

# CORPORATION OF THE MUNICIPALITY OF CALVIN

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September 20, 2019

## NOTICE OF REGULAR MEETING

To: Mayor and Council

The Regular Meeting of Council will be held in the Calvin Community Centre at 7 p.m. on Tuesday September 24, 2019.

PLEASE NOTE: There will be a Closed Portion of this Regular Council Meeting as per section 239(2)(d) of the Municipal Act for the purpose of labour relations regarding the Part Time Roads Equipment Operator Position.

If you are unable to be in attendance it is greatly appreciated that you notify the undersigned in advance.

Thank you.

Best regards;

Cindy Pigeau  
Clerk-Treasurer

CORPORATION OF THE MUNICIPALITY OF CALVIN

**AGENDA**  
**REGULAR COUNCIL MEETING**  
**Tuesday September 24, 2019 at 7:00 p.m.**  
**Calvin Community Centre**

1. **CALL TO ORDER**
2. **WRITTEN DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST**
3. **PETITIONS AND DELEGATIONS**                      Rosanne Van Schie – Liability Concerns regarding “Unofficial Swimming Hole and Fire Signage.”
4. **REPORTS FROM MUNICIPAL OFFICERS**                      None
5. **REPORTS FROM COMMITTEES**                      None
6. **ACTION LETTERS**
  - A) Minutes of Council Meeting                      Adopt Minutes of Tuesday September 10/19
  - B) Voyageur Multi-Use Trail System (VMUTS)                      Participation in VMUTS
  - C) Roads Equipment Operator Position                      Resolution to Acknowledge Hiring of Dean Maxwell as Roads Equipment Operator - Start Date September 30, 2019
  - D) Regular Meeting of Dec. 24/19  
And Office Christmas Hours                      Resolution to Cancel Meeting of Dec 24, 2019,  
Closure Dates/Times of Municipal Office Over the  
Holiday Season
  - E) Sandy Cross                      Use of Calvin Community Centre for Spaghetti Dinner
7. **INFORMATION LETTERS**
  - A) Municipality of Calvin                      Potential Development of Unofficial Swimming Hole in Municipality of Calvin – Clerk’s Information/Research Report for Consideration of Council
  - B) Association of Municipalities of Ontario                      Federal Gas Tax Surplus Administration Funds
  - C) Township of Larder Lake                      Request the Premier and Provincial Ministers offer Electronic Delegation to Small and Rural Municipalities to Attend Expensive Conferences
  - D) Township of Zorra                      Conservation Authorities of Ontario Program Reductions
  - E) Municipality of Chatham-Kent                      Provincial Funding Cuts to Legal Aid Ontario
  - F) Ministry of Municipal Affairs                      Provincial Policy Statement (PPS) Review
  - G) Ministry of Natural Resources and Forestry                      Proposed changes to the Aggregate Resources Act

- |            |   |  |
|------------|---|--|
| <b>8.</b>  | <b>INFORMATION LETTERS AVAILABLE</b>        | None   |
| <b>9.</b>  | <b>OLD AND NEW BUSINESS</b>                 | <ul style="list-style-type: none"><li>-Discussion on Official Plan (OP) and Zoning By-Law (ZBL)<br/>Including Changes to Papineau-Cameron Zoning By-Law</li><li>-Recycling Flyer for New Blue Boxes</li><li>-Work at Landfill Edge</li><li>-ICIP Grant Application for Playground Upgrades</li><li>-Preliminary Information for Development of Strategic Plan</li><li>-Growth in the Agriculture Sector</li><li>-Community Safety and Well-Being Plan Update</li></ul> |
| <b>10.</b> | <b>ACCOUNTS APPROVAL REPORT</b>             |  |
| <b>11.</b> | <b>CLOSED PORTION</b>                       | As per Section 239 (2)(d) of the Municipal Act for the Purpose of labour relations regarding the Part-Time Roads Equipment Operator Position   |
| <b>12.</b> | <b>BUSINESS ARISING FROM CLOSED SESSION</b> |  |
| <b>13.</b> | <b>NOTICE OF MOTION</b>                     |  |
| <b>14.</b> | <b>ADJOURNMENT</b>                          |  |

## Cindy Pigeau

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**From:** rosanne van schie <vanschie3@gmail.com>  
**Sent:** Monday, September 16, 2019 11:10 AM  
**To:** Cindy Pigeau; John R  
**Subject:** Speakers list September 23

Good morning Cindy

Could you please add me to the speakers list for next Tuesdays council meeting on the topic of public beach liability and fire signage.

Thanks

Rosanne Van Schie

CORPORATION OF THE MUNICIPALITY OF CALVIN  
MINUTES OF THE REGULAR MEETING TUESDAY SEPTEMBER 10, 2019

The regular meeting of Council was held this date at the Calvin Community Centre. Present were Mayor Pennell, Deputy Mayor Cross, Coun Dan Maxwell, Coun Olmstead, Coun Grant, Chris Whalley, Jacob Grove, Dean Maxwell and Cindy Pigeau.

Regrets: 0                      Guests: 2

The meeting was called to order at 7:00 p.m. by Mayor Pennell

PECUNIARY/CONFLICT OF INTEREST:                      Councillor Dean Grant RE: Agenda #7(A) Belanger  
Brownway Bus Lines

PRESENTATIONS/DELEGATIONS:                      None

2019-163                      MINUTES OF COUNCIL MEETING

Moved by Coun Maxwell and seconded by Coun Olmstead that the Minutes of the regular meeting of Council held on Tuesday August 27, 2019 be hereby adopted and signed as circulated.

Carried

2019-164                      PARTICIPATION IN VOYAGEUR MULTI-USE TRAIL SYSTEM (VMUTS)

Moved by Coun Olmstead and seconded by Coun Maxwell that Council would like to \_\_\_\_\_ (continue to participate OR discontinue our participation) in the Voyageur Multi-Use Trail System (VMUTS) and; Further hereby appoints \_\_\_\_\_ as Calvin's representative to the Board for the remainder of the Term of Council.

Deferred to September 24, 2019 meeting

2019-165                      CONSENT APPLICATION #2019-18 – TO CREATE THREE NEW RESIDENTIAL WATERFRONT LOTS WITH A RIGHT-OF-WAY

Moved by Coun Maxwell and seconded by Coun Olmstead that whereas an application for consent (2019-18 – The Pigeon's Nest/Rick Miller, Agent) has been filed with the East Nipissing Planning Board on lands known as Concession 9 Lot 28, Municipality of Calvin, to create three (3) new residential waterfront lots of approximately 3.65 acres, 3.08 acres and 4.24 acres accessed by private right-of-way, and; whereas a site plan has been submitted and reviewed by the North Bay Mattawa Conservation Authority (NBMCA) clarifying that the lots as proposed, provide an ample building envelope on each of the three lots to allow compliance with all required set-backs as set out in the municipal Zoning By-law (ZBL), and that the construction of the proposed right-of-way shall require the appropriate permitting through the NBMCA and the Ministry of Transportation; Now therefore the Council of the Municipality of Calvin resolves that: It is recommended that the East Nipissing Planning Board give provisional consent to this application, subject to the following conditions:

1. A Zoning amendment shall be undertaken to change the zoning for the newly created lots from Commercial/Recreational (CR) to Rural (R).
2. Road right-of-way on title – The retained lot and the newly created lots shall have access to Highway 17 by way of right-of-way registered on title.
3. Registering of private road agreement on title – A private road agreement must be registered on title to ensure that property owners are aware that the lots, that have right-of-way, by way of a private road, may not receive municipal services.
4. Confirmation that the Infrastructure currently on the property have been removed except for the dwelling and the garage on severed lot #1.
5. Although Pimisi Lake is not included in this list of lakes in the East Nipissing Official Plan, Section 3.5.4 for New Waterfront Development, the Ministry of Environment, Conservation and Parks

(MECP) has recently indicated that Turtle Lake, Lake Talon and Kaibuskong Bay have been determined to be “at capacity” for new lot creation. These lakes form part of the Mattawa River system and are just upstream of Pimisi Lake. To address this potential issue, it is recommended that a simple calculation be undertaken, based on phosphorus loading/usage, that would show that the final use (four residential dwellings) would be less intensive than the current use (53 trailers +). This information can be found on page 28 & 29 of the provincial Lake Capacity Assessment Handbook found here: <https://www.ontario.ca/document/lakeshore-capacity-assessment-handbook-protecting-water-quality-inland-lakes>.

6. According to the GIS mapping the shore road allowance (approximately 20m) in front of the potential properties is owned by the Crown and part of the Mattawa River Provincial Park. Approval for work in the shore road allowance area may be required from Ontario Parks. It was noted that some structures (cabins) were presently located in the shore road allowance. If they were to remain in place, it is recommended that you receive approval from Ontario Parks.
7. According to Schedule “A” of the Municipal Zoning By-Law a portion of the retained property falls within a “Deer Yard”. Section 4.19.1, Deer Yards, states that “In cases where a winter deer habitat (deer yard) is indicated on the Zone Schedule as being on or adjacent to a property that is the subject of a development application, the following standards will apply: (a) In narrow conifer fringe habitats that occur along lake shorelines, larger frontages are required due to the restricted nature of this critical habitat feature. Shorelines tend to be the most highly disturbed area during development. A minimum of 120 m [400 ft.] frontage for lots is required; and (b) In areas where critical conifer habitat is distributed in larger patches throughout the landscape and not restricted only to shorelines, a minimum lot width and depth of 90 m [300 ft.] is required.
8. Schedule “A” also indicates 2 mine hazards in the vicinity of your property. Section 4.17 Mine Hazards, states that “No lands identified as having a mine hazard shall be used unless the mine hazard has been rehabilitated or measures taken to mitigate known or suspected hazards. Any required rehabilitation or mitigation measures shall be undertaken using acceptable engineering practices.” Consultation with the Ministry of Northern Development and Mines regarding these two potential hazards is recommended.
9. A copy of the completed survey for the new residential lots shall be provided to the municipality, in both digital format and hard copy, and;
10. The 5% Cash in lieu shall apply to the newly created lots and is payable in full to the municipality as a requirement of the consent.

Carried

#### 2019-166 SURPLUS OIL FURNACE AND ASSOCIATED OIL STORAGE TANKS

Moved by Coun Olmstead and seconded by Coun Maxwell that the following bids have been submitted for the Call for Bids/Surplus Furnace & Oil Tanks; A) Dean Maxwell; And that the highest bidder Dean Maxwell be accepted at \$50.00 and that the Clerk-Treasurer be hereby authorized to notify the successful bidder of this decision.

Carried

7:45pm - Councillor Dean Grant left the table.

7:55pm – Councillor Dean Grant returned to the table.

#### 2019-167 DISBURSEMENTS

Moved by Coun Grant and seconded by Coun Cross that the disbursements dated September 5, 2019 in the amount of \$30,287.22 and September 10, 2019 in the amount of \$33,556.49 be hereby authorized and passed for payment.

Carried

At 8:45pm Council moved to Closed Portion.

At 9:46pm Council returned to the Open Meeting.

2019-168      CLOSED PORTION

Moved by Coun Cross and seconded by Coun Grant that this portion of the meeting be now closed as Per Section 239(2)(d) of Municipal Act for the purpose of labour relations or employee negotiations.  
Carried

2019-169      ADOPTION OF COUNCIL REPORTS FROM CLOSED PORTION

Moved by Coun Cross and seconded by Coun Grant that Council Reports:

C2019-28      Adopt Minutes of Last Closed Portion Held on Tuesday, August 27/19, and

C2019-29      Roads Equipment Operator

C2019-30      Adjourn Closed Portion

Be hereby approved and adopted as presented.

Carried

2019-170      ADJOURNMENT

Moved by Coun Cross and seconded by Coun Grant that this regular meeting of Council now be adjourned at 9:54 p.m.

Carried

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Mayor

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Clerk

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: <sup>24CP</sup> September 10, 2019

NO. 2019-164

MOVED BY Heath Cross

SECONDED BY Don Maxwell

“That Council would like to \_\_\_\_\_  
in the Voyageur Multi-Use Trail System (VMUTS) and;

Further hereby appoints \_\_\_\_\_ as Calvin’s representative to  
the Board for the remainder of this Term of Council.”

CARRIED \_\_\_\_\_

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
<u>Coun Cross</u>	_____	_____
<u>Coun Grant</u>	_____	_____
<u>Coun Maxwell</u>	_____	_____
<u>Coun Olmstead</u>	_____	_____
<u>Mayor Pennell</u>	_____	_____



CORPORATION OF THE MUNICIPALITY OF CALVIN  
Resolution

DATE: September 24, 2019 NO. \_\_\_\_\_

MOVED BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_

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“That Council hereby acknowledges that the Roads Equipment Operator position recently advertised by the Municipality has been offered to and accepted by Dean Maxwell who, as of September 30, 2019 will then become a permanent full-time employee of the Corporation of the Municipality of Calvin.”

CARRIED \_\_\_\_\_

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
Coun Cross	_____	_____
Coun Grant	_____	_____
Coun Maxwell	_____	_____
Coun Olmstead	_____	_____
Mayor Pennell	_____	_____

CORPORATION OF THE MUNICIPALITY OF CALVIN  
Resolution

DATE: September 24, 2019 NO. \_\_\_\_\_

MOVED BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_

“That Council hereby authorizes that over the 2019 Holiday Season, the regular Council meeting scheduled for Tuesday December 24, 2018 be hereby cancelled; and;

Further, that the municipal office shall be closed at 2pm on Tuesday December 24, 2019 thru Wednesday, January 1, 2020 and will reopen as usual on Thursday, January 2, 2019 at 8:30 a.m.”

CARRIED \_\_\_\_\_

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
<u>Coun Cross</u>	_____	_____
<u>Coun Grant</u>	_____	_____
<u>Coun Maxwell</u>	_____	_____
<u>Coun Olmstead</u>	_____	_____
<u>Mayor Pennell</u>	_____	_____

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: September 24, 2019 NO. \_\_\_\_\_

MOVED BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_

“That Sandy Cross has approached Council for free use of the Calvin Community Centre, in order to host Spaghetti Dinner Fundraiser/Silent Auction/Bake Sale on Saturday November 9 2019,

And funds raised will be used for the betterment of the Calvin Community Hall,

Now therefore be it Resolved that Council, for liability purposes, hereby approves of this independent use of the Community Centre.”

CARRIED \_\_\_\_\_

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**MUNICIPALITY OF CALVIN**  
**2019CT-11 REPORT TO COUNCIL**

REPORT DATE: **September 24, 2019**

ORIGINATOR: **Cindy Pigeau – Clerk-Treasurer**

SUBJECT: **Research and Information to Assist Council – Potential Development of Unofficial Swimming Hole in the Municipality of Calvin - For Information Purposes**

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**RECOMMENDATION**

**N/A – For information only**

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**REPORT HIGHLIGHTS**

At the meeting of August 27/19 Council requested the Clerk-Treasurer to look into the development of the “unofficial swimming hole” in the Municipality of Calvin after the discovery that this property belongs to the Municipality and not Ontario Parks as originally thought. It is viewed that developing this area could be beneficial to residents in the community. There was some discussion about the history of the area and potential liability.

In researching the subject, many issues came forward which will require Council discussion and further directives to staff, prior to the formulation of a potential Resolution being tabled.

This report is intended to provide Council with material and information for consideration during their decision making process.

**ACTIONS**

- Clerk’s office contacted three municipalities in the local area each of whom have two public swimming areas to see what, if any, issues had been encountered at these areas
- Our Solicitor was contacted regarding liability issues
- Our Insurance provider was contacted several times regarding coverage and liability issues
- The North Bay Mattawa Conservation Authority was contacted regarding permits that may be required
- The North Bay Parry Sound Health Unit was contacted for any concerns that they may have regarding public swimming facilities
- Owlite Signs and Seymour Graphics were contacted regarding an estimated cost of signs to be made.

**FINDINGS**

First, the three municipalities contacted had minimal issues with these areas. One municipality had some issues with washroom facilities being vandalized. They all indicated that signage was very important to let citizens know of the hazards and maintenance of the area is equally as important.

Second, our Municipal Insurer indicated that having a swimming facility would “not be a big concern as many municipalities have beaches.” There would be no additional charge for coverage of this area but it would need to be added to our policy if Council decided to move

forward with developing this area. Appropriate signage would be required, indicating hazards such as “No Lifeguard on Duty – Use at own Risk”. Any other hazards or concerns should also be indicated with the appropriate signage such as “No Fires Allowed”. The area would also have to be inspected on a regular basis to ensure that it is safe for citizens to use. Regular maintenance would also have to be done to ensure no hazards are present.

Third, the solicitor had very similar views to the Municipal Insurer. Please see the attached letter for further details. PLEASE NOTE: while this letter is not specifically regarding the “unofficial swimming hole” in question, the solicitor has indicated that the same information would apply.

Fourth, permits that may be required for any work to be done to this area by:

- the North Bay Mattawa Conservation Authority (NBMCA) – DIA (Development, Interference & Alteration to Shores) Permit
- Department of Fisheries and Oceans (DFO) – Project Request for Review
- Ministry of Natural Resources (MNR) – Application for Work Permit Pt 1 and Pt 3
- Ontario Parks – Ontario Parks and Protected Areas
- the Ministry of the Environment (MOE) – Working Near Water, Endangered Species and Species at Risk

Whether permits are required will depend on the work to be done to develop the area. Applications have been submitted to the NBMCA, DFO and MNR for the Fire Truck Filling Station. The permits have been approved by the NBMCA. We are waiting for a response from the DFO and MNR. Contact with Ontario Parks had already been confirmed that this is not their property and verbal information has been obtained from the MOE that there are no endangered species or species at risk within this area. Any permits regarding working near the water still needs to be discussed.

Fifth, the North Bay-Parry Sound Health Unit has indicated that there are no concerns that they have. Based on what was described to the contact, there would be no need to do sampling either. Please see the attached documentation that she sent regarding recreational water protocols and guidelines.

Sixth, we will have to decide what types and sizes of signs we will require for this area. Please see attached examples.

Staff is seeking Council directives in order to determine next steps.

Respectfully submitted;  
Cindy Pigeau  
Clerk-Treasurer

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# Russell, Christie, LLP

Barristers & Solicitors

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Douglas S. Christie, B.A., LL.B.  
Michael M. Miller, B.Sc. in Comm., LL.B.  
William S. Koughan, LL.B.  
Edward B. Veldboom, MSc. Pl. LL.B.

Michael F. Sirdevan, B.A. (Hons), LL.B.  
Jennifer E. Biggar, B.A., (Hons), J.D.  
James R. Morse, B.A., LL.B.  
W.D. (Rusty) Russell, Q.C., Retired

April 4, 2019

Please reply to: Douglas S. Christie (Ext. 248)  
Email: [dchristie@russellchristie.com](mailto:dchristie@russellchristie.com)

**sent by email**

The Corporation of the  
Municipality of Calvin  
1355 Peddlers Dr., RR#2  
Mattawa, ON P0H 1V0

**Attention: Cindy Pigeau**

Hello Cindy:

**RE: Municipality of Calvin - General  
Our File Reference No. 19-108-084**

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This is in response to your letter of March 28.

In order to build an entrance for a beach on Crooked Chute Lake you have advised that you would have to cross railway tracks and a gas pipeline. This would no doubt require an agreement with the railway company (CN or CP) and also with the gas company. Liability with respect to public use of the entrance would be addressed in these agreements. With respect to the beach itself liability would be determined under the *Occupiers' Liability Act*. The Municipality would be considered the occupier and would have a duty to take "such care as in all the circumstances of the case is reasonable to see that persons entering on the premises, and property brought on the premises by those persons are reasonably safe while on the premises". This duty applies whether the danger is caused by the condition of the premises or by an activity carried on on the premises.

Each case will depend upon its own facts and there are certainly cases where a municipality has been found liable for injuries that occurred at a public beach which they owned. Liability can be limited to a great extent by any one or more of the following:

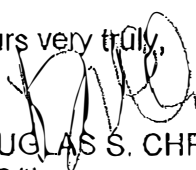
- (a.) Prominent signs stating "Beach has no life guards. Swim at your own risk".
- (b.) Marking out in the water with floats a swimming area that is safe with a sign to swim only in the marked area.
- (c.) Warning signs regarding the depth of the water or the presence of an underwater obstacle.
- (d.) No diving signs where there is an elevation from which to dive but the water is too shallow.

Essentially an assessment should be made of the beach site and swimming area being considered in light of the duty to ensure that the area is reasonably safe for the public.

I agree that a private access to a public beach is not desirable.

I hope this helps.

Yours very truly,

  
DOUGLAS S. CHRISTIE  
DSC/ti

**Cindy Pigeau**

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**Subject:** FW: Public Beach or Swimming Hole

**From:** Timothy Hutchison [mailto:timothy.hutchison@knoxhutchison.com]  
**Sent:** Thursday, March 28, 2019 1:47 PM  
**To:** Cindy Pigeau <clerk@calvintownship.ca>  
**Subject:** RE: Public Beach or Swimming Hole

Hello,

There is not a big concern as many municipalities have beaches. Having said that, you will have to make sure the location is maintained and no hazards are present and the location should be inspected on a regular basis to ensure it is safe for citizens. Also, if the location is not monitored by life guards, appropriate signage should be posted letting citizens know and notifying them to "use as your own risk".

Let me know if additional questions develop as the discussion continues.

Take care,

Tim

**Timothy R. Hutchison**, B.Comm (Hons.), MBA, CAIB  
President and CFO  
MIS Municipal Insurance Services



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## Cindy Pigeau

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**From:** Linda Goggin <linda.goggin@healthunit.ca>  
**Sent:** Friday, September 6, 2019 3:41 PM  
**To:** Cindy Pigeau  
**Subject:** New beach rules and regulations

Hello Cindy Pigeau,

Regarding beaches in the North Bay Parry Sound District Health Unit, the HU uses the recreational water protocols. The following links will take you to the protocols and guidelines for additional information. Keeping in mind that these protocols and guidelines are not Health Unit specific.

[http://www.health.gov.on.ca/en/pro/programs/publichealth/oph\\_standards/docs/protocols\\_guidelines/Recreational\\_Water%20Protocol\\_2018\\_en.pdf](http://www.health.gov.on.ca/en/pro/programs/publichealth/oph_standards/docs/protocols_guidelines/Recreational_Water%20Protocol_2018_en.pdf)

[http://www.health.gov.on.ca/en/pro/programs/publichealth/oph\\_standards/docs/protocols\\_guidelines/Operational Approaches to Rec Water Guideline 2018 en.pdf](http://www.health.gov.on.ca/en/pro/programs/publichealth/oph_standards/docs/protocols_guidelines/Operational_Approaches_to_Rec_Water_Guideline_2018_en.pdf)

The Health Unit will come do sampling if you chose to set up a lifeguard station and washroom facilities. Should you only provide port-o-potties we will not be required to conduct sampling. There are no other rules or requirements required.

Please let us know should the set up for your beach area change in the future where sampling will be required.

Linda Goggin, CPHI (C) | Public Health Inspector | Environmental Health  
North Bay Parry Sound District Health Unit  
345 Oak Street West | North Bay, Ontario P1B 2T2 | Canada  
☎ 705-474-1400 ext 5208 | Toll free: 1-800-563-2808 ext. 5799  
✉ linda.goggin@healthunit.ca | 🌐 [www.myhealthunit.ca](http://www.myhealthunit.ca)



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# Recreational Water Protocol, 2018

Population and Public Health Division,  
Ministry of Health and Long-Term Care

**Effective: January 1, 2018 or upon date of release**

## Preamble

The Ontario Public Health Standards: Requirements for Programs, Services, and Accountability (Standards) are published by the Minister of Health and Long-Term Care under the authority of section 7 of the *Health Protection and Promotion Act* (HPPA) to specify the mandatory health programs and services provided by boards of health.<sup>1,2</sup> The Standards identify the minimum expectations for public health programs and services. Boards of health are accountable for implementing the Standards including the protocols and guidelines that are referenced in the Standards. Protocols are program and topic-specific documents incorporated into the Standards which provide direction on how boards of health shall operationalize specific requirement(s) identified within the Standards.

## Purpose

The purpose of this protocol is to assist in the prevention and reduction of water-borne illness and injury related to recreational water use by providing direction to boards of health on the delivery of local, comprehensive recreational water programs, which include, but are not limited to:

- Surveillance and inspection of public recreational water facilities, public beaches and waterfronts that are part of a recreational camp;
- Investigation of, and response to, adverse events and complaints at public recreational water facilities, public beaches and waterfronts that are part of a recreational camp, and communication strategies for the public and facility owner/operators;
- Promoting awareness of safe use and operation of public recreational water facilities, public beaches and waterfronts that are part of a recreational camp, and training of owner/operators of public recreational water facilities and camps; and

Legislation and regulations that are relevant to this protocol include:

- *Public Pools* regulation under the HPPA including spas and other recreational water;<sup>2-4</sup>
- *Recreational Camps* under HPPA;<sup>2,5</sup>
- *Health Protection and Promotion Act*, RSO 1990, c H.7, s 1 (1);<sup>2</sup> and
- Ontario *Building Code* regulation, c.1, s.1.4.1.<sup>6</sup>

## Reference to the Standards

This section identifies the standards and requirements to which this protocol relates.

### Effective Public Health Practice

**Requirement 9.** The board of health shall publicly disclose results of all inspections or information in accordance with the *Electronic Cigarettes Protocol, 2018* (or as current); the *Food Safety Protocol, 2018* (or as current); the *Health Hazard Response Protocol,*

2018 (or as current); the *Infection Prevention and Control Complaint Protocol, 2018* (or as current); the *Infection Prevention and Control Disclosure Protocol, 2018* (or as current); the *Infection Prevention and Control Protocol, 2018* (or as current); the *Recreational Water Protocol, 2018* (or as current); the *Safe Drinking Water and Fluoride Monitoring Protocol, 2018* (or as current); the *Tanning Beds Protocol, 2018* (or as current); and the *Tobacco Protocol, 2018* (or as current).

### Safe Water

**Requirement 1.** The board of health shall:

- a) Conduct surveillance of:
  - Drinking water systems and associated illnesses, risk factors, and emerging trends;
  - Public beaches and water-borne illnesses associated with recreational water, risk factors, and emerging trends; and
  - Recreational water facilities;
- b) Conduct epidemiological analysis of surveillance data, including monitoring of trends over time, emerging trends, and priority populations; and
- c) Use the information obtained to inform safe water programs and services in accordance with the *Infectious Diseases Protocol, 2018* (or as current); the *Population Health Assessment and Surveillance Protocol, 2018* (or as current); the *Recreational Water Protocol, 2018* (or as current); the *Safe Drinking Water and Fluoride Monitoring Protocol, 2018* (or as current); and the *Small Drinking Water Systems Risk Assessment Guideline, 2018* (or as current).

**Requirement 3.** The board of health shall ensure the availability of education and training for owners/operators of small drinking water systems and recreational water facilities in accordance with the *Operational Approaches for Recreational Water Guideline, 2018* (or as current); the *Recreational Water Protocol, 2018* (or as current); the *Safe Drinking Water and Fluoride Monitoring Protocol, 2018* (or as current); and the *Small Drinking Water Systems Risk Assessment Guideline, 2018* (or as current).

**Requirement 5.** The board of health shall provide all the components of the Safe Water Program in accordance with:

- a) The *Safe Drinking Water and Fluoride Monitoring Protocol, 2018* (or as current) and all applicable statutes and regulations to protect the public from exposure to unsafe drinking water; and
- b) The *Operational Approaches for Recreational Water Guideline, 2018* (or as current) and the *Recreational Water Protocol, 2018* (or as current), to reduce the risks of illness and injuries at public beaches and recreational water facilities.

**Requirement 8.** The board of health shall ensure 24/7 availability to receive reports of and respond to:

- a) Adverse events related to safe water, such as reports of adverse drinking water of drinking water systems, governed under the Health Protection and Promotion Act or the Safe Drinking Water Act, 2002;

- b) Reports of water-borne illnesses or outbreaks;
- c) Safe water issues arising from floods, fires, power outages, or other situations that may affect water safety; and
- d) Safe water issues relating to recreational water use including public beaches in accordance with the Infectious Diseases Protocol, 2018 (or as current); Operational Approaches for Recreational Water Guideline, 2018 (or as current); the Recreational Water Protocol, 2018 (or as current); the Safe Drinking Water and Fluoride Monitoring Protocol, 2018 (or as current); and the Small Drinking Water Systems Risk Assessment Guideline, 2018 (or as current).

## **Operational Roles and Responsibilities**

### **Surveillance and inspection**

#### **Inventory of public recreational water facilities, public beaches and recreational camp waterfronts**

- 1) The board of health shall maintain a current inventory or inventories of all public recreational water facilities and recreational camp waterfront areas within the health unit, and public beaches within the health unit, as defined in this protocol:
  - a) Public recreational water facilities;
  - b) Recreational camp waterfront areas;
  - c) Public beaches;\* and
  - d) Public beach areas within provincial parks.†

#### **Assessment and inspection of public recreational water facilities and public beaches**

- 1) Inspections of public recreational water facilities carried out by boards of health shall include but are not limited to:
  - a) Observations to determine compliance with applicable facility and water safety regulations under the HPPA; including the review of test logs and response procedures;<sup>2</sup>
  - b) Testing water quality parameters and collection of water samples, as applicable and as deemed necessary; and
  - c) Communication of inspection results and, if applicable, requirements to the owner or operator of the recreational water facility.

#### **Public pools and public spas**

- 1) The board of health shall:

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\* The board of health is not responsible for routine monitoring of private residential beaches.

† Public beach areas within provincial parks are monitored and managed by the Ministry of Natural Resources and Forestry in consultation with the board of health.

- a) Upon notification, inspect public pools and public spas prior to opening or reopening after construction, alteration, or closure of more than four weeks to determine compliance with Ontario regulation 565 and 428/05 respectively;<sup>3,4</sup>
- b) Inspect public pools, and public spas that are open year-round at least once every three months while operating to determine compliance with Ontario regulation 565 and 428/05 respectively;<sup>‡, 3,4</sup>
- c) Inspect seasonal public pools and public spas that are open only part of the year at least once every three months while operating to determine compliance with Ontario regulation 565 and 428/05 respectively;<sup>3,4</sup>
- d) Inspect public pools and public spas that are open for a short period of time (i.e., less than 4 weeks) at least once per year to determine compliance with Ontario regulation 565 and 428/05 respectively;<sup>3,4</sup> and
- e) Conduct additional inspections of public pools and public spas as necessary to address non-compliance with Ontario regulation 565 and 428/05 respectively, observed during previous inspection(s); to investigate complaints and/or reports of illness, injury or death; and/or to monitor the safety of the facilities.<sup>3,4</sup>

## **Public wading pools, spray/splash pads and other public recreational water facilities (e.g., waterslide receiving basins)**

- 1) The board of health shall:
  - a) Inspect new public wading pools, spray/splash pads and other public recreational water facilities prior to opening or reopening after construction, alteration.
  - b) Inspect public wading pools; splash pads/spray pads and other public recreational water facilities (e.g., water slide receiving basins) at least once per year while operating to monitor the safety of these facilities. The board of health shall conduct these inspections in accordance with the most current version of the *Operational Approaches for Recreational Water Guideline, 2018* (or as current);<sup>7</sup> and
  - c) Conduct additional inspections of public wading pools, spray/splash pads and other public recreational water facilities (e.g., waterslide receiving basins) as necessary to follow up on observations from previous inspection(s) to investigate complaints and/or reports of illness, injury or death; and/or to monitor the safety of the facilities.

## **Public beaches**

- 1) The board of health shall undertake the following activities using the *Operational Approaches for Recreational Water Guideline, 2018* (or as current):<sup>7</sup>

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<sup>‡</sup> Once every three months is defined as one inspection occurring within each three month period of the calendar year, based on fixed dates (January 1 – March 31; April 1 – June 30; July 1 – September 30; October 1 – December 31).

- a) Conduct an assessment of all public beaches annually, including an environmental survey and review of historical and epidemiological data, to:
  - i) Confirm the inventory of beaches that require monitoring as per this protocol;
  - ii) Determine the suitability of the site for public recreational use supported by a water sampling program and appropriate level of surveillance, in collaboration with the owner/operator;
- b) Conduct routine beach surveillance of all public beaches, including inspection of public beaches after operations commence at least once a week during the period of operation or use, to adequately monitor the safety of public bathing areas and establish strategies for management of health hazards. Exceptions to this are as follows:
  - i) Based on a risk assessment as described in the *Operational Approaches for Recreational Water Guideline*, sampling frequency may be reduced to once per month where historical data of the geometric mean and environmental surveys indicate water quality was consistently within the water quality threshold for the previous bathing season and confirmed through the pre-season sampling results.
  - ii) Sampling may also be reduced to once per month for public beaches that historically fail to meet water quality thresholds for previous or entire bathing seasons. In this case, the medical officer of health shall implement a communication strategy to minimize use of the beach by the public (i.e. permanent posting).
- c) Where weekly sampling is unduly challenging (e.g., remote north) the board of health should implement a communication strategy to reduce risk (i.e. permanent posting) and where possible, leverage resources of the local municipality to assist in monitoring public beaches; provide ongoing communication of test results and recommend actions to public beach owners or operators; and
- d) Communicate to the public, information on the status of public beaches including, but not limited to, beach postings and promotion of strategies to prevent illness and injury.

**Table 2: Summary of Inspection Frequency for Public Recreational Water**

	Pools and Spas			Wading Pools, Spray/Splash Pads, Waterslide Receiving Basins	Beaches	Recreational Camp Waterfronts
	YEAR-ROUND	SEASONAL	<4 WEEKS PER YEAR			
Pre-opening	Prior to opening or reopening after construction, alteration, or closure of >4wks			New and/or renovated facilities	Annual survey & data review	Once per year * <i>*See Health Hazard Response Protocol for recreational camp inspection requirements.</i>
Minimum frequency* <i>*Includes pre-opening inspection, where applicable; balance must be while operating (and for single annual inspections).</i>	Once every 3 months	Once every 3 months while in operation	In addition to the opening inspection for the season, re-inspections to address any outstanding compliance issues	Once per year	Once a week* <i>*Or based on a risk assessment in accordance with the Operational Approaches for Recreational Water Guideline.</i>	
Additional inspections may be conducted as needed (e.g., follow-up; complaints; monitoring)						

## Management and response

### 24/7 on-call and response policy

- 1) The board of health shall have an on-call system for receiving and responding to reports of water-related emergencies, reports of injury, illness or death, outbreaks and incidents in the health unit on a 24 hours per day, 7 days per week (24/7) basis related to recreational water use.
- 2) The board of health shall act on reports related to recreational water use at public recreational water facilities and public beaches/recreational camp waterfront areas, within 24 hours of notification of the report to determine the appropriate response.

### Enforcement actions and procedures

- 1) The board of health shall establish policies and procedures to address non-compliance with the HPPA and applicable regulations and take action with respect to recreational water use at public recreational water facilities and public beaches/recreational camp waterfront areas, where a health hazard exists or may exist during recreational water use.<sup>2</sup>

The policies and procedures shall include but are not limited to:

- Interagency collaboration, where appropriate;
- Consideration of existing, repeat and multiple infractions of regulation; and
- Enforcement actions under the HPPA.<sup>2</sup>



## **Liaison with owners, operators**

- 1) The board of health shall, upon being notified or becoming aware of new public recreational water facilities, public beaches and recreational camps with a waterfront area to be used for aquatic activities, liaise with the owners/operators, to make them aware of applicable regulatory requirements and operational best practices.

## **Public awareness and education of operators**

### **Community awareness and owner/operator education**

- 1) The board of health shall work with other organizations/agencies as needed to ensure the availability of information and/or educational material to private citizens regarding the safe use of recreational water facilities referred to in this protocol.
- 2) The board of health shall ensure the availability of:
  - a) Information and/or educational material to owners and operators, through the inspection process and at other available opportunities, regarding applicable regulations and operational procedures relevant to public recreational water facilities, public beaches and recreational camp waterfronts; and
  - b) Training material, and shall promote recreational water facility training to owners and operators of public recreational water facilities. Components of a recreational water facility training program may include, but are not limited to:
    - i) Public health legislation and regulations, as applicable;
    - ii) Prevention of illness, injury or death;
    - iii) Pool water chemistry;
    - iv) Sanitary operation of other amenities in the facility;
    - v) Provision of safety equipment;
    - vi) Emergency communication and procedures;
    - vii) Safety supervision;
    - viii) Admission Standards, as applicable; and
    - ix) Record keeping.

## **Disclosure**

### **Public Disclosure of Inspection Results for Pools, Spas and Splash Pads**

- 1) The board of health shall publicly disclose a summary report on each routine and complaint based inspection of all pools, spas and splash pads. Reports:

- a) Must be posted on the board of health's website in a location that is easily accessible to the public within two weeks of a completed inspection. Reports must be posted for two years.
- b) Can be adapted to match the visual style of the board of health's website. Boards are encouraged to integrate the required content areas listed below into existing public disclosure programs.
- c) Of inspection results, must contain:
  - i) The type of premises;
  - ii) The name and address of the premises;
  - iii) The date of inspection;
  - iv) The type of inspection (e.g., routine, re-inspection, complaint based); and
  - v) Inspection status (e.g., in general compliance, found to have minor infractions, infractions corrected on-site, critical infractions found requires re-inspection).
- d) Must be revised with relevant additional information and include the date of the follow up action, or a subsequent report may be posted, where follow up action is required.
- e) Must be compliant with relevant legislation including the *Accessibility for Ontarians with Disabilities Act, 2005 (AODA)*, the *French Language Services Act (FLSA)* (if applicable), the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)* and the *Personal Health Information Protection Act, 2004, (PHIPA)*.<sup>8-11</sup>

## Public Disclosure of Inspection Results for Public Beaches

- 1) The board of health shall publicly disclose the status of beach water quality on a weekly basis at minimum, during the operating season. The status of the public beaches will be determined by the geometric mean of water test results, predictive modelling outcomes and/or onsite observations. Reports:
  - a) Must be posted on the board of health's website in a location that is easily accessible to the public immediately as they become available and must be updated whenever the beach status changes between weekly reports.
  - b) Must be maintained on the website or other public disclosure program during the calendar year in which the public beach was monitored.
  - c) Can be adapted to match the visual style of the board of health's website. Boards are encouraged to integrate the required content areas listed below into existing public disclosure programs.
  - d) Of inspection results, must contain:
    - i) The name and address of the public beach;
    - ii) The date of the public beach status update (posting of results either on site or website);
    - iii) The type of inspection (e.g., routine monitoring, complaint based); and
    - iv) Public beach status (e.g., safe for swimming, precautionary, unsafe for swimming).

- e) Must be compliant with relevant legislation including *the Accessibility for Ontarians with Disabilities Act, 2005 (AODA)*, the *French Language Services Act (FLSA)* (if applicable), in the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)* and the *Personal Health Information Protection Act, 2004 (PHIPA)*.<sup>8-11</sup>

## Glossary

**Environmental survey:** An inspection of the physical beach area to identify changes to existing structures, installation of new structures (e.g., drainage lines, storm water outfalls, signs, etc.), changes in beach landscape that affect runoff, potential pollution sources, garbage or debris collection, and any other environmental factor that has the potential to impact water quality, water safety, and/or public health.

**Public wading pool:** Any structure, basin, chamber, or tank containing or intended to contain an artificial body of water having a depth of water equal to 75 centimetres (30 inches) or less at any point that is provided for the recreational or instructive use of young children, other than a private residential wading pool or a wading pool for display or promotional purposes only.<sup>5</sup>

**Public recreational water facilities** include public pools, spas, wading pools, splash pads/spray pads and water slide receiving basins.

As defined in Section 1 of the HPPA, a public pool means a structure, basin, chamber or tank containing, or intended to contain, an artificial body of water for swimming, water sport, water recreation or entertainment, but does not include:<sup>2</sup>

- i) one that is located on a private residential property, (e.g., backyard pool), under the control of the owner or occupant and that is limited to use for swimming or bathing by the owner or occupant, members of their family and their visitors; or
- ii) one that is used solely for commercial display and demonstration purposes.

**Recreational camp waterfront** is a waterfront area that is used for aquatic activities as part of a recreational camp, as defined in Reg. 568 (Recreational Camps) under the HPPA.<sup>2,5</sup>

**Seasonal public pools and public spas:** Public pools and spas that are open only part of the year, usually during the summer months (typically located outdoors).

**Public beaches** include any public bathing area owned/operated by a municipality to which the general public has access, and where there is reason to believe that there is recreational use of the water (e.g., beach signage, sectioned off swimming area, water safety/rescue equipment, lifeguard chairs, etc.), which may result in waterborne illness or injury as determined by the local medical officer of health.

## References

1. Ontario. Ministry of Health and Long-Term Care. Ontario Public Health Standards: programs, services and accountability, 2018. Toronto, ON: Queen's Printer for Ontario; 2018. Available from: [http://www.health.gov.on.ca/en/pro/programs/publichealth/oph\\_standards/default.aspx](http://www.health.gov.on.ca/en/pro/programs/publichealth/oph_standards/default.aspx)
2. *Health Protection and Promotion Act*, RSO 1990, c H.7. Available from: <https://www.ontario.ca/laws/statute/90h07>
3. *Public Pools*, RRO 1990, Reg 565. Available from: <https://www.ontario.ca/laws/regulation/900565>
4. *PUBLIC SPAS*, O Reg 428/05. Available from: <https://www.ontario.ca/laws/regulation/050428>
5. *Recreational Camps*, RRO 1990, Reg 568. Available from: <https://www.ontario.ca/laws/regulation/900568>
6. *BUILDING CODE*, O Reg 332/12, s 1.4.1. Available from: <https://www.ontario.ca/laws/regulation/120332>
7. Ontario. Ministry of Health and Long-Term Care. Operational approaches for recreational water guideline, 2018. Toronto, ON: Queen's Printer for Ontario; 2018. Available from: [http://www.health.gov.on.ca/en/pro/programs/publichealth/oph\\_standards/protocolsguidelines.aspx](http://www.health.gov.on.ca/en/pro/programs/publichealth/oph_standards/protocolsguidelines.aspx)
8. *Accessibility for Ontarians with Disabilities Act, 2005*, SO 2005, c 11. Available from: <https://www.ontario.ca/laws/statute/05a11>
9. *French Language Services Act*, RSO 1990, c F.32. Available from: <https://www.ontario.ca/laws/statute/90f32>
10. *Municipal Freedom of Information and Protection of Privacy Act*, RSO 1990, c M.56. Available from: <https://www.ontario.ca/laws/statute/90m56>
11. *Personal Health Information Protection Act, 2004*, SO 2004, c 3, Sched. A. Available from: <https://www.ontario.ca/laws/statute/04p03>

## Resources

The following resources provide supplementary information and guidance regarding issues related to recreational water quality. This is not an exhaustive list and the documents listed below are subject to change.

Health Canada. Guidelines for Canadian recreational water quality. 3<sup>rd</sup> ed. Ottawa, ON: Her Majesty the Queen in Right of Canada, represented by the Minister of Health; 2012. Available from: <https://www.canada.ca/en/health-canada/services/publications/healthy-living/guidelines-canadian-recreational-water-quality-third-edition.html>

Ontario. Ministry of Health and Long-Term Care. The feasibility of predictive modeling for beach management in Ontario, 2013 [unpublished]. Toronto, ON: Queen's Printer for Ontario; 2013.

Ontario. Ministry of the Environment. Technical bulletin: Is your beach a candidate for predictive modeling? [unpublished]. Toronto, ON: Queen's Printer for Ontario; 2012.

Ontario. Ministry of Health and Long-Term Care, Ontario Ministry of Natural Resources. Memorandum of understanding: Protocol for reporting adverse water quality – Provincial Parks, 2004 [unpublished]. Toronto, ON: Queen's Printer for Ontario; 2004.



# Operational Approaches for Recreational Water Guideline, 2018

Population and Public Health Division,  
Ministry of Health and Long-Term Care

**Effective: January 1, 2018 or upon date of release**

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## Preamble

The Ontario Public Health Standards: Requirements for Programs, Services, and Accountability (Standards) are published by the Minister of Health and Long-Term Care under the authority of section 7 of the *Health Protection and Promotion Act* (HPPA) to specify the mandatory health programs and services provided by boards of health.<sup>1,2</sup> The Standards identify the minimum expectations for public health programs and services. Boards of health are accountable for implementing the Standards including the protocols and guidelines that are referenced in the Standards. Guidelines are program and topic-specific documents which provide direction on how boards of health shall approach specific requirement(s) identified within the Standards.

## Purpose

The purpose of this guideline is to provide direction on how boards of health must approach requirements outlined in the Safe Water Standard and the *Recreational Water Protocol, 2018* (or as current) to reduce the risk of water-borne illness and injury related to recreational water use at public beaches and waterfronts used by recreational camps, and achieve consistency for specific program requirements.<sup>3</sup>

## Reference to the Standards

This section identifies the standard and requirements to which this guideline relates.

### Safe Water

**Requirement 3.** The board of health shall ensure the availability of education and training for owners/operators of small drinking water systems and recreational water facilities in accordance with the *Operational Approaches for Recreational Water Guideline, 2018* (or as current); the *Recreational Water Protocol, 2018* (or as current); the *Safe Drinking Water and Fluoride Monitoring Protocol, 2018* (or as current); and the *Small Drinking Water Systems Risk Assessment Guideline, 2018* (or as current).

**Requirement 5.** The board of health shall provide all the components of the Safe Water Program in accordance with:

- a) The *Safe Drinking Water and Fluoride Monitoring Protocol, 2018* (or as current) and all applicable statutes and regulations to protect the public from exposure to unsafe drinking water; and
- b) The *Operational Approaches for Recreational Water Guideline, 2018* (or as current) and the *Recreational Water Protocol, 2018* (or as current), to reduce the risks of illness and injuries at public beaches and recreational water facilities.

**Requirement 8.** The board of health shall ensure 24/7 availability to receive reports of and respond to:

- a) Adverse events related to safe water, such as reports of adverse drinking water of drinking water systems, governed under the *Health Protection and Promotion Act* or the *Safe Drinking Water Act, 2002*;

## Operational Approaches for Recreational Water Guideline, 2018

- b) Reports of water-borne illnesses or outbreaks;
- c) Safe water issues arising from floods, fires, power outages, or other situations that may affect water safety; and
- d) Safe water issues relating to recreational water use including public beaches in accordance with the *Infectious Diseases Protocol, 2018* (or as current); *Operational Approaches for Recreational Water Guideline, 2018* (or as current); the *Recreational Water Protocol, 2018* (or as current); the *Safe Drinking Water and Fluoride Monitoring Protocol, 2018* (or as current); and the *Small Drinking Water Systems Risk Assessment Guideline, 2018* (or as current).

# Seasonal Beach Monitoring Program

## Seasonal Program Planning

- 1) To support the requirements for monitoring public beaches under the *Recreational Water Protocol, 2018* (or as current),<sup>3</sup> the board of health shall establish procedures to:
  - a) Confirm the inventory of public beaches within their jurisdiction;
  - b) Establish the commencement and duration of the monitoring season in consultation with operators;
  - c) Conduct environmental surveys before the start of the bathing season to collect and assess environmental conditions that may influence recreational water quality; and
  - d) Assess the quality of recreational water using the geometric mean approach (see the Geometric Mean for Recreational Water Monitoring section below) and the *Guidelines for Canadian Recreational Water, 2012* (or as current) for threshold values to guide public health actions, including communicating risk to the public.<sup>4</sup>

## Pre-season Assessment of Public Beaches

- 2) The board of health shall carry out a review and analysis of water sampling data and observations made during the previous season to identify factors that may predict influences on water quality (e.g., heavy rainfall). This information may also inform predictive modelling analysis that lead to more timely assessments and communications to the public.
- 3) The board of health shall carry out pre-season environmental surveys of all public beaches to:
  - a) Identify possible sources of contamination to reduce or eliminate potential impact on recreational water quality;
  - b) Record observations of environmental factors that may influence recreational water quality using the *Environmental Survey – Field Data Report* (Appendix A) or equivalent tool; and
  - c) Collect water samples to assess recreational water quality prior to the commencement of the bathing season.

## Surveillance

- 4) The board of health shall use a routine checklist or reporting tool to document observations and data when recreational water quality samples are collected throughout the season. This information will assist in identifying correlations or trends between environmental factors and bacterial water quality. These conditions shall be observed and recorded during routine public beach sampling to support data analysis. Environmental factors to be observed include:
- a) Water and ambient air temperature;
  - b) Rainfall within 24 and 48 hours;
  - c) Rain intensity;
  - d) Weather conditions (e.g. cloudy, sunny);
  - e) Wind speed and direction;
  - f) Water clarity/turbidity;
  - g) Wave height;
  - h) Pollution sources, such as waterfowl, industrial waste discharges, storm water outflows, septic system discharges, algal blooms and agricultural run-off; and
  - i) Other environmental factors that may be locally significant.

The *Environmental Survey – Field Data Report* (Appendix A) may be used to record this information.

## Sampling Methods

### Public Health Ontario Laboratory Services

- 5) The board of health shall consult with Public Health Ontario Laboratories (PHOL) prior to the start of the sampling program and follow established procedures for submitting samples and communicating test results. Water samples must be labelled and stored in insulated or refrigerated coolers for delivery to the nearest laboratory within one (1) day of collection. For further guidance on sample collection and submission, refer to Public Health Ontario's *Public Health Inspector's Guide to Environmental Microbiological Laboratory Testing, 2017* (or as current).<sup>5</sup>

### Water Sample Collection

- 6) The board of health shall ensure public health unit staff are trained and adhere to all health and safety precautions to prevent injury or illness when collecting recreational water samples at public beaches.
- 7) Where the depth of water is 1 to 1.5 meters, the board of health shall obtain samples for bacteriological analysis 15 to 30 centimeters below the water surface. When the depth of water is less than 1 meter, samples shall be obtained as far offshore as possible within the bathing area. Water samples for bacteriological analysis shall be collected using sterile bottles provided by PHOL. For consistent analysis of water quality, samples should be collected at the same general locations, on the same day of the week, at approximately the same time of day. A diagram of the public beach may be used to ensure the program is consistently applied and includes:

## Operational Approaches for Recreational Water Guideline, 2018

- a) Approximate length of beach;
- b) Approximate depth of the water in the public beach area;
- c) Possible sources of pollution and the distances to the bathing area; and
- d) Numbered sampling points and the sequence the samples are collected.

**Table 1: Water sampling points are determined by the length of the beach**

<b>Length of beach</b>	<b>Number of sampling points</b>
1000 meters or less	5 points
Over 1000 meters	1 point per 200 meters
Over 5000 meters	1 point per 500 meters

### Sampling Frequency

- 8) For the purposes of water testing, the board of health shall identify a minimum of five sampling points for each beach. Additional sampling points and more frequent sampling may be carried out as determined by the medical officer of health. Sampling frequency may be reduced to once per month where historical data of the geometric mean and environmental surveys indicate water quality was consistently within the water quality threshold for the previous bathing season and confirmed through the pre-season sampling results. Sampling may also be reduced to once per month for public beaches that historically fail to meet water quality thresholds for previous or entire bathing seasons. In this case, the medical officer of health shall implement a communication strategy to minimize use of the beach by the public (i.e. permanent posting).

## Geometric Mean for Recreational Water Monitoring

- 1) The board of health shall review the bacterial test results, as calculated using the geometric mean, along with other environmental factors, to determine appropriate actions. For sample calculations on how to calculate the geometric mean refer to *Calculating the Geometric Mean* (Appendix B).

The geometric mean is a calculation used to average the bacterial levels of *E. coli* in samples collected from recreational water. Monitoring public beaches for *E. coli* bacteria and the use of the geometric mean approach permits more meaningful statistical evaluations. Assessment of the bacterial quality of recreational water requires more than a single result. Due to the uneven distribution of bacteria throughout a liquid medium, the count of microorganisms in a single "grab sample" does not represent the average concentration in a particular body of water. A random sample may demonstrate a concentration that is far above or below the average. To obtain an accurate assessment of the quality of recreational water, the results of a number of samples shall be combined in such a way that a random, unrepresentative sample will not unduly influence the average. Using the *Guidelines for Canadian Recreational Water Quality, 2012*,<sup>4</sup> the following values apply:

## Operational Approaches for Recreational Water Guideline, 2018

- Geometric mean concentration (minimum of five samples):  $\leq 200 E. coli / 100 \text{ mL}$
- Single-sample maximum concentration:  $\leq 400 E. coli / 100 \text{ mL}$

### Predictive Modeling

- 2) Predictive modeling is a statistical equation tool that the board of health may use to predict *E. coli* levels of recreational water based on turbidity, rainfall, wave height, wind speed, ambient air and water temperatures, etc. Predictive modelling, with sufficient data and observations, may allow public health inspectors to assess conditions at public beaches in real time. While the application of predictive modelling may not be suitable for all beaches, boards of health are encouraged to refer to the *Feasibility of Predictive Modeling for Beach Management in Ontario, 2013*.<sup>6</sup>

### Communication to the Public

- 1) The board of health shall communicate the outcomes of recreational water sampling test results to owners/operators of public beaches as soon as possible and provide advice for appropriate action. Regular communication channels that provide information and the status of public beaches to the public shall be updated as new results are received. These communication channels to the public may include website announcements, media releases, automated phones/hotlines, public health unit disclosure systems, on-site postings at public beaches, etc.

### Responding to Adverse Events at Public Beaches

- 2) A board of health that receives complaints or reports of adverse events related to recreational water use at public beaches shall assess the issue within 24 hours of notification, to determine the level of potential impact and the appropriate response required.
- 3) The board of health shall establish communication strategies with partner agencies to provide clear and timely information to the public regarding potential risks associated with the use of public beaches. Communications may include, but are not limited to: posting information on the board of health website, disseminating written materials, issuing media releases, and informing local stakeholders, including municipalities.

Potential adverse events at public beaches may include:

- Exceedance of recreational water threshold for bacteria;
- Chemical, oil, sewage or other waste spill;
- Waste water treatment plant bypass (unintentional or controlled);
- Blue-green algae bloom (confirmed by visual observation or laboratory test);
- Heavy algae growth or accumulation other than blue-green algae;
- Fish or other wildlife die-off at the beach; and
- Visible debris, metal, or sharp objects in the water or beach area.

## Waterfront Areas at Recreational Camps

- 1) The board of health shall assess waterfronts used for aquatic activities at recreational camps during routine inspections and re-inspections to minimize the risks to the health and safety of the users. As part of the assessment, public health inspectors shall collect the following information:
  - a) A description of aquatic activities undertaken at the waterfront and applicable supervision procedures;
  - b) Identification of designated swimming areas by visual markers, including precautionary signs;
  - c) Available safety equipment (reaching pole or other rescue devices as recommended by recreational water safety associations); and
  - d) Availability of emergency communication procedure, including communication devices.
- 2) Should the operator of the recreational camp wish to implement a recreational water sampling program, the public health inspector shall provide advice to assist in developing the program based on the approach used by the board of health for public beaches.

Operators of recreational camps with waterfronts should be encouraged to consult with industry water safety experts to develop internal policies and procedures for the safe operation of recreational camps and waterfront areas.

## Glossary

**Adverse Condition:** a situation that may be potentially harmful to the health and safety of beach and recreational water users.

**Advisory:** a precautionary notice that informs members of the public about specific risks to health and safety to allow them to take measures to protect themselves.

**Bathing Area:** the area at a public beach used for bathing. The bathing area should be determined in collaboration with the beach owner/operator.

**Bathing Season:** the period of time each year that a public beach is used for bathing. Bathing season generally begins in June and ends early September. The duration of the recreational water quality sampling program may vary depending on local needs as determined by the operators, primarily municipalities.

**Beach Closure:** to cause restriction/elimination of public access to a beach or specific beach areas where a significant risk to health and safety has been identified. The board of health will direct the owner/operator of the beach to post signage and/or erect barriers/barricades at appropriate locations to reduce the risk of public exposure to the health hazard.

**Beach Posting:** to communicate advisories and/or place signs in response to a

## Operational Approaches for Recreational Water Guideline, 2018

swimming advisory or beach closure. Postings are typically communicated through an update on the local health unit's website or through local media/newspapers. Beach postings inform the public about potential risks to health and safety, based on an assessment of those risks. The owner/operator of the beach is primarily responsible for posting and removing the advisory/signs as conditions warrant.

**Environmental Survey:** an inspection of the physical beach area to identify changes to existing structures, installation of new structures (e.g., drainage lines, storm water outfalls, signs, etc.), changes in beach landscape that affects runoff, potential pollution sources, garbage or debris collection, and any other environmental factor that has the potential to impact water quality, water safety, and/or public health.

**Geometric Mean Calculation:** for the purposes of this guideline, the geometric mean is a calculation used to average the bacterial levels of *E. coli* in samples collected from recreational water.

**Public Beach:** includes any public bathing area owned/operated by a municipality to which the general public has access, and where there is reason to believe that there is recreational use of the water (e.g., beach signage, sectioned off swimming area, water safety/rescue equipment, lifeguard chairs, etc.), which may result in waterborne illness or injury as determined by the local medical officer of health.

**Recreational Camp Waterfront:** a waterfront area that is used for aquatic activities as part of a Recreational Camp, as defined in the Recreational Camps Regulation under the HPPA.

**Swimming Advisory:** may be issued when beach water quality is not suitable for recreational use. For example, exceedance of the recreational water accepted value for *E. coli* bacteria.

## Operational Approaches for Recreational Water Guideline, 2018

1. Ontario. Ministry of Health and Long-Term Care. Ontario public health standards: requirements for programs, services, and accountability, 2018. Toronto, ON: Queen's Printer for Ontario; 2018. Available from: [http://www.health.gov.on.ca/en/pro/programs/publichealth/oph\\_standards/default.aspx](http://www.health.gov.on.ca/en/pro/programs/publichealth/oph_standards/default.aspx)
2. Health Protection and Promotion Act, RSO 1990, c H.7. Available from: <https://www.ontario.ca/laws/statute/90h07>
3. Ontario. Ministry of Health and Long-Term Care. Recreational water protocol, 2018. Toronto, ON: Queen's Printer for Ontario; 2018. Available from: [http://www.health.gov.on.ca/en/pro/programs/publichealth/oph\\_standards/protocolsguidelines.aspx](http://www.health.gov.on.ca/en/pro/programs/publichealth/oph_standards/protocolsguidelines.aspx)
4. Health Canada. Guidelines for Canadian recreational water quality. 3rd ed. Ottawa, ON: Her Majesty the Queen in Right of Canada, represented by the Minister of Health; 2012. Available from: <https://www.canada.ca/en/health-canada/services/publications/healthy-living/guidelines-canadian-recreational-water-quality-third-edition.html>
5. Ontario Agency for Health Protection and Promotion (Public Health Ontario). Public health inspector's guide to environmental microbiology laboratory testing. 5th ed. Toronto, ON: Queen's Printer for Ontario; 2017. Available from: [https://www.publichealthontario.ca/en/ServicesAndTools/LaboratoryServices/Pages/PHI\\_Guide.aspx](https://www.publichealthontario.ca/en/ServicesAndTools/LaboratoryServices/Pages/PHI_Guide.aspx)
6. Ontario. Ministry of Health and Long-Term Care. The feasibility of predictive modeling for beach management in Ontario, 2013 [unpublished]. Toronto, ON: Queen's Printer for Ontario; 2013.



# Appendix A: Sample Report

Environmental Survey - Field Data Report	
Name of Beach:	Beach ID Number:
Surveyor Name:	Posted at Time of Sampling: <input type="checkbox"/> Yes <input type="checkbox"/> No
Address/Location:	Latitude: _____ Longitude: _____
Date of Sampling:	Time at Sampling:
Name of Water Body:	Length of Bathing Area (m):
Are maps of the beach area attached? <input type="checkbox"/> Yes <input type="checkbox"/> No Are maps of the watershed attached? <input type="checkbox"/> Yes <input type="checkbox"/> No	Owner/Operator:
Part I: General Beach Conditions	
Air Temperature: _____ °C °F	Water Temperature: _____ °C °F
Rain Intensity: <input type="checkbox"/> Light (<2.5mm/hr.) <input type="checkbox"/> Medium (2.6-7.5mm/hr.) <input type="checkbox"/> Heavy (>7mm/hr.) <input type="checkbox"/> None	Rainfall: <input type="checkbox"/> <24 hrs. _____ cm rainfall measured/reported <input type="checkbox"/> <48 hrs. _____ cm rainfall measured/reported <input type="checkbox"/> <72 hrs. _____ cm rainfall measured/reported <input type="checkbox"/> >72 hrs. _____ cm rainfall measured/reported
Water Clarity (Turbidity): <input type="checkbox"/> <100 cm <input type="checkbox"/> >100 cm Value (NTU): _____	
Wave Height (cm): _____	
Sky Conditions: <input type="checkbox"/> Sunny <input type="checkbox"/> Mostly Sunny <input type="checkbox"/> Partly Cloudy <input type="checkbox"/> Mostly Cloudy <input type="checkbox"/> Cloudy	
Wind Direction: <input type="checkbox"/> None <input type="checkbox"/> Away from Shore <input type="checkbox"/> Toward Shore <input type="checkbox"/> Parallel to Shore Wind Speed: _____	
Beach Materials/Sediments: <input type="checkbox"/> Sandy <input type="checkbox"/> Mucky <input type="checkbox"/> Rocky <input type="checkbox"/> Other (specify) _____	
Subsurface Conditions: Does the bottom consist of material that is easily stirred up? <input type="checkbox"/> Yes <input type="checkbox"/> No Are the slopes gentle? <input type="checkbox"/> Yes <input type="checkbox"/> No Is the bottom free of large rocks, sharp objects and other obstructions? <input type="checkbox"/> Yes <input type="checkbox"/> No Is the bottom free of weeds? <input type="checkbox"/> Yes <input type="checkbox"/> No Is the beach susceptible to undertows or rip currents? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Comments/Observations:	

## Operational Approaches for Recreational Water Guideline, 2018

<b>Part II: Use of Beach</b>			
Type: <input type="checkbox"/> Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Agricultural <input type="checkbox"/> Other (specify)_____			
Water Body Uses: <input type="checkbox"/> Boating <input type="checkbox"/> Fishing <input type="checkbox"/> Windsurfing <input type="checkbox"/> Bathing/Swimming <input type="checkbox"/> Recreational Camp <input type="checkbox"/> Aquatic Classes <input type="checkbox"/> Scuba Diving <input type="checkbox"/> Other (specify)_____			
Approximate number of people observed in the water: __		Approximate number of people using the beach but not in the water at time of observation: _____	
<b>Part III: Potential Pollutants</b>			
Type of Source	Concern		Describe how this source might contribute to beach pollution and its frequency of contribution
Wildlife/Waterfowl	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Domestic Animals	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Waterwaste Discharges	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Sewage Overflows	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Septic Systems	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Stormwater/Natural Outfalls	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Agricultural/Urban Runoff	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Watercraft Access/Boat Dockage	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Seasonal Watercourse	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Chemical Hazards	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Prone to Algal blooms	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<b>Part IV: Water Quality</b>			
Sample Number	Sample Point	Parameter: <input type="checkbox"/> E. coli <input type="checkbox"/> Other (specify)	Comments
Geometric Mean:			
Surveyor Signature:			
<b>Part V: Diagram of Sampling Location and Pollution Sources</b>			
Include location of: sample points, pollution sources, marinas, boat dockage, fishing, bathing/swimming, jetty, sanitary facilities, restaurants/bars, playground, parking lot(s), etc. *Remember to show North			

# Appendix B: Calculating the Geometric Mean

**Definition of Geometric Mean:** An averaging method used to reduce the effect of a single high reading.

**Mathematical Definition:** the  $n^{\text{th}}$  root of the product of  $n$  values.

**Practical Definition:** the average of the logarithmic values of a data set, converted back to a base 10 number.

The geometric mean could be thought of as the average of the logarithmic values, converted back to a base 10 number.

The formula for the geometric mean is:

$$\text{Geometric Mean} = ((X_1)(X_2)(X_3)\dots(X_n))^{1/n}$$

where  $X_1, X_2$ , etc. represent the individual data points and  $n$  is the total number of data points used in the calculation.

### Calculating the Geometric Mean

To calculate a geometric mean:

1. Compute the natural logarithm (ln) of each sample result.
2. Add the logarithm of each sample result together.
3. Divide the result by the number of samples.
4. Convert this product (logarithm of the geometric mean) back to an arithmetic value by computing the antilog of the product.

The formula for the logarithm of the geometric mean is:

$$\text{Logarithm of Geometric Mean} = ((\ln X_1) + (\ln X_2) + (\ln X_3) + \dots + (\ln X_n))/n$$

The following example illustrates how this is done:

Where <10, >1000, <10, 30, and 240 are sample data results of colony-forming units (cfu) per 100 ml of water, calculate the geometric mean. This calculation can be performed on a scientific calculator using the “log” key. For example, enter “10” on the calculator and then press the “log” key.

**Table 2: Example Geometric Mean Calculation**

Sample #	Sample Result	Logarithms
Sample 1	<10	$\ln(10) = 2.303$
Sample 2	>1000	$\ln(1000) = 6.908$
Sample 3	<10	$\ln(10) = 2.303$
Sample 4	30	$\ln(30) = 3.401$
Sample 5	240	$\ln(240) = 5.481$

Average of logarithms = 4.079

Antilog of average = 59

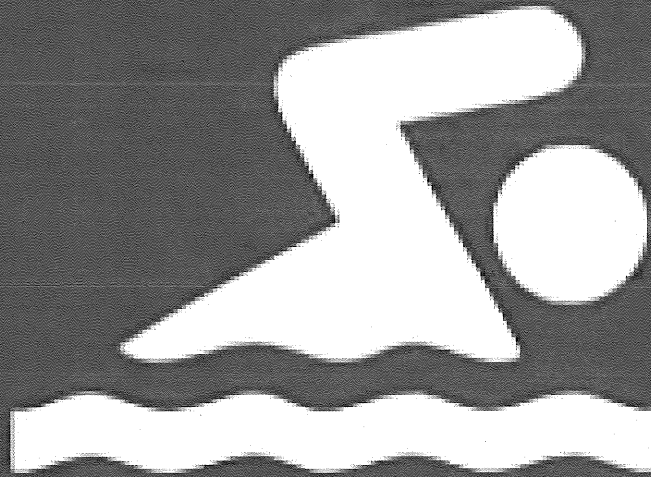
In this example, the geometric mean for the data is 59 cfu/100ml of water. Public health inspectors would use this value in addition to other public health factors to determine the necessity for posting or other advisory actions.



# Beach Rules

- **No Lifeguard – Swim at Your Own Risk.**
- **No Smoking, Open Fires, or Fireworks Allowed.**
- **No Removal or Throwing of Stones or Rocks.**
- **Children Under 10 Years of Age Must Be Accompanied by An Adult.**
- **When Leaving the Beach Take Your Trash, Chairs, Toys, Noodles, Etc.**
- **Sand Castles, Holes, Etc. Should be Filled in Prior to Leaving the Beach.**
- **No Horseplay Allowed on the Float or Beach.**
- **No Boats Allowed on the Beach or Swimming Area.**
- **No Dogs Permitted on the Beach.**
- **Use Common Sense – Respect the Rights of Others.**

**Caution!**



**Swim At  
Own Risk**



## Cindy Pigeau

---

**From:** Federal Gas Tax Program <GasTax@amo.on.ca>  
**Sent:** Friday, September 13, 2019 12:38 PM  
**To:** pennelli@ontera.net  
**Cc:** Cindy Pigeau  
**Subject:** Federal Gas Tax surplus administration funds

Dear Mayor Pennell,

As I announced at the AMO conference in August, AMO will distribute over \$12 million in surplus federal Gas Tax administration fees to municipalities in October.

Your municipality will receive \$673.88. A brief Q&A regarding the release of these funds can be found [here](#).

This is in addition to the \$36,182.68 you received in July as part of the one-time doubling of the Fund, and the \$31,306.99 for your regular 2019 amount.

As a sector we are proud of how we have been able to use federal Gas Tax funding for priority projects. However, municipalities should delay any announcements about projects that received federal funding until after the election on October 21.

Sincerely,  
Jamie McGarvey  
AMO President

cc: Cindy Pigeau  
Clerk-Treasurer



**THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE**

69 Fourth Avenue, Larder Lake, ON

Phone: 705-643-2158 Fax: 705-643-2311



MOVED BY:

- Thomas Armstrong
- Patricia Hull
- Paul Kelly
- Lynne Paquette

SECONDED BY:

- Thomas Armstrong
- Patricia Hull
- Paul Kelly
- Lynne Paquette

Motion #: 17

Resolution #: 17

Date: August 27, 2019

WHEREAS Council has discussed lobbying the provincial ministers to be allow for electronic delegation; And

WHEREAS Council feel that it is unjust to have to attend expensive conferences to be able to have a delegation with Ministers or the Premier; And

THEREFORE, Council request that the Ministers and the Premier offer electronic delegations to small and rural Municipalities that do not have sufficient budget to attend conferences; And

FURTHER THAT this resolution be sent to all Ontario Municipalities in order to request their support on the matter; And

FURTHER THAT this resolution be sent to the Premier and all the Ministries for their consideration.

Recorded vote requested:

	For	Against
Tom Armstrong		
Patricia Hull		
Paul Kelly		
Lynne Paquette		
Patty Quinn		

I declare this motion

<input checked="" type="checkbox"/> Carried
<input type="checkbox"/> Lost / Defeated
<input type="checkbox"/> Deferred to: _____ (enter date)
Because: _____
<input type="checkbox"/> Referred to: _____ (enter body)
Expected response: _____ (enter date)

<b>Disclosure of Pecuniary Interest*</b>

Chair: \_\_\_\_\_

\*Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.

**Cindy Pigeau**

---

**From:** Karen Martin <kmartin@zorra.on.ca>  
**Sent:** Wednesday, September 11, 2019 3:11 PM  
**Subject:** Township of Zorra Resolution of Council re: UTRCA

Good afternoon,

Please be advised the Township of Zorra Council passed the following resolution at the September 4, 2019 Council Meeting:

**“WHEREAS the Township of Zorra is an environmentally conscious community;**

**AND WHEREAS the Township of Zorra is a member of the Upper Thames River Conservation Authority (UTRCA) and has a representative on the board of directors of the UTRCA;**

**AND WHEREAS the board of directors determines the policies, priorities and budget of the UTRCA;**

**AND WHEREAS the UTRCA provides the Township of Zorra with expert advice on the environmental impact of land use planning proposals and that the Township of Zorra does not have staff with comparable expertise or experience;**

**AND WHEREAS the UTRCA provides programs to the residents of Zorra and other member municipalities that include recreation, education, water quality monitoring, reduction of vegetation loss and soil erosion, preservation of species at risk as well as protecting life and property through a variety of measures;**

**Therefore, be it resolved, that the Township of Zorra supports continuation of the programs of the UTRCA, both mandatory and non-mandatory, and that no programs of the UTRCA or of the other Conservation Authorities in Ontario be “wound down” at this time.**

**And that, the Ministry of Environment, Conservation and Parks give clear direction as to what programs are considered mandatory and non-mandatory and how those programs will be funded in the future;**

**And that this resolution be forwarded to the Minister of the Environment, Conservation and Parks, Premier Doug Ford, MPP Ernie Hardeman, the Association of Municipalities of Ontario, the Upper Thames River Conservation Authority, Conservation Ontario and all Ontario municipalities.”**

Thanks,



**Karen Martin**  
Director of Corporate Services  
274620 27th Line, PO Box 306  
Ingersoll, ON N5C 3K5  
P: 519-485-2490 x 7228 | 1-888-699-3868  
F: 519-485-2490  
kmartin@zorra.ca | www.zorra.ca

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Think about our environment. Print only if necessary. ♻️



**Individuals who submit letters and other information to Council should be aware that any personal information contained within their communications may become part of the public record and may be made available to the public through the Council/Committee Agenda process.**

September 12, 2019

The Honourable Doug Downey, Attorney General of Ontario  
Ministry of the Attorney General  
720 Bay Street, 11<sup>th</sup> Floor  
Toronto ON M7A 2S9

**Re: Resolution Regarding Provincial Funding Cuts to Legal Aid Ontario**

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on September 9, 2019 endorsed the following resolution;

"Whereas, the Chatham-Kent Legal Clinic (the "Clinic") has delivered legal services in Chatham-Kent (the "Municipality") for over 38 years to area residents who cannot afford legal assistance because of financial hardship – including those who are disabled, on social assistance, pensioners, the unemployed, or those with low income;  
And Whereas, the Clinic's services are aimed at ensuring that people with low incomes are able to meet their most basic needs, which in turn gives them the ability to live with health and dignity as active members of their community;

And Whereas, like other community legal clinics across the province, the Clinic carries out this invaluable work through funding provided by Legal Aid Ontario ("LAO");

And Whereas, the provincial government's 2019 Budget has cut funding to Legal Aid Ontario by \$133 Million – which is a 35% reduction in provincial funding – retroactive to April 1, 2019, with cuts rising to \$164 Million (45%) by 2021-22;

And Whereas, these significant cuts will result in a reduction of critical legal clinic services to low income residents in our community resulting in adverse social and economic consequences for the Municipality served by the Clinic – from

- increased reliance on municipal services including increased homelessness resulting from avoidable evictions,
- increased poverty resulting from lack of income supports and employment supports and

- increased reliance on social assistance administration resulting from people being denied appropriate supports

And Whereas, the Council of the Municipality believes all levels of government should provide fair, economically-sound, and evidence-based programs and supports to help low-income residents, vulnerable people, and other equity-seeking individuals escape poverty, precarious housing, and systemic disadvantage, realize their full potential by living healthy and safe lives.

Be it therefore resolved that, the Council of the Municipality of Chatham-Kent forward a letter to local MPPs, the Attorney General and the Premier of Ontario (and all municipalities in Ontario)

- expressing its strong support for Legal Aid Ontario and its funding of Ontario's community legal clinics, and specifically the Chatham-Kent Legal Clinic, which provides legal services to low income and vulnerable Ontarians;
- expressing its strong opposition to the funding cuts imposed on Legal Aid Ontario by the provincial government;
- calling upon the Premier and the Attorney General to make a commitment to access to justice and to respect the commitment of their government to not decrease front line services; and
- urging the province to restore full funding to these critical services to ensure that all the residents of Chatham-Kent have access to a fair and equitable justice system, regardless of their incomes."

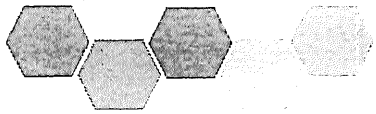
If you have any questions or comments, please contact Judy Smith at 519-360-1998 Ext # 3200.

Sincerely,



Judy Smith/CMO  
Director Municipal Governance  
Clerk /Freedom of Information Coordinator

C  
The Honourable Doug Ford, Premier of Ontario  
All Municipalities in Ontario



# PROVINCIAL POLICY STATEMENT (PPS) REVIEW

## ONTARIO'S LAND USE PLANNING SYSTEM

### WHAT IS THE PPS?

- The Provincial Policy Statement (PPS) is the primary provincial land use policy document that sets out minimum requirements that apply across Ontario
- The Planning Act requires that all land use planning decisions "shall be consistent with" the PPS
- Municipalities are the primary decision-makers for local communities and implement provincial policies, including the PPS, through official plans and other planning decisions
- Municipalities may build on, but not conflict with, PPS policies to reflect local context
- PPS policies are intended to help protect what matters most by providing policy direction related to growth and development, the use and management of resources, and the protection of the environment and public health and safety

### GOVERNMENT COMMITMENT TO REVIEW THE PPS

- In early 2019, engagement on the PPS was undertaken as part of the Increasing Housing Supply Consultations
- Input received helped to inform the development of the **More Homes, More Choice: Ontario's Housing Supply Action Plan**, released in May 2019
- Through the Action Plan, the government signaled its intention to review the PPS

### HOW CAN I LEARN MORE & PROVIDE FEEDBACK?

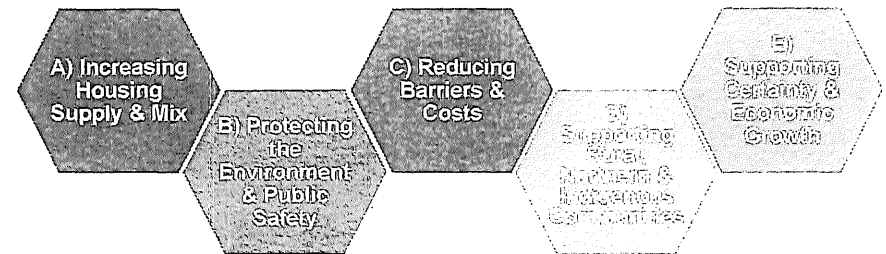
For details on specific policy changes, the draft PPS is available online at: [ero.ontario.ca/notice/019-0279](http://ero.ontario.ca/notice/019-0279)

If you are interested in providing written feedback during the 90-day consultation period (July 22, 2019 – Oct 21, 2019), you may do so by either:

- Submitting comments through the Environmental Registry of Ontario at: [ero.ontario.ca/notice/019-0279](http://ero.ontario.ca/notice/019-0279)
- Emailing [planningconsultation@ontario.ca](mailto:planningconsultation@ontario.ca)

## PROPOSED PPS POLICY AREAS

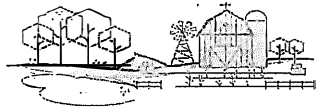
The government is proposing PPS changes to reflect Ontario's changing needs across 5 key areas:



### QUESTIONS FOR CONSIDERATION

The government wants your feedback on the PPS draft policies and would like your views on the following questions:

- Do the proposed policies effectively support goals related to increasing housing supply, creating and maintaining jobs, and red tape reduction while continuing to protect the environment, farmland, and public health and safety?
- Do the proposed policies strike the right balance? Why or why not?
- How do these policies take into consideration the views of Ontario communities?
- Are there any other policy changes that are needed to support key priorities for housing, job creation, and streamlining of development approvals?
- Are there other tools that are needed to help implement the proposed policies?



# PROVINCIAL POLICY STATEMENT (PPS) REVIEW

**A**

## Increasing Housing Supply & Mix

A stable housing market with sufficient supply will help make housing more attainable and affordable for the people of Ontario. It will also attract new investment and create investment-ready communities that are attractive to employers and provide workers with places to live

The PPS draft policies would:

- Increase land supply requirements that municipalities must meet
  - Increase planning horizon from 20 to 25 years (1.1.2)
  - Increase housing land supply from 10 to 12 years (1.4.1(a))
  - Allow higher minimum requirement for serviced residential land (5 years) for upper- and single-tier municipalities (1.4.1)
- Update provincial guidance to support land budgeting (i.e. Projection Methodology) (1.1.2, 1.2.4(a))
- Increase flexibility for municipalities related to the phasing of development (1.1.3.7) and compact form (1.1.3.6)
- Add flexibility to the process for settlement area boundary expansions (e.g. allow minor adjustments subject to specific tests, highlight that study requirements should be proportionate to the size/scale of development) (1.1.3.6, 1.1.3.9)
- Support the development of housing to meet current and future housing needs, and add reference to housing options and market-based needs (Vision, 1.4.1, 1.4.3, Definitions: "Housing options")
- Require transit-supportive development and prioritize intensification, including potential air rights development, in proximity to transit, including corridors and stations (1.4.3(e))
- Support municipalities in achieving affordable housing targets by requiring alignment with Housing and Homelessness Plans (1.4.3(a))
- Broaden PPS policies to enhance support for development of long-term care homes (1.4.3(b)(1), Definitions: "Special needs" & "Public service facilities")

**B**

## Protecting the Environment & Public Safety

The Made-in-Ontario Environment Plan includes a commitment to review land use policies that are critical to managing the impacts of a changing climate. Planning for extreme weather events helps protect people and property and makes financial sense

The PPS draft policies would:

- Enhance direction to prepare for impacts of a changing climate (Vision, 1.1.1(j), 1.1.3.2(d), 1.6.1, 1.6.6.1(b)(2), 1.6.6.7(c), 1.8.1, 2.2.1(c), 3.1.3, Definitions: "Impacts of a changing climate", )
- Enhance stormwater management policies to protect water and support climate resiliency (1.6.6.7(a), 1.6.6.7(c), 1.6.6.7(d))
- Promote the on-site local reuse of excess soil (3.2.3)
- Maintain current policies related to natural and human made hazards which directs development away from hazardous areas including flood-prone areas in order to protect public health and safety, while work by the Special Advisor on flooding is underway (3.1)
- Maintain current policies that require municipalities in southern Ontario to identify natural heritage systems, and provide flexibility as to how to achieve this outcome (2.1.3)
- Provide a new, voluntary management approach for managing local or regionally-significant wetlands (2.1.10)
- Maintain protections for the Greenbelt

**C**

## Reducing Barriers & Costs

A streamlined land use planning and development process which protects what is important – while reducing barriers and costs – supports economic growth and investment and the continued prosperity of Ontarians

The PPS draft policies would:

- Require municipalities to take action to fast-track development applications for certain proposals (e.g. housing) (4.7)
- Allow mineral aggregate operations to use rehabilitation plans to demonstrate that extraction will have no negative impacts (2.5.2.2)
- Align policies and definition of cultural heritage with recent changes to the Ontario Heritage Act (Definitions: "Cultural heritage landscape", various other definitions)
- Refocus PPS energy policies to support a broad range of energy types and opportunities for increased energy supply (1.6.11.1)
- Ground mounted solar would be permitted in prime agricultural and specialty crop areas as an on-farm diversified use (Definitions: "On-farm diversified uses")
- Make minor changes to streamline development approvals and support burden reduction

**D**

## Supporting Rural, Northern & Indigenous Communities

Rural, northern and Indigenous communities are vital to Ontario's continued prosperity and overall well-being

The PPS draft policies would:

- Allow flexibility for communities by clarifying perceived barriers to sewage and water servicing policies for lot creation and development in rural settlement areas (1.6.6)
- Enhance municipal engagement with Indigenous communities on land use planning to help inform decision-making, build relationships and address issues upfront in the approvals process (1.2.2, 2.6.5, Vision)
- Promote an agricultural systems approach to enhance agricultural protections to support critical food production and the agricultural sector as a significant economic driver (1.7.1(f), 2.3.2, 2.3.6.2, Definitions: "Agricultural system", "Agri-food network")

**E**

## Supporting Certainty & Economic Growth

Economic opportunities and continued investment are vital to supporting jobs and the continued economic well-being of all Ontarians. Supporting jobs is a key priority of Ontario's Open for Business agenda

The PPS draft policies would:

- Encourage municipalities to facilitate conditions for economic investment (1.3.1(c))
- At the time of official plan review or update, encourage municipalities to assess locally-identified employment areas to ensure designations are appropriate (1.3.2.2)
- Provide municipalities with greater control over employment area conversions to support the forms of development and job creation that suit the local context (current and future) (1.3.2.5)
- Provide enhanced direction for land use compatibility and stronger protection for major facilities such as manufacturing and industrial uses where non-employment uses are planned nearby (i.e. buffering uses from new sensitive uses) (1.2.6.1, 1.2.6.2, 1.3.2.3, Definitions: "Major facilities")

**Cindy Pigeau**

---

**From:** Aggregates (MNR) <Aggregates@ontario.ca>  
**Sent:** Friday, September 20, 2019 10:37 AM  
**Subject:** Proposed changes to the Aggregate Resources Act / Projet de modification de la Loi sur les ressources en agrégats  
**Attachments:** image001.wmz; image002.wmz; image003.wmz



Ministry of Natural Resources and  
Forestry  
Natural Resources Conservation Policy  
Branch  
Policy Division  
300 Water Street  
Peterborough, ON K9J 8M5

Ministère des Richesses naturelles et  
de la Foresterie  
Direction des politiques de conservation  
des richesses naturelles  
Division de l'élaboration des politiques  
300, rue Water  
Peterborough (Ontario) K9J 8M5

**Subject: Proposed changes to the Aggregate Resources Act**

Dear Head of Council and Clerk,

The Ministry of Natural Resources and Forestry recognizes the critical role Ontario's municipalities play in the lives of Ontarians. We value our strong collaborative partnership with municipalities and the associations that represent their interests.

We want to advise you that the Ministry of Natural Resources and Forestry is proceeding with changes to the way aggregates are managed in Ontario and would like to invite municipal input on the changes we are proposing.

We have released an aggregate proposal that aims to cut red tape, create jobs, and promote economic growth within Ontario's aggregate industry — an industry that generates \$1.6 billion in production revenue annually and supports more than 28,000 jobs in aggregate-related sectors.

The proposal draws on feedback from industry, municipalities, Indigenous communities and other stakeholders. It will create opportunities for growth while maintaining a steadfast commitment to protecting the environment and addressing impacts to communities.

A summary of the proposed legislative changes, and instructions for providing feedback, can be found on the Environmental Registry (ERO# 019-0556) at the following link:

<https://ero.ontario.ca/notice/019-0556>

My ministry is also considering some regulatory changes and would appreciate any initial feedback you have on these topics. As a next step, we expect to consult further on specific details related to regulatory proposals at a later date. I look forward to your input on these proposals and potential future changes.



If you have any questions about the proposed changes, please contact Andrew MacDonald, Resource Development Section, at 705-755-1222 or [aggregates@ontario.ca](mailto:aggregates@ontario.ca).

Kind regards,

*Original signed by Ala Boyd*

Ala Boyd  
A/Director, Natural Resources Conservation Policy Branch  
Policy Division, Ministry of Natural Resources and Forestry  
300 Water Street, 2 South  
Peterborough, ON K9J 3C7  
Telephone: 705-755-1241  
Facsimilie: 705-755-1971  
[ala.boyd@ontario.ca](mailto:ala.boyd@ontario.ca)

**Objet : Projet de modification de la *Loi sur les ressources en agrégats***

Bonjour,

Le ministère des Richesses naturelles et des Forêts sait que les municipalités jouent un rôle primordial dans la vie des Ontariennes et des Ontariens. Nous avons à cœur notre solide relation de collaboration avec elles ainsi qu'avec les associations qui défendent leurs intérêts.

Ainsi, nous voulons vous informer que le Ministère entend modifier les pratiques de gestion des agrégats en Ontario et invite les municipalités à commenter sa proposition.

Ces éventuels changements s'inscrivent dans une optique de réduction des formalités administratives, de création d'emplois et d'essor économique au sein de l'industrie ontarienne des agrégats, qui génère chaque année 1,6 milliard de dollars en revenus de production et assure le maintien de plus de 28 000 emplois dans des secteurs connexes.

Élaborées à la lumière des commentaires de l'industrie, des municipalités, des communautés autochtones et d'autres parties, les modifications proposées favoriseront la croissance tout en respectant notre ferme engagement à protéger l'environnement et à atténuer les répercussions sur les populations locales.

Un résumé du projet de modifications législatives, accompagné de la marche à suivre pour formuler des commentaires, figure dans le Registre environnemental (n° 019-0556), à l'adresse suivante :

<https://ero.ontario.ca/fr/notice/019-0556>

Le Ministère envisage aussi certaines modifications réglementaires et souhaiterait savoir ce que vous en pensez a priori. Des consultations sur leur teneur exacte auront lieu ultérieurement. J'attends donc

avec intérêt vos commentaires sur ces éventuels changements ainsi que sur le projet de modifications législatives susmentionné.

Si vous avez des questions sur les modifications proposées, veuillez communiquer avec Andrew MacDonald, de la Section de l'exploitation des richesses naturelles, au 705 755-1222 ou à l'adresse [aggregates@ontario.ca](mailto:aggregates@ontario.ca).

Veillez agréer mes salutations distinguées.

*Original signé par Ala Boyd*

Ala Boyd  
Directrice des politiques de conservation des richesses naturelles  
Ministère des Richesses naturelles et des Forêts

Corporation of the Municipality of Calvin  
**Council/Board Report By Dept-(Unpaid)**



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Page : 1

Date : Sep 19, 2019

Time : 1:28 pm

Vendor : 0000000 To PT00000007  
 Batch : All  
 Department : All

Cash Requirement Date : 19-Sep-2019  
 Bank : 099 To 1  
 Class : All

Vendor	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice #	Invoice Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 0101</b>	<b>LIABILITIES</b>				
11033	LONDON LIFE INSURANCE				
PP#19 PENSIO	PP#19 Penison 2019	76	19-Sep-2019	19-Sep-2019	
1-2-0101-320	EMPLOYEE PENSION PAYABLE				680.64
16073	PROGRESSIVE COMPUTING SOLUTION				
1493	Computer Services-Aug 2019 & New Laptop	76	31-Aug-2019	19-Sep-2019	
1-5-0101-115	COMPUTER EXPENSES				2,091.63
18014	RUSSELL CHRISTIE LLP				
19-108-072	Legal Fees- Correspondence	76	09-Sep-2019	19-Sep-2019	
1-5-0101-120	LAWYER FEES				623.13
19020	SELECTCOM INC.				
0004766105	Phone for Admin, Fire & Roads- Sept 2019	76	10-Sep-2019	19-Sep-2019	
1-5-0101-103	TELEPHONE, FAX, CELL PHONE				211.68
22020	VS GROUP				
362	1 Yr Domain Name 2019	76	11-Sep-2019	19-Sep-2019	
1-5-0101-115	COMPUTER EXPENSES				84.75
<b>Department Total :</b>					<b>3,691.83</b>

<b>DEPARTMENT 0200</b>	<b>FIRE PROTECTION</b>				
13034	NORTH BAY CACC				
2019-08	Call Taking & Alerting Services- Aug 2019	76	03-Sep-2019	19-Sep-2019	
1-5-0200-137	COMMUNICATIONS - FIRE				110.00
19020	SELECTCOM INC.				
0004766105	Phone for Admin, Fire & Roads- Sept 2019	76	10-Sep-2019	19-Sep-2019	
1-5-0200-137	COMMUNICATIONS - FIRE				44.18
<b>Department Total :</b>					<b>154.18</b>

<b>DEPARTMENT 0300</b>	<b>ROADS</b>				
04065	DUNCOR ENTERPRISES INC.				
2019266	Peddlers & Boundary Rd Single Surface Treatment	76	29-Aug-2019	19-Sep-2019	
1-5-0300-132	CAPITAL EXPENDITURES - ROADS				287,302.36
08010	BUMPER TO BUMPER - H.E. BROWN				
286068/D	Welding Helmet	76	04-Sep-2019	19-Sep-2019	
1-5-0300-149	SMALL TOOLS - ROADS				146.84
286842/D	Small Tools	76	09-Sep-2019	19-Sep-2019	
1-5-0300-149	SMALL TOOLS - ROADS				225.94
289278/D	Small Tools & Oil for Equipment	76	16-Sep-2019	19-Sep-2019	
1-5-0300-149	SMALL TOOLS - ROADS				112.36
16070	PRAXAIR PRODUCTS INC.				
91705752	Oxygen & Acetylene Cylinders	76	07-Sep-2019	19-Sep-2019	
1-5-0300-150	OFFICE AND SHOP EXPENSE - ROADS				345.00
19020	SELECTCOM INC.				
0004766105	Phone for Admin, Fire & Roads- Sept 2019	76	10-Sep-2019	19-Sep-2019	
1-5-0300-103	TELEPHONE, CELL PHONE - ROADS				57.74
23008	WHALLEY CHRIS				
AUG 2019 EXPI	Vehicle Mileage & Cell Phone Usage- Aug 2019	76	19-Sep-2019	19-Sep-2019	
1-5-0300-102	VEHICLE EXPENSE - ROADS				1,059.47
1-5-0300-103	TELEPHONE, CELL PHONE - ROADS				75.00
<b>Department Total :</b>					<b>289,324.71</b>

<b>DEPARTMENT 0320</b>	<b>SANDING</b>				
01038	A. MIRON TOPSOIL LTD.				
15073	Winter Sand Materials	76	16-Sep-2019	19-Sep-2019	
1-5-0320-101	MATERIALS AND SUPPLIES - SANDING				28,146.55
<b>Department Total :</b>					<b>28,146.55</b>

**DEPARTMENT 0325 TRUCK EXPENDITURES**

Corporation of the Municipality of Calvin  
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Date : Sep 19, 2019

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Vendor : 0000000 To PT00000007

Batch : All

Department : All

Cash Requirement Date : 19-Sep-2019

Bank : 099 To 1

Class : All

Vendor	Vendor Name					Batch	Inv Date	Inv Due Date	Amount
Invoice #	Invoice Description								
G.L. Account	CC1	CC2	CC3	GL Account Name					
<b>DEPARTMENT 0325</b>	<b>TRUCK EXPENDITURES</b>								
08010	<b>BUMPER TO BUMPER - H.E. BROWN</b>								
289278/D	Small Tools & Oil for Equipment								
						76	16-Sep-2019	19-Sep-2019	
1-5-0325-106				FUEL & OIL - TRUCK EXPEND.					394.29
290521/D	Diesel Exhaust Fluid- Truck 76-15								
						76	18-Sep-2019	19-Sep-2019	
1-5-0325-106				FUEL & OIL - TRUCK EXPEND.					224.87
12028	<b>MINISTER OF FINANCE</b>								
RD 2019 PLATE	2019 Plates Renewal- 2005 INTL								
						76	19-Sep-2019	19-Sep-2019	
1-5-0325-101				REPAIRS AND MAINTENANCE-TRUCK					1,841.00
RD PLATE 2019	2019 Plate Renewal - 2015 INTL.								
						76	19-Sep-2019	19-Sep-2019	
1-5-0325-101				REPAIRS AND MAINTENANCE-TRUCK					1,841.00
<b>Department Total :</b>									<b>4,301.16</b>

<b>DEPARTMENT 0326</b>	<b>GRADER EXPENDITURES</b>								
08010	<b>BUMPER TO BUMPER - H.E. BROWN</b>								
289278/D	Small Tools & Oil for Equipment								
						76	16-Sep-2019	19-Sep-2019	
1-5-0326-106				FUEL & OIL - GRADER EXPEND.					197.14
<b>Department Total :</b>									<b>197.14</b>

<b>DEPARTMENT 0327</b>	<b>LOADER/HOE EXPENDITURES</b>								
08010	<b>BUMPER TO BUMPER - H.E. BROWN</b>								
289278/D	Small Tools & Oil for Equipment								
						76	16-Sep-2019	19-Sep-2019	
1-5-0327-106				FUEL & OIL - LOADER/HOE EXP.					197.14
<b>Department Total :</b>									<b>197.14</b>

<b>DEPARTMENT 0400</b>	<b>ENVIRONMENTAL</b>								
12913	<b>MILLER WASTE SYSTEMS</b>								
501-000020387	Dump & Return, Container Fee- Aug 2019								
						76	31-Aug-2019	19-Sep-2019	
1-5-0400-175				BLUE BOX RECYCLING COSTS					1,452.43
19051	<b>SEE MORE GRAPHICS</b>								
40855	Landfill User Fees Sign								
						76	16-Sep-2019	19-Sep-2019	
1-5-0400-101				MATERIALS AND SUPPLIES - ENVIRONMENT					466.13
<b>Department Total :</b>									<b>1,918.56</b>

<b>DEPARTMENT 0500</b>	<b>HEALTH SERVICES</b>								
13010	<b>NORTH BAY PARRY SOUND DIST. HE</b>								
OCT 2019 LEV	October 2019 Levy								
						76	19-Sep-2019	19-Sep-2019	
1-5-0500-108				HEALTH UNIT					1,467.15
<b>Department Total :</b>									<b>1,467.15</b>

<b>DEPARTMENT 0600</b>	<b>SOCIAL SERVICES</b>								
03001	<b>CASELLHOLME HOME OF AGED</b>								
SEPT 2019 LEV	September 2019 Levy								
						76	19-Sep-2019	19-Sep-2019	
1-5-0600-112				CASELLHOLME					3,786.00
<b>Department Total :</b>									<b>3,786.00</b>

<b>DEPARTMENT 0700</b>	<b>RECREATION</b>								
03019	<b>CANADIAN SPRINGS</b>								
1899142709151	3 x 18.9L Distilled Water Bottles								
						76	15-Sep-2019	19-Sep-2019	
1-5-0700-101				MATERIALS AND SUPPLIES (HALL)					34.56
<b>Department Total :</b>									<b>34.56</b>

<b>DEPARTMENT 0950</b>	<b>ENFORCEMENT</b>								
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Corporation of the Municipality of Calvin  
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AP5130

Page : 3

Date : Sep 19, 2019

Time : 1:28 pm

Vendor : 0000000 To PT00000007

Batch : All

Department : All

Cash Requirement Date : 19-Sep-2019

Bank : 099 To 1

Class : All

Vendor	Vendor Name					Batch	Inv Date	Inv Due Date	Amount
Invoice #	Invoice Description								
G.L. Account	CC1	CC2	CC3	GL Account Name					
DEPARTMENT 0950	ENFORCEMENT								
19051	SEE MORE GRAPHICS								
40850	Pound Sign					76	13-Sep-2019	19-Sep-2019	42.38
1-5-0950-106				MISCELLANEOUS-ENFORCEMENT					
<b>Department Total :</b>									<b>42.38</b>
<b>Unpaid Total :</b>									<b>333,261.36</b>

Total Unpaid for Approval :	333,261.36
Total Manually Paid for Approval :	0.00
Total Computer Paid for Approval :	0.00
Total EFT Paid for Approval :	0.00
<b>Grand Total ITEMS for Approval :</b>	<b>333,261.36</b>