



## **AGENDA**

### **Magnetawan Community Development Committee (MCDC)**

**Tuesday April 19, 2022**

**3:00 PM**

#### **OPENING BUSINESS**

- 1.1 Call to Order
- 1.2 Adoption of the Agenda
- 1.3 Disclosure of Pecuniary Interest
- 1.4 Adoption of Previous Minutes

#### **ITEMS BROUGHT FORWARD**

- 10 mins 2.1 Approved Budget Items 2022
- 10 mins 2.2 Verbal Update Community Rock Snake Naming Contest
- 10 mins 2.3 Verbal Update Scavenger Hunt Year of the Garden Event
- 10 mins 2.4 Update Easter Event
- 10 mins 2.5 Verbal Update Music In The Park
- 10 mins 2.6 Verbal Update Art in the Park
- 10 mins 2.7 Verbal Update Archery
- 10 mins 2.8 Update Canada Day Event and Fireworks
- 10 mins 2.9 Verbal Update Magnetawan Public Library Heritage Day
- 10 mins 2.10 Update Soap Box Derby
- 10 mins 2.11 Update Grant Funding

#### **ADJOURNMENT**

- 3.1 Confirm the Proceedings of Committee and Adjourn



**Magnetawan Community Development Committee (MCDC)**  
**Meeting Minutes**  
**March 22, 2022**

The meeting of the Magnetawan Community Development Committee was held on Tuesday March 22, 2022 at 3:30 pm with the following present:

**Committee members in attendance:**

Councillor John Hetherington  
Chair Dan Raaflaub  
Marilyn Raaflaub (virtually)  
Merik Szabunio (virtually)  
Vice Chair Diane Szabunio (virtually)

**Regrets:**

Cathy Loree Bulych  
Daniel Wilson

**Staff members in attendance:**

Deputy Clerk Laura Brandt (Secretary)

**Opening Business**

**1.1 Call to Order**

Meeting was called to order at 3:37 pm.

**1.2 Adoption of the Agenda**

*RESOLUTION 2022-06 M. Szabunio -D. Szabunio*

*BE IT RESOLVED THAT the Magnetawan Community Development Committee adopts the agenda as presented and circulated.*

*Carried.*

### **1.3 Disclosure of Pecuniary Interest**

The Chair stated that should anyone have a disclosure of pecuniary interest that they could declare the nature thereof now or any time during the meeting.

### **1.4 Adoption of Previous Minutes**

*RESOLUTION 2022-07 M. Szabunio-M.Raaflaub*

*BE IT RESOLVED THAT the Magnetawan Community Development Committee adopts the minutes from the meeting of February 15, 2022.*

*Carried.*

## **Items Brought Forward**

### **2.1 Verbal Update Current Recreational Programming under COVID-19 Protocols**

The Secretary advised the Committee that provincial restrictions have now been lifted. Participants no longer need to sign a COVID agreement, screen, or wear masks when attending programming.

### **2.2 Verbal Update Digital Photo Frame Heritage Centre**

Committee Member Merik Szabunio updated the Committee that he will be moving on to the scanning and loading phase with an anticipated completion date before the Heritage Museum Centre opening.

### **2.3 The Great Northern Ontario Roadshow**

The Secretary advised the Committee that the event was very well attended and that thank you emails had been sent to Science North and all community groups that attended the event. Feedback provided by the community groups was very positive. Moving forward including a food booth could be considered but at the planning stage for this event COVID protocols did not allow for this. It should be noted that food was not offered at the other two events in neighbouring communities.

### **2.4 Update Community Rocksnake Project Naming Contest**

The Secretary advised the Committee that the Community Rock Snake Contest is now open and has been distributed on all municipal social media platforms. The response has been very positive, and the Secretary has received several submissions. Once the March 31<sup>st</sup> deadline is up the Secretary will create a poll in survey monkey to be distributed so that residents can vote on the name submissions. The resident who submitted the winning name will receive a \$50 gift certificate from a business located within the Municipality. If more than one resident has submitted the same winning name, a draw will be performed to establish the winner.

### **2.5 Verbal Update Scavenger Hunt Year of the Garden Event**

The Secretary advised the Committee that the Secretary is currently working on 10 pun like riddles for participants to solve. Participants will solve ten riddles and take a selfie at the destination to submit so that they can prove that they correctly solved the riddle. This will ensure that volunteers will not be needed at each of the destination points and additionally the event will be able to move forward even if restrictions are once again put in place for COVID.

The Secretary requested the Committee to send in any ideas for riddles to the Secretary.

## **New Business**

### **3.1 Easter Event**

The Secretary asked if anyone on the Committee would be able to attend an Easter Event the day of or assist with planning. At this time no one is available as they have prior commitments. The Secretary advised that in anticipation of the lack of available volunteers that she had reached out to JH Farms the same local business that made the treats in 2021 that were distributed to the treats and reached out to the Magnetawan Central Public School to see if they were agreeable to receive the treats again this year.

The Secretary was asked to order the same treats as previously ordered in 2021.

### **3.2 May Long Weekend**

The Secretary advised the Committee that she was asked to put this on the agenda by a member of the Committee that is not at the meeting today. The Committee did discuss that typically an event is not held this weekend as most residents are doing spring clean up and opening up their cottages. Additionally, an event for May Long Weekend was not included in the budget for 2022. The Committee agreed that there would be no event on the May long weekend.

### **3.3 Music in the Park Series**

The Secretary advised the Committee that with the opening of the restrictions that the Municipality would like to restart the Music in the Park Series. The Secretary has reached out to several local artists to hopefully fill nine Saturdays in July and August. Music in the Park has in the past run Saturday evenings in the evening from 7:00 pm to 8:30 pm at the Magnetawan Centennial Park. Additionally, students and parks staff will be able to support this event.

The Committee asked the Secretary to reach out to the Burks Falls Legion regarding potential artists.

### **3.4 Summer Art in the Park Series**

The Secretary advised the Committee that she had reached out to Lois Cookman, Chair of the Burks Falls Arts and Crafts Club to ask if there was any interest in club members to participate in an event such as this. The club was very receptive to this idea as they have recently lost their gallery space. The Committee discussed how this could be a positive event for the Municipality building upon the Beautification Project and how it could run every Saturday in the greenspace where the apple trees are for a few hours in the afternoon or complementing the Saturday market hours.

The Secretary was asked to meet with Lois Cookman to discuss and confirm details of this event.

### **3.5 Archery**

The Secretary advised the Committee that with the opening of the restrictions that the free summer archery program will be able to run. Currently the archery equipment is stored at the Magnetawan Central Public School. The Committee discussed what volunteers had assisted with running the program in the past in hopes they would be agreeable to volunteering for 2022 and additionally this event could be supported with students and parks staff for set up and tear down.

The Committee asked the Secretary to reach out to the volunteers that assisted with this programming in the past to see if they would be interested in assisting for 2022.

### **3.6 Canada Day Event and Fireworks**

The Secretary advised the Committee that with the opening of the restrictions the Municipality would be able to plan a Canada Day Event on Friday July 1, 2022. The Secretary provided the Committee a spreadsheet of tasks to be completed for planning and events. The Secretary has reached out to several vendors to obtain quotes for discussion today and it should be noted that many vendors have changed professions and/or are still not comfortable in attending events. The Committee discussed the events that typically have been conducted on Canada Day along with the quotes that had been provided thus far.

The Secretary asked Committee Members to review the spreadsheet in its entirety to ensure that there is a clear direction moving forward and that no detail has been overlooked.

The Committee asked the Secretary to book the Steel Drum Band, Ken the Balloon Dude, AB Creations for face painting services, Northern Bounce for an obstacle course, and the Reptile Camp. The Committee also asked the Secretary to obtain a quote for horse wagon rides.

### **3.7 Magnetawan Public Library Heritage Day**

The Committee discussed the letter that was received by The Magnetawan Public Library. The Committee discussed several events that could help support Heritage Day.

The Committee asked the Secretary to respond to the library informing them that the Committee will hopefully be able to support by having Art in the Park and Music in the Park on Saturday August 13, 2022.

### **3.8 Soap Box Derby**

The Secretary advised the Committee that with the opening with the restrictions the Municipality may be able to facilitate planning the Soap Box Derby Event. The Secretary provided the Committee a spreadsheet of tasks to be completed for planning and events. The Committee discussed the feasibility of planning this event as it has not run for two years due to COVID.

The Committee asked the Secretary attempt to locate the derby cars that were used in the 2019 Soap Box Derby and to bring back the outcome to the next meeting.

### **3.9 Public Call for Art Submission**

The Committee discussed the Public Call for Art Submission for 2022 that the Secretary developed. The Secretary advised the Committee that the call had been distributed on all social media platforms and to three local art clubs to be distributed to their membership.

## **For Information Only**

### **4.1 Survey Results Almaguin Community Safety and Well Being Plan Survey 202**

## **Adjournment**

### **4.1 Adjournment**

*RESOLUTION 2022-08 -M.Raaflaub-Hetherington*

*BE IT RESOLVED THAT the Magnetawan Community Development Committee adjourns this meeting at 5:13 pm to meet again on Tuesday April 19, 2022 at 3:00 pm or at the call of the Chair.*

*Carried.*

**Approved by:**

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**Chair**

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**Secretary**

Account No.	2021 WORKING BUDGET AND 2022 FORECAST BUDGET Account Name	2021 FINAL BUDGET	DEC 31 2021 ACTUAL	2022 FINAL BUDGET Passed April 13 2022	2022 DRAFT 2 March 23 2022	2022 DRAFT 1 Jan 19 2022	NARRATIVE
DC REC and COMM							
2600-1010	RECREATION - Wages and benefits	44,000	35,027	44,880	44,880	44,880	
2600-2010	RECREATION - Materials/Supplies	2,000	1,708	7,500	7,500	7,500	Bikes with helmets and bike locks \$2,500 / Veteran Lamppost Banners \$3,000
2600-2015	RECREATION - Events	20,000	14,346	27,000	27,000	27,000	\$5,000 drive in movie motion 2021-320 / Fireworks \$2,000 /
2600-2065	RECREATION - Regional Economic Dev Dept	10,000	10,000	0	0	0	Moved to Economic Development category in 2022, account 2300-2150
2600-2300	RECREATION - Advertising	3,500	0	500	500	500	
2600-2350	RECREATION - Signage	3,200	3,434	0	0	0	Moved to Economic Development category in 2022, account 2300-2350
2600-2400	COMMUNITY IMPROVE - Recreation	12,500	5,347	12,750	12,750	12,750	rock snake project include paint and table etc, art in the park, Exercise Classes \$4,800
2600-8000	RECREATION - Capital	33,718	0	33,718	33,718	33,718	LIGHTHOUSE - FROM COMMUNITY IMPROVEMENT FUND (16,282 USED IN 2020)

Account No.	2021 WORKING BUDGET AND 2022 FORECAST BUDGET Account Name	2021 FINAL BUDGET	DEC 31 2021 ACTUAL	2022 FINAL BUDGET Passed April 13 2022	2022 DRAFT 2 March 23 2022	2022 DRAFT 1 Jan 19 2022	NARRATIVE
7500-1010	LOCKS - Student Wages and benefits	22,000	23,657	28,800	28,800	28,800	min wage is going up
7500-2010	LOCKS - Materials and Supplies	2,000	1,130	2,000	2,000	2,000	need a water cooler gas powered pressure washer
7500-2400	LOCKS - Repairs & Maintenance	1,500	0	500	500	500	window
7500-3010	LOCKS - Equipment Charges	300	500	0	0	0	
7500-8000	LOCKS - Capital	0	0	0	0	0	
7600-1010	HERITAGE CTR - Student Wages and benefits	10,000	10,752	28,880	28,880	28,880	first year with 4 students
7600-2010	HERITAGE CTR - Materials/Supplies/Memberships	1,000	1,028	1,500	1,500	1,500	telephone/ light ballast in display case/Membership in Ontario Museum Association
7600-2030	HERITAGE CTR - Hydro	1,225	1,084	1,250	1,250	1,250	
7600-3010	HERITAGE CTR -Equipment Charges	250	383	0	0	0	
7600-4020	HERITAGE CTR - Insurance	1,000	1,430	1,459	1,459	1,459	2021 actual + 2%
7600-7000	HERITAGE CTR - Amortization	0	640	0	0	0	
7600-8000	HERITAGE CTR - Capital	9,000	10,041	6,000	6,000	6,000	2021 4,000 mural - price was \$5,401 - \$1,620 paid through RED grant = our cost \$3,781 / 5,000 display case offset by covid grant 2022 Mural Public Art \$6,000 (Rec'd \$5,000 grant)
7600-8000	HERITAGE CTR - LOG CABIN - Capital	0	0	7,500	7,500	7,500	2022 Reshingle Log Cabin Roof





**HAPPY EASTER!**  
**FROM THE MAGNETAWAN**  
**COMMUNITY**  
**DEVELOPMENT**  
**COMMITTEE AND**  
**THE MUNICIPALITY**  
**OF MAGNETAWAN**



Municipality of  
Magnetawan





HAPPY EASTER!  
FROM THE MAGNETAWAN  
COMMUNITY  
DEVELOPMENT  
COMMITTEE AND  
MUNICIPALITY  
TAWAN

HAPPY EASTER!  
FROM THE MAGNETAWAN  
COMMUNITY  
DEVELOPMENT  
COMMITTEE AND  
THE MUNICIPALITY  
OF MAGNETAWAN

HAPPY EASTER!  
FROM THE MAGNETAWAN  
COMMUNITY  
DEVELOPMENT  
COMMITTEE AND  
THE MUNICIPALITY  
OF MAGNETAWAN



# Canada Day 2022

Laura Brandt Deputy Clerk Recreation and Communication  
Office: (705) 387-3947 Personal Cell: (please do not distribute)  
Email: lbrandt@magnetawan.com  
\* Before the event please check email for updates or changes  
\* Please meet at the Community Centre on Friday July 1 by 8:45 am

Budget \$10,000 approx  
Grant Funding?  
Fireworks \$6,000

LOCATION	EVENT	VOLUNTEER	NOTES
From Magnetawan Central Public School to Community Centre	Parade/Parade Marshall		equipment/materials: megaphone, cellphone, reflective vest  role: organize parade order/ handout parade supplies if any/overview parade route/ specifically exiting from community centre grounds onto Biddy Street to avoid congestio/ signal parade start  to do: ensure have all equipment/materials/apply for MTO encroachment permit/draft letter to fire dept, OPP, WPSHC, PWS that there is a roadclosure/contact insurance company for insurance certificate for parade/put out call for floats time: 10 am to 12 pm
	<b>**FIRE CAN NOT DO CROWD CONTROL</b>  PWS/Roads and Fire Department Roads can do Road closure at South end of town	Steve, Joe and Scott	PWS/Parks: Community Centre arrangement for opening ceremony, blocking of community centre gate, community centre cones, parking lot supervision, parking lot barricades/provide fire department with barricades for road encroachment for parade. FIRE: Collect road barricades from roads before Canada Day/organizestaff/ volunteers on parade schedule and blockage of road during parade
At start of parade to the Community Centre	Town Cryer/ Piper /O'Canada Performer Town Cryer and Piper is being supplied by the Magnetawan Lions Club		equipment/material : Scroll, cellphone  role: ensure that the Reeve, the Councillors and O'Canada performer are ready to begin the opening ceremony/call to order ask members of the community to join in at the opening ceremony, introduce the reeve and council members, dismissal of the ceremony, declare the events open  to do: reach out to Dave Antle to communicate start times etc for parade touch base if need scroll/find performer to sing O'Canada/ensure Mayor has short speech time: 11 am to 12 pm
Community Centre Inside	Cake/opening ceremony		equipment/materials needed: decorations, plates, forks, knives, cake, cake lifter, food safe disposable gloves, pins, water, cellphone  to do: order more decorations, order cake, ensure have all equipment/materials role: decorate community centre, set up cakes, prep for cutting, assist mayor in handing out cake hand out water, hand out pins
Community Centre Outside/Pavilion	Vendors Market	PATTI PAUL HAS AGREED TO RUN	equipment/materials: measuring tape, tape, vendors diagram map, cell phone  to do: contact vendors and organize see role role: organize vendors, retain vendors for event, deal with issues with vendor set-up day of, collect payment for event, ensure diagram of vendor event is completed time: 10 am to 1 pm
Park	Bucket Rides : emailed lakeland power Facepainting: REBOOKED TO A DIFFERENT FACEPAINTER  Balloon Art - emailed 3hrs \$450 4hrs \$550 confirmed booked deposit paid Reptile Camp emailed 2 shows 2 hours of interaction \$650 plus GST confirmed Science North -emailed checking schedule Musical entertainment Steel Drum emailed tentative check back in May to see if they will perform  Vendors/Community Groups : Horticultural Society emailed Arg Society emailed Churches, emailed Lions Club, emailed Seniors Club, emailed Gazelles CAN NOT ATTEND Library CONFIRMED WILL DO SOMETHING Almaguin Community Hatchery confirmed HORSE RIDES LM	EMAILED AND LM FOR NEW COTTON CANDY VENDOR	equipment/materials: relective vest, cellphone  to do: ensure park staff and students check bathrooms/garbage frequently on this day/confirm vendors/contact community groups Role: direct vendors and entertainers to designated areas/check bathrooms/  time: 9am to 5pm
Greenspace Liquor Store	Fire Truck :Fire Department setting up truck and will be on hand for the kids to see the truck and may have hose operational to spray  Bouncy Castle - emailed 30' obstable \$560 plus travel costs and staffing confirmed		equipment/material: cellphone
Locks	Fireworks	Fire Department and Dreamcatchers	equipment/material: cellphone, fireworks to do: order fireworks, confirm set up role: light of fire works time: dusk
Social Media Campaign		Laura Brandt	to do: make posters, distribute on all social media platforms, digital sign etc /put out call for vendors market and floats/separate poster for fireworks /post road will be closed for parade

# Soap Box Derby 2022

Laura Brandt Deputy Clerk Recreation and Communication  
Office: (705) 387-3947 Personal Cell: (please do not distribute)  
Email: lbrandt@magnatowan.com  
\* Before the event please check email for updates or changes

EVENT	LOCATION	VOLUNTEER	NOTES
Reach out to Snack Bar re: Icecream Coupons		Laura Brandt	to do: reach out to snackbar confirm ice cream coupons, design and print coupons - completed ensure they are included in registration package
			to do: Registration Form completed Thank you Letter Letter to people who live on Church Street Race Day Package completed Inspection Sheet completed Ice cream coupon completed List of racers Car specifications completed List of racers with sponsors Racer only zone signs
Forms		Laura Brandt	
Social Media Campaign		Laura Brandt	to do: make posters, distribute on all social media platforms, distribute to school, digital sign etc Put out call for volunteers if needed
Swag		Laura Brandt	to do: order hats, water bottles, cinch bags, and t-shirts ensure they are included in registration package, order shirts for volunteers and kids
Book pre-inspection day(s) tentative July 30, 2022		Laura Brandt	to do: Book Pavilion/Hall (market)- booked, ensure volunteers can attend
Meeting with Volunteers	Community Centre	Laura Brandt	to do: reach out to volunteers on list to ensure that they are interested again this year refer to meeting list, book hall start of July during week 6-30 pm meeting, ensure meeting schedule is printed out
Prizes		Laura Brandt	to do: order trophies and medals ensure have prize money
Sponsors		Laura Brandt	to do: reach out previous sponsors refer to rider list with sponsors to confirm sponsorship for 2022, confirm if sponsor has the car or not
Porta Potties		Laura Brandt	to do: order porta potties for event put by 28 church street
Road Closure		Laura Brandt	to do: ensure all ams, fire department etc road is closed
Home Hardware		Laura Brandt	to do: confirm if can get kits and how much they think materials for a car would cost this year- emailed
Previous Racers		Laura Brandt	to do: confirm if previous riders will be running again and if not where there car is, cars have to be returned
Gift Cards		Laura Brandt	to do: Sort out gift cards to riders to sponsor and purchase from home hardware
Loose ends	Roads - did not do anything for soap box Parks - Cut side shoulders and blow the dust and stones off Emailed Joe to ask at fire meeting who is available to volunteer if it moves forward	Laura Brandt	scoreboard, scale order new one load cell?, walkie talkies in drawer Trailers come from Fire Department Number stickers for car? Starting ramp gate needs repaired? Ranting or purchasing a starting light? Buy Airhorn, Podium? What is the maximum amount of cars? Checkered flags? get caution tape, get caution signs, road closed signs, registration table from Pavilion? who needs stopwatch? Official approved stickers?
			to do: get airhorn (if do not have lights) And walkie talkies and charge them need five pizza and cookies for volunteers print and laminate names for brackets (magnets on back to move around scoreboard) make brackets give volunteers shirts assign roles for volunteers most will have them already gather equipment in one place put in 28 Church? scale stopwatch(s) Megaphone for grand race marshal Podium Trophies Goodie bags - for racers including T shirts and ice cream coupons Clipboard Pen Paper Race Day Packages for Racers
Prepare Race Area			Set up table for registration desk in front of Kawertha Set up tents at Kawertha and at the starting ramp - Tent pegs are at Kawertha, sand bags as alternatives Bring over starting ramp currently with Mark Langford needs repaired Put lines on road centre as well as sidelines use chalk paint
Prepare Race Area		Laura Brandt and need volunteers	Set up race area Checkered flags Podium Key Bales Porta potties Garbage Cans Shading Area Starting Ramp Caution Tape Put up caution signs, road closed signs
Trailering Ramp to Church St	Derby Site	Need five volunteers	Arrival 8:00am on Saturday August 6, 2022, trailer ramp over to the top of Church St. have ramp unloaded by 8:00am July 30 Arrival 8:45am to 12 pm August 6 8:15am inspect each car ensure that no excessive modification have been added review inspection checklist (ensure print outs are given) make sure that the safety of the driver is ensured bring a pen, tools, measuring tape, scale
Inspectors	Magnatowan Lions' Pavilion (pre-inspection dates) Derby Site day of race	Need five volunteers	Arrival 9:30am control crowds before, during and after each heat ensure that spectators are standing behind the road barricades at all times ensure the road is clear before each heat
Crowd Control	Derby Site	Need two volunteers	Arrival 9:30am Calls the beginning of the event Announces heat results Commentates during each race Has authority to disqualify racers, parents/guardians, or spectators for any unsportsmanlike conduct
Race Marshal	Derby Site	Need one volunteer	Arrival 9:30am Updates large Racer Scoreboard Works along side marshal Continuously updates race marshal on standing and upcoming racers
Scoreboard Official	Derby Site	Need one volunteer	Arrival 9:30am Has Walkie Talkie Determine winner each race Report to scoreboard official and race marshal the winner and loss of each race Be in constant communication with the start ramp officials
Finish Line Officials	Derby Site	Need three volunteers	Arrival 9:30am Has walkie talkie Be in constant communication with the Finish Line Official Have racers in order, so Start Ramp Loaders can quickly set them up on the ramp Keep track of a Race Bracket and Continuously update winners and losers ensure racer only zone signs posted
Start Ramp Official's	Derby Site	Need two volunteers	Arrival 8:30am Help with the set up of starting ramp 2 volunteers per car Get racers ready and placed on ramp Take instructions from the start ramp officials
Start Ramp Loaders	Derby Site	Need six volunteers	Arrival 8:30am Loading and unloading cars off of trailer
Trailer Loaders	Derby Site	Fire Department	Arrival 8:30am Sign in each racer Provide each racer with soap box derby package Keep track of race bracket
Registration Table	Derby Site	Need one volunteer	

Ministry of Agriculture,  
Food and Rural Affairs

Ministère de l'Agriculture,  
de l'Alimentation et des  
Affaires rurales

4th Floor  
1 Stone Road West  
Guelph, Ontario N1G 4Y2  
Tel: 1-877-424-1300  
Email: [RED@ontario.ca](mailto:RED@ontario.ca)

4<sup>e</sup> étage  
1 Stone Road West  
Guelph (Ontario) N1G 4Y2  
Tél.: 1-877-424-1300  
Courriel: [RED@ontario.ca](mailto:RED@ontario.ca)



## Rural Programs Branch

January 28, 2022

File Number: RED5-09701

Laura Brandt  
Deputy Clerk, Recreation and Communications  
Email: [lbrandt@magnetawan.com](mailto:lbrandt@magnetawan.com)

CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN  
4304 Highway 520 P.O.Box 70  
Magnetawan, ON, P0A 1P0

Dear Laura Brandt:

Thank you for submitting your application titled "**Public Art Project Municipality of Magnetawan**" to the Rural Economic Development program.

I am pleased to inform you that your project has been conditionally approved to receive funding at **thirty per cent (30%)** of your eligible costs up to the amount of **\$14,700.00**. This is subject to the execution of a Contribution Agreement ("CA") between the recipient(s) and the Ministry of Agriculture, Food and Rural Affairs ("Ministry").

Funding decisions are based on the merits of each individual application using the program assessment criteria. Only those projects with the highest alignment to the program outcomes are approved for funding.

**Note:** Your conditionally approved funding must be kept confidential until an announcement has been made by the Ministry.

There are **four (4) steps** below to update / confirm the information we have on your file. The requested information must be returned by **February 11<sup>th</sup>, 2022** or your conditional approval may be withdrawn.

### STEP 1: LEGAL INFORMATION AND TPON

Confirm the information listed below. It is important that the information is accurate (including the spelling of the legal name, CRA number and signatories).

**Legal name:** CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

**CRA Number:** 875093189



Good Things  
Grow in Ontario  
À bonne terre,  
bons produits





**Signatory 1**

Name: Laura Brandt

Title: Acting Deputy Clerk

**Signatory 2**

Name: Kerstin Vroom

Title: CAO/Clerk

**TPON Registration:**

Funding recipients are required to register their information through the Province of Ontario's Transfer Payment Ontario (TPON) system, an online registration tool. The completion of the TPON is required before your CA can be executed by the Province.

If your municipality/organization is not registered in TPON, please follow the instructions at [www.grants.gov.on.ca](http://www.grants.gov.on.ca) to complete the registration process. Please call the Transfer Payment Ontario Help Desk at [1-855-216-3090](tel:1-855-216-3090) or [\(416\) 325-6691](tel:(416)325-6691) to complete the process or if you have questions regarding the status of your registration (e.g., showing as "Draft" or "Submitted").

If you are registered in the TPON system, please ensure your information is current and up-to-date.

**STEP 2: SOURCES OF FUNDING**

Please confirm the details set out in Table #1 (Sources of Funds). Note: Rural Economic Development program funding that has been requested cannot be increased and must match or be lesser than the funding approved.

**Table #1**

<b>Sources of Funds</b>	<b>Amount</b>
The Corporation of the Municipality of Magnetawan	\$34,300.00
RED Funding	\$14,700.00
<b>TOTAL</b>	<b>\$49,000.00</b>

**STEP 3: DATE CONFIRMATION**

Confirm your project start and completion date. Advise of any adjustments that may be required. Your request may require Ministry approval.

**Table #2**

	<b>Project Start Date</b>	<b>Project Completion Date</b>
<b>Project Timeline per Application</b>	4/1/2022	12/31/2022
<b>Updated (if necessary)</b>		

#### STEP 4: ELIGIBLE COSTS

As noted in the Rural Economic Development program guidelines, eligible project costs cannot be incurred prior to the date that the Ministry approves the project. This project's approval date is **April 1, 2022. Eligible costs can only be incurred on or after this date.**

Note: Total Eligible Costs cannot be increased.

The costs deemed eligible for your project, following the review of your application, are:

**Table #3**

Eligible Cost Items	
Wayfinding Signage	
Trees	
Public Art	
Flowers	
<b>Total Eligible Costs</b>	<b>\$49,000.00</b>

In addition, please note that a Certificate of Insurance for comprehensive general liability insurance with coverage for at least \$2 million per occurrence will be required prior to executing Contribution Agreement and for the term of the Contribution Agreement. This insurance must show the Province (Her Majesty the Queen in right of Ontario) as an additional insured party on the policy, provide a right of "first call" over other persons and contain the endorsements specified by the Contribution Agreement. This is required Note: a "sample" Certificate of Insurance has been included for reference purposes.

Once the above information is reviewed by the Ministry to ensure completeness and has been accepted by the Ministry, we will send out the CA for your signature. Please be prepared to return the signed CA in a timely manner.

**Return this letter with your updates by email to [RED@ontario.ca](mailto:RED@ontario.ca) by February 11<sup>th</sup>, 2022** or your conditional approval may be withdrawn.

Should you have any questions or require additional information, please do not hesitate to contact your project analyst, Andrew Haig, at: [Andrew.haig@ontario.ca](mailto:Andrew.haig@ontario.ca) or at: (365) 336-6840.

Congratulations on the conditional approval of your Rural Economic Development project.

Sincerely,

*Original Signed By*

Minoli Brandigampola (A)

Agriculture and Rural Programs

Attachments:

Sample of Certificate of Insurance



March 28, 2022

Laura Brandt  
Acting Deputy Clerk  
THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN  
Post Office Box 70  
Magnetawan, Ontario  
P0A 1P0

Title: Municipality of Magnetawan Canada Day Celebration

Dear Laura Brandt:

On behalf of the Minister of Canadian Heritage, it is my pleasure to inform you that your application for funding has been approved.

A grant in the amount of \$10,000 will be awarded to help your organization carry out its activities, under the Celebration and Commemoration Program, Celebrate Canada Component. This funding will be allocated over one government fiscal year 2022-2023 and will be subject to certain terms and conditions, the appropriation of funds by Parliament, and the budget levels of the Program.

One of our program representatives may be in contact with you in the near future to review the terms and conditions related to this funding. As you may already know, the Government of Canada is committed to promoting workplaces free from harassment, abuse and discrimination. I would like to seize this opportunity to remind you of your responsibility to provide a work environment where harassment, abuse and discrimination are not tolerated.

In closing, I would like to take this opportunity to wish you and the members of your organization the greatest success in your endeavours.

Sincerely,

Seema Jethelal  
Regional Director General  
Ontario Region



We would be more than happy to add your application to the Feedback Request list. Please note that these reports take

Kind regards

**Mark Deirion**



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**Laura Brandt, Deputy Clerk Recreation and Communications**

**Municipality of Magnetawan | PO Box 70 | 4304 Highway 520 | Magnetawan, ON POA 1P0**

**Phone 705-387-3947 ext. 1002 | Fax 705-387-4875 | [lbrandt@magnetawan.com](mailto:lbrandt@magnetawan.com)**

**The Municipal Election is October 24, 2022.**

**Check to see if you are on the voters' list or update your information now at [www.voterlookup.ca](http://www.voterlookup.ca) !**



**Municipality of  
Magnetawan**

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**From:** Mark Poirier <[mpoirier@museums.ca](mailto:mpoirier@museums.ca)>

**Sent:** April 1, 2022 1:18 PM

**To:** Laura Brandt <[lbrandt@magnetawan.com](mailto:lbrandt@magnetawan.com)>

**Subject:** YCWHO Funding Decision 2022-23 - Funding Application Declined

**Application Code: 0007760-2022-ÉPHO-CMA-1**

**Position Title: Heritage Museum Attendant**

**Organization: Municipality of Magnetawan**

Dear Ms. Brandt,

Thank you for submitting a project proposal to the Canadian Museums Association for Young Canada Works in Heritage Organizations (2022-23), a youth employment initiative of the Department of Canadian Heritage and part of the Government of Canada's Youth Employment and Skills Strategy. Your interest in helping young Canadians acquire meaningful work experience in their field of study is greatly appreciated.

After careful consideration of your proposal, we regret to inform you that we are unable to provide financial support for your project this year.

The documentation you provided to us was reviewed by a peer review committee and evaluated based on the criteria published in the YCW Employer Guide. If you would like to discuss the evaluation of your project, please contact us.

Our Program Officers are always pleased to share with you our general tips and guidance on ways YCW applications can be improved, in the hopes this advice can be helpful to you, going forward. We have also published some of these tips on our website.

We appreciate the time and effort put into your application and your interest in helping young Canadians acquire meaningful work experiences in their field of study. Thank you again for your interest in this program, we wish you every success in your future endeavors.

Young Canada Works is generously supported by the Department of Canadian Heritage.

**Financé par le  
gouvernement  
du Canada**

Canada

Sincerely,



Manager, Young Canada Works in Heritage Organizations /  
Gestionnaire, Jeunesse Canada au travail dans les établissements du patrimoine  
(613) 567-0099 x252 • 400-280 rue Metcalfe Street, Ottawa ON, K2P 1R7  
[Canadian Museums Association](#) | [Association des musées canadiens](#)

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