



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

**Wednesday, August 17 , 2022**

**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

### **STAFF QUARTERLY REPORTS - SECOND QUARTER**

- 12 Report from Parks and Maintenance Manager Steve Robinson

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

- 15 2.1 Report from Public Works Superintendent Scott Edwards, 2012 Dodge Crew Cab Truck #21 Repair
- 16 2.2 Stop Up Close and Sell Road Allowance Purchase Request - Between Croft Plan M36 Lot 11 and Plan M36 Lot 9 PT Lot 10 Parts 2 to 4 - Ted Levering (adjacent property owner to Caudwell)
- 25 2.3 DRAFT Site Plan Drawing - CON 2 PT Lot 26 - Dunnett
- 43 2.4 DRAFT Motion Almaguin Highlands Health Council regarding OTN Funding
- 46 2.5 Correspondence from Magnetawan Agricultural Society, Participation in Fall Fair Parade
- 47 2.6 Correspondence from Lakeland Holding, Take Charge - Lakeland EV Charging Station Network
- 50 2.7 DRAFT Delegate Certain Authorities During a Restricted Authority "Lame Duck" Council Period

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

- 52 3.1 Almaguin Community Economic Development (ACED) Minutes July 18, 2022, Director of Economic Development (DoED) Report August 15, 2022, RFP Almaguin Photo and Video Services Contract, DRAFT Almaguin Marketing Partnership Program
- 76 3.2 Almaguin Highlands Health Centre (AHHC) Minutes July 19, 2022

### **CORRESPONDENCE**

- 78 4.1 Lakeland Holding Ltd. 2022 Q2 Shareholder Update
- 85 4.2 North Bay Parry Sound District Health Unit Audited Financial Statements, Financial Information Return (FIR) and COVID-19 Update
- 118 4.3 Correspondence Fire Marshal's Public Fire Safety Council Firefighter Certification
- 120 4.4 Correspondence Discovery Routes Trans Canada Trail Sign on Old Nipissing Road
- 121 4.5 Correspondence Magnetawan Lions Club Canada Day
- 122 4.6 Correspondence Ministry of Tourism Culture and Sport Outcome of Reconnect Ontario 2022 Program
- 123 4.7 August 2022 Newsletter
- 125 4.8 ICYMI Council Highlights July 27, 2022

**ACCOUNTS**

126 5.1 Accounts in the amount of \$732,449.60

**CLOSED SESSION**

In accordance with 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:

- (b) personal matters about an identifiable individual
- (d) labour relations or employee negotiations
- (e) litigation or potential litigation

**BY-LAWS**

145 6.1 Delegate Certain Authorities During a Restricted Authority "Lame Duck" Council Period

147 6.2 Appoint a Treasurer

**CONFIRMING BY-LAW AND ADJOURNMENT**

148 7.1 Confirm the Proceedings of Council and Adjourn



**Municipality of  
Magnetawan**

**COUNCIL MEETING MINUTES**

**July 27, 2022**

**1:00 pm**

The meeting of the Council of the Corporation of the Municipality of Magnetawan was held at the Magnetawan Community Centre on Wednesday July 6, 2022 with the following present:

Mayor Sam Dunnett  
Councillor Brad Kneller  
Councillor John Hetherington  
Councillor Wayne Smith

Regrets:

Deputy Mayor Tim Brunton

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

**OPENING BUSINESS**

**1.1 Call to Order**

The meeting was called to order at 1:00 p.m.

**1.2 Adoption of the Agenda**

*RESOLUTION 2022-194 Smith-Kneller*

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

*Carried.*

**1.3 Disclosure of Pecuniary Interest**

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

**1.4 Adoption of the Previous Minutes**

*RESOLUTION 2022-195 Hetherington-Smith*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the minutes of the meetings on July 6, 2022 and the Planning Act public meeting on June 15, 2022 as copied and circulated.*

*Carried.*

## **PUBLIC MEETING**

### **Stop Up Close & Sell Road Allowance – Between Townships of Ryerson & Chapman, Parts 2 & 3, 42R21856 – Bailey**

*RESOLUTION 2022-196 Hetherington-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan, after holding its public meeting regarding the 'Stop Up, Close and Sell Road Allowance – Bailey', agrees to pass the by-law later in the meeting with the understanding that the road allowance lands are merged on title at the time of transfer with the purchaser's lot abutting the road allowance, that was specified in the application and in the letter from the Municipal Solicitor.*

*Carried.*

## **STAFF QUARTERLY REPORTS – SECOND QUARTER**

- 2.2 Report from By-law Enforcement Officer Caitlin Deevey**
- 2.3 Report from Fire Chief Derek Young**
- 2.4 Report from Chief Building Official Tyler Irwin**
- 2.5 Report from Public Works Superintendent Scott Edwards**
- 2.6 Report from Deputy Clerk Nicole Goufay**
- 2.7 YTD Budget from Treasurer Linda Saunders**

*RESOLUTION 2022-197 Kneller-Hetherington*

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

*Carried.*

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

- 3.1 Road Exchange Unopened Road Allowance – Part 2 Plan 42R-21766 & Part 3 Plan 42R-21766 – Crossman**

*RESOLUTION 2022-198 Smith-Hetherington*

*WHEREAS the Municipality of Magnetawan has received an application for the exchange of an unopened Road Allowance from John Crossman;*

*AND WHEREAS the Municipality of Magnetawan would take ownership over Part 2 on Plan 42R-21766;*

*AND WHEREAS Mr. Crossman would take ownership over Part 3 and Part 4 on Plan 42R-21766;*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves in principle the exchange of lands listed above with the following provisions:*

- *The exchange of the 'road allowance' will be at no cost to the applicant for the lands only;*
- *The cost of surveying the necessary lands, and all other and any costs will be borne by the applicant;*
- *The transferred road allowance (Ahmic Lake Rd) to the Municipality are a minimum of 66 feet in width.*
- *That Parts 3 and 4 on Plan 42R-21766 be merged with Part 1 and the PIN's be consolidated.*

*Carried.*

**3.2 Stop Up Close and Sell Road Allowance Purchase Request – Between Croft Plan M36 Lot 11 and Plan M36 Lot 9 PT Lot 10 Parts 2 to 4 – Ted McKenna (on behalf of Caudwell)**

*RESOLUTION 2022-199 Kneller-Smith*

*WHEREAS the Municipality of Magnetawan has received an application from Ted McKenna (Agent) for the purchase of Original Road Allowance between Plan M36 LOT 11 and PLAN M36 LOT 9, LOT 10 PARTS 2 TO 4 (CAUDWELL);*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves in principle the sale of:*

- 1. Original Road Allowance with the following provisions:*
  - Any other adjacent landowner shall be invited to participate in the purchase of that part of the specified road allowance which borders their lands;*
  - The price be set by an appraised value set by a professional appraiser;*
  - All costs for the purchase to be borne by the applicant*
  - The road allowance be merged with the existing properties*

*Carried.*

**3.3 Request for Road Use/Maintenance Agreement – Lesley Lovering**

*RESOLUTION 2022-200 Hetherington-Kneller*

*WHEREAS the Council of the Municipality of Magnetawan receives a request from Lesley Lovering to enter into a Road Use Agreement to open and maintain 200ft of the unopened road allowance off Ahmic Lake Road between CON 2 LOT 11 & LOT 10;*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan supports in principle the entering into an agreement with Lesley Lovering to upgrade and maintain 200ft of the unopened road allowance between CON 2 LOT 11 & CON 2 LOT 10 subject the following conditions:*

- That the parking of any vehicles or trailers will not impede any member of the public to pass through the unopened road allowance;*
- That a survey be conducted of the unopened road allowance mentioned above;*
- That the Public Works Superintendent approve the work plan for the opening of the unopened road allowance; and*
- That all legal and/or planning fees required for the application be borne by the applicant.*

*Carried.*

**3.4 Request for Deeming By-law -PLAN 235 LOTS 1, 2 & 3 – Carl Lorusso**

*RESOLUTION 2022-201 Kneller-Smith*

*WHEREAS; Council has received correspondence and required fees from Carl Lorusso requesting the deeming together of LOT 1, LOT 2 AND LOT 3 OF PLAN 253;*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan supports in principle the deeming together of LOT 1, LOT 2 AND LOT 3 OF PLAN 253 in Magnetawan and directs staff to bring back the by-law for passing to a future Council meeting.*

*Carried.*

### **3.5 Consent Application – CON 12, PT LOT 19 and LOT 18 – Main/Hutcheson**

#### **RESOLUTION 2022-202 Hetherington-Smith**

*WHEREAS the Municipality of Magnetawan has received a request to support an application for consent for creation of a new lot located at 1113 Miller Road, Magnetawan (Main/Hutcheson 4944 010 00230600 and 4944 010 00230500). The property is legally described as CON 12, PT LOT 19 and LOT 18, 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, subject to the following conditions:*

- Draft copy of the deeds (with all schedules) to be approved by the Municipality prior to registration;*
- A copy of the original executed transfer (deed) with all schedules be provided to the Municipality;*
- That a registrable description of the severed lands be submitted to the Municipality, with survey if applicable;*
- 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 parkland dedication fee;*
- Confirmation from the North Bay Mattawa Conservation Authority (NBMCA) that the proposed Retained Lot can be adequately serviced by individual on-site septic systems and individual on-site water systems;*
- That the applicant obtain a letter of suitable entrance from the Municipality for the proposed Severed Lot;*
- That a Minimum Distance Separation I (MDS I) Calculation is required, to the satisfaction of the Municipality of the proposed Severed and Retained Lots;*
- That the Applicant gift to the Municipality of Magnetawan the portion of traveled road known as Miller Road that traverses through CON 12 Lots 19, at a minimum of 66’ wide, to the satisfaction of the Municipality;*
- That the Applicant agree to swap the traveled portion of Schmeler across the north section of CON 12 Lots 18 & 19, at a minimum of 66’ wide, with the Municipality for ownership over the unopened road allowance and that unopened road allowance be merged with Con 13 Lot 18 and the remnants of Con 12 Lots 18 & 19.*

*Carried.*

### **3.6 Report from Public Works Superintendent Scott Edwards, Award RFP2022-06 Winter Sand**

#### **RESOLUTION 2022-203 Smith-Kneller**

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the Report from Public Works Superintendent Scott Edwards, Award RFP 2022-06 Winter Sand and approves the recommendation contained therein to award the Request for Proposal to Miron Topsoil Ltd in the amount of \$96,070 plus HST;*

*AND FURTHER THAT Council directs Staff to transfer \$44,075 from the Working Funds Reserve account number 1-3-9000-8000 to offset the overage.*

*Carried.*

**3.7 Report from Public Works Superintendent Scott Edwards, Award RFP2022-7 Surface Treatment (Double Lift Tar & Chip)**

*RESOLUTION 2022-204 Hetherington-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the Report from Public Works Superintendent Scott Edwards, Award RFP 2022-07 Surface Treatment (Double Lift Tar & Chip) and approves the recommendation contained therein to award the Request for Proposal to Duncor Enterprises Ltd. in the amount of \$34,287.41 plus HST;*

*AND FURTHER THAT Council directs Staff to transfer \$8,587.41 from the Working Funds Reserve account number 1-3-9000-8000 to offset the overage.*

*Carried.*

**3.8 Report from Public Works Superintendent Scott Edwards, Award RFP2022-8 Slurry Seal Surface Treatment**

*RESOLUTION 2022-205 Kneller-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the Report from Public Works Superintendent Scott Edwards, Award RFP 2022-08 Slurry Seal Surface Treatment and approves the recommendation contained therein to award the Request for Proposal to Duncor Enterprises Ltd. in the amount of \$60,166 plus HST;*

*AND FURTHER THAT Council directs Staff to transfer \$14,070 from the Working Funds Reserve account number 1-3-9000-8000 to offset the overage.*

*Carried.*

**3.9 Report from Deputy Clerk Laura Brandt, Digital Sign Ahmic Community Centre**

*RESOLUTION 2022-206 Smith-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and accepts the recommendation from the Magnetawan Community Centre Board receiving the Report from Deputy Clerk Laura Brandt, Update Municipal Messaging Sign at the Ahmic Harbour Community Centre and Magnetawan Fire Station #2 and directs Staff to award the Digital Sign Project to Harris Time Inc. in the amount of \$20,800 plus HST;*

*AND FURTHER THAT Council directs Staff to transfer \$10,800 from the Working Funds Reserve account number 1-3-9000-8000 to offset the overage.*

*Carried.*

**3.10 DRAFT Policy For The Use of Municipal Facilities or Grounds at no Cost**

*RESOLUTION 2022-207 Kneller-Smith*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the DRAFT Use of Municipal Facilities or Grounds at No Cost Policy as presented.*

*AND FURTHER THAT, the by-law to rescind the previous by-law on this matter will be passed later in the meeting.*

*Carried.*

**3.11 DRAFT Rescind By-law 2018-33**

**3.12 Magnetawan Ride Runners Memorandum of Understanding Sept 2022-2026**

*RESOLUTION 2022-208 Smith-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan authorizes the CAO/Clerk to enter into the Memorandum of Understanding with the Magnetawan Ride Runners Snowmobile Club for 2022 - 2026 as presented.*

*Carried.*

**3.13 DRAFT Appoint a Deputy Chief Building Official Shared Service Agreement – Brian Dumas**

*RESOLUTION 2022-209 Kneller-Smith*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the DRAFT Appoint a Deputy Chief Building Official (Shared Services Agreement) – Brian Dumas, and the by-law on this matter will be passed later on in the meeting.*

*Carried.*

**3.14 Correspondence from Susanna Nel Request for Use of Electricity at Magnetawan Centennial Park**

*RESOLUTION 2022-210 Kneller-Smith*

*WHEREAS the Council of the Municipality of Magnetawan receives the correspondence from Susanna Nel, Request for Use of Electricity at Magnetawan Centennial Park;*

*NOW THEREFORE BE IT RESOLVED that the Council of the Municipality of Magnetawan approves the use of the Electricity on Saturday August 6<sup>th</sup>, 2022.*

*Carried.*

**3.15 Correspondence MADD Message Yearbook Advertising**

*RESOLUTION 2022-211 Hetherington-Smith*

*WHEREAS the Council of the Municipality of Magnetawan receives the correspondence MADD Message Yearbook Advertising Information;*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves a business card sized ad for \$299 plus tax.*

*Carried.*

**3.16 Municipal Insurance Renewal Proposal for The Corporation of the Municipality of Magnetawan**

*RESOLUTION 2022-212 Smith-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the Municipal Insurance Renewal Proposal and approves the renewal substantially in the format attached to herein;*

*AND FURTHER authorizes the CAO/Clerk to sign any documents for renewal purposes.*

*Carried.*



## **MUNICIPAL BOARDS AND COMMITTEE MINUTES**

- 4.1 Eastholme Home For The Aged 2021 Year in Review
- 4.2 Magnetawan Cemetery Board (MCB) Minutes June 9, 2022
- 4.3 Almaguin Community Economic Development (ACED) Minutes June 20, 2022, Almaguin Highlands Business Support Guide, Taste of Almaguin Bingo, AHSS Student Engagement Report & Projected Budgets for 2023/2024
- 4.4 Magnetawan Community Centre Board (MCCB) Minutes July 13, 2022

*RESOLUTION 2022-213 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**

- 5.1 Northern Ontario Service Deliverers Association (NOSDA) Paramedic Services Modernization
- 5.2 Northern Ontario Service Deliverers Association (NOSDA) Paramedic Services in the North
- 5.3 Northern Ontario Service Deliverers Association (NOSDA) Community Paramedicine Funding
- 5.4 Hastings County Expanding Amber Alert System
- 5.5 Municipality of Tweed Ontario Wildlife Damage Compensation Program
- 5.6 Magnetawan Public Library Year to Date Budget and Update
- 5.7 FONOM Media Release Practice of Catch and Release in Northern Communities
- 5.8 FONOM Learning Morning
- 5.9 Request for Proposal RFP 2022-07 Surface Treatment (Double Lift Tar & Chip)
- 5.10 Request for Proposal RFP 2022-08 Slurry Seal Surface Treatment
- 5.11 Correspondence Thank You Letter Almaguin Highlands Graduate Bursary Program
- 5.12 Drumming with Sandra Poster
- 5.13 Bike and Recreational Games Share Poster
- 5.14 Culver 11 Repairs Update Poster
- 5.15 Updated Notice of Closure Lake Cecebe Boat Ramp Poster
- 5.16 Notice of Office Closure Monday August 1, 2022 Poster
- 5.17 Dinner and A Drive-In Movie Event Poster
- 5.18 The World's Largest Treasure Hunt Now In Magnetawan! Geocaching Poster and Comments
- 5.19 ICYMI Council Highlights July 6, 2021

*RESOLUTION 2022-214 Hetherington-Smith*

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

*Carried.*

**RESOLUTION 2022-215 Kneller-Smith**

**BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan endorses and supports items:

- 5.1 Northern Ontario Service Deliverers Association (NOSDA) Paramedic Services Modernization
  - 5.2 Northern Ontario Service Deliverers Association (NOSDA) Paramedic Services in the North
  - 5.3 Northern Ontario Service Deliverers Association (NOSDA) Community Paramedicine Funding
  - 5.4 Hastings County Expanding Amber Alert Systems
  - 5.5 Municipality of Tweed Ontario Wildlife Damage Compensation Program
- Carried.

**ACCOUNTS**

**5.1 Accounts in the amount of \$432,573.09**

**RESOLUTION 2022-216 Hetherington-Kneller**

**BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan approves the accounts in the amount of \$432,573.09 as presented.

Carried.

**BY-LAWS**

**7.1 Stop Up Close & Sell Road Allowance – Between Townships of Ryerson & Chapman, Township of Chapman being Parts 2 & 3, 42R21856 – Bailey**

**7.2 Rescind 2018-33**

**7.3 Appoint a Deputy Chief Building Official (Shared Service Agreement)– Brian Dumas**

**RESOLUTION 2022-217 Smith-Hetherington**

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

**7.1 Stop Up Close & Sell Road Allowance – Between Townships of Ryerson & Chapman, Township of Chapman being Parts 2 & 3, 42R21856 – Bailey**

**7.2 Rescind 2018-33**

**7.3 Appoint a Deputy Chief Building Official (Shared Service Agreement)– Brian Dumas**

Carried.

**CONFIRMING BY-LAW AND ADJOURNMENT**

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

*RESOLUTION 2022-218 Smith-Kneller*

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

*AND FURTHER THAT, this meeting is now adjourned at 1:50 pm to meet again on Wednesday, August 17, 2022 at 1:00 am or at the call of the Chair.*

*Carried.*

Approved by:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

DRAFT



## REPORT TO COUNCIL

To:	Mayor and Council
From:	Parks and Maintenance Manager Steve Robinson
Date of Meeting:	August 17, 2022
Report Title:	2022 2nd Quarter Report

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

### Spring/Summer

- Hired contractor for repair for re-shingling of roof at the Heritage Museum Centre (Log Cabin) – should be done by: mid Oct/22
- Ahmic Community Centre new water system is in and approved by Health Unit
- Opening of Park/Beach facilities including washrooms.
- Cleaning of offices, bathrooms, pavilion, municipal buildings and Ahmic Community Centre
- Set up and tear down of meeting spaces and Council Chambers.
- The Parks and Maintenance Manager has responded to 5 or more inquiries from the public regarding cemetery matters. Most inquiries are family members researching family history or looking for plots of family members.
- The Parks and Maintenance Manager this spring has facilitated staking for 16 monuments, 6 casket burials and 8 cremation burials with 7 cremation burials pending within the Municipality.
- Previously, dig tests were completed at two gravesites with contractor at the Spence Cemetery due to concerns about possible rocks within the gravesite areas. These sites were deemed clear and free of rocks. Dig tests were completed at one additional gravesite and this site will have to be moved to another location due to rocks located at the headstone area. This gravesite will be relocated in the Spring. This has now been completed
- The Parks and Maintenance Manager has sold 7 plots within the municipal cemeteries this spring.
- Repair of Community Centre/Municipal Office Roof – work was to start beginning of July – supplies didn't come in to the contractor – eta August 2022
- Boat Ramp to be replaced week of Aug1/22 – to be operational Aug9/22
- Chapman Memorial Sanctuary Project – trees felled by arborist, sign installed June 2022
- Removed bush/tree behind the Heritage Centre Museum to make walking trail up to mural.
- Removed fencing in front of Community Centre/Municipal Office.

- Sand was cleaned off sidewalks and parking lots, with the help of the Public Works department when warranted.
- Flags replaced as needed.
- Banners have been put up.
- Remembrance Day banners to be put up in November.
- Planted flower beds including barrels have been prepared and currently in progress of being planted.
- Deep cleaning of the Heritage Museum and Log Cabin has been completed in preparation of opening day.
- All garbage containers and recycling containers have been put in place.
- All public porta potties have been ordered and have been put in place. The Parks and Maintenance Supervisor ordered and installed signage regarding the abuse of public bathrooms after report of abuse was received by Staff.
- Grass cutting, trimming, and weed whacking is occurring on a daily basis.
- Removal of brush and dead trees from all the cemeteries located within the Municipality.
- All the swim buoys at Ahmic Beach and Centennial Park have been installed and that the beach area's have been cleaned up.
- Docks have been installed with the help of Public Works ahead of the Hatchery Operations.
- Parks and Maintenance Manager ensured that the needs of Volunteers working at the Hatchery Operations were met (tent and porta potties).
- Dock life rings have been installed
- The Centennial Park and Municipal Office/Community Center water systems have been restarted, tested, and given the green light by the Health Unit. All parks and buildings are following all the mandated COVID-19 protocols.
- Removed old fencing from ag building along Bidy St
- Trimmed trees above sign boards parking lot.
- Repairs of washouts at boat ramps ongoing.
- New generator installed and operational at Ahmic Firehall/com centre.
- New generator installed at Friendship club electrical to be hooked up Aug 16/22

### Upcoming

- Replacement of rink boards October 2022
- Installation of new docks and replacement of old docks – spoke with Garfield from the Lions Club and he mentioned that Sam and Mark are looking after this project. I have forwarded the specifications as provided to me to Eric Langford to order the materials.
- We will be picking up 60 trees to be planted between the Community Centre and the municipal parking lot. Anticipated to be picked up the week of Aug 15/22
- Gazebo at Magnetawan Centennial Park was pressure washed and was hoping to get stained – no staff available – will be looking to hire this out. Waiting on a quote from Kim Heathfield and Ed Lake.

- Wharf House renovation – off the table right now due to pricing– hoping to replace and move the sand shed that is beside Algonquin Foods. A report to Council will be forthcoming.

Respectfully Submitted,

*Steve Robinson*

Steve Robinson  
Parks and Maintenance Manager



# REPORT TO COUNCIL

To:	Mayor and Council
From:	Public Works Superintendent Scott Edwards
Date of Meeting:	August 17 2022
Report Title:	2012 Dodge Crew Cab Truck # 21 Repair

**Recommendation:** THAT Council receives and approves this report as presented and recommends the repair of the 2012 Dodge Truck Crew Cab # 21 including tire replacement by Deans Auto Care Ltd for an estimated \$4,600. Funds to be transferred in from the revenue received from the sale of Tandem Truck # 24 on GovDeals which was recently completed.

**Background:** This report is to update Council on the latest repair for Truck # 21 which is a 2012 Dodge 2500 Crew Cab Pickup Truck.

Historically this truck was used by the Roads Department as a Diesel Fuel Bowser to fuel up heavy equipment in the field, tow a float trailer when required and all around Crew vehicle. As it began to end its life cycle with the Roads Department and after a large repair the decision was made to share with the Landfill and Parks Department as a type of spare truck to ensure delivery of services to the Residents. These tasks would include removing garbage roadside by Landfill staff and at times still used by roads during brushing and pothole operations. In regard to the Parks Department this truck is equipped with a water tank for the watering of flowers and also transporting lawn equipment where required. When the delivery of the replacement 2022 Dodge Crew cab Truck #23 arrived to the Roads Department after a long delay, the older Truck # 21 was then transferred to the Parks Department.

Recently there was an issue noted with brakes for Truck # 21 that includes the replacement of brake calipers, rotors and brake pads. The tires are also ready for replacement.

**Evaluation:**

Repair brakes and new tires

Estimated cost	\$4,600
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Do not Repair and replace in the 2023 Budget with a 1500 Quad Cab

Estimated costs	\$75,000
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**Financial Implications:** Budgeted for repairs in the 2022 Budget was \$10,000 for the injectors and to date spent is \$10,729. The cost of the repairs could come from sale of Truck # 24 which was \$18,400 (\$20,800 including HST). The sale of Truck #24 was not accounted for in the budget.

**Conclusion:** It is recommended by the Public Works Superintendent and the Parks and Maintenance Supervisor to complete the repairs as noted (with the intent to replace the truck in 2023) and then auction it off through GovDeals. This will ensure no disruption of service levels for the remainder of 2022.

Respectfully Submitted,

Scott Edwards  
Public Works Superintendent



**RESOLUTION NO. 2022 – AUGUST 17, 2022**

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

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

**WHEREAS** the Municipality of Magnetawan passed Resolution 2022-199 supporting in principle the sale of Original Unopened Road Allowance between PLAN 36 Lot 11 and PLAN M36 LOT 9, LOT 10 PARTS 2 TO 4 CAUDWELL;

**AND WHEREAS** the Municipality of Magnetawan has received an application from John W. Levering In Trust as the adjacent owner for the purchase of Original Unopened Road Allowance between PLAN 36 Lot 11 and PLAN M36 LOT 9, LOT 10 PARTS 2 TO 4 (Levering IV In Trust) and both land owners are in favour of the purchase;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan approves in principle the sale of:

1. Original Road Allowance with the following provisions:
  - The price be set by an appraised value set by a professional appraiser;
  - All costs for the purchase to be borne by the applicants
  - The road allowance be merged with the existing properties

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			





Del 500  
of July 21st/22  
NG.

**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

EDWIN W. LEVERING IV IN TRUST

2. Mailing Address of Applicant

115 BARRISON FOREST RD

OWINGS MILLS, MD. 21117

3. Telephone Number and Email address of Applicant:

410-458-0046

ELEVE6@ADL.COM

4. Owner's Property Description and Address.

CROFT PLAN M36 LOT 11 PCL 10908 N/S

5. Roll Number

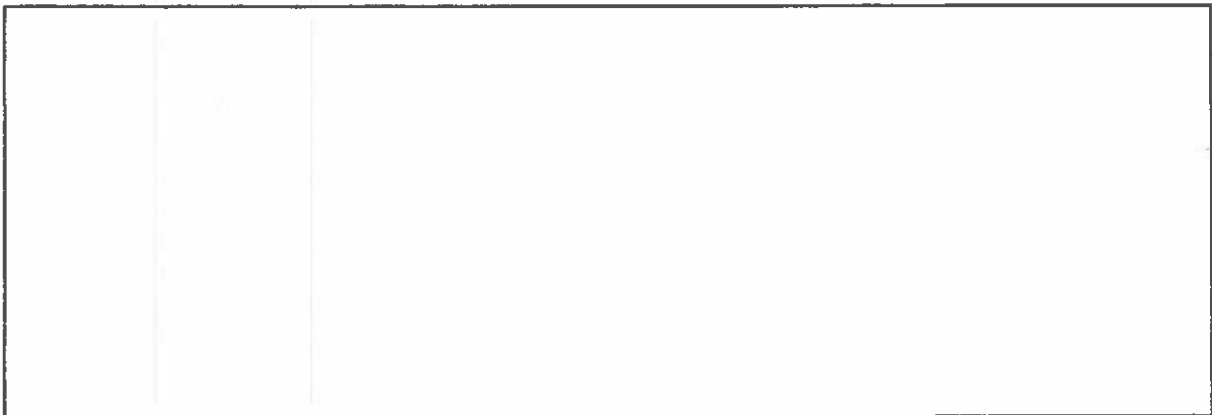
4944 030 00406101,0000

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

SALLY CAUDWELL 182 NEVILLE PARK BLVD

TORONTO, ONTARIO

**Sketch of lands pertaining to this Application (or attach) MHE 3PB**



**Agent Authorization**

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be attached to this form or the authorization set out below must be completed.

**Authorization of Owner for Agent to Make the Application**

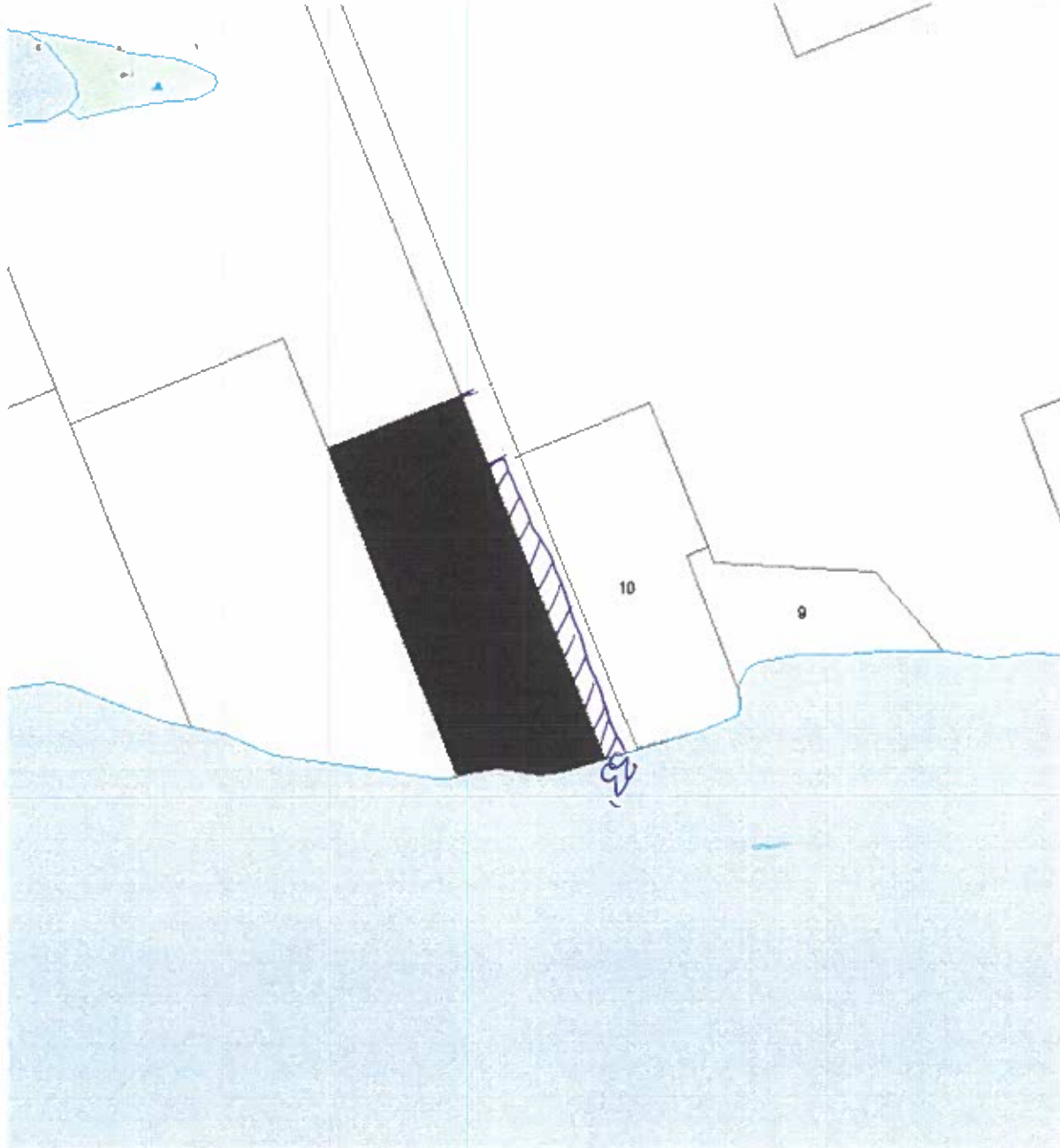
I, \_\_\_\_\_, am the owner of the land that is the subject of this application for the purchase of a road allowance, and I authorize \_\_\_\_\_ to make this application on my behalf.


\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

DATE: JULY 21, 2022 Signature of Applicant Steven W. Jurek  
TRUSTEE

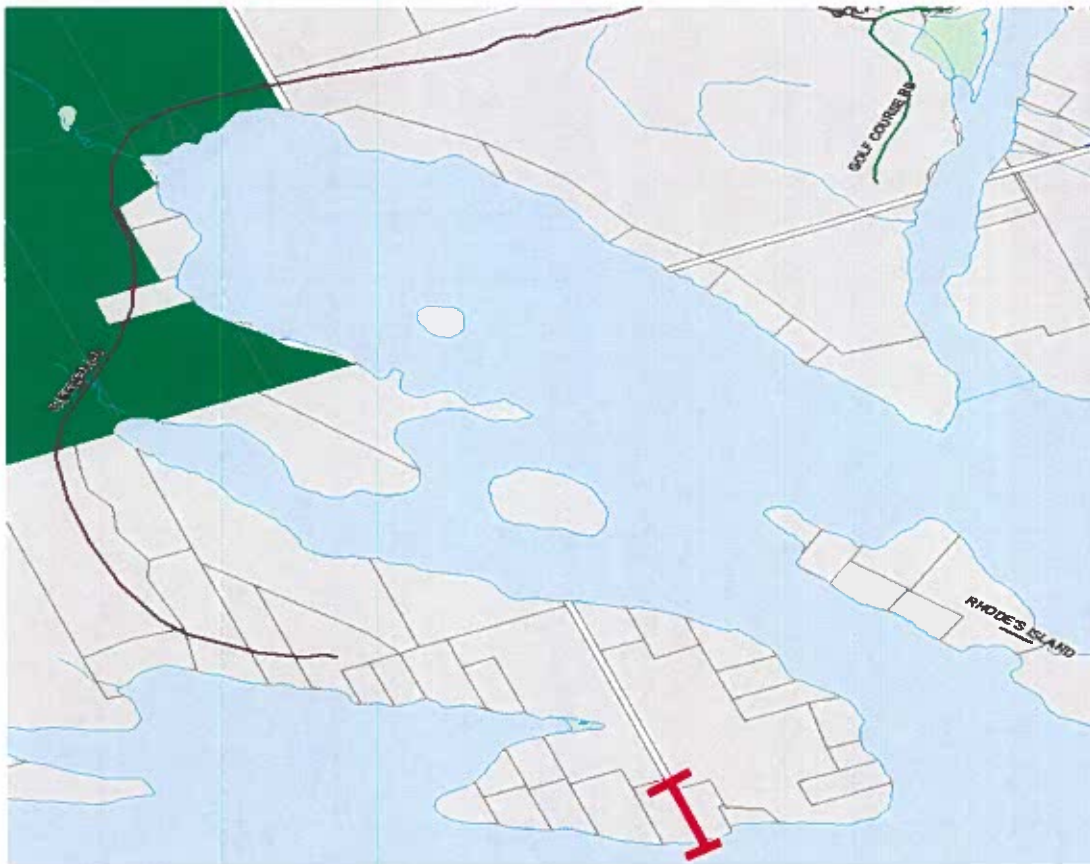
*Personal information on this form will be used for the purposes of sending correspondence relating to matters before Council. Your name, address, comments, and any other personal information, is collected and maintained for the purpose of creating a record that is available to the general public in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



 = requested to purchase  
Ted Levening.

Levering, Edwin (In Trust)

 Shore Road Allowance Purchase





**RESOLUTION NO. 2022 - 199** **JULY 27, 2022**

Moved by: Brad Kneller

Seconded by: [Signature]

**WHEREAS** the Municipality of Magnetawan has received an application from Ted McKenna (Agent) for the purchase of Original Shore Road Allowance between Plan M36 LOT 11 and PLAN M36 LOT 9, LOT 10 PARTS 2 TO 4 (CAUDWELL);

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan approves in principle the sale of:

1. Original Road Allowance with the following provisions:
  - Any other adjacent landowner shall be invited to participate in the purchase of that part of the specified road allowance which borders their lands;
  - The price be set by an appraised value set by a professional appraiser;
  - All costs for the purchase to be borne by the applicant
  - The road allowance be merged with the existing properties

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*

JUN 27 2022

PAID



**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

SARA CAUDWELL

2. Mailing Address of Applicant

182 NEVILLE PARK BLVD.

TORONTO, ONTARIO M4E 3P8

3. Telephone Number and Email address of Applicant:

514-893-2952

SCAUDWELL@GMAIL.COM

4. Owner's Property Description and Address.

SHORE - 10 BEHIC LAKE NORTH

CREDIT PLAN M-36 PT LOT 10 RP

4285766 PART 1 PCL 2353 S.S. S.S.

5. Roll Number

4944 030 00106400.0000

7. Names and addresses of Adjacent Owners (each side): (LOT 11)

115 GARRISON FOREST ROAD

SARA CAUDWELL (LOT 10)

/ EDWIN (TED) EVERING

OWINGS HILLS MDR 2117

**Sketch of lands pertaining to this Application (or attach)**

SEE ATTACHED.

Agent Authorization

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be attached to this form or the authorization set out below must be completed.

Authorization of Owner for Agent to Make the Application

I, SARA CAUDWELL am the owner of the land that is the subject of this application for the purchase of a road allowance, and I authorize WILLIAM THOMAS (TED) MCKENNA to make this application on my behalf.

JUNE 20, 2022  
Date

Sara Caudwell  
Signature of Owner

DATE: JUNE 20, 2022 Signature of Applicant W McKenna

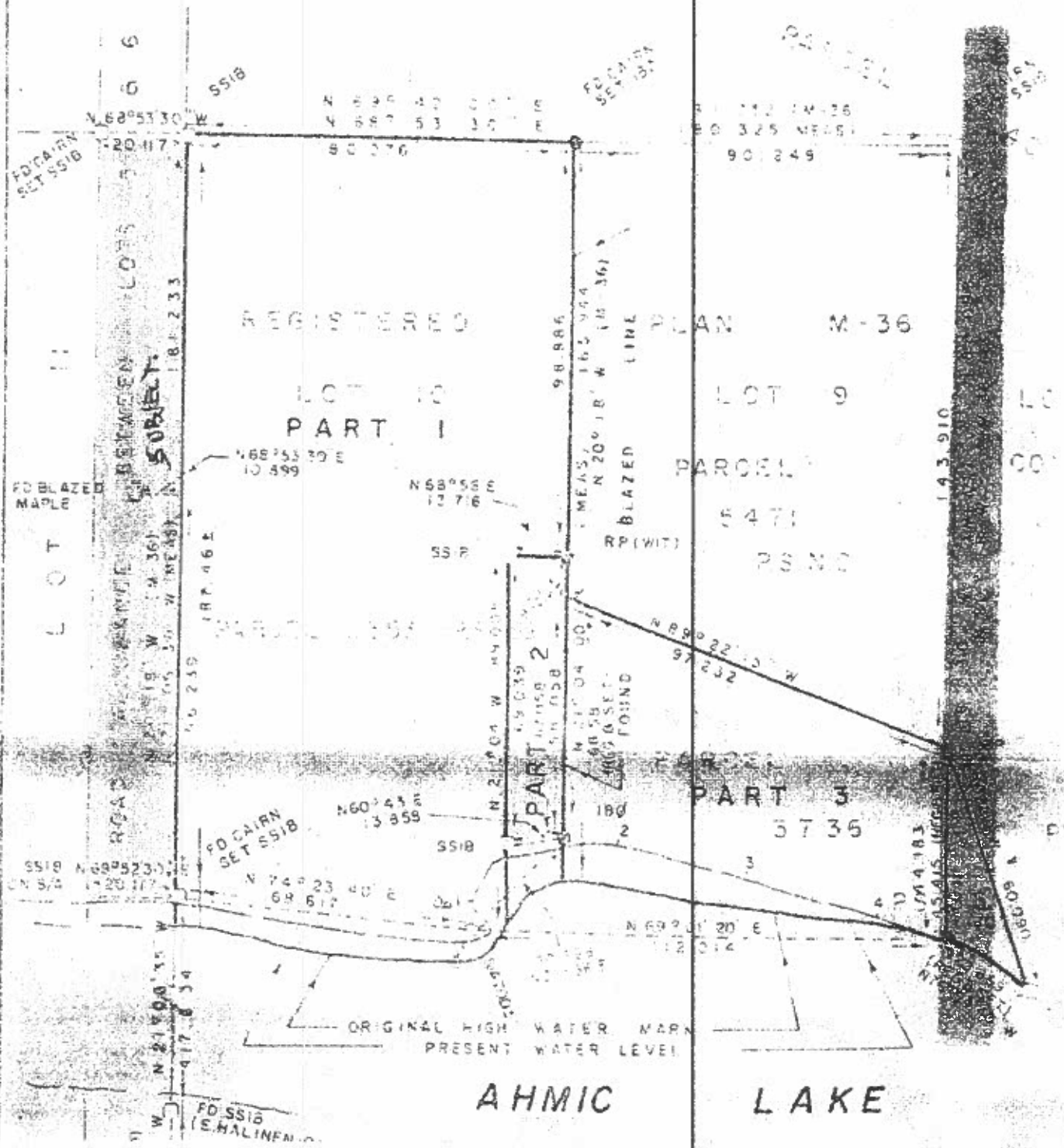
*Personal information on this form will be used for the purposes of sending correspondence relating to matters before Council. Your name, address, comments, and any other personal information, is collected and maintained for the purpose of creating a record that is available to the general public in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

LOT 10 AND PART OF LOT 9, REGISTERED PLAN M-36  
AND PART OF LOT 5, CONCESSION III

# TOWNSHIP OF CROFT

DISTRICT OF PARRY SOUND

L. U. MAUGHAN, O.L.S. - 1978





**RESOLUTION NO. 2022 –** \_\_\_\_\_

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

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

**BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan approves the DRAFT Site Plan Drawing – CON 2 PT Lot 26 - Dunnett, and chooses:

\_\_\_\_\_ Option 1: to provide access to the retained parcel from a right of way through the severed parcel (partwith the current cottage)

\_\_\_\_\_ Option 2: to provide access through retained lot via property line, driveway over wetland setback and EP

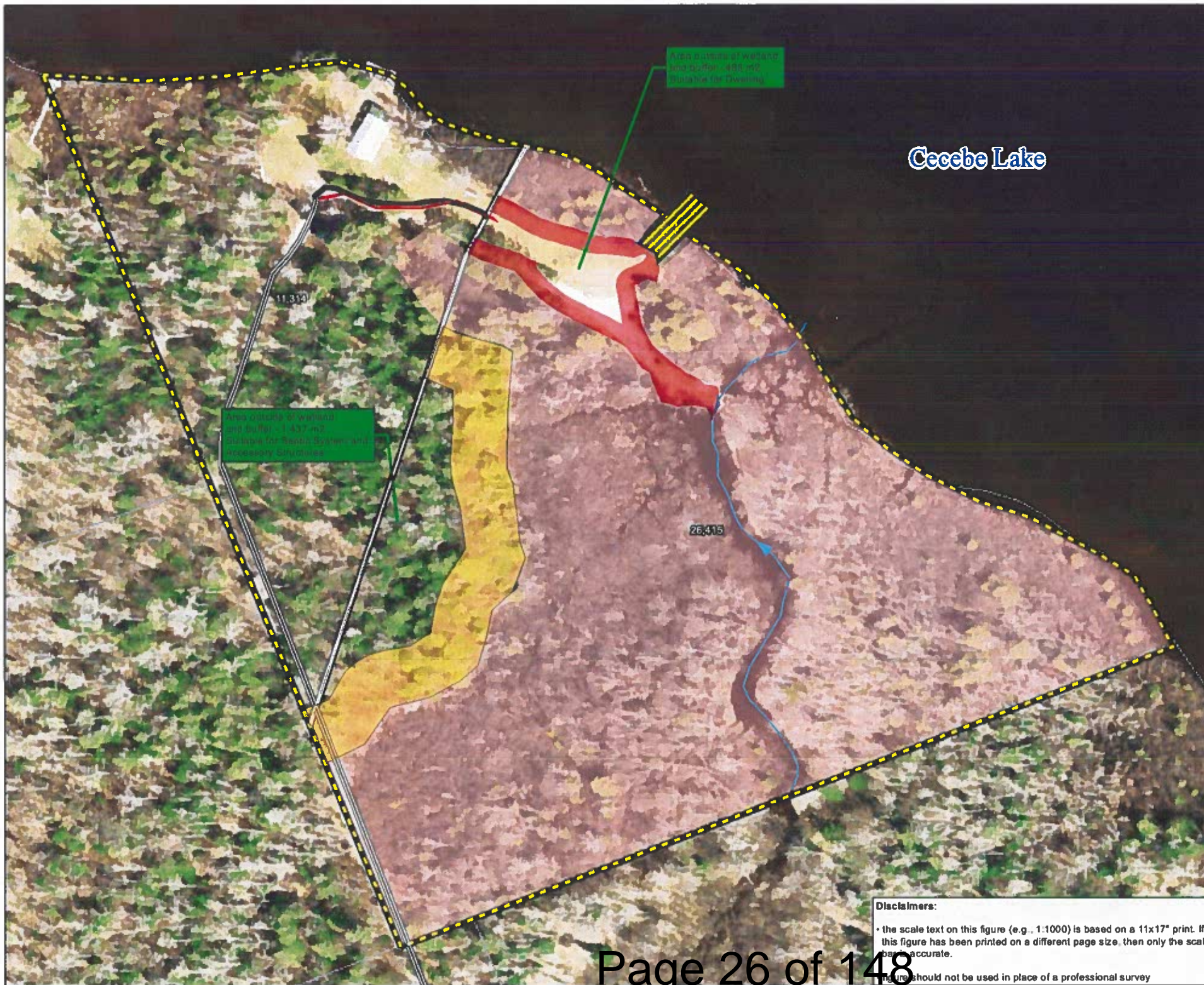
Carried \_\_\_\_\_ Defeated \_\_\_\_\_ Deferred \_\_\_\_\_

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

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

Recorded Vote

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



**Legend**

**Ontario Base Mapping (OBM)**

**Planning Boundaries**

- Subject Property

**Man-made Features Existing at Time of Site Visit (June 08, 2021)**

- Driveway

**Features with Recognized Natural Heritage Value - Identified by RiverStone**

- Watercourse
- Wetland

**Proposed Development and Site Alteration**

- Lot Lines
- Preferred Docking Envelope

**Measures Recommended by RiverStone to Prevent and/or Reduce Impacts**

- 15m Wetland Setback
- 5m Wetland Setback

**Option 1**

Application updated to provide access to the retained parcel from a right-of-way though the severed parcel.

Orthorectified aerial photo - spring 2008

Scale	RS Project No.	Date Last Updated	By
1:1,000	2020-199	Jul 7, 2022	AS

0 10 20 Metres

**Figure X. Constraints.**  
 15 Poplar Lane, Municipality of Magnetawan  
 Prepared for: Sam Dunnatt

**Disclaimers:**

- the scale text on this figure (e.g., 1:1000) is based on a 11x17" print. If this figure has been printed on a different page size, then only the scale may be accurate.
- Figure should not be used in place of a professional survey



**Legend**

**Ontario Base Mapping (OBM)**

**Planning Boundaries**

Subject Property

**Man-made Features Existing at Time of Site Visit (June 08, 2021)**

Driveway

**Features with Recognized Natural Heritage Value - Identified by RiverStone**

Watercourse

Wetland

**Proposed Development and Site Alteration**

Lot Lines

Preferred Docking Envelope

**Measures Recommended by RiverStone to Prevent and/or Reduce Impacts**

15m Wetland Setback

5m Wetland Setback

**Option 2**

Application to provide access through retained lot via property line drive way, over wetland setback and EP.

Orthorectified aerial photo - spring 2008

Scale	RS Project No.	Date Last Updated	By
1:1,000	2020-199	Jul 7, 2022	AS

0 10 20 Metres

**RIVERSTONE**

**Figure X. Constraints.**  
15 Poplar Lane, Municipality of Magnetawan  
Prepared for: Sam Dunnett

**Disclaimers:**

- the scale text on this figure (e.g., 1:1000) is based on a 11x17" print. If this figure has been printed on a different page size, then only the scale bar is accurate.
- Figure should not be used in place of a professional survey

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**BY-LAW 2022 - 20**

**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:**

**SAMUEL DUNNETT AND MARIA DUNNETT - LEGALLY DESCRIBED AS CHAPMAN CON 2 PT LOT 26 RP42R12274 PARTS 9 TO 11 SUBJECT R-O-W, MUNICIPALITY OF MAGNETAWAN- MUNICIPALLY KNOWN AS - ROLL NUMBER 4944 010 0012 8600**

---

**AND WHEREAS**, an application for a Consent 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 Deputy 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 18th day of May, 2022

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

  
Deputy Mayor

  
CAO/Clerk

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**SITE PLAN AGREEMENT**

**THIS AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**BETWEEN: SAMUEL DUNNETT AND MARIA DUNNETT**

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

- and -

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

(hereinafter called the "MUNICIPALITY")  
OF THE SECOND PART

**WHEREAS** the lands that are the subject to this Agreement are the lands described in Schedule "A" attached hereto and as specifically shown on a Site Plan attached hereto as Schedule "B" and which lands are referred to herein as "said land";

**AND WHEREAS** the OWNER has obtained a provisional consent from the Central Almaguin Planning Board on November 17, 2021 under File B018/21, MAGNETAWAN;

**AND WHEREAS** one of the conditions of the approval of this consent is that the Owner enter into a Site Plan Agreement to protect existing shoreline vegetation and establish an appropriate building envelope;

**NOW THEREFORE THIS AGREEMENT WITNESSETH THAT** in consideration of the premises and for other good and valuable consideration (the receipt of which is hereby acknowledged), the parties hereto covenant and agree with one another as follows:

1. **SCOPE OF AGREEMENT**

1.1 **DESCRIPTION OF LANDS**

The land affected by this Agreement are the lands described in Schedule "A" attached hereto, and as specifically shown on Schedule "B" attached hereto and referred to herein as "said lands".

1.2 **CONFORMITY OF AGREEMENT**

The OWNER covenants and agrees that all new work performed on the subject lands shall be in conformity with:

- a) The provisions of this Agreement;
- b) The Site Plan attached as Schedule 'B';
- c) All applicable Municipal By-laws and all applicable Provincial and Federal legislation.

2. **REGISTRATION OF THE AGREEMENT**

2.1 The OWNER agrees that all documents required herein shall be submitted in a form suitable to the MUNICIPALITY and suitable for registration.

2.2 The Agreement shall be registered on title to the subject lands as provided for by Section 41(10) of the Planning Act, by the Municipality, at the expense of the OWNER.

- 2.3 The OWNER agrees to reimburse the MUNICIPALITY for all administrative and professional costs incurred in preparing, executing and registering this Agreement.
- 2.4 The OWNER agrees not to make any application or request to deregister this Agreement without the authorization in writing from the MUNICIPALITY.
- 2.5 All offers of Purchase and Sale shall contain a clause advising the potential purchaser of this Agreement

3. **ISSUANCE OF BUILDING PERMITS**

- 3.1 The OWNER agrees to not request the Chief Building Official to issue a building permit to carry out the development until the Agreement has been registered on title to the subject lands and a registered copy of same has been provided to the MUNICIPALITY.
- 3.2 It is agreed that if the OWNER fails to apply for a building permit or permits to implement this Agreement within two (2) years after registration, then the MUNICIPALITY, at its option, has the right to terminate the Agreement and require that a new Site Plan Agreement be submitted for approval and execution.

4. **DEVELOPMENT PROVISIONS**

- 4.1 The OWNER agrees to develop the subject lands in accordance with the Site Plan being Schedule "B" attached hereto, and agree that no work will be performed on the subject lands except in conformity with all provisions of this Agreement. Notwithstanding the general depiction of the proposed dwelling within the building envelope on the site plan, the specific location and size/dimensions of the dwelling as shown may be modified at the time of application for a building permit, subject to the performance standards set out in the Zoning By-law and the application of the remaining provisions of this section 4.
- 4.2 The OWNER agrees that external lighting facilities on the subject lands and buildings will be designed and constructed so as to avoid the illumination of adjacent properties and waterways and agrees to only use a level of illumination that is consistent with the natural beauty of the surrounding properties and waterbody. All lighting shall be dark sky compliant lighting.
- 4.3 The OWNER further agrees to provide and maintain appropriate construction mitigation measures during any construction activity to ensure that there are no adverse environmental impacts on the natural heritage features including any watercourse or waterbody.
- 4.4 The OWNER further agrees to implement the recommended measures contained in the Fish Habitat Assessment, including shoreline vegetation protection areas, establish the location of suitable building envelopes above the applicable flood elevation to the satisfaction of the Municipality and the North Bay Mattawa Conservation Authority, all as shown on Schedule "B", the site plan.
- 4.5 The OWNER further agrees that the lots are not eligible for additional lot creation.
- 4.6 The OWNER further agrees to provide for the grading of change in elevation or contour of the land and the disposal of storm, surface and waste water from the land and from any buildings or structures thereon as shown on Schedule "B" and will ensure that the natural drainage is not altered in any way that will cause damage to any adjacent lands, public highway or waterbody. The installation of storm water management works and the final grading of the subject lands, including any and all necessary ditching, culverts and construction mitigation measures will be provided by the OWNER.
- 4.7 For those buildings and/or structures that are permitted in the shoreline buffer and/or at the shoreline, minor deviations to the location shown on the Site Plan, Schedule "B" necessitated by the conditions, topography and structural orientation are permitted.

4.8 The OWNER agrees to ensure that the natural drainage is not altered in any way that will cause damage to the vegetative buffers, any adjacent lands, or any river, stream, waterbody or to any public road.

4.9 The OWNER agrees that all existing vegetation will be retained in a vegetation buffer to a distance of 20 metres from the normal or maintained high water mark except for a 2 metre wide path to the dock envelope in accordance with Schedule "B".

5. **OTHER REQUIREMENTS**

5.1 The OWNER agrees that nothing in this Agreement shall relieve him or her from complying with all other applicable agreements, by-laws, laws or regulations of the MUNICIPALITY or any other laws, regulations or policies established by any other level of government. Nothing in this Agreement shall prohibit the MUNICIPALITY or its Chief Building Official from instituting or pursuing prosecutions in respect of any violations of the said by-laws, laws or regulations.

6. **BINDING PARTIES, ALTERATION, AMENDMENT, EFFECT, PENALTY**

6.1 This Agreement may only be amended or varied by a written document executed by the parties hereto and registered against the title to the subject lands.

6.2 Following the completion of the works, the OWNER shall maintain to the satisfaction of the MUNICIPALITY, and at his or her sole expense, all the facilities or works described on Schedule "B".

6.3 This Agreement shall ensure to the benefit of and be binding upon the respective successors and assigns of each of the parties hereto.

6.4 The OWNER acknowledges that the Agreement is entered into under the provisions of Section 41(10) of the Planning Act, and that the expenses of the MUNICIPALITY arising out of the enforcement of this Agreement may, in addition to any other remedy the Municipality may have at law, be recovered as taxes under Section 427 of the Municipal Act, 2001, S.O. 2001, c.25 as amended.

6.5 The Agreement shall come into effect on the date of execution by the MUNICIPALITY.

6.6 Nothing in this Agreement shall relieve the OWNER from complying with all other applicable by-laws, laws or regulations of the MUNICIPALITY or any other laws, regulations or policies established by any other level of government. Nothing in this Agreement shall prohibit the MUNICIPALITY from instituting or pursuing prosecutions in respect of any violations of the said by-laws, laws or regulations.

6.7 The definitions of Municipality of Magnetawan Zoning By-law 2001-26, as amended, shall be used to define any terms used in this Agreement.

7. **CONDITIONS PRIOR TO EXECUTION OF AGREEMENT BY THE MUNICIPALITY**

7.1 Prior to the execution of this Agreement by the MUNICIPALITY, the OWNER shall:  
a) Taxes — have paid all municipal tax bills issued and outstanding on the said lands;  
b) Postponements to this Agreement — have delivered to the MUNICIPALITY all postponements of any prior encumbrances so that this Agreement will be first priority against the said lands;  
c) Land Ownership — be the registered owner in fee simple of the lands described in Schedule 'A'.

8. **NOTICE**

8.1 Any notice, required to be given pursuant to the terms hereto, shall be in writing and mailed or delivered to the other at the following addresses:

OWNER'S NAME AND ADDRESS:

MUNICIPALITY:

Kerstin Vroom, Clerk  
Municipality of Magnetawan  
P.O. Box 70  
Magnetawan, ON  
P0A 1P0

**THIS AGREEMENT** shall inure to the benefit of and be binding upon the OWNER and their respective heirs, executors, administrators, successors and assigns.

**IN WITNESS WHEREOF** the OWNER and the MUNICIPALITY have caused their corporate seals to be affixed over the signatures of their respective signing officers.

SIGNED, SEALED AND DELIVERED

In the presence of:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Samuel Dunnett

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Maria Dunnett

THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN

\_\_\_\_\_  
Deputy Mayor  
Tim Brunton

\_\_\_\_\_  
CAO/Clerk  
Kerstin Vroom

We have authority to bind the corporation



**SCHEDULE "A"**

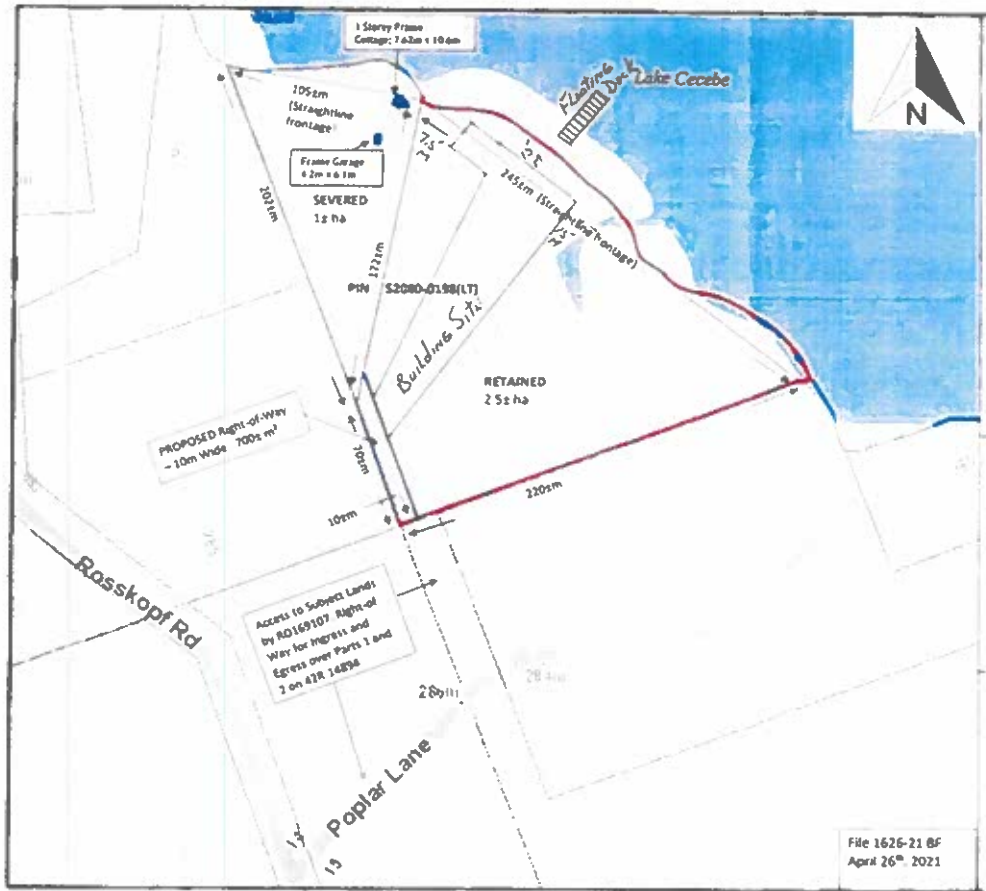
**LEGAL DESCRIPTION OF THE LANDS**

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P.I.N. 52080-0198(LT)	Part Of Lot 26, Concession 2, Geographic Township Of Chapman, now in the Municipality of Magnetawan.
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SCHEDULE "B"

SITE PLAN



The Site Plan signed by the Chief Administrative Officer/Clerk of the Municipality of Magnetawan on the \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_

\_\_\_\_\_  
Clerk



# RIVERSTONE

ENVIRONMENTAL SOLUTIONS INC.

November 17, 2021  
RS# 2020-199

**Sam Dunnett**  
Box 148  
Magnetawan, Ontario  
POA 1P0  
705 783 8567

*Via email: [sdunnett2@gmail.com](mailto:sdunnett2@gmail.com)*

**SUBJECT: Environmental Impact Study Summary, Lake Cecebe,  
Municipality of Magnetawan,**

Dear Mr. Dunnett:

RiverStone Environmental Solutions Inc. (hereafter “RiverStone”) is pleased to provide our summary of the Environmental Impact Study for your property located at 15 Poplar Lane, in the Municipality of Magnetawan on Lake Cecebe. Based on material that was forwarded to our office, it is our understanding that you are proposing to sever the subject property to create one (1) new lot with frontage on Lake Cecebe. Based on review of the Municipality of Magnetawan Official Plan (June 27, 2012), the Environmental Impact Study (EIS) was required to further the development application.

In order to understand the natural features and functions of the property, Jenn LeMesurier (ecologist/arborist) collected all of the available background information and visited the site on June 8, 2021, to review the property in its entirety and identify any natural features or functions. The results of the background review and site assessment confirmed that the property, and portions of the proposed severed lot, contains a creek with surrounding wetland, and shoreline fish habitat (**Photographs 1, 2 and 3**). All natural features were delineated using GPS and

The watercourse drains the property from south to north toward lake Cecebe and is accessible to fish moving from the lake. The watercourse has mostly organic substrates with considerable overhanging vegetation associated with the wetland feature. The wetland is composed of several communities including both black ash and speckled alder swamps. The wetland continues to the shoreline of the lake and fans across the shoreline to provide excellent fish habitat that continues across the frontage of a majority of Lake Cecebe.

The proposed development was reviewed in the context of the natural features and functions that were identified and delineated on site. In regard to the significance of the features, the watercourse is considered to be direct fish habitat as it connects to the lake without barriers. Both the watercourse and shoreline fish habitat noted on Schedule B of the Official Plan. The wetland is also a recognized feature on Schedule B of the Official Plan (Other Wetlands) but is not Provincially Significant.



**Photograph 1. Watercourse draining through the subject lands toward Lake Cecebe**



**Photograph 2. Wetland feature associated with the watercourse, located on the eastern portion of the property.**



**Photograph 3. Shoreline fish habitat associated with Lake Cecebe.**

Based on the significance of the features and the policies of the Official Plan and Province, these features are to be protected from development. It is our opinion that development of the single lot can be accommodated while protecting the features. In order to do so, several recommendations are provided to ensure the protection of the features and functions. These recommendations are as follows:

### **Water Quality and Fish Habitat**

To ensure that identified fish habitat is not negatively impacted by the proposed development and is in compliance with the *Fisheries Act*, RiverStone recommends the following measures:

- **Docking structures/boathouse can be located as shown on Figure 2, which minimizes impacts to fish habitat.**
- **During construction of docking structures/boathouses, any in-water habitat features, including aquatic vegetation, natural woody debris, and boulders be left in their current locations in the nearshore area. The dock should be constructed as a raised structure.**
- **Timing of construction for each dock/boathouse should be outside the spawning period for warmwater fish species (April 15 to July 15).**

To ensure that water quality and fish habitat are not negatively impacted by stormwater runoff during construction activities (e.g., land clearing and grubbing to support construction of the dwelling septic system, and driveway construction), RiverStone recommends the following measures:

- **When the native soil is exposed, sediment and erosion control works, in the form of heavy-duty sediment fencing, be positioned along the downgradient edge of any construction envelopes adjacent to the lake and rock barren.**
- **Storage of any construction material or debris will be located outside of the natural features or setbacks as identified on Figure 2. This material is to be contained by heavy-duty sediment fencing.**
- **Sediment fencing must be constructed of heavy material and solid posts to ensure its integrity and be properly installed (trenched in) to maintain its integrity during inclement weather events.**
- **All new septic systems will also be set back a minimum 30 m from the lake shoreline.**
- **Vegetation within the setbacks and buffers identified on Figure 2 will be maintained in their natural state with exception of a pathway to the lake shoreline and that permitted under the official plan or bylaws for shoreline activity.**

### **Endangered and Threatened Species**

Bat species at risk are associated with the forested communities, which cover a portion of the property. In order to protect potential habitat for Endangered and Threatened Bat species with the potential to be present on the subject property, RiverStone recommends the following measures that are provided to avoid harming, harassing or killing individuals during the maternal roosting period;

- **Tree clearing for the purposes of development on each proposed lot only occur in the fall, winter and early spring (from October 1 to May 1). This timeframe is outside of the SAR Bat active roosting period.**
- **In the event that tree clearing must occur between May 1 and October 1, a qualified professional may need to complete additional studies under technical guidance from the Ministry of Environment, Conservation and Parks (MECP), for the areas where tree clearing is proposed. This may include a combination of snag surveys, acoustic monitoring and exit surveys if snag trees are found within the clearing area.**

### • **Natural Features and Functions**

The proposed land use changes may result in the clearing of forest and vegetation will be removed or substantially modified within the development footprints and the immediately surrounding areas. Consequently, the ecological function of these areas will be negatively impacted. The following measures are recommended to reduce the effects of development on the property's natural features and functions:

- **Vegetation removal and disturbance outside of the development envelopes and driveways should be minimized.**
- **Tree removal should be completed outside of the primary breeding bird nesting window (tree removal to take place between August 1 and April 30). If development and site alteration is going to occur during this period, a nest survey should be conducted by a qualified avian**

**biologist prior to commencement of construction activities to identify and locate active nests of migratory bird species covered by the Act.**

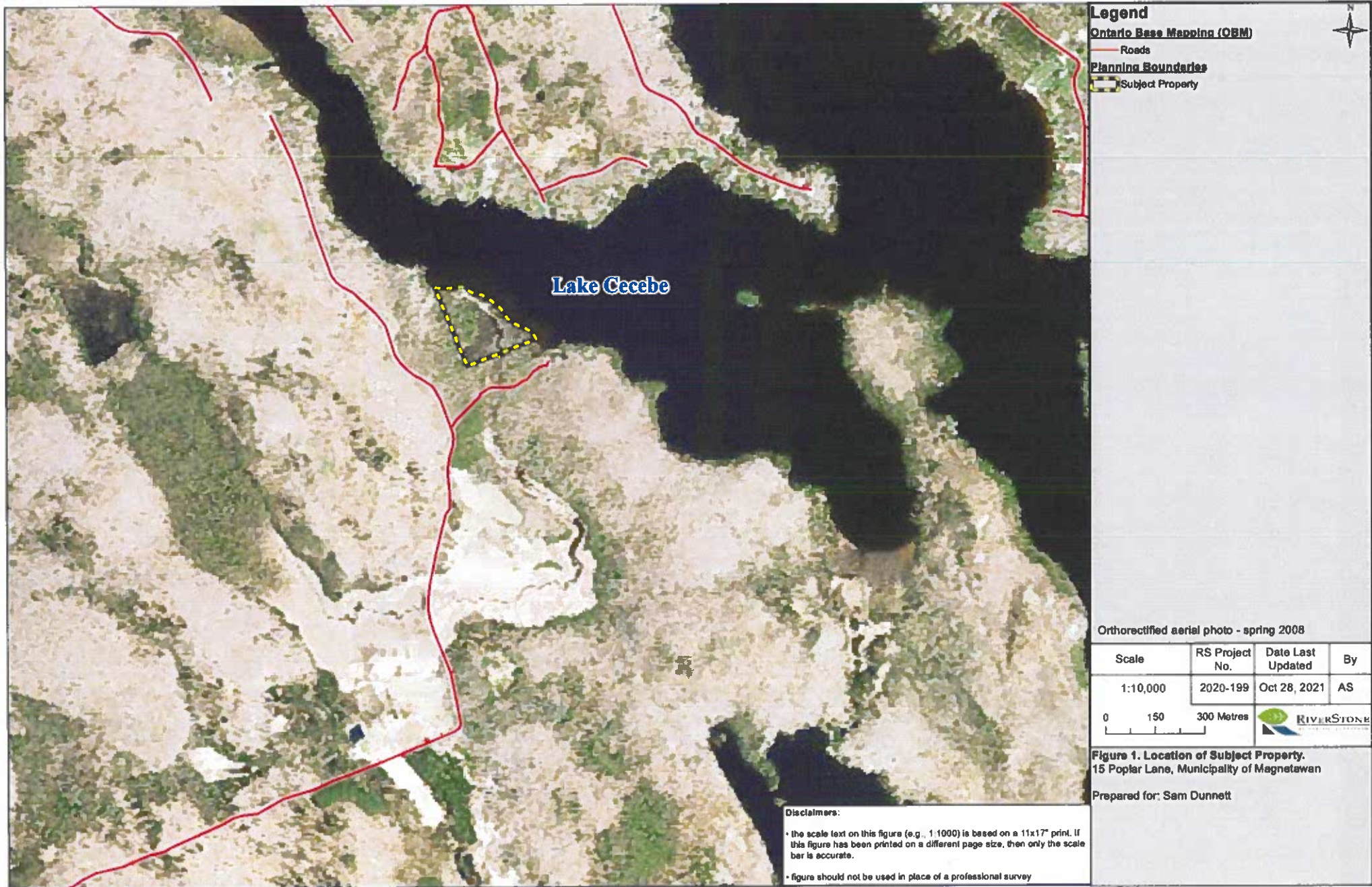
Based upon the findings presented in this report and contingent upon the implementation of the recommendations made herein, it is our conclusion that the activities permissible on the proposed lot will have a low likelihood of negatively impacting any significant natural heritage features and functions, and that negative impacts on the natural environment can be acceptably minimized. We advise that the recommendations in this report be incorporated into the development and site plan agreements for the lot. Finally, these conclusions are also dependent upon the recommended preventative measures being implemented through site plan control that is subsequently enforced with appropriate by-laws

Should you have any questions, please contact me at 705.645.9887 (office) or 705.641.1037 (cell).

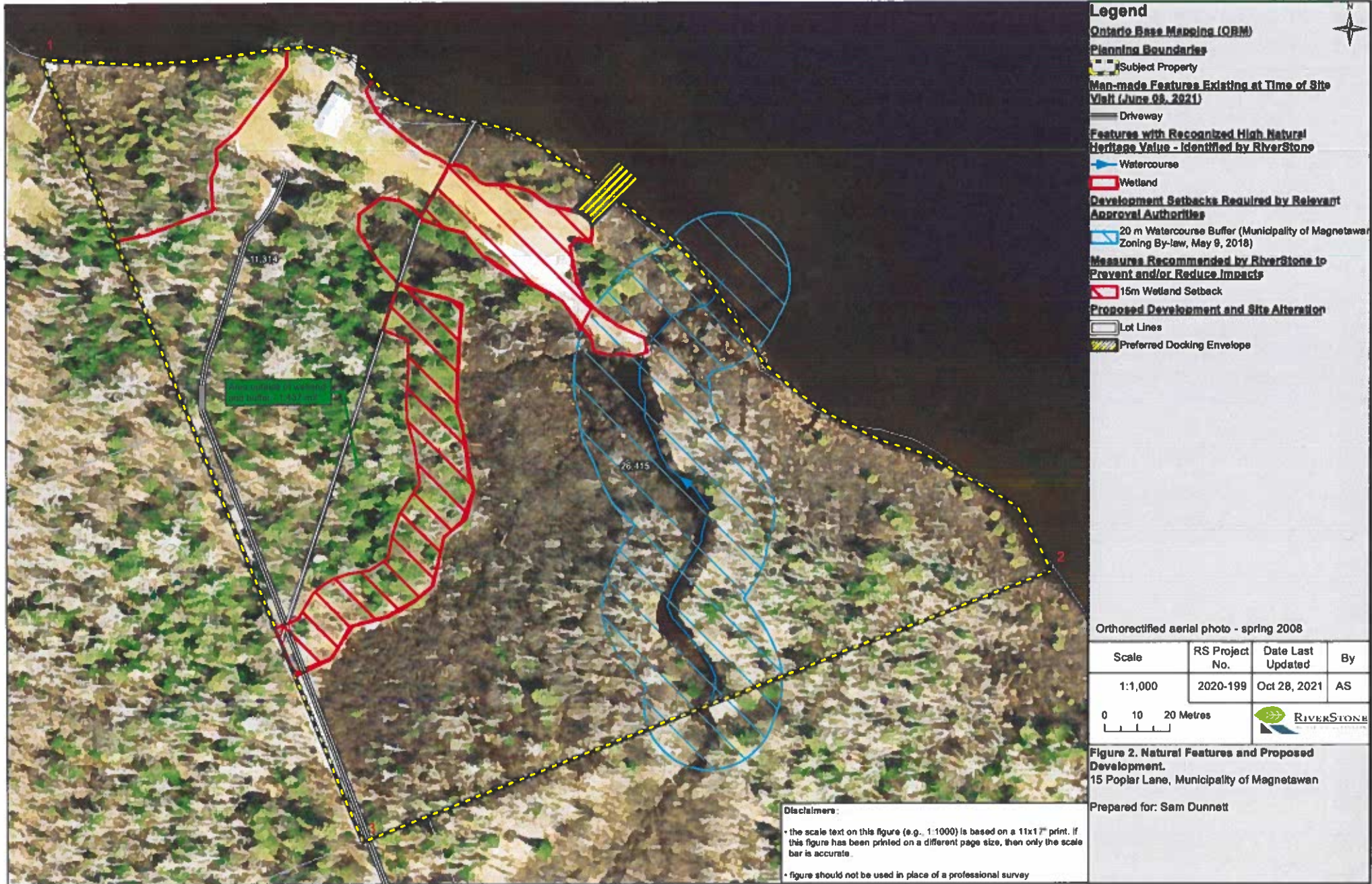
**RiverStone Environmental Solutions**



Al Shaw M.Sc.  
Senior Ecologist/Principal







## **4.5 WETLANDS**

There are two Provincially significant wetlands within the Municipality, the Distress River wetland and the Bear Lake wetland. These areas are to be protected and maintained in a natural state. While existing agricultural uses are permitted within Provincially significant wetlands, the preservation of existing vegetation and the maintenance of the natural drainage of these wetlands should be given priority when considering any uses. Peat extraction will not be permitted in Provincially significant wetlands. Development and site alteration will not be permitted in the Distress River Wetland or the Bear Lake Wetland or any wetlands that are determined to be provincially significant in the future.

The boundaries of wetland areas shall be determined in the field. Where development is proposed in or within 120 metres of any Provincially significant wetlands shown on Schedule B, the proponent shall submit an Environmental Impact Assessment Report. Council will permit site alteration or development in or within the 120 metre buffer area only where it has been demonstrated that there will be no negative impact on the ecological features and functions of the wetland.

Where studies support the identification of additional Provincially significant wetlands after this Plan is adopted, Schedule B will be modified to illustrate those wetlands without an amendment to this Plan.

Locally significant wetlands are shown as Locally Significant Wetlands on Schedule B. Wherever possible these areas should be left in their natural state. Where it can be demonstrated to the satisfaction of Council that there is no reasonable alternative for the logical development of lands other than to develop a portion of a locally significant wetland, the Municipality will impose site plan control to ensure that the appropriate mitigation measures are employed to minimize the impact on the wetland. No development or site alteration will be permitted in or within 120 metres of any areas identified as potential provincially significant wetlands until an evaluation is completed by a qualified wetland evaluator using the Ontario Wetland Evaluation System: Northern Manual to conform its significance, as well as to address any significant impacts through completion of an Environmental Impact Assessment.

## **4.6 DEER HABITAT**

The Ministry of Natural Resources has identified large portions of the Municipality as significant deer habitat area. These areas are generally shown on Schedule B. It is recognized that these areas may change over

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

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

**BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan approves the use of the OTN funding paid to the Almaguin Highlands Health Centre for equipment – for which additional funding was received, to be reallocated towards renovations of the OTN space.

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

Sam Dunnnett, Mayor

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

Recorded Vote

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

**From:** Kerstin Vroom <Clerk@magnetawan.com>  
**Sent:** July 29, 2022 10:57 AM  
**To:** Admin Assistant <AHHC@burksfalls.ca>  
**Cc:** Councillor Rod Ward <rward@armourtownship.ca>; Laura Brandt <lbrandt@magnetawan.com>  
**Subject:** RE: OTN funding

Hello Camille,  
We will put this on the August 17<sup>th</sup> Agenda for Council's consideration.  
Enjoy the long weekend!  
*Kerstin*

**From:** Admin Assistant <AHHC@burksfalls.ca>  
**Sent:** July 28, 2022 4:05 PM  
**To:** Kerstin Vroom <Clerk@magnetawan.com>  
**Cc:** Councillor Rod Ward <rward@armourtownship.ca>  
**Subject:** RE: OTN funding

Good afternoon Kerstin,  
Thank you for the email. The AHHC is seeking clarification around the payments that Magnetawan contributed towards OTN funding, that total being 1000.00 in 2018/19. For clarity they would like permission to use the funds towards a renovation of the OTN space and not towards the purchase of new OTN equipment which is no longer required as per Kevin MacLeod's remarks below.  
Thank you again for considering.



## Camille Barr

Administrative Assistant



705-382-3138 Ex. 224



[www.burksfalls.net](http://www.burksfalls.net)



[thevillageofburksfalls](https://www.instagram.com/thevillageofburksfalls)



[The Village of Burk's Falls](https://www.facebook.com/TheVillageofBurksFalls)

**From:** Kerstin Vroom <Clerk@magnetawan.com>  
**Sent:** July 27, 2022 4:23 PM  
**To:** Admin Assistant <AHHC@burksfalls.ca>  
**Cc:** Councillor Rod Ward <rward@armourtownship.ca>  
**Subject:** RE: OTN funding

Hello Camille!  
Can you please send me the request re: the redirection? We were advised in December 11, 2020 that no motion was supplied (see attached emails).  
I know that our Council passed the attached motions and was asking to hear what the funds would be used for before continuing funding.

Appreciate your help,

*Kerstin*

**From:** Admin Assistant <[AHHC@burksfalls.ca](mailto:AHHC@burksfalls.ca)>  
**Sent:** July 27, 2022 12:19 PM  
**To:** Kerstin Vroom <[Clerk@magnetawan.com](mailto:Clerk@magnetawan.com)>  
**Cc:** Councillor Rod Ward <[rward@armourtownship.ca](mailto:rward@armourtownship.ca)>  
**Subject:** re: OTN funding

Good afternoon Kerstin,

I am writing today on behalf of the Almaguin Highlands Health Council regarding the OTN funds that have been collected over the years for replacement of equipment.

In 2020 an ask was put out to contributing municipalities to consider a redirection of the funds collected for IT to be utilized for OTN renovation. Some municipalities resolved in support of this.

Kevin MacLeod, Executive Director of the Burk's Falls Family Health Team asks that the reserved funds are used to support OTN operational needs as a whole, not just for the replacement of equipment. In the event that additional funds are required to replace OTN equipment Kevin shared there are additional funding resources available to the BFFHT.

As you may know, the current space in which the OTN services are housed is very small. To support the services, mobility and social distancing, an expansion of the space is being undertaken.

The AHH Council asks that you reconsider and resolve to approve the redirection of these funds for OTN supports and service in general which would include renovation projects to meet clients needs.

Thank you for considering.



**Camille Barr**

Administrative Assistant



705-382-3138 Ex. 224



[www.burksfalls.net](http://www.burksfalls.net)



[thevillageofburksfalls](https://www.instagram.com/thevillageofburksfalls)



[The Village of Burk's Falls](https://www.facebook.com/TheVillageofBurksFalls)

**Laura Brandt**

---

**From:** Kerstin Vroom  
**Sent:** August 8, 2022 2:35 PM  
**To:** Laura Brandt  
**Subject:** FW: Magnetawan Fall Fair 2022

----- Forwarded message -----

**From:** Magnetawan Agricultural Society <[magnetawanfair@gmail.com](mailto:magnetawanfair@gmail.com)>  
**Date:** Mon., Aug. 8, 2022, 10:53 a.m.  
**Subject:** Magnetawan Fall Fair 2022  
**To:** Sam Dunnett <[sdunnett2@gmail.com](mailto:sdunnett2@gmail.com)>

Hello Sam Dunnett, Mayor of Magnetawan

The Magnetawan Agricultural Society would like to invite you and your counsel members to attend our Magnetawan Fall Fair on **Saturday, September 3rd, 2022** to participate in the Parade along with your participation at the Opening Ceremonies.

The Magnetawan Fall Fair Parade begins at approximately 11:30am in front of the Magnetawan Central Public School. Opening Ceremonies to follow at the Magnetawan Community Centre around 12:00pm.

Thank you for your support to our Agricultural Society and Community as a whole, and we hope to see you on Saturday, September 3rd, 2022. Please confirm your attendance via email at [magnetwanfair@gmail.com](mailto:magnetwanfair@gmail.com)

Sincerely,  
Lila Taylor  
Magnetawan Agricultural Society  
Fall Fair Committee



Municipality of Magnetawan  
4304 Hwy #520, Magnetawan  
Ontario , Canada P0A 1P0

Re: Take Charge – Lakeland EV Charging Station Network

Aug 4, 2022

To Mayor Dunnett, Council and Staff:

Thank you for supporting the Take Charge project. During previous conversations, the below site was chosen for consideration due to its central location and available infrastructure, along with the following charging stations:

4304 Hwy #520	2x Fast Charger (20-49 kW)
	1x Level 3 Fast Charger (100 kW+)

At this time, the ZEVIP funding agreement is with NRCan for execution. We expect to finalize the costs and determine the suitability of each location and chargers listed above over the next weeks, as prices continue to change due to supply chain issues and inflation.

A draft lease agreement is under review for legal input. Assumptions include:

- 12 year no cost lease for parking spots and charger location as above;
- Maintenance provided by Magnetawan, such as snowplowing and ground repair;
- A commitment to consider Electric Vehicles when next purchasing or leasing; and
- Enforcement of Bill 123, Reserved Parking for Electric Vehicle Charging Act, 2019.

At this time, we are asking for approval of the above location, and for staff to work with Lakeland to finalize the lease agreement and implement the project.

Thank you,

Vince Kulchycki,  
COO, Lakeland Holding.

#### History:

Lakeland applied for and received confirmation of funding that will support an Electric Vehicle (EV) charging network throughout Muskoka / Parry Sound.

ZEVIP (Zero Emission Vehicle Infrastructure Program) is a 5-year NRCan program ending in 2024 created to address the lack of charging and refueling stations in Canada, one of the key barriers to ZEV adoption, by increasing the availability of localized charging and hydrogen refueling opportunities where Canadians live, work, and play. NRCan's contribution through this Program will be limited to fifty percent (50%) of Total Project Costs.

The Lakeland Take Charge network provides universal Electric Vehicle Charging, tracks usage, markets and promotes EV charging availability and embraces the EV infrastructure era. By creating a network, it enables visitors to Muskoka /Parry Sound to utilize the same App and charging system.

## Laura Brandt

---

**From:** Kerstin Vroom  
**Sent:** August 8, 2022 1:52 PM  
**To:** Marjorie MacDonald  
**Cc:** Jennifer Montpetit; Laura Brandt; Erica Kellogg  
**Subject:** RE: EV Charger Network

Thanks Marjorie!

We will be putting this on the August 17 Council agenda for a support resolution.

Thanks!

Kerstin

**From:** Marjorie MacDonald <[mmacdonald@lakelandsolutions.com](mailto:mmacdonald@lakelandsolutions.com)>  
**Sent:** August 4, 2022 7:10 PM  
**To:** Kerstin Vroom <[Clerk@magnetawan.com](mailto:Clerk@magnetawan.com)>  
**Cc:** Jennifer Montpetit <[jmontpetit@lakelandholding.com](mailto:jmontpetit@lakelandholding.com)>  
**Subject:** RE: EV Charger Network

Kerstin,

I'm following up with you to provide a revised letter for your Council regarding the Take Charge network. Please let me know if you have any questions.

Thanks!

Marjorie.

**From:** Nicole Gourlay <[ngourlay@magnetawan.com](mailto:ngourlay@magnetawan.com)>  
**Sent:** July 11, 2022 11:37 AM  
**To:** Marjorie MacDonald <[mmacdonald@lakelandsolutions.com](mailto:mmacdonald@lakelandsolutions.com)>  
**Cc:** Jennifer Montpetit <[jmontpetit@lakelandholding.com](mailto:jmontpetit@lakelandholding.com)>; Kerstin Vroom <[Clerk@magnetawan.com](mailto:Clerk@magnetawan.com)>  
**Subject:** RE: EV Charger Network

---

### EXTERNAL Email Disclaimer

CAUTION: This email originated from outside the organization. Exercise caution when clicking on links or opening attachments even if you recognize the sender.

Hi Marjorie,

Thank you for reaching out and letting us know where this is at 😊

I have cc'd Kerstin Vroom, CAO/Clerk on this email as I am going on Maternity leave in 2 weeks and she will now be your point of contact moving forward!

Thanks so much and hope you have a great rest of your summer,



Nicole

---

**Nicole Gourlay | Deputy Clerk – Planning & Development**

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

Phone 705-387-3947 ext. 1011 | Fax 705-387-4875 | [ngourlay@magnetawan.com](mailto:ngourlay@magnetawan.com)

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

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



**Municipality of  
Magnetawan**

*This message (including attachments, if any) is intended to be confidential and solely for the addressee. If you received this e-mail in error, please delete it and advise me immediately. E-mail transmission cannot be guaranteed to be secure or error-free and the sender does not accept liability for errors or omissions.*

**From:** Marjorie MacDonald <[mmacdonald@lakelandsolutions.com](mailto:mmacdonald@lakelandsolutions.com)>

**Sent:** July 11, 2022 11:14 AM

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

**Cc:** Jennifer Montpetit <[jmontpetit@lakelandholding.com](mailto:jmontpetit@lakelandholding.com)>

**Subject:** EV Charger Network

Good Morning Nicole,

Just a quick note to update you on the EV Charger project. I have been working with Jen and will be your contact as we look to kick-off this exciting project!

Apologies for the delay - we are currently waiting on the final signatures from NRCan.

Anticipating that a signed Contribution Agreement is imminent, please let us know what your municipality needs to move this ahead.

Do you need to revisit locations prior to finalizing a lease agreement? Do you need us to present to Council? Or specific information for a report to Council?

Finalizing the ROI for each location will happen in the next week or so, as we work to adjust equipment and installation costs.

Thanks!

Marjorie

**Marjorie MacDonald**

Project Process Lead

[705-645-2670 Ext 540](tel:705-645-2670) | [705-394-4925](tel:705-394-4925)

[LakelandSolutions.com](http://LakelandSolutions.com)

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**BY-LAW NO. 2022 -**

**BEING A BY-LAW TO DELEGATE CERTAIN AUTHORITIES DURING A RESTRICTED AUTHORITY  
"LAME DUCK" COUNCIL PERIOD**

---

**WHEREAS** Section 275 of the *Municipal Act, S.O. 2001, Chapter M.25*, as amended, provides that where three quarters (3/4) of the members of the outgoing Council of the Municipality will not be returning, the following authorities of the Council will cease on Nomination Day (August 19, 2022):

- a) The appointment or removal from office of any officer of the Municipality.
- b) The hiring or dismissal of any employee of the Municipality.
- c) The disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal.
- d) Making any expenditure or incurring any other liability which exceeds \$50,000.

**AND WHEREAS** Section 23.1 of the Act states that Council is authorized to delegate certain powers and duties;

**AND WHEREAS** Section 5 of the Act provides that a Municipality's power shall be exercised by By-law;

**AND WHEREAS** the Council of the Corporation of the Municipality of Magnetawan deems it expedient and necessary to delegate certain authorities for the restricted authority "Lame Duck" period, if it applies between August 19, 2022, to November 14, 2022;

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

1. THAT the CAO/Clerk is hereby delegated authority as the financial signing authority for expenditures, outside the current approved budgets exceeding \$50,000.
2. THAT the CAO/Clerk is hereby delegated authority, including the authority to execute the agreement of purchase and sale, pertaining to the disposition of any real or personal property of the Municipality which has a value exceeding \$50,000 at the time of disposal.
3. THAT the CAO/Clerk is hereby delegated authority to repeal by-laws appointing Officers of the Municipality of Magnetawan which have ceased employment with the Corporation and for hiring and removal of any employee of the Corporation.
4. THAT in the extended absence of the CAO/Clerk, the CAO/Clerk may designate this authority to an officer of the Municipality.
5. Should delegated authority be exercised, the sitting Council shall be informed in writing of the delegation.

This By-law shall be in force and effect on August 19, 2022 only in the event that in one or both of the time periods Council, as determined by the CAO/Clerk, becomes "Lame Duck" and expires on the inauguration of the newly elected Council.

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto, this 17th day of August, 2022.

**THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO/Clerk

DRAFT

**ALMAGUIN COMMUNITY ECONOMIC DEVELOPMENT  
(ACED)**

**MINUTES  
July 18, 2022**

A regular meeting of the ACED Board was held at the Township of Armour Office and virtually on July 18, 2022 at 6:00 pm.

**Present:** Tim Bryson, Township of Joly, Chair  
Wendy Whitwell, Township of Armour  
Jodi Armit, AHCC Representative  
Margaret Ann MacPhail, Township of Perry  
Lyle Hall, Village of Sundridge  
Joseph Vella, Township of Ryerson  
John Wilson, Village of Burk's Falls  
Tim Brunton, Municipality of Magnetawan  
Brenda Scott, Village of South River  
Trista Porter, MNDMNRF  
Ron Begin, FedNor

**Regrets:** Kelly Elik, Township of Strong  
Jennifer Farquhar, AHCC Representative  
Peter McIsaac, Municipality of Powassan

**Staff:** Dave Gray, Director of Economic Development  
John Theriault, Township of Armour  
Courtney Metcalf, Economic Development Officer  
Ciara Ryan, Regional Brand Coordinator

**Call to Order**

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

**Minutes**

The minutes of the meeting of Monday, June 20, 2022, meeting were adopted as amended.

**Director of Economic Development (DED) Report**

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 business assistance, marketing, ACED website updates, social media activities, and communications.

2. Some of the updates in the report included:

- a) 2022 BR&E Survey – Outreach for the program has temporarily paused during peak tourism season. Staff are still promoting survey.
- b) AHCC Partnerships – Discussions have been held with the AHCC Board on how ACED can provide support with several upcoming initiatives. ACED is presently helping AHCC with the implementation of a Welcome Wagon program.
- c) Shop Local – Taste of Almaguin Bingo – 25 businesses are participating. Every restaurant business was given a chance to participate. Copies of the bingo cards were attached to the agenda package.
- d) Regional Recreation Support – The Participaction program led by the Village of Burk's Falls closed at the end of June. 141 users tracked their fitness. The Almaguin Region placed 18<sup>th</sup> provincially.
- e) AHSS Student Engagement – A final report on the 2022 longitudinal study and engagement efforts was attached to the agenda. Two students from AHSS are completing the Summer Company program with the Business Centre.
- f) Regional Brand Strategy Implementation – Staff are presently working on the directory and GPS coordinates for the website interactive map. The website is starting to come online with more information to be added. An RFP has been prepared to solicit photography and videography services.

### **Regional Brand Coordinator Position**

The Regional Brand Coordinator has resigned from her full-time duties effective July 22, 2022. She will remain in the position on a part-time basis to help with the implementation of the Regional Brand Strategy as the schedule of her new role allows.

### **Post 2023 ACED Department Outlook and Funding**

A revised Funding Projection Information Package was attached to the agenda. The update includes funding for two employees instead of three. So far, we have received support from 6 municipalities and the Chamber, while two municipalities will be withdrawing. ACED has received some correspondence from some businesses regarding the value of ACED.

The more municipalities we have supporting ACED, the more chance we will have of getting a second round of funding from FedNor. To help in this endeavor ACED staff and some members of the Board could go to each Council and educate the new members of the advantages of having ACED.

## Updates

### FedNor

Getting back in the community, looking at various projects, visiting some of the projects which have been done over the past two years. Does not want to give up on ACED, will work to help it continue.

### NOHFC

New name for their ministry, the Ministry of Northern Development. Can now travel and have meetings. Visit the community and is available for consultations, Programs have not changed after the election.

## Resolutions

1. 2022-019 – Moved by Wendy Whitwell; Seconded by Lyle Hall;  
Be it resolved that the Almaguin Community Economic Development Board approve the minutes of June 20, 2022, as amended. Carried

### Adjournment

2. 2022-020 – Moved by John Wilson;  
Be it resolved that the Almaguin Community Economic Development Board adjourn the July 18, 2022, ACED meeting at 7:18 p.m. Carried

The next meeting will be August 15, 2022, at 6:00 p.m. If this changes, members will be advised.



**Director of Economic Development (DoED) Report**  
 August 15, 2022 ACED Board Meeting

**Core Activity Tracking – (July)**

<b>Activity:</b>	<b>Interactions</b>	<b>Description</b>
<b>Business Assistance</b>		
Start Up Files	1	1 (BF)
Expansion Files	1	1 (Joly)
Developer Files	2	2 (Strong)
General Support	1	1 (Strong)
Business Visits	3	BR&E & Website Photos
Program Referrals	1	1 (NOHFC)
<b>Marketing</b>		
ACED Website Updates	N/A	The New Website has been launched
Social Media Posting	119	7 (ACED), 39 (Shop), 34 (Tourism)
Facebook Reach	135,010	1,066 (ACED), 14,639 (Shop), 176,162 (Tourism)
Facebook Likes	4,387	1,209 (ACED), 1,608 (Shop), 1,601(Tourism)
<b>Communications</b>		
Email Blasts	1	Explore Almaguin Website (475)
Organization Meetings	3	All Funder's, iRapid, AHCC planning,
Partnership Projects	1	Ghost Gravel
Support Opportunities	2	NEEC Rural Keystone Survey, Emsdale Airport Movie Night
Media Comment Requests	1	Interview regarding rural broadband

**Current Files & Projects (time of report update)**

**Project 1B – 2022 Business Retention & Expansion Survey**

Staff are beginning outreach efforts to schedule BR&E interviews in September. Several of the surveys lost in the original survey deletion have been completed by staff.

Currently, there are 44 completed surveys logged on Survey monkey that have been backed up with soft copies. Approximately 17 of the original participants have not yet re-taken the survey; however, staff will continue to follow up and encourage them to retake it when they have available time.

**Project 1D – AHCC Partnerships**

ACED Staff met with the Chamber of commerce to discuss the continuation of the business mixer events in September. ACED will be positioned to support the planning, promotion, and hosting of these events. The focus for the Fall events will be primarily networking with brief introduction presentations from support organizations. Both Marketing Mixer events were well attended by both new and existing businesses; future events will be targeted in multiple communities to encourage businesses throughout the region to get connected in to the regional network.

#### Project 4D – Shop Local: Taste of Almaguin Bingo

The Taste of Almaguin Bingo will continue until September 5<sup>th</sup> after the Labour Day weekend. Currently, 14 businesses out of 25 have been featured on the Shop in Almaguin Facebook page. Bingo cards are available at all participating businesses, South River Brew Co., and the South River, Sundridge, and Burk's Falls libraries. So far 4 businesses and the Burk's Falls Library have been given a restock of bingo cards due to lots of interest from customers. To date, one participant has claimed a prize and several others have communicated that they are getting close to completing a line.

#### Project 4A – Brand Strategy Implementation

##### *Explore Almaguin Website*

The new ExploreAlmaguin.ca website was launched on Friday, July 29<sup>th</sup> before the Civic Long weekend. The new website was emailed to each municipality with a request to include the link on all economic development pages that are featured on municipal websites, and to share it to municipal Facebook pages. The page was also shared to each of the Facebook pages managed by ACED (Shop in Almaguin, Almaguin Tourism, and ACED), with a boosted post on Almaguin Tourism to reach a wider audience.

All businesses were also sent an email to update them on the new website and the features that may benefit businesses, as well as their individual business profiles. To date there have been 26 businesses that have requested updates (or sent pictures or brief descriptions), 3 businesses that have requested to be added to the directory, and 3 event organizers that have submitted events to the page.

##### *Billboards*

The Regional Brand Coordinator (RBC) is currently working on design options for billboards. SignCraft has been contacted to ensure that the designs are sized appropriately. Once the draft designs are ready, they will be circulated to the board for comments and feedback prior to approval. The goal will be to have the signs finalized and sent to SignCraft by September 1<sup>st</sup> and have them installed by September 30<sup>th</sup>.

##### *Photography and Videography*

The Almaguin Videography and Photography Request for Proposals (RFP) is scheduled to close on August 12<sup>th</sup> at 4PM. The Director will have a verbal report for the Board regarding the proposal intake at the August meeting. The total contract is valued at \$30 000 and will run for one year to ensure that all four seasons are covered. A copy of the RFP has been attached to the agenda for reference purposes.

##### *Almaguin Marketing Partnership Program*

Staff are working to complete the Almaguin Marketing Partnership (AMP) Program guidelines, terms and conditions which will provide funds to regional stakeholders to incorporate the Almaguin Brand into new and existing marketing efforts. There is a total of \$40 000 available within the AMP program. A copy of the draft guidelines document has been included to provide a general sense of direction for the program; Board and staff feedback is being requested over the week of August 15<sup>th</sup>.



### Project 5A – RED Gala

The initial planning meeting took place at the Women's Own Resource Centre (WORC) on Monday, August 8. The ACED Team, WORC, and the AHCC are all a part of the planning board. Discussions around potential speaker, location, catering, décor, and potential budgets took place, and it was determined that a speaker should be booked first to help narrow down the date, location, and catering. Current funding partners include WORC, the AHCC, The Labour Market Group, NECO Community Futures, and ACED.

The Gala will be scheduled based on the availability of the keynote speaker; however, the general date range will be in the 4<sup>th</sup> week of November. The anticipated capacity for the event will be 125 – 150. As with previous events, a select number of seats will be reserved for municipal representatives (council and/or staff members).

### Regional Brand Coordinator Position

The Regional Brand Coordinator has been retained in a part time capacity. The RBC will primarily work remotely with the option of working in-office where her availability allows. Current projects include finalizing the billboards, supporting the planning process for the videography and photography project, and continued design and development of the regional website.

### Post 2023 ACED Planning

Letters and resolutions of support in principle for the blended budget projection from 7 municipal ACED Partners has been received. The AHCC's August meeting has been postponed until September, and staff will request that the consideration of support in principle be added to the agenda.

Staff are currently in the process of reviewing all active plans and studies with a goal of creating an overview of completed and outstanding action items that will aid in educating current and future council members regarding ACED's (and past economic development organizations) progress. Additionally, it will provide a sense of the work that is still to be completed and the overall direction that the organization is moving in.

The Director may have an opportunity to participate in regional council training which is being scheduled in late October / Early November. This will provide Staff (and Board Members) the opportunity to continue / begin building a relational foundation with councils. The RED Gala will provide an opportunity to further discuss the successes of ACED and its partners over the last two years, as well as reinforce the future direction. A more fulsome board information session will be planned in early 2023 that will be open to all council members throughout the region.



**RESOLUTION**

2022-21

Be it resolved that the Almaguin Community Economic Development Board approve the July 18<sup>th</sup>, 2022 ACED meeting minutes as: (please circle).

CIRCULATED

AMENDED

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

CARRIED:                      Yes /        No

Comments:



**RESOLUTION**

2022-22

Be it resolved that the Almaguin Community Economic Development Board adjourn the August 15<sup>th</sup>, 2022 ACED Meeting at \_\_\_\_\_ p.m.

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

CARRIED:                      Yes /                      No

Comments:



**RESOLUTION**

2021-\_\_

Be it resolved that the Almaguin Community Economic Development Board

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MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

CARRIED:                      Yes /        No

Comments:

The Municipal Corporation of the Township of Armour on behalf of



## Request for Proposals

### Almaguin Photo and Video Services Contract

**Issue Date:** Wednesday, July 20, 2022

**Closing Date:** Friday, August 12<sup>th</sup>, 2022, at 1:00PM

**Contact:** David Gray, Director of Economic Development  
Almaguin Community Economic Development  
P.O. Box 533, 56 Ontario St.  
Burks Falls, ON POA1C0  
T: 705-571-1564 F: 705-382-2068  
E: [director@explorealmaguin.ca](mailto:director@explorealmaguin.ca)

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## 1.0 Project Background

The Township of Armour, as the administrating municipality for Almaguin Community Economic Development (ACED) Department, is seeking a qualified Media Service Vendor (the Vendor) to produce photo and video content to be used for promoting the Almaguin Region.

In 2021, ACED began executing the Almaguin Regional Brand Strategy (the Strategy) with a broad focus on collaboratively positioning the Almaguin Region as an attractive destination for tourism, business investment, and resident quality of life. Almaguin, as indicated in the map below, is a rural region along the Highway 11 corridor that is punctuated with unique villages, beautiful freshwater lakes, and untouched wilderness. One major challenge that the region has faced is that it lacks a centralized force to drive regional promotional efforts outside its borders. Through the Strategy implementation, ACED and its partners aim to work together to tell Almaguin's stories and communicate the value and opportunities that exist here.

To support the implementation and ongoing promotional efforts, ACED is seeking produce a series of modern and engaging digital imagery and videos that shine a spotlight on our region and generate intrigue and interest. All content will be guided by principles set out in [the Strategy](#) and [the Almaguin Brand Book](#).

**Timeline:** The project is expected to occur over approximately 12 months to allow for 4-season content.

### 1.1 Project Area

The map below represents the Almaguin Region. All photos and videos produced must be shot within the region and its communities.



## 2.0 Project Goals

There are several main goals that ACED is looking to achieve within this project, which are:

1. To create informational / instructional videos that encourage regional partners to incorporate the Almaguin Brand in their marketing efforts.
2. To create a series of videos that highlight tourism, investment, and quality of life elements throughout the region.
3. To capture the nature of our region through high quality photography that will populate and fill gaps within our growing photography database ([which can be viewed here](#))

## 3.0 Scope of Work

The following scope of work lists specific recommendations outlined in the Strategy. Through consultations with the successful Vendor, the ACED team and its partners will work together to develop timelines and other considerations to ensure that the project goals are met. The ACED Team will support the planning process by recommending locations, features, events, and other elements to capture as well as coordinate local partners where required.

The specific items listed below outline an estimate of the services expected to be performed. Final deliverables will be agreed upon based on the contents of the accepted proposal. The Vendor will have the creative freedom to use their own creative vision; however, A blend of filming styles that includes dynamic motion, fixed interview, drone footage, etc. is preferred. All final products are expected to be ready to use with the appropriate brand elements in place. ACED also requests access to the raw video footage and photos (a storage device will be provided).

- 3.1 Create a short, engaging video that captures the importance of regional branding and the basics of implementing the brand through their marketing efforts.
  - Estimated length: ~3-5min, informational format.
- 3.2 Work collaboratively with regional partners to develop a series of promotional videos featuring residents, business owners, and organizations that showcase the region.
  - Minimum of 3 sets of videos to capture tourism, business, and lifestyle.
    - 1-2min videos with 20-30 second mini-cuts.
- 3.3 Create videos and imagery that can be used for social media campaigns, website, and blog content that:
  - Highlight the benefits of living in Almaguin and rural Northern Ontario.
  - Showcase real success stories and experiences of business owners and entrepreneurs.
  - Promote regional destination drivers, tourism assets, and events.
    - Minimum of 10 10-30 second videos to be determined during contract.
- 3.4 Enhance the inventory of images, video, and content to showcase regional tourism and lifestyle assets, natural landscapes, desirable attributes and unique characteristics.
  - No set amount or limit. Based on costing and Vendor capabilities.



#### 4.0 Project Budget

The maximum budget for this project is \$30 000 (including HST).

#### 5.0 Project Partners

This project has been made possible with funding support from FedNor and the Ontario Ministry of Agriculture, Food, and Rural Affairs.

### 6.0 INFORMATION AND INSTRUCTIONS

#### 6.1 Definitions

Each company submitting a Proposal will be referred to as a Vendor.

#### 6.2 Closing Date and Time

Proposals must be received by the Director of Economic Development before 1:00PM local time on August 12<sup>th</sup>, 2022.

The Township of Armour will not accept submission of any Proposals after the closing date and time.

#### 6.3 Proposal Submission

Vendors will be required to submit their Proposals and relevant professional overviews / portfolios electronically via email to [director@explorealmaguin.ca](mailto:director@explorealmaguin.ca). Please include "Almaguin Photo and Video Services Contract" in the file title and email heading. To ensure an open and fair process, **PROPOSALS WILL ONLY BE ACCEPTED on the closing date of August 12<sup>th</sup>, 2022.**

Proposals received via email before August 12<sup>th</sup>, 2022, will not be opened and will be deleted immediately. Proposals that reach the Township of Armour after the closing date and/or time will not be accepted.

#### 6.4 Proposal Contents

Proposals must include the following components, each in appropriate detail:

- An overview of the business/company submitting the proposal, along with an overview of any other firms/subcontractors assisting the primary Vendor. The overview must include relevant areas of expertise, technologies / processes provided, and team description.
- Relevant samples of similar work within their portfolio, including links to completed work (YouTube, web, etc.).
- An indication of the Vendor's understanding of project scope and requirements, including how each of the specific requirements will be performed.
- An itemized breakdown of all service-related costs including flat rates and/or hourly rates. Additionally, each Vendor should include an overview of services that can be provided based on the project budget noted in section 4.
- Vendors may include any additional information regarding their firm and/or services that may prove beneficial to the evaluation of the proposal. These would be provided in the form of appendices.

### **6.5 Pricing and Additional Work**

Per item 6.4, each Vendor must provide an itemized list of services that they provide. Pricing must be inclusive of any travel related costs associated with performing the services. If additional requirements are requested by the Township of Armour beyond the original scope of work described in this RFP, the cost of these services would be negotiated between the Township of Armour and the company that has been selected to perform the work. Any additional work will only be undertaken based on a request in writing from the Township of Armour.

### **6.6 Invoicing**

Invoices should clearly state the work performed. It should be noted that the Township of Armour's standard terms of payment are net thirty (30) calendar days from the date of the invoice.

### **6.7 Changes to the Proposal**

Vendors may not make modifications to their proposals after the submission date except as may be allowed by the Township of Armour.

### **6.8 Township's Internal Use of the Proposal**

The Township of Armour may reproduce the Vendor's proposal and any supporting documentation for internal use.

### **6.9 Errors and Omissions**

The Township of Armour will not be held liable for any errors or omissions in any part of this RFP. While the Township of Armour has used considerable efforts to ensure an accurate representation of information in this RFP, the information contained herein is supplied solely as a guideline for responding Vendors. The information is not guaranteed or warranted to be accurate by the Township of Armour, nor is it necessarily comprehensive or exhaustive. Nothing in the RFP is intended to relieve Vendors from forming their own opinions and conclusions with respect to the matters addressed in the RFP.

Should a Vendor find omissions from or discrepancies in any of the proposal documents or should the Vendor be in doubt as to the meaning of any part of such documents, the Vendor should notify the Director without delay. If the Township of Armour consider that a correction, explanation, or interpretation is necessary or desirable, an addendum will be issued and posted on the Township of Armour's website.

No oral explanation or interpretation will modify any of the requirements or provisions of the proposal documents.

### **6.10 Addenda**

If required, addenda will be posted on the Township of Armour website.

<https://www.armourtownship.ca/rfp-tender-notices>.

It is the Vendor's responsibility to ensure all addenda have been read and noted.

### **6.11 Vendor Expense**

Any expenses incurred by the Vendor in the preparation of the proposal submission are entirely the responsibility of the Vendor and will not be charged to the Township of Armour.

### **6.12 Acceptance or Rejection of Proposal**

The Township of Armour reserves the right to reject any or all proposals and to waive formalities as the interests of the Township of Armour may require without stating reasons.

Notwithstanding and without restricting the generality of the statement immediately above, the Township of Armour will not be required to award and accept a proposal:

- When only one (1) proposal has been received because of the current proposal.
- Based on price (IE: the lowest price).
- Where the lowest quotation by a Vendor substantially exceeds the estimated cost of the project.
- When all Proposals received fail to comply with the specifications or proposal terms and conditions.
- Where a change in the scope of work or specifications is required.
- Where the proposal documents do not state a definite work schedule and a submitted proposal is based on an unreasonable work schedule.

The Township of Armour will not be responsible for any liabilities, costs, expenses, loss or damage incurred, sustained or suffered by any Vendor by reason of the acceptance or the non-acceptance by the Township of Armour of any proposal or by reason of any delay in the acceptance of a proposal except as provided in the proposal document.

### **6.13 Proposal Award Procedures**

The Director of Economic Development will notify the successful Vendor of the award within one week of the August 23<sup>rd</sup>, 2022, Armour Township Council Meeting unless otherwise communicated.

Notice of acceptance of the proposal will be by telephone and written notice. Immediately after acceptance of the proposal by the Township of Armour, the successful Vendor will provide the Township of Armour with any required documents within fourteen (14) calendar days of the date of notification of award.

### **6.14 Responsibility for Damages**

The successful Vendor will indemnify and save harmless the Township of Armour against all claims, demands, loss, cost, damages, actions, suits, or other proceedings by whomsoever made, brought, or executed by, or attributed to any such damages, injury, or infringement because of activities under this proposal.

### **6.15 Protection of Work and Property**

The successful Vendor will provide continuous and adequate protection of all work from damage and will protect the Township of Armour 's property from injury or damage arising from or in connection with this work. The successful Vendor will make good any such damage or injury.

### **6.16 Character and Employment of Workers**

The successful Vendor will employ only orderly, competent, and skillful employees to ensure that the services are carried out in a respectable manner.

If any person employed by the successful Vendor in connection with the service arising out of this proposal gives, in the opinion of the Township of Armour, just cause for complaint, the Vendor upon notification by the Township of Armour in writing will not permit such person to continue in any future services throughout the completion of the project.

#### **6.17 Regulation, Compliance and Legislation**

The successful Vendor will ensure all services and products provided in respect to this proposal are in accordance with, and under authorization of all applicable authorities, municipal, provincial and/or federal legislation.

#### **6.18 Cancellation**

The Township of Armour reserves the right to immediately terminate the contract for sufficient cause, including but not limited to such items as non-performance, late deliveries, inferior quality, pricing problems, etc.

If the Vendor should neglect to execute the work properly or fail to perform any provision of this award, the Township of Armour, after three (3) days, written notice to the Vendor, may, without prejudice to any other remedy in existence, make good such deficiencies and may deduct the cost thereof from any payment then and thereafter due to the Vendor. Continued failure of the Vendor to execute the work properly will result in termination of the contract. The Township of Armour will provide written notice of termination.

The Township of Armour may elect to terminate the contract if the original terms and conditions are significantly changed, giving thirty (30) days written notice to the Vendor. Either party may terminate the contract by giving the other party sixty (60) days written notice, giving reasons acceptable to the other and subject to approval from both parties involved in the contract.

Failure to maintain the required documentation during the term of this contract may result in suspension of the work activities and/or cancellation of the contract.

#### **6.19 Freedom of Information**

Any personal information required on the proposal form is received under the authority of the Township of Armour. This information will be an integral component of the quote submission. All written proposals received by the Township of Armour become a public record; once a proposal is accepted by the Township of Armour and a contract is signed, all information contained in it is available to the public including personal information.

#### **6.20 Insurance**

The successful Vendor will, throughout the term of the contract, obtain and maintain in force a General Liability Insurance of not less than \$2,000,000 (per occurrence) inclusive, to indemnify and hold harmless the Township of Armour against any liability for property damage or personal injury, including death which may arise from the Vendor's operations under this contract; and/or the successful Vendor will be required to provide Professional Liability Insurance coverage in the amount of not less than \$2,000,000.00 per occurrence.

#### **6.21 Workplace Safety and Insurance Board**

Where applicable, the successful respondent will be required to submit to the Township a valid

WSIB Clearance Certificate stating that all assessments the proponent is liable for under the Workplace Safety and Insurance Act have been paid. A WSIB Clearance Certificate shall be provided upon awarding of the contract and prior to commencement of the project.

### 6.22 Confidentiality Understanding

The successful Vendor and its employees may have access to information confidential to the Township of Armour.

This information may include, but is not limited to the terms of this agreement, business methods and systems, contractual terms, pricing, personal information, etc.

Subject to disclosure by force of law, the successful Vendor agrees that it and its employees who have access to this information will neither during the term of the agreement or at any time thereafter reveal to any third party any of this confidential information; or use in any way, whether on the successful Vendor's behalf or on behalf of any third party, any such information. The obligations of this section survive the expiration or termination of this agreement indefinitely.

### 6.23 Ownership

The information, assets, digital content, etc. that are a product of this award by the successful Vendor, including any relevant supporting documentation will become the exclusive property of the Township of Armour. However, intellectual property, such as specific tools, templates, processes, etc. that the Vendor has provided as part of the deliverables for this project, remains the property of the Vendor and the Vendor is free to use any of such material in other contexts and with future clients.

## 7.0 Proposal Review and Evaluation

To ensure fair evaluation of all proposals, The Township of Armour will implement the following evaluation expectations and criteria:

<u>Understanding of Project</u>	25 points
<ul style="list-style-type: none"><li>Demonstration that the needs of the RFP are understood and will be met; any features or advantages uniquely proposed by the Proponent which have not been identified in the Project Requirements</li></ul>	
<u>Methodology and Services Overview</u>	40 points
<ul style="list-style-type: none"><li>Demonstration that the Vendor can meet the needs of the project. Proposal submission includes a breakdown of processes, technologies, certifications, and other considerations that would be taken to meet the project goals.</li></ul>	
<u>Breakdown of Costs</u>	20 points
<ul style="list-style-type: none"><li>Breakdown of costs is itemized, reasonable and can be performed within budget.</li></ul>	
<u>Experience with Similar Work</u>	15 Points
<ul style="list-style-type: none"><li>Demonstration that the proponent has valid experience with similar projects including: working with municipalities, rural branding, marketing and promoting regional destinations, etc.</li></ul>	
<b>Maximum Points Available</b>	<b>100 points</b>



# Almaguin Marketing Partnership Program

## **Guidelines, Terms, and Conditions**

### 1.0 Program Guidelines

#### 1.1 Program Overview

The Almaguin Marketing Partnership Program (AMP) is a promotional partnership program that supports joint efforts between Almaguin Community Economic Development (ACED) and eligible partners that promote tourism, lifestyle, and investment opportunities and initiatives within the Almaguin Region. The AMP fund will enable municipalities and other eligible partners to enhance their individual promotional efforts, marketing asset development, and campaign creation while creating regional unity through incorporating the Almaguin Brand.

The program will be administered by the Director of Economic Development (hereinafter referred to as the Administrator) on behalf of ACED and its partners. The AMP Program will be made accessible through the submission of the AMP Program application (See Appendix A), which will be received on a continual intake basis until August 31, 2023, or until the funds are exhausted.

**Total AMP Program Funds:** \$40 000  
**Program Timeline:** September 1, 2022, to August 31, 2023

#### 1.2 Funding Details

AMP Partnership Funds will be provided up to \$2500 per partnership project at a maximum contribution rate of 75% of eligible project expenses. Exceptions to these limits may be reviewed on a case-by-case basis with the program administrator.

**Stacking:** AMP Funds may be combined with other regional, provincial, or federal funds where the project costs align with the AMP Eligibility criteria. Ex. R.T.O marketing partnerships or others pending approval from the Administrator.

#### 1.3 Eligible Partners

The AMP Program is available to eligible partners whose physical address is located within Almaguin (further defined as the East Parry Sound District). Additionally, not-for-profit organizations and support agencies that provide services to clients and organizations in Almaguin are considered eligible AMP Partners. Eligible AMP Program partners include:

- Municipalities
- Not-for-profit organizations operating within Almaguin
- Support agencies providing services to Almaguin
- Almaguin Brand Ambassador businesses (See 2.7)





## 1.4 Eligible Project Activities

The following are a list of activities that would be eligible for AMP support:

- Design fees associated with signage projects (manufacturing costs excluded).
- Development of print publications such as community profiles, investment attraction literature, tourism publications, etc.
- Creation of digital assets such as videos and photography.
- Creation of digital content such as blogs or articles.
- Municipal website enhancement (to support the integration of regional resources, tools, imagery, and logos).
- Social media campaigns intended for regional, provincial, and/or federal audiences.

## 1.5 Ineligible Project Activities

The following activities are ineligible for AMP Support:

- Manufacturing costs associated with signage projects.
- Development or distribution of branded promotional products / giveaway items.
- Wages or internal costs incurred by the AMP Program recipient, or their staff, for any project activities.

## 2.0 Terms and Conditions

### 2.1 General AMP Conditions

- 2.1.1 All approved projects must incorporate the Almaguin brand in a way that conforms to the brand use guidelines set out in the Almaguin Brand Book.
- 2.1.2 The Administrator and/or the Regional Brand Coordinator (RBC) shall have the final approval on the use and placement of Almaguin brand elements on all approved projects.
- 2.1.3 Logos from AMP Project Partners (FedNor and the Ontario Ministry of Agriculture, Food, and Rural Affairs) must be included on approved projects. The Administrator and/or the RBC will provide direction on the placement and inclusion of these logos.
- 2.1.4 AMP Program Recipients are required to procure third party services (such as videography, photography, design, copywriting, etc.) in an ethical and transparent manner from a qualified service provider(s). Recipients are not permitted to procure services from direct family members, friends or any other party that would result in a perceived or actual pecuniary conflict of interest.
- 2.1.5 The AMP Application must be approved prior to incurring project/activity related costs. Any costs incurred prior to the notice of approval will not be eligible for reimbursement.





## 2.2 Funding Administration

The Township of Armour (Armour), as the administrating municipality for ACED, will serve as the administrator for all financial matters associated with the delivery of the AMP Program Funds. All claims will be subject to review and approval by the Administrator.

## 2.3 Disbursement

Funding for approved projects will be made on a reimbursement basis upon receiving proof of payment for eligible project activities (see section 1.4). In certain cases, such as broader partnership projects, funds may be disbursed in advance pending receipt of an invoice resulting from an executed partnership agreement. Claims will be paid within 30 days from their approval either by mailed cheque or via EFT (where an EFT Form has been completed).

Where a partnership agreement has been established with a recognized not-for-profit supportive agency, such as a Regional Tourism Organization or Destination Marketing Organization, AMP funds may be issued to the lead partner in advance at the discretion of the Administrator.

## 2.4 Termination

The Administrator reserves the right to terminate any project or activity that:

- in any way negatively impacts the promotion, image, or reputation of the Almaguin Region.
- Fails to comply, either in whole or in part, with any clause listed in this agreement.

The Recipient may choose to terminate their participation in the AMP Program provided that written notice is issued to the Administrator.

Termination by the Administrator or the Recipient will result in the immediate discontinuation of partnership funds or outstanding reimbursements (excluding reimbursements that have been approved or processed).

## 2.5 Photo Release / Consent

It is the responsibility of the Recipient to ensure that photo release / consent forms are completed and retained for all subjects, models, or other persons captured in photography or videography projects. Copies of this completed consent forms may be required by ACED staff. See appendix B for a sample release form.

## 2.6 Ownership of Digital Assets

For projects that result in the creation of digital content, the content produced belongs to the AMP Recipient. ACED reserve the right to obtain and keep copies of assets that could hold value for future departmental uses. The table below illustrates several (but not all) cases where assets may be held:

Asset Type	Possible Use
Photos	May be kept and included in the regional Flickr photography stock database
Videos	Raw / unedited footage may be kept for use in future promotional videos, promotional campaigns, etc.
Blog posts / Articles	Copies may be kept for archive purposes, or for future edits, updates and collaborative re-releases where the owner approves.







## 2.7 Brand Ambassadors Businesses

Businesses who have registered to be brand ambassador are eligible to participate in the AMP Program. To learn more about becoming an Almaguin Ambassador, please contact an ACED Staff member.

## 2.8 Responsibility for Damages

The Recipient will indemnify and save harmless the Township of Armour against all claims, demands, loss, cost, damages, actions, suits, or other proceedings by whomsoever made, brought, or executed by, or attributed to any such damages, injury, or infringement because of activities under this program.

## 2.9 Regulation, Compliance and Legislation

The Recipient will ensure all services and products provided in respect to this proposal are in accordance with, and under authorization of all applicable authorities, municipal, provincial and/or federal legislation.

DRAFT



## Appendix A - Almaguin Marketing Partnership Application

<b>Section 1: Applicant Information</b>			
Name:		Application Date:	
Email:		Amount Requested:	\$
Phone:			
Address:			
<b>Section 2: Project Details (Please attach any other relevant information to application)</b>			
<b>Section 3: Agreement Terms</b>			
<p>By entering this agreement with the Township of Armour, the Applicant confirms that all information provided in the application is accurate and complete. Funds awarded to successful applicants will be provided on a reimbursement basis.</p> <p>Applicants are required to meet the terms identified above. Should the Applicant not be able to meet these terms for any reason, they are required to communicate any identified barriers to ACED. Should the project be unable to be completed as outlined in Section 2: Project Details, the Applicant may be required to remit any unused portions of the funding to The Township of Armour.</p>			
<b>Applicant Name:</b>		<b>Date (DD/MM/YY):</b>	
<b>Applicant Signature:</b>	_____		
<b>Internal Use Only</b>			
Project Approved by:		Dave Gray, Director of Economic Development Almaguin Community Economic Development	
<b>Agreement Start Date:</b>			
Funds Approved	\$		



**Appendix B - Sample Photography and videography Release Form**

*Please note that this sample may not capture all liability concerns pertaining to the collection of content that includes individuals, personal property or other sensitive information. Additional information may need to be collected based on the nature of the content.*

I, \_\_\_\_\_, hereby grant permission to Almaguin Community Economic Development, and public sector partners, the rights of my image(s), in video or still, and of the likeness and sound of my voice as recorded on audio or video tape without payment or any other consideration. I understand that my image(s) may be edited, copied, exhibited, published, or distributed and waive the right to inspect or approve the finished product wherein my likeness appears. Additionally, I waive any right to royalties or other compensation arising or related to the use of my image or recording. I also understand that this material may be used in diverse settings within an unrestricted geographic area.

Photographic, audio or video recordings may be used for public sector marketing purposes which may include but is not limited to: Presentations, Courses, Online/Internet Videos, Media, News (Press). By signing this release, I understand this permission signifies that photographic or video recordings of me may be electronically displayed via the Internet or in the public educational setting.

There is no time limit on the validity of this release nor is there any geographic limitation on where these materials may be distributed. I acknowledge that I will not be consulted prior to the use of the images on a per-use basis.

By signing this release, I acknowledge that I have completely read and fully understand the above release and agree to be bound thereby. I hereby release all claims against any person or organization utilizing this material for regional promotional purposes.

<b>PHOTO / VIDEO Participant Information</b>		
Full Name:		
Address:		
Street:	City:	Postal Code:
Email Address:		
Signature:		Date:
_____		_____
If this release is obtained from a presenter, or includes persons, under the age of 19, then the signature of that presenter's parent or legal guardian is also required.		
Parent / Guardian Name*	Print	Signature:
_____	_____	_____

*\* I certify that I am the parent or legal guardian of the individual noted above.*





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

**Minutes:** Special Meeting- July 19, 2022, 9:00 am via Zoom

**Present:** Rod Ward (Chair), Carol Ballantyne, Brad Kneller, Joe Vella, Dennis Banka, Cathy Still, Brad Kneller, Camille Barr (Secretary)

**Guests:** Kevin MacLeod (BFFHT), Nicky Kunkel (Village of Burk's Falls)

**Regrets:** Tom Bryson, Marianne Stickland (Vice Chair), Norm Hofstetter, Barbara Belrose

Called to order at 9:00 am by Chair R. Ward

1. **DECLARATION OF PECUNIARY OF INTEREST:** None.
2. **DELEGATIONS:** Kevin MacLeod- Executive Director, Burk's Falls Family Health Team
3. **RESOLUTIONS PASSED:**  
2022-17 Moved by Joe Vella - Seconded by Carol Ballantyne

**THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council received an overview of the OTN renovation plans from the BFFHT Executive Director and approves the cost of the renovation up to \$15,000.00. Carried.

#### 4. **ITEMS FOR DISCUSSION**

##### 1) **OTN Renovation Review**

K. MacLeod provided Council with the rationale for the OTN renovation including an overview of the current and new space design. The overall purpose of this renovation project is to expand the space supporting mobility needs, promoting social distancing, and for overall functionality to provide service.

K. MacLeod asked that the Council approve the renovation plans utilizing the reserves that have been collected over the years for OTN to cover the expense. K. MacLeod does not have a cost yet for this project.

Secretary C. Barr noted that only 5 resolutions were found on file demonstrating that Councils were in support of using the OTN funds for OTN needs vs. OTN IT. 12

municipalities have contributed over the years with \$29,000.00 gathered for this purpose. The resolutions collected agreeing to redirecting were from Strong, Sundridge, Kearney, and Joly. N. Kunkel and C. Still shared they are very confident that Burk's Falls will have no issue with the redirection. R. Ward is confident similarity for Armour. This being the case, Council will only commit to \$15,000.00 towards the renovation, the amount that was contributed by those in agreement with the redirection of funds.

N. Kunkel provided a historical overview of the OTN asks through the years.

Secretary C. Barr will draft a letter to the remaining municipalities asking they consider the redirection. Those who said/say no to redirecting funds will have their funds held in the account until such time there is an IT need.

K. Macleod shared that he has resources to be able to cover IT costs for OTN equipment, partnering with Health Teams. He does not foresee requiring the funds reserved for IT. This information will be shared when the ask for reconsideration goes to municipalities.

K. MacLeod will distribute a copy of the drawings to all after the meeting.

Resolution 2022-17 was passed.

5. 2022-18 Moved by Cathy Still- Seconded by Joe Vella  
**THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council adjourn at 9:20 am to meet again on September 2, 2022 at 11:00am. Carried.  
Location will be in person at the AHHC



## MEMORANDUM

Chris Litschko, Chief Executive Officer  
Lakeland Holding Ltd.

**TO:** Municipal Councils:

- Town of Bracebridge
- Town of Huntsville
- Town of Parry Sound
- Village of Burk's Falls
- Village of Sundridge
- Municipality of Magnetawan

**FROM:** Chris Litschko, Chief Executive Officer

**COPY:** Municipal Chief Administrative Officers  
Lakeland Board of Directors  
Executive Team

**DATE:** July 25, 2022

**SUBJECT:** 2022 Q2 Shareholder Update

---

On behalf of Roger Alexander, Chair, and the members of the Board of Directors of Lakeland Holding Ltd. (Lakeland), I am pleased to provide Lakeland's 2022 Q2 Shareholder Update.

### VISION

*Our company will ...*

*Provide a safe, productive working environment for all employees*

*Provide our customers with safe, reliable, and affordable products and services*

*Operate profitably for shareholder dividend payment and value enhancement*

*Strive for constant improvements in our working relationships with customers, suppliers, and our communities*

*Actively pursue profitable core business opportunities for the enhancement of shareholder value*



**MEMORANDUM**

**Chris Litschko, Chief Executive Officer  
Lakeland Holding Ltd.**

The table below provides a summary of the Lakeland Holding’s current business activities through each of the current subsidiary companies:

Lakeland Power Distribution Ltd. (Local Distribution Company)	Bracebridge Generation Ltd. (Generation Plants and Output)		Lakeland Energy Ltd. (Including Lakeland Networks Operations)
<ul style="list-style-type: none"> <li>14,228 Customers</li> </ul>	<ul style="list-style-type: none"> <li>Bracebridge Falls Generation Plant</li> </ul>	2.6 MWs	<ul style="list-style-type: none"> <li>Web Mapping</li> </ul>
<ul style="list-style-type: none"> <li>163 square Kms of Service Area</li> </ul>	<ul style="list-style-type: none"> <li>Wilson Falls Generation Plant</li> </ul>	2.9 MWs	<ul style="list-style-type: none"> <li>Fibre to Business</li> </ul>
<ul style="list-style-type: none"> <li>367 Kms of Distribution Lines</li> </ul>	<ul style="list-style-type: none"> <li>High Falls Generation Plant</li> </ul>	2.3 MWs	<ul style="list-style-type: none"> <li>Fibre to Home</li> </ul>
<ul style="list-style-type: none"> <li>10 Substations</li> </ul>	<ul style="list-style-type: none"> <li>Cascade Generation Plant</li> </ul>	3.25 MWs	<ul style="list-style-type: none"> <li>7,544 Wireless &amp; Fibre Broadband Customers</li> </ul>
<ul style="list-style-type: none"> <li>2,392 Transformers</li> </ul>	<ul style="list-style-type: none"> <li>Burk’s Falls Generation Plant</li> </ul>	1.2 MWs	<ul style="list-style-type: none"> <li>500 Km of Installed Fibre-Optic Cable &amp; 75 Towers</li> </ul>
<ul style="list-style-type: none"> <li>Offices in Bracebridge, Huntsville, and Parry Sound</li> </ul>	<ul style="list-style-type: none"> <li>Bancroft Generation Plant</li> </ul>	0.6 MWs	<ul style="list-style-type: none"> <li>Internet Service Provider</li> </ul>
	<ul style="list-style-type: none"> <li>Drag River Generation Plant</li> </ul>	0.3 MWs	<ul style="list-style-type: none"> <li>IT Consulting Services</li> </ul>
	<ul style="list-style-type: none"> <li>Irondale Generation Plant</li> </ul>	0.5 MWs	<ul style="list-style-type: none"> <li>VOIP and Traditional Phone Services</li> </ul>
	<ul style="list-style-type: none"> <li>Elliott Falls Generation Plant</li> </ul>	0.8 MWs	<ul style="list-style-type: none"> <li>IT Server Hosting</li> </ul>
	<ul style="list-style-type: none"> <li>Chute Blanche (50% ownership)</li> </ul>	1.4 MWs	<ul style="list-style-type: none"> <li>Voice and Data Cabling</li> </ul>
	<ul style="list-style-type: none"> <li>Solar Field</li> </ul>	0.5MWs	<ul style="list-style-type: none"> <li>Business Phone Systems</li> </ul>
	<ul style="list-style-type: none"> <li>Tesla Battery Storage</li> </ul>	1.25 MWs	<ul style="list-style-type: none"> <li>Streetlight Maintenance</li> </ul>
	<b>12 Facilities</b>	<b>17.6MWs</b>	<ul style="list-style-type: none"> <li>Water Heater Rentals</li> </ul>



## MEMORANDUM

Chris Litschko, Chief Executive Officer  
Lakeland Holding Ltd.

The 2022 Q2 report, attached as Appendix "A" to this memorandum, highlights Lakeland's continued success in achieving its Vision to the benefit of our Shareholders and the customers we serve.

Respectfully submitted on behalf of Lakeland's Board of Directors.

A handwritten signature in black ink, appearing to read "C. Litschko", written over a horizontal line.

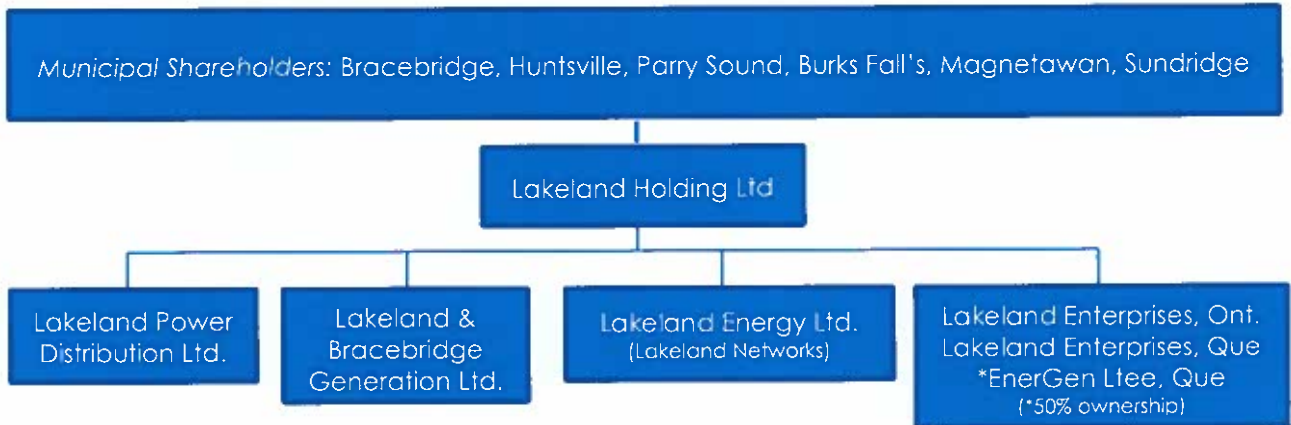
Chris Litschko, CEO





## Appendix "A"

### 2022 Q2 Shareholder Update



The team of Lakeland is settled in to balancing working from home and attending work locations that best suits the needs of the company while taking into consideration the needs of team members. We are monitoring and will change procedures should the current COVID variant continue to increase in numbers and severity. Lakeland is finalizing four \$1,000 high school scholarships. The Annual Shareholder meeting was held on June 3<sup>rd</sup> that reviewed 2021 results and approved the business plans moving forward. Bruce Flowers' Directorship term expired, and a search has commenced to replace this vacancy. Lakeland thanks Bruce for his many years of dedicated service to Lakeland.

We continue to reinforce IT across all companies from cyber-attacks and are in the midst of signing a 3<sup>rd</sup> party to represent us should a ransom be required of Lakeland. To this end, ongoing monthly training is being completed by all team members to guard against cyber-attacks.

Rebranding of the companies has started with a priority on Lakeland Networks. This company has completed almost all the changes required.



To the end of Q2 2022, the company connected an additional 817 fibre and 88 wireless servicing a total of 7,544 net broadband customers. June was a record month for both fibre and wireless connections. Door to door activities continue across upgraded and new towers. Fox Point wireless addresses have now been attended by sales twice. Wireless installs increased for the month thanks to the tremendous success of the new tower at Bonnie Lake. We are improving our external communications and meeting with local




developers to ensure we are considered to service their broadband needs. We responded to Government of Ontario RFP to provide broadband for up to 31 local provincial sites. More IP addresses were purchased to meet growing broadband customer demand.

 **rodney mcLeod**  
4 reviews

★★★★★ 26 minutes ago **NEW**

so didnt have internet for 4 days. and my connections and speeds all got screwed up because of a fiber break in a cable and this is how they handled it..... so first they pro rated all the days to insure i didnt pay for services i wasnt provided (credited fairly and properly) Then i was transferred to an amazing rep of the name of Michael Jamleson part of the Network Operations Team who figured out very fast the issues regarding my router. reset and made sure everything was working properly and answered all questions i had with ease. and has helped our overall living at home now that we have perfect high speed internet (Best i ever had and i game alot). He proceeded to provide additional tools to help make the connections ever more secure and perform even faster. (Didnt even ask, but he knew i needed to know). So glad to have spoken to a great team who handles issues with pose, intelligence and are actual knowledgeable professional experts

 1

**Response from the owner** just now  
Thanks for such a detailed and positive review Rodney! We will definitely share internally 🙌

An inside salesperson has been hired to answer inbound sales inquiries and sell lie-alongs. Instead of utilizing a third party, we will be moving to providing our own TV service with a cutover date of September 1st, 2022.

Of the \$11.3M in government capital projects, \$10.1M are completed, and of the \$8.05M in eligible funding \$3.6M has been received to date.

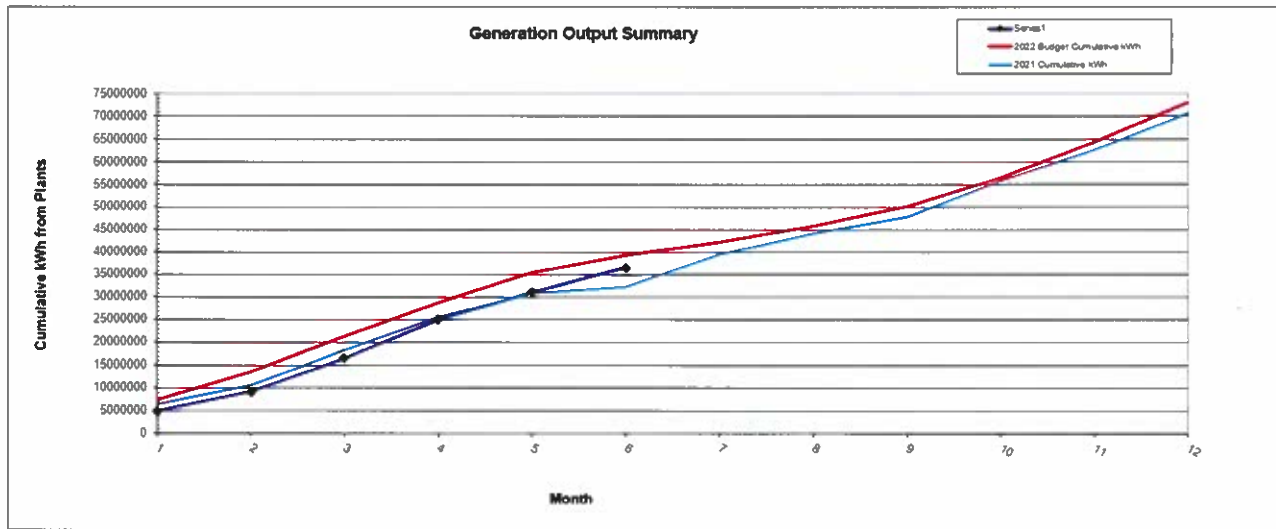


Based on newly developed expertise, Solutions along with Magnetawan, have made a Microgrid federal application. Another MaRS meeting was held to develop business plans on our microgrid products and services. Unfortunately, we did not win the \$1M Power Forward Challenge as we lost out to a project in Nova Scotia. Lakeland has been awarded \$1.1M in NRCan funding for EV charger installations and a business case analysis is being performed on each proposed individual site. No doubt supply chain issues will affect EV charging asset installation timelines. Municipal outreach has started to confirm / review potential sites and contributions.

The province will require more electricity starting in 2025 and beyond so we are participating in the LT1 RFP Expedited Process, to competitively procure year-round effective capacity from dispatchable new build resources, including facilities larger than 1 MW and which can deliver a continuous amount of electricity to a connection point on a Distribution System or Transmission System for at least four (4)

consecutive hours. If Lakeland qualifies, an RFP will be expected by December with contracts awarded end of February 2023.

Generation production only made/exceeded budget two months in the first half of the year. Total production through the first half of the year is 7.2% below budget compared to -17% through the first quarter. In April, Cascade set an all-time new record for production as Bracebridge Falls and Bancroft set new monthly records. Nine of our generation plants are under contract and the Independent Electricity System Operator is working on new contract extensions across Ontario. With municipal support and through the Ontario Waterpower Association, with whom we are a member, we continue to advocate for fair contracts that not only take into consideration electricity generated but all the socio-economic challenges of operating waterpower plants. A decision may be made on new contracts by July of this year with our first contract not expiring until the end of 2026.



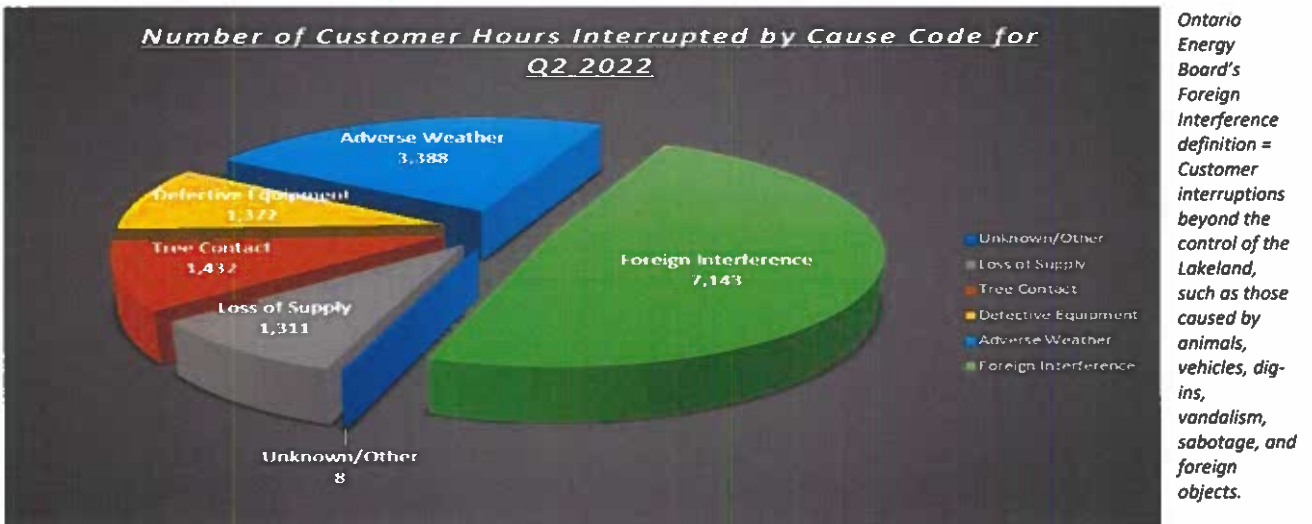
Generation’s Drag Lake plant in Haliburton is undergoing a new intake refurbishment in partnership with Parks Canada who is replacing the dam. Environmental and engineering work continues on the CPR/Beaver Lumber dam in Parry Sound which is scheduled to be upgraded the summer 2023 at an approximate cost of \$1M. We are reaching out to prospective waterpower generation owners to discuss interest in them selling their plants.

minutes in duration. Our Lines crews continue to assist other distribution companies and we were fortunate to not receive the brunt of tornadic activity on May 22<sup>nd</sup> that swept across Ontario. After this storm our Lines staff assisted both Hydro One and Elexicon.

**Sheila & Roger**

*We live in the Uxbridge area and were without power for a few days due to Saturday's tornado. I noticed a Lakeland Power truck repairing the poles and lines on Uxbridge Concession 2. Thank you so very much for sending crews to help the residents in Uxbridge. It was a very scary event. I appreciate that your employees gave their time to help us.*

To improve customer service during outages Power has contracted a third party to provide updates through phone, map, and social media after hours, and now investigating to have them take over during the day for continuity. Power also completed an infrared study on the distribution system with a maintenance plan created to ensure 100 equipment and connection 'hot spots' are repaired before creating an outage. Tree trimming maintenance was completed in Magnetawan and continues in Bracebridge with capital improvements/expansions occurring for new customer connections.



Power billing is preparing the Green Button initiative for November (customers able to access their hourly consumption). Power Engineering staff continue to work on several layouts for new construction, service upgrades and fibre-to-the-home projects in Parry Sound and Bracebridge. Lines staff continue to replace poles and transformers for customer upgrades, defects found during inspections and poles damaged during storms/trees.

Supply chain is a significant issue with Power having problems on anything they order to the extent that we had to order larger trucks years in advance of delivery. Networks has been proactive and attempting to have one year of broadband equipment on hand for continued expansion. Generation is coping but a contractor ran out of cement pouring the new dam at our Drag River generation site in Haliburton.

To the end of Q2 2022 the consolidated company made \$6M in capital investments.

August 5, 2022

Kerstin Vroom  
Chief Administrative Officer/Clerk  
Municipality of Magnetawan  
4304 HWY 520  
Magnetawan, ON POA 1P0

Dear Kerstin Vroom:

**RE: Audited Financial Statements, Financial Information Return (FIR) and COVID-19 Update**

The North Bay Parry Sound District Health Unit (NBPSDHU) Audited Financial Statements for the year ended December 31, 2021, and your 2021 Municipal FIR Schedule 77 are attached for your review. The status of the municipal reserve as of December 31, 2021 can be found on page 9 note 4, of the financial statement.

We would like to update you on the Health Units financial situation. We have confirmation of additional funding to support COVID-19 costs for 2022 that are in excess of mandatory program funding. This means there should be no additional costs to municipalities related to COVID-19 for 2022. The province increased funding to Health Units by 0.75% for 2022. Considering current inflation costs for utilities, insurance and labour/benefits, this has been inadequate to balance the current budget. The funds saved from unfilled positions, and those deployed to COVID-19 work, have been used to cover costs not allowed for in the revised budget.

At the present time funding for 2023 has not been communicated. The mitigation funding to offset the new sharing formula with municipalities has not been confirmed. For 2023, if not received, municipalities would be responsible for \$1,792,400 in additional funding. The status of additional funding related to Health Unit COVID-19 responsibilities for 2023 has not yet been communicated either. On a more positive note, the availability of the Municipal Reserve to help with these funding issues will enable the Board of Health to make plans for 2023 and beyond, taking municipalities funding concerns into account.

The Health Unit has had 2 years of unprecedented workload due to COVID-19, but during that time, and always, we continue to be committed to protecting the health of our communities.

Sincerely yours,



James Chirico, H.BSc., M.D., F.R.C.P. (C), MPH  
Medical Officer of Health/Executive Officer

Financial Statements of

**NORTH BAY PARRY SOUND  
DISTRICT HEALTH UNIT**

Year ended December 31, 2021

# **NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT**

## **Index to Financial Statements**

For the year ended December 31, 2021

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Schedule 8 – One-Time Programs	
Schedule 9 – Adult Dental	
Schedule 10 – Infection Prevention and Control Hub	
Schedule 11 – Falls Prevention	
Schedule 12 – Miscellaneous Grants	



KPMG LLP  
Claridge Executive Centre  
144 Pine Street  
Sudbury ON P3C 1X3  
Canada  
Tel 705-675-8500  
Fax 705-675-7586

## INDEPENDENT AUDITORS' REPORT

To the Board Members of the North Bay Parry Sound District Health Unit

### **Opinion**

We have audited the accompanying financial statements of the North Bay Parry Sound District Health Unit (the Entity), which comprise:

- the statement of financial position as at December 31, 2021
- the statement of operations and accumulated surplus for the year then ended
- the statement of changes in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements")

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2021, and its results of operations, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### **Basis for Opinion**

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "Auditors' Responsibilities for the Audit of the Financial Statements" section of our report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.





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### ***Other Matter – Comparative Information***

The financial statements for the year ended December 31, 2020 were audited by another auditor who expressed an unmodified opinion on those financial statements dated April 28, 2021.

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

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

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

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

### ***Auditors' Responsibility for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.



Page 3

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represents the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

*KPMG LLP*

Chartered Professional Accountants, Licensed Public Accountants

Sudbury, Canada

April 27, 2022

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT


## Statement of Financial Position


December 31, 2021, with comparative information for 2020

	2021	2020
<b>Financial assets</b>		
Cash and cash equivalents	\$ 4,640,293	\$ 4,301,625
Accounts receivable (note 3)	927,246	534,942
	<u>5,567,539</u>	<u>4,836,567</u>
<b>Financial liabilities</b>		
Accounts payable and accrued liabilities (note 5)	2,434,378	2,140,239
Deferred revenue (note 6)	1,070,930	289,325
Payable to the Province of Ontario	399,363	695,545
Other employment liabilities (note 8)	477,759	350,906
	<u>4,382,430</u>	<u>3,476,015</u>
<b>Net financial assets</b>	<b>1,185,109</b>	<b>1,360,552</b>
<b>Non-financial assets:</b>		
Tangible capital assets (note 2)	17,478,290	18,032,252
Supplies inventory	205,368	212,286
Prepaid expenses	141,824	82,716
	<u>17,825,482</u>	<u>18,327,254</u>
Contingencies (note 12)		
Commitment (note 13)		
<b>Accumulated surplus (note 4)</b>	<b>\$ 19,010,591</b>	<b>\$ 19,687,806</b>

See accompanying notes to financial statements.

On behalf of the Board:

  
\_\_\_\_\_  
Chairperson

  
\_\_\_\_\_  
Vice Chairperson

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Statement of Operations and Accumulated Surplus

Year ended December 31, 2021, with comparative information for 2020

	Budget 2021	Total 2021	Total 2020
<b>Revenues:</b>			
Province of Ontario (note 9)			
Core	\$ 14,734,292	\$ 14,737,006	\$ 14,739,200
Mitigation funding	1,792,400	1,792,400	1,792,400
One-time funding	928,437	6,073,437	739,438
Member municipalities	3,547,747	3,547,747	3,547,743
Cost recoveries - other programs (note 10)	95,500	104,505	208,954
Program revenue	264,825	193,146	265,734
Other grant revenues	100,000	406,058	428,580
Interest and miscellaneous	52,000	169,274	31,105
Transfer to deferred revenue	-	(781,605)	(188,556)
	21,515,201	26,241,968	21,564,598
<b>Expenses: (note 16)</b>			
Public Health Mandatory Programs	18,060,192	23,044,449	18,875,747
Ontario Seniors Dental Care	842,400	913,413	562,032
Healthy Babies, Healthy Children Programs	1,094,400	821,378	1,094,400
COVID-19: School-Focused Nurses Initiative	406,875	713,443	239,197
Infection Prevention and Control Hub	497,500	472,004	-
Miscellaneous grants	-	332,481	105,987
Adult Dental	159,780	130,419	47,013
Unorganized Territories/Indigenous Communities	125,000	125,000	125,000
Unorganized Territories/Northern Fruit and Vegetable	150,000	116,036	150,000
Falls Prevention	100,000	75,252	87,464
MOH/AMOH Compensation Initiative	54,992	55,160	65,184
One-time Programs	24,062	23,174	41,330
	21,515,201	26,822,209	21,393,354
<b>Excess (deficiency) of revenue over expenses</b>			
before items below	-	(580,241)	171,244
Province of Ontario Settlements (note 11)	-	(96,974)	(567,590)
Loss on disposal of tangible capital assets	-	-	(508)
Annual deficit	-	(677,215)	(396,854)
Accumulated surplus, beginning of year	-	19,687,806	20,084,660
Accumulated surplus, end of year	\$ -	\$ 19,010,591	\$ 19,687,806

See accompanying notes to financial statements.

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Statement of Changes in Net Financial Assets

Year ended December 31, 2021, with comparative information for 2020

	2021	2020
Annual deficit	\$ (677,215)	\$ (396,854)
Purchase of tangible capital assets	(251,770)	(421,172)
Amortization of tangible capital assets	805,732	837,250
Loss on disposal of tangible capital assets	-	508
	(123,253)	19,732
Acquisition of prepaid expenses	(141,824)	(82,716)
Use of prepaid expenses	82,716	67,698
Acquisition of supplies inventory	(205,368)	(212,286)
Consumption of supplies inventory	212,286	188,444
	(52,190)	(38,860)
Changes in net financial assets	(175,443)	(19,128)
Net financial assets, beginning of year	1,360,552	1,379,680
Net financial assets, end of year	\$ 1,185,109	\$ 1,360,552

See accompanying notes to financial statements.

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Statement of Cash Flows

Year ended December 31, 2021, with comparative information for 2020

	2021	2020
Cash provided by (used in):		
Cash flows from operating activities:		
Annual deficit	\$ (677,215)	\$ (396,854)
Adjustments for:		
Amortization of tangible capital assets	805,732	837,250
Loss on disposal of tangible capital assets	-	508
	<u>128,517</u>	<u>440,904</u>
Changes in non-cash working capital:		
Accounts receivable	(392,304)	(166,794)
Accounts payable and accrued liabilities	294,139	(46,233)
Due to Province of Ontario	(296,182)	189,474
Deferred revenue	781,605	170,447
Other employment liabilities	126,853	105,427
Supplies inventory	6,918	(23,842)
Prepaid expenses	(59,108)	(15,018)
	<u>590,438</u>	<u>654,365</u>
Cash flows from investing activity:		
Purchase of tangible capital assets	(251,770)	(421,172)
Increase in cash	<u>338,668</u>	<u>233,193</u>
Cash and cash equivalents, beginning of year	4,301,625	4,068,432
Cash and cash equivalents, end of year	<u>\$ 4,640,293</u>	<u>\$ 4,301,625</u>

See accompanying notes to financial statements.

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

Notes to Financial Statements

Year ended December 31, 2021

The North Bay Parry Sound District Health Unit (the "Health Unit") is incorporated without share capital under the Health Protection and Promotion Act and its principal activity is to provide mandatory public health programs. The Health Unit is a non-profit organization and is a registered charity exempt from income taxes under the Income Tax Act.

## 1. Summary of significant accounting policies:

These financial statements are prepared by management in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board. The significant accounting policies applied in the preparation of these financial statements are set out below.

### (a) Financial statement presentation:

The financial statements reflect the assets, liabilities, revenues and expenses of the North Bay Parry Sound District Health Unit. The following programs are funded through grants from the Province of Ontario and through transfer payments from member municipalities.

Program Name	% Funded Province of Ontario	% Funded Municipal
Public Health Cost shared Mandatory Programs	70%	30%
Healthy Babies, Healthy Children	100%	0%
School Focused–Nurses Initiative	100%	0%
MOH/AMOS Compensation Initiative	100%	0%
Unorganized Territories/Mandatory Program	100%	0%
Unorganized Territories/Northern Fruit and Vegetable Program	100%	0%
Ontario Seniors Dental Care	100%	0%
Unorganized Territories/Indigenous Community Partnerships	100%	0%
Infection Prevention and Control Hub	100%	0%

### (b) Cash and cash equivalents:

Cash and cash equivalents includes cash on hand, current bank accounts and short-term deposits, if any, with terms to maturity of less than 90 days.

### (c) Revenue recognition:

Provincial funding revenues are recognized in the year to which the program relates. Municipal revenues are recognized in the year they are levied to member municipalities. Other revenues are recognized when services are provided and collection is reasonably assured. Investment revenue is recognized in the period earned.

Government transfers are recognized as revenue in the financial statements when the transfer is authorized and all eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

Notes to Financial Statements

Year ended December 31, 2021

## 1. Summary of significant accounting policies (continued):

### (d) Retirement benefits:

The Health Unit's contributions due during the period to its multi-employer defined benefit plan are expensed as incurred.

### (e) Tangible capital assets:

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Contributed tangible capital assets are recorded at fair value at the time of the donation, with a corresponding amount recorded as revenue. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is available for productive use as follows:

Asset	Basis	Term
Furniture	Straight-line	5 to 10 years
Equipment	Straight-line	5 to 8 years
Computer equipment and software	Straight-line	4 to 5 years
Portables	Straight-line	20 years
Building	Straight-line	40 years
Leaseholds	Straight-line	Over term of the lease
Trailers	Straight-line	5 years

### (f) Economic dependence:

Substantially all of the Health Unit's revenue is received from the Province of Ontario and municipalities in its district. The continuation of the Health Unit is dependent on this funding.

Any adjustment to funding is recorded in the year it becomes known as an adjustment to net assets.

### (g) Budget figures:

Budget figures have been provided for comparison purposes and have been derived from the budget approved by the Board of Directors. The budget figures are unaudited.

### (h) Use of estimates:

The preparation of the financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. The principal estimates used in the preparation of these financial statements are the determination of the estimated useful life of tangible capital assets. Actual results could differ from these estimates.



# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

Notes to Financial Statements

Year ended December 31, 2021

## 2. Tangible capital assets:

	Furniture	Equipment	Computer Equipment & Software	Leaseholds	Portables	Buildings	Land	Trailers	2021 Total
<b>Cost:</b>									
Balance, January 1, 2021	\$ 821,531	1,116,370	2,508,821	253,130	2,916	17,466,093	987,335	-	23,156,196
Additions	21,099	90,339	121,095	-	-	-	-	19,237	251,770
Disposals	(3,486)	(2,885)	(27,743)	-	-	-	-	-	(34,114)
<b>Balance, December 31, 2021</b>	<b>\$ 839,144</b>	<b>1,203,824</b>	<b>2,602,173</b>	<b>253,130</b>	<b>2,916</b>	<b>17,466,093</b>	<b>987,335</b>	<b>19,237</b>	<b>23,373,852</b>
<b>Accumulated amortization:</b>									
Balance, January 1, 2021	\$ 347,149	801,628	2,179,085	235,408	1,822	1,558,852	-	-	5,123,944
Amortization	70,797	115,055	176,844	1,969	146	437,074	-	3,847	805,732
Disposals	(3,486)	(2,885)	(27,743)	-	-	-	-	-	(34,114)
<b>Balance, December 31, 2021</b>	<b>\$ 414,460</b>	<b>913,798</b>	<b>2,328,186</b>	<b>237,377</b>	<b>1,968</b>	<b>1,995,926</b>	<b>-</b>	<b>3,847</b>	<b>5,895,562</b>
<b>Net book value</b>									
At December 31, 2021	\$ 424,684	290,026	273,987	15,753	948	15,470,167	987,335	15,390	17,478,290

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

Notes to Financial Statements

Year ended December 31, 2021

## 2. Tangible capital assets (continued):

	Furniture	Equipment	Computer Equipment & Software	Leaseholds	Portables	Buildings	Land	2020 Total
<b>Cost:</b>								
Balance, January 1, 2020	\$ 821,842	1,034,182	2,433,595	233,439	2,916	17,258,121	987,335	\$ 22,771,430
Additions	-	83,484	110,025	19,691	-	207,972	-	421,172
Disposals	(311)	(1,296)	(34,799)	-	-	-	-	(36,406)
<b>Balance, December 31, 2020</b>	<b>\$ 821,531</b>	<b>1,116,370</b>	<b>2,508,821</b>	<b>253,130</b>	<b>2,916</b>	<b>17,466,093</b>	<b>987,335</b>	<b>\$ 23,156,196</b>
<b>Accumulated amortization:</b>								
Balance, January 1, 2020	\$ 278,596	705,225	1,981,877	233,439	1,676	1,121,778	-	\$ 4,322,591
Amortization	68,864	97,699	231,498	1,969	146	437,074	-	837,250
Disposals	(311)	(1,296)	(34,290)	-	-	-	-	(35,897)
<b>Balance, December 31, 2020</b>	<b>\$ 347,149</b>	<b>801,628</b>	<b>2,179,085</b>	<b>235,408</b>	<b>1,822</b>	<b>1,558,852</b>	<b>-</b>	<b>\$ 5,123,944</b>
<b>Net book value</b>								
At December 31, 2020	\$ 474,382	314,742	329,736	17,722	1,094	15,907,241	987,335	\$ 18,032,252

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Notes to Financial Statements

Year ended December 31, 2021

### 3. Accounts receivable:

	2021	2020
Government of Canada	\$ 243,312	\$ 209,386
Province of Ontario	578,847	278,686
Member municipalities	46,421	10,013
Other	58,666	36,857
	<b>\$ 927,246</b>	<b>\$ 534,942</b>

### 4. Accumulated surplus:

	2021	2020
Invested in tangible capital assets	\$ 17,478,291	\$ 18,032,252
Municipal reserve (i)	1,796,820	1,786,304
Amounts to be recovered (note 8)	(477,759)	(350,906)
Operating fund	213,239	220,156
Accumulated surplus, end of year	<b>\$ 19,010,591</b>	<b>\$ 19,687,806</b>

#### (i) Change in Municipal reserve:

Balance, beginning of year	\$ 1,786,304	\$ 1,684,982
Additions:		
Surplus	-	87,450
Interest	10,516	13,872
Balance, end of year	<b>\$ 1,796,820</b>	<b>\$ 1,786,304</b>

### 5. Accounts payable and accrued liabilities:

	2021	2020
Trade payables and other accruals	\$ 1,316,523	\$ 1,362,917
Accrued salaries and benefits	1,024,997	692,229
Due to member municipalities	52,670	44,905
Capital project payable	40,188	40,188
	<b>\$ 2,434,378</b>	<b>\$ 2,140,239</b>

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Notes to Financial Statements

Year ended December 31, 2021

### 6. Deferred revenue:

	2021		2020
Deferred revenue, beginning of year	\$ 289,325	\$	118,878
Add: amount received during the year	2,457,584		623,238
Less: amount recognized as revenue during the year	(1,666,005)		(452,791)
Less: payable to Province of Ontario	(9,974)		-
<b>Deferred revenue, end of year</b>	<b>\$ 1,070,930</b>	<b>\$</b>	<b>289,325</b>

Included in cash and cash equivalents is restricted amounts of \$1,070,930 (2020 - \$289,325) with respect to the above.

The ending balance is comprised of:

	2021		2020
Infection Prevention and Control Hub	\$ 630,496	\$	-
Healthy Babies Healthy Children	245,017		-
Other Grants	166,884		180,250
Falls Prevention	21,473		17,641
Adult Dental Preventative	7,060		7,297
COVID-19: School-Focused Nurses Initiative	-		53,933
COVID-19: Public Health and Contact Case Management Solutions	-		15,120
Ontario Active Transportation	-		7,578
Mandatory Program: Public Health Inspector Practicum Program	-		7,506
	<b>\$ 1,070,930</b>	<b>\$</b>	<b>289,325</b>

### 7. Credit facility:

The Health Unit has authorized line of credit under a credit facility agreement with a Canadian chartered bank. The maximum draw permitted under this agreement is \$500,000 at prime less 0.25%. The amount drawn on this facility at year end was \$Nil (2020 - \$Nil).

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Notes to Financial Statements

Year ended December 31, 2021

### 8. Other employment liabilities:

The Health Unit provides certain employee benefits which will require funding in future periods.

	2021	2020
Vacation and compensation time	\$ 477,759	\$ 350,906

### 9. Province of Ontario funding:

The revenue from the Province of Ontario consists of the following grants:

	Budget 2021	Total 2021	Total 2020
Core:			
Public Health - Mandatory program	\$ 11,409,200	\$ 11,409,200	\$ 11,409,200
Unorganized Territories/Mandatory program	1,058,300	1,058,300	1,058,300
Healthy Babies, Healthy Children	1,094,400	1,094,400	1,094,400
Ontario Seniors Dental Care	842,400	842,400	842,400
Unorganized Territories/Northern			
Fruit and Vegetable program	150,000	150,000	150,000
Unorganized Territories/Indigenous Communities	125,000	125,000	125,000
MOH/AMOH Compensation Initiative	54,992	57,706	59,900
Subtotal	14,734,292	14,737,006	14,739,200
Mitigation funding	1,792,400	1,792,400	1,792,400
One time funding:			
Public Health - COVID Extraordinary program	-	300,000	-
Public Health - COVID Vaccine program	-	3,915,389	-
Ontario Seniors Dental Care	-	45,000	-
COVID-19 School-Focused Nurses Initiative	406,875	700,000	293,130
MOH/AMOH Compensation Initiative	-	-	15,200
Other	24,062	10,548	431,108
Infection Prevention and Control Hub	497,500	1,102,500	-
Subtotal	928,437	6,073,437	739,438
	\$ 17,455,129	\$ 22,602,843	\$ 17,271,038

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

Notes to Financial Statements

Year ended December 31, 2021

## 10. Cost recoveries:

The Health Unit is responsible for the delivery of various mandated public health and other health programs which are funded 100% by the Province of Ontario. Some expenditures related to the delivery of these programs are initially incurred by the Health Unit and are subsequently recovered from these provincial programs. These amounts recovered are recorded as cost recoveries in the Health Unit's statement of operations and accumulated surplus.

## 11. Province of Ontario Settlements:

The Province of Ontario settlements for the year consists of the following:

	2021	2020
COVID-19: School-Focused Nurses Initiative	\$ (40,490)	\$ -
Unorganized Territories/Northern Fruit and Vegetable	(33,964)	-
One-time programs	(10,000)	(167,795)
Healthy Babies, Healthy Children	(9,974)	-
MOH/AMOH Compensation Initiative	(2,546)	(3,249)
Ontario Seniors Dental Care	-	(270,833)
Mitigation funding	-	(125,713)
	<u>\$ (96,974)</u>	<u>\$ (567,590)</u>

## 12. Contingencies:

On July 1, 1987, a group of health care organizations, ("subscribers"), formed Healthcare Insurance Reciprocal of Canada ("HIROC"). HIROC is registered as a Reciprocal pursuant to provincial Insurance Acts which permit persons to exchange with other persons reciprocal contracts of indemnity insurance. HIROC facilitates the provision of liability insurance coverage to health care organizations in the provinces and territories where it is licensed. Subscribers pay annual premiums, which are actuarially determined, and are subject to assessment for losses in excess of such premiums, if any, experienced by the group of subscribers for the years in which they were a subscriber. No such assessments have been made to current date.

Since its inception in 1987, HIROC has accumulated an unappropriated surplus, which is the total of premiums paid by all subscribers plus investment income less the obligation for claims reserves and expenses and operating expenses. Each subscriber which has an excess of premium plus investment income over the obligation for their allocation of claims reserves and expenses and operating expenses may be entitled to receive distributions of their share of the unappropriated surplus at the time such distributions are declared by the Board of Directors of HIROC.

The Health Unit became a member of HIROC in January 2013 and is subject to any assessment on a proportionate basis.

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

Notes to Financial Statements

Year ended December 31, 2021

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## 13. Commitments:

On July 1, 1987, a group of health care organizations, ("subscribers"), formed Healthcare Insurance Reciprocal of Canada ("HIROC"). HIROC is registered as a Reciprocal pursuant to provincial

- a. The Health Unit rents office premises in Sturgeon Falls on a lease that expired during 2017, currently on a month-to-month agreement, Mattawa based on scheduled clinics, total was \$1,800 for the year, Parry Sound under lease expiring on August 31, 2023 at \$120,564 per year and Burks Falls under lease expiring on September 30, 2022 at \$27,849 per year.
- b. The Health Unit rents equipment under various long-term leases, the longest of which expires in 2025. The annual lease payments amount to \$28,345 (2020 - \$34,666).

The minimum annual lease payments for the next five years are as follows:

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2022	\$ 172,004
2023	97,391
2024	8,095
2025	1,232
2026	-

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## 14. Pension agreement:

The Health Unit is an employer member of the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer, defined benefit pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. The Health Unit has adopted defined contribution plan accounting principles for this Plan because insufficient information is available to apply defined benefit plan accounting principles. The Health Unit records as pension expense the current service cost, amortization of past service costs and interest costs related to the future employment contributions to the Plan for past employee service.

OMERS provides pension services to almost half a million active and retired members and approximately 1,000 employers. Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the Plan) by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2021. The results of this valuation disclosed total actuarial liabilities of \$120,796 million in respect of benefits accrued for service with actuarial assets at that date of \$117,665 million indicating a going concern actuarial deficit of \$3,131 million. Because OMERS is a multi-employer plan, any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Health Unit does not recognize any share of the OMERS pension surplus or deficit. The amount contributed to OMERS for 2021 was \$1,217,566 (2020 - \$1,215,221) for current service.

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

Notes to Financial Statements

Year ended December 31, 2021

## 15. Segmented reporting:

The Canadian Chartered Public Accountants Public Sector Accounting Handbook Section PS 2700, Segment Disclosures, establishes standards on defining and disclosing segments in a government's financial statements. Government organizations that apply these standards are encouraged to provide the disclosures established by this section when their operations are diverse enough to warrant such disclosures. The Health Unit has only one identifiable segment, considered to be public health, as presented in these financial statements.

## 16. Expenditures by object:

	2021	2020
Salaries	\$ 17,099,089	\$ 13,958,313
Employee benefits	3,911,296	3,393,650
Professional and purchase services	2,036,727	866,972
Materials and supplies	1,313,902	997,876
Amortization of tangible capital assets	805,732	837,250
Occupancy	556,699	497,165
Information technology	307,871	238,036
Communication costs	295,628	212,339
Travel	285,501	148,006
Professional development	122,451	126,270
Equipment	87,313	117,477
	<u>\$ 26,822,209</u>	<u>\$ 21,393,354</u>

## 17. Comparative information:

Certain of the comparative information have been restated to meet current years' presentation.



# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

Notes to Financial Statements

Year ended December 31, 2021

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## 18. Financial risks:

The Health Unit's main sources of revenue are government operation grants, municipal levies and other service fees. In March 2020, the COVID-19 outbreak was declared a pandemic by the World Health Organization. This resulted in the Canadian, Provincial and Municipal governments enacting emergency measures to combat the spread of the virus. The Health Unit realigned its resources in support of the COVID-19 response. In doing so, programs and services were adapted. Some programs were temporarily suspended while others were adjusted and delivered ensuring COVID-19 safe measures were put in place.

Significant resources were required to respond to the pandemic. The provincial government has provided financial relief in the form of COVID-19 General Program funding of \$300,000 and COVID-19 Vaccine Program funding of \$3,915,389.

The impact of COVID-19 is expected to negatively impact normal operations for a duration that cannot be reasonably predicted. The further overall operational and financial impact is highly dependent on the duration of COVID-19, including the potential occurrence of additional waves of the pandemic, and could be affected by other factors that are currently not known at this time. The Provincial government has made a commitment to fund the extraordinary expenses required to respond to COVID-19. Management is actively monitoring the effect of the pandemic on its financial condition, liquidity, operations, suppliers, and workforce. Given the daily evolution of the pandemic and the global responses to curb its spread, the Agency is not able to fully estimate the effects of the pandemic on its results of operations, financial condition, or liquidity at this time.

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Schedule 1 - Public Health Mandatory Programs

### Statement of Operations

Year ended December 31, 2021, with comparative information for 2020

(Unaudited)

	Budget	Total	Total
	2021	2021	2020
<b>Revenue:</b>			
Province of Ontario			
Core	\$ 12,467,500	\$ 12,467,500	\$ 12,467,500
Mitigation funding	1,792,400	1,792,400	1,792,400
One-time funding	-	4,215,389	-
Member municipalities	3,466,967	3,466,967	3,466,963
Program revenue	188,825	135,318	221,265
Cost recoveries - other programs	95,500	104,505	208,954
Other grant revenues	-	16,804	117,945
Interest and miscellaneous	49,000	168,133	31,105
Transfer from deferred revenue	-	27,875	-
Transfer to deferred revenue	-	(28,100)	(27,875)
	18,060,192	22,366,791	18,278,257
<b>Expenses:</b>			
Salaries	11,833,286	14,679,548	12,122,546
Employee benefits	3,158,446	3,384,140	2,972,918
Professional and purchased services	562,039	1,494,196	742,239
Program material and supplies	658,193	965,208	735,846
Occupancy	485,503	556,699	497,165
Information technology	279,071	307,871	235,835
Communication costs	214,448	292,377	208,707
Travel	249,421	278,025	133,485
Professional development	356,916	115,250	118,787
Office supplies	114,935	109,956	88,130
Equipment	147,934	81,052	95,957
Amortization of tangible capital assets	-	780,127	814,119
Allocated costs	-	-	110,013
	18,060,192	23,044,449	18,875,747
Excess (deficit) of revenue over expenses before items below	-	(677,658)	(597,490)
Capital expenditures	-	(225,722)	(186,504)
Province of Ontario settlement for the year	-	-	(125,713)
Loss on disposal of tangible capital assets	-	-	(508)
<b>Annual deficit</b>	<b>\$ -</b>	<b>\$ (903,380)</b>	<b>\$ (910,215)</b>

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Schedule 2 - Healthy Babies, Healthy Children Program

### Statement of Operations

Year ended December 31, 2021, with comparative information for 2020

(Unaudited)

	Budget 2021	Total 2021	Total 2020
<b>Revenue:</b>			
Province of Ontario			
Core	\$ 1,094,400	\$ 1,094,400	\$ 1,094,400
Transfer to deferred revenue	-	(245,017)	-
	1,094,400	849,383	1,094,400
<b>Expenses:</b>			
Salaries	825,200	632,605	846,308
Employee benefits	237,077	161,189	227,530
Travel	30,597	6,530	10,452
Communication costs	-	3,251	3,632
Professional and purchased services	1,526	2,544	2,162
Office supplies	-	244	-
Program material and supplies	-	-	448
Professional development	-	-	462
Amortization of tangible capital assets	-	6,010	-
Allocated costs	-	9,005	3,406
	1,094,400	821,378	1,094,400
<b>Excess of revenue over expenses before items below</b>			
	-	28,005	-
Capital expenditures	-	(24,041)	-
Province of Ontario settlement for the year	-	(9,974)	-
<b>Annual deficit</b>	\$ -	\$ (6,010)	\$ -

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Schedule 3 - Ontario Seniors Dental Care

### Statement of Operations

Year ended December 31, 2021, with comparative information for 2020

(Unaudited)

	Budget 2021	Total 2021	Total 2020
<b>Revenue:</b>			
Province of Ontario			
Core	\$ 842,400	\$ 842,400	\$ 842,400
One-time funding	-	45,000	-
Program revenue	-	8,425	2,643
	842,400	895,825	845,043
<b>Expenses:</b>			
Salaries	438,573	361,666	247,405
Employee benefits	101,071	81,853	80,544
Professional and purchased services	163,256	312,403	96,261
Program material and supplies	53,000	51,767	16,767
Equipment	-	5,000	11,464
Office supplies	200	589	953
Professional development	2,000	540	3,865
Travel	4,300	-	879
Information technology	-	-	763
Amortization of tangible capital assets	-	19,595	23,131
Allocated costs	80,000	80,000	80,000
	842,400	913,413	562,032
<b>Excess (deficiency) of revenue over expenses before items below</b>	-	(17,588)	283,011
Capital expenditures	-	(2,007)	(35,308)
Province of Ontario settlement for the year	-	-	(270,833)
<b>Annual deficit</b>	\$ -	\$ (19,595)	\$ (23,130)

Schedule 3

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Schedule 4 - COVID-19: School-Focused Nurses Initiative

### Statement of Operations

Year ended December 31, 2021, with comparative information for 2020

(Unaudited)

	Budget	Total	Total
	2021	2021	2020
<b>Revenue:</b>			
Province of Ontario			
One-time funding	\$ 406,875	\$ 700,000	\$ 293,130
Transfer from deferred revenue	-	53,933	-
Transfer to deferred revenue	-	-	(53,933)
	406,875	753,933	239,197
<b>Expenses:</b>			
Salaries	312,205	568,328	194,093
Employee benefits	94,670	145,115	45,104
	406,875	713,443	239,197
Excess of revenue over expenses before items below	-	40,490	-
Province of Ontario settlement for the year	-	(40,490)	-
Annual surplus	\$ -	\$ -	\$ -

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Schedule 5 - Unorganized Territories/Northern Fruit and Vegetable

### Statement of Operations

Year ended December 31, 2021, with comparative information for 2020

(Unaudited)

	Budget	Total	Total
	2021	2021	2020
<b>Revenue:</b>			
Province of Ontario			
Core	\$ 150,000	\$ 150,000	\$ 150,000
<b>Expenses:</b>			
Salaries	59,408	49,714	59,697
Employee benefits	16,915	10,101	16,015
Program material and supplies	56,177	48,405	58,895
Office supplies	1,000	305	-
Travel	-	11	-
Professional and purchased services	9,000	-	7,853
Allocated costs	7,500	7,500	7,540
	150,000	116,036	150,000
<b>Excess of revenue over expenses before items below</b>			
	-	33,964	-
Province of Ontario settlement for the year	-	(33,964)	-
<b>Annual surplus</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Schedule 6 - Unorganized Territories/Indigenous Communities

### Statement of Operations

Year ended December 31, 2021, with comparative information for 2020

(Unaudited)

	<u>Budget</u>	<u>Total</u>	<u>Total</u>
	2021	2021	2020
<b>Revenue:</b>			
Province of Ontario			
Core	\$ 125,000	\$ 125,000	\$ 125,000
<b>Expenses:</b>			
Salaries	67,170	32,744	57,278
Employee benefits	19,350	5,949	15,744
Program material and supplies	26,480	77,878	39,882
Professional development	3,500	281	3,081
Travel	500	148	870
Professional and purchased services	-	-	150
Allocated costs	8,000	8,000	7,995
	125,000	125,000	125,000
<b>Annual surplus</b>	\$ -	\$ -	\$ -

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Schedule 7 - MOH/AMOH Compensation Initiative

### Statement of Operations

Year ended December 31, 2021, with comparative information for 2020

(Unaudited)

	Budget	Total	Total
	2021	2021	2020
<b>Revenue:</b>			
Province of Ontario			
Core	\$ 54,992	\$ 57,706	\$ 59,900
One-time funding	-	-	15,200
	<u>54,992</u>	<u>57,706</u>	<u>75,100</u>
<b>Expenses:</b>			
Salaries	46,623	46,765	55,254
Employee benefits	8,369	8,395	9,930
	<u>54,992</u>	<u>55,160</u>	<u>65,184</u>
Excess of revenue over expenses before items below	-	2,546	9,916
Province of Ontario settlement for the year	-	(2,546)	(3,249)
Member Municipality surplus to be transferred to municipal reserves	-	-	(6,667)
<b>Annual surplus</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Schedule 8 - One-Time Programs

### Statement of Operations

Year ended December 31, 2021, with comparative information for 2020

(Unaudited)

	Public Health Inspector Practicum 2021-2022		COVID-19 Case and Contact Management Project		Total		Total
	2021	2021	2021	2021	2021	2021	2020
	Budget	Actual	Budget	Actual	Budget	Actual	Actual
<b>Revenue:</b>							
Province of Ontario							
One-time funding	\$ -	\$ 2,494	\$ 24,062	\$ 8,054	\$ 24,062	\$ 10,548	\$ 431,110
Transfer from deferred revenue	-	7,506	-	15,120	-	22,626	-
Transfer to deferred revenue	-	-	-	-	-	-	(22,626)
	-	10,000	24,062	23,174	24,062	33,174	408,484
<b>Expenses:</b>							
Salaries	-	-	12,853	19,208	12,853	19,208	10,532
Employee benefits	-	-	1,156	3,966	1,156	3,966	132
Information technology	-	-	10,053	-	10,053	-	1,438
Professional and purchased services	-	-	-	-	-	-	756
Building and equipment	-	-	-	-	-	-	208,587
Program material and supplies	-	-	-	-	-	-	19,244
	-	-	24,062	23,174	24,062	23,174	240,689
Excess of revenue over expenses before items below	-	10,000	-	-	-	10,000	167,795
Capital expenditures	-	-	-	-	-	-	(199,359)
Province of Ontario settlement	-	(10,000)	-	-	-	(10,000)	(167,795)
<b>Annual surplus (deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (199,359)</b>

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Schedule 9 - Adult Dental

### Statement of Operations

Year ended December 31, 2021, with comparative information for 2020

(Unaudited)

	Budget	Total	Total
	2021	2021	2020
<b>Revenue:</b>			
Member municipalities	\$ 80,780	\$ 80,780	\$ 80,780
Program revenue	76,000	49,403	44,420
Miscellaneous income	3,000	-	-
Transfer from deferred revenue		19,797	22,390
Transfer to deferred revenue	-	(19,561)	(19,797)
	159,780	130,419	127,793
<b>Expenses:</b>			
Salaries	98,268	98,173	22,837
Employee benefits	20,893	22,668	4,500
Program material and supplies	33,250	7,797	2,410
Equipment	5,000	1,261	828
Professional development	1,869	520	75
Professional and purchased services	-	-	16,363
Office supplies	500	-	-
	159,780	130,419	47,013
<b>Excess of revenue over expenses before items below</b>			
	-	-	80,780
<b>Member Municipality surplus to be transferred to municipal reserves</b>			
	-	-	(80,780)
<b>Annual surplus</b>			
	\$ -	\$ -	\$ -

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Schedule 10 - Infection Prevention and Control Hub

### Statement of Operations

Year ended December 31, 2021, with comparative information for 2020

(Unaudited)

	Budget 2021	Total 2021	Total 2020
<b>Revenue:</b>			
Province of Ontario			
One-time funding	\$ 497,500	\$ 1,102,500	-
Transfer to deferred revenue	-	(630,496)	-
	497,500	472,004	-
<b>Expenses:</b>			
Salaries	407,260	395,740	-
Employee benefits	76,740	69,937	-
Professional development	3,750	5,625	-
Travel	1,125	702	-
Program material and supplies	3,750	-	-
Professional and purchased services	2,500	-	-
Equipment	2,000	-	-
Office supplies	375	-	-
	497,500	472,004	-
<b>Annual surplus</b>	\$ -	\$ -	-

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Schedule 11 - Falls Prevention

### Statement of Operations

Year ended December 31, 2021, with comparative information for 2020

(Unaudited)

	Budget	Total	Total
	2021	2021	2020
<b>Revenue:</b>			
Other grant revenues	\$ 100,000	\$ 79,084	\$ 100,000
Transfer from deferred revenue	-	17,641	5,105
Transfer to deferred revenue	-	(21,473)	(17,641)
	100,000	75,252	87,464
<b>Expenses:</b>			
Salaries	63,788	48,671	56,104
Employee benefits	18,667	12,123	8,065
Program material and supplies	17,545	13,437	21,362
Office supplies	-	737	558
Professional development	-	199	-
Travel	-	85	1,375
	100,000	75,252	87,464
<b>Annual surplus</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

## Schedule 12 - Miscellaneous Grants

### Statement of Operations

Year ended December 31, 2021, with comparative information for 2020  
(Unaudited)

	Budget		Total	
	2021		2021	2020
<b>Revenue:</b>				
Other grant revenues	\$ -	\$	310,170	\$ 180,166
Miscellaneous income	-		1,141	-
Transfer from deferred revenue	-		147,454	73,275
Transfer to deferred revenue	-		(126,284)	(147,454)
			332,481	105,987
<b>Expenses:</b>				
Salaries	-		61,422	77,305
Employee benefits	-		5,860	13,168
Professional and purchased services	-		227,584	1,188
Program material and supplies	-		37,615	13,381
Travel	-		-	945
			332,481	105,987
<b>Annual surplus</b>	<b>\$ -</b>	<b>\$</b>	<b>-</b>	<b>\$ -</b>



***"MAKING ONTARIO A SAFER PLACE FROM FIRE."***

**DATE:** August 8, 2022

**TO:** Ontario Fire Chiefs  
Municipal CAOs

**FROM:** Jon Pegg  
Chair, Fire Marshal's Public Fire Safety Council

**SUBJECT:** Firefighter Certification

---

On July 1, 2022, [O. Reg. 343/22: Firefighter Certification](#) came into force in the Province of Ontario.

Following the consultation period, the Fire Marshal's Public Fire Safety Council (FMPFSC) Board of Directors has been working with the Office of the Fire Marshal to understand the requirements of the certification regulation and its impact on Ontario's fire services. Over the course of the next 4 to 6 years, departments will be required to certify their members to the level of fire protection service established by their municipality.

It became apparent in our discussions and understanding of feedback provided throughout the regulation's consultation period that municipalities were seeking financial support to assist with the requirements under O. Reg. 343/22. Some departments will require online access to training material whereas others will be required to purchase textbooks to support their members in achieving certification.

Today, on behalf of the FMPFSC, I am pleased to announce the creation of a \$750,000 grant to support firefighter certification in Ontario. This grant will be provided over three years and is open to all Ontario fire departments who can demonstrate a need for educational materials to support training and certifying their members. The grant will be administered through the FMPFSC's Distribution Centre with details to follow on the application process and what materials will be eligible as part of this funding.

The FMPFSC has worked closely with both Jones and Bartlett and the International Fire Service Training Association (IFSTA) to provide a suite of both hard copy and online materials that will benefit the fire service in meeting the requirements of the regulation.

The Board and FMPFSC is honoured to be able to provide this funding to the fire service in Ontario and will continue to look for opportunities to give back to the Ontario fire service to continue to support a fire safe Ontario.

It would be appreciated if fire chiefs could share the news of this grant with their training officers and others so that thought can be given on what is needed at the local level to support training and certification.

Details on the grant application process will be available through Jamie Kovacs, Executive Director, in the coming weeks.

Sincerely,

Jon Pegg  
Chair

cc: Ontario Association of Fire Chiefs

July 26, 2022

To: Almaguin Municipal Trail Partners  
RE: Trans Canada Trail Sign Renewal on Old Nipissing Road

Discovery Routes is pleased to report that the Old Nipissing Road/ Trans Canada Trail (TCT) will be receiving new wayfinding signs from the ghost town of Seguin Falls to Nipissing Village this summer. Signage along this historic section of the TCT was last installed in 2015. Wayfinding signs are an important tool for the user experience as they guide and inform trail users that they are on the Trail. We hope that communities along the route will use the new signs as an opportunity to celebrate that your community is on the TCT and a part of the Discovery Routes network of trails and encourage residents to get out and discover all the region's trails.

In addition to signage, Discovery Routes would like to take the opportunity to encourage municipalities to take an active role to help revitalize stewardship of the Old Nipissing Ghost Road. Together with the Forgotten Trails Association and ACED, we are working to develop a Trail Stewardship Program. More details are forthcoming. Let us know if you are able to help recruit local volunteers to become trail stewards.

**What Discovery Routes is doing to build awareness of trail opportunities across Almaguin:**

- Partnership with ACED to ensure trail information is featured in Almaguin's marketing materials, the new ExploreAlmaguin.ca website, and across regional social media pages.
- Adventure Trails Map distributed throughout Almaguin Highlands
- Created Almaguin based cycling itineraries connecting local businesses and attractions to the trail experience: See Old Nipissing Ghost Road, Almaguin Spin and Farmstand 40 cycling experiences at [discoveryroutes.ca/experiences](https://discoveryroutes.ca/experiences)
- Supporting the Ghost Gravel cycling event
- Featured article in the Almaguin Highlands Community Guide "Taking the Road Less Paved" and curated trail listings in the guide
- Discoveryroutes.ca detailing 100's of kilometers of trails for hiking, cycling and paddling

**What the Municipality can do to help support a thriving trails network:**

- Encourage residents to become volunteer trail stewards
- Ensure up-to-date information on municipal websites regarding local trails and the TCT and link to [discoveryroutes.ca](https://discoveryroutes.ca) for more detailed trail information
- Keep Discovery Routes informed of any new trails or trail improvements so we can update our website and trail maps.

The signage renewal project is in line with Discovery Routes mission to collaborate with local partners to develop and promote trails that inspire active lifestyles connected to nature and outdoors while supporting the local economy. We look forward to continuing to work with you to support a thriving trails network.

Kind regards,  
Jennifer McCourt, Executive Director

CC. Dave Gray, Director of Economic Development, ACED





# MAGNETAWAN LIONS CLUB

BOX 250, MAGNETAWAN, ONTARIO P0A 1P0

July 2022

MUNICIPALITY OF  
MAGNETAWAN

AUG 08 2022

RECEIVED

Laura Brant and staff,

Just a quick note to say thank you and bravo for a job well done in organizing and hosting this years Canada Day Parade. The parade was well attended and coordinated. Coming out of the pandemic lock downs, it sure was a festive way to kick off summer in Magnetwan for permanent and seasonal residents.

As a Lion, I also wanted to express our appreciation for your enthusiasm of community activities.

Can't wait until next year, that includes the piper. Given I am President for another year please don't hesitate to reach out on next years parade or other community activities if you feel we can be of service.

Lion President Dave Antle

**Ministry of Tourism,  
Culture and Sport**

Assistant Deputy Minister  
Heritage, Tourism and Culture  
Division  
5th Flr, 400 University Ave  
Toronto ON M7A 2R9  
Tel. 416 314-7262

**Ministère du tourisme,  
de la culture et du sport**

Sous-ministre adjoint  
Division du patrimoine, du tourisme et de  
la culture  
5e étage, 400, av. University  
Toronto ON M7A 2R9  
Tél. : 416 314-7262



July 28, 2022

Laura Brandt  
Deputy Clerk Recreation and Communication  
The Municipality of Magnetawan  
4304 Hwy 520  
Magnetawan, ON P0A 1P0  
lbrandt@magnetawan.com

Re: Application #2022-01-1-1659000604

Dear Ms. Brandt,

Thank you for your application to the Reconnect Ontario 2022 program.

Following a detailed review of your application for Dinner and a Movie Series, I am writing to inform you that your event has not been approved for funding.

Reconnect Ontario 2022 was very competitive, with the highest number of applications submitted in the program's history. All applications were assessed based on the strength of the proposal against program criteria and, as such, not all applications can be supported. There is no appeal process for unsuccessful applicants to the program, however ministry staff are available to discuss how to strengthen your application for future years.

You will be notified via email when the 2023 festival and event grant program launches, at which time a tourism advisor would be pleased to consult with you on submitting a competitive application.

Wishing you success in your future events.

Sincerely,

A handwritten signature in black ink, appearing to read "K. Kelly Gatten".

Katherine Kelly Gatten  
Assistant Deputy Minister

# Municipality of Magnetawan



August 2022 Newsletter



## PLANNING AND ZONING UPDATE

We are seeing a lot of interest from residents and prospective purchasers of properties. We encourage you if you are looking to sell your property to purchase a **Property Information Report** from the Municipality to

help you and your listing agent be informed about what you can and cannot do on the property as well as confirmation of any building related aspects. **Did you know that you can find the zoning of the property you are looking for through our interactive mapping on our website?** Go to Residents → Planning & Development → Magnetawan Mapping. The Municipality has held a Public Meeting regarding Short Term Accommodations in July and are still garnering public input on how they would like the Municipality to handle Short Term Accommodations. We invite residents to fill out our survey on the Municipal Website or send their comments to [planning@magnetawan.com](mailto:planning@magnetawan.com)

**The Municipality's Zoning By-law & Official Plan Review is still underway. In order to keep up to date with where we are in the process and how you can be involved, please register for our e-mail mailing list on the Municipal website.**

Congratulations to **MARILYN RAAFLAUB** Magnetawan's Super Senior and the Ontario Provincial Senior of the Year for 2022. Thank You Marilyn for everything that you have done and continue to do for our community!



## 2022 MUNICIPAL ELECTION HAVE YOUR SAY!

The **2022 Ontario Municipal and School Board Election** is on **October 24, 2022**. Voters will have the convenience of choosing to vote by **MAIL, TELEPHONE, or INTERNET**. **Want to stay informed? Visit our website to get up to date information!**



## Private Road Grant:

Applications are now being accepted for the 2022 Private Road Grant with a deadline of November 10, 2022. **Please Note, Roads must be privately maintained to be eligible.** For more information, please visit our website.

## Building Permit Reminders!

Please ensure you obtain a building permit before you build or renovate. When in doubt give the building department a shout! By phone at (705) 387-4029 or by email at [cbo@magnetawan.com](mailto:cbo@magnetawan.com)



**How to Pay?** You can pay your tax bill through your online banking by adding us as a payee and using your 19-digit roll number as your account number. You can also visit your bank and pay directly through a teller. If you would like to pay by credit card you can use the payment service "Plastiq" found on our website. Please keep in mind that payments made online, at your bank and using "Plastiq" can take up to five (5) business days to process and if you are paying for multiple properties, please **ensure each roll number is paid individually**. Also, Cash, or cheques are accepted at the office, in person or through our drop box located at the front of the building (facing Highway 520). You can also mail your cheque. Please remember if paying by cash or cheque in person that you bring your tax installment notice so, we can identify the property that the payment will be applied to **OR** please ensure all roll numbers are written on your cheque.



Applications are available online on our applications and licensing page on our website at [www.magnetawan.com](http://www.magnetawan.com) or by reaching out to the Municipal Office at (705) 387-3947 or by email at [info@magnetawan.com](mailto:info@magnetawan.com)

The Municipal Office is located at

4304 Highway 520, Magnetawan,  
Ontario POA 1P0  
705-387-3947

Please visit our website at [www.magnetawan.com](http://www.magnetawan.com)  
or email us at [info@magnetawan.com](mailto:info@magnetawan.com)

and  Like The Municipality of Magnetawan on Facebook!

## Property tax due dates for 2022:

For 2022, the payment dates for your property taxes are on the 23rd day of March, June, September, November.



Visit our website for more information  
[magnetawanlibrary.com](http://magnetawanlibrary.com)  
Or call (705) 387-4411

## Council Meetings

Council generally meets every third Wednesday at 1:00 p.m.

As always Council agendas and meeting dates are posted on our website for your convenience!



HAVE A QUESTION?

WANT TO KNOW THE FACTS?

CHECK OUT OUR NEW DID YOU KNOW FREQUENTLY ASKED QUESTIONS PAGE ON OUR WEBSITE!

Have you moved or changed your mailing address? Mailing address changes must be submitted in writing. Please also remember to notify MPAC directly of your address change.

## Quick Links

Explore  
Government  
Residents  
News  
Join Our Mailing List  
Privacy Policy

## Read All About It!!!

Want to be the first to hear about Municipal News and Events? Join our Mailing List! Visit our website at [www.magnetawan.com](http://www.magnetawan.com) You can find the **JOIN OUR MAILING LIST** on the bottom of the **HOME PAGE** under **QUICK LINKS**. Do not forget to confirm your subscription!! (If you do not receive a confirmation email, check your **JUNK MAIL!**)

**Do you have a Trailer you are using on your property?** Did you know that using a trailer on your property requires a trailer license and permitted zoning whether your property is vacant or has a residence? Trailer By-law 2019-25 only permits trailers on properties zoned Rural Residential (RR), Agricultural (A) and Rural (RU) with a valid Trailer License. Annual trailer licenses are issued from May 1<sup>st</sup> to November 30<sup>th</sup> and are \$750. Monthly licenses can be purchased for \$150/month for a maximum of 3 months in a calendar year.



**What's going on over there Magnetawan?** The Municipality is working



on many capital projects in 2022 including upgrades to the roof at the Municipal Office/Community Centre, replacing/repairing the boat ramp, and docks located on the Lake Cecebe side of the Locks/Heritage Museum Centre and the replacement of the Pavilion

Boards at the Lions' Pavilion! Make sure to watch for updates or for more information, **please email [info@magnetawan.com](mailto:info@magnetawan.com)**

## From our Roads Department

**Snow Removal:** Did you know? That the placement and/or depositing of snow on roadways from a private driveway is dangerous and prohibited under the *Ontario Highway Traffic Act* (R.S.O. 1990, c. H.8, c. 181).

**Parking:** To ensure all roads are clear of snow, any parking on any municipal roads is prohibited from November 1 to April 15.



**Mailboxes:** It is the responsibility of the owner of the mailbox to clear the snow away so that Canada Post has access. Heavy wet snow and ice can have enough force to damage a mailbox, but this damage is outside of the snowplow operator's control and responsibility. Please ensure that your mailbox is securely attached to a post embedded into the ground. The Municipality will only replace mailboxes that are physically damaged by the plow itself not thrown snow. Any other damages are the responsibility of the owner. Costs to repair a plow damaged by reinforced mailboxes will be the responsibility of the landowner. **Contact Scott Edwards, Public Works Superintendent at (705) 349-3034 or by email at [publicworks@magnetawan.com](mailto:publicworks@magnetawan.com)**

## From Fire Chief Derek Young



I would like to introduce myself as your new Fire Chief. I have had the pleasure of serving on the department for thirteen (13) years and as the Deputy Chief for the past two (2) years. I look forward to my new role as Fire Chief and meeting as many of our residents as I can. Heading into the fall season is a great time to start planning for a fire safe winter. Start by booking your inspections/maintenance of your heating appliance(s), check the area around all exhaust pipes/ducts to confirm no overgrowth of vegetation or other debris. It is also a great time to confirm you have the appropriate amount of smoke and carbon monoxide alarms as required and that they are not expired. **If you require any assistance or would like more information, please contact Fire Chief Derek Young [fire@magnetawan.com](mailto:fire@magnetawan.com) or (705) 349-8477**

We want to hear from you !! Ideas and/or opinions?

Contact us at (705) 387-3947 or at [info@magnetawan.com](mailto:info@magnetawan.com)

[www.magnetawan.com](http://www.magnetawan.com)

**Witnessed Illegal Dumping?**  
**Please contact us**  
**at the Municipal Office**  
**(705) 387-3947**

**Violators will be guilty of a Provincial Offence, subject to a maximum penalty of \$5,000 and a day in court**

## LANDFILL HOURS

**SUMMER - Begins Saturday of May Long Weekend**

Landfills regularly scheduled to be OPEN during the Summer will be OPEN on Statutory Holidays

**CHAPMAN SITE 259 Rocky Road**  
8am to 4pm  
Sunday Monday Saturday

**CROFT 218 25<sup>TH</sup> & 26<sup>TH</sup> Side Road**  
8am to 4pm  
Sunday Tuesday Friday Saturday

**WINTER - Begins Tuesday after Thanksgiving Weekend**  
Closed all Statutory Holidays

**CHAPMAN SITE 259 Rocky Road**  
8am to 4pm  
Sunday Monday

**CROFT 218 25<sup>TH</sup> & 26<sup>TH</sup> Side Road**  
8am to 4pm  
Tuesday Friday Saturday

**GREAT NEWS!**  
**THE CHAPMAN AND CROFT LANDFILL REUSE CENTRES ARE NOW OPEN!!**

Items accepted into the Reuse Centre are at the sole discretion of the Landfill Attendant

Tipping Fees still apply on donated items if applicable





# ICYMI In Case You Missed It! Council Highlights July 27, 2022

To read the complete minutes, agenda packages and by-laws please visit our website at [www.magnetawan.com](http://www.magnetawan.com)



Council passed resolutions 2022-203, 2022-204, and 2022-205 awarding RFP 2022-06 Winter Sand to A. Miron Topsoil Ltd., RFP 2022-07 Surface Treatment (Double Lift Tar & Chip) to Duncor Enterprises Ltd., and RFP 2022-08 Slurry Seal Surface Treatment to Duncor Enterprises Ltd. To view the full Request for Proposals visit our RFP & Tenders page under Government on our website!

Council held a Town Hall to discuss Short Term Rentals. Council and Staff would like to thank everyone who has emailed public comments, filled out surveys, attended our two official plan and zoning by-law review open houses and attended our town hall. We appreciate your input! To view the presentation from the Town Hall, visit our Home Page and click on the red call out bar!



Council passed resolution 2022-211 receiving the correspondence MADD Message Yearbook Advertising Information and approved a business card sized ad for the 2022 campaign.

That you can get Municipal News directly emailed to you? Sign up for the mailing list on our website (bottom of our home page) Don't forget to confirm your subscription!



**SAVE THE DATE**

The next meeting of Council is August 17, 2022, at 1:00 pm at the Magnetawan Community Centre

Questions? Concerns? Ideas? Contact the Municipal Office at (705) 387-3947

or by email at [info@magnetawan.com](mailto:info@magnetawan.com)

Council Approval Accounts Payable and Payroll

Meeting Date: Aug 17/22

Accounts Payable	Amount
Batch # 107	\$ 209,223.86
Cheque Date:	
Cheque Numbers	
From: 23197 To: 23199	
Batch # 109	\$ 406,407.78
Cheque Date:	
From: 23200 To: 23274	
EFT	
Batch # 111	\$ 53,990.48
Total Accounts Payable	\$
Cancelled Cheques <del>#23025</del> DUPLICATE PAYMENT	(<del>169.90</del>)
<b>Payroll</b>	
Staff Pay	\$ 58,298.61
Pay Period: # 15	
Direct deposit and	
Cheque # 23183 to # 23196	
Staff Pay	\$
Pay Period: #	
Direct deposit and	
Cheque # to #	
Council Pay	
Pay Period: # 15	
All Direct deposit	\$ 4698.77
Total Payroll	\$ 62,997.38
Total for Resolution	\$ 732,449.60

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

AP5130 Page : 1  
 Date : Aug 10, 2022 Time : 11:51 am

Vendor : 01009 To 30000  
 Batch : 107 To 111  
 Department : All

Cheque Print Date : 01-Jan-2022 To 17-Aug-2022  
 Bank : 0099 To 1  
 Class : All

Vendor Invoice	Vendor Name Description				GL Account Name	Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3					
<b>DEPARTMENT 1000 LIABILITIES</b>								
01069	<b>BROOKS GEORGE</b>							
2022	<b>ENTRANCE PERMIT DEPOSIT REFUND</b>							
1-2-1000-1083					Entrance Security Deposits	109 08-Aug-2022	08-Aug-2022	500.00
03082	<b>CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 1813</b>							
JULY 2022	<b>JULY 31/22 UNION DUES</b>							
1-2-1000-1044					Union dues payable	107 29-Jul-2022	29-Jul-2022	968.66
13028	<b>MADD MESSAGE YEARBOOK</b>							
2022	<b>BUSINESS CARD SIZE YEARBOOK AD</b>							
1-4-1000-5018					COUNCIL - Donations	107 27-Jul-2022	29-Jul-2022	299.00
15060	<b>OFFICE OF THE PUBLIC GUARDIAN</b>							
2022	<b>A/C 970283023 CHAPMAN</b>							
1-2-1000-1011					A/P-Public Trustee	109 08-Aug-2022	08-Aug-2022	980.00
15061	<b>OFFICE OF THE PUBLIC GUARDIAN AND TRUSTEE</b>							
JULY 2022	<b>A/C 970240023 AHMIC</b>							
1-2-1000-1011					A/P-Public Trustee	109 08-Aug-2022	08-Aug-2022	100.00
15062	<b>OFFICE OF THE PUBLIC GUARDIAN AND TRUSTEE</b>							
JULY 2022	<b>A/C 970534023 SPENCE</b>							
1-2-1000-1011					A/P-Public Trustee	109 08-Aug-2022	08-Aug-2022	400.00
<b>Department Totals :</b>								<b>3,247.66</b>

<b>DEPARTMENT 1100 ACCOUNTS RECEIVABLE</b>								
05016	<b>ECOVUE CONSULTING SERVICES</b>							
22-2125-401	<b>STEVANUS MV</b>							
1-1-1100-2019					A/R - Stevanus	109 31-Jul-2022	17-Aug-2022	328.18
13110	<b>M.I.S. MUNICIPAL INSURANCE SERVICES LTD.</b>							
JLTPS-297LAC	<b>INSURANCE POLICY JULY 30/22 - JULY 30/23</b>							
1-1-1100-1010					A/R-Magnetawan Friendship Club	107 28-Jul-2022	29-Jul-2022	1,463.40
1-1-1100-1182					Amount Receivable Other			3,954.44
13330	<b>MHBC PLANNING LIMITED</b>							
5026776	<b>MAGNETAWAN - CAMP KLAHANIE</b>							
1-1-1100-1139					A/R - Klahanie Campers Corporation	109 17-Jun-2022	17-Aug-2022	555.40
5026777	<b>JAMES - 156 SPARKS ST - ZBA</b>							
1-1-1100-2014					A/R - C James ZBLA	109 17-Jun-2022	17-Aug-2022	4,796.68
5026779	<b>JAMES - 331 HUGHES LAKE RD</b>							
1-1-1100-1170					A/R - Planning Opinion Deposits	109 17-Jun-2022	17-Aug-2022	110.18
5026780	<b>MAIN HUTCHESON - 1113 MILLER RD</b>							
1-1-1100-1178					A/R - Robert Main-Road Exchange	109 17-Jun-2022	08-Aug-2022	1,165.60
5026781	<b>KADAS - 778 NIPISSING RD SOUTH</b>							
1-1-1100-1130					A/R - Kadas	109 17-Jun-2022	08-Aug-2022	192.10
5026782	<b>88 BAKER RD - SANDRA BROWN</b>							
1-1-1100-1170					A/R - Planning Opinion Deposits	109 17-Jun-2022	08-Aug-2022	555.96
5026783	<b>STEVENS - 6 COBALT LANE</b>							
1-1-1100-1167					A/R - S Stevens and L Maunu	109 17-Jun-2022	17-Aug-2022	474.60
5026980	<b>HARRIS &amp; SUTTON - CON 4 PT LOT 14 - CONSENT</b>							
1-1-1100-1171					A/R - Harris	109 21-Jul-2022	17-Aug-2022	58.76
5026984	<b>BECHTEL - CONCESSION 1 LOT 10</b>							
						109 21-Jul-2022	17-Aug-2022	

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

AP5130

Page : 2

Date : Aug 10, 2022

Time : 11:51 am

Vendor : 01009 To 30000  
 Batch : 107 To 111  
 Department : All

Cheque Print Date : 01-Jan-2022 To 17-Aug-2022  
 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			
<b>DEPARTMENT 1100 ACCOUNTS RECEIVABLE</b>							
1-1-1100-1175				A/R - D Bechtel Previously Noll			1,227.75
5026985	STEVENS - 6 COBALT LANE				109 21-Jul-2022	17-Aug-2022	
1-1-1100-1167				A/R - S Stevens and L Maunu			557.66
5026986	MORRIS - LOT 5, CONCESSION 8				109 21-Jul-2022	17-Aug-2022	
1-1-1100-1170				A/R - Planning Opinion Deposits			506.81
5026987	13829103 ONTARIO INC. - 9 MILLER RD				109 21-Jul-2022	17-Aug-2022	
1-1-1100-1170				A/R - Planning Opinion Deposits			557.94
5026988	KIM - LOT 18, CONCESSION 7				109 21-Jul-2022	17-Aug-2022	
1-1-1100-1170				A/R - Planning Opinion Deposits			565.00
<b>19134 TOWNSHIP OF STRONG</b>							
2022-00016	ELECTION AD'S				109 25-Jul-2022	08-Aug-2022	
1-4-1100-2010				ELECTION - Materials/Supplies			476.41
<b>Department Totals :</b>							<b>17,546.87</b>

<b>DEPARTMENT 1200 ADMINISTRATION</b>							
<b>02013 BELL MOBILITY</b>							
519949447	JUI CELL PHONE CHARGES				109 09-Jul-2022	08-Aug-2022	
1-4-1200-2052				ADMIN - Cell Telephone			438.74
<b>02071 BEATTY PRINTING</b>							
50143	ERICA KELLOGG - BUSINESS CARDS				109 29-Jul-2022	08-Aug-2022	
1-4-1200-2010				ADMIN - Office & Maintenance Supplies			96.05
<b>03039 CGIS CENTRE</b>							
44743	SLIMS SERVICE CONTRACT JULY 1 - SEPT 30/22				109 01-Jul-2022	08-Aug-2022	
1-4-1200-2030				ADMIN - CGIS Services			5,323.99
<b>03184 COMPUTER TECH CD</b>							
1853	MONTHLY SERVER CONTRACT JAN 15 - FEB 15/22				109 15-Jan-2022	08-Aug-2022	
1-4-1200-2130				ADMIN - Computer expenses			301.71
1887	MONTHLY SERVER CONTRACT MAR 15 / APRIL 15/22				109 16-Mar-2022	08-Aug-2022	
1-4-1200-2130				ADMIN - Computer expenses			301.71
1972	MONTHLY SERVER CONTRACT JULY 15 - AUG 15/22				109 20-Jul-2022	08-Aug-2022	
1-4-1200-2130				ADMIN - Computer expenses			301.71
1983	BACKUP AND UPDATE PHONE SYSTEM				109 02-Aug-2022	08-Aug-2022	
1-4-1200-2130				ADMIN - Computer expenses			100.57
<b>13110 M.I.S. MUNICIPAL INSURANCE SERVICES LTD.</b>							
JLTPS-297LAC	INSURANCE POLICY JULY 30/22 - JULY 30/23				107 28-Jul-2022	29-Jul-2022	
1-4-1200-2120				ADMIN - Insurance			39,134.65
<b>19055 STAPLES BUSINESS ADVANTAGE</b>							
60146695	SUPPLIES				109 08-Aug-2022	08-Aug-2022	
1-4-1200-2010				ADMIN - Office & Maintenance Supplies			331.11
60151416	COPY PAPER				109 03-Aug-2022	08-Aug-2022	
1-4-1200-2010				ADMIN - Office & Maintenance Supplies			217.37
<b>19083 SELECTCOM</b>							
207552-02	JULY 2022 LONG DISTANCE CHARGES				109 01-Aug-2022	08-Aug-2022	
1-4-1200-2050				ADMIN - Telephone			732.04
<b>23086 XEROX CANADA LTD</b>							
85597631	JUNE 2022 COPYING EXPENSES				109 30-Jun-2022	08-Aug-2022	



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<b>DEPARTMENT 1200 ADMINISTRATION</b>							
1-4-1200-2140				ADMIN - Copying Expenses			337.70
<b>Department Totals :</b>							<b>47,617.35</b>

<b>DEPARTMENT 1300 TREASURY</b>							
02071				BEATTY PRINTING			
50085				AUG/22 NEWS LETTER	109 18-Jul-2022	08-Aug-2022	
1-4-1300-2010				TREAS - Taxation Materials			618.11
13086				MINUTEMAN PRESS			
19225				2,00 #10 WINDOW ENVELOPES	109 29-Jul-2022	08-Aug-2022	
1-4-1300-2010				TREAS - Taxation Materials			481.95
19056				STINSON ELECTRICAL INC.			
15551				INSTALLATION OF OF GENERATOR AT AHMIC FIRE HALL	109 30-Jun-2022	17-Aug-2022	
1-4-1300-2025				TREAS - Covid 19 Safe Restart Expenses			7,260.25
<b>Department Totals :</b>							<b>8,360.31</b>

<b>DEPARTMENT 1400 OTHER ASSETS</b>							
05074				2757986 ONTARIO INC			
2263				50% DEPOSIT PRE PAID FOR CANADA DAY 2023 EVENT	109 08-Aug-2022	17-Aug-2022	
1-1-1400-1250				Prepaid Expenses			1,073.50
13110				M.I.S. MUNICIPAL INSURANCE SERVICES LTD.			
JLTPS-297LAC				INSURANCE POLICY JULY 30/22 - JULY 30/23	107 28-Jul-2022	29-Jul-2022	
1-1-1400-1250				Prepaid Expenses			118,147.38
<b>Department Totals :</b>							<b>119,220.88</b>

<b>DEPARTMENT 1500 ASSET MANAGEMENT</b>							
16235				THE PUBLIC SECTOR DIGEST INC.			
17658				INTERIM AM COORDINATOR SUPPORT	109 31-Jul-2022	17-Aug-2022	
1-4-1500-4010				ASSET - Contracts			452.00
<b>Department Totals :</b>							<b>452.00</b>

<b>DEPARTMENT 2000 FIRE DEPARTMENT</b>							
03103				CARRIER EMERGENCY VEHICLES			
00083				PUMP & LADDER TESTING	109 15-Jul-2022	08-Aug-2022	
1-4-2000-7134				FD - Equipment Testing			2,456.06
05096				KEVIN NOAIK			
22				FIRE DEPARTMENT ID TAGS	109 24-Jul-2022	08-Aug-2022	
1-4-2000-1410				FD - Volunteer Training Expenses			55.00
07093				GLOBAL INDUSTRIAL CANADA			
676012				MEDICAL SUPPLIES	109 09-Aug-2022	17-Aug-2022	
1-4-2000-2010				FD - Materials & Supplies/licences/medic			881.16
13009				MAGNETAWAN GRILL AND GROC			
231151				ICE	109 01-Jul-2022	17-Aug-2022	
1-4-2000-1410				FD - Volunteer Training Expenses			21.00
236351				WATER	109 22-Jul-2022	17-Aug-2022	
1-4-2000-1410				FD - Volunteer Training Expenses			21.00

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G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 2000 FIRE DEPARTMENT</b>					
238240	ICE		109 30-Jul-2022	17-Aug-2022	
1-4-2000-1410					21.00
					FD - Volunteer Training Expenses
238598	ICE		109 31-Jul-2022	17-Aug-2022	
1-4-2000-1410					7.00
					FD - Volunteer Training Expenses
27072022	FIRE TRAINING LUNCH		109 09-Aug-2022	17-Aug-2022	
1-4-2000-1410					35.42
					FD - Volunteer Training Expenses
13076	MINISTER OF FINANCE				
281005221057	MNR FOREST AND EMERGENCY SERVICES PAYMENT AND FINANCE CHARGES		109 09-May-2022	08-Aug-2022	
1-4-2000-7230					9,433.12
					FD - MNR Fire Protection
1-4-2000-7230					15.56
					FD - MNR Fire Protection
13110	M.I.S. MUNICIPAL INSURANCE SERVICES LTD.				
JLTPS-297LAC	INSURANCE POLICY JULY 30/22 - JULY 30/23		107 28-Jul-2022	29-Jul-2022	
1-4-2000-4020					9,587.03
					FD - Insurance
13334	M&L SUPPLY FIRE & SAFETY				
008955	ELBOW AND AIR BLEEDER GATE VALVE		109 27-Aug-2021	08-Aug-2022	
1-4-2000-2018					1,230.60
					FD - PPE & Fire Supplies
010994	FIRE BOOTS RETURNED CREDIT		109 14-Feb-2022	08-Aug-2022	
1-4-2000-2018					-1,278.03
					FD - PPE & Fire Supplies
012847	HOSE ADAPTORS		109 05-Jul-2022	08-Aug-2022	
1-4-2000-2018					471.92
					FD - PPE & Fire Supplies
15050	HYDRO ONE NETWORKS				
200198935146	226 SIDE RD 15/16 N		109 29-Jul-2022	08-Aug-2022	
1-4-2000-2029					35.45
					FD - Hydro - 226 15th & 16th Side Rd N
18070	TOWNSHIP OF RYERSON				
2022-037	FIRST AID TRAINING		109 21-Jul-2022	08-Aug-2022	
1-4-2000-1410					580.00
					FD - Volunteer Training Expenses
<b>Department Totals :</b>					<b>23,573.29</b>

<b>DEPARTMENT 2006 FIRE AHMIC STATION</b>					
03081	CANADOOR DOOR SYSTEMS				
39396997	REPAIRS TO FIRE HALL DOORS		109 14-Jul-2022	08-Aug-2022	
1-4-2006-2030					1,079.58
					AHMIC STATION - Hydro
15050	HYDRO ONE NETWORKS				
200198932621	60 AHMIC ST		109 02-Aug-2022	17-Aug-2022	
1-4-2006-2030					30.85
					AHMIC STATION - Hydro
<b>Department Totals :</b>					<b>1,110.43</b>

<b>DEPARTMENT 2110 BUILDING- VEHICLE</b>					
20083	TRACKMATICS INC				
38786	BUILDING DEPT. GPS TRACKING		109 05-Aug-2022	17-Aug-2022	
1-4-2110-2045					39.55
					CBO Vehicle - GPS monitoring and data
<b>Department Totals :</b>					<b>39.55</b>

<b>DEPARTMENT 2200 BYLAW ENFORCEMENT</b>					
04031	DEEVEY CAITLIN A				
M00000413	JULY 11-24/22 MILEAGE AND CELL PHONE		109 25-Jul-2022	08-Aug-2022	

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G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 2200 BYLAW ENFORCEMENT</b>					
1-4-2200-2025	BLEO - Mileage				20.00
1-4-2200-1010	BLEO - Wages and benefits				104.61
M00000418	JULY 25 - AUG 5/22 MILEAGE AND CELL PHONE	109	08-Aug-2022	17-Aug-2022	
1-4-2200-1010	BLEO - Wages and benefits				176.90
1-4-2200-2010	BLEO - Materials/Supplies				20.00
<b>15083 ONTARIO SPCA AND HUMANE SOCIETY</b>					
009104	JULY 1 - SEPT 30/22 ANIMAL CONTROL	109	22-Jul-2022	08-Aug-2022	
1-4-2200-2016	BLEO - Animal Control Expenses				99.48
<b>Department Totals :</b>					<b>420.99</b>

<b>DEPARTMENT 2500 PROTECTION TO PERSONS &amp; PROPERTY</b>					
<b>13073 MINISTER OF FINANCE</b>					
302107221329	JUNE 2022 OPP BILLING	109	31-Jul-2022	08-Aug-2022	
1-4-2500-2010	PROTECT - Policing Costs				39,593.00
<b>19145 SIGNCRAFT CANADA INC.</b>					
1764	911 SIGN NUMBER DECALS	109	18-Jul-2022	08-Aug-2022	
1-4-2500-2030	PROTECT - 911				395.50
<b>Department Totals :</b>					<b>39,988.50</b>

<b>DEPARTMENT 2600 RECREATION</b>					
<b>09093 PAUL JENNY</b>					
5	JULY 4,11,18,25/22 CARDIO CLASSES	109	01-Aug-2022	08-Aug-2022	
1-4-2600-2400	REC - Recreation				400.00
<b>12074 BRANDT LAURA</b>					
JULY 18/22	MILEAGE FOR GEOCACHE	109	19-Jul-2022	08-Aug-2022	
1-4-2600-2400	REC - Recreation				50.57
JULY/22	JULY 25/22 MILEAGE	109	25-Jul-2022	17-Aug-2022	
1-4-2600-2015	REC - Events				27.09
<b>16081 PRIMEAU MULTIMEDIA LTD</b>					
14703	DRIVE-IN CINEMA JULY 29 & 30/2022	109	01-Jun-2022	08-Aug-2022	
1-4-2600-2015	REC - Events				9,768.90
<b>Department Totals :</b>					<b>10,246.56</b>

<b>DEPARTMENT 3011 BRIDGES &amp; CULVERTS</b>					
<b>06050 FOWLER CONSTRUCTION COMPANY</b>					
59175	B GRAVEL	109	09-Jul-2022	08-Aug-2022	
1-4-3011-2010	A - Materials/Supplies				175.75
59854	7/8 GRANITE CRUSHER RUN	109	23-Jul-2022	08-Aug-2022	
1-4-3011-2010	A - Materials/Supplies				2,586.32
<b>08002 GREER GALLOWAY CONSULTING ENGINEERS</b>					
26317	CULVERT 11 PROJECT	109	14-Jul-2022	08-Aug-2022	
1-4-3011-8000	A - Culvert/Bridges- Capital				1,058.11
<b>13229 A MIRON TOPSOIL LTD</b>					
1273	GRAVEL	109	06-Jul-2022	08-Aug-2022	
1-4-3011-2010	A - Materials/Supplies				193.64
<b>19145 SIGNCRAFT CANADA INC.</b>					

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DEPARTMENT 3011		BRIDGES & CULVERTS					
1758	CULVERT 11 SIGNAGE				109 22-Jul-2022	17-Aug-2022	
1-4-3011-8000				A - Culvert/Bridges- Capital			543.53
19229	SUNBELT RENTALS						
74854696-0001	CULVERT SUPPLIES				109 20-Jul-2022	17-Aug-2022	
1-4-3011-2010				A - Materials/Supplies			118.38
<b>Department Totals :</b>							<b>4,675.73</b>

DEPARTMENT 3021		GRASS MOWING					
10026	JOHNSTON CALVIN						
8	ROADSIDE MOWING				109 01-Aug-2022	08-Aug-2022	
1-4-3021-4010				B1 - Contracts			11,865.00
<b>Department Totals :</b>							<b>11,865.00</b>

DEPARTMENT 3023		DITCHING					
19008	SDB TRUCK & EQUIPMENT REPAIRS						
12477	ONSITE SERVICE CALL TO REPAIR EXCAVATOR				109 26-Jul-2022	08-Aug-2022	
1-4-3023-3015				B3 - Rented Equipment-Excavator			339.00
20086	TRI-CITY EQUIPMENT						
97965	EXCAVATOR RENTAL				109 03-Jul-2022	08-Aug-2022	
1-4-3023-3015				B3 - Rented Equipment-Excavator			8,141.93
<b>Department Totals :</b>							<b>8,480.93</b>

DEPARTMENT 3042		GRADING					
10026	JOHNSTON CALVIN						
7	HIRED GRADER JULY 21,22,25/22				109 01-Aug-2022	08-Aug-2022	
1-4-3042-4010				D2 - Contracts			3,525.60
<b>Department Totals :</b>							<b>3,525.60</b>

DEPARTMENT 3043		DUST CONTROL					
16200	POLLARD DISTRIBUTION INC						
6655	DUSTMASTER 35				109 08-Jul-2022	08-Aug-2022	
1-4-3043-2010				D3 - Materials/Supplies			14,262.90
1-4-3043-4010				D3 - Contracts			7,025.02
<b>Department Totals :</b>							<b>21,287.92</b>

DEPARTMENT 3045		GRAVEL					
20086	TRI-CITY EQUIPMENT						
97960	HAMM SMOOTH ROLLER RENTAL				109 03-Jul-2022	08-Aug-2022	
1-4-3045-3015				D5 - Equipment Rental-Other			4,149.36
<b>Department Totals :</b>							<b>4,149.36</b>

DEPARTMENT 3101		OVERHEAD					
13110	M.I.S. MUNICIPAL INSURANCE SERVICES LTD.						
JLTPS-297LAC	INSURANCE POLICY JULY 30/22 - JULY 30/23				107 28-Jul-2022	29-Jul-2022	
1-4-3101-4020				Li Insurance			16,963.38

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G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 3101 OVERHEAD</b>					
<b>13175 CEDAR SIGNS</b>					
2022/1473 STOP SIGNS			109 13-May-2022	08-Aug-2022	
1-4-3101-2350	J - Signage				708.79
2022/2582 SCHOOL BUS SIGNAGE			109 17-Jul-2022	08-Aug-2022	
1-4-3101-2350	J - Signage				335.25
2022/2759 JOHN ST - SIGN			109 27-Jul-2022	08-Aug-2022	
1-4-3101-2350	J - Signage				74.83
<b>13240 JIM MOORE PETROLEUM</b>					
500508 CLEAR DIESEL			109 14-Jul-2022	17-Aug-2022	
1-4-3101-2022	J - Clear Diesel Inventory Clearing				1,915.53
500509 DYED DIESEL			109 14-Jul-2022	17-Aug-2022	
1-4-3101-2023	J - Dyed Diesel Inventory Clearing				811.17
500527 PREMIUM GASOLINE			109 14-Jul-2022	17-Aug-2022	
1-4-3101-2021	J - Premium Gasoline Inventory Clearing				1,769.79
600930 CLEAR DIESEL			109 20-Jul-2022	17-Aug-2022	
1-4-3101-2022	J - Clear Diesel Inventory Clearing				1,772.26
600931 DYED DIESEL			109 20-Jul-2022	17-Aug-2022	
1-4-3101-2023	J - Dyed Diesel Inventory Clearing				155.99
601024 PREMIUM GASOLINE			109 21-Jul-2022	17-Aug-2022	
1-4-3101-2021	J - Premium Gasoline Inventory Clearing				795.89
<b>15050 HYDRO ONE NETWORKS</b>					
20032498809 J 18 MILLER RD - NEW GARAGE			109 25-Jul-2022	17-Aug-2022	
1-4-3101-2030	J - Hydro				514.24
<b>18016 REMPEL PETER F</b>					
88629 REIMBURSEMENT FOR RAIN COAT			109 19-May-2022	08-Aug-2022	
1-4-3101-2020	J - Safety Supplies				101.68
<b>19007 SERVICE 1 MUFFLERS &amp; MORE</b>					
80496 BULLDOZER PARTS			109 19-Jul-2022	17-Aug-2022	
1-4-3101-2400	J - Building Maintenance				114.08
<b>19037 SLING-CHOKER MFG. (NORTH BAY) LTD.</b>					
94337 LANDFILL RAINSUITS - PROTECTIVE CLOTHING			109 21-Jul-2022	17-Aug-2022	
1-4-3101-2020	J - Safety Supplies				65.29
<b>19145 SIGNCRAFT CANADA INC.</b>					
1748 LANDFILL SIGNAGE			109 15-Jul-2022	08-Aug-2022	
1-4-3101-2350	J - Signage				525.45
<b>Department Totals :</b>					<b>26,623.62</b>

<b>DEPARTMENT 3211 GRADER - 2012 JOHN DEERE</b>					
<b>01140 ARNSTEIN INDUSTRIAL EQUIPMENT LIMITED</b>					
02-122614 GRADER PARTS			109 19-Jul-2022	08-Aug-2022	
1-4-3211-2070	GR - Repairs & Maintenance				87.91
<b>08084 HUBB CAP</b>					
744361 GRADER BLADE			109 11-May-2022	08-Aug-2022	
1-4-3211-2070	GR - Repairs & Maintenance				2,477.41
<b>Department Totals :</b>					<b>2,565.32</b>

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G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 3216 BACK HOE #3 - 2005 CASE 580 4WD</b>					
<b>01033 AGRICULTURE FORESTRY CONSTRUCTION INC</b>					
2750	REPAIRED HYDRAULIC LEAK ON BACKHOE 3	109	18-Jul-2022	17-Aug-2022	
1-4-3216-2070	BH3 - Repairs & Maintenance				566.22
2788	REPAIRS TO MAIN ATTENUATOR LINE ON BACKHOE 3	109	25-Jul-2022	17-Aug-2022	
1-4-3216-2070	BH3 - Repairs & Maintenance				466.29
<b>11010 KIDD'S HOME HARDWARE BUILDING CENTRE</b>					
2887929	BACKHOE 3 & 4 LAMPS	109	05-Aug-2022	17-Aug-2022	
1-4-3216-2070	BH3 - Repairs & Maintenance				5.64
<b>13021 MAP SUNDRIDGE</b>					
779136/3	PARTS FOR BACKHOES 3 & 4	109	26-Jul-2022	17-Aug-2022	
1-4-3216-2070	BH3 - Repairs & Maintenance				31.08
780926/3	PARTS FOR BACKHOES 3&4	109	05-Aug-2022	17-Aug-2022	
1-4-3216-2070	BH3 - Repairs & Maintenance				42.17
<b>16075 GF PRESTON SALES AND SERVICE LTD.</b>					
98471	BACKHOE #3 PARTS	109	22-Jul-2022	08-Aug-2022	
1-4-3216-2070	BH3 - Repairs & Maintenance				180.24
98472	PARTS FOR LANDFILL BACKHOE	109	05-Aug-2022	17-Aug-2022	
1-4-3216-2070	BH3 - Repairs & Maintenance				185.37
<b>Department Totals :</b>					<b>1,477.01</b>

<b>DEPARTMENT 3217 BACK HOE #4 - 2012 JOHN DEERE 410J</b>					
<b>11010 KIDD'S HOME HARDWARE BUILDING CENTRE</b>					
2887929	BACKHOE 3 & 4 LAMPS	109	05-Aug-2022	17-Aug-2022	
1-4-3217-2070	BH4 - Repairs & Maintenance				5.64
<b>13021 MAP SUNDRIDGE</b>					
779136/3	PARTS FOR BACKHOES 3 & 4	109	26-Jul-2022	17-Aug-2022	
1-4-3217-2070	BH4 - Repairs & Maintenance				31.07
780926/3	PARTS FOR BACKHOES 3&4	109	05-Aug-2022	17-Aug-2022	
1-4-3217-2070	BH4 - Repairs & Maintenance				42.17
<b>Department Totals :</b>					<b>78.88</b>

<b>DEPARTMENT 3221 TRUCK #21 - 2012 DODGE 2500 4X4 PICKUP</b>					
<b>04021 DEAN'S AUTO CARE</b>					
18084	TRUCK 21 SEASONAL WHEEL SWAP	109	25-Jul-2022	08-Aug-2022	
1-4-3221-2070	TR21 - Repairs & Maintenance/licences				56.50
<b>Department Totals :</b>					<b>56.50</b>

<b>DEPARTMENT 3222 TRUCK #22 - 2016 FREIGHTLINER TANDEM</b>					
<b>06034 FREIGHTLINER NORTH BAY</b>					
05613	TRUCK 22 REPAIRS	109	03-Aug-2022	08-Aug-2022	
1-4-3222-2070	TR22 - Repairs & Maintenance/licences				911.85
<b>19008 SDB TRUCK &amp; EQUIPMENT REPAIRS</b>					
12428	MONTHLY INSPECTION AND REPAIRS TO TRUCK 22	109	08-Jul-2022	17-Aug-2022	
1-4-3222-2070	TR22 - Repairs & Maintenance/licences				2,983.20
12451	TRUCK 22 MONTHLY INSPECTION	109	15-Jul-2022	08-Aug-2022	
1-4-3222-2070	TR22 - Repairs & Maintenance/licences				169.50

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DEPARTMENT 3222 TRUCK #22 - 2016 FREIGHTLINER TANDEM

Department Totals : 4,064.55

DEPARTMENT 3226 TRUCK #26 - 2022 FREIGHTLINER TANDEM

07090	GROENEVELD LUBRICATION SOLUTIONS INC.							
40067833	AUTOMATIC GREASING SYSTEM INSTALLED ON TRUCK 26				109 27-Jun-2022	08-Aug-2022		
1-4-3226-8000			TR26 - Capital Expenditures				7,844.40	
19145	SIGNCRAFT CANADA INC.							
1732	TRUCK 26 GRAPHICS				109 29-Jun-2022	08-Aug-2022		
1-4-3226-8000			TR26 - Capital Expenditures				423.75	
							<b>Department Totals :</b>	<b>8,268.15</b>

DEPARTMENT 3227 TRUCK #27 - 2014 FREIGHTLINER TANDEM

13104	MAGNETAWAN TRUCK AND TRAILER							
344	TRUCK 27 SERVICE CALL TRUCK HEADLIGHT SYSTEM NOT WORKING				109 25-May-2022	08-Aug-2022		
1-4-3227-2070			TR27 - Repairs & Maintenance/licences				1,469.02	
346	TRUCK 27 SERVICE CALL - REPLACE LOWER RAD HOSE CLAMP				109 18-Jul-2022	08-Aug-2022		
1-4-3227-2070			TR27 - Repairs & Maintenance/licences				267.58	
19008	SDB TRUCK & EQUIPMENT REPAIRS							
12456	TRUCK 27 MONTHLY INSPECTION				109 09-Jul-2022	08-Aug-2022		
1-4-3227-2070			TR27 - Repairs & Maintenance/licences				169.50	
							<b>Department Totals :</b>	<b>1,906.10</b>

*To be reversed and redone*

DEPARTMENT 3228 TRUCK #28 - 2018 WESTERN STAR

19008	SDB TRUCK & EQUIPMENT REPAIRS							
12454	TRUCK 28 MONTHLY INSPECTION				109 09-Jul-2022	08-Aug-2022		
1-4-3228-2070			TR28 - Repairs & Maintenance/licences				169.50	
							<b>Department Totals :</b>	<b>169.50</b>

DEPARTMENT 3229 TRUCK #29 - 2019 WESTERN STAR

13012	MAGNETAWAN BUILDING CENTRE (ROADS)							
104-78438	TRUCK 29 SUPPLIES				109 20-Jul-2022	08-Aug-2022		
1-4-3229-2070			TR29 - Repairs & Maintenance/licences				49.69	
19008	SDB TRUCK & EQUIPMENT REPAIRS							
12455	MONTHLY INSPECTION AND REPAIR TO TRUCK 29				109 09-Jul-2022	08-Aug-2022		
1-4-3229-2070			TR29 - Repairs & Maintenance/licences				350.30	
12466	TRUCK 29 - REPLACE TAIL GATE PART AND ALIGN STEERING WHEEL				109 18-Jul-2022	08-Aug-2022		
1-4-3229-2070			TR29 - Repairs & Maintenance/licences				395.50	
							<b>Department Totals :</b>	<b>795.49</b>

DEPARTMENT 3240 FLOAT

19037	SLING-CHOKER MFG. (NORTH BAY) LTD.							
94364	FLOAT SUPPLIES				109 21-Jul-2022	17-Aug-2022		
1-4-3240-2070			FL - Repairs & Maintenance				613.66	
							<b>Department Totals :</b>	<b>613.66</b>

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**DEPARTMENT 3700 PARKING LOT**

14078	NORTHERN DISPOSAL & SANITATION				
264719	S SPARKS ST - JULY/22 TOILET RENTAL	109	31-Jul-2022	08-Aug-2022	
1-4-3700-2010	PARKING - Materials and Supplies				158.20
<b>Department Totals :</b>					<b>158.20</b>

**DEPARTMENT 4010 GARBAGE COLLECTION**

16059	WASTE CONNECTIONS OF CANADA INC.				
7113-00003221	JULY 2022 WASTE DISPOSAL	109	31-Jul-2022	08-Aug-2022	
1-4-4010-4010	GARBAGE - Contracts				2,000.38
<b>Department Totals :</b>					<b>2,000.38</b>

**DEPARTMENT 4020 LANDFILL**

01015	ADAMS BROS. CONSTRUCTION LTD.				
154128	JULY 22 - AUG 19/22 LANDFILL TOILET RENTALS	109	19-Jul-2022	08-Aug-2022	
1-4-4020-2020	LF - Latrine Rentals/Cleaning				169.50
13014	MAGNETAWAN BUILDING CENTRE (LANDFILL)				
102-33975	SUPPLIES	109	19-Jul-2022	08-Aug-2022	
1-4-4020-2010	LF - Materials/Supplies				21.85
13104	MAGNETAWAN TRUCK AND TRAILER				
102-33841	SUPPLIES	109	18-Jul-2022	08-Aug-2022	
1-4-4020-2010	LF - Materials/Supplies				15.78
102-34526	SUPPLIES	109	26-Jul-2022	08-Aug-2022	
1-4-4020-2010	LF - Materials/Supplies				19.40
13110	M.I.S. MUNICIPAL INSURANCE SERVICES LTD.				
JLTPS-297LAC	INSURANCE POLICY JULY 30/22 - JULY 30/23	107	28-Jul-2022	29-Jul-2022	
1-4-4020-4020	LF - Insurance				1,848.56
16059	WASTE CONNECTIONS OF CANADA INC.				
7113-00003221	JULY 2022 WASTE DISPOSAL	109	31-Jul-2022	08-Aug-2022	
1-4-4020-4022	LF - Mattress/Misc item disposal bin				10,878.68
19145	SIGNCRAFT CANADA INC.				
1763	LANDFILL SIGNAGE	109	18-Jul-2022	08-Aug-2022	
1-4-4020-2010	LF - Materials/Supplies				199.45
<b>Department Totals :</b>					<b>13,153.22</b>

**DEPARTMENT 4030 RECYCLING**

01015	ADAMS BROS. CONSTRUCTION LTD.				
154128	JULY 22 - AUG 19/22 LANDFILL TOILET RENTALS	109	19-Jul-2022	08-Aug-2022	
1-4-4030-2015	RECY - Latrine Rentals/Cleaning				169.50
02076	BRENDAR ENVIRONMENTAL INC				
20220187	DISPOSAL OF HAZARD WASTE - HAZMAT DAY	109	28-Jul-2022	08-Aug-2022	
1-4-4030-4018	RECY - Household Hazardous Waste Depot				16,256.97
13104	MAGNETAWAN TRUCK AND TRAILER				
102-33841	SUPPLIES	109	18-Jul-2022	08-Aug-2022	
1-4-4030-2010	RECY - Materials/Supplies/Composting				15.78
102-34526	SUPPLIES	109	26-Jul-2022	08-Aug-2022	

*TO BE REVERSED S/B Name Hardware*

15.78



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<b>DEPARTMENT 4030 RECYCLING</b>							
1-4-4030-2010				RECY - Materials/Supplies/Composting			19.39
<b>13110 M.I.S. MUNICIPAL INSURANCE SERVICES LTD.</b>							
JLTPS-297LAC	INSURANCE POLICY JULY 30/22 - JULY 30/23				107 28-Jul-2022	29-Jul-2022	
1-4-4030-4020				RECY - Insurance			1,848.55
<b>16059 WASTE CONNECTIONS OF CANADA INC.</b>							
7113-00003221	JULY 2022 WASTE DISPOSAL				109 31-Jul-2022	08-Aug-2022	
1-4-4030-4014				RECY - Recycling Depot			4,027.99
1-4-4030-4012				RECY - Recycling Curbside			2,159.69
<b>19145 SIGNCRAFT CANADA INC.</b>							
1763	LANDFILL SIGNAGE				109 18-Jul-2022	08-Aug-2022	
1-4-4030-2010				RECY - Materials/Supplies/Composting			199.44
<b>Department Totals :</b>							<b>24,697.31</b>

<b>DEPARTMENT 4300 WATER SYSTEMS</b>							
<b>13011 MAGNETAWAN BUILDING CENTRE (PARKS)</b>							
103-97270	WATER SOFTENER				109 22-Jul-2022	08-Aug-2022	
1-4-4300-2010				W-SYS - Materials/Supplies			57.56
<b>Department Totals :</b>							<b>57.56</b>

<b>DEPARTMENT 5010 CEMETERY</b>							
<b>13011 MAGNETAWAN BUILDING CENTRE (PARKS)</b>							
101-976347	SPRUCE STAKES				109 28-Jul-2022	08-Aug-2022	
1-4-5010-2010				CEM - Materials/Supplies			38.14
<b>13110 M.I.S. MUNICIPAL INSURANCE SERVICES LTD.</b>							
JLTPS-297LAC	INSURANCE POLICY JULY 30/22 - JULY 30/23				107 28-Jul-2022	29-Jul-2022	
1-4-5010-4020				CEM - Insurance			324.61
<b>Department Totals :</b>							<b>362.75</b>

<b>DEPARTMENT 6010 HOMES FOR THE AGED</b>							
<b>05010 EASTHOLME HOME FOR THE AGED</b>							
JULY 2022	3RD QUARTER PAYMENT				109 24-Jul-2022	08-Aug-2022	
1-4-6010-2010				HOME - Eastholme			60,826.50
<b>Department Totals :</b>							<b>60,826.50</b>

<b>DEPARTMENT 6200 SOCIAL/FAMILY SERVICES</b>							
<b>04010 DISTRICT OF PARRY SOUND SOCIAL SERVICES</b>							
JULY 2022	3 QUARTER LEVY				109 08-Aug-2022	08-Aug-2022	
1-4-6200-2710				SOCIAL - DSSAB			76,650.21
<b>Department Totals :</b>							<b>76,650.21</b>

<b>DEPARTMENT 6300 BUILDING - 28 CHURCH ST</b>							
<b>13110 M.I.S. MUNICIPAL INSURANCE SERVICES LTD.</b>							
JLTPS-297LAC	INSURANCE POLICY JULY 30/22 - JULY 30/23				107 28-Jul-2022	29-Jul-2022	
1-4-6300-4020				CHURCH ST - Insurance			391.73
<b>Department Totals :</b>							<b>391.73</b>

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DEPARTMENT 6300 BUILDING - 28 CHURCH ST

DEPARTMENT 7100 WHARFS

13011 MAGNETAWAN BUILDING CENTRE (PARKS)

104-78120 SUPPLIES FOR DOCK REPAIR 109 15-Jul-2022 08-Aug-2022  
 1-4-7100-2400 WHARFS - Repairs & Maintenance 74.35

14078 NORTHERN DISPOSAL & SANITATION

26420 BIDDY ST - JULY/22 TOILET RENTALS 109 31-Jul-2022 08-Aug-2022  
 1-4-7100-2400 WHARFS - Repairs & Maintenance 158.20

26421 59 GEORGE ST - JULY/22 TOILET RENTAL

1-4-7100-2400 WHARFS - Repairs & Maintenance 158.20

Department Totals : 390.75

DEPARTMENT 7200 PARKS

03081 CANADOOR DOOR SYSTEMS

40240664 SERVICE TO PARKS GARAGE DOORS 109 26-Jul-2022 08-Aug-2022  
 1-4-7200-2400 PARKS - Repairs & Maintenance 727.57

05073 2846804 ONTARIO INC

56295 SUPPLIES 109 31-Jul-2022 08-Aug-2022  
 1-4-7200-2400 PARKS - Repairs & Maintenance 112.57

11010 KIDD'S HOME HARDWARE BUILDING CENTRE

2885012 SUPPLIES 109 05-Jul-2022 08-Aug-2022  
 1-4-7200-2020 PARKS - Safety & Health 170.57

13011 MAGNETAWAN BUILDING CENTRE (PARKS)

101-96206 SUPPLIES 109 14-Jul-2022 08-Aug-2022  
 1-4-7200-2400 PARKS - Repairs & Maintenance 3.04

101-96856 SUPPLIES 109 20-Jul-2022 08-Aug-2022  
 1-4-7200-2400 PARKS - Repairs & Maintenance 41.66

101-96860 SUPPLIES 109 20-Jul-2022 08-Aug-2022  
 1-4-7200-2400 PARKS - Repairs & Maintenance 4.05

101-96874 SUPPLIES 109 20-Jul-2022 08-Aug-2022  
 1-4-7200-2400 PARKS - Repairs & Maintenance 7.62

101-96909 SUPPLIES 109 20-Jul-2022 08-Aug-2022  
 1-4-7200-2400 PARKS - Repairs & Maintenance 15.75

101-96914 SUPPLIES 109 20-Jul-2022 08-Aug-2022  
 1-4-7200-2400 PARKS - Repairs & Maintenance 24.40

101-97735 SUPPLIES 109 29-Jul-2022 08-Aug-2022  
 1-4-7200-2010 PARKS - Materials/Supplies 8.63

101-98209 SUPPLIES 109 02-Aug-2022 08-Aug-2022  
 1-4-7200-2010 PARKS - Materials/Supplies 22.35

102-34698 SUPPLIES 109 28-Jul-2022 08-Aug-2022  
 1-4-7200-2010 PARKS - Materials/Supplies 67.09

13110 M.I.S. MUNICIPAL INSURANCE SERVICES LTD.

JLTPS-297LAC INSURANCE POLICY JULY 30/22 - JULY 30/23 107 28-Jul-2022 29-Jul-2022  
 1-4-7200-4020 PARKS - Insurance 7,075.64

13160 MUSKOKA RENT ALL

418527 SUPPLIES 109 02-Aug-2022 08-Aug-2022  
 1-4-7200-2010 PARKS - Materials/Supplies 161.42

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<b>DEPARTMENT 7200 PARKS</b>							
14019	NICHOLSON GREENHOUSES						
JULY 2022	28 HANGING FLOWER BASKETS				109 19-Jul-2022	08-Aug-2022	
1-4-7200-2012				PARKS - Flowers			2,011.40
14078	NORTHERN DISPOSAL & SANITATION						
26422	6527 HWY 124 - JULY/22 TOILET RENTAL				109 31-Jul-2022	08-Aug-2022	
1-4-7200-2010				PARKS - Materials/Supplies			158.20
15050	HYDRO ONE NETWORKS						
200089680309	18 MILLER ROAD - PARKS				109 25-Jul-2022	08-Aug-2022	
1-4-7200-2030				PARKS - Hydro			160.22
20083	TRACKMATICS INC						
38771	MONTHLY GPS MONITORING - PARKS				109 05-Aug-2022	08-Aug-2022	
1-4-7200-2045				PARKS - GPS monitoring and data			118.65
<b>Department Totals :</b>							<b>10,890.83</b>

<b>DEPARTMENT 7205 PARKS OVERHEAD</b>							
15050	HYDRO ONE NETWORKS						
200100056780	6527 HWY 124				109 02-Aug-2022	17-Aug-2022	
1-4-7205-2030				P - Hydro			35.03
<b>Department Totals :</b>							<b>35.03</b>

<b>DEPARTMENT 7218 PARKS TRUCK #12- 2018 DODGE 5500</b>							
19008	SDB TRUCK & EQUIPMENT REPAIRS						
12453	TRUCK 12 JUNE MONTHLY INSPECTION				109 21-Jul-2022	08-Aug-2022	
1-4-7218-2070				TR12 - Repairs			90.40
12457	TRUCK 12 JULY MONTHLY INSPECTION				109 07-Jul-2022	08-Aug-2022	
1-4-7218-2070				TR12 - Repairs			90.40
<b>Department Totals :</b>							<b>180.80</b>

<b>DEPARTMENT 7300 COMMUNITY CENTRE AND PAVILION</b>							
13011	MAGNETAWAN BUILDING CENTRE (PARKS)						
101-97300	SUPPLIES				109 25-Jul-2022	08-Aug-2022	
1-4-7300-2010				HALL - Materials/Supplies			11.16
101-97736	EXTENSION CORD				109 29-Jul-2022	08-Aug-2022	
1-4-7300-2010				HALL - Materials/Supplies			58.96
101-97739	SUPPLIES				109 29-Jul-2022	08-Aug-2022	
1-4-7300-2010				HALL - Materials/Supplies			48.80
101-98364	SUPPLIES				109 04-Aug-2022	08-Aug-2022	
1-4-7300-2010				HALL - Materials/Supplies			15.24
102-33348	SUPPLIES				109 13-Jul-2022	08-Aug-2022	
1-4-7300-2010				HALL - Materials/Supplies			256.13
102-35373	SUPPLIES				109 04-Aug-2022	08-Aug-2022	
1-4-7300-2010				HALL - Materials/Supplies			49.70
103-98169	SUPPLIES				109 03-Aug-2022	08-Aug-2022	
1-4-7300-2010				HALL - Materials/Supplies			346.38

13110	M.I.S. MUNICIPAL INSURANCE SERVICES LTD.						
JLTPS-297LAC	INSURANCE POLICY JULY 30/22 - JULY 30/23				107 28-Jul-2022	29-Jul-2022	

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<b>DEPARTMENT 7300</b>				<b>COMMUNITY CENTRE AND PAVILION</b>			
1-4-7300-4020				HALL - Insurance			5,733.81
<b>13170</b>				<b>HURONIA ALARM &amp; FIRE SECURITY INC.</b>			
1192310				SUPPLY AND INSTALL FIRE SUPPRESSION	109 05-Aug-2022	17-Aug-2022	
1-4-7300-2400				HALL - Repairs & Maintenance			1,490.12
<b>15068</b>				<b>ORKIN CANADA CORPORATION</b>			
C-3533285				JULY 2022 MONTHLY PEST CONTROL	109 20-Jul-2022	08-Aug-2022	
1-4-7300-2400				HALL - Repairs & Maintenance			272.56
<b>19097</b>				<b>SOUND BARRIERS DIV. OF 1466147 ONT</b>			
22833				NEW PAVILION BOARDS	109 22-Jul-2022	08-Aug-2022	
1-4-7300-8000				HALL - Capital Expenditures			38,374.80
<b>19145</b>				<b>SIGNCRAFT CANADA INC.</b>			
1762				CANADA DAY BANNER DATE CHANGE FOR 2023	109 20-Jul-2022	08-Aug-2022	
1-4-7300-2010				HALL - Materials/Supplies			118.65
<b>Department Totals :</b>							<b>46,776.31</b>

<b>DEPARTMENT 7500</b>				<b>LOCKS</b>			
<b>12074</b>				<b>BRANDT LAURA</b>			
AUG 7/22				REIMBURSEMENT FOR SCREWDRIVER SET AND STUDENT YEAR END LUNCHEON	109 08-Aug-2022	17-Aug-2022	
1-4-7500-2010				LOCKS - Materials and Supplies			13.61
<b>13010</b>				<b>MAGNETAWAN BUILDING CENTRE (COM DEV)</b>			
101-98307				WATER	109 03-Aug-2022	08-Aug-2022	
1-4-7500-2010				LOCKS - Materials and Supplies			6.49
102-34119				WATER	109 21-Jul-2022	08-Aug-2022	
1-4-7500-2010				LOCKS - Materials and Supplies			6.49
103-98309				SUPPLIES	109 04-Aug-2022	08-Aug-2022	
1-4-7500-2010				LOCKS - Materials and Supplies			46.76
<b>13011</b>				<b>MAGNETAWAN BUILDING CENTRE (PARKS)</b>			
101-98347				SUPPLIES	109 04-Aug-2022	08-Aug-2022	
1-4-7500-2400				LOCKS - Repairs & Maintenance			7.82
102-34660				CHAINS FOR LOCKS	109 27-Jul-2022	08-Aug-2022	
1-4-7500-2010				LOCKS - Materials and Supplies			73.09
<b>14078</b>				<b>NORTHERN DISPOSAL &amp; SANITATION</b>			
26420				BIDDY ST - JULY/22 TOILET RENTALS	109 31-Jul-2022	08-Aug-2022	
1-4-7500-2010				LOCKS - Materials and Supplies			158.20
<b>Department Totals :</b>							<b>312.46</b>

<b>DEPARTMENT 7600</b>				<b>HERITAGE CENTRE</b>			
<b>12030</b>				<b>LLOYD BARRY</b>			
SJ-71				REPAIRS TO ELECTRICAL IN HERITAGE CENTRE	109 11-Jul-2022	08-Aug-2022	
1-4-7600-8000				HERITAGE - Capital			1,415.67
<b>12074</b>				<b>BRANDT LAURA</b>			
AUG 7/22				REIMBURSEMENT FOR SCREWDRIVER SET AND STUDENT YEAR END LUNCHEON	109 08-Aug-2022	17-Aug-2022	
1-4-7600-2010				HERITAGE - Repairs and Supplies			4.52
1-4-7600-2010				HERITAGE - Repairs and Supplies			13.60
<b>13010</b>				<b>MAGNETAWAN BUILDING CENTRE (COM DEV)</b>			
103-98309				SUPPLIES	109 04-Aug-2022	08-Aug-2022	

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<b>DEPARTMENT 7600 HERITAGE CENTRE</b>					
1-4-7600-2010	HERITAGE - Repairs and Supplies				6.49
<b>13110 M.I.S. MUNICIPAL INSURANCE SERVICES LTD.</b>					
JLTPS-297LAC	INSURANCE POLICY JULY 30/22 - JULY 30/23	107	28-Jul-2022	29-Jul-2022	
1-4-7600-4020	HERITAGE - Insurance				709.74
<b>Department Totals :</b>					<b>2,150.02</b>

<b>DEPARTMENT 7700 AHMIC COMMUNITY CENTRE</b>					
<b>13110 M.I.S. MUNICIPAL INSURANCE SERVICES LTD.</b>					
JLTPS-297LAC	INSURANCE POLICY JULY 30/22 - JULY 30/23	107	28-Jul-2022	29-Jul-2022	
1-4-7700-4020	AHMIC - Insurance				773.28
<b>15050 HYDRO ONE NETWORKS</b>					
200198932621	60 AHMIC ST	109	02-Aug-2022	17-Aug-2022	
1-4-7700-2030	AHMIC - Hydro				61.67
<b>Department Totals :</b>					<b>834.95</b>

<b>DEPARTMENT 8010 PLANNING &amp; DEVELOPMENT</b>					
<b>13330 MHBC PLANNING LIMITED</b>					
5026775	GENERAL PLANNING	109	17-Jun-2022	17-Aug-2022	
1-4-8010-5014	PLN - General				1,040.17
5026979	GENERAL PLANNING	109	08-Aug-2022	08-Aug-2022	
1-4-8010-5014	PLN - General				990.45
5026981	JAMES - 156 SPARKS ST - ZBA	109	21-Jul-2022	17-Aug-2022	
1-4-8010-5014	PLN - General				1,304.30
<b>Department Totals :</b>					<b>3,334.92</b>

**Computer Paid Total : 615,631.64**

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

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 Date : Aug 10, 2022 Time : 11:51 am

Vendor : 01009 To 30000  
 Batch : 107 To 111  
 Department : All

EFT Paid Date : 01-Jul-2022 To 31-Jul-2022  
 Bank : 0099 To 1  
 Class : All

Vendor Code Invoice No.	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 1000 LIABILITIES</b>					
<b>13270 MINISTER OF FINANCE EFT</b>					
28072022	EMPLOYER HEALTH TAX JULY/22 INSTALMENT	111	28-Jul-2022	31-Jul-2022	
1-2-1000-1045	EHT Payable				3,123.94
<b>15001 OMERS EFT</b>					
3829078	OMERS REMITTANCE	111	31-Jul-2022	31-Jul-2022	
1-2-1000-1022	OMERS Payable				19,739.78
<b>18043 RECEIVER GENERAL</b>					

**MUNICIPALITY OF MAGNETAWAN**  
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EFT Paid Date : 01-Jul-2022 To 31-Jul-2022  
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 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				
<b>DEPARTMENT 1000 LIABILITIES</b>					
JULY 16-31/22	JULY 16-31/22 PAYROLL REMITTANCE	111	31-Jul-2022	31-Jul-2022	
1-2-1000-1047	CPP Payable				4,893.32
1-2-1000-1048	EI Payable				1,556.15
1-2-1000-1049	Income Tax Payable				8,295.16
<b>18044 RECEIVER GENERAL</b>					
JULY 16-31/22	JULY 16-31/22 PAYROLL REMITTANCE	111	31-Jul-2022	31-Jul-2022	
1-2-1000-1048	EI Payable				1,116.16
1-2-1000-1049	Income Tax Payable				3,566.82
1-2-1000-1047	CPP Payable				2,185.04
<b>23010 WORKPLACE SAFETY &amp; INSURANCE BOARD - EFT</b>					
JULY 2022	JULY 2022 WSIB REMITTANCE	111	31-Jul-2022	31-Jul-2022	
1-2-1000-1046	WSIB Payable				4,768.22
<b>Department Totals :</b>					<b>49,244.59</b>

<b>DEPARTMENT 1200 ADMINISTRATION</b>					
<b>18089 ROYAL BANK VISA EFT</b>					
158260406	COSTCO - COFFEE	111	14-Jul-2022	31-Jul-2022	
1-4-1200-2010	ADMIN - Office & Maintenance Supplies				123.97
<b>Department Totals :</b>					<b>123.97</b>

<b>DEPARTMENT 1300 TREASURY</b>					
<b>18089 ROYAL BANK VISA EFT</b>					
67191	AMTCO AD - TREASURER POSTION	111	15-Jul-2022	31-Jul-2022	
1-4-1300-2010	TREAS - Taxation Materials				689.30
<b>Department Totals :</b>					<b>689.30</b>

<b>DEPARTMENT 2000 FIRE DEPARTMENT</b>					
<b>12045 LAKELAND POWER - EFT</b>					
072642-00	JULY 81 ALBERT ST - FIRE HALL	111	19-Jul-2022	31-Jul-2022	
1-4-2000-2030	FD - CGIS Services				130.83
<b>18088 ROYAL BANK VISA EFT</b>					
054138	WALMART - FIRE GROUND HYDRATION	111	26-Jul-2022	31-Jul-2022	
1-4-2000-1410	FD - Volunteer Training Expenses				68.60
16741559	STAPLES - COPY PAPER	111	25-Jul-2022	31-Jul-2022	
1-4-2000-2120	FD - Office				67.05
50477	FISHER'S REGALIA - UNIFORM	111	26-Jul-2022	31-Jul-2022	
1-4-2000-2012	FD- Prevention Materials				113.00
<b>23010 WORKPLACE SAFETY &amp; INSURANCE BOARD - EFT</b>					
JULY 2022	JULY 2022 WSIB REMITTANCE	111	31-Jul-2022	31-Jul-2022	
1-4-2000-1010	FD - Wages & Benefits				478.60
<b>Department Totals :</b>					<b>858.08</b>

<b>DEPARTMENT 2100 BUILDING DEPARTMENT</b>					
<b>18085 ROYAL BANK VISA EFT</b>					
19072022	CANADA POST - BUILDING DEPT. REG LETTER	111	19-Jul-2022	31-Jul-2022	
1-4-2100-2010	CBO - Materials/Supplies				13.20
<b>18089 ROYAL BANK VISA EFT</b>					

**MUNICIPALITY OF MAGNETAWAN**  
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 Department : All

EFT Paid Date : 01-Jul-2022 To 31-Jul-2022  
 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				
<b>DEPARTMENT 2100 BUILDING DEPARTMENT</b>					
093529	BUILDING OBOA TRAINING	111	13-Jul-2022	31-Jul-2022	
1-4-2100-1410	CBO - Training				395.50
<b>Department Totals :</b>					<b>408.70</b>

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 2600 RECREATION</b>					
18089	ROYAL BANK VISA EFT				
0864205	AMAZON - WRENCH SET FOR BIKES	111	26-Jul-2022	31-Jul-2022	
1-4-2600-2400	REC - Recreation				22.25
159565480	COSTCO - YOGA MATS	111	22-Jul-2022	31-Jul-2022	
1-4-2600-2400	REC - Recreation				135.54
4205826	AMAZON - POWER BAR FOR MUSIC IN THE PARK	111	25-Jul-2022	31-Jul-2022	
1-4-2600-2400	REC - Recreation				44.04
5929062-01	PRE-ORDER GUARANTEE REFUND	111	20-Jul-2022	31-Jul-2022	
1-4-2600-2015	REC - Events				-3.14
8270643	AMAZON - ATCHERY SUPPLIES	111	12-Jul-2022	31-Jul-2022	
1-4-2600-2400	REC - Recreation				12.42
<b>Department Totals :</b>					<b>211.11</b>

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 3800 STREETLIGHTS</b>					
12045	LAKELAND POWER - EFT				
073239-00	JULY VILLAGE STREET LIGHTS	111	19-Jul-2022	31-Jul-2022	
1-4-3800-5012	STREET - Magnetawan Street Lights				698.34
077271-00	JULY SPARKS STREET LIGHTS	111	19-Jul-2022	31-Jul-2022	
1-4-3800-5012	STREET - Magnetawan Street Lights				83.54
<b>Department Totals :</b>					<b>781.88</b>

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 6300 BUILDING - 28 CHURCH ST</b>					
12045	LAKELAND POWER - EFT				
072641-00	JULY 28 CHURCH STREET	111	19-Jul-2022	31-Jul-2022	
1-4-6300-2030	CHURCH ST - Hydro				99.16
<b>Department Totals :</b>					<b>99.16</b>

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 7200 PARKS</b>					
12045	LAKELAND POWER - EFT				
076283-00	JULY 4135 HWY 520 - PARK LIGHT	111	19-Jul-2022	31-Jul-2022	
1-4-7200-2030	PARKS - Hydro				110.93
076598-00	JULY 61 SPARKS STREET	111	19-Jul-2022	31-Jul-2022	
1-4-7200-2030	PARKS - Hydro				41.11
<b>Department Totals :</b>					<b>152.04</b>

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 7300 COMMUNITY CENTRE AND PAVILION</b>					
12045	LAKELAND POWER - EFT				
073252-00	JULY 4304 HWY 520	111	19-Jul-2022	31-Jul-2022	
1-4-7300-2030	HALL - Hydro/Stove Propane				1,209.21
18089	ROYAL BANK VISA EFT				
68204	NEW PEDAL FOR YAMAHA PIANO	111	18-Jul-2022	31-Jul-2022	

**MUNICIPALITY OF MAGNETAWAN**  
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Vendor : 01009 To 30000  
 Batch : 107 To 111  
 Department : All

EFT Paid Date : 01-Jul-2022 To 31-Jul-2022  
 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 7300	COMMUNITY CENTRE AND PAVILION				
1-4-7300-2010	HALL - Materials/Supplies				50.84
<b>Department Totals :</b>					<b>1,260.05</b>

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7600	HERITAGE CENTRE				
12045	LAKELAND POWER - EFT				
072693-00 JUL\ 4205 HWY 520 - HERITAGE CENTRE		111	19-Jul-2022	31-Jul-2022	
1-4-7600-2030	HERITAGE - Hydro				109.70
<b>Department Totals :</b>					<b>109.70</b>

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 8010	PLANNING & DEVELOPMENT				
18086	ROYAL BANK VISA EFT				
043335	ONLAND - PROPERTY INDEX MAP				
1-4-8010-2210	PLN - Legal fees	111	15-Jul-2022	31-Jul-2022	5.65
080525	ONLAND - PARCEL REGISTER				
1-4-8010-2210	PLN - Legal fees	111	15-Jul-2022	31-Jul-2022	33.82
098940	PROPERTY INDEX MAP				
1-4-8010-2210	PLN - Legal fees	111	15-Jul-2022	31-Jul-2022	5.65
18089	ROYAL BANK VISA EFT				
029852	ONLAND - INSTRUMENT				
1-4-8010-2210	PLN - Legal fees	111	15-Jul-2022	31-Jul-2022	6.78
<b>Department Totals :</b>					<b>51.90</b>

**EFT Paid Total : 53,990.48**

Total Unpaid for Approval : 0.00  
 Total Manually Paid for Approval : 0.00  
 Total Computer Paid for Approval : 615,631.64  
 Total EFT Paid for Approval : 53,990.48  
**Grand Total ITEMS for Approval : 669,622.12**



THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW NO. 2022 -

BEING A BY-LAW TO DELEGATE CERTAIN AUTHORITIES DURING A RESTRICTED AUTHORITY  
"LAME DUCK" COUNCIL PERIOD

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**WHEREAS** Section 275 of the *Municipal Act, S.O. 2001, Chapter M.25*, as amended, provides that where three quarters (3/4) of the members of the outgoing Council of the Municipality will not be returning, the following authorities of the Council will cease on Nomination Day (August 19, 2022):

- a) The appointment or removal from office of any officer of the Municipality.
- b) The hiring or dismissal of any employee of the Municipality.
- c) The disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal.
- d) Making any expenditure or incurring any other liability which exceeds \$50,000.

**AND WHEREAS** Section 23.1 of the *Act* states that Council is authorized to delegate certain powers and duties;

**AND WHEREAS** Section 5 of the *Act* provides that a Municipality's power shall be exercised by By-law;

**AND WHEREAS** the Council of the Corporation of the Municipality of Magnetawan deems it expedient and necessary to delegate certain authorities for the restricted authority "Lame Duck" period, if it applies between August 19, 2022, to November 14, 2022;

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

1. THAT the CAO/Clerk is hereby delegated authority as the financial signing authority for expenditures, outside the current approved budgets exceeding \$50,000.
2. THAT the CAO/Clerk is hereby delegated authority, including the authority to execute the agreement of purchase and sale, pertaining to the disposition of any real or personal property of the Municipality which has a value exceeding \$50,000 at the time of disposal.
3. THAT the CAO/Clerk is hereby delegated authority to repeal by-laws appointing Officers of the Municipality of Magnetawan which have ceased employment with the Corporation and for hiring and removal of any employee of the Corporation.
4. THAT in the extended absence of the CAO/Clerk, the CAO/Clerk may designate this authority to an officer of the Municipality.
5. Should delegated authority be exercised, the sitting Council shall be informed in writing of the delegation.

This By-law shall be in force and effect on August 19, 2022 only in the event that in one or both of the time periods Council, as determined by the CAO/Clerk, becomes "Lame Duck" and expires on the inauguration of the newly elected Council.

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto, this 17th day of August, 2022.

**THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN**

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Mayor

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CAO/Clerk

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**BY-LAW NO. 2022 -**

**BEING A BY-LAW TO APPOINT A TREASURER FOR THE CORPORATION OF THE MUNICIPALITY OF  
MAGNETAWAN**

---

**WHEREAS** Section 286(1) of the *Municipal Act, 2001*, as amended, provides that a municipality may appoint a Treasurer who is responsible for handling all of the financial affairs of the municipality on behalf of and in the manner directed by the Council under the *Municipal Act* and any other Act;

**AND WHEREAS** Section 286(5) of the *Municipal Act, 2001*, as amended, states that the municipality may delegate to the Treasurer the powers and duties of tax collection;

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

1. THAT \_\_\_\_\_ is hereby appointed Treasurer for the Municipality of Magnetawan effective September 02, 2022.
2. THAT the Treasurer also be the Tax Collector.
3. THAT the Treasurer is responsible for handling all of the financial affairs of the municipality on behalf of and in the manner directed by the Council of the municipality, including but not limited to:
  - (a) Collecting money payable to the municipality and issuing receipts for those payments.
  - (b) Depositing all money received on behalf of the municipality in a financial institution designated by the municipality.
  - (c) Paying all debts of the municipality and other expenditures authorized by the municipality.
  - (d) Maintaining accurate records and accounts of the financial affairs of the municipality.
  - (e) Providing the Council with such information with respect to the financial affairs of the municipality as it requires or requests.
  - (f) Ensuring investments of the municipality are made in compliance with regulations.
4. THAT the signing authority for Treasurer shall take effect on September 02, 2022
5. THAT By-law No 2000-07 and any previously conflicting by-laws are hereby repealed.

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto, this 17th day of August 2022.

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW NO. 2022 -

Being a By-law to confirm the proceedings of Council August 17, 2022

---

**WHEREAS** Section 5(3) of the *Municipal Act, 2001, S.O. 2001, c.25*, as amended, requires a municipal Council to exercise a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, by by-law unless the municipality is specifically authorized to do otherwise;

**AND WHEREAS** the Council of the Municipality of Magnetawan deems it desirable to confirm the proceedings of Council and to ratify decisions made at its meeting hereinafter set out;

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

1. **Ratification and Confirmation**

**THAT** the action of the Council of the Municipality of Magnetawan at its meeting for the aforementioned date(s) with respect to each motion, resolution and other action passed and taken by this Council at its meetings, except where otherwise required, is hereby adopted, ratified and confirmed as if such proceedings and actions were expressly adopted and confirmed by its separate By-law.

2. **Execution of all Documents**

**THAT** the Mayor of the Council of the Municipality of Magnetawan and the proper officers of the Municipality of Magnetawan are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, except where otherwise provided, and the Mayor and Clerk are hereby authorized and directed to execute all necessary documents and to affix the Corporate Seal of the Municipality to such documents.

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto, this 17th day of August 2022.

THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN

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Mayor

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CAO/Clerk