# Regular Council Meeting Agenda
## July 21st 2021

https://us02web.zoom.us/j/88474231717?pwd=UjJ0QmtBQWxBenhvaG5ldHJlWDNpUT09

**1. CALL TO ORDER: Minutes of June 23rd 2021**
**2. DISCLOSURES OF PECUNIARY INTEREST: Statements for the Month of June**
**3. DELEGATIONS: Dave Lillie, Investments**
**4. STAFF AND COMMITTEE REPORTS:**
**5. ADOPT ADDENDUM:**

**A. 6. OLD BUSINESS:**
1. 2021 Budget, second draft
2. Correspondence to be included with Tax Bills
3. By-Law 2021-1002 being a by-law to adopt the budget for 2021
4. Adoption of the Community Safety and Well-Being Plan
5. General discussion of ideas for Community Investment Plan (CIP)

**B. 7. NEW BUSINESS:**
1. Proposal from Bishop Water for the clean out of one or both Lagoons
2. Zoning By-Law Amendment Applicant R. Spina, file Num. ZBA-01-089
3. Res from City of St Catharines, re better treatment and research into Lyme Disease
4. Landfill job descriptions and recommendations from Landfill committee

**C. 8. INFORMATION:**
1. Info re changes to Provincial Offences Office procedures
2. Police Services Report for Johnson Township
3. Severance consent granted to J2021-08, McHale

**D. 9. MEETINGS/WORKSHOPS:**

**10. NOTICE OF MOTION:**

**11. CLOSED SESSION:**

**12. ADJOURNMENT:**

**The Corporation of the Township of Johnson**

**DECLARATION OF PECUNIARY INTEREST – Municipal Conflict of Interest Act**

I, Council member (print) _____, declare a potential (deemed/direct/indirect) pecuniary interest on Council Agenda (check) ____ Committee Agenda (check) ____

Dated _____ Agenda Item Number _____

Agenda description of item _____ for the following reason:

_____

_____

_____

_____

_____ _____

Signature of member of council or committee print name

**NOTE: To be recorded in a registry along with the associated Minutes and available upon request for public inspection**

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**Definition of interests:**

**Indirect pecuniary interest**

**2** For the purposes of this Act, a member has an indirect pecuniary interest in any matter in which the council or local board, as the case may be, is concerned, if,

(a) the member or his or her nominee,

(i) is a shareholder in, or a director or senior officer of, a corporation that does not offer its securities to the public,

(ii) has a controlling interest in or is a director or senior officer of, a corporation that offers its securities to the public, or

(iii) is a member of a body,

that has a pecuniary interest in the matter; or

(b) the member is a partner of a person or is in the employment of a person or body that has a pecuniary interest in the matter. R.S.O. 1990, c. M.50, s. 2.

**Interest of certain persons deemed that of member**

**3** For the purposes of this Act, the pecuniary interest, direct or indirect, of a parent or the spouse or any child of the member shall, if known to the member, be deemed to be also the pecuniary interest of the member. R.S.O. 1990, c. M.50, s. 3; 1999, c. 6, s. 41 (2); 2005, c. 5, s. 45 (3).

Corp. of the Township of Johnson
Departmental Income Statement 01/01/2021 to 06/30/2021
TOTAL INCOME & EXPENSE

| | 2020 Budget | Dec 31 2020 | 2020 Variance | 2021 Budget | Jun 30 2021 | 2021 Variance |
|---|---|---|---|---|---|---|
| REVENUE | | | | | | |
| **Tax Revenue** | | | | | | |
| Tax Levy - Municipal | 1,419,158.00 | 1,416,065.24 | 3,092.76 | 0.00 | 832,804.54 | -832,804.54 |
| Tax Levy - English Public | 115,241.00 | 166,892.80 | -51,651.80 | 0.00 | 0.00 | 0.00 |
| Tax Levy - French Public | 1,600.00 | 1,508.09 | 91.91 | 0.00 | 0.00 | 0.00 |
| Tax Levy - English Separate | 57,937.00 | 16,945.14 | 40,991.86 | 0.00 | 0.00 | 0.00 |
| Tax Levy - French Separate | 8,456.00 | 3,017.16 | 5,438.84 | 0.00 | 0.00 | 0.00 |
| Taxes - Tax Certificates | 750.00 | 1,110.00 | -360.00 | 0.00 | 380.00 | -380.00 |
| Taxes - Penalty & Interest | 22,500.00 | 23,325.53 | -825.53 | 0.00 | -94.89 | 94.89 |
| **Total Tax Levy** | 1,625,642.00 | 1,628,863.96 | -3,221.96 | 0.00 | 833,089.65 | -833,089.65 |
| | | | | | | |
| **Grants** | | | | | | |
| Grants - Federal | 38,310.00 | 0.00 | 38,310.00 | 0.00 | 0.00 | 0.00 |
| Grants - Provincial | 582,005.00 | 836,855.05 | -254,850.05 | 864,271.91 | 389,412.61 | 474,859.30 |
| Grants - Gas Tax | 45,565.02 | 132,601.60 | -87,036.58 | 47,636.16 | 47,636.16 | 0.00 |
| Transfer To Reserves | 0.00 | 0.00 | 0.00 | 266,000.00 | 0.00 | 266,000.00 |
| **Total Grants** | 665,880.02 | 969,456.65 | -303,576.63 | 1,177,908.07 | 437,048.77 | 740,859.30 |
| | | | | | | |
| **Utility Environmental Revenue** | | | | | | |
| Utilities - Water Charges | 126,000.00 | 114,330.93 | 11,669.07 | 108,360.00 | 55,892.83 | 52,467.17 |
| Utilities - Water Capital Charges | 15,300.00 | 16,200.00 | -900.00 | 16,200.00 | 13,700.00 | 2,500.00 |
| Utilities - Water Other | 1,500.00 | 462.80 | 1,037.20 | 0.00 | 0.00 | 0.00 |
| Utilities - Sewer Charges | 34,000.00 | 31,993.34 | 2,006.66 | 32,400.00 | 16,145.00 | 16,255.00 |
| Utilities - Sewer Capital Charges | 5,400.00 | 4,900.00 | 500.00 | 4,900.00 | 0.00 | 4,900.00 |
| Utilities - Sewer Other | 3,700.00 | 0.00 | 3,700.00 | 0.00 | 0.00 | 0.00 |
| Utilities - Transfer Reserves | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **Utility Environmental Total** | 185,900.00 | 167,887.07 | 18,012.93 | 161,860.00 | 85,737.83 | 76,122.17 |
| | | | | | | |
| **Arena Revenue** | | | | | | |
| Arena - Ice Rental | 56,000.00 | 20,026.60 | 35,973.40 | 2,500.00 | 0.00 | 2,500.00 |
| Arena - Public Skating | 1,200.00 | 913.00 | 287.00 | 2,000.00 | 0.00 | 2,000.00 |
| Arena - Hall Rental | 0.00 | 1,239.72 | -1,239.72 | 2,000.00 | 56.50 | 1,943.50 |
| **Arena Subtotal** | 57,200.00 | 22,179.32 | 35,020.68 | 6,500.00 | 56.50 | 6,443.50 |
| | | | | | | |
| **Recreation Revenue** | | | | | | |
| Recreation - Adult Hockey | 14,000.00 | 8,460.00 | 5,540.00 | 10,000.00 | 0.00 | 10,000.00 |
| Recreation - Misc Programs | 53,000.00 | 9,026.54 | 43,973.46 | 10,000.00 | 150.00 | 9,850.00 |
| Recreation - Gordon Lake Hall | 1,050.00 | 415.95 | 634.05 | 500.00 | 0.00 | 500.00 |
| **Recreation Subtotal** | 68,050.00 | 17,902.49 | 50,147.51 | 20,500.00 | 150.00 | 20,350.00 |
| | | | | | | |
| **Other Revenue** | | | | | | |
| Fire Emergency Calls | 5,000.00 | 6,547.50 | -1,547.50 | 5,000.00 | 14,398.60 | -9,398.60 |
| Fire Permits | 1,500.00 | 1,270.00 | 230.00 | 0.00 | 0.00 | 0.00 |

## TOTAL INCOME & EXPENSE

| | 2020 Budget | Dec 31 2020 | 2020 Variance | 2021 Budget | Jun 30 2021 | 2021 Variance |
|---|---|---|---|---|---|---|
| Building Permits | 12,000.00 | 12,879.40 | -879.40 | 12,000.00 | 4,894.00 | 7,106.00 |
| Joint Waste other Municipalities | 15,000.00 | 19,523.69 | -4,523.69 | 22,000.00 | 21,118.05 | 881.95 |
| Cemetery Revenue | 600.00 | 713.00 | -113.00 | 700.00 | 500.00 | 200.00 |
| Kitchen Rentals | 3,300.00 | 2,712.40 | 587.60 | 3,000.00 | 1,550.00 | 1,450.00 |
| Planning/Zoning Fees | 5,000.00 | 5,559.22 | -559.22 | 2,500.00 | 0.00 | 2,500.00 |
| Miscellaneous Revenue | 9,662.00 | 27,010.05 | -17,348.05 | 18,095.37 | 9,257.85 | 8,837.52 |
| Donations | 0.00 | 500.00 | -500.00 | 100.00 | 100.00 | 0.00 |
| Equipment Project Expense - Offset | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **Total Other Revenue** | 52,062.00 | 76,715.26 | -24,653.26 | 63,395.37 | 51,818.50 | 11,576.87 |
| | | | | | | |
| **TOTAL REVENUE** | **2,654,734.02** | **2,883,004.75** | **-228,270.73** | **1,430,163.44** | **1,407,901.25** | **22,262.19** |
| | | | | | | |
| **EXPENSE** | | | | | | |
| | | | | | | |
| **Payroll Expense** | | | | | | |
| **Total Payroll** | 771,073.00 | 800,931.63 | -29,858.63 | 741,571.12 | 342,966.37 | 398,604.75 |
| | | | | | | |
| **School Board Expense** | | | | | | |
| Tax Expense - English Public | 115,241.00 | 166,892.80 | -51,651.80 | 0.00 | 81,209.00 | -81,209.00 |
| Tax Expense - French Public | 1,600.00 | 1,508.09 | 91.91 | 0.00 | 523.91 | -523.91 |
| Tax Expense - English Seperate | 57,937.00 | 16,945.14 | 40,991.86 | 0.00 | 7,481.88 | -7,481.88 |
| Tax Expense - French Seperate | 8,456.00 | 3,017.16 | 5,438.84 | 0.00 | 1,090.54 | -1,090.54 |
| **Total School Board Expense** | 183,234.00 | 188,363.19 | -5,129.19 | 0.00 | 90,305.33 | -90,305.33 |
| | | | | | | |
| **Expenses** | | | | | | |
| Accounting & Legal | 65,000.00 | 47,789.56 | 17,210.44 | 30,000.00 | 24,601.28 | 5,398.72 |
| Advertising | 1,300.00 | 3,568.05 | -2,268.05 | 1,800.00 | 180.86 | 1,619.14 |
| Elections | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 0.00 |
| Banking \ Late Fees | 3,350.00 | 28,213.22 | -24,863.22 | 3,400.00 | 2,628.63 | 771.37 |
| Business Fees & Licenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Training \ Conferences | 22,500.00 | 24,941.19 | -2,441.19 | 5,900.00 | 781.65 | 5,118.35 |
| Cash Short/Over | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Courier & Postage | 0.00 | 0.00 | 0.00 | 3,000.00 | 1,413.50 | 1,586.50 |
| Memberships & Subscriptions | 7,629.00 | 6,533.53 | 1,095.47 | 7,100.00 | 3,460.09 | 0.00 |
| Travel & Meals | 11,250.00 | 1,437.87 | 9,812.13 | 1,700.00 | 0.00 | 1,700.00 |
| Currency Exchange & Rounding | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Tax Adjustments | 0.00 | 10,510.01 | -10,510.01 | 0.00 | 0.00 | 0.00 |
| Insurance | 76,146.00 | 78,605.34 | -2,459.34 | 89,348.65 | 89,348.65 | 0.00 |
| Office Supplies | 19,950.00 | 12,243.59 | 7,706.41 | 10,700.00 | 3,005.92 | 7,694.08 |
| Computer Supplies\Services | 0.00 | 0.00 | 0.00 | 11,200.00 | 6,132.54 | 5,067.46 |
| Property Taxes | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Utilities Expense | 116,600.00 | 63,198.70 | 53,401.30 | 88,100.00 | 42,936.82 | 0.00 |
| Telephone\Internet | 18,725.00 | 11,074.63 | 7,650.37 | 15,600.00 | 9,125.80 | 6,474.20 |
| Miscellaneous Expenses | 53,100.00 | 61,656.76 | -8,556.76 | 15,500.00 | 1,787.10 | 13,712.90 |
| Equipment Costs - Projects | 0.00 | 0.00 | 0.00 | 0.00 | 8,282.50 | -8,282.50 |

## TOTAL INCOME & EXPENSE

| | 2020 Budget | Dec 31 2020 | 2020 Variance | 2021 Budget | Jun 30 2021 | 2021 Variance |
|---|---|---|---|---|---|---|
| Small Equipment | 7,700.00 | 2,026.08 | 5,673.92 | 5,800.00 | 0.00 | 5,800.00 |
| Equipment Rental | 0.00 | 39,742.86 | -39,742.86 | 40,600.00 | 7,525.45 | 33,074.55 |
| Equipment Repairs & Maintenance | 217,230.00 | 94,110.75 | 123,119.25 | 130,000.00 | 33,116.46 | 96,883.54 |
| Consumables | 0.00 | 3,656.00 | -3,656.00 | 32,700.00 | 808.67 | 31,891.33 |
| Building Maintenance | 55,210.00 | 12,576.57 | 42,633.43 | 29,000.00 | 7,846.39 | 0.00 |
| Loan Interest | 116,004.29 | 101,935.27 | 14,069.02 | 111,000.00 | 4,885.77 | 106,114.23 |
| Vehicle Fuel/Gas | 35,000.00 | 28,826.61 | 6,173.39 | 36,000.00 | 17,967.27 | 0.00 |
| Equipment Depreciation | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Building Depreciation | 0.00 | 291,466.66 | -291,466.66 | 0.00 | 0.00 | 0.00 |
| Roads Depreciation | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Utilities Environment Depreciation | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Materials | 309,500.00 | 190,998.65 | 118,501.35 | 252,206.39 | 107,764.29 | 0.00 |
| Roads Paved | 0.00 | 0.00 | 0.00 | 119,280.00 | 0.00 | 0.00 |
| Roads Upaved | 0.00 | 0.00 | 0.00 | 0.00 | 23,331.75 | -23,331.75 |
| Bridges & Culverts | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Joint Landfill | 55,000.00 | 86,123.71 | -31,123.71 | 81,000.00 | 11,627.38 | 69,372.62 |
| Rail Maintenance \ Flashers | 20,000.00 | 21,934.98 | -1,934.98 | 21,312.00 | 8,350.05 | 12,961.95 |
| Funded Projects | 37,682.73 | 0.00 | 37,682.73 | 372,729.17 | 0.00 | 372,729.17 |
| Policing Services | 161,000.00 | 148,295.00 | 12,705.00 | 152,393.00 | 75,885.23 | 76,507.77 |
| 911 | 500.00 | 0.00 | 500.00 | 1,650.00 | 38.80 | 1,611.20 |
| EMO Emergency Management | 1,000.00 | 754.57 | 245.43 | 1,200.00 | 600.00 | 600.00 |
| Algoma Public Health | 28,546.00 | 25,670.46 | 2,875.54 | 27,467.00 | 0.00 | 27,467.00 |
| Hospital Services | 8,000.00 | 6,500.00 | 1,500.00 | 8,000.00 | 1,152.00 | 6,848.00 |
| Library Services | 2,405.00 | 2,450.00 | -45.00 | 2,405.00 | 0.00 | 2,405.00 |
| Algoma District Services Board | 330,939.00 | 330,939.00 | 0.00 | 336,443.00 | 168,221.48 | 0.00 |
| Contracts | 26,265.00 | 169,326.21 | -143,061.21 | 145,800.00 | 71,768.49 | 74,031.51 |
| Chief Bldg Officer Contract | 19,500.00 | 15,134.00 | 4,366.00 | 15,000.00 | 7,590.46 | 7,409.54 |
| Planning | 30,000.00 | 0.00 | 30,000.00 | 29,000.00 | 4,359.97 | 24,640.03 |
| MPAC Contract | 0.00 | 43,670.92 | -43,670.92 | 21,674.78 | 10,836.69 | 10,838.09 |
| By-Law Enforcement Officer Contract | 5,600.00 | 0.00 | 5,600.00 | 3,400.00 | 1,386.38 | 2,013.62 |
| Animal Control Officer Contract | 3,500.00 | 3,281.00 | 219.00 | 3,200.00 | 2,195.62 | 1,004.38 |
| Safety Equip/Clothing | 7,600.00 | 6,007.95 | 1,592.05 | 8,000.00 | 2,138.03 | 5,861.97 |
| Donations | 0.00 | 2,014.65 | -2,014.65 | 2,000.00 | 942.66 | 1,057.34 |
| Transfer To Reserves | 66,695.00 | 94,089.00 | -27,394.00 | 1,100.00 | 0.00 | 1,100.00 |
| **Total Expenses** | **1,940,927.02** | **2,071,303.35** | **-130,376.33** | **2,273,708.99** | **764,024.63** | **989,751.31** |
| | | | | | | |
| **TOTAL EXPENSE** | **2,895,234.02** | **3,060,598.18** | **-165,364.16** | **3,015,280.11** | **1,197,296.33** | **1,298,050.73** |
| | | | | | | |
| **NET INCOME** | **-240,500.00** | **-177,593.43** | **-62,906.57** | **-1,585,116.67** | **210,604.92** | **-1,275,788.54** |

JOHNSON

*Minutes of the Regular Meeting*
*June 23rd 2021*
**ELECTRONIC BUDGET MEETING**

The following minutes are comprised of resolutions and the Clerk's interpretation of the meeting. The meeting was called to order at 5:30 PM.

Present: B. Mersereau, G. Grant, J. Kern, D. MacFarlane, R. McKinnon
Staff: G. Martin, H. Tener, F. Labelle

Declaration of Pecuniary Interest was filed by Councillor Dalton MacFarlane with regard to item A.2 and 11.1 Closed portion.

Clerk and Treasurer reviewed the draft budget line by line with Council and addressed any questions.

As the budget currently stands it is to be approved at the regular July meeting. The Tax Rate for 2021 will show a small increase. Staff have planned and are doing an exceptional amount of work this year in Administration and in the Roads Department and to assist in keeping any tax increase to a minimum, staff have greatly reduced previously accepted costs and have found considerable cost saving measures.

Administration has initiated a No Overtime policy along with doing many projects in house that historically have been tendered out, resulting in a savings of approximately 40-50 thousand dollars.

The savings and efficiencies for the Roads Dept is significantly higher. Road work this year is almost exclusively being done in house with no tenders being issued.

The Roads budget will be adjusted slightly from the draft amounts showing for Materials to accommodate the increase to the crushed gravel being applied to the roads.

Councillor MacFarlane declared a conflict of interest on agenda items A.2 and Closed agenda item 11.1.

Council went to closed.

Res: 78-2021 R. McKinnon, G. Grant
WHEREAS THE MUNICIPAL ACT S. O. 2001 CH.25. AS AMENDED. SECTION 239 (2) PERMITS CLOSED MEETINGS. THEREFORE BE IT RESOLVED THAT COUNCIL PROCEEDS IN CLOSED SESSION AT 6:26 PM IN ORDER TO ADDRESS A MATTER PERTAINING TO:
__X___ a proposed or pending acquisition or disposition of land by the municipality or local board; (cd)

Res: 79-2021 J. Kern, R. McKinnon
Be it resolved that Council comes out of Closed at 7:09PM. (cd)

General discussion regarding the benefits of a Community Improvement Plan balanced with the benefits and costs to the Tax Payer.

Res: 80-2021 G. Grant, J. Kern
Be it resolved that Council authorizes staff to prepare a Term Sheet with ideas for a Community Improvement Plan (CIP). (cd)

Res: 81-2021 G. Grant, J. Kern
Be it resolved that Council authorizes staff to tender for a Planner to provide a cost and timeline for the development of a CIP. (cd)

Res: 82-2021 R. McKinnon, G. Grant
Be it resolved that Council moves to develop a Community Improvement Plan as a first priority in order to proceed with development of the Municipal property on Margaret Street and properties throughout the Township. (cd)

Res: 83-2021 R. McKinnon, J. Kern
Be it resolved that Council passes By-Law 2021-1001being a confirming by-law to adopt, ratify and confirm the actions of Council. (cd)

Res: 84-2021 G. Grant, R. McKinnon
Be it resolved that Council adjourns at 7:13PM until the next scheduled meeting of Council on July 21st or at the call of the Mayor. (cd)

Deputy Mayor _____ Clerk _____
R. McKinnon G. Martin

Date: _____

Agenda Item H1
Date: 1-21-21

| Corp. of the Township of Johnson | | | | | |
|---|---|---|---|---|---|
| 2021 | BUDGET #2 DRAFT | | | | |
| | | | | | |
| | | | | | |
| Account Number | Account Description | 2020 ACTUAL | 2021 Budget | | |
| 4005 | Tax Levy - Municipal | | | | |
| | General Government | 1,416,065.24 | 0.00 | | |
| 4010 | Tax Levy - English Public | | | | |
| | General Government | 166,397.01 | 0.00 | | |
| 4015 | Tax Levy - French Public | | | | |
| | General Government | 701.36 | 0.00 | | |
| 4020 | Tax Levy - English Separate | | | | |
| | General Government | 15,096.41 | 0.00 | | |
| 4022 | Tax Levy - French Separate | | | | |
| | General Government | 1,803.68 | 0.00 | | |
| 4025 | Taxes - Tax Certificates | | | | |
| | General Government | 1,110.00 | 0.00 | | |
| 4035 | Taxes - Penalty & Interest | | | | |
| | General Government | 27,690.26 | 0.00 | | |
| 4040 | Taxes - PIL | | | | |
| | General Government | | 0.00 | | |
| 4105 | Grants - Federal | | | | |
| 4110 | Grants - Provincial | | | | |
| | General Government | 812,374.51 | 864,271.91 | | |
| | Other Departments | 4,932.00 | | | |
| 4115 | Grants - Gas Tax | | | | |
| | General Government | 45,565.02 | 47,636.16 | | |
| 4220 | Utilities - Water Charges | | | | |
| | Environmental | 114,330.93 | 108,360.00 | | |
| 4225 | Utilities - Water Capital Charges | | | | |
| | Environmental | 16,200.00 | 16,200.00 | | |
| 4230 | Utilities - Water Interest and Misc | | | | |
| | General Government | 462.80 | 0.00 | | |
| 4250 | Utilities - Sewer Charges | | | | |
| | Environmental | 31,993.34 | 32,400.00 | | |
| 4255 | Utilities - Sewer Capital Charges | | | | |
| | Environmental | 4,900.00 | 4,900.00 | | |
| 4260 | Utilities - Sewer Other | | | | |
| 4320 | Arena - Ice Rental | | | | |
| | Arena | 215.00 | 2,500.00 | | |
| 4325 | Arena - Public Skating | | | | |
| | Arena | 913.00 | 2,000.00 | | |
| 4330 | Arena - Hall Rental | | | | |
| | Arena | 1,024.72 | 2,000.00 | | |
| 4335 | Arena - Misc Programs | | | | |
| | Arena | 9,026.54 | 10,000.00 | | |
| 4360 | Recreation - Adult Hockey | | | | |

| | | | | | |
|---|---|---|---|---|---|
| | Recreation | 28,486.60 | 10,000.00 | | |
| 4365 | **Recreation - Misc Programs** | | | | |
| | Recreation | | 10,000.00 | | |
| 4370 | **Recreation - Annual Events** | | | | |
| | Recreation | | 4,000.00 | | |
| 4375 | **Recreation - Gordon Lake Hall** | | | | |
| | Recreation | 415.95 | 500.00 | | |
| 4405 | **Interest Revenue** | | | | |
| 4410 | **Fire Emergency Calls** | | | | |
| | Fire Department | 6,547.50 | 5,000.00 | | |
| 4415 | **Fire Permits** | | | | |
| | Fire Department | 1,270.00 | 0.00 | | |
| 4420 | **Building Permits** | | | | |
| | General Government | 12,879.40 | 12,000.00 | | |
| 4425 | **Joint Waste other Municipalities** | | | | |
| | Environmental | -1,594.36 | 22,000.00 | | |
| 4430 | **Cemetery Revenue** | | | | |
| | General Government | 713.00 | 700.00 | | |
| 4440 | **Farmers Market & Pavilion** | | | | |
| | General Government | 1,751.50 | 1,751.50 | | |
| 4445 | **Kitchen Rentals** | | | | |
| | General Government | 2,712.40 | 3,000.00 | | |
| 4450 | **Planning/Zoning Fees** | | | | |
| | General Government | 5,559.23 | 2,500.00 | | |
| 4455 | **Miscellaneous Revenue** | | | | |
| | Administration | | 343.75 | | |
| | General Government | 2,597.30 | 2,000.00 | | |
| | Other Departments | 2,566.99 | 0.00 | | |
| 4460 | **Donations** | | | | |
| | Administration | 500.00 | 100.00 | | |
| 4480 | **Other Rev. Transfer From Reserve** | | | | |
| | Water & Sewer Reserves | | 70,000.00 | | |
| | Reserve - Hamlet Dev | | 34,000.00 | | |
| | Reserve - PW Roads Gas Tax | | 72,000.00 | | |
| | General Reserves - 2020 Bal | | 90,000.00 | | |
| | **TOTAL REVENUE** | **2,735,207.33** | **1,430,163.32** | | |
| | | | | | |
| | | | | | |
| **Expenses** | | | **BUDGET 2021** | | |
| | | | | | |
| 5100 | **Wages & Salaries** | | | | |
| | Administration | 328,287.47 | 256,232.44 | | |
| | Arena | 22,063.49 | 39,000.00 | | |
| | Environmental | 1,246.01 | 0.00 | | |
| | Fire Department | 17,445.90 | 19,000.00 | | |
| | General Government | 33,304.29 | 32,891.12 | | |
| | Public Works | 157,161.21 | 204,974.10 | | |

| | | | | | |
|---|---|---|---|---|---|
| | Recreation | 31,702.11 | 30,000.00 | | |
| | Other Departments | 4,154.21 | 0.00 | | |
| | TOTAL ALL DEPARTMENTS | | | 582,097.66 | |
| 5130 | **CPP Expense** | | | | |
| | Administration | 11,363.22 | 10,392.66 | | |
| | Arena | 814.26 | 1,500.00 | | |
| | Environmental | 61.09 | 0.00 | | |
| | Fire Department | 12.98 | 15.00 | | |
| | General Government | 44.30 | 1,792.57 | | |
| | Public Works | 7,450.21 | 9,944.44 | | |
| | Recreation | 1,275.58 | 1,400.00 | | |
| | Other Departments | 204.19 | 0.00 | | |
| | TOTAL ALL DEPARTMENTS | | | 26,065.17 | |
| 5135 | **EI Expense** | | | | |
| | Administration | 5,094.70 | 4,328.81 | | |
| | Arena | 460.04 | 700.00 | | |
| | Environmental | 28.27 | 0.00 | | |
| | Fire Department | 6.12 | 300.00 | | |
| | General Government | 20.32 | 716.80 | | |
| | Public Works | 3,266.17 | 4,243.60 | | |
| | Recreation | 767.89 | 800.00 | | |
| | Other Departments | 93.95 | 0.00 | | |
| | TOTAL ALL DEPARTMENTS | | | 11,209.49 | |
| 5220 | **Employer Health Tax** | | | | |
| | Administration | 5,608.29 | 4,996.54 | | |
| | Arena | 427.78 | 800.00 | | |
| | Environmental | 34.18 | 0.00 | | |
| | Fire Department | 225.97 | 400.00 | | |
| | General Government | 649.59 | 0.00 | | |
| | Public Works | 3,052.03 | 3,300.00 | | |
| | Recreation | 665.17 | 700.00 | | |
| | Other Departments | 71.12 | 0.00 | | |
| | TOTAL ALL DEPARTMENTS | | | 10,167.04 | |
| 5225 | **Benefits** | | | | |
| | Administration | 25,545.40 | 15,343.44 | | |
| | Public Works | 12,272.47 | 21,319.92 | | |
| | Recreation | | 1,500.00 | 38,163.36 | |
| | TOTAL ALL DEPARTMENTS | | | | |
| 5230 | **WSIB** | | | | |
| | Administration | 7,691.84 | 7,686.98 | | |
| | Arena | 599.24 | 1,400.00 | | |
| | Environmental | 36.67 | 0.00 | | |
| | Fire Department | 646.92 | 700.00 | | |
| | General Government | 989.01 | 986.73 | | |
| | Public Works | 4,948.29 | 5,805.07 | | |
| | Recreation | 1,015.23 | 1,100.00 | | |
| | Other Departments | 107.62 | 0.00 | | |

| | | | | | |
|---|---|---|---|---|---|
| | TOTAL ALL DEPARTMENTS | | | 17,548.78 | |
| 5240 | **ER OMERS** | | | | |
| | Administration | 23,974.63 | 18,736.81 | | |
| | Arena | 1,556.70 | 3,500.00 | | |
| | Environmental | 0.00 | 0.00 | | |
| | Public Works | 12,893.87 | 16,382.71 | | |
| | Recreation | 2,480.70 | 2,700.00 | | |
| | Other Departments | 0.00 | 0.00 | | |
| | TOTAL ALL DEPARTMENTS | | | 41,319.52 | |
| 5505 | **Tax Expense - English Public** | | | | |
| | General Government | 166,892.80 | 0.00 | | |
| | Other Departments | | 0.00 | | |
| 5510 | **Tax Expense - French Public** | | | | |
| | General Government | 1,508.09 | 0.00 | | |
| 5515 | **Tax Expense - English Seperate** | | | | |
| | General Government | 16,945.14 | 0.00 | | |
| 5520 | **Tax Expense - French Seperate** | | | | |
| | General Government | 3,017.16 | 0.00 | | |
| 5610 | **Accounting & Legal** | | | | |
| | Administration | 47,802.16 | 30,000.00 | | |
| 5615 | **Advertising** | | | | |
| | Administration | 3,401.48 | 1,500.00 | | |
| | Recreation | 166.57 | 300.00 | | |
| 5617 | **Elections** | | | | |
| 5620 | **Banking \ Late Fees** | | | | |
| | Administration | 28,213.22 | 3,400.00 | | |
| 5627 | **Training \ Conferences** | | | | |
| | Administration | 24,288.39 | 1,000.00 | | |
| | Fire Department | 525.46 | 4,700.00 | | |
| | Public Works | 48.00 | 200.00 | | |
| | Other Departments | 1,817.40 | 0.00 | | |
| 5635 | **Courier & Postage** | | | | |
| | Administration | 243.00 | 3,000.00 | | |
| 5640 | **Memberships & Subscriptions** | | | | |
| | Administration | 3,051.43 | 4,000.00 | | |
| | Fire Department | 2,717.31 | 2,000.00 | | |
| | Public Works | 764.79 | 600.00 | | |
| | Recreation | | 500.00 | | |
| 5643 | **Travel & Meals** | | | | |
| | Administration mileage | | 1,200.00 | | |
| | Fire Department | | 500.00 | | |
| 5660 | **Insurance** | | | | |
| | Administration | 7,507.88 | 5,813.10 | | |
| | Arena | 21,771.00 | 27,673.31 | | |
| | Environmental | 11,422.84 | 12,077.36 | | |
| | Fire Department | 15,666.00 | 16,395.74 | | |
| | General Government | 5,706.00 | 9,271.24 | | |

| | | | | | |
|---|---|---|---|---|---|
| | Public Works | 13,967.62 | 14,424.18 | | |
| | Recreation | 2,564.00 | 3,693.72 | | |
| | | | | | |
| **5665** | **Office Supplies** | | | | |
| | Administration | 7,520.01 | 4,000.00 | | |
| | Arena | | 1,000.00 | | |
| | Environmental | 647.43 | 1,000.00 | | |
| | Fire Department | 175.67 | 1,000.00 | | |
| | General Government | 1,326.76 | 0.00 | | |
| | Public Works | 1,982.07 | 2,200.00 | | |
| | Recreation | 1,315.89 | 1,500.00 | | |
| **5666** | **Computer Supplies\Services** | | | | |
| | Administration | 5,775.40 | 10,000.00 | | |
| | Arena | 116.25 | 0.00 | | |
| | Fire Department | | 1,200.00 | | |
| | Recreation | 86.50 | 0.00 | | |
| | Other Departments | 43.26 | 0.00 | | |
| | General Government | 10,018.08 | 0.00 | | |
| **5675** | **Utilities Expense** | | | | |
| | Administration | 148.18 | 4,500.00 | | |
| | Arena | 46,809.47 | 50,000.00 | | |
| | Environmental | 9,556.44 | 11,000.00 | | |
| | Fire Department | 6,551.18 | 8,000.00 | | |
| | General Government | 5,028.67 | 5,100.00 | | |
| | Public Works | | 5,500.00 | | |
| | Recreation | 822.81 | 1,000.00 | | |
| | Other Departments | 1,887.39 | 3,000.00 | | |
| **5680** | **Telephone\Internet** | | | | |
| | Administration | 3,737.53 | 4,500.00 | | |
| | Arena | 2,509.50 | 3,000.00 | | |
| | Environmental | | 1,400.00 | | |
| | Fire Department | 2,789.39 | 3,500.00 | | |
| | Public Works | 1,578.06 | 1,700.00 | | |
| | Recreation | 1,038.46 | 1,500.00 | | |
| **5690** | **Miscellaneous Expenses** | | | | |
| | Administration | 2,904.62 | 1,500.00 | | |
| | Arena | 1,483.77 | 1,500.00 | | |
| | Environmental | 1,210.09 | 1,500.00 | | |
| | Fire Department | 5,130.02 | 1,500.00 | | |
| | Public Works | 6,856.93 | 7,000.00 | | |
| | Recreation | | 2,500.00 | | |
| **5703** | **Small Equipment** | | | | |
| | Arena | | 1,700.00 | | |
| | Public Works | 1,465.74 | 1,600.00 | | |
| | Fire Department | | 1,500.00 | | |
| | Recreation | | 1,000.00 | | |
| **5704** | **Equipment Rental** | | | | |

| | | | | | |
|---|---|---|---|---|---|
| | Public Works | 39,202.54 | 40,000.00 | | |
| | Other Departments Cemetery | 540.32 | 600.00 | | |
| 5705 | **Equipment Repairs & Maintenance** | | | | |
| | Arena | 2,748.10 | 22,000.00 | | |
| | Environmental | 62,906.61 | 37,000.00 | | |
| | Fire Department | 5,816.14 | 8,000.00 | | |
| | Public Works | 58,551.47 | 60,000.00 | | |
| | Recreation | | 3,000.00 | | |
| | Lagoons Rehab OCIF funds in reserves | | 201,101.78 | | |
| 5706 | **Consumables** | | | | |
| | Fire Department | | 1,000.00 | | |
| | Public Works | 3,656.00 | 3,700.00 | | |
| | Recreation | 8,888.02 | 28,000.00 | | |
| 5707 | **Building Maintenance** | | | | |
| | Admin covid/MDRA/ICIP fund in Res | 1,581.90 | 0.00 | | |
| | Arena | 5,372.24 | 10,000.00 | | |
| | Environmental | | 12,000.00 | | |
| | Fire Department | | 6,000.00 | | |
| | Public Works | -522.20 | 1,000.00 | | |
| 5710 | **Loan Principal & Interest** | | | | |
| | Fire Department | 36,333.00 | 35,000.00 | | |
| | Public Works | 77,530.89 | 76,000.00 | | |
| 5715 | **Vehicle Fuel/Gas** | | | | |
| | Fire Department | 447.47 | 1,000.00 | | |
| | Public Works | 28,379.14 | 35,000.00 | | |
| 5805 | **Materials** | | | | |
| | Administration | 16,524.88 | 1,000.00 | | |
| | Arena | 3,591.01 | 5,500.00 | | |
| | Fire Department | | 706.39 | | |
| | Public Works | 205,749.17 | 230,000.00 | | |
| Flood Recovery | Recreation dock 137,127.39/500.00) | 467.71 | 137,627.39 | | |
| | Other Departments Street Lights | 6,400.83 | 34,000.00 | | |
| | Environmental | | 15,000.00 | | |
| 5810 | **Roads Paved** | | | | |
| | Public Works | | 119,280.00 | | |
| 5825 | **Joint Landfill** | | | | |
| | Environmental | 86,123.71 | 81,000.00 | | |
| 5830 | **Rail Maintenance \ Flashers** | | | | |
| | Public Works | 21,934.98 | 21,312.00 | | |
| 5905 | **Policing Services** | | | | |
| | Protection and Health | 148,295.00 | 152,393.00 | | |
| 5910 | **911** | | | | |
| | Protection and Health | | 1,000.00 | | |
| | Fire Department - CACC | | 650.00 | | |
| 5915 | **EMO Emergency Management** | | | | |
| | Protection and Health | 754.57 | 1,200.00 | | |
| 5920 | **Algoma Public Health** | | | | |

| | | | | | |
|---|---|---|---|---|---|
| | Protection and Health | 25,670.00 | 27,467.00 | | |
| 5925 | **Hospital Services** | | | | |
| | Protection and Health | 6,500.00 | 8,000.00 | | |
| 5927 | **Library Services** | | | | |
| | General Government | 2,405.00 | 2,405.00 | | |
| 5930 | **Algoma District Services Board** | | | | |
| | Protection and Health | 330,939.00 | 336,443.00 | | |
| 5932 | **Contracts** | | | | |
| | Administration | 24,581.43 | 15,000.00 | | |
| | Arena | 11,575.88 | 10,000.00 | | |
| | General Government | | 3,200.00 | | |
| | Public Works | 600.00 | 34,600.00 | | |
| | Fire Departments MNR/Dispatch | | 5,000.00 | | |
| | Other Departments PUC | 87,478.83 | 93,000.00 | | |
| 5935 | **Chief Bldg Officer Contract** | | | | |
| | General Government | 15,134.33 | 15,000.00 | | |
| 5937 | **Planning** | | | | |
| | Administration | 8,507.53 | 9,000.00 | | |
| CIP plan | Other Departments Planning | | 20,000.00 | | |
| 5939 | **MPAC Contract** | | | | |
| | General Government | 21,835.46 | 21,674.78 | | |
| 5940 | **By-Law Enforcement Officer Contract** | | | | |
| | Protection and Health | 3,025.23 | 3,400.00 | | |
| 5945 | **Animal Control Officer Contract** | | | | |
| | Protection and Health | 3,281.00 | 3,200.00 | | |
| 5950 | **Safety Equip/Clothing** | | | | |
| | Fire Department | 6,007.95 | 7,000.00 | | |
| | Public Works | | 1,000.00 | | |
| 5955 | **Donations** | | | | |
| | Administration | 2,014.65 | 2,000.00 | | |
| 5980 | **Transfer To Reserves** | | | | |
| | Arena | 1,250.00 | 0.00 | | |
| | Environmental | 26,256.00 | 0.00 | | |
| | Fire Department | 25,000.00 | 0.00 | | |
| | General Government | 2,000.00 | 0.00 | | |
| | Protection and Health | 4,000.00 | 0.00 | | |
| | Recreation | 1,000.00 | 0.00 | | |
| Fixed Annual | Landfill Post Closure | | 1,100.00 | | |
| | Main Street Fundin | 25,539.92 | | | |
| | | | | | |
| | **TOTAL EXPENSES** | **2,698,219.72** | **3,014,298.73** | | |
| | **TOTAL REVENUE** | **2,735,207.33** | **1,430,163.32** | | |
| | **AMOUNT TO BE RAISED IN TAXES** | | **1,584,135.41** | | |
| **Generated On: 07/15/2021** | | | | | |
| NOTE: This budget represents an increase of approximately $171.00 per 100K of assessment | | | | | |
| considering the volume of work and number of projects this year, staff recommends this budget. | | | | | |

Agenda Item A 2

Date: 7-11-21

A thank you to everyone for your patient and understanding as the Township, Council and staff have dealt with many unexpected challenges.

In this past year with Senior staff out of the office and not returning and the uncertainty of life with COVID, it was difficult to maintain any sense of routine. The staff remaining worked tirelessly under stressful and uncertain conditions and they coped well. Last September we were finally able to get new Senior staff in place and with all township staff stepping up to meet the challenges they have done a remarkable job in getting the township back on track and moving forward even as we continue to be under COVID limitations.

This is your final tax bill for 2021, we have kept the increase in taxes to an absolute minimum considering the unexpected challenges facing the township in the past two years and the incredible amount of work we have committed to.

As you know the property assessment for the township has been frozen at 2019 levels, yet all costs have continued to increase and many costs have sky rocketed. Normal assessment growth would have allowed us to keep the tax rate at zero and contribute to reserves. The lack of annual assessment growth could have really impacted what we wanted to do.

Council challenged staff to look for efficiencies and to be creative in changing how we do things, to find any savings they could and to plan for growth, development and to raise the standard for maintenance of our assets. Council wanted to stay on track and do more, but we had to find a way make that happen.

Office:

- More work is done in house and not tendered out to consultants
- Eliminated the assessment reviewer position, Senior staff are addressing assessment concerns
- Eliminated over time
- Completed the 2018 audit and changed auditors at a substantial savings
- Completed the 2019 and 2020 audits
- Staff were able to reconcile and close numerous long outstanding files
- Addressed and closed dormant legal files
- All reporting and reconciliations have been cleared up and are current since the end of 2019
- Council asked for a Strategic Plan to be developed and it is now posted on the Municipal Website for residents to review and to participate in, **johnsontownship.ca** . This plan will hopefully be a guide for future councils to keep in mind what is needed, wanted and be a guide to succeed
- Fire permits are available on line and at no cost. We now issue more permits and greatly reduce the staff time required to do so
- The mandatory Site Plan Control that was in place was costly and discouraged development and was redundant when linked with a Zoning Amendment. We continue to have it as a tool and have a process in place to trigger the use of it on an as needed basis
- Staff are currently reviewing all Fees and Charges with the mandate to encourage not discourage growth and development
- Council wanted better reporting on finances, effective January 2021 staff have switched to a new accounting software and a new tax and utility program
- A simplified budget process has begun and linked directly with the accounting software
- Council is committed to development of the property on Margaret Street and have staff addressing each obstacle in the way of seeing that development succeed

- Staff are working quickly to develop a Community Improvement Plan, as part of an Official Plan Amendment to promote growth and development through-out the entire township. With the Community Improvement Plan in place certain incentives may be used to encourage development and encourage growth in our township
- The lagoons are at capacity and are limiting development potential in the Hamlet. They are long overdue to be rehabilitated, we expect to start that process shortly and will have a plan in place to better maintain them going forward
- The Dock at the Hwy suffered under the exceptional high water and this summer we will be rehabilitating it with new pilings, increased elevations and landscaping
- Council had a detailed Facility Condition Assessment of Municipal Buildings completed, and staff will now develop on going annual budget plans for maintenance of our assets and look for funding to address any issues identified. Maintenance of our assets is a critical responsibility of every council.

Roads:

Road maintenance and road conditions rank as the number one concern of most taxpayers. Council is committed to having an aggressive Roads Work Plan every year moving forward. With 55 miles of road a corresponding 110 miles of ditching and brushing and hundreds of culverts plus bridges and all of it needing immediate attention, Council had to consider all options.

Committed to both short- and long-term plans, staff were asked to provide guidance on how to move forward and to begin to put in place what was needed to provide better care and maintenance to our road system. Using Roads Equipment Reserves set aside to purchase equipment, Council purchased the rubber tired Gradall for ditching and brushing, eliminating the costly process of tendering for everything we want to do. The cost per meter to ditch and brush is a fraction of what it would cost if tendered. The rubber tired Gradall allows ease of work on hard surfaced roads and zero float charges and eliminates tendering, while better utilizing staff. The 2021 Roads Work Plan is posted the Municipal Website, **johnsontownship.ca**

- All road work in 2021 is being done in house, no tenders issued, check out the Roads Plan
- Anticipating substantial price increases, Roads purchased a culvert inventory at 2019 prices
- Equipment routine maintenance and servicing is exclusively done in house for significant savings
- Staff have shopped for and stockpiled materials and aggregates at greatly reduced costs
- A regular maintenance program has begun for the Water Plant
- Water and Sewer services are being reviewed to plan and commit to a better maintenance and servicing program
- Street lights and exterior lights are being switched over to LED for further cost savings
- Council is working with other programs to address power usage and cost in all buildings
- Roads have rebuilt the access to the Lagoons and implemented a maintenance plan for the berms around the lagoons
- A Road Inventory and assessment is being worked on and will provide the mandatory Asset Management requirements and will assist in developing budgets and Work Plans annually
- Yearly work plans will be posted in early spring of each year identifying planned work areas

Although it has been a very unusual and trying time, Council is proud of how well Johnson Township has weathered the recent challenges. We are focused and moving forward and we welcome your insights and comments.

Mayor Mersereau
Deputy Mayor McKinnon – Councillor Grant – Councillor MacFarlane – Councillor Kern

Township of JOHNSON

Agenda Item 13
Date: 7-21-21

***The Corporation of***
***THE TOWNSHIP of JOHNSON***

***By-Law 2021-1002***

BEING A BY-LAW to provide for the adoption of the budgeted estimates, tax rates and to further provide for penalty and interests in default of payment thereof for the year 2021.

WHEREAS Section 290 (1) of the Municipal Act 2001, c. 25 as amended provides that the Council of a local municipality shall after the adoption of estimates for the year, pass a by-law to levy a separate tax rate on the assessment in each property class;

AND WHEREAS Section 307 and 308 of the said Act require tax rates to be established in the same proportion to tax ratios;

AND WHEREAS the year 2021 levy for all purposes has been set at $ *****for the Municipal levy, plus Payments in Lieu by the Provincial government;

AND WHEREAS certain education rates are provided in various regulations and the Education Levy will be $ ******* subject to changes in assessment throughout the year.

NOW THEREFORE the Council of The Corporation of the Township of Johnson hereby enacts as follows;

1. That the tax rates for 2021 for municipal and education purposes be hereby set as:

| Class | Municipal Rate | Education Rate | Total Rate | Assessment |
|---|---|---|---|---|
| Residential | | | | 88,277,116.00 |
| Commercial Occupied | | | | 1,915,200.00 |
| Commercial Vacant/Excess | | | | 116,700.00 |
| Industrial Occupied | | | | 797,900.00 |
| Industrial Vacant | | | | 14,500.00 |
| Farmlands | | | | 11,104,284.00 |
| Managed Forest | | | | 655,300.00 |
| Pipeline | | | | 1,581,000.00 |
| Total Taxable Assessment | | | | 104,462,000.00 |

2. Those taxes shall be due and payable in two installments with 50% due on the 31st day of August 2020 and 50% due on the 30th day of October 2020.

3. Non-payment of the amount, as noted on the dates stated in accordance with this by-law constitutes default. On all taxes of the levy which are in default after the noted due dates shall be added a penalty of 1.25 percent per month, until December 31st, 2020.

4. On all taxes unpaid as of December 31st, 2020 interest shall be added at the rate of 1.25 percent per month, for each month or fraction thereof in which the arrears continue.

5. All taxes are due and payable to the Township of Tarbutt Office, 27 Barr Road South, R.R. # 1 Desbarats, POR 1E0.

6. Schedule "A" – 2020 Budget

Read and passed this 17th day of June 2020.

Seal

Agenda Item A/ 1

Date: 7-21-21

# CENTRAL ALGOMA

# COMMUNITY SAFETY & WELL-BEING PLAN

# 2021-2022

## THE MUNICIPALITIES OF:

## A PLAN FOR COLLABORATION AND ACTION

## LIVE * GROW * THRIVE

**CENTRAL ALGOMA COMMUNITY SAFETY AND WELL-BEING PLAN**

**LIVE * GROW * THRIVE**

**TABLE OF CONTENTS**

# Contents

# Acknowledgement

The municipalities of Central Algoma leading the Community Safety and Wellbeing (CSWB) plan efforts would like to extend their gratitude to community partners and residents that participated in CSWB surveys to help identify priorities for the community.

We are especially grateful to St. Joseph Township for their assistance with the online survey for resident engagement on the Survey Monkey platform and for downloading the results periodically to share with the Advisory Committee to select priorities for this plan.

This initial CSWB plan for Central Algoma was adapted, through consultation with residents and partners, from the sample CSWB Plan provided by the Ontario Ministry of the Solicitor General (2018).

# The Advisory Committee

As outlined in Section 145 of the Police Service Act, R.S.O. 1990, c. P.15,Part XI, as amended, the first step to conducting the CSWB plan was to identify a coordinator and appoint an Advisory Committee to serve as a guide in the development, and later implementation, of the CSWB plan. The Committee terms of reference are outlined in Appendix A. The Advisory Committee was intended to be reflective of multi-sectoral representation within Central Algoma.

The guidelines indicated that the Advisory committees should, at a minimum, consist of the following representation:

- an employee of the municipality or First Nations community;
- a person who represents the education sector;
- a person who represents the health/mental health sector;
- a person who represents the community/social services sector;
- a person who represents the children/youth services sector;
- a person who represents an entity that provides custodial services to children/youth;
- a person who represents the police service board or a Detachment Commander.

It is important to mention that the preceding representatives recruited to the Central Algoma CSWBP Advisory Committee should be reflective of the diverse make-up of Central Algoma and who have:

- Knowledge/information about the risks and vulnerable population in the community;
- Understanding of protective factors needed to address those risks;
- Experience with ensuring equity, inclusion and accessibility in their initiatives;

- understanding and experience working with individuals who are part of a vulnerable group in the community, and
- A proven track record advocating for the interests of vulnerable populations

The CSWB plan development was led by a coordinator, Donna Brunke, Town Clerk of Bruce Mines, who was responsible for coordinating the advisory committee and supporting the writing of the first CSWB plan.

An advisory committee, named the **Central Algoma Community Safety and Well-Being (CACSWB)** Advisory Committee was formed with representation from the following groups for the short-term:

- Algoma Public Health
- Child Care Algoma
- Ontario Provincial Police – Inspector and Staff Sergeant
- Clerks from the following municipalities:
  - Townships of Hilton, Jocelyn, Johnson, Plummer Additional, St. Joseph and Tarbutt
  - Village of Hilton Beach
  - Town of Bruce Mines

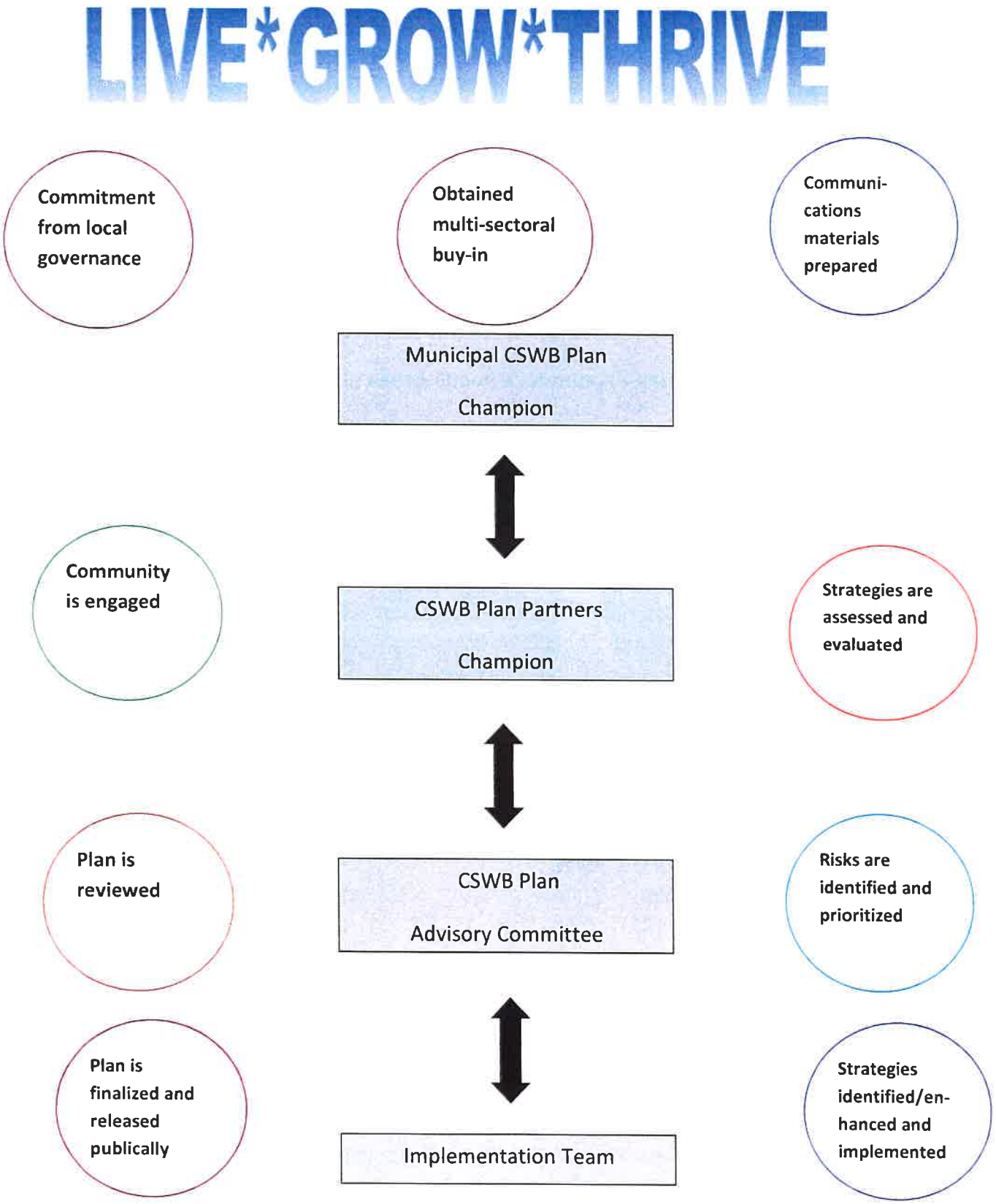
The intention of the Advisory Committee was to create an initial CSWB template that would act as a living document for further partnership and collaboration in identifying, addressing, and enhancing the health, safety, and wellbeing of residents in Central Algoma.

As a result of both Advisory Committee input and community engagement, "**A Plan for Collaboration and Action – Live* Grow* Thrive**" was developed.

## Governance Structure

As part of CSWB, a diagram was created to outline the governance structure for the CSWB planning process (Figure 1.0). The diagram highlights the different steps to CSWB planning that are described throughout this document. The steps outlined are flexible, and will adapt to fit the Central Algoma municipalities working on this plan as time evolves.

Figure 1.0: Governance Structure



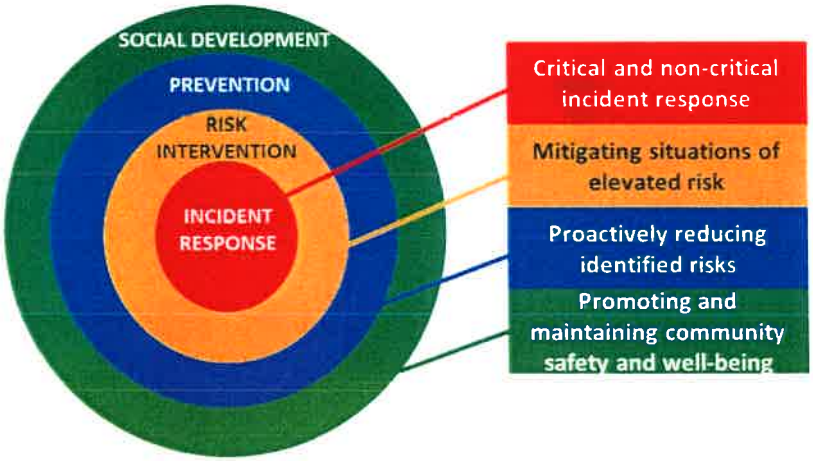
# Approach to Community Safety and Wellbeing Planning

The development of this plan is in accordance with the guidelines set out under Section 143 of the Police Services Act, R.S.O. 1990 as amended, where municipalities must prepare and adopt a CSWB plan.

The Provincial planning framework outlines four areas of focus to ensure local plans are as efficient and effective as possible in making communities safer and healthier (**Figure 2.0**). The four areas of focus include:

1. Social development
2. Prevention
3. Risk intervention, and
4. Incident response

## Figure 2.0: CSWB Planning Framework Focus Areas




**Social Development - Promoting and maintaining community safety and well-being**

- Planning for partners to work together to address and identify issues.
- Target the root causes of the issues.
- Identify services available.

**Prevention - Proactively reducing identified risks**

- Proactively implementing strategies to reduce local identified priority risk to CSWB before they result in harm.
- Develop and/or enhance strategies in the social development area to ensure that risks are mitigated before they become a priority that needs to be addressed through prevention.

**Risk Intervention - Mitigating situations of elevated risk**

- Identify and address situations where there is an elevated risk of harm.
- Intended to be immediate and prevent an incident.
- Collaboration and information sharing between all partners to mitigate the requirement of an immediate risk intervention.

**Incident Response - Critical and non-critical incident response**

- Requires immediate and reactionary responses, i.e. police, fire, EMS, CAS, etc.
- Planning should be done in this area to better collaborate and share relevant information to ensure the most appropriate service provider is responding.
- Initiatives in this area alone cannot be relied upon to increase community safety and well-being.

Planning should occur in all four areas; however, the majority of community resources should be spent on developing and/or enhancing social development, prevention and risk intervention strategies to reduce the number of individuals, families and communities that reach the point of requiring an incident response. Developing strategies that are **preventative** as opposed to reactive will ensure efficiency.

## Critical Success Factors in Community Safety and Well-Being

There are 7 critical success factors to consider within CSWB planning, as displayed in the Figure 3.0 below and further described.

### Figure 3.0: Critical Success Factors in CSWB Planning

**Strength-Based**

- Recognizing the work within individual agencies and organizations as well as collaboration with many community members and partners.

**Risk-Focused**

- Preventing something bad from happening vs trying to find a cure after the fact.
- Focus on risks, not incidents and target the most vulnerable.
- Focus on "why" something is happening vs "what" is happening.

**Awareness and Understanding**

- Partners need to know their role.
- Work collaboratively and promote awareness and understanding.
- Addressing the risks.

**Highest Level Commitment**

- Municipalities to lead the CACSWB planning process.
- Community-wide initiative.
- Requires dedication, input and commitment from all partners.

**Effective Partnerships**

- Only as effective as the partnerships and multi-sector collaboration of those developing and implementing the plan.
- Communication, cooperation, coordination and collaboration = convergence.

**Evidence and Evaluation**

- Gather information and evidence to identify local priority risks.
- Identify gaps and response.
- Measurable outcomes.

**Cultural Responses**

- Interact and respond effectively to the unique needs and strengths of the community.
  - Cultural Awareness – Acknowledging Differences.
  - Cultural Sensitivity – Respecting Differences.
  - Cultural Competency – Developing Skills and Knowledge.
  - Cultural Safety – Self-reflection, Empathy and Advocacy.

Municipalities and all partners should consider the critical success factors throughout the process of developing, implementing, reviewing, evaluating and updating the plan.

# Community Background and Engagement

The municipalities of the Townships of Hilton, Jocelyn, Johnson, Plummer Additional, St. Joseph and Tarbutt, Village of Hilton Beach and Town of Bruce Mines have a population of approximately 4,558 made up of the following demographics from the 2016 Census Profile.

## Central Algoma, 2016 Census Profile

| Community | Population | % over 65 | Single Parent | Official Language | Median Household Income |
|---|---|---|---|---|---|
| | | | | | |
| Town of Bruce Mines | 582 | 31.9 | 15 | 570 | $ 27,648.00 |
| Township of Hilton | 307 | 36.1 | 5 | 300 | $ 31,232.00 |
| Village of Hilton Beach | 171 | 29.4 | 10 | 160 | Not available |
| Township of Jocelyn | 313 | 37.1 | 5 | 305 | $ 34,091.00 |
| Township of Johnson | 751 | 20.7 | 20 | 720 | $ 24,000.00 |
| Township of Plummer Additional | 660 | 22.7 | 25 | 620 | $ 26,304.00 |
| Township of St. Joseph | 1240 | 31.5 | 20 | 1195 | $ 36,096.00 |
| Township of Tarbutt | 534 | 15.9 | 10 | 520 | $ 39,488.00 |

## Community Engagement & Priority Selection

To support the identification of local risks, two virtual meetings were held through Zoom. The first meeting took place on May 19th, 2021 with municipalities to outline the CSWB planning process and methods for community engagement. The second meeting took place on June 17th, 2021 with CACSWB Advisory Committee members to review community engagement survey results and select priorities, as well as provide recommendations for planning (i.e., activities, evaluations, and outcomes).

Due to the ongoing Covid-19 pandemic and capacity limitations, the municipalities of Central Algoma were unable to coordinate with numerous community partners at this time. For example, despite outreach to representation to education, social services, and custodial services to children/youth, no representation was available. It was recognized that in future CSWB planning, school, social service, community, and child welfare services should be included, along with Indigenous community partners.

## Community Survey

A survey was created and circulated virtually (online) and in print form for interested residents. Residents were asked to complete the 28 question survey that asked both closed and open-ended questions related to their quality of life, mental health, personal safety,

crime prevention, etc. The survey was shared between May 31/21 to June 18/21 across the seven partnering municipalities. Paper surveys were entered by municipal Clerks into the online platform to be included with all results. A total of 181 resident surveys were completed as of June 18/21.

### Snapshot of Few Survey Results

| Survey Information | | % Agree | | % Agree | | % Agree |
|---|---|---|---|---|---|---|
| Happiness & Life Satisfaction | Very Happy | 24.86 | Happy | 66.10 | Unhappy | 3.95 |
| Satisfied with life as a whole | Very satisfied | 34.09 | Satisfied | 59.09 | Dissatisfied | 4.55 |
| Mental Health | Very Good | 9.55 | Good | 29.38 | Fair | 13.56 |
| Physical Health | Very Good | 27.12 | Good | 44.07 | Fair | 22.03 |
| Stress | Low | 31.07 | Moderate | 41.24 | High | 16.95 |
| Current Work Life | Very satisfied | 14.69 | Satisfied | 27.12 | Dissatisfied | 8.47 |
| Access to Affordable Housing | Strongly Agree | 20.34 | Agree | 40.68 | Disagree | 18.08 |
| Belonging to your Community | Very Strong | 12.43 | Strong | 57.63 | Weak | 17.51 |
| Personal Safety | Very satisfied | 33.90 | Satisfied | 55.93 | Dissatisfied | 2.82 |

Survey results were reviewed on June 17th, 2021 by the CACSWB Advisory Committee, and two shared priorities between residents and partners that were identified as most feasible for **municipal-level action** were selected:

- Mental Health, including substance use, stress, and isolation.
- Crime Prevention, including a sense of belonging, safety (i.e., theft, surveillance), and traffic-related safety (i.e., speeding).

As a living document, the CACSWB Advisory Committee anticipates reviewing the survey results again in the fall and facilitating further partner engagement to identify added priorities and recommendations for action for the municipalities moving forward.

## Priority Risks and Plans to Address Risks

### Priority Risk #1: Mental Wellness and Substance Use/Addiction

Encompasses mental health, substance use, and social isolation, with the focus on the outcome of mental wellness.

**Objective:** To develop a community resource and an inventory of available programs and services that support mental wellness and those who use substances within Central Algoma and area.

**Vulnerabilities and Risk Factors:**

- Social isolation, highlighted throughout the Covid-19 pandemic.
- Substance use and dependence (drug and/or alcohol).
- Socioeconomic status and limited local resource awareness/access.
- Geographic isolation and dispersion from central service providers.
- Employment and income, as related to service accessibility and socioeconomic status as social determinants of health.

**Activities:**

- Compile an inventory of what services and supports are available to residents of Central Algoma of varying ages for mental wellness and mental health support or treatment.
- Compile an inventory of what services and supports are available to residents of Central Algoma of varying ages for substance use services and supports, including those for prevention, harm reduction, and treatment.
- Promote and increase awareness of available services, including accessibility, specific services provided, and contact information.
- Provide education and resources on mental wellness to reduce stigma around mental illness and substance use.
- Support the development of memorandums of understanding between police and health service providers to support continuity of care and support for those who are affected by mental illness and substance use.

**Immediate Outcomes:**

- Improved documentation and inventory system of available mental health services – both mental health promotion and treatment-based services. An online and print ***Central Algoma Mental Health and Addictions Services*** inventory with contact information for each available service.

**Intermediate Outcomes:**

- Increased promotion of mental health and wellness, as well as understanding of mental health and illness, to reduce stigma and increase community education/awareness of factors contributing to mental wellness. This can be through the creation of newsletters, social media posts, or website pages.
- Community demonstrates increased awareness of available services and supports for mental health and substance use.
- Increased awareness and access to mental health services among residents from Central Algoma.

**Long-Term Outcomes:**

- Increased uptake of available mental health and substance use services – community members receive support from the most appropriate service providers in the area.
- Increased community ratings of mental health and mental health services in the community on public surveys and through community consultations.

- Reduced hospitalization or emergency department visits for substance use-related issues.
- Increased awareness of available mental health and substance services and supports in Central Algoma and area.
- Increased community safety and wellbeing through increased mental health and wellness.
- Reduced critical outcomes from use of substances through enhanced awareness (and access) to prevention, harm reduction, or treatment services.

## Priority Risk #2: Community Safety and Crime Prevention

Encompasses all forms of crime, with a focus on traffic and road safety and injury prevention.

**Objective:** Collaborate with police and community services to (a) enhance communication with municipalities and residents about community safety programs and police services being provided, as well as (b) identify areas of concern to inform community-based strategies that enhance a sense of wellbeing and belonging.

**Vulnerabilities and Risk Factors:**

- Geographic location and highway presence.
- Older adult populations living alone or in isolation.
- Shared roadway users – vehicle, four wheelers, and active transportation.
- Unemployment or lack of opportunities for youth engagement.
- Substance use, poor mental health, or neglect.

**Activities:**

- Compile an inventory of statistics from OPP to identify which types of crimes or safety occurrences are happening in each municipality (i.e., incidence, frequency, geographic location, priority populations most vulnerable, etc.).
- Share local-level statistics of both crime and local level traffic safety and reports between police and municipalities to inform local communications and interventions.
- Compile a list of strategies to enhance community safety and local level services being implemented to address safety (i.e. best practices from OPP).
- Work with community health and social services to identify the determinants of crime and strategies for upstream crime prevention. Integrate best practices into the next CSWB plan revision and action plans.
- Facilitate community information sharing on road safety and other safety measures by police concerning the need to address speeding in motor vehicles.

**Immediate Outcomes**

- Promote crime prevention programs and best practices via newsletters, websites, and social media.
- Enhanced communication between police and municipalities concerning safety interventions and safety/crime data.
- Enhanced community education on strategies to prevent community crime and traffic safety issues.

**Intermediate and Long-Term Outcomes**

- Increase in residents' sense of safety and belonging.
- Increase in residents' understanding of the role of police and services provided.
- Reduced incidence of crime and traffic-related safety concerns. This outcome will come with further planning and intervention development in partnership with health, social, and police services.
- Reduced community concerns currently expressed by residents, such as theft, break and enters, property destruction, and robbery, as a result of collaboration with police and community services that address the determinants of crime.
- Increase in community-wide education and awareness on safety and belongingness.

# Conclusion

This preliminary plan was a first attempt by Central Algoma to identify key community priorities and preliminary strategies for addressing community concerns with safety and wellbeing.

This is a living document that will evolve as partners and residents of each municipality collaborate and work together to better understand the needs of our communities and evidence-informed strategies to address concerns with community safety and wellbeing.

Community engagement will continue to form an integral part of our CACSWB plan, so we can continue to "***LIVE*GROW*THRIVE***" together as communities and municipalities.

# Appendix A: Terms of Reference

**Central Algoma Community Safety and Well-Being Plan (CACSWBP)**

**Advisory Committee Terms of Reference**

## Purpose of the Central Algoma CSWBP Advisory Committee

The CACSWBP Advisory Committee is reflective of the communities of Town of Bruce Mines, Village of Hilton Beach, Township of Hilton, Township of Jocelyn, Township of Johnson, Township of Plummer Additional, Township of St. Joseph and Township of Tarbutt, which includes multi-sectoral representation. The CACSWBP Advisory Committee's role is to provide input, direction, and perspectives on matters that impact the safety and well-being of our residents.

## Central Algoma CSWBP Advisory Committee Composition

The guidelines indicated that the Advisory committees should, at a minimum, consist of the following representation:

- an employee of the municipality or First Nations community
- a person who represents the education sector
- a person who represents the health/mental health sector
- a person who represents the community/social services sector
- a person who represents the children/youth services sector
- a person who represents an entity that provides custodial services to children/youth
- a person who represents the police service board or a Detachment Commander.

It is important to mention that the preceding representatives recruited to the Central Algoma CSWBP Advisory Committee must be reflective of the diverse make-up of Central Algoma and who have:

- Knowledge/information about the risks and vulnerable population in the community;
- Understanding of protective factors needed to address those risks;
- Experience with ensuring equity, inclusion and accessibility in their initiatives;
- Understanding and experience working with individuals who are part of a vulnerable group in the community; and;
- A proven track record advocating for the interests of vulnerable populations.

## Responsibilities of the Central Algoma CSWBP Advisory Committee

The specific responsibilities of the Central Algoma CSWBP Advisory Committee include:

1. Determining the priorities of the plan, including references to risk factors, vulnerable populations, and protective factors.

2. Ensuring outcomes are established and responsibilities for measurement are in place and approving performance measures by which the plan will be evaluated.
3. Ensuring each section under the plan, for each priority risk, is achievable.
4. Ensuring the right agencies/organizations and participants are designated for each activity.
5. Maintaining the confidentiality, security, and integrity of all materials, (i.e. data) relevant to the development of the CACSWBP during and after their term on the committee.
6. Providing insight and direction in relation to the communication of CACSWBP material with community stakeholders, (i.e. general public).
7. Setting a future date of reviewing the plan's achievements in order to prepare the next Advisory Committee, who will be developing the next version of the CACSWB plan.

**Responsibilities of the Central Algoma CSWBP Advisory Committee Chairperson**

The Chairperson of the Central Algoma CSWBP Advisory Committee is the CACSWBP Lead. The CACSWBP Lead is responsible for the coordination/management of the CACSWBP, and all endeavours associated with and recommended by the Advisory Committee.

Other responsibilities include the following:

- Planning and coordinating advisory committee meetings.
- Leading and participating on the CACSWBP Advisory Committee.
- Planning community engagement sessions.
- Ensuring the CACSWBP Advisory Committee decisions are acted upon.
- Preparing documents for the CACSWBP Advisory Committee.
- Receiving and responding to requests for information about the plan.
- Ensuring the plan is made publicly available.

**Key Deliverables of the CACSWBP Advisory Committee**

The CACSWBP Advisory Committee will be:

- Developing a comprehensive and inclusive CSWBP, to be implemented and monitored.
- Developing and undertaking a broad community engagement strategy to build on the members' awareness of local risks, vulnerable groups and protective factors.
- Determining the priority risk(s) that the plan will focus on based on available data, evidence, community engagement feedback and capacity.
- Recommending approval of the CACSWBP by councils and then making the plan available to the public

**CACSWBP Advisory Committee Meeting Structure**

- The CACSWBP Advisory Committee will meet as required and called by the Chair.
- Correspondence and communication for and outside of regularly scheduled meetings regarding committee business will occur via email.
- Meeting minutes will be taken at each meeting and circulated to committee members accordingly.

# References


- Ministry of Community Safety and Correctional Services: Community Safety and Well-Being Planning Framework – A Shared Commitment in Ontario
- Statistics Canada 2016
- Algoma Public Health – Algoma Community Health Profile, September 2018
- Canadian Municipal Network on Crime Prevention

Agenda Item A5
Date: 7-21-21

## Proposed (CIP) Community Improvement Plan

The following are suggestions and ideas for possible inclusion in a CIP for the Township.
All incentives in the CIP would be application based. When this funding or incentive is applied for the application will lay out more details such as how often an applicant may apply, required supporting documents such as drawings or designs, funds paid out upon completion of project, terms if any... etc. The cost of the incentive will be shown as a cost in the budget for each year it is in effect and any lost revenue i.e. writing off building permits will also be shown as an expense in the budget.

## How does the Tax Increment Equivalent Grant work?

When there is an improvement to a property resulting in increased assessment an applicant may apply to the township to have the 'increase' in taxes phased in. Once, MPAC has established what the increase for the improvement is the increase in assessment is applied to the property and the owner must pay the full increased taxes. After it has been paid and the account is current, the Township will reimburse the owner the portion of taxes applied for in the TIEG at the agreed to % and term.
This method ensures the owner is fully aware of what his taxes will be at the end of the TIEG and it permits collection of any additional assessment that may occur annually. This also ensures the taxes are current to avoid the default clause of the agreement.

## Businesses, Commercial or Industrial including Multi-Residential within the Township boundaries:

- *A Grant* of 50% to a maximum of $1000.00 (Maximum available funds are 5000.00 annually)
    - Façade, landscaping, beautification. (Details further laid out in application)

- *A Tax Increment Equivalent Grant* for a specified period resulting from increased assessment as a result of expansion or improvement to business.
  The increase in assessment resulting from the improvement is paid by the property owner and then reimbursed from the Township. (Details further laid out in application)

  Example of dollar values for Commercial based on 2020 tax rate.
    - Based on Assessment Supplemental
    - Assessment of 50K to 100K, tax increase deferred for two year
        - 50k to 100k = 1541.00 – 3083.00
    - Assessment of 100K to 150K, tax increase deferred for three years
        - 100k – 150k = 3083.00 to 4624.00
    - Assessment of 150K or more, tax increase deferred for four years
        - 150k to 200k+ = 4624.00 to 6166.00

If a person built a commercial addition with a value of 150K and applied for a TIEG, they would pay the increased taxes and the Township would reimburse them the additional 4624.00 each year for the term of the TIEG. The owner would know what their taxes are going to be and will have paid them so the hit when the TIEG expires is less. The reimbursement, lumpsum cash can be used to grow and enhance the business during that time.

- *Development Incentive – Commercial / Industrial / Multi-Residential:*
    - Building permit fee refunded for improvements resulting in increased assessment of 30k or more. To be refunded upon completion of inspections and receipt of assessment Supplemental

- *Accessibility*
    - A Grant of 50% up to a maximum of 1000.00 for the enhancement of accessibility to a maximum of 5000.00 annually
- *Planning*
    - Township may provide Zoning changes on Municipal owned property to permit development when and where applicable on a case by case basis
    - Township may provide Municipal property for development at no cost on a case by case basis

## Residential Improvements within the Hamlet

- *A Grant* of up to 100% to a maximum of 500.00 (Maximum available funds are 5000.00 annually)
    - Landscaping, flowerbeds, walkways (Details further laid out in application)

- A *Tax Increment Equivalent Grant* for a specified period resulting from increased assessment as a result of improvements to the Residence.
  The increase in assessment resulting from the improvement is paid by the property owner and then reimbursed from the Township. (Details further laid out in application)

- *Development Incentive - Residential:*
    - Building permit fee refunded for improvements resulting in increased assessment of 30k or more. To be paid out upon completion of inspections and receipt of assessment Supplemental

## Property Improvements within the boundaries of the Township

- A *Tax Increment Equivalent Grant* for a specified period resulting from increased assessment as a result of improvements to the Residence.
  The increase in assessment resulting from the improvement is paid by the property owner and then reimbursed from the Township. (Details further laid out in application)

- *Development Incentive*:
    - Building permit fee refunded for improvements resulting in increased assessment of 30k or more. To be paid out upon completion of inspections and receipt of assessment Supplemental

Agenda Item B1
Date: 7-21-21

BISHOPWATER
220 Carswell St Renfrew ON K7V 2G4 Phone: (343)361-0463 Fax: 1(844)272-6102
www.bishopwater.ca info@bishopwater.ca

INTELLIGENT SOLUTIONS FOR WATER

# Sludge Removal and Dewatering of Johnson Township Lagoons with Geotube® Technology

## *Budgetary Proposal*

**2021-07-14**

**Presented to:**

Carla Buckner
Johnson Township
carla.buckner@ssmpuc.com
705-541-2391

**Prepared by:**

Bishop Water Technologies
220 Carswell St.
Renfrew, Ontario, Canada
K7V 2G4

# Table of Contents



**Summary of Appendices**
**Appendix 1:** Geotube® Dewatering Performance Trial
**Appendix 2:** Dredge Specifications
**Appendix 3:** Venturi Emulsion Polymer Activation System

# 1.0 Introduction

Dear Carla,

Bishop Water Technologies (Bishop Water) is a full-service sludge management company providing turnkey project solutions for sludge management issues. Bishop Water will be supported by our partner company, Geo-Dredging and Dewatering Solutions Inc. (Geo-Dredging), throughout the project.

Our ethos is to provide quality service to our clients by offering affordable solutions to sludge management using the Geotube® dewatering technology. Our primary priority is to create a safe environment for our staff, clients, and the public at large. We follow all applicable regulations.

We hold a valid Environmental Compliance Approval (ECA) with the Ministry of Environment Conservation and Parks (MECP) in Ontario to perform dewatering work using the Geotube® dewatering technology and have not had an MECP compliance violation on any of our projects. We have completed numerous projects in the Province of Ontario. Key references for our proposed services are provided below.

All our staff have taken regular courses covering health and safety hazards relevant to our proposed work (e.g., WHMIS) and have been provided with WSIB coverage. In eleven years of operations, we have not had a workplace safety incident.

All chemicals that we use are approved for use in Canada. We distinguish ourselves by striving to adapt new technologies to serve our clients while protecting the environment. We know of no other company in Canada using a polymer application system like ours. With our system, we can provide real-time data of production including polymer usage and solids removal.

## *1.1 References*

**Mark O'Leary**
Water/Sewer Foreman
Municipality of Arran-Elderslie
1925 Bruce County Rd 10 | Chesley, ON | N0G 1L0
Tel: 519-363-3039 Ext. 122 | Email: water@arran-elderslie.ca

**Craig Cullen**
Senior Advisor Infrastructure Services
Municipality of Russell
717 Notre Dame St | Embrun, ON | K0A 1W1
Tel: 613-443-1746 | Email: craigcullen@russell.ca

**Barry Grover**
Principal Partner
Milestone Environmental Contracting Inc.
200-1550 Laperriere Ave | Ottawa, ON | K1Z 7T2
Tel: 613-820-9623 | Email:barryg@milestoneenv.ca

# 2.0 Project Understanding

Bishop Water Technologies Inc. (Bishop Water) has prepared this document for budgetary and narrative purposes for Johnson Township (Johnson) to utilise Bishop Water's Solids Management Solution (BSMS) with Geotube® technology in order to remove and dewater sludge from the East and West Cells of Johnson's wastewater lagoon system.

# 3.0 Project Parameters

Project parameters are based on the information which has been provided to Bishop Water. All parameters are assumptions, no claims are made as to their accuracy.

## *3.1 East Cell*

- Assumed percent solids of sludge: 7.24%
- Anticipated percent solids pumped: 3.0%
- The total volume of sludge to be removed is estimated to be: 1,382 $m^3$
- Assumed Immediate attained solids: 15%
- Assumed minimum attained solids: 20%
- Total Bone Dry Metric Tons (BDMT): 100.4
- Estimated Maximum Dewatered Volume: 665 $m^3$

## *3.2 West Cell*

- Assumed percent solids of sludge: 12.24%
- Anticipated percent solids pumped: 3.0%
- The total volume of sludge to be removed is estimated to be: 1,620 $m^3$
- Assumed Immediate attained solids: 15%
- Assumed minimum attained solids: 20%
- Total Bone Dry Metric Tons (BDMT): 199.4
- Estimated Maximum Dewatered Volume: 1,320 $m^3$

# 4.0 Bench Testing

A bench test is a laboratory test, known as a Geotube® Dewatering Performance Trial, that is used to determine the %solids of the waste material, the type and amount of dewatering polymer required for dewatering, and a corresponding anticipated final %solids of the same waste material following dewatering. A Geotube® Dewatering Performance Trial can consist of a variety of methods based on Bishop Water recommendations, and the client's desire. Generally, the initial stage of testing includes routine jar testing in combination with Rapid Dewatering Tests (RDT). Some additional options include Geotube® Dewatering Tests (GDT) and Pressure-Geotube® Dewatering Tests (P-GDT) which aim to further simulate dewatering performance in a Geotube®dewatering application. Refer to Figure 1 (below) for an example of routine RDT and GDT.


*Figure 1. Routine jar testing (left), Geotube® Dewatering Test (GDT) (right).*

A Geotube® Dewatering Performance Trial was completed on samples that were shipped to Bishop water's Renfrew Laboratory. The raw samples were diluted in order to represent a real world dredging or pumping operation. When pumping or dredging, the typical sludge concentration is between 2-5% solids. We used a 1:1 dilution rate for the East Cell and a 2:1 dilution rate for the West Cell.

## 4.1 East Cell

Water release volume and water clarity were excellent at a 1.5mL dose per 200 mL sample (38 PPM or 1.26kg/metric BDT) of Solve 9248.

The raw diluted biosolids sludge sample was 2.98% total solids (dry weight). After a 200 mL conditioned sample was passed through a GT500D Geotube® fabric (RDT), percent solids increased to 15.62% total solids after 1 hour drying time (Appendix A). From the 200 mL conditioned sample, 120 mL of filtrate was released in 1 minute and 145 mL was released in a total of 60 minutes, after passage through the fabric. The TSS of the collected filtrate was 16 mg/L. The pH readings were taken on the filtrate after passage through the Geotube® fabric and pH was 6.95.

## 4.2 West Cell

Water release volume and water clarity were excellent at a 2.0mL dose per 200 mL sample (50ppm or 1.26kg/metric BDT) of Solve 9248.

The raw diluted biosolids sludge sample was 2.98% total solids (dry weight). After a 200 mL conditioned sample was passed through a GT500D Geotube® fabric (RDT), percent solids increased to 15.62% total solids after 1 hour drying time (Appendix A). From the 200 mL conditioned sample, 120 mL of filtrate was released in 1 minute and 145 mL was released in a total of 60 minutes, after passage through the fabric. The TSS of the collected filtrate was 16 mg/L. The pH readings were taken on the filtrate after passage through the Geotube® fabric and pH was 6.95.

*For more information regarding the Dewatering Performance Trial, please see Appendix 1 for the full report.*

***Bishop Water intends to conduct additional bench testing on-site to confirm the initial results. Due to potential variability of the material, daily on-site testing and chemical conditioning verification are recommended during pumping operations.***

# 5.0 Calculation of BDMT

Continuous flow monitoring of biosolids will be used to determine the volume (cubic meters) pumped into the Geotube® units. The suspended solids concentration of the biosolids (mg/L) will also be monitored simultaneously with flow monitoring. Biosolids mass will be calculated based on the total volume (L) multiplied by the average suspended solids concentration (mg/L) recorded during the work and reported as BDMT. Four physical samples will be taken daily during dewatering operations and will be tested for %solids for accurate calculations.

# 6.0 Project Methodology

## *6.1 General Methodology*

Bishop Water proposes to use Geotube® units to dewater the sludge. The required Geotube® units will be deployed on a dewatering cell constructed (responsibility of Johnson or others) using an impermeable geomembrane in order to prevent filtrate from being discharged to the environment (refer to section 6.4). A hydraulic dredge will be used to transfer sludge to the Geotube® units (refer to section 6.5).

## *6.2 Required Geotube® Units*

Bishop Water recommends a total of three (3) 90' circumference x 100' length Geotube® units. Please refer to Figure 2 and 3 (located below) to review the Geotube Estimators used to calculate project estimates.

TENCATE Geotube

## Geotube® Estimator

Metric Units Input - Known Volume

*Version 20.1*

Licensed to: Kevin Bossy 051421

| | |
|---|---|
| Project Name: | 6978 Johnson Township - EAST CELL |
| Location: | Township of Johnson |
| Contact: | Carla Buckner |
| Date: | 7/8/2021 |
| Type of Material: | Municipal Biosolids |

| Input | | Units |
|---|---|---|
| Volume | 1,382 | Cubic Meters |
| Particle Specific Gravity | 1.05 | |
| % Solids in Place | 7.24% | |
| % Solids During Pumping | 3.0% | |
| Target dewatered % Solids | 15% | |
| % Coarse grain & sand* | 0.0% | |

* % Coarse grain & sand is removed from the calculation for volume reduction due to dewatering and added back in at the end in required Geotube® volume.

| Output | | Units |
|---|---|---|
| Total Volume Pumped | 3,342 | CM |
| Slurry Volume Pumped Per Day | 518 | CM |
| Bone Dry Tons Per Day | 16 | Tons (metric) |
| Total Bone Dry Tons | 100.4 | Tons (metric) |
| Estimated Pumping Days | 6.4 | Days |
| Estimated Dewatered Volume | 664.6 | CM |
| Estimated Dewatered Weight | 669.1 | Tons (metric) |
| Density of Dewatered Slurry | 1.01 | Relative Density |

Production:

| | |
|---|---|
| Pumping Rate (LPM) | 1,200 |
| Hours per Day | 12.0 |
| % Efficiency | 60% |

Estimated Geotube® Quantity:

| *Circumference X Pumping Height* | *Meters* |
|---|---|
| 27.44m X 2.59m | 29 |

Material type: Silts and/or Organics

Percent of Maximum Filled Capacity: 80%

For MDS Applications:

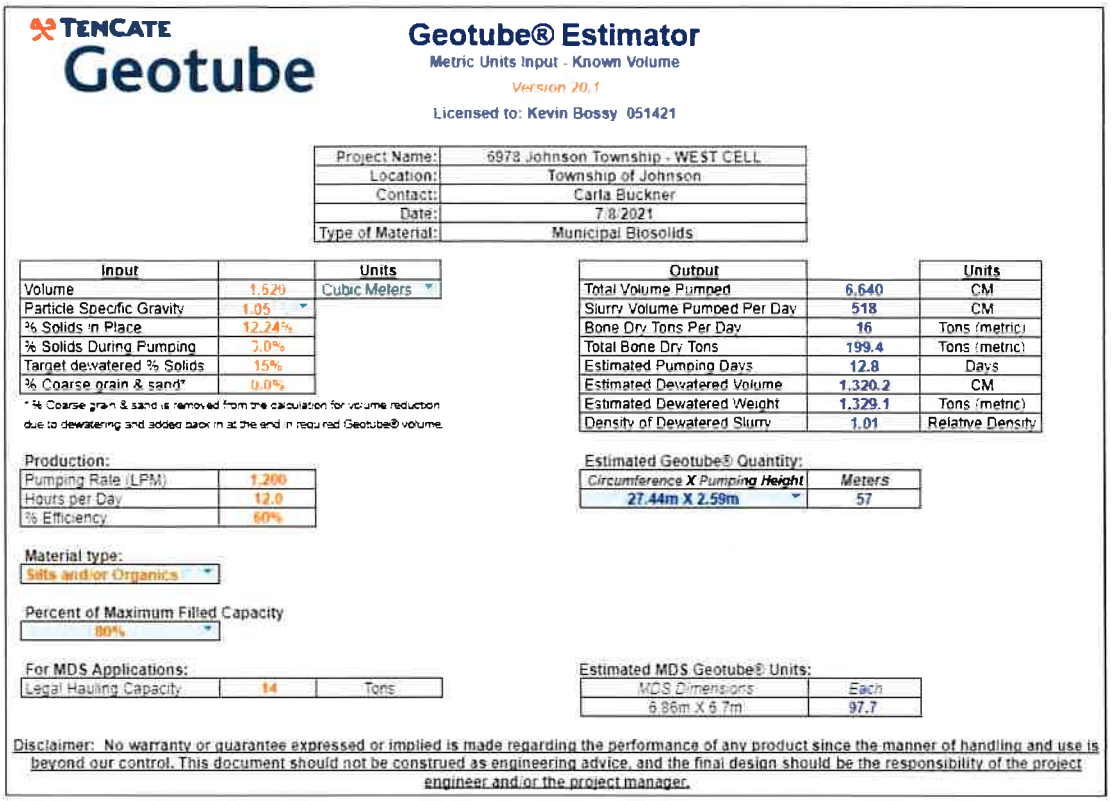
| | | |
|---|---|---|
| Legal Hauling Capacity | 14 | Tons |

Estimated MDS Geotube® Units:

| *MDS Dimensions* | *Each* |
|---|---|
| 5.86m X 6.7m | 49.2 |

Disclaimer: No warranty or guarantee expressed or implied is made regarding the performance of any product since the manner of handling and use is beyond our control. This document should not be construed as engineering advice, and the final design should be the responsibility of the project engineer and/or the project manager.

Figure 2. Geotube Estimator used to estimate project duration, Geotube sizing, etc for the East Cell.



TENCATE Geotube

**Geotube® Estimator**

Metric Units Input - Known Volume

*Version 20.1*

Licensed to: Kevin Bossy 051421

| | |
|---|---|
| Project Name: | 6978 Johnson Township - WEST CELL |
| Location: | Township of Johnson |
| Contact: | Carla Buckner |
| Date: | 7/8/2021 |
| Type of Material: | Municipal Biosolids |

| Input | | Units |
|---|---|---|
| Volume | 1,620 | Cubic Meters |
| Particle Specific Gravity | 1.05 | |
| % Solids in Place | 12.24% | |
| % Solids During Pumping | 3.0% | |
| Target dewatered % Solids | 15% | |
| % Coarse grain & sand* | 0.0% | |

* % Coarse grain & sand is removed from the calculation for volume reduction due to dewatering and added back in at the end in required Geotube® volume.

| Output | | Units |
|---|---|---|
| Total Volume Pumped | 6,640 | CM |
| Slurry Volume Pumped Per Day | 518 | CM |
| Bone Dry Tons Per Day | 16 | Tons (metric) |
| Total Bone Dry Tons | 199.4 | Tons (metric) |
| Estimated Pumping Days | 12.8 | Days |
| Estimated Dewatered Volume | 1,320.2 | CM |
| Estimated Dewatered Weight | 1,329.1 | Tons (metric) |
| Density of Dewatered Slurry | 1.01 | Relative Density |

Production:

| | |
|---|---|
| Pumping Rate (LPM) | 1,200 |
| Hours per Day | 12.0 |
| % Efficiency | 60% |

Estimated Geotube® Quantity:

| Circumference X Pumping Height | Meters |
|---|---|
| 27.44m X 2.59m | 57 |

Material type: Silts and/or Organics

Percent of Maximum Filled Capacity: 80%

For MDS Applications:

| | | |
|---|---|---|
| Legal Hauling Capacity | 14 | Tons |

Estimated MDS Geotube® Units:

| MDS Dimensions | Each |
|---|---|
| 6.86m X 6.7m | 97.7 |

Disclaimer: No warranty or guarantee expressed or implied is made regarding the performance of any product since the manner of handling and use is beyond our control. This document should not be construed as engineering advice, and the final design should be the responsibility of the project engineer and/or the project manager.

Figure 3. Geotube Estimator used to estimate project duration, Geotube sizing, etc for the West Cell.

## 6.3 Geotube® Specifications

*Table 1. Geotube® Specifications*

| Geotube® Size (ft) | Maximum Pump Height (ft) | | Estimated Filled Width (ft) | | Estimated Dewatered Volume ($m^3$/linear ft) | |
|---|---|---|---|---|---|---|
| Circ. x Lengh | Silt and Organics | Sands and Minerals | Silt and Organics | Sands and Minerals | Silt and Organics | Sands and Minerals |
| 90 'x 100' | 8.5 | 6.5 | 41 | 42 | 7.94 | 6.36 |

**A.** Geotube® Container Material: The Geotube® container material shall be fabricated from GT500, a "Specially Engineered Dewatering Textile" manufactured from high tensile polypropylene multifilament and monofilament yarns, which are woven into a stable network such that the yarns retain their relative position. The Geotube® container material shall be inert to biological degradation and resistant to naturally encountered chemicals, alkalis and acids.

**B.** The Geotube® container shall be fabricated by sewing together mill widths of the GT500 woven engineered textile to form a tubular shape. The sewn seams shall be two parallel rows of 401 "lockstitch" with 3/8" to 1/2" spacing between rows. The sewing thread shall be multi-ply polyester.

**C.** Geotube® containers 45 ft. or greater in circumference must be fabricated with the mill roll length of the GT500 woven engineered textile and the adjacent seams being in the circumferential direction with the closure of the Geotube® container having a longitudinal seam on the bottom of the container. Each Geotube® container shall be fabricated with one or more PVC filling ports located along the top centerline of the Geotube® container. The filling port is comprised of approx. 1.5" thick (inside and outside) flange rings that sandwich the Geotube® GT500 woven engineered textile between 1/8" thick rubber gaskets and secured with 3/4" bolts. The resulting connection strength exceeds that of a traditional sewn-in, textile filling port. In addition to the flanges, the fill port shall include a fabric sleeve that may be secured around the feed line to prevent leakage.

**D.** PVC Fill Ports are for the attachment of the dredge or pump discharge line to the Geotube® container and shall be located at intervals of no more than 100 feet, or as recommended by the manufacturer. Fill ports shall be rigid PVC with an inner port body and outer port body each comprising one or more cellular surfaces capable of distributing a force caused by the clamping of the inner port body and outer port body together with steel bolts and nuts. Fill ports shall be either 4" (GP4) or 8" (GP8) in diameter with a 30-inch long, flexible non-woven 8 oz. geotextile sleeve.

**E.** "Specially Engineered Dewatering Textile" material and factory-sewn seams utilized in the construction of the Geotube® container shall meet or exceed the values shown in Table 2.

*Table 2. GT500 Polypropylene - "Specially Engineered Dewatering Textile".*

| Mechanical Properties | Test Method | Unit | Minimum Average Roll Value | |
|---|---|---|---|---|
| | | | MD | CD |
| Wide Width Tensile Strength (at ultimate) | ASTM D4595 | kN/m (lbs/in) | 78.8 (450) | 109.4 (625) |
| Wide Width Tensile Elongation | ASTM D4595 | % | 20 (max.) | 20 (max.) |
| Factory Seam Strength | ASTM D4884 | kN/m (lbs/in) | 70 (400) | |
| CBR Puncture Strength | ASTM D6241 | N (lbs) | 8900 (2000) | |
| Apparent Opening Size (AOS) | ASTM D4751 | mm (U.S. Sieve) | 0.43 (40) | |
| Water Flow Rate | ASTM D4491 | l/min/m$^2$ (gpm/ft$^2$) | 813 (20) | |
| UV Resistance (% strength retained after 500 hrs) | ASTM D4355 | % | 80 | |

| Filtration Properties | Test Method | Unit | Typical Value |
|---|---|---|---|
| Pore Size Distribution ($O_{50}$) | ASTM D6767 | Micron | 80 |
| Pore Size Distribution ($O_{95}$) | ASTM D6767 | Micron | 195 |

| Physical Properties | Test Method | Unit | Typical Value |
|---|---|---|---|
| Mass/Unit Area | ASTM D5261 | g/m$^2$ (oz/yd$^2$) | 585 (17.3) |
| Thickness | ASTM D5199 | mm (mils) | 1.8 (70) |

## 6.4 Dewatering Cell Construction

One dewatering cell will be required to accommodate the size of the Geotube® units. The total laydown area of the dewatering cell will measure 155' x 130'. This **does** include the area required for perimeter containment berms and a filtrate management system.

After the dewatering cell is leveled (graded flat), the site must be removed of **all** obstructions that could damage the impermeable liner or the Geotube® units. The sub-grade of the dewatering cell should be constructed of sand and compacted to ensure stability.

The intention is to gravity feed filtrate from the Geotube® units back into the lagoon system. In doing so, the dewatering cell will be sloped at a **maximum of 0.5%** toward the lagoon cell. If this is not possible, a filtrate collection trench will be constructed along the end of the dewatering cell which would utilize a sump. If a filtrate collection trench is required, it must be constructed **inside the perimeter** of the cell to control the flow of filtrate from the Geotube® units. The trench should measure 5' deep x 135' wide.

A containment berm must be constructed around the perimeter of the dewatering cell with the exception of the filtrate drainage end or trenched end. This will measure a minimum of 1/3 the maximum pump height of the Geotube® units.

After the base of the cell is constructed to the recommended specifications, an impermeable membrane must be installed over the entire floor, containment berms, and trench of the cell. This will prevent filtrate from discharging to the environment. After the impermeable membrane has been installed, a non-woven geotextile will be installed over the floor of the cell to protect the membrane against heavy machine traffic. Geotube® Filtration Fabric (GFF) will then be laid over the non-woven geotextile in order to promote dewatering from the bottom of the Geotube® units. Refer to Figure 4 (below) for an example of a completed dewatering cell using the above specifications.

*Figure 4. Geotube© dewatering cell constructed using impermeable liner and non-woven geotextile.*

*All above specifications are subject to change based on site specific conditions.*

## 6.5 Sludge Removal and Sludge Conditioning Methodology

A floating dredge will be deployed into the lagoon cell and used to transfer the sludge to the Geotube® units. By using a floating dredge to pump the sludge from the lagoon, there will be no need to shut down or drain the lagoon during sludge removal.

A **minimum of 0.9m of water must be maintained above the sludge layer** to allow the dredge to move freely in the lagoon. The water level should be monitored and confirmed by Johnson Township prior to Bishop Water's arrival at the Site.

The dredge performance will be monitored by measurement of material passed through the chemical injection system and retained within the Geotube® units. Bishop Water's field technicians can provide opportunities for the Johnson personnel to observe the work. Refer to Figure 5 (below) for an image of the floating dredge deployed in a lagoon cell.

*Figure 5. Dredge in a lagoon cell.*

*Details related to the dredge are provided in Appendix 2.*

As the sludge is transferred to the Geotube® units it will be injected inline with a predetermined made down polymer solution. Bishop Water owns and operates a mobile, automated polymer injection trailer system which will ensure the flocculation is correct during the project, regardless of changes to the characteristics of the sludge. Refer to Figure 6 (below) for an example of Bishop Water's treatment trailers.

*Figure 6. Mobile/automated polymer injection system.*

*Details related to the polymer injection system are provided in Appendix 3.*

The intention is to construct the dewatering cell directly adjacent to the lagoon cells to gravity drain filtrate from the Geotube® units back into the lagoon system. If this is not possible, a filtrate collection trench will be constructed along the end of the dewatering cell which would utilize a sump and filtrate would be redirected to the lagoon system. The Township would be responsible for managing filtrate when we are not on Site.

### *6.6 Pumping of Sludge*

We have based our pricing on a sludge pumping rate of 1,200 liters per minute.

### *6.7 Water for Polymer Make-Down and Dilution*

We will require a water source in order to make down the emulsion polymer. Once dewatering starts we can utilize the filtrate coming from the Geotube® units for this purpose (if there is a trench).

## 7.0 Project Timeline

### *7.1 East Cell*

We work a typical 12 hour day. Based on a standard 3.0% solids content of the dredged material, we will be processing approximately 16 BDMT of solids each day. We estimate seven days of onsite pumping will be required to complete the removal of 1,382 $m^3$ of sludge. We will require three days for mobilization and Site setup.

### *7.2 West Cell*

We work a typical 12 hour day. Based on a standard 3.0% solids content of the dredged material, we will be processing approximately 16 BDMT of solids each day. We estimate 13 days of onsite pumping will be required to complete the removal of 1,620 $m^3$ of sludge. We will require one day to move from the East Cell to the West Cell (with support from Johnson) and three days for demobilization.

*We will work with the site owner to determine a suitable work schedule that will be based on site preparation, site access, and the availability of necessary equipment/resources.*

## 8.0 Work Day

We propose to have two field technicians on site to complete this scope of work as assumed that we will work 12 hours a day, six days a week.

One field technician ensures safe working practises at all times within our work area. They will also be responsible for operating the polymer treatment trailer. The other field technician will be ensuring the sludge is being pumped out of the lagoon and that the Geotube® units are dewatering effectively and be the dredge operator.

Mike Roberts will be lead project manager on the project. Mike has completed numerous dewatering projects using the proposed methodology.

# 9.0 Permits

The client will be responsible for seeking any amendments to Bishop Water's current ECA for the proposed Geotube® facility, if required. Any additional environmental or work-related permits will be the responsibility of Johnson.

# 10.0 Notes & Clarifications

## *10.1 Goods and Services **OFFERED***

- Mobilization and demobilization of our team and equipment;
- Manpower during setup and operations;
- All geosynthetics (GFF, non-woven and impermeable liner) for full protection of laydown area;
- Management of laydown area during operations;
- Sludge removal using floating dredge;
- Chemical conditioning of sludge, including polymer and equipment;
- Dewatering quality control; and
- Supply of pumps, valves and hoses.

## *10.2 Goods and Services **NOT** offered*

- Construction of laydown area;
- Obtaining required environmental or work permits or approvals;
- Crane to place dredge in lagoons and remove at end of project ;
- Machinery and labour will be needed to remove materials including polymer, liner, Geotube® units, etc. from truck and position at the Site. Bishop Water staff will be on site for this project and will oversee and aid with positioning;
- Site security and hygiene facilities during our work;
- Management of filtrate other than free-draining back to existing lagoon/infrastructure;
- Responsibility for marking or removing any utilities or structures such as aeration equipment;
- Responsibility for damage caused as a result of contact with utilities or structures that are not removed, marked or otherwise identified to Bishop Water by the Owner or the Owner's representative;
- Removal and disposal of solids from the Geotube® units and other waste material; we would recommend Geotube® units remain on site to continue dewatering for possible refilling or disposal at a later date; and
- Landfill tipping fees.

## *10.3 Equipment Provided*

- Floating dredge;
- Polymer Treatment Trailer; and
- Pumps, valves and hose to connect from dredge to Geotube® units.

# 11.0 Pricing

The anticipated cost to complete the scope of work is $186,398 and additional pricing details are provided below. These costs are based on the information available to Bishop Water at the time of the preparation of this proposal.

*Table 3. Dewatering Pad/ Geosynthetics Pricing Breakdown*

| DEWATERING PAD/ GEO-SYNTHETICS | | | |
|---|---|---|---|
| **Item** | **Description/Comments** | **QTY** | **Total** |
| Geotube® Units | Three (3) 90' circumference x 100' length Geotube® units. | 3 | $26,685 |
| Geo-Synthetics | Includes impermeable liner, non-woven geotextile, and Geotube® Filtration Fabric (GFF).<br><br>**Costs associated with site preparation are NOT INCLUDED.** | 1 | $15,936 |
| | | **TOTAL** | $42,621 |

*Table 4. Mobilization/Demobilization Pricing Breakdown*

| MOBILIZATION/ DEMOBILIZATION | | | |
|---|---|---|---|
| **Item** | **Description/Comments** | **QTY** | **Total** |
| ECA Management | Correspondence and reporting to MECP for use of ECA | 1 | $850 |
| Mobilization/ Demobilization | Includes all materials and personnel to/from site. Bishop Water will require labour and equipment from the Township during mobilization/site setup, changing between lagoon cells, and demobilization. | 1 | $28,327 |
| | | **TOTAL** | $29,177 |

*Table 5. Operational Costs Breakdown*

| OPERATIONAL COSTS | | | |
|---|---|---|---|
| **Item** | **Description/Comments** | **Total BDMT** | **Total** |
| Removal, Dewatering, and Containment of Sludge | Includes sludge removal, polymer and polymer conditioning, sludge transfer to Geotube® units, labour, QA/QC, lodging and meals.<br><br>Budgetary costs have been calculated assuming a dosage rate of 5 kg per BDMT and actual charges will be based on polymer usage if above 5 kg/BDMT.<br><br>100 BDMT East Lagoon and 200 BDMT West Lagoon<br><br>$382/BDMT | 300 | $114,600 |
| | | **TOTAL** | $114,600 |

186398

**Above pricing does not include applicable sales taxes, or stand by fees should Bishop Water be unable to dewater sludge. Stand by fee for Bishop Water is $1,200 per day (exc.standby fee for any subcontractors).*

*Above is strictly budgetary pricing, a formal quote can be provided to the Township of Johnson if requested.*

*1770888 Ontario Inc. Standard Terms and Conditions apply.*

***Payment terms TBD***

## 12.0 Closure

We hope that you find this proposal to be adequate for your project planning needs. Bishop Water would appreciate an opportunity to discuss any questions or concerns that you may have so that we may bring the proposal completely in line with your expectations. Any questions or comments can be directed to Kevin Bossy or Tyler Anderson.

Kevin Bossy: kevin@bishopwater.ca
Tyler Anderson : tyler@bishopwater.ca

Office: 343-361-0463

Sincerely,

Tyler Anderson *AScT, C.E.T, EP*
*Senior Project Manager*
Bishop Water Technologies

BISHOPWATER
220 Carswell St Renfrew ON K7V 2G4 Phone: (343)361-0463 Fax: 1(844)272-6102
www.bishopwater.ca info@bishopwater.ca

INTELLIGENT SOLUTIONS FOR WATER

# APPENDIX 1

## Geotube® Performance Trial Report

BISHOPWATER
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INTELLIGENT SOLUTIONS FOR WATER

# GEOTUBE® DEWATERING PERFORMANCE TRIAL

**For:**
Johnson Township
2021-06-24

**Prepared by**: Marc Rancourt

**Bishop Water Technologies, Inc.**
220 Carswell St.
Renfrew, ON K7V 2G4
Phone: 343-361-0463

# Table of Contents

## 1.0 Scope of Work

Bishop Water Technologies Inc. (Bishop Water) was tasked to perform a Geotube® Dewatering Performance Trial on biosolids from the two wastewater lagoons (East and West Cell) from Johnson Township, ON. The objectives of these dewatering trials were to identify a chemical conditioning program and dosing rate for a potential Geotube® dewatering application. The objectives of the subsequent RDT (Rapid Dewatering Test) were to measure dewatering rates and total solids (TS) of the flocculated, contained, and dewatered residual after passage through the GT500D Geotube® fabric.

## 2.0 Materials & Methods

Two 20L samples were collected by personnel at Johnson Township and shipped to Bishop Water's Renfrew laboratory for testing. The samples were received on June 22nd, 2021. Testing of the sample(s) began on June 23rd, 2021. The 20L samples were thoroughly mixed, then several 200 mL samples were collected and tested.

Polymer was added in small increments into 200 mL samples with plastic syringes (1-10 mL) and moderately tumbled five to seven times. After a 200 mL sample is adequately flocculated with good water clarity technicians will then perform an RDT. The RDT is performed by pouring a conditioned 200 mL sample through GT500D Geotube® fabric. Observations are recorded for water release volume within the first minute and after 60 minutes of filtration, total suspended solids (TSS) of filtrate, percent total solids (dry weight) of the dewatered RDT cake and floc appearance. Percent total solids (dry weight) of the raw sludge was also tested. Polymers that flocculated and dewatered the biosolids most effectively were re-evaluated with lower doses in order to isolate the most efficient dewatering and flocculating polymers for the application.

## 3.0 Results

The raw samples were diluted in order to represent a real world dredging or pumping operation. When pumping or dredging, the typical sludge concentration is between 2-5% solids. We used a 1:1 dilution rate for the East Cell and a 2:1 dilution rate for the West Cell.

**East Cell:**

Water release volume and water clarity were excellent at a 1.5mL dose per 200 mL sample (38 PPM or 1.26kg/metric BDT) of Solve 9248.

The raw diluted biosolids sludge sample was 2.98% total solids (dry weight). After a 200 mL conditioned sample was passed through a GT500D Geotube® fabric (RDT), percent solids increased to 15.62% total solids after 1 hour drying time (Appendix A). From the 200 mL conditioned sample, 120 mL of filtrate was released in 1 minute and 145 mL was released in a total of 60 minutes, after passage through the fabric. The TSS of the collected filtrate was 16 mg/L. The pH readings were taken on the filtrate after passage through the Geotube® fabric and pH was 6.95.

**West Cell:**

Water release volume and water clarity were excellent at a 2.0mL dose per 200 mL sample (50ppm or 1.26kg/metric BDT) of Solve 9248.

The raw diluted biosolids sludge sample was 2.98% total solids (dry weight). After a 200 mL conditioned sample was passed through a GT500D Geotube® fabric (RDT), percent solids increased to 15.62% total solids after 1 hour drying time (Appendix A). From the 200 mL conditioned sample, 120 mL of filtrate was released in 1 minute and 145 mL was released in a total of 60 minutes, after passage through the fabric. The TSS of the collected filtrate was 16 mg/L. The pH readings were taken on the filtrate after passage through the Geotube® fabric and pH was 6.95.

***Table 1:*** *Summary of results.*

| Sample | Raw Sample % solids | Dilution Rate | Raw Diluted Sample % Solids | RDT Dewatered Sludge % solids (60 mins) | RDT Filtrate TSS (mg/L) | Filtrate pH |
|---|---|---|---|---|---|---|
| East Cell | 7.24 | 1:1 | 2.89 | 15.62 | 16 | 6.95 |
| West Cell | 12.24 | 2:1 | 4.59 | 13.15 | 20 | 7.05 |

## 4.0 Recommendations

For dewatering of the biosolids at the Johnson Township Wastewater Lagoon Treatment Facility we recommend a product application of Solve 9248 in a Geotube application in order to achieve the desired percent solids of the dewatered sludge for subsequent disposal.

Dosage rates may vary based on the solids concentration in the pumped line. Based on the sample collected, we would recommend the following:

East Cell: 38 ppm of Solve 9248, which in this case of 2.98% solids was a 1.5 mL dose in a 200 mL sample or 1.26 kg/metric BDT.

West Cell: 50 ppm of Solve 9248, which in this case of 4.59% solids was a 2.0 mL dose in a 200 mL sample or 1.09 kg/metric BDT.

Additional evaluation such as a Geotube® Dewatering Test (GDT) is recommended for determining optimal inline percent solids thresholds for Geotube® performance including filtrate release and solids consolidation over time.

***Please note, while a composite sample may give us an indication of chemical conditioning program(s), identify polymer flocculant(s), and dosing rate(s), it does not indicate specific areas of concern for treatment effectiveness. The results are not indicative for areas that may require a higher or lower dose of chemistry, or contain higher in-situ solids, since the areas of concern may be masked by factors of dilution from other areas. Regular jar testing needs to be performed to obtain optimal chemical conditioning and dewatering performance.***

Solve 9248 is required to be made-down at 0.5 percent with a polymer make-down unit or aged in batch/feed tanks prior to injection into the residual line. Moderate to high mixing energy is required between the polymer introduction point and the Geotube® containers (e.g. two to three bends in the discharge line and/or inline static mixers). Our VEPAS polymer feed system automates the make-down and chemical feed process to optimize the polymer dosing on-site.

Expected time to reach the desired total solids (dry weight) for subsequent disposal can be unpredictable in a Geotube® container from bench-scale experiments. An onsite or laboratory hanging bag or GDT may be used and is recommended if the timeline for achieving project goals of total solids (dry weight) or if Geotube® filtrate characteristics are in question for this application. Additional dewatering evaluations over time are recommended if project objectives for consolidation are heavily dependent on total solids (dry weight) results.

# **Appendix A:** Dewatering Trail Performance Records

East Cell

Date: June 23/21 | Customer: Johnson Township | Number of Pails: 1 | Sample Received: 7.24

Analyst: Marc R. | Location: East Cell | Material: Municipal Lagoon Sludge | pH: 6.45 | Temperature:

Polymer Make Down Concentration = 0.5 %

Coagulant Make Down Concentration = N/A %

Dilution of Test Sample= 1:1 | % Solids: 2.98 | pH:

| Jar # | Polymer Name | Polymer Dosage (mL) | Coagulant Name | Coagulant Dosage (mL) | Water Clarity (1-6) | Floc Appearance (1-6) | Comments |
|---|---|---|---|---|---|---|---|
| 1 | 137 | 1.0 | | | | | Small Floc |
| 2 | | 1.5 | | | | | Small Floc |
| 3 | | 2.0 | | | | | Med. Floc |
| 4 | | 2.5 | | | | | Med. Floc, V Good Clarity |
| 5 | | 3.0 | | | | | Large Floc, V. Good Clarity |
| 6 | | | | | | | |
| 7 | 2163 | 1.0 | | | | | Small Floc |
| 8 | | 2.0 | | | | | Med Floc |
| 9 | | 3.0 | | | | | Large Floc, V-Good Clarity |
| 10 | | | | | | | |
| 11 | 9330 | 1.0 | | | | | Small Floc |
| 12 | | 2.0 | | | | | " |
| 13 | | 3.0 | | | | | " |
| 14 | | | | | | | |
| 15 | 9248 | 0.5 | | | | | Small Floc |
| 16 | | 1.0 | | | | | Med/Large Floc |
| 17 | | 1.5 | | | | | Large Floc, V-Good Clarity |
| 18 | | | | | | | |
| 19 | | | | | | | |
| 20 | | | | | | | |
| 21 | | | | | | | |

RDT: 200 mL sample conditioned with 1.5 mL/ppm 37.5 of 9248 poured through GT500D Geotube Filter

Filtrate collected @ 1 min: 120 mL and 145 mL @ 60 min. TSS of Filtrate: 16 mg/L pH of Filtrate: 6.95

RDT Cake (1 hr post-filtration) : 15.62% GDT Cake: / % Kg/BDT : 1.26 ppm: 37.5

**Figure 1A:** East Cell Dewatering Trial Performance Record

West Cell

Date: June 23/21 | Customer: Johnson Township | Number of Pails: 1 | Sample Received: 12 2nd

Analyst: Marc R | Location: West Cell | Material: Municipal Lagoon Sludge | pH: 6.33 | Temperature:

Polymer Make Down Concentration = 0.5 %

Coagulant Make Down Concentration = N/A %

Dilution of Test Sample: 2:1 | % Solids: 4.59 | pH: 7.10

| Jar # | Polymer Name | Polymer Dosage (mL) | Coagulant Name | Coagulant Dosage (mL) | Water Clarity (1-6) | Floc Appearance (1-6) | Comments |
|---|---|---|---|---|---|---|---|
| 1 | 9248 | 0.5 | | | | | Small Floc |
| 2 | | 1.0 | | | | | Med Floc |
| 3 | | 1.5 | | | | | Med Floc |
| 4 | | 2.0 | | | | | Large Floc, V. Good Clarity |
| 5 | | | | | | | |
| 6 | 2163 | 1.0 | | | | | Small Floc |
| 7 | | 2.0 | | | | | Med. Floc |
| 8 | | ~~3.0~~ 2.5 | | | | | Med Floc |
| 9 | | 3.0 | | | | | Large Floc, V. Good Clarity |
| 10 | | | | | | | |
| 11 | | | | | | | |
| 12 | | | | | | | |
| 13 | | | | | | | |
| 14 | | | | | | | |
| 15 | | | | | | | |
| 16 | | | | | | | |
| 17 | | | | | | | |
| 18 | | | | | | | |
| 19 | | | | | | | |
| 20 | | | | | | | |
| 21 | | | | | | | |

RDT: 200 mL sample conditioned with 2.0 mL/ppm 50 of 9248 poured through GT500D Geotube Filter

Filtrate collected @ 1 min: 124 mL and 142 mL @ 60 min. TSS of Filtrate: 20 mg/L pH of Filtrate: 7.05

RDT Cake (1 hr post-filtration): 13.15 % ~~GDT Cake~~ Kg/BDT: 109 ppm: 50

**Figure 2A:** West Cell Dewatering Trial Performance Record

## **Appendix B:** Treatment Pictures

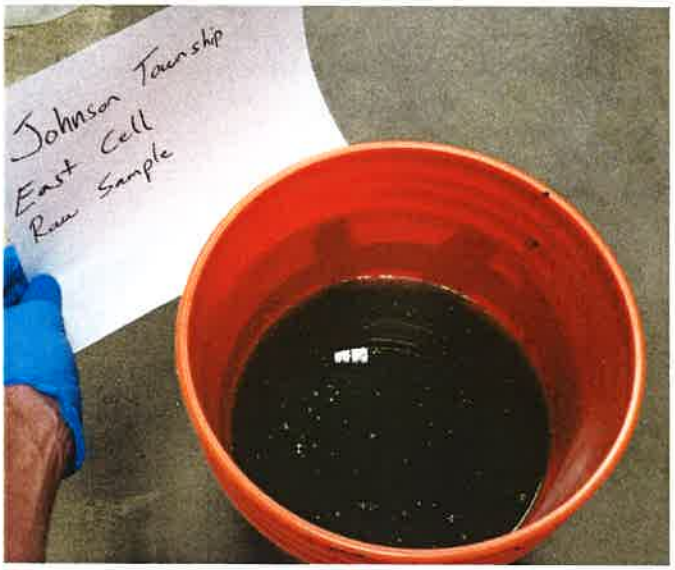


**Figure 1B:** East Cell Raw sample

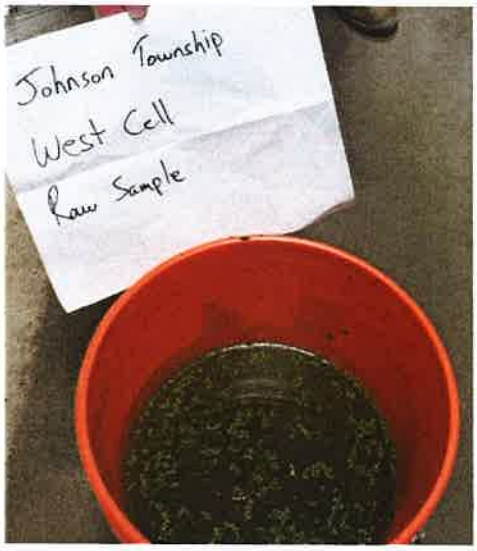


**Figure 2B:** West Cell Raw sample


**Figure 3B:** East Cell showing raw sample, treated sample and RDT filtrate


**Figure 4B:** East Cell RDT Dewatered Sludge (after 60 mins)


**Figure 5B:** West Cell showing raw sample, treated sample and RDT filtrate

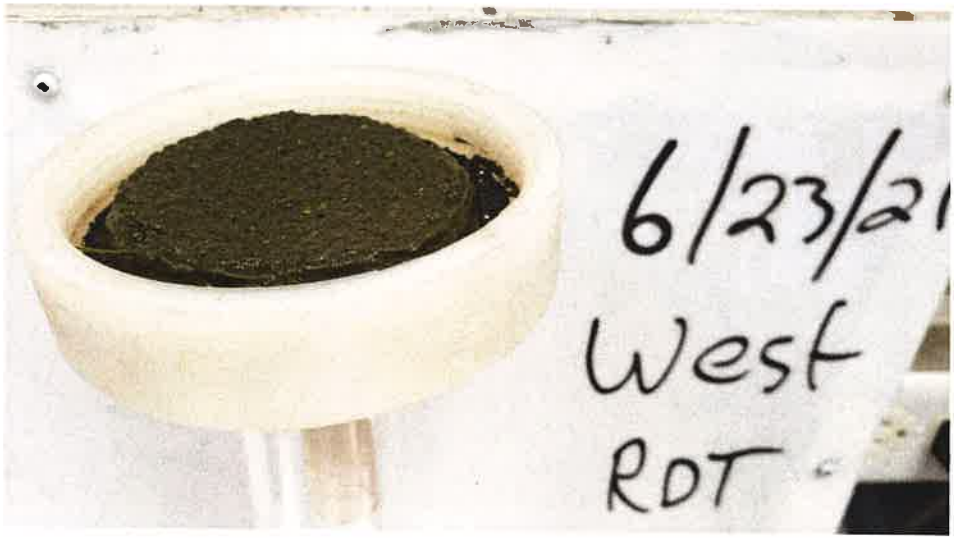


**Figure 6B:** West Cell RDT Dewatered Sludge (after 60 mins)

# **Appendix C:** Chain of Custody

BISHOPWATER

220 Carswell Street Renfrew ON
K7V 2G4 Phone (343)361 0463
www.bishopwater.ca

**Chain of Custody Record**

Pg. ___ of ___

COC# Lab

Client Job # JOHNSON TOWNSHIP 6978

For Lab Use Only
Received By
Date Received
Lab Bin #
WS Job #
Project Lab Tech

Client Name: PUC / Twp. of Johnson
Address: 500 Second Line East, box 9000
City, State Zip: Sault Ste. Marie, ON
Phone/Email: 705-541-2391

Project Name: Johnson Twp Lagoons
Client Project No /P O. No
Contact/Report To: Carla Buckner
Invoice To: Johnson Township

Analysis Requested

| Schedule | Matrix Code | Sample Number | Field Sample ID | Container ID/Type | Sample Date | Sample Time | Comp | Grab | Matrix | Geotube® Dewatering | Settling Application | RE300 Phosphorus reduction | Total Suspended Solids Limit mg/L | Turbidity Limit NTU | pH Limit range | Other* (comments) Limit Units | Other** (comments) Limit Units | Sample Comments |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 1 Johnson Twp. Lagoon (west cell) | 20L pail | June 16/21 | 13:00 | x | | | x | | | | | | | | |
| | | | 2 Johnson Twp Lagoon (east cell) | 20 L pail | June 16/21 | 13:15 | x | | | x | | | | | | | | |
| | | | 3 | | | | | | | | | | | | | | | |
| | | | 4 | | | | | | | | | | | | | | | |
| | | | 5 | | | | | | | | | | | | | | | |

Please note any known hazardous material contained in the samples or any other helpful information about the samples below

Sampled By (print) D. Irwin
Sampler's Signature
Company PUC Services
Relinquished by Date June 21, 2021

Is this sample designated as hazardous waste per RCRA? (X) No ( ) Yes
How Shipped? Hand ____
Carrier Purolator Tracking No. 332994487768
Received by Date

Sample Comments: East and West lagoon cells sludge samples - 4 grab (locations) from each cell

**Project Information** Briefly describe the project objectives:

Type of Material/Residual ___ Municipal Wastewater X ___ Municipal Water Treatment ___ Lake/Pond/River Sediment (circle one) ___ Industrial/Process ___ Mine Drainage ___ Other ____

Application ___ Geotube® Dewatering ___ Settling ___ Clarification ___ Phosphorus Removal ___ Mechanical Dewatering ___ Thickening ___ Other ____

How was the sample obtained? ___ Individual Core(s) (Best sample collection technique with only solids from core, discard overlying water, overlying water should be sent seperately) ___ Composite (PLEASE NOTE, while a composite sample may give us an indication of an average treatment scenario, it does not indicate pockets of concern for treatment effectiveness or areas that may require a higher or lower

Are there specific requirement or permit limitations? (i.e. filtrate turbidity, TSS, or other parameters)

Where will the filtrate/treatment effluent be discharged? Return to lagoon cell

Solids concentration of sample (% dry weight solids) if known ____% in-situ

Please draw a diagram of the body of water and identify where the samples were collected.

Project Comments

**Figure 1C:** Chain of Custody page 1

LAGOON/POND SKETCH

Draw an outline of your lagoon/pond(s) and indicate the location of the inlet(s) and outlet(s). Then, using this symbol S, please indicate approximately where the various samples were taken throughout the lagoon/pond(s).

Lagoon/Pond name/location: Johnson Twp.

Johnson Twp. Lagoons

West cell

East cell

S - Sample location

Page 2 of 3

**Figure 2C:** Chain of Custody page 2

**MSDS - Available upon request.**

BISHOPWATER
220 Carswell St Renfrew ON K7V 2G4 Phone: (343)361-0463 Fax: 1(844)272-6102
www.bishopwater.ca info@bishopwater.ca

INTELLIGENT SOLUTIONS FOR WATER

# APPENDIX 2

## Dredge Specifications

# LWT Pit Hog PHE-40

## DIMENSIONS:

Max. Working Depth: 15' (4.6m)
Operational Draft: 16" (41 cm)
Flotation: Cylindrical Pontoons
Constructed from 10 gauge steel
Overall Dredge Dimensions:
23'-1" (L) x 7'-6" (W) x 6'-10" (H)
(7m x 2.3 m x 2 m)
Weight: 5,900 lbs

## POWER

460 V, 3 Phase, 60 Hz Electric Power (400 V 50Hz)

Submersible Pump - 40 hp (30 Kw)

Hydraulic System Motor: 10 hp, TEFC (7.5Kw)

## SYSTEM CONTROLS

Wireless Remote Control
Slurry Pump On/Off
Auger On/Off
Travel Forward/Off/Reverse
Travel Speed
Hoist Up/Off/Down

## Slurry Pumps

Centrifugal Solids Handling
Cast Design for Better Performance and Higher Efficiency
Discharge up to 6"
Sphere Size Up to 6"
Typical Capacity from
600 GPM @ 60 ft head (water) (115 m3/h@18m head)
900 GPM @ 50 ft head (water) (341 m3/h@12m head)
Other Flows and Head Optional
Other Pump Construction Optional

## PROPULSION

Hydraulic Power Treble Sheave Endless Winch
3/8" Diameter Wire Rope (9.5 mm)
Traverse Speed Variable from 0 to 30 FPM

## HOIST

Hydraulic Power Winch
3/8" Stainless Steel Wire Rope (9.5mm)

## HYDRAULICS

Three Circuits -Electrical over Hydraulic

Auger-Cutter ,Travel Winch and Hoist

Speed Control on Travel Winch Speed

## AUGER HEAD

Welded Steel Construction with Dual Drive Hydraulic Motors
Helix: 10" Dia.x9"Pitchx3/8" Thick flighting
(25cm x 23cm x 9.5mm)
Speed: 60 RPM
Torque: 3400 LBS


**LIQUID WASTE TECHNOLOGY LLC**

1750 Madison Avenue * New Richmond, Wisconsin 54017 * USA
715-246-2888 * 800-243-1406 (US)
www.lwtpithog.com sales@lwtpithog.com

Liquid Waste Technology specializes in the design and manufacturing of solutions for the dredging industry. LWT manufactures a high quality portable dredge uniquely named the Pit Hog®. Our Pit Hog® dredge is built with reliable components for dependable long-term use and can produce unparalleled economic and efficient transmission of waste products. Our Pit Hog® dredges have been successfully launched in various applications such as:

- Wastewater lagoon dredging
- Mud, silt, and sand applications
- Fly ash and mine tailings applications
- Lake and pond dredging
- Canal dredging
- Marina maintenance
- Wastewater treatment plant maintenance

The Pit Hog® is an electrically powered, radio remote controlled dredge equipped with the best submersible pumps on the market ranging from 10 hp up to 40 hp. It can be also equipped with a PLC (programmable logic controller) to provide control over the dredge's functions, resulting in a state-of-the-art automated dredging system for cost effective low maintenance operation. Our automated functions can include options such as:

- Auto Sense® - Automatically stops the dredge from forward travel
- Lateral Sense® - Automates side to side movement with rail system
- Solid Sense® - Automatically maintains delivery of constant solid density
- Bottom Sense® - Automatically follows the bottom contours

If our standard equipment isn't suitable for your application, we will customize a system to match your needs.

We also offer rental units. Ask about our rental rates.

For more information on our products, please contact:

LWT LLC

LIQUID WASTE TECHNOLOGY llc
1750 Madison Avenue
New Richmond, WI 54017 U.S.A.
800-243-1406
www.lwtpithog.com

Pit Hog™ Dredges

BISHOPWATER
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www.bishopwater.ca info@bishopwater.ca

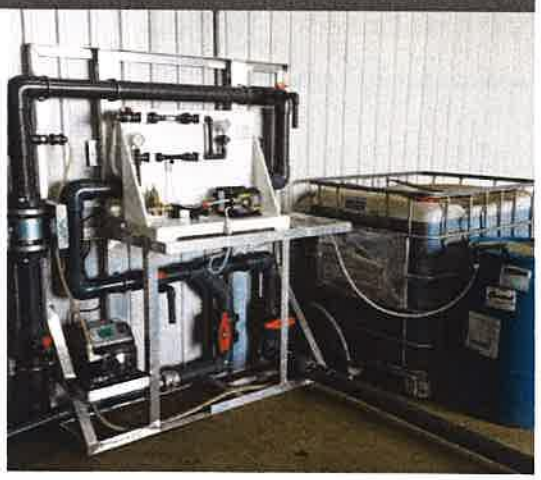
INTELLIGENT SOLUTIONS FOR WATER

# APPENDIX 3

## Venturi Emulsion Polymer Activation System

# Venturi Emulsion Polymer Activation System

## VEPAS: One-step polymer mixing and activation

**VEPAS: Venturi Emulsion Polymer Activation System**

- Compact easy-to-operate system with manual or automatic controls.
- Fully activates liquid polymer emulsions in a single pass, without the use of mechanical agitation or mix tanks.
- Polymer mixing and activation occurs instantly.
- Activated polymer can be added immediately to water/sludge flow line, or stored in a tank for future use.

**Proven performance in a broad range of applications**

VEPAS is ideal for any application where liquid polymer is required. The system is widely used in several industries including water/waste-water, environmental remediation, construction, food processing, mining, agriculture and more. VEPAS is also optimised for the Bishop Solids Management Solution and provides reliable, cost-effective dewatering performance for virtually any type of organic or granular slurry material.

**Compact size, smart controls, rapid installation**

Skid-mounted VEPAS occupies a fraction of the space of a conventional mechanical polymer system and can be quickly installed for new or retrofit applications in treatment plants, mobile trailers, or utility buildings. Installation is simple. Connect incoming water and polymer to the VEPAS and connect the activated polymer feed line to the water or sludge flow line.

VEPAS can be equipped with PLC controls and sensors to measure the flow rate and density of the slurry and automatically adjust the polymer dose to achieve the desired dewatering. These smart controls can also communicate with 4-20 mA inputs and enable VEPAS to integrate with SCADA systems. In this configuration, VEPAS can be set to automatically begin operating when feed pumps are activated.

BISHOPWATER

**VEPAS maintenance takes minutes, not hours**

The VEPAS venturi-based design eliminates many of the components in mechanical polymer systems that take so much time to maintain and clean, such as mixers and aging tanks.

An operator has to perform only a few simple steps to clean the s ystem, prevent clogs and prepare it for the next use.

The process only requires removal of the venturi, washing out residual polymer and replacing it. Polymer lines are equally fast to clean and require only a quick flush.

Watch our video to see how simple VEPAS maintenance is.

bishopwater.ca/vepasmaintenance

# VEPAS configuration and operating specifications

VEPAS will deliver fully activated and blended polymer solution from 0.1 to 1% concentration.

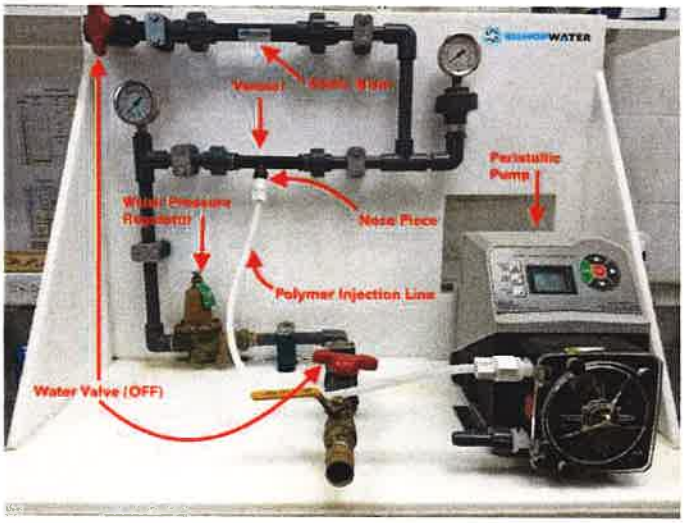
Each VEPAS venturi enables the system to inject polymer within a wide range of dose rates. However, if sludge conditions change significantly and a much different polymer dose rate is needed, operators can quickly remove and replace the venturi.

Manual and automatic VEPAS systems are available to accommodate flows from 2.6 L/min (0.7 US GPM) to 107.5 L/min (28.4 US GPM).

| **VEPAS standard features** | |
|---|---|
| Manual system | Automatic system |
| • 1 PH/60 Hz/120V power via 15A wall plug | • All VEPAS standard features |
| • Neat polymer peristaltic type metering pump | • Water solenoid control valve |
| • Water inlet isolation valve | • Water pressure transducer |
| • Water inlet pressure gauge | • Main control panel with PLC |
| • Non-mechanical polymer activation device | • HMI touch screen |
| • Activated polymer pressure gauge | |
| • Activated polymer static mixer | |
| • System outlet isolation valve | |
| • Neat polymer drum rigid suction wand | |
| • Thermoplastic equipment mounting frame | |

**Optional equipment**

- Booster pump to maintain optimum pressure of 241.3 kPa (35 psi)
- Motor starter panel for booster pump
- Upgrade polycarbonate frame to steel epoxy coated frame
- Flowmeter with indicator and flow control valve
- Magnetic flow meter
- Total suspended solids meter




**The system requires:**

- Activation water flow: 6 L/min (1.58 US GPM)
- Minimum activation water pressure: 206.8 kPa (30 psi )
- Maximum sludge line pressure for direct injection: 172.4 kPa (25 psi)

**Bishop Water Technologies**
220 Carswell Street, Renfrew, Ontario, Canada, K7V 2G4
T: 1-343-361-0463 | F: 1-844-272-6102 | E: info@bishopwater.ca

**www.bishopwater.ca**

Agenda Item B.2

Date: 7-21-21

# TOWNSHIP OF JOHNSON

## APPLICATION FOR MINOR VARIANCE
COMMITTEE OF ADJUSTMENT

**The Planning Act, Section 45**

| **1.0 APPLICANT INFORMATION** | | |
|---|---|---|
| 1.1 Name of Owner(s). An owner's authorization is required in Section 8, *if the applicant is not the owner.* | | |
| Name of Owner(s)<br>RON & TRINA SPINA | Home Telephone No.<br>705-206-1034 | Business Telephone No. |
| Address<br>1096 LAKE STREET S.S.M. | Postal Code<br>P6B 6B7. | Fax No. |
| Email:<br>rspina2003@yahoo.ca | | Cell No. |
| 1.2 Agent/Applicant: Name of the person who is to be contacted about the application. If different than the owner. (This may be a person or firm acting on behalf of the owner. See Section 8) | | |
| Name of Contact Person/Agent | Home Telephone No. | Business Telephone No. |
| Address | Postal Code | Fax No. |
| Email: | | Cell No. |
| 1.3 Indicate to whom correspondence is to be sent (check one please)<br>Owner ☑ Authorized Agent ☐ | | |

| **2.0 LOCATION OF THE SUBJECT LAND (COMPLETE APPLICABLE BOXES IN 2.1)** | | | |
|---|---|---|---|
| 2.1 Municipal Address (*mailing address*)<br>73A MALLARD DR. | | | Postal Code<br>POR 1EO |
| Concession Number(s)<br>S | Lot Number(s)<br>7 PT RP | Registered Plan No.<br>AR278 | Lot(s)/Block(s)<br>PT 3 |
| Reference Plan No. | Part Number(s) | Parcel Number(s)<br>PCL 1553 ACS. | Former Township<br>JOHNSON |
| Assessment Roll No.<br>5716 000 001-08900-0000 | | | |

## 3.0 PURPOSE OF APPLICATION

3.1 From which section(s) of the By-law is this application seeking relief? 91-219

3.2 For what reason(s) are you seeking relief?

It is not possible to comply with the provisions of the by-law because PROPERTY LAYOUT - BUILDINGS - ELEVATIONS.

OR

It is preferable not to comply with the provisions of the by-law because _____

## 4.0 DESCRIPTION OF SUBJECT LAND

4.1 Description of land seeking relief:

Frontage (m) 146.95 Area (ha/m²) .93 ACRES
Depth (m) 186' IRREG. Interior Side Yard _____
Exterior Side Yard _____ Front Yard _____ Rear Yard _____
Other (specify) _____ Proposed Buildings/Structures _____

4.2 Minimum By-law Requirements:

Frontage (m) 50 m Area (ha/m²) 1 HA.
Depth (m) _____ Interior Side Yard 5M.
Exterior Side Yard 7.5 m Front Yard 30 M Rear Yard 15M.
Other (specify) _____

4.4 Type of access (Check appropriate box and state road name):

Provincial Highway (#) _____
Municipal road, maintained year round _____
Municipal road, seasonally maintained _____
County Road (#) _____
Private Road MAPLAND DRIVE
Right of way _____
Water Access _____

4.7 Type of water supply existing or proposed (check appropriate box)

- ☐ Publicly owned and operated piped water system
- ☐ Privately owned and operated piped water system (communal)
- ☐ Drilled well
- ☐ Lake or other water body
- ☐ Other means (*please state*) _____
- ☐ Water service not proposed

4.8 Sewage Disposal (*Check appropriate box for type of service proposed*):

- ☐ Publicly owned and operated sanitary sewage system
- ☐ Privately owned and operated individual septic system*
- ☐ Privately owned and operated communal septic system*
- ☐ Privy
- ☐ Holding tank
- ☐ Other (*please state*) _____
- ☐ Sewage disposal service not proposed

4.9 Proposed Services

Please provide information about any proposed upgrading in serices that you intend to install in relation to the subject application _____

## 5.0 LAND USE AND HISTORY OF THE SUBJECT LAND

5.1 Has the subject land ever been the subject of an application for approval of a plan of subdivision or a consent under the Planning Act? ☐Yes ☐No ☑ Unknown

If Yes and if known, provide below, the application file number and the decision made on the application. N/A

5.2 Current Zoning SR Main Use SEASONAL COTTAGE

Main Use of abutting properties: East SEASONAL West SEASONAL

North WATER South VACANT

5.3 Current Official Plan Land Use Designation Rural Policy

5.4 Is the subject land the subject of any other application under the Act such as a Zoning By-law Amendment; a Minister's Zoning Order Amendment; a Minor Variance; another Consent; or an approval of a Plan of Subdivision?

☐Yes ☐No If yes, specify the following: Type of Application: _____
File Number _____
Status of Application _____

## 5.5 Land Acquisition and Structures

i. Date subject property was acquired 2015

ii. Date of Construction of all Buildings

Main Building 1971 Additions (if applicable) NA

Accessory Buildings:

| Type of Accessory Building (e.g. garage, storage building, etc.) | Year of Construction |
|---|---|
| | |
| | |
| | |

## 6.0 Development

**a. Existing** (if more than four buildings, use separate sheet of paper)

1. Type of Building: COTTAGE
   Length/Width/Height: 11 / 8 / 3 (m)
   Floor Area: _____ ($m^2$) # of Storeys: 1
   Setbacks from Lot Lines
   Front: 17.5 (m) Rear: 19 (m)
   Side: 25 (m) Side: 19.5 (m)

2. Type of Building: _____
   Length/Width/Height: _____ / _____ / _____ (m)
   Floor Area: _____ ($m^2$) # of Storeys: ___
   Setbacks from Lot Lines
   Front: _____(m) Rear: _____(m)
   Side: _____(m) Side: _____(m)

3. Type of Building: _____
   Length/Width/Height: _____ / _____ / _____ (m)
   Floor Area: _____ ($m^2$) # of Storeys: ___
   Setbacks from Lot Lines
   Front: _____(m) Rear: _____(m)
   Side: _____(m) Side: _____(m)

4. Type of Building: _____
   Length/Width/Height: _____ / _____ / _____ (m)
   Floor Area: _____ ($m^2$) # of Storeys: ___
   Setbacks from Lot Lines
   Front: _____(m) Rear: _____(m)
   Side: _____(m) Side: _____(m)

**b. Proposed**

[New] [Addition to] GARAGE
*(circle one)*
Specify to which building described above the addition is being added to.

Main Use of Proposed Construction: PERSONAL STORAGE - BOAT - VEHICLES

Type of Building: WOOD - CONSTRUCTION ON SLAB
Length/Width/Height: 11 | 8 | 3 (m)
Floor Area: 88 (m²) # of Storeys: 1
Setbacks from Lot Lines
Front: 17.5 Rear: 16
Side: 35.5 Side: 11.5

Other: If the application for the Minor Variance is not to construct a building, please provide a description of the proposal for which you are seeking a minor variance. Include all dimensions and any other information pertinent to this application.

## 6.0 OTHER INFORMATION

6.1 Is there any other information that you think may be useful to the Committee of Adjustment or other agencies in reviewing this application? If so, explain below or attach a separate sheet if necessary.

REDUCE SET BACK - FRONT YARD FROM 30M TO 20M PLUS SHOLE IS APPROXIMATLY 30 FEET BELOW THE ELEVATION OF THE PROPERTY - NO RISK OF FLOODING. PROPERTY WELL ABOVE LEVEL OF LAKE.

## 7.0 AFFIDAVIT OR SWORN DECLARATION

Declaration for the prescribed information: I RW SPENA of the 73A MALLARD DR of JOHNSON TOWNSHIP in the DISTRICT of ALGOMA make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true.

Sworn (or Declared) before me at the MUNICIPAL OFFICE of JOHNSON TWP in the DISTRICT of ALGOMA, this 4TH day of JUNE, 20 21

Commissioner of Oaths (include stamp below) Signature of Applicant/Solicitor or Authorized Agent

## 8.0 AUTHORIZATION (if applicable)

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorization set out below must be completed. I _____, am the owner of the land that is the subject of this application for consent and I authorize _____ to make this application on my behalf.

Signature of Owner _____ Date _____

## 9.0 IMPORTANT – PLEASE READ NOTICE OF COLLECTION MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

**Personal information collected on this form is collected under the authority of the *Planning Act*, R.S.O. 1990, as amended and will be used to assist in making a decision on this matter. All names, Addresses, opinions and comments will be made available for public disclosure. Questions Regarding this collection should be forwarded to: The Clerk, Township of Johnson, 1 Johnson Dr, Desbarats, Ontario, P0R 1E0, Phone: 705-782-6601.**

9.1 Please indicate on the enclosed key map, the location of the subject property.

9.2 In order to enable the required personnel to inspect the property, please provide on Page 8, clear & concise directions to the subject land. If property is not located on a highway or municipal road, please provide a sketch below or on the reverse. Please note it is very important that the directions are adequate. If the inspectors are unable to locate the subject lands because of poor directions, your application may be delayed.

9.3 It is required that two (2) copies of the application along with the prescribed fee be filed with the Clerk of the Township of Johnson accompanied by the prescribed fee in cash or by cheque payable to the Township of Johnson.

The Township of Johnson
1 Johnson Drive, Box 160 Desbarats, Ontario, P0R 1E0
Phone: 705 782 6601 Fax: 705-782-6780
gmartin@johnsontownship.ca

## *NOTICE OF APPLICATION FOR ZONING BY – LAW AMENDMENT*

Johnson Township has received an application for a Zoning Amendment, in respect of the lands described below: *You are receiving this Notice directly as you fall within approximately 60 meters of the perimeter of the subject property.*

**Application No.:** ZBA21-1-089

**Applicant(s):** Ron & Trina Spina

**Subject Property:** 73A Mallard Dr. Township of Johnson Con 5pt Lot 7 RP AR278 Part 3 PCL 1553 ACS

**Purpose:** The purpose and effect of this Zoning Amendment application is to permit the construction of a garage. With a reduction in the front yard setback from 30 meters to approximately 20 meters, with consideration of existing elevations. The key map(s) showing the location of the land, which is the subject of this application, are attached.

**Official Plan Designation:** Rural Policy Area, (Township of Johnson Official Plan, 2009)

**Zoning:** Seasonal Residential (Johnson Township Zoning By-law 91-219)

**Inquiries and Written Submissions:** About the application can be made to Glenn Martin, Clerk, Johnson Township, Desbarats, Ontario P0R 1E0. Telephone (705) 782-6601, ext. 201 Email: gmartin@johnsontownship.ca

**Need to Make Submissions:** If a person or public body that files a submission to the Council/Committee of the Whole as the approval authority, in respect of the proposed amendment does not make written submissions to the Township before the Council/Committee of the Whole gives or refuses to give consent, the submission may be dismissed.

**Council/Committee of the Whole Meeting:** The Zoning Amendment Application will be reviewed at a public meeting on July 21st 2021 at 6:00 p.m. For details on how to attend, please contact Johnson Township at 705-782-6601. Prior to the meeting a link will be posted on our website: Johnsontownship.ca

**Requesting Notice of Decision:** Any person or public body may appeal a decision of the Council/Committee of the Whole not later than 20 days after notice of decision is given. If you wish to be notified of the decision, please use the contact information shown above.


TOWNSHIP OF JOHNSON
MINOR VARIANCE: 73A MALLARD DRIVE

N

Maps are provided as a courtesy only and the Desbarats to Echo Bay Planning Board makes no guarantees as to the accuracy of this information. This map is not intended to be used for conveyance, authoritative definition of the legal boundary, or property title. This is not a survey product.

St. Catharines

Agenda Item B3
Date: 7-21-21

June 11, 2021

The Honourable Doug Ford, M.P.P.
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Sent via email: premier@ontario.ca

**Re: Lyme Disease Awareness Month**
**Our Files: 35.31.99/35.23.12**

Dear Premier Ford,

At its meeting held on May 31, 2021, St. Catharines City Council approved the following motion:

"WHEREAS May is Lyme Disease National Awareness Month; and

WHEREAS the City of St. Catharines Strategic Plan includes improving livability for all; and

WHEREAS Niagara Region is a high-risk area for ticks and Lyme Disease, and cases continue to increase; and

WHEREAS Ontario health does not cover treatment and testing for all strains of Lyme Disease; and

WHEREAS Lyme Disease is a crippling disease if not diagnosed and treated appropriately;

THEREFORE BE IT RESOLVED the City of St. Catharines call on the Ontario government to expand testing to all strains of Lyme Disease and improve the level of treatment and care for those diagnosed with this crippling disease; and

BE IT FURTHER RESOLVED the Premier of Ontario, Ontario Minister of Health, local MPPs, Niagara Health, Niagara Region Public Health, all Ontario municipalities, and the Association of Municipalities of Ontario be sent correspondence of Council's decision; and

BE IT FURTHER RESOLVED the Mayor bring this matter to the attention of the Niagara Region and request that the Region build an awareness campaign with on-line resources for families with Lyme Disease."

# The Townships of Tarbutt and Johnson

**JOB DESCRIPTION**

Agenda Item B4
Date: 7-21-21

**Job Title:** Landfill Attendant **Date:** June 2021

## PRIMARY FUNCTION:

The Landfill Attendant is responsible to ensure the safe operation of the landfill site for users, staff and contractors, and to ensure that the site is kept clean. The Attendant is responsible to ensure that various types of waste and recyclable materials are disposed of in the proper location, and that users depositing waste are residents of Tarbutt or Johnson.

## REPORTS TO:

Clerk of Tarbutt Township or designate.

## EQUIPMENT:

Rake, shovel, weed whacker, grabber and other hand tools supplied by Township.
PPE will be provided.

## RESPONSIBILITIES:

- Ensure the site is open on time and all bins and containers are ready to receive waste;
- Daily inspection of the site, monitoring wells and recycling bins; report irregularities;
- Greet and assist landfill users in a friendly and helpful manner;
- Ensure that vehicles entering the landfill are entitled to use the site;
- Interact with users to direct the distribution of recycling, household waste, metal and brush within the landfill site according to Municipal and Provincial regulations;
- Keep and maintain daily records of types and amount of waste and recycling products entering the site;
- Collect tipping fees from users or record user information for billing for non-household waste;
- Redirect users with unacceptable materials such as hazardous waste;
- Notify the Clerk or designate when the bunker, electronics or recycling bins require emptying, preferably one week before they reach capacity;
- Notify the Clerk in advance when waste needs to be pushed and covered;
- Ensure brush and burnable materials are not brought into the site during a fire ban;
- Monitor share shed usage to ensure no unwanted or hazardous items are left;
- Promote sustainability of the landfill by educating users and encouraging proper methods of recycling and separation of goods;
- Report to the Clerk or designate any need for landfill management, pest control, PPE, signage, user compliance issues, unacceptable behaviour or fire hazards;
- Perform other duties as may be assigned and approved by both Councils.

# The Townships of Tarbutt and Johnson

In the event of a conflict or disagreement with a user, Attendants are to direct members of the public to contact the Clerk of Tarbutt Township.

## QUALIFICATIONS:

- Good interpersonal skills to deal with the public and contractors
- Minimum Grade 10 education
- Ability to read and write English
- Completion of Landfill Operator Training, or willingness to take training
- Must be self directed, take initiative and be able to work with minimal supervision
- Must be in good physical condition to lift, climb, shovel, rake, push
- Good time management skills to ensure all required work is completed each shift
- Knowledge and awareness of WHMIS and hazardous materials recognition
- First Aid certification and CPR would be a definite asset

## HOURS OF WORK

The Landfill is open Wednesday and Saturday each week. Hours vary by season.

Attendants must be able to work evenings and weekends.

The Attendant is responsible to ensure the landfill opens and closes on schedule.

## ADDITIONAL QUALIFICATIONS

- Good understanding of recycling and waste management principles.
- Must be able to stand for long periods of time while assisting users.
- Must be able to work outside year round in extreme heat, wet or cold conditions.
- Be able to direct, advise and assist users with proper disposal methods of materials.
- Ensure proper use and care of propane heater.
- Conflict Management skills would be useful to assist in dealing with the public.
- Ability to change priorities and adapt to quickly changing circumstances.
- Ability to work safely and be self directed with little or no supervision.

**Glenn Martin**

**From:** Carol Trainor <clerk@tarbutt.ca>
**Sent:** Tuesday, July 13, 2021 1:47 PM
**To:** Glenn Martin; Blaine Mersereau; McKinnon Farm
**Cc:** DARREN MCCLELLAND; ruth wigmore
**Subject:** Landfill Committee recommendation
**Attachments:** Landfill Attendant DRAFT.pdf

Agenda Item B4
Date: 7-21-21

Good afternoon:

In preparation for the Council meeting next week, the Tarbutt Council agenda will include an item related to submitting an application to the MECP to amend the Landfill C of A to allow the acceptance and use of non-hazardous contaminated soil for cover. Ideally, it would allow us to accept soil generated in the area between Sault Ste. Marie and Thessalon, and must have a clean TCLP.

It is my understanding that this has been discussed in the past but the application has never actually been done, or approval given.

The job description for the landfill attendant is attached. The Tarbutt personnel committee and members of the landfill committee are satisfied, and hope that it will also be approved by Johnson.

Also, the wages for the share shed attendant are on hold pending a decision from Johnson Council, if that could also be considered please. Tarbutt Council approved paying minimum wage to the share shed person for the hours the landfill is open each week, plus three additional hours per week for clean up and preparation, for a maximum 18 hours/week.

Lastly, share shed volunteers will be asked to sign a waiver which states that they are there on their own with no expectation for compensation, and that as a result of submitting their name, will be covered under Township insurance in the event of an accident or injury. Without being registered as a volunteer, they would not be entitled to claim any type of compensation should they get hurt.

Please don't hesitate to ask if you have any questions or concerns.

Thank you,
Carol.

Carol O. Trainor, A.M.C.T.
Clerk / Deputy Treasurer
The Township of Tarbutt
27 Barr Road S.
Desbarats, ON P0R 1E0
Ph: 705-782-6776

Agenda Item C1

Date: 7-21-21

**Attorney General**
McMurtry-Scott Building
720 Bay Street
11th Floor
Toronto ON M7A 2S9
Tel: 416-326-4000
Fax: 416-326-4007

**Procureur général**
Édifice McMurtry-Scott
720, rue Bay
11e étage
Toronto ON M7A 2S9
Tél.: 416-326-4000
Téléc.: 416-326-4007

Ontario

Our Reference #: M-2021-9473

June 18, 2021

Dear Heads of Council, Municipal Chief Administrative Officers and Clerks:

I am pleased to be writing you today to provide an update on modernization initiatives and court recovery in Ontario's *Provincial Offence Act* (POA) courts.

Summonses

O. Reg. 475/21 was filed on June 16, 2021 to permit provincial offences officers to serve Part III summonses on individuals within the province by registered mail, courier, or email. It also permits service on a recipient's licensed lawyer or paralegal (if any), with advance consent.

Section 39 of the POA provides that these methods of service will also be available to any person serving a witness summons.

This change will permit new efficiencies going forward and will help minimize health risks associated with in-person contact during the pandemic. The regulation can be viewed online.

Proclamation of POA Clerk Amendments

Bill 177, the *Stronger, Fairer Ontario Act (Budget Measures), 2017*, and Bill 229, *Protect, Support and Recover from COVID-19 Act (Budget Measures), 2020,* introduced amendments to the POA aimed at modernizing and streamlining POA court processes.

Effective November 1, 2021, the following amendments will come into force:

- Clerks of the court will grant, but not deny, an extension of time to pay a fine. If the clerk is not satisfied that the application should be granted, the clerk must forward the application to a justice of the peace to make the determination whether to grant or deny the request for an extension.

- Clerks of the court will review the POA ticket and, if the ticket is not defective as determined by regulation, enter a conviction and impose a set fine where a defendant has failed to respond to the ticket and is deemed not to dispute. The Attorney General has made a regulation prescribing the characteristics that make a certificate of offence defective. The regulation can be viewed online.

These amendments will significantly assist municipalities in recovering from the disruption of court operations created by the pandemic by freeing up judicial time and allowing municipal court staff to more quickly address the backlog of cases.

.../2

More details about these amendments are described in the appendix.

Updated POA Forms

The *COVID-19 Economic Recovery Act, 2020*, also amended the POA to further enable the enhanced use of remote appearances in POA proceedings.

Effective November 1, 2021, updated POA forms, including Offence Notices, Certificates of Offence, Part I Summons, Notice of Trial and Early Resolution Meeting Notices, will come into effect to reflect the availability of remote appearance methods for POA proceedings. In addition, Offence Notices will also advise the defendant that a clerk may enter a conviction against them, and that the defendant may apply to a justice for a review of their conviction.

Updated POA forms are posted on the Ontario Court Forms website.

POA Court Recovery

The Recovery Division and Court Services Division, acting on behalf of the Ministry of the Attorney General, continue to work closely with the Ontario Court of Justice (OCJ) on advancing virtual court appearances and the eventual resumption of in-person proceedings, when appropriate. The ministry continues to meet regularly with the OCJ, providing updates and guidance on POA recovery.

The collaborative partnership between justice partners and the ministry has been, and will continue to be, a fundamental principle of our success as we work together to build the most modern, efficient, and effective justice system attainable.

If you have any questions, or if you would like more information on these initiatives, please contact Ms. Wendy Chen, Manager of my ministry's POA Unit, by telephone at (437) 244-8733 or by email at JUS.G.MAG.POASupport@ontario.ca.

Thank you for your commitment to the administration of justice and supporting access to justice services for all Ontarians.

Sincerely,

Doug Downey
Attorney General

Enclosure

c: Ms. Wendy Chen, Manager POA Unit, Court Services Division,
Ministry of the Attorney General

APPENDIX "A"

*Proclamation of POA Clerk Amendments*

Currently, a defendant who is issued a ticket and fails to exercise an option on the back of the ticket (i.e., plead guilty by paying the fine, request an early resolution meeting with a prosecutor, where available, plead guilty with submissions as to penalty, or request a trial) within 15 days of being served with the ticket is deemed not to dispute the charge. A judicial official then reviews the ticket, and if it is "complete and regular on its face", a conviction is entered and the set fine is imposed, which becomes due after 15 days. Should a defendant require more time to pay the fine, they may make an application to a justice for an extension of time to pay.

Beginning November 1, 2021, clerks of the court, rather than justices of the peace, will have new responsibilities:

*Extension of Time to Pay Applications*

- Clerks of the court will grant, but not deny, an extension of time to pay a fine. If the clerk is not satisfied that the application should be granted, the clerk must forward the application to a justice of the peace to make the determination whether to grant or deny the request for an extension.

- To support this amendment, consequential amendments were made to provisions in both the *Municipal Act, 2001* and the *City of Toronto Act, 2006* that authorize the treasurer or an agent to give notice to a defendant of any part of a fine that remains unpaid for the contravention of a municipal business license by-law for the purposes of collecting the unpaid fine.

*Deemed not to Dispute Proceedings*

- Clerks of the court will review the POA ticket and, if the ticket is not defective as determined by regulation, enter a conviction and impose a set fine where a defendant has failed to respond to the ticket and is deemed not to dispute.

- The Attorney General has made a regulation prescribing the characteristics that make a certificate of offence defective. The regulation can be viewed online.

- Should the clerk of the court enter a conviction, the amendments give the defendant 15 days after becoming aware of the conviction to make an application to a justice to strike out the conviction. A justice would be required to strike the conviction if the justice is satisfied that the charging document is defective under the regulation or otherwise not complete or regular on its face.

Agenda Item C2

Date: 7-21-21

| | |
|---|---|
| Starting Year | 2021 |
| Starting Month | May |
| Ending Month | May |

# Police Services Board Report for Johnson

## Integrated Court Offence Network

May - 2021

| Criminal Code and Provincial Statutes Charges Laid | | | | | | |
|---|---|---|---|---|---|---|
| Offence Count | May - 2021 | | | Year to Date - May | | |
| | 2020 | 2021 | % Change | 2020 | 2021 | % Change |
| Highway Traffic Act | 22 | 0 | -100.0% | 147 | 54 | -63.3% |
| Criminal Code Traffic | 6 | 3 | -50.0% | 13 | 26 | 100.0% |
| Criminal Code Non-Traffic | 27 | 17 | -37.0% | 139 | 97 | -30.2% |
| Liquor Licence Act | 2 | 0 | -100.0% | 5 | 1 | -80.0% |
| Other Violations | 4 | 0 | -100.0% | 20 | 8 | -60.0% |
| | | | | | | |
| All violations | 61 | 20 | -67.2% | 324 | 186 | -42.6% |


| Traffic Related Charges | | | | | | |
|---|---|---|---|---|---|---|
| Offence Count | May - 2021 | | | Year to Date - May | | |
| | 2020 | 2021 | % Change | 2020 | 2021 | % Change |
| Speeding | 8 | 0 | -100.0% | 95 | 34 | -64.2% |
| Seatbelt | 2 | 0 | -100.0% | 3 | 0 | -100.0% |
| Impaired | 4 | 2 | -50.0% | 10 | 14 | 40.0% |
| Distracted | 0 | 0 | | 0 | 0 | |
| | | | | | | |
| All violations | 14 | 2 | -85.7% | 108 | 48 | -55.6% |


Integrated Court Offence Network data is updated on a monthly basis: Data could be as much as a month and a half behind

**Data Utilized**

Ministry of Attorney General, Integrated Court Offence Network

Integrated Court Offence Network Business Intelligence Cube

| | |
|---|---|
| **Detachment:** | 4B10 |
| **Data Source Date:** | 23-Jun-21 |
| **Report Generated On:** | 23-Jun-21 |
| **Report Generated By** | RY |

Agenda Item C3
Date: 7-21-21

Desbarats to Echo Bay Planning Board
*c/o Tarbutt Township Office*
*27 Barr Road South*
*R.R.#1 Desbarats, Ontario, P0R 1E0*
*phone: 705-782-6776*
*fax: 705-782-4274*

*Date: June 16th 2021*

*Subject: Township: Johnson*
*File # J2021-08*
*Applicant(s): Stan & Kim McHale*

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*Dear Mr. & Mrs. McHale,*

*This letter is further to the notice dated May 26th 2021 advising you of the decision to give a provisional consent in respect of the above-noted application.*
*Please be advised that the appeal period under subsection 53(19) of the Planning Act has expired and that no notice of appeal in respect of this decision was filed.*

*It is the applicant's responsibility to fulfil the conditions of provisional consent and to ensure that the required clearance letters are forwarded by the appropriate agencies to the Desbarats to Echo Bay Planning Board.*

*Yours truly,*

Jean Palmer
PB Admin

*Cc Johnson Township* ✓