

AGENDA
A meeting of the Council of the Corporation
of the Town of Northeastern Manitoulin and the Islands
to be held on Tuesday, December 20th, 2022
at 7:00 p.m.

1. Call to Order

2. Approval of Agenda

Disclosure of Pecuniary Interest & General Nature Thereof

3. Minutes of Previous Meeting

- i. Confirming By-Law 2022-60

4. Manager Reports

- i. Fire Department – Duane Deschamps, Fire Chief
- ii. Public Works – Wayne Williamson, Manager
- iii. Community Services – Reid Taylor, Manager
- iv. Building Department

5. New Business

- i. Request for signage – Bayshore Road
- ii. Library Board Appointments
- iii. Museum Advisory Committee appointment
- iv. Citizen Liaison Committee (CLC) appointment
- v. Sheguiandah WTP 2022-2023 Inspection Report
- vi. Donation request – Manitoulin Fine Arts

6. Minutes and Other Reports

- i. OCWA - Work Order reports, November 2022
- ii. Manor Minutes – November 24, 2022

7. Adjournment

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

BY-LAW NO. 2022-60

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

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

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

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

1. THAT the minutes of the meetings of the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands for the term commencing November 15, 2022 and held on:

December 6, 2022
December 8, 2022

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

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
20th day of December 2022.

Al MacNevin

Mayor

Pam Myers

Clerk

The Corporation of the Town of Northeastern Manitoulin and the Islands
Minutes of a Regular Council meeting held Tuesday, December 6, 2022
Electronic Format (Zoom)

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

STAFF PRESENT: David Williamson, CAO
Pam Myers, Clerk

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

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

Resolution No. 260-12-2022

Moved by: M. Erskine

Seconded by: B. Wood

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

Carried

Resolution No. 261-12-2022

Moved by: W. Koehler

Seconded by: A. Boyd

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands now reads for the first, second and third time and finally passes By-Law No 2022-59, being a by-law to adopt the minutes of Council for the term commencing November 15, 2022 and authorizing the taking of any action authorized therein and thereby.

Carried

Resolution No. 262-12-2022

Moved by: L. Cook

Seconded by: M. Erskine

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands appoints Councillor Allan Boyd as Deputy Mayor.

Carried

Resolution No. 263-12-2022

Moved by: W. Koehler

Seconded by: P. Aelick

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands donates \$200 to the Centennial Manor Tree of Lights Campaign.

Carried

Resolution No. 264-12-2022

Moved by: W. Koehler

Seconded by: D. Orr

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands donates \$200 to the Manitoulin Navy League.

Carried

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

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Resolution No. 265-12-2022

Moved by: D. Orr

Seconded by: A. Boyd

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands accepts the tender as submitted by MIS Insurance as per the attached.

Carried

Resolution No. 266-12-2022

Moved by: M. Erskine

Seconded by: B. Wood

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands accepts the tender as submitted by KPMG for Audit Services as per the attached in the amount of \$156 700.00.

Carried

Resolution No. 267-12-2022

Moved by: M. Erskine

Seconded by: P. Aelick

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands the Emergency Management Plan as per the attached.

Carried

Resolution No. 268-12-2022

Moved by: M. Erskine

Seconded by: P. Aelick

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands proceeds In Camera to address a matter pertaining to a proposed or pending disposition or acquisition of land for municipal or local board purposes.

Carried

Resolution No. 269-12-2022

Moved by: D. Orr

Seconded by: G. Williamson

RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands does now adjourn at 9:13 pm.

Carried

Al MacNevin, Mayor

Pam Myers, Clerk



Public Works Report

December 20, 2022

Roads

Staff have been conducting daily road patrols

Plowing and sanding roads as required

Sidewalks are being sanded and salted daily

Snow removal from downtown core and parking lots as required

Landfill

All operations are going well

Equipment

Ongoing maintenance is being performed as required

The new plow truck is at Gincor getting the plow and harness installed

Report to Community Services/Public Works – December 22, 2022

Rec Centre

- Facilities are being used for
 - Meetings/Events/Programs/Classes
 - Daily Maintenance as required
- Arena Ice is very busy
- Curling Club is up and Running

This Month

- Drive Test Continues
- Vaccine Clinics continue
- Pickle Ball continues indoors
- Manitoulin Panthers continues
- Skate Canada continues
- Little Current Minor Hockey continues
- Programs Continue
 - Children's Dance Class – Candice Irwin
 - Line Dancing – Joe Arnold
 - Various Craft and Cooking Classes
 - Youth Drop-In Program

Marine, Parks & Outdoor Buildings

- All Seasonal Buildings are being Monitored regularly
- Will look at starting outdoor ice in 2023 if weather will co-operate
- Info Booth washroom floor is complete
 - Reno will be finish in early 2023



Building Control Report to December 15, 2022

There have been 80 permits and 6 renewals issued this year. The permits are categorized as follows.

	Permits	Total
Dwelling units – New (2 semi-detached)	15	\$59,944.00
Single dwellings – Additions & Renovations	12	\$9,912.00
Multi Residential – New (four-plexes)	2	\$20,574.00
Seasonal Dwellings – New	7	\$23,512.00
Seasonal Dwellings – Additions & Renovations	3	\$6,696.00
Detached Garages	11	\$6,344.00
Accessory Buildings – New	8	\$2,500.00
Decks – New & Alterations	9	\$1,060.00
Commercial/Industrial New	2	\$14,360.00
Commercial/Industrial – Additions & Renovations	4	\$2,000.00
Institutional – Renovations	1	\$4,800.00
Demolition/Moving	6	\$400.00
Permit Renewals	6	\$300.00
Total	86	\$152,432.00

The total value of construction value to date is **\$12,540,000.00** with a total building permit revenue of **\$152,432.00**.

Dave Williamson

From: Jill Marion-McNichol <njmarion55@gmail.com>
Sent: November 10, 2022 3:03 PM
To: Dave Williamson
Subject: Re: test

Hello there Dave,
My name is Norma Jill Marion-McNichol. I live at 124 Bayshore Rd. East in the municipality of NEMI.

I'm wondering if we can get a few 'Slow Down for Pedestrians' signs on our road before the snow flies or the ground freezes? We have a few people on the road that don't slow down even when asked to in a polite way, unfortunately. 'Slow for Pedestrians' signs would work better than posting the 40km sign since we also don't have side walks and even the 40km is too fast.

I do have an idea of where they could go since I walk every day on the road.... one on the right when entering off the highway, one on Bayshore Rd. West going east between address numbers 270 and 250 (so as they are leaving), and possibly one at the east/west forks or going towards the mail boxes on Bayshore Rd. East.

Please feel free to reply or for clarification at 705 929-2046. Hopefully this is do able. It would greatly be appreciated.
Thanks,

Norma Jill Marion-McNichol

On Thu, Nov 10, 2022 at 3:00 PM Dave Williamson <DWilliamson@townofnemi.on.ca> wrote:

OCTOBER 31, 2022

TOWN COUNCIL OF NEMI

Please accept my request to remain on the
NEMI LIBRARY BOARD for another term.

Maureen Demstracy
5 Cherry Lane - Box 83
Little Current, ON
P0P-1K0

Pam Cress

From: Rosemary Burnett <rsmry_b@yahoo.ca>
Sent: October 17, 2022 2:42 PM
To: Pam Cress
Subject: Library Board

Hi Pam,

I'm contacting you you to inform council of my intent to remain on the NEMI Library Board for the next term.

Thank You,

Rosemary Burnett

Sent from my iPhone

E. O. Martin
2078 Bay Estates Road North
SHEGUIANDAH
ONTARIO P0P 1W0
njmartin@vianet.on.ca

28 September, 2022

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

Attention: Pam Cress, Municipal Clerk

Re: Appointment to Northeastern Manitoulin and the Islands Public Library Board

Dear Ms. Cress

With the onset of Municipal Elections, the term of the current Council will conclude in early November. Concurrently, the terms of appointment of council appointees to various Boards and Commissions will conclude.

In an initiative to provide continuity of service, I expect that current Public Library Board Members will continue to sit until their applications for renewal of their appointments have been confirmed by Council.

Please accept this letter as a request for a renewal of my appointment as a member of the Public Library Board. I have enjoyed my experience over the course of the last six years and am looking forward to making future contributions to development and enhancement of library services in our community.

Yours truly,



E.O. Martin

cc. K. Berry

Pam Cress

From: John Royal <johnwroyal@gmail.com>
Sent: November 16, 2022 8:50 PM
To: Pam Cress; Kathy Berry; Ned Martin
Subject: NEMI Library Board

Hi Pam,

I am interested in continuing as a library board member for the year 2023.

John Royal

Brenda Dewar
2516 Bay Estates Rd. N
Sheguiandah ON, P0P 1W0
(705) 665-6534

Dear Pam Myers;

I am respectfully submitting my name as a candidate for the posted Library Board position.

I am a new resident to Manitoulin, having moved here from Lively Ontario in July this year.

I am a retired Infection Control Nurse from Health Sciences North in Sudbury, following a 31 year career in health care. My role involved extensive research and policy development that helped guide hospital best practices, in addition to conducting surveillance and annual audits, a major part of my role was education and training of staff. I have authored and co-authored papers on infectious diseases and surgical best practices, published in Canadian Medical Journals.

Most recently, I completed a 3 year term on our church's transition team, which was responsible for recruiting and hiring a new minister.

I am an active library user and strong community advocate. I believe I would bring a unique perspective to the library board as a new resident; as I believe a vibrant community is one that excels in leadership and communication.

I respectfully submit my name for consideration.

Kind regards,



Brenda Dewar

Pam Cress

To: Heidi Ferguson
Subject: RE: Museum Advisory Committee Members

From: Heidi Ferguson <hferguson@townofnemi.on.ca>
Sent: December 13, 2022 11:12 AM
To: Pam Cress <pmyers@townofnemi.on.ca>
Subject: Museum Advisory Committee Members

Hi Pam,. I have heard back from all the previous Museum Advisory Committee Members and all would like to move their names forward to be on the committee for the next term of Council.

Marjorie Collie
Marcel Gauthier
Richard Glaude
Patrick Julig
Carol Sheppard

Heidi



Heidi Ferguson
Town of Northeastern Manitoulin and the Islands
14 Water St E P.O. Box 608
Little Current, On P0P 1K0
Phone: (705) 368-3500 Ext 230
Fax: (705) 368-2245
Email: hferguson@townofnemi.on.ca

Although the Town of Northeastern Manitoulin and the Islands (NEMI) makes every effort to ensure that the material/information provided is current and accurate, the Town of NEMI cannot accept any responsibility for the accuracy of this information, nor is it responsible for any expenses or damages incurred directly or indirectly resulting from the use of this information.

This data is for informational purposes only and should not be used for legal, engineering, or surveying purposes. This data is for the user's own internal business and personal purposes. If a formal certification or legal document is required, please contact the municipality to attain a tax certificate/letter of compliance/letter of tolerance.

Citizen Liaison Committee Interested parties

Rob Norris

Sean O'Hare

Kevin Mishibinijima

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

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

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

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

December 12, 2022

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

Dear Mr. Williamson:

Re: Final 2022-23 Inspection Report for the Sheguiandah Drinking Water System

Please find attached the annual Sheguiandah Drinking Water System inspection report for the year 2022-23. There were no issues of compliance identified during the current inspection period. However, in the interest of continuous improvement, best practice issues have been noted.

You will notice that our reports have a new format. If you have any questions with regards to the presentation of the current inspection report, please contact the inspector directly. Please note that the Inspection Rating Record (IRR) for the Sheguiandah Drinking Water System is not included at part of the new format. It will be provided, at a later date.

A copy of this inspection report has been provided to the Public Health Sudbury and Districts, as per the Ministry's Drinking Water Inspection Protocol.

Should you have any questions regarding the attached document or your obligations under Ontario's drinking water legislation, please feel free to contact me at 705-665-0892.

Sincerely,



Shelley Baggio
Water Inspector
Ministry of the Environment, Conservation and Parks
Drinking Water and Environmental Compliance Division
Sudbury District Office

cc: Keith Stringer, Operations Manager, OCWA
Sarah Beaulieu, Process and Compliance Technician, OCWA Espanola Hub
Natalie Wagar, Process and Compliance Technician, OCWA Espanola Hub
Burgess Hawkins, Manager-Health Protection Division, Public Health Sudbury & District



SHEGUIANDAH DRINKING WATER SYSTEM
48 LIMIT ST, NORTHEASTERN MANITOULIN AND THE
ISLANDS, ON, P0P 1W0

Inspection Report

System Number: 220009112

Entity: THE CORPORATION OF THE
TOWN OF NORTHEASTERN
MANITOULIN AND THE ISLANDS
ONTARIO CLEAN WATER
AGENCY

Inspection Start Date: 09/28/2022

Inspection End Date: 12/12/2022

Inspected By: Shelley Baggio

Badge #: 928

Inspected By: Marnie Managhan

Badge #: 718

NON-COMPLIANCE/NON-CONFORMANCE ITEMS

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

Question Group: Other Inspection Findings

Question ID	MRDW1116001	Question Type	BMP
Question:			
Were the inspection questions sufficient to address other identified best practice issues?			
Legislative Requirement	Not Applicable		
Observation/Corrective Action(s)			
The following issues were also noted during the inspection:			
1. The reference Radiometer used to verify the UV sensors was shipped to Germany for its verification in March 2022, as per normal practice. The device is usually verified and returned within six weeks to two months. However, due to shipping delays and other circumstances beyond the control of the manufacturer, the reference Radiometer was not returned for over six months (September 21, 2022). Once received, the UV sensors were immediately verified and within the specified range. Although the UV sensors were not calibrated monthly, as required, according to the operating authority, neither sensor exceeded the operational hours recommended by the manufacturer for verification.			
Even though the circumstances surrounding the delay in receiving the reference Radiometer back from the manufacturer were beyond the control of all involved, the owner and their operating authority should explore options to prevent a similar situation from occurring again in the future. This issue will be reviewed again during the next inspection.			

INSPECTION DETAILS

This section includes all questions that were assessed during the inspection.

Ministry Program: DRINKING WATER | **Regulated Activity:**

Question ID	MRDW1001001	Question Type	Information
Question:			
What was the scope of this inspection?			
Legislative Requirement	Not Applicable		
Observation			
<p>The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as management practices.</p> <p>This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O. Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.</p> <p>This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.</p> <p>This inspection was unannounced and focused. The data and information reviewed during this inspection covers the period from October 2021 to October 2022.</p> <p>The Small Residential Drinking Water System is owned by the Town of Northeastern Manitoulin and the Islands, and operated under contract by the Ontario Clean Water Agency (OCWA). The treatment is a Class 2 Water Treatment Subsystem and the distribution is a Class 1 Water Distribution Subsystem.</p>			

Question ID	MRDW1000001	Question Type	Information
Question:			
Does this drinking water system provide primary disinfection?			
Legislative Requirement	Not Applicable		

Observation
<p>This Drinking Water System provides for both primary and secondary disinfection and distribution of water.</p> <p>Primary disinfection at this treatment plant is comprised of chlorination and ultraviolet irradiation.</p>

Question ID	MRDW1018001	Question Type	Legislative
Question:			
Has the owner ensured that all equipment is installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit?			
Legislative Requirement	SDWA 31 (1);		
Observation			
The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.			
The Sheguiandah Drinking Water System operates under Municipal Drinking Water Permit 197-201. The equipment as identified in the permit was reviewed at the time of the inspection and found to be in order.			

Question ID	MRDW1020001	Question Type	Legislative
Question: Is the owner/operating authority able to demonstrate that, when required during the inspection period, Form 1 documents were prepared in accordance with their Drinking Water Works Permit?			
Legislative Requirement	SDWA 31 (1);		
Observation The owner/operating authority was in compliance with the requirement to prepare Form 1 documents as required by their Drinking Water Works Permit during the inspection period.			

Question ID	MRDW1021001	Question Type	Legislative
Question: Is the owner/operating authority able to demonstrate that, when required during the inspection period, Form 2 documents were prepared in accordance with their Drinking Water Works Permit?			

Legislative Requirement	SDWA 31 (1);
Observation	
The owner/operating authority was in compliance with the requirement to prepare Form 2 documents as required by their Drinking Water Works Permit during the inspection period.	

Question ID	MRDW1025001	Question Type	Legislative
Question:			
Were all parts of the drinking water system that came in contact with drinking water (added, modified, replaced or extended) disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit?			
Legislative Requirement	SDWA 31 (1);		
Observation			
All parts of the drinking water system were disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit.			
Operators will document the steps taken comply with the conditions in the MDWL in the logbook.			

Question ID	MRDW1024001	Question Type	Legislative
Question:			
Do records confirm that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated as required?			
Legislative Requirement	SDWA O. Reg. 170/03 1-2 (2);		
Observation			
Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.			
The lowest distribution chlorine residual measure during the inspection period was 0.85 mg/L on February 4, 2022 at 68 Orr's Sideroad.			

Question ID	MRDW1038001	Question Type	Legislative
Question:			

Is continuous monitoring equipment that is being utilized to fulfill O. Reg. 170/03 requirements performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format?

Legislative Requirement SDWA | O. Reg. 170/03 | 6-5 | (1)1-4;

Observation

Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format.

Question ID	MRDW1035001	Question Type	Legislative
Question: Are operators examining continuous monitoring test results and are they examining the results within 72 hours of the test?			
Legislative Requirement	SDWA O. Reg. 170/03 6-5 (1)1-4; SDWA O. Reg. 170/03 6-5 (1)5-10;		
Observation Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.			

Question ID	MRDW1037001	Question Type	Legislative
Question: Are all continuous monitoring equipment utilized for sampling and testing required by O. Reg. 170/03, or MDWL or DWWP or order, equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6?			
Legislative Requirement	SDWA O. Reg. 170/03 6-5 (1)1-4; SDWA O. Reg. 170/03 6-5 (1)5-10; SDWA O. Reg. 170/03 6-5 (1.1);		
Observation All continuous monitoring equipment utilized for sampling and testing required by O. Reg. 170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6. Turbidity levels are alarmed at 0.3 NTU after a set delay of 10 minutes. This alarm will also result in an associated low lift pump lockout.			

Chlorine residual in treated water is alarmed at 0.75 mg/L with no delay. This alarm will also result in an associated low lift pump lockout.

These alarm set points meet the minimum requirements specified by subsection 6-5 of Schedule 6 of O. Reg.170/03.

The UV system will alarm after 5 minutes of off specification operation. This alarm will also result in an associated low lift pump lockout. Any off specification operation lasting less than 5 minutes is documented.

Question ID	MRDW1040000	Question Type	Legislative
Question: Are all continuous analysers calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation?			
Legislative Requirement	SDWA O. Reg. 170/03 6-5 (1)1-4; SDWA O. Reg. 170/03 6-5 (1)5-10;		
Observation All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation. OCWA has an electronic maintenance management system in place that generates work orders based on manufacturer specifications and pre-set schedules (i.e. weekly, monthly, annually). Regular calibration and maintenance of continuous analyzers is included in the maintenance management system.			

Question ID	MRDW1108001	Question Type	Legislative
Question: Where continuous monitoring equipment used for the monitoring of free chlorine residual, total chlorine residual, combined chlorine residual or turbidity, required by O. Reg. 170/03, an Order, MDWL, or DWWP issued under Part V, SDWA, has triggered an alarm or an automatic shut-off, did a qualified person respond in a timely manner and take appropriate actions?			
Legislative Requirement	SDWA O. Reg. 170/03 6-5 (1)1-4; SDWA O. Reg. 170/03 6-5 (1)5-10; SDWA O. Reg. 170/03 6-5 (1.1);		
Observation Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.			

When an alarm at the water treatment plant is received the operator on call is paged. When an operator is called to respond to an alarm, the response, actions and/or other relevant information relating to the incident is documented in the logbook. A review of the Call Back Summary Report and the facility logbook, specifically entries relating to alarm call outs, indicated that the operators are responding to alarms in a timely manner.

Question ID	MRDW1034001	Question Type	Legislative
Question: Is the secondary disinfectant residual measured as required for the small municipal residential distribution system?			
Legislative Requirement	SDWA O. Reg. 170/03 7-2 (5); SDWA O. Reg. 170/03 7-2 (6);		
Observation The secondary disinfectant residual was measured as required for the small municipal residential distribution system. At least two samples are taken each week and are taken at least 48 hours apart.			

Question ID	MRDW1099001	Question Type	Information
Question: Do records show that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O. Reg. 169/03)?			
Legislative Requirement	Not Applicable		
Observation Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O. Reg. 169/03).			

Question ID	MRDW1082001	Question Type	Legislative
Question: For SMR systems, are all microbiological water quality monitoring requirements for distribution samples prescribed by legislation being met?			
Legislative Requirement	SDWA O. Reg. 170/03 11-2 (1); SDWA O. Reg. 170/03 11-2 (2);		

Observation
All microbiological water quality monitoring requirements prescribed by legislation for distribution samples in a small municipal residential system were being met.
Sampling in the distribution system is required once every two weeks with testing for E.coli, total coliforms and heterotrophic plate count.

Question ID	MRDW1096001	Question Type	Legislative
Question: Do records confirm that chlorine residual tests are being conducted at the same time and at the same location that microbiological samples are obtained?			
Legislative Requirement	SDWA O. Reg. 170/03 6-3 (1);		
Observation Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.			

Question ID	MRDW1086001	Question Type	Legislative
Question:			
Are all haloacetic acid water quality monitoring requirements prescribed by legislation conducted within the required frequency and at the required location?			
Legislative Requirement	SDWA O. Reg. 170/03 13-6.1 (1); SDWA O. Reg. 170/03 13-6.1 (2); SDWA O. Reg. 170/03 13-6.1 (3); SDWA O. Reg. 170/03 13-6.1 (4); SDWA O. Reg. 170/03 13-6.1 (5); SDWA O. Reg. 170/03 13-6.1 (6);		
Observation			
All haloacetic acid water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.			
All drinking water systems that provide chlorination or chloramination, for either primary or secondary disinfection, must sample for haloacetic acid every three months. This requirement came into effect January 1, 2017.			
The standard for Haloacetic Acids came into effect on January 1, 2020. It is expressed as a Running Annual Average (RAA), where the RAA is defined as the average for quarterly HAA results for a drinking water system. HAAs generally form at the beginning of the distribution system and sampling should be completed accordingly.			
Since the previous inspection sampling for HAAs was completed on the following dates with			

the results as noted:

- October 12, 2021 - 24.6 ug/L
- January 10, 2022 - 14.7 ug/L
- April 5, 2022 - 17.1 ug/L
- July 11, 2022 - 14.5 ug/L

The running average based on the last four sample results, is 17.73 ug/L.

Question ID	MRDW1087001	Question Type	Legislative
Question: Have all trihalomethane water quality monitoring requirements prescribed by legislation been conducted within the required frequency and at the required location?			
Legislative Requirement	SDWA O. Reg. 170/03 13-6 (1); SDWA O. Reg. 170/03 13-6 (2); SDWA O. Reg. 170/03 13-6 (3); SDWA O. Reg. 170/03 13-6 (4); SDWA O. Reg. 170/03 13-6 (5); SDWA O. Reg. 170/03 13-6 (6);		
Observation All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location. The requirement is to sample for trihalomethanes (THMs) at a point in the distribution system expected to have the highest levels, every three months. Since the previous inspection, THM samples have been collected on the following dates with the following results: - October 12, 2021 - 47 ug/L - January 10, 2022 - 26 ug/L - April 5, 2022 - 27 ug/L - July 11, 2022 - 27 ug/L The running average based on the last four sample results, is 31.75 ug/L. This is below the ODWQS limit of 100 ug/L (running average).			

Question ID	MRDW1094001	Question Type	Legislative
Question: Are all water quality monitoring requirements imposed by the MDWL and DWWP being met?			

Legislative Requirement	SDWA 31 (1);
Observation	
<p>All water quality monitoring requirements imposed by the MDWL or DWWP issued under Part V of the SDWA were being met.</p> <p>Quarterly composite samples at the point of discharge to the North Channel are collected and tested for total suspended solids (TSS). The annual average concentration must not exceed 25 mg/L.</p> <p>All required sampling was completed and the annual average concentration well below 25 mg/L.</p>	

Question ID	MRDW1102001	Question Type	Legislative
Question: For SMR Systems, have corrective actions (as per Schedule 18 of O. Reg. 170/03) been taken to address adverse conditions, including any other steps as directed by the Medical Officer of Health?			
Legislative Requirement	SDWA O. Reg. 170/03 16-9 (1); SDWA O. Reg. 170/03 16-9 (2); SDWA O. Reg. 170/03 18-10 (1); SDWA O. Reg. 170/03 18-11; SDWA O. Reg. 170/03 18-12; SDWA O. Reg. 170/03 18-13; SDWA O. Reg. 170/03 18-14; SDWA O. Reg. 170/03 18-2; SDWA O. Reg. 170/03 18-3; SDWA O. Reg. 170/03 18-4; SDWA O. Reg. 170/03 18-5; SDWA O. Reg. 170/03 18-6; SDWA O. Reg. 170/03 18-9;		
Observation Corrective actions (as per Schedule 18), including any other steps that were directed by the Medical Officer of Health, had been taken to address adverse conditions.			

Question ID	MRDW1104000	Question Type	Legislative
Question: Were all required verbal notifications of adverse water quality incidents immediately provided as per O. Reg. 170/03 16-6?			
Legislative Requirement	SDWA O. Reg. 170/03 16-6 (1); SDWA O. Reg. 170/03 16-6 (2); SDWA O. Reg. 170/03 16-6 (3); SDWA O. Reg. 170/03 16-6 (3.1); SDWA O. Reg. 170/03 16-6 (3.2); SDWA O. Reg. 170/03 16-6 (4); SDWA O. Reg. 170/03 16-6 (5); SDWA O. Reg. 170/03 16-6 (6);		

Observation

All required notifications of adverse water quality incidents were immediately provided as per O. Reg. 170/03 16-6.

Question ID	MRDW1113000	Question Type	Legislative
Question: Have all changes to the system registration information been provided to the Ministry within ten (10) days of the change?			
Legislative Requirement	SDWA O. Reg. 170/03 10.1 (3);		
Observation All changes to the system registration information were provided within ten (10) days of the change.			

Question ID	MRDW1059000	Question Type	Legislative
Question: Do the operations and maintenance manuals contain plans, drawings and process descriptions sufficient for the safe and efficient operation of the system?			
Legislative Requirement	SDWA O. Reg. 128/04 28;		
Observation The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.			

Question ID	MRDW1060000	Question Type	Legislative
Question: Do the operations and maintenance manuals meet the requirements of the DWWP and MDWL issued under Part V of the SDWA?			
Legislative Requirement	SDWA 31 (1);		
Observation The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.			

Question ID	MRDW1061001	Question Type	Legislative
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Question: Are logbooks properly maintained and contain the required information?	
Legislative Requirement	SDWA O. Reg. 128/04 27 (1); SDWA O. Reg. 128/04 27 (2); SDWA O. Reg. 128/04 27 (3); SDWA O. Reg. 128/04 27 (4); SDWA O. Reg. 128/04 27 (5); SDWA O. Reg. 128/04 27 (6); SDWA O. Reg. 128/04 27 (7);
Observation Logbooks were properly maintained and contained the required information.	

Question ID	MRDW1062001	Question Type	Legislative
Question: Do records or other record keeping mechanisms confirm that operational testing not performed by continuous monitoring equipment is being done by a certified operator, water quality analyst, or person who meets the requirements of O. Reg. 170/03 7-5?			
Legislative Requirement	SDWA O. Reg. 170/03 7-5;		
Observation Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.			

Question ID	MRDW1071000	Question Type	BMP
Question: Has the owner provided security measures to protect components of the drinking water system?			
Legislative Requirement	Not Applicable		
Observation The owner had provided security measures to protect components of the drinking water system. However, it is suggested that signage be placed on the exterior of the building to indicate authorized personal only and/or no trespassing.			

Question ID	MRDW1073001	Question Type	Legislative
Question:			

Has the overall responsible operator been designated for all subsystems which comprise the drinking water system?

Legislative Requirement SDWA | O. Reg. 128/04 | 23 | (1);

Observation

The overall responsible operator had been designated for each subsystem.

OCWA employs a number of operators out of the Espanola Hub office that are appropriately licensed to act as the overall responsible operator (ORO) for the Sheguiandah drinking water system (Class 2 water treatment subsystem, Class 1 water distribution subsystem). The ORO is identified in the logbook daily and is usually the operator that is on-call for the week.

Question ID	MRDW1074001	Question Type	Legislative
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Question:

Have operators-in-charge been designated for all subsystems for which comprise the drinking water system?

Legislative Requirement SDWA | O. Reg. 128/04 | 25 | (1);

Observation

Operators-in-charge had been designated for all subsystems which comprise the drinking water system.

The operator in charge (OIC) is identified in the logbook daily and is normally the operator onsite undertaking the necessary operational duties.

Question ID	MRDW1075001	Question Type	Legislative
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Question:

Do all operators possess the required certification?

Legislative Requirement SDWA | O. Reg. 128/04 | 22;

Observation

All operators possessed the required certification.

Question ID	MRDW1076001	Question Type	Legislative
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Question:

Do only certified operators make adjustments to the treatment equipment?	
Legislative Requirement	SDWA O. Reg. 170/03 1-2 (2);
Observation	
Only certified operators made adjustments to the treatment equipment.	

Question ID	MRDW1116001	Question Type	BMP
Question:			
Were the inspection questions sufficient to address other identified best practice issues?			
Legislative Requirement	Not Applicable		
Observation			
The following issues were also noted during the inspection:			
1. The reference Radiometer used to verify the UV sensors was shipped to Germany for its verification in March 2022, as per normal practice. The device is usually verified and returned within six weeks to two months. However, due to shipping delays and other circumstances beyond the control of the manufacturer, the reference Radiometer was not returned for over six months (September 21, 2022). Once received, the UV sensors were immediately verified and within the specified range. Although the UV sensors were not calibrated monthly, as required, according to the operating authority, neither sensor exceeded the operational hours recommended by the manufacturer for verification.			
Even though the circumstances surrounding the delay in receiving the reference Radiometer back from the manufacturer were beyond the control of all involved, the owner and their operating authority should explore options to prevent a similar situation from occurring again in the future. This issue will be reviewed again during the next inspection.			

Question ID	MRDW1012001	Question Type	Legislative
Question:			
Does the owner have a harmful algal bloom monitoring plan in place that meets the requirements of the MDWL?			
Legislative Requirement	SDWA 31 (1);		
Observation			
The owner had a harmful algal bloom monitoring plan in place.			
The operator visually checks the area of the intake at least once weekly for evidence of a harmful algal bloom (HAB). In the past, weekly raw and treated samples are collected for			

microcystin analysis. However, since there have not been any HABs observed and the microcystin results were consistently less than the method detection limit, the operating authority suspended the weekly sampling. Appropriate sampling kits are maintained on site from May until October to be able to quickly collect a sample should an algal bloom be observed.

Question ID	MRDW1014001	Question Type	Legislative
Question: Is there sufficient monitoring of flow as required by the MDWL or DWWP issued under Part V of the SDWA?			
Legislative Requirement	SDWA 31 (1);		
Observation There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking Water Works Permit issued under Part V of the SDWA.			

Question ID	MRDW1016001	Question Type	Legislative
Question: Is the owner in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the MDWL issued under Part V of the SDWA?			
Legislative Requirement	SDWA 31 (1);		
Observation The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the Municipal Drinking Water Licence issued under Part V of the SDWA. The Municipal Drinking Water License (MDWL) for this facility identifies a rated capacity of 546 cubic meters per day of treated water from the treatment system in to the distribution system. No capacity exceedances were identified during the current inspection period. The Permit to Take Water (0233-AJ8PD5) allows a maximum instantaneous flow rate of 455 liters per minute and a maximum daily flow rate of 654,624 liters per day. There were no water taking exceedances during the inspection period.			

Question ID	MRDW1023001	Question Type	Legislative
Question: Do records indicate that the treatment equipment was operated in a manner that achieved			

the design capabilities required under Ontario Regulation 170/03 or a DWWP and/or MDWL issued under Part V of the SDWA at all times that water was being supplied to consumers?

Legislative Requirement

SDWA | O. Reg. 170/03 | 1-2 | (2);

Observation

Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities required under O. Reg. 170/03 or a Drinking Water Works Permit and/or Municipal Drinking Water Licence issued under Part V of the SDWA at all times that water was being supplied to consumers.

The original plant design for this system cited high turbidity in the source water as the rationale for increasing the value of log removal credits to be achieved by the plant for Giardia from 3, as per the Procedure for Disinfection of Drinking Water in Ontario, to 4. Therefore, for this treatment plant Required Removal/Inactivation is 2 log for Cryptosporidium, 4 log for Giardia and 4 log for Viruses. UV is especially effective on cryptosporidium and giardia but not all viruses. Chlorine is effective on viruses but not as effective on cryptosporidium and giardia. As such, it was determined that a combination of direct filtration, UV disinfection, and chlorination would be used in order to sufficiently meet the log removal/inactivation credits needed for primary disinfection. As such, the design totals for log removal/inactivation at this plant are 4 log for Cryptosporidium (through filtration and UV disinfection), 5 log for Giardia (through filtration and UV disinfection) and 4 log for Viruses (through filtration, UV disinfection and chlorination).

DIRECT FILTRATION

In order to apply the noted credits for the filtration portion of the treatment process, the following criteria must be met:

- Use a chemical coagulant at all times;
- Monitor and adjust chemical dosages in response to variation in raw water quality;
- Maintain effective backwash procedures, including filter to waste or an equivalent procedure during filter ripening to ensure effluent turbidity requirements are achieved at all times;
- Continuously monitor filtrate turbidity;
- Meet the performance criterion for filtered water turbidity of less than or equal to 0.3 NTU in 95% of the measurements each month;

The information reviewed indicates that this system consistently met the criteria necessary to achieve the log removal credits assigned to filtration. Two coagulant pumps are in place to continuously feed coagulant into the raw water, just prior to the flocculation tank and, necessary adjustments are made by the operator to chemical dosages based on variations in the raw water quality. There are also effective backwash procedures in place and the turbidity of the filter effluent is continuously monitored. Daily process summary reports are printed to confirm filter efficiency and no filter efficiency issues were identified for the inspection period.

CHLORINATION

The chlorine disinfection accounts for at least 1 log removal/inactivation of viruses. To ensure this log removal/inactivation is consistently achieved, operators calculate CT values

based on actual operating conditions when free chlorine residual values drop below 0.7 mg/L in the treated water, as confirmed in the logbook.

UV DISINFECTION

The Municipal Drinking Water Licence requires UV disinfection equipment be operated to as to ensure a minimum pass through UV dose of 40mJ/cm². As per the Ultraviolet Disinfection Technical Bulletin, dated July 2010, the Ministry has adopted the following:

- Testing frequency must be five minutes or less and recording of test data cannot exceed 4 hours;
- All off specification alarms need to be recorded at a minimum of 5 minute intervals;
- If the UV system does not correct itself within 2 consecutive alarms (10 minute period) the event is considered an adverse condition.

To ensure the UV disinfection system operates as per the requirements, off specification events are recorded and any events that last longer than 5 minutes result in an alarm and the plant will shut down. Further, a Ministry Approvals Branch engineer has reviewed the validation papers for the unit and confirmed that an intensity of 65W/m² is greater than the required minimum of 40mJ/cm², when flow is less than 6.3L/sec.

Question ID	MRDW1026001	Question Type	Legislative
Question: If primary disinfection equipment that does not use chlorination or chloramination is provided, is the equipment equipped with alarms or shut-off mechanisms that satisfy the standards described in Section 1-6 (1) of Schedule 1 of Ontario Regulation 170/03?			
Legislative Requirement	SDWA O. Reg. 170/03 1-6 (1);		
Observation The primary disinfection equipment was equipped with alarms or shut-off mechanisms that satisfied the standards described in Section 1-6 (1) of Schedule 1 of O. Reg. 170/03. There are two UV units available for use at the plant. If the duty unit fails, there is an automatic switch over to the standby unit. Should both units fail, there is a lowlift pump lockout and alarm. The operator would have to attend the site to acknowledge the alarm and to restart the plant production.			

Question ID	MRDW1030000	Question Type	Legislative
Question: Is primary disinfection chlorine monitoring being conducted at a location approved by MDWL and/or DWWP issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved?			
Legislative Requirement		SDWA O. Reg. 170/03 7-2 (1); SDWA O. Reg. 170/03 7-2 (2);	

Observation
Primary disinfection chlorine monitoring was conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved.

Question ID	MRDW1032001	Question Type	Legislative
Question:			
If the drinking water system obtains water from a surface water source and provides filtration, is continuous monitoring of each filter effluent line being performed for turbidity?			
Legislative Requirement	SDWA O. Reg. 170/03 7-3 (2);		
Observation			
Continuous monitoring of each filter effluent line was being performed for turbidity.			

Question ID	MRDW1039000	Question Type	Legislative
Question: If primary disinfection equipment that does not use chlorination or chloramination is provided, has the owner and operating authority ensured that the equipment has a recording device that continuously records the performance of the disinfection equipment?			
Legislative Requirement	SDWA O. Reg. 170/03 1-6 (3);		
Observation The owner and operating authority ensured that the primary disinfection equipment had a recording device that continuously recorded the performance of the disinfection equipment. A UV disinfection system comprises part of the primary disinfection at this plant. There are 2 units in place and are configured to alarm upon failure and the standby unit automatically start up. The UV system is continuously monitored by the SCADA system with any off-specification incidents manually documented.			

Question ID	MRDW1109001	Question Type	Legislative
Question:			
If the system uses equipment for primary disinfection other than chlorination or chloramination and the equipment has malfunctioned, lost power or ceased to provide the appropriate level of disinfection, causing an alarm or an automatic shut-off, did a qualified person respond in a timely manner and take appropriate actions?			

Legislative Requirement	SDWA O. Reg. 170/03 1-6 (1);
Observation	
<p>When failure(s) of primary disinfection equipment, other than that used for chlorination or chloramination, caused an alarm to sound or an automatic shut-off to occur, a certified operator responded in a timely manner and took appropriate actions.</p> <p>A UV disinfection system comprises part of the primary disinfection at this plant. There are 2 units in place and are configured to alarm upon failure and the standby unit automatically start up. If both units fail, there is a lowlift pump lockout and alarm. The valves shutting off flow to the clearwell will close within 12 seconds of the UV unit shutting down, and this is regularly tested/confirmed by operator.</p> <p>Following a UV failure alarm, an operator must attend the site to re-start the plant.</p>	

Question ID	MRDW1042001	Question Type	Legislative
Question: If UV disinfection is used were duty sensors and reference UV sensors checked and calibrated as per the requirements of Schedule E of the MDWL or at a frequency as otherwise recommended by the UV equipment manufacturer?			
Legislative Requirement	SDWA 31 (1);		
Observation All UV sensors were checked and calibrated as required. The UV sensors are checked monthly against a reference UV sensor (Radiometer). This scheduled verification is included in the electronic maintenance management system and work orders are issued monthly. The reference Radiometer is sent for verification as per the manufacturer's specifications. Further, the duty sensors and the back up sensors are switched out every six months, with the removed sensors sent for verification against a Master Reference assembly. New sensors are purchased as necessary. The reference Radiometer was shipped to Germany for verification in March 2022, as per normal practice. The device is usually verified and returned within six weeks to two months. However, due to shipping delays and other circumstances beyond the control of the manufacturer, the reference Radiometer was not returned for over six months (September 21, 2022). Once received, the UV sensors were immediately verified and within the specified range. Although the UV sensors were not calibrated monthly, as required, according to the operating authority, neither sensor exceeded the operational hours recommended by the manufacturer for verification. Even though the circumstances surrounding the delay in receiving the reference Radiometer back from the manufacturer were beyond the control of all involved, the owner			

and their operating authority should explore options to prevent a similar situation from occurring again in the future. This issue will be reviewed again during the next inspection.

Question ID	MRDW1084001	Question Type	Legislative
Question: Are all inorganic water quality monitoring requirements prescribed by legislation conducted within the required frequency?			
Legislative Requirement	SDWA O. Reg. 170/03 13-2;		
Observation All inorganic water quality monitoring requirements prescribed by legislation were conducted within the required frequency. The requirement is to sample and analyze for the inorganic parameters specified in Schedule 23 O. Reg. 170/03 every 60 months. Sampling for these parameters was completed on January 13, 2020. All results were within the limits defined by the Ontario Drinking Water Quality Standards (ODWQS). Sampling for the inorganic parameters must be completed again in January, 2025.			

Question ID	MRDW1088000	Question Type	Legislative
Question: Are all nitrate/nitrite water quality monitoring requirements prescribed by legislation conducted within the required frequency for the DWS?			
Legislative Requirement	SDWA O. Reg. 170/03 13-7;		
Observation All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency for the DWS. The requirement is to sample and test for nitrate and nitrite in the treated water every three months. Sampling for these parameters was completed as required and all results were well below the limits identified by the ODWQS.			

Question ID	MRDW1089000	Question Type	Legislative
Question: Are all sodium water quality monitoring requirements prescribed by legislation conducted within the required frequency?			

Legislative Requirement	SDWA O. Reg. 170/03 13-8;
Observation	
<p>All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.</p> <p>The requirement is for one sample to be collected every 60 months and tested for sodium. Sampling for this parameter was last completed on January 10, 2022 and the result was 6.15 mg/L.</p>	

Question ID	MRDW1090000	Question Type	Legislative
Question:			
Where fluoridation is not practiced, are all fluoride water quality monitoring requirements prescribed by legislation conducted within the required frequency?			
Legislative Requirement	SDWA O. Reg. 170/03 13-9;		
Observation			
All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.			
The requirement is for one sample to be collected every 60 months and tested for fluoride. Sampling for this parameter was last completed on January 10, 2022 and the result was 0.06 mg/L.			

Question ID	MRDW1085001	Question Type	Legislative
Question:			
Are all organic water quality monitoring requirements prescribed by legislation conducted within the required frequency?			
Legislative Requirement	SDWA O. Reg. 170/03 13-4 (1); SDWA O. Reg. 170/03 13-4 (2); SDWA O. Reg. 170/03 13-4 (3);		
Observation			
All organic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.			
The requirement is to sample and analyze for the organic parameters specified in Schedule 24 of O. Reg. 170/03 every 60 months. Sampling for these parameters was completed on January 13, 2020. All results were within the limits defined by the Ontario Drinking Water Quality Standards (ODWQS). Sampling for the organic parameters must be completed again in January, 2025.			

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December 7, 2022

Dear Mr. Williamson,

I am writing on behalf of the Manitoulin Fine Arts Association to request your support for the 27th Annual Manitoulin Art Tour, July 14, 15 and 16, 2023.

The Manitoulin Art Tour showcases the wide variety of art available in our local area and gives the public an opportunity to explore Manitoulin. Local and off-island visitors spend a weekend soaking in the beauty of the island as they travel between studios, galleries, and shops.

Your financial support would assist us in advertising, signage, and promotional materials for the art tour. Sponsors would receive recognition and thanks on our print brochure, online on our website, www.manitoulinart.com, and our Facebook pages. Municipalities may also support us by offering free rental of a municipal facility for participating artists.

The Manitoulin Fine Arts Association is a provincially registered non-profit organization (#1566382) and a receipt will be provided, deductible against business income, for your contribution. Please find attached a sponsorship form for your convenience.

Thank you for supporting the arts on Manitoulin and thank you for your consideration.

Yours truly,

Ingrid Splettstoesser
Manitoulin Art Tour 2023 – Volunteer Coordinator, Fund raising
sweethollowsinfo@gmail.com
705-229-4916

Workorder Summary Report

Report Start Date: Nov 1, 2022 12:00 AM
 Report End Date: Nov 30, 2022 11:59 PM
 Location: 6279*
 Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM
 Work Order Class:

WorkOrder			PM Schedule		Workorder Details				Worklog Detail				
WO #	Asset ID	Asset Description	Location Description	Type	Class	FRQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
3084471	0000228229	PANEL ALARM/ DIALER 01 PLANT SHEGUNDAH WTP	6279, Shegunadah WTP, Process Control & Monitoring	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 6279	COMP	11/1/22 12:00 AM	11/1/7/22 12:53 PM	11/1/7/22 12:53 PM	Critical Alarm/Dialer Testing (1m) 6279
				Critical Alarm/Dialer Testing (1m) 6279 tested h1/o c12 presw cw turbidity									
3084496			6279, Shegunadah WTP, Process, Disinfection	PM	Calibration	1	MONTHS	UV Sensor Verification (1m/2y) 6279	COMP	11/1/22 12:00 AM	11/1/7/22 12:55 PM	11/1/7/22 12:55 PM	UV Sensor Verification (1m/2y) 6279
				UV Sensor Verification (1m/2y) 6279 verified uv reactors within +/- 5%									
3084750			6279, Shegunadah WTP	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 6279	COMP	11/1/22 12:00 AM	11/1/7/22 12:57 PM	11/1/7/22 12:57 PM	Health And Safety Inspection (1m) 6279
				Health And Safety Inspection (1m) 6279 no issues									
3084846			6279, Shegunadah WTP	PM	Calibration	1	MONTHS	Analyzer Chlorine Inspection/ Service (1m) 6279	COMP	11/1/22 12:00 AM	11/1/7/22 12:59 PM	11/1/7/22 12:59 PM	Analyzer Chlorine Inspection/ Service (1m) 6279
				Analyzer Chlorine Inspection/ Service (1m) 6279 cleaned and calibrated all c12 analyzers									
3084961			6279, Shegunadah WTP	PM	Calibration	1	MONTHS	Analyzer Turbidity Inspection/ Service (1m) 6279	COMP	11/1/22 12:00 AM	11/1/7/22 01:00 PM	11/1/7/22 01:00 PM	Analyzer Turbidity Inspection/ Service (1m) 6279
				Analyzer Turbidity Inspection/ Service (1m) 6279 cleaned and calibrated all turbidity analyzers									
3085933			6279, Shegunadah WTP	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 6279	COMP	11/1/22 12:00 AM	11/1/7/22 01:02 PM	11/1/7/22 01:02 PM	TPM Inspection/Maintenance (1m) 6279
				TPM Inspection/Maintenance (1m) 6279 performed qpm insp/maint all ok									

Workorder Summary Report

Report Start Date: Nov 1, 2022 12:00 AM
 Report End Date: Nov 30, 2022 11:59 PM
 Location: 6279*
 Work Order Type: ADMIN, CALL, CAP, CORR, EMER, OPER, PM
 Work Order Class:

WorkOrder			PM Schedule		Workorder Details				Worklog Detail				
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
3085942	0000228185	GENERATOR DIESEL, SHEGUNIANDAH WTP	6279, Shegunadah WTP , Facility, Power Generation, Power Generators Permanent	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 6279	COMP	11/1/22 12:00 AM	11/17/22 01:03 PM	11/17/22 01:03 PM	Diesel Generator Inspection/ Functional Test (1m) 6279
3106009	0000321280	PANEL, Chemical Feed SHEGUNIANDAH WTP	Shegunadah Water Treatment Plant	EMER	Refurbish/ Replace/Repair	0		Shegunadah Water Treatment Plant SCADA PC repair	COMP		11/9/22 03:12 PM	11/9/22 03:12 PM	Shegunadah Water Treatment Plant SCADA PC repair -Shegunadah Water Treatment Plant SCADA PC repair
3107711	0000321280	PANEL, Chemical Feed SHEGUNIANDAH WTP	Shegunadah Water Treatment Plant	CALL	Refurbish/ Replace/Repair	0		Shegunadah Water Treatment Plant assist oro	COMP		11/19/22 08:00 AM	11/19/22 09:30 AM	Shegunadah Water Treatment Plant assist oro with getting both uv units operating to make water
3107832		6279, Shegunadah WTP , Facility, Power Distribution, Plant General		CALL	Refurbish/ Replace/Repair	0		6279 Sheg WTP UV fail cleaning cycle	COMP		11/19/22 06:00 AM	11/19/22 10:15 AM	6279 Sheg WTP UV fail cleaning cycle -6279 Sheg WTP UV fail cleaning cycle. On site and the well level down to 2.60m the low well was the alarm and #2 UV fault in clean cycle. Power down and go through the control panel and reset it. After the war up cycle it failed again. I had to reset both UV by powering it down. After a couple of hours the UV started up and plant was on. All ok

Workorder Summary Report

Report Start Date: Nov 1, 2022 12:00 AM
 Report End Date: Nov 30, 2022 11:59 PM
 Location: 5823*
 Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Work Order Description	Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units		Status	Schedule Start	Actual Start	Actual Finish	
3084427	0000228125	PANEL ALARM/ DIALER 01 WATER MAIN PS Monitoring	5823, Little Current WWTL, Process, Process Control & Monitoring	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5823	COMP	11/1/22 12:00 AM	11/17/22 01:12 PM	11/17/22 01:12 PM	Critical Alarm/Dialer Testing (1m) 5823 Critical Alarm/Dialer Testing (1m) 5823 tested hi level alarms ok
3084616			5823, Little Current WWTL	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 5823	COMP	11/1/22 12:00 AM	11/17/22 01:13 PM	11/17/22 01:13 PM	Health And Safety Inspection (1m) 5823 Health And Safety Inspection (1m) 5823 no issues
3085429			5823, Little Current WWTL	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5823	COMP	11/1/22 12:00 AM	11/17/22 01:14 PM	11/17/22 01:14 PM	TPM Inspection/Maintenance (1m) 5823 TPM Inspection/Maintenance (1m) 5823
3085454	0000228106	GENERATOR DIESEL CAMPBELL PS Generators Permanent	5823, Little Current WWTL, Facility, Power Generation, Power Generators Permanent	PM	Refurbish/ Replace/Repair	1	MONTHS	Campbell PS Diesel Generator Inspection/Functional Test (1m/1y) 5823	COMP	11/1/22 12:00 AM	11/17/22 01:16 PM	11/17/22 01:16 PM	Campbell PS Diesel Generator Inspection/Functional Test (1m/1y) 5823 Campbell PS Diesel Generator Inspection/Functional Test (1m/1y) 5823 November 13 power fail failed to start due to fuel supply issues total power to repair
3085484	0000228155	GENERATOR DIESEL ROBINSON PS Generators Permanent	5823, Little Current WWTL, Facility, Power Generation, Power Generators Permanent	PM	Refurbish/ Replace/Repair	1	MONTHS	Robinson PS Diesel Generator Inspection/Functional Test (1m/1y) 5823	COMP	11/1/22 12:00 AM	11/17/22 01:17 PM	11/17/22 01:17 PM	Robinson PS Diesel Generator Inspection/Functional Test (1m/1y) 5823 Robinson PS Diesel Generator Inspection/Functional Test (1m/1y) 5823 November 13 power fail

Workorder Summary Report

Report Start Date: Nov 1, 2022 12:00 AM
Report End Date: Nov 30, 2022 11:59 PM
Location: 5823*
Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details				WorkLog Detail	
WO #	Asset ID	Asset Description	Location Description	Type	Class	FREQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
3085520	0000228136	GENERATOR DIESEL WATER ST PS Generators Permanent	5823, Little Current WWTL, Facility, Power Generation, Power	PM	Refurbish/ Replace/Repair	1	MONTHS	Water ST PS Diesel Generator Inspection/Functional Test (1m/1y) 5823	COMP	11/1/22 12:00 AM	11/17/22 01:21 PM	11/17/22 01:21 PM	Water ST PS Diesel Generator Inspection/Functional Test (1m/1y) 5823
3085590	0000228118	GENERATOR DIESEL WATER MAIN PS Generators Permanent	5823, Little Current WWTL, Facility, Power Generation, Power	PM	Refurbish/ Replace/Repair	1	MONTHS	Water Main PS Diesel Generator Inspection/Functional Test (1m/1y) 5823	COMP	11/1/22 12:00 AM	11/17/22 01:22 PM	11/17/22 01:22 PM	Water Main PS Diesel Generator Inspection/Functional Test (1m/1y) 5823
													Water Main PS Diesel Generator Inspection/Functional Test (1m/1y) 5823 November 13 power outage

Workorder Summary Report

Report Start Date: Nov 1, 2022 12:00 AM
 Report End Date: Nov 30, 2022 11:59 PM
 Location: 6278*
 Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM
 Work Order Class:

WorkOrder				PM Schedule		Workorder Details				WorkLog Detail		
WO #	Asset ID	Asset Description	Location Description	Type	Class	REQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish
3084467		6278, Little Current WTP		PM	Inspection	1	MONTHS	Critical Alarm/Diater Testing (1m) 6278	BUSCOMP	11/1/22 12:00 AM	11/17/22 12:33 PM	11/17/22 12:33 PM
3084739		6278, Little Current WTP		PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 6278	COMP	11/1/22 12:00 AM	11/17/22 12:34 PM	11/17/22 12:34 PM
3084837		6278, Little Current WTP		PM	Calibration	1	MONTHS	Analyzer Chlorine Inspection/Service (1m) 6278	COMP	11/1/22 12:00 AM	11/17/22 12:36 PM	11/17/22 12:36 PM
3084909		6278, Little Current WTP		PM	Calibration	1	MONTHS	Analyzer Turbidity Inspection/Service (1m) 6278	BUSCOMP	11/1/22 12:00 AM	11/17/22 12:37 PM	11/17/22 12:37 PM
3085912		6278, Little Current WTP		PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 6278	COMP	11/1/22 12:00 AM	11/17/22 12:40 PM	11/17/22 12:40 PM
3085917	0000228012	GENERATOR DIESEL, LITTLE CURRENT WTP Generator, Power Generators Permanent	6278, Little Current WTP	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/Functional Test (1m) 6278	COMP	11/1/22 12:00 AM	11/17/22 12:43 PM	11/17/22 12:43 PM
3087141		6278, Little Current WTP		OPER	Compliance	1	MONTHS	WISKI Review (1m) 6278	COMP	11/1/22 12:00 AM	11/8/22 01:36 PM	11/8/22 01:36 PM
-Not executed by staff												

Workorder Summary Report

Report Start Date: Nov 1, 2022 12:00 AM
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 Location: 6278*
 Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM
 Work Order Class:

WorkOrder				PM Schedule		Workorder Details				WorkLog Detail			
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
3087146	0000259056	VEHICLE CHEV SILVERADO AR-14884 JEFF TUBERK	6278, Little Current WTP	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5823	COMP	11/1/22 12:00 AM	11/8/22 01:36 PM	11/8/22 01:36 PM	-Not executed by staff
3090364			6278, Little Current WTP, Facility	PM	Inspection	1	MONTHS	Vehicle Chev Silverado AJ81018 Inspection (1m)	BUSCOMP	11/1/22 12:00 AM	11/8/22 02:36 PM	11/8/22 02:36 PM	Vehicle Chev Silverado AJ81018 Inspection (1m)
3105481			Little Current Water Treatment Plant	CALL	Refurbish/ Replace/Repair	0		Little Current Water Treatment Plant low cw	COMP		11/3/22 06:30 AM	11/3/22 07:30 AM	Little Current Water Treatment Plant low cw
3105490			Little Current Water Treatment Plant	CALL	Refurbish/ Replace/Repair	0		Little Current Water Treatment Plant new water main	BUSCOMP		11/1/22 03:30 AM	11/1/22 07:30 AM	Little Current Water Treatment Plant new water main
3106629			Little Current Water Treatment Plant	CALL	Refurbish/ Replace/Repair	0		Little Current Water Treatment Plant power fail	BUSCOMP		11/13/22 06:00 PM	11/13/22 10:00 PM	Little Current Water Treatment Plant power fail
3107272			Little Current Water Treatment Plant	CALL	Refurbish/ Replace/Repair	0		Little Current Water Treatment Plant low c12 alarm	COMP		11/18/22 06:30 AM	11/18/22 08:00 AM	Little Current Water Treatment Plant low c12 alarm
													Little Current Water Treatment Plant low c12 alarm
													Lead bypo pump head failed. Replace the head and restore residual. Lowest reading was 85 mg/L. Performed et calculation. CT achieved.

Workorder Summary Report

Report Start Date: Nov 1, 2022 12:00 AM
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Location: 6278*
Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details				WorkLog Detail	
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
3108235		6278, Little Current WTP		CALL	Refurbish/ Replace/Repair	0		6278 LC WTP power outage and alarms	COMP		11/23/22 12:15 AM	11/23/22 03:30 AM	6278 LC WTP power outage and alarms. On site and part of the town had no power including the low lifts section of town. Reset alarms and the VFD at the low lift station required a hard reset while the plant was starting up. All was ok just a couple of try's to run

Workorder Summary Report

Report Start Date: Nov 1, 2022 12:00 AM
 Report End Date: Nov 30, 2022 11:59 PM
 Location: 6278*
 Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM
 Work Order Class:

WorkOrder				PM Schedule		Workorder Details				WorkLog Detail			
WO #	Asset ID	Asset Description	Location Description	Type	Class	FRQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
3084467		6278, Little Current WTP		PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 6278	BUSCOMP	11/1/22 12:00 AM	11/17/22 12:33 PM	11/17/22 12:33 PM	Critical Alarm/Dialer Testing (1m) 6278
3084739		6278, Little Current WTP		PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 6278	COMP	11/1/22 12:00 AM	11/17/22 12:34 PM	11/17/22 12:34 PM	Critical Alarm/Dialer Testing (1m) 6278 - Critical Alarm/Dialer Testing (1m) 6278 tested b/i/o press. cw turbidity c12 Health And Safety Inspection (1m) 6278
3084837		6278, Little Current WTP		PM	Calibration	1	MONTHS	Analyzer Chlorine Inspection/ Service (1m) 6278	COMP	11/1/22 12:00 AM	11/17/22 12:36 PM	11/17/22 12:36 PM	Health And Safety Inspection (1m) 6278 - Health And Safety Inspection (1m) 6278 no issues Analyzer Chlorine Inspection/ Service (1m) 6278
3084909		6278, Little Current WTP		PM	Calibration	1	MONTHS	Analyzer Turbidity Inspection/ Service (1m) 6278	BUSCOMP	11/1/22 12:00 AM	11/17/22 12:37 PM	11/17/22 12:37 PM	Analyzer Chlorine Inspection/ Service (1m) 6278 - Analyzer Chlorine Inspection/ Service (1m) 6278 cleaned and calibrated all c12 analyzers Analyzer Turbidity Inspection/ Service (1m) 6278
3085912		6278, Little Current WTP		PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 6278	COMP	11/1/22 12:00 AM	11/17/22 12:40 PM	11/17/22 12:40 PM	Analyzer Turbidity Inspection/ Service (1m) 6278 - Analyzer Turbidity Inspection/ Service (1m) 6278 cleaned and calibrated all turbidimeters TPM Inspection/Maintenance (1m) 6278
3085917	0000228012	GENERATOR DIESEL LITTLE CURRENT WTP	6278, Little Current WTP, Facility, Power Generation, Power Generators Permanent	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 6278	COMP	11/1/22 12:00 AM	11/17/22 12:43 PM	11/17/22 12:43 PM	TPM Inspection/Maintenance (1m) 6278 - TPM Inspection/Maintenance (1m) 6278 performed gpm insp./maint. all ok Diesel Generator Inspection/ Functional Test (1m) 6278
3087141		6278, Little Current WTP		OPER	Compliance	1	MONTHS	WSKI Review (1m) 6278	COMP	11/1/22 12:00 AM	11/8/22 01:36 PM	11/8/22 01:36 PM	Diesel Generator Inspection/ Functional Test (1m) 6278 full load test November 13 power outage -Not executed by staff

Workorder Summary Report

Report Start Date: Nov 1, 2022 12:00 AM
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 Location: 6278*
 Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM
 Work Order Class:

WorkOrder			PM Schedule		Workorder Details				WorkLog Detail				
WO #	Asset ID	Asset Description	Location Description	Type	Class	FREQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
3087146			6278, Little Current WTP	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5823	COMP	11/1/22 12:00 AM	11/8/22 01:36 PM	11/8/22 01:36 PM	-Not executed by staff
3090364	0000259056	VEHICLE CHEV SILVERADO AR-14884 JEFF TUBERK	6278, Little Current WTP, Facility	PM	Inspection	1	MONTHS	Vehicle Chev Silverado AJ81018 Inspection (1m)	BUSCOMP	11/1/22 12:00 AM	11/8/22 02:36 PM	11/8/22 02:36 PM	Vehicle Chev Silverado AJ81018 Inspection (1m)
3105481			Little Current Water Treatment Plant	CALL	Refrurbish/ Replace/Repair	0		Little Current Water Treatment Plant low cw	COMP	11/3/22 06:30 AM	11/3/22 07:30 AM		Little Current Water Treatment Plant low cw
3105490			Little Current Water Treatment Plant	CALL	Refrurbish/ Replace/Repair	0		Little Current Water Treatment Plant new water main	BUSCOMP	11/1/22 03:30 AM	11/1/22 07:30 AM		Little Current Water Treatment Plant new water main
3106629			Little Current Water Treatment Plant	CALL	Refrurbish/ Replace/Repair	0		Little Current Water Treatment Plant power fail	BUSCOMP	11/13/22 06:00 PM	11/13/22 10:00 PM		Little Current Water Treatment Plant power fail
3107272			Little Current Water Treatment Plant	CALL	Refrurbish/ Replace/Repair	0		Little Current Water Treatment Plant low c12 alarm	COMP	11/18/22 06:30 AM	11/18/22 08:00 AM		Little Current Water Treatment Plant low c12 alarm
													Little Current Water Treatment Plant low c12 alarm
													Lead hypo pump head failed.
													Replace the head and restore residual
													Lowest reading was 85 mg/l
													Performed et calculation. CT achieved.

Little Current Water Treatment Plant low c12 alarm
 Lead hypo pump head failed.
 Replace the head and restore residual.
 Lowest reading was 85 mg/L.
 Performed ct calculation. CT achieved.

Workorder Summary Report

Report Start Date: Nov 1, 2022 12:00 AM
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Location: 6278*
Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM
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				WorkOrder		PM Schedule		Workorder Details				WorkLog Detail	
WO #	Asset ID	Asset Description	Location Description	Type	Class	FREQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
3108235		6278, Little Current WTP		CALL	Refurbish/ Repieces/Repair	0		6278 LC WTP power outage and alarms	COMP		11/23/22 12:15 AM	11/23/22 03:30 AM	6278 LC WTP power outage and alarms - 6278 LC WTP power outage and alarms. On site and part of the town had no power including the low lifts section of town. Reset alarms and the VFD at the low lift station required a hard reset while the plant was starting up. All was ok just a couple of try's to run

**Manitoulin Centennial Manor
Board of Management Meeting
Nov 24 2022
(unapproved)**

Present:

Pat MacDonald, Mary Jane Lenihan, Dawn Orr, Brenda Reid,
Don Cook, (Administrator); Sylvie Clarke, (DOC)
Keith Clement (Extendicare); by phone
Michael Erskine (Expositor)
Nancy Pereira, Seran Servasingam (Extendicare Finance guest) by phone
With regrets – Seran, other municipality board members
Meeting was in person in the board room at the Manor.

1.0 Call to order

1.1 Meeting called to order at 10:10 a.m. by Acting Chair, Pat MacDonald

2.0 Approval of Agenda

2.1 Motion put forward to approve the agenda
Moved Dawn Orr Seconded M J Lenihan carried

3.0 Approval of Minutes

3.1 Motion put forward to approve the minutes of July 21 and Sep 15 meeting, 2022
Moved Brenda Reid Seconded Dawn Orr carried

4.0 New Business - none

5. Business Arising from Minutes

5.1 Insurance renewal

Don waiting to hear back for a quote from some other companies.
Pat asking that the quote is for the same coverage.

5.2 Criminal Record Checks

Board member need to get Criminal Record Check for Vulnerable Persons and to sign a declaration in the mean time.
Don to send out link as checks are done on line.
Board has passed at previous meeting that board members will be reimbursed any cost associated with obtaining the Criminal Record Check.

6.0 Fundraising Update –

6.1 Courtyard project is but on hold to finish in the spring.
After supply chain issues we were finally able to purchases the paving stones for the pathways, so we now have them in stock at the Sudbury supplier's yard and will be able to finish the project the spring.
Snow Fencing is being fixed that day.

6.2 The quote for replacing the counter and cupboards in the serveries came in higher than expected, so we are still working on pricing and other quotes.

6.3 With out a fundraising person, we have taken this years Tree of Lights campaign on our selves and have the notices, flyers and ads out, with donations starting to come in. \$8,500 to date

Our project this year is to do some work on the resident entrance to the court yard, so the residents can have easier access to the new out door space and still be safe, along with add the pavilion.

Don to contact M.J. as she is volunteering to come in and help with writing receipts, mailing thank you and deposits.

7.0 Correspondence - None

8.0 Administrator's Report

8.1 Attached Report

Dawn to contact Dave re town to help find funding availabilities to replace generator.
January – CUPE negotiations

Motion to accept

Moved by M.J. Lenihan

Seconded by Dawn Orr

....carried

9.0 Extensicare Report

9.1 Financial Statements for Oct. 2022 Presented by Keith Clement

Keith first wanted to mention, There is Quality Indicators that are used to measure Resident care: Falls, Worsening Pressure Sores, Use of Restraints & Use of Antipsychotic medications. There are scores as guidelines to measure how we are doing MCM meets & exceeds all the Q.I.s

Motion to accept financial statements presented

Moved by Brenda Reid

Seconded by Dawn Orr

...carried

10.0 Meeting Date of Next Meeting: Dec 15, 2022 at 10:00 A.M. in the Manor board room

There is still on board member vacancy for a Member from the Public at large they are Appointed by Provence.

Next month add to the agenda form Board election for Chair and Vice Chair.

As well as possibility of Fundraising Position – Does not have to be a board Member

11.0 Adjournment

Motion to adjourn

Moved by M.J. Lenihan