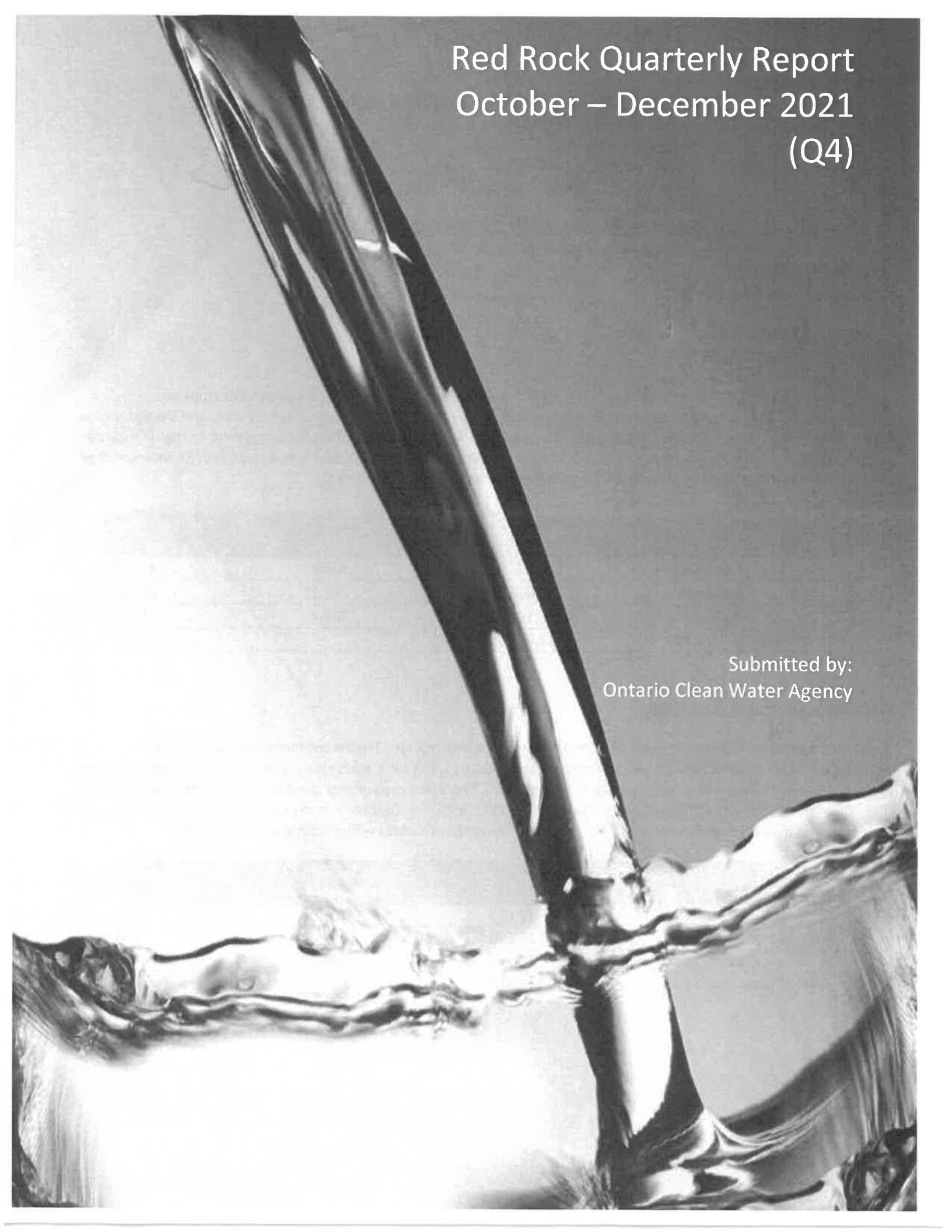


**AGENDA FOR THE COUNCIL MEETING OF
THE CORPORATION OF THE TOWNSHIP OF RED ROCK
FOR THE 951st REGULAR MEETING ON MARCH 7th, 2022 AT 7:00 P.M.**

1. Closed Session
2. Report from Closed Session
3. Preliminary Matters:
 - Item 3.1: Call to Order (7:00pm)
 - Item 3.2: Traditional Territory Acknowledgement & Moment of Silence
 - Item 3.3: Amendments to/Acceptance of Agenda RES
 - Item 3.4: Request/Receive Disclosures of Interest
4. Presentations or Deputations
 - Item 4.1: OCWA - Quarterly Report & Annual Summary Reports RES (2)
5. Minutes of Previous Council Meeting(s)
 - Item 5.1: Minutes of the February 7, 2022 Meeting of Council (Open Session) RES
6. Correspondence
 - Item 6.1: Red Rock Bowling League – Letter to Council RES
 - Item 6.2: TBDSSAB – Child Care & Early Years Advisory Table Extension
 - Item 6.3: Ministry of Northern Development & Mines – Thank You
 - Item 6.4: NOMA – February 23, 2022 Board Meeting Summary
 - Item 6.5: NOMA – Firefighter Certification Letter
 - Item 6.6: NOMA – Joint and Several Liability Resolution
 - Item 6.7: Red Rock Indian Band – Community Support Centre Letter of Support
7. Reports from Committees, Boards or Agencies
 - Item 7.1: TBDSSAB – January 13, 2022 Meeting
8. Reports from Administration
 - Item 8.1: Report on Administrative Activity RES
 - Item 8.2: Report on Fee Schedule & Water Rates
9. By-laws
 - Item 9.1: By-law 2022-1270 – to enter into an Agreement RES
10. New Business
11. Unfinished Business
 - Item 11.1: Recreation Master Plan
 - Item 11.2: Business Recognition Program
 - Item 11.3: Recycling Options from Environmental Committee
 - Item 11.4: Town Hall Meeting
12. Closed Session (continued, if required)
13. Report from Closed Session
14. Confirming By-law (#2021-1270) RES

15. Adjournment



Red Rock Quarterly Report
October – December 2021
(Q4)

Submitted by:
Ontario Clean Water Agency

FACILITY DESCRIPTIONS

Facilities: Red Rock Water Treatment & Wastewater Treatment
Regional Manager: Jeff St. Pierre (705) 943-5578
BDM: Johanna Kirkbride
Sr Ops Manager: Patrick Albert (807) 853-0650
Operators: Dave Houston – Team Lead, Clarke Rampersad, Pierre Marier
Facility Type: Municipal
Classification: Class II Water Treatment, Class III Wastewater Treatment

SERVICE INFORMATION

Population Served: 895

Water Treatment Plant Flows

During the months of Oct - December the Red Rock Drinking Water System operated without interruption. Total treated water flow for the system in October was 9,545.9 (m³), November was 7,833.09 (m³), and December was 8,101.31 (m³); total flow YTD is 83,850.94 (m³). The maximum flow rate from the treatment system to the distribution system shall not exceed the rated capacity of 2,722 (m³/d). In October the max flow was 417.28 (m³/d), in November the max flow was 405.84 (m³/d), and in December the max flow was 317.38 (m³/d).

Treated Water	Total Water Flow (m ³)	Daily Average Flow (m ³ /d)	Daily Maximum Flow (m ³ /d)
October	9,545.9	307.9	417.28
November	7,833.09	261.1	405.84
December	8,101.31	261.3	317.38
Total Treated Water YTD	83,850.94		

Wastewater Treatment Plant Flows

During the Months of October - December the new Red Rock Wastewater Treatment facility operated without interruption. Total effluent flow for the system in October was 12,603 (m³), November 26,696 (m³) and December was 18,745 (m³); Total effluent flow year to date is 141,025 (m³). The plant capacity for the Red Rock Wastewater facility is approximately 900 (m³/d) and peak hourly flow rate of 5,000 (m³/d). In October the max effluent flow was 849 (m³/d), in November the max effluent flow was 640 (m³/d) and in December the max effluent flow was 465 (m³/d).

Final Effluent	Total Effluent Flow (m ³)	Daily Average Effluent Flow (m ³ /d)	Daily Maximum Effluent Flow (m ³ /d)
October	12,603	406.54	849
November	26,696	889.86	640
December	18,745	604.67	465
Total Effluent Flow YTD	141,025		

COMPLIANCE SUMMARY

All bacteriological and chemical laboratory sampling, as well as distribution chlorine residuals were taken within the proper timelines as per Ontario Regulation 170/03 and no adverse result was detected.

All staff operating the system are licenced to the required level as per Ontario Regulation 128/04.

OCCUPATIONAL HEALTH & SAFETY

There were no new health and safety related concerns or incidents reported during the months of October - December.

INSPECTIONS/COMMUNICATION WITH REGULATORY AUTHORITY

OCWA working with the MECP throughout the quarter on the MDWL renewal. MDWL final has been received.

COMPLAINTS & CONCERNS

There were no community complaints or concerns throughout Q4

ALARMS/CALL OUTS

October 10 – Low Tower Level

Nov 11 – Low pH

Dec 11 – UV2 Alarm

Dec 13 – Low Tower Level

OVERALL RESPONSIBLE OPERATOR

As Overall Responsible Operator for the systems in Red Rock, it is imperative that OCWA staff be notified of any activities regarding the water systems that affect water quality. Communication has been very good between the Township staff and OCWA staff; this level of communication is appreciated as a safeguard for the community, Council and OCWA in maintaining a safe drinking water system which delivers reliable potable water to its residents.

CAPITAL PROJECT/WORK

Transition of Operating Authority took place in March, 2021. The focus for capital has been placed on the completion and commissioning of the new wastewater facility. OCWA will be working on a capital plan throughout 2021 to be submitted to the Township in November, 2021.

2022 Capital list submitted to the Township for review and approval.

OPERATIONS CERTIFICATION

	Patrick Albert Sr. Operations Manager	Dave Houston O&M Team Lead	Clarke Rampersad Operator/Mechanic	Pierre Marier Operator/ Mechanic
Water Treatment	Level 2	Level 3	OIT	OIT
Water Distribution or Distribution and Supply	Level 1		OIT	OIT
Wastewater Treatment	Level 2	Level 3	OIT	OIT
Wastewater Collection	Level 1	Level 2	OIT	OIT

** Certification is current as of the date of report.

In closing, I would like to thank you for taking the time to review the Quarterly operational report for the Months of October - December and if you have any questions or concerns at any time please feel free to contact me as I would be happy to assist you.

Thank you

Patrick Albert

Patrick Albert
 Senior Ops Manager | Ontario Clean Water Agency
 North-western Hub | 105 Park Street, Longlac ON P0T 2A0
 Fax: 807-876-2402
 Cell 807-853-0650
 E-mail palbert@ocwa.com



February 2022

The Corporation of the Township of Red Rock
30 Baker Street
PO Box 447
Red Rock, ON
POT 2P0

Re: O. Regulation 170 - 2021 Section 11 Annual Report for the Red Rock Drinking-Water System

Ontario's Drinking-Water Systems Regulation (O.Reg. 170/03), made under the *Safe Drinking Water Act, 2002*, requires that the owner of a drinking water system prepare an annual report on the operation of the system and the quality of its water.

The annual report must cover the period of January 1st to December 31st in a year and must be prepared not later than February 28th of the following year. Pursuant to the legislative requirements, enclosed for your records is the 2021 Annual Report for the Red Rock Drinking-Water System.

Pursuant to the legislative requirements, Section 11 (6): the annual report must:

- (a) contain a brief description of the drinking-water system, including a list of water treatment chemicals used by the system during the period covered by the report;
- (b) summarize any reports made to the Ministry under subsection 18 (1) of the Act or section 16-4 of Schedule 16 during the period covered by the report;
- (c) summarize the results of tests required under this Regulation, or an approval or order, including an OWRA order, during the period covered by the report and, if tests required under this Regulation in respect of a parameter were not required during that period, summarize the most recent results of tests of that parameter;
- (d) describe any corrective actions taken under Schedule 17 or 18 during the period covered by the report;
- (e) describe any major expenses incurred during the period covered by the report to install, repair or replace required equipment; and
- (f) in the case of a large municipal residential system or a small municipal residential system, include a statement of where a report prepared under Schedule 22 will be available for inspection under subsection 12 (4). O. Reg. 170/03, s. 11 (6)

In addition, Section 11 (7) gives the direction that a copy of an annual report for the system is given, without charge, to every person who requests a copy and be made available for inspection by any member of the public during normal business hours. The report should be made available at the office of the municipality, or at a location that is accessible to the users of the water system.

Yours truly,

Patrick Albert

Patrick Albert
Senior Operations Manager
Northwestern Ontario Regional Hub
807-853-0650

Copy to: Mark Figliomeni – CAO/Clerk
Blair Westerman – Public Works Superintendent
Operations Staff – Red Rock Drinking Water System



2021 Section 11 Annual Report

Red Rock Drinking Water System

February 2022

Prepared by the



Ontario Clean Water Agency
Agence Ontarienne Des Eaux



Section 11 ANNUAL REPORT

Drinking-Water System Number:	220000193
Drinking-Water System Name:	Red Rock Drinking Water System
Drinking-Water System Owner:	The Corporation of the Township of Red Rock
Drinking-Water System Category:	Large Municipal Residential Drinking Water-System
Period being reported:	January 1 – December 31, 2021

<p><u>Complete if your Category is Large Municipal Residential or Small Municipal Residential</u></p> <p>Does your Drinking-Water System serve more than 10,000 people? Yes [] No [X]</p> <p>Is your annual report available to the public at no charge on a web site on the Internet? Yes [] No [X]</p> <p>Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.</p> <div style="border: 1px solid black; padding: 5px;"> <p>The Township of Red Rock Municipal Building 42 Salls Street Red Rock, ON P0T 2P0</p> </div>	<p><u>Complete for all other Categories.</u></p> <p>Number of Designated Facilities served: <div style="border: 1px solid black; padding: 2px; display: inline-block;">N/A</div> </p> <p>Did you provide a copy of your annual report to all Designated Facilities you serve? Yes [] No []</p> <p>Number of Interested Authorities you report to: <div style="border: 1px solid black; padding: 2px; display: inline-block;">N/A</div> </p> <p>Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility? Yes [] No []</p>
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Note: For the following tables below, additional rows or columns may be added or an appendix may be attached to the report

List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:

Drinking Water System Name	Drinking Water System Number
N/A	N/A

Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?

Yes [] No []



Ontario Drinking-Water Systems Regulation O. Reg. 170/03

Indicate how you notified system users that your annual report is available, and is free of charge.

- Public access/notice via the web
- Public access/notice via Government Office (Municipal)
- Public access/notice via a newspaper
- Public access/notice via Public Request
- Public access/notice via a Public Library
- Public access/notice via other method – Community Television Channel

Describe your Drinking-Water System

Surface water is drawn from Nipigon Bay in Lake Superior and pumped by low lift pumps to the water treatment plant. There it is chlorinated before entering an up-flow solids contact clarifier. Alum, bentonite, and a non-ionic polymer are added to the clarifier to facilitate coagulation, flocculation and sedimentation. Soda-ash is added post clarification to adjust pH. The water then flows by gravity to sand and anthracite filters. Filtered water is chlorinated in the filtered water reservoirs which also serve as backwash water storage tanks. The filtered and chlorinated water then flows to one of two ultra-violet light disinfection units and then to a clear-well. Service pumps send the treated water to the distribution system which includes an elevated storage tank. A sodium hypo-chlorite pumping system is used at the water tower providing re-chlorination (secondary disinfection) of the water as it enters or exits the water tower. The chlorine residual at the water tower is analyzed and recorded continuously and critical control points are alarmed by an auto-dialer.

List all water treatment chemicals used over this reporting period

- Chlorine gas
- Soda-ash
- Alum
- Bentonite
- Polymer

Were any significant expenses incurred to?

- Install required equipment
- Repair required equipment
- Replace required equipment

Please provide a brief description and a breakdown of monetary expenses incurred

Install	Repair	Replace	Description	Expense
X		X	IT Technician to install analyzer at water tower	\$854.46
	X		UV 2 Repairs	\$1,623.69

Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre

Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date
April 2 2021	Highly Chlorinated water was sent from the plant and resulted in a spike from 8:18 to 8:37 at 5 mg/L Water with appropriate Chlorine levels was sent from the plant to force the high Chlorine water into the tower were it might be diluted. Levels dropped to acceptable levels but rose to above 4 mg/l from 9:35 to 9:43. We then flushed water from tower and level dropped to normal levels and stayed there.	5	mg/L	Water was flushed from the water tower, distribution chlorine residuals were collected at 3 sites with results: 1.14mg/L, 1.74 mg/L and 1.3 mg/L. Three other sites where also tested and the results were: 0.53 mg/L, 0.71mg/L and 0.6mg/L.	April 3 2021
December 2 2021	Low treated water chlorine, plant shut down	0.67	mg/L	Drained Clearwell to remove improperly chlorinated water and filter 1 and line. Plant brought on line, chlorine levels immediately started rising.	December 2 2021

Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period.

	Number of Samples	Range of E.Coli Or Fecal Results (min #)-(max #)	Range of Total Coliform Results (min #)-(max #)	Number of HPC Samples	Range of HPC Results (min #)-(max #)
Raw	55	0 – 22	0 – 548	2	0 – 0
Treated	51	0 – 0	0 - 0	50	0 – 1

Distribution	118	0-0	0-0	48	0-4
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Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report.

	Number of Grab Samples	Range of Results (min #)-(max #)
Turbidity		
Raw	8760	0.1 – 304.3 NTU
Filter #A	8760	0.39 – 10.02 NTU
Filter #B	8760	0.034 – 10.01 NTU
Filter #C	8760	0.041 – 10.01 NTU
Filter #D	8760	0.01 – 10.00 NTU
Chlorine		
Treated	8760	0 – 5.02 mg/L
Distribution	368	0.05 – 1.74 mg/L
Fluoride (If the DWS provides fluoridation)	N/A	N/A

NOTE: For continuous monitors use 8760 as the number of samples.

** Turbidity & chlorine Min/Max (lows/highs) are due to planned maintenance and not plant upset.*

Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.

Date of legal instrument issued	Parameter	Date Sampled	Result	Unit of Measure
N/A	N/A	N/A	N/A	N/A

Summary of Inorganic parameters tested during this reporting period or the most recent sample results

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Antimony	2021/10/21	<0.6	µg/L	No
Arsenic	2021/10/21	<1.0	µg/L	No
Barium	2021/10/21	11.0	µg/L	No
Boron	2021/10/21	<50.0	µg/L	No
Cadmium	2021/10/21	<0.1	µg/L	No
Chromium	2021/10/21	<1.0	µg/L	No
*Lead	Refer to Summary Table Below			
Mercury	2021/10/21	<0.1	µg/L	No
Selenium	2021/10/21	<1.0	µg/L	No

Sodium	2021/10/21	10.3	mg/L	No
Uranium	2021/10/21	<2.0	µg/L	No
Fluoride	2021/10/26	<0.02	mg/L	No
Nitrite	2021/02/02	<0.010	mg/L	No
	2021/06/03	<0.010	mg/L	No
	2021/08/17	<0.010	mg/L	No
	2021/10/26	<0.010	mg/L	No
Nitrate	2021/02/02	0.077	mg/L	No
	2021/06/03	0.100	mg/L	No
	2021/08/17	0.090	mg/L	No
	2021/10/26	0.056	mg/L	No

*only for drinking water systems testing under Schedule 15.2; this includes large municipal non-residential systems, small municipal non-residential systems, non-municipal seasonal residential systems, large non-municipal non-residential systems, and small non-municipal non-residential systems

Summary of lead testing under Schedule 15.1 during this reporting period

(applicable to the following drinking water systems; large municipal residential systems, small municipal residential systems, and non-municipal year-round residential systems)

Location Type	Number of Samples	Range of Lead Results (min#) – (max #)	Number of Exceedances
Plumbing	N/A	N/A	N/A
Distribution	4	<0.1	0

Summary of Organic parameters sampled during this reporting period or the most recent sample results

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Alachlor	2021/10/21	< 0.1	µg/L	No
Atrazine	2021/10/21	< 0.1	µg/L	No
Atrazine & Metabolites	2021/10/21	< 0.2	µg/L	No
Azinphos-methyl	2021/10/21	< 0.1	µg/L	No
Benzene	2021/10/21	< 0.5	µg/L	No
Benzo(a)pyrene	2021/10/21	< 0.0050	µg/L	No
Bromoxynil	2021/10/21	< 0.2	µg/L	No
Carbaryl	2021/10/21	< 0.2	µg/L	No
Carbofuran	2021/10/21	< 0.2	µg/L	No
Carbon Tetrachloride	2021/10/21	< 0.2	µg/L	No
Chlorpyrifos	2021/10/21	< 0.1	µg/L	No

Diazinon	2021/10/21	< 0.1	µg/L	No
Dicamba	2021/10/21	< 0.2	µg/L	No
1,2-Dichlorobenzene	2021/10/21	< 0.5	µg/L	No
1,4-Dichlorobenzene	2021/10/21	< 0.5	µg/L	No
1,2-Dichloroethane	2021/10/21	< 0.5	µg/L	No
1,1-Dichloroethylene (vinylidene chloride)	2021/10/21	< 0.5	µg/L	No
Dichloromethane (methylene chloride)	2021/10/21	< 5.0	µg/L	No
2-4 Dichlorophenol	2021/10/21	< 0.3	µg/L	No
2,4-Dichlorophenoxy acetic acid (2,4-D)	2021/10/21	< 0.2	µg/L	No
Diclofop-methyl	2021/10/21	< 0.2	µg/L	No
Dimethoate	2021/10/21	< 0.1	µg/L	No
Diquat	2021/10/21	< 1.0	µg/L	No
Diuron	2021/10/21	< 1.0	µg/L	No
Glyphosate	2021/10/21	< 5.0	µg/L	No
Haloacetic acids (HAA) (NOTE: show latest annual average)	2021/10/26 2021 Average	32.1 43.3	µg/L	No No
Malathion	2021/10/21	< 0.1	µg/L	No
Metolachlor	2021/10/21	< 0.1	µg/L	No
Metribuzin	2021/10/21	< 0.1	µg/L	No
Monochlorobenzene	2021/10/21	< 0.5	µg/L	No
Paraquat	2021/10/21	< 1.0	µg/L	No
Pentachlorophenol	2021/10/21	< 0.5	µg/L	No
Phorate	2021/10/21	< 0.1	µg/L	No
Picloram	2021/10/21	< 0.2	µg/L	No
Polychlorinated Biphenyls(PCB)	2021/10/21	< 0.035	µg/L	No
Prometryne	2021/10/21	< 0.1	µg/L	No
Simazine	2021/10/21	< 0.1	µg/L	No
THM (NOTE: show latest annual average)	2021/10/26 2021 Average	49.3 54.4	µg/L µg/L	No No
Terbufos	2021/10/21	< 0.2	µg/L	No
Tetrachloroethylene	2021/10/21	< 0.5	µg/L	No
2,3,4,6-Tetrachlorophenol	2021/10/21	< 0.5	µg/L	No
Triallate	2021/10/21	< 0.1	µg/L	No
Trichloroethylene	2021/10/21	< 0.5	µg/L	No
2,4,6-Trichlorophenol	2021/10/21	< 0.5	µg/L	No
Trifluralin	2021/10/21	< 0.1	µg/L	No
Vinyl Chloride	2021/10/21	< 0.2	µg/L	No
MCPA	2021/10/21	< 0.2	µg/L	No

List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.

Parameter	Result Value	Unit of Measure	Date of Sample
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Ontario Drinking-Water Systems Regulation O. Reg. 170/03

N/A	N/A	N/A	N/A
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February 2022

The Corporation of the Township of Red Rock
30 Baker Street
PO Box 447
Red Rock, ON
P0T 2P0

Re: 2021 Annual Summary Report for the Red Rock Drinking-Water System

Ontario's Drinking-Water Systems Regulation (O.Reg.170/03), made under the *Safe Drinking Water Act, 2002*, requires that the owner of a drinking water system prepare an annual summary for municipalities on the operation of the system and the quality of its water.

The annual summary must cover the period of January 1st to December 31st in a year and must *be prepared not later than March 31st* of the following year. Pursuant to the legislative requirements, enclosed for your records is the 2021 Annual Summary for the Red Rock Drinking-Water System.

Pursuant to the legislative requirements, *Schedule 22 Summary Reports for Municipalities*, the annual summary must:

- (a) list the requirements of the Act, the regulations, the system's approval, drinking water works permit, municipal drinking water licence, and any orders applicable to the system that were not met at any time during the period covered by the report; and,
- (b) for each requirement referred to in clause (a) that was not met, specify the duration of the failure and the measures that were taken to correct the failure."

- O. Reg. 170/03 s. 22 (2)

"The report must also include the following information for the purpose of enabling the owner of the system to assess the rated capability of their system to meet existing and planned uses of the system:

1. A summary of the quantities and flow rates of the water supplied during the period covered by the report, including monthly average and maximum daily flows.
2. A comparison of the summary referred to in paragraph 1 to the rated capacity and flow rates approved in the system's approval, drinking water works permit or municipal drinking water licence, or if the system is receiving all of its water from another system under an agreement pursuant to subsection 5 (4), to the flow rates specified in the written agreement."

-O. Reg. 170/03 s. 22 (3)

In addition, Section 12 (1) - 4 - gives the direction that a copy of the annual summary for the system is given, without charge, to every person who requests a copy and be made available for inspection by any member of the public during normal business hours. The reports should be made available at the office of the municipality, or at a location that is accessible to the users of the water system.

This report was prepared by the Ontario Clean Water Agency on behalf of the Township of Red Rock and is based on information kept on record by OCWA at the Red Rock Drinking-Water System. The report covers the period January 1st through to December 31st 2021.

Yours truly,

Patrick Albert

Patrick Albert
General Manager
Northwestern Ontario Regional Hub
807-853-0650

Copy to: Mark Figliomeni – CAO/Clerk
Blair Westerman – Public Works Superintendent
Operations Staff – Red Rock Drinking Water System



2021 Schedule 22 Annual Summary Report

Red Rock Drinking-Water System

February 2022

Prepared by the



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

Table of Contents

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Section 1: Introduction

This report is a summary of water quality information for the Red Rock Drinking-Water System, published in accordance with Schedule 22 of Ontario's Drinking-Water Systems Regulation for the reporting period of January 1st to December 31st 2021. The Red Rock Drinking-Water System is categorized as a Large Municipal Residential Drinking Water System.

This report is prepared by The Ontario Clean Water Agency on behalf of the Corporation of the Township of Red Rock. A copy of the Summary Report is to be provided to the members of the municipal council by March 31st 2022.

Section 2: What Does This Report Contain?

"The report must,

- (a) list the requirements of the Act, the regulations, the system's approval, drinking water works permit, municipal drinking water licence, and any orders applicable to the system that were not met at any time during the period covered by the report; and,
- (b) for each requirement referred to in clause (a) that was not met, specify the duration of the failure and the measures that were taken to correct the failure."

- O. Reg. 170/03 s. 22 (2)

"The report must also include the following information for the purpose of enabling the owner of the system to assess the rated capability of their system to meet existing and planned uses of the system:

1. A summary of the quantities and flow rates of the water supplied during the period covered by the report, including monthly average and maximum daily flows.
2. A comparison of the summary referred to in paragraph 1 to the rated capacity and flow rates approved in the system's approval, drinking water works permit or municipal drinking water licence, or if the system is receiving all of its water from another system under an agreement pursuant to subsection 5 (4), to the flow rates specified in the written agreement."

- O. Reg. 170/03 s. 22 (3)

Section 3: Daily Flow Rates

In accordance with the *Municipal Drinking Water Licence 297-101 Schedule C: System – Specific Conditions 1.0 Performance Limits*, the Red Rock drinking-water system shall not be operated to exceed the rated capacity for maximum flow rate from the treatment subsystem to the distribution system of **2,722 m³ / day**.

The drinking-water system may be operated temporarily at a rate above the rated capacity where necessary for:

- i) the purposes of fighting a large fire or,
- ii) the maintenance of the drinking-water system

The Red Rock Drinking-Water facility operated below the rated capacity of 2,722m³/day in 2021. The average monthly raw flow rate was 9358.20 m³; the average raw daily flow rate was 312.43 m³, with a maximum raw daily flow rate of 528.48 m³.

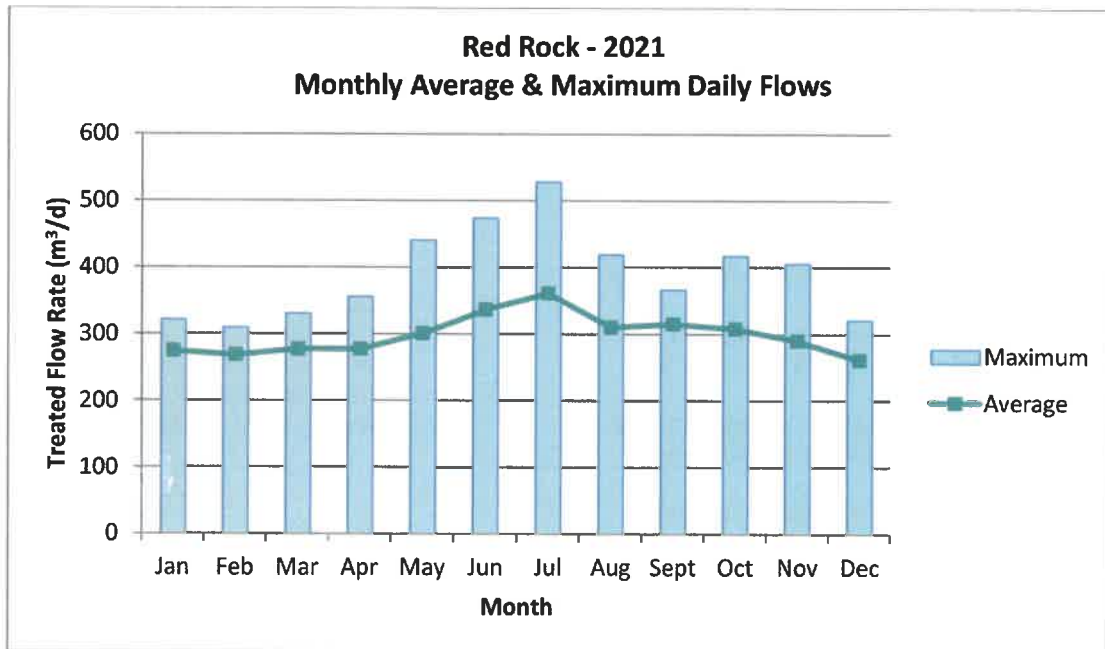
In 2021, the average monthly treated flow rate was 8941.5 m³; the average daily treated flow rate was 298.45 m³; and the maximum daily treated flow rate for the year was 528.25 m³ representing 19.41% of the allowable daily volume.

A summary of raw and treated flows, including maximum raw flow into the treatment system as well as treated average, maximum and total flow rates are included in the tables below.

The quantity of raw water supplied during the reporting period did not exceed the terms and conditions of the *Permit to Take Water* while the maximum daily treated flow rate did exceed the rated capacity for this system.

Monthly Raw & Treated Flow Rates for 2021

Month	Average Daily Raw Flow Rate (m ³ /d)	Maximum Daily Raw Flow Rate (m ³ /d)	Average Daily Treated Flow Rate (m ³ /d)	Maximum Daily Treated Flow Rate (m ³ /d)	Total Monthly Treated Flow Rate (m ³ /month)
January	291.87	344.38	274.69	321.40	8515.45
February	287.38	379.55	268.49	309.51	7517.97
March	290.72	353.53	277.13	330.52	7759.67
April	286.54	374.28	277.33	356.15	8320.00
May	310.43	488.60	301.04	440.71	9332.17
June	351.27	477.27	336.48	473.89	10094.49
July	374.81	528.48	361.22	528.25	11197.94
August	323.72	440.47	310.27	418.97	9618.50
September	330.50	396.66	315.39	366.21	9461.86
October	327.85	421.65	307.93	417.28	9545.90
November	305.54	441.49	290.11	405.84	7833.09
December	268.52	313.58	261.33	320.82	8101.31
2021 Total Treated Flows (m ³)					107,298.35



Section 4: System Failures and Correction

The Ministry of Environment conducted an *announced* inspection of the Red Rock Drinking Water System on October 15, 2020. There was no inspection in 2021. The 2020 final inspection report identified three non-conformances as summarized in the table below.

The 2020 final inspection rating record for the Red Rock Drinking Water System was 95%.

Item	Non-Compliance Identified	Compliance Date	Action Being Taken to Address item	Status
1	<p>The owner/operating authority was not in compliance with the requirement to prepare Form 1 documents as required by their Drinking Water Works Permit during the inspection period.</p> <p>A new watermain to service the new wastewater treatment plant was installed in October 2019. The watermain was tested and commissioned in June 2020. Form 1 for the new watermain installation was not completed prior to watermain addition, contrary to section 3.3 of Schedule B of the current DWWP</p>	N/A	Form 1 Was completed by Municipality	Complete
2	<p>The primary disinfection equipment was not equipped with alarms or shut-off mechanisms that satisfied the standards described in Section 1-6 (1) of Schedule 1 of Ontario Regulation 170/03.</p> <p>Primary disinfection at the Red Rock DWS is achieved with chlorine disinfection and UV irradiation.</p> <p>It was reported during the inspection that UV alarm is triggered when dose is less than 40mJ/cm². First stage of alarm is triggered after 45 seconds, which is a low UV dose major alarm, which ramps up power to compensate for low dose. The second stage alarm is triggered after 8 minutes, which is a low UV dose critical alarm. This alarm shuts valve feeding UV units and stops flow to the clearwell.</p> <p>It was reported that the alarms will show on PLC, but no call-out alarm will be triggered with a major and critical alarms.</p>	March 12 2021	OCWA to contact an instrumentation contractor to adjust UV alarm delays in the PLC to eliminate the delays so that if there are any issues with the UV system it will call out an operator immediately. Further to this OCWA will complete an SOP which indicates that operators are to respond to the facility immediately when receiving any UV system alarm and that corrective action is taken and that all information is logged in the log book.	Complete
3	<p>The following instance(s) of non-compliance were also noted during the inspection:</p> <p>1. Verification of the continuous chlorine analyzers are performed using a hand-held unit each workday</p>	March 12 2021	1- OCWA to create SOP for analyzer verification which corresponds with manufacturer	Complete

and test results are recorded in the logsheets. It was noted during the inspection that necessary analyzer adjustments are not being recorded in the logbook when the margin of the error between the on-line analyzer and hand-held test result is greater than the margin of error permitted by Schedule 6-5 of O.Reg. 170/03.

2. Section 1.6.4 of Schedule C of MDWL Number 297-101 requires that a monthly summary report is be prepared

at the end of each calendar month which sets out the time, date and duration of each UV equipment alarm, the volume of water treated during each alarm period and the actions taken by the operating authority to correct the alarm situation.

It was noted during the inspection that the operating authority have not been generating monthly UV alarm reports containing the prescribed information. It was reported that the alarm summaries are displayed on the UV control panel interface, but not all required information is provided in this format.

3. It was noted during logbook review that on August 11, 2020 at 20:40 the polymer feed pump failed and initiated a plant shutdown, but the alarm did not generate operator call-out.

4. It was noted during the document review that the Red Rock DWS Operations Manual lacks a number of contingency procedures required to deal with emergencies, upset conditions and equipment breakdown.

specifications along with creating a verification sheet that includes date and time of verification, test results of both analyzer and hand held, adjustments and corrective actions.

- 2- OCWA to create and implement a monthly UV alarm summary template which will document date and time, duration of each alarm, volume of water treated during each alarm and actions taken. (Could look at possibly setting up the plant to lock out when there is a UV alarm)
- 3- OCWA to create and implement an SOP for regular tests of coagulant (Alum & Poly) feed system failure alarms (pump failure & loss of flow) to ensure functionality of the alarms and operator call out system. (critical alarm testing work order)
- 4- OCWA to Create SOP's for the below items.

- Primary disinfection chlorine analyzer failure
- Loss of alum or polymer feed
- Disinfection of new watermain installations
- 72-hour data review specifics and recording of observations
- Proactive maintenance of the on-line turbidity and chlorine analyzers
- ORO and OIC designation
- Manual filter backwash
- Daily monitoring and recording of in-process parameters
- Corrective actions for adverse water quality incidents

Section 5: Conclusion

In the reporting year of 2021, there were three adverse water quality incident (AWQI) reports filed as summarized in the table below.

Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date
April 2 2021	Highly Chlorinated water was sent from the plant and resulted in a spike from 8:18 to 8:37 at 5 mg/L. Water with appropriate Chlorine levels was sent from the plant to force the high Chlorine water into the tower were it might be diluted. levels dropped to acceptable levels but rose to above 4 mg/l from 9:35 to 9:43. We then flushed water from tower and level dropped to normal levels and stayed there.	5	mg/L	Water was flushed from the water tower, distribution chlorine residuals were collected at 3 sites with results: 1.14mg/L, 1.74 mg/L and 1.3 mg/L. Three other sites were also tested and the results were: 0.53 mg/L, 0.71mg/L and 0.6mg/L.	April 3 2021
July 23 2021	In Q2 of 2021 Red Rock WTP was out of compliance with O.Reg. 170/03 Schedule 6.4 whereas they exceeded the regulatory duration between quarterly samples. Samples were taken 121 days from the previous sample, exceeding the regulatory window of 60-120 days between samples.			NC notification was submitted to MECP	
December 2 2021	Low treated water chlorine, plant shut down	0.67	mg/L	Drained Clearwell to remove improperly chlorinated water and filter 1 and line. Plant brought on line, chlorine levels immediately started rising.	December 2 2021

For the operating year of 2021, the Red Rock Drinking-Water System was able to meet the demand of water use within the town without exceeding the Permit to Take Water or the Municipal Drinking Water Licence and Permit.



Your Total Water
Solutions Provider



The Corporation of the Township of Red Rock

2021 Section 11 Annual Report and
Schedule 22 Annual Summary Report
Red Rock Drinking Water System

Definitions and Acronyms

Acronym	Definition	Acronym	Definition
MAC	Maximum Acceptable Concentrate	PTTW	Permit To Take Water
AWQI	Adverse Water Quality Incident	MDWL	Municipal Drinking Water Licence
O. Reg.	Ontario Regulation	BWA	Boil Water Advisory
CT	Concentration of Chlorine x Time of Contact	m3	Cubic Meter
NTU	nephelometric turbidity units		

Municipal Drinking Water System - Annual Reports

- In Ontario, O. Reg. 170/03 of the Safe Drinking Water Act (SDWA), requires an Annual Report be prepared for each drinking water system.
- This Report is intended to inform both the public and Municipal Council about the operation of the drinking water system over the previous calendar year





Municipal Drinking Water System - Annual Reports

Section 11 of O. Reg. 170/03 requires the development and distribution to the public of an annual report summarizing water quality monitoring results, adverse water quality incidents, system expenses and chemicals used in the water treatment process.

Section 11 summarizes the “quality” of the treated water

Section 11 – Annual Reports

Chemicals Used in the Water Treatment Process

- Chlorine gas
- Soda-ash
- Alum
- Bentonite
- Polymer



Section 11 – Annual Reports

Major System Expenses

Description	Expense
IT Technician to install analyzer at water tower	\$ 854
UV 2 Repairs	\$ 1,624

Section 11 – Annual Reports

Adverse Water Quality Incidents

- April 2 – High Chlorinated water. Resolved April 3 - Water was flushed from the water tower, distribution chlorine residuals were collected at 3 sites with results documented.
- In Q2 of 2021 Red Rock WTP was out of compliance with O. Reg. 170/03 Schedule 6.4 whereas they exceeded the regulatory duration between quarterly samples. Samples were taken 121 days from the previous sample, exceeding the regulatory window of 60-120 days between samples.
- December 2 - Low treated water chlorine, plant shut down 0.67 mg/L. Resolved December 2 - Drained Clearwell, filter 1 and line. Plant brought on line, chlorine levels immediately started rising.



Municipal Drinking Water System - Annual Reports

Schedule 22 of O. Reg. 170/03 requires the development and distribution to Council of an annual report summarizing incidents of regulatory non-compliance and associated corrective actions, in addition to providing flow monitoring results for the purpose of enabling the Owner to assess the capability of the system to meet existing and planned demand.

Schedule 22 summarizes the “quantity” of the raw and treated water

Schedule 22 Summary Report

Daily Flow Rates

Raw Water

- Average Daily Volume vs. Permit to Take Water
- Maximum Daily Volume vs. PTTW

Treated Water

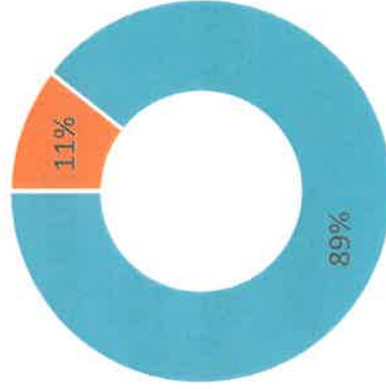
- Average Daily Volume vs. Municipal Drinking Water Licence
- Maximum Daily Volume vs. MDWL



Raw Water Flow Rates

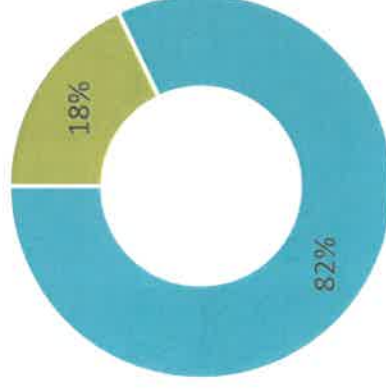
Average Daily Volume

■ Average Daily Volume 312.43m³
■ PTTW 2,954.9m³



Maximum Daily Volume

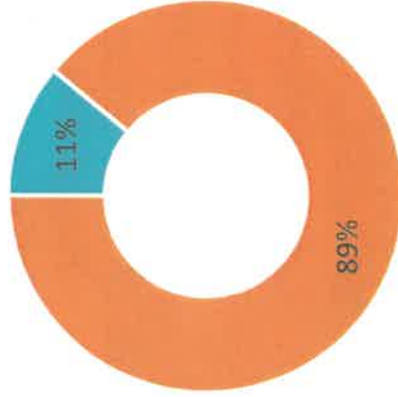
■ Maximum Daily Volume 528.48m³
■ PTTW 2,954.9m³



Treated Water Flow Rates

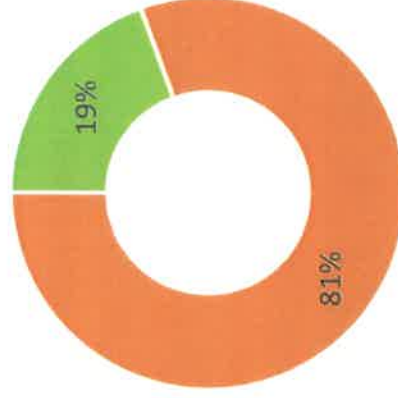
Average Daily Volume

■ Average Daily Volume 298.45m³
■ MDWL 2,722m³



Maximum Daily Volume

■ Maximim Daily Volume 528.25m³
■ MDWL 2,722m³



Schedule 22 Summary Report

Regulatory Non-Compliance and Corrective Actions

Item	Non Compliance	Status
1	The owner/operating authority was not in compliance with the requirement to prepare Form 1 documents as required by their Drinking Water Works Permit during the inspection period.	Complete
2	The primary disinfection equipment was not equipped with alarms or shut-off mechanisms that satisfied the standards described in Section 1-6 (1) of Schedule 1 of Ontario Regulation 170/03.	Complete
3.1	It was noted during the inspection that necessary analyzer adjustments are not being recorded in the logbook when the margin of the error between the on-line analyzer and hand-held test result is greater than the margin of error permitted by Schedule 6-5 of O.Reg.170/03.	Complete

Schedule 22 Summary Report

Regulatory Non-Compliance and Corrective Actions

Item	Non Compliance	Status
3.2	It was noted during the inspection that the operating authority have not been generating monthly UV alarm reports containing the prescribed information. It was reported that the alarm summaries are displayed on the UV control panel interface, but not all required information is provided in this format.	Complete
3.3	It was noted during logbook review that on August 11, 2020 at 20:40 the polymer feed pump failed and initiated a plant shutdown, but the alarm did to generate operator call-out.	Complete
3.4	It was noted during the document review that the Red Rock DWS Operations Manual lacks a number of contingency procedures required to deal with emergencies, upset conditions and equipment breakdown.	Complete

Thank you

If you have any questions or concerns please reach out to us anytime.

OCWA Contact

Patrick Albert

General Manager

Email: PALbert@ocwa.com

Cell: 807 853-0650

THE CORPORATION OF THE TOWNSHIP OF RED ROCK

950th REGULAR MEETING OF COUNCIL

FEBRUARY 22nd, 2022

Electronically Present:	Mayor:	D. Robinson
	Councillors:	S. Park
		C. Todesco
		G. Muir
		M. McDonald
	Chief Administrative Officer:	M. Figliomeni
	Director of Operations:	B. Westerman
	Community Development Officer:	A. Davis

ONE: CLOSED SESSION

Council did not go into Closed Session.

TWO: REPORT FROM CLOSED SESSION

There was no report from Closed Session.

THREE: PRELIMINARY MATTERS

3.1 Call to Order

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

3.2 Traditional Territory Acknowledgement & Moment of Silence

Mayor Robinson read aloud the following land recognition and then proceeded in a moment of silence:

“Council of the Township of Red Rock hereby acknowledge that we are on the traditional territory of the Robinson-Superior Treaty and that the land we gather on is home to the Red Rock Indian Band, the Anishnaabek and the Metis People.”

3.3 Acceptance of the Agenda

No additions were presented to Council.

Resolution #1

Moved by: Councillor Muir

Seconded by: Councillor Park

BE IT RESOLVED THAT the Agenda for this Meeting of Council on February 22, 2022 be approved, as presented.

CARRIED

3.4 Disclosures of Interest

In response to Mayor Robinson's request, no members disclosed interests in matters before council this evening.

FOUR: PRESENTATIONS OR DEPUTATIONS

None

FIVE: MINUTES OF PREVIOUS COUNCIL MEETINGS

Council approved the Open and Closed Session minutes of the February 7, 2022 Council meeting, and the minutes of the February 15, 2022 Special Meeting of Council with the following resolutions:

Resolution #2

Moved by: Councillor Park
Seconded by: Councillor McDonald

BE IT RESOLVED THAT Council approves the Open Session minutes for the February 7, 2022 Regular Meeting of Council.

CARRIED

Resolution #3

Moved by: Councillor McDonald
Seconded by: Councillor Todesco

BE IT RESOLVED THAT Council approves the Closed Session minutes for the February 7, 2022 Regular Meeting of Council.

CARRIED

Resolution #4

Moved by: Councillor Todesco
Seconded by: Councillor McDonald

BE IT RESOLVED THAT Council approves the minutes for the February 15, 2022 Special Meeting of Council.

CARRIED

SIX: CORRESPONDENCE

6.1 TBDSSAB – Update from the Board

Council posed no questions on the correspondence.

6.2 Superior Country – Lake Superior Waterfront Trail

Council posed no questions on the correspondence.

6.3 Ontario Volunteer Service Awards – Rescheduled Date

Mayor Robinson stated that the awards ceremony was rescheduled for February 28, 2022 due to technical difficulties.

SEVEN: REPORTS FROM COMMITTEES, BOARDS OR AGENCIES

7.1 Red Rock Public Library Board – January 11, 2022 Meeting

Council posed no questions or discussions regarding the minutes.

Resolution #5

Moved by: Councillor Park

Seconded by: Councillor Todesco

BE IT RESOLVED THAT the minutes from the Red Rock Public Library Board's meeting on January 11, 2022, be approved.

CARRIED

EIGHT: REPORTS FROM ADMINISTRATION

8.1 Report from Director of Operations

Councillor Muir noted that he was pleased with the continued Safety Meetings being held with the Public Works crew. Mayor Robinson voiced that the crew was doing a great job with clearing the large amounts of snow that we have received over the past month. Councillor Todesco asked for an update on the backhoe options. The Director of Operations and CAO noted that they are in contact with representatives from dealers and are continuing to search for a machine.

Resolution #6

Moved by: Councillor Todesco

Seconded by: Councillor Muir

BE IT RESOLVED THAT the report from the Director of Operations be received.

CARRIED

8.2 Report from Community Development Officer

The CDO explained the resolutions going forward for approval from Council; including awarding the General Contractor contract for the Sewer and Watermain Upgrades project to Makkinga Contractors, and the approval of an application for the Inclusive Community Grant.

Resolution #7

Moved by: Councillor Park

Seconded by: Councillor McDonald

BE IT RESOLVED THAT the report from the Community Development Officer be received.

CARRIED

Resolution #8

Moved by: Councillor Todesco
Seconded by: Councillor McDonald

BE IT RESOLVED THAT Makkinga Contractors be awarded the contract as the General Contractor for the Sewer and Watermain Upgrades of Brompton Road.

CARRIED

Resolution #9

Moved by: Councillor McDonald
Seconded by: Councillor Park

BE IT RESOLVED THAT Council supports the application and project plan for the Inclusive Community Grant, which includes community consultation and a presentation to Council, to be completed by March 31, 2023.

CARRIED

8.3 Report on Administrative Activity

Councillor Muir asked for an elaboration of the Fire Fighter Certification briefing. The CAO responded that he and the Fire Chief met with the Fire Marshall the week before regarding changes that affect volunteer fire departments in small communities. He stated that follow-up meetings are being set to further discuss the new training requirements that the Province is mandating. Direction was also given to continue with Closed Session at the beginning the Council Meetings and to keep the Arena Ice operating until March 20th, 2022.

Resolution #10

Moved by: Councillor Park
Seconded by: Councillor Muir

BE IT RESOLVED THAT the report on Administrative Activity, be received.

CARRIED

8.4 Report on Automatic Annual Wage Increase for Non-Union

Councillor Muir stated he would prefer for Council to be removed from the list of staff included in the automatic increase. Councillor Todesco noted that he was also opposed to a wage increase for Council.

Resolution #11

Moved by: Councillor Park
Seconded by: Councillor McDonald

BE IT RESOLVED THAT Council approves an automatic Annual Wage Increase for applicable Non-Union employees based on the unionized contract, commencing in the 2023 calendar year.

CARRIED

NINE: BY-LAWS

No by-laws were presented for passing.

TEN: NEW BUSINESS

No items of new business were raised by members of Council.

ELEVEN: UNFINISHED BUSINESS

The CAO gave a brief verbal update on the ongoing items of Unfinished Business, including an update on the recycling options, business recognition program and recreation master plan.

TWELVE: CLOSED SESSION

Council did not go into Closed Session.

THIRTEEN: REPORT FROM CLOSED SESSION

There was no report from Closed Session.

FOURTEEN: CONFIRMING BY-LAW

Resolution #12

Moved by: Councillor Todesco

Seconded by: Councillor Muir

BE IT RESOLVED THAT By-law 2021-1269, to confirm the proceedings of this evening's meeting, be passed as circulated.

CARRIED

FIFTEEN: ADJOURNMENT

There being no further business to conduct, Mayor Robinson declared the meeting adjourned at 7:40p.m.

Mayor

Chief Administrative Officer/Clerk

March 1, 2022

Dear Mayor Darquise Robinson and members of Council,

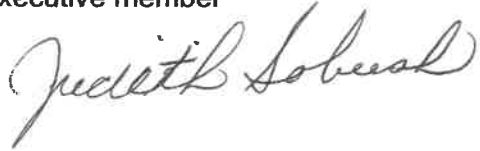
On behalf of the Red Rock Bowling League executive I'm requesting your consideration for a donation towards our final Pins Over Average (POA) windup awards.

The executive feels that the more people that win something the chances are they will want to come back and bowl again in the future.

That said, we are requesting that all the money collected during the last week of bowling be donated back to the bowling league for the awards.

Your consideration for this request is greatly appreciated and we look forward to hearing back from you.

Judith Sobush
Red Rock Bowling League
Executive member

A handwritten signature in cursive script that reads "Judith Sobush". The signature is written in black ink and is positioned below the typed name and title.

Mark Figliomeni - CAO/Clerk Township of Red Rock

From: EA Inbox <EA.Inbox@tbdssab.ca>
Sent: March 2, 2022 1:46 PM
To: 'mark.wright@greenstone.ca'; 'cao@marathon.ca'; 'conmee@conmee.com'; 'mavis@doriontownship.ca'; 'gillies@tbaytel.net'; 'cao@manitouwadge.ca'; 'kellyp@nipigon.net'; 'twpoconn@tbaytel.net'; 'Wayne.hanchard@oliverpaipoonge.on.ca'; 'cao@shawbiz.ca'; 'cao@schreiber.ca'; 'pgreenwood@shuniah.org'; 'cao@terracebay.ca'; 'norm.gale@thunderbay.ca'; 'kristina.miousse@greenstone.ca'; 'clerk@neebing.org'; 'cao@marathon.ca'; 'conmee@conmee.com'; 'mavis@doriontownship.ca'; 'gillies@tbaytel.net'; deputyclerk@manitouwadge.ca; 'kellyp@nipigon.net'; 'twpoconn@tbaytel.net'; 'wayne.hanchard@oliverpaipoonge.on.ca'; 'cao@shawbiz.ca'; 'cao@schreiber.ca'; 'clerk@shuniah.org'; 'cao@terracebay.ca'; 'krista.power@thunderbay.ca'
Subject: TBDSSABChild Care & Early Years' Advisory Table: Deadline extended to March 11

Good afternoon,

Please share this information with your council and any other interest party.

The deadline to apply to The District of Thunder Bay Social Services Administration Board's **Child Care and Early Years' Advisory Table** has been extended to 4pm on March 11, 2022.

The purpose of the Table is:

- to review the Child Care and Early Years' Service System Plan, and
- to assist the Board in meeting its obligations under the Child Care Early Years Act 2014, the obligations as the Service System Manager, and
- to assist TBDSSAB in meeting its strategic priorities to broaden engagement and participation of our rural and urban partners and stakeholders.

Members serve for a three-year term (January 2022 – December 2024) with meetings scheduled semi-annually. Please see [Child Care and Early Years' Advisory Table - Terms of Reference](#) for more detailed information.

We welcome former members and new applicants to submit a one-page application. **The CCEY Advisory Table may include members of the Board, members of District municipal councils, and members of the general public.**

Interested candidates are invited to submit a one-page summary of qualifications and interest in the fields of Child Care and Early Years programming by email, fax or mail to:

Office of the Chief Administrative Officer
231 May Street South
Thunder Bay, ON P7E 1B5
Fax: 807.345.6146
Email: EA.Inbox@tbdssab.ca

Please share this call for nominations with your councils and individuals in your communities who may be interested in this opportunity.

Thank you,

Glenda Flank, Executive Assistant to the CAO

The District of Thunder Bay Social Services Administration Board

TF: 1-877-281-2958 | T: (807) 766-2103 | F: (807) 345-6146 | www.tbdssab.ca

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**Ministry of Northern
Development, Mines,
Natural Resources and
Forestry**

Office of the Deputy Minister

Room 6643, Whitney Block
99 Wellesley Street West
Toronto ON M7A 1W3
Tel: 416-314-2150

**Ministère du
Développement du Nord,
des Mines, des Richesses
naturelles et des Forêts**

Bureau de la sous-ministre

Édifice Whitney, bureau 6643
99, rue Wellesley Ouest
Toronto (Ontario) M7A 1W3
Tél.: 416-314-2150



354-2022-108

February 25, 2022

Her Worship Darquise Robinson
Mayor
Township of Red Rock
drobinson@redrocktownship.com

Dear Mayor Robinson:

I would like to thank you and your delegation for meeting with me at this year's Rural Ontario Municipal Association meeting.

I appreciated learning about the matters that are important to your community.

The ministry's Regional Economic Development Branch will work with the Township of Red Rock to explore potential funding options for the highway bridge and lift station development projects. The Northern Development Advisor for your community is Ryan Lipcsei, who can be reached at ryan.lipcsei@ontario.ca or at 807-475-1210.

I look forward to working with you to advance opportunities in your community.

Sincerely,

A handwritten signature in blue ink, appearing to read "Monique Rolf von den Baumen-Clark".

Monique Rolf von den Baumen-Clark
Deputy Minister

c: Mark Figliomeni, CAO, Township of Red Rock
Ryan Lipcsei, Northern Development Advisor, Thunder Bay and Area



Representing the Districts of Kenora, Rainy River and Thunder Bay
P.O. Box 10308, Thunder Bay, ON P7B 6T8
www.noma.on.ca
p. 807.683.6662 e. admin@noma.on.ca

February 28, 2022

Attention: Mayor and Council

NOMA Board Meeting Summary Report for February 23, 2022

New Firefighter Standards

NOMA Board discussed the new proposed standards and will send a letter to Solicitor General Jones to outline our concerns, mainly the implications this may have to small municipalities with volunteer and composite fire services. NOMA will request a meeting with Solicitor Jones to discuss our concerns.

NPI Immigration Portal

NOMA Board discussed the potential of taking over responsibility of the immigration Portal currently hosted by the City of Thunder Bay. NPI has proposed to take responsibility for all costs over the next 3 years. The City of Thunder Bay supports NOMA taking over the Immigration Portal. The Board would like more information and the ED will set up a meeting with NPI to discuss this further.

NOMA Board meetings are scheduled as follows:

April 27th 11am to 1pm (CST) – in person Fort Frances
June 22nd 9:30am to 12:30pm (EST) – in person Thunder Bay
August 12th 9:30am-12:30pm (EST) – virtual
October 5th 9:30am-12:30pm (EST) in person Thunder Bay
November 23rd 9:30am-12:30pm (EST) in person Thunder Bay

NOMA Conference

The NOMA Board has decided on Maverick Group for our AV services as they are able to host an interactive hybrid event. In the event Covid restrictions change we will be able to respond and still move forward without any interruptions to our scheduled conference. Registration will open by Monday February 28th.

Executive Director Position

The Board has recognized the increase in time requirements for the ED position. The Board has decided to make the ED position fulltime and as such has increased the hours per week from 32 to 35 and increased the salary \$10,000 (all inclusive to include source deductions).

Joint and Several Resolution to support AMO

NOMA will submit a letter to support AMO in their Joint and Several Resolution.

NOSM Letter of Support

NOMA will supply a letter to NOSM to endorse NOSM University's application to The Council of Ontario Universities.

LU Partnership

The ED provided the NOMA Board with options for facilitating the completion of the Strategic Plan initiatives. NOMA is considering a partnership with Lakehead University to recruit a student to help with some of the Strategic Plan initiatives over the next 5 years.

Bill 59

NOMA will submit a letter to support Bill 59 "Making Northern Ontario Highways Safer Act, 2021"

ERO Posting 019-4995 re Caribou

NOMA will submit comments to the ERO Posting 019-4995 Conservation Agreement for Boreal Caribou in Ontario to ensure any changes do not affect forestry and mining operations in Northwestern Ontario. We will also submit a letter to Minister Piccini to support OFIA comments to this ERO Posting.

We The Nuclear Free North

This Public Interest Group requested our contact list for municipalities in our membership. NOMA will decline their request as we do not have permission from all municipalities to share this information regardless of this information being available on municipal websites. The ED will bring forward a policy amendment to ensure the language in our policies is very clear to show what our organizations mandate is to avoid these requests in the future.

Municipal Association/League Updates:

TBDML – Their AGM is March 24/25th.

KDMA – Fred Mota reported they had AGM on January 19/20th virtually. Had resolutions come out of their AGM that will be forwarded to ED for NOMA AGM such as reducing OPP costs, Immigration pilot, housing etc.

RRDMA – Deb Ewald reported AGM is January 15th and some issues discussed include lack of any rest stops along highway and serious doctor shortage.

Executive Director Report:

- NOMA participated in a Multi-Minister Delegation and a joint delegation with FONOM & NOSDA regarding Mental Health, Addictions, and Homelessness at the ROMA Conference in January.
- NOMA has formed a partnership with IPAC.
- NOMA participated in a roundtable discussion with Federal Minister of Rural Economic Development Gudie Hutchings to discuss economic development opportunities and concerns in the region.
- NOMA participated in a meeting with PA Sandhu to discuss OCIF and AMP.
- Mental Health Resources and Orange shirt day resources were added to the NOMA website.

Issue Tracker Updates:

NWMO: Jason Young and Andrea Strawson are the new NWMO reps. Next meeting is March 17th.

Railway Taxation: The government was not interested in pursuing the taxation issue. A discussion occurred regarding railway crossings and the cost to municipalities. We will revise this tracker to remove taxation and move forward with railway issues. NOMA will start a taskforce to look into railway issues and ED will look into whether NPI could do some research on this for us.

The Next NOMA Board meeting will take place on April 27th in Fort Frances. A Special NOMA Board meeting will take place on March 23rd to adopt the Strategic Plan.

Please contact me at any time if you wish to discuss any NOMA matters.

Sincerely,



Andrea Strawson
Executive Director of NOMA
(807) 683-6662
admin@noma.on.ca



Representing the Districts of Kenora, Rainy River and Thunder Bay

P.O. Box 10306, Thunder Bay, ON P7B 6T8
www.noma.on.ca

p. 807.683.6662 e. admin@noma.on.ca

February 28, 2022

The Honourable Sylvia Jones
Solicitor General of Ontario
George Drew Building, 18th Floor
25 Grosvenor St.
Toronto, ON, M7A 1Y6
VIA: Email sylvia.jones@pc.ola.org

RE: Firefighter Certification

Dear Solicitor General Jones,

The Northwestern Ontario Municipal Association (NOMA) is writing you in response to the draft regulations posted on January 28, 2022, regarding firefighter certification. NOMA supports the creation of firefighting certification in Ontario, and we believe this the right direction. However, we do not support the current proposed standards as they will likely have a negative impact on many of the Municipalities in Northwestern Ontario.

The time period provided for review and consultation was too short to adequately understand the implications of the proposed firefighter regulations. NOMA has some concerns with the proposed standards and we and our municipal members require more time to achieve a comprehensive understanding of how the regulations will impact municipal governments in our region. We request that additional time is provided for consultations to review and discuss this matter to ensure that the firefighter certification is done properly, and municipalities are not adversely burdened, particularly small and rural municipalities with volunteer and composite firefighting teams.

It is our understanding that the proposed standards for the Ontario Seal will be aligned with the National Fire Protection Association (NFPA) professional qualification standards without requiring the NFPA certification. NOMA is concerned that the NFPA certification will not align with how full-time volunteer fire departments operate. While NFPA will work for some municipalities, many smaller municipalities have volunteer and composite fire departments, and this certification will require additional training and costs to operate fire services in municipalities. For most small municipalities in our region, it is not an option to secure full-time firefighters as municipal budgets are already stretched thin and there is no room to finance this level of fire service. Therefore, it is important that the firefighter certification does not hinder volunteer and composite fire fighting teams and that the Ministry propose measures to support volunteer recruitment and composite fire services to become compliant. We understand there are provisions in place to ensure municipalities are not burdened with unnecessary costs for retraining firefighters who have already been trained to a suitable level determined by Council. However, provisions must also include measures to attract and retain volunteer firefighters to serve their communities. NOMA stresses that additional training measures and certification must not hinder those who wish to volunteer as firefighters.

It is critical that funding accompany the firefighter certification requirements for those municipalities that will experience a financial burden to implement the changes required under the proposed regulations. We request that the Ministry provides financial support to municipalities adopting the new firefighting certification. The level of financial support should be based on the needs of the municipality. Further consultations with municipalities could provide the Ministry valuable insight as to what the training needs, expected impacts, and time requirements to compile this information are for each municipality. This information can then be used to design a means of providing financial support for small, rural, northern, volunteer, and composite fire services (or any service disproportionately burdened by certification).

Furthermore, NOMA is concerned that the proposed time frame for implementation to have each department's members meet the "qualified" fire training is too quick and may result in small community fire departments struggling to meet the deadline. We request that the Ministry extend the timelines for certification of existing Fire Department personal to 2026 as the proposed deadline is a problem for small municipal with 100% volunteer fire departments.

Therefore, while NOMA does support the creation of firefighter standards, we believe the province should create standards specific to Ontario while remaining cognisant of the needs of volunteer fire departments in small rural communities now and in the future. We request that more consultation take place to ensure municipalities will not be negatively affected and that the Ministry provides financial support for small and rural municipalities with volunteer and composite fire services. Lastly, we request a meeting with the Hon. Solicitor Jones to discuss the concerns outlined in our letter and how to move forward.

Please contact our Executive Director, Andrea Strawson, at admin@noma.on.ca to organize a meeting time.

Thank you for your time in this matter and we look forward to discussing this matter further.

Sincerely,



Wendy Landry, President, NOMA
Mayor, Municipality of Shuniah

CC Association of Municipalities of Ontario (AMO), Rural Ontario Municipal Association (ROMA), and NOMA clerks and CAO's



Representing the Districts of Kenora, Rainy River and Thunder Bay

P.O. Box 10308, Thunder Bay, ON P7B 6T8
www.noma.on.ca

p. 807.683.6662 e. admin@noma.on.ca

February 23, 2022

Resolution 2022-02: Joint and Several Liability

Background:

Municipalities across Ontario are experiencing surging insurance costs. Northwestern Ontario municipalities have seen an average increase of 21.5% for 2021 over 2020 costs. This is unsustainable and has the potential to bankrupt some municipalities if left unbridled. Many communities in Northwestern Ontario are small and experience greater difficulty managing such increases. They are unable to cover additional costs and their only option is to make sacrifices in other areas by reduce services or increase municipal property taxes.

The higher rates, more restrictive coverage terms, and increased deductibles are largely due to a hardening of the insurance market from a shrinking pool of insurers, post-pandemic uncertainty, climate change, and cyberattacks. Climate change and cyberattacks have forced insurance companies to recalculate their rates in the face of a more uncertain future and further examination of these factors is needed to better calculate their actual risk. Additionally, low prime-interest rates and bond yields are diminishing investment returns for insurance companies, leading to premium hikes to meet shareholder demand. The legal requirement for municipalities to have joint and several liability is a factor in the increases, as these types of claims have intensified in recent years. The unfortunate reality is if one defendant is unable to pay, the other can be held wholly responsible for a particular incident and municipalities are often targeted deliberately as they have the deepest pockets.

Recommendation:

WHEREAS municipal governments provide essential services to their communities and their ability to provide those services is negatively impacted by the exorbitant rise in insurance costs;

AND WHEREAS one of the drivers of rising insurance costs is joint and several liability, which assigns disproportionate liability to the municipality for an incident relative to their responsibility for it;

AND WHEREAS the Government of Ontario has the authority and the responsibility for the legal framework of joint and several liability;

AND WHEREAS the Premier of Ontario committed to review the issue in 2018 with the view of helping municipal governments manage their risks and costs;

AND WHEREAS the Association of Municipalities of Ontario on behalf of municipal governments has provided seven recommendations in its report titled "Towards a Reasonable: Addressing growing municipal liability Page 9 of 19 Council Minutes January 26, 2022 and insurance costs" dated October 1, 2019 to align municipal liability with the proportionate responsibility for incidents and capping awards;

THEREFORE BE IT RESOLVED THAT the Northwestern Ontario Municipal Association hereby supports AMO's recommendations;

FURTHER BE IT RESOLVED THAT the Northwestern Ontario Municipal Association does hereby call on the Attorney General of Ontario to work with municipal governments to put forward a plan of action to address joint and several liability before the end of the government's current term to that municipalities can continue to offer high quality services to their communities.

FURTHER BE IT RESOLVED THAT a copy of this resolution be forwarded to Attorney General, the Honourable Doug Downey, Minister of Municipal Affairs and Housing, the Honourable Steve Clark, AMO President, Jamie McGarvey, MPP Michael Gravelle, Thunder Bay – Superior North, MPP Judith Monteith-Farrell Thunder Bay-Atikokan, and all clerks and CAO's.

Moved By:

Seconded By:

CARRIED



President

Township of Red Rock

Mark Figliomeni
Salls Street, PO Box 447
Red Rock, Ontario P0T 2P0
Phone: 807-886-2245

Dear Mr. Figliomeni,

The Community of Lake Helen Reserve wants to respond to a growing need for a culturally appropriate safe house facility for Red Rock Indian Band women, children or 2SLGBTQQIA+ members who are currently facing abusive and/or dangerous situations at home. Currently, there are no similar services in the immediate area and the rates of domestic abuse have been steadily rising over past years – a symptom of insufficient housing and a disconnect from community and culture.

Lack of available housing causes overcrowding in the multigenerational homes. The unemployment rate is high, and individuals are spending more time at home. Some off reserve members do not have a place to come home and reconnect with their beliefs when found in troubling times. These factors combined lead to emotional stress, substance abuse and violence. As shown in the table below, domestic disturbances have been on the rise since 2018.

Table 1. Domestic disturbance and family dispute rates in Nipigon and Lake Helen. Data source: BI Cube RMS, Extracted: 25-May-2021 (Cube updated 22-May-2021). All level UCR.

	2018	2019	2020
Domestic Disturbances	49	59	72
Family Disputes	31	28	22
TOTAL	80	87	94

Recognizing this growing issue, Red Rock Indian Band proceeded to research the possibility of providing the service of a Community Support Centre for its community and members. Support for the Centre was reinforced through a community survey where 100% of respondents expressed the Red Rock was in need of a facility like this. Community members shared statements like:

- “A place for healing, social programs, acceptance, and a place to go is needed here.”
- “Looking forward for this to come to light, as I believe this will be an important way to help support families and children in need.”
- “I think this is another step in the right direction to self-healing, empowerment and regaining our rightful place on Turtle Island.”

This Centre will provide a safe haven for women, children or 2SLGBTQQIA+ community members fleeing abusive situations, or individuals with trauma and provide counselling and crisis services. The Centre will be a refuge to those in need of safety, emotional support and culturally appropriate services.

The proposed Lake Helen Reserve Community Support Centre is intended to provide a safe place for women, children or 2SLGBTQQIA+ escaping harm as well as provide office and programming space for

community health and well-being programming. The 3,140 SF, one-story, 3-unit building will be built on a central site within the community. The building allows for indoor and outdoor program space and incorporates Ojibwe culture into the design.

We are asking that the Township of Red Rock provide us with a letter of support that can state the strong rationale for the need of a local shelter.


Quantitative information can be based on:

- local data on family or gender-based violence
- data on assault crime rates
- prevalence of violence in proposed location in comparison with provincial or territorial data
- number of women, children, or 2SLGBTQQA+ people in need of shelter or transitional housing at any given time
- how far and by what means women and children have to travel to reach nearest shelters or transitional housing.
- how long it would take women and children to reach nearest shelters or transitional housing and how much it would cost.
- evidence of overcapacity in nearest similar facilities (may be in the form of letters from other shelters).

Qualitative information can be based on:

- culturally relevant reports
- narratives (not identified to preserve privacy)
- letters from nearest shelters or transitional housing describing situations of overcapacity
- gaps in services and programming offered by of services offered by nearest similar facilities
- gaps in culturally relevant services to Indigenous women, children, or 2SLGBTQQA+ people
- reports from community wellness workers, or from local organizations with close knowledge of shelters' needs or transitional housing for Indigenous women and children, or 2SLGBTQQA+ people

We sincerely appreciate your support for this project. If you have any further questions, please contact me at:

Melissa McDonald 
Melissa.mcdonald@rrib.ca
(403) 681-9722

Best Regards,

Melissa McDonald



**MINUTES OF INAUGURAL BOARD MEETING NO. 01/2022
OF**

THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: January 13, 2022

TIME OF MEETING: 10:00 AM

LOCATION OF MEETING: Microsoft Teams

CHAIR: Lucy Kloosterhuis

PRESENT: **OFFICIALS:**

Albert Aiello
Kim Brown
Shelby Ch'ng
Jody Davis
Andrew Foulds
James Foulds
Brian Hamilton
Kevin Holland
Rebecca Johnson
Lucy Kloosterhuis
Ray Lake
Elaine Mannisto
Aldo Ruberto
Wendy Wright

William (Bill) Bradica, Chief Administrative Office
Georgina Daniels, Director, Corporate Services Division
Ken Ranta, Director, Integrated Social Services Division
Glenda Flank, Recording Secretary

GUESTS:

Barry Caland, Manager, Infrastructure & Assets Management
Keri Greaves, Manager, Finance
Carole Lem, Communications & Engagement
Aaron Park, Supervisor, Research & Social Policy
Crystal Simeoni, Manager, Housing Programs
Katherine Bruneau, Process Review Lead

REGRETS:

Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda items; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda items. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

William Bradica, CAO opened the meeting and advised the Board Members that as this was the Inaugural Meeting of the Board he would Chair the meeting until the Board Chair was elected.

DISCLOSURES OF INTEREST

None.

NEW BUSINESS

None

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 22/01

Moved by: Elaine Mannisto
Seconded by: Kevin Holland

THAT with respect to the agendas for the Inaugural Board meeting of The District of Thunder Bay Social Services Administration Board for January 13, 2022, we approve that the agenda as printed;

AND THAT we approve any additional information and new business.

CARRIED

Resolution No. 22/02

Moved by: Kim Brown
Seconded by: Jody Davis

THAT with respect to the January 13, 2022 and the remainder of the 2022 agendas, we approve:

1. that any matters discussed or resolutions passed which relate to the business of The District of Thunder Bay Social Services Administration Board (TBDSSAB) shall be deemed to have been discussed by the Directors of TBDSSAB.
2. that any matters discussed or resolutions passed which relate to the business of the Thunder Bay District Housing Corporation (TBDHC) shall be deemed to have been discussed by the Directors of TBDHC.

CARRIED

ELECTION OF OFFICERS, COMMITTEE
AND ADVISORY TABLE MEMBERS

In accordance with O. Reg. 278/98 under the *District Social Services Administration Board Act*, the first item of business was to elect the Chair for the term ending on December 31, 2022. In accordance with the Governance and Procedural By-law No. 03-2021, the Vice-Chair, Committee and Table Members were also appointed.

A memorandum from William Bradica, CAO, dated January 5, 2022, outlining the nominations that took place at the December 16, 2021 Board Meeting and containing a resolution regarding the Nomination and Election of 2022 Board Officers, Committees and Advisory Tables, was presented to the Board for consideration.

Resolution No. 22/03

Moved by: Ray Lake
Seconded by: Jody Davis

THAT the position of Chair of The District of Thunder Bay Social Services Administration Board for the term ending December 31, 2022, be filled by Lucy Kloosterhuis.

AND THAT the position of Vice-Chair of The District of Thunder Bay Social Services Administration Board, for the term ending December 31, 2022, be filled by Kevin Holland.

AND THAT the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Audit Committee, for the term ending December 31, 2022:

1. Albert Aiello
2. Jody Davis
3. James Foulds
4. Kevin Holland
5. Ray Lake

AND THAT the Committee Chair be appointed at the first Committee meeting of the year.

AND THAT the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Child Care and Early Years Advisory Table, for the term ending December 31, 2022:

1. Lucy Kloosterhuis
2. Elaine Mannisto

AND THAT the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Community Homelessness Prevention Initiative Advisory Table, for the term ending December 31, 2022:

1. Kevin Holland
2. Aldo Ruberto

CARRIED

Lucy Kloosterhuis, Chair assumed the position of Chair for the rest of the Board meeting.

CONFIRMATION OF MEETING DATES

**2022 TBDSSAB Board Meeting Dates and
2023 Inaugural Meeting Date**

A memorandum from William Bradica, CAO dated January 5, 2022 containing a resolution to schedule the 2022 Board Meeting dates and the 2023 Inaugural Meeting date was presented for consideration.

William Bradica, CAO explained to the Board the reason for holding the June Board Meeting on the third Thursday instead of the fourth Thursday.

On consensus the Board agreed to amend the resolution to have the Board Meeting held on June 16.

Resolution No. 22/04

Moved by: Albert Aiello
Seconded by: James Foulds

THAT the regularly scheduled meetings of The District of Thunder Bay Social Services Administration Board for the year 2022 be held at the TBDSSAB Headquarters, in the City of Thunder Bay and/or via Microsoft Teams, beginning at 10:00 a.m. on the following dates:

Thursday February 17	Thursday July 21
Thursday March 17	Thursday September 15
Thursday April 21	Thursday October 20
Thursday May 19	Thursday November 17
Thursday June 16	Thursday December 15

AND THAT the next Inaugural Meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, January 12, 2023;

AND THAT any changes to the meeting schedule can be made by resolution of the Board.

CARRIED

At 10:11 a.m. Crystal Simeoni, Manager, Housing Programs and Barry Caland, Manager, Infrastructure & Asset Management joined the meeting.

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 21/2021 and 22/2021 (Regular and Closed Session) of The District of Thunder Bay Social Services Administration Board, held on December 16, 2021, respectively, were presented for confirmation.

Resolution No. 22/05

Moved by: Kevin Holland
Seconded by: Kim Brown

THAT the Minutes of Meeting No. 21/2021 and Meeting No. 22/2021 (Regular and Closed Session) of The District of Thunder Bay Social Services Administration Board, held on December 16, 2021, be confirmed.

CARRIED

REPORTS OF ADMINISTRATION

Statement of Board Remuneration

A memorandum from Roxanne Brunelle, Manager, Human Resources dated December 20, 2021 was presented to the Board to provide the Statement of Board Remuneration for 2021, for information.

**Request for Support for Thunder Bay
Indigenous Friendship Centre**

A memorandum from William Bradica, CAO, dated January 6, 2022, was presented to the Board to provide them with Administration's recommendation to support the request for core funding for the Thunder Bay Indigenous Friendship Centre, for consideration.

William Bradica, CAO provided a brief introduction to the memo and presented the recommendation from Administration.

Resolution No. 22/06

Moved by: Elaine Mannisto
Seconded by: Kim Brown

THAT we, The District of Thunder Bay Social Services Administration Board, endorse the request for support of the Thunder Bay Indigenous Friendship Centre (TBIFC);

AND THAT we direct Administration to draft a letter of support from the Board Chair on behalf of the Board, to be sent to Minister of Indigenous Service Canada, Patty Hajdu.

CARRIED

Request for Information from the City of
Thunder Bay Re: 230 West Amelia Street

A memorandum from William Bradica, CAO, dated January 6, 2022, was presented to the Board to provide them with correspondence received from the City of Thunder Bay requesting information regarding 230 West Amelia Street.

William Bradica, CAO responded to questions and provided clarification.

At 10:21 a.m. Rebecca Johnson, Board Member joined the meeting.

On consensus, the Board Chair and CAO will not appear before the City of Thunder Bay Council or at a meeting of the City's Inter-Governmental Affairs as requested, but that William Bradica, CAO will continue communications with City Manager of the City of Thunder Bay in the normal course of operations

At 10:24 a.m. Barry Caland, Manager, Infrastructure & Asset Management left the meeting.

Establishment of an Ontario Health
Team for the District of Thunder Bay

William Bradica, CAO provided a verbal update to the Board outlining the information received to date regarding the establishment of an Ontario Health Team for the District of Thunder Bay.

William Bradica, CAO responded to questions.

Social Services Relief Fund Update

Report No. 2022-01 (Integrated Social Services Division) was presented to the Board to provide the Board with updated information regarding the Ontario Social Services Relief Fund during the COVID-19 pandemic.

William Bradica, CAO responded to questions and provided clarification.

At 10:36 a.m. Aaron Park, Supervisor, Research & Social Policy joined the meeting.

Ken Ranta, Director, Integrated Social Services Division responded to questions.

At: 10:43 a.m. Brian Hamilton, Board Member joined the meeting.

William Bradica, CAO provided further information.

At 10:50 a.m. Andrew Foulds, Board member joined the meeting.

Homeless Enumeration Report 2021

Report No. 2022-02 (Integrated Social Services Division) relative to providing the Board with an overview of the findings of the 2021 Point in Time Survey and to seek the Board's endorsement of the recommendations resulting from the analysis of the data was presented for consideration.

William Bradica, CAO responded to questions and provided information.

Ken Ranta, Director, Integrated Social Services responded to questions.

Aaron Park, Supervisor, Research & Social Policy provided further information and responded to questions.

At 11:12 a.m. Keri Greaves, Manager, Finance joined the meeting.

A discussion was held regarding the tabulation of the Point in Time Count results by the province. On consensus Administration to inquire into the method and results of any tabulation and respond to the Board.

Resolution No. 22/07

Moved by: Elaine Mannisto

Seconded by: Kim Brown

THAT with respect to Report No. 2022-02 (Integrated Social Services Division), we, The District of Thunder Bay Social Services Administration Board (the Board), accept the 2021 Point in Time Survey report;

AND THAT the Board calls upon the Minister of Health and the Associate Minister of Mental Health and Addictions to provide additional mental health and addiction support services in the District of Thunder Bay;

AND THAT the Board calls upon the Ministry of Children, Community and Social Services to address the service gaps in the child welfare system that contribute to homelessness;

AND THAT the Board calls upon the Minister of Health, the Minister of Children, Community and Social Services and the Minister of Municipal Affairs and Housing for expanded funding to establish appropriate transitional housing and supports to assist a greater number of individuals and families experiencing homelessness;

AND THAT the Board calls upon the federal Minister of Housing Inclusion and Diversity, the federal Minister of Indigenous Services, the federal Minister of Health and the federal Minister of Mental Health and Addictions to establish, in consultation with Indigenous partners, new affordable housing programs and appropriate support services to assist Indigenous people living in urban and rural areas;

AND THAT the Board directs Administration to explore opportunities to continue research partnerships to determine the causes of migratory and transient homelessness, and other issues related to homelessness, in order to inform the development of adequate social policy interventions;

AND THAT a copy of this Resolution and the related reports be circulated to the Prime Minister of Canada, the Premier of Ontario, the relevant Federal and Ontario Ministers, the District of Thunder Bay municipalities, the Ontario Federation of Indigenous Friendship Centres, The Metis Nation of Ontario, Ontario Native Women's Association, Anishnabek Nation, Nishnawbe Aski Nation, Matawa First Nations, Nokiiwin Tribal Council, Thunder Bay Indigenous Friendship Centre, and Thunderbird Indigenous Friendship Centre.

CARRIED

At 11:41 a.m. Crystal Simeoni, Manager, Housing Programs and Aaron Park, Supervisor, Research & Social Policy left the meeting.

**Year 2022 Weighted Assessment
Calculation and 2022 Levy Apportionment**

Report No. 2022-03 (Corporate Services Division) was presented to the Board to provide the 2022 weighted assessment calculation and 2022 levy apportionment, for information.

A brief discussion was held regarding the 2022 Levy Apportionment.

**Revised Approval and Signing Authorization
Policy**

Report No. 2022-04 (Corporate Services Division) was presented to the Board to provide the 2022 weighted assessment calculation and 2022 levy apportionment, for information.

Resolution No. 22/08

Moved by: Brian Hamilton
Seconded by: Jody Davis

THAT with respect to Report No. 2022-04 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board) approve the updated Approval and Signing Authorization Policy, dated January 13, 2022, as presented;

AND THAT the Chief Administrative Officer be authorized to amend this Policy with respect to housekeeping items, as may be required from time to time.

CARRIED

BY-LAWS

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, February 17, 2022, at 10:00 a.m., via Microsoft Teams.

ADJOURNMENT

Resolution No. 22/09

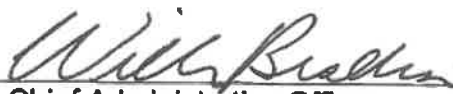
Moved by: Andrew Foulds
Seconded by: Ray Lake

THAT the Inaugural Board Meeting No. 01/2022 of The District of Thunder Bay Social Services Administration Board, held on January 13, 2022, be adjourned at 11:48 a.m.

CARRIED



Chair



Chief Administrative Officer

**The Corporation of the Township of Red Rock
Administrative Report**

Date: March 7th, 2022
To: Mayor and Council
Subject: CAO/Clerk/Treasurer - Activity Report
Submitted by: Mark Figliomeni – CAO/Clerk/Treasurer

BACKGROUND:

February 23rd, 2022 – March 7th, 2022

DISCUSSION:

This report is for information only and provides Council with an update on the activities within the office of the CAO/Clerk/Treasurer.

Please feel free to ask any questions that you may have and reach out at any time.

SUMMARY OF ACTIVITY:

- *Bi-Weekly Internal Staff / Team Meetings / Discussions**
- *Day to Day Operations- General Discussions / Stakeholders**
- *TBDHU – Covid -19 - Weekly Update**
- *MAP Course – Session # 3 & 4 – AMCTO Training – CAO**
- *Meetings with PSD Citywide – Compliance – Asset Management**
- *Meetings with Federal & Provincial Government – WPCP – Process**
- *Meetings with Legal – Discussions – Potential Litigation – General Matters**
- *Attended NOMA Board Meeting – February 23rd, 2022**
- *Meeting with Infrastructure Ontario – Financing Options - Projects**
- *Meetings with MNP Financial – Discussions – Agreement**
- *MPAC Meeting – Municipal Connect – Overview / Training**
- *BDO – Audit Team – Onsite the week of March 7th, 2022**
- *Real-Tax – Municipal Tax Sale – Property**

This is a summary of some of the activity within Administration & the Office of the CAO/Clerk/Treasurer, things continue to go well and remain extremely busy. We

continue to strive to move forward as a community and a team, this is our major focus & part of our overall vision.

Monitoring Situations

***Continue to monitor the Covid-19 regulations and requirements on a daily basis as we continue to manage our way through this ever changing process.**

***Continue to set internal policies and procedures based on overall best practice within the Municipal Act.**

Direction / Discussion / Updates

The Ice Trail at the Marina is officially closed for the season due to conditions and elements.

Council meetings will continue to be held via Zoom for this meeting and will potentially move to In-Person for our next scheduled meeting of Council. We will provide an update prior to the next meeting.

Mayor Gary Nelson was presented an Ontario Volunteer Service Award on Monday February 28th, 2022 for 60 years of community service. Congratulations to Mayor Nelson and Thank you for the years of service to the Township of Red Rock.

**TBDML – Annual Meeting & Conference – March 24th/25th – Thunder Bay
OGRA – Conference – April 10th/13th – Toronto
NOMA – Conference – April 27th/29th – Fort Frances**

Municipal Owned Property – Direction and/or discussion on a process for potential sales.

**The Corporation of the Township of Red Rock
Administrative Report**

Date: March 7th, 2022
To: Mayor and Council
Subject: Fee's & Service Charges Schedule – 2022
Submitted by: Mark Figliomeni – CAO/Clerk/Treasurer

RECOMMENDATION:

Administration is looking for discussion and direction of Council to bring this document forward at the next meeting of Council for approval by resolution.

BACKGROUND:

Annual Fee's & Service Charges Schedule.

DISCUSSION:

Verbal Update from CAO

ATTACHMENTS:

None

AVAILABLE UPON REQUEST:

Verbal

Township of Red Rock

Schedule 'A' to By-law

Fee's and Service Charges Effective January 1, 2022

2021

Services:

Charges:

Municipal Office

Lottery Licenses

Nevada's Raffles \$ 15.00 Box
3% of Prize value

Lawyers Requests

Tax Certificates \$ 40.00
Zoning Compliance & Work Order Certificates \$ 60.00 20
Water Arrears Certificates \$ 40.00

Cats & Dogs

Dog License \$ 10.00
Cat License \$ 10.00
Replacement Tag \$ 3.00
Seniors age 65 Free

Misc.

Photocopies \$ 0.25 /page
Faxes \$ 1.00 /page
Commisioned Documents \$ 10.00 * NEW*
Seniors (65) & toll free - no charge
NSF \$ 35.00 plus bank charges
Zoning By-law Copy \$ 15.00
Official Plan Copy \$ 15.00
Registered Letters \$ 15.00 plus postage
Transfer funds from one water/tax acct to another - customer request \$ 25.00

Municipal Tax Sale Costs

Tax Arrears Registration/Final Notices As invoiced by Realtax 600
Tax Arrears Extension Agreement As invoiced by Realtax 200
Public Sale of Tax Arrears Properties As invoiced by Realtax 1200

Planning Act Applications

OMB Hearing (does not include appeals) \$ 1,500.00
Draft Plan of Subdivision Application \$ 1,000.00
Subdivision Agreement \$ 1,000.00
Site Plan Agreement \$ 750.00
Official Plan Amendments \$ 800.00
Zoning By-law Amendments \$ 750.00
Minor Variances/Consents \$ 100.00

Recreation

Room Rentals (all plus HST)

Arena \$ 600.00
Gymnasium
Dance \$ 450.00
Beer Garden \$ 450.00
Non Liquor Event \$ 250.00
Gymnasium Non-Profit Volunteer No Charge
Full Gym \$ 30.00 per hour plus HST
Instructor Fee for Programming \$ 10.00 per hour plus HST 30
Bouncy Castles* **Rental in Rec Centre Only** \$ 60.00 per hour plus HST 50
additional castle \$ 25.00 per hour plus HST
* includes Gymnasium Rental in price *
Gym Lounge/Golden Club/Teen Town
1/2 day (3 hours) \$ 50.00 plus HST
Full Day (3- 6 hrs) \$ 70.00 plus HST
\$ 20.00 per hour plus HST

***NOTE* If rental is outside of scheduled hours, additional charges for staff overtime will be charged**

Gymnasium & Lounge \$ 50.00 per hour plus HST
Non-Profit Volunteer No Charge

(SUMMER)	Arena Floor	Youth Sports	\$ 15.00	per hour	plus HST
		Adult Sports	\$ 30.00	per hour	plus HST

NOTE: All Gym & Arena Rentals with music must pay SOCAN Music Fee by law

Bowling Rental Rates					
	Parties (includes 1 hour use of Gym Lounge)		\$ 70.00		plus HST
					* NEW*
Bowling Rates (HST Included)	Per Game	Students/Children	\$ 4.00		* NEW*
		Seniors 55+	\$ 4.00		* NEW*
		Adults	\$ 5.00		* NEW*
		Shoes	\$ 1.00	per person	* NEW*

Ice Rental Rates					
	Minor Hockey/Figure Skating		\$ 66.00	per hour	plus HST
	Other leagues		\$ 70.00	per hour	plus HST
	Parties (includes 1 hour use of Gym Lounge)		\$ 70.00		plus HST

Ice User Fees (HST Included)	Seasonal	Children 0-12	\$ 60.00			
		Students 13+	\$ 70.00			
		Adults	\$ 80.00			
		Seniors 55+	\$ 60.00			
		Family (Immediate)	\$ 150.00			
	Punch Cards			10 days	25 days	
			Children	\$ 10.00	\$ 20.00	
			Students	\$ 15.00	\$ 25.00	
			Adults	\$ 20.00	\$ 30.00	
			Seniors	\$ 10.00	\$ 20.00	
Daily Fees		Children	\$ 2.00			
		Students	\$ 3.00			
		Adults	\$ 4.00			
		Seniors	\$ 2.00			

Fitness Room (HST Included)	Per Person		\$ 7.00	per day		
			\$ 25.00	per week		
			\$ 65.00	per month		
			\$ 90.00	3 months		
			\$ 130.00	6 months		
			\$ 225.00	1 year		
		Seniors (age 55)/Students		\$ 35.00	per month	
				\$ 47.50	3 months	
				\$ 67.50	6 months	
				\$ 100.00	1 year	
		Family		\$ 130.00	per month	
				\$ 180.00	3 months	
				\$ 230.00	6 months	
				\$ 350.00	1 year	

NOTE: If required - After regular hours of operation, labour rates at cost - see GENERAL LABOUR
NOTE: Fire Fighters receive 60% off a Per Person Membership after probationary period

Fees for Services

Public Works

Charges

General Labour

Labour - per person	\$ 40.00		plus HST
Labour - per person (after normal hours)	\$ 60.00		plus HST
Machinery	\$ 65.00	per hour	plus HST
Material	cost + 20%		plus HST

Water Sewer Rates

Residential	\$ 49.22		46.88
Multi-Residential	\$ 23.56	per unit	22.44
Commercial/Industrial	\$ 103.67		98.73
Consumption	\$ 2.12	cu/m	2.02
Water/sewer Split (Internal)		62/38	
Disconnect after April 1	\$35.00		
Disconnect after October 31	\$65.00		
Reconnect after April 1	\$35.00		

Reconnect after October 31 \$65.00
 Arrears 1.25%

Building Code

Building Permit \$0 to \$2,500.00 value \$ 40.00 35
 \$2,501 - \$5,000 value \$ 45.00
 \$5,001 & over \$ 45.00 plus \$5.00 per \$1,000.00 value
 Demolition Permit \$ 40.00
 Application Deposit \$ 100.00
 Curb Cutting Permit \$ 40.00 * NEW*

Dump Fees

Resident 1/2 ton no charge
 Resident over 1/2 ton \$ 20.00 per load
 Resident Curbside pick-up \$ 50.00 per load or part
 Residential Curbside clean-up (3rd notice) \$ 50.00
 Non-Resident 1/2 ton \$ 20.00 per load
 Contractor 1/2 ton \$ 20.00 per load
 Contractor Tandem Load \$ 50.00 per load
 Contractor Tri-axle \$ 80.00 per load
 Hazardous Material local (asbestos) \$ 50.00 cu/yd plus labour costs
 Hazardous material non-local (asbestos) \$ 60.00 cu/yd plus labour costs
 Bulk contaminated soil set by CAO & PWS as needed
 Septic - Residential \$ 20.00
 Septic - Non Residential \$ 30.00
 Septic - 1000gal or over \$ 40.00
 Fridge/Freezer Disposal \$ 50.00 per unit * NEW*

Equipment Rentals

All plus HST per day

Tables \$ 5.00 per table per 3 days or part
 Chairs \$ 1.00 per chair per 3 days or part
 Picnic Tables \$ 15.00 per month or part

Misc

Gazebo/Platform Wedding Service \$ 100.00 per event plus HST
 Marina Park Wedding Service \$ 200.00 per event plus HST
 Food Stand Licence \$ 150.00 per calendar year plus HST

Marina

Boat Storage Outside Fence \$ 150.00 Oct 1/May 31 plus HST
 Boat Storage Inside Fence \$ 300.00 Oct 1/May 31 plus HST
 Plane storage \$ 300.00 Oct 1/May 31 plus HST
 Boat Storage Outside Fence \$ 100.00 June 1/Sept 30 plus HST
 Boat Storage Inside Fence \$ 200.00 June 1/Sept 30 plus HST
 Plane storage \$ 200.00 June 1/Sept 30 plus HST
 Boat Launch - Township assist \$ 85.00 plus HST
 Boat Out - Township assist \$ 85.00 plus HST

Slip Fees	(plus HST)	Resident	Non-resident
18 feet		\$ 360.00	\$ 375.00
20 feet		\$ 390.00	\$ 405.00
23 feet		\$ 402.00	\$ 427.00
25 feet		\$ 440.00	\$ 462.00
27 feet		\$ 450.00	\$ 475.00
30 feet		\$ 475.00	\$ 495.00
33 feet		\$ 495.00	\$ 515.00
36 feet		\$ 525.00	\$ 546.00
37 feet and over		\$ 18.00	\$ 19.00 per foot
Inside tee slip A, B & C		min \$540	min \$562
Outside tee slip A, B & C		\$ 17.00	\$ 20.00 per foot
		min \$540	min \$562.00
Deposit		20%	20%
Key Deposit		\$ 50.00	

Monthly docking Seasonal Fee/3 plus \$25.00
 Overnight docking Resident = length X \$.80
 Non-Resident = length X \$.85

Launching Season \$ 40.00 \$ 60.00
 Daily \$ 6.00 \$ 8.00
 Boat Pumpout \$ 25.00
 Trailer pumpout \$ 5.00

Power Receptacles	\$	14.00	per day
	\$	185.00	per month
	\$	475.00	per season

(Power off September 30th)

Fees for Services

Camping		\$30.00	per night
		\$170.00	per week
		\$600.00	per month
Showers		\$4.00	
Marina Bulding Rental	Conference Room - with no equipment	\$100.00 morning \$100.00 afternoon \$100.00 evening	4hrs + HST 4hrs + HST 4hrs + HST
	Conference Room - Equipment per period plus open early/late labour fee	\$100.00 \$30.00 hr	4hrs + HST plus HST

THE CORPORATION OF THE TOWNSHIP OF RED ROCK

BY-LAW 2022-1270

By-law to authorize entering into an agreement between the Corporation of the Township of Red Rock and Her Majesty the Queen in right of Ontario(as represented by the Minister of Northern Development, Mines, Natural Resources and Forestry)

WHEREAS the Municipality wishes to enter into an agreement authorizing the execution of the NORDS Transfer Payment Agreement.

NOW THEREFORE the Council of the Corporation of the Township of Red Rock ENACTS AS FOLLOWS:

1. That the Mayor and CAO are hereby authorized to execute the Agreement appended to this By-law as Schedule "A".
2. This by-law shall come into force and take effect on date of final passing.

Read a first and second time

This 7th day of March, 2022.

Read a third time and finally passed

this 7th day of March, 2022.

Mayor

Chief Administrative Officer/Clerk

ONTARIO TRANSFER PAYMENT AGREEMENT

THE AGREEMENT is effective as of the 1st day of April 2021

BETWEEN :

**Her Majesty the Queen in right of Ontario
as represented by the Minister of Northern Development,
Mines, Natural Resources and Forestry**

(the "Province")

- and -

The Corporation of the Township of Red Rock

(the "Recipient")

CONSIDERATION

In consideration of the mutual covenants and agreements contained in the Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

1.0 ENTIRE AGREEMENT

1.1 **Schedules to the Agreement.** The following schedules form part of the Agreement:

Schedule "A" - General Terms and Conditions
Schedule "B" - Project Specific Information and Additional Provisions
Schedule "C" - Project
Schedule "D" - Budget
Schedule "E" - Payment Plan
Schedule "F" - Reports.

1.2 **Entire Agreement.** The Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

2.0 CONFLICT OR INCONSISTENCY

2.1 Conflict or Inconsistency. In the event of a conflict or inconsistency between the Additional Provisions and the provisions in Schedule "A", the following rules will apply:

- (a) the Parties will interpret any Additional Provisions in so far as possible, in a way that preserves the intention of the Parties as expressed in Schedule "A"; and
- (b) where it is not possible to interpret the Additional Provisions in a way that is consistent with the provisions in Schedule "A", the Additional Provisions will prevail over the provisions in Schedule "A" to the extent of the inconsistency.

3.0 COUNTERPARTS

3.1 One and the Same Agreement. The Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

4.0 AMENDING THE AGREEMENT

4.1 Amending the Agreement. The Agreement may only be amended by a written agreement duly executed by the Parties.

5.0 ACKNOWLEDGEMENT

5.1 Acknowledgement. The Recipient acknowledges that:

- (a) the Funds are to assist the Recipient to carry out the Project and not to provide goods or services to the Province;
- (b) the Province is not responsible for carrying out the Project; and
- (c) the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.

- SIGNATURE PAGE FOLLOWS -

The Parties have executed the Agreement on the dates set out below.

**HER MAJESTY THE QUEEN IN RIGHT OF
ONTARIO as represented by the Minister of
Northern Development, Mines, Natural Resources
and Forestry**

Date

Helen Mulc
Assistant Deputy Minister

The Corporation of the Township of Red Rock

Date

Mr. Mark Figliomeni
CAO
I have authority to bind the Recipient.

Date

Name:
Title:
I have authority to bind the Recipient.

SCHEDULE "A"
GENERAL TERMS AND CONDITIONS

A1.0 INTERPRETATION AND DEFINITIONS

A1.1 **Interpretation.** For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency; and
- (e) "include", "includes" and "including" denote that the subsequent list is not exhaustive.

A1.2 **Definitions.** In the Agreement, the following terms will have the following meanings:

"Additional Provisions" means the terms and conditions set out in Schedule "B".

"Agreement" means this agreement entered into between the Province and the Recipient, all of the schedules listed in section 1.1, and any amending agreement entered into pursuant to section 4.1.

"Budget" means the budget attached to the Agreement as Schedule "D".

"Business Day" means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year's Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day and any other day on which the Province has elected to be closed for business.

"Effective Date" means the date set out at the top of the Agreement.

"Event of Default" has the meaning ascribed to it in section A12.1.

"Expiry Date" means the expiry date set out in Schedule "B".

"Funding Year" means:

- (a) in the case of the first Funding Year, the period commencing on the

Effective Date and ending on the following March 31; and

- (b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31 or the Expiry Date, whichever is first.

“Funds” means the money the Province provides to the Recipient pursuant to the Agreement.

“Indemnified Parties” means Her Majesty the Queen in right of Ontario, and includes Her ministers, agents, appointees, and employees.

“Loss” means any cause of action, liability, loss, cost, damage, or expense (including legal, expert and consultant fees) that anyone incurs or sustains as a result of or in connection with the Project or any other part of the Agreement.

“Maximum Funds” means the maximum set out in Schedule “B”.

“Notice” means any communication given or required to be given pursuant to the Agreement.

“Notice Period” means the period of time within which the Recipient is required to remedy an Event of Default pursuant to section A12.3(b), and includes any such period or periods of time by which the Province extends that time in accordance with section A12.4.

“Parties” means the Province and the Recipient.

“Party” means either the Province or the Recipient.

“Proceeding” means any action, claim, demand, lawsuit, or other proceeding that anyone makes, brings or prosecutes as a result of or in connection with the Project or with any other part of the Agreement.

“Project” means the undertaking described in Schedule “C”.

“Records Review” means any assessment the Province conducts pursuant to section A7.4.

“Reports” means the reports described in Schedule “F”.

A2.0 REPRESENTATIONS, WARRANTIES, AND COVENANTS

A2.1 General. The Recipient represents, warrants, and covenants that:

- (a) it has, and will continue to have, the experience and expertise necessary

to carry out the Project;

- (b) it is in compliance with, and will continue to comply with, all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Project, the Funds, or both; and
- (c) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and will continue to be true and complete.

A2.2 Execution of Agreement. The Recipient represents and warrants that it has:

- (a) the full power and authority to enter into the Agreement; and
- (b) taken all necessary actions to authorize the execution of the Agreement, including passing a municipal by-law authorizing the Recipient to enter into the Agreement.

A2.3 Governance. The Recipient represents, warrants, and covenants that it has, will maintain in writing, and will follow:

- (a) procedures to enable the Recipient to manage Funds prudently and effectively;
- (b) procedures to enable the Recipient to complete the Project successfully;
- (c) procedures to enable the Recipient to identify risks to the completion of the Project and strategies to address the identified risks, all in a timely manner;
- (d) procedures to enable the preparation and submission of all Reports required pursuant to Article A7.0; and
- (e) procedures to enable the Recipient to address such other matters as the Recipient considers necessary to enable the Recipient to carry out its obligations under the Agreement.

A2.4 Supporting Proof. Upon the request of the Province, the Recipient will provide the Province with proof of the matters referred to in Article A2.0.

A3.0 TERM OF THE AGREEMENT

A3.1 Term. The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A11.0 or

Article A12.0.

A4.0 FUNDS AND CARRYING OUT THE PROJECT

A4.1 Funds Provided. The Province will:

- (a) provide the Recipient up to the Maximum Funds for the purpose of carrying out the Project;
- (b) provide the Funds to the Recipient in accordance with the payment plan attached to the Agreement as Schedule “E”; and
- (c) deposit the Funds into an account the Recipient designates provided that the account:
 - (i) resides at a Canadian financial institution; and
 - (ii) is in the name of the Recipient.

A4.2 Limitation on Payment of Funds. Despite section A4.1:

- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides evidence satisfactory to the Province that the Recipient’s council has authorized the execution of this Agreement by the Recipient by municipal by-law;
- (b) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the certificates of insurance or other proof as the Province may request pursuant to section A10.2;
- (c) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project; and
- (d) the Province may adjust the amount of Funds it provides to the Recipient in any Funding Year based upon the Province’s assessment of the information the Recipient provides to the Province pursuant to section A7.2.

A4.3 Use of Funds and Carry Out the Project. The Recipient will do all of the following:

- (a) carry out the Project in accordance with the Agreement;
- (b) use the Funds only for the purpose of carrying out the Project;
- (c) spend the Funds only in accordance with the Budget; and

- (d) not use the Funds to cover any cost that has or will be funded or reimbursed by one or more of any third party, ministry, agency, or organization of the Government of Ontario.

A4.4 Interest Bearing Account. If the Province provides Funds before the Recipient's immediate need for the Funds, the Recipient will place the Funds in an interest-bearing account in the name of the Recipient at a Canadian financial institution.

A4.5 Interest. If the Recipient earns any interest on the Funds, the Province may do either or both of the following:

- (a) deduct an amount equal to the interest from any further instalments of Funds;
- (b) demand from the Recipient the payment of an amount equal to the interest.

A4.6 Rebates, Credits, and Refunds. The Province will calculate Funds based on the actual costs to the Recipient to carry out the Project, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.

A5.0 RECIPIENT'S ACQUISITION OF GOODS OR SERVICES, AND DISPOSAL OF ASSETS

A5.1 Acquisition. If the Recipient acquires goods, services, or both with the Funds, it will do so through a process that promotes the best value for money.

A5.2 Disposal. The Recipient will not, without the Province's prior consent, sell, lease, or otherwise dispose of any asset purchased or created with the Funds or for which Funds were provided, the cost of which exceeded the amount as provided for in Schedule "B" at the time of purchase.

A6.0 CONFLICT OF INTEREST

A6.1 Conflict of Interest Includes. For the purposes of Article A6.0, a conflict of interest includes any circumstances where:

- (a) the Recipient; or
- (b) any person who has the capacity to influence the Recipient's decisions, has outside commitments, relationships, or financial interests that could, or could be seen by a reasonable person to, interfere with the Recipient's objective, unbiased, and impartial judgment relating to the Project, the use of the Funds, or both.

- A6.2 **No Conflict of Interest.** The Recipient will carry out the Project and use the Funds without an actual, potential, or perceived conflict of interest unless:
- (a) the Recipient:
 - (i) provides Notice to the Province disclosing the details of the actual, potential, or perceived conflict of interest;
 - (ii) requests the consent of the Province to carry out the Project with an actual, potential, or perceived conflict of interest;
 - (b) the Province provides its consent to the Recipient carrying out the Project with an actual, potential, or perceived conflict of interest; and
 - (c) the Recipient complies with any terms and conditions the Province may prescribe in its consent.

A7.0 REPORTS, ACCOUNTING, AND REVIEW

A7.1 **Province Includes.** For the purposes of sections A7.4, A7.5 and A7.6, “Province” includes any auditor or representative the Province may identify.

A7.2 **Preparation and Submission.** The Recipient will:

- (a) submit to the Province at the address referred to in section A17.1:
 - (i) all Reports in accordance with the timelines and content requirements as provided for in Schedule “F”;
 - (ii) any other reports in accordance with any timelines and content requirements the Province may specify from time to time;
- (b) ensure that all Reports and other reports are:
 - (i) completed to the satisfaction of the Province; and
 - (i) signed by an authorized signing officer of the Recipient.

A7.3 **Record Maintenance.** The Recipient will keep and maintain for a period of seven years from their creation:

- (a) all financial records (including invoices and evidence of payment) relating to the Funds or otherwise to the Project in a manner consistent with either international financial reporting standards or generally

accepted accounting principles or any other accounting principles that apply to the Recipient; and

- (b) all non-financial records and documents relating to the Funds or otherwise to the Project.

A7.4 Records Review. The Province may, at its own expense, upon twenty-four hours' Notice to the Recipient and during normal business hours enter upon the Recipient's premises to conduct an audit or investigation of the Recipient regarding the Recipient's compliance with the Agreement, including assessing any of the following:

- (a) the truth of any of the Recipient's representations and warranties;
- (b) the progress of the Project;
- (c) the Recipient's allocation and expenditure of the Funds.

A7.5 Inspection and Removal. For the purposes of any Records Review, the Province may take one or more of the following actions:

- (a) inspect and copy any records and documents referred to in section A7.3; and
- (b) remove any copies the Province makes pursuant to section A7.5(a).

A7.6 Cooperation. To assist the Province in respect of its rights provided for in section A7.5, the Recipient will cooperate with the Province by:

- (a) ensuring that the Province has access to the records and documents wherever they are located;
- (b) assisting the Province to copy records and documents;
- (c) providing to the Province, in the form the Province specifies, any information the Province identifies; and
- (d) carrying out any other activities the Province requests.

A7.7 No Control of Records. No provision of the Agreement will be construed so as to give the Province any control whatsoever over the Recipient's records.

A7.8 Auditor General. The Province's rights under Article A7.0 are in addition to any rights provided to the Auditor General pursuant to section 9.2 of the *Auditor General Act* (Ontario).

A8.0 COMMUNICATIONS REQUIREMENTS

A8.1 Acknowledge Support. Unless the Province directs the Recipient to do otherwise, the Recipient will in each of its Project-related publications, whether written, oral, or visual:

- (a) acknowledge the support of the Province for the Project;
- (b) ensure that any acknowledgement is in a form and manner as the Province directs; and
- (c) indicate that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

A9.0 INDEMNITY

A9.1 Indemnification. The Recipient will indemnify and hold harmless the Indemnified Parties from and against any Loss and any Proceeding, unless solely caused by the negligence or wilful misconduct of the Indemnified Parties.

A10.0 INSURANCE

A10.1 Recipient's Insurance. The Recipient represents, warrants, and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than the amount provided for in Schedule "B" per occurrence, which commercial general liability insurance policy will include the following:

- (a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
- (b) a cross-liability clause;
- (c) contractual liability coverage; and
- (d) a 30-day written notice of cancellation.

A10.2 Proof of Insurance. The Recipient will:

- (a) provide to the Province, either:
 - (i) certificates of insurance that confirm the insurance coverage as provided for in section A10.1; or

- (ii) other proof that confirms the insurance coverage as provided for in section A10.1; and
- (b) in the event of a Proceeding, and upon the Province's request, the Recipient will provide to the Province a copy of any of the Recipient's insurance policies that relate to the Project or otherwise to the Agreement, or both.

A11.0 TERMINATION ON NOTICE

A11.1 Termination on Notice. The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving 30 days' Notice to the Recipient.

A11.2 Consequences of Termination on Notice by the Province. If the Province terminates the Agreement pursuant to section A11.1, the Province may take one or more of the following actions:

- (a) cancel further instalments of Funds;
- (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the Project, and do either or both of the following:
 - (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to section A11.2(b); and
 - (ii) subject to section A4.1(a), provide Funds to the Recipient to cover such costs.

A12.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT

A12.1 Events of Default. It will constitute an Event of Default if, in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other material term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:

- (i) carry out the Project;
- (ii) use or spend Funds; or
- (iii) provide, in accordance with section A7.2, Reports or such other reports as the Province may have requested pursuant to section

A7.2(a)(ii).

A12.2 Consequences of Events of Default and Corrective Action. If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel further instalments of Funds;
- (f) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient;
- (i) demand from the Recipient an amount equal to the costs the Province incurred or incurs to enforce its rights under the Agreement, including the costs of any Record Review and the costs it incurs to collect any amounts the Recipient owes to the Province; and
- (j) terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province upon giving Notice to the Recipient.

A12.3 Opportunity to Remedy. If, in accordance with section A12.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will give Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Notice Period.

A12.4 Recipient not Remediating. If the Province provided the Recipient with an

opportunity to remedy the Event of Default pursuant to section A12.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections A12.2(a), (c), (d), (e), (f), (g), (h), and (i).

A12.5 When Termination Effective. Termination under Article A12.0 will take effect as provided for in the Notice.

A13.0 FUNDS AT THE END OF A FUNDING YEAR

A13.1 Funds at the End of a Funding Year. Without limiting any rights of the Province under Article A12.0, if the Recipient has not spent all of the Funds allocated for the Funding Year as provided for in the Budget, the Province may take one or both of the following actions:

- (a) demand from the Recipient payment of the unspent Funds; and
- (b) adjust the amount of any further instalments of Funds accordingly.

A14.0 FUNDS UPON EXPIRY

A14.1 Funds Upon Expiry. The Recipient will, upon expiry of the Agreement, pay to the Province any Funds remaining in its possession, under its control, or both.

A15.0 DEBT DUE AND PAYMENT

A15.1 Payment of Overpayment. If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

- (a) deduct an amount equal to the excess Funds from any further instalments of Funds; or
- (b) demand that the Recipient pay to the Province an amount equal to the excess Funds.

A15.2 Debt Due. If, pursuant to the Agreement:

- (a) the Province demands from the Recipient the payment of any Funds or an amount equal to any Funds; or
- (b) the Recipient owes any Funds or an amount equal to any Funds to the Province, whether or not the Province has demanded their payment,

such amounts will be deemed to be debts due and owing to the Province by the Recipient, and the Recipient will pay the amounts to the Province immediately, unless the Province directs otherwise.

A15.3 Interest Rate. The Province may charge the Recipient interest on any money owing to the Province by the Recipient under the Agreement at the then current interest rate charged by the Province of Ontario on accounts receivable.

A15.4 Payment of Money to Province. The Recipient will pay any money owing to the Province by cheque payable to the "Ontario Minister of Finance" and delivered to the Province as provided for in Schedule "B".

A15.5 Fails to Pay. Without limiting the application of section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to pay any amount owing under the Agreement, Her Majesty the Queen in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by Her Majesty the Queen in right of Ontario.

A16.0 NOTICE

A16.1 Notice in Writing and Addressed. Notice will be:

- (a) in writing;
- (b) delivered by email, postage-prepaid mail, personal delivery, courier or fax; and
- (c) addressed to the Province or the Recipient as set out in Schedule "B", or as either Party later designates to the other by Notice.

A16.2 Notice Given. Notice will be deemed to have been given:

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; or
- (b) in the case of fax, one Business Day after the Notice is delivered; and
- (c) in the case of email, personal delivery or courier on the date on which the Notice is delivered.

A16.3 Postal Disruption. Despite section A16.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail will not be deemed to be given; and
- (b) the Party giving Notice will give Notice by email, personal delivery, courier or fax.

A17.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT

A17.1 Consent. When the Province provides its consent pursuant to the Agreement:

- (a) it will do so by Notice;
- (b) it may attach any terms and conditions to the consent; and
- (c) the Recipient may rely on the consent only if the Recipient complies with any terms and conditions the Province may have attached to the consent.

A18.0 SEVERABILITY OF PROVISIONS

A18.1 Invalidity or Unenforceability of Any Provision. The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement.

A19.0 WAIVER

A19.1 Waiver Request. Either Party may, by Notice, ask the other Party to waive an obligation under the Agreement.

A19.2 Waiver Applies. If in response to a request made pursuant to section A19.1 a Party consents to a waiver, the waiver will:

- (a) be valid only if the Party that consents to the waiver provides the consent by Notice; and
- (b) apply only to the specific obligation referred to in the waiver.

A20.0 INDEPENDENT PARTIES

A20.1 Parties Independent. The Recipient is not an agent, joint venturer, partner, or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is, or take any actions that could establish or imply such a relationship.

A21.0 ASSIGNMENT OF AGREEMENT OR FUNDS

A21.1 **No Assignment.** The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

A21.2 **Agreement Binding.** All rights and obligations contained in the Agreement will extend to and be binding on:

- (a) the Recipient's successors, and permitted assigns; and
- (b) the successors to Her Majesty the Queen in right of Ontario.

A22.0 GOVERNING LAW

A22.1 **Governing Law.** The Agreement and the rights, obligations, and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

A23.0 FURTHER ASSURANCES

A23.1 **Agreement into Effect.** The Recipient will:

- (a) provide such further assurances as the Province may request from time to time with respect to any matter to which the Agreement pertains; and
- (b) do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

A24.0 JOINT AND SEVERAL LIABILITY

A24.1 **Joint and Several Liability.** Where the Recipient comprises of more than one entity, all such entities will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

A25.0 RIGHTS AND REMEDIES CUMULATIVE

A25.1 **Rights and Remedies Cumulative.** The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

A26.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS

A26.1 **Other Agreements.** If the Recipient:

- (a) has failed to comply with any term, condition, or obligation under any other agreement with Her Majesty the Queen in right of Ontario or one of Her agencies (a “Failure”);
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the Province determines appropriate.

A27.0 SURVIVAL

A27.1 Survival. The following Articles and sections, and all applicable cross-referenced Articles, sections and schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0, Article 2.0, Article A1.0 and any other applicable definitions, section A2.1(a), sections A4.4, A4.5, A4.6, section A5.2, section A7.1, A7.2 (to the extent that the Recipient has not provided the Reports or other reports as the Province may have requested and to the satisfaction of the Province), sections A7.3, A7.4, A7.5, A7.6, A7.7, A7.8, Article A8.0, Article A9.0, section A11.2, sections A12.1, sections A12.2(d), (e), (f), (g), (h), (i), and (j), Article A13.0, Article A14.0, Article A15.0, Article A16.0, Article A18.0, , section A21.2, Article A22.0, Article A24.0, Article A25.0 and Article A27.0.

- END OF GENERAL TERMS AND CONDITIONS -

SCHEDULE "B"
PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS

Maximum Funds	\$335,476.94
Expiry Date	September 30, 2026
Amount for the purposes of section A5.2 (Disposal) of Schedule "A"	\$1000
Insurance	\$ 2,000,000
Contact information for the purposes of Notice to the Province	Tracey Dawson-Kinnonen, Director Transportation, Trade and Investment Branch Northern Development Division Ministry of Northern Development, Mines, Natural Resources and Forestry Fax: 705-541-2140 Email: Tracey.Dawson-Kinnonen@ontario.ca
Contact information for the purposes of Notice to the Recipient	Miss Ashley Davis, Community Development Officer 42 Salls Street/Rue Red Rock P0T 2P0, ON Fax: Email: cdo@redrocktownship.com
Contact information for the senior financial person in the Recipient organization (e.g., CFO, CAO) – to respond as required to requests from the Province related to the Agreement	Mr. Mark Figliomeni, CAO 42 Salls Street/Rue Red Rock P0T 2P0, ON Fax: Email: cao@shawbiz.ca

Additional Provisions:

B1: Definitions. The following additional definitions are added to Schedule "A" as follows:

"Eligible Costs" means those eligible costs set out in the Program Guidelines, as may be amended from time to time.

"Funding Period" means the period from April 1, 2021 to March 31, 2026.

“Project Information Form” means the form attached as Appendix I to be submitted to the Province by the Recipient that describes the undertakings being proposed to be undertaken by the Recipient, including any amendments or updates thereto, that have been approved in writing by the Province.

B2: Section A4.2(a) is intentionally deleted.

B3: Section A4.3 is amended by adding the following as A4.3(e):

(e) only use the Funds for Eligible Costs.

B4: Section A7.2(a)(ii) is deleted and replaced with the following:

(ii) any other reports in accordance with any timelines and content requirements the Province may specify from time to time, which for greater certainty may include a report to be submitted by the Recipient from time to time on 30 days notice from the Province;

B5: Section A13.1 is deleted and replaced with the following:

A13.1 Funds at the End of Funding Period. Without limiting any rights of the Province under Article A12.0, if the Recipient has not spent all of the Funds allocated for the Funding Period as provided for in the Budget, unspent Funds form a debt due immediately repayable without any further action or demand from the Province.

SCHEDULE "C"
PROJECT

The Recipient will carry out any undertaking described in a Project Information Form delivered pursuant to this Agreement that has been approved in writing by the Province, as may be updated from time to time with the written approval of the Province, including as delivered in accordance with the requirements of Schedule "E" (the "**Project**").

SCHEDULE "D" **BUDGET**

The Budget for the Project is included in a Project Information Form approved by the Province (each a "**PIF Budget**"), provided that the costs in that PIF Budget are Eligible Costs.

**SCHEDULE "E"
PAYMENT PLAN**

Payment Schedule:

Milestone	Due Date	Payment Date	Amount
Delivery of the Agreement signed by the Recipient to the Province		Within 30 days after receipt and acceptance* by the Province	\$67,095.39
Upon delivery of the following: <ul style="list-style-type: none"> • Project Information Form; and • 2021-2022 Annual Report 	April 7, 2022	Within 30 days after receipt and acceptance* of the completed Project Information Form and Annual Report by the Province, but no earlier than April 1, 2022	\$67,095.39
Upon delivery of the following: <ul style="list-style-type: none"> • Project Information Form; and • 2022-2023 Annual Report 	March 31, 2023	Within 30 days after receipt and acceptance* of the completed Project Information Form and Annual Report by the Province, but no earlier than April 1, 2023	\$67,095.39
Upon delivery of the following: <ul style="list-style-type: none"> • Project Information Form; and • 2023-2024 Annual Report 	March 31, 2024	Within 30 days after receipt and acceptance* of the completed Project Information Form and Annual Report by the Province, but no earlier than April 1, 2024	\$67,095.39
Upon delivery of the following: <ul style="list-style-type: none"> • Project Information Form; and • 2024-2025 Annual Report 	March 31, 2025	Within 30 days after receipt and acceptance* of the completed Project Information Form and Annual Report by the Province, but no earlier than April 1, 2025	\$67,095.39

**Note: Receipt and acceptance requires completion and submission of all requirements and reports as listed, including those in Schedule "F", and the Province's approval of those requirements and reports, as applicable.*

**SCHEDULE “F”
REPORTS**

Reports. The Recipient will submit Annual Reports by the dates indicated in the Report Schedule chart below.

Report Schedule	
Name of Report	Due Date
2021-2022 Annual Report	April 7, 2022
2022-2023 Annual Report	March 31, 2023
2023-2024 Annual Report	March 31, 2024
2024-2025 Annual Report	March 31, 2025
2025-2026 Annual Report	September 30, 2026

Report Details:

Each Annual Report must:

1. Provide an accounting of all income and expenditures incurred during the Funding Year as it pertains to the Agreement, including an explanation for any variances from the Budget in Schedule “D”;
2. Include a statement signed by the signing authority of the Recipient confirming actual project expenditures;
3. Include an accounting of any unspent Funds, including any interest earned on those Funds, and an explanation as to why there are remaining Funds; and
4. Be submitted in the format shown in Appendix II to this Schedule “F”.

Appendix I
Form of Project Information Form

PROJECT INFORMATION FORM
(April 1, 20xx to March 31, 20xx)

Please fill out one **PROJECT INFORMATION FORM per proposed project.*

Municipality: _____

Project Name: _____

Project Description: *Please provide a brief description of the project and the proposed activities*

Resource Development Impacts. *Please describe how the proposed capital project is impacted by, or advances opportunities related to resource development and how the project is addressing or mitigating those impacts.*

Alignment with Existing Municipal Planning Documents: *Does the proposed project align with existing municipal planning documents (i.e. Asset Management Plan, Official Plan)? If yes, please identify the applicable municipal planning documents. If no, please provide an explanation.*

Project Start Date (mm/dd/yyyy)

Project End Date (mm/dd/yyyy)

--	--

Partnership Type: *(Select One)*

- Sole Municipality Lead (no partnership)

Lead Municipality (partnership)

Supporting Municipality (partnership)

For partnerships only. *If you are the lead partner, please indicate that you own the asset. If you are a supporting municipality, please identify the project lead and confirm the amount of NORDS funding that is to be transferred to the lead municipality. Note that supporting municipalities must submit a Council resolution confirming your support.*

Do you intend to allocate all or part of your ANNUAL FUNDING allocation to this project in a future year?

If yes, please select the funding year(s) you intend to use the NORDS funds. Note: all applicable fields within this project information form must be completed for all projects where Year 2 funding will be used to fund, including in future years. (Note: Please add additional years as required.)

Year X (April 1, 20XX to March 31, 20XX) <input type="checkbox"/>	Year X (April 1, 20XX to March 31, 20XX) <input type="checkbox"/>	Year(s) X (April 1, 20XX to March 31, 20XX) <input type="checkbox"/>
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Identify the Total Project Costs for the whole project? In the fields below, enter the total project cost amount and the timing of when the costs will be incurred.

Year X (April 1, 20XX to March 31, 20XX)	Year X (April 1, 20XX to March 31, 20XX)	Year X (April 1, 20XX to March 31, 20XX)

Identify the Eligible Project Costs (e.g. capital costs) for the project. In the fields below, enter the total eligible cost amount and the timing of when the costs will be incurred.

Year X (April 1, 20XX to March 31, 20XX)	Year X (April 1, 20XX to March 31, 20XX)	Year X (April 1, 20XX to March 31, 20XX)

Identify the proposed amount of your NORDS annual allocation that will be applied to the project in the applicable year the funding will be utilized. In the fields below, identify the timing of your NORDS allocation will be utilized. For Multi-Year projects where the municipality intends to utilize NORDS funding in upcoming year(s), please identify the NORDS allocation amount in the year that your NORDS allocation will be applied to the project (e.g. \$75,000 in Year 2 and \$75,000 in Year 3. In the fields below.)

Year X (April 1, 20XX to March 31, 20XX)	Year X (April 1, 20XX to March 31, 20XX)	Year X (April 1, 20XX to March 31, 20XX)

Identify any other funding sources related to the proposed project. Please identify the name of the organization or funding program, the amount of funding requested or approved, and the status of the funding request (e.g. approved, application submitted pending decision, application not yet submitted)

Name of Funding Source #1	Funding Amount	Status
Name of Funding Source #2	Funding Amount	Status
Name of Funding Source #3	Funding Amount	Status

Certification

The Recipient confirms that the proposed project and information submitted associated with it meets program requirements including:

The proposed capital project(s) is impacted by, or advances opportunities related to resource development;

Project costs funded through NORDS funding are directly related to the proposed project(s) and recorded as a capital expense;

Assets associated with the project are owned by the Recipient;

All projects are in compliance with and satisfy applicable Provincial and Federal laws and requirements and adhere to required approvals and processes.

On behalf of the Recipient, I hereby certify that, to the best of my knowledge, the information in this Project Information Form to which this certification is attached, is true, correct, and is in compliance with the terms and conditions of the Agreement.

Name of Signing Authority

Title

Signature

Date

**Appendix II
Form of Annual Report**

ANNUAL REPORT – Year X (April 1, 20XX to March 31, 20XX)

Please fill out one ANNUAL REPORT per submitted project.

Municipality: _____

Project Name: _____

1) Project Activity Report

Description	Start Date	End Date
Please describe key project activities that were achieved during this fiscal year. What was accomplished? (April 1 to March 31).	mm/dd/yyyy	mm/dd/yyyy

2) Has the project been completed?

Yes No

Note: If the project has not been completed and the municipality intends on utilizing their NORDS allocation for the next year to support this project, please submit an updated Project Information Form describing the project's activities for the upcoming year.

3) Budget Report (Actuals) – Year X (April 1, 20XX to March 31, 20XX)

	Total
Total Project Costs	Enter costs
Total Eligible (capital) Costs	Enter costs
NORDS Funding Applied to Project	Enter funding applied

Other Approved Funding Applied, including own (if applicable)

	Total
Please enter program name approved funding (#1)	Enter funding applied
Please enter program name approved funding (#2)	Enter funding applied
Please enter program name approved funding (#3)	Enter funding applied

4) Is any current year funding being accumulated/carried forward for a future funding year?

Yes No

Note: If yes, the municipality is required to submit a Project Information Form identifying the project which those funds will be used towards in a future year of the program.

5) Accumulation of funds – Year X (April 1, 20XX to March 31, 20XX)

*Only applicable if municipality did not utilize all of its annual allocation.

NORDS Annual Allocation: Enter amount (A) _____

Name of Project	Name of project #1	Name of project #2 (if applicable)	Name of project #3 (if applicable)
NORDS Allocation Spent (in Annual Report's fiscal year)	Enter amount (B1)	Enter amount (B2)	Enter amount (B3)

NORDS Annual Allocation Balance: Enter amount $(A-(B1+B2+B3))=C$ _____

Accumulation of Funds

NORDS Annual Allocation Balance	<i>Enter amount (C)</i>
Interest Gained on Accumulated Balance	<i>Enter amount (D)</i>

Adjusted Allocation (Next Year)

Adjusted Allocation for Upcoming Disbursement	<i>Enter amount (A-D)=(E)</i>
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CERTIFICATION

On behalf of the Recipient, I hereby certify that, to the best of my knowledge, the information in this Annual Report to which this certification is attached, is true, correct, and is in compliance with the terms and conditions of the Agreement, and that to the best of my knowledge the financial data in this Annual Report true, correct, and agrees with the books and records of the Recipient.

Name of Signing Authority

Title

Signature

Date