



## **AGENDA – Regular Meeting of Council**

**Wednesday, May 10, 2023**

**1:00 PM**

**Magnetawan Community Centre**

### **Page # 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

### **DEPUTATION**

- 12 Jennifer Montpetit Program Manager, Build Advancement & Christina Hemens Senior Development Officer - Magnetawan Builds - Habitat for Humanity - Donation of Land
- 61 Darryl Cary - Camp Klahanie Zoning By-law Amendment
- 71 Russell D. Cheeseman Klahanie Campers Corporation - Camp Klahanie Zoning By-law Amendment

### **PRESENTATION**

- 72 Jamie Robinson MHBC- Klahanie Campers Corp 1680 Lakeside Trail

### **STAFF REPORTS, MOTIONS AND DISCUSSION**

- 133 2.1 Report from Public Works Superintendent Scott Edwards, Award of Request for Proposal 2023-01 Roadside Brushing
- 134 2.2 Report from Public Works Superintendent Scott Edwards, Award of Request for Tender 2023-01 Gravel (A+B)
- 135 2.3 Report from Public Works Superintendent Scott Edwards, Grinding of Wood/Construction Waste
- 136 2.4 Council Appointment Magnetawan Community Centre Board
- 137 2.5 Correspondence from Jessica Busch Program Manager, Women's Own Resource Centre Request for Rent Reduction Travelling Community Kitchen Program
- 138 2.6 Correspondence from Jessica Busch Program Manager, Women's Own Resource Centre Request for Donation Supporting 2023/24 Programming
- 140 2.7 Almaguin Highlands Secondary School Graduation Awards Program
- 141 2.8 Correspondence from Stephanie Rainey, Almaguin Highlands Secondary School Provincial Level Showcase Donation Request
- 142 2.9 Invite to The Office of the Fire Marshal (OFM) Essentials of Municipal Fire Protection - A Decision Makers' Guide
- 144 2.10 DRAFT By-law Mutual Aid Township of McKellar

### **MUNICIPAL BOARDS AND COMMITTEE MINUTES**

- 176 3.1 Central Almaguin Planning Board Minutes March 1, 2023
- 179 3.2 Almaguin Highlands Health Centre Minutes April 6, 2023
- 183 3.3 Muskoka Algonquin Healthcare (MAHC) Political Leaders Forum Minutes April 6, 2023
- 191 3.4 Lakeland Holding Ltd. 2023 Q1 Shareholder Update
- 198 3.5 Magnetawan Community Centre Board Minutes May 3, 2023

### **CORRESPONDENCE**

- 201 4.1 Ministry of Municipal Affairs and Housing, The Helping Homebuyers, Protecting Tenants Act
- 203 4.2 Correspondence from MPP Todd Smith Enbridge Proposal Pause Charge for Locates
- 204 4.3 FONOM News Release April 14, 2023 Bail Reform and Impacts of Property Damage in Northern Communities
- 207 4.4 2024 Municipal Policing Billing Statement Property Count
- 208 4.5 Financial Statements of Municipal Property Assessment Corporation December 31, 2022
- 226 4.6 Bracebridge (Lakeland) Generation News Release April 19, 2023 Purchase of Wasdell Falls Generation Plant
- 228 4.7 Canadian Heritage Successful Outcome of Canada Day Grant Funding
- 231 4.8 Ministry of Tourism, Culture and Sport Successful Outcome of Summer Experience Program 2023
- 232 4.9 AMCTO's Professional Development Scholarship Successful Outcome to Attend 2023 Conference
- 233 4.10 Public Art Call for Submissions Ahmic Harbour Community Centre and Magnetawan Fire Station 2
- 239 4.11 Request for Proposal RFP 2023-02 Municipal Rubber Tire Backhoe
- 253 4.12 Hazmat Day 2023 Poster
- 254 4.13 2023 Music in the Park Poster
- 255 4.14 ICYMI Council Highlights April 12, 2023

### **ACCOUNTS**

- 256 5.1 Accounts in the amount of \$532,330.66

### **BY-LAWS**

- 277 6.1 Zoning By-law Amendment Klahanie Campers Corp - 1680 Lakeside Trail
- 280 6.2 Mutual Aid Township of McKellar

### **CONFIRMING BY-LAW AND ADJOURNMENT**

- 312 7.1 Confirm the Proceedings of Council and Adjourn



**Municipality of  
Magnetawan**

**COUNCIL MEETING MINUTES**

**April 12, 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 April 12, 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 2023-107 Hetherington-Kneller*

*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 2023-108 Bishop-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the minutes meetings on March 29, 2023, as copied and circulated.*

*Carried.*

## **PLANNING ACT PUBLIC MEETING**

*RESOLUTION 2023-109 Kneller-Bishop*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan recesses the regular meeting to hold a public meeting pursuant to Sections 34 of the Planning Act to consider Minor Variance Applications:*

*39 Kristina Court, - Chisholm – Increase the maximum accessory building height.*

*Carried.*

### **Minor Variance – Chisholm – 9 Kristina Court**

*RESOLUTION 2023-110 Hind-Hetherington*

*WHEREAS an application from Brenda and John Chisholm – Lot 22 Concession 9 and municipality known as 9 Kristina Court, Municipality of Magnetawan (Roll #4944 030 005 07001) was received to seek relief from the Municipality of Magnetawan Zoning By-law 2001-26 as amended Section 3.1 c) relief for a maximum second storey accessory building height from 8.5 metres to 10.1 metres in order to accommodate an accessory storage garage;*

*AND WHEREAS Council is satisfied the application meets the four tests of a Minor Variance;*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan provisionally approves the minor variance with the following conditions:*

- That all taxes and monies owing to the Municipality are paid to date;*
- That a building permit is applied for and issued by the CBO.*

*Carried.*

*RESOLUTION 2023-111 Hetherington-Bishop*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adjourns the Planning Act public meeting and returns to the regular meeting.*

*Carried.*

## **STAFF QUARTERLY REPORTS**

**Report from Fire Chief Derek Young**

**Report from By-law Enforcement Officer Jason Newman**

**Report from Chief Building Official Tyler Irwin**

**Report from Public Works Superintendent Scott Edwards**

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

**Report from Acting Deputy Clerk Erica Kellogg**

*RESOLUTION 2023-112 Bishop-Kneller*

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

*Carried.*

## **STAFF REPORTS, MOTIONS AND DISCUSSION**

### **2.1 Outcome Health Survey and Discussion Hospital Contributions**

*RESOLUTION 2023-113 Kneller-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the Outcome Health Survey and Discussion Hospital Contributions as presented for information only;*

*AND FURTHER THAT Council is principally in favour of making a donation towards the proposed expansion, once more information regarding funding is available.*

*Carried.*

### **2.2 Bakertilly Quotation for External Audit Services 2024-2027**

*RESOLUTION 2023-114 Kneller-Hind*

*WHEREAS the Municipality of Magnetawan receives the correspondence Baker Tilly 2023 Submission for External Audit Services;*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan hereby accepts the Audit proposal in the amount of \$17,500 - \$20,225 for the Municipality Accounts and \$1,500 to \$2,250 for the Magnetawan Library, plus HST, for 2024 – 2027.*

*Carried.*

### **2.3 FONOM Conference Agenda May 10, 2023**

*RESOLUTION 2023-115 Bishop-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the FONOM Conference Agenda May 10, 2023, for information purposes only.*

*Carried.*

### **2.4 Association of Ontario Road Supervisors (AORS) New Fee Proposal Enbridge Gas**

*RESOLUTION 2023-116 Hetherington-Hind*

*WHEREAS Enbridge recently made an announcement of their intention to begin charging third-party contractors and other utilities \$200 (plus applicable taxes) for utility locates where a field locate is required;*

*AND WHEREAS third-party contractors include Ontario municipalities;*

*AND WHEREAS these locate requests are only required as Ontario municipalities have allowed utilities to use municipal right of ways at no charge to the utilities;*

*AND WHEREAS this announcement of new downloaded costs will negatively impact the budgets of Ontario municipalities which are already burdened;*

*AND WHEREAS if Enbridge is successful in implementing this new charge, a precedence is set for other utility companies to also begin charging for locates;*

*THEREFORE IT BE RESOLVED THAT the Council of the Municipality of Magnetawan strongly opposes these utility locate costs being downloaded to Ontario municipalities by Enbridge Gas or other utilities;*

*AND THAT the Province of Ontario's Ministry of Public and Business Service Delivery make it clear that these costs must be borne by the utilities themselves;*

*AND FURTHER THAT this decision be forwarded to Minister of Public and Business Service Delivery Kaleed Rasheed, Minister of Infrastructure Kinga Surma, Minister of Energy Todd Smith, Premier Doug Ford, Graydon Smith MPP, the Association of Ontario Road Supervisors and the Association of Municipalities of Ontario.*

*Carried.*

## **2.5 DRAFT Procedure By-law**

*RESOLUTION 2023-117 Bishop-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the DRAFT Council and Committee Procedure, and the by-law on this matter will be passed later in the meeting.*

*Carried.*

## **2.6 Council Appointment Magnetawan Library Board**

*RESOLUTION 2023-118 Bishop-Hetherington*

*WHEREAS the Magnetawan Library Board is a committee of Council;*

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

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

*Carried.*

## **2.7 Correspondence from Cecebe Waterways Association Magnetawan Centennial Park**

*RESOLUTION 2023-119 Kneller-Bishop*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the correspondence from Cecebe Waterways Association, Magnetawan Centennial Park 2023;*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality approves the use of the Centennial Park for the "42<sup>nd</sup> Annual Regatta" on Sunday August 6, 2023 from 9:30 am to 3:00 pm, with the following conditions:*

- A qualified First Aid Attendant be onsite for the event*
- A qualified Lifeguard be onsite for the event*
- A Public Health Permit be obtained if required*

*Carried.*

## **MUNICIPAL BOARD AND COMMITTEE MINUTES**

**3.1 Magnetawan Cemetery Board (MCB) Minutes March 22, 2023**

**3.2 Town of Parry Sound EMS Advisory Committee Minutes March 30, 2023**

*RESOLUTION 2023-120 Kneller-Hetherington*

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

*Carried.*

## **CORRESPONDENCE**

- 4.1 **Municipality of Chatham Kent Support Bill 5 Stopping Harassment and Abuse by Local Leaders Act**
- 4.2 **Town of Essex The Reinstatement of Legislation Permitting a Municipality to Retain Surplus Proceeds from Tax Sales**
- 4.3 **FONOM Executive Award Call for Nominations**
- 4.4 **Treasurer's Statement of 2022 Council Remuneration**
- 4.5 **Outcome of ParticpACTION Grant Funding Application**
- 4.6 **Outcome of Ontario Trillium foundation Grant Funding Application**
- 4.7 **Outcome of Young Canada Works Grant Funding Application**
- 4.8 **Request for Proposal RFP 2023-01 Roadside Brushing**
- 4.9 **Easter Closure Poster**
- 4.10 **Free Fitness Classes Mondays Poster**
- 4.11 **ICYMI Council Highlights March 29, 2023**

*RESOLUTION 2023-121 Hind-Kneller*

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

*Carried.*

*RESOLUTION 2023-122 Hind-Bishop*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan endorses and supports item 4.1 Municipality of Chatham-Kent 'Support Bill 5 Stopping Harassment and Abuse by Local Leaders Act';*

*AND FURTHER THAT this resolution be circulated to the Honourable Doug Ford, Premier of Ontario; the Honourable Steve Clark, Minister of Municipal Affairs and Housing; the Honourable Stephen Blais, and Local MPPs.*

*Carried.*

*RESOLUTION 2023-123 Bishop-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan endorses and supports item 4.2 Town of Essex 'The Reinstatement of Legislation Permitting a Municipality to Retain Surplus Proceeds from Tax Sales';*

*AND FURTHER THAT this resolution be circulated to all relevant taxation bodies, including the Ministry of Municipal Affairs, the Ministry of Finance, Essex County Council, MPP Anthony Leardi, Association of the Municipalities of Ontario and all other Municipalities in Ontario.*

*Carried.*

## **ACCOUNTS**

- 5.1 **Accounts in the amount of \$193,377.61**

*RESOLUTION 2023-124 Hetherington-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the accounts in the amount of \$193,377.61 as presented.*

*Carried.*

**BY-LAWS**

**6.1 Regulate and Prescribe for Open Fires By-law**

**6.2 Procedure By-law**

*RESOLUTION 2023-125 Hind-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:*

*6.1 Regulate and Prescribe for Open Fires By-law*

*6.2 Procedure By-law*

*Carried.*

**CONFIRMING BY-LAW AND ADJOURNMENT**

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

*RESOLUTION 2023-126 Hind-Bishop*

*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 1:35 pm to meet again on Wednesday May 10, 2023, at 1:00 pm or at the call of the Chair.*

*Carried.*

Approved by:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk





**Municipality of  
Magnetawan**

**COUNCIL MEETING MINUTES**

**April 24, 2023**

**10:00 am**

The meeting of the Council of the Corporation of the Municipality of Magnetawan was held at the Magnetawan Community Centre on Wednesday April 24, 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, Deputy Clerk Recreation and Communications Laura Brandt and Acting Deputy Clerk Planning and Development Erica Kellogg were present for the entire meeting.

**OPENING BUSINESS**

**1. Call to Order**

The meeting was called to order at 10:00 a.m.

**2. Adoption of the Agenda**

*RESOLUTION 2023-127 Bishop-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the agenda as presented.*

*Carried.*

**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.

**4. Correspondence from Ashley McCabe Request to Park and Operate Mighty Canadian Doughnuts Food Truck at the Village Green**

*RESOLUTION 2023-128 Bishop-Hetherington*

*WHEREAS the Council of the Municipality receives the correspondence from Ashley McCabe Request to Park and Operate Mighty Canadian Doughnuts Food Truck at the Village Green;*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality approves the use for the 2023 season (May 1<sup>st</sup> to October 31<sup>st</sup>) with the following conditions;*

- That the truck be in compliance with By-law 1998-20 License, Regulate, and Govern Hawkers and Peddlers including all fees paid in full before setting up at the Village Green.*
- That the truck be situated so that it does not impede the business of the Magnetawan Fire Department and Almaguin Community Hatchery Program.*

*AND FURTHER THAT Council welcomes Ashley and her Staff to the Municipality and wishes them a successful first season.*

*Carried.*

**5. Council Discussion Short Term Accommodations**

*Report from Acting Deputy Clerk Erica Kellogg, Short-Term Accommodation Options Appendix A Short-Term Accommodations Town Hall with Council July 27, 2022 Presentation*

*Appendix B March 29, 2023 Report from Acting Deputy Clerk Erica Kellogg, Short-Term Accommodation Comparison*

*Appendix C September 28, 2022 Memo from Jamie Robinson, MHBC Report Short Term Accommodation – Options Summary*

*Appendix D 1/2 Lake of Bays By-law 2021-092 Schedule “A” Short Term Rental (STR) Renter’s Code of Conduct*

*Appendix D 2/2 Town of Gravenhurst By-law 2022-58 Schedule “A” Renter’s Code of Conduct*

*Appendix E 1/2 Lake of Bays By-law 2021-092 Short-Term Rental License Suspension/Revocation*

*Appendix E 2/2 Lake of Bays By-law 2021-092 Demerit Points for Violations Under STR Licensing*

*Appendix F 1/2 Granicus Modular Pricing Chart*

*Appendix F 2/2 Avenu Price Quote*

*RESOLUTION 2023-129 Hetherington-Bishop*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report Short-term Accommodation Options from Acting Deputy Clerk Erica Kellogg as presented and directs Staff to make revisions as discussed and bring back a proposed by-law for passing to a future Council meeting.*

*Carried.*

**6. Adjournment**

*RESOLUTION 2023-130 Kneller-Hind*

*BE IT RESOLVED by the Council of the Municipality of Magnetawan that the Confirming this Special Meeting of Council is now adjourned at 11:25am to meet again on Wednesday, May 10, 2023 at 1:00 pm or at the call of the Chair.*

*Carried.*

Approved by:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

DRAFT



**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: May 10, 2023 (subject to availability)

SUBJECT: Building Futures in Magnetawan

NAME: Habitat for Humanity Ontario Gateway North

ADDRESS: A3-505 Muskoka Rd., 118W

Bracebridge, ON

P1L 1T4

PHONE: HOME: 705-394-5219 BUSINESS: \_\_\_\_\_

EMAIL ADDRESS: jmontpetit@habitatgatewaynorth.com

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

Jennifer Montpetit (Program Manager, Build Advancement, Christina Hemens (Senior Development Officer)

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

- Habitat for Humanity OGN to present organizations mission and land donation request

- 26 Last Street - Land donation request for the purpose of building affordable homes in Magnetawan.

- Request to waiver property taxes during build process and waiver build permit fees.

- Request for waiver of property deed and land exchange fees

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](mailto: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.

**HABITAT for HUMANITY MAGNETAWAN CHAPTER PROJECT**

**MARCH 6<sup>TH</sup>,2023**

Ms Kirsten Vroom

Clerk, Municipality of Magnetawan

Dear Kirsten;

On behalf of the Magnetawan Habitat for Humanity Chapter I am requesting that the council approve the gifting of vacant land on Last St owned by the municipality to Habitat for Humanity Gateway North for the building of Habitat homes on Lots #24, # 25 and #26. A Habitat for Humanity Chapter project has been established for Magnetawan under the auspices of Habitat for Humanity Gateway North.

We also request that all building department fees associated with the building of the homes on these lots be rescinded.

Respectfully submitted,

George A Brooks

Secretary

Habitat for Humanity

Magnetawan Chapter

10 Daley ST

Box 197

Magnetawan ON

P0A1P0

705-783-7630



April 12, 2023

Habitat for Humanity

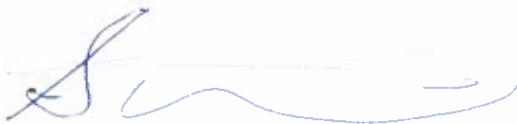
Dear Board of Directors:

On behalf of the Municipality of Magnetawan, we are very pleased to be partnering with Habitat for Humanity to build a safe and decent place to live here in the Municipality.

This letter will confirm that the Municipality of Magnetawan Council is committed to donating land to this initiative.

Looking forward to working together,

Best Regards



Mayor Sam Dunnett



*Knowing our heritage  
we will build our future*



**LOCATED AT**

Lots 24, 25, 26 W/S Last Street  
Magnetawan, ON P0A 1P0

**PREPARED FOR**

The Corporation of the Municipality of Magnetawan  
4304 Highway 520, P.O. Box 70  
Magnetawan, Ontario P0A 1P0

**PREPARED BY**

John A. Corney, DAR  
Certified Appraisal Reviewer  
Regional Appraisals Inc.



The Corporation of the Municipality of Magnetawan  
4304 Highway 520,  
P.O. Box 70  
Magnetawan, Ontario  
P0A 1P0

Attention: Ms. Kerstin Vroom

The purpose of this appraisal and appraisal report is to ascertain the market value, as defined in this appraisal and appraisal report, of the subject lands, located at Lots 24, Lot 25, Lot 26 W/S Last St Plan 319, Magnetawan (PIN#520810541), Municipality of Magnetawan, Ontario, in fee simple, for the purpose of internal decisions by the client.

The appraiser has not personally inspected the subject site, however is familiar with the area. The subject lands have been reviewed through registry data and Town of Magnetawan Zoning and By-laws maps. The appraiser has also reviewed aerial photographs.

The appraiser has gathered and analyzed all of the data deemed necessary, which was obtained from the area real estate boards, the Multiple Listing Service Data Services, the public record, from the appraiser's own files, and discussions with others familiar with the subject property.

The appraiser has further not completed a cost approach analysis nor an income approach as both are inapplicable and inappropriate. A sales comparison approach analysis has been completed as this approach is relevant.

This appraisal report has been completed in accordance with the Uniform Standards of Professional Appraisal Practice (USPAP).

It is the opinion of the appraiser, that the market value of the subject property as at Monday April 3, 2023 is:

Fifty-Nine Thousand Dollars

\$59,000

**THIS REPORT CONTAINS AND IS SUBJECT TO specific terminology descriptions, conditions, and special limitations which affect the stated opinion of market value, the use, and the intended user of the report. Please carefully read, and pay particular attention to all of these descriptions, conditions, and special limitations.**

  
\_\_\_\_\_  
John A. Corney, DAR,  
Certified Appraisal Reviewer



CLIENT(S): <u>The Corporation of the Municipality of Magnetawan</u>		APPRaiser <u>John A. Corney, DAR</u> Certified Appraisal Reviewer			
ADDRESS: <u>4304 Highway 520, P.O. Box 70 Magnetawan, Ontario P0A 1P0</u>		ADDRESS: <u>3521 Portage Road, Unit A Niagara Falls, Ontario L2J2K5</u>			
TEL ( <u>705</u> ) <u>387-3947</u>	CITY <u>Magnetawan</u>	TEL ( <u>905</u> ) <u>356-6646</u>			
<u>kvroom@magnetawan.com</u>	PROVINCE ON POSTAL CODE <u>P0A 1P0</u>	<u>Info@regionalappraisalsinc.ca</u>			
APPLICANT NAME <u>Re: Magnetawan Builds</u>					
LEGAL DESCRIPTION <u>Lots 24, Lot 25, Lot 26 W/S Last St Plan 319; Magnetawan (PIN#520810541)</u>					
MUNICIPALITY or DISTRICT <u>Municipality of Magnetawan, District of Parry Sound</u>					
ASSESSMENT: LAND <u>n/a</u>	IMP <u>n/a</u>	TOTAL <u>n/a</u>	TAXES \$ <u>n/a</u> YEAR <u>2023</u>		
PURPOSE OF APPRAISAL: To estimate the market value <u>x</u> or _____					
INTENDED USER(S) <u>The Corporation of the Municipality of Magnetawan, Magnetawan Builds</u>					
INTENDED USE OF APPRAISAL REPORT: Financing _____ or <u>Internal decisions by the client in regards to a Habitat for Humanity project</u>					
PROPERTY RIGHTS APPRAISED: Fee simple <u>x</u> Leasehold _____ Condominium _____ Co-operative _____ Other (Specify) _____					
OCCUPIED BY: <u>Owner</u> _____ Tenant _____ Vacant _____					
HIGHEST & BEST USE: <u>x (currently)</u> As Is _____ NOTE: IF HIGHEST & BEST USE IS NOT THE CURRENT USE - SEE COMMENTS					
NEIGHBOURHOOD DESCRIPTION					
NATURE OF DISTRICT	TREND OF DISTRICT	CONFORMITY OF SUBJ.	AVG. AGE OF PROPERTIES	SUPPLY	DEMAND
<u>x</u> RURAL	<u>x</u> STABLE	<u>x</u> SIMILAR	new to $\pm$ 100 YEARS	<u>x</u> AVG.	<u>x</u> AVG.
_____ MIXED	_____ DETERIORATING	_____ SUPERIOR	AREA BUILT UP <u>30</u> %	_____ FAIR	_____ FAIR
	_____ TRANSITIONAL			_____ POOR	_____ POOR
DISTANCE TO ELEMENTARY SCHOOL <u>1 km.</u>		PUBLIC TRANSPORTATION <u>n/a</u>		PRICE RANGE IN NEIGHBOURHOOD	
TO SECONDARY SCHOOL <u>bus</u>		SHOPPING FACILITIES <u>1 KM.</u>		<u>\$ 250,000 - 1,000,000</u>	
		DOWNTOWN <u>1 km</u>		<u>(improved lands)</u>	
SUMMARY: Including VALUE TRENDS AND ADVERSE INFLUENCES IN AREA, if any (e.g. railroad tracks, commercial/industrial properties, major traffic arteries, etc.)					
<u>The subject lands are located on South Road east of Sparks Street/Nippissing Road South between Deer Run Road and Stanley Street in the Municipality of Magnetawan. The area is comprised of seasonal and year round dwellings in close proximity to the Town of Magnetawan amenities. No adverse influences were noted in the area of the subject lands. Market values have remained relatively stable over the past year.</u>					
SITE DESCRIPTION					
SITE DIMENSIONS: <u>239.07 x 377.20</u>		PAVED ROAD _____	TELEPHONE _____	SANITARY SEWER _____	
SITE AREA: <u>90,750.44 sq.ft.</u> SOURCE: <u>Registry</u>		GRAVEL ROAD _____	GAS _____	SEPTIC _____	
TOPOGRAPHY: <u>level with the surrounding sites</u>		SIDEWALK _____	MUNICIPAL WATER _____	STORM SEWER _____	
CONFIGURATION: <u>Rectangular</u>		CURBS _____	WELL-PRIVATE _____	OPEN DITCH _____	
ZONING: <u>Village Residential (RV Zone)</u>		STREET LIGHTS _____	WELL-COMMUNAL _____		
<u>(Municipality of Magnetawan Zoning and By-laws)</u>		CABLEVISION _____			
DOES PRESENT USE CONFORM: <u>x</u> YES _____ NO IF NO, SEE COMMENTS.					
LANDSCAPING	EASEMENTS	DRIVEWAY	ELECTRICAL		
_____ CUSTOM	_____ FAIR	_____ PRIVATE	_____ CONCRETE	_____ UNDERGROUND	
_____ GOOD	_____ POOR	_____ MUTUAL	_____ ASPHALT	_____ OVERHEAD	
_____ AVERAGE	<u>x</u> NONE	<u>x</u> NONE		<u>x</u> currently none	
COMMENT ON ANY POSITIVE/NEGATIVE FEATURES: (e.g. regarding conforming of zoning, effects of easements, etc.) <u>2.083 acre site with a perimeter of approximately 1,236.88. The lands are comprised of various terrain and types of mixed bush. The lands are currently land locked and have no open road or driveway access. The subject lands are currently non-buildable. The site conforms to the Village Residential Zoning</u>					
DESCRIPTION OF IMPROVEMENTS - EXTERIOR					
ESTIMATED YEAR BUILT: _____	EFFECTIVE AGE: _____	REMAINING ECONOMIC LIFE (Yrs.) _____			
CONSTRUCTION COMPLETE: _____	PERCENTAGE COMPLETE: _____				
GLA	BASEMENT	TYPE OF BUILDING	DESIGN	CONSTRUCTION	
SOURCE _____	_____ FULL	_____ DETACHED	_____ ONE-STOREY	_____ WOOD FRAME	
1st _____	_____ PARTIAL	_____ SEMI-DETACHED	_____ SPLIT-LEVEL	_____ BRICK	
2nd _____	_____ CRAWL SPACE	_____ ROW/TOWNHOUSE	_____ 1 1/2 STOREY	_____ STONE	
3rd _____	TOTAL AREA _____	_____ APARTMENT	_____ 2-STOREY	_____ CONCRETE	
TOTAL _____ SQ.FT. _____ SQ.M.	_____ SQ.FT. _____ SQ.M.				
WINDOW SASH/GLAZING	CONCRETE	VINYL	ASPHALT SHINGLE	GOOD	
	BRICK VENEER	METAL	WOOD SHINGLE	AVERAGE	
	STONE VENEER		FIBERGLASS SHINGLE	FAIR	
	STUCCO			POOR	
	WOOD SIDING		APPROX. AGE _____		
DESCRIPTION OF IMPROVEMENTS - INTERIOR					
INSULATION	FLOORING	WALLS	CEILING	FINISH	
_____ CEILING	_____ W-W CARPET	_____ SHEET VINYL		_____ PLYWOOD	
_____ WALLS	_____ SOFTWOOD	_____ VINYL TILE		_____ PLASTER	
_____ BASEMENT	_____ HARDWOOD	_____ CERAMIC		_____ GYPSUM BOARD	
_____ CRAWL	_____ LINOLEUM				
FLOOR PLAN	CLOSETS	BEDROOMS	BATHROOMS	FINISH	OVERALL INT. CONDITION
_____ GOOD	_____ GOOD	_____ LARGE	_____ 2-Pc.	_____ GOOD	_____ GOOD
_____ AVERAGE	_____ AVERAGE	_____ AVERAGE	_____ 3-Pc.	_____ AVERAGE	_____ AVERAGE
_____ FAIR	_____ FAIR	_____ SMALL	_____ 4-Pc.	_____ POOR	_____ FAIR
_____ POOR	_____ POOR		_____ 5-Pc.	_____ CUSTOM	_____ POOR

FOUNDATION	PLUMBING LINES	ELECTRICAL	WATER HEATER	HEATING SYSTEM
POURED CONCRETE	COPPER	FUSES	GAS	FORCED AIR
CONCRETE BLOCK	PVC OR PLASTIC	BREAKERS	ELECTRIC	BASEBOARD
CONCRETE SLAB	GALVANIZED			HOT WATER
BRICK OR STONE		RATED CAPACITY OF MAIN BREAKERS	CAPACITY	FUEL TYPE

BUILT-IN APPLIANCES/EXTRA FEATURES:

STOVE	VACUUM	CENTRAL AIR	SAUNA	SOLARIUM
OVEN	GARBAGE DISPOSAL	AIR CLEANER	WHIRLPOOL	SKYLIGHTS
DISHWASHER	FIREPLACE(S)	SECURITY SYSTEM	SWIMMING POOL	GARAGE OPENER

BASEMENT FINISHES, UTILITY:

GARAGES/CARPORTS:

DECKS, PATIOS, OTHER IMPROVEMENT:

COMMENTS: Building, appearance, quality of construction, condition: Not applicable. Vacant unimproved lands.

ROOM ALLOCATION					COST APPROACH			
LEVEL:	FIRST	SECOND	THIRD	BSMT.	SOURCE OF COST DATA:	MANUAL	LOCAL CONTRACTOR	OTHER
ROOMS:					LAND VALUE:			\$
ENTRANCE					BUILDING		COST NEW	DEPRECIATED COST
LIVING					COST @	\$	0	
DINING					GARAGE:	\$		\$
KITCHEN					BASEMENT FINISH:			
FULL BATH						\$		\$
PART BATH					OTHER EXTRAS	\$		\$
BEDROOM						\$		\$
FAMILY						\$		\$
LAUNDRY						\$		\$
OTHER(S)					TOTAL REPLACEMENT COST:	\$	0	
					LESS: ACCRUED DEPRECIATION %	%	0	\$ 0
					INDICATED VALUE:			\$
					INDICATED VALUE FROM THE COST APPROACH			\$

SALES COMPARISON APPROACH									
ITEM	SUBJECT PROPERTY	COMPARABLE NO. 1		COMPARABLE NO. 2		COMPARABLE NO. 3			
		DESCRIPTION	\$ ADJUST	DESCRIPTION	\$ ADJUST	DESCRIPTION	\$ ADJUST		
ADDRESS	Lots 24, 25, 26 w/s South Street POA1P	Midlothian Road, Ryerson POA1C0		Grindstone Road Magnetawan, POA1Z1	POA1Z0	Yearly Road Sprucedale, POA1Y0			
DATE OF SALE	not applicable	01/28/2022		02/22/2022		10/12/2021			
SALES PRICE	not a sale situation	61,000		59,000		45,000			
SITE	2.083 acres	2.25 acres		264 x 102		135 x 165		10,000	
GLA									
EFF. AGE/COND	/	/		/		/			
DESIGN&APPEAL									
RMS/BEDS/BATHS	/ /	/ /		/ /		/ /			
BASEMENT									
GARAGE/PARKING									
Hydro	none on site	none on site		none on site		none on site			
septic/well	none on site	none on site		none on site		none on site			
ADJUSTED VALUES/NET ADJUSTED TOTALS		0.0% 0.0%	61,000	0.0% 0.0%	59,000	22.2% 22.2%		55,000	

CONCLUSIONS: In the opinion of the appraiser, the market value estimated based upon the Sales Comparison Approach is: \$59,000.

INDICATED VALUE FROM THE SALES COMPARISON APPROACH \$ 59,000

FINAL DETERMINATION OF VALUE/COMMENT ON REASONABLE EXPOSURE TIME: The reasonable exposure time is considered to be 90-120 days, taking under consideration the type of property, location, and the time of year.

COMMENT ON AND ANALYZE ANY KNOWN SALES, LISTING OR OFFER TO PURCHASE ON THE SUBJECT PROPERTY OVER THE PAST THREE YEARS: (Include source of information.) I am unaware of any current agreements to purchase the subject property. The property does not appear to be currently listed for sale. A review of registry indicates that there have been no sales of the subject property over the past three years.

AS A RESULT OF MY APPRAISAL AND ANALYSIS IT IS MY OPINION THAT THE MARKET VALUE OF THE SUBJECT PROPERTY AS OF April 3, 2023 IS \$ 59,000 THIS REPORT WAS COMPLETED ON April 11, 2023

<input type="checkbox"/> TITLE PAGE	<input type="checkbox"/> SKETCH ADDENDUM	<input type="checkbox"/> PHOTO ADDENDA	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> REPORT PROFILE	<input type="checkbox"/> COMPS 4-5-6	<input type="checkbox"/> NARRATIVE ADDENDUM	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> GLA CALCULATIONS	<input type="checkbox"/> MAP ADDENDUM	<input type="checkbox"/> INVOICE FOR SERVICES	<input type="checkbox"/>	<input type="checkbox"/>

APPRaiser SIGNATURE John A. Cliney DESIGNATION DAR, Certified Appraiser

NAME John A. Cliney VIEWED PROP. (DATE) no onsite inspection

CNAREA License #1339-23

SUPERVISOR SIGNATURE \_\_\_\_\_ DESIGNATION \_\_\_\_\_

NAME \_\_\_\_\_ VIEWED PROP. (DATE) \_\_\_\_\_

## APPRAISAL REPORT

**DEFINITION OF MARKET VALUE:** The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuring the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby: (1) buyer and seller are typically motivated; (2) both parties are well informed or well advised, and each acting in what they consider their best interest; (3) a reasonable time is allowed for exposure in the open market; (4) payment is made in terms of cash in the currency of use in the country where the property is located or in terms of financial arrangements comparable thereto; and (5) the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

## STATEMENT OF LIMITING CONDITIONS AND APPRAISER'S CERTIFICATION

## CONTINGENT AND LIMITING CONDITIONS:

1. The appraiser is not responsible for matters of a legal nature that affect either the property being appraised or the title to it. The appraiser assumes that the title is good and marketable and therefore, will not render any opinions about the title. The property is appraised on the basis of it being under responsible ownership.
2. The appraiser may provide a sketch in the appraisal report to show approximate dimensions of the improvements and the sketch is included only to assist the reader of the report in visualizing the property and understanding the appraiser's determination of its size. All improvements were measured in compliance with the current guidelines of the American National Standards Institute (ANSI).
3. The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question, unless specific arrangements to do so have been made beforehand.
4. The appraiser has estimated the value of the land in the cost approach at its highest and best use and the improvements at their contributory value. These separate valuations of the land and improvements must not be used in conjunction with any other appraisal and are invalid if they are so used.
5. The appraiser has noted in the appraisal report any adverse conditions (such as needed repairs, depreciation, the presence of hazardous wastes, toxic substances, etc.) observed during the viewing of the subject property or that he or she became aware of during the normal research involved in performing the appraisal. Unless otherwise stated in the appraisal report, the appraiser has no knowledge of any hidden or unapparent conditions of the property or adverse environmental conditions (including the presence of hazardous wastes, toxic substances, etc.) that would make the property more or less valuable, and has assumed that there are no such conditions and makes no guarantees or warranties, expressed or implied, regarding the condition of the property. The appraiser will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because the appraiser is not qualified in any way through experience or education in the field of environmental hazards, the appraisal report must not be considered as an environmental assessment of the property.
6. The appraiser obtained the information, estimates, and opinions that were expressed in the appraisal report from sources that he or she considers to be reliable and believes them to be true and correct. The appraiser does not assume responsibility for the accuracy of such items that were furnished by other parties.
7. The appraiser will not disclose the contents of the appraisal report except as provided for in the Uniform Standards of Professional Appraisal Practice.
8. The appraiser has based his or her appraisal report and valuation conclusion for an appraisal that is subject to satisfactory completion, repairs, or alterations on the assumption that completion of the improvements will be performed in a workpersonlike manner.
9. The appraiser must provide his or her prior expressed written consent before the lender and or client specified in the appraisal report can distribute the appraisal report (including conclusions about the property value, the appraiser's identity and professional designations, and references to any professional appraisal organizations or the firm with which the appraiser is associated) to anyone other than the borrower, the mortgagee or its successors and assigns, and the mortgage insurer. The appraiser's expressed written consent and approval must also be obtained before the appraisal can be conveyed by anyone to the public through advertising, public relations, news, sales, or other media.

## APPRAISER'S CERTIFICATION: The appraiser certifies and agrees that:

1. I have researched the subject market area and have selected a minimum of three recent sales of properties that I consider most similar and proximate to the subject property for consideration in the sales comparison analysis and have made a dollar adjustment when appropriate to reflect the market reaction to those items of significant variation. If a significant item in a comparable property is superior to, or more favorable than, the subject property, I have made a negative adjustment to reduce the adjusted sales price of the comparable and, if a significant item in a comparable property is inferior to, or less favorable than the subject property, I have made a positive adjustment to increase the adjusted sales price of the comparable.
2. I have taken into consideration the factors that in my opinion have an impact on value in my development of my opinion of market value in this appraisal report. I have not knowingly withheld any significant information from the appraisal report and I believe, to the best of my knowledge, that all statements and information in the appraisal report are true and correct.
3. I stated in the appraisal report only my own personal, unbiased, and professional analysis, opinions, and conclusions, which are subject only to the contingent and limiting conditions specified in this form or as stated in the appraisal report.

APPRAISAL REPORT

4. I have no present or prospective interest in the property that is the subject of this report, and I have no present or prospective personal interest or bias with respect to the participants in any transaction that may involve the property being appraised. I did not base, either partially or completely, my analysis and/or my opinion of market value in the appraisal report on the race, color, religion, sex, disability, familial status, or national origin of either the present owners, prospective owners, or present occupants of the subject property or of the present owners or occupants of the properties in the vicinity of the subject property.

5. I have no present or contemplated future interest in the subject property, and neither my current or future employment, nor my compensation for performing, this appraisal is contingent upon the appraised value of the property.

6. I was not required to report a predetermined value or direction in value that favors the cause of the client or any related party, the amount of the value opinion, the attainment of a specific result, or the occurrence of a subsequent event in order to receive my compensation and/or employment for performing the appraisal. I did not base the appraisal report on a requested minimum valuation, a specific valuation, or the need to approve a specific mortgage loan.

7. I have diligently attempted to perform this appraisal in conformity with the Uniform Standards of Professional Appraisal Practice that were adopted and promulgated by the Appraisal Standards Board of The Appraisal Foundation and that were in place as of the effective date of this appraisal. I acknowledge that an estimate of a reasonable time for exposure in the open market is a condition in the definition of market value.

8. I have personally viewed at least the exterior areas of the subject property and exterior of all properties listed as comparables, where applicable, in the appraisal report. I further certify that I have noted any apparent or known adverse conditions in the subject improvements or on the subject site of which I am aware and have made adjustments for these adverse conditions in my analysis of the property value to the extent that I had market evidence to support them. I have also commented about, the effect of the adverse conditions, if any on the marketability of the subject property.


9. I personally prepared all conclusions and opinions about the real estate that are set forth in the appraisal report. If I relied on significant professional assistance from any individual or individuals in the performance of the appraisal or the preparation of the appraisal report, I have named such individual(s) and disclosed the specific tasks performed by them in the appraisal report. I certify that any individual so named is qualified to perform the tasks. Unless otherwise noted in the report, I have not authorized anyone to make a change to any item in the report. I am therefore not responsible for any unauthorized change made to the appraisal report.

**SUPERVISORY APPRAISER'S CERTIFICATION:** If a supervisory appraiser signed the appraisal report, he or she certifies and agrees that: I directly supervised the appraiser who prepared the appraisal report, have reviewed the appraisal report, agree with the statements and conclusions of the appraiser, agree to be bound by the appraiser's certifications number 4 through 7 above, and am taking full responsibility for the appraisal and the appraisal report.

ADDRESS OF PROPERTY APPRAISED: Lots 24, 25, 26 W/S Last Street, Magnetawan, ON P0A 1P0

APPRAISER:

SUPERVISORY APPRAISER: (only if required)

Signature:   
Name: John A. Corney  
Designation: DAR, Certified Appraisal Reviewer  
Date signed: April 11, 2023

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Designation: \_\_\_\_\_  
Date signed: \_\_\_\_\_

Did  Did Not View Property

GENERAL COMMENTS

For the purpose of this appraisal report, the highest and best use is defined as that legally permitted use for which there is a demand, and is most likely to produce the greatest net return, tangible or intangible, to the subject property, while utilizing the property as a whole. The subject property is a vacant parcel of non-buildable land and it is the opinion of the appraiser that this activity constitutes the highest and best use.

The income approach to value was not considered as no properties similar to the subject, in the subject market area, were predominately leased at the time of sale. It is therefore, impossible to determine a legitimate rent multiplier figure necessary in calculating a valid income approach value.

The appraiser assumes that all information describing the insulation, and the water and sewer systems supplied by the owner of other sources, is correct. This information was not verified by the appraiser.

Cost Data (If Applicable)

The cost approach calculations were based on current information published by the Marshall & Swift Company and were adjusted for geographical location, climatic conditions, seismic zones, and wind factors. Physical depreciation was calculated using the modified effective age/life method, utilizing not applicable - vacant unimproved lands as a base. The accrued depreciation includes any applicable functional and external obsolescence. The land value was determined from an analysis of the most recent sales of similar but undeveloped land in the subject market area, and by the abstraction method utilizing the comparables incorporated in the sales comparison analysis.

Sales Comparison Data

The date of sale figures reflect the actual contract date of each comparable. The condition adjustment reflects both the incurable and the curable physical depreciation and was calculated by a comparison of the effective age of the subject's improvements to that of the respective comparable. The difference of the respective depreciation rates was then applied to the abstracted value of the improvements only. The gross living area adjustments reflect both size and room differences. These adjustments have been calculated by abstracting from the sales price of each comparable, the market value of all items which do not contribute to the actual Gross Living Area of the house itself. The residual was then divided by the size of the respective house to arrive at an average market value per square foot or meter. The values thus derived from each of the comparables were correlated with the depreciated cost of the subject to arrive at the actual adjustment rate utilized.

SPECIAL LIMITATIONS

This APPRAISAL REPORT has been prepared for the sole and exclusive use and benefit of The Corporation of the Municipality of Magnetawan (hereinafter referred to as the client). Any use of this report by anyone other than the client or for any purpose or function other than the original intent, invalidates the findings and voids all results and or conclusions.

All analysis, opinions, and conclusions were developed, and this appraisal report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice (USPAP) and the code of ethics of the Canadian National Association of Real Estate Appraisers.

It is assumed that the utilization of land and any improvements thereon, are within the boundaries of the property lines of the described property and that there is no encroachment or trespass, unless otherwise stated in the appraisal report.

It is assumed that the subject property is in full compliance with all applicable Federal, State/Provincial, and local environmental regulations and laws unless otherwise stated in the appraisal report.

It is assumed that all required licenses, consents, or any required legislative or administrative authority from any local, State/Provincial, Federal, or private entity or organization, have been acquired and or renewed for any use upon which the value opinion in the appraisal report is based.

It is assumed that any lease encumbrances pertaining to the subject property are legally binding contracts between the lessee and the lessor and that all information transmitted to the appraiser concerning these lease contracts is accurate and correct. Although this appraisal report may include information concerning the physical improvements being appraised, including their adequacy and or condition, it should be understood that this information is provided only for use as a general guide in the valuation of the subject property and is not to be construed as a complete or detailed physical report. The observed condition of the roof, exterior walls, foundation, interior walls, floors, heating system, plumbing, insulation, electrical system, and any other of the mechanical system or physical components of the improvements is based on a casual viewing only. No detailed inspection was made. The improvements were not checked for current building code violations unless otherwise noted in the appraisal report. If such an inspection is required, the client is advised to retain the services of an expert in this field.

Comments: The appraiser has not provided any services regarding the subject property within the three year period immediately preceding the acceptance of this appraisal assignment as an appraiser or in any other capacity.

Any question included in this appraisal report that was answered by indicating "unknown" indicates that the appraiser is unable to answer that question.

This appraisal and appraisal report has been prepared by a professional real property appraiser who is certified and licensed by the Canadian National Association of Real Estate Appraisers.

APPRAISER:

SUPERVISORY APPRAISER (only if required):

Signature: [Signature]
Name: John A. Corney
Designation: DAR, Certified Appraisal Reviewer
Date Signed: April 11, 2023

Signature:
Name:
Designation:
Date Signed:

[ ] DID [ ] DID NOT VIEW PROPERTY

Borrower: Re: Magnetawan Builds	File No.: Lots 24,25,26 LastSt
Property Address: Lots 24, 25, 26 W/S Last Street	Case No.: John S. Hetherington
City: Magnetawan	Prov.: ON P.C.: P0A 1P0
Lender: The Corporation of the Municipality of Magnetawan	

GeoWarehouse Property Report Generated on Apr 10, 2023



Address Not Available

PIN 520810541

Report title



This report was prepared by:  
**JOHN CORNEY**  
PRESIDENT

info@regionalappraisals inc.ca

**REGIONAL APPRAISALS INC**  
3521 Portage Road, unit A  
Niagara Falls, Ontario, Canada, L2J 2K5  
Office 9053586646  
Fax 9053586646



# PROPERTY REPORT



Copyright © 2002-2023 Teranet Inc. and its suppliers. All rights reserved.

© 2023 Teranet Inc

Borrower: Re: Magnetawan Builds	File No.: Lots 24, 25, 26 LastSt
Property Address: Lots 24, 25, 26 W/S Last Street	Case No.: John S. Hetherington
City: Magnetawan	Prov.: ON
Lender: The Corporation of the Municipality of Magnetawan	P.C.: P0A 1P0



PIN 520810541

### Property Details

#### GeoWarehouse Address:

Not Available

PIN 520810541  
Land Registry Office PARRY SOUND (42)  
Land Registry Status Active  
Registration Type Certified (Land Titles)  
Ownership Type Freehold



subject site



### Ownership

#### Owner Name:

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

### Legal Description

LT 24 W/S LAST ST, 25 W/S LAST ST, 26 W/S LAST ST PL. 313 MAGNETAWAN



Borrower: Re: Magnetawan Builds	File No.: Lots 24,25,26 LastSt
Property Address: Lots 24, 25, 26 W/S Last Street	Case No.: John S. Hetherington
City: Magnetawan	Prov.: ON
Lender: The Corporation of the Municipality of Magnetawan	P.C.: P0A 1P0



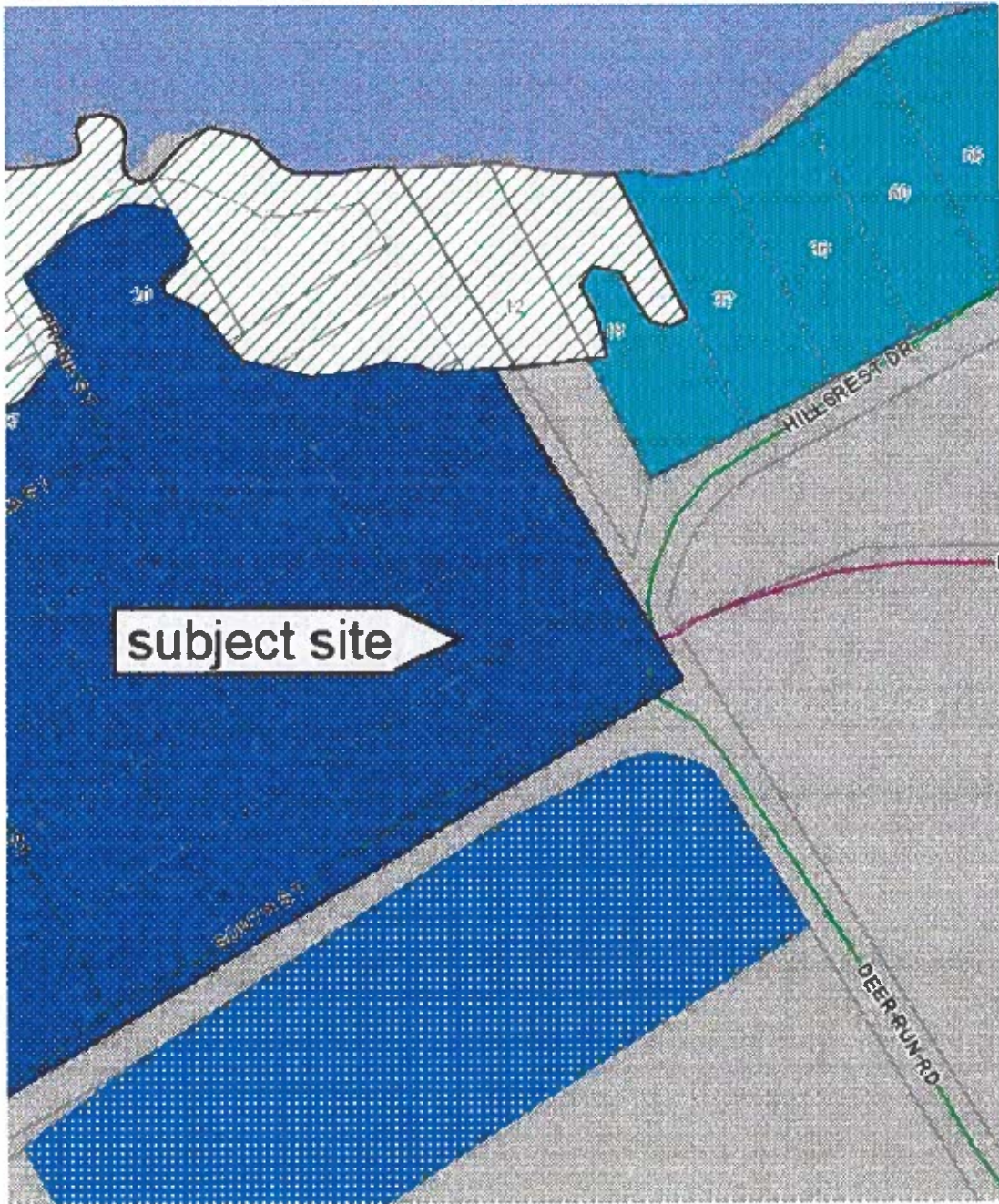
PIN 520810541

### Lot Size

Area: 90750.44 sq ft  
Perimeter: 1236.88 ft.  
Measurements: 237.04ft. x 385.04ft. x 238.7ft. x 377.2ft.

Lot Measurement Accuracy: LOW  
These lot boundaries may have been adjusted to fit within the overall parcel fabric and should only be considered to be estimates.





**COMPARABLE PROPERTY PHOTO ADDENDUM**

Borrower: Re Magnetawan Builds	File No.: Lots 24 25 26 LastSt
Property Address: Lots 24, 25, 26 W/S Last Street	Case No.: John S. Hetherington
City: Magnetawan	Prov.: ON P.C.: P0A 1P0
Lender: The Corporation of the Municipality of Magnetawan	



**COMPARABLE SALE #1**

Midlothian Road, Ryerson  
 P0A1C0  
 Sale Date: 01/28/2022  
 Sale Price: \$ 61,000



**COMPARABLE SALE #2**

Grindstone Road  
 Magnetawan, P0A1Z0  
 Sale Date: 02/22/2022  
 Sale Price: \$ 59,000



**COMPARABLE SALE #3**

Yearly Road  
 Sprucedale, P0A1Y0  
 Sale Date: 10/12/2021  
 Sale Price: \$ 45,000

LOCATION MAP

Borrower: Re: Magnetawan Builds	File No.: Lots 24,25,26 LastSt
Property Address: Lots 24, 25, 26 W/S Last Street	Case No.: John S. Hetherington
City: Magnetawan	Prov.: ON P.C.: P0A 1P0
Lender: The Corporation of the Municipality of Magnetawan	





Municipality of Magnetawan

By Habitat for Humanity Ontario Gateway North

10 May 2023



*Through shelter, we empower. We build strength, stability and self-reliance.*

# VISION AND MISSION

## Vision:

A world in which everyone has a safe, suitable, and affordable place to live.

## Mission:

We bring communities together to help families build strength, stability, and self-reliance through affordable housing and equity building programs.

**Through shelter, we empower.**

# PRIORITY SERVICE

- The Habitat for Humanity mission is affordable homeownership
- Home equity is the greatest means of enabling people to build a brighter future.
- People can use home equity to start a business, finance their children's education, plan for a low-risk retirement, and pass on financial security to the next generation.
- Affordable homeownership is a tool people can use to break out of the cycle of poverty.

## OTHER PROGRAMS AND SERVICES

- Habitat for Humanity Ontario Gateway North also implements operating models that allow us to reach more people across the housing continuum:
  - Affordable rental units
  - Partnership with other Not-for-Profit organizations, including municipalities, with housing needs
  - Partnership with Indigenous Communities



A man wearing a white baseball cap and a dark t-shirt with an Adidas logo is working on the exterior of a house. He is holding a blue tool, possibly a shovel or a brush, and is looking down at his work. The house has a white railing on the porch and a large window. The background shows a green lawn and some trees under a clear sky.

## OGN Today

Habitat for Humanity Ontario Gateway North has partnered with nearly 73 families, including 126 children, in the OGN region to help them build strength, stability and self-reliance through affordable homeownership.

The greatest benefit since the amalgamation is the ability of OGN to serve more families, more efficiently.

# WHO WE HELP





## Who we help

People living in unsafe, unhealthy, or inadequate conditions that cause constant instability, stress, and fear;

People connected with their community and are willing to help build their own home and the homes of others;

People who work to develop pride in their home;

People who are employed and earn a low income.

## PILLARS OF FAMILY PARTNERSHIP



in need of  
suitable  
housing



willing to  
partner with  
Habitat



able to make  
affordable  
mortgage  
payments

# Housing Continuum



**through shelter, we empower**  
We bring communities together to help families build strength, stability, and independence through affordable housing.



**our service**



# HOUSING CONTINUUM

Housing Category	Definition
Emergency Housing	Short-term (temporary) crisis support No to extremely low income (Ex. Panhandling, ~\$8,000 per year)
Supportive Housing	Temporary structure and treatment (Ex. Addiction) Permanent but not independent (Ex. Community Living) Very low income (Ex. Only Ontario Disability, ~\$14,000 per year)
Community Housing	Known as social or subsidized housing Permanent and independent Government low-income definition (OGN territory, 3-4 ppl is ~\$26,000)
Affordable Rental and Ownership Habitat for Humanity Service	Discounted rental or mortgage terms (possibly geared to income) Defined by CMHC definition of affordability, i.e. >30% annual gross household income is spent on accommodation Minimum gross household income of ~\$37,000, which equates to a full-time job at ~\$17 - \$18 per hour, the living (not minimum) wage in the OGN territory <b>Affordable rental gross household income range: \$37,000 - ~\$57,600</b> <b>Affordable homeownership gross household income range: \$37,000 - ~\$97,000</b>
Market Rental and Ownership	No subsidy or discount Market driven

# SUCCESS OF THE HABITAT FOR HUMANITY MODEL



## 2019-2023

- 4x Affordable rental units in Huntsville
- 2x Affordable contributed equity homes in Midland
- 2x Affordable rent-to-own homes in Bala
- 2x Families served via buy-backs (2023)
  
- **10 homes total;**
- **12 families in safe, suitable and affordable homes**



## GENERATIONAL SUCCESS

- 2A 369 Muskoka Beach Rd., Gravenhurst
  - *A family has an opportunity to buy an established business. After years of stability in their Habitat home, they have decided to use the equity gained to become business owners and employers.*
- 57 Wellington Street, Bracebridge
  - *A single mother raised her 3 children in a Habitat home and put them each through post-secondary education. Now, they have established careers and families of their own. Our Habitat homeowner is moving to be nearer her grandchildren.*



# BUILDING FUTURES IN MAGNETAWAN



## CHAPTER MODEL

- A group of active, service-oriented volunteers who agree to champion and deliver a Habitat home (or homes!) in their local community
- Chapters raise money and build the home(s) in partnership with the family
- The Chapter has a Group Chair, Fundraising Chair, and Development and Construction Chair

## HABITAT FOR HUMANITY SUPPORT TO CHAPTER

- OGN provides the following leadership and support services to the Chapter:
  - Finance and Administrative Support
  - Training, Orientation, Coaching, and Support
  - Construction
  - Safety
  - Warranty
  - Fundraising
  - Promotion & Marketing

# FUNDRAISING

Habitat for Humanity Ontario Gateway North is a registered charity

- Charitable tax receipts
- Return on HST
- Opportunities for national funding
- Online presence for donations
- Experience in accepting transformational donations (securities and bequests)
- Leadership regarding the Donor Bill of Rights and ethical fundraising practices
- Support in stewardship

# PLEDGES TO DATE

Serial	Donations	Value of Product and/or Service	Value of the Pledge	Signed Pledge on Record
1	Land Survey	\$8,700.00	\$8,700.00	1
2	Site Supervision and Build Coordination	\$36,000.00	\$36,000.00	1
3	Lot Clearing	\$5,000.00	\$5,000.00	1
4	Post Lot Clearing Haulage and Disposal	\$2,000.00	\$2,000.00	1
5	Well	\$27,900.00	\$27,900.00	1
6	Septic System Design	\$600.00	\$600.00	1
7	Septic System	\$30,000.00	\$30,000.00	1
8	Foundation, Concrete Floor, Footings, Drains	\$55,000.00	\$29,000.00	1
9	Excavation for the Foundation Work	\$28,000.00	\$28,000.00	1
10	Excavation Driveway, Fill, and Landscaping	\$10,000.00	\$10,000.00	1
11	Modular Home - 936 Sq. Feet	\$205,000.00	\$10,000.00	1
12	Flooring	\$3,000.00	\$3,000.00	1
13	Drywall	\$887.76	\$887.76	1
14	Electrical Hook-up	\$5,000.00	\$3,500.00	1
15	Decking Structures x 2 (Front and Back) Materials	\$10,000.00	\$10,000.00	1
16	Decking Structures x 2 (Front and Back)	\$9,520.00	\$9,520.00	1
17	Cash Donation - Individual	\$10,000	\$10,000	1
18	Cash Donation – Service Club	\$13,000	\$13,000	1
		<b>Total GIK Pledged</b>	<b>\$237,107.76</b>	<b>18</b>



# BUILD PROJECT

 **Habitat for Humanity**  
Ontario Gateway North

## HOME OVERVIEW

- First HFHOGN Modular Home!
- Single, detached, modular home
- 936 sq ft footprint, 2 stories
  - 2 bedrooms
  - 1 bathroom
  - Unfinished basement with plumbing rough-in
  - Energy Efficient
- Operating Model: Contributed Equity
  - Selected by the Magnetawan Chapter

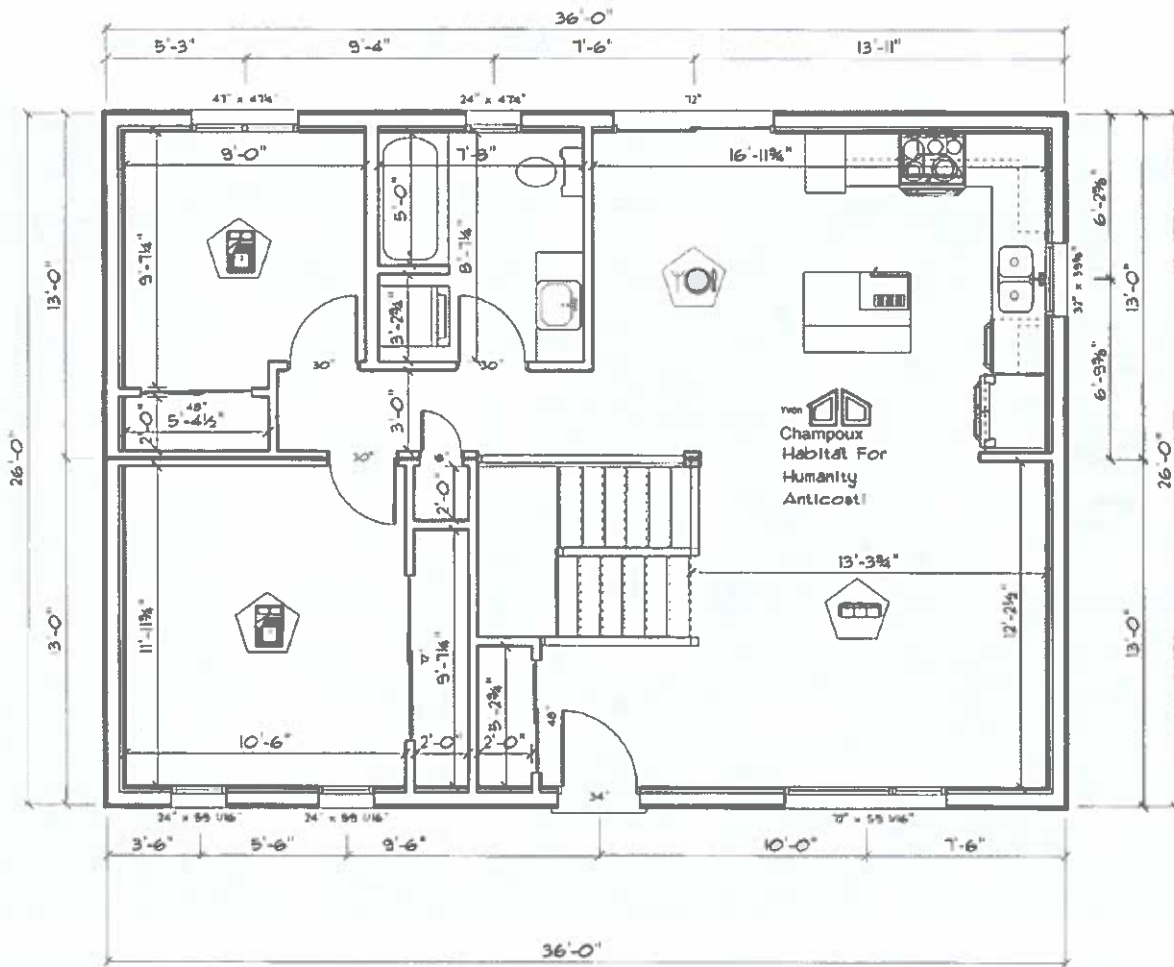




## MODULAR HOME SUPPLIER

- Yvon Champoux Homes
  - Selected by the Magnetawan Chapter
- Located in Quebec
- Founded in 1967; successful for over 55 years
- High-quality, energy efficient modular homes
- Exploring options for universal accessibility
- Known supplier to Chapter Construction Chair, who has already ordered 8 Champoux homes previously (Habitat home will be the 9<sup>th</sup>)





## TIMELINES

- 1 family served, in Q1 2024
- Construction timeline: June 2023 – December 2023
  - Construction completion is dependent on Magnetawan Chapter fundraising progress
  - Estimated move-in date: February 2024



# FAMILY SELECTION PROCESS



## PARTNERSHIP FAMILY

- fam·i·ly
- NOUN
  1. a group of one or more parents and their children living together as a unit:
  2. “the family lived in a large house with a lot of land”
  3. *synonyms:*
  4. household, ménage, nuclear family

## FAMILY SELECTION PROCESS

- Identify details of build: size, number of bedrooms, mortgage type
- Formally open the application process
- Receive first applications
- Qualify applications which meet the three pillars:
  - Need
  - Ability to pay
  - Willingness to partner
- Complete background and credit checks
- Identify community volunteer to aid in selection process

## FAMILY SELECTION PROCESS

- Schedule time for education about homeownership and full-application
- Full application completed by family with support from community volunteer
- Home visit with Family Selection Committee
  - Community Volunteer
  - Manager, Family Partnerships (OGN)
  - Director of Communications & Culture (OGN)
- Recommendations sent with anonymity (Family A, B, C) to CEO for final selection and approval

# eligibility questionnaire



Home > Eligibility Questionnaire

step 1 of application for a home: [www.habitatgatewaynorth.com](http://www.habitatgatewaynorth.com)

Please select the project which you are applying for.

- 11 Irene St., Huntsville (District of Muskoka) - Affordable Rental
- 1016 Elm St., Bala (District of Muskoka) - Affordable Rent to Own
- 369 Muskoka Beach Road, Gravenhurst (District of Muskoka) - Affordable Rent to Own
- 808 Birchwood Dr., Midland (County of North Simcoe) - Affordable Homeownership

Please note that we are not currently accepting applications for the following regions

- Orillia & Lake Country
- District of Parry Sound
- District of Nipissing
- Sudbury District
- District of Cochrane

Applicant Name

Applicant Email Address

Co-Applicant Name (if not applicable, enter 'None')

Co-Applicant Email Address



## FAMILY SUPPORT

- Quarterly home maintenance review – up until title transfer
- Bi-annual meeting with Manager, Family Partnerships
- Annual income review
- Opportunity for communication with Manager, Family Partnerships
  - Empower partner families to build independence
- Ongoing contact in relation to volunteer hours with community volunteer

## CONTRIBUTED EQUITY MORTGAGE

- Affordable transition period of 1 year
- Partner family pays geared-to-income monthly supplemental payments plus property tax (no more than 30% of gross family income)
- Partner family is responsible for routine costs of ownership (maintenance, insurance, and property taxes)
- Opportunity to purchase Habitat home through an Agreement of Purchase and Sale (APS)
- After approved transition year, OGN transfers title to family
- Portion of monthly supplement payments represent mortgage principal and is credited to mortgage balance

## COUNCIL DEPUTATION REQUEST

1. Lot 26, Last Street – Land donation request for the purpose of building affordable homes in Magnetawan.
2. Request to Waiver property taxes during the build process and waiver build permit fees including Entrance Permit.
3. Request for waiver of property deed and land exchange fees

# THANK YOU

We appreciate our partnership in service of our community.

Questions?



**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: May 10 / 2023 (subject to availability)

SUBJECT: KCC ZBA

NAME: Darryl Cary

ADDRESS: 172B Tranquility Trail, Magnetawan, ON

PHONE: HOME: 416-886-3744 BUSINESS: \_\_\_\_\_

EMAIL ADDRESS: darryl.cary@icloud.com

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

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

1-Objections to Tekoa Enviromental Limited - Sewage Systems Assesment as submitted

2- Objections to acceptance of Staff Report in its current state; errors require corrections

3- Objections to Inaccuracies Contained in the Conceptual Master Plan - selectively out of scale

4- Objections to all access by KCC to Tranquility Trail and Gordon Point Roads

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](mailto: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.

**Topics**

Objections to acceptance of Staff Report in its current state; errors require corrections  
Objections to Tekoa Environmental Limited - Sewage Systems Assessment as submitted  
Objections to Inaccuracies Contained in the Conceptual Master Plan - selectively out of scale  
Objections to all access by KCC to Tranquility Trail and Gordon Point Roads

**Staff Report Inaccuracies**

- 1- Location address of Conceptual Master Plan is shown as 1640 Gordon Point Road; this is incorrect.
- 2- The staff report states, “Operationally in 1971 Camp Klahanie was purchased by the current ownership group, which is comprised of 17 shareholders, whom also vacation at this site” This is incorrect; Camp Klahanie was established in 1971, it was sold to the current owners in 2014
- 3- Conceptual Master Plan – contains scaling inaccuracies and nonexistent buffering

**Tekoa -Sewage Assessment Grey Water / Dark Water**

As a property owner directly attached to the north side of KCC it makes me feel very uncomfortable that Tekoa states they did not actually verify the grey water leaching pits are present, rather the existence, design and sizing was “explained to them” by a camp representative. How can this be an acceptable practice when the implications to our valuable water systems could be so massive?

With an estimated 55-60% increase in seasonal trailers any report should account for the substantial change of business scope those numbers represent since date of purchase. It should be easy for anyone to visualize that 45 seasonal trailers and mostly un-serviced sites comprises a completely different usage than 70 seasonal trailers, with 25 being “Park Model” (Containing dishwashers, washing machines, 3 pc washrooms and multi-family capabilities); especially in respect to grey water concerns.

This method of gathering information by Tekoa for use in this assessment is very concerning, I personally question due diligence was completed in this matter and feel it tainted validity of the complete report.

In the fall of 2022, the dumping of (Greywater? / Blackwater?) was taking place immediately adjacent to the watershed on Site 34 east of the turning circle (pictures 1 & 2). Previously the newly installed Park Model Trailer on Site 7, west of the turning circle was witnessed dumping onto the property line directly into the known watershed (pictures 3 & 4).

- Greywater is wastewater from non-toilet plumbing systems such as hand basins, washing machines, dishwashers, showers and baths.
- Blackwater describes wastewater containing fecal matter and urine.

**Questions:**

- Why were there no environmental studies completed, was the omission influenced by repeated KCC claims of downsizing sites and not fact based on substantial change in usage?
- What party determines this requirement? How do we appeal?
- Why would dumping on the ground be required if ALL trailers have proper leaching pits as explained to Tekoa?
- Why is there no mention of the existing outhouses serving the N/E section of the camp located on Site 41 or mention of how the black water is managed from these facilities?
- Are the outhouses constructed of a type having the abilities for internal containment of dark water? These older facilities were typically of the “dug pit type”.
- There are (2) additional outhouses situated west of the turning circle located on Lakeside Trail. Why are these not on the Conceptual Plan? If omitted as they are considered no longer in use, have the facilities been properly guarded to prevent usage? Should these structures not be permanently removed to prevent future use? If the outhouses are to be used, can we have the plan updated to reflect this prior to approval?

The outhouse omission from the Tekoa Report makes me particularly uncomfortable as the proximity of the outhouses is close and aligned directly to the known watershed flowing into the lake at my property line.

The Tekoa report failure to provide any specific reference to KCC’s public laundry facilities raises an additional flag? I fail to understand how a laundry facility running at full capacities, during peak times would not have impact on the septic system? Why would this not be taken into consideration by Tekoa if they were notified?

With the planned By-law exception allowing the existing Park Model Trailers located on sites B1 and B2 to remain in place; what is the resolution for grey water containment associated with these (2) sites? Will they have to install storage tanks, or will the solution be a permanent connection directly to the pumping station for distribution to KCC’s leaching bed? (Pumping station is located immediately to the north of the units)

What is planned for the other sites / trailers located within the minimum shoreline setback?

At this time, I object to the passing of this ZBA amendment as submitted for the potential environmental impacts alone. I would request a peer review / audit of this site to ensure the above items / omissions are addressed along with additional concerns of other property owners on the lake.

Picture 1 – Site 34



Picture 2 – Site 34



Picture 3 – Site 7



Picture 4 – Site 7





**Inaccuracies Contained in the Conceptual Master Plan**

Upon review of the Conceptual Master Plan – Nov 17/2020 -Rev. 0, I noted there appeared to be a substantial scaling error at the north end of KCC along the property line that abuts my property. The distance appeared altered to exactly reflect the 10m buffering requirement of the current By-law on sites 3(3) & 7(6). The 3<sup>rd</sup> trailer located on site 52(7) was not of concern, it was shown to be in its “temporary storage location” unable to be installed after KCC was served legal notice by the Municipality. Upon review of the complete document no additional scaling inconsistencies were found. I assumed this simply must have been error in the initial planning stage or KCC was considering locating their trailers to be compliant with the current By-laws. I had absolutely no doubt that KCC was fully aware the actual setback was only 3m; I had together with board members and owners measured the setbacks at Site 3 multiple times while discussing docks and decks.

Shortly after KCC was visited by (2) representatives of the Municipality of Magnetawan including the Town Planner. I assumed buffering would have been reviewed during this site visit as KCC’s Legal Counsel noted buffering was inadequate at side lot lines during the Planning Act Public Meeting Oct 13 / 2021.

While reviewing the updated Conceptual Master Plan – Revision No: Jun 30, 2022, I was shocked to find the update failed to correct the errors or reflect the actual site conditions and setbacks. The plan had also been enhanced showing the existence of Dense Tree Cover located on a section of KCC land that only exists on this document and an equally generous amount of nonexistence vegetation on the south end.

I also noted that the “temporary storage location” is now shown as site 7, the Park Model Trailer has been permanently installed closer than the required 10m setback of the current By-law. Since KCC installed this against the Municipal Order, there is NO buffering provided by KCC on sites 2 & 7, minimal buffering on site 6 and NO possible way to provide compliant natural buffering due to the less than 10m minimum setbacks.

Our recommendation is a privacy fence running the full length of the property line 10’ in height, located on KCC property, maintained by KCC or if all trailers are moved to reflect the recommended Conceptual Plan submitted by KCC, the dense tree cover is planted thus complying with By-law 3.3 we would agree.

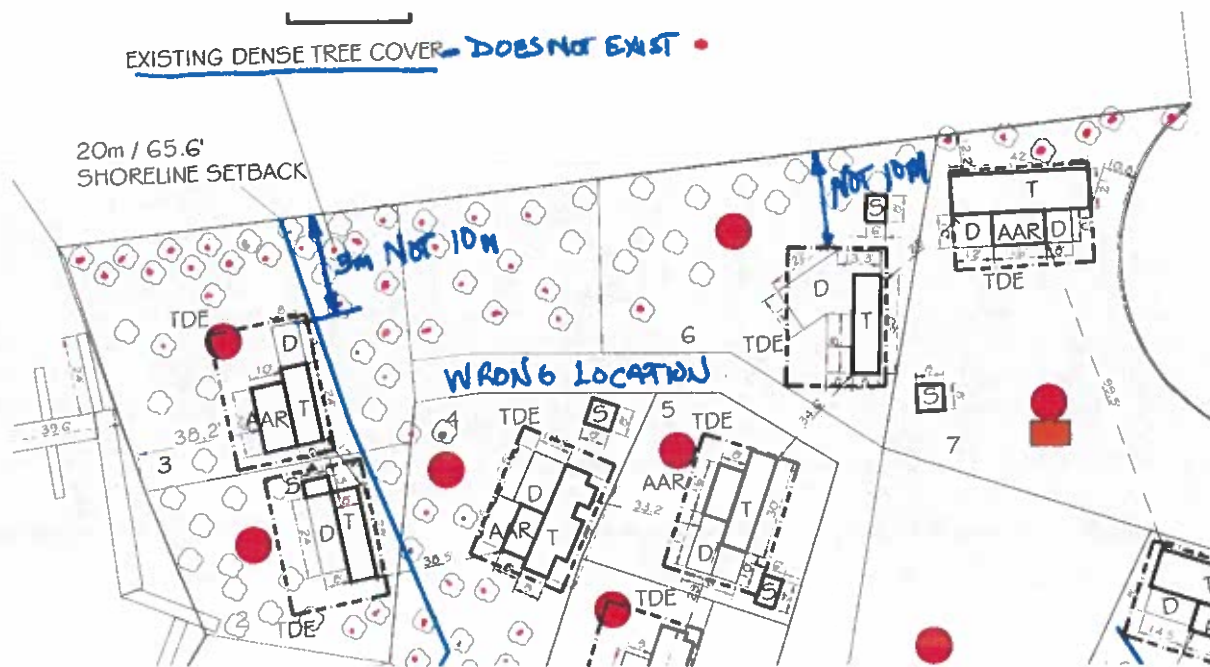
We want it noted that immediately after the Park Model Trailer was situated adjacent to our property requests to remove our trees initiated, we were compliant, engaged a local contractor and split costs with KCC as a “good neighbor” gesture. We have removed multiple trees from our own buffering. A request was made last season to remove another tree.

These requests are frustrating and honestly this situation should not even exist; if KCC had not allowed this trailer to be placed against the Municipal Order, a 10m setback would be in play; Instead, an exception is recommended allowing for 3m setbacks.

Original Nov 17 / 2020 - Conceptual Master Plan – Rev.



Updated – Approved Conceptual Plan Rev. June 30, 2022





Site 3 – NOT 10m as per Conceptual Mater Plan – Actual 3m



Site 7 – NO Buffering as detailed in Conceptual Master Plan



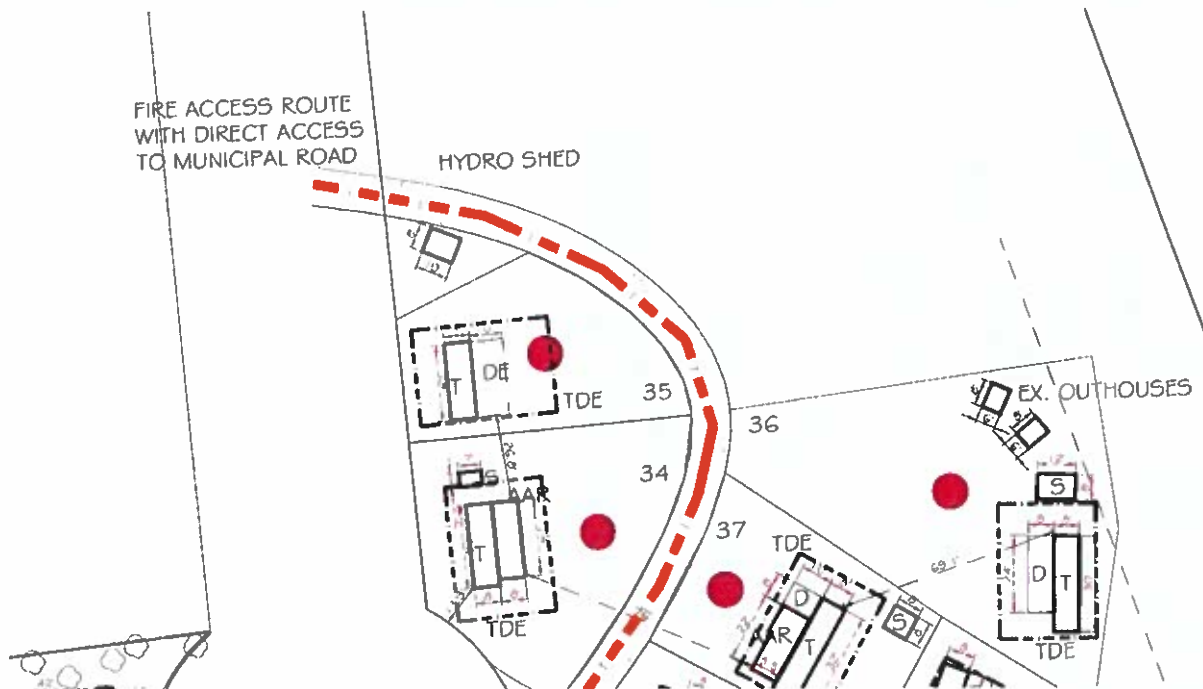
**Fire Route Access from KCC to Tranquility Trail and Gordon Point Roads**

We object to all access to Tranquility Trail by KCC, we were told this access was not a ZBA item so why was it not removed from the ZBA application and the Conceptual Master Plan?

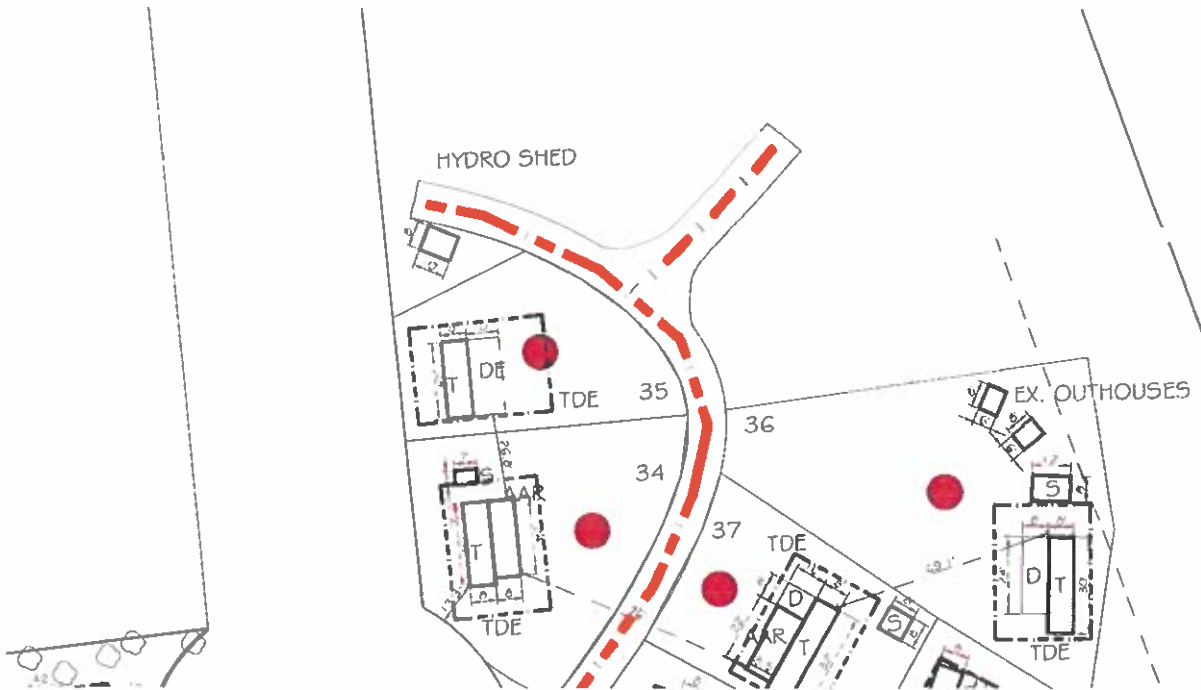
If there is a ZBA requirement for KCC to provide fire access routes, including turnarounds; WHY would the Municipality Town Planners recommend anything other than keeping the infrastructural internal to the CT designated lands owned by KCC? Why would KCC or the Municipality think this is a fair or equitable solution to have ANY costs current or future relating to this ZBA placed on anyone other than the 17 owners of KCC?

I have provided a solution to this situation detailed below; this exact solution was provided to me years ago in conversation with a KCC owner as a suggestion for our design of the Tranquility Trail Turning Circle. This is basically and equal to the already approved turning circle located at the KCC boat launch.

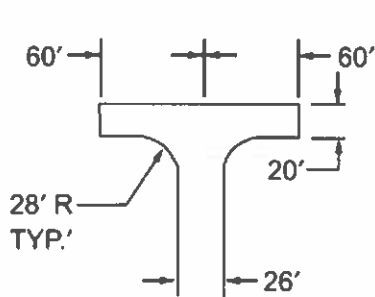
**Figure 1 - Proposed Fire Access Route – Conceptual Master Plan**



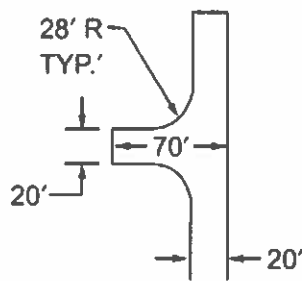
**Figure 2 - Suggested Alternate Fire Apparatus Turning Area – T-Shaped Hammerhead**



**2018 International Fire Code (IFC) – Minimum Specifications**



120' HAMMERHEAD



ACCEPTABLE ALTERNATIVE  
TO 120' HAMMERHEAD

**D103.1 DEAD-END FIRE APPARATUS ACCESS ROAD TURNAROUND**



**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: May 10, 2023 (subject to availability)

SUBJECT: Camp Klahanie Zoning By-law

NAME: Russell D. Cheeseman

ADDRESS: 277 Lakeshore Road East

Suite 211

Oakville, Ontario L6J 1H9

PHONE: HOME: 416-955-9529 BUSINESS: 416-529-9854

EMAIL ADDRESS: rdcheese@aol.com

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

Klahanie Campers Corp

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

I will be speaking to the proposed Zoning By-law that will be before Council on May 10, 2023.

We have not yet seen the final version of the Staff Report or By-law, but will be available to make submissions and to answer questions of Council.

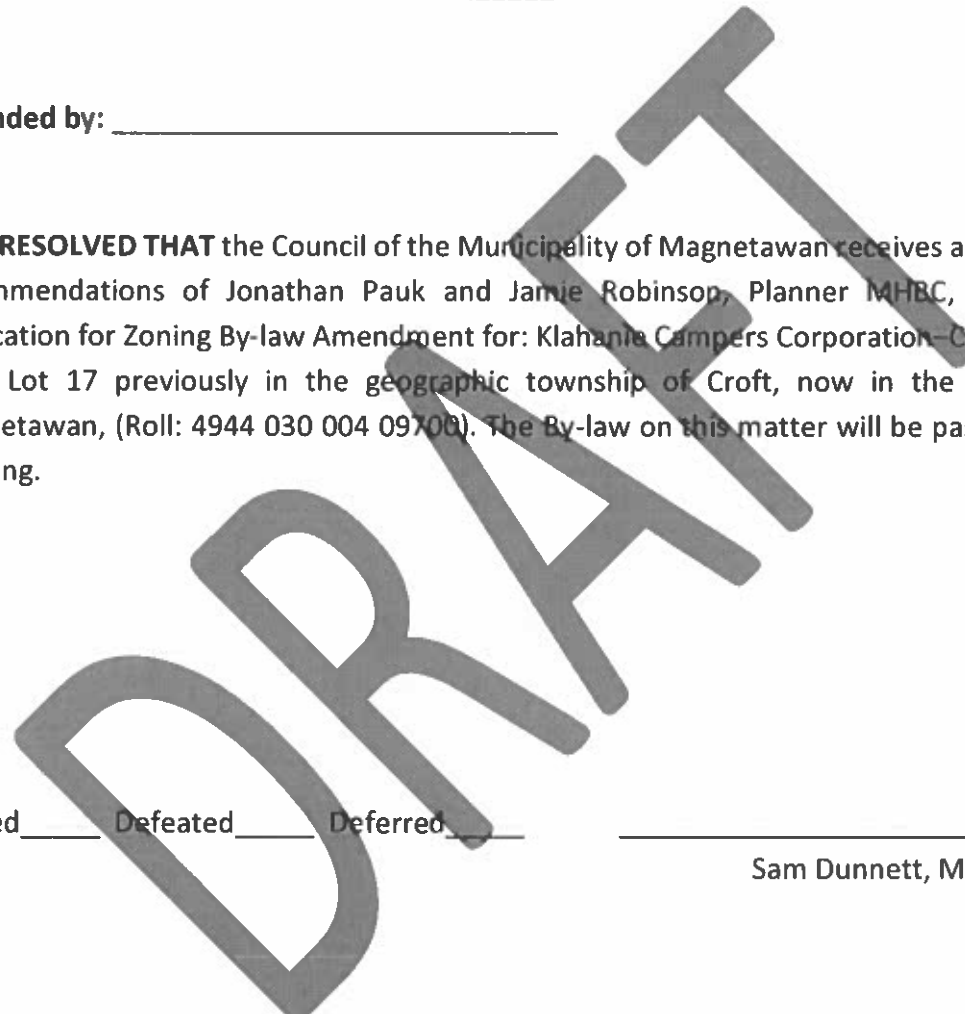
Personal information on this form will be used for the purposes of sending correspondence relating to matters before Council. Your name, address, comments, and any other personal information, is collected and maintained for the purpose of creating a record that is available to the general public in a 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](mailto: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.

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan receives and approves the recommendations of Jonathan Pauk and Jamie Robinsop, Planner MHBC, supporting the application for Zoning By-law Amendment for: Klahanie Campers Corporation– Concession 3 and 4 PT Lot 17 previously in the geographic township of Croft, now in the Municipality of Magnetawan, (Roll: 4944 030 004 09700). The By-law on this matter will be passed later in the meeting.



Carried \_\_\_\_\_ Defeated \_\_\_\_\_ Deferred \_\_\_\_\_

\_\_\_\_\_  
Sam Dunnett, Mayor

Recorded Vote Called by: \_\_\_\_\_

**Recorded Vote**

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



## THE MUNICIPALITY OF MAGNETAWAN

### **PLANNING REPORT**

TO: Erica Kelogg, Acting Deputy Clerk – Planning & Development ,  
Municipality of Magnetawan

FROM: Jamie Robinson, BES, MCIP, RPP & Jonathan Pauk HBASc, MSc, MCIP,  
RPP – MHBC Planning

DATE: May 10, 2023

SUBJECT: Zoning By-law Amendment Application & Site Plan  
Camp Klahanie Campers Corporation  
Roll: 4944 030 004097001680 Lakeside Trail, Magnetawan (CROFT CON  
3 AND 4 PT LOT 17 PCL 12303 SS)

---

### **Recommendations**

1. That Council receive this Report;
2. THAT the Zoning By-law Amendment application for the Klahanie Campers Corporation and the subject property municipally known as 1680 Lakeside Trail in the Municipality of Magnetawan legally described as CROFT CON 3 AND 4 PT LOT 17 PCL 12303 SS, be approved.
3. AND THAT Council enact the attached Zoning By-law Amendment being a By-law to amend Zoning By-law 2001-26, as amended.

### **Proposal / Background**

A Zoning By-law Amendment application has been submitted by Lanny Dennis on behalf of the property owner, Klahanie Campers Corporation the subject property legally described Concession 3, and 4 Part Lot 17, PCL 12303 SS and municipally known as 1680 Lakeside Trail in the Municipality of Magnetawan. The location of the subject property is shown in Figure 1.

The subject property has a lot area of approximately 35.4 hectares (87.5 acres) with approximately 161 metres of frontage onto Beaver Lake. Access to the property is provided via Lakeside Trail.

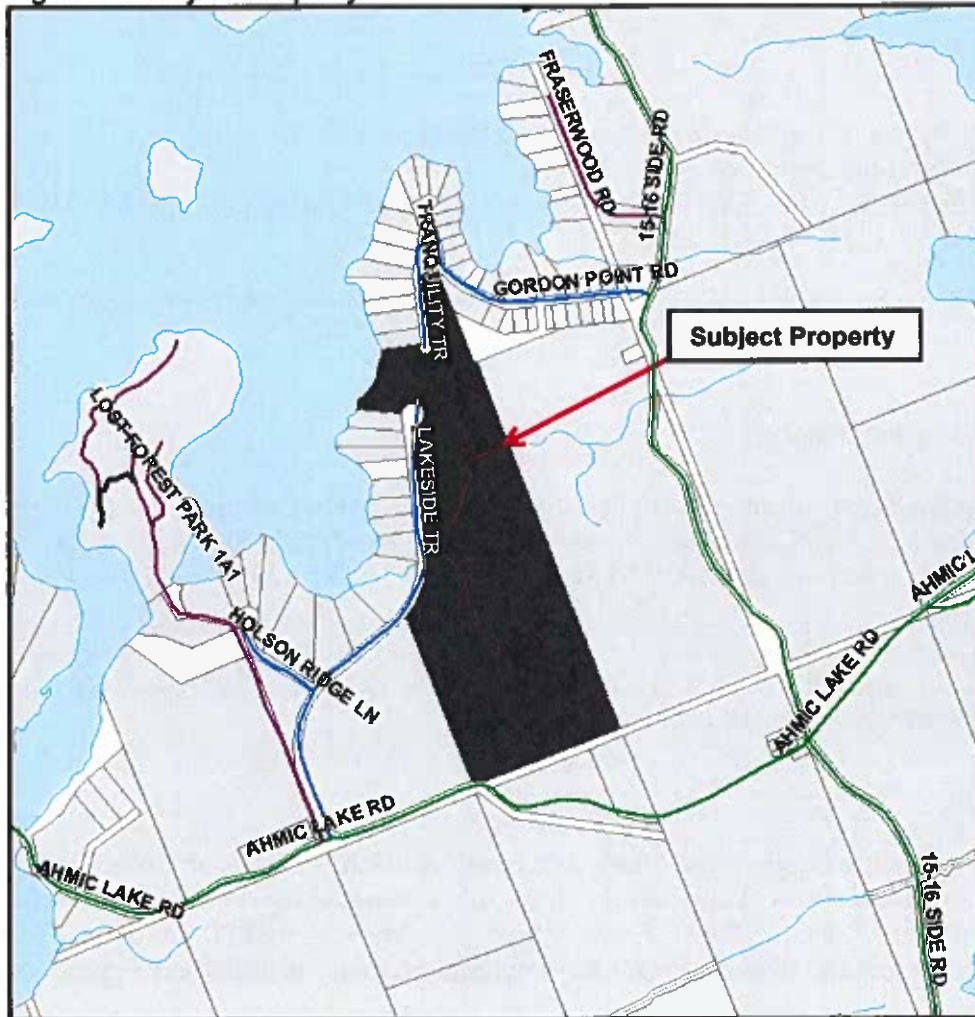
The subject property is designated Shoreline and Rural in the Municipality's Official Plan. The subject property is zoned as Tourist Commercial and Rural in the Municipality's Zoning By-law. The area of the site that is zoned Tourist Commercial is approximately 8.6 hectares (21 acres).

The portion of the subject property that is currently developed with a camping establishment known as Camp Klahanie, is zoned Tourist Commercial. The applicants have applied for 70

sites. Currently there are 68 sites, 63 of which are serviced and 5 of which are un-serviced. The sites host a mix of camping trailers, tents and Park Model Trailers. According to the applicants currently, 58 of the sites are used seasonally by members of the camp and 5 of the sites are dedicated for transient campers. Camp Klahanie offers a variety of amenities to guests such as access to a convenience store, laundromat, shower house, garbage disposal area, playground, volleyball court, a beach area and docking facilities.

The location of the subject property is shown in Figure 1.

Figure 1: Subject Property



The proposed Zoning By-law Amendment application includes the following drawings and reports:

- Application Form for Zoning By-law Amendment Application;
- Water system assessment and testing;
- Septic system assessment;
- Proposed site plan;
- Proposed draft Zoning By-law Amendment; and,
- Planning Justification Report.

The Applicant has provided a Sewage System Assessment prepared by Tekoa Environmental Limited which is included as Attachment 3 to this Report. The Applicant has provided information pertaining to the drinking water system and testing on site which is tested by a qualified person on a daily basis.

While the site has been used for a camping establishment since about 1971, the operation and type of trailer units on some of the sites has changed. Operationally, in 2014 Camp Klahanie was purchased by the current ownership group which is comprised of 17 shareholders, whom also vacation at the site.

Over recent years, the property has seen the introduction of a number of park model trailers and the introduction of a number of accessory structures, including decks that provide amenity areas for the seasonal trailers on the property. Park model trailers have also been introduced and these are not a permitted use within the camping establishment zone. The purpose of this Zoning By-law Amendment is to establish a site specific zoning for the CT Zoned portion of the subject lands that recognizes the historic use. The portion of property zoned Rural is to remain.

In order to implement the proposed Zoning By-law Amendment, a Site Plan Control Agreement is proposed to be executed with the Owners of the subject property.

The proposed amendment itself proposes to accomplish the following:

- Establish a site specific permitted use for the portion of the subject property that is zoned Tourist Commercial (CT) in order to recognize the historic use of the property.
- The southern portion of the subject property is proposed to remain zoned Rural (RU).
- Remove the list of permitted uses that apply to the property and replace it with one permitted use being a "Seasonal Camping Establishment." This is intended to recognize the current operation and is proposed to be defined as follows:

*A "Seasonal Camping Establishment" shall mean a use that is occupied on a seasonal basis and includes:*

- 1) camp sites; and,*
- 2) buildings and structures and recreational uses that support the use and are accessory to the use of the camp sites.*

- To only permit the seasonal use of the property.
- Establish a maximum number of camp sites.
- Limit the maximum number of camp sites that are permitted to be occupied by Park Model Trailers.

- Establish a minimum setback between park model trailers.
- Establish a minimum setback from the shoreline for all development, including a Park Model Trailers.
- Provide clarification between a “park model trailer” and “camp site.”

In summary, the Zoning By-law Amendment proposes to control the geographic extent of sites on the property, control the location of trailers, and limit the intensity of use by establishing maximum unit permissions for the site and ensuring that it operates on a seasonal basis.

The proposed site plan includes existing road locations, trail system, campground amenity uses, and dockage. The individual lots/units are not shown on the plan. The proposed site plan is included as Attachment 1 and the proposed Draft Zoning By-law Amendment is included as Attachment 2 to this Report.

The site is subject to Site Plan Control and in accordance with the Planning Act, the approval authority for the Site Plan is the CAO/Clerk or designate. Should Council approve the ZBA, a Site Plan Approval will be required.

### **Public Meeting Comments**

Verbal comments were received at the Statutory Public Meeting on October 13, 2021 and written comments were received prior to the meeting provided in the previous staff report provided to Council for information. Additional comments were received after the Statutory Public Meeting and are included as Attachment #4.

A response letter provided by the Applicant has also been included as Attachment #5 to this Report which provides clarification to a number of public comments received on the application.

### **Area Context**

**North:** Tranquility Trail, Gordon Point Road and shoreline residential dwellings fronting on to Beaver Lake;  
**East:** Rural forested areas fronting onto 15-16 Side Road;  
**South:** Ahmic Lake Road, Lakeside Trail and large tracts of forest lands; and,  
**West:** Shoreline residential dwellings fronting on to Beaver Lake.

### **Policy Analysis**

#### **Planning Act**

Planning decisions in Ontario must have regard for matters of provincial interest identified in Section 2 of the *Planning Act*. The tools used to elaborate on provincial policy and ensure that decisions do have regard for and are consistent with Provincial policy are the Provincial Policy Statement (PPS) and the Official Plans approved under the umbrella of the PPS. The analysis outlined in this Report confirms that the proposed rezoning is consistent with and has regard for Provincial policy as established under the *Planning Act*.

## Provincial Policy Statement

The Provincial Policy Statement (PPS), issued pursuant to Section 3 of the *Planning Act*, represents the matters of municipal planning that are of Provincial interest. Section 3(5) of the Act requires that all planning decisions must be consistent with the PPS. The PPS provides for appropriate development while protecting resources of provincial interest, addressing public health and safety, and providing guidance regarding the quality of the natural and built environment. In general, the PPS seeks to promote the development of communities that are socially, economically, and environmentally strong. The policies focus growth to settlement areas and require lands to be developed efficiently and supported by appropriate levels of infrastructure and servicing, while providing protection for the environment, natural resources and adequately accounting for natural and human made hazards.

Section 3 of the Planning Act requires all decisions made under the Act “to be consistent with” the Provincial Policy Statement (PPS). The following PPS policies are relevant to the proposed development and need to be considered when evaluating the proposed Zoning By-law Amendment application.

Section 1.1.4 of the PPS on Rural Areas in Municipalities state that Rural areas are important to the economic success of the Province and our quality of life. Rural areas are a system of lands that may include rural lands, prime agricultural areas and natural heritage features and areas.

The subject property is classified as “Rural Lands” in the context of the PPS. Section 1.1.5.2 provides permitted uses for rural lands which includes resource based recreational uses. The existing use is a resource-based recreational use. The proposed Zoning By-law Amendment will recognize the use as a “seasonal camping establishment”, as set out in the draft Zoning By-law Amendment included as Attachment #2.

Section 1.1.5.3 states that *recreational, tourism and other economic opportunities should be promoted*. The proposed Zoning By-law Amendment will allow for the seasonal camping establishment on the subject property which will provide recreational economic benefit to the area. Municipality. The campground serves as a tourism destination which contributes towards the local economic base as well as creates employment opportunities for local people living in the area.

Section 1.1.5.4 states that *development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted*. The existing use is currently serviced by existing individual on-site sewage and water services (lake). This type of servicing is expected in the rural area of the Municipality. The Applicant has provided a Sewage System Assessment prepared by Tekoa Environmental Limited which is included as Attachment 3 to this Report.

Section 1.6.6.4 provides policies that apply to development on individual sewage and water services. It states that individual on-site sewage services and individual on-site water services may be used for a new development provided that site conditions are suitable for the long-term provision of such services with no negative impacts. The existing use is serviced by individual on-site sewage septic fields and holding tanks and water (lake) services. The Applicant has provided a Sewage System Assessment prepared by Tekoa Environmental Limited which is

included as Attachment 3 to this Report. The Applicant has provided information pertaining to the drinking water system and testing on site which is tested by a Qualified Person daily.

Section 2.0 of the PPS addresses the wise use and management of resources. Resources in this context include natural heritage features and areas, water, prime agricultural areas, mineral and petroleum resources and cultural heritage and archeology.

Section 2.1 of the PPS includes policies for natural heritage features and areas. It states that natural features and areas shall be protected for the long term. Further, Section 2.1 of the PPS includes policies related to natural heritage features. In accordance with Section 2.1.5 d. of the PPS, development and site alteration shall not be permitted in significant wildlife habitat unless it has been demonstrated that there will be no negative impacts on the associated natural features or their ecological functions.

Schedule B to the Official Plan identifies Stratum 2 Deer Wintering Habitat as covering the Site and there is Fish Habitat located in the southeast and southwest portions of the site. The Zoning By-law Amendment also proposes to establish a minimum 20 metre setback for Park Model Trailers from the shoreline, with the exception of two seasonal sites (B1 and B2). On this basis, an EIS was not required as part of the complete application submission. The area subject to the proposed Zoning By-law Amendment is not part of a prime agricultural area, does not contain mineral and petroleum resources or significant built heritage resources and does not have the attributes of a significant cultural heritage landscape.

Section 2.1.6 states that development and site alteration shall not be permitted in fish habitat except in accordance with provincial and federal requirements. Section 2.1.8 also does not permit development on adjacent lands unless it has been demonstrated that there is no negative impact to the fish habitat or its function. There is an area of fish habitat adjacent to the subject property. There is no new trailer locations, sites or additional site works proposed on adjacent lands to the fish habitat. The Zoning By-law Amendment and Site Plan Agreement recognize conditions that are currently present. For this reason, an EIS has not been required and the proposal is consistent with the fish habitat and adjacent lands policies of the PPS.

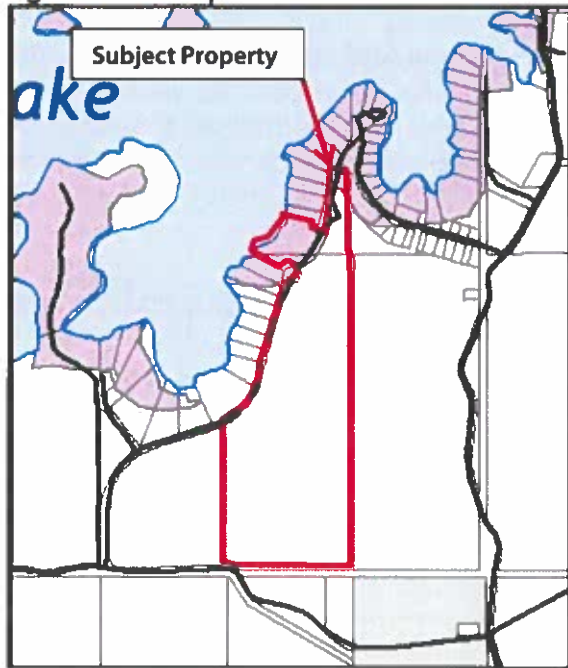
Section 3 of the PPS emphasizes the importance of protecting public health and safety in order to reduce the potential for risk to residents from natural or human-made hazards. There are no hazards identified on the subject property.

The proposed Zoning By-law Amendment is consistent with the PPS

#### Municipality of Magnetawan Official Plan

The Municipality's Official Plan provides direction pertaining to growth and development within Magnetawan. The policies in the Official Plan address the environment, cultural and built heritage, natural resources and servicing and transportation. Schedule A (Land Use Map) of the Official Plan identifies the Site as being designated Shoreline and Rural as shown in Figure 2.

Figure 2: Excerpt from Official Plan – Schedule A



Based on Schedule B (Natural Heritage Features) of the Official Plan, the subject property is entirely located within the Deer Wintering area (Stratum 2) overlay.

Section 4.6 of the Official Plan contains policies regarding Deer Habitat and states that these areas are generally described as areas having dense conifer cover and lands having woody deciduous vegetation within 30 metres of dense conifer vegetation. The proposed Zoning By-law Amendment seeks to recognize the existing use of the property and does not propose any vegetation removal.

Section 4.6 states,

*"In shoreline areas, development shall be situated in locations that will not result in the removal of significant amounts of shoreline vegetation or affect shoreline habitat. Site-specific zoning and site plan control will be used to site development in the most appropriate areas to ensure minimal impact on the natural habitat."*

The Zoning By-law Amendment and Site Plan recognize existing development. No vegetation removal is proposed. The management of the existing vegetation will be maintained through site plan control and will be in accordance with the proposed site plan included as Attachment 1 to this Report. The proposed Zoning By-law Amendment will maintain the character and visually buffer the development from abutting properties and the lake.

Section 4.7 of the Official Plan contains policies pertaining to Fish Habitat. There is an area of Fish Habitat identified on adjacent lands (within 120 metres of the subject property), however no new development is proposed in proximity of the shoreline. The Zoning By-law Amendment recognizes the location of existing development on the lot as does the Site Plan. The proposal conforms to the fish habitat policies of the Official Plan.

Section 4.15 contains policy direction on sewage disposal and water systems, and states *no development shall be permitted unless it can be shown to the satisfaction of the Municipality that there is an adequate water supply and sewage disposal system to service the development.* The Applicant has provided information pertaining to the drinking water system and testing on site which is tested by a Qualified Person daily. This information confirms that the site can be serviced by the existing water and wastewater facilities on site. The Sewage System Assessment prepared by Tekoa Environmental Limited has been included as Attachment 3 to this Report.

Section 5.4 of the Official Plan contains policies that apply to the Shoreline Designation. The proposed use is not identified as a permitted use in the Shoreline designation of Official Plan. The Official Plan permits Tourist Commercial Camps in the Rural designation. As the property has been used as a seasonal camping establishment since 1971 the use is considered to be legal non-conforming in the context of the Official Plan.

Section 5.4.4 the Official Plan contains policies that apply to Tourist commercial activities. These policies require frontage on a municipally maintained road or Provincial Highway and buffering from dwellings on neighbouring lots. The proposed site plan submitted by the Applicant is included as Attachment 1 to this report and includes areas of landscape buffer and preservation areas along the lot lines adjacent to neighbouring lots. Existing access to the property is via Lakeside Trail. The access from Tranquility Trail is for secondary purposes. Both of these access are privately maintained roads. Access from Tranquility Trail will be restricted to emergency vehicles only. The access to the site from Tranquility Trail is recommended to have a locked gate which emergency service providers and the Municipal Roads Department will be able to access.

The uses in the area abutting the Commercial Tourist lands are residential to the north, west, and to the east. The proposed Zoning By-law Amendment and the existing development on the subject property is compatible with the surrounding land uses. In order to enable buffering from dwellings on neighbouring lots, the proposed Zoning By-law Amendment implements restrictions on density and imposes the setbacks from camp sites as required by the Official Plans. The Zoning By-law Amendment identifies setback for development from lot lines and the Site Plan Agreement provides for vegetation protection areas adjacent to properties with neighbouring development.

Section 5.4.4 also includes policies that apply to new Tourist Commercial uses. The existing use of the subject property is for a Tourist Commercial use and the lot is zoned for Tourist Commercial uses.

Section 8.3.1 of the Official Plan contains policies that apply to non-conforming uses. Section 8.3.1 states,

*“Legally existing uses that do not comply with the Land Use designations outlined in this Plan may be zoned to permit the continuation of the use and may provide for limited expansion provided that the Development Policies of this Plan are met. Where a non-conforming use changes, the new use shall be in keeping with the intent of this Plan.”*

In accordance with Section 8.3.1, the subject lands are proposed to be zoned to recognize the continuation of the existing tourist commercial use on the subject property, with detailed site



specific standards recognize the use. The proposed Zoning By-law Amendment includes a site-specific zoning definition for a "Seasonal Camping Establishment" to defining the use to ensure conformity with Section 8.3.1 of the Official Plan. As a result, the Zoning By-law Amendment proposes to recognize and legalize the existing use, and therefore is a permitted use.

Section 4.7 of contains policies pertaining to Fish Habitat. As outlined in this Report, there is no additional development proposed. The application recognizes the existing use and the location of existing buildings and structures. For the reasons outlined in the PPS section of this Report, the proposal conforms to Section 4.7 of the Official Plan.

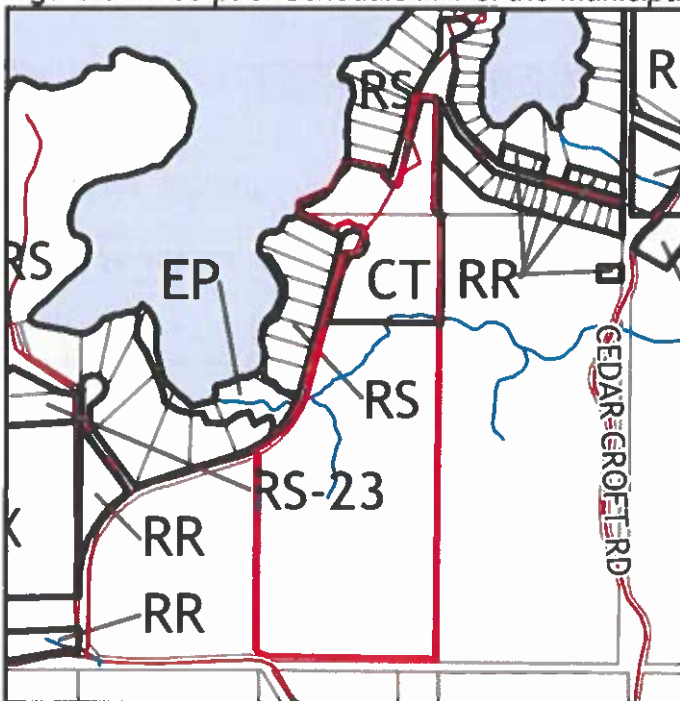
Section 8.4 of the Official Plan states that the Municipality may utilize Site Plan Control to ensure that development in the Municipality is attractive and compatible with adjacent uses and may be applied where special environmental features are required to mitigate impact of residential developments. This report recommends approval of a Site Plan Application.

The proposed Zoning By-law Amendment has considered the impact on natural features, access, character and land use compatibility, site suitability and drainage and servicing. The proposed Zoning By-law Amendment conforms to and implements the policies of the Municipality's Official Plan.

Municipality of Magnetawan Zoning By-law

The subject property is zoned Tourist Commercial (CT) and Rural (RU) in the Municipality's comprehensive Zoning By-law, as illustrated in Figure 3.

*Figure 3: Excerpt of Schedule A-1 of the Municipality's Zoning By-law*



The existing use is located on the portion of the property that is zoned Tourist Commercial (CT). The permitted uses in the CT Zone include the following:

- cabin establishment
- camping establishment
- cottage establishment
- golf course
- hotel
- marina
- motel
- restaurant
- summer camp
- tavern
- tourist establishment
- accessory assembly hall
- accessory convenience store or sub-post office
- accessory detached dwelling

Section 4.10.2 and 4.10.3 contain regulations for permitted uses and camping, cottage and cabin establishments.

The proposed Zoning By-law Amendment includes a number of site specific zoning standards which include:

- Establishing a site specific permitted use for the portion of the subject property that is zoned Tourist Commercial (CT) in order to recognize the historic use of the property.
- Clarifying that the only permitted use is a “Seasonal Camping Establishment” which is defined as follows:

*“Seasonal Camping Establishment” shall mean a use that is occupied on a seasonal basis and includes:*

- 1) camp sites; and,*
- 2) buildings and structures and recreational uses that support the use and are accessory to the use of the camp sites.*

- Providing definitions for a “park model trailer” and “camp site.” Through these definitions is it clarified that they are to be used on a seasonal basis.
- Establishing a maximum of 70 camp sites, a maximum of 25 may be occupied by a park model trailer.
- Providing for additional regulations for tents, travel trailer and recreational vehicles which include a minimum 8 metre setback from the shoreline, a minimum 10 metres setback from lot lines and between park model trailers.
- Establishing a minimum setback from the shoreline for all development, including a Park Model Trailers.
- It is noted that the southern portion of the subject property is proposed to remain zoned Rural (RU).

The proposed Zoning By-law Amendment is included as Attachment 2 to the Report.

In summary, the Zoning By-law Amendment proposes to control the geographic extent of sites on the property, control the location of trailers, and limit the intensity of use by establishing maximum unit permissions for the site and ensuring that it operates on a seasonal basis. The

minimum separation between Park Model Trailers on the subject property are required to be in accordance with the spatial separation requirements of the Ontario Building Code.

The proposed Zoning By-law Amendment and implementing Site Plan Agreement are consistent with the PPS and conform to the Municipality's Official Plan.

**Comments From Departments**

**Fire Chief**

- The fire access route needs to be free from barriers allowing 24\7 access.

**Roads**

- No entrance permit was granted for the boat trailer and overflow parking.

**Building**

- No comments.

**Municipal By-law Enforcement Officer**

- No comments.

**Summary**

The proposed Zoning By-law Amendment reduces the number of permitted uses on the site and establishes site specific zoning standards that reflects the historic use of the site. The proposed Zoning By-law Amendment also proposes to limit the intensity of use of the site.

Based on the analysis outlined in this report the proposed Zoning By-law Amendment will bring the property into conformity with the Official Plan by recognizing the existing use and implementing site specific zoning regulations, thereby implementing the policies of the Municipality's Official Plan. The Zoning By-law Amendment conforms to the Municipality's Official Plan, is consistent with the PPS, and has regard for matters of public interest identified in the *Planning Act* and are good planning.

In accordance with the Municipality's Site Plan By-law, 2010-44, as amended commercial uses are subject to Site Plan Control.

Respectively submitted,



---

Jonathan Pauk HBASc, MSc, MCIP RPP  
Planning Consultant  
MHBC Planning



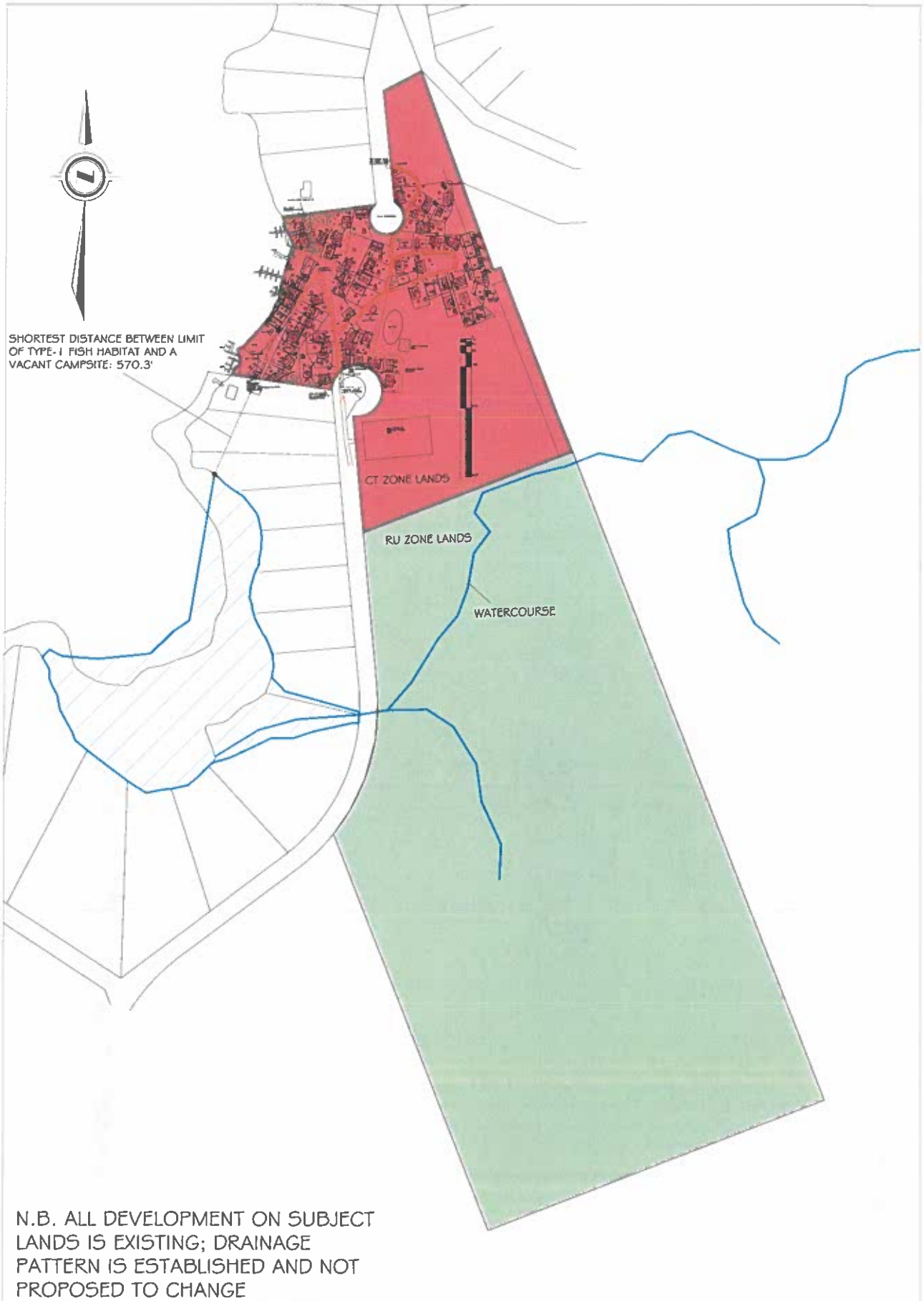
---

Jamie Robinson, BES, MCIP, RPP  
Planning Consultant  
MHBC Planning

- Attachment 1 – Proposed Site Plan
- Attachment 2 – Draft Zoning By-law Amendment
- Attachment 3 – Sewage System Assessment prepared by Tekoa Environmental
- Attachment 4 – Applicant’s Response to Public Comments

# Attachments

# Attachment 1

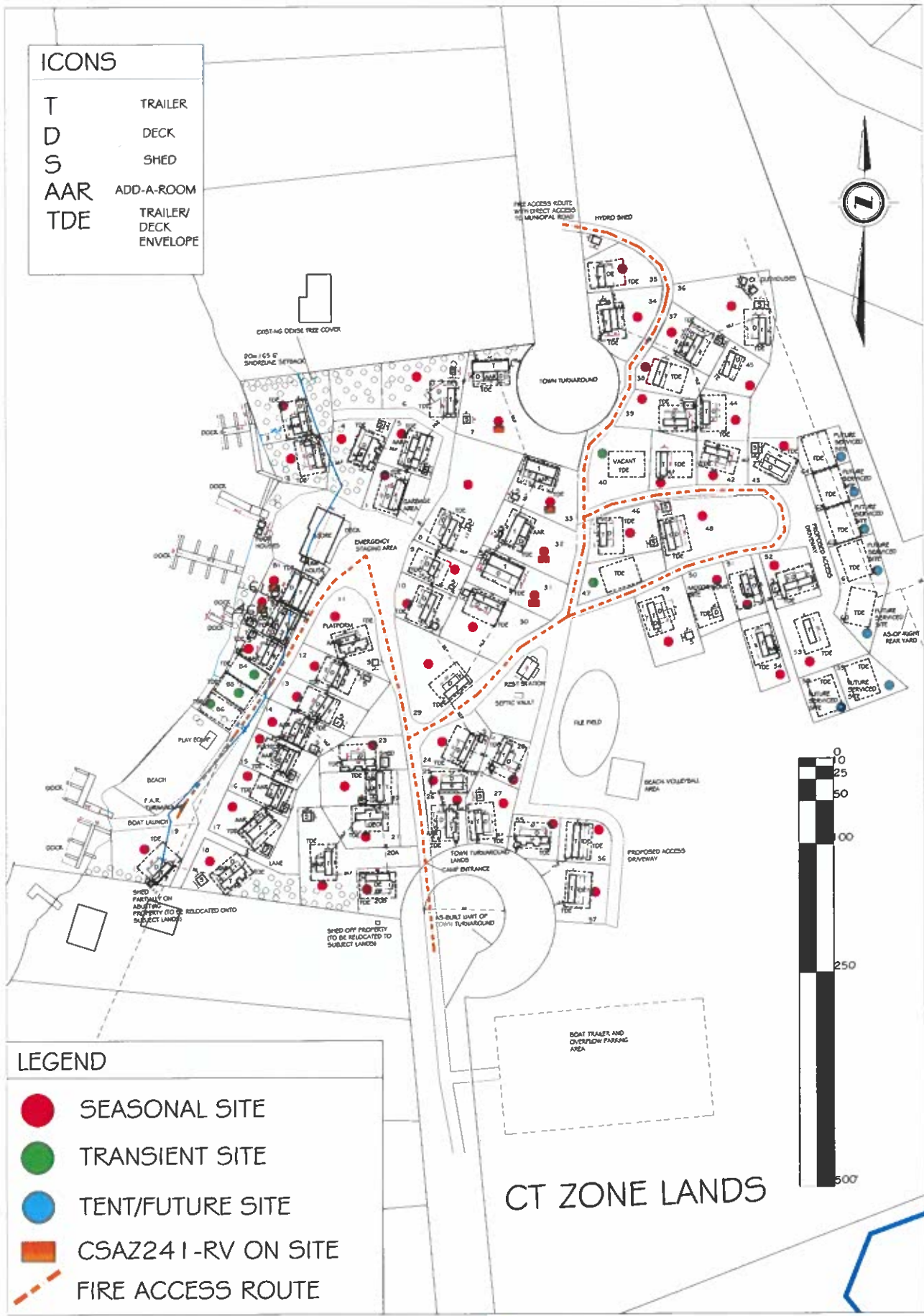


N.B. ALL DEVELOPMENT ON SUBJECT LANDS IS EXISTING; DRAINAGE PATTERN IS ESTABLISHED AND NOT PROPOSED TO CHANGE

PROJECT	LEGAL DESCRIPTION	WAYNE SIMPSON & ASSOCIATES PLANNING AND DEVELOPMENT CONSULTANTS 3-76 KING WILLIAM STREET BLAIRSVILLE, ONTARIO P1H 1E4 TEL: (705) 249-9092 FAX: (705) 749-9094 w@simpson.ca	DATE	NOVEMBER 17, 2020
PROPERTY OVERVIEW	PART OF LOT 17, CONCESSION 4 TOWNSHIP OF MAGNETAWAN (DISTRICT OF PARRY SOUND (EAST)) PCL 12303	FILE No	SCALE	IMPERIAL (AS NOTED)
CLIENT	CAMP KLAHANIE	222	REVISION No	JUN 30, 2022
			FILE NAME	CAMPKLAHANIECONCEPT.dwg

ICONS

- T TRAILER
- D DECK
- S SHED
- AAR ADD-A-ROOM
- TDE TRAILER/DECK ENVELOPE



LEGEND

- SEASONAL SITE
- TRANSIENT SITE
- TENT/FUTURE SITE
- CSAZ24 I -RV ON SITE
- FIRE ACCESS ROUTE

<p>PROJECT: <b>CONCEPTUAL MASTER PLAN</b></p> <p>CLIENT: <b>CAMP KLAHANIE</b></p>	<p>LEGAL DESCRIPTION: <b>PART OF LOT 17, CONCESSION 4 TOWNSHIP OF MAGNETAWAN DISTRICT OF PARRY SOUND (EAST) PCL 12303</b></p>	<p>WAYNE SIMPSON &amp; ASSOCIATES PLANNING AND DEVELOPMENT CONSULTANTS</p> <p>3-76 KING WILLIAM STREET HURONVILLE, ONTARIO P1H 1E4 TEL: (705) 769-9082 FAX: (705) 769-9094 www.waysimpson.com</p>	<p>DATE: <b>NOVEMBER 17, 2020</b></p> <p>SCALE: <b>IMPERIAL (AS NOTED)</b></p> <p>REVISION No: <b>JUN 30, 2022</b></p> <p>FILE NAME: <b>CAMPKLAHANIECONCEPT.dwg</b></p>
---	---	---	---



# Attachment 2

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**  
**BY-LAW NO: 2023-XX**

Being a By-law to amend By-law No. 2001-26, as amended, the Zoning By-law for the Corporation of the Municipality of Magnetawan with respect to lands located on CROFT CON 3 AND 4 PT LOT 17 PCL 12303 SS in the Municipality of Magnetawan, municipally known as 1680 Lakeside Trail, Magnetawan (Roll: 4944 030 00409700).

---

**WHEREAS** the Council of the Corporation of the Municipality of Magnetawan is empowered to pass By-laws to regulate the use of land pursuant to Section 34 of the *Planning Act*, R.S.O. 1990;

**AND WHEREAS** the owner of the subject lands has filed an application with the Municipality of Magnetawan to amend By-law 2001-26 as amended;

**AND WHEREAS** the Council of the Corporation of the Municipality of Magnetawan has determined that no further notice or meeting is required in accordance with Section 34(17) of the *Planning Act*, R.S.O. 1990;

**AND WHEREAS** the Council of the Corporation of the Municipality of Magnetawan deems it appropriate to amend By-law No. 2001-26 as amended;

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

1. Schedule 'A', to Zoning By-law No. 2001-26 as amended, is further amended by zoning a portion of the lands legally described as Concession 3 and 4, Part Lot 17, former geographic Township of Croft and municipally known as 1680 Lakeside Trail in the Municipality of Magnetawan from the "Tourist Commercial (CT) Zone" to the "Tourist Commercial Exception 4" (CT-4) Zone, as shown on Schedule 'A' attached forming part of this By-law.
2. Section 4.10 of By-law 2001-26 is hereby amended adding the following.

**4.10.4.4 Tourist Commercial Exception Four (CT-4) Zone, as amended.**  
*Notwithstanding the provisions of this By-law to the contrary, within the Tourist Commercial Exception Four (CT-4) Zone the following shall apply:*

- a) *Notwithstanding 4.10.1 the following shall be an additional permitted use a "Seasonal Camping Establishment".*
- b) *For the purpose of the Tourist Commercial Exception 4 (CT-4) Zone:*
  - i) *a "Seasonal Camping Establishment" shall mean a use that is occupied on a seasonal basis and includes:*
    - 1) *camp sites; and,*
    - 2) *buildings and structures and recreational uses that support the use and are accessory to the use of the camp sites.*
  - ii) *a Park Model Trailer shall mean a recreational vehicle that is designed to be mobile, and constructed or manufactured to provide a seasonal residence for one or more persons in accordance with CSA Z241, but does not include a travel trailer or tent trailer or trailer otherwise defined in this by-law.*
  - iii) *a Camp Site shall mean a camp site that is capable of accommodating tents, travel trailers, recreational vehicles and Park Model Trailers any or all of which are occupied or used by a holder of a rental agreement or a guest of a holder of a rental agreement on a seasonal basis.*
- c) *Camp sites limitations:*

- i. *A maximum of 70 camp sites are permitted of which a maximum of 25 camp sites may be occupied by a Park Model Trailer;*
- d) *The 185 square metres referenced in the Camp Site definition shall not apply.*
- e) *All provisions of Section 4.10.2 with the exception of subsections 4.10.2 (x) and x) shall apply.*
- f) *Additional regulations for tents, travel trailers and recreational vehicles:*
  - i. *Minimum Setback from Shoreline – 8 metres*
  - ii. *Minimum Setback for a tent, travel trailer, recreational vehicle, Park Model Trailer, sheds, or decks from a Lot Line, other than a front or rear lot line – 10 metres subject to the following exceptions:*
    - a. *Where an existing, travel trailer, recreational vehicle or Park Model Trailer is less than 3 metres from the lot line and replaced with a new, travel trailer, recreational vehicle or Park Model Trailer; the new travel trailer, recreational vehicle or Park Model Trailer shall be a minimum of 3 metres from the lot line.*
    - b. *Where an existing travel trailer, recreational vehicle or Park Model Trailer is less than 10 metres from the lot line but greater than 3 metres from the lot line, any replacement travel trailer, recreational vehicle or Park Model Trailer shall be located no closer to the lot line than the setback of the existing travel trailer, recreational vehicle or Park Model Trailer it replaces*
- g) *Additional regulations for Park Model Trailers:*
  - i. *The minimum required setback from the shoreline for a Park Model Trailer and Deck associated with a Park Model Trailer shall be 20 metres subject to the following exceptions:*
    - 1) *Seasonal Site B1 - 14.6 metres - Park Model Trailer  
- 11.5 metres – Deck*
    - 2) *Seasonal Site B2 - 13.1 meters – Park Model Trailer  
- 10 metres – Deck*

This By-law take effect on the date of its passage, subject to the provisions of Section 34 (30) and (31) of the *Planning Act* (Ontario).

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

**THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN**

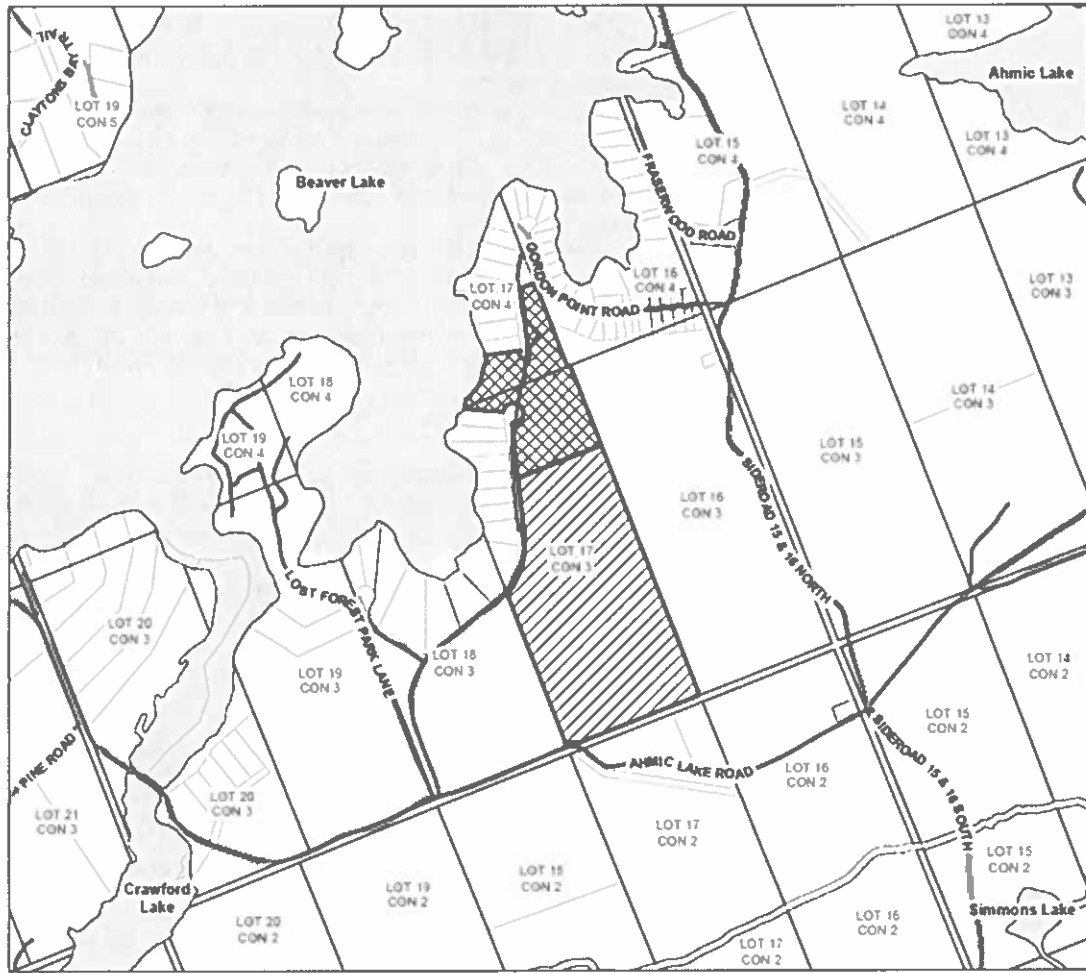
\_\_\_\_\_  
Mayor



\_\_\_\_\_  
Clerk



# Schedule 'A' to Zoning By-law Amendment

1680 Lakeside Trail  
Part of Lot 17, Concessions 3 and 4  
Geographic Township of Croft  
Municipality of Magnetawan  
District of Parry Sound



-  Lands to be rezoned from Tourist Commercial (CT) Zone to Tourist Commercial Exception Four (CT-4) Zone
-  Lands to remain Rural (RU) Zone

This is Schedule 'A' to Zoning By-law  
Passed this \_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_  
Mayor  
\_\_\_\_\_  
Clerk

# Attachment **3**



# Tekoa Environmental Limited

May 3, 2021

Klahanie Campers Corporation  
1680 Lakeside Trail  
Magnetawan, Ontario  
POA 1P0

Attention: Brad Toole

Re: Sewage System Assessment  
File: TEL2021-068

Dear Mr. Toole,

It was a pleasure to meet you at our site visit of Camp Klahanie on April 23, 2021. The purpose of the site visit was to gain a better understanding of the sewage system servicing Camp Klahanie, its layout and operation. The following is a summary of our observations and assessment of the sewage system.

## Observations

The following observations were made during the site visit:

1. All components of the sewage system appeared to be functioning normally. Albeit the system was not in operation at the time of the inspection there were no areas of the system which showed any indication of previous distress to the system. Thus, we concluded the system can handle the sewage load.
2. The septic tank and leaching bed meet or exceed all currently applicable setbacks as stipulated in the Ontario Building Code<sup>1</sup>
3. All sites utilize a leaching pit for greywater treatment and disposal. All pits were explained to be constructed as a 1 m x 1 m x 1 m pit with a perforated 45 gallon drum placed in the approximate centre. All leaching pits save 2 could be confirmed as being at least 15 m from the high water line. The remaining 2 sites to be checked and the pit relocated if required.
4. The septic tank consist of 2 equally sized, single compartment tanks connected in series. The dimensions of each tank were confirmed to be 5 m x 1.9 m with a 1.54 m liquid

---

<sup>1</sup> It should be noted that given the design flow of the sewage system for Camp Klahanie the Ontario Building Code would not be applicable. However, the Ministry of Environment, Conservation and Parks does use the Building Code as a reference guide.



depth. Assuming a 150 mm thick wall the interior dimensions is estimated to be 4.7 m x 1.6 m with a liquid depth of 1.54 m. Thus each tank has a working capacity volume of approximately 11.58 cubic metres (11,580.8 L) Given 2 tanks in series the complete working capacity of the tank is approximately 23.162 cubic metres (23,162 L).

5. A single demand dose pump is located in the effluent end of the second tank. There were no issues observed with the pump and or operation floats.
6. The leaching bed lies to the south of the septic tank across the access road and runs parallel to the access road. Liquid from the effluent pump is discharged into a distribution box located immediately south of the effluent pump. The distribution box splits the flow equally into all laterals of the leaching bed.
7. The leaching bed consists of 2 equally sized cells. Each cell has 8 laterals and each lateral is 30 m in length for a total of 240 lineal meters per cell and 480 lineal meters for the leaching bed. The leaching bed has a good even growth of grass over the bed area and there was no evidence of an equal distribution of effluent over the leaching bed.
8. A soil sample was collected from just outside of the leaching bed area. The soil was observed to be a medium-fine sand with little to no structure (i.e. single grained structure). No evidence of a high water table was noted in the test pit and no water table in known within the leaching bed area within 1.5-2 m of the ground surface. A sample of the sand was forwarded to Englobe in North Bay for analysis (report attached). Based on the analysis the soil is an SW soil with a percolation time of 2-12 mins/cm.

## Discussion

Overall as stated the sewage treatment and disposal methodologies used at Camp Klahanie do not indicate any issues with how sewage is treated and disposed of. The only exception here could be the 2 leaching pits which may be within the required setback of 15 m from the lake high water. As noted it is recommended that a detailed measurement of this be undertaken and their locations confirmed. If necessary these pits should be relocated further back from the water.

As noted a sample of the soil material was collected and sent to Englobe for assessment and analysis. Their report is attached for reference. In their assessment Englobe concluded that the soil was an SW (Well Graded Sand) soil. A more detailed analysis of the soil material shows several factors that indicate that the soil material is poorly graded and is better classified as an SP soil.

Firstly 100% of the soil material is finer than 1.18 mm (#30 sieve) which is at the lower end of medium sand. Removing the medium sand and fine tails of the materials shows that 88.4% of the soil material is fine sand with 54.3% lying in the mid-range of fine sand (between 0.15 and 0.3 mm #100 and #50 sieves respectfully). Thus there is a very narrow range of soil grainsizes.



Secondly, the Unified Soil Classification Systems (USCS) clearly states that an SW soil must have a Coefficient of Uniformity (Cu) of at least 6 and a Coefficient of Curvature (Cz) between 1 and 3. The Englobe report states that Cu is 2.63 and the Cz is 1.34. As both of the stated conditions have to be met the soils cannot be an SW soil as the Cu is less than 6. However, the USCS further notes that an SP soil would have a Cu less than 6 and/or a Cz less than 1 or greater than 3. Since this is a conditional statement of "OR" and the Cu is less than 6 The soil classes as an SP soil. However, the USCS also states that for both SW and SP the fines must be less than 5%. The next fine designation in the USCS is 12% fines with nothing said about soils with fines between 5 and 12%.

Thirdly, accepted coefficients of permeability for the SW and SP soils are  $10^{-1}$  to  $10^{-4}$  cm/s (percolation time range of 1-12 min/cm) for SW and  $10^{-1}$  and  $10^{-3}$  cm/s (percolation time 2-8 mins/cm) for SP soils. A detailed analysis of the grainsize and estimating the permeability coefficient from the grainsize suggests a coefficient of permeability on the order of  $10^{-1}$  cm/sec.

Therefore based on this more detailed analysis we conclude that the soil material at Camp Klahanie is more suitably classified as an SP soil and would have a percolation time between 2 and 8 mins/cm. However, as the SW and SP soils do have an overlap in properties assuming that the soil falls into the mid-range then soils would have a percolation time of between 5 and 7 mins/cm (mid-points of each classification).

Given this we have assessed the leaching pits in use at Camp Klahanie. The results are as follows:

- Maximum sidewall Loading rate is 400/T. Assuming a T= 6 mins/cm then the maximum sidewall loading rate is 66.7 L/sqm/day. As the pit is 1 m x 1 m x 1 m deep the sidewall area is 5 sqm (4 sides and a bottom) thus the maximum flow per day would be approximately 333 L/day.
- Maximum permissible flow under the Building Code is 1000 L/day therefore this sizing is acceptable.

With regards to the main sewage system. We have stated and hold to at this time that this system is more than adequately handling the wastewater it receives for treatment and disposal. Our understanding is that wastewater is received in this tank in one of four (4) ways. Firstly, via the force main from the wet-well at the main office/store building. Secondly, via direct discharge from the attached shower building. Thirdly, via the pumper truck discharge which empties the trailer on-board tanks as required. This volume is around 300 gallons per event and there are usually 2 events per week for a total of approximately 600 gallons per week. Lastly, sewage is received from sewage dollies which a camper will use to empty their own on-board tank. The dollies are approximately 50 gallons in capacity. As discharge events are not tracked the actual sewage volumes handled are unknown at this time.

To estimate the design flow of the existing system we look to the design parameters of the day when the system was installed. Therefore:





## KNOWN PARAMETERS:

Sewage system installed in mid-1970's

Soil Percolation Time = approximately 6 mins/cm

Septic Tank Working Capacity = 23,160 L approximately

Leaching bed = Total Length of pipe = 480 m(l)

Therefore:

Given the septic system was installed in the mid-1970's the volume of the septic tank would have been based on 75% of the daily design sewage flow plus 4500 L.

$$\text{Tank Volume} = 0.75Q + 4500$$

The design flow then would be

$$\begin{aligned} Q &= (\text{Tank Volume} - 4500)/0.75 \\ &= (23,162 - 4500)/0.75 \\ &= 18,662/0.75 \\ &= 24,882 \text{ L/day} \end{aligned}$$

Similarly for the leaching bed the total length of pipe would be based on the design flow times the percolation time divided by 200.

$$\text{Total Length} = Q * T/200$$

The design flow would then be

$$\begin{aligned} Q &= 200L/T \\ &= 200 * 480/6 \\ &= 96,000/6 \\ &= 16,000 \text{ L/day} \end{aligned}$$

We also know that at the time of the installation the accepted flow rate per campsite was 275 L/day. Given Camp Klahanie has and always had 70 sites the estimated design flow would be about 19,250 L/day which falls within the 2 volume estimates above. If we further assume that the design percolation time of the soils was 5 (which would be a reasonable estimate for this soil) the Leaching bed design flow estimate becomes 19,200 L/day which is very close to the per site flow estimate. Thus, we would conclude that the design flow for the Camp Klahanie septic system was approximately 20,000 L/day.



Attached is sketch of the Camp Klahanie septic system showing the approximate location of all components.

## Closure

An assessment of the Camp Klahanie sewage treatment and disposal systems was completed through a site assessment conducted on April 26, 2021 and related desktop calculations. The result of the system assessment is that the sewage treatment systems in use at Camp Klahanie are sized appropriately for the sewage being received and treated on site. All components meet the sizing requirements of the day they were installed and new leaching pits also meet the sizing requirements of today.

The septic system design flow has been estimated from the physical sizing of all existing components and the sizing criteria of the time when the system was installed. Using the current estimate of the soil percolation time and the sizing of all components the estimated sewage system flow for the existing septic system is approximately 20,000 L/day.

Given that there are no proposed changes to the Camp Klahanie operations which would change the amount or type of sewage being generated at this time and the fact that there are no observable issues with the existing system and its operation it is our opinion that no changes to the Camp Klahanie sewage system are required at this time.

Any questions relating to this assessment can be directed to the undersigned

Sincerely,

Alex Campbell  
Senior Project Manager  
Tekoa Environmental Limited



# Tekoa Environmental Limited

CampKlahanie, Magnetawan ON  
Sewage System Assessment

May 3, 2021  
Page 6



# Attachment **4**

We are concerned about the misinformation, assumptions and misinterpretations of the process we are involved with. We have made it perfectly clear that our intentions with the zoning bylaw amendment is not to change anything that is not already existing. For some reason our neighbours think our intentions is to rezone the entire property to commercial and expanded. This has never been our intentions and it is clearly stated on our application so all reference to this falsehood should be addressed and corrected with the cottagers.

Please find our responses to all the concerns and accusations made below. Our comments will be RED.

#### Comments received to date regarding Camp Klahanie (April 29, 2021)

There is an email going around with to neighbours with these points. I have not been able to get a copy of what's going around:

*Triggered by the implementation of the turning circles on both the north end (Tranquility Trail) and south end (Lakeside Trail) there has been heightened involvement of the Municipality with the camp owners.*

*The camp had been served with notices to vacate Municipality owned lands, removing all trailers, decks and outbuilding including underground infrastructure – (where the turning circles are designated by the legal official plan). During this process it was determined that the camp had several trailers that did not fall into the “travel trailer” class per the camp's current zoning by-laws. There are in fact four season dwellings that were installed without permits and MPAC involvement: additionally they had no formal registered plan with the municipality so they are required to develop one thus the Camp has engaged planners and are currently working with the municipalities planners so together they can develop and “official plan” of what actually compromises Camp Klahanie. Camp Klahanie has zero 4 season trailers on the property. All trailers are 3 season, recreation vehicles only.*

*Below are a few of the concerns that have been raised in conversations with our surrounding cottage owners and from an email provided by Camp Klahanie. There is unfortunately no way to be 100% on all of the camps requests until the official plan is released to the public. Everyone needs to form their own opinion and assemble their own puzzle with the pieces provided. Any concerns you have can be voiced by you to the town:*

*They are requesting to have the additional property they own rezoned to Commercial Tourism from Rural Residential. The camp is currently zoned commercial tourism on < 30 acres this would almost triple the size of the camp if allowed. At no time did we ask for the rural-residential to be rezoned and it is not on our zoning amendment application.*

- *Camp Klahanie is applying to have permanent driveway access from both Tranquility Trail (qty 1) and Lakeside Trail (qty 3). False. No application has been submitted. We inquired if we had access from our existing points of entry and how to apply if we wanted more.*
- *Camp Klahanie are applying to have 71 full time seasonal sites – with the intention of having four season mobile homes occupy all sites in the future. False. We have no 4 season mobile*

homes as of now nor do we have any intentions to expand. We have already shown in our application that since the time of our purchase to now we have actually reduced, NOT increased, the amount of sites from 91-sites to the current 71 that was submitted with the site plan from the planner.

- We currently have 6 model CSA-Z241 park model 3 season trailers. They are not mobile home nor are they 4 season. Those would be considered a CSA-Z240MH which is not the models or class we have. The ZBA process was primarily instigated by the definitions in the municipal zoning by-law because in the definition of a mobile home it includes reference to Z240 and Z241. The Z241 model is not a mobile home in the industry. In fact, it is designed and constructed for 3-season use only.
- *This new plan will override all existing by-laws currently in play – removing the density requirements in relation to shoreline footage which all other property owners have to abide by per by-laws. Max allowed density for the camp is currently 40 based on their 795’ of lakeshore; they are currently at 70 trailers as per the deputation presented by Camp Klahanie to town council. The Camp was purchased with 40 seasonal serviced sites – and they have aggressively added 30 additional serviced sites since possession. False. At the end of this document, please see the attached site map that was prior to our ownership showing 95 sites We are now at an active 56 seasonal trailer sites for the 2021 season, but have 71 existing sites*
- *If access is granted onto Tranquility Trail the burden of all road maintenance falls directly on the shoulders of the owners on Gordon Point Road and Tranquility Trail. Traffic as well as wear and tear would increase significantly. Resulting in worsening condition of the road thus higher road fees and most importantly a serious safety concern! This would also be in direct violation of an existing bylaw within the municipality official plan (available on the town website) that states a commercial business must come off a municipality maintained road which neither Gordon Point Rd or Tranquility trail is. Same applies to Lakeside Trail. Misinformation. The camp simply asked if we could use the existing entrance on Tranquility Trailer as a temporary measure if needed we did not apply for a permanent entrance. Please note that this driveway has been in existence since 1972.*

Re: Lakeside Trail – addressed below.

- *If four season trailers are allowed what will be the restrictions of keeping this a seasonal campground? Potentially resulting in an additional 70 full time residents on our lake and waterway?!? False Assumption. We have no current 4 season trailers nor any intentions of bring in any. We are a seasonal family campground since 1971 and do not allow 4 season trailers. Our operational season is May to October annually.*
- *With the increase in camping sites what will be the impact of crime and mischief as it was previously to the surrounding property owners? False. We have decreased our sites, not increased. There has not been any crime that has been reported to us or the OPP to our knowledge since we have owned. Please provide any and all reports, dates and details as we take this accusation very seriously. We are a family campground.*
- *How much will the amount of noise increase with the increased density? The weekend music and noise that is already happening from Camp Klahanie is already disturbing as is. We have*

decreased, not increased the trailers in our park. Under prior ownership there was no noise restrictions or policy on noise that we were aware and since we purchased the business we have implemented and enforced a policy.

- *How much will the property values decrease due to this?* The campground existed before the cottages were built. The original campground owner owned all the land bordering us and was severed off and sold for individual cottage properties. There is no further impact to their property values as the campground existed before their cottages did so they purchased knowing the property usage.
- *What prevents a large corporation from purchasing the property in the future for development?* Nothing. We are free to sell at our discretion. However, it is not our intention to do so and wish to remain as family campground.
- *Is the septic up to required standards? What is being done to sewage and grey water is handled properly and not intentionally drained out polluting the surrounding land as has been done before?* We have completed a septic inspection as part of our due diligence and requested as part of the ZBA process and the results are stated in the report that our septic system is in perfect working order and exceeds the requirements to support our existing sites, which has been forwarded to the Municipality.
- *What are the effects on the water way – fishing pressure, water pollution, boat traffic / excessive shoreline erosion, etc. – will the camp be required to complete all of the environmental studies? There has already been 1 death recently directly resulting from increased water activity on this lake. We do not police the waterways, this is left to the OPP and Transport Canada. We had zero responsibility for the tragic death on our lake. We have decreased the amount of trailers in our campground. Since this is not an expansion the impact has already been established. No new development is occurring that would trigger any additional studies other than the septic and water assessments.*
- *Have there/will there be environmental studies on the impact of this on the wildlife and surrounding land?* There is no impact as the camp has existed for 50 years. Since 2011 we have decreased, not increased, our sites. This is addressed in our application.
- *What will be the effects on road traffic? Traffic studies? Have there been studies on this?* We have decreased, not increased, our sites. We have changed our business model from a transient campground to a seasonal family park. This reduces the amount of traffic and trailers traveling into camp.
- *What impact will that have on internet speed and bandwidth? Will this affect the surrounding property owners? Have there been studies on this?* We do not offer wifi services. There is no impact.
- *What will be the impact of the additional hydro consumption and requirements? Will this affect the surrounding property owners? Have there been studies on this?* When we purchased the park, the first major investment we made (over \$200,000) was to bring our hydro services within the park up to current ESA standard. All work was done by a certified electrician with Hydro One approval. On top of that, the camp paid for our own new transformers to supply our power. There is no impact to the cottagers and improves our efficiency.
- *If the camp's additional (30) sites were cottages and followed the 300' width rule for lot frontage - as all other people and lots have to - their expansion since purchase would have consumed the equivalent of 2.74 km (9000') of shoreline! We are zoned commercial tourism (CT) and are allowed to operate a seasonal campground. We have not expanded and have decreased in size. This is addressed in the planning report prepared by WSA.*
- *Neighick (Beaver) Lake – in 2001 had a remaining capacity for development of 10-20 seasonal lots – from the municipalities Appendix 1 – Lake Shore Capacity Chart. (Attached and*

*below). Those would have likely been used in Claytons Bay and surrounding areas already. We are zoned commercial tourism (CT) and are allowed to operate a seasonal campground. We have not expanded and have decreased in size.*

**These are the comments I have received to date:**

**April 04**

I want to clarify information about road maintenance of Lakeside Trail. In 2020, Camp Klahanie only contributed half of their portion towards maintenance of the road. All other Lakeside Trail and Holson Ridge Lane residents contributed their full share. Camp Klahanie initially wanted to pay nothing in 2020 but contributed half of their share only after much discussion with the road committee. *False. We have the accounting record to confirm that the Lakeside Trail and Holson Ridge Lane residents also only contributed 50% of their 2020 share. Camp Klahanie entered into a 5 year agreement with the Lakeside Road Association (that we are part of) to contribute 70% of the annual road budget and the cottagers contribute 30%.*

As a Mom I am concerned about safety on the roads and in the water. Many Camp Klahanie residents bring ATV's, dirt bikes and motorized watercraft for their use. I have witnessed many young people and children on ATV's and dirt bikes wearing no helmets and driving at high speeds on Lakeside Trail. With increased trailer and vehicle traffic from Camp Klahanie along with pedestrians walking on Lakeside Trail, this is not safe for anyone. Who is liable if an accident occurs on Lakeside Trail involving underage drivers on ATV's and motorbikes? *ATVs and Motorbikes are governed under the traffic act. Please, if you see anything dangerous or illegal like someone traveling at high speeds without helmets, we encourage you to call the Police. This is not a Camp Klahanie matter to enforce off of our property. We agree with this concern and hope as a community we can encourage properly use of recreation vehicles as we see so many of our neighbouring cottagers who have ATVs, dirt bikes and motorized watercrafts and misusing them.*

High speed motorized watercraft adds to the risk for accidents on the water, and I'm worried about the safety of all boaters and swimmers. *We do not police the waterways. Our swim area is roped off for the safety of our campers.*

I am aware of Camp Klahanie's intention to change their operations, and look forward to participating in a consultation process that involves all affected property owners. *Interesting comment as Camp Klahanie has no intentions of changing our business model.*

**April 05**

It has recently come to my attention the Board of Directors has approached the municipality for permission to add several access points off of Lakeside Trail into the park. I object to this for many reasons.



1) Lakeside Trail is currently maintained by contributions from both the cottagers and the campground. When one looks at the movement of vehicles on Lakeside Trail, one quickly realizes that the greatest percentage of vehicles head to Camp Klahanie. Unfortunately they do not pay an equivalent percentage towards the maintenance of Lakeside Trail and in fact, in 2020 they only offered one half their usual input amount. We pay 70% of the annual budget to the Lakeside Trail Road committee. Also, we would like to note that the most damage done to the road happens in the Spring thaw when we are not even at the park. Our extremely generous contribution of 70% more than covers our requirements. In 2020 we paid 50% (or our 70%) however the cottagers also only paid 50% of their requirement (30% of overall budget). Due to the impact of Covid on our small business and financial loss, we deferred the 50% from the 2020 budget into the 2021 budget which we have intentions of paying.

2) The current access afforded to Camp Klahanie off Lakeside Trail is an access road that originates at the newly constructed turnaround, constructed by two of the property owners adjacent to Camp Klahanie to delineate the end of Lakeside Trail as approved by your council. By allowing the campers to access the park through the turnaround we are defeating the whole purpose of the new turnaround. Our address is 1680 Lakeside Trail designated by the municipality.

3) The campground portion of Camp Klahanie is zoned commercial and as per the Magnetawan bylaw 5.4.4, the camp is required to have its own access from the municipally maintained road. Currently the only access into the campground is from Lakeside Trail that is not maintained by the municipality. It is my understanding that the property owned by the co-owners of Camp Klahanie includes frontage on Ahmic Lake Road making this a viable correction to this issue. Our address is 1680 Lakeside Trail designated by the municipality. Camp Klahanie only operates from the Commercial Tourism zoned (CT) property.

4) It is my understanding that the Board of Directors for Camp Klahanie has approached the township requesting permission to add several additional access roads off Lakeside Trail. Again, this is clearly in contravention of bylaw 5.4.4. and is definitely not desirable by the property owners along Lakeside Trail. We have not applied for any additional driveway accesses at this time, however the camp was instructed by the municipality that we can apply for driveway off of Lakeside Trail once our ZBA process is completed.

If I am not interpreting the bylaw properly and/or the township does not agree that the camp is required to meet Bylaw 5.4.4 to provide access off Ahmic Lake Road, then ultimately the cottagers are forced to continue to share Lakeside Trail with the campground. I must still object to multiple access points being allowed into the campground off this road. In this case, Camp Klahanie should be allowed only one access point off Lakeside Trail and ideally it would be at the bottom of the hill, after the shallow creek, where the cottages start. At that point, the road to Camp Klahanie could veer to the right taking the traffic away from the cottage properties. This would avoid the use of the turnaround access to the store. It would then be up to the camp Board of Directors to determine where the roads within their property should be constructed.

In light of the loss of campsites (thank you for acknowledging that we have had a loss/reduction in campsites, not an increase) due to the recent construction of the turnaround, it would not surprise me to discover that the Camp Klahanie Board of Directors is also requesting to convert part of the property currently zoned rural to commercial zoning to allow for the addition of several trailer sites. Please do not make any assumptions on our business plans. We have not applied to change the zoning on the existing rural zoning. It remains as is. As a past camper at Camp Klahanie (1989 - 2010), I am shocked at the increase in traffic both on the roads and on the lake over the last 10 years. It is shocking to see how many new cottages have been built just in the last 5 years or so. (Thank you for pointing out that the increase in traffic on the road and the lake is the built up of cottagers and not the size of our camp which has been reduced) In the interest of maintaining the environment, reducing the noise pollution and traffic and reducing the human density levels on the lake, I would implore the council to set limits on the size of trailers as well as the density of trailers inside the park. I believe it would be socially responsible for the township to deny any increase in the size of the commercial portion of Camp Klahanie. (Thank you for

your opinion. We have not applied for a rezoning to increase the existing density) It would be terrible to increase the size of the park, allowing bigger and bigger trailers until eventually it becomes a mobile home park for Snowbirds who head to Florida or Arizona for the winter. We have zero mobile homes and we are a seasonal family campground and are not a mobile home park. This can't be stressed enough.

As a property owner on Lakeside Trail, I would appreciate being apprised of any requests made to the township by the Board of Directors of Camp Klahanie that would adversely affect the environment, the peace and quiet as well as my property value.

#### April 06

It has come to our attention that Camp Klahanie is in the process of applying to the Township for changes to their operations that could negatively impact not just us but all neighboring residents and area users of the lake. I am not aware of the specifics of their application at this time. However, we have learned that the camp's planner and the Township planner are in some stage of dialogue regarding this matter. More important, I am not aware of any public outreach regarding this application. Therefore, I wish to share with you our concerns about the camp and any plan to expand it.

It is important to note that we are not opposed to the camp, but we have concerns. The camp contributes to the summer maintenance of the road recognizing that most of the traffic is in connection to their residents and paying guests. All residents of Lakeside Trail and Holson Ridge Lane contribute to this ongoing road maintenance program. However, their annual contributions are always not assured as was the case last year.

We have the following growing concerns about the current camp operation which will likely become exacerbated should their operations be allowed to expand:

1. Traffic on Lakeside Trail is increasing dramatically with a noticeable volume of heavy trucks and RV trailers. This increasing volume of traffic is more damaging to the road for which the camp seems unwilling to address (i.e. reducing the slope of Lakeside Trail as one enters it off Ahmic Lake Road) for a longer-term solution to "wash-boarding". This changing traffic volume and associated road quality issues is adding more risk of accidents with uncertainty of who is liable. Traffic has decreased as we have more seasonal campers and less transient campers. We also generously contribute 70% for all road improvements. We actually installed a gate at the end of our property on Tranquility Trail to stop excess traffic from using the camp as a thru way.
  - a) Lakeside Trail is used by many residents for multiple purposes such as biking and walking. Given the narrow width of the road increased traffic alongside these other uses is incompatible and dangerous.
  - b) We understand that the camp has its own road right-of-way to Ahmic lake Road that if developed by the camp would mitigate most of the traffic related concerns. If the camp's application to increase operations is approved then we ask that the camp be instructed to develop their own road access to Ahmic Lake Road **The Commercial Tourism (CT) zoned property that Camp Klahanie runs from is at 1680 Lakeside Trail. The rural residential zoned property is not part of the park.**
2. Noise levels (both on land and water) from the camp are increasing proportionally with the volume of camp residents and guests. We share a common area of the lake with the camp and

other properties. Boating traffic has increased along with noise from such activities. Although all boat activity is not from the camp, I have observed over the past 5 years that most of such traffic in our bay area is linked directly to it. You also note that having their own road access to Ahmic Lake Road does not resolve noise and water safety issues. **We do not understand this comment.**

3. **Potential for water-related accidents** is on the rise. We are concerned that the rise in boating activity is a growing safety risk. I have personally been affected when using our canoe or paddle boat along the shoreline from speeding motorized watercraft. Please note that a serious accident occurred in this area of the lake. **The tragic death on the lake had zero connection to our camp. Any concerns about waterway safety should be addressed with the police.**

As previously stated, the current operation of Camp Klahanie with already increasing resident and guest volume is of some concern. If the camp application is to further expand its operations these concerns are exacerbated. **False. The camp has NOT applied for further expansion. We have decreased in size since purchasing the park.**

I wish to conclude by reminding ourselves of your Official Plan with attention to Section 5.4.4.

#### 5.4.4 Tourist commercial activities shall have frontage on a maintained municipal roadway or Provincial Highway and be buffered from dwellings on neighbouring properties.

New tourist commercial developments will require an amendment to the Zoning By-law. Notice of such applications shall be given to property owners within 400 metres (1000 ft.) of the subject lands and affected Cottage Owners Associations. Public meetings for these proposals shall only be held during the summer season, between Victoria Day and Thanksgiving.

It appears to me that Camp Klahanie does not meet your plan requirement for frontage on a maintained municipal roadway and be buffered from neighbouring properties. If prospective changes to the camp operations introduce a change in land use and type of operation, I would expect that all affected property owners will be consulted in the summer season. **This was addressed in the WSA planning rationale report.**

#### April 09

Residents of Lakeside Trail have informed me that Camp Klahanie has applied for a zoning amendment. This will increase the traffic on our road that we are currently trying to upgrade. The Camp is unwilling to contribute to the maintenance of the road. During the summer months the dust from the heavy trailers, ATV's and trucks is terrible. **This statement is inaccurate. We paid 70% of the annual road maintenance and repair. Every contributor for 2020 did a reduction in their contribution. See above.**

Also I'd like to address the noise that these vehicles make at all times of day and night. Our home is roughly 300 M from the road so we get lots of dust & noise.

Now my husband & myself are not opposed to them expanding their operation but we do understand they have right of way access from Ahmic Lake Road if they wish to maintain current and increase residents. **Already addressed above. No plans for expansion.**

#### **April 26**

we wish to express our strong objection to the proposed expansion and re-zoning requested by Camp Klahanie. We have copied the concerns below, from the email recently sent to the "Gordon Point Property Owners" membership. We completely concur with the issues raised herein.

In addition you are aware through our previous conversations/emails regarding the road maintenance on Tranquility Trail & Gordon Point Road that this is designated as a "private road" and is maintained by the property owners on these roads and the grant entitlement is dependent on the ratio of participants. Allowing access to these roads by Camp Klahanie would compromise this maintenance program and grant application and therefore if allowed might infer that the Municipality will be making these roads "public roads" maintained by the Municipality. Obviously the damage from use by trailers and increased traffic would be considerable for this fragile road structure/surface. **This statement is inaccurate. We paid 70% of the annual road maintenance and repair. Every contributor for 2020 did a reduction in their contribution. See above.**

We are very concerned cottage owners and feel the Municipality should continue their efforts to limit the Camp expansion for the safety of all and continued protection of our environment and limit of traffic on the total Magnetawan river and Ahmic lake system. **We have not applied for expansion.**

#### **April 26**

We are writing today to express our concerns regarding the proposals that Camp Klahanie is requesting and how it will impact the cottagers and residents of Niaghick Lake.

From what we understand:

Camp Klahanie is applying to have permanent driveway access from both Tranquility Trail (qty 1) and Lakeside Trail (qty 3). **Inaccurate. We have not applied.**

Camp Klahanie are applying to have 71 full time seasonal sites – with the intention of having four season mobile homes occupy all sites in the future.–**Inaccurate. Previously answered above.**

The following are our concerns:

\* This new plan will override all existing by-laws currently in play – removing the density requirements in relation to shoreline footage which all other property owners have to abide by per by-laws. Max allowed density for the camp is currently 40 based on their 795' of lakeshore; they are currently at 70 trailers as per the deputation presented by Camp Klahanie to town council. The Camp was purchased with 40 seasonal serviced sites – and they have aggressively added 30 additional serviced sites since possession.

inaccurate. When we purchased the park, the site map was for 91-sites. We have reduced sites since purchase. The density conforms as noted in the WSA planning report. This is an existing situation, witch should be subject to grandfathering provisions.

Please note we will only make comments moving forward for any new concerns below, not ones already addressed and answered.

\* If access is granted onto Tranquility Trail the burden of all road maintenance falls directly on the shoulders of the owners on Gordon Point Road and Tranquility Trail. Traffic as well as wear and tear would increase significantly. Resulting in worsening condition of the road thus higher road fees and most importantly a serious safety concern! This would also be in a direct violation of an existing bylaw within the municipality official plan (available on the town website) that states a commercial business must come off a municipality maintained road which neither Gordon Point Rd or Tranquility trail is. Same applies to Lakeside Trail.

\* If four season trailers are allowed what will be the restrictions of keeping this a seasonal camp ground? Potentially resulting in an additional 70 full time residence's on our lake and waterway?!

\* With the increase in camping sites what will be the impact of crime and mischief as it was previously to the surrounding property owners?

\* How much will the amount of noise increase with the increased density? The weekend music and noise that is already happening from Camp Klahanie is already disturbing as is.

\* How much will the property values decrease due to this?

\* What prevents a large corporation for purchasing the property in the future for development?

\* Is the septic up to required standards? What is being done to sewage and grey water is handled properly and not intentionally drained out polluting the surrounding land as has been done before?

\* What are the effects on the water way – fishing pressure, water pollution, boat traffic / excessive shoreline erosion, etc. – will the camp be required to complete all of the environment studies? There has have already had 1 death recently directly resulting from increased water activity on this lake.

\* Have there/will there be environmental studies on the impact of this on the wildlife and surrounding land?

\* What will be the effects on road traffic? Traffic studies? Have there been studies on this?

\* What impact will that have on internet speed and bandwidth? Will this affect the surrounding property owners? Have there been studies on this?

\* What will be the impact of the additional hydro consumption and requirements ? Will this affect the surrounding property owners? Have there been studies on this?

\* If the camps additional (30) sites were cottages and followed the 300' width rule for lot frontage - as all other people and lots have to - their expansion since purchase would have consumed the equivalent of 2.74 km (9000') of shoreline!

\* Neighick (Beaver) Lake – in 2001 had a remaining capacity for development of 10-20 seasonal lots – from the municipalities Appendix 1 – Lake Shore Capacity Chart. (Attached and below). Those would have likely been used in Clayton's Bay and surrounding area already.

It is only fair that the tax payers on the lakes that will be affected, in particular Neighick Lake, receive answers to the above concerns. We would also like to be made aware of when, where and how this information will be made public before any decisions are made. Again, in fairness to all, a meeting should be conducted during the summer when the majority of cottagers and residents are available.

Please do not use this time of Covid to avoid some form of formal gathering. If it cannot be done publicly this summer then it should have to wait until everyone has a chance to provide input in a public forum.

As of now, all communication has been here say and is causing a great deal of anger and frustration amongst those who have been made aware of this proposal. **Yes, we agree there is a lot of misinformation and misguidance on what we have been ordered to do by the Municipality.** Others are not even aware that this is being considered. The consequences of a proposal of this magnitude are far reaching and will affect this lake forever. It is hoped that the decisions made will take into consideration future generations and the health of this lake and not just be about money, which without any explanation so far, seems is the case.

We anxiously await answers to the above concerns.

#### **April 27**

I understand there is an application to have a significant increase in the density of camp Klahanie. I would like to go on the record as opposing this, as well as opposing access to Tranquility Trail. **Once again, this is inaccurate. There is no application to increase the density at Camp Klahanie.**

The entire purpose of buying a cottage in this area is to get out of the city and into a more tranquil environment **The camp was established before any cottagers were built.**

#### **April 27**

My husband and I are property owners on Neighik Lake and understand that there are issues occurring at Camp Klahanie that we were not aware of and have been unable to find any details of online, nor is there any notice at the entrance of the Camp. So what we are hearing is literally word of mouth and we are not sure what to believe so I would appreciate knowing what exactly is going on with the Camp and why we as property owners, who are/will be effected by these infractions or possible by law amendments, were not notified.

I understand there are several current infractions that do not currently meet bylaw requirements and am extremely concerned as to why bylaws are not being enforced prior to allowing anything further

(including submitting a plan to the municipality) to proceed before those current infractions have been addressed before consideration is given to anything else.

It appears the Camp has been able to have additional trailers on their property, without permits, or paying the respective taxes associated therewith, without incident for years. We understand they wish to expand that number by rezoning the property to Commercial Tourism, which has the potential of tripling the size of the Camp. I have a great concern on what this impact will have on our lake and surrounding area, let alone what this will do to our property value. Another concern is what would happen to the property should they decide to sell the property in the future with it being rezoned. **This has been answered above. Your concerns are all here say and Inaccurate.**

We understand all of this really started with a road issue (Lakeside Trail and Tranquility Trail), which does not immediately effect us, however; I am under the impression that the Camp must be operated off of a municipal road, vs a road that is privately maintained. The use of the municipal road surely does effect us. We as taxpayers pay to maintain that road, which underwent repairs not too long ago (at a huge expense) and again, is in a state of repair. The municipal road also recently had the speed limit increased to 80, and with added traffic coming and going from the Camp, it is a recipe for disaster and a cause for great concern. It is already a cause for concern, without the added traffic. There have been numerous occasions where we have almost been run off the road as it is. **Again, we have reduced the traffic to the road. We pay taxes also. We contribute to the road improvements on Lakeside Trail.**

This does not include our extreme concern for waterway traffic. We have had the pleasure of dealing with visitors to the camp driving their jet skis and what not in our bay like absolute jerks, and being exceptionally close to our dock. I have even yelled at some as there are kids and dogs swimming, for which they have absolutely no regard. They also tend to fish less than a foot off of our dock, which again, is not appreciated but tolerated because we have no choice in the matter. There has already been one death on this lake caused by stupidity and jet skis. **This horrible tragic death has NOTHING to do with the camp.** Don't even get me started on the noise, which we can hear across the lake every weekend. **There is no way to know that the increase in traffic on the road or lake and the noise is coming from Camp Klahanie if you are 'across the lake' and there is another park (Lost Forest) between us and you. The lake has many residence, visitors and NEW developments.**

We also have extreme concerns on what impact this will have on our environment and wildlife. I would expect a feasibility study, and an Environmental Impact Statement to be done/required on this property and readily (and easily) available to ALL property owners on this lake so we can all make an informed decision versus what we all went through when the gravel quarry matter came to light. **Once again, inaccurate statement. There is no application to increase the density at Camp Klahanie. We are very proud of the fact that for many years we have qualified and approved for the Managed Forest program through the Provincial government. We also have a no hunting policy on our property.**

As you can see, we are extremely concerned about this matter on many levels and would appreciate receiving the full details so we can make an informed decision on how we proceed with the matter.

If you could please advise of exactly what the bylaw infractions are and what is being done to address same, it would be appreciated. We would also like to know how we as seasonal property owners have

our official say in the matter before something gets passed in the off season when most cottagers have left for the season and end up with no say in the matter.

**April 28**

We are writing to voice our concerns below with regards to the rumors we have been made aware of transpiring at Camp Klahanie.

- Camp Klahanie are applying to have permanent driveway access from both Tranquility Trail (qty 1) and Lakeside Trail (qty 3). **Inaccurate statement.**
- Camp Klahanie are applying to have 71 full time seasonal sites – with the intention of having four season mobile homes occupy all sites in the future.
  - This new plan will override all existing by-laws currently in play – removing the density requirements in relation to shoreline footage which all other property owners have to abide by per by-laws. Max allowed density for the camp is currently 40 based on their 795' of lakeshore; they are currently at 70 trailers as per the deputation presented by Camp Klahanie to town council. The Camp was purchased with 40 seasonal serviced sites – and they have aggressively added 30 additional serviced sites since possession. **Once again, inaccurate. There is no application to increase the density at Camp Klahanie.**

**Everything below has been addressed and answered.**

- If access is granted onto Tranquility Trail the burden of all road maintenance falls directly on the shoulders of the owners on Gordon Point Road and Tranquility Trail. Traffic as well as wear and tear would increase significantly. Resulting in worsening condition of the road thus higher road fees and most importantly a serious safety concern! This would also be in a direct violation of an existing bylaw within the municipality official plan (available on the town website) that states a commercial business must come off a municipality maintained road which neither Gordon Point Rd or Tranquility trail is. Same applies to Lakeside Trail.
- If four season trailers are allowed what will be the restrictions of keeping this a seasonal camp ground? Potentially resulting in an additional 70 full time residence's on our lake and waterway?!
- With the increase in camping sites what will be the impact of crime and mischief as it was previously to the surrounding property owners?
- How much will the amount of noise increase with the increased density? The weekend music and noise that is already happening from Camp Klahanie is already disturbing as is.
- How much will the property values decrease due to this?
- What prevents a large corporation for purchasing the property in the future for development?
- Is the septic up to required standards? What is being done to sewage and grey water is handled properly and not intentionally drained out polluting the surrounding land as has been done before?
- What are the effects on the water way – fishing pressure, water pollution, boat traffic / excessive shoreline erosion, etc. – will the camp be required to complete all of the environment studies? There has have already had 1 death recently directly resulting from increased water activity on this lake.
- Have there/will there be environmental studies on the impact of this on the wildlife and surrounding land?
- What will be the effects on road traffic? Traffic studies? Have there been studies on this?



- What impact will that have on internet speed and bandwidth? Will this affect the surrounding property owners? Have there been studies on this?
- What will be the impact of the additional hydro consumption and requirements? Will this affect the surrounding property owners? Have there been studies on this?
- If the camps additional (30) sites were cottages and followed the 300' width rule for lot frontage - as all other people and lots have to - their expansion since purchase would have consumed the equivalent of 2.74 km (9000') of shoreline!
- Neighick (Beaver) Lake – in 2001 had a remaining capacity for development of 10-20 seasonal lots – from the municipalities Appendix 1 – Lake Shore Capacity Chart. (Attached and below). Those would have likely been used in in Claytons Bay and surrounding area already.

#### April 29

As a resident of Beaver/Neighick Lake it has come to our attention that Camp Klahanie is applying for an "official plan" and for zoning changes. We are very interested in what changes they are asking for.

One of our major concerns is the owners have a reputation of not following any Municipal by-laws and will continue to aggressively pursue their agenda with the mindset of "do what we want and ask for forgiveness later". One, of many, examples is they have not yet complied with the existing notices served to vacate the Municipality owned lands in order to create a turnaround at the end of Tranquility Trail. They continue to disrespect the orders. It has been years of non-compliance. This causes the neighbouring residents and the municipal staff turmoil and unnecessary legal fees. We are concerned that whatever plan is approved the camp owners will require constant surveillance to ensure that the rules are followed.

We had no issue with the size of the previous campground. **Amazing! Since we have not increased 😊** We believe that a campground is an excellent way for people to enjoy our area in a camp setting but we did notice increased traffic on the lake as the new owners have been adding illegal sites. The added traffic on the lake has already caused one fatality as too many boats were sharing the larger open portion of the lake. **What illegal sites? When we bought the park we eliminated any-sites that were we were unsure of their status.**

We strongly oppose any rezoning of the property. Zoning is a very powerful tool and rezoning is a very serious issue. Rezoning would allow a large, even foreign corporation to purchase the property for development. **False statement. We are not rezoning, simply only exceptions being added on the existing CT zone primarily to address the definition in the Municipal zoning by-law.**

The Lake Shore Capacity chart should be respected. Lake Shore Capacity should be held for further growth in Claytons Bay and the surrounding area.

We have had concerns regarding the campground septic systems and clean water supply. **Septic inspection is complete and in perfect working order. Water system meets provincial and MOECP requirements.**

We assume if access is granted onto Tranquility Trail and Lakeside Trail by following the municipalities existing bylaw, we can expect Tranquility Trail would be upgraded and become a municipal year round maintained road. The camp has been activity involved in paying for Lakeside Trail road maintenance. It is up to the municipality if they want to assume the road.

Any changes will be closely looked by other residents and campgrounds on neighbouring lakes, Ahmic and Cecebe. The precedent will be set for them to follow suit with expansion and further density. Speculation. Each application is based on its own merits there is no precedent setting in the world of planning.

We appreciate you taking the time to address our concerns and would appreciate being added to any mailing list you may create in order to keep the residents of Neighick Lake informed on any future plans Camp Klahanie may have. Please add Camp Klahanie to any such list via email at: [campklahanieboard@outlook.com](mailto:campklahanieboard@outlook.com) or via mail at Klahanie Campers Corporation 1680 Lakeside Trail, Magnetawan ON POA 1P0

Thank you for the information. Our lot has existed prior to 2001 as stated in the chart below. The reference is made to seasonal lots. Camp Klahanie consists of camp sites not lots. Furthermore the calculation for water quality modelling purposes already factors in existing lots. Since this lot existed long before 2001 it would have already been included in the water quality analysis. Moreover, the

existing septic and number of sites were quite likely already included in the calculations.

**APPENDIX 1:  
LAKE SHORE CAPACITY**

LAKE NAME	FORMER TOWNSHIP	SURFACE AREA (Ha)	MEAN DEPTH (m)	VOLUME (10 <sup>6</sup> m <sup>3</sup> )	REMAINING CAPACITY FOR DEVELOPMENT - (2001)
Horn	Chapman	477	11.6	55.3	Developable with MNR consent
Carmen		20.9	1.2	0.3	Significant capacity
Henry	Chapman	25.7	2.3	0.6	Significant capacity
Cecebe	Chapman	770.3	4.9	37.7	Developable with a cautionary approach
Hughes	Chapman	60	1.5	0.9	Significant capacity
Pearceley	Chapman	44.1	4.2	1.9	Significant capacity
Odgen	Croft	27.5	0	0	Significant capacity
Whalley	Croft	96.5	1.8	1.7	No remaining capacity
Harrison		50	0	0.0	Significant capacity
Keiler	Spence	73.9	3.2	2.4	Limited capacity (10-20 seasonal lots)
Old Man's	Spence	91.4	4.2	3.8	Limited capacity (10-20 seasonal lots)
Bells	Spence	39	0	0	Limited capacity (10-20 seasonal lots)
Simmons	Croft	35	0	0	No capacity
Newell	Croft	47.5	0	0	Significant capacity
Spence	Spence	114.5	5.2	6.0	Significant capacity
Seguin	Spence	109.3	2.7	3.0	Significant capacity
Robinson	Croft	5	0	0	Significant capacity
Beasley	Croft	10	0	0	Significant capacity
Crawford	Croft	93.2	2.9	2.7	No capacity
Neighick (Beaver)	Croft	295.7	4.4	13.0	Limited capacity (10-20 seasonal lots)
Ahmic	Croft	1567	8.1	126.9	Developable with a cautionary approach

new comments received after March 24, 2023

**Erica Kellogg**

---

**From:** Dave Boles <dave@boles.ca>  
**Sent:** March 30, 2023 12:56 PM  
**To:** Erica Kellogg  
**Subject:** Klahanie Campers Campers Corp - April 12 th Council Meeting

To start my reply. I feel uncomfortable with the process the Municipality of Magnetawan has taken. I feel uncomfortable with the attitude of Council and Camp Klahanie. Klahanie Corp. bought the property and failed to put a deeded driveway into the Camp as required. But want Council to Manipulate/ Massage a Bylaw to suit the Ingress and Egress needs required for the camp business. I feel uncomfortable as a resident of unsummed road, will be forced into the unneeded maintenance of the Busy and Noisy Camp Traffic. I feel uncomfortable with the Manipulating and Massaging of Codes / Bylaws.

Kind Regards

Dave Boles  
124B Gordon Point Rd.  
Municipality of Magnetawan

## Erica Kellogg

---

**From:** Ian Boyd <neighick\_assn@hotmail.com>  
**Sent:** April 3, 2023 4:35 PM  
**To:** rick stockdale  
**Cc:** Sam Dunnett; Erica Kellogg; Kerstin Vroom  
**Subject:** Klahanie ZBA BCC to Neighick Cottagers Assn.

Good afternoon all. I have been in conversation today with Mayor Sam Dunnett regarding the ZBA report to council scheduled to be voted on, by council, on April 12th. Previously, we were told that the public would not have the content of the report for review before April 11th. Mr. Dunnett confirmed with me today, that this did not give the public reasonable time to review and respond to the report, and if the report is not up on the Magnetawan website on or before Friday April 7th, that the decision on this issue would be moved ahead to the next regularly scheduled council meeting. This will allow reasonable time for review.

Mr. Dunnett and his staff have been most cooperative as they understand that the zoning of the camp is an issue that many members of the public responded to and have a keen interest in and need to feel that they have been heard. Mr. Dunnett made it very clear that the issues raised in October 2021 have been reviewed and considered by both Magnetawan staff and outside resources. We are all concerned about the health of our waterways and the use of commercial properties.

I appreciate all the feedback from our association. I will forward your comments to the town over the next day or two.

Have a good week.

Ian Boyd  
416-587-5944



-----Original Message-----

From: Gail Holliwell <[gholliwell@gmail.com](mailto:gholliwell@gmail.com)>

Sent: Tuesday, April 11, 2023 11:47 AM

To: Nicole Gourlay <[ngourlay@magnetawan.com](mailto:ngourlay@magnetawan.com)>

Subject: KCC Zoning Bylaw Amendment

Dear Nicole:

I wanted to send my brief comments to you concerning the proposed amendment to the zoning bylaw prior to your upcoming council meeting tomorrow.

I've been a cottager on tranquility trail for the last 49 years and it's overwhelming to hear about the possible changes that are being considered.

While I'm concerned that not enough research has gone into the proposal being made by KCC, I lack the expertise to discuss it at length. I worry about the environment, I worry about increased traffic on the water, I worry about who's going to monitor future campsites and I worry about camp sites located too close to tranquility trail. I know you're aware of all these issues that have been brought up by others.

I'm very concerned about tranquility trail being reopened to KCC and I'm completely opposed to this arrangement. While this road may be considered a municipal road, it has been maintained by a very small group of cottages on tranquility trail. I don't think it's right that the road be opened up to a large group of campers while the maintenance fee is paid by a few cottages. I don't know where that arrangement would ever be acceptable.

Thank you for your time.

Gail Holliwell  
144 Tranquility Trail

Sent from my iPhone

## Erica Kellogg

---

**From:** Guy Watts <sensibleac75@rogers.com>  
**Sent:** April 11, 2023 9:35 AM  
**To:** Erica Kellogg  
**Subject:** Question Regarding - Zoning By-law Amendment Application  
**Attachments:** Entrance Question 01.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** Grants/General Government

Good Morning Erica

I hope all is well and that you had a good long weekend.

I was hoping that you could help clarify something for me. Your answer will really help me to understand an issue that is very important to me and my direct neighbors.

In the recent staff report – the attachment #1 has the map that shows the layout of the camp. On that map it is shown an area identified as the “boat trailer and overflow parking” and it shows a comment “Entrance to be removed, not Municipally approved”. I have attached a copy of the map to make things easier.

My questions are these:

- 1) Can they or have they made an application to have this entrance “approved” so that they could use it in the future?
- 2) If this entrance is to be removed then how will they access this area of their property?
- 3) If their plan is to access this area by extending their “proposed access driveway” into that area ( it is shown to end before getting to the boat trailer storage) should that not be clearly indicated on the map? This would really help to clarify is issue now and into the future.

As you are aware, the way this area has been used in the past has created concerns for myself and my direct neighbors as it creates a significant number of park related & unnecessary traffic events that go past our properties. We are really hoping to get clarification on this matter as it is our hope that once this issue is resolved we can all move forward in a much more positive fashion.

If there is any confusion in how I have posed my questions please do not hesitate to contact me.

Thank you in advance for your assistance.

Guy & Sherry Watts  
1400 Lakeside Trail  
905-840-4272 (home)  
416-708-9562 (cell)



**From:** Erica Kellogg <ekellogg@magnetawan.com>  
**Sent:** April 4, 2023 2:49 PM  
**To:** Erica Kellogg <ekellogg@magnetawan.com>  
**Subject:** Zoning By-law Amendment Application Postponement - New meeting date

Good Afternoon,

Please be advised, the Zoning By-law Amendment Application for Camp Klahanie will be postponed until the regular meeting of Council on May 10<sup>th</sup>, at 1:00pm.

I have provided two links below for your information.

Camp Klahanie Zoning By-law Application, April 4<sup>th</sup> Planners Report: <https://magnetawan.com/residents/planning-zoning/active-applications/camp-klahanie-zoning-by-law-amendment>  
Deputation information: <https://magnetawan.com/government/want-to-appear-before-council>

Kind regards,  
Erica

---

Erica Kellogg | Acting Deputy Clerk – Planning & Development  
Municipality of Magnetawan | PO Box 70 | 4304 Highway 520 | Magnetawan, ON POA 1P0  
Phone 705-387-3947 ext. 1011 | Fax 705-387-4875 | [ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)

**Join our Magnetawan News, sign up today to learn about important matters.**  
**After subscribing make sure to confirm your subscription through the confirmation email.**  
<https://magnetawan.com/join-our-mailing-list>

## Erica Kellogg

---

**From:** Kristen Morrison <kristenmorrison87@gmail.com>  
**Sent:** April 12, 2023 11:04 AM  
**To:** Erica Kellogg  
**Cc:** Dave Balaban  
**Subject:** Klahanie Campers Corp - April 12th, Council Meeting

Good morning Erica,

I hope this email finds you well. I understand that there has been a meeting about Camp Klahanie and zoning by-law amendments, which include a secondary access via Gordon Point Road to Tranquility Trail.

I understand any objections need to be submitted in writing by noon today.

I would like to formally object access to Tranquility Trail via Gordon Point Road as part of this by-law amendment for Camp Klahanie. This due to the substantial traffic increase, wear and tear, and increase in maintenance that will be required on Gordon Point Road, a private road where we have a residence.

Thank you very much,

Kristen Morrison & Dave Balaban  
Property Owners on Gordon Point Rd. Magnetawan, ON

## Erica Kellogg

---

**From:** Susan & Roger <rs.hollyman@gmail.com>  
**Sent:** April 28, 2023 5:17 PM  
**To:** Erica Kellogg  
**Cc:** Gillian Hollyman; Ian Boyd  
**Subject:** Proposed Amendment to Zoning By Law 2001 26, Camp Klahanie

Good Afternoon Erica,

We appreciate the opportunity to submit our concerns to Council regarding the above application. We acknowledge that the matter has been unresolved for some while now and understand that the involved parties are anxious for a decision. By the same token, we had some questions and understood that there would be more time to share them with the Council before being presented with the final recommendation. Our major concerns are as follows:

1. The septic inspection of Camp Klahanie was performed by Tekoa Environment on April 26, 2021. As the camp closes annually on Thanksgiving, the system would have been inactive for six months at the time of the inspection. The report, dated May 3, 2021, notes that "albeit the system was not in operation at the time of the inspection, there were no areas of the system which showed any indication of previous distress in the system. Thus we concluded the system can handle the sewage load". Further, the report states that the design flow of the existing system was based upon descriptions of discharge events, none of which are tracked. Those estimates and "desktop calculations" form the basis of the report's findings, not observations of an active waste disposal system operating during peak demand.

It appears to us that the report is a leap of faith! Given the age of the system and the Municipality's concern about environmental protection, surely it would be necessary to have the system inspected at a time of normal use (summer, for example).

Further to the above report, Tekoa noted that two sites were not at the required distance from the high water line and should be re-inspected and pits relocated if necessary. Has this recommended action been taken and the necessary paperwork been submitted?

Section 3 of the PPS emphasizes the importance of "protecting public health and safety in order to reduce the risk to residents ." All the more reason to exercise all due diligence on the issue of the septic system.

2. The Conceptual Master Plan that the WSA included in the submission labels the narrow driveway at the north west end of the Camp property as a "fire access route". The gate between the Camp and the end of the road was closed some years ago, however we see an indication from the Fire Chief that the gate should be open 24/7. Council oversaw the renaming of the most southerly section of the road abutting the camp to Tranquility Trail . This was done to more clearly separate the drive of the Camp from the end of the road. The gate has remained closed throughout this process and there have been no issues. The residents have since constructed a turnaround at the end of Tranquility Trail to further enhance road safety at their own considerable cost. Gordon Point Rd and Tranquility Trail are narrow, graveled roads that are privately maintained by the residents (no funds for the same have ever been supplied by the Camp). Given the input from the Fire Chief, are we to understand that a gate located at the end of a route that takes first responders down Ahmic Lake Rd., onto 15/16 Sideroad North, thence to Gordon Point Rd., up a steep hill with poor visibility, to a fork with a ninety degree turn onto Tranquility Trail to the end, is the best option for emergency access to the Camp (address, by the way, 1680 Lakeside Trail)? This seems nonsensical.

Directing that such access be open 24/7 adds insult to injury. The residents of Gordon Point Rd. and Tranquility Trail would be shouldering considerably more road expense, as well as compromised health and safety, caused by the increased traffic and nuisance users if Camp Klahanie, a commercial enterprise, is permitted the use of a privately maintained road at no cost or consequence to them.

The WSA Planning and Development Consultants wrote in their Planning Justification letter of Jan. 29, 2021 to the Municipality that "the 71 site camp is being accessed via an existing private road immediately from a year road municipally maintained road" and goes on to reassure that "no new municipal road is required." We can understand why the Municipality or the Camp would not want to incur such an expense. So too should the Municipality/Camp

understand our position as we residents are paying the cost of maintaining our private roads. We should not subsidize a commercial business by permitting use of any privately maintained road.

This single issue seems to have been slipped into the zoning bylaw ammendment, almost as an afterthought. It demands further consideration and the ammendment should not be contingent upon the opening of this gate or this issue. We would like to see a solution that satisfies all parties, paves the way for harmonious relations going forward and protects the health and well being of all.

Respectfully submitted,

Susan & Roger Hollyman  
Gillian Hollyman Mcgibbon & Jay McGibbon  
132 Tranquility Trail

## Erica Kellogg

---

**From:** David G Knapp <david\_knapp@millerknoll.com>  
**Sent:** April 28, 2023 8:39 PM  
**To:** Erica Kellogg  
**Cc:** Tracy Cary; Debbie Knapp  
**Subject:** ZBA - access to Tranquility Trail

This letter is regarding the Town Council meeting to be held on May 10, 2023.

I have been informed the ZBA submittal including access to Tranquility Trail will be approved at Town Council.

As we are long-time property owners here since the late 70's. I would like to voice my opposition to the road access being reopened.

The traffic on our road will be significantly impacted creating a safety concern for the residents due to the excessive potential traffic by drivers who do not know the road.

Multiple times we have had cars come into our property looking for access to the camp including police cars.

Ambulance, Fire Department and Police need clear direction on this to ensure the safety of all residents of Tranquility Trail, Holsen Ridge Lane and KCC.

I strongly suggest we close this access permanently and update the Conceptual Master Plan accordingly.

Regards,

**David Knapp & Debbie Knapp**  
**172A Tranquility Trail**  
**(647) 983-5512**

**Margot Knapp**

## Erica Kellogg

---

**From:** Gordon Point Rd & Tranquility Trail Road Committee <gordonpointroad@gmail.com>  
**Sent:** April 30, 2023 9:02 PM  
**To:** Erica Kellogg  
**Cc:** 'Tracy Cary'  
**Subject:** Zoning By-law Amendment Application for Camp Klahanie

To: Erica Kellogg  
Acting Deputy Clerk Planning and Development  
Municipality of Magnetawan

Subject: Zoning By-law Amendment Application for Camp Klahanie

The ZBA submittal including access to Tranquility Trail is officially being protested and objected by the Gordon Point Road and Tranquility Trail road committee and as well as its members and property owners alike. Below are the major concerns with the information recently shared through links sent via email on April 04, 2023;

- Access to Tranquility Trail and Gordon Point Road.
  - o It is shocking to see this access is still on the Conceptual Master Plan contained in the recently updated staff report.
  - o Mayor Sam Dunnett noted that this is an illegal access and any use of it is trespassing on a Municipal Road at the Town Council meeting of October 2019; also confirmed by town staff in September 2021. Additionally at that time it was noted this is NOT a ZBA issue it is a legal issue.
  - o There has been submission of a three-page objection letter by a property owner noting there has never been legal access to Tranquility Trail/Gordon Point Road.
  - o Legal Council has also advised that grandfathering does not apply since Camp Klahanie closed the access voluntarily and purposefully.
  - o Gordon Point Rd and Tranquility Trail are narrow, gravel roads that are maintained by the property owners on these roads.
  - o Is it suggested that fire access that takes first responders down Ahmic Lake Rd., onto 15/16 Sideroad North, then onto Gordon Point Rd., up a steep blind hill with little to no visibility to narrow hairpin turn onto Tranquility Trail to the end, is the best option for emergency access to the Camp which has direct access from Ahmic Lake Road to Lakeside Trail where the camp is located? Where is the sense and logic? Do all unassumed roads have multiple access points? If not will these all be added to follow this illogical recommendation?
  - o The notion of maintaining such access be open 24/7 is even more ridiculous. This would suggest that the property owners of Gordon Point Road and Tranquility Trail would be responsible for considerably more additional road expenses, as well as safety and liability concerns caused by the increased traffic of Camp Klahanie residents and guests which is a commercial business permitted the use of a unassumed and privately maintained road.
    - **This cannot be legal.**
    - **Should something like this happen and the property owners decide to not maintain these roads what is the contingency plan by the council? How will this fire access be maintained for use?**
  - o The property owners on Tranquility Trail followed Council's direction and proceeded to have the road name changed from Gordon Point to Tranquility Trail to avoid confusion with another second Gordon Point Road – what was the purpose of this?
    - With considerable time and planning over many years and coming with a great expense an emergency vehicle turn around was created and approved for Tranquility Trail and Lakeside Trails

per the official plans. How was this done so by the township if it was not needed? Will all these costs then be reimbursed?

- **Why is it not a simple solution to have the ZBA include this same emergency vehicle turn around to be constructed at the end of the Camp Klahanie internal road?????**

- The property owners on these roads have spent hundreds of hours and tens of thousands of dollars to maintain, upkeep, improve and build them.
- KCC has not **EVER** contributed to the cost of maintaining Tranquility Trail or Gordon Point Road.
- This access would be extremely unfair, unethical and an illegal cost burden onto the property owners on these roads to financially maintain a road for additional business traffic.
- The traffic on these roads will be significantly impacted with the potential use from 70 trailers plus guests, ATV's, patrons to the store, laundromat, and boat launch ramp.
- This will have an immediate and detrimental effect on properties on these roads of which many are full time residents who require and rely on the safe passage of these year-round.
- This would make the property owners on these roads responsible for road maintenance fees that include the daily road use and abuse of a commercial business.

- The septic and grey water systems.

- The inspection of Camp Klahanie was performed by Tekoa Environment on April 26, 2021.
- As the camp closes annually around Thanksgiving the system would have been inactive for six months at the time of the inspection.
- The report, dated May 3, 2021, notes that "albeit the system was not in operation at the time of the inspection, there were no areas of the system which showed any indication of previous distress in the system. Thus we concluded the system can handle the sewage load".
- Tekoa states they did not actually verify the grey water leaching tanks are present but their existence, design and sizing was "explained to them" by a camp representative.
- Additionally, the report states that the design flow of the existing system was based upon descriptions of discharge events, none of which are tracked. Those estimates and "desktop calculations" form the basis of the report's findings, not observations of an active waste disposal system operating during peak demand.
  - This clearly makes assumptions on a very old septic system. This inspection should be required during the times of maximum usage during the July – August months.
  - Tekoa noted that two sites were not at the required distance from the high-water line and should be re-inspected and pits relocated if necessary. Has this recommended action been taken, and the necessary paperwork been submitted?
  - Section 3 of the PPS emphasizes the importance of "protecting public health and safety in order to reduce the risk to residents ." As such a logical and appropriate inspection on the issue of the septic system must be undertaken.
  - There has been little to no due diligence taken to inspect the use of grey water systems at the trailer sites.
    - There is evidence of trailers directly dumping grey water onto the ground ruling into waterways funnelling directly into the lake.
    - How can this be acceptable by the Council and Municipality of Magnetawan given the severity of the implications to the water?
    - **Give the Councils and Municipality of Magnetawan' s concern about environmental protection where are these inspection reports?**
    - **At a minimum there needs to be an appropriate and comprehensive review by a different company on these above points.**

- Environmental

- Why were there no environmental studies completed and if there were where are they for public review? What determines this requirement?
- There is great misconception on the information the planners and Municipality of Magnetawan have regarding the quantity of existing sites. Where was this information obtained and how was it fact checked? 45 trailers and 45 tent sites is by no means the equivalent of 70 seasonal trailers – of which 25 will be “park model” trailers!! With an estimated 50-60% increase in seasonal trailers, this should be treated as a substantial increase and change of scope to what is existing.
- **There is a substantial number of occurrences with Camp Klahanie individuals breaking rules, order, by-laws and laws alike. This shows a pattern of disregard and disrespect to the Municipality, Council and Magnetawan property owners. How is it this can happen on this property but is strictly enforced to everyone else?**
- **What are the rules and plans for the inspections and intervals of this commercial businesses septic and grey water systems? Will this be annually by the Municipality of Magnetawan?**
- **What are the dates the camp and residents allowed to be at a seasonal establishment? Are specific dates being set forth?**
- **The date for this review and approval by the Municipality of Magnetawan Council is under the current bylaw to be made between Victoria Day and Thanksgiving allowing seasonal property owners to attend. Why is the being ignored?**
- **Additionally with the MANY mistakes in the Staff Report and the ZBA application, Camp Klahanie should be required to correct and update the complete ZBA and resubmit for Municipal and public review. Then a new Staff Report be issued with recommendations to council based on complete, prudent and factual information.**

We expect answers to the above questions and smart, logical, ethical and legal considerations to be given to the above points.

Respectfully,

Gordon Point Road and Tranquility Trail road committee and its property owners.



## Erica Kellogg

---

**From:** Darcy Gumbley <gumbley1960@gmail.com>  
**Sent:** May 1, 2023 12:42 PM  
**To:** Erica Kellogg  
**Subject:** proposed amendment to zoning by law 2001-26,Camp Klahanie

Good afternoon Erica,

Thank you for the opportunity to express our concerns regarding the above application. There are several concerns and questions regarding this change. Why is a commercial property using a private road? It was the CAMP'S decision to close and lock the gate several years ago. They stated that they didn't want the traffic going through there because of the wear and tear on THIER road but yet they now want extra traffic on our road? The gate has been closed for several years now without any issues so why now all of a sudden there is an urgency to open the gate and use Gordon Point Road and Tranquility Trail? What is the real reason behind this sudden change? And why is it being done with such secrecy? We live on Tranquility Trail and have never gotten any kind of communication about what was happening on our road from either the Municipality or the camp! As a result of THEIR actions a turn around had to be built and that was paid for by a private citizen not the camp. We have been here over 20 years and never has the camp ever paid any money towards the maintenance of the road. The people who have put money towards the building up and the maintenance of the road have put thousands of dollars towards it over the years. It seems to me that the camp is capitalizing on the hard work and finances that the people have put in and that is exploitation. They have no intent to maintain or to compensate the people who put in the hard work and money and yet they want to use the road?! This is unethical and unfair! Has anyone from the emergency response team ever come out to see how ridiculous it would be to have this option as a fire route? Not only would it be difficult, it would also take longer for the emergency response team to reach the camp instead of the current access on Ahmic Lake Road, this just does not make sense to us. With the additional traffic all our hard work and investment that we have put into the road will quickly be depleted, how is that fair? We do not feel that it is right that we will have to pay higher fees to keep the road maintenance up for a commercial property, this is taking advantage of the people who pay for and maintain the road, this is absurd! We strongly object to this amendment! As for the addition of 70 trailer some being "park type homes" has there been an environmental study of the impact this will have on the lake and it's habitat? If so we would like to see this report if not, why hasn't there been one? What action plan is the camp taking to accommodate the addition of all these new sites in regards to the extra grey water and septic tank issues that will need to be addressed? We are also concerned that the leakage of grey water will affect our wells if it isn't handled properly. Has a plan been submitted to council? If so where can we see? If not why is council not requesting one and monitoring the situation. There seems to be no transparency when it comes to this situation. Adding all those trailers is a huge change that will definitely impact the environment. Neighick lake is for all to enjoy and we would like to keep it that way, we do not want it to be spoiled by irresponsible people.

Regards,

David and Darcy Gumbley  
158 Tranquility Trail  
Sent from [Mail](#) for Windows

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**  
**BY-LAW NO: 2023-**

Being a By-law to amend By-law No. 2001-26, as amended, the Zoning By-law for the Corporation of the Municipality of Magnetawan with respect to lands located on CROFT CON 3 AND 4 PT LOT 17 PCL 12303 SS in the Municipality of Magnetawan, municipally known as 1680 Lakeside Trail, Magnetawan (Roll: 4944 030 00409700).

**WHEREAS** the Council of the Corporation of the Municipality of Magnetawan is empowered to pass By-laws to regulate the use of land pursuant to Section 34 of the *Planning Act*, R.S.O. 1990;

**AND WHEREAS** the owner of the subject lands has filed an application with the Municipality of Magnetawan to amend By-law 2001-26 as amended;

**AND WHEREAS** the Council of the Corporation of the Municipality of Magnetawan has determined that no further notice or meeting is required in accordance with Section 34(17) of the *Planning Act*, R.S.O. 1990;

**AND WHEREAS** the Council of the Corporation of the Municipality of Magnetawan deems it appropriate to amend By-law No. 2001-26 as amended;

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

1. Schedule 'A', to Zoning By-law No. 2001-26 as amended, is further amended by zoning a portion of the lands legally described as Concession 3 and 4, Part Lot 17, former geographic Township of Croft and municipally known as 1680 Lakeside Trail in the Municipality of Magnetawan from the "Tourist Commercial (CT) Zone" to the "Tourist Commercial Exception 4" (CT-4) Zone, as shown on Schedule 'A' attached forming part of this By-law.
2. Section 4.10 of By-law 2001-26 is hereby amended adding the following.

***4.10.4.4 Tourist Commercial Exception Four (CT-4) Zone, as amended. Notwithstanding the provisions of this By-law to the contrary, within the Tourist Commercial Exception Four (CT-4) Zone the following shall apply:***

- a) *Notwithstanding 4.10.1 the following shall be an additional permitted use a "Seasonal Camping Establishment".*
- b) *For the purpose of the Tourist Commercial Exception 4 (CT-4) Zone:*
  - i) *a "Seasonal Camping Establishment" shall mean a use that is occupied on a seasonal basis and includes:*
    - 1) *camp sites; and,*
    - 2) *buildings and structures and recreational uses that support the use and are accessory to the use of the camp sites.*
  - ii) *a Park Model Trailer shall mean a recreational vehicle that is designed to be mobile, and constructed or manufactured to provide a seasonal residence for one or more persons in accordance with CSA Z241, but does not include a travel trailer or tent trailer or trailer otherwise defined in this by-law.*

iii) a Camp Site shall mean a camp site that is capable of accommodating tents, travel trailers, recreational vehicles and Park Model Trailers any or all of which are occupied or used by a holder of a rental agreement or a guest of a holder of a rental agreement on a seasonal basis.

c) Camp sites limitations:

i. A maximum of 70 camp sites are permitted of which a maximum of 25 camp sites may be occupied by a Park Model Trailer;

d) The 185 square metres referenced in the Camp Site definition shall not apply.

e) All provisions of Section 4.10.2 with the exception of subsections 4.10.2 ix) and x) shall apply.

f) Additional regulations for tents, travel trailers and recreational vehicles:

i. Minimum Setback from Shoreline – 8 metres

ii. Minimum Setback for a tent, travel trailer, recreational vehicle, Park Model Trailer, sheds, or decks from a Lot Line, other than a front or rear lot line – 10 metres subject to the following exceptions:

a. Where an existing, travel trailer, recreational vehicle or Park Model Trailer is less than 3 metres from the lot line and replaced with a new, travel trailer, recreational vehicle or Park Model Trailer, the new travel trailer, recreational vehicle or Park Model Trailer shall be a minimum of 3 metres from the lot line.

b. Where an existing travel trailer, recreational vehicle or Park Model Trailer is less than 10 metres from the lot line but greater than 3 metres from the lot line, any replacement travel trailer, recreational vehicle or Park Model Trailer shall be located no closer to the lot line than the setback of the existing travel trailer, recreational vehicle or Park Model Trailer it replaces

g) Additional regulations for Park Model Trailers:

i. The minimum required setback from the shoreline for a Park Model Trailer and Deck associated with a Park Model Trailer shall be 20 metres subject to the following exceptions:

1) Seasonal Site B1 - 14.6 metres - Park Model Trailer  
- 11.5 metres – Deck

2) Seasonal Site B2 - 13.1 meters – Park Model Trailer  
- 10 metres – Deck

This By-law take effect on the date of its passage, subject to the provisions of Section 34 (30) and (31) of the *Planning Act* (Ontario).

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto this 10<sup>th</sup> day of March 2023.

**THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



# Schedule 'A' to Zoning By-law Amendment \_\_\_\_\_

1680 Lakeside Trail  
Part of Lot 17, Concessions 3 and 4  
Geographic Township of Croft  
Municipality of Magnetawan  
District of Parry Sound



 Lands to be rezoned from Tourist Commercial (CT) Zone to  
Tourist Commercial Exception Four (CT-4) Zone

 Lands to remain Rural (RU) Zone

This is Schedule 'A' to Zoning By-law \_\_\_\_\_  
Passed this \_\_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



## REPORT TO COUNCIL

To:	Mayor and Council
From:	Public Works Superintendent
Date of Meeting:	May 10th 2023
Report Title:	Award of Proposal 2023-01 – Roadside Brushing

**Recommendation:** THAT Council receives and approves this report as presented and awards the Roadside Brushing RFP 2023-01 to Calvin Johnston.

**Background:**

The RFP Roadside Brushing 2023-01 was posted on the Municipal Website for the 2023 season. This would be for the Roadside Brushing for various locations within the Municipality that require brushing and follow up brushing from our larger Brushing Projects in the last few years given there is regrowth.

Four sealed envelopes were received at the Municipal Office by the closing deadline on April 27<sup>th</sup>. The Request for Proposals was opened by the Acting Deputy Clerk Laura Brandt and the Public Works Superintendent Scott Edwards, and the following results were recorded.

**Evaluation:** Proposal amount before HST:

Canor Construction Inc.	\$46,132
Robinson Haulage	\$36,000
Yard Boys Ltd	\$34,000
Calvin Johnston	\$21,000

**Financial Implications:**

Budgeted for the 2023 season was \$25,000.

**Conclusion:**

The Public Works Superintendent recommends that Council award this Request for Proposal to Calvin Johnston based on cost and past services to which the Municipalities standards have been met.

Respectfully Submitted,

Scott Edwards  
Public Works Superintendent  
Municipality of Magnetawan



## REPORT TO COUNCIL

To:	Mayor and Council
From:	Public Works Superintendent
Date of Meeting:	May 10, 2023
Report Title:	Award of Tender 2023-01 - Gravel (A+B)

**Recommendation:** THAT Council receives and approves this report as presented and awards the Gravel Tender 2023-01 – Gravel (A+B) to Fowler Construction Company Ltd.

### Background:

The RFT Gravel 2023-01 Gravel (A+B) was posted on the Municipal Website for the 2023 season. This would be for the Supply and Apply of 12,289 MT of Granular A Placed and to have Stockpiled 3,000 MT of Granular A and 1000 MT of Granular B (2" minus).

Two sealed envelopes were received at the Municipal Office by the closing deadline on April 27<sup>th</sup>. The Tender was opened by the Deputy Clerk Laura Brandt and the Public Works Superintendent Scott Edwards, and the following results were recorded.

### Evaluation:

Carr Aggregates Ltd	\$356,405.16
Fowler Construction Company Ltd	<u>\$316,284.49</u>
Difference of	\$40,120.67

### Financial Implications:

Budgeted for the 2023 season was \$458,000.00 which is a combined total from the budget line Gravel Materials and Supplies \$378,000.00 and Contracts \$80,000.00.

### Conclusion:

The Public Works Superintendent recommends that Council award this Tender to Fowler Construction Company Ltd at their bid price given the work necessary to complete this years Gravel Maintenance Projects. As in previous years we have found Fowlers Construction Company Ltd to do very good work in a coordinated fashion with the Roads Department.

Respectfully Submitted,

Scott Edwards  
Public Works Superintendent  
Municipality of Magnetawan



## REPORT TO COUNCIL

To:	Mayor and Council
From:	Public Works Superintendent
Date of Meeting:	May 10, 2023
Report Title:	Grinding of Wood/Construction Waste

**Recommendation:** THAT Council receives and approves this report as presented and directs the Public Works Superintendent to award SFBrush & Contracting Ltd. to complete the Grinding of Wood/Construction Waste at both the Chapman and Croft Landfill sites.

**Background:** In order to minimize the amount of waste going into our Landfills which will extend the life of both of our Landfills while still providing a service to the Residents and Local Contractors. The Municipality has investigated different means to pack down wood and construction waste. Using our heavy-duty Cat Compactor compacts the construction waste down as much as possible and Brush Burning eliminates all the brush brought into the Landfills. The Compactor can only push down material so much and then it is solid. As well we can only burn brush at certain times which must be constantly monitored while burning and the fire must be extinguished at the end of the day and restarted upon the next day of work. In the past the Municipality has brought in a contractor to operate what is called a Tub Grinder, this piece of equipment is loaded by an Excavator and grinds the material into fine wood chips which in turn leaves more room for future waste. To note this unit has a powerful magnet that ensures only grindable material are processed and all the metal retrieved goes into the Steel Pile.

**Evaluation:** It is in the interest of the Municipality to utilize this technology to extend the life of the Landfills as much as possible. This Project does not need to be done annually but should be considered biannually in order to keep costs down and create more space at the Landfills.

**Financial Implications:** As per the evaluation as follows:

Sittler Grinding Inc.	
Estimated cost	\$65,981
SFBrush & Contracting Ltd.	
Estimated Cost	<u>\$52,505</u>
Difference of	\$13,476

**Finances to come from.**

Landfill Contracts 1-4-4020-4010	\$50,000
Landfill Capitol 1-4-4020-8000	\$2,505

**Conclusion:** The Public Works Superintendent recommends the Grinding of Wood/Construction Waste Project be awarded to SFBrush Ltd. To note estimated cost may be lower once the Project is in motion and all steps possible will be made to stay within the 2023 budgeted amount of \$50,000.

Respectfully Submitted,

Scott Edwards  
Public Works Superintendent

Laura Brandt, Deputy Clerk  
Municipality of Magnetawan  
4304 Hwy 520 P.O. Box 70  
Magnetawan ON POA 1P0

April 23,2023

Victor Belyea

Re: Magnetawan Community Centre Board

Laura, please accept this letter indicating my interest in joining the Magnetawan Community Centre Board. I feel I would be able to bring a community-based perspective to the committee on issues that concern the residents of Ahmic Harbour/Magnetawan based on close relationships developed since moving to Ahmic Harbour in 2010. My partner and I have owned and operated two local businesses in Ahmic Harbour providing upholstery services to the area as well as supporting over 40 local artisans through Harbour House Emporium. We built a new home which is now owned by a young local family. We have renovated and restored an historic home in Ahmic Harbour (Wylie house), putting a lot of effort and expense into maintaining the historic appearance of the home and grounds.

Below are key highlights of my experience and skills that support my request:

- 21 years of managerial experience in various roles within Canada Post Corporation, Toronto Divisional Headquarters
  - Compensation, Benefits, Recruitment, Training, Employee Recognition and HRP&D.
  - Project Manager, Ontario Division (DCC Project)
    - Responsibilities included setting up two administrative offices, securing office space, recruitment of 52 employees, determining processes and procedures to achieve project goals, establishing and managing an operational budget of 1.5 million dollars annually and managing daily operations.
- Director of the Magnetawan Business Association
- Representative for the Magnetawan Business Association on the Economic Development Committee
- Business Management Certificate, Ryerson University (1999)
- Human Resource Management Certificate, Ryerson University (2005)
- Currently employed with Bell Transportation as a School Bus Driver for the Whitestone School which services Ahmic Harbour and Whitestone Township
- Family ties to the Parry Sound District

I look forward to councils' decision and if you require any additional information, please contact me directly.

Regards,  
Victor Belyea





# Women's Own Resource Centre

The Municipality of Magnetawan

April 11<sup>th</sup>, 2023

Dear Mayor and Council,

I am writing to you on behalf of the Women's Own Resource Centre (WORC), which is a non-profit, registered charitable organization. We provide information, referral and support to women, girls and families of the Almaguin Highlands to assist them in working toward their economic goals. Our Rural Outreach Program Endeavour (ROPE) provides workshops in self-employment, networking, mentoring and life skills.

In November of 2022, WORC submitted an application to the Resilient Communities Fund provided by the Ontario Trillium Foundation in the hopes of securing funding to launch a Rural Community Kitchen Program in the Almaguin Highlands. We have seen a dramatic increase in the cost of living over the last few years and since COVID, the cost of food has sky rocketed with an estimated 11% increase in cost over the course of 2022 alone with an additional 6% increase forecasted for 2023. More and more clients are connecting with us in search of financial resources and supports to assist with food insecurity issues and the demand on our local Food Banks is steadily increasing. Many residents of our communities are struggling to afford the basic necessities of life. Moreover, we have connected with many residents who lack the knowledge and skills to prepare healthy food at home and often turn to convenience foods which can be more expensive in the long run while also lacking in nutritional value.

In March of 2023, we received confirmation from the Ontario Trillium Foundation that our proposal was chosen as a recipient to receive \$70,000 in funding to develop and launch a travelling Community Kitchen Program over the next two years. These free Community Kitchen Sessions will run on a quarterly basis with 30 participants per session and would teach food preparation skills, food budgeting skills and encourage participants in a socially inclusive environment, to engage with their community while working hands-on together to create healthy meals that participants will take home and share on-site. Each participant will take home three separate meals that have been cooperatively prepared and enjoy a meal together on site.

It is our hopes to bring this Community Kitchen to communities in South Almaguin, Central Almaguin and North Almaguin with transportation being a huge barrier for many of the most vulnerable within the Almaguin Highlands. Specifically, we are hoping to serve the South Almaguin sector by utilizing space at the Magnetawan Community Centre. The dates we are proposing for Magnetawan are September 14<sup>th</sup>, 2023 and June 27<sup>th</sup>, 2024.

I am writing council today to request the use of the facilities at the Magnetawan Community Centre in order to provide these workshops to residents of South Almaguin at no cost to them. With budgeting we are currently able to provide rental payment of \$200.00 inclusive for each workshop session.

I thank you for considering allowing us to bring this new support program to the Municipality of Magnetawan and I look forward to hearing back from you at your earliest convenience. Should you have any questions or concerns, please don't hesitate to contact me.

Jessica Busch  
Program Manager

MUNICIPALITY OF  
MAGNETAWAN

APR 18 2023

RECEIVED

105 Ottawa Ave., Box 155, South River, ON P0A 1X0

Phone: (705) 386-9672 Toll Free: 1-888-640-8668

Fax: (705) 386-7111 Email: info@womensownresource.org

Page 137 of 312  
www.womensownresource.org

# *Women's Own Resource Centre*

The Municipality of Magnetawan

April 11<sup>th</sup>, 2023

Dear Mayor and Council,

I am writing to you on behalf of the Women's Own Resource Centre (WORC), which is a non-profit, registered charitable organization. We provide information, referral and support to women, girls and families of the Almaguin Highlands to assist them in working toward their economic goals. Our Rural Outreach Program Endeavour (ROPE) provides workshops in self-employment, networking, mentoring and life skills.

The Women's Own Resource Centre was established in 2000, is centrally located in the Almaguin Highlands district and has been successfully helping women and their families for over twenty years. We serve a rural population of approximately 30,000 permanent residents that include many working poor families that are unable to qualify for current forms of government assistance and services. WORC serves northern, low-income, rural women who may have experienced violence or abuse in their lives. Many of these women have poor self esteem, few assets and limited family support. These women face numerous barriers which are worsened by their isolation and increased financial cost of basic social inclusion. The support of WORC is essential in working with them on a plan for recovery and growth.

The Rural Outreach Program Endeavor encompasses workshops which are offered free of charge with financial support being available for transportation and childcare costs to increase accessibility and remove as many barriers as possible. In addition to supporting women in creating sustainable livelihoods through achieving economic independence, WORC provides business services, business plan assistance, one to one consultations, information sharing, support, referrals, resources and hosts a large donation network.

From April 1<sup>st</sup>, 2022 to March 31<sup>st</sup>, 2023, our Centre recorded 3,093 drop-ins, 801 phone calls, 2,645 emails and 93 one to one consultations for business development, personal and crisis calls throughout the year. Our Entrepreneurial Skills Training workshop supported 16 women in 2022 through the process of starting a small business with 9 of these women launching businesses throughout the Almaguin Highlands and an additional 2 hoping to launch within the next year. Our Life Skills Training workshop supported 21 women in 2022 and 225 individual women participated in local Resource & Business Network Luncheons. WORC responded to 12 crisis calls which includes 10 in regards to violence against women. 951 clients accessed our donation network this past year, once again exceeding all previous tracking for this program.

In addition to core programming, WORC partnered with local organizations including ACED, AHCC, NECO, The Labour Market Group and others to organize and host the RED Gala in November of 2022. WORC also organized and hosted an International Women's Day Celebration on Wednesday March 8<sup>th</sup>, 2023 bringing in Internationally known speaker and best selling author, Samra Zafar, to speak on the 2023 theme of Embracing Equity, women's mental health and Violence Against Women supports. The event was sold out with 125 women attending from across Almaguin. In 2022, WORC supported 19 families from across the region for our annual Christmas Sponsorship Program with grocery gift cards and toys for children. In addition to the Christmas Sponsorship Program, in 2023 WORC will be launching a 'Back to School' drive campaign providing backpacks, school supplies, running shoes and lunch kits to Almaguin children.

105 Ottawa Ave., Box 155, South River, ON P0A 1X0

Phone: (705) 386-9672 Toll Free: 1-888-640-8668

Fax: (705) 386-7111 Email: [info@womensownresource.org](mailto:info@womensownresource.org)

[www.womensownresource.org](http://www.womensownresource.org)

# *Women's Own Resource Centre*

In 2023, WORC is excited to be launching a Travelling Rural Community Kitchen program with support from the Resilient Communities Fund delivered through the Ontario Trillium Foundation. This program is being organized in response to the increasing struggle we are seeing across the region with food insecurity due to the drastic increase in the price of living – grocery prices have climbed by 11% in the past year with another expected increase of 6% over the course of 2023. WORC has secured \$70,000 to deliver a two-year program that will reach out to North Almaguin, South Almaguin and Central Almaguin in order to increase accessibility and reach those most in need.

WORC's services continue to be needed in our region, as indicated by engagement numbers, to foster growth and ensure that the most vulnerable are not left without the supports they need to build sustainable livelihoods. As always, we will continue to be there for the residents of the Almaguin Highlands and are continually striving to address needs and create programming that helps to build the resiliency of women and their families in the Almaguin Highlands. We have been able to increase our reach dramatically this year through our Resource & Business Network Meetings seeing 341 women participating throughout the year with 225 of these being individual women. These programs are helping to ease some of the social isolation we have all experienced these last couple of years and which are most felt in rural regions such as the Almaguin Highlands.

In order to continue to offer these free programs and supports, the Women's Own Resource Centre is dependent upon funding from several sources. Donations help to ensure that we can continue to make important services and supports available to the women and families of the Almaguin Highlands. Donations also help us to provide outreach to those clients who are made increasingly vulnerable by their severe isolation due to the sheer size of our region.

We are asking for support from each municipality in the amount of .50 cents per capita to support new and continuing initiatives in 2023/24. We thank those who have supported us in the past and look forward to new working relationships and opportunities. Should you wish WORC to make a presentation to your council to discuss upcoming projects, or if you have any questions, please call 705-386-9672 or email [jessica@womensownresource.org](mailto:jessica@womensownresource.org)

We thank you for your time and consideration in this matter and we look forward to continuing our efforts to help women in the Almaguin Highlands thrive.



Jessica Busch  
Program Manager



# Almaguin Highlands Secondary School

21 Mountainview Road, P.O. Box 250, South River, Ontario P0A 1X0

Tel: 705-472-5563 • Fax: 705-386-0004

April 4, 2023

donation  
2022 was \$100,-

Municipality of Magnetawan  
Box 70  
Magnetawan, ON  
POA 1P0

Every year, many individuals and area businesses generously support our community school and students by contributing to the Graduation Awards Program.

Almaguin Highlands Secondary School students and staff have always appreciated this very generous support. It has enabled us to recognize and to reward the outstanding achievements and successes of our students through the presentation of well-earned awards.

We are reaching out at this time to ask whether you are able to support, or continue to support our students this year by making a contribution towards our Graduation Awards Program. The names of donors will be acknowledged in our Graduation Program and an income tax receipt will be issued.

We recognize the past couple of years have been very difficult for most individuals, families and businesses, given the social and economic impact of COVID-19. The continued uncertainty moving forward also presents as a significant challenge for many. We understand that it may be more difficult to make a financial contribution this year, but donations of any size will make a significant impact on our ability to honour our incredibly hardworking and dedicated students.

This year our Graduation exercises are scheduled for the evening of Wednesday June 28, 2023 at 7:00 p.m.

If you can make a contribution towards our Graduation Awards Program, we would be pleased to hear from you by June 1, 2023, please email [lisa.ferrante@nearnorthschools.ca](mailto:lisa.ferrante@nearnorthschools.ca). The school is open if you wish to drop off the award at the main office or you can mail it to the school. Thank you for your interest and support of our program, as well as your help in recognizing the excellence of our students.

Sincerely

Heather Hickey  
Principal

MUNICIPALITY OF  
MAGNETAWAN

APR 08 2023

RECEIVED

Page 140 of 312

## Laura Brandt

---

**From:** Stephanie <  
**Sent:** April 23, 2023 6:15 PM  
**To:** Laura Brandt  
**Subject:** AHSS heading to All-Ontarios

Dear Municipality of Magnetawan,

My name is Stephanie Rainey, daughter of Ellie Mae and Robert Rainey, and I am a grade 13 student at Almaguin Highlands Secondary School, and a participant of our theatre troupe, Tartan Theatre.

This past week, our theatre troupe participated in the National Theatre School Northern Regional Showcase (NTS). One of our shows, When the Fat Lady Sings, a play about body image and societal standards put on young women, written and supervised by Allison Green, and revised and directed by myself has been selected as one of two shows out of seven to move on to the Provincial Level Showcase, which is held in Toronto at the University of Toronto in the Hart House Theatre, running from May 10th-13th.

This achievement shows what a small area can do if we all come together from different towns and backgrounds and work together to create something beautiful and amazing.

In order to attend the festival in Toronto, we are in need of funds to get our cast and crew to the showcase. This opportunity allows us to learn at workshops and perform for a wider, more diverse audience. It also allows us to represent Almaguin and show what a small but mighty school can do. This is a great learning experience for those of us from the Almaguin area.

We will be having a performance night on May 5th to help fundraise for our trip, and we will be hosting a silent auction to help with this. We are looking for donations for the silent auction, a gift card, gift basket, or any product would be helpful for this event. We would also be able to display a business card for publicity.

We would appreciate your donation to the silent auction or to the funds for our trip. No amount is too small. We will ensure that you are recognized for your contribution.

If you have any questions don't hesitate to ask.

We appreciate your consideration. Thank you for supporting Almaguin Highlands Secondary School and its students.

Sincerely, Stephanie Rainey

## Laura Brandt

---

**Subject:** Your Invited Office of the Fire Marshal (OFM) Essentials of Municipal Fire Protection - A Decision Makers' Guide  
**Attachments:** 1-Essentials Seminar Information Sheet.pdf

Great News!

The Office of the Fire Marshal (OFM) is coming to Magnetawan to present Essentials of Municipal Fire Protection.

Date: Friday June 23, 2023  
Time: 9:00am to 12:00pm  
Where: Magnetawan Community Centre  
4304 Highway 520  
Magnetawan  
Cost: **FREE!**

To register please visit <https://forms.office.com/r/nWh1fVLGst>

This seminar will highlight the fundamentals of fire protection services including how Municipalities can demonstrate their due diligence.

For more information, please see attached.

Hope to see you there.

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)*

**Join our Magnetawan News, sign up today to learn about important matters.**  
**After subscribing make sure to confirm your subscription through the confirmation email.**  
<https://magnetawan.com/join-our-mailing-list>



## The Office of the Fire Marshal (OFM)

### **PRESENTS:**

### ***Essentials of Municipal Fire Protection – A Decision Makers' Guide***

#### **WHO** should attend this seminar?

- Senior Municipal Leaders (members of council, CAO's, clerks, directors, commissioners)
- Fire Chiefs appointed for the fire departments in their municipalities
- Deputy/Assistant Fire Chiefs appointed for the fire departments in their municipalities
- Senior fire department officers with the authority to act on behalf of the Fire Chief

#### **WHY** should you attend?

The *Essentials of Municipal Fire Protection - A Decision Makers' Guide Seminar* is a collaborative project of Office of the Fire Marshal (OFM) staff representatives, along with a broad group of municipal and fire service stakeholders.

This seminar incorporates key fire protection service information that decision-makers have expressed they need to know: i.e. what they must do, what service delivery options they have, how they can determine which services to provide in their municipalities, and what tools are available to them.

#### **WHAT** will you learn?

This 3 hour seminar will highlight the fundamentals of fire protection services related to:

- roles and responsibilities;
- fire protection service delivery options;
- risk management;
- core services; and,
- OFM services and tools to support fire protection services.
- How do municipalities demonstrate **DUE DILIGENCE**?

Along with new and updated information, we offer sessions **virtually**, as well as **in-person**. Should you wish to schedule a session for your local community, please contact your local Fire Protection Adviser.

**COMING SOON!** On-demand 24/7 accessible sessions (e-learning) – Spring 2023

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**BY-LAW NO. 2023 –**

**BEING A BY-LAW TO ENTER INTO AN AGREEMENT FOR THE  
MUTUAL AND AUTOMATIC AID PLAN AND PROGRAM WITH THE CORPORATION OF THE TOWNSHIP OF  
MCKELLAR**

**WHEREAS** Section 20 (1) (2) of the Municipal Act 2001 S.O. 2001, Chapter 25, authorizes a municipality to enter into a joint agreement with one or more municipalities;

**AND WHEREAS** the Municipality of Magnetawan wishes to enter in an Agreement with The Corporation of the Township of McKellar to provide Mutual and Automatic Aid Plan and Program;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN ENACTS AS FOLLOWS:**

1. The Municipality of Magnetawan Fire Department is hereby authorized to leave the limits of the Municipality, at the discretion of the Municipality of Magnetawan Fire Chief or their designate to respond to calls for the assistance from the Township of McKellar Fire Department on a reciprocal basis;
2. The Mayor and Clerk are hereby authorized to execute the Agreement, substantially in the format attached.

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto, this 10th day of May, 2023

**THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN**

---

Mayor

---

CAO/Clerk





THIS LETTER OF UNDERSTANDING ("LOU") is made as of the \_\_\_\_\_ day of May 2023 (the "Effective Date").

**BETWEEN:**

**THE CORPORATION OF THE TOWNSHIP OF MCKELLAR**  
(hereafter, "McKellar")

**AND:**

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**  
(hereinafter, "Magnetawan")

**WHEREAS** Magnetawan did not renew the Mutual and Automatic Aid Plan and Program with the South-West Parry Sound District in April 2020; and

**WHEREAS** McKellar and Magnetawan share a substantial Municipal border and have no current agreement for mutual aid; and

**WHEREAS** both Municipalities are replacing bridges in 2023 that require a full road closure of arterial roads that could dramatically impact emergency response vehicle times; and

**WHEREAS** both Municipalities are entering into this LOU to ensure standard response times are within the allowable limits, in addition to outlining the details of the responsibility and liability of the Municipalities;

**NOW THEREFORE**, in consideration of the previous mutual covenants and agreements contained herein, hereby acknowledged by the parties, the parties hereto agree as follows:

1. **THAT** this LOU shall commence on the effective date and expire on December 31, 2023 with the understanding that a new agreement shall be executed in the future;
2. **THAT** the responsibility and liability of each Municipality are outlined in the attached Schedule 'A' "Mutual and Automatic Aid Plan and Program for the South-West Parry Sound District Issued: 2015" that forms a part of this LOU.

**IN WITNESS WHEREOF**, the parties have entered into this LOU as of the Effective Date.

**THE CORPORATION OF THE TOWNSHIP OF MCKELLAR**

Per: \_\_\_\_\_  
Ina Watkinson  
Clerk/Administrator

Per: \_\_\_\_\_  
David Moore  
Mayor

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

Per: \_\_\_\_\_  
Kerstin Vroom  
CAO/Clerk

Per: \_\_\_\_\_  
Sam Dunnett  
Mayor



**Schedule "A" to the LOU between  
McKellar and Magnetawan**

**Mutual and Automatic Aid Plan and Program for the South-West Parry Sound District  
Issued: 2015**

DRAFT



## Office of the Fire Marshal

### Mutual and Automatic Aid Plan and Program

*for the*

### South-West Parry Sound District

Fire Co-ordinator Brian Leduc  
McDougall Fire Department

Assistant Fire Co-ordinator Dave Thompson  
Parry Sound Fire Department

Issue Date: 2015

## **Index**

---

Foreword .....	4
Purpose of the Plan .....	5
Authority .....	5
Definitions.....	5
Principles of Operation of Mutual Aid Plans in Ontario .....	7
Mutual Aid System Components.....	8
Minimum Conditions for Participation in Programs	
Mutual Aid.....	8
Provincial CBRN/HUSAR Resources .....	10
Automatic Aid.....	12
South-West Parry Sound District Extrication Response Support .....	13
South-West Parry Sound District Specialized High Angle Rescue Support .....	14
Activation of Mutual Aid Plan.....	15
Criteria for Appointment as Fire Co-ordinator or Alternate .....	16
Appointment Process for Fire Co-ordinators and Alternate .....	16
Roles and Responsibilities	
Office of the Fire Marshal.....	17
Participants.....	17
Fire Co-ordinator .....	17
Zone Fire Co-ordinators.....	19
Participating Fire Chiefs .....	19
Fire Co-ordinators Protection From Personal Liability and Indemnification .....	19
Municipal Liability and Indemnity .....	20
Related Programs	
Mutual Aid Associations.....	21
Fire Co-ordinators' Conferences and Meetings .....	21
Running Card Assignments .....	22
Emergency Contact Information.....	24
Summary of Equipment .....	26

## Appendices

Index .....	A – 2
Appendix A – Additional Local Minimum Requirements .....	A – 3
Appendix B - Options for Cost Recovery for Automatic Aid Responses .....	A – 5
Appendix C – Identification of Equipment.....	A – 7
Appendix D – Sample By-Law Authorizing Participation in Mutual Aid .....	A – 8
Appendix E – Expense Account Guidelines .....	A – 9
Appendix F – Request to Replace Fire Co-ordinator or Alternate .....	A – 11
Appendix G – Request to Temporarily Appoint Fire Co-ordinator or Alternate .....	A – 12
Appendix H – International Border Crossing Coupling Locations and Quantities ...	A – 13
Appendix I – Fire Co-ordinator’s Check List .....	A – 16
Appendix J – Form For Proposal to Change Provincial Mutual Aid Plan .....	A – 17

## **Foreword**

This attached mutual aid plan and program and accompanying appendices were developed by the Office of the Fire Marshal in consultation with fire co-ordinators appointed by the Fire Marshal for the Province of Ontario to develop and coordinate county, district and region plans appropriate to local needs and circumstances.

Local county, district and region mutual aid systems will adopt the content of the plan as presented here. It will, however, be necessary for the participants to determine locally if the county, district or region mutual aid plan will include the automatic aid, hazardous materials and/or extrication program in the base document. In such cases it will be necessary to identify, within the plan, the participants in the various programs.

The local fire co-ordinator will be responsible for completing the running assignments, summary of contact information and list of local resources portions of the plan and submitting them to the Office of the Fire Marshal annually or as significant changes to the plan occur. Examples of significant changes include additions and deletions of major apparatus and equipment, staffing changes with the potential to affect emergency response, changes in senior officers and changes to emergency, business and personal telephone numbers of senior officers. The Office of the Fire Marshal will maintain a central inventory of all current mutual aid plans.

Local county, district and region mutual aid plans may adopt any or all of the appendices attached to this document based on local needs and circumstances. The appendices are intended to provide a local county, district or region with the ability to attach additional information to the base document that they will assist local participants in the day-to-day application and use of the plan. There is no requirement to submit the appendices to the Office of the Fire Marshal.

Mutual Aid Associations may be in place in county, district and regions. It is clearly understood that they do not have any authority relating to the operation of municipal fire departments or the mutual aid plan.



## **Purpose of the Mutual Aid Plan**

- To provide authority and general direction to *fire co-ordinators* for the co-ordination of *mutual aid systems* and associated *fire protection services* activated within the local county, district or region, as well as with neighbouring counties, districts or regions, inter-provincially and internationally.
- To provide clarification to municipalities of the roles and responsibilities of *fire co-ordinators* within the *mutual aid system*.
- To provide other emergency management agencies with an understanding of the *fire co-ordinators* role within the *mutual aid system*.

## **Authority**

*Fire department* personnel appointed by the Fire Marshal as *fire co-ordinators* shall fulfill the duties and responsibilities as instructed by the Fire Marshal (Fire Protection and Prevention Act 1997, Section 7).

### ***Fire co-ordinators***

7. (1) *The Fire Marshal may appoint fire co-ordinators for such areas as may be designated in the appointment. 1997, c. 4, s. 7 (1).*

### ***Duties***

(2) *A fire co-ordinator shall, subject to the instructions of the Fire Marshal,*

*(a) establish and maintain a mutual aid plan under which the fire departments that serve the designated area agree to assist each other in the event of an emergency; and*

*(b) perform such other duties as may be assigned by the Fire Marshal. 1997, c. 4, s. 7 (2); 2002, c. 18, Sched. N, s. 1*

## **Definitions**

In this document,

***Acceptable*** - means acceptable to the *fire co-ordinator* and participating *fire chiefs* in consultation with the Office of the Fire Marshal.

***Alternate Fire Co-ordinator*** - means the person appointed by the Fire Marshal, under the authority of the Fire Protection and Prevention Act, 1997 to act in absence of the *fire co-ordinator*.



***Automatic Aid*** - means any agreement under which a *municipality* agrees to provide an initial response to fires, rescues and emergencies that may occur in a part of another *municipality* where a *fire department* in the *municipality* is capable of responding more quickly than any *fire department* situated in the other *municipality*; or a *municipality* agrees to provide a supplemental response to fires, rescues and emergencies that may occur in a part of another *municipality* where a *fire department* in the *municipality* is capable of providing the quickest supplemental response to fires, rescues and emergencies occurring in the part of another *municipality*

***Company*** – means a complement of personnel operating one or more pieces of apparatus under the control of a supervisor.

***Council*** - means the *council* of a *municipality* participating in the *mutual aid plan*.

***Cover*** - means the *fire department* that is available to provide back-up coverage to another *fire department* that is providing *help* to another *fire department* in the event of a *mutual aid plan* activation

***Fire Chief*** - means the person appointed by a *participant* in the *mutual aid plan* as the head of the *fire department*

***Fire Co-ordinator*** - means the person appointed by the Fire Marshal, under the authority of the Fire Protection and Prevention Act, 1997 to co-ordinate the *mutual aid plan*, or the person appointed by the Fire Marshal to act in absence of the *fire co-ordinator*

***Fire Department*** - means a group of firefighters authorized to provide *fire protection services* by a *municipality*, group of municipalities or by an agreement made under section 3 of the Fire Protection and Prevention Act.

***Fire Protection Adviser*** - means a person employed by the Office of the Fire Marshal, Field Fire Protection Services section, to provide advice and assistance to municipalities and *fire departments*

***Fire Protection Services*** - includes fire suppression, fire prevention, fire safety education, communication, training of persons involved in provision of *fire protection services*, rescue and emergency services and the delivery of all those services

***First Nation Community*** - means a band as defined in the *Indian Act* (Canada)

***Help Call*** - means the *fire department* that is called to assist another *fire department* in the event of a *mutual aid plan* activation

***Home Fire Chief*** - means the *fire chief* of the *municipality*, community or area experiencing a *major emergency*

**Home Fire Department** - means the *fire department* of the *municipality*, community or area experiencing a *major emergency*

**Incident Management System** – means the program used by the county/district/region to establish a standard approach to incident management, priorities, action planning, and resource utilisation.

**Major Emergency** - means a situation that, in the opinion of the local *fire chief*, constitutes a danger of major proportions to life, property and/or the environment and that exceeds the capability of the local *fire department*.

**Municipality** – means local municipality as defined in the Municipal Act

**Mutual Aid** - means a program to provide/receive assistance in the case of a *major emergency* in a *municipality*, community or area.

**Mutual Aid Plan or System** - means the *mutual aid plan* developed under the authority of the Fire Protection and Prevention Act, 1997 and direction of the Fire Marshal to facilitate provision of *fire protection services* to the residents of a county, district or region under a co-ordinated and co-operative system.

**Participant** - means an organization, approved by the Fire Marshal, or a *municipality* which operates or manages a *fire department* that meets and maintains the requirements for participation in the *mutual aid plan*

**Regional Operations Manager** – means the person appointed by the Office of the Fire Marshal to manage a defined region within the Fire Protection Services Section under the direction of the Assistant Deputy Fire Marshal

**Significant Event** – means a *mutual aid activation requiring the assistance of two or more fire departments*.

**Unorganized Territory** - means a geographic area without municipal organization

**Zone Fire Co-ordinator** - means the person appointed by the Fire Marshal, under the authority of the Fire Protection and Prevention Act, 1997 to co-ordinate a geographic portion of the county, district or region *mutual aid plan* under the direction of the county, district or region *fire coordinator*.

## **The Principles of Operation of Mutual Aid Plans in Ontario**

- To promote adequate and coordinated efforts to minimize loss of life and property and damage to the environment through efficient utilization of fire department and other resources in the event of a *mutual aid* activation during times of natural or man-made emergencies.
- To provide the organizational framework necessary to effectively manage *mutual aid* resources within a unified *incident management system*.

## **Mutual Aid System Components**

This *mutual aid plan* embodies the action to be taken by *participants* to engage in the following program components.

1. Activate *mutual aid* during a *major emergency* where the *home fire department* is committed and/or the situation cannot be contained or controlled with available resources.
2. Activate the provincial CBRN or HUSAR response system.
3. (Optional) Activate a county, district or region *automatic aid* program.
4. (Optional) Activate a county, district or region hazardous materials support response.
5. (Optional) Activate a county, district or region extrication support response.
6. (Optional) Activate a county, district or region specialized rescue support response.

## **Mutual Conditions for Participation in Programs**

### **1. Mutual Aid**

- A. A request for *help* or *cover* by any other *participant* in the *mutual aid plan* takes priority over any other agreements entered into by another *participant*.
- B. The *fire chief*, or designate, may refuse to supply the requested response to occurrences if such response personnel, apparatus or equipment are required to provide *fire protection services* in the local *municipality*. Similarly, the fire chief, or designate, may order the return of such apparatus, equipment or personnel that is responding to, or is at, the scene of a *mutual aid* activation if it is required to provide *fire protection services* in the local *municipality*. In such cases the *fire chief* must notify the *fire co-ordinator* or designate of his/her actions.
- C. The participating *fire department* must be established and regulated by a municipal by-law.

*Note: Where unorganized territories, First Nation communities, or federal properties form part of the mutual aid plan, alternative authorization may be accepted.*

- D. Council must confirm the *fire chief* of a municipal *fire department*, by by-law or a similar method of authorization. The Office of the Fire Marshal must appoint the *fire chief* of a *fire department* established for an *unorganized territory*.
- E. A by-law must be passed by *council* authorizing its *fire department's* participation in the *mutual aid plan*. *Fire departments* serving *unorganized territories* must be authorized to participate through an agreement signed by the Office of the Fire Marshal.
- F. A participating *fire department* must have adequate resources to handle day-to-day emergencies in its own jurisdiction.
- G. A participating *fire department* must be *acceptable* to:
- the *fire chief(s)* of the *fire department(s)* to be its first response for *mutual aid* assistance;
  - the *fire chief(s)* of the *fire department(s)* it will be first response to for *mutual aid* assistance; and,
  - the *fire co-ordinator*
- H. Triple combination pumpers and water tank trucks are the basic vehicles intended to be used for response. Where the *fire co-ordinator* and the *participating fire chiefs* agree rescue vehicles, aerial ladder trucks, and other specialized vehicles and/or services may be included.
- Note: This does not mean a municipality with an aerial ladder truck is obligated to make it available to a municipality that does not have one to reciprocate the service.*
- I. Home fire department personnel will be in overall command of the *mutual aid* activation and will be responsible for co-ordination of local resources and those of the responding *fire department(s)*.
- J. *Participants* in the *mutual aid* system will have adopted and implement an approved *incident management system*.
- K. *Fire chiefs* shall notify the *fire co-ordinator* of all significant changes as they occur, regarding stations, personnel, apparatus and/or equipment.
- L. Radio communication procedures shall be in accordance with principles and policies agreed upon by the participating *fire chiefs*.
- M. Minimum requirements of the Occupational Health and Safety Act must be met as it pertains to *fire departments*.
- N. *Fire chiefs* shall provide copies of agreements for fire protection to the *fire co-ordinator*, if requested by the *fire co-ordinator*.

- O. An applicant to participate in *mutual aid* that fails to meet the criteria as agreed to by the participating *fire chiefs* of the area, in conjunction with the *fire co-ordinator* and approved by the OFM *regional operations manager*, will not be accepted as a member of the *mutual aid plan*.
- P. The *fire co-ordinator* will consult with the OFM *regional operations manager* when a *participant* fails to maintain the established criteria for participation in the *mutual aid plan*. The *participant* will be given a written notice by the *fire co-ordinator* to have the deficiencies corrected. Failure to maintain the established criteria to the satisfaction of the *fire co-ordinator* and the *regional operations manager* shall result in removal from the system.
- Q. *Mutual aid* assistance is to be provided to *participants* on a reciprocal basis i.e. no costs involved.
- R. *Mutual aid* is not immediately available for areas that receive fire protection under a fire protection agreement. The *municipality, unorganized territory* or *First Nations community* purchasing fire protection is responsible for arranging an *acceptable* response for back-up<sup>1</sup> *fire protection services*. In those cases where the emergency requirements exceed those available through the purchase agreement **and** the back-up service provider the *mutual aid plan* can be activated for the agreement area.

## 2. Provincial CBRN and HUSAR Resources

The Province operates a system to provide response support for chemical, biological, radiological, nuclear and explosion (CBRNE) and heavy urban search and rescue (HUSAR) incidents, to local communities. The system operates under the following conditions.

- Initial response to CBRNE and HUSAR emergencies are a local responsibility. More advanced support may be available locally through the *mutual aid* system or a contracted service provider, which includes contracted support from another *municipality* through a fire protection services agreement or an *automatic aid* agreement and contracted support from a commercial provider.
- It is intended that CBRNE teams and a HUSAR team strategically located in designated cities, and operating under a memorandum of understanding with the Province of Ontario will also be available to support local responders.
- The expectations and capabilities of responding CBRNE Teams shall be based on the National Fire Protection Association Standard 472: Professional Competence of Responders to Hazardous Materials Incidents. That standard provides for the following levels.
  - Level 1: Awareness of what constitutes a hazardous materials incident
  - Level 2: Capacity to carry out limited response activities

---

<sup>1</sup> Back-up fire protection service could be in the form of a first response agreement or automatic aid.

- Level 3: Capacity to mitigate hazardous materials incidents
- The expectations and capabilities of the responding HUSAR team shall be based on the National Fire Protection Association Standard 1670: Operations and Training for Technical Rescue Incidents. That standard provides for the following levels.
  - Level 1: Awareness of what constitutes a technical rescue incident
  - Level 2: Capacity to carry out limited response activities
  - Level 3: Capacity to mitigate technical rescue incidents

**Activation of resources:**

- A. It is anticipated that a *municipality* requiring the assistance of a CBRNE or HUSAR team will have initiated, or be in the process of declaring, an emergency, pursuant to the Emergency Management Act, R.S.O. 1990, c. E-9.
- B. All requests for assistance from a CBRNE or HUSAR team will be received and co-ordinated through the Emergency Management Ontario Provincial Emergency Operations Centre (PEOC). 1-866-314-0472
- C. Should an emergency occur in a locality that in the opinion of the *fire coordinator*, or his/her designate, cannot be addressed through the resources of the local *fire department*, the *mutual aid* system or contracted service providers, he/she shall consider requests from local communities and contact the PEOC to request the response of a CBRNE or HUSAR team.
- D. The decision to activate one or more of the teams as part of the provincial response to an emergency will be approved by the appropriate Ministry of Community Safety and Correctional Services representative through the PEOC.
- E. The PEOC, in conjunction with the Office of the Fire Marshal (Fire Protection Services – Emergency Planning & Strategic Development) will be responsible for overall coordination and direction of the response, and the PEOC will be responsible for coordinating any necessary funding to support the activation of a CBRNE or HUSAR team.
- G. Local personnel will be in overall command of the emergency situation and will be responsible for coordination of local resources and those of the responding *fire department(s)*.
- H. The individual activities of a CBRNE or HUSAR team will be under the command of the officer-in-charge of the CBRNE or HUSAR team.
- I. The CBRNE response teams are not intended to fight fires involving hazardous materials. When *fire departments* respond to hazardous material fires, the normal method of activating *mutual aid* is to be followed for additional fire suppression assistance.
- J. The CBRNE or HUSAR team will not respond outside its home *municipality* as part of the memorandum of understanding unless deployed by the PEOC, in consultation with the OFM. When the CBRNE or HUSAR team is mistakenly

called directly by agencies or persons other than the *fire co-ordinator*, the CBRNE or HUSAR team will immediately notify the local *fire department* to respond and shall stand by to respond if required.

- K. Nothing in the memorandums of understanding with the province prevents the CBRNE or HUSAR teams from responding outside their home municipalities under a fire protection services agreement or *automatic aid* agreement or like agreement or arrangement between the team's *municipality* and another *participant*.

### 3. Automatic Aid

Improvements may be made to the overall effectiveness of the *mutual aid* system by implementing an *automatic aid* program within the *mutual aid* system. Potential improvements include:

- The quickest available fire station immediately responds to a call for service, regardless of municipal boundaries;
- The assembly time of an adequate fire attack team may be reduced (the fire attack team may be made up of personnel and equipment from more than one *fire department*);
- Equipment and personnel may be made available, particularly at the outer extremities of municipalities, which are neither practical nor reasonable for municipalities to provide for themselves due to the financial demands inherent with their provision.

### Program Participation

- A. A *participant* in an *automatic aid* program that forms part of the *mutual aid plan* must meet and maintain the requirements for participation in the *mutual aid plan*.
- B. *Fire departments* entering into *automatic aid agreements* must notify the affected *fire co-ordinator(s)*.
- C. Supplying *fire departments* must ensure sufficient resources remain available in their own *municipality* or area to provide initial responses to emergency calls.
- D. Communications systems should be in place to support the simultaneous and coordinated response of required *fire departments*.
- E. First arriving companies will initiate an *incident management system* in accordance with those agreed to in the *mutual aid plan*. The *home fire department* shall assume command of the incident after arrival at the scene.
- F. Activation of additional apparatus, equipment and personnel in the home *municipality* is not *automatic aid*. Such a response is expected and should be ordered into action whenever necessary.

- G. Where a *municipality* purchases *fire protection services*, for a fee or any other consideration, for its jurisdiction or any part of it, *automatic aid* may be activated. In the event that the first call for additional assistance is required in an area where *fire protection services* are usually purchased from a neighbouring *municipality*, the responding *fire department* may charge for its service; these are not *mutual aid plan* responses.
- H. A request for *mutual aid plan* response has priority over any requests such as *automatic aid*. *Automatic aid* responses are secondary to *mutual aid* obligations.
- I. *Automatic aid*, unlike mutual aid, is not intended to be provided to the receiving *municipality* at no charge. A request for day-to-day assistance, as opposed to a request for help at a major fire or other emergency, should be on a cost recovery basis.

#### 4. South-West Parry Sound District Extrication Response Support

Improvements may be made to the overall effectiveness of the *mutual aid system* by implementing an auto extrication response support program within the *mutual aid system*. Potential improvements include:

- The closest available specialized assistance immediately responds to a call for service, regardless of municipal boundaries.
- The Britt; Seguin; Carling; and McDougall *Fire Departments* are trained and equipped to provide auto extrication response support and has/have agreed to respond and provide assistance throughout the county, district or region when requested by participating *fire departments*

#### Program Participation

- A. The requesting *fire department* will communicate directly with the *fire department* closest to the scene with the apparatus, equipment and personnel that is required.
- B. The *home fire department* must respond, assume command and remain in attendance for the duration of the incident.
- C. The *home fire department* will supply apparatus, equipment and personnel for fire suppression, as well as basic extrication and additional support for the extrication support team, as required.
- D. When the *home fire department* arrives at the scene first, it will:
  - contact the extrication support team by radio, as soon as possible;
  - give updates relevant to the nature and extent of the incident;
  - give best routes and where to locate at the incident or staging area; and,



- identify the sector (or person) the support team should report to upon arrival.
- E. Responses by the extrication support units to municipalities or areas purchasing *fire protection* may be charged directly to that *municipality* or area as though the response was a *fire department* receiving a call for fire suppression assistance.

### **5. South-West Parry Sound District Specialized High Angle Rescue Support Program**

Improvements may be made to the overall effectiveness of the *mutual aid system* by implementing a specialized rescue support program within the *mutual aid system*. Services provided within the program include High Angle Rescue Potential improvements include:

- The closest available specialized assistance immediately responds to a call for service, regardless of municipal boundaries.
- The High Angle Rescue Team Members are trained and equipped to provide High Angle Rescue response support and have agreed to respond and provide assistance throughout the South-West Parry Sound District when requested by participating *fire departments*.

#### **Program Participation**

- A. The requesting *fire department* will communicate directly with the *fire department* closest to the scene with the apparatus, equipment and personnel that is required.
- B. The *home fire department* must respond, assume command and remain in attendance for the duration of the incident.
- C. The *home fire department* will supply apparatus, equipment and personnel for fire suppression, as well as basic support for the High Angle Rescue Team, as required.
- D. When the *home fire department* arrives at the scene first, it will:
- contact the High Angle Rescue Team by radio, as soon as possible;
  - give updates relevant to the nature and extent of the incident;
  - give best routes and where to locate at the incident or staging area; and,
  - identify the sector (or person) the support team should report to upon arrival.
- E. Responses by the High Angle Rescue Team to municipalities or areas purchasing *fire protection* may be charged directly to that *municipality* or area as though the response was a *fire department* receiving a call for fire suppression assistance.

## **6. South West Parry Sound District Specialized Rescue Support Program**

Improvements may be made to the overall effectiveness of the *mutual aid system* by implementing a specialized rescue support program within the *mutual aid system*. Services provided within the program include Ice Water Rescue and Snowmobile Response Units

Potential improvements include:

- The closest available specialized assistance immediately responds to a call for service, regardless of municipal boundaries.
- The Seguin, McDougall and Britt Fire Departments are trained and equipped to provide Ice Water Rescue and Snowmobile Response support and have agreed to respond and provide assistance throughout the district when requested by participating *fire departments*

### **Program Participation**

- A. The requesting *fire department* will communicate directly with the *fire department* closest to the scene with the apparatus, equipment and personnel that is required.
- B. The *home fire department* must respond, assume command and remain in attendance for the duration of the incident.
- C. The *home fire department* will supply apparatus, equipment and personnel for fire suppression, as well as basic support for the Ice Water Rescue or Snowmobile Response team, as required.
- D. When the *home fire department* arrives at the scene first, it will:
  - contact the Ice Water Rescue or Snowmobile Response team by radio, as soon as possible;
  - give updates relevant to the nature and extent of the incident;
  - give best routes and where to locate at the incident or staging area; and,
  - identify the sector (or person) the support team should report to upon arrival.
- E. Responses by the Ice Water Rescue or Snowmobile Response units to municipalities or areas purchasing *fire protection* may be charged directly to that *municipality* or area as though the response was a *fire department* receiving a call for fire suppression assistance.

## **Activation of Mutual Aid Plan**

### **Requesting Fire Department**

The incident commander, or the communications facility currently serving the incident commander, will communicate directly with the first *help* call.

- A. Identify who you are and give any code word required.
- B. Briefly describe the nature of the incident.
- C. Give the location of the incident.
- D. Provide information on any Automatic Aid activations initiated.
- E. Be specific about resources required.
- F. Provide directions and travel route to the scene as required.
- G. Advise who, and on what radio frequency or talk group, to contact for assignment and/or staging location. If common radio frequencies or talk groups are not available direct the responding *mutual aid* companies to a specific location and advise them whom to contact on arrival.

#### **First Help Call Fire Department**

- A. Dispatch required assistance.
- B. Notify the *fire co-ordinator*, or the *fire co-ordinator's* communications facility, of the incident and your response and the information provided regarding Automatic Aid responses if any.
- C. Notify appropriate *fire co-ordinator(s)*, or their communications facility, where the response involves cross county/region/district activation.

#### **Fire Co-ordinator**

- A. Arrange for cover for home and assisting departments as required.
- B. Receive all additional calls for assistance after the *first help call*.

*Note: Inter-county (or district, or region) mutual aid is treated as any other activation. There should be no boundaries when considering mutual aid assistance.*

#### **Termination of the Incident**

- A. The incident commander will determine when assisting resources are no longer required.
- B. The incident commander will release resources as soon as possible.
- C. The incident commander will notify the *fire co-ordinator*, or the *fire co-ordinator's* communications facility, that assisting resources are no longer required and are being released.
- D. Assisting *fire department(s)* will notify the *fire co-ordinator*, or the *fire co-ordinator's* communications facility, when they have returned to their station(s)

and are in service. Assisting includes response to the emergency scene and providing cover at other *fire departments*.

### **Criteria for Appointment as Fire Co-ordinator or Alternate**

- A. *Fire chief*, deputy fire chief or senior officer with the necessary training and experience to co-ordinate the system
- B. Willingness of proposed *fire co-ordinator* or *alternate(s)* to fill the role.
- C. Agreement of employer for *fire co-ordinator* or *alternate(s)* to fill the role
- D. Capability to monitor, receive and transfer radio communications within the county, district or region and between other counties, districts and/or regions.
- E. Familiarity and continuity within the system.
- F. Where possible and where practicable of attainment the *fire co-ordinator* and *alternate* come from the same department.
- G. Agreeable to the roles and responsibilities as defined in the *mutual aid plan*.

### **Appointment Process for Coordinators and Alternates**

- A. At his/her earliest convenience, the *fire co-ordinator* notifies the local *fire protection adviser* or the *regional operations manager* of pending resignation or vacating of position and completes Appendix "F" – Request for Replacement.
- B. The *fire co-ordinator* makes a recommendation for replacement, based on selection criteria. If possible the *fire co-ordinator* obtains a letter from the candidate's CAO or *council* approving the recommended person for the position.
- C. The *regional operations manager* reviews the recommendation in consultation with the local *fire protection adviser*
- D. Local *fire protection adviser* confirms with CAO and/or *council* approval of the recommended person if not submitted by the *fire co-ordinator* in the original application.
- E. *Regional operations manager* forwards the recommendation to the Fire Marshal, or designate, for appointment.
- F. Fire Marshal (or designate) makes appointment.
- G. Access is provided to the OFM *fire co-ordinators* website
- H. Local *fire protection adviser* delivers the appointment letter, identification card and wallet badge.
- I. *Fire protection adviser* reviews the roles and responsibilities with the newly appointed *fire co-ordinator*

- J. *Fire protection adviser* provides latest copy of the *fire co-ordinators' Mutual Aid Plan and Program* manual and accompanying Appendices
- K. *Fire protection adviser (s)* inform local *fire departments* of the appointment (where required).

## **Roles and Responsibilities**

### **1. Office of the Fire Marshal**

- A. Develop and approve the *mutual and automatic aid plan* and appendices in consultation with *fire co-ordinators*
- B. Review and approve *mutual aid plans*
- C. Maintain a centralized inventory of current *mutual aid plans*
- D. Provide support through specialized resources and equipment, as available
- E. Appoint the *fire chief* of a *fire department* established for an unincorporated area that is to participate in the *mutual aid plan*.
- F. Authorize *fire departments* serving unincorporated areas to participate in the *mutual aid plan* through an agreement signed by the Office of the Fire Marshal.
- G. Monitor activations of the *mutual aid system*.
- H. Maintain the *fire co-ordinators* website and provide regular communications and updates to the *fire co-ordinators*.
- I. Organize and conduct the annual *fire co-ordinators' conference*.
- J. Review the operations and performance of the *mutual aid system*.

### **2. Participants**

*Participants* in the *mutual aid plan* are responsible for passing a by-law, agreement or alternative *acceptable* authorization to:

- A. Establish and regulate a *fire department*,
- B. Appoint the *fire chief* of the *fire department*, and,
- C. Authorize participation in the *mutual aid plan*.

### **3. Fire Co-ordinator**

*Fire department* personnel appointed by the Fire Marshal as *fire co-ordinators* shall fulfill the duties and responsibilities as instructed by the Fire Marshal (Fire Protection and Prevention Act 1997, Section 7).

Roles and responsibilities of the fire co-ordinator and in the absence of the fire co-ordinator the alternate co-ordinator for the purposes of this *mutual aid plan* include:

- A. Develop, review and maintain an up-to-date *mutual aid plan*, under the instructions of the Fire Marshal of Ontario, and in cooperation with the area *fire chiefs*.
- B. Submit the plan to the Office of the Fire Marshal (OFM) *regional operations manager* for approval
- C. Review the *mutual aid plan* annually, or more often if required, with the participating *fire chiefs* and the local *fire protection adviser(s)*.
- D. Coordinate activations of the *mutual aid plan*.
- E. Consider requests and recommend to the PEOC the deployment of provincial CBRNE and HUSAR teams.
- F. Provide advice and assistance to the Fire Marshal upon request.
- G. May assist and support *participants* by providing information and guidance during *mutual aid* activations.
- H. Within 7 days forward by email to [FPSDAR@ontario.ca](mailto:FPSDAR@ontario.ca) a synopsis of any significant events within their area.
- I. In cooperation with the local *fire protection adviser*, review equipment and apparatus covered by the plan when deemed necessary by the *fire co-ordinator* or the *fire protection adviser*.
- J. Attend the annual *fire co-ordinators'* conferences and such other meetings as may be convened from time to time by the OFM.
- K. Submit expense accounts to the OFM *regional operations manager* for approval twice yearly, and more frequently if required, and before March 31<sup>st</sup> of each year.
- L. Encourage county, district or regional training, and submit requests to the Office of the Fire Marshal for specialized courses.
- M. Other duties as may be assigned by the Fire Marshal.

Roles and responsibilities of the *fire co-ordinator* for the purposes of this *mutual aid plan* do not include:

- A. In an *unorganized territory* where there are no agreements made pursuant to the Fire Protection and Prevention Act, 1997 to provide *fire protection services*, there is ordinarily no role for the *fire co-ordinator* to play. The role of the *fire co-ordinator* is to coordinate *mutual aid plans* and to perform related duties. *Mutual*

*aid plans* are plans developed between *fire departments*. *Fire departments* exist only in municipalities, or pursuant to an agreement in an *unorganized territory*.

#### **4. Participating Fire Chiefs**

- A. Familiarize members of the *fire department* with contents of the *mutual aid plan*.
- B. Implement the local components of the *mutual aid plan*.
- C. Submit the relevant Standard Incident or Casualty Reports for all incidents directly to the Office of the Fire Marshal.
- D. Notify the *fire co-ordinator* of all significant changes as they occur, regarding stations, personnel, apparatus and/or equipment and contact information.
- E. Provide copies of agreements for fire protection to the *fire co-ordinator*, if requested by the *fire co-ordinator*.
- F. Attend *mutual aid system* meetings as called by the *fire co-ordinator*.
- G. Advise the *fire co-ordinator* of any municipal re-alignments or amalgamations.
- H. Provide a copy of the *mutual aid plan* to the municipal *council*.

#### **Fire Co-ordinator's Protection from Personal Liability and Indemnification**

The Fire Protection and Prevention Act, 1997 addresses the issue of protection from personal liability and indemnification for *fire co-ordinators*.

*74. (1) No action or other proceeding for damages shall be instituted against a firefighter, a fire co-ordinator, a community fire safety officer, a member or employee of the Fire Safety Commission, an assistant to the Fire Marshal, the Deputy Fire Marshal, the Fire Marshal, or a person acting under his or her authority, for any act done in good faith in the execution or intended execution of his or her power or duty for any alleged neglect or default in the execution in good faith of his or her power or duty.*

*75. (1) A firefighter, a fire co-ordinator, a community fire safety officer, a member or employee of the Fire Safety Commission, an assistant to the Fire Marshal, the Deputy Fire Marshal, the Fire Marshal or a person acting under his or her authority shall be indemnified for reasonable legal costs incurred,*

*(a) in the defence of a civil action, if the person is not found to be liable;*

*(b) in the defence of a criminal prosecution, if the person is found not guilty;*

- (c) *in respect of any other proceeding in which the person's execution of his or her duties is an issue, if the person acted in good faith.*

## **Municipal Liability and Immunity**

The Municipal Act addresses the issues of immunity protection for *councils* and members of *fire departments* participating in the *mutual aid plan*.

### ***Liability re: fire service***

*467. Despite the repeal of the old Act, clause (e) of paragraph 31 of section 210 and paragraph 32 of section 210 of that Act continue to apply for the purpose of protecting a municipality from liability with respect to agreements entered into and emergency fire service plans adopted prior to January 1, 2003. 2001, c. 25, s. 467.*

### ***Immunity***

*448. (1) No proceeding for damages or otherwise shall be commenced against a member of council or an officer, employee or agent of a municipality or a person acting under the instructions of the officer, employee or agent for any act done in good faith in the performance or intended performance of a duty or authority under this Act or a by-law passed under it or for any alleged neglect or default in the performance in good faith of the duty or authority. 2001, c. 25, s. 448 (1).*

### ***Policy decisions***

*450. No proceeding based on negligence in connection with the exercise or non-exercise of a discretionary power or the performance or non-performance of a discretionary function, if the action or inaction results from a policy decision of a municipality or local board made in a good faith exercise of the discretion, shall be commenced against,*

- (a) a municipality or local board;*
- (b) a member of a municipal council or of a local board; or*
- (c) an officer, employee or agent of a municipality or local board.*  
*2001, c. 25, s. 450.*

## **Related Programs**



## **Fire Co-ordinators' Conferences and Meetings**

Each year a *fire co-ordinators'* conference is organized and conducted by the Office of the Fire Marshal. New developments in *mutual aid* are discussed, as well as current issues or problems in *mutual aid* operations. From time to time exercises will be conducted at the *fire co-ordinators'* conferences. *Fire co-ordinators* in regional areas of the province may meet from time to time to discuss local issues with OFM staff and others. In addition, *fire co-ordinators* are expected to convene regular meetings with *fire chiefs*, or their representatives, within their jurisdictions.

## **Contacting the Office of the Fire Marshal:**

The Regional Operations Managers are the point of contact for Fire Co-ordinators to forward:

- current copies of mutual aid plans
- updates to mutual aid plan resources and contact lists, and
- original copies of expense claims – faxed copies not acceptable for approved government procedures

Original copies of the above are to be mailed to:

Office of the Fire Marshal  
(Southwest or Southeast Regional Manager)  
2284 Nursery Road  
Midhurst, ON  
LOL 1X0

Office of the Fire Marshal  
(Northwest or Northeast Regional Manager)  
3767 Highway 69 South, Suite 6  
Sudbury, ON  
P3E 4N1

In those instances when a *fire co-ordinator* or *alternate fire co-ordinator* has a question about the expected roles and responsibilities he/she may contact the local *fire protection adviser* or the appropriate *regional operations manager* of the Office of the Fire Marshal.

During non-business hours contact may be arranged through the Provincial Emergency Operations Centre by calling 1-866-314-0472 and asking to be put in contact with the on-call manager for Fire Protection Services who will address the concern directly and/or put you in contact with the appropriate *regional operations manager*.

During major emergencies with provincial interests OFM staff members will typically be assigned to the Provincial Emergency Operations Centre (PEOC) and/or at the Ministry Emergency Operations Group (MEOG). These staff members may be in contact with *fire co-ordinators* dependent on the location and type of situation. *Fire co-ordinators* will be

provided with an appropriate contact number(s) for continued contact throughout the emergency.

## Running Card Assignments

Requests for Assistance and Cover:

The location of *participants* identified as “*help*” or “*cover*” is not limited to the local South-West Parry Sound District. However, in those instances when the identified “*help*” or “*cover*” comes from another district, or from another province or state, the affected *fire co-ordinator* and *fire chief(s)* shall be informed of the *participant*’s inclusion in the local *mutual aid plan*.

The order of activation will be determining by selecting the department with the quickest ability to provide the requested assistance.

### Britt Fire Department

<b>Help call</b>	Carling Township	Argyle	Alban-French River
<b>Cover</b>	McDougall Township	Not Required	Noelville

### Carling Fire Department

<b>Help Call</b>	McDougall Township	Parry Sound	Seguin Township
<b>Cover</b>	Not Required	Not Required	Not Required

### Whitestone Fire Department

<b>Help Call</b>	McKellar Twp	Magnetewan Township	McDougall Township
<b>Cover</b>	McDougall Twp	Parry Sound	Not Required

### Seguin Fire Department

<b>Help call</b>	(North West) Parry Sound	(North East – Blackwater) McKellar Twp. (North East – Hwy. 518) McMurrich/ Montieth	(South East) (Mutual-Aid) Muskoka Lakes (Minett)	(South West) (Mutual-Aid) Muskoka Lakes (Footes Bay)	Extrication (North) McDougall (South) Footes Bay
<b>Cover</b>	Not Required	Not Required	Not Required	Not Required	Not Required

### McKellar Fire Department

<b>Help Call</b>	McDougall Township	Whitestone	Seguin
<b>Cover</b>	Parry Sound	Magnetawan	Not Required

**Parry Sound Fire Department**

<b>Help Call</b>	McDougall Township	Seguin Township	McDougall Township
<b>Cover</b>	Not Required	Not Required	McKellar Township

**McDougall Fire Department (Station #1)**

<b>Help Call</b>	McDougall Township (Station 2)	Parry Sound	Carling Township
<b>Cover</b>	Seguin Township	McKellar Township	Not Required

**McDougall Fire Department (Station #2)**

<b>Help Call</b>	McDougall Township (Station 1)	McKellar Township (Station 1 or 2)	McKellar Township (Station 1 or 2)
<b>Cover</b>	McKellar Township	Whitestone	Whitestone

**Magnetawan Fire Department**

<b>Help Call</b>	Whitestone Twp. or Sundridge/Strong Or Burks Falls	Sundridge/Strong Twp. Or Whitestone Or Burks Falls	Burks Falls or Whitestone Twp or South River/Machar
<b>Cover</b>	McKellar Twp or South River/Machar or Perry Twp.	South River/Machar or McKellar Twp. Or Perry Twp	Perry Twp. Or McKellar Twp. Or South River/Machar

**Emergency Contact Information**  
**South-West Parry Sound District**

<b>Fire Department</b>	<b>Contact Position/ Name</b>	<b>Phone Numbers</b>	<b>Radio Call Sign &amp; Frequency(s)</b>
Britt Fire Department			
Carling Fire Department			
McDougall Fire Department			
McKellar Fire Department			
Parry Sound Fire Department			
Seguin Fire Department			

<b>Whitestone Fire Department</b>
<b>Georgian Bay Fire Department</b>
<b>Magnetawan Fire Department</b>

### **Summary of Equipment**

In addition to the identified resources *participants* in the plan may add other pages that provide more detail about locally available equipment and specialized resources not normally included in the plan that could be used in other areas of the county/ district/ region or province during a *major emergency*, ex. a mobile command post. Any additional cost for using this specialized equipment outside the local county, district or region should be identified. (electronic copies of these forms are available on the fire coordinators website in Excel format.)

**See attached Fire Dept. Asset Reports**

Central Almaguin Planning Board

MINUTES

Wednesday, March 1, 2023

At the Village of South River Municipal Office located at  
63 Marie Street, South River (705-386-2573)

Board Meeting Minutes for March 1, 2023 – 5:30 p.m.

Attending:

<b>Vice Chair</b>	Magnetawan Member Sam Dunnett		
<b>Machar</b>	Member Lynda Carleton	Strong	Member Tim Bryson
<b>Chair</b>	Provincial Member John MacLachlan	Joly	Member Chris Nicholson
<b>Sundridge</b>	Member Jim MacLachlan		

Regrets: South River Member Jim Coleman

Secretary-Treasurer: Christine Hickey

Guests (Virtually) - Bill Green

1. The Chair called the meeting to order at 5:32 p.m.
2. Declaration of Pecuniary Interests - None
3. Minutes of the February 7, 2023, meeting.

**Res #1 Lynda Carleton-Tim Bryson**

BE IT RESOLVED THAT this Board does hereby adopt the minutes of Wednesday, February 1, 2023; as written. **CARRIED**

4. Payment of March Accounts:

**Res #2 Chris Nicholson-Sam Dunnett**

BE IT RESOLVED THAT this Board does hereby approve payment of the March Accounts:

Ch# 532 - Village of South River – Rent for March 2023 - \$341.92  
Ch# 533 - Christine Hickey – Wages (February 1 – February 22 – 22 hours)  
Ch# 534 – Deposit Refund Cheque – B010/22 Lount - \$298.27  
Ch# 535 - Municipal Planning Services – Invoices 6381, 6382, 6402 - \$1,118.72  
Online CRA Payments for February (\$83.56) **CARRIED**

5. Decisions on the following Files

B001/23 Magnetawan – Part Lot 20, Concession 8 – 121 Trails End



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.

**Res #3 Jim MacLachlan-Chris Nicholson**

Be it resolved that this Board does hereby approve File B001/23 Magnetawan

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

90m (+/-) Frontage on Ahmic Lake with an irregular Depth of 210m (+/-) and an area of 1.0ha (+/-), With access to the lot from a registered right-of-way from Trails End Lane, Retained lot will be an area of 8.56 ha (+/-)

The subject lands are located at Concession 8, Part Lot 20, with a municipal address of 121 Trails End Lane, 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

B002/23 Lount – Part Lot 134, Concession A

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 Spring Lake Subdivision – Setback for Accessory Building  
Re: Drawing of Proposed Garage - Review

**Res #4 Sam Dunnett-Chris Nicholson**

Be it resolved that the Central Almaguin Planning Board has received the drawing of the proposed garage for Lot 8, Spring Lake Subdivision;

AND THAT the Board has no additional comments at this time for the applicants consideration;

AND THAT once an application is received, pursuant to the resolution dated September 7, 2022, the Board will further review and provide direction. **CARRIED**

8. Correspondence - None

9. Adjournment

**Res #5 Lynda Carleton-Chris Nicholson**

BE IT RESOLVED THAT this Board does hereby adjourn until Wednesday, April 5, 2023 or at the call of the Chair.

**CARRIED**



705-382-2900  
www.almaguin-health.org

**Minutes:** April 6, 2023, 11:00 am via Zoom and in the McMurrich-Monteith Council Chambers

Present: Rod Ward (Chair), Tom Bryson, Delynne Patterson, Margaret Ann MacPhail, Norm Hofstetter, Jim Ronholm, Vicky Roeder-Martin, Chris Hope, Fraser Williamson (Vice Chair), Camille Barr (Secretary)

Regrets: Cheryl Philip, Brad Kneller

Guests: Susan Keast (HHR), Nicky Kunkel (Burk's Falls), Shelly van den Heuvel (BFFHT), Courtney Metcalf (ACED), Sarah Cooke

Called to order at 11:05 am by Chair R. Ward

1. 2023-09 Moved by F. Williamson - Seconded by C. Hope  
**THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council adopt the minutes from the regular meeting of March 2, 2023 as circulated. Carried.

2. **DECLARATION OF PECUNIARY OF INTEREST:** None

3. **DELEGATIONS:**

Susan Keast- Human Health Recruiter MAOHT

Susan provided an introduction to herself and her role which began just 3 months ago. She has spent a lot of time meeting with people, attending conferences, job fairs, and learning about the local needs. Susan shared that on average it takes 2-3 years to recruit 1 physician. She is working on branding the area as well investigating short term housing solutions for locums. Susan is eager to learn more about the needs in Almaguin and will connect with ACED and the Almaguin Highlands Chamber of Commerce. Currently her focus is on primary health care recruitment with specialists to follow. As Susan attends job fairs at NOSM and other schools, she has built a care package to hand out. If any municipalities have items to share, please reach out to Susan.

Nicky Kunkel- Village of Burk's Falls

Nicky, Clerk for the Village of Burk's Falls, presented the group with the past, present and possibilities for a long-term plan for the building known as the Almaguin Highlands Health Centre. In 2019, the Village began asking Almaguin municipalities for financial support for

the operations of the building. The goal is a more structured and predictable contribution plan. Councils are asked to review the 4 options presented by the Village (will be sent to municipal clerks) to consider at their next council meetings and respond to the Village with preferred option.

Shelly Van de Heuvel- Burk's Falls Family Health Team

Shelly introduced herself to the group as the Interim ED for the Burk's Falls Family Health Team. She provided an update on the Family Health Team renovations. The space will allow for two new clinical rooms, space for mental health services, and a larger OTN area.

Shelly spoke about money made available by the ministry for the expansion of Family Health teams. Her group will be applying, proposing a nurse practitioner to help with unattached patients and a social worker. With that, she will be reaching out to this table and Almaguin councils for letters of support.

As per the resolution below, a cheque will be provided by the Health Council for the OTN renovations.

**4. RESOLUTIONS PASSED:**

2023-10 Moved by Norm Hofstetter - Seconded by Tom Bryson

**THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council agrees to release funds in the amount of \$24,000.00 to the Burk's Falls Family Health Team to support OTN renovations. Carried.

2023-11 Moved by Fraser Williamson - Seconded by Vicky Roeder-Martin

**THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council directs the Secretary to distribute the proposed resolution regarding local share (as attached) to member municipal clerks for their next meeting agendas. Carried.

*Whereas the Almaguin Highlands Health Council has set a long-term fund-raising target for healthcare in the Almaguin Highlands of \$12-million over 12 years starting in 2023, and*

*Whereas 80%, or \$9.5-million, would be apportioned to the build costs for the Muskoka Algonquin Health Care (MAHC) hospital build, and*

*Whereas 20%, or \$2.5-million, would be apportioned toward a healthcare fund to be kept in the Almaguin Highlands to fund healthcare related activities in our area*

*Therefore be it resolved that the Municipality of \_\_\_\_\_ will set aside \$ \_\_\_\_\_ per year toward the MAHC build and \$ \_\_\_\_\_ per year for healthcare services in the Almaguin Highlands beginning \_\_\_\_\_.*

*Total contribution is estimated to be \$ \_\_\_\_\_ for the MAHC build and \$ \_\_\_\_\_ for healthcare services in the Almaguin Highlands over 12 years.*

## 5. ITEMS FOR DISCUSSION

### A) Discussion regarding need for Almaguin Healthcare System Navigator role

The Chair engaged in discussion with the MAOHT regarding the concept of a Healthcare System Navigator for Almaguin. It was suggested that a planner be hired verses a navigator. The position would be a contract, part time, for possibly 2 years to gather a complete "lay of the land" identifying what is needed in Almaguin. A strategic plan would be created by this person. MAOHT could handle all aspects of the position including hiring, while the funds would need to be gathered. There may be grant to conduct a study. This discussion was preliminary and idea sharing. More to come on this.

### B) Hospital 'Local Share' Update

The Chair has visited 11 of the 12 Almaguin municipalities to present on local share. The response has been good with lots of questions asked. A summary of municipal commitments was shared with the group.

The MAHC is hosting another round of community open houses with one on April 19<sup>th</sup> at 7:00pm at the ARBFM Arena.

As noted above, a resolution will go out to all member municipal councils asking for a commitment to local share and healthcare in Almaguin. Each council can adjust the resolution as they see fit.

### C) Progress Report

March 2023 Progress Report was shared with Council.

### D) Other business

C. Hope provided an update on the Digital Working group and M. MacPhail from the Home and Community meeting. Both are new to the group and taking in the information. Updates will be shared as able.

C. Hope brought up the concept of a community bus, able to facilitate transportation to and from healthcare and assist people to get out of their homes and into community. The concept is a bus that could service other municipalities, working with ACED to determine additional usage. More discussions to come.

The group has asked the Secretary to gather stats from Eastholme's transportation services on areas served and number of customers. They also asked the Secretary to reach out to DSSAB to be a delegate at a future meeting to provide programing updates so that Council may be aware of what resources they are offering.

2023- 12 Moved by V. Roeder-Martin - Seconded by N. Hofstetter

**THEREFORE, BE IT RESOLVED THAT** the Almaguin Highlands Health Council adjourn at 12:45 pm to meet again on May 4, 2023, at 10:00 am. Carried.

Location will be the Armour Municipal Office.

# AHH Council – Key Areas of Focus & Progress- April 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

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.



## High-Speed Internet Throughout Almaguin Highlands

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.



## Attract & Retain Healthcare Professionals

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.



## Coordinate Healthcare Services to Serve Entire 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 Collaboration Steering Committee, Digital Working Group, Health Human Resources Working Group and Home and Community Care Working Group (on-going)
- **Discussions regarding creation of System Navigator or Healthcare Planner role for Almaguin Highlands initiated with MAOHT**

- **Additional high-speed announcements for Almaguin Highlands expected Spring of 2023**

- Confirmed additional AHHC funding to assist with OTN / BFFHT renovations
- MAOHT "recruitment funding" - 8 supporting resolutions to-date
- MAOHT Recruiter on board as of February 2023 – assisting with needs in Almaguin

- **MAHC "local share" funding discussions – "Road Show" to all Almaguin municipalities will be complete by 11-Apr-23**
- **AHHC continues with "local share" committee (MAHC, foundations, municipalities) – next meeting 14-Apr-23**
- **Local Share Status as of 31-Mar-23 - Approximately \$2-million toward MAHC build and \$500-k for Almaguin confirmed via resolutions**

**MAHC Political Leaders Forum**  
**MINUTES** of Thursday, April 6, 2023 at 0900-1000hrs  
Via Zoom

"R" = Regrets; "✓" = Confirmed Attendance

**POLITICAL LEADERS:**

Scott Aitchison, MP	R	Graydon Smith, MPP	R	Jeff Lehman, District Chair	✓	Rick Maloney, Mayor – BB	✓
Nancy Alcock, Mayor – Huntsville	✓	Peter Kelley, Mayor – Mus. Lakes	R	Terry Glover, Mayor – Lake of Bays	R	Heidi Lorenz – Gravenhurst	✓
Peter Koetsier, Mayor – Georg. Bay	✓	Chris Hope, Mayor – Burk's Falls	R	Rod Ward, Mayor – Armour	✓	Tim Bryson, Mayor – Strong	✓
Sam Dunnett, Mayor – Magnetawan	R	Jim Coleman, Mayor – South River	R	Norm Hofstetter, Mayor – Perry	✓	Liz Danielsen, Mayor – Algon High	R
Cheryl Philip, Mayor – Kearney	R	Vicky Roeder-Martin, Councillor – McMurr/Mont	R	Justine Leveque, Mayor – Sundridge	✓	Delynne Patterson, Councillor – Ryerson	✓
Bryan McCabe, Mayor – Joly	R	Dan Armour, Deputy Mayor – HV	R	Brenda Rhodes, Deputy Mayor – BB	✓		

**STAFF PARTICIPANTS:**

Stephen Rettie, CAO – Bracebridge	✓	Denise Corry, CAO – Huntsville	R	Derrick Hammond, CAO – Mus Lakes	✓	Scott Lucas, CAO – Gravenhurst	✓
Julie Stevens, CAO – District	✓	Bryan Brown, CAO – Lake of Bays	R	Greg Mariotti, CAO – Georg. Bay	R	Norm Barrette, Health Services Commissioner – District	✓
John Theriault, Clerk-Treasurer/ Administrator – Armour	R						

**MAHC:**

Moreen Miller, Board Chair	✓	Dave Uffelmann, Board Vice Chair	✓	Cheryl Harrison, President & CEO	✓	Dr. Khaled Abdel-Razek, Chief of Staff	✓
Diane George, VP, Integrated Care, Patient Services & Quality	✓	Brody Purser, Associate VP, Human Resources	✓	Alasdair Smith, VP, Corporate Services & Chief Financial Officer	✓	Melissa Bilodeau, Director of Clinical Services & Chief Nursing Executive	✓
Allyson Snelling, Manager of Communications & Stakeholder Engagement	✓	Samantha Love, Corporate Communications Coordinator	✓				

Agenda Topic	Notes from Discussion	Follow Up Required
<b>1. Welcome &amp; Introductions</b>	The Board Chair welcomed everyone to the meeting and expressed thanks for joining. She introduced Vice Chair Dave Uffelmann, along with members of MAHC's Senior Leadership Team in attendance, further noting Eric Turcotte from Urban Strategies Inc., the consultants working on site selection for the South Muskoka site. The Chair indicated the Board is continuing its recruitment process, noting there are more applicants than positions to fill. The Nominations Committee will be ready to present the slate of applicants for election at Annual General Meeting in June 2023.	
<b>2. COVID-19 Update – Cheryl Harrison</b>	Cheryl provided a COVID update as follows: <ul style="list-style-type: none"> <li>o Reduction of COVID hospitalization over past few months; four (4) admitted on April 6.</li> <li>o No outbreaks since early January.</li> <li>o As of April 5, five (5) COVID-positive MAHC staff isolating at home.</li> <li>o Changes to hospitals from Ontario Health with respect to COVID-19 infection control precautions and updated guidance are expected.</li> <li>o Closure of the COVID-19 Clinical Assessment Centre in Bracebridge on March 31.</li> </ul>	

<p><b>3. Operational Update</b> – Cheryl Harrison</p>	<p>Cheryl provided an operational update as follows:</p> <ul style="list-style-type: none"> <li>○ Inpatient occupancy averaged 110% in March, along with an average of 50 visits to the Emergency Departments at each site in March.</li> <li>○ An average of 17 Alternate Level of Care patients across both sites in March. Contributing to the decrease of ALC patients are unique programs to move patients from hospital into transitional care through a collaborative agreement with Muskoka Hills Retirement Villa in Bracebridge.</li> <li>○ MAHC 2022-2023 fiscal year is now finished.</li> <li>○ Operating/budget planning for the 2023-2024 fiscal year continues and MAHC will not know the local impacts of the recent provincial budget on hospital operations until June.</li> <li>○ Medical Resonance Imaging service planning for Muskoka is ongoing with equipment to be housed at the Huntsville site.</li> <li>○ Diagnostic Imaging renovations continue at the Huntsville site: renovations for new nuclear medicine machine nearing completion, and the replacement of an X-ray machine underway. Both projects are supported by the Huntsville Hospital Foundation's <i>Focus on Imaging</i> campaign.</li> <li>○ In partnership with the Barrie Area Native Advisory Circle, an Indigenous Patient Navigator is now available to support Indigenous patients at the South Muskoka site.</li> <li>○ Two new clinics have opened at the South Muskoka site: Infusion Clinic has reopened two days a week, and a new Heart Function Clinic has opened in collaboration with the Muskoka and Area Ontario Health Team.</li> <li>○ Together with Closing the Gap, MAHC launched Hospital to Home program.</li> <li>○ An In-person Job Fair at both sites is being held on April 22.</li> <li>○ Cheryl shared praise for Auxiliary volunteers as part of National Volunteer Week this month, and BeADonor month raising awareness for organ and tissue donation is in April.</li> <li>○ Moreen added that she and Cheryl also attended an Indigenous Leaders Health Forum recently.</li> </ul>	
<p><b>4. Physician Recruitment Update</b> – Dr. Khaled Abdel-Razek</p>	<p>Recruitment efforts continue for Surgery, Internal Medicine, Emergency Medicine and Family Medicine with potential candidates in all of these areas. Dr. Abdel-Razek noted recruitment for Family Medicine is supported by the local Health Human Resources Task Force through the Muskoka and Area Ontario Health Team. He also added on-call schedules are well covered across services, with rare gaps that are adequately addressed through contingency plans.</p>	
<p><b>5. Capital Redevelopment Update</b> – Cheryl Harrison</p>	<p>Cheryl provided an update as follows:</p> <ul style="list-style-type: none"> <li>○ Work on the Stage 1.3 submission continues, with a plan to complete in early 2024.</li> <li>○ User Groups are underway with broad clinical and non-clinical participation to support the Functional Program component, which serves as the vision for the future model of care across two campuses.</li> <li>○ MAHC now has the Infrastructure Ontario schedule for one project for two new sites, a significant milestone. The report indicates a timeline of 2027 for Request for Proposals and the timeline for contract execution early 2029, followed by construction.</li> </ul>	
<p><b>6. Bracebridge Site Selection</b> – Moreen Miller</p>	<p>Moreen identified that two (2) additional properties brought forward through various engagement including January's open houses: 709 Ecclestone Drive and 28-72 Kirkhill Drive. MAHC is revisiting areas in Muskoka and East Parry Sound with a second series of in-person and virtual Community Information Sessions starting April 16 to bring forward the evaluation to our communities. Moreen reinforced that information will be shared as an update and not a final decision while further investigation continues.</p>	
<p><b>7. Local Share Update</b> – Moreen Miller</p>	<p>Moreen noted municipal partners have been working hard in their communities, explaining how the local share works within the Ministry's process, and helping communities understand what two new hospitals will mean to our community. She also recognized East Parry Sound and north Almaguin municipal partners' willingness to contribute to local share, acknowledging Township of Armour Mayor Rod Ward for championing the local share discussion with his peers.</p> <p>Both Foundations and MAHC have established a Redevelopment Campaign Steering Committee, and Board Chair/CEO presentations continue to local councils, including Algonquin Highlands on April 20. The Local Share Committee meets next on April 14. There will be updates to the local share number at that meeting.</p>	









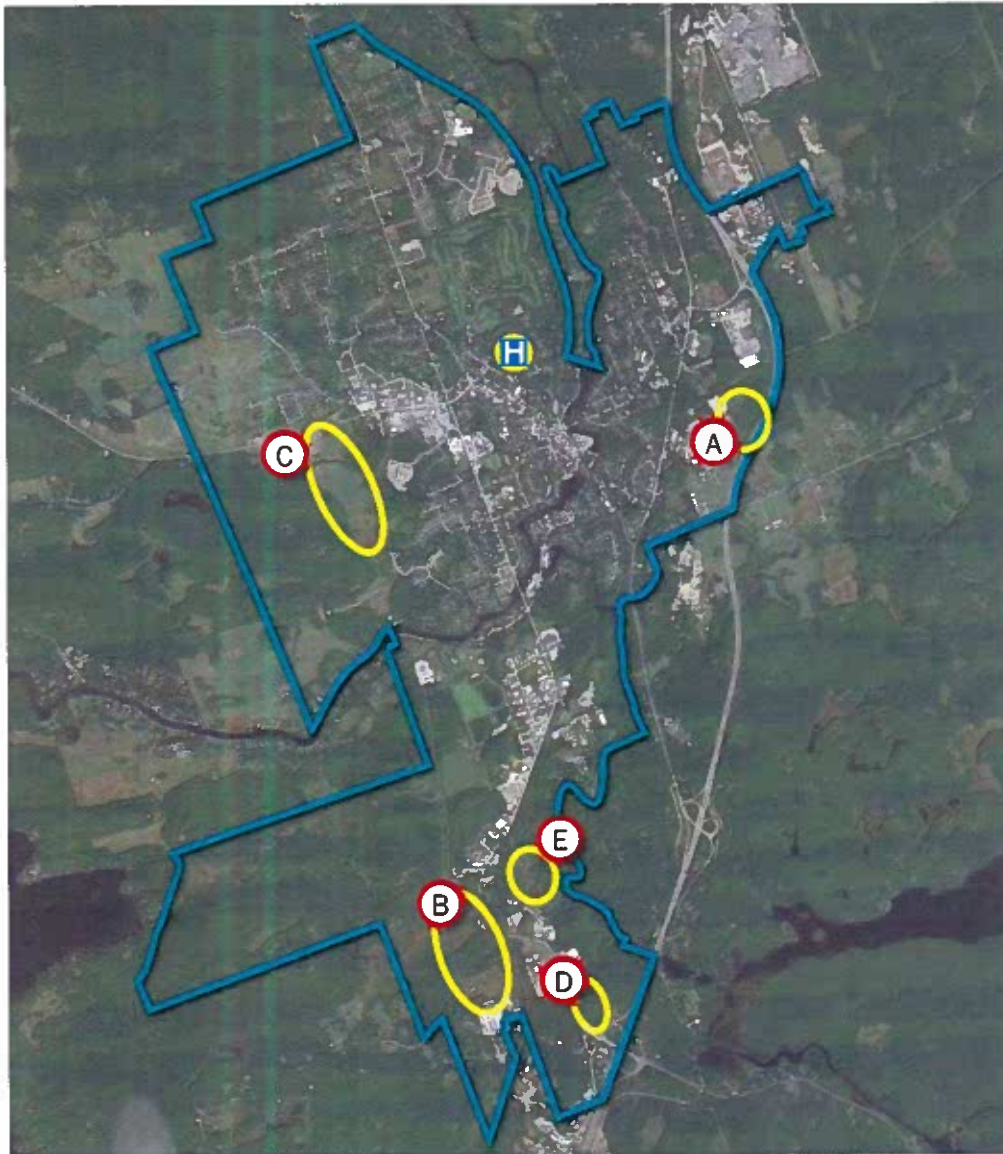
<p><b>8. Round Table/Discussion</b></p>	<p>Participants queried on overall staffing, barriers to recruitment, retention, etc. COVID burnout is impacting physicians, but retention is high. Retirements are tracked well in advance. With respect to staffing, MAHC has 140 vacancies and hiring continues with monthly orientation.</p> <p>Success for housing inventory of the Housing for Healthcare program is moving to easier access to rental information through a third party. Continued retention efforts have focused on an "Aspiring Leaders" initiative for team members looking to pursue future leadership roles in the organization.</p> <p>Participants inquired if there is a potential there could be a significant increase in local share depending on the final property chosen. Moreen noted site selection evaluation criteria reflect the ease of building on each site including servicing costs and those investigations will continue with the consultants.</p>	
<p><b>9. Adjournment</b></p>	<p>The meeting adjourned at 0937hrs. The next regular quarterly forum scheduled on Friday, July 7 at 9 a.m.</p>	

# Identification of Sites

20+ potential properties/locations were identified through discussions with district and municipal staff, desktop scans of property data, and community engagement.

**Five properties met the pass/fail criteria and were selected for further evaluation:**

-  **A** 300 Pine Street
-  **B** 1975 Muskoka Beach Road
-  **C** Highway 118 West lands
-  **D** 709 Ecclestone Drive
-  **E** 28-72 Kirkhill Drive
-  **H** South Muskoka Memorial Hospital (existing)





## 709 Ecclestone Drive

- 47 acres along Ecclestone Drive, adjacent to Hwy 11 / Hwy 118 interchange
- Adjacent property to the east could potentially be incorporated to provide further development flexibility
- Property likely contains archaeological potential
- Services do not currently exist long site frontage
- Zoned General Industrial

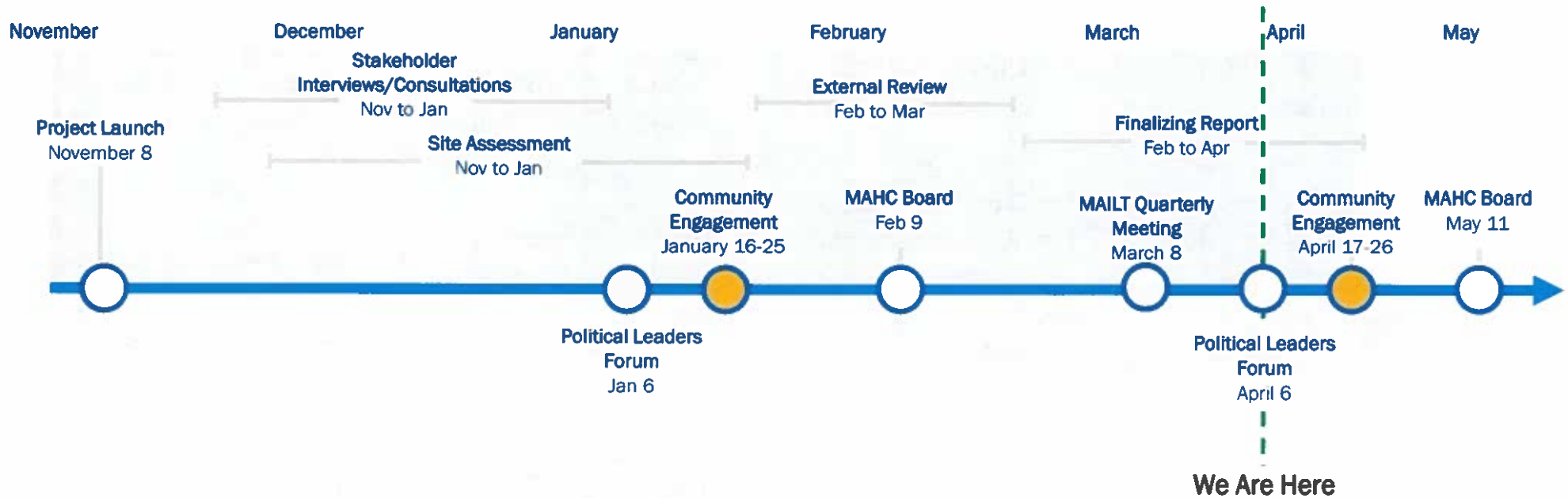


## 28-72 Kirkhill Drive

- 42 acres along Kirkhill Drive, connecting to Ecclestone Drive
- Services in place to service planned commercial/industrial business park
- Previous archaeological assessment did not recommend further investigation; assessment may need to be updated to new standards
- Zoned Business Park



# Site Selection Timeline



# Community Engagement



## April Community Information Sessions

<b>Dwight Community Centre</b> Monday, April 17 7 p.m.	<b>Port Carling Community Centre</b> Tuesday, April 18 7 p.m.	<b>Armour, Ryerson &amp; Burk's Falls Arena Hall</b> Wednesday, April 19 7 p.m.	<b>Huntsville Active Living Centre</b> Thursday, April 20 7 p.m.
<b>Gravenhurst Terry Fox Auditorium</b> Saturday, April 22 10 a.m.	<b>Bracebridge Rotary Centre for Youth</b> Saturday, April 22 2 p.m.	<b>VIRTUAL</b> Monday, April 24 7 p.m.	<b>VIRTUAL</b> Wednesday, April 26 10:30 a.m.

Stay informed and subscribe for updates:

[www.mahc.ca/planning-for-the-future](http://www.mahc.ca/planning-for-the-future)

Follow us @MAHCHospitals     YouTube



## 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:** April 24, 2023

**SUBJECT:** 2023 Q1 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 2023 Q1 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.





**MEMORANDUM**

**Chris Litschko, Chief Executive Officer  
Lakeland Holding Ltd.**

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)
• 14,394 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	• 8,295 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 2023 Q1 report, attached as Appendix "A" to this memorandum, highlights Lakeland's continued success in achieving its Mission to the benefit of our Shareholders and the customers we serve.

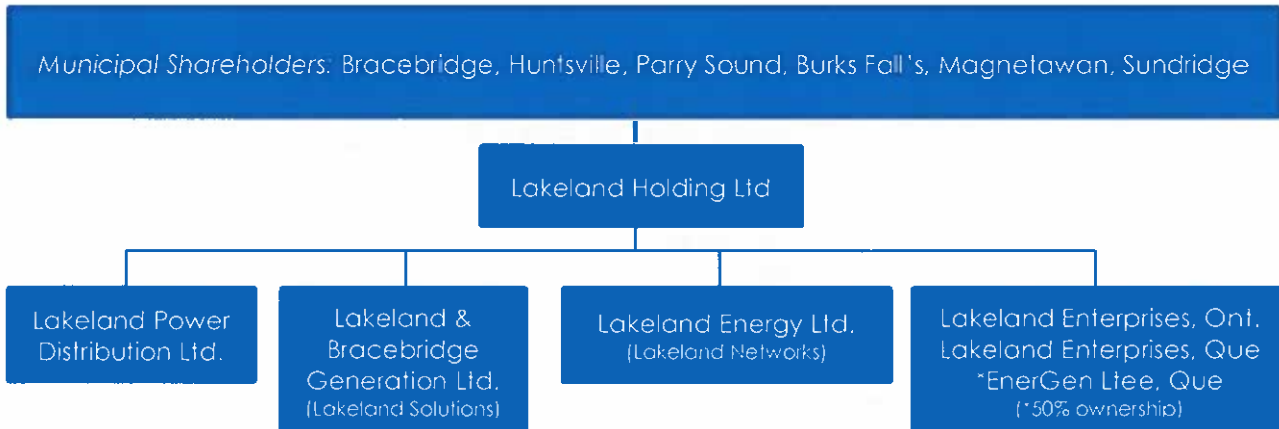
Respectfully submitted on behalf of Lakeland's Board of Directors.

A handwritten signature in black ink, appearing to read "C. Litschko", written over a horizontal line.

Chris Litschko, CEO

## Appendix “A”

### 2023 Q1 Shareholder Update



A Lakeland orientation presentation was completed for the Town of Huntsville General Committee and Burk’s Falls council.

We are in our seventh year of zero loss time accidents. We have created a more robust cyber tracking and reporting system with emphasis on team education, firewall protections, etc. to mitigate the inevitable risks. To investigate potential changes in our wellness and health benefits, staff completed extensive surveys and results are being tabulated concentrating on mental, physical and financial themes.

We continued to conduct due diligence and negotiate an asset purchase agreement for the Wadell Falls generation plant after receiving special shareholder approval on February 17<sup>th</sup>.

Through the first quarter of 2023, the consolidated company made \$3.1M in capital investments.



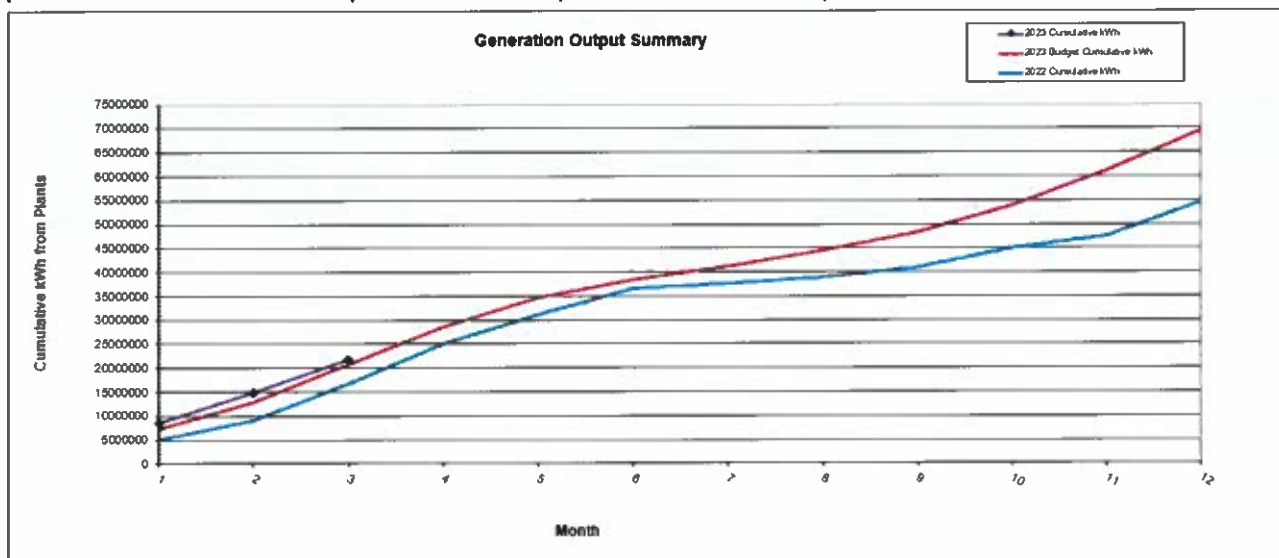
Through the first quarter of this year an additional 119 customers were connected, bringing our total customer count (fibre & wireless) to 8,295. As competition increases, we have invested more in advertising and community visibility and are working with another party to apply to the Federal Broadband Fund for fibre transport. Our SAM customer service chatbot has been more successful than envisioned as it has answered 82% of customer questions without having to go live with a team member



after hours. We continue to work on Lakeland branded television solution with Warner Brothers being the holdup. The use of Shaw satellite may be a temporary solution. When TV is finally under in-house control a TV Anywhere App will be made available to customers.



Generation production was better than budgeted for both January and February, fell short in March but overall is 4% better than budget through the first quarter. Our High Falls Generator #1 set an all-time production record in January. A welcome improvement from last year.



Watech Engineering has begun work on the 2024 planned \$1M CPR dam replacement in Parry Sound and has applied for permitting to MNR. Concrete repair at Cascade Street Dam (Parry Sound) spillway 1 and 2 and retaining wall is complete.

All the company's generation plants are under contract and like many across Ontario, ours expire at various times over the next decade. The Minister of Energy's letter to the Independent Electricity System Operator (IESO) recognized the vital role that waterpower facilities play, both in generating electricity and providing benefits such as recreational opportunities, flood control, irrigation, tourism, support of local employment and economic development. The IESO has been asked to develop two optional contract structures – a capacity style contract and one which compensates facilities on a per Megawatt hour basis for production. The IESO continues to work with Lakeland, other generators and the Ontario Waterpower Association to finalize contract terms. Currently the IESO's draft contract terms reveal that we could potentially lose \$2M-\$3M in annual revenues. We continue to meet to negotiate

improvements to the draft terms and will soon be able to calculate the reduction impacts on operations, maintenance, capital investment and overall business case.



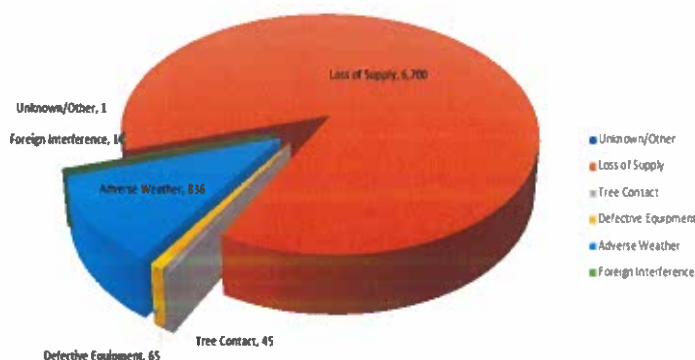
MaRS has nominated Lakeland for the ‘2023 Governor General’s Innovation Award’. With our successful microgrid assets, we are seeking expressions of interest across North America in hopes of working with other parties on similar innovative energy projects. We have become a registered market participant with the Independent Electricity System Operator enabling us to bid energy into the wholesale market mostly for large companies with backup generators. We are currently working on consultancy proposals for two smart grid projects in Ontario. Team members participated in a 2-hour interview with NRCan to better understand the hurdles for energy innovation projects in Ontario.

The \$2.8M “Take Charge” Electrical Vehicle project for charging stations within all our shareholder territories has leases being finalized before moving onto site engineering and installation.



There were 43 new connections made in 2022 for a total of 14,394 customers. Our bi-annual Customer Satisfaction survey was out over the first quarter as results are currently being tabulated. We are making billing changes in our system to implement the new Provincial ‘ultra-low overnight electricity’ rates on August 1<sup>st</sup>. We continue to improve our communications to customers during outages. Our 4-year large Ontario Energy Board detailed Cost of Service Application for new rates has started to be assembled for 2025 approval. Tree trimming for reliability in Bracebridge continues and will then shift to Burk’s Falls Transformers and meters continue to be a supply chain issue across the electrical industry.

Number of Customer Hours Interrupted by Cause Code for Q1 2023



Customers experienced a rolling 12-month average of 1.3 outages 4 hours and 7 minutes in total duration.

Lakeland Power sent crews to southern Ontario to assist Hydro One with power restoration after an ice storm hit the Essex area on February 23rd.



**Magnetawan Community Centre Board (MCCB)**

**Meeting Minutes**

**Wednesday May 03, 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  
Harvey Sohm  
Martina Winstone

**Staff members in attendance:**

Deputy Clerk Laura Brandt (Secretary)

**Regrets:**

Steve Robinson

**OPENING BUSINESS**

**1.1 Call to order**

The meeting was called to order at 9:00 AM

**1.2 Adoption of the Agenda**

*RESOLUTION 2023-06 Winstone-Johnston*

*BE IT RESOLVED THAT the Magnetawan Community Centre Board adopts the agenda for this regular meeting of Wednesday May 03, 2023*

*Carried.*

**1.3 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.

**1.4 Adoption of Previous Minutes**

*RESOLUTION 2023-07 Kneller-Winstone*

*BE IT RESOLVED THAT the Magnetawan Community Centre Board adopts the minutes from the committee meeting of Wednesday February 01, 2023 as copied and circulated.*

*Carried.*

**ITEMS BROUGHT FORWARD**

**2.1 Update Capital Budget Items**

*RESOLUTION 2023-08 Kneller-Sohm*

*BE IT RESOLVED THAT the Magnetawan Community Centre Board receives the correspondence Capital Budget Items for information purposes only.*

*Carried.*

**2.2 Verbal Update Ahmic Harbour Community Centre and Magnetawan Fire Station #2**

The Secretary advised the Committee that the countertops have been ordered and that the flooring is in the process of being measured and ordered. The Secretary also advised the Committee that the IT work on the digital sign is now complete and that there is no longer the requirement to hardwire the sign into the electrical panel. Additionally, the Secretary advised the Committee that the Municipality has purchased a BBQ and that Staff is also in the process of ordering dishes and supplies for the Kitchen. As well the Secretary advised the Committee that the Public Call for Art has been circulated and that it has been well received by artists thus far. The Secretary also advised the Committee that the Health Unit had inspected the Community Centre in the past few weeks and that there were no issues indicated by the Health Unit.

**2.3 Discussion Ahmic Harbour Kitchen Fees**

The Committee discussed charging extra for kitchen at the Ahmic Harbour Community Centre and Magnetawan Fire Station 2. At this time the Committee agreed that it does not warrant an extra charge as it is not a commercial kitchen. The Committee will revisit charging an extra fee if and when the rentals at the Centre increase in frequency.

**2.4 Verbal Update Magnetawan Community Centre Projects**

The Secretary advised the Committee that the windows have been measured and ordered as well as the gas appliances in the kitchen have been inspected and passed but that some work will need to be done to the intake exhaust. The Secretary also advised the Committee that the fencing has been removed to the rear of the building and that Staff will be removing the fencing in front of the building in the upcoming months. The Secretary also advised the Committee that Crozier Concrete has conducted a site visit regarding the replacement and repair of the concrete sidewalk near the entrance of the building and currently Staff are awaiting a quote.

**2.5 Verbal Update Lions' Pavilion Projects**

The Secretary advised the Committee that the furnace repair is currently in progress and should be completed within the next few months.

**2.6 Verbal Update Signs/Art Murals in Municipal Parking Lot**

Committee Member Harvey Sohm advised the Committee that the Magnetawan Agricultural Society is currently going through pictures and will keep the Committee apprised of updates as to when the signs/art murals will be updated.

**2.7 Discussion Trees at the Magnetawan Community Centre/Municipal Office**

The Committee discussed the current state of the new trees that were planted last year between the overflow parking lot and the building. Currently there is new growth on them and the Committee has decided to wait to see the progress of growth over the remaining months of this year and will reevaluate in the Spring of 2024.

**FOR MORE INFORMATION ONLY**

**3.1 Outcome of Daycare Request from Council**

**3.2 Outcome of Horticultural Society's Request from Council**

**3.3 Outcome of Reduction of Fees Magnetawan Farmers Market from Council**

**3.4 Public Art Call for Submissions Ahmic Harbour Community Centre and Magnetawan Fire station 2**

**Adjournment**

**4.1 Confirm the Proceedings of Committee and Adjourn**

*RESOLUTION 2023-09 Sohm-Winstone*

*BE IT RESOLVED THAT the Magnetawan Community Centre Board adjourns this meeting at 10:00 am to meet again on July 5, 2023 at 9:00 am at the call of the Chair.  
Carried.*

Approved by:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary



**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto (Ontario) M7A 2J3  
Tél. : 416 585-7000



234-2023-1754

April 6, 2023

Good afternoon,

Today, our government announced further action to tackle the housing supply crisis and reach our goal of 1.5 million homes by 2031. The *Helping Homebuyers, Protecting Tenants Act* is the latest in a series of steps our government is taking to increase housing supply and help more Ontarians find a home they can actually afford.

Despite external economic challenges that are slowing down new home construction, including inflation and soaring interest rates, Ontario's plan to build more homes faster is working – with the highest number of housing starts in more than 30 years in 2021 and 2022, and the highest number of rental housing starts on record last year.

Details about the range of measures in our plan can be found in the [news release here](#).

As part of the plan, our government is introducing a new province-wide planning policy document that would provide municipalities with more flexibility, reduce duplication, create more homes in urban and rural communities, support local economies and create jobs while continuing to protect the environment (including existing Greenbelt protections), and public safety. It would also require coordination between municipalities and school boards to consider school and childcare needs earlier in the planning process, so that families moving to new housing can expect that local schools will be available for their children.

Ontario is undertaking a 60-day consultation on the proposed new Provincial Planning Statement until June 6, 2023 <https://ero.ontario.ca/notice/019-6813>.

In addition, the plan contains numerous actions to further tackle Ontario's housing crisis, including:

- A \$6.5 million investment to appoint an additional 40 adjudicators and hire five staff to improve service standards and continue to reduce active applications and decision timeframes at the Landlord and Tenant Board. This increase more than doubles of the number of full-time adjudicators at the Landlord Tenant Board.

.../2

- Proposed changes to make life easier for renters, with changes that would, if passed, clarify and enhance tenants' rights to install air conditioners. We are proposing to further strengthen protections against evictions due to renovations, demolitions and conversions, as well as those for landlord's own use.
- Proposed changes to the *Planning Act*, *City of Toronto Act*, and *Ministry of Municipal Affairs and Housing Act* to support the proposed new Provincial Planning Statement as well as other housing supply priorities.
- Doing more to protect first-time home buyers and their savings by expanding deposit insurance for First Home Savings Accounts held at Ontario credit unions.
- We are exploring a cooling-off/cancellation period on purchases of new freehold homes, and a requirement that purchasers of all new homes receive legal advice on their purchase agreements when they make one of the biggest purchases of their lives – a new home.

These and other related consultations can be found through the [Environmental Registry of Ontario and the Ontario Regulatory Registry](#).

Our plan was informed by AMO's 2022 A Blueprint for Action and ROMA's 2022 Task Force Report on Attainable Housing and Purpose-Built Rentals. These changes build on our continued work to provide a solid foundation to address Ontario's housing supply crisis over the long term and will be supplemented by continued action in the future.

The housing supply action plan is the latest in a series of steps our government is taking to increase housing supply and help more Ontarians find a home they can afford. We look forward to continued collaboration with our municipal partners to create the homes that Ontarians need today, tomorrow and in the decades to come.

Sincerely,



Steve Clark  
Minister

c. Chief Administrative Officer

## Laura Brandt

---

**From:** Smith-co, Todd <todd.smithco@pc.ola.org>  
**Sent:** April 13, 2023 2:56 PM  
**To:** Laura Brandt  
**Subject:** RE: Enbridge Locate Charges

Good Afternoon Laura,

I am happy to report that after push back from the Ministry of Energy and other agencies, Enbridge has indefinitely paused their proposal to charge for locates. Thanks.



**Jenn Kyte**  
Director Constituency Operations  
MPP Todd Smith  
**Phone:** 613-962-1144  
**Email:** [jennifer.kyte@pc.ola.org](mailto:jennifer.kyte@pc.ola.org)  
5503 Hwy #62 South Box 6-2  
Belleville, Ontario K8N 0L5

The information contained in this electronic message and any attachments to this message are intended for the exclusive use of the addressee(s) and may contain confidential or privileged information. If the reader of this message is not the intended recipient, or the agent responsible to deliver it to the intended recipient, you are hereby notified that any review, retransmission, dissemination or other use of this communication is prohibited. If you received this in error, please contact the sender and destroy all copies of this e-mail.

---

**From:** Laura Brandt <lbrandt@magnetawan.com>  
**Sent:** April 12, 2023 5:48 PM  
**To:** admin@aors.on.ca; amo@amo.on.ca; Smith, Graydon <graydon.smith@pc.ola.org>; premier@ontario.ca; Smith-co, Todd <todd.smithco@pc.ola.org>; Surma, Kinga <kinga.surma@pc.ola.org>; Rasheed, Kaleed <kaleed.rasheed@pc.ola.org>  
**Subject:** Enbridge Locate Charges

**! CAUTION:** External message.

Good Evening

Please find attached a copy of our resolution passed at todays meeting of Council.

Have a great night.

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)

Join our Magnetawan News, sign up today to learn about important matters.

**News Release**

For Immediate Release

**FONOM and Police Services meet again to discuss Bail Reform and impacts of Property Damage on Northern Communities**

April 14, 2023, Timmins, Ontario

Citizens expect to live in safe and vibrant communities. Bill C75 is negatively affecting many neighbourhoods across Northern Ontario. At the second meeting of the Northern Ontario Bail Reform Working Group, a Resolution was discussed that will be used to advocate for Federal Legislative change. The taskforce agrees the Resolution will be shared at the FONOM AGM in Parry Sound on May 10<sup>th</sup>. It will be shared not only with the FONOM Membership for support, but with all Municipal Associations in Ontario and their membership. President Whalen commented, "*the Resolution stands for itself, and we will leverage our relationship with other Municipal Caucus' to get Province wide support*". With Province wide support, FONOM will work with the Association of Municipalities of Ontario to bring forward to the Federation of Canadian Municipalities.

The four main points of the Resolution are as follows.

1. Create a Designation of a chronic persistent offender.
2. Allow community impact statements at bail and at bail hearings.
3. Creating reverse onus in bail for all firearms offences.
4. All bail-related gun charges go to the superior court for bail release.

The Taskforce also discussed the impact property crime, sometimes with violence, is having on the people of Northern Ontario. "We have businesses and homes that are repeatedly targeted" commented Chief Foy, "it can lead to defeatism and cause one to lose faith in the justice system".

In some communities a small number of individuals are responsible for a significant percentage of the Break and Enters. The Court System is releasing many offenders back into the community without spending time incarcerated. "*Violent crime is up 80% in the last five years,*" stated Sault Ste Marie Police Service Chief Hugh Stevenson, "*this cyclical issue costs municipalities on EMS, police, fire, bail hearings, and correction services.*"

The Taskforce discussed the cost to governments for those offenders and discussed ways to quantify the number in Northern Ontario. This information would aid Municipalities in Budget discussions, but also the empirical data will help FONOM, and the Province determine the best path to help the Region.

The next Taskforce meeting will be held in North Bay in June. Chief Foy, from the Timmins Police Service, will participate in a Bail Reform Session during the May FONOM Conference in Parry Sound.

FONOM is an association of some 110 districts/municipalities/cities/towns in Northeastern Ontario mandated to work for the betterment of municipal government in Northern Ontario and strive for improved legislation respecting local government in the North. It is a membership-based association that draws its members from Northeastern Ontario and is governed by an 11-member board.



Some of the Participants at the April 12<sup>th</sup>, 2023, Bail Reform Task Force meeting.

Kramer Grenke – Timmins Police Services Board Chair  
Chief Hugh Stevenson – Sault Ste. Marie Police Service  
Deputy Chief Robert MacLachlan – Sault Ste. Marie Police Service  
Chief Daniel Foy – Timmins Police Service  
Inspector Darren Dinel – Timmins Police Service  
Deputy Chief Henry Dacosta – Timmins Police Service  
Inspector Richard Blanchett – Timmins Police Service  
Corporate Communications Coordinator Marc Depatie – Timmins Police Service  
Mayor Michelle Boileau – City of Timmins  
Sandra Hollingsworth – SSM City Council Ward 1  
Lynn Watson – Mayor Echo Bay  
John Curly – Timmins Councillor  
Danny Whalen – Temiskaming Shores Councillor – FONOM President

Mac Bain – FONOM, Executive Director

---

Danny Whalen  
FONOM President  
705-705-622-2479

## **Bail Reform Resolution**

**WHEREAS** the cost of Policing and Emergency Services in Northern Communities is harming a community's ability to support local Social and Health issues

**WHEREAS** a small percentage of those affected by an Addiction in the communities of Northern Ontario are committing crimes

**WHEREAS** many of those committing crimes are not housed in the correctional system, therefore, remain in our communities, often those that do require treatment for their Addiction issue receive none.

**WHEREAS** some committing crimes become violent, but are released back into the community, due to the negative impacts Federal Bill C75

**WHEREAS** the Federation of Northern Ontario Municipalities (FONOM) believes that more must be done by the Federal Government on Bail Reform

**THEREFORE BE IT RESOLVED THAT** the Federation of Northern Ontario Municipalities (FONOM) requests the Federal Government make these Legislative changes

1. Create a Designation of a chronic persistent offender.
2. Allow community impact statements at bail and at bail hearings.
3. Creating reverse onus in bail for all firearms offences.
4. All bail-related gun charges go to the superior court for bail release.

**BE IT FURTHER RESOLVED THAT** a copy of this resolution be sent to the Prime Minister, Federal Justice Minister, Premier of Ontario, The Attorney General, the Solicitor General, Minister of Infrastructure, Minister of Municipal Affairs, Northeastern MPs and MPPs, Leaders of the Opposition, and the Association of Municipalities of Ontario.

Ontario  
Provincial  
Police

Police  
provinciale  
de l'Ontario



Municipal Policing Bureau  
Bureau des services policiers des municipalités

777 Memorial Ave.  
Orillia ON L3V 7V3

777, ave Memorial  
Orillia (ON) L3V 7V3

Tel: (705) 329-6200

Fax: (705) 330-4191

File number/Référence: 4000- GOV

Date: April 18, 2023

The Municipality of Magnetawan  
P.O. Box 70, 4304 Highway 520  
Magnetawan, ON, P0A 1P0

Dear Chief Administrative Officer:

**Re: 2024 Municipal Policing Billing Statement Property Count**

Please find below your municipal property count that has been provided to the OPP by the Municipal Property Assessment Corporation (MPAC).

The property count data is based on the 2022 Assessment Roll data delivered by MPAC to municipalities for the 2023 tax year with adjustments based on the requirements defined in O. Reg. 267/14 of the Police Services Act (PSA). The property counts will be used by the OPP to help determine policing costs in the 2024 Annual Billing Statements.

Municipality	Household	Commercial & Industrial	Property Count
The Municipality of Magnetawan	2106	74	2180

The Household count is reflected in your 2022 Year-end Analysis Report 5 (Household count), which you receive annually from MPAC, with adjustments to exclude Canadian Force Base (CFB) counts and timeshare units. The Commercial and Industrial counts reflect properties having designated Realty Tax Class and Realty Tax Qualifiers (RTC/RTQ) while excluding properties with structures such as towers, billboards, wind turbines, solar panels, oil or gas wells, international bridges or international tunnels. Please find the specific details on <http://www.opp.ca/billingmodel> (search for Property Count Definition document).

Please review the count for your municipality, considering the requirements defined in O. Reg 267/14, and if you continue to have any questions or concerns about your count, please contact your local MPAC Account Manager Municipal and Stakeholder Relations within 60 days from the issue date on this letter.

Any error in the 2022 year-end municipal property count determined as a result of your review, will be confirmed through MPAC and your 2024 municipal billing will be adjusted for the applicable changes.

Yours truly,

Phil Whitton, Superintendent  
Bureau Commander  
Municipal Policing Bureau

---

Financial statements of  
Municipal Property Assessment  
Corporation

December 31, 2022

---



---

Independent Auditor's Report	1-3
Statement of financial position	4
Statement of operations	5
Statement of changes in net assets	6
Statement of cash flows	7
Notes to the financial statements	8-16

---

## Independent Auditor's Report

To the Board Members of  
Municipal Property Assessment Corporation

### Opinion

We have audited the financial statements of Municipal Property Assessment Corporation (the "Corporation"), which comprise the statement of financial position as at December 31, 2022, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies (collectively referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Corporation as at December 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### Basis for Opinion

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

### Other Information

Management is responsible for the other information. The other information comprises the information included in the Annual Report, but does not include the financial statements and our auditor's report thereon. The Annual Report is expected to be available to us after the date of this auditor's report.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

When we read the Annual Report, if we conclude that there is a material misstatement therein, we are required to communicate the matter with those charged with governance.

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

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

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

## Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian GAAS will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

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

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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

*Deloitte LLP*

Chartered Professional Accountants  
Licensed Public Accountants  
March 29, 2023

**Municipal Property Assessment Corporation**

**Statement of financial position**



As at December 31, 2022

(In thousands of dollars)

	Notes	2022 \$	2021 \$
<b>Assets</b>			
<b>Current assets</b>			
Cash		12,160	16,519
Accounts receivable		4,113	3,335
Prepaid expenses		2,618	2,054
		<b>18,891</b>	21,908
Investments	3	149,449	147,690
Capital assets	4	8,450	8,804
Long-term prepaid expenses		170	367
Intangible assets	5	6	9
		<b>176,966</b>	178,778
<b>Liabilities</b>			
<b>Current liabilities</b>			
Accounts payable and accrued liabilities	14	30,171	27,909
Deferred revenue	6	2,669	2,761
Current portion of capital leases	10	641	685
		<b>33,481</b>	31,355
Employee future benefits	7	35,340	49,267
Deferred lease inducements		1,501	1,901
Long-term portion of capital leases	10	1,030	463
		<b>71,352</b>	82,986
Commitments and contingencies	9 and 11		
<b>Net assets</b>			
Unrestricted		7,174	6,958
Internally restricted	8	91,655	81,169
Invested in capital and intangible assets		6,785	7,665
		<b>105,614</b>	95,792
		<b>176,966</b>	178,778

The accompanying notes are an integral part of the financial statements.

Approved by the Board of Directors

  
 \_\_\_\_\_, Director  
  
 \_\_\_\_\_, Director

**Municipal Property Assessment Corporation****Statement of operations**

Year ended December 31, 2022

(In thousands of dollars)

	2022	2021
	\$	\$
<b>Revenue</b>		
Municipal	214,919	214,919
Other	27,094	23,601
Interest and dividend income	4,297	3,353
	<u>246,310</u>	<u>241,873</u>
<b>Expenses</b>		
Salaries and benefits	193,095	186,315
Professional services	11,909	13,320
Information technology	11,732	11,222
Facilities	8,600	8,581
General and administrative	6,937	6,096
Royalties	4,290	4,024
Amortization of capital and intangible assets	3,171	3,601
Gain on disposal of capital assets	(618)	(65)
	<u>239,116</u>	<u>233,094</u>
Excess of revenue over expenses before change in fair value of investments	7,194	8,779
Change in fair value of investments	(13,711)	6,998
<b>(Deficiency) excess of revenue over expenses for the year</b>	<u>(6,517)</u>	<u>15,777</u>

The accompanying notes are an integral part of the financial statements.

**Municipal Property Assessment Corporation**

**Statement of changes in net assets**

Year ended December 31, 2022

(In thousands of dollars)

	Unrestricted	Internally restricted	Invested in capital and intangible assets	2022 Total	2021 Total
Notes	\$	\$	\$	\$	\$
		(Note 8)			
<b>Net assets, beginning of year</b>	<b>6,958</b>	<b>81,169</b>	<b>7,665</b>	<b>95,792</b>	77,187
Excess of revenue over expenses for the year	(3,964)	—	(2,553)	(6,517)	15,777
Remeasurements and other items on employee future benefits	16,339	—	—	16,339	2,828
Acquisition of capital and intangible assets	(2,854)	—	2,854	—	—
Proceeds from disposal of capital and intangible assets	658	—	(658)	—	—
Incurred lease obligations for vehicles accounted for as capital leases	1,361	—	(1,361)	—	—
(Repayment) retirement of lease obligations for vehicles accounted for as capital leases	(838)	—	838	—	—
Interfund transfers to internally restricted reserves	(10,486)	10,486	—	—	—
<b>Net assets, end of year</b>	<b>7,174</b>	<b>91,655</b>	<b>6,785</b>	<b>105,614</b>	95,792

The accompanying notes are an integral part of the financial statements.

## Municipal Property Assessment Corporation

### Statement of cash flows

Year ended December 31, 2022

(In thousands of dollars)

	Notes	2022 \$	2021 \$
<b>Operating activities</b>			
(Deficiency) excess of revenue over expenses for the year		(6,517)	15,777
Employee future benefits payments	7	(607)	(505)
Add (deduct): Items not affecting cash			
Change in fair value of investments		13,711	(6,998)
Reinvested investment income		(3,470)	(3,122)
Employee future benefits expense	7	3,019	2,701
Amortization of capital assets		3,168	3,560
Amortization of intangible assets		3	41
Gain on disposal of capital assets		(618)	(65)
Amortization of lease liabilities		(400)	(405)
		<u>8,289</u>	<u>10,984</u>
Changes in non-cash working capital			
Accounts receivable		(778)	393
Prepaid expenses		(367)	149
Accounts payable and accrued liabilities		2,262	484
Deferred revenue		(92)	960
		<u>9,314</u>	<u>12,970</u>
<b>Investing activities</b>			
Purchase of investments		(12,500)	(7,343)
Proceeds from sale of investments		500	3,342
Purchase of capital assets		(1,493)	(2,022)
Proceeds on disposal of capital assets		658	98
Purchase of intangible assets		—	—
		<u>(12,835)</u>	<u>(5,925)</u>
<b>Financing activity</b>			
Repayment of lease obligations		(838)	(759)
		<u>(4,359)</u>	<u>6,286</u>
(Decrease) increase in cash during the year		(4,359)	6,286
Cash, beginning of year		16,519	10,233
<b>Cash, end of year</b>		<u>12,160</u>	<u>16,519</u>
<b>Supplementary cash flow information</b>			
Non-cash transactions			
Acquisition of leased vehicles		(1,361)	(32)
Incurrence of lease obligations		1,361	32

The accompanying notes are an integral part of the financial statements.



## **Municipal Property Assessment Corporation**

### **Notes to the financial statements**

December 31, 2022

(In thousands of dollars)

---

#### **1. Description of business**

Municipal Property Assessment Corporation (the Corporation), formerly the Ontario Property Assessment Corporation, was incorporated effective January 1, 1998 and is a special act corporation under the Municipal Property Assessment Corporation Act, 1997 (Ontario). The Corporation is responsible for providing property assessment services for municipalities in the Province of Ontario, as well as providing other statutory duties and other activities consistent with such duties as approved by its board of directors. All municipalities in Ontario are members of the Corporation.

#### **2. Summary of significant accounting policies**

The financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations.

The significant accounting policies are summarized as follows:

##### *Fund accounting*

The financial statements include the following funds:

- The unrestricted fund comprises mainly amounts available for immediate use for the general purpose of the Corporation.
- The reserve for board-appropriated working fund is set aside by the board of directors in accordance with the Corporation's reserve strategy for contingencies and funding for identified one-time expenditures.
- The reserve for employee future benefits is the portion of net assets consisting of internally restricted investments set aside to settle employee future benefits.
- The reserve for enumeration was established to fund the costs associated with the preparation of preliminary voters' lists for municipal and school board elections. The next enumeration process is scheduled for 2023.
- The reserve for assessment update was established to fund the costs associated with the assessment update. The Corporation generally contributes \$2,400 annually to the reserve but may vary the annual contribution with approval from the board of directors. The unspent reserve balance will be maintained to finance the next Assessment Update.
- Invested in capital and intangible assets represents assets that have been invested in long-lived capital and intangible assets which are not readily converted to cash, net of any liabilities related to the acquisition of those assets.

##### *Financial instruments*

The Corporation records cash, accounts receivable, accounts payable and accrued liabilities initially at fair value and subsequently at amortized cost. Financial assets are tested for impairment at the end of each reporting period when there are indications the assets may be impaired.

Investments are recorded at fair value. Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred.

**Municipal Property Assessment Corporation**  
**Notes to the financial statements**

December 31, 2022  
(In thousands of dollars)

---

**2. Summary of significant accounting policies (continued)**

*Capital assets*

Capital assets are recorded at cost and are amortized using the straight-line method as follows:

Office equipment	5 years
Furniture and fixtures	5 to 10 years
Computer equipment	3 to 4 years
Small boats and vessels	3 to 8 years
Vehicles under capital lease	5 years

Leasehold improvements are also amortized on a straight-line basis over the term of the lease or ten years, whichever is less.

*Impairment of long-lived assets*

The Corporation reviews the carrying amount, amortization and useful lives of its long-lived assets on an annual basis. If the long-lived asset no longer has any long-term service potential to the Corporation, the excess of the net carrying amount over any residual value is recognized as an expense in the statement of operations.

*Intangible assets*

Intangible assets consist of computer software, which is recorded at cost and is amortized over three years.

The costs of developing in-house software are expensed as incurred.

*Revenue recognition*

Municipal revenue relates to assessment services and is recognized in the year in which the services are provided, and collection is reasonably assured.

Other revenues are comprised of services sold and products delivered from business development. These revenues are recognized when the services have been provided and/or the product is delivered, and collection is reasonably assured.

Interest income is recognized when earned.

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

*Employee future benefits*

The Corporation has defined benefit plans that provide for post-retirement medical and dental coverage and special termination benefits for defined eligible employees. Certain investments have been internally restricted but not segregated to pay for post-retirement benefits.

**Municipal Property Assessment Corporation**  
**Notes to the financial statements**

December 31, 2022  
(In thousands of dollars)

---

**2. Summary of significant accounting policies (continued)**

*Employee future benefits (continued)*

The Corporation has the following policies:

- The Corporation accrues its obligations under defined benefit plans and the related costs when the benefits are earned through current service using the accounting valuation method.
- The cost of post-employment benefits earned by employees is actuarially determined using the projected benefit method pro-rated on service and management's best estimates of retirement ages of employees, expected health-care costs and dental costs. The accrued benefit obligation related to employee future benefits is discounted using market rates on high-quality debt instruments.
- Remeasurements and other items are composed of actuarial gains (losses) on the accrued benefit obligation and arise from differences between the actual and expected experience and from changes in the actuarial assumptions used to determine the accrued benefit obligation, past service costs and gains and losses arising from settlements and curtailments. Actuarial gains and losses arise when the accrued benefit obligations change during the year. The actuarial gains and losses and other remeasurements including plan amendments are recorded in the statement of changes in net assets when incurred.

In addition, all employees of the Corporation are part of a defined benefit multi-employer benefit plan providing both pension and other retirement benefits. Contributions made to this plan are expensed as paid as the plan is accounted for as a defined contribution plan.

*Deferred lease inducements*

Lease liabilities include deferred lease inducements, which represent the free rent and improvement allowances received from landlords and are amortized over the term of the lease, and step-rent liability, which represents the difference between the average annual rent over the term of the lease agreement and actual rent paid in the year.

*Use of estimates*

In preparing the Corporation's financial statements, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates. Accounts requiring significant estimates include accounts payable and accrued liabilities, useful lives of capital assets and employee future benefits.

**Municipal Property Assessment Corporation**  
**Notes to the financial statements**

December 31, 2022  
(In thousands of dollars)

**3. Investments**

Investments are held within third party managed accounts, which invest independently. The breakdown of total investments by category is outlined below:

	2022	2021
	\$	\$
Cash	—	250
Fixed income	<b>88,827</b>	82,154
Equity	<b>40,585</b>	47,528
Real assets	<b>20,037</b>	17,758
	<b>149,449</b>	147,690

The Corporation internally restricts certain securities to fund employee future benefits. The breakdown of total investments by intended use is outlined below:

	2022	2021
	\$	\$
Working capital	<b>85,861</b>	76,845
Employee future benefits	<b>63,588</b>	70,845
	<b>149,449</b>	147,690

**4. Capital assets**

	Cost	Accumulated amortization	2022 Net	2021 Net
	\$	\$	\$	\$
Office equipment	466	466	—	1
Furniture and fixtures	8,780	7,645	1,135	1,005
Computer equipment	15,830	13,634	2,196	2,330
Small boats and vessels	394	380	14	13
Leasehold improvements	20,745	17,300	3,445	4,386
Vehicles under capital lease	4,239	2,656	1,583	1,018
Assets under construction	77	—	77	51
	<b>50,531</b>	<b>42,081</b>	<b>8,450</b>	8,804

**5. Intangible assets**

	Cost	Accumulated amortization	2022 Net	2021 Net
	\$	\$	\$	\$
Computer software	<b>3,022</b>	<b>3,016</b>	<b>6</b>	9

**Municipal Property Assessment Corporation**  
**Notes to the financial statements**

December 31, 2022  
(In thousands of dollars)

**6. Deferred revenue**

	<b>2022</b>	2021
	<b>\$</b>	<b>\$</b>
Business development unearned revenue and customer down payments	<b>2,487</b>	2,583
Other deferred amounts	<b>182</b>	178
	<b>2,669</b>	<b>2,761</b>

**7 Employee future benefits**

The Corporation has accrued an obligation for its post-employment benefits as follows:

*Employees who transferred to the Corporation from the Government of Ontario on December 31, 1998*

- Employees who transferred to the Corporation with less than ten years of service with the province will receive post-retirement group benefit coverage through the Corporation for themselves and for their dependents' lifetimes. The cost of these benefits is shared equally between the Corporation and the employee for those employees who retire after January 1, 2018.

The Government of Ontario continues to provide post-retirement benefits for employees who transferred to the Corporation with ten or more years of service with the province.

*Employees hired by the Corporation after December 31, 1998*

- These employees will receive post-retirement group benefit coverage for themselves and for their dependents through the Corporation until age 65.

*All employees*

- The Corporation is a Schedule II employer under the Workplace Safety and Insurance Act (Ontario), 1997 and follows a policy of self-insurance for all its employees. The obligation as at December 31, 2022 is \$473 (\$829 in 2021) and is included in the total obligations below.

Information about the Corporation's accrued benefit obligations and accrued benefit liabilities is as follows:

	<b>2022</b>	2021
	<b>\$</b>	<b>\$</b>
Accrued benefit obligations, beginning of year	<b>49,267</b>	49,899
Current service costs	<b>1,455</b>	1,298
Interest on accrued obligations	<b>1,564</b>	1,403
Actuarial gain	<b>(16,339)</b>	(2,828)
Contributions	<b>(607)</b>	(505)
Accrued benefit obligations, end of year	<b>35,340</b>	<b>49,267</b>

**Municipal Property Assessment Corporation**  
**Notes to the financial statements**

December 31, 2022  
(In thousands of dollars)

**7. Employee future benefits (continued)**

*All employees (continued)*

The employee future benefits expense recorded in the statement of operations during the year is as follows:

	<b>2022</b>	2021
	\$	\$
Current service costs	<b>1,455</b>	1,298
Interest on accrued obligations	<b>1,564</b>	1,403
	<b>3,019</b>	2,701

Remeasurements and other items, consisting of curtailments, settlements, past service costs and actuarial gain of \$16,339 (gain of \$2,828 in 2021), have been recognized directly in net assets.

The significant actuarial assumptions adopted in measuring the Corporation's accrued benefit obligations are as follows:

	<b>2022</b>	2021
	\$	\$
Discount rate	<b>5.05%</b>	3.1%
Health care inflation	<b>5.2% grading down to 4% by 2040</b>	5.4% grading down to 4% by 2040
Vision and dental care inflation	<b>5.1% grading down to 4% by 2040</b>	4.93% grading down to 4% by 2040

The date of the most recent actuarial valuation of the accrued benefit obligations was December 31, 2022.

The Corporation paid \$28,694 (\$28,150 in 2021) of employer and employee contributions to the defined benefit multi-employer benefit plan.

**8. Internally restricted net assets**

	<b>2022</b>	2021
	\$	\$
Reserve for board-appropriated working fund	<b>50,595</b>	47,283
Reserve for employee future benefits	<b>28,248</b>	21,578
Reserve for enumeration	<b>1,343</b>	2,200
Reserve for assessment update	<b>11,469</b>	10,108
	<b>91,655</b>	81,169

Interfund transfers are approved by the board of directors. During the year, the board of directors approved the transfers between the unrestricted fund and the internally restricted net assets as follows: \$3,312 to (\$10,162 to in 2021) the board-appropriated working fund reserve to pay for future one-time expenditures; \$1,361 to (\$1,832 to in 2021) the assessment update reserve to set aside funds for the property assessment process, and \$857 from (\$481 from in 2021) the enumeration reserve.

**Municipal Property Assessment Corporation**  
**Notes to the financial statements**

December 31, 2022  
(In thousands of dollars)

**8. Internally restricted net assets (continued)**

The purpose and use of the employee future benefit reserve was approved by the board of directors at initial setup, and an annual approval for transfers is not required. A transfer of \$6,670 to (\$7,803 to in 2021) the employee future benefit reserve was made during the year.

Refer to note 2 for a description of the reserves.

**9. Commitments**

The Corporation has commitments under various operating leases for properties. Minimum lease payments due in each of the next five years and thereafter are as follows:

	\$
2023	4,574
2024	3,578
2025	2,897
2026	1,810
2027	504
Thereafter	189
	<u>13,551</u>

The Corporation is also committed to paying operating costs and property taxes on its various property leases.

**10. Capital leases**

The Corporation entered into several vehicle leases with an interest rate of between 3.84% and 5.77%, with lease terms up to 60 months. On termination of the lease, the Corporation has guaranteed a certain residual value of the vehicle to the lessor, depending on the ultimate lease term.

As at December 31, 2022 the current portion of the capital leases is \$641 (\$685 in 2021) and the long-term portion is \$1,030 (\$463 in 2021).

Future minimum annual lease payments required under capital lease arrangements are as follows:

	\$
2023	700
2024	359
2025	308
2026	301
2027	135
Total lease payments	<u>1,803</u>
Less: amount representing interest	<u>(132)</u>
	1,671
Less: current portion	<u>641</u>
	<u>1,030</u>

## Municipal Property Assessment Corporation

### Notes to the financial statements

December 31, 2022  
(In thousands of dollars)

---

#### 11. Contingent liabilities and guarantees

The Corporation has been named as a defendant in certain legal actions in which damages have either been sought or, through subsequent pleadings, could be sought. The outcome of these actions is not determinable or is considered insignificant as at December 31, 2022 and, accordingly, no provision has been made in these financial statements for any liability that may result. Any losses arising from these actions will be recorded in the year the related litigation is settled.

In the normal course of business, the Corporation enters into agreements that meet the definition of a guarantee, as outlined in the Chartered Professional Accountants of Canada Handbook. The Corporation's primary guarantee subject to disclosure requirements is as follows:

- The Corporation enters into agreements that include indemnities in favor of third parties, such as purchase agreements, confidentiality agreements, leasing contracts, information technology agreements and service agreements. These indemnification agreements may require the Corporation to compensate counterparties for losses incurred by the counterparties as a result of breaches of contractual obligations, including representations and regulations, or as a result of litigation claims or statutory sanctions that may be suffered by the counterparty as a consequence of the transaction. The terms of these indemnities are not explicitly defined, and the maximum amount of any potential reimbursement cannot be reasonably estimated.

The nature of the above indemnifications prevents the Corporation from making a reasonable estimate of the maximum exposure due to the difficulties in assessing the amount of liability, which stems from the unpredictability of future events and the unlimited coverage offered to counterparties. Historically, the Corporation has not made any significant payments under such or similar indemnification agreements and, therefore, no amount has been accrued in the statement of financial position with respect to these agreements.

#### 12. Risk management

##### *Market risk*

The Corporation's investments are susceptible to market risk, which is defined as the risk the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. The Corporation's market risk is affected by changes in the level or volatility of market rates or prices, such as interest rates, foreign currency exchange rates and equity prices. The Corporation is subject to cash flow interest rate risk due to fluctuations in the prevailing levels of market interest rate sensitive investments. The risk is mitigated through the Corporation's investment policy, which requires investments to be held in high grade, low risk investments.

##### *Credit risk*

Credit risk arises from the potential a counterparty will fail to perform its obligations. The Corporation is exposed to credit risk from banks and debtors. The risk is mitigated in that the Corporation conducts business with reputable financial institutions and its debtors are mainly entities within a level of the provincial government.

##### *Liquidity risk*

Liquidity risk is the risk the Corporation will not be able to meet its financial obligations as they come due. The Corporation manages liquidity through regular monitoring of forecasted and actual cash flows.



**Municipal Property Assessment Corporation**  
**Notes to the financial statements**

December 31, 2022

(In thousands of dollars)

---

**13. Credit facility**

The Corporation has an unsecured credit facility of \$10,000 to be used for its operations, which is renewable annually. The credit facility was temporarily extended to \$50,000 in 2020 and continued to December 31, 2021. Starting on January 1, 2022, the extended credit facility was not renewed. The unsecured credit facility of \$10,000 remains in place.

**14. Government remittances**

Government remittances consist of workplace safety insurance costs, sales taxes and payroll withholding taxes required to be paid to government authorities when the amounts come due. In respect of government remittances, \$3,381 (\$3,258 in 2021) is included in accounts payable and accrued liabilities.



**BRACEBRIDGE GENERATION LTD.**

196 Taylor Road,

Bracebridge, ON

PH: 705.646.9014

FX: 705.645.4667

[www.bracebridgegeneration.com](http://www.bracebridgegeneration.com)

**April 19, 2023**

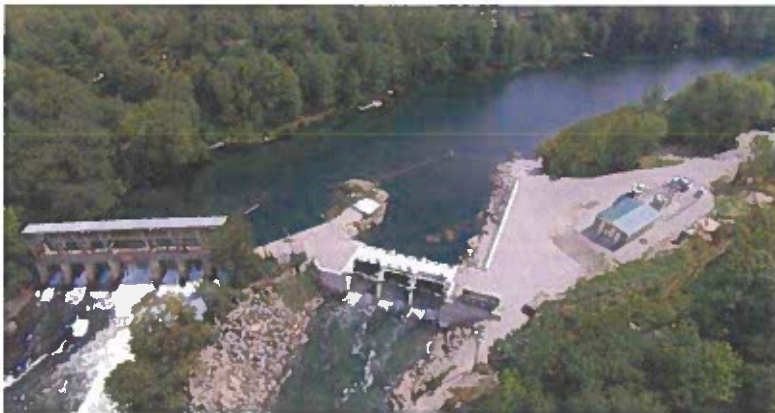
**For Immediate Release**

***Bracebridge/Lakeland Generation purchase Wasdell Falls Generation Plant***



**Bracebridge, Ontario:** Bracebridge (Lakeland) Generation Ltd. has purchased the Wasdell Falls generation station located in Washago, Ontario. This 1.65-megawatt plant is the largest acquisition in company history and becomes the 11<sup>th</sup> waterpower generation plant owned by the company. At capacity, this plant constructed in 2015 under the *Green Energy Act 2009* can feed approximately 1,700 homes with clean energy under a 40-year contract with the Independent Electricity System Operator.

“This acquisition fits into our strategy of growing our green energy portfolio. Being able to purchase a newer plant with a long-term power contract was attractive from the outset and we are pleased to have acquired this solid long-term investment,” announced Chris Litschko, Chief Executive Officer.



Since 2005, Bracebridge (Lakeland) Generation has invested \$70M in clean electricity production by acquiring 7 waterpower plants, completed 9 multi-million-dollar plant upgrades, and installed a solar field & battery storage. Total electrical production for the company is 19.25 megawatts able at full capacity to feed 19,800 homes with clean energy.

“Our dedicated team has enabled company growth through their knowledge and adaptability to all our different assets producing energy. Their flexible skillsets have allowed our company to diversify and expand our green energy assets,” stated Bryan Ingram, Manager of Operations.

**About Bracebridge (Lakeland) Generation Ltd.** is a subsidiary of Lakeland Holding Ltd. wholly owned by the municipalities of Bracebridge, Huntsville, Parry Sound, Burk's Falls, Sundridge and Magnetawan. Other subsidiary companies of Lakeland Holding Ltd. are Lakeland Power that supplies electricity to 14,400 customers and Lakeland Networks that services 8,000 internet customers with 70 wireless towers and 650 kilometers of fibre optics.



Canadian  
Heritage

Patrimoine  
canadien

March 29, 2023

Laura Brandt  
Deputy Clerk  
THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN  
4304 Highway 520  
Magnetawan, ON  
P0A 1P0

Title: Municipality of Magnetawan Canada Day Celebration

Dear Laura Brandt:

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

A grant in the amount of \$10,000 will be awarded to help your organization carry out its activities, under the Celebration and Commemoration Program, Celebrate Canada Component. This funding will be allocated over one government fiscal year 2023-2024 and will be subject to certain terms and conditions, the appropriation of funds by Parliament, and the budget levels of the Program.

One of our program representatives may contact you in the near future to review the terms and conditions and answer any questions you may have related to this funding.

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

Sincerely,

Jillian Lum  
Regional Director General  
Ontario Region



Minister  
of Canadian Heritage



Ministre  
du Patrimoine canadien

Ottawa, Canada K1A 0M5

November 25, 2022

**Subject: Activities involving the participation of Russian or Belarusian state organizations or their official representatives**

To recipients of grants and contributions funding:

On February 24, 2022, Russian armed forces launched an unprovoked and unjustifiable invasion of Ukraine. This was done with the support of the Belarusian regime.

In response to Russia's egregious actions, the Government of Canada has implemented sweeping sanctions in coordination with like-minded partners and is examining all of its activities and holdings. These actions reflect the broad international support for the people of Ukraine.

In this context, the Department of Canadian Heritage is undertaking a review to identify activities involving the governments of Russia and Belarus, their state organizations, and officials, as part of the Government's ongoing response to the Russian invasion of Ukraine.

We urge you to do the same, and to suspend all activity involving the participation of Russian or Belarusian state organizations or their official representatives. This includes program partnerships, direct and indirect financing of tours, co-productions, participation in festivals or other events involving the Russian or Belarusian governments.

As you are a current recipient of the Department's grants and contributions funding, we ask that you please review and assess your current programming and engagement with Russian and Belarusian state partners. If there are activities involving the governments of these two countries or their officials, please suspend them until further notice. You should contact your program officer to discuss if you have questions or concerns.

.../2

- 2 -

**Canadian organizations that are found to be working with the Russian or Belarusian state organizations, officials, or partners, will not receive funding from the Department. Moreover, funded recipients who want to work with Russian or Belarussian artists would have to ensure that the artists in question are not affiliated with the Russian or Belarusian state.**

Canadian citizens and permanent residents of Canada, including those of Russian and Belarusian heritage, continue to be eligible for Canadian Heritage's grants and contributions programs. This is not about unfairly targeting law-abiding and peace-loving citizens and permanent residents, nor is it about attacking Russian or Belarusian culture or artists, creators and performers. Collaboration with partners unaffiliated with the governments of Russia and Belarus, their state organizations, and officials can however continue.

The Government of Canada is committed to working with our international partners to support the brave and resilient people of Ukraine in every way possible.

We thank you for your attention to this most important matter.

Please accept my best wishes.

Sincerely,

A handwritten signature in black ink, appearing to be 'Pablo Rodriguez', with a stylized, overlapping structure.

The Honourable Pablo Rodriguez, P.C., M.P.

Ministry of Tourism, Culture  
and Sport

Assistant Deputy Minister  
Tourism and Culture Division  
5th Flr, 400 University Ave  
Toronto ON M7A 2R9  
Tel. 416 314-7262

Ministère du tourisme de la culture et  
du sport

Sous-ministre adjointe  
Division du tourisme et de  
la culture  
5e étage, 400, av. University  
Toronto ON M7A 2R9  
Tél. : 416 314-7262



April 20<sup>th</sup>, 2023

Laura Brandt  
Deputy Clerk Recreation and Communications  
The Municipality of Magnetawan  
4304 Hwy 520  
Magnetawan, ON P0A1P0  
lbrandt@magnetawan.com

Dear Ms. Laura Brandt:

Re: **Case Number: 2022-12-1-1941128679**  
**Summer Experience Program 2023**

I am pleased to inform you that your organization has been approved for a Summer Experience Program grant to hire one Heritage Museum Information Attendant for the summer of 2023. You will be receiving a grant in the amount of \$3,812 in one instalment.

By signing and submitting the Ministry's application form, you agreed to the general terms and conditions of this grant. As an employer, you are required to adhere to the *Employment Standards Act, 2000*, including paying no less than the minimum wage. For requirements around hiring your summer student(s) and reporting on the grant, please refer to the Summer Experience Program Guidelines.

Joel Gauthier is the Regional Development Advisor assigned to your file. If you have any questions regarding your case, Joel can be reached at (705) 690-2833 or by e-mail at [Joel.C.Gauthier@ontario.ca](mailto:Joel.C.Gauthier@ontario.ca).

Congratulations and best wishes for success.

With kind regards,

A handwritten signature in black ink, appearing to read "K. Kelly Gatten".

Katherine Kelly Gatten  
Assistant Deputy Minister  
Tourism and Culture Division

## Laura Brandt

---

**From:** Jacquelyn Folville <JFolville@amcto.com>  
**Sent:** May 2, 2023 1:05 PM  
**To:** AMCTO Conference  
**Subject:** Congratulations - you have received an AMCTO conference scholarship!

Good afternoon,

I am reaching out to let you know that **you have been selected to receive one of AMCTO's professional development scholarships to attend our [2023 conference](#)** coming up this **June 11-14 in Niagara Falls**.

This 2023 conference scholarship includes:

- One (1) Silver level conference package
- Three-night hotel stay (Sunday - Wednesday) at the Niagara Hilton
- Invitation to private scholarship recipients welcome reception

**If you can please confirm your attendance by replying to this email along with providing a professional photo we can include on an outgoing announcement, by 5:00pm tomorrow (Wednesday, May 3) it would be much appreciated.**

In order to process your registrations if you could **please also complete the following form by 5:00pm on Friday, May 5<sup>th</sup>**, that would be great. This way, we can ensure you are included on upcoming conference reminders including our conference app which will be launching next week. Our team will also be taking care of your hotel reservations (so no need to worry about booking anything).

Once our team has received your completed form and processed your registration, you will receive an email with the registration confirmation details as well as an email from the hotel with your booking information.

On behalf of the AMCTO Board and staff, thank you for taking the time to submit your application – we appreciate your interest in AMCTO professional development programs and services.

Congratulations! I look forward to connecting with you at the conference!

Sincerely,

**Jacquelyn Folville** (she/her)  
Manager – Communications & Marketing



# PUBLIC ART

## CALL FOR SUBMISSIONS

### AHMIC HARBOUR COMMUNITY CENTRE AND MAGNETAWAN FIRE STATION 2

#### HOW TO APPLY

- Short bio including artistic style and motivations
- Portfolio including three works of art
- Description of works to be produced including a sketch
- Artist's social media platforms (if available)
- Contact information
- View full Submission Guidelines on our News Section at [www.magnetawan.com](http://www.magnetawan.com)

**Due Tuesday  
June 6th**



**IMAGINE YOUR ART HERE!!!!**

Page 233 of 312



## Project Details

We are excited to share with you our Call for Submission's for the continuation of the Beautification of the Municipality of Magnetawan Project. Through the establishment of a Public Art Collection, the Municipality intends to enhance Magnetawan's visual appeal and vibrancy of our public spaces as well as honor, preserve and encourage Magnetawan's cultural heritage and artistic diversity while providing an opportunity to recognize local and regional artists.

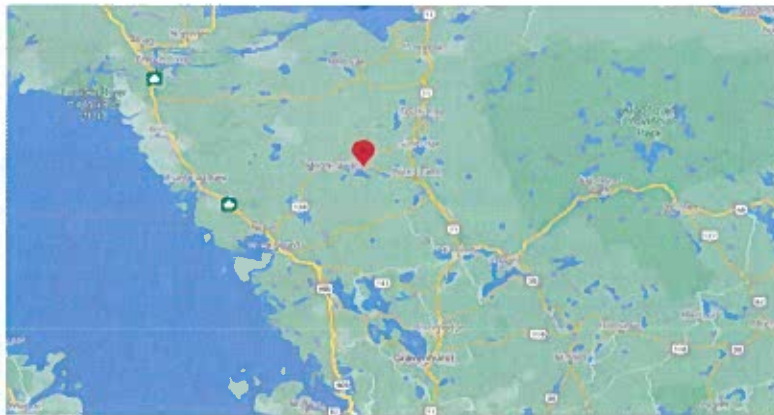
The Municipality is looking for submissions that encompass and pay tribute to the rich history of Ahmic Harbour and Magnetawan 's Fire Department. This public art project will be one mural on all walls identified in the picture below of the Ahmic Community Centre and Magnetawan Fire Station #2. The work of art shall be of a type and designed to stand up to exposure to year-round weather. It is recommended that the Artist do a site visit prior to submission to view the area of terrain.

Mural tourism uses street art or mural art to enhance the look and cultural vibrancy of an area. It provides residents and tourists with a unique opportunity to take part in tourism that is cool, colorful, and beneficial to a destination's social and economic status.

The Artist will be selected through an open one stage competition with a total budget of approximately \$8,000.

## Community Background

The Municipality of Magnetawan is situated on the Magnetawan River and is centrally located 45 minutes from Parry Sound, Huntsville, and North Bay. Come spend a day and fall in love exploring our scenic views, parks, beaches, waterways, historic locks, dams, waterfalls, recreational facilities, hiking trails, Heritage Centre Museum, and enjoy local cuisine, fishing, hunting, snowmobiling, boating and much more.



## Risk and Responsibility

Artists should understand that the finished work will be installed onto a functioning Municipality of Magnetawan building which may require repair, maintenance and/or replacement. Therefore, the Municipality cannot guarantee the duration of the work's display or be responsible for any damages or modifications of the artwork due to required maintenance and wear and tear. Artists should also be aware that the Municipality cannot guarantee that vandalized works will be repaired, restored, or replaced as this is dependent on available funding. Artists must accept this risk that their artwork may be removed if damage or vandalism occurs at the Municipality's discretion.

**Proposed Walls for Mural**





# Proposal Submission Requirements

Each submission shall include one hard copy or one electronic copy of their Proposal containing the following items:

- A short bio of the Artist including their artistic style and motivations.
- A portfolio including at least three works of unique and original art similar to the proposed work.
- Description of works of art to be produced including summary of the type and style, approximate dimensions, anticipated materials to be used, label/signage requirements, requirements for installation and maintenance, a sketch or similar concept for the proposed work of art.
- Total cost of the works of art.
- A delivery date range for the anticipated delivery and completion of the proposed pieces to be completed by the end of September.
- Contact information including Artist's social media platforms.
- Must include a complete and signed art release form.

## Evaluation Criteria, Process and Award

**Artist Portfolio** **25 points**

- Quality of the Bidder's past works of art and suitability to this project

**Proposed Plan for Works of Art** **50 points**

- Demonstration that the needs of the Municipality of Magnetawan are understood and will be met.
- Compatibility with goals and scope of public art policy.
- Artistic merit and quality of the proposed works of art.
- Suitability to public display under the specified conditions.
- Ethical and legal suitability, including any risk to public health and safety.
- Meets the timeline.

**Project Cost** **25 points**

- Project Cost is within the identified budget
- Detailed description of the cost of the work(s)
- Financial implications of installation, maintenance, storage, etc.

**Maximum Points Available** **100 points**

## Submissions

Submissions must be received by **Tuesday June 6, 2023, at 3:00 pm**

Late submissions will not be accepted

Email submissions to: [lbrandt@magnetawan.com](mailto:lbrandt@magnetawan.com)

By mail to 4304 Highway 520 P.O. Box 70 Magnetawan, ON P0A 1P0

## Contact

Laura Brandt

Deputy Clerk Recreation and Communications

(705) 387-3947 Ext 1002

[lbrandt@magnetawan.com](mailto:lbrandt@magnetawan.com)

# MUNICIPALITY OF MAGNETAWAN

## ART RELEASE FORM

I the undersigned, own the rights to the Artwork entitled

\_\_\_\_\_ (the "Work")

I give permission to use my Work in my entry to the Municipality of Magnetawan's call for submissions Ahmic Harbour Community Centre and Magnetawan Fire Station 2 Project 2023. I hereby give the Municipality of Magnetawan and those authorized by the Municipality of Magnetawan a royalty-free, worldwide, perpetual, non-exclusive license to publicly display, distribute, reproduce, and create derivative works of that entry, including my Work, in whole or in part, in any media now existing or later developed, for any purpose, including but not limited to advertising and promotion in any media.

I understand that the Municipality of Magnetawan and those authorized by the Municipality of Magnetawan is under no obligation to use the entry in any way. I waive my claim or right of action arising out of these uses described in this release.

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_





**Municipality of  
Magnetawan**

P.O. Box 70, 4304 Hwy 520  
Magnetawan, ON  
P0A 1P0

Lead Contact: Scott Edwards  
Public Works Superintendent  
P.O. Box 70, 4304 Hwy 520  
Magnetawan, ON  
P0A 1P0

Email: [publicworks@magnetawan.com](mailto:publicworks@magnetawan.com)

**Request for Proposal**

**Project Name: “RFP 2023-02 Municipal Rubber Tire Backhoe”**

**Date of Issue: Monday April 17, 2023**

**Proposal Submission Deadline: Wednesday May 24, 2023, by 3:00 p.m.**

## **Section 1 Introduction and General Instructions**

### **1.01 Introduction**

The Municipality of Magnetawan is inviting proposals for the supply of one (1) Municipal Diesel Driven, Four Wheel-Drive Rubber Tire Backhoe Loader. The successful proponent shall supply a 'turn-key' operational Rubber Tire Backhoe.

This Request for Proposals document (and any other applicable attachments or addenda) is available in PDF format through the Municipality of Magnetawan's website at [www.magnetawan.com](http://www.magnetawan.com)

Any information contained in the Request for Proposal that is changed by the Bidder (except for filling in the blanks) will be grounds for disqualification.

Magnetawan's Procurement By-law is available for review at the Municipal Office or on the website.

### **1.02 Submission of Proposals**

Proposals shall be submitted in the form and format specified in Section 3 and shall include the completed Form of Proposal included as Section 5 at the end of this document. A designated signing officer authorized to bind the Bidder to the provisions of their Proposal must sign the Form of Proposal. Any addenda issued by the Municipality of Magnetawan in accordance with Subsection 1.06 must be acknowledged by the Bidder on the Form of Proposal.

All hard copy proposals must be signed, sealed, the envelope marked with the Bidder's name and the Project Name, and received by: The Municipality of Magnetawan, P.O. Box 70, 4304 Hwy 520, Magnetawan, ON P0A 1P0.

Electronic submissions will be accepted in response to this RFP. Electronic submissions will not be reviewed until the proposal opening date.

Faxed submissions will not be accepted.

**Project Name: RFP 2023-02 Municipal Rubber Tire Backhoe**

**Proposals must be received no later than Wednesday May 24, 2023, by 3:00 p.m.**

Proposals must not be restricted by a statement added to the Form of Proposal or by a covering letter, or by alterations to the Form of Proposal supplied unless otherwise provided in the RFP.

The onus unequivocally remains with the Bidder to ensure that the Municipality of Magnetawan receives proposals delivered or sent by courier prior to the Proposal Submission Deadline, in accordance with the submission process described in this section. Proposals received after the Proposal Submission Deadline will not be considered.



### 1.03 Contacts

All questions or inquiries must be made in writing or email to the Lead Contact named below, by the specified date and time:

*Scott Edwards  
PO Box 70, 4304 Hwy 520  
Magnetawan, ON  
POA 1P0  
publicworks@magnetawan.com*

**IMPORTANT:** A Bidder may be disqualified if they make inquiries, between the Proposal issue date and the notification of the Award, in a manner other than that described in this RFP or to anyone involved in the process who is not the Lead Contact, including but not limited to the members of Council. This is to ensure that each Bidder receives the same information, and that no Bidder receives unfair treatment during the RFP process.

### 1.04 Schedule

The schedule set out herein represents the Municipality of Magnetawan's best estimate of the schedule that will be followed, and it is intended to be a guideline.

The approximate schedule is as follows:

RFP issue date	Monday April 17, 2023
Final date of posting addenda	Thursday May 4, 2023 by 4:30 p.m.
Proposal Submission Deadline	Wednesday May 24, 2023 by 3:00 p.m.
Proposal Opening	Wednesday May 24, 2023 by 3:30 p.m.

### 1.05 Required Review and Clarification

Bidders shall carefully review this RFP. If questions concerning clarification of the contents of this document arise, the questions must be made in writing and received by the Lead Contact to allow time for the issuance of any necessary addenda. Protests based on any omission or error or on the content of the RFP will be disallowed if these perceived faults have not been brought to the attention of the Lead Contact.

In submitting a Proposal, the Bidder acknowledges that they have read, completely understand, and accept the terms and conditions of the RFP in full. The Municipality of Magnetawan is not responsible for any misunderstanding of the RFP.

### 1.06 Amendments to the RFP

The Municipality of Magnetawan may issue addenda as they are received, clarify and/or modify certain aspects of the RFP prior to the Proposal Submission Deadline. No addenda shall be posted after **Thursday May 4, 2023**, to our website at [www.magnetawan.com](http://www.magnetawan.com) and shall be available in the Municipal Office.

## **1.07 Reserved Rights of the Municipality of Magnetawan**

The Municipality of Magnetawan reserves the right to:

- a. make public the names of any or all Bidders and their quoted price.
- b. request written clarification or the submission of supplementary written information in relation to the clarification request from any Bidder and incorporate a Bidder's response to that request for clarification into the Bidder's Proposal.
- c. adjust a Bidder's scoring or reject a Bidder's Proposal based on:
  - i) a financial analysis,
  - ii) information provided by references,
  - iii) the Bidder's past performance on previous contracts awarded by the Municipality of Magnetawan,
  - iv) the information provided by a Bidder pursuant to the Municipality of Magnetawan exercising its clarification rights under this RFP process; or
  - v) other relevant information that arises during the RFP process.
- d. verify with any Bidder or with a third party any information set out in a Proposal.
- e. check references other than those provided by any Bidder.
- f. disqualify any Bidder whose Proposal contains misrepresentations and/or any other inaccurate and/or misleading information or qualifications.
- g. disqualify any Bidder or the Proposal of any Bidder who has engaged in conduct prohibited by this RFP.
- h. make changes, including substantial changes, to this RFP provided that those changes are issued by way of addenda in the manner set out in this RFP.
- i. select the Bidder other than the Bidder whose Proposal reflects the lowest cost to the Municipality of Magnetawan or the highest overall score.
- j. cancel this RFP process at any stage.
- k. cancel this RFP process at any stage and issue a new RFP for the same or similar deliverables.
- l. accept or reject any or all Proposals in whole or in part.
- m. discuss with any Bidder different or additional terms to those contemplated in this RFP or in any Bidder's Proposal.
- n. if a single Proposal is received, reject the Proposal of the sole Bidder, and cancel this RFP process.
- o. to negotiate with the two lowest Bidder(s).

These reserved rights are in addition to any other expressed rights or any other rights which may be implied in the circumstances.

## **1.08 Not Responsible for Costs**

The Municipality of Magnetawan shall not pay any costs associated with the preparation, submission, or presentation of the Bidder's Proposal. The Municipality of Magnetawan shall not be liable for any expenses, costs or losses suffered by the Bidder or any third party resulting from the Municipality of Magnetawan exercising any of its expressed or implied rights under this RFP.

### **1.09 Proposal Expiry Date**

Bidders hereby acknowledge that their Proposals shall be irrevocable for a period of 60 days from the Proposal submission deadline. Extensions to this period may be granted with the mutual agreement of the Municipality of Magnetawan and the successful Bidder and may be initiated by either party.

### **1.10 Confidentiality and Ownership**

Any information provided to the Bidder by the Municipality of Magnetawan before, during or after the project is completed shall be treated as confidential and shall not be used or communicated by the Bidder or any third party in any way unless otherwise identified or permitted by the Municipality of Magnetawan. The information, reports, documentation, plans, etc. that are produced by the successful Bidder in response to this project shall become the exclusive property of the Municipality of Magnetawan. However, intellectual property, such as specific tools, templates, processes, etc. that the Bidder provides as part of the deliverables remains the property of the Bidder.

### **1.11 Invoicing**

The Vendor will be solely responsible for submitting a proper invoice as defined in the Construction Act, R.S.O. 1990 to the Municipality in accordance with the schedule and requirements of Section 2.04. In addition to the statutory requirements of a proper invoice, Contractors shall also submit the following documentation to the Municipality:

- a. A valid WSIB clearance certificate that covers the invoice period;
- b. If holdback is being retained by the Municipality, then on the second invoice (if applicable) and every invoice thereafter, a Statutory Declaration from the Contractor declaring that all accounts for labour, subcontracts, productions, construction equipment, and other indebtedness which may have incurred by the Contractor in the substantial performance of the Work and for which the Municipality might in any way be held responsible have been paid in full, except for amounts properly retained as a holdback or as an identified amount in the dispute on form CCDC 9A-2018 or some other alternative form acceptable to the Municipality; and
- c. Supporting documentation including weight tickets for materials used to substantiate the Work delivered and/or performed to date.

### **1.12 Method of Delivery of Invoices**

- a. The Contractor shall send invoices to both the attention of the Municipal contact(s) specified in the Contract and the Treasurer. The Contractor shall reference the invoice Project Name in the email subject line and/or envelope.
- b. Invoices not received by the Municipal contacts set out herein as instructed will not be acknowledged or considered received by the Municipality.
- c. Invoices delivered after 4:00 pm between Monday to Friday or statutory holiday or weekend will be considered received on the next business day.

### **1.13 Processing of Proper Invoices**

Failure of the Contractor to submit a Proper invoice will not be processed for the payment by the Municipality until a Proper invoice is received by the Municipality. It is the Contractor's responsibility to submit and re-submit a Proper Invoice to the Municipality whether the Municipality provides notice or not.

### **1.14 Payment Disputes**

- a. Upon receipt of a Proper Invoice from the Contractor, the Municipality may approve or dispute – all or part of the contents of the Proper Invoice.
- b. If the Municipality does not agree with the invoiced Work or amounts, the Municipality will review the invoice with the Contractor and try to resolve the disputed amounts within ten (10) calendar days from the date of receipt. If the invoice cannot be resolved between the Municipality and the Contractor within ten (10) calendar days, the Municipality may pay the portion that it determines is owing and will include with the payment an explanation for any reduction of the invoiced amount. Any Notice of Non-Payment shall comply with the Construction Act.
- c. The Municipality may withhold payment under the Contract for any disputed amounts, without interest until such dispute is settled or resolved – informally or formally i.e., litigation, adjudication, or any formal dispute resolution procedure.
- d. No payment made under the Contract will constitute a waiver of any terms of the Contract or any other rights available at law or equity.
- e. Unless otherwise agreed to by the parties, the Municipality will not be liable for any charge or fees for late payment.
- f. If the Contractor is in any way indebted to the Municipality, either under the terms of the Contract or for any other reason, the Municipality shall have the right of set-off to the extent of such debt.

### **1.15 Freedom of Information**

Any personal information required in the Proposal is received under the authority of the Municipality of Magnetawan. This information shall be an integral component of the submission. All written Proposals received by the Municipality of Magnetawan become a public record. Once a Proposal is accepted by the Municipality of Magnetawan and the contract has been awarded, all information contained in the Proposals may be available to the public, including personal information. Questions about the collection of personal information and the Municipal Freedom of Information and Protection of Privacy Act, 1989, R.S.O. 1990, as amended may be directed to the Lead Contact.

### **1.16 Additional Requirements**

- a. A certified cheque made payable to the Municipality of Magnetawan in the amount of ten per cent (10%) of the total Proposal must be submitted with the Proposal, for deposit purposes. Deposit cheques of unsuccessful bidders will be returned within ten business (10) days of the Proposal opening. The cheque of the successful bidder shall be retained until the Municipality's acceptance of the completed work.

- b. The successful bidder may file with the Municipality of Magnetawan a completed Performance Bond. The Bond shall be signed and sealed by a recognized Bonding Company, in the amount of one hundred per cent (100%) of the total estimated Proposal. Upon receipt of such a bond, the Municipality of Magnetawan will return the Contractor's Proposal deposit cheque.

## **Section 2 Minimum General Specifications and Requirements**

The successful Proponent/Bidder shall supply one (1) Municipal new Diesel Driven, , four-wheel drive Rubber Tire Backhoe Loader. The unit must be designed for Canadian rural service on mostly gravel roads. The complete machine must meet all W.C.B and D.O.T rules and regulations to operate in Ontario.

The following general specifications are meant to be a guideline for the proposal.

### **POWERTRAIN**

- Engine - 99 to 115 horsepower. (Engine must comply with U.S. EPA Tier 4 Final / EU Stage IV off road emission requirements.)
- Transmission - shall be powershift with torque converter; clutch-free; fully.
- Synchronized with a minimum of four forward, two reverse speeds.
- Diesel
- Four-wheel drive
- 4WD shall be engaged at any time the machine is traveling under by activating switch on front console. An operator shall be able to activate the switch while the machine is moving at a speed under 12.5mph or stopped, with or without a load.
- Long life anti-freeze
- Centrifugal engine air pre-cleaner
- Water separator fuel filter

### **OPERATOR STATION**

- OSHA approved ROPS/FOPS shall be integral with cab.
- Access to the cab shall be from the right and left side with protected, wide, rigid, self-cleaning steps and ergonomically located hand-holds
- Unit shall be equipped with illuminated electronic gauges with audible warning for: engine
- Coolant temperature, oil temperature and fuel level
- The machine will have a cab with a heater and air conditioner from the factory
- The seat shall be Air Ride swivel, with fully adjustable armrests and lumbar support
- AM/FM Radio
- Operator station should include two drink holders.
- State in-cab noise level – should not exceed 68 dB
- Front and rear windshield wiper with washer and interval / multi speed function
- Hour meter
- In cab storage compartment
- Lockable door, windows, and all exterior compartments
- Universal key for door, compartments, and ignition (one key)
- Include 3 (Three) universal keys
- Horn

- Back – up alarm 97 dB
- Toolbox
- Fire extinguisher
- Sun visor
- Rubber floor mat
- Dust screen for front radiator grill

### **GENERAL SPECIFICATIONS**

- Alternator heavy duty
- Battery - maintenance-free
- The battery(ies) shall be accessible without the use of hand tools to remove panels, toolboxes, etc.
- Machine shall have easily accessible battery connections to aid in jump-starting machine or other machines
- Fuel tank - minimum 140 L
- Fuel tank shall contain a debris screen
- Heater, Engine Block minimum 1000 watts
- Goodyear tires shall be no less than 12.5/80-18 12PR (front) and 19.5 – 24 12PR (rear)
- All valve stems to be protected by metal valve stem covers
- Front tires shall ride inside loader bucket cutting width
- Rear axle shall have differential lock with "on-the-go" engagement
- Brakes - Oil (wet) disc
- Foot-operated brake pedals shall be able to be interlocked.

### **BACKHOE**

- Extendable stick
- Digging depth minimum 14 feet
- The stabilizer valve will be two directional, anti-drift
- The stabilizer shall have reversible pads
- Truck loading height minimum 12 feet
- Hydraulic thumb attachment for the backhoe
- Twist-o-Wrist
- Quick change back bucket
- 24" Tooth Bucket
- 30" Ditching Bucket
- Backhoe shall be equipped with a swing transport lock
- Backhoe shall be equipped with a boom lock that can be controlled from the seat
- Backhoe joystick shall be equipped with a quick idle down feature that lowers the engine speed to 1,000 rpm
- Pattern changer shall be available for switching Backhoe and Excavator control patterns with an electric switch, located within the operator's station
- Backhoe controls shall be available as pilot operated joystick controls with a standard pattern changer for SAE excavator or ISO backhoe control patterns
- Backhoe shall be controlled with adjustable excavator style pilot operated joystick controls

## **LOADER**

- SAE heaped capacity, minimum 1 cubic yard
- Loader bucket shall be suitable for general purpose with heavy-duty characteristics including high strength wear material in the leading edges of the lower side corners, equaling the material properties of the base cutting edge
- Loader bucket base cutting edge shall be specially hardened steel, achieving Rockwell hardness of 50 or greater
- Loader bucket shall have at least a 2-piece bolt-on cutting edge for serviceability
- 1.31CYD (1.00m<sup>3</sup>) General Purpose bucket. Machine shall meet the following specifications:
  - Minimum breakout force of 11,216 lbs. (49.9 kN)
  - Minimum dump clearance of 8'9" (2654 mm) at full lift and 44-degree discharge
  - Minimum dig depth of 4" (111 mm)
  - Minimum hinge pin height 11'5" (3488 mm)
  - Minimum lift capacity 7,416 lbs. (3364 kg)
  - Minimum rack back angle at Ground Level of 36 degrees
- Quick change front bucket
- Quick change front forks
- Loader bucket shall be self-leveling for truck loading spoil and equipped with a bucket tilt indicator
- Loader shall have positive down pressure sufficient to lift tractor front end off level ground
- Loader shall be equipped with a lift cylinder brace to mechanically hold the loader arms in the raised position
- To be Plumbed for a SweepKing Hydraulic Broom and Electronic Switch

## **OTHER EQUIPMENT**

- Auto Ride-Control to smooth the ride under all operating conditions
- LED beacon amber light
- Work lights 4 (Four) front and 4 (Four) rear
- Head lights high / low beams
- LED tail, brake and signal lights
- Vendor to supply complete service and parts manuals in CD format.
- Two (2) operator manuals, paper

## **WARRANTY**

- Extended Warranty - 5 Years
- Vendor to be able to provide service on warranty work within 24 hours of notification of a problem

The proponent vendor is expected to provide a full set of specifications, for each component system (including hydraulics), in their proposal. Although price is of significance, the proponent vendors are encouraged to put forward a good quality package. The Municipality is looking for durability as well as value. The fore-going are minimum guidelines only, however, any significant dimensional change should be high-lighted for consideration. Bidder to consult attached Specifications sheets.

The proponent vendor shall have a licensed service facility within a reasonable distance from Magnetawan for the provision of major maintenance service and/or repair.

The delivery of the proposed unit to the Municipality of Magnetawan shall not be later than **one hundred and eighty calendar days after award by Council.**

**Section 3 Requirements**

**3.01 Submission**

For the Municipality of Magnetawan to evaluate Proposals fairly and completely, Bidders shall provide **all** information requested in the format set out in the RFP. Failure to provide all required information as detailed in this section may result in the Bidder being disqualified or scoring poorly in the evaluation.

Each Proponent shall submit one (1) set of their Proposal, containing the following items:

• An indication of the Proponent's understanding of the project scope and requirements, including how the specific required services shall be met.	
• List of equipment type including description	
• An overview of the Proponent's experience and expertise, as well as the expertise of any sub-contractors that will be involved as part of the Proponent's team.	
• A Completed proposal package including signatures.	
• Proposal Addendums signed by Proponent for acknowledgement.	
• All necessary funds.	

**3.02 Evaluation Criteria, Process and Award**

The Municipality of Magnetawan may make an award based on the proposals received without further discussion with the Bidders. Therefore, each initial offer should contain the Bidder's best terms/information, including all required documentation as listed in this RFP.

The evaluation committee will recommend Award to Council for the Bidder achieving the specifications required and the lowest price.

The successful Bidder shall be notified of the Award in writing to the e-mail address given on the Form of Proposal, and/or may be contacted verbally by the Lead Contact.



## **Section 4 Evaluation of the Proposals**

### **4.01 Evaluation Criteria, Process and Award**

As part of the evaluation process, the Municipality of Magnetawan may contact one or more Bidders to clarify or obtain more information about their Proposal or to request the Bidder to exhibit or otherwise demonstrate the information contained therein. The purpose of these discussions will be to ensure full understanding of the requirements of the RFP and Proposal. Discussions will be limited to specific sections of the RFP identified by the evaluation committee. The Lead Contact will only hold discussions with Bidders who have submitted a proposal deemed to be reasonably acceptable for Award.

The Municipality of Magnetawan may make an award based on the proposals received without further discussion with the Bidders. Therefore, each initial offer should contain the Bidder's best terms/information, including all required documentation as listed in this RFP.

### **4.02 Basis of Rejection of Proposal**

Proposal not conforming to the requirements within this document and/or the following will be disqualified:

- a. Proposal must be legible, in ink, typewritten, or by printer.
- b. Proposal must be in the possession of the Municipality of Magnetawan by the closing date and time and on form provided.
- c. Proposal must be signed and sealed by an authorized official of the bidding organization. A joint proposal must be signed and sealed by each company.

The Contractor has carefully examined the conditions and specifications attached and referred to in this contract, and understands and accepts the said conditions and specifications, and for the prices set forth in this proposal, hereby offers to furnish all labour, equipment and materials, except as otherwise specified in the contract, to complete the work in strict accordance with said conditions and specifications.

Attached to this proposal is a certified cheque, in the amount of 10% of the total proposal, made payable to the Municipality of Magnetawan. The proceeds of this cheque shall, upon acceptance of the proposal, constitute a deposit which shall be forfeited to the Municipality of Magnetawan if the Contractor fails to perform the work in accordance with the conditions and specifications referred to or contained in this proposal.

It is also agreed that upon acceptance in writing by the Municipality of Magnetawan this proposal form becomes the agreement for the performance of the work between the contractor and the Municipality.

#### 4.03 Maximum Evaluation Points Summary

<b>Specification &amp; Quality</b>	<b>40 points</b>
<ul style="list-style-type: none"><li>Demonstration and documentation proving that the proposed vehicle meets or exceeds the minimum specifications, data spec sheets, and photographs. Evidence of a durable high-quality package.</li></ul>	
<b>Price &amp; Delivery</b>	<b>30 points</b>
<ul style="list-style-type: none"><li>Demonstration and documentation that the proposed unit is priced within reason when quality is considered, and that the unit can be delivered within the six-month time window.</li></ul>	
<b>Vendor's Background, Experience, and References</b>	<b>10 points</b>
<ul style="list-style-type: none"><li>The Bidder's experience in heavy equipment sales and services, and business references.</li></ul>	
<b>Breakdown of Costs</b>	<b>10 points</b>
<ul style="list-style-type: none"><li>Breakdown of costs, line items are complete and reasonable.</li></ul>	
<b>Distance to Service Facility</b>	<b>10 points</b>
<ul style="list-style-type: none"><li>Distance in kilometres to proponents licensed service facility.</li></ul>	
<b>Maximum Points Available</b>	<b>100 points</b>

The successful Bidder shall be notified of the Award verbally or electronically by the Lead Contact.

**Section 5 Form of Proposal**

I/We, the Undersigned, having examined this Request for Proposals, do hereby offer to enter into an Agreement with the Municipality of Magnetawan to act as Engineer of Record under the terms as included.

I, We \_\_\_\_\_  
(Name-Print) (Position)

of \_\_\_\_\_  
(Company Name)

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
CITY PROVINCE POSTAL CODE

\_\_\_\_\_  
TELEPHONE NO. FACSIMILE NO. E-MAIL ADDRESS

Receipt of any issued addenda shall be acknowledged by initialing in the space provided below.  
Last posted addendum on the website on Thursday May 4, 2023 \_\_\_\_\_

Signature in the designated space, by an authorized officer of the Bidder's company affirms acceptance of the Request for Proposal requirements set forth in this document, the associated costs attributed to the business arrangement between the Bidder and the Municipality of Magnetawan, and hereby certifies that the information supplied in this proposal to be true and complete in all respects.

Company Seal

The following required information may be forwarded on the Vendor's forms and should include all manufacturers specification and submitted with the overall package. However, the information requested here, specifically should be clearly presented, easily understood, and easy to find.

Make:

Model:

Engine:

Warranty

Distance from Municipality of Magnetawan to Service facility: \_\_\_\_\_ km

Location of Service facility:

Price: \$ \_\_\_\_\_ (*HST not included*)

Other relevant information:

# HAZMAT DAY 2023

Saturday July 15, 2023

10 AM TO 3 PM



Cars will be permitted to enter the parking lot via the  
**Chapman Landfill Entrance at 259 Rocky Road**

Please see mapping for correct Entrance/Exit

**You must be a ratepayer of the Municipality of Magnetawan, present your landfill card and identification to participate in HAZMAT DAY**

**PLEASE NOTE WAIT TIMES MAY BE LONG**

*Want to avoid the long line up? Partner up with your Magnetawan friends and neighbours to take one car with all your Hazmat Materials! Long line up got ya down? Grab some take out from one of our amazing restaurants and chow down while in line!*

Hazardous Items Include: Aerosols, Batteries, Medicines, Diabetic Needles, Fluorescent Light Tubes, Flammables, Motor Oil, Transmission Fluid, Fuel, Paint, Pesticides and Propane Cylinders





# Music in the Park

AT THE MAGNETAWAN CENTENNIAL PARK GAZEBO

*Don't forget your lawnchair!*

*Saturdays 7:00pm to 8:30pm*

**JULY 1 HEAVY MELLOW, MULTI-GENRE**

**JULY 8 MIGHTY LOPEZ**

**JULY 15 JAMIE CLARKE & BRANDON MUNDAY**

**JULY 22 MEGAN BALLANTYNE, CELLIST**

**JULY 29 THE DOOZIES**

**AUGUST 5 JAMES GRAY, FOLK SINGER**

**AUGUST 12 DAVEY MELOY**

**AUGUST 19 TRAVIS MIDDLEBROOK**

**AUGUST 26 BRETT BAKER, COUNTRY MUSIC**

**SEPTEMBER 2 CAMPFIRE POETS**

For more information contact us at (705) 387-3947 or at [recreation@magnetawan.com](mailto:recreation@magnetawan.com)





**ICYMI**

**In Case You Missed It!  
Council Highlights  
April 12, 2023**



To read the complete minutes, agenda packages and by-laws please visit our website at [www.magnetawan.com](http://www.magnetawan.com)



Council passed Resolutions 2023-112 receiving the Staff Quarterly Reports from all Department Heads. To read the reports and check out what are departments our up to view the agenda package posted on our website!!

Council passed Resolution 2023-113 receiving the outcome of the Health Survey and is principally in favour of making a donation towards the proposed expansion, once more information regarding funding is available!



Council passed By-law 2023-16 Regulate and Prescribe for Open Fires and By-law 2023-17 Procedure By-law. To view the By-laws in their entirety, visit our By-laws page on our website under Government. Did you know that By-laws are typically presented a minimum of two times on the agenda to ensure time for public input before they are passed? Don't know? JUST ASK US!!



Just a reminder before you burn to check the current FIRE RATING. The current fire rating can be found on our Website, Facebook, Instagram, Digital Sign as well as signs posted throughout the Municipality.

Council passed resolution 2023-119 receiving the correspondence from Cecebe Waterways Association and approved the use of the Magnetawan Centennial park for the Cecebe Waterways Associations "42<sup>nd</sup> Annual Regatta" on Sunday August 6<sup>th</sup>.



Blocked culvert? Tree down across the road? Road washed out? Potholes? Not sure if you need a Road Occupation Permit? Any other Public Work Questions? Contact Scott Edwards Public Works Superintendent at (705) 349-3034 or by email at [sedwards@magnetawan.com](mailto:sedwards@magnetawan.com)

**SAVE THE DATE**

The next open public meeting of Council is May 10, 2023, at 1:00 pm at the Magnetawan Community Centre.

**Council Approval Accounts Payable and Payroll**

Meeting Date: May 10/23

**Accounts Payable**

	<u>Amount</u>
Batch # <u>2023-00043</u> Cheque Date: <u>Apr. 6/23</u> From: <u>24254</u> To: <u>24283</u>	\$ <u>93,025.34</u>
Batch # <u>2023-00045</u> Cheque Date: <u>Apr. 14/23</u> From: <u>24284</u> To: <u>24306</u>	\$ <u>62,978.86</u>
Batch # <u>2023-00049</u> Cheque Date: <u>Apr. 19/23</u> From: <u>24308</u> To: <u>24309</u>	\$ <u>79,054.75</u>
Batch # <u>2023-00052</u> Cheque Date: <u>Apr. 24/23</u> From: <u>24317</u> To: <u>24317</u>	\$ <u>28.25</u>
Batch # <u>2023-00054</u> Cheque Date: <u>Apr. 30/23</u> From: <u>24320</u> To: <u>24383</u>	\$ <u>164,502.04</u>
EFT Batch # <u>2023-00046</u>	\$ <u>2,934.14</u>
EFT Batch # <u>2023-00051</u>	\$ <u>72,552.91</u>
<b>Total Accounts Payable</b>	\$ <u>475,076.29</u>

**Cancelled Cheques**

**Payroll**

Staff Pay \$ 48,274.07  
 Pay Period: # 8  
 Direct deposit and  
 Cheque #            to #

Staff Pay \$ 4,326.81  
 Pay Period: # 8  
 Direct deposit and WINTER  
 Cheque #            to # BONUS

**Council Pay**

Pay Period: # 8  
 All Direct deposit \$ 4,653.49



<u>Total Payroll</u>	\$ 57,254.37
<u>Total for Resolution</u>	\$ 532,330.66

**Municipality of Magnetawan  
List Of Accounts for Approval**  
Batch: 2023-00043 to 2023-00059

Bank Code - CURR - CURRENT ACCOUNT

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>24254</b>	<b>2023-04-06</b>	<b>ADAMS BROS. CONSTRUCTION LTD.</b>			
158675		1-4-4020-2020 - LF - LATRINE	TOILET RENTAL-DEC.14-J	152.64	
		1-4-4030-2015 - RECY - LATRII	TOILET RENTAL-DEC.14-J	152.64	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	33.72	339.00
160190		1-4-4020-2020 - LF - LATRINE	MONTHLY TOILET RENTA	152.64	
		1-4-4030-2015 - RECY - LATRII	MONTHLY TOILET RENTA	152.64	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	33.72	339.00
			Payment Total:		678.00
<b>24255</b>	<b>2023-04-06</b>	<b>ABC OVERHEAD GARAGE DOORS</b>			
23645		1-4-7200-2400 - PARKS - REPA	61 SPARKS ST. WEATHEF	228.35	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	25.22	253.57
23644		1-4-7300-2400 - HALL - REPAIF	PAVILLION - FIX MAINTEN	957.70	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	124.50	1,082.20
			Payment Total:		1,335.77
<b>24256</b>	<b>2023-04-06</b>	<b>ARNSTEIN INDUSTRIAL EQUIPMENT LIMITED</b>			
02-128844		1-4-3211-2070 - GR - REPAIRS	GRADER ENGINE OIL	73.57	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	8.13	81.70
<b>24257</b>	<b>2023-04-06</b>	<b>Bell Mobility</b>			
519949447MAR		1-4-1200-2052 - ADMIN - CELL	OFFICE TELEPHONES	449.99	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	45.66	495.65
<b>24258</b>	<b>2023-04-06</b>	<b>CRAIG'S WELDING &amp; FABRICATION</b>			
2069		1-4-3228-2070 - TR28 - REPAIF	TRUCK #28-WELDING REI	937.55	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	103.55	1,041.10
<b>24259</b>	<b>2023-04-06</b>	<b>FREIGHTLINER NORTH BAY</b>			
IN07240		1-4-3222-2070 - TR22 - REPAIF	TRUCKS 22,29,28,27 & 26	106.09	
		1-4-3229-2070 - TR29 - REPAIF	TRUCKS 22,29,28,27 & 26	106.10	
		1-4-3228-2070 - TR28 - REPAIF	TRUCKS 22,29,28,27 & 26	106.10	
		1-4-3227-2070 - TR27 - REPAIF	TRUCKS 22,29,28,27 & 26	106.09	
		1-4-3226-2070 - TR26 - REPAIF	TRUCKS 22,29,28,27 & 26	106.07	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	58.59	589.04
<b>24260</b>	<b>2023-04-06</b>	<b>JON HIND</b>			
20230330		1-4-1000-1310 - COUNCIL - CO	ROMA	398.48	
		1-4-1000-1310 - COUNCIL - CO	ROMA	245.69	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	36.36	680.53
<b>24261</b>	<b>2023-04-06</b>	<b>KIDD'S HOME HARDWARE BUILDING CENTRE</b>			
2904213		1-4-3101-2080 - J - SMALL TOC	SHOP TOOLS-ROADS	71.22	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	7.87	79.09
<b>24262</b>	<b>2023-04-06</b>	<b>LAKELAND ENERGY LTD</b>			
LE034017		1-4-3800-5012 - STREET - MAC	STREELIGHT REPAIR FOF	533.81	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	58.97	592.78
<b>24263</b>	<b>2023-04-06</b>	<b>MAGNETAWAN BUILDING CENTRE (PARKS)</b>			
101-111424		1-4-7200-2010 - PARKS - MATE	SUPPLIES	81.87	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	9.04	90.91
101-111548		1-4-7300-2400 - HALL - REPAIF	SUPPLIES	13.99	

**Municipality of Magnetawan  
List Of Accounts for Approval**  
Batch: 2023-00043 to 2023-00059

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	1.82	15.81
				Payment Total:	106.72
<b>24264</b>	<b>2023-04-06</b>	<b>MAC LANG (SUNDRIDGE) LIMITED</b>			
CCCS198309		1-4-3230-2070 - TR30 - REPAIF	TRUCK #30 - OIL CHANGE	90.16	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	9.96	100.12
<b>24265</b>	<b>2023-04-06</b>	<b>MINISTER OF FINANCE</b>			
3028032309460		1-4-2500-2010 - PROTECT - PC	FEBRUARY 2023 OPP LSF	39,043.00	39,043.00
<b>24266</b>	<b>2023-04-06</b>	<b>MUSKOKA RENT ALL</b>			
433855		1-4-7200-2010 - PARKS - MATE	PARTS-PARKS	138.19	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	15.26	153.45
<b>24267</b>	<b>2023-04-06</b>	<b>CEDAR SIGNS</b>			
INV/2023/1101		1-4-3101-2350 - J - SIGNAGE	SIGNAGE - ROADS OVERI	830.38	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	91.72	922.10
<b>24268</b>	<b>2023-04-06</b>	<b>MHBC PLANNING LIMITED</b>			
5029527		1-1-1100-1140 - A/R - MARK LA	LANGFORD-311 ROSSKOI	611.58	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	67.55	679.13
5029529		1-1-1100-1201 - A/R - SEIBELS	SEIBEL-PART OF LOTS 6	468.61	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	51.76	520.37
5029528		1-1-1100-2016 - A/R - S FERRA	FERRANTE-LOT 7, CON 1	390.76	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	43.16	433.92
				Payment Total:	1,633.42
<b>24269</b>	<b>2023-04-06</b>	<b>NEAR NORTH INDUSTRIAL SOLUTIONS</b>			
85012		1-4-3229-2070 - TR29 - REPAIF	TRUCK #29 - TRANSMISSI	359.42	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	39.70	399.12
84326		1-4-3229-2070 - TR29 - REPAIF	TRUCK #29 - MAINTENAN	14.65	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	1.62	16.27
				Payment Total:	415.39
<b>24270</b>	<b>2023-04-06</b>	<b>NORTH BAY PARRY SOUND DISTRICT HEALTH</b>			
JAN/2023		1-4-6400-2010 - HEALTH - HEA	JAN/2023 LEVY	3,630.85	3,630.85
FEB/2023		1-4-6400-2010 - HEALTH - HEA	FEBRUARY 2023 LEVY	3,630.85	3,630.85
MAR/2023		1-4-6400-2010 - HEALTH - HEA	MARCH 2023 LEVY	3,874.51	3,874.51
APR/2023		1-4-6400-2010 - HEALTH - HEA	APRIL 2023 LEVY	3,874.51	3,874.51
				Payment Total:	15,010.72
<b>24271</b>	<b>2023-04-06</b>	<b>Hydro One Networks</b>			
6780-APR/23		1-4-7205-2030 - P - HYDRO	6527 HWY 124	32.71	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	4.01	36.72
5146-MAR29/23		1-4-2000-2029 - FD - HYDRO -	226 SIDERD 15 16 N	27.29	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	3.70	30.99
2624-MAR.30/2:		1-4-7700-2030 - AHMIC - HYDR	60 AHMIC STREET	74.18	
		1-4-2006-2030 - AHMIC STATIC	60 AHMIC STREET	122.92	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	9.32	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	16.12	222.54
				Payment Total:	290.25
<b>24272</b>	<b>2023-04-06</b>	<b>WASTE CONNECTIONS OF CANADA INC.</b>			
329533		1-4-4010-4010 - GARBAGE - C	WASTE DISPOSAL FEES -	1,925.71	
		1-4-4030-4012 - RECY - RECYC	WASTE DISPOSAL FEES -	2,315.20	
		1-4-4020-4022 - LF - MATTRES	WASTE DISPOSAL FEES -	2,850.98	
		1-4-4030-4014 - RECY - RECYC	WASTE DISPOSAL FEES -	3,716.72	

**Municipality of Magnetawan  
List Of Accounts for Approval  
Batch: 2023-00043 to 2023-00059**

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	1,193.88	12,002.49
<b>24273</b>	<b>2023-04-06</b>	<b>PINCHIN LTD.</b>			
1592851		1-4-4020-3040 - LF - ENGINEEI	CHAPMAN LEACLATE	5,547.97	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	612.79	6,160.76
<b>24274</b>	<b>2023-04-06</b>	<b>Red Stallion</b>			
01188		1-4-4020-2010 - LF - MATERIAL	LANDFILL SUPPLIES	106.44	
		1-4-4030-2010 - RECY - MATEF	LANDFILL SUPPLIES	106.44	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	23.52	236.40
01187		1-4-3101-2400 - J - BUILDING M	ROADS SUPPLIES	391.73	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	43.26	434.99
			Payment Total:		671.39
<b>24275</b>	<b>2023-04-06</b>	<b>ROAD MAINTENANCE EQUIPMENT &amp; SERVICES</b>			
9399		1-4-3101-2010 - J - MATERIALS	ROADS OVERHEAD	57.46	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	6.35	63.81
<b>24276</b>	<b>2023-04-06</b>	<b>SERVICE 1 MUFFLERS &amp; MORE</b>			
961		1-4-3229-2070 - TR29 - REPAIF	TRUCK #29 - MAINTENAN	615.57	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	67.99	683.56
1245		1-4-3229-2070 - TR29 - REPAIF	TRUCK #29 REPAIRS	296.35	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	32.73	329.08
			Payment Total:		1,012.64
<b>24277</b>	<b>2023-04-06</b>	<b>STAPLES BUSINESS ADVANTAGE</b>			
62063375		1-4-4020-2010 - LF - MATERIAL	MAILING LABELS	28.97	
		1-4-4030-2010 - RECY - MATEF	MAILING LABELS	28.99	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	6.40	64.36
62672635		1-4-1200-2010 - ADMIN - OFFIC	PAPER	166.55	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	18.39	184.94
			Payment Total:		249.30
<b>24278</b>	<b>2023-04-06</b>	<b>SELECTCOM</b>			
5106172		1-4-1200-2050 - ADMIN - TELEI	VOIP LINES - JAN.2023	630.65	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	69.64	700.29
5113694		1-4-1200-2050 - ADMIN - TELEI	VOIP LINES - FEB.2023	651.47	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	69.63	721.10
5121220		1-4-1200-2050 - ADMIN - TELEI	VOIP LINES - MAR.2023	673.46	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	69.66	743.12
5128722		1-4-1200-2050 - ADMIN - TELEI	VOIP LINES - APR.2023	695.33	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	69.62	764.95
			Payment Total:		2,929.46
<b>24279</b>	<b>2023-04-06</b>	<b>SIGNCRAFT CANADA INC.</b>			
2098		1-4-2500-2030 - PROTECT - 91	911 NUMBERS	71.23	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	7.87	79.10
2096		1-4-2600-2010 - REC - MATERI	BANNERS	4,029.70	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	445.10	4,474.80
			Payment Total:		4,553.90
<b>24280</b>	<b>2023-04-06</b>	<b>TOWNSHIP OF NIPISSING</b>			
N-23-10		1-4-3101-1310 - J - CONFEREN	CONFERENCE - ROADS	396.35	396.35
<b>24281</b>	<b>2023-04-06</b>	<b>TRACKS &amp; WHEELS EQUIPMENT BROKERS</b>			
P14420		1-4-7214-2070 - TRACTOR 3 - I	KUBOTA SNOW PLOW PA	173.03	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	19.12	192.15

**Municipality of Magnetawan**  
**List Of Accounts for Approval**  
Batch: 2023-00043 to 2023-00059

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>24282</b>	<b>2023-04-06</b>	<b>TRACKMATICS INC</b>			
40658		1-4-7200-2045 - PARKS - GPS I	GPS MONITORING - PARK	106.85	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	11.80	118.65
40674		1-4-2110-2045 - CBO VEHICLE	GPS MONITORING - CBO	35.62	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	3.93	39.55
40707		1-4-3101-2045 - J - GPS MONIT	GPS MONITORING-ROAD:	451.82	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	49.90	501.72
			Payment Total:		<u>659.92</u>
<b>24283</b>	<b>2023-04-06</b>	<b>WEEKS CONSTRUCTION</b>			
90999		1-4-3213-2072 - COM - FLOATI	COMPACTOR FLOAT COS	796.38	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	87.96	884.34
<b>24284</b>	<b>2023-04-14</b>	<b>TOROMONT CAT</b>			
Q13483		1-4-3022-3030 - B2- RENTED E	EXCAVATOR RENTAL - AF	28,867.23	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	3,188.50	32,055.73
<b>24285</b>	<b>2023-04-14</b>	<b>BELL MOBILITY INC</b>			
0095979641		1-4-2000-2053 - FD - COMMUN	TOWER RENTAL	59.89	
		1-4-3101-2053 - J - COMMUNIC	TOWER RENTAL	59.88	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	13.23	133.00
<b>24286</b>	<b>2023-04-14</b>	<b>BEATTY PRINTING</b>			
56987		1-4-1300-2010 - TREAS - TAXA	WINDOW ENVELOPES	200.15	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	22.11	222.26
56969		1-4-4020-2010 - LF - MATERIAL	GARBAGE STICKERS	667.86	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	73.77	741.63
			Payment Total:		<u>963.89</u>
<b>24287</b>	<b>2023-04-14</b>	<b>COMWAVE</b>			
303208		1-4-1200-2050 - ADMIN - TELEI	04/10/23-05/09/23-VOIP LI	57.75	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	6.37	64.12
<b>24288</b>	<b>2023-04-14</b>	<b>Sam Dunnett</b>			
CAPB		1-4-1000-2010 - COUNCIL - MA	MILEAGE-CAPB	47.60	47.60
<b>24289</b>	<b>2023-04-14</b>	<b>GOLDRING JAMIE</b>			
APRIL/2023		1-4-2100-2030 - CBO - MILEAG	MILEAGE-JG-OBOA LEGA	626.96	626.96
APR.6/23		1-4-2000-1310 - FD - CONFERE	MILEAGE-COURTROOM P	322.32	322.32
			Payment Total:		<u>949.28</u>
<b>24290</b>	<b>2023-04-14</b>	<b>IRWIN TYLER R. G.</b>			
APRIL/2023		1-4-2110-2070 - CBO VEHICLE	REAR WIPER BLADE	13.99	
		1-4-2100-1410 - CBO - TRAININ	TRAINING MEAL	15.81	
		1-4-2100-2010 - CBO - MATERI	SHELF BRACKET	15.81	
		1-4-2100-1320 - CBO - MEMBE	PLAR APPLICATION-REGI	6.18	51.79
<b>24291</b>	<b>2023-04-14</b>	<b>MAGNETAWAN BUILDING CENTRE (PARKS)</b>			
104-87012		1-4-7300-2010 - HALL - MATER	SUPPLIES	4.49	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	0.58	5.07
101-111944		1-4-7200-2010 - PARKS - MATE	SUPPLIES	258.21	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	28.52	286.73
			Payment Total:		<u>291.80</u>
<b>24292</b>	<b>2023-04-14</b>	<b>MAGNETAWAN BUILDING CENTRE (FIRE DEPT.)</b>			
104-86926		1-4-2005-7140 - MAG STATION	SUPPLIES	101.75	

**Municipality of Magnetawan  
List Of Accounts for Approval  
Batch: 2023-00043 to 2023-00059**

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		1-4-2009-2070 - ATV & MOBILE	SUPPLIES	55.96	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	17.42	175.13
<b>24293</b>	<b>2023-04-14</b>	<b>MINISTER OF FINANCE</b>			
L1247320096		1-2-1000-1045 - EHT PAYABLE	EMPLOYER HEALTH TAX-	2,364.61	2,364.61
<b>24294</b>	<b>2023-04-14</b>	<b>MIS Municipal Insurance Services Ltd.</b>			
5362		1-4-1000-5018 - COUNCIL - DO	HATCHERY INSUR. APR. :	370.77	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	25.37	396.14
5356		1-4-1000-5018 - COUNCIL - DO	HATCHERY INS. - APR. 28	550.90	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	37.70	588.60
			Payment Total:		984.74
<b>24295</b>	<b>2023-04-14</b>	<b>JIM MOORE PETROLEUM</b>			
619935		1-4-7200-2024 - PARKS - HEAT	PARKS GARAGE-FURNAC	457.81	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	50.57	508.38
<b>24296</b>	<b>2023-04-14</b>	<b>Hydro One Networks</b>			
3087-APR.3/23		1-4-3800-5014 - STREET - AHM	AHMIC HARBOUR STREE'	51.69	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	6.35	58.04
3189-APR.5/23		1-4-3800-5016 - STREET - ROC	ROCKWYNN LANDING LIC	32.29	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	3.82	36.11
			Payment Total:		94.15
<b>24297</b>	<b>2023-04-14</b>	<b>ORKIN CANADA CORPORATION</b>			
C-3945534		1-4-7700-2400 - AHMIC - REPA	RODENT CONTROL-1ST S	60.00	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	7.80	67.80
C-3944146		1-4-7700-2400 - AHMIC - REPA	ODOUR&WASHROOM CO	30.00	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	3.90	33.90
			Payment Total:		101.70
<b>24298</b>	<b>2023-04-14</b>	<b>PSD CITYWIDE INC.</b>			
18937		1-4-1500-1010 - ASSET - WAGI	MARCH COORDINATOR S	101.76	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	11.24	113.00
<b>24299</b>	<b>2023-04-14</b>	<b>SILVER SCREEN PRINTING</b>			
2148		1-4-2600-2010 - REC - MATERI	DECALS-LOGO	111.94	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	12.36	124.30
<b>24300</b>	<b>2023-04-14</b>	<b>STAPLES BUSINESS ADVANTAGE</b>			
62735700		1-4-1200-2010 - ADMIN - OFFIC	OFFICE SUPPLIES	49.85	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	5.51	55.36
62733514		1-4-1200-2010 - ADMIN - OFFIC	OFFICE SUPPLIES	55.09	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	6.09	61.18
62719082		1-4-1200-2010 - ADMIN - OFFIC	OFFICE SUPPLIES	55.17	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	6.10	61.27
62725311		1-4-1200-2010 - ADMIN - OFFIC	OFFICE SUPPLIES	28.47	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	3.15	31.62
62776124		1-4-1200-2010 - ADMIN - OFFIC	OFFICE SUPPLIES	27.65	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	3.05	30.70
62792340CR		1-4-1200-2010 - ADMIN - OFFIC	DISCONTINUED ITEM	-10.98	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	-1.21	-12.19
			Payment Total:		227.94
<b>24301</b>	<b>2023-04-14</b>	<b>SIGNCRAFT CANADA INC.</b>			
2103		1-4-2600-2400 - REC - RECRE/	MUSIC IN THE PARK SIGN	274.75	

**Municipality of Magnetawan  
List Of Accounts for Approval**  
Batch: 2023-00043 to 2023-00059

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	30.35	305.10
<b>24302</b>	<b>2023-04-14</b>	<b>TILSON TOM</b>			
1975878		1-4-3101-2020 - J - SAFETY SU	TOM-WORK BOOTS	200.00	200.00
<b>24303</b>	<b>2023-04-14</b>	<b>THOMSON REUTERS CANADA</b>			
Q-06326939		1-4-2100-2010 - CBO - MATERI	POCKET ONT OH&S ACT I	26.10	
		1-4-7205-2020 - P - SAFETY & I	POCKET ONT OH&S ACT I	78.30	
		1-4-3061-2010 - F - MATERIALS	POCKET ONT OH&S ACT I	130.50	
		1-4-1200-2025 - ADMIN - HEAL	POCKET ONT OH&S ACT I	26.10	261.00
<b>24304</b>	<b>2023-04-14</b>	<b>TRANS CANADA SAFETY</b>			
39840		1-4-2000-2018 - FD - PPE & FIF	FIRE BOOTS	1,190.59	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	131.51	1,322.10
<b>24305</b>	<b>2023-04-14</b>	<b>TURF CARE</b>			
9050870-00		1-4-3032-8000 - CAPITAL DEBF	DEBRIS BLOWER	15,671.07	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	1,730.93	17,402.00
<b>24306</b>	<b>2023-04-14</b>	<b>D.M. WILLS ASSOCIATES</b>			
23143		1-4-3011-8000 - A - CULVERT/I	ORANGE VALLEY BRIDGE	3,816.01	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	421.49	4,237.50
<b>24307</b>	<b>2023-04-19</b>	<b>VOID - PAYROLL CHEQUE</b>			
<b>24308</b>	<b>2023-04-19</b>	<b>MAC LANG (SUNDRIDGE) LIMITED</b>			
105981		1-4-3231-8000 - TR31-2023 Doc	NEW TRUCK #31	64,913.64	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	7,163.36	72,077.00
<b>24309</b>	<b>2023-04-19</b>	<b>Nitro Skates</b>			
20230417		1-4-2600-8000 - REC - CAPITAL	ROLLERSKATES	6,283.69	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	694.06	6,977.75
<b>24310</b>	<b>2023-04-24</b>	<b>VOID - payroll</b>			
<b>24311</b>	<b>2023-04-24</b>	<b>VOID - payroll</b>			
<b>24312</b>	<b>2023-04-24</b>	<b>VOID - payroll</b>			
<b>24313</b>	<b>2023-04-24</b>	<b>VOID - payroll</b>			
<b>24314</b>	<b>2023-04-24</b>	<b>VOID - payroll</b>			
<b>24315</b>	<b>2023-04-24</b>	<b>VOID - payroll</b>			
<b>24316</b>	<b>2023-04-24</b>	<b>VOID - payroll</b>			
<b>24317</b>	<b>2023-04-24</b>	<b>LETTS DIANNE</b>			
4042024		1-4-1200-2215 - ADMIN - LEGA	LEGAL FEES	25.44	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	2.81	28.25

**Municipality of Magnetawan  
List Of Accounts for Approval**  
Batch: 2023-00043 to 2023-00059

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
24318	2023-04-30	VOID - PAYROLL			
24319	2023-04-30	VOID - PAYROLL			
24320	2023-04-30	<b>ABC OVERHEAD GARAGE DOORS</b>			
23440		1-4-7300-2400 - HALL - REPAIR	COMMERCIAL PREVENTA	120.00	
		1-1-1100-1101 - HST RECEIVABLE	HST100%Reb Tax Code	15.60	135.60
23441		1-4-7200-2400 - PARKS - REPAIR	COMMERCIAL PREVENTA	244.22	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	26.98	271.20
			Payment Total:		406.80
24321	2023-04-30	<b>AGRICULTURE FORESTRY CONSTRUCTION INC</b>			
3745		1-4-3214-2070 - DOZ - REPAIR	MONTHLY MAINTENANCE	209.09	
		1-4-3217-2070 - BH4 - REPAIR	MONTHLY MAINTENANCE	209.08	
		1-4-3216-2070 - BH3 - REPAIR	MONTHLY MAINTENANCE	209.09	
		1-4-3213-2070 - COM - REPAIR	MONTHLY MAINTENANCE	209.09	
		1-4-3218-2070 - BH5 - REPAIR	MONTHLY MAINTENANCE	209.08	
		1-4-3219-2070 - LOADER - REPAIR	MONTHLY MAINTENANCE	209.09	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	138.57	1,393.09
3824		1-4-3217-2070 - BH4 - REPAIR	BH #4 REPAIRS	729.10	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	80.53	809.63
			Payment Total:		2,202.72
24322	2023-04-30	<b>2609614 ONTARIO INC.</b>			
8120		1-4-1200-2010 - ADMIN - OFFICE	OFFICE SHREDDING	1,005.78	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	111.09	1,116.87
24323	2023-04-30	<b>THE ENGRAVING SHOPPE</b>			
95468		1-4-2600-2400 - REC - RECREATION	SUPER SENIOR PLAQUE	12.21	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	1.35	13.56
24324	2023-04-30	<b>Township Of Armour</b>			
ARM 23-39		1-4-2200-2010 - BLEO - MATEF	BYLAW MARCH EXPENSE	408.55	
		1-4-2200-1010 - BLEO - WAGES	BYLAW MARCH EXPENSE	2,767.37	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	350.79	3,526.71
24325	2023-04-30	<b>AHMIC MARINE LTD.</b>			
2023-042		1-4-7200-2400 - PARKS - REPAIR	LIGHTHOUSE TIE OFF FO	407.04	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	44.96	452.00
2023-043		1-4-7200-2400 - PARKS - REPAIR	GENERAL CHECK OVER (	43.50	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	4.81	48.31
			Payment Total:		500.31
24326	2023-04-30	<b>BELL CANADA</b>			
230407		1-4-4020-2120 - LF - OFFICE	CHAPMAN LANDFILL PHO	89.16	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	9.20	98.36
24327	2023-04-30	<b>Bell Mobility</b>			
519949447APR,		1-4-1200-2052 - ADMIN - CELL	CELL TELEPHONES	429.47	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	47.54	477.01
238589007APR:		1-4-4020-2420 - LF - LANDFILL	LANDFILL SURVEILLANCE	10.52	
		1-4-4030-2420 - RECY - LANDFILL	LANDFILL SURVEILLANCE	10.52	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	2.24	23.28



**Municipality of Magnetawan**  
**List Of Accounts for Approval**  
Batch: 2023-00043 to 2023-00059

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
				Payment Total:	500.29
<b>24328</b>	<b>2023-04-30</b>	<b>BAKER TILLY SNT LLP</b>			
478986		1-4-1300-2200 - TREAS - ACCC	SERVICES FOR PERIOD E	3,052.81	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	337.19	3,390.00
<b>24329</b>	<b>2023-04-30</b>	<b>CANADIAN UNION OF PUBLIC EMPLOYEES</b>			
MARCH2023		1-2-1000-1044 - UNION DUES I	MARCH 2023 - UNION DUE	724.28	724.28
<b>24330</b>	<b>2023-04-30</b>	<b>COMPUTER TECH CD</b>			
2144		1-4-1200-2130 - ADMIN - COMF	MONTHLY SERVICE CON	271.70	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	30.01	301.71
<b>24331</b>	<b>2023-04-30</b>	<b>CRAIG'S WELDING &amp; FABRICATION</b>			
2075		1-4-3211-2070 - GR - REPAIRS	REPAIR GRADER BLADE	219.81	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	24.28	244.09
<b>24332</b>	<b>2023-04-30</b>	<b>CURRIE TRUCK CENTRE</b>			
0455825P		1-4-3222-2070 - TR22 - REPAIF	TRUCK #22 WIPER BLADE	49.66	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	5.48	55.14
0455864P		1-4-3227-2070 - TR27 - REPAIF	TRUCK #27 REPAIR	661.57	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	73.08	734.65
01250861P		1-4-3226-2070 - TR26 - REPAIF	TRUCK #26 SUPPLIES	17.30	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	1.91	19.21
			Payment Total:		809.00
<b>24333</b>	<b>2023-04-30</b>	<b>DISTRICT OF PARRY SOUND SOCIAL SERVICES</b>			
100		1-2-1000-1085 - MCC AND PAV	REIMBURSEMENT OF DAI	250.00	250.00
2NDQTR2023		1-4-6200-2710 - SOCIAL - DSS	2ND QTR LEVY - 2023	79,126.38	79,126.38
			Payment Total:		79,376.38
<b>24334</b>	<b>2023-04-30</b>	<b>DEAN'S AUTO CARE</b>			
20562		1-4-3221-2070 - TR21 - REPAIF	TRUCK #21 REPAIR	1,204.22	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	133.02	1,337.24
<b>24335</b>	<b>2023-04-30</b>	<b>Scott Dingman Trucking</b>			
1652		1-4-7700-2400 - AHMIC - REPA	HOLDING TANK PUMPED	300.00	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	39.00	339.00
<b>24336</b>	<b>2023-04-30</b>	<b>Sam Dunnett</b>			
20230419		1-4-1000-1310 - COUNCIL - CO	MILEAGE - OGRA	355.17	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	39.23	394.40
<b>24337</b>	<b>2023-04-30</b>	<b>FISHER'S REGALIA</b>			
52234		1-4-2000-2012 - FD- PREVENT	UNIFORM PANTS - FD	91.58	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	10.12	101.70
52232		1-4-2000-2012 - FD- PREVENT	UNIFORM NAME PLATES	182.17	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	20.12	202.29
			Payment Total:		303.99
<b>24338</b>	<b>2023-04-30</b>	<b>FIRE MARSHAL'S PUBLIC SAFETY COUNCIL</b>			
IN006238		1-4-2000-1310 - FD - CONFERE	ANNUAL MEMBERSHIP	100.00	100.00
<b>24339</b>	<b>2023-04-30</b>	<b>GILROY'S TIRE</b>			
2537		1-4-3226-2070 - TR26 - REPAIF	TRUCKS #22,26,27,28 & 29	1,076.39	
		1-4-3229-2070 - TR29 - REPAIF	TRUCKS #22,26,27,28 & 29	1,076.39	
		1-4-3222-2070 - TR22 - REPAIF	TRUCKS #22,26,27,28 & 29	1,076.39	
		1-4-3228-2070 - TR28 - REPAIF	TRUCKS #22,26,27,28 & 29	1,076.39	

**Municipality of Magnetawan**  
**List Of Accounts for Approval**  
Batch: 2023-00043 to 2023-00059

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		1-4-3227-2070 - TR27 - REPAIF	TRUCKS #22,26,27,28 & 29	1,076.04	
		1-1-1100-1102 - HST RECEIVAL	HSTBIReb Tax Code	594.41	5,976.01
<b>24340</b>	<b>2023-04-30</b>	<b>PAUL JENNY</b>			
14		1-4-2600-2400 - REC - RECRE/	CARDIO CLASS-APRIL 17	200.00	200.00
<b>24341</b>	<b>2023-04-30</b>	<b>JOHNSTON CALVIN</b>			
13		1-4-3042-4010 - D2 - CONTRAC	HIRED GRADER	4,100.94	
		1-1-1100-1102 - HST RECEIVAL	HSTBIReb Tax Code	452.96	4,553.90
<b>24342</b>	<b>2023-04-30</b>	<b>KIDD'S HOME HARDWARE BUILDING CENTRE</b>			
2906458		1-4-3101-2010 - J - MATERIALS	SUPPLIES	29.46	
		1-1-1100-1102 - HST RECEIVAL	HSTBIReb Tax Code	3.25	32.71
2906847		1-4-3101-2010 - J - MATERIALS	SUPPLIES	101.74	
		1-1-1100-1102 - HST RECEIVAL	HSTBIReb Tax Code	11.24	112.98
			<b>Payment Total:</b>		<b>145.69</b>
<b>24343</b>	<b>2023-04-30</b>	<b>BRANDT LAURA</b>			
434279865IKEA		1-4-2600-8000 - REC - CAPITAL	REIMBURSEMENT-SHELV	740.81	
		1-1-1100-1102 - HST RECEIVAL	HSTBIReb Tax Code	81.83	822.64
<b>24344</b>	<b>2023-04-30</b>	<b>MAGNETAWAN GRILL AND GROC</b>			
20230403		1-4-2000-1410 - FD - VOLUNTE	EVENT MEALS	59.33	
		1-1-1100-1102 - HST RECEIVAL	HSTBIReb Tax Code	6.55	65.88
20230305		1-4-2000-1410 - FD - VOLUNTE	EVENT MEALS	57.24	
		1-1-1100-1102 - HST RECEIVAL	HSTBIReb Tax Code	6.32	63.56
20230331		1-4-2000-1410 - FD - VOLUNTE	EVENT MEALS	46.86	
		1-1-1100-1102 - HST RECEIVAL	HSTBIReb Tax Code	5.18	52.04
350041016		1-4-7200-2020 - PARKS - SAFE	WATER	10.50	10.50
29236945		1-4-1200-2010 - ADMIN - OFFIC	COFFEE & TEA	29.97	29.97
			<b>Payment Total:</b>		<b>221.95</b>
<b>24345</b>	<b>2023-04-30</b>	<b>MAGNETAWAN BUILDING CENTRE (PARKS)</b>			
101-112290		1-4-7700-8000 - AHMIC - CAPIT	BBQ & EQUIPMENT FOR /	638.04	
		1-1-1100-1101 - HST RECEIVAL	HST100%Reb Tax Code	82.95	720.99
101-112302		1-4-7700-8000 - AHMIC - CAPIT	SUPPLIES	10.79	
		1-1-1100-1101 - HST RECEIVAL	HST100%Reb Tax Code	1.40	12.19
101-112289		1-4-7300-2010 - HALL - MATER	SUPPLIES	39.57	
		1-1-1100-1101 - HST RECEIVAL	HST100%Reb Tax Code	5.14	44.71
101-112389		1-4-7300-2010 - HALL - MATER	SUPPLIES	24.99	
		1-1-1100-1101 - HST RECEIVAL	HST100%Reb Tax Code	3.25	28.24
101-112390		1-4-7300-2400 - HALL - REPAIF	SUPPLIES	8.09	
		1-1-1100-1101 - HST RECEIVAL	HST100%Reb Tax Code	1.05	9.14
101-112365		1-4-7200-2010 - PARKS - MATE	SUPPLIES	14.19	
		1-1-1100-1102 - HST RECEIVAL	HSTBIReb Tax Code	1.56	15.75
101-107662		1-4-7200-2010 - PARKS - MATE	SUPPLIES	18.29	
		1-1-1100-1102 - HST RECEIVAL	HSTBIReb Tax Code	2.02	20.31
101-108845		1-4-7200-2400 - PARKS - REPA	SUPPLIES	18.30	
		1-1-1100-1102 - HST RECEIVAL	HSTBIReb Tax Code	2.02	20.32
104-84664		1-4-7200-2400 - PARKS - REPA	SUPPLIES	28.99	
		1-4-7700-2400 - AHMIC - REPA	SUPPLIES	15.74	
		1-4-7300-2400 - HALL - REPAIF	SUPPLIES	227.68	
		1-1-1100-1101 - HST RECEIVAL	HST100%Reb Tax Code	31.65	
		1-1-1100-1102 - HST RECEIVAL	HSTBIReb Tax Code	3.20	307.26

Municipality of Magnetawan  
List Of Accounts for Approval  
Batch: 2023-00043 to 2023-00059

COMPUTER CHEQUE

Payment #	Date	Vendor Name	GL Account	GL Transaction Description	Detail Amount	Payment Amount
103-105514		1-4-7200-2400 - PARKS - REPA	SUPPLIES		6.13	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		0.67	6.80
101-112951		1-4-7700-2010 - AHMIC - MATE	SUPPLIES		43.15	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code		5.61	48.76
101-112750		1-4-7700-2010 - AHMIC - MATE	SUPPLIES		27.75	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code		3.61	31.36
				Payment Total:		1,265.83
<b>24346</b>	<b>2023-04-30</b>	<b>MAGNETAWAN BUILDING CENTRE (ROADS)</b>				
103-104289		1-4-4030-2010 - RECY - MATEF	SUPPLIES		8.48	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		0.93	9.41
104-87096		1-4-3101-2080 - J - SMALL TOC	SUPPLIES		17.76	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		1.96	19.72
104-87095		1-4-3101-2080 - J - SMALL TOC	SUPPLIES		78.38	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		8.65	87.03
101-112416		1-4-3101-2010 - J - MATERIALS	SUPPLIES		18.31	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		2.02	20.33
103-109460		1-4-3101-2010 - J - MATERIALS	SUPPLIES		12.20	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		1.35	13.55
103-109217		1-4-3101-2010 - J - MATERIALS	SUPPLIES		20.34	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		2.25	22.59
103-109216		1-4-3101-2010 - J - MATERIALS	SUPPLIES		62.03	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		6.85	68.88
101--111962		1-4-3101-2010 - J - MATERIALS	SUPPLIES		36.09	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		3.99	40.08
101-111888		1-4-3051-2010 - E1 - MATERIAL	SUPPLIES		236.22	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		26.09	262.31
101-107232		1-4-3221-2070 - TR21 - REPAIF	SUPPLIES		15.25	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		1.69	16.94
101-92893		1-4-3101-2010 - J - MATERIALS	SUPPLIES		34.59	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		3.82	38.41
103-95736		1-4-3101-2120 - J - OFFICE	SUPPLIES		67.16	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		1.69	68.85
101-112814		1-4-3101-2010 - J - MATERIALS	SUPPLIES		15.75	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		1.74	17.49
				Payment Total:		685.59
<b>24347</b>	<b>2023-04-30</b>	<b>MAGNETAWAN BUILDING CENTRE (FIRE DEPT.)</b>				
104-87241		1-4-2005-7140 - MAG STATION	SUPPLIES		67.49	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		3.16	70.65
104-87242		1-4-2005-7140 - MAG STATION	CREDIT MEMO-SUPPLIES		-6.49	-6.49
103-106668		1-4-2000-2120 - FD - OFFICE	SUPPLIES		63.59	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		4.16	67.75
101-53455		1-4-2005-7140 - MAG STATION	SUPPLIES		4.77	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		0.53	5.30
				Payment Total:		137.21
<b>24348</b>	<b>2023-04-30</b>	<b>MAGNETAWAN BUILDING CENTRE (LANDFILL)</b>				
101-112328		1-4-4020-2120 - LF - OFFICE	WATER		25.96	25.96
103-109332		1-4-4030-2400 - RECY - REPAI	SUPPLIES		81.79	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		9.04	90.83
103-109602		1-4-4030-2010 - RECY - MATEF	SUPPLIES		35.08	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		3.87	38.95

**Municipality of Magnetawan  
List Of Accounts for Approval  
Batch: 2023-00043 to 2023-00059**

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
104-87348		1-4-4020-2400 - LF - REPAIRS	SUPPLIES	83.28	
		1-4-4030-2400 - RECY - REPAIR	SUPPLIES	83.27	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	18.40	184.95
101-89678		1-4-4030-2010 - RECY - MATEF	SUPPLIES	53.69	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	5.93	59.62
102-30171		1-4-4020-2010 - LF - MATERIAL	SUPPLIES	23.37	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	2.59	25.96
103-105725		1-4-4020-2010 - LF - MATERIAL	SUPPLIES	8.13	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	0.90	9.03
101-112077		1-4-4020-2010 - LF - MATERIAL	SUPPLIES	12.98	
		1-4-4030-2010 - RECY - MATEF	SUPPLIES	12.98	25.96
104-83426		1-4-4020-2120 - LF - OFFICE	SUPPLIES	38.18	
		1-4-4030-2120 - RECY - OFFICE	SUPPLIES	38.18	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	8.44	84.80
101-105174		1-4-4020-2120 - LF - OFFICE	SUPPLIES	13.60	
		1-4-4030-2120 - RECY - OFFICE	SUPPLIES	13.60	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	1.58	28.78
101-109016		1-4-4020-2010 - LF - MATERIAL	SUPPLIES	25.40	
		1-4-4030-2010 - RECY - MATEF	SUPPLIES	25.38	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	5.62	56.40
103-107347		1-4-4020-2010 - LF - MATERIAL	SUPPLIES	11.69	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	1.29	12.98
105-10330		1-4-4030-2010 - RECY - MATEF	SUPPLIES	212.67	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	23.49	236.16
103-109912		1-4-4020-2010 - LF - MATERIAL	SUPPLIES	35.61	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	3.93	39.54
			Payment Total:		919.92
<b>24349</b>	<b>2023-04-30</b>	<b>MAP SUNDRIDGE</b>			
814722/3		1-4-3101-2010 - J - MATERIALS	ROADS MATERIALS	169.24	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	18.69	187.93
814460/3		1-4-3101-2080 - J - SMALL TOOL	SMALL TOOL SUPPLIES	19.46	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	2.15	21.61
			Payment Total:		209.54
<b>24350</b>	<b>2023-04-30</b>	<b>MATHEWS DINSDALE &amp; CLARK LLP</b>			
444521		1-4-1200-2215 - ADMIN - LEGAL	GENERAL LABOUR-FILE 1	1,383.94	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	152.86	1,536.80
<b>24351</b>	<b>2023-04-30</b>	<b>MINISTER OF FINANCE</b>			
3031032310550		1-4-2000-1310 - FD - CONFERENCE	OCT-DEC/2022 OFM REGI	195.00	195.00
<b>24352</b>	<b>2023-04-30</b>	<b>MINISTER OF FINANCE</b>			
DEC31/2022		1-4-2100-1010 - CBO - WAGES	2022 EMPLOYER HEALTH	162.26	
		1-4-1300-2310 - TREAS - BANK	2022 EMPLOYER HEALTH	282.31	444.57
<b>24353</b>	<b>2023-04-30</b>	<b>JIM MOORE PETROLEUM</b>			
617847		1-4-3222-2070 - TR22 - REPAIR	15W40 -TRUCK #22,26,27	292.39	
		1-4-3228-2070 - TR28 - REPAIR	15W40 -TRUCK #22,26,27	292.41	
		1-4-3227-2070 - TR27 - REPAIR	15W40 -TRUCK #22,26,27	292.41	
		1-4-3228-2070 - TR28 - REPAIR	15W40 -TRUCK #22,26,27	292.41	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	129.19	1,298.81
620623		1-4-3101-2023 - J - DYED DIES	DYED DIESEL	861.35	

**Municipality of Magnetawan**  
**List Of Accounts for Approval**  
Batch: 2023-00043 to 2023-00059

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	95.14	956.49
620625		1-4-3101-2023 - J - DYED DIES	DYED DIESEL-CHAPMAN	542.02	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	59.86	601.88
620783		1-4-3101-2021 - J - PREMIUM C	GASOLINE-18 MILLER RD	672.39	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	74.27	746.66
620622		1-4-3101-2022 - J - CLEAR DIE	LOW SULPHUR CLEAR DI	574.72	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	63.48	638.20
620443		1-4-3101-2022 - J - CLEAR DIE	CLEAR DIESEL-18 MILLEF	2,181.77	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	240.98	2,422.75
620445		1-4-3101-2021 - J - PREMIUM C	GASOLINE-18 MILLER RD	770.86	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	85.15	856.01
619927		1-4-3101-2023 - J - DYED DIES	DYED DIESEL-18 MILLER	662.13	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	73.14	735.27
619926		1-4-3101-2022 - J - CLEAR DIE	CLEAR DIESEL - 18 MILLE	1,618.40	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	178.76	1,797.16
620624		1-4-7200-2024 - PARKS - HEAT	FURNACE OIL-PARKS GA	393.57	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	43.47	437.04
621485		1-4-7300-2024 - HALL - HEATIN	PAVILLION - FURNACE OI	601.03	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	78.13	679.16
621486		1-4-7300-2024 - HALL - HEATIN	COMMUNITY CENTRE-FUI	883.43	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	114.85	998.28
621014		1-4-3101-2023 - J - DYED DIES	DYED DIESEL	529.50	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	58.48	587.98
621013		1-4-3101-2022 - J - CLEAR DIE	CLEAR DIESEL	1,747.87	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	193.06	1,940.93
621477		1-4-3101-2022 - J - CLEAR DIE	CLEAR DIESEL	817.10	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	90.26	907.36
621479		1-4-3101-2023 - J - DYED DIES	DYED DIESEL	420.86	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	46.49	467.35
621478		1-4-3101-2021 - J - PREMIUM C	PREMIUM GASOLINE	870.11	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	96.11	966.22
621480		1-4-3101-2023 - J - DYED DIES	CROFT LANDFILL-DYED C	639.36	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	70.62	709.98
			Payment Total:		17,747.53
<b>24354</b>	<b>2023-04-30</b>	<b>MOORE PROPANE LIMITED</b>			
23022406		1-4-4020-2024 - LF - PROPANE	CHAPMAN - 259 ROCKY R	191.49	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	21.15	212.64
159011802		1-4-4030-2024 - RECY - PROP/	CROFT 218-25/26 SDRD. -	114.04	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	12.60	126.64
23022407		1-4-3101-2024 - J - HEATING	18 MILLER RD. - PROPANI	1,755.18	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	193.87	1,949.05
			Payment Total:		2,288.33
<b>24355</b>	<b>2023-04-30</b>	<b>STEPHEN MCGREGOR</b>			
2023-0300		1-4-3101-1310 - J - CONFEREN	CHAINSAW REFRESHER	640.00	640.00
<b>24356</b>	<b>2023-04-30</b>	<b>NEAR NORTH INDUSTRIAL SOLUTIONS</b>			
85257		1-4-3101-2010 - J - MATERIALS	ROADS SUPPLIES	155.39	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	17.16	172.55
<b>24357</b>	<b>2023-04-30</b>	<b>NEAR NORTH LABORATORIES INC.</b>			
94621		1-4-4300-2010 - W-SYS - MATE	WATER TESTING	123.67	

**Municipality of Magnetawan  
List Of Accounts for Approval  
Batch: 2023-00043 to 2023-00059**

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	13.66	137.33
<b>24358</b>	<b>2023-04-30</b>	<b>NORTHERN RHODES ARTISTRY IN WOOD</b>			
20230427		1-4-2600-2400 - REC - RECRE/	CARVING	600.00	600.00
<b>24359</b>	<b>2023-04-30</b>	<b>Hydro One Networks</b>			
0309-APR.24/23		1-4-3101-2030 - J - HYDRO	18 MILLER RD TWSP	212.64	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	26.53	239.17
8809-APR.24/23		1-4-3101-2030 - J - HYDRO	18 MILLER RD. NEW GAR.	509.93	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	63.64	573.57
			Payment Total:		812.74
<b>24360</b>	<b>2023-04-30</b>	<b>OFFICE OF THE PUBLIC GUARDIAN</b>			
970283023/2023		1-2-1000-1011 - A/P-PUBLIC TR	FEES FOR 2022	490.00	490.00
<b>24361</b>	<b>2023-04-30</b>	<b>OFFICE OF THE PUBLIC GUARDIAN AND</b>			
970240023/2023		1-2-1000-1011 - A/P-PUBLIC TR	FEES FOR 2022	400.00	
		1-3-5010-7500 - CEM - CEMETI	FEES FOR 2022	25.00	425.00
<b>24362</b>	<b>2023-04-30</b>	<b>OFFICE OF THE PUBLIC GUARDIAN AND</b>			
970534023/2023		1-2-1000-1011 - A/P-PUBLIC TR	FEES FOR 2022	1,160.00	1,160.00
<b>24363</b>	<b>2023-04-30</b>	<b>ORKIN CANADA CORPORATION</b>			
C-3974184		1-4-7300-2400 - HALL - REPAIR	APRIL 24/2023 - WASHRO	286.94	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	37.30	324.24
C-3975058		1-4-7700-2400 - AHMIC - REPAIR	APRIL 24/2023 - AHMIC WI	90.00	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	11.70	101.70
			Payment Total:		425.94
<b>24364</b>	<b>2023-04-30</b>	<b>OACFP</b>			
27531		1-4-5010-2010 - CEM - MATERIAL	CEMETERY & FUNERAL M	200.26	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	22.12	222.38
<b>24365</b>	<b>2023-04-30</b>	<b>ONTARIO SPCA AND HUMANE SOCIETY</b>			
IN009430		1-4-2200-2016 - BLEO - ANIMAL	ANIMAL CONTROL APR. 1	99.48	99.48
<b>24366</b>	<b>2023-04-30</b>	<b>PUBLIC SERVICES HEALTH AND SAFETY</b>			
INV0000049474		1-4-1200-2025 - ADMIN - HEALTH	WORKPLACE INSPECTIO	223.87	
		1-4-7200-2020 - PARKS - SAFETY	WORKPLACE INSPECTIO	223.87	
		1-4-3101-2020 - J - SAFETY SL	WORKPLACE INSPECTIO	223.88	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	74.18	745.80
INV0000049475		1-4-1200-2025 - ADMIN - HEALTH	ACCIDENT INVESTIGATIO	223.87	
		1-4-7200-2020 - PARKS - SAFETY	ACCIDENT INVESTIGATIO	223.87	
		1-4-3101-2020 - J - SAFETY SL	ACCIDENT INVESTIGATIO	223.88	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	74.18	745.80
			Payment Total:		1,491.60
<b>24367</b>	<b>2023-04-30</b>	<b>GF PRESTON SALES AND SERVICE LTD.</b>			
IN00665		1-4-3101-2080 - J - SMALL TOOL	SMALL TOOL SUPPLIES	51.29	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	5.66	56.95
IN00707		1-4-3101-2080 - J - SMALL TOOL	SMALL TOOL	183.16	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	20.23	203.39
			Payment Total:		260.34
<b>24368</b>	<b>2023-04-30</b>	<b>PINCHIN LTD.</b>			
1594561		1-4-4020-5025 - LF - MONITOR	CLOSURE + POST CLOSU	1,144.80	
		1-4-4020-5020 - LF - MONITOR	CLOSURE + POST CLOSU	1,144.80	

**Municipality of Magnetawan**  
**List Of Accounts for Approval**  
Batch: 2023-00043 to 2023-00059

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	252.90	2,542.50
<b>24369</b>	<b>2023-04-30</b>	<b>PSD CITYWIDE INC.</b>			
19028		1-4-1500-1010 - ASSET - WAGI	ASSET MANAGER SOFTW	2,351.05	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	259.68	2,610.73
<b>24370</b>	<b>2023-04-30</b>	<b>RUSSELL CHRISTIE LLP</b>			
20230420		1-4-1200-2210 - ADMIN - LEGA	28 CHURCH STREET-S/T	92.04	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	10.17	102.21
63-283-380**		1-1-1100-1139 - A/R - KLAHANI	KLAHANIE CAMPERS COF	2,929.75	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	323.60	3,253.35
63-283-276***		1-4-1200-2210 - ADMIN - LEGA	GENERAL MATTERS	309.40	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	34.18	343.58
			Payment Total:		3,699.14
<b>24371</b>	<b>2023-04-30</b>	<b>SERVICE 1 MUFFLERS &amp; MORE</b>			
2332		1-4-3101-2010 - J - MATERIALS	ROADS OVERHEAD	175.22	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	19.35	194.57
2652		1-4-3226-2070 - TR26 - REPAIF	TRUCK #26 PARTS	30.22	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	3.34	33.56
2440		1-4-3101-2080 - J - SMALL TOC	SMALL TOOLS PART	120.30	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	13.29	133.59
			Payment Total:		361.72
<b>24372</b>	<b>2023-04-30</b>	<b>SDB TRUCK &amp; EQUIPMENT REPAIRS</b>			
12809		1-4-3222-2070 - TR22 - REPAIF	SAFETY INSPECTION-TRC	1,068.48	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	118.02	1,186.50
12808		1-4-3240-2070 - FL - REPAIRS	SAFETY INSPECTION-FLC	432.48	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	47.77	480.25
12787		1-4-3222-2070 - TR22 - REPAIF	MONTHLY INSPECTION-TI	152.64	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	16.86	169.50
12790		1-4-3227-2070 - TR27 - REPAIF	MONTHLY INSPECTION-TI	152.64	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	16.86	169.50
12788		1-4-3226-2070 - TR26 - REPAIF	MONTHLY INSPECTION-TI	152.64	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	16.86	169.50
12789		1-4-3228-2070 - TR28 - REPAIF	MONTHLY INSPECTION-TI	152.64	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	16.86	169.50
12784		1-4-3228-2070 - TR28 - REPAIF	SERVICE CALL-TRUCK #2	753.03	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	83.17	836.20
12801		1-4-7225-2070 - PARKS TRAILI	TRAILERS INSPECTION	254.40	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	28.10	282.50
			Payment Total:		3,463.45
<b>24373</b>	<b>2023-04-30</b>	<b>STAPLES BUSINESS ADVANTAGE</b>			
62811017		1-4-1200-2010 - ADMIN - OFFIC	OFFICE SUPPLIES	245.25	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	27.09	272.34
<b>24374</b>	<b>2023-04-30</b>	<b>STINSON ELECTRICAL INC.</b>			
16012		1-4-6200-5020 - SOCIAL - FRIEI	GENERATOR CHECK-AHM	96.67	
		1-4-7700-2400 - AHMIC - REPA	GENERATOR CHECK-AHM	95.00	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	12.35	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	10.68	214.70
<b>24375</b>	<b>2023-04-30</b>	<b>SPECTRUM TELECOM GROUP LTD</b>			
INV-22204-S2SI		1-4-2018-8000 - CAPITAL	LIGHTS & SIREN FOR NEV	6,639.86	

**Municipality of Magnetawan  
List Of Accounts for Approval**  
Batch: 2023-00043 to 2023-00059

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
C1275781		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	733.40	7,373.26
		1-4-2000-2053 - FD - COMMUN	TOWER RENTAL	203.52	
		1-4-3101-2053 - J - COMMUNIC	TOWER RENTAL	203.52	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	44.96	
INV-22062-S1Z		1-4-2000-2054 - FD - RADIO M/	REPAIR ON FIRE DISPATC	506.75	452.00
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	55.97	
		Payment Total:			
<b>24376</b>	<b>2023-04-30</b>	<b>TOWLER MATTHEW S</b>			
158		1-4-3101-1310 - J - CONFEREN	REIMBURSEMENT-MTO D	23.75	23.75
160		1-4-3101-1310 - J - CONFEREN	REIMBURSEMENT-MTO M	90.00	90.00
Payment Total:				113.75	
<b>24377</b>	<b>2023-04-30</b>	<b>TRACKMATICS INC</b>			
40359		1-4-2110-2045 - CBO VEHICLE	MONTHLY GPS MONITOR	35.62	39.55
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	3.93	
<b>24378</b>	<b>2023-04-30</b>	<b>TRANS CANADA SAFETY</b>			
40365		1-4-2000-7132 - FD - EQUIPME	WRENCH SET-FD	259.90	288.60
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	28.70	
<b>24379</b>	<b>2023-04-30</b>	<b>VROOM KERSTIN</b>			
20230421		1-4-1200-1310 - ADMIN - CONF	MILEAGE & REIMBURSEM	352.71	683.03
		1-4-1200-1310 - ADMIN - CONF	MILEAGE & REIMBURSEM	262.38	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	67.94	
<b>24380</b>	<b>2023-04-30</b>	<b>XEROX CANADA LTD</b>			
85698438		1-4-1200-2140 - ADMIN - COPY	COPYING EXPENSES-APF	537.56	596.93
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	59.37	
<b>24381</b>	<b>2023-05-01</b>	<b>MAGNETAWAN BUILDING CENTRE (PARKS)</b>			
101-113191		1-4-7300-2024 - HALL - HEATIN	SUPPLIES	9.88	11.16
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	1.28	
<b>24382</b>	<b>2023-05-01</b>	<b>MOORE PROPANE LIMITED</b>			
23022425		1-4-7700-2024 - AHMIC - HEAT	PROPANE-60 AHMIC ST.	480.41	542.86
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	62.45	
<b>24383</b>	<b>2023-05-01</b>	<b>SELECTCOM</b>			
5136223		1-4-1200-2050 - ADMIN - TELEI	LONG DISTANCE CHARGI	630.40	700.02
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	69.62	
Total COMPUTER CHEQUE:					399,589.24

**ONLINE BANKING**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>APR. 25/23</b>	<b>2023-04-25</b>	<b>RECEIVER GENERAL</b>			
APR. 1-15/23		1-2-1000-1047 - CPP PAYABLE	PAYROLL REMITTANCE-A	5,756.50	19,198.78
		1-2-1000-1048 - EI PAYABLE	PAYROLL REMITTANCE-A	1,989.33	
		1-2-1000-1049 - INCOME TAX F	PAYROLL REMITTANCE-A	11,452.95	
<b>APR.17/23</b>	<b>2023-04-17</b>	<b>ROYAL BANK VISA EFT</b>			
5363075		1-4-8010-2210 - PLN - LEGAL F	ONLAND-PLAN	15.18	16.30
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	1.12	
IQJGFIG4		1-4-1000-1310 - COUNCIL - CO	FAIRMONT-GOOD ROADS	979.70	



**Municipality of Magnetawan**  
**List Of Accounts for Approval**  
Batch: 2023-00043 to 2023-00059

**ONLINE BANKING**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	144.97	1,124.67
369805		1-4-2100-2010 - CBO - MATER	CANADA POST-REGISTEF	11.24	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	1.25	12.49
20230317		1-4-1200-2010 - ADMIN - OFFIC	ALMAGUIN NEWS RENEW	56.19	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	6.21	62.40
8545863		1-4-2600-8000 - REC - CAPITAL	AMAZON - ROLLERSKATIF	127.35	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	14.07	141.42
XQ9THO2S		1-4-1200-1310 - ADMIN - CONF	FAIRMONT-GOOD ROADS	979.70	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	144.97	1,124.67
5363091		1-4-8010-2210 - PLN - LEGAL F	ONLAND-PARCEL REGIST	32.60	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	2.59	35.19
GEOM577060		1-4-2600-2400 - REC - RECRE/	GROUNDSPKAK INC. - GE	202.54	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	15.36	217.90
5363041		1-4-8010-2210 - PLN - LEGAL F	ONLAND-PARCEL REGIST	32.60	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	2.59	35.19
1022150199		1-4-7500-2010 - LOCKS - MATE	COSTCO-LOCKS & HERIT.	109.99	
		1-4-7600-2010 - HERITAGE - R	COSTCO-LOCKS & HERIT.	111.93	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	14.30	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	12.36	248.58
2883431		1-4-2600-2010 - REC - MATER	AMAZON-SHADOW BOX	30.51	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	3.37	33.88
112712		1-4-2600-2010 - REC - MATER	OFFICEKEY.CA - KEYS	42.69	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	4.71	47.40
OBC-41330		1-4-2100-1410 - CBO - TRAININ	HUMBER - ON BUILDING C	300.00	300.00
347157065		1-4-1000-1310 - COUNCIL - CO	GOTO MEETING-MAR.29-/	26.46	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	2.92	29.38
1020654670		1-4-1200-2010 - ADMIN - OFFIC	COSTCO-COFFEE	86.98	86.98
0228692766		1-4-2600-2400 - REC - RECRE/	HOME DEPOT- REC. SUPP	84.38	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	9.32	93.70
3742605		1-4-2600-2400 - REC - RECRE/	AMAZON-ROCK SNAKE SI	185.66	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	20.51	206.17
3973053		1-4-2600-2400 - REC - RECRE/	AMAZON-REC SUPPLIES	28.48	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	3.15	31.63
102071		1-4-2000-2010 - FD - MATERIA	MINISTRY OF TRANSPOR	48.00	48.00
3587430		1-4-2100-2010 - CBO - MATER	AMAZON-CBO WINDOW T	29.40	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	3.25	32.65
1073832		1-4-2600-2400 - REC - RECRE/	AMAZON-REC SUPPLIES	92.57	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	10.22	102.79
			Payment Total:		183.44
<b>APR.17/23</b>	<b>2023-04-17</b>	<b>RECEIVER GENERAL</b>			
MARCH31		1-2-1000-1047 - CPP PAYABLE	PAYROLL REMITTANCE -	5,582.30	
		1-2-1000-1048 - EI PAYABLE	PAYROLL REMITTANCE -	1,855.73	
		1-2-1000-1049 - INCOME TAX F	PAYROLL REMITTANCE -	8,880.88	16,318.91
<b>APR.17/23</b>	<b>2023-04-17</b>	<b>ROYAL BANK VISA EFT</b>			
IMZUQVGD		1-4-1000-1310 - COUNCIL - CO	FAIRMONT-GOOD ROADS	979.70	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	144.97	1,124.67
UNWOOA1P		1-4-1000-1310 - COUNCIL - CO	FAIRMONT-GOOD ROADS	979.70	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	144.97	1,124.67
2851402		1-4-2600-8000 - REC - CAPITAL	AMAZON - ROLLERSKATIF	736.60	

**Municipality of Magnetawan  
List Of Accounts for Approval**  
Batch: 2023-00043 to 2023-00059

**ONLINE BANKING**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	81.38	817.98
				Payment Total:	3,067.32
<b>APR.17/23</b>	<b>2023-04-17</b>	<b>ROYAL BANK VISA EFT</b>			
G656991		1-4-2000-2010 - FD - MATERIA	ON PROV. POLICE-SECTC	41.00	41.00
CA316WXUWD		1-4-7200-2400 - PARKS - REPA	GREASE GUN	63.47	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	7.01	70.48
54281		1-4-2000-2012 - FD- PREVENT	NATURAL RESOURCES O	102.00	102.00
13329030		1-4-2010-2070 - TR510 - REPA	ACTION CAR & TRUCK VT	1,724.84	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	190.51	1,915.35
238709		1-4-2000-1310 - FD - CONFERE	CHUCK'S-CONFERENCE I	40.32	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	3.82	44.14
40127		1-4-2000-1310 - FD - CONFERE	DEERHURST-OAFC CONF	339.65	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	37.51	377.16
40126		1-4-2000-1310 - FD - CONFERE	DEEHURST-OAFC CONF	339.65	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	37.51	377.16
40128		1-4-2000-1310 - FD - CONFERE	DEERHURST-OAFC CONF	339.65	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	37.51	377.16
20230323NORE		1-4-2000-1310 - FD - CONFERE	DEERHURST-OAFC CONF	46.23	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	5.11	51.34
				Payment Total:	3,244.31
<b>APR.17/23</b>	<b>2023-04-17</b>	<b>RECEIVER GENERAL</b>			
MARCH31		1-2-1000-1047 - CPP PAYABLE	PAYROLL REMITTANCE -	657.44	
		1-2-1000-1048 - EI PAYABLE	PAYROLL REMITTANCE -	177.26	
		1-2-1000-1049 - INCOME TAX F	PAYROLL REMITTANCE -	1,224.57	2,059.27
<b>APR.17/23</b>	<b>2023-04-17</b>	<b>ROYAL BANK VISA EFT</b>			
C1274900		1-4-3101-2010 - J - MATERIALS	SPECTRUM GROUP-INTEI	101.71	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	11.23	112.94
56745A		1-4-3101-1310 - J - CONFEREN	ONTARIO ONE CALL CER'	86.44	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	9.55	95.99
20230403		1-4-1300-2310 - TREAS - BANK	SERVICE CHARGE	85.68	85.68
20230320		1-4-1300-2310 - TREAS - BANK	SERVICE CHARGE	29.00	29.00
20230406		1-4-8010-2210 - PLN - LEGAL F	ONLAND-PIM, NO INVOICI	5.09	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	0.56	5.65
20230314		1-4-8010-2210 - PLN - LEGAL F	ONLAND-PIM, NO INVOICI	5.09	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	0.56	5.65
20230306		1-4-8010-2210 - PLN - LEGAL F	ONLAND-PIM, NO RECEIP	5.09	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	0.56	5.65
20230306*		1-4-8010-2210 - PLN - LEGAL F	ONLAND-PIM, NO INVOICI	5.09	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	0.56	5.65
YDP45GTS		1-4-3101-1310 - J - CONFEREN	FAIRMONT-GOOD ROADS	979.70	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	144.97	1,124.67
				Payment Total:	1,261.95
<b>APR.25/23</b>	<b>2023-04-25</b>	<b>RECEIVER GENERAL</b>			
APR. 1-15/23		1-2-1000-1047 - CPP PAYABLE	PAYROLL REMITTANCE -	345.88	
		1-2-1000-1048 - EI PAYABLE	PAYROLL REMITTANCE -	142.12	
		1-2-1000-1049 - INCOME TAX F	PAYROLL REMITTANCE -	359.41	847.41
<b>APR.25/23</b>	<b>2023-04-25</b>	<b>OMERS EFT</b>			
MARCH2023		1-2-1000-1022 - OMERS PAYAI	MARCH 2023 OMERS COM	19,387.56	19,387.56

**Municipality of Magnetawan  
List Of Accounts for Approval  
Batch: 2023-00043 to 2023-00059**

**ONLINE BANKING**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>MAY 11/2023</b>	<b>2023-05-11</b>	<b>LAKELAND POWER - EFT</b>			
073239APR/23		1-4-3800-5012 - STREET - MAC	VILLAGE STREET LIGHTS	767.30	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	95.76	863.06
072642APR/23		1-4-2005-2030 - MAG STATION	81 ALBERT-FIRE HALL	154.34	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	19.26	173.60
072693APR/23		1-4-7600-2030 - HERITAGE - H	4205 HWY 520-HERITAGE	73.85	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	9.22	83.07
076598APR/23		1-4-1000-1010 - COUNCIL - SA	61 SPARKS STREET	117.32	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	14.65	131.97
			Payment Total:		1,251.70
<b>MAY 11/23</b>	<b>2023-05-11</b>	<b>LAKELAND POWER - EFT</b>			
077271APR/202		1-4-3800-5012 - STREET - MAC	SPARKS ST. STREELIGHT	91.22	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	11.39	102.61
076283APR/23		1-4-7200-2030 - PARKS - HYDF	4135 HWY 520-VILLAGE S	53.54	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	6.68	60.22
073252APR/23		1-4-7300-2030 - HALL - HYDRC	4304 HWY 520	1,221.27	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	179.80	1,401.07
			Payment Total:		1,563.90
			Total ONLINE BANKING:		72,552.91

**AUTOMATIC WITHDRAWAL**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>APR. 9/23</b>	<b>2023-04-09</b>	<b>LAKELAND POWER - EFT</b>			
073252-MAR/23		1-4-7300-2030 - HALL - HYDRC	4304 HWY 520	1,246.14	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	183.46	1,429.60
076598-MAR/23		1-4-7200-2030 - PARKS - HYDF	61 SPARKS ST	174.41	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	21.77	196.18
072693-MAR/23		1-4-7600-2030 - HERITAGE - H	4205 HWY 520	68.64	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	8.57	77.21
072642-MAR/23		1-4-2005-2030 - MAG STATION	81 ALBERT ST FIRE	140.42	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	17.53	157.95
073239-MAR/23		1-4-3800-5012 - STREET - MAC	MAGNETAWAN VILLAGE :	802.13	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	100.11	902.24
			Payment Total:		2,763.18
<b>APR.9/23</b>	<b>2023-04-09</b>	<b>LAKELAND POWER - EFT</b>			
077271-MAR/23		1-4-3800-5012 - STREET - MAC	SPARKS STREET STLGT	97.37	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	12.16	109.53
076283-MAR/23		1-4-7200-2030 - PARKS - HYDF	4135 HWY 520 PARK	54.62	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	6.81	61.43
			Payment Total:		170.96
			Total AUTOMATIC WITHDRAWAL:		2,934.14

Total CURR: 475,076.29

Date Printed  
2023-05-03 9:37 AM

**Municipality of Magnetawan**  
**List Of Accounts for Approval**  
Batch: 2023-00043 to 2023-00059

Page 19

Certified May 10th, 2023

---

Mayor

Treasurer

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**  
**BY-LAW NO: 2023-**

Being a By-law to amend By-law No. 2001-26, as amended, the Zoning By-law for the Corporation of the Municipality of Magnetawan with respect to lands located on CROFT CON 3 AND 4 PT LOT 17 PCL 12303 SS in the Municipality of Magnetawan, municipally known as 1680 Lakeside Trail, Magnetawan (Roll: 4944 030 00409700).

**WHEREAS** the Council of the Corporation of the Municipality of Magnetawan is empowered to pass By-laws to regulate the use of land pursuant to Section 34 of the *Planning Act*, R.S.O. 1990;

**AND WHEREAS** the owner of the subject lands has filed an application with the Municipality of Magnetawan to amend By-law 2001-26 as amended;

**AND WHEREAS** the Council of the Corporation of the Municipality of Magnetawan has determined that no further notice or meeting is required in accordance with Section 34(17) of the *Planning Act*, R.S.O. 1990;

**AND WHEREAS** the Council of the Corporation of the Municipality of Magnetawan deems it appropriate to amend By-law No. 2001-26 as amended;

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

1. Schedule 'A', to Zoning By-law No. 2001-26 as amended, is further amended by zoning a portion of the lands legally described as Concession 3 and 4, Part Lot 17, former geographic Township of Croft and municipally known as 1680 Lakeside Trail in the Municipality of Magnetawan from the "Tourist Commercial (CT) Zone" to the "Tourist Commercial Exception 4" (CT-4) Zone, as shown on Schedule 'A' attached forming part of this By-law.
2. Section 4.10 of By-law 2001-26 is hereby amended adding the following.

**4.10.4.4 Tourist Commercial Exception Four (CT-4) Zone, as amended.** Notwithstanding the provisions of this By-law to the contrary, within the Tourist Commercial Exception Four (CT-4) Zone the following shall apply:

- a) Notwithstanding 4.10.1 the following shall be an additional permitted use a "Seasonal Camping Establishment".
- b) For the purpose of the Tourist Commercial Exception 4 (CT-4) Zone:
  - i) a "Seasonal Camping Establishment" shall mean a use that is occupied on a seasonal basis and includes:
    - 1) camp sites; and,
    - 2) buildings and structures and recreational uses that support the use and are accessory to the use of the camp sites.
  - ii) a Park Model Trailer shall mean a recreational vehicle that is designed to be mobile, and constructed or manufactured to provide a seasonal residence for one or more persons in accordance with CSA Z241, but does not include a travel trailer or tent trailer or trailer otherwise defined in this by-law.
  - iii) a Camp Site shall mean a camp site that is capable of accommodating tents, travel trailers, recreational vehicles and Park Model Trailers any or all of which are occupied or used by a holder of a rental agreement or a guest of a holder of a rental agreement on a seasonal basis.

- c) *Camp sites limitations:*
  - i. *A maximum of 70 camp sites are permitted of which a maximum of 25 camp sites may be occupied by a Park Model Trailer;*
- d) *The 185 square metres referenced in the Camp Site definition shall not apply.*
- e) *All provisions of Section 4.10.2 with the exception of subsections 4.10.2 ix) and x) shall apply.*
- f) *Additional regulations for tents, travel trailers and recreational vehicles:*
  - i. *Minimum Setback from Shoreline – 8 metres*
  - ii. *Minimum Setback for a tent, travel trailer, recreational vehicle, Park Model Trailer, sheds, or decks from a Lot Line, other than a front or rear lot line – 10 metres subject to the following exceptions:*
    - a. *Where an existing, travel trailer, recreational vehicle or Park Model Trailer is less than 3 metres from the lot line and replaced with a new, travel trailer, recreational vehicle or Park Model Trailer; the new travel trailer, recreational vehicle or Park Model Trailer shall be a minimum of 3 metres from the lot line.*
    - b. *Where an existing travel trailer, recreational vehicle or Park Model Trailer is less than 10 metres from the lot line but greater than 3 metres from the lot line, any replacement travel trailer, recreational vehicle or Park Model Trailer shall be located no closer to the lot line than the setback of the existing travel trailer, recreational vehicle or Park Model Trailer it replaces*
- g) *Additional regulations for Park Model Trailers:*
  - i. *The minimum required setback from the shoreline for a Park Model Trailer and Deck associated with a Park Model Trailer shall be 20 metres subject to the following exceptions:*
    - 1) *Seasonal Site B1 - 14.6 metres - Park Model Trailer  
- 11.5 metres – Deck*
    - 2) *Seasonal Site B2 - 13.1 meters – Park Model Trailer  
- 10 metres – Deck*

This By-law take effect on the date of its passage, subject to the provisions of Section 34 (30) and (31) of the *Planning Act* (Ontario).

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto this 10<sup>th</sup> day of March 2023.

**THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN**

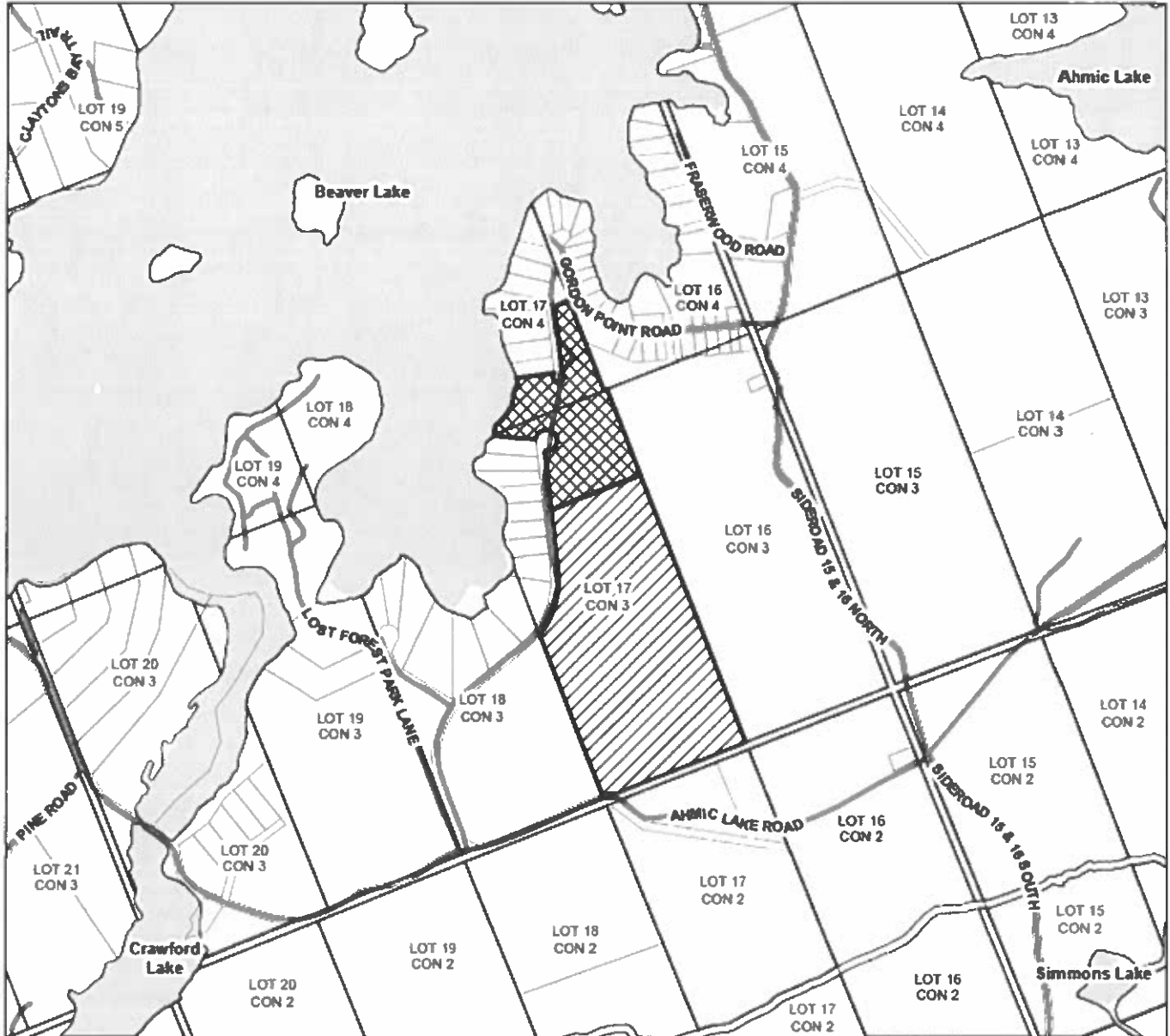
\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



# Schedule 'A' to Zoning By-law Amendment \_\_\_\_\_

1680 Lakeside Trail  
Part of Lot 17, Concessions 3 and 4  
Geographic Township of Croft  
Municipality of Magnetawan  
District of Parry Sound



 Lands to be rezoned from Tourist Commercial (CT) Zone to  
Tourist Commercial Exception Four (CT-4) Zone

 Lands to remain Rural (RU) Zone

This is Schedule 'A' to Zoning By-law \_\_\_\_\_  
Passed this \_\_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**BY-LAW NO. 2023 –**

**BEING A BY-LAW TO ENTER INTO AN AGREEMENT FOR THE  
MUTUAL AND AUTOMATIC AID PLAN AND PROGRAM WITH THE CORPORATION OF THE TOWNSHIP OF  
MCKELLAR**

**WHEREAS** Section 20 (1) (2) of the Municipal Act 2001 S.O. 2001, Chapter 25, authorizes a municipality to enter into a joint agreement with one or more municipalities;

**AND WHEREAS** the Municipality of Magnetawan wishes to enter in an Agreement with The Corporation of the Township of McKellar to provide Mutual and Automatic Aid Plan and Program;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN ENACTS AS FOLLOWS:**

1. The Municipality of Magnetawan Fire Department is hereby authorized to leave the limits of the Municipality, at the discretion of the Municipality of Magnetawan Fire Chief or their designate to respond to calls for the assistance from the Township of McKellar Fire Department on a reciprocal basis;
2. The Mayor and Clerk are hereby authorized to execute the Agreement, substantially in the format attached.

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto, this 10th day of May, 2023

**THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN**

---

Mayor

---

CAO/Clerk





THIS LETTER OF UNDERSTANDING ("LOU") is made as of the \_\_\_\_\_ day of May 2023 (the "Effective Date").

**BETWEEN:**

**THE CORPORATION OF THE TOWNSHIP OF MCKELLAR**  
(hereafter, "McKellar")

**AND:**

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**  
(hereinafter, "Magnetawan")

**WHEREAS** Magnetawan did not renew the Mutual and Automatic Aid Plan and Program with the South-West Parry Sound District in April 2020; and

**WHEREAS** McKellar and Magnetawan share a substantial Municipal border and have no current agreement for mutual aid; and

**WHEREAS** both Municipalities are replacing bridges in 2023 that require a full road closure of arterial roads that could dramatically impact emergency response vehicle times; and

**WHEREAS** both Municipalities are entering into this LOU to ensure standard response times are within the allowable limits, in addition to outlining the details of the responsibility and liability of the Municipalities;

**NOW THEREFORE**, in consideration of the previous mutual covenants and agreements contained herein, hereby acknowledged by the parties, the parties hereto agree as follows:

1. **THAT** this LOU shall commence on the effective date and expire on December 31, 2023 with the understanding that a new agreement shall be executed in the future;
2. **THAT** the responsibility and liability of each Municipality are outlined in the attached Schedule 'A' "Mutual and Automatic Aid Plan and Program for the South-West Parry Sound District Issued: 2015" that forms a part of this LOU.

**IN WITNESS WHEREOF**, the parties have entered into this LOU as of the Effective Date.

**THE CORPORATION OF THE TOWNSHIP OF MCKELLAR**

Per: \_\_\_\_\_  
Ina Watkinson  
Clerk/Administrator

Per: \_\_\_\_\_  
David Moore  
Mayor

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

Per: \_\_\_\_\_  
Kerstin Vroom  
CAO/Clerk

Per: \_\_\_\_\_  
Sam Dunnett  
Mayor



**Schedule "A" to the LOU between  
McKellar and Magnetawan**

**Mutual and Automatic Aid Plan and Program for the South-West Parry Sound District  
Issued: 2015**



## Office of the Fire Marshal

### Mutual and Automatic Aid Plan and Program

*for the*

### South-West Parry Sound District

Fire Co-ordinator Brian Leduc  
McDougall Fire Department

Assistant Fire Co-ordinator Dave Thompson  
Parry Sound Fire Department

Issue Date: 2015

## **Index**

---

Foreword .....	4
Purpose of the Plan .....	5
Authority .....	5
Definitions.....	5
Principles of Operation of Mutual Aid Plans in Ontario .....	7
Mutual Aid System Components .....	8
Minimum Conditions for Participation in Programs	
Mutual Aid.....	8
Provincial CBRN/HUSAR Resources .....	10
Automatic Aid.....	12
South-West Parry Sound District Extrication Response Support .....	13
South-West Parry Sound District Specialized High Angle Rescue Support .....	14
Activation of Mutual Aid Plan.....	15
Criteria for Appointment as Fire Co-ordinator or Alternate .....	16
Appointment Process for Fire Co-ordinators and Alternate .....	16
Roles and Responsibilities	
Office of the Fire Marshal.....	17
Participants.....	17
Fire Co-ordinator .....	17
Zone Fire Co-ordinators.....	19
Participating Fire Chiefs .....	19
Fire Co-ordinators Protection From Personal Liability and Indemnification.....	19
Municipal Liability and Indemnity .....	20
Related Programs	
Mutual Aid Associations.....	21
Fire Co-ordinators' Conferences and Meetings.....	21
Running Card Assignments .....	22
Emergency Contact Information.....	24
Summary of Equipment .....	26

## Appendices

Index .....	A – 2
Appendix A – Additional Local Minimum Requirements .....	A – 3
Appendix B - Options for Cost Recovery for Automatic Aid Responses .....	A – 5
Appendix C – Identification of Equipment.....	A – 7
Appendix D – Sample By-Law Authorizing Participation in Mutual Aid .....	A – 8
Appendix E – Expense Account Guidelines.....	A – 9
Appendix F – Request to Replace Fire Co-ordinator or Alternate .....	A – 11
Appendix G – Request to Temporarily Appoint Fire Co-ordinator or Alternate .....	A – 12
Appendix H – International Border Crossing Coupling Locations and Quantities ...	A – 13
Appendix I – Fire Co-ordinator’s Check List.....	A – 16
Appendix J – Form For Proposal to Change Provincial Mutual Aid Plan .....	A – 17

## **Foreword**

This attached mutual aid plan and program and accompanying appendices were developed by the Office of the Fire Marshal in consultation with fire co-ordinators appointed by the Fire Marshal for the Province of Ontario to develop and coordinate county, district and region plans appropriate to local needs and circumstances.

Local county, district and region mutual aid systems will adopt the content of the plan as presented here. It will, however, be necessary for the participants to determine locally if the county, district or region mutual aid plan will include the automatic aid, hazardous materials and/or extrication program in the base document. In such cases it will be necessary to identify, within the plan, the participants in the various programs.

The local fire co-ordinator will be responsible for completing the running assignments, summary of contact information and list of local resources portions of the plan and submitting them to the Office of the Fire Marshal annually or as significant changes to the plan occur. Examples of significant changes include additions and deletions of major apparatus and equipment, staffing changes with the potential to affect emergency response, changes in senior officers and changes to emergency, business and personal telephone numbers of senior officers. The Office of the Fire Marshal will maintain a central inventory of all current mutual aid plans.

Local county, district and region mutual aid plans may adopt any or all of the appendices attached to this document based on local needs and circumstances. The appendices are intended to provide a local county, district or region with the ability to attach additional information to the base document that they will assist local participants in the day-to-day application and use of the plan. There is no requirement to submit the appendices to the Office of the Fire Marshal.

Mutual Aid Associations may be in place in county, district and regions. It is clearly understood that they do not have any authority relating to the operation of municipal fire departments or the mutual aid plan.



## **Purpose of the Mutual Aid Plan**

- To provide authority and general direction to *fire co-ordinators* for the co-ordination of *mutual aid systems* and associated *fire protection services* activated within the local county, district or region, as well as with neighbouring counties, districts or regions, inter-provincially and internationally.
- To provide clarification to municipalities of the roles and responsibilities of *fire co-ordinators* within the *mutual aid system*.
- To provide other emergency management agencies with an understanding of the *fire co-ordinators* role within the *mutual aid system*.

## **Authority**

*Fire department* personnel appointed by the Fire Marshal as *fire co-ordinators* shall fulfill the duties and responsibilities as instructed by the Fire Marshal (Fire Protection and Prevention Act 1997, Section 7).

### ***Fire co-ordinators***

7. (1) *The Fire Marshal may appoint fire co-ordinators for such areas as may be designated in the appointment. 1997, c. 4, s. 7 (1).*

### ***Duties***

(2) *A fire co-ordinator shall, subject to the instructions of the Fire Marshal,*

*(a) establish and maintain a mutual aid plan under which the fire departments that serve the designated area agree to assist each other in the event of an emergency; and*

*(b) perform such other duties as may be assigned by the Fire Marshal. 1997, c. 4, s. 7 (2); 2002, c. 18, Sched. N, s. 1*

## **Definitions**

In this document,

***Acceptable*** - means acceptable to the *fire co-ordinator* and participating *fire chiefs* in consultation with the Office of the Fire Marshal.

***Alternate Fire Co-ordinator*** - means the person appointed by the Fire Marshal, under the authority of the Fire Protection and Prevention Act, 1997 to act in absence of the *fire co-ordinator*.



***Automatic Aid*** - means any agreement under which a *municipality* agrees to provide an initial response to fires, rescues and emergencies that may occur in a part of another *municipality* where a *fire department* in the *municipality* is capable of responding more quickly than any *fire department* situated in the other *municipality*; or a *municipality* agrees to provide a supplemental response to fires, rescues and emergencies that may occur in a part of another *municipality* where a *fire department* in the *municipality* is capable of providing the quickest supplemental response to fires, rescues and emergencies occurring in the part of another *municipality*

***Company*** – means a complement of personnel operating one or more pieces of apparatus under the control of a supervisor.

***Council*** - means the *council* of a *municipality* participating in the *mutual aid plan*.

***Cover*** - means the *fire department* that is available to provide back-up coverage to another *fire department* that is providing *help* to another *fire department* in the event of a *mutual aid plan* activation

***Fire Chief*** - means the person appointed by a *participant* in the *mutual aid plan* as the head of the *fire department*

***Fire Co-ordinator*** - means the person appointed by the Fire Marshal, under the authority of the Fire Protection and Prevention Act, 1997 to co-ordinate the *mutual aid plan*, or the person appointed by the Fire Marshal to act in absence of the *fire co-ordinator*

***Fire Department*** - means a group of firefighters authorized to provide *fire protection services* by a *municipality*, group of *municipalities* or by an agreement made under section 3 of the Fire Protection and Prevention Act.

***Fire Protection Adviser*** - means a person employed by the Office of the Fire Marshal, Field Fire Protection Services section, to provide advice and assistance to *municipalities* and *fire departments*

***Fire Protection Services*** - includes fire suppression, fire prevention, fire safety education, communication, training of persons involved in provision of *fire protection services*, rescue and emergency services and the delivery of all those services

***First Nation Community*** - means a band as defined in the *Indian Act* (Canada)

***Help Call*** - means the *fire department* that is called to assist another *fire department* in the event of a *mutual aid plan* activation

***Home Fire Chief*** - means the *fire chief* of the *municipality*, community or area experiencing a *major emergency*

***Home Fire Department*** - means the *fire department* of the *municipality*, community or area experiencing a *major emergency*

***Incident Management System*** – means the program used by the county/district/region to establish a standard approach to incident management, priorities, action planning, and resource utilisation.

***Major Emergency*** - means a situation that, in the opinion of the local *fire chief*, constitutes a danger of major proportions to life, property and/or the environment and that exceeds the capability of the local *fire department*.

***Municipality*** – means local municipality as defined in the Municipal Act

***Mutual Aid*** - means a program to provide/receive assistance in the case of a *major emergency* in a *municipality*, community or area.

***Mutual Aid Plan or System*** - means the *mutual aid plan* developed under the authority of the Fire Protection and Prevention Act, 1997 and direction of the Fire Marshal to facilitate provision of *fire protection services* to the residents of a county, district or region under a co-ordinated and co-operative system.

***Participant*** - means an organization, approved by the Fire Marshal, or a *municipality* which operates or manages a *fire department* that meets and maintains the requirements for participation in the *mutual aid plan*

***Regional Operations Manager*** – means the person appointed by the Office of the Fire Marshal to manage a defined region within the Fire Protection Services Section under the direction of the Assistant Deputy Fire Marshal

***Significant Event*** – means a *mutual aid activation requiring the assistance of two or more fire departments*.

***Unorganized Territory*** - means a geographic area without municipal organization

***Zone Fire Co-ordinator*** - means the person appointed by the Fire Marshal, under the authority of the Fire Protection and Prevention Act, 1997 to co-ordinate a geographic portion of the county, district or region *mutual aid plan* under the direction of the county, district or region *fire coordinator*.

## **The Principles of Operation of Mutual Aid Plans in Ontario**

- To promote adequate and coordinated efforts to minimize loss of life and property and damage to the environment through efficient utilization of fire department and other resources in the event of a *mutual aid* activation during times of natural or man-made emergencies.
- To provide the organizational framework necessary to effectively manage *mutual aid* resources within a unified *incident management system*.

## **Mutual Aid System Components**

This *mutual aid plan* embodies the action to be taken by *participants* to engage in the following program components.

1. Activate *mutual aid* during a *major emergency* where the *home fire department* is committed and/or the situation cannot be contained or controlled with available resources.
2. Activate the provincial CBRN or HUSAR response system.
3. (Optional) Activate a county, district or region *automatic aid* program.
4. (Optional) Activate a county, district or region hazardous materials support response.
5. (Optional) Activate a county, district or region extrication support response.
6. (Optional) Activate a county, district or region specialized rescue support response.

## **Mutual Conditions for Participation in Programs**

### **1. Mutual Aid**

- A. A request for *help* or *cover* by any other *participant* in the *mutual aid plan* takes priority over any other agreements entered into by another *participant*.
- B. The *fire chief*, or designate, may refuse to supply the requested response to occurrences if such response personnel, apparatus or equipment are required to provide *fire protection services* in the local *municipality*. Similarly, the fire chief, or designate, may order the return of such apparatus, equipment or personnel that is responding to, or is at, the scene of a *mutual aid* activation if it is required to provide *fire protection services* in the local *municipality*. In such cases the *fire chief* must notify the *fire co-ordinator* or designate of his/her actions.
- C. The participating *fire department* must be established and regulated by a municipal by-law.

*Note: Where unorganized territories, First Nation communities, or federal properties form part of the mutual aid plan, alternative authorization may be accepted.*

- D. Council must confirm the *fire chief* of a municipal *fire department*, by by-law or a similar method of authorization. The Office of the Fire Marshal must appoint the *fire chief* of a *fire department* established for an *unorganized territory*.
- E. A by-law must be passed by *council* authorizing its *fire department's* participation in the *mutual aid plan*. *Fire departments* serving *unorganized territories* must be authorized to participate through an agreement signed by the Office of the Fire Marshal.
- F. A participating *fire department* must have adequate resources to handle day-to-day emergencies in its own jurisdiction.
- G. A participating *fire department* must be *acceptable* to:
- the *fire chief(s)* of the *fire department(s)* to be its first response for *mutual aid* assistance;
  - the *fire chief(s)* of the *fire department(s)* it will be first response to for *mutual aid* assistance; and,
  - the *fire co-ordinator*
- H. Triple combination pumpers and water tank trucks are the basic vehicles intended to be used for response. Where the *fire co-ordinator* and the *participating fire chiefs* agree rescue vehicles, aerial ladder trucks, and other specialized vehicles and/or services may be included.
- Note: This does not mean a municipality with an aerial ladder truck is obligated to make it available to a municipality that does not have one to reciprocate the service.*
- I. Home fire department personnel will be in overall command of the *mutual aid* activation and will be responsible for co-ordination of local resources and those of the responding *fire department(s)*.
- J. *Participants* in the *mutual aid* system will have adopted and implement an approved *incident management system*.
- K. *Fire chiefs* shall notify the *fire co-ordinator* of all significant changes as they occur, regarding stations, personnel, apparatus and/or equipment.
- L. Radio communication procedures shall be in accordance with principles and policies agreed upon by the participating *fire chiefs*.
- M. Minimum requirements of the Occupational Health and Safety Act must be met as it pertains to *fire departments*.
- N. *Fire chiefs* shall provide copies of agreements for fire protection to the *fire co-ordinator*, if requested by the *fire co-ordinator*.

- O. An applicant to participate in *mutual aid* that fails to meet the criteria as agreed to by the participating *fire chiefs* of the area, in conjunction with the *fire co-ordinator* and approved by the OFM *regional operations manager*, will not be accepted as a member of the *mutual aid plan*.
- P. The *fire co-ordinator* will consult with the OFM *regional operations manager* when a *participant* fails to maintain the established criteria for participation in the *mutual aid plan*. The *participant* will be given a written notice by the *fire co-ordinator* to have the deficiencies corrected. Failure to maintain the established criteria to the satisfaction of the *fire co-ordinator* and the *regional operations manager* shall result in removal from the system.
- Q. *Mutual aid* assistance is to be provided to *participants* on a reciprocal basis i.e. no costs involved.
- R. *Mutual aid* is not immediately available for areas that receive fire protection under a fire protection agreement. The *municipality, unorganized territory* or *First Nations community* purchasing fire protection is responsible for arranging an *acceptable* response for back-up<sup>1</sup> *fire protection services*. In those cases where the emergency requirements exceed those available through the purchase agreement **and** the back-up service provider the *mutual aid plan* can be activated for the agreement area.

## 2. Provincial CBRN and HUSAR Resources

The Province operates a system to provide response support for chemical, biological, radiological, nuclear and explosion (CBRNE) and heavy urban search and rescue (HUSAR) incidents, to local communities. The system operates under the following conditions.

- Initial response to CBRNE and HUSAR emergencies are a local responsibility. More advanced support may be available locally through the *mutual aid* system or a contracted service provider, which includes contracted support from another *municipality* through a fire protection services agreement or an *automatic aid* agreement and contracted support from a commercial provider.
- It is intended that CBRNE teams and a HUSAR team strategically located in designated cities, and operating under a memorandum of understanding with the Province of Ontario will also be available to support local responders.
- The expectations and capabilities of responding CBRNE Teams shall be based on the National Fire Protection Association Standard 472: Professional Competence of Responders to Hazardous Materials Incidents. That standard provides for the following levels.
  - Level 1: Awareness of what constitutes a hazardous materials incident
  - Level 2: Capacity to carry out limited response activities

---

<sup>1</sup> Back-up fire protection service could be in the form of a first response agreement or automatic aid.

- Level 3: Capacity to mitigate hazardous materials incidents
- The expectations and capabilities of the responding HUSAR team shall be based on the National Fire Protection Association Standard 1670: Operations and Training for Technical Rescue Incidents. That standard provides for the following levels.
  - Level 1: Awareness of what constitutes a technical rescue incident
  - Level 2: Capacity to carry out limited response activities
  - Level 3: Capacity to mitigate technical rescue incidents

**Activation of resources:**

- A. It is anticipated that a *municipality* requiring the assistance of a CBRNE or HUSAR team will have initiated, or be in the process of declaring, an emergency, pursuant to the Emergency Management Act, R.S.O. 1990, c. E-9.
- B. All requests for assistance from a CBRNE or HUSAR team will be received and co-ordinated through the Emergency Management Ontario Provincial Emergency Operations Centre (PEOC). 1-866-314-0472
- C. Should an emergency occur in a locality that in the opinion of the *fire coordinator*, or his/her designate, cannot be addressed through the resources of the local *fire department*, the *mutual aid* system or contracted service providers, he/she shall consider requests from local communities and contact the PEOC to request the response of a CBRNE or HUSAR team.
- D. The decision to activate one or more of the teams as part of the provincial response to an emergency will be approved by the appropriate Ministry of Community Safety and Correctional Services representative through the PEOC.
- E. The PEOC, in conjunction with the Office of the Fire Marshal (Fire Protection Services – Emergency Planning & Strategic Development) will be responsible for overall coordination and direction of the response, and the PEOC will be responsible for coordinating any necessary funding to support the activation of a CBRNE or HUSAR team.
- G. Local personnel will be in overall command of the emergency situation and will be responsible for coordination of local resources and those of the responding *fire department(s)*.
- H. The individual activities of a CBRNE or HUSAR team will be under the command of the officer-in-charge of the CBRNE or HUSAR team.
- I. The CBRNE response teams are not intended to fight fires involving hazardous materials. When *fire departments* respond to hazardous material fires, the normal method of activating *mutual aid* is to be followed for additional fire suppression assistance.
- J. The CBRNE or HUSAR team will not respond outside its home *municipality* as part of the memorandum of understanding unless deployed by the PEOC, in consultation with the OFM. When the CBRNE or HUSAR team is mistakenly

called directly by agencies or persons other than the *fire co-ordinator*, the CBRNE or HUSAR team will immediately notify the local *fire department* to respond and shall stand by to respond if required.

- K. Nothing in the memorandums of understanding with the province prevents the CBRNE or HUSAR teams from responding outside their home municipalities under a fire protection services agreement or *automatic aid* agreement or like agreement or arrangement between the team's *municipality* and another *participant*.

### 3. Automatic Aid

Improvements may be made to the overall effectiveness of the *mutual aid* system by implementing an *automatic aid* program within the *mutual aid* system. Potential improvements include:

- The quickest available fire station immediately responds to a call for service, regardless of municipal boundaries;
- The assembly time of an adequate fire attack team may be reduced (the fire attack team may be made up of personnel and equipment from more than one *fire department*);
- Equipment and personnel may be made available, particularly at the outer extremities of municipalities, which are neither practical nor reasonable for municipalities to provide for themselves due to the financial demands inherent with their provision.

### Program Participation

- A. A *participant* in an *automatic aid* program that forms part of the *mutual aid plan* must meet and maintain the requirements for participation in the *mutual aid plan*.
- B. *Fire departments* entering into *automatic aid agreements* must notify the affected *fire co-ordinator(s)*.
- C. Supplying *fire departments* must ensure sufficient resources remain available in their own *municipality* or area to provide initial responses to emergency calls.
- D. Communications systems should be in place to support the simultaneous and coordinated response of required *fire departments*.
- E. First arriving companies will initiate an *incident management system* in accordance with those agreed to in the *mutual aid plan*. The *home fire department* shall assume command of the incident after arrival at the scene.
- F. Activation of additional apparatus, equipment and personnel in the home *municipality* is not *automatic aid*. Such a response is expected and should be ordered into action whenever necessary.

- G. Where a *municipality* purchases *fire protection services*, for a fee or any other consideration, for its jurisdiction or any part of it, *automatic aid* may be activated. In the event that the first call for additional assistance is required in an area where *fire protection services* are usually purchased from a neighbouring *municipality*, the responding *fire department* may charge for its service; these are not *mutual aid plan* responses.
- H. A request for *mutual aid plan* response has priority over any requests such as *automatic aid*. *Automatic aid* responses are secondary to *mutual aid* obligations.
- I. *Automatic aid*, unlike mutual aid, is not intended to be provided to the receiving *municipality* at no charge. A request for day-to-day assistance, as opposed to a request for help at a major fire or other emergency, should be on a cost recovery basis.

#### **4. South-West Parry Sound District Extrication Response Support**

Improvements may be made to the overall effectiveness of the *mutual aid system* by implementing an auto extrication response support program within the *mutual aid system*. Potential improvements include:

- The closest available specialized assistance immediately responds to a call for service, regardless of municipal boundaries.
- The Britt; Seguin; Carling; and McDougall *Fire Departments* are trained and equipped to provide auto extrication response support and has/have agreed to respond and provide assistance throughout the county, district or region when requested by participating *fire departments*

#### **Program Participation**

- A. The requesting *fire department* will communicate directly with the *fire department* closest to the scene with the apparatus, equipment and personnel that is required.
- B. The *home fire department* must respond, assume command and remain in attendance for the duration of the incident.
- C. The *home fire department* will supply apparatus, equipment and personnel for fire suppression, as well as basic extrication and additional support for the extrication support team, as required.
- D. When the *home fire department* arrives at the scene first, it will:
  - contact the extrication support team by radio, as soon as possible;
  - give updates relevant to the nature and extent of the incident;
  - give best routes and where to locate at the incident or staging area; and,



- identify the sector (or person) the support team should report to upon arrival.
- E. Responses by the extrication support units to municipalities or areas purchasing *fire protection* may be charged directly to that *municipality* or area as though the response was a *fire department* receiving a call for fire suppression assistance.

### **5. South-West Parry Sound District Specialized High Angle Rescue Support Program**

Improvements may be made to the overall effectiveness of the *mutual aid system* by implementing a specialized rescue support program within the *mutual aid system*. Services provided within the program include High Angle Rescue Potential improvements include:

- The closest available specialized assistance immediately responds to a call for service, regardless of municipal boundaries.
- The High Angle Rescue Team Members are trained and equipped to provide High Angle Rescue response support and have agreed to respond and provide assistance throughout the South-West Parry Sound District when requested by participating *fire departments*.

#### **Program Participation**

- A. The requesting *fire department* will communicate directly with the *fire department* closest to the scene with the apparatus, equipment and personnel that is required.
- B. The *home fire department* must respond, assume command and remain in attendance for the duration of the incident.
- C. The *home fire department* will supply apparatus, equipment and personnel for fire suppression, as well as basic support for the High Angle Rescue Team, as required.
- D. When the *home fire department* arrives at the scene first, it will:
- contact the High Angle Rescue Team by radio, as soon as possible;
  - give updates relevant to the nature and extent of the incident;
  - give best routes and where to locate at the incident or staging area; and,
  - identify the sector (or person) the support team should report to upon arrival.
- E. Responses by the High Angle Rescue Team to municipalities or areas purchasing *fire protection* may be charged directly to that *municipality* or area as though the response was a *fire department* receiving a call for fire suppression assistance.

## **6. South West Parry Sound District Specialized Rescue Support Program**

Improvements may be made to the overall effectiveness of the *mutual aid system* by implementing a specialized rescue support program within the *mutual aid system*. Services provided within the program include Ice Water Rescue and Snowmobile Response Units

Potential improvements include:

- The closest available specialized assistance immediately responds to a call for service, regardless of municipal boundaries.
- The Seguin, McDougall and Britt Fire Departments are trained and equipped to provide Ice Water Rescue and Snowmobile Response support and have agreed to respond and provide assistance throughout the district when requested by participating *fire departments*

### **Program Participation**

- A. The requesting *fire department* will communicate directly with the *fire department* closest to the scene with the apparatus, equipment and personnel that is required.
- B. The *home fire department* must respond, assume command and remain in attendance for the duration of the incident.
- C. The *home fire department* will supply apparatus, equipment and personnel for fire suppression, as well as basic support for the Ice Water Rescue or Snowmobile Response team, as required.
- D. When the *home fire department* arrives at the scene first, it will:
  - contact the Ice Water Rescue or Snowmobile Response team by radio, as soon as possible;
  - give updates relevant to the nature and extent of the incident;
  - give best routes and where to locate at the incident or staging area; and,
  - identify the sector (or person) the support team should report to upon arrival.
- E. Responses by the Ice Water Rescue or Snowmobile Response units to municipalities or areas purchasing *fire protection* may be charged directly to that *municipality* or area as though the response was a *fire department* receiving a call for fire suppression assistance.

## **Activation of Mutual Aid Plan**

### **Requesting Fire Department**

The incident commander, or the communications facility currently serving the incident commander, will communicate directly with the first *help* call.

- A. Identify who you are and give any code word required.
- B. Briefly describe the nature of the incident.
- C. Give the location of the incident.
- D. Provide information on any Automatic Aid activations initiated.
- E. Be specific about resources required.
- F. Provide directions and travel route to the scene as required.
- G. Advise who, and on what radio frequency or talk group, to contact for assignment and/or staging location. If common radio frequencies or talk groups are not available direct the responding *mutual aid* companies to a specific location and advise them whom to contact on arrival.

#### **First Help Call Fire Department**

- A. Dispatch required assistance.
- B. Notify the *fire co-ordinator*, or the *fire co-ordinator's* communications facility, of the incident and your response and the information provided regarding Automatic Aid responses if any.
- C. Notify appropriate *fire co-ordinator(s)*, or their communications facility, where the response involves cross county/region/district activation.

#### **Fire Co-ordinator**

- A. Arrange for cover for home and assisting departments as required.
- B. Receive all additional calls for assistance after the *first help call*.

*Note: Inter-county (or district, or region) mutual aid is treated as any other activation. There should be no boundaries when considering mutual aid assistance.*

#### **Termination of the Incident**

- A. The incident commander will determine when assisting resources are no longer required.
- B. The incident commander will release resources as soon as possible.
- C. The incident commander will notify the *fire co-ordinator*, or the *fire co-ordinator's* communications facility, that assisting resources are no longer required and are being released.
- D. Assisting *fire department(s)* will notify the *fire co-ordinator*, or the *fire co-ordinator's* communications facility, when they have returned to their station(s)

and are in service. Assisting includes response to the emergency scene and providing cover at other *fire departments*.

### **Criteria for Appointment as Fire Co-ordinator or Alternate**

- A. *Fire chief*, deputy fire chief or senior officer with the necessary training and experience to co-ordinate the system
- B. Willingness of proposed *fire co-ordinator* or *alternate(s)* to fill the role.
- C. Agreement of employer for *fire co-ordinator* or *alternate(s)* to fill the role
- D. Capability to monitor, receive and transfer radio communications within the county, district or region and between other counties, districts and/or regions.
- E. Familiarity and continuity within the system.
- F. Where possible and where practicable of attainment the *fire co-ordinator* and *alternate* come from the same department.
- G. Agreeable to the roles and responsibilities as defined in the *mutual aid plan*.

### **Appointment Process for Coordinators and Alternates**

- A. At his/her earliest convenience, the *fire co-ordinator* notifies the local *fire protection adviser* or the *regional operations manager* of pending resignation or vacating of position and completes Appendix "F" – Request for Replacement.
- B. The *fire co-ordinator* makes a recommendation for replacement, based on selection criteria. If possible the *fire co-ordinator* obtains a letter from the candidate's CAO or *council* approving the recommended person for the position.
- C. The *regional operations manager* reviews the recommendation in consultation with the local *fire protection adviser*
- D. Local *fire protection adviser* confirms with CAO and/or *council* approval of the recommended person if not submitted by the *fire co-ordinator* in the original application.
- E. *Regional operations manager* forwards the recommendation to the Fire Marshal, or designate, for appointment.
- F. Fire Marshal (or designate) makes appointment.
- G. Access is provided to the OFM *fire co-ordinators* website
- H. Local *fire protection adviser* delivers the appointment letter, identification card and wallet badge.
- I. *Fire protection adviser* reviews the roles and responsibilities with the newly appointed *fire co-ordinator*

- J. *Fire protection adviser* provides latest copy of the *fire co-ordinators' Mutual Aid Plan and Program* manual and accompanying Appendices
- K. *Fire protection adviser (s)* inform local *fire departments* of the appointment (where required).

## **Roles and Responsibilities**

### **1. Office of the Fire Marshal**

- A. Develop and approve the *mutual and automatic aid plan* and appendices in consultation with *fire co-ordinators*
- B. Review and approve *mutual aid plans*
- C. Maintain a centralized inventory of current *mutual aid plans*
- D. Provide support through specialized resources and equipment, as available
- E. Appoint the *fire chief* of a *fire department* established for an unincorporated area that is to participate in the *mutual aid plan*.
- F. Authorize *fire departments* serving unincorporated areas to participate in the *mutual aid plan* through an agreement signed by the Office of the Fire Marshal.
- G. Monitor activations of the *mutual aid system*.
- H. Maintain the *fire co-ordinators* website and provide regular communications and updates to the *fire co-ordinators*.
- I. Organize and conduct the annual *fire co-ordinators' conference*.
- J. Review the operations and performance of the *mutual aid system*.

### **2. Participants**

*Participants* in the *mutual aid plan* are responsible for passing a by-law, agreement or alternative *acceptable* authorization to:

- A. Establish and regulate a *fire department*,
- B. Appoint the *fire chief* of the *fire department*, and,
- C. Authorize participation in the *mutual aid plan*.

### **3. Fire Co-ordinator**

*Fire department* personnel appointed by the Fire Marshal as *fire co-ordinators* shall fulfill the duties and responsibilities as instructed by the Fire Marshal (Fire Protection and Prevention Act 1997, Section 7).

Roles and responsibilities of the fire co-ordinator and in the absence of the fire co-ordinator the alternate co-ordinator for the purposes of this *mutual aid plan* include:

- A. Develop, review and maintain an up-to-date *mutual aid plan*, under the instructions of the Fire Marshal of Ontario, and in cooperation with the area *fire chiefs*.
- B. Submit the plan to the Office of the Fire Marshal (OFM) *regional operations manager* for approval
- C. Review the *mutual aid plan* annually, or more often if required, with the participating *fire chiefs* and the local *fire protection adviser(s)*.
- D. Coordinate activations of the *mutual aid plan*.
- E. Consider requests and recommend to the PEOC the deployment of provincial CBRNE and HUSAR teams.
- F. Provide advice and assistance to the Fire Marshal upon request.
- G. May assist and support *participants* by providing information and guidance during *mutual aid* activations.
- H. Within 7 days forward by email to [FPSDAR@ontario.ca](mailto:FPSDAR@ontario.ca) a synopsis of any significant events within their area.
- I. In cooperation with the local *fire protection adviser*, review equipment and apparatus covered by the plan when deemed necessary by the *fire co-ordinator* or the *fire protection adviser*.
- J. Attend the annual *fire co-ordinators'* conferences and such other meetings as may be convened from time to time by the OFM.
- K. Submit expense accounts to the OFM *regional operations manager* for approval twice yearly, and more frequently if required, and before March 31<sup>st</sup> of each year.
- L. Encourage county, district or regional training, and submit requests to the Office of the Fire Marshal for specialized courses.
- M. Other duties as may be assigned by the Fire Marshal.

Roles and responsibilities of the *fire co-ordinator* for the purposes of this *mutual aid plan* do not include:

- A. In an *unorganized territory* where there are no agreements made pursuant to the Fire Protection and Prevention Act, 1997 to provide *fire protection services*, there is ordinarily no role for the *fire co-ordinator* to play. The role of the *fire co-ordinator* is to coordinate *mutual aid plans* and to perform related duties. *Mutual*

*aid plans* are plans developed between *fire departments*. *Fire departments* exist only in municipalities, or pursuant to an agreement in an *unorganized territory*.

#### **4. Participating Fire Chiefs**

- A. Familiarize members of the *fire department* with contents of the *mutual aid plan*.
- B. Implement the local components of the *mutual aid plan*.
- C. Submit the relevant Standard Incident or Casualty Reports for all incidents directly to the Office of the Fire Marshal.
- D. Notify the *fire co-ordinator* of all significant changes as they occur, regarding stations, personnel, apparatus and/or equipment and contact information.
- E. Provide copies of agreements for fire protection to the *fire co-ordinator*, if requested by the *fire co-ordinator*.
- F. Attend *mutual aid system* meetings as called by the *fire co-ordinator*.
- G. Advise the *fire co-ordinator* of any municipal re-alignments or amalgamations.
- H. Provide a copy of the *mutual aid plan* to the municipal *council*.

#### **Fire Co-ordinator's Protection from Personal Liability and Indemnification**

The Fire Protection and Prevention Act, 1997 addresses the issue of protection from personal liability and indemnification for *fire co-ordinators*.

*74. (1) No action or other proceeding for damages shall be instituted against a firefighter, a fire co-ordinator, a community fire safety officer, a member or employee of the Fire Safety Commission, an assistant to the Fire Marshal, the Deputy Fire Marshal, the Fire Marshal, or a person acting under his or her authority, for any act done in good faith in the execution or intended execution of his or her power or duty for any alleged neglect or default in the execution in good faith of his or her power or duty.*

*75. (1) A firefighter, a fire co-ordinator, a community fire safety officer, a member or employee of the Fire Safety Commission, an assistant to the Fire Marshal, the Deputy Fire Marshal, the Fire Marshal or a person acting under his or her authority shall be indemnified for reasonable legal costs incurred,*

*(a) in the defence of a civil action, if the person is not found to be liable;*

*(b) in the defence of a criminal prosecution, if the person is found not guilty;*

- (c) *in respect of any other proceeding in which the person's execution of his or her duties is an issue, if the person acted in good faith.*

## **Municipal Liability and Immunity**

The Municipal Act addresses the issues of immunity protection for *councils* and members of *fire departments* participating in the *mutual aid plan*.

### ***Liability re: fire service***

**467.** *Despite the repeal of the old Act, clause (e) of paragraph 31 of section 210 and paragraph 32 of section 210 of that Act continue to apply for the purpose of protecting a municipality from liability with respect to agreements entered into and emergency fire service plans adopted prior to January 1, 2003. 2001, c. 25, s. 467.*

### ***Immunity***

**448. (1)** *No proceeding for damages or otherwise shall be commenced against a member of council or an officer, employee or agent of a municipality or a person acting under the instructions of the officer, employee or agent for any act done in good faith in the performance or intended performance of a duty or authority under this Act or a by-law passed under it or for any alleged neglect or default in the performance in good faith of the duty or authority. 2001, c. 25, s. 448 (1).*

### ***Policy decisions***

**450.** *No proceeding based on negligence in connection with the exercise or non-exercise of a discretionary power or the performance or non-performance of a discretionary function, if the action or inaction results from a policy decision of a municipality or local board made in a good faith exercise of the discretion, shall be commenced against,*

- (a) *a municipality or local board;*
- (b) *a member of a municipal council or of a local board; or*
- (c) *an officer, employee or agent of a municipality or local board.*  
*2001, c. 25, s. 450.*

## **Related Programs**



## **Fire Co-ordinators' Conferences and Meetings**

Each year a *fire co-ordinators'* conference is organized and conducted by the Office of the Fire Marshal. New developments in *mutual aid* are discussed, as well as current issues or problems in *mutual aid* operations. From time to time exercises will be conducted at the *fire co-ordinators'* conferences. *Fire co-ordinators* in regional areas of the province may meet from time to time to discuss local issues with OFM staff and others. In addition, *fire co-ordinators* are expected to convene regular meetings with *fire chiefs*, or their representatives, within their jurisdictions.

## **Contacting the Office of the Fire Marshal:**

The Regional Operations Managers are the point of contact for Fire Co-ordinators to forward:

- current copies of mutual aid plans
- updates to mutual aid plan resources and contact lists, and
- original copies of expense claims – faxed copies not acceptable for approved government procedures

Original copies of the above are to be mailed to:

Office of the Fire Marshal  
(Southwest or Southeast Regional Manager)  
2284 Nursery Road  
Midhurst, ON  
LOL 1X0

Office of the Fire Marshal  
(Northwest or Northeast Regional Manager)  
3767 Highway 69 South, Suite 6  
Sudbury, ON  
P3E 4N1

In those instances when a *fire co-ordinator* or *alternate fire co-ordinator* has a question about the expected roles and responsibilities he/she may contact the local *fire protection adviser* or the appropriate *regional operations manager* of the Office of the Fire Marshal.

During non-business hours contact may be arranged through the Provincial Emergency Operations Centre by calling 1-866-314-0472 and asking to be put in contact with the on-call manager for Fire Protection Services who will address the concern directly and/or put you in contact with the appropriate *regional operations manager*.

During major emergencies with provincial interests OFM staff members will typically be assigned to the Provincial Emergency Operations Centre (PEOC) and/or at the Ministry Emergency Operations Group (MEOG). These staff members may be in contact with *fire co-ordinators* dependent on the location and type of situation. *Fire co-ordinators* will be

provided with an appropriate contact number(s) for continued contact throughout the emergency.

**Running Card Assignments**

Requests for Assistance and Cover:

The location of *participants* identified as “*help*” or “*cover*” is not limited to the local South-West Parry Sound District. However, in those instances when the identified “*help*” or “*cover*” comes from another district, or from another province or state, the affected *fire co-ordinator* and *fire chief(s)* shall be informed of the *participant*’s inclusion in the local *mutual aid plan*.

The order of activation will be determining by selecting the department with the quickest ability to provide the requested assistance.

**Britt Fire Department**

<b>Help call</b>	Carling Township	Argyle	Alban-French River
<b>Cover</b>	McDougall Township	Not Required	Noelville

**Carling Fire Department**

<b>Help Call</b>	McDougall Township	Parry Sound	Seguin Township
<b>Cover</b>	Not Required	Not Required	Not Required

**Whitestone Fire Department**

<b>Help Call</b>	McKellar Twp	Magnetewan Township	McDougall Township
<b>Cover</b>	McDougall Twp	Parry Sound	Not Required

**Seguin Fire Department**

<b>Help call</b>	(North West) Parry Sound	(North East – Blackwater) McKellar Twp. (North East – Hwy. 518) McMurrich/ Montieth	(South East) (Mutual-Aid) Muskoka Lakes (Minett)	(South West) (Mutual-Aid) Muskoka Lakes (Footes Bay)	Extrication (North) McDougall (South) Footes Bay
<b>Cover</b>	Not Required	Not Required	Not Required	Not Required	Not Required

**McKellar Fire Department**

<b>Help Call</b>	McDougall Township	Whitestone	Seguin
<b>Cover</b>	Parry Sound	Magnetawan	Not Required

**Parry Sound Fire Department**

<b>Help Call</b>	McDougall Township	Seguin Township	McDougall Township
<b>Cover</b>	Not Required	Not Required	McKellar Township

**McDougall Fire Department (Station #1)**

<b>Help Call</b>	McDougall Township (Station 2)	Parry Sound	Carling Township
<b>Cover</b>	Seguin Township	McKellar Township	Not Required

**McDougall Fire Department (Station #2)**

<b>Help Call</b>	McDougall Township (Station 1)	McKellar Township (Station 1 or 2)	McKellar Township (Station 1 or 2)
<b>Cover</b>	McKellar Township	Whitestone	Whitestone

**Magnetawan Fire Department**

<b>Help Call</b>	Whitestone Twp. or Sundridge/Strong Or Burks Falls	Sundridge/Strong Twp. Or Whitestone Or Burks Falls	Burks Falls or Whitestone Twp or South River/Machar
<b>Cover</b>	McKellar Twp or South River/Machar or Perry Twp.	South River/Machar or McKellar Twp. Or Perry Twp	Perry Twp. Or McKellar Twp. Or South River/Machar

**Emergency Contact Information**

**South-West Parry Sound District**

<b>Fire Department</b>	<b>Contact Position/ Name</b>	<b>Phone Numbers</b>	<b>Radio Call Sign &amp; Frequency(s)</b>
Britt Fire Department			
Carling Fire Department			
McDougall Fire Department			
McKellar Fire Department			
Parry Sound Fire Department			
Seguin Fire Department			

---

<b>Whitstone Fire Department</b>
<b>Georgian Bay Fire Department</b>
<b>Magnetawan Fire Department</b>

### **Summary of Equipment**

In addition to the identified resources *participants* in the plan may add other pages that provide more detail about locally available equipment and specialized resources not normally included in the plan that could be used in other areas of the county/ district/ region or province during a *major emergency*, ex. a mobile command post. Any additional cost for using this specialized equipment outside the local county, district or region should be identified. (electronic copies of these forms are available on the fire coordinators website in Excel format.)

**See attached Fire Dept. Asset Reports**

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW NO. 2023-

Being a By-law to confirm the proceedings of Special Meeting of Council April 24, 2023, and Meeting of Council May 10, 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 10th day of May 2023.

THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN

---

Mayor



On desk  
May 10, 2023

**Erica Kellogg**

---

**From:** Fred Richmond <fredrichmond04@gmail.com>  
**Sent:** April 26, 2023 5:22 PM  
**To:** Erica Kellogg  
**Subject:** ZBA - access to Tranquility Trail

Date of this submission April 26, 2023

To: Erica Kellogg  
Acting Deputy Clerk Planning and Development  
Municipality of Magnetawan

PLEASE ACKNOWLEDGE RECEIPT OF THIS EMAIL

Subject: ZBA submittal including access to Tranquility Trail  
approval meeting May 10, 2023

It has recently come to our attention that Camp Klahanie has **again** applied to council to obtain approval to create an access road to our private road, Tranquility Trail / Gordon Point Road. This is quite a surprise to us. Why is this even being discussed? We were under the impression this was all sorted out. The private road Tranquility Trail has been previously discussed and sorted out by council. This access must not be approved.

Unfortunately, Camp Klahanie management is unable to accept a NO. This is becoming a constant harassment from the camp. Our Tranquil Trail is not Tranquil. They need to sort out their issues without involving the cottagers.

1. Over the years the cottagers have spent hundreds of hours and tens of thousands dollars to improve the road from a ruff seasonal road to year round. It has been a labour of love from volunteer cottage members and exclusively funded by the cottager's for their personal use.

The Camp would be placing an extremely **unfair** and **illegal** cost burden onto the cottagers to financially try to maintain a road for additional business traffic. (It is hard and expensive enough to maintain it for the light traffic of a handful of cottagers.)

2. The cottages on Tranquility Trail followed Council's direction and proceeded to have the road name changed from Gordon Point to Tranquility Trail to avoid confusion with another second Gordon Point Road

3 With considerable planning, with council (a few years) and great \$\$\$ expense \$\$\$ to the cottagers an emergency turn around was created and approved.

We believe that there has been a mistake with having access **still** on the Conceptual Master Plan and REQUEST that it be removed, to avoid confusion. This would allow Camp Klahanie to finally make alternate plans, such a building their own road from their property joining onto a municipal road. Is this not the legal way a business is accessed?

If the Municipality wants to assume Tranquility Trail we would have no objections.

Thanking you in advance. Janice & Fred Richmond  
146 Tranquility Trail  
Magnetawan.

On desk  
May 10, 2023

**Erica Kellogg**

---

**From:** fredrichmond04@gmail.com  
**Sent:** May 7, 2023 3:32 PM  
**To:** Erica Kellogg  
**Subject:** ZBA Access to Tranquility Trail By-law amendment application for Camp Klahanie

Dear Ms Kellogg  
Acting Deputy Clerk Planning and Development  
Municipality of Magnetawan

Please acknowledge receipt of this submission

We have noticed that there has been a staff report update with a recommendation for access to Tranquility Trail for secondary purposes.

We would like to make a second submission to council and would appreciate it being posted.

-----  
There is no access from Camp Klahanie to Tranquility Trail.

We strongly object to creating ANY access between the roads. There is no real need for any access between the roads.

Tranquility Trail cottagers have with their own time and expense created and maintained an emergency turnaround, therefore we do not require any access to Camp Klahanie.

We are very happy with the current situation.

It would be more appropriate for Camp Klahanie to create their own turnaround. This would avoid any confusion for emergency vehicles. This would keep things simple which is what is needed in an emergency.

Camp Klahanie management is quite capable of creating their own turnaround without impacting their neighbours.

We do not think that the Municipality and Council need the added burden of having to monitor the access between these two roads.

Please stop this debate, lets keep things simple, Tranquility Trail cottagers look after their road and Camp Klahanie take care of their own roads. Makes for better neighbours.

Thank you Janice & Fred Richmond