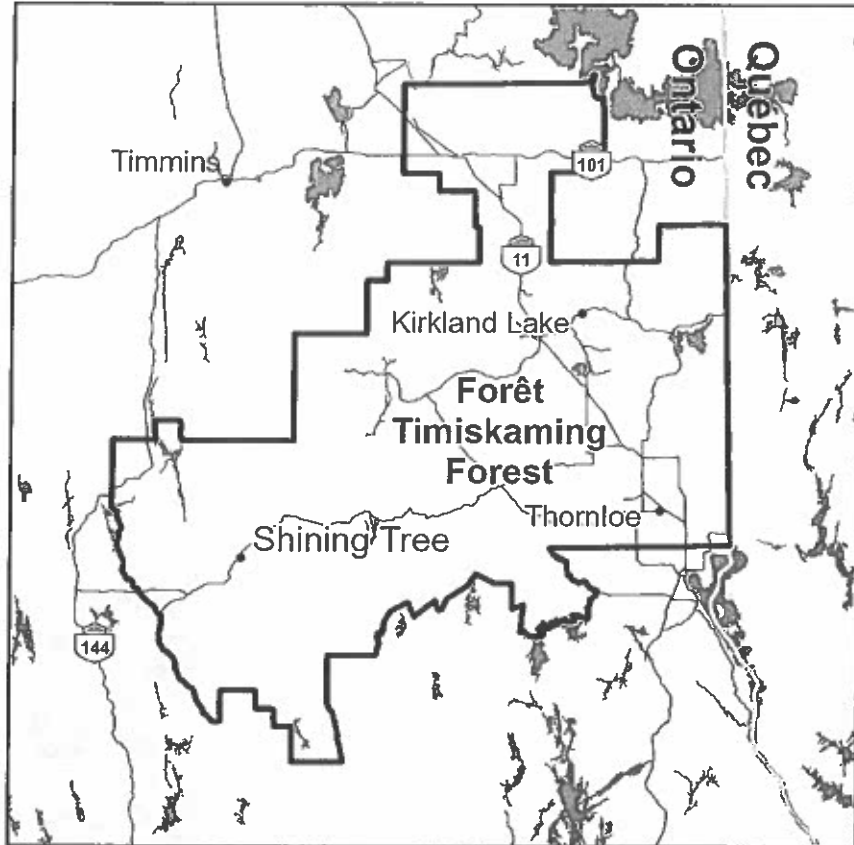


Inspection

#8 (a)

Inspection of 2025 – 2026 Annual Work Schedule for Timiskaming Forest

The April 1, 2025 – March 31, 2026 Annual Work Schedule (AWS) for the Timiskaming Forest is available for public viewing by contacting the Timiskaming Forest Alliance Inc., during normal business hours and on the Natural Resources Information Portal at <https://nrip.mnr.gov.on.ca/s/fmp-online> beginning March 15, 2025 and for the one-year duration of the AWS.



Scheduled Forest Management Operations

The AWS describes forest operations such as road construction, maintenance and decommissioning, forestry aggregate pits, harvest, site preparation, tree planting and tending that are scheduled to occur during the year.

More Information

For more information on the AWS, to arrange a virtual or in-person meeting with MNR staff to discuss the AWS or to request AWS summary information, please contact the MNR staff listed below:

For information on the rules for obtaining wood for personal use, please visit: ontario.ca/CrownLandWood. For commercial fuelwood opportunities, please contact the Forest Company listed below.

Camilla Rewucki, R.P.F.
Ministry of Natural Resources
Kirkland Lake Work Centre
201 – 145 Government Road West
Kirkland Lake, ON P2N 2E8
tel: 705-358-4361
e-mail: Camilla.rewucki@ontario.ca

Shay Yaskovitch, R.P.F.
Timiskaming Forest Alliance Inc.
c/o First Resource Management Group Inc.
280 Armstrong Street North, Suite 534, P.O. Box 867
New Liskeard, ON P0J 1P0
tel: 705-680-0033
e-mail: Shay.Yaskovitch@frmg.ca

Stay Involved

Further information on how to get involved in forest management planning and to better understand the stages of public consultation please visit:

ontario.ca/ForestManagement

Renseignements en français : Michel Rainville au 249 591-2185.



#10 (a)

Minutes of a Recreation Committee Meeting held on Tuesday February 4th, 2025, at 7:00 p.m.

1. Opening of Meeting by the Committee Chair / Ouverture de la réunion par le/la Président(e) du comité:

The Chair called the meeting to order at 7:00 p.m. and welcomed those in attendance.

2. Roll Call / Appel nominal:

<u>Attendance:</u>	<u>Present</u>	<u>Absent</u>
Chair Councillor Louanne Caza	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Co-Chair Councillor Francine Plante	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Paulette Paquet	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Alyson Nickel	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mary Walsh	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Bonita Culhane	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Deputy-Clerk: Melanie Jensen

Members of the Public: 0

3. Adoption of the Agenda and Addendum / Adoption de l'ordre du jour et de l'addenda.

Moved by Paulette Paquet

05/2025

Seconded by Mary Walsh

Agenda

THAT the agenda for the Recreation Committee Meeting held on February 4th, 2025 be adopted.

Carried

4. Disclosure of Pecuniary Interest / Déclaration d'intérêts pécuniaires: None

5. Minutes of Previous Meetings / Procès-verbal des réunions précédentes :

Moved by Paulette Paquet
Seconded by Mary Walsh

**06/2025
Minutes**

THAT the minutes of the Recreation Committee meeting held on January 7th, 2025, be adopted.

Carried

6. Matters arising from the minutes/Affaires découlant des procès-verbaux: None

7. Deputations / Délégations / Députations / Délégations : None

8. Correspondence, Information / Correspondance, Information: None

9. Members Update Reports / Rapports de mise à jour des membres :

-Report was given verbally and posted online.

10. New Business/ Nouvelles affaires:

a) Alcohol Policy / Rental Agreement Review:

Move by Alyson Nickel
Seconded by Mary Walsh

**07/2025
Alcohol Policy**

THAT the Recreation Committee accepts the Alcohol Policy with all amendments and forwards it to Council for final approval.

Carried

b) Valentine's Day Craft: Members discussed some details for this event.

c) March Break: Members discussed different activities for the March Break. More information to follow.

d) Easter: Members discussed an Easter Event and will go more into detail at the next meeting in March.

e) Spring Clean-Up: Members discussed doing spring clean-up in the community centre.

f) Painting: Members discussed finishing the painting at the community centre.

g) Inventory List: Members discussed updating the inventory list as they have got lots of new inventory.

h) **Operational Manuals:** Chair Councillor Caza had questions on the manual and she will start it and bring it back to the committee.

11. a) **Submitted Questions / Questions soumises : None**
b) **Audience Questions / Questions de l'auditoire : None**

A question period was held.

12. **Closed Meeting/ Réunion à huis clos: None**

13. **Adjournment / Clôture de l'assemblée:**

Moved by Paulette Paquet
Seconded by Mary Walsh

08/2025
Adjournment

THAT this meeting be adjourned at 7:34 p.m.



Chair – Councillor Louanne Caza

#10 (b)



ADR
CHAMBERS

**Integrity Commissioner Office
for the Township of McGarry**

CHARLES HARNICK
Integrity Commissioner
Township of McGarry
integrity@adr.ca

February 26, 2025

Sent via Email:

Karine Pelletier
Township of McGarry
Township Clerk/Treasurer
27 Webster Street, PO Box 99
Virginiatown, ON P0K 1X0

Dear Ms. Pelletier:

**Re: File No.: IC-35413-0225: Township of McGarry - Integrity Commissioner Annual Report
Operating Period July 8, 2023 - July 7, 2024**

Thank you for the opportunity to act as the Integrity Commissioner for the Township of McGarry (the "Township") over the past year. In accordance with the terms of the Agreement between the Township and ADR Chambers, and pursuant to section 223.6(1) of the *Municipal Act, 2001*, we are providing our annual report for the operating period of July 8, 2023 to July 7, 2024.

As you know, the Integrity Commissioner's role is to help Members of Council ("Members") ensure that they are performing their functions in accordance with the Township's Council Code of Conduct (the "Code") and the *Municipal Conflict of Interest Act* (the "MCIA"). The Integrity Commissioner is available to educate and provide advice to Members on matters governing their ethical behaviour and compliance with the Township's Code and the MCIA.

The Integrity Commissioner is also responsible for receiving, assessing, and investigating appropriate complaints respecting alleged breaches of the Code or the MCIA.

Complaints

During this operating period no Code of Conduct or MCIA complaints were filed.

Requests for Advice

One request for advice was received during this operating period. The details relating to this request for advice are kept confidential in accordance with section 223.5 of the *Municipal Act, 2001*.

Education

During this operating period, the Integrity Commissioner presented an education seminar to Council about the Code of Conduct, the role of the Integrity Commissioner and a review of the MCIA – the billings for which will be noted in the next annual report.

Billings

In accordance with our contract with the Township, the billings for the operating period, commencing July 8, 2023 and ending July 7, 2024, totaled \$1,632.85.

Final Comments

We look forward to assisting the Township and its Members in contending with the issues that may arise in connection with the administration of its Code in the coming year.

Yours very truly,

A handwritten signature in black ink, appearing to read "Charles Harnick".

Charles Harnick
Office of the Integrity Commissioner for the Township of McGarry



Northumberland County

Council Resolution

#10 (c)

SENT VIA EMAIL

February 25, 2025

Right Hon. Justin Trudeau (Prime Minister of Canada)
Hon. Melanie Joly, (Minister of Foreign Affairs),
Hon. Nate Erskine-Smith (Minister of Housing, Infrastructure and Communities),
Hon. Doug Ford (Premier of Ontario and Leader of the Progressive Conservative Party),
Marit Stiles (Leader of the Ontario New Democratic Party),
Bonnie Crombie (Leader of the Ontario Liberal Party),
Mike Schreiner (Leader of the Ontario Green Party),
Ontario's Minister of Economic Development, Job Creation and Trade,
Ontario's Minister of Municipal Affairs and Housing,
Rebecca Bligh (President, FCM and Councillor, City of Vancouver),
Robin Jones (President, AMO and Mayor of Westport),
Christa Lowry (Chair, Rural Ontario Municipal Association),
Jeff Leal (Chair, Eastern Ontario Leadership Council),
John Beddows (Chair, Eastern Ontario Mayors' Caucus),
All regional Members of Canadian Parliament,
All candidates running as Ontario Members of Parliament,
All of Ontario Municipalities

Re: Correspondence, Eastern Ontario Wardens' Caucus 'Canadian and Ontario Governments Negotiations with the United States Government on Trade Tariffs'

At a meeting held on February 19, 2025 Northumberland County Council approved Council Resolution # 2025-02-19-134, adopting the below recommendation:

Moved by: Councillor Scott Jibb

Seconded by: Councillor John Logel

"That County Council support the correspondence from the Eastern Ontario Wardens' Caucus (EOWC) regarding 'Canadian and Ontario Governments Negotiations with the United States Government on Trade Tariffs', and direct staff to send a copy of the resolution to:

- The Right Hon. Justin Trudeau (Prime Minister of Canada),
- Hon. Melanie Joly (Minister of Foreign Affairs),
- Hon. Nate Erskine-Smith (Minister of Housing, Infrastructure and Communities),

- Hon. Doug Ford (Premier of Ontario and Leader of the Progressive Conservative Party),
- Marit Stiles (Leader of the Ontario New Democratic Party),
- Bonnie Crombie (Leader of the Ontario Liberal Party),
- Mike Schreiner (Leader of the Ontario Green Party),
- Ontario's Minister of Economic Development, Job Creation and Trade,
- Ontario's Minister of Municipal Affairs and Housing,
- Rebecca Bligh (President, FCM and Councillor, City of Vancouver),
- Robin Jones (President, AMO and Mayor of Westport),
- Christa Lowry (Chair, Rural Ontario Municipal Association),
- Jeff Leal (Chair, Eastern Ontario Leadership Council),
- John Beddows (Chair, Eastern Ontario Mayors' Caucus),
- All regional Members of Canadian Parliament,
- All candidates running as Ontario Members of Parliament,
- All of Ontario's municipalities.

Council Resolution # 2025-02-19-134

Carried

If you have any questions regarding this matter, please do not hesitate to contact the undersigned at matherm@northumberland.ca or by telephone at 905-372-3329 ext. 2238.

Sincerely,
Maddison Mather



Manager of Legislative Services / Clerk
Northumberland County

Council Resolution

Moved By S. [Signature]

Seconded By J. [Signature]

Agenda
Item 8.a

Resolution Number
2025-02-19- 134

Council Date: February 19, 2025

"That County Council support the correspondence from the Eastern Ontario Wardens' Caucus (EOWC) regarding 'Canadian and Ontario Governments Negotiations with the United States Government on Trade Tariffs', and direct staff to send a copy of the resolution to:

- The Right Hon. Justin Trudeau (Prime Minister of Canada),
- Hon. Melanie Joly (Minister of Foreign Affairs),
- Hon. Nate Erskine-Smith (Minister of Housing, Infrastructure and Communities),
- Hon. Doug Ford (Premier of Ontario and Leader of the Progressive Conservative Party),
- Marit Stiles (Leader of the Ontario New Democratic Party),
- Bonnie Crombie (Leader of the Ontario Liberal Party),
- Mike Schreiner (Leader of the Ontario Green Party),
- Ontario's Minister of Economic Development, Job Creation and Trade,
- Ontario's Minister of Municipal Affairs and Housing,
- Rebecca Bligh (President, FCM and Councillor, City of Vancouver),
- Robin Jones (President, AMO and Mayor of Westport),
- Christa Lowry (Chair, Rural Ontario Municipal Association),
- Jeff Leal (Chair, Eastern Ontario Leadership Council),
- John Beddows (Chair, Eastern Ontario Mayors' Caucus),
- All regional Members of Canadian Parliament,
- All candidates running as Ontario Members of Parliament,
- All of Ontario's municipalities.

Recorded Vote
Requested by

Councillor's Name

Deferred

Warden's Signature

Carried

Warden's Signature

Defeated

Warden's Signature

Resolution: EOWC Support of Canadian and Ontario Governments' Negotiations with the United States Government on Trade Tariffs

Moved by: Corinna Smith-Gatcke, Warden of the United Counties of Leeds & Grenville
Seconded by: Steve Ferguson, Vice-Chair, EOWC / Mayor of Prince Edward County

Whereas the Canadian government is currently in negotiations with the United States (U.S.) government on their proposed 25% tariffs on Canadian goods exported to the U.S.; and

Whereas Canada's Prime Minister and Ontario's Premier have outlined several plans to combat the impact that the proposed tariffs would have on Ontario which focus on strengthening trade between Ontario and the U.S. while bringing jobs back home for workers on both sides of the border; and

Whereas the Canadian government has also outlined several ways to address the current relationship with the U.S. including establishing the Council on Canada-U.S. relations to support the federal government as it negotiates with the U.S. on tariffs; and

Whereas trade between Ontario and the U.S. is very important to our residents and local economies, and requires all levels of government to work together in the best interest of those residents; and

Whereas according to data from the Association of Municipalities of Ontario, across Ontario municipalities are expected to spend between \$250 and \$290 billion on infrastructure in the next 10 years; and

Whereas Ontario municipalities have traditionally treated trade partners equally and fairly in all procurements in accordance with our established international trade treaties; and

Whereas municipalities play a crucial role as part of the Team Canada approach to combat tariffs and support businesses in our procurement for capital and infrastructure programs; and

Whereas there are trade barriers between Canadian provinces and territories.

Therefore, be it resolved that the Eastern Ontario Wardens' Caucus supports the Canadian and Ontario governments on the measures they have put in-place in response to the proposed U.S. tariffs on Canadian goods and ask that they take any and all measures to protect the interests of Ontario in any upcoming trade negotiations, and ensure municipalities are part of the coordinated Team Canada approach;

And that the Canadian and Ontario governments remove any impediments to municipalities preferring Canadian companies and services for capital projects and other supplies;

And that the Canadian and Ontario governments take action to remove trade barriers between provinces as a response to U.S. tariffs and support Canadian businesses;

And that the Canadian and Ontario governments remove all legislative barriers that impact the ability to buy local, and indemnify municipalities should there be challenges to buying Canadian;

And that the Canadian and Ontario governments continue to invest in infrastructure to provide stability, jobs, and support our communities' social and economic prosperity over the long-term.

Be it further resolved, that copies of this motion be sent to:

- The Right Hon. Justin Trudeau, Prime Minister of Canada
- The Hon. Melanie Joly, Minister of Foreign Affairs
- The Hon. Nate Erskine-Smith, Minister of Housing, Infrastructure and Communities
- Doug Ford, Leader of the Progressive Conservative Party
- Marit Stiles, Leader of the Ontario New Democratic Party
- Bonnie Crombie, Leader of the Ontario Liberal Party
- Mike Schreiner, Leader of the Ontario Green Party
- Ontario's Minister of Economic Development, Job Creation and Trade
- Ontario's Minister of Municipal Affairs and Housing
- Rebecca Bligh, President, FCM and Councillor, City of Vancouver
- Robin Jones, President, AMO and Mayor of Westport
- Christa Lowry, Chair, Rural Ontario Municipal Association
- Jeff Leal, Chair, Eastern Ontario Leadership Council
- John Beddows, Chair, Eastern Ontario Mayors' Caucus
- All regional Members of Canadian Parliament
- All candidates running as Ontario Members of Parliament
- All of Ontario's municipalities for their support

Carried

A handwritten signature in cursive script that reads "Bonnie Clark".

Chair Bonnie Clark, EOWC

February 10, 2025



#10 (d)

Township of McGarry REPORT TO COUNCIL

Report Title:	Vested properties minimum tender amount
Prepared By:	Karine Pelletier
Date:	March 2025

A Tax Sale was held on November 20, 2024 and only one property received a successful bid. At the January meeting, Council directed the Clerk to vest the remaining properties into the Township's name and write off the taxes pursuant to section 354(2) and (3) of the Municipal Act, 2001 and charge back to the upper tier, school board, or any other levying body for which the municipality collects taxes, its proportionate share of the unpaid taxes that are written off (subsection 353(3)).

The remaining properties are now owned by the Township and the municipality can now offer the property at a Minimum Tender Amount that might be more attractive to purchasers.

The properties will have to be declared surplus before they can be offered to the public as per our Sale of land procedure.

Below is a list of the properties to be declared surplus and the minimum bid that will need to be determined.

List of properties and Starting minimum bid

2 Cockeram Street	-	To be determined (house on property)
58 – 60 Connell Avenue	-	To be determined (building on property)
13 Reddick Avenue	-	To be determined (house on property)
51 Colville Street	-	Minimum bid \$6,000.00

Also, the successful bidders will be responsible for any legal fees, disbursements, land transfer tax or other related costs associated with the sale of each property, which includes the legal fees and disbursements of the Township.

Respectfully Submitted by:

Karine Pelletier, Clerk-Treasurer



Prepared By: The Ontario Clean Water Agency

Prepared for: The Township of McGarry

SYSTEM OVERVIEW

October 1 to December 31, 2024

HIGHLIGHTS

Virginiatown-Kearns Drinking Water System

- Looking at the Langelier Index, which is an indicator of corrosivity, through jar testing which will guide process changes at the plant. We have recommended they install a corrosion control system in order to reduce the negative impacts to infrastructure. Adjusting the pH of the water could save the township a significant amount of money and time in water main repairs and replacement. OCWA is compiling information to provide to the Township and await a final decision for corrosion control measures.

McGarry Wastewater Treatment Lagoon

- Leakages and cracks around control gates in-between lagoon cells are causing short-circuits effecting laboratory results on effluent quality. Corrective maintenance is planned and scheduled in coordination with township workers/supervisors.

CAPITAL PLAN PROGRESS

The list of approved capital expenditures for 2024 was provided by the Township. Approved items are in the planning stages if not already underway.

Status of capital work for this quarter of 2024 is captured in Appendix A

INCIDENTS

Virginiatown DWS:

- | | |
|-------------|---|
| October 8 | AWQI 166607 – Loss of Pressure (LOP) during construction resulted in 29 homes being affected. |
| October 16 | AWQI 166658 – LOP, isolation of a water main due to construction. |
| October 24 | AWQI 166736 – LOP, due to water main isolation for a main break event, 19 homes affected. |
| November 11 | AWQI 166876 – LOP, Distribution work required, section of water main was isolated affecting 21 homes. |
| December 11 | AWQI 167054 – LOP, Isolation of water main required to complete service line repairs. |

McGarry Lagoon:

No events or exceedances to report in reporting period.

COMPLAINTS

No complaints were documented this quarter.

CALL-OUT SUMMARY

Number of Call-outs this Quarter:	1
Total Call-outs to Date (2024):	5
Annual Call-out Allowance:	8
Details of the Call-outs:	Refer to Appendix B for a call-out summary, if applicable

Note: Not all call backs are billed to the Owner; depends on the nature of the call.

REGULATORY

Inspections

- There were no regulatory inspections during the quarter

Quality & Environmental Management System (QEMS)

- An Internal audit was performed on November 14 by OCWA as part of DWQMS.

Sampling, Testing and Monitoring

- Refer to Appendix B for Quarterly Data Summaries.

Reporting

- No reporting was required this quarter.

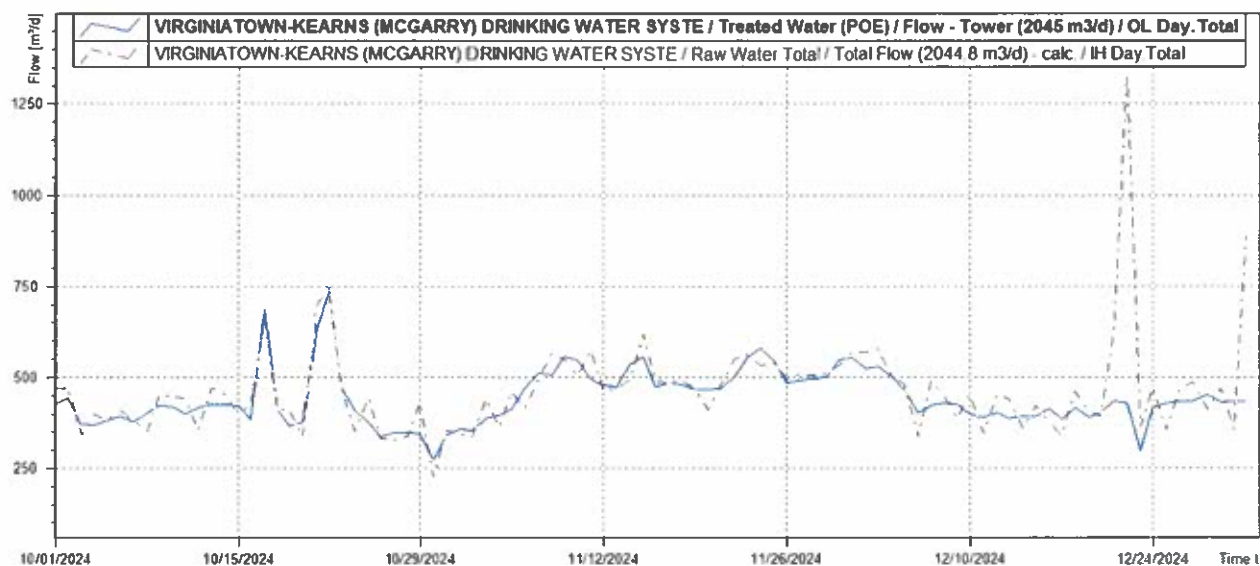
FLOW SUMMARIES

Virginiatown-Kearns Water Treatment Plant (Tower Flows)

	Total Raw Flows (m³)	Total Treated Flows (m³)	Average Daily Treated Flow (m³/d)	Maximum Treated Flow (m³/d)
October	13,157	12,940	417	740
November	14,655	14,574	486	581
December	15,025	13,252	427	553
Compliance	-	-	-	2,045

Raw Flow versus Treated Flow

October 1 to December 31, 2024

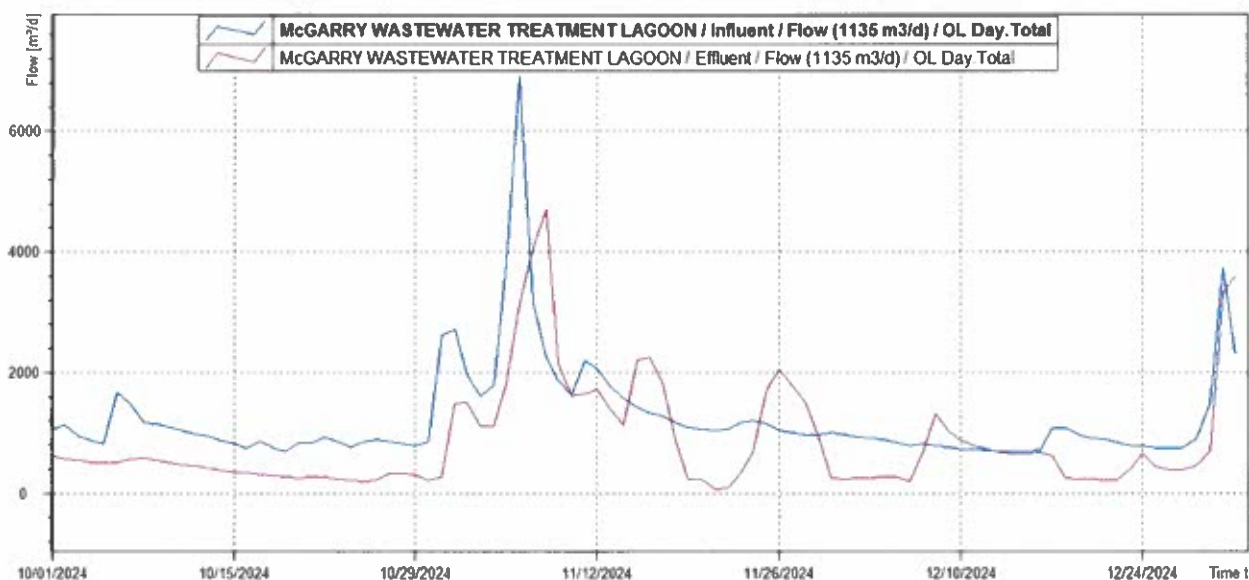


McGarry Lagoon

Year	Total Effluent Flow (m³)	Total Influent Flow (m³)	Maximum Influent Flow (m³/d)	Average Daily Influent Flow (m³/d)
October	11,770	31,086	2,626	1,003
November	45,597	53,367	6,912	1,779
December	21,544	30,639	3,731	988
Compliance	-	-	-	1,135

Influent Flow versus Effluent Flow

October 1 to December 31, 2024





HEALTH AND SAFETY

- All safety equipment at the plant was checked monthly to ensure that they are in good working order.
- Health and Safety Training/Sessions completed this quarter include:
 - ✓ Lockout/Tagout Program Training
 - ✓ Asbestos Awareness
 - ✓ Holiday Safety



APPENDIX A

Capital Plan Progress

Capital Plan Progress Update (based on information kept on file by Eric Nielson, Regional Hub Manager)

Project Number	Project Name	Maximo WO#	Capital Letter	Estimated Completion Date	Billing Date	Quotation	Billed Revenue
MCGARN5085-23ZZ	capital work				26-Feb-24		\$308.85
MCGARN5085-23ZZ	capital work				30-May-24		\$1,590.46
MCGARN1022-23ZZ	capital work				26-Feb-24		\$17,940.03
MCGARN5085-23ZZ	non-routine sampling 2023	3204689			30-May-24		\$4,423.14
MCGARN5085-24ZZ	tower pumphouse comm failure	3761705	no		30-May-24		\$1,960.00
MCGARN1022-23ZZ	pro-mag flow meter	3526924	yes		30-May-24		\$1,766.01
MCGARN1022-23ZZ	rebuild jockey pump and keep as spare	3575875	yes		30-May-24	\$22,000	\$16,544.28
MCGARN5085-24ZZ	replace chlorine analyzer	3952868	yes		11-Sep-24	\$12,000	\$9,794.91
MCGARN1022-24ZZ	soft start for lagoon effluent pump	3806922	yes		11-Sep-24	\$1,100	\$1,087.29
MCGARN1022-24ZZ	card for Kearns PS starter	3764998	yes		11-Sep-24	\$4,100	\$3,271.45
MCGARN5085-24ZZ	water main break 28th street	3847867	no	March	11-Sep-24	\$800	\$750.81
MCGARN5085-24ZZ	water main break March 29	3851777	no	March	11-Sep-24	\$1,100	\$3,487.27

MCGARN5085-24ZF	lifting device inspections	3901441	yes	April	11-Sep-24	\$ 700	\$700.00
MCGARN5085-24ZZ	genset maintenance	3949735	yes	June	11-Sep-24	\$2,000	\$2,305.66
MCGARN5085-24ZZ	additional sampling	3802562	no		1-Oct-24	\$500	\$2,034.76
MCGARN1022-24ZF	Godwin pump mobilize for flooding	3904407	no		24-Oct-24	\$3,600	\$3,663.36
MCGARN5085-24AS	Tower inspection	4090505	yes		5-Dec-24	\$500	\$591.25
MCGARN1022-24ZZ	auto sampler replacement	4141820	yes	October	5-Dec-24	\$12,000	\$12,153.17
MCGARN1022-24ZZ	markers and pens for chart recorders	4237748	yes	November	5-Dec-24		\$163.10
MCGARN5085-24ZZ	third party DWQMS audit	4193634	yes	October	18-Dec-24	\$1,300	\$1,018.11
MCGARN5085-24AS	BWA 166445	4195511	no	October	18-Dec-24	\$500	\$231.60
MCGARN5085-24ZZ	capital work				31-Dec-24		\$7,566.65
MCGARN1022-24ZZ	capital work				31-Dec-24		\$1,918.21
MCGARN5085-24ZZ	tower chlorine analyzer install	4052164	yes		31-Dec-24	\$500	\$1,490.00
PEDCON5085-24AC	sampling for Pederson project	4144850	no		31-Dec-24	\$5,600	\$5,245.57
MCGARY5085-21OM	chemical upset limit				31-Dec-24		\$10,048.25

APPENDIX B

Call Out Summary



Work Order Call Back Details Report

4333017: ALARM -WTP PumpHouse Power Failure 5085

Asset: 0000090360 PANEL TRANSFER 01 GENSET
Location: 5085-WTMG-F 5085, McGarry WTP Pump House, Facility

Page Time:	12/31/2024 04:45 PM	Site:	OCWASITE
Arrive time:	12/31/2024 05:00 PM	Priority:	5
Leave time:	12/31/2024 10:00 PM	Work Type:	CALL
Finish Time:	12/31/2024 10:00 PM	Status:	COMP
Report Date:	1/3/25	Classification	REFURBISH/REPLACE
Reported By:	Steven Gerl		
Supervisor:		GL Account:	MCGARY5085-210M

Actual Labor	Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR		Steven Gerl	00:00	05:00

Log	Date	Created By	Description
	1/3/25	Steven Gerl	ALARM -WTP PumpHouse Power Failure 5085
The hydro power failed at the PumpHouse. I called Hydro One to repair. They had to change the transformers. they restored the hydro. restart the Well pump run Normal function resumed.			

APPENDIX C

Quarterly Data Summaries

VIRGINIATOWN-KEARNS (McGarry) DRINKING WATER SYSTEM

Quarterly Data Report

Q4: October 1 to December 31, 2024

Virginiatown-Kearns Drinking Water System		October	November	December	Compliance
Flows					
Total Raw Flow - Max. Daily Volume	m ³ /d	746	619	1,332	Max. = 2044.8
Well 1 Flow - Maximum Daily Volume	m ³ /d	746	619	1,332	Max. = 2044.8
Well 1 Flow - Maximum Flow Rate	L/min	1,377	1,404	1,375	Max. = 1420
Well 2 Flow - Maximum Daily Volume	m ³ /d	128	127	290	Max. = 1500
Well 2 Flow - Maximum Flow Rate	L/min	1,082	1,090	1,104	Max. = 1105
Tower Flow - Maximum Daily Volume	m ³ /d	739	580	553	Max. = 2045
Raw Water					
Well 1 Total Coliforms - Maximum	c/100mL	0	0	0	N/A
Well 1 <i>E.coli</i> - Maximum	c/100mL	0	0	0	N/A
Well 2 Total Coliforms - Maximum	c/100mL	0	0	0	N/A
Well 2 <i>E.coli</i> - Maximum	c/100mL	0	0	0	N/A
Well 1 Turbidity - Maximum	NTU	0.28	0.18	0.39	N/A
Well 2 Turbidity - Maximum	NTU	2.47	0.53	0.16	N/A
Treated Water					
Free Chlorine Residual - Minimum	mg/L	1.29	1.50	1.16	Min. = 0.10 (CT) ¹
Total Coliforms - Maximum	c/100mL	0	0	0	Max. = 0
<i>E. coli</i> - Maximum	c/100mL	0	0	0	Max. = 0
Nitrate	mg/L	0.10	-	-	Max. = 10
Nitrite	mg/L	<0.01	-	-	Max. = 1
Distribution Water					
Free Chlorine Residual - Minimum	mg/L	0.60	0.87	0.98	Min. = 0.05
Total Coliforms - Maximum	c/100mL	0	0	0	Max. = 0
<i>E. coli</i> - Maximum	c/100mL	0	0	0	Max. = 0
Trihalomethanes (THMs)	µg/L	2.9	-	-	N/A
Running average	ug/L	3.1	-	-	Max. = 100 µg/L ²
Haloacetic Acids (HAAs)	µg/L	13	-	-	N/A

VIRGINIATOWN-KEARNS (McGarry) DRINKING WATER SYSTEM Quarterly Data Report

Q4: October 1 to December 31, 2024



Virginiatown-Kearns Drinking Water System	October	November	December	Compliance
Running average ug/L	10	-	-	Max. = 80 µg/L ³
Lead – Maximum µg/L	2025/26	-	-	Max. = 10 µg/L ⁴
Alkalinity - Maximum mg/L	72	-	-	N/A ⁵

Notes:

- ¹ CT is the concentration of chlorine in the water times the time of contact that the chlorine has with the water. It is used to demonstrate the level of disinfection treatment in the water. CT calculations are performed for the Virginiatown-Kearns water plant if the free chlorine residual level drops below 0.10 mg/L to ensure primary disinfection is achieved. Primary disinfection was achieved this quarter.
- ² Maximum Allowable Concentration (MAC) for Trihalomethanes (THMs) = 100 ug/L (Four Quarter Running Average).
- ³ Maximum Allowable Concentration (MAC) for Haloacetic Acids (HAAs) = 80 ug/L (Four Quarter Running Average).
- ⁴ Lead testing required every 3 years.
- ⁵ Alkalinity testing required twice per year. Sampling is done in March/April and September/October of each year.

McGARRY WASTEWATER SYSTEM

Quarterly Data Report

Q4: October 1 to December 31, 2024

McGarry Waste Water System		October	November	December	Compliance
Flows					
Influent – Average Daily Flow	m ³ /d	1,003	1,779	988	Average = 1135
Influent – Maximum Daily Flow	m ³ /d	2,626	6,912	3,731	N/A
Effluent – Average Daily Flow	m ³ /d	380	1,517	695	Average = 1135
Effluent – Maximum Daily Flow	m ³ /d	627	4,705	3,603	N/A
Influent					
BOD ₅ – Average	mg/L	1.0	3.9	2.2	N/A
Total Kjeldahl Nitrogen (TKN) – Average	mg/L	3.4	1.8	2.0	N/A
Total Phosphorus (TP) – Average	mg/L	0.25	0.14	0.29	N/A
Total Suspended Solids (TSS) – Average	mg/L	1.0	7.0	26.0	N/A
Effluent					
cBOD ₅ – Average	mg/L	0.78	1.23	2.45	Monthly Average = 25
cBOD ₅ Loading	kg/d	0.29	1.52	1.15	Monthly Average = 28.4
TSS – Average	mg/L	2.10	2.55	4.59	Monthly Average = 25
TSS Loading	kg/d	0.77	3.29	2.04	Monthly Average = 28.4
TP – Average	mg/L	0.36	0.26	0.31	Monthly Average = 0.5
TP Loading	kg/d	0.15	0.30	0.13	Monthly Average = 0.6
Total Ammonia Nitrogen (TAN) – Average	mg/L	<0.02	0.04	1.17	Monthly Average = 5
TAN Loading	kg/d	<0.01	0.05	0.48	Monthly Average = 5.7

Prepared By: The Ontario Clean Water Agency

Prepared for: The Township of McGarry

SYSTEM OVERVIEW

October 1 to December 31, 2024

HIGHLIGHTS

Virginiatown-Kearns Drinking Water System

- Looking at the Langelier Index, which is an indicator of corrosivity, through jar testing which will guide process changes at the plant. We have recommended they install a corrosion control system in order to reduce the negative impacts to infrastructure. Adjusting the pH of the water could save the township a significant amount of money and time in water main repairs and replacement. OCWA is compiling information to provide to the Township and await a final decision for corrosion control measures.

McGarry Wastewater Treatment Lagoon

- Leakages and cracks around control gates in-between lagoon cells are causing short-circuits effecting laboratory results on effluent quality. Corrective maintenance is planned and scheduled in coordination with township workers/supervisors.

CAPITAL PLAN PROGRESS

The list of approved capital expenditures for 2024 was provided by the Township. Approved items are in the planning stages if not already underway.

Status of capital work for this quarter of 2024 is captured in Appendix A

INCIDENTS

Virginiatown DWS:

- | | |
|-------------|---|
| October 8 | AWQI 166607 – Loss of Pressure (LOP) during construction resulted in 29 homes being affected. |
| October 16 | AWQI 166658 – LOP, isolation of a water main due to construction. |
| October 24 | AWQI 166736 – LOP, due to water main isolation for a main break event, 19 homes affected. |
| November 11 | AWQI 166876 – LOP, Distribution work required, section of water main was isolated affecting 21 homes. |
| December 11 | AWQI 167054 – LOP, Isolation of water main required to complete service line repairs. |

McGarry Lagoon:

No events or exceedances to report in reporting period.

COMPLAINTS

No complaints were documented this quarter.

CALL-OUT SUMMARY

Number of Call-outs this Quarter:	1
Total Call-outs to Date (2024):	5
Annual Call-out Allowance:	8
Details of the Call-outs:	Refer to Appendix B for a call-out summary, if applicable

Note: Not all call backs are billed to the Owner; depends on the nature of the call.

REGULATORY

Inspections

- There were no regulatory inspections during the quarter

Quality & Environmental Management System (QEMS)

- An Internal audit was performed on November 14 by OCWA as part of DWQMS.

Sampling, Testing and Monitoring

- Refer to Appendix B for Quarterly Data Summaries.

Reporting

- No reporting was required this quarter.

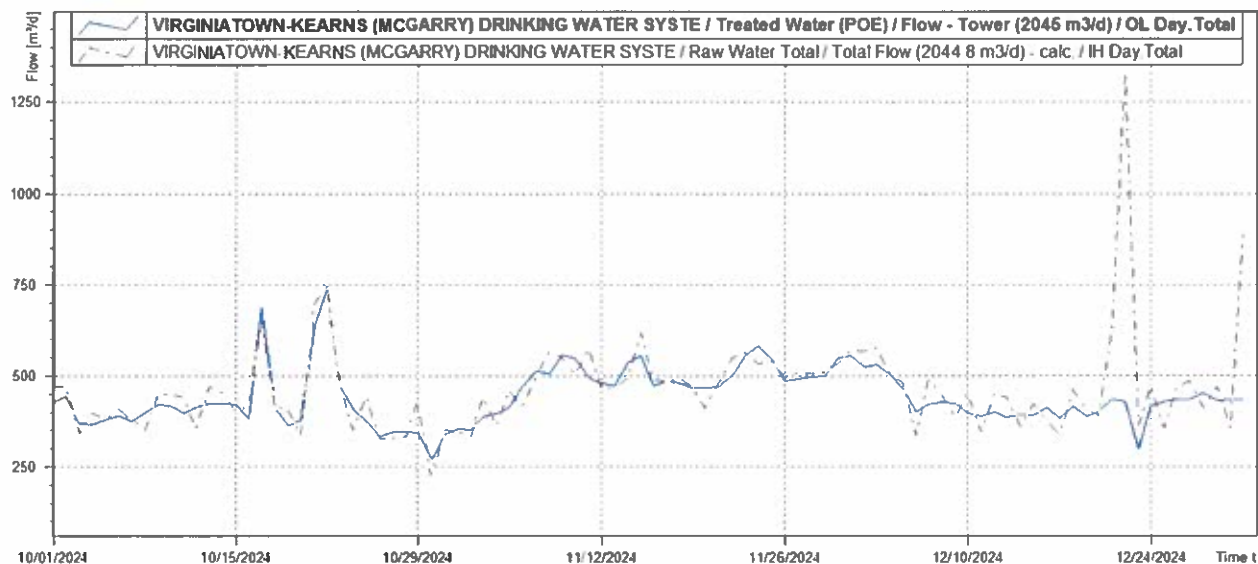
FLOW SUMMARIES

Virginiatown-Kearns Water Treatment Plant (Tower Flows)

	Total Raw Flows (m ³)	Total Treated Flows (m ³)	Average Daily Treated Flow (m ³ /d)	Maximum Treated Flow (m ³ /d)
October	13,157	12,940	417	740
November	14,655	14,574	486	581
December	15,025	13,252	427	553
Compliance	-	-	-	2,045

Raw Flow verses Treated Flow

October 1 to December 31, 2024

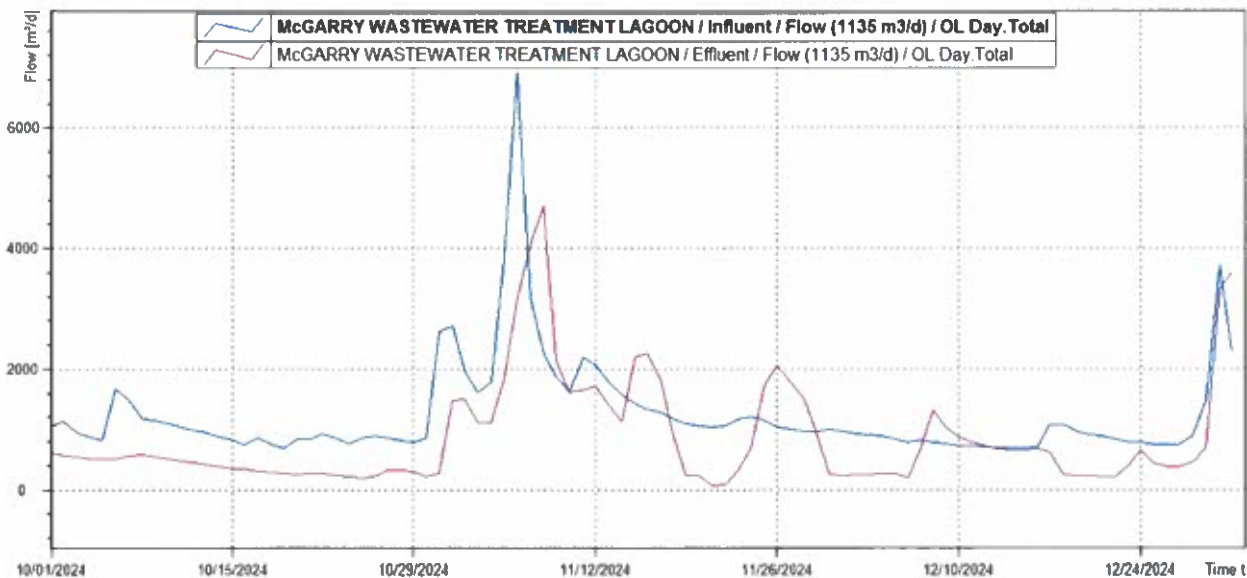


McGarry Lagoon

Year	Total Effluent Flow (m³)	Total Influent Flow (m³)	Maximum Influent Flow (m³/d)	Average Daily Influent Flow (m³/d)
October	11,770	31,086	2,626	1,003
November	45,597	53,367	6,912	1,779
December	21,544	30,639	3,731	988
Compliance	-	-	-	1,135

Influent Flow verses Effluent Flow

October 1 to December 31, 2024





HEALTH AND SAFETY

- All safety equipment at the plant was checked monthly to ensure that they are in good working order.
- Health and Safety Training/Sessions completed this quarter include:
 - ✓ Lockout/Tagout Program Training
 - ✓ Asbestos Awareness
 - ✓ Holiday Safety



APPENDIX A

Capital Plan Progress

Capital Plan Progress Update (based on information kept on file by Eric Nielson, Regional Hub Manager)

Project Number	Project Name	Maximo WO#	Capital Letter	Estimated Completion Date	Billing Date	Quotation	Billed Revenue
MCGARN5085-23ZZ	capital work				26-Feb-24		\$308.85
MCGARN5085-23ZZ	capital work				30-May-24		\$1,590.46
MCGARN1022-23ZZ	capital work				26-Feb-24		\$17,940.03
MCGARN5085-23ZZ	non-routine sampling 2023	3204689			30-May-24		\$4,423.14
MCGARN5085-24ZZ	tower pumphouse comm failure	3761705	no		30-May-24		\$1,960.00
MCGARN1022-23ZZ	pro-mag flow meter	3526924	yes		30-May-24		\$1,766.01
MCGARN1022-23ZZ	rebuild jockey pump and keep as spare	3575875	yes		30-May-24	\$22,000	\$16,544.28
MCGARN5085-24ZZ	replace chlorine analyzer	3952868	yes		11-Sep-24	\$12,000	\$9,794.91
MCGARN1022-24ZZ	soft start for lagoon effluent pump	3806922	yes		11-Sep-24	\$1,100	\$1,087.29
MCGARN1022-24ZZ	card for Kearns PS starter	3764998	yes		11-Sep-24	\$4,100	\$3,271.45
MCGARN5085-24ZZ	water main break 28th street	3847867	no	March	11-Sep-24	\$800	\$750.81
MCGARN5085-24ZZ	water main break March 29	3851777	no	March	11-Sep-24	\$1,100	\$3,487.27

MCGARN5085-24ZF	lifting device inspections	3901441	yes	April	11-Sep-24	\$700	\$700.00
MCGARN5085-24ZZ	genset maintenance	3949735	yes	June	11-Sep-24	\$2,000	\$2,305.66
MCGARN5085-24ZZ	additional sampling	3802562	no		1-Oct-24	\$500	\$2,034.76
MCGARN1022-24ZF	Godwin pump mobilize for flooding	3904407	no		24-Oct-24	\$3,600	\$3,663.36
MCGARN5085-24AS	Tower inspection	4090505	yes		5-Dec-24	\$500	\$591.25
MCGARN1022-24ZZ	auto sampler replacement	4141820	yes	October	5-Dec-24	\$12,000	\$12,153.17
MCGARN1022-24ZZ	markers and pens for chart recorders	4237748	yes	November	5-Dec-24		\$163.10
MCGARN5085-24ZZ	third party DWQMS audit	4193634	yes	October	18-Dec-24	\$1,300	\$1,018.11
MCGARN5085-24AS	BWA 166445	4195511	no	October	18-Dec-24	\$500	\$231.60
MCGARN5085-24ZZ	capital work				31-Dec-24		\$7,566.65
MCGARN1022-24ZZ	capital work				31-Dec-24		\$1,918.21
MCGARN5085-24ZZ	tower chlorine analyzer install	4052164	yes		31-Dec-24	\$500	\$1,490.00
PEDCON5085-24AC	sampling for Pederson project	4144850	no		31-Dec-24	\$5,600	\$5,245.57
MCGARY5085-21OM	chemical upset limit				31-Dec-24		\$10,048.25

APPENDIX B

Call Out Summary



Work Order Call Back Details Report

4333017: ALARM -WTP PumpHouse Power Failure 5085

Asset: 0000090360 PANEL TRANSFER 01 GENSET
Location: 5085-WTMG-F 5085, McGarry WTP Pump House, Facility

Page Time:	12/31/2024 04:45 PM	Site:	OCWASITE
Arrive time:	12/31/2024 05:00 PM	Priority:	5
Leave time:	12/31/2024 10:00 PM	Work Type:	CALL
Finish Time:	12/31/2024 10:00 PM	Status:	COMP
Report Date:	1/3/25	Classification	REFURBISH/REPLACE
Reported By:	Steven Gerl		
Supervisor:		GL Account:	MCGARY5085-210M

Actual Labor			
Task ID	Craft	Labor	
	OPERATOR	Steven Gerl	
		Regular Hours	00:00
		Premium Hours	05:00

Log		Description
Date	Created By	
1/3/25	Steven Gerl	ALARM -WTP PumpHouse Power Failure 5085
The hydro power failed at the PumpHouse. I called Hydro One to repair. They had to change the transformers. they restored the hydro. restart the Well pump run Normal function resumed.		

APPENDIX C

Quarterly Data Summaries

VIRGINIATOWN-KEARNS (McGarry) DRINKING WATER SYSTEM

Quarterly Data Report

Q4: October 1 to December 31, 2024

Virginiatown-Kearns Drinking Water System		October	November	December	Compliance
Flows					
Total Raw Flow - Max. Daily Volume	m ³ /d	746	619	1,332	Max. = 2044.8
Well 1 Flow - Maximum Daily Volume	m ³ /d	746	619	1,332	Max. = 2044.8
Well 1 Flow - Maximum Flow Rate	L/min	1,377	1,404	1,375	Max. = 1420
Well 2 Flow - Maximum Daily Volume	m ³ /d	128	127	290	Max. = 1500
Well 2 Flow - Maximum Flow Rate	L/min	1,082	1,090	1,104	Max. = 1105
Tower Flow - Maximum Daily Volume	m ³ /d	739	580	553	Max. = 2045
Raw Water					
Well 1 Total Coliforms - Maximum	c/100mL	0	0	0	N/A
Well 1 <i>E.coli</i> - Maximum	c/100mL	0	0	0	N/A
Well 2 Total Coliforms - Maximum	c/100mL	0	0	0	N/A
Well 2 <i>E.coli</i> - Maximum	c/100mL	0	0	0	N/A
Well 1 Turbidity - Maximum	NTU	0.28	0.18	0.39	N/A
Well 2 Turbidity - Maximum	NTU	2.47	0.53	0.16	N/A
Treated Water					
Free Chlorine Residual - Minimum	mg/L	1.29	1.50	1.16	Min. = 0.10 (CT) ¹
Total Coliforms - Maximum	c/100mL	0	0	0	Max. = 0
<i>E. coli</i> - Maximum	c/100mL	0	0	0	Max. = 0
Nitrate	mg/L	0.10	-	-	Max. = 10
Nitrite	mg/L	<0.01	-	-	Max. = 1
Distribution Water					
Free Chlorine Residual - Minimum	mg/L	0.60	0.87	0.98	Min. = 0.05
Total Coliforms - Maximum	c/100mL	0	0	0	Max. = 0
<i>E. coli</i> - Maximum	c/100mL	0	0	0	Max. = 0
Trihalomethanes (THMs)	µg/L	2.9	-	-	N/A
Running average	ug/L	3.1	-	-	Max. = 100 µg/L ²
Haloacetic Acids (HAAs)	µg/L	13	-	-	N/A

VIRGINIATOWN-KEARNS (McGarry) DRINKING WATER SYSTEM

Quarterly Data Report

Q4: October 1 to December 31, 2024



Virginiatown-Kearns Drinking Water System	October	November	December	Compliance
Running average ug/L	10	-	-	Max. = 80 µg/L ³
Lead – Maximum µg/L	2025/26	-	-	Max. = 10 µg/L ⁴
Alkalinity - Maximum mg/L	72	-	-	N/A ⁵

Notes:

- ¹ CT is the concentration of chlorine in the water times the time of contact that the chlorine has with the water. It is used to demonstrate the level of disinfection treatment in the water. CT calculations are performed for the Virginiatown-Kearns water plant if the free chlorine residual level drops below 0.10 mg/L to ensure primary disinfection is achieved. Primary disinfection was achieved this quarter.
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McGARRY WASTEWATER SYSTEM

Quarterly Data Report

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Total Phosphorus (TP) – Average	mg/L	0.25	0.14	0.29	N/A
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Effluent					
cBOD ₅ – Average	mg/L	0.78	1.23	2.45	Monthly Average = 25
cBOD ₅ Loading	kg/d	0.29	1.52	1.15	Monthly Average = 28.4
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TSS Loading	kg/d	0.77	3.29	2.04	Monthly Average = 28.4
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Total Ammonia Nitrogen (TAN) – Average	mg/L	<0.02	0.04	1.17	Monthly Average = 5
TAN Loading	kg/d	<0.01	0.05	0.48	Monthly Average = 5.7

MPAC Quarterly Update.

Q4 - McGarry

February 2025



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION

Local Issues?

If you have any local issues of concern, would like to meet, or would like for us to speak to Council please reach out to us!

Mario Levesque, Account Manager

Mario.levesque@mpac.ca

Ph: (705) 419-1723

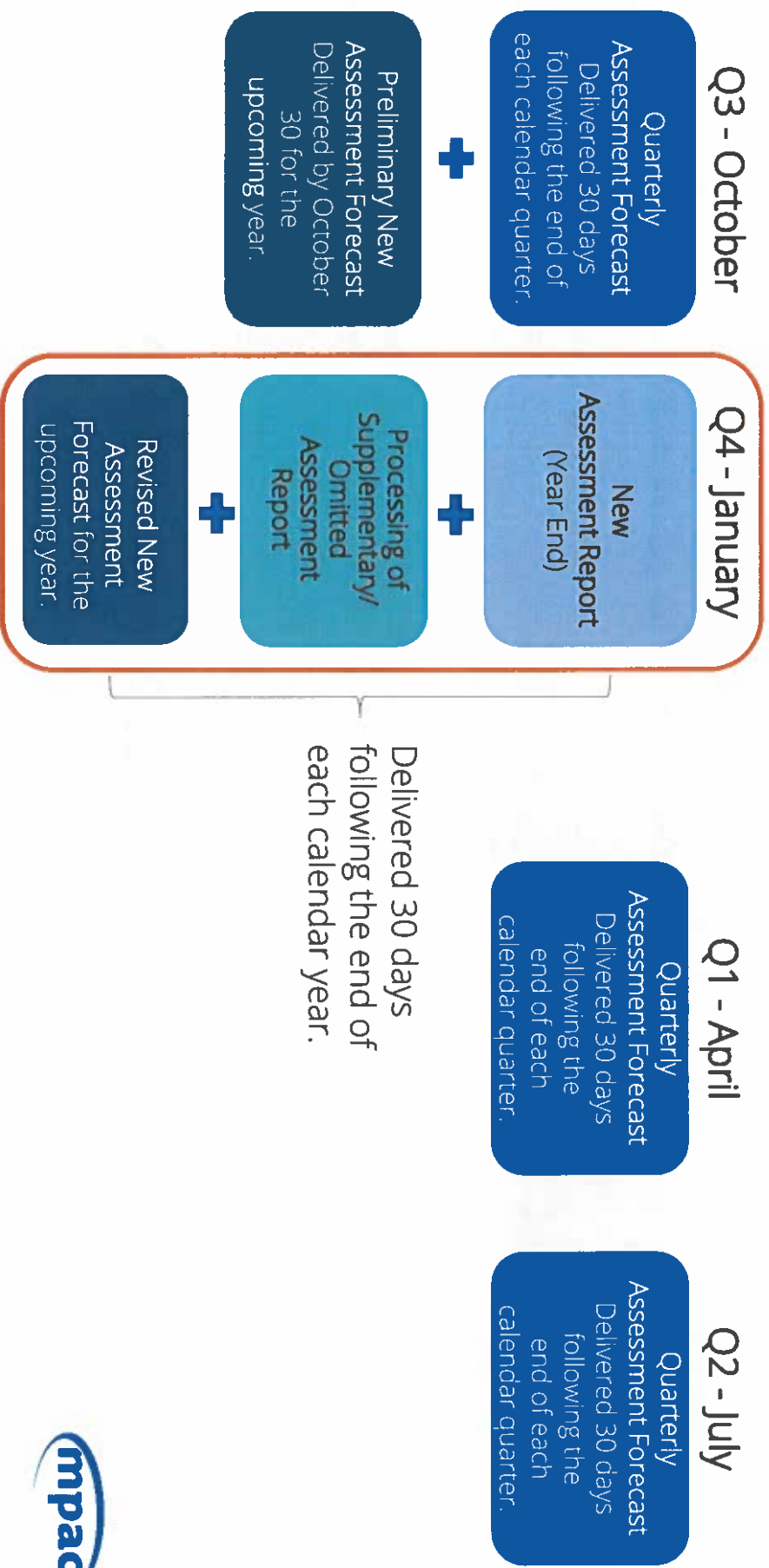
Jenn Giroux, Account Support Coordinator

jenn.giroux@mpac.ca

(705) 995-3830



Reporting/Forecasting Cycle



Service Level Agreement.

Reports available in February – My Products

- **New Assessment Report – Year-End (SLA_NAR)**
 - Consolidates each quarterly forecast against what was processed in 2024, to provide an overall snapshot of new assessment activity in your municipality.
- **Processing of Supplementary and Omitted Assessments (SLA_SO)**
 - Measures whether we captured at least 85% of total supplementary and omitted assessed changes within one year of occupancy.
- **Updated 2025 New Assessment Forecast Report (SLA_NAF)**
 - Update to the *preliminary new assessment forecast* report that was shared with you in October of 2024. As new information is now available, we've updated the forecast and re-run the analysis in order to provide you with the most up-to-date information.

2024 New Assessment (Supps/Omits)

Stream	Transactions	Forecast	%	Last 7 Days	1 Year Occupancy	%	Exempt	PILT	YEA / YEE
Business - V&AO		\$0							(\$34,500)
Centralized	\$165,000	\$0							
Condo		\$0							
MPLAN									
Multi Residential		\$0							
Res/Farm - V&AO	\$142,000	\$150,986	94.05%		\$142,000	100.00%			(\$33,800)
Total	\$307,000	\$150,986	203.33%		\$142,000	46.25%			(\$68,300)

Transactions by Property Code

Sup/Omits (Taxable) - Captured / Count	Property Code	Taxable Transactions	1 Year Occupancy	%
\$307k	301 - Single-family detached (not on water)	\$11,000	\$11,000	100.00%
3	391 - Seasonal/recreational dwelling - first tier on water	\$131,000	\$131,000	100.00%
YEA - Captured / Count	501 - Mines - inactive, including properties where closure plans invoked	\$165,000		
\$-32.3k				
5				
YEE - Captured / Count				
\$-36k				
2				

CMAPAC



In-Year Assessment Changes

Assessment Analysis

taxable Shored PIL

Broad Tax Class Category	AT TIME OF ROLL				PROJECTED IN-YEAR ASSESSMENT CHANGE				VARIANCE	
	Frequency of RTC/RTQ	Assessment Value	Total Assessment (%)	Frequency of RTC/RTQ	Assessment Value	Total Assessment (%)	Value	%		
Commercial	27	999,000	2.54	27	984,550	2.49	-14,450	-1.45		
Exempt	52	4,192,300	10.64	49	4,081,150	10.3	-111,150	-2.65		
Industrial	7	560,400	1.42	7	720,900	1.82	160,500	28.64		
Residential	812	33,633,400	85.4	813	33,822,500	85.39	189,100	0.56		
Total	898	39,385,100	100%	896	39,609,100	100%	224,000	0.57%		

As of October 25, 2024



Building Permits

In Progress Building Permits

16

Permits with Both Plans and Final/Occupancy: 2

Building Permits Closed in 2025

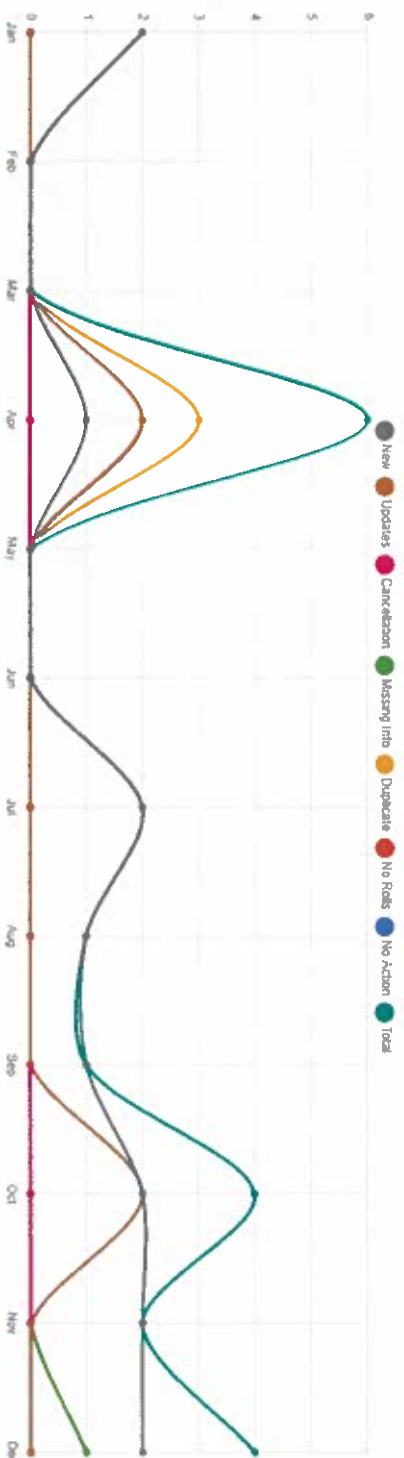
1

Last Building Permit Submission

Jan 2, 2025

Building Permit Submissions

Received by MPAC in: 2024



As of Jan 1, 2025

Electronic Assessment Information (EAI).

- Expanded to become available for download monthly through pilot program with Teranet
- A result of feedback from municipal partners that access to MPAC data is required more frequently
- Provides a comprehensive snapshot of property data, including details on property owners, structures, sales, and soil classifications
- Available March 2025
- Data use agreement required
- Contact your Account Manager to get started!



MPAC's Three Primary Data Types.



MPAC Data:

- lot dimensions
- square footage
- bedrooms
- bathrooms
- gross leasable area
- construction
- components, etc.



Land Transfer Data:

- sale date
- sale price
- owner name(s).

This data is licensed from Teranet.



Personal Information:

- name
- address
- school support of owners and tenants in Ontario



Our Standard Products Listing

- Assessment Roll on Municipal Kiosk
- Municipal Web Site - Enhanced Access to Assessment Data Elements
- Municipal Web Site - Assessed Value Lookup
- Municipal Connect - Internal Planning Purposes
- Municipal Connect - Internal Operational Purposes
- Community Risk Assessment - O. Reg. 378/18
- Climate Action/Community Energy
- Short Term Accommodations
- Energy Retrofit
- Energy Water Reporting Benchmarking - O. Reg. 506/18
- Notification List for Planning Purposes
- MFPPA-Compliant Notification List for Operational Purposes
- Sharing of MPAC Data Products between Upper and Lower Tier Municipalities

- Created based on popular use cases requested by municipalities
- Some identified for internal planning purposes and others for internal operational purposes
- Each product has a related information sheet that outlines its use
- Delivered under the DSSA Product Use Sheet
- Work with Account Manager to submit a Custom Data Request

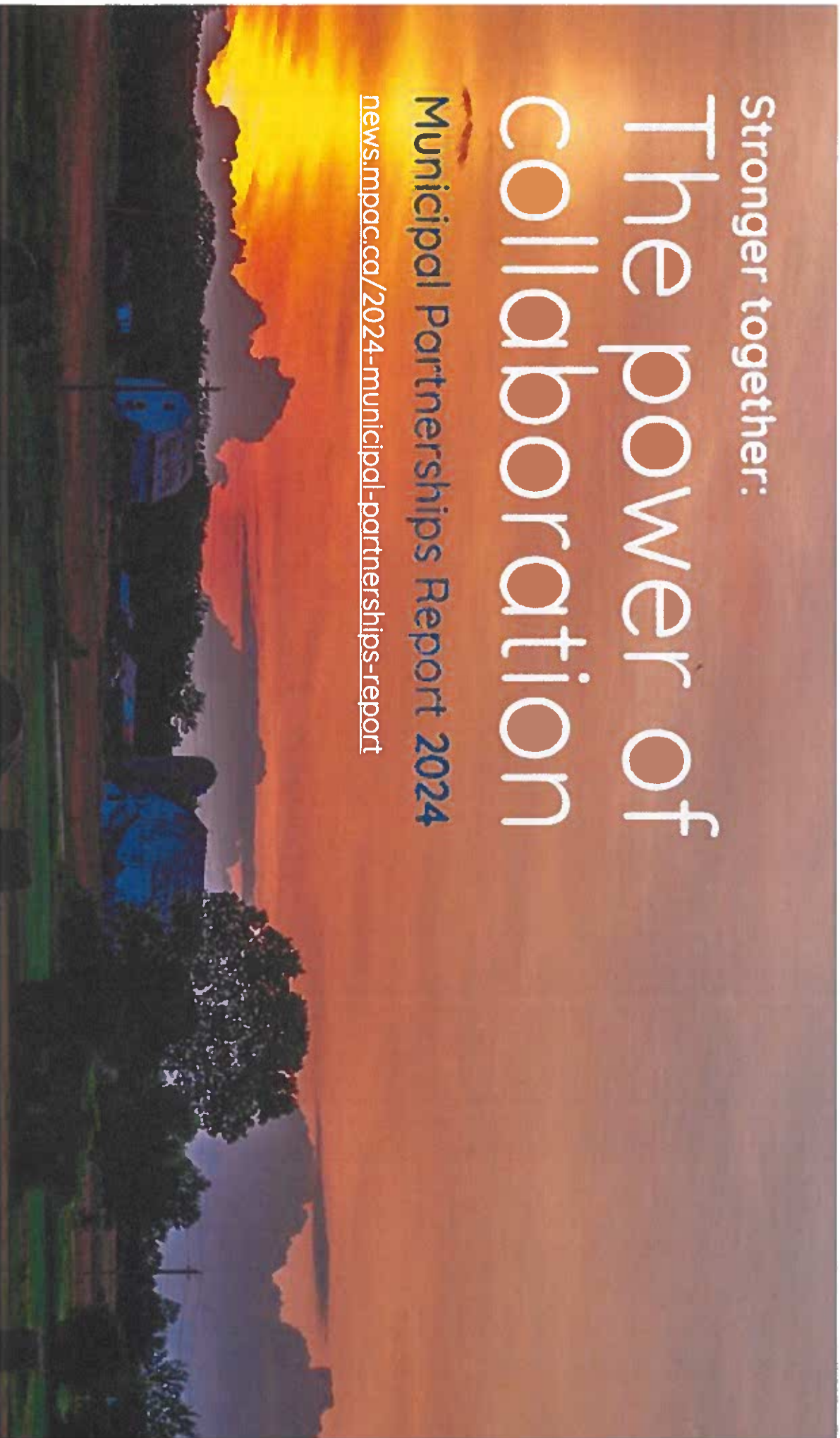


Stronger together:

The power of collaboration

Municipal Partnerships Report 2024

news.mpac.ca/2024-municipal-partnerships-report



Reminders.

- Review of Municipal Connect users (retirements, job duties)
- Update MPAC of any staffing/contact information
- First PACN run of 2025 will be available through Municipal Connect on April 4



Webinar Recordings - [MPAC YouTube Channel](#)

June 25
Sept 11

Tax Application: An Overview and Update
MPAC Property Insights and Meeting the Evolving Needs of Our Partners – A Municipal Update

NEW!

Jan 30

Unlocking the Potential of MPAC Data Products

Your Municipal Contacts

Mario Levesque

Account Manager

mario.levesque@mpac.ca

Jenn Giroux

Account Support Coordinator

jenn.giroux@mpac.ca



#10 (g)

AGENDA
Regular Meeting
Monday December 2, 2024
McGarry Public Library, 5:30 p.m.

1. Opening of Meeting
2. Apologies for non-attendance
3. Declaration of Conflicts of Interest
4. Approval of Agenda and call for non agenda issue
5. Minutes of meeting 28/10/2024
6. Business arising from the minutes
7. Financial Report
 - Accounts: November
 - Wages / Cost of wages - 1355.46 \$
 - General Accounts – 1441.50 \$
 - Estimated December spend
 - Estimated Surplus
8. CEO Report
9. Information Items
 - Ontario Electricity Support Program poster
 - Invitation to renew Provincial Park passes
 - Canada Summer Jobs Funding
 - Ontario Honors and recognition Programs
 - Access Licence
 - Guide for Older Adults, Lorna Desmarais THU
 - Light repair
10. Closed meeting
11. Policy review
 - Governance 06
 - Governance 08
12. Adjournment
 - Next meeting January 27, 2025. 5:30 p.m.

MCGARRY PUBLIC LIBRARY BOARD

Minutes of the regular meeting held at 5:30 pm at the McGarry Public Library

December 2, 2024

PRESENT: Margo Jollette (Chairperson, presided)
Merdy Armstrong, trustee
Ginette Guilbeault, trustee
Annie Keft, council representative
Samantha Goulet, CEO/Librarian

ABSENT: Francine Plante, council representative

1. Opening of meeting

Meeting was opened at 5:30 p.m.

2. Conflicts of interest

None declared

3. Approval of Agenda

2024:43 Moved by Annie Keft

Seconded by Ginette Guilbeault

That the agenda for the meeting of December 2, 2024 be accepted.

Carried

4. Minutes of the meeting of October 28, 2024

2024:44 Moved by Ginette Guilbeault

Seconded by Merdy Armstrong

That the minutes of the meeting of October 28, 2024, be accepted as corrected.

Carried

5. Business arising from the minutes

No business arising from the minutes.

6. Financial Report

2024:45 Moved by Ginette Guilbeault

Seconded by Annie Keft

That the accounts for the month of November be paid.

Wages / Cost of wages - 1355.46 \$

General Accounts – 1441.50 \$

Carried

The December expenses are estimated at 3725.00 \$.

They include telephone/Internet (225), office software (92), bank charges (2.95), book purchases (500), wages and benefits (2900).

The year end surplus would seem to be approximately 13000 \$. This is not the final number.

7. CEO/Chairperson report

CEO reported on the Hallowe'en activity.

8. Information Items

- Library is encouraged to post the Ontario Electricity Support Program poster.

- Invitation has been received to renew Provincial Park day passes.
- An invitation has been received to apply for Canada Summer Jobs Funding. We will not apply as this program offers only 50% funding.
- Information has been received on the Ontario Honors and Recognition Programs.
- Our Access licence has been renewed.
- The Guide for Older Adults is being reviewed by the THU. We will be advised when it is ready for distribution.
- The outside light issue has been resolved. A new light was installed. Thank you to our township employees. The porch light issue is still not resolved.
- Santa has invited the library to have some kind of participation at the children's party December 4. The possibility of offering candy will be investigated.

2024:46 Moved by Merdy Armstrong

Seconded by Annie Keft

That the McGarry Public Library Board receive the correspondence presented on December 2, 2024.

Carried

9. Closed Meeting

2024:47 Moved by Ginette Guilbeault

Seconded by Merdy Armstrong

That the McGarry Public Library Board enter into a closed meeting regarding the matter of securing directions or instructions as to the protection of the assets of the board.

Carried

2024:48 Moved by Ginette Guilbeault

Seconded by Merdy Armstrong

That the McGarry Public Library Board come out of closed meeting at 6:36.

Carried

- Board members agreed to set up a reserve fund for donations and special project grants to guarantee that the designated projects would be pursued. The Board is also agreed that the library should keep a 3 months operating surplus at the end of the year to allow for January to March commitments.
- Updates will made to the Governance Policy **GOV-06, Financial Control and Oversight** to allow for the creation of a reserve account and the annual roll-over of unused funds.
- A new policy, GOV-8, Library Reserve Fund, will be created to identify the specifics of the fund.

2024:49 Moved by Merdy Armstrong

Seconded by Ginette Guilbeault

See attached motion

Carried

2024:50 Moved by Merdy Armstrong

Seconded by Ginette Guilbeault

That the McGarry Public Library Board raises the CEO salary to 22.50 hourly effective January 1, 2025.

Carried

10. Adjournment

2024:51 Moved by Ginette Guilbeault

That the meeting be adjourned at 7:15 p.m. Next meeting January 27, 2025, 5:30 p.m.

Carried

Chairperson

Mary J. Little

Secretary

Shirley Gault

Approved

Feb. 3, 2025

Ministry of the Environment,
Conservation and Parks

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

Drinking Water and Environmental
Compliance Division, Northern Region
Timmins District, Timmins Office
Ontario Government Complex
5520 Highway 101 East
PO Bag 3080
South Porcupine ON P0N 1H0
Tel.: 705 235-1500
Fax: 705 235-1520

Division de la conformité en matière d'eau potable
et d'environnement, Direction régionale du Nord
District de Timmins, bureau de Timmins
Complexe du gouvernement de l'Ontario
5520 Route 101 Est
C/P service de sacs 3080
South Porcupine ON P0N 1H0
Tél.: 705 235-1500
Télééc.: 705 235-1520

February 18, 2025

By Email

Karine Pelletier, Clerk-Treasurer
The Corporation of the Township of McGarry
27 Webster St, Post Office Box Delivery 99
Virginiatown, ON, P0K 1X0

**Re: Inspection of the Virginiatown-Kearns Drinking Water System on January 28, 2025 –
Planned Event No. 1-334412543**

Dear, Ms. Pelletier,

Attached to this letter is the report for the recent announced inspection completed at the Virginiatown-Kearns Drinking Water System on January 28, 2025, and the corresponding Incident Rating Report (IRR) and Risk Methodology document. This report provides an assessment of compliance and conformance based on observations and information available during the inspection review period only.

Instances of non-compliance and/or non-conformance were not identified during the inspection. There are no further actions required on your part and the inspection can be considered closed.

The IRR is a summarized quantitative measure of the drinking water system's annual inspections and is published in the Ministry's Chief Drinking Water Inspector's Annual Report. The Risk Methodology document describes the risk rating methodology which has been applied to the findings of the Ministry's municipal residential drinking water system inspection results.

If you have questions or concerns, please contact me by email at janet.colbourne@ontario.ca or by telephone at 705-274-8237.



Janet Colbourne, Water Compliance Officer
Badge No. 1372
Tel: 705-274-8237
Email: janet.colbourne@ontario.ca

Attachments:

**Cc: Mark Brown, Public Works Superintendent, The Corporation of the Township of McGarry
Patrick Roy, Senior Operations Manager, Ontario Clean Water Agency
Kodiak Jolivet, Process and Compliance Technician, Ontario Clean Water Agency
Sherry Ilersich, Water Compliance Supervisor, Ministry of the Environment, Conservation and Parks
Ryan Peters, Manager Environmental Health and Communications, Timiskaming Health Unit
Heidi Etzel, District Manager, Timmins-Kirkland Lake Ministry of Natural Resources**



VIRGINIATOWN-KEARNS DRINKING WATER SYSTEM

Physical Address: MINING CLAIN L 19989, ,
MCGARRY, ON

INSPECTION REPORT

System Number: 220000317

Entity: THE CORPORATION OF THE
TOWNSHIP OF MCGARRY
ONTARIO CLEAN WATER
AGENCY

Inspection Start Date: January 28, 2025

Site Inspection Date: January 28, 2025

Inspection End Date: February 10, 2025

Inspected By: Janet Colbourne

Badge #: 1372



(signature)

INTRODUCTION

Purpose

This announced, focused inspection was conducted to confirm compliance with Ministry of the Environment, Conservation and Parks' (MECP) legislation and conformance with ministry drinking water policies and guidelines.

Scope

The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as management and the operation of the system.

The inspection of the drinking water system included both the physical inspection of the component parts of the system listed in "Systems Components" of the report and the review of data and documents associated with the operation of the drinking water system during the review period.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O. Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

Facility Contacts and Dates

The drinking water system is owned by the Township of McGarry (consisting of the communities of Virginiatown, North Virginiatown and Kearns) and operated by the Ontario Clean Water Agency (OCWA).

The system serves an estimated population of 850 and is categorized as a Large Municipal Residential System DWS. Information reviewed for this inspection covered the time period of August 17, 2023 to January 28, 2025.

The water inspector met with Mr. Mark Brown, Public Works Superintendent and Mr. Neil Albright, Public Works Operator, both with the Township of McGarry and Mr. Kodiak Jolivet, OCWA Process and Compliance Technician and Mr. Tanner Mazzocato, OCWA Operator as part of the inspection process.

Systems/Components

All locations associated with primary disinfection were visited as part of this inspection.

The following sites were visited as part of the inspection of the drinking water system:

- North Virginiatown Elevated Storage Tank located at the intersection of 27th Avenue and 27th Street.
- McGarry Water Treatment Plant located approximately 6km east of the Virginiatown Community Centre and approximately 500m east of Cheminis Road.

The Virginiatown-Kearns Drinking Water System is a Class 2 water distribution and supply subsystem with a maximum rated capacity of 2,045 m³/day . Raw groundwater is provided from two deep groundwater wells (one duty; one standby) at the WTP on Cheminis Road and treated prior to being directed to the North Virginiatown Elevated Storage Tank. The tower has 1,300 cubic metres of usable volume for water storage.

Treatment consists of primary disinfection through sodium hypochlorite. The distribution system consists primarily of ten (10), eight (8), and six (6) inch ductile iron constructed water mains and 48 fire hydrants. More recently, replacement and or repair of the aging distribution system piping have been with PVC piping.

A 56 kW diesel engine generator set and its associated fuel storage and secondary spill containment is available at the pump house and a 15 KW diesel generator is available outside the water tower to provide emergency power in case of a power failure.

Permissions/Approvals

This drinking water system was subject to specific conditions contained within the following permissions and/or approvals (please note this list is not exhaustive) at the time of the inspection in addition to the requirements of the SDWA and its regulations:

- Municipal Drinking Water Licence (Licence) No. 280-101 (Issue No.5) dated November 9, 2020
- Drinking Water Works Permit (Permit) No. 280-201 (Issue No.5) dated November 9, 2020
- Permit to Take Water (PTTW) No. 8844-C6UQEY dated September 16, 2021.

NON-COMPLIANCE

This should not be construed as a confirmation of full compliance with all potential applicable legal requirements. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

RECOMMENDATIONS

This should not be construed as a confirmation of full conformance with all potential applicable BMPs. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

INSPECTION DETAILS

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

Ministry Program: DRINKING WATER | **Regulated Activity:** DW Municipal Residential

Question ID	DWMR1007001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (1)1;			
Question: Was the owner maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner was maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials.			
Both well heads and associated discharge piping were last inspected on May 27, 2024. Well No. 1 is located within the well house and Well No. 2 is located just outside of the well house.			

Question ID	DWMR1009001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Were measures in place to protect the groundwater and/or GUDI source in accordance with the Municipal Drinking Water Licence and Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Measures were in place to protect the groundwater and/or GUDI source.			
Condition 16.2.8, 16.2.9 and 16.2.10 of Schedule B of the Municipal Drinking Water Licence No. 280-101 Issue No. 5 (the MDWL) requires the owner to include procedures for well inspection and maintenance as a component of the facility's operations manual.			

Question ID	DWMR1014001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Was flow monitoring performed as required by the Municipal Drinking Water Licence or Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Flow monitoring was performed as required.			

Condition 2.1 of Schedule C of the MDWL requires that continuous flow measurement and recording shall be undertaken for:

2.1.1 The flow rate (L/s) and daily volume (m³/day) of treated water that flows from the treatment subsystem to the distribution system.

2.1.2 The flow rate (L/s) and daily volume (m³/day) of water that flows into the treatment subsystem.

One magnetic flow meter monitors the combined raw water flows in accordance with section 2.1.1 of the MDWL. One magnetic flow meter monitors treated water leaving the water storage tower in accordance with section 2.1.2 of the MDWL.

Question ID	DWMR1016001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Was the owner in compliance with the conditions associated with maximum flow rate or the rated/operational capacity in the Municipal Drinking Water Licence?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner was in compliance with the conditions associated with maximum flow rate and/or the rated/operational capacity conditions. Section 1.1 of Schedule C of the MDWL identifies the rated capacity for the drinking water system as 2,045 m ³ /day of total flow into the distribution system on any given calendar day. The maximum daily flow into the distribution system during the inspection period was 1,903 m ³ /day which occurred on July 30, 2024, during tower draining, cleaning and maintenance.			

Question ID	DWMR1018001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Did the owner ensure that equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner ensured that equipment was installed as required.			

Question ID	DWMR1021001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Were Form 2 documents prepared as required?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Form 2 documents were prepared as required.			
A "Form 2 - Record of Minor Modifications or Replacements to the Drinking Water System" was prepared on June 21, 2024, for the replacement of the free chlorine analyser located at the elevated water storage tower in North Virginiatown.			

Question ID	DWMR1025001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Were all parts of the drinking water system that came in contact with drinking water disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All parts of the drinking water system were disinfected as required.			

Question ID	DWMR1023001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Did records indicate that the treatment equipment was operated in a manner that achieved the design capabilities prescribed by O. Reg. 170/03, Drinking Water Works Permit and/or Municipal Drinking Water Licence at all times that water was being supplied to consumers?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities prescribed.			
For systems using a groundwater raw water source, Ontario Regulation 170/03 of the Safe Drinking Water Act, 2002 (O. Reg. 170/03) requires the owner and operating authority for the system to ensure the water treatment equipment, designed to comply with the ministry's "Procedure for Disinfection of Drinking Water in Ontario" (Disinfection Procedure), is operated to achieve at least 99% (2.0 log) removal or inactivation of viruses by the time treated water entered the distribution system.			

To ensure effective pathogen inactivation to the required level through disinfection, the CT disinfection concept must be applied. The Disinfection Procedure defines the CT concept as using the combination of disinfectant residual concentration (C) and the effective disinfection contact time (T) to quantify the capability of a chemical disinfection system in providing pathogen inactivation. Using this concept involves the determination of CT values required at the actual variable operating conditions (chlorine residual, water flow, contact time, temperature, pH), and ensuring that the disinfection process achieves these values at all times.

For this drinking-water system and under worst-case scenario conditions (maximum raw water flow, pH of 6-9, water temperature 5.0 degrees Celsius), a CT value of 4.0 mg/L*minute is required for primary disinfection (per Table 7 of the Disinfection Procedure).

The 200 mm diameter x 6,000 m long chlorine contact pipe extending from the well pumphouse to the water tower provides an effective chlorine contact time (T) of 132.7 minutes, with an additional 91.5 minutes attributed to the 1,300 cubic metre water tower (total T of 224.2 minutes). The calculation of T is based on the maximum flow rate of 1,420 L/minute, which equals the rated capacity for the system. Based on the CT calculation, a minimum free chlorine residual (C) of 0.05 mg/L, provides a minimum achieved CT of 11.21 mg/L*minute.

For this inspection period, the free chlorine residuals measured at the point of discharge from the water tower were maintained at levels that ensured the required CT of 4.0 mg/L*minute was met or exceeded at all times.

Question ID	DWMR1024001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Did records confirm that the water treatment equipment which provides chlorination or chloramination for secondary disinfection was operated as required?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection was operated as required.			
The lowest free chlorine residual measured in the distribution system was 0.21 mg/L on September 16, 2024.			

Question ID	DWMR1033001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-2 (3); SDWA O. Reg. 170/03 7-2 (4);			
Question: Was secondary disinfectant residual tested as required for the large municipal residential			

distribution system?

Compliance Response(s)/Corrective Action(s)/Observation(s):

Secondary disinfectant residual was tested as required.

For the inspection period, operators conducted the required free chlorine testing in accordance with the rules prescribed by Subsection 7-2(4) of Schedule 7 to O. Reg. 170/03; specifically, four tests collected one day early in a week and three tests collected on a day of that same week at least 48 hours after the previous tests.

Question ID	DWMR1030001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-2 (1); SDWA O. Reg. 170/03 7-2 (2);			
Question: Was primary disinfection chlorine monitoring being conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit or at/near a location where the intended CT had just been achieved?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Primary disinfection chlorine monitoring was conducted as required.			
Subsection 7-2(1) of Schedule 7 to O. Reg. 170/03 requires the owner of the system to sample and test free chlorine residual using continuous monitoring equipment in treated water at or near the location where the intended contact time has just been completed in accordance with the Disinfection Procedure.			
This sampling point is on the water tower discharge pipe, downstream from the point where primary disinfection has been completed and prior to any consumer.			

Question ID	DWMR1035001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)1-4;			
Question: Were operators examining continuous monitoring test results and did they examine the results within 72 hours of the test?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Operators were examining continuous monitoring test results as required.			
OCWA operators review the data from the continuous analysers daily (including weekends and holidays) through Wonderware at the main office in Kirkland Lake and document their review on the monthly Wonderware data review sheets.			

Question ID	DWMR1038001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)1-4;			
Question: Was continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements performing tests for the parameters with at least the minimum frequency and recording data with the prescribed format?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency and recording data with the prescribed format.			

Question ID	DWMR1037001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)5-10; SDWA O. Reg. 170/03 6-5 (1.1);			
Question: Were all continuous monitoring equipment utilized for sampling and testing required by O. Reg. 170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, equipped with alarms or shut-off mechanisms that satisfied the standards described in Schedule 6?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All required continuous monitoring equipment utilized for sampling and testing were equipped with alarms or shut-off mechanisms that satisfied the standards The continuous analyzer installed at the water tower that monitors free chlorine primary disinfection, as required by Subsection 7-2(1) of Schedule 7 to O. Reg. 170/03, has a minimum alarm set point of 0.50 mg/L (and maximum alarm set point of 1.99 mg/L). Additionally, the operating authority for the system indicated that this free chlorine analyzer will also generate callout alarms if the unit malfunctions or loses power. There are no auto shut-offs built in to the operation of the drinking water system.			

Question ID	DWMR1040001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)1-4; SDWA O. Reg. 170/03 6-5 (1)5-10;			
Question: Were all continuous analysers calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All continuous analysers were calibrated, maintained, and operated as required.			

The continuous chlorine analysers, chart recorders, and flow meters are calibrated at least twice annually. Handheld colourimeters are calibrated quarterly.

Question ID	DWMR1108001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)5-10; SDWA O. Reg. 170/03 6-5 (1.1);			
Question: Where continuous monitoring equipment used for the monitoring of free chlorine residual, total chlorine residual, combined chlorine residual or turbidity, required by O. Reg. 170/03, Municipal Drinking Water Licence, Drinking Water Works Permit, or order triggered an alarm or an automatic shut-off, did a qualified person respond as required and take appropriate actions?			
Compliance Response(s)/Corrective Action(s)/Observation(s): A qualified person responded as required and took appropriate actions.			

Question ID	DWMR1099001	Question Type	Information
Legislative Requirement(s): Not Applicable			
Question: Do records show that water provided by the drinking water system met the Ontario Drinking Water Quality Standards?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records showed that not all water sample results met the Ontario Drinking Water Quality Standards. The following Adverse Water Quality Incidents (AWQI's) were reported for the inspection period: Microbiological sampling conducted on October 14, 2023, resulted in AWQI No. 163800 – 2 colony forming units (cfu)/100 mL total coliform. Resamples collected on October 14 and October 16, 2023, were all non-detect for total coliform and E. coli. No further sampling was required. Microbiological samples collected on July 19, 2024, following the repair of a watermain break, resulted in AWQI No. 165673 – 1 cfu/100 mL total coliform. Resamples collected on July 20, 2024, found no detectable total coliform or E. coli in any of the samples. Resamples collected on July 22, 2024, resulted in AWQI No. 165719 – 1 cfu/100 mL total coliform. Resamples collected on July 23 and July 24, 2024, found no detectable total coliform or E. coli. No further sampling was required.			

In addition to the reportable AWQI's noted, there were numerous boil water advisories issued by the Timiskaming Health Unit throughout the inspection period for watermain breaks and planned distribution system maintenance.

Question ID	DWMR1083001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 10-3;			
Question: Were treated microbiological sampling requirements prescribed by Schedule 10-3 of O. Reg. 170/03 for large municipal residential systems met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Treated microbiological sampling requirements were met.			
Section 10-3 of Schedule 10 to O. Reg. 170/03 requires the owner and operating authority for the system to ensure at least one sample of treated water is collected weekly and tested for E.coli, total coliforms and HPC.			

Question ID	DWMR1081001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 10-2 (1); SDWA O. Reg. 170/03 10-2 (2); SDWA O. Reg. 170/03 10-2 (3);			
Question: Were distribution microbiological sampling requirements prescribed by Schedule 10-2 of O. Reg. 170/03 for large municipal residential systems met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Distribution microbiological sampling requirements were met.			
Section 10-2 of Schedule 10 to O. Reg. 170/03 requires the owner and operating authority for the system to ensure at least eight water samples are collected monthly from distribution system sites (based on an estimated population of 850) and tested for E.coli and total coliforms, with 25% of those samples tested for general background population expressed as colony counts on a heterotrophic plate count (HPC).			

Question ID	DWMR1096001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-3 (1);			
Question: Did records confirm that chlorine residual tests were conducted at the same time and location as microbiological samples?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records confirmed that chlorine residual tests were conducted as required.			

Question ID	DWMR1084001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-2;			
Question: Were inorganic parameter sampling requirements prescribed by Schedule 13-2 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Inorganic parameter sampling requirements were met.			
Section 13-2 of Schedule 13 to O. Reg. 170/03 requires the owner and operating authority for the system to ensure at least one sample of treated water is collected every 36 months (+/- 60 days) and tested for every parameter in Schedule 23 to O. Reg. 170/03 (most recently tested: October 10, 2023).			

Question ID	DWMR1085001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-4 (1); SDWA O. Reg. 170/03 13-4 (2); SDWA O. Reg. 170/03 13-4 (3);			
Question: Were organic parameter sampling requirements prescribed by Schedule 13-4 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Organic parameter sampling requirements were met.			
Section 13-4 of Schedule 13 to O. Reg. 170/03 requires the owner and operating authority for the system to ensure at least one sample of treated water is collected every 36 months (+/- 60 days) and tested for every parameter in Schedule 24 to O. Reg. 170/03 (most recently tested: October 10, 2023).			

Question ID	DWMR1086001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-6.1 (1); SDWA O. Reg. 170/03 13-6.1 (2); SDWA O. Reg. 170/03 13-6.1 (3); SDWA O. Reg. 170/03 13-6.1 (4); SDWA O. Reg. 170/03 13-6.1 (5); SDWA O. Reg. 170/03 13-6.1 (6);			
Question: Were haloacetic acid sampling requirements prescribed by Schedule 13-6 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Haloacetic acid sampling requirements were met.			

Section 13-6.1 of Schedule 13 of O. Reg. 170/03 requires the owner and operating authority for the system to ensure that at least one distribution sample is taken in each calendar quarter, from a point in the drinking water system's distribution system or plumbing, that is connected to the drinking water system, that is likely to have an elevated potential for the formation of haloacetic acids (HAAs).

HAA samples were collected on October 10, 2023 (8 ug/L), January 15, 2024 (8 ug/L), April 8, 2024 (8 ug/L), July 8, 2024 (9 ug/L), October 15, 2024 (13 ug/L), and January 13, 2025 (8 ug/L). HAA samples were collected at 1-27th Street and the Running Annual Average (RAA) is 9.5 ug/L.

Question ID	DWMR1087001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-6 (1); SDWA O. Reg. 170/03 13-6 (2); SDWA O. Reg. 170/03 13-6 (3); SDWA O. Reg. 170/03 13-6 (4); SDWA O. Reg. 170/03 13-6 (5); SDWA O. Reg. 170/03 13-6 (6);			
Question: Were trihalomethane sampling requirements prescribed by Schedule 13-6 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Trihalomethane sampling requirements were met.			
Section 13-6 of Schedule 13 of O. Reg. 170/03 requires the owner and the operating authority for the system to ensure that at least one water sample is collected every three months from points in the distribution system (including connecting plumbing) likely to have an elevated potential for formation of trihalomethanes (THM).			
THM samples were collected on October 10, 2023 (3.2 ug/L), January 15, 2024 (3.2 ug/L), April 8, 2024 (2.6 ug/L), July 8, 2024 (3.8 ug/L), October 15, 2024 (2.9 ug/L), and January 13, 2025 (3.0 ug/L). THM samples were collected at 27 Webster Street and the RAA is 3.1 ug/L.			

Question ID	DWMR1088001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-7;			
Question: Were nitrate/nitrite sampling requirements prescribed by Schedule 13-7 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Nitrate/nitrite sampling requirements were met.			
Section 13-7 of Schedule 13 of O. Reg. 170/03 requires the owner and the operating authority for the system to ensure that at least one treated water sample is collected every three months and tested for nitrate and nitrite.			

For this inspection period, nitrate/nitrite samples were collected on October 10, 2023, January 15, April 8, July 8 and October 15, 2025, and January 13, 2025.

Question ID	DWMR1089001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-8;			
Question: Were sodium sampling requirements prescribed by Schedule 13-8 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Sodium sampling requirements were met.			
Section 13-8 of Schedule 13 to O. Reg. 170/03 requires the owner and operating authority for the system to ensure at least one treated water sample is collected every 60 months and tested for sodium (last tested: October 5, 2020).			

Question ID	DWMR1090001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-9;			
Question: Where fluoridation is not practiced, were fluoride sampling requirements prescribed by Schedule 13-9 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Fluoride sampling requirements were met.			
Section 13-9 of Schedule 13 to O. Reg. 170/03 requires the owner and operating authority for the system to ensure that a treated water sample is taken at least once every 60 months and tested for fluoride (last tested: October 5, 2020).			

Question ID	DWMR1104001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 16-6 (1); SDWA O. Reg. 170/03 16-6 (2); SDWA O. Reg. 170/03 16-6 (3); SDWA O. Reg. 170/03 16-6 (3.1); SDWA O. Reg. 170/03 16-6 (3.2); SDWA O. Reg. 170/03 16-6 (4); SDWA O. Reg. 170/03 16-6 (5); SDWA O. Reg. 170/03 16-6 (6);			
Question: Were immediate verbal notification requirements for adverse water quality incidents met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Immediate verbal notification requirements for adverse water quality incidents were met.			
Section 16-6 of Schedule 16 to O. Reg. 170/03 requires the person responsible for reporting, to report immediately by speaking in person to the local Public Health Unit, the ministry's			

Spills Action Centre and the owner, if the person making the immediate report is not the owner of the system.

Question ID	DWMR1101001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 17-1; SDWA O. Reg. 170/03 17-10 (1); SDWA O. Reg. 170/03 17-11; SDWA O. Reg. 170/03 17-12; SDWA O. Reg. 170/03 17-13; SDWA O. Reg. 170/03 17-14; SDWA O. Reg. 170/03 17-2; SDWA O. Reg. 170/03 17-3; SDWA O. Reg. 170/03 17-4; SDWA O. Reg. 170/03 17-5; SDWA O. Reg. 170/03 17-6; SDWA O. Reg. 170/03 17-9;			
Question: For large municipal residential systems, were corrective actions, including any steps directed by the Medical Officer of Health, taken to address adverse conditions?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Corrective actions were taken to address adverse conditions. Section 17-6 of Schedule 17 to O. Reg. 170/03 requires the following corrective actions to be taken for the presence of total coliform in the distribution system: <ol style="list-style-type: none"> 1. Resample and test as soon as reasonably possible. 2. If total coliforms are detected in the resample, immediately increase the chlorine dose in the distribution system and flush until a free chlorine of 0.2 mg/L or combined chlorine of 1.0 mg/L is achieved in all parts of the affected distribution system. 3. Maintain chlorine residual and continue to resample and test until total coliforms are not detected in two consecutive sets of samples taken 24 to 48 hours apart, or as otherwise directed by the medical officer of health. 4. Take any other steps as directed by the medical officer of health. 			

Question ID	DWMR1113001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 10.1 (3);			
Question: Were changes to the system registration information provided to the ministry within ten (10) days of the change?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Changes to the system registration information were provided as required.			

Question ID	DWMR1060001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			

Question:

Did the operations and maintenance manual(s) meet the requirements of the Municipal Drinking Water Licence?

Compliance Response(s)/Corrective Action(s)/Observation(s):

The operations and maintenance manual(s) met the requirements of the Municipal Drinking Water Licence.

Section 16.0 of Schedule B to MDWL No. 280-101 Issue No. 5 outlines several required components to be included in the operations and maintenance manuals for the drinking water system.

Question ID	DWMR1062001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-5;			
Question: Did records or other record keeping mechanisms confirm that operational testing not performed by continuous monitoring equipment was done by a certified operator, water quality analyst, or person who met the requirements of Schedule 7-5 of O. Reg. 170/03?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was done by a certified operator, water quality analyst, or person who met the requirements of Schedule 7-5 of O. Reg. 170/03.			

Question ID	DWMR1071001	Question Type	BMP
Legislative Requirement(s): Not Applicable			
Question: Did the owner provide security measures to protect components of the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner provided security measures to protect components of the drinking water system. The water treatment building, which houses Well No. 1, is equipped with outdoor lighting, security alarms with operator call-out and a locked door. The exterior well, Well No. 2, is in a fenced and locked area. The water tower is equipped with outdoor lighting, security alarm with operator call-out and a locked door. Keys for the drinking water system buildings are restricted to water operations personnel. The well house and water storage tower are visited at least three times per week by municipal water staff and OCWA operators.			

Question ID	DWMR1073001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 23 (1);			
Question: Was an overall responsible operator designated for all subsystems which comprise the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): An overall responsible operator was designated for all subsystem.			
OCWA Operator, Sojung (Sophia) Lee, has been designated as the Overall Responsible (ORO) Operator for the Virginiatown-Kearns drinking water system.			
Eric Neilson with OCWA is available to act as ORO when Ms. Lee is unavailable.			

Question ID	DWMR1074001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 25 (1);			
Question: Were operators-in-charge designated for all subsystems which comprise the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Operators-in-charge were designated for all subsystems.			

Question ID	DWMR1075001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 22;			
Question: Were all operators certified as required?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All operators were certified as required.			

Question ID	DWMR1076001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Were adjustments to the treatment equipment only made by certified operators?			

Compliance Response(s)/Corrective Action(s)/Observation(s):

Adjustments to the treatment equipment were only made by certified operators.

Appendix A
Resources: Municipal Drinking Water System
Owners and Operators

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or waterforms@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/page/drinking-water



Click on the publication below to access it

- [Drinking Water System Profile Information Form - 012-2149E](#)
- [Laboratory Services Notification Form – 012-2148E](#)
- [Adverse Test Result Notification Form – 012-4444E](#)
- [Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils](#)
- [Procedure for Disinfection of Drinking Water in Ontario](#)
- [Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids](#)
- [Filtration Processes Technical Bulletin](#)
- [Ultraviolet Disinfection Technical Bulletin](#)
- [Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments](#)
- [Certification Guide for Operators and Water Quality Analysts](#)
- [Training Requirements for Drinking Water Operator](#)
- [Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption](#)
- [Drinking Water System Contact List – 7128E01](#)
- [Ontario's Drinking Water Quality Management Standard - Pocket Guide](#)
- [2020 Watermain Disinfection Procedure](#)
- [List of Licensed Laboratories](#)

Appendix B Inspection Rating Record

DWS Name: VIRGINIATOWN-KEARNS DRINKING WATER SYSTEM
DWS Number: 220000317
DWS Owner: THE CORPORATION OF THE TOWNSHIP OF MCGARRY
Municipal Location: MCGARRY

Regulation: O.REG. 170/03
DWS Category: DW Municipal Residential
Type of Inspection: Focused
Compliance Assessment Start Date: Jan-28-2025
Ministry Office: Timmins District Office

Maximum Risk Rating: 489

Inspection Module	Non Compliance Risk (X out of Y)
Capacity Assessment	0/30
Certification and Training	0/42
Logbooks	0/14
Operations Manuals	0/14
Reporting & Corrective Actions	0/70
Source	0/14
Treatment Processes	0/193
Water Quality Monitoring	0/112
Overall - Calculated	0/489

Inspection Risk Rating: 0.00%

Final Inspection Rating: 100.00%

Ministry of the Environment, Conservation and Parks - Detailed Inspection Rating Record (Reporting Year - 2024-25)

DWS Name: VIRGINIATOWN-KEARNS DRINKING WATER SYSTEM
DWS Number: 220000317
DWS Owner Name: THE CORPORATION OF THE TOWNSHIP OF MCGARRY
Municipal Location: MCGARRY

Regulation: O.REG. 170/03
DWS Category: DW Municipal Residential
Type of Inspection: Focused
Compliance Assessment Start Date: Jan-28-2025
Ministry Office: Timmins District Office

All legislative requirements were met. No detailed rating scores.

Maximum Question Rating: 489

Inspection Risk Rating: 0.00%

FINAL INSPECTION RATING: 100.00%

CURRENT TOWNSHIP OF MCGARRY WEBSITE

End-of-life
June 30, 2026



H-10 (h)

TOWNSHIP OF MCGARRY WEBSITES PROPOSALS

Good evening, Mayor and Council,

I have put together a presentation on all the different websites from different municipalities and with that you also have copies of each proposal.



Crimson Pepper Inc.

Website Design, Development and Implementation cost:

- Planning: \$1,700.00
- Design: \$1,800.00
- Coding: \$3,700.0
- Launch: \$ 1,300.00
- HST: \$1,105.00
- Total \$9605.00



Larder Lake

Starter Plan:

- Implementation \$ 11,850.00

Forms

- Standard Implementation :
\$1,580.00

Yearly Cost

- Platform: \$7,330.00

Total

\$ 20,760.00

govstack™
by GHD Digital



SOFTWARE + COMMUNICATIONS + DIGITAL

Matachewan

PROJECT BREAK DOWN:

STRATEGIC PLANNING:	\$240.00
MANAGEMENT:	\$1,200.00
CLIENT MEETING:	\$720.00
WIREFRAME/SITEMAP:	\$660.00
DESIGN:	\$2,400.00
DEVELOPMENT:	\$1,920.00
FORMS & CALENDAR:	\$1,440.00
CONTENT POPULATION:	\$3,000.00
TESTING:	\$360.00
IMPLEMENTATION:	\$360.00
TRAINING:	\$960.00
TAX:	\$1,723.80
TOTAL:	\$14,983.80



Eventurel & Englehart

- **Implementation:** \$1,000.00
- **Year 1 :** \$4,000.00
- **Year 2 :** \$4,240.00
- **Year 3 :** \$4,494.40
- **Year 4 :** \$4,764.06

Up to 20 hours of Design and
Up to 300 pages migrated

So many website and all cost money that we
don't have in our budget.





Catalis proposal seems to be the best option for our budget and friendlier website for staff and residents to enjoy!!!

My opinion is Catalis would be our best option and easiest to transfer into as well. There websites seems to be the easiest to work with as well and the less time consuming.

THANK YOU, IF YOU
NEED MORE
INFORMATION JUST
LET ME KNOW AND I
WILL TRY MY BEST
TO ANSWER YOU.



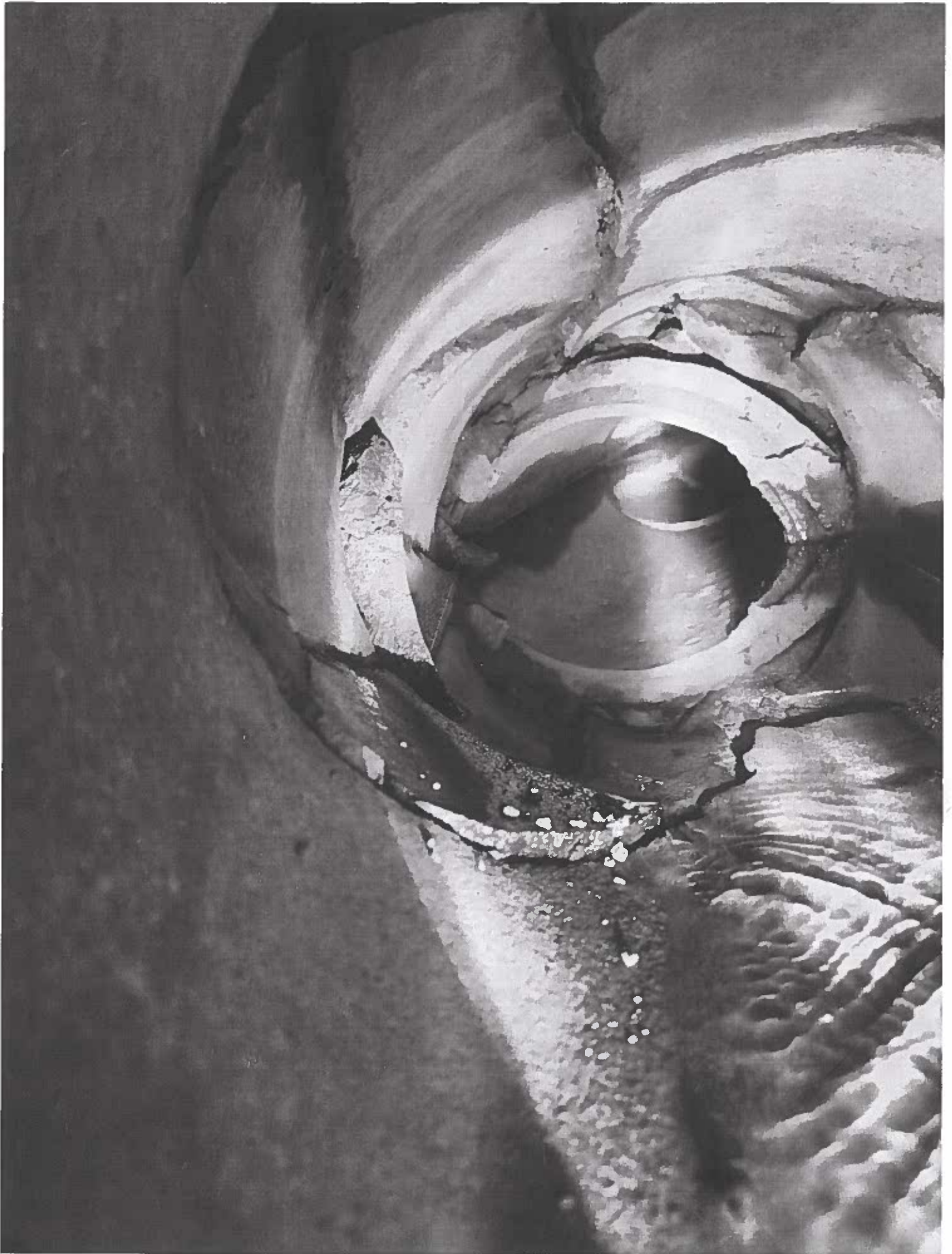
10 (K)

Half Load Restrictions By Law 2001-06

To Council: Public works department would like to impose the half load restrictions for all of the township roads for the spring thaw. This will help reduce the impact to the aging infrastructure as the ground is soft. I have attached two pictures of storm pipes that were damaged from heavy loads and soft ground conditions. We have enough signs to install on every street. These restrictions will take place from March 24/2025 thru May 30/2025. The end date could be shortened but that will depend on the weather.

Thank You

Mark Brown







#10(L)

District of Timiskaming Social Services Administration Board
Conseil d'administration des services sociaux du district de Timiskaming

February 12, 2025

Township of McGarry
27 Webster Street
P.O. Box 99
Virginiatown, ON, P0K 1X0

Attn: Karine Pelletier

Re: 2025 DTSSAB Budget & Municipal Apportionment

Dear Karine:

I am writing to provide you with the 2025 District Social Services Administration Board (DTSSAB) budget and your municipality's associated apportionment. Enclosed in your budget package, you will find:

**2025 Budget
Municipal Billing Comparison (2025 vs. 2024)**

As always, the DTSSAB is committed to maximizing provincial funding to reduce the financial impact on municipalities while ensuring the continued delivery of essential services in accordance with our provincial mandates. Despite ongoing cost-containment efforts, this year's budget reflects necessary adjustments due to provincial funding constraints, rising costs, and increasing service demands.

The municipal portion of the 2025 DTSSAB budget has increased by **\$389,457** (5.42%) compared to 2024. To help offset this impact to the municipalities, the Board has approved a **\$350,000 contribution from the working fund reserve**, following last year's **\$463,000 contribution**. Overall, your township will see a billing increase of **\$8,126** or 6.76% over your previous year's billing.

Please note that the DTSSAB issued a refund of **\$14,091** to your township in October 2024.

2025 Municipal Apportionment for Township of McGarry

	2025	2024	Change (\$)	Change (%)
Apportionment Cost	\$133,217	\$126,661	\$6,556	5.18%
Reserve Contribution	\$4,878	\$6,448	-\$1,570	-24.36%
Total Owed to DTSSAB	\$128,339	\$120,213	\$8,126	6.76%

There are four factors that contribute to your apportionment amount, and your final amount depends on each of these factors:

1. **Property assessment** (source: MPAC)
2. **Ontario Works caseload** (source: Ministry of Children, Community and Social Services)
3. **Population** (source: Statistics Canada)
4. **Number of households** (source: Statistics Canada)

As in previous years, **you will receive monthly invoices** for your 2025 payments.

If you have any questions, please contact Janice Loranger, Director of Finance, at lorangerj@dtssab.com.

Thank you for your continued collaboration in delivering Housing Services, Children's Services, Ontario Works, and Emergency Medical Services to our district. We appreciate your ongoing partnership in serving our communities.

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Stewart', written in a cursive style.

Mark Stewart
Chief Administrative Officer

#10 (m)



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

Virginiatown-Kearns Drinking Water System

2024 ANNUAL/SUMMARY REPORT

Prepared by the Ontario Clean Water Agency
on behalf of the Township of McGarry

The background of the page features four horizontal, wavy blue lines that resemble water ripples. These lines are positioned on the right side of the page, with the top line starting near the top right and the bottom line starting near the bottom right, creating a sense of movement and depth.

Virginiatown-Kearns Drinking Water System

Section 11

2024 ANNUAL REPORT

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Figure 2 – Historical Water Usage Trends (2020 to 2024)

INTRODUCTION

Municipalities throughout Ontario have been required to comply with Ontario Regulation 170/03 made under the *Safe Drinking Water Act* (SDWA) since June 2003. The Act was enacted following recommendations made by Commissioner O'Conner after the Walkerton Inquiry. The Act's purpose is to protect human health through the control and regulation of drinking water systems. O. Reg. 170/03 regulates drinking water testing, use of licensed laboratories, treatment requirements and reporting requirements.

Section 11 of Regulation 170/03 requires the owner to produce an Annual Report. This report must include the following:

1. Description of system & chemical(s) used
2. Summary of any adverse water quality reports and corrective actions
3. Summary of all required testing
4. Description of any major expenses incurred to install, repair or replace equipment

This annual report must be completed by February 28th of each year.

Schedule 22 of the regulation also requires a Summary Report, which must be presented & accepted by Council by March 31st of each year for the preceding calendar year.

The report must list the requirements of the Act, its regulations, the system's Drinking Water Works Permit (DWWP), Municipal Drinking Water Licence (MDWL), Certificate of Approval (if applicable), and any regulatory requirement the system failed to meet during the reporting period. The report must also specify the duration of the failure, and for each failure referred to, describe the measures that were taken to correct the failure.

The *Safe Drinking Water Act* (2002) and the drinking water regulations can be viewed at the following website: <http://www.e-laws.gov.on.ca>.

To enable the Owner to assess the rated capacity of their system to meet existing and future planned water uses, the following information is also required in the report.

1. A summary of the quantities and flow rates of water supplied during the reporting period, including the monthly average and the maximum daily flows,
2. A comparison of the summary to the rated capacity and flow rates approved in the systems approval, drinking water works permit or municipal drinking water licence or a written agreement if the system is receiving all its water from another system under an agreement.

The reports have been prepared by the Ontario Clean Water Agency (OCWA) on behalf of the Owner and presented to council as the 2024 Annual/Summary Report.

Section 11 - ANNUAL REPORT

1.0 INTRODUCTION

Drinking-Water System Name: Virginiatown-Kearns Drinking Water System
Drinking-Water System No.: 220000317
Drinking-Water System Owner: The Corporation of the Township of McGarry
Drinking-Water System Category: Large Municipal, Residential System
Period being reported: January 1 to December 31, 2024

Does your Drinking Water System serve more than 10,000 people? No

Is your annual report available to the public at no charge on a web site on the Internet? No

Location where the report required under O. Reg. 170/03 Schedule 22 will be available for inspection.

McGarry Township Office
27 Webster Street,
Virginiatown Ontario P0K 1X0

Drinking Water Systems that receive drinking water from the Virginiatown-Kearns Drinking Water System

The Virginiatown-Kearns Drinking Water System provides all drinking water to the communities of Virginiatown, North Virginiatown and Kearns.

The Annual Report was not provided to any other Drinking Water System Owners.

The Ontario Clean Water Agency prepared the 2024 Annual/Summary Report for the Virginiatown-Kearns Drinking Water System and provided a copy to the system owner; the Township of McGarry. The Virginiatown-Kearns Drinking Water System is a stand-alone system that does not receive water from or send water to any other system.

Notification to system users that the Annual Report is available for viewing is accomplished through:

- Notice on the Town's website

2.0 VIRGINIATOWN DRINKING WATER SYSTEM (DWS No. 220000317)

The Virginiatown-Kearns Drinking Water System is owned by the Corporation of the Township of McGarry and operated by the Ontario Clean Water Agency (OCWA). The system consists of a Class 2 water distribution and supply subsystem. The Ontario Clean Water Agency (OCWA) is the accredited operating authority and is designated as the Overall Responsible Operator for both the water supply and water distribution facilities.

Raw Water Supply

The main building for the water treatment plant/pumphouse is located approximately 6 km northeast of the Virginiatown Community Centre and approximately 500 metres east of Cheminis Road. Groundwater is supplied to the plant from production Well No. 1 (Cheminis Well) which is situated within the plant and Well No. 2 (T3/91); a standby well which is located 10 metres east of the well house.

Well No.1 (Cheminis Well) was drilled in October 1994 to a depth of 26.2 metres. The well is “double-case” constructed which consists of a 300 mm diameter steel casing and is equipped with a vertical turbine pump assembly and fixed-rate control system to pump at a maximum rate of 1,420 L/minute. A magnetic flow meter is mounted on the 150 mm diameter discharge line from the well into the treatment process.

Well No. 2 (T3/91) was originally drilled in February 1991 and maintained as a test well. It was modified in December 2014 to service as a standby well. It is located approximately 10 m east of the well house and Well No. 1. It is drilled to a depth of 28.65 metres and equipped with a submersible deep well pump rated at 1,105 L/minute. It includes a newly installed pitless adaptor and 100 mm diameter discharge pipe that connects to the Well No. 1 discharge header at a point just before the flow meter located inside the plant.

The standby well is intended for use when production Well No.1 has been taken out of service for repair and maintenance, or in an emergency situation. The well can also be used periodically as required to ensure water quality; it is currently configured to operate once in every 10 tower filling cycles.

Water Treatment

The wells feed the water treatment system that has a maximum rated capacity of 2,045 cubic meters per day (m³/d).

The groundwater is chlorinated using a sodium hypochlorite disinfection system, complete with a chemical feed panel consisting of duplicate chemical metering pumps (duty and standby), and a single 400 L storage tank with secondary spill containment and an outside fill line. Also integrated into the treatment process are off-site chlorine contact facilities. The first is a 6 km long by 200 mm diameter ductile iron forcemain (pipe) with no service connections that extends from the treatment plant to the elevated reservoir/tower.

Water Storage and Pumping Capabilities

The tower is located approximately 150 m to the west of the Virginiatown Community Centre at the intersection of Twenty-Seventh Avenue and Twenty-Seventh Street within the community of North Virginiatown. The tower has 1,300 cubic metres of usable volume for water storage. A free chlorine residual analyzer and a pressure transmitter both using a circular chart recorder are on-site and utilize the alarm communication device. An 8" Promag 50W magnetic flow meter was installed on the tower discharge line in June 2015 to continuously monitor the flow rate and daily volume of treated water directed to the distribution system. Piping for filling, discharging, draining, sampling and bypassing purposes are also housed within the elevated water storage.

Emergency Power

A 56 kW diesel engine generator set and its associated fuel storage and secondary spill containment is available at the pump house for standby power.

A 15 KW diesel generator is also available outside the water tower to provide emergency power in case of a power failure.

Distribution System

The distribution system serves an estimated population of approximately 600 people spread throughout the residential areas of Virginiatown, North Virginiatown and Kearns. The distribution system itself consists primarily of ten (10), eight (8), and six (6) inch ductile iron constructed water mains. The service life of the distribution system ranges from 60 years (for the North Virginiatown sector) to 80 years (for the Virginiatown sector). More recent watermain installations and repair sections are comprised of polyvinyl chloride (PVC) piping. There are 48 fire hydrants connected to the distribution system to aid in fire protection. Based on the number of service connections, the system is classified as a Large Municipal Residential Drinking Water System.

3.0 LIST OF WATER TREATMENT CHEMICALS USED OVER THE REPORTING PERIOD

Sodium Hypochlorite, used as a disinfectant, was the only chemical used at the Water Treatment Plant.

This chemical meets AWWA and NSF/ANSI standards.

4.0 SIGNIFICANT EXPENSES INCURRED IN THE DRINKING WATER SYSTEM

OCWA is committed to maintaining the assets of the drinking water system and sustains a program of scheduled inspection and maintenance activities using a computerized Work Management System (WMS).

Significant expenses incurred in the drinking water system include:

- Tower/pumphouse comm failure
- Replace chlorine analyzer
- Water main break March 29
- Genset maintenance
- Tower inspection
- Third party DWQMS audit
- Tower chlorine analyzer install
- Chemical upset limit
- Pro-mag flow meter
- Water main break 28th street
- Lifting device inspections
- Additional sampling
- Markers and pens for chart recorders
- BWA 166445
- Sampling for Pederson project

5.0 DETAILS ON NOTICES OF ADVERSE TEST RESULTS AND OTHER PROBLEMS REPORTED TO & SUBMITTED TO THE SPILLS ACTION CENTER

Based on information kept on record by OCWA, the following adverse water quality incidents were reported to the Ministry's Spills Action Centre in 2024.

Date	AWQI No.	Details
March 6 th	164559	Loss of pressure due to water main break at house #5 - 28th street which effected 17 houses.
March 29 th	164700	Loss of pressure due to water main break at Casselman street which effected 12 homes.
April 9 th	164763	Service line repairs which resulted in loss of pressure for area, 16 houses affected.
July 19 th	165673	Water main break on 27th street causing a loss of pressure, 16 house were effected.
July 21 st	165682	1 total Coliform sample resulted from follow up sample from AWQI 165763.
July 23 rd	165719	1 total coliform sample resulted from re-sample follow up sample from AWQI 165682.
September 23 th	166405	Installation of valve required isolation of distribution section which resulted in loss of pressure for 34 houses. During operational work a line was broken resulting in a second BWA under same AQWI number.
September 25 th	166445	Water main break on East Side of 24 th Street. Isolation of the water main resulted in loss of pressure for 3 houses.
October 8 th	166607	During construction several water services were broken and required the water main to be immediately isolated, 29 houses were loss pressure.
October 16 th	166658	Loss of pressure due to water main isolation for construction.
October 24 th	166658	Loss of pressure due to water main isolation. Area isolated is Connell Ave between Webster St. and Cockeram St. water main break is believed to be on Munroe St. 19 homes affected.
November 11	166876	Distribution work required a section of water main to be isolated, 21 houses affected.
December 11	167054	Isolation of water main required to complete line repairs.

6.0 MICROBIOLOGICAL TESTING PERFORMED DURING THE REPORTING PERIOD

Summary of Microbiological Data

Sample Type	# of Samples	Range of <i>E. coli</i> Results (min to max)	Range of Total Coliform Results (min to max)	# of HPC Samples	Range of HPC Results (min to max)
Raw (production well)	53	0 to 0	0 to 0	N/A	N/A
Raw (standby well)	53	0 to 0	0 to 1	N/A	N/A
Treated	53	0 to 0	0 to 0	53	< 10 to 130
Distribution	106	0 to 0	0 to 0	53	< 10 to 20

Maximum Allowable Concentration (MAC) for *E. coli* = 0 Counts/100 mL

MAC for Total Coliforms = 0 Counts/100 mL

"<" denotes less than the laboratory's method detection limit.

Notes:

- One microbiological sample is collected and tested each week from the raw (each well) and treated water supply. A total of two microbiological samples are collected and tested each week from the Virginiatown-Kearns distribution system. At least 25% of the distribution samples must be tested for HPC bacteria.

7.0 OPERATIONAL TESTING PERFORMED DURING THE REPORTING PERIOD

Summary of Raw Water Turbidity Data

Parameter	# of Samples	Range of Results (min to max)	Unit of Measure
Turbidity (production well)	24	0.10 to 0.53	NTU
Turbidity (standby well)	24	0.12 to 4.59	NTU

Note:

- Turbidity samples are required once every month.

Continuous Monitoring in the Treatment Process

Parameter	# of Samples	Range of Results (min to max)	Unit of Measure	Standard
Free Chlorine Residual	8760	0.52 to 2.00	mg/L	CT

Notes:

- For continuous monitors 8760 is used as the number of samples.
- CT is the concentration of chlorine in the water times the time of contact that the chlorine has with the water. It is used to demonstrate the level of disinfection treatment in the water. CT calculations are performed for the Virginiatown-Kearns drinking water system if the free chlorine residual level drops below 0.10 mg/L to ensure primary disinfection is achieved.

Summary of Chlorine Residual Data in the Distribution System

Parameter	# of Samples	Range of Results (min to max)	Unit of Measure	Standard
Free Chlorine Residual	368	0.21 to 1.09	mg/L	≥ 0.05

Note: A total of seven operational checks for chlorine residual in the distribution system are collected each week. Four (4) samples are tested one day and three (3) on a second day. The sample sets are collected at least 48-hours apart and samples collected on the same day are from different locations.

Summary of Nitrate & Nitrite Data (sampled at the plant's point of entry into the distribution every quarter)

Date of Sample	Nitrate Result Value	Nitrite Result Value	Unit of Measure	Exceedance
January 15	0.07	< 0.05	mg/L	No
April 8	0.06	< 0.05	mg/L	No
July 8	< 0.05	< 0.05	mg/L	No
October 15	0.1	< 0.01	mg/L	No

Maximum Allowable Concentration (MAC) for Nitrate = 10 mg/L

MAC for Nitrite = 1 mg/L

Summary of Total Trihalomethane Data (sampled in the distribution system every quarter)

Date of Sample	Result Value	Unit of Measure	Running Average	Exceedance
January 15	3.2	ug/L	3.1	No
April 8	2.6	ug/L		
July 8	3.8	ug/L		
October 15	2.9	ug/L		

Maximum Allowable Concentration (MAC) for Total Trihalomethanes = 100 ug/L (Four Quarter Running Average)

Summary of Total Haloacetic Acid Data (sampled in the distribution system every quarter)

Date of Sample	Result Value	Unit of Measure	Running Average	Exceedance
January 15	<8	ug/L	10	No
April 8	<8	ug/L		
July 8	9	ug/L		
October 15	13	ug/L		

Maximum Allowable Concentration (MAC) for Total Haloacetic Acid = 80 ug/L (Four Quarter Running Average)

Summary of Most Recent Lead Data under Schedule 15.1

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

The Virginiatown-Kearns Drinking Water System was eligible to follow the "Exemption from Plumbing Sampling" as described in section 15.1-5(9) and 15.1-5(10) of Schedule 15.1 of Ontario Regulation 170/03. The exemption applies to a drinking water system if, in two consecutive periods at reduced sampling, not more than 10% of all samples from plumbing exceed the maximum allowable concentration (MAC) of 10 ug/L for lead. As such, the system was required to test for total alkalinity and pH in two distribution sample collected during the periods of December 15 to April 15 (winter period) and June 15 to October 15 (summer period). This testing is required in every 12-month period with lead testing in every third 12-month period.

Two rounds of alkalinity and pH testing were carried out on April 10th and October 9th of 2024. Results are summarized in the table below.

Summary of Lead Data (sampled in the distribution system)

Date of Sample	# of Samples	Field pH (min to max)	Field Temperature (°C) (min to max)	Alkalinity (mg/L) (min to max)	Lead (ug/L) (min to max)
April 10	2	6.95 to 7.22	7.6 to 7.9	67 to 68	N/A
October 9	2	7.23 to 7.25	8.2 to 9.7	72 to 72	N/A

Note: Next lead sampling scheduled for 2026

Most Recent Schedule 23 Inorganic Data Tested at the Water Treatment Plant

Parameter	Result Value	Unit of Measure	MAC	MAC Exceedance	½ MAC Exceedance
Antimony	< 0.5	ug/L	6	No	No
Arsenic	1.0	ug/L	10	No	No
Barium	9.0	ug/L	1000	No	No
Boron	< 2.0	ug/L	5000	No	No
Cadmium	< 0.1	ug/L	5	No	No
Chromium	1.0	ug/L	50	No	No
Mercury	< 0.1	ug/L	1	No	No
Selenium	< 0.2	ug/L	50	No	No
Uranium	< 1.0	ug/L	20	No	No

Note: Sample required every 36 months (sample date = October 10, 2023). Next sampling scheduled for October 2026

Most Recent Schedule 24 Organic Data Tested at the Water Treatment Plant

Parameter	Result Value	Unit of Measure	MAC	MAC Exceedance	½ MAC Exceedance
Alachlor	< 0.289	ug/L	5	No	No
Atrazine + N-dealkylated metabolites	< 0.5	ug/L	5	No	No
Azinphos-methyl	< 0.216	ug/L	20	No	No
Benzene	< 0.1	ug/L	1	No	No
Benzo(a)pyrene	< 0.01	ug/L	0.01	No	No
Bromoxynil	< 0.099	ug/L	5	No	No
Carbaryl	< 2.0	ug/L	90	No	No
Carbofuran	< 4.0	ug/L	90	No	No
Carbon Tetrachloride	< 0.2	ug/L	2	No	No
Chlorpyrifos	< 0.216	ug/L	90	No	No
Diazinon	< 0.216	ug/L	20	No	No
Dicamba	< 0.087	ug/L	120	No	No
1,2-Dichlorobenzene	< 0.2	ug/L	200	No	No
1,4-Dichlorobenzene	< 0.3	ug/L	5	No	No
1,2-Dichloroethane	< 0.2	ug/L	5	No	No
1,1-Dichloroethylene (vinylidene chloride)	< 0.3	ug/L	14	No	No
Dichloromethane	< 1.0	ug/L	50	No	No

Most Recent Schedule 24 Organic Data Tested at the Water Treatment Plant

Parameter	Result Value	Unit of Measure	MAC	MAC Exceedance	½ MAC Exceedance
2-4 Dichlorophenol	< 0.2	ug/L	900	No	No
2,4-Dichlorophenoxy acetic acid (2,4-D)	< 0.371	ug/L	100	No	No
Diclofop-methyl	< 0.124	ug/L	9	No	No
Dimethoate	< 0.216	ug/L	20	No	No
Diquat	< 0.2	ug/L	70	No	No
Diuron	< 10.0	ug/L	150	No	No
Glyphosate	< 20.0	ug/L	280	No	No
Malathion	< 0.216	ug/L	190	No	No
Metolachlor	< 0.144	ug/L	50	No	No
Metribuzin	< 0.144	ug/L	80	No	No
Monochlorobenzene	< 0.5	ug/L	80	No	No
Paraquat	< 0.2	ug/L	10	No	No
Polychlorinated Biphenyls (PCBs)	< 0.06	ug/L	3	No	No
Pentachlorophenol	< 0.3	ug/L	60	No	No
Phorate	< 0.144	ug/L	2	No	No
Picloram	< 0.087	ug/L	190	No	No
Prometryne	< 0.072	ug/L	1	No	No
Simazine	< 0.216	ug/L	10	No	No
Terbufos	< 0.144	ug/L	1	No	No
Tetrachloroethylene	< 0.3	ug/L	10	No	No
2,3,4,6-Tetrachlorophenol	< 0.3	ug/L	100	No	No
Triallate	< 0.144	ug/L	230	No	No
Trichloroethylene	< 0.2	ug/L	5	No	No
2,4,6-Trichlorophenol	< 0.2	ug/L	5	No	No
2-methyl-4-chlorophenoxyacetic acid (MCPA)	< 6.18	ug/L	100	No	No
Trifluralin	< 0.144	ug/L	45	No	No
Vinyl Chloride	< 0.1	ug/L	1	No	No

Note: Sample required every 36 months (sample date = October 10, 2023). Next sampling scheduled for October 2026

Inorganic or Organic Test Results that Exceeded Half the Standard Prescribed in Schedule 2 of the Ontario Drinking Water Quality Standards.

No inorganic or organic parameter(s) listed in Schedule 23 and 24 of Ontario Regulation 170/03 exceeded half the standard found in Schedule 2 of the Ontario Drinking Water Standard (O. Reg. 169/03) during the previous reporting period.

Most Recent Sodium Data Sampled at the Water Treatment Plant

Date of Sample	# of Samples	Result Value	Unit of Measure	Standard	Exceedance
October 5, 2020	1	15.3	mg/L	20	No

Note: Sample required every 60 months. Next sampling scheduled for October 2025

Most Recent Fluoride Data Sampled at the Water Treatment Plant

Date of Sample	# of Samples	Result Value	Unit of Measure	Standard	Exceedance
October 5, 2020	1	< 0.05	mg/L	1.5	No

Note: Sample required every 60 months. Next sampling scheduled for October 2025

Additional Testing Performed in Accordance with an Approval, Order or Legal Instrument

No additional regulatory sampling and testing was required for the Virginiatown-Kearns Drinking Water System during the 2024 reporting period.



Virginiatown-Kearns Drinking Water System

Schedule 22

2024 SUMMARY REPORT

FOR MUNICIPALITIES

Schedule 22 - SUMMARY REPORTS FOR MUNICIPALITIES

1.0 INTRODUCTION

Drinking-Water System Name: Virginiatown-Kearns Drinking Water System
Municipal Drinking Water Licence (MDWL) No.: 280-101-5 (issued November 9, 2020)
Drinking Water Work Permit (DWWP) No.: 279-201-5 (issued November 9, 2020)
Permit to Take Water (PTTW) No.: 8844-C6UQEY (issued September 16, 2021)
Period being reported: January 1 to December 31, 2024

2.0 REQUIREMENTS THE SYSTEM FAILED TO MEET

According to information kept on record by OCWA, the Virginiatown-Kearns Drinking Water System failed to meet the following requirements during the 2024 reporting period:

Drinking Water Legislation	Requirement(s) the System Failed to Meet	Corrective Action(s)
PTTW# 8844-C6UQEY	Upon Start-up of Well #2 (Stand-by) the flow was in excess of Max 1105 L/min for 18 minutes before decrease could be achieved. (SAC-Ref: 1-9JRF5C)	Reduction of the flow ate for Well# 2 was achieved at Pump-house.

It should be mentioned that thirteen (13) adverse water quality incidents were reported to the Ministry's Spills Action Center. Refer to Section 5.0 – *Details on Notices of Adverse Test Results and Other Problems Reported to & Submitted to the Spills Actions Center* on page 5 of this report for details.

3.0 SUMMARY OF FLOWS AND COMPARISON TO REGULATORY LIMITS

Flow Monitoring

MDWL No. 280-101 requires the owner to install a sufficient number of flow measuring devices to permit the continuous measurement and recording of:

- the flow rate and daily volume of treated water that flows from the treatment subsystem the distribution system, and
- the flow rate and daily volume of water that flows into the treatment subsystem.

The Virginiatown-Kearns drinking water system has a flow meter installed on the raw water header which was considered sufficient to satisfy the requirement of the licence since there

was no water loss from processes between the raw source and the point of discharge of treated water at the water tower. Although this flow meter satisfied the flow monitoring requirements, a magnetic flow meter was installed on the discharge header of the North Virginiatown Elevated Storage Tank to continuously monitor the treated water entering the distribution system. These flow meters are calibrated on an annual basis as specified in the manufacturers' instructions

Water Usage

The following water usage tables summarize the quantities and flow rates of water taken and produced during the 2024 reporting period, including total monthly volumes, average monthly volumes, maximum monthly volumes, and maximum flow rates.

Raw Water

Table A: 2024 - Monthly Summary of Water Taking from Cheminis Well No. 1

Regulated by Permit to Take Water (PTTW) # 8844-C8UQEY issued on September 16, 2021

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year to Date
Total Volume (m ³)	10739	11048	12763	11504	12637	11119	15033	11937	10602	13018	14393	14453	149246
Average Volume (m ³ /d)	346	381	412	383	408	371	485	385	353	420	480	466	408
Maximum Volume (m ³ /d)	464	488	650	472	710	472	1903	1271	789	746	619	1332	1903
PTTW - Maximum Allowable Volume (m ³ /day)	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045
Maximum Flow Rate (L/min)	1400	1374	1333	1336	1387	1354	1410	1393	1467	1377	1404	1375	1467
PTTW - Maximum Allowable Flow Rate (L/min)	1420	1420	1420	1420	1420	1420	1420	1420	1420	1420	1420	1420	1420

Note: September elevated Maximum Flow Rate (L/Min) value due to flow meter spikes on start-up of Well pump. Once constant flow was established and flow meter settled from initial start-up fluctuation, flow values within compliance range as noted by operators.

Table B: 2024 - Monthly Summary of Water Taking from Standby Well T3/91 Well No. 2

Regulated by Permit to Take Water (PTTW) # 8844-C6UQEY issued on September 16, 2021

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year to Date
Total Volume (m ³)	207	114	158	173	247	270	837	694	252	139	262	572	3925
Average Volume (m ³ /d)	6.7	3.9	5.1	5.8	8.0	9.0	27.0	22.4	8.4	4.5	8.7	18.5	10.7
Maximum Volume (m ³ /d)	83	101	124	125	109	130	579	539	121	128	127	290	579
PTTW - Maximum Allowable Volume (m ³ /day)	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500
Maximum Flow Rate (L/min)	1102	1103	1100	1094	1105	1183	1341	1100	1097	1082	1090	1104	1341
PTTW - Maximum Allowable Flow Rate (L/min)	1105	1105	1105	1105	1105	1105	1105	1105	1105	1105	1105	1105	1105

Note: July elevated Maximum Flow Rate (L/Min) value due to exceedance on-start up on July 31st. (SAC-Ref: 1-8JRF5C)
June elevated Maximum Flow Rate (L/Min) value due to flow meter spikes on start-up of Well pump. Once constant flow was established and flow meter settled from initial start-up fluctuation, flow values within compliance range as noted by operators.

Table C: 2024 - Combined Water Taking (Well No. 1 and Well No. 2)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year to Date
Total Volume (m ³)	10946	11162	12921	11677	12884	11389	15870	12631	10854	13157	14655	15025	153171
Average Volume (m ³ /d)	353	385	417	389	416	380	512	407	362	424	489	485	418
Maximum Volume (m ³ /d)	464	488	650	472	713	472	1903	1684	789	746	619	1332	1903
PTTW - Maximum Allowable Volume (m ³ /day)	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045

The system's Permit to Take Water #8844-C6UQEY, allows the Township to withdraw water at the following rates:

Well No. 1 (Cheminis Well):	2,044.8 m ³ /day	1,420 L/minute
Well T3/91 No. 2 (Standby Well):	1,500 m ³ /day	1,105 L/minute
Total Combined Daily Volume:	2,044.8 m ³ /day	

A review of the raw water flow data indicates that the system did not exceed the maximum allowable volumes during the reporting period. However, the flow rate was exceeded for Standby Well No. 2 on July 31st when tower re-fill commenced post inspection/cleaning by Landmark. Lack of backpressure from a partial filled tower caused well flows to exceed allowable limit for an 18 minute period, until flow regulator valve was adjusted by operator (SAC-Ref: 1-9JRF5C). All other flagged exceedance values were caused by Well Pump start-up spikes on flow meter. Once flow from wells stabilized, and initial metering fluctuations stopped, flows were within compliance range as reported by operators.

Note: The standby well (Well No. 2) is allowed to run for a maximum of 10 hours per day and 140 days per year. The well operated for a total of 84 days in 2024 and did not exceed its maximum allowable run time.

Treated Water

Table D: 2024 - Monthly Summary of Treated Water from the Water Tower to the Distribution System

Regulated by Municipal Drinking Water Licence (MDWL) #280-101 - Issue 5, dated November 9, 2020

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year to Date
Total Volume (m ³)	10946	11162	12921	11677	12884	11389	15870	12631	10854	13157	14655	15025	153171
Average Volume (m ³ /d)	353	385	417	389	416	380	512	407	382	424	489	485	418
Maximum Volume (m ³ /d)	464	488	650	472	713	472	1903	1684	789	746	619	1332	1903
MDWL - Rated Capacity (m ³ /day)	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045

Schedule C, Section 1.0 (1.1) of MDWL No. 280-101 states that the maximum daily volume of treated water that flows from the treatment subsystem to the distribution system shall not exceed 2045 m³/day. The Virginiatown-Kearns DWS complied with this limit having a recorded maximum volume of 1903 m³, which represents 93.1% of the rated capacity.

Table E and Figure 1 compare the average and maximum flow rates into the distribution system to the rated capacity of the system identified in the MDWL.

Table E: 2024 - Comparison of Treated Water Flows to the Rated Capacity

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average Flow (m ³ /day)	353	385	417	389	416	380	512	407	362	424	489	485
Maximum Flow (m ³ /day)	464	488	650	472	713	472	1903	1684	789	746	619	1332
MDWL - Rated Capacity	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045
% Rated Capacity	23	24	32	23	35	23	93	82	39	36	30	65

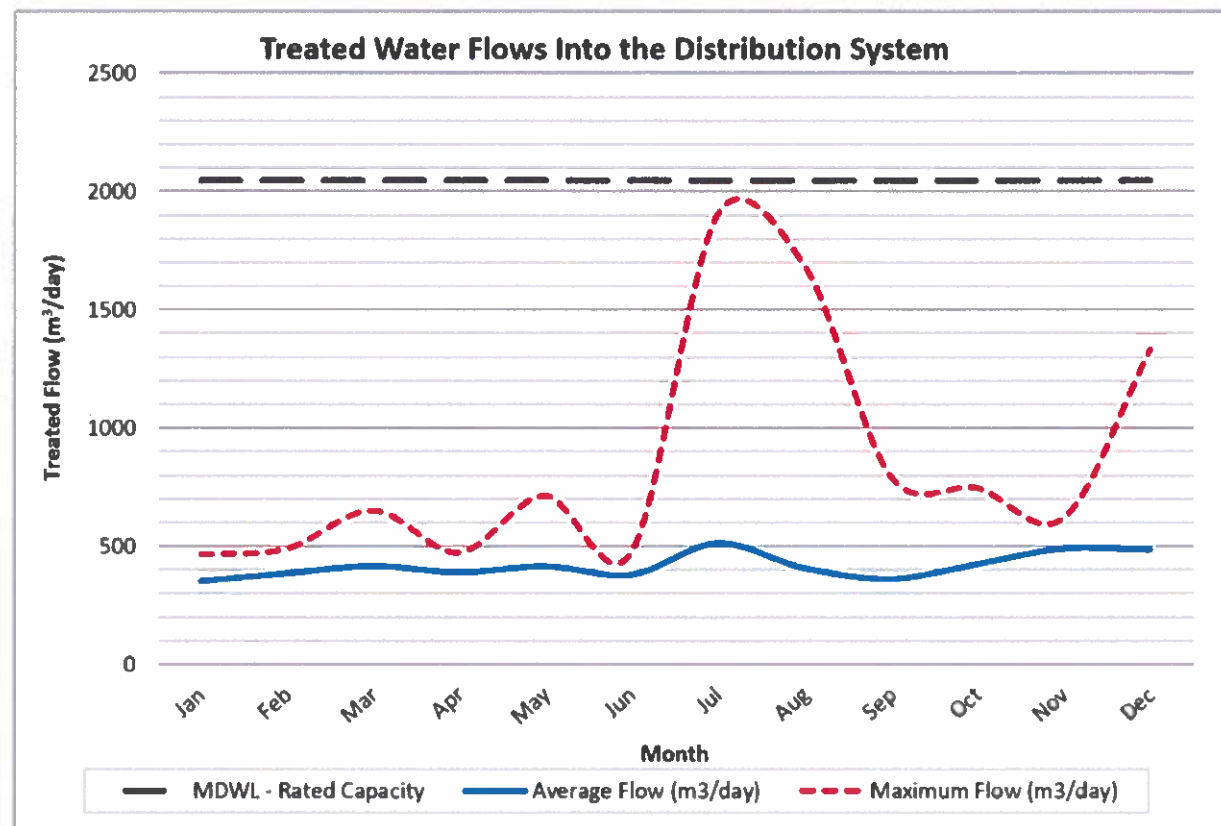


Figure 1: 2024 - Comparison of Treated Water Flows to the Rated Capacity

Summary of System Performance

The following information is provided to enable the Owner to assess the capability of the system to meet existing and future water usage needs.

Rated Capacity of the Plant (MDWL)	2,045 m ³ /day	
Average Daily Flow for 2024	418 m ³ /day	20.4 % of the rated capacity
Maximum Daily Flow for 2024	1,903 m ³ /day	93.1 % of the rated capacity
Total Treated Water Produced in 2024	153,171 m ³	

Historical Flows

Virginiatown-Kearns Water Treatment Plant – Historical Flow Comparison

Year	Maximum Treated Flow (m ³ /d)	Average Daily Treated Flow (m ³ /d)	Average Day % of Rated Capacity (2045 m ³ /d)
2024	1,903	418	20.4 %
2023	684	407	19.9 %
2022	1,254	458	22.4 %
2021	789	391	19.1 %
2020	889	515	25.2 %

Table F and Figure 2 compare the average treated water flows from 2020 to 2024.

Table F: Virginiatown-Kearns Water Treatment System - Average Treated Water Tower Flows from 2020 to 2024

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2020 Average Flow (m ³ /day)	646	609	589	604	640	621	534	452	458	332	326	372
2021 Average Flow (m ³ /day)	385	448	492	476	440	365	369	332	303	355	378	355
2022 Average Flow (m ³ /day)	434	410	570	610	535	455	449	315	288	379	497	552
2023 Average Flow (m ³ /day)	498	482	512	489	476	427	395	356	306	315	321	312
2024 Average Flow (m ³ /day)	353	385	417	389	416	380	512	407	362	424	489	485
MDWL - Rated Capacity (m ³ /day)	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045	2045

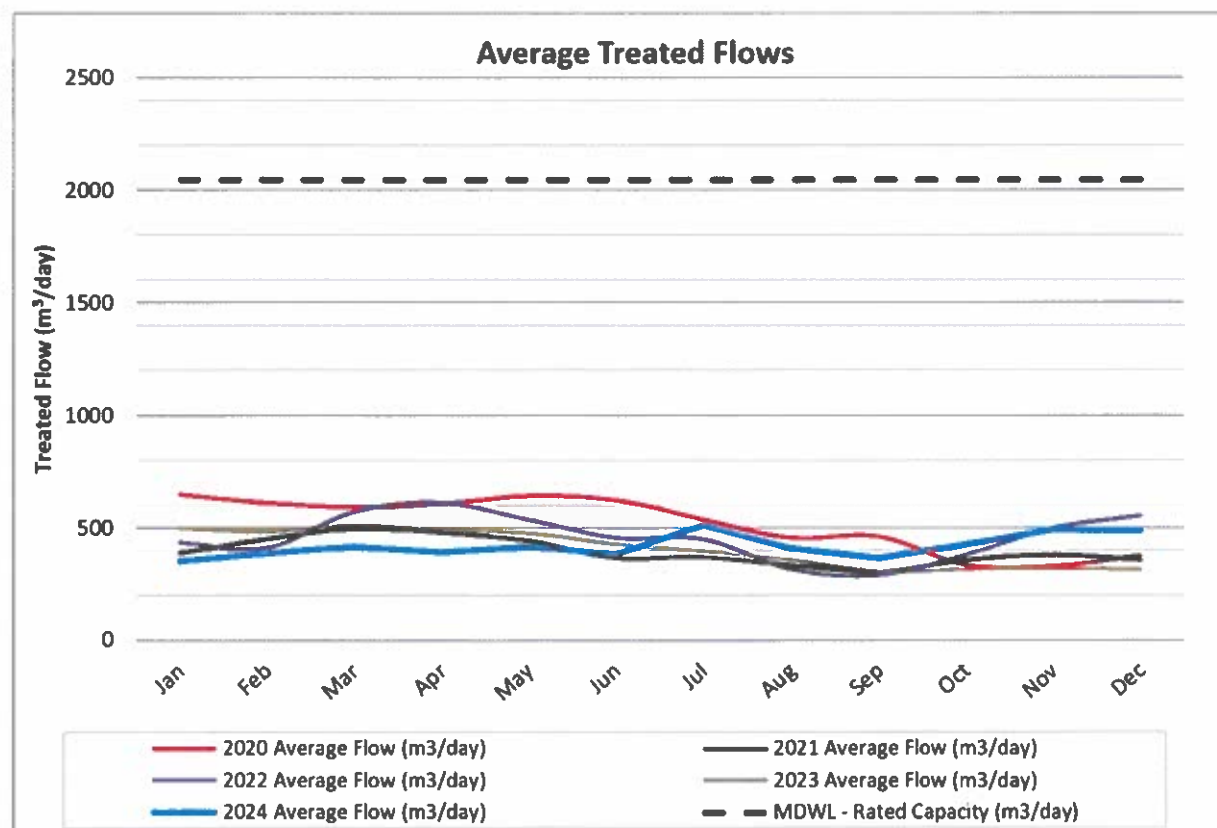


Figure 2: 2024 - Comparison of Treated Water Flows to the Rated Capacity

CONCLUSION

The water quality data collected in 2024 demonstrates that the Virginiatown-Kearns drinking water system provided high quality drinking water to its users.

The system was able to operate within the water taking volumes of the permit to take water, but had one exceedance for rated capacity in the licence regarding Stand-by Well# 2. Overall, the Drinking Water System was able to meet the community's demand for water use.

All Adverse Water Quality Incidents were reported to the Ministry's Spills Action Center and the corrective actions were completed as required and any non-compliances that were identified were resolved as soon as possible.



APPENDIX A

Monthly Summary of Microbiological Test Results

VT-3 (Inlet)	2024												Min
	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	
E. Coli - cfu/100mL													
Lab Count	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	
Lab Month Max	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Lab Month Mean	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Lab Month Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
HPC - cfu/mL													
Lab Count	2.00	2.00	2.00	3.00	2.00	2.00	2.00	2.00	2.00	3.00	2.00	2.00	
Lab Month Max	< 10.00	10.00	< 10.00	10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	10.00	< 10.00	< 10.00	
Lab Month Mean	< 10.00	10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	
Lab Month Min	< 10.00	10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00
Total Coliform: TC - cfu/100mL													
Lab Count	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	
Lab Month Max	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Lab Month Mean	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Lab Month Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2024													
Total													
VT-4 (Inlet)													
E. Coli - cfu/100mL													
Lab Count	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	
Lab Month Max	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Lab Month Mean	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Lab Month Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
HPC - cfu/mL													
Lab Count	3.00	2.00	2.00	2.00	2.00	2.00	3.00	2.00	2.00	2.00	2.00	3.00	
Lab Month Max	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	
Lab Month Mean	< 10.00	< 10.00	< 10.00	< 10.00	< 15.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	
Lab Month Min	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00
Total Coliform: TC - cfu/100mL													
Lab Count	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	
Lab Month Max	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Lab Month Mean	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Lab Month Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2024													
Total													

Well 1 (Chemistry)	2024												Min		
	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024		Total	Avg
E. Coli: EC - cfu/100mL															
Lab Count	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	53.00		
Lab Month Max	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
Lab Month Mean	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
Lab Month Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
Total Coliform: TC - cfu/100mL															
Lab Count	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	53.00		
Lab Month Max	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
Lab Month Mean	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
Lab Month Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
Well 2 (Sanitary)															
E. Coli: EC - cfu/100mL															
Lab Count	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	53.00		
Lab Month Max	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
Lab Month Mean	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
Lab Month Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
Total Coliform: TC - cfu/100mL															
Lab Count	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	53.00		
Lab Month Max	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			1.00
Lab Month Mean	0.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
Lab Month Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
Treated Water (POE)															
E. Coli: EC - cfu/100mL															
Lab Count	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	53.00		
Lab Month Max	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
Lab Month Mean	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
Lab Month Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
HPC - cfu/mL															
Lab Count	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	53.00		
Lab Month Max	60.00	20.00	< 10.00	130.00	< 10.00	< 10.00	< 10.00	20.00	< 10.00	< 10.00	< 10.00	< 10.00			130.00
Lab Month Mean	< 22.00	< 12.50	< 10.00	< 38.00	< 10.00	< 10.00	< 10.00	< 12.50	< 10.00	< 10.00	< 10.00	< 10.00	<	14.15	
Lab Month Min	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	< 10.00	<		10.00
Total Coliform: TC - cfu/100mL															
Lab Count	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	53.00		
Lab Month Max	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
Lab Month Mean	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
Lab Month Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00



APPENDIX B

Monthly Summary of Operational Data

Customized Monthly Report
From 01/01/2024 to 12/31/2024

Facility Name: VIRGINIATOWN-KEANS (MCGARRY)
DRINKING WATER SYSTE
Receiver:

Facility Org Number: 5085
Facility Owner: Municipality: Township of McGarry
Service Population: 590

Works: 220000317
Facility Classification: None required
Total Design Capacity: 2045 m3/day



Residual No. 4	2024												Min
	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Max
CI Residual: Free - mg/L													
IH Edited Count	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	
IH Month Max	1.37	1.27	1.17	1.10	1.20	1.07	1.10	1.07	0.99	1.41	1.68	1.42	1.68
IH Month Mean	1.04	1.18	0.95	0.95	1.02	0.97	1.05	1.03	0.93	1.20	1.38	1.32	1.09
IH Month Min	0.69	1.04	0.80	0.86	0.69	0.85	0.93	1.01	0.87	1.02	0.87	1.13	0.69
Total													
Avg													
2024													
Residual No. 1													
CI Residual: Free - mg/L													
IH Edited Count	10.00	8.00	8.00	9.00	9.00	8.00	10.00	8.00	8.00	10.00	8.00	9.00	
IH Month Max	1.55	1.31	1.09	1.07	1.18	1.26	1.16	1.03	1.10	1.48	1.69	1.49	1.89
IH Month Mean	1.23	1.07	0.96	0.89	0.88	1.09	0.92	0.87	0.90	1.18	1.53	1.30	1.07
IH Month Min	1.01	0.93	0.78	0.75	0.40	0.82	0.76	0.70	0.65	0.77	1.33	1.09	0.40
Total													
Avg													
2024													
Residual No. 2													
CI Residual: Free - mg/L													
IH Edited Count	10.00	8.00	8.00	9.00	9.00	8.00	10.00	8.00	8.00	10.00	8.00	9.00	
IH Month Max	1.33	1.13	1.12	1.27	1.20	1.56	1.15	1.18	1.04	1.50	1.84	1.46	1.84
IH Month Mean	1.21	1.02	0.97	0.94	0.82	1.28	0.92	0.88	0.78	1.24	1.51	1.28	1.07
IH Month Min	1.04	0.94	0.82	0.79	0.37	0.82	0.78	0.63	0.21	0.92	1.18	0.98	0.21
Total													
Avg													
2024													

#10 (n)

Ministry of Mines

Mineral Development Branch

Ontario Government Complex, E Wing
PO Bag 3060, 5520 Highway 101 East
South Porcupine ON P0N 1H0
Tel: (705)235-1625
Fax: (705)235-1660
Toll Free: 1-888-415-9845, Ext 1625

Ministère des Mines

Direction de l'exploitation des minéraux

Complexe du Gouvernement de l'Ontario
Aile E, Sac postal 3060, 5520 Route 101 Est
South Porcupine ON P0N 1H0
Tél: (705)235-1625
Télé: (705)235-1660
Sans frais : 1-888-415-9845, poste 1625



February 25, 2025

Melanie Jensen – Clerk-Typist Receptionist
Township of McGarry
27 Webster Street P.O. Box 99
Virginiatown ON, P0K 1X0
mjensen@mcgarry.ca

Dear Ms. Jensen:

**Re: Exploration Permit Application, PR-25-000018, Instant Pond Project
McGarry and McVittie Townships; District of Temiskaming**

The Ministry of Mines ("the Ministry") has received a proposal to conduct early exploration activities for which the project proponent, **Gatling Exploration Inc.** is required under the *Mining Act* to apply for an exploration permit. We are notifying you because **some or all of the activities** proposed in the permit application would take place within your municipality.

MINES posted a proposal notice for this permit application on the Environmental Registry of Ontario (ERO) on **February 25, 2025** for public review and comment for a period of 30 days. The posting can be accessed via this link: [Environmental Registry of Ontario](#). Should you wish to provide comments on the proposed exploration activities, please do so through the ERO.

If you would like to learn more about the Ministry's approach to consultation with Aboriginal communities on decisions under the *Mining Act*, please see the [Consultation framework: implementing the duty to consult with Aboriginal communities on mineral exploration and mine production in Ontario | ontario.ca](#), including the Ministry's [Statement on community- proponent agreements | ontario.ca](#).

If you have any questions regarding this letter or the regulatory process for early exploration, please do not hesitate to contact **Katrina Lauzon**, Mineral Exploration and Development Consultant, at **705-288-0551** or by e-mail to **Katrina.Lauzon@Ontario.ca**.

Sincerely,

A handwritten signature in blue ink, appearing to be "M. Jensen", written over a light blue horizontal line.

Michael Young
Director of Exploration

c: **Katrina Lauzon**, Mineral Exploration and Development Consultant, MINES
Sarah Henry, Administrative Assistant, MINES

NORTHEASTERN
PUBLIC HEALTH

SANTÉ PUBLIQUE
DU NORD-EST

#10 (0)

MINUTES

Northeastern Public Health Board of Health

Special Meeting held on January 30, 2025 at 4:00 PM

Microsoft Teams

1.0 ROLL CALL

Board of Health Members

Michelle Boileau	City of Timmins
Andrew Marks	City of Timmins
Mark Wilson	Temiskaming Shores
Jeff Laferriere	Temiskaming Shores
Carol Lowery	Rural South: Armstrong, Brethour, Casey, Cobalt, Coleman, Harley, Harris, Hilliard, Hudson, Kerns, Latchford, Temagami, Thornloe
Paul Kelly	Rural Central South: Charlton & Dack, Chamberlain, Englehart, Evanturel, Gauthier, James, Larder Lake, McGarry, Matachewan
Peter Politis	Cochrane, Smooth Rock Falls
Gary Fortin	Kapuskasing (MS Teams in Timmins)
Marc Dupuis	Rural North: Fauquier-Strickland, Hornepayne, Hearst, Mattice Val Cote, Moonbeam, Opatatika, Val Rita Harty
Savion Nakogee	Rural Far North: Moosonee, James Bay and Hudson Bay region
Casey Owens	Kirkland Lake
Cindy Marks-Campbell	Provincial Appointee
Suzanne Perras	Provincial Appointee (arrived at 4:16 p.m. MS Teams)
Cathy Dwyer	Provincial Appointee
Todd Steis	Provincial Appointee
David Lowe	Provincial Appointee
Curtis Arthur	Provincial Appointee

Regrets

John Curley	City of Timmins
Tory Delaurier	Rural Central North: Iroquois Falls, Black River Matheson

Northeastern Staff Members

Dr. Lianne Catton	Acting Medical Officer of Health/Chief Executive Officer
Rosa Montico-Reimer	Director of Finance
Lori McCord	Executive Assistant
Rachelle Cote	Executive Assistant

Regrets

Randy Winters Director of Corporate and Protection Services.

Member of the Public

None

1.1 **CALL TO ORDER:** the meeting was called to order at 4:01 pm.

1.2 APPROVAL OF AGENDA**MOTION #17-S-2025**

Moved by: Paul Kelly

Seconded by: Marc Dupuis

That the agenda for the Board of Health for the Northeastern Health Unit meeting January 30, 2025 be approved.

CARRIED

1.3 DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE

None declared.

2.0 PREVIOUS MINUTES**2.1 PHU Board of Health Minutes – December 5, 2024**

The minutes from the Board of Health for the Porcupine Health Unit meeting dated December 5, 2024 were reviewed.

MOTION #18-S-2025

Moved by: Gary Fortin

Seconded by: Andrew Marks

That the Board of Health for the Northeastern Health Unit approve the minutes for the Board of Health for the Porcupine Health Unit meeting dated December 5, 2024.

CARRIED

2.2 THU Board of Health Minutes – December 4, 2024

The minutes from the Board of Health for the Timiskaming Health Unit meeting dated December 4, 2024 were reviewed.

MOTION #19-S-2025

Moved by: Casey Owens

Seconded by: David Lowe

That the Board of Health for the Northeastern Health Unit approve the minutes for the Board of Health for the Timiskaming Health Unit meeting dated December 4, 2024.

CARRIED

2.3 NEPH Board of Health Minutes – January 1, 2025

The minutes from the Board of Health for the Northeastern Health Unit meeting dated January 1, 2025 were reviewed.

MOTION #20-S-2025

Moved by: David Lowe

Seconded by: Cathy Dwyer

That the Board of Health for the Northeastern Health Unit approve the minutes for the meeting dated January 1, 2025.

CARRIED

3.0 AGENDA ITEMS FOR INFORMATION, DISCUSSION, DECISION**3.1 Proposed Meeting Dates**

The Board of Health meeting schedule for 2025 was previously shared.

MOTION #21-S-2025

Moved by: Carol Lowery

Seconded by: Gary Fortin

That the Board of Health for the Northeastern Health Unit approve the 2025 schedule of meeting dates as presented.

3.2 Board Member Attendance to Workshops/Conferences**3.2.1 alPHa Conference – Feb 12-14, 2025 (virtual)**

Information around alPHa's Winter Symposium was previously shared with Board members with a request to advise of their interest in attending. Dr. Catton provided an overview of the symposium and shared that Chair Boileau has been asked to speak during one of the planned sessions.

MOTION #22-S-2025

Moved by: David Lowe

Seconded by: Andrew Marks

That the Board of Health for the Northeastern Health Unit approve Board Members Sue Perras, Mark Wilson, Michelle Boileau to attend alPHa 2025 Winter Symposium.

CARRIED

3.3 Orientation**3.3.1 Board Orientation Session**

As outlined in the By-Laws and the accountabilities in the *Good Governance and Management Domain* of the Ontario Public Health Standards (OPHS), an annual orientation session is being planned. As a new public health agency with a large Board of 19 members, connecting in-person to review the bylaws, policies, and the

latest public health sector updates. It is an important opportunity to learn more about each legacy health unit to help create the vision for our future as NEPH. Board orientation from a governance perspective especially through a merger, is exceedingly important, and the merger funding provides a unique opportunity to support a more comprehensive event. Representatives from alPHa will be present to provide some governance training that many health units have benefitted from. An in-person event in Timmins will be planned. While attendance is strongly encouraged, if members are unable to attend alternate options for the training will be determined. Dates will be proposed and a survey circulated to Board members to determine a date.

3.3.2 Board Orientation Registration Forms

Board Member Conflict of Interest Declaration Form, Board Member Code of Conduct Declaration Form, and Board Member Confidentiality Agreement forms were previously shared with Board Members with the corresponding policies. Board members are requested to forward their signed documents to the Recording Secretary.

3.4 Appointment of Finance Committee

Board members were previously requested to express their interest in serving on the Finance Committee. Membership as outlined in the draft Terms of Reference for the Finance Committee is comprised of six committee members and the Board Chair as ex-officio. Interest was expressed by the following seven members: Paul Kelly, Sue Perras, Jeff Laferriere, Andrew Marks, Gary Fortin, Curtis Arthur and Todd Steis. Board member Laferriere declined to have his name stand.

MOTION #23-S-2025

Moved by: Cindy Campbell

Seconded by: Jeff Laferriere

That the Board of Health for the Northeastern Health Unit approve the appointment of the Finance Committee Members:

Paul Kelly

Sue Perras

Andrew Marks

Gary Fortin

Curtis Arthur

Todd Steis

Michelle Boileau, Chair Ex-Officio

CARRIED

3.5 Infrastructure Update

3.5.1 Request for Proposal – Pine St. Timmins HVAC System

For information purposes Dr. Catton provided an infrastructure update around the HVAC system at the Pine Street building in Timmins. The HVAC system is at end of life with an increased risk of failure and as such requires significant repairs. This is not an upgraded system, however, will ensure the continuity of heating, ventilation and cooling systems at the level of current function. The funding for this project was included and approved in the year one capital submission. The Ministry is aware that the project will extend into year 2. The initial assessment and estimate was \$750,000.00. Consultation around the required HVAC needs and support of the RFP process was provided by J.L. Richards. Following the procurement policy, the RFP was issued on November 28, 2024 and went to public tender on January 23rd with three bids submitted for review. Recommendation for the successful proponent will be brought to the Board for approval.

3.5.2 Request for Proposal – NEPH Phone System

Rosa Montico-Reimer, Director of Finance provided an overview of the phone system. The current system supports over 13 offices in 12 communities and 197 staff members. Legacy PHU Board members were aware of issues with the current system which is at end of life. The Board was advised that funding for this project was included and approved as part of the merger costs. Rosa Montico-Reimer advised that the procurement policy was followed and noted it was the first RFP that followed the bids and tender platform. The RFP was issued on September 3, 2024 and included the merged entity. Eighteen proposals were received and an independent review and cost scoring was conducted. The recommendation to the Board is to award the RFP to Sunwire. Rosa Montico-Reimer advised the estimated one time implementation cost is \$100,001.00 with ongoing annualized cost of \$44,229.00.

MOTION #24-S-2025

Moved by: Marc Dupuis

Seconded by: Curt Arthur

That the Board of Health for the Northeastern Health Unit approve the awarding of the NEPH phone system tender to Sunwire with an estimated one-time implementation cost of \$100,101.00 and ongoing annual cost of \$44,229.

CARRIED

4.0 MEDICAL OFFICER OF HEALTH/CHIEF EXECUTIVE OFFICER REPORT

Dr. Catton provided a verbal update.

Strengthening Public Health: The Strengthening Public Health Strategy aimed to optimize capacity, stability and sustainability in the public health sector. The initiatives under the Strengthening Public Health Strategy were to support voluntary mergers, review public health funding and update the Ontario Public Health Standards (OPHS). Supporting voluntary mergers was announced at AMO in August 2023. To date nine Boards of Health have merged into four new public health entities. Northeastern Public Health team members meet regularly with partners from other merged health units as well as with the Ministry. The second initiative to

strengthen public health is the Ontario Public Health Standards (OPHS) review. The review has not resulted in any notable decrease in accountabilities of local public health. It is expected that there will be a levelling of priorities and a review of opportunities where public health could decrease duplication and increase opportunities. It is expected that the new standards will be released in time to implement in January 2026. There have been no further updates around funding and no changes to funding are expected beyond the 1% increase in 2024, 2025, 2026.

Ministry of Health Engagement/Leadership Roles: Continued involvement at several tables includes current role as the Chair of the Council of Medical Officers of Health (COMOH) Section which includes membership on the alPha Executive and the alPha Board. Northern regional representative at the Public Health Leadership Table, with the Office of the Chief Medical Officer of Health (OCMOH) and Public Health Ontario (PHO).

Vaccine Preventable Disease/COVID-19/Influenza Activity: Northeastern Public Health (NEPH) continues to see influenza, COVID-19, RSV, and outbreaks continue to be investigated, declared and supported across the region. Hospitals have been reporting significant increases in presentations to the emergency departments for respiratory illness. Northeastern Public Health continues to support opportunities for vaccination for influenza, COVID-19 and RSV across the region. Increased cases and clusters of invasive Group A Streptococcus (iGAS), Blastomycosis and Pertussis have also been noted. Northeastern Public Health shares information widely with health care providers highlighting these trends and, as appropriate, guidance for testing, treatment and reporting. Trends are also shared with partners and on social media platforms. Northeastern Public Health continues to support communities and regions experiencing increases in infectious diseases. NEPH works closely with First Nation communities, Indigenous Services Canada, Public Health Ontario, provincial laboratories, local hospitals and providers in supporting any clusters or outbreaks of communicable or reportable diseases that may be occurring.

Programs and Services Highlights/Updates: Northeastern Public Health continues to see an increase in suspected opioid related overdoses and events. Most recently a yellow alert was shared in legacy PHU region. Work continues to integrate legacy THU and PHU surveillance. Alerts are shared widely across the region. Ontario Health Teams continue to work with both legacy THU. In legacy THU this includes work on an online booking system. Both Legacy PHU and THU continue involvement with local Community Safety and Well-Being Plans supporting partners and initiatives. Planet Youth is active in both legacy health units and will continue as is at this time due to strong local partnerships and community coalitions in addressing reducing harmful substance use rates. Recent team trips to support the Moosonee office resulted in exciting initiatives with the NEPH dietician and APANO Lead in Moosonee. The school team is busy implementing the Immunization of Schools Act (ISPA) across the region. Integration of both legacy PHU-THU school programs began early in the merger to ensure alignment of programs and consistency of communications across all 9 school boards in the region for the school year.

The Board thanked Dr. Catton for the report.

5.0 NEPH MERGER TRANSITION REPORT

Dr. Catton provided an overview of the historical background and timelines around the PHU-THU merger. Dr. Catton advised that much work has been done around the integration of business, workforce, programs and services, governance and communities. A summary of the milestones completed to date, NEPH's current focus and the next steps planned were shared. The Board acknowledged the valuable update shared.

6.0 CORRESPONDENCE

Correspondence was received for information purposes.

7.0. CLOSED SESSION

N/A

8.0 RISE AND REPORTING OF CLOSED SESSION

N/A

8.0 ADJOURNMENT**MOTION #16-S-2025**

Moved by: Todd Steis

Seconded by: Andrew Marks

That the next meeting of the Board of Health for the Northeastern Health Unit be held on February 27, 2025 at 4:00 p.m.

CARRIED



February 27, 2025

Michelle Boileau, Board Chair

Lori McCord, Recorder, Rachelle Cote, Recorder

February 20, 2025

To all TMSA Member Municipalities:

RE: Updates on 2024 Financial Statements, Bylaw Enforcement, and Planning Services

I am writing to provide updates on several important matters from our recent TMSA Board meeting:

Zone 1 and Zone 3 Board Representatives

We are pleased to welcome our new representatives for Zone 1, Teri-Lynn Jibb from the Township of James, and Jean Marc Boileau from the Township of Armstrong for Zone 3. Their contributions will be valuable as we continue to enhance shared services across the region.

2024 Financial Statements

The Board received and reviewed the 2024 Financial Statements from our auditor. These statements have been approved and are enclosed for your reference.

2025 Budget Approval

The Board has adopted the 2025 budget with no change to membership fees from 2024. A copy of the approved budget is enclosed for your records.

Planning Services Now a Core TMSA Service

Following approval from the majority of member municipalities, planning services will now be a mandatory core service within TMSA, effective 2025. This integration strengthens our ability to provide timely and consistent planning support across all communities.

Agreement for Background Planning Services

To support our in-house Planner, the Board has approved entering into an agreement with Planscape for supplementary planning services for 2025. This will ensure that larger firm resources and backup support are available when needed. Please note that the municipal contact is the TMSA Planner, Jennifer, but they will support Jennifer if needed.

Bylaw Enforcement as a Shared Service

Given that the bylaw officer used by many of our municipalities is retiring soon, there has been interest in exploring the option of a single contract under the TMSA rather than 19 individual



TEMISKAMING MUNICIPAL SERVICES ASSOCIATION

agreements. The Board has directed staff to begin discussions on what a shared bylaw enforcement contract would look like under the TMSA. Once we have more details part of this process will be reaching out to communities to decide whether a shared service is something they are interested in being handled under the TMSA.

We appreciate your continued participation and support as we work to improve shared services within the TMSA. If you have any questions or require further information, please contact the Secretary-Treasurer, Dan, or your Zone representative.

Sincerely,

Kerry Stewart

Chair, Temiskaming Municipal Services Association

ENCL: December 19, 2024, Minutes
 2024 Financial Statements
 2025 Adopted Budget

**Temiskaming Municipal Services Association
Meeting Minutes**

TMSA Board December 19, 2024 - 01:30 PM

In Person at Armstrong Township Office - 35 10th Street East, Earltown OR

Microsoft Teams

Join the meeting now

Meeting ID: 227 705 856 411

Passcode: xN2ix7dA

BOARD: Kerry Stewart (Zone 4-Chair), Jaime Allen (Zone 1), and Crystal Labbe (Zone 5).

ABSENT: Clayton Seymour (Zone 2) and Wayne Miller (Zone 3).

STAFF: Dan Thibeault, Secretary Treasurer, David Barton, Chief Building Official, Jennifer Pye, Planner.

GUEST: NONE

1 Call to Order and Roll Call

2024-36

Moved By: Jamie Allen

Seconded By: Crystal Labbe

THAT the meeting of December 19, 2024 be called to order at 1:34 p.m.

CARRIED

2 Approval of Agenda and Identification of New Business

2024-37

Moved By: Crystal Labbe

Seconded By: Jamie Allen

THAT the Board accepts the December 19, 2024 Agenda which forms part of each Board member's package.

CARRIED

3 Disclosure of Conflict of Interest

None

4 Minutes of the Previous Meeting

2024-38

Moved By: Jamie Allen
Seconded By: Crystal Labbe

THAT the minutes of the meeting held September 11, 2024 be hereby approved as circulated.

CARRIED

5 Deputations and Presentations

6 Reports

2024-39

Moved By: Jamie Allen
Seconded By: Crystal Labbe

THAT the Board hereby accepts reports from staff as listed under section 6 for information.

CARRIED

6.1 Secretary Treasurer

6.2 Chief Building Official

6.2.1 Dormant Fee Recommendation

6.3 Planner

6.3.1 RFQs Received

7 Correspondence

None

8 Motions/Notice of Motions

8.1 Procedure for Filling Vacancies on the TMSA Board

2024-45

Moved By: Crystal Labbe
Seconded By: Jamie Allen

WHEREAS the Temiskaming Municipal Services Association (TMSA) values equitable representation from member municipalities and seeks to ensure timely and transparent processes for filling board vacancies;

AND WHEREAS a vacancy may arise due to the resignation of a board member representing a specific zone;

NOW THEREFORE BE IT RESOLVED THAT:

1. Upon receipt of a written resignation from a board member, the TMSA Board directs the Secretary Treasurer to open nominations to all municipalities within the affected zone.

2. Nominations must be submitted for consideration at the next scheduled board meeting, provided that the resignation is received at least 30 days prior to that meeting.
3. If a resignation is received less than 30 days before the next board meeting, nominations shall be opened and considered at the subsequent board meeting.
4. The Board shall review and appoint a nominee to fill the vacancy in accordance with TMSA's governing by-laws and policies.

AND THAT this resolution takes effect immediately upon its passing.

CARRIED

8.2 Approval of Statement of Revenue and Expenditures to November 30, 2024.

2024-40

Moved By: Jamie Allen

Seconded By: Crystal Labbe

THAT the Statement of Revenue and Expenditures up to November 30, 2024 be hereby accepted as presented.

CARRIED

8.3 Approval of Voucher from September to November 2024

2024-41

Moved By: Jamie Allen

Seconded By: Crystal Labbe

THAT the Accounts Payable Register from September to November 2024 in the amount of \$9,677.52 be approved.

CARRIED

8.4 Board Schedule for 2025

2024-42

Moved By: Crystal Labbe

Seconded By: Jamie Allen

THAT the regular board meetings for the TMSA for 2025 be scheduled as followed:

- Thursday February 20th, 2025;
- Thursday May 8th, 2025;
- September 11th, 2025;
- November 6th, 2025.

FURTHER THAT the meetings be schedule for 1:30pm at the Township of Armstrong Municipal Office.

CARRIED

**8.5 TMSA Planner as a Permanent Mandatory Service
2024-43**

Moved By: Crystal Labbe
Seconded By: Jamie Allen

WHEREAS the Temiskaming Municipal Services Association (TMSA) currently provides planning services on an opt-in basis to its member municipalities;

AND WHEREAS the integration of planning services with Building Code enforcement has demonstrated clear benefits, including enhanced efficiency, consistency, and professional support;

AND WHEREAS 20 of 21 member municipalities have opted into planning services in 2024, demonstrating strong demand and satisfaction with this service;

AND WHEREAS a mandatory planning service would eliminate inconsistencies caused by the opt-in model and simplify fee structures for member municipalities;

AND WHEREAS a unified annual fee combining planning and building services would streamline administration and reflect the comprehensive nature of TMSA's offerings;

AND WHEREAS the group of municipal clerks consulted on this matter have expressed support for making planning a core service of TMSA.

NOW THEREFORE BE IT RESOLVED THAT:

1. The TMSA Board recommends the adoption of planning services as a mandatory core offering for all member municipalities beginning in 2025.
2. The TMSA Board directs staff to reach out to the municipalities for their vote on incorporating planning as a mandatory service by the end of January 2025.
3. If the majority agrees then the Planning Services will be a mandatory service under the TMSA for 2025 and beyond and if not Planning services will fall continue under the Opt In Model.

CARRIED

**8.6 Award Contract for Supplementary Planning Services
2024-44**

Moved By: Crystal Labbe
Seconded By: Jamie Allen

WHEREAS a Request for Quotation was solicited for Planning Services;

AND WHEREAS 3 proposals were received.

NOW THEREFORE the Board approve the proposal from Planscape as they best meet the criteria of our RFQ.

CARRIED

9 By-Laws

**9.1 By-Law 2024-04: Being a by-law respecting building and planning fees.
2024-46**

Moved By: Jamie Allen

Seconded By: Crystal Labbe

THAT By-law No. 2024-04 being a by-law respecting building and planning fees be read a first, second and third time and finally passed under the hands of the Chair, Secretary Treasurer and seal of the Corporation on this 19th day of December, 2024.

CARRIED

10 In Camera Closed Session


**11 Adjournment
2024-47**

Moved By: Crystal Labbe

Seconded By: Jamie Allen

THAT the Meeting of December 19, 2024 be adjourned at 2:39 p.m. to meet again at the next meeting on the 20th day of February, 2025 at 1:30 p.m at the Township of Armstrong Office or at the call of the Chair.

CARRIED



Chair: Kerry Stewart



Secretary Treasurer: Dan Thibeault

TEMISKAMING MUNICIPAL SERVICES ASSOCIATION

BY – LAW NO. 2025-02

BEING A BY-LAW TO ADOPT THE 2025 BUDGET.

WHEREAS Section 3 of the Building Code Act, 1992, S.O. 1992, Chapter 23, provides for the joint enforcement and joint jurisdiction in the area comprising of the municipalities;

AND WHEREAS Article 7.04 of the General Operating By-law 1 of the Temiskaming Municipal Services Association provides for the annual adoption of the budget by the TMSA Board;

AND WHEREAS Article 2.05 of the General Operating By-Law 1 of the Temiskaming Municipal Services Association provides for the adoption of annual membership dues as determined by the TMSA Board;

NOW THEREFORE BE IT RESOLVED THAT the Board of the Temiskaming Municipal Services Association enacts as follows:

1. **THAT** the budget for 2025 be attached as Schedule A.
2. **THAT** the Secretary Treasurer is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule after passage of this by-law where such modifications or corrections do not alter the intent of the by-law.
3. **THAT** this By-law comes into force and effect on the day of passing thereof.
4. **THAT** all other By-laws and resolutions, or parts thereto, contrary hereto or inconsistent herewith, be and the same are hereby repealed.

READ A FIRST, SECOND AND THIRD TIME in open Council, enacted and passed this 20th day of February, 2025.


KERRY STEWART, CHAIR


DAN THIBEAULT, SECRETARY/TREASURER

SCHEDULE A

Temiskaming Municipal Building Association Budget 2025

January - December 2025

	Budget
Income	
4310 Building Permit Fees	200,000
4325 Membership Fee	94,500
4340 Interest Earned	7,500
4361 Planning Application Fees	50,000
4364 Transfer from Reserves	20,000
Total Income	\$ 372,000
Gross Profit	\$ 372,000
Expenses	
5225 Interest and Bank Charges	300
5230 Legal & Audit Expense	7,900
5240 Outside Contract Services	10,000
5250 Insurance Vehicles	3,000
5255 Insurance - Liability	16,900
5300 Facilities and Equipment	9,500
5320 Vehicle Maintenance	4,000
5330 Computer System	2,300
5335 Computer Support	10,000
5401 Payroll Expenses	234,700
5415 Benefits and Deductions Expense	15,100
5420 OMERS	22,400
5510 Resource Manuals	500
5520 Supplies	1,000
5530 Telephone, Telecommunications	3,600
5550 Gasoline	10,900
5570 Administration Fee	9,500
5620 Advertising	500
5630 Memberships & Subscriptions	4,500
5640 Seminars/ Courses	3,900
5650 Apparel	500
5910 Miscellaneous Expense	1,000
Total Expenses	\$ 372,000
Net Operating Income	\$ 0
Net Income	\$ 0

TEMISKAMING MUNICIPAL SERVICES ASSOCIATION

FINANCIAL STATEMENTS

DECEMBER 31, 2024

Kemp Elliott & Blair L.L.P.

TERRY L. ELLIOTT, CPA, CA
STEVEN M. AGLAND, CPA, CA
DANIELLE GIRARD, CPA, CA
LOUISE LABONTE, MBA, CPA, CA
ASHLEY PROCTOR, CPA, CA
NICK SEED, CPA

CHARTERED PROFESSIONAL ACCOUNTANTS

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Independent Auditors' Report

To the board of directors of the
Temiskaming Municipal Services Association

Opinion

We have audited the financial statements of Temiskaming Municipal Services Association, which comprise the statement of financial position as at December 31, 2024, and the statements of changes in net assets, operations and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at December 31, 2024, and the results of its operations and its cash flows for the year then ended in accordance with ASNPO.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

Independent Auditors' Report, continued

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

New Liskeard, Ontario
February 20, 2025

Kemp Elliott & Blair LLP

Kemp Elliott & Blair LLP
Chartered Professional Accountants
Licensed Public Accountants

TEMISKAMING MUNICIPAL SERVICES ASSOCIATION
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2024

	2024	2023
ASSETS		
Current assets		
Cash	\$ 327,985	\$ 453,119
Short-term investments - note 3	12,718	12,076
Accounts receivable	82,854	55,531
Prepaid expenses	9,716	8,823
	433,273	529,549
Capital assets - note 4	51,445	47,601
	\$ 484,718	\$ 577,150
LIABILITIES AND NET ASSETS		
Current liabilities		
Accounts payable and accrued liabilities	\$ 18,721	\$ 11,729
Government remittances payable	15,236	135,881
	33,957	147,610
Net assets	450,761	429,540
	\$ 484,718	\$ 577,150

The accompanying notes form an integral part of these financial statements

On behalf of the Board

Signed by:
 Director
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DocuSigned by:
 Director
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TEMISKAMING MUNICIPAL SERVICES ASSOCIATION
STATEMENT OF CHANGES IN NET ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2024

	<u>2024</u>	<u>2023</u>
Balance, beginning of year	\$ 429,540	\$ 377,749
Excess of revenues over expenditures	<u>21,221</u>	<u>51,791</u>
Balance, end of year	\$ 450,761	\$ 429,540

The accompanying notes form an integral part of these financial statements

TEMISKAMING MUNICIPAL SERVICES ASSOCIATION
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2024

	2024 Budget	2024 Actual	2023 Actual
Revenues			
Building inspection services	\$ 180,000	\$ 255,506	\$ 202,666
Membership fees	92,000	92,000	42,000
Planning application fees	85,000	24,000	-
Interest income	5,000	9,428	3,755
Other revenue	2,500	2,520	605
	364,500	383,454	249,026
Expenditures			
Employee wages	263,900	269,011	120,314
Travel and automotive	15,200	19,027	11,909
Office and miscellaneous	53,100	16,762	11,207
Insurance	15,500	14,653	12,951
Computer expense	13,100	11,868	10,951
Administration fee	9,300	9,300	9,000
Professional fees	10,400	6,698	8,848
Amortization	-	14,914	12,055
	380,500	362,233	197,235
Excess (deficiency) of revenues over expenditures	\$ (16,000)	\$ 21,221	\$ 51,791

The accompanying notes form an integral part of these financial statements

TEMISKAMING MUNICIPAL SERVICES ASSOCIATION

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2024

	2024	2023
Operating activities		
Excess of revenues over expenditures	\$ 21,221	\$ 51,791
Item not affecting cash		
Amortization	14,914	12,055
Total adjustments	36,135	63,846
Change in non-cash working capital items		
Short-term investments	(642)	(247)
Accounts receivable	(27,323)	112,800
Prepaid expenses	(893)	(584)
Accounts payable and accrued liabilities	6,992	3,243
Government remittances payable	(120,645)	20,772
	(142,511)	135,984
Cash provided by (used in) operating activities	(106,376)	199,830
Investing activity		
Purchase of capital assets	(18,758)	(9,841)
Net increase (decrease) in cash	(125,134)	189,989
Cash, beginning of year	453,119	263,130
Cash, end of year	\$ 327,985	\$ 453,119

The accompanying notes form an integral part of these financial statements

TEMISKAMING MUNICIPAL SERVICES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

1. Nature of operations

Temiskaming Municipal Services Association is a not-for-profit organization incorporated without share capital in the Province of Ontario and approved by the Canada Revenue Agency for non-profit organization status under the Income Tax Act, effective December 20, 2017.

The organization provides building inspection and planning services for member municipalities. Head office is located in Earleton, Ontario.

2. Significant accounting policies

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The significant accounting policies are detailed as follows:

(a) Short-term investments

Short-term investments are recorded at cost. Investment income earned on surplus funds is reported as revenue in the period earned.

(b) Capital assets

Capital assets are recorded at cost. The organization provides for amortization using the straight-line method at rates designed to amortize the cost of the capital assets over their estimated useful lives. The annual amortization rates are as follows:

Vehicles	5 years
Computer equipment	4 years

One-half the normal rate of amortization is recorded in the year of acquisition.

(c) Revenue recognition

The organization follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Endowment contributions are recognized as direct increases in net assets.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Externally restricted contributions for the purchase of capital assets that will be amortized are recorded as deferred capital contributions and recognized as revenue on the same basis as the amortization expense related to the acquired capital assets. Externally restricted contributions for the purchase of capital assets that will not be amortized are recognized as direct increases in net assets to the Investment in Capital Assets balance.

TEMISKAMING MUNICIPAL SERVICES ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024

2. Significant accounting policies, continued

(c) Revenue recognition, continued

Other revenues such as building inspection services, planning application fees, membership fees and other revenues are recognized when they are earned, specifically when all the following conditions are met: services are provided or products are delivered to customers/rate payers, there is clear evidence that an arrangement exists, amounts are fixed or can be determined, and the ability to collect is reasonably assured.

(d) Financial instruments

Measurement of financial instruments

The organization initially measures its financial assets and liabilities at fair value.

The organization subsequently measures all its financial assets and financial liabilities at cost or amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in excess (deficiency) of revenues over expenditures in the period incurred.

Financial assets measured at amortized cost include cash, short-term investments and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities as well as government remittances payable..

Impairment

For financial assets measured at cost or amortized cost, the organization determines whether there are indications of possible impairment. When there is an indication of impairment, and the organization determines that a significant adverse change has occurred during the period in the expected timing or amount of future cash flows, a write-down is recognized in excess (deficiency) of revenues over expenditures. A previously recognized impairment loss may be reversed to the extent of the improvement. The carrying amount of the financial asset may not be greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in excess (deficiency) of revenues over expenditures.

Transaction costs

Transaction costs related to financial instruments that will be subsequently measured at fair value are recognized in net income in the period incurred. Transaction costs related to financial instruments subsequently measured at amortized cost are included in the original cost of the asset or liability and recognized in net income over the life of the instrument using the straight-line method.

TEMISKAMING MUNICIPAL SERVICES ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024

2. Significant accounting policies, continued

(e) Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. By their nature, these estimates are subject to measurement uncertainty. The effect of changes in such estimates on the financial statements in future periods could be significant. Accounts specifically affected by estimates in these financial statements are capital asset historical cost, estimated useful life and related amortization..

3. Short-term investment

Term deposits mature on August 11, 2025 and are earning interest at 5.3% per annum.

	2024	2023
Bank of Nova Scotia - Guaranteed income certificate	\$ 12,718	\$ 12,076

4. Capital assets

	2024		2023	
	Cost	Accumulated amortization	Net	Net
Vehicles	\$ 55,349	\$ 27,674	\$ 27,675	\$ 38,745
Computer equipment	36,307	12,537	23,770	8,856
	\$ 91,656	\$ 40,211	\$ 51,445	\$ 47,601

5. Related party transactions

The Township of Armstrong provides bookkeeping, management services and office space to the organization on a cost-recovery basis which makes the Township a related party. During the fiscal year, the Township of Armstrong charged the organization \$9,300 (2023 \$9,000) for these services.

Included in accounts receivable is \$59,989 (2022 \$51,757) due from member municipalities in the normal course of operations.

All transactions are recorded at the exchange amount which is the amount agreed to among the parties.

TEMISKAMING MUNICIPAL SERVICES ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024

6. Financial instruments

Transactions in financial instruments may result in an entity assuming or transferring to another party, one or more of the financial risks described below. The required disclosures provide information that assists users of financial statements in assessing the extent of risk related to financial instruments.

(a) Liquidity risk

Liquidity risk is the risk the company may not be able to meet its obligations. The organization is exposed to this risk mainly in respect of its receipt of funds from its members and other related sources and accounts payable.

(b) Credit risk

The organization does have credit risk in accounts receivable. Credit risk is the risk that one party to a transaction will fail to discharge an obligation and cause the other party to incur a financial loss. The organization reduces its exposure to credit risk by reviewing a new member's credit history before extending credit and conducts regular reviews of its existing customers' credit performance.

