

**AGENDA**  
**A meeting of the Council of the Corporation**  
**of the Town of Northeastern Manitoulin and the Islands**  
**to be held on Thursday, April 20<sup>th</sup>, 2023**

- 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 2023-11
- 5. Old Business**
  - i. By-law 2023-09 Water and Wastewater Rates
  - ii. By-law 2023-10 Building Department Rates
- 6. Manager Reports**
  - i. Public Works – Manager Wayne Williamson
  - ii. Community Services – Manager Reid Taylor
  - iii. Building Department
- 7. New Business**
  - i. Snowplow Tender results
  - ii. MSS Robotics Team - Request for donation
  - iii. Little Current Public Library request for building placement
- 8. Minutes and Other Reports**
  - i. McLeans Mountain Funding
  - ii. Manitoulin Centennial Manor minutes – February 16, 2023
  - iii. Rainbow District Animal Control - 2022
- 9. Adjournment**

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

**BY-LAW NO. 2023-11**

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 November 15<sup>th</sup>, 2022 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 November 15<sup>th</sup>, 2022 and held on:

April 4, 2023

April 6, 2023

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  
20th day of April, 2023.

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Al MacNevin

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Mayor

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Pam Myers

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Clerk

**The Corporation of the Town of Northeastern Manitoulin and the Islands**  
**Minutes of a Special Meeting of Council meeting held Tuesday, April 4, 2023**

**PRESENT:** Mayor Al MacNevin, Councillors: Patti Aelick, Al Boyd, Laurie Cook, Mike Erskine, William Koehler, Dawn Orr, George Williamson, and Bruce Wood.

**STAFF PRESENT:** David Williamson, CAO  
Pam Myers, Clerk

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

Disclosure of pecuniary interest and the general nature thereof – none.

Resolution No. 65-04-2023

Moved by: W. Koehler

Seconded by: B. Wood

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

Carried

Resolution No. 66-04-2023

Moved by: W. Koehler

Seconded by: G. Williamson

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 2023-08, being a by-law to adopt the minutes of Council for the term commencing November 15<sup>th</sup>, 2022 and authorizing the taking of any action therein and hereby.

Carried

Resolution No. 67-04-2023

Moved by: M. Erskine

Seconded by: D. Orr

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands accepts the tender as submitted by The Grass is Greener in the amount of \$78 136.00 including HST for the period of 2023 to the end of 2026 season for cemetery grass cutting.

Carried

Resolution No. 68-04-2023

Moved by: W. Koehler

Seconded by: L. Cook

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands accepts the tender as submitted by 2451026 Ontario Inc. in the amount of \$45 000 for the period of 2023 to the end of the 2026 season for cemetery opening and closing requirements.

Carried

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

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Resolution No. 69-04-2023

Moved by: D. Orr

Seconded by: G. Williamson

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands accepts the tender as submitted by The Grass is Greener in the amount of \$80 112.00 including HST for the period of 2023 to the end of the 2026 season for rural parks grass cutting.

Carried

Resolution No. 70-04-2023

Moved by: A. Boyd

Seconded by: W. Koehler

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands accepts the Little Current Lagoon Annual Operation Report for 2022.

Carried

Resolution No. 71-04-2023

Moved by: B. Wood

Seconded by: P. Aelick

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands accepts the Ministry of Environment Annual Inspection Report for 2022 for the Little Current Drinking Water System.

Carried

Resolution No. 72-04-2023

Moved by: D. Orr

Seconded by: A. Boyd

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands approves up to 6 Slow Moving Vehicle signs being installed at locations determined by the Manager of Public Works under the OFA program.

Carried

Resolution No. 73-04-2023

Moved by: M. Erskine

Seconded by: B. Wood

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands proceeds In Camera in order to address a matter pertaining to personal matters about an identifiable individual, including municipal or local employees.

Carried

Resolution No. 74-04-2023

Moved by: D. Orr

Seconded by: M. Williamson

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands does now adjourn at 8:12 p.m.

Carried

**The Corporation of the Town of Northeastern Manitoulin and the Islands**  
**Minutes of a Regular Council meeting held Thursday, April 6, 2023**

**PRESENT:** Mayor Al MacNevin, Councillors: Patti Aelick, Al Boyd, Laurie Cook, Mike Erskine, William Koehler, Dawn Orr, George Williamson, and Bruce Wood.

**STAFF PRESENT:** David Williamson, CAO  
Pam Myers, Clerk  
Sheryl Wilkin, Treasurer

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

Disclosure of pecuniary interest and the general nature thereof

Resolution No. 75-04-2023

Moved by: M. Erskine

Seconded by: P. Aelick

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

Carried

Ted Smider and Keith Stringer of OCWA gave a presentation and overview of what their company provides us for service.

Resolution No. 76-04-2023

Moved by: M. Erskine

Seconded by: W. Koehler

BE IT RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands approves the financial reports as presented.

Carried

Resolution No. 77-04-2023

Moved by: M. Erskine

Seconded by: P. Aelick

BE IT RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands authorizes the Mayor and CAO to enter into an agreement with the United Way in the amount of \$20 000 for a Youth After School Program.

Carried

Resolution No. 62-03-2023

Moved by: B. Wood

Seconded by: A. Boyd

BE IT RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands does now adjourn at 7:45 pm.

Carried

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Al MacNevin, Mayor

Pam Myers, Clerk

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

**BY-LAW No. 2023-09**

**Being a by-law to establish a Policy for  
Water and Wastewater Rates and Charges**

WHEREAS the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands deems it desirable to establish a policy for water and wastewater rates and charges;

AND WHEREAS existing rates and charges will be changed by this by-law;

AND WHEREAS notice of the said public meeting was given in accordance with By-Law No. 2003-24 being a by-law to establish procedures for giving notice;

NOW THEREFORE the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands ENACTS as follows:

The following policies are adopted by the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands as the Water and Wastewater Policy:

1. The Town shall fully recover water and wastewater costs through water and wastewater rates, from those ratepayers who benefit from those services, being Ward 2, part of Ward 3 (South of Town limits on Hwy 6 to the Hydro One station and West of Town limits on Hwy 540 to the Boosneck Road) and part of Ward 4 (Hamlet of Sheguiandah).
2. Net water costs shall be financed by both a fixed charge and a variable consumption rate and net wastewater costs shall be recovered through a wastewater rate stated as a percentage of the water rate.
3. A sustainable capital assets management program shall be implemented to finance the ongoing cost of maintaining the Town's water and wastewater infrastructure system.
4. Effective on January 1<sup>st</sup> in each year or as soon as practically possible thereafter, Management shall establish the rates for water and wastewater for the calendar year based on the proposed net budget for the year inclusive, but not limited to, inflation adjustments and increases in sustainable capital asset management as provided in this by-law as well as changes in consumption levels. Management shall advise Council of these new rates and the rates set out in this by-law shall be amended.
5. Any net surplus generated from water services in any year shall be contributed to the existing Water Capital Reserve Fund and any deficiency in any year shall be funded from the same reserve fund. Any net surplus generated from wastewater services in any year shall be contributed to the existing Wastewater Capital Reserve Fund, and any deficiency in any year shall be funded from the same reserve fund.
6. No monthly fixed charge for water or wastewater shall be levied on the owner of vacant land.

**Hydrants**

1. Only municipal firefighters or water works staff may operate fire hydrants.
2. Anyone using a hydrant illegally may be subject to prosecution and fine.

### **Cross Connection/Backflow Prevention**

Ratepayers within those areas identified in Section 1 of this by-law shall connect to municipal water services. Other water connections i.e. private well etc. are not permitted.

All residential, industrial and commercial dwellings shall be equipped with a backflow prevention device to prevent potential contamination of the municipal water system.

### **Rates and Charges for Water**

The rates and charges are hereby fixed on the owner of each separately assessed parcel of land which is connected to a water main and on which one or more buildings or structures are situated. The rates and charges are as follows:

1. A base rate of \$ 130.31 per quarter on a consumption rate of up to 45 cubic meters will be charged in Ward 2 and Ward 3. Cost of water consumed above 45 cubic meters will be added to the base rate \$ 130.31 at a rate of \$ 1.58 per cubic meter, as indicated by meter readings.
2. Where the water supply has been turned off at a Ward 2 or Ward 3 owner's request and expense, a quarterly fixed flat rate charge shall apply in the amount of \$ 130.31 quarterly.
3. A base rate of \$ 386.00 per quarter on a consumption rate of up to 45 cubic meters will be charged Ward 4. Cost of water consumed above 45 cubic meters will be added to the base rate \$ 386.00 at a rate of \$ 4.37 per cubic meter as indicated by meter readings.
4. Where the water supply has been turned off at a Ward 4 owner's request and expense, a quarterly fixed flat rate charge shall apply in the amount of \$ 386.00 quarterly.
5. Where the Town turns the water supply on or off to a particular property because of non-payment or at the owner's request, the following additional charges shall apply for each shut-off or turn-on:
  - a) during regular business hours \$80.00.
  - b) after regular business hours, or on holidays or weekends \$200.00.
6. A water meter shall be connected to the Town's water supply and affixed to all buildings constructed after the date of passage of this by-law. The owner shall be responsible for obtaining a (digital) water meter from the Town and have it installed by a qualified plumber. All costs of the meter and the installation thereof shall be the responsibility of the owner. No dwelling shall be supplied with Town water until a meter is installed.
7. The homeowner is responsible to ensure the water meter and the wall mount receptacle is working properly at all times. Where a water meter or wall mount receptacle is not functioning an additional charge equal to the base rate will be applied to each quarterly billing, after one quarterly notification period and will be the responsibility of the homeowner to have repaired.

**Wastewater Rates and Charges – Ward 2**

The rates and charges set out in this by-law are hereby fixed on the owner of each separately assessed parcel of land which is connected to a sewer main and on which one or more buildings or structures are situated. Such rates and charges are in addition to the rates and charges for water. The rates and charges are as follows:

1. A wastewater rate is hereby levied on all property owners in Ward 2 and whose land is connected to both a water main and a sewer main, in the additional amount of 100% of the total of all water charges.

**Metered Rate Adjustments**

Adjustments may be made on metered water consumption or wastewater charges with the joint approval of the CAO and the Manager of Public Works for the Town after proper investigation of the circumstances.

The unpaid balance of water and wastewater accounts shall bear interest at the rate of 1.25% per month, calculated from the date the account balance becomes overdue. Overdue accounts above \$400 may result in the disconnection of the service or having the water account transferred to the property account.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 20th DAY OF April , 2023.

\_\_\_\_\_  
Al MacNevin Mayor

\_\_\_\_\_  
Pam Myers Clerk



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

**By-Law 2023-10**

**Rescind 2012-15 and 98-20**

Being a by-law of the Town of Northeastern Manitoulin  
and the Islands respecting construction, demolition,  
change of use permits, inspections and fees.

WHEREAS Section 7 8 of the Building Code Act, 1992 authorizes a municipal council to pass certain by-laws respecting construction, demolition, change of use permits, inspection and for charging certain fees therefor;

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

1. **Short Title:** This by-law may be cited as “the Building By-Law”.

**2. Definitions**

In this by-law,

- (1) a) “Act” means the Building code Act, 1992, including amendments thereto.
- b) “Applicant” means the owner of a building or property who applies for a permit or any person authorized in writing by the owner to apply for a permit on the owner’s behalf, or any person or corporation empowered by statute to cause the demolition of a building(s) and anyone acting under the authority of such person or corporation.
- c) “As constructed plans” means as constructed plans as defined in the Building Code.
- d) “Building(s) means a building as defined in Section 1(1) of the Act.
- e) “Building Code” means the regulations made under Section 34 of the Act.
- f) “Building sewer” means that part of drainage piping outside a building or other structure that connects a building drain to a main sewer or, where the place of disposal of the sewage is on the property, to the place of disposal on the property, and that commences at a point one metre (3.28 feet) from the outer face of the wall of the building or other structure and terminates at the property line or place of disposal on the property.
- g) “Chief Building Official” means the Chief Building Official appointed by Council under Section 3 of the Act.
- h) “Council” means the Council of the Town of Northeastern Manitoulin and the Islands
- i) “Fixture” means a receptacle or equipment that receives water, liquids or sanitary sewage and discharges water, liquids or sanitary sewage directly into drainage piping.
- j) “Municipality” means the Corporation of the Town of Northeastern Manitoulin and the Islands.
- k) “Owner” means the registered owner of the land and includes a lessee, mortgagee in possession and the person in charge of the property.

- l) "Permit" means written permission or written authorization from the Chief Building Official to perform work regulated by this by-law and the Act, and the Building Code or to occupy a building or part thereof prior to its completion.
  - m) "Permit holder" means the person to whom the permit has been issued and who assumes the primary responsibility for complying with the Act and the Building Code.
  - n) "Plumbing" means plumbing as defined in Section 1(1) of the Act.
- (2) Terms not defined in this by-law shall have the meaning ascribed to them in the Act or the Building code.

### **3. Classes of Permits**

Classes of permits required for construction, demolition and change of use, or occupancy of a partially complete building as set forth in Schedule "A" attached hereto and forming part of this by-law.

### **4. Permit Applications**

To obtain a permit, an applicant shall file an application in writing by completing the forms(s) prescribed and available from the Chief Building Official and satisfy the following:

- (1) Where application is made for a building permit under subsection 8(1) of the Act, the application shall:
  - a) identify and describe in detail the work, use and occupancy to be covered by the permit for which application is made;
  - b) identify and describe in detail the existing use(s) and the proposed use(s) for which the premises are intended;
  - c) include the legal description, the municipal address and where appropriate the unit number of the land on which the work is to be done;
  - d) include complete plans and specifications as described in this by-law for the work to be covered by the permit and show the occupancy of all parts of the building;
  - e) state the valuation of the proposed work including materials and labour;
  - f) be accompanied by the required fees as calculated in accordance with Schedule "B";
  - g) state the name, address and telephone number of the owner, and if the owner is not the applicant, the applicant's name, address and telephone number and the signed statement of the owner consenting to the application;
  - h) where applicable, state the name, address and telephone number of the architect, engineer or other designer, and the constructor or person hired to carry out the construction or demolition;
  - i) when Section 2.3 of the Building Code applies, be accompanied by a signed acknowledgement of the owner that an architect or professional engineer, or both, have been retained to carry out the general review of the construction or demolition of the building;

- j) When Section 2.3 of the Building Code applies, be accompanied by a signed statement of the architect or professional engineer, or both, undertaking to provide a general review of the construction of demolition of the building.
  - k) Include the applicant's registration number where and applicant is a builder or vendor as defined in The Ontario New Home Warranties Plan Act;
  - l) Include, if the Chief Building Official deems appropriate, a signed statement of the owner acknowledging the zoning and permitted uses applicable to the land on which the work is to be done; and
  - m) Be signed by the applicant who shall certify as to the truth of the contents of the application.
- (2) Where application is made for a demolition permit under subsection 8(1) of the Act, the application shall:
- a) Contain the information and other requirements provided in subsection 4(1)
  - b) Be accompanied by satisfactory proof that arrangements have been made with the proper authorities for the termination and capping of all water, sewer, electric, telephone or other utilities or services.
- (3) Where application is made for a conditional permit under subsection 8(3) of the Act, the application shall:
- a) Contain the information and other requirements provided in subsection 4(1)
  - b) Contain such other information, plans and specifications concerning the complete project as the Chief Building Official may require
  - c) State the reasons why the applicant believes that unreasonable delays in construction would occur if a conditional permit is not granted
  - d) State the necessary approvals which must be obtained in respect of the proposed building and the time in which such approvals will be obtained
  - e) State the time in which plans and specifications of the complete building will be filed with the Chief Building Official
  - f) Require the owner and such other persons as the Chief Building Official determines to enter into an agreement with the municipality.
- (4) Where application is made for a change of use permit under subsection 10(1) of the Act, the application shall:
- a) Contain the information and other requirements provided in subsection 4(1)
  - b) Include plans and specifications which show the current and proposed occupancy of all parts of the building, and which contain sufficient information to establish compliance with the requirements of the Building Code, including: floor plans, details of wall, ceiling, floor or roof assemblies identifying required fire resistance ratings and load bearing capacities.
- (5) Where the conditions in subsection 4(6) have been fulfilled and where all necessary approvals which must be obtained in respect of the proposed building or project have obtained, in Chief

Building Official may, in a case where he or she deems it proper, issue a building permit for a part of the building or project.

- (6) Where a building permit is issued for part of a building or project, this issuance shall not be construed to authorize construction beyond the plans for which approval was given or to obligate the Chief Building Official to grant any further permit or permits.
- (7) Where application is made to occupy an unfinished building, the application shall:
  - a) Indicate the total number of units proposed for occupancy
  - b) Indicate the total floor area proposed for occupancy
  - c) Be accompanied by confirmation from the following authorities that the building is appropriate for occupancy:
    - i) the applicable Hydro authority
    - ii) the applicable Fire Department
    - iii) if the building is not connected to the municipal sewer, the Sudbury and District Health Unit
    - iv) the municipality's public works department
    - v) if the building is subject to site plan control, the municipality's site plan control department
  - d) Include the final plumbing certificate
  - e) Where the building(s) was designed by an architect, engineer, or both, the opinion in writing of the architect or engineer that the work in the partially completed portion conforms to the Building Code.
- (8) Where the conditions in subsection 4(9) have been fulfilled, the Chief Building Official may, in a case where he or she deems it proper, in accordance with Section 2.4.3 of the Building Code, issue a permit to occupy a partially completed building.
- (9) Where application is made for a permit to erect a tent, air-supported structure or temporary structure, the application shall:
  - a) Contain the information and other requirements provided in subsection 4(1)
  - b) Include plans and specifications that contain sufficient information to establish compliance with the requirements of Section 3.1.6. of the Building Code, including: floor plans, and a site plan
- (10) Where compliance with all of the requirements for a permit application is unnecessary or unreasonable, the Chief Building Official may, in cases where he or she deems appropriate, authorize deletion of one or more of the requirements provided the intent and purpose of this by-law is maintained.
- (11) Where an application for a permit remains incomplete or inactive or one year after it is made, the application may be deemed by the Chief Building Official to have been abandoned and notice thereof shall be given to the applicant.

## 5. Plans, Specifications, Documents and Information

- (1) Every applicant shall furnish sufficient plans, specifications, documents and other information to enable the Chief Building Official to determine whether the proposed construction, demolition, change of use or occupancy conforms to the Act, the Building Code, municipal by-laws and any other applicable law including, without limiting the generality of the foregoing:
  - a) zoning by-law approval
  - b) if applicable, a duly executed Site Plan Control Agreement
  - c) if applicable, engineering approvals for local municipal services required by by-law
  - d) if applicable, the approval of Ontario Hydro
  - e) if applicable, Occupational Health and Safety Act approval from the Ministry of Labour
  - f) if applicable, Environmental Protection Act or Environmental Assessment Act approval from the Ministry of Environment
  - g) if applicable, Health Protection and Promotion Act approval from the Sudbury and District Health Unit
  - h) if applicable, the approval of the local fire department or the Office of the Fire Marshall
- (2) The Chief Building Official shall determine the number of plans, specifications documents and other information required to be furnished with an application for a permit having regard for the requirements of any Act, regulation or by-law respecting the examination or circulation of the application.
- (3) Plans submitted shall be legible and drawn to scale on paper, cloth or other suitable and durable material. If required by the Chief Building Official, the applicant shall provide working drawings as set out in Schedule "C" attached hereto and forming part of this by-law.
- (4) Site plans submitted shall be referenced to a current survey certified by a registered Ontario Land Surveyor and a copy of the survey shall be filed with the Municipality unless this requirement is waived because the Chief Building Official is able, without having a current plan of survey, to determine whether the proposed work conforms to the Act, the Building Code, and all other applicable law.

Site plans shall show:

  - a) lot size and dimensions of the property
  - b) setbacks from existing and proposed buildings to the property boundaries and to each other
  - c) existing and finished ground levels or grades
  - d) existing right-of-ways, easements and municipal services
  - e) existing and proposed entrances and exits
  - f) the location and dimensions of required parking areas
  - g) culverts drainage patterns and watercourses
  - h) existing and proposed utility plants above grade, including poles and anchors
  - i) the legal description of the property, and if available, the municipal address

- (5) On completion of the construction of a building, the Chief Building Official may require that a set of as constructed plans of the building or any class of buildings, including a plan of survey showing its location, be provided.
- (6) The Chief Building Official may refuse an application if any of the above is deemed to be incomplete or insufficient at the time of application
- (7) Plans, specification, and other documents provided in accordance with this by-law or otherwise required by the Act become the property of the municipality.

## **6. Equivalents**

- (1) Where an application for a permit or for authorization to make a material change to a plan, specification, document or other information on the basis of which a permit was issued, contains an equivalent material, system or building design for which authorization under Section 9 of the Act is requested, the following information shall be provided:
  - a) a description of the proposed material, system or building design for which authorization under section 9 of the Act is requested
  - b) any applicable provisions of the Building Code
  - c) evidence that the proposed material, system or building design will provide the level of performance required by the Building Code.

## **7. Revision to Permit**

- (1) After the issuance of a permit under the Act, notice of any material change to a plan, specification, document or other information on the basis of which the permit was issued, must be given in writing to the Chief Building Official together with the details of such change which is not to be made without his or her written authorization
- (2) The fees for revising a permit, reviewing new plans and repeating inspections shall be as set out in Schedule "A".

## **8. Transfer of Permit**

- (1) If the registered owner of the land to which the permit applies changes, the permit is transferable to only upon the new owner completing a permit application, to the requirements of Section 4. The new owner shall then be the permit holder for the purpose of the Act and the Building Code and assume all responsibilities for compliance with the permit documents.

## **9. Refunds**

- ~~(1) In the case of withdrawal or abandonment of an application, or the refusal or revocation of a permit, and upon written request by the permit holder, the Chief Building Official shall determine the amount of paid permit fees that may be refunded to the permit holder, if any, in accordance with Schedule "A" attached hereto and forming part of this by-law and the decision of the Chief Building Official is final.~~
- ~~(2) No refund shall be made after a period ending one (1) year after the final inspection of a building, whichever occurs first.~~
- ~~(3) No refund shall be made if the calculated refund for any individual permit is less than fifty (\$50) dollars.~~

## 10. Revocation

- (1) The Chief Building Official may revoke a permit:
  - a) if it was issued on mistaken, false or incorrect information
  - b) if, after 1 year after its issuance, the construction or demolition in respect of which it was issued has not, in the opinion of the Chief Building Official, be seriously commenced
  - c) if the construction or demolition of the building is, in the opinion of the Chief Building Official, substantially suspended or discontinued for a period of more than one year
  - d) if it was issued in error
  - e) if the holder requests in writing that it be revoked
  - f) if a term of an agreement, made pursuant to Section 8(3) of the Act, has not been complied with

## 11. Notice Requirements

- (1) Notices of required by Section 2.4.5. of the Building Code shall be given by the permit holder to the Chief Building Official at least three (3) business days in advance of the stages of construction specified therein.
- (2) A notice pursuant to this section is not effective until written or oral notice is actually received by the Chief Building Official, by a Building Inspector or designate.

## 12. Fees

- (1) Fees for a required permit shall be as set out in Schedule "A" and are due and payable upon submission of an application for a permit
- (2) Fees for inspections and inquiries shall be as set out in Schedule "A" and are due and payable upon request for such information or inspection
- (3) No permit shall be issued or no inspection or inquiry request processed until the fees therefor have been paid in full
- (4) Where the fees payable in respect of an application for a building or demolition permit issued under subsection 8(1) of the Act or a conditional permit under subsection 8(30) of the Act are based on the cost of valuation of the proposed work, the cost of valuation of the proposed work shall mean the total cost of all work regulated by the permit including the value of all material, labour and equipment but excluding the cost of land or landscaping
- (5) Where the fees payable in respect of an application for a building or demolition permit issued under subsection 8(1) of the Act or a conditional permit issued under subsection 8(3) of the Act are based on floor area, floor area shall mean the total area of all floors measured from the exterior faces of the exterior walls but shall exclude unfinished basements
- (6) Where application is made for a conditional or partial permit, fees shall be paid for the complete project
- (7) Where fees payable in respect of an application for a change of use permit issued under subsection 10(1) of the Act are based on floor area, floor area shall mean the total floor area of all storeys subject to the change of use

- (8) The Chief Building Official may place a valuation on the cost of the proposed work for the purposes of establishing the permit fee, and where disputed by the applicant, the applicant shall pay the required fee under protest and, within six months of completion of the project, shall submit an audited statement of the actual costs satisfactory to the Chief Building Official and where the audited costs are determined to be less than the valuation, the Chief Building Official shall issue the appropriate refund
- (9) Works carried out under the authority of the municipality are here by exempted from payment of fees imposed in this section

### 13. Offence/Penalty

- (1) Every person who contravenes any provision of this by-law is guilty of an offence
- (2) Every person who is convicted of an offence is liable for a fine as provided for in the Provincial Offences Act, R.S.O. 1990, c.P.33.

### 14. Validity

Should any section, subsection, clause or provision of this by-law be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this by-law as a whole part thereof, other than the part so declared to be invalid.

### 15. Date of Effect

That this by-law shall come into force and take effect on the 1st day of April, 1998.

### 16. Administration Fee

An administration fee of \$50 double the permit amount shall be collected from any person not obtaining a building permit prior to commencing construction.

Read a First, Second this      day of March

And Third time and finally passed this      day of

\_\_\_\_\_  
Al MacNevin

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Pam Myers

\_\_\_\_\_  
Clerk



**Schedule A**  
**Class of Permit and related Fee**

CLASS OF PERMIT	PERMIT FEE
New buildings	\$12 per \$1000 (Minimum \$1200) (or fraction there of construction value)
Additional & Structural Renovations	\$12 per \$1000 of Construction Renovations (Minimum \$400)
Building Permit Renewals	\$50 each \$100
Permit Fee Refund	There will be no refund
Demolition/Moving Permit	\$50 each
Accessory Building	\$12 per \$1000 (Minimum \$200) \$300
Residential Garage	\$12 per \$1000 (Minimum \$400)
Industrial / Commercial Construction	\$14 per \$1000 (Minimum \$1500)
Wind Turbine (>3kW only)	\$3000 per Turbine
Concrete Bases Supporting Solar Panels in Excess of 10m2	\$400
Residential Deck	\$12 per \$1000 (minimum \$100)
Request for inspection	\$100
Work without a permit	<del>\$50.00</del> Double the calculated permit fee

**Notes:**

All fees are based on the actual value of the construction but for purposes of determining a building permit fee not less than the figures listed in schedule "B".

No permit is required for structures under 100 square feet

No permit is required for structures under 161 square feet for buildings being used for storage.

**Schedule B**  
**Rates to calculate Estimated Values for Building Permit applications**

	Current Rate	Proposed
A) Dwelling units per sq.ft.of floor space	200.00	200.00
B) Two storey or more& additions per sq.ft.of floor space	200.00	200.00
C) Detached storage buildings and detached garages per sq.ft.	31.00	50.00
D) Carports per sq.ft	31.00	50.00
E) Attached garage per sq.ft.	41.00	60.00
F) Commercial and industrial bldgs. (Shell only) per sq.ft.	94.00	110.00
G) Commercial buildings/mercantile/office/restaurant etc	188.00	220.00
H) Decks, porches gazebos per sq ft of gross area	16.00	30.00
I) Solariums, sunrooms per sq.ft.	99.00	110.00
J) Tents (air supported/public assembly	58.00	70.00

## **SCHEDULE “C”**

### **PLANS OR WORKING DRAWING TO ACCOMPANY APPLICATIONS FOR PERMIT**

- 1) The Site Plan
- 2) Floor Plans
- 3) Foundation Plans
- 4) Framing Plans
- 5) Roof Plans
- 6) Reflected Ceiling Plans
- 7) Sections and Details
- 8) Building Elevations
- 9) Electrical Drawings
- 10) Heating, Ventilation & Air Conditioning Drawings
- 11) Plumbing Drawings
- 12) 6.38 Zoning By-laws – Stamped plans from a designer, architect  
Or engineer in possession of a current B.C.I. N with the design activities  
Being by an individual identified in Section B ( Building Code Table  
3.5.2.1 of Division C) for all structures.



## **Public Works Report**

**April 20, 2023**

### **Roads**

Staff have been busy patching roads

All gravel roads have been graded at least one time

Road sweeping is under way

Staff have been busy changing guardrail posts and sign posts

The last ice storm we had there was lots of trees down across the roads

### **Landfill**

All operations are going well

Clean up week is May 15-21

May 21<sup>st</sup> will be the start of summer hours for the landfill

### **Equipment**

Ongoing maintenance is being performed daily

Repairs are being conducted as required

All trucks are ready for summer – winter tires switched to summer tires, wings, sanders and spinners are off

### **Other**

Contractor has started the sand dome- forms are in and rebar

## Report to Community Services/Public Works – April 20, 2023

### **Rec Centre**

- Facilities are being used
  - Meetings/Events/Programs/Classes
- Ice has been removed on both surfaces and cleaned for off season.
- Prepping Building for the off season and ready for summer events

### **This Month**

- Drive Test – May 1<sup>st</sup> & 15<sup>th</sup>
- Pickle Ball continues indoors.
  - Will move to the Curling Surface May 1
- Programs
  - Children's Dance Class – Candice Irwin
  - Line Dancing – Joe Arnold
  - Sit Fit
  - Winter Walking
  - Various Craft and Cooking Classes
  - Youth Drop-In Programs
  - Seniors Drop-In Programs

### **Marine, Parks & Outdoor Buildings**

- Opening Buildings, Parks, Sports Fields, Splash Park, Playgrounds
- Spider Bay to open May 19<sup>th</sup>
  - Most renewals are in, and invoices have been issued.
- Move Town Docks First week of May and begin install.
- New Pier 6 tentative install for week of April 24<sup>th</sup>
- Cruise Ships begin early June.



## *Building Control Report to April 18, 2023*

There have been 11 permits issued this year. The permits are categorized as follows.

	Permits	Total
Residential – New	1	\$3,904.00
Residential – Additions & Renovations	3	\$2,600.00
Multi Residential – New	0	\$0
Seasonal Dwellings – New	0	\$0
Seasonal Dwellings – Additions & Renovations	1	\$660.00
Detached Garages	1	\$960.00
Accessory Buildings – New	2	\$200.00
Decks – New & Alterations	2	\$390.00
Commercial/Industrial New	0	\$0
Commercial/Industrial – Additions & Renovations	0	\$0
Demolition/Moving	1	\$50.00
Permit Renewals	0	\$0
Total	11	\$8,764.00

One deck permit has been issued since the last report. This report period has a construction value of **\$20,000.00** and a permit value of **\$240.00**. The total value of construction value to date is **\$1,274,000.00** with a total building permit revenue of **\$8,764.00**.





# Manitoulin Secondary School

107 Bay Street, P.O. Box 307, M'Chigeeng, Ontario P0P 1G0 | Tel: 705.368.7000 | Fax: 705.368.7001

David Witchar, HBSc, BEd, MSc  
Principal

Dawn Noble McCann, BA(Hons), BEd  
Vice-Principal

Travis Corbiere, BA, BEd  
Vice-Principal

April 10, 2023

Dear Potential Sponsor:

WOOT WOOT MANITOULIN! Your Island robotics high school team qualified for the World Championships in Houston Texas! Thank you to everyone who helped us with sponsorship, mentorship, coaching, student pickup, donations and encouragement to get us this far! This season we have won the Engineering Inspiration Award at the Nipissing University event, the top Impact Award at the Regional event in McMaster University, which qualified us for the Provincial Championships, and, spectacularly, the Impact Award at the Provincials which in turn qualified us for the Worlds in Houston, Texas this April 19-23. This is an amazing accomplishment for your young, northern, rural Manitoulin Island team.

For those of you who are new to the term FIRST Robotics, FIRST stands for "For Inspiration and Recognition of Science and Technology". This is the "in" for many students to get involved in and start dreaming big about science and tech in a life-changing way. Students design, fabricate, build, wire, and program a robot to complete in a variety of tasks on a designed field during a timed competition. Our team has young men and women from many communities throughout the Island, from diverse backgrounds and contributing with a wide variety of talents but the same passion. The competitions bring together teams from all over the province and, at the worlds, from all over the world to put their robots, safety crew, and business teams to the test.

Your MSS team was ecstatic to win and qualify for the Worlds, but they were completely surprised by the opportunity. They were not expecting to turn around and travel to Texas within 10 days. Many Island youth are in transit to get rapid passports in Southern Ontario, and our local MP has offered to help them. Still, the expense of competing internationally is beyond many Island students financial means. There are team members who are fortunate as well as members struggling to pay the bills, but the passion is the same. We are asking for your support, and from some of you, repeated support so that all the dedicated, motivated, and talented young people from around Manitoulin will have the same opportunity to innovate, invent, and have an impact as their Southern Ontario private and mega-school counterparts. These hard working dedicated youth are representing communities across our island and are so proud to call Manitoulin home.

For this reason, we would greatly appreciate your support in the form of a donation to get our team to Houston. No amount is too small. Sponsorship cheques can be made out to Manitoulin Secondary School, Robotics Team (c/o Manitoulin Secondary School, 107 Bay St. M'chigeeng, ON, P0P 1G0). Another option is you can send a donation on behalf of Manitoulin Metal to the Rainbow District School Board (408 Wembley Dr, Greater Sudbury, ON P3E 1P2) to receive a charitable tax donation receipt.

We can't wait to take your logo to competition with us in Texas on our robot and banner, to post your business on our website and social media sites, and to include you in all of our press information and



competition announcements. So if you feel you can commit to sponsoring your Manitoulin Robotics Champions, please do so by Monday, April 17th.

If you have any questions, would like to sponsor us, would like to hear a presentation, or would like to meet our robot "Bumblebee" when we return please contact us at 705-368-7000 or email our team at [6865mssrobotics@gmail.com](mailto:6865mssrobotics@gmail.com)

Thank you for your consideration in helping making dreams come true for our island youth and putting our amazing Manitoulin Island once again on the map! We are so very proud and honoured to call Manitoulin home, and we guarantee, when we leave the Worlds, everyone will know Manitoulin.

The Manitoulin Metal Robotics Team (FRC 6865):

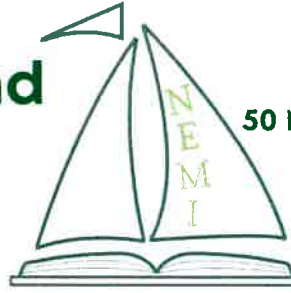
Addy Gray,	Central Manitoulin	Morgan Green,	NEMI
Nevaeh Harper,	Central Manitoulin	Ryann Moore`	NEMI
Samuel Pennings,	Central Manitoulin	Alan Wilkin	NEMI
Ben Willis,	Central Manitoulin	Darwin Wood,	NEMI
Kyle Zembal,	Central Manitoulin		
Xavi Mara,	Assignack	Daphne Carr,	Gore Bay
Ryan Kuntsi,	Assignack	Patrick McCann,	Gore Bay
Jocelyn Kuntsi,	Assignack	Alexis McVey,	Gore Bay
		Alex Wilson-Zegil,	Gore Bay
Kyra Carpenter,	NEMI	Robyn-Ashley	Tehkummah
Garrett Charbonneau,	NEMI	Faer O'Leary	Tehkummah
Tanner Graham,	NEMI		



Instagram & Twitter: frc6865

Facebook: manitoulinmetal

# Northeastern Manitoulin and the Islands Public Library



PO Box 459  
50 Meredith Street West  
Little Current  
POPIKO  
705-368-2444  
[nemi.olsn.ca](http://nemi.olsn.ca)

April 4, 2023

Dear Northeastern Manitoulin and the Islands Municipal Council,

I am pleased to inform you that our library has received provincial funding for another year of the Community-Based Resources and Support for Technical Skills Development Project. Technical skills development resources and support are provided to community members through equipment lending, maker space, computer lab, and workshops.

A portion of the funding is intended to purchase a shed for equipment storage.

I ask that you approve the placement of a 10' x 22' shed in the Northeast corner of the parking lot near the staff entry.

Thank you for your consideration and support.

Sincerely,

Kathy Berry  
CEO/Head Librarian

Organization	Year	Purpose of Donation	Donation by Year	Donations to Date
Howland SeniorsClub	2013	Building Construction	\$10,000	
	2020	Purchase Generator (Paid in November 2019)	\$5,000	
	2020	Assist with operating costs	\$1,300	\$16,300
Manitoulin Centennial Manor	2014	Resident's chair lift	\$10,000	
Manitoulin Centennial Manor	2015	Call Bell System	\$5,000	
Manitoulin Centennial Manor	2019	Carpet Replacement Fundraising	\$4,600	\$19,600
Little Current Public School	2015	Playground improvements and stage construction	\$2,500	\$2,500
Royal Canadian Legion Br #177	2015	Future Projects (washrooms, etc)	\$1,250	
Royal Canadian Legion Br #177	2016	Future Projects (washrooms, etc)	\$2,000	
Royal Canadian Legion Br #177	2021	Emergency Generator	\$4,000	
Royal Canadian Legion Br #177	2022	Commemorative Banners	\$500	\$7,750
Manitoulin Navy League (Sea Cadets)	2015	Vimy Ridge trip (2017)	\$1,250	
Manitoulin Navy League (Sea Cadets)	2019	Special "shooting shirts" for cadets	\$1,400	
Manitoulin Navy League (Sea Cadets)	2021	Special "shooting shirts" for cadets	\$500	\$3,150
Skate Canada Manitoulin	2016	Programming assistance	\$2,000	\$2,000
Manitoulin Health Centre Auxiliary	2016	Replace patient televisions at MHC Little Current	\$6,000	\$6,000
Little Current Curling Club	2017	Northern Ontario 2018 Men's Curling Championship	\$5,000	
Little Current Curling Club	2018	Purchase equipment for youth and Little Rock Curling	\$2,000	\$7,000
Escarpment Biosphere Conservancy	2017	New entrance construction and parking (Cup & Saucer)	\$5,000	

	2020	Supporting Cup and Saucer trails	\$900	\$5,900
Little Current Minor Hockey Association	2018	Programming costs	\$3,000	\$3,000
Rockville Hall Committee	2018	Replacement Windows	\$4,000	
Rockville Hall Committee	2021	Operating Costs	\$4,000	\$8,000
Little Current Farmers Market	2018	Replace Canopies	\$1,000	
	2020	Operational support	\$1,000	\$2,000
Little Current Fish and Game Club	2019	Salmon spawning bed project	\$1,000	
	2020	Support for school program	\$900	\$1,900
Manitoulin Amateur Radio Club	2019	Purchase of new repeater radio equipment	\$1,000	\$1,000
Manitoulin Horse Club	2019	Improvements to horse ring	\$1,000	
	2020	Operational costs	\$900	\$1,900
Manitoulin Island Cycling Advocates	2019	Manitoulin Passage Ride event in Little Current	\$1,000	\$1,000
Manitoulin Pickelball Club	2021	Purchase of Wind Screening	\$1,500	\$1,500
Manitoulin Community Fitness Centre	2022	Cover revenue shortfall re COVID	\$5,000	\$5,000
Manitoulin East Flying Club	2022	Help with startup costs	\$3,000	\$3,000
Bay of Islands Community Association	2022	Cleanup volunteer costs	\$1,500	\$1,500
Little Current Yacht Club	2023	Advance Donation re Sailing School Restart	\$3,000	\$3,000
<b>Total Donations 2013 to 2023</b>				<b>\$103,000</b>

**From:** Jeffrey Marsh <[commodore@lcy.ca](mailto:commodore@lcy.ca)>

**Sent:** Monday, March 13, 2023 10:50 PM

**To:** Dave Williamson <[DWilliamson@townofnemi.on.ca](mailto:DWilliamson@townofnemi.on.ca)>; Bruce O'Hare <[bohare@vianet.ca](mailto:bohare@vianet.ca)>; Oscar Rodgers <[ohrodgers@gmail.com](mailto:ohrodgers@gmail.com)>; Rod MacLeod <[treasurer@lcy.ca](mailto:treasurer@lcy.ca)>; Dr. Stephen Cooper <[sccooper@nemfht.ca](mailto:sccooper@nemfht.ca)>; Alistair Stephen <[vicecommodore@lcy.ca](mailto:vicecommodore@lcy.ca)>; Roy Eaton <[roy.eaton@gmail.com](mailto:roy.eaton@gmail.com)>; DAVID NAPLES <[dnaples@aol.com](mailto:dnaples@aol.com)>

**Subject:** McLean's Mountain LLP funding request - LCYC youth sailing program

Hello David,

I am contacting you in regards to the Little Current Yacht Club's efforts to obtain financial support for our 2023 youth sailing program. I understand that Bruce O'Hare has spoken with you about our program, but I am wanting to follow up with you about the possibility of obtaining financial support through the McLean's Mountain LLP fund. It is our understanding that this fund is intended to support community events and clubs, and we believe that our youth sailing program is a worthy candidate.

As you are probably aware, LCYC has run its youth sailing program out of Low Island Park in Little Current for many years, prior to cancellations the last few years resulting from COVID-related restrictions. We are now poised to restart our youth sailing program this coming summer, and are hoping to make the program accessible to as much of the NEMI community as possible.

**Some details on our program:**

We are very fortunate to have two qualified coaches, Bryce and Katie, who are certified CANSail instructors. CANSail is the Canadian standard for sailing levels. With these levels, youth are trained to be proficient sailors that can operate boats on their own and in pairs. Both Katie and Bryce started with CANSail levels themselves and are now able to sail alone on much larger boats. The Youth Sailing Program has always been the focus of our yacht club from the inception almost 20 years ago, with many people across the region learning to sail and gaining exposure to boating activities in Little Current through our program over that time.

We teach in 12ft Laser Pico sailboats and currently have 6 in our fleet. We can accommodate up to 12 youth sailors per week. We supply the instructors, boats and chase dinghy, insurance and volunteers needed to operate the program. The municipality of NEMI has generously allowed us to operate our program out of the Low Island Park facility, which is an ideal location with all the required infrastructure for boat storage and launch, and off the water instruction and shelter.

We currently have four weeks of youth sailing program scheduled in Little Current, along with one week in Gore Bay, and one week in Manitowaning or Wikwemikong, and anticipate nearly full registration in each location. We are working hard to keep the fees the same as 2019, at \$200 per student per week, enabling access to a larger portion of our community.

**Operational costs and request for support:**

Each year we apply for funding from the Canada Summer Jobs program, which supports a significant portion of the Instructor wages. LCYC makes up the remaining wages from club funds, largely supported

by participant registration fees and LCYC membership dues. Other expenses include liability and property (boat damage) insurance, boat maintenance and fuel, operations, and advertisement. Insurance expenses alone were ~\$4000 in 2019, and are projected to be considerably higher this year.

In an effort to keep the cost down for parents, and have more children participate, we are hoping to obtain some financial support from each of the host communities. We are aware that the municipalities may not have funding allocated for programs like ours in their budgets, so we are also seeking funding from grants, commercial sponsors, and other sources. Thus, we are asking for a contribution of \$60 per child, or \$2880 total for 48 students, from NEMI through the McLean's Mountain LLP fund.

Please let us know if the McLean's Mountain LLP fund may be able to support the LCYC youth sailing program this year.

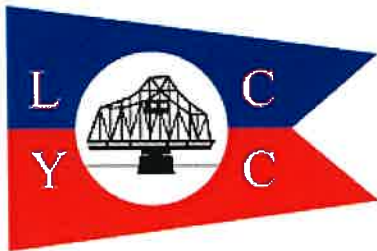
We are happy to discuss the details of our program and other related issues if you would like.

Thank you for your consideration

Sincerely,

Jeff Marsh

Commodore  
Little Current Yacht Club  
Little Current, ON  
(705) 207-4831  
[www.lcyc.ca/](http://www.lcyc.ca/)





Box 608, Little Current, Ontario, P0P 1K0  
705-368-3500

April 3, 2023

Jeffrey Marsh  
[commodore@lccyc.ca](mailto:commodore@lccyc.ca)

Dear Mr. Marsh:

Further to your correspondence of March 13, 2013, please be advised that the McLeans Mountain Donation Committee has met and has agreed to provide you with a one-time donation of \$3,000 to encourage and promote your youth sailing program.

It is our understanding that this funding will be used to offset fees for the students in the current year. I need to stress that we generally do not provide funds to offset operational costs or fees but we are prepared to make an exception in this case as you are restarting your youth sailing program after having been forced to suspend the program for the last few years because of the pandemic.

I wish you every success with the youth sailing program and I look forward to seeing the youth in our community develop their sailing skills and abilities.

Yours truly,

Mayor Al MacNevin

**Manitoulin Centennial Manor  
Board of Management Meeting  
Feb 16 2023  
(unapproved)**

**Present:**

Dawn Orr,(Chairing meeting) Mary Jane Lenihan, , Jim Cahill  
Brenda Reid, Art Hayden  
Don Cook, (Administrator); Sylvie Clarke, (DOC)  
Keith Clement (Extendicare); Seran (Extendicare Finance guest) by phone Seran  
Michael Erskine (Expositor)  
With regrets – Pat MacDonald  
Meeting held in Manor board room

**1.0 Call to order**

- 1.1 Meeting called to order at 10:00 a.m. by Vise Chair, Dawn Orr
- 1.2 Welcome and Introductions

**2.0 Approval of Agenda**

- 2.1 Motion put forward to approve the agenda  
Moved by M.J Lenihan                      Seconded Brenda Reid                      ....carried

**3.0 Approval of Minutes from Jan 19**

- 3.1 For in Camera – just motion to go in camera and out of camera without and mention of in camera discussions, remove this line from #10
- 3.2 - Motion put forward to approve minutes as amended  
Moved by Brenda Reid                      Seconded M.J. Lenihan                      .....carried

**4.0 New Business**

- 4.1 4.1 Service Accountability Agreement  
The new one is not sent out yet and will be in Early March to be signed at the March board meeting.
- 4.2 Don is in the process of applying for a Community Service Recovery Fund grant and a Ontario Seniors grant.  
With this I hope to have funding to hire a coordinator that will set up some community outreach/seniors programs that will involve members of the community with residents. This would be a one year position that the person would organize and set up the programs as well as fundraise both for the manor and to continue running the programs. In the grants there will be funding to run the programs for the first year.  
In grant applications board members are listed.

**5. Business Arising from Minutes**

- 5.1 Insurance renewal  
It has turned out to be much harder to get a quote then anticipated and the brokers are finding the insurance companies are requiring more and more information and to get a quote we need to start working on it now for next year.

We will renew with current vender at about 5-10% increase.



Aon & Willis are two insurance brokers that Jim recommends for Don to talk to for a quote.

## 5.2 Criminal Record Checks

Board member working on Criminal Record Check for Vulnerable Persons and to sign a declaration in the mean time.

Dawn Orr has submitted.

Jim Cahill has submitted – needs to sign declaration

Brenda – Signed declaration, filed for criminal record check yesterday

Art – Signed declaration

## 5.3 Fundraising Position

No replies

## 5.4 Provincial Board Rep.

Don did receive an email from someone interested in joining the board

Don will assist them with the government application.

## 6.0 Fundraising Update –

Working on dining room and hoping to speed that up.

Don had to take on extra office manager duties short term during our transition to new office manager.

## 7.0 Correspondence

- Kenjgewin Teg – Award

Congratulations from the board.

## 8.0 Administrator's Report

### 8.1 Attached Report

Discussion for potential signing bonus for PSW if the need arises.

Motion to accept

Moved by Brenda Reid

Seconded by Art Hayden

....carried

## 9.0 Extending Report

### 9.1 Financial Statements for Jan 23

It was explained that the over spend was as high as it was due to some cost from 2022 being included in Jan statement. There were some invoices that were received late and not accrued for in Dec.

Motion to accept financial statements presented

Moved by Art Hayden

Seconded by Jim Cahill

...carried

**10.0 Meeting Date of Next Meeting:**

For March Meeting Date. Don is on Holidays from Mar 10 -17 with the third Thursday in Mar being the 16<sup>th</sup>.

Agreed to move the March meeting to Thursday Mar 23, 10:00 A.M. in the Manor Board Room

Discussion to move board meeting to 4<sup>th</sup> Thursday of the month.

Dawn will need to review with Pat

**11.0 Adjournment**

Motion to adjourn

Moved by Brenda Reid



# **Town of Northeastern Manitoulin and the Islands Report 2022**

Providing Animal Services continues to be challenging. The Pandemic, the Opioid crisis, Economic issues continue to be very real problems that many residents face which makes it difficult at time to properly care for their pets.

While the total number of occurrences and impounded animals continues to decline, the complexity of cases and the length of shelter stay was an issue for dogs impounded in NEMI in 2022. One of the dogs in the following report spent 5 months in the shelter before finding a home. The 2 dogs impounded and subsequently redeemed came in with faces full of porcupine quills and required an emergency trip to the veterinarian.

Another dog impounded in October of 2011 remains in the shelter pending the final outcome of a Dog Owner's Liability Act proceeding. The dog was found to be a pitbull and to have bitten a person in a 3 day trial which we had to attend in Gore Bay in January of 2023. The dog however remains in the shelter pending a Final Order which will likely be appealed. This dog has now spent over 500 days in the shelter and it looks as though it will spend quite a few more as the dog owner exhausts their appeals.

The Enforcement process needs to be streamlined and improved to bring more immediate and consequential penalties into play for those who do not comply with by-laws in order to deliver the results that residents expect.

While the set fines and boarding rates need to be looked at, the Provincial Offence System is perhaps no longer the best way for dealing with By-Law contraventions. This process is exacerbated by Court taking place since the pandemic for the most part in Gore Bay. The problems with the Provincial Offence System have been greatly exacerbated by the Pandemic and the system is no longer offering us an effective means of providing enforcement. We continue to work on bringing an Administrative Monetary Penalty System in our service areas. We have submitted a draft AMPS bylaw and have been in consultation with the Administration on ways this could be implemented.

# Town of Northeastern Manitoulin and the Islands Report 2022



	01/01/2022 - 12/31/2022
<b>Animals impounded:</b>	<b>5</b>
<b>Species</b>	
<b>Dog</b>	<b>5</b>
<i>Outcomes:</i> <ul style="list-style-type: none"> <li>▪ Adoption: 3</li> <li>▪ Redemption: 2</li> </ul>	

	01/01/2022 - 12/31/2022
<b>Report Totals</b>	<b>54</b>
<b>Occurrences by type</b>	
After Hours - Emergency Services Assistance	2
Dog at large	21
Dog attack (other domestic animal)	1
Dog barking	8
Dog bite	2
Dog found	5
Dog off Leash	15

# Town of Northeastern Manitoulin and the Islands Report 2022



	01/01/2022 - 12/31/2022
<b>Report Totals</b>	<b>117</b>
<b>Actions by type</b>	
Called - no answer	1
Corresponded with complainant (witness)	10
Impounded animal	5
Issued notice over phone	1
Issued Provincial Offence Notice (Ticket)	4
Issued verbal notice	20
Issued written notice at residents' home	3
Issued final notice at residents' home	4
Left a telephone message	5
Left calling card at residence	6
Left notice at residence	2
License sold, file closed	2
License verified, file closed	1
Patrolled area	51
Referred to Health Department	2
Served PON	2
Served vicious dog notice	1
Spoke to Police	1
Spoke with animal owner	12
Spoke with complainant	8
Spoke with Victim	2
Spoke with Witness	2

# Town of Northeastern Manitoulin and the Islands Report 2022

## Administrative Monetary Penalties – AMPS

- Method for promoting compliance with municipal by-laws
- Imposed through administrative processes rather than fines imposed through court processes (established by the POA)
- None punitive in nature
- A debt to the municipality

Municipalities authority to administer them is granted under Section 102.1 of the Municipal Act and Ontario Regulation 333/07 under the Municipal Act  
Required standards that include:

- policies and procedures to prevent political interference
- conflict of interest guidelines
- policies and procedures regarding financial management and reporting; and
- procedures for the filing and processing of complaints made by the public with respect to the administration of the system

### Main components of an Administrative Penalty System

A by-law establishing an administrative penalty system for the municipality that includes prescribed procedural requirements, including but not limited to:

- Procedures for administering the penalty notice
- Establishment of a screening officer, procedures and their powers
- Establishment of a hearings officer, procedures and their powers

### Brief Comparison

Administrative Penalties	POA Part I or Part II
Penalty relatively low (non-punitive)	Fines generally low (prescribed limits)
Service determined by the municipality through establishment of By-law	Prescribed service requirements
Balance of probabilities	Proof beyond a reasonable doubt
Not within court system	Court dependent

The Municipality retains access to Part III proceedings under the POA system and the Superior Courts for dealing with more serious matters.