Municipality of Magnetawan

AGENDA – Regular Meeting of Council

Wednesday, February 15 , 2023

1:00 PM

Magnetawan Community Centre

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	OPENING BUSINESS	
	1.1	Call to Order
	1.2	Adoption of the Agenda
	1.3	Disclosure of Pecuniary Interest
3	1.4	Adoption of Previous Minutes
	PRESENTATION	
		Tim McBride, Pinchin Ltd. - Chapman Waste Disposal Site - Update
13		*2022 Annual Monitoring Report, Croft Waste Disposal Site*
15		*2022 Annual Monitoring Report, Chapman Waste Disposal Site*
18		*Updated Trigger Level Monitoring Plan, Chapman Waste Disposal Site*
35		*Magnetawan Waste Disposal Site Methane Monitoring - Fall and Winter 2022*
		**** Full Pinchin reports are available on the Recycling and Landfill Page on our website at www.magnetawan.com under Annual Reports**
	DEPUTATION	
		Mayor Rod Ward, Council Chair - Almaguin Highlands Health Council update
59		*Update from Almaguin Highlands Health Council, Background for New AHHC Members December 01, 2022*
69		*Update from Almaguin Highlands health Council, Approach to MAHC Hospital Build "Local Share" Commitments*
82		Meagan Fincham - Magnetawan Daycare Centre Project Request to Lease Ahmic Community Centre
	STAFF REPORTS, MOTIONS AND DISCUSSION	
88	2.1	Report to Council from Public Works Superintendent Scott Edwards, Ahmic Lake Rd Speed Reduction
122	2.2	Report to Council from Public Works Superintendnent Scott Edwards, Bridge #8 Replacement 2023
124	2.3	DRAFT Motion S357/S358 Tax Assessment Reductions for 2022
126	2.4	DRAFT By-law Authorize Borrowing for Current Expenditures for 2023
128	2.5	Request for Donation Magnetawan Agricultural Society
130	2.6	Correspondence from Magnetawan Horticultural Society - Request to Plant Flowers
134	2.7	DRAFT By-law Appoint a Municipal By-Law Enforcement Officer
143	2.8	Draft By-law Establish a Committee of Adjustment for the Municipality of Magnetawan for 2023
145	2.9	DRAFT By-law Establish a Schedule of Retention Periods for Records, Documents and Other Papers

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191 3.4 District of Parry Sound Social Services Administration Board (DSSAB) Chief Adminstrative Officer's Report January 2023
217 3.5 Almaguin Highlands Health Centre (AHHC) Minutes January 5, 2023 & February 2, 2023
231 3.6 Magnetawan Community Centre Board (MCCB) Minutes February 01, 2023
234 3.7 District of Parry Sound Municipal Association (DPSMA) Appointments for the 2022 to 2026 Term

CORRESPONDENCE

237 4.1 Town of Petrolia School Board Elections
238 4.2 Correspondence from Prime Minister Justin Trudeau Armour Support Resolution Bill C21
240 4.3 Correspondence from Ontario's Provincial Emergency Management Strategy and Action Plan (PEMSAP)
242 4.4 OPP MPB Financial Services Unit OPP - 2023 Court Security and Prisoner Transporation Grant Update
243 4.5 Celebrate Family Day in the Mag Poster
244 4.6 Family Day Municipal Office and Landfill Closure Poster
245 4.7 Call for Artists Poster
246 4.8 Call for Musical Artists Poster
247 4.9 ICYMI Council Highlights January 18, 2023

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248 5.1 Accounts in the amount of $493, 864.69

BY-LAWS

267 6.1 Authorize Borrowing for Current Expenditures for 2023 By-law
269 6.2 Appoint a Municipal By-Law Enforcement Officer - Jason Newman
278 6.3 Establish a Committee of Adjustment for the Municipality of Magnetawan for 2023

CONFIRMING BY-LAW AND ADJOURNMENT

280 7.1 Confirm the Proceedings of Council and Adjourn

Municipality of Magnetawan

COUNCIL MEETING MINUTES
January 18, 2023
1:00 pm

The meeting of the Council of the Corporation of the Municipality of Magnetawan was held at the Magnetawan Community Centre on Wednesday January 18, 2023, with the following present:

Mayor Sam Dunnett
Deputy Mayor John Hetherington
Councillor Bill Bishop
Councillor Jon Hind
Councillor Brad Kneller

Staff: CAO/Clerk Kerstin Vroom and Deputy Clerk Recreation and Communications Laura Brandt were present for the entire meeting. Acting Deputy Clerk Planning and Development Erica Kellogg was present for her respective section in the meeting.

OPENING BUSINESS

1.1 **Call to Order**
The meeting was called to order at 1:00 p.m.

1.2 **Adoption of the Agenda**
RESOLUTION 2023-05 Bishop-Hetherington
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the agenda as presented.
Carried.

1.3 **Disclosure of Pecuniary Interest**
Mayor Sam Dunnett stated that should anyone have a disclosure of pecuniary interest that they could declare the nature thereof now or at any time during the meeting.

1.4 **Adoption of the Previous Minutes**
RESOLUTION 2023-06 Kneller-Bishop
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the minutes of the and Council meeting on December 7, 2022, and the minutes of the Special Council Meeting January 11, 2023, as copied and circulated.
Carried.

DRAFT

DEPUTATION

RESOLUTION 2023-07 Hetherington-Bishop

WHEREAS the Council of the Municipality of Magnetawan thanks Jim Shedden for his deputation Organize a Travel Baseball Team for Kids;

NOW THEREFORE BE IT RESOLVED THAT the Municipality supports the concept of a baseball team to play in the Almaguin league, provided the necessary insurance is in place and a certificate of insurance showing $5 million liability coverage for the use of the municipal space and the Municipality is named as an Additional Insured on the policy;

AND FURTHER directs Staff to include the upkeep of the baseball field at the Croft Recreational Park in the 2023 Budget.

Carried.

STAFF QUARTERLY REPORTS 2021 YEAR END REPORT

2.1 **Report from Fire Chief Derek Young**

2.2 **Report from Chief Building Official Tyler Irwin**

2.3 **Report from Public Works Superintendent Scott Edwards**

2.4 **Report from Parks and Maintenance Manager Steve Robinson**

2.5 **Report from Acting Deputy Clerk Erica Kellogg**

2.6 **Report from By-law Enforcement Officer Caitlin Deevey**

RESOLUTION 2023-08 Bishop-Hetherington

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the 2021 Year End Staff Quarterly Reports from the Department Heads as presented for information only.

Carried.

STAFF REPORTS, MOTIONS AND DISCUSSION

3.1 **Consent Application – 597 Fords Road – Zhang**

RESOLUTION 2023-09 Bishop-Hind

WHEREAS the Municipality of Magnetawan has received a request to support an application for consent creating 3 new lots and one retained located at 597 Fords Road, Magnetawan which is a private road (Zhang 4944 040 00301500). The property is legally described as CON 6, PT LOT 34 RP 42R2457 PART 1 PCL 15564 S/S PCL S/S 6433 S/S Township of Spence hereinafter referred to as "the Lands";

WHEREAS the Municipal planning consultant has provided a report in support of the application with conditions;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan supports in principle the consent application for the Lands, which is valid only for a period of six (6) months; subject to the following conditions:

- *That the foregoing conditions be fulfilled within two years of the notice of decision of the Planning Board;*
- *Draft Reference Plan of the proposed severed lots and proposed easements be provided to the Municipality for approval prior to registration ;*
- *Two (2) true certified paper copies of the registered plan and an electronic version with a certification that it is a true copy be provided to the Municipality;*
- *Draft copy of the deeds (with all schedules) to be approved by the Municipality prior to registration;*
- *A copy of the original executed transfer (deed) with all schedules be provided to the Municipality;*

DRAFT

- *Confirmation from the North Bay Mattawa Conservation Authority (NBMCA) that the proposed Severed and Retained Lots can be adequately serviced by individual on-site septic systems;*
- *Payment of all taxes, municipal legal and planning fees associated with the processing of this application, including a park land dedication fee per new lot created;*
- *That the Applicant received written acknowledgment from the Municipality that there is a suitable location for entrance on all the lots;*
- *The entering into a Development Agreement between the applicant and the Municipality to implement the recommended measures contained the Planning Report/Studies/Public Consultation for the proposed Severed and Retained Lots;*
- *That a Zoning By-law Amendment be submitted to rezone to implement the recommendations of the Environmental Impact Study completed for this application;*
- *That the Applicant enter into a Limited Service Agreement with the Municipality to be registered on title;*

  Carried.

3.2 **Consent Application – 121 Trails End Lane – Green**

RESOLUTION 2023-10 Kneller-Hind

WHEREAS the Municipality of Magnetawan has received a request to support an application for consent for creation of 1 new lot located at 121 Trails End Lane which is a private road, Magnetawan (Green 4944 030 0000504500). The property is legally described as CON 8, PT LOT 20 Township of Croft hereinafter referred to as "the Lands";

WHEREAS the Municipal planning consultant has provided a report in support of the application with conditions;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan supports in principle the consent application for the Lands, which is valid only for a period of six (6) months; subject to the following conditions:

- *That the foregoing conditions be fulfilled within two years of the notice of decision of the Planning Board;*
- *Draft Reference Plan to be approved by the Municipality prior to registration;*
- *Two (2) true certified paper copies of the registered plan and an electronic version with a certification that it is a true copy be provided to the Municipality;*
- *Draft copy of the deeds (with all schedules) to be approved by the Municipality prior to registration;*
- *A copy of the original executed transfer (deed) with all schedules be provided to the Municipality;*
- *Confirmation from the North Bay Mattawa Conservation Authority (NBMCA) that the proposed Severed and Retained Lots can be adequately serviced by individual on-site septic systems;*
- *Payment of all taxes, municipal legal and planning fees associated with the processing of this application, including a park land dedication fee per new lot created;*

DRAFT

- *The entering into a Development Agreement, to be registered on title, with the Municipality to implement the recommended measures contained in the Planning Reports/Studies/Public Consultation for the proposed Severed and Retained Lots;*
- *That the Applicant receive written acknowledgment from the Municipality that there is a suitable location for entrance on all the lots;*
- *That the Applicant enter into a Limited Service Agreement with the Municipality to be registered on title;*
- *That the applicant submits a Zoning By-law Amendment (ZBA) to the satisfaction of the Municipality of Magnetawan to rezone the severed lot from the Shoreline Residential Exception 10 (RS-10) Zone to Shoreline Residential (RS) Zone.*

Carried.

3.3 Purchase of Unopened Road Allowance – 372 Simmons Lake Road -Kos

RESOLUTION 2023-11 Kneller-Bishop

WHEREAS the Municipality of Magnetawan has received an application from Julia Kos for the purchase of Original Road Allowance between CON 1 PT Lot 12 Pt Lot 13 42R 45538 Part 1 (CROFT) and CON 14 PT LOTS 13 AND 14 42R 2703 (SPENCE, 2766165 Ontario Inc);

WHEREAS the sale of Original Road Allowance will remove the only public access to Bell's Lake from a municipality maintained road;

AND WHEREAS it will remove the only land access to two abutting parcels of land on the south side of the Unopened Road Allowance;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan denies the sale of Original Road Allowance.

Carried.

3.4 Memo from Jamie Robinson (MHBC) More Homes Built Faster Act, 2022 & Correspondence from Ministry of Municipal Affairs Bill 109, the More Homes for Everyone Act, 2022

RESOLUTION 2023-12 Bishop-Hetherington

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the memo from Jamie Robinson (MHBC) More Homes Built Faster Act, 2022 and the correspondence from the Ministry of Municipal Affairs Bill 109, the More Homes for Everyone Act, 2022 for information purposes only.

Carried.

3.5 Correspondence Meagan Fincham, Daycare Centre Project Meeting

RESOLUTION 2023-13 Bishop-Hetherington

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the correspondence from Meagan Fincham, Daycare Centre Project Meeting;

AND FURTHER THAT the following members of Council will attend the meeting:

Jon Hind

Bill Bishop

Carried.

3.6 2023 FONOM Northeastern Municipal Conference May 8th to 10th – Parry Sound

RESOLUTION 2023-14 Hind-Hetherington
WHEREAS the Council of the Municipality of Magnetawan receives the Correspondence 2023 FONOM Northeastern Municipal Conference May 8th to 10th – Parry Sound
AND the following Council Members will attend the FONOM Northeastern Municipal Conference in 2023:
All Council
Carried.

3.7 Request for Funds – Almaguin Highlands Health Council (AHHC) Recruiter Position

RESOLUTION 2023-15 Hetherington-Kneller
WHEREAS the Council of the Municipality receives the correspondence from the Almaguin Highlands Health Council (AHHC) and the Muskoka and Area Ontario Health Team (MAOHT) requesting funding to support the hiring of a Human Resources Recruiter for the Muskoka and Area Ontario Health Team (MAOHT);
NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the request for funds from the Almaguin Highlands Health Council to commit up to $1,000 annually for three years to support the Recruiter position for the MAOHT.
Carried.

3.8 DRAFT Interim Tax Levy in 2023 By-law

RESOLUTION 2023-16 Hind-Bishop
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the DRAFT Interim Tax Levy, and the by-law on this matter will be passed later in the meeting.
Carried.

3.9 Board Appointment North Bay Parry Sound District Board of Health

RESOLUTION 2023-17 Hind-Kneller
WHEREAS the North Bay Parry Sound District Board of Health is a jointly-made appointment with neighbouring municipalities;
NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan hereby supports the appointment of:
Marianne Strickland
to represent the Municipality of Magnetawan and the Southeast Area on the North Bay Parry Sound District Board of Health
Carried.

DRAFT

3.10 **Board Appointment District of Parry Sound Municipal Association**

RESOLUTION 2023-18 Hind-Kneller

WHEREAS the District of Parry Sound Municipal Association is a jointly-made appointment with neighbouring municipalities;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan hereby supports the appointment of:

Lynda Carleton

to represent the Municipality of Magnetawan and the Ward #5 on the District of Parry Sound Municipal Association

Carried.

3.11 **Board Appointment EMS Advisory Committee**

RESOLUTION 2023-19 Bishop-Hetherington

WHEREAS the Parry Sound District Emergency Medical Service Advisory Committee is a jointly-made appointment with neighbouring municipalities;

AND WHEREAS, Glenn Miller withdrew his nomination;

NOW THEREFORE BE IT RESOLVED that the Council of the Municipality of Magnetawan rescinds motion 2022-328 appointing Glenn;

AND HEREBY supports the appointment of:

John Wilson

to represent the Municipality of Magnetawan and the East Parry Sound Group on the Parry Sound District Emergency Medical Service Advisory Committee.

Carried.

3.12 **Committee Appointments Magnetawan Community Centre Board**

RESOLUTION 2023-20 Hind Hetherington

WHEREAS the Magnetawan Community Centre Board is a committee of Council;

AND WHEREAS the Council is appreciative of the volunteer's commitment to their Community and thanks them for coming forward;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan is pleased to appoint to the Magnetawan Community Centre Board until a successor is appointed:

Maria Dunnett
Garry Johnstone
Mark Langford
Garfield Robertson
Harvey Sohm
Martina Winstone

Carried.

DRAFT

3.13 Committee Appointments Magnetawan Cemetery Board

RESOLUTION 2023-21 Bishop-Kneller

WHEREAS the Magnetawan Cemetery Board is a committee of Council;

AND WHEREAS the Council is appreciative of the volunteer's commitment to their Community and thanks them for coming forward;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan is pleased to appoint to the Magnetawan Cemetery Board until a successor is appointed:

Mary Jane Campbell
Jack Crossman
Doris Langford
Brad Lewis
Keith Miller
Garfield Robertson
Wayne Smith
Carried.

3.14 Committee Appointments Magnetawan Library Board

RESOLUTION 2023-22 Kneller-Hind

WHEREAS the Magnetawan Library Board is a committee of Council;

AND WHEREAS the Council is appreciative of the volunteer's commitment to their Community and thanks them for coming forward;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan is pleased to appoint to the Magnetawan Library Board until a successor is appointed:

Mary Bishop
Angela Dunnett
Julie Ferris-Lidstone
Michael Fleming
Sheila Smith
Barb Stewart
Carried.

3.15 Report from Deputy Clerk Laura Brandt NOHFC Workforce Development Stream Funding

RESOLUTION 2023-23 Hind-Hetherington

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and approves the report NOHFC Workforce Development Stream from Deputy Clerk Recreation and Communications Laura Brandt as presented and directs Staff to include a Recreation Economic Development Intern in the 2023 Budget providing grant funding is successful.

Carried.

DRAFT

3.16 **Report from Deputy Clerk Laura Brandt 2022 Municipal Election Accessibility Report**

RESOLUTION 2023-24 Kneller-Hetherington

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and approves the report 2022 Municipal Election – Accessibility Report from Deputy Clerk Recreation and Communications Laura Brandt as presented for information purposes only.

Carried.

3.17 **Discussion Habitat for Humanity Community Build**

MUNICIPAL BOARD AND COMMITTEE MINUTES

4.1 **East Parry Sound Veterinary Committee Annual General Meeting Minutes March 29, 2022**

4.2 **Central Almaguin Planning Board (CAPB) Minutes October 5, 2022 & November 2, 2022**

4.3 **Magnetawan Cemetery Board (MCB) Minutes November 22, 2022**

4.4 **Almaguin Highlands Health Council (AHHC) Minutes December 1, 2022**

4.5 **Magnetawan Community Development Committee (MCDC) Minutes January 6, 2023**

RESOLUTION 2023-25 Hind-Kneller

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the Municipal Boards and Committee Minutes as copied and circulated.

Carried.

CORRESPONDENCE

5.1 **Corporation of the Township of Armour Bill C-21**

5.2 **Near North Crime Stoppers Crime Stoppers Month**

5.3 **Greer Galloway – Poverty Bay Road Culvert Replacement**

5.4 **2021 Financial Indicator Review (FIR)**

5.5 **Ontario Land Tribunal Notice of Event by Video January 19, 2023 - James**

5.6 **Ministry of Municipal Affairs and Housing Key Initiatives**

5.7 **Call for Volunteer Poster**

5.8 **Super Senior Poster**

5.9 **ICYMI Council Highlights December 7, 2022**

RESOLUTION 2023-26 Hetherington-Bishop

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the correspondence items as copied and circulated.

Carried.

DRAFT

RESOLUTION 2023-27 Hind-Kneller
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan endorses and supports item 5.1 Corporation of the Township of Armour Bill C-21.

Recorded Vote Called by Bill Bishop

Bill Bishop		Nay
Deputy Mayor John Hetherington	Yea	
Jon Hind		Nay
Brad Kneller	Yea	
Mayor Sam Dunnett	Yea	

Carried.

RESOLUTION 2023-28 Bishop-Hetherington
WHEREAS the Council of the Municipality of Magnetawan recognizes the good work that the Near North Crime Stoppers has done in our and surrounding municipalities;
AND WHEREAS every January, Crime Stoppers Month is recognized around the world for the organization's impact on its communities;
NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan declares January as Crime Stoppers Month.
Carried.

ACCOUNTS

6.1 **Accounts in the amount of $873,801.46**

RESOLUTION 2023-29 Kneller-Hind
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the accounts in the amount of $873,801.46 as presented.
Carried.

BY-LAWS

7.1 **Interim Tax Levy in 2023**

RESOLUTION 2023-30 Kneller-Hetherington
BE IT RESOLVED THAT by the Council of the Municipality of Magnetawan that the following by-laws are now read a first, second and a third time, passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation, and engrossed in the by-law book:

7.1 Interim Tax Levy in 2023

Carried.

DRAFT

CONFIRMING BY-LAW AND ADJOURNMENT

8.1 **Confirm the Proceedings of Council and Adjourn**

RESOLUTION 2023-31 Hind-Kneller

BE IT RESOLVED by the Council of the Municipality of Magnetawan that the Confirming By-law is now read a first, second and a third time, passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and engrossed in the by-law book;

AND FURTHER THAT, this meeting is now adjourned at 2:15 pm to meet again on Wednesday February 15, 2023, at 1:00 pm or at the call of the Chair.

Carried.

Approved by:

_____ _____

Mayor Clerk

DRAFT

SUMMARY OF RESULTS

DATE: February 6, 2023

MEMO TO: Kerstin Vroom

FROM: Tim McBride

RE: 2022 Annual Monitoring Report, Croft Waste Disposal Site, Magnetawan, Ontario

PINCHIN FILE: 225335.006

Pinchin Ltd. (Pinchin) was retained by the Corporation of the Municipality of Magnetawan (Client) to prepare the 2022 annual groundwater and surface water monitoring report for the Croft Waste Disposal Site (the Site) to assess the hydraulic media for contaminants of concern as a compliance requirement under the Site Certificate of Approval (CofA) Number **A7034002** and the applicable regulatory requirements.

The current groundwater monitoring well network at the Site consists of eight bedrock groundwater monitoring wells (BH1, BH8, BH9, BH10, BH11, BH12, BH13, and BH14) and three drive point monitors (DP7, DP8, and DP9). All wells were inspected in 2022 and found to be in good condition. No wells displayed evidence of a condition non-compliant with Ontario Regulation 903. Additionally, three surface water locations were monitored for the Site (SW1, SW2 and SW3).

As per previous annual monitoring events, groundwater and surface water was sampled twice annually by Pinchin during 2022, in the spring and fall.

Based on the results obtained from the existing groundwater monitoring wells and surface water monitoring locations, Pinchin has not identified any significant landfill related impacts at the Site. Elevated concentration parameters within the groundwater samples analyzed at the furthest downgradient monitoring locations (i.e. BH8, BH9, BH12, BH13, and BH14) are likely attributed to either naturally occurring conditions within the shallow unconfined aquifer on-site or from temperate impacts from leachate sourced from the waste deposits at the Site. All exceedances of the Guideline B-7 RUC at the downgradient wells considered representative of the property boundary are related to operational guidelines and/or aesthetic objectives associated with drinking water systems set by the ODWQS and are not considered to be an immediate significant human health or environmental concern originating from the Site. The elevated concentrations of boron are only quantified in the immediate vicinity of the waste deposits within well BH10. These concentrations are interpreted to attenuate with further distance from the Site. In summary, the current 2022 groundwater monitoring data collected from the historical monitoring network, and further supported by the newly installed (i.e., 2019) groundwater monitoring wells installed near the property boundary, indicate that the Site is continuing to effectively operate as designed, as a

natural attenuation type facility, with any landfill derived groundwater impacts attenuated to acceptable levels prior to the downgradient property boundaries.

Based on a review of the existing dataset and regulatory requirements to date, Pinchin recommends the following:

- Continue with routine monitoring of all the available groundwater monitoring wells and surface water monitoring locations. Groundwater and surface water monitoring shall be completed with analyses for the parameters identified in the historical monitoring record. It is recommended that groundwater and surface water monitoring be completed during the spring and late fall to generate a baseline data set, to evaluate trends, and to determine the need and scope of a long-term monitoring program for the Site. Considering the dataset completed thus far, it is Pinchin's opinion that sampling should continue in 2023 before the adequacy of the monitoring program can be fully evaluated;
- The Client should continue to ensure that the requirements as specified in the CofA are complied with;
- In the future, the component of the surface water samples identified for the analysis of aluminum should be filtered prior to analysis, in order to provide a clay free sample (as per the requirements of the PWQO); and
- It is recommended that the drive point well locations DP7, DP8, and DP9 be removed from the sampling program as these locations have consistently been found to have insufficient volume to sample. It is recommended that these wells should be retained as water level only monitoring locations to supplement the groundwater elevation monitoring for the Site; however, the drive point monitors should be equipped with appropriate lockable caps to ensure representative water level data is obtained.

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SUMMARY OF RESULTS

DATE: February 6, 2023

MEMO TO: Kerstin Vroom

FROM: Tim McBride

RE: 2022 Annual Monitoring Report, Chapman Waste Disposal Site, Magnetawan, Ontario

PINCHIN FILE: 225335.006

Pinchin Ltd. (Pinchin) was retained by the Corporation of the Municipality of Magnetawan (Client) to prepare the 2022 annual groundwater and surface water monitoring report for the Chapman Waste Disposal Site (the Site) to assess the hydraulic media for contaminants of concern as a compliance requirement under the Site Certificate of Approval (CofA) Number **A521202** and the applicable regulatory requirements.

As per previous annual monitoring events, groundwater and surface water was sampled twice annually by Pinchin during 2022, in the spring and fall.

Seven overburden groundwater monitoring wells have historically been utilized at the Site (BH1, BH2, BH3, BH4, BH5-II, BH6-II, and BH7-II). As part of the leachate management plan study completed by Pinchin, several additional monitoring wells were installed at the Site during September 2018 to support the existing monitoring well network. This included the addition of two new background wells (BH11 and BH3-II) to replace the previously destroyed BH3, one cross-gradient well (BH10-I), deeper nested wells at two existing monitoring locations which are consistently dry (BH4-II and BH6-III) and two additional downgradient wells (BH8-I and BH9-I). All wells were inspected during 2022 and found to be in good condition. No wells displayed evidence of a condition non-compliant with Ontario Regulation 903, with the exception of BH1, BH2, and BH3-II which have the PVC riser too tall to close the casing lid. Additionally, four surface water locations were monitored for the Site (SW1, SW2, SW3, and SEEP).

The Site currently operates as a typical natural attenuation waste disposal facility. No liner or other leachate collection/management system is in place at the Site. The 2019 Leachate Management Plan Study report indicated that a leachate-impacted groundwater seep/spring had been identified in a downgradient area (east of the Site, upstream from SW3, and in the vicinity of well BH9), resulting in the discharge of said waters to an adjacent surface water feature. This discharge essentially short circuits the natural attenuation process and has the potential to have negative effects on the surface water feature. The Corporation of the Municipality of Magnetawan initiated a proactive approach to leachate management and retained Pinchin to complete the Leachate Management Plan Study. The surface water quality data collected for the study indicated that an impact

from the leachate seep is being observed in the two adjacent creeks, and it was recommended that steps should be taken to eliminate the seep.

These steps include infilling the incised valley and relocating the creek to eliminate the seep, creating an extended CAZ boundary for additional leachate attenuation to occur prior to discharge to surface water bodies.

As part of the 2019 Leachate Management Study Report completed by Pinchin in April 2019, a trigger level monitoring program and contingency plan was proposed for the Chapman Waste Disposal Site, which is to be implemented at the Site following the elimination of the seep. The proposed Trigger Level Monitoring Program is a three-tiered program that includes routine monitoring (i.e. the semi-annual monitoring program), compliance monitoring and confirmation monitoring. While this trigger level monitoring program has been developed following industry standard/best management practices it is subject to revision. Revisions to the program have been completed by Pinchin as outlined in the Updated Trigger Plan Report. This report will be submitted to the MECP for review. Following acceptance of the revised trigger level monitoring program and the remediation of the leachate seep, the evaluation of the Site performance will be completed utilizing the new criteria. However, for discussion purposes only, the 2022 annual monitoring report evaluated the Site with respect to the Updated Trigger Plan, in addition to the Guideline B-7.

A single trigger level exceedance was quantified at BH6-III and BH8-I for manganese using the geometric mean of the available database at each of these trigger wells versus the modified Guideline B-7 (based on the 75th percentile of the background concentrations at the new background well BH11). However, at the time of preparation of this report, only 8 successive sampling events have been completed for newly installed monitoring wells BH6-III and BH8-I; further monitoring is required to establish a more robust data set before an accurate evaluation of the trigger levels can be completed for these monitoring locations. All of the trigger level concentrations were satisfied at both surface water trigger level monitoring locations with the exception of iron at SW2 during the fall and at SW3 during the spring and fall. It should be noted that although the iron concentrations quantified at SW3 are elevated, iron concentrations at furthest downgradient location SW2 are generally similar or lower in comparison to background concentrations at SW1. It should also be noted that the implementation of the trigger level monitoring program is only recommended once the proposed mitigation measures associated with the leachate seep are completed.

Actual Site compliance was evaluated based on the MECP's Guideline B-7 criteria. Based on the results obtained from the existing groundwater monitoring wells and surface water monitoring locations, Pinchin has not identified any significant landfill related impacts at the Site. Concentrations of pH, TDS, iron, nitrate, DOC, and manganese parameters within the groundwater samples analyzed at the furthest downgradient monitoring locations (BH5-II, BH6-III, BH7-II, BH8-I, and BH9-I) which exceeded the Guideline B-7 criteria are likely attributed to either naturally occurring conditions within the shallow unconfined aquifer on-site or from temperate impacts from leachate sourced from the waste deposits at the Site.

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All exceedances of the Guideline B-7 RUC are related to operational guidelines and/or aesthetic objectives associated with drinking water systems and are not considered to be an immediate significant human health or environmental concern originating from the Site, with the exception of nitrate which is a health-related parameter. The elevated concentrations of nitrate are only quantified in some downgradient wells and often fluctuate throughout the historical record. Therefore, these concentrations should be confirmed during the next monitoring period. Furthermore, concentrations of nitrate quantified at the downgradient groundwater wells are not interpreted to be impacting the surface water quality at the Site as nitrate concentrations are observed to be at low levels at downstream monitoring locations SW3 (near-field) and SW2 (far-field).

Based on a review of the existing dataset and regulatory requirements to date, Pinchin recommends the following:

- Continue with routine monitoring of all the available groundwater monitoring wells and surface water monitoring locations. Groundwater and surface water monitoring shall be completed with analyses for the parameters identified in the historical monitoring record. Monitoring well BH4-II should also be analysed for mercury and VOCs. It is recommended that groundwater and surface water monitoring be completed during the spring and late fall to generate a baseline data set, to evaluate trends, and to determine the need and scope of a long-term monitoring program for the Site. Considering the dataset completed thus far, it is Pinchin's opinion that sampling should continue in 2023 before the adequacy of the monitoring program can be fully evaluated;
- It is recommended that the three-tiered trigger level monitoring program, developed as part of the 2019 Leachate Management Plan Study and the Updated Trigger Plan be implemented for the Site once the mitigative measures for the seep are executed;
- The riser at monitoring wells BH3-11, BH1, and BH2 should be cut and re-surveyed (tied into the existing survey data for the monitoring network); and
- The Client should continue to ensure that the requirements as specified in the CofA are adhered to, with respect to operation of the Chapman Waste Disposal Site.

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Updated Trigger Level Monitoring Plan

Chapman Waste Disposal Site
Magnetawan, Ontario

Prepared for:

The Corporation of the Municipality of Magnetawan
P.O. Box 70
Magnetawan, Ontario P0A 1P0

September 13, 2022

Pinchin File: 225335.004

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Issued to:	**The Corporation of the Municipality of Magnetawan**
Issued on:	**September 13, 2022**
Pinchin File:	**225335.004**
Issuing Office:	**Sudbury, ON**
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1.0 INTRODUCTION

Pinchin Ltd. (Pinchin) was retained by the Corporation of the Municipality of Magnetawan (the Municipality) to prepare an updated Trigger Level Monitoring Plan for the Chapman Waste Disposal Site (the Site), located in Magnetawan, Ontario.

This updated Trigger Level Monitoring Plan has been developed in accordance with comments received on May 5, 2020 in the memorandum entitled "*Chapman Landfill, Municipality of Magnetawan, ON*" prepared by the Ministry of the Environment, Conservation and Parks (MECP) and on May 21, 2020 in the memorandum titled "*Surface water technical review (IDS Reference #2485-BM7KQX), Chapman Waste Disposal Site, Corporation of the Municipality of Magnetawan, summary of recent monitoring reports/assessments and proposed leachate management plan*" prepared by the MECP, following their review of the proposed trigger level program for the Site outlined in the report "*Leachate Management Plan Study, Chapman Waste Disposal Site, Magnetawan, Ontario*" prepared by Pinchin, dated April 30, 2019.

1.1 Review of Applicable Documentation

Pinchin reviewed the following documents for the Site:

- Report entitled "*Leachate Management Plan Study, Chapman Waste Disposal Site, Magnetawan, Ontario*" prepared by Pinchin, dated April 30, 2019 (the Leachate Management Plan);
- Memorandum entitled "*Chapman Landfill, Municipality of Magnetawan, ON*" prepared by the MECP, dated May 5, 2020 (the Hydrogeologist Technical Support Comments);
- Memorandum entitled "*Surface water technical review (IDS Reference #2485-BM7KQX), Chapman Waste Disposal Site, Corporation of the Municipality of Magnetawan, summary of recent monitoring reports/assessments and proposed leachate management plan*" prepared by the MECP, dated May 21, 2020 (the Surface Water Specialist Technical Review Comments); and
- Report entitled "*2021 Annual Monitoring Report, Chapman Waste Disposal Site, Magnetawan, Ontario*" prepare by Pinchin, dated March 31, 2022 (the 2021 Monitoring Report).

2.0 TRIGGER LEVEL MONITORING PROGRAM

The MECP has prepared a document, as presented in Appendix I, providing guidance for the development of trigger mechanisms (MECP Guidance Document). The guidance document describes a three-tiered monitoring/trigger mechanism, guidelines on monitoring requirements, and determination of

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non-compliance procedures. This guidance document is considered applicable to surface water and groundwater trigger level assessments due to the detailed procedures contained in the document.

It is proposed that the following Trigger Level Monitoring Program be implemented at the Site following the elimination of the leachate seep, as described in the Leachate Management Plan.

The proposed Trigger Level Monitoring Program for the Site is a three-tiered program that includes routine monitoring (i.e., the semi-annual monitoring program), confirmation monitoring and compliance monitoring. Groundwater and surface water trigger levels are proposed to be 75% of the allowable guideline limits, in order to provide sufficient time to undertake the following actions, should there be an exceedance of any trigger level in the future:

- Confirm the trigger level exceedance through re-sampling in duplicate from the location exhibiting the exceedance;
- Evaluate the degree, nature and potential source(s) of the identified trigger level impact(s);
- Evaluate the need to increase monitoring frequency and/or expand the trigger parameter list, and implement if required;
- Evaluate the need to establish additional trigger locations along the downgradient boundaries of the Contaminant Attenuation Zone (CAZ), and implement if required;
- Evaluate the need for expansion of the established CAZ and/or implementation of the active leachate-impacted groundwater management;
- Design, build, and commission the active leachate-impacted groundwater management strategy, if determined to be required; and
- The progressive closure program acceleration.

Under the proposed program the trigger parameters and levels for groundwater will be based on the Ontario Drinking Water Quality Guidelines (ODWQS), and the 75th percentile of the Guideline B-7 Reasonable Use Calculation (RUC) values calculated using the background groundwater quality data from BH11. For surface water, the trigger parameters and levels will be based on 75% of the Provincial Water Quality Objectives (PWQO)/interim PWQO (iPWQO), or where there is no PWQO value, the Canadian Water Quality Guidelines (CWQG) for each sampling location. Using the 75th percentile to establish the trigger values will provide the necessary factor of safety, while accommodating for variability in the sample data (i.e., anomalous sample data due to errors in sampling techniques, laboratory analysis, etc.).

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2.1 Trigger Level Assessment

The following describes in detail the proposed three-tier trigger level monitoring program:

2.1.1 Tier I – Routine Monitoring

Groundwater and surface water monitoring will continue to be conducted on a semi-annual basis, in the spring (May/June) and fall (October/November), for a comprehensive list of analytical parameters. The semi-annual monitoring program is part of the Tier I trigger program and is considered to be an "Alert Level" of monitoring.

For groundwater, Tier I monitoring will utilize the ODWQS and RUC allowable limits as the basis for the initial trigger values. For surface water, the PWQO/iPWQO and CWQG values will be used as the basis for Tier I monitoring. The trigger monitoring parameters, values, and locations are outlined in Sections 3 and 4.

During Tier I monitoring, the geometric mean of the ten most recent successive monitoring events will be used to assess water quality at the given trigger monitoring locations. If, at the trigger monitoring locations, the geometric mean concentration of three or more non-health related parameters or one or more health related parameters are found to exceed the 75th percentile limit of the RUC or one or more parameters is found to exceed 75% of the surface water standard, then the Tier II monitoring is triggered.

2.1.2 Tier II – Confirmation Monitoring

Tier II Confirmation Monitoring program would be implemented if, at a single monitoring location, the geometric mean concentration for three or more non-health related parameters or one or more health related parameters are found to exceed the 75th percentile RUC or one or more parameters are found to exceed 75% of the associated surface water standard. The Tier II Confirmation monitoring program consists of collecting water quality samples in duplicate from the location exhibiting the Tier I exceedance within forty-five days of receipt of the test results in order to confirm the Tier I exceedances. If the duplicate samples indicate that Tier I trigger concentrations are not consecutively exceeded then Tier I monitoring will resume.

If the Tier I exceedance is confirmed, then the next step will be to evaluate the degree, nature and potential source(s) of trigger level impact(s) identified in Tier I. As a first step, during the next scheduled monitoring event, the trigger parameter concentrations will be compared to the applicable standards (i.e., ODWQS and RUC for groundwater, and PWQO/iPWQO and CWQG for surface water). This comparison will be utilized as an indicator of the timing and urgency of response. The comparison will also include parameter concentration trend analysis over time, with an emphasis on seasonality, if any, for trigger parameters. An evaluation of the need to increase monitoring frequency, expand the trigger parameter list and/or establish additional trigger locations will also be undertaken. If the Tier II Confirmation Monitoring

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program indicates that the Site is out of compliance, as compared to the applicable standards, the Municipality will consult with MECP staff regarding the sampling analytical results and interpretation, and if required, the need for expansion of the established CAZ and/or implementation of an active leachate-impacted groundwater management strategy as outlined in Section 7.0 of the Leachate Management Plan Study.

2.1.3 Tier III – Compliance Monitoring

The Tier III Compliance Monitoring is a program designed to assess the effectiveness of any remedial measures that are implemented at the Site. The Tier III Compliance Monitoring program details would be determined in conjunction with the development and implementation of a preferred remedial measure arising out of evaluation of the Tier II monitoring results. The compliance performance trigger parameters, concentrations, locations, and monitoring frequency would be determined at that time. It is suggested that this program would consist of more frequent sampling of key trigger locations and analysis for a selected suite of parameters, including the trigger parameters, using the ODWQS and RUC allowable limits (for groundwater) and PWQO/iPWQO and CWQG (for surface water), as Tier III compliance concentrations. Once compliance is confirmed at the Tier III level, and remedial measures have controlled and reduced the impact, the Tier III program would end, and Tier I monitoring would resume.

3.0 GROUNDWATER DETERMINATION OF COMPLIANCE

Based on the recent development of a suitable historic database of analytical results for several monitoring locations having a sampling duration of over five years (i.e., 10 sampling events) with seasonal sampling frequency of twice per year, and the need to consider seasonality and changes or fluctuations in water quality, Pinchin has selected 'Option B - 75th Percentile Non-compliance Window method' from the MECP Guidance Document to be utilized for the trigger level assessment.

Given the existence of a statistically valid database (i.e., minimum of 8 to 10 water samples over a minimum two-year period) for each of the selected monitoring locations, subsequent semi-annual routine monitoring data can be incorporated, and a running average calculation can be used based on the most recent ten successive sample events. However, it is cautioned that when using running averages or percentiles for compliance purposes, one must be cognizant of parameter concentrations over time, taking into account the historic variability of both short and long-term water quality/quantity impact trends. The sample period window must therefore be critically examined on a regular basis to ensure that it is appropriately current and applicable during the lifetime of the landfill (i.e., accounting for relevant changes in Site operation and leachate generation changes in quality and quantity over time).

Historic background well parameter concentrations observed at BH3 were typically low to moderate and consistent. As such, Pinchin had previously used monitoring location BH3 as the background location

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However, during the 2018 fall monitoring program, two new background wells (BH3-II and BH11) were installed at the Site, as BH3 was observed to have been destroyed. As identified in the MECP Groundwater Technical Support Comments, groundwater quality at monitoring well BH3-II has observed exceedances of the ODWQS for dissolved organic carbon (DOC), aluminum, and pH which appear to indicate potential leachate influence at this well. It is therefore interpreted that BH3-II is located too close to the landfill boundary to be considered representative of background water quality. Groundwater quality observed at new background monitoring well BH11, located downgradient and further from the landfill boundary, appears to indicate no leachate influence. Therefore, the new background well identified as BH11 will be utilized as the source for background water quality at the Site, opposed to the historic data at BH3. The 75th percentile of the ten most recent successive sampling events at monitoring well BH11 should be applied as the source of background water quality (C_b) used to calculate the Guideline B-7 RUC values (C_m). At the time of preparation of this report, well BH11 currently only has water quality data available from 2019-2021. Therefore, only six data points have been used in the calculation of C_b.

The existing background groundwater quality results at BH11 comprises generally low concentrations of typical landfill indicator parameters such as chloride, sulphate, nitrate, total dissolved solids (TDS), conductivity, calcium, sodium, or potassium. These values are considered representative of regional background quality in the aquifer sampled by the well screen. The only consistent ODWQS exceedances at this location are pH (low), hardness (low), alkalinity (low) and turbidity, similar to the historical results at BH3. As a result, these parameters have therefore not been used in the proposed groundwater Trigger Level Monitoring Program.

3.1 Groundwater Trigger Mechanism

1. **Trigger Locations:** Trigger monitoring locations shall be the nested monitoring wells BH6-III, BH7-II, and BH8-I located on the east side of the landfill (i.e., downgradient of the fill areas).
2. **Trigger Parameters and Compliance Criteria:** The geometric mean of the ten most recent successive sampling events for each well is to be compared to the calculated trigger values (with additional attention given to event by event results to evaluate any rapid and/or seasonal changes). The following table presents the trigger parameters trigger concentrations currently proposed for groundwater. It should be noted that the calculated RUC concentrations and Tier I trigger level concentrations are dynamic and are subject to change in the future, based on the update of the 75th percentile background value.

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Groundwater Trigger Wells	Parameter	Guideline B-7 Trigger Level Calculation $C_m = C_b + x (C_r - C_b)$			
		C_b (mg/L)	x	C_r (mg/L)	C_m (mg/L)
BH6-III BH7-II BH8-I	Total Dissolved Solids (TDS)	66.0	0.5	500	283
	Dissolved Organic Carbon (DOC)	16.3	0.5	250	133
	Chloride	4.81	0.5	200	102
	Sodium	5.63	0.50	500	253
	Sulphate	0.26	0.25	10	2.69
	Nitrate as N	0.10	0.25	1	0.33
	Nitrite as N	2.95	0.5	5	3.98
	Iron	0.034	0.5	0.3	0.17
	Manganese	0.022	0.5	0.05	0.036
	Arsenic	0.0015	0.25	0.01	0.0036
	Barium	0.021	0.25	1	0.27
	Boron	0.026	0.25	5	1.27
	Cadmium	0.0005	0.25	0.005	0.0016
	Chromium	0.0015	0.25	0.05	0.014
	Copper	0.0016	0.5	1	0.50
	Lead	0.0005	0.25	0.01	0.0029
	Zinc	0.0025	0.5	5	2.50

Notes:

C_b – Background Concentration - 75th percentile of all valid sampling rounds at new background BH11

C_r – Maximum Acceptable Contaminant Concentration - set as the ODWQS

x – Reduction Constant - 0.25 for health-related parameters and 0.5 for non-health related parameters

C_m – Maximum Off-Site Acceptable Contaminant Concentration – trigger level concentration

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4.0 SURFACE WATER DETERMINATION OF COMPLIANCE

4.1 Surface Water Trigger Mechanism

1. **Trigger Locations:** Trigger monitoring locations shall encompass all of the downstream surface water sample locations at the Site (SW2 and SW3).
2. **Trigger Parameters and Compliance Criteria:** The geometric mean of the ten most recent successive spring sampling events and ten most recent successive fall sampling events is to be compared to the calculated trigger level concentrations separately to account for seasonality. The following table presents the PWQO, iPWQO, or CWQG allowable limits, trigger parameters and concentrations currently proposed for surface water. When both a PWQO and iPWQO exist, the more stringent value was used. The surface water trigger parameters chosen include all identified leachate indicator parameters which have a guideline limit. The trigger level concentration is 75% of the guideline value considered appropriate for the Site.

Surface Water Trigger Locations	Parameter	Applicable Guideline	Objective (mg/L)	Trigger Level Concentration (mg/L)
	Chloride	CWQG	120	90
	Nitrate as N	CWQG	13	9.75
	Nitrite as N	CWQG	0.197	0.15
	Iron	PWQO	0.3	0.23
	Arsenic	iPWQO	0.005	0.0038
	Boron	iPWQO	0.2	0.15
	Cadmium*	iPWQO	0.0001	0.0001
	Copper	iPWQO	0.005	0.0038
	Lead*	iPWOQ	0.001	0.0008
	Zinc	iPWQO	0.02	0.015

*based on hardness concentration at SW2 and SW3

5.0 CONTINGENCY PLAN

Should the results of the Trigger Level Monitoring program indicate that the long-term operation of the Site is resulting in significant impacts to the groundwater or surface water quality at the Site, the Municipality will consult with MECP staff regarding the sampling analytical results, their interpretation, and the development of a realistic schedule for implementation of a strategy to manage the leachate-impacted groundwater plume. Additional activities that could be performed at this time could include further leachate characterization and an increase in the groundwater and/or surface water monitoring frequency.

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In the event of a confirmed groundwater or surface water exceedance of Site-specific trigger levels observed at monitoring wells BH6-III, BH7-II, and BH8-I, and SW2 and SW3 it is proposed that the some or all of the following contingency measures will be implemented:

- Installation of additional monitoring wells located downgradient of the landfilling area and along the property boundary of the Site to confirm off-Site impacts are taking place;
- Acquisition of further downgradient lands and the extension of the contaminant attenuation zone;
- Application of low permeability final cover;
- Installation of a leachate collection system and treatment system; and/or
- Progressive closure program acceleration.

6.0 REFERENCES

- Canadian Council of Ministers of the Environment. 2015. *Canadian Environmental Quality Guidelines*.
- Government of Ontario. 2002. *Ontario Regulation 169/03: Ontario Drinking Water Quality Standards.*
- Ministry of the Environment, Conservation and Parks. 1994. *Incorporation of the Reasonable Use Concept into MECPE Groundwater Management Activities, Guideline B-7 (formerly 15-08).*
- Ministry of the Environment, Conservation and Parks. 1994, revised 1999. *Water management: policies, guidelines, provincial water quality objectives.*
- Ministry of the Environment, Conservation and Parks. 2018, updated 2021. *Determination of Contaminant Limits and Attenuation Zones, Procedure B-7-1.*
- Ministry of the Environment Eastern Region Surface Water Group. 1998. *Interim Guidance Document, Surface Water Monitoring Trigger Mechanism for Waste Disposal Sites.*

7.0 TERMS AND LIMITATIONS

This work was performed subject to the Terms and Limitations presented or referenced in Council Resolution No. 2019-343 for this project.

Information provided by Pinchin is intended for Client use only. Pinchin will not provide results or information to any party unless disclosure by Pinchin is required by law. Any use by a third party of reports or documents authored by Pinchin or any reliance by a third party on or decisions made by a third

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party based on the findings described in said documents, is the sole responsibility of such third parties. Pinchin accepts no responsibility for damages suffered by any third party as a result of decisions made or actions conducted. No other warranties are implied or expressed.

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Template: Groundwater Monitoring Template – Oil and Gas, EDR, May 28, 2019

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APPENDIX I

MECP Guidance Document

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Ontario

Ministry of the Environment
133 Dalton Avenue
P.O. Box 820
Kingston, ON K7L 4X6

Ministère de l'Environnement
133 avenue Dalton
C.P. 820
Kingston, ON K7L 4X6

W.C.

Covering Letter To: Document User

RE: **Interim Guidance Document**
Surface Water Monitoring Trigger Mechanism for Waste Disposal Sites

The attached guidance document was produced by the Ministry of the Environment (MOE), Eastern Region's Water Resources Assessment Unit. The intention of the attached document is to provide guidance and assistance to Waste Disposal Site Operating Authorities, Consultants, and Regional MOE staff.

The guidance document has a generic intent, however it is recognized that each waste disposal site represents a unique hydrologic environment and as such the waste disposal site must be evaluated on an individual basis and that site specific information requirements prevail.

The document user is also recommended to make reference to the MOE document "Landfill Standards, A Guideline on the Regulatory and Approval Requirements for New or Expanding Landfilling Sites", ISBN 0-7778-7568-3 (May 1998 - Reprinted September 1998). The new regulatory requirements are contained in Ontario Regulation 232/98 made under the Environmental Protection Act. The new regulation taking effect on August 1, 1998.

Please note that the attached document is subject to periodic revision and the user should ensure the current document version is used for reference.

Bruce W. Metcalfe
Sr. Environmental Officer
Water Resources Unit, Surface Water
Technical Support Section
Ministry of Environment, Eastern Region

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08/03/00

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WAYNE COOLEY

MOE Eastern Region Surface Water Group

INTERIM GUIDANCE DOCUMENT

SURFACE WATER MONITORING TRIGGER MECHANISM FOR WASTE DISPOSAL SITES

Note: This document is subject to periodic revision and users should ensure that they are using the most recent document version.

Current Document Version: 23 March 1998
Preceding Document Version: 1 May 1995

INTRODUCTION

This guidance document is provided for reference in developing surface water monitoring triggers that can be used to determine when a waste disposal site (WDS) contingency plan should be implemented and to evaluate its effectiveness. These triggers specify surface water monitoring that will be used to determine compliance with water management policies and initiate WDS remediation works for the protection of downstream surface water quality. The approach is designed to be generic and consistent while allowing for adaptation to site-specific requirements.

Application of this guidance document will satisfy MOE Eastern Region Water Resources Unit–Surface Water Group concerns and provide compliance with MOE Policies and Provincial Water Quality Objectives (PWQOs).

Users of this document should also refer to the MOE Eastern Region Surface Water Group document, *Interim Guidelines–Surface Water Quality Assessment for Existing Waste Disposal Sites.*

The WDS owner (or designated Consultant) should consult with Regional Surface Water Group staff early on in the process to confirm the acceptability of their proposed surface water monitoring trigger mechanism.

POLICY CONSIDERATIONS

In Ontario, water management policies and guidelines that support the Provincial Water Quality Objectives (PWQOs) are the basis for establishing acceptable limits for water quality in order to protect the aquatic ecosystem. *Water Management–Policies, Guidelines, Provincial Water Quality Objectives of the MOEE, July 1994* (also referred to as the "Blue Book") is the reference document used to provide direction regarding the management of water quality in Ontario. Surface Water Quality Management Policies 1 through 5 are applied as appropriate to manage receiving surface water quality in Ontario.

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POLICY COMPLIANCE

Daily, seasonal and annual concentrations from the WDS surface water monitoring program should be evaluated to confirm compliance with the appropriate Surface Water Management Policy.

Policy 1: "In areas which have water quality better than the PWQOs, water quality shall be maintained at or above the Objectives."

Although some lowering of water quality is permissible in Policy 1 designated receiving waters, degradation beyond the PWQOs will not be allowed, in order to ensure continuing protection of aquatic communities and recreational uses.

Policy 2: "Water quality which presently does not meet PWQOs shall not be degraded further and all practical measures shall be taken to upgrade water quality to the Objectives."

In Policy 2 designated receiving waters, no further degradation of water quality is allowed and remedial measures shall be put into place to upgrade water quality to PWQOs. Deviations from this policy may be allowed under certain conditions as outlined in the "Blue Book", subject to MOE approval.

SURFACE WATER MONITORING TRIGGERS

An increase of the parameter concentration (including non-PWQO tracer parameters) above upstream background levels should alert the WDS operating authority to the potential existence of leachate impacts to surface water and will trigger implementation of an appropriate contingency plan for the protection of downstream surface water quality. If noncompliance is identified the WDS operating authority would determine the significance of noncompliance.

It is recommended that a three Tier surface water monitoring trigger mechanism be employed for initiating a WDS contingency plan as outlined below:

The Tier I Monitoring Trigger is an 'Alert' level monitoring mode using conservative tracer parameters in addition to a limited suite of site-specific target PWQO parameters. If the downstream Tier I parameter concentrations significantly exceed their respective upstream concentrations then the Tier II Trigger monitoring mode is initiated.

The Tier II Monitoring Trigger is a 'Confirmation' level monitoring mode which may include an increased parameter suite and an increased sampling frequency. If Tier II Trigger monitoring confirms unacceptable impact to surface water then the WDS Contingency Plan should be implemented in concert with the Tier III monitoring program.

The Tier III Monitoring Trigger is a 'Compliance' level monitoring mode which assesses the effectiveness of the contingency plan that has been implemented.

Note that non-compliance during Tier I monitoring may necessitate bypassing Tier II and invoking the WDS Contingency Plan and Tier III Compliance monitoring.

The parameter suites for each monitoring Tier should be determined with reference to the results of leachate characterization sampling. Each Tier parameter suite must be specified by

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Bruce W. Metcalfe
Sr. Environmental Evaluator
Technical Support Section - Surface Water Group
MOE Eastern Region

File SW 02-16 Landfill Sites

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Laura Brandt

Subject: FW: Chapman and Croft Methane Monitoring
Attachments: 225335.006 2023 Methane Monitor. Memo Croft, Chapman WDS Jan 25 2023.pdf

FOR THE COMPLETE REPORT PLEASE VISIT OUR WEBSITE AT WWW.MAGNETAWAN.COM

From: Alana Valle <avalle@Pinchin.com>
Sent: January 25, 2023 10:11 AM
To: Scott Edwards <publicworks@magnetawan.com>
Cc: Tim McBride <tmcbride@Pinchin.com>; Sarah Burke <sburke@Pinchin.com>; Kerstin Vroom <Clerk@magnetawan.com>
Subject: Chapman and Croft Methane Monitoring

Hi Scott,

Please find attached the results of the 2022 fall and winter methane monitoring for the Chapman and Croft Waste Disposal Sites.

Overall, we did not find elevated methane readings at any of the monitoring locations. It is therefore interpreted that on-going methane monitoring is not required for either of the Sites at this time.

Should you have any questions about the report, please let us know.

Thank you,

Alana Valle, B.Eng., EIT
Project Coordinator
Environmental Due Diligence & Remediation

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MEMORANDUM

DATE: January 25, 2023

MEMO TO: Scott Edwards (Municipality of Magnetawan)

COPIES TO: Kerstin Vroom (Municipality of Magnetawan), Tim McBride (Pinchin)

FROM: Sarah Burke (Pinchin)

RE: Magnetawan Waste Disposal Site Methane Monitoring – Fall and Winter 2022

PINCHIN FILE: 225335.006

1.0 INTRODUCTION

Pinchin Ltd. (Pinchin) was retained by the Municipality of Magnetawan (Municipality) to conduct a preliminary methane gas monitoring program to investigate potential methane gas production at the Croft and Chapman Waste Disposal Sites (WDSs) and prepare a report outlining landfill gas (methane) concentrations in comparison to the applicable criteria, as outlined in Ontario Regulation 232/98.

2.0 METHODOLOGY

The 2022 methane monitoring program conducted at the Chapman and Croft WDSs included two rounds of landfill gas monitoring events, one round occurring in the fall of 2022, and the second round occurring in the winter of 2022 (under frozen ground conditions). The fall monitoring event was completed on November 17, 2022, and the winter monitoring event was completed on December 15, 2022. The methane gas monitoring program was completed in accordance with Pinchin's Standard Operation Procedures (SOPs).

2.1 Groundwater Level Measurements

Static groundwater levels were manually measured at the Site during each monitoring event using a Solinst™ water level meter. The water level meter was cleaned before initial use and between uses to minimize the potential for cross-contamination by washing with an Alconox™/potable water mixture followed by a deionized water rinse. The water levels were measured in order to determine if the well screens were submerged in order to evaluate whether or not that would have an effect on the gas monitoring results.

2.2 Landfill Gas Monitoring

Landfill gas (methane) monitoring was completed at thirteen (13) monitoring well locations at the Chapman WDS and eleven (11) monitoring well locations at the Croft WDS. Landfill gas measurements were obtained immediately after removing the monitoring well friction fit push-on caps, prior to collecting groundwater level measurements. Monitoring was completed using a GEM 2000 portable gas meter calibrated to detect 100% of the

lower explosive limit (LEL) for methane (CH_4). For landfill gas measurements calibrated for methane, 100% of the LEL is equivalent to 5% volume of methane in air.

3.0 RESULTS

The fall and winter 2022 landfill gas (methane) monitoring results are presented Tables 1 and 2 below for the Chapman and Craft Waste Disposal Sites, respectively.

Table 1: Methane Monitoring Results for the Chapman Waste Disposal Site

Sample Date	Well ID	Screened Interval (masl)	Water Level (m)	Groundwater Elevation (masl)	Methane Concentration (%)
November 17, 2022	BH1	N/A	6.88	307.18	0.5
	BH2	N/A	6.39	307.29	0.5
	BH3-II	319.35 – 316.30	4.68	318.62	0.4
	BH4	N/A	6.03	308.35	0.5
	BH4-II	308.67 – 305.23	6.22	308.39	0.5
	BH5-II	N/A	5.60	286.24	0.5
	BH6-II	N/A	Dry.	N/A	0.5
	BH6-III	289.71 – 286.76	5.01	288.46	0.5
	BH7-II	N/A	Dry.	N/A	0.5
	BH8-I	287.81 – 284.81	4.26	287.46	0.5
	BH9-I	287.63 – 284.55	2.78	289.98	0.5
	BH10-I	312.79 – 309.74	2.34	312.83	0.6
	BH-11	317.54 – 314.46	1.89	318.23	0.4
December 15, 2022	BH1	N/A	6.82	307.24	0.1
	BH2	N/A	6.30	307.38	0.1

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	BH3-II	319.35 – 316.30	1.83	321.47	0.1
	BH4	N/A	6.06	308.32	0.2
	BH4-II	308.67 – 305.23	5.84	308.77	0.1
	BH5-II	N/A	4.58	287.26	0.1
	BH6-II	N/A	Dry.	N/A	0.1
	BH6-III	289.71 – 286.76	5.02	288.45	0.1
	BH7-II	N/A	1.91	308.11	0.1
	BH8-I	287.81 – 284.81	4.21	287.51	0.2
	BH9-I	287.63 – 284.55	2.74	290.02	0.1
	BH10-I	312.79 – 309.74	2.25	312.92	0.3
	BH-11	317.54 – 314.46	4.62	315.50	0.0

Table 2: Methane Monitoring Results for the Croft Waste Disposal Site

Sample Date	Well ID	Screened Interval	Water Level (m)	Groundwater Elevation (masl)	Methane Concentration (%)
November 17, 2022	BH1	N/A	1.36	292.46	0.6
	BH8	290.43 – 285.93	3.69	288.78	0.5
	BH9	288.67 – 285.62	1.71	288.73	0.5
	BH10	289.89 – 286.77	1.12	290.71	0.6
	BH11	289.76 – 286.34	2.31	290.3	0.6
	BH12	287.60 – 282.80	1.52	288.35	0.5
	BH13	287.72 – 284.72	4.23	287.34	0.6

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	BH14	286.32 – 283.32	1.51	288.75	0.6
	DP7	288.30 – 287.60	1.52	288.25	0.5
	DP8	290.04 – 289.14	Dry.	N/A	0.6
	DP9	289.57 – 288.67	1.15	289.77	0.6
December 15, 2022	BH1	N/A	1.08	292.74	0.2
	BH8	290.43 – 285.93	2.71	289.76	0.1
	BH9	288.67 – 285.62	1.47	288.97	0.1
	BH10	289.89 – 286.77	0.94	290.89	0.1
	BH11	289.76 – 286.34	1.34	291.27	0.2
	BH12	287.60 – 282.80	1.37	288.5	0.2
	BH13	287.72 – 284.72	2.78	288.79	0.1
	BH14	286.32 – 283.32	1.36	288.90	0.1
	DP7	288.30 – 287.60	Dry.	N/A	0.2
	DP8	290.04 – 289.14	1.46	289.6	0.1
	DP9	289.57 – 288.67	Dry.	N/A	0.1

Notes:

1. N/A signifies that no data is available. Borehole logs are not available for Chapman groundwater monitoring wells BH1, BH2, BH4, BH5-II, BH6-II, and BH7-II, and for Croft groundwater monitoring well BH1. Available borehole logs are provided in the attached Appendix I.
2. Shaded data indicates that the well screen is submerged, based on the measured groundwater elevations and screened intervals indicated in the borehole logs. Methane gas measurements in groundwater monitoring wells with submerged screens are not representative of the soil migration methane concentrations.

4.0 FINDINGS

For landfill sites, gas is generated as the waste within the landfill decomposes and varies depending on the stage of decomposition and the characteristics of the waste. Depending on the age and volume of the waste, gas produced at high concentrations may present fire and explosion hazards.

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Under Ontario Regulation 232/98, the specified methane concentration limits include:

- Less than 1.0% methane gas in an on-site building, or its foundation;
- Less than 2.5% methane gas in the subsurface at the property boundary; and
- Less than 0.05% methane gas (i.e. not present) in a building, or its foundation, which is located off-site.

Methane concentrations detected at each of the monitoring locations for the Chapman and Croft Waste Disposal Sites during both the fall and winter monitoring events were within the limits specified in O. Reg. 232/98. Methane concentrations measured at the Chapman WDS monitoring wells ranged from 0.0% to 0.6% and at the Croft WDS monitoring wells ranged from 0.1% to 0.6%, which is well below the applicable limit of 2.5% methane gas in the subsurface property boundary. As landfill gas exceedances were not detected at the Sites, there are no explosive concerns related to landfill gas for nearby structures. It is not interpreted that on-going monitoring of methane gas is required for either waste disposal site.

Encl: Appendix I: Borehole Logs

\\PIN-SUD-FS01\job\225000s\0225335.000 MAGNETAWAN,ChapmanSite,EDR,LANDFILL\0225335.006 MAGNETAWAN,ChapmanSite,EDR,AMR,2021\Deliverables\2022\Methane Monitoring\225335.006 2023 Methane Monitor Memo Croft, Chapman WDS.docx

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APPENDIX I

Borehole Logs

Log of Borehole: BH3-II

Project #: 225335.001 **Logged By:** KM

Project: Hydrogeology Assessment

Client: Municipality of Magnetawan

Location: Chapman Waste Disposal Site, Magnetawan, Ontario

Drill Date: September 28, 2018 **Project Manager:** TM

SUBSURFACE PROFILE					SAMPLE	
Depth (ft / m)	Symbol	Description	Measured Depth (m)	Monitoring Well Details	Sample #	Recovery (%)
0 / 0		Ground Surface	0.00			
		Sand Brown sand, some gravel, dry, no PHC odour or staining.	3.05	Riser; Bentonite		
		Sand and Silt Grey sand and silt, damp, no PHC odour or staining.	3.66		SS1	
		Sand and Silt Grey sand and silt, saturated, no PHC odour or staining.	6.10	Screen; Silica Sand	SS2	
		End of Borehole				

Contractor: CCC

Drilling Method: Hollow Auger

Well Casing Size: 5.08 cm

957 Cambrian Heights Drive
Suite 203
Sudbury, ON P3C 5S5

Grade Elevation: NA

Top of Casing Elevation: NA

Sheet: 1 of 1

Log of Borehole: BH4-II

Project #: 225335.001 **Logged By:** KM

Project: Hydrogeology Assessment

Client: Municipality of Magnetawan

Location: Chapman Waste Disposal Site, Magnetawan, Ontario

Drill Date: September 27, 2018 **Project Manager:** TM

SUBSURFACE PROFILE					SAMPLE	
Depth (ft / m)	Symbol	Description	Measured Depth (m)	Monitoring Well Details	Sample #	Recovery (%)
		Ground Surface	0.00			
		Sand Coarse brown sand, some gravel, dry, no PHC odour or staining.	3.05	Riser; Bentonite		
		Sand and Gravel Coarse brown sand and gravel, trace cobbles, damp, no PHC odour or staining.	3.96		SS1	
		Bedrock Bedrock. Auger refusal on assumed bedrock. Sandseam at 20'.	8.44	Screen; Silica Sand		
		End of Borehole				

Contractor: CCC

Drilling Method: Hollow Auger

Well Casing Size: 5.08 cm

957 Cambrian Heights Drive
Suite 203
Sudbury, ON P3C 5S5

Grade Elevation: NA

Top of Casing Elevation: NA

Sheet: 1 of 1

Log of Borehole: BH6-III

Project #: 225335.001 **Logged By:** KM

Project: Hydrogeology Assessment

Client: Municipality of Magnetawan

Location: Chapman Waste Disposal Site, Magnetawan, Ontario

Drill Date: September 28, 2018 **Project Manager:** TM

SUBSURFACE PROFILE					SAMPLE	
Depth (ft / m)	Symbol	Description	Measured Depth (m)	Monitoring Well Details	Sample #	Recovery (%)
		Ground Surface	0.00			
		Sand and Gravel Coarse sand and gravel, some cobbles, damp, no PHC odour or staining.	3.05	Riser; Bentonite		
		Sand and Gravel Coarse sand and gravel, large cobbles, damp, no PHC odour or staining.	3.96		SS1	
		Bedrock Bedrock. Auger refusal on assumed bedrock.	6.30	Screen; Silica Sand		
		End of Borehole				

Contractor: CCC

Drilling Method: Hollow Auger

Well Casing Size: 5.08 cm

957 Cambrian Heights Drive
Suite 203
Sudbury, ON P3C 5S5

Grade Elevation: NA

Top of Casing Elevation: NA

Sheet: 1 of 1

Log of Borehole: BH8-I

Project #: 225335.001 **Logged By:** KM

Project: Hydrogeology Assessment

Client: Municipality of Magnetawan

Location: Chapman Waste Disposal Site, Magnetawan, Ontario

Drill Date: September 27, 2018 **Project Manager:** TM

SUBSURFACE PROFILE					SAMPLE	
Depth (ft / m)	Symbol	Description	Measured Depth (m)	Monitoring Well Details	Sample #	Recovery (%)
0 / 0		Ground Surface	0.00			
		Sand Coarse, brown sand with some gravel, no PHC odour or staining.		Riser; Bentonite		
					SS1	
			4.27			
		Sand and Gravel Coarse, brown sand and gravel, trace cobbles, no PHC odour or staining.		Screen; Silica Sand	SS2	
			6.05			
		End of Borehole				

Contractor: CCC

Drilling Method: Hollow Auger

Well Casing Size: 5.08 cm

957 Cambrian Heights Drive
Suite 203
Sudbury, ON P3C 5S5

Grade Elevation: NA

Top of Casing Elevation: NA

Sheet: 1 of 1

Log of Borehole: BH9-I

Project #: 225335.001 **Logged By:** KM

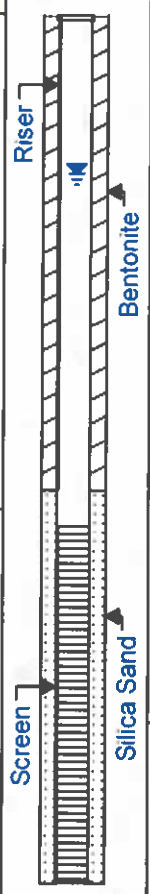
Project: Hydrogeology Assessment

Client: Municipality of Magnetawan

Location: Chapman Waste Disposal Site, Magnetawan, Ontario

Drill Date: September 28, 2018 **Project Manager:** TM

SUBSURFACE PROFILE					SAMPLE	
Depth (ft / m)	Symbol	Description	Measured Depth (m)	Monitoring Well Details	Sample #	Recovery (%)
0 / 0		Ground Surface	0.00			
		Sand Coarse brown sand, damp, no PHC odour or staining.				
					SS1	
			4.27			
		Sand and Silt Coarse brown sand and fine brown sand and silt, trace gravel, saturated, no PHC odour or staining.			AS1	
		Refusal at 27' on assumed bedrock.			AS2	
			8.23			
		End of Borehole				



Contractor: CCC

Drilling Method: Hollow Auger

Well Casing Size: 5.08 cm

957 Cambrian Heights Drive
Suite 203
Sudbury, ON P3C 5S5

Grade Elevation: NA

Top of Casing Elevation: NA

Sheet: 1 of 1

Log of Borehole: BH10-I

Project #: 225335.001 **Logged By:** KM

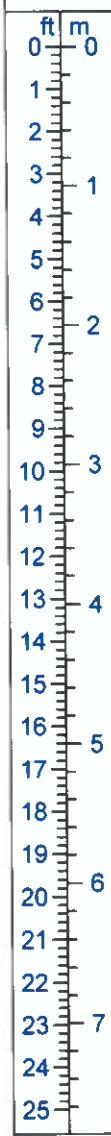
Project: Hydrogeology Assessment

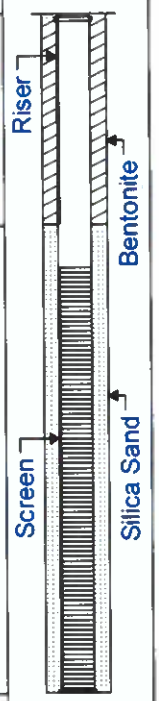
Client: Municipality of Magnetawan

Location: Chapman Waste Disposal Site, Magnetawan, Ontario

Drill Date: September 26, 2018 **Project Manager:** TM

SUBSURFACE PROFILE					SAMPLE	
Depth (ft / m)	Symbol	Description	Measured Depth (m)	Monitoring Well Details	Sample #	Recovery (%)
		Ground Surface	0.00			
		Sand Coarse, brown sand, some gravel, trace cobbles, damp, no PHC odour or staining.	1.52	Riser; Bentonite		
		Bedrock Refusal on assumed bedrock.	4.88	Screen; Silica Sand		
		End of Borehole				





Contractor: CCC

Drilling Method: Hollow Auger

Well Casing Size: 5.08 cm

957 Cambrian Heights Drive
Suite 203
Sudbury, ON P3C 5S5

Grade Elevation: NA

Top of Casing Elevation: NA

Sheet: 1 of 1

Log of Borehole: BH11

Project #: 225335 **Logged By:** KM

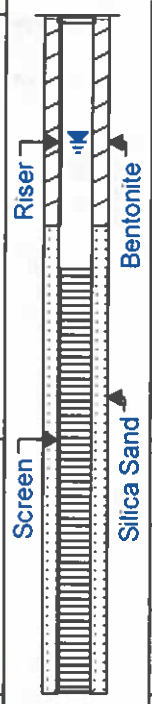
Project: Hydrogeology Assessment

Client: Municipality of Magnetawan

Location: Chapman Waste Disposal Site, Magnetawan, Ontario

Drill Date: September 26, 2018 **Project Manager:** TM

SUBSURFACE PROFILE					SAMPLE	
Depth (ft / m)	Symbol	Description	Measured Depth (m)	Monitoring Well Details	Sample #	Recovery (%)
0 / 0		Ground Surface	0.00			
		Sand and Silt Brown sand with silt, damp, no PHC odour or staining.		Riser; Bentonite	SS1	
10 / 3		***Sand*** Coarse, brown sand, saturated, no PHC odour or staining.	3.05	Screen; Silica Sand	SS2	
					AS1	
16 / 5		End of Borehole	4.88			



Contractor: CCC

Drilling Method: Hollow Auger

Well Casing Size: 5.08 cm

957 Cambrian Heights Drive
Suite 203
Sudbury, ON P3C 5S5

Grade Elevation: NA

Top of Casing Elevation: NA

Sheet: 1 of 1

BOREHOLE LOG	PROJECT: 60336434	BOREHOLE: DP7 1 of 1
Subsurface Investigation Croft Landfill Client: Township of Magnetawan	Northing: N/A Easting: N/A Methodology: Hand Auger Contractor: N/A	DATE: June 9, 2015 LOGGED BY TLC/SRB GROUND ELEV 289.30 m ASL

DEPTH (m) (mASL)	STRATIGRAPHY	STRATIGRAPHIC DESCRIPTION	MONITOR DETAILS & NUMBER	SAMPLE NUMBER	INTERVAL	TYPE	N VALUE	% WATER	% REC	% RQD	RECOVERY (%) 25 50 75 100	RQD (%) 25 50 75 100
0.3 289.0		**TOPSOIL** Dark brown to black, silty topsoil, trace to some sand, occasional rootlets, moist becoming saturated below about 0.2 m.		1 2		GS GS						
0.5 288.8		**SAND** Brown to grey fine to medium sand, trace fine gravel, trace silt, saturated. -Changing to a silty fine sand with occasional fine gravel and cobles below about 0.4 m.		3 4		GS GS						
1		**SANDY SILT TILL** Brown to grey silty sand to sandy silt till, brown oxidation observed, trace fiine gravel, moist to wet, dense. -Hand auger refusal in dense till at about 0.8 m										
1.7 287.6		Borehole teminated at 1.72 m in assumed till due to drive point refusal on assumed bedrock.										

Printed: Jan 15, 16
File Location:

AECOM

BOREHOLE LOG	PROJECT: 60336434	BOREHOLE: DP8 1 of 1
Subsurface Investigation Croft Landfill Client: Township of Magnetawan	Northing: N/A Easting: N/A Methodology: Hand Auger Contractor: N/A	DATE: June 9, 2015 LOGGED BY TLC/SRB GROUND ELEV 290.54 m ASL

DEPTH (m) (mASL)	STRATIGRAPHY	STRATIGRAPHIC DESCRIPTION	MONITOR DETAILS & NUMBER	SAMPLE NUMBER	INTERVAL	TYPE	N VALUE	% WATER	% REC	% RQD	RECOVERY (%) 25 50 75 100	RQD (%) 25 50 75 100
0.2 290.3		**TOPSOIL** Dark brown to black, silty topsoil, trace to some sand, occasional rootlets, moist.		1		GS						
				2		GS						
		SAND Brown to grey fine to medium sand, trace fine gravel, trace silt, wet. -Becoming saturated below about 0.4 m. -Changing to a silty fine sand with trace fine gravel below about 0.5 m. -Hand auger refusal in dense soil at about 0.9 m		3		GS						
				4		GS						
				5		GS						
				6		GS						
				7		GS						
1.4 289.1		Borehole teminated at 1.41 m in assumed silty sand due to drive point refusal on assumed bedrock.										

Printed: Jan 15, 16
File Location:

AECOM

BOREHOLE LOG	PROJECT: 60336434	BOREHOLE: DP9 1 of 1
Subsurface Investigation Croft Landfill Client: Township of Magnetawan	Northing: N/A Easting: N/A Methodology: Hand Auger Contractor: N/A	DATE: June 9, 2015 LOGGED BY TLC/SRB GROUND ELEV 289.97 m ASL

DEPTH (m) (mASL)	STRATIGRAPHY	STRATIGRAPHIC DESCRIPTION	MONITOR DETAILS & NUMBER	SAMPLE NUMBER	INTERVAL	TYPE	N VALUE	% WATER	% REC	% RQD	RECOVERY (%) 25 50 75 100	RQD (%) 25 50 75 100
0.2 289.8		**TOPSOIL** Dark brown to black, silty topsoil, trace to some sand, occasional rootlets, saturated.		1		GS						
				2		GS						
		SAND Grey fine to medium sand, trace fine gravel, trace silt, saturated. -Changing to a medium sand with trace fine sand below about 0.7 m. -Grey silty sand noted below about 0.9 m. -Hand auger refusal in dense soil at about 1.0 m.		3		GS						
				4		GS						
				5		GS						
1				6		GS						
1.3 288.7		Borehole teminated at 1.27 m in assumed silty fine sand.										

Printed: Jan 15, 16
File Location:

AECOM

BOREHOLE LOG	PROJECT: 60336434	BOREHOLE: BH8 1 of 1
Subsurface Investigation Croft Landfill Client: Township of Magnetawan	Northing: N/A Easting: N/A Methodology: Auger/Coring Contractor: pontil drilling	DATE: June 22, 2015 LOGGED BY SRB GROUND ELEV 291.63 m ASL

DEPTH (m) (mASL)	STRATIGRAPHY	STRATIGRAPHIC DESCRIPTION	MONITOR DETAILS & NUMBER	SAMPLE NUMBER	INTERVAL	TYPE	N VALUE	% WATER	% REC	% RQD	RECOVERY (%) 25 50 75 100	RQD (%) 25 50 75 100
0.2 291.5		**TOPSOIL** Dark brown, silty topsoil, trace to some sand, trace rootlets, moist.		1		SS	9					
		SAND Brown fine to medium sand, trace coarse sand and fine to medium gravel, moist.		2		SS	8/ 0.23m					
1.0 290.6	1	**GNEISSIC BEDROCK** Grey to black metamorphic bedrock, some quartzite and biotite with garnet mineralization, massive.		3		HQ			100	100		
	2			4		HQ			100	100		
	3			5		HQ			100	100		
				6		HQ			100	92		
	4			7		HQ			100	92		
	5											
5.7 285.9		Borehole terminated at 5.72 m in Gniessic Bedrock.										

Printed: Jan 15, 16
File Location:

AECOM

BOREHOLE LOG	PROJECT: 60336434	BOREHOLE: BH9 1 of 1
Subsurface Investigation Croft Landfill Client: Township of Magnetawan	Northing: N/A Easting: N/A Methodology: Auger/Coring Contractor: pontil drilling	DATE: June 22, 2015 LOGGED BY SRB GROUND ELEV 289.52 m ASL

DEPTH (m) (mASL)	STRATIGRAPHY	STRATIGRAPHIC DESCRIPTION	MONITOR DETAILS & NUMBER	SAMPLE NUMBER	INTERVAL	TYPE	N VALUE	% WATER	% REC	% RQD	RECOVERY (%) 25 50 75 100	RQD (%) 25 50 75 100
		SAND Brown fine to medium sand, some fine gravel, wet. -0.15 m layer of brown to grey silty fine sand, trace gravel at about 0.2 m.		1		SS	4					
				2		SS	31					
1		-0.15 m layer of medium to coarse sand, some gravel, saturated, at bedrock contact.										
1.4 288.2		**GNEISSIC BEDROCK** Grey to black metamorphic bedrock, some quartzite and biotite with garnet mineralization, massive.		3		HQ			100	100		
2												
3				4		HQ			100	100		
				5		HQ			100	100		
3.9 285.6		Borehole terminated at 3.89 m in Gniessic Bedrock.										

Printed: Jan 15, 16
File Location:

AECOM

BOREHOLE LOG	PROJECT: 60336434	BOREHOLE: BH10 1 of 1
Subsurface Investigation Croft Landfill Client: Township of Magnetawan	Northing: N/A Easting: N/A Methodology: Auger/Coring Contractor: pontil drilling	DATE: June 23, 2015 LOGGED BY SRB GROUND ELEV 290.87 m ASL

DEPTH (m) (mASL)	STRATIGRAPHY	STRATIGRAPHIC DESCRIPTION	MONITOR DETAILS & NUMBER	SAMPLE NUMBER	INTERVAL	TYPE	N VALUE	% WATER	% REC	% RQD	RECOVERY (%) 25 50 75 100	RQD (%) 25 50 75 100
0.2 290.7		**TOPSOIL** Dark brown, silty topsoil, trace to some sand, trace rootlets, moist.		1		SS	0					
		SAND Brown silty sand, trace fine gravel, moist. -Becoming fine sand and saturated below about 0.76 m -Changing to a fine to medium sand below about 0.9 m.		2		SS	23					
1												
				3		SS	21					
2												
2.1 288.7		**GNEISSIC BEDROCK** Grey to black metamorphic bedrock, some quartzite and biotite with garnet mineralization, massive.		4		HQ			100			
				5		HQ			100			
3				6		HQ			100			
4.1 286.8	4	Borehole terminated at 4.06 m in Gniessic Bedrock.										

Printed: Jan 15, 16
File Location:

AECOM

BOREHOLE LOG	PROJECT: 60336434	BOREHOLE: BH11 1 of 1
Subsurface Investigation Croft Landfill Client: Township of Magnetawan	Northing: N/A Easting: N/A Methodology: Auger/Coring Contractor: pontil drilling	DATE: June 24, 2015 LOGGED BY JNB GROUND ELEV 290.74 m ASL

DEPTH (m) (mASL)	STRATIGRAPHY	STRATIGRAPHIC DESCRIPTION	MONITOR DETAILS & NUMBER	SAMPLE NUMBER	INTERVAL	TYPE	N VALUE	% WATER	% REC	% RQD	RECOVERY (%) 25 50 75 100	RQD (%) 25 50 75 100
		GNEISSIC BEDROCK Grey to black metamorphic bedrock, some quartzite and biotite with garnet mineralization, massive.		1		HQ			100			
1				2		HQ			100			
2												
3				3		HQ			100			
4												
4.4 286.4		Borehole terminated at 4.39 m in Gniessic Bedrock.										

Printed: Jan 15, 16
File Location:

AECOM

Log of Borehole: BH12

Project #: 225335.005 **Logged By:** TG

Project: Groundwater Monitoring Well Installation

Client: The Corporation of the Municipality of Magnetawan

Location: Croft Waste Disposal Site, Magnetawan, Ontario

Drill Date: April 21, 2020 **Sheet:** 1 of 1

SUBSURFACE PROFILE					SAMPLE			
Depth (ft / m)	Symbol	Description	Elevation (m)	Monitoring Well Details	Recovery (%)	Sample ID	Soil Vapour Concentration (ppm) CGI/PID	Laboratory Analysis
0 ft / 0 m		Ground Surface	0.00					
		Gneissic Bedrock Grey to black metamorphic bedrock, some quartzite and biotite with garnet mineral, ization, massive		Riser, Bentonite, Silica Sand, Screen	100	RC1		
					100	RC2		
					100	RC3		
					100	RC4		
20 ft / 6 m		End of Borehole	-6.10					

Contractor: Marathon Underground Constructors Corporation **Grade Elevation:** 288.896 mREL

Drilling Method: HQ Diamond Core Bit **Top of Casing Elevation:** 289.866 mREL

Well Casing Size: 5.08 cm **UTM Coordinates:** 17T 593608mE 5058582 mN

Log of Borehole: BH13

Project #: 225335.005 **Logged By:** TG

Project: Groundwater Monitoring Well Installation

Client: The Corporation of the Municipality of Magnetawan

Location: Croft Waste Disposal Site, Magnetawan, Ontario

Drill Date: April 22, 2020 **Sheet:** 1 of 1

SUBSURFACE PROFILE					SAMPLE			
Depth (ft / m)	Symbol	Description	Elevation (m)	Monitoring Well Details	Recovery (%)	Sample ID	Soil Vapour Concentration (ppm) CGI/PID	Laboratory Analysis
		Ground Surface	0.00					
		Gneissic Bedrock Grey to black metamorphic bedrock, some quartzite and biotite with garnet mineralization, massive		Riser; Bentonite; Silica Sand; Screen	100	RC1		
					100	RC2		
					100	RC3		
			-6.10		100	RC4		
		End of Borehole						

Contractor: Marathon Underground Constructors Corporation **Grade Elevation:** 290.821 mREL

Drilling Method: HQ Diamond Core Bit **Top of Casing Elevation:** 291.566 mREL

Well Casing Size: 5.08 cm **UTM Coordinates:** 17T 593714 mE 5058508 mN

Log of Borehole: BH14

Project #: 225335.005 **Logged By:** TG

Project: Groundwater Monitoring Well Installation

Client: The Corporation of the Municipality of Magnetawan

Location: Croft Waste Disposal Site, Magnetawan, Ontario

Drill Date: April 22, 2020 **Sheet:** 1 of 1

SUBSURFACE PROFILE					SAMPLE			
Depth (ft / m)	Symbol	Description	Elevation (m)	Monitoring Well Details	Recovery (%)	Sample ID	Soil Vapour Concentration (ppm) CGI/PID	Laboratory Analysis
0 ft / 0 m		Ground Surface	0.00					
		Gneissic Bedrock Grey to black metamorphic bedrock, some quartzite and biotite with garnet mineral. ization, massive		Riser, Bentonite, Silica Sand, Screen	100	RC1		
					100	RC2		
					100	RC3		
					100	RC4		
20 ft / 6 m		End of Borehole	-6.10					

Contractor: Marathon Underground Constructors Corporation

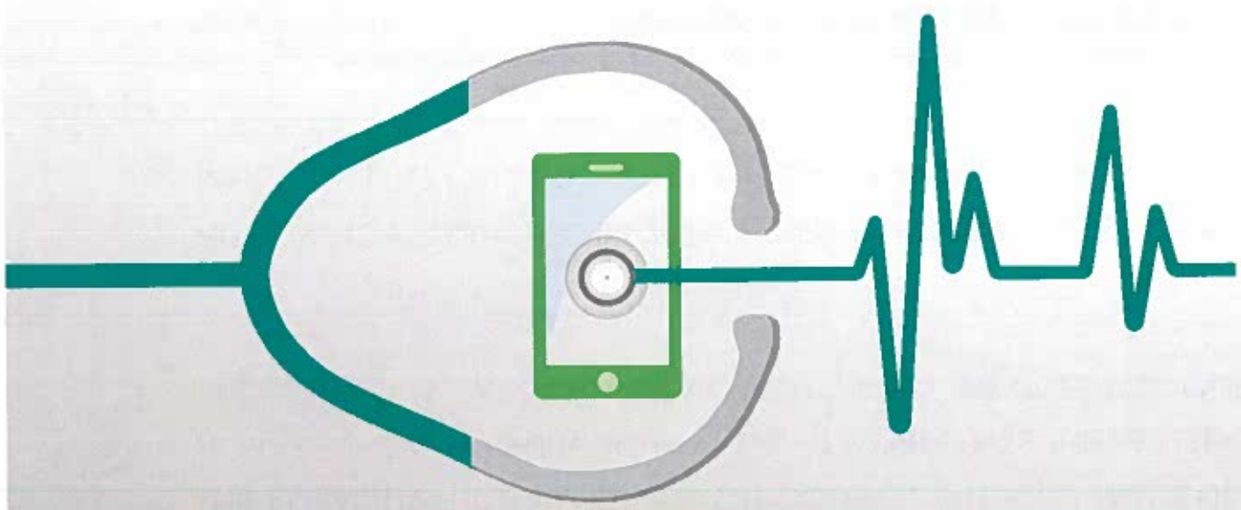
Drilling Method: HQ Diamond Core Bit

Well Casing Size: 5.08 cm

Grade Elevation: 289.416 mREL

Top of Casing Elevation: 290.259 mREL

UTM Coordinates: 17T 593733 mE 5058558 mN



Update from Almaguin Highlands Health Council

01-Dec-2022

Background for New AHHC Members

WORKING TO IMPROVE HEALTH CARE & WELLNESS IN THE ALMAGUIN HIGHLANDS

WHO WE ARE

- THE ALMAGUIN HIGHLANDS HEALTH COUNCIL (AHHC) IS MADE UP OF MUNICIPAL REPRESENTATIVES FROM ACROSS THE ALMAGUIN HIGHLANDS. IT REPRESENTS THE HEALTHCARE INTERESTS OF THE REGION AND HAS WORKED TO OBTAIN AND RETAIN HEALTHCARE SERVICES FOR OUR AREA.

- AHHC WAS ESTABLISHED IN 2011 WHEN MUSKOKA ALGONQUIN HEALTH CARE ANNOUNCED THE END OF MOST HEALTHCARE SERVICES AT THE BURK'S FALLS LOCATION (FORMER BURK'S FALLS HOSPITAL).

- FUNDAMENTALLY, THE GROUP WAS FORMED TO HELP PROTECT QUALITY HEALTHCARE SERVICES ACROSS THE ALMAGUIN HIGHLANDS REGION FOLLOWING A PERIOD OF STEADY CUTS TO SERVICES IN OUR AREA.

- WE RECENTLY "RE-BRANDED" FROM THE ALMAGUIN HIGHLANDS HEALTH CENTRE COMMITTEE TO THE ALMAGUIN HIGHLANDS HEALTH COUNCIL (AHHC)

ALMAGUIN HIGHLANDS HEALTH COUNCIL

MUNICIPAL MEMBERS

- TOWNSHIP OF ARMOUR
- TOWNSHIP OF STRONG
- VILLAGE OF BURK'S FALLS
- MUNICIPALITY OF MAGNETAWAN
- VILLAGE OF SUNDRIDGE
- TOWNSHIP OF MCMURRICH/MONTEITH
- TOWNSHIP OF PERRY
- TOWN OF KEARNEY
- TOWNSHIP OF RYERSON
- TOWNSHIP OF JOLY
- HEALTH CENTRE ADMINISTRATOR: CAMILLE BARR
- MANY OF OUR MEMBERS ALSO WORK WITH OTHER HEALTH ORGANIZATIONS AND COMMITTEES TO ENSURE THE REGION REMAINS COVERED AND ALWAYS CONSULTED.

ALMAGUIN HIGHLANDS HEALTHCARE TIMELINES

2009

Budget Cuts Impact the Almaguin Highlands

Healthcare services in Burk's Falls drastically reduced by MAHC

2011

Mobilization

Initially directed to North Simcoe – Muskoka LHIN, then later directed to NorthEast LHIN; AHHC not-for-profit org formed; healthcare provider forums held; public engagement

2012

Business Plan

Initial Business Plan, supporting a Community Health Centre approach, finalized; web site developed

2014

Services Added / Retained

Wheelchair van transportation (East Parry Sound Community Services) added; lab / x-ray services confirmed (MAHC); Burk's Falls retained building ownership; building upgrades completed

2017

Services Added / Retained

Ontario Telemedicine (OTN) services upgraded

2018

Membership Updates

AHHC membership updated as result of elections; additional OTN funding from municipalities

2019

Renewed Focus

Refocused AHHC on 4 "pillars"; started development of Almaguin OHT application; area 'missed' in OHT announcements; physician re-engagement; physician recruitment (NOSM)

2020

Services Added

COVID Assessment Centre; continued to document healthcare needs

2021

MAOHT Steering Committee

Joined Muskoka&Area OHT (along with physicians from BF and Sundridge) as Supporting Partner. Members of Collaborative Steering Committee, Health Human Resources Working Group, Digital Working Group

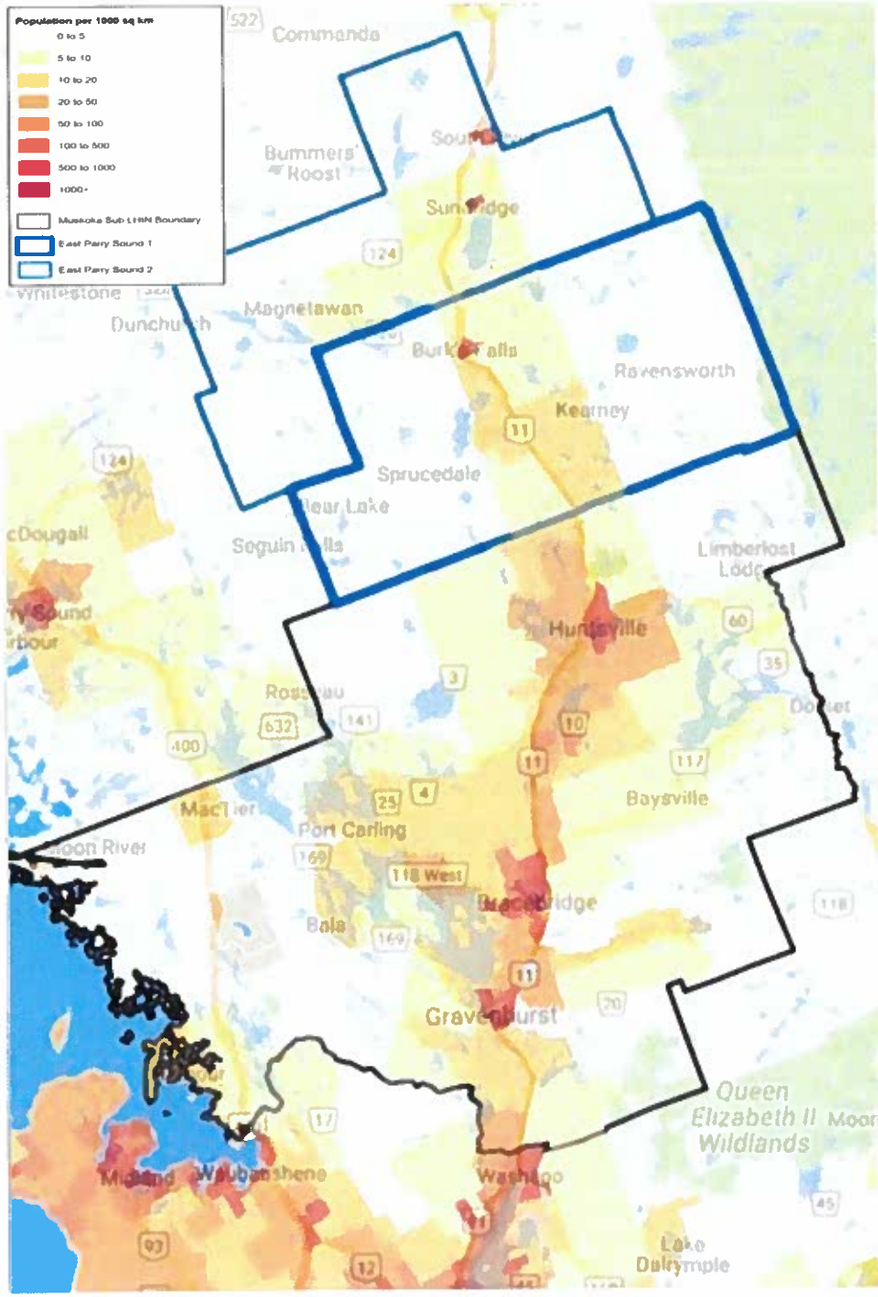
...throughout this timeline we have had to fight to keep existing services, not just try to add new ones...

WHAT ARE ONTARIO HEALTH TEAMS?

ONTARIO HEALTH TEAMS ARE GROUPS OF PROVIDERS AND ORGANIZATIONS THAT ARE CLINICALLY AND FISCALLY ACCOUNTABLE FOR DELIVERING A FULL AND COORDINATED CONTINUUM OF CARE TO A DEFINED GEOGRAPHIC POPULATION.

- **AT MATURE STATE,** EACH ONTARIO HEALTH TEAM WILL:
  1. PROVIDE A FULL AND COORDINATED CONTINUUM OF CARE FOR A DEFINED POPULATION WITHIN A GEOGRAPHIC REGION;
  2. OFFER PATIENTS 24/7 ACCESS TO COORDINATION OF CARE AND SYSTEM NAVIGATION SERVICES AND WORK TO ENSURE PATIENTS EXPERIENCE SEAMLESS TRANSITIONS THROUGHOUT THEIR CARE JOURNEY;
  3. IMPROVE PERFORMANCE ACROSS A RANGE OF OUTCOMES LINKED TO THE QUADRUPLE AIM:
     - I. BETTER PATIENT AND POPULATION OUTCOMES
     - II. BETTER PATIENT, FAMILY AND CAREGIVER EXPERIENCE
     - III. BETTER PROVIDER EXPERIENCE
     - IV. BETTER VALUE
  4. BE MEASURED AND REPORTED AGAINST A STANDARDIZED PERFORMANCE FRAMEWORK ALIGNED TO THE QUADRUPLE AIM;
  5. OPERATE WITHIN A SINGLE, CLEAR ACCOUNTABILITY FRAMEWORK;
  6. BE FUNDED THROUGH AN INTEGRATED FUNDING ENVELOPE;
  7. REINVEST IN FRONT LINE CARE; AND
  8. TAKE A DIGITAL FIRST APPROACH, IN ALIGNMENT WITH PROVINCIAL DIGITAL HEALTH POLICIES AND STANDARDS.

Muskoka and Area OHT is well-advanced in their development, as much as 2 years ahead of some of the other provincial OHT's…



WHO DOES THE MAOHT SERVE?

- OVER 60,000 PERMANENT RESIDENTS, OVER 80,000 SEASONAL RESIDENTS AND OVER 2 MILLION ANNUAL VISITORS
- MINISTRY ATTRIBUTED POPULATION – 64,445
- MUSKOKA AND AREA ONTARIO HEALTH TEAM SERVICES A BROAD AND DISPERSED GEOGRAPHY (OVER 5000 SQUARE KILOMETERS).

MAOHT OPERATING PRINCIPLES

THE MAOHT WILL BE ***PERSON(PATIENT)-CENTRED*** IN DESIGN AND DELIVERY.

1. PATIENTS/CLIENTS, FAMILY AND CAREGIVERS ARE EQUAL PARTNERS IN THE DESIGN OF LOCAL HEALTH CARE.
2. SERVICES WRAP AROUND CLIENTS.
3. PROVIDERS ARE ENABLED TO FUNCTION AS "ONE TEAM".

THE MAOHT WILL ***SUPPORT TRANSITIONS.***

1. ENABLE SEAMLESS INFORMATION (WITH PATIENT/CLIENT CONSENT) SHARING ACROSS PROVIDERS, SECTORS AND GEOGRAPHIES.
2. ENABLE ACCESS TO INFORMATION THAT FOLLOWS AND SUPPORTS PATIENT/CLIENT CARE.
3. ANCHOR THE SYSTEM IN PRIMARY CARE TO MAXIMIZE CONTINUITY OF CARE.

THE MAOHT WILL ***BE ACCESSIBLE.***

1. OFFER 24/7 CARE COORDINATION FOR THOSE MOST IN NEED.
2. WORK TOWARD OFFERING A FULL CONTINUUM OF CARE WITH FORMALIZED LINKAGES TO REGIONAL AND PROVINCIAL RESOURCES.

THE MAOHT WILL MOBILIZE ***TECHNOLOGY*** AND INNOVATION.

1. LEVERAGE DIGITAL HEALTH ASSETS AND VIRTUAL CARE DELIVERY.
2. USE DATA TO DRIVE DECISIONS INCLUDING POPULATION HEALTH AND QUALITY SYSTEM PERFORMANCE DATA.

THE MAOHT WILL BE TRANSPARENT AND ***ACCOUNTABLE.***

1. ESTABLISH A SINGLE COLLABORATIVE GOVERNANCE STRUCTURE WITH A SHARED POOL OF FUNDS AND COLLECTIVE ACCOUNTABILITY FOR FUNDING AND HEALTH CARE OUTCOMES.

ALMAGUIN HIGHLANDS HEALTH COUNCIL – KEY AREAS OF FOCUS & PROGRESS "THE 4 PILLARS"

- THIS SUMMARY PROVIDES THE INFORMATION RELATED TO THE KEY AREAS OF FOCUS AND PROGRESS AS OUTLINED IN JUNE 2019 FOR THE ALMAGUIN HIGHLANDS HEALTH COUNCIL…

Ontario Health Team Partnership	High-Speed Internet Throughout Almaguin Highlands	Attract & Retain Healthcare Professionals	Coordinate Healthcare Services to Serve Entire Region
Document and communicate the specific healthcare needs of the entire Almaguin Highlands in order to create our vision of people-centred care within our own community. Establish and maintain partnership with OHT which aligns with and supports our vision.	Ensure that high-speed internet, a key component in the future of healthcare delivery, is available to every resident of the Almaguin Highlands. The goal is to help level the playing field and ensure our residents can access existing and future digital healthcare options.	Ensure excellent healthcare to our region through continuous efforts to both attract new professionals and retain the ones we have. The goal is to build an exceptional team of healthcare professionals, working together across the region.	Advocate for new and expanded healthcare services and help influence decisions which protect our region. Continually partner with our healthcare providers in support of the specific healthcare needs of our community.

Muskoka and Area OHT (MAOHT) objectives align nicely with those of AHHC…

AHH Council – Key Areas of Focus & Progress- November 2022

This summary provides the information related to the key areas of Focus and Progress as outlined in June 2019 for the Almaguin Highlands Health Council…

Ontario Health Team Partnership	High-Speed Internet Throughout Almaguin Highlands	Attract & Retain Healthcare Professionals	Coordinate Healthcare Services to Serve Entire Region
Document and communicate the specific healthcare needs of the entire Almaguin Highlands in order to create our vision of people-centred care within our own community. Establish and maintain partnership with OHT which aligns with and supports our vision.	Ensure that high-speed internet, a key component in the future of healthcare delivery, is available to every resident of the Almaguin Highlands. The goal is to help level the playing field and ensure our residents can access existing and future digital healthcare options.	Ensure excellent healthcare to our region through continuous efforts to both attract new professionals and retain the ones we have. The goal is to build an exceptional team of healthcare professionals, working together across the region.	Advocate for new and expanded healthcare services and help influence decisions which protect our region. Continually partner with our healthcare providers in support of the specific healthcare needs of our community.

Progress: Items in red and bolded below are new this month…

- AHHC participation in MAOHT Digital Working Group (on-going)
- AHHC participation in MAOHT Collaboration Steering Committee (on-going)
- AHHC now part of MAOHT Health Human Resources Working Group (on-going)

- High-speed build-out by Bell announced for portions of Almaguin region August 2022 (details TBD)

- **Confirmed additional AHHC funding to assist with OTN / BFFHT renovations**
- **Request for funding assistance for MAOHT recruitment under way**
- Physician-candidate enrollment at NOSM increased for 2022 (announced March 2022)

- Discussions held with MAHC Board chair, vice-chair and CEO regarding hospital "local share" funding
- **MAHC CEO to provide quarterly hospital updates to AHHC (tentative first meeting January 2023)**
- **Received confirmation from participating Almaguin municipalities for AHHC – next term of Council**

SOME HIGHLIGHTS FROM PAST YEAR

Completed
May 2021

- ✓ Discussions & presentations with municipal councils
- ✓ Discussions and participation with MAOHT
- ✓ On-going collaboration with Sundridge Medical Committee, Burk's Falls FHT

Completed
June 2021

- ✓ AHHC resolution passed supporting MAOHT partnership
- ✓ Agreement signed by Sundridge & District Medical Committee supporting Sundridge physician partnership with MAOHT
- ✓ AHHC becomes 'supporting partner' with MAOHT

Completed
July 2021

- ✓ AHHC joins MAOHT Collaboration Steering
- ✓ AHHC joins Patient Family Caregiver strategic committee
- ✓ AHHC joins Digital Working Group

Completed
Sept 2021

- ✓ Sundridge onboarding e-Referral, on-line appointment, patient messaging systems
- ✓ MAOHT assisting Sundridge with resources

Completed
Feb 2022

- ✓ BFFHT onboarding e-Referral, on-line appointment, patient messaging systems
- ✓ CCFHT and AFHT opened virtual / in-person programs to BFFHT patients

Update from Almaguin Highlands Health Council

07-Feb-2023

Approach to MAHC Hospital Build "Local Share" Commitments

Rod Ward – Chair, AHHC

Almaguin
Embrace our nature

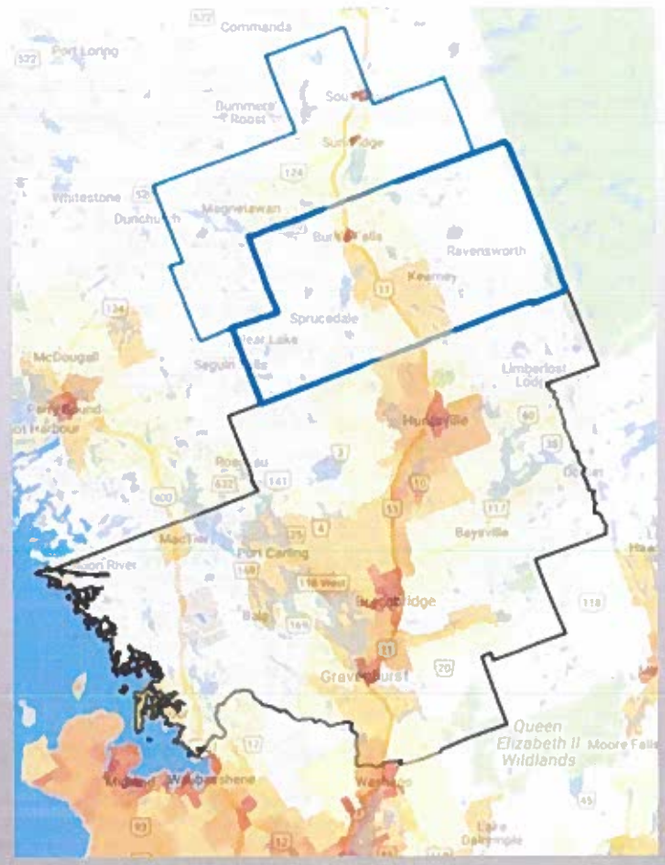
Preliminary: For Discussion Purposes Only

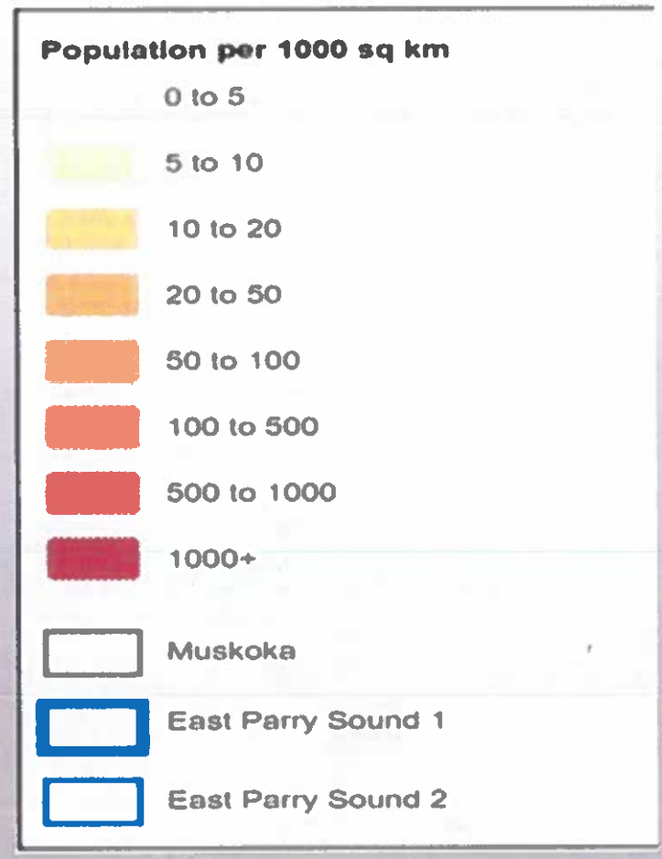
Background and Preamble…

- Muskoka Algonquin Health Care (MAHC) requires immediate input from all funding partners (hospital foundations, MAHC hospital, municipalities within 'catchment') with respect to the Local Share…
- We need to start somewhere…
- There is still a great deal of work to do and discussion to have…
- We need to make some assumptions in order for discussions to move forward…

Preliminary: For Discussion Purposes Only

Focus geographic area for MAHC hospital builds

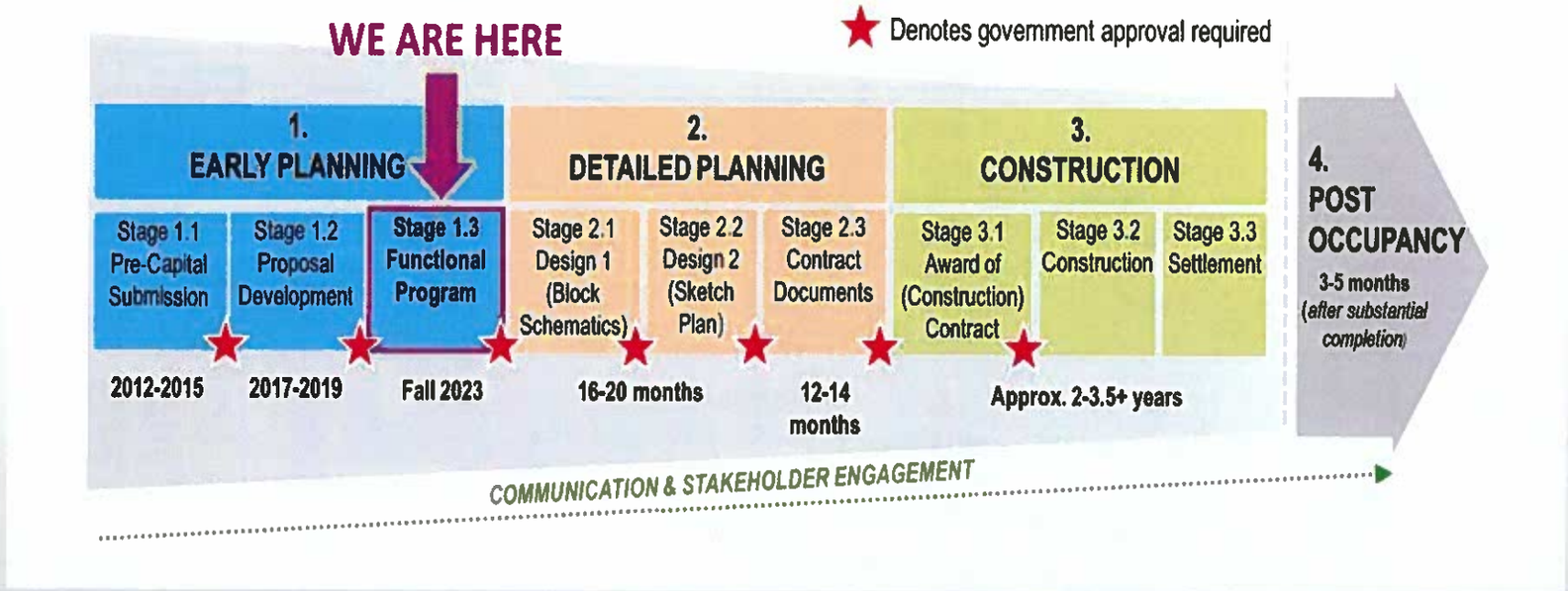




- Over 70,000 permanent residents, over 80,000 seasonal residents and over 2 million annual visitors
- Area services a broad and dispersed geography (over 5000 square kilometers).
- Recognize that municipalities on the outer 'borders' likely receive hospital services from multiple hospital locations (MAHC, NORTH BAY, WEST PARRY SOUND, ORILLIA)

Preliminary: For Discussion Purposes Only

Muskoka Algonquin Health Care (MAHC) Hospital Builds (Huntsville / Bracebridge) – Impact of Local Share



- Local Share costs are mandated by provincial legislation
- Local community is required to cover 10% of capital building costs + 100% equipment costs
- Local Share was estimated to be $129-m at project outset in 2019
- Projected Local Share at project completion is now estimated to be $225-m
- Two hospital foundations, MAHC and municipalities are part of local share discussion
- Formula and estimates have yet to be determined
- AHHC has seat at the 'local share' table on behalf of Almaguin municipalities

Preliminary: For Discussion Purposes Only

Updated Project Cost Projections

March 2019 Assumptions

- Project Cost: $561M
- Local Share: $129M

2019 Project in September 2022 dollars

- Project Cost: $722M
- Local Share: $165M

2019 Project Fall 2027 RFP

- *Potential* Project Cost: $967M *
- *Potential* Local Share: $225M

* **Final costs are unknown and will evolve through the planning process**

Preliminary: For Discussion Purposes Only

Impacts to the Almaguin Highlands: *What we know…*

If we want our community to support the hospital builds we are obligated to contribute to Local Share…

MAHC has requested **preliminary contribution numbers by end of day February 15, 2023**…

Our actual financial contribution is not expected in the short term – build must be 'substantially completed' before any funds change hands…

AHHC has already indicated to MAHC that we wish to see healthcare services in the Almaguin Highlands community as part of the project…

Preliminary: For Discussion Purposes Only

Current assumptions…

The **upper limit** total Local Share is assumed to be **$225-million** – there is no expectation that this number can continue to grow.

Almaguin Highlands (AHHC) has stated an assumption that the hospital **Foundations** will account for **30%* of Local Share** (~$67.5-m).

Almaguin Highlands (AHHC) has stated an assumption that **Muskoka Algonquin Healthcare (MAHC)** will cover **20%* of Local Share** (~$45-m).

This leaves **50%* (~$112.5-m)** to be covered by **all municipalities** in the catchment area.

Financing assumed to be over longer term **(10-15 years)** with funds set aside in **reserves** by each municipality each year.

No funds to be handed over to MAHC until the build is **"substantially complete".**

Based on **Assessment Numbers (from 2021)** the total 'municipal' share for the **Almaguin Highlands** region is about **10.9%** (or about **$12-million**), based on above assumptions.

* Note: These percentage assumptions are based on other Ontario hospital builds in the last 3 years.

Preliminary: For Discussion Purposes Only

Further assumptions…

It is assumed that areas receiving largest economic benefit (Huntsville/Bracebridge) will contribute "more than average".

It is assumed that areas on the 'outer reaches' of the catchment area will contribute "less than average" (under the further assumption that they already contribute to healthcare projects to the north, west and/or south).

It is assumed that all 12 municipalities in the Almaguin Highlands part of the catchment area will contribute <u>something</u>.

It is assumed that there is no perfect approach to determining the share for each municipality. Compromise is required.

We have not yet had enough time to investigate other potential avenues for funding, such as grants, fund-raising initiatives, etc..

Preliminary: For Discussion Purposes Only

Options for Almaguin Highlands

Option	Potential Pros / Benefits	Potential Cons / Risks
Do nothing…	• Minimal time / effort	• Local share for Almaguin municipalities will be driven by other groups / areas / government bodies • We will have zero influence on how or where healthcare dollars are spent • We will still face a cost to our taxpayers (i.e. the local share doesn't 'go away') • Risks loss of MAHC services provided in Almaguin today (which impacts Almaguin citizens and primary care providers in Burk's Falls / Sundridge)
Each municipality approaches funding separately and "does what they can"	• Based on individual municipal budgets • Potentially minimizes local taxpayer impact	• Removes leverage for potential future healthcare services in Almaguin • Likely falls short of Local Share requirements • Divides the region • Does not guarantee that there won't be further contribution requests down the road • Risks loss of MAHC services provided in Almaguin today (which impacts Almaguin citizens and primary care providers in Burk's Falls / Sundridge)
Approach the issue Almaguin-wide and determine a best-fit which serves the area, the needs of Local Share, and the needs of residents. 12 Almaguin municipalities for $12-m in 12 years. "12 for 12 in 12"	• Provides commitment to hospital builds • Allows for funding of additional healthcare services in Almaguin, for Almaguin • Provides strength of an 'all-region' approach • Supports our residents, our current healthcare providers, future development and growth • Still allows for negotiation within Almaguin to account for special circumstances	• Requires a near-term 'soft' commitment for long-term funding • Still requires negotiation within Almaguin

Preliminary: For Discussion Purposes Only

Recommended approach – 12 for 12 in 12

Recommended Step	Specifics	How established
Establish baseline percentages, based on 2021 Assessments	Estimates substantially complete for Almaguin Highlands purposes. The "formula", however, has not been established by the Local Share committee.	Via resolution with the full Local Share committee for MAHC.
Determine per-year, per-municipality requirement over 12 year period – 12 municipalities reserving a total of $12-m over a 12 year period	Estimates substantially complete, based on Almaguin Highlands assessment numbers.	Via individual municipal council resolution.
Commit (via resolution) 80% of funds toward the MAHC builds	Total ~$9.5-million committed to MAHC hospital builds as part of Phase 1.3 requirements of hospital build. See detail slides.	Via individual municipal council resolution
Commit (via resolution) remaining 20% of funds to healthcare services in the Almaguin Highlands (future needs)	Remaining ~$2.5-million committed to future healthcare services in the Almaguin Highlands…could include any service benefitting the region and could still be transferred to the MAHC build, if desired, at later date. See detail slides.	Via individual municipal council resolution

Target $12-million for 12 municipalities in 12 years…

Preliminary: For Discussion Purposes Only

Muskoka and Area Assessment and Cost Sharing Breakdowns – No Adjustments

Municipality	2021 Total Assessment	Percentage of Overall	Municipal Share	Almaguin Share
Township of Muskoka Lakes	$ 10,272,422,309.00	34.47%	$ 38,778,750.00	
Township of Lake of Bays	$ 3,236,108,027.00	10.86%	$ 12,217,500.00	
Town of Huntsville	$ 4,274,289,337.00	14.34%	$ 16,132,500.00	
Town of Bracebridge	$ 3,422,018,877.00	11.48%	$ 12,915,000.00	
Town of Gravenhurst	$ 3,621,765,727.00	12.15%	$ 13,668,750.00	
Township of Algonquin Highlands	$ 1,719,587,527.00	5.77%	$ 6,491,250.00	
Township of Armour	$ 377,699,218.00	1.27%	$ 1,428,750.00	
Village of Burk's Falls	$ 81,953,600.00	0.27%	$ 303,750.00	
Township of Ryerson	$ 191,791,700.00	0.64%	$ 720,000.00	
Township of McMurrich/Monteith	$ 230,998,900.00	0.78%	$ 877,500.00	
Township of Perry	$ 482,164,500.00	1.62%	$ 1,822,500.00	
Municipality of Magnetawan	$ 711,934,009.00	2.39%	$ 2,688,750.00	
Township of Strong	$ 298,402,100.00	1.00%	$ 1,125,000.00	
Village of Sundridge	$ 106,024,400.00	0.36%	$ 405,000.00	
Village of South River	$ 71,525,700.00	0.24%	$ 270,000.00	
Township of Machar	$ 262,725,000.00	0.88%	$ 990,000.00	
Township of Joly	$ 61,786,900.00	0.21%	$ 236,250.00	
Town of Kearney	$ 379,068,309.00	1.27%	$ 1,428,750.00	
TOTAL ALMAGUIN PORTION		10.93%		10.93%
				$ 12,296,250.00
	$ 29,802,266,140.00	100.00%	$ 112,500,000.00	
	TOTAL LOCAL SHARE		$ 225,000,000.00	

Assumptions:

30% of $225-m local share - Foundations
20% of $225-m local share - MAHC
50% of $225-m local share - Municipalities

Preliminary: For Discussion Purposes Only

Muskoka and Area Assessment and Cost Sharing Breakdowns – Almaguin Highlands Focus

Municipality	Percentage of Overall	Municipal Share	Almaguin Share	MAHC Share (80%)	*Per Year	Almaguin "Holding" (20%)	*Per Year	*Total Per Year Reserves
Township of Armour	1.27%	$ 1,428,750.00		$ 1,143,000.00	$ 95,250.00	$ 285,750.00	$ 23,812.50	$ 119,062.50
Village of Burk's Falls	0.27%	$ 303,750.00		$ 243,000.00	$ 20,250.00	$ 60,750.00	$ 5,062.50	$ 25,312.50
Township of Ryerson	0.64%	$ 720,000.00		$ 576,000.00	$ 48,000.00	$ 144,000.00	$ 12,000.00	$ 60,000.00
Township of McMurrich/Monteith	0.78%	$ 877,500.00		$ 702,000.00	$ 58,500.00	$ 175,500.00	$ 14,625.00	$ 73,125.00
Township of Perry	1.62%	$ 1,822,500.00		$ 1,458,000.00	$ 121,500.00	$ 364,500.00	$ 30,375.00	$ 151,875.00
Municipality of Magnetawan	2.39%	$ 2,688,750.00		$ 2,151,000.00	$ 179,250.00	$ 537,750.00	$ 44,812.50	$ 224,062.50
Township of Strong	1.00%	$ 1,125,000.00		$ 900,000.00	$ 75,000.00	$ 225,000.00	$ 18,750.00	$ 93,750.00
Village of Sundridge	0.36%	$ 405,000.00		$ 324,000.00	$ 27,000.00	$ 81,000.00	$ 6,750.00	$ 33,750.00
Village of South River	0.24%	$ 270,000.00		$ 216,000.00	$ 18,000.00	$ 54,000.00	$ 4,500.00	$ 22,500.00
Township of Machar	0.88%	$ 990,000.00		$ 792,000.00	$ 66,000.00	$ 198,000.00	$ 16,500.00	$ 82,500.00
Township of Joly	0.21%	$ 236,250.00		$ 189,000.00	$ 15,750.00	$ 47,250.00	$ 3,937.50	$ 19,687.50
Town of Kearney	1.27%	$ 1,428,750.00		$ 1,143,000.00	$ 95,250.00	$ 285,750.00	$ 23,812.50	$ 119,062.50
TOTAL ALMAGUIN PORTION	10.93%		10.93%					
			$ 12,296,250.00	$ 9,837,000.00		$ 2,459,250.00		
TOTAL MUNICIPAL CONTRIBUTION (ALL)	100.00%	$ 112,500,000.00						

* Assumes 12-year investment period

12 For 12 in12 ...

Preliminary: For Discussion Purposes Only

$12-m for 12 municipalities in 12 years…

- **The good news…**
  - We consider these numbers to be the "worst case scenario"…
  - There are groups lobbying for changes to the Local Share – 'urban versus rural' realities…
  - We have an extended period to raise funds…
  - Any funds raised will directly benefit healthcare in the Almaguin Highlands…
  - Funds will be raised by combination of hospital Foundations, MAHC, all municipalities, individual fund-raising efforts, private donations, business donations…
  - **For all of us, it represents a commitment to healthcare in our region.**

Overall Local Share = $225-million

Funder	Projected Total	Percentage
Hospital Foundations *	$67.5-m	30%
MAHC *	$45-m	20%
Municipal Share *	$112.5-m	50%
Almaguin Highlands Share **	**$9.5-m**	**4.22%**

Almaguin
Embrace our nature

*Based on previously listed assumptions
**Based on 12-year fund-raising goal; $9.5-m to Local Share; $2.5-m to Almaguin healthcare directly

Municipality of
Magnetawan

COUNCIL DEPUTATION REQUEST

Any written submissions and background information for consideration by Council must be submitted to the Clerk's office at least 7 (seven) days prior to the set meeting date.

PLEASE PRINT

COUNCIL DATE REQUESTED: February 15 (subject to availability)

SUBJECT: Magnetawan Daycare Centre Project

NAME: Meagan Fincham

ADDRESS: _____

PHONE: HOME: 705-783-8612 BUSINESS: _____

EMAIL ADDRESS: magnetawan.daycare@gmail.com

NAME OF GROUP OR PERSON(S) BEING REPRESENTED: (if applicable)

_____

BRIEF STATEMENT OF ISSUE OR PURPOSE OF DEPUTATION (you may attach additional information)

A proposal to rent the Ahmic Harbour Community Centre to use for a daycare Centre. A 1 or 2 year lease starting early summer 2023.

Personal information on this form will be used for the purposes of sending correspondence relating to matters before Council. Your name, address, comments, and any other personal information, is collected and maintained for the purpose of creating a record that is available to the general public in a hard copy format and on the internet in an electronic format pursuant to Section 27 of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M.56, as amended. Questions about this collection should be directed to the Clerk's office at clerk@magnetawan.com or 705 387 3947

Submission of this form does not automatically guarantee you will be granted a deputation. The Clerk will notify you of the date and time for your deputation.

Municipality of Magnetawan

Community Centre Board RESOLUTION No. 2023- 04 February 2nd **2023**

Moved by: [illegible]

Seconded by: Brad Knellar

BE IT RESOLVED THAT the Magnetawan Community Centre Board agrees inprincipal with Meagan Fincham's proposal Community Based Proposal to Address the Magnetawan childcare and respectfully recommends to Council allowing the use of the Annic Harbour Community Centre + Magnetawan Fire station #2 at a reduced rate.

Carried ✓ Defeated____ Deferred____ [illegible]
Chair,

Declaration of Pecuniary Interest by: _____

Community Based Proposal To Address the Magnetawan Childcare Crisis

Magnetawan has seen its share of economic challenges. The tragic fire of the Magnetawan Inn and General Store destroyed a key local employer and meeting place for the town. Due to the resilience of many local leaders, an organic renewal project emerged. These local leaders developed a strong group of funders to identify a new location, with a suitable building to renovate and recreate the services offered by the restaurant and adjacent general store. These local leaders were able to turn a challenge into a new opportunity - like a phoenix rising from the ashes!

Again, after a long fight to preserve the Magnetawan Central School, due to low enrolment, it is now at full capacity. This is, in thanks, to the influx of young families and an overall rise in the number of people choosing to make their home in Magnetawan.

Since 2016 Magnetawan's population has grown by 26%. Included in this number is 105 new families. Continued growth and age diversity must continue for Magnetawan to remain economically sustainable in the long term.

Magnetawan now faces a new challenge.The increasing cost of buying and maintaining a home in our area often requires two incomes. This means that young families require child care services of which presently, there is a dire lack of.

The international Organization for Economic Cooperation and Development (known as the OECD) has identified Child care services as a key to:

* retaining local business and securing new investments
* supporting a stable workforce to draw from
* ensuring key infrastructures, like the Magnetawan Central School, remain in place
* supporting construction and affordable housing.
* supporting local shops and restaurants
* allowing women to choose to enter or remain in the workforce to support their families financially

Clearly, child care services is not just a social issue, it is a key economic foundation to sustain the community. It's about community betterment and preservation. Without it local families will move to where such services exist. This has already started with a local family choosing to send their kids to Whitestone Lake Public School rather than Magnetawan Central, as they have an after-school program.

The good news is that Meagan Fincham (see attached bio) has worked hard to create 6 childcare seats in her agency-approved in-home daycare. A survey done over the winter asked local families about their interest in sending their children to a daycare centre in Magnetawan. The survey results showed that we would expect 20 daycare children and 8 after-school children in the program.

To address this need, Meagan reached out to form a broader coalition of key local players:

* Near North School Board
* Ontario Ministry of Education
* Municipality of Magnetawan
* Magnetawan Lion's Club
* Canadore College ECE Placement Program

With these supports the following plan will take place:

1. Have a site approved and licensed by the Ontario Ministry of Education
2. Start an official early-registration and waitlist
3. Hire staff with the Canadore ECE program partnership
4. Set bus route for after-school program with the Near North District School Board
5. Fundraise to off-set costs of staff, food, and rent
6. Confirm enrolment and start program as soon as possible

Like the organic community lead response to the loss of the Magnetawan Inn and General Store, Meagan is leading the charge to foster partnerships to address this urgent need. Organically led community solutions have often been shown to have more long lasting outcomes because there is a stronger commitment to its success and they are tailored to local needs!

The proposed new model for child care delivery reflects the values of the community and its needs by keeping community resources in the community.

The proposed model is innovative and uses tools that reflect a community based non-profit solution - a Public Benefit Corporation! A Public Benefit Corporation (PBC) is a new form of hybrid, non-profit corporation which came into effect in Ontario in late 2021. The development of the PBC is corporate law intersecting with social, environmental, economic, cultural and global forces. A PBC is intended to produce public benefits and to operate in a responsible and sustainable manner. "Public benefit" means a positive effect (or a reduction of negative effects) on one or more categories of persons, entities, communities or interests (other than stockholders in their capacities as stockholders).

Traditionally, there have been for-profit share capital, and not-for-profit non-share, companies. For-profit companies have evolved to have few limitations placed on their purposes other than it has to be legal. Non-profit companies, including charities, are the traditional corporate form utilized to do good.

Tradtionally, non-profits and charities are restricted in their ability to make a profit and are thereby hampered in their efforts to become financially sustainable. A non-profit PBC is a promise to use the profits earned to advance the business. In the case of the daycare, it ensures the profits go towards the best care possible for our kids.

PBC's have to follow strict rules in Ontario. They have to make sure that:

- at least 2/3 of the directors are not employees
- that if the nonprofit dissolves the assets will only be distributed to a PBC with similar goals, a government, a government agency, or a municipality
- the rules for financial audits and financial reviews in years when they cross the $10,000 donation threshold, are followed.

Utilizing a non- profit PBC structure is a effective way to deliver affordable child care services within a community centric model that offers both effective accountability and financial structures to keep local resources in the community.

A perfect solution to Magnetawan's child care challenge!

A Community Based Approach

The proposed daycare centre not only would be a smart economic move for Magnetawan, but provide a new way to bring our community together. Some of the events and programs that the daycare would allow for are senior baking days with the Friendship Centre, submission help for the Magnetawan Fall Fair, fire safety days with the Magenatwan Fire Department, social events for local parents, community PJ and movie nights, and partnerships with local libraries for reading programs, book borrowing, gingerbread contests, and more. Magnetawan is a close-knit community that thrives in social events like our Canada Day Parade and Fall Fair, this daycare would provide another way for the community to come together.

Meet Meagan Fincham

I grew up in Magnetawan. After graduating high school, I moved to Waterloo where I was a nanny for three years. When the Covid-19 pandemic hit, creating a crisis for retirement homes, I got my PSW certification. I then moved on to work for YMCA day camps as an inclusion facilitator supporting kids with disabilities. When that job was coming to an end, my dad showed me a news article about Magnetawan's need for daycare. This prompted me to move back home and open my own daycare. It was clear from the start that the need was bigger than I could serve on my own. This is why I am doing whatever it takes to open a daycare centre to better serve my community. While I do this, I'm completing my ECE certification online through Algonquin College. My goal may be a big one, but I know with the support of my community we can make Magnetawan a better place for our new and growing families.

Municipality of Magnetawan	REPORT TO COUNCIL
To:	Mayor and Council
From:	Public Works Superintendent
Date of Meeting:	February 15th 2023
Report Title:	Ahmic Lake Rd Speed Reduction

Recommendation: THAT Council receives and approves this report and its recommendations as presented and directs the Public Works Superintendent to bring back the by-law to lower the present speed limit of 80 km/h to 60 km/h for the entire length of Ahmic Lake Road (Nipissing Road South ending at the intersection of John/George Street in Ahmic Harbour).

Background: At the November 03, 2021, Council meeting a Deputation and Petition was presented by Adam Prince in regards to 3 main requests regarding Ahmic Lake Road:

1. Reduction in the speed limit the entire length of Ahmic Lake Rd from 80km/h to 60 km/h
2. High Pedestrian Traffic, Sharp Turns and Hidden Driveways etc. reduced to 40km/h
3. The S-turn at the 5/6th Side Rd straightened so 2 vehicles can pass safely

Council passed the following motion:
RESOLUTION 2021-308 Kneller-Smith
WHEREAS the Council of the Municipality of Magnetawan thanks Adam Prince for the deputation Ahmic Lake Road-Speed Reduction and Elimination of S Bend at 5/6 SR Petition;
NOW BE IT RESOLVED THAT the Council of the Municipality of Magnetawan directs Staff to consider the comments made and prepare a report for Council with recommendations to be considered at a future meeting.
Carried.

At the March 23, 2022 Council Meeting, the following motion was passed Motion 2022-76

RESOLUTION 2022-76 Smith-Brunton
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and approves the Report from Public Works Superintendent Scott Edwards as presented;
AND HEREBY directs Staff to:

1. *prepare a DRAFT Speed Limit Evaluation Guideline, to outline the criteria that will be considered by Council for speed reduction and/or increase requests from ratepayers and to bring back to a future meeting;*
2. *continue working with the Magnetawan Watershed Land Trust to provide a parking lot for its "Old Man's Creek Reserve", and to install "No Parking" signs to discourage parking along the corridor;*
3. *install Caution horses/bikes signs noting they need to be riding in single file along Ahmic Lake Road;*
4. *review, update and install signage on Ahmic Lake Road as appropriate.*

Carried.

At the July 06, 2022 Council Meeting, the following motion was passed:

RESOLUTION 2022-181 Smith-Brunton
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and adopts as presented the Speed Limit Evaluation Guideline Establishing Speed Limits on the Roads of the Municipality of Magnetawan.
Carried.

Staff has installed signage on Ahmic Lake Road as appropriate and installed Caution Horses/Bikes signage including ride single file. Staff has conducted speed counts. As well, Staff has posted 'No Parking' signs to discourage parking along the 'Old Man's Creek Corridor.' It should be noted that the petition was presented prior to the adoption of the Municipality's Speed Limit Evaluation Guideline.

The Public Works Department, as directed by Council, has spoken with the Magnetawan Watershed Land Trust with a proposal to assist in creating a parking location that would be off the traveled portion of the road meaning a Designated Parking Lot on the Magnetawan Watershed Land Trust Property (Old Man's Creek Trail) to enable safe parking for its visitors, which would eliminate parking on the road as well as pedestrians meandering on the road. The Land Trust has applied for their entrance permit as well as their 911 number. I am awaiting to hear back from the Land Trust regarding the creation of a parking area on private lands.

Ahmic Lake Road has many natural bends and grades in the road that pre-existed following old trails that would have been traveled by foot and horse and wagon hence fast-forward to the age of the Motor Vehicle. During the original construction to improve this particular road system, the speeds posted in later years would have been based on the *Highway Traffic Act* of 50km/h in Town and 80km/h on Rural Roads if not posted. Another issue with Ahmic Lake Road is stems from Unofficial Tourist Attractions that draw Residents and Tourists alike to park along the narrow bending sections of Ahmic Lake Road.

Evaluation:
Regarding Speed Limit Reduction along the entire length of the Ahmic Lake Rd when we reviewed the Speed Studies between Ako Mak Rd and Johnston Rd the 85th Percentile varied from 63km/h to 70km/h however the Mean Average Speed was between 53km/h to 59km/h. To note the 85th Percentile formula indicates the speed at or below which 85% of motorist travel under free flow conditions when their speeds are not constrained by the vehicle in front of them.

Taking this information and combining it with the results based on Canadian Guidelines for Establishing Posted Speed Limits, Automated Speed Limit Guidelines based on a Calculated Risk Score (see attached) the recommended speed for Ahmic Lake Rd is 60km/h. To note the Risk Calculations, take into account the number of Entrances, Grades, Curves, Stop signs, Pedestrians, Cyclists and other potential hazards.

Staff also considered the attraction located on Ahmic Lake Rd by Old Mans Creek owned by the Magnetawan Watershed Land Trust and the continuation of vehicles illegally parking along the "No Parking" Posted section.

Financial Implications: The Estimated cost to replace 80km/h signs with 60km/h signs the entire length of Ahmic Lake Rd not including the 50km/h zone within Ahmic Harbour nor the areas with the speed limit already reduced, would be approximately $1,800 to come from the Roads Department Signage Budget.

Conclusion: The Public Works Superintendent recommends the lowering of the speed limit from the posted 80km/h down to 60km/h in keeping with our Speed Limit Evaluation Guideline, and the Automated Speed Limit Guidelines based on a Calculated Risk Score. As well, regarding the Magnetawan Watershed Land Trust, it is recommended that they add parking to their Tourist Location and/or secure other private lands that would be suitable for parking or relocate the entrance to the trail.

Respectfully Submitted,

Scott Edwards
Public Works Superintendent

Automated Speed Limit Guidelines

FORM A - Automated Speed Limit Guidelines Spreadsheet

Version: 10-Apr-09

Name of Corridor:	Ahmic Lake Rd			
Segment Evaluated:	Newell Lake Rd	to	15/16th SdRd	
Geographic Region:	Magnetawan			
Road Agency:	Municipality of Magnetawan			
Road Classification:	Local	Length of Corridor:	500	m
Urban / Rural:	Rural	Design Speed: (Required for Freeway, Expressway, Highway)		km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	80	km/h
Major / Minor:	Major	Prevailing Speed: (85th Percentile - for information only)	67	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	80	km/h

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	2
A2	GEOMETRY (Vertical)	Medium	4
A3	AVERAGE LANE WIDTH	Higher	3
B	ROADSIDE HAZARDS	Lower	3
C1	PEDESTRIAN EXPOSURE	Higher	3
C2	CYCLIST EXPOSURE	Higher	3
D	PAVEMENT SURFACE	Lower	3
E1	NUMBER OF INTERSECTIONS WITH PUBLIC ROADS	*Number of Occurrences*	1
	STOP controlled intersection		
	Signalized intersection		
	Roundabout or traffic circle		
	Crosswalk		
	Active, at-grade railroad crossing		
	Sidestreet STOP-controlled or lane	2	
E2	NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS	*Number of Occurrences*	1
	Left turn movements permitted		
	Right-in / Right-out only	1	
E3	NUMBER OF INTERCHANGES	*Number of Occurrences*	3
	Number of interchanges along corridor	2	
F	ON-STREET PARKING	N/A	0

Total Risk Score:

26

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

60

As determined by policy

80

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Feb 1 2023

Automated Speed Limit Guidelines

FORM A - Automated Speed Limit Guidelines Spreadsheet

Version: 10-Apr-09

Name of Corridor:	Ahmic Lake Rd			
Segment Evaluated:	2998 Ahmic Lake Rd	to	5th/6th SdRd	
Geographic Region:	Magnetawan			
Road Agency:	Municipality of Magnetawan			
Road Classification:	Local	Length of Corridor:	900	m
Urban / Rural:	Rural	Design Speed: (Required for Freeway, Expressway, Highway)		km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	80	km/h
Major / Minor:	Major	Prevailing Speed: (85th Percentile - for information only)	33	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	80	km/h

		RISK	Score
A1	GEOMETRY (Horizontal)	Higher	6
A2	GEOMETRY (Vertical)	Higher	6
A3	AVERAGE LANE WIDTH	Higher	3
B	ROADSIDE HAZARDS	Lower	3
C1	PEDESTRIAN EXPOSURE	Higher	3
C2	CYCLIST EXPOSURE	Higher	3
D	PAVEMENT SURFACE	Lower	3
E1	NUMBER OF INTERSECTIONS WITH PUBLIC ROADS	*Number of Occurrences*	1
	STOP controlled intersection		
	Signalized intersection		
	Roundabout or traffic circle		
	Crosswalk		
	Active, at-grade railroad crossing		
	Sidestreet STOP-controlled or lane	1	
E2	NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS	*Number of Occurrences*	2
	Left turn movements permitted	2	
	Right-in / Right-out only	3	
E3	NUMBER OF INTERCHANGES	*Number of Occurrences*	3
	Number of interchanges along corridor	1	
F	ON-STREET PARKING	N/A	0

Total Risk Score:

33

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

60

As determined by policy

80

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Feb 1 2023 Trail

Automated Speed Limit Guidelines

FORM A - Automated Speed Limit Guidelines Spreadsheet

Version: 10-Apr-09

Name of Corridor:	Ahmic Lake Rd				
Segment Evaluated:	Bridge before Clayton Bay Dr	to	Ako Mak		
Geographic Region:	Magnetawan				
Road Agency:	Municipality of Magnetawan				
Road Classification:	Local	Length of Corridor:	3,000	m	
Urban / Rural:	Rural	Design Speed: (Required for Freeway, Expressway, Highway)		km/h	
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	80	km/h	
Major / Minor:	Major	Prevailing Speed: (85th Percentile - for information only)	70	km/h	
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	80	km/h	

		RISK	Score
A1	GEOMETRY (Horizontal)	Higher	6
A2	GEOMETRY (Vertical)	Higher	6
A3	AVERAGE LANE WIDTH	Higher	3
B	ROADSIDE HAZARDS	Lower	3
C1	PEDESTRIAN EXPOSURE	Higher	3
C2	CYCLIST EXPOSURE	Higher	3
D	PAVEMENT SURFACE	Medium	6
E1	NUMBER OF INTERSECTIONS WITH PUBLIC ROADS	*Number of Occurrences*	1
	STOP controlled intersection		
	Signalized intersection		
	Roundabout or traffic circle		
	Crosswalk		
	Active, at-grade railroad crossing		
	Sidestreet STOP-controlled or lane	2	
E2	NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS	*Number of Occurrences*	1
	Left turn movements permitted	4	
	Right-in / Right-out only	4	
E3	NUMBER OF INTERCHANGES	*Number of Occurrences*	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	N/A	0

Total Risk Score:

32

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

60

As determined by policy

80

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Feb 1 2023

Automated Speed Limit Guidelines

FORM A - Automated Speed Limit Guidelines Spreadsheet

Version: 10-Apr-09

Name of Corridor:	Ahmic Lake Rd			
Segment Evaluated:	Johnston Rd	to	5th/6th SdRd	
Geographic Region:	Magnetawan			
Road Agency:	Municipality of Magnetawan			
Road Classification:	Local	Length of Corridor:	3,080	m
Urban / Rural:	Rural	Design Speed: (Required for Freeway, Expressway, Highway)		km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	80	km/h
Major / Minor:	Major	Prevailing Speed: (85th Percentile - for information only)	63	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	80	km/h

		RISK	Score
A1	GEOMETRY (Horizontal)	Higher	6
A2	GEOMETRY (Vertical)	Higher	6
A3	AVERAGE LANE WIDTH	Higher	3
B	ROADSIDE HAZARDS	Lower	3
C1	PEDESTRIAN EXPOSURE	Higher	3
C2	CYCLIST EXPOSURE	Higher	3
D	PAVEMENT SURFACE	Lower	3
E1	NUMBER OF INTERSECTIONS WITH PUBLIC ROADS	*Number of Occurrences*	1
	STOP controlled intersection		
	Signalized intersection		
	Roundabout or traffic circle		
	Crosswalk		
	Active, at-grade railroad crossing		
	Sidestreet STOP-controlled or lane	7	
E2	NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS	*Number of Occurrences*	1
	Left turn movements permitted	3	
	Right-in / Right-out only	7	
E3	NUMBER OF INTERCHANGES	*Number of Occurrences*	3
	Number of interchanges along corridor	7	
F	ON-STREET PARKING	N/A	0

Total Risk Score:

32

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

60

As determined by policy

80

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Feb 1 2023

Automated Speed Limit Guidelines

FORM A - Automated Speed Limit Guidelines Spreadsheet

Version: 10-Apr-09

Name of Corridor:	Ahmic Lake Rd			
Segment Evaluated:	2998 Ahmic Lake Rd	to	5th/6th SdRd	
Geographic Region:	Magnetawan			
Road Agency:	Municipality of Magnetawan			
Road Classification:	Local	Length of Corridor:	900	m
Urban / Rural:	Rural	Design Speed: (Required for Freeway, Expressway, Highway)		km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	80	km/h
Major / Minor:	Major	Prevailing Speed: (85th Percentile - for information only)	33	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	80	km/h

		RISK	Score
A1	GEOMETRY (Horizontal)	Higher	6
A2	GEOMETRY (Vertical)	Higher	6
A3	AVERAGE LANE WIDTH	Higher	3
B	ROADSIDE HAZARDS	Lower	3
C1	PEDESTRIAN EXPOSURE	Higher	3
C2	CYCLIST EXPOSURE	Higher	3
D	PAVEMENT SURFACE	Lower	3
E1	NUMBER OF INTERSECTIONS WITH PUBLIC ROADS	*Number of Occurrences*	1
	STOP controlled intersection		
	Signalized intersection		
	Roundabout or traffic circle		
	Crosswalk		
	Active, at-grade railroad crossing		
	Sidestreet STOP-controlled or lane	1	
E2	NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS	*Number of Occurrences*	2
	Left turn movements permitted	2	
	Right-in / Right-out only	3	
E3	NUMBER OF INTERCHANGES	*Number of Occurrences*	3
	Number of interchanges along corridor	1	
F	ON-STREET PARKING	N/A	0

Total Risk Score:

33

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

60

As determined by policy

80

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Feb 1 2023 Trail

Municipality of Magnetawan

Speed Limit Evaluation Guideline

Adopted by Council Motion # 2022-181 July 6, 2022

Establishing Speed Limits on the Roads of the Municipality of Magnetawan

1.0 OBJECTIVE

The Municipality of Magnetawan consists of approximately 233.2 kilometers of centerline roadway that is large and diverse, with varying conditions that include multiple road users, topography, surface types, road conditions, land uses, etc. This network consists largely of rural and some urban intown sections.

The objective of this Guideline will provide a for a formal process to guide the Municipality in establishing and reviewing speed limits on the Municipally owned and/or maintained roads only and does not include private roads or provincial highways, referred to herein. The Municipality has no jurisdiction over Provincial Highways or Private Roads.

The reduction of posted speed limits, without changing the characteristics of the roadway to encourage reduced speeds, has been shown to have a minimal impact on vehicle operating speeds. In addition, the posting of additional signage and/or adjusting the posted speed limit of a roadway are generally not considered to be traffic calming measures.

Road safety may be improved through the posting of credible speed limits that match the expectation of drivers for a given roadway and its surrounding area.

The purpose of this Guideline is to provide the Municipality with a systematic, consistent, transparent, and reliable means in assessing, reviewing, and implementation of a determined appropriate speed limits on the Municipal roads to help Council address requests for speed limit changes.

This Guideline will also:

- ✓ Create a process for the Municipality to objectively review speed limit change requests.
- ✓ Provide the Public and the Municipality with an objective and reliable tool for evaluating speed limits on Municipal roads.
- ✓ Provide a standard format and process for resolving, in a consistent manner, complaints regarding speed limits.

2.0 DEFINITIONS

TAC: Transportation Association of Canada

TAC Speed Limit Guidelines: The Transportation Association of Canada's guidelines for Establishing Posted Speed Limits (2009) provides an evaluation tool to assess posted speed limits which is based primarily on factors relating to the function, classification, and physical characteristics of the road.

Urban Road: A road that is located within an urban area as defined by the TAC Speed Limit Guidelines

Rural Road: A road that is located within a rural area as defined by the TAC Speed Limit Guidelines.

Posted Speed Limit: The speed prescribed for motor vehicles on a section of road by municipal by-law in accordance with the provincial Highway Traffic Act.

Design Speed: The speed selected as a basis to establish appropriate geometric design elements for a particular section of road so that drivers can travel safely at that speed under ideal conditions.

Operating Speed: The average speed at which a driver is observed operating a vehicle at a particular location.

85th Percentile Speed: The speed at which 85 percent of drivers are observed to travel at under free flowing conditions past a monitored point.

Speed Limit Review Study: A review of the operating characteristics and infrastructure data for a roadway to determine the appropriate speed limit. For the purposes of this policy, the review will apply the Canadian Guidelines for Establishing Posted Speed Limits as produced by the Transportation Association of Canada, and as updated from time to time. This approach considers roadside environment, access density, roadway alignment, lane widths, pedestrian and cyclist activity, and pavement condition.

3.0 SCOPE

The authority for the Municipality of Magnetawan to set speed limits is granted under *The Highway Traffic Act (HTA)*.

The Transportation Association of Canada (TAC) Guidelines for Establishing Posted Speed Limits is the proposed method for establishing maximum speed limits on Municipal roads.

4.0 SPEED LIMITS

Setting Speed Limits on Municipality Roads

Speed limits are intended to be an upper boundary when all other conditions are considered favourable such as: the geometry of the road and the capabilities of the vehicles travelling them. Road users are expected to adjust their speeds and drive to the varying road conditions such as weather, visibility, and traffic volumes.

The TAC Guidelines for Establishing Posted Speed Limits (April 2009) are used for best practices management. These guidelines provide an evaluation tool to assess appropriate speed limits based primarily on the classification, function, and physical characteristics of a roadway. It is an objective and reliable assessment based on measurable criteria.

The risks associated with each of the criteria determine the appropriate speed limit. A higher level of risk results in a lower recommended speed limit.

The guidelines take into consideration roadway element risk factors, including 85th percentile speed, road classification, whether the road is divided or undivided, the condition of the surface, and other roadside hazards, all to determine the appropriate speed limit for the subject roadway. As well as geometry (horizontal and vertical), average lane width, roadside hazards, pedestrian/cyclist exposure, surface treatment, number of intersections, stop signs, driveways, on-street parking, etc.

Timing for Speed Limit Reviews

Speed limit reduction and/or increase requests will require a written request with an explanation or reasons for the request which be filed with the Public Works Department by **April 1st** of each year.

Studies on such written and eligible requests will be completed on a bi-annual basis. The timing for the traffic count period should consider a representative time of day, day of month, and month of year to be studied. Counts are typically most reliable in May and October of each year.

Eligibility for Speed Limit Reviews

For a roadway to be eligible for review, it must meet ALL of the following criteria:

1. Owned or maintained by the Municipality of Magnetawan
2. Road length must be a minimum of 500 metres for urban sections and 1,000 metres for rural sections. The lengths are based on speeds that can be accomplished within a distance.
3. Any part of the road length requested has not been evaluated in the last 5 years.

If the road is not eligible, a speed limit review will be discontinued but the Municipality may do a speed study to compile data for OPP enforcement.

If deemed eligible, the process will commence through a series of structured stages until such a time as:

- a solution is implemented, **OR**
- a speed adjustment is deemed inappropriate for implementation.

Process to Initiate a Speed Limit Review

Requests for a speed limit review must follow the procedure set out in this Guideline.

Speed Limit reviews are initiated periodically and/or if a traffic related concern is identified on a particular road segment.

Traffic concerns can be identified by staff, Council, Enforcement Agencies, residents, etc.

A request for a Speed Limit Review shall require support from at least 65% of the property owners with access to the road and/or require to travel this portion of the road to access their property signing the petition are in favour.

If one or more people are registered as owners, the property shall be counted as one property only.

The sufficiency and validity of the petition shall be determined by the Clerk.

If there is less than 65% support for the request, a written reply will be sent to the petitioner advising that the request will not be considered at this time.

If there is 65% or greater support for the request, the assessment phase begins.

Speed Review Assessment Phase

For all eligible requests, data along the subject roadway(s) will be collected by the Municipality, or its agent, in the spring or fall to qualify and quantify the extent of the local traffic issues.

The data collection may include any or all of the following:

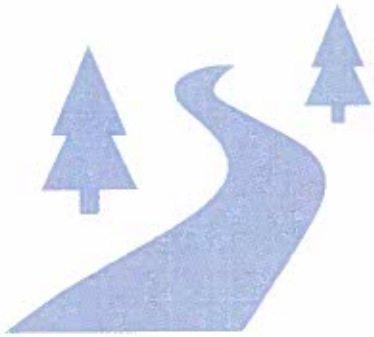
- Vehicle volume count to determine 24-hr traffic.
- Speed study to determine existing speed data.
- Classification count to determine heavy vehicle traffic.
- Collision data
- Existing roadway conditions (e.g. Road surface conditions, signing, marking).
- 'Built-up-area' as defined in the Highway Traffic Act.
- Horizontal and Vertical alignment.
- Average lane width.
- Roadside hazards.
- Number of intersections.
- Number of driveways.
- Pedestrian, cyclists, horse riding and or carriages
- On-street parking.

For each evaluation a risk level that appropriately matches prevailing conditions is identified. In general, three levels of risk (higher, medium, and lower) have been defined for evaluation criteria.

An automated spreadsheet provided with the TAC Guidelines is to be used for the analysis.

The spreadsheet includes all the factors to be evaluated. Each factor is assigned a risk level; once all factors are considered, a final total risk score is assigned, and a resulting recommended posted speed limit is assigned.

Following the initial analysis using the TAC Guidelines, additional analysis may be conducted to allow for consideration of special circumstances by reviewing the road segment with enforcement personnel as deemed appropriate by the Public Works Superintendent.



When recommending a change in the posted speed limit, consideration will be given to adjacent speed zones to avoid incremental speed fluctuations of more than 20km/h as outlined in the Ontario Traffic Manual Book 5: Regulatory Signs as published and updated by the Ministry of Transportation.

Based on the analysis undertaken through the review, and the subsequent conclusions, recommendations for the speed limit and its adjustment will be determined by the Public Works Superintendent.

A written report will be presented to Council. Council will review the request, the report, and the data. Council makes the decision and approves the passing of a new by-law if warranted.

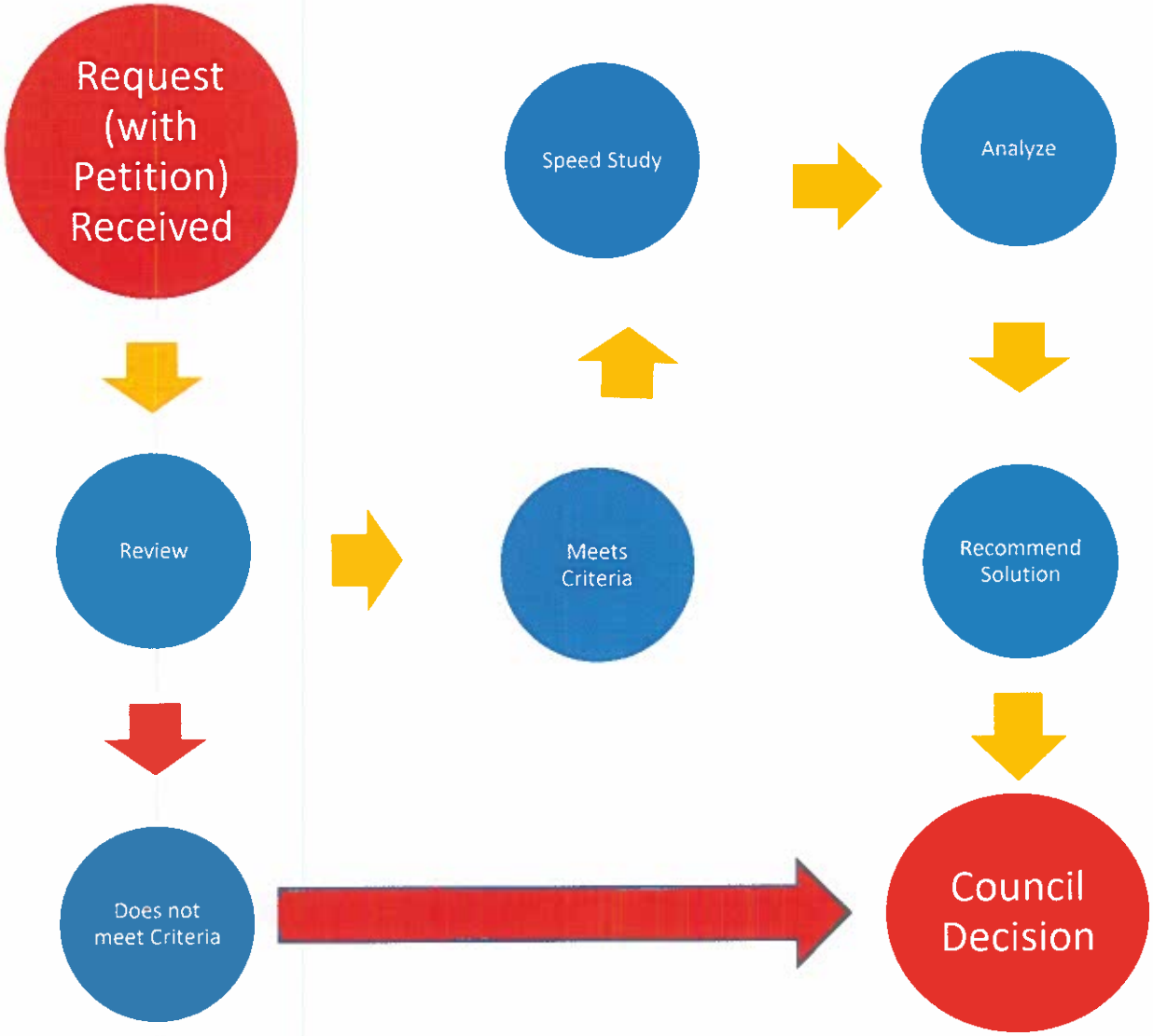
5.0 REFERENCES

Highway Traffic Act Transportation Association of Canada (TAC) Guidelines for Establishing Posted Speed Limits

Municipal Act, 2001

Ontario Traffic Manual

6.0 PROCESS


Request (with Petition) Received
Review
Does not meet Criteria
Meets Criteria
Speed Study
Analyze
Recommend Solution
Council Decision

Municipality of Magnetawan

Petition Form

Establishing Speed Limit for the Municipality of Magnetawan

Initiator Contact Name: _____ Date Submitted: _____

Address: _____

Telephone: _____ Email: _____

PRINTED NAME	PROPERTY ADDRESS	SIGNATURE

We, the undersigned owners, hereby petition the Municipality of Magnetawan to review the speed limit
along: _____ (name of road)
from: _____
to: _____
in accordance with the Municipality's Speed Limit Evaluation Guideline.

****Additional signature pages may be added as needed**

Please note: Your signature on this petition represents your **Expression of Interest** in proceeding with the speed limit review as outlined above. A change in the posted speed limit is subject to review per the Municipality's "Establishing Speed Limits on the Municipality of Magnetawan" Guideline and signing this petition does not ensure a speed limit change.

Your name, address, comments, and any other personal information, is collected and maintained for the purpose of creating a record that is available to the general public in a hard copy format and on the internet in an electronic format pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, as amended.

Questions about this collection should be directed to the Clerk's office at clerk@magnetawan.com or 705 387 3947

Corporation of the
Municipality of Magnetawan

Tel: (705) 387-3947
Fax: (705) 387-4875
www.magnetawan.com

P.O. Box 70, Magnetawan, Ontario P0A 1P0

RESOLUTION NO. 2022 – 76 **MARCH 23, 2022**

Moved by: _____

Seconded by: _____

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and approves the Report from Public Works Superintendent Scott Edwards as presented;

AND HEREBY directs Staff to:

1. prepare a DRAFT Speed Limit Evaluation Guideline, to outline the criteria that will be considered by Council for speed reduction and/or increase requests from ratepayers and to bring back to a future meeting;
2. continue working with the Magnetawan Watershed Land Trust to provide a parking lot for its "Old Man's Creek Reserve", and to install "No Parking" signs to discourage parking along the corridor;
3. install Caution horses/bikes signs noting they need to be riding in single file along Ahmic Lake Road;
4. review, update and install signage on Ahmic Lake Road as appropriate.

Carried ✓ Defeated_____ Deferred_____

Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

Member of Council	Yea	Nay	Absent
Brunton, Tim			
Hetherington, John			
Kneller, Brad			
Smith, Wayne			
Mayor: Dunnett, Sam			

Knowing our heritage we will build our future

Municipality of Magnetawan	REPORT TO COUNCIL
To:	Mayor and Council
From:	Public Works Superintendent
Date of Meeting:	March 23 2022
Report Title:	Ahmic Lake Rd Speed Reduction and Improvements

Recommendation: THAT Council receives and approves this report as presented and directs the Public Works Superintendent to create a Speed Limit Evaluation Policy to address evaluation criteria for speed limit change requests, and that the Public Works Superintendent continue to work with the Magnetawan Watershed Land Trust to provide a parking lot for its 'Old Man's Creek Reserve", to install 'No Parking' signs to discourage parking along this corridor, and as well, to put up Caution horses/bikes signs noting they need to be riding in single file along Ahmic Lake Road.

Background: At the November 23, 2021, Council meeting a Deputation and Petition was presented by Adam Prince in regards to 3 main requests regarding Ahmic Lake Road:

1. Reduction in the speed limit the entire length of Ahmic Lake Rd from 80km/h to 60 km/h
2. High Pedestrian Traffic, Sharp Turns and Hidden Driveways etc. reduced to 40km/h
3. The S-turn at the 5/6th Side Rd straightened so 2 vehicles can pass safely

There has been requests to lower the Speed limit along the entire length of Ahmic Lake Rd , in consideration of this we must consider that studies have indicated that lowering posted speed limits by as much as 30km/h, or raising speed limits by as much as 20 km/h has had little effect on motorist speed. Most motorists did not drive 10 km/h above the posted speed limits when the limit was raised, nor did they reduce their speed by 10km/h when speed limits are lowered. Over time unrealistic, and non-uniform speed limits have created a socially acceptable disregard for speed limits. Unrealistic speed limits increase collision risk for motorist who attempt to comply with the speed limit by driving faster or slower than most road users. Unreasonably low limits significantly decrease driver compliance and give road users such as people not familiar with the roadway as well as pedestrians a false indication of actual traffic speeds.

Evaluation: Regarding Speed Limit Reduction along the entire length of the Ahmic Lake Rd , Hidden Pedestrian Traffic and the S- turn at the 5/6th Side Rd the Municipality performed both in house and contracted Ontario Traffic Inc. to do speed studies in locations requested by the concerned Residents. The Mean (Average) speed, and 85th Percentile formula that indicates the speed at or below which 85% of motorist travel under free flow conditions when their speeds are not constrained by the vehicle in front of them and were as follows

<u>Ahmic Lake Rd between Ako Mak and the First Bridge 453 vehicles surveyed</u>
15th percentile :48km/h
50th percentile :59km/h
85th percentile: 70km/h
95th percentile: 78km/h

The Mean Speed (Average) was **59 km/h**

Ahmic Lake Rd between Newell Lake Rd and 15th-16th Side Rd 399 vehicles surveyed

15th percentile :46km/h
50th percentile :56km/h
85th percentile: 67km/h
95th percentile: 72km/h
The Mean Speed (Average) was **56 km/h**

Ahmic Lake Rd between Johnston Rd and the 5th-6th Side Rd 364 vehicles surveyed

15th percentile :43km/h
50th percentile :53km/h
85th percentile: 63km/h
95th percentile: 69km/h
The Mean Speed (Average) was **53km/h**

Staff contacted the OPP for accident data and after reviewing the OPP Occurrence Details from January 1, 2010, to May 7, 2021, it was noted that there was one Motor Vehicle Collision which was a car into the ditch in November 2012.

Consideration: Currently the Municipality has no Policy regarding the setting or changing of speed limits within its boundary. Safety and speed are an ongoing concern, and although data can give us statistics and black and white answers, it may not always fit the issue at hand. The Municipality is sympathetic to the Residents who live on a said road with issues, as they live there day in and day out.

Ahmic Lake Road provides access to approximately 508 Individual Properties. If we consider that on average there are 2 motorists per household, that would be roughly 1016 motorists who would use Ahmic Lake Road to access their property. This number does not include visitors, sight seers, renters, etc. While there were 101 signatories on the petition, their status (property owner, visitor, tenant, etc.) is not known.

When contemplating lowering the speed limit, Council may consider that studies have indicated that lowering posted speed limits by as much as 30km/h, or raising speed limits by as much as 20 km/h has had little effect on motorist speed. Most motorists did not drive 10 km/h above the posted speed limits when the limit was raised, nor did they reduce their speed by 10km/h when speed limits are lowered. Over time unrealistic, and non-uniform speed limits have created a socially acceptable disregard for speed limits. Unrealistic speed limits increase collision risk for motorists who attempt to comply with the speed limit by driving faster or slower than most road users. Unreasonably low limits significantly decrease driver compliance and give road users, such as people not familiar with the roadway as well as pedestrians, a false indication of actual traffic speeds.

The Municipality has received numerous complaints about parked cars on Ahmic Lake Road by Old Man's Creek, which is owned by the Magnetawan Land Trust. Parked cars in this area restrict sight lines, increase pedestrian traffic on the roadway as opposed to the shoulder and cause lane restrictions. It is recommended to restrict parking in this area with appropriate "No Parking Allowed" and enforcement. The Magnetawan Land Trust should be providing onsite parking for its trail users. To note during the 2021 season, the Public Works Superintendent did approach

the Magnetawan Land Trust with a proposal to create a parking location that would be off the traveled portion of the road. There was the possibility the Roads Department can assist with part of this parking project as a joint venture. At this time, the Magnetawan Land Trust has not advised if they are open to having an area for onsite parking or closing the trail. The Land Trust will also need to apply for an entrance onto Ahmic Lake Road as well as a 911 Emergency Number.

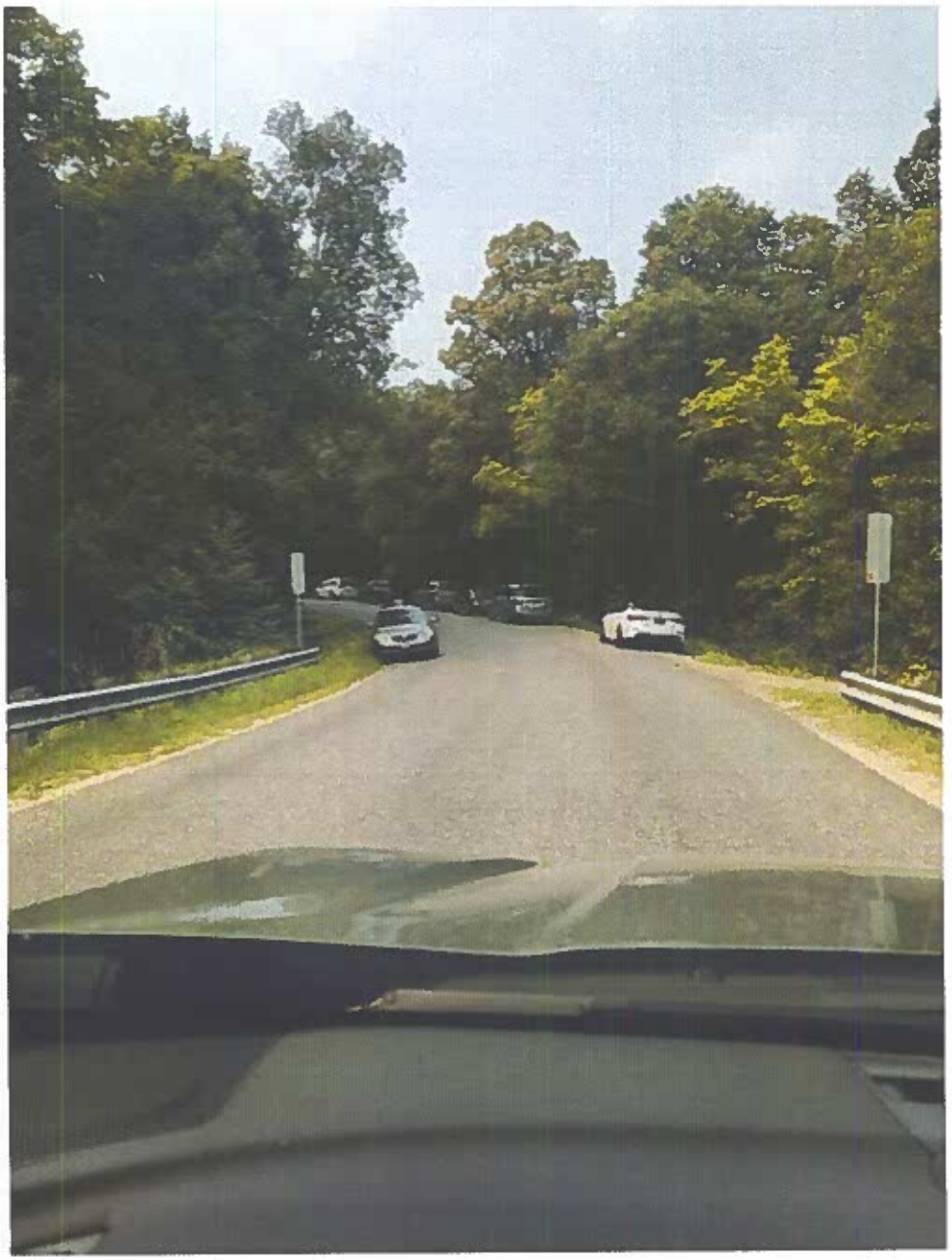
The S-turn at the 5/6th Side Rd is clearly signed with caution signage, chevrons and a speed limit reduction sign. There is no evidence to suggest that this section of the road is a hazard. It is recommended to review all signage and increase signage on Ahmic Lake Road as appropriate to ensure signage is effective.

Financial Implications: To be determined based on the direction and or project decided upon moving forward.

Conclusion: Prior to making a decision to lower the speed limit, the Public Works Superintendent recommends the adoption of a Speed Limit Evaluation Policy to address evaluation criteria for speed limit change requests. In the interim, to mitigate concerns, it is recommended that the No Parking area near the Old Man's Creek Reserve be implemented as well as an offsite parking area. It is further recommended that signage advising the road is used by horse back rider and cyclists, and to include that they are to ride single file.

Respectfully Submitted,

Scott Edwards
Edwards



Corporation of the
Municipality of Magnetawan

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P.O. Box 70, Magnetawan, Ontario P0A 1P0

RESOLUTION NO. 2021 – 308 **NOVEMBER 03, 2021**

Moved by: Brad Kneller

Seconded by: [illegible]

WHEREAS the Council of the Municipality of Magnetawan thanks Adam Prince for the deputation Ahmic Lake Road-Speed Reduction and Elimination of S Bend at 5/6 SR Petition;

NOW BE IT RESOLVED THAT the Council of the Municipality of Magnetawan directs Staff to consider the comments made and prepare a report for Council with recommendations to be considered at a future meeting.

Carried ✓ Defeated____ Deferred____

Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

Member of Council	Yea	Nay	Absent
Brunton, Tim			
Hetherington, John			
Kneller, Brad			
Smith, Wayne			
Mayor: Dunnett, Sam			

Knowing our heritage we will build our future

Municipality of Magnetawan

COUNCIL DEPUTATION REQUEST

Any written submissions and background information for consideration by Council must be submitted to the Clerk's office at least 7 (seven) days prior to the set meeting date.

PLEASE PRINT

COUNCIL DATE REQUESTED: November 3rd 2021 (subject to availability)

SUBJECT: 1.Speed Reduction on entire length of Ahmic Lake Road. 2.Elimination of dangerous S-Turn @5th/6th side rd. Ahmic Lake Rd.

NAME: Adam Prince

ADDRESS: 313 Old Man's Lake Lane
Magnetawan, Ontario
P0A 1P0

PHONE: HOME: 416 833 0933 BUSINESS: _____

EMAIL ADDRESS: princeadamprince@gmail.com

NAME OF GROUP OR PERSON(S) BEING REPRESENTED: (if applicable)

I represent a group of residents and road users concerned with the safety of Ahmic Lake Road.This group of residents and road users have signed this petition and would like the above issues addressed

BRIEF STATEMENT OF ISSUE OR PURPOSE OF DEPUTATION (you may attach additional information)

We are requesting a reduction in the speed limit on the entire length of Ahmic Lake Road from 80km/h to 60km/h.

We would also like area of high pedestrian traffic and sharp turn/hidden driveways etc reduced to 40km/h

We would like to have the S-turn at 5th/6th side rd straghtened so two vehicles can pass each other safely

We feel as though having these issues addressed will ultimetaly make a diverse group of road users safer on Ahmic Lk Rd.

Personal information on this form will be used for the purposes of sending correspondence relating to matters before Council. Your name, address, comments, and any other personal information, is collected and maintained for the purpose of creating a record that is available to the general public in a hard copy format and on the internet in an electronic format pursuant to Section 27 of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M.56, as amended. Questions about this collection should be directed to the Clerk's office at clerk@magnetawan.com or 705 387 3947 x201

Submission of this form does not automatically guarantee you will be granted a deputation. The Clerk will notify you of the date and time for your deputation.

SPEED LIMIT REDUCTION

Eliminating dangerous S-turn

We want your support!

The natural layout of **Ahmic Lake Road** does not support the presently posted speed limit of 80 km/h. Ahmic lake Road has numerous stretches of reduced visibility due to curves, bends, steep uphill and downhill sections, and has hidden intersections and driveways. With the current speed limit in place, it is unsafe to have dump trucks, commercial vehicles, school buses, Canada Post vehicles, ATV users, motorcyclists pedestrians - adults and children, cyclists and equestrians sharing this road. Combined with the steady growth in traffic it is leading to very dangerous situations.

Therefore, we ask that the speed limit on Ahmic Lake Road be reduced to **maximum of sixty (60) kilometres per hour.**

Further, we ask that the **dangerous S-turn** on the knoll near 5th and 6th Side Road be **eliminated** by straightening the road.

Are you willing to support this petition?

If yes, please sign on the signature collection sheet. Please provide all details (address etc) with your signatures to make your signature count.

Contact for questions / feed-back: Shirley Doug, Magnetawan, ON (705) 387-0665

Petition

To: The Council of the Corporation of the Municipality of Magnetawan, Magnetawan, ON, P0A 1P0

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of the Municipality of Magnetawan to
restrict the speed on Ahmic Lake Road to a maximum of sixty (60) km / hr
and eliminate the dangerous S-turn on the knoll near 5th and 6th Side Road.

#	Name	Adress	Signature
	Shirley Doig	2411 Ahmic Lk Rd, Magnetawan	Shirley Doig
	LEO DOIG	//	Leo Doig
	[illegible]	75 Shelter Street Magnetawan, ON	[illegible]
	[illegible]	[illegible]	
	[illegible]	[illegible]	
	[illegible]	114 Cuff Lane Magnetawan	[illegible]
	Marion Isaac	same ↑	[illegible]
	D. McINTYRE	101 5TH & 6TH SIDERD	[illegible]
	[illegible]	2655 [illegible]	[illegible]
	[illegible]	2658 AHMIC LAKE RD	[illegible]
	[illegible]	2655 Ahmic Lake Rd	[illegible]
	Beverley Lay	8 Dragonfly Lane McDougall P2N0B3	[illegible]
	Tom Amor Frieth	2244 Ahmic Lake Rd	[illegible]
	[illegible]	227 [illegible]	[illegible]
15	[illegible]	[illegible]	[illegible]

Page ____ of ____

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#	Name	Adress	Signature
	[illegible]	[illegible]	[illegible]
	[illegible] JOHNSTON	154 JOHNSTON RD MAGNETAWAN ON	[illegible]
	Scott Johnston	154 Johnston Rd Magnetawan ON	[illegible]
	Carol Johnston	72 Johnston Rd Magnetawan ON	[illegible]
	BRENDA [illegible]	3115 Ahmic Lake Rd	[illegible]
	RUBY DECAIRE	3123 AHMIC LK. RD.	Ruby Decaire
	[illegible] DECAIRE	3123 AHMIC LK. RD.	[illegible]
	Brian Chernitz	2998 Ahmic Lk. Rd	[illegible]
	Shelley Chernitz	2998 Ahmic Lake Rd	S Chernitz
	BILL BISHOP	68 JOHNSTON RD	[illegible]
	[illegible] McCarthy	215 15/16 Side Rd	[illegible]
	Bianca O'Brien	1171 Ahmic Lake Rd	[illegible]
	Bobbie O'Reilly	1171 Ahmic Lk. Rd	R. O'Reilly
	Chris Zaikl	1171 Ahmic Lk. Rd	[illegible]
15	Doug Mills	594 Silver Lake Rd	[illegible]

Page _____ of _____

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#	Name	Adress	Signature
	Christine Lauffer	12 Jack Wayne Rd. Mag.	[illegible]
	Volkher Lauffer	" "	[illegible]
	Robert [illegible]	99 Stornoway Rd, Ryerson	[illegible]
	[illegible]	" " "	[illegible]
	Miles MacDonald	2245 Ahmic Lake Rd.	[illegible]
	MIKE SMITH	518 Emerald	[illegible]
	Tom Brown	75 River St.	[illegible]
	Bob Dermott	2858 Hwy 124	[illegible]
	Sandy Bell	3332 Ahmic Lk. Rd	[illegible]
	Jerry & Cathy Duck	3213 Ahmic Lake Rd.	Cathy Duck & Jerry Duck
	Brent & Tom	237 Jackson Way	[illegible]
	[illegible]	" " "	[illegible]
	[illegible] & Tom	" " "	[illegible]
	[illegible]	[illegible]	
15	[illegible]	[illegible]	

Page ____ of ____

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#	Name	Adress	Signature
	[illegible]	[illegible] Ahmic Lake	[illegible]
	Diane [illegible]	"	[illegible]
	[illegible]	"	[illegible]
	[illegible]	272 SILVER LAKE	[illegible]
	Steve Jelly	2494 " "	[illegible]
	TOM LEITHWOOD	464 SILVER LAKE RD	[illegible]
	Frank Nielsen	[illegible]	[illegible]
	[illegible]		[illegible]
	[illegible]	[illegible]	[illegible]
	[illegible]		
	Don	[illegible]	
	Danny	2050 Collins Line	[illegible]
	Neil Marlen	78362 Southside 73	[illegible]
	Pete Timmer	833 Fulton St Vankleek	[illegible]
15	Henry Teichroeb	881 Vienna Rd	[illegible]

Page

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#	Name	Address	Signature
	Victoria Stoncius	217 Pine Road Magnetawan	Victoria Stoncius
	Deb Chapman	300 Yonge St Burk's Falls	Deb Chapman
	[illegible]	[illegible] High Street Burk's Falls	[illegible]
	Kathy Holtz	93 N. Waseosa Lake Rd	K Holtz
	Sandy Everett	403 Adams Rd Huntsville	[illegible]
	Tina Kelsey	57 Kates Lane South River	Tina Kelsey
	Bart Neill	23 Golf Link Sundridge	[illegible]
	Lawrence Newell	79 Line Hill, Huntsville	[illegible]
	Pedro Oliveira	224 Frazer Rd	Pedro Oliveira
	Melanie Stock	124 Hwy South River	Melanie Stock
	Dianne Clark	475 Cryderman Lake Rd Utterson	[illegible]
	Alan Valch	1037 Pine Island Rd	[illegible]
	[illegible]	46 Pine Rd South River	[illegible]
	LARRY ARDIEL	17 HILLCREST ST. SUNDRIDGE	[illegible]
15	Luke Williams	59 Kates Spur, South River	[illegible]

Page of

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#	Name	Adress	Signature
	JON HIND	1233 N. WHALLEY LK RD	[illegible]
	ELAINE MOOR	4791 Hwy. 520 MAGNETAWAN	[illegible]
	NICK MOOR	4791 Hwy 520 MAG	[illegible]
	Anne Jones	2350 Second Conc Rd LYNDEN	Anne Jones
	Andrea Knox	4301 B, ARESHORE DR ANNAN	[illegible]
	Shirley Gibbs	141 Cooper St Cambr, Ont	Shirley Gibbs
	[illegible]	6 Hibcroft Ct, Guelph, ON	[illegible]
	[illegible]	256 RAIN LAKE RD KEARNEY	[illegible]
(9)	Heather Lodge	181 Lynchurst Dr Kitchener Ont	Heather Lodge

Page _____ of _____

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#	Name	Adress	Signature
	[illegible]	RR 1 [illegible] ON	[illegible]
	Frank Martens	43 [illegible] St Vienna	[illegible]
	Tilde Stemens	62 Eastwood Blvd M5S	[illegible]
	Andrew Lange	75 Ravenscrest Dr	[illegible]
	[illegible]	3640 Fieldcrest DR	[illegible]
	J Kristmund	15 [illegible]	[illegible]
	Karen Bibby	2064 Ahmic Lake Rd	Karen Bibby
(8)	Gary Bibby	2064 Ahmic Lake Rd	Gary Bibby

Page of

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#	Name	Adress	Signature
	Elly Emblaw	7121 Hwy 124	Elly Emblaw
	Barb Stewart	Magnetawan	[illegible]
	Cathy [illegible]	297 Clayton Bay Trail	[illegible]
	[illegible]	297 [illegible]	[illegible]
	Gilchrist	7 Kristina Court	[illegible]
	Michael L Smith	256 Clayton Bay Trail	[illegible]
	[illegible]	256 Clayton Bay Trail	[illegible]
	Jane Fitzgerald	132 Edwards Rd	[illegible]
	[illegible] Fitzgerald	132 Edwards Rd	[illegible]

Page ___ of ___

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#	Name	Adress	Signature
	Phil & Carol Plum	286 Silver lake rd	

Page _____ of _____

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Mayor and Council
Municipality of Magnetawan

We are concerned about two safety issues on Ahmic Lake Road

- the 80 km/hr speed limit
- the dangerous S turn on the knoll near the 5th and 6th side road

We ask

- that the speed limit be reduced to 60km/hr
- that the above mentioned section of road be straightened

[redacted]

M. Jones
W. Jones
M. DeFrancesco
Jeff Dimm
A VIAJANE
Kristen Hewitt
Carol Ann Kiski

13

Municipality of Magnetawan

REPORT TO COUNCIL

To:	Mayor and Council
From:	Public Works Superintendent
Date of Meeting:	Feb 15, 2023
Report Title:	Bridge #8 Replacement 2023

Recommendation: THAT Council receives and approves this report as presented and directs the Public Works Superintendent to replace the Bridge # 8 on Orange Valley Road continuing with the D.M. Willis Associates Ltd, as the Engineer who will tender and oversee the construction of the project, at the updated costs to replace of $595,000.

Background: In 2015 the previous Public Works Superintendent Bruce Hill had put a tender out for the replacement of Bridge #8 on Orange Valley Rd based on the Municipal Bridge Inspections. The contract was awarded to D.M. Wills Associates Ltd according to the November 2015 Draft , Project NO: 15-9189.The recommendation in the draft was based on Option 2 being a Bailey Style Bridge. The work plan included working with the Municipality to obtain funding under OCIF as well as the field work for measurements, geotechnical advice ,prepare drawings, submit drawing for MNR approval, completion of Schedule A+ Class Environmental Assessment, produce 100% Design Complete submission with cost estimates for review and approval of the Municipality , prepare formal tender documents , provide tendering services as well as review tender results and recommend award of tender. The Project schedule was for September 4, 2015 Council Approval to Proceed then went along to December 18 2015 Final Tender and Contract Drawings Completed. The close tender and subsequent Award by Council was to be February 15 2016 and then Construction to begin July 4 2016; however the Project was put on hold by the Council of the day in order to obtain more funding to which funds have been set aside. Note, most of the 'prep' work was completed by D.M. Wills Associates.

Evaluation: The replacement cost according to the engineers who did the Bridge Inspection report was estimated at $1,057,106 (2016). The successful bidder, D.M Wills Associates, came in at $416,000 for replacement in 2016. . After contacting the engineer, D.M. Wills Associates Ltd , to update the costs to continue with the project came in at an estimated $595,000.

Financial Implications: As per the evaluation as follows:

D.M. Wills Associate Ltd	$26,000
Estimated Replacement Cost (Bailey Bridge)	$600,000

Finances to come from.

NORDS	$249,000
OCIF	$228,000
Gas Tax	$92,000
Taxation	$57,000

Conclusion: The Public Works Superintendent recommends the replacement of Bridge # 8 on Orange Valley Rd given the Rehabilitation costs are almost equal to the Replacement costs and by having a new bridge gives the Municipality upwards of 20 years saving in repair costs. This combined with the savings as this has already been set to go out to Tender will benefit the Municipality greatly.

Respectfully Submitted,

Scott Edwards
Public Works Superintendent

RESOLUTION NO. 2023- FEBRUARY 15, 2023

Moved by: _____

Seconded by: _____

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the S357/358 2022 assessment reductions as presented and circulated.

Carried_____ Defeated_____ Deferred_____ _____

Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

Member of Council	Yea	Nay	Absent
Bishop, Bill			
Hetherington, John			
Hind, Jon			
Kneller, Brad			
Mayor: Dunnett, Sam			

DRAFT

Municipality of Magnetawan Sec 357 2022 Summary

Date	Assessment Type	Roll Number	Assessment Change	Year Affected	Reason
Jan 4/22	RT	040 006 03600	-31,000	2019	Razed by fire
Jan 4/22	RT	040 006 03600	-31,000	2020	Razed by fire
Jan 4/22	RT	040 006 03600	-31,000	2021	Razed by fire
Feb 15/22	RT	030 003 02305	-3,000	2021	Demolished
Feb 15/22	RT	030 003 02305	-3,000	2020	Demolished
Feb 15/22	RT	030 003 02305	-3,000	2022	Demolished
			-102,000		

These changes resulted in writeoffs totalling $887.34

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN
BY-LAW NO. 2023-
Being a By-law to authorize borrowing for current expenditures for 2023

WHEREAS Section 407 of *the Municipal Act, 2001, S.O 2001, C.25*, as amended, provides that a municipality may at any time during a fiscal year authorize temporary borrowing, until the taxes are collected and other revenues are received, of the amounts that the municipality considers necessary to meet the expenses of the municipality for the current year and of the amounts, whether or not they are expenses for the year, that the municipality requires in the year.

AND WHEREAS Section 407 (2) of *the Municipal Act, 2001, S.O 2001, C.25*, as amended, limits the total amount that may be borrowed from all sources at any one time, except with the approval of the Ontario Municipal Board.

NOW THEREFORE the Council of the Corporation of the Municipality of Magnetawan hereby enacts as follows:

1. **Borrowing By-law**
   The signing authorities of the Corporation of the Municipality of Magnetawan are hereby authorized to borrow from time to time of promissory note or bankers' acceptance during the year 2023 (current year) such amounts as may be necessary to meet, until the taxes are collected and until other revenues are received, the current expenditures of the Municipality and other amounts that are stated in Section 407 (1) of *the Municipal Act, 2001, S.O 2001, C.25*, as amended.

2. **Instruments**
   A promissory note or bankers' acceptance made under Section 1 of this By-law shall be signed by the Treasurer and by the Head of Council or other such person authorized by By-law.

3. **Lenders**
   The Lenders from whom amounts may be borrowed under the authority of this By-law shall be the Kawartha Credit Union Limited, and other such tender(s) and reserve funds of the Municipality as may be determined from time to time by Council resolution.

4. **Limit on Borrowing**
   Except with approval of the Ontario Municipal Board, the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest shall not exceed:
   a) from January 1 to September 30 in the year, fifty per cent (50%) of the total estimated revenues of the Municipality as set out in the budget adopted for the year.
   b) from October 1 to December 31 in the year, twenty-five per cent (25%) of the total estimated revenues of the Municipality as set out in the budget adopted for the year.

DRAFT

For the purposes of this By-law, the estimated revenues of the Municipality shall not include revenues derived from or derivable from:

- any borrowing, including any issue of debentures;
- a surplus, including arrears of taxes, fees, or charges; or
- a transfer from the capital fund, reserves, or reserve funds.

5. **Borrowing Documents Required**
At the time any amount is borrowed under this By-law, the Treasurer shall ensure that the Lender is or has been furnished with a certified copy of this By-law, a certified copy of the resolution mentioned in Section 3 determining the Lender, if applicable, and a certified copy of the estimates of the Municipality adopted for the current year and also showing the total of any amounts borrowed from any and all sources under authority of Section 407 of *the Municipal Act, 2001, S.O 2001, C.25*, as amended.

6. **Pending Adoption of the Budget**
Until the budget is adopted in the current year, the limits upon borrowing under Section 407 (2) of *the Municipal Act, 2001, S.O 2001, C.25*, as amended, shall be calculated temporarily using the estimated revenues of the Municipality, as adopted in the previous year's budget.

7. **Directive to Treasurer**
The Treasurer is authorized and directed to apply in payment of any or all amounts borrowed under this By-law together with interest, any or all of the funds collected or received, either on account or realized in respect of the taxes levied for the current year and preceding years, or from any other source that may be applied under prevailing legislation for such purpose.

8. **Effective Date**
This By-law shall come into effect retroactive the 1st day of January, 2023

READ A FIRST, SECOND, AND THIRD TIME, passed, signed and the Seal of the Corporation affixed hereto, this 15th day of February, 2023.

THE CORPORATION OF THE
MUNICIPALITY OF MAGNETAWAN

_____
Mayor

_____
CAO/Clerk

DRAFT

2020 donation $1,000.

Laura Brandt

From: Magnetawan Agricultural Society <magnetawanfair@gmail.com>
Sent: January 18, 2023 10:32 AM
To: Laura Brandt
Subject: Magnetawan Agricultural Society- Fall Fair 2023

Dear Supporter

The Magnetawan Agricultural Society is in the process of planning our 146th Fall Fair. We are very thankful for the Sponsors, Donators, Volunteers, Community and Society Members that have provided support in past years. As a previous supporter of the Magnetawan Agricultural Society, we would like to thank you for your support to our group. Your support has assisted us to continue to host our annual Fall Fair, which is not only attended by our local community, but enjoyed by people visiting our area, with some even coming great distances just for our Fall Fair. In 2022 we opened our Fall Fair once again for the first time in 2 years and in reflection, we feel that the Fall Fair was a big community success. We are very proud to host such a wonderful event for our community and look forward to continuing this Legacy that has been a part of life in Magnetawan for over 145 years.

Our Magnetawan Agricultural Society has made some changes and we're very excited to tell you about them.

Online presence has become a means of getting information out to a lot of folks in a timely manner. We are going to continue to improve our online presence and are currently working on a new website to be launched very soon. This Website will contain all the information about our Agricultural Society, including up and coming Events, Barn Sale dates and Fall Fair Information, including our Prize Book.

Our Fair Book Committee has been meeting for the past few months to develop a new Prize Book, which will be a one book format with an OAAS insert. We are hoping to go to press in early 2023.Once our Prize Book is completed, we will be posting it to our website as well as on our Facebook page. We will have a small supply of printed books available but do want to be conscious of our environment and not print unwanted or unnecessary books. We do understand not everyone has on-line capabilities and we are more than willing to help those folks out with a printed copy of our book.

While reflecting on our Fall Fair, we must also take into consideration the cost of hosting the Fair. This includes the printing costs, entertainment costs and the prize money payouts, all segments that are vital to ensure our Fair is competitive and that our attendance continues to grow.

Today we are writing to ask for monetary support for our Fall Fair. We do understand that the past few years have been hard on a lot of businesses and families, but no matter the amount of your monetary donation, it will be greatly appreciated. Donations can be mailed to the above address. If eTransfer is a preferred method- please respond to our email and we will direct, you with instructions to that option.

Should you have and questions, please email us at magnetawanfair@gmail.com If you would like your name to appear on our Donor/Sponsor page in the Prize Book, we will need to hear back from you prior to

January 31, 2023. If a monetary donation is not an option at this time, please consider volunteering your time to make our 2023 Fall Fair a success.

Thanking you in advance for your continued support.

Sincerely,
The Magnetawan Agricultural Society Board

MUNICIPALITY OF
MAGNETAWAN
FEB 06 2023
RECEIVED

Monday, February 6, 2023

Magnetawan Horticultural Society
52 Jackson's Road
Magnetawan, ON
P0A 1P0

Dear Mr. Mayor and Council members

The Magnetawan Horticultural Society would like to make a couple of requests.

We would like to plant native wildflower seeds on the hill in front of the Lion's Pavilion. There would have to be some prep work done to prepare the area for planting. If this is allowed we would start preparing the area in early spring.

We would also like to plant a perennial bed and a pollinator garden in Ahmic Harbour. We are unsure of where these would be located, some guidance in this matter would be appreciated.

If you require more information, please contact Barb Stewart at 705-387-0219 or beaestewart@hotmail.com.

Thank you for your consideration.

Lorinda Makoviczki

Lorinda Makoviczki
Magnetawan Horticultural Society
Secretary

Re: Wildflower Information Hwy 520

Kerstin Vroom <Clerk@magnetawan.com>
Mon 2023-02-06 5:04 PM
To: Barbara Stewart <maghortsociety@gmail.com>
Awesome!! Will do:)

Thanks!
Kerstin

From: Barbara Stewart <maghortsociety@gmail.com>
Sent: February 6, 2023 4:40 PM
To: Kerstin Vroom <Clerk@magnetawan.com>
Subject: Wildflower Information Hwy 520

Hi Kerstin,

I received approval from the MTO earlier today.
If you would like to include this email with our letter to council, they will see that the MTO is fine with us going ahead with our project.

Thanks!
Barb

Sent from my iPad

Begin forwarded message:

> **From:** "Villneff, Diane (MTO)" <Diane.Villneff@ontario.ca>
> **Date:** February 6, 2023 at 1:23:02 PM EST
> **To:** Barbara Stewart <maghortsociety@gmail.com>
> **Subject: RE: Wildflower Information Hwy 520**
>
> Thank you Barbara
>
> Environmental has no concerns with the species listed however, please ensure no invasive species are present and if any are present it would be on the horticultural society to have them controlled and removed.
>
> Thank you very much for consulting with the Ministry prior to any works, it is greatly appreciated.

The Ministry has no concerns with the proposed planting of native wildflower seeds along the fence line of the Magnetawan Pavilion on Hwy 520 and no permits are required.

Thank you

Diane Villneff
Corridor Management Officer, Northeast Region
705 498-4458
Diane.Villneff@ontario.ca

From: Barbara Stewart <maghortsociety@gmail.com>
Sent: February 6, 2023 12:05 PM
To: Villneff, Diane (MTO) <Diane.Villneff@ontario.ca>
Subject: Re: Wildflower Information Hwy 520

CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Hi Diane,

Here is the list of Native Wildflower/Grass seeds that are to planted in the area we discussed.

Sideoats Grama, Purple Prairie Clover, Black Eyed Susan, Grey Headed & Pale Purple Coneflower, Wild Bergamot, Dotted Mint, Little Bluestem, Wild Columbine, Oxeye & Maximilian Sunflower, Canada Tick Trefoil, Lanceleaf Coreopsis, Yellow Wild Indigo, Butterfly Weed, Leadplant, Indian Grass, Anise Hyssop, Annual Ryegrass.

This selection grows in hot, dry conditions so I believe there will be no impact on drainage. The proposed area will not reach the ditch. The Municipality will cut any grass left to grow in the ditch as they have done in the past.

I look forward to hearing back from you.
Barbara Stewart
Sent from my iPad

On Feb 6, 2023, at 11:46 AM, Villneff, Diane (MTO) <Diane.Villneff@ontario.ca> wrote:

Good morning Barbara

Thank you for taking my call earlier to discuss the planting of native wildflowers along Hwy 520, Magnetawan.

Please submit details/names of the native wildflowers that are proposed so I can have our environmental section review

Much appreciated

Diane Villneff

Corridor Management Officer, Northeast Region
705 498-4458
Diane.Villneff@ontario.ca

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW NO. 2023 -

BEING A BY-LAW TO APPOINT A MUNICIPAL BY-LAW ENFORCEMENT OFFICER

WHEREAS Section 55 of the *Comprehensive Ontario Police Services Act, 2019, S.O. 2019, c. 1 - Bill 68* provides that a Municipal Council may appoint person(s) to enforce the By-laws of the municipality and such Municipal By-Law Enforcement officer(s) are Peace Officer(s) for the purpose of enforcing municipal By-laws;

AND WHEREAS Section 227 of the *Municipal Act S.O. 2001, as amended, Ch. 25,* authorizes Municipal Councils to pass By-Laws for appointing such officers and employees as may be necessary for the purposes of the Corporation/Municipality, for carrying into effect the provisions of any By-Law of the Council;

AND WHEREAS Section 15.1 of *the Building Code Act, S.O. 1992, Ch. 23*, as amended, authorizes Municipal Councils to pass By-Laws for Appointing a Property Standards Officer;

NOW THEREFORE the Council of the Corporation of the Municipality of Magnetawan enacts as follows:

1. **THAT** Jason Newman is hereby appointed as the Municipal By-Law Enforcement Officer.
2. **THAT** the title of Municipal By-law Enforcement Officer shall include the additional roles and responsibilities of Animal Control Officer, Livestock-Valuer, Weed Inspector, and Property Standards Officer.
3. **THAT** the Agreement attached hereto as Appendix "A" between The Municipal Corporation of the Township of Armour and The Corporation of the Municipality of Magnetawan be entered into by the municipality.
4. **THAT** the Mayor and the Clerk be authorized to execute all documentation necessary to fulfill the Agreement.
5. **THAT** the Agreement entered into between The Municipal Corporation of the Township of Armour and The Corporation of the Municipality of Magnetawan is herby ratified and confirmed, when signed by all parties.
6. **THAT** THE Clerk of the Township of Armour is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, sematic or descriptive nature o kind to the by-law and schedule(s) as may be deemed necessary after the passage of this bylaw, where such modifications or corrections do not alter the intent of the by-law.

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7. **THAT** the position of Municipal By-Law Enforcement Officer shall be considered a contract position; and therefore, will not be entitled to any other benefits of the Municipality except those as stipulated in the Contract Agreement.
8. **THAT** Jason Newman shall be deemed to be an Officer and Representative of the Municipal Corporation when acting in the scope of their duties.
9. **THAT** this By-law shall come into force and effect on the date of its passing.
10. **THAT** By-law 2021-62 and any other previously relevant by-law(s) be hereby repealed effective the date of passing of this By-law.

READ A FIRST, SECOND, AND THIRD TIME, passed, signed and the Seal of the Corporation affixed hereto, this 15th day of February 2023.

THE CORPORATION OF THE
MUNICIPALITY OF MAGNETAWAN

_____
Mayor

_____
Clerk

DRAFT

SERVICE AGREEMENT

BETWEEN

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

AND

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

WHEREAS the Township of Armour has hired a By-Law Enforcement Officer to provide services as described in the job description attached as Schedule "A" to this by-law;

AND WHEREAS the Township of Armour agrees to share the services of the By-Law Enforcement Officer with the Municipality of Magnetawan;

AND WHEREAS the Township of Armour and the Municipality of Magnetawan agree that the By-Law Enforcement Officer shall be an employee of the Township of Armour;

AND WHEREAS the Municipality of Magnetawan agrees to pay the Township of Armour for the costs involved in retaining the services of a By-Law Enforcement Officer, as per the terms of this agreement;

NOW THEREFORE the Township of Armour and the Municipality of Magnetawan agree as follows:

1. THAT the Municipality of Magnetawan shall use the By-Law Enforcement Officer for 10 hours per week during the term of this agreement. Every effort shall be made to ensure the availability of the By-Law Enforcement Officer, but it is recognized that the hours must remain flexible and that some hours may be required during weekends. The By-Law Enforcement Officer shall not perform any contract work which may place him/her in conflict.

2. THAT the Municipality of Magnetawan shall pay the Township of Armour the current rate at which the Township of Armour is remunerating the By-Law Enforcement Officer for each hour worked for their municipality, plus a 40% premium to cover the cost of benefits and vacation time, plus HST.

3. THAT the Municipality of Magnetawan shall pay for any mileage incurred by the By-Law Enforcement Officer while working for their municipality, at a rate listed in Schedule B of this agreement. Mileage billed shall be based on the daily log of the By-Law Enforcement Officer. Mileage shall be applicable from the By-Law Enforcement Officer's departure from the Township of Armour's municipal office at 56 Ontario Street, Burk's Falls, Ontario.

4. THAT the Municipality of Magnetawan agrees to share any other costs which may be generated by the By-Law Enforcement Officer position on the same percentage basis as the number of hours the By-Law Enforcement Officer does for the Municipality of Magnetawan.

5. THAT the Township of Armour shall invoice the Municipality of Magnetawan for a minimum of 10 hours per week on a monthly basis for the period completed. The

Township of Armour shall not invoice for more than 520 hours per year without the approval of the Municipality of Magnetawan.

6. THAT the Municipality of Magnetawan agrees to provide whatever administrative assistance is required in their respective office and will be responsible to provide office supplies required by the By-Law Enforcement Officer while working on their behalf.

7. THAT in the event of prosecution by or against the By-Law Enforcement Officer in the territorial jurisdiction of the each of the parties, each party shall be responsible for any costs arising from such legal proceedings, as well as legal representation of their own choosing.

8. THAT the Municipality of Magnetawan agree to maintain an insurance policy to and covering the By-Law Enforcement Officer and his/her related performance or non-performance of services, within its jurisdiction, for the entire term of this agreement. Proof of such insurance policy must be forwarded to the Township of Armour.

9. THAT the Municipality of Magnetawan agrees on behalf of themselves, their successors and assigns, to indemnify and save harmless the Township of Armour, its servants and agents from and against any actions, causes of actions, damages, suits, claims and demands whatsoever which may arise, either directly or indirectly, out of the performance or non-performance of the services provided herein and in connection with the carrying out of the provisions of the agreement.

10. THAT any dispute arising from the administration of this agreement shall be resolved by the Clerk of the Township of Armour. If the decision of the Clerk is not satisfactory to one of the parties, the matter can be referred to the Council of the Township of Armour.

11. THAT this agreement shall be in place from February 1, 2023 to December 31, 2026. Thereafter, it may be renewed by the parties on whatever mutually acceptable basis is determined.

12. Any party may cancel their participation in this agreement by serving the other parties, written notice of their intention, ninety (90) days in advance of the date of termination.

13. This agreement constitutes the entire agreement between the parties.

IN WITNESS THEREOF THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR HAS HEREUNTO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.

Dated at the Township of Armour

_____
MAYOR

this __th day of _____, 2023

_____
CLERK

IN WITNESS THEREOF THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN HAS HEREUNTO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.

Dated at the Municipality of Magnetawan

_____
MAYOR

this _____day of _____, 2023

_____
CLERK

DRAFT

POSITION DESCRIPTION
BY-LAW ENFORCEMENT OFFICER
October 2015

REPORTS TO:

Clerk-Administrator

POSITION PURPOSE:

The By-Law Enforcement Officer is responsible for enforcing municipal by-laws and providing public information to ensure the protection of residents, property and employees.

MAJOR DUTIES & RESPONSIBILITIES:

1. To provide a variety of inspection, advisory and enforcement services pertaining to legislation and to the by-laws of the municipality.

2. Designated as the Provincial Offences Officer under legislation for legal action on by-laws.

3. Respond to complaints regarding alleged violations, conducts investigations into allegations, urging self-compliance where possible through persuasive discussion and written correspondence to violators.

4. Provides information on by-laws and enforcement conditions.

5. Enforces by-laws through court action when necessary, including preparation of a proper crown brief, notification of witnesses and the issuance of a subpoena to ensure their presence in court.

6. Be prepared to do weekend or evening patrol to observe, make notes and be prepared to charge and give testimony in Provincial Offences Court.

7. Responsible for animal control in the municipality and to pick up dogs without tags and transport them to an animal shelter designated by the municipality.

8. Must have a system in place to receive complaints 24 hours a day as complaints shall be forwarded directly to the By-Law Enforcement Officer.

9. Performs such other related duties as may reasonably be required by the Treasurer/Deputy-Clerk.

10. Attends Council meetings as required.

EDUCATION / EXPERIENCE / SKILLS:

1. Must have successfully completed a relevant diploma from a recognized post-secondary institution or equivalent.

2. Successful completion of By-Law Compliance Enforcement and Investigative Skills Level 1 or equivalent.

3. Minimum 4 years related experience or field investigative experience.

4. Must have excellent verbal and written communication skills and ability to relate to elected officials, peers, and the public in a professional manner.

5. Must have a good understanding of regulatory by-laws legislation and rules.

6. Must have a good knowledge of investigation, note taking and evidence gathering techniques.

POSITION DESCRIPTION
BY-LAW ENFORCEMENT OFFICER
October 2015

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7. Must have a good knowledge of court processes and procedures and emergency response techniques.

8. Must have a valid G driver's license and access to a vehicle.

Independence of Action

This position requires the application of established guidelines, methods or procedures and includes a choice of methods.

Mental Effort

Variety of duties with frequent interruptions. Mental, visual and/or aural concentration required when, investigating, making notes or going to court.

Physical Effort

Work may involve physically draining and exhausting activities which may include providing assistance in emergency response situations and be involved in physically dangerous and confrontational situations.

Dexterity

The coordination of fine motor skills is required when operating office equipment, vehicles, taking notes, writing reports, etc.

Accountability

Actions could result in a minor loss of time or resources and could affect the work of others.

Safety of Others

A requirement of the position is to ensure the safety of residents, peers and employees.

Supervision

Supervisory responsibility is not normally part of the job requirement but there may be a requirement to show others how to perform tasks or duties.

Contacts

Has frequent contacts for investigations, discussions, often of a sensitive and confidential nature and needs to be able to influence and persuade a person or persons to co-operate and follow the legislation.

Working Conditions

Work is performed mostly outside with the unavoidable externally imposed conditions. Work involves dealing with difficult individuals and includes exposure to physically dangerous and confrontational situations.

The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position.

DRAFT

Appendix "A" – By-Law # -2023 – Page 5 of 5

Schedule "B" – By-law Enforcement Officer Agreement – Page 1 of 1

MILEAGE RATE POLICY

The rate of reimbursement of mileage expenses shall be as follows:

1. The base rate for reimbursement of mileage, as of the date of approval of this policy, shall be $ 0.54 per kilometer and shall be for the price of gasoline ranging from $0.00 to $1.39 per litre.

2. For the purpose of this policy, the price of gasoline per litre shall be the rate at the Shell Station located in Burk`s Falls, and shall be used on the first day of each and every month.

3. Increases from the $0.54 base rate shall be based on a $0.02 increase in the rate per kilometer for each $0.10 increments that gasoline prices increase, as per the schedule below. The minimum rate shall not be below the rate of $0.54 per kilometer unless approved by resolution by Council.

   Examples:

PRICE OF GASOLINE PER LITRE	RATE PER KILOMETER
From $0.00 to $1.39	$0.54
From $1.40 to $1.49	$0.56
From $1.50 to $1.59	$0.58
From $1.60 to $1.69	$0.60
From $1.70 to $1.79	$0.62
From $1.80 to $1.89	$0.64
From $1.90 to $1.99	$0.66
From $2.00 to $2.09	$0.68
From $2.10 to $2.19	$0.70
From $2.20 to $2.29	$0.72
From $2.30 to $2.39	$0.74
From $2.40 to $2.49	$0.76
From $2.50 to $2.59	$0.78
From $2.60 to $2.69	$0.80
From $2.70 to $2.79	$0.82
From $2.80 to $2.89	$0.84
From $2.90 to $2.99	$0.86
From $3.00 to $3.09	$0.88

DRAFT

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW NO. 2023 -

Being a By-law to establish a Committee of Adjustment for the Municipality of Magnetawan for 2023

WHEREAS Section 44(1) of the Planning Act, R.S.O. 1990, Chapter P.13, authorizes a municipality to constitute and appoint a Committee of Adjustment;

AND WHEREAS Section 44(3) of the Planning Act, R.S.O. 1990, Chapter P.13, the members of the committee who are members of a municipal council shall be appointed annually;

AND WHEREAS Section 45 (1) The committee of adjustment, upon the application of the owner of any land, building or structure affected by any by-law that is passed under section 34 or 38, or a predecessor of such sections, or any person authorized in writing by the owner, may, despite any other Act, authorize such minor variance from the provisions of the by-law, in respect of the land, building or structure or the use thereof, as in its opinion is desirable for the appropriate development or use of the land, building or structure, if in the opinion of the committee the general intent and purpose of the by-law and of the official plan, if any, are maintained;

AND WHEREAS Section 45 (3) A council that has constituted a committee of adjustment may by by-law empower the committee of adjustment to grant minor variances from the provisions of any by-law of the municipality that implements an official plan, or from such by-laws of the municipality as are specified and that implement an official plan, and when a committee of adjustment is so empowered subsection (1) applies with necessary modifications. R.S.O. 1990, c. P.13, s. 45 (3);

NOW THEREFORE the Council of the Corporation of the Municipality of Magnetawan hereby enacts as follows:

1. **THAT** the following persons, all of whom are members of Council, are hereby appointed as its members for the 2023 calendar year until the inauguration of the newly elected Council:
    - Sam Dunnett
    - John Hetherington
    - Bill Bishop
    - Jon Hind
    - Brad Kneller

2. THAT the Committee of Adjustment shall be hereby empowered with the authority to grant minor variances from the provisions of any by-law of the municipality that implements an Official Plan.

3. That the Clerk of the Municipality of Magnetawan is hereby appointed as the Secretary-Treasurer of the Committee of Adjustment. The Clerk may delegate to any employee of the Municipality of Magnetawan all, or a portion of, the duties of Secretary-Treasurer of the Committee of Adjustment.

4. **THAT** this By-law shall come into force and effect on January 01, 2023

READ A FIRST, SECOND AND THIRD TIME, passed, signed and the Seal of the Corporation affixed hereto, this 15th day of February 2023.

THE CORPORATION OF THE
MUNICIPALITY OF MAGNETAWAN

_____
Mayor

_____
CAO/Clerk

DRAFT

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW NO. 2023 -

BEING A BY-LAW TO ESTABLISH A SCHEDULE OF RETENTION PERIODS FOR RECORDS, DOCUMENTS AND OTHER PAPERS FOR THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

WHEREAS Section 254, of the *Municipal Act, 2001, S.O. 2001, c.25*, as amended, provides that a municipality shall retain and preserve the records of the Municipality and its local boards in a secure and accessible manner and, if a local board is a local board of more than one municipality, the affected municipalities are jointly responsible for complying with this subsection;

AND WHEREAS Section 255, of the *Municipal Act, 2001, S.O. 2001, c.25*, as amended, provides that a municipality may, subject to the approval of the Municipal Auditor, establish retention periods during which the records of the municipality and local boards of the municipality must be retained and preserved in accordance with Section 254;

NOW THEREFORE BE IT ENACTED BY THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN AS FOLLOWS:

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1. This By-law maybe be referred to as **"The Retention By-law"**

2. **DEFINITIONS**

"Auditor" means the person or firm appointed by the Council of the Municipality of Magnetawan from time to time to perform the annual audit of the records;

"Clerk" means the Municipal Clerk or their designate(s);

"Destroy" means the process of eliminating or deleting data, documents and records so that the recorded information no longer exists;

"Municipal Record(s)" means recorded information in any format or medium that documents the municipality's business activities, rights, obligations or responsibilities or recorded information that was created, received, distributed, or maintained by the municipality in compliance with a legal obligation;

"Record(s)" also known as **"Files"** as defined in the *Municipal Act* means information, however recorded, or stored, whether in printed form, on film, by electronic means or otherwise, including documents, financial statements, minutes, accounts, correspondence, memoranda, plans, maps, drawings, photographs, film, architectural drawings, email, machine readable records, and any other documentary material regardless of physical form or characteristics, and including "official records" and "transitory records";

"Retention Schedule" means a control document that describes the municipality's records at a series level and indicates the length of time that each series shall be retained before its final disposition. It specifies those records to be preserve for their archival or legal values and authorizes on a continuing basis the destruction of the remaining records after the lapse of a specified retention period or the occurrence of specified actions or events. Records retention schedules serve as the legal authorization for the disposal of the municipality's records;

"Transitory Records" means records kept solely for convenience of reference and of limited value in documentation the planning or implementation of Municipal Policy or programs such as:

a) Copies of miscellaneous notices or memoranda concerning routine administrative matters or other minor issues;
b) Information copies of widely distributed materials, such as minutes, agendas and newsletters, unless the information copy has been annotated to reflect significant input or for other program purposes;
c) Preliminary drafts of letters, memoranda or reports and other informal notes which do not represent significant steps in the preparation of a final document and which do not record decisions;
d) Duplicate copies of documents in the same medium which are retained only for convenience or future distribution;
e) Voice mail messages;
f) Email messages and other communications that do not relate to Municipal business;
g) Copies of publications, such as, published reports, administration manuals, telephone directories, catalogues, pamphlets or periodicals;
h) Duplicate stocks of obsolete publications, pamphlets or blank forms;
i) Unsolicited advertising materials, including brochures, municipal profiles and price lists.

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3. **RETENTION SCHEDULE**

a) The retention periods for the records of the Municipality of Magnetawan are stated in Schedule "A" which forms part of this By-law.
b) The Clerk is responsible for administering this By-law and will ensure that the retention periods set out in Schedule 'A" attached hereto comply with all relevant legal requirements for records retention.

4. **EMPLOYEE RESPONSIBILITIES**

a) All Municipal employees who create, work with, or manage records, will:
    i. Comply with the retention periods as specified in Schedule "A" attached hereto;

ii. Ensure that official records in their custody or control are protected from inadvertent destruction or damage; and

iii. Ensure the transitory records in their custody or control are destroyed when they are no longer needed for short-term reference.

5. That the Clerk of the Municipality of Magnetawan is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, semantic or descriptive nature or kind to the By-law and Schedule(s) as may be deemed necessary after the passage of this By-law, where such modifications or corrections do not alter the intent of the By-law;

6. By-law 2007-29 and any previously conflicting By-laws are hereby repealed.

READ A FIRST, SECOND, AND THIRD TIME, passed, signed and the Seal of the Corporation affixed hereto, this 15th day of February 2023.

THE CORPORATION OF THE
MUNICIPALITY OF MAGNETAWAN

_____
Mayor

_____
CAO/Clerk

Draft

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN
SCHEDULE "A" TO BY-LAW 2023-

RECORDS RETENTION SCHEDULE

If the record is not included in Schedule "A" it is considered to be a Transitory Record

CLERK'S RECORDS	YEARS TO BE RETAINED
Accessibility of Services (includes records relating to the accessibility of Municipal buildings, services, and information to disabled persons)	Seven (7) years
Agreements (if not part of a By-law, after completion)	Seven (7) years
Animal Control Files	Seven (7) years
Appointments	Seven (7) years
Committee Minutes (including Rough Notes)	Seven (7) years
Contracts (if not a part of a By-law, after completion)	Seven (7) years
Correspondence (General)	Seven (7) years
Election Records (includes returned notices, lists of official, voters list, nominations, election results, preliminary voters lists and advertising)	As per the *Elections Act*
Election Records Councillor and Candidates (includes financial forms, nomination records and oaths taken by Council members)	As per the *Elections Act*
Fence Viewers Awards and Files	Seven (7) years
Insurance Records (including claims, after expiry)	Seven (7) years
Licenses (Applications, after expiry)	Seven (7) years
Livestock Affidavits	Seven (7) years
Local Improvement Appeals and Notices (after Debenture finished)	Seven (7) years
O.H.R.P. Agreements	Destroyed After Loan Paid in Full
Petitions (Unless included in the Agenda Package)	Seven (7) years
Proposal, Quotations, Tender Files (Successful)	Seven (7) years
Proposal, Quotations, Tender Files (Unsuccessful)	Two (2) years
Agenda Packages (for Council and the Committees of Council)	Permanent
Annexation/Amalgamation Files (includes all records pertaining to the annexing and amalgamating of land adjacent to Municipal Lands to accommodate growth. Also includes amalgamation of the Municipality)	Permanent
Applications to Province	Permanent
Assessment Roll	Permanent
By-laws (Original)	Permanent
Cemetery Records (including Burial Permits, maps plot ownership records, interment registers, indexes, cemetery board documentation and related records to the property)	Permanent

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Civic/911 Addressing (includes records regarding requests for and assignment of new subdivision road dedications and other street names and numbers. May include correspondence, reports, drawing and copies of related By-laws)	Permanent
CLERK'S RECORDS	**YEARS TO BE RETAINED**
Leases (after expiration and if not part of a By-law)	Seven (7) years after the completion of the lease
Resolutions (includes resolutions from Council and Committees of Council)	Seven (7) years
Consents (includes records regarding the granting of severances to parcels of land including applications for severance and surveys)	Permanent
Court of Revision Records	Permanent
Deeds (if not part of a By-law)	Permanent
Easements (if not part of a By-law includes all records on Right of Ways and Easements concerning Municipal Ownership of private lands)	Permanent
CLERK'S RECORDS	**YEARS TO BE RETAINED**
Encroachments (includes all records regarding private properties encroaching on Municipal lands. Also includes surveys and any other related documentation)	Permanent
Facilities Construction and Renovations (includes records for the Planning and construction of Municipal facilities, site meetings, consultant reports and cost reports. Also includes architectural and engineering drawings)	Permanent
Ministry of the Environment (MOE) Certificates (includes records and correspondence relating to the Ministry of Environment and impacting the Municipality of Magnetawan)	Permanent
Minor Variances (includes the records related to the granting of minor variances to the Zoning By-law by the committee of adjustment)	Permanent
Minutes (Council Open and Closed)	Permanent
Notice of Change of Land Titles (if not part of a By-law)	Permanent
Official Plans (includes the official plan and amendments to the official plan, background reports, notes, and research, Also includes secondary plans and amendments, containing detailing objectives and policies concerning the planning, development, and specific redevelopment)	Permanent
Real Estate Files (if not part of a By-law)	Permanent
Site Plan Approval (Agreements and Applications)	Permanent
Subdivision Plans and Files	Permanent
Vital Statistics (includes registers of birth, death, and marriages within the Municipality	Permanent

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Zoning By-law (Amendment and Applications includes records regarding the granting of amendments to the Zoning By-law)	Permanent
FINANCIAL RECORDS	**YEARS TO BE RETAINED**
Account Receivable Ledger Cards	Seven (7) years
Bank Reconciliations	Seven (7) years
Bank Statements	Seven (7) years
Cash Books	Seven (7) years
Cash Payment Journal	Seven (7) years
Cheque Register	Seven (7) years
Cheque Stubs	Seven (7) years
Correspondence (General)	Seven (7) years
Debenture Register	Seven (7) years
Debenture Summaries	Seven (7) years
Debenture Working Papers	Seven (7) years
Deposit Book (Pass)	Seven (7) years
Deposit Slips	Seven (7) years
FINANCIAL RECORDS	**YEARS TO BE RETAINED**
Final Budgets (Operating and Capital)	Seven (7) years
Final Tax Billing	Seven (7) years
General Journal	Seven (7) years
Government Remittances	Seven (7) years
Investment Files	Seven (7) years after end of investment
Mortgage Lists	One (1) year
Municipal Tax Credits	Seven (7) years
Paid Accounts Summary Sheet	Seven (7) years
Paid (Cancelled) Cheques	Seven (7) years
Paid Debenture and Coupons (upon maturity)	Seven (7) years
Paid Invoices	Seven (7) years
Payroll Journal Register	Seven (7) years
Payroll Remittances	Seven (7) years
Petty Cash Vouchers	Seven (7) years
Posting and Distribution Journals	Seven (7) years
FINANCIAL RECORDS	**YEARS TO BE RETAINED**
Receipt Books	Seven (7) years
School Tax Credits	Seven (7) years
Subsidy and Tax Application Forms	Seven (7) years
Tax Arrears Listing	Seven (7) years
Tax Assistance Adjustment	Seven (7) years
Tax Collectors Certificate	Seven (7) years
Tax Receipts	Seven (7) years
Assets (includes the records regarding current and fixed assets, including inventories as well as records of initial expenditure, depreciation, amortization, and disposal)	Permanent

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Assessment Review Board (includes records relating to Requests for Consideration, Tax Credit Records, Assessment Review Bord decisions, etc.)	Permanent
Audited Financial Statements	Permanent
General Ledger	Permanent
Tax Roll and Records (includes taxation records of long-term importance, such as assessment rolls, tax sale records, tax sale deeds, property tax registrations and tax ledgers)	Permanent
HUMAN RESOURCES/PERSONNEL RECORDS	**YEARS TO BE RETAINED**
Bi-weekly Payroll Summary	Seven (7) years
Employees Income Tax Deductions	Seven (7) years
Garnishees (re: employees)	Seven (7) years
Medical Files	Seven (7) years
Overtime Sheets	Seven (7) years
Sick Leave	Seven (7) years
TD-1 Forms	Upon replacement
Timecards	Seven (7) years
Time Distribution Sheets	Seven (7) years
Time Sheets (Daily and Weekly)	Seven (7) years
U.I.C Records	Seven (7) years
HUMAN RESOURCES/PERSONNEL RECORDS	**YEARS TO BE RETAINED**
Disability Management (AODA) (includes all records related to AODA, accessibility standards, complying with standard, municipal accessibility, and Human Rights Code)	Permanent
Employees Personal History Files (including ROE's)	Permanent
Grievances/Harassment/Violence (includes records detailing with grievance, harassment and/or violence complaints by or against employees of the Municipality. It includes documents such as the complaint, investigation, reports, and final resolution)	Permanent
Health and Safety (includes records regarding the occupational health and safety of Staff. Includes accident reports, WSIB reports and information on Health and Safety Programs for Staff)	Permanent
Labour Relations – Employment Management (includes records regarding the relationship between labour and management. Includes collective bargaining, correspondence with unions and negotiations)	Permanent
Pension Records -OMERS (includes records detailing obligations to individuals under OMERS, includes pension information of retired personnel, including registration and records)	Permanent
Salary Planning – Pay Equity (includes records regarding the planning and scheduling of salaries, such as job evaluations, job	Permanent

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classification systems, salary surveys and schedules. Also includes any reference material retained regarding issues related to pay equity)	
T-4 (Slips and Summaries)	Permanent
W.S.I.B. Forms	Permanent
LEGAL RECORDS	**YEARS TO BE RETAINED**
Appeals and Hearings (includes all transcripts and related documentation regarding appeals, hearings, and legal proceedings. Includes final judgements. Includes zoning appeals, official plan appeals, and Committee of Adjustment appeals. Also includes orders issued by the Ontario Municipal Board (OMB), regulatory bodies and boards)	Permanent
By-Law Enforcement (includes records of municipal efforts to enforce by-laws such as order to comply, stop work order, working notes, correspondence, exhibits photographs etc.)	Permanent
Building and Structural Inspections (includes inspection reports such as building, plumbing, fire prevention and other structural inspections)	Permanent
Building Permits (includes permits issued to builders, contractions and residents giving them permission to build, renovate or demolish. Original permits to be filed with the tax roll file. Plans/Drawings may be filed separately with Code P10)	Permanent
Court Cases Claims Against The and Claims By the Municipality (includes all litigation made by other parties against the Municipality and all litigation made against other parties by the Municipality. Includes insurance claims and by-law enforcement and prosecution)	Permanent
Exchange of Land Files	Permanent
Heritage Preservation (includes records regarding heritage and historical development, includes the designations of building, districts, and cemeteries)	Permanent
LEGAL RECORDS	**YEARS TO BE RETAINED**
Land Acquisition and Sale (includes records regarding real estate transaction and conveyance of land whether through voluntary transactions or expropriation. Includes leases, deeds and expropriation plans, purchase letters and appraisals)	Permanent
Land Tribunal Notices of Decision (LPAT)	Permanent
Local Improvement Files (s.22, *Local Improvement Act*)	Permanent
Municipal Emergency Response (includes records of response issued by the Municipal, Provincial, or Federal Government associated with non-declared and declared emergencies, Records may include incident reports, status reports, situation reports, action plans, position logs, maps, resource requests and tracking, and event and status boards. Records of particularity significant	Permanent

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community emergencies such as infectious diseases, natural disasters, and environment exercises)	
Road Closing Files (includes all records regarding the sale or granting of municipal shore road or road allowances)	Permanent
Statement of Claims	Permanent
Writs	Permanent
PUBLIC WORKS RECORDS	**YEARS TO BE RETAINED**
Contract Files (upon completion of contract)	Seven (7) years
Equipment Distribution Sheets	Seven (7) years
Fuel Tickets	Seven (7) years
Gravel Tickets	Seven (7) years
Material Distribution Sheets	Seven (7) years
Monthly Road Reports	Seven (7) years
Public Works Contract Forms	Seven (7) years
Truck Hire (Time Reports and Summaries)	Seven (7) years
Vehicle Distribution Sheets	Seven (7) years
Weed Control Reports (until updated)	Seven (7) years
Bridges (includes estimates, studies, and other records regarding projects specifically for bridge construction, repairs, maintenance, and replacement)	Permanent
PUBLIC WORKS RECORDS	**YEARS TO BE RETAINED**
Contaminated Sites (includes site records and information on properties withing the municipality with contaminated soil sites)	Permanent
Hazardous Materials (includes information and reports on chemical and substances that pose fire hazards. Also include records dealing with toxic substances control, transportation, and effects, May include HAZMAT information)	Permanent
Landfill Monitoring (includes the consulting, monitoring surveys, and annual reports to MOECC)	Permanent
Road Construction Records (after completion includes records and studies regarding construction projects on roads. Includes the construction of new roads and major improvement s to existing roads, such as resurfacing, widening, bridges, road study, etc.)	Permanent
Road Design and Planning (includes estimates, studies and other records regarding the design and planning of specific road construction projects. Also includes design of curbs, sidewalks, cycle ways, footpaths, etc. Includes MTO and Highway 11 expansion records)	Permanent
Waste Management – Property File (includes all building permits, project notes, MOECC ECA Applications, MOECC ECA Approvals, documents, and related correspondence)	Permanent

Draft

Laura Brandt

From: Jessica Dion <jedion@bakertilly.ca>
Sent: February 7, 2023 8:57 AM
To: Laura Brandt
Cc: Kerstin Vroom
Subject: RE: draft Retention Bylaw

Categories: Red Category

Hey Laura,

No worries.

Looks good to me.

Jess

Jessica Dion, CPA, CA
Senior Manager / Chef d'équipe sénior
Baker Tilly SNT LLP/s.r.l.

bakertilly

D: 705-494-9336 x415 | F: 705-494-8783
1850 Bond Street, North Bay, Ontario, P1B 4V6
jedion@bakertilly.ca | bakertilly.ca

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From: Laura Brandt <lbrandt@magnetawan.com>
Sent: February 6, 2023 3:10 PM
To: Jessica Dion <jedion@bakertilly.ca>
Cc: Kerstin Vroom <Clerk@magnetawan.com>
Subject: RE: draft Retention Bylaw

Previous By-law

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN
BY-LAW NO. 2007 - 29

Being a By-law to establish a schedule of retention periods for records, documents and other papers of the Municipality of Magnetawan

---

WHEREAS Section 254, of the Municipal Act, 2001, S. O. 2001, c. 25, as amended, provides that a municipality shall retain and preserve the records of the municipality and its local boards in a secure and accessible manner;

AND WHEREAS Section 255, of the Municipal Act, 2001, S. O. 2001, c. 25, as amended, provides that a municipality may, subject to the approval of the municipal auditor, establish retention periods during which the records of the municipality and local boards of the municipality must be retained and preserved in accordance with Section 254;

NOW THEREFORE the Council of the Corporation of the Municipality of Magnetawan enacts as follows:

1. Short Title

1.1 This By-law may be referred to as "the Records Retention By-law".

2. Definition of "Record" (s. 1, Municipal Act, 2001, S. O. 2001, c. 25)

2.1 **"Record"** means information, however recorded or stored, whether in printed form, on film, by electronic means or otherwise, and includes documents, financial statements, minutes, accounts, correspondence, memoranda, plans, maps, drawings, photographs and films.

3. Retention Periods for Records

3.1 The retention periods for the records of the Municipality of Magnetawan are stated in Schedule "A" which forms part of this by-law.

4. Authority of the Municipal Clerk

4.1 The Clerk has the authority to destroy municipal records provided they have been retained until the retention period, as outlined in Schedule "A" of this by-law, has expired.

4.2 Even though the municipal retention period has been satisfied, permission must be obtained from Revenue Canada Taxation for the destruction of records dealing with income tax, unemployment insurance and pensions.

5. Repeal

By-law No. 9 - 1987 is hereby repealed.

READ A FIRST, SECOND AND THIRD TIME,
AND PASSED THIS 28TH DAY OF NOVEMBER, 2007

Dick Smith

Dick Smith, Mayor

Earl D. Evans

Earl D. Evans, CAO/Clerk

SCHEDULE "A"

MUNICIPALITY OF MAGNETAWAN
RECORDS RETENTION SCHEDULE

CLERK'S RECORDS

Record	Years to be retained
By-laws (Original)	permanent
Council Minute Book	permanent
Birth Register	permanent
Death Register	permanent
Assessment Roll	permanent
Leases (after expiration and if not part of a by-law)	permanent
Resolutions	permanent
Ontario Municipal Board Records (with by-law)	permanent
Property Files	permanent
Local Improvement Book	permanent
Council Resolutions	permanent
Cemetery Records	permanent
Burial Permits	permanent
Historical Correspondence	permanent
Annexation Files	permanent
Street Closing Files (with by-law)	permanent
Destroyed Records Files	permanent
Contracts (if not part of by-law)	six (6) years
Agreements (if not part of by-law/or inactive)	six (6) years
General Correspondence	six (6) years
Correspondence Register	six (6) years
Licences (after expiry)	six (6) years
Licence Applications	six (6) years

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MUNICIPALITY OF MAGNETAWAN
RECORDS RETENTION SCHEDULE

CLERK'S RECORDS

Record	Years to be retained
Insurance Records (after expiry)	six (6) years
Insurance Claims	six (6) years
Deeds (if not part of by-law)	permanent
Easements (if not part of by-law)	permanent
Franchises (if not part of by-law)	permanent
Mortgage Files (if not part of by-law)	permanent
Option Files (if not part of by-law)	permanent
Court of Revision Records	permanent
Voter's List	six (6) years
Census Reports	six (6) years
Committee Minutes	six (6) years
Petitions	six (6) years
Returned Notices	permanent
Agendas	six (6) years
Council Minutes (rough notes)	six (6) years
Committee Minutes (rough notes)	six (6) years
Notice of Change of Land Titles (if not part of by-law)	permanent
Applications to Province (re: projects)	permanent
Real Estate Files (if not part of by-law)	permanent
Registered Letters	six (6) years
Appointments	six (6) years
Documents Supporting Original Minutes	permanent
Briefs and Reports to Council	six (6) years

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MUNICIPALITY OF MAGNETAWAN
RECORDS RETENTION SCHEDULE

CLERK'S RECORDS

Record	Years to be retained
Liquor Vote Records	six (6) years
Ministry of the Environment Certificates	six (6) years
Annual Requests of Local Boards	six (6) years
Livestock Affidavits	six (6) years
Fence Viewers Files	six (6) years
Fence Viewers Awards	six (6) years
Planning Board of Planning Committee Minutes	permanent
Subdivision Plans	permanent
Reference Plans	permanent
Site Plan Approval - Agreements	permanent
Zoning By-law	permanent
Zoning By-law Amendments	permanent
Land Surveys	permanent
Contour Maps	permanent
Base Maps - Original	permanent
Aerial Photographs	permanent
Condominium Approvals	permanent
O.M B. Hearing Files	permanent
O.H.R.P. Agreements	permanent
Property Standards By-law	permanent
Maintenance and Occupancy By-law	permanent
Subdivision Files (after final approval)	permanent
Zoning Amendment Applications	permanent
Zoning By-laws - Copies	permanent

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MUNICIPALITY OF MAGNETAWAN
RECORDS RETENTION SCHEDULE

CLERK'S RECORDS

Record	Years to be retained
Site Plan Approval - Applications	permanent
Condominium Applications (after approval)	permanent
Zoning Files	until decision is made
Zoning By-law Enforcement Files	until acted upon
O.H.R P. Files (after agreement)	until loan fully paid
Assets - Permanent Files	permanent
Tender Purchase Quotations	seven (7) years
Major Successful Tenders	seven (7) years
Minor Successful Tenders	seven (7) years
Stores Invoices	seven (7) years
Vendor's Contracts	six (6) years
Tender Files	six (6) years
Rental and Service Agreements	six (6) years
Year End Inventory Count Sheet	six (6) years
Unsuccessful Tenders	two (2) years
Packing Slips	two (2) years
General Street Files	permanent
Animal Control Files	two (2) years
Local Improvement Notices (after debenture finished)	two (2) years
Local Improvement Appeals (after debenture finished)	two (2) years
Election Records	as per Election Act
Nomination Papers	as per Election Act

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MUNICIPALITY OF MAGNETAWAN
RECORDS RETENTION SCHEDULE

FINANCIAL RECORDS

Record	Years to be retained
Audited Financial Statements	permanent
General Ledger	permanent
General Journal	permanent
Debenture Register	permanent
Cash Payment Journal	permanent
Cheque Register	permanent
Tax Roll	permanent
Tax Sales - Deeds	permanent
Tax Registration Records	permanent
Cost Statements	permanent
Annual Reports	permanent
Bank Statements	ten (10) years
Final Tax Billing	ten (10) years
Paid (Cancelled) Cheques	ten (10) years
Bank Debit and Credit Memos	ten (10) years
Deposit Slips	ten (10) years
Final Budgets - Operating	seven (7) years
Final Budgets - Capital	seven (7) years
Tax Ledger Cards	permanent
Paid Debenture and Coupons (upon maturity)	seven (7) years
Paid Invoices	seven (7) years
Paid Accounts Summary Sheet	seven (7) years
Budget Estimates Working Papers	seven (7) years
Tax Collectors Certificate	seven (7) years

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MUNICIPALITY OF MAGNETAWAN
RECORDS RETENTION SCHEDULE

FINANCIAL RECORDS

Record	Years to be retained
General Correspondence	seven (7) years
Receipt Books	seven (7) years
Cheque Stubs	seven (7) years
Cash Books	permanent
Deposit (Pass) Book	seven (7) years
Accounts Receivable Ledger Cards	seven (7) years
Tax Receipts	seven (7) years
Debenture Working Papers	seven (7) years
Debenture Summaries	seven (7) years
Posting and Distribution Journals	permanent
Tax Arrears Listings	permanent
Subsidy and Tax Application Forms	six (6) years
Investment Files	six (6) years
Municipal Tax Credits	five (5) years
School Tax Credits	five (5) years
Tax Assistance Adjustment	five (5) years
Farms Credits	five (5) years
Petty Cash Vouchers	two (2) years
Bank Reconciliation's	seven (7) years
Mortgage Lists	one (1) year

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MUNICIPALITY OF MAGNETAWAN
RECORDS RETENTION SCHEDULE

LEGAL RECORDS

Record	Years to be retained
Legal Opinions	permanent
Legislation - Private Acts	permanent
Court Cases	permanent
Agreements	twenty (20) years
Writs	twenty (20) years
Statements of Claims	twenty (20) years
Notices of Claims	twenty (20) years
Expropriation Files (as per The Expropriation Act)	permanent
Purchase of Land Files	permanent
Sale of Land Files	permanent
Exchange of Land Files	permanent
Road Closing Files	permanent
Road Dedication Files	permanent
Road Widening Files	permanent
Local Improvement Files (s. 22, Local Improvement Act)	permanent
Notices of Application to the Ontario Municipal Board	permanent

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MUNICIPALITY OF MAGNETAWAN
RECORDS RETENTION SCHEDULE

PERSONNEL RECORDS

Record	Years to be retained
Payroll Journal	permanent
Employees Personal History Files	permanent
Job Application - Those hired	permanent
Compensation Case Records	permanent
Oaths of Office	permanent
Individual Earning records	permanent
T-4 Summaries	permanent
Sick Leave	seven (7) years
Garnishees re: employees	seven (7) years
Time Cards	seven (7) years
Employees Income Tax Deductions	seven (7) years
W.S.I.B. Forms	permanent
Job Descriptions	seven (7) years
Overtime Sheets	seven (7) years
Car Allowance Sheets	seven (7) years
T-4 Slips	permanent
Time Distribution Sheets	seven (7) years
U. I. C. Records	seven (7) years
Bi-weekly Payroll Summary	seven (7) years
Daily Time Sheets	seven (7) years
Weekly Time Sheets	seven (7) years
O.H.I.P., O.H.S.C., Medical, etc. files	seven (7) years
Job Applications - those not hired	two (2) years
TD-1 Forms	upon replacement

..9

MUNICIPALITY OF MAGNETAWAN
RECORDS RETENTION SCHEDULE

PUBLIC WORKS RECORDS

Record	Years to be retained
Road Construction Records (after completion)	eight (8) years
Truck Hire - Time Reports	seven (7) years
Truck Hire - Summaries	seven (7) years
Contract Files (upon completion of contract)	seven (7) years
Vehicle Distribution Sheets	six (6) years
Equipment Distribution Sheets	six (6) years
Labour Distribution Sheets	six (6) years
Material Distribution Sheets	six (6) years
Roads Ledgers	seven (7) years
Public Works Contract Forms	six (6) years
Monthly Road Reports	five (5) years
Fuel Tickets	two (2) years
Gravel Tickets	one (1) year
Weed Control Reports (until updated)	one (1) year

...10

MUNICIPALITY OF MAGNETAWAN
MUNICIPAL AUDITOR APPROVAL

1. The Municipal Auditor shall review the retention periods for municipal records outlined in Schedule "A" which forms part of this by-law.

2. Upon his approval of Schedule "A" he shall endorse his name on Schedule "B" of the by-law.

_____
Michael D. Turner, Auditor

_____
Date

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, June 22, 2022, via teleconference. Audio live streaming of the proceedings was provided for the public.

PRESENT:	
Nipissing District:	
Central Appointee	Nancy Jacko *(Chairperson)*
Central Appointee	Tanya Vrebosch
Eastern Appointee	Dean Backer
Western Appointee	Dan Roveda
Parry Sound District:	
Northeastern Appointee	Blair Flowers
Southeastern Appointee	Marianne Stickland
Western Appointee	Jamie McGarvey
Public Appointees:	
ALSO IN ATTENDANCE:	
Medical Officer of Health/Executive Officer	Dr. Chirico
Public Health Physician	Dr. Carol Zimbalatti
REGRETS:	
Central Appointee	Dave Butti
Central Appointee	Stuart Kidd *(Vice-Chairperson)*
Central Appointee	Scott Robertson
Public Appointee	Gary Guenther
RECORDER:	
Management Administrative Assistant	Sheri Beaulieu

1.0 CALL TO ORDER

The Board of Health joined the meeting both in person and via Team video conference. Live streaming of the meeting was available to the media and public through a link provided on the Health Unit's website.

The Chairperson called the Board of Health meeting to order at 5:36 p.m.

2.0 APROVAL OF THE AGENDA

The agenda for the June 22, 2022, Board of Health meeting was reviewed, and the following motion was read:

Board of Health Resolution #BOH/2022/06/01 *Stickland/McGarvey

***Be It Resolved**, that the Board of Health Agenda, dated June 22, 2022, be approved.*

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	X			Jamie McGarvey	X		
Dave Butti	R			Scott Robertson	R		
Blair Flowers	X			Dan Roveda	X		
Gary Guenther	R			Marianne Stickland	X		
Nancy Jacko	X			Tanya Vrebosch	X		
Stuart Kidd	R						

"Carried"

3.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

4.0 APPROVAL OF PREVIOUS MINUTES

4.1 Board of Health Minutes – May 25, 2022

The minutes from the Board of Health meeting held on May 25, 2022, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2022/06/02 *McGarvey/Stickland

***Be It Resolved**, that the minutes from the Board of Health meeting held on May 25, 2022, be approved as presented.*

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	X			Jamie McGarvey	X		
Dave Butti	R			Scott Robertson	R		
Blair Flowers	X			Dan Roveda	X		
Gary Guenther	R			Marianne Stickland	X		
Nancy Jacko	X			Tanya Vrebosch	X		
Stuart Kidd	R						

"Carried"

5.0 DATE OF NEXT MEETING

Date: September 28, 2022

Time: to be determined
Place: to be determined

6.0 BUSINESS ARISING

There was nothing under Business Arising.

7.0 REPORT OF THE MEDICAL OFFICER OF HEALTH

The Report of the Medical Officer of Health for the June 22, 2022, meeting was presented to the Board of Health for information purposes.

An additional verbal update from the Medical Officer of Health was also provided. The verbal update included the following:

- The general direction of COVID-19 is downward in all indices
- Confirmation of vaccine availability for the 6 months to under 5 cohort remains pending
- Planning for a Fall COVID-19 immunization campaign is underway
- There are currently 33 cases of Monkeypox in Ontario at present, with the majority of cases in the GTA; there are currently no cases in the Health Unit district
- The Monkeypox case has slowed with no new cases lately

In follow up to questions from the Board, the following was provided:

- Individuals that have been vaccinated can still contract COVID-19, but the vaccine helps with a less severe impact of the virus and with keeping people out of hospital, ICUs, or dying
- While Health Unit programs and services are slowly transitioning back to regular activities, the backlog in some areas is substantial and not even close to caught up
- To ensure full-time staff can utilize vacation time and to ensure programming is not interrupted, the Health Unit has kept on a number of casual staff to assist with program coverage

The Board of Health expressed their appreciation for all staff, management, and volunteers and the work that has been done throughout the COVID-19 pandemic.

8.0 BOARD COMMITTEE REPORT

8.1 Finance and Property Committee

A Finance and Property Committee meeting was held prior to the Board of Health meeting.

The following motion was read:

Board of Health Resolution #BOH/2022/06/03 *McGarvey/Stickland

Whereas, *the North Bay Parry Sound District Health Unit received funding for 2022 from the Ministry of Health (Ministry); and*

Whereas, *the Board of Health must approve all funding from the Ministry in order to receive the transfer payments; and*

Whereas, *amendments to the previously approved funding affect the Total Shareable Base; and*

Whereas, *the following three options were provided for consideration:*

1. *That the excess 2022 municipal levy be reduced by $79,836, prorated by population,*
2. *That the excess 2022 municipal levy be deposited to the Municipal Reserve, or*
3. *That the excess 2022 municipal levy be used to fund 2022 costs at 100% for the Adult Dental program to reduce the wait list.*

Therefore Be It Resolved, *that on the recommendation of the Finance and Property Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve the reconciled 2022 Board of Health budget with Net Expenses for $26,018,017; and*

Furthermore Be It Resolved, *on the recommendation of the Finance and Property Committee that the Board of Health proceed with option 3.*

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	X			Jamie McGarvey	X		
Dave Butti	R			Scott Robertson	R		
Blair Flowers	X			Dan Roveda	X		
Gary Guenther	R			Marianne Stickland	X		
Nancy Jacko	X			Tanya Vrebosch	X		
Stuart Kidd	R						

"Carried"

9.0 CORRESPONDENCE

Board of Health correspondence listed for the June 22, 2022, meeting is made available for review by Board members in the Board of Health online portal.

10.0 NEW BUSINESS

10.1 Meeting Schedule 2022 - Revised

Revision of the previously approved meeting schedule was required. The following motion was read:

Board of Health Resolution #BOH/2022/06/04 * Stickland/McGarvey

Whereas, *that in accordance with Board of Health Bylaw Section II, #18, the Board of Health approved the regular meeting schedule for the year 2022, at the January 26, 2022, Board meeting, and subsequently revised at the April 27, 2022, Board of Health meeting; and*

Whereas, *revisions to the previously approved Board of Health meeting scheduled were required as follows:*

DATE	MEETING	TIME
January 26 *This date is carried over from the 2021 approved schedule: for information only	Finance and Property Committee Board of Health Meeting	5 – 7 p.m.
February 23	Board of Health	5 – 7 p.m.
April 27	Finance and Property Committee Board of Health	5 – 7 p.m.
May 25	Personnel Policy, Labour/Employee Relations Committee Board of Health	5 – 7 p.m.
June 22	~~Personnel Policy, Employee/Labour Relations Committee~~ Finance and Property Committee Board of Health	5 – 7 p.m.
September 28	Personnel Policy, Employee/Labour Relations Committee Finance and Property Committee Board of Health	5 – 7 p.m.
November 23	Board of Health	5 – 7 p.m.
November 30	Finance and Property Committee Board of Health	5 – 7 p.m.
January 25, 2023	Finance and Property Committee Board of Health	5 – 7 p.m.

Now Therefore Be It Resolved, *that in accordance with Section 18 of the Board of Health Bylaws that the Board of Health for the North Bay Parry Sound District Health Unit approve revisions to the 2022 Board of Health meeting schedule, as presented.*

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:

Dean Backer	X	Jamie McGarvey	X
Dave Butti	R	Scott Robertson	R
Blair Flowers	X	Dan Roveda	X
Gary Guenther	R	Marianne Stickland	X
Nancy Jacko	x	Tanya Vrebosch	X
Stuart Kidd	R		

"Carried"

11.0 IN CAMERA

11.1 Labour Relations or Employee Negotiations

The following motion was read:

Board of Health Resolution #BOH/2022/06/05 * McGarvey/Stickland

Be It Resolved, *that the Board of Health move in camera at 5:51 p.m. to discuss item #11.1, Labour Relations or Employee Negotiations.*

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	R			Jamie McGarvey	X		
Dave Butti	R			Scott Robertson	R		
Blair Flowers	X			Dan Roveda	X		
Gary Guenther	R			Marianne Stickland	X		
Nancy Jacko	X			Tanya Vrebosch	X		
Stuart Kidd	R						

"Carried"

Dean Backer excused himself from the Board of Health meeting at 5:52 p.m.

At the close of the in camera session, the following motion was read:

Board of Health Resolution #BOH/2022/06/06 * Stickland/McGarvey

Be It Resolved, *that the Board of Health rise and report at 6:10 p.m.*

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	R			Jamie McGarvey	X		

Dave Butti	R	Scott Robertson	R
Blair Flowers	X	Dan Roveda	X
Gary Guenther	R	Marianne Stickland	X
Nancy Jacko	X	Tanya Vrebosch	X
Stuart Kidd	R		

"Carried"

Direction was provided; there was nothing further to report.

12.0 ADJOURMENT

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 6:10 p.m.

Original Signed by Nancy Jacko	*2022/09/28*
Chairperson/Vice-Chairperson	Date (yyyy/mm/dd)

Original Signed by Sheri Beaulieu	*2022/09/28*
Sheri Beaulieu, Recorder	Date (yyyy/mm/dd)

Central Almaguin Planning Board
MINUTES
Wednesday, December 7, 2022
At the Village of South River Municipal Office located at
63 Marie Street, South River (705-386-2573)

Board Meeting Minutes for December 7, 2022 – 5:30 p.m.

Attending:

Vice Chair	Magnetawan Member Sam Dunnett	South River	Member Jim Coleman
Machar	Member Lynda Carleton	Strong	Member Jeff McLaren
Chair	Provincial Member John MacLachlan	Joly	Member Chris Nicholson
Sundridge	Member Jim MacLachlan		

Secretary-Treasurer: Christine Hickey

Guests (Virtually)- Dave McAllister, Steve Ferrante, Fred Boyes, Gary Boyes, Ted Williams, Martin Minor

1. The Chair called the meeting to order at 5:30 p.m.

2. Declaration of Pecuniary Interests - None

3. Minutes of the November 2, 2022

   Res #1 Sam Dunnett-Jim Coleman
   BE IT RESOLVED THAT this Board does hereby adopt the minutes of Wednesday, November 2, 2022; as written. **CARRIED**

4. Payment of December Accounts:

   Res #1 Jeff McLaren-Lynda Carleton
   BE IT RESOLVED THAT this Board does hereby approve payment of the December Accounts:
   Ch# 511 – Ch# 521 – Board Member and Secretary-Treasurer Meeting Honorarium
   Ch# 522 - Village of South River – Rent for December 2022 - $320.15
   Ch# 523 - Christine Hickey – Wages (November 2 – November 30 – 30.5 hours)
   Ch# 524 – Municipal Planning Services – Application Review – Invoices: 6232, 6233, 6234, 6235, 6236 - $1635.68
   Ch# 525 – Christine Hickey – Postage and Office Supplies - $193.75
   Ch# 526 – Deposit Refund B003/22 Lount – Kenneth Pletz - $374.55
   Online CRA Payments for October ($114.37) **CARRIED**

5. Decisions on the following Files

B022/22 Strong – Part Lot 20, Concession 11

The Chair confirmed that no comments were received and if there were any questions or comments from those attending electronically. There was no further discussion on the application.

Res #3 Sam Dunnett-Chris Nicholson
Be it resolved that this Board does hereby approve File B022/22 Strong

That this approval applies to create two (2) lots which will have:
Lot 1: 85.5m (+/-) Frontage on Adams Road with a Depth of 325m (+/-) and an area of 2.7ha (+/-)
Lot 2: 77.5m (+/-) Frontage on Albert Street with a Depth of 400m (+/-) and an area of 3.1ha (+/-)
Retained lot will be an area of 6.3 ha (+/-)

The subject lands are located at Con 11, Part Lot 20, Township of Strong, District of Parry Sound.

The Board requires that all conditions of draft approval from the Central Almaguin Planning Board and the Township of Strong must be met before the deeds can be stamped and final approval given. **CARRIED**

B023/22 South River – Part Lot 5, Concession 2 – Part 1

The Chair confirmed that no comments were received and if there were any questions or comments from those attending electronically. There was no further discussion on the application.

Res #4 Jim Coleman-Jeff McLaren
Be it resolved that this Board does hereby approve File B023/22 South River

That this approval applies to a lot addition which will

Add 4.0 ha (+/-) along with a 20.117 m (+/-) right of way to Part 2, Plan 42R-11419. Retained lot will be an area of 20 ha (+/-).

The subject lands are located at Con 2, Part Lot 5, Village of South River, District of Parry Sound.

The Board requires that all conditions of draft approval from the Central Almaguin Planning Board and the Village of South River must be met before the deeds can be stamped and final approval given. **CARRIED**

B024/22 South River – Part Lot 5, Concession 2 – Part 2

The Chair confirmed that no comments were received and if there were any questions or comments from those attending electronically. There was no further discussion on the application.

Res #5 Sam Dunnett-Lynda Carleton
Be it resolved that this Board does hereby approve File B024/22 South River

That this approval applies to create one (1) lot which will have:

78m (+/-) Frontage on Highway 124, with a Depth of 97.9m (+/-) and an area of 0.76ha (+/-), retained lot will be an area of 8.08ha (+/-).

The subject lands are located at Con 2, Part Lots 5, Village of South River, District of Parry Sound.

The Board requires that all conditions of draft approval from the Central Almaguin Planning Board and the Village of South River must be met before the deeds can be stamped and final approval given. **CARRIED**

B025/22 Joly – Lot 1, Concession 11

The Chair confirmed that no comments were received and if there were any questions or comments from those attending electronically. The Board requested the Secretary-Treasurer to confirm, that a statement about noise from gravel pit operations being audible, could be registered on title. There was no further discussion on the application.

Res #6 Chris Nicholson-Jeff McLaren
Be it resolved that this Board does hereby approve File B025/22 Joly

That this approval applies to create two (2) lots which will have:

Lot 1: 125.5m (+/-) Frontage on Joly Strong Road with a Depth of 400.35m (+/-) and an area of 5ha (+/-)

Lot 2: 125m (+/-) Frontage on Joly Strong Road with a Depth of 399.93m (+/-) and an area of 5ha (+/-)

Retained lot will be an area of 15.4 ha (+/-)

The subject lands are located at Con 11, Lots 1, Municipally known as 692 Forest Lake Road, Township of Joly, District of Parry Sound.

The Board requires that all conditions of draft approval from the Central Almaguin Planning Board and the Township of Joly must be met before the deeds can be stamped and final approval given. **CARRIED**

B026/22 Magnetawan – Lot 7, Concession 11

The Chair confirmed that no comments were received and if there were any questions or comments from those attending electronically. There was no further discussion on the application.

Res #7 Jeff McLaren-Jim Coleman
Be it resolved that this Board does hereby approve File B026/22 Magnetawan

That this approval applies to create two (2) lots which will have:

Lot 1: 68m (+/-) Frontage on Halls Road East with a Depth of 147m (+/-) and an area of 1.0ha (+/-)

Lot 2: 200m (+/-) Frontage on Halls Road East with a Depth of 500m (+/-) and an area of 10.0ha (+/-)

Retained lot will be an area of 29 ha (+/-)

The subject lands are located at Con 11, Lot 7, Township of Magnetawan, District of Parry Sound.

The Board requires that all conditions of draft approval from the Central Almaguin Planning Board and the Township of Magnetawan must be met before the deeds can be stamped and final approval given. **CARRIED**

6. New Files

B027/22 Strong – Part Lot 4, Concession 1

The Board accepted the new application and directed the Secretary-Treasurer to proceed with the Notice of a Public Meeting.

7. Follow-up/New Items

7.1 Appointment of Chair and Vice Chair for 2023

Res #8 Chris Nicholson-Jeff McLaren
Be it resolved that the Central Almaguin Planning Board does hereby appoint John MacLachlan as Chair and Sam Dunnett as Vice Chair of the Central Almaguin Panning Board for an interim period;

AND THAT this appointment be effective January 1, 2023 **CARRIED**

7.2 Central Almaguin Planning Board – Revised Operating Guidelines – Draft

Revised Operating guidelines will be further discussed at a future meeting.

7.3 Consent Policies for Unorganized Townships as prepared by Robert Miller
Re: Confirmation on usage of Policies Previously Prepared

The Secretary-Treasurer confirmed with the Board that the previous resolution passed by the board at the March 2, 2022 meeting be rescinded as the consent polices were not implemented due to the Boards legal opinion received that indicated a restricted area by-law was not recommended as the Board does not have an Official Plan. The Secretary-Treasurer will bring the matter to the next meeting.

7.4 Ministry of Municipal Affairs and Housing
Re: 2022-2023 Transfer Payment Agreement for Delivery of Planning Services

Res #9 Jim Colman-Jeff McLaren
Be it resolved that the Central Almaguin Planning Board does hereby authorize the Chair and Secretary-Treasurer to execute the 2022-2023 Transfer Payment Agreement for Delivery of Planning Services. **CARRIED**

7.5 Ministry of Municipal Affairs and Housing 2023
Re: 2022-2023 Special Case Business Funding Application

Res #10 Chris Nicholson-Lynda Carleton
Be it resolved that the Central Almaguin Planning Board does hereby direct the Secretary-Treasurer to submit a Special Case Business Funding application to the Ministry of Municipal Affairs and Housing for the implementation of updated assessment mapping. **CARRIED**

7.6 Consent Application B019/22 Machar (Update)
Re: Minor amendment to decision – 748 m of Frontage is on Bray Lake and -access to lot is from Riding Ranch Road.

Res #11 Sam Dunnett-Jim Coleman
Be it resolved that the Central Almaguin Planning Board does hereby approve minor amendment to Consent Decision B019/22 Machar to read 748 m of lot frontage on Bray Lake instead of Riding Ranch Road. **CARRIED**

8. Correspondence - None

9. Adjournment

Res #12 Jim MacLachlan-Sam Dunnett

BE IT RESOLVED THAT this Board does hereby adjourn until Wednesday, January 11, 2023 or at the call of the Chair. **CARRIED**

Central Almaguin Planning Board
MINUTES
Wednesday, January 11, 2023
At the Village of South River Municipal Office located at
63 Marie Street, South River (705-386-2573)

Board Meeting Minutes for January 11, 2023 – 5:30 p.m.

Attending:

Vice Chair	Magnetawan Member Sam Dunnett	South River	Member Jim Coleman
Machar	Member Lynda Carleton	Strong	Member Jeff McLaren
Chair	Provincial Member John MacLachlan	Joly	Member Chris Nicholson
Sundridge	Member Jim MacLachlan		

Secretary-Treasurer: Christine Hickey

Guests (Virtually)- Dave McAllister, Peter Benninger, Fred Boyes, Gary Boyes

1. The Chair called the meeting to order at 5:30 p.m.

2. Declaration of Pecuniary Interests - None

3. Appointment of Secretary-Treasurer

   Res #1 Jeff McLaren-Lynda Carleton
   BE RESOLVED THAT this Board does hereby appoint Christine Hickey as the Secretary-Treasurer for the Central Almaguin Planning Board for 2023. **CARRIED**

4. Minutes of the December 7, 2022

   Res 2 Jim Coleman-Sam Dunnett
   BE RESOLVED THAT this Board does hereby adopt the minutes of Wednesday December 7, 2022; as written. **CARRIED**

5. Payment of January Accounts:

   Res 3 Jeff McLaren-Jim MacLachlan
   BE RESOLVED THAT this Board does hereby approve payment of the January Accounts:

   Ch# 511 - Village of South River – Rent for January 2023 - $320.15
   Ch# 512 - Christine Hickey – Wages (December 7 – December 28 – 21 hours)
   Online CRA Payments for December ($130.59) **CARRIED**

5. Decisions on the following Files

B027/22 Strong – Part Lot 4, Concession 1

Comments were received from the Township of Armour indicating:

The proposed consent is within the MOE 1000m potential influence area of the licensed Dingman pit in Armour. Studies are required under Section D4.2.1(h) of the Strong OP and Section 3.7(e) of the Armour OP.

The above Comment was forwarded to the owner/agent and to the Township of Strong.

The Chair confirmed that no additional comments were received and if there were any questions or comments from those attending electronically. No further comments on the application were received.

Discussion ensued and a decision on this application will be deferred at this time until an update is provided on this matter.

6. New Files - None

7. Follow-up/New Items

7.1 Central Almaguin Planning Board – Revised Operating Guidelines – Draft

A copy of the revised operating guidelines was provided to Board for review. Discussion on draft document will be scheduled for the February 1, 2023 Meeting.

7.2 Consent Policies for Unorganized Townships as prepared by Robert Miller
Re: Rescind Motion from March 2, 2022 regarding approval to proceed with Restricted Area By-law.

Mr. Benninger requested clarification on the restricted area by-law and the reason the previous resolution was being rescinded.

Res 4 Sam Dunnett-Jim Coleman
BE IT RESOLVED THAT this Board does hereby rescind Resolution # 4 dated March 2, 2022 regarding the proposal received by Robert Miller for the creation of a restricted area By-law for the unorganized townships within the Boards jurisdiction, as a result of the comments received from both the Ministry of Municipal Affairs and Housing and our legal review. **CARRIED**

7.3 Consent Application B018/22 Magnetawan
Re: Minor amendment to decision – Increase of lot area from 487 m to 924 m and area from 10 ha to 11.9 ha

Res 5 Lynda Carleton-Jim Coleman
BE IT RESOLVED THAT this Board does hereby approve a minor amendment to Consent Decision B018/22 Magnetawan to increase the lot area from 487 m to 924 m and the area from 10 ha to 11.9 ha.

AND THAT this change is due to the recommendation noted within the Environmental Impact Study. **CARRIED**

8. Correspondence - None

9. Adjournment

Res 6 Chris Nicholson-Jeff McLaren

BE IT RESOLVED THAT this Board does hereby adjourn until Wednesday February 1, 2023 or at the call of the Chair. **CARRIED**

MEMORANDUM

Chris Litschko, Chief Executive Officer
Lakeland Holding Ltd.

TO: **Municipal Councils:**

- **Town of Bracebridge**
- **Town of Huntsville**
- **Town of Parry Sound**
- **Village of Burk's Falls**
- **Village of Sundridge**
- **Municipality of Magnetawan**

FROM: **Chris Litschko, Chief Executive Officer**

COPY: **Municipal Chief Administrative Officers**
Lakeland Board of Directors
Executive Team

DATE: **January 23, 2023**

SUBJECT: **2022 Q4 Shareholder Update**

On behalf of Roger Alexander, Chair, and the members of the Board of Directors of Lakeland Holding Ltd. (Lakeland), I am pleased to provide Lakeland's 2022 Q4 Shareholder Update.

Mission

Seek out responsible and sustainable growth opportunities while creating a supportive and dynamic environment for our team.

Values

- *Be Safe*
  In all we do, safety is never far from our minds, and we strive to ensure the well-being of our team, our customers, and our communities.
- *Respect the Customer*
  A reliable service for a fair price is foundational to how we see ourselves. Our customers trust us to keep the lights on, and keep them connected, and they are in good hands.
- *Good Vibes*
  An optimistic and positive attitude helps us see solutions instead of focusing on problems. We are inclusive, fun, possibly a little weird, and try not to take ourselves too seriously.
- *Embrace Opportunity*
  We are not content with the status quo. With a trusted team and an entrepreneurial mindset, we are willing to take risks; and take the lead.
- *Aim High*
  We want to connect more people, solve more problems, and change the world. We provide safe, sustainable power and connections so our customers and communities are ready for whatever the future holds.

- *Understand Our Responsibility*
  Our business comes with a lot of responsibility — to the environment, our shareholders, our team, and most importantly, our customers. We do not take that trust lightly.

Pillars

- *Community*
  It is right there in our name. Our company and our geography are intertwined. There is no Lakeland without the lakes and rivers that power our generators. We provide energy and connectivity to the townships of our region, supported by the municipalities that are our shareholders. Looking out for our customers is easy to do, because they are our neighbours, our employees, and our friends and families. No matter where our future takes us, we will always bring our successes home.

Possibility

- *Next. First.* It resonates with us because we are always looking forward. Anticipating where we can find the potential to do something ground-breaking. Something that will push boundaries and change the world. We want to do things better, every day, for ourselves and for our customers. We are tenacious and relentless, unwilling to give up until we have found a solution, and excited about discovering the future together.

- *Together*
  We do not operate as a monolithic corporation, but as an integrated team of smart, optimistic, and talented people who bring a diverse set of skills and expertise to bear on a wide range of challenges. We have the freedom to look for opportunities and solutions, guided by an unpredictable and action-oriented approach. And we genuinely believe that by working together we can achieve remarkable things.

The table below provides a summary of the Lakeland Holding's current business activities through each of the current subsidiary companies:

Lakeland Power Distribution Ltd. (Local Distribution Company)	Bracebridge Generation Ltd. (Generation Plants and Output)		Lakeland Energy Ltd. (Including Lakeland Networks Operations)
• 14,351 Customers	• Bracebridge Falls Generation Plant	2.6 MWs	• Web Mapping
• 163 square Kms of Service Area	• Wilson Falls Generation Plant	2.9 MWs	• Fibre to Business
• 367 Kms of Distribution Lines	• High Falls Generation Plant	2.3 MWs	• Fibre to Home
• 10 Substations	• Cascade Generation Plant	3.25 MWs	• 8,076 Wireless & Fibre Broadband Customers
• 2,392 Transformers	• Burk's Falls Generation Plant	1.2 MWs	• 600 Km of Installed Fibre-Optic Cable & 75 Towers
• Offices in Bracebridge, Huntsville, and Parry Sound	• Bancroft Generation Plant	0.6 MWs	• Internet Service Provider
	• Drag River Generation Plant	0.3 MWs	• VOIP and Traditional Phone Services
	• Irondale Generation Plant	0.5 MWs	• IT Server Hosting
	• Elliott Falls Generation Plant	0.8 MWs	• Voice and Data Cabling
	• Chute Blanche (50% ownership)	1.4 MWs	• Business Phone Systems
	• Solar Field	0.5MWs	• Streetlight Maintenance
	• Tesla Battery Storage	1.25 MWs	• Water Heater Rentals
	12 Facilities	**17.6Mws**	

MEMORANDUM

Chris Litschko, Chief Executive Officer
Lakeland Holding Ltd.

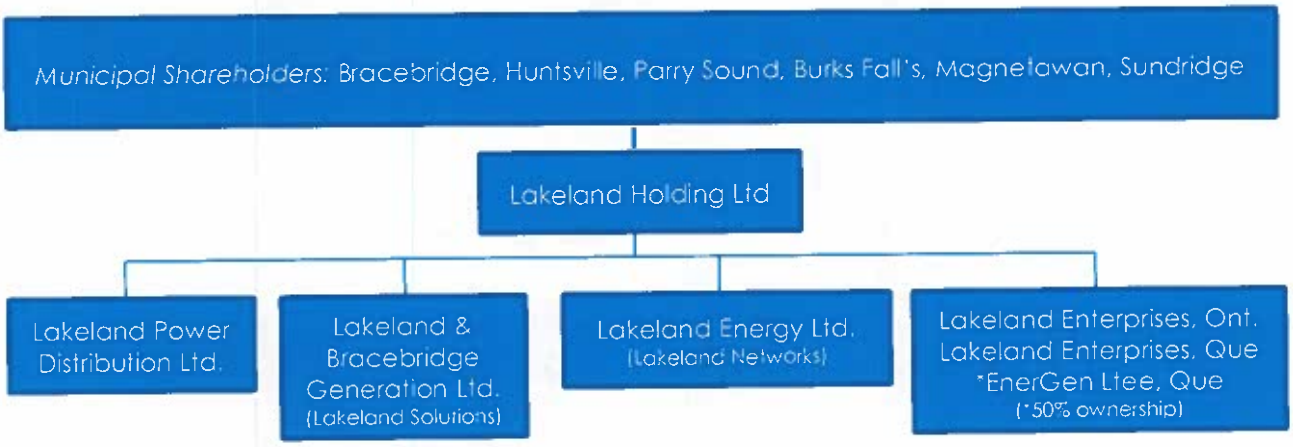
The 2022 Q4 report, attached as Appendix "A" to this memorandum, highlights Lakeland's continued success in achieving its Vision to the benefit of our Shareholders and the customers we serve.

Respectfully submitted on behalf of Lakeland's Board of Directors.

Chris Litschko, CEO

Appendix "A"

2022 Q4 Shareholder Update



Three-year business plans and draft 2023 budgets for all companies were developed for Board review, amendments and approvals. For 2022 the consolidated company made $8.5M in capital investments.

We also concluded our winter co-op recruitment and have filled 3 positions across the company. Companywide year-end donations were delivered to the Table Food Bank and Community Living. We are monitoring and will change procedures should the current COVID variant continue to increase in numbers and severity.

Rebranding for all companies has gone well with Networks being the priority while focus in 2023 will be on Power and Generation.

lakeland NETWORKS

For 2022, the company made an additional 1,361 net connections resulting in a total customer count of 8,076 (wireless + fibre) for our most successful year to date.

All federal funding has been received for our $11M fibre to the home expansion projects. Lakeland Networks' new chat bot "SAM" was successfully deployed. We are monitoring this Q&A to make it more user friendly. More than 140 unique articles have been created to help our customers before they

need to chat with a live agent. With competition ramping up, we are increasing our triple play sales and marketing. Sales will be planning and hosting monthly community awareness and information sessions starting in January 2023. Our intention is to work with local communities, associations, groups, realtors, developers, and to provide the availability for people to meet with us and ask questions, while at the same time we create awareness and provide "about us" information. Two videos (30 sec & 2 min) were created to try and capture the Lakeland culture as a first step in differentiating Lakeland from competitors. These also will serve well in enhancing employee recruitment, sales and marketing awareness, consumer education, and overall branding.

Your Network, Your Neighbours (2 minutes)
YouTube
Lakeland Networks – Main Website – Home Page
Lakeland Networks – Main Website – About Us

Meet The Lakeland Networks Family (30 seconds)
YouTube
Lakeland Networks – Main Website – Careers

Networks was awarded an exclusive 70-unit condominium contract in Bracebridge and more internet capacity was purchased for growth and redundancy. Warner is still delaying our TV conversion from Nexicom provider to Lakeland and we are therefore looking at other solutions. CRTC Broadband Fund is looking for fibre transport and we are currently assessing 2 projects for application, wanting to ensure we can take advantage of any construction expanding to customer premises.

The company has been proactive on supply chain issues with most 2023 materials ordered or already in stock.

lakeland SOLUTIONS

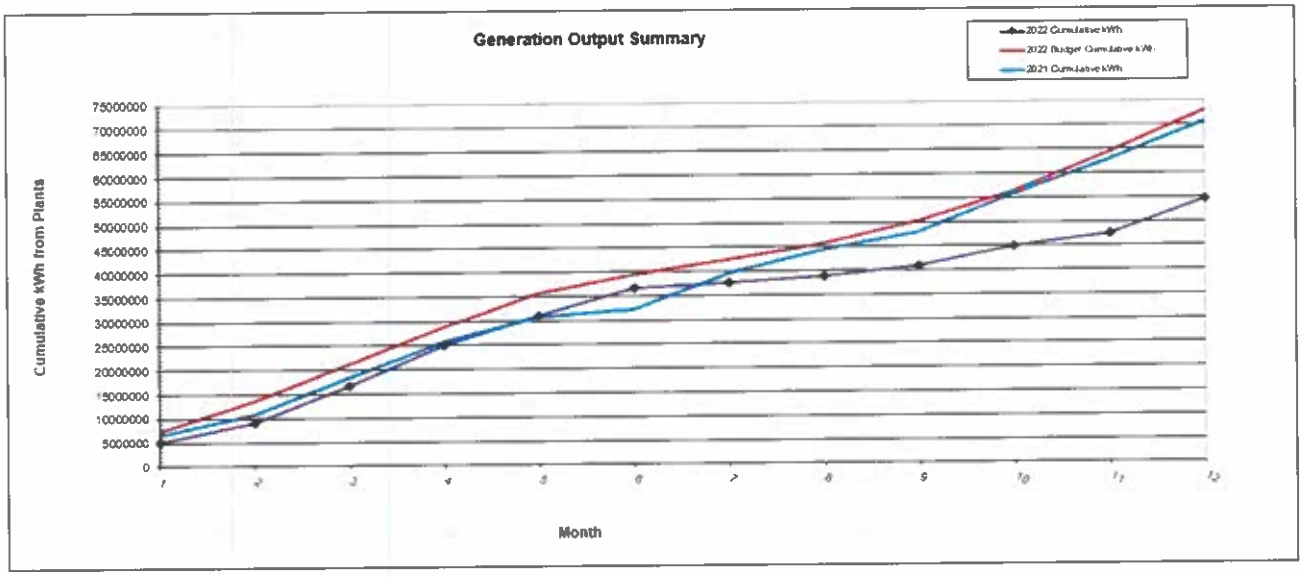
MaRS has nominated Lakeland for the '2023 Governor General's Innovation Award'. For innovation, we have hosted municipalities and universities at our microgrid in Parry Sound as many are looking to this solution for reliability, greenhouse gas emission reductions, generating own electricity, etc. Therefore, we are looking at consulting and firming up asset monetization plans.

The Board approved the "Take Charge" Electrical Vehicle charging project which will result in charging stations being installed at all of our municipal shareholders over the next two years. This $2.8M project is receiving funding of $1.15M from Natural Resources Canada and has an acceptable Return on Investment.

lakeland

lakeland GENERATION

The low precipitation year resulted in production making budget for only two months of 2022. Overall generation production was at 75% of budget for 2022.



The Muskoka River Water Management Plan Draft Flood Mitigation Report is recommending an inflatable weir ($9M) at our High Falls dam. This report was commissioned by the District of Muskoka and we will continue to follow discussions (it is anticipated that this is funded by the District). Watech Engineering has begun work on the $1M CPR dam replacement in Parry Sound and has applied for permitting to MNRF. Concrete repair at Cascade Street Dam (Parry Sound) spillway 1 and 2 and retaining wall is complete. The Drag River (Haliburton) plant dam and upgrade has been completed on budget and is now online. Bancroft plant has set a new annual record for production since its purchase. Improvements to our Irondale (Haliburton) generation plant since purchase have increased the maximum output from 300 kilowatts to 450 kilowatts due to our team's expertise.

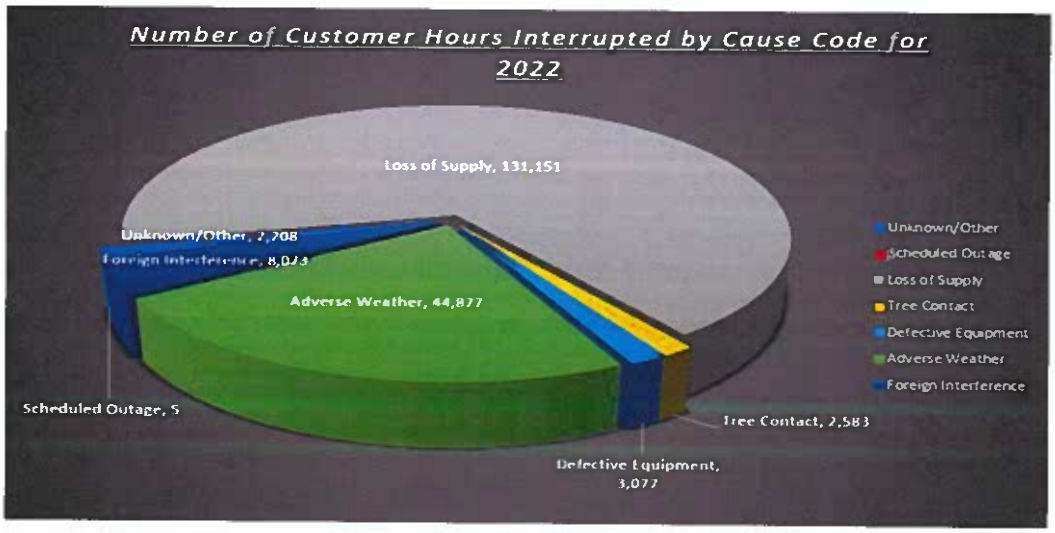
All the company's generation plants are under contract and like many across Ontario, ours's expire at different times over the next decade. Minister of Energy's letter to the Independent Electricity System Operator (IESO) recognized the important role that waterpower facilities play, both in generating electricity and providing benefits such as recreational opportunities, flood control, irrigation, tourism, supporting local employment and economic development. The IESO has also been asked to develop two

optional contract structures – a capacity style contract as proposed through the initial stakeholder engagement process and one which compensates facilities on a per Megawatt hour basis. The IESO reported back to the Minister at the end of 2022, with program implementation targeted for July 2023. Even with all the of the benefits generated by hydro plants the IESO's new lower priced contract renewals are critical for Lakeland as initial analysis reveals that we could lose $2M-$3M in annual revenues. We continue to engage the Ministry of Energy to understand IESO's proposed revenue reduction impacts on operations, maintenance, capital investment and overall business case.

Investigation and negotiations were completed on a few generation plants throughout Ontario and Quebec which may lead to at least one plant purchase in 2023.

There were 170 new connections made in 2022 for a total of 14,351 customers. Recognizing that customer arrears is expected to increase with the disconnection moratorium and inflation, the Ontario Energy Board is promoting messaging to Ontarians on financial assistance and highlighting the importance of customers remaining in contact with their distributors to explore available payment options. This messaging also includes an awareness of late payment charges, billing support programs and potential scams. Lakeland is supporting this messaging through bill messages, SM, and our website.

Lakeland Engineering staff continue to work on layouts for new construction, service upgrades and Fibre to the Home projects. Our Operations Manager is leading an effort on creating a utility buying group.



To the end of 2022, customers experienced a rolling 12-month average of 3.02 outages 3 hours and 16 minutes in duration.

On Friday October 21st the Bracebridge area experienced a heavy snowfall event that caused outages in Lakeland Power's service area throughout the weekend. Lakeland Power crews, contract power crews and contract tree trimming crews worked throughout Friday and the weekend to restore power to the affected areas. Also, on October 21st Hydro One experienced an outage on the 44kv M4 feeder causing an outage in the Parry Sound area.

The Christmas snowstorm impacted Bracebridge, Burks Falls, Sundridge and Magnetawan. While we had many sporadic outages over those days, our larger outages were due to loss of supply from Hydro One. Again, we were able to learn from this event to make improvements on customer notifications during outages.

Dedicated Lead Hand Powerline Maintainer Barry Sedore restoring power on Christmas Eve, 2022.

District of Parry Sound

Social Services
Administration Board

Chief Administrative Officer's Report

January 2023

Mission Statement

To foster healthier communities by economically providing caring human services that empower and enable the people we serve to improve their quality of life.

Supportive Housing Roundtable

On November 9th I had the pleasure of traveling to Sudbury to participate in a roundtable on supportive housing with Associate Minister of Housing, Michael Parsa. The Associate Minister of Housing was hosting six (6) regional roundtables in November 2022 to hear how supportive housing is working in local communities, and how we can continue to collaborate to improve supportive housing in Ontario.

Participants included key supportive housing stakeholders such as Service Managers (including District Social Services Administration Boards), local supportive housing and service providers, Indigenous partners and other sector organizations.

These engagements built on the consultations that the Ministries of Municipal Affairs and Housing (MMAH), Health (MOH) and Children, Community and Social Services (MCCSS) undertook between October 2020 and February 2021.

OMSSA's 2022 Policy Conference

OMSSA hosted more than 270 human and public services leaders from across Ontario for their in-person 2022 Policy Conference held on December 7th and 8th in Toronto. Myself and our Director of Income Support & Stability were able to attend.

The 2022 Policy Conference focused on strategic conversations about the policy priorities into 2023 and beyond. This included key issues such as: economic recovery and public policy turmoil, mental health partnerships, affordable and supportive housing, decriminalization of illicit drugs, food insecurity, human services integration, child care workforce planning and data collection, anti-Indigenous racism, employment services transformation, encampment policies, and climate change and its impact on human services.

OMERS Update

In the last quarter of 2022, we experienced some big changes in Human Resources. As previously mentioned, we have been preparing for the change to OMERS eligibility for 2023. The OMERS Sponsors Corporation approved a change to the OMERS Primary Pension Plan that will allow immediate eligibility to join the Plan for all existing and newly hired non-full-time (NFT) employees who are not currently Plan members. The effective date of this Plan change is January 1, 2023. Previously, only continuous full-time employees were eligible to participate in the OMERS Pension Plan. NFT employees are referred to as "other than continuous full-time" (OTCFT) employees under the Plan. An OTCFT employee is any employee who is working for and paid directly by an OMERS employer on a less than continuous full-time (CFT) basis. This fall, we offered OMERS enrollment to thirty-nine NFT employees, and 19 employees elected to enroll. Our Pensions and Benefits Coordinator has been busy!

New Performance Management Process

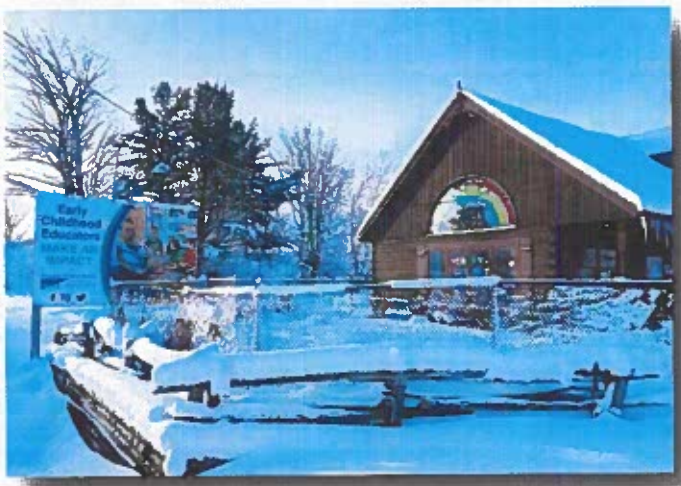
We have created a new performance management process and all new performance evaluations. The new performance management process provides everyone in the organization with a framework for both individual and organizational success by aligning individual performance expectations and career planning objectives with the strategic direction of the organization. Throughout the process we strive to embed our core values in everything we do. Our core values (as defined within our Strategic Plan) are as follows: Kind, Inclusive, Collaborative, Respectful, Integrity, and Dependable. This new process is a collaborative approach with each employee working with their supervisor to identify goals for the upcoming year. At the performance review meeting the supervisor and employee will also discuss performance achievements and opportunities of the previous period. We are looking forward to using this new process to assist with identifying individual and group training needs as well as with succession planning. This new process became effective January 1, 2023 and has moved us to electronic forms and capabilities.

New Policy Management System

Our third major change this fall was the implementation of a new Policy Management System (DocTract), which gives employees easy on-line access to all policies and procedures. DocTract automates the entire Policy and Procedure process. Each key step from adding/revising documents, getting feedback, completing approvals to periodic reviews is fully integrated with built-in notifications. We can now quickly and easily obtain confirmation from employees that they have read Policies and Procedures with built-in Attestation capabilities.

Progress on the Become an ECE Campaign

Our third and final billboard has been installed, and is located on Joseph Street in Parry Sound, directly in front of Adventure Academy Inc (Licensed Child Care Centre). This will provide ideal visibility on this busy street to families entering the centre, traffic, and especially to high school students who walk past this sign regularly.



Canada-Wide Early Learning Child Care (CWELCC)

We are happy to announce that we are at 100% opt in for CWELCC and all agreements have been signed for the District of Parry Sound. The province remains at 92%. A significant amount of time, energy and formula building has gone into ensuring that parents received rebates and licensed providers received funding to support the implementation. We are now preparing for the next reduction to be implemented for January 2023. We have a total of 21 Licensed Child Care Providers:

- Home Child Care Program (1)
- Directly Operated Child Care Programs (4)
- Private, For-Profit Child Care Provider (1)
- Non-Profit Child Care Providers (15)

In late fall, the Child Care Service Management team began working closely with the Finance department to look at improving our current billing system. We have spent time learning and implementing additional features in the HiMama platform that will allow for seamless billing and payment options. This upgrade will make payment options convenient and easy for families.

Quality Assurance

Our Quality Assurance supervisor has over 70 child care sites to visit in the District of Parry Sound. Our QA provides pedagogical support to programs and staff to reach their potential for high quality child care. During November and December, our QA attended the following:

- 2 Home Child Cares
- 2 Licensed Child Cares
- 7 Afterschool Programs
- 8 EarlyON Centres

Recruitment and retention of Early Childhood Educators remains a priority for our district and echoed throughout the province. We continue to offer training and development opportunities to support staff. Our partnership with Agilec continues to be a great success. Agilec closed the second cohort of workshops on December 19th, from there the final 3rd cohort will begin starting January - March 2023. We have opened all courses to front line staff wanting to take additional leadership courses to help support succession planning. To date we have had 129 course registrations with 72 courses now completed. QA also organized a webinar with a registered dietician from the North Bay Parry Sound District Health Unit for a *Menu Planning Workshop* with all cooks and supervisors of licensed childcare centers on December 2nd.

Our QA has met with Indigenous partners at the Parry Sound Friendship Centre and the Parry Sound High School, Indigenous Curriculum Teacher, to discuss opportunities for introducing Indigenous teachings into our childcare programs. A series of resources have been recommended and purchased. We are hoping to introduce teachings in 2023.

Quality Assurance continues to support development of programs and was able to support the purchase of educational learning equipment (Tuff Trays & Play Trays) for all programs in the district to enhance and support "*How Does Learning Happen*" in each environment. These trays will assist staff in delivering high quality programming and will allow additional learning opportunities for the children in each setting.

With Workforce funding, we also purchased 124 Scholar's Choice One-year "Vault Memberships" for all RECE, and Non-ECE's working districtwide in our childcare programs. The memberships provide exclusive resources to help support the classroom, educators, in both childcare and home learning environments.

We are finally starting to see a return to normal from COVID. Our QA will be participating with The Comprehensive Approach to Positive Parenting committee (CAPP) - a group designed to plan, implement, and evaluate an integrated system of services to promote positive parenting of every child and family in the District of Parry Sound.

Out and About in the Community

This month, DSSAB & Esprit staff visited the Home Depot during the Orange Door Campaign which raised $6,624.05 for Esprit Place between November 29th & December 18th. We are grateful for the support of the Home Depot Canada Foundation for selecting Esprit Place Family Resource Centre to be the charitable partner of our local Parry Sound Home Depot store during their Orange Door Project Campaign.
Pictured below: Home Depot staff member, joined by JJ Blower, Communications Officer.

We'd also like to thank the Ontario Provincial Police Veterans Association (OPPVA) for their generous donation of $250.00 which will help support the women and children residing at Esprit Place and served through outreach within the District of Parry Sound.
Pictured below: Ken Sexton presents a $250 donation cheque on behalf of the OPPVA to Jennifer Bouwmeester, Director of Women's Services at Esprit Place Family Resource Centre.

Facebook Pages

A friendly reminder to follow our Facebook pages!

- District of Parry Sound Social Services Administration Board
- Esprit Place Family Resource Centre
- EarlyON Child and Family Centres in the District of Parry Sound
- The Meadow View

Social Media

Facebook Stats

District of Parry Sound Social Services Administration Board	JUNE 2022	AUG 2022	SEPT 2022	OCT 2022	NOV 2022	DEC 2022
Total Page Followers	358	382	393	400	409	410
Post Reach this Period (# of people who saw post)	8,955	10,269	3,847	3,827	6,431	4,180
Page Views this Period	127	183	166	424	450	171
Post Engagement this Period (# of reactions, comments, shares)	692	945	446	406	437	59

Esprit Place Family Resource Centre	JUNE 2022	AUG 2022	SEPT 2022	OCT 2022	NOV 2022	DEC 2022
Total Page Followers	119	121	121	121	127	127
Post Reach this Period (# of people who saw post)	208	17	49	32	1,155	353
Page Views this Period	18	10	8	20	105	18
Post Engagement this Period (# of reactions, comments, shares)	11	4	6	1	46	36

The Meadow View	JUNE 2022	AUG 2022	SEPT 2022	OCT 2022	NOV 2022	DEC 2022
Total Page Followers	457	464	409	479	487	488
Post Reach this Period (# of people who saw post)	8,636	461	3,041	260	8,588	750
Page Views this Period	263	143	96	68	220	60
Post Engagement this Period (# of reactions, comments, shares)	448	36	39	31	101	70

Twitter Stats

Link to DSSAB's Twitter page - https://twitter.com/psdssab

	AUG 2022	SEPT 2022	OCT 2022	NOV 2022	DEC 2022
Total Tweets	9	5	3	8	1
Total Impressions	226	146	63	50	13
Total Profile Visits	20	16	11	18	24
Total Followers	25	23	23	25	26
Total Mentions	1	1	1	1	1

Linkedin Stats - used primarily for HR recruitment & RFP/Tender postings

Link to DSSAB's Linkedin page - https://bit.ly/2YyFHlE

	AUG 2022	SEPT 2022	OCT 2022	NOV 2022	DEC 2022
Total Followers	179	274	297	377	377
Search Appearances (in last 7 days)	339	307	338	225	176
Total Page Views	61	132	150	73	45
Post Impressions	315	571	397	767	374
Total Unique Visitors	26	37	47	29	15

Licensed Child Care Programs

Total Children Utilizing Directly Operated Child Care in the District November 2022						
Age Group	**Fairview ELCC**	**First Steps ELCC**	**Highlands ELCC**	**Waubeek ELCC**	**HCCP**	**Total**
Infant (0-18M)	3	0	3	4	14	24
Toddler (18-30M)	13	7	11	19	36	86
Preschool (30M-4Y)	20	15	19	36	38	128
# of Active Children	36	22	33	59	88	238

Some of the Directly Operated Child Care Centres have been offering the Seeds of Empathy program to the preschool children. This program uses a combination of baby visits, stories, and other means to teach young children empathy as they track a baby's growth over several months. The children embrace the visits and are eager to talk about all the new things the baby is able to do.

The Ministry of Education has created an updated on-line Parent Screening Tool and is reminding parents to screen their child daily and remain at home should their child be experiencing any respiratory or gastrointestinal symptoms of illness. Staff and Home Child Care Providers are completing a daily health check prior to children entering the programs in an attempt to keep everyone as healthy as possible.

For the first time in two years, Santa was able to attend our programs in-person. The children were super excited to meet the big guy and receive a special book to take home. Staff took photos of the big event and sent them to parents through HiMama.

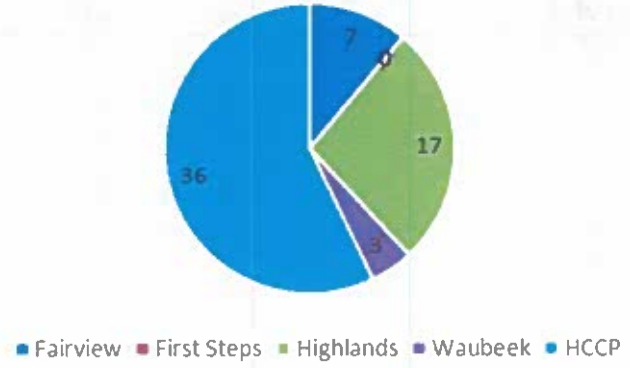
Starting this month, all centre-based families will be on HiMama Autopay where fees will be automatically charged to a credit card or automatically withdrawn. School Age Program families will be using the new payment system starting in February. Some logistics still need to be sorted before the Home Child Care Program families will be joining.

School Age Programs

November 2022		
Location	**Enrollment**	**Waitlist**
Mapleridge After School	19	7
Mapleridge Before School	8	
St. Gregory's After School	12	
St. Gregory's Before School	1	
Sundridge Centennial After School	19	
Sundridge Centennial Before School	4	
Magnetawan Central After School	5	
Land of Lakes After School	15	
Home Child Care	34	8
# of Active Children	117	15

Attendance continues to be consistent in the remaining After School Programs. We will be reviewing program viability this year and working with the Nipissing Parry Sound Catholic Board and the Near North District School Board to do projections for September 2023. The School Boards will be responsible for preparing and distributing the annual school age needs survey in March.

Directly Operated Child Care Waitlist by Program November 2022



Highlands has seen an increase in the need for preschool spaces and is at capacity to start the year.

Online Application Form - OLAF

Fee Subsidy Applications					
2021	Eligible	Not Eligible	2022	Eligible	Not Eligible
January	1	7	January	2	4
February	0	5	February	2	6
March	1	6	March	0	5
April	0	6	April	0	3
May	0	3	May	0	3
June	4	11	June	0	2
July	0	3	July	2	2
August	1	7	August	2	4
September	1	5	September	3	3
October	1	3	October	1	3
November	0	3	November	0	0
December	1	4	December		

Total Children by Funding Source
November 2022

Active	# of Children	# of Families
Afterschool Fee Subsidy	32	31
Fee Subsidy	143	136
Full Fee	233	225
Ontario Works	7	7
Total	415	399

Funding Source - New	# of Children	# of Families
Afterschool Fee Subsidy	1	1
Fee Subsidy	5	5
Full Fee	1	1
Total	7	7

Funding Source - Exits	# of Children	# of Families
Afterschool Fee Subsidy	2	2
Total	2	2

Inclusion Support Services

November 2022							
Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	0	0	0	0	1	1	0
Toddler (18-30M)	3	7	10	23	1	1	1
Preschool (30M-4Y)	7	39	46	62	1	3	6
School Age (4Y+)	8	20	28	32	0	0	10
Monthly Total	18	66	84	-	3	5	17
YTD Total	24	72	-	153	29	50	50

Inclusion Support Services staff have been assisting with the licensed child care centres and the School Age Programs to maintain their required staffing levels. Referrals continue to be made to the program from a number of sources including families, community agencies, EarlyON Child and Family Programs, and licensed child care programs. All transition to school plans have been completed and the Resource Consultants will be turning their focus to preparing eligible children for entry to school in September.

EarlyON Child and Family Programs

November 2022		
Activity	November	YTD
Number of Children Attending	763	4,889
Number of New Children Attending	69	632
Number of Families Visiting	697	3,798
Number of New Families Visiting	59	546
Number of Virtual Programming Events	3	82
Number of Family Engagements with Virtual Events	161	7,185

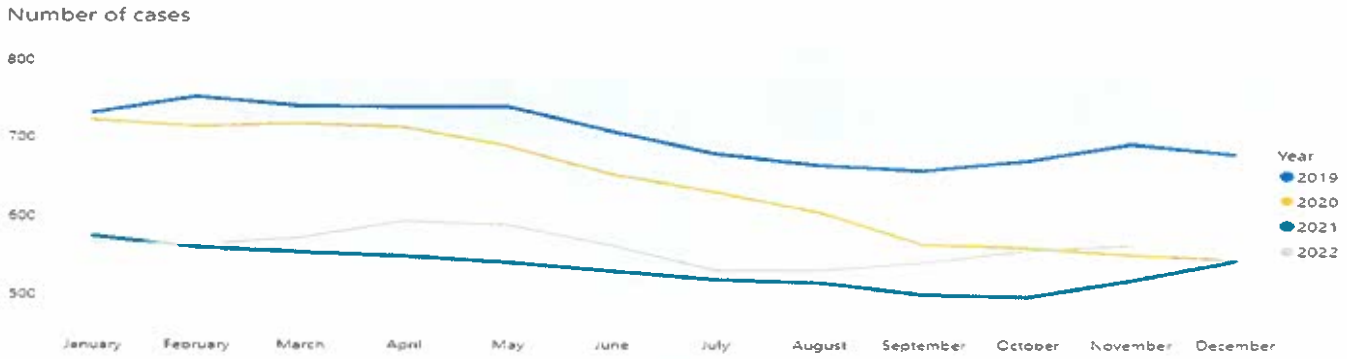
New and returning families are excited to have all programs open at least one morning a week. Programs are well-attended and supported by all the communities.

EarlyON staff are currently working with the Great Beginnings Program staff through Handsthefamilyhelpnetwork to re-open in-person programs in Burk's Falls and Parry Sound. The Great Beginnings Program offers new families post-natal care and the opportunity to meet together with multi-disciplinary support from the North Bay Parry Sound District Health Unit nursing and nutrition teams, Inclusion Support Services, Hands Infant Development Team, and EarlyON Program Facilitators.

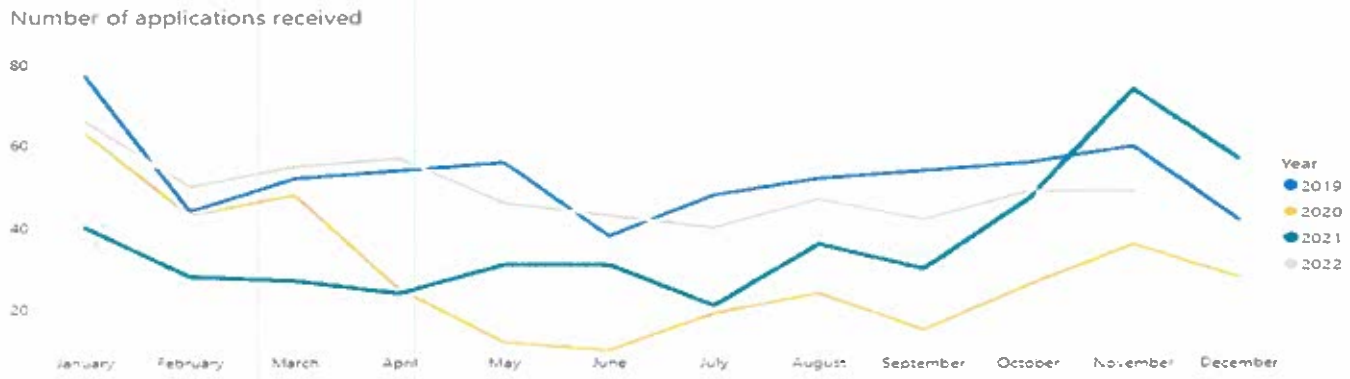
Income Support & Stability Update

- In November a joint program meeting was held with all of Income Support and Stability program staff (Ontario Works and Housing Stability) attending. The day was a great collaboration of ideas, things to come, and celebrating everyone's successes.
- Yubikeys have been provided to staff so that they are able to connect with FIIT while out in the community providing increased mobility and flexibility in our Outreach work. This allows for more flexibility when requiring to be out in the community and connected to the program.
- Trauma Informed Care training took place over a period of a week. Staff feedback from the training was positive and it provided an excellent foundation as to how trauma can affect so many aspects of someone's life and the best way to support through a trauma informed care lens. This tied in nicely with the Motivational Interviewing Training that was completed in early 2022. The training was completed virtually through OMSSA.
- The Director of Income Support and Stability attended the OMSSA Policy Conference. Plenaries of interest included a review of the implementation of Employment Services Transformation from pilot sites and integrating Social Services and Health Care.

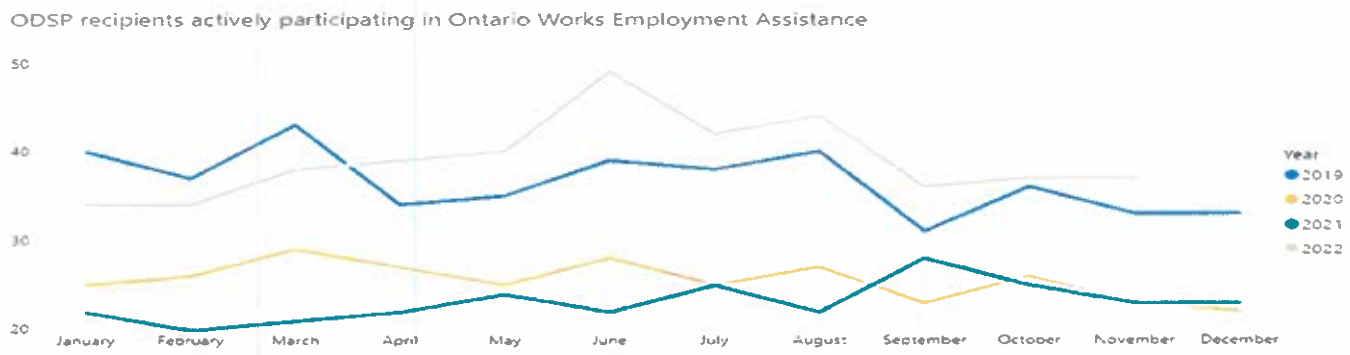
Ontario Works Caseload
November 2022



Ontario Works Intake - Social Assistance Digital Application (SADA) & Local Office November 2022



ODSP Recipients Actively Participating in Ontario Works Employment Assistance November 2022



The Ontario Works Caseload is up slightly to **562** as we enter to the winter season. There are also **55** Temporary Care Assistance cases on caseload as well. There are **37** ODSP recipients participating in OW Employment Assistance.

Ontario Works applications

2 ▼
Average received per business day

49
Received Nov 2022

Emergency Assistance applications

1 ▲
Average received per business day

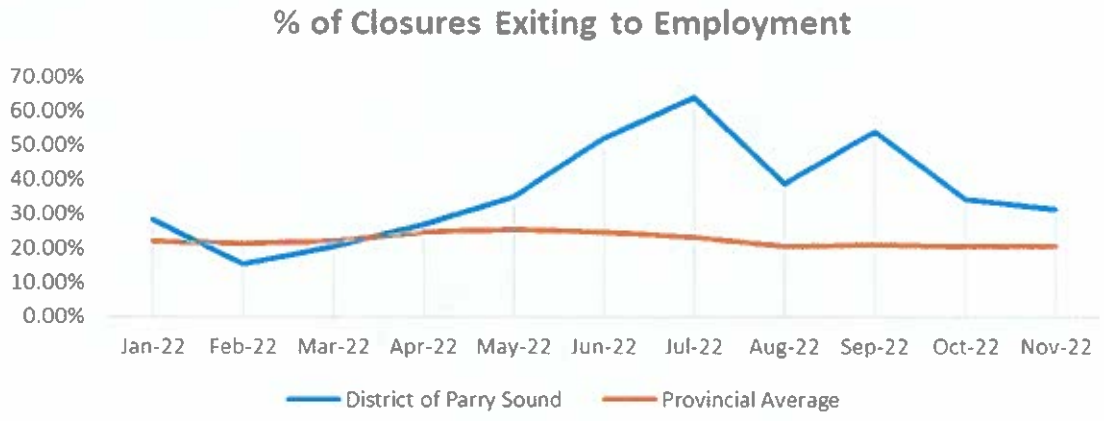
15
Received Nov 2022

Average number of business days from screening to grant

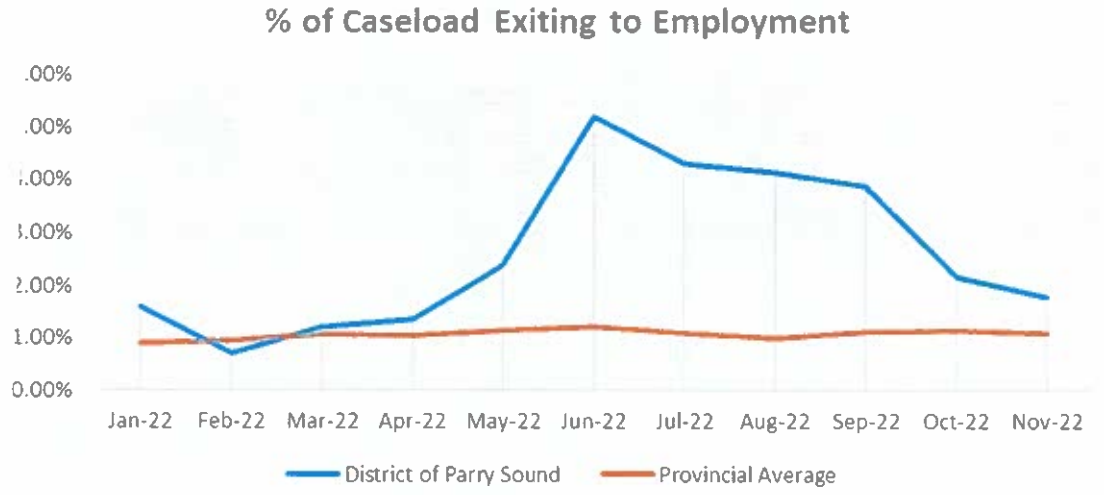
1.5 -
Ontario Works

0.1 -
Emergency Assistance

Employment Assistance & Performance Outcomes

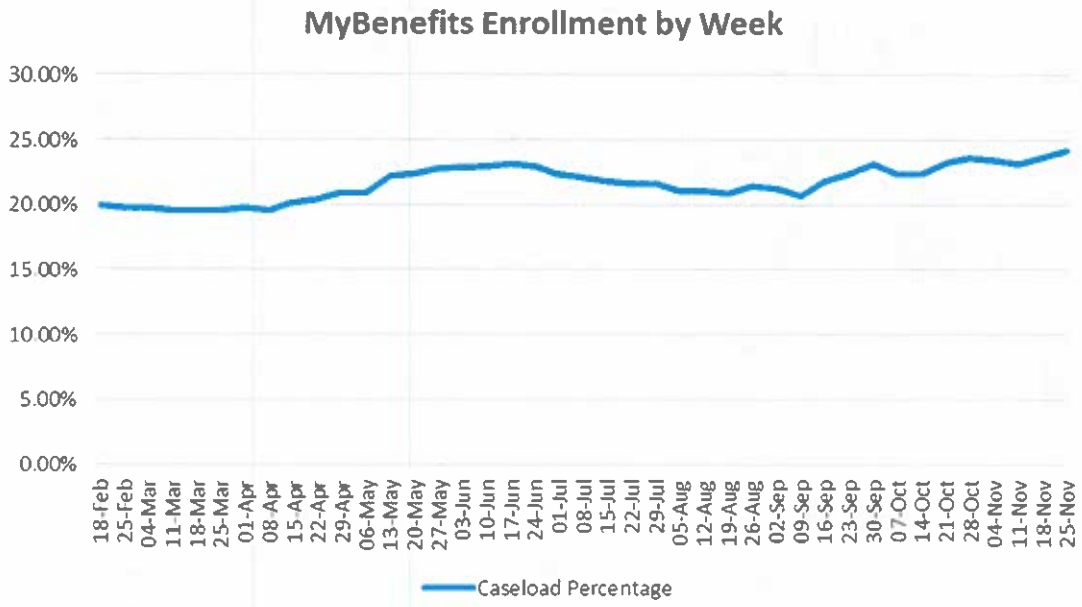


Target - 30.34%
1Q Result - 27.85%
2Q Result - 43.93%
3Q Result - 51.25%
November 2022 - 31.25%
YTD - 38.95%

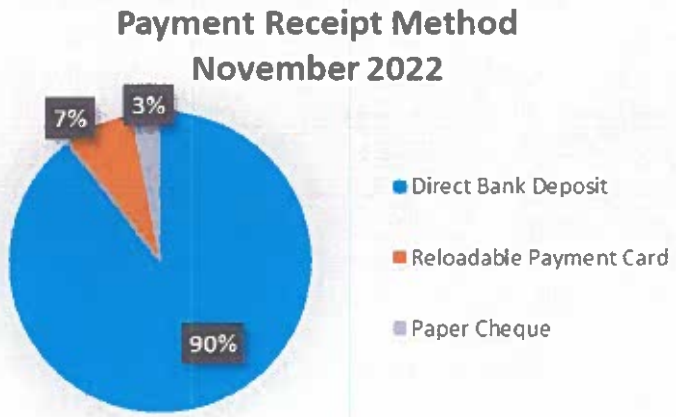


Target - 2.47%
1Q result - 1.53%
2Q result - 3.3%
3Q result - 4.12%
November 2022 - 1.78%
YTD - 2.73%

MyBenefits Enrollment 2022



DBD Enrollment



Overpayment Recovery Rate

Ontario Works Update

- The last few months have been busy ones in Ontario Works East. A van that was purchased was delivered and staff are taking every advantage they can to take it out into the community to meet their participants where they are at rather than having participants struggle to find rides to come into our office. This has been a big success considering the large area we serve, and that clients can be upwards of an hour away from our office. Having a van has also allowed for the transportation of clients when required, which continues to break down barriers and help move participants towards self-sufficiency.
- The Greener Pathways Bike Drive generated approximately 30 bikes for individuals across the district. A big thank you to our partners at Parry Sound Bikes and Canadian Tire in Parry Sound.
- Discussions have begun with Nipissing North Bay ODSP and Ontario Works to discuss joint protocols and create a healthy partnership between the offices. Meetings have been scheduled for this month. We continue to meet bi-monthly with the ODSP Manager from Bracebridge. ODSP staff continue to attend our offices on a regular basis.
- A partnership is being formed with the Almaguin Adult Learning Center to deliver training to participants labelled "Fresh Start". The sessions in this training will provide such things as getting ready for change, preparing for employment, managing change, and starting and retaining your new job. These topics were prepared in collaboration with feedback from Case Workers who identified specific needs of the participants.
- In October, Ontario Works staff participated in First Aid/CPR training.
- Employment Services Transformation has begun for the North. The transfer of Social Assistance Employment Assistance to Employment Ontario through a Service System Manager model has been taking place since 2020 in various municipalities. The North and Toronto are the final catchment areas to go through this process and the Income Support and Stability Management Team have been participating in Market Sounding Engagement Sessions hosted by the Ministry of Labour, Immigration, Skills, Training and Development and with potential Service Managers. As the proposed Northeast catchment area is quite large, we have been communicating and advocating for the needs of the District and the people we serve.
- We continue to expand our Electronic Document Management system in Ontario Works. Our historic Overpayment files have been uploaded into SAMS through our vendor Nimble.

- In December, OW West had CAS attend their staff meeting.
- We are working with Accerta regarding Eligibility Verification (EV) for Dental Services. With a February 2023 implementation timeframe, the EV would utilize a Data Extract from SAMS that is uploaded to AccertaWorx and confirms eligibility for OW participants and ODSP Dependent Adults for Dentists without manual letters.
- We are also using this extract to upload SAMS information into FIIT to reduce duplication for Case Workers. We have also onboarded our Tenant Services Department onto FIIT to further improve and promote integration between departments.
- We entered into a Service Agreement with Employment North to provide the Employment Placement with Incentive program. The program provides incentives to employers to hire, train and retain OW participants at various milestones.
- E-signature continues to be enhanced in SAMS with the addition of the Form 1 added. This tool will support those that may have transportation barriers but still require assistance.
- 20 Laptops were purchased through RCT Technologies to support appropriate OW participants in their education, training, or employment goals.

Housing Stability Program - Community Relations Workers
November 2022

Support

All services performed, provided, or arranged by the Homelessness Stability Program staff to promote, improve, sustain, or restore appropriate housing for individuals active with the Homelessness Stability Program, periodically within the month, not requiring intense case management.

Income Source	East	West
Senior	6	14
ODSP	12	35
Ontario Works	4	12
Low Income	11	22

Intense Case Management

Intense Case Management involves the coordination of appropriate services and the provision of consistent and on-going weekly supports, required by the individual to obtain, and sustain housing stability.

Income Source	East	West
Senior	13	18
ODSP	12	25
Ontario Works	6	11
Low Income	10	31

Contact/Referrals

	East	West	YTD
Homeless	3	5	76
At Risk	2	8	77
Esprit Outreach Homeless	0	1	8
Esprit Outreach at Risk	0	0	17
Esprit in Shelter		3	17
Program Total			213

Short Term Housing Allowance

	Active	YTD
November	16	129

Housing Stability: Household Income Sources and Issuance from HPP:

Income Source	Total	HPP
Senior	2	$125.00
ODSP	5	$637.27
Ontario Works	2	$150.00
Low Income	2	$450.00
No Income	0	$0

Reason for Issue	Total
Rental Arrears	$0
Utilities/Firewood	$0
Transportation	$0
Food/Household/Misc.	$1,110.00
Emergency Housing	$252.27
Total	$1,362.27

Ontario Works: Household Income Sources and Issuance from HPP

Income Source	Total	HPP
Senior	2	$1,745.95
ODSP	25	$17,078.56
Ontario Works	15	$10,056.11
Low Income	8	$4,969.96
No Income	0	$0

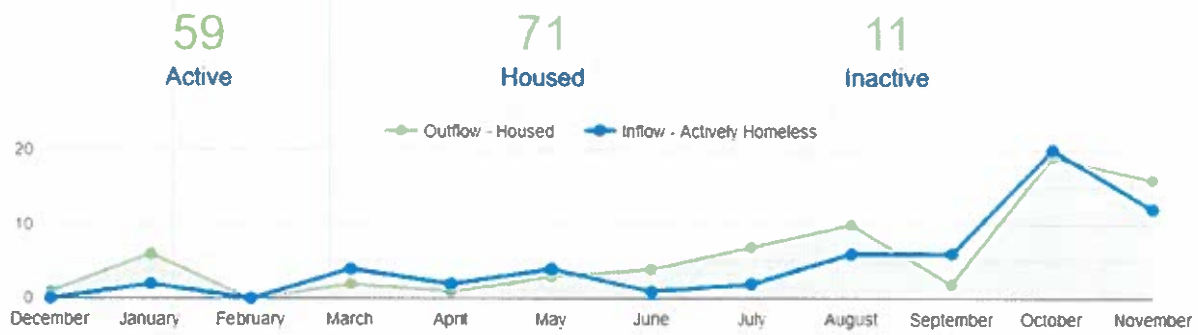
Reason for Issue	Total
Rental Arrears	$3,978.28
Utilities/Firewood	$10,566.64
Transportation	$0
Food/Household/Misc.	$19,305.66
Emergency Housing	$0
Total	$33,850.58

Hotel Project

	MidTown Parry Sound	YTD Total	Caswells Sundridge	YTD Total
Adults	10	48	6	26
Children	0	1	0	1
Totals	10	49	6	27

These numbers represent the number of people who stayed in one of the hotel projects in the month of November.

By-Name List Report
November 2022



A By-Name List is a real time list of all people experiencing homelessness in our community who would like to receive assistance to access housing services and supports. This is an ongoing process with people being added to the list as they connect or re-connect. The list will be created by conducting a Point-in Time Count which includes collecting demographic information about people experiencing homelessness using a set of 17 common questions that align with the enumeration approach used by the federal Reaching Home Program.

A people-centered approach to the By-Name List process will consider individual needs and promote safety, including cultural safety and cultural appropriate responses and practices. People and their experiences and stories are vital to conducting both enumeration (Point-in Time Count) and the By-Name Lists.

Housing Stability Update

- Our Hotel Pilot Projects at the Midtown and Caswell's wrapped up on December 31, 2022. Staff have dedicated their time to working with the clients that were still living at the hotels to find alternative options that included filling out housing applications and rent supplements, searching for rental accommodations, transportation to other districts where they have family and friends for supports, or transportation to shelters with space available. CRW's have successfully transitioned everyone at the hotels into more stable housing and applying for COHB and Short-Term Housing Allowances (STHA) supplements to make rental situations more affordable. With these projects ending, lots of thought is being put into alternative options to pursue in the District and the focus will be on building relationships with local landlords to help transition people into affordable, safe and stable housing.
- The Supervisor of Housing Stability and Housing Stability staff continue to look for opportunities to increase our presence in the community and to build relationships with community partners and clients through outreach. HS Program has partnered up with Ontario Works to start connecting with municipal offices across the district on a monthly and semi-monthly basis to increase the knowledge of what our programs do and how we can help people living in their communities. We continue to work closely with the WPSHC and their Social Worker to manage clients being discharged from the hospital that are experiencing homelessness or at risk of homelessness as well as case conferencing our complex clients with system navigation needs. CRW's continue to connect with foodbanks, by-law, warming centres, Community Paramedicine and the CMHA Housing team.
- VAW Community Relations workers have continued to build relationships in the district and are working one day a week out of the Esprit Shelter. This day is dedicated to working with the women that are staying in the shelter on Transitional and Housing Support Needs.
- The By-Name List continues to grow as the community and staff become more aware of homelessness situations in our district. We have also worked with many people on the BNL to achieve stable housing, especially with the wind down of the hotel projects at Caswell's in Sundridge and The Midtown in Parry Sound. Staff continue to achieve great success with finding stable housing for those experiencing homelessness. 54% of those individuals on the By-Name List have been housed!
- The Canadian Alliance for Ending Homelessness hosted the annual conference this past November in Toronto. The Income Support and Stability management team attended this conference where many best practices and inspiring stories were shared.
- The Almaguin Highlands Community Partner meeting was held at our South River office on December 13th. Representatives from Outloud North Bay attended and provided great information on the program that supports LGBTQ2S youth in North Bay and the Northeast part of the district. We also shared information on the By-Name List with the various partners at the table.
- We had a "FIIT Blitz" ensure our information in FIIT was up-to-date and ensured our By-Name List is up-to-date.

Social Housing Centralized Waitlist Report November 2022			
	East Parry Sound	West Parry Sound	Total
Seniors	41	108	149
Families	126	430	556
Individuals	516	220	736
Total	683	758	1,441
Total Waitlist Unduplicated			491

Social Housing Centralized Waitlist (CWL) 2021 - 2022 Comparison Applications and Households Housing from the CWL											
Month 2021	New App.	New SPP	Cancelled	Housed	SPP Housing	Month 2022	New App.	New SPP	Cancelled	Housed	SPP Housing
Jan	4		5	5	1	Jan	5			1	
Feb	12	3	3	2		Feb	9	1	2		
Mar	8		4	1	1	Mar	12		5	2	1
Apr	9		6	1		Apr	12	1	1		
May	8	1	3	1		May	11	1		3	
June	8	1	4	1	1	June	15		3	2	
July	7			1		July	13	2	10	1	
Aug	9		1	2		Aug	5		17	2	1
Sept	22		5			Sept	16		10	1	1
Oct	16	1	6	1		Oct	14		12	6	
Nov	9		16	2		Nov	12	1	8	3	
Dec	9		2	2		Dec					
Total	121	6	55	19	3	Total	124	6	68	21	3

SPP = Special Priority Applicant

Housing Programs Update

Housing Programs has wrapped another busy year. We were able to complete a Centralized Waitlist update, in which we were able to capture information on our applicants current living situations and utilize that information to better serve our clients. November saw a total of 491 households on the waitlist.

Housing Programs also saw just over fifty new households begin receipt of Canada Ontario Housing Benefit - COHB funding for the 2022-2023 year, and we are currently waiting for another twenty to be approved by the ministry. This funding currently allows over eighty households to be affordably housed in the District of Parry Sound, and the hope is that we will be able to submit more applications in the early months of 2023.

Several amendments were made to the *Housing Services Act (HSA)* in 2022. The first amendment is regarding service agreements and had to be in effect by July 1, 2022. A Service Agreement is a contract negotiated between the housing provider and the Service Manager for the provision of community housing under Part VII.1 of the HSA that stipulates terms regarding operations, administration, and funding arrangements. Service Agreements will enable Service Managers and housing providers to negotiate more flexible funding approaches, incentivize housing providers to stay in the system once their current obligations expire and allow new housing providers to enter the system.

Another amendment made to the HSA was related to local income and asset limits. This amendment came into force on July 1, 2022, but Service Managers have a flexible one-year implementation period and must comply with the new requirements by July 1, 2023. Service Managers will be required to apply local income limits as part of determining initial eligibility for RGI assistance (i.e., new RGI applicants and applicants on waitlists) and apply local asset limits as part of determining both initial and continued eligibility for RGI assistance (i.e., new RGI applicants, applicants on waitlists, and households in receipt of RGI assistance). Our DSSAB has had income and asset limits in effect for several years.

Service Level requirements amendments also came into effect July 1, 2022. These amendments allow additional types of Service Manager funded housing assistance towards existing service level standards, rather than just rent-geared-to-income housing units. Service Managers can now include households receiving housing assistance in where they pay no more than 30% of the adjusted family net income on rent, such as a rent supplement, or a benefit that follows existing portable housing benefit calculation rules.

The last amendment requires Service Managers to have an access system for providing support related to housing in its service area. This assistance includes rent-geared-to-income housing, as well as any specified program approved by the ministry. The following information must be made publicly available through the access system: forms of assistance available under the access system, a description of how to apply, and eligibility rules and how households are prioritized and selected for each form of assistance administered by the Service Manager. This was required by January 1, 2023. Our DSSAB has utilized our social media platforms and website to provide access.

Parry Sound District Housing Corporation
November 2022

Activity for Tenant and Maintenance Services

	Current	YTD
Move outs	5	24
Move in	7	59
L1/L2 Forms	0	3
N4 - notice of eviction for non payment of rent	2	7
N5 - notice of eviction disturbing the quiet enjoyment of the other occupants	1	6
N6 - notice of eviction for illegal acts or misrepresenting income for RGI housing	0	0
N7 - notice of eviction for willful damage to unit	0	0
Repayment Agreements	2	33
Wellness Checks	1	92
Mediation/Negotiation/Referrals	9	133
No Trespass Order	0	1

Maintenance

Pest Control	8	8 buildings monitored monthly
Vacant Units	15	one-bedroom (10); multiple bedroom (5) (not inclusive of The Meadow View)
After Hours Calls	9	no heat, smoke detector maintenance, loose toilet, toilet plugged, snow removal, septic tank pump out, front door intercom maintenance, fridge not working 3 staff participate in on call phone tree system
Work Orders	35	maintenance work and related materials for the month of September
Fire Inspections	0	
Incident Reports	1	

Housing Operations Update

We have a new Supervisor of Tenant Services. She comes to us from her previous position as Supervisor of Esprit.

Funding was received from the Federal Government (COVID Relief) to refurbish the common rooms in each of the apartment buildings across the district. Each space now has wipeable surfaces, and furniture to encourage social distancing. This project was initiated early 2022 and was completed this fall.

Common rooms have been offered to all DSSAB programs requiring space to meet or host program events.

FIIT (Flexible, Integrative, Innovative Tool) software was introduced and implemented. This tool allows sharing of information with Ontario Works, and Housing Stability. Tenant Services Community Relations Workers can now enter tenant notes electronically.

Every year, the Province of Ontario sets the maximum amount that landlords can raise market rents for most Ontario renters without approval from the Landlord and Tenant Board. The rent increase guideline for 2023 is 2.5%. The guideline applies to rent increases between January 1, 2023 and December 31, 2023. The guideline is based on the Ontario Consumer Price Index, a measure of inflation calculated monthly by Statistics Canada that reflects economic conditions over a 12-month period (June to May). The guideline is capped at 2.5% to prevent significant rent increases. All tenants have been notified of this increase.

Holiday Cheer was shared in all buildings across the district. This event has not happened since the pandemic restrictions. Hot chocolate, light treats and great conversation was had.

Supervisors and Directors participated in Transformative Mentoring and Coaching training.

Capital Projects
November 2022

Local Housing Corporation and DSSAB Buildings

- Funding approved from the Canada Ontario Community Housing Initiative for window replacements, along with updated surveillance equipment. Installation of surveillance equipment was initiated in December. Windows have been ordered and an installation date is anticipated this month.
- Asbestos Management building assessment survey was completed.
- Carpets cleaned at the Beechwood office.
- Drainage issue being investigated at the Beechwood office.
- YARDI Housing software training on mobile maintenance.
- Capital projects are progressing with the assistance of the Housing Services Corporation on the following projects:
    - Duplex Renovations: Burk's Falls, South River- Tender documents completed; will be going to tender this month
    - Esprit expansion –Tender documents are being completed; anticipate going to tender this month

Challenges:

Difficulty securing contractors/labourers as well as materials are often backordered. Obtaining quotes, as per our Procurement Policy, from contractors is presenting a challenge.

We continue to complete capital projects; however, this is taking longer then expected.

Esprit Place Family Resource Centre

Emergency Shelter Services	November 2022	YTD
Number of women who stayed in shelter this month	11	93
Number of children who stayed in the shelter this month	4	30
Number of hours of direct service to women (shelter and counselling)	98	873
Resident bed nights (women & children)	196	1,899
Phone interactions (crisis/support)	56	394

Outreach Services	November 2022	YTD
Number of women served this month	8	79
Number of NEW women registered in the program	1	36
Number of public ed/groups offered	0	1

Transitional Support	November 2022	YTD
Number of women served this month	2	37
Number of NEW women registered in the program	0	19
Number of public ed/groups offered	0	0

Child Witness Program	November 2022	YTD
Number of children/women served this month	18	78
Number of NEW clients (mothers and children) registered in the program	2	27
Number of public ed/groups offered	0	3

Esprit Place Update

October through December proved to be a very busy period for Esprit Place. Esprit Place has become part of the newly created Women's Service's Division under the leadership of it's new Director. As part of the transition, staff have been fully engaged in supporting the Director's orientation to the shelter, team building, and reviewing existing policies and processes.

Outreach and shelter client circumstances continue to be complex and challenging. This has been exacerbated by the ongoing housing crisis, increased rates of violence against women and worsening mental health as unintended consequences of the pandemic, and rising rates of substance use among the population. The lack of availability of timely and appropriate mental health and addictions services in our community puts strain on existing systems, including Esprit Place. This creates difficult and stressful situations for staff and requires significant advocacy and system navigation to ensure that our clients receive the support they need.

COVID-19 and other seasonal respiratory viruses continue to have an impact on shelter operations. Staff illness has created challenges with scheduling, and ongoing COVID protocols reduce our room capacity from 10 to 7. Staff, clients, and visitors continue to wear masks while in shelter and must complete routine Rapid Antigen Tests.

On a positive note, our community was very generous during the Christmas period. Parry Sound EMS selected Esprit Place as a recipient of its toy drive, many local citizens donated cash, toys, gift cards, and food, both the OPP Veteran's Association and the Parry Sound Fire Fighter's Association delivered cheques, and several other community groups dropped off gifts and goodies for the shelter residents. These donations were used to ensure the women and children staying at Esprit Place, as well as many other families across the district had the Christmas season they deserved.

705-382-2900
www.almaguin-health.org

Minutes: January 5, 2023, 10.00 am via Zoom and in the AHHC boardroom

Present: Rod Ward (Chair), Tom Bryson, Delynne Patterson, Norm Hofstetter, Brad Kneller, Jim Ronholm, Vicky Roeder-Martin, Chris Hope, Fraser Williamson (Vice Chair), Camille Barr (Secretary)
Regrets: Cheryl Philip
Guests: Kevin MacLeod (BFFHT), Margaret Ann MacPhail

Called to order at 10:00 am by Chair R. Ward

1. 2023-01 Moved by B. Kneller - Seconded by D. Patterson
   THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council adopt the minutes from the regular meeting of December 3, 2022. Carried.

2. **DECLARATION OF PECUNIARY OF INTEREST**: None

3. **DELEGATIONS**: None

4. **RESOLUTIONS PASSED**: None

5. **ITEMS FOR DISCUSSION**

   A) **Council Appointment to Date**
   Mayor Chris Hope was welcomed as the newest member to the Council. All representatives are in place to represent the 10 member municipalities.

   B) **MAOHT Recruitment Funds Request- Update**
   In response to Resolution 2022-28 (MAOHT Health Human Resource Recruiter financial support) 4 official resolutions of support were received to date. These are from Ryerson, McMurrich-Monteith, Sundridge, and Strong. R. Ward verbally confirmed Armour also supported the request.

MAOHT is pleased with the response so far. They continue to look for permanent ways to fund the position. An update of further resolutions will be provided next meeting.

C) **Hospital 'Local Share' Update**
On January 6, MAHC is holding a meeting to provide Mayors with an update on the Hospital 'local share'.

Discussion occurred around the ever increasing projected cost as it is estimated the build is 10 years out. Discussions with AMO are occurring regarding the impact this legislation has on municipalities with small tax bases. Is it realistic?

CAO of MAHC is aware of the concerns. Cheryl will be invited to attend the February meeting of the AHHC. She agreed to attend quarterly to provide the group with an update.

MAHC is hosting community open houses in January. Information on the open house was sent to Council and Clerk's of member municipalities. It is also being shared widely on social media. All are encouraged to attend to receive an update on the builds, ask questions, and provide input.

D) **Suggested Adjustment to the Terms of Reference**

The Municipality of Magnetawan reviewed the AHHC Term of Reference and provided feedback. Feedback was reviewed and discussed by this Council with the following alterations to be made:

Pg. 3. Add- "if in the event Burk's Falls is unable to provide an administrator/secretary, the vacancy will be brought to the Council for consideration by member municipalities".

Pg. 5. No change as quorum is 50% plus one of appointed members therefore it is unlikely there is a long gap. As with what occurred this year, municipalities sent a representative (non-voting) until one was voted in.

It was discussed that community members and others are able to attend the meetings as non-voting participant however at this time it will continue to be municipal representatives that make up the voting membership.

Pg. 6. Remove repetitive section. Already covered on Pg 5.

Pg. 7. Add "of all health care services as recommended".

Pg. 7. Separate the section about the Almaguin Highlands Health Centre ownership from the section about additional health care services and add "space in all member Municipalities".

Secretary to make the above adjustments and send amended copy to Council.

It was suggested that some municipal councils would prefer receiving a budget or a projection for the building ahead of time vs being asked for financial support and not prepared for the ask.

Discussion occurred about the Almaguin Highlands Health Centre and the concept of a proposed shared service agreement for the Centre. More conversations to occur on this matter and a draft resolution to be prepared for review by this Council.

E) **Other business**
Financial statement for the Health Council account was received by the Chair.

Secretary informed Council that Home and Community Care provided notice and are no longer operating out of the Almaguin Highlands Health Centre. The Village is actively working with interested parties to lease the space.

The waitlist for the BFFHT is approx. 475 people with an average of 5 patients being accepted per week.

The Algonquin Family Health Team will operate a clinic in Huntsville (library) to deal specifically with those experiencing cold and flu symptoms. This clinic will help alleviate some of the burden from the ER. Visits must be scheduled via online booking. Clinic will be open 2-3 days per week.

Pharmacists in Ontario are now able to prescribe 13 common treatments to patients without a doctor order. The aim is take pressure off doctors so they may deal with more complex conditions.

2023- 02 Moved by T. Bryson - Seconded by N. Hofstetter
THEREFORE, BE IT RESOLVED THAT the Almaguin Highlands Health Council adjourn at 11:16 am to meet again on February 2, 2023, at 10:00 am. Carried.

Location will be in person at the AHHC unless notified otherwise.

DRAFT

AHH Council – Key Areas of Focus & Progress- January 2023

This summary provides the information related to the key areas of Focus and Progress as outlined in June 2019 for the Almaguin Highlands Health Council…

Ontario Health Team Partnership	High-Speed Internet Throughout Almaguin Highlands	Attract & Retain Healthcare Professionals	Coordinate Healthcare Services to Serve Entire Region
Document and communicate the specific healthcare needs of the entire Almaguin Highlands in order to create our vision of people-centred care within our own community. Establish partnership with OHT (or OHT's) which aligns with and supports our vision.	Ensure that high-speed internet, a key component in the future of healthcare delivery, is available to every resident of the Almaguin Highlands. The goal is to help level the playing field and ensure our residents can access existing and future digital healthcare options.	Ensure excellent healthcare to our region through continuous efforts to both attract new professionals and retain the ones we have. The goal is to build an exceptional team of healthcare professionals, working together across the region.	Advocate for new and expanded healthcare services and help influence decisions which protect our region. Continually partner with our healthcare providers in support of the specific healthcare needs of our community.

Progress: Items in red and bolded below are new this month…

- AHHC participation in MAOHT Digital Working Group (on-going)
- AHHC participation in MAOHT Collaboration Steering Committee (on-going)
- AHHC now part of MAOHT Health Human Resources Working Group (on-going)

- High-speed build-out by Bell announced for portions of Almaguin region August 2022 (details TBD)

- **Confirmed additional AHHC funding to assist with OTN / BFFHT renovations**
- **Resolutions for MAOHT "recruitment funding" sent to all AHHC municipalities – 5 supporting resolutions to-date**
- Physician-candidate enrollment at NOSM increased for 2022 (announced March 2022)

- **MAHC update meeting scheduled for 6-Jan-2023 with all heads of Council (Muskoka and Area)**
- **MAHC "local share" funding to be discussed by Almaguin heads of Council 26-Jan-23**
- **AHHC membership for 2022-2026 term confirmed**

705-382-2900
www.almaguin-health.org

Minutes: February 2, 2023, 10:00 am via Zoom and in the AHHC boardroom

Present: Rod Ward (Chair), Tom Bryson, Delynne Patterson, Margaret Ann MacPhail, Brad Kneller, Jim Ronholm, Vicky Roeder-Martin, Chris Hope, Fraser Williamson (Vice Chair), Camille Barr (Secretary)
Regrets: Cheryl Philip
Guests: Cheryl Harrison (President and CEO MAHC), Moreen Miller (Board Chair MAHC), Kevin MacLeod (ED BFFHT)

Called to order at 10:01 am by Chair R. Ward

* Adjustments were made to the agenda- N. Kunkel, Clerk, Village of Burk's Falls to attend March meeting of Council and resolution added to regarding OTN expense.

1. 2023-03 Moved by C. Hope - Seconded by F. Williamson
   THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council adopt the minutes from the regular meeting of January 5, 2023 as amended. Carried.

2. **DECLARATION OF PECUNIARY OF INTEREST**: None

3. **DELEGATIONS**: Cheryl Harrison, CEO and President of MAHC and Moreen Miller, Board Chair for MAHC presented to Council. They shared a review of MAHC for 2022, the concept and rationale for the two new hospital builds, what the current stage looks like, engagement to date, and information on local share. There is a survey that can be completed on site selection for Bracebridge, due February 20:
   www.mahc.ca/siteselection
   Cheryl and Moreen answered questions the Council had. They will attend the AHHC meetings quarterly to provide updates.

4. **RESOLUTIONS PASSED**:
2023-04 Moved by C. Hope - Seconded by T. Bryson
THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council approves payment to the Burk's Falls Family Health Team in the amount of $1,113.00 for drawings completed by Duncan Ross Architect for OTN renovations. Carried.

5. **ITEMS FOR DISCUSSION**

A) **MAOHT Recruitment Funds Request- Update**
In response to Resolution 2022-28 (MAOHT Health Human Resource Recruiter financial support) eight official resolutions of support were received to date. These are from Magnetawan, Armour, Perry, Ryerson, McMurrich-Monteith, Sundridge, Strong, and Burk's Falls. MAHC (for the MAOHT) will be invoicing individual councils that have supported the request.

B) **MAOHT Request for Representative- Home and Community Care Modernization Working Group**
The MAOHT has asked if a member of the AHHC would join their Home and Community Modernization Working Group. The group will focus efforts on understanding the current model for home and community care and what the modernization of service will look like. D. Patterson, C. Hope, and M. MacPhail all put their names forward. R. Ward will let MAOHT know there is interest. Additionally, he will review the MAOHT committees Council is currently involved in and how they may be shared amongst the Council.

C) **Hospital 'Local Share' Update**
Meetings have been occurring to discuss and prepare for the expected 'local share'. Although no specific numbers have been provided members have been doing what they can to project what it may be and the impact.

R. Ward will prepare a presentation to bring to member municipal councils in March sharing information learned by sitting at various tables so that together Almaguin may be united in its approach to the 'local share'.

D) **Progress Report**
R. Ward reviewed the January 2023 Progress Report for the Council.

E) **Other business**
K. MacLeod shared that the FHT will be taking on new additional space for their practice in the Almaguin Highlands Health Centre. They have explored the vacant space on the ground level of the east wing. Moving services from the upper level to all on one ground level will provide greater accessibility to patients. Having more space will allow for programming to grow and student to study and practice.

2023- 05 Moved by C. Hope - Seconded by F. Williamson
THEREFORE, BE IT RESOLVED THAT the Almaguin Highlands Health Council adjourn at 11:56 am to meet again on March 2, 2023, at 10:00 am. Carried.

Location will be in person at the AHHC unless notified otherwise.

AHH Council – Key Areas of Focus & Progress- February 2023

This summary provides the information related to the key areas of Focus and Progress as outlined in June 2019 for the Almaguin Highlands Health Council…

Ontario Health Team Partnership	High-Speed Internet Throughout Almaguin Highlands	Attract & Retain Healthcare Professionals	Coordinate Healthcare Services to Serve Entire Region
Document and communicate the specific healthcare needs of the entire Almaguin Highlands in order to create our vision of people-centred care within our own community. Establish partnership with OHT (or OHT's) which aligns with and supports our vision.	Ensure that high-speed internet, a key component in the future of healthcare delivery, is available to every resident of the Almaguin Highlands. The goal is to help level the playing field and ensure our residents can access existing and future digital healthcare options.	Ensure excellent healthcare to our region through continuous efforts to both attract new professionals and retain the ones we have. The goal is to build an exceptional team of healthcare professionals, working together across the region.	Advocate for new and expanded healthcare services and help influence decisions which protect our region. Continually partner with our healthcare providers in support of the specific healthcare needs of our community.

Progress: Items in red and bolded below are new this month…

- AHHC participation in MAOHT Digital Working Group (on-going)
- AHHC participation in MAOHT Collaboration Steering Committee (on-going)
- AHHC now part of MAOHT Health Human Resources Working Group (on-going)
- **AHHC requested to join Home and Community Care Working Group**

- High-speed build-out by Bell announced for portions of Almaguin region August 2022 (details TBD)

- Confirmed additional AHHC funding to assist with OTN / BFFHT renovations
- **Resolutions for MAOHT "recruitment funding" sent to all AHHC municipalities – 8 supporting resolutions to-date**
- Physician-candidate enrollment at NOSM increased for 2022 (announced March 2022)

- **Regular MAHC update meetings with Muskoka and area municipal heads of council**
- **MAHC "local share" funding discussed by Almaguin heads of Council 26-Jan-23**
- **AHHC joined the "local share" committee (MAHC, foundations, municipalities)**

TERMS OF REFERENCE FOR

ALMAGUIN HIGHLANDS HEALTH COUNCIL

(UPDATED: JANUARY 2023)

Definitions

"Almaguin Highlands Health Centre" is a health centre building located at 150 Huston Street in Burk's Falls, Ontario and owned by Village of Burk's Falls. The Village of Burk's Falls manages the physical building and the leases with various healthcare service professionals housed in the building.

"Almaguin Highlands Health Council" is the name of the committee made up of appointed Municipal Council representatives from participating member municipalities. The mandate and composition of the Almaguin Highlands Health Council is outlined in this document.

"Approval" means the approval of the majority of the Health Council members.

"Health Council Member" is any member who sits on the Almaguin Highlands Health Council.

"Health Council" is an abbreviated name for the Almaguin Highlands Health Council.

"Village" means the Village of Burk's Falls.

"User(s)" is / are any member of the public using healthcare services in the Almaguin Highlands region.

BACKGROUND

After the closure of the hospital, including the emergency departments in 2010, the former Burk's Falls and District Hospital was returned to the Village of Burk's Falls from Muskoka Algonquin Health Care (MAHC) due to a past agreement. The building, now known as the Almaguin Highlands Health Centre, continues to be owned and maintained by the Village of Burk's Falls. In 2011, a committee structure was created to represent the Health Centre and to advocate for continued health care services within the Almaguin Highlands Health Centre. The organization was comprised of municipal elected officials, area residents and members of health care agencies. A Letters Patent was filed in 2011 to become a non-profit charitable organization (Ontario Corporation Number 1836004, under the name Almaguin Highlands Health Centre) allowing the organization to receive donations from the public and private

sectors along with private citizens; however, Terms of Reference for the committee were not created at that time.

Since 2011, membership has experienced fluctuation, both in terms of members and represented municipalities. In 2018 following the municipal elections a call out for representation was made with ten municipalities appointed representation. In 2020, the organization re-branded its name from the original Almaguin Highlands Health Centre Committee to the Almaguin Highlands Health Council to separate its activities from those within the physical Health Centre building and to reflect a focus on healthcare services across the Almaguin Highlands region.

As the organization's representation has changed over the years so have its goals and intentions, including a focus beyond the Almaguin Highlands Health Centre building to services provided across the entire Almaguin Highlands region. These Terms of Reference have been created to finalize the structure of the Almaguin Highlands Health Council and to outline the roles and responsibilities for both the Council and the Village of Burk's Falls (being the property owner of the Almaguin Highlands Health Centre building).

MANDATE OF THE ALMAGUIN HIGHLANDS HEALTH COUNCIL

Following are the key objectives of the Almaguin Highlands Health Council:

1. Represent the needs of citizens across the Almaguin Highlands region from a healthcare perspective;

2. Promote current healthcare related services delivered within the region of the Almaguin Highlands;

3. Advocate for the development of new / future services in the region, highlighting potential needs of the population to the administering Ministry or other governing body;

4. Actively participate on local healthcare boards, committees and other decision bodies in an effort to ensure that the Almaguin Highlands region has an appropriate level of representation and decision-making capability with respect to healthcare-related decisions and investments;

5. Assist with the development of healthcare services through fund-raising efforts and via resolutions with the various represented Municipalities to support specific healthcare initiatives.

GUIDING PRINCIPLES

Build and foster strong relationships with healthcare providers and governing bodies with respect to healthcare initiatives across the Almaguin Highlands.

Advocate and champion meaningful partnerships.

Foster an environment of positive progress toward healthcare excellence for our region.

Communicate and share our goals and successes with our partners and constituents.

ENGAGEMENT APPROACHES

1. **Consult** with our partners, healthcare providers, Ministry experts, and users of the healthcare system in our region. This will enable us to gain knowledge on funding models, determine healthcare service delivery options and determine areas of focus for the Health Council.

2. **Advocate** for health care service delivery providers and/or agencies as a means to inform governing bodies of the need and demand for the continuation and/or expansion of services within the Almaguin Highlands area.

3. **Collaborate** with stakeholders on enhancements to healthcare service delivery models in the Almaguin Highlands.

4. **Assist** healthcare providers through promotion of the Almaguin Highlands in efforts to recruit and retain healthcare professionals.

5. **Communicate** our activities and success across the Almaguin Highlands region.

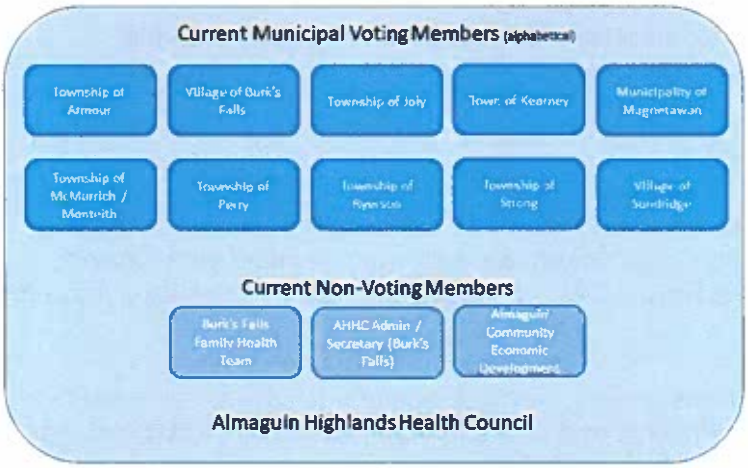
Almaguin Highlands Health Council

Composition

The Council shall consist of municipal representation, community advocates, and healthcare professionals. This may include, but not be limited to, physicians / nurses / nurse practitioners, healthcare administrators, healthcare management, senior care services, patient advocates, and economic development representatives. Health Council participation is a voluntary position. In addition to the Council members, the Village of Burk's Falls will appoint one (1) person to act as the Administrator / Secretary for the Council (non-voting). In the event Burk's Falls is unable to provide an Administrator/Secretary, the vacancy will be brought to the Council for consideration by member municipalities.

There shall be a maximum of fourteen (14) and a minimum of eight (8) members of the Council.

As at November 2018 and until such time as voting membership changes (see "Appointing Members" and "Termination of Members" below), following is the make-up of the voting Municipal members across the Almaguin Highlands:



Current Municipal Non-Participants

Township of Machar

Village of South River

Member Roles

As elected representatives of the respective communities represented on the Almaguin Highlands Health Council, only municipally-appointed members will be "voting" members of the AHHC Council.

Each member of the Health Council shall have one vote of equal value on all decisions. From the membership there shall be two appointed positions, determined by majority vote from the entire appointed membership, for the positions of Chair and Vice-chair. Proxy votes shall not be permitted.

Municipal representation on the Almaguin Highlands Health Council will align with the four-year municipal term.

Almaguin Highlands Health Council Chair Responsibilities

a) The Chair shall preside over meetings ensuring each member provides input on matters. This position calls meetings to order and follows the prepared agenda items for discussions and summarizes outcome.
b) The Chair shall call for a vote on all decisions to be made by the Council.
c) The Chair shall have one vote and shall vote last on decisions.
d) The Administrator / Secretary shall report to the Chair any concerns between meetings regarding service delivery. The Chair will determine if the matter is urgent to call a Council meeting, or if it can hold until the next regular meeting.
e) The Chair shall ensure all members show respect during a meeting and shall have the right to remove a member should they continue to act out at a meeting.
f) The Chair shall act as a signing authority for the Health Council, where applicable.
g) The Chair acts as the official liaison with media.
h) A Vice Chair will be appointed amongst members and will attend meetings related to the Health Council if the Chair is unavailable.

Almaguin Highlands Health Council Member Responsibilities

a) Attend monthly meetings and special meetings as required.
b) Actively seek and foster working relationships with health and mental health providers and/or agencies.
c) Assist and participate in all decision-making processes.
d) Follow guiding principles of Terms of Reference.
e) Report back to respective Municipal Councils on the activities of the Almaguin Highlands Health Council and make requests of their Municipal Councils as required.

Administrator / Secretary Responsibilities

a) The Administrator / Secretary shall prepare agendas in conjunction with the Chair and record minutes for all Health Council meetings, as well as sending notice to each member of upcoming meetings.
b) The Administrator / Secretary shall collect and mail as necessary to ensure the Chair can compose timely responses to those inquiries.
c) The Administrator / Secretary shall ensure there is quorum for every meeting.
d) Working with the Chair coordinates the matters for discussion at each meeting through the preparation of an agenda.
e) The Administrator / Secretary shall be responsible for prompt payment of all bills.
f) The Administrator / Secretary shall be responsible for maintaining accurate and complete accounting records of all receipts and disbursements and submit a monthly and annual statement to the Health Council.

Appointing Members to the Almaguin Highlands Health Council

Every four years, after a municipal election the Administrator / Secretary shall solicit municipalities within the Almaguin Highlands area to appoint a representative to become an Almaguin Highlands Health Council member. This will include solicitation of all twelve (12) municipal councils in the region, whether or not they were participants in previous terms.

Should a vacancy occur mid term then a request will be made to that municipal Council seeking an alternative member from that Council.

Members from the healthcare field or the Almaguin Highlands community shall be accepted as non-voting members provided the maximum number is not exceeded. These members will be accepted by resolution through a majority vote of the Health Council.

Should a member wish to leave the Health Council a written resignation letter to the Chair shall be submitted with as much notice as possible.

Termination of Member Appointment

Should an appointed member miss more than three (3) consecutive meetings without prior and reasonable explanation the member's seat will be deemed vacant and a replacement sought.

Should the Chair and a quorum of the Health Council agree that an appointed member has disrupted the ease of the Council and/or has breeched the code of conduct, ethics or any other behaviour that could cause the Almaguin Highlands Health Council harm and/or created a negative image of the Health Council, said member shall be terminated from the Health Council through notification to the representative municipality.

Should a represented Municipal Council decide to cease its participation in the Almaguin Highlands Health Council, a resolution indicating its decision from the individual Municipal Council shall be presented to the Almaguin Highlands Health Council Administrator / Secretary and / or Chair. This will be the case whether participation is ceased mid-term (i.e. of the four-year municipal term) or at the start of a new four-year term.

Council Quorum

The quorum of the Group will be 50%+1 of its membership. If quorum is not achieved within 15 minutes of the meeting time, the meeting will not proceed, and no discussion or decisions will be made.

Council Meeting Terms & Requirements

A meeting will be called by the Chair once a month to discuss Almaguin Highlands Health Council progress. Every member of the Health Council is expected to attend all meetings. Each member of the Council will receive an agenda at least two days prior to the meeting date. A meeting may also be called when 2/3 of the members call one.

Almaguin Highlands Health Council Funds

Funds received by the Almaguin Highlands Health Council shall be derived from donations and / or from solicitation by resolution to the represented Municipal Councils. These funds shall be managed through the Village of Burk's Falls with use of funds determined by the Health Council. Funds will be used for the continuation and / or expansion of current and future health care

services across the Almaguin Highlands region, as appropriate and agreed. Disbursement of funds shall be agreed through resolution and majority vote by the Health Council.

Funds collected from participating Municipal Councils for a specific, named purpose shall be used only for that purpose unless a resolution is received from each contributing Municipality directing the funds elsewhere. Tracking and allocation of these funds will be administered by the Village of Burk's Falls. Funds not directed for a specific, named use will be disbursed at the discretion of the Health Council through resolution and majority acceptance.

The Village of Burk's Falls will be accountable for the maintenance and repair of the Almaguin Highlands Health Centre Building, located at 150 Huston Street in Burk's Falls, Ontario.

As representatives of their respective Municipal Councils, AHHC members will also consider requests for additional funding for the improvement of all healthcare services and to be first brought forward to the Health Council for discussion and transparency. Funding requests to member municipalities, however, will be made directly by the Village of Burk's Falls. Each Municipal Council must agree, by their own resolution, to assist.

Health Council Conflict of Interest

Any form of conflict must be disclosed prior to each meeting to avoid any unfair voting or decision making. The Health Council is open to feedback from all members who are not in conflict. Every member is encouraged to read the Conflict of Interest Act to ensure their understanding of rules.

Health Council Nepotism

The Council shall not hire, contract or favour any business based on relations between individuals. The Council shall not engage in meaningful occupational gain with parents, children or grandparents/children of member from the Council.

Health Council Code of Conduct

All members of the Health Council are mandated to follow the Code of Conduct, and Workplace Harassment Policies. Failure to do so will result in removal from the Council.

Village of Burk's Falls

As the Village of Burk's Falls maintains ownership of the properties located at 150 Huston Street and 162 Huston, the day-to-day operations of these buildings, including tenant relations is under the care and control of the Village of Burk's Falls. It is anticipated, however, that due its mandate, the Almaguin Highlands Health Council will provide input and assistance with respect to the addition of healthcare services at the building and in all member municipalities.

Municipality of Magnetawan

Magnetawan Community Centre Board (MCCB)

Meeting Minutes

Wednesday February 01, 2023

9:00 am

Magnetawan Community Centre
4304 Highway 520, Magnetawan

Committee members in attendance:
Chair Garfield Robertson
Vice Chair Garry Johnston
Councillor Brad Kneller
Maria Dunnett
Mark Langford
Martina Winstone

Staff members in attendance:
Deputy Clerk Laura Brandt (Secretary)

Regrets:
Harvey Sohm
Steve Robinson

OPENING BUSINESS

1.1 **Call to order**
The meeting was called to order at 9:00 AM

1.2 **Appoint Chair and Vice Chair 2023**
RESOLUTION 2023-01 Johnstone-Langford
WHEREAS the Committee Mandate outlines that a chair and vice chair be appointed yearly;
AND WHEREAS the Magnetawan Community Centre Board is an active committee or board of Council;
THEREFORE BE IT RESOLVED THAT the Magnetawan Community Centre Board appoints Garfield Robertson as chair and Garry Johnstone as vice chair for the 2023 calendar year.
Carried.

1.3 **Adoption of the Agenda**

RESOLUTION 2023-02 Winstone-Kneller
BE IT RESOLVED THAT the Magnetawan Community Centre Board amends the agenda for this regular meeting of Wednesday September 14, 2022 to add 2.7 Discussion Community Based Proposal to Address the Magnetawan Childcare Crisis and 2.8 Discussion Storage Library Books.
Carried.

Committee Member Mark Langford requested that Discussion Community Based Proposal to Address the Magnetawan Childcare Crisis be added as item 2.7.

Committee Member Maria Dunnett requested that Discussion Storage Library Books be added as item 2.8.

1.4 **Disclosure of Pecuniary Interest**

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

1.5 **Adoption of Previous Minutes**

RESOLUTION 2023-03 Kneller-Dunnett
BE IT RESOLVED THAT the Magnetawan Community Centre Board adopts the minutes from the committee meeting of Wednesday September 14, 2023 as copied and circulated.
Carried.

Items Brought Forward

2.1 **Council Appointments**

The Chair welcomed our new Committee Member Martina Winstone and thanked all returning members of the Committee for their commitment.

2.2 **Update Light Centennial Park Gazebo**

The Secretary advised the Committee that there is a light located on the top of the Centennial Park Gazebo and that it is in working order.

2.3 **Update Trees Between Municipal Office and Overflow Parking Lot**

The Secretary advised the Committee that the trees were successfully planted by the Parks Department in the Fall. The Committee discussed assessing the trees in the Spring to ensure that they have wintered and if there is any damage due to deer eating them. The Committee was reassured that Staff would be doing this.

2.4 **Update Lions' Pavilion**

The Secretary advised the Committee that the new rink boards were installed successfully and that the Municipal Office had received a lot of positive feedback about the new boards from the public. The Secretary also advised the Committee that Orkin had been contracted and is ensuring on a regular basis that the loft is free of mice as well all the plug ins are in working order.

2.5 **Update Ahmic Community Centre and Magnetawan Fire Station #2 and Discussion Ahmic Community Centre and Magnetawan Fire Station #2 Budget 2023**

The Secretary advised the Committee that the Digital Sign has been installed and is in working order. There is just a few outstanding IT and electrical issues that need to be completed. There has been some rentals for funerals, movie productions and community events. Some work such as the bulkhead, painting, and purchase of stove, fridge microwave has been completed and Parks Staff are working to complete the current work. The Secretary advised the Committee that Staff have included in the Capital Budget for Council approval the mural, flooring, counter tops, and electrical and IT work. The Committee discussed the feasibility of moving forward with the installation of a gas stove and exhaust and the Committee decided that it was not warranted at this time.

2.6 **Discussion Magnetawan Community Centre and Pavilion Capital 2023 Budget Items**

The Secretary advised the Committee that Staff have included in the Capital Budget for Council approval the replacement of windows in the community centre, the repair/replacement of the concrete curb, and the replacement of the furnace in the Pavilion. The Committee discussed including a new gas stove as well as the replacement of the flooring and the Committee decided to revisit these two items in 2024. The Committee discussed ensuring that the gas appliances be inspected and cleaned by a third party to ensure that they are in good working order which will increase the lifespan of the equipment.

2.7 **Discussion Community Based Proposal to Address the Magnetawan Childcare Crisis**

RESOLUTION 2023-04 Langford-Kneller

BE IT RESOLVED THAT the Magnetawan Community Centre Board agrees in principal with Meagan Fincham's proposal Community Based Proposal to Address the Magnetawan Childcare Crisis and respectfully recommends to Council allowing the use of the Ahmic Harbour Community Centre and Magnetawan Fire Station #2 at a reduced rate.

Carried.

<u>Adjournment</u>

3.1 **Confirm the Proceedings of Committee and Adjourn**

RESOLUTION 2023-05 Langford-Robertson

BE IT RESOLVED THAT the Magnetawan Community Centre Board adjourns this meeting at 10:00 am to meet again on May 3, 2023 at 9:00 am at the call of the Chair.

Carried.

Approved by:

_____ _____

Chair Secretary

DRAFT

Laura Brandt

From: Beth Morton <beth.morton@townshipofperry.ca>
Sent: February 3, 2023 11:15 AM
To: Administrator; Beth Morton; Brenda Fraser; Brenda Paul; Caitlin Haggart (clerk@strongtownship.com); Carling Township (clerksoffice@carling.ca); Carol Conrad; Cheryl Marshall, Clerk; Chisholm; Clerk; Kerstin Vroom; Colby Fisher; Craig Jeffery; D McLeod; Don McArthur; Erica Cole; Ina Watkinson; Jenny LeBlond; Judy Kosowan (clerk@ryersontownship.ca); Kevin McLlwain; Kim Dunnett (deputyclerk@strongtownship.com); Kris Croskery-Hodgins; Linda Ringler; Lori West; MacKenzie Taylor; Maryann Martin; Maureen Lang; Michelle Hendry; Mike Konoval; Nancy Austin (naustin@sundridge.ca); Nicky Kunkel; Laura Brandt; Rebecca Johnson; Sherry Hawthorne
Cc: Councillor Ted Collins (ted@customboatworks.ca); Debbie Zulak; Glenn Miller; Joe Beleskey; Jordy Carr; Lynda Carleton (Lcarleton50@gmail.com); Norm Hofstetter
Subject: DPSMA Appointments to the Executive for the 2022 to 2026 Term
Attachments: Ward Appointments 2022-2026.pdf

Good morning:

I hope everyone is staying safe and warm today.

Attached is the Ward Appointments for the 2022 to 2026 Term of Council. Note that there was one nomination outstanding for Ward #3, however regardless of who the nomination may be for, the majority of nominations are for Debbie Zulak, therefore Debbie is appointed to Ward #3. Additionally, there wass one nomination outstanding for Ward #6, however regardless of who the nomination may be for, the majority of nominations are for Jordy Carr, therefore Jordy is appointed to Ward #6.

Finally, it was an interesting race in Ward #5. Tim Bryson, of Strong Township and Lynda Carleton, of Machar Township were each tied with 3 nominations. In order to break the tie, a name was drawn from a hat via Zoom Meeting on Thursday, February 2, 2023 at 11:00 am. Lynda Carleton's name was drawn and is appointed for Ward #5.

A meeting will be held over the next two weeks to further discuss the business of the Association and organization of the Spring Meeting, likely to be held early in May 2023. Further information will be provided once it becomes available.

If anyone has any questions, please do not hesitate to contact me.

Take care,

Beth Morton, Secretary-Treasurer

District of Parry Sound Municipal Assocation
c/o Township of Perry
1695 Emsdale Road, Box 70
Emsdale, ON P0A 1J0
705-636-5941

District of Parry Sound Municipal Association
c/o Township of Perry, 1695 Emsdale Road, Emsdale, ON
Secretary-Treasurer: Beth Morton

WARDS, MEMBERS, EXECUTIVE

Appointments for the 2022 to 2026 term

WARD # 1	
Seguin	**Ted Collins**
WARD #2	
Archipelago Parry Sound	**Joe Beleskey**
WARD # 3	
Carling McDougall McKellar Whitestone	**Debbie Zulak**
WARD # 4	
Armour Burks Falls Kearney McMurrich/Monteith Perry Ryerson	**Norm Hofstetter**
WARD # 5	
Joly Machar Magnetawan South River Strong Sundridge	**Lynda Carleton**
WARD # 6	
Callander Chisholm Nipissing Powassan	**Jordy Carr**

The President will be elected at the first Municipal Meeting in the Spring 2023. The Executive will make a recommendation to the Association for the appointment of President. There are two past presidents who will continue to serve on the Executive, being Councillor Glenn Miller of Ryerson Township and Mayor Norm Hofstetter of Perry Township.

January 25, 2023

Hon. Steven Lecce, Minister of Education
MPP Bob Bailey, Sarnia-Lambton
County of Lambton
Municipalities of Lambton County and Ontario

Via email

During the December 12, 2022, regular meeting of council, the following resolution was passed:

Moved: Bill Clark Seconded: Debb Pitel

WHEREAS in the Province of Ontario, municipalities are responsible to conduct the election process on behalf of the school boards; and

WHEREAS an extensive amount of resources, time and management to advertise, co-ordinate and complete these trustee elections is placed on the municipality; and

WHEREAS municipalities do not receive any compensation or re-imbursement for use of orchestration of the school board trustee elections.

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Petrolia request that staff forward this motion to the Hon. Steven Lecce, Minister of Education, MPP Bob Bailey, Ontario Municipal Councils and the County of Lambton requesting that school boards become responsible for conducting their own trustee elections or at minimum municipalities be compensated by the school boards for overseeing such trustee elections;

Carried

Kind regards,

Original Signed
Mandi Pearson
Clerk/Operations Clerk

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694
411 Greenfield Street, Petrolia, ON, N0N 1R0
www.town.petrolia.on.ca

Town of PETROLIA
you'll be surprised!

Laura Brandt

From: Prime Minister | Premier Ministre <PM@pm.gc.ca>
Sent: January 27, 2023 3:25 PM
To: Laura Brandt
Cc: Marco Mendicino
Subject: Office of the Prime Minister / Cabinet du Premier ministre
Attachments: image001_UniqueID_14.png; 2023-27_Support_Armour.pdf

Dear Ms. Brant:

On behalf of Prime Minister Justin Trudeau, I would like to acknowledge receipt of your correspondence of January 18, 2023, regarding your resolution number 2023-27, endorsing a resolution from the Township of Armour in relation to Bill C-21, An Act to amend certain Acts and to make certain consequential amendments (firearms).

Thank you for sharing this resolution with the Prime Minister. You may be assured that your correspondence, offered on behalf of the Corporation of the Municipality of Magnetawan, has been carefully reviewed.

I have taken the liberty of forwarding your email and attachment to the Honourable Marco Mendicino, Minister of Public Safety, for information and consideration.

Once again, thank you for taking the time to write.

H. Clancy
Executive Correspondence Officer
/Agente de correspondance
Executive Correspondence Services/
Services de la correspondance de la haute direction

>>> From : Laura Brandt lbrandt@magnetawan.com Received : 19 Jan 2023 12:17:15 PM >>>

>>> Subject : Support Motion 2023-27 Bill C-21 >>>>

Good Afternoon

Please find attached a copy of our motion passed at our Meeting of Council yesterday in support of the Township of Armour's Motion.

Kind Regards,

Laura

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>

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Treasury Board Secretariat

Emergency Management Ontario

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1200

Secrétariat du Conseil du Trésor

Gestion des situations d'urgence Ontario

25, rue Morton Shulman
Toronto (Ontario) M3M 0B1
Tél.: 647-329-1200

Ontario

DATE : February 3, 2023

MEMORANDUM TO: Municipal Chief Administrative Officers

FROM: Bernie Derible
Deputy Minister and Commissioner of Emergency Management
Treasury Board Secretariat

SUBJECT: **Ontario's Provincial Emergency Management Strategy and Action Plan (PEMSAP)**

I am pleased to share Ontario's Provincial Emergency Management Strategy and Action Plan, a roadmap for a whole-of-Ontario approach to keep the people of Ontario safe, practiced and prepared. The plan sets a foundation for emergency management in Ontario, informed by emergency events across the province, and placing the most vulnerable at the centre of planning, preparedness and mitigation. The action-oriented plan includes goals and actions designed to keep Ontario in a state of constant readiness and preparedness – both now and in the future.

Municipalities play a critical role in addressing emergencies at the local level and are the first line of emergency preparedness, planning, mitigation, response and recovery. The plan reinforces Emergency Management Ontario's continued partnership with municipalities to achieve our collective vision of a safe, practiced and prepared Ontario.

I would like to express my appreciation and thanks for municipal insights and partnership which informed the development of the plan.

Three goals guide Ontario's plan and will support municipalities to maintain a state of constant readiness and preparedness:

1. **One Window for all Ontarians** through Emergency Management Ontario to proactively coordinate and facilitate across emergency management partners.

2. **Proactive Planning and Monitoring** that is grounded in data, analytics and knowledge.

3. **Practiced and Prepared Emergency Response** through strengthened local capabilities, emergency management training and public education.

The plan will be further strengthened through ongoing engagement with municipalities to ensure that our province is in a state of constant readiness and preparedness.

If you have any questions regarding the Provincial Emergency Management Strategy and Action Plan, please contact your local field officer.

Sincerely,

Bernie Derible

Deputy Minister and Commissioner of Emergency Management
Treasury Board Secretariat

cc: Heather Levecque, Assistant Deputy Minister, Emergency Management Strategy, Monitoring and Intelligence Division, Emergency Management Ontario, Treasury Board Secretariat

Teepu Khawja, Assistant Deputy Minister, Emergency Management Operations and Response Division, Emergency Management Ontario, Treasury Board Secretariat

Lisa Priest, Assistant Deputy Minister, Emergency Management Preparedness, Programs and Planning Division, Emergency Management Ontario, Treasury Board Secretariat

Michelle Astill, Director, Emergency Management Strategy, Monitoring and Intelligence, Emergency Management Ontario, Treasury Board Secretariat

Laura Brandt

From: OPP MPB Financial Services Unit (OPP) <OPP.MPB.Financial.Services.Unit@opp.ca>
Sent: February 2, 2023 3:54 PM
To: Laura Brandt; Stephanie Lewin
Subject: Magnetawan M - 2023 Court Security and Prisoner Transportation Grant Update

Good day,

We are pleased to advise we have received approval to release a portion of the 2023 Court Security Prisoner Transportation (CSPT) grant allotted to your Municipality.

Based on estimated 2023 costs, the Municipality's allotment for the 2023 calendar year is $1788.

We have asked Ontario Shared Services to issue a credit memo for 25% of the 2023 allotment in the amount of $447.

We anticipate the remainder of the grant will be credited in September 2023. Please note that 2022 reconciled CSPT costs will be compared to the actual grant allocated for 2022, and any grant overpayment will be deducted from the outstanding grant allocation.

Respectfully,

MPB Financial Services Unit

CELEBRATE FAMILY DAY IN THE MAG!

SUNDAY FEBRUARY 19TH

FAMILY DAY LINE UP

AT THE MAGNETAWAN COMMUNITY CENTRE:

1PM TO 1:45PM-MAGIC SHOW BY MAGIC MEL

For the last 14 years, Mel Jones has been entertaining tens of thousands of children and adults all over the world! From performing on Cruise Ships on the Seven Seas to living and performing in England! Mel has performed as a dancer and a character performer for the Walt Disney Company!

AT THE LIONS' PAVILION:

2PM TO 4PM-FAMILY SKATE, PHOTO BOOTHS, AND HOT CHOCOLATE

AT THE LIONS' PAVILION TOP FRONT PARKING LOT:

2PM TO 4PM-CHAINSAW CARVING DISPLAY BY NORTHERN RHODES ARTISTRY IN WOOD, FIREPIT, AND SNOWPAINTING

Please Bring a Non-Perishable Food Item for a Donation to the Magnetawan Community Pantry

Please Note some events are dependant on the weather!

For more information contact us at (705) 387-3947 or at recreation@magnetawan.com

Municipality of Magnetawan

THE MUNICIPAL OFFICE AND LANDFILLS

WILL BE CLOSED

MONDAY FEBRUARY 20, 2023

THE MUNICIPALITY OF MAGNETAWAN WOULD LIKE TO WISH EVERYONE A SAFE AND HAPPY FAMILY DAY

Municipality of Magnetawan

CALL FOR ARTISTS

We are planning Art in the Park this Summer!

Are you a local artist?

Want to showcase your work?

For more information contact us at (705) 387-3947 or at recreation@magnetawan.com

"Music and art are the guiding lights of the world"
Pablo Picasso

Municipality of Magnetawan

ROCK OUT
IN THE
MAG!

CALL FOR MUSICAL ARTISTS

We are planning Music in the Park this Summer!

Are you a local rockstar? Can you carry a tune?

All Genres of Music Welcome!

For more information contact us at (705) 387-3947 or at recreation@magnetawan.com

Municipality of Magnetawan

Municipality of Magnetawan

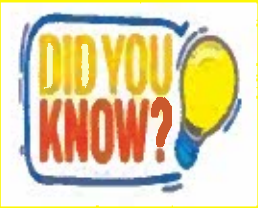
ICYMI
In Case You Missed It!
Council Highlights
January 18, 2023

To read the complete minutes, agenda packages and by-laws please visit our website at www.magnetawan.com

Council passed Resolutions 2023-20, 2023-21 and 2023-22 appointing Community Volunteers to our Magnetawan Community Centre Board, Magnetawan Cemetery Board and Magnetawan Library Board. Council also supported the appointments of Strong Councillor Marianne Strickland to the North Bay Parry Sound District Board of Health, Machar Mayor Marianne Strickland to the District of Parry Sound Municipal Association and Burks Falls Councillor John Wilson to the EMS Advisory Committee.

Super Senior nominations are now open for 2023! The Ontario Senior of the Year Award gives each Municipality in Ontario the opportunity to honour one outstanding local Ontarian who after the age of 65 has enriched the social, cultural, or civic life of their community. If you would like to nominate a SUPER SENIOR from our Municipality for this award, please send your nomination to lbrandt@magnetawan.com by March 9, 2023

Council passed resolution 2022-28 recognizing the good work that the Near North Crime Stoppers has done in our and surrounding municipalities and Council has declared January as Crime Stoppers Month!



That it takes the Public Works Department an estimated 8 hours per route (one round) to complete Snowplowing within the Municipality? The Roads Crew aims to be out before the School Buses and typically Bus Routes are completed first!

The next open public meeting of Council is February 15, 2023, at 1:00 pm at the Magnetawan Community Centre.

Questions? Concerns? Ideas? Contact the Municipal Office at (705) 387-3947 or by email at info@magnetawan.com

Council Approval Accounts Payable and Payroll

Meeting Date: Feb 15/23

Accounts Payable	Amount
Batch # 2 Cheque Date: 17/01/23 From: 23957 To: 23959	$ 8,538.69
Batch # 298 Cheque Date: 31/12/23 From: 23960 To: 23977	$ 68,735.69
Batch # 4 Cheque Date: 27/01/23 From: 23979 To: 23979	$ 6,926.02
Batch # 6 Cheque Date: 31/01/23 From: 23980 To: 24050	$ 174,156.81
Batch # 12 Cheque Date: 15/02/23 From: 24053 To: 24077	$ 72,130.60
EFT Batch # 300	$ 2,736.23
EFT Batch # 8	$ 71,698.52
EFT Batch # 14	$ 3,185.16
Total Accounts Payable	$ 405,546.63
Cancelled Cheques	<2,561.09>
Payroll	
Staff Pay Pay Period: # 1 Direct deposit and Cheque # to #	$ 40,019.54
Staff Pay Pay Period: # 2 Direct deposit and	$ 42,438.56

Cheque # to #

Council Pay
Pay Period: # 2
All Direct deposit $ 5,859.76

Total Payroll $ 88,317.86

Total for Resolution $ 493,864.49

Vendor : 01010 To 26030
Batch : !98 To 300

Cheque Dates : Jan 01, 2022 To Jan 31, 2023
Bank : 1 To 1

Vendor Code / Invoice No.	Vendor Name / Description	Batch	Invoice Date	Due Date	Invoice Amount	Paid Amount	Discount Amount
01043	ALGONQUIN CLEAN WATER SERVICES INC						
1616	SERVICE CALL, ALARMING UV IN 10/22	298	31-Dec-2022	31-Dec-2022	2,219.60	2,219.60	0.00
	Supplier Totals :				2,219.60	2,219.60	0.00
02100	VILLAGE OF BURK'S FALLS						
2022-060	COUNCIL TRAINING	298	29-Oct-2022	31-Dec-2022	550.70	550.70	0.00
2022-071	ELECTION ADVERTISING	298	01-Dec-2022	31-Dec-2022	83.04	83.04	0.00
	Supplier Totals :				633.74	633.74	0.00
04038	GEO H. HEWITT CO. LTD.						
2206534	100 DOG TAGS	298	31-Dec-2022	31-Dec-2022	302.32	302.32	0.00
	Supplier Totals :				302.32	302.32	0.00
05016	ECOVUE CONSULTING SERVICES						
22-2125-0102	GENERAL	298	31-Dec-2022	31-Dec-2022	587.60	587.60	0.00
22-2125-6001	GREEN SEVERANCE	298	30-Nov-2022	31-Dec-2022	1,711.97	1,711.97	0.00
	Supplier Totals :				2,299.57	2,299.57	0.00
11010	KIDD'S HOME HARDWARE BUILDING CENTRE						
2897364	SERVICE CHARGE	298	01-Dec-2022	31-Dec-2022	6.25	6.25	0.00
2899456	SERVICE CHARGES	298	31-Dec-2022	31-Dec-2022	0.06	0.06	0.00
	Supplier Totals :				6.31	6.31	0.00
13013	MAGNETAWAN BUILDING CENTRE (FIRE DEPT.)						
103-105035	SUPPLIES	298	30-Nov-2022	31-Dec-2022	25.96	25.96	0.00
	Supplier Totals :				25.96	25.96	0.00
13035	MATHEWS DINSDALE & CLARK LLP						
439446	LEGAL FEES ENDING DEC. 23/22	298	31-Dec-2022	31-Dec-2022	384.20	384.20	0.00
	Supplier Totals :				384.20	384.20	0.00
13042	B & M ENTERTAINMENT						
1095	FEBRUARY 19/23 - FAMILY DAY ENTERTAINMENT SERVICES	298	28-Oct-2022	31-Dec-2022	1,412.50	1,412.50	0.00
	Supplier Totals :				1,412.50	1,412.50	0.00
13073	MINISTER OF FINANCE						
300510221055014	OCT. 2022 - OPP CREDIT	298	05-Oct-2022	31-Dec-2022	-1,257.00	-1,257.00	0.00
301411221624014	JULY-SEPT/2022 - OPP CREIDT	298	14-Nov-2022	31-Dec-2022	-303.52	-303.52	0.00
302311220833015	OPP BILLING - OCTOBER 2022	298	30-Nov-2022	31-Dec-2022	39,593.00	39,593.00	0.00
	Supplier Totals :				38,032.48	38,032.48	0.00
13330	MHBC PLANNING LIMITED						
5028760	MAGNETAWAN - MUNICPALLY INITIATED EMPLOYMENT AREA	298	31-Dec-2022	31-Dec-2022	371.21	371.21	0.00

Vendor : 01010 To 26030
Batch : 298 To 300

Cheque Dates : Jan 01, 2022 To Jan 31, 2023
Bank : 1 To 1

Vendor Code / Invoice No.	Vendor Name / Description	Batch	Invoice Date	Due Date	Invoice Amount	Paid Amount	Discount Amount
5028761	MAGNETAWAN GENERAL	298	31-Dec-2022	31-Dec-2022	129.95	129.95	0.00
5028762	MAGNETAWAN - CAMP KLAHANIE	298	31-Dec-2022	31-Dec-2022	322.05	322.05	0.00
5028763	JAMES - 156 SPARKS ST. ZBA	298	31-Dec-2022	31-Dec-2022	2,031.18	2,031.18	0.00
5028765	DAVISON - 79 WEST WHALLEY LAKE RD.	298	31-Dec-2022	31-Dec-2022	563.59	563.59	0.00
	Supplier Totals :				3,417.98	3,417.98	0.00
13334	M&L SUPPLY FIRE & SAFETY						
014684	SCBA MASKS	298	28-Nov-2022	31-Dec-2022	1,019.60	1,019.60	0.00
	Supplier Totals :				1,019.60	1,019.60	0.00
15050	HYDRO ONE NETWORKS						
200029713087-DE	STREET LIGHTS - AHMIC HARBOUR	298	31-Dec-2022	31-Dec-2022	58.45	58.45	0.00
	Supplier Totals :				58.45	58.45	0.00
16059	WASTE CONNECTIONS OF CANADA INC.						
7113-0000326851	WASTE DISPOSAL - DEC/22	298	31-Dec-2022	31-Dec-2022	10,145.83	10,145.83	0.00
	Supplier Totals :				10,145.83	10,145.83	0.00
18035	RUSSELL						
63-283-270*	STEVENSON (GARDEN SUITE - ILLEGAL USE)	298	31-Dec-2022	31-Dec-2022	870.61	870.61	0.00
63-283-276**	GENERAL MATTERS	298	31-Dec-2022	31-Dec-2022	408.83	408.83	0.00
63-283-380*	KLAHANIE CAMPERS CORP. ZONING & BUILDING	298	31-Dec-2022	31-Dec-2022	1,126.03	1,126.03	0.00
63-283-400	EASEMENT FOR PARKING OVER UNOPENED ROAD ALLOWANCE	298	31-Dec-2022	31-Dec-2022	449.23	449.23	0.00
63-283-414	JAMES, COLLIN ZBL/OLT APPEAL	298	31-Dec-2022	31-Dec-2022	689.70	689.70	0.00
63-283-417	BECHTEL, DARREN SITE PLAN AGREEMENT	298	31-Dec-2022	31-Dec-2022	977.99	977.99	0.00
63-283-420*	SREBRNJAK, MARAGRET & KRAPEZ, ELIZABETH BUILDING & ZONING	298	31-Dec-2022	31-Dec-2022	68.48	68.48	0.00
63-283-423	LEGAL FEES	298	31-Dec-2022	31-Dec-2022	1,842.65	1,842.65	0.00
63283399	p/f MUNN, AMANDA & NIGEL & SAUNDERS, CHARLES & LINDA	298	31-Dec-2022	31-Dec-2022	76.95	76.95	0.00
	Supplier Totals :				6,510.47	6,510.47	0.00
18090	RTP MECHANICAL LIMITED						
8304	REPAIRS - OFFICE HEATING UNIT	298	29-Nov-2022	31-Dec-2022	1,254.65	1,254.65	0.00
	Supplier Totals :				1,254.65	1,254.65	0.00
19008	SDB TRUCK & EQUIPMENT REPAIRS						
12677	PARKS #12 - MONTHLY INSPECTION	298	28-Dec-2022	31-Dec-2022	96.05	96.05	0.00
	Supplier Totals :				96.05	96.05	0.00
19070	SPECTRUM TELECOM GROUP LTD						
C1263389	TOWER RENTAL - FIRE & PUBLIC WORKS	298	31-Dec-2022	31-Dec-2022	452.00	452.00	0.00

Vendor : 01010 To 26030
Batch : !98 To 300

Cheque Dates : Jan 01, 2022 To Jan 31, 2023
Bank : 1 To 1

Vendor Code / Invoice No.	Vendor Name / Description	Batch	Invoice Date	Due Date	Invoice Amount	Paid Amount	Discount Amount
		Supplier Totals :			452.00	452.00	0.00
23086	XEROX CANADA LTD						
85675559	MONTHLY COPYING EXPENSES - DEC.31/22	298	31-Dec-2022	31-Dec-2022	463.98	463.98	0.00
		Supplier Totals :			463.98	463.98	0.00
		Computer Paid Total :			68,735.69	68,735.69	0.00

Vendor : 01010 To 26030
Batch : 298 To 300

EFT Date : 01-01-2022 To 31-Jan-2023
Bank : 1 To 1

Vendor Code / Invoice No.	Vendor Name / Description	Batch	Invoice Date	Due Date	Invoice Amount	Paid Amount	Discount Amount
12045	LAKELAND POWER - EFT						
072642-00-NOV/:	81 ALBERT STREET	300	17-Nov-2022	10-Dec-2022	118.89	118.89	0.00
			Supplier Totals :		118.89	118.89	0.00
18088	ROYAL BANK VISA EFT						
1312024	WATER	300	21-Nov-2022	10-Dec-2022	13.98	13.98	0.00
14978384	BATTERIES	300	03-Nov-2022	10-Dec-2022	110.76	110.76	0.00
17635241	PRINTER INK	300	03-Nov-2022	10-Dec-2022	284.33	284.33	0.00
17721300	OFFICE SUPPLIES	300	14-Nov-2022	10-Dec-2022	270.85	270.85	0.00
2137	MEDICAL SUPPLIES	300	17-Nov-2022	10-Dec-2022	161.06	161.06	0.00
2221	EQUIPMENT REPLACEMENT MEDICAL BAGS	300	28-Nov-2022	10-Dec-2022	1,457.70	1,457.70	0.00
54A223080095	TRUCK 521 GRILL	300	04-Nov-2022	10-Dec-2022	279.11	279.11	0.00
54A223080104	TRUCK 521 GRILL SHIPPING	300	01-Nov-2022	10-Dec-2022	39.55	39.55	0.00
			Supplier Totals :		2,617.34	2,617.34	0.00
			EFT Paid Total :		2,736.23	2,736.23	0.00

Total Unpaid for Approval :	0.00
Total Discount :	0.00
Total Manually Paid for Approval :	0.00
Total Computer Paid for Approval :	68,735.69
Total EFT Paid for Approval :	2,736.23
Grand Total ITEMS for Approval :	71,471.92

Vendor : 01010 To 26030
Batch : ! To 14

Cheque Dates : Jan 01, 2022 To Feb 15, 2023
Bank : 1 To 1

Vendor Code / Invoice No.	Vendor Name / Description	Batch	Invoice Date	Due Date	Invoice Amount	Paid Amount	Discount Amount
01015	ADAMS BROS. CONSTRUCTION LTD.						
159022	MONTHLY TOILET RENTAL - JAN. 12-FEB. 9/23, CROFT & CHAPMAN	6	07-Jan-2023	07-Jan-2023	339.00	339.00	0.00
	Supplier Totals :				339.00	339.00	0.00
01020	407 ETR						
16122022	CBO - TOLL CHARGES	12	05-Jan-2023	15-Feb-2023	37.20	37.20	0.00
	Supplier Totals :				37.20	37.20	0.00
01070	ALMAGUIN ROAD SUPERINTENDENTS						
CS	A.R.S.A MEMBERSHIP FEE - CS	6	01-Jan-2023	01-Jan-2023	160.00	160.00	0.00
SE	A.R.S.A MEMBERSHIP FEE - SE	6	01-Jan-2023	01-Jan-2023	160.00	160.00	0.00
	Supplier Totals :				320.00	320.00	0.00
01076	ALLISTON EQUIPMENT LTD						
18454	SNOW PLOWING PARTS	6	19-Jan-2023	19-Jan-2023	2,085.03	2,085.03	0.00
	Supplier Totals :				2,085.03	2,085.03	0.00
01079	ASSOCIATION OF MUNICIPAL MANAGERS						
215140	AMCTO ANNUAL MEMBERSHIP FEE - KV	6	01-Jan-2023	31-Jan-2023	483.64	483.64	0.00
229554	AMCTO ANNUAL MEMBERSHIP FEE - NG	6	01-Jan-2023	31-Jan-2023	483.64	483.64	0.00
	Supplier Totals :				967.28	967.28	0.00
01183	AHMIC MAINTENANCE & STORAGE LTD						
2022-261	SEPT. 14/22 - USE OF MINI EXCAVATOR	12	01-Jan-2023	15-Feb-2023	452.00	452.00	0.00
	Supplier Totals :				452.00	452.00	0.00
02013	BELL MOBILITY						
538589007-JAN/23	LANDFILL SURVEILLANCE	6	02-Jan-2023	02-Jan-2023	26.27	26.27	0.00
	Supplier Totals :				26.27	26.27	0.00
02014	BELL MOBILITY INC						
0095933401	TOWER RENTAL	6	01-Jan-2023	01-Jan-2023	133.00	133.00	0.00
	Supplier Totals :				133.00	133.00	0.00
02071	BEATTY PRINTING						
56624	2023 WINTER NEWSLETTER	6	12-Jan-2023	31-Jan-2023	621.86	621.86	0.00
56664	2023 TAX BILL	6	19-Jan-2023	31-Jan-2023	1,153.87	1,153.87	0.00
	Supplier Totals :				1,775.73	1,775.73	0.00
02115	BISHOP BILL						
04022023	MILEAGE REIMBURSEMENT	12	04-Feb-2023	15-Feb-2023	436.78	436.78	0.00
	Supplier Totals :				436.78	436.78	0.00

Vendor : 01010 To 26030
Batch : ! To 14

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Bank : 1 To 1

Vendor Code / Invoice No.	Vendor Name / Description	Batch	Invoice Date	Due Date	Invoice Amount	Paid Amount	Discount Amount
03039	CGIS CENTRE						
44927	CGIS CONTRACTED SERVICES - JAN. 1 - MAR. 31/23	6	01-Jan-2023	01-Jan-2023	6,058.71	6,058.71	0.00
	Supplier Totals :				6,058.71	6,058.71	0.00
03100	CANADA POST						
JAN.17/23	STAMPS - TAXATION MATERIALS	2	17-Jan-2023	17-Jan-2023	5,661.30	5,661.30	0.00
	Supplier Totals :				5,661.30	5,661.30	0.00
03101	CARTERS CUSTOM CAP & ACCESSORIES						
7552	TRUCK CAP & SLIDEOUT FOR NEW TRUCK	6	26-Jan-2023	26-Jan-2023	5,870.35	5,870.35	0.00
	Supplier Totals :				5,870.35	5,870.35	0.00
03184	COMPUTER TECH CD						
2040	REPLACEMENT LAPTOP SCREEN & COMPUTER MAINTENANCE	12	01-Jan-2023	15-Feb-2023	859.93	859.93	0.00
2087	MONTHLY SERVICE CONTRACT - JAN.15 - FEB.15/2023	6	16-Jan-2023	16-Jan-2023	301.71	301.71	0.00
	Supplier Totals :				1,161.64	1,161.64	0.00
03188	COMWAVE						
294859	VOIP LINES	6	10-Jan-2023	10-Jan-2023	53.80	53.80	0.00
	Supplier Totals :				53.80	53.80	0.00
03315	CRAIG'S WELDING & FABRICATION						
2027	TRUCK #22 REPAIR CRACKED PLOW	6	03-Jan-2023	03-Jan-2023	542.86	542.86	0.00
	Supplier Totals :				542.86	542.86	0.00
03321	CURRIE TRUCK CENTRE						
01242428P	TRUCK #22,26,28,29 MAINTENANCE	6	09-Jan-2023	09-Jan-2023	345.01	345.01	0.00
0573422P	TRUCK #22,26,28,29 - GEAR OIL	6	10-Jan-2023	10-Jan-2023	229.47	229.47	0.00
	Supplier Totals :				574.48	574.48	0.00
04017	DRD DISTRIBUTING						
12274	TRUCK #12 PLOW PARTS	6	03-Jan-2023	03-Jan-2023	633.42	633.42	0.00
12286	TRUCK #12 PLOW PARTS	6	09-Jan-2023	09-Jan-2023	246.17	246.17	0.00
	Supplier Totals :				879.59	879.59	0.00
04031	DEEVEY CAITLIN A						
M0000451	MILEAGE & PHONE REIMBURSEMENT - DEC. 26,28, JAN. 2 & 7	12	09-Jan-2023	15-Feb-2023	113.64	113.64	0.00
M0000453	MILEAGE & PHONE REIMBURSEMENT - BLEO	6	23-Jan-2023	31-Jan-2023	177.14	177.14	0.00
	Supplier Totals :				290.78	290.78	0.00

Vendor : 01010 To 26030
Batch : : To 14

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Bank : 1 To 1

Vendor Code / Invoice No.	Vendor Name / Description	Batch	Invoice Date	Due Date	Invoice Amount	Paid Amount	Discount Amount
04049	LETTS DIANNE						
01162023DSM	LEGAL FEES	2	16-Jan-2023	16-Jan-2023	28.25	28.25	0.00
	Supplier Totals :				28.25	28.25	0.00
04108	DUNNETT KALEB P M						
8	REIMBURSEMENT - DRIVER'S LICENSE	6	24-Jan-2023	24-Jan-2023	122.75	122.75	0.00
	Supplier Totals :				122.75	122.75	0.00
04110	PETER DUNNETT						
780819	ROADS & LANDFILL FIRST AID TRAINING	6	10-Jan-2023	10-Jan-2023	900.00	900.00	0.00
880870	PARKS & OFFICE - LEVEL C, CPR TRAINING	6	25-Jan-2023	25-Jan-2023	900.00	900.00	0.00
	Supplier Totals :				1,800.00	1,800.00	0.00
04120	SAM DUNNETT						
01022023	CAPB REIMBURSEMENT - MILEAGE	12	01-Feb-2023	15-Feb-2023	47.60	47.60	0.00
24012023	REIMBURSEMENT - MILEAGE & EXPENSE, ROMA	6	24-Jan-2023	24-Jan-2023	735.75	735.75	0.00
	Supplier Totals :				783.35	783.35	0.00
06018	FISHER'S REGALIA						
51637	UNIFORM	6	24-Jan-2023	24-Jan-2023	169.49	169.49	0.00
	Supplier Totals :				169.49	169.49	0.00
06034	FREIGHTLINER NORTH BAY						
IN06833	TRUCK #28 PARTS	6	19-Jan-2023	19-Jan-2023	49.06	49.06	0.00
RN07483	TRUCK #27 MAINTENANCE REPAIR	6	18-Jan-2023	18-Jan-2023	1,040.68	1,040.68	0.00
	Supplier Totals :				1,089.74	1,089.74	0.00
06048	FIRE-ALERT						
8506	PAVILLION ANNUAL EXTINGUISHER INSPECTION	6	12-Jan-2023	31-Jan-2023	62.15	62.15	0.00
8507	MUNICIPAL OFFICE ANNUAL EXTINGUISHER INSPECTION	6	12-Jan-2023	31-Jan-2023	285.33	285.33	0.00
8508	COMMUNITY CENTRE ANNUAL EXTINGUISHER INSPECTION	6	12-Jan-2023	31-Jan-2023	200.96	200.96	0.00
8509	LIBRARY ANNUAL EXTINGUISHER INSPECTION	6	12-Jan-2023	31-Jan-2023	162.15	162.15	0.00
8510	PARKS EXTINGUISHER INSPECTION	6	12-Jan-2023	31-Jan-2023	224.81	224.81	0.00
8511	PUBLIC WORKS EXTINGUISHER INSPECTION	6	12-Jan-2023	31-Jan-2023	383.58	383.58	0.00
8512	LANDFILL EXTINGUISHER INSPECTIONS	6	12-Jan-2023	31-Jan-2023	195.49	195.49	0.00
8513	AHMIC HARBOUR EXTINGUISHER INSPECTION	6	12-Jan-2023	31-Jan-2023	180.20	180.20	0.00
8514	WHARF HOUSE EXTINGUISHER INSPECTION	6	12-Jan-2023	31-Jan-2023	88.71	88.71	0.00
8515	FRIENDSHIP CENTRE EXTINGUISHER INSPECTION	6	12-Jan-2023	31-Jan-2023	156.50	156.50	0.00
8516	FIRE HALL ANNUAL EXTINGUISHER INSPECTION	6	12-Jan-2023	31-Jan-2023	84.75	84.75	0.00

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Vendor Code / Invoice No.	Vendor Name / Description	Batch	Invoice Date	Due Date	Invoice Amount	Paid Amount	Discount Amount
		Supplier Totals :			2,024.63	2,024.63	0.00
07063	GILROY'S TIRE						
1900	BH #29 - NEW WHEEL, REPAIR	6	25-Jan-2023	31-Jan-2023	2,648.16	2,648.16	0.00
		Supplier Totals :			2,648.16	2,648.16	0.00
07064	GIN-COR INDUSTRIES						
76660	TRUCK #28 REPAIR SANDER CONTROLS	6	03-Jan-2023	03-Jan-2023	1,206.05	1,206.05	0.00
77052	TRUCK #28 - SANDER CONTROL REPAIR	6	25-Jan-2023	31-Jan-2023	256.88	256.88	0.00
		Supplier Totals :			1,462.93	1,462.93	0.00
07086	GRIFFITH BROS SERVICE CTR. LTD						
74042	WINCH SERVICE - 2013 CHEVY EXPRESS	12	01-Jan-2023	15-Feb-2023	593.25	593.25	0.00
74848	TRUCK #21 - FLATBED SERVICE	6	09-Jan-2023	09-Jan-2023	289.28	289.28	0.00
		Supplier Totals :			882.53	882.53	0.00
08009	HETHERINGTON JOHN						
R171780	REIMBURSEMENT - ENTRANCE SECURITY DEPOSIT	6	31-Jan-2023	31-Jan-2023	500.00	500.00	0.00
		Supplier Totals :			500.00	500.00	0.00
08081	HUGHES LAKE HEATING						
1563	GENERATOR INSTALL	6	04-Jan-2023	04-Jan-2023	2,387.13	2,387.13	0.00
		Supplier Totals :			2,387.13	2,387.13	0.00
08084	HUBB CAP						
1030662	SNOW PLOW MATERIALS & SUPPLIES	6	04-Jan-2023	04-Jan-2023	2,275.37	2,275.37	0.00
		Supplier Totals :			2,275.37	2,275.37	0.00
09063	IRWIN TYLER R. G.						
24012023	REIMBURSEMENT - GASOLINE, CBO	6	24-Jan-2023	31-Jan-2023	20.00	20.00	0.00
76545	REIMBURSEMENT - SHELVING	6	18-Jan-2023	31-Jan-2023	33.87	33.87	0.00
		Supplier Totals :			53.87	53.87	0.00
09093	PAUL JENNY						
11	JAN. 2,9,16,23 & 30/2023 - CARDIO CLASS	12	01-Feb-2023	15-Feb-2023	500.00	500.00	0.00
		Supplier Totals :			500.00	500.00	0.00
10028	JEWELL PHILIP						
31012023	REIMBURSEMENT - ENTRANCE SECURITY DEPOSIT	6	31-Jan-2023	31-Jan-2023	500.00	500.00	0.00

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	Supplier Totals :				500.00	500.00	0.00
11010	KIDD'S HOME HARDWARE BUILDING CENTRE						
2899746	BUILDING DEPT. SUPPLIES	6	06-Jan-2023	31-Jan-2023	44.40	44.40	0.00
2900611	SUPPLIES	6	19-Jan-2023	31-Jan-2023	22.58	22.58	0.00
	Supplier Totals :				66.98	66.98	0.00
11017	KELLOGG ERICA E						
26012023	REIMBURSEMENT - MILEAGE & EXPENSE FOR ROMA	6	22-Jan-2023	22-Jan-2023	777.28	777.28	0.00
	Supplier Totals :				777.28	777.28	0.00
12074	BRANDT LAURA						
30012023	REIMBURSEMENT - REC. SUPPLIES & OFFICE SUPPLIES	6	30-Jan-2023	31-Jan-2023	125.08	125.08	0.00
	Supplier Totals :				125.08	125.08	0.00
13009	MAGNETAWAN GRILL AND GROC						
259806	FIRST AID TRAINING LUNCH	6	06-Jan-2023	06-Jan-2023	75.89	75.89	0.00
	Supplier Totals :				75.89	75.89	0.00
13010	MAGNETAWAN BUILDING CENTRE (COM DEV)						
103-106398	SUPPLIES	6	07-Jan-2023	07-Jan-2023	42.18	42.18	0.00
	Supplier Totals :				42.18	42.18	0.00
13011	MAGNETAWAN BUILDING CENTRE (PARKS)						
101-107765	SUPPLIES	6	06-Jan-2023	06-Jan-2023	27.92	27.92	0.00
101-107775	SUPPLIES	6	06-Jan-2023	06-Jan-2023	2.43	2.43	0.00
101-107926	SUPPLIES	6	10-Jan-2023	10-Jan-2023	63.00	63.00	0.00
101-107966	SUPPLIES	6	11-Jan-2023	11-Jan-2023	67.09	67.09	0.00
101-108068	SUPPLIES	6	13-Jan-2023	13-Jan-2023	115.90	115.90	0.00
101-108101	SUPPLIES	6	13-Jan-2023	13-Jan-2023	41.09	41.09	0.00
101-108192	SUPPLIES	6	16-Jan-2023	16-Jan-2023	240.95	240.95	0.00
101-108225	SUPPLIES	6	17-Jan-2023	17-Jan-2023	36.08	36.08	0.00
101-108235	SUPPLIES	6	17-Jan-2023	17-Jan-2023	13.53	13.53	0.00
101-108302	SUPPLIES	6	19-Jan-2023	19-Jan-2023	4.67	4.67	0.00
101-108347	SUPPLIES	6	20-Jan-2023	20-Jan-2023	19.82	19.82	0.00
101-108518	SUPPLIES	6	24-Jan-2023	24-Jan-2023	31.49	31.49	0.00
101-108790	SUPPLIES	6	30-Jan-2023	31-Jan-2023	81.34	81.34	0.00
104-85532	SUPPLIES	6	27-Jan-2023	31-Jan-2023	130.21	130.21	0.00
104-85577	SUPPLIES	6	30-Jan-2023	31-Jan-2023	16.75	16.75	0.00
	Supplier Totals :				892.27	892.27	0.00
13012	MAGNETAWAN BUILDING CENTRE (ROADS)						
101-108191	SUPPLIES	6	16-Jan-2023	16-Jan-2023	11.29	11.29	0.00
101-108585	SUPPLIES	6	25-Jan-2023	31-Jan-2023	42.93	42.93	0.00
103-106872	SUPPLIES	6	23-Jan-2023	23-Jan-2023	52.49	52.49	0.00
103-106873	WATER	6	23-Jan-2023	23-Jan-2023	-6.49	-6.49	0.00
	Supplier Totals :				100.22	100.22	0.00

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13013	MAGNETAWAN BUILDING CENTRE (FIRE DEPT.)						
101-107733	SUPPLIES	6	05-Jan-2023	05-Jan-2023	53.09	53.09	0.00
101-108103	SUPPLIES	6	13-Jan-2023	13-Jan-2023	59.31	59.31	0.00
	Supplier Totals :				112.40	112.40	0.00
13014	MAGNETAWAN BUILDING CENTRE (LANDFILL)						
101-107767	SUPPLIES	6	06-Jan-2023	06-Jan-2023	23.76	23.76	0.00
101-107849	SUPPLIES	6	07-Jan-2023	07-Jan-2023	42.92	42.92	0.00
101-108522	SUPPLIES	6	24-Jan-2023	24-Jan-2023	32.45	32.45	0.00
101-108584	SUPPLIES	6	25-Jan-2023	31-Jan-2023	79.08	79.08	0.00
101-108831	SUPPLIES	6	31-Jan-2023	31-Jan-2023	17.50	17.50	0.00
103-106695	SUPPLIES	6	17-Jan-2023	17-Jan-2023	158.18	158.18	0.00
103-106824	SUPPLIES	6	20-Jan-2023	20-Jan-2023	189.74	189.74	0.00
	Supplier Totals :				543.63	543.63	0.00
13021	MAP SUNDRIDGE						
802201/3	LANDFILL COMPACTOR	6	03-Jan-2023	03-Jan-2023	311.77	311.77	0.00
	Supplier Totals :				311.77	311.77	0.00
13025	MAC LANG (SUNDRIDGE) LIMITED						
36554	TRUCK #20 - PART	12	01-Jan-2023	15-Feb-2023	101.08	101.08	0.00
CCCS194455	TRUCK #23 - INSTALL BED STEP	12	01-Jan-2023	15-Feb-2023	719.81	719.81	0.00
CCCS196237	TRUCK #23 - OIL CHANGE	12	01-Jan-2023	15-Feb-2023	175.55	175.55	0.00
CCCS196916	TRUCK #21 REPAIR	6	09-Jan-2023	31-Jan-2023	197.92	197.92	0.00
	Supplier Totals :				1,194.36	1,194.36	0.00
13073	MINISTER OF FINANCE						
302601231142014	DECEMBER/22 OPP LSR	12	31-Jan-2023	15-Feb-2023	39,593.00	39,593.00	0.00
	Supplier Totals :				39,593.00	39,593.00	0.00
13080	MAGNETAWAN PUBLIC LIBRARY						
JAN/23	2023 BUDGET LEVY	6	31-Jan-2023	31-Jan-2023	60,000.00	60,000.00	0.00
	Supplier Totals :				60,000.00	60,000.00	0.00
13086	1084435 ONTARIO LTD.						
19649	JOB 31627 - ENVELOPES	12	02-Feb-2023	15-Feb-2023	382.96	382.96	0.00
	Supplier Totals :				382.96	382.96	0.00
13088	ONTARIO MUNICIPAL HUMAN RESOURCES ASSOCIATION						
MR-2023-0724	OMHRA MEMBERSHIP	6	17-Jan-2023	17-Jan-2023	395.50	395.50	0.00
	Supplier Totals :				395.50	395.50	0.00
13089	MUNICIPAL EMPLOYER PENSION CENTRE OF ONTARIO						
MC007894	EMPLOYEE MUNICIPAL CONTRIBUTION 2023	6	01-Jan-2023	01-Jan-2023	94.92	94.92	0.00
	Supplier Totals :				94.92	94.92	0.00
13108	MUNISOFT						
2022/23-05183	ACCOUNT DATA	6	24-Jan-2023	24-Jan-2023	6,780.00	6,780.00	0.00

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	CONVERSION - NEW PROGRAM						
		Supplier Totals :			6,780.00	6,780.00	0.00
13240	JIM MOORE PETROLEUM						
613114	TRUCK #22,26,27,28, & 29 - 15W40 OIL	6	03-Jan-2023	31-Jan-2023	1,298.81	1,298.81	0.00
613243	PARKS GARAGE - FURNACE OIL	6	05-Jan-2023	31-Jan-2023	1,106.56	1,106.56	0.00
613244	CLEAR DIESEL	6	05-Jan-2023	31-Jan-2023	4,156.85	4,156.85	0.00
613245	DYED DIESEL	6	05-Jan-2023	31-Jan-2023	271.26	271.26	0.00
613246	PREMIUM GASOLINE	6	05-Jan-2023	31-Jan-2023	434.28	434.28	0.00
613679	18 MILLER RD. - CLEAR DIESEL	6	11-Jan-2023	31-Jan-2023	1,564.53	1,564.53	0.00
613680	18 MILLER RD. - DYED DIESEL	6	11-Jan-2023	31-Jan-2023	206.12	206.12	0.00
614338	PARKS GARAGE - FURNACE OIL	12	19-Jan-2023	15-Feb-2023	741.72	741.72	0.00
614349	COMMUNITY CENTRE - FURNACE OIL	12	19-Jan-2023	15-Feb-2023	1,585.68	1,585.68	0.00
614350	PAVILLION - FURNACE OIL	12	19-Jan-2023	15-Feb-2023	988.77	988.77	0.00
615796	PARKS GARAGE - FURNACE OIL	12	03-Feb-2023	15-Feb-2023	973.02	973.02	0.00
		Supplier Totals :			13,327.60	13,327.60	0.00
13242	MOORE PROPANE LIMITED						
159010273	60 AHMIC ST. - PROPANE	12	11-Jan-2023	15-Feb-2023	731.93	731.93	0.00
19001857	COMMUNITY CTR - STOVE PROPANE	6	10-Jan-2023	31-Jan-2023	43.46	43.46	0.00
23020670	CROFT LANDFILL - HEAT	6	04-Jan-2023	31-Jan-2023	345.59	345.59	0.00
23020715	18 MILLER RD. - HEAT	6	06-Jan-2023	31-Jan-2023	1,976.95	1,976.95	0.00
23020717	CHAPMAN LANDFILL - HEAT	6	06-Jan-2023	31-Jan-2023	346.09	346.09	0.00
31012023	SERVICE CHARGE	12	31-Jan-2023	15-Feb-2023	11.09	11.09	0.00
9013769	COMMUNITY CENTRE - PROPANE	12	01-Feb-2023	15-Feb-2023	1,036.98	1,036.98	0.00
		Supplier Totals :			4,492.09	4,492.09	0.00
13275	MINISTER OF FINANCE						
DEC.22	EMPLOYER HEALTH TAX - DECEMBER 2022	2	31-Dec-2022	17-Jan-2023	2,849.14	2,849.14	0.00
		Supplier Totals :			2,849.14	2,849.14	0.00
13330	MHBC PLANNING LIMITED						
5029024	JAMES - 156 SPARKS ST. - ZBA, OLT	6	19-Jan-2023	19-Jan-2023	8,030.35	8,030.35	0.00
5029025	FERRANTE - LOT 7, CON. 11	12	18-Jan-2023	15-Feb-2023	117.52	117.52	0.00
5029026	YANG - 597 FORDS RD.	12	18-Jan-2023	15-Feb-2023	841.85	841.85	0.00
		Supplier Totals :			8,989.72	8,989.72	0.00
13333	MARKS						
218978	2022 BOOTS - JB	12	01-Jan-2023	15-Feb-2023	200.00	200.00	0.00
		Supplier Totals :			200.00	200.00	0.00
13345	MUNICIPAL PROPERTY ASSESSMENT CORPORATION						
1800032264	2023 1ST QUARTER LEVY	6	01-Jan-2023	01-Jan-2023	23,306.67	23,306.67	0.00

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	Supplier Totals :				23,306.67	23,306.67	0.00
14062	NEAR NORTH INDUSTRIAL SOLUTIONS						
83693	LANDFILL COMPACTOR PARTS	6	03-Jan-2023	31-Jan-2023	180.24	180.24	0.00
83765	KUBOTA PARTS - PARKS	6	06-Jan-2023	31-Jan-2023	202.96	202.96	0.00
83789	KUBOTA PARTS - PARKS	6	09-Jan-2023	31-Jan-2023	193.42	193.42	0.00
84170	TRUCK #28 - HOSE REPAIR PARTS	6	31-Jan-2023	31-Jan-2023	473.02	473.02	0.00
	Supplier Totals :				1,049.64	1,049.64	0.00
14063	NEAR NORTH LABORATORIES INC.						
93643	WATER TEST	12	31-Jan-2023	15-Feb-2023	134.24	134.24	0.00
	Supplier Totals :				134.24	134.24	0.00
14070	NORTHERN RHODES ARTISTRY IN WOOD						
FAMILYDAYEVENT	ICE CARVING - FAMILY DAY EVENT	6	09-Jan-2023	31-Jan-2023	700.00	700.00	0.00
	Supplier Totals :				700.00	700.00	0.00
15050	HYDRO ONE NETWORKS						
200032498809-JAN	18 MILLER RD. - NEW GARAGE	6	24-Jan-2023	31-Jan-2023	696.53	696.53	0.00
200089680309-JAN	18 MILLER RD.	12	24-Jan-2023	15-Feb-2023	261.04	261.04	0.00
200100056780-JAN	6527 HWY 124	12	31-Jan-2023	15-Feb-2023	35.98	35.98	0.00
200198932621JAN	60 AHMIC STREET	12	31-Jan-2023	15-Feb-2023	306.15	306.15	0.00
200198935146-JAN	226 SIDE RD. 15 & 16	12	30-Jan-2023	15-Feb-2023	37.40	37.40	0.00
	Supplier Totals :				1,337.10	1,337.10	0.00
15068	ORKIN CANADA CORPORATION						
C-3851086	MONTHLY PEST/WASHROOM CARE	12	21-Jan-2023	15-Feb-2023	306.46	306.46	0.00
	Supplier Totals :				306.46	306.46	0.00
150727	KEN BLACK						
01072023	CANADA DAY VENDOR	6	03-Jan-2023	03-Jan-2023	200.00	200.00	0.00
	Supplier Totals :				200.00	200.00	0.00
15096	OSIM INTERACTIVE						
21742	DOMAIN RENEWAL	6	16-Jan-2023	16-Jan-2023	39.55	39.55	0.00
	Supplier Totals :				39.55	39.55	0.00
16048	TOWN OF PARRY SOUND						
2023FONOMCONF	2023 FONOM CONFERENCE - FULL DELEGATE PKG.	6	31-Jan-2023	31-Jan-2023	2,712.00	2,712.00	0.00
	Supplier Totals :				2,712.00	2,712.00	0.00
16060	DISTRICT OF PARRY SOUND MUNICIPAL ASSOCIATION						
2023ANNUAL	ANNUAL MEMBERSHIP	6	25-Jan-2023	25-Jan-2023	160.00	160.00	0.00
	Supplier Totals :				160.00	160.00	0.00

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16075	GF PRESTON SALES AND SERVICE LTD.						
IN99929	BH #3 MAINTENANCE	6	03-Jan-2023	03-Jan-2023	185.43	185.43	0.00
IN99935	BH #4 MAINTENANCE	6	11-Jan-2023	11-Jan-2023	266.06	266.06	0.00
	Supplier Totals :				451.49	451.49	0.00
16087	PINCHIN LTD.						
1587735	2022 LANDFILL ANNUAL MONITORING	12	31-Jan-2023	15-Feb-2023	10,851.39	10,851.39	0.00
	Supplier Totals :				10,851.39	10,851.39	0.00
16235	PSD CITYWIDE INC.						
18594	ASSET MANAGEMENT SERVICES CONTRACT	12	31-Jan-2023	15-Feb-2023	960.50	960.50	0.00
	Supplier Totals :				960.50	960.50	0.00
18003	RAINBOW CONCRETE INDUSTRIES LTD						
241685	CULVERT MATERIALS	12	01-Jan-2023	15-Feb-2023	3,192.25	3,192.25	0.00
	Supplier Totals :				3,192.25	3,192.25	0.00
18035	RUSSELL						
63-283-414-2	COLLIN JAMES OLT APPEAL	6	25-Jan-2023	25-Jan-2023	6,284.95	6,284.95	0.00
63-283-428	VICKI & TIMOTHY STEVANUS-SITE PLAN AGREEMENT	6	24-Jan-2023	31-Jan-2023	731.58	731.58	0.00
	Supplier Totals :				7,016.53	7,016.53	0.00
18058	ZOLTAN ROZSA						
06122022	REIMBURSEMENT - ENTRY SECURITY DEPOSIT	6	01-Jan-2023	01-Jan-2023	500.00	500.00	0.00
	Supplier Totals :				500.00	500.00	0.00
18071	ROBINSON STEVEN G						
19012023	REIMBURSEMENT - MARKING FLAGS	6	19-Jan-2023	31-Jan-2023	22.02	22.02	0.00
	Supplier Totals :				22.02	22.02	0.00
18090	RTP MECHANICAL LIMITED						
8144	REPAIRS TO OFFICE HEATING UNIT	6	18-Jan-2023	31-Jan-2023	1,386.11	1,386.11	0.00
	Supplier Totals :				1,386.11	1,386.11	0.00
19007	SERVICE 1 MUFFLERS & MORE						
84422	TRUCK #28 & #29 LIGHTS	6	03-Jan-2023	03-Jan-2023	420.86	420.86	0.00
	Supplier Totals :				420.86	420.86	0.00
19008	SDB TRUCK & EQUIPMENT REPAIRS						
12675	TRUCK #27 SAFETY & MONTHLY INSPECTION	6	07-Jan-2023	31-Jan-2023	678.00	678.00	0.00
12678	TRUCK #26 MONTHLY INSPECTION	6	07-Jan-2023	31-Jan-2023	169.50	169.50	0.00
12679	TRUCK #22 MONTHLY INSPECTION	6	07-Jan-2023	31-Jan-2023	169.50	169.50	0.00

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12680	TRUCK #28 MONTHLY INSPECTION	6	07-Jan-2023	31-Jan-2023	169.50	169.50	0.00
12681	TRUCK #29 MONTHLY INSPECTION	6	07-Jan-2023	31-Jan-2023	169.50	169.50	0.00
12682	TRUCK #12 MONTHLY INSPECTION	6	07-Jan-2023	31-Jan-2023	96.05	96.05	0.00
	Supplier Totals :				1,452.05	1,452.05	0.00
19037	SLING-CHOKER MFG. (NORTH BAY) LTD.						
97420	SAFETY SUPPLIES	6	17-Jan-2023	17-Jan-2023	153.67	153.67	0.00
97492	SAFETY SUPPLIES	6	20-Jan-2023	20-Jan-2023	774.21	774.21	0.00
	Supplier Totals :				927.88	927.88	0.00
19046	CHARLES SAUNDERS						
46	REIMBURSEMENT - LICENSING	6	04-Jan-2023	04-Jan-2023	52.34	52.34	0.00
	Supplier Totals :				52.34	52.34	0.00
19055	STAPLES BUSINESS ADVANTAGE						
61810547	OFFICE SUPPLIES	6	06-Jan-2023	31-Jan-2023	172.75	172.75	0.00
61867661	OFFICE SUPPLIES	6	10-Jan-2023	31-Jan-2023	118.61	118.61	0.00
61948599	PRINTER DRUM	6	17-Jan-2023	31-Jan-2023	232.41	232.41	0.00
61984431	OFFICE SUPPLIES	6	19-Jan-2023	31-Jan-2023	28.26	28.26	0.00
62027116	OFFICE SUPPLIES	6	24-Jan-2023	31-Jan-2023	28.24	28.24	0.00
EW87294755	OFFICE SUPPLIES - CBO	12	02-Feb-2023	15-Feb-2023	772.90	772.90	0.00
	Supplier Totals :				1,353.17	1,353.17	0.00
19145	SIGNCRAFT CANADA INC.						
2018	2023 TRAILER PERMIT DECALS	6	20-Jan-2023	31-Jan-2023	73.45	73.45	0.00
2020	SKATING SCHEDULE SIGNS	6	20-Jan-2023	31-Jan-2023	276.85	276.85	0.00
2021	TRUCK #517 - DECALS & STRIPPING	6	20-Jan-2023	31-Jan-2023	1,356.00	1,356.00	0.00
	Supplier Totals :				1,706.30	1,706.30	0.00
20036	TICKLED TEALS ENTERTAINMENT						
7	CANADA DAY EVENT	6	24-Jan-2023	24-Jan-2023	206.22	206.22	0.00
	Supplier Totals :				206.22	206.22	0.00
20081	TRACKS & WHEELS EQUIPMENT BROKERS						
2022-322	NEW SANDER UNIT - PARKS	4	25-Jan-2023	27-Jan-2023	6,926.02	6,926.02	0.00
P14074	KUBOTA PARTS	6	09-Jan-2023	31-Jan-2023	376.07	376.07	0.00
P14162	KUBOTA PARTS	6	27-Jan-2023	31-Jan-2023	353.32	353.32	0.00
	Supplier Totals :				7,655.41	7,655.41	0.00
20083	TRACKMATICS INC						
40343	MONTHLY GPS MONITORING - PARKS	6	05-Jan-2023	05-Jan-2023	118.65	118.65	0.00
40392	MONTHLY GPS MONITORING - ROADS	6	05-Jan-2023	05-Jan-2023	501.72	501.72	0.00
40463	MONTHLY GPS MONITORING - PARKS	12	05-Feb-2023	15-Feb-2023	118.65	118.65	0.00
	Supplier Totals :				739.02	739.02	0.00

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Cheque Dates : Jan 01, 2022 To Feb 15, 2023
Bank : 1 To 1

Vendor Code / Invoice No.	Vendor Name / Description	Batch	Invoice Date	Due Date	Invoice Amount	Paid Amount	Discount Amount
20086	TRI-CITY EQUIPMENT						
99207	OCT. 24-28/22 HITACHI RENTAL	12	01-Jan-2023	15-Feb-2023	3,877.31	3,877.31	0.00
	Supplier Totals :				3,877.31	3,877.31	0.00
22041	VROOM KERSTIN						
25012023	REIMBURSEMENT - MILEAGE, ROMA	6	25-Jan-2023	25-Jan-2023	198.56	198.56	0.00
	Supplier Totals :				198.56	198.56	0.00
23045	R.C. WEIDMARK SERVICES						
8140	KUBOTA SNOW BLOWER PART	12	26-Jan-2023	15-Feb-2023	34.97	34.97	0.00
	Supplier Totals :				34.97	34.97	0.00
	Computer Paid Total :				**259,191.03**	**259,191.03**	**0.00**

Vendor : 01010 To 26030
Batch : 2 To 14

EFT Date : 01-01-2022 To 10-Feb-2023
Bank : 1 To 1

Vendor Code / Invoice No.	Vendor Name / Description	Batch	Invoice Date	Due Date	Invoice Amount	Paid Amount	Discount Amount
12045	LAKELAND POWER - EFT						
072642-00-JAN/2	81 ALBERT STREET	14	18-Jan-2023	10-Feb-2023	127.35	127.35	0.00
072693-00-JAN/2	4205 HWY 520	14	18-Jan-2023	10-Feb-2023	84.40	84.40	0.00
073239-00-JAN/2	VILLAGE - STREET LIGHTS	14	18-Jan-2023	10-Feb-2023	966.81	966.81	0.00
073252-00-JAN/2	4304 HWY 520	14	18-Jan-2023	10-Feb-2023	1,625.55	1,625.55	0.00
076283-00-JAN/2	4135 HWY 520 PARK	14	18-Jan-2023	10-Feb-2023	66.40	66.40	0.00
076598-00 - JAN/	61 SPARKS ST.	14	18-Jan-2023	10-Feb-2023	187.66	187.66	0.00
077271-00-JAN/2	SPARKS ST. STREET LIGHTS	14	18-Jan-2023	10-Feb-2023	126.99	126.99	0.00
			Supplier Totals :		3,185.16	3,185.16	0.00
15001	OMERS EFT						
DEC/2022	OMERS - DECEMBER 2022 REMITTANCE	8	15-Jan-2023	15-Jan-2023	20,548.44	20,548.44	0.00
			Supplier Totals :		20,548.44	20,548.44	0.00
18043	RECEIVER GENERAL						
DEC. 15-31/23	DEC. 15-31/23 PAYROLL REMITTANCE	8	15-Jan-2023	15-Jan-2023	15,829.24	15,829.24	0.00
JAN. 1-15/23	JAN. 1-15/23 - PAYROLL REMITTANCE	8	15-Jan-2023	15-Jan-2023	16,961.64	16,961.64	0.00
			Supplier Totals :		32,790.88	32,790.88	0.00
18044	RECEIVER GENERAL						
DEC. 15-31/23	DEC. 15-31/23 PAYROLL REMITTANCE	8	15-Jan-2023	15-Jan-2023	3,844.38	3,844.38	0.00
JAN 1-15/23	JAN 1-15/23 PAYROLL REMITTANCE	8	15-Jan-2023	15-Jan-2023	1,733.57	1,733.57	0.00
			Supplier Totals :		5,577.95	5,577.95	0.00
18083	ROYAL BANK VISA EFT						
C1262534	SPECTRUM INTERNET - ROADS	8	01-Jan-2023	15-Jan-2023	112.94	112.94	0.00
			Supplier Totals :		112.94	112.94	0.00
18086	ROYAL BANK VISA EFT						
03012023	SERVICE CHARGE	8	03-Jan-2023	15-Jan-2023	17.72	17.72	0.00
1010560801	HP LAPTOP - FD	8	06-Jan-2023	15-Jan-2023	1,129.99	1,129.99	0.00
5200532	INSTRUMENT	8	03-Jan-2023	15-Jan-2023	3.39	3.39	0.00
5202602	PROPERTY INDEX MAP	8	04-Jan-2023	15-Jan-2023	5.65	5.65	0.00
69330	MLP UNIT 4 COURSE - EK	8	15-Jan-2023	15-Jan-2023	435.05	435.05	0.00
			Supplier Totals :		1,591.80	1,591.80	0.00
18088	ROYAL BANK VISA EFT						
00715158	C - ANGUS HARD COLLAR BAG	8	06-Jan-2023	15-Jan-2023	-11.30	-11.30	0.00
1921709968	2022 DODGE (FIRE DEPT.) - FLOOR MATS	8	15-Jan-2023	15-Jan-2023	360.36	360.36	0.00
254929	PRINTER TONER - FIRE DEPT.	8	10-Jan-2023	15-Jan-2023	172.13	172.13	0.00
2567	MEDICAL SUPPLIES	8	04-Jan-2023	15-Jan-2023	358.18	358.18	0.00
28260330	D2 BOOKS - FIRE DEPT.	8	04-Jan-2023	15-Jan-2023	79.59	79.59	0.00
43828992372	2022 DODGE (FIRE DEPT.) - RUNNING BOARDS & SEAT COVERS	8	15-Jan-2023	15-Jan-2023	1,272.23	1,272.23	0.00
4442965	SMOKE ALARMS	8	03-Jan-2023	15-Jan-2023	412.69	412.69	0.00

Vendor : 01010 To 26030
Batch : 2 To 14

EFT Date : 01-01-2022 To 10-Feb-2023
Bank : 1 To 1

Vendor Code / Invoice No.	Vendor Name / Description	Batch	Invoice Date	Due Date	Invoice Amount	Paid Amount	Discount Amount
			Supplier Totals :		2,643.88	2,643.88	0.00
18089	ROYAL BANK VISA EFT						
03012023	SERVICE CHARGE	8	03-Jan-2023	15-Jan-2023	21.85	21.85	0.00
127408	OBOA MEMBERSHIP JAN. 1 - DEC. 31/2023 - JG	8	12-Jan-2023	15-Jan-2023	381.94	381.94	0.00
127416	OBOA - BUILDING CODE TRAINING - CBO	8	13-Jan-2023	15-Jan-2023	593.25	593.25	0.00
264794	TRACKING FOR OWNERSHIP	8	03-Jan-2023	15-Jan-2023	20.29	20.29	0.00
27362863	FAMILY DAY SUPPLIES	8	03-Jan-2023	15-Jan-2023	156.96	156.96	0.00
343934234	GOTOMEETING	8	01-Jan-2023	15-Jan-2023	29.38	29.38	0.00
3470852178	CLOTHING UNIFORM - CBO	8	01-Jan-2023	15-Jan-2023	186.35	186.35	0.00
702-4264612-859	FAMILY DAY SUPPLIES	8	06-Jan-2023	15-Jan-2023	20.00	20.00	0.00
702-5662361-498	PRINTER INK - CBO	8	01-Jan-2023	15-Jan-2023	107.34	107.34	0.00
702-6837416-823	TABLE CLOTHS - COMMUNITY CENTRE	8	01-Jan-2023	15-Jan-2023	146.84	146.84	0.00
85948541	ROMA	8	01-Jan-2023	15-Jan-2023	282.05	282.05	0.00
85950742	ROMA	8	01-Jan-2023	15-Jan-2023	282.05	282.05	0.00
85952715	ROMA	8	01-Jan-2023	15-Jan-2023	282.05	282.05	0.00
85954815	ROMA	8	01-Jan-2023	15-Jan-2023	282.05	282.05	0.00
85957500	ROMA	8	01-Jan-2023	15-Jan-2023	282.05	282.05	0.00
85963653	ROMA	8	01-Jan-2023	15-Jan-2023	282.05	282.05	0.00
85966781	ROMA	8	01-Jan-2023	15-Jan-2023	282.05	282.05	0.00
CRSREG202301'	OBOA - LEGAL COURSE, JG	8	12-Jan-2023	15-Jan-2023	593.25	593.25	0.00
			Supplier Totals :		4,231.80	4,231.80	0.00
18091	ROYAL BANK VISA EFT						
7175	OFFICE CARPET CLEANER RENTAL	8	15-Jan-2023	15-Jan-2023	70.04	70.04	0.00
			Supplier Totals :		70.04	70.04	0.00
23010	WORKPLACE SAFETY & INSURANCE BOARD - EFT						
DEC. 1-31/22	DECEMBER 2022 - WSIB REMITTANCE	8	01-Jan-2023	01-Jan-2023	4,130.79	4,130.79	0.00
			Supplier Totals :		4,130.79	4,130.79	0.00
			EFT Paid Total :		74,883.68	74,883.68	0.00

Total Unpaid for Approval :	0.00
Total Discount :	0.00
Total Manually Paid for Approval :	0.00
Total Computer Paid for Approval :	259,191.03
Total EFT Paid for Approval :	74,883.68
Grand Total ITEMS for Approval :	334,074.71

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN
BY-LAW NO. 2023-
Being a By-law to authorize borrowing for current expenditures for 2023

WHEREAS Section 407 of *the Municipal Act, 2001, S.O 2001, C.25*, as amended, provides that a municipality may at any time during a fiscal year authorize temporary borrowing, until the taxes are collected and other revenues are received, of the amounts that the municipality considers necessary to meet the expenses of the municipality for the current year and of the amounts, whether or not they are expenses for the year, that the municipality requires in the year.

AND WHEREAS Section 407 (2) of *the Municipal Act, 2001, S.O 2001, C.25*, as amended, limits the total amount that may be borrowed from all sources at any one time, except with the approval of the Ontario Municipal Board.

NOW THEREFORE the Council of the Corporation of the Municipality of Magnetawan hereby enacts as follows:

1. **Borrowing By-law**
   The signing authorities of the Corporation of the Municipality of Magnetawan are hereby authorized to borrow from time to time of promissory note or bankers' acceptance during the year 2023 (current year) such amounts as may be necessary to meet, until the taxes are collected and until other revenues are received, the current expenditures of the Municipality and other amounts that are stated in Section 407 (1) of *the Municipal Act, 2001, S.O 2001, C.25*, as amended.

2. **Instruments**
   A promissory note or bankers' acceptance made under Section 1 of this By-law shall be signed by the Treasurer and by the Head of Council or other such person authorized by By-law.

3. **Lenders**
   The Lenders from whom amounts may be borrowed under the authority of this By-law shall be the Kawartha Credit Union Limited, and other such tender(s) and reserve funds of the Municipality as may be determined from time to time by Council resolution.

4. **Limit on Borrowing**
   Except with approval of the Ontario Municipal Board, the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest shall not exceed:
   a) from January 1 to September 30 in the year, fifty per cent (50%) of the total estimated revenues of the Municipality as set out in the budget adopted for the year.
   b) from October 1 to December 31 in the year, twenty-five per cent (25%) of the total estimated revenues of the Municipality as set out in the budget adopted for the year.

For the purposes of this By-law, the estimated revenues of the Municipality shall not include revenues derived from or derivable from:

- any borrowing, including any issue of debentures;
- a surplus, including arrears of taxes, fees, or charges; or
- a transfer from the capital fund, reserves, or reserve funds.

5. **Borrowing Documents Required**
At the time any amount is borrowed under this By-law, the Treasurer shall ensure that the Lender is or has been furnished with a certified copy of this By-law, a certified copy of the resolution mentioned in Section 3 determining the Lender, if applicable, and a certified copy of the estimates of the Municipality adopted for the current year and also showing the total of any amounts borrowed from any and all sources under authority of Section 407 of *the Municipal Act, 2001, S.O 2001, C.25*, as amended.

6. **Pending Adoption of the Budget**
Until the budget is adopted in the current year, the limits upon borrowing under Section 407 (2) of *the Municipal Act, 2001, S.O 2001, C.25*, as amended, shall be calculated temporarily using the estimated revenues of the Municipality, as adopted in the previous year's budget.

7. **Directive to Treasurer**
The Treasurer is authorized and directed to apply in payment of any or all amounts borrowed under this By-law together with interest, any or all of the funds collected or received, either on account or realized in respect of the taxes levied for the current year and preceding years, or from any other source that may be applied under prevailing legislation for such purpose.

8. **Effective Date**
This By-law shall come into effect retroactive the 1st day of January, 2023

READ A FIRST, SECOND, AND THIRD TIME, passed, signed and the Seal of the Corporation affixed hereto, this 15th day of February, 2023.

THE CORPORATION OF THE
MUNICIPALITY OF MAGNETAWAN

_____
Mayor

_____
CAO/Clerk

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW NO. 2023 -

BEING A BY-LAW TO APPOINT A MUNICIPAL BY-LAW ENFORCEMENT OFFICER

WHEREAS Section 55 of the *Comprehensive Ontario Police Services Act, 2019, S.O. 2019, c. 1 - Bill 68* provides that a Municipal Council may appoint person(s) to enforce the By-laws of the municipality and such Municipal By-Law Enforcement officer(s) are Peace Officer(s) for the purpose of enforcing municipal By-laws;

AND WHEREAS Section 227 of the *Municipal Act S.O. 2001, as amended, Ch. 25,* authorizes Municipal Councils to pass By-Laws for appointing such officers and employees as may be necessary for the purposes of the Corporation/Municipality, for carrying into effect the provisions of any By-Law of the Council;

AND WHEREAS Section 15.1 of *the Building Code Act, S.O. 1992, Ch. 23,* as amended, authorizes Municipal Councils to pass By-Laws for Appointing a Property Standards Officer;

NOW THEREFORE the Council of the Corporation of the Municipality of Magnetawan enacts as follows:

1. **THAT** Jason Newman is hereby appointed as the Municipal By-Law Enforcement Officer.
2. **THAT** the title of Municipal By-law Enforcement Officer shall include the additional roles and responsibilities of Animal Control Officer, Livestock-Valuer, Weed Inspector, and Property Standards Officer.
3. **THAT** the Agreement attached hereto as Appendix "A" between The Municipal Corporation of the Township of Armour and The Corporation of the Municipality of Magnetawan be entered into by the municipality.
4. **THAT** the Mayor and the Clerk be authorized to execute all documentation necessary to fulfill the Agreement.
5. **THAT** the Agreement entered into between The Municipal Corporation of the Township of Armour and The Corporation of the Municipality of Magnetawan is herby ratified and confirmed, when signed by all parties.
6. **THAT** THE Clerk of the Township of Armour is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, sematic or descriptive nature o kind to the by-law and schedule(s) as may be deemed necessary after the passage of this bylaw, where such modifications or corrections do not alter the intent of the by-law.
7. **THAT** the position of Municipal By-Law Enforcement Officer shall be considered a contract position; and therefore, will not be entitled to any other benefits of the Municipality except those as stipulated in the Contract Agreement.
8. **THAT** Jason Newman shall be deemed to be an Officer and Representative of the Municipal Corporation when acting in the scope of her duties.
9. **THAT** this By-law shall come into force and effect on the date of its passing.

10. **THAT** By-law 2021-62 and any other previously relevant by-law(s) be hereby repealed effective the date of passing of this By-law.

READ A FIRST, SECOND, AND THIRD TIME, passed, signed and the Seal of the Corporation affixed hereto, this 15th day of February 2023.

THE CORPORATION OF THE
MUNICIPALITY OF MAGNETAWAN

_____
Mayor

_____
Clerk

SERVICE AGREEMENT

BETWEEN

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

AND

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

WHEREAS the Township of Armour has hired a By-Law Enforcement Officer to provide services as described in the job description attached as Schedule "A" to this by-law;

AND WHEREAS the Township of Armour agrees to share the services of the By-Law Enforcement Officer with the Municipality of Magnetawan;

AND WHEREAS the Township of Armour and the Municipality of Magnetawan agree that the By-Law Enforcement Officer shall be an employee of the Township of Armour;

AND WHEREAS the Municipality of Magnetawan agrees to pay the Township of Armour for the costs involved in retaining the services of a By-Law Enforcement Officer, as per the terms of this agreement;

NOW THEREFORE the Township of Armour and the Municipality of Magnetawan agree as follows:

1. THAT the Municipality of Magnetawan shall use the By-Law Enforcement Officer for 10 hours per week during the term of this agreement. Every effort shall be made to ensure the availability of the By-Law Enforcement Officer, but it is recognized that the hours must remain flexible and that some hours may be required during weekends. The By-Law Enforcement Officer shall not perform any contract work which may place him/her in conflict.

2. THAT the Municipality of Magnetawan shall pay the Township of Armour the current rate at which the Township of Armour is remunerating the By-Law Enforcement Officer for each hour worked for their municipality, plus a 40% premium to cover the cost of benefits and vacation time, plus HST.

3. THAT the Municipality of Magnetawan shall pay for any mileage incurred by the By-Law Enforcement Officer while working for their municipality, at a rate listed in Schedule B of this agreement. Mileage billed shall be based on the daily log of the By-Law Enforcement Officer. Mileage shall be applicable from the By-Law Enforcement Officer's departure from the Township of Armour's municipal office at 56 Ontario Street, Burk's Falls, Ontario.

4. THAT the Municipality of Magnetawan agrees to share any other costs which may be generated by the By-Law Enforcement Officer position on the same percentage basis as the number of hours the By-Law Enforcement Officer does for the Municipality of Magnetawan.

5. THAT the Township of Armour shall invoice the Municipality of Magnetawan for a minimum of 10 hours per week on a monthly basis for the period completed. The

Township of Armour shall not invoice for more than 520 hours per year without the approval of the Municipality of Magnetawan.

6. THAT the Municipality of Magnetawan agrees to provide whatever administrative assistance is required in their respective office and will be responsible to provide office supplies required by the By-Law Enforcement Officer while working on their behalf.

7. THAT in the event of prosecution by or against the By-Law Enforcement Officer in the territorial jurisdiction of the each of the parties, each party shall be responsible for any costs arising from such legal proceedings, as well as legal representation of their own choosing.

8. THAT the Municipality of Magnetawan agree to maintain an insurance policy to and covering the By-Law Enforcement Officer and his/her related performance or non-performance of services, within its jurisdiction, for the entire term of this agreement. Proof of such insurance policy must be forwarded to the Township of Armour.

9. THAT the Municipality of Magnetawan agrees on behalf of themselves, their successors and assigns, to indemnify and save harmless the Township of Armour, its servants and agents from and against any actions, causes of actions, damages, suits, claims and demands whatsoever which may arise, either directly or indirectly, out of the performance or non-performance of the services provided herein and in connection with the carrying out of the provisions of the agreement.

10. THAT any dispute arising from the administration of this agreement shall be resolved by the Clerk of the Township of Armour. If the decision of the Clerk is not satisfactory to one of the parties, the matter can be referred to the Council of the Township of Armour.

11. THAT this agreement shall be in place from February 1, 2023 to December 31, 2026. Thereafter, it may be renewed by the parties on whatever mutually acceptable basis is determined.

12. Any party may cancel their participation in this agreement by serving the other parties, written notice of their intention, ninety (90) days in advance of the date of termination.

13. This agreement constitutes the entire agreement between the parties.

IN WITNESS THEREOF THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR HAS HEREUNTO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.

Dated at the Township of Armour

_____
MAYOR

this __th day of _____, 2023

_____
CLERK

IN WITNESS THEREOF THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN HAS HEREUNTO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.

Dated at the Municipality of Magnetawan

_____
MAYOR

this _____day of _____, 2023

_____
CLERK

POSITION DESCRIPTION
BY-LAW ENFORCEMENT OFFICER
October 2015

REPORTS TO:

Clerk-Administrator

POSITION PURPOSE:

The By-Law Enforcement Officer is responsible for enforcing municipal by-laws and providing public information to ensure the protection of residents, property and employees.

MAJOR DUTIES & RESPONSIBILITIES:

1. To provide a variety of inspection, advisory and enforcement services pertaining to legislation and to the by-laws of the municipality.

2. Designated as the Provincial Offences Officer under legislation for legal action on by-laws.

3. Respond to complaints regarding alleged violations, conducts investigations into allegations, urging self-compliance where possible through persuasive discussion and written correspondence to violators.

4. Provides information on by-laws and enforcement conditions.

5. Enforces by-laws through court action when necessary, including preparation of a proper crown brief, notification of witnesses and the issuance of a subpoena to ensure their presence in court.

6. Be prepared to do weekend or evening patrol to observe, make notes and be prepared to charge and give testimony in Provincial Offences Court.

7. Responsible for animal control in the municipality and to pick up dogs without tags and transport them to an animal shelter designated by the municipality.

8. Must have a system in place to receive complaints 24 hours a day as complaints shall be forwarded directly to the By-Law Enforcement Officer.

9. Performs such other related duties as may reasonably be required by the Treasurer/Deputy-Clerk.

10. Attends Council meetings as required.

EDUCATION / EXPERIENCE / SKILLS:

1. Must have successfully completed a relevant diploma from a recognized post-secondary institution or equivalent.

2. Successful completion of By-Law Compliance Enforcement and Investigative Skills Level 1 or equivalent.

3. Minimum 4 years related experience or field investigative experience.

4. Must have excellent verbal and written communication skills and ability to relate to elected officials, peers, and the public in a professional manner.

5. Must have a good understanding of regulatory by-laws legislation and rules.

6. Must have a good knowledge of investigation, note taking and evidence gathering techniques.

POSITION DESCRIPTION
BY-LAW ENFORCEMENT OFFICER
October 2015

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7. Must have a good knowledge of court processes and procedures and emergency response techniques.

8. Must have a valid G driver's license and access to a vehicle.

Independence of Action

This position requires the application of established guidelines, methods or procedures and includes a choice of methods.

Mental Effort

Variety of duties with frequent interruptions. Mental, visual and/or aural concentration required when, investigating, making notes or going to court.

Physical Effort

Work may involve physically draining and exhausting activities which may include providing assistance in emergency response situations and be involved in physically dangerous and confrontational situations.

Dexterity

The coordination of fine motor skills is required when operating office equipment, vehicles, taking notes, writing reports, etc.

Accountability

Actions could result in a minor loss of time or resources and could affect the work of others.

Safety of Others

A requirement of the position is to ensure the safety of residents, peers and employees.

Supervision

Supervisory responsibility is not normally part of the job requirement but there may be a requirement to show others how to perform tasks or duties.

Contacts

Has frequent contacts for investigations, discussions, often of a sensitive and confidential nature and needs to be able to influence and persuade a person or persons to co-operate and follow the legislation.

Working Conditions

Work is performed mostly outside with the unavoidable externally imposed conditions. Work involves dealing with difficult individuals and includes exposure to physically dangerous and confrontational situations.

The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position.

MILEAGE RATE POLICY

The rate of reimbursement of mileage expenses shall be as follows:

1. The base rate for reimbursement of mileage, as of the date of approval of this policy, shall be $ 0.54 per kilometer and shall be for the price of gasoline ranging from $0.00 to $1.39 per litre.

2. For the purpose of this policy, the price of gasoline per litre shall be the rate at the Shell Station located in Burk`s Falls, and shall be used on the first day of each and every month.

3. Increases from the $0.54 base rate shall be based on a $0.02 increase in the rate per kilometer for each $0.10 increments that gasoline prices increase, as per the schedule below. The minimum rate shall not be below the rate of $0.54 per kilometer unless approved by resolution by Council.

   Examples:

PRICE OF GASOLINE PER LITRE	RATE PER KILOMETER
From $0.00 to $1.39	$0.54
From $1.40 to $1.49	$0.56
From $1.50 to $1.59	$0.58
From $1.60 to $1.69	$0.60
From $1.70 to $1.79	$0.62
From $1.80 to $1.89	$0.64
From $1.90 to $1.99	$0.66
From $2.00 to $2.09	$0.68
From $2.10 to $2.19	$0.70
From $2.20 to $2.29	$0.72
From $2.30 to $2.39	$0.74
From $2.40 to $2.49	$0.76
From $2.50 to $2.59	$0.78
From $2.60 to $2.69	$0.80
From $2.70 to $2.79	$0.82
From $2.80 to $2.89	$0.84
From $2.90 to $2.99	$0.86
From $3.00 to $3.09	$0.88

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW NO. 2023 -

Being a By-law to establish a Committee of Adjustment for the Municipality of Magnetawan for 2023

WHEREAS Section 44(1) of the Planning Act, R.S.O. 1990, Chapter P.13, authorizes a municipality to constitute and appoint a Committee of Adjustment;

AND WHEREAS Section 44(3) of the Planning Act, R.S.O. 1990, Chapter P.13, the members of the committee who are members of a municipal council shall be appointed annually;

AND WHEREAS Section 45 (1) The committee of adjustment, upon the application of the owner of any land, building or structure affected by any by-law that is passed under section 34 or 38, or a predecessor of such sections, or any person authorized in writing by the owner, may, despite any other Act, authorize such minor variance from the provisions of the by-law, in respect of the land, building or structure or the use thereof, as in its opinion is desirable for the appropriate development or use of the land, building or structure, if in the opinion of the committee the general intent and purpose of the by-law and of the official plan, if any, are maintained;

AND WHEREAS Section 45 (3) A council that has constituted a committee of adjustment may by by-law empower the committee of adjustment to grant minor variances from the provisions of any by-law of the municipality that implements an official plan, or from such by-laws of the municipality as are specified and that implement an official plan, and when a committee of adjustment is so empowered subsection (1) applies with necessary modifications. R.S.O. 1990, c. P.13, s. 45 (3);

NOW THEREFORE the Council of the Corporation of the Municipality of Magnetawan hereby enacts as follows:

1. **THAT** the following persons, all of whom are members of Council, are hereby appointed as its members for the 2023 calendar year until the inauguration of the newly elected Council:
    - Sam Dunnett
    - John Hetherington
    - Bill Bishop
    - Jon Hind
    - Brad Kneller

2. THAT the Committee of Adjustment shall be hereby empowered with the authority to grant minor variances from the provisions of any by-law of the municipality that implements an Official Plan.

3. That the Clerk of the Municipality of Magnetawan is hereby appointed as the Secretary-Treasurer of the Committee of Adjustment. The Clerk may delegate to any employee of the Municipality of Magnetawan all, or a portion of, the duties of Secretary-Treasurer of the Committee of Adjustment.

4. **THAT** this By-law shall come into force and effect on January 01, 2023

READ A FIRST, SECOND AND THIRD TIME, passed, signed and the Seal of the Corporation affixed hereto, this 15th day of February 2023.

THE CORPORATION OF THE
MUNICIPALITY OF MAGNETAWAN

_____
Mayor

_____
CAO/Clerk

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW NO. 2023-

Being a By-law to confirm the proceedings of Special Meeting of Council February 15, 2023 and Meeting of Council February 15, 2023

WHEREAS Section 5(3) of the *Municipal Act, 2001, S.O. 2001, c.25*, as amended, requires a municipal Council to exercise a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS the Council of the Municipality of Magnetawan deems it desirable to confirm the proceedings of Council and to ratify decisions made at its meeting hereinafter set out;

NOW THEREFORE the Council of the Corporation of the Municipality of Magnetawan enacts as follows:

1. **Ratification and Confirmation**

   THAT the action of the Council of the Municipality of Magnetawan at its meeting for the aforementioned date(s) with respect to each motion, resolution and other action passed and taken by this Council at its meetings, except where otherwise required, is hereby adopted, ratified, and confirmed as if such proceedings and actions were expressly adopted and confirmed by its separate By-law.

2. **Execution of all Documents**

   THAT the Mayor of the Council of the Municipality of Magnetawan and the proper officers of the Municipality of Magnetawan are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, except where otherwise provided, and the Mayor and Clerk are hereby authorized and directed to execute all necessary documents and to affix the Corporate Seal of the Municipality to such documents.

READ A FIRST, SECOND, AND THIRD TIME, passed, signed and the Seal of the Corporation affixed hereto, this 15th day of February 2023.

THE CORPORATION OF THE
MUNICIPALITY OF MAGNETAWAN

_____
Mayor

_____
CAO/Clerk

on desk
FEB 15, 2023

Daycare Centre Rental Agreement Proposal

Good afternoon,

I am proposing that the Municipality of Magnetawan rent out the Ahmic Harbour Community Centre to the Magnetawan Daycare Centre Corporation. This is a non-profit public benefit corporation that I have started to provide a sustainable community based approach to child care for Magnetawan. All profits and donations go directly back into the daycare centre ensuring the best care possible. After consulting with the Ministry of Education about potential floor plans, we estimate that the Ahmic Harbour Community Centre has the capacity for around twenty-six children: three infants, five toddlers, eight pre-school, and ten after-school. After conducting a survey, I found that the parents of nineteen children aged four and under would be interested in sending their children to a daycare centre in Magnetawan. In addition to this, I know of eight children that would attend the after-school program in the fall.

With the current lack of use of the community centre and the high need for child care in our community renting it at a reduced rate would be mutually beneficial. I propose a one or two year lease set at $1000/month starting this summer. In order to make the daycare abide by the Ministry of Education's rules we would use moveable walls to separate the age-groups. By doing this, we can alter the space without making permanent changes to the building.

This daycare centre would also be a driving force for community connection in Magnetawan. We could do partnerships with the Freindship Centre for senior baking days, host community movie nights for the local kids, have events to help create projects for the Magnetawan Fall Fair, and partner with local libraries for book borrowing and reading programs. Our town is one that thrives when brought together and this would provide the perfect avenue for that.

Thank you

ON DESK FEB 15, 2023

PINCHIN

2022 Waste Disposal Site Monitoring Review

MUNICIPALITY OF MAGNETAWAN

Presented by Tim McBride

MEMBER OF PG THE PINCHIN GROUP

INTRODUCTION

Tim McBride, B.Sc., P.Geo., QP_{ESA}
Practice Specialist - Hydrogeology
Director, Northern Ontario

Alana Valle, B.Eng., E.I.T.
Project Coordinator

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SUMMARY

- Croft Waste Disposal Site
  - 2022 Annual Monitoring Program Results
- Chapman Waste Disposal Site
  - 2019 MECP Comments
  - 2022 Annual Monitoring Program Results
  - Leachate Management Plan Strategy

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CROFT WASTE DISPOSAL SITE

2022 Monitoring Program

- Current monitoring network:
  - 8 groundwater wells
  - 3 drive point monitors
  - 3 surface water locations

- All wells were observed to be in good condition and in compliance with Reg. 903

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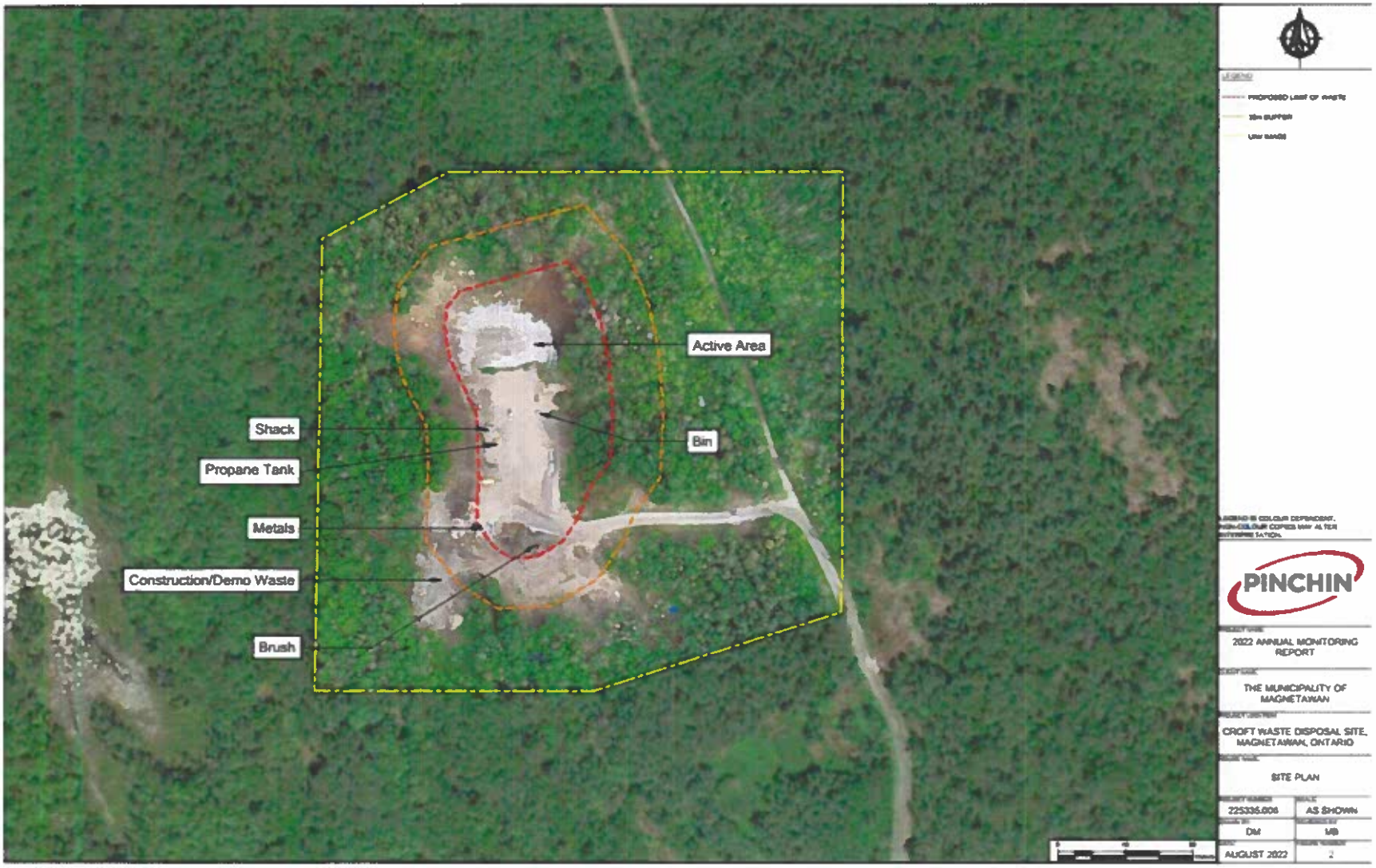
CROFT WASTE DISPOSAL SITE

Site Plan



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CROFT WASTE DISPOSAL SITE

Monitoring Locations

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CROFT WASTE DISPOSAL SITE

2022 Annual Monitoring Program Results

- Based on the 2022 groundwater and surface water monitoring results, Pinchin has not identified any significant landfill related impacts at the Site

- With the support of the newly installed downgradient wells, it is interpreted that elevated contaminant concentrations are attenuated prior to the property boundary

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CROFT WASTE DISPOSAL SITE

Recommendations for 2023 Monitoring Program

- Continue with the routine groundwater and surface water monitoring during the spring and fall of 2023
- Surface water samples analyzed for aluminum should be field filtered (PWQO standards)
- Removal of the drive point monitors (DP7, DP8 and DP9) from the sampling program – insufficient volume
  - Retain for water level elevation monitoring
  - Equip with appropriate lockable caps (steel outer casing)

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CHAPMAN WASTE DISPOSAL SITE

2022 Monitoring Program

- Current monitoring network:
  - 13 groundwater wells
  - 4 surface water locations

- All wells were observed to be in good condition and in compliance with Reg. 903
  - Apart from BH1, BH2 and BH3-II which have the PVC riser too tall to close the casing lid

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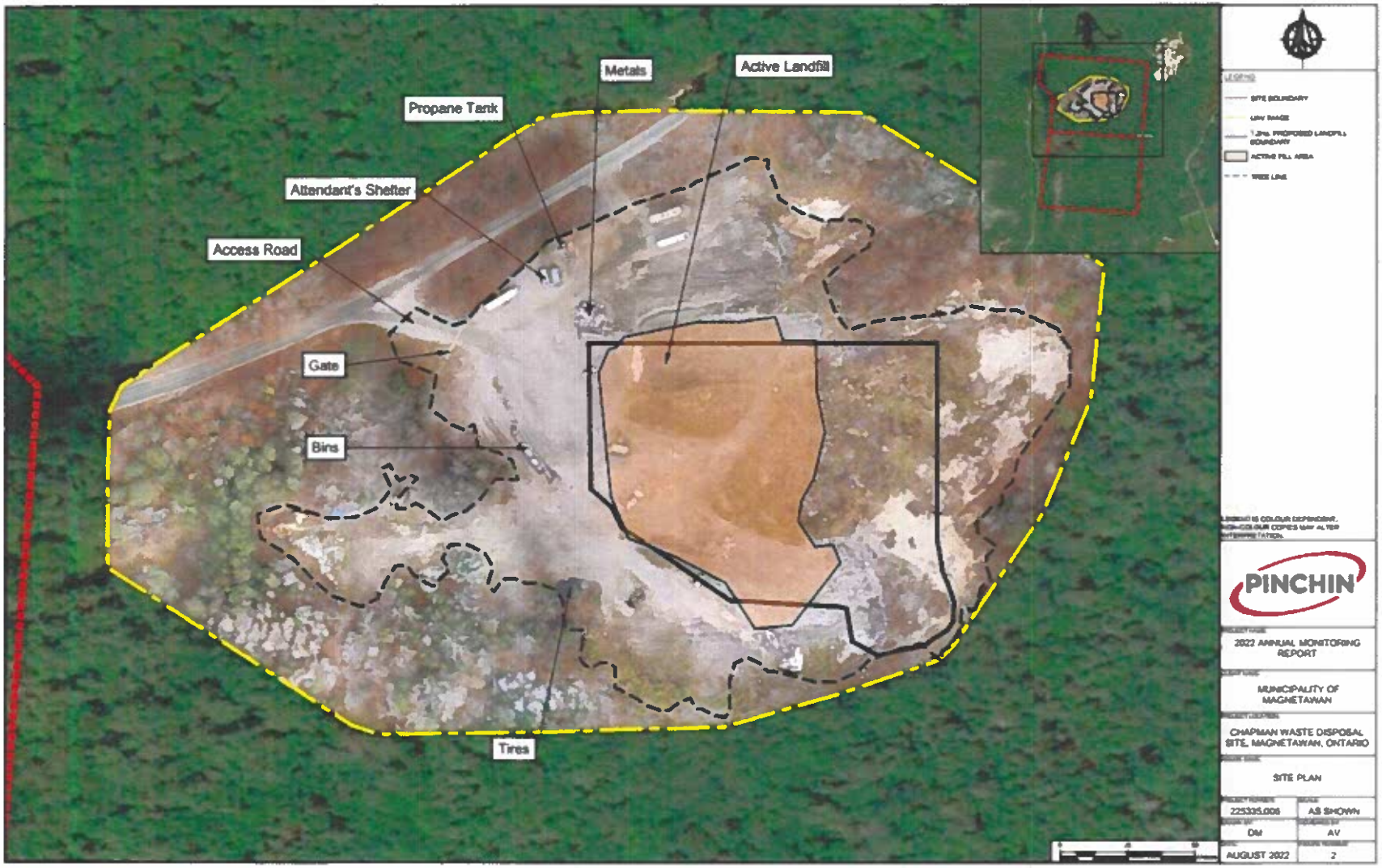
CHAPMAN WASTE DISPOSAL SITE

Site Plan



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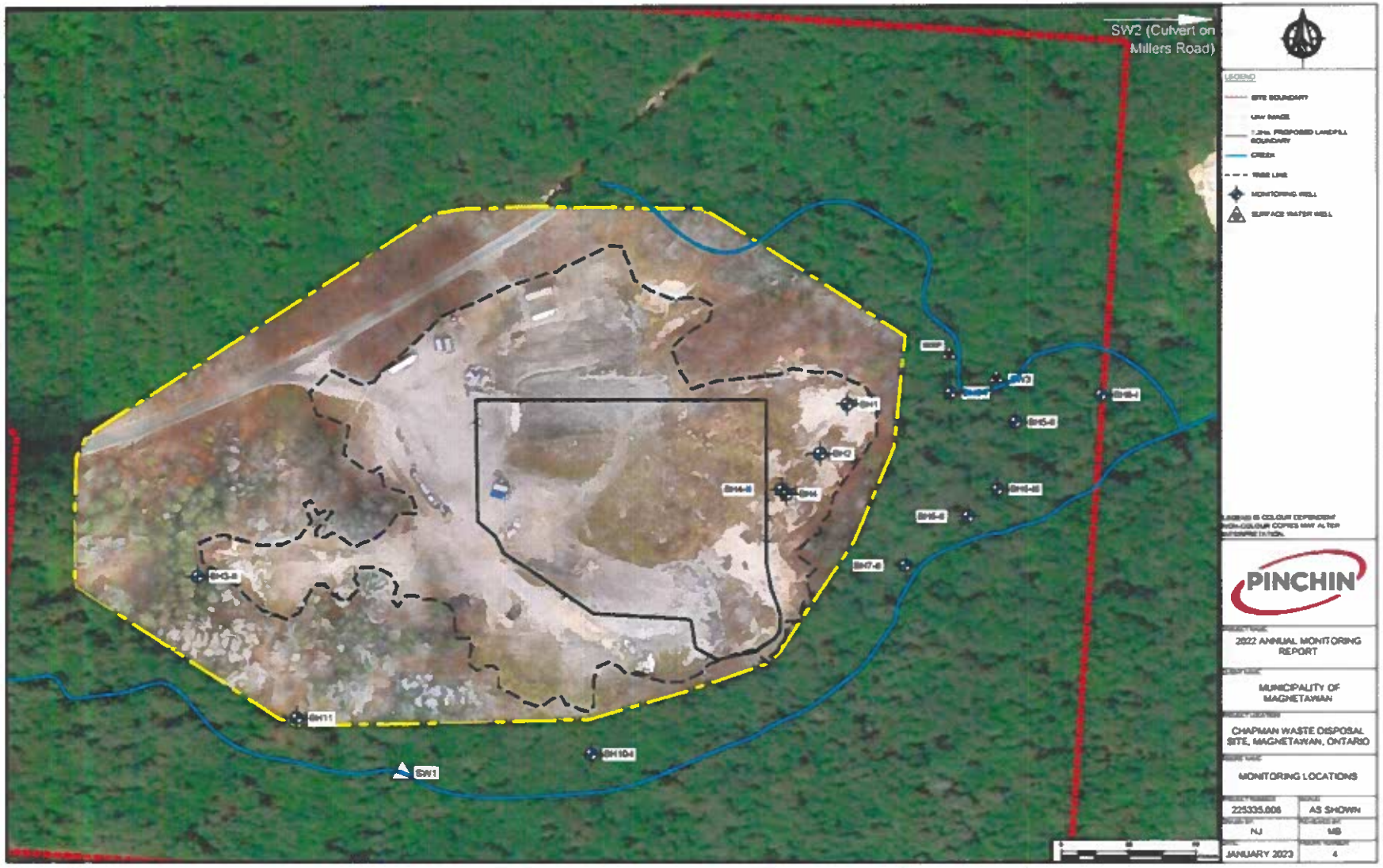
CHAPMAN WASTE DISPOSAL SITE

Monitoring Locations



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CHAPMAN WASTE DISPOSAL SITE

MECP Comments

- In 2020, the MECP reviewed the following reports for Chapman:
  - 2019 Annual Monitoring Report
  - Waste Capacity Study
  - Leachate Management Plan
  - Fish & Benthic Invertebrate Assessment

- Comments made by the MECP
  - *MECP Hydrogeologist Memorandum, dated May 5, 2020*
  - *MECP Surface Water Specialist Memorandum, dated May 21, 2020*

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CHAPMAN WASTE DISPOSAL SITE

MECP Comments – **All have been addressed in 2020-2022**

MECP Comment/Action	Completed
All **new monitoring wells surveyed** to the same elevation datum as the existing wells and groundwater contours developed.	2020
Report Updates - Waste type discrepancy between report and ECA - Include all site boundaries on report figures - BH logs for 2018 wells added, confirmed historical logs unavailable - Guideline B-7 calculations completed using new background wells (BH3-II and BH11) as opposed to the historical well (BH3) - Wells situated near surface water features compared to APV standards - Surface water quality data not compared to APV standards - Un-ionized ammonia values calculated for the surface water samples - Update all guidelines for chemical-specific values	2020
Additional Sampling Requirements - Mercury and VOC's – include in analysis for near-field well BH4-II for next 3-5 events to confirm concentrations - Sample the leachate seep - Surface water flow monitoring	2021 - 2022 (4 events)
Installation of source well to characterize site leachate - Not recommended by Pinchin at this time as leachate can be characterized by near-field wells.	Budget to accommodate installation in the event the MECP is persistent. Approximately $5,000 to install and $500 to monitor annually.
Monitoring well **BH3 (destroyed)** should be located and decommissioned.	Advise the MECP that efforts previously made to locate the well were unsuccessful. If the well is discovered in the future, it will be decommissioned.
Update the proposed **Trigger Level Monitoring Plan**	2022

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CHAPMAN WASTE DISPOSAL SITE

2022 Annual Monitoring Program - Results

- Proposed updated trigger program was included in 2022 analysis for discussion purposes only for trigger wells and trigger SW locations
  - BH6-III and BH8-I out of compliance - Additional sampling required to confirm concentrations (only 8 events)
  - All surface water trigger concentrations were satisfied, with the exception of iron
- Trigger program to be applied after the implementation of the leachate management strategy

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CHAPMAN WASTE DISPOSAL SITE

2022 Annual Monitoring Program - Results

- Site compliance evaluated based on the MECP Guideline B-7
- Pinchin has not identified any significant landfill related impacts at the Site
- Nitrate (health-related parameter) exceedances downgradient
  - Quantified at BH5-II, BH6-III and BH8-I, BH9-I
  - Often fluctuate seasonally throughout the historical record
  - Nitrate impacts not quantified in surface water downstream
  - Further sampling required to confirm
- All other B-7 exceedances (pH, TDS, iron, DOC, aluminum and manganese) not considered a significant concern originating from the Site

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CHAPMAN WASTE DISPOSAL SITE

Recommendations for 2023 Monitoring Program

- Continue with routine groundwater and surface water monitoring during the spring and fall of 2023
- Once the mitigative measures for the seep are executed, implement the proposed trigger level monitoring program and Updated Trigger Plan
- The riser at monitoring wells BH1, BH2 and BH3-II should be cut and re-surveyed
- MECP comments:
  - Discontinue sampling of VOCs and mercury at BH4-II (no detectable concentrations for 4 events)
  - Continue sampling the leachate seep and surface water flow

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CHAPMAN WASTE DISPOSAL SITE

Next Steps for 2023

- **2023 Annual Monitoring and Reporting for Chapman & Croft**
  - *Pinchin 2020-2022 contract completed*
  - *Prepare a proposal to complete 2023-2025 sampling and reporting requirements*

- **Continue with Chapman Leachate Management Plan Strategy**

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CHAPMAN LEACHATE MANAGEMENT PLAN STRATEGY

Leachate Seep

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CHAPMAN LEACHATE MANAGEMENT PLAN STRATEGY

Overview of Recommended Approach

- ***Stage 1- evaluate the remaining waste capacity of the landfill site***
- ***Stage 2- completion of aquatic survey***
- Stage 3- complete earthworks to enhance the contaminant attenuation zone
- Stage 4a- implement a trigger level monitoring program in both the groundwater and surface water media; and
- Stage 4b- If required, based on the results of the Trigger Level Monitoring Program, evaluate the significance of the impacts to water quality at the Site, and implement a strategy to manage the leachate-impacted groundwater plume:
    - Install a perimeter toe drain system to collect the groundwater;
    - Install a constructed wetland to treat the collected groundwater; and
    - Discharge the groundwater from the constructed wetland to the adjacent surface water feature.

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CHAPMAN LEACHATE MANAGEMENT PLAN STRATEGY

Stage 3 Process

Eliminate the leachate seep and enhance contaminant attenuation zone:

- Applying additional overburden material on the existing leachate discharge location
- Backfill the incised valley with additional granular material
- Infilling would require the relocation of the eastern perimeter tributary
- Infilling the area including the leachate seep will establish a formal contaminant attenuation zone

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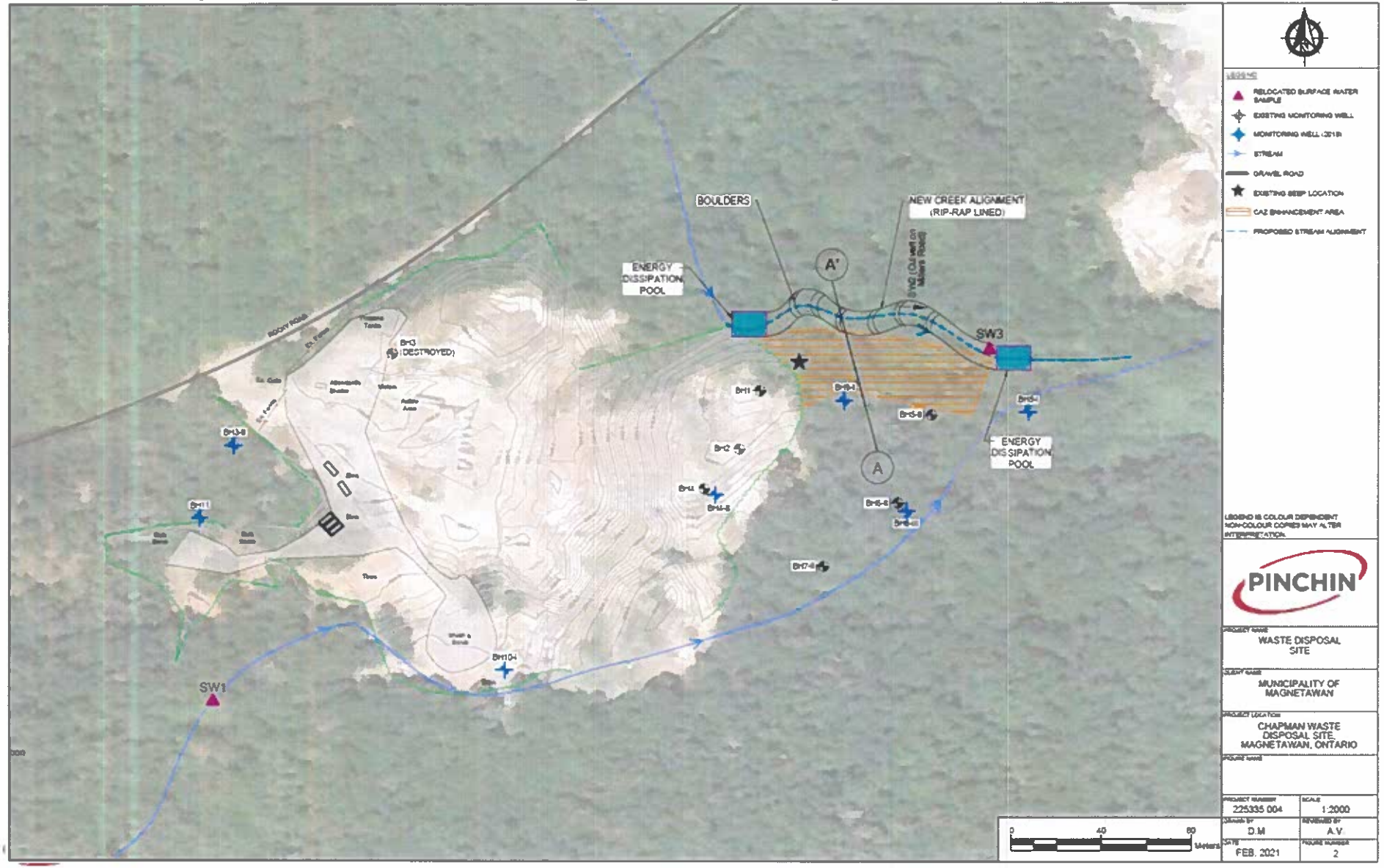
CHAPMAN LEACHATE MANAGEMENT PLAN STRATEGY

Proposed Creek Realignment Design



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QUESTIONS?

Tim McBride
tmcbride@pinchin.com
705.521.0560 ext 3416

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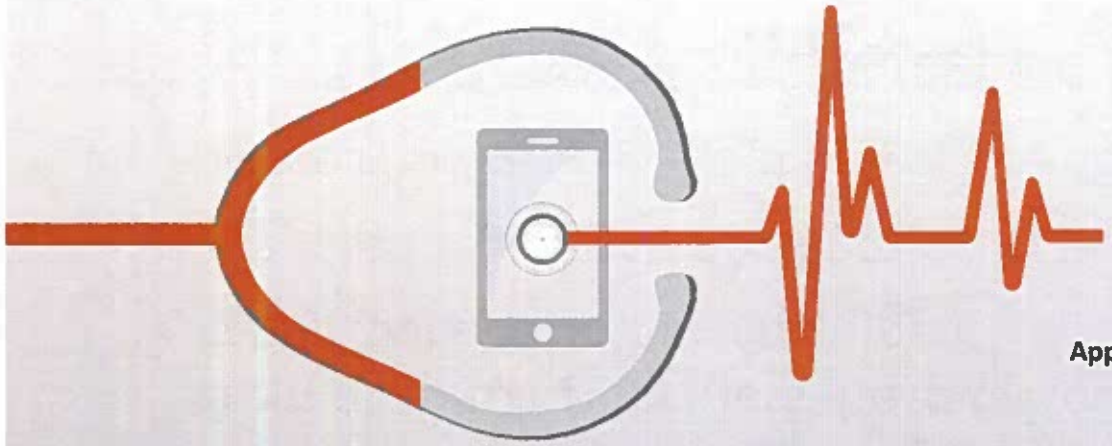
MEMBER OF
PG
THE PINCHIN GROUP

On agenda feb 13, 2023



Update from Almaguin Highlands Health Council

09-Feb-2023

Approach to MAHC Hospital Build "Local Share" Commitments

Rod Ward – Chair, AHHC

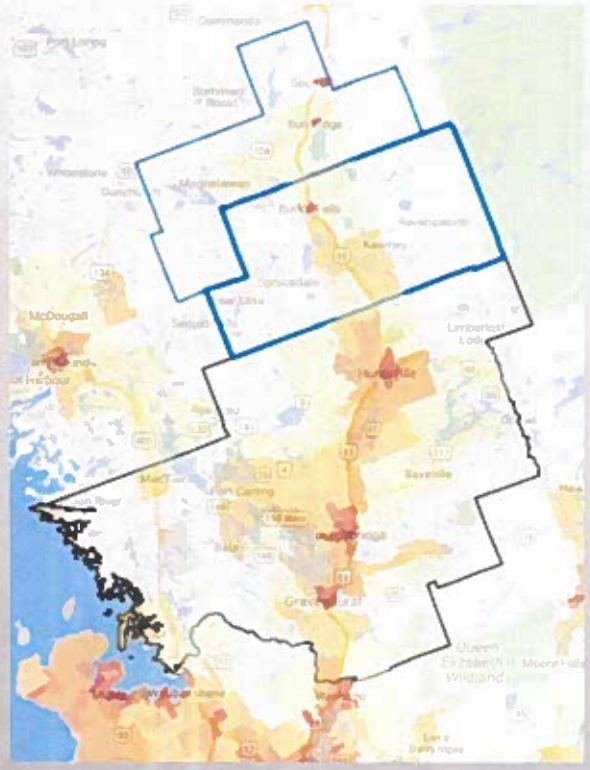
Almaguin
Embrace our nature

Preliminary: For Discussion Purposes Only

Background and Preamble…

- Muskoka Algonquin Health Care (MAHC) requires immediate input from all funding partners (hospital foundations, MAHC hospital, municipalities within 'catchment') with respect to the Local Share…
- We need to start somewhere…
- There is still a great deal of work to do and discussion to have…
- We need to make some assumptions in order for discussions to move forward…

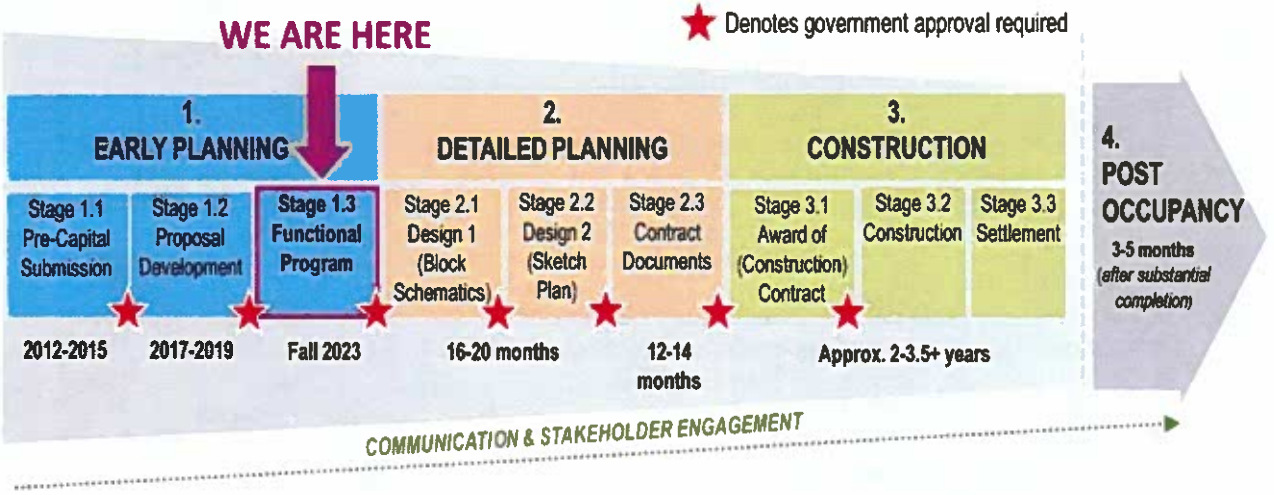
Focus geographic area for MAHC hospital builds



- Over 70,000 permanent residents, over 80,000 seasonal residents and over 2 million annual visitors
- Area services a broad and dispersed geography (over 5000 square kilometers).
- Recognize that municipalities on the outer 'borders' likely receive hospital services from multiple hospital locations (MAHC, NORTH BAY, WEST PARRY SOUND, ORILLIA)

Preliminary: For Discussion Purposes Only

Muskoka Algonquin Health Care (MAHC) Hospital Builds (Huntsville / Bracebridge) – Impact of Local Share



- Local Share costs are mandated by provincial legislation
- Local community is required to cover 10% of capital building costs + 100% equipment costs
- Local Share was estimated to be $129-m at project outset in 2019
- Projected Local Share at project completion is now estimated to be $225-m
- Two hospital foundations, MAHC and municipalities are part of local share discussion
- Formula and estimates have yet to be determined
- AHHC has seat at the 'local share' table on behalf of Almaguin municipalities

Preliminary: For Discussion Purposes Only

Updated Project Cost Projections

March 2019 Assumptions

- Project Cost: $561M
- Local Share: $129M

2019 Project in September 2022 dollars

- Project Cost: $722M
- Local Share: $165M

2019 Project Fall 2027 RFP

- *Potential* Project Cost: $967M
- *Potential* Local Share: $225M

* **Final costs are unknown and will evolve through the planning process**

Preliminary: For Discussion Purposes Only

Impacts to the Almaguin Highlands: *What we know…*

If we want our community to support the hospital builds we are obligated to contribute to Local Share…

MAHC has requested **preliminary contribution numbers by end of day February 15, 2023**…

Our actual financial contribution is not expected in the short term – build must be 'substantially completed' before any funds change hands…

AHHC has already indicated to MAHC that we wish to see healthcare services in the Almaguin Highlands community as part of the project…

Current assumptions…

The **upper limit** total Local Share is assumed to be **$225-million** – there is no expectation that this number can continue to grow.

Almaguin Highlands (AHHC) has stated an assumption that the hospital **Foundations** will account for **30%* of Local Share** (~$67.5-m).

Almaguin Highlands (AHHC) has stated an assumption that **Muskoka Algonquin Healthcare (MAHC)** will cover **20%* of Local Share** (~$45-m).

This leaves **50%* (~$112.5-m)** to be covered by **all municipalities** in the catchment area.

Financing assumed to be over longer term **(10-15 years)** with funds set aside in **reserves** by each municipality each year.

No funds to be handed over to MAHC until the build is **"substantially complete".**

Based on **Assessment Numbers (from 2021)** the total 'municipal' share for the **Almaguin Highlands** region is about **10.9%** (or about **$12-million**), based on above assumptions.

* Note: These percentage assumptions are based on other Ontario hospital builds in the last 3 years.

Preliminary: For Discussion Purposes Only

Further assumptions…

It is assumed that areas receiving largest economic benefit (Huntsville/Bracebridge) will contribute "more than average".

It is assumed that areas on the 'outer reaches' of the catchment area will contribute "less than average" (under the further assumption that they already contribute to healthcare projects to the north, west and/or south).

It is assumed that all 12 municipalities in the Almaguin Highlands part of the catchment area will contribute <u>something</u>.

It is assumed that there is no perfect approach to determining the share for each municipality. Compromise is required.

We have not yet had enough time to investigate other potential avenues for funding, such as grants, fund-raising initiatives, etc..

Options for Almaguin Highlands

Option	Potential Pros / Benefits	Potential Cons / Risks
Do nothing…	• Minimal time / effort	• Local share for Almaguin municipalities will be driven by other groups / areas / government bodies • We will have zero influence on how or where healthcare dollars are spent • We will still face a cost to our taxpayers (i.e. the local share doesn't 'go away') • Risks loss of MAHC services provided in Almaguin today (which impacts Almaguin citizens and primary care providers in Burk's Falls / Sundridge)
Each municipality approaches funding separately and "does what they can"	• Based on individual municipal budgets • Potentially minimizes local taxpayer impact	• Removes leverage for potential future healthcare services in Almaguin • Likely falls short of Local Share requirements • Divides the region • Does not guarantee that there won't be further contribution requests down the road • Risks loss of MAHC services provided in Almaguin today (which impacts Almaguin citizens and primary care providers in Burk's Falls / Sundridge)
Approach the issue Almaguin-wide and determine a best-fit which serves the area, the needs of Local Share, and the needs of residents. 12 Almaguin municipalities for $12-m in 12 years. "12 for 12 in 12"	• Provides commitment to hospital builds • Allows for funding of additional healthcare services in Almaguin, for Almaguin • Provides strength of an 'all-region' approach • Supports our residents, our current healthcare providers, future development and growth • Still allows for negotiation within Almaguin to account for special circumstances	• Requires a near-term 'soft' commitment for long-term funding • Still requires negotiation within Almaguin

Preliminary: For Discussion Purposes Only

Recommended approach – Local Share with Almaguin Highlands Focus

Recommended Step	Specifics	How established
Establish baseline percentages, based on 2021 Assessments	Estimates substantially complete for Almaguin Highlands purposes. The "formula", however, has not been established by the Local Share committee.	Via resolution with the full Local Share committee for MAHC.
Determine per-year, per-municipality requirement over 12 year period – 12 municipalities reserving a total of $12-m over a 12 year period	Estimates substantially complete, based on Almaguin Highlands assessment numbers.	Via individual municipal council resolution.
Commit (via resolution) 80% of funds toward the MAHC builds	Total ~$9.5-million committed to MAHC hospital builds as part of Phase 1.3 requirements of hospital build. See detail slides.	Via individual municipal council resolution
Commit (via resolution) remaining 20% of funds to healthcare services in the Almaguin Highlands (future needs)	Remaining ~$2.5-million committed to future healthcare services in the Almaguin Highlands…could include any service benefitting the region and could still be transferred to the MAHC build, if desired, at later date. See detail slides.	Via individual municipal council resolution

Target $12-million for 12 municipalities in 12 years…

Preliminary: For Discussion Purposes Only

Muskoka and Area Assessment and Cost Sharing Breakdowns – No Adjustments

Municipality	2021 Total Assessment	Percentage of Overall	Municipal Share	Almaguin Share
Township of Muskoka Lakes	$ 10,272,422,309.00	34.47%	$ 38,778,750.00	
Township of Lake of Bays	$ 3,236,108,027.00	10.86%	$ 12,217,500.00	
Town of Huntsville	$ 4,274,289,337.00	14.34%	$ 16,132,500.00	
Town of Bracebridge	$ 3,422,018,877.00	11.48%	$ 12,915,000.00	
Town of Gravenhurst	$ 3,621,765,727.00	12.15%	$ 13,668,750.00	
Township of Algonquin Highlands	$ 1,719,587,527.00	5.77%	$ 6,491,250.00	
Township of Armour	$ 377,699,218.00	1.27%	$ 1,428,750.00	
Village of Burk's Falls	$ 81,953,600.00	0.27%	$ 303,750.00	
Township of Ryerson	$ 191,791,700.00	0.64%	$ 720,000.00	
Township of McMurrich/Monteith	$ 230,998,900.00	0.78%	$ 877,500.00	
Township of Perry	$ 482,164,500.00	1.62%	$ 1,822,500.00	
Municipality of Magnetawan	$ 711,934,009.00	2.39%	$ 2,688,750.00	
Township of Strong	$ 298,402,100.00	1.00%	$ 1,125,000.00	
Village of Sundridge	$ 106,024,400.00	0.36%	$ 405,000.00	
Village of South River	$ 71,525,700.00	0.24%	$ 270,000.00	
Township of Machar	$ 262,725,000.00	0.88%	$ 990,000.00	
Township of Joly	$ 61,786,900.00	0.21%	$ 236,250.00	
Town of Kearney	$ 379,068,309.00	1.27%	$ 1,428,750.00	
TOTAL ALMAGUIN PORTION		10.93%		10.93%
				$ 12,296,250.00
	$ 29,802,266,140.00	100.00%	$ 112,500,000.00	
	TOTAL LOCAL SHARE		$ 225,000,000.00	

Assumptions:

30% of $225-m local share - Foundations
20% of $225-m local share - MAHC
50% of $225-m local share - Municipalities

Preliminary: For Discussion Purposes Only

Muskoka and Area Assessment and Cost Sharing Breakdowns – Almaguin Highlands Focus

Municipality	Percentage of Overall	Municipal Share	Almaguin Share	MAHC Share (80%)	*Per Year	Almaguin "Holding" (20%)	*Per Year	*Total Per Year Reserves
Township of Armour	1.27%	$ 1,428,750.00		$ 1,143,000.00	$ 95,250.00	$ 285,750.00	$ 23,812.50	$ 119,062.50
Village of Burk's Falls	0.27%	$ 303,750.00		$ 243,000.00	$ 20,250.00	$ 60,750.00	$ 5,062.50	$ 25,312.50
Township of Ryerson	0.64%	$ 720,000.00		$ 576,000.00	$ 48,000.00	$ 144,000.00	$ 12,000.00	$ 60,000.00
Township of McMurrich/Monteith	0.78%	$ 877,500.00		$ 702,000.00	$ 58,500.00	$ 175,500.00	$ 14,625.00	$ 73,125.00
Township of Perry	1.62%	$ 1,822,500.00		$ 1,458,000.00	$ 121,500.00	$ 364,500.00	$ 30,375.00	$ 151,875.00
Municipality of Magnetawan	2.39%	$ 2,688,750.00		$ 2,151,000.00	$ 179,250.00	$ 537,750.00	$ 44,812.50	$ 224,062.50
Township of Strong	1.00%	$ 1,125,000.00		$ 900,000.00	$ 75,000.00	$ 225,000.00	$ 18,750.00	$ 93,750.00
Village of Sundridge	0.36%	$ 405,000.00		$ 324,000.00	$ 27,000.00	$ 81,000.00	$ 6,750.00	$ 33,750.00
Village of South River	0.24%	$ 270,000.00		$ 216,000.00	$ 18,000.00	$ 54,000.00	$ 4,500.00	$ 22,500.00
Township of Machar	0.88%	$ 990,000.00		$ 792,000.00	$ 66,000.00	$ 198,000.00	$ 16,500.00	$ 82,500.00
Township of Joly	0.21%	$ 236,250.00		$ 189,000.00	$ 15,750.00	$ 47,250.00	$ 3,937.50	$ 19,687.50
Town of Kearney	1.27%	$ 1,428,750.00		$ 1,143,000.00	$ 95,250.00	$ 285,750.00	$ 23,812.50	$ 119,062.50
TOTAL ALMAGUIN PORTION	10.93%		10.93%					
			$ 12,296,250.00	$ 9,837,000.00		$ 2,459,250.00		
TOTAL MUNICIPAL CONTRIBUTION (ALL)	100.00%	$ 112,500,000.00						

* Assumes 12-year investment period

12 For 12 in12 ...

Preliminary: For Discussion Purposes Only

$12-m for 12 municipalities in 12 years…Local Share with Almaguin Highlands Focus

- **The good news…**
- Fund-raising efforts will focus on enhancing healthcare services in the Almaguin Highlands…
- We consider these numbers to be the "worst case scenario"…
- There are groups lobbying for changes to the Local Share – 'urban versus rural' realities…
- We have an extended period to raise funds…
- Any funds raised will directly benefit healthcare in the Almaguin Highlands…
- Funds will be raised by combination of hospital Foundations, MAHC, all municipalities, individual fund-raising efforts, private donations, business donations…
- **For all of us, it represents a commitment to healthcare in our region.**

Overall Local Share = $225-million

Funder	Projected Total	Percentage
Hospital Foundations *	$67.5-m	30%
MAHC *	$45-m	20%
Municipal Share *	$112.5-m	50%
Almaguin Highlands Share **	**$9.5-m**	**4.22%**

Almaguin
Embrace our nature

*Based on previously listed assumptions

**Based on 12-year fund-raising goal; $9.5-m to Local Share; $2.5-m to Almaguin healthcare directly