



AGENDA – Regular Meeting of Council

Wednesday, May 19, 2021

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

BUILDING FEES PUBLIC MEETING

- 11 Report from Chief Building Official Brian Horsman, Annual Report on Building Department Fees

STAFF REPORTS, MOTIONS AND DISCUSSION

- 24 2.1 Report from Chief Building Official Brian Horsman, Update Regarding the Hiring of a Building Inspector
- 29 2.2 Collin James, 60 James Street, Purchase of Road Allowance and Shore Road Allowance
- 33 2.3 Report from Parks & Maintenance Manager Steve Robinson, Award of Proposal 2021-03 Municipal Commercial Tractor
- 34 2.4 Report from Fire Chief Joe Readman, Quarterly Fire Department Report
- 36 2.5 DRAFT motion July 11, 2021 Hazmat Day
- 37 2.6 Report from Public Works Superintendent Scott Edwards, Landfill/Recycle Fencing Project
- 38 2.7 Report from Public Works Superintendent Scott Edwards, Ahmic Harbour Crosswalk and 3-Way Stops
- 2.8 Verbal update Ahmic Harbour Road Straightening
- 43 2.9 Discussion on Limited Services and License Agreement to Maintain Roads for Private Road Groups
- 49 2.10 DRAFT By-law Parsons Limited Service Agreement
- 50 2.11 DRAFT By-law Parsons Site Plan Agreement
- 51 2.12 Report from CAO/Clerk Kerstin Vroom, Alternative Voting Method - 2022 Municipal Election
- 53 2.13 DRAFT By-law 2022 Municipal Election Joint Audit Compliance Committee
- 67 2.14 Report from Acting Deputy Clerk Laura Brandt, Update Memorial Sanctuary at Chapman Cemetery
- 72 2.15 Ministry of the Attorney General Liquor License Act Amendments
- 75 2.16 Correspondence from Patti Paul, Magnetawan Farmer's Market
- 77 2.17 DRAFT motion Magnetawan Horticultural Society Community Garden

MUNICIPAL BOARDS AND COMMITTEE MINUTES

- 78 3.1 East Parry Sound Veterinary Committee Annual General Meeting Minutes March 24, 2021
- 81 3.2 Almaguin Community Economic Development (ACED) Minutes April 19, 2021
- 84 3.3 Central Almaguin Planning Board (CAPB) Minutes April 21, 2021
- 87 3.4 Magnetawan Community Development Committee (MCDC) May 05, 2021
- 90 3.5 Almaguin Highlands Health Centre (AHC) Minutes May 07, 2021

CORRESPONDENCE

- 92 4.1 Corporation of the Town of Perth Provincial Hospital Funding of Major Capital Equipment
- 93 4.2 Ontario Provincial Police 2022 Municipal Policing Billing Statement Property Count
- 94 4.3 Wildlife Inquires Aspen Valley Wildlife Sanctuary (AVWS)
- 96 4.4 Magnetawan Agricultural Society 2021 Virtual Fair Competitions
- 105 4.5 Canadian Heritage Celebrate Canada Grant Approval for Canada Day
- 106 4.6 In Case You Missed It (ICYMI) Council Highlights April 28, 2021

ACCOUNTS

- 107 5.1 Accounts in the amount of \$388,727.60

BY-LAWS

- 126 6.1 Parson's Limited Service Agreement
- 127 6.2 Parson's Site Plan Agreement
- 128 6.3 2022 Municipal Election Joint Audit Compliance Committee

CONFIRMING BY-LAW AND ADJOURNMENT

- 142 7.1 Confirm the Proceedings of Council and Adjourn



**Municipality of
Magnetawan**

COUNCIL MEETING MINUTES

April 28, 2021

1:00 pm

The meeting of the Council of the Corporation of the Municipality of Magnetawan was held at the Magnetawan Community Centre and streamed electronically for the public through "Go To Meeting" with the following present:

Mayor Sam Dunnett
Deputy Mayor Tim Brunton
Councillor Brad Kneller
Councillor Wayne Smith
Councillor John Hetherington

Staff: CAO/Clerk Kerstin Vroom, Acting Deputy Clerk Laura Brandt and Public Works Superintendent Scott Edwards were present for the entire meeting. Chief Building Official Brian Horsman and Deputy Chief Building Official Matthew Cloutier were present for their respective sections 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 2021-100 Brunton-Smith
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the agenda as presented.
Carried.
- 1.3 Disclosure of Pecuniary Interest
Mayor 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 2021-101 Smith-Brunton
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the minutes of April 07, 2021 meeting as copied and circulated.
Carried.

PLANNING ACT MEETING

Lanfer & Goldstein – 20 Kings Cove Road – Minor Variance

RESOLUTION 2021-102 Kneller-Hetherington

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan recesses the regular meeting to hold a public meeting pursuant to Sections 45 of the Planning Act to consider:

Minor Variance Application – 20 Kings Cove

Carried.

RESOLUTION 2021-103 Smith-Brunton

WHEREAS an application from Todd Lanfer and Tammi Goldstein – Concession 2, Part Lot 26, PCL 7603 SS and municipally known as 20 Kings Cove, Municipality of Magnetawan was received to seek relief from the Municipality of Magnetawan Zoning By-law 2001-26 as amended Section 4.2.2 to allow proposed set back of 13.4 metres to a proposed sunroom addition to the existing dwelling, a front yard setback of 11.4 metres to proposed attached deck #2, a front yard setback of 13.8 metres to a covered deck and a front yard setback of 12.5 metres to proposed deck #1;

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 the Municipality are paid to date and that the applicant enter into a site plan agreement to be registered on title for which a By-law on this matter will be passed later in the regular Council meeting.

Carried.

RESOLUTION 2021-104 Hetherington-Kneller

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 REPORTS, MOTIONS AND DISCUSSION

2.1 Crozier – Raney Road, Concession 10, Lot 2, PT PCL24466

RESOLUTION 2021-105 Branton-Smith

WHEREAS the Municipality of Magnetawan has received a request to support an application for consent for 1 new residential lot (Crozier, Raney Road, 4944 010 002 20800) The property is legally described as CON 10 LOT 2 PT PCL 24466 in the Municipality of Magnetawan, hereinafter referred to as “the Lands”;

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

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

1. Draft copy of the deeds (with all schedules) to be approved by the Municipality prior to registration;
2. A copy of the original executed transfer (deed) with all schedules be provided to the Municipality;
3. Draft Reference Plan to be approved by the Municipality prior to registration. Two (2) true certified paper copies of the registered plan and an electronic version with a certification that it is a true copy be provided to the Municipality;

4. *Payment of all taxes, municipal, legal and planning fees associated with the processing of this application including fees under By-law 2011-11, 2011-16 and current Municipal Fees & Charges By-law including a 5% parkland dedication fee;*
5. *Confirmation from the North Bay Mattawa Conservation Authority (NBMCA) that the proposed Severed Lot can be adequately serviced by individual on-site septic systems and individual on-site water systems;*
6. *That the Applicant submit a Zoning By-law Amendment to rezone the proposed Severed Lot to address the non-compliant minimum lot area requirement;*
7. *That the Applicant received written acknowledgment from the Municipality for the proposed Severed Lot that there is a suitable location for an entrance;*
8. *That the foregoing conditions be fulfilled within one year of the date of the notice of the decision of the Planning Board.*

Carried.

- 2.2 Report from Chief Building Official Brian Horsman, Annual Report on Building Permit Fees
RESOLUTION 2021-106 Kneller-Hetherington
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report as presented from Chief Building Official Brian Horsman, Annual Report on Building Permit Fees.
Carried.

- 2.3 Report from Public Works Superintendent Scott Edwards, Award of Tender 2021-01 Slurry Seal Surface Treatment
RESOLUTION 2021-107 Brunton-Smith
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report as presented from Public Works Superintendent Scott Edwards, Award of Tender 2021-01 Slurry Seal Surface Treatment, and approves the recommendation contained therein to award the tender to Duncor Enterprises Inc. in the amount of \$84,624 plus HST.
Carried.

- 2.4 Report from Public Works Superintendent Scott Edwards, Award of Tender 2021-02 Gravel (A+B)
RESOLUTION 2021-108 Hetherington-Kneller
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report as presented from Public Works Superintendent Scott Edwards, Award of Tender 2021-02 Gravel (A+B), and approves the recommendation contained therein to award the tender to Fowler Construction in the amount of \$245,472 plus HST.
Carried.

- 2.5 Report from Public Works Superintendent Scott Edwards, Roads Truck #21 Replacement
RESOLUTION 2021-109 Smith-Brunton
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report as presented from Public Works Superintendent Scott Edwards, Road Truck #21 Replacement, and approves the recommendation contained therein to purchase a GMX Sierra 2500HD Series Crew Cab Pickup/Diesel Engine from Bray Motors in the amount of \$59,675 plus HST.
Carried.

- 2.6 Report from Public Works Superintendent Scott Edwards, Plate Tamper
RESOLUTION 2021-110 Brunton-Smith
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report as presented from Public Works Superintendent Scott Edwards, Plate Tamper, and approves the recommendation contained therein to purchase the 2016 Wacker DPU6555 Plate Tamper from United Rentals in the amount of \$9,000 plus HST, and transferring \$1,000 from 3011-2010 Bridges and Culverts Material/Supplies to cover the shortfall.
Carried.
- 2.7 Verbal Update from Public Works Superintendent Scott Edwards, Ahmic Harbour Crosswalks/Road Straightening
- 2.8 DRAFT motion Pinchin Additional Monitoring Costs 2020-2022 Contract
RESOLUTION 2021-111 Brunton-Hetherington
WHEREAS, the Council of the Municipality of Magnetawan receives the Request for Change No. 225335.003-2021-1 from Pinchin Ltd;
AND WHEREAS, the Ministry of the Environment, Conservation and Parks (MECP) commented on the 2019 Annual Monitoring Report for the Chapman Waste Disposal Site and requested changes;
AND WHEREAS, these changes were not included in the 2020-2022 Contract with Pinchin Ltd;
NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the additional cost of \$6,724.00 plus HST as presented.
Carried.
- 2.9 DRAFT by-law Road Naming Harbour Lane (Ahmic Internet Tower)
RESOLUTION 2021-112 Smith-Brunton
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the "Road Name Harbour Lane" as presented, and a By-law on this matter will be passed later in the meeting.
Carried.
- 2.10 DRAFT by-law Road Naming Hickory Lane (Cedar Croft Internet Tower)
RESOLUTION 2021-113 Kneller-Hetherington
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the "Road Name Hickory Lane" as presented, and a By-law on this matter will be passed later in the meeting.
Carried.
- 2.11 Report from CAO/Clerk Kerstin Vroom, Road Allowance/Shore Allowance Purchase Price
RESOLUTION 2021-114 Brunton-Smith
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report as presented from CAO/Clerk Kerstin Vroom, Road Allowance/Shore Road Allowance Purchase Price, and approves the recommendation contained therein to revise the Fees and Charges By-law 2020-62 – Road Allowance Purchase Price \$.70 square foot and Shore Road Allowance Purchase Price \$1.00 square foot to : Appraised Value with any approved applications prior to today's date, remain at the price set by Council resolution at the time and a By-law on this matter will be passed later in the meeting.
Carried.

- 2.12 Report from Treasurer Linda Saunders, Municipal Owned Lands
RESOLUTION 2021-115 Hetherington-Kneller
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report as presented from Treasurer Linda Saunders, Municipal Owned Lands.
Carried.

Direction was given to staff to place this item on future agenda for further discussion.

- 2.13 Report from Acting Deputy Clerk Laura Brandt, Outcome of Inclusive Community Grants Program
RESOLUTION 2021-116 Brunton-Smith
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report as presented from Acting Deputy Clerk Laura Brandt, Outcome of Inclusive Community Grants Program Submission, and approves the recommendations contained therein to transfer \$15,000 from the Asset Management Reserves for the installation of a Municipal Messaging Sign at the Ahmic Harbour Community Center in the 2022 Budget, and to transfer funds as needed from the Working Reserves to cover the remaining balance of the renovations at the Ahmic Harbour Community Centre, and to apply for a grant to complete an Age Friendly Community Plan.
Carried.

- 2.14 Township of Strong Support for Wendigo Lake Expeditions Inc Proposal Repurposing of Project D.A.R.E Facilities
RESOLUTION 2021-117 Hetherington-Kneller
WHEREAS the Council of the Municipality of Magnetawan would like to recognize the ongoing efforts of Wendigo Lake Expeditions (WLE);
AND WHEREAS WLE leverages expertise and a facility with an organizational foundation primed to continue to meet the changing needs of Youth at Risk while continuing its important contributions to our region;
AND WHEREAS, WLE is working to collaborate with various stakeholders;
NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan asks the Provincial and Federal government to prioritize the retention of this facility to continue its good work with Youth at Risk and/or become a centre for Youth Mental Health.
Carried.

- 2.15 Burk's Falls OPP Detachment Police Service Board Almaguin Council Survey
RESOLUTION 2021-118 Brunton-Smith
WHEREAS the Council of the Municipality of Magnetawan opts into being a part of the Burks Falls Detachment Police Services Board and responds to the survey as follows:
- | | | | |
|----|-------------------|------|----------|
| 1: | a) 5-member Board | Rank | <u>2</u> |
| | b) 7-member Board | Rank | <u>1</u> |
| | c) 9-member Board | Rank | <u>3</u> |
2. The Community Appointee – the Municipal Board members to appoint based on majority vote:
- (a) Advertise for a member of the public who has a vested interest in public safety such as a professional who can add expertise to the table
 - (b) Advertise for general public to apply.

3. a) Does your municipality have capacity to administer the Board and provide the Secretary? Yes or **No**
b) Do we create a part time ad-hoc position to be the secretary of the Board shared among all partners? Yes or **No**

Carried.

- 2.16 Correspondence received from Collin James 156 North Sparks Street
RESOLUTION 2021-119 Kneller-Hetherington
WHEREAS the Council of the Municipality of Magnetawan receives the correspondence from Collin James regarding a new use, "Outdoor Storage on Property" 156 North Sparks Street;
NOW THEREFORE BE IT RESOLVED THAT this request needs to be addressed through a Zoning By-law Amendment application.
Carried.
- 2.17 Almaguin Highlands Secondary School Graduations Awards Program
RESOLUTION 2021-120 Smith-Brunton
WHEREAS the Council of the Municipality of Magnetawan is supportive of our community schools and students and congratulates all of our graduates;
NOW THEREFORE BE IT RESOLVED THAT, the Council of the Municipality of Magnetawan authorizes a donation in the amount of \$100.00 for the Almaguin Highlands Secondary School Graduation Awards Program.
Carried.
- 2.18 Correspondence received from President Magnetawan Agricultural Society Leah Toth, Magnetawan Agricultural Society – Electricity to the Agricultural Barn
RESOLUTION 2021-121 Brunton-Smith
WHEREAS the Council of the Municipality of Magnetawan thanks Leah Toth, President Magnetawan Agricultural Society, for her correspondence – Electricity to the Agricultural Barn;
AND WHEREAS Council is supportive of the community groups within the Municipality and approves the request for hydro to the 'Barn';
NOW THEREFORE BE IT RESOLVED THAT, the Council of the Municipality of Magnetawan directs Staff to procure the services of an electrician for the installation of an electrical panel.
Carried.

MUNICIPAL BOARDS AND COMMITTEE MINUTES

- 3.1 Central Almaguin Planning Board (CAPB) Minutes March 17, 2021
3.2 Almaguin Highlands Health Centre (AHC) Minutes April 9, 2021
RESOLUTION 2021-122 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 Corporation of the Township of Hudson Support for Fire Departments
- 4.2 Correspondence from Victor Fedeli, MPP, Nipissing Vaccine Rollout
- 4.3 Ministry of Municipal Affairs and Housing Enhanced Enforcement and New Order under the Emergency Management and Civil Protection Act (EMCPA)
- 4.4 Correspondence from Lisa Morrison, Councillor Village of Burks Falls, Eastholme 2020 Year in Review
- 4.5 Update from Almaguin Highlands Health Council April 19, 2021
- 4.6 Lakeland Holding Ltd. Memorandum 2021 Q1 Shareholder Update
- 4.7 Q4 2020 POA Court Summary of Operations
- 4.8 Correspondence from OPP, MPB Financial Service Unit, Court Security and Prisoner Transportation Grant Update
- 4.9 First Quarter YTD Budget 2021
- 4.10 ICYMI Council Highlights April 7, 2021
RESOLUTION 2021-123 Hetherington-Brunton
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the correspondence items as copied and circulated.
And endorses item number 4.1 Corporation of the Township of Hudson Support for Fire Departments
Carried.

ACCOUNTS

- 5.1 Accounts in the amount of \$264,456.54
RESOLUTION 2021-124 Brunton-Smith
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the accounts in the amount of \$264,456.54 as presented.
Carried.

BY-LAWS

- 6.1 Site Plan Agreement Lanfer Minor Variance
- 6.2 Road Naming Cobalt Lane (6-7 Side Road)
- 6.3 Road Naming Harbour Lane (Ahmic Internet Tower)
- 6.4 Road Naming Hickory Lane (Cedar Croft Internet Tower)
- 6.5 2021 Fees and Charges By-law
RESOLUTION 2021-125 Hetherington-Brunton
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 Site Plan Agreement Lanfer Minor Variance
 - 6.2 Road Naming Cobalt Lane (6-7 Side Road)
 - 6.3 Road Naming Harbour Lane (Ahmic Internet Tower)
 - 6.4 Road Naming Hickory Lane (Cedar Croft Internet Tower)
 - 6.5 2021 Fees and Charges By-law*Carried.*

CLOSED SESSION

In accordance with Section 239(2) of the Municipal Act, 2001, S.O. 2001, c25, as amended, Council shall proceed into Closed Session in order to address matters pertaining to:

(b) personal matters about an identifiable individual

RESOLUTION 2021-126 Hetherington-Kneller

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan moves to a closed session at 2:40 pm pursuant to Section 239(2) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, Council shall proceed into Closed Session in order to address matters pertaining to: (e) litigation or potential litigation.

Carried.

RESOLUTION 2021-127 Brunton-Smith

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan returns to open session at 3:00 pm.

Carried.

CONFIRMING BY-LAW AND ADJOURNMENT

7.1 Confirm the Proceedings of Council and Adjourn

RESOLUTION 2021-128 Smith-Hetherington

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 3:05 pm to meet again on Wednesday, May 19, 2021 at 1:00 pm or at the call of the Chair.

Carried.

Approved by:

Mayor

Clerk

REPORT TO COUNCIL

TO : Mayor and Council

FROM : Brian Horsman CBO

RE : Annual Report on Building Permit Fees

DATE : April 19, 2021

Background : Subsequent to Section 1.9 of Part 1 Division C of the Building Code (attached --- which requires an annual report on permit fees to be provided to Council) please find enclosed the information and recommendations for Council's consideration.

Consideration : Please refer to the year end report on Building Activity for 2020. Our intention to grow the department has been well established and growth this year will be through the implementation of the Policy Manual and our advancement of the Succession Plan Strategy which has and will increase our expenditures.

We continue to strive to bring permit fees closer to a User Fee, however, as we anticipate growing pains and with fluctuation in the construction industry activities, our obligations to provide service levels remain constant. As we enhance our service level we must be considerate of the cost to provide the service.

I have reviewed the fee schedule of Building By-law No. 2019-29 and suggest that we increase the values shown in the Construction Cost Guidelines as shown in Schedule "B" of

the By-Law. The revised guidelines is a reflection of a more realistic base to determine permit fees while leaving the Cost Guidelines as is for this year.

The cost of construction guidelines are primarily used to determine building permit fees , however they are also used to provide a more accurate building activity for Stats Canada Reporting and an indicator of our local economy. A number of ministries, agencies, financial institutions, investment groups, etc. use our information to plan, predict and determine future growth and variations in local, provincial and national economy.

The purpose of this report is to determine whether to increase, decrease or leave fees as they are for 2021. In 2020 we issued 59 permits through a Shared Service Agreement. Our year end Building Activity Report indicates we generated \$183,769.00. (skewed by deferred revenue from 2019 plus revenue from a short term rental of services to McMurrich/Monteith --- \$33,287.00 , plus \$10,000.00 in double permit fees for building without a permit.) which exceeded our projected revenue of \$102,666.00. We continue to utilize a three year rolling average to predict building activities and revenues. The cost to operate the Building Department for 2020 was approximately \$157,513.00. We had a good year for 2020 and our expectations for 2021 is the same or better. The projection for 2021 indicates a permit fee revenue of approximately \$127,400.00 based on 61 permits and our expenditures are estimated to be \$197,700.00. Expenditures have increased largely due to our development of the Succession Plan and implementation of our Administrative and Operational Policy obligations. (Additional expenditure for 2021 --- 25% of a Building Inspectors salary plus 50% shared salary of an administrative assistant.) I am recommending an increase in the Construction Cost Guidelines and a revision to the Special Inspection Fee to include those inspections to determine the status of Dormant Files.

FURTHER CONSIDERATION: I am proposing the following options for Council's consideration:

Option (1) Revise Schedule "B" to By-Law 2019-29 to increase Construction Cost Guidelines as shown on the attached revised schedule , also a revision to Special Inspections category under Cost Guidelines by adding to the end of the sentence " OR to determine the status of Dormant Files "

Option (2) No changes to Schedule "B" of By-Law 2019-29

Option (3) Change the Cost Guidelines by increasing the Base Cost to \$200.00, non-refundable, plus \$16.00 per thousand.

Option (4) Revise Schedule “D” of By-Law 2019-29 by revising sentence (2) to read “ Application filed , 50% refund maximum , where plans have been reviewed and/or permit is issued.

Option (5) Revise Schedule ‘D’ of By-Law 2019-29 by adding sentence (3) “Application Deemed to be abandoned, 50% refund maximum” Also add the definition of Abandoned application to sentence (2) (By-Law 2019-29) Definition to read “ Abandoned means where an incomplete application remains incomplete for 3 months (90 days) without any attempt to complete the application “

RECOMMENDATION : 1) That Council select Option No.1 , No. 4 and No. 5.

2) That Council accept the report from the Chief Building Official

SCHEDULE "B"

By-law 2019-29

PERMIT FEE SCHEDULE (revised Motion 2020-66*)

Cost Guidelines

- \$100.00 + \$15.00 per Thousand
- \$100.00 Change of Use Permit- Inspection fee only with no Building Permit Issued
- \$100.00 Transfer Permit
- \$100.00 Searching of Records (Building and Zoning compliance letters) + HST
- \$100.00 Re-inspection
- \$50.00 Per page for review of revised plans or plans submitted with application and no permit issued
- \$100.00 +\$50.00 per page for review of revised plans and/or documents to amend an existing Building Permit
- \$200.00 Application fee for Alternative Solution Design
- \$200.00 Special Inspection Fee to inspect buildings or structures where a request has been made for a final inspection or occupancy/use where the permit has been inactive for more than one year *OR to determine status of Dormant Files*

CONSTRUCTION COST GUIDELINES - cost per square foot of floor area

Residential Unit:

Single Storey House	\$ 175.00 minimum per square foot - 200.00
Two Storey House (1st floor)	\$ 150.00 minimum per square foot - 175.00
Each Additional Storey	\$ 75.00 minimum per square foot - 100.00
Attached Garage	\$ 40.00 minimum per square foot - 50.00

Cottage / Recreational Dwelling:

Dwelling with Basement	\$ 175.00 minimum per square foot - 200.00
Dwelling on Piers / Frost Wall	\$ 125.00 minimum per square foot - 150.00
Dwellings on Slab	\$ 125.00 minimum per square foot - 150.00
Each Additional Storey	\$ 75.00 minimum per square foot - 100.00

Garage / Farm Buildings:

Garage / Shed on Slab	\$ 40.00 minimum per square foot - 50.00
Garage / Shed no floor	\$ 30.00 minimum per square foot - 40.00
Barns / Outbuildings located on Assessed Farm Lands	\$25.00 minimum per square foot

Commercial - Industrial:

Based on cost priceor \$95.00 minimum per square foot

SCHEDULE "D"
By-law 2019-29
REFUNDS

Status of Permit Application Percentage of Fee Eligible for Refund

1. Application filed, 75% maximum No processing of review of plans submitted
2. Application filed, 50% maximum Plans reviewed and permit issued *and/or*

NOTE:

1. No refunds after any building inspections are carried out.
2. No refund shall be less than \$50.00 by the Municipality of Magnetawan.
3. No refund will be given when application for refund is not made within twelve (12) months of the issuance of permits.
4. No refund of the "costs" portion of any permit will be made.
5. **\$100.00 Application Fee is nonrefundable.**

add definition of abandoned permits as noted in report

Section 1.9. Fees

1.9.1. Fees

1.9.1.1. Annual Report

- (1) The report referred to in subsection 7(4) of the Act shall contain the following information in respect of fees authorized under clause 7(1)(c) of the Act:
- (a) total fees collected in the 12-month period ending no earlier than three months before the release of the report,
 - (b) the direct and indirect costs of delivering services related to the administration and enforcement of the Act in the area of jurisdiction of the *principal authority* in the 12-month period referred to in Clause (a),
 - (c) a breakdown of the costs described in Clause (b) into at least the following categories:
 - (i) direct costs of administration and enforcement of the Act, including the review of applications for permits and inspection of *buildings*, and
 - (ii) indirect costs of administration and enforcement of the Act, including support and overhead costs, and
 - (d) if a reserve fund has been established for any purpose relating to the administration or enforcement of the Act, the amount of the fund at the end of the 12-month period referred to in Clause (a)
- (2) The *principal authority* shall give notice of the preparation of a report under subsection 7(4) of the Act to every person and organization that has requested that the *principal authority* provide the person or organization with such notice and has provided an address for the notice.

1.9.1.2. Change of Fees

- (1) Before passing a by-law or resolution or making a regulation under clause 7(1)(c) of the Act to introduce or change a fee imposed for applications for a permit, for the issuance of a permit or for a maintenance inspection, a *principal authority* shall,
- (a) hold the public meeting required under subsection 7(6) of the Act,
 - (b) ensure that a minimum of 21 days notice of the public meeting is given in accordance with Clause (c), including giving 21 days notice to every person and organization that has, within five years before the day of the public meeting, requested that the *principal authority* provide the person or organization with such notice and has provided an address for the notice,
 - (c) ensure that the notice under Clause (b),
 - (i) sets out the intention of the *principal authority* to pass the by-law or resolution or make a regulation under section 7 of the Act and whether the by-law, resolution or regulation would impose any fee that was not in effect on the day the notice is given or would change any fee that was in force on the day the notice is given,
 - (ii) is sent by regular mail to the last address provided by the person or organization that requested the notice in accordance with Clause (b), and
 - (iii) sets out the information described in Clause (d) or states that the information will be made available at no cost to any member of the public upon request, and
 - (d) make the following information available to the public:
 - (i) an estimate of the costs of administering and enforcing the Act by the *principal authority*,
 - (ii) the amount of the fee or of the change to the existing fee, and
 - (iii) the rationale for imposing or changing the fee.

REPORT TO COUNCIL

TO : Mayor and Council

FROM : Matthew Clouthier, Acting Chief Building Official

RE : Building Activity Report as of January 1, 2021

DATE : February 11, 2021

Background : 1) Total permits as of January 1, 2020 ----- 77

2) Total permits as of January 1, 2021 ----- 59

2) Category of permits issued:

New Cottages/Houses -----	18
New Commercial -----	2
New Farm -----	3
New Garage/Boathouse ---	15
Additions/Renovations ---	20
Demolition -----	8

3) Construction value of permits as of January 1, 2020 \$10,988,817.00
Construction value of permits as of January 1, 2021 \$8,296,210.00

4) Building Permit fees as of January 1, 2020 --- \$168,390.40
Building Permit fees as of January 1, 2021 --- \$141,733.25

Consideration : Year over year comparison

Building Department Rates and Fees

Fees are not subject to HST

Building/ permit type	Description	Fee	Unit
The rate to be levied against each \$1000.00 of construction value shall be \$14.50 plus, a base fee of \$140.00. Fees will be rounded to the nearest dollar.			
Residential/Seasonal Dwellings	Single storey finished	\$140.00	Per square foot
	Each additional storey including walkout basements	\$70.00	Per square foot
Accessory Buildings	Garages, storage, boathouses	\$35.00	Per square foot
	Porches, carports, sun decks, balconies	\$25.00	Per square foot
	Solariums, sunrooms, bunkies,	\$50.00	Per square foot
Commercial/Industrial/ Institutional	Principal building	\$95.00	Per square foot
	Accessory	\$40.00	Per square foot
Designated Structures	As per Div.A.1.3.1.1. OBC	Based on cost	Based on cost
Farm Buildings	On assessed land	\$25.00	Per square foot
Foundation-new or replacement	Full height	\$25.00	Per square foot
	Crawl space, frost wall, piers	\$20.00	Per square foot
Class of Permit	Construction/addition	See above	Based on type of construction
	Alteration, repair and installation	Based on cost	Based on cost
	Chimney, fireplace, woodstove	\$150.00	Flat fee
	Demolition	\$150.00	Flat fee
	Change of use	\$100.00	Flat fee
	Plumbing	\$100.00	Flat fee
	Docks	\$100.00	Flat fee
	Other	Permit transfer, special inspection	\$100.00
Conditional Permit	\$100.00 plus additional fees based on class of construction	\$100.00	See description
Alternative Solution Design	Plus other applicable fees	\$200.00 + other applicable fees	See description
Building without a permit	At the Chief Building Official's discretion	Fees doubled	based on calculated fees
Revised drawings		\$50.00	Per revised page
Inactive Permit	Three (3) years or more	\$200.00	Flat fee
Refunds- application for refund must be made within six (6) months of issuance of permit(s)	Application filed not processed	75%	of fee paid
	Application filed and processed	50%	of fee paid
	If less than \$100	0	no refund
Minimum Fee for All Structures		\$140.00	flat fee
Road Damage Deposit	Note: details and policy TBD	\$1,000.00	Refundable at the discretion of the Municipality
Re-inspection (per incident)	Inspection requested and CBO arrives at job site and the Phase to be inspected is not ready.	\$50.00	Flat fee

The Chief Building Official may place a valuation on the cost of the proposed work as per Section 5 of the Municipality of Whitestone By-Law No. 32-2015.

**THE CORPORATION OF THE TOWNSHIP OF STRONG
 BY-LAW 2011-013; Building By-Law
 as amended May 8, 2018
 SCHEDULE "B" – PERMIT FEE SCHEDULE
 EFFECTIVE JANUARY 1, 2020**

Cost Guidelines

\$100.00	+ \$15.00 per Thousand
\$100.00	Change of Use Permit – Inspection fee only with no Building Permit Issued
\$100.00	Transfer Permit
\$100.00	+ \$14.00 per thousand of project value for Conditional Permit
\$100.00	Searching of records (Building and Zoning compliance letters)
\$100.00	Re-inspection
\$100.00	Pre-site inspection fee
\$50.00	per page for review of revised plans or plans submitted with application and no permit issued
\$50.00	Letter of compliance on issued orders
\$200.00	Application fee for Alternative Solution Design
\$200.00	Special Inspection Fee to inspect buildings or structures where a request has been made for a final inspection or occupancy/use where the permit has been inactive for one year and/or the permit is three years or older
\$1,000.00	minimum fee for any major alteration to a dwelling

BUILDING WITHOUT A PERMIT – CONSTRUCTION STARTED WITHOUT OBTAINING A PERMIT FEES ARE DOUBLED

CONSTRUCTION COST GUIDELINES – cost per square foot of floor area

Residential Unit:

Single Storey House	\$135.00 minimum per square foot
Two Storey House (1 st floor)	\$135.00 minimum per square foot
Each Additional Storey	\$75.00 minimum per square foot
Attached Garage	\$40.00 minimum per square foot

Cottage / Recreational Dwelling:

Dwelling with Basement	\$135.00 minimum per square foot
Dwelling on Piers / Frost Wall	\$125.00 minimum per square foot
Dwellings on Slab	\$125.00 minimum per square foot
Each Additional Storey	\$75.00 minimum per square foot

Garage / Farm Buildings:

Garage / Shed on Slab	\$40.00 minimum per square foot
Garage / Shed no floor	\$30.00 minimum per square foot
Barns / Outbuildings located on Assessed Farm Lands	\$25.00 minimum per square foot

Commercial – Industrial:

Based on cost price.....or	\$95.00 minimum per square foot
----------------------------	---------------------------------

Renovations:

To obtain a Building Permit, it is necessary to first apply and receive the following:

1. A septic permit for a class 4 Sewage system from the North Bay Mattawa Conservation Authority in all areas not serviced by Municipal Sewers and for Buildings that require plumbing facilities.
2. An Entrance Permit or Culvert Permit from the Municipality if necessary.
3. An Entrance Permit or Building Permit from the Ministry of Transportation if the property fronts onto a Provincial Highway or Secondary Highway or is within 1000 feet of a highway Intersection or is in the Vicinity of the New 4 Laning of Highway #11.
4. A legal Survey may be required if the survey stakes are not clearly visible to the Chief Building Official.



Municipality of Magnetawan

NOTICE OF PUBLIC MEETING

**Wednesday, May 19, 2021
at 1:00 p.m.**

**Magnetawan Community
Centre, 4304 HWY 520,
Magnetawan**

It is in the intention of the Municipality of Magnetawan to pass a by-law under section 7 of the Building Code Act to change fees imposed for applications for a building permit. Any person who attends has an opportunity to make representations with respect to this matter. Information describing the changes is available to any member of the public upon request at the

***Municipality of Magnetawan
4304 HWY 520,
Magnetawan, Ontario P0A 1P0
PH# 705-387-3947***

www.magnetawan.com

Municipality of Magnetawan
2019

*Building
Dept*

Total Revenue	-	\$171,766.90
Total Expenses	\$	136,814.24
	-	\$34,952.66
Less:		
Hydro and heat	\$	398.28
Office wages etc	\$	2,000.00
Insurance	\$	8,087.99
Surplus	-	\$24,466.39

The total square footage of the building is 12,076 with 30% of the space or 3,597 square feet allocated to the office space. Of the office space, the building department uses approximately 5% and we allocate this percentage of heating and hydro costs to the building department. approx \$2000 for admin costs ie wages,

Heating costs	\$11,038.10
Hydro costs	\$15,513.99
Total	\$26,552.09
	x 30%
	7965.63
	x 5%
	398.28

Estimate \$2,000 for admin costs ie: wages, office supplies

Insurance					
Cyber liability	\$3,600.00	Property	\$3,131.00	Liability	\$50,938.24
	x 2/11		x 5%		x 2/14
	\$654.55		156.55		\$7,276.89
	based on 2	Based on sq ft		Based on # of	
	computers			employees in	
	out of 11 in office			office & Council	
			Total insurance		
			\$8,087.99		

Municipality of Magnetawan
2020

Total Revenue	-	\$164,757.06
Total Expenses	\$	149,061.31
	-	\$15,695.75
Less:		
Hydro and heat	\$	345.05
Office wages etc	\$	2,000.00
Insurance	\$	8,107.44
Surplus	-	\$5,243.26

*Building
Rept*

The total square footage of the building is 12,076 with 30% of the space or 3,597 square feet allocated to the office space. Of the office space, the building department uses approximately 5% and we allocate this percentage of heating and hydro costs to the building department. approx \$2000 for admin costs ie wages,

Heating costs	\$11,038.10
Hydro costs	\$11,965.16
Total	\$23,003.26
	x 30%
	6900.98
	x 5%
	345.05

Estimate \$2,000 for admin costs ie: wages, office supplies

Insurance					
Cyber liability	\$3,600.00	Property	\$3,520.00	Liability	\$50,938.00
	x 2/11		x 5%		x 2/14
	\$654.55		176.00		\$7,276.89
	based on 2 computers out of 11 in office	Based on sq ft		Based on # of employees in office & Council	
			Total insurance		
			\$8,107.44		

Report To Council

To: Mayor and Council

From: Brian Horsman, CBO

Re: Update regarding the hiring of a Building Inspector

Date: May 12, 2021

Background: Further to our Succession Planning Strategy we have advertised for the position of a Building Inspector. To date we have advertised twice (2) with no success. We are experiencing a shortage of Building Inspectors, as a result there is a bidding war going on between municipalities. A recent posting for a entry level inspector was offering a salary in excess of \$100,000.00

Consideration: Given the situation I have reached out to the Ministry of Municipal Affairs and Housing regarding an Internship Program for a Building Inspector. I have also reached out to the Communications Director of the Ontario Building Officials Association (OBOA) to secure a link to Colleges supporting engineering and architectural programs.

Further Consideration: I am investigating the availability of a grant to help fund the Internship. However I am recommending that we amend our Job Description to reflect the Internship Program including a multilevel scale of pay. The pay scale would be \$70,000.00 to \$80,000.00.

The Town of Kearney has supported this proposal at their most recent Council Meeting.

Recommendation: That Council direct the Chief Building Official to pursue the Internship Program to attract a graduate candidate from an engineering or architectural technology program to apply for the position of Building Inspector.



Town of Kearney

8 Main Street PO Box 38 Kearney ON POA 1M0

TOWN COUNCIL RESOLUTION

MOVED BY: C Phillip SECONDED BY: [Signature]

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney authorizes Staff to pursue an invitation to the Post Secondary Institutions to encourage graduating students to apply for an Internship with the Town of Kearney, for the position of Building Inspector;

AND FURTHER that the Building Inspector job description remain as attached hereto;

AND FURTHER Council suggests that additional positions be added to the Collective Agreement to address the progressive levels for this Building Inspector entry level position;

AND FURTHER Council supports a salary range of \$70,000 to \$80,000 for this position.

DEFERRED

WITHDRAWN

DEFEATED

CARRIED

RECORDED VOTE Requested by: <u>Carol Ballantyne</u>			
Member	Yes	No	Absent
PHILIP, Cheryl	✓		
RICKWARD, Mike	✓		
STERMSEK, Liz	✓		
ZIRALDO, Paul			✓
BALLANTYNE, Carol <i>Mayor</i>	✓		

Mayor: [Signature]

Date: April 30, 2021

Res No: 3.1.2/30/04/2021



Position Title: Building Inspector/Plans Examiner
Department: Building Services Dept.
Reports To: Chief Building Official

Position Summary

- Carry out plans review and inspection services of housing to ensure compliance with the *Building Code Act*, Ontario Building Code, and other applicable law consistent with established policies, practices and procedures as directed by the Chief Building Official

Key Duties and Responsibilities

- Ensure compliance with the Building Code Act, Ontario Building Code and other applicable law through plans examination and field inspection services of all building types consistent with established policies, practices and procedures as directed by the Chief Building Official.
- Provide verbal and written advice and/or information to the Building Permit process, Building Code Act, Ontario Building Code, Zoning By-laws and other applicable law.
- Liaise with other Departments and agencies to minimize processing time of building permit applications
- Prepare and issue Orders pursuant to the Building Code Act
- Prepare documentation for legal proceedings and provide evidence in court.
- Respond to written inquiries from solicitors with regard to occupancy, outstanding Orders, zoning by-law compliance and compliance with other applicable laws and agreements.
- Maintain qualifications as required for a General Legal Inspector under the Building Code Act in the categories of qualifications for House, Plumbing – House, HVAC- House, and Building Structural
- Maintain effective and co-operative liaison with developers, public, consultants, Council, Town Staff, provincial ministries and agencies, ratepayers groups and the general public
- Effectively liaise with ratepayers and the public in an effective and courteous manner regarding the Ontario Building Code, municipal zoning by-laws, applicable law, agreements and other programs, policies and procedures of the Department.
- ~~work in cooperation with staff~~
Orientate and mentor new staff on Departmental policies, practices and procedures.
- Display and promote positive Team Player attitudes and actions. This includes positive communications with supervisors and other Town staff regarding ideas and initiatives to enhance workplace and Town services

- Keep informed on municipal building, plumbing and related matters including legislation, regulations, practices, procedures, etc. to attend seminars, workshops, conferences and courses as required.
- Work in compliance with the Occupational Health and Safety Act and regulations, the Town of Kearney and Municipality of Magnetawan Health and Safety policies and procedures as well as established guidelines.
- Perform other duties as may be assigned in accordance with corporate objectives.

Job Details

Hours of Work: Standard work week (35 hours) with a 1 hour lunch break *-signalling 40 hrs per wk*

Direct Reports: 0

Overtime: Applicable

Driver's License Required: No: _____ Yes: X Class: G

Education and Experience:

- 3 year post-secondary diploma in Architectural or Engineering Technology or approved equivalent.
- Completion of Ministry of Municipal Affairs & Housing Courses/Programs and pass Provincial Examinations for "General Legal/Process – CBO", "House", "Plumbing – House", "HVAC – House" and "Building Structural"
- CBCO Certification with the Ontario Building Officials Association or BCQ Certification
- Minimum of 3 years of Ontario Building Code Inspection/plans examination experience

rec'd
500
Jun 13, 2021
May 10, 2021 2500



MUNICIPALITY OF
MAGNETAWAN

JAN 15 2021

RECEIVED

**Road Closing Application
Authorized Under By-Law 2006-11
(Purchase of Road Allowance)**

- Purchase of Original Road Allowance
- Purchase of Original Shore Road Allowance (shoreline)

1. Name of Applicant

Collin James

2. Mailing Address of Applicant

60 James St. Magnetawan

3. Telephone Number and Email address of Applicant:

705-783-9540

jamesway.collin@gmail.com

4. Owner's Property Description and Address.

Plan 319 LOTS 18 AND 19 W James St

Plan 319 LOT 17 SOUTH WATER ST S/S

5. Roll Number

494402000206800

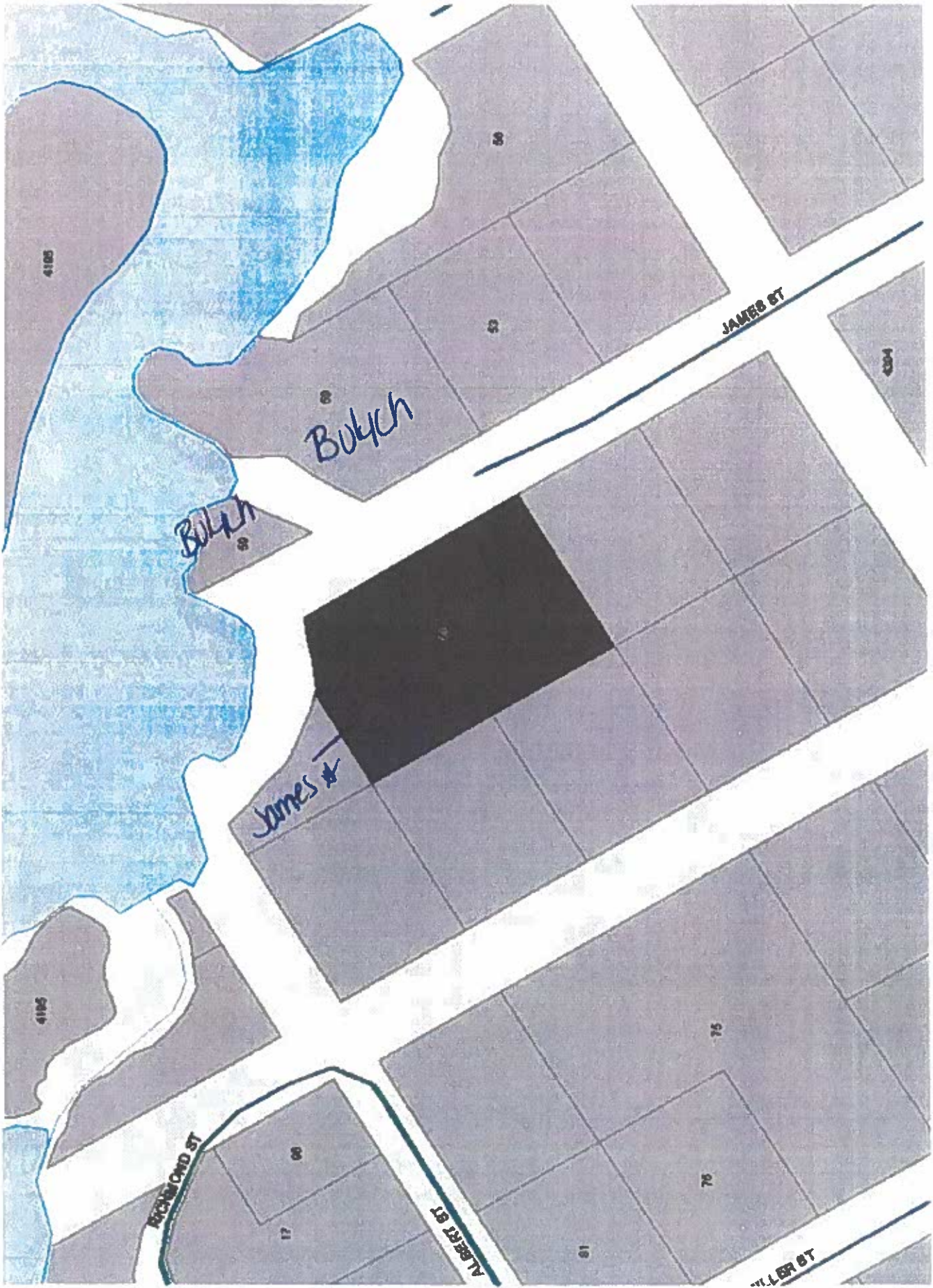
494402000206900

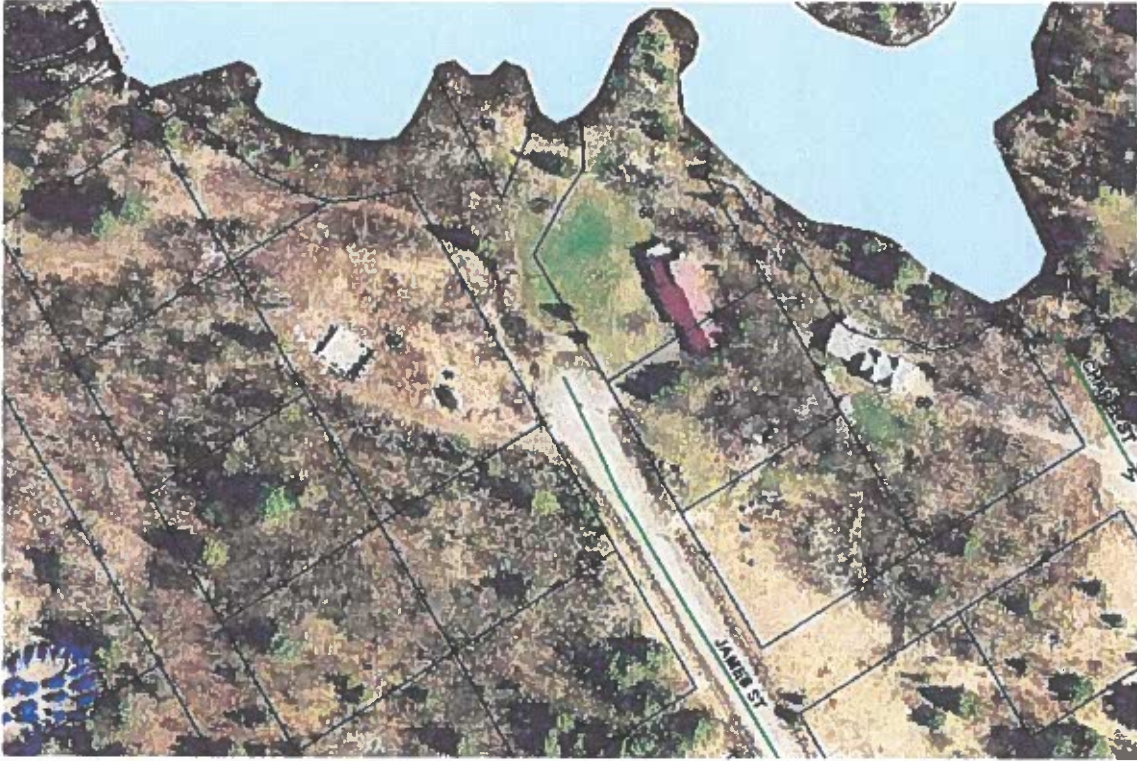
7. Names and addresses of Adjacent Owners (each side):

Cathy Loree 341.59 James St.

Sketch of lands pertaining to this Application (or attach)







ORIGINAL APPLICATION & FEE

SENT IN JAN 13, 2021 CHEQ# 434



REPORT TO COUNCIL

To:	Mayor and Council
From:	Parks & Maintenance Manager Steve Robinson
Date of Meeting:	May 19, 2021
Report Title:	Award of Proposal 2021-03 Commercial Tractor

Recommendation: THAT Council receives and approves this report as presented and awards the Commercial Tractor RFP 2021-03 to Tracks and Wheels in the amount of \$48,096 + HST.

Background: Currently the 2003 John Deere 4110 tractor is used for bucket work, cemetery clean up work, brushing work, boat ramp gravel spreading work, beach work, rebuilding walkways, and can interchange with the snow blowing attachment for sidewalks and parking lots. The 2003 John Deere 4110 tractor hydrostatic transmission pump failed while trying to bucket the frozen chunks of ice off the sidewalks. To replace the pump is very costly estimated at \$9,000 as the removal of the cab and splitting of the tractor is required to complete the repair. Council approved the replacement of this tractor.

The RFP Commercial Tractor 2021-03 was posted on the Municipal Website requesting proposals be submitted for a Commercial Tractor including cab, commercial snowblower and loader bucket.

Three submissions were received at the Municipal Office:

Evaluation:

	Model	Price
Tracks and Wheels	Kubota	\$48,096 + HST
Arnstein Lawn and Garden	Mahindra	\$45,843 + HST
RC Weidmark Services	LS	\$38,842 + HST

Financial Implications:


\$50,000 was allocated under capital expenditures in the 2021 Budget

Conclusion:

The Parks & Maintenance Manager recommends that Council awards this tender to Tracks and Wheels at their bid price of \$48,096 + HST

Respectfully Submitted,

Steve Robinson
Parks & Maintenance Manager

 <p data-bbox="228 310 492 401">Municipality of Magnetawan</p>	<p data-bbox="776 233 1187 268">REPORT TO COUNCIL</p>
<p data-bbox="188 407 245 443">To:</p>	<p data-bbox="558 407 849 443">Mayor and Council</p>
<p data-bbox="188 453 285 489">From:</p>	<p data-bbox="558 453 922 489">Fire Chief Joe Readman</p>
<p data-bbox="188 499 448 535">Date of Meeting:</p>	<p data-bbox="558 499 776 535">April 28, 2021</p>
<p data-bbox="188 546 383 581">Report Title:</p>	<p data-bbox="558 546 1068 581">Quarterly Fire Department Report</p>

Recommendation: THAT Council receives and approves this report as presented.

We seem to be on par with call volume this year compared to years past. The early spring and continued stay at home orders may contribute to higher call volume throughout summer. Regardless Magnetawan Fire is ready to handle the needs of the community.

Covid-19 update:

We continue to follow all Covid guidelines and recommendations as they are released. Some of our staff did get the first round of vaccine as we qualified as Medical First Responders in stage 1 and are now waiting for the second dose.

General update:

- A new recruitment package/application is almost completed and should be available by the end of April with the hope of recruiting new members, with an emphasis in the Station 2 area.
- Over the winter Station 2 has been completely cleaned out and a new coat of paint applied, again with hopes of recruiting new members in that area.
- We have created a Health and Safety Committee as required by the Act. This group of staff led by our Deputy Chief has brought us to compliance.

Upcoming:

- New tanker is scheduled to arrive end of May.
- 8 of our staff will be writing NFPA exams May 1st these exams are the first step in becoming NFPA Certified. We will have another write later this summer and practical evaluations this fall.
- Firepro2 will soon be installed and is a step towards modernizing our department and reducing countless hours of paperwork.

Training:

- We will be training on both a virtual format and in person as required over the next few months. The Ministry of Labour has recommended that if we can train virtually please do so. If in person

training is needed for new equipment or practical skills that can not be achieved virtually, all Covid guidelines must be followed.

-We are looking at options for live fire training as the Ontario Fire College has closed leaving us limited options. We have booked one of the Provinces new mobile burn units with a date in November. At this time, I don't believe this option will work for us in the future due to high the demand of these units.

Fire rating:

-Current Fire Rating is set to Moderate, we will be closely monitoring the conditions and adjust accordingly.

-All Fire Rating signs in the Municipality have been replaced with new signs. The intention is to keep the community up to date on the current rating. We added a few new locations including both landfill sites.

CEMC:

-Waiting for provincial direction on this year's mandated requirements.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Joe Readman', written over a horizontal line.

Joe Readman,
Fire Chief.

Moved by: _____

Seconded by: _____

WHEREAS, the Council of the Municipality of Magnetawan has successfully run previous Hazardous Waste Days with Brendar Environmental Inc;

AND WHEREAS, Section 4.1.1 of the Municipality’s Procurement By-law outlines that Council has ultimate authority over expenditures;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves using Brendar Environmental Inc. for the 2021 Hazmat Day proposed on Sunday, July 11, 2021 with the costing of \$1,995 per event, \$385 per truck, plus specific costs per item disposal.

Carried _____ Defeated _____ Deferred _____

Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

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



REPORT TO COUNCIL

To:	Mayor and Council
From:	Public Works Superintendent Scott Edwards
Date of Meeting:	May 19 2021
Report Title:	Landfill / Recycle Fencing Project

Recommendation: THAT Council receives and approves this report as presented, and authorizes Staff to purchase the fencing for both landfills from Muskoka Fence at a cost \$30,007 + HST transferring \$2,007 from Landfill Materials/Supplies 4020-2010 to cover the budget shortfall.

Background:

In the 2021 Budget the Public Works Superintendent was approved to replace the existing gates/fencing and extend the length of fencing to deter trespassing. This was approved for both the Croft and Chapman Landfill Sites at a cost of \$14,000 per site for a combined total of \$28,000.

Evaluation:

Quotes were obtained as follows:

M-W Fence Contractors
Estimated Cost \$29,730 + HST

Muskoka Fence
Estimated Cost \$30,007 + HST

Canor Construction
Estimated Cost \$44,968 + HST

Financial:

All quotes came in over budget by at approximately \$2,000 and up. The overage can be transferred from Landfill Materials/Supplies 4020-2010 to cover the budget shortfall.

Conclusion:

The Public Works Superintendent recommends awarding Muskoka Fence at \$30,007 + HST based on reputation and they were the only Contractor to visit both sites and has a clear understanding of the Project.

Respectfully Submitted,

Scott Edwards
Public Works Superintendent



REPORT TO COUNCIL

To:	Mayor and Council
From:	Public Works Superintendent Scott Edwards
Date of Meeting:	May 19, 2021
Report Title:	Ahmic Harbour Cross Walk and 3 Way Stops

Recommendation: THAT Council receives and approves this report as presented and approves the recommendation from the Public Works Superintendent to install a 3 Way Stop Pedestrian Crossing in Ahmic Harbour at a cost of \$3,310, with the funds coming from the Ontario Community Infrastructure Fund (OCIF).

Background:

This report is to address the concerns of the Residents of Ahmic Harbour and present a viable solution to safe crossing of noted locations. At the April 7th Council Meeting the Public Works Superintendent was directed by Council to investigate a solution for safe crossing at 2 locations of concern: one being Ahmic Street to be able to cross the street to the Community Mailbox and the other George Street to access the Public Beach.

Evaluation

Attached are the Traffic Studies for both August 2020 and April 2021. The studies do indicate higher traffic levels and speeds during the summer months, an increase in vehicles from 365 daily in April to 1,188 in August.

Average speeds are from 21kph in April and up to 46kph in August -- all in a 50kph posted section of roadway. Broken down to the 85th Percentile, the average speed in April is 29.9kph and in August 52.9 kph. The highest amounts of speeding were obtained during August at 72kph which included with the remaining offenses came to a 14% increase of Enforceable Violations. While a Traffic Study can give conclusive data as to speeds, it does not encompass drivers' habits that lead to the concerns, hence the consideration of a Crosswalk.

The main concern from the Resident was in regard to safely crossing the road to pickup their mail and second was to be able to safely cross to the Park/Beach. Safe crossing could be accomplished with a 3 Way Stop at Ahmic Lake Rd, George St and Ahmic St and/or 2 separate Crosswalks with Flashing Sign Boards and Sharks Teeth Paint Markings at the areas of concern.

Financial Implications:

1. Install a 3 Way Stop by adding 2 additional Stop Signs, Crosswalk Lines, Stop Bars and Advanced Pedestrian Crossing Ahead at the Ahmic St, George St and Ahmic Lake Road Intersection. Cost of yearly Line Painting for this Project would be \$420 to be budgeted yearly from the Roads Safety Devices Line Painting 3061-3050.

Estimated Cost for installation \$3,310.

2. Install two Identical Crosswalks similar to the one that the Village of Magnetawan has at the Post Office on South Sparks Street being a Crosswalk with Sharks Teeth, Push Button Rectangular Rapid Flash Beacon Signs and Advanced Cross Walk Ahead Signs.

Estimated Cost \$25,203 for both.

Financial Implications: This project was not budgeted for in 2021. It is recommended that the funds be drawn from the yearly allocation awarded to the Municipality from the Ontario Community Infrastructure Fund.

Conclusion:

The Public Works Superintendent recommends starting with Option 1 install a 3 Way Stop with Crosswalk Paint Markings. A three-way stop would ensure the traffic stops completely with pedestrians having opportunity to cross safely and then travel to the mailbox or beach/park. As a stop sign does not rely on power, the ongoing maintenance is minimum being sign reflectivity and line painting. Cost of yearly line painting for this project would be \$420 to be budgeted yearly from the Roads Safety Devices Line Painting 1-4-3061-3050.

As staff will be ordering and installing stop signs the Public Works Superintendent further recommends the installation of a third stop sign on Sparks Street at the two-way stop thus creating a three-way stop located on Nipissing Road and South Street to alleviate driver confusion.

Respectfully Submitted,

Scott Edwards
Public Works Superintendent

SPEED DATA ANALYSIS

Location



Latitude: 0.000000
Longitude: 0.000000

Analysis Time Period



Start	End
2020-08-21 1:28 PM	2020-08-28 7:13 AM

Vehicles Analyzed



1,188

Speed Limit



50

Total Enforceable Violations



170

Average Speed



46

% Enforceable Violations



14%

Fastest Speed



72

Enforcement Rating

MEDIUM

Slowest Speed



11

SPEED DATA ANALYSIS

Location



Latitude: 0.000000
Longitude: 0.000000

Analysis Time Period



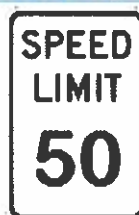
Start	End
2021-04-15 12:11 PM	2021-04-27 1:41 PM

Vehicles Analyzed



365

Speed Limit



50

Total Enforceable Violations



0

Average Speed



21

% Enforceable Violations



0%

Fastest Speed



40

Enforcement Rating

LOW

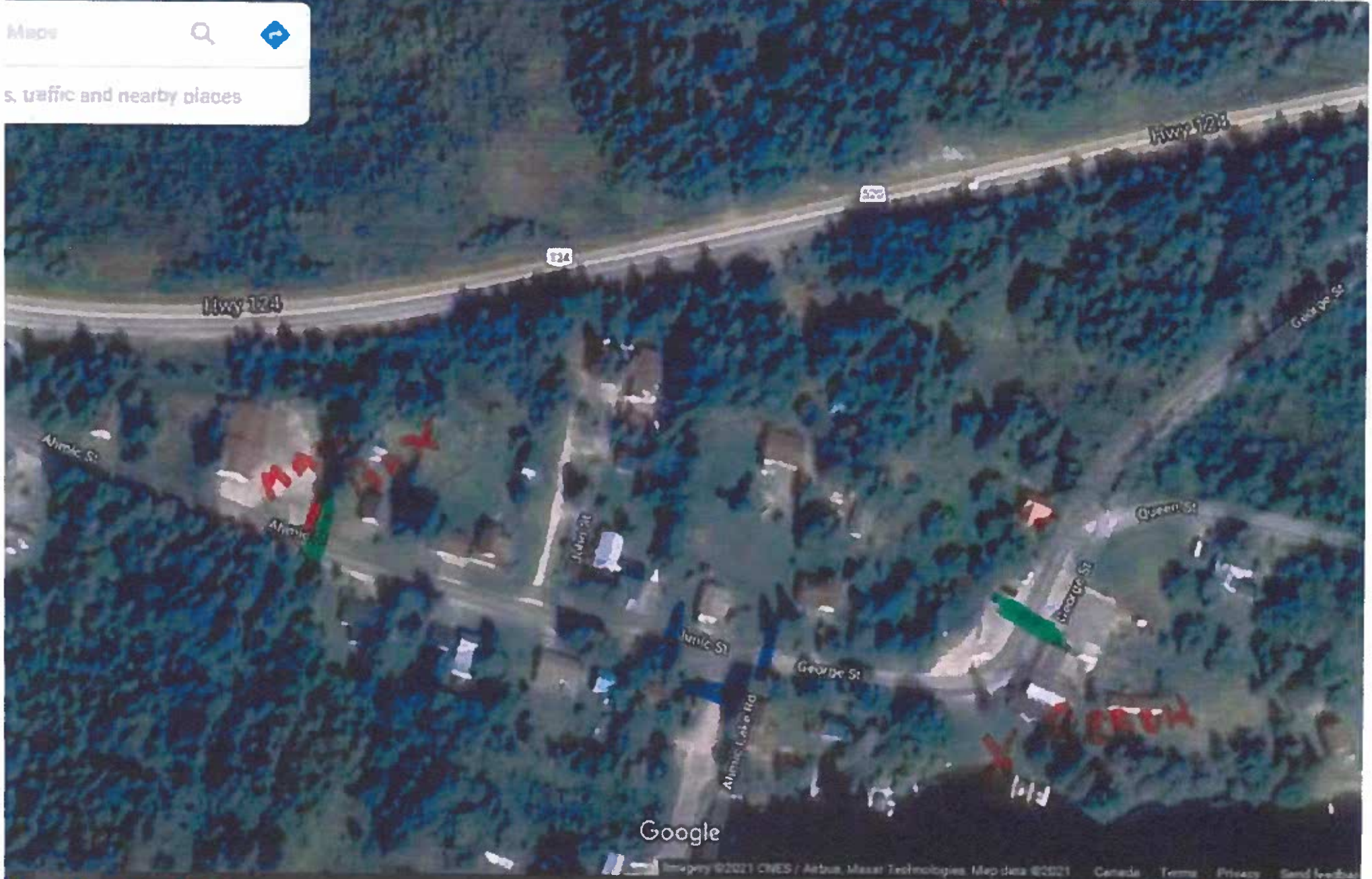
Slowest Speed



11

x | Yahoo | Google Maps

OPTIOW 1 (green dot) x + MAIL BOX (red vertical line)
OPTIOW 2 (blue dot) X BENCH (red X)



THIS AGREEMENT MADE BETWEEN:

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

(hereinafter called the "Municipality")
OF THE FIRST PART

- and -

(hereinafter jointly called the "Licensee")
OF THE SECOND PART

WHEREAS the Licensee maintains an unopened and unassumed road known as:

(hereinafter called the "Licensed Area"

AND WHEREAS the Municipality has agreed to permit the Licensee to upgrade and maintain the road as needed.

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT IN CONSIDERATION OF THE PREMISES AND THE COVENANTS HEREINAFTER SET FORTH, AND OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT WHEREOF IS HEREBY ACKNOWLEDGED, THE PARTIES HERETO COVENANT AND AGREE WITH EACH OTHER AS FOLLOWS:

1. LICENCE AND PROVISIONS

The Municipality grants to the Licensee the non-exclusive right to enter upon Licensed Area for the purpose of undertaking improvements to and/or upon the Licensed Area for the purpose of owner's access to their property that fronts the unopened road allowance.

Such License includes the temporary right to enter upon those portions of the Municipality's Lands abutting the Licensed Area during the conduct of construction and maintenance activities, however the improvements authorized hereunder shall only occur on the Licensed Area. Such improvements include excavation, alteration, installation of road base and related drainage works and the placement of aggregates and snow removal.

The Owner hereby acknowledges that the Licensed Area is not maintained year-round by the Municipality and therefore is not provided municipal services such as snowplowing, road maintenance, emergency services, garbage pick-up and school bussing.

2. INDEMNIFICATION FROM LIABILITY AND RELEASE

The Licensee covenants and agrees with the Municipality that the Licensee will indemnify and save harmless the Municipality, its officers, servants, officials and agents from any claim or demand, loss, cost, charge or expense which the Municipality may incur or be liable for in consequence of the permission hereinbefore granted and/or the exercise by the Licensee of such permission.

The Licensee hereby releases and forever discharges the Municipality, its officers, servants, officials and agents from any claim, demand, loss, cost, charge or expense which may arise as a result of the Municipality performing any municipal work in or upon the Licensed Area.

3. TERM

This Licence Agreement shall be effective upon the date of execution by the Municipality and shall terminate as provided for in section 4. Termination of the Agreement, by either party, does not signify that the Municipality will maintain the Licensed Area.

4. TERMINATION OF AGREEMENT

(a) This Agreement may be terminated by the Municipality:

- (1) Discretionary - upon six (6) months' notice in writing by the Municipality, with or without reason, to the Licensee at the Municipality's sole discretion.
- (2) Default - upon default of the Licensee of the terms of this agreement; as a condition precedent to giving such notice of termination the Municipality shall provide written notice of default and the Licensee shall have fifteen (15) days from the date of the notice to remedy the identified default(s) to the satisfaction of the Municipality; where such default has not been remedied the Municipality may, in addition any other remedies, terminate the agreement as of a date specified in writing and require the Licensee to remove the encroachment within a reasonable time and take such measures to restrict use of the Licensed Area as Council determines appropriate.

(b) This Agreement will automatically terminate:

- (1) upon the registration of a transfer of the ownership of the Licensed Area from the Municipality to the Licensee.

5. CONDUCT OF WORK

In consideration of the permission and consent hereby given, the Licensee:

- (a) shall, at its own expense, construct the improvements upon the Licensed Area;
- (b) shall, at its own expense, obtain all required governmental approvals for the construction of the improvements;
- (c) shall, at its own expense, keep and maintain the Licensed Area improvements in a safe, condition during the currency of this License.

6. SURVEYS IF NECESSARY

The Licensee acknowledges that it is the Licensee's obligation to ensure that works authorized hereunder does not encroach upon abutting privately owned lands. The Licensee shall be responsible for obtaining the assistance (if necessary) of a professional surveyor for such purpose and the cost thereof.

7. INDEMNIFICATION

The Licensee shall at all times indemnify and save harmless the Municipality from and against any and all claims, demands, losses, costs, charges, expenses, actions and other proceedings (including those in connection with workers' compensation or any similar or successor arrangement) made, brought against, suffered by or imposed on the Municipality or its property in respect of any failure by the Licensee to fulfill any of its obligations under this agreement or for any reason whatsoever or in respect of any loss, damage or injury (including injury resulting in death) to any person or property (including, without restricting the generality of the foregoing, employees, contractors, agents and property of the Municipality) directly or indirectly arising out of, resulting from or sustained by reason of the authorization granted hereunder or the occupation of and/or construction of the improvements on the Municipality's Lands by the Licensee or its agents.

8. LIENS

The Licensee shall fully indemnify and save harmless the Municipality from and against all construction liens and related costs and other claims in connection with Licensed Area or the Municipality's Lands arising from or in relation to the conduct of any improvements by the Licensee or its agents.

9. INSURANCE -- we discussed they didn't need insurance – but the contractors should have it..... if they use outside contractors and WSIB.

The Licensee shall lodge with the Municipality, on or prior to the execution of the Agreement, a copy of its contractor's insurance certificate from an Insurance Company satisfactory to the Municipality, and insuring for the joint benefit of the Contractor, the Licensee and the Municipality against any liability that may arise out of authorization granted hereunder, during the occupation of and/or construction of the improvements upon the Licensed Area.

Such Comprehensive General Liability policy shall carry limits of liability in the amount

to be specified by the Municipality, but in no event shall it be less than \$5,000,000.00 inclusive comprehensive general liability and such policy shall:

- a. include a cross-liability clause;
- b. include product/completed operation coverage;
- c. shall not have an exclusion pertaining to blasting,
- d. include the Corporation of the Municipality of Magnetawan as an additional insured;
- e. include a provision that the insurance company agrees to notify the Municipality 15 days in advance of any material change or cancellation of the said insurance policy.

Any certificate of coverage filed with the Municipal solicitor shall specifically contain confirmation that the coverage as specified above is in effect. The issuance of such Policy of Insurance shall not be construed as relieving the Licensee from responsibility for other or larger claims, if any, and for which it may be held responsible.

10. NO INTEREST IN LAND

The Licensee acknowledges that this Agreement shall in no way create any interest in land or easement rights.

11. ERECTION OF WARNING SIGNS

The Licensee shall erect signs at the approach of the unopened road allowance which read as follows:

“THIS UNOPENED ROAD ALLOWANCE HAS NOT BEEN ASSUMED FOR PUBLIC USE BY THE MUNICIPALITY. MEMBERS OF THE PUBLIC MAY STILL USE THIS UNOPENED ROAD ALLOWANCE, BUT DO SO AT THEIR OWN RISK”.

12. EXPENSES TO BE PAID BY THE LICENSEE

- (a) Every provision of this Agreement by which the Licensee is obligated in any way shall be deemed to include the words "at the expense of the Licensee" unless the context otherwise requires.
- (b) The Licensee shall pay such reasonable fees as may be invoiced to the Municipality by its Solicitor, its Planner, and its Municipal Engineer in connection with all work to be performed as a result of the provisions of this Agreement.
- (c) All expenses for which demand for payment has been made by the Municipality, shall bear interest at the rate of 15% per annum commencing 30 days after demand is made.
- (d) In the event that the Municipality finds it is necessary to engage the services

of an engineer or technical personnel not permanently employed by the Municipality to review the plans of the Licensee and/or carry out on-site inspections of the work performed, the Municipality will advise the Licensee accordingly of this need, and the costs of such outside engineers so engaged shall be the responsibility of the Licensee. The Municipality may require a deposit for this purpose.

13. LICENCE NON-TRANSFERABLE

The licence hereby granted may not be transferred by the Licensee without the prior consent in writing of the Municipality.

14. NOTICE

For the purpose of This Agreement, notice may be given to the Licensee by prepaid registered mail to the address as noted under the signature line and such notice shall be deemed to have been given and received on the fifth day after mailing.

15. ESTOPPEL OF LICENSEE

The Licensee agrees to not call into question directly or indirectly in any proceeding whatsoever, in law or in equity, or before any administrative tribunal, the right of the Municipality to enter into This Agreement and to enforce each and every term, covenant and condition herein contained and This Agreement may be pleaded as an estoppel against the Licensee in any such proceedings.

This AGREEMENT SHALL enure to the benefit of and be binding upon the parties hereto and their permitted assigns.

IN WITNESS WHEREOF the parties hereto have executed and set their hands and seals on This Agreement:

By the Municipality on the _____ day of _____, 2021

THE CORPORATION OF THE
MUNICIPALITY OF MAGNETAWAN

Per: _____
Mayor

Per: _____
CAO/Clerk

By the Licensee on the _____ day of _____, 2021.

Signature

Name:

Name of Road Group:

Address:

DRAFT

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW 2021 -

BEING A BY-LAW TO PROVIDE FOR THE EXECUTION OF A LIMITED SERVICES AGREEMENT WITH THE OWNERS OF THE LANDS DARROLL PARSONS AND CAROL BANDIERA - LEGALLY DESCRIBED AS CROFT CON 10 PT LOT 16 RP42R12274 PARTS 9 TO 11 SUBJECT R-O-W PCL 25614 SS, MUNICIPALITY OF MAGNETAWAN- MUNICIPALLY KNOWN AS 194 SHADOW'S END LANE – ROLL NUMBER 4944 030 0022 2200

WHEREAS the owner of the lands known as 194 Shadow's End Lane and are legally described as Croft Con 10 Pt Lot 16 RP42R12274 Parts 9 to 11 Subject R-O-W Pcl 25614 SS, in the Municipality of Magnetawan applied for consent approval

AND WHEREAS under 6.2 of the Municipality Official Plan states Council may permit the development of lands only where the owner enters into an agreement that acknowledges that municipal services to the lands may not be available to the lands and that the Municipality assumes no liability to provide services to the development;

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

1. That the Municipality of Magnetawan enter into a limited services agreement substantially in the form attached hereto as "This Agreement."
2. That the Mayor and the Clerk are hereby authorized to execute the Agreement and all documents in connection with the Agreement.
3. The Municipality's solicitor is hereby authorized to register the Agreement against the title of the lands to which it applies.

READ A FIRST, SECOND, AND THIRD TIME, passed, signed and the Seal of the Corporation affixed hereto, this 19th day of May, 2021

**THE CORPORATION OF THE
MUNICIPALITY OF MAGNETAWAN**

Mayor

CAO/Clerk

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW 2021 -

BEING A BY-LAW TO PROVIDE FOR THE EXECUTION OF A SITE PLAN AGREEMENT, AS A CONDITION OF AN APPROVED CONSENT, WITH THE OWNERS OF THE LANDS:

DARROLL PARSONS AND CAROL BANDIERA - LEGALLY DESCRIBED AS CROFT CON 10 PT LOT 16 RP42R12274 PARTS 9 TO 11 SUBJECT R-O-W PCL 25614 SS, MUNICIPALITY OF MAGNETAWAN- MUNICIPALLY KNOWN AS 194 SHADOWS END LANE – ROLL NUMBER 4944 030 0022 2200

AND WHEREAS, an application for a Minor Variance was approved by the Committee of Adjustment with the condition of a site plan agreement being entered into and registered on title, pursuant to Section 45 (9.1) of the Planning Act, R.S.Q. 1990, regarding the aforementioned lands;

AND WHEREAS, Council is satisfied that the proposed development of the lands is appropriate and in conformity with the Municipality's requirements;

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

1. That the Municipality of Magnetawan enter into a site plan agreement substantially in the form attached hereto as "This Agreement."
2. That the Mayor and the Clerk are hereby authorized to execute the Agreement and all documents in connection with the Agreement.
3. The Municipality's solicitor is hereby authorized to register the Agreement against the title of the lands to which it applies.

READ A FIRST, SECOND, AND THIRD TIME, passed, signed and the Seal of the Corporation affixed hereto, this 19th day of May, 2021

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

Mayor

CAO/Clerk



REPORT TO COUNCIL

To:	Mayor and Council
From:	CAO/Clerk Kerstin Vroom
Date of Meeting:	April 28, 2021
Report Title:	Alternative Voting Method – 2022 Municipal Election

Recommendation: That Council authorizes the use of an alternative voting method – Internet and Telephone Electronic Voting for the 2022 election, to provide greater access and convenience for ratepayers and to bring forward a by-law to authorize this alternative.

Background:

The next municipal election will take place on Monday, October 24, 2022. Under the *Municipal Elections Act, 1996*, as amended, (Act), authority is provided to a Municipality’s Council to select an alternative voting method for each municipal election. This authority is expressly outlined in the Act as follows:

Section 42(1) The Council of a local municipality may pass by-laws,

(a) authorizing the use of voting and vote-counting equipment such as voting machines, voting recorders or optical scanning vote tabulators;

(b) authorizing electors to use an alternative voting method, such as voting by mail or by telephone, that does not require electors to attend at a voting place in order to vote. 1996, c. 32, Sched., s. 42 (1).

All responsibilities for the Municipal Election rest with the Municipal Clerk.

In the 2018 municipal election, the Municipality of Magnetawan used Vote by Mail (VBM) and the total cost of the election, including staffing costs, was: \$30,812.27. 3,668 ballots were mailed out and 1,207 ballots were received (prior to the election day cut off at 8:00 pm). Of those ballots 51 were disqualified (4%) – 3 during the count and 48 during pre-processing. The ballots received **after** election day were not counted nor recorded. Vote by Mail offers electors the opportunity to mail their ballots in by a certain date (generally 7 days before Election Day), to be received in time to be counted. Electors can also come into the Polling Station(s) to drop their VBM envelope into a ballot box. Poll Clerks and Scrutineers are needed, as well as the Deputy Returning Officers, on election night when the ballots are manually counted. The costs for the Poll Clerks alone in 2022 was \$2,700.

Another alternative method of voting is Internet/Telephone Electronic Voting. This method allows electors to vote either using the internet or cellular data from anywhere in the world and/or use the telephone – landline or cell phone from anywhere in North America. PIN numbers are mailed out; however, unlike VBM there is no ballot to be returned. There is generally a 10-day period within which electors can vote up to 8:00 pm Election Night. Voters also have the option of attending a polling station and casting their vote using a secured computer and/or telephone line. Poll Clerks and Scrutineers are not required on election night. There are no disqualified ballots although electors can still ‘spoil’ or ‘refuse’ their ballot. Results are tabulated electronically and instantaneously after the polls close.

It is anticipated that for the 2022 municipal election a larger number of municipalities will be looking at Internet/Telephone Electronic Voting.

In the last municipal election, 178 out of 417 municipalities in Ontario holding elections - 43% utilized electronic voting. Every election, an increased number of municipalities are moving to Internet/Telephone Electronic voting:

- 2003: 12
- 2006: 20
- 2010: 44
- 2014: 97
- 2018: 178

The following Municipalities in the Parry Sound Area used Internet/Telephone Voting: Township of Archipelago, Township of Carling, Town of Huntsville, Municipality of McDougall, Township of McKellar, Town of Parry Sound, Township of Seguin and Municipality of Whitestone.

Financial Implications:

Based on 3800 electors (PIN numbers and/or VBM Ballots mailed – includes return ballot by mail if applicable)

Option 1: Internet/Telephone Electronic Voting (Intelivote) \$2.55 per elector: **\$9,690**

Option 2: Internet/Telephone Electronic Voting PLUS Vote by Mail (Intelivote) \$4.21 per elector \$15,998 plus polling clerks \$1,500 = **\$17,498**
(estimate as printer price not confirmed for VBM and price includes 3,800 return VBM envelopes \$.96 each)

Option 3: Vote by Mail ONLY: \$5.12 per elector (\$19,458 plus polling clerks \$3,000 = **\$22,458**
(price includes 3,800 return VBM envelopes \$.96 each)

**these costs do not include the Deputy Returning Officer's wages, Auditor, training, nor ballot boxes/security tape (VBM), etc.*

Conclusion: To ensure that the potential needs of voters with disabilities are addressed to the greatest extent possible, to improve voter turnout, to reduce election costs, and ensure every vote is counted, I respectively recommend Council approve the Internet/Telephone Electronic method of voting for the 2022 Municipality of Magnetawan Election.

Respectfully Submitted,



Kerstin Vroom
CAO/Clerk

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW NO. 2021 –

Being a by-law to establish a Joint Compliance Audit Committee and appoint Committee members for the 2022 municipal election period.

WHEREAS Section 20(1) of the *Municipal Act*, S.O. 2001, Chapter 25 authorizes municipalities to enter into joint agreements;

AND WHEREAS Section 88.37 of the *Municipal Elections Act*, 1996, as amended, requires municipalities to establish a Joint Audit Committee prior to October 1, 2021;

AND WHEREAS interested municipalities in the Almaguin Highlands and surrounding areas have individually agreed to form a joint Committee;

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

1. **THAT** participation in the joint compliance audit Committee as authorized by this by-law shall be limited to the following municipal corporations:

The Township of Armour	The Village of Burk's Falls
The Township of Joly	The Town of Kearney
The Township of Machar	The Municipality of Magnetawan
The Township of McMurrich/Monteith	The Township of Perry
The Township of Ryerson	The Village of South River
The Township of Strong	The Village of Sundridge

2. **THAT** the Council of the Municipal Corporation of the Municipality of Magnetawan agrees to the Terms of Reference, attached hereto as Schedule "A";

3. **THAT** the following individuals shall be appointed to serve as Committee members on the joint compliance audit Committee for the 2022 election period from December 1, 2022 to November 16, 2026;

John Finley (Chair)
Lynne Godfrey
Kathryn Whitehead
Katharine England (Alternate)

4. And further, that each Committee member adheres to the Terms of Reference attached hereto;
5. That this By-law repeals By-law No. 2018-41 as of November 15, 2022;
6. That the Mayor and Clerk are hereby authorized to execute the documents by signature and seal of The Municipal Corporation of the Municipality of Magnetawan.

READ A FIRST, SECOND, AND THIRD TIME, passed, signed and the Seal of the Corporation affixed hereto, this 19th day of May 2021.

Mayor

CAO/Clerk

DRAFT

Schedule "A" to By-law No. 2021-

Terms of Reference For the Joint Compliance Audit Committee Serving the interested Municipalities of the Almaguin Area

1. Definitions:

For the purpose of this Terms of Reference, the following definitions shall apply:

Almaguin Clerk's Group – The information organization of Clerks, CAO's, or appointed staff from interested municipalities in the Almaguin Area, who have agreed to pool information, staff, and financial resources for the 2022 election, for the mutual benefit of all participating municipalities.

Clerk – The Administrative staff member, generally known to be the Clerk, or Clerk-Administrator from any municipality within the Almaguin Clerk's Group, for which an application for a compliance audit has been received, or who carries out the business of the Council for his or her respective municipality.

Committee – The Joint Compliance Audit Committee as established by the respective Councils of those municipalities represented by the Almaguin Clerk's Group, and which have passed a resolution of participation for the 2022 election term.

Council – The group of elected officials, generally known to be the Council, from any municipality within the Almaguin Clerk's Group, for which an application for a compliance audit has been received, or who is responsible for making an appointment to a Compliance Audit Committee, as required by Section 88.37 of the *Municipal Elections Act*, 1996, as amended.

Contributor – A resident of Ontario who makes a contribution to the election campaign a candidate to support his/her candidacy for municipal election. Additionally, the candidate and his/her spouse can also be contributors to the candidate's election campaign.

Recruitment Committee – The sub-committee of the Almaguin Clerk's Group to promote, process, and make recommendation to Council for membership to the Joint Compliance Audit Committee.

Interested Municipalities – Those municipalities in the Parry Sound District who have by mutual agreement established a joint compliance audit Committee, as supported by a resolution of each respective council, and authorized by By-Law from each respective council.

Registered Third Party - Means, in relation to an election in a municipality, an individual, corporation or trade union that is registered under Section 88.6 of the *Municipal Elections Act*.

2. Committee Mandate:

- 2.1 The Joint Compliance Audit Committee shall ensure that the provisions relating to election campaign finances under the *Municipal Elections Act*, are not contravened, and shall follow the necessary procedures to ensure compliance when requested.
- 2.2 The Committee shall abide by any terms and conditions which may be set out by the respective municipality's Solicitor, Auditor, and/or Insurer, for any business relating to a compliance audit, in accordance with the procedural by-law for the respective municipality.
- 2.3 The Committee will perform all required functions relating to all compliance audit applications. This shall include the following:

- a) The meetings of the Committee shall be open to the public and reasonable notice shall be given to the candidate, the applicant, and the public (Section 88.33(5)).
 - b) Within 30 days of receipt of an application for a compliance audit from the Clerk, Committee members shall consider the application and decide whether to grant or deny the request (Sec. 88.33(7)).
 - c) The decision of the Committee to grant or reject the application, and brief written reasons for the decision, shall be given to the candidate, the clerk with whom the candidate filed his or her nomination, the secretary of the local board, if applicable, and the applicant (Sec. 88.33(8)).
 - d) If an application is granted, the Committee shall appoint an auditor to conduct a compliance audit of the candidate's election campaign finances. (Sec. 88.33(10)).
 - e) Within 10 days after receiving the audit report, the Clerk of the municipality shall forward the report to the compliance audit Committee (Sec. 88.33(14)).
 - f) Give consideration to the auditor's report within 30 days of receiving it, to determine if legal proceedings should be commenced against the candidate (Sec. 88.33(17)).
 - g) The decision of the Committee under subsection (e) and brief written reasons for the decision, shall be given to the candidate, the clerk with whom the candidate filed his or her nomination, the secretary of the local board, if applicable, and the applicant (Section 88.33(18)).
 - h) If the report indicates that there was no apparent contravention and the Committee finds that there were no reasonable grounds for the application, Council is entitled to recover the auditor's costs from the applicant.
- 2.4 The Committee will perform all required functions relating to receiving a report from the Clerk under the review of contributions to candidates, section 88.34(4) or 88.34(7) of the *Municipal Elections Act*. This shall include the following:
- a) Within 30 days after receiving a report from the Clerk, the Committee shall consider it and decide whether to commence a legal proceeding against a contributor for an apparent contravention (Section 88.34(8)).
 - b) The meetings of the Committee shall be open to the public and reasonable notice shall be given to the contributor, the applicable candidate, and the public (Section 88.34(9)).
 - c) The decision of the Committee under article 4(a) and brief written reasons for the decision, shall be given to the contributor, the clerk of the municipality or the secretary of the local board, if applicable (Section 88.34(11)).
- 2.5 The Committee will perform all required functions relating to receiving a report from the Clerk under the review of contributions submitted by a registered third party, section 88.36(4) of the *Municipal Elections Act*. This shall include the following:
- a) Within 30 days after receiving a report from the Clerk, the Committee shall consider it and decide whether to commence a legal proceeding against a contributor for an apparent contravention (Section 88.36(5)).

- b) The meetings of the Committee shall be open to the public and reasonable notice shall be given to the contributor, the registered third party and the public (Section 88.36(6)).
- c) The decision of the Committee under article 5(a) and brief written reasons for the decision, shall be given to the contributor and the clerk of the municipality (Section 88.36(7)).

3. Term of Appointment:

3.1 The Committee shall serve for the 2022 – 2026 term of council, which shall be from December 1, 2022 to November 16, 2026, to consider applications originating from the 2022 election, and any by-elections during that term.

Notwithstanding the term identified above, the Committee shall be dissolved at the earliest of:

- a) The conclusion of the requirements noted in Section 88.37 of the *Municipal Election Act*; or
- b) On November 16, 2026.

4. Committee Composition

4.1 The Committee shall consist of four (4) members, one of which is to be designated as an alternate.

4.2 A Chair, a Vice Chair, and a Secretary shall be appointed at the first Committee meeting.

4.3 Membership shall be limited to individuals with a legal or financial background, or who have served on boards or Committees, or who have demonstrated knowledge of campaign finances, including retired municipal professionals.

4.4 Members must be bondable to maintain integrity of process and seriousness of position.

4.5 Appointment to the Committee shall be by resolution or bylaw of Council.

4.6 Members of the Committee shall not be Council members, municipal staff, or candidates in the 2022 election or any by-election during the term of Council and must attest to same in writing.

4.7 To avoid possible conflict of interest, any auditor or accountant appointed to the Committee may not undertake the audits of preparation of financial statements of any candidates seeking election to Council. Contravention of this requirement shall result in expulsion from the Committee.

4.8 The respective Clerk shall provide administrative support to the Committee, and shall establish procedures, as required.

5. Committee Selection:

5.1 To ensure adherence with the *Municipal Freedom of Information and Protection of Privacy Act*, a recruitment Committee shall be established by the Almaguin Clerk's Group, from among its members.

- 5.2 The recruitment Committee will promote, advertise, interview, and make recommendation for appointment to the joint Committee, having regard for individual municipalities' policies relating to Committee appointment. One individual shall be chosen from within the recruitment Committee to be the Secretary and shall be the contact for resume submission.
- 5.3 Applicants will be required to submit a resume outlining their qualifications and experience.
- 5.4 The recruitment Committee will receive and review all applications, conduct interviews, and make recommendations to Council based on the following:
 - a) Knowledge of rules for municipal election campaign finances.
 - b) Experience on a Committee, board, or similar group.
 - c) Availability to attend meetings.
 - d) Oral and written communication.
 - e) Level and area of expertise.
- 5.5 The Almaguin Clerk's Group shall prepare an advertisement to be placed in the Almaguin News, calling for interested, qualified applicants to submit resumes for consideration. The Committee positions shall also be promoted on respective municipal websites for application submission by the date prescribed by the Almaguin Clerk's Group.
- 5.6 A recommendation for the expulsion of a member of the Committee may be made to Council by another member of the Committee, or by the Clerk.
- 5.7 Reasons for expulsion shall include, but not limited to, the member being in contravention of *Municipal Act*, the *Municipal Freedom of Information and Protection of Privacy Act*, the *Provincial Offences Act*, the *Municipal Conflict of Interest Act*, the *Municipal Elections Act*, or the Joint Compliance Committee Terms of Reference, or for disrupting the work of the Committee.
- 5.8 Committee members shall be asked to sign an acknowledgement accepting terms and conditions outlined in the above Terms of Reference, and the *Municipal Elections Act*, 1996, as amended.

6. Meetings:

- 6.1 The Committee shall hold one initial meeting following submission of all Clerk's reports. Subsequent and additional meetings shall be in response to application(s) for compliance audit, to a maximum of four (4) meetings per application, in consultation with the Clerk of the respective municipality.
- 6.2 Following Election Day and the final day for candidates to submit their Financial Statements, the Clerk of the Municipality shall review the Statements and prepare a report regarding spending regulations and limits for the Compliance Audit Committee review.
- 6.3 Meetings shall be conducted using guidelines established in the Municipal Procedural By-Law for the municipality from which an application originated.
- 6.4 Committee members shall be bound by the Code of Conduct in force in the municipality for which they are performing the functions included in this Terms of Reference.

- 6.5 The Chair shall cause notice of the meetings, including the agenda for the meetings to be provided to members of the Committee a minimum of three (3) business days prior to the date of each meeting. Quorum for meetings shall consist of a majority of the members of the Committee.
- 6.6 Minutes shall be recorded at each meeting and shall outline the general deliberations and resulting actions and recommendations.
- 6.7 The location of the meetings shall be set by the Committee. Reasonable notice will be provided.
- 6.8 Financial consideration shall be as per Section Nine (9).

7. Closed Meetings:

- 7.1 The meeting may be held in whole or in part in a closed session upon affirmative vote of the majority of the membership to do so. Closed sessions shall be conducted only to discuss matters identified under Section 239(2) of the *Municipal Act*. Should a closed session be required, all attendees who are not Committee members, or the Clerk, or individuals expressly requested by the Committee to remain, shall vacate the meeting premises. Members of the public may return to the meeting once the closed session has concluded.

8. Conflicts of Interest:

- 8.1 Committee members shall be bound by the *Municipal Conflict of Interest Act*, with respect to financial interest, and shall disclose any pecuniary interest to the Secretary. That member shall then remove himself or herself from that portion of the meeting at which the matter for which pecuniary was declared is discussed.

9. Financial Compensation:

- 9.1 An honorarium of \$500.00 per year shall be provided to each active Committee member, including the alternate member. Payment of the annual honorarium shall be shared equally between the participating municipalities.
- 9.2 In addition to the annual honorarium, a meeting per diem shall be issued in the amount of \$75.00 per meeting. Mileage shall be reimbursed at a rate of \$0.54/km upon receipt of the request for reimbursement from the Committee member. Payment of the per diem reimbursement, as well as the mileage reimbursement, shall be paid by the municipality for which an application has been received, except in the case of the initial meeting, for which payment of these monies shall be shared equally between the participating municipalities.
- 9.3 Administration of financial compensation shall be the responsibility of the Office of the Clerk for the Township of Armour.

10. Resources:

- 10.1 Any responsibilities not clearly identified within these Terms of Reference shall be in accordance with Sections 88.33 to 88.36 of the *Municipal Elections Act*, 1996 as amended.

Schedule "B" to By-law No. 2021-

Roles and Responsibilities For the Joint Compliance Audit Committee (JCA) Serving the interested Municipalities of the Almaguin Area

1. Duties of the Clerk for the Municipality requiring the meeting of the JCA

1.1 The Clerk shall ensure the administrative practices and procedures for the Committee are followed and shall carry out any duties required under the Act to implement the Committee's decisions.

2. Duties of the Chair

2.1 The duties of the Chair are as follows:

- a) Liaise with the Clerk and review meeting agendas.
- b) Call Committee meetings to order when there is a Quorum, preside over Committee discussions, facilitate Committee business, follow the procedures as set out herein, identify the order of proceedings and speakers and rule on points of order as may be necessary.
- c) The Chair shall preside over the Conduct of the meeting, including the preservation of good order and decorum, ruling on points of order, and deciding all questions relating to the orderly procedure of the meeting.
- d) Participate as an active Member, encouraging participation by all Members.
- e) The Chair is permitted to provide brief comments during discussion, make motions and vote on all matters.
- f) If the Chair is not present within the first fifteen minutes of a Committee meeting or is absent through illness or otherwise, and quorum is still obtained, the Vice Chair shall preside over the meeting.

3. Duties of Committee Members

3.1 The duties of Committee Members are as follows:

- a) Attend all Committee meetings or notify the Clerk as soon as possible in the event that the member cannot attend.
- b) Understand their role, the Committee's Mandate, and meeting procedures.
- c) Declare any pecuniary interest in any matter prior to consideration by the Committee and refrain from discussion and voting on the matter in accordance with Section 5 of the *Municipal Conflict of Interest Act*.
- d) Participate as an active and voting member, asking questions, and seeking clarification through the Chair.

- e) Develop and maintain a climate of mutual support, trust, courtesy, and respect.
- f) Work together to utilize the knowledge, expertise, and talents of all members.
- g) Respect the decisions of the Committee and that such decisions reflect the majority view.

4. Support

4.1 The following support shall be provided to the Committee:

- a) The Recruiting Committee for the Almaguin Joint Compliance Audit Committee shall call the first regular meeting of the Committee to order and conduct the election of the Chair, Vice Chair, and secretary of Committee Members.
- b) The affected municipality's staff in conjunction with the Committee secretary shall thereafter:
 - i) Prepare agendas for review by the Committee Chair.
 - ii) Electronically distribute agendas to all Committee Members before the meeting and post to the relevant municipal website.
 - iii) Arrange for or set up meeting areas, giving consideration to the nature of the matters to be discussed, any audio-visual requirements, attendance by the public and ensuring accessibility needs identified have been met.
 - iv) Arrange for attendance of delegations in conjunction with the Chair.
 - v) Attend Committee meetings, record attendance, confirm Quorum and record when the meeting starts and adjourns.
 - vi) Provide procedural advice to the Chair and Committee as required.
 - vii) Take minutes, record a summary of the discussion for each agenda item, record all Committee motions and resolutions including the name of the mover.
 - viii) Record any disclosures of pecuniary interest, including the general nature thereof.
 - ix) Review and correct any errors in the minutes of previous meetings.
 - x) Prepare the Committee minutes.
 - xi) Electronically distribute minutes to all Committee Members and post on the relevant municipal website.
 - xii) Facilitate and complete any additional work to be undertaken on behalf of the Committee.
 - xiii) Maintain Committee agendas, minutes, correspondence, Reports of the Auditor, and outstanding items in the Corporation's records management system.

**Schedule "C" to By-law No. 2021-
Procedures
For the Joint Compliance Audit Committee**

1. Meeting Procedures

1.1 The Committee shall meet once prior to November 30th after each municipal election to review the Terms of Reference and Committee Procedures.

1.2 Calling of Committee Meetings:

- a) The Clerk of the relevant municipality will summon a meeting of the Committee when an Application is received.
- b) Meetings shall be held at such time and location as the Chair deems appropriate.

1.3 Agendas

The following components shall be included in Committee agendas. Specific subject items are to be included under each component:

- a) Consideration of Applications for a Compliance Audit.
- b) Consideration of Auditor/Legal Reports *.
- c) Adjournment.

*Committee may adjourn to Closed Session in accordance with *Section 239 (2) of the Municipal Act, S.O. 2001.*

1.4 Quorum

The minimum number of Committee Members required to be present at any meeting in order to conduct Committee business shall be no less than three. If no Quorum is present fifteen minutes after the time fixed for a meeting, or the resumption of a meeting after a recess, or should a Quorum at a meeting be lost for a period of fifteen (15) consecutive minutes, the Clerk or designate will record the names of the Members present and the meeting will stand adjourned until the next meeting scheduled by the Chair.

2. Conduct of Committee Business

2.1 All Meetings of the Committee shall be open to the public, except for those circumstances provided for in Sections 239 (2) and (3.1) of the *Municipal Act, 2001.*

2.2 The business of each meeting shall be taken up in the order in which it stands upon the agenda, unless otherwise decided by the Committee.

2.3 Where the agenda includes consideration of more than one Application, applications may be dealt with by the Committee either individually or collectively dependant upon the direction of the Committee.

2.4 The Chair will summarize each Application received and request that the Applicant or his or her agent and Candidate or his or her agent identify themselves.

2.5 Applicant's Delegation

- a) The Applicant or the Applicant's agent may address the Committee for a maximum of 10 minutes unless granted leave by the Chair.
- b) Members may ask questions of the Applicant or Applicant's agent through the Chair.
- c) Questions of the Applicant or the Applicant's agent by the Candidate or the Candidate's agent *are not permitted*.
- d) All materials presented to the Committee in open session are deemed to be public documents.

2.6 Candidate's Delegation

- a) The Candidate or the Candidate's agent may address the Committee.
- b) The Candidate may respond to the content of the Application and Applicant's or the Applicant's Agent's address to the Committee.
- c) Members may ask questions of the Candidate or Candidate's agent, through the Chair.
- d) Questions of the Candidate or the Candidate's Agent by the Applicant or the Applicant's agent *are not permitted*.
- e) All materials presented to the Committee in open session are deemed to be public documents.

2.7 Where the agenda includes consideration of more than one Auditor's Report, the Reports may be dealt with by the Committee either individually or collectively dependent upon the direction of the Committee.

2.8 Auditor's Report

- a) An Auditor shall be appointed by the Committee as per Section 3. D of the Terms of Reference.
- b) The Auditor shall address the Committee and provide a summary of his or her Report and its conclusions.
- c) Members may ask questions of the Auditor through the Chair.
- d) Members may ask questions of any person present at the meeting, such questions to be through the Chair and at the sole discretion of the Chair.
- e) The Candidate, Applicant, their agents, or any person present at the meeting may not ask questions of the Auditor or the Committee.

2.9 Decisions of the Committee shall be by resolution. A simple majority vote of the Committee Members present is required to pass a resolution.

Generally, the Committee will render its decision at each meeting. Subject to deadlines imposed by the Act, the Committee may reserve its decision if further deliberation is required.

- 2.10 The Chair shall preside over the Conduct of the meeting, including the preservation of good order and decorum, ruling on points of order, and deciding all questions relating to the orderly procedure of the meetings, subject to an appeal by any Member to the Committee from any ruling of the Chair.
- 2.11 When two or more Members wish to speak, the Chair shall name the Member who first raised his or her hand.
- 2.12 A Member shall not:
 - a) Speak disrespectfully to or about another member.
 - b) Use offensive words or unparliamentarily language during meetings.
 - c) Disobey the procedures of the Committee, or decision of the Chair or the Committee on questions of procedure.
 - d) Leave his/her seat or make any noise or disturbance while a vote is being taken and until the result is declared.
- 2.13 In case any Member persists in a breach of the foregoing section after having been called to order by the Chair, he or she may be ordered by the Chair to leave his/her seat for that meeting, but in case of ample apology being made by the offender he or she may, by vote of the Committee, be permitted forthwith to resume his or her seat.
- 2.14 When a Member desires to address the Committee upon a matter that concerns the rights or Privileges of the Committee collectively or individually, he or she shall be permitted to raise such matter of Privilege, and a matter of Privilege shall take precedence over other matters.
- 2.15 When a Member desires to call attention to a violation of the rules of procedure, she or he shall ask leave of the Chair to raise a Point of Order and after leave is granted:
 - a) State the Point of Order with a concise explanation and resume his or her seat until the Chair has decided the Point of Order.
 - b) Unless a Member immediately appeals to the Committee, the decision of the Chair shall be final.
 - c) If the decision is appealed, the Committee shall decide the question without debate and its decision shall be final.
- 2.16 When the Chair calls a Member to order, the Member shall immediately sit down until the Point of Order is dealt with and the Member shall not speak again without permission of the Chair unless to appeal the ruling of the Chair.

3. Motions

- 3.1 The following rules shall apply to motions:
 - a) All motions must be introduced by a mover before the Chair can put the motion on the floor for consideration.

- b) After a motion is properly moved, it shall be deemed to be in the possession of the Committee but may be withdrawn by the mover at any time before a vote with the consent of the Committee.
- c) The number of times a Member may speak on a motion shall not be limited. A Member shall not be restricted to asking questions only of the previous speaker, but the question must relate directly to the matter under discussion.
- d) A motion to move a previous motion shall not be allowed.
- e) Any Member may require the motion under discussion to be read at any time, but not so as to interrupt a Member while speaking.
- f) When a motion is under consideration, no motion shall be received other than a motion to:
 - i) Adjourn, which motion is neither amendable nor debatable.
 - ii) Table, which motion is not debatable.
 - iii) Defer action.
 - iv) Refer, which motion is debatable as to its merits only.
 - v) Amend.
- g) A motion to refer shall take precedence over any other amendment.
- h) Only one amendment at a time can be presented to the main motion. Only one amendment can be presented to an amendment, but when the amendment to the amendment has been disposed of, another amendment may be introduced, and when that amendment has been decided, another may be introduced.
- i) The amendment to the amendment, if any, shall be voted on first, then if no other amendment is presented, the amendment shall be voted on next, then if no other amendment is introduced, the main motion, or if any amendment has carried, the main motion as amended, shall be put to a vote.
- j) Nothing in this section shall prevent other proposed amendments being read for the information of the Members.
- k) When the motion under consideration contains distinct propositions, upon the request of any Member, the vote upon each proposition shall be taken separately.
- l) After the Chair commences to take a vote, no Member shall speak to or present another motion until the vote has been taken on such motion, amendment, or sub-amendment.
- m) Every Member present at a meeting when a vote is taken on a matter shall vote unless prohibited by statute, in which case the fact of the prohibition will be recorded in the minutes. If any Member present persists in refusing to vote, she or he shall be deemed as voting in the negative. Any motion on which there is a tie vote shall be deemed to be defeated. Recorded votes are not permitted.

- n) After any matter has been decided by the Committee any Member may move for reconsideration at the same meeting, but no discussion of the motion that has been decided shall be allowed until the motion for reconsideration has carried.
- o) All motions not disposed of, shall be placed on the agenda for the next meeting of the Committee, subject to any deadlines imposed by the Act.

4. **Minutes**

- 4.1 Minutes shall be taken for all meetings and briefly outline the substance of item listed on the agenda, including delegations, reports, motions, resolutions, and other actions taken. Minutes shall reflect the decision when necessary, of the Committee in keeping with the *Municipal Election Act, Section 88.33(7)*.

5. **Media Relations and Communications**


- 5.1 All media contact shall be made through the Clerk or Chair.

6. **Conflict of Interest**

- 6.1 Legislated requirements as set out in the *Municipal Conflict of Interest Act* shall apply to all Committee Members. It is the responsibility of each Member to disclose any pecuniary interest prior to discussion of a particular matter. Once declared, the Member shall not discuss or vote on the matter. If the declaration relates to a matter being discussed during a closed portion of the meeting, the Member must leave the meeting during all discussion on the matter. Members are encouraged to seek independent legal advice if they are unsure of whether or not they have a pecuniary interest in a matter. Municipal staff does not provide advice or interpretation related to declarations.

7. **Matters Not Dealt with in These Procedures**

- 7.1 If the practices and procedures set out herein do not provide for a procedural matter, the practice or procedure shall be determined by the Clerk or designate in conjunction with the Chair. Where the matter arises during a meeting and cannot be dealt with to the satisfaction of the Chair and Clerk or designate, the matter shall be deferred to the next meeting of the Committee.

 <p data-bbox="277 268 457 331">Municipality of Magnetawan</p>	<h2 data-bbox="781 205 1198 247">REPORT TO COUNCIL</h2>
To:	Mayor and Council
From:	Acting Deputy Clerk Laura Brandt
Date of Meeting:	May 19, 2021
Report Title:	Update Memorial Sanctuary at Chapman Cemetery

Recommendation: That Council receives this report as presented for information only.

Background: Staff submitted a report to Council at the February 3, 2021 Council Meeting and Council passed motion 2021-29 receiving the report as presented from Acting Deputy Clerk Laura Brandt, Memorial Sanctuary at Chapman Cemetery, and approves staff recommendations to begin the process for creating a Memorial Sanctuary at the Chapman Cemetery and directs staff to include this project in the 2021 budget with \$20,000 to be drawn from the Community Enhancement Reserve Funds.

Evaluation: Staff has reached out to the Cemetery Board and they are in agreement with the proposed Memorial Sanctuary

Staff reached out to several local businesses in regard to the creation of engraved memorial stones and plaques to ensure that these can be sourced. Many of the local businesses including a local quarry no longer offer these services. Staff has also reached out to the Sanderson Monuments and are waiting on quotes and services available. While discussing the proposed Memorial Park, Sanderson’s representative also shared with Staff that they have stone benches available, and as well, they also offer a design service for Memorial Parks.

Staff reached out to two local arborists and both believe that trees can be easily marked, and one has suggested that we keep the outer large pines for privacy and to act as a wind barrier. It was also recommended by the same arborist that we remove all the Birch as they fall often and rot quickly. Currently Staff is waiting for quotes, which may have to wait until after a design concept has been developed in order to judge the scope of work.

Staff also investigated sourcing Grant Funding to help with the costs of this project. Staff has applied to the FCC AgriSprit Fund for the maximum amount of \$25,000. This grant funds capital projects that enrich the lives of residents who live in rural communities. We will be notified of the the outcome of our application around August 2021.

Staff has roughly drawn out the trail system including benches and trees that could be implemented as a layout for the proposed Memorial Park. Staff estimates that the proposed Memorial Park will be approximately 2.27 acres and a columbarium wall (for urns) or a memorial wall (for plaques) could be situated in the larger clearing when you first enter the Memorial Park.

Currently Staff is researching surrounding Municipalities Commemorative Tree Planting Programs and Commemorative Bench Programs to help develop Magnetawan's Application Form, Commemorative Tree Species Guide and Commemorative Tree Planting Policy.

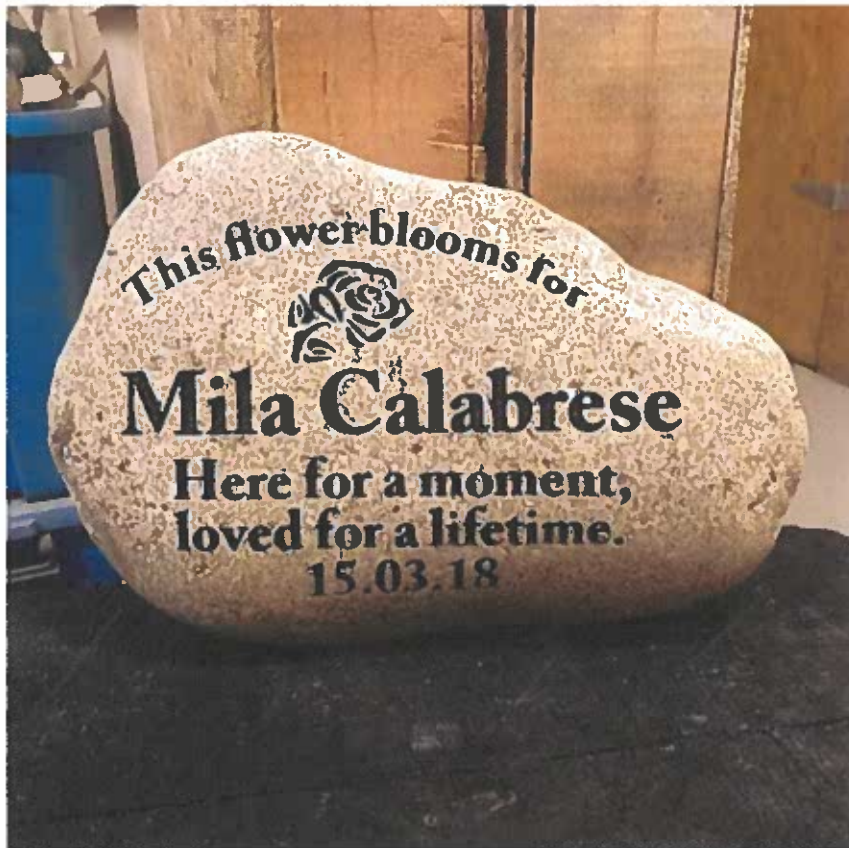
Financial Implications: None at this time until the Municipality is notified of the outcome of the grant.

Conclusion: Staff will continue working closely with the Cemetery Board to create the Chapman Memorial Sanctuary and will continue to provide updates to Council.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Laura Brandt', with a long horizontal flourish extending to the right.

Laura Brandt
Acting Deputy Clerk







Approx 2.27 ACRES

-  - Trails
-  - Trees
-  - Benches
-  - Memorial Wall / Mausoleum

Ministry of the Attorney General
720 Bay Street
11th Floor
Toronto ON M5G 2K1
Tel: 416-326-4000

Ministère du Procureur général
720, rue Bay
11^e étage
Toronto ON M5G 2K1
Tél.: 416-326-4000



**Ministry of Municipal Affairs
and Housing**
Office of the Minister
777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel: 416-585-7000

**Ministère des Affaires municipales
et du Logement**
Bureau du ministre
777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél.: 416-585-7000

Our Reference #: M-2021-6396

May 3, 2021

Dear Head of Council:

We are writing to you today to highlight some of the recent liquor licensing measures our government has taken to provide additional tools to municipalities to modernize the regulation of alcohol consumption.

As you know, our government has taken a series of actions to support Ontario's vibrant hospitality sector before and during the COVID-19 pandemic, including the more than 17,000 local restaurants and bars that are essential to life in our communities.

We will continue to work with Ontario businesses, workers and municipal partners to expand choice and convenience for consumers across the province.

Our government understands the important role that municipalities play in the effective administration of the liquor licensing framework, and we will work to continue this collaborative approach to support your community and the local businesses and workers that are essential to its economic growth and well-being.

On March 29, 2019, the *Liquor Licence Act* (LLA) was amended to authorize municipal governments to designate public areas within their jurisdiction, such as parks, for the public consumption of alcohol. Since that time, all municipalities in Ontario have had the flexibility to designate any area under their authority for the public consumption of alcohol, subject to any additional rules or conditions that the municipality considers appropriate (e.g. limitations on which day consumption could occur, times of day, etc.).

In addition to this important modernization of the province's regulatory framework for alcohol consumption, over the last 12 months our government has also delivered:

- Regulatory amendments that provide the Registrar of the Alcohol and Gaming Commission of Ontario (AGCO) the authority to alter its policy regarding temporary extensions of licensed premises, facilitating the creation of new or extended outdoor licensed areas for licensed establishments, subject to municipal oversight;

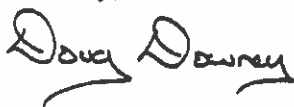
.../2

- Making an order under the *Reopening Ontario Act, 2020* (O. Reg. 345/20) which created temporary exemptions to the *Planning Act* procedural requirements, allowing municipalities to quickly authorize by-laws to establish or expand bar and restaurant patios;
- Implemented regulatory changes to permit tour boats that were not permitted to operate, due to public health measures, to utilize their liquor sales licence while docked (which was previously prohibited under the regulations), and, with approval from the municipality, create an outdoor or patio area on the dock for the safe sale and service of alcohol;
- Provisions that permit liquor sales licensees to include alcohol as part of a takeout or delivery food order;
- Various changes to the liquor delivery service program to expand the types of delivery services permitted and provide flexibility and increased choice for consumers;
- Significant changes to the rules for liquor manufacturers, including the expansion of the farmers' market program to include the sale of 100% Ontario and non-VQA wine, spirits and most recently eligible beer; and
- New opportunities and flexibility for manufacturers in how they are permitted to retail their product at their manufacturing facility, and the offerings they are able to provide to tourists visiting those facilities.

While not all changes to liquor licensing include municipal involvement, the steps being taken to modernize the liquor regulatory framework are intended to support local businesses within your communities. Our government continues to recognize the significant contributions that municipalities make to the liquor regulatory framework, and we look forward to your ongoing participation and collaboration in this regard.

Should you have any questions regarding the information contained in this letter, please contact Joseph Hillier, Chief of Staff for the Attorney General, at joseph.hillier@ontario.ca.

Sincerely,



Doug Downey
Attorney General



Steve Clark
Minister of Municipal Affairs and Housing

c: The Honourable Doug Ford, Premier of Ontario
The Honourable Lisa MacLeod, Minister of Heritage, Sport, Tourism and Culture Industries
Association of Municipalities of Ontario

Public Consumption of Alcohol

Q: Can I now consume alcohol in all public areas?

A: The government is introducing legislation to allow municipalities to designate public areas, such as parks, for the consumption of alcohol. It is up to municipalities to determine the places that ought to be eligible for designation for public alcohol consumption and to designate such an area if they choose.

Q: What is the AGCO's role with regard to municipally-designated areas for public consumption?

A: Where a municipality designates an area for public consumption, local police would be responsible for ensuring compliance with the law, including the prevention of underage drinking and public intoxication. The AGCO would not have a regulatory role in enforcement.

May 10, 2021

Magnetawan Farmers Market,
c/o Patti Paul

Magnetawan Councillors:

I am requesting a break in our rent for the Pavilion as last year since the Health inspector has informed me that we can open in the same manner we did last year.

That means revenues for the Market are minimal and we still have our expenses: rent and insurance.

I would appreciate it if we could get the rent reduced to \$50 per week and that would be a big help in keeping the Market running again this year.

Thanks in advance for your thoughtful consideration.

Yours truly,

Patti Paul

Manager of Magnetawan Farmers Market

RESOLUTION NO. 2020 - 132 **MAY 20, 2020**

Moved by: [Signature]

Seconded by: [Signature]

WHEREAS the Council of the Municipality of Magnetawan understands the economic and health concerns surrounding the current COVID19 pandemic;

AND WHEREAS, the Province has permitted the opening of Farmers Markets with an approved plan from the Public Health Unit to help mitigate the spread of COVID19;

NOW THEREFORE BE IT RESOLVED, that the Municipality agrees in principle with the opening of the Magnetawan Farmer's Market as proposed by Patti Paul, Manager, with the understanding that the municipal public washrooms will be closed, appropriate insurance coverage, including a specific COVID19 rider if applicable, is obtained, and that all other applicable federal and provincial laws are adhered to as well;

AND FURTHER THAT Council approves the reduction in the rental rate of 50% while the provincial restrictions governing the pandemic are in effect.

and further that, Council reserves the right to revoke this approval at any time

Carried Defeated Deferred [Signature]
Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

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



*Knowing our heritage
we will build our future.*

Moved by: _____

Seconded by: _____

WHEREAS, the Council of the Municipality of Magnetawan supports the good work the Magnetawan Horticultural Society does in our community;

AND WHEREAS, the Magnetawan Horticultural Society was unsuccessful in their Submission to the Scott’s Canada Grant;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan authorizes a donation in the amount of \$2,500 for the Magnetawan Horticultural Society to help build a Community Garden.

Carried _____ Defeated _____ Deferred _____

Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

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

East Parry Sound Veterinary Committee

Annual General Meeting

Teleconference Call

Wednesday March 24th, 2021 at 7:00 PM

Opening: Chairman Wayne Fetterley - call the annual meeting to order at 7:02 PM as they welcomed the Township representatives . Those present -Wayne Fetterley, Keith Miller, Dick Gibb, Jeff McLaren, Ron McLaren, Grant Crozier, Penny Brandt and secretary Gord Mitchell . Guests- Melanie Aikens of the Ministry of Energy Northern Development and Mines, our contract veterinarian Dr. Kelly Drost. Regrets - Dr. Norma de Rose, Rex Smith and Doug Weddel.

Annual Minutes of the 2020: Chairman Wayne asked that the minutes of the 2020 be reviewed. The minutes had earlier been email and delivered, Gord Mitchell suggested that they be accepted as delivered. Motion moved by Jeff McLaren, seconded by Keith Miller. There was not discussion. Carried.

Approval of the Financial Statement for 2020: Wayne Fetterley had agreed to audit the books and commented that he had reviewed the statements that were provided and that he found all was in order. He did ask where the charge for the teleconference call for the 2020 AGM was and Gord Mitchell the treasurer said that he had not included it as the payment was included in a large payment to the teleconference company. This 2020 AGM charge will be included in the 2021 expense sheet. A motion was moved by Grant Crozier seconded by Jeff McLaren to accept the financial statement as presented. Carried.

Business arising from the Annual Minutes: All motions that were made, were completed.

Correspondence review:

Letters were sent to financial contributors for the assessments in 2020.

NPAHN requested the 2020 VSC fee to stay qualified with the Veterinarian Assistance Program.

Report from the Contract Veterinarians:

Dr Norma de Rose – was unable to attend due to sickness – Her call total for the year April 1st 2020 to March 31 2021 equal 107 calls; travelled 8934 kilometer and earned \$10,720 from the Veterinary Assistance Program (VAP).

Dr Kelli Drost – Her calls for the same fiscal year as Dr de Rose - in the East Parry Sound Area – 241 calls; 26174 km and earned \$31408.00 from the VAP. Kelly reported that she got 20 new clients in East Parry Sound. When she takes on a new client she has client information kit and explains about the program, the fees and discusses storage of drugs. Her calls range from equine dentistry to be farmers who needs drugs. She has tried some Tele medicine with emails and photos to work on treatment plans.

Report from the Northern Producer Animal Health Network's AGM in October 2020 - Ron McLaren attended and found it very interesting to see what goes on at the NPAHN level of large

animal health care and met a few new people online. Ron indicated that he's interested in going to the next annual meeting as a follow up to the 2020 event. Ron reported on the project that NPAHN is working on now – to create a framework to resolve conflicts for the Veterinary Assistance Program guidelines for all stakeholders to use as conflicts do arise from time to time.

Confirm vet service committee supporter representatives:

Machar: Ron McLaren	Strong: Jeff McLaren
Village Burks Falls: Rex Smith	Joly: Doug Weddel
Township of Magnetawan: Keith Miller	Armour: Grant Crozier
Town Kearney: Wayne Fetterley	Ryerson: Penny Brandt
McMurrich: Dick Gibb	Township of Perry: Doug Weddel

Motion moved by Jeff McLaren, seconded by Dick Gibb that the list of representees be named for this year.

Joly township to name a representative.

Appoint Auditor: Wayne agreed to be the auditor of the committee books for 2021 year.

Election of Chair and Vice Chair:

Wayne Fetterley was nominated for the chair and accepted.

Penny Brandt volunteered to be the vice president.

Appoint secretary/treasurer: Gord Mitchell agreed to carry on in this position in 2021.

Approved Vet Contracts for 2021 to 2022 operational year.

Motion moved by Jeff McLaren, seconded by Grant Crozier to award Dr Norma de Rose 50% of the contact in East Parry Sound. Carried.

Motion moved by Keith Miller, seconded by Ron McLaren to award Dr Kelly Drost 50% of the contract East Parry Sound. Carried.

Approve payment of the VSC fees to NPAHN:

Motion moved by Jeff McLaren, seconded by Grant Crozier to pay NPAHN fee of \$1,000.00 that will keep East Parry Sound active in the VAP. Carried.

Confirm township assessment fees to pay the NPAHN fee:

Machar Township: \$ 160.00	Village of Burks Falls: \$ 100.00
Perry Township \$ 180.00	Ryerson: Township \$ 250.00
Armour Township \$210.00	Strong Township: \$ 310.00
Joly Township \$ 110.00	Town of Kearney: \$ 90.00
McMurrich/Monteith Township: \$ 90.00	Township of Magnetawan: \$ 385.00

Motion moved by Penny Brandt, seconded by Grant Crozier that the assessment fees remain the same as 2020. Carried.

Melanie Aitkins – We deliver Ontario government programs, services and information across the North.

We promote economic growth, infrastructure enhancements and investment in Northern Ontario. We also market the North on the global stage to attract investment dollars and open new export opportunities for northern businesses.

We ensure that government policies and programs reflect a northern perspective by gathering input from northern citizens and providing a voice for them in government decision-making.

Please contact Melanie for more information on these and other Ministry programs.

Adjournment declared by Chair Wayne at 9:10 pm.

P.S. Correspondence from Joly – Doug Weddel was nominated by their council to be their township representative in Dec 2020.

ALMAGUIN COMMUNITY ECONOMIC DEVELOPMENT (ACED)

MINUTES April 19, 2021

A regular meeting of the ACED Board was held at the Township of Armour Office and virtually on April 19, 2021 at 6:00 pm.

Present: Tim Bryson, Township of Joly, Chair
Wendy Whitwell, Township of Armour
Jennifer Farquhar, AHCC Representative
Barb Belrose, Village of Sundridge
Margaret Ann MacPhail, Township of Perry
Melanie Atkins, MENDM
Delynne Patterson, Township of Ryerson
John Wilson, Village of Burk's Falls
Peter McIsaac, Municipality of Powassan

Regrets: Kelly Elik, Township of Strong
Brenda Scott, Village of South River
Ron Begin, FedNor
Tim Brunton, Municipality of Magnetawan

Staff: Dave Gray, Director of Economic Development
Ciara Stead, Communication & Marketing Officer
Jeannette Smith, Administrative Assistant
John Theriault, Township of Armour
Nicky Kunkel, Village of Burk's Falls

Guest: Rod Ward, Chair Almaguin Highlands Health Council

Call to Order

The meeting was called to order at 6:00 pm.

Delegation

Rod Ward, Chair of the Almaguin Highlands Health Council (AHHC), gave the Board a history of the Council. The Council is comprised of 10 municipalities and was established in 2011 in response to health services being cut in our region affecting the Almaguin Highlands Health Centre in Burk's Falls. The Council is presently working on an Ontario Health Team (OHT) application; getting high speed internet throughout the Almaguin Highlands; attracting and retaining healthcare professionals and coordinating healthcare services to serve the entire region. The Council reports that the OHT application is in progress and has been approved for the "In Discovery" phase of the application process. The Council primary focus is to bring excellent patient care to the area.

Minutes

The minutes of the meeting of Monday, March 25, 2021 meeting were adopted, as circulated.

Director of Economic Development (DED) Report

The ACED Board reviewed the April report from the Director of Economic Development.

The Director covered the following items from the report;

1. An update on core activity tracking, which lists what the department has done over the past month. These included working on the Staycation project and the Agricultural Strategy Partnership.
2. An update on the digital main street program. OBIAA is presently working on a third season for the Digital Main Street Program. Some businesses still had some problems during season two getting a grant for the work they are doing. Feedback was forwarded to OBIAA to try and correct this problem for season three.
3. The work being done to support businesses including the Ontario Small Business Support grant, the Almaguin Virtual Job Fair, partnerships with the Almaguin Chamber of Commerce and the AHSS Student Engagement project,
4. An update on the Staycation Almaguin Program which is moving forward and is applying for funding from different sources. An application has also been prepared for the "Reconnect Festival and Event Program". This program supports innovative programming and marketing for festivals and events.
5. All municipalities were reminded to assist the Township of Strong in their application for a grant to create a walkway between Strong and Sundridge.
6. The COVID-19 Technology Adaptation Fund is now accepting applications. This fund is to help businesses acquire digital technology and e-business and marketing solutions.
7. ACED is participating in a transportation needs assessment survey for our area.
8. ACED is moving forward with the implementation of the Agricultural and Culinary Stakeholder Engagement Strategy.
9. 15 featured stops in our region have been included in the maps for the Great Taste of Ontario Road Trip.
10. ACED is participating in the planning of the Community Safety and Well-Being Plan requested by the Province. ACED is also providing administrative support to the Almaguin Highlands Health Committee and their Almaguin Highlands Ontario Health Team application.

Director of Economic Development (DED) Report cont'd

11. NOHFC has announced that the grant for the internship of the Communication and Marketing Officer has been reinstated for the second year. ACED has applied for it and has registered the Communications and Marketing Officer for the year 2 of the EDAC program.

Discovery Routes Proposal and Request for Support

Discovery Routes is requesting a partnership with ACED for developing more saleable trail-based tourism experiences. The Board reviewed the proposal and after some discussion passed a resolution to support the proposal with a \$2,000 contribution.

Updates

NOHFC

Applications are still being accepted for different grant programs. NOHFC supported over 50 businesses during the pandemic. There was a good uptake from businesses in our area. Over \$856,000 in grants was distributed supporting 695 jobs.

Resolutions

1. 2021-013 – Moved by Barb Belrose; Seconded by Margaret Ann MacPhail;
Be it resolved that the Almaguin Community Economic Development Board approve the minutes of March 15, 2021, as circulated. Carried
2. 2021-0014 – Moved by Jennifer Farquhar; Seconded by Wendy Whitwell;
Be it resolved that the Almaguin Community Economic Development Board has received, reviewed and approves the 2021 Discover Our Routes proposal from Discovery Routes and approves a \$2,000 partnership contribution to support the project. Carried

Adjournment

3. 2020-15 – Moved by Jennifer Farquhar; Seconded by Margaret Ann MacPhail;
Be it resolved that the Almaguin Community Economic Development Board adjourn the April 19, 2021 ACED meeting at 7:27 p.m. Carried

The next meeting will be May 17, 2021 at 6:00 p.m. If this changes, members will be advised.

CENTRAL ALMAGUIN PLANNING BOARD

63 Marie St
P. O. BOX 310
SOUTH RIVER, ON
POA 1X0

e-mail – centralalmaguinplan@hotmail.com

705 – 386 – 2573
FAX 705 - 386 - 0702
Susan L. Arnold
Secretary - Treasurer

Draft Board Meeting Minutes for April 21 , 2021 - 5:30pm

Attending:

Sundridge	Member	Steve Rawn*		Joly	Member	Tim Bryson*
South River	Member	Jim Coleman*	Vice Chair	Magnetawan	Member	Sam Dunnett
Machar	Member	Lynda Carleton		Strong	Member	Kelly Elik*
Provincial	Member	Michael Nelson *	Chair	Provincial	Member	John Maclachlan

* indicates attended the meeting virtually

Secretary-Treasurer: Susan L. Arnold

Guests: Attending Virtually- Peter Benninger, Paul Rockett, Wayne Simpson, Darren Bechtel, Barb Vanderspeck, Uwe Sehmrau,

The Chair called the meeting to order at 5:32 p.m.

Pecuniary Interest: None Declared

Res #1 Lynda Carleton- Stephen Rawn

Be it resolved that this Board does hereby adopt the minutes of Wednesday, March 17, 2021, as written. CARRIED

Res#2 Kelly Elik- Michael Nelson

Be it resolved that this Board does hereby approve payment of the April Accounts:

Ch #434- Village of South River; 2020 Photocopies and faxes; \$302.44

Ch #435- Village of South River; \$327.83 (April rent plus 3 months annual rent increase of \$6.07 X 3)

Ch #436- Susan Arnold; Wages (5 weeks + 3hrs)

CARRIED

Res#3 Kelly Elik- Stephen Rawn

Be it resolved that this Board does hereby approve File B017/20 Magnetawan. That this approval applies to create two (2) new lots which will have:

Lot 1: 1050.0m (+/-) Frontage X 122.0m (+/-) Depth with an area of 1.0ha (+/-);

Lot 2: 1050.0m (+/-) Frontage X 122.0m (+/-) Depth with an area of 1.0ha (+/-);

and retaining 76.09ha with frontage along Nipissing Rd South.

The subject land is located at Con A, Lots 72, 73 & Pt Lot 74, REM PCL 821 SS, known as 1743 Nipissing Rd S., Township of Magnetawan, District of Parry Sound.

The Board requires that all conditions of draft approval must be met before the deeds can be stamped and final approval given.

CARRIED

Res #4 Sam Dunnett- Lynda Carleton

Be it resolved that this Board does hereby approve File B001/21 Joly. That this approval applies to create three (3) new lots which will have

Lot 1: 65.0m (+/-) Frontage X 757m (+/-) Depth with an area of 4.39ha (+/-); and

Lot 2: 65.0m (+/-) Frontage X 740m (+/-) Depth with an area of 4.29ha (+/-);

Lot 3: 65.0m (+/-) Frontage X 715m (+/-) Depth with an area of 4.11ha (+/-); and retaining 261.0m (+/-) Frontage X 688m (+/-) Depth with an area of 14.88ha (+/-).

The Subject land is located at Con 14, Pt Lot 7, PIN 52066-0025, known as 337 Brennan's Road, Township of Joly, District of Parry Sound.

The Board requires that all conditions of draft approval must be met before the deeds can be stamped and final approval given.

CARRIED

Res #5 Tim Bryson- Kelly Elik

Be it resolved that this Board does hereby Approve File B002/21 Machar

That this approval applies to create one (1) Right-of-Way in favour of neighbouring property owner to the east. The ROW will be 154.53m (+/-) Frontage X 15.0m (+/-) Depth.

The Subject land is located at Con 1, Part of Lot 29 PT REM PCL 4059NS, Known as 219 Morris Lane; Township of Machar, District of Parry Sound.

The Board requires that all conditions of draft approval must be met before the deeds can be stamped and final approval given.

CARRIED

Res #6 Sam Dunnett- Michael Nelson

Be it resolved that this Board does hereby Approve File B003/21 Joly

That this approval applies to create three (3) new lots which will have:

Lot 1: 77.0m (+/-) Frontage X 527m (+/-) Depth with an area of 4.0ha (+/-); and

Lot 2: 77.0m (+/-) Frontage X 527m (+/-) Depth with an area of 4.0ha (+/-); and

Lot 3: 96.0m (+/-) Frontage X 527m (+/-) Depth with an area of 5.3ha (+/-) and retaining 85.0m (+/-) Frontage X 1006m (+/-) Depth with an area of 24.6ha (+/-).

The Subject land is located at Con 10, Lot 5, Registered Plan 42R-8648, Parcel 22141, known as 1029 Forest Lake Rd, Township of Joly, District of Parry Sound

The Board requires that all conditions of draft approval must be met before the deeds can be stamped and final approval given.

CARRIED

File B004/21 Strong was deferred until Strong Township here's back from a government agency and provides a resolution of support in-principle.

Res #7 Stephen Rawn- Jim Coleman

Be it resolved that this Board does hereby Approve File B005/21 Magnetawan

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

Lot 1: 185.0m (+/-) Frontage X Irregular (+/-) Depth with an area of 2.9ha (+/-); and

Lot 2: 86.0m (+/-) Frontage X Irregular (+/-) Depth with an area of 3.7ha (+/-) and retaining 88.6m Frontage (+/-) X 393.7m Depth (+/-) with an area of 6.7ha

The Subject land is located at Con 1, Part Lot 10, Township of Magnetawan, District of Parry Sound

The Board requires that all conditions of draft approval must be met before the deeds can be stamped and final approval given.

CARRIED

Res #8 Kelly Elik- Jim Coleman

Be it resolved that this Board does hereby Approve File B006/21 LOUNT

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

Lot 1: 122.0m (+/-) Frontage X 183.0m (+/-) Depth with an area of 2.23ha (+/-); and

Lot 2: 150.0m (+/-) Frontage X 350.0m (+/-) Depth with an area of 1.9ha; and retaining 315.0m Frontage (+/-) X 804.0m (+/-) Depth with an area of 36.5ha.

The Subject land is located at Con 2, Lot 4, Parcel 6131, Township of Lount, District of Parry Sound

The Board requires that all conditions of draft approval must be met before the deeds can be stamped and final approval given.

CARRIED

Res #9 Stephen Rawn- Lynda Carleton

Be it resolved that this Board does hereby Approve File B007/21 LOUNT

That this approval applies to create a lot addition measuring 20m Width (+/-) X 520m (+/-) Depth with an area of 1.4ha (+/-) to become part of Con 3, Part Lot 7, PCL 3783 of RP42R-9985, Township of Lount, District of Parry Sound.

The Subject land is located at Con 3, Lot 7, RP42R-9985 Part 1, Township of Lount, District of Parry Sound

The Board requires that all conditions of draft approval must be met before the deeds can be stamped and final approval given.

CARRIED

Those Board members attending at the South River Municipal accepted the new application for the following technical severance:

New Files: B008/21 Joly

Res #10 Jim Coleman- Kelly Elik

Be it resolved that this Board does hereby accept the Provincial Business Case Funding grant in the amount of \$5,000 and directs the Chair and the Secretary Treasurer to sign and return the appropriate documents to the Province.

CARRIED

The Board members were pleased with the first draft of the Consent Policies update provided by Robert Miller and have tabled a more detailed discussion once the Board can meet in person as a virtual discussion has its limitations due to varying internet speeds.

The Board met prior to the meeting to interview a potential candidate for the position of Secretary Treasurer.

Res #11 Kelly Elik- Jim Coleman

Be it resolved that this Board does hereby close this meeting to the public under Section 239 of the Ontario Municipal Act to discuss matters about an identifiable individual, including municipal or local board employees. Time of Closure: 6:30p.m. CARRIED

Res #12 Stephen Rawn- Michael Nelson

Be it resolved that this Board does hereby come out of Closed Session at 6:34 p.m. with John MacLachlan as Chair and further, the Board does hereby agree to hire Christine Hickey as the Assistant Secretary Treasurer commencing April 28, 2021. CARRIED

Res #13 Sam Dunnett- Lynda Carleton

Be it resolved that this Board does hereby adjourn until Wednesday, May 19, 2021 or at the call of the Chair. CARRIED

Susan L. Arnold

John MacLaughlin



**Magnetawan Community Development Committee (MCDC)
Meeting Minutes
May 05, 2021**

The meeting of the Magnetawan Community Development Committee was held by video conference via GoToMeeting on Wednesday May 05, 2021 10:00 am with the following present:

Chair Merik Szabunio
Vice Chair Marilyn Raaflaub
Diane Szabunio
Cathy Loree Bulych
Laura Brandt (Secretary)

Regrets:
Councillor John Hetherington

Opening Business

1.1 Call to Order

Meeting was called to order at 10:05 am.

1.2 Adoption of the Agenda

RESOLUTION 2021-12 D. Szabunio - Raaflaub

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

Carried.

1.3 Disclosure of Pecuniary Interest

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

1.4 Adoption of Previous Minutes

RESOLUTION 2021-13 Raaflaub - D. Szabunio

BE IT RESOLVED THAT the Magnetawan Community Development Committee adopts the minutes from the meeting of March 10, 2021.

Carried.

Items Brought Forward

2.1 Event for Easter – Magnetawan Central Public School

The Committee discussed the success of the Easter Baskets that were distributed to all the students at the Magnetawan Central Public School. The students and staff were very thankful, and the Facebook post had many positive responses from the community, with some parents posting pictures of their happy children.

2.2 Verbal Update Digital Photo Frame Heritage Center – Brand of Equipment and Inventory of Pictures

The Secretary advised the Committee that the equipment has been delivered. Any extra historical pictures have been located at the Heritage Museum. The Chair has picked up all the equipment and some of the historical pictures to start digitizing. The Library has also lent CDs with historical pictures and the Chair is currently working on digitizing these as well. Committee member Marilyn Raaflaub has located some historical pictures at her home and will be dropping them off to the office as they should be in the possession of the Museum. The Secretary will let the Chair know when they are dropped off. It was discussed that any pictures that are not historical, or have not been submitted but found, and/or have less than three children in the picture should not be considered.

2.3 Update Cabinets Community Centre and Heritage Museum

The Secretary advised that two specially ordered cabinets will be installed at the Heritage Museum one behind the desk to offer a secure place to keep the Digital Photo Frame as the cabinet locks and one to be used as a display case for artifacts.

2.4 Verbal Update Current Recreational Programming under COVID-19 Protocols

The Secretary advised the Committee that currently under the Stay at Home Order the Nordic Pole Walking Group has cancelled their weekly programming. As well the exercise class has been cancelled in person but Zoom classes are being provided and there has been a good turnout weekly from residents.

New Items for Discussion

3.1 Verbal Update Opening Locks and Heritage Museum

The Secretary advised the Committee that the job ads for the Summer Students have been advertised.

3.2 Father's Day

The Committee discussed the upcoming date of Father's Day on the events calendar and as the Committee has never in the past run events for this item, this year due to the pandemic that no event should be planned.

Direction was given to the Secretary to post Happy Father's Day messaging on the Municipal Digital Sign and Social Media Accounts

3.3 Budget 2021

The Committee was provided with the Budget for 2021.

3.4 Verbal Update Grants 2021

The Committee discussed the successful award of funding from Celebrate Ontario and discussed bringing ideas on how to celebrate Canada Day under COVID-19 restrictions.

Direction was given to the Secretary investigate the amendments to the Celebrate Ontario Grant to ensure that any Canada Day planning is compliant with the rules and regulations of the Grant.

Items for Information Only

4.1 Regional Recreation Committee

The Secretary advised the Committee that there is a Regional Recreation Committee, and the Secretary will provide updates from the meetings of this Committee.

5.1 Adjournment

RESOLUTION 2020-14 Raaflaub - D. Szabunio

BE IT RESOLVED THAT the Magnetawan Community Development Committee adjourns this meeting at 11:19 am to meet again on Thursday June 3, 2021 at 10:00 am or at the call of the Chair.

Carried.

Approved by:

Chair

Secretary



705-382-2900
www.almaguin-health.org

Minutes: May 7th, 2021 Via Zoom

Present: Dennis Banka, Rod Ward, Tom Bryson, Barbara Marlow and Lyle Hall, Brad Kneller, Marianne Stickland, Carol Ballantyne and Cathy Still (arrived at 11:07)

Regrets: Norm Hofstetter,

Guests: Jeanette Smith – ACED and Kevin MacLeod, BFFHT Executive Director

Secretary: Erica Kellogg

Call to order at 11:00am by Chair Rod Ward.

1. 2021-041 Moved by Barbara Marlow and Seconded Brad Kneller
THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Centre Committee adopt the minutes from April 7th, 2021, as circulated. Carried.

2. **Delegations:** None at this time

3. **Declaration of Pecuniary Interest:** None declared

4. **Resolutions passed:** Resolution 2021-42 MAOHT to support. Deferred.

“THAT The Almaguin Highlands Health Council does not support the creation of an ‘Almaguin only’ Ontario Health Team at this time. Should there be a significant negative change in the relationship with MAOHT, the Almaguin Highlands Health Council will re-evaluate the Almaguin Highlands Ontario Health Team application”.

4. **Items for Discussion**

- a) R. Ward informed the Committee he presented to Almaguin Community Economic Development during their regular meeting held on April 19th, 2021. R. Ward has also been asked to present to the Township of Perry and the Strong Sundridge Joly Medical Committee at their next meetings.
- b) R. Ward also updated the Committee on the MAOHT meetings in which he has participated in. Speaking to the various Committees and working

groups, in total there is five working groups addressing various aspects of the MAOHT.

- c) Discussion regarding the resolution of support for MAOHT commenced. Members discussed boundaries, participation of service providers and progress made with both MAOHT, NNHWOHT and AHOHT. Members deferred the resolution, opting to have a discussion at individual Council tables prior to moving the resolution forward. If Councils would like R. Ward is able to attend meetings for further information.
- d) May's AHHC Status Report, R. Ward discussed the statuses update.
- e) Treasure's report: received with no questions.
- f) Other business – non at this time

Resolution: 2021-43 Moved by Tom Bryson and Seconded by Marianne Stickland
THEREFORE BE IT RESOLVED THAT The Almaguin Highlands Health Centre adjourn at 12:07pm to meet again on TBA. Carried.

DRAFT



**THE CORPORATION OF
THE TOWN OF PERTH**

80 Gore Street East
Perth, Ontario K7H 1H9
Phone: (613) 267-3311
Fax: (613) 267-5635

April 30, 2021

Honourable Premier Doug Ford
Premier of Ontario
Legislative Building
Queens Park
Toronto, ON M7A 1A1

Dear Premier Ford:

Sent via Email: premier@ontario.ca

Re: Provincial Hospital Funding of Major Capital Equipment

The Town of Perth is requesting that further consideration be given to having the province be financially responsible for the replacement costs associated with all major capital equipment in hospitals, as municipalities across the province are facing major shortfalls in meeting their financial obligations. As set out in their asset management plans and cannot afford to directly absorb the financial responsibility for the replacement costs of the hospitals' major capital equipment without jeopardizing their financial sustainability.

As well, if the province is unwilling to assume the full responsibility for funding local hospitals completely, the Town of Perth requests that the province must develop a legislative framework as to how counties and municipalities should best address the financial shortfalls facing hospitals throughout Ontario, specifically the funding of major capital equipment:

Sincerely,


John Fenik
Mayor of Perth

cc: Ontario Municipalities
AMO – amo@amo.on.ca

Aged to Perfection!

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 23, 2021

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

Dear Chief Administrative Officer:

Re: 2022 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 requirements defined in O. Reg. 267/14 of the Police Services Act (PSA). The counts are based upon the 2020 Assessment Roll data delivered by MPAC to municipalities for the 2021 tax year. The property counts will be used by the OPP to help determine policing costs in the 2022 Annual Billing Statements.

Municipality	Household	Commercial & Industrial	Property Count
The Municipality of Magnetawan	2075	75	2150

The Household count is reflected in your 2020 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 the designated Realty Tax Class and Realty Tax Qualifiers (RTC/RTQ). Please find the details on <http://www.opp.ca/billingmodel> (search for Property Count Description document).

Please review the count for your municipality and if you have any questions or concerns, 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 2020 year end municipal property count determined as a result of your review, will be confirmed through MPAC and your 2022 municipal billing will be adjusted for the applicable changes.

Yours truly,

Phil Whitton, Superintendent
Bureau Commander
Municipal Policing Bureau

/2

Recreation

From: Kerstin Vroom
Sent: April 21, 2021 3:23 PM
To: Laura Brandt
Subject: FW: Please Direct Wildlife Inquiries to Aspen Valley Wildlife Sanctuary

For agenda

Thanks!
Kerstin

From: Alison Withey <alison.withey@aspensvalley.org>
Sent: April 21, 2021 3:21 PM
To: sdunnett2@gmail.com; Kerstin Vroom <Clerk@magnetawan.com>
Cc: Linda Glimps <linda.glimps@aspensvalley.org>
Subject: Please Direct Wildlife Inquiries to Aspen Valley Wildlife Sanctuary

Mayor Dunnett and CAO Vroom,

Wildlife is on the move once again and we are writing to remind you of our not-for-profit services and encourage you to direct wildlife inquiries to our attention accordingly.

For the past 34 years, Aspen Valley Wildlife Sanctuary (AVWS) has dedicated itself to the rescue of injured, sick and orphaned wildlife. We are authorized by the Ontario Ministry of Natural Resources and Forestry, and work within their established rules and regulations. Additionally, the animal welfare services section of the Ontario Ministry of the Solicitor General regularly inspects us.

Located in Rosseau, Ontario, on 460 acres of natural habitat, **AVWS provides a direct public service to the residents of Magnetawan** and communities throughout Parry Sound Muskoka.

We respond to hundreds of inquiries and animal intakes each year. Whether the animal is in distress, orphaned, injured, or considered a nuisance, **concerned citizens are encouraged to contact us at 705-644-4122 for expert wildlife advice and a solution to the issue at hand.**

Once rehabilitated, animals are returned to their natural environments giving them a second chance. For animals requiring permanent care, we provide them with an environment that satisfies their biological and behavioral needs.

If you have any questions, please feel free to contact us at any time. You are also invited to explore our educational information at www.aspensvalley.ca

Linda Glimps - Executive Director

Alison Withey - Director, Fundraising and Communications

Aspen Valley Wildlife Sanctuary
1116 Crawford Street, Rosseau, ON, P0C 1J0

Magnetawan Agricultural Society

2021 Virtual Fair Competitions

JUNIOR COMPETITIONS

This year, we have created a special grouping of categories "Agriculture in a Bag", so our Junior Members can continue to be creative and showcase their talents. As we are unable to host a 'hands on/in person' Fall Fair this year, all entries will be judged virtually. Once your Junior Member has created their entry for a specific category, you will be required to take a picture(s) of the entry as outlined in the category description and then email the photograph(s) to us for judging.

AGRICULTURE IN A BAG

All 'Agriculture in a Bag' categories are open to all Junior Members (17 years and younger) where your property is located within the Municipality of Magnetawan.

If you have moved from our area, but were a Junior Member that exhibited in our 2019 Fall Fair and you still fall within our age categories, you will be allowed to enter into this competition.

We will be distributing the actual 'Agriculture in a bag' packages to all students at the Magnetawan Central School, so if your Junior Member does not go to the MCS, please contact us at magnetawanfair@gmail.com and we will supply you with an Agriculture in a Bag package(s).

Each 'Agriculture in a Bag' package includes:

- Information Sheet with age categories, prize/award amounts and deadline dates
- 5 Category Sheets
- Parental Waiver Form
- Seeds for growing

Information Sheet

- All Categories will be judged according to the following age groupings (state in the registration, your Junior Members age as of June 1, 2021):
 - 4 to 5 years
 - 6 to 8 years
 - 9 to 12 years
 - 13 to 17 years
- Prize money will be awarded per age grouping within each category.
 - 1st place \$5.00
 - 2nd place \$3.00
 - 3rd place \$2.00
- Points will be awarded to the exhibitors that placed 1st, 2nd and 3rd in each age category.
 - 1st place – 5 points
 - 2nd place – 4 points
 - 3rd place – 3 points
- An additional \$10.00 will be awarded (in each age grouping) to the Junior Member with the 1st most overall points combining all 5 categories.
- An additional \$5.00 will be awarded (in each age grouping) to the Junior Member with the 2nd most overall points combining all 5 categories.

Agriculture in a Bag packages will be available May 20th

Parental Waiver forms must be returned by **Aug 30th** along with their entry submission(s)

Competition Category Photograph Submission Deadline: **Aug 30th**

Judging Date: **Sept 3rd**

Category 1

Article Made from Recycled Material

Example: A planter made from plastic pop bottles.



Once you have completed your entry and it is ready for judging:

- Take one photograph of your article and email it to us as an attachment
- magnetawanfair@gmail.com
- Email subject line to state 'article made from recycled material'
- Email body to include:
 - The Junior Member's Name and age
 - A brief explanation of what your article is
 - What recycled material you used in your entry

Category 2

Painting on a Rock

Example: Paint a rock to look like a lady bug



Once you have completed your entry and it's ready for judging:

- Take one photograph of your entry and email it to us as an attachment
- magnetawanfair@gmail.com
- Email subject line to state 'painting on a rock'
- Email body to include:
 - The Junior Member's Name and age
 - A brief explanation of what your painting is of, or about

Category 3

Gardening (grown from the seeds included in your Agriculture in a Bag package)

- You will be planting sunflower, carrot and squash seeds
- We require you to take 4 photographs (1 for each of the following items) and submit the photographs to us for judging

1)**Largest Sunflower Head** – your picture must show a tape measure on the sunflower head so the judges can see the exact diameter measurement

2)**Tallest Sunflower** - your picture must show a tape measure from the ground to the top of the sunflower so the judge can see how tall your sunflower is

3)**Weirdest Shaped Carrot** – take a picture of the weirdest shaped carrot you grew

4)**Weirdest Squash** – take a picture of the weirdest squash you grew



Once you have taken your 4 required photographs

- Email the 4 photographs as an attachment in one email
- Email subject line to state 'gardening'
- Email body to include:
 - The Junior Member's Name and age
 - The exact measurement of your largest sunflower head
 - The exact measurement of your tallest sunflower

Category 4

Photography

Required: One photo taken in either 2020 or 2021 illustrating a new activity that you did or a sport that you learned during COVID 19



- Email the photograph to us as an attachment in one email
- magnetawanfair@gmail.com
- Email subject line to state 'photography'
- Email body to include:
 - The Junior Member's Name and age
 - A brief explanation of what the new activity or sport you learned is

Category 5

Baking - Chocolate Chip Cookies

We require you to take 5 photographs (1 for each of the following items) and submit the photographs to us for judging

- 1) **Cookie Preparation** – a picture of you mixing the cookie ingredients together
- 2) **Oven Ready** – a picture of your cookies just before you put them in the oven to bake
- 3) **Out of the Oven** – a picture of your cookies once they come out of the oven
- 4) **Cookie Display** – a picture of 6 of your cookies on a plate
- 5) **Enjoying your cookies** – a picture of you enjoying eating your cookies



Once you have taken your 5 required photographs

- Email the 5 photographs as an attachment in one email
- magnetawanfair@gmail.com
- Email subject line to state 'baking – chocolate chip cookies'
- Email body to include:
 - The Junior Member's Name and age
 - Include a copy of the recipe you used to make your cookies

FAMILY COMPETITION

Bird House Kit 'assembly and decorating'

- This is a family activity where you must have at least one child 17 years or younger participating
- To participant in this competition your property must be located within the Municipality of Magnetawan
- Objective: to assemble and decorate a bird house kit to be judged virtually. You must make the bird house from the kit we supply to you.

- Judging criteria:
 - 30% - construction of the bird house kit
 - 60% - creativity in decorating the bird house
 - 10% - submission of required pictures of the completed and mounted bird house



- You must register for this competition by emailing magnetawanfair@gmail.com with your name, telephone number and property location address.
- Please include in the subject line "Bird House Kit Registration". **Registration deadline in May 20th**
- Once registered you will be given a package of precut wood (1 per family unit) which you will build and then decorate as a bird house.
- After you have totally completed your bird house, it must be mounted outdoors for the birds to make their home in.
- Once you have mounted your bird house outdoors you are required to take 4 pictures of your bird house (1 of each side of the bird house).
- Email the 4 pictures to us at magnetawanfair@gmail.com for judging. **Pictures must be received by the deadline date of August 30th**
- **Judging will take place on September 3rd**

1st PRIZE - \$25.00 2nd PRIZE - \$20.00 3rd PRIZE \$15.00 4th PRIZE \$10.00

ADULT COMPETITION

Quilt Block Competition

- Objective: to create one 12½" x 12½" unfinished quilt block to be judged
- Competition open to anyone 18 years or older
- You must register for this competition in advance by emailing magnetawanfair@gmail.com with the subject line "Quilt Block Competition".

Registration deadline is May 18

- Registration will be limited to the first 24 email registrations received
- After registration confirmation, you will be instructed where you can pick up a package of material that you are to use to design your unique 12½" x 12½" quilt block. **Material pickup date is May 20**
- You may only use the material supplied to you to create your individual quilt block.
- **Your completed quilt block entry must be returned back to us on June 4**
- Judging will take place the following week.
- Judging criteria:
 - 40% creativity in pattern design
 - 30% use of fabric supplied for visual effect in the design
 - 30% quality of workmanship
- All quilt blocks become the property of the Magnetawan Agricultural Society
- After the competition the quilt blocks will be sewn together and quilted to make infant quilts that will be donated to local organizations



1st PRIZE - \$25.00 2nd PRIZE - \$20.00 3rd PRIZE \$15.00 4th PRIZE \$10.00



April 22, 2021

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

Title: Municipality of Magnetawan Canada Day Celebration

Dear Ms. 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 \$ 4,000 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 2021-2022 and will be subject to certain terms and conditions, the appropriation of funds by Parliament, and the budget levels of the Program.

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

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

Sincerely,


Lum, Jillian
2021.04.29
10:31:25
-04'00'

Jillian Lum
A/Regional Director General
Ontario Region





ICYMI

In Case You Missed It!

Council Highlights

April 28, 2021

To read the complete minutes, agenda packages and by-laws please visit our website at www.magnetawan.com

Council passed Resolution 2021-120 authorizing a donation in the amount of \$100 for the Almaguin Highlands Secondary School Graduation Awards Program. Congratulations to all our 2021 Graduates.



Council passed Resolution 2021-121 approving the Magnetawan Agricultural Society's request for Electricity to be installed in the Agricultural Barn. Now the "Barn's" White Elephant Treasures will be lit for all to see!!

Council passed Resolution 2021-117 recognizing the ongoing efforts of Wendigo Lake Expeditions and asking the Provincial and Federal Governments to prioritize the retention of this facility to continue its good work with Youth at Risk and/or become a centre for Youth Mental Health.



Council passed By-laws 2021-24, 2021-25, 2021-26 renaming 6-7 Side Road to Cobalt Lane, naming the Ahmic Harbour Internet Tower unopened road allowance to Harbour Lane, and naming the Cedar Croft Internet Tower unopened road allowance to Hickory Lane.

Council passed motion 2021-123 supporting the Township of Hudson Support for Fire Departments asking that the Federal and Provincial Governments include apparatuses, training, equipment, and structures for fire departments as eligible categories to any further infrastructure programs which will not only provide immediate stimulus to the local Provincial and Federal economies given current economic uncertainty but also ensure the safety of Canadians and dedicated firefighters.



Questions? Concerns? Ideas? Contact the Municipal Office at (705) 387-3947
or by email at info@magnetawan.com

Council Approval Accounts Payable and Payroll

Meeting Date:

Accounts Payable	Amount
Batch # 47	\$ 98,916.93
Cheque Date:	
Cheque Numbers	
From: 21675 To: 21687	
Batch # 51	\$ 38,980.04
From: 21690 To: 21690	
Batch # 53	\$ 14,514.85
From: 21691 To: 21691	
Batch # 55	\$ 125,613.63
From: 21692 To: 21746	
Batch # 83	\$ 8,383.04
From: To:	
EFT	
Batch # 49	\$ 38,639.21
EFT	
Batch # 57	\$ 9,001.74
Total Accounts Payable	\$ 334,049.44
Cancelled Cheques 21712 & 21737 Due to incorrect Vendor	<u>< 8,383.04 ></u> \$ 325,666.40
Payroll	
Staff Pay APRIL 4-17/21	\$ 29,536.67
Pay Period: # 8	
Direct deposit and Cheque # 21672 to # 21673	
Staff Pay APRIL 18/21 - MAY 1/21	\$ 29,105.94
Pay Period: # 9	
Direct deposit and Cheque # 21688 to # 21689	
Council Pay APRIL 1-30/21	
Pay Period: #	
All Direct deposit	\$ 4,418.59

Total Payroll

\$63,061.20

Total for Resolution

\$388,727.60

MUNICIPALITY OF MAGNETAWAN
Council/Board Report By Dept-(Computer)



AP5130 Page : 1
 Date : May 13, 2021 Time : 11:20 am

Vendor : 01009 To 30000
 Batch : 47 To 83
 Department : All

Cheque Print Date : 01-Jan-2021 To 19-May-2021
 Bank : 0099 To 1
 Class : All

Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			

DEPARTMENT	1000	LEGISLATIVE					
01044		ALMAGUIN HIGHLANDS HEALTH CENTRE					
MAY 2021		DONATION			55 06-May-2021	19-May-2021	
1-4-1000-5020		COUNCIL - Donation AHHC					6,145.00
01056		ALMAGUIN HIGHLANDS SECONDARY SCHOOL					
2021		GRADUATION AWARD PROGRAM			55 28-Apr-2021	19-May-2021	
1-4-1000-5018		COUNCIL - Donations					100.00
03082		CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 1813					
APRIL 30/21		APRIL 2021 UNION DUES			47 29-Apr-2021	30-Apr-2021	
1-2-1000-1044		Union dues payable					695.56
13115		MAGNETAWAN HORTICULTURAL SOCIETY					
MAY 2021		2021 DONATION			55 11-May-2021	19-May-2021	
1-4-1000-5018		COUNCIL - Donations					2,500.00
19110		STRAKA JODI MICHELLE					
APRIL 27/21		REIMBURSEMENT OF ENTRANCE PERMIT DEPOSIT			47 27-Apr-2021	30-Apr-2021	
1-2-1000-1083		Entrance Security Deposits					500.00
Department Totals :							9,940.56

DEPARTMENT	1100	ACCOUNTS RECEIVABLE					
13330		MHBC PLANNING LIMITED					
5022248		MAGNETAWAN - CAMP KLAHANIE			55 16-Apr-2021	19-May-2021	
1-1-1100-1139		A/R-Klahanie Campers Corporation					1,397.25
5022249		LITTLE ZBA - 161 LITTLE LANE			55 16-Apr-2021	19-May-2021	
1-1-1100-1159		A/R-John Little					336.18
5022250		LANFER/GOLDSTEIN - 20 KINGS COVE ROAD			55 16-Apr-2021	19-May-2021	
1-1-1100-2008		A/R - T Lanfer					1,893.32
5022251		CROZIER-CONSENT			55 16-Apr-2021	19-May-2021	
1-1-1100-2009		A/R - M Crozier					1,645.28
5022260		SCHEERER - SEVERANCE REVIEW			55 16-Apr-2021	19-May-2021	
1-1-1100-1183		A/R-J Scheerer					1,980.89
18035		RUSSELL					
63-283-371		HEIMBECKER PURCHASE OF SHORE ROAD ALLOWANCE			55 22-Apr-2021	19-May-2021	
1-1-1100-1158		A/R- R Heimbecker					1,197.29
Department Totals :							8,450.21

DEPARTMENT	1200	ADMINISTRATION					
02013		BELL MOBILITY					
519949447 API		LONG DISTANCE CHARGES			47 09-Apr-2021	30-Apr-2021	
1-4-1200-2052		ADMIN - Cell Telephone					77.86
06003		NORTHERN NERDS					
0001356		APRIL 2021 MONTHLY IT SERVICES			55 01-Apr-2021	19-May-2021	
1-4-1200-2130		ADMIN - Computer expenses					858.80
13009		MAGNETAWAN GRILL AND GROC					
180621		COFFEE			55 16-Apr-2021	19-May-2021	
1-4-1200-2015		ADMIN - Office maintenance & supplies					17.98
181544		COFFEE			55 27-Apr-2021	19-May-2021	
1-4-1200-2015		ADMIN - Office maintenance & supplies					17.98

MUNICIPALITY OF MAGNETAWAN
Council/Board Report By Dept-(Computer)



AP5130 Page : 2
 Date : May 13, 2021 Time : 11:20 am

Vendor : 01009 To 30000
 Batch : 47 To 83
 Department : All

Cheque Print Date : 01-Jan-2021 To 19-May-2021
 Bank : 0099 To 1
 Class : All

Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 1200 ADMINISTRATION							
18035 RUSSELL							
63-283-276 MA				BUILDING LEGAL AND GENERAL LEGAL MATTERS	55 04-May-2021	19-May-2021	
1-4-1200-2215				ADMIN - Legal fees-labour			302.51
63-283-386				LEGAL FEES GENERAL - OSBORNE	55 22-Apr-2021	19-May-2021	
1-4-1200-2210				ADMIN - Legal Fees-general			2,984.80
19055 STAPLES BUSINESS ADVANTAGE							
55967779				HDMI CORDS	47 21-Apr-2021	30-Apr-2021	
1-4-1200-2010				ADMIN - Office Supplies			44.95
56065920				OFFICE SUPPLIES	55 05-May-2021	19-May-2021	
1-4-1200-2010				ADMIN - Office Supplies			23.04
56101247				OFFICE SUPPLIES	55 10-May-2021	19-May-2021	
1-4-1200-2010				ADMIN - Office Supplies			36.14
22030 VIA NET INTERNET SOLUTIONS							
561084 MAY/2				MAY 2021 INTERNET SERVICES	55 01-May-2021	19-May-2021	
1-4-1200-2135				ADMIN - Website expenses			151.41
23086 XEROX CANADA LTD							
85414121				APRIL 2021 COPYING EXPENSES	55 30-Apr-2021	19-May-2021	
1-4-1200-2140				ADMIN - Copying Expenses			376.15
Department Totals :							4,891.62

DEPARTMENT 1300 TREASURY							
01189 PPE SOLUTIONS INC.							
8304				SINGLE PACKAGE WIPES	47 24-Feb-2021	30-Apr-2021	
1-4-1300-2025				TREAS - Covid 19 Safe Restart Expenses			129.37
03089 RIACH PATRICIA							
100 MAY/21				COVID -19 FACE MASKS	55 04-May-2021	19-May-2021	
1-4-1300-2025				TREAS - Covid 19 Safe Restart Expenses			118.41
07093 GLOBAL INDUSTRIAL CANADA							
581602				FIRST AID AND EYE WASH	47 19-Mar-2021	30-Apr-2021	
1-4-1300-2025				TREAS - Covid 19 Safe Restart Expenses			456.00
13073 MINISTER OF FINANCE							
APRIL 30/21				FINANCE CHARGE	51 30-Apr-2021	30-Apr-2021	
1-4-1300-2310				TREAS - Bank Charges			0.04
19045 LINDA SAUNDERS							
APR 16/21				APRIL 16/21 MILEAGE FOR BANKING	55 16-Apr-2021	19-May-2021	
1-4-1300-2010				TREAS - Taxation Materials			25.30
APR 19/21				APRIL 9/21 MILEAGE FOR BANKING	55 19-Apr-2021	19-May-2021	
1-4-1300-2010				TREAS - Taxation Materials			25.30
APR 23/21				APRIL 23/21 MILEAGE FOR BANKING	55 23-Apr-2021	19-May-2021	
1-4-1300-2010				TREAS - Taxation Materials			25.30
APR 30/21				APRIL 30/21 MILEAGE FOR BANKING	55 30-Apr-2021	19-May-2021	
1-4-1300-2010				TREAS - Taxation Materials			25.30
19172 AJ STONE COMPANY LTD							
0000158471				FOAM FIRE AIR	47 02-Mar-2021	30-Apr-2021	
1-4-1300-2025				TREAS - Covid 19 Safe Restart Expenses			2,135.51

MUNICIPALITY OF MAGNETAWAN
Council/Board Report By Dept-(Computer)



AP5130 Page : 3
 Date : May 13, 2021 Time : 11:20 am

Vendor : 01009 To 30000
 Batch : 47 To 83
 Department : All

Cheque Print Date : 01-Jan-2021 To 19-May-2021
 Bank : 0099 To 1
 Class : All

Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			

DEPARTMENT 1300 TREASURY

Department Totals : 2,940.53

DEPARTMENT 1600 CONDITIONAL GRANTS

13073 MINISTER OF FINANCE

211304211232(CREDIT CSPT GRANT 51 30-Apr-2021 30-Apr-2021
 1-3-1600-5093 Prov Govt - CSPT Program -759.00

Department Totals : -759.00

DEPARTMENT 2000 FIRE DEPARTMENT

02013 BELL MOBILITY

519949447 API LONG DISTANCE CHARGES 47 09-Apr-2021 30-Apr-2021
 1-4-2000-2052 FD - Cell Telephone 95.20

02014 BELL MOBILITY INC

1400016929 CELL TOWER RENTAL - MAY/2021 55 09-Apr-2021 19-May-2021
 1-4-2000-2053 FD - Communications Tower 66.50

06049 FIRE MARSHAL'S PUBLIC SAFETY COUNCIL

005601 MAY 2021 - APRIL 2022 MEMBERSHIP RENEWAL 55 12-Apr-2021 19-May-2021
 1-4-2000-1320 FD - Memberships 100.00

13334 M&L SUPPLY FIRE & SAFETY

007432 FORESTRY TOOLS 55 26-Apr-2021 19-May-2021
 1-4-2000-7132 FD - Equipment Replacement 612.35

007448 HAND TOOL REPLACEMENT

1-4-2000-7132 FD - Equipment Replacement 442.28

15050 HYDRO ONE NETWORKS

200198935146 226 SIDE RD 15 16 N 55 29-Apr-2021 19-May-2021
 1-4-2000-2029 FD - Hydro - 226 15th & 16th Side Rd N 25.86

Department Totals : 1,342.19

DEPARTMENT 2002 FIRE TRAINING

16019 TOWNSHIP OF PERRY

2021-021 FIRE TRAINING LUNCH 55 15-Apr-2021 19-May-2021
 1-4-2002-2010 FT - Training expenses 24.00

Department Totals : 24.00

DEPARTMENT 2003 FIRE PREVENTION

06018 FISHER'S REGALIA

47329 UNIFORM HAT 47 08-Jan-2021 30-Apr-2021
 1-4-2003-2010 FP - Prevention materials & supplies 133.34

Department Totals : 133.34

DEPARTMENT 2005 FIRE MAG STATION

13013 MAGNETAWAN BUILDING CENTRE (FIRE DEPT.)

103-72149 PAINTING SUPPLIES 55 14-Apr-2021 19-May-2021
 1-4-2005-7140 MAG STATION - Maintenance & Repairs 92.29

103-72410 PAINTING SUPPLIES 55 22-Apr-2021 19-May-2021

MUNICIPALITY OF MAGNETAWAN
 Council/Board Report By Dept-(Computer)



AP5130 Page : 4
 Date : May 13, 2021 Time : 11:20 am

Vendor : 01009 To 30000
 Batch : 47 To 83
 Department : All

Cheque Print Date : 01-Jan-2021 To 19-May-2021
 Bank : 0099 To 1
 Class : All

Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 2005	FIRE MAG STATION						
1-4-2005-7140				MAG STATION - Maintenance & Repairs			24.11
13240	JIM MOORE PETROLEUM						
564423				FURNACE OIL	47 24-Feb-2021	30-Apr-2021	
1-4-2005-2024				MAG STATION - Heating Fuel			745.20
568451				FURNACE OIL - MAGNETAWAN FIRE HALL	55 21-Apr-2021	19-May-2021	
1-4-2005-2024				MAG STATION - Heating Fuel			339.02
22030	VIA NET INTERNET SOLUTIONS						
561084 MAY/2				MAY 2021 INTERNET SERVICES	55 01-May-2021	19-May-2021	
1-4-2005-2050				MAG STATION - Telephone			79.09
Department Totals :							1,279.71

DEPARTMENT 2006	FIRE AHMIC STATION						
15050	HYDRO ONE NETWORKS						
200198932621				60 AHMIC STREET	55 11-May-2021	19-May-2021	
1-4-2006-2030				AHMIC STATION - Hydro			491.03
Department Totals :							491.03

DEPARTMENT 2009	ATV & MOBILE EQUIPMENT						
11068	KATRINE MARINE						
4685				ATV SERVICE	55 28-Apr-2021	19-May-2021	
1-4-2009-2070				ATV & MOBILE EQUIP-Repairs & Maintenance			346.53
13013	MAGNETAWAN BUILDING CENTRE (FIRE DEPT.)						
101-61565				HITCH FOR ATV	55 05-May-2021	19-May-2021	
1-4-2009-2070				ATV & MOBILE EQUIP-Repairs & Maintenance			62.13
19229	SUNBELT RENTALS						
73500703-0001				HARD SUCTION REPLACEMENT	55 20-Apr-2021	19-May-2021	
1-4-2009-2070				ATV & MOBILE EQUIP-Repairs & Maintenance			79.94
Department Totals :							488.60

DEPARTMENT 2010	FIRE TRUCK#510 - 2012 DODGE RAM 2500						
07086	GRIFFITH BROS SERVICE CTR. LTD						
205639				WHEEL BEARING FOR TR 510	55 04-May-2021	19-May-2021	
1-4-2010-2070				TR510 - Repairs and testing			619.53
Department Totals :							619.53

DEPARTMENT 2031	FIRE TRUCK #531 - 2019 PUMPER TRUCK						
12034	LIGHTNING EQUIPMENT SALES INC						
34770				REPLACEMENT LIGHTS	47 21-Jan-2021	30-Apr-2021	
1-4-2031-2070				TR531 - Repairs and testing			466.69
35517				CREDIT FOR REPLACEMENT LIGHT RETURN	47 26-Apr-2021	30-Apr-2021	
1-4-2031-2070				TR531 - Repairs and testing			-167.24
Department Totals :							299.45

DEPARTMENT 2100	BUILDING DEPARTMENT						
03065	CLOUTHIER MATTHEW						

MUNICIPALITY OF MAGNETAWAN
Council/Board Report By Dept-(Computer)



AP5130 Page : 5
 Date : May 13, 2021 Time : 11:20 am

Vendor : 01009 To 30000
 Batch : 47 To 83
 Department : All

Cheque Print Date : 01-Jan-2021 To 19-May-2021
 Bank : 0099 To 1
 Class : All

Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1 CC2 CC3	GL Account Name					

DEPARTMENT 2100 BUILDING DEPARTMENT							
2021-04-29	APRIL 1-29/21 MILEAGE				55 29-Apr-2021	19-May-2021	
1-4-2100-2030		CBO - Mileage					1,328.78
18035	RUSSELL						
63-283-276 MA	BUILDING LEGAL AND GENERAL LEGAL MATTERS				55 04-May-2021	19-May-2021	
1-4-2100-2210		CBO - Legal Fees					120.00
Department Totals :							1,448.78

DEPARTMENT 2200 BYLAW ENFORCEMENT							
04031	DEEVEY CAITLIN A						
M000000306	APR 19-30/21 MILEAGE				55 02-May-2021	19-May-2021	
1-4-2200-2010		BLEO - Materials/Supplies					182.40
05030	EAST PARRY SOUND VETERINARY SERVICE						
MAY/2021	2021 VETERINARY SERVICE COMMITTEE FEES				55 02-May-2021	19-May-2021	
1-4-2200-2010		BLEO - Materials/Supplies					385.00
19145	SIGNCRAFT CANADA INC.						
1079	2021 TRAILER LICENSE DECALS				55 30-Apr-2021	19-May-2021	
1-4-2200-2010		BLEO - Materials/Supplies					113.00
Department Totals :							680.40

DEPARTMENT 2500 PROTECTION TO PERSONS & PROPERTY							
13073	MINISTER OF FINANCE						
102604211546	MARCH 2021 OPP BILLING				51 30-Apr-2021	30-Apr-2021	
1-4-2500-2010		PROTECT - Policing Costs					40,641.00
200803211100	OCT-DEC/20 REVENUE				51 30-Apr-2021	30-Apr-2021	
1-4-2500-2010		PROTECT - Policing Costs					-451.00
202203211151	CORRECT PREVIOUS OVERPAYMENT				51 30-Apr-2021	30-Apr-2021	
1-4-2500-2010		PROTECT - Policing Costs					-451.00
19145	SIGNCRAFT CANADA INC.						
1080	REFLECTIVE NUMBERS FOR 911 SIGNS				55 30-Apr-2021	19-May-2021	
1-4-2500-2030		PROTECT - 911					79.10
Department Totals :							39,818.10

DEPARTMENT 2600 COMMUNITY DEVELOPMENT							
01129	THE ENGRAVING SHOPPE						
SI-82699	SENIOR CITIZEN OF THE YEAR PLAQUE				55 28-Apr-2021	19-May-2021	
1-4-2600-2010		COM - Materials/Supplies					194.36
04085	CINDY LEGGETT						
MAY 3/21	APRIL 1-27/21 FITNESS ZOOM FITNESS CLASSES				55 03-May-2021	19-May-2021	
1-4-2600-2400		COM - Recreation					455.00
Department Totals :							649.36

DEPARTMENT 3011 BRIDGES & CULVERTS							
08002	GREER GALLOWAY CONSULTING ENGINEERS						
24102	CULVERT 11 PROJECT AND HORN LAKE LETTER				47 22-Dec-2020	30-Apr-2021	
1-4-3011-3040		A - Culvert/Bridge-Engineering					15,627.90

Council/Board Report By Dept-(Computer)



Vendor : 01009 To 30000
 Batch : 47 To 83
 Department : All

Cheque Print Date : 01-Jan-2021 To 19-May-2021
 Bank : 0099 To 1
 Class : All

Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			

DEPARTMENT 3011 BRIDGES & CULVERTS

Department Totals : 15,627.90

DEPARTMENT 3022 BRUSHING/TREE TRIMMING

14062 NEAR NORTH INDUSTRIAL SOLUTIONS

73517 BRUSHING EXCAVATOR 55 07-May-2021 19-May-2021
 1-4-3022-3030 B2- Rented Equipment-Excavator 226.72

19229 SUNBELT RENTALS

73430905-0001 MARCH 29-APRIL 9/21 RENTAL OF CHIPPER FOR BRUSH AND TRIMMING 55 14-Apr-2021 19-May-2021
 1-4-3022-3015 B2 - Rental of Chipper 3,658.38

Department Totals : 3,885.10

DEPARTMENT 3023 DITCHING

21007 UNITED RENTALS

193316486-001 PLATE TAMPER PROJECT 55 30-Apr-2021 19-May-2021
 1-4-3023-8000 B3 - Capital 9,828.74

Department Totals : 9,828.74

DEPARTMENT 3031 COLD MIX PATCHING

06050 FOWLER CONSTRUCTION COMPANY

45412 COLD MIX ASPHALT 55 08-May-2021 19-May-2021
 1-4-3031-2010 C1 - Materials/Supplies 3,630.01

Department Totals : 3,630.01

DEPARTMENT 3042 GRADING

10007 SCOTT JOHNSTON

19 MARCH 30,31, APRIL 6,7,8/21 GRADING CONTRACTS 55 16-Apr-2021 19-May-2021
 1-4-3042-4010 D2 - Contracts 4,990.08

Department Totals : 4,990.08

DEPARTMENT 3061 SAFETY DEVICES

13175 CEDAR SIGNS

1526 STREET NAME SIGN - LOST FOREST PARK LANE 83 03-May-2021 19-May-2021
 1-4-3061-2350 F - Signage 75.92

19037 SLING-CHOKER MFG. (NORTH BAY) LTD.

087056 LONG SLEEVE SAFETY SHIRTS 83 20-Apr-2021 19-May-2021
 1-4-3061-2020 F - Safety-PPE 873.44

087079 SAFETY SUPPLIES 83 21-Apr-2021 19-May-2021
 1-4-3061-2020 F - Safety-PPE 713.63

087080 SAFETY SUPPLIES 83 21-Apr-2021 19-May-2021
 1-4-3061-2020 F - Safety-PPE 822.50

19046 CHARLES SAUNDERS

106092 WORKS BOOTS - C.SAUNDERS 55 20-Apr-2021 19-May-2021
 1-4-3061-2020 F - Safety-PPE 150.00

Department Totals : 2,635.49

MUNICIPALITY OF MAGNETAWAN
Council/Board Report By Dept-(Computer)



AP5130 Page : 7
 Date : May 13, 2021 Time : 11:20 am

Vendor : 01009 To 30000
 Batch : 47 To 83
 Department : All

Cheque Print Date : 01-Jan-2021 To 19-May-2021
 Bank : 0099 To 1
 Class : All

Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 3101 OVERHEAD							
02013 BELL MOBILITY							
519949447 API				LONG DISTANCE CHARGES	47 09-Apr-2021	30-Apr-2021	
1-4-3101-2052				J - Cell Telephone			147.79
02014 BELL MOBILITY INC							
1400016929				CELL TOWER RENTAL - MAY/2021	55 09-Apr-2021	19-May-2021	
1-4-3101-2053				J - Communications Equipment and Tower			66.50
13009 MAGNETAWAN GRILL AND GROC							
341397				COFFEE CREAM	55 15-Apr-2021	19-May-2021	
1-4-3101-2120				J - Office			8.58
13012 MAGNETAWAN BUILDING CENTRE (ROADS)							
102-20874				ROUND SHOVEL	55 07-May-2021	19-May-2021	
1-4-3101-2080				J - Small Tools and Supplies			38.41
13240 JIM MOORE PETROLEUM							
568110				CLEAR DIESEL	55 14-Apr-2021	19-May-2021	
1-4-3101-2022				J - Clear Diesel Inventory Clearing			63.12
568111				DYED DIESEL	55 14-Apr-2021	19-May-2021	
1-4-3101-2023				J - Dyed Diesel Inventory Clearing			1,087.22
568403				DYED DIESEL	55 21-Apr-2021	19-May-2021	
1-4-3101-2023				J - Dyed Diesel Inventory Clearing			447.25
568404				CLEAR DIESEL	55 21-Apr-2021	19-May-2021	
1-4-3101-2022				J - Clear Diesel Inventory Clearing			803.62
568535				PREMIUM GASOLINE	83 23-Apr-2021	19-May-2021	
1-4-3101-2021				J - Premium Gasoline Inventory Clearing			1,358.47
568892				CLEAR DIESEL	83 29-Apr-2021	19-May-2021	
1-4-3101-2022				J - Clear Diesel Inventory Clearing			1,017.58
568894				DYED DIESEL	83 29-Apr-2021	19-May-2021	
1-4-3101-2023				J - Dyed Diesel Inventory Clearing			1,461.04
15050 HYDRO ONE NETWORKS							
200032498809				18 MILLER ROAD - NEW GARAGE	55 23-Apr-2021	19-May-2021	
1-4-3101-2030				J - Hydro			520.59
18008 RED STALLION							
257428				SHOP SUPPLIES	55 11-May-2021	19-May-2021	
1-4-3101-2010				J - Materials/Supplies			388.49
19037 SLING-CHOKER MFG. (NORTH BAY) LTD.							
087080				SAFETY SUPPLIES	83 21-Apr-2021	19-May-2021	
1-4-3101-2080				J - Small Tools and Supplies			206.01
Department Totals :							7,614.67

DEPARTMENT 3213 COMPACTOR - 2003 CATERPILLAR							
13021 MAP SUNDRIDGE							
709768/3				PARTS FOR LANDFILL COMPACTOR	55 05-May-2021	19-May-2021	
1-4-3213-2070				COM - Repairs			151.83
Department Totals :							151.83

DEPARTMENT 3214 DOZER - CASE 850K							
01033				AGRICULTURE FORESTRY CONSTRUCTION INC			

MUNICIPALITY OF MAGNETAWAN
Council/Board Report By Dept-(Computer)



AP5130 Page : 8
 Date : May 13, 2021 Time : 11:20 am

Vendor : 01009 To 30000
 Batch : 47 To 83
 Department : All

Cheque Print Date : 01-Jan-2021 To 19-May-2021
 Bank : 0099 To 1
 Class : All

Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			

DEPARTMENT	3214	DOZER - CASE 850K					
1628		DOZER REPAIRS			55 04-May-2021	19-May-2021	
1-4-3214-2070			DOZ - Repairs				404.02
Department Totals :							404.02

DEPARTMENT	3218	BACK HOE #5 - 2014 CASE 590					
01033		AGRICULTURE FORESTRY CONSTRUCTION INC					
1580		BACKHOE #5 REPAIRS			55 09-Apr-2021	19-May-2021	
1-4-3218-2070			BH5 - Repairs				95.70
13021		MAP SUNDRIDGE					
709767/3		BACKHOE #5 REPAIRS			55 05-May-2021	19-May-2021	
1-4-3218-8000			BH5 - Capital Expenditures				232.60
16075		GF PRESTON SALES AND SERVICE LTD.					
14856		REPAIRS TO BACKHOE #5			55 30-Apr-2021	19-May-2021	
1-4-3218-2070			BH5 - Repairs				1,065.05
Department Totals :							1,393.35

DEPARTMENT	3220	TRUCK #20 - 2017 CHEVROLET SILVERADO 150					
16049		PRO FLEET CARE MUSKOKA NORTH BAY					
166768		OIL SPRAY			47 19-Apr-2021	30-Apr-2021	
1-4-3220-2070			TR20 - Repairs				163.85
Department Totals :							163.85

DEPARTMENT	3221	TRUCK #21 - 2012 DODGE 2500 4X4 PICKUP					
13021		MAP SUNDRIDGE					
710768/3		TRUCK #21 PARTS			55 11-May-2021	19-May-2021	
1-4-3221-2070			TR21 - Repairs				6.62
16049		PRO FLEET CARE MUSKOKA NORTH BAY					
166768		OIL SPRAY			47 19-Apr-2021	30-Apr-2021	
1-4-3221-2070			TR21 - Repairs				163.85
Department Totals :							170.47

DEPARTMENT	3222	TRUCK #22 - 2016 FREIGHTLINER TANDEM					
06034		FREIGHTLINER NORTH BAY					
1765		TRUCK 22 OIL FILTER			55 20-Apr-2021	19-May-2021	
1-4-3222-2070			TR22 - Repairs				35.93
13240		JIM MOORE PETROLEUM					
569124		REPAIRS TO TRUCKS 22/24/27/28/29			83 03-May-2021	19-May-2021	
1-4-3222-2070			TR22 - Repairs				207.85
16049		PRO FLEET CARE MUSKOKA NORTH BAY					
166768		OIL SPRAY			47 19-Apr-2021	30-Apr-2021	
1-4-3222-2070			TR22 - Repairs				276.85
19008		SDB TRUCK & EQUIPMENT REPAIRS					
11794		TR #22 INSPECTION & WHEEL RETORQUE			55 12-Apr-2021	19-May-2021	
1-4-3222-2070			TR22 - Repairs				565.00
11807		INSTALL FRONT TIRES ON TRUCKS 22/28/29			55 17-Apr-2021	19-May-2021	

MUNICIPALITY OF MAGNETAWAN
Council/Board Report By Dept-(Computer)



AP5130 Page : 9
 Date : May 13, 2021 Time : 11:20 am

Vendor : 01009 To 30000
 Batch : 47 To 83
 Department : All

Cheque Print Date : 01-Jan-2021 To 19-May-2021
 Bank : 0099 To 1
 Class : All

Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			

DEPARTMENT	3222	TRUCK #22 - 2016 FREIGHTLINER TANDEM					
1-4-3222-2070		TR22 - Repairs					67.80
Department Totals :							1,153.43

DEPARTMENT	3224	TRUCK #24 - 2012 INTERNATIONAL TANDEM					
13240	JIM MOORE PETROLEUM						
569124	REPAIRS TO TRUCKS 22/24/27/28/29				83 03-May-2021	19-May-2021	
1-4-3224-2070		TR24 - Repairs					207.98
16049	PRO FLEET CARE MUSKOKA NORTH BAY						
166768	OIL SPRAY				47 19-Apr-2021	30-Apr-2021	
1-4-3224-2070		TR24 - Repairs					276.85
Department Totals :							484.83

DEPARTMENT	3227	TRUCK #27 - 2014 FREIGHTLINER TANDEM					
06034	FREIGHTLINER NORTH BAY						
01766	TRUCK 27 OIL FILTER				55 20-Apr-2021	19-May-2021	
1-4-3227-2070		TR27 - Repairs					35.93
13240	JIM MOORE PETROLEUM						
569124	REPAIRS TO TRUCKS 22/24/27/28/29				83 03-May-2021	19-May-2021	
1-4-3227-2070		TR27 - Repairs					207.98
14062	NEAR NORTH INDUSTRIAL SOLUTIONS						
73225	TRUCK 27 REPAIRS				55 22-Apr-2021	19-May-2021	
1-4-3227-2070		TR27 - Repairs					82.44
16049	PRO FLEET CARE MUSKOKA NORTH BAY						
166768	OIL SPRAY				47 19-Apr-2021	30-Apr-2021	
1-4-3227-2070		TR27 - Repairs					276.85
19007	SERVICE 1 MUFFLERS & MORE						
69550	TRUCK #27 PARTS				55 05-May-2021	19-May-2021	
1-4-3227-2070		TR27 - Repairs					440.70
19008	SDB TRUCK & EQUIPMENT REPAIRS						
11814	TRUCK 27 REPAIRS				55 22-Apr-2021	19-May-2021	
1-4-3227-2070		TR27 - Repairs					265.55
Department Totals :							1,309.45

DEPARTMENT	3228	TRUCK #28 - 2018 WESTERN STAR					
06034	FREIGHTLINER NORTH BAY						
01767	TRUCK 28 OIL FILTER				55 20-Apr-2021	19-May-2021	
1-4-3228-2070		TR28 - Repairs					35.93
13240	JIM MOORE PETROLEUM						
569124	REPAIRS TO TRUCKS 22/24/27/28/29				83 03-May-2021	19-May-2021	
1-4-3228-2070		TR28 - Repairs					207.98
16049	PRO FLEET CARE MUSKOKA NORTH BAY						
166768	OIL SPRAY				47 19-Apr-2021	30-Apr-2021	
1-4-3228-2070		TR28 - Repairs					276.85
19008	SDB TRUCK & EQUIPMENT REPAIRS						
11807	INSTALL FRONT TIRES ON TRUCKS 22/24/27/28/29				55 17-Apr-2021	19-May-2021	

MUNICIPALITY OF MAGNETAWAN
Council/Board Report By Dept-(Computer)



AP5130 Page : 10
 Date : May 13, 2021 Time : 11:20 am

Vendor : 01009 To 30000
 Batch : 47 To 83
 Department : All

Cheque Print Date : 01-Jan-2021 To 19-May-2021
 Bank : 0099 To 1
 Class : All

Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 3228 TRUCK #28 - 2018 WESTERN STAR							
1-4-3228-2070				TR28 - Repairs			67.80
Department Totals :							588.56
<hr/>							
DEPARTMENT 3229 TRUCK #29 - 2019 WESTERN STAR							
13240 JIM MOORE PETROLEUM							
569124				REPAIRS TO TRUCKS 22/24/27/28/29	83 03-May-2021	19-May-2021	
1-4-3229-2070				TR29 - Repairs			207.98
16049 PRO FLEET CARE MUSKOKA NORTH BAY							
166768				OIL SPRAY	47 19-Apr-2021	30-Apr-2021	
1-4-3229-2070				TR29 - Repairs			276.85
19008 SDB TRUCK & EQUIPMENT REPAIRS							
11807				INSTALL FRONT TIRES ON TRUCKS 22/28/29	55 17-Apr-2021	19-May-2021	
1-4-3229-2070				TR29 - Repairs			67.80
Department Totals :							552.63
<hr/>							
DEPARTMENT 3800 STREETLIGHTS							
15050 HYDRO ONE NETWORKS							
200029713087				HWY 124 AHMIC HARBOUR	55 04-May-2021	19-May-2021	
1-4-3800-5014				STREET - Ahmic Harbour Street Light			52.94
Department Totals :							52.94
<hr/>							
DEPARTMENT 4010 GARBAGE COLLECTION							
16059 WASTE CONNECTIONS OF CANADA INC.							
7113-00003084				WASTE DISPOSAL	55 30-Apr-2021	19-May-2021	
1-4-4010-4010				GARBAGE - Contracts			1,914.22
Department Totals :							1,914.22
<hr/>							
DEPARTMENT 4020 LANDFILL							
02013 BELL MOBILITY							
519949447				API LONG DISTANCE CHARGES	47 09-Apr-2021	30-Apr-2021	
1-4-4020-2052				LF - Cell Telephone			110.46
13014 MAGNETAWAN BUILDING CENTRE (LANDFILL)							
104-59217				LANDFILL SUPPLIES	55 11-May-2021	19-May-2021	
1-4-4020-2010				LF - Materials/Supplies			71.04
13242 MOORE PROPANE LIMITED							
23011661				CHAPMAN LANDFILL PROPANE	55 19-Apr-2021	19-May-2021	
1-4-4020-2024				LF - Propane Heat			105.02
16059 WASTE CONNECTIONS OF CANADA INC.							
7113-00003084				WASTE DISPOSAL	55 30-Apr-2021	19-May-2021	
1-4-4020-4022				LF - Mattress/Misc item disposal bin			8,096.98
19012 SECURE STORE							
PF-343026				LANDFILL AND RECYCLING PROJECT	55 26-Apr-2021	19-May-2021	
1-4-4020-8000				LF - Capital Expenditures			15,820.00
Department Totals :							24,203.50

Council/Board Report By Dept-(Computer)



Vendor : 01009 To 30000
 Batch : 47 To 83
 Department : All

Cheque Print Date : 01-Jan-2021 To 19-May-2021
 Bank : 0099 To 1
 Class : All

Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 4030 RECYCLING							
02013 BELL MOBILITY							
519949447	API			LONG DISTANCE CHARGES	47 09-Apr-2021	30-Apr-2021	
1-4-4030-2052				RECY - Cell Telephone			42.94
13229 A MIRON TOPSOIL LTD							
16490				PAD FOR REUSE CENTRE	55 28-Apr-2021	19-May-2021	
1-4-4030-8000				RECY - Capital Expenditures			739.60
13242 MOORE PROPANE LIMITED							
23011661				CHAPMAN LANDFILL PROPANE	55 19-Apr-2021	19-May-2021	
1-4-4030-2024				RECY - Propane Heat			105.02
16057 POWASSAN STORAGE SOLUTIONS							
21087				2 40FT CONTAINERS - REUSE PROJECT	53 23-Apr-2021	23-Apr-2021	
1-4-4030-8000				RECY - Capital Expenditures			14,514.85
16059 WASTE CONNECTIONS OF CANADA INC.							
7113-00003084				WASTE DISPOSAL	55 30-Apr-2021	19-May-2021	
1-4-4030-4012				RECY - Recycling Curbside			2,066.91
1-4-4030-4014				RECY - Recycling Depot			3,357.31
19012 SECURE STORE							
PF-343026				LANDFILL AND RECYCLING PROJECT	55 26-Apr-2021	19-May-2021	
1-4-4030-8000				RECY - Capital Expenditures			2,542.50
Department Totals :							23,369.13

DEPARTMENT 6200 SOCIAL/FAMILY SERVICES							
04010 DISTRICT OF PARRY SOUND SOCIAL SERVICES							
1000001216				2021 2ND QUARTER LEVY	47 23-Apr-2021	30-Apr-2021	
1-4-6200-2710				SOCIAL - DSSAB			75,739.64
Department Totals :							75,739.64

DEPARTMENT 6300 BUILDING - 28 CHURCH ST RENTAL							
13011 MAGNETAWAN BUILDING CENTRE (PARKS)							
10161672				28 CHURCH STREET REPAIRS	83 07-May-2021	19-May-2021	
1-4-6300-2010				RENTAL - Materials/Supplies			114.02
10459088				NO TREPASSING SIGN - 28 CHURCH STREET	83 07-May-2021	19-May-2021	
1-4-6300-2010				RENTAL - Materials/Supplies			8.51
10459101				28 CHURCH STREET REPAIRS	83 07-May-2021	19-May-2021	
1-4-6300-2010				RENTAL - Materials/Supplies			63.01
Department Totals :							185.54

DEPARTMENT 6350 BUILDING - 4855 HWY 520							
13330 MHBC PLANNING LIMITED							
50222				MAGNETAWAN - MUNICIPALITY INITIATED EMPLOYMENT AREA	55 11-May-2021	19-May-2021	
1-4-6350-4030				BUILDING - Planning			655.40
Department Totals :							655.40

DEPARTMENT 6400 HEALTH SERVICES							
14085 NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT							

MUNICIPALITY OF MAGNETAWAN
Council/Board Report By Dept-(Computer)



AP5130 Page : 12
 Date : May 13, 2021 Time : 11:20 am

Vendor : 01009 To 30000
 Batch : 47 To 83
 Department : All

Cheque Print Date : 01-Jan-2021 To 19-May-2021
 Bank : 0099 To 1
 Class : All

Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name						
DEPARTMENT 6400 HEALTH SERVICES							
MAY 2021	MAY 2021 LEVY				55 01-May-2021	19-May-2021	
1-4-6400-2010				HEALTH - Health Unit			3,493.19
16048 TOWN OF PARRY SOUND							
MAY 2021	MAY 2021 LAND AMBULANCE LEVY				55 01-May-2021	19-May-2021	
1-4-6400-2020				HEALTH - Land Ambulance			17,960.12
Department Totals :							21,453.31

DEPARTMENT 7200 PARKS							
01022 ABC OVERHEAD GARAGE DOORS							
21297	PREVENTATIVE MAINTENANCE ON GARAGE DOORS				55 27-Apr-2021	19-May-2021	
1-4-7200-2400				PARKS - Repairs & Maintenance			146.90
21298 PREVENTATIVE MAINTENANCE ON GARAGE DOOR							
1-4-7200-2400				PARKS - Repairs & Maintenance	55 27-Apr-2021	19-May-2021	146.90
13011 MAGNETAWAN BUILDING CENTRE (PARKS)							
10220208	SUPPLIES				83 28-Apr-2021	19-May-2021	
1-4-7200-2010				PARKS - Materials/Supplies			47.78
10372444	SINGLE KEY CUT				83 24-Apr-2021	19-May-2021	
1-4-7200-2010				PARKS - Materials/Supplies			12.17
10372576	PAINT				83 27-Apr-2021	19-May-2021	
1-4-7200-2010				PARKS - Materials/Supplies			12.70
10372597	SANDPAPER				83 27-Apr-2021	19-May-2021	
1-4-7200-2010				PARKS - Materials/Supplies			17.27
10373089	CABLE TIES				83 10-May-2021	19-May-2021	
1-4-7200-2010				PARKS - Materials/Supplies			14.17
10373112	FENCING REPAIRS				83 11-May-2021	19-May-2021	
1-4-7200-2400				PARKS - Repairs & Maintenance			45.74
10459223	DOCK LADDER - PARK				83 11-May-2021	19-May-2021	
1-4-7200-2400				PARKS - Repairs & Maintenance			264.41
19055 STAPLES BUSINESS ADVANTAGE							
55967779	HDMI CORDS				47 21-Apr-2021	30-Apr-2021	
1-4-7200-2010				PARKS - Materials/Supplies			22.47
Department Totals :							730.51

DEPARTMENT 7205 PARKS OVERHEAD							
02013 BELL MOBILITY							
519949447 API	LONG DISTANCE CHARGES				47 09-Apr-2021	30-Apr-2021	
1-4-7205-2052				P - Cell Telephone			37.49
15050 HYDRO ONE NETWORKS							
200100056780	6527 HWY 124				55 30-Apr-2021	19-May-2021	
1-4-7205-2030				P - Hydro			30.51
18071 ROBINSON STEVEN G							
APRIL 2021	WORK BOOT - S. ROBINSON				55 30-Apr-2021	19-May-2021	
1-4-7205-2020				P - Safety & Health			150.00
19055 STAPLES BUSINESS ADVANTAGE							
56080431	FILE CABINET				55 06-May-2021	19-May-2021	
1-4-7205-2120				P - Office			178.53

MUNICIPALITY OF MAGNETAWAN
Council/Board Report By Dept-(Computer)



AP5130 Page : 13
 Date : May 13, 2021 Time : 11:20 am

Vendor : 01009 To 30000
 Batch : 47 To 83
 Department : All

Cheque Print Date : 01-Jan-2021 To 19-May-2021
 Bank : 0099 To 1
 Class : All

Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			

DEPARTMENT 7205		PARKS OVERHEAD					
20083	TRACKMATICS INC						
37512	MAY 2021 GPS MONITORING				55 05-May-2021	19-May-2021	
1-4-7205-2045				P - GPS monitoring and data			118.65
Department Totals :							515.18

DEPARTMENT 7210		PARKS TRUCK #10 - 2010 DODGE 1500					
04021	DEAN'S AUTO CARE						
13783	SEASONAL WHEEL SWAP				55 30-Apr-2021	19-May-2021	
1-4-7210-2070				TR10 - Repairs			56.50
Department Totals :							56.50

DEPARTMENT 7214		PARKS TRAILERS					
19008	SDB TRUCK & EQUIPMENT REPAIRS						
11789	SAFETY INSPECTION - PARKS TRAILER				55 09-Apr-2021	19-May-2021	
1-4-7214-2070				PARKS TRAILERS - Repairs			186.45
Department Totals :							186.45

DEPARTMENT 7216		PARKS TRUCK #11- 2007 DODGE PICKUP					
16049	PRO FLEET CARE MUSKOKA NORTH BAY						
166768	OIL SPRAY				47 19-Apr-2021	30-Apr-2021	
1-4-7216-2070				TR11 - Repairs			163.85
Department Totals :							163.85

DEPARTMENT 7218		PARKS TRUCK #12					
19008	SDB TRUCK & EQUIPMENT REPAIRS						
11788	SAFETY INSPECTION TR12				55 09-Apr-2021	19-May-2021	
1-4-7218-2070				TR12 - Repairs			612.46
Department Totals :							612.46

DEPARTMENT 7300		COMMUNITY CENTRE AND PAVILION					
01022	ABC OVERHEAD GARAGE DOORS						
21296	PREVENTATIVE MAINTENANCE ON GARAGE DOOR				55 27-Apr-2021	19-May-2021	
1-4-7300-2400				HALL - Repairs & Maintenance			73.45
13011	MAGNETAWAN BUILDING CENTRE (PARKS)						
10161484	SUPPLIES				83 05-May-2021	19-May-2021	
1-4-7300-2010				HALL - Materials/Supplies			45.18
10372577	SHELVING				83 27-Apr-2021	19-May-2021	
1-4-7300-2010				HALL - Materials/Supplies			101.69
10372804	SUPPLIES				83 03-May-2021	19-May-2021	
1-4-7300-2010				HALL - Materials/Supplies			40.58
15050	HYDRO ONE NETWORKS						
200089680309	18 MILLER ROAD				55 23-Apr-2021	19-May-2021	
1-4-7300-2030				HALL - Hydro/Stove Propane			148.51
15068	ORKIN CANADA CORPORATION						
C-2542191	APRIL 2021 PEST CONTROL				55 29-Apr-2021	19-May-2021	

Council/Board Report By Dept-(Computer)



AP5130

Page : 14

Date : May 13, 2021

Time : 11:20 am

Vendor : 01009 To 30000

Batch : 47 To 83

Department : All

Cheque Print Date : 01-Jan-2021 To 19-May-2021

Bank : 0099 To 1

Class : All

Vendor Invoice	Vendor Name Description	Batch	Invc Date	Invc Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				

DEPARTMENT 7300	COMMUNITY CENTRE AND PAVILION				
1-4-7300-2400	HALL - Repairs & Maintenance				253.12
Department Totals :					662.53

DEPARTMENT 7600	HERITAGE CENTRE				
13011	MAGNETAWAN BUILDING CENTRE (PARKS)				
10373085	SUPPLIES		83 10-May-2021	19-May-2021	
1-4-7600-2010	HERITAGE - Repairs and Supplies				27.45
Department Totals :					27.45

DEPARTMENT 8010	PLANNING & DEVELOPMENT				
13330	MHBC PLANNING LIMITED				
5022247	MAGNETAWAN PER DIEM		55 11-May-2021	19-May-2021	
1-4-8010-5014	PLN - General				174.02
Department Totals :					174.02

Computer Paid Total : 278,025.45

Council/Board Report By Dept-(EFT)



AP5130

Page : 14

Date : May 13, 2021

Time : 11:20am

Vendor : 01009 To 30000

Batch : 47 To 83

Department : All

EFT Paid Date : 01-Jan-2021 To 19-May-2021

Bank : 0099 To 1

Class : All

Vendor Code Invoice No.	Vendor Name Description	Batch	Invc Date	Invc Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				

DEPARTMENT 1000	LIABILITIES				
07068	GREEN SHIELD CANADA EFT				
MAY 2021	GREEN SHIELD GROUP BENEFIT PREMIUM - MAY 2021		57 01-May-2021	19-May-2021	
1-2-1000-1055	Benefits Payable - librarian				352.73
13023	MANULIFE FINANCIAL EFT				
MAY 2021	MANULIFE GROUP BENEFIR PREMIUM - MAY 2021		57 01-May-2021	19-May-2021	
1-2-1000-1050	Benefits Payable				843.94
1-2-1000-1055	Benefits Payable - librarian				115.24
13270	MINISTER OF FINANCE EFT				
L0300922304	EMPLOYER HEALTH TAX INSTALMENT - APRIL/21		49 23-Mar-2021	30-Apr-2021	
1-2-1000-1045	EHT Payable				1,829.51
15001	OMERS EFT				
APRIL 30/21	GROUP 336500 APRIL 2021 OMERS REMITTANCE		49 30-Apr-2021	30-Apr-2021	
1-2-1000-1022	OMERS Payable				15,414.14
18043	RECEIVER GENERAL				
APRIL 16-30/21	APRIL 16-30/21 PAYROLL REMITTANCE		49 16-Apr-2021	30-Apr-2021	
1-2-1000-1049	Income Tax Payable				6,392.79
1-2-1000-1048	EI Payable				1,400.66
1-2-1000-1047	CPP Payable				4,241.02

MUNICIPALITY OF MAGNETAWAN
Council/Board Report By Dept-(EFT)



AP5130

Date : May 13, 2021

Page : 15

Time : 11:20am

Vendor : 01009 To 30000
 Batch : 47 To 83
 Department : All

EFT Paid Date : 01-Jan-2021 To 19-May-2021
 Bank : 0099 To 1
 Class : All

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 1000 LIABILITIES					
18044 RECEIVER GENERAL					
APRIL 16-30/21	APRIL 16-30/21 PAYROLL REMITTANCE	49	16-Apr-2021	30-Apr-2021	
1-2-1000-1049	Income Tax Payable				1,538.32
1-2-1000-1047	CPP Payable				635.98
1-2-1000-1048	EI Payable				240.65
18089 ROYAL BANK VISA EFT					
300311000	COUNCIL GO TO MEETINGS APR 29 - MAY 28/21	57	03-May-2021	19-May-2021	
1-4-1000-1310	COUNCIL - Conferences and Seminars				29.38
23010 WORKPLACE SAFETY & INSURANCE BOARD - EFT					
APRIL 2021	APRIL 2021 WSIB REMITTANCE	49	01-Apr-2021	30-Apr-2021	
1-2-1000-1046	WSIB Payable				2,694.57
Department Totals :					35,728.93

DEPARTMENT 1200 ADMINISTRATION					
07068 GREEN SHIELD CANADA EFT					
MAY 2021	GREEN SHIELD GROUP BENEFIT PREMIUM - MAY 2021	57	01-May-2021	19-May-2021	
1-4-1200-1010	ADMIN - Wages and benefits				1,062.73
13023 MANULIFE FINANCIAL EFT					
MAY 2021	MANULIFE GROUP BENEFIT PREMIUM - MAY 2021	57	01-May-2021	19-May-2021	
1-4-1200-1010	ADMIN - Wages and benefits				586.30
18089 ROYAL BANK VISA EFT					
005547	ADMIN DAY FLOWERS	49	19-Apr-2021	30-Apr-2021	
1-4-1200-2010	ADMIN - Office Supplies				54.04
APRIL 23/21	DIVIDER SCREEN	49	23-Apr-2021	30-Apr-2021	
1-4-1200-2015	ADMIN - Office maintenance & supplies				151.31
Department Totals :					1,854.38

DEPARTMENT 1300 TREASURY					
07068 GREEN SHIELD CANADA EFT					
MAY 2021	GREEN SHIELD GROUP BENEFIT PREMIUM - MAY 2021	57	01-May-2021	19-May-2021	
1-4-1300-1010	TREAS - Wages and benefits				707.70
13023 MANULIFE FINANCIAL EFT					
MAY 2021	MANULIFE GROUP BENEFIT PREMIUM - MAY 2021	57	01-May-2021	19-May-2021	
1-4-1300-1010	TREAS - Wages and benefits				341.63
Department Totals :					1,049.33

DEPARTMENT 2000 FIRE DEPARTMENT					
07068 GREEN SHIELD CANADA EFT					
MAY 2021	GREEN SHIELD GROUP BENEFIT PREMIUM - MAY 2021	57	01-May-2021	19-May-2021	
1-4-2000-1010	FD - Wages & Benefits-Fire Chief				353.68
13023 MANULIFE FINANCIAL EFT					
MAY 2021	MANULIFE GROUP BENEFIT PREMIUM - MAY 2021	57	01-May-2021	19-May-2021	
1-4-2000-1010	FD - Wages & Benefits-Fire Chief				169.46
18088 ROYAL BANK VISA EFT					
APRIL 19/2021	HDMI CABLE AND DRY ERASE BOARD	49	19-Apr-2021	30-Apr-2021	
1-4-2000-2120	FD Office				206.77

MUNICIPALITY OF MAGNETAWAN
Council/Board Report By Dept-(EFT)



AP5130

Date : May 13, 2021

Page : 16

Time : 11:20am

Vendor : 01009 To 30000
 Batch : 47 To 83
 Department : All

EFT Paid Date : 01-Jan-2021 To 19-May-2021
 Bank : 0099 To 1
 Class : All

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
INVOICE No.	DESCRIPTION				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 2000	FIRE DEPARTMENT				
APRIL 19/21	FILE HANGERS	49	19-Apr-2021	30-Apr-2021	42.92
1-4-2000-2120	FD - Office				
Department Totals :					772.83

DEPARTMENT 2001	FIRE VOLUNTEERS				
23010	WORKPLACE SAFETY & INSURANCE BOARD - EFT				
APRIL 2021	APRIL 2021 WSIB REMITTANCE	49	01-Apr-2021	30-Apr-2021	539.70
1-4-2001-1010	FV - Wages & Benefits-volunteer calls				
Department Totals :					539.70

DEPARTMENT 2005	FIRE MAG STATION				
12045	LAKELAND POWER - EFT				
072642-00	APR 81 ALBERT STREET - FIRE HALL	49	16-Apr-2021	30-Apr-2021	165.17
1-4-2005-2030	MAG STATION - Hydro				
Department Totals :					165.17

DEPARTMENT 3101	OVERHEAD				
07068	GREEN SHIELD CANADA EFT				
MAY 2021	GREEN SHIELD GROUP BENEFIT PREMIUM - MAY 2021	57	01-May-2021	19-May-2021	1,768.08
1-4-3101-1010	J - Wages and benefits				
13023	MANULIFE FINANCIAL EFT				
MAY 2021	MANULIFE GROUP BENEFIT PREMIUM - MAY 2021	57	01-May-2021	19-May-2021	799.94
1-4-3101-1010	J - Wages and benefits				
Department Totals :					2,568.02

DEPARTMENT 3800	STREETLIGHTS				
12045	LAKELAND POWER - EFT				
073239-00	APR VILLAGE STREET LIGHTS	49	16-Apr-2021	30-Apr-2021	845.06
1-4-3800-5012	STREET - Magnetawan Street Lights				
077271-00	APR SPARKS ST - STREET LIGHTS	49	16-Apr-2021	30-Apr-2021	103.56
1-4-3800-5012	STREET - Magnetawan Street Lights				
Department Totals :					948.62

DEPARTMENT 4020	LANDFILL				
07068	GREEN SHIELD CANADA EFT				
MAY 2021	GREEN SHIELD GROUP BENEFIT PREMIUM - MAY 2021	57	01-May-2021	19-May-2021	291.48
1-4-4020-1010	LF - Wages and benefits				
13023	MANULIFE FINANCIAL EFT				
MAY 2021	MANULIFE GROUP BENEFIT PREMIUM - MAY 2021	57	01-May-2021	19-May-2021	221.24
1-4-4020-1010	LF - Wages and benefits				
Department Totals :					512.72

DEPARTMENT 6300	BUILDING - 28 CHURCH ST RENTAL				
12045	LAKELAND POWER - EFT				
072641-00	SPR 28 CHURCH ST	49	16-Apr-2021	30-Apr-2021	297.46
1-4-6300-2030	RENTAL - INC				

MUNICIPALITY OF MAGNETAWAN
Council/Board Report By Dept-(EFT)



AP5130

Date : May 13, 2021

Page : 17

Time : 11:20am

Vendor : 01009 To 30000
 Batch : 47 To 83
 Department : All

EFT Paid Date : 01-Jan-2021 To 19-May-2021
 Bank : 0099 To 1
 Class : All

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				

DEPARTMENT 6300 BUILDING - 28 CHURCH ST RENTAL

Department Totals : 297.46

DEPARTMENT 7200 PARKS

07068 GREEN SHIELD CANADA EFT

MAY 2021	GREEN SHIELD GROUP BENEFIT PREMIUM - MAY 2021	57	01-May-2021	19-May-2021	
1-4-7200-1010	PARKS - Wages and benefits				1,059.23

13023 MANULIFE FINANCIAL EFT

MAY 2021	MANULIFE GROUP BENEFIT PREMIUM - MAY 2021	57	01-May-2021	19-May-2021	
1-4-7200-1010	PARKS - Wages and benefits				298.98

Department Totals : 1,358.21

DEPARTMENT 7205 PARKS OVERHEAD

12045 LAKELAND POWER - EFT

076283-00 APR 4135 HWY 520 - PARK		49	16-Apr-2021	30-Apr-2021	
1-4-7205-2030	P - Hydro				54.45

076598-00 APR 61 SPARKS STREET - PUBLIC UTILITY BUILDING		49	16-Apr-2021	30-Apr-2021	
1-4-7205-2030	P - Hydro				139.54

Department Totals : 193.99

DEPARTMENT 7300 COMMUNITY CENTRE AND PAVILION

12045 LAKELAND POWER - EFT

073252-00 APR 4304 HWY 520 - HALL		49	16-Apr-2021	30-Apr-2021	
1-4-7300-2030	HALL - Hydro/Stove Propane				1,550.66

Department Totals : 1,550.66

DEPARTMENT 7600 HERITAGE CENTRE

12045 LAKELAND POWER - EFT

072693-00 APR 4205 HWY 520 - HERITAGE CENTRE		49	16-Apr-2021	30-Apr-2021	
1-4-7600-2030	HERITAGE - Hydro				95.28

Department Totals : 95.28

DEPARTMENT 8010 PLANNING & DEVELOPMENT

18085 ROYAL BANK VISA EFT

4174990 PARCEL FABRIC SEARCH ON LAND REGISTRY		49	19-Apr-2021	30-Apr-2021	
1-4-8010-5014	PLN - General				5.65

Department Totals : 5.65

EFT Paid Total : 47,640.95

Total Unpaid for Approval :	0.00
Total Manually Paid for Approval :	0.00
Total Computer Paid for Approval :	278,025.45
Total EFT Paid for Approval :	47,640.95
Grand Total ITEMS for Approval :	<u>325,666.40</u>

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW 2021 -

BEING A BY-LAW TO PROVIDE FOR THE EXECUTION OF A LIMITED SERVICES AGREEMENT WITH THE OWNERS OF THE LANDS DARROLL PARSONS AND CAROL BANDIERA - LEGALLY DESCRIBED AS CROFT CON 10 PT LOT 16 RP42R12274 PARTS 9 TO 11 SUBJECT R-O-W PCL 25614 SS, MUNICIPALITY OF MAGNETAWAN- MUNICIPALLY KNOWN AS 194 SHADOW'S END LANE – ROLL NUMBER 4944 030 0022 2200

WHEREAS the owner of the lands known as 194 Shadow's End Lane and are legally described as Croft Con 10 Pt Lot 16 RP42R12274 Parts 9 to 11 Subject R-O-W Pcl 25614 SS, in the Municipality of Magnetawan applied for consent approval

AND WHEREAS under 6.2 of the Municipality Official Plan states Council may permit the development of lands only where the owner enters into an agreement that acknowledges that municipal services to the lands may not be available to the lands and that the Municipality assumes no liability to provide services to the development;

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

1. That the Municipality of Magnetawan enter into a limited services agreement substantially in the form attached hereto as "This Agreement."
2. That the Mayor and the Clerk are hereby authorized to execute the Agreement and all documents in connection with the Agreement.
3. The Municipality's solicitor is hereby authorized to register the Agreement against the title of the lands to which it applies.

READ A FIRST, SECOND, AND THIRD TIME, passed, signed and the Seal of the Corporation affixed hereto, this 19th day of May, 2021

**THE CORPORATION OF THE
MUNICIPALITY OF MAGNETAWAN**

Mayor

CAO/Clerk

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW 2021 -

BEING A BY-LAW TO PROVIDE FOR THE EXECUTION OF A SITE PLAN AGREEMENT, AS A CONDITION OF AN APPROVED CONSENT, WITH THE OWNERS OF THE LANDS:

DARROLL PARSONS AND CAROL BANDIERA - LEGALLY DESCRIBED AS CROFT CON 10 PT LOT 16 RP42R12274 PARTS 9 TO 11 SUBJECT R-O-W PCL 25614 SS, MUNICIPALITY OF MAGNETAWAN- MUNICIPALLY KNOWN AS 194 SHADOWS END LANE – ROLL NUMBER 4944 030 0022 2200

AND WHEREAS, an application for a Minor Variance was approved by the Committee of Adjustment with the condition of a site plan agreement being entered into and registered on title, pursuant to Section 45 (9.1) of the Planning Act, R.S.O. 1990, regarding the aforementioned lands;

AND WHEREAS, Council is satisfied that the proposed development of the lands is appropriate and in conformity with the Municipality’s requirements;

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

1. That the Municipality of Magnetawan enter into a site plan agreement substantially in the form attached hereto as “This Agreement.”
2. That the Mayor and the Clerk are hereby authorized to execute the Agreement and all documents in connection with the Agreement.
3. The Municipality’s solicitor is hereby authorized to register the Agreement against the title of the lands to which it applies.

READ A FIRST, SECOND, AND THIRD TIME, passed, signed and the Seal of the Corporation affixed hereto, this 19th day of May, 2021

**THE CORPORATION OF THE
MUNICIPALITY OF MAGNETAWAN**

Mayor

CAO/Clerk

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW NO. 2021 –

Being a by-law to establish a Joint Compliance Audit Committee and appoint Committee members for the 2022 municipal election period.

WHEREAS Section 20(1) of the *Municipal Act*, S.O. 2001, Chapter 25 authorizes municipalities to enter into joint agreements;

AND WHEREAS Section 88.37 of the *Municipal Elections Act*, 1996, as amended, requires municipalities to establish a Joint Audit Committee prior to October 1, 2021;

AND WHEREAS interested municipalities in the Almaguin Highlands and surrounding areas have individually agreed to form a joint Committee;

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

1. **THAT** participation in the joint compliance audit Committee as authorized by this by-law shall be limited to the following municipal corporations:

The Township of Armour	The Village of Burk's Falls
The Township of Joly	The Town of Kearney
The Township of Machar	The Municipality of Magnetawan
The Township of McMurrich/Monteith	The Township of Perry
The Township of Ryerson	The Village of South River
The Township of Strong	The Village of Sundridge

2. **THAT** the Council of the Municipal Corporation of the Municipality of Magnetawan agrees to the Terms of Reference, attached hereto as Schedule "A";
3. **THAT** the following individuals shall be appointed to serve as Committee members on the joint compliance audit Committee for the 2022 election period from December 1, 2022 to November 16, 2026;

John Finley (Chair)
Lynne Godfrey
Kathryn Whitehead
Katharine England (Alternate)

4. And further, that each Committee member adheres to the Terms of Reference attached hereto;
5. That this By-law repeals By-law No. 2018-41 as of November 15, 2022;
6. That the Mayor and Clerk are hereby authorized to execute the documents by signature and seal of The Municipal Corporation of the Municipality of Magnetawan.

READ A FIRST, SECOND, AND THIRD TIME, passed, signed and the Seal of the Corporation affixed hereto, this 19th day of May 2021.

THE CORPORATION OF THE
MUNICIPALITY OF MAGNETAWAN

Mayor

CAO/Clerk

Schedule "A" to By-law No. 2021-

Terms of Reference For the Joint Compliance Audit Committee Serving the interested Municipalities of the Almaguin Area

1. Definitions:

For the purpose of this Terms of Reference, the following definitions shall apply:

Almaguin Clerk's Group – The information organization of Clerks, CAOs, or appointed staff from interested municipalities in the Almaguin Area, who have agreed to pool information, staff, and financial resources for the 2022 election, for the mutual benefit of all participating municipalities.

Clerk – The Administrative staff member, generally known to be the Clerk, or Clerk-Administrator from any municipality within the Almaguin Clerk's Group, for which an application for a compliance audit has been received, or who carries out the business of the Council for his or her respective municipality.

Committee – The Joint Compliance Audit Committee as established by the respective Councils of those municipalities represented by the Almaguin Clerk's Group, and which have passed a resolution of participation for the 2022 election term.

Council – The group of elected officials, generally known to be the Council, from any municipality within the Almaguin Clerk's Group, for which an application for a compliance audit has been received, or who is responsible for making an appointment to a Compliance Audit Committee, as required by Section 88.37 of the *Municipal Elections Act*, 1996, as amended.

Contributor – A resident of Ontario who makes a contribution to the election campaign a candidate to support his/her candidacy for municipal election. Additionally, the candidate and his/her spouse can also be contributors to the candidate's election campaign.

Recruitment Committee – The sub-committee of the Almaguin Clerk's Group to promote, process, and make recommendation to Council for membership to the Joint Compliance Audit Committee.

Interested Municipalities – Those municipalities in the Parry Sound District who have by mutual agreement established a joint compliance audit Committee, as supported by a resolution of each respective council, and authorized by By-Law from each respective council.

Registered Third Party - Means, in relation to an election in a municipality, an individual, corporation or trade union that is registered under Section 88.6 of the *Municipal Elections Act*.

2. Committee Mandate:

- 2.1 The Joint Compliance Audit Committee shall ensure that the provisions relating to election campaign finances under the *Municipal Elections Act*, are not contravened, and shall follow the necessary procedures to ensure compliance when requested.
- 2.2 The Committee shall abide by any terms and conditions which may be set out by the respective municipality's Solicitor, Auditor, and/or Insurer, for any business relating to a compliance audit, in accordance with the procedural by-law for the respective municipality.
- 2.3 The Committee will perform all required functions relating to all compliance audit applications. This shall include the following:

- a) The meetings of the Committee shall be open to the public and reasonable notice shall be given to the candidate, the applicant, and the public (Section 88.33(5)).
- b) Within 30 days of receipt of an application for a compliance audit from the Clerk, Committee members shall consider the application and decide whether to grant or deny the request (Sec. 88.33(7)).
- c) The decision of the Committee to grant or reject the application, and brief written reasons for the decision, shall be given to the candidate, the clerk with whom the candidate filed his or her nomination, the secretary of the local board, if applicable, and the applicant (Sec. 88.33(8)).
- d) If an application is granted, the Committee shall appoint an auditor to conduct a compliance audit of the candidate`s election campaign finances. (Sec. 88.33(10)).
- e) Within 10 days after receiving the audit report, the Clerk of the municipality shall forward the report to the compliance audit Committee (Sec. 88.33(14)).
- f) Give consideration to the auditor`s report within 30 days of receiving it, to determine if legal proceedings should be commenced against the candidate (Sec. 88.33(17)).
- g) The decision of the Committee under subsection (e) and brief written reasons for the decision, shall be given to the candidate, the clerk with whom the candidate filed his or her nomination, the secretary of the local board, if applicable, and the applicant (Section 88.33(18)).
- h) If the report indicates that there was no apparent contravention and the Committee finds that there were no reasonable grounds for the application, Council is entitled to recover the auditor`s costs from the applicant.

2.4 The Committee will perform all required functions relating to receiving a report from the Clerk under the review of contributions to candidates, section 88.34(4) or 88.34(7) of the *Municipal Elections Act*. This shall include the following:

- a) Within 30 days after receiving a report from the Clerk, the Committee shall consider it and decide whether to commence a legal proceeding against a contributor for an apparent contravention (Section 88.34(8)).
- b) The meetings of the Committee shall be open to the public and reasonable notice shall be given to the contributor, the applicable candidate, and the public (Section 88.34(9)).
- c) The decision of the Committee under article 4(a) and brief written reasons for the decision, shall be given to the contributor, the clerk of the municipality or the secretary of the local board, if applicable (Section 88.34(11)).

2.5 The Committee will perform all required functions relating to receiving a report from the Clerk under the review of contributions submitted by a registered third party, section 88.36(4) of the *Municipal Elections Act*. This shall include the following:

- a) Within 30 days after receiving a report from the Clerk, the Committee shall consider it and decide whether to commence a legal proceeding against a contributor for an apparent contravention (Section 88.36(5)).

- b) The meetings of the Committee shall be open to the public and reasonable notice shall be given to the contributor, the registered third party and the public (Section 88.36(6)).
- c) The decision of the Committee under article 5(a) and brief written reasons for the decision, shall be given to the contributor and the clerk of the municipality (Section 88.36(7)).

3. Term of Appointment:

3.1 The Committee shall serve for the 2022 – 2026 term of council, which shall be from December 1, 2022 to November 16, 2026, to consider applications originating from the 2022 election, and any by-elections during that term.

Notwithstanding the term identified above, the Committee shall be dissolved at the earliest of:

- a) The conclusion of the requirements noted in Section 88.37 of the *Municipal Election Act*; or
- b) On November 16, 2026.

4. Committee Composition

4.1 The Committee shall consist of four (4) members, one of which is to be designated as an alternate.

4.2 A Chair, a Vice Chair, and a Secretary shall be appointed at the first Committee meeting.

4.3 Membership shall be limited to individuals with a legal or financial background, or who have served on boards or Committees, or who have demonstrated knowledge of campaign finances, including retired municipal professionals.

4.4 Members must be bondable to maintain integrity of process and seriousness of position.

4.5 Appointment to the Committee shall be by resolution or bylaw of Council.

4.6 Members of the Committee shall not be Council members, municipal staff, or candidates in the 2022 election or any by-election during the term of Council and must attest to same in writing.

4.7 To avoid possible conflict of interest, any auditor or accountant appointed to the Committee may not undertake the audits of preparation of financial statements of any candidates seeking election to Council. Contravention of this requirement shall result in expulsion from the Committee.

4.8 The respective Clerk shall provide administrative support to the Committee, and shall establish procedures, as required.

5. Committee Selection:

5.1 To ensure adherence with the *Municipal Freedom of Information and Protection of Privacy Act*, a recruitment Committee shall be established by the Almaguin Clerk's Group, from among its members.

- 5.2 The recruitment Committee will promote, advertise, interview, and make recommendation for appointment to the joint Committee, having regard for individual municipalities' policies relating to Committee appointment. One individual shall be chosen from within the recruitment Committee to be the Secretary and shall be the contact for resume submission.
- 5.3 Applicants will be required to submit a resume outlining their qualifications and experience.
- 5.4 The recruitment Committee will receive and review all applications, conduct interviews, and make recommendations to Council based on the following:
 - a) Knowledge of rules for municipal election campaign finances.
 - b) Experience on a Committee, board, or similar group.
 - c) Availability to attend meetings.
 - d) Oral and written communication.
 - e) Level and area of expertise.
- 5.5 The Almaguin Clerk's Group shall prepare an advertisement to be placed in the Almaguin News, calling for interested, qualified applicants to submit resumes for consideration. The Committee positions shall also be promoted on respective municipal websites for application submission by the date prescribed by the Almaguin Clerk's Group.
- 5.6 A recommendation for the expulsion of a member of the Committee may be made to Council by another member of the Committee, or by the Clerk.
- 5.7 Reasons for expulsion shall include, but not limited to, the member being in contravention of *Municipal Act*, the *Municipal Freedom of Information and Protection of Privacy Act*, the *Provincial Offences Act*, the *Municipal Conflict of Interest Act*, the *Municipal Elections Act*, or the Joint Compliance Committee Terms of Reference, or for disrupting the work of the Committee.
- 5.8 Committee members shall be asked to sign an acknowledgement accepting terms and conditions outlined in the above Terms of Reference, and the *Municipal Elections Act*, 1996, as amended.

6. Meetings:

- 6.1 The Committee shall hold one initial meeting following submission of all Clerk's reports. Subsequent and additional meetings shall be in response to application(s) for compliance audit, to a maximum of four (4) meetings per application, in consultation with the Clerk of the respective municipality.
- 6.2 Following Election Day and the final day for candidates to submit their Financial Statements, the Clerk of the Municipality shall review the Statements and prepare a report regarding spending regulations and limits for the Compliance Audit Committee review.
- 6.3 Meetings shall be conducted using guidelines established in the Municipal Procedural By-Law for the municipality from which an application originated.
- 6.4 Committee members shall be bound by the Code of Conduct in force in the municipality for which they are performing the functions included in this Terms of Reference.

- 6.5 The Chair shall cause notice of the meetings, including the agenda for the meetings to be provided to members of the Committee a minimum of three (3) business days prior to the date of each meeting. Quorum for meetings shall consist of a majority of the members of the Committee.
- 6.6 Minutes shall be recorded at each meeting and shall outline the general deliberations and resulting actions and recommendations.
- 6.7 The location of the meetings shall be set by the Committee. Reasonable notice will be provided.
- 6.8 Financial consideration shall be as per Section Nine (9).

7. Closed Meetings:

- 7.1 The meeting may be held in whole or in part in a closed session upon affirmative vote of the majority of the membership to do so. Closed sessions shall be conducted only to discuss matters identified under Section 239(2) of the *Municipal Act*. Should a closed session be required, all attendees who are not Committee members, or the Clerk, or individuals expressly requested by the Committee to remain, shall vacate the meeting premises. Members of the public may return to the meeting once the closed session has concluded.

8. Conflicts of Interest:

- 8.1 Committee members shall be bound by the *Municipal Conflict of Interest Act*, with respect to financial interest, and shall disclose any pecuniary interest to the Secretary. That member shall then remove himself or herself from that portion of the meeting at which the matter for which pecuniary was declared is discussed.

9. Financial Compensation:

- 9.1 An honorarium of \$500.00 per year shall be provided to each active Committee member, including the alternate member. Payment of the annual honorarium shall be shared equally between the participating municipalities.
- 9.2 In addition to the annual honorarium, a meeting per diem shall be issued in the amount of \$75.00 per meeting. Mileage shall be reimbursed at a rate of \$0.54/km upon receipt of the request for reimbursement from the Committee member. Payment of the per diem reimbursement, as well as the mileage reimbursement, shall be paid by the municipality for which an application has been received, except in the case of the initial meeting, for which payment of these monies shall be shared equally between the participating municipalities.
- 9.3 Administration of financial compensation shall be the responsibility of the Office of the Clerk for the Township of Armour.

10. Resources:

- 10.1 Any responsibilities not clearly identified within these Terms of Reference shall be in accordance with Sections 88.33 to 88.36 of the *Municipal Elections Act*, 1996 as amended.

Schedule "B" to By-law No. 2021-

Roles and Responsibilities For the Joint Compliance Audit Committee (JCA) Serving the interested Municipalities of the Almaguin Area

1. Duties of the Clerk for the Municipality requiring the meeting of the JCA

- 1.1 The Clerk shall ensure the administrative practices and procedures for the Committee are followed and shall carry out any duties required under the Act to implement the Committee's decisions.

2. Duties of the Chair

- 2.1 The duties of the Chair are as follows:

- a) Liaise with the Clerk and review meeting agendas.
- b) Call Committee meetings to order when there is a Quorum, preside over Committee discussions, facilitate Committee business, follow the procedures as set out herein, identify the order of proceedings and speakers and rule on points of order as may be necessary.
- c) The Chair shall preside over the Conduct of the meeting, including the preservation of good order and decorum, ruling on points of order, and deciding all questions relating to the orderly procedure of the meeting.
- d) Participate as an active Member, encouraging participation by all Members.
- e) The Chair is permitted to provide brief comments during discussion, make motions and vote on all matters.
- f) If the Chair is not present within the first fifteen minutes of a Committee meeting or is absent through illness or otherwise, and quorum is still obtained, the Vice Chair shall preside over the meeting.

3. Duties of Committee Members

- 3.1 The duties of Committee Members are as follows:

- a) Attend all Committee meetings or notify the Clerk as soon as possible in the event that the member cannot attend.
- b) Understand their role, the Committee's Mandate, and meeting procedures.
- c) Declare any pecuniary interest in any matter prior to consideration by the Committee and refrain from discussion and voting on the matter in accordance with Section 5 of the *Municipal Conflict of Interest Act*.
- d) Participate as an active and voting member, asking questions, and seeking clarification through the Chair.

- e) Develop and maintain a climate of mutual support, trust, courtesy, and respect.
- f) Work together to utilize the knowledge, expertise, and talents of all members.
- g) Respect the decisions of the Committee and that such decisions reflect the majority view.

4. **Support**

4.1 The following support shall be provided to the Committee:

- a) The Recruiting Committee for the Almaguin Joint Compliance Audit Committee shall call the first regular meeting of the Committee to order and conduct the election of the Chair, Vice Chair, and secretary of Committee Members.
- b) The affected municipality's staff in conjunction with the Committee secretary shall thereafter:
 - i) Prepare agendas for review by the Committee Chair.
 - ii) Electronically distribute agendas to all Committee Members before the meeting and post to the relevant municipal website.
 - iii) Arrange for or set up meeting areas, giving consideration to the nature of the matters to be discussed, any audio-visual requirements, attendance by the public and ensuring accessibility needs identified have been met.
 - iv) Arrange for attendance of delegations in conjunction with the Chair.
 - v) Attend Committee meetings, record attendance, confirm Quorum and record when the meeting starts and adjourns.
 - vi) Provide procedural advice to the Chair and Committee as required.
 - vii) Take minutes, record a summary of the discussion for each agenda item, record all Committee motions and resolutions including the name of the mover.
 - viii) Record any disclosures of pecuniary interest, including the general nature thereof.
 - ix) Review and correct any errors in the minutes of previous meetings.
 - x) Prepare the Committee minutes.
 - xi) Electronically distribute minutes to all Committee Members and post on the relevant municipal website.
 - xii) Facilitate and complete any additional work to be undertaken on behalf of the Committee.
 - xiii) Maintain Committee agendas, minutes, correspondence, Reports of the Auditor, and outstanding items in the Corporation's records management system.

**Schedule "C" to By-law No. 2021-
Procedures
For the Joint Compliance Audit Committee**

1. Meeting Procedures

1.1 The Committee shall meet once prior to November 30th after each municipal election to review the Terms of Reference and Committee Procedures.

1.2 Calling of Committee Meetings:

- a) The Clerk of the relevant municipality will summon a meeting of the Committee when an Application is received.
- b) Meetings shall be held at such time and location as the Chair deems appropriate.

1.3 Agendas

The following components shall be included in Committee agendas. Specific subject items are to be included under each component:

- a) Consideration of Applications for a Compliance Audit.
- b) Consideration of Auditor/Legal Reports *.
- c) Adjournment.

*Committee may adjourn to Closed Session in accordance with *Section 239 (2) of the Municipal Act, S.O. 2001.*

1.4 Quorum

The minimum number of Committee Members required to be present at any meeting in order to conduct Committee business shall be no less than three. If no Quorum is present fifteen minutes after the time fixed for a meeting, or the resumption of a meeting after a recess, or should a Quorum at a meeting be lost for a period of fifteen (15) consecutive minutes, the Clerk or designate will record the names of the Members present and the meeting will stand adjourned until the next meeting scheduled by the Chair.

2. Conduct of Committee Business

2.1 All Meetings of the Committee shall be open to the public, except for those circumstances provided for in Sections 239 (2) and (3.1) of the *Municipal Act, 2001.*

2.2 The business of each meeting shall be taken up in the order in which it stands upon the agenda, unless otherwise decided by the Committee.

2.3 Where the agenda includes consideration of more than one Application, applications may be dealt with by the Committee either individually or collectively dependant upon the direction of the Committee.

2.4 The Chair will summarize each Application received and request that the Applicant or his or her agent and Candidate or his or her agent identify themselves.

2.5 Applicant's Delegation

- a) The Applicant or the Applicant's agent may address the Committee for a maximum of 10 minutes unless granted leave by the Chair.
- b) Members may ask questions of the Applicant or Applicant's agent through the Chair.
- c) Questions of the Applicant or the Applicant's agent by the Candidate or the Candidate's agent *are not permitted*.
- d) All materials presented to the Committee in open session are deemed to be public documents.

2.6 Candidate's Delegation

- a) The Candidate or the Candidate's agent may address the Committee.
- b) The Candidate may respond to the content of the Application and Applicant's or the Applicant's Agent's address to the Committee.
- c) Members may ask questions of the Candidate or Candidate's agent, through the Chair.
- d) Questions of the Candidate or the Candidate's Agent by the Applicant or the Applicant's agent *are not permitted*.
- e) All materials presented to the Committee in open session are deemed to be public documents.

2.7 Where the agenda includes consideration of more than one Auditor's Report, the Reports may be dealt with by the Committee either individually or collectively dependent upon the direction of the Committee.

2.8 Auditor's Report

- a) An Auditor shall be appointed by the Committee as per Section 3. D of the Terms of Reference.
- b) The Auditor shall address the Committee and provide a summary of his or her Report and its conclusions.
- c) Members may ask questions of the Auditor through the Chair.
- d) Members may ask questions of any person present at the meeting, such questions to be through the Chair and at the sole discretion of the Chair.
- e) The Candidate, Applicant, their agents, or any person present at the meeting may not ask questions of the Auditor or the Committee.

2.9 Decisions of the Committee shall be by resolution. A simple majority vote of the Committee Members present is required to pass a resolution.

Generally, the Committee will render its decision at each meeting. Subject to deadlines imposed by the Act, the Committee may reserve its decision if further deliberation is required.

- 2.10 The Chair shall preside over the Conduct of the meeting, including the preservation of good order and decorum, ruling on points of order, and deciding all questions relating to the orderly procedure of the meetings, subject to an appeal by any Member to the Committee from any ruling of the Chair.
- 2.11 When two or more Members wish to speak, the Chair shall name the Member who first raised his or her hand.
- 2.12 A Member shall not:
- a) Speak disrespectfully to or about another member.
 - b) Use offensive words or unparliamentarily language during meetings.
 - c) Disobey the procedures of the Committee, or decision of the Chair or the Committee on questions of procedure.
 - d) Leave his/her seat or make any noise or disturbance while a vote is being taken and until the result is declared.
- 2.13 In case any Member persists in a breach of the foregoing section after having been called to order by the Chair, he or she may be ordered by the Chair to leave his/her seat for that meeting, but in case of ample apology being made by the offender he or she may, by vote of the Committee, be permitted forthwith to resume his or her seat.
- 2.14 When a Member desires to address the Committee upon a matter that concerns the rights or Privileges of the Committee collectively or individually, he or she shall be permitted to raise such matter of Privilege, and a matter of Privilege shall take precedence over other matters.
- 2.15 When a Member desires to call attention to a violation of the rules of procedure, she or he shall ask leave of the Chair to raise a Point of Order and after leave is granted:
- a) State the Point of Order with a concise explanation and resume his or her seat until the Chair has decided the Point of Order.
 - b) Unless a Member immediately appeals to the Committee, the decision of the Chair shall be final.
 - c) If the decision is appealed, the Committee shall decide the question without debate and its decision shall be final.
- 2.16 When the Chair calls a Member to order, the Member shall immediately sit down until the Point of Order is dealt with and the Member shall not speak again without permission of the Chair unless to appeal the ruling of the Chair.

3. Motions

- 3.1 The following rules shall apply to motions:
- a) All motions must be introduced by a mover before the Chair can put the motion on the floor for consideration.

- b) After a motion is properly moved, it shall be deemed to be in the possession of the Committee but may be withdrawn by the mover at any time before a vote with the consent of the Committee.
- c) The number of times a Member may speak on a motion shall not be limited. A Member shall not be restricted to asking questions only of the previous speaker, but the question must relate directly to the matter under discussion.
- d) A motion to move a previous motion shall not be allowed.
- e) Any Member may require the motion under discussion to be read at any time, but not so as to interrupt a Member while speaking.
- f) When a motion is under consideration, no motion shall be received other than a motion to:
 - i) Adjourn, which motion is neither amendable nor debatable.
 - ii) Table, which motion is not debatable.
 - iii) Defer action.
 - iv) Refer, which motion is debatable as to its merits only.
 - v) Amend.
- g) A motion to refer shall take precedence over any other amendment.
- h) Only one amendment at a time can be presented to the main motion. Only one amendment can be presented to an amendment, but when the amendment to the amendment has been disposed of, another amendment may be introduced, and when that amendment has been decided, another may be introduced.
- i) The amendment to the amendment, if any, shall be voted on first, then if no other amendment is presented, the amendment shall be voted on next, then if no other amendment is introduced, the main motion, or if any amendment has carried, the main motion as amended, shall be put to a vote.
- j) Nothing in this section shall prevent other proposed amendments being read for the information of the Members.
- k) When the motion under consideration contains distinct propositions, upon the request of any Member, the vote upon each proposition shall be taken separately.
- l) After the Chair commences to take a vote, no Member shall speak to or present another motion until the vote has been taken on such motion, amendment, or sub-amendment.
- m) Every Member present at a meeting when a vote is taken on a matter shall vote unless prohibited by statute, in which case the fact of the prohibition will be recorded in the minutes. If any Member present persists in refusing to vote, she or he shall be deemed as voting in the negative. Any motion on which there is a tie vote shall be deemed to be defeated. Recorded votes are not permitted.

- n) After any matter has been decided by the Committee any Member may move for reconsideration at the same meeting, but no discussion of the motion that has been decided shall be allowed until the motion for reconsideration has carried.
- o) All motions not disposed of, shall be placed on the agenda for the next meeting of the Committee, subject to any deadlines imposed by the *Act*.

4. Minutes

- 4.1 Minutes shall be taken for all meetings and briefly outline the substance of item listed on the agenda, including delegations, reports, motions, resolutions, and other actions taken. Minutes shall reflect the decision when necessary, of the Committee in keeping with the *Municipal Election Act, Section 88.33(7)*.

5. Media Relations and Communications

- 5.1 All media contact shall be made through the Clerk or Chair.

6. Conflict of Interest

- 6.1 Legislated requirements as set out in the *Municipal Conflict of Interest Act* shall apply to all Committee Members. It is the responsibility of each Member to disclose any pecuniary interest prior to discussion of a particular matter. Once declared, the Member shall not discuss or vote on the matter. If the declaration relates to a matter being discussed during a closed portion of the meeting, the Member must leave the meeting during all discussion on the matter. Members are encouraged to seek independent legal advice if they are unsure of whether or not they have a pecuniary interest in a matter. Municipal staff does not provide advice or interpretation related to declarations.

7. Matters Not Dealt with in These Procedures

- 7.1 If the practices and procedures set out herein do not provide for a procedural matter, the practice or procedure shall be determined by the Clerk or designate in conjunction with the Chair. Where the matter arises during a meeting and cannot be dealt with to the satisfaction of the Chair and Clerk or designate, the matter shall be deferred to the next meeting of the Committee.

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW NO. 2021 -

Being a By-law to confirm the proceedings of Council May 19, 2021

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 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 19th day of April 2021.

THE CORPORATION OF THE
MUNICIPALITY OF MAGNETAWAN

Mayor

CAO/Clerk