

AGENDA
A meeting of the Council of the Corporation
of the Town of Northeastern Manitoulin and the Islands
to be held on Tuesday, April 4th, 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 2023-08
- 5. New Business**
 - i. Tender Results - Cemetery Grass Cutting
 - ii. Tender Results - Cemetery Opening and Closing
 - iii. Tender Results – Rural Parks, Grass Cutting
 - iv. Little Current Lagoon Annual Operating Report
 - v. OFA – Slow moving vehicle sign campaign
- 6. Minutes and Other Reports**
 - i. Thank you from Marjorie Collie
 - ii. Community Policing Advisory Committee Minutes – March 8, 2023
 - iii. DSSAB 4th Quarter Activity Report
- 7. In Camera**
 - i. personal matters about an identifiable individual, including municipal or local employees
- 8. Adjournment**

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

BY-LAW NO. 2023-08

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 15th, 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 15th, 2022 and held on:

March 21st, 2023
March 23rd, 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
4th day of April, 2023.

Al MacNevin

Mayor

Pam Myers

Clerk

The Corporation of the Town of Northeastern Manitoulin and the Islands
Minutes of a Regular Council meeting held Tuesday, March 7, 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. 48-03-2023

Moved by: W. Koehler

Seconded by: M. Erskine

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

Carried

Resolution No. 49-03-2023

Moved by: A. Boyd

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 2023-07. Being a by-law to adopt the minutes of Council for the term commencing November 15, 2022 and authorizing the taking of any action therein and thereby.

Carried

Resolution No. 50-03-2023

Moved by: M. Erskine

Seconded by: G. Williamson

RESOLVED THAT the Planning Authority of the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands conditionally approves the application for consent as applied for by Arthur and Wendy Lalonde, File Number 2023-02, subject to the following conditions;

1. Road use agreement registered on title to allow for land access
2. Transfer of land form prepared by a solicitor and a schedule to the transfer of land form on which is set out the entire legal description of the parcel,
3. 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.
4. Prior to final approval by the Town of Northeastern Manitoulin and the Islands, the owner provide confirmation of payment of all outstanding taxes.
5. All outstanding fees associated with this application including a fee of \$100 for each transfer of land and advertising cost.

Carried

Resolution No. 51-3-2023

Moved by: B. Wood

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 2017-10, as amended, being a by-law for the prescribing a tariff of fees for the processing planning applications.

Carried

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

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Resolution No. 52-03-2023

Moved by: W. Koehler

Seconded by: M. Erskine

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands approves the holding a public meeting, April 20th for the approval of the Water and Wastewater rates.

Carried

Resolution No. 53-03-2023

Moved by: P. Aelick

Seconded by: A. Boyd

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands approves the holding a public meeting April 20th, for the approval of the Building Department rates.

Carried

Resolution No. 54-03-2023

Moved by: W. Koehler

Seconded by: L. Cook

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands acknowledges that MICA will be holding their 11th annual Manitoulin Passage Ride on June 3rd and 4th, 2023 and wishes them every success.

Carried

Resolution No. 55-03-2023

Moved by: L. Cook

Seconded by: D. Orr

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands authorizes the cycling group with Habitat for Humanity organization to utilize the space at the recreation center on July 18th as sleeping quarters with the condition of a certificate of insurance being provided and that there be no alcohol in the facility.

Carried

Resolution No. 56-03-2023

Moved by: B. Wood

Seconded by: P. Aelick

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands does now adjourn at 8:19 p.m.

Carried

The Corporation of the Town of Northeastern Manitoulin and the Islands
Minutes of a Regular Council meeting held Thursday, March 23, 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
Reid Taylor, Manager of Community Services
Wayne Williamson, Manager of Public Works
Duane Deschamps, Fire Chief

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

Mayor MacNevin presented retired employee Duncan Pheasant with a certificate of appreciation for his 31 years of service with the Town.

Disclosure of pecuniary interest and the general nature thereof

Resolution No. 57-03-2023

Moved by: B. Wood

Seconded by: P. Aelick

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

Carried

Resolution No. 58-03-2023

Moved by: M. Erskine

Seconded by: G. Williamson

BE IT RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands declares the 2005 Sterling Snow plow as surplus and donates it to the Manitoulin East Municipal Airport.

Carried

Resolution No. 59-03-2023

Moved by: A. Boyd

Seconded by: D. Orr

BE IT RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands authorizes Braeden Macaluso to extend Gammie Street approximately 300 feet to the west for access to his property. This extension will be done under the supervision of the Manager of Public Works and to the standards of the unopened road allowance policy. Furthermore once the extension is constructed to the Towns satisfaction the Town assumes the road.

Carried

Resolution No. 60-03-2023

Moved by: W. Koehler

Seconded by: B. Wood

BE IT RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands supports the 2024 Northern Ontario Curling Association men's and women's provincial curling championship.

Carried

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

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Resolution No. 61-03-2023

Moved by: L. Cook

Seconded by: A. Boyd

BE IT RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands approves the request for funding from the McGregor Bay Association in the amount of \$5000. To be withdrawn from the Ward 1, MNR Fire Response reserve account.

Carried

Resolution No. 62-03-2023

Moved by: G. Williamson

Seconded by: B. Wood

BE IT RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands does now adjourn at 8:38 pm.

Carried

Al MacNevin, Mayor

Pam Myers, Clerk

Little Current Lagoons

Annual Operating Report

ECA 4583-BLCKRQ
Issued February 18, 2020

January 1, 2022 – December 31, 2022

Prepared by the Ontario Clean Water Agency
For The Corporation of the Town of Northeastern Manitoulin and the Islands



Ontario Clean Water Agency
Agence Ontarienne Des Eaux



SECTION 1: INTRODUCTION

The Ontario Clean Water Agency (OCWA) acts as the operating authority for the Little Current wastewater treatment. This document is prepared by OCWA to provide information on annual process performance.

- (a) A summary and interpretation of all Influent and a review of the historical trend of the sewage characteristics and flow rates;
- (b) A summary and interpretation of all Final Effluent monitoring data, including concentration, flow rates, loading and a comparison to the design objectives and compliance limits in this Approval, including an overview of the success and adequacy of the Works;
- (c) A summary of any deviation from the monitoring schedule and reasons for the current reporting year and a schedule for the next reporting year;
- (d) A summary of all operating issues encountered and corrective actions taken;
- (e) A summary of all normal and emergency repairs and maintenance activities carried out on any major structure, equipment, apparatus or mechanism forming part of the Works;
- (f) A summary of any effluent quality assurance or control measures undertaken;
- (g) A summary of the calibration and maintenance carried out on all Influent, and Imported Sewage monitoring equipment to ensure that the accuracy is within the tolerance of that equipment as required in this Approval or recommended by the manufacturer;
- (h) A summary of efforts made to achieve the design objectives in this Approval, including an assessment of the issues and recommendations for pro-active actions any are required under the following situations;
 - i. When any of the design objectives is not achieved more than 50% of the time in a year, or there is an increasing trend in deterioration of Final Effluent quality;
 - ii. When the Annual Average Daily Influent Flow reaches 80% of the Rated Capacity;
- (i) An estimate of the sludge volumes in the lagoon cells. Sludge volume is to be measured every five (5) years, but may be estimated in the interim years. A summary of disposal locations and volumes of sludge disposed of must also be provided if sludge was disposed of during the reporting period;
- (j) A summary of any complaints received and any steps taken to address the complaints; and
- (k) A summary of all Bypasses, Overflows, other situations outside Normal Operating Conditions and spills within the meaning of Part X of EPA and abnormal discharge events;
- (l) A summary of all Notice of Modifications to Sewage Works completed under Paragraph 1.d. of Condition 10, including a report on status of implementation of all modification;
- (m) A summary of efforts made to achieve conformations with Procedure F-5-1 including but not limited to projects undertaking and completed in the sanitary sewer system that result in overall Bypass/Overflow elimination including expenditures and



proposed projects to eliminate Byass/Overflows with estimated budget forecasting for the year following that for which the report is submitted; and
Any changes or updates to the schedule for completion of construction and commissioning operation of major process (es) / equipment groups in the Proposed Works

SECTION 2: Description of Facility

Capacity of Facility: 1,500 m³/d
Service Area: Town of Little Current
Service Population:
Effluent Receiver: 7 km ditch to Strawberry Channel of Lake Huron
Major Process: Facultative Lagoons – 3 cells
Aeration Lagoon – 1 cell
Facility Classification: Wastewater Treatment Class 1
Collection Classification: Collection Class 2

SECTION 3: Executive Summary

Annual average concentrations were **exceeded** for total phosphorus.

The total effluent discharge from the Sewage Treatment Plant for the year was 349,092.0m³.

The total raw sewage flow into the lagoons for the year was calculated to be 371,387.2 m³ including the hauled septage being deposited in the lagoons.

Daily average raw sewage flows were **not exceeded** during the 2022 reporting period.

There were no effluent flows through the month of August; therefore, sampling was not completed.

SECTION 4: Process Data

The facility operator collects grab samples of raw sewage and sends them to an accredited laboratory for analysis. Raw flows are calculated using flow meter values.

Raw (Influent) Sampling					
Parameter	Frequency	Method	Results		
			Min	Avg	Max
BOD ₅ (mg/L)	Quarterly	Composite – External Analysis (Lab)	13	143.75	364
TSS (mg/L)	Quarterly	Composite – External Analysis (Lab)	56	152	197
TP (mg/L)	Quarterly	Composite – External Analysis (Lab)	0.34	2.282	5.15
TKN (mg/L)	Quarterly	Composite – External Analysis (Lab)	1.5	18.05	36.5
Flow (m ³ /d)	Daily	Flow meter	533.4	1014.51	4,973.1



The facility operator collects effluent samples and sends them to an accredited laboratory for analysis. All samples are collected on a bi-weekly basis. Depending on the parameter samples are collected by a composite sampler or by taking a grab sample. **Effluent flows are based on raw flow meter calculations.**

Treated (Effluent) Sampling		
Parameter	Frequency	Method
CBOD ₅	Bi-weekly	4hr Composite – External Analysis (Lab)
TSS	Bi-weekly	4hr Composite – External Analysis (Lab)
TP	Bi-weekly	4hr Composite – External Analysis (Lab)
TAN	Bi-weekly	4hr Composite – External Analysis (Lab)
TKN	Bi-weekly	4hr Composite – External Analysis (Lab)
Nitrate	Bi-weekly	4hr Composite – External Analysis (Lab)
Nitrite	Bi-weekly	4hr Composite – External Analysis (Lab)
<i>E.coli</i>	Bi-weekly	4hr Composite – External Analysis (Lab)
Hydrogen Sulphide	Bi-weekly	Grab – External Analysis (Lab)
Temperature	Bi-weekly	Grab/Probe/Analyzer – Internal Analysis
pH	Bi-weekly	Grab/Probe/Analyzer – Internal Analysis
Flow	Daily	Equal to Raw Flow Rate

Compliance limits are based on **annual averages** for effluent concentrations.

Treated (Effluent Discharge) Sampling					
Month	CBOD ₅ (mg/L)	TSS (mg/L)	Total Phosphorus (mg/L)	pH	
	Average Eff	Average Eff	Average Eff	Min	Max
January	7	8	0.175	7.56	7.95
February	11	16	0.42	7.96	7.96
March	14	17.3	1.273	7.59	7.95
April	6	9	0.26	7.99	7.99
May	9.5	15	1.15	7.94	8.1
June	4	8.5	2.36	7.89	7.95
July	3.5	6	3.46	7.95	7.98
August	N/A	N/A	N/A	N/A	N/A
September	2	2.7	0.983	7.85	8.21
October	2	2	1.08	7.85	8.05
November	2	2	0.44	7.90	7.95
December	2	2	0.28	7.98	8.05
Min				7.56	
Average	5.682	7.818	1.15		
Max	14	19	3.62		8.21
ECA Limit	25.0	25.0	1.0	6.0	9.5
ECA Objective	20.0	20.0	0.75	6.5	8.5



Additional Effluent Monitoring Samples - Averages												
Parameter Averages	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
TAN (mg/L)	6.7	12.6	13.67	6.1	1.8	3.25	4.15	N/A	0.133	0.15	0.95	2.55
TKN (mg/L)	12.9	14	14.6	6.6	4.05	6.1	5.4	N/A	1.267	1.3	2.95	3.3
Nitrite (mg/L)	0.075	0.03	0.03	0.05	0.03	0.11	0.03	N/A	0.033	0.035	0.08	0.07
Nitrate (mg/L)	0.48	0.06	0.06	0.42	0.06	0.06	0.06	N/A	0.327	0.325	0.595	0.855
H ₂ S (mg/L)	0.02	0.02	0.02	0.02	0.02	0.02	0.02	N/A	0.02	0.02	0.02	0.02
E.Coli (CFU/100ml)	534.5	54000	18672	420	10	4.472	6.325	N/A	10.39	6.325	3.464	3.464
Temp	1	0.5	0.75	6	11	19	22	N/A	17.7	10	8	5
Conductivity (uS/cm)	721	628	682	725	738	763	732	N/A	709	708	732	706

* E.coli average is calculated as a geometric mean

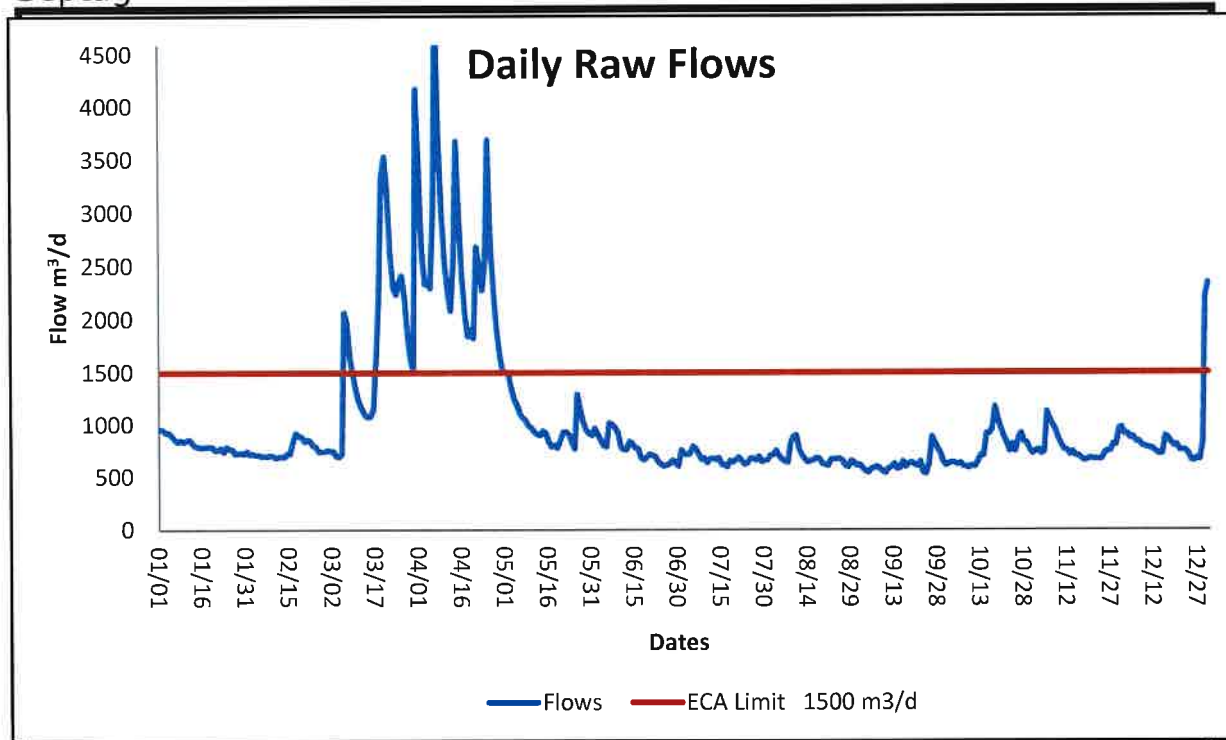
The raw and effluent parameters specified in the above table are analyzed by SGS Lakefield Research, an accredited laboratory located in Lakefield, Ontario.

Flow Volumes					
Month	Total Volume Raw (m ³)	*Total Volume septage (m ³)	Avg Daily Flow Raw (m ³ /d)	Peak Daily Flow Raw (m ³ /d)	Discharge Volumes Treated (m ³)
January	25157.9	6.6	811.55	956	25157.9
February	21308	5.5	761	923.3	21308
March	56158.9	16.4	1811.58	4177.1	56158.9
April	77840.9	88.2	2594.7	4973.1	77840.9
May	31312.5	134.1	1010.08	1507.6	31312.5
June	22972.9	180.0	765.76	1018.3	22972.9
July	20967.4	152.7	676.37	793	20967.4
August	21202.6	210.5	683.95	898.2	No effluent flows
September	18674.9	108.2	622.5	888.5	18674.9
October	23803	58.6	767.84	1173	23803
November	23335.3	101.8	777.84	1127.1	23335.3
December	27560.3	30.0	889.04	2345.5	27560.3
Total	370,294.6	1,092.7			349,092.0
Average			1,014.51		
Maximum		210.5		4,973.1	

*Septage monthly volumes provide to OCWA by the Municipality. Septage was recorded from Wally's Septic Service and Shaws Septic Service in gallons and converted to m³ by OCWA.



Septage volumes are not included in the below chart.



Year	Total Raw Sewage Flow m ³ /d	Avg Day Sewage Flow m ³ /d	Max Day Sewage Flow m ³ /d	Avg Day % of rated capacity 1,500 m ³ /d
2022	371,387.2	1,014.51	4,973.1	67.6%
2021	449,414.7	1,231.27	3,585.3	82%
2020	526,460.6	1,438.42	5,517.5	155%
2019	565,966	1,549.7	7,917	167%
2018	443,034	1,213.79	2,553	131 %

The annual average flows measured into the sewage lagoon did not exceed the specified rated capacity of the facility for the year; although, there were higher than normal flows occurring through the months of March and April.

The average raw annual daily sewage flows (1014.51 m³/d) did not exceed the rated capacity of the facility (1,500 m³/d) and measured 67.6% of the rated capacity. Peak flows were measured as high 4,973.1 m³/d, this was approximately 331% of the rated capacity. The 2022 sewage flows showed slight decrease from 2021. Historically, the average sewage flows have exceeded the rated capacity. It has been identified through annual inspections of manholes that there is some infiltration occurring in the joints of the manholes when ground water levels rise. It is expected the Municipality will revisit the issue of manholes in 2023.



The total raw sewage flow into the lagoons for the year was calculated to be 371,387.2 m³.

The annual average for total phosphorus exceeded the limit and objective specified in the ECA. All other parameters were within compliance. All pH values remained within the compliance and objective limits at all times. The objective limits specified in the ECA were met more than 50% of the time during the 2022 operating year. The operator did not observe a visible film, sheen, foam or discoloration on the receiving waters nor did he notice floating or settleable solids.

A total volume of 349,092.0 m³ was discharged in 2022.

In an effort to meet the effluent objectives, the lagoon is treated with Ferric Sulphate on a continuous basis. As well, batch treatments can be performed if needed.

Based on the above monitoring program and sampling records, the sewage works provided adequate treatment while providing a quality effluent.

SECTION 5: Facility Upsets & Non Compliances

Phosphorous levels were above the prescribed limit on multiple occasions throughout the year and ended with an overall average above compliance limits. Levels peaked through summer and have come down considerably since then.

Process was operated by adjusting lagoon levels in each cell and altering ferric dosing levels. Additional sampling took place in order to better find a solution for the high phosphorous levels. Sample dates/results:

Total Phosphorous results in mg/L

Date	Cell 1	Cell 2	Cell 3
06-Apr	0.05-0.24	0.18-0.21	0.19
09-Jun	1.79-18.2	1.06-1.16	0.55-1.96
21-Jul	3.28-3.34	0.74-3.67	2.88-3.31
15-Sep	7.59	1.26	1.87
21-Oct	5.24	1.96	1.09
27-Oct	5.63	1.92	0.78

Sampling was not conducted on April 28, 2022 for effluent sampling. There was a bypass occurring at the time the sample was required and it is believed the operator's attention was on the spill. Samples were taken of the bypass incident.

On August 4 and August 18, 2022, levels in the lagoons were so low that discharge was not occurring. As such, samples were not taken as scheduled.

During the 2022 year there were three overflow/bypass events: March 31, April 6 and April 24.



March 31 – Heavy rains where pumps were unable to keep up. Pumper trucks were called onsite, Cl₂ pucks were used for dechlorination and samples were taken as required. Approximately 1 m³ went into the North Channel of Lake Huron and the bypass lasted approximately 5 hours.

April 6 – Heavy rains where pumps were unable to keep up. Pumper trucks were called onsite, Cl₂ pucks were used for dechlorination and samples were taken as required. Approximately 1 m³ went into the North Channel of Lake Huron and the bypass lasted approximately 10 hours.

April 24 – Torrential downpour where pumps were unable to keep up. Pumper trucks were called onsite and samples were taken as required. Approximately 69 m³ went into the North Channel of Lake Huron.

Copies of the incident reports can be found in [Appendix A](#).

SECTION 6: Maintenance

Plant maintenance is monitored using a Work Management System (WMS). Effluent monitoring equipment was calibrated as required in [2022](#). The flow meter was verified on May 19, 2022, and passed; the verification record is maintained on site and electronically on the OCWA Hub server. Maintenance and verification reports are attached as [Appendix B](#).

SECTION 7: Sludge

Currently, sludge volumes are unknown. The Operating Authority has estimated current sludge volumes in each cell as follows:

Cell #1 12,000m³
Cell #2 10,000 m³
Cell #3 3,050 m³
Cell #4 0.0 m³

SECTION 8: Complaints

There were no community complaints in the [2022](#) reporting year

SECTION 9: Other

Some routine high pressure sewer cleaning was completed in a few problem areas. There was no additional work completed in the sanitary sewer system in [2022](#). There was no work that required the use of an LOF.



There were a number of deviations from the sampling dates for 2022; these deviations were listed in **SECTION 5: Facility Upsets & Non Compliances**. A copy of the 2023 monitoring schedule is attached as **Appendix C**.

Septage was deposited at the lagoon by 2 separate companies. Volumes for each can be found in **Appendix D**.

**Ministry of the Environment,
Conservation and Parks**

Drinking Water and Environmental
Compliance Division, Northern Region
Sudbury District, Sudbury Office
199 Larch Street
Suite 1201
Sudbury ON P3E 5P9
Tel.: 705 564-3237
Toll Free: 1-800-890-8516
Fax: 705 564-4180

**Ministère de l'Environnement, de la Protection de
la nature et des Parcs**

Division de la conformité en matière d'eau potable
et d'environnement, Direction régionale du Nord
District de Sudbury, bureau de Sudbury
199, rue Larch
Bureau 1201
Sudbury ON P3E 5P9
Tél. : 705 564-3237
Numéro sans frais: 1-800-890-8516
Télééc. : 705 564-4180

March 21, 2023

Mr. Dave Williamson, CAO
14 Water Street East
P.O. Box 608
Little Current, ON P0P 1K0

Dear Mr. Williamson:

Attached is the annual inspection report for the Little Current Drinking Water System.

A new report format is in use for MECP inspections which may cause some confusion. Please note the following:

- There are two non-compliance situations, which require action before April 28, 2023.
- A description of the components of the drinking water system can be found in Appendix E.
- "Best Practice" recommendations are outlined in Appendix F. This Summary is included not as a regulatory review but to encourage greater effectiveness in drinking water system operations.
- The Inspection Rating Record is normally attached to the inspection report but will be sent separately within approximately one month.

Section 19 of the Safe Drinking Water Act (Standard of Care) creates obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware the Ministry has encouraged such individuals, particularly municipal councillors, to take steps to be better informed about drinking water systems over which they have decision-making authority. These steps could include asking for a copy of this inspection report and a review of its findings. Further information about Section 19 can be found in *"Taking Care of Your Drinking Water: A guide for members of municipal council"* found under "Resources" on the Drinking Water Ontario website at www.ontario.ca/drinkingwater.

Your staff's cooperation during the inspection was appreciated. Please feel free to contact me at 705 929-7029 should you have questions.

Sincerely,

M. Spinney

Maureen Spinney
Water Inspector
Sudbury District Office

cc. Mr. B. Hawkins, PHSD



LITTLE CURRENT DRINKING WATER SYSTEM
63 MEREDITH ST E, NORTHEASTERN MANITOULIN AND
THE ISLANDS, ON, P0P 1K0
Inspection Report

System Number: 220002191
Entity: THE CORPORATION OF THE
TOWN OF NORTHEASTERN
MANITOULIN AND THE ISLANDS
ONTARIO CLEAN WATER
AGENCY
Inspection Start Date: 01/17/2023
Inspection End Date: 03/20/2023
Inspected By: Maureen Spinney
Badge #: 467
Inspected By: Marnie Managhan
Badge #: 718

Maureen Spinney
(signature)

NON-COMPLIANCE/NON-CONFORMANCE ITEMS

The following item(s) have been identified as non-compliance/non-conformance, based on a "No" response captured for a legislative or best management practice (BMP) question (s), respectively.

Question Group: Other Inspection Findings

Question ID	MRDW1061001	Question Type	Legislative
Question: Are logbooks properly maintained and contain the required information?			
Legislative Requirement	SDWA O. Reg. 128/04 27 (1); SDWA O. Reg. 128/04 27 (2); SDWA O. Reg. 128/04 27 (3); SDWA O. Reg. 128/04 27 (4); SDWA O. Reg. 128/04 27 (5); SDWA O. Reg. 128/04 27 (6); SDWA O. Reg. 128/04 27 (7);		
Observation/Corrective Action(s) Logbooks were not properly maintained and/or did not contain the required information. DWI notes the e-log is typically completed with appropriate information. On August 9, 2022, data provided indicates chlorine residual dropped to 0.15mg/l. The situation appeared to take approximately 4 hours to be resolved according to SCADA trending provided. CT appears to have been achieved. No details were found in logs. By April 28, 2023, provide to the undersigned provincial officer, details regarding this event on August 9, 2022, and written assurances that in the future operators will take efforts to log such information. Please also see Item 12 of Appendix F.			

Question ID	MRDW1115001	Question Type	Legislative
Question: Were the inspection questions sufficient to address other non-compliance items identified during the inspection period?			
Legislative Requirement	Not Applicable		
Observation/Corrective Action(s) The following instance(s) of non-compliance were also noted during the inspection:			

DWI notes Schedule E of the MDWL requires the use of pressure decay testing in order to monitor the integrity of the membranes. Following installation of new membranes in December of 2021, the operator indicates pressure decay testing did NOT occur normally. At this plant testing is done manually, but since unit was not functioning the testing did not occur. It is noted that the membranes were tested at commissioning and would typically be tested every 6 months. OCWA was instructed to purchase new equipment.

By April 28, 2023, the operating authority is required to provide to the undersigned Provincial Officer written assurances of the following:

- The pressure decay testing equipment is onsite,
- The results of membrane decay tests,
- A work order for pressure decay testing at appropriate interval is in place.

Question ID	MRDW1116001	Question Type	BMP
Question:			
Were the inspection questions sufficient to address other identified best practice issues?			
Legislative Requirement	Not Applicable		
Observation/Corrective Action(s)			
The following issues were also noted during the inspection:			
DWI notes Best Practices issues are listed in Appendix F.			

Appendix F

Little Current Drinking Water System – Best Practice Recommendations

1. Operators should continue to monitor for accuracy of auto-calculated filter efficiency levels and include such information in logbook. As a minimum, month end evaluations are necessary given that a failure to meet the 99% efficiency level per filter is reportable within 72 hours of the end of the month.
2. Consider updating the disinfection SOP to include directions for operators to update automated CT calculator with appropriate parameters or manually calculate CT achieved vs required. CT values need to be included in e-log. Pictures of calculations can be attached to the e-log.
3. In July 2021, the permeate pumps failed and a State of Emergency declared due to low water levels. It was determined that the vacuum priming system required replacement. The vacuum priming pump is on site at the plant but has yet to be installed. The operating authority indicates a contractor hasn't established an install date. It is recommended that installation of the vacuum priming system occur as soon as reasonably possible.
4. Efforts should be made to identify the location of the sludge tank effluent pipe and the effectiveness of the current configuration given that there were some difficulties in operations during high lake levels. If the pipe location is in the lake/channel the location and condition of pipe should be examined during the next diver's inspection of plant intake.
5. Operators must take note that a public complaint regarding a suspected HAB will trigger:
 - OCWA's notification process to the Ministry and Health Unit.
 - Increased sampling (raw and treated sampling and analysis) per the MDWL.
6. Flow meter readings must be added together for total daily flow of raw water. The instantaneous flow reading can include one pump or both pumps. If takings are close to maximum allowed under the Permit To Take Water (PTTW), operator should monitor closely and document findings.
7. OCWA pursues a conservative calibration frequency of once per month. Calibration of analyzers was missed during the month of July 2022. Calibration of analyzers scheduled for August was completed in September.
8. Schedule C, of the MDWL requires at least annual checking and where necessary calibration of "any measuring instrumentation" that forms part of the monitoring system for CT. It is recommended that a work order be generated yearly to ensure this is fully achieved and recorded.

9. The Operating Authority and the Municipality should examine necessity of backflow prevention devices in the distribution system at Spider Bay marina and downtown docks to help protect municipal drinking water supply.

10. Chemical storage in plant must be accomplished in a safe manner to avoid health & safety issues and potential environmental issues. The pandemic situation resulted in larger quantities of product being stored in an already small chemical room. Storage areas require review/action including the following items:

- Cleaning out the generator room.
- Ensuring outside doors seal properly.
- Review area next to the north facing door with old batteries and dry chemicals.
- Chemical room storage area and configuration.
- Chemical room air quality alarms.

11. During the warmer months while the zebra mussel system is in use, the operator will take samples from the dock area next to the raw water pumphouse as opposed to turning off the zebra mussel system then necessarily flushing out the sample line. Results from dock area may not be representative of raw water entering the plant. When plant updates are implemented, a separate raw water sample line should be installed.

12. Condition 16 of Schedule B of the MDWL requires the operations manual contain a description of processes used to achieve primary and secondary disinfection and worst case CT calculations. The operations manual does contain a standard operating procedure (SOP) outlining a worst case scenario CT calculation, however the presence of a bypass valve prior to clearwell resulted in an SOP for worst case scenario CT calculations that only included the contact tank.

On August 9, 2022, chlorine levels in the contact tank dropped to 0.15mg/l. The contact tank alone was just sufficient to meet CT requirements. This incident highlights the usefulness of assessing how to achieve CT using both the contact tank and the clearwell.

It is highly recommended that the operating authority assess and make changes to the CT standard operating procedure including,

- Determine if the bypass valve can be locked out. It is noted that such a bypass has not been previously necessary.
- Update SOP to include "normal" circumstances, where bypass valve remains locked and CT calculations will include contact tank and clearwell. Within SOP, provide description of flow and how primary and secondary disinfection are achieved and direction to operators regarding how to calculate CT during "normal" circumstances. Consulting engineering assistance may be necessary as this SOP will be submitted to MECP Permissions Branch.

- Update SOP to include “abnormal” circumstances where the bypass valve is unlocked, ORO is notified and CT calculations will ONLY include the contact tank. Within SOP, provide description of flow and how primary and secondary disinfection are achieved and provide direction to operators regarding how to calculate CT during “abnormal” circumstances.

Re: Manitoulin/North-Shore Slow Moving Vehicle Sign Campaign

December 7, 2022

The agriculture industry in the Manitoulin/North-Shore generates \$18 million in annual farm cash receipts and contributes \$60 million to the annual provincial GDP. The 112,000 acres farmed in the area support over 1,000 jobs across the province. The Manitoulin/North-Shore Federation of Agriculture (MNSFA) represents over 190 of these farms and advocates on behalf of their needs and interests.

A major concern for farmers across Ontario is farm equipment on the roads and ensuring the safety of motorists and farmers while equipment is making trips from farm to field. Apart from the speed of farm equipment on the road, the equipment and farmer also have significant blind spots and can make very wide turns, posing unexpected surprises to drivers who are passing. The OFA is currently championing a provincial farm safety campaign and the MNSFA would like to complement those efforts within the region. This would also build upon efforts in Algoma and Nipissing, which focus on billboards and roadside signs in high-farm traffic areas (pictured here).

The MNSFA would like to work with local townships to install SMV roadside signs along roads with high farm traffic. To do so, MNSFA is asking any township interested in participating contact MNSFA by February 10, 2023. Sign costs will be subsidized by MNSFA and the dollar amount will be determined by the number of townships interested in signage & the number of signs necessary. The MNSFA is also happy to work with townships to identify high-farm traffic areas. Please contact Steph Vanthof at stephanie.vanthof@ofa.on.ca or 705-622-6049 with any questions or to participate.

Sincerely,

Mike Johnston
Mike Johnston

President, Manitoulin/North-Shore Federation



Pam Cress

To: Dawn Orr
Subject: RE: Hello

Hi Dawn,

Just want to say that it was very nice of Mayor MacNevin to give me the certificate of appreciation (by zoom) at the Museum meeting this week. I really hope to see the museum expand and introduce more new things that can expand the local history of NEMI. The museum is the perfect opportunity to help preserve history that can so easily be lost if we miss these chances. Anyway, thanks so much for remembering me and our family, all of whom helped to establish the museum in the first place.

Hope to be able to see you sometime soon.
Marjorie

MINUTES
COMMUNITY POLICING ADVISORY COMMITTEE MEETING
Wednesday 8 March 2023
CENTRAL MANITOULIN COUNCIL CHAMBERS, MUNICIPAL OFFICE,
MINDEMOYA ON
7:00 P.M.

PRESENT: Insp. Megan MORIARITY - OPP
Al BOYD - NEMI
Jack BOULD – Gordon / Barrie Island
Bryan BARKER– Billings
Kelly CHAYTOR – Gore Bay
Frank KLODNICKI – Assiginack
Kim Johnson - Burpee/Mills
Steve SHAFFER – Central Manitoulin

REGRETS: Steven WOOD - Tehkummah

PUBLIC: Tom SASVARI – Manitoulin Expositor

Minutes Taken by Kelly CHAYTOR – Gore Bay

CALL MEETING TO ORDER

Al BOYD, chairperson called the meeting to order at 7:02 p.m. Al Boyd welcomed all the members of CPAC to the meeting. Al BOYD confirmed minutes of the meeting will be taken by Kelly CHAYTOR.

ADOPTION OF AGENDA

Al BOYD asked if there were any changes to the agenda or additions for this meeting. None were presented.

Moved by Steve SHAFFER and seconded by Kim JOHNSON that the agenda be adopted. CARRIED.

ADOPTION OF MINUTES

Al BOYD asked if everyone received the minutes of the last meeting 11 Jan 23 and if there are any additions, corrections, or changes. Correction to Jack Bould name from Gould. Correction to Deputy Chair paragraph to correct SHE to HE. Frank KLODNICKI advised in Round Table under Assiginack correct to Cardwell Street to Michael's Bay Road.

Al BOYD asked for motion to move the corrections to the minutes.

Moved by Frank KLODNICKI and seconded by Jack BOULD that the agenda be adopted. CARRIED.

BUSSINESS ARISING

WELCOME

Al BOYD started the meeting by welcoming all members to the meeting. Members including Inspector MORIARITY introduced each other around the table to Kim JOHNSON who was absent at last meeting.

CPAC TRANSITION TO POLICE SERVICES BOARD

Al BOYD advised changes to CPAC could be seen in the Fall of 2023. Information will be shared as soon as that is available to the members of CPAC.

OPP SPEED RADAR SIGN REQUESTS

Al BOYD asked if any communities were interested in OPP speed radar and if they are to please reach out to Officer Mike PATTERSON or Inspector MORIARITY

NEW BUSINESS

OPP DETACHMENT COMMANDER'S COMMENTS

Inspector MORIARITY advised January & February Police Service Board Reports were emailed on March 1 2023. Police Services Board Report for Manitoulin Cluster were provided to committee members; she advised that these reports do not include Provincial highways. Reports do not include all calls just basic criminal calls. Inspector asked if there were any questions in relation to the reports hearing none. Inspector MORIARITY also handed out Calendars with municipal billing details, along with recruitment cards.

SUMMER OPP & MARINE OPERATONAL PLANS FOR MANITOULIN

Al BOYD advised if any communities are having events and would like to let Inspector MORIARITY know prior to event to do so as this will assist in the scheduling of staff. Inspector MORIARITY advised committee members of OPP's Marine Unit that in the past was patrolled by one officer however this year there are multiple officers trained for the Marine unit now. Inspector MORIARITY also asked if communities could advise of any water events happening the Marine Unit should be aware of. Steve SHAFFER advised Mindemoya will be having a Splashzone water park on lake Mindemoya for the months of July and August. Kelly CHAYTOR also advised Gore Bay will be hosting the Splash N Go Adventure park for the second year during the months of July and August.

ROUND TABLE

Steve SHAFFER – Central Manitoulin – No community concerns brought forward

Kelly CHAYTOR - Gore Bay – No community concerns brought forward Side not e- to Inspector MORIARITY that community service officer HILL has been noted attached Charles C. McLean public school and the kids were excited to have him be there and take part in recess with some of them.

Jack GOULD – Gordon/Barrie Island – No community concerns brought forward

Frank KLODNICKI – Assiginack – No community concerns brought forward

Bryan BARKER – Billings – Advised community is having a meeting to address the parking at the falls in Kagawong. Inspector MORIARTY advised to reach out to Officer PATTERSON to assist in matter if needed. Community is also looking into the possibility of painted lines by the falls on the no parking zones. Concerns of parking and pedestrians jaywalking across highway from candy store in Kagawong heading to Gore Bay. Another concern is April smelt run season; at the river that comes into Kagawong from the North Channel at Mudge Bay by the town office. Concern is of when people gather here and partake in alcohol consumption and trespassing.

Kim JOHNSON – Burpee/Mills – No community concerns brought forward

AL BOYD – NEMI – No community concerns brought forward. Brought attention to the Ministry of Natural Resources and Forestry proposal to make amendments to Ontario Regulation 161/17 under the Public Lands Act regarding the use of floating accommodations and camping on water over public lands in Ontario.

FINAL REMARKS

Inspector MORIARTY noted that police vehicles are having cameras installed along with body cameras on officers. AL also asked if Inspector could share Lifesaver project update to municipal members at next meeting.

MEETING AJOURNED

Meeting was adjourned at 7:55 pm

Moved by Bryan BARKER and seconded by Kim JOHNSON
Carried

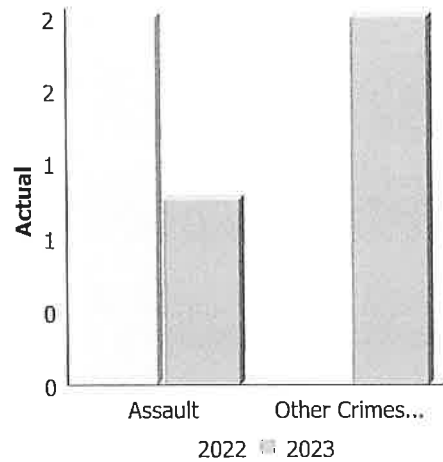
DATE and TIME OF NEXT MEETING.

Wednesday May 10, 2023 – 7 p.m., Central Manitoulin Council Chambers Mindemoya

Police Services Board Report for Northeastern Manitoulin and the Islands
Records Management System
February - 2023

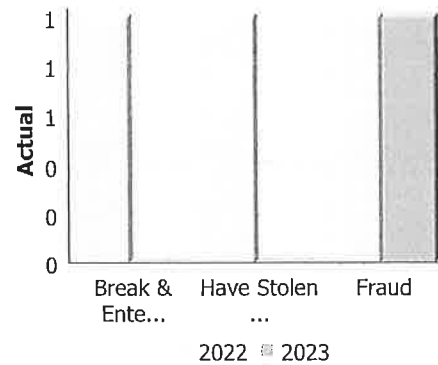
Violent Crime

Actual	February			Year to Date - February		
	2022	2023	% Change	2022	2023	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	0	0	--	0	1	--
Assault	2	1	-50.0%	3	4	33.3%
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	0	2	--	1	2	100.0%
Total	2	3	50.0%	4	7	75.0%



Property Crime

Actual	February			Year to Date - February		
	2022	2023	% Change	2022	2023	% Change
Arson	0	0	--	0	0	--
Break & Enter	1	0	-100.0%	1	2	100.0%
Theft Over	0	0	--	0	0	--
Theft Under	0	0	--	1	1	0.0%
Have Stolen Goods	1	0	-100.0%	1	0	-100.0%
Fraud	1	1	0.0%	1	2	100.0%
Mischief	0	0	--	0	1	--
Total	3	1	-66.7%	4	6	50.0%



Drug Crime

Actual	February			Year to Date - February		
	2022	2023	% Change	2022	2023	% Change
Possession	0	0	--	0	1	--
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
Total	0	0	--	0	1	--



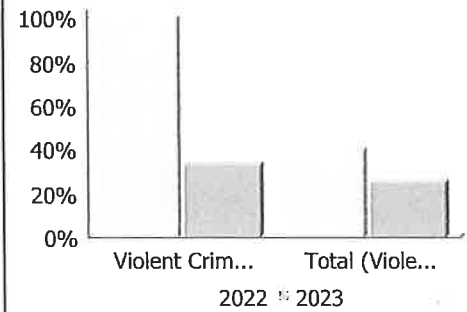
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Area code(s): 4048 - Northeastern Manitoulin & the Is
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Report Generated by: Ferguson, Carol A.

Report Generated on:
 Mar 1, 2023 10:34:00 AM
 PP-CSC-Operational Planning-4300

Police Services Board Report for Northeastern Manitoulin and the Islands
Records Management System
February - 2023

Clearance Rate

Clearance Rate	February			Year to Date - February		
	2022	2023	Difference	2022	2023	Difference
Violent Crime	100.0%	33.3%	-66.7%	100.0%	71.4%	-28.6%
Property Crime	0.0%	0.0%	0.0%	25.0%	0.0%	-25.0%
Drug Crime	--	--	--	--	0.0%	--
Total (Violent, Property & Drug)	40.0%	25.0%	-15.0%	66.7%	35.7%	-31.0%



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 4H - MANITOULIN (Little Current)

Location code(s): 4H00 - MANITOULIN (Little Current)

Area code(s): 4048 - Northeastern Manitoulin & the Is

Data source date:
2023/02/25

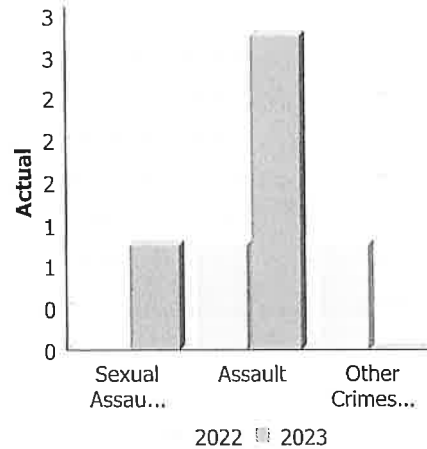
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Ferguson, Carol A.

Report Generated on:
Mar 1, 2023 10:34:00 AM
PP-CSC-Operational Planning-4300

Police Services Board Report for Northeastern Manitoulin and the Islands
Records Management System
January - 2023

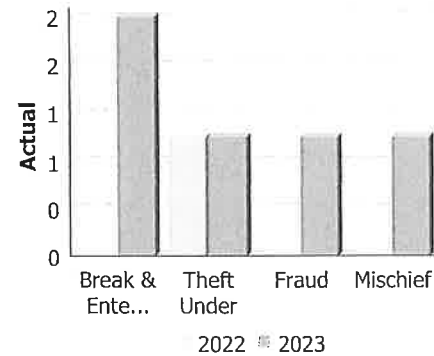
Violent Crime

Actual	January			Year to Date - January		
	2022	2023	% Change	2022	2023	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	0	1	--	0	1	--
Assault	1	3	200.0%	1	3	200.0%
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	1	0	-100.0%	1	0	-100.0%
Total	2	4	100.0%	2	4	100.0%



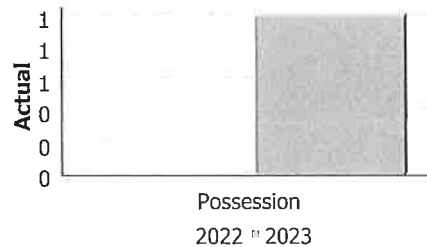
Property Crime

Actual	January			Year to Date - January		
	2022	2023	% Change	2022	2023	% Change
Arson	0	0	--	0	0	--
Break & Enter	0	2	--	0	2	--
Theft Over	0	0	--	0	0	--
Theft Under	1	1	0.0%	1	1	0.0%
Have Stolen Goods	0	0	--	0	0	--
Fraud	0	1	--	0	1	--
Mischief	0	1	--	0	1	--
Total	1	5	400.0%	1	5	400.0%



Drug Crime

Actual	January			Year to Date - January		
	2022	2023	% Change	2022	2023	% Change
Possession	0	1	--	0	1	--
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
Total	0	1	--	0	1	--



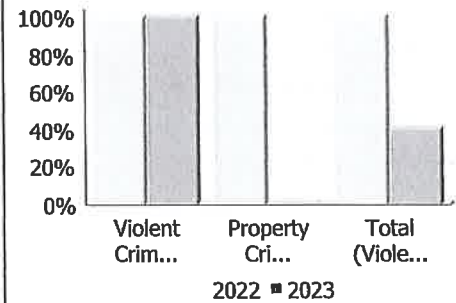
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PP-CSC-Operational Planning-4300

Police Services Board Report for Northeastern Manitoulin and the Islands
Records Management System
January - 2023

Clearance Rate

Clearance Rate	January			Year to Date - January		
	2022	2023	Difference	2022	2023	Difference
Violent Crime	100.0%	100.0%	0.0%	100.0%	100.0%	0.0%
Property Crime	100.0%	0.0%	-100.0%	100.0%	0.0%	-100.0%
Drug Crime	--	0.0%	--	--	0.0%	--
Total (Violent, Property & Drug)	100.0%	40.0%	-60.0%	100.0%	40.0%	-60.0%



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 4H - MANITOULIN (Little Current)

Location code(s): 4H00 - MANITOULIN (Little Current)

Area code(s): 4048 - Northeastern Manitoulin & the Is

Data source date:
2023/02/18

Report Generated by:
Ferguson, Carol A.

Report Generated on:
Feb 22, 2023 7:50:18 AM
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2022 Fourth Quarter Activity Report March 16, 2023

The following is the most recent consolidated Quarterly Report that the DSB will be sending to member municipalities and posting on the public website. Expect Quarterly Reports in February, May, September, and November of each year.

The program statistics are provided separately and updated monthly. They are available on the website by clicking the following link: [Monthly Program Statistics](#)

CAO Overview

The DSB 2022 Fourth Quarter (Unaudited) Financial Report was presented to the Board and projects a year-end municipal **surplus of \$963,534**. Ontario Works is forecasted to be underspent by \$41,915. Children's Services expenses are forecasted to be on budget. Community Housing is forecasted to be under budget by \$730,586. Paramedic Services is forecasted to be over budget by \$164,743. Interest revenue on non-reserve accounts is forecasted to be \$355,777 more than budgeted.

The DSB quarterly financial reports are available on the DSB website by clicking the following link: [Quarterly Financial Reports](#).

Paramedic Services

COVID-19 Pandemic Recovery

In conjunction with Public Health agencies, Paramedic Services have moved from a "Response" to a "Recovery" framework. This includes but not limited to ongoing participation and advocacy regarding vaccination and preparing for COVID-19 long term resurgence for years to come.

Community Paramedicine Long-Term Care

Our CP Team has not been immune from the impacts of the recovery from COVID-19. The service has issued an external posting for 2 Full-Time Community Paramedics to replace recent departures and expects to have those filled by late February. The team has over 160 rostered patients in our communities and continues to effectively collaborate and enhance capacity for the home and community care sector.

Ministry of Health Ambulance Service Review

The service has received our preliminary report outlining the team's findings and whether (or not) the service has satisfied all requirements to be certified as a land ambulance operator in the province of Ontario. The team commended our service for our preparation for the review as well as our Quality Assurance and Continuous Quality Improvement programs. While we acknowledge that this review was a departure from previous process as it was completed virtually, the team identified only 2 findings and both were related to our response time challenges. A letter of response from our service to the Ministry of Health was drafted and sent to the Ministry within the 30 day requirement and we now await a final follow-up meeting to complete the review process. It is important to note that the DSB has already received our 3-year license to operate an ambulance service in advance of our follow-up meeting with the Ministry of Health.

Winter Recruitment

Due to our ongoing and unprecedented staffing pressures, Paramedic Services is holding a winter recruitment intake in December as we have had a measure of interest from candidates for our "open" posting. We are hoping to add up to 7 new Regular Part-Time employees this round which should help alleviate some of our staffing pressures.

Children's Services

In the fourth quarter, the average enrollment in licensed child care was 529 children, 422 full fee and 107 subsidized. Compared to last quarter there has been a 3.2% decrease and compared to last year at this time, enrollment has increased by 8%.

The number of total visits to EarlyON Child & Family Centres by parents/caregivers and children was 2377, and the total activity kits provided was 132. Compared to last quarter the number of visits increased by 18.2%, activity kits provided decreased by 73%. Compared to last year at this time, number of visits increased by 140% and activity kits provided decreased by 80%.

During the height of the pandemic families could not attend at the EarlyON sites, however, now that EarlyON staff are back in their sites full time, EarlyON Centres are encouraging families to attend in person and participate in group activities as opposed to providing activity kits.

Canada-Wide Early Learning and Child Care System (CWELCC)

On behalf of Service Managers, OMSSA sent a letter dated [November 23, 2022](#), to the Ministry of Education's Assistant Deputy Minister, Holly Moran, related to early years and child care workforce retention and recruitment issues.

The primary concerns are the workforce challenges in early years programs and childcare sector. The lack of staffing is leading to room closures, many programs do not have the capacity to increase spaces to keep up with the demand.

The letter provides several potential solutions for the Ministry of Education to consider, including improved communication between the Ministry and Service Managers, prioritizing the recruitment and retention of child care workforce, and a child care expansion and growth plan.

OMSSA is additionally advocating within the letter that additional notice regarding the funding formula change for 2024 would be helpful to support planning. Service Managers want to work in partnership with the Minister of Education to ensure increased affordability, access, equity and quality to children's services.

2023 Funding / Canada Wide Canada-Wide Early Learning and Child Care System (CWELCC) Guidelines 2023

The [Early Years and Childcare Funding](#) approach will remain unchanged from 2022 for 2023 while the Ministry develops a new Child Care Funding Formula (CCFF), which aims to integrate the current approach for allocating child care funds with the new [Canada-Wide Early Learning and Child Care \(CWELCC\) program](#).

The Ministry is introducing a 5% holdback on the allocations, including CWELCC, which will be released after the ministry review of the 2023 Financial Statements reporting and reconciliation process.

The 2023 CWELCC Fee Reduction and Workforce Compensation allocation increased by \$1, 333, 565. Service providers will receive funding to further reduce their fees by an additional 37% to a minimum daily rate of \$12/day. The Manitoulin Sudbury DSB will provide a cost escalation adjustment of 2.75% to all enrolled Service Providers. This funding can address operating cost increases such as salaries and wages, benefits, operations, and accommodations.

Fee subsidy and parental contribution reduction for eligible children will decrease by an additional 25%. In 2023, funding will be provided to support workforce compensation for eligible RECE staff to receive an annual increase of \$1/hour, to a maximum of \$25/hour and RECE program staff will move to a base wage of \$19/hour and \$21/hour for RECE child care supervisors and home child care visitors.

Funding devoted to the Canada-Ontario Early Childhood and Workforce Agreement, for the retention and recruitment of high-quality child care and early years workforce was received in the amount of \$144, 123 for the period of January – March 2023.

Also included is the renewed Canada-Ontario Early Learning and Child Care (ELCC) Agreement, to support child care and early years program delivery. The Manitoulin-Sudbury DSB has received an additional \$72, 588 for Child Care and \$181, 967 for EarlyON. The Ministry will continue to provide a one-time transitional grant, to help offset

the 5% administration threshold and continue to help offset a portion of the 50/50 administration cost share. The amount of the transitional grant is \$414,902.

New funding has been allocated to EarlyON Child and Family Centres for mental health supports which will leverage and enhance existing mental health resources and capacity building strategies. This allocation is in the amount of \$29, 066.

Access and Inclusion Framework and Notional Space Targets

A [memo](#) was received from the Ministry of Education dated December 19, 2022. The memo outlines that the vision for the CWELCC system in Ontario is that more families have access to high quality, affordable, flexible, and inclusive early learning and child care.

Under the agreement with the Government of Canada, Ontario has been funded to support the creation of 86, 000 new licensed child care spaces (relative to 2019) by December 2026. Since 2019, 33,000 new spaces have become operational. This leaves 53, 000 new spaces to be created over the course of the CWELCC agreement. The Ministry has prioritized creating affordable child care spaces in communities with populations who need them most. The focus will be given to resolving longstanding issues related to equity of access and inclusion.

The Ministry has developed an Access and Inclusion Framework to with an increased focus on access as it relates to inclusion. As a first step, Service System Managers have been asked to review their estimated space expansion targets and identify priority neighbourhoods for CWELCC funding. The 5-year (2022-2026) space allocation for the Manitoulin Sudbury District is 183. The school-based allocation is 10 and community-based allocation is 173.

Eligible Service Providers will be able to receive a grant covering up to \$90 per square foot of a new or expanded spaces with a cap up to \$350K for every 50 child care spaces created. The ministry will allocate funding for the 2023-24 capital start-up grants to Service System Managers using the CWELCC child care allocation formula. Service system managers will distribute the grants to licensed Service Providers in accordance with funding guidelines.

Ontario Works

In the fourth quarter of 2022, the Ontario Works/Temporary Care Caseload average was 487. Compared to last year at this time, the caseload has increased by 0.2%.

On October 20th, 2022, the Ontario Municipal Social Services Association (OMSSA) held an in-person meeting during which the members discussed issues related to Social Assistance Renewal, Employment Services Transformation, and the Centralized Intake Rollout, with the Centralized Intake Rollout being the most pertinent issue.

Previously, all applications were processed by staff at the local office, centralized intake is the new model for onboarding clients to Ontario Works (OW) which has opened 3 new avenues for OW application and eligibility determination with the goal to have most applications processed by the Intake and Benefits Administration Unit (IBAU). In November of 2022, a [letter](#) was composed by OMSSA addressed to Denise Allyson Cole, the Deputy Minister of the Ministry of Children, Community and Social Services (MCCSS), regarding the identified concerns as follows:

- 45%-55% of applications are being referred to the local office for processing when the original goal was to have 70% completed by the IBAU.
- The client experience is not streamlined, they are having to repeat their story many times, and turnaround time for connection to services is not happening as quickly as expected through Centralized Intake.

Many potential solutions were proposed for MCCSS consideration such as:

- Increase in resources and training at the IBAU.
- Consider assigning IBAU workers to a specific geographic location.
- Restore the Joint Project Team table to ensure clear communication between the province and local municipalities.
- Consider pausing centralized intake to evaluate and fix outstanding issues before moving forward.
- Consider simplifying the over 800 rules related to OW.
- Expand the auto-grant process to include all application types therefor alleviating all application obligations for local offices.

As a continuance of the [memo](#) shared with all Employment Ontario partners on December 1st, 2021, an updated report was shared on November 28th, 2022 identifying recipients of Ontario Works who had also received the Canada Recovery Benefit (CRB) at one time, up to end of November 2022. These reports will continue to be provided to Ontario Works Case Managers monthly along with information on how to connect social assistance clients with employment related services to proactively support CRB beneficiaries in their return to work.

Employment Ontario

The Employment Services (ES), Youth Job Connect (YJC) and Youth Job Connect Summer (YJCS) programs continue to be advertised and delivered from the Chapleau office.

As of December 31st, 2022:

- 12 participants enrolled in the YJCS program, 4 of which are working toward education and/or training and 8 who are now employed.

- 3 participants enrolled in the YJC program, 1 has obtained part time employment and 2 have obtained full time employment.
- 957 individuals and 31 employers were assisted by Employment Services.

Community Housing

Waiting list (Applicants)

Total applications at end of the fourth quarter is 777. The applicant breakdown is as follows:

1 Bedroom	598	2 Bedroom	85
3 Bedroom	56	4 bedroom	38

Direct Shelter Subsidy (DSS)

Staff continue to identify and complete the application process with eligible applicants for the DSS program. All applicants receiving the benefit are deemed housed. As of the end of this quarter there were 201 active DSS recipients. At the end of Q3 of this year there was 201 recipients and at this time last year there was 220.

Income Mixing

Per DSB Policy, every effort is being made where the waitlist allows, to mix the Community Housing Buildings with RGI, Affordable and Market Rent Tenants. As of the end of this quarter we have successfully secured 10 market rent tenants and 97 affordable rent tenants. This represents 3.6% and 35% of our portfolio. There is one less market rent tenant from last quarter and an increase of 3 affordable tenants. Last year at this time we had 10 market rent tenants (3.6%) and 79 affordable (28%)

Smoke Free Housing – Unit Count-down

As of the end of the 4th quarter, 200/275 of the portfolio's units are designated as Smoke-free, this represents 72% of the full portfolio. Units are designated as turn-over occurs.

Canada Ontario Housing Benefit (COHB) update

COHB is a portable housing benefit designed to assist with rental costs in the private housing market. The benefit is portable throughout the province of Ontario, which allows recipients more flexibility to choose where they would like to live.

Priority groups for the benefit are:

- Persons experiencing homelessness.
- Survivors of domestic violence and human trafficking
- Indigenous population
- Persons with disabilities
- Seniors

This benefit is available to eligible priority groups who are on, or are eligible to be on, a Centralized Waiting List for Rent Geared-to-Income subsidized housing.

COHB is a monthly financial payment equal to the difference between 30 per cent of the household's income and the average market rent in the area. For recipients of social assistance, the COHB will provide the difference between the shelter allowance and the household's rent and utilities costs.

The program is administered by the Province of Ontario and the benefit amount is reviewed annually. The role of Manitoulin-Sudbury DSB is to assist eligible priority households with the application process.

To the end of this quarter, the Manitoulin-Sudbury DSB has assisted 44 households in successfully applying for the benefit.

By-Name-List (BNL) update

A BNL is a real-time list of all known people experiencing homelessness at a given point in time. The BNL is designed as a tool for communities to support triage to services, system performance evaluation and advocacy.

For the purposes of a BNL "homelessness" describes the situation of an individual or family with the absence of stable, safe, permanent, appropriate housing or the immediate means and ability to acquire it. This can include unsheltered, emergency sheltered or provisionally accommodated (hospital, jail, residential treatment).

A BNL provides aggregate data for Service Managers and community partners to identify the needs of individuals, gaps in community services and advocate for what resources are needed to end homelessness.

The Manitoulin-Sudbury DSB has developed a BNL, and a 'Change Team' built of representatives from community agencies with a passion for system improvement and working together to end homelessness.

Little Current Project – New Build

The new building construction in Little Current is progressing well. This build is for 3 pods of 4 units each with a senior demographic being the target group. There are 2 – 2-bedroom units and 10 – 1-bedroom units. Both of the 2 Bedroom units are fully accessible.

The contractors are currently working on the interior of the units.

Capital Projects with Housing Services Corporation

Manitoulin

The scheduled electrical work for Little Current and Manitowaning remains delayed due to ongoing supply delays with the electrical components. Discussions with the Contractor and Engineer indicate that the components needed are becoming available. We are confident that this work will be completed in the Spring and remain viable for COCHI funding as intended.

Balcony repairs and rehabilitation in Little Current and Manitowaning are finalizing. We remain in contact with the Contractor and Engineers with regular status updates. At this time, the new concrete slabs are poured in Manitowaning, and in Little Current, the reapplication of epoxy to the rebar supports within the balcony slab has been done. There is a date to pour in mid-January in both locations which should finish up both buildings. COCHI funding in these two locations is assisting with the Capital Costs.

In Mindemoya, we continue to work with our Engineers to solve the issues discovered with the balcony replacement project. The undertaking will have to wait for warmer weather to be completed. The tenants in the building have been very cooperative throughout the season.

Sudbury East

At the Warren Community Housing site, the walkway, retaining wall and asphalt have been replaced. Outdoor lighting was repaired and upgraded.

Lacloche-Manitoulin

It was identified that two locations required roof replacements. Espanola (60 Barber) and Gore Bay (3 Water) were brought forward to begin the process so that tenders could be out for work to commence in the Spring.

We hired a consultant to determine the scope of work and prepare the necessary drawings and specifications and had a Designated Substance Survey completed to identify any asbestos or other substances requiring identification or remediation prior to the work commencing. Tendering will be done at end of January.

Work Orders

During the 4th quarter a total of 242 work orders were generated: 185 for Community Housing; 6 for Administration Offices, and 51 for Paramedic Services. There was a total

of 131 work orders closed or resolved during that time. There were 6 work orders for unit turnovers; 2 family units and 4 for apartments. Work orders are closed if the work is done in-house, or when the invoice is paid from an outside source.

Summary

The DSB had a very busy quarter. If municipal Councils have any questions or would like DSB staff to attend a municipal Council meeting, please feel free to contact me directly.

Donna Stewart

Chief Administrative Officer

Manitoulin-Sudbury District Services Board

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Actual to Budget		NET Municipal Variance	Explanation of Unaudited Municipal Share- AS OF Dec 31, 2022
Ontario Works	\$	(41,915)	Municipal share of administration expenses are on budget. SAR is underspent by \$41,915.
Child Care	\$	-	Municipal share of Child Care expenses are on budget.
Community Housing	\$	(730,586)	<p>(\$267,936) + (\$405,338) + (\$57,312) = (\$730,586) surplus</p> <p>Direct operated rev & exp and program support allocation is (\$267,936) under budget</p> <ul style="list-style-type: none"> - Rental Revenues are (\$177,029) more than budgeted. - Direct operating expenses are (\$90,907) under budget due to: <ul style="list-style-type: none"> utilities \$2,531 over budget, salaries & benefits for custodians (\$1,271) under budget, maintenance expenses over budget \$142,905, other admin expenses over budget \$3,072; bad debts expense due to tenant maintenance chargebacks is \$73,913 over budget. - Program Support Allocation is (\$302,057) under budget. - Direct Shelter Subsidy is (\$405,338) under budget due to expenses reallocated to 100% funding. <p>Non-Profit, Rent Supp, and Urban Native expenses are (\$57,312) under budget.</p> <p>Paramedic Services municipal share is \$164,743 over budget.</p> <p>The MOHLTC funding is (\$46,985) over budget.</p> <p>Medic Staffing and Benefits is (\$50,591) under budget.</p> <p>Administration Wages and Benefits are (\$183,845) under budget.</p> <p>Non Wages are forecasted to be over budget by \$446,164.</p> <ul style="list-style-type: none"> - Transportation & Communication is \$54,466 over budget - Program Support is (\$36,331) under budget - Other revenues are (\$432) more than budget - Vehicle repairs and maintenance are over budget by \$162,043. - Building repairs and maintenance, grounds and utilities are \$171,838 over budget - Supplies are \$94,580 over budget.
Interest Revenue	\$	(355,777)	Interest Revenue is (\$355,777) more than budgeted which results in a municipal surplus.
	\$	(963,534)	