town of Northeastern Manitoulin and the Islands to adopt the minutes of Council for the term commencing December 4, 2018 and authorizing the taking of any action authorized therein and thereby.

WHEREAS the Municipal Act, S.O. 2001, c. 25. s. 5 (3) requires a Municipal Council to exercise its powers by by-law, except where otherwise provided;

AND WHEREAS in many cases, action which is taken or authorized to be taken by a Council or a Committee of Council does not lend itself to an individual by-law;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF NORTHEASTERN MANITOULIN AND THE ISLANDS ENACTS AS FOLLOWS:

1. THAT the minutes of the meetings of the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands for the term commencing December 4<sup>th</sup>, 2018 and held on:  

February 16, 2021

  
are hereby adopted.
2. THAT the taking of any action authorized in or by the minutes mentioned in Section 1 hereof and the exercise of any powers by the Council or Committees by the said minutes are hereby ratified, authorized and confirmed.
3. THAT, where no individual by-law has been or is passed with respect to the taking of any action authorized in or by the minutes mentioned in Section 1 hereof or with respect to the exercise of any powers by the Council or Committees in the above-mentioned minutes, then this by-law shall be deemed for all purposes to be the by-law required for approving and authorizing the taking of any action authorized therein or thereby or required for the exercise of any power therein by the Council or Committees.
4. THAT the Mayor and proper Officers of the Corporation of the Town of Northeastern Manitoulin and the Islands are hereby authorized and directed to do all things necessary to give effect to the recommendations, motions, resolutions, reports, action and other decisions of the Council or Committees as evidenced by the above-mentioned minutes in Section 1 and the Mayor and Clerk are hereby authorized and directed to execute all necessary documents in the name of the Corporation of the Town of Northeastern Manitoulin and the Islands and to affix the seal of the Corporation thereto.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS  
23<sup>rd</sup> day of February 2021.

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Al MacNevin

Mayor

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Pam Cress

Clerk

**The Corporation of the Town of Northeastern Manitoulin and the Islands**  
**Minutes of a Regular Council meeting held Tuesday, February 16, 2021**  
**via Zoom at 7:00p.m.**

**PRESENT:** Mayor Al MacNevin, Councillors: Barb Baker, Al Boyd, Laurie Cook, Mike Erskine, Jim Ferguson, William Koehler, Dawn Orr and Bruce Wood.

**STAFF PRESENT:** David Williamson, CAO  
Heidi Ferguson, Deputy-Clerk  
Wayne Williamson, Manager of Public Works  
Reid Taylor, Manager of Community Services

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

Presentation to Gary May from Council on his retirement from the municipality.

**Resolution No. 42-02-2021**

Moved by: M. Erskine

Seconded by: A. Boyd

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands approves the agenda, as presented.

Carried

**Resolution No. 43-02-2021**

Moved by: W. Koehler

Seconded by: B. Wood

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands now reads a first, second and third time and finally passes By-Law No 2021-11 to adopt the minutes of Council for the term commencing December 4, 2018 and authorizing the taking of any action authorized therein and thereby.

Carried

**Resolution No. 44-02-2021**

Moved by: J. Ferguson

Seconded by: A. Boyd

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands now reads a first, second and third time and finally passes By-Law No. 2015-32 to regulate traffic and parking in the Town of Northeastern Manitoulin and the Islands.

Carried

**Resolution No. 45-02-2021**

Moved by: M. Erskine

Seconded by: J. Ferguson

Whereas the POA Board of Management is concerned with the current financial status of the Provincial Offences Act-Gore Bay Services;

AND WHEREAS Gore Bay is operating at a deficit in excess of \$22,000. Which is unprecedented.

AND WHEREAS the deficit is directly attributable to the restrictions imposed by the Province as it relates to the Province's response to the COVID 19 situation;

AND WHEREAS the Province has had almost one year to find a solution to ensure the safe and continued operation of the Provincial Offences Court system in Ontario;

AND WHEREAS the Province transferred the POA operation to municipalities in 2000 with the expectation that it would operate on a profit and not negatively impact the financial status of the participating municipalities

AND WHEREAS the Provincial Government has provided COVID 19 grants to municipalities but not directed any of these monies to the POA Boards

THEREFORE BE IT RESOLVED THAT the Town of Northeastern Manitoulin and the Islands supports the Gore Bay POA Board of Management and forwards a copy of this motion to the Premier of Ontario, Ministry of Attorney General, and local MPP's asking for action to provide financial assistance to all municipal POA Offices impacted by COVID 19.

Carried

**Resolution No. 46-02-2021**

Moved by: B. Wood

Seconded by: W. Koehler

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands proceeds In Camera in order to address a proposed or pending disposition or acquisition of land for municipal or local board purposes and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Carried

**The Corporation of the Town of Northeastern Manitoulin and the Islands**  
**Minutes of Council**

**Page 2**

**Resolution No. 47-02-2021**

Moved by: J. Ferguson

Seconded by: M. Erskine

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands does now  
Rise and Report.

Carried

**Resolution No. 48-02-2021**

Moved by: D. Orr

Seconded by: B. Wood

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands does now  
adjourn at 7:50 pm.

Carried

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Al MacNevin                      Mayor

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Heidi Ferguson                      Deputy- Clerk

Wanda McCulligh / agent Jordan Stephens  
Zoning By-Law Amendment –  
TOWN OF NORTHEASTERN MANITOULIN AND THE ISLANDS  
Procedure for Statutory Public Meeting

2. Chairman makes the following statement:

**“The item on Council’s agenda tonight is the holding of a statutory public meeting with respect to an applications to amend Zoning By-Law No. 2018-41**

3. Chairman would then ask the clerk:

**“What method was used to give notice to the Public Meeting?”**

Clerk’s response:

“By publishing a notice in a newspaper that, in the opinion of the clerk of the municipality, is of sufficiently general circulation in the area to which the proposed by-law would apply that it would give the public reasonable notice of the public meeting.

4. After the response, the Chairman would ask the clerk:

**“On what date was the Notice given?”**

Clerk’s response:

“January 27, 2021”,

Chairman would then state: **“My calculation is that the Notice as given 27 days in advance of the meeting and this satisfies the requirement of 20 days advance notice.”**

5. The Chairman would then ask the clerk:

**“What is the proposed amendment to the Zoning By-Law?”**

Clerk’s response:

If approved this application the zoning would allow for a multi-residential unit in an R1 zone

**“Are there any persons present who wish to make oral or written submissions on the proposed amendment to the by-law? If so, would they please give their names, addresses, and postal codes to the Clerk.**

6. Chairman then would state:

**“We will first hear a presentation from the applicant, describing the need to amend the zoning by-law.”**

Chairman will then ask the Clerk to read any written submissions.

**“I would ask that all persons wishing to address these matters to direct their questions through the Chair. Further, I will ask those present as a group to appoint a spokesperson. Should anyone have already made a written presentation which has already been read aloud tonight, I ask you to confine your remarks to new commentary.**

**I will give those in support of the proposed amendment an opportunity to make presentations.**

**I will then give those in opposition to the proposed amendment an opportunity to make presentations.**

**I will now give the applicant an opportunity to respond to issues raised during this meeting.”**

**Next application on the agenda**

## Zoning by-law amendment – Planning Report

February 23, 2021

Owner Wanda McCulligh  
Agent Jordan Stephens and Larissa Alston  
File No: 2021-01 zbl  
Property Description: 34 Vankoughnet Street West

### **Proposal :**

An amendment application has been received to amend the zoning by-law by site specific to allow for a Multi Residential (R2) unit.

### **Reasoning:**

The purpose of this application is to amend the zoning to allow for a fourplex unit to be built on this property to help supply housing to our booming population.

### **Subject Lands:**

This property is surrounded by a residential units

### **Provincial Policy Statement:**

#### Housing

1.4.1 To provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall:

- a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through residential intensification and redevelopment and, if necessary, lands which are designated and available for residential development; and
  - b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans.
- Upper-tier and single-tier municipalities may choose to maintain land with servicing capacity sufficient to provide at least a five-year supply of residential units available through lands suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans.

- 1.4.2 Where planning is conducted by an upper-tier municipality:
- a) the land and unit supply maintained by the lower-tier municipality identified in policy 1.4.1 shall be based on and reflect the allocation of population and units by the upper-tier municipality; and
  - b) the allocation of population and units by the upper-tier municipality shall be based on and reflect provincial plans where these exist.
- 1.4.3 Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area by:
- a) establishing and implementing minimum targets for the provision of housing which is affordable to low and moderate income households and which aligns with applicable housing and homelessness plans. However, where planning is conducted by an upper-tier municipality, the upper-tier municipality in consultation with the lower-tier municipalities may identify a higher target(s) which shall represent the minimum target(s) for these lower-tier municipalities;
  - b) permitting and facilitating:
    - 1. all housing options required to meet the social, health, economic and well-being requirements of current and future residents, including special needs requirements and needs arising from demographic changes and employment opportunities; and
    - 2. all types of residential intensification, including additional residential units, and redevelopment in accordance with policy 1.1.3.3;
  - c) directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;
  - d) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation and transit in areas where it exists or is to be developed;
  - e) requiring transit-supportive development and prioritizing intensification, including potential air rights development, in proximity to transit, including corridors and stations; and
  - f) establishing development standards for residential intensification, redevelopment and new residential development which minimize the cost of housing and facilitate compact form, while maintaining appropriate levels of public health and safety



## **Official Plan**

### **Urban Settlement Area**

The Urban Settlement Area of Little Current functions as a centre for growth, development, and urban activities. It is the service centre for the majority of residents in the Town and is where municipal water and sewer services are provided. The Urban Settlement Area will be the focus of residential, commercial, community-related employment, institutional, entertainment, cultural, recreational, and open space uses, but heavy industrial uses are not encouraged.

The Town may identify and promote redevelopment of designated and vacant and/or underutilized sites, and areas in transition in the Urban Settlement Area taking into account existing building stock and the availability of suitable existing or planned infrastructure and public service facilities to accommodate projected needs

#### **▪ Residential Area**

Residential Areas are expected to continue to accommodate attractive neighbourhoods and foster the creation of complete communities which provide for facilities and services such as schools, parks, places of worship, community services, and local neighbourhood-oriented commercial uses which are integral to and supportive of a residential environment.

The Urban Settlement Area will allow for a variety of housing types and accommodate and encourage a variety in size, design, tenure, accessibility, and affordability to meet the housing needs of the Planning Area. The implementing Zoning By-law will provide zones that are categorized by dwelling type and include performance standards.

1. Low density residential uses will be permitted including single detached dwellings, semi-detached dwellings, and duplex dwellings.
2. Secondary dwelling units, garden suites, and group homes are considered residential uses and are permitted in accordance with the policies of this Plan.
3. Medium and high density buildings (i.e. triplex, fourplex, row or block townhouses, apartments, and multi-residential buildings) are also permitted, subject to the following considerations:
  - i. The type and size of the development;
  - ii. The adequate provision of services and parking;
  - iii. Proposed buffering provisions that shall serve to minimize any potential adverse effects on adjacent properties;
  - iv. The design of the development in relation to the character, scale, massing, height, and streetscape features of adjacent buildings.
4. Multi residential development that is designed for occupancy by seniors, including seniors' apartment buildings, assisted living facilities and long-term care facilities is permitted. Related commercial uses may also be permitted. The development of any new seniors' facility and related commercial uses, including the conversion of an existing building, may require a site-specific Zoning By-law Amendment and site plan control.
5. Mobile home parks are not permitted in accordance with the policies of this Plan.

Complementary land uses may be permitted in the Residential Area where they are compatible with the residential environment, including parks and open space and institutional and community facility uses.

Home-based businesses are permitted in the Residential Area, subject to the policies of this Plan, and may require approval of a site-specific Zoning By-law Amendment.

Local commercial uses and personal services uses may be permitted in the Residential Area, where they are compatible with the surrounding residential area, and may require a site-specific Zoning By-law Amendment. The Zoning By-law may set out additional performance standards including floor area, height, parking, and landscaping requirements. Local commercial uses may be subject to site plan control. Compatibility will be assessed based on the following:

- a. Potential affects to the character of the surrounding residential area;
- b. Noise and traffic generation; and
- c. Overall number of local commercial uses, location, and design.

### **Zoning - Residential (R1)**

#### **Residential Uses**

- a single detached dwelling
- a garden suite
- a secondary unit
- a semi detached dwelling
- a duplex dwelling
- a home occupation
- a group home

### **Municipal Services**

No new services would be required

This lot held a single-family housing structure up until recently, therefor no new services will be required.

### **Correspondence /inquiries Received**

No correspondence received, or information requested.

### **Recommendations**

By allowing by site specific zoning amendment this property to house a Multi Residential unit the planning authority would be following the objectives of the Provincial Policy Statement as well as the Official Plan.

The Planning Authority should take into consideration the ability for the town's lagoon system to operate at appropriate capacity levels with the influx of multiple unit dwellings being applied for.

If Council feels that all stipulations are met, this application could be approved.

**CORPORATION OF THE TOWN OF  
NORTHEASTERN MANITOULIN AND THE ISLANDS**

**BY-LAW NO. 2021-XX**

**Being a By-law to Amend Zoning By-law No. 2018-41**

**Being a By-law** for the purpose of amending Zoning By-law No. 2018-41, being a By-law, to regulate the Use of Land of the Corporation of the Town of Northeastern Manitoulin and the Islands, under the Authority of Section 34 of the Planning Act, R.S.O. 1990, Chapter P. 13, as amended;

**Whereas**, the Corporation of the Town of Northeastern Manitoulin and the Islands, has ensured that adequate information has been made available to the public and has held at least one (1) public meeting after due notice for the purpose of informing the public of this by-law;

**And Whereas**, Council deems it appropriate to concur and, whereby Restricted Area Zoning By-law 2018-41 is to be amended by permit a multi-residential unit by special provision, section 8 on lands described as 34 Vankoughnet Street west.

**And Whereas**, upon considering representations in respect to the zoning proposal and the report of the Clerk of the Town, the Council of the Town of Northeastern Manitoulin and the Islands, deems it advisable to amend Zoning By-law No. 2018-41, as amended;

**Now Therefore**, the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands, enacts, as follows:

- 1) Section 7, Specific zones is hereby amended to add the following subsection R1-14 to allow for a multi-residential unit at 34 Vankoughnet Street.
- 2) Subsection 1) applies to that parcel of land described as 34 Vankoughnet Street W, Town of Northeastern Manitoulin and the Islands, District of Manitoulin, as registered in the Land Registry Office for the Registry Division of Manitoulin (31).
- 3) That it is hereby certified that this amending By-law is in conformity with the Official Plan for The Town of Northeastern Manitoulin and the Islands.
- 4) Schedule "A" hereto attached shall be considered to be part of this By-law.
- 5) This by-law shall come into force in accordance with the provisions of Section 34 of the Planning Act, R.S.O. 1990 Chapter P. 13 and take effect on the date of its final reading subject to the expiration of the 20 day appeal period, provided in Section 34(19) of the Planning Act and subject to the approval of the Ontario Municipal Board where objections to this by-law are filed with the Municipal Clerk together with the prescribed fee.

Read a First, Second and Third Time this\_\_ \_\_day of \_\_ February\_\_\_\_, 2021.

\_\_\_\_\_  
A. MacNevin, Mayor

\_\_\_\_\_  
P. Cress, Clerk

**THIS IS SCHEDULE "A" TO BY-LAW NO. 2018-41**

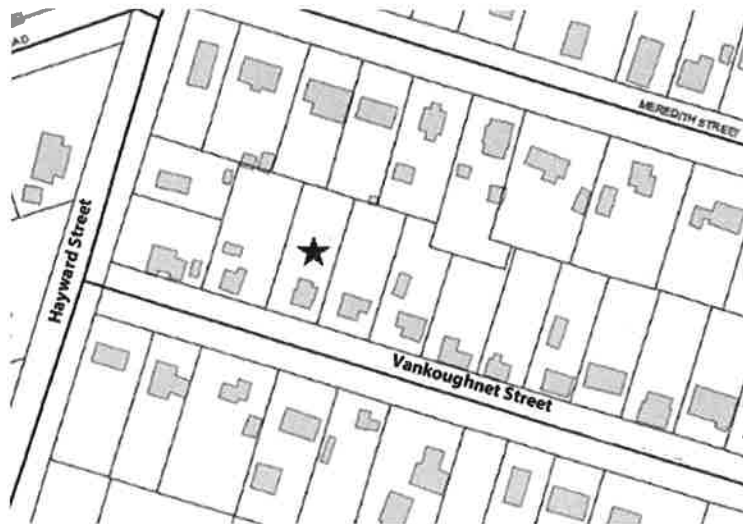
**PASSED ON THE 23 DAY OF February 2021.**

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**A. MacNevin, Mayor**

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**P. Cress, Clerk**





February 23, 2021

Subject: Application for Consent  
File #: Con 2021-01  
Owner: Carrie McCulloch, Casson Eadie  
Location: 196 Pepper Point Road  
Legal: Sheguiandah Township, Con 13, Lot 15

**Purpose of the Application**

This is a Technical Consent application to correct title.

**Conformity with the Official Plan**

**Designation – Shoreline Area**

**F.4.2.1 Technical Consents**

1. Despite the above, consent may be granted in addition to the consent policies outlined above for a technical severance as follows:
  - a. To correct lot boundaries;
  - b. To convey additional land to an adjacent lot provided the conveyance does not lead to the creation of an undersized lot for the purpose for which it is being or will be used;
  - c. To correct title to the land;
  - d. Where the effect of the consent does not create an additional lot;
  - e. To permit an easement; or
  - f. To permit a consent for municipal or other public purposes.

**Zoning**

**Designation – Shoreline Residential**

a)	Minimum lot frontage	45.5 m
b)	Minimum lot area	4,045 sq. m
c)	Maximum lot coverage	20%
d)	Minimum front yard	7.5 m
e)	Minimum rear yard	3.0 m
f)	Minimum interior side yard	3.0 m
g)	Minimum exterior side yard	7.5 m
h)	Maximum building height	9.0 m
i)	Minimum distance to a lot line for an accessory building	3.0 m
j)	Maximum building height for an accessory building	5.0 m
k)	Maximum building floor area for an accessory building	89 sqm

### **Notes**

This piece of property as described has had a separate roll number and has been considered as a stand-alone lot prior to 1979. The consent application is being applied for due to a technical issue with the deed.

### **Comments from agencies**

MTO request further maps but did not submit any responses.

### **Comments from the Public**

No comments or requests were received from the public.

### **Suggested Conditions if Approved** – to be filed within one year of the Notice Decision for certification

Transfer of landform prepared by a solicitor and a schedule to the transfer of landform on which is set out the entire legal description of the parcel,

General – the applicant must deposit a Reference Plan of Survey in the Land Registry Office clearly delineating the parcels of land approved by The Town of Northeastern Manitoulin and the Islands in this decision and provide the Town Office with a copy.

Taxes – Prior to final approval by the Town of Northeastern Manitoulin and the Islands, the owner provide confirmation of payment of all outstanding taxes.

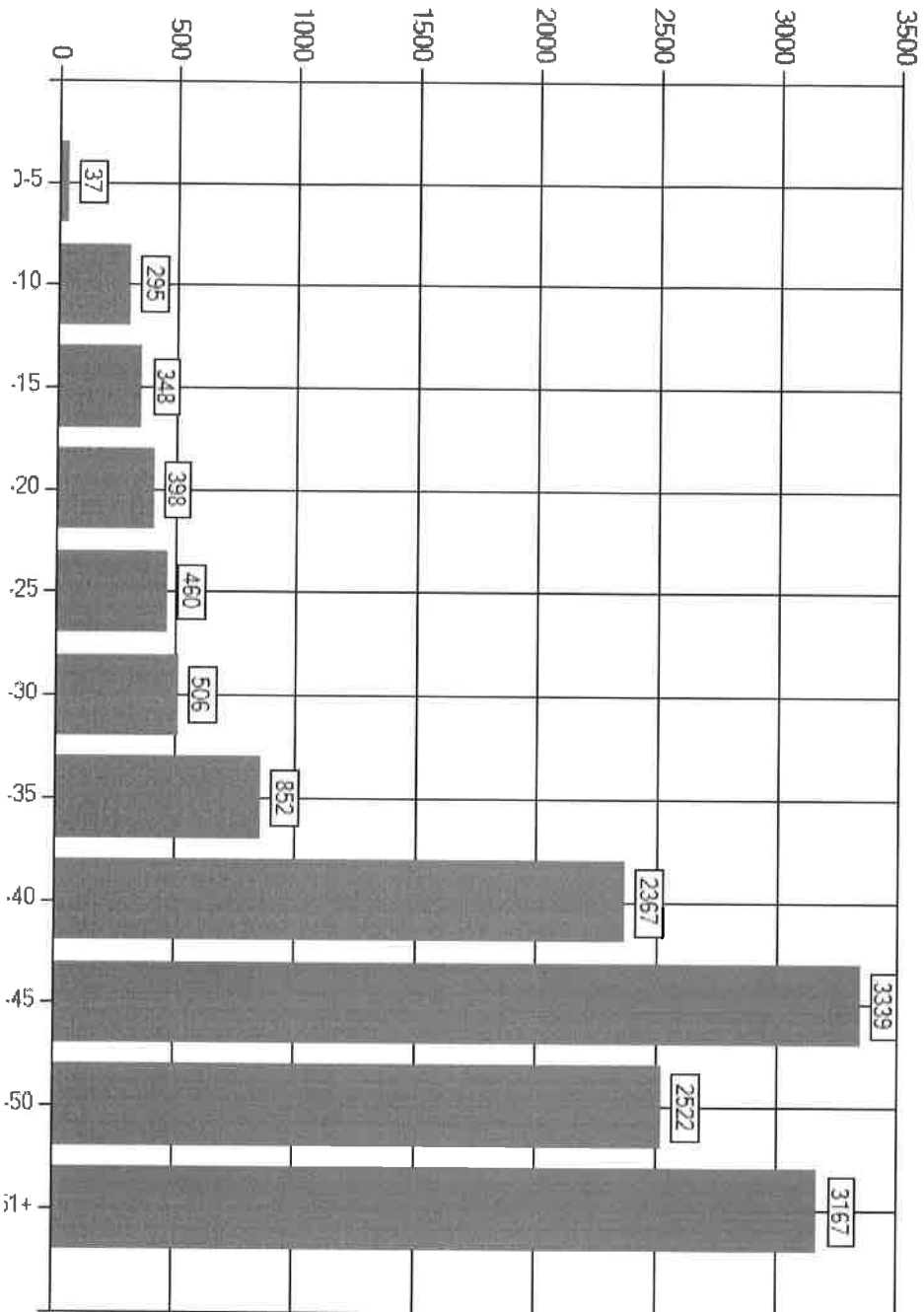
All outstanding fees must be paid in full

### **Recommendations –**

If Planning Authority of the Town of Northeastern Manitoulin and the Island is satisfied that all requirements are met a favorable decision could be made.

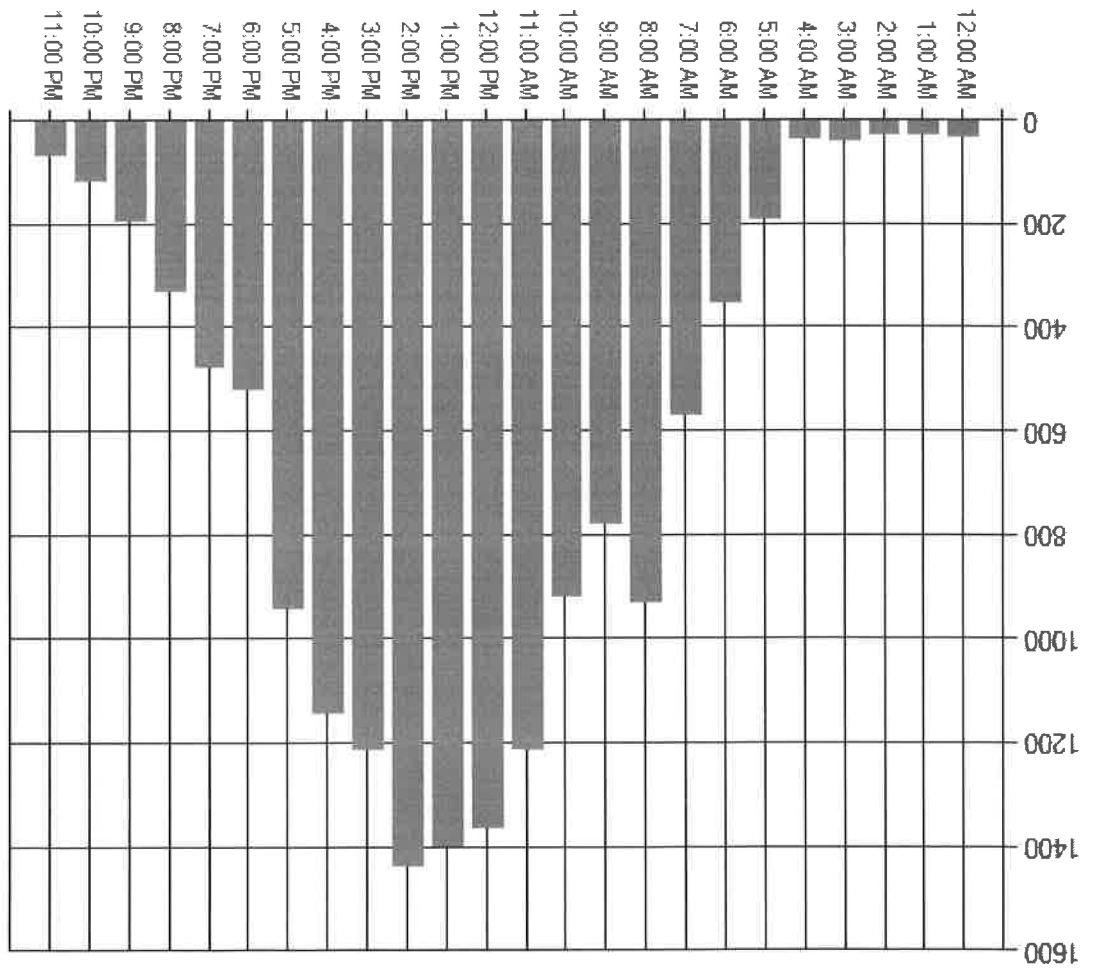
Date: 02/16/2021 12:00 AM  
 Report Start Date: 02/09/2021 11:00 AM  
 Report End Date: 02/15/2021 11:00 AM  
 Time Interval: 60 minutes  
 Speed Interval: 5 km/h  
 Posted Speed Limit: 40 km/h  
 Average Speed: 42 km/h  
 Highest Speed: 127 km/h  
 50th Percentile: 43 km/h  
 85th Percentile: 53 km/h  
 Number Above Speed Limit: 9028  
 Total Number of Vehicles: 14291

Comments:  
 Location: Highway #6 / Wilson St.



Date: 02/16/2021 12:00 AM  
 Report Start Date: 02/09/2021 11:00 AM  
 Report End Date: 02/15/2021 11:00 AM  
 Time Interval: 60 minutes  
 Speed Interval: 5 km/h  
 Posted Speed Limit: 40 km/h  
 Average Speed: 42 km/h  
 Highest Speed: 127 km/h  
 50th Percentile: 43 km/h  
 85th Percentile: 53 km/h  
 Number Above Speed Limit: 9028  
 Total Number of Vehicles: 14291

Comments:  
 Location: Highway #6 / Wilson St.



■ Total Cars



LITTLE CURRENT AND DISTRICT FISH AND GAME CLUB

FEB 12 2021

P.O. Box 67

Sheguiandah, Ontario, P0P 1W0

Dear Supporter

*P. J. Strain*

Once again the club will be hosting, in Late April, Grade 4 students from Manitoulin Schools.

This all depends on the policy of the Rain Bow Board with regards to field trips due to Covid 19.

Irregardless the Club will still see that all of these students will receive a fishing rod and reel, plus a DVD of the event during their visit to the clubs walleye hatchery in Sheguiandah. This year there will be approximately 175 students from the schools.

It would be appreciated if your Organization or Business would financially support this program.

Thank you for considering the above requests.

Sincerely



William (Bill) Strain, President

Little Current & District Fish & Game Club

P.O. Box 67

Sheguiandah, Ont. P0P 1W0

705 368 0845 email: [billindastrain@vianet.ca](mailto:billindastrain@vianet.ca)

## CLUB HISTORY & ACTIVITIES

- Established in 1966
- Hatchery began operation in 1986
- Constructed three rearing ponds
- Stocked several million fry since 1986
- Stock North Channel, Pike, Bass, Tobacco and Silver Lakes
- Achieved sanctuary status for the Bass Lake Stream in Sheguiandah in 2003
- Rehabilitated Bass Lake Stream for rainbow, salmon and walleye
- Constructed a fish ladder on Bass Lake Stream in 2006 at a cost of \$16,300.00
- Host annually starting 2006, a field trip for the grade 4 classes from Little Current, Assiginack, Central Manitoulin, Lakeview, Gore Bay, Wiky, and Birch Island Schools.
- Each student is given a fishing rod from the Club

Club is affiliated O.F.A.H.

Club membership is approximately 100

- 2020 constructed another spawning pool for salmon and rainbow at a cost of \$22,000.00

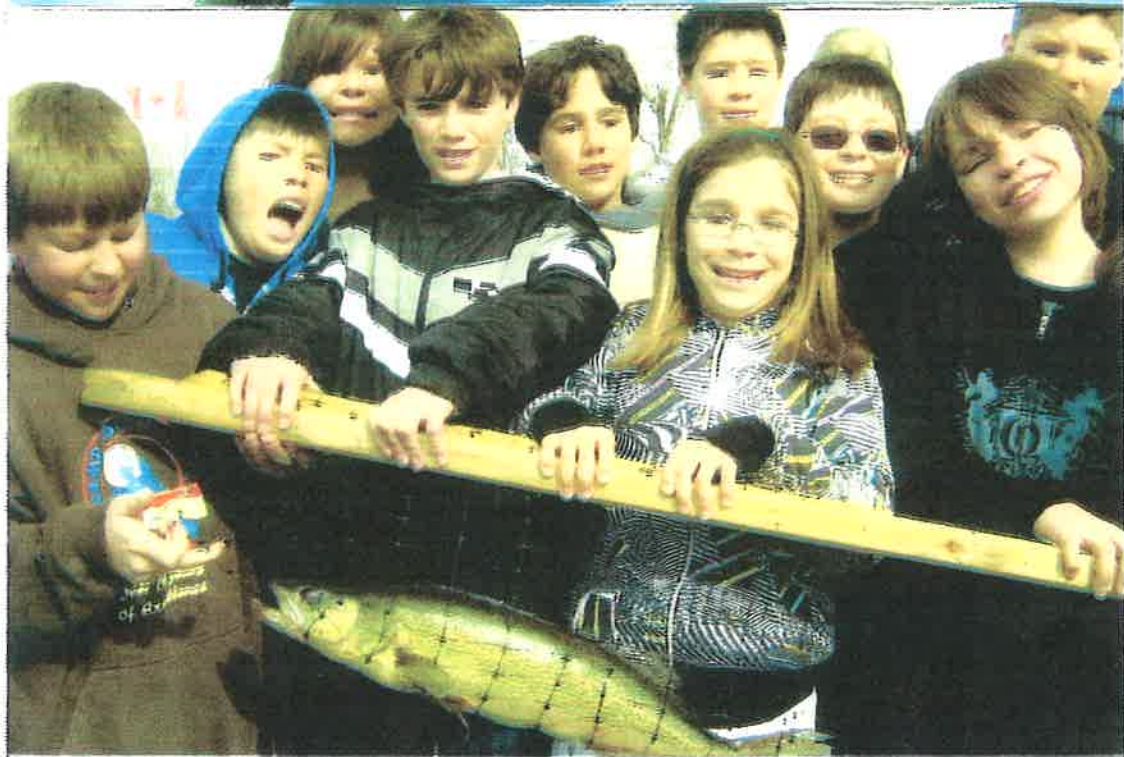
COLLECTING  
FINGERLINGS  
AT  
REARING  
PONDS



EDUCATIONAL  
PROGRAM,  
GRADE 4  
CLASSES.



8 SCHOOLS  
VISIT  
THE  
HATCHERY.



February 17, 2021

To NEMI Mayor & Council,

We would like to submit a request for assistance on behalf of the downtown businesses for the coming summer season. This past year has been an extremely difficult one for us as small business owners, and we have been struggling to keep operating our businesses through the restrictions, lockdowns, and safety protocols in place due to COVID-19. As we face another uncertain summer, we have several requests that we think would greatly benefit the town as a whole, and specifically the downtown businesses.

1. **Waiving Sidewalk Leasing Fees:** We are requesting the fee to lease the sidewalk in front of our storefronts (for bistro tables/sidewalk boards) be waived again this summer. This assistance was greatly appreciated last summer, and would help us out for this summer as well.
2. **Patio Outside The Anchor:** Denise would like to keep her Water St. and Worthington St. patios the same as last year. We hope she will be able to use the fencing from the cruise ships again, as the cruise ships are cancelled and the fencing won't be in use.
3. **Communal Outdoor Dining Area:** This past fall we had discussed several different options with Heidi and Dave, to allow for more outdoor dining downtown, as indoor dining will likely be restricted and/or not allowed this spring – fall. We were told that having small patios in front of our stores would be a safety concern as it would impede traffic, and were told that a communal outdoor dining space would be a better option.

The additional picnic tables the town put out last summer were very appreciated, and we are hoping that this summer the town would be able to expand on that and provide an appealing/designated outdoor dining area. We believe this would be a draw for the town as a whole, and would encourage visitors to spend more time downtown (which would result in them spending more money at downtown businesses).

**What we are proposing** is a structure in the cenotaph square with a trellis roof, white globe lights, and flowers/plants. We believe this would be inviting and encourage people to order take-out and spend time downtown eating their meals, drinking their coffee, etc.

We do not have any funds we could commit to this project, as we have just been trying to keep our businesses afloat this past year; however we are hoping the town might be willing to consider this as an economic development project that would benefit the entire town, and help the downtown businesses to make it through the summer. The town has Christmas lights that go up in the cenotaph square – perhaps those could be switched out to white bulbs that would make the space feel inviting on summer evenings? Perhaps the BIA could contribute to the lights/flowers as well. We are hoping



that town employees would be able to ensure the space is kept clean as part of their overall maintenance of downtown.

We are also hoping you will consider having a hand-washing station (same as last year) in the cenotaph square and other areas downtown, and would be willing to promote this safe outdoor dining space to encourage people to visit downtown.

We have included an image below to give you an idea of what we are proposing, as well as a link to globe lights that would work well on the structure.

**Proposed structure:**



**Outdoor globe lights we have used that would look nice on the structure (perhaps Rona would have something similar):**

[https://www.amazon.ca/gp/product/B073PWBMPJ/ref=ppx\\_yo\\_dt\\_b\\_search\\_asin\\_title?ie=UTF8&psc=1](https://www.amazon.ca/gp/product/B073PWBMPJ/ref=ppx_yo_dt_b_search_asin_title?ie=UTF8&psc=1)

Thank you for your consideration,

Denise Lytle  
The Anchor Inn

Aline Taillefer  
The Island Jar

Shannon Cranston  
LocoBeanz

## Dave Williamson

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**From:** rkindersley@georgianbay.ca  
**Sent:** February 15, 2021 11:06 AM  
**To:** Mayor; Dave Williamson  
**Cc:** John Woodrooffe  
**Subject:** Draft Proposal on GBA OP and Bylaw Review Project  
**Attachments:** Coastal Protection Advisory Committee mandate Feb 25, 2020.pdf; Coastal Protection Advisory Committee members feb 2021.pdf; Draft Proposal to NEMI on OP and CZB feb 15 2021.docx

Hi Alan and David,

Please find attached a draft proposal to Killarney regarding a coastal protection project that we are launching. I have also attached the committee mandate and a current list of committee members.

It might be best to have a chat about this, so that I can answer any questions and explain the project in more detail. Please note that we anticipate minimal staff time to assist in this project at this time.

I have drafted an application for FedNor funding for a GBA Intern, who would do almost all the work on this project, and discussions to date with FedNor have been positive.

Hope you are both keeping well and you and your families are safe and COVID free.

I look forward to hearing from you.

Many thanks

Best Regards

Rupert

*Rupert Kindersley*

Executive Director

(416) 985-7378

[rkindersley@georgianbay.ca](mailto:rkindersley@georgianbay.ca)



---

### Total Control Panel

[Login](#)

To: [dwilliamson@townofnemi.on.ca](mailto:dwilliamson@townofnemi.on.ca)

From: [rkindersley@georgianbay.ca](mailto:rkindersley@georgianbay.ca)

Message Score: 50

My Spam Blocking Level: Medium

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Medium (75): Pass

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*This message was delivered because the content filter score did not exceed your filter level.*

**COASTAL PROTECTION COMMITTEE****Members (from North to South):**

<b>Name</b>	<b>Background and relevant associations/area</b>	<b>Municipality</b>
<b>John Woodrooffe</b>	President of McGregor Bay Association, western part of the north coast, which also includes Bay of Islands Assoc. at the east end of the North Channel.	Northeastern Manitolin and the Islands (NEMI)
<b>Andrew Hurlbut</b>	GBA Director for Key River Area Association, residents on the east part of the north coast, which also includes Northern Georgian Bay Assoc.	Municipality of Killarney (Killarney)
<b>John Hartman</b>	Resident of Norgate Inlet, just south of Britt. Georgian Bay artist and individual member of GBA. Unorganized townships in the District of Parry Sound.	Harrison, Wallbridge, Henvey and Mowat
<b>Peter Frost</b>	Long-time Ward 2 (Bayfield-Nares) ToA Councillor and member of the Bayfield Nares Islanders Assoc. representing ToA. Chair of: ToA Planning Committee and Committee of Adjustments, and Area Planning Board (for area between ToA and Killarney).	ToA
<b>Cam Richardson</b>	Director of Point au Baril Islanders association (PaBIA) - residents in the northern part of the ToA, which also includes Bayfield Nares Islanders Assoc.	Township of the Archipelago (ToA) - north
<b>Pam Wing</b>	President of West Carling Association – residents in Carling Township, which also includes North Sound and Deep Bay Assoc.'s	Carling
<b>Eric Armour</b>	GBA Director and President of Sans Souci & Copperhead Association (SSCA) - residents in the southern part of ToA, which also includes South Channel, Woods Bay & Manitou Assoc.'s	ToA south
<b>Allan Hazelton</b>	TGB Councillor and Member of the Planning Committee. Previous long-time President of the Honey Harbour Association. Previous GBA director.	TGB
<b>Doug Carr</b>	Recent past GBA Director and Treasurer, long time member of both Honey Harbour (HH) and Cognashene Associations - residents in the Township of Georgian Bay (TGB) coastal communities, which also includes Twelve Mile, Wah Wah Taysee and Madawaska Club of Go Home Bay Assoc.'s	Township of Georgian Bay (TGB)
<b>Brett Berman</b>	Vice-President of Prisque Road Association – residents in the southern TGB coastal communities, particularly seasonal residents not engaged with HH, road associations, permanent residents and the business community	TGB south
<b>John Carson</b>	President of GBA, long time member of Wah Wah Taysee Association, located in the northern part of the TGB coastal communities	TGB north
<b>Rupert Kindersley</b>	Executive Director of GBA, long time member of SSCA, located in the northern part of SSCA close to Carling.	



February 25, 2020

## **Coastal Protection Advisory Committee Mandate**

### ***Mandate***

- Provide advice and guidance to the GBA board on GBA coastal protection projects and other coastal protection matters.
- Liaise with member associations and municipalities to seek input on GBA coastal protection projects and other coastal protection matters.

### ***Chair***

- The President will be the Chair of the Committee.

### ***Membership***

- Minimum of 8 members; maximum of 15
- Members: the President, Executive Director, and representatives from the Georgian Bay archipelago\* communities to be nominated by the Chair and approved by the Board. In addition, each of the municipalities in the region will be invited to appoint a representative to the Committee.
- Members are appointed for 1-year terms, renewable for the duration of the Committee.

### ***Meetings***

- Meetings held at the call of the Chair.
- To be held at least quarterly.

### ***Accountabilities***

- Strategy – Develop strategy for GBA coastal protection projects and other coastal protection matters, recommend policy positions and provide written reports for board consideration.
- Identify and draft for board approval key messages to be presented to stakeholders.
- Liaison – Each member to liaise with member associations, the relevant coastal municipalities and other stakeholders in the areas that they will represent.

- Feedback – Each member to provide feedback on recommendations, issues and concerns raised through the liaison process.
- Responses – Committee to provide direct responses to recommendations, issues and concerns raised through the liaison process, or refer such matters to the board, as appropriate.

### ***Authorities***

- The Committee Chair reports to the Board on behalf of the Committee. A report on the Committee's activities during the past month should be provided at each Board meeting.
- Proposals or matters that require a decision of the Board should be referred to the next Board meeting.
- Issues of strategy and GBA policy must be referred to the full Board for a decision.

### ***Record Keeping and Reporting***

- The Committee will report to the Board on its activities at each Board meeting.
- Minutes will be taken of all Committee meetings and distributed to the Committee members for review within 1 week of meetings.
- All relevant documentation and external correspondence of the Committee will be added to the centralized document database when finalized.

*\* Georgian Bay Archipelago shall mean the archipelago of islands that extends from the south end of the east coast of Georgian Bay across the north coast and into the east end of the North Channel – Bay of Islands.*



## **Proposal to Town of North East Manitoulin and Islands (NEMI)**

### **Topic: Municipal Official Plans & Comprehensive Zoning By-laws Comparison**

#### **Background**

Following discussions in 2019 on how the coastal Georgian Bay communities on the east coast might address their shared objective of protecting the natural landscape and environment along the coast, the Georgian Bay Association (GBA) decided that it would be beneficial to develop certain “Coastal Protection” projects that involve collaboration with municipalities. One of these concerns comparing Municipal Strategic Plans, Official Plans and Comprehensive Zoning By-laws.

The coastal municipalities are:

- Town of North East Manitoulin and Islands (NEMI)
- Municipality of Killarney
- Township of the Archipelago
- Township of Carling
- Township of Georgian Bay

#### **Purpose**

**The purpose of this initiative is to establish base data on the current status and main features of each municipality’s Strategic Plan, Official Plan (OP) and Comprehensive Zoning By-laws (CZB), compare them and then share information on the results with the partners in the project.** The focus will be on the OP policies, and CZB regulations that apply to the coastal area of the municipalities. We expect that this exercise will surface both commonalities and key differences in the planning policies and regulations, which can be analyzed to identify core principles, and how the policies and regulations might be made more consistent, if appropriate for various municipalities. After the findings are shared, the partners could discuss potential sound or best practice approaches.

The goal will be to focus on the more significant planning issues rather than drilling down into the fine details, in particular developing data on planning and land use policies and regulations to improve preservation and protection of the east and north coasts of Georgian Bay.

This will primarily be a research project aimed at gathering knowledge and then sharing key insights and important information. Key to the project’s success will be establishing and maintaining good communications among the partners in the project, including GBA and participating municipalities.

## Benefits

The key benefits to the project partners and residents will be:

- Identify the main commonalities and differences in the content of OPs and CZBs, for the information and consideration of municipal planning departments and Councils.
- Develop a basis for discussion of potential ways to develop more consistent planning and land use policies and regulations throughout the coast, including identifying and sharing information on sound procedures and best practices.
- Serve as a platform for potential future discussion and information sharing among municipalities.
- Develop communications material for residents and GBA members to better inform them on the policies and regulatory requirements in their municipalities.

The partners may think of more benefits or uses for the results as the project unfolds.

## Action Steps

GBA suggests that the project commence with a review of the official plans, followed by a review of the key zoning by-law regulations. At this point we suggest that the main steps would be:

1. Assemble copies of the current Strategic Plan (if any) OPs and CZBs.
2. Develop a list of significant planning policies and regulations that should be compared.
3. Put together a comparison chart that clearly identifies commonalities and differences.
4. Determine which differences are significant and which are less important from a planning and coastal protection standpoint.
5. Carry out further research on the significant differences to determine how the policies and regulations might be made more consistent, and to identify potential best practices.
6. Communicate the findings to all municipalities.

The goal could be to complete these steps by the end of 2021, but the timeline should be adjusted as appropriate as the project proceeds, or if requested by municipalities, particularly given the current impact of COVID-19 on the availability of municipal staff.

## Requested Assistance from Municipalities

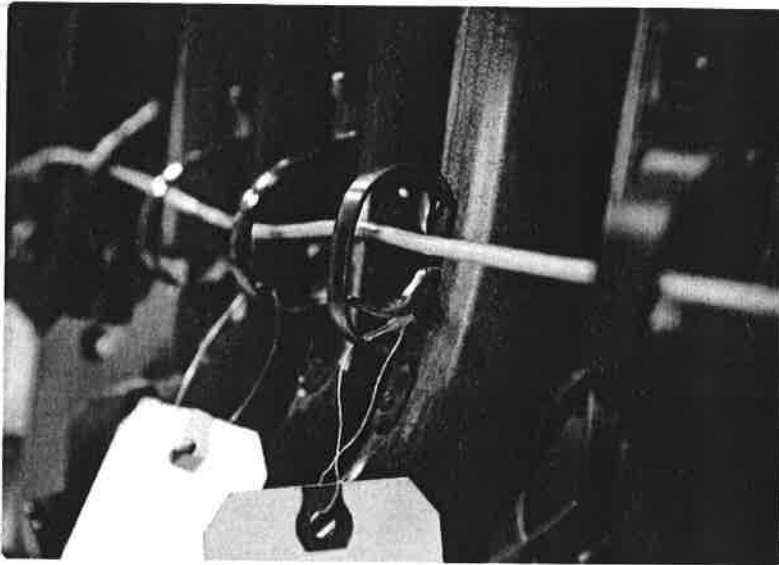
- Provide a staff resource to work with GBA and other municipalities to pursue the above action points, including participating in discussions on items 4 and 5.
- GBA would welcome receiving input and ideas from Municipal Councils and planning departments to help guide this project as it proceeds.
- We also request that each municipality consider appointing a representative to the GBA Coastal Protection Committee. The mandate of the Committee is attached. We will follow up to provide details of what is involved.

## Costs

GBA has established that funding is available for most of the costs of employing an intern to carry out the majority of the initial work required for this project. Therefore, it is anticipated that **only some minor staff time will be required from municipalities** at this time. We will review requirements as this project proceeds.

# Trudeau government would allow municipalities to ban handguns under new bill

Tue., February 16, 2021, 10:48 a.m. · 1 min read



OTTAWA — Newly tabled gun legislation would allow municipalities to ban handguns through bylaws restricting their possession, storage and transportation. Prime Minister Justin Trudeau says today the measures will be backed up with serious penalties to enforce these bylaws, including jail time for people who violate municipal rules.

Many gun-control advocates have pressed for a national handgun ban, warning that leaving it up to municipalities would create an ineffective patchwork of regulations.

As expected, the long-promised bill also proposes a buyback of a wide array of recently banned firearms the government considers assault-style weapons.



6020 Highway 542 - P.O. Box 187 Mindemoya, ON P0P 1S0  
T: 705-377-5726 E: centralecdev@amtelecom.net

February 9, 2021

Town of Northeastern Manitoulin and the Islands  
14 Water Street East  
P.O. Box 608  
Little Current, ON  
P0P 1K0

Via email: Heidi Ferguson - Economic Development Officer [hferguson@townofnemi.on.ca](mailto:hferguson@townofnemi.on.ca)

**Re: Manitoulin-La Cloche Tourism Adaptation Strategy Partner Funding Request**

Dear Mayor and Council:

The Manitoulin-La Cloche area experienced a challenging tourism season in 2020 as it worked to adapt to both pandemic safety protocols as well as significant growth in tourism visitation.

Communities and businesses, primarily through the members of the Manitoulin-La Cloche Economic Development Officer (EDO) Network, expressed a need for more expertise in how to adapt their attractions, amenities, and signage to this growth. Amenities in this study are defined as infrastructure serving tourists travelling individually whether by vehicle, or in particular RV, including items such as bathrooms, pump outs, parking, accommodations, and directional signage. A steering committee was then created from seven members of the Manitoulin-La Cloche EDO Network to further develop this strategy.

The goal of the strategy is to gain expertise on how to adapt to sudden tourism growth in the region, in a COVID-safe manner, and reduce conflicts and negative impacts of this growth on communities, residents and the environment. The strategy will have a study produced that further identifies gaps in our tourism operation capacity with solutions usable by all Manitoulin-La Cloche. The study will be a toolbox for a signage strategy, tourism recommendations and best practices specific to this region. The second part of the strategy would be implementation of immediate 2021 signage at key tourism attractions and for communities that commit a financial contribution outlined below. The proposed signage strategy's outcome is to be determined from the study however, based on other known undertakings by our partner Destination Northern Ontario it will most likely be the same design with an interchangeable community identity marker on it. Bi/multi-lingual or ideally with icon images that are more universal in message conveyance and inclusive of all languages living in and visiting the area without having cluttered

signage. The type of signage studied and funded would also likely be the urban directional and destination markers to find the attraction shown in Figure 1 on page 3. Then down to the next level of wayfinding or information of amenities within the attraction. Examples such as washroom and parking, parking lot identification, trail markers as an example and information kiosks shown in Figure 2 on page 3. See Appendix A on page 3 and 4 for a more detailed strategy description from the Phase 1 FedNor application.

A funding application for a strategy with consulting fees for a study and report at \$80,000.00 and signage at \$40,000.00 for a total of \$120,000.00 was made to FedNor for \$54,000.00 (45%) with Destination Northern Ontario to partner and contribute \$54,000.00 (45%) once their 2021 budget is announced in April. The remaining \$12,000.00 (10%) would be contributions from committed Municipalities and First Nations. At this time based on our 2020 survey there are 10 communities interested in leveraging this funding, which would be a commitment of \$1200.00 per community. The timeline for completion of the strategy final study report and the signage component implementation is June 2021.

FedNor has approved the project to Phase 2 of the application process. Central Manitoulin is the lead applicant through the steering committee, and we would like to request the commitment of \$1200.00 from your partner community for this strategy. Your community's investment would help to leverage funds for a Tourism Adaptation Strategy study final report usable by all of Manitoulin-La Cloche and also give your community access to minimum \$2000 in signage with the remainder going to 2021 signage for a tourism hot spots in immediate need as identified by the study. If a community has an existing signage strategy, they would be permitted to use the funding to complete signage using their pre-existing design instead of the Tourism Adaptation Strategy design.

The letter will be sent to 10 partner communities that indicated a high level of interest in contributing to this strategy:

1. Town of Gore Bay	6. Wiikwemkoong First Nation
2. Municipality of Killarney	7. Assiginack Township
3. Township of Billings	8. Municipality of Central Manitoulin
4. Town of Northeastern Manitoulin and the Islands	9. Township of Tehkummah
5. Sheshegwaning First Nation	10. Township of Sables-Spanish Rivers

Thank you for your time and consideration. We look forward to working together with all communities to move Manitoulin-La Cloche forward in a safe and prosperous fashion.

Sincerely,



Marcus Mohr  
Community Development/Outreach Coordinator  
Municipality of Central Manitoulin

Figure 1

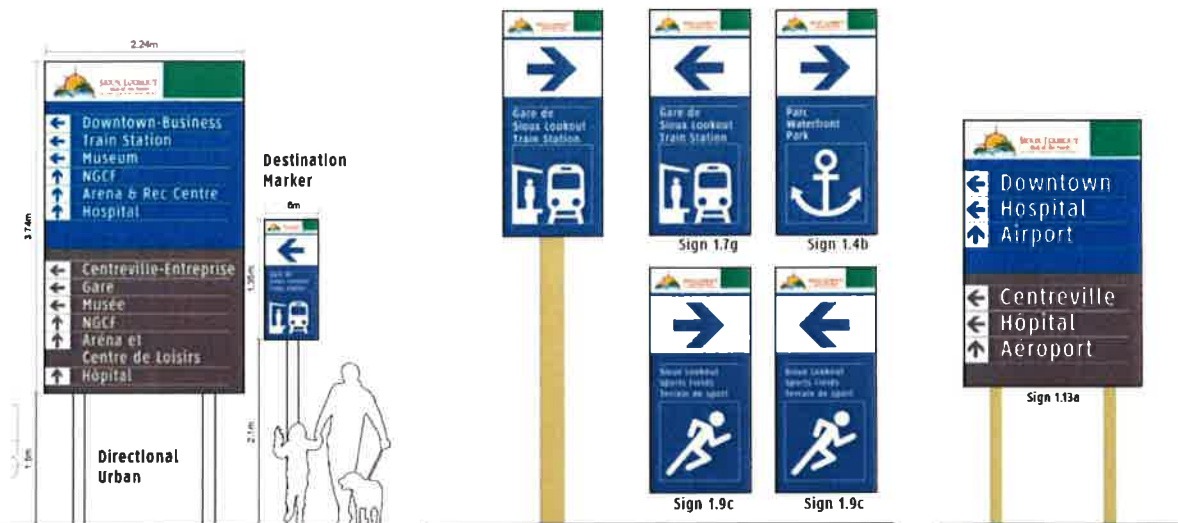


Figure 2



## Appendix A

### Manitoulin - La Cloche Tourism Adaptation Strategy from Phase 1 FedNor Application Goal:

The goal of the strategy is to gain expertise on how to adapt to sudden tourism growth in the region, in a COVID-safe manner, and reduce conflicts and negative impacts of this growth on communities, residents and the environment.

### Background:

The Manitoulin-La Cloche area experienced a challenging tourism season in 2020 as it worked to adapt to both pandemic safety protocols as well as significant growth in tourism visitation. Communities and businesses, primarily through the members of the Manitoulin-La Cloche Economic Development Officer Network, expressed a need for more expertise in how to adapt



their attractions, amenities, and signage to this growth. Amenities in this study are defined as infrastructure serving tourists travelling individually whether by vehicle, or in particular RV, including items such as bathrooms, pump outs, parking, accommodations, and directional signage.

The study aims to provide the necessary expertise to successfully adapt to these changes, identify new opportunities from tourism growth, as well as immediately implement some first steps that will have an impact in 2021. It appears that 2021 will be as busy again based on the level of bookings some businesses are reporting already and experts appear to be saying that distancing protocols will continue. Medium-term tourism growth is expected to continue post-COVID, with the awareness of the area as tourism destinations for Southern Ontario.

**Scope:**

Professional consultants from Ontario would be engaged to work with information and input provided by local partners to:

- a) advise on adapting key individual or types of attractions that have growth and COVID safety challenges (“hotspots” ex. Bridal Veil Falls and/or trails in general), as identified by community partners
- b) plan how to improve directional or wayfinding information for tourists to necessary amenities, both digitally and through signage
- c) identify missing amenities across the region and the best ways to develop them (sometimes in partnership with private businesses)
- d) based on the above, outline strategies to address gaps in wayfinding and amenities, particularly those involving business opportunities

**Implementation:**

- a) To better direct tourists to available amenities, and promote COVID safety protocols at popular attractions, purchase and install common signage at key attractions and amenities in partner communities.

**Measurable Economic Benefits:**

Local businesses, Municipalities and First Nations will be better able to direct tourists to available amenities and promote COVID safety protocols at popular attractions without conflict or negative impacts to tourism, one of the areas main economic drivers.

The measurable economic benefits of an area partnership will be an organized effort to improve quality of place and end user experience, allowing visitors to stay longer, return more often and contribute more to the local economy. Additionally, it will allow all local amenity operators to focus their attention on improved service and ultimately reduce operating costs that come from the current operating procedures when amenities are not used properly or to their full potential or capacity. As examples, there will be less calls for information which ties up staff, less cleanup of illegal dumping, less crowding which will allow people to adhere to COVID protocols.

The project is anticipated to benefit 8 Municipalities, 2 First Nations and 1 Destination Marketing Organization with improved capacity to respond to these economic challenges. The strategy created will give these communities expert advice on how to proceed in the future regarding tourism, guiding tourists and visitors to and through attractions during COVID-19 and beyond.

February 16, 2021

FEB 17 2021

To- MPAC

1340 Pickering Parkway, Suite 101  
Pickering, Ontario L1V 0C4

From- Carol Sheppard  
66 Albert Street  
Mindemoya, On P0P1S0

Re: Property Bidwell Con 4 Lot 25  
North Eastern Manitoulin & Islands  
Manitoulin Island, Ontario


There is a small cement block building on this property. Construction commenced in 1928 by volunteers and completed in 1929 for church services. It continued to serve the spiritual needs of the community until 1945. At that time it was forced to close due to lack of volunteers. The hall was started up again in 1963 with the help of volunteers from the community.

From 1939 to 2019, there have been funerals, weddings, anniversary gatherings, weekly senior euchre parties, and monthly dinners.

Due to the fact of aging volunteers, the cost of insurance, taxes, maintenance and now covid, my concern is that we will be forced into closing this building for good. Unfortunately the building would deteriorate.

The Manitoulin Island has a small population of 12,000. My plea to MPAC is to consider exempting these small community halls from land tax. Looking forward to hearing from you.

Sincerely,

  
Carol Sheppard – President  
Merwyn Sheppard – Treasure/Sec  
Kim Mann- Director  
Marjorie Collie- Director  
Bryan Parkinson- Director

Pc: NEMI Council

**Ministry of  
Transportation**

Office of the Minister

777 Bay Street, 5<sup>th</sup> Floor  
Toronto ON M7A 1Z8  
416 327-9200  
[www.ontario.ca/transportation](http://www.ontario.ca/transportation)

**Ministère des  
Transports**

Bureau de la ministre

777, rue Bay, 5<sup>e</sup> étage  
Toronto ON M7A 1Z8  
416 327-9200  
[www.ontario.ca/transport](http://www.ontario.ca/transport)



107-2021-42

Ogimaa Duke Peltier  
Wiikwemkoong Unceded Territory  
[dukepeltier@wiikwemkoong.ca](mailto:dukepeltier@wiikwemkoong.ca)

Dear Ogimaa Peltier:

Thank you for your letter regarding road conditions on Highway 6. I appreciate the opportunity to respond.

The Ministry of Transportation (MTO) is committed to keeping Ontario's highways as safe as possible during winter weather conditions. Significant efforts are made in order to make Ontario's 16,900 kilometres of highways safe and to provide efficient winter maintenance services for the public. The ministry continually reviews standards, new technology, equipment and materials to improve its practices. All these efforts contribute to Ontario's record of having among the safest roads in North America.

Ministry contractors continually monitor weather and road conditions to prepare and respond to winter storm events efficiently and are required to meet certain standards and contract requirements. MTO monitors and audits contractors' operations to ensure that they have responded within the first 30 minutes of the start of a storm, commenced plowing operations when two centimetres of snow has accumulated, used appropriate equipment and restored roads to the bare pavement standard.

Highway 6 on Manitoulin Island, from Little Current to South Baymouth, is maintained at a Minor Highway level of service. The maintenance contract for this section of Highway 6 requires the contractor to continually service the highway during a winter event and to achieve centre bare pavement within 24 hours following the end of the winter event and fully bare pavement when weather conditions permit. Winter maintenance service levels are established based primarily on traffic volumes with consideration also being given to local conditions and to ensuring consistent driver expectations.

Winter operations including plowing, salting and sanding continue throughout the winter events until centre bare pavement is achieved. Salt is generally applied to the road surface at temperatures up to -12 C. Below that temperature, salt is less effective and sand is applied to the road surface to provide traction until weather conditions permit the application of salt to melt the snow and ice from the pavement. There are certain conditions where sand may be applied even though temperatures are warmer than -12 C, such as blowing and drifting snow.

Drivers are reminded to give themselves extra time when travelling in the winter to reach their destinations safely, and if the weather is bad, to postpone their trip until conditions improve. 511.on.ca and the free Ontario 511 app are useful tools for viewing road conditions on over 600 highway cameras or as reported by our field staff, as well as forecasted driving conditions, road closures, and radar imaging from Environment Canada.

Ministry staff would also be happy to meet with you to further review ministry highway maintenance operations in the area. Please feel free to contact Herb Villneff, Director Northeast Operations, at 705-497-5500 or at [herb.villneff@ontario.ca](mailto:herb.villneff@ontario.ca) to discuss this further and set up a meeting.

Thank you again for bringing this matter to my attention.

Sincerely,

A handwritten signature in black ink, reading "Caroline Mulroney". The signature is fluid and cursive, with the first name "Caroline" written in a larger, more prominent script than the last name "Mulroney".

Caroline Mulroney  
Minister of Transportation

- c. Alan MacNevin, Mayor, Town of Northeastern Manitoulin and the Islands
- Dave Ham, Mayor, Assigniack Township
- Michael Mantha, MPP, Algoma-Manitoulin

# The Corporation of the Town of Northeastern Manitoulin and the Islands

## 2020 Management Review Minutes

Review Period:

Oct 1, 2019 – July 31, 2020



## Drinking Water Quality Management System

**Meeting Date:** September 30, 2020

**Attendance:** Keith Stringer – OCWA Operations Management, Natalie Wagar – OCWA PCT,

**Minutes of Review** Jeff St.Pierre – Regional Manager, Allyson Kirk – Safety, Process and Compliance Manager,  
**Provided to:** Natalie Wagar – QEMS Rep & PCT, Sarah Beaulieu – QEMS Rep & PCT, Keith Stringer - Sr.  
Operations Manager, Jeff Tuerk – Facility Operator, Dave Williamson – Town of NEMI, Pam  
Cress – Town of NEMI

**\*\*** All reference to MOE, MOECC or MECP means Ministry of the Environment, Conservation and Parks

### Facility Highlights:

- Third party offsite audits took place March 4, 2020.
- Internal audits took place September 28, 2020.
- Sheguiandah had 2 reportable non compliances , 1 AWQI and received a rating of 100% at the last inspection
- Little Current had 0 reportable non compliances, 0 AWQI and received a rating of 96.81% at the last inspection
- Lead levels are below the Ontario standard for both facilities
- Membranes are nearing their end of life in Little Current
- Treated aluminum residuals are now maintained below Ontario's aesthetic objectives
- Through the Management Review, 2 action items were created.

## List of Action Items Created Through the Management Review Process

Action Items Resulting from Review			
Root Location of Action Within Minutes	Action Item	Personnel Responsible	Proposed Timeline
Raw Water Supply and Drinking Water Quality Trends	LC - Raw turbidity values seem to be maxing out at 2.99 NTU. The operator will verify if the analyzer probe measures beyond that value.	Facility operator	Dec 31, 2020
Internal and Third Party Audits	LC – The monthly Cl2 and turbidity analyzer work orders will be separated into individual work orders with 1 asset per work order.	Maximo Primary	April 30, 2021

## Incidents of Regulatory Non-Compliance

Non compliances are reported to the local MOE inspector or can be identified within an inspection report.

### Little Current

- No non-compliances were reported to the MECP during the review period
- The latest inspection, completed on Oct 2, 2019, listed 1 non compliance relating to PTTW exceedance

### Sheguiandah

- 2 non compliances were reported to the MECP in relation to missed regulatory bacteriological samples.
  - A hard copy sampling plan has been provided to the operational staff
- The facility had 0 non compliances identified during the latest MECP inspection which took place on July 28, 2020

## Incidents of Adverse Drinking Water Tests

The drinking water regulation identifies particular indicators of Adverse Water Quality Incidents (AWQI) which must be reported to the MOE and the MOH.

### Little Current

- There were no AWQIs filed for this facility

### Sheguiandah

- A loss of data was reported as an AWQI.

## Deviations from Critical Control Point (CCP) Limits

Critical Control Points (CCP) are established through the Risk Assessment exercise and are monitored through the SCADA and Wonderware systems.

### Little Current

- There were no outstanding issues relating to CCPs

### Sheguiandah

- There were no outstanding issues relating to CCPs

## Operational Performance

Performance is evaluated by reviewing the MOE's latest inspection rating as well as the programs put in place by the Operating Authority.

### Little Current

- A grade of 16/502 was given to the facility by the MECP inspector during the latest inspection providing a score of 96.81%

### Sheguiandah

- A grade of 0/513 was given to the facility by the MECP inspector during the latest inspection providing a score of 100%.

## 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.

### Little Current

- Raw turbidity values seem to be maxing out at 2.99 NTU. The operator will verify if the analyzer probe measures beyond that value. **(Action Item)**
- THM and HAA values are trending higher although numbers are still well below the limit

### Sheguiandah

- Treated water aluminum residuals are remaining lower than in previous years. The facility operator has been working on coagulant dosages to address the problem
- There does not seem to be any indication of raw water degradation
- Lead levels are historically low

## Consumer Feedback

Community complaints are reported to the Operating Authority, either directly from consumers or through the Municipal office.

**Little Current** – A single complaint was received due to stagnant water in the pipes.

**Sheguiandah** – No consumer complaints were received by the Operating Authority



## Internal and Third Party Audits

Internal audits are undertaken by the Operating Authority while external audit are performed by a third party. Any opportunities for improvement (OFI) listed within the reports are either implemented as preventive actions or are discarded as not being required.

- The off-site (surveillance) external audit was completed on March 4, 2020
  - A total of 0 NCs and 2 OFIs were found by the auditor
- The internal audit was completed on September 28, 2020
  - A total of 1 NCs and 1 OFI were found by the auditor
  - LC – The monthly Cl<sub>2</sub> and turbidity analyzer work orders will be separated into individual work orders with 1 asset per work order. (*Action Item*)

## Consideration of Applicable Best Management Practices

Best management practices found on the facility's latest inspection report, published by the Ministry of the Environment or found through other means are reviewed at least every 36 months.

## Little Current

- There are no issues with how raw water is metered at the facility. A new meter is not recommended.
- There are no immediate plans to expand the storage area
- The membrane filtration units were last changed in 2010 and normally have a lifespan of ~10 years.
  - Operational staff is working to extend the life of the membranes for as long as possible.

## Sheguiandah

- UV replacement parts have been purchased and are onsite. The system will not be removed.

## The Risk Assessment Process

Hazardous events are identified and control measures established for each. Risk assessments are required to be verified annually and re-assessed for the system every 36 months.

- The risk assessment process was reviewed and deemed to be adequate

## Emergency Response Testing

OCWA maintains 6 mandatory contingency plans which cover the majority of possible emergency situations. Each contingency must be tested annually and each must be reviewed every 5 years.

- The contingency for Critical Shortage of Staff was tested throughout the 2020 year, based on the current ongoing pandemic.
- Paperwork will be completed by end of 2020

## Action Items from Previous Management Reviews

Action items are initiated when deficiencies are found within the Quality Management System. Previous management review records are inspected on a continual basis.

- The membrane validation for LC has not been received.
  - Manufacturers are having a hard time understanding what is being sought and other documents are being provided in lieu of. This action is ongoing.

## Status of Other Actions Items Identified Between Reviews

Action items are sometimes initiated in response to other audits or incidents.

- There were no action items identified between reviews

## Changes That Could Affect the Quality Management System

This discussion is held to examine any changes which have occurred within the Organization, the Municipality or the Quality Management System.

- The pandemic has changed and will continue to affect how onsite audits are conducted. Additional safety measures are required when going onsite.

## 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.

- No additional resources are required at this time

## 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.

## Little Current

- Swabbing will be taking place in the distribution in October
- Infrastructure reviews will be tracked solely through the use of the capital letter that will be maintained by management

## Sheluiandah

- No infrastructure work was completed
- Infrastructure reviews will be tracked solely through the use of the capital letter that will be maintained by management

## **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.

- No major updates have taken place

## **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.

- There were no staff suggestions

## **Next Management Review Meetings**

- Scheduled for October 2021