



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

**Wednesday, October 25 , 2023**

**1:00 PM**

**Magnetawan Community Centre**

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### **OPENING BUSINESS**

- 1.1 Call to Order
- 1.2 Adoption of the Agenda
- 1.3 Disclosure of Pecuniary Interest
- 3 1.4 Adoption of Previous Minutes

### **SHORT TERM ACCOMMODATION BYLAW**

- 10 By-law to License and Regulate The Use of Short-Term Accommodation Properties

### **PLANNING ACT MEETING**

- 36 Zoning By-law Amendment Application - Langford - Plan 319 Lot 20 E/S Miller Street
- 54 Zoning By-law Amendment Application - Lavoie - 94 Chapman Drive

### **STAFF QUARTERLY REPORTS**

- 77 Report from Fire Chief Derek Young
- 80 Report from By-law Enforcement Officer Jason Newman
- 82 Report from Chief Building Official Tyler Irwin
- 84 Report from Public Works Superintendent Scott Edwards
- 86 Report from Parks and Maintenance Manager Steve Robinson
- 87 Report from Deputy Clerk Erica Kellogg
- 89 YTD Budget 2023 From Stephanie Lewin Treasurer

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

- 108 2.1 DRAFT By-law Appoint a Municipal By-law Enforcement Officer Revise Agreement with Armour Township - Increase Hours
- 119 2.2 Report from Scott Edwards, Public Works Superintendent and Steve Robinson, Parks & Maintenance Manager - Security System
- 120 2.3 Request Almaguin Highlands Health Council Lab Services
- 121 2.4 Resignation of Barbara Stewart from the Magnetawan Library Board
- 122 2.5 Resignation of Angela Dunnett from the Magnetawan Library Board
- 2.6 Discussion on Christmas
- 2.7 Verbal Update Habitat for Humanity
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### **MUNICIPAL BOARDS AND COMMITTEE MINUTES**

- 123 3.1 District of Parry Sound Municipal Association Minutes May 5, 2023
- 129 3.2 Central Almaguin Planning Board Minutes August 2, 2023 & September 6, 2023
- 142 3.3 North Bay Parry Sound District Health Unit Board of Health Minutes August 16, 2023

- 148 3.4 District of Parry Sound Social Services Administration Board Chief Administrative Officer's Report October 2023
- 171 3.5 Almaguin Highlands Health Council (AHC) Minutes October 5, 2023

**CORRESPONDENCE**

- 184 4.1 Support Resolutions MTO Parade Requirements
- 190 4.2 Correspondence Premier Doug Ford Northern Ontario School of Medicine
- 191 4.3 Correspondence from Central Almaguin Planning Board Request to Withdraw from Central Almaguin Planning Board
- 194 4.4 News Release Local Share Financing Plan Achieved for Hospital Redevelopment
- 196 4.5 2024 Annual FONOM Conference New Date
- 197 4.6 OPP MPB Financial Services Unit (OPP) Notification of 2023 Court Security and Prisoner Transportation Grant Remainder
- 198 4.7 Unsuccessful Outcome AgriSpirit Grant Funding
- 199 4.8 Unsuccessful Outcome Ontario Trillium Foundation Funding
- 200 4.9 COVID 19 & Flu Vaccine Clinic Friday October 27th Poster
- 201 4.10 New Public Art Murals Poster
- 202 4.11 Seniors Free Dinner and Learn Event Friday December 15th Poster
- 203 4.12 ICYMI Council Highlights October 4, 2023

**ACCOUNTS**

- 204 5.1 Accounts in the amount of \$840,761.09

**BY-LAWS**

- 218 6.1 Zoning By-law Amendment Application - Langford - Plan 319 Lot 20 E/S Miller Street
- 220 6.2 By-law To Appoint a Municipal By-law Enforcement Officer - Jason Newman

**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:

(h) information explicitly supplied in confidence to the municipality

**CONFIRMING BY-LAW AND ADJOURNMENT**

- 231 7.1 Confirm the Proceedings of Council and Adjourn



**Municipality of  
Magnetawan**

**COUNCIL MEETING MINUTES**

**October 04, 2023**

**1:00 pm**

The meeting of the Council of the Corporation of the Municipality of Magnetawan was held at the Magnetawan Community Centre on Wednesday October 4, 2023, with the following present:

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

Staff: CAO/Clerk Kerstin Vroom and Deputy Clerk Recreation and Communications Laura Brandt were present for the entire meeting. Public Works Superintendent Scott Edwards, and Deputy Clerk Planning and Development Erica Kellogg were present for their respective sections in the meeting.

**OPENING BUSINESS**

**1.1 Call to Order**

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

**1.2 Adoption of the Agenda**

*RESOLUTION 2023-287 Hetherington-Bishop*

*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.

\*Councillor Bill Bishop and Deputy Mayor John Hetherington declared pecuniary interest for Agenda Item 2.7 due to being a member of the Magnetawan Habitat for Humanity Chapter

**1.4 Adoption of the Previous Minutes**

**RESOLUTION 2023-288 Bishop-Kneller**

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the minutes of the meeting on September 13, 2023, and the Special Meeting of Council September 19, 2023 as copied and circulated.*

*Carried.*

**PLANNING ACT MEETING**

**Zoning By-law Housekeeping Amendment**

**Zoning By-law Amendment Application – Zhang – 597 Fords Road**

**RESOLUTION 2023-289 Hind-Hetherington**

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan recesses the regular meeting to hold a public meeting pursuant to Sections 34 of the Planning Act to consider Zoning By-law Amendment Applications described as:*

- *Housekeeping Bylaw*
- *Con 6 Pt Lot 34 RP 42R 2457 Part 1 PCL 15564 S/S PCL 6433 S/S, Municipally known as 597 Ford Road, Municipality of Magnetawan (Zhang)*

*Carried.*

**RESOLUTION 2023-290 Hetherington-Bishop**

*WHEREAS Council of the Municipality of Magnetawan receives and approves the Report - Housekeeping Amendment to Zoning By-law 2001-26 from Kent Randall and Sarah Bale, EcoVue Consulting Services Inc;*

*AND WHEREAS, Council receives and approves the DRAFT Housekeeping Bylaw as presented / amended;*

*NOW THEREFORE BE IT RESOLVED THAT the Housekeeping Amendment Bylaw 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.*

*Carried.*

**RESOLUTION 2023-291 Kneller-Hetherington**

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report of Jonathan Pauk and Jamie Robinson, Planner MHBC Planning, and supports the application for Zoning By-law Amendment as part of the consent process for: Zhang – 597 Fords Road. The By-law on this matter will be passed later in the meeting.*

*Carried.*

**RESOLUTION 2023-292 Hind-Bishop**

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

*Carried.*

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

### **2.1 DRAFT Magnetawan Daycare Centre Inc. Lease for Ahmic Harbour Community Centre By-law**

*RESOLUTION 2023-293 Hetherington-Bishop*

*WHEREAS the Council of the Municipality of Magnetawan receives and approves the DRAFT Magnetawan Daycare Centre Inc. Lease for Ahmic Harbour Community Centre By-law as presented;*

*NOW THEREFORE BE IT RESOLVED that the Council of the Municipality of Magnetawan that the Magnetawan Daycare Centre Inc. Lease for Ahmic Harbour Community Centre 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, the Magnetawan Daycare Centre Inc., will provide the Municipality of Magnetawan a copy of the Daycare Licence from the Ministry of Education, the approval from the Health Unit and Ministry of the Environment Conservation and Parks for the water system, Certificate of Insurance, approved Fire Safety Plan, applicable Building Permits and Ministry of Transportation approvals as well as any other applicable licencing and/or approvals from other agencies.*

*Carried.*

### **2.2 DRAFT Temporary Use By-law – Coombes – 10 George Street**

*RESOLUTION 2023-294 Kneller-Hind*

*WHEREAS the Council of the Municipality of Magnetawan approves the DRAFT Temporary Use By-law – Coombes – 10 George Street as presented, and the bylaw will be passed later in the meeting.*

*Carried.*

### **2.3 Report from Public Works Superintendent, Scott Edwards Hazmat Day July 15<sup>th</sup> 2023**

*RESOLUTION 2023-295 Kneller-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and approves the report Hazmat Day July 15, 2023, from Public Works Superintendent Scott Edwards and directs Staff to include a Hazmat Day in the 2024 Budget.*

*Carried.*

### **2.4 Report from Public Works Superintendent, Scott Edwards Award of RFP 2023-04 Municipal Rubber Tire Backhoe**

*RESOLUTION 2023-296 Bishop-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and approves the report Award of RFP 2023-04 Municipal Rubber Tire Backhoe from Public Works Superintendent Scott Edwards and approves the recommendation contained therein to award Jade Equipment with the Municipal Tire Backhoe RFP in the amount of \$198,500 plus HST as negotiated.*

*Carried.*

**2.5 Request from Burk's Falls Art Club 2024 Northern Ontario Art Association Art Show**

*RESOLUTION 2023-297 Bishop-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality receives the request from the Burk's Falls Art Club 2024 Northern Ontario Art Association Art Show and directs Staff to organize a wine and cheese event with boat tours on the evening of Friday September 6, 2024, and to include \$2,500 for this event in the 2024 Budget.*

*Carried.*

**2.6 Ministry of Municipal Affairs and Housing (MMAH), Outcome 2022 Financial Information Return (FIR) Award**

*RESOLUTION 2023-298 Hind-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the correspondence from the Ministry of Municipal Affairs and Housing, Outcome 2022 Financial Information Return Award;*

*AND FURTHER THAT Council thanks Treasurer Stephanie Lewin, and Jessica Dion and her team at Baker Tilly for a job well done.*

*Carried.*

**2.7 Report from Deputy Clerk, Laura Brandt New Years Eve Gala**

*RESOLUTION 2023-299 Hind-Kneller*

*\*Councillor Bill Bishop and Deputy Mayor John Hetherington declared pecuniary interest for Agenda Item 2.7 due to being a member of the Magnetawan Habitat for Humanity Chapter. Councillor Bill Bishop and Deputy Mayor John Hetherington left the room.*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and approves the report 2023 New Years Eve Gala from Deputy Clerk Laura Brandt and directs Staff to organize a New Years Eve Gala with all proceeds going to the Magnetawan Chapter of Habitat for Humanity and to include the amount of \$15,000 in the 2023 budget line 1-4-2600-2015 (Events) to be taken from Community Enhancement Reserves.*

*Carried.*

**2.8 Verbal Update Habitat for Humanity**

*RESOLUTION 2023-300 Hind-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the Verbal Update Habitat for Humanity for information only.*

*Carried.*

**MUNICIPAL BOARD AND COMMITTEE MINUTES**

**3.1 District of Parry Sound Social Services Administration Board Chief Administrative Officer's Report September 2023**

**3.2 Almaguin Highlands Health Centre Minutes September 7, 2023**

**3.3 Magnetawan Cemetery Board (MCB) Minutes September 26, 2023**

*RESOLUTION 2023-301 Bishop-Hetherington*

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

*Carried.*

## **CORRESPONDENCE**

- 4.1 **FONOM Policy Documents Mental health Act and The Controlled Drugs and Substances Act**
- 4.2 **Correspondence Graydon Smith MTO Requirements for Parades and Community Events**
- 4.3 **2024 OPP Annual Letter and Billing Statement**
- 4.4 **Correspondence Kim Brooks 10—day Magnetawan Trip**
- 4.5 **The United Senior Citizens of Ontario Senior of the Year Award Trish Lake**
- 4.6 **Thank You Card from The Magnetawan Agricultural Society**
- 4.7 **Form 6 – Sale of Land by Public Tender LT 26 E/S Stanley St PL 319, LT 24 E/S Chapel St PL 319 & PCL 26436 SEC SS LT 19 PL M286**
- 4.8 **Landfill Notice Switch to Winter Hours Poster**
- 4.9 **Thanksgiving Office Closure Poster**
- 4.10 **Seniors Free Dinner and Learn Event Wednesday November 22<sup>nd</sup> Poster**
- 4.11 **ICYMI Council Highlights September 13, 2023**

*RESOLUTION 2023-302 Kneller-Hind*

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

*RESOLUTION 2023-303 Bishop-Hetherington*

*WHEREAS the Council of the Municipality of Magnetawan recognizes the urgent need for physicians in Northern Ontario as it is experiencing a shortage of trained physicians and specialist physicians;*

*AND WHEREAS life expectancy of Northern residents is more than two years lower than the Ontario average, and mental health and addictions are at a four-times higher rate;*

*AND WHEREAS one in eight Northern residents does not have access to a family doctor, and many must travel long distances to access healthcare service representing the failure of healthcare in Northern Ontario;*

*AND WHEREAS communities in Northern Ontario require access to equitable health care, especially underserved rural, Indigenous, and Francophone communities;*

*AND WHEREAS in April of 2022, the Government announced an unprecedented medical expansion for NOSM University's medical programs;*

*AND WHEREAS the current base funding rates for the Northern School of Medicine University (NOSM) have not been increased sufficiently to accommodate growth and expansion*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan strongly requests the Provincial Government grant NOSM University's request for a permanent increase in annual base funding by \$4 million before the end of this fiscal year so it can continue to deliver on the mandate that the Conservative Government initially established in response to the needs of Northern municipalities;*

*AND FURTHER THAT a copy of this motion be forwarded to Premier Doug Ford, Minister of Health and Deputy Premier Sylvia Jones, Minister of Colleges, and Universities Jill Dunlop, MPPs Greg Rickford, Vic Fedeli, George Pirie, Ross Romano, Kevin Holland, Association of Municipalities of Ontario, Northern Ontario School of Medicine University, Federation of Northern Ontario Municipalities, Northern Ontario Academic Medicine Association, and the leaders of the opposition parties of Ontario.*

*Carried.*

**ACCOUNTS**

**5.1 Accounts in the amount of \$350,348.56**

*RESOLUTION 2023-304 Hind-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the accounts in the amount of \$350,348.56 as presented.*

*Carried.*

**BY-LAWS**

**6.1 Zoning By-law Amendment Application – Zhang – 597 Fords Road**

**6.2 Temporary Use By-law – Coombes – 10 George Street**

*RESOLUTION 2023-305 Hetherington-Hind*

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

*6.1 Zoning By-law Amendment Application – Zhang – 597 Fords Road*

*6.2 Temporary Use By-law – Coombes – 10 George Street*

*Carried.*

**CLOSED SESSION**

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

**(e) litigation or potential litigation**

**(h) information explicitly supplied in confidence to the municipality**

*RESOLUTION 2023-306 Kneller-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan moves to a closed session at 1:35 pm pursuant to Section 239(2) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, Council shall proceed into Closed Session in order to address matters pertaining to:*

*(e) litigation or potential litigation*

*(h) information explicitly supplied in confidence to the municipality*

*Carried.*

*RESOLUTION 2023-307 Hind-Bishop*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan returns to open session at 2:30 pm.*

*Carried.*



**CONFIRMING BY-LAW AND ADJOURNMENT**

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

*RESOLUTION 2023-308 Kneller-Hetherington*

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

*AND FURTHER THAT, this meeting is now adjourned at 2:35 pm to meet again on Wednesday October 25, 2023, at 1:00 pm or at the call of the Chair.*

*Carried.*

Approved by:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

DRAFT

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**  
**BY-LAW NO. 2023-**  
**BEING A BY-LAW TO LICENSE AND REGULATE THE USE OF SHORT-TERM ACCOMMODATION**  
**PROPERTIES IN THE MUNICIPALITY OF MAGNETAWAN**

**WHEREAS** Section 8 of the *Municipal Act, 2001, S.O. 2001, c.25* provides that the powers of the Municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on municipalities to enable municipalities to govern their affairs as they consider appropriate and to enhance the municipality's ability to respond to municipal issues;

**AND WHEREAS** Section 9 of the *Municipal Act, 2001, S.O. 2001, c.25* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purposes of exercising authority under the *Municipal Act, 2001, S.O. 2001, c.25* and any other Act;

**AND WHEREAS** Section 390 to 400 of the *Municipal Act, 2001, S.O. 2001, c.25* enables a municipality to pass By-laws for imposing fees or charges to permits and services provided or done by them;

**AND WHEREAS** pursuant to Section 434.1 of the *Municipal Act, 2001, S.O. 2001, c.25*, a municipality has the authority to impose a system of administrative monetary penalties and fees as an additional means of encouraging compliance with this by-law;

**AND WHEREAS** section 434.2 of the *Municipal Act, S.O. 2001, c. 25*, as amended provides that an Administrative Monetary Penalty imposed by the Municipality of a person constitutes a debt of the person to the Municipality and may be added to the Owner's tax roll and collected in the same manner as property taxes;

**AND WHEREAS** Section 23.1 of the *Municipal Act, 2001, S.O. 2001, c.25*, authorizes a municipality to delegate its powers and duties;

**AND WHEREAS** Section 151 of the *Municipal Act, 2001, S.O. 2001, c.25*, authorizes Council to exercise its authority to provide a system of licensing with respect to Short-term Accommodation businesses;

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

**1. DEFINITIONS:**

**"Accessory Building or Structure"** means a detached building or structure where the use of which is naturally and normally incidental to, subordinate to, or exclusively devoted to, the principal use of the main building on the same lot including a trailer, travel or tent trailer of any kind as described within the Municipality's current Zoning By-law regardless of ownership.

**"Bedroom"** means a room offered for Short-term Accommodation intended primarily for overnight occupation, which complies with the standards for a bedroom, as set forth by the Ontario *Building Code Act 1992, S.O. 1992, c.23*, and/or a room with one or more beds, murphy beds, pullout beds, sofa beds, day beds, futons or similar places for sleeping.

**"Council"** means the Council of the Corporation of the Municipality of Magnetawan.

**"Declared Emergency"** as defined in the *Emergency Management and Civil Protection Act, R.O.S. 9* as a situation or an impending situation that constitutes a danger of major proportion.

**"Demerit points"** means points that are approved under this By-law, applied to a subject property upon successful determination of an alleged violation. These points will be tracked and kept on file as to ensure compliance with the by-law. The Short-term Accommodation Licence may be revoked or reinstated based on the status of the demerit points applied against the subject property.

**"Dwelling Unit"** means a suite operated as a housekeeping unit, used or intended to be used by one or more persons which contains living, sleeping, sanitary facilities, and kitchen facilities, having a private entrance from outside the building or from a common hallway or stairway inside or outside the building. For the purpose of this By-law, a Dwelling Unit generally includes a house or cottage but shall not include an accessory structure (with or without habitable quarters), tent, trailer, park model trailer, mobile home, vehicle, watercraft, yurt, guest cabin, room or suite of rooms in a boarding or rooming house, hotel, motor home, or similar.

**"Fee"** means a Fee as set forth in the Municipality of Magnetawan Fees and Charges Bylaw as amended from time to time, which is not prorated and is non-refundable.

**"Guest"** means any person on the property who is not utilizing the property for overnight accommodation. For the purposes of this By-law, a Guest does not include a child under the age of (2) two years old at the time the Short-term Accommodation is utilized by the parent or guardian.

**"Licence"** means the licence issued under this By-law as proof of licensing under this By-law.

"**Licensed**" means to have in one's possession a valid and current Licence issued under this By-law and "Unlicensed" has the contrary meaning.

"**Licensee**" means the Owner of a Property who holds a Licence or is required to hold a Licence under this By-law for that Property;

"**Licensee Attestation**" means a document that has been prepared by the Municipality that prescribes the roles and responsibilities of the Licensee, including but not limited to, behavioural expectations as they relate to non-disturbance of neighbours;

"**Officer**" means a Municipal By-law Enforcement Officer, Chief Building Inspector, Building Official, Fire Prevention Officer, Fire Chief, Police Officer or other person appointed by by-law to enforce the provisions of Municipal by-laws.

"**Owner**" means the Person(s) holding title to the Property where the Short-term Accommodation is located, and "Ownership" has a corresponding meaning.

"**Parking Area**" means an area on the Property provided for the parking of motor vehicles and may include aisles, parking spaces, pedestrian walkways, and related ingress and egress lanes, but shall not include any part of a public street.

"**Property**" means the land upon which a Short-term Accommodation is operated, exclusive of buildings or structures or any part thereof.

"**Renter**" means a person responsible for the rental of the Property by way of concession, permit, lease, licence, rental agreement or similar commercial arrangement.

"**Responsible Person**" means an Owner or a Person, eighteen (18) years of age or older, duly appointed by an Owner to act on its behalf, and being responsible for ensuring the Short-term Accommodation is operated in accordance with the provisions of this By-law, the Licence and applicable laws;

"**Short-term Accommodation (STA)** means the commercial use of a residential Dwelling Unit that offers a place of accommodation or temporary residence, or occupancy by way of concession, permit, lease, licence, rental agreement or similar arrangement whether written or verbal for no fewer than twenty-eight (28) consecutive calendar days throughout all or part of the year. Short-term Accommodation uses shall not mean a motel, hotel, bed and breakfast establishment, tourist establishment, tourist cabin establishment, or similar commercial accommodation use.

**"Municipality"** means The Corporation of the Municipality of Magnetawan;

**"Zoning By-law"** means the Municipality's Comprehensive Zoning By-law, as amended from time to time, or any successor comprehensive Zoning By-law, as amended.

## **2. APPLICATIONS**

2.1 The requirement of this By-law applies to the business or occupation of providing Short-term Accommodation within the geographic limits of the Municipality of Magnetawan.

2.2 Persons who own, operate or offer a premises for Short-term Accommodation as of the effective date of this By-law, must file an application, for a Licence under this By-law.

2.3 The determination of whether a Licence application is "complete" in accordance with this By-law shall be within the discretion of the Municipality.

2.4 This By-law does not apply to a motel, bed and breakfast establishment, institutional establishment, tourist establishment, tourist camping establishment, resort or similar commercial or institutional use as defined in the Municipality's current Zoning By-law.

2.5 As of October 1<sup>st</sup> applicants may apply for a licence which will be valid as of January 1<sup>st</sup> of the following calendar year, provided the requirements for a licence found in Section 6 of this By-law have been met.

2.6 Licences will be issued to complete applications on a first come first serve basis during the inaugural year.

2.7 For each year following the inaugural year, licences will be issued to complete applications on a first come first service basis with priority being given to licensees with a valid licence for the previous year.

2.8 A total of licences 170 will be issued annually and no new licences will be issued until the number of licences falls below 170. For the purposes of this Section, a licence shall not be considered active if it has been revoked.

## **3. GENERAL PROVISIONS:**

3.1 Short-term Accommodation properties renting for less than three (3), one (1) week rentals within a calendar year are exempted from the requirement to obtain a licence.

3.2 Only one Licence per property per structure shall be issued to a property owner(s).

3.3 No person shall use an accessory building or structure as Short-term Accommodation.

3.4 Issued Licences shall be posted on the Municipal website, the Short-term Accommodation Municipal Mapping and shall include:

- a) Status of licence;
- b) Owner(s) name;
- c) Property address;
- d) Responsible Person's name and contact information;
- e) Demerit points applied to the property;
- f) Number of approved Bedrooms;
- g) Approved Occupancy; and
- h) Any other information deemed needed by the Municipality.

3.5 The Responsible Person identified on the Licence shall either attend the Property or contact the Renter at the request of the Municipality or a representative of the Municipality within the required time to address any complaints regarding the use of the property.

3.6 A Licensee shall ensure that any listing, advertisement, or publication etc. of the Short-term Accommodation property includes the corresponding Licence number issued by the Municipality.

3.7 The Licensee or the Responsible Person shall ensure all Renters and Guests are provided with waste diversion education, which shall include:

- a) location of Municipal Landfill sites;
- b) hours of operation for Municipal Landfill sites;
- c) Municipally supplied waste diversion stickers for household waste;
- d) Education on clear bag use; and
- e) Education on the sorting of refuse and/or recycling for Landfill disposal.

All refuse and recycling shall be sorted accordingly and located either in wildlife resistant containers if stored outside or appropriate containers if stored inside (garage/shed).

3.8 The minimum required stay for a Short-term Accommodation rental shall be no less than seven (7) consecutive days.

#### **4. PROHIBITIONS AND FAILURES:**

4.1 No Person shall operate, use, advertise or permit a Short-term Accommodation if:

- a) the Short-term Accommodation is not Licenced;
- b) the rental or use is greater than the number of bedrooms\additional sleeping spaces permitted by the Licence;
- c) there is a greater number of Renters and/or Guests than is permitted by the Licence;
- d) if the operation of the Property is not primarily for residential purposes;
- e) information contained and provided within the application is inaccurate or false;
- f) operation is in contravention of the approved floor plan;
- g) offer for rent a Short-term Accommodation for less than a seven (7) day consecutive period

4.2 No Person shall fail to produce a copy of the signed Licence or Short-term Accommodation Licensee Attestation upon the request of an Officer.

4.3 No Person shall fail to produce a Fire Safety Plan which shall be required for each Short-term Accommodation property with an occupancy of ten (10) Renters/Guests and shall be approved by the Chief Fire Official and posted in a location approved by the Chief Fire Official and shall be reviewed annually by the Licensee.

4.4 No Person shall permit the maximum number of Renters to exceed two (2) Renters for each bedroom and no more than two (2) additional occupants per additional sleeping space identified and approved as such on the floor plans submitted with the application for the Short-term Accommodation Licence, at any one time. For the purpose of this Section, children under the age of two (2) years old, shall not be considered a renter.

4.5 No Person shall permit the maximum number of Guests to exceed one (1) Guest per bedroom/additional sleeping space approved as such on the floor plans submitted with the application for the Short-term Accommodation Licence, at any one time. For the purpose of this Section, children under the age of (2) two years old, shall not be considered a guest.

4.6 No Person shall permit the maximum number of Renters and Guests on a Property at any given time, to exceed ten (10) regardless of the number of approved bedrooms and/or sleeping spaces.

4.7 No Licensee shall rent any room within the Property other than a Bedroom and/or additional sleeping space that was identified and approved as such on the floor plans submitted with the application for the Short-term Accommodation Licence.

4.8 No person shall offer a Short-term Accommodation for no less than seven (7) consecutive days.

4.9 No Person shall contravene the Requirements found in Section 7 of this By-law.

4.10 No person shall fail to comply with all applicable Municipal By-laws, Provincial and Federal Legislation, Electrical Safety Authority Regulations, North Bay Parry Sound District Health Unit, North Bay Mattawa Conservation Authority and any other applicable regulations or legislation.

4.11 No Licensee operating a Short-term Accommodation property that is not located on a Municipality maintained year-round road, shall fail to ensure all Renters and Guests are informed that emergency services may not be provided and how to access services should the need arise.

4.12 No Licensee operating a Short-term Accommodation property that is a water access only property, shall fail to ensure all Renters and Guests are informed that emergency services shall not be provided and how to access services should the need arise.

## 5. TERM OF LICENCE:

5.1 A Licence that has been issued pursuant to this By-law shall expire upon the earliest of the following events:

- a) December 31st of the year issued; and/or
- b) Upon the sale or transfer of the Property. For clarity, a Licence cannot be assigned or transferred to another Person; and/or
- c) The Licence has been revoked in accordance with the provisions of this By-law.

5.2 The Municipality shall have the right to extend any active Licence for up to one (1) calendar year after a declared emergency under the *Emergency Management and Civil Protection Act, R.O.S. 1990, c. E.9* has ended.

## 6. LICENSING REQUIREMENTS:

6.1 Every application for a new Licence, or the renewal of an existing Licence, will include:

- a) A completed application in the form required by the Municipality;
- b) Every Owner's name, address, telephone number, and email address;
- c) Proof of Ownership for the Property;
- d) Proof the Owner is at least eighteen (18) years of age;
- e) Statutory declaration signed by each and every Owner stating that the Property is used primarily for residential purposes and that each and every Owner understands their responsibilities as a Licensee;



- f) A name and contact information of the Responsible Person who can be readily contacted within thirty (30) minutes and respond to the property at the request of the Municipality or a representative of the Municipality, within sixty (60) minutes;
  - g) Proof that the installed septic system will support the property;
  - h) A water sample result from the North Bay Parry Sound District Health Unit that is not more than three (3) months old.
  - i) A signed copy of the Short-term Accommodation Licensee Attestation for the Licensed property;
  - j) Payment of the applicable Fees as noted within the Municipality's Fees and Charges By-law;
  - k) An exterior site diagram, drawn to scale of the Property identifying:
    - i. The location of all buildings and structures on the property;
    - ii. The exterior decks and related site amenities;
    - iii. The location of wells and all components of sewage systems;
    - iv. Location of the Parking Area with a minimum number of parking spaces as set out in the Zoning By-law; and
    - v. Waste diversion locations.
  - l) An interior floor plan, drawn to scale of the Property identifying:
    - i. The location of the electrical panel;
    - ii. The use of each room;
    - iii. The location of smoke and carbon monoxide alarms, and early warning devices;
    - iv. The location of fire extinguishers;
    - v. The location of all gas and electric appliances;
    - vi. The location of all fireplaces and fuel-burning appliances; and
    - vii. All entrances/exits to and from the building.
  - m) Records of tests and maintenance of smoke and carbon monoxide alarms, early warning devices and fire extinguishers;
  - n) A certificate of insurance which includes a liability limit of no less than five million dollars (\$5,000,000) per occurrence for Property damage or bodily injury. Such insurance policy shall identify that a Short-term Accommodation is being operated on the Property and name the Municipality of Magnetawan as an additional insured on their general liability. The insurance coverage required herein shall be endorsed to the effect that the Municipality shall be given at least thirty (30) days' notice in writing of any cancellation or material variation to the policy;
- OR

a certificate of insurance which includes a liability limit of no less than two million dollars (\$2,000,000) per occurrence for Property damage or bodily injury. Such insurance policy shall identify that a Short-term Accommodation is being operated on the Property. The insurance coverage required herein shall be endorsed to the effect that the Municipality shall be given at least thirty (30) days' notice in writing of any cancellation or material variation to the policy;

- o) Where applicable, confirmation of inspection or certification as required below;
- i. An Electrical Systems Safety Assessment certificate;
  - ii. Where there are wood burning appliances, a Wood Energy Technical Transfer (WETT) report dated no less than 5 years old issued by a certified WETT inspector;
  - iii. An annual inspection report, indicating that the chimney, flue pipes etc. have been inspected by a WETT certified chimney sweep and are safe to be utilized;
  - iv. An HVAC inspection report issued by an HVAC Technician. An updated report shall be required each year, and;
  - v. At time of renewal: maintenance and records of tests for all smoke and carbon monoxide alarms along with the guest log/register.

6.2 A Licensee shall be responsible for informing the Municipality, in writing, of any changes to the information contained within the application or any deviation to the approved plans within seven (7) days of such change or deviation. As per the current Fees and Charges By-law, an administration fee may apply.

6.3 Nothing herein allows a Licensee to rent bedrooms other than those identified and approved on the interior floor plans submitted with the application unless the Municipality has approved same.

## **7. REQUIREMENTS:**

7.1 The following shall be posted on the interior of the subject property and made available to Renters, and Guests and made available for inspection:

- i. A copy of the current Licence;
- ii. A copy of the interior floor plan;
- iii. A copy of the approved exterior site plan;
- iv. A copy of the current Open-Air Burning By-law;
- v. A copy of the current Noise By-law;
- vi. The occupant load of the residence;
- vii. Emergency "911" instructions with the address of the Property clearly printed and posted in a conspicuous location;

- a. if the Property is not located on a year-round municipality-maintained road, acknowledgement that emergency services may not be provided and how to access services should the need arise;
  - b. if the Property is a water access only property, acknowledgement that emergency services shall not be provided and how to access services should the need arise.
- viii. A copy of the smoke and carbon monoxide alarms maintenance and use instructions;
- ix. Name and contact information of the Responsible Person.

7.2 All Short-term Accommodations Properties must provide a class ABC portable fire extinguisher with a minimum rating of 2A 10BC on each floor of the Property and a Class 5BC kitchen extinguisher in all cooking areas.

7.3 Portable extinguishers shall be:

- i. Kept operable and fully charged;
- ii. Located so that they are easily seen and shall be accessible at all times;
- iii. Tested and maintained by either the Licensee, Responsible Person or by a qualified person in accordance with the manufacturer's specifications;
- iv. Replaced according to manufacturer's recommendations, or as per NFPA 10, or every 5 years; and
- v. Records shall be kept identifying when an extinguisher was inspected, purchased and/or replaced.

7.4 Confirmation that the smoke and carbon monoxide alarms have been checked and are in working condition after a Renter leaves.

7.5 The Licensee shall maintain a guest register which indicates the Renters' and Guests' names, addresses, telephone numbers, number of Renters and Guests, length of stay. This guest register must be provided to the Municipality within twenty-four (24) hours upon request.

## **8. ISSUANCE OF LICENCE AND GROUNDS FOR REFUSAL AND REVOCATION:**

8.1 The Municipality reserves the right to issue, refuse to issue, renew a Licence, to revoke or to impose terms and conditions on a Licence if the Municipality has reason to believe there has been a contravention.

8.2 The Municipality may refuse to issue or renew a Licence where:

- i. The Owner fails to meet the requirements of the application or this By-law;

- ii. There are reasonable grounds to believe that the operation of the Short-term Accommodation may be averse to the public interest;
- iii. A Licence has been previously revoked or made subject to terms and conditions;
- iv. An Owner has presented a history of contravention with this By-law;
- v. An Owner has presented a history of contravention with the Noise By-law;
- vi. The proposed use of the property is not permitted by the Zoning By-law;
- vii. The Owner is indebted to the Municipality in respect of fines, penalties, judgements, or any other amounts owing, including awarding of legal costs, disbursements, outstanding property taxes and late payment charges;
- viii. The Property does not conform with applicable federal and provincial law and regulations or municipal by-laws, including, but not limited to, the Zoning By-law, Property Standards By-law, the *Ontario Building Code Act 1992, S.O. 1992, c.23*, the *Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4* and the *Electricity Act, 1998, S.O. 1998, c. 15, Schedule A*;
- ix. The septic requirements have not been met;

8.3 The Municipality may revoke a Licence if it was issued in error or granted based on incorrect or false information.

8.4 Where the application for a License has been revoked, or cancelled, the fees paid by the Applicant, in respect to the License, shall not be refunded.

## 9. ORDERS:

9.1 If an Officer is satisfied that a contravention of this By-law has occurred, the Officer may make an order requiring the Renter, or Person who contravened this By-law, or Person who caused or permitted the contravention, or the Licensee to take actions to correct the contravention.

9.2 The order shall set out:

- i. Reasonable particulars of the contravention to identify the contravention and the location of the contravention; and
- ii. The work to be done and the date by which the work must be done, if any.

9.3 An order may be served personally upon the Owner to whom it is directed to or sent by registered mail or electronic mail to the address shown on the last revised assessment roll or to the last known address.

9.4 In the event the Officer is unable to serve any Order under the provisions of this By-law, the Order shall be posted in a conspicuous place on the property, and the placing of the Order shall be deemed to be sufficient service of the Order on the Renter or Licensee/Owner.

9.5 An order under Section 10 may require action be taken even though the facts which constitute the contravention of this By-law were present before this By-law came into force.

9.6 No Person shall fail to comply with an order issued pursuant to Section 10.

9.7 An order under this By-law may require work to be done even though the facts which constitute the contravention of this By-law were present before this By-law came into force.

9.8 Any violations of this By-law shall be addressed pursuant to their respective remedies. In addition, demerit points will be levied against the Licensee.

#### **10. ENTRY AND INSPECTION:**

10.1 An Officer, Fire Chief or Building Official may, at any reasonable time, enter onto any land to determine whether this By-law is being complied with.

10.2 Every Owner shall permit an Officer, Fire Chief or Building Official to inspect any part of the Property for the purposes of determining compliance with this By-law.

10.3 Notwithstanding any provision of this By-law, an Officer or Building Official shall not enter or remain in any room or place actually being used as a Dwelling Unit, unless:

- a) The consent of the occupier is obtained after the occupier has been informed that the right of entry may be refused and, if refused, may only be made under the authority of a warrant issued under the *Provincial Offences Act*, R.S.O.1990, c.P.33, as amended; or
- b) A warrant is issued under the *Provincial Offences Act*, R.S.O.1990, c. P.33, as amended, is obtained.

10.4 A Fire Chief may, without a warrant, enter and inspect land and Property at a reasonable time for the purposes of assessing fire safety pursuant to section 19(2) of the *Fire Protection and Prevention Act*, 1997, S.O. 1997, c. 4, as amended.

#### **11. OBSTRUCTION:**

11.1 No Person shall hinder or obstruct, or attempt to hinder or obstruct, any Officer, Fire Chief or Building Official exercising a power or performing a duty under this By-law.

11.2 Any person who has been alleged to have contravened any of the provisions of this By-law, shall identify themselves to the Officer, Fire Chief or Building Official upon request, failure to do so shall be deemed to have obstructed or hindered the Officer, Fire Chief or Building Inspector in the execution of their duties.

## **12. PENALTY:**

12.1 Every Person who contravenes any of the provision of this By-law may be subject to one or more of the following:

- a) Administrative Penalty, as permitted under Section 434.1 of the *Municipal Act, 2001, S.O. 2001, c. 25* as amended; and/or
- b) Set fines as permitted under the *Provincial Offences Act*; and/or
- c) Set fines as permitted under the *Fire Protection and Prevention Act, 1197, S.O. 1997, c.4*, as amended; and/or
- d) Set fines as permitted under O.Reg. 213/07: Fire Code;
- e) Set fines as permitted under the *Building Code Act 1992, S.O. 1992, c.23*; and/or
- f) Fees, demerit points as outlined in Schedule "A" of this By-law and/or additional charges, which may be amended from time to time.

12.2 Every Person who contravenes an order under this By-law is guilty of an offence.

12.3 Each day a contravention occurs constitutes a new offence.

12.4 Every Person who contravenes any provision of this By-law is guilty of an offence and all contraventions of the By-law are designated as continuing offences pursuant to Section 429 of the *Municipal Act, 2001, S.O. 2001, c 25*.

12.5 Every Person or Owner who concurs in such contravention, is guilty of an offence and may be subject to an Administrative Penalty or set fine.

12.6 Every Person who contravenes any provision of this By-law is guilty of an offence pursuant to the provisions of the *Provincial Offences Act R. S. O. 1990, Chapter P. 33*, as amended, and upon conviction, a Person is liable to a fine of not more than \$ 5,000, exclusive of costs.

12.7 Every Person who contravenes any provision of this By-law, is guilty of an offence and on conviction liable to a fine not exceeding \$25,000 for a first offence and \$50,000 for any subsequent offence.

12.8 Where a Person has been convicted for an offence under this By-law by a court of competent jurisdiction, the court may in addition to any other penalty imposed on the Person convicted, issue an order prohibiting the continuation or repetition of the offence or the doing of any act or thing by the Person convicted directed toward the continuation or repetition of the offence.

12.9 Fees, fines, penalties, and/or charges are as Schedule "A" attached for 2023 and are to be incorporated into the current Fees and Charges By-law. Any changes to Schedule "A" will be made during the annual updating of the Fees and Charges By-law and will be contained therein.

### **13. ADMINISTRATIVE MONETARY PENALTIES**

13.1 An Officer may issue an Administrative Monetary Penalty to the Person, Owner or Licensee found in contravention of any provision of this By-law.

13.2 Any Person who contravenes any provision of this By-law, upon receiving an Administrative Monetary Penalty pursuant to Section 14.1, may be liable to pay to the Municipality an Administrative Penalty.

### **14. COLLECTION OF UNPAID FINES**

14.1 Pursuant to Section 441 of the *Municipal Act, 2001, S.O. 2001, C 25*, if any part of a fine for a contravention of this By-law remains unpaid after the fine becomes due and payable under Section 66 of the *Provincial Offences Act, R. S. O. 1990, c P. 33; Provincial Offences Act* including any extension of time for payment ordered under that Section, the Licence Issuer may give the Person against whom the fine was imposed a written notice specifying the amount of the fine payable and the final date on which it is payable, which shall be not less than 21 days after the date of the notice. If the fine remains unpaid after the final date specified in the notice, the fine is deemed to be unpaid taxes pursuant to Section 351 of the *Municipal Act, 2001, S.O 2001, c. 25* and may be added to the Owner's tax roll and collected in the same manner as Property taxes.

### **15. DEMERIT POINT SYSTEM**

15.1 Notwithstanding any other provision of this By-law, this section does not apply to Short-term Accommodation Properties for which a previously issued Licence has expired and/or been revoked.

15.2 If at any time an Officer determines that the operation of a licensed Short-term Accommodation does not comply with any part of this By-law, the Officer shall impose Demerit Points against the Short-term Accommodation Property.

15.3 Demerit Points shall remain in place until the three (3) year anniversary of the date on which the Demerit Points were imposed.

15.4 A Licence may be revoked if the total of Demerit Points in effect respecting a Short-term Accommodation is at least fifteen (15).

15.5 If the total number of Demerit Points in effect respecting a Short-term Accommodation is seven (7) or more but fewer than fifteen (15), the Owner is required to provide to the satisfaction of the Officer written confirmation of the measures to be implemented by the Owner to avoid the imposition of further Demerit Points.

15.6 If the total number of Demerit Points in effect respecting a Short-term Accommodation is fifteen (15) or more, the Officer shall immediately revoke the Licence.

## 16. SCHEDULES

16.1 The following schedules attached hereto form part of this By-law but may be changed by motion of Council:

- i. Schedule "A" Demerit Points for Violations
- ii. Schedule "B" Fines for Violations

## 17. MUNICIPALITY NOT LIABLE

17.1 The Municipality assumes no liability for property damage or Personal injury resulting from remedial action or remedial work undertaken with respect to any Person or property that is subject of this By-law.

## 18. ENFORCEMENT

18.1 A decision of a Court stating that one or more of the provisions of this By-law are invalid in whole or in part does not affect the validity, effectiveness, or enforceability of the other provisions or parts of the provisions of this By-law.

18.2 This By-law shall come into full force and effect as of January 1<sup>st</sup>, 2024.

READ a **FIRST**, **SECOND** and **THIRD** time and passed this 25<sup>th</sup> day of October 2023.

**THE COPORATION OF THE  
MUNICIPALITY OF MAGNETAWN**

\_\_\_\_\_  
Mayor

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



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

**SCHEDULE "A"**

**DEMERIT POINTS FOR VIOLATIONS UNDER SHORT-TERM ACCOMMODATION LICENCE**

<b>SECTION</b>	<b>SHORT FORM WORDING</b>	<b>DEMERIT POINT</b>
2.4	Operating STA for Commercial activities	7
3.5 / 6.1f	Failure to respond to concern within thirty (30) minutes	4
3.5 / 6.1f	Failure to attend Premises within sixty (60) minutes	4
3.7	Failure to provide Waste Diversion Education	4
4.1 a) – g)	Operate, use, advertise or permit a Short-term Accommodation in contravention of 4.1 a) to g) inclusive	7
4.2	Failure to produce a copy of the signed licence or attestation	4
4.3	Failure to create and/or produce and/or post an approved Fire Safety Plan for an STA with an occupancy of 10 renters/guests	7
4.4 4.5 4.6 4.7	Number of renters/renters on Premises contrary to Licence	4
4.8	Offering a STA Accommodation for less than a seven (7) day consecutive rental	4
4.9	Contravention of Section 7 – Requirements	7
4.11 4.12	Failure to advise renters and guests how to access emergency services that may not be provided due to private/unmaintained and/or water access	7
6.1 k) iv	Parking contrary to approved Licence	4
6.2	Failure to notify of Licence changes within seven (7) days	4
7.1	Failure to post required documentation	4
7.2	Failure to provide fire extinguisher as required	4
8.2 viii	Confirmed Municipal by-law contravention of any by-law or this by-law	7
8.2 viii	Confirmed Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4 contravention	7
8.2 viii	Confirmed Ontario <i>Building Code Act</i> 1992, S.O. 1992, c.23 contravention	7
9.1	Contravention of an Order under any Act or this By-law	5
9.4	Removal of STA posted Order that is not under either the <i>Building Code Act</i> 1992, S.O. 1992, c.23 or the <i>Fire Protection and Prevention Act</i> , 1997, S.O. 1997, c. 4, without consent	7
11.1	Hinder/Obstruct an Officer while on duty	7

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN  
BY-LAW NO. 2023-  
SCHEDULE "B"**

**BEING A BY-LAW TO LICENCE AND REGULATE THE USE OF SHORT-TERM ACCOMMODATION  
PROPERTIES IN THE MUNICIPALITY OF MAGNETAWAN**

SECTION	SHORT FORM WORDING	SET FINE
2.4	Operating STA for Commercial activities	\$5000
3.5 / 6.1f	Failure to respond to concern within thirty (30) minutes	\$1500
3.5 / 6.1f	Failure to attend Premises within sixty (60) minutes	\$1500
3.7	Failure to provide Waste Diversion Education	\$1500
4.1 a)-g)	Operating STA without a Licence 4.1 a) – g) Operate, use, advertise or permit a Short-term Accommodation in contravention of 4.1 a) to g) inclusive	\$5000
4.2	Failure to produce a copy of the signed licence or attestation	\$2500
4.3	Failure to create and/or produce and/or post an approved Fire Safety Plan for an STA with an occupancy of 10 renters/guests	\$5000
4.4 4.5 4.6 4.7	Number of guests/renters on Premises contrary to Licence	\$2500
4.8	Offering a STA Accommodation for less than a seven (7) day consecutive rental	\$2500
4.9	Contravention of Section 7 – Requirements	\$5000
4.11 4.12	Failure to advise renters and guests how to access emergency services that may not be provided due to private/unmaintained and/or water access	\$5000
6.1 k) iv	Parking contrary to approved Licence	\$5000
6.2	Failure to notify of Licence changes within seven (7) days	\$1500
7.1	Failure to post required documentation	\$5000
7.2	Failure to provide fire extinguisher as required	\$5000
8.2 viii / 4.10	Confirmed Municipal by-law contravention of any by-law or this by-law	\$5000
8.2 viii	Confirmed <i>Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4</i> contravention	As Per The Act
8.2 viii	Confirmed <i>Ontario Building Code Act 1992, S.O. 1992, c.23</i> contravention	As Per The Act
9.1	Contravention of an Order under any Act or this By-law	\$2500
9.4	Removal of STA posted order that is not under either the <i>Building Code Act 1992, S.O. 1992, c.23</i> or the <i>Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4</i> , without consent	\$5000
1.1	Hinder/Obstruct an Officer while on duty	\$5000



DRAFT

### SHORT-TERM ACCOMMODATION APPLICATION UNDER BY-LAW 2023-

Name of Applicant (must be an owner) \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**PURPOSE OF APPLICATION**

New       Renewal, years in operation \_\_\_\_ Previous Licence No: \_\_\_\_\_

**RESPONSIBLE PERSON**

Name/Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_



**PREMISES DETAILS**

Short-term Accommodation Property Address: \_\_\_\_\_

Access is:     Year-round Municipal Road     Seasonally Maintained Municipal Road  
               Private Road     Right-of-way     Unopened Road Allowance

Please identify the dwelling to be used for Short-term Accommodation:

House       Cottage

The property is primarily used for:

Residential     Commercial     Agriculture     Other: \_\_\_\_\_

Current Use of Premises: \_\_\_\_\_ Zoning of the Property: \_\_\_\_\_

Number of Bedrooms: \_\_\_\_\_

**APPLICANT ATTESTATION – SHORT-TERM ACCOMMODATION – SAFETY MEASURES**



- ✓ Smoke alarms are installed as per the Fire Code and are in working order
- ✓ Fire extinguishers are installed as per the Fire Code and are in working order
- ✓ Carbon Monoxide Detectors installed as per the Fire Code and are in working order
- ✓ Emergency 911 instructions posted in a conspicuous location inside the Accommodation
- ✓ If the Short-term Accommodation premises is not on a year-round municipality-maintained road, the following Emergency 911 Instruction must be posted at the Property:  
*“Due to the STA premises not being accessible by a year-round municipality maintained public road, emergency services shall not be provided”*
- ✓ Interior and Exterior passageways are maintained free and clear of obstruction
- ✓ Means of egress operable and unobstructed (bedroom doors and windows).

I, \_\_\_\_\_, the legal registered owner(s) of the above noted property, hereby attest that the safety measures outlined above are correctly installed, tested, and inspected, and will continue to be maintained in proper working order. I further acknowledge that I am aware that the Municipality is liable nor negligent for damages and/or bodily injury as a result of defective and/or unmaintained equipment and/or lack of emergency education.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**STATUTORY DECLARATION OF OWNER(S)**

**DRAFT**



I hereby acknowledge and certify that:

- ✓ the information contained in this application, attached schedules, attached plans and specifications and/or any and all other attached documentation is true and correct;
- ✓ that I have read, understand, will adhere to, and will fulfill my obligations under the Municipality's Short Term Accommodation By-law [insert link to bylaw from website](#)
- ✓ that it is an offence under the Short Term Accommodation By-law to provide false or misleading information on this application or at any time hereafter to any person having authority for the enforcement of administration of the by-law and that the provision of false or misleading information may result in the prosecution and/ or penalties as set out in the by-law, and/or the refusal or revocation of the Short Term Rental Licence;
- ✓ that the issuance of a licence under this by-law does not permit or condone the violation of any By-law, statute or other regulation in effect in the Municipality of Magnetawan, the Province of Ontario or the Dominion of Canada and it shall be my responsibility to ensure that such applicable legislation is complied with at all time;
- ✓ I give permission for an Officer, Fire Chief or Building Official to inspect any part of the Property for the purposes of determining compliance with this By-law.

Name of Owner _____	Signature _____	Date _____
Address: _____		
Phone: _____	Email: _____	

Name of Owner _____	Signature _____	Date _____
Address: _____		
Phone: _____	Email: _____	

Name of Owner _____	Signature _____	Date _____
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*Personal Information in this form and Schedules, is collected under the authority of the Municipal Freedom of Information and Privacy Act and will be used in the administration and enforcement of the Short-term Accommodation Licensing By-Law. Questions about this collection can be directed to the CAO of the Municipality of Magnetawan – clerk@magnetawan.com*

## **ATTACHMENTS (THE FOLLOWING MUST ACCOMPANY THE APPLICATION)**



- i. Proof of ownership for the Property (deed);
- ii. Application fee of \$1,000 for 2024 or as prescribed in the current Fees and Charges By-law;
- iii. Every Owner's name, address, telephone number, and email address;
- iv. Statutory declaration signed by every Owner stating that the Property is used primarily for residential purposes and that every Owner understands their responsibilities as a Licensee;
- v. The name and contact information for a Responsible Person who can be readily contacted within thirty (30) minutes and respond to the property at the request of the Municipality or a representative of the Municipality, within sixty (60) minutes of being notified;
- vi. Interior Floor Plan of the premises (see by-law for requirements);
- vii. Exterior Site Plan of the premises (see by-law for requirements);
- viii. Proof of an approved septic system from the North Bay Mattawa Conservation Authority;
- ix. A water sample result from a registered North Bay Parry Sound District Public Health Unit that is not more than three (3) months old;
- x. Records of tests and maintenance of smoke and carbon monoxide alarms, early warning devices and fire extinguishers;
- xi. A certificate of insurance which includes a liability limit of no less than five million dollars (\$5,000,000) per occurrence for Property damage or bodily injury. Such insurance policy shall identify that a Short-term Accommodation is being operated on the Property and name the Municipality of Magnetawan as an additional insured on their general liability. The insurance coverage required herein shall be endorsed to the effect that the Municipality shall be given at least thirty (30) days' notice in writing of any cancellation or material variation to the policy; OR a certificate of insurance which includes a liability limit of no less than two million dollars (\$2,000,000) per occurrence for Property damage or bodily injury. Such insurance policy shall identify that a Short-term Accommodation is being operated on the Property. The insurance coverage required herein shall be endorsed to the effect that the Municipality shall be given at least thirty (30) days' notice in writing of any cancellation or material variation to the policy;
- xii. An Electrical Systems Safety Assessment Certificate;
- xiii. Where there are wood burning appliances, a Wood Energy Technical Transfer (WETT) report dated no less than five (5) years old issued by a certified WETT inspector;
- xiv. An annual inspection report, indicating that the chimney, flue pipes, etc. have been inspected by a WETT certified chimney sweep and are safe to be utilized;
- xv. An HVAC inspection report issued by an HVAC Technician. An updated report shall be required each year.



Please return the completed application and payment to the Municipality of Magnetawan to [planning@magnetawan.com](mailto:planning@magnetawan.com), or to Box 70, 4304 Highway 520, Magnetawan ON POA 1P0.

Applications will be accepted on or after October 1<sup>st</sup> of each year and are valid as of January 1st of the following calendar year, provided the requirements for a licence in the Short-term Accommodation By-law have been met.

Applications will not be deemed complete until all documentation and payment has been received and reviewed.

Licences will be issued to complete applications on a first come first serve basis during the inaugural year (2024). For each year following the inaugural year, licences will be issued to complete applications on a first come first service basis with priority being given to licensees with a valid licence for the previous year.

A total of 170 licences will be issued annually and no new licences will be issued until the number of licences falls below 170.

*For office use only:*



Date Application Received: \_\_\_\_\_ Time Application Received: \_\_\_\_\_

Notes:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Application deemed Complete: \_\_\_\_\_

Time Application Deemed Complete: \_\_\_\_\_

Approved by: \_\_\_\_\_

Licence Number issued: \_\_\_\_\_

## Erica Kellogg

---

**From:** Brown, William <William.Brown@nbpcd.com>  
**Sent:** October 17, 2023 11:10 AM  
**To:** sdunnett2@gmail.com  
**Cc:** Erica Kellogg  
**Subject:** STR Proposed Rules--Please ensure that this email is on the public record.

Good morning Sam. First, I want to say that the changes to the proposed bylaws are appreciated...The removal of the 300 M rule; the ban on corporate ownership of STRs, and the easing of insurance requirements are a step towards the compromise you said you were seeking. This said, these items were as I already stated either prohibitory or outright illegal in the first place. I believe had we not threatened litigation the bylaw would have passed already with these prohibitions in place and we'd be out of business.

That said, it would be nice to minimize legal costs on both sides of the STR issue. I have no doubt that STR regulation and licensing is coming in some way, shape or form everywhere whether we like it or not, and I maintain hope that Magnetawan can strike a balance as it brings in its version.

I am hereby requesting that a few of the proposed rules be changed or eliminated as follows:

1. 7 day minimum rental be changed to 7 days min in peak season only; 2 days min all other times.
2. Requirement for personal and confidential renter information be removed—we have concerns for our own personal information being posted on a public website and our guest's information being provided to the municipality upon request.
3. The Maximum occupancy be increased to that which the septic system is capable of handling.
4. Outbuildings, to the extent that they are compliant with existing by-laws—i.e. living accommodations above boathouse; one outbuilding per property, be allowed as accommodation subject to septic capacity and total occupancy limits. To the extent that outbuildings would increase capacity to more than acceptable from a septic system perspective, the use of outbuildings for non-accommodation—designated office, gazebo/sitting area, or games room etc, should be clarified and permitted.
5. A provision be included for an objective appeal process.
6. A clause to address and protect STR owners from frivolous complaints or a nuisance clause be added.
7. The proposed fines and penalties be reduced by 50%.
8. The 60 minute requirement to be on-site be changed to 2 hours and clarified to include a delegate of the STR owner.

If these changes are made to the STR by-laws, you have my word that my wife and I will pay our dues and abide by the rules and do our best to run a trouble free STR operation as we have done for 7 years already. The proposed rules, with these modifications would represent a true balance that would show anti- STR constituents that council is taking action, while protecting the pre-existing STR owner constituents and local business interests. If, on the other hand, the By-Laws go through with all proposed rules in place, it will cost us hundreds of thousands of dollars over the next few years, and as such we will need to act accordingly to protect our interests. As I have offered many times before, I would be happy



to sit down face to face and discuss my rationale to either you individually or to the council together. The offer still stands.

Sincerely,


Bill Brown

P.S. In my professional view, the timing of any action that has the effect of reducing the flow of tourism and spending in the community, as we head towards a soft patch in the economy and many property owners and businesses struggle with higher interest rates, taxes and inflation, could not be worse. As our elected officials, your priority at a time like this should be to PROMOTE tourism and local business; to attract people to the community and to incent people to invest in their properties. Licencing fees should be allocated to marketing the community, attracting tourists and creating events that would benefit STR owners and Motel and resort owners and local businesses alike. When we spoke at the market last summer, I shared with you a dream of how the town could be improved with an attraction/museum/park/games complex at the currently embarrassing North West corner of downtown Magnetawan. Imagine how the collective interests of the town would be improved if all the STR licensing fees were used to buy the land and build something tangible and to everyone's benefit. Now THAT would be a legacy for council to be proud of! I'd be happy to sit on the committee charged with such an endeavour!

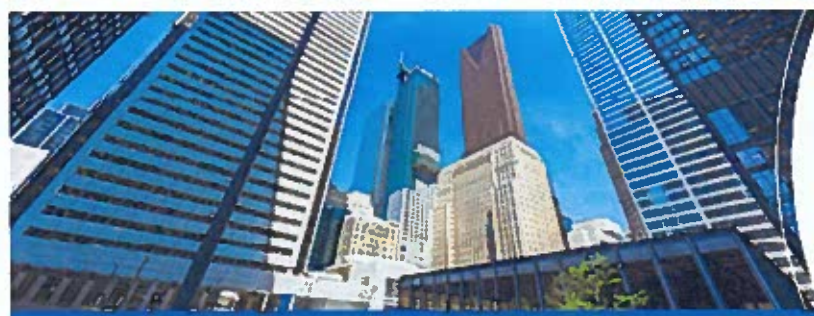
**Bill Brown**, CFP®, CIM®, FCSI®  
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Senior Portfolio Manager

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**Brown Moncik Leith**

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## Erica Kellogg

---

**To:** Erica Kellogg  
**Subject:** FW: STR licencing

**From:** SourceOne Property Management <sourceone.barrie@gmail.com>  
**Sent:** Tuesday, October 17, 2023 4:18 PM  
**To:** Erica Kellogg <ekellogg@magnetawan.com>  
**Subject:** Re: STR licencing

Absolutely. Thank you.  
Doris

On Tue, Oct 17, 2023, 3:10 p.m. Erica Kellogg <[ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)> wrote:

Hello Paul and Doris,

Can you please confirm that the intent is to have the email included in the Council Agenda package as public comment.

Thanks,

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**From:** SourceOne Property Management <[sourceone.barrie@gmail.com](mailto:sourceone.barrie@gmail.com)>  
**Sent:** Tuesday, October 17, 2023 2:21 PM  
**To:** [livingmagnetawan@gmail.com](mailto:livingmagnetawan@gmail.com); Councillor Kneller <[councillorkneller@magnetawan.com](mailto:councillorkneller@magnetawan.com)>; [john.s.hetherington@gmail.com](mailto:john.s.hetherington@gmail.com); Jon Hind <[councillorhind@magnetawan.com](mailto:councillorhind@magnetawan.com)>; [sdunnett2@gmail.com](mailto:sdunnett2@gmail.com); Erica Kellogg <[ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)>  
**Subject:** STR licencing

Hello all,

We have been following the STR licensing process in Magnetawan with great interest. Although I have emailed you all twice before (without a single response I might add), I am going to chime in once again. I believe that the proposed by-law will hurt the local business and therefore their employees/community.

- **1 week rentals** will essentially shut down cottage rentals (for those who are NOT looking for a hotel room) during the fall and winter seasons. Although this doesn't impact our cottage guests (we only rent during the summer), many owners in our group rent throughout the year and promote local restaurants and stores. This will significantly impact tourism to the area during the shoulder seasons.
- We are private cottage owners simply looking to offset cottage expenses, not to make a profit. We rent from the end of June to the labour day weekend (minus 2-3 weeks when we use it ourselves). **Why is there no category for tax payers/cottage owners who would like to rent their cottages for a few weeks in the summer only.** I see that owners renting for fewer than 3 weeks are exempt from the licensing process but that doesn't even cover 1 month of rentals. Please consider extending it for those who are not running a STR as a business.
- If the application cost is \$1,000 x 170 applications that are expected, that brings **\$170,000** into the treasury. What!? That feels like a **cash grab** - since we know that the costs of monitoring the STRs are MUCH lower than that.

- Magnetawan is gaining a **reputation** as the least friendly municipality for businesses. It has one of the most onerous list of STR requirements in Ontario. It seems like your staff has collected a list of the highest fines and most restrictive by-laws and put them all into one document.
- Why is there is no allowance for an **appeal process**? Under your proposed by-laws, if a neighbour complains, the STR is shut down UNTIL it is investigated: guilty until proven innocent. What mechanics are in place to prevent frivolous complaints? There are no measures in place to fine neighbours making frivolous complaints and wasting Municipality time/resources. Our experience on our road has been that the noisiest neighbours are permanent residents - not cottage guests.
- I OBJECT to your proposed invasion of my **privacy** by posting my name and possible demerits in a public space. This opens cottages up to break-ins and violates our privacy.
- Other than the exorbitant fines, **penalties** are also waaaaay off the charts. Insurance requirements also seem burdensome.
- If you want to treat STRs as businesses, please at least make by-laws that SUPPORT those who chose to run them as a business. They bring tourist dollars to our municipality.

Respectfully submitted,

Paul & Doris Maier

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

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

**WHEREAS** in 2015 Council of the Municipality of Magnetawan supported a request from the Langford Family Investments deeming together Plan 319 Lot 19 E/S Miller St, Lots 18 & 19 Plan 319W/S Richmond Street;

**AND WHEREAS** Council of the Municipality of Magnetawan passed Zoning By-law 2015-13 to rezone the above noted parcels to CV-2 with specific permitted uses, of which included boat storage;

**AND WHEREAS** in 2023 Council of the Municipality of Magnetawan supported a request from the Langford Family Investments to deem Plan 319 Lot 20 E/S Miller St, to the above noted previously deemed lots;

**AND WHEREAS** Council of the Municipality of Magnetawan received a complete application and fees from Langford Family Investments asking that Plan 319 Lot 20 E/S Miller St be rezoned to be included within the CV-2 exception zone;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan supports the application to include the above 2023 deemed parcel to be included in the Zoning By-law Amendment exception CV-2 Zone and a By-law will be passed later in the meeting.

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

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

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

Recorded Vote

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

**MUNICIPALITY OF MAGNETAWAN**  
**NOTICE OF COMPLETE APPLICATION and PUBLIC MEETING FOR A ZONING BY-LAW AMENDMENT**

**TAKE NOTICE** that the Municipality of Magnetawan has received a complete application to amend the Municipality's Zoning By-law under Section 34 of the *Planning Act* of the *Planning Act*, R.S.O., 1990. The Corporation of the Municipality of Magnetawan will hold a Public Meeting on:

**October 25<sup>th</sup> 2023**, At 1:00 pm. at the  
Municipality of Magnetawan Community Centre, 4304 Hwy #520, Magnetawan, Ontario

**THE PURPOSE OF THE PUBLIC MEETING** is to consider a rezoning application to amend Zoning By-law No. 2001-26 of the Municipality of Magnetawan, pursuant to Section 34 of the *Planning Act*, R.S.O. 1990, Chapter P. 13. A key map showing the location of the property affected by the Zoning By-law Amendment is attached to this notice.

**DESCRIPTION OF THE LANDS** The application for Zoning By-law Amendment applies to the subject property located at Plan 319 Lot 20 E/S Miller S.

**THE PURPOSE** of the proposed application is to amend Zoning By-law No. 2001-26 as amended and to amend By-law 2015-13, adding the subject land to be included in the Village Commercial exception three (CV-2) zone.

**THE EFFECT** if the application is passed, it would rezone the subjects and permit the following commercial uses;

Boat Storage	Business Professional and Administrative Offices
Day Nursery	Marine Sales and Service Establishment
Parking Lot	Personal Service Shop
Post Office	Retail Store

Residential Dwelling Units located on the second story of a building or to the rear of the main building.

**INFORMATION AVAILABLE**

Information relating to the proposed rezoning application is available for public review on the Municipal website – [www.magnetawan.com](http://www.magnetawan.com) – or by requesting it during business hours, Monday to Friday from 8:00 am to 4:00 pm, at the Municipality of Magnetawan Municipal Office (4304 Hwy #520 Magnetawan, Ontario, POA 1P0) or by emailing: [planning@magnetawan.com](mailto:planning@magnetawan.com)

**NOTICE OF DECISION**

If you wish to be notified of the decision of the Municipality of Magnetawan on the proposed Zoning By-law Amendment you must make a written request to Erica Kellogg, Deputy Clerk – Planning and Development at the Municipality of Magnetawan.

**ORAL AND WRITTEN SUBMISSION – APPEAL**

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Municipality of Magnetawan to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of Magnetawan before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of Magnetawan before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so. Individuals who make written submissions should be aware that their submission and any personal information in their correspondence will become part of the public record and made available to the Applicant, Committee and Council.

**PLEASE SUBMIT ANY WRITTEN COMMENTS TO ERICA KELLOGG**  
**Quoting File No: LANGFORD FAMILY INVESTMENTS ZONING BY-LAW AMENDMENT**

Erica Kellogg, Deputy Clerk – Planning and Development  
Municipality of Magnetawan

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

705-387-3947 ext. 1011, [planning@magnetawan.com](mailto:planning@magnetawan.com)

DATED at the Municipality of Magnetawan this 5<sup>th</sup> day of October 2023

**KEY MAP OF SUBJECT PROPERTY:**



# MEMO

<b>To:</b>	<b>Mayor Dunnett and Council</b> <b>cc: Roger Labelle, Clerk</b>
<b>From:</b>	<b>Melinda Bessey</b>
<b>Date:</b>	<b>February 23, 2015</b>
<b>File:</b>	<b>12153AA</b>
<b>Subject:</b>	<b>Langford Family Trust Application to Re-Zone lands</b>

## 1.0 Recommendation

Based on a review of the application submitted by the Langford Family Trust, the following is recommended:

1. That the lands be zoned Village Commercial Exception \_\_\_\* (CV-#) Zone to permit the proposed use of a boat storage facility and marine service establishment.
2. That a by-law be passed to deem the 3 subject lots which are presently a part of a registered plan together to function as one property.
3. That Site Plan Control be considered to ensure that development is attractive and compatible with adjacent uses.

## 2.0 The Proposal

Langford Family Investments Inc. has submitted an application to zone the lands Village Commercial Exception (CV-#) Zone to permit the land to be used for the storage and servicing of boats. It is anticipated that the applicant would seek permission to develop a storage shed on these lands in the future.

## 3.0 Property Information

The subject lands are located between Miller and Richmond Streets (Frontage on Miller Street) within the Village of Magnetawan. Table 1 below provides property description, statistics and policy information.

Table 1 – Property Information

Lot	Reference Plan	Street Name	Area (ha)	Frontage (m)	Depth (m)	OP Designation	Current Zoning
19	319	E/S Miller Street	~0.20	~40	~51	Community	Village Residential
18	319	W/S Richmond Street	~0.20	~40	~51	Community	Village Residential
19	319	W/S Richmond Street	~0.20	~40	~51	Community	Village Residential

The property fronts onto Miller Street. Richmond Street is an unopened road and runs along the rear boundary of the subject lands. The lot to the north of Lot 19 E/S Miller Street is developed with a single detached dwelling and a garage. The two lots to the south of Lot 19 E/S Miller Street and Lot 19 W/S Miller Street are presently vacant. The lot to the north of Lot 18 W/S Richmond Street is vacant as well.

At present the subject lands comprise of 3 lots within a registered plan. If these lots were to be re-zoned as applied for and left as 3 separate lots then the provisions provided in the zoning by-law for required front, side and rear yards as would have to be applied to each of the three lots. In order for the lands to function as one larger parcel, they will need to be combined as one lot through a deeming by-law.

#### 4.0 Policy Analysis

##### Provincial Policy Statement

The Provincial Policy Statement 2014 (PPS) provides policy direction on matters of provincial interest related to land use planning and development. Ontario has a policy led planning system and the PPS sets the foundation for regulating the development and use of land in the Province. These policies set out to provide for appropriate development while also protecting resources of provincial interest, the quality of the environment and the public's health and safety. When making land use planning decisions, Planning Authorities must be consistent with the PPS in their decision making.

The proposal is consistent with the applicable policies of the PPS.

- Satisfies that healthy, liveable and safe communities are sustained (Section 1.1.1).
- Focuses growth and development to a Settlement Area (Section 1.1.3.1).
- Increases density and a mix of land uses within a Settlement Area (Section 1.1.3.2).
- Is an efficient use of land, infrastructure and public service facilities (Section 1.1.3.6).
- Promotes economic development (Section 1.3.1).
- Promotes long term economic prosperity (Section 1.7.1).

##### Municipality of Magnetawan Official Plan

The Official Plan for the Municipality of Magnetawan directs future development to areas where it is most suited and to protect the physical and natural resources in the municipality for the public interest. The policies contained in the Official Plan are consistent with the policies provided in the PPS.



Schedule A to the Official Plan illustrates that the subject lands are designated *Community*. There are no natural heritage features identified on this site.

The proposal generally conforms to the applicable policies of the Official Plan.

- Commercial uses are permitted within the Community designation and the development of commercial uses to support the community and adjacent surrounding seasonal uses is encouraged (Section 5.1).
- The reconfiguration of lots forming part of the original village survey can occur through deeming by-laws in a manner that will provide for sustainable private servicing and intensification of the community (Section 5.1.1).
- A mix of residential, commercial, light industrial and open space uses is encouraged within the Community (Section 5.1.2).
- Small-scale commercial uses that service the immediate community and the tourism industry are encouraged to locate in the Community designation (Section 5.1.4).
- Site Plan Control will be applied to all commercial development within the Municipality (Section 8.4). This will provide the Municipality with the opportunity to ensure that the site is designed in a manner that will ensure that the property is maintained in an attractive manner that will be compatible with adjacent uses. The site plan control area by-law provides the option for Council to exclude lands from the Site Plan Control area. It will be up to Council if Site Plan Control should be applied to the subject lands.

#### Municipality of Magnetawan Zoning By-law

The subject lands are presently zoned Village Residential (RV) Zone by the Municipality's Zoning By-law. It is proposed that the lands be re-zoned to Village Commercial Exception (CV-#) Zone to allow the lands to be utilized for boat storage and a marine service facility. All other regulations of the CV zone would apply.

Table 2 provides the regulations for the CV Zone. Please note that the numbers provided below with respect to the subject lands are taking into consideration that the lots have been deemed to be one lot.

**Table 2:** Regulations for Permitted Uses in the Village Commercial Zone

	CV Zone	Subject Lands
Minimum Lot Area	0.4 hectares	~0.6 ha
Minimum Lot Frontage	20 m	~40 m
Minimum Front Yard	Nil	
Minimum Interior Side Yard	3.0 m	Subject to Regulation 4.9.3*
Minimum Exterior Side Yard	6.0 m	N/A
Minimum Rear Yard	10.0 m	
Maximum Lot Coverage	50%	
Maximum Height	9.0 m	

*\*Regulation 4.9.3 – Setbacks from Residential Lot*

*Where a commercial use abuts any lot used for residential purposes, the minimum yard from the residential lot shall be 3.0 metres (10 feet).*

Based on the zoning standards outlined in Table 2, if the subject lands were deemed one lot and re-zoned to Village Commercial Exception (CV), the proposed use would be permitted and the property would allow for the use to comply with the Zoning By-law.

### Summary

The application to re-zone the subject lands to Village Commercial Exception Zone (CV-#) is consistent with the policies of the Provincial Policy Statement, conforms to the Municipality's Official Plan and is in keeping with the purpose and intent of the Zoning By-law.

Commercial uses are encouraged within the settlement areas of the Municipality to provide economic development opportunities for the Municipality's residents. The re-zoning of the subject lands to Village Commercial to permit the use of a boat storage facility would allow for a service to be provided to residents (permanent and seasonal) of Magnetawan.

It will be necessary for the 3 lots comprising the subject lands to be deemed one lot by way of a deeming by-law. The deeming by-law would be passed at the same time as the by-law to amend the zoning of the lands.

While the applicant is seeking permission for the lands to be utilized for a boat storage facility and possibly a marine service establishment, it is recommended that the site specific zone permit a small variety of commercial uses which would be compatible with the residential properties in the vicinity. This would provide flexibility for the applicant as it would be less restrictive and would also provide more "as of right" use options should someone else purchase the property and wish to use the lands for a different commercial use in the future. The following uses are recommended to be included in the site specific zone for the subject lands:

- Boat Storage
- Business, professional and administrative offices
- Day Nursery
- Marine Sales and Service Establishment
- Parking Lot
- Personal Service Shop
- Post Office
- Retail Store
- Residential dwelling units located on the second storey of a building or to the rear of the main building

Attached is a copy of a draft by-law reflecting the above and also a draft deeming by-law for Council's consideration.

As noted above, the Official Plan and the Municipality's Site Plan Control Area By-law provide direction to apply Site Plan Control to new commercial development. This would provide a control mechanism to ensure that the site is designed and maintained in a manner that will screen the operation from adjoining residential properties and will be compatible with the adjacent residential lots should they be developed in the future.

Should you have any questions concerning the above, please do not hesitate to contact me.



**The Corporation of the Municipality of Magnetawan**

Box 70 4304 Hwy 520

Magnetawan ON POA 1P0

Phone 705 387 3947 Fax 705 387 4875

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

**APPLICATION FORM**

**ZONING BY-LAW AMENDMENT**

Date Received by Municipality: \_\_\_\_\_

**1) APPLICATION INFORMATION**

Name of Applicant: Langford Family Investments Inc

Mailing Address: Box 44, Magnetawan, ON POA 1P0

Telephone Number (Home): 705-387-4214

Fax Number: 705-387-0523

Telephone Number (Business): \_\_\_\_\_

Fax Number: \_\_\_\_\_

**2) REGISTERED OWNER**

If the Applicant is not the Registered Owner of the subject lands, then authorization from the Owner is required, as well as the following information:

Owners Name: Langford Family Investments Inc

Mailing Address: Box 44, Magnetawan, ON POA 1P0

Telephone Number (Home): 705-387-4214

Fax Number: 705-387-0523

Correspondence to be sent to:  Owner  Agent  Both

**3) MORTGAGES, CHARGES OR OTHER ENCUMBRANCES**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**4) SUBJECT LANDS**

Geographic Township: \_\_\_\_\_ Concession: \_\_\_\_\_ Lot: \_\_\_\_\_

Reference Plan: Plan 319 Part/Block/Lot: Lot 20 Els Miller St.

Street Name and Number: \_\_\_\_\_

(If corner lot, please include both Street Names)

Water Access only: \_\_\_\_\_

(Name of Waterbody)

Area of subject lands (ha): \_\_\_\_\_ Frontage (m): \_\_\_\_\_ Depth (m): \_\_\_\_\_

5) **OFFICIAL PLAN / ZONING STATUS**

What is the current designation of the *subject lands* in the approved Official Plan?

Community Boundary

What is the current Zoning?

Village Residential

6) **REASONS FOR REQUEST**

Please describe the reasons for and extent of, the request:

Rezone lot from Village Residential to Village Commercial Exception Zone

7) **ACCESS**

Are the subject lands accessible by:

- Provincial Highway
- Municipal Road (seasonal maintenance)
- Municipal Road (year round maintenance)
- Right of Way
- Unopened Road Allowance
- Water Access
- Other (describe) \_\_\_\_\_

8) **BUILDINGS, STRUCTURES AND USES**

What are the existing buildings on the subject land? vacant lot

What are they used for? \_\_\_\_\_

Please complete the following for each building or structure:

	Building One	Building Two	Building Three
Type of Building			
Setback from Front Lot Line			
Setback from Rear Lot Line			
Setback from Side Lot Line			
Setback from Side Lot Line			
Height (metres)			
Dimensions			
Floor Area			
Date of Construction			

What is the proposed future use of the subject lands: Parking for boat storage

Are any buildings or structures to be build on the subject lands?  yes  no Maybe a storage shed in future

If yes, please complete the following for each building or structure:

	Building One	Building Two	Building Three
Type of Building			
Setback from Front Lot Line			
Setback from Rear Lot Line			
Setback from Side Lot Line			
Setback from Side Lot Line			
Height (metres)			
Dimensions			
Floor Area			
Date of Construction			

When were the subject lands acquired by the current owner? May 1 2023

How long have the "existing uses" continued on the subject lands? always vacant

9) **SERVICING**

	Municipal	Private	Other
Water Supply	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Frontage on Road	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Is storm drainage provided by:  Sewer  Ditch  Swale  
 Other (describe) \_\_\_\_\_

10) **OTHER APPLICATIONS**

Are the subject lands also the subject of an application under the Planning Act for approval of a Plan of Subdivision or a Consent?  yes  no

If yes, what is the file number? \_\_\_\_\_

What is the status of the application? \_\_\_\_\_

Have the subject lands ever been the subject of an application under Section 34 of The Planning Act (rezoning)?  yes  no

If yes, please provide a brief explanation: \_\_\_\_\_

11) **DRAWINGS**

Please include a sketch showing the following:

- ~~A~~ the boundaries and dimensions of the subject land;
- ~~A~~ the location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the building or structures from the front yard lot line, rear yard lot line and side yard lot lines;
- ~~A~~ the approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include: buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks;
- ~~A~~ the current uses on land that is adjacent to the subject land;
- ~~A~~ the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right-of-way;
- ~~A~~ if access to the subject land is by water only, the location of the parking and docking facilities to be used; and
- ~~A~~ the location and nature of any easement affecting the subject land.

Required Sketch	<i>See attached</i>
-----------------	---------------------

Required Sketch should include the following:

- ✓ Lot dimensions
- ✓ Major Physical Features
- ✓ Surrounding Land Uses
- ✓ Buildings and Structures
- ✓ Sewage and Water Systems

12) PERMISSION TO ENTER

I hereby authorize, the Members of Staff and/or Elected Members of the Council of the Municipality of Magnetawan, to enter upon the subject lands and premises for the limited purpose of evaluating the merits of this application. This is their authority for doing so.

Sept 7, 2023  
Date

*[Signature]*  
Signature of Registered Owner(s) or Agent

13) FREEDOM OF INFORMATION

I hereby provide authority for any information contained in this application, to be released in accordance with the Freedom of Information Act.

Sept 7, 2023  
Date

*[Signature]*  
Signature of Registered Owner(s) or Agent

14) PAYMENT OF FEE AND DEPOSIT

- Application Fee As per the current Fees and Charges By-law
- Residential Deposit Fee As per the current Fees and Charges By-law
- Commercial/Industrial Deposit Fee As per the current Fees and Charges By-law

The "deposit" shall be used for expenses as defined below. As for the date of this application, I further hereby agree to pay for and bear the entire cost and expense for any engineering, legal, landscape, architectural and/or planning consulting expenses incurred by the Municipality of Magnetawan during the processing of this Application, in addition to the Application Fee set by the Municipality of Magnetawan.

An additional deposit shall be required if the deposit is insufficient to complete the Application.

Sept 7, 2023  
Date

*[Signature]*  
Signature of Registered Owner(s)

Note: All Invoices for payment shall be sent to the person(s) indicated in Section 2) Owner of this application, unless otherwise requested.

If the Applicant/Owner is a Corporation, the Applicant/Owner shall provide certification that he/she has the authority to Bind the Corporation.

15) AFFIDAVIT

I, Lila Langford of the Langford Family Investments Inc. in the Municipality of Magnetawan solemnly declare that all of the above statements contained herein and in all exhibits transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of "The Canada Evidence Act".

DECLARED BEFORE ME at \_\_\_\_\_ in the \_\_\_\_\_  
of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_,

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Registered Owner(s) or Agent

Langford Family Investments Inc.  
PO Box 44, 200 Langford Lane  
Magnetawan, Ontario  
P0A 1P0

September 7, 2023

Corporation of the Municipality of Magnetawan  
Box 70  
Magnetawan, Ontario  
P0A 1P0

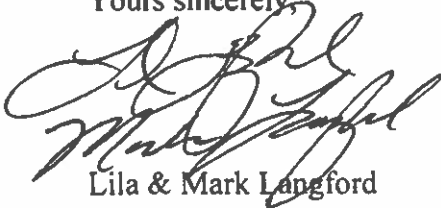
Dear Mayor and Council Members:

Re: Plan 319 Lot 20 E/S Miller St., Plan 319 Lot 19 E/S Miller St., Lots 18 & 19 Plan  
319 W/S Richmond St.

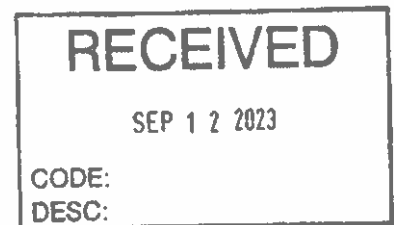
We recently received notification that our deeming by-law application was completed in June and therefore I am now requesting this lot be rezoned from village residential to village commercial exception zone, in order to have the complete parcel be the same zoning. Enclosed is a check in the amount of \$4,000.00, as payment of the 1,000.00 application fee and 3,000.00 as a deposit towards costs.

Thank you for your attention to the above.

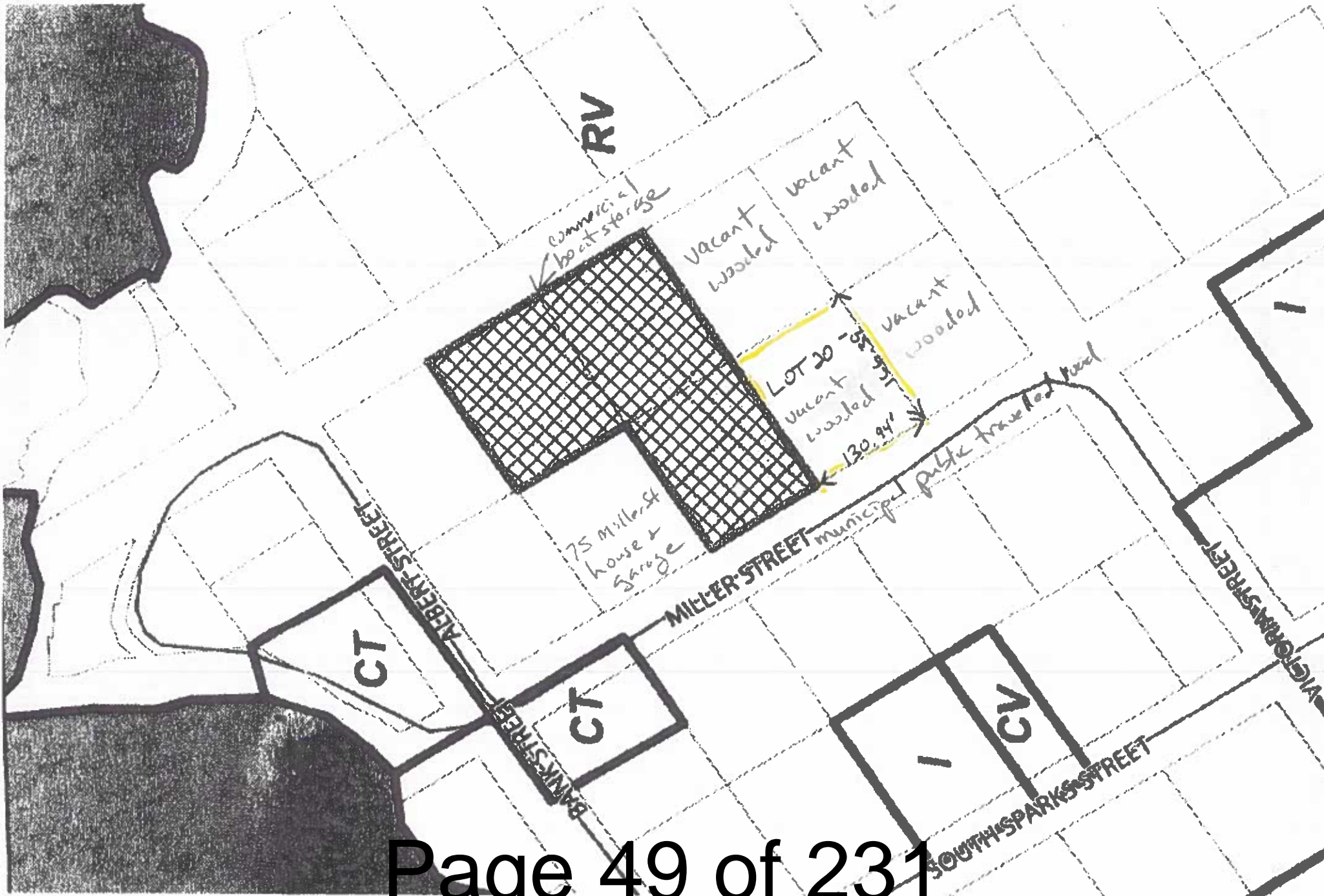
Yours sincerely,



Lila & Mark Langford







**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**BY-LAW NO. 2015- 13**

Being a By-law to amend By-law No. 2001-26, as amended, the Zoning By-law for the Corporation of the Municipality of Magnetawan with respect to lands located in Part of Lot 94, Concession A, Lot 19, E/S Miller Street, Reference Plan 319, Lot 18, W/S Richmond Street, Reference Plan 319 and Lot 19, W/S Richmond Street, Reference Plan 319 in the former geographic Township of Chapman, now in the Municipality of Magnetawan.

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

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

AND WHEREAS the Council of the Corporation of the Municipality of Magnetawan deems it advisable to amend By-law No. 2001-26 as amended to rezone the subject lands to "Village Commercial Exception" Zone (CV- 2);

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

1. Schedule 'B', to Zoning By-law No. 2001-26 as amended, is further amended by zoning lands legally described Lot 19, E/S Miller Street, Reference Plan 319, Lot 18, W/S Richmond Street, Reference Plan 319 and Lot 19, W/S Richmond Street, Reference Plan 319 in the former geographic Township of Chapman, now in the Municipality of Magnetawan from the "Village Residential" (RV) to the "Village Commercial Exception" Zone (CV-2) as shown on Schedule 'A-1' attached forming part of this By-law.
2. Notwithstanding the provisions of this By-law to the contrary, only the following uses are permitted on lands zoned "Village Commercial Exception Two (CV-2) Zone":
  - Boat Storage
  - Business, professional and administrative offices
  - Day Nursery
  - Marine Sales and Service Establishment
  - Parking Lot
  - Personal Service Shop
  - Post Office
  - Retail Store
  - Residential dwelling units located on the second storey of a building or to the rear of the main building

Council MTG. of May 13/15

Agenda Item # B.2

3. Notwithstanding the provisions of this By-law to the contrary, the following minimum yard requirements shall be applied to lands in the "Village Commercial Exception Two (CV-2) Zone":

- The Minimum Front Yard shall be 3 metres (10 feet) and be maintained as a vegetated buffer.
- The Minimum Interior Side Yard shall be 3 metres (10 feet) and be maintained as a vegetated buffer.
- The Minimum Rear Yard shall be 3 metres (10 feet) and be maintained as a vegetated buffer.

4. In all other respects, the provisions of By-law 2001-26, as amended shall apply.

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

ADOPTED MAY 13, 2015.

  
Sam Dunnett, Mayor

  
Roger Labelle, Clerk

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**BY-LAW NO. 2023-**

Being a By-law to amend By-law No. 2001-26, as amended, the Zoning By-law for the Corporation of the Municipality of Magnetawan with respect to lands located on Plan 319 Lot 20 E/S Miller St, Municipality of Magnetawan, (Roll: 494402000210000).

---

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

**AND WHEREAS** in 2023 Council of the Municipality of Magnetawan supported a request from the Langford Family Investments to deem the above noted parcel to be included in Plan 319 Lot 19 E/S Miller St, Lots 18 & 19 Plan 319W/S Richmond Street;

**AND WHEREAS** the owner of the subject lands has filed an application with the Municipality of Magnetawan to amend By-law 2001-26 as amended to include Plan 319 Lot 20 E/S Miller St into the CV-2 Exception Zone as per By-law No.2015-13;

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

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

1. Schedule "B", to Zoning By-law No. 2001-26 as amended, is further amended by zoning lands legally described as on Plan 319 Lot 20 E/S Miller in the former geographic Township of Chapman, now in the Municipality of Magnetawan from the "Village Residential" (RV) to the "Village Commercial Exception Zone (CV-2) as shown on Schedule "A" attached forming part of this By-law.
2. Notwithstanding the provisions of this By-law to the contrary, only the following uses are permitted on lands zoned "Village Commercial Exception Two (CV-2) Zone";
  - Boat Storage
  - Business, professional and administrative offices
  - Day Nursery
  - Marine Sales and Service Establishment
  - Parking Lot
  - Personal Service Shop
  - Post Office
  - Retail Store
  - Residential dwelling units located on the second storey of a building or to the rear of the main building.
3. Notwithstanding the provisions of this By-law to the contrary, only the following uses are permitted on lands zoned "Village Commercial Exception Two (CV-2) Zone";
  - The Minimum Front Yard shall be 3 metres (10 feet) and be maintained as a vegetated buffer.
  - The Minimum Interior Side Yard shall be 3 metres (10 feet) and be maintained as a vegetated buffer.
  - The Minimum Rear Yard shall be 3 metres (10 feet) and be maintained as a vegetated buffer.
4. In all other respects, the provisions of By-law 2001-26, as amended shall apply.

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

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto this 25<sup>th</sup> day of October 2023.

THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN  
\_\_\_\_\_  
Sam Dunnett, Mayor

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

Schedule "A"  
Plan 319 Lot 20 E/S Miller St  
Geographic Township of Chapman  
Municipality of Magnetawan



Lands to be rezone from Village Residential to Village Commercial Exception Two (CV-2)

This is Schedule "A" to Zoning By-law No.  
2023-\_\_ Adopted October 25, 2023.

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

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

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

**BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan receives and approves the report of Erica Kellogg, Deputy Clerk Planning and Development, and denies the Lavoie Zoning By-law Amendment Application as the proposed height is excessive to the permitted maximum height for a Guest Cabin from 5 metres (16 feet) to 7 metres (23 feet).

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

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

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

Recorded Vote

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

## MUNICIPALITY OF MAGNETAWAN

### NOTICE OF COMPLETE APPLICATION and PUBLIC MEETING FOR A ZONING BY-LAW AMENDMENT

**TAKE NOTICE** that the Municipality of Magnetawan has received a complete application to amend the Municipality's Zoning By-law under Section 34 of the *Planning Act* of the *Planning Act*, R.S.O., 1990. The Corporation of the Municipality of Magnetawan will hold a Public Meeting on:

**October 25<sup>th</sup> 2023**

At 1:00 pm. at the

Municipality of Magnetawan Community Centre, 4304 Hwy #520, Magnetawan, Ontario

**THE PURPOSE OF THE PUBLIC MEETING** is to consider a Zoning By-law Amendment application to amend Zoning By-law No. 2001-26 of the Municipality of Magnetawan, pursuant to Section 34 of the *Planning Act*, R.S.O. 1990, Chapter P. 13. A key map showing the location of the property affected by the Zoning By-law Amendment is attached to this notice.

**DESCRIPTION OF THE LANDS** The application for Zoning By-law Amendment applies to the subject property located at Plan 174 Lot 22 Municipality of Magnetawan, Municipality known as 94 Chapman Drive.

**THE PURPOSE** of the proposed Zoning By-law Amendment is to seek relief from Section 3.1 k) iii), Guest Cabin height not greater than 5 metres.

**THE EFFECT** of the application if approved, is to facilitate the the establishment of a two-storey guest cabin with a measured height of 7 metres.

#### **INFORMATION AVAILABLE**

Information relating to the proposed Zoning By-law Amendment application is available for public review on the municipal website – [www.magnetawan.com](http://www.magnetawan.com) – or by request during business hours, Monday to Friday from 8:00 am to 4:00 pm, at the Municipality of Magnetawan Municipal Office (4304 Hwy #520 Magnetawan, Ontario, POA 1P0) or by emailing: [planning@magnetawan.com](mailto:planning@magnetawan.com)

#### **NOTICE OF DECISION**

If you wish to be notified of the decision of Municipality of Magnetawan on the proposed Zoning By-law Amendment you must make a written request to Erica Kellogg, Deputy Clerk – Planning and Development at the Municipality of Magnetawan.

#### **ORAL AND WRITTEN SUBMISSION – APPEAL**

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Municipality of Magnetawan to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of Magnetawan before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Municipality of Magnetawan before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Individuals who make written submissions should be aware that their submission and any personal information in their correspondence will become part of the public record and made available to the Applicant, Committee and Council.

#### **PLEASE SUBMIT ANY WRITTEN COMMENTS TO ERICA KELLOGG**

**Quoting File No: LAVOIE ZONING BY-LAW AMENDMENT**

Erica Kellogg, Deputy Clerk – Planning and Development

Municipality of Magnetawan

P.O. Box 70

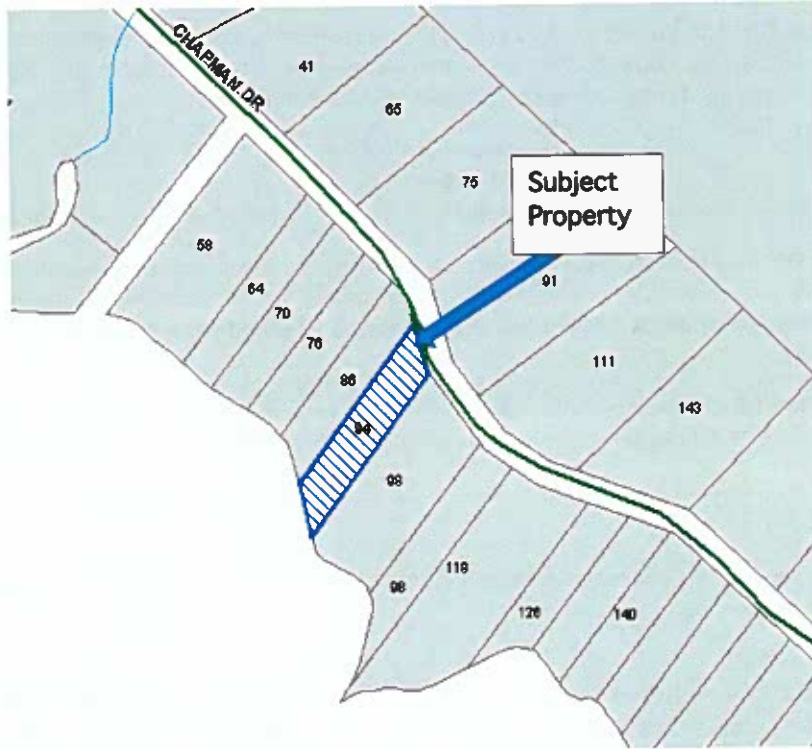
Magnetawan, Ontario, POA 1P0

705-387-3947 ext. 1011


[planning@magnetawan.com](mailto:planning@magnetawan.com)

DATED at the Municipality of Magnetawan this 5<sup>th</sup> day of October, 2023

**KEY MAP OF SUBJECT PROPERTY:**





 <p data-bbox="293 262 483 325"><b>Municipality of Magnetawan</b></p>	<h2 data-bbox="862 205 1154 247">STAFF REPORT</h2>
To:	Mayor and Council
From:	Erica Kellogg –Deputy Clerk – Planning and Development
Subject Land:	Plan 174 Lot 22, 94 Chapman Drive, Municipality of Magnetawan
Report Date:	October 25, 2023

**Recommendation**

That Council of the Municipality of Magnetawan receives and approves this report and denies the Lavoie Zoning By-law Amendment Application as the proposal is wholly in excess of the permitted maximum height for a Guest Cabin.

**Proposal Background**

Brian Lavoie and Michelle Teoh (Applicants) have applied to seek relief from Section 3.1 (k) Guest Cabin for a proposed 7 metre (23ft) accessory structure. The application if supported would rezone the subject lands from Residential Shoreline to Residential Shoreline Exception (RS-38) Zone.

The lands subject to this application are located in Plan 174 Lot 22, former Geographic Township of Chapman, now in the Municipality of Magnetawan. The lands are known municipally as 94 Chapman Drive. The subject property is approximately 0.40 hectares (0.98 acres) with approximately 39.6 metres of shoreline on Lake Cecebe. The property contains one accessory structure and one dwelling and is accessed via Chapman Drive a year-round, municipally maintained road.

**Provincial Policy Statement (PPS 2020)**

The subject lands are outside of the settlement area for the Municipality and therefore would be subject to Section 1.1.4 (Rural Areas in Municipalities) and 1.1.5 (Rural lands in Municipalities) of the Provincial Policy Statement.

A review of Section 1.1.4 provides that *“healthy, integrated and viable rural areas should be supported by: a) building upon rural character, and leveraging rural amenities and assets”*. Section 1.1.5 provides that *“on rural lands located in municipalities, permitted uses are: c) limited residential development”*.

Section 1.1.5 provides that permitted uses on rural lands located in municipalities includes b) *“resource-based recreational uses”* which includes recreational dwellings.

The proposed development on the subject land is located adjacent to Lake Cecebe. Section 6 of the PPS 2020 provides, that development and site alteration shall not be permitted *“on lands contiguous to a specific natural heritage feature or area where it is likely that the development or site alteration would have a negative impact on the feature of area”*. As the subject lands do

not share a common border or touch any natural heritage feature, it is the opinion of Staff the proposed development could proceed without any negative impact to a natural heritage feature.

#### **Municipality of Magnetawan Official Plan**

According to the Official Plan, Schedule 'A' Land Use, the subject lands are designated Shoreline. Within the Official Plan Section 5.4, permitted uses include detached dwellings, commercial tourist resorts with associated commercial uses, lodges, motels, hotels, marinas and recreational activities.

Section 5.4.5 of the Official Plan comments that development within 300 metres of a waterbody shall be deemed to have an impact on the waterbody. The applicant has indicated a setback from the front yard for the proposed Guest Cabin is 43m (142ft), (shoreline properties front yard is deemed to be the waterbody side). The Official Plan does not permit development within the Shoreline designation that would result in a waterbody being developed to a point of over capacity. According to Appendix A of the Official Plan, Lake Cecebe is a lake which can be developed with a cautionary approach. Development "*shall include new lot creation or additional to commercial operations*".

The proposed development does not consist of a new lot or additions to an existing commercial use. Additionally, confirmation from the North Bay Mattawa Conservation Authority has been supplied with the application indicating there will be no increase in sewage flows generated from the proposed construction.

#### **Municipality of Magnetawan Zoning By-law 2001-26**

The subject lands are Zoned Residential Shoreline (RS) within the Municipality's Zoning By-law 2001-26 and appears on Schedule A-2. The intent of the application is to provide an exemption which would permit the proposed accessory Guest Cabin with a maximum height of 7 metres (23ft).

General Provisions, Section 3.1 c) *Lot Coverage and Height* refers to specific coverage and height requirements for accessory structures. With an existing accessory structure having a footprint of 624sqft (according to Municipal Property Assessment Corporation) the proposed accessory Guest Cabin will increase lot coverage to a total of 832sqft for accessory structures. The existing and proposed structures will comply with the permitted 5% accessory lot coverage permitted within this Section.

The Residential Shoreline designation, Section 4.2.2 provides for a maximum lot coverage of 15%. According to Municipal Property Assessment Corporation, the existing cottage has a footprint of 1079sqft. With the existing and proposed accessory structures having a combine footprint of 832sqft, total lot coverage will be complied with.

Section 3.1 k) *Guest Cabins* provides provisions in which permits Guest Cabins to be installed within the Municipality. These provisions include a maximum building area of 40 square metres or less, to which the proposed structure will comply. Additionally, the Guest Cabin is permitted a maximum building height of 'not greater than 5.0 metres' (16ft), to which the proposed structure does not comply with.

Definitions 103 of the Zoning By-law defines a Guest Cabin as follows;

*"a single storey accessory structure which is not attached to the main dwelling on a lot which is maintained for the accommodation of an individual or individuals where facilities for cooking are not provided. For the purposes of this By-law a Guest Cabin may include the second storey of a boathouse or other accessory building where permitted by this By-law"*

While the proposal of the two-story Guest Cabin does comply with aspects of the 2001-26 Zoning By-law, the proposed maximum height, grossly exceeds the permitted height provision. Based on the proposal requesting an amended height of a total 7m (23ft), Staff do not support the application.

Erica Kellogg,



Deputy Clerk – Planning and Development



## PRE-CONSULTATION MEMO

To:	Ivan Crnkovic
From:	Erica Kellogg –Deputy Clerk – Planning and Development
Subject Land:	Plan 174 Lot 22, 94 Chapman Drive, Municipality of Magnetawan
Report Date:	August 17 <sup>th</sup> , 2023

The purpose of this pre-consultation memo is to provide a general and brief overview of planning requirements for a proposal at 94 Chapman Drive, hereafter referred to as the “subject lands”.

It is understood that the intent of the application is to seek relief from the current Zoning By-law 2001-26 as amended from Section 3.1 k) iii) Guest Cabin, building height not greater than 5.0 +/- m to a proposed building height of 7.0<sup>+/-</sup> m.

### The Subject property:

- Is designated “Residential Shoreline” in accordance with the Municipality of Magnetawans Official Plan, Land Use Schedule ‘A’;
- Is designated to be within the Aggregate and Mineral Resources overlay as per the Municipality of Magnetawans Official Plan, Land Use Schedule ‘A’;
- Is accessed via Chapman Drive, which is a Municipally maintained, year-round road;
- Has a total of 40 meters (130 feet) of shoreline and a total lot area of 42688.8 square meters (.98 acres) according to Municipal Property Assessment Corporation;
- Zoned Shoreline Residential within the Municipality of Magnetawans Zoning By-law; and
- Currently has an existing seasonal dwelling and accessory structure.

According to the Official Plan, Schedule ‘A’ Land Use, the subject lands are Residential Shoreline (RS). Within the Official Plan Section 5.4, permitted uses include detached dwellings, commercial tourist resorts with associated commercial uses, lodges, motels, hotels, marinas and recreational activities.

Section 5.4.5 comments that development within 300 metres of a waterbody shall be deemed to have an impact on the waterbody. The applicant has indicated a setback from the front yard for the proposed guest cabin of 43m (142ft), shoreline properties front yard is deemed to be the waterbody side. The Official Plan does not permit development within the Shoreline designation that would result in a waterbody being developed to a point of over capacity. The applicant has provided confirmation from the North Bay Mattawa Conservation Authority with the application that indicates there will be no increase in sewage flows generated on the property from the proposed construction.

The subject lands are Zoned Residential Shoreline (RS) within the Municipality’s Zoning By-law 2001-26 and appears on Schedule A-2.

Section 3.1 c) *Lot Coverage and Height* refers to specific coverage and height requirements for accessory structures. With an existing accessory structure having a footprint of 624sqft (MPAC) the proposed accessory guest cabin will increase lot coverage to a total of 832sqft for accessory

structures. The existing and proposed structures will comply with the permitted 5% accessory lot coverage permitted within this Section.

Within the Residential Shoreline designation, Section 4.2.2 provides for a maximum lot coverage of 15%. According to MPAC the existing cottage has a footprint of 1079sqft. With the existing and proposed accessory structures having a combine footprint of 832sqft, total lot coverage will be complied with.

The applicant is proposing to build a Guest Cabin on the subject lands that is in excess of the permitted building height. Within the Zoning By-law a Guest Cabin is defined as follows;

*“a single storey accessory structure which is not attached to the main dwelling on a lot which is maintained for the accommodation of an individual or individuals where facilities for cooking are not provided. For the purposes of this By-law a guest Cabin may include the second storey of a boathouse or other accessory building where permitted by this By-law”*

Section 3.1 k) *Guest Cabins* provides provisions in which permits Guest Cabins to be installed within the Municipality. These provisions include a maximum building area of 40 square metres or less, to which the proposed structure will comply. Additionally, the Guest Cabin is permitted a maximum building height of ‘not greater than 5.0 metres’, to which the proposed structure does not comply with. The proposed structure does not comply with the definition of a Guest Cabin nor to the provisions provided for Guest Cabins within the Municipality’s Zoning By-law

Section 3.1 b) states that except where otherwise provided in the By-law, accessory buildings shall comply with the yard requirements of the zone in which they are located. Based on information provided by the applicant, the proposed structure complies with required setbacks.

#### **Application Submission Requirements:**

Based on the preliminary review of the supplied proposal, it is the opinion of Staff the relief sought is suitable a Zoning By-law amendment as the relief is not minor in nature. The following is an overview of submission requirements of a complete application based on the proposal presented at the time of this memo.

- Completed Zoning By-law Amendment application including a site plan setting out;
  - Setbacks from the proposed accessory structure to the existing dwelling;
  - Inclusion of existing accessory structure;

The applicant is advised that the notes contained within this Memo are provided to form the basis of a complete application. An application, if submitted, will need to reflect the prevailing legislation and planning policies in place at that time. The comments contained within the Memo are based on information provided by the applicant in the application form and in drawings provided with the application.

Erica Kellogg,  
Deputy Clerk – Planning and Development

Public  
Comment

**Erica Kellogg**

---

**From:** David Biletski <biletski@gmail.com>  
**Sent:** October 12, 2023 10:27 AM  
**To:** Erica Kellogg  
**Subject:** Zoning Amendment

Erica,

Regarding the "Lavoie Zoning By-law Amendment."

Could I please be informed on the decision regarding this amendment.

Thanks, Dave and Kim Biletski

RECEIVED  
SEP 21 2023



The Corporation of the  
Municipality of Magnetawan  
Box 70 4304 Hwy 520  
Magnetawan ON POA 1P0  
Phone 705 387 3947 Fax 705 387 4875  
[www.magnetawan.com](http://www.magnetawan.com)

APPLICATION FORM  
ZONING BY-LAW AMENDMENT

Date Received by Municipality: \_\_\_\_\_

1) APPLICATION INFORMATION

Name of Applicant: Brian Lavoie Michelle Teoh  
Mailing Address: 37 Blyth Street, Richmond Hill, Ontario L4E2T2  
Telephone Number (Home): 416-564-0124 Fax Number: \_\_\_\_\_  
Telephone Number (Business): \_\_\_\_\_ Fax Number: \_\_\_\_\_  
brian\_lavoie@hotmail.com

2) REGISTERED OWNER

If the Applicant is not the Registered Owner of the subject lands, then authorization from the Owner is required, as well as the following information:

Owners Name: SAME AS ABOVE  
Mailing Address: \_\_\_\_\_  
Telephone Number (Home): \_\_\_\_\_ Fax Number: \_\_\_\_\_

Correspondence to be sent to:  Owner  Agent  Both

3) MORTGAGES, CHARGES OR OTHER ENCUMBRANCES

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_

4) SUBJECT LANDS

Geographic Township: Magnetawan Concession: \_\_\_\_\_ Lot: 22  
Reference Plan: 174 Part/Block/Lot: \_\_\_\_\_  
Street Name and Number: 94 CHAPMAN STREET WEST  
(If corner lot, please include both Street Names)  
Water Access only: \_\_\_\_\_

(Name of Waterbody)  
Area of subject lands (ha): 1.67Ac Frontage (m): 45m Depth (m): 150m

5) OFFICIAL PLAN / ZONING STATUS

What is the current designation of the subject lands in the approved Official Plan?  
 SHORELINE RESIDENTIAL

What is the current zoning?  
 SHORELINE RESIDENTIAL

6) REASONS FOR REQUEST

Please describe the reasons for and extent of the request:

CURRENT BYLAW FOR BUNKIES IS 16FT GRADE TO PEAK. THIS REQUEST IS TO CONSTRUCT A BUNKIE WITH 23FT GRADE TO PEAK AS PER ATTACHED DRAWINGS AND BUILDING PERMIT APPLICATION. A SEPTIC REVIEW HAS

7) ACCESS

Are the subject lands accessible by:

- Provincial Highway
- Municipal Road (seasonal maintenance)
- Municipal Road (year round maintenance)
- Right of Way
- Unopened Road Allowance
- Water Access
- Other (describe):

ALREADY BEEN COMPLETE AND APPROVED AS PER ATTACHED FILE REVIEW.

8) BUILDINGS, STRUCTURES AND USES

What are the existing buildings on the subject land? 2 BEDROOM COTTAGE

What are they used for? RECREATIONAL USE

Please complete the following for each building or structure:

	Building One	Building Two	Building Three
Type of Building	COTTAGE	QUASSET HUT	
Setback from Front Lot Line	66 FT		
Setback from Rear Lot Line	353 FT		
Setback from Side Lot Line	34 FT		
Setback from Side Lot Line	28 FT		
Height (metres)	6 M		
Dimensions	32 x 28 FT		
Floor Area	896 SQFT		
Date of Construction	N/A		

\* THE GEOGRAPHY OF THE PROPERTY IS VERY LIMITED FOR A POTENTIAL SITE. EVEN THE PROPOSED LOCATION WOULD REQUIRE SIGNIFICANT AMOUNT OF...



What is the proposed future use of the subject lands?

FUTURE USE  
TO REMAIN THE SAME AS CURRENT

What are the dimensions of structures to be built on the subject lands?

✓ \* PLEASE SEE ATTACHED SITE PLAN AND DRAWINGS

	Building One	Building Two	Building Three
Type of Building	BUNKIE		
Setback from Front Lot Line	142 FT		
Setback from Rear Lot Line	268 FT		
Setback from Side Lot Line	28 FT		
Setback from Side Lot Line	52 FT		
Height (metres)	7.01M		
Dimensions	17 X 14		
Floor Area	218 300T		
Date of Construction	N/A	TO BE BUILT PENDING APPROVAL OF VARIANCES	

When were the subject lands acquired by the current owner?

2016

How long have the "existing uses" continued on the subject lands?

2016 TO CURRENT DATE

9) SERVICING

	<u>Municipal</u>	<u>Private</u>	<u>Other</u>
Water Supply	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Frontage on Road	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is storm drainage provided by:	<input type="checkbox"/> Sewer	<input checked="" type="checkbox"/> Ditch	<input type="checkbox"/> Swale
	<input type="checkbox"/> Other describe: _____		

10) OTHER APPLICATIONS

Are the subject lands also the subject of an application under the Planning Act for approval of a Plan of Subdivision or a Consent?  yes  no

If yes, what is the file number? \_\_\_\_\_

What is the status of the application? \_\_\_\_\_

Have the subject lands ever been the subject of an application under Section 34 of The Planning Act (rezoning)?  yes  no

If yes, please provide a brief explanation: \_\_\_\_\_

11) DRAWINGS \* SEE ATTACHED SITE PLAN

15) you must have a sketch showing the following:

- ✓ the boundaries and dimensions of the subject land;
- ✓ the location, site and type of all existing and proposed buildings and structures on the subject land, and the distance of the building or structure from the "Red" and "Blue" lines and all other lot and site control markings;
- ✓ the location of all easements, including utility easements, and any other easements affecting the application of a development; all drainage channels, ditches, drains, culverts, flood control structures, bridges, roads, roads, access ways, wells and septic tanks;
- ✓ the current uses on land that is adjacent to the subject land;
- ✓ the location, width and name of any roads within or adjoining the subject land, indicating whether it is an arterial road, a public travelled road, a private road or a right of way;
- ✓ if access to the subject land is by water only, the location of the parking and docking facilities to be used; and
- ✓ the location and nature of any easement affecting the subject land.

Required Sketch

SEE ATTACHED ~~DR~~ ~~SK~~

① SITE PLAN

② SEPTIC FILE REVIEW

③ BUILDING PERMIT DRAWINGS

Required Sketch should include the following:

- ✓ Lot dimensions
- ✓ Buildings and Structures
- ✓ Major Physical Features
- ✓ Sewage and Water Systems
- ✓ Surrounding Land Uses

**12) PERMISSION TO ENTER**

I hereby authorize, the Members of Staff and/or Elected Members of the Council of the Municipality of Magnetawan, to enter upon the subject lands and premises for the limited purpose of evaluating the merits of this application. This is their authority for doing so.

Sept 20, 2023  
Date

[Signature]  
Signature of Registered Owner(s) or Agent

**13) FREEDOM OF INFORMATION**

I hereby provide authority for any information contained in this application, to be released in accordance with the Freedom of Information Act.

Sept 20, 2023  
Date

[Signature]  
Signature of Registered Owner(s) or Agent

**14) PAYMENT OF FEE AND DEPOSIT**

- Application Fee As per the current Fees and Charges By-law
- Residential Deposit Fee As per the current Fees and Charges By-law
- Commercial/Industrial Deposit Fee As per the current Fees and Charges By-law

The "deposit" shall be used for expenses as defined below. As for the date of this application, I further hereby agree to pay for and bear the entire cost and expense for any engineering, legal, landscape, architectural and/or planning consulting expenses incurred by the Municipality of Magnetawan during the processing of this Application, in addition to the Application Fee set by the Municipality of Magnetawan.

**An additional deposit shall be required if the deposit is insufficient to complete the Application.**

Sept 20, 2023  
Date

[Signature]  
Signature of Registered Owner(s)

Note: All Invoices for payment shall be sent to the person(s) indicated in Section 2) Owner of this application, unless otherwise requested.

If the Applicant/Owner is a Corporation, the Applicant/Owner shall provide certification that he/she has the authority to Bind the Corporation.

**15) AFFIDAVIT**

I, Brian Lavoie Michelle Tach of the City of Richmond Hill in the Province of Ontario solemnly declare that all of the above statements contained herein and in all exhibits transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of "The Canada Evidence Act".

DECLARED BEFORE ME at Richmond Hill in the Province of Ontario of Ontario this 20 day of Sept.

Sept 20, 2023  
Date

[Signature]  
Signature of Registered Owner(s) or Agent



TEOH/LAYOIE BUNKIE

### general notes

1. CONTRACTOR TO REPORT DISCREPANCIES, ERRORS OR OMISSIONS DIRECTLY TO LANDRY HOMES & RENOVATIONS LTD @ 105-498-3541 TO OBTAIN CLARIFICATION AND / OR ADDITIONAL INSTRUCTIONS BEFORE PROCEEDING WITH THAT PART OF THE WORK.
2. ALL DIMENSIONS AND QUANTITIES SHALL BE SITE VERIFIED BY CONTRACTOR.
3. DRAWINGS ARE NOT TO BE SCALED. REFER TO WRITTEN DIMENSIONS ONLY.
4. ALL WORK SHALL COMPLY WITH THE LATEST EDITION OF THE ONTARIO BUILDING CODE, AND ALL APPLICABLE STANDARDS REFERRED BY THE CODE, ALL MUNICIPAL BYLAWS, AND ALL OTHER AUTHORITIES HAVING JURISDICTION.
5. ALL DIMENSION EXTENSION LINES ARE TO ROUGH FRAMING AND FOUNDATION, NOT INT. OR EXTERIOR FINISH

### building code data

**BUILDING INFORMATION:**  
 OCCUPANCY TYPE : N/A  
 BUILDING AREA : 200 sq.ft.  
 MAIN FLOOR - 200 sf  
 LOFT - 100 sf

HEATING : N/A

**CLIMATIC INFORMATION:**

LOCATION : SANDRIDGE, ONT.  
 DEGREE DAYS : 5080  
 SNOW LOAD : 2.0 kPa

**PROPERTY NOTES:**

DESCRIPTION: 44 CHAPMAN DRIVE  
 MAGNETAWAN, ONT.

### list of drawings

- A1 - general notes
- A2 - foundation/roof plan
- A3 - main and loft floor plans
- A4 - building section a-a
- A5 - front/rear elevations
- A6 - side elevations

**GENERAL NOTES:**

- SPANS OF FRAMING MEMBERS HAVE BEEN ASSESSED AS "SPRUCE-PINE-FIR" DESIGNATIONS. LESSER SPANS MAY APPLY WITH OTHER GRADING DESIGNATIONS.
- ALL LINTELS SHALL BE 2-2X10" S.P.F. UNLESS NOTED OTHERWISE
- SIP PANEL MANUFACTURER TO BE THERMOPAN. SEE MANUFACTURER PACKAGE FOR STANDARD DETAILS

**FOOTING NOTES:**

1. CONCRETE FOOTINGS SHALL BE ON STABLE SOILS WITH AN ALLOWABLE BEARING PRESSURE OF 75 KPa (10.9 psi) OR GREATER. (OBC 9.15.1.1)
2. FOOTINGS SHALL REST ON UNDISTURBED SOIL, ROCK OR COMPACTED GRANULAR FILL. (OBC 9.15.3.2 (1))
3. BASIC FOOTING WIDTHS AND AREAS SHALL COMPLY WITH OBC 9.15.3.4 (1) AND TABLE 9.15.3.4.

**FOUNDATION NOTES:**

1. ANCHOR BOLTS SHALL BE 1/2" DIA. EMBEDDED MINIMUM 4" IN FOUNDATION WALL SPACED AT MAXIMUM 7-10" o/c (OBC 9.23.6.1)

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 THIS DRAWING IS INTENDED FOR ONE TIME USE FOR THE BUILDING LOCATED

**REVISIONS**  
 1. oct.11/22 - client review  
 2. sep.24/23 - client review  
 3. may 5/23 - for permit

**ONTARIO BUILDING CODE IDENTIFICATION NUMBER**  
 3 8 5 9 4

valid only with original signature and date  
 firm: (94543)  
 Jamie Landry (90544)  
 www.landryhomesanddesign.com

**LANDRY HOMES**  
 & Renovations Ltd. North Bay Ontario  
 home / small building design  
 (105) 498-3541 landryhomesanddesign@gmail.com

**IDV HOMES**

**general notes**

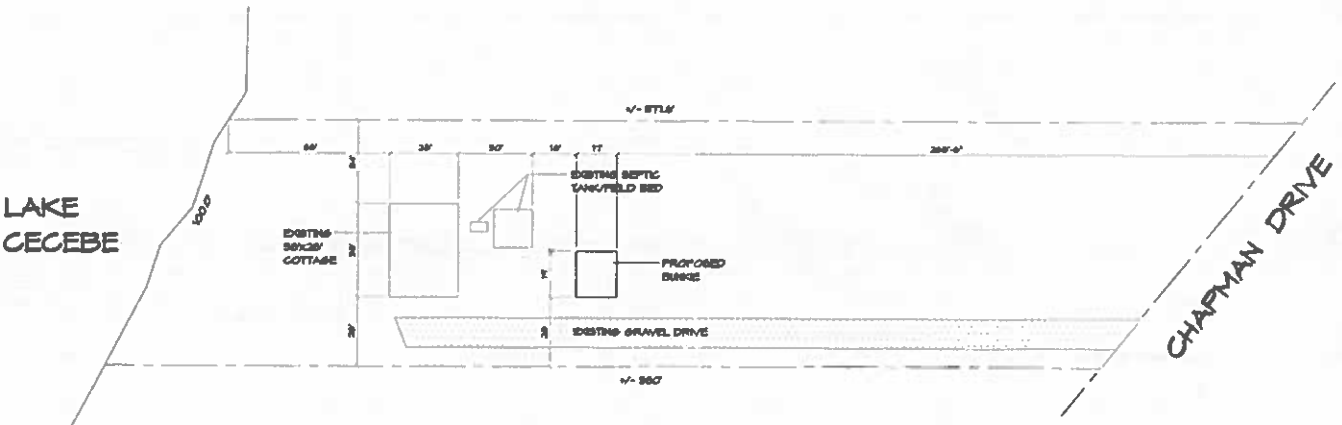
TEOH/LAVOIE BUNKIE

44 CHAPMAN DRIVE MAGNETAWAN, ON

**DATE**  
 July 30/22  
**SCALE**  
 1/2" = 1'-0"  
**DRAWN**  
 J.C.I.

**HEET NUMBER**  
 A-1

TOWNSHIP OF MAGNETAWAN  
KNOWN AS 94 CHAPMAN DRIVE

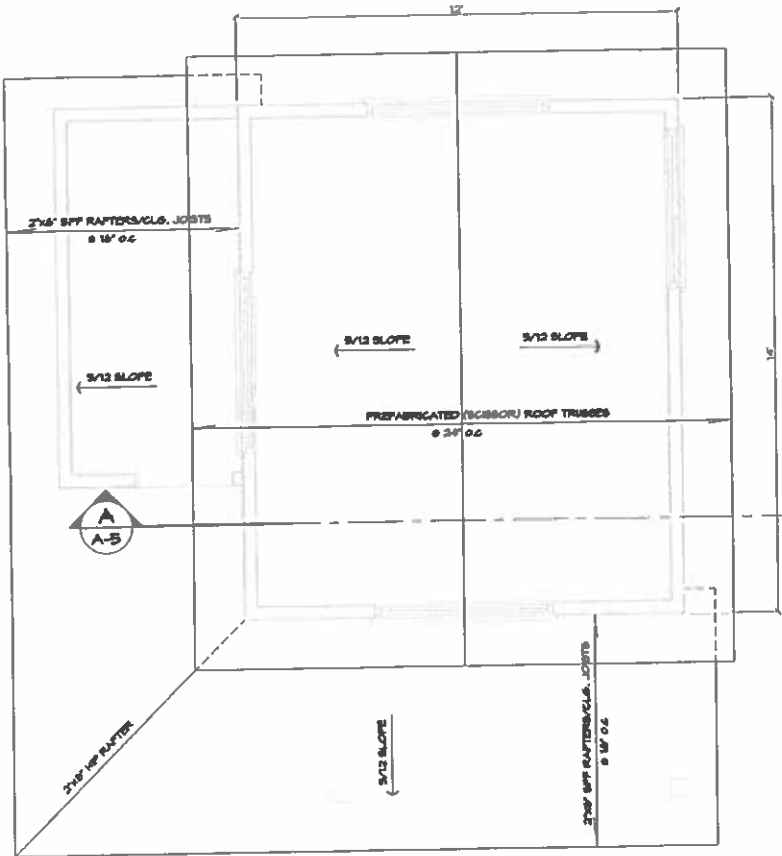


DIMENSIONS AND NOTES HERE PROVIDED FROM OWNER AND HAVE NOT BEEN VERIFIED BY DESIGNER.

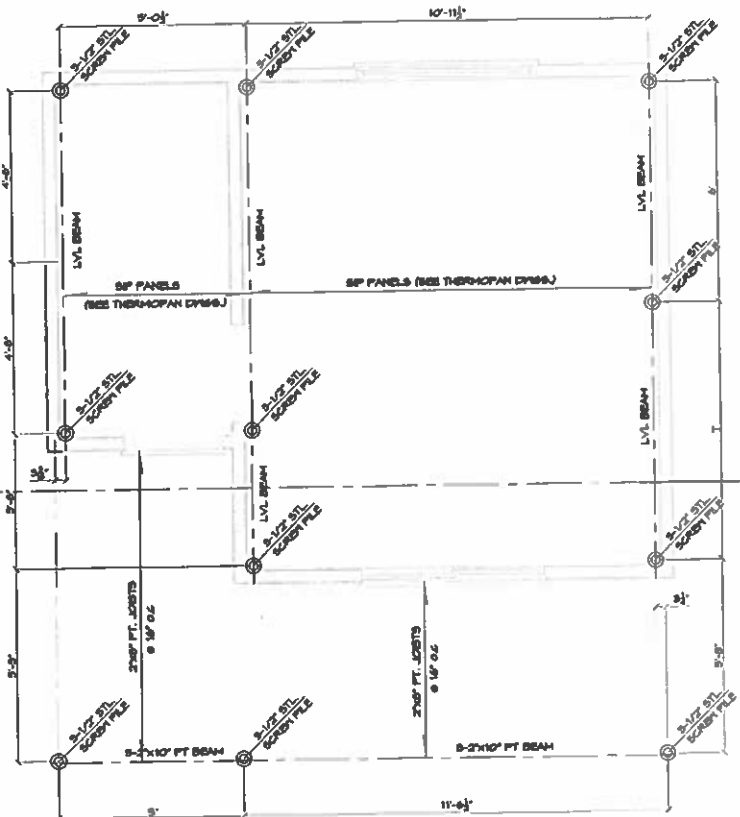


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				<b>TEOH/LAVOIE BUNKIE</b> 94 CHAPMAN DRIVE MAGNETAWAN, ON.		SCALE 1" = 30'-0"	<b>A-2</b>
				DRAWN J.C.I.			

**SCREEN PILE DESIGN NOTES:**  
 1. GOLIATH TECH TO CONFIRM SUITABLE SCREEN PILE DIAMETER. SEE GOLIATH TECH. DESIGN DNGS. FOR CONNECTIONS AND DETAILS.

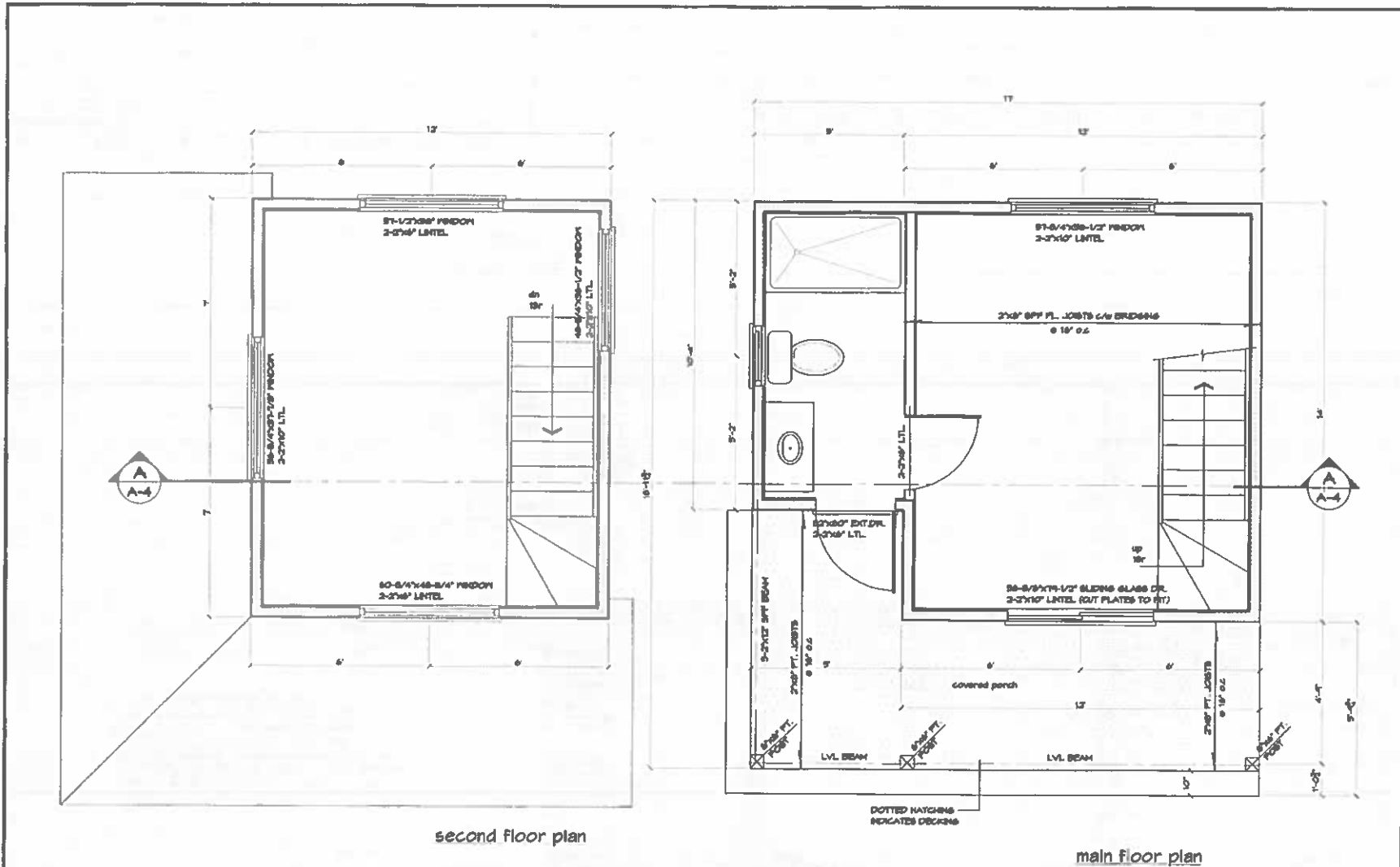


roof plan



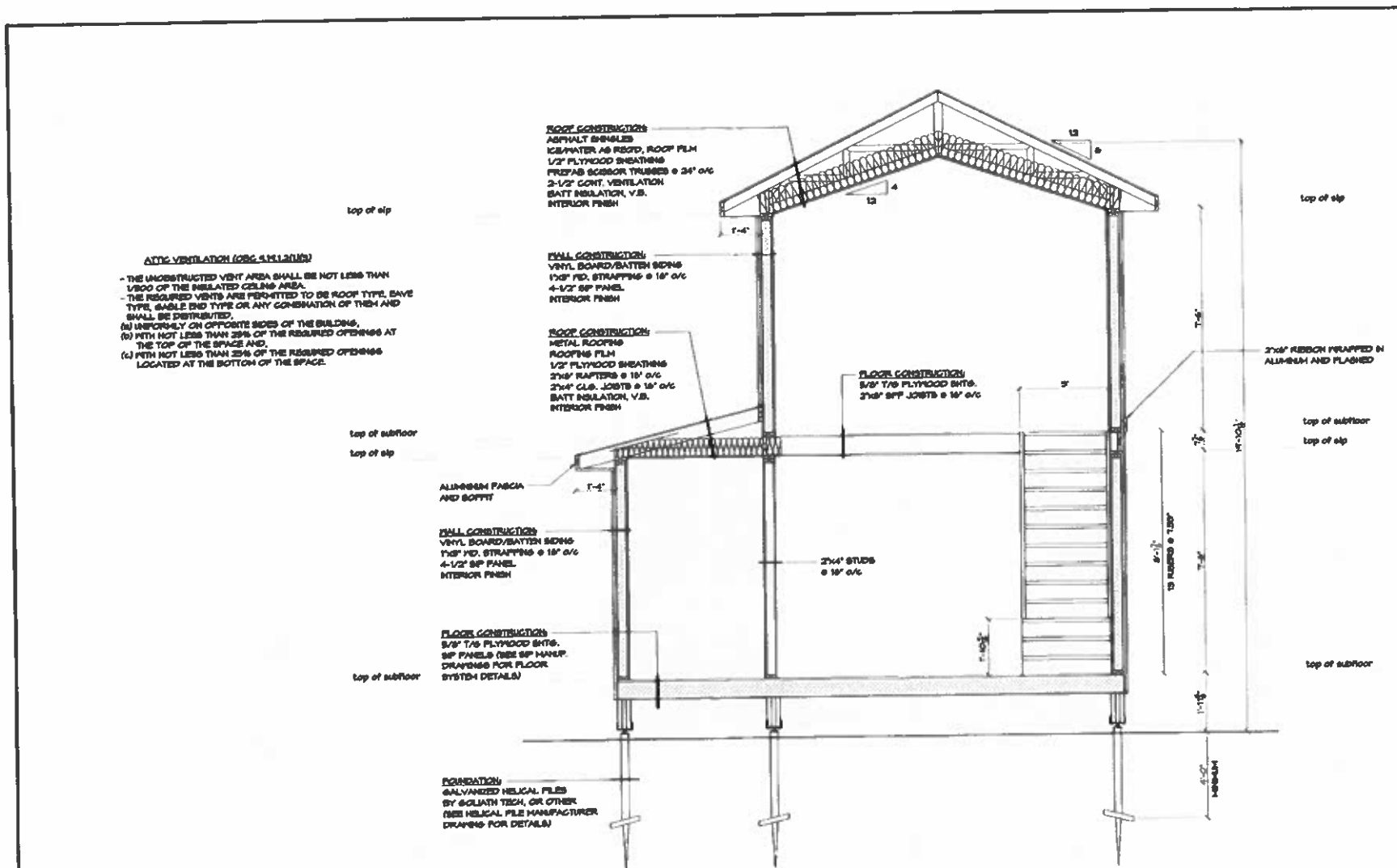
foundation plan

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Revised Oct 18/23

5) OFFICIAL PLAN / ZONING STATUS

SHORELINE RESIDENTIAL  
 SHORELINE RESIDENTIAL

6) REASONS FOR REQUEST

CURRENT BYLAW FOR BUNKIES IS 16 FT GRADE TO PEAK. THIS REQUEST IS TO CONSTRUCT A BUNKIE WITH 22 FT GRADE TO PEAK AS PER ATTACHED DRAWINGS AND BUILDING PERMIT APPLICATION. A SEPTIC REVIEW HAS ALREADY BEEN COMPLETE AND APPROVED AS PER ATTACHED FILE REVIEW.

- Private Road
- Municipal Road (seasonal maintenance)
- Municipal Road (year-round maintenance)
- Road of War
- Unimproved Road Allowance
- Water Access
- Other (specify):

8) BUILDINGS, STRUCTURES AND USES

2 BEDROOM COTTAGE

RECREATIONAL USE

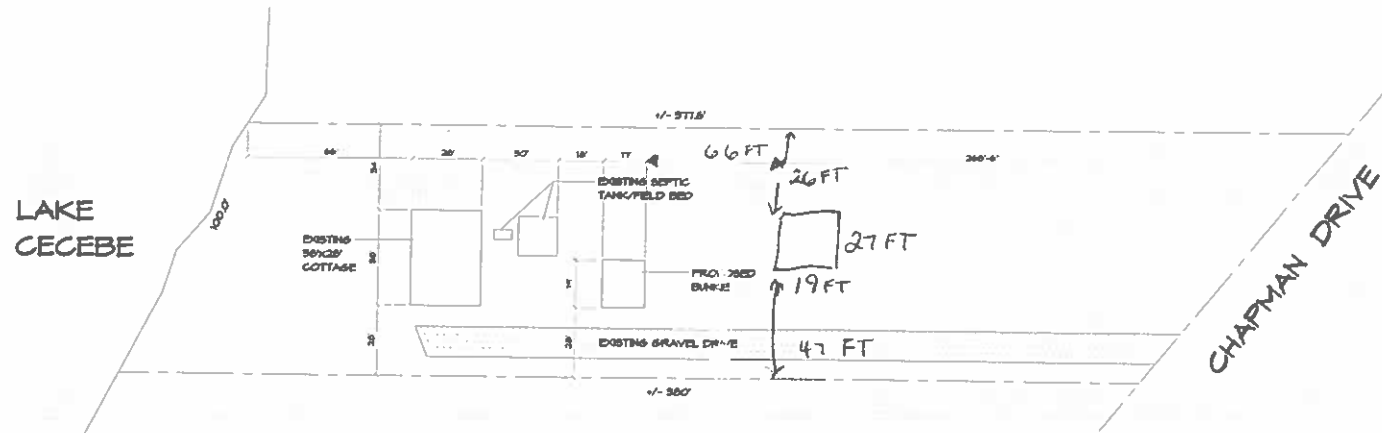
Please complete the following for each building or structure:

	Building One	Building Two	Building Three
Type of Building	COTTAGE	QUASSET HUT	
Setback from Front Lot Line	66 FT	225 FT	
Setback from Rear Lot Line	353 FT	249 FT	
Setback from Side Lot Line	34 FT	26 FT	
Setback from Side Lot Line	28 FT	47 FT	
Height (metres)	6 M	4 M	
Dimensions	32 x 28 FT	19 x 27 FT	
Floor Area	896 SQFT	513 SQFT	
Date of Construction	N/A	N/A	

THE GEOGRAPHY OF THE PROPERTY IS VERY LIMITED FOR A POTENTIAL SITE. EVEN THE PROPOSED LOCATION WOULD REQUIRE A SIGNIFICANT AMOUNT

*Revised  
Oct 18/23  
JS*


TOWNSHIP OF MAGNETAWAN  
KNOWN AS 94 CHAPMAN DRIVE



DIMENSIONS AND NOTES WERE PROVIDED FROM OWNER AND HAVE NOT BEEN VERIFIED BY DESIGNER.



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 <p><b>Municipality of Magnetawan</b></p>	<p><b>REPORT TO COUNCIL</b></p>
<p>To:</p>	<p>Mayor and Council</p>
<p>From:</p>	<p>Fire Chief Derek Young</p>
<p>Date of Meeting:</p>	<p>October 25, 2023</p>
<p>Report Title:</p>	<p>Quarterly Fire Department Report</p>

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

**Call Volume:**

As of September 30, 2023: 151 Calls for service.

**Compared to years past:**

As of

September 30, 2022: 138

September 30, 2021: 151

September 30, 2020: 120

September 30, 2019: 147

Call volume has been on the decline over the past three months, with September having only 6 calls. Although declining, an assumed temporary trend, we are still above average for this time of year.

**General update:**

-Tanker Shuttle Accreditation was successfully renewed and upgraded to Residential and Industrial certification. This will now allow businesses in proximity of the fire station to receive a discount on their insurance premiums. The upgraded accreditation was achieved in cooperation with our automatic aid partners and a testament to the excellent training delivered by our Chief Training Officer Gary.

-An information session was held, in conjunction with the Burks Falls Fire Department and MNRF, for the Cecebe Waterways Association. The session included how to protect your property and cottage in the event of a fire, what to do in an emergency, and how other agencies may respond.

-Canada Day provided an opportunity to hand out some fire prevention information. Many people visited our table and received prevention materials and answers to any questions they may have had.

-Camp Ak-O-Mak and Camp Chikopi both had a visit from the fire department. The kids had an opportunity to go through our trucks and try some of our equipment. This visit provided us a chance to teach them about the importance of fire safety.

-We assisted the Ahmic Lake Cottage Association in their annual run. Firefighters were on hand to help with traffic and to assist if a problem arose.

-Repairs have been made to the soffit and fascia that had been damaged or fallen off on Station 2. Eavestrough has also been added to the Fire Station section.

-Fireworks were delayed due to the fire ban and were set off on the August long weekend. Everything went well and seemed to be enjoyed by all.

-Jamie is currently doing the last course required for his certification as a Fire Inspector. The course concludes in the coming weeks. Jamie has been working diligently this past year and his dedication and hard work is evident in the success and speed at which he has completed the required courses.

#### **Upcoming:**

-Fire Prevention Week runs from October 8<sup>th</sup> to the 14<sup>th</sup>, with this year's theme being "Cooking Safety Starts With You". A school visit has been scheduled, giving us a chance to talk to the kids and staff about fire safety.

-Practical testing will be held at the start of November. Recruits and firefighters continue to work towards certification. Recruits have only two years from the time of joining to become certified.

-A Community Risk Assessment will be conducted in the coming months to ensure we meet the compliance deadline of next July.

#### **Training:**

-Kearney Fire Department has acquired the Live Fire Training Unit for a few days in October, giving us another training opportunity. Joe will be the lead instructor for this session, with the assistance from other chiefs.

-AS&E (Academic Standards and Evaluation) written testing took place in August with several firefighters and recruits writing tests. Results and certificates from the January written testing have come in for some members who have successfully completed the certification process.

#### **Fire rating:**

-The fire rating has remained at Moderate since the fire ban has been lifted. The summer saw adequate rainfall amounts to keep the rating there. Most were respectful of the fire ban, with only seven fines being issued for contraventions. November 1<sup>st</sup> should see the rating dropped to Low, allowing for daytime burning. The rating change will be subject to the conditions at the time.

**Conclusion:**

Although calls have temporarily slowed down, the Fire Department and staff have been busy. The certification process and required training is time consuming, requiring a lot from our volunteers. Their efforts and dedication to the fire service and the community are commendable.

Respectfully Submitted,

*Derek Young*

Derek Young,  
Fire Chief.



**Municipality of  
Magnetawan**

## **REPORT TO COUNCIL**

To:	Mayor and Council
From:	Jason Newman, Bylaw Officer
Date of Meeting:	October 25 2023
Report Title:	Third Quarter Report - Bylaw

**Recommendation:** THAT Council receives and approves this report for information only.

**Introduction:**

Working within the municipality continues to be a positive experience and getting to know the community, council and staff has been an absolute pleasure.

**Background:**

Current reporting will be effective from January 1, 2023 to October 1, 2023. Methods for tracking and recording By-Law statistics have been consistent for 2023. An electronic file is also available to quickly reference history and situations with specific properties.

The role for By-Law Enforcement is changing within the municipality and there is an expected growth, as a result of more involvement and support to other departments, such as Planning, and Building.

As Council has observed there have been many upgrades to legislation and new By-Laws have been brought forward to better support the Municipality with up-to-date enforcement needs.

Administrative Monetary Penalties have been implemented and we are already experiencing a more immediate method for addressing infractions.

There has also been great progress in addressing some longstanding files pertaining to Property Standards and Zoning, and we have gained compliance without the need for escalation to costly legal proceedings.

The workload has notably increased and presents as challenging within the allotted hours currently provided. This year we were able to maintain with additional internal supports, and efforts; however, the need for service is going to increase. There are plans being brought forward and explored, which will allow for the required services to the Municipality of 20 hours a week, which was the previous contracted amount. There is approval in Armour Township to hire an additional By-Law Officer, which with pending contracts in other communities supports an additional full-time position. This would also permit the appropriate amount of time required for Magnetawan to ensure adequate services and support the implementation of newer legislation, including the proposed Short Term Accommodation Bylaw.



Clean Yards By-Laws were discussed during this quarter. There is no opposition to developing this legislation in the Municipality, and there is some merit in having additional tools available. A Clean Yards By-law may as well strategically align within the new Administrative Monetary Penalties System.

That said when involved in these matters, I do prefer Property Standards, which is under Sec. 15 of the Ontario Building Code. The remediation measures are better legislated via "Orders" and give the Municipality the abilities to complete work, and recover costs if required.

There may be some duplication of legislation, however some differences and methods are also noted. There is no additional cost other than staff resources to develop the new legislation.

The perceived result of developing the legislation may support a desire by Council to enforce and mitigate these concerns more aggressively.

Council direction is required and will be openly received.

### **Calls For Service**

Year to Date 2023

Animal - 14  
Parking – 10  
Other – 16  
Snow – 1  
Property Standards - 5  
Trailer - 9  
Noise - 2  
FYI – 5

Total = 62

### **Conclusion:**

I look forward to continue working with the Municipality of Magnetawan. The council, staff, and residents have made this quarter and year to date an enjoyable atmosphere.

Despite at times challenging situations, there is confidence in working together closely and cooperatively within the Municipality to protect the interests and enjoyment of the community.

Respectfully Submitted,

*Jason Newman*

Jason Newman  
By-law Enforcement Officer



## REPORT TO COUNCIL

To:	Mayor and Council
From:	Chief Building Official Tyler Irwin
Date of Meeting:	October 25, 2023
Report Title:	Third Quarter Report

### Recommendation:

THAT Council receives this report as presented for information only.

### Background:

The purpose of this report is to update Council on Building Department matters such as:

- Building Permit activity within the Municipality (July 1<sup>st</sup> – September 30<sup>th</sup>),
- The general daily activities of the Building Department.

### Evaluation:

From July 1<sup>st</sup> to September 30<sup>th</sup> a total of twenty-six (26) permits were issued for new construction. A total of twenty-four (24) applications have been received.

### Category of permits issued:

New single-family dwellings-----	3
Seasonal-----	2
Sleep cabin -----	1
Park Model-----	0
Addition/ Renovation -----	14
Garage/ Shed/ Boathouse ----	5
Farm -----	1
Commercial -----	0
Demolition -----	0

Q3-Total Building Permit Fees- \$41,644.10

Q3-Total Construction Value- \$3,101,020.00

### Q3- Five-year comparison

Year	No. of Permits
2019	28
2020	19
2021	11
*2022	21
2023	26

\*Note- 2022 seen a significant higher number of permits due to one of the seasonal properties being brought into compliance.

The Building Department has had an unusually busy season so far, mainly from matters such as: construction taking place prior to obtaining a Building Permit, construction not in accordance with the approved plans and issuing or following up on new and existing orders. Additional daily activities include:

- Responded to general inquires,
- Completed property information reports,
- Reviewed and processed applications,
- Investigate complaints of building without a permit,
- Issue orders for non- compliance and or building without a permit,
- Conduct inspections for active building permits and Liquor License applications.

The Building Department received approval to participate in a pilot project for E-permitting through CGIS. The project had limited spaces. We are responsible to report any “glitches” or comments that may help fix or improve the program. Additionally, we will be working with designers and contractors who would like to participate. Once complete, applicants will be able to apply for Building Permits digitally through a secure link on the website.

Training has been going well. Inspector Goldring has been attending inspections, becoming familiarized with construction plans, CBO Module (CGIS program) and the daily tasks within the department. He was successful in his House exam. Once the Legal exam is passed, with the House Qualification he will be able to inspect residential buildings that fall under Part 9 of the Ontario Building Code.

Inspector Rennick from RSM Consultants has been assisting with inspections as needed, generally Tuesday and Thursdays. With the extra help we have been able to follow up on orders and other matters.

Chief Building Official Irwin received his CBCO designation (Certified Chief Building Official). The designation is the highest achievable through the OBOA (Ontario Building Officials Association).

Respectfully Submitted,



Tyler Irwin  
Chief Building Official



## REPORT TO COUNCIL

To:	Mayor and Council
From:	Public Works Superintendent Scott Edwards
Date of Meeting:	October 25th 2023
Report Title:	Public Works Department Quarterly Report (Third Quarter)

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

### **Background:**

The Third quarterly report for 2023 covers the summer activities of both the Landfill and Roads operations.

### **Activities Undertaken – Roads Department**

#### **Projects**

Road Supply and Apply Gravel was completed notably on the 24<sup>th</sup>/25<sup>th</sup> Sideroad leading to the Croft Landfill. This was intended to address the potholes and upheaval created by the swamp.

Ahmic Lake Rd was completed with Surface Treatment for the section carried over from 2022, the 5-year plan is to continue to repair large sections which will eventually complete the road. By doing the Slurry Treatment as well will extend the lifespan of this road.

Bridge Replacement was completed this year on Bridge # 24 at the 30/31<sup>st</sup> Sideroad where as an in-house project we completed which was a priority now on the Municipal Structure Inventory and Inspection List. It was unable to be completed last year as we ran time and weather. Staff completed this projected below anticipate costs.

Sand Dome Filled to Capacity During the week of August 23 we had the ability to fill the Sand Domes given we had salt on hand from the previous winter. To note Miron commented he had nowhere else to go given Trucks are not to run salt during the tourist months in the Parry District.

Beaver Activity Continues to be an issue at the Wooden Bridge and West Poverty Bay. I have advised Residents and Tourist alike that unless it is a danger to the stability of the structure or threatening to flood a road or property, the Roads Department does not harass the beaver; however, we do continue to relocate where possible. The Roads Department does not maintain Navigable Waterways, which is up to the Boaters to either open them up or go another route.

Potholes continued to be an issue along both Nipissing Rd South and Ahmic Lake Rd. We are budgeting for 2024 to pave Nipissing Rd South from South St to Rosskopf Rd, and also do a section along Ahmic Lake Rd as yet to be determined. To note large sections were Cold Mixed using the Grader rather than filling numerous potholes which makes for a better finished product and better driving conditions.

Staff The addition of a Public Works Summer Student to the Roads Department proved to be an asset and a chance to show career options within the Municipality.

Training has gone well in regard to Chainsaw, Rigging and Hoisting as well as an MTO Refresher on Circle Checks and Proper Loading, most Staff are up to date, and I expect to run the remaining when time permits. We continue to cross train Landfill Staff for Traffic Control Person as we do have a need for additional Staff during certain operations.

Almaguin Road Superintendents Association the September 20<sup>th</sup> Meeting took place at the Magnetawan Grill and Grocery, I was elected as the Vice President for the Association. OneCall continues to be an issue for delaying projects and is being held accountable by AORS. This last year has been great for coordination of training and services.

### **Activities Undertaken – Landfill Department**

Illegal Dumping continues to be an increasing issue with an estimated 30 both called in and found via Road Patrol which results in diverting Public Works Staff to stop what they are doing and cleanup for if left then more tends to be dumped in the location. Bylaws have been a great asset this year in following up with the polluters and fining them. The word is starting to get out that the Municipality is following up with roadside fouling (dumping) and by keeping track of locations and suspects using CGIS this should make a good impact in keeping Magnetawan's ROWs clean.

Reloadable Landfill Cards For the most part is going well given the initial bumps in the road you can expect. The plan is in 2024 to budget for 2 more units so as to speed up the wait line as well as be covered for both sites if a unit goes down for repair.

Backhoe #3 2005 Case 580 Replacement is now in the order stage as this was passed through Council for the JCB from Jade Equipment after a successful test run at the Township of Seguin Roads Yard.

Reuse Centers continue to have a steady following and will be closed for the season after the Thanksgiving Weekend. Although there has been interest in remaining open year round given they are both unheated and unlit containers remains a concern.

Staff will be reduced to Regular Full Time after the Thanksgiving weekend as it will be the beginning of winter hours.

Respectfully Submitted,



Scott Edwards  
Public Works Superintendent



## REPORT TO COUNCIL

To:	Mayor and Council
From:	Parks and Maintenance Manager Steve Robinson
Date of Meeting:	October, 2023
Report Title:	2023 3rd Quarter Report

**Recommendation:** That Council receives this report for information only.

### Summer/Fall

The Parks Department has been in high demand this summer and early fall.

- Due to a fairly wet summer we have been doing a lot more grass cutting into October
- Numerous potholes at the parks, boat launches and parking lots filled. On going
- It has been an extremely busy fall for events and bookings at the community centre ,something going on almost every weekend and week days.
- The make up air for the community centre kitchen is ongoing; hopefully, will be installed late fall.
- Ahmic harbour community centre- counters have been installed in house and look good.
- The well for the community centre was located and extended above ground level.
- The propane tanks need to be moved – Staff will be trenching for the larger torpedo propane tank – installation should be in by end of November.
- The new sidewalk around the community centre was installed and looks great. Thank you to Laura.
- Due to freezing and thawing over the years, the monument at Ahmic harbour beach had fallen into disrepair which has been restored.
- Repairs were made at Ahmic harbour docks and sink hole areas.
- We are now transitioning into the winter season, equipment maintenance is on going in preparation for the season.
- Will be transitioning into fall with our banners, wreaths and removal of flowers, garbage bins, etc.


### Cemeteries

- We have had 1 casket burials and 5 cremations as well as 5 graves staked for monuments this spring and early summer.
- Landscaping, grass cutting, and monument maintenance is ongoing at all of the cemeteries.
- 30 headstones cleaned this fall with a total of 56 over summer and fall.
- Two large monuments - one at Orange Valley and Dufferin cemeteries had fallen over these have been righted.

Respectfully Submitted,

Steve Robinson

Parks and Maintenance Manager

 <p data-bbox="297 268 483 331"><b>Municipality of Magnetawan</b></p>	<h2 data-bbox="803 205 1221 252">REPORT TO COUNCIL</h2>
To:	Mayor and Council
From:	Erica Kellogg, Deputy Clerk Planning and Development
Date of Meeting:	October 25, 2023
Report Title:	3 <sup>rd</sup> Quarter

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

**Background:**

This update is the Planning and Development Department 3<sup>rd</sup> quarter report for 2023. This report will serve to highlight various activities within the Department and will include a review of current Planning Applications, general planning inquiries as well as Cemetery activities.

In the 2<sup>nd</sup> quarter for 2023, the total number of inquiries was 75, whereas in the 3<sup>rd</sup> quarter a total of 82 general inquiries were received plus an additional 39 for the proposed Short-term Accommodation draft by-law.

**Activities:**

Consents

1 new consent application appeared before Council. At present there are a total of 9 consent applications with 2 consent files anticipated to be completed in the following quarter. It is anticipated that 2 new consent applications will be forthcoming before year end.

Pre-consultation

3 pre-consultations this quarter; 2 for Zoning Amendments (Staff) and 1 for a consent (Planner).

Zoning By-laws

2 complete Zoning applications appeared before Council this quarter, the conditions have been met and files were closed.

Minor Variances

1 minor variance application was received, and the file has been closed.

Encroachments

There are 4 current encroachments; 2 are for complete structures, 1 for a dock and 1 for a garage. Staff will be working to notify these residents the agreements have ended and offer options to move forward. Council can anticipate seeing these files in the future.

Zoning Housekeeping By-law

During the October 5<sup>th</sup> Council meeting, the Zoning Housekeeping By-law was passed, and Staff are working to consolidate the changes.

Official Plan

With the passing of the Housekeeping By-law, Staff and EcoView will be working to bring forward the draft Official Plan for Council's consideration.

Short-term Accommodation

The Short-term Accommodation Draft By-law and application has taken a considerable effort and time this quarter. The final draft by-law represents a reasonable approach that, once implemented will bring responsible and safe operation of Short-term Accommodations. The proposed application fee should ensure the cost of licensing administration and compliance will be a cost borne solely by Short-term Accommodation operators and not the ratepayers as a whole.

Staff have entered into an agreement for third party monitoring with Avenue Insights and Analytics. Staff anticipate an initial download of data being supplied in the coming days. This initial download should highlight the true number of advertised Short-term Accommodation operations within the Municipality, the average rental fee and density of Short-term Accommodations within the Municipality.

**Cemetery:**

Cemetery Board

The Cemetery Board held its last meeting of the year late September. 2 of the 4 meetings this year took place at the Spence and Chapman Cemeteries. As with every meeting, the goal of onsite meetings was to familiarize Board members with existing cemeteries and evaluate any future projects the Board would like to address. Projects will be included in the 2024 budget for Council consideration.

Columbarium:

The columbarium has been ordered and is expected to be installed spring 2024. In preparation for the placement of the columbarium, engineered drawings have been provided for the required concrete slab to house the columbarium with installation planned for 2024.

Cremation Interments

The current contractor for cremation interments will not be providing services in 2024; Staff will be seeking a new contractor.

Respectfully Submitted,



Erica Kellogg

Deputy Clerk – Planning and Development



Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>TAXATION: COMMERCIAL</b>						
1-3-1003-2071 - COMMERCIAL: PIL GENERAL			9,025.20		9,025.20	
1-3-1003-2140 - COMMERCIAL: PIL, TAXABLE TENANT			505.98		505.98	
1-3-1003-2170 - COMMERCIAL: TAXABLE			67,685.85		67,685.85	
1-3-1003-2190 - COMMERCIAL: VACANT			1,873.27		1,873.27	
<b>Total TAXATION: COMMERCIAL:</b>			79,090.30		79,090.30	
<b>TAXATION: FARMLAND</b>						
1-3-1006-2170 - FARMLAND: TAXABLE			13,093.17		13,093.17	
<b>Total TAXATION: FARMLAND:</b>			13,093.17		13,093.17	
<b>TAXATION: INDUSTRIAL</b>						
1-3-1009-2170 - INDUSTRIAL: TAXABLE			2,682.83		2,682.83	
<b>Total TAXATION: INDUSTRIAL:</b>			2 82.83		2,682.83	
<b>TAXATION: MULTI-RES</b>						
1-3-1013-2170 - MULTI-RES: TAXABLE			7,901.75		7,901.75	
<b>Total TAXATION: MULTI-RES:</b>			7,901.75		7,901.75	
<b>TAXATION: RESIDENTIAL</b>						
1-3-1018-2071 - RESIDENTIAL: PIL GENERAL			4,105.67		4,105.67	
1-3-1018-2140 - RESIDENTIAL: PIL, TAXABLE TENANT			3,442.54		3,442.54	
1-3-1018-2170 - RESIDENTIAL: TAXABLE			5,447,815.47		5,447,815.47	
<b>Total TAXATION: RESIDENTIAL:</b>			5,455,363.68		5,455,363.68	
<b>TAXATION: MANAGED FORESTS</b>						
1-3-1020-2170 - MANAGED FORESTS: TAXABLE			12,352.75		12,352.75	
<b>Total TAXATION: MANAGED FORESTS:</b>			12,352.75		12,352.75	
<b>SUPPLEMENTAL TAXATION: COMMERCIAL</b>						
1-3-1103-2170 - SUPP COMMERCIAL: TAXABLE			349.76		349.76	
<b>Total SUPPLEMENTAL TAXATION: COMMERCIAL:</b>			349.76		349.76	
<b>SUPPLEMENTAL TAXATION: RESIDENTIAL</b>						
1-3-1118-2170 - SUPP RESIDENTIAL: TAXABLE			90,858.20		90,858.20	
<b>Total SUPPLEMENTAL TAXATION: RESIDENTIAL:</b>			90,858.20		90,858.20	

GENERAL TAXES

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
1-3-1250-3016 - GENERAL - AREA RATING TAXATION			48,026.60		48,026.60	
<b>Total GENERAL TAXES:</b>			48,026.60		48,026.60	
<b>TAXES - ENGLISH PUBLIC SCHOOL</b>						
1-3-1255-3000 - ENG. PUB; SCH. - TAX LEVY			1,141,582.95		1,141,582.95	
1-3-1255-3005 - ENG. PUB; SCH. - TAX SUPPS & OMITTS			18,488.58		18,488.58	
1-3-1255-3012 - ENG. PUB; SCH. - TAX PAYMENTS IN LIEU			683.89		683.89	
<b>Total TAXES - ENGLISH PUBLIC SCHOOL:</b>			1,160,755.42		1,160,755.42	
<b>TAXES - ENGLISH SEPARATE SCHOOL</b>						
1-3-1256-3000 - ENG. SEP. SCH. - TAX LEVY			8,473.39		8,473.39	
<b>Total TAXES - ENGLISH SEPARATE SCHOOL:</b>			8,473.39		8,473.39	
<b>TAXES - FRENCH PUBLIC SCHOOL</b>						
1-3-1257-3000 - FR. PUB SCH. - TAX LEVY			4,061.19		4,061.19	
<b>Total TAXES - FRENCH PUBLIC SCHOOL:</b>			4,061.19		4,061.19	
<b>TAXES - FRENCH SEPARATE SCHOOL</b>						
1-3-1258-3000 - FR. SEP. SCH. - TAX LEVY			1,608.12		1,608.12	
<b>Total TAXES - FRENCH SEPARATE SCHOOL:</b>			1,608.12		1,608.12	
<b>PENALTIES &amp; INTEREST</b>						
1-3-1400-7130 - TREAS - PENALTIES & INTEREST			78,896.51	71,000.00	7,896.51	
<b>Total PENALTIES &amp; INTEREST:</b>			78,896.51	71,000.00	7,896.51	
<b>UNCONDITIONAL GRANTS</b>						
1-3-1500-5030 - TREAS - ONT. MUNICIPAL PARTNERSHIP FUND			879,450.00	1,172,600.00	(293,150.00)	
<b>Total UNCONDITIONAL GRANTS:</b>			879,450.00	1,172,600.00	(293,150.00)	
<b>CONDITIONAL GRANTS</b>						
1-3-1600-5015 - FEDERAL GOVT-CANADA DAY GRANT			10,000.00		10,000.00	
1-3-1600-5017 - FEDERAL GOVT-NOHFC GRANT			54,701.75	35,000.00	19,701.75	
1-3-1600-5046 - PROV GOVT - WAGE SUBSIDY - SEP			3,812.00		3,812.00	
1-3-1600-5077 - PROV GOVT - OCIF			152,263.00	228,395.00	(76,132.00)	
1-3-1600-5080 - PROV GOVT - NORDS FUND			122,427.13	373,690.00	(251,262.87)	
1-3-1600-5090 - ONTARIO STEWARDSHIP GRANTS			39,521.25		39,521.25	
<b>Total CONDITIONAL GRANTS:</b>			382,725.13	637,085.00	(254,359.87)	
<b>FEES &amp; CHARGES</b>						

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
1-3-1700-7100 - TREAS - LOTTERY LICENSES/FEES			40.00		40.00	
1-3-1700-7102 - TREAS - TAX CERTIFICATES			1,693.00	2,500.00	(807.00)	
1-3-1700-7104 - TREAS - MAPS  COPIES  ETC.			24.99		24.99	
1-3-1700-7106 - TREAS - DOCUMENT COMMISSIONING			10.00		10.00	
1-3-1700-7112 - TREAS - REVENUE - HISTORY BOOKS			317.00	100.00	217.00	
1-3-1700-7120 - TREAS - OTHER GG REVENUES			(829.39)		(829.39)	
1-3-1700-7132 - TREAS - LAND SALES			7,670.00		7,670.00	
1-3-1700-7140 - TREAS - INVESTMENT INCOME			83,019.86	65,000.00	18,019.86	
1-3-1700-7150 - TREAS - DIVIDEND INCOME - LAKELAND			18,600.00	24,800.00	(6,200.00)	
1-3-1700-7160 - TREAS - RENTAL - COMMUNICATION TOWER			995.58	1,500.00	(504.42)	
1-3-1700-7170 - TREAS - HYDRO RE ROCKWYNN LANDING				150.00	(150.00)	
1-3-1700-7172 - TREAS - HYDRO RE FIRE HALL SOLAR PANELS			2,741.59	5,000.00	(2,258.41)	
<b>Total FEES &amp; CHARGES:</b>			114,282.63	99,050.00	15,232.63	
<b>FIRE DEPARTMENT REVENUES</b>						
1-3-2000-7220 - FD - 911 REVENUE			1,258.60		1,258.60	
1-3-2000-7221 - FD - Insurance Recovery			24,206.91	12,000.00	12,206.91	
1-3-2000-7230 - FD - FIRE DEPARTMENT REVENUE			14,207.50		14,207.50	
<b>Total FIRE DEPARTMENT REVENUES:</b>			39,673.01	12,000.00	27,673.01	
<b>BUILDING REVENUES</b>						
1-3-2100-7200 - CBO - BUILDING PERMITS			155,846.65	194,000.00	(38,153.35)	
1-3-2100-7210 - CBO - BUILDING INFORMATION REPORTS			1,800.00	5,000.00	(3,200.00)	
1-3-2100-7215 - CBO - ABANDONED PERMITS				500.00	(500.00)	
<b>Total BUILDING REVENUES:</b>			157,646.65	199,500.00	(41,853.35)	
<b>BYLAW REVENUES</b>						
1-3-2200-7210 - BLEO - DOG LICENSES			1,250.00	1,000.00	250.00	
1-3-2200-7215 - BLEO - BYLAW ENFORCEMENT FINES			100.00		100.00	
1-3-2200-7220 - BLEO - TRAILER LICENCES			15,150.00	10,000.00	5,150.00	
<b>Total BYLAW REVENUES:</b>			16,500.00	11,000.00	5,500.00	
<b>ECONOMIC DEVELOPMENT</b>						
1-3-2300-7600 - ED - ECONOMIC DEVELOPMENT REVENUE				100.00	(100.00)	
1-3-2300-7601 - HAWKERS & PEDDLERS FEE			500.00		500.00	
<b>Total ECONOMIC DEVELOPMENT:</b>			500.00	100.00	400.00	
<b>ROADS REVENUE</b>						
1-3-3000-7320 - ROADS - ENTRANCE PERMITS			1,300.00	1,500.00	(300.00)	

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
1-3-3000-7330 - ROADS - AGGREGATE LICENCE FEES			20,518.28	10,000.00	10,518.28	
<b>Total ROADS REVENUE:</b>			21,718.28	11,500.00	10,218.28	
<b>LANDFILL REVENUES</b>						
1-3-4020-7400 - LF - LANDFILL REVENUES			22,127.00	25,000.00	(2,873.00)	
1-3-4020-7402 - LF - GABAGE BAG TAGS			20.00	200.00	(180.00)	
1-3-4020-7404 - LF - LANDFILL CARDS			629.05	250.00	379.05	
<b>Total LANDFILL REVENUES:</b>			22,776.05	25,450.00	(2,673.95)	
<b>RECYCLING REVENUES</b>						
1-3-4030-7410 - RECY - RECYCLING REVENUE			21,821.48	25,000.00	(3,178.52)	
1-3-4030-7420 - RECY - RECYCLING ELECTRONICS			1,318.71	2,000.00	(681.29)	
<b>Total RECYCLING REVENUES:</b>			23,140.19	27,000.00	(3,859.81)	
<b>CEMETERY REVENUE</b>						
1-3-5010-7500 - CEM - CEMETERY REVENUE			3,074.12	1,000.00	2,074.12	
1-3-5010-7510 - CEM - INTEREST REVENUE			1,208.83	1,300.00	(91.17)	
<b>Total CEMETERY REVENUE:</b>			4,282.95	2,300.00	1,982.95	
<b>RECREATION REVENUE</b>						
1-3-7000-7700 - REC - RECREATION FEES				1,000.00	(1,000.00)	
1-3-7000-7730 - REC - REVENUE-LIONS CLUB RE SWIM LESSONS				7,300.00	(7,300.00)	
1-3-7000-7745 - REC - MAGNETAWAN LOCKS REVENUE			895.00	800.00	95.00	
<b>Total RECREATION REVENUE:</b>			895.00	9,100.00	(8,205.00)	
<b>COMMUNITY CENTRE AND PAVILION REVENUE</b>						
1-3-7300-7725 - REVENUE- MAG COM CENTRE & PAVILION			5,518.20	5,000.00	518.20	
1-3-7300-7735 - REVENUE-AHMIC COMMUNITY CENTRE			1,000.00	3,000.00	(2,000.00)	
<b>Total COMMUNITY CENTRE AND PAVILION REVENUE:</b>			6,518.20	8,000.00	(1,481.80)	
<b>HERITAGE CENTRE REVENUE</b>						
1-3-7600-7520 - HERITAGE - DONATIONS			1,111.65	600.00	511.65	
<b>Total HERITAGE CENTRE REVENUE:</b>			1,111.65	600.00	511.65	
<b>PLANNING REVENUES</b>						
1-3-8000-7800 - PLN - PLANNING REVENUE			18,900.00	8,000.00	10,900.00	
1-3-8000-7810 - PLN - ENCROACHMENT LICENCES			900.00		900.00	
<b>Total PLANNING REVENUES:</b>			19,800.00	8,000.00	11,800.00	

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>CAPITAL REVENUES</b>						
1-3-9000-8001 - TRANSFER FROM ASSET MANAGEMENT RESER'				693,200.00	(693,200.00)	
1-3-9000-8003 - TRANSFER-COMMUNITY ENHANCEMENT RESER				65,500.00	(65,500.00)	
1-3-9000-8004 - TRANSFER-OBLIGATORY RESERVE-PARKLAND				20,000.00	(20,000.00)	
1-3-9000-8005 - TRANSFER-OBLIGATORY RESERVE-GAS TAX				92,001.00	(92,001.00)	
1-3-9000-8006 - Transfer from Fire Reserve				54,000.00	(54,000.00)	
1-3-9000-8007 - TRANSFER FROM LANDFILL REHAB. RESERVE				508,000.00	(508,000.00)	
1-3-9000-8008 - TRANSFER FROM SAFE RESTART RESERVE				26,771.00	(26,771.00)	
<b>Total CAPITAL REVENUES:</b>				<b>1,459,472.00</b>	<b>(1,459,472.00)</b>	
<b>Revenue Totals:</b>			<b>8,654,533.41</b>	<b>3,753,757.00</b>	<b>4,900,776.41</b>	
<b>LEGISLATIVE</b>						
1-4-1000-1010 - COUNCIL - SALARIES AND BENEFITS			48,583.48	75,000.00	26,416.52	
1-4-1000-1011 - COUNCIL - INTEGRITY COMMISSIONER EXPENSES			875.13	3,000.00	2,124.87	
1-4-1000-1310 - COUNCIL - CONFERENCES AND SEMINARS			12,299.82	18,000.00	5,700.18	
1-4-1000-2010 - COUNCIL - MATERIALS AND SUPPLIES			1,410.17	2,000.00	589.83	
1-4-1000-5018 - COUNCIL - DONATIONS			12,811.47	20,000.00	7,188.53	
1-4-1000-7500 - COUNCIL - ROAD GRANTS				15,000.00	15,000.00	
<b>Total LEGISLATIVE:</b>			<b>75,980.07</b>	<b>133,000.00</b>	<b>57,019.93</b>	
<b>ELECTIONS</b>						
1-4-1100-1010 - ELECTION - WAGES AND BENEFITS			1,570.23		(1,570.23)	
<b>Total ELECTIONS:</b>			<b>1,570.23</b>		<b>(1,570.23)</b>	
<b>ADMINISTRATION</b>						
1-4-1200-1010 - ADMIN - WAGES AND BENEFITS			174,600.57	287,298.00	112,697.43	
1-4-1200-1310 - ADMIN - CONFERENCES/TRAINING/MEMBERSHIP			14,371.24	15,000.00	628.76	
1-4-1200-2010 - ADMIN - OFFICE & MAINTENANCE SUPPLIES			5,426.03	11,500.00	6,073.97	
1-4-1200-2025 - ADMIN - HEALTH & SAFETY			993.97	1,600.00	606.03	
1-4-1200-2030 - ADMIN - CGIS SERVICES			20,752.50	25,000.00	4,247.50	
1-4-1200-2050 - ADMIN - TELEPHONE			7,209.58	8,000.00	790.42	
1-4-1200-2052 - ADMIN - CELL PHONE			6,103.48	4,000.00	(2,103.48)	
1-4-1200-2120 - ADMIN - INSURANCE			40,386.71	97,837.00	57,450.29	
1-4-1200-2130 - ADMIN - COMPUTER EXPENSES			37,323.87	44,000.00	6,676.13	
1-4-1200-2135 - ADMIN - WEBSITE EXPENSES			1,645.97	1,800.00	154.03	
1-4-1200-2140 - ADMIN - COPYING EXPENSES			5,019.32	4,500.00	(519.32)	
1-4-1200-2210 - ADMIN - LEGAL FEES-GENERAL			2,206.07	5,000.00	2,793.93	

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
1-4-1200-2215 - ADMIN - LEGAL FEES-LABOUR			17,073.22	30,000.00	12,926.78	
1-4-1200-2220 - ADMIN - UNION NEGOTIATION				2,000.00	2,000.00	
1-4-1200-2225 - ADMIN - HR SERVICES		356.16		500.00	143.84	
1-4-1200-8000 - ADMIN - CAPITAL EXPENDITURES				40,000.00	40,000.00	
<b>Total ADMINISTRATION:</b>			333,468.69	578,035.00	244,566.31	
<b>TREASURY</b>						
1-4-1300-1010 - TREAS - WAGES AND BENEFITS			167,145.99	267,441.00	100,295.01	
1-4-1300-1310 - TREAS - CONFERENCES/TRAINING/MEMBERSHIP			391.78	4,000.00	3,608.22	
1-4-1300-2010 - TREAS - TAXATION MATERIALS			13,643.56	14,000.00	356.44	
1-4-1300-2200 - TREAS - ACCOUNTING/AUDIT			8,087.56	16,600.00	8,512.44	
1-4-1300-2305 - TREAS - PENNY ROUNDING EXPENSE			(0.02)		0.02	
1-4-1300-2310 - TREAS - BANK CHARGES			2,596.21	2,500.00	(96.21)	
1-4-1300-2320 - TREAS - PROPERTY ASSESSMENT			93,226.68	93,227.00	0.32	
<b>Total TREASURY:</b>			285,091.76	397,768.00	112,676.24	
<b>RESERVE TRANSFERS</b>						
1-4-1400-9001 - RESERVE - TRANSFER-ASSET MNGMT RESERVE				150,000.00	150,000.00	
1-4-1400-9003 - RESERVE - TRANSFER-COM ENHANCEMENT RE:				25,296.00	25,296.00	
1-4-1400-9004 - RESERVE - TRANSFER-ELECTIONS RESERVE				8,000.00	8,000.00	
1-4-1400-9006 - RESERVE - TRANSFER-LANDFILL CLOSURE RES				20,000.00	20,000.00	
1-4-1400-9007 - RESERVE - TRANSFER-LANDFILL REHABILITATI				50,000.00	50,000.00	
<b>Total RESERVE TRANSFERS:</b>				253,296.00	253,296.00	
<b>ASSET MANAGEMENT</b>						
1-4-1500-1010 - ASSET - WAGES AND BENEFITS			22,743.54	25,000.00	2,256.46	
1-4-1500-2010 - ASSET - MATERIALS AND SUPPLIES			864.96	2,500.00	1,635.04	
<b>Total ASSET MANAGEMENT:</b>			23,608.50	27,500.00	3,891.50	
<b>FIRE DEPARTMENT</b>						
1-4-2000-1010 - FD - WAGES & BENEFITS			91,954.16	215,000.00	123,045.84	
1-4-2000-1310 - FD - CONFERENCES/TRAINING/MEMBERSHIPS			7,114.15	8,000.00	885.85	
1-4-2000-1410 - FD - VOLUNTEER TRAINING EXPENSES			3,601.37	7,000.00	3,398.63	
1-4-2000-1500 - FD - REGIONAL TRAINING - CONTRACT			12,511.22	17,500.00	4,988.78	
1-4-2000-2010 - FD - MATERIALS & SUPPLIES/LICENCES/MEDIC			5,645.27	6,000.00	354.73	
1-4-2000-2012 - FD- PREVENTION MATERIALS			4,436.46	10,000.00	5,563.54	
1-4-2000-2018 - FD - PPE & FIRE SUPPLIES			4,388.00	10,000.00	5,612.00	
1-4-2000-2053 - FD - COMMUNICATIONS TOWER			2,023.52	3,500.00	1,476.48	
1-4-2000-2054 - FD - RADIO MAINTENANCE & LICENSING			608.44	2,500.00	851.56	

Report Date  
2023-10-18 1:03 PM

Municipality of Magnetawan  
**Budgetary Control**  
For the Period 2023-01-01 - 2023-10-31

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
1-4-2000-2056 - FD - RADIO UPGRADES			2,096.26	10,000.00	7,903.74	
1-4-2000-2058 - FD - DISPATCH				2,700.00	2,700.00	
1-4-2000-2120 - FD - OFFICE			1,351.66	4,000.00	2,648.34	
1-4-2000-4020 - FD - INSURANCE			12,175.63	23,968.00	11,792.37	
1-4-2000-7130 - FD - EQUIPMENT REPAIRS & MAINTENANCE			6,019.54	8,000.00	1,980.46	
1-4-2000-7132 - FD - EQUIPMENT REPLACEMENT			11,877.36	15,000.00	3,122.64	
1-4-2000-7134 - FD - EQUIPMENT TESTING			1,910.04	2,300.00	389.96	
1-4-2000-7230 - FD - MNR FIRE PROTECTION				10,000.00	10,000.00	
1-4-2000-8000 - FD - CAPITAL EXPENDITURES			20,087.20	70,000.00	49,912.80	
<b>Total FIRE DEPARTMENT:</b>			<b>188,840.28</b>	<b>425,468.00</b>	<b>236,627.72</b>	
<b>FIRE MAG STATION</b>						
1-4-2005-2024 - MAG STATION - HEATING FUEL			2,098.84	5,100.00	3,001.16	
1-4-2005-2030 - MAG STATION - HYDRO			1,190.88	1,500.00	309.12	
1-4-2005-7140 - MAG STATION - MAINTENANCE & REPAIRS			2,123.74	4,000.00	1,876.26	
<b>Total FIRE MAG STATION:</b>			<b>5,413.46</b>	<b>10,600.00</b>	<b>5,186.54</b>	
<b>FIRE AHMIC STATION</b>						
1-4-2006-2024 - AHMIC STATION - HEATING FUEL			1,211.86	1,000.00	(211.86)	
1-4-2006-2030 - AHMIC STATION - HYDRO			795.75	800.00	4.25	
1-4-2006-7140 - AHMIC STATION - REPAIRS & MAINTENANCE			526.13	4,000.00	3,473.87	
<b>Total FIRE AHMIC STATION:</b>			<b>2,533.74</b>	<b>5,800.00</b>	<b>3,266.26</b>	
<b>ATV &amp; MOBILE EQUIPMENT</b>						
1-4-2009-2070 - ATV & MOBILE EQUIP-REPAIRS & MAINTENANCE			55.96	2,500.00	2,444.04	
<b>Total ATV &amp; MOBILE EQUIPMENT:</b>			<b>55.96</b>	<b>2,500.00</b>	<b>2,444.04</b>	
<b>FIRE TRUCK#510 - 2012 DODGE RAM 2500</b>						
1-4-2010-2070 - TR510 - REPAIRS AND TESTING			2,674.26	4,000.00	1,325.74	
<b>Total FIRE TRUCK#510 - 2012 DODGE RAM 2500:</b>			<b>2,674.26</b>	<b>4,000.00</b>	<b>1,325.74</b>	
<b>FIRE TRUCK #514 - 2021 FREIGHTLINER TANK</b>						
1-4-2014-2070 - TR514 - REPAIRS AND TESTING			1,295.90	2,000.00	704.10	
<b>Total FIRE TRUCK #514 - 2021 FREIGHTLINER TANK:</b>			<b>1,295.90</b>	<b>2,000.00</b>	<b>704.10</b>	
<b>FIRE TRUCK #517 - 2013 CHEV EXPRESS VAN</b>						
1-4-2017-2070 - TR517 - REPAIRS AND TESTING			78.55	3,500.00	3,421.45	
<b>Total FIRE TRUCK #517 - 2013 CHEV EXPRESS VAN:</b>			<b>78.55</b>	<b>3,500.00</b>	<b>3,421.45</b>	

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>FIRE TRUCK # 520 - 2022 DODGE RAM 1500</b>						
1-4-2018-8000 - CAPITAL			13,252.20	12,000.00	(1,252.20)	
<b>Total FIRE TRUCK # 520 - 2022 DODGE RAM 1500:</b>			13,252.20	12,000.00	(1,252.20)	
<b>FIRE TRUCK #521 - 2004 FREIGHTLINER PUMP</b>						
1-4-2021-2070 - TR521 - REPAIRS AND TESTING			930.09	3,000.00	2,069.91	
<b>Total FIRE TRUCK #521 - 2004 FREIGHTLINER PUMP:</b>			930.09	3,000.00	2,069.91	
<b>FIRE TRUCK #531 - 2019 PUMPER TRUCK</b>						
1-4-2031-2070 - TR531 - REPAIRS AND TESTING			1,138.70	3,000.00	1,861.30	
<b>Total FIRE TRUCK #531 - 2019 PUMPER TRUCK:</b>			1,138.70	3,000.00	1,861.30	
<b>BUILDING DEPARTMENT</b>						
1-4-2100-1010 - CBO - WAGES AND BENEFITS			143,834.46	178,000.00	34,165.54	
1-4-2100-1320 - CBO - MEMBERSHIPS			915.58	1,100.00	184.42	
1-4-2100-1410 - CBO - TRAINING			1,684.29	4,000.00	2,315.71	
1-4-2100-2010 - CBO - MATERIALS/SUPPLIES			457.18	4,500.00	4,042.82	
1-4-2100-2030 - CBO - MILEAGE			626.96	1,000.00	373.04	
1-4-2100-2210 - CBO - LEGAL FEES			6,162.89	5,000.00	(1,162.89)	
<b>Total BUILDING DEPARTMENT:</b>			153,681.36	193,600.00	39,918.64	
<b>BUILDING- VEHICLE</b>						
1-4-2110-2045 - CBO VEHICLE - GPS MONITORING AND DATA			356.20	400.00	43.80	
1-4-2110-2070 - CBO VEHICLE - REPAIRS & MAINT/LICENCE			185.86	1,000.00	814.14	
<b>Total BUILDING- VEHICLE:</b>			542.06	1,400.00	857.94	
<b>BYLAW ENFORCEMENT</b>						
1-4-2200-1010 - BLEO - WAGES AND BENEFITS			22,494.75	55,000.00	32,505.25	
1-4-2200-1410 - BLEO - TRAINING				1,250.00	1,250.00	
1-4-2200-2010 - BLEO - MATERIALS/SUPPLIES			1,099.33	3,000.00	1,900.67	
1-4-2200-2016 - BLEO - ANIMAL CONTROL EXPENSES			198.96	500.00	301.04	
1-4-2200-2025 - BLEO - MILEAGE			1,184.54	5,500.00	4,315.46	
1-4-2200-2210 - BLEO - LEGAL FEES				2,000.00	2,000.00	
<b>Total BYLAW ENFORCEMENT:</b>			24,977.58	67,250.00	42,272.42	
<b>ECONOMIC DEVELOPMENT</b>						
1-4-2300-1010 - ED - WAGES AND BENEFITS			12,722.41	25,000.00	12,277.59	
1-4-2300-2010 - ED - MATERIALS & SUPPLIES				3,200.00	3,200.00	
1-4-2300-2300 - ED - ADVERTISING			2,411.71		(2,411.71)	



Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
1-4-2300-2350 - ED - SIGNAGE			1,884.60	12,000.00	10,115.40	
1-4-2300-8000 - ED - CAPITAL			228.96		(228.96)	
<b>Total ECONOMIC DEVELOPMENT:</b>			17,247.68	40,200.00	22,952.32	
<b>COMMUNITY EMERGENCY MANAGEMENT</b>						
1-4-2400-1010 - CEMC - WAGES AND BENEFITS				3,000.00	3,000.00	
1-4-2400-1410 - CEMC - TRAINING				7,000.00	7,000.00	
1-4-2400-2010 - CEMC - MATERIALS/SUPPLIES				3,000.00	3,000.00	
<b>Total COMMUNITY EMERGENCY MANAGEMENT:</b>				13,000.00	13,000.00	
<b>PROTECTION TO PERSONS &amp; PROPERTY</b>						
1-4-2500-2010 - PROTECT - POLICING COSTS			349,495.43	468,519.00	119,023.57	
1-4-2500-2030 - PROTECT - 911			897.53	2,081.00	1,183.47	
<b>Total PROTECTION TO PERSONS &amp; PROPERTY:</b>			350,392.96	470,600.00	120,207.04	
<b>RECREATION</b>						
1-4-2600-1010 - REC - WAGES AND BENEFITS			34,096.95	95,000.00	60,903.05	
1-4-2600-2010 - REC - MATERIALS/SUPPLIES			7,640.91	8,500.00	859.09	
1-4-2600-2015 - REC - EVENTS			43,849.84	49,000.00	5,150.16	
1-4-2600-2300 - REC - ADVERTISING			215.38	500.00	284.62	
1-4-2600-2400 - REC - RECREATION			12,750.04	17,000.00	4,249.96	
1-4-2600-8000 - REC - CAPITAL			14,788.66	15,000.00	211.34	
<b>Total RECREATION:</b>			113,341.78	185,000.00	71,658.22	
<b>BRIDGES &amp; CULVERTS</b>						
1-4-3011-2010 - A - MATERIALS/SUPPLIES			43,376.71	114,000.00	70,623.29	
1-4-3011-3015 - A - RENTED EQUIPMENT-EXCAVATOR				25,000.00	25,000.00	
1-4-3011-3020 - A - RENTED EQUIPMENT-OTHER				10,000.00	10,000.00	
1-4-3011-3040 - A - CULVERT/BRIDGE-ENGINEERING			174.72	2,000.00	1,825.28	
1-4-3011-4010 - A - CONTRACTS			6,004.19	70,000.00	63,995.81	
1-4-3011-8000 - A - CULVERT/BRIDGES- CAPITAL			13,608.52	626,000.00	612,391.48	
<b>Total BRIDGES &amp; CULVERTS:</b>			63,164.14	847,000.00	783,835.86	
<b>GRASS MOWING</b>						
1-4-3021-4010 - B1 - CONTRACTS			10,176.02	11,000.00	823.98	
<b>Total GRASS MOWING:</b>			10,176.02	11,000.00	823.98	
<b>BRUSHING/TREE TRIMMING</b>						
1-4-3022-3015 - B2 - RENTAL OF CHIPPER			2,523.96	16,869.00	14,345.04	

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
1-4-3022-3030 - B2- RENTED EQUIPMENT-EXCAVATOR			50,512.65	50,000.00	(512.65)	
<b>Total BRUSHING/TREE TRIMMING:</b>			53,036.61	66,869.00	13,832.39	
<b>DITCHING</b>						
1-4-3023-3015 - B3 - RENTED EQUIPMENT-EXCAVATOR			23,169.32	26,000.00	2,830.68	
<b>Total DITCHING:</b>			23,169.32	26,000.00	2,830.68	
<b>COLD MIX PATCHING</b>						
1-4-3031-2010 - C1 - MATERIALS/SUPPLIES			31,256.94	18,000.00	(13,256.94)	
<b>Total COLD MIX PATCHING:</b>			31,256.94	18,000.00	(13,256.94)	
<b>SWEEPING/CRACK SEALING</b>						
1-4-3032-4010 - C2 - CONTRACTS			19,067.93	30,000.00	10,932.07	
1-4-3032-8000 - CAPITAL DEBRIS BLOWER			16,841.73	17,000.00	158.27	
<b>Total SWEEPING/CRACK SEALING:</b>			35,909.66	47,000.00	11,090.34	
<b>ROAD CONSTRUCTION/ROAD REPAIR</b>						
1-4-3034-8000 - C4 - CAPITAL PROJECTS			90,235.95	86,400.00	(3,835.95)	
<b>Total ROAD CONSTRUCTION/ROAD REPAIR:</b>			90,235.95	86,400.00	(3,835.95)	
<b>CATCHBASIN VACUUMING</b>						
1-4-3035-4010 - C5 - CONTRACTS			1,305.08	1,500.00	194.92	
<b>Total CATCHBASIN VACUUMING:</b>			1,305.08	1,500.00	194.92	
<b>DRAINAGE</b>						
1-4-3036-2010 - C6 - MATERIALS/SUPPLIES			866.02		(866.02)	
1-4-3036-4010 - C6 - CONTRACTS				3,800.00	3,800.00	
<b>Total DRAINAGE:</b>			866.02	3,800.00	2,933.98	
<b>GRAVEL PATCHING/WASHOUTS</b>						
1-4-3041-1010 - D1 - WAGES AND BENEFITS			1,536.86		(1,536.86)	
1-4-3041-2010 - D1 - MATERIALS/SUPPLIES			18,769.64	60,000.00	41,230.36	
1-4-3041-4010 - D1 - CONTRACTS			564.54	8,200.00	7,635.46	
<b>Total GRAVEL PATCHING/WASHOUTS:</b>			20,871.04	68,200.00	47,328.96	
<b>GRADING</b>						
1-4-3042-4010 - D2 - CONTRACTS			28,080.72	40,000.00	11,919.28	
<b>Total GRADING:</b>			28,080.72	40,000.00	11,919.28	

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>DUST CONTROL</b>						
1-4-3043-2010 - D3 - MATERIALS/SUPPLIES			99,186.80	85,000.00	(14,186.80)	
1-4-3043-4010 - D3 - CONTRACTS			48,853.20	40,000.00	(8,853.20)	
<b>Total DUST CONTROL:</b>			148,040.00	125,000.00	(23,040.00)	
<b>GRAVEL</b>						
1-4-3045-2010 - D5 - MATERIALS/SUPPLIES			246,286.51	378,000.00	131,713.49	
1-4-3045-3015 - D5 - EQUIPMENT RENTAL-OTHER			10,597.21	20,000.00	9,402.79	
1-4-3045-4010 - D5 - CONTRACTS			102,577.56	80,000.00	(22,577.56)	
<b>Total GRAVEL:</b>			359,461.28	478,000.00	118,538.72	
<b>SNOW PLOWING</b>						
1-4-3051-1010 - E1 - WAGES AND BENEFITS			39,830.66	65,020.00	25,189.34	
1-4-3051-2010 - E1 - MATERIALS/SUPPLIES			5,446.81	20,000.00	14,553.19	
<b>Total SNOW PLOWING:</b>			45,277.47	85,020.00	39,742.53	
<b>SANDING/SALTING</b>						
1-4-3052-1010 - E2 - WAGES AND BENEFITS			23,300.85	31,921.00	8,620.15	
1-4-3052-2010 - E2 - MATERIALS/SUPPLIES			52,142.70	58,000.00	5,857.30	
1-4-3052-4010 - E2 - CONTRACTS			34,201.05	40,000.00	5,798.95	
<b>Total SANDING/SALTING:</b>			109,644.60	129,921.00	20,276.40	
<b>CULVERT THAWING</b>						
1-4-3053-1010 - E3 - WAGES AND BENEFITS			564.80	9,000.00	8,435.20	
1-4-3053-2010 - E3 - MATERIALS/SUPPLIES			952.95	200.00	(752.95)	
<b>Total CULVERT THAWING:</b>			1,517.75	9,200.00	7,682.25	
<b>STANDBY</b>						
1-4-3054-1010 - E4 - WAGES AND BENEFITS			3,356.52	9,000.00	5,643.48	
<b>Total STANDBY:</b>			3,356.52	9,000.00	5,643.48	
<b>ROAD PATROL</b>						
1-4-3072-1010 - RP - WAGES AND BENEFITS			3,453.78	20,400.00	16,946.22	
<b>Total ROAD PATROL:</b>			3,453.78	20,400.00	16,946.22	
<b>OVERHEAD</b>						
1-4-3101-1010 - J - WAGES AND BENEFITS			260,545.73	385,000.00	124,454.27	
1-4-3101-1310 - J - CONFERENCES/LICENCING/MEMBERSHIPS			9,820.38	13,000.00	3,179.62	
1-4-3101-2010 - J - MATERIALS/SUPPLIES			8,873.50	10,000.00	1,126.50	

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
1-4-3101-2020 - J - SAFETY SUPPLIES			12,810.17	13,000.00	189.83	
1-4-3101-2021 - J - PREMIUM GASOLINE INVENTORY CLEARING			27,388.54	34,000.00	6,611.46	
1-4-3101-2022 - J - CLEAR DIESEL INVENTORY CLEARING			63,670.34	90,000.00	26,329.66	
1-4-3101-2023 - J - DYED DIESEL INVENTORY CLEARING			36,098.22	80,000.00	43,901.78	
1-4-3101-2024 - J - HEATING			10,801.87	22,000.00	11,198.13	
1-4-3101-2029 - J - Hydro - 226 15th & 16th Side Rd N			260.51	500.00	239.49	
1-4-3101-2030 - J - HYDRO			4,381.37	5,500.00	1,118.63	
1-4-3101-2045 - J - GPS MONITORING AND DATA			4,696.24	7,000.00	2,303.76	
1-4-3101-2053 - J - COMMUNICATIONS EQUIPMENT AND TOWER			3,340.08	1,250.00	(2,090.08)	
1-4-3101-2054 - J - RADIO LICENSE (BASE)			365.11	1,200.00	834.89	
1-4-3101-2080 - J - SMALL TOOLS AND SUPPLIES			5,592.11	7,000.00	1,407.89	
1-4-3101-2090 - J - LOAN INTEREST EXPENSE- 2016 RDS PROJ			6,404.41	12,000.00	5,595.59	
1-4-3101-2120 - J - OFFICE			2,704.64	3,000.00	295.36	
1-4-3101-2150 - J - CONSULTING FEES				2,500.00	2,500.00	
1-4-3101-2350 - J - SIGNAGE			14,065.24	18,500.00	4,434.76	
1-4-3101-2400 - J - BUILDING MAINTENANCE			9,773.03	45,000.00	35,226.97	
1-4-3101-3050 - J - LINE PAINTING			8,856.51	7,500.00	(1,356.51)	
1-4-3101-4010 - J - CONTRACTS				5,000.00	5,000.00	
1-4-3101-4020 - J - INSURANCE			17,419.03	42,409.00	24,989.97	
1-4-3101-8000 - J - CAPITAL EXPENDITURES			31,256.66	74,000.00	42,743.34	
<b>Total OVERHEAD:</b>			539,123.69	879,359.00	340,235.31	
<b>GRADER - 2012 JOHN DEERE</b>						
1-4-3211-2070 - GR - REPAIRS & MAINTENANCE			10,084.20	18,000.00	7,915.80	
<b>Total GRADER - 2012 JOHN DEERE:</b>			10,084.20	18,000.00	7,915.80	
<b>COMPACTOR - 2003 CATERPILLAR</b>						
1-4-3213-2070 - COM - REPAIRS & MAINTENANCE			6,024.73	1,800.00	(4,224.73)	
1-4-3213-2072 - COM - FLOATING COSTS			4,102.24	4,000.00	(102.24)	
<b>Total COMPACTOR - 2003 CATERPILLAR:</b>			10,126.97	5,800.00	(4,326.97)	
<b>DOZER - CASE 850K</b>						
1-4-3214-2070 - DOZ - REPAIRS & MAINTENANCE			825.54	2,000.00	1,174.46	
<b>Total DOZER - CASE 850K:</b>			825.54	2,000.00	1,174.46	
<b>BACK HOE #3 - 2005 CASE 580 4WD</b>						
1-4-3216-2070 - BH3 - REPAIRS & MAINTENANCE			5,471.18	4,000.00	(1,471.18)	
<b>Total BACK HOE #3 - 2005 CASE 580 4WD:</b>			5,471.18	4,000.00	(1,471.18)	

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>BACK HOE #4 - 2012 JOHN DEERE 410J</b>						
1-4-3217-2070 - BH4 - REPAIRS & MAINTENANCE			8,053.21	10,000.00	1,946.79	
<b>Total BACK HOE #4 - 2012 JOHN DEERE 410J:</b>			8,053.21	10,000.00	1,946.79	
<b>BACK HOE #5 - 2014 CASE 590</b>						
1-4-3218-2070 - BH5 - REPAIRS & MAINTENANCE			5,203.94	7,000.00	1,796.06	
1-4-3218-8000 - BH5 - CAPITAL EXPENDITURES			377.37	198,000.00	197,622.63	
<b>Total BACK HOE #5 - 2014 CASE 590:</b>			5,581.31	205,000.00	199,418.69	
<b>WHEEL LOADER - 2016 CASE</b>						
1-4-3219-2070 - LOADER - REPAIRS & MAINTENANCE			3,541.86	3,000.00	(541.86)	
<b>Total WHEEL LOADER - 2016 CASE:</b>			3,541.86	3,000.00	(541.86)	
<b>TRUCK #20 - 2017 CHEVROLET SILVERADO 150</b>						
1-4-3220-2070 - TR20 - REPAIRS & MAINTENANCE/LICENCES			2,611.39	2,000.00	(611.39)	
<b>Total TRUCK #20 - 2017 CHEVROLET SILVERADO 150:</b>			2,611.39	2,000.00	(611.39)	
<b>TRUCK #21 - 2012 DODGE 2500 4X4 PICKUP</b>						
1-4-3221-2070 - TR21 - REPAIRS & MAINTENANCE/LICENCES			2,621.50	10,000.00	7,378.50	
<b>Total TRUCK #21 - 2012 DODGE 2500 4X4 PICKUP:</b>			2,621.50	10,000.00	7,378.50	
<b>TRUCK #22 - 2016 FREIGHTLINER TANDEM</b>						
1-4-3222-2070 - TR22 - REPAIRS & MAINTENANCE/LICENCES			16,118.61	6,929.00	(9,189.61)	
<b>Total TRUCK #22 - 2016 FREIGHTLINER TANDEM:</b>			16,118.61	6,929.00	(9,189.61)	
<b>TRUCK #23 - 2022 DODGE RAM 2500 CREW CAB</b>						
1-4-3223-2070 - TR23 - REPAIRS & MAINTENANCE/LICENCES			486.16	3,000.00	2,513.84	
<b>Total TRUCK #23 - 2022 DODGE RAM 2500 CREW CAB:</b>			486.16	3,000.00	2,513.84	
<b>TRUCK #26 - 2022 FREIGHTLINER TANDEM</b>						
1-4-3226-2070 - TR26 - REPAIRS & MAINTENANCE/LICENCES			5,254.94	4,300.00	(954.94)	
<b>Total TRUCK #26 - 2022 FREIGHTLINER TANDEM:</b>			5,254.94	4,300.00	(954.94)	
<b>TRUCK #27 - 2014 FREIGHTLINER TANDEM</b>						
1-4-3227-2070 - TR27 - REPAIRS & MAINTENANCE/LICENCES			15,477.56	20,000.00	4,522.44	
<b>Total TRUCK #27 - 2014 FREIGHTLINER TANDEM:</b>			15,477.56	20,000.00	4,522.44	
<b>TRUCK #28 - 2018 WESTERN STAR</b>						
1-4-3228-2070 - TR28 - REPAIRS & MAINTENANCE/LICENCES			13,516.37	13,000.00	(516.37)	

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>Total TRUCK #28 - 2018 WESTERN STAR:</b>			13,516.37	13,000.00	(516.37)	
<b>TRUCK #29 - 2019 WESTERN STAR</b>						
1-4-3229-2070 - TR29 - REPAIRS & MAINTENANCE/LICENCES			10,496.47	10,000.00	(496.47)	
<b>Total TRUCK #29 - 2019 WESTERN STAR:</b>			10,496.47	10,000.00	(496.47)	
<b>TRUCK #30 - 2022 DODGE 1500 4X4 TRUCK</b>						
1-4-3230-8000 - TR30 - 2022 Tradesman Quad Cab 4X4			1,321.46	1,500.00	178.54	
<b>Total TRUCK #30 - 2022 DODGE 1500 4X4 TRUCK:</b>			1,321.46	1,500.00	178.54	
<b>TRUCK #31 DODGE RAM 1500</b>						
1-4-3231-8000 - TR31-2023 Dodge Ram 1500			68,430.19	65,000.00	(3,430.19)	
<b>Total TRUCK #31 DODGE RAM 1500:</b>			68,430.19	65,000.00	(3,430.19)	
<b>BROOM</b>						
1-4-3236-2070 - BROOM - REPAIRS AND MAINTENANCE			7,308.10	9,000.00	1,691.90	
<b>Total BROOM:</b>			7,308.10	9,000.00	1,691.90	
<b>FLOAT</b>						
1-4-3240-2070 - FL - REPAIRS & MAINTENANCE			1,052.48	1,000.00	(52.48)	
<b>Total FLOAT:</b>			1,052.48	1,000.00	(52.48)	
<b>PARKING LOT</b>						
1-4-3700-2010 - PARKING - MATERIALS AND SUPPLIES			817.85	1,200.00	382.15	
<b>Total PARKING LOT:</b>			817.85	1,200.00	382.15	
<b>STREETLIGHTS</b>						
1-4-3800-5012 - STREET - MAGNETAWAN STREET LIGHTS			9,714.66	2,000.00	(7,714.66)	
1-4-3800-5014 - STREET - AHMIC HARBOUR STREET LIGHT			411.81	1,000.00	588.19	
1-4-3800-5016 - STREET - ROCKWYNN LANDING LIGHT			352.04	500.00	147.96	
<b>Total STREETLIGHTS:</b>			10,478.51	3,500.00	(6,978.51)	
<b>GARBAGE COLLECTION</b>						
1-4-4010-4010 - GARBAGE - CONTRACTS			17,331.36	24,000.00	6,668.64	
<b>Total GARBAGE COLLECTION:</b>			17,331.36	24,000.00	6,668.64	
<b>LANDFILL</b>						
1-4-4020-1010 - LF - WAGES AND BENEFITS			101,111.23	148,662.00	47,550.77	
1-4-4020-1410 - LF - TRAINING			192.99	500.00	307.01	

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
1-4-4020-2010 - LF - MATERIALS/SUPPLIES			8,884.93	15,000.00	6,115.07	
1-4-4020-2020 - LF - LATRINE RENTALS/CLEANING			1,678.51	2,000.00	321.49	
1-4-4020-2024 - LF - PROPANE HEAT			1,835.30	2,000.00	164.70	
1-4-4020-2080 - LF - SMALL TOOLS			198.42	100.00	(98.42)	
1-4-4020-2120 - LF - OFFICE			1,603.11	3,500.00	1,896.89	
1-4-4020-2400 - LF - REPAIRS & MAINTENANCE			1,468.06	2,000.00	531.94	
1-4-4020-2420 - LF - LANDFILL SURVEILLANCE			186.41	500.00	313.59	
1-4-4020-3030 - LF - LAWN TRACTOR FUEL & REPAIRS				100.00	100.00	
1-4-4020-3040 - LF - ENGINEERING FEES			7,814.25	5,000.00	(2,814.25)	
1-4-4020-4010 - LF - CONTRACTS			53,429.19	50,000.00	(3,429.19)	
1-4-4020-4020 - LF - INSURANCE			2,072.92	4,622.00	2,549.08	
1-4-4020-4022 - LF - RUBBISH/MISC ITEM DISPOSAL BIN			72,724.62	90,000.00	17,275.38	
1-4-4020-5020 - LF - MONITORING WELL COSTS-CROFT			11,451.08	17,000.00	5,548.92	
1-4-4020-5025 - LF - MONITORING WELL COSTS-CHAPMAN			13,406.90	19,000.00	5,593.10	
1-4-4020-8000 - LF - CAPITAL EXPENDITURES			905.65	533,800.00	532,894.35	
<b>Total LANDFILL:</b>			<b>278,963.57</b>	<b>893,784.00</b>	<b>614,820.43</b>	
<b>RECYCLING</b>						
1-4-4030-1010 - RECY - WAGES AND BENEFITS			62,520.36	101,640.00	39,119.64	
1-4-4030-1410 - RECY - TRAINING			180.00	500.00	320.00	
1-4-4030-2010 - RECY - MATERIALS/SUPPLIES/COMPOSTING			1,247.96	3,000.00	1,752.04	
1-4-4030-2015 - RECY - LATRINE RENTALS/CLEANING			1,665.53	2,000.00	334.47	
1-4-4030-2024 - RECY - PROPANE HEAT			1,354.94	1,500.00	145.06	
1-4-4030-2080 - RECY - SMALL TOOLS			214.70	100.00	(114.70)	
1-4-4030-2120 - RECY - OFFICE			410.59	3,100.00	2,689.41	
1-4-4030-2400 - RECY - REPAIRS & MAINTENANCE			4,782.93	1,000.00	(3,782.93)	
1-4-4030-2420 - RECY - LANDFILL SURVEILLANCE			134.30	420.00	285.70	
1-4-4030-4012 - RECY - RECYCLING CURBSIDE			21,493.54	24,000.00	2,506.46	
1-4-4030-4014 - RECY - RECYCLING DEPOT			50,241.02	50,000.00	(241.02)	
1-4-4030-4018 - RECY - HOUSEHOLD HAZARDOUS WASTE DEPO			13,972.99	15,000.00	1,027.01	
1-4-4030-4020 - RECY - INSURANCE			5,815.82	4,622.00	(1,193.82)	
<b>Total RECYCLING:</b>			<b>164,034.68</b>	<b>206,882.00</b>	<b>42,847.32</b>	
<b>WATER SYSTEMS</b>						
1-4-4300-1010 - W-SYS - WAGES AND BENEFITS			3,378.67	4,600.00	1,221.33	
1-4-4300-2010 - W-SYS - MATERIALS/SUPPLIES			4,207.88	6,000.00	1,792.12	
<b>Total WATER SYSTEMS:</b>			<b>7,586.55</b>	<b>10,600.00</b>	<b>3,013.45</b>	
<b>CEMETERY</b>						

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Municipality of Magnetawan  
**Budgetary Control**  
For the Period 2023-01-01 - 2023-10-31

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
1-4-5010-1010 - CEM - WAGES AND BENEFITS			11,995.27	25,900.00	13,904.73	
1-4-5010-2010 - CEM - MATERIALS/SUPPLIES			475.94	3,500.00	3,024.06	
1-4-5010-2400 - CEM - REPAIRS & MAINTENANCE			178.46	1,500.00	1,321.54	
1-4-5010-4020 - CEM - INSURANCE			336.76	812.00	475.24	
1-4-5010-8000 - CEM - CAPITAL EXPENDITURES			3,882.15	60,500.00	56,617.85	
<b>Total CEMETERY:</b>			16,868.58	92,212.00	75,343.42	
<b>HOMES FOR THE AGED</b>						
1-4-6010-2010 - HOME - EASTHOLME			188,852.25	255,471.00	66,618.75	
<b>Total HOMES FOR THE AGED:</b>			188,852.25	255,471.00	66,618.75	
<b>SOCIAL/FAMILY SERVICES</b>						
1-4-6200-2710 - SOCIAL - DSSAB			316,505.52	316,506.00	0.48	
1-4-6200-5020 - SOCIAL -FRIENDSHIP CLUB			11,037.61	10,800.00	(237.61)	
<b>Total SOCIAL/FAMILY SERVICES:</b>			327,543.13	327,306.00	(237.13)	
<b>BUILDING - 28 CHURCH ST</b>						
1-4-6300-8000 - CHURCH ST - CAPITAL EXPENDITURES			1,863.21	4,000.00	2,136.79	
<b>Total BUILDING - 28 CHURCH ST:</b>			1,863.21	4,000.00	2,136.79	
<b>PROPERTY - HWY 520</b>						
1-4-6350-4030 - PROPERTY - PLANNING				10,000.00	10,000.00	
1-4-6350-8000 - PROPERTY - CAPITAL EXPENDITURES			396.86	100,000.00	99,603.14	
<b>Total PROPERTY - HWY 520:</b>			396.86	110,000.00	109,603.14	
<b>HEALTH SERVICES</b>						
1-4-6400-2010 - HEALTH - HEALTH UNIT			38,257.78	46,007.00	7,749.22	
1-4-6400-2020 - HEALTH - LAND AMBULANCE			240,173.79	240,174.00	0.21	
<b>Total HEALTH SERVICES:</b>			278,431.57	286,181.00	7,749.43	
<b>SWIM PROGRAM</b>						
1-4-7050-1010 - SWIM - WAGES AND BENEFITS			6,713.28	8,600.00	1,886.72	
<b>Total SWIM PROGRAM:</b>			6,713.28	8,600.00	1,886.72	
<b>WHARFS</b>						
1-4-7100-2020 - WHARFS - DOCKS-ROCKWYNN LANDING				800.00	800.00	
1-4-7100-2400 - WHARFS - REPAIRS & MAINTENANCE			2,763.52	3,000.00	236.48	
1-4-7100-8000 - WHARFS - CAPITAL EXPENDITURES			8,595.24		(8,595.24)	
<b>Total WHARFS:</b>			11,358.76	3,800.00	(7,558.76)	



Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>PARKS</b>						
1-4-7200-1010 - PARKS - WAGES AND BENEFITS			150,749.98	218,915.00	68,165.02	
1-4-7200-1410 - PARKS - TRAINING				2,000.00	2,000.00	
1-4-7200-2010 - PARKS - MATERIALS/SUPPLIES			6,695.38	9,000.00	2,304.62	
1-4-7200-2012 - PARKS - FLOWERS			2,566.52	3,000.00	433.48	
1-4-7200-2020 - PARKS - SAFETY & HEALTH			1,911.76	2,300.00	388.24	
1-4-7200-2024 - PARKS - HEATING			5,599.73	9,000.00	3,400.27	
1-4-7200-2030 - PARKS - HYDRO			3,067.95	5,100.00	2,032.05	
1-4-7200-2045 - PARKS - GPS MONITORING AND DATA			1,068.50	1,530.00	461.50	
1-4-7200-2400 - PARKS - REPAIRS & MAINTENANCE			7,555.06	10,200.00	2,644.94	
1-4-7200-3030 - PARKS - GENERATOR EXPENSES			61.06	510.00	448.94	
1-4-7200-4020 - PARKS - INSURANCE			7,225.19	17,690.00	10,464.81	
1-4-7200-8000 - PARKS - CAPITAL EXPENDITURES			20,156.62	22,000.00	1,843.38	
<b>Total PARKS:</b>			206,657.75	301,245.00	94,587.25	
<b>PARKS TRUCK #10 - 2010 DODGE 1500</b>						
1-4-7210-2070 - TR10 - REPAIRS			350.42	2,500.00	2,149.58	
<b>Total PARKS TRUCK #10 - 2010 DODGE 1500:</b>			350.42	2,500.00	2,149.58	
<b>PARKS TRACTOR #2 - JOHN DEERE 2720</b>						
1-4-7213-2070 - TRACTOR 2 - REPAIRS				2,500.00	2,500.00	
1-4-7213-2075 - TRACTOR 2 - SNOWBLOWER REPAIRS				500.00	500.00	
<b>Total PARKS TRACTOR #2 - JOHN DEERE 2720:</b>				3,000.00	3,000.00	
<b>PARKS TRACTOR #3 - KUBOTA 2610</b>						
1-4-7214-2070 - TRACTOR 3 - REPAIRS			1,998.57	2,500.00	501.43	
<b>Total PARKS TRACTOR #3 - KUBOTA 2610:</b>			1,998.57	2,500.00	501.43	
<b>PARKS TRUCK #12- 2018 DODGE 5500</b>						
1-4-7218-2070 - TR12 - REPAIRS			2,211.83	5,000.00	2,788.17	
<b>Total PARKS TRUCK #12- 2018 DODGE 5500:</b>			2,211.83	5,000.00	2,788.17	
<b>PARKS TRUCK #13 - 2020 GMC SIERRA 1500</b>						
1-4-7219-2070 - TR13 - REPAIRS			1,290.94	2,500.00	1,209.06	
<b>Total PARKS TRUCK #13 - 2020 GMC SIERRA 1500:</b>			1,290.94	2,500.00	1,209.06	
<b>PARKS TRAILERS</b>						
1-4-7225-2070 - PARKS TRAILERS - REPAIRS			254.40	1,500.00	1,245.60	

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>Total PARKS TRAILERS:</b>			254.40	1,500.00	1,245.60	
<b>COMMUNITY CENTRE AND PAVILION</b>						
1-4-7300-1010 - HALL - WAGES AND BENEFITS			42,488.79	86,000.00	43,511.21	
1-4-7300-2010 - HALL - MATERIALS/SUPPLIES			5,900.19	8,500.00	2,599.81	
1-4-7300-2024 - HALL - HEATING FUEL			10,767.49	18,000.00	7,232.51	
1-4-7300-2030 - HALL - HYDRO/STOVE PROPANE			8,944.81	15,000.00	6,055.19	
1-4-7300-2400 - HALL - REPAIRS & MAINTENANCE			8,698.86	20,000.00	11,301.14	
1-4-7300-3020 - HALL - ZAMBONI EXPENSES				500.00	500.00	
1-4-7300-3030 - HALL - GENERATOR EXPENSES			5,765.89	3,500.00	(2,265.89)	
1-4-7300-4020 - HALL - INSURANCE			5,952.84	14,335.00	8,382.16	
1-4-7300-8000 - HALL - CAPITAL EXPENDITURES			4,419.38	24,000.00	19,580.62	
<b>Total COMMUNITY CENTRE AND PAVILION:</b>			92,938.25	189,835.00	96,896.75	
<b>LIBRARY</b>						
1-4-7400-5012 - LIBRARY			80,836.00	91,300.00	10,464.00	
<b>Total LIBRARY:</b>			80,836.00	91,300.00	10,464.00	
<b>LOCKS</b>						
1-4-7500-1010 - LOCKS - WAGES AND BENEFITS			19,619.78	28,800.00	9,180.22	
1-4-7500-2010 - LOCKS - MATERIALS AND SUPPLIES			1,623.45	2,000.00	376.55	
1-4-7500-2400 - LOCKS - REPAIRS & MAINTENANCE			2,187.52	1,000.00	(1,187.52)	
<b>Total LOCKS:</b>			23,430.75	31,800.00	8,369.25	
<b>HERITAGE CENTRE</b>						
1-4-7600-1010 - HERITAGE - WAGES AND BENEFITS			18,158.86	29,000.00	10,841.14	
1-4-7600-2010 - HERITAGE - REPAIRS AND SUPPLIES			627.67	1,500.00	872.33	
1-4-7600-2030 - HERITAGE - HYDRO			689.24	1,275.00	585.76	
1-4-7600-4020 - HERITAGE - INSURANCE			739.15	1,775.00	1,035.85	
1-4-7600-8000 - HERITAGE - CAPITAL				5,000.00	5,000.00	
<b>Total HERITAGE CENTRE:</b>			20,214.92	38,550.00	18,335.08	
<b>AHMIC COMMUNITY CENTRE</b>						
1-4-7700-1010 - AHMIC - WAGES AND BENEFITS			1,740.45	5,000.00	3,259.55	
1-4-7700-2010 - AHMIC - MATERIALS/SUPPLIES			912.35	1,500.00	587.65	
1-4-7700-2024 - AHMIC - HEATING FUEL			1,508.70	3,000.00	1,491.30	
1-4-7700-2030 - AHMIC - HYDRO			871.30	1,500.00	628.70	
1-4-7700-2400 - AHMIC - REPAIRS & MAINTENANCE			4,508.91	1,500.00	(3,008.91)	
1-4-7700-4020 - AHMIC - INSURANCE			797.05	1,934.00	1,136.95	

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Municipality of Magnetawan  
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Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
1-4-7700-8000 - AHMIC - CAPITAL EXPENDITURES			27,106.74	34,500.00	7,393.26	
<b>Total AHMIC COMMUNITY CENTRE:</b>			37,445.50	48,934.00	11,488.50	
<b>PLANNING &amp; DEVELOPMENT</b>						
1-4-8010-1010 - PLN - WAGES AND BENEFITS			32,446.05	50,000.00	17,553.95	
1-4-8010-2210 - PLN - LEGAL FEES			15,952.07	25,000.00	9,047.93	
1-4-8010-5012 - PLN - OFFICIAL PLAN/ZONING BYLAW/2ND DWE			8,442.44	39,000.00	30,557.56	
1-4-8010-5014 - PLN - GENERAL			2,841.85	4,500.00	1,658.15	
<b>Total PLANNING &amp; DEVELOPMENT:</b>			59,682.41	118,500.00	58,817.59	
<b>REQUISITIONS</b>						
1-4-8300-6100 - EP SCHOOL REQUISTION			833,694.48		(833,694.48)	
1-4-8300-6110 - FP SCHOOL REQUISTION			5,486.38		(5,486.38)	
1-4-8300-6120 - ES SCHOOL REQUISTION			12,006.44		(12,006.44)	
1-4-8300-6130 - FS SCHOOL REQUISTION			6,786.72		(6,786.72)	
<b>Total REQUISITIONS:</b>			857,974.02		(857,974.02)	
<b>TO BE RECOVERED</b>						
1-4-8400-8020 - 2B RECOV-(I/S) DEBT- ROADS			65,000.00	130,000.00	65,000.00	
<b>Total TO BE RECOVERED:</b>			65,000.00	130,000.00	65,000.00	
<b>Expense Totals:</b>			6,113,967.82	9,372,415.00	3,258,447.18	
<b>Net Surplus (Deficit):</b>			2,540,565.59	(5,618,658.00)	8,159,223.59	

Accounts Printed: 359

# THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

## BY-LAW NO. 2023 -

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

---

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

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

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

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

1. **THAT** Jason Newman is hereby appointed as the Municipal By-Law Enforcement Officer.
2. **THAT** the title of Municipal By-law Enforcement Officer shall include the additional roles and responsibilities of Animal Control Officer, Livestock-Valuer, Weed Inspector, and Property Standards Officer.
3. **THAT** the Agreement attached hereto as Appendix "A" between The Municipal Corporation of the Township of Armour and The Corporation of the Municipality of Magnetawan be entered into by the municipality.
4. **THAT** the Mayor and the Clerk be authorized to execute all documentation necessary to fulfill the Agreement.
5. **THAT** the Agreement entered into between The Municipal Corporation of the Township of Armour and The Corporation of the Municipality of Magnetawan is hereby ratified and confirmed, when signed by all parties.
6. **THAT** THE Clerk of the Township of Armour is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, semantic or descriptive nature of kind to the by-law and schedule(s) as may be deemed necessary after the passage of this bylaw, where such modifications or corrections do not alter the intent of the by-law.
7. **THAT** the position of Municipal By-Law Enforcement Officer shall be considered a contract position; and therefore, will not be entitled to any other benefits of the Municipality except those as stipulated in the Contract Agreement.
8. **THAT** Jason Newman shall be deemed to be an Officer and Representative of the Municipal Corporation when acting in the scope of their duties.

9. **THAT** this By-law shall come into force and effect on the date of its passing.
10. **THAT** By-law 2023-05 and any other previously relevant by-law(s) be hereby repealed effective the date of passing of this By-law.

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto, this 25th day of October 2023.

**THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

DRAFT

**SERVICE AGREEMENT**

**BETWEEN**

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR**

**AND**

**THE MUNICIPALITY OF MAGNETAWAN**

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

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

**AND WHEREAS** the Township of Armour and the Municipality of Magnetawan agree that the By-Law Enforcement Officers shall be employees of the Township of Armour;

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

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

1. THAT the Municipality of Magnetawan shall use the By-Law Enforcement Officers for 20 hours per week during the term of this agreement. Every effort shall be made to ensure the availability of the By-Law Enforcement Officers, but it is recognized that the hours must remain flexible and that some hours may be required during weekends. The By-Law Enforcement Officers shall not perform any contrast work which may place him/her in conflict.
2. THAT the Municipality of Magnetawan shall pay the Township of Armour the current average rate at which the Township of Armour is remunerating their By-Law Enforcement Officers for each hour worked for their municipality, plus a 40% premium to cover the cost of benefits and vacation time, plus HST.
3. THAT the Municipality of Magnetawan shall pay for any mileage incurred by the By-Law Enforcement Officers while working for their municipality, at a rate listed in Schedule B of this agreement. Mileage billed shall be based on the daily log of the By-Law Enforcement Officers. Mileage shall be applicable from the By-Law Enforcement Officer's departure from the Township of Armour's municipal office at 56 Ontario Street, Burk's Falls, Ontario.
4. THAT the Municipality of Magnetawan agrees to share any other costs which may be generated by the By-Law Enforcement Officer positions on the same percentage basis as the number of hours the By-Law Enforcement Officers do for the Municipality of Magnetawan.
5. THAT the Township of Armour shall invoice the Municipality of Magnetawan a

minimum of 20 hours per week on a monthly basis for the period completed.

6. THAT the Municipality of Magnetawan agrees to provide whatever administrative assistance is required in their respective office and will be responsible to provide office supplies required by the By-Law Enforcement Officers while working on their behalf.
7. THAT in the event of prosecution by or against a By-Law Enforcement Officer in the territorial jurisdiction of the each of the parties, each party shall be responsible for any costs arising from such legal proceedings, as well as legal representation of their own choosing.
8. THAT the Municipality of Magnetawan agrees to maintain an insurance policy to and covering the By-Law Enforcement Officer and his/her related performance or non-performance of services, within its jurisdiction, for the entire term of this agreement. Proof of such insurance policy must be forwarded to the Township of Armour.

**Appendix "A"**  
**By-Law # -2023 - Page 2 of 7**

9. THAT the Municipality of Magnetawan agrees on behalf of themselves, their successors and assigns, to indemnify and save harmless the Township of Armour, its servants and agents from and against any actions, causes of actions, damages, suits, claims and demands whatsoever which may arise, either directly or indirectly, out of the performance or non-performance of the services provided herein and in connection with the carrying out of the provisions of the agreement.
10. THAT any dispute arising from the administration of this agreement shall be resolved by the Clerk of the Township of Armour. If the decision of the Clerk is not satisfactory to one of the parties, the matter can be referred to the Council of the Township of Armour.
11. THAT this agreement shall be in place from January 1<sup>st</sup>, 2024 to December 31<sup>st</sup>, 2026. Thereafter, it may be renewed by the parties on whatever mutually acceptable basis is determined.
12. Any party may cancel their participation in this agreement by serving the other parties, written notice of their intention, ninety (90) days in advance of the date of termination.
13. This agreement constitutes the entire agreement between the parties.

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

Dated at the Township of Armour

\_\_\_\_\_  
MAYOR

this \_\_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_  
CLERK

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

Dated at the Municipality of Magnetawan

\_\_\_\_\_  
MAYOR

this \_\_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_  
CLERK

Appendix "A"  
By-Law # -2023 – Page 3 of 7

Schedule "A" – By-law Enforcement Officers Agreement – Page 1 of 4



POSITION DESCRIPTION  
**SENIOR BY-LAW ENFORCEMENT  
OFFICER**  
October 2023

**REPORTS TO:**

Clerk

**POSITION PURPOSE:**

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

Page 112 of 231



Coordinates staff and acts as a catalyst to achieve goals on a daily basis. This position shall be based on a flexible schedule and the incumbent shall work within the total hours allocated within a month.

**MAJOR DUTIES & RESPONSIBILITIES:**

1. To provide a variety of inspection, advisory and enforcement services pertaining to legislation and to the by-laws of the municipality.
2. Designated as the Provincial Offences Officer under legislation for legal action on by-laws.
3. Respond to complaints regarding alleged violations, conducts investigations into allegations, urging self-compliance where possible through persuasive discussion and written correspondence to violators.
4. Provides information on by-laws and enforcement conditions.
5. Enforces by-laws through court action when necessary, including preparation of a proper crown brief, notification of witnesses and the issuance of a subpoena to ensure their presence in court.
6. Be prepared to do weekend or evening patrol to observe, make notes and be prepared to charge and give testimony in Provincial Offences Court.
7. Responsible for animal control in the municipality and to pick up dogs without tags and transport them to an animal shelter designated by the municipality.
8. Must have a system in place to receive complaints 24 hours a day as complaints shall be forwarded directly to the By-Law Enforcement Officer.
9. Communicates with all By-law Enforcement staff to ensure fair and equitable sharing of tasks and responsibilities and promote by-law enforcement efficiency.
10. Acts as point of contact in the Clerk's absence.
11. Performs such other related duties as may reasonably be required by the Clerk.
12. Attends Council meetings as required.

**EDUCATION / EXPERIENCE / SKILLS:**

1. Requires post-secondary plus completion of By-law course. Equivalent to High School plus one year.
2. Successful completion of By-Law Compliance Enforcement and Investigative Skills Level 1 or equivalent.

## Schedule "A" – By-law Enforcement Officers Agreement – Page 2 of 4

3. Minimum 4 years related experience or field investigative experience.
4. Must have excellent verbal and written communication skills and ability to relate to elected officials, peers, and the public in a professional manner.
5. Must have a good understanding of regulatory by-laws legislation and rules.
6. Must have a good knowledge of investigation, note taking and evidence gathering techniques.
7. Must have a good knowledge of court processes and procedures and emergency response techniques.
8. Must have a valid G driver's license and access to a vehicle.

### **Independence of Action**

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

### **Mental Effort**

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

### **Physical Effort**

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

### **Dexterity**

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

### **Accountability**

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

### **Safety of Others**

Some degree of care is required when in charge of by-law enforcement.

### **Supervision**

This position requires the incumbent to periodically assume some supervisory responsibilities over others.

### **Contacts**

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

## **Working Conditions**

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

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

**Appendix "A"**  
**By-Law # -2023 – Page 5 of 7**

**Schedule "A" – By-law Enforcement Officers Agreement – Page 3 of 4**



**POSITION DESCRIPTION**  
**BY-LAW ENFORCEMENT OFFICER**  
**October 2018**

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### **REPORTS TO:**

Clerk

### **POSITION PURPOSE:**

The By-Law Enforcement Officer is responsible for enforcing municipal by-laws and providing public information to ensure the protection of residents, property and employees. This position shall be based on a flexible schedule and the incumbent shall work within the total hours allocated within a month.

### **MAJOR DUTIES & RESPONSIBILITIES:**

1. To provide a variety of inspection, advisory and enforcement services pertaining to legislation and to the by-laws of the municipality.
2. Designated as the Provincial Offences Officer under legislation for legal action on by-laws.
3. Respond to complaints regarding alleged violations, conducts investigations into allegations, urging self-compliance where possible through persuasive discussion and written correspondence to violators.
4. Provides information on by-laws and enforcement conditions.
5. Enforces by-laws through court action when necessary, including preparation of a proper crown brief, notification of witnesses and the issuance of a subpoena to ensure their presence in court.

6. Be prepared to do weekend or evening patrol to observe, make notes and be prepared to charge and give testimony in Provincial Offences Court.
7. Responsible for animal control in the municipality and to pick up dogs without tags and transport them to an animal shelter designated by the municipality.
8. Must have a system in place to receive complaints 24 hours a day as complaints shall be forwarded directly to the By-Law Enforcement Officer.
9. Performs such other related duties as may reasonably be required by the Treasurer/Deputy-Clerk.
10. Attends Council meetings as required.

**EDUCATION / EXPERIENCE / SKILLS:**

1. Requires post-secondary plus completion of By-law course. Equivalent to High School plus one year.
2. Successful completion of By-Law Compliance Enforcement and Investigative Skills Level 1 or equivalent.
3. Minimum 4 years related experience or field investigative experience.
4. Must have excellent verbal and written communication skills and ability to relate to elected officials, peers, and the public in a professional manner.
5. Must have a good understanding of regulatory by-laws legislation and rules.
6. Must have a good knowledge of investigation, note taking and evidence gathering techniques.

**Appendix "A"**  
**By-Law # -2023 – Page 6 of 7**

**Schedule "A" – By-law Enforcement Officers Agreement – Page 4 of 4**

7. Must have a good knowledge of court processes and procedures and emergency response techniques.
8. Must have a valid G driver's license and access to a vehicle.

**Independence of Action**

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

**Mental Effort**

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

**Physical Effort**

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

**Dexterity**

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

**Accountability**

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

**Safety of Others**

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

**Supervision**

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

**Contacts**

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

**Working Conditions**

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

---

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


## **MILEAGE RATE POLICY**

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

1. The base rate for reimbursement of mileage, as of the date of approval of this policy, shall be \$0.54 per kilometre and shall be for the price of gasoline ranging from \$0.00 to \$1.39 per litre.
2. For the purpose of this policy, the price of gasoline per litre shall be the rate at the Shell Station located in Burk's Falls, and shall be used on the first day of each and every month.
3. Increases from the \$0.54 base rate shall be based on a \$0.02 increase in the rate per kilometre for each \$0.10 increments that gasoline prices increase, as per the schedule below. The minimum rate shall not be below the rate of \$0.54 per kilometre unless approved by resolution by Council.

Examples:

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

 <p data-bbox="300 241 483 304"><b>Municipality of Magnetawan</b></p>	<h2 data-bbox="836 178 1258 220">REPORT TO COUNCIL</h2>
To:	Mayor and Council
From:	Public Works Superintendent Scott Edwards Parks & Maintenance Manager Steve Robinson
Date of Meeting:	October 25, 2023
Report Title:	Security Cameras

**Recommendation:** THAT Council receives and approves this report as presented and approves the purchase and installation of new security cameras at the Roads Yard, Pavilion and Centennial Park Washrooms from Verkada at a cost of approximately \$66,000 plus HST with the overage of \$14,000 coming from the Community Enhancement Fund.

**Background:** In the 2023 budget Council approved funds for setting up a new security system at the Roads Yard as well as a fuel monitoring system. Staff reached out several companies with Verkada providing on site visits as well as a quotation. Verkada's system is very user friendly with enhanced capabilities to read licence plates, face recognition and sound. Currently the system is used by Town of Blue Mountains, Hastings County, and the Town of Welland. Pricing for a new system at the Roads Yard, which would include monitoring of the fuel area, came in slightly less than budgeted.

Staff received a quotation from the same company to replace the existing security system at the Pavilion and the Centennial Washrooms, as these systems are limited in their scope and areas of vandalism.

**Budget:** There was \$52,000 budgeted for the Roads Department, with the new security system coming in at \$25,000 – leaving \$27,000. The pavilion and Centennial washrooms came in at \$22,000 and the washrooms at \$19,000. This system does not require a monthly fee. There would be a budget shortfall of \$14,000 which could come from the Community Enhancement Fund.

**Conclusion:** In conclusion, the Public Works Superintendent recommends that the Municipality invest in this new Security System for the Roads Yard (including fuel area) as well as the Pavilion and Centennial Washrooms.

Respectfully Submitted,



Scott Edwards  
Public Works Superintendent



Steve Robinson  
Parks & Maintenance Manager

**THE ALMAGUIN HIGHLANDS HEALTH COUNCIL**

**Resolution No: 2023-24**  
**Date: October 5, 2023**

Moved By:

Seconded By:

FRASER  
DEKANE

Whereas Muskoka Algonquin Health Care operates physiotherapy, E.C.G, Imaging, and Laboratory services at the Almaguin Highland Health Centre; and

Whereas the laboratory has seen a significant number of closures over the summer due to staffing resources; and

Whereas Almaguin residents who rely on this vital service are impacted by closures resulting in redundant trips, rescheduling, or traveling to seek alternative service; and

Whereas healthcare professionals are impacted as they rely on this service to support their patients' healthcare needs;

**Therefore** be it resolved that the Almaguin Highlands Health Council requests a commitment from Muskoka Algonquin Health Care to resume laboratory services to their regular functions on a regular schedule;

AND FURTHER THAT this resolution be shared with Almaguin Highland Health Council Member municipalities for support.

Pecuniary Interest Declared:

Chairman: Rod Ward



**Laura Brandt**

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**Subject:** FW: Resignation

**From:** Barbara Stewart <[\[redacted\]](#)>

**Sent:** Friday, September 29, 2023 6:26 PM

**To:** Julie Ferris <[\[redacted\]](#)>

**Cc:** Aneela Dunnett <[\[redacted\]](#)>

> Kerstin Vroom <[Clerk@magnetawan.com](mailto:Clerk@magnetawan.com)>

**Subject:** Resignation

Good evening,

Please accept this email as my official resignation of Vice Chair of the Magnetawan Library Board effective immediately. I wish to convey thanks to the other members for their time as a volunteer and wish you all much success in the future.

Sincerely,  
Barbara Stewart

Get [Outlook for iOS](#)

**Laura Brandt**

---

**Subject:**

FW: Resignation

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

From: Angela Dunnett <

Sent: Friday, September 29, 2023 12:19 PM

To: Kerstin Vroom <Clerk@magnetawan.com>

Subject: Resignation

Good afternoon,

I am not sure who to send this to so I will also send this to the Magnetawan Library Board members.

Please accept this as my official and immediate resignation from the Magnetawan Library Board.

Wishing the library success in future endeavours.

Sincerely,

Angela Dunnett

Sent from my iPhone



**District of Parry Sound Municipal Association  
Association Minutes  
166<sup>th</sup> Meeting – Friday May 5, 2023  
Hosted by the Township of McMurrich/Monteith**

---

The 166<sup>th</sup> Meeting of the District of Parry Sound Municipal Association was held at the Sprucedale Community Centre, 31 William St, Sprucedale, ON P0A 1Y0.

**Morning registration and coffee was sponsored by Russell, Christie, LLP.**

Secretary-Treasurer, Beth Morton opened the meeting at 9:05 a.m. with the singing of O Canada, followed by the introduction of the Head Table and then introduced Glynn Robinson the Mayor of the Township of McMurrich/Monteith who brought greetings of behalf of the Township of McMurrich/Monteith.

**Moved by:** Keven Beaucage (Kearney)

**Seconded by:** George Sterling (Ryerson)

**S1/23**            **BE IT RESOLVED THAT** the District of Parry Sound Municipal Association hereby appoint Lynda Carleton as the President for the 2022-2026 term.

**Carried**

*Lynda Carleton chaired the remainder of the meeting.*

**Moved by:** Jerry Brandt (Kearney)

**Seconded by:** Jim Coleman (South River)

**S2/23**            **BE IT RESOLVED THAT** the District of Parry Sound Municipal Association hereby appoint Glenn Miller as the Interim Vice-President; and

**THAT** the Vice-President be formally appointed for the 2022-2026 term at the Fall 2023 DPSMA Meeting.

**Carried**

**Moved by:** Wendy Whitwell (Armour)

**Seconded by:** Robert Brooks (South River)

**S3/23**            **BE IT RESOLVED THAT** the Minutes of the 165<sup>th</sup> District of Parry Sound Municipal Association Meeting dated Friday September 27, 2019 be approved, as circulated.

**Carried**

**Moved By:** Robert Brooks (South River)

**Seconded by:** Terry Fellner (Seguin)

**S4/23**            **BE IT RESOLVED THAT** the District of Parry Sound Municipal Association hereby approved the following Treasurer's Reports:

- June 30, 2019 to January 31, 2020
- January 31, 2020 to December 31, 2020
- December 31, 2020 to December 31, 2021
- December 31, 2021 to December 31, 2022

**Carried**

Lynda Carleton provided a FONOM update.

Interim Vice-President, Glenn Miller introduced two candidates running for the FONOM representative position. Ashley Brandt and Lynda Carleton both provided a short presentation.

Jessica Dixon, the representative from Scott Aitchison's Office spoke on behalf of Scott Aitchison, MP Parry Sound-Muskoka.

Kathy Horgan, Manager and Sarah Cormier, Municipal Advisor of the Ministry of Municipal Affairs and Housing presented on Disaster Recovery programs.

Graydon Smith, MPP Parry Sound-Muskoka, provided updates to the Association.

Tammy MacKenzie, Chief Administrative Officer and JJ Blower, Communications Officer provided updates from the District of Parry Sound Social Services Administration Board.

**Coffee Break – sponsored by Weaver, Simmons LLP and KPK Survey**

Anthony Akomah, Area Manager and Kristin Franks, Regional Services and Relationships, Ministry of Transportation, provided an overview on major capital projects.

Kaitlyn Potts and Steve McArthur, Account Managers with Municipal Property Assessment Corporation provided updates on behalf of MPAC.

**Lunch was served by Jeff Ashby from 12:00 p.m. to 1:00 p.m.**

**Moved by:** Terry Fellner (Seguin)

**Seconded by:** Glynn Robinson (McMurrich/Monteith)

**S5/23**            **WHEREAS** at the September 27, 2019 DPSMA Meeting the Association directed by Resolution F3/19 that the Secretary-Treasurer bring forward an amendment to the Constitution at the Spring 2020 Meeting to include the appointment process for the FONOM Representative as outlined in her report; and

**WHEREAS** the Spring 2020 Meeting was cancelled as a result of the pandemic, and the next scheduled Meeting set is May 5, 2023;

**NOW THEREFORE BE IT RESOLVED THAT** the District of Parry Sound Municipal Association hereby approves the following addition to the Constitution:

*The Association shall elect the FONOM Representative at the first Municipal Meeting following an election. Those candidates wishing to run for FONOM Representative shall provide a bio to the Secretary-Treasurer, to be circulated to the Association prior to the First Spring Meeting. The candidates will be provided 3-5 minutes to make presentations during the opening of the meeting. Ballots will be handed out during the first morning coffee break and voting will take place from coffee break until 1:00 p.m. at the end of lunch. Ballots will be counted after 1:00 p.m. by the Secretary-Treasurer and the candidate will be appointed during the business portion of the meeting at 2:00 p.m.*

**Carried**

**Moved by:** George Sterling (Ryerson)  
**Seconded by:** Bill O'Hallarn (South River)

**S6/23**      **BE IT RESOLVED THAT** the District of Parry Sound Municipal Association hereby increases the registration fees for the District of Parry Sound Municipal Association Meetings to \$50 per person for future DPSMA Meetings.

**Carried**

**Moved by:** Tom Piper (Nipissing)  
**Seconded by:** Joe Lumley (Perry)

**S7/23**      **BE IT RESOLVED THAT** the District of Parry Sound Municipal Association hereby appoints Karlee Britton as the Secretary-Treasurer for the District of Parry Sound Municipal Association effective June 1, 2023.

**Carried**

**Moved by:** Bernadette Kerr (Chrisholm)  
**Seconded by:** Dan O'Halloran (McMurrich/Monteith)

**S8/23**      **BE IT RESOLVED THAT** the District of Parry Sound Municipal Association hereby appoints Lynda Carleton to sit on the Executive Committee (Board of Directors) of FONOM to represent the District of Parry Sound Municipal Association for the period 2023 to 2026.

**Carried**

The meeting adjourned at 1:17 p.m.



**DISTRICT OF PARRY SOUND  
MUNICIPAL ASSOCIATION**

**Treasurer's Report  
January 1, 2023 to July 31, 2023**

Opening Bank Balance (January 1, 2023)	<b>\$4,709.49</b>
Deposits:	
2023 Membership Fees	\$ 3,680.00
Spring Registrations	\$ 3,170.00
Sponsorships for Spring Mtg	\$ 400.00
Interest	<u>\$ 2.42</u>
	<b>\$7,252.42</b>
Disbursements:	
FONOM Membership Fee	\$ 176.40
Honorariums - Spring 2023	\$1,224.04
Spring Association Meeting - Caterer	\$2,000.00
Perry Spring Admin. Fees	\$ 400.12
Morning Registration, Door Prize	\$ 568.30
Farewell Gift for Secretary-Treasurer	\$ 150.29
Bank Charges	\$ 52.00
Executive Meeting – Mileage July 20, 2023	<u>\$ 504.56</u>
	<b>\$5,075.71</b>

Bank Balance as of July 31, 2023	<b>\$6,886.20</b>
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Plus \$25.00 in Credit Union Shares

Plus \$57.00 in Credit Union Affinity Shares



**District of Parry Sound Municipal Association**

**DRAFT Minutes**

167<sup>th</sup> Meeting – Friday September 29, 2023

Hosted by the Municipality of Whitestone

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The 167<sup>th</sup> Meeting of the District of Parry Sound Municipal Association was held at the Dunchurch Community Centre, 2199 Hwy 124, Dunchurch, ON P0A 1G0.

**Morning registration and coffee was sponsored by Aird & Berlis, LLP.**

President, Lynda Carleton opened the meeting at 9:04 a.m. with the singing of O Canada, followed by the introduction of the Head Table and then introduced George Comrie the Mayor of the Municipality of Whitestone who brought greetings of behalf of the Municipality of Whitestone and read the Municipality's Indigenous Land Acknowledgement Statement:

*The Municipality of Whitestone recognizes all of Canada resides on traditional, unceded and/or treaty lands of the Indigenous People of Turtle Island. We recognize our Municipality on The Robinson Huron Treaty territory is home to many past, present and future Indigenous families. This acknowledgment of the land is a declaration of our commitment and collective responsibility to reconcile the past, and to honour and value the culture, history and relationships we have with one another.*

**Moved by:** Tom Lundy (Archipelago)

**Seconded by:** Tom Piper (Nipissing)

**F1/23**            **BE IT RESOLVED THAT** the District of Parry Sound Municipal Association hereby appoint Jordy Carr as the Vice President for the 2022-2026 term.

**Carried**

**Moved by:** George Comrie (Whitestone)

**Seconded by:** George Sterling (Ryerson)

**F2/23**            **BE IT RESOLVED THAT** the District of Parry Sound Municipal Association hereby approve the Minutes of the 166<sup>th</sup> District of Parry Sound Municipal Association meeting held on May 5, 2023, as circulated.

**Carried**

**Moved by:** Earl Manners (Archipelago)

**Seconded by:** George Sterling (Ryerson)

**F3/23**            **BE IT RESOLVED THAT** the District of Parry Sound Municipal Association hereby approve the Treasurer's Report January 1, 2023 to July 31, 2023.

**Carried**

Lynda Carleton provided a FONOM update.

James King, Constituency Assistant from the Office of Graydon Smith, MPP Parry Sound-Muskoka, provided greetings to the group.

Luke Barker, Director of Commercial Projects, Infrastructure Ontario provided an overview of the Accelerated High-Speed Internet Program (AHSIP).

Arminda Aliu, Senior Policy Advisor for the Standards Development Unit and Rory Burke, Director of Compliance Assurance Branch, Ministry for Seniors and Accessibility provided an overview of the Accessibility Requirements for 2025 under the AODA (via Zoom meeting platform).

**Coffee Break – sponsored by Tulloch**

Dr. Carole Zimbalatti, Acting Medical Officer of Health for the North Bay Parry Sound District Health Unit provided the group with updates from the Health Unit.

Jerry Brandt, Vice President and John Hetherington, President of the Almaguin Community Hatchery Program provided an overview of the Hatchery's operations.

Mike Birett, Birett & Associates, provided an overview of the Bluebox Transition Program.

**Lunch was served by Tanners Inn and Dining from 12:00 p.m. to 1:00 p.m.**

Jamie Robinson and Kathy Suggitt, Registered Professional Planners with MHBC were the main speakers of the meeting, providing the group with an overview of Licensing and Enforcement of Short Term Rentals citing examples from other Municipalities, questions were taken at the end of the presentation.

**Endorsement Resolution**

The group was in support of Resolution No. 2023-137 from the Council of the Town of Parry Sound, requesting the Provincial government to grant NOSM University's request for a permanent increase in annual base funding by \$4 million dollars before the end of this fiscal year so it can continue to deliver on the mandate that the Conservative Government established in response to the needs of Northern Municipalities.

**Carried**

The meeting adjourned at 2:19 p.m.



**Central Almaguin Planning Board  
MINUTES**

**Wednesday, August 2, 2023**

**At the Village of South River Municipal Office located at  
63 Marie Street, South River (705-386-2573)**

Board Meeting Minutes for August 2, 2023 – 5:30 p.m.

Attending:

<b>Vice Chair</b>	Magnetawan Member Sam Dunnett	
<b>Machar</b>	Member Lynda Carleton	Strong Member Jeff McLaren
<b>Chair</b>	Provincial Member John MacLachlan	South River Member Jim Coleman
<b>Sundridge</b>	Member Jim MacLachlan	

Regrets: Joly Member Chris Nicholson

Secretary-Treasurer: Christine Hickey

Guests (Virtually) – Dave Haney, June Towler, Dave McAlister, Laura Rumble, Brandon Huls, Ted Williams, Peter Benninger, Clayton D’Souza, Mike, Ronald Seeman, Paul Goodridge.

1. The Chair called the meeting to order at 5:30 p.m.
2. Declaration of Pecuniary Interests - None
3. Minutes of the June 7, 2023 Meeting.

**Res #1 Sam Dunnett-Lynda Carleton**

BE IT RESOLVED THAT this Board does hereby amend the agenda to add Item 7.3, Item 6 - New File B015/23 Lount and adopt the minutes of Wednesday, June 7, 2023.

**CARRIED**

4. Payment of July and August Accounts:

**Res #2 Jeff McLaren-Jim MacLachlan**

BE IT RESOLVED THAT this Board does hereby approve payment of the July and August Accounts:

Ch# 545 - Village of South River – Rent for July 2023 - \$341.92

Ch# 546 - Christine Hickey – Wages (July 5 – June 28 – 24 hours)

Ch# 547 – Municipal Planning Services (Inv #6532,6533,6534) - \$1737.38

CH# 548 – Russell, Christie – Inv # 90-145-006 - \$1,531.55

Online CRA Payments for June (\$99.47)

August Accounts

Ch# 549 - Village of South River – Rent for August 2023 - \$341.92

Ch# 550 - Christine Hickey – Wages (July 7– July 26 – 22.5 hours)  
and Meeting Rate for January 2023 - July 2023

CH#551 – Christine Hickey – Postage – June 15, 2023 \$103.96

CH#552 – Near North Business Solutions – Domain & 365 Licence - \$355.27

Online CRA Payments for July (\$234.98)

**CARRIED**

5. Decisions on the following Files

B004/23 Laurier – Concession 13, Lot 10 – 140 Beachey Drive

The Chair confirmed if there were any questions or comments from those attending electronically, no further comments on the application from those in attendance.

The Secretary-Treasurer advised that there were no other comments received on the application.

**Res #3 Jim Coleman-Jeff McLaren**

Be it resolved that this Board does hereby approve File B004/23 Laurier

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

170m (+/-) Frontage on Beachey Drive with an irregular Depth and an area of 2.02 ha (+/-).

Retained lot will be an area of 8.10ha (+/-)

The subject lands are located at Concession 13, Lot 10, with an address of 140 Beachey Drive, Township of Laurier, District of Parry Sound.

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

B006/23 Lount – Concession A & B, Part Lot 136 & 137 – 3144 Old Nipissing Road

The Chair confirmed if there were any questions or comments from those attending electronically, no further comments on the application from those in attendance.

The Secretary-Treasurer advised that there were no other comments received only a request to be copied on the decision.

**Res #4 Lynda Carleton-Jeff McLaren**

Be it resolved that this Board does hereby approve File B006/23 Lount

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

75m (+/-) Frontage on Spring Lake Road with a Depth of 118m (+/-) and an area of 0.8 ha (+/-).

Retained lot will be an area of 41ha (+/-)

The subject lands are located at Concession B, Lot 137, with an address of 3144 Old Nipissing Road, Township of Lount, District of Parry Sound.

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

**CARRIED**

**B007/23 Magnetawan - Concession 1, Part Lot 26 & 27 – 499 Rosskopf Road**

The Chair confirmed if there were any questions or comments from those attending electronically, no further comments on the application from those in attendance.

The Secretary-Treasurer advised that there two (2) comments received which will form part of the public record related to the condition of the property and possibility of future division of land on the subject property. The Board acknowledged the comments received.

**Res #5 Jim Coleman-Jim MacLachlan**

Be it resolved that this Board does hereby approve File B007/23 Magnetawan

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

149.7m (+/-) Frontage on Rosskopf Road with a Depth of 159m (+/-) and an area of 1.3 ha (+/-).

Retained lot will be an area of 58.2ha (+/-)

The subject lands are located at Concession 1, Lots 26 & 27, with an address of 499 Rosskopf Road, Township of Magnetawan, District of Parry Sound.

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

**CARRIED**

**B008/23 Magnetawan - Concession 1, Part Lot 26 & 27 – 499 Rosskopf Road**

The Chair confirmed if there were any questions or comments from those attending electronically, no further comments on the application from those in attendance.

The Secretary-Treasurer advised that there two (2) comments received which will form part of the public record related to the condition of the property and possibility of future division of land on the subject property. The Board acknowledged the comments received.

**Res #6 Jeff McLaren-Lynda Carleton**

Be it resolved that this Board does hereby approve File B008/23 Magnetawan

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

20.1m (+/-) Right-of-Way over retained lands with a Depth of 120m (+/-) and an area of 1.0 ha (+/-).

Retained lot will be an area of 58.2ha (+/-)

The subject lands are located at Concession 1, Lots 26 & 27, with an address of 499 Rosskopf Road, Township of Magnetawan, District of Parry Sound.

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

**B009/23 Strong – Concession 14, Part Lot 24**

The Chair confirmed if there were any questions or comments from those attending electronically, no further comments on the application from those in attendance.

The Secretary-Treasurer advised that there were no other comments received only a request to be copied on the decision.

**Res #7 Sam Dunnett-Jim Coleman**

Be it resolved that this Board does hereby approve File B009/23 Strong

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

200.4m (+/-) Frontage on Tower Road with a Depth of 169.4m (+/-) and an area of 3.4 ha (+/-).

Retained lot will be an area of 14.6ha (+/-)

The subject lands are located at Concession 14, Part Lot 24 and Part Lot 25, Township of Strong, District of Parry Sound.

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

## 6. New Files

**B010/23 Magnetawan – Concession 4, Lots 6 & 7 (Water Access)**

The Board confirmed that the proposed lot is water access only and that lots would have access to mainland parking.

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

B011/23 July – Concession 10, Lot 7 (1145 Forest Lake Road)

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

B012/23 July – Concession 2, Lot 5 (2057 Kents Mill Road)

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

B013/23 July – Concession 2, Lot 5 (2057 Kents Mill Road)

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

B014/23 South River – Concession 2, Lot 2 (132 Broadway Street)

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

B015/23 Lount – Concession 6, Part Lot 10 (37 Willards Lane)

The Board confirmed that Willards Lane is owned by the Retained lot and if the consent is granted will have a registered ROW as part of the Legal description. The New Owners of the proposed severed lot will be aware that the Shore Road Allowance is not owned, and they may choose to purchase this.

Paul Goodridge, the agent for the property owner, at this time is to provide the required Planner Report

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

## 7. Follow-up/New Items

### 7.1 Secretary-Treasurer Meeting Rate

Re: Resolution to add \$125.00 Monthly Meeting Allowance to each Pay

**Res #7 Jim Coleman – Jeff McLaren**

BE IT RESOLVED that the Central Almaguin Planning Board direct the Secretary-Treasurer to add the meeting rate of \$125.00 to each monthly pay and that the meeting rate be subject to applicable payroll deductions.

**CARRIED**

7.2 Zoom Meeting Membership

Re: Resolution to authorize renewal of Zoom Membership at a cost of \$200.00 plus applicable taxes

**Res #8 Jim MacLachlan – Lynda Carleton**

Be it resolved that the Central Almaguin Planning Board authorize the Secretary-Treasurer to renew the Zoom subscription from September 8, 2023 to September 8, 2024 to allow for electronic meeting participation at a cost of \$200.00 plus applicable taxes. **CARRIED**

7.3 Municipality of Magnetawan – Support Resolution

Re: Resolution to support Municipality of Magnetawan in withdrawing from the Central Almaguin Planning Board

The Board requested that a vote on the Motion to support the Municipality of Magnetawan in withdrawing from the Central Almaguin Planning Board be tabled until a representative from the Ministry of Municipal Affairs and Housing can attend the meeting to further discuss the impacts this may have to the existing board and for the Secretary-Treasurer to prepare details on financial information.

8. Correspondence

8.1 North Almaguin Planning Board

Re: Urgent Need for Official Plan

9. Closed Session - None

10. Adjournment until Wednesday, September 6, 2023. – 6:51

**Res #8 Lynda Carleton-Jeff McLaren**

BE IT RESOLVED THAT this Board does hereby adjourn until Wednesday, September 6, 2023 or at the call of the Chair. **CARRIED**

**Central Almaguin Planning Board**  
**MINUTES**  
**Wednesday, September 6, 2023**  
**At the Village of South River Municipal Office located at**  
**63 Marie Street, South River (705-386-2573)**

Board Meeting Minutes for September 6, 2023 – 5:30 p.m.

Attending:

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

Secretary-Treasurer: Christine Hickey

Guests (Virtually) – Laurie Karasmanis, Gwen, Jim, Lynette, Dave McAlister, Cam Barton, Brandon, Ted Williams, Peter Benninger, Mike, Ronald Seeman, Paul Goodridge, Tony Karasmanis, Paul Mortimer, Gordon Shaw, Stephen Karasmanis

1. The Chair called the meeting to order at 5:30 p.m.
2. Declaration of Pecuniary Interests - None
3. Minutes of the August 2, 2023, meeting – as amended to add 2 people to guests in attendance.

The minutes had a minor amendment to add two public members that were present at the meeting.

**Res #1 Jim Coleman-Lynda Carleton**

BE IT RESOLVED THAT this Board does hereby adopt the minutes of Wednesday, August 2, 2023 as amended. **CARRIED**

4. Payment of September Accounts:

**Res #2 Jeff McLaren-Jim MacLachlan**

BE IT RESOLVED THAT this Board does hereby approve payment of the September Accounts:

Ch# 553 - Village of South River – Rent for September 2023 - \$341.92	
Ch# 554 - Christine Hickey – Wages (August 2 – August 30 – 35 hours)	
Ch# 555 – Scott Arnott (B007/22 Lount) – Refund of unused Portion of Deposit - \$577.95	
Online CRA Payments for June (\$234.98)	<b>CARRIED</b>

5. Public Meetings/Decisions on the following Files

B010/23 Magnetawan – Concession 4, Lots 6 & 7 (Water Access)

The meeting time for this application was approximately 5:36 p.m. to 5:40 p.m.

The Chair confirmed if there were any questions or comments from those attending electronically, no further comments on the application from those in attendance. The Secretary-Treasurer advised that there were no other comments received on the application.

The Secretary-Treasurer noted that the lot size provided on the application was incorrect and that the severed lot size should be 1 ha, this was confirmed with the municipality and that the notices were sent with the correct details.

**Res #3 Jeff McLaren-Jim MacLachlan**

Be it resolved that this Board does hereby approve File B010/23 Magnetawan

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

230m (+/-) straightline water frontage, 85m (+/-) irregular Depth and an area of 1.0 ha (+/-).

Retained lot will be 180m (+/-) straightline water frontage and 260m (+/-) straightline water frontage, 290m (+/-) irregular Depth and an area of 6.2ha (+/-)

The subject lands are located at Concession 4, Lots 6 & 7, Township of Magnetawan, District of Parry Sound.

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

**CARRIED**

B011/23 Joly – Concession 10, Lot 7 (1145 Forest Lake Road)

The meeting time for this application was approximately 5:40 p.m. to 5:45 p.m.

The Chair confirmed if there were any questions or comments from those attending electronically, no further comments on the application from those in attendance. The Secretary-Treasurer advised that there was one comment received on this application requesting that a survey be completed that accurately marks the lot lines of the properties.

**Res #4 Lynda Carleton-Sam Dunnett**

Be it resolved that this Board does hereby approve File B011/23 Joly

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



80m (+/-) frontage on Forest Lake Road, 1016m (+/-) Depth and an area of 8.15 ha (+/-).

Retained lot will be an area of 12.3ha (+/-)

The subject lands are located at Concession 10, Lot 7, with a municipal address of 1145 Forest Lake Road, Township of Joly, District of Parry Sound.

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

B012/23 Joly – Concession 2, Lot 5 (2057 Kents Mill Road)

The meeting time for this application was approximately 5:45 p.m. to 5:50 p.m.

The Chair confirmed if there were any questions or comments from those attending electronically, no further comments on the application from those in attendance.

The Secretary-Treasurer advised that there were no comments received on this application.

**Res #5 Sam Dunnett-Lynda Carleton**

Be it resolved that this Board does hereby approve File B012/23 Joly

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

200m (+/-) frontage on Kents Mill Road, 300m (+/-) Depth and an area of 6.0 ha (+/-).

Retained lot will be an area of 31.9ha (+/-)

The subject lands are located at Concession 2, Lot 5, with a municipal address of 2057 Kents Mill Road, Township of Joly, District of Parry Sound.

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

B013/23 Joly – Concession 2, Lot 5 (2057 Kents Mill Road)

The meeting time for this application was approximately 5:50 p.m. to 5:53 p.m.

The Chair confirmed if there were any questions or comments from those attending electronically, no further comments on the application from those in attendance.

The Secretary-Treasurer advised that there were no comments received on this application.

**Res #6 Jim Coleman-Jeff McLaren**

Be it resolved that this Board does hereby approve File B013/23 Joly

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

70m (+/-) frontage on Kents Mill Road, 300m (+/-) Depth and an area of 2.1 ha (+/-).

Retained lot will be an area of 31.9ha (+/-)

The subject lands are located Concession 2, Lot 5, with a municipal address of 2057 Kents Mill Road, Township of Joly, District of Parry Sound.

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

B014/23 South River – Concession 2, Lot 2 (132 Broadway Street)

The meeting time for this application was approximately 5:54 p.m. to 5:58 p.m.

The Chair confirmed if there were any questions or comments from those attending electronically, no further comments on the application from those in attendance. The Secretary-Treasurer advised that there were no comments received on this application.

**Res #7 Jim MacLachlan-Jim Coleman**

Be it resolved that this Board does hereby approve File B014/23 South River

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

44m (+/-) frontage on Broadway Street, 80.25m (+/-) Depth and an area of 0.30 ha (+/-).

Retained lot will be an area of 1.06ha (+/-)

The subject lands are located at Concession 2, Lot 2, with a municipal address of 132 Broadway Street, Village of South River, District of Parry Sound.

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

B015/23 Lount – Concession 6, Part Lot 10 (37 Willards Lane)

The meeting time for this application was approximately 5:58 p.m. to 6:35 p.m.

The Secretary Treasurer provided a summary of all of the comments received for application B015-23 Lount. There was a total of 9 comments submitted.

Discussion ensued on the comments received related to the application, Mr. Paul Goodridge agent for the application, summarized the request to sever the existing waterfront lot and retain the backlot portion. Mr. Goodridge noted that the sketch was missing a few of the structures and confirmed that all of the cottages on Willards Lane have deeded access to their lot. In

addition, Mr. Goodridge indicated that the notice was laminated and posted on the property on the closest hydro pole.

Tony Karasmanis, owner of Part 1 provided the following comments at the Public Meeting:

Concerns with the timing of and the location of the notice posted. It was not located in a noticeable location and in order to read the notice you would have to enter onto the property. If you were not on the circulation list, it was not clear that there was a request to sever this property. The notice was also just on plain paper it was not protected in any way. As well, this application was not included on the original agenda published for the July meeting. It appears that it was added to the agenda the day of.

The survey that was provided with the notice appears to be an old survey as there are several buildings missing.

Currently there is a shipping container, tractor trailer and old truck, these items may be on the road allowance and they also prohibit snow removal during the winter.

Would like to have the buildings confirmed by a survey and ensure that there are no objects obstructing the road allowance.

No other comments were submitted at this time.

The Board Deferred a decision at this time and requested the applicant/agent to obtain a proper survey that includes property markers to confirm the boundaries and all structures on the properties. The agent was also requested to move the sign closer to the edge of the property so that it is more visible to the public.

**Res #8 Sam Dunnett-Chris Nicholson**

Be it resolved that the Central Almaguin Planning Board defer a decision on Consent Application B015/23 Lount to obtain a proper survey of the proposed lot and cottage subdivision.

**CARRIED**

**6. New Files**

B016/23 Lount – Concession 3, Lot 16 (100 Pond Road)

The Application has been sent to the Planner for review, the report will be provided for the Public Meeting. The Board accepted the new application and directed the Secretary-Treasurer to proceed with the Notice of a Public Meeting.

B017/23 South River – Lot 75, Plan 134

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

B018/23 Magnetawan – Concession 12, Lots 12 & 13 (695 Nelson Lake Road)

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

B019/23 Machar – Concession 1, Part Lot 1 (Broadway Street)

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

## 7. Follow-up/New Items

- 7.1 Ministry of Municipal Affairs and Housing - Anna Little and Christopher Brown  
(Electronically)  
Re: Central Almaguin Planning Board – Board Structure

Item 7.1 moved to the October meeting as the Ministry advised they were not able to attend to speak to this matter.

- 7.2 2018 – 2023 Summary of Applications Received

- 7.3 Support Resolution - Municipality of Magnetawan  
Re: Resolution to support Municipality of Magnetawan in withdrawing from the  
Central Almaguin Planning Board

A decision on the support resolution deferred to the October meeting after the Ministry discussion.

- 7.4 2023 Budget - Draft  
Re: Review of anticipated revenue and expenses

**Res #9 Jim Coleman-Jim MacLachlan**

Be it resolved that the Central Almaguin Planning Board receive and approve the 2023 draft Budget. **CARRIED**

- 7.5 2023-2024 Insurance Renewal – Knox Hutchison Insurance  
Re: Resolution to approve 2023/2024 Insurance

**Res #10 Jeff McLaren-Chris Nicholson**

Be it resolved that the Central Almaguin Planning Board receive and approve the 2023-2024 Insurance Renewal Quote for Knox Hutchison Insurance. **CARRIED**

8. Correspondence - None
9. Closed Session - None
10. Adjournment until Wednesday, October 4, 2023. – 7:05 p.m.

**Res #11 Chris Nicholson-Lynda Carleton**

BE IT RESOLVED THAT this Board does hereby adjourn until Wednesday, October 4, 2023  
or at the call of the Chair.

**CARRIED**

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, August 16, 2023, via teleconference. The meeting was open to the public and live streaming of the proceedings was provided for the media and public through a link on the Health Unit's website.

**PRESENT:**

**Nipissing District:**

Central Appointee  
Central Appointee  
Central Appointee  
Eastern Appointee  
Central Appointee  
Western Appointee

Karen Cook  
Jamie Lowery (*Chairperson*)  
Dave Wolfe  
Rick Champagne  
Maurice Switzer  
Jamie Restoule

**Parry Sound District:**

Northeastern Appointee  
Western Appointee

Blair Flowers  
Jamie McGarvey (*Vice-Chairperson*)

**Public Appointees:**

Tim Sheppard

**ALSO IN ATTENDANCE:**

Acting Medical Officer of Health/Executive Officer  
Executive Director, Human Resources  
Management Administrative Assistant

Dr. Carol Zimbalatti  
Josée Goulet  
Shelly Maki

**REGRETS:**

Central Appointee  
Southeastern Appointee

Sara Inch  
Marianne Stickland

**RECORDER:**

Executive Assistant, Office of the MOH/EO

Nelly Bothelo

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**1.0 CALL TO ORDER**

The Board of Health members joined the meeting in person from the Nipissing Room at 345 Oak Street West, North Bay, Ontario, and virtually via Teams video conference.

Rick Champagne, Board of Health Chairperson, called the meeting to order at 5:56 p.m.

**2.0 APPROVAL OF THE AGENDA**

The agenda for the August 16, 2023, Board of Health meeting was reviewed, and the following motion was read:

**Board of Health Resolution #BOH/2023/08/01 \*Wolfe/Flowers**

***Be It Resolved, that the Board of Health Agenda, dated June 28, 2023, be approved.***

The recorded vote was as follows:

**RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)**

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	A		
Tim Sheppard	X			Maurice Switzer	X		
Sara Inch	R			Dave Wolfe	X		
Jamie Lowery	X						

*"Carried"*

**3.0 CONFLICT OF INTEREST DECLARATION**

There were no conflicts of interest declared.

**4.0 APPROVAL OF PREVIOUS MINUTES**

**4.1 Board of Health Minutes – June 28, 2023**

The minutes from the Board of Health meeting held on June 28, 2023, were reviewed and the following motion was read:

**Board of Health Resolution #BOH/2023/08/02 \*Lowery/Sheppard**

***Be It Resolved, that the minutes from the Board of Health meeting held on June 28, 2023, be approved as presented.***

The recorded vote was as follows:

**RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)**

<b>Name:</b>	<b>For:</b>	<b>Against:</b>	<b>Abstain:</b>	<b>Name:</b>	<b>For:</b>	<b>Against:</b>	<b>Abstain:</b>
Rick Champagne	X			Jamie McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	A		
Tim Sheppard	X			Maurice Switzer	X		
Sara Inch	R			Dave Wolfe	X		
Jamie Lowery	X						

"Carried"

**5.0 DATE OF NEXT MEETING**

Date: September 27, 2023  
Time: To be determined  
Location: To be determined

**6.0 BUSINESS ARISING**

**7.0 REPORT OF THE MEDICAL OFFICER OF HEALTH**

**8.0 BOARD COMMITTEE REPORTS**

**8.1 PERSONNEL POLICY, LABOUR/EMPLOYEE RELATIONS COMMITTEE**

A Personnel Policy, Labour/Employee Relations Committee meeting was held prior to the Board of Health meeting.

The following motion was read:

**Board of Health Resolution #BOH/2023/08/03 \*Wolfe/Lowery**

***Whereas, Dr. Carol Zimbalatti was appointed as full-time Medical Officer of Health/Executive Officer for the North Bay Parry Sound District Health Unit by the Board of Health at the Board of Health meeting held on April 26, 2023, and***

***Whereas, An Employment Contract needs to be negotiated between the Health Unit and Dr. Carol Zimbalatti in the position of Medical Officer of Health/Executive Officer, and***

***Whereas, The ad hoc committee of the Board of Health called "Employment Contract Negotiations - Medical Officer of Health/Executive Officer" was created to negotiate an Employment Contract between the Health Unit and Dr. Carol Zimbalatti.***



**Therefore Be it Resolved, That the Board of Health approves the Employment Contract between the Health Unit and Dr. Carol Zimbalatti including an amendment in Article 18.**

**RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)**

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	A		
Tim Sheppard	X			Maurice Switzer	X		
Sara Inch	R			Dave Wolfe	X		
Jamie Lowery	X						

"Carried"

**9.0 NEW BUSINESS**

Rick Champagne, Board of Health Chairperson, addressed some housekeeping issues related to Board of Health meetings and information packages.

**9.1** Revisions were required to the 2023 Board of Health meeting schedule.

The following motion was read:

**Board of Health Resolution #BOH/2023/08/04 \*Sheppard/Flowers**

**Whereas, that in accordance with Board of Health Bylaw Section II, #18, the Board of Health approved the regular meeting schedule for the year 2023, at the January 25, 2023, Board meeting, and subsequently revised at the August 16, 2023, Board of Health meeting; and**

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

DATE	MEETING	TIME
January 25 <i>*This date is carried over from the 2022 approved schedule: for information only</i>	Finance and Property Committee Board of Health Meeting	5 – 7 p.m.
February 22	Finance and Property Committee Board of Health	5 – 7 p.m.
April 26	Personnel Policy, Employee/Labour Relations Committee Finance and Property Committee Board of Health	5 – 7 p.m.
June 28	Personnel Policy, Labour/Employee Relations Committee Finance and Property Committee Board of Health	5 – 7 p.m.
<b>August 16</b>	<b>Personnel Policy, Labour/Employee Relations Committee</b>	<b>5 – 7 p.m.</b>

DATE	MEETING	TIME
	<i>Board of Health</i>	
September 27	Finance and Property Committee Board of Health	5 – 7 p.m.
November 22	Board of Health	5 – 7 p.m.
November 29	Finance and Property Committee Board of Health	5 – 7 p.m.
January 24, 2024	Finance and Property Committee Board of Health	5 – 7 p.m.

*Now Therefore Be It Resolved, that in accordance with Section 18 of the Board of Health Bylaws that the Board of Health for the North Bay Parry Sound District Health Unit approve revisions to the 2023 Board of Health meeting schedule, as presented.*

**RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)**

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	A		
Tim Sheppard	X			Maurice Switzer	X		
Sara Inch	R			Dave Wolfe	X		
Jamie Lowery	X						

“Carried”

**10.0 IN CAMERA**

**10.1** Litigation or potential litigation, including matter before administrative- tribunals, affecting the Board

The following motion was read:

**Board of Health Resolution #BOH/2023/08/05 \*Wolfe/Restoule**

*Be It Resolved, that the Board of Health move in camera at 6:05 p.m. to discuss agenda item # 10.1, Litigation or potential litigation, including matter before administrative- tribunals, affecting the Board*

**RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)**

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	A		
Tim Sheppard	X			Maurice Switzer	X		
Sara Inch	R			Dave Wolfe	X		
Jamie Lowery	X						

"Carried"

At the end of the closed session, the following motion was read:

**Board of Health Resolution #BOH/2023/08/06 \*Cook/Sheppard**

***Be It Resolved, that, that the Board of Health rise and report at 6:13 p.m.***

The recorded vote was as follows:

**RECORDED VOTE FOR CIRCULATION: Yes / No  
one)**

(Please circle

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	A		
Tim Sheppard	X			Maurice Switzer	X		
Sara Inch	R			Dave Wolfe	X		
Jamie Lowery	X						

"Carried"

**11.0 ADJOURNMENT**

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 6:15 p.m.

*Original signed by Rick Champagne*

*2023/09/27*

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

*Original signed by Nelly Bothelo*

*2023/09/27*

Nelly Bothelo, Recorder

Date (yyyy/mm/dd)

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# District of Parry Sound



Social Services  
Administration Board

## **Chief Administrative Officer's Report**

*October 2023*

### **Mission Statement**

**To foster healthier communities by economically providing caring human services that empower and enable the people we serve to improve their quality of life.**

## Human Resources Update

This month we are celebrating the retirement of three long-standing DSSAB employees:

- Childcare Supervisor - Fairview ELCCC; 28 years of service
- Counsellor - Esprit Place; 30 years of service
- Supervisor - Income Support; 38 years of service

We wish all three the very best in retirement and thank them for their dedicated service to the DSSAB.

We also welcomed ten new employees to the organization throughout the last quarter.

After receiving feedback from employees that the current program was not meeting their needs, we are making a change to our Employee Assistance Program (EAP). The EAP is a voluntary and confidential service, to help employees and their family members (dependents), who have personal concerns that affect their personal well-being and/or work performance.

The new EAP offers the following resources that our staff have been looking for:

- Online and in-person counselling sessions
- An industry-leading mobile app that allows staff to book their appointments and connect with a counsellor in a timely fashion
- The app also has additional resources such as a newsfeed, well-being content and self-directed programs
- 24/7 crisis support
- Management support such as support for managing employees (depression, bullying, sexual harassment), employee performance, manager personal growth, and workplace safety

The EAP is one of many ways the DSSAB supports the well-being of our employees.

## Facebook Pages

A friendly reminder to follow our Facebook pages!



- ♦ [District of Parry Sound Social Services Administration Board](#)
- ♦ [Esprit Place Family Resource Centre](#)
- ♦ [EarlyON Child and Family Centres in the District of Parry Sound](#)
- ♦ [The Meadow View](#)

**Social Media**

**Facebook Stats**

<b>District of Parry Sound Social Services Administration Board</b>	<b>MAR 2023</b>	<b>APR 2023</b>	<b>MAY 2023</b>	<b>JUNE 2023</b>	<b>AUG 2023</b>	<b>SEPT 2023</b>
Total Page Followers	462	471	474	478	490	500
Post Reach this Period (# of people who saw post)	7,891	4,460	3,789	4,010	2,249	4,112
Post Engagement this Period (# of reactions, comments, shares)	757	505	241	692	234	428

<b>Esprit Place Family Resource Centre</b>	<b>MAR 2023</b>	<b>APR 2023</b>	<b>MAY 2023</b>	<b>JUNE 2023</b>	<b>AUG 2023</b>	<b>SEPT 2023</b>
Total Page Followers	132	131	131	131	132	133
Post Reach this Period (# of people who saw post)	124	116	29	203	62	55
Post Engagement this Period (# of reactions, comments, shares)	7	71	1	2	1	2

<b>DSSAB Twitter Stats</b> <a href="https://twitter.com/psdssab">https://twitter.com/psdssab</a>	<b>MAR 2023</b>	<b>APR 2023</b>	<b>MAY 2023</b>	<b>JUNE 2023</b>	<b>AUG 2023</b>	<b>SEPT 2023</b>
Total Tweets	13	8	8	10	N/A	19
Total Impressions	300	300	291	301	56	229
Total Profile Visits	217	130	137	128	N/A	135
Total Followers	28	27	27	30	31	32

<b>DSSAB LinkedIn Stats</b> <a href="https://bit.ly/2YyFHIE">https://bit.ly/2YyFHIE</a>	<b>MAR 2023</b>	<b>APR 2023</b>	<b>MAY 2023</b>	<b>JUNE 2023</b>	<b>AUG 2023</b>	<b>SEPT 2023</b>
Total Followers	399	410	416	434	437	441
Search Appearances (in last 7 days)	308	245	228	281	185	115
Total Page Views	31	30	41	56	33	22
Post Impressions	929	697	546	786	182	558
Total Unique Visitors	17	11	19	25	19	14

### DSSAB in the Community

On September 29<sup>th</sup>, our Communications Officer and I attended the District of Parry Sound Municipal Association meeting in Dunchurch, where we set up a table showcasing information about all DSSAB programs and services. There were approximately 100 people in attendance, primarily elected officials, Ministries, Agencies and municipal staff from all municipalities in the District of Parry Sound.

### Municipal Presentations

This month, myself and our Communications Officer, continued our road trip with presentations to several municipalities where we outlined the DSSAB’s programs and services and explaining to members of each Council how we can help members of their community. All Councils expressed their appreciation for the work done by DSSAB staff. These presentations were part of a series of Municipal presentations taking place over the next year.

Municipalities receiving presentations in September included:

- McKellar – September 19, 2023
- South River – September 20, 2023
- Tri-Council of Sundridge, Strong & Joly – September 25, 2023



### Licensed Child Care Programs

#### Total Children Utilizing Directly Operated Child Care in the District August 2023

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubee ELCC	HCCP	Total
Infant (0-18M)	0	0	3	1	20	24
Toddler (18-30M)	15	8	9	12	25	69
Preschool (30M-4Y)	18	15	16	42	43	134
# of Active Children	33	23	28	55	88	227

All four Early Learning and Child Care Centres were operating at or slightly below the Ministry of Education licensed capacity for each program so that staff were able to take summer vacations and to help mitigate the challenges of securing casual staff to cover the regulated program ratios. Many preschool children prepared to make the transition to school in September and the older toddlers were moved to the preschool rooms. The Ministry of Education Licensing Advisor has been out to the centre-based programs to complete the licensing process for the 2023/2024 year, and we have received positive results showing we are in full compliance with the *Child Care and Early Years Act*. Some programs brought in community partners over the summer months and introduced more cultural diversity through visual displays and introducing a variety of materials for the children to explore.

The Home Child Care Program has 19 active providers across the district and has 2 potential homes going through the approval process.

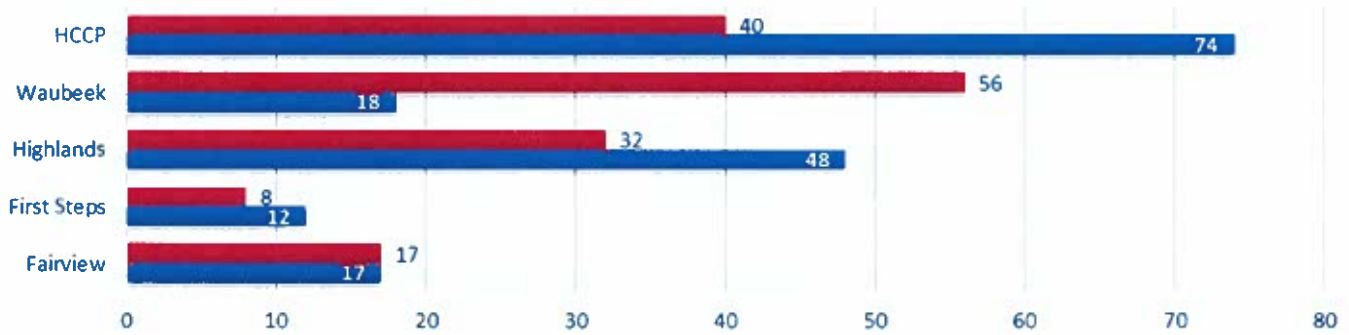
**School Age Programs  
August 2023**

Location	Enrollment	Primary	Secondary
Mapleridge After School	N/A		
Mapleridge Before School	N/A		
Mapleridge Summer Program	13		
St. Gregory's After School	N/A		
Sundridge Centennial After School	N/A		
Land of Lakes After School	N/A		
Home Child Care	46	19	1
# of Active Children	59	19	1

The Mapleridge Summer Program was very successful this year remaining at capacity. The children enjoyed exploring the Powassan community and engaging in interactive play-based activities based on their interests and outdoor environment. The staff included creative opportunities where a variety of art mediums were explored, science experiments designed, and excursions were taken.



**Directly Operated Child Care Waitlist by Program  
August 2023**



As shown in the above chart, the blue bar reflects families that are currently seeking care and space is unavailable while the red bar indicates families that have requested a space after December 31, 2023. Many families are calling reporting that they are newly expecting and wanting to be added to the waitlists for 2025. Requests for infant spaces continue to be on the rise. Many preschoolers have moved on to school and toddlers will be moving to the preschool classrooms which will open spaces in the toddler rooms for new intakes to come from the current waitlists. Waubeek has had the largest transition to school cohort of 27 children moving on and has been moving toddlers into the vacated spaces this past month. Even with this large transition, there is still a waitlist for infant and toddler spaces in all the directly operated programs.

**Inclusion Support Services  
August 2023**

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	0	0	0	0	0	0	0
Toddler (18-30M)	1	9	10	16	0	0	0
Preschool (30M-4Y)	6	35	41	54	1	1	1
School Age (4Y+)	4	26	30	39	1	0	1
Monthly Total	11	70	81	-	2	1	2
YTD Total	12	78	-	108	30	22	10

Statistics for the ISS Program have remained unchanged for the month of August. The Resource Consultants worked with all the child care programs across the district and summer recreational programs to assist with ensuring every child had the opportunity to participate to their fullest potential in the summer activities.

**EarlyON Child and Family Programs  
August 2023**

Activity	August	YTD
Number of Children Attending	2,756	7,654
Number of New Children Attending	153	419
Number of Adults Attending	1,575	4,683
Number of Virtual Programming Events	5	32
Number of Engagements through Social Media	3,431	5,843
Number of Views through Social Media	27,920	76,786

The EarlyON team assembled “Getting Ready for Kindergarten” bags, 25 of which were distributed to families across the district and another 25 bags were provided to the ISS Resource Consultants to give to families on the caseload that were attending Kindergarten in the fall.

This summer, the EarlyON team was able to provide summer pop-up programs in Callander, Emsdale, Foley, Trout Creek, Magnetawan, and Powassan with a total of 79 adults and 137 children attending. We reconnected with returning families as well as new families who have recently moved to the area.

The Moms-to-Moms group continues to be a supportive program at the Parry Sound Community Hub for the new moms in the community. Over the summer we had 39 moms and 62 children in attendance.

EarlyON Facilitators prepared for the fall reopening of programs in Humphrey, Emsdale, Orrville, Magnetawan, Carling, Powassan, Foley, Sundridge, Rosseau, Callander, Trout Creek, and Port Loring.

**Funding Sources for District Wide Childcare Spaces  
August 2023**

Active	# of Children	# of Families	Funding Source - New	# of Children	# of Families
CWELCC*	108	105	CWELCC	1	1
CWELCC Full Fee	178	177	Extended Day Fee Subsidy	1	1
Extended Day Fee Subsidy	11	11	Fee Subsidy	6	5
Fee Subsidy	101	78	Full Fee	1	1
Full Fee	12	10	Ontario Works	1	1
Ontario Works	14	12	<b>Total</b>	<b>9</b>	<b>8</b>
<b>Total</b>	<b>424</b>	<b>393</b>			

\* CWELCC – Canada-Wide Early Learning Child Care; eligible for children 0 - 6

<b>Funding Source - Exits</b>	<b># of Children</b>	<b># of Families</b>
CWELCC	5	5
Extended Day Fee Subsidy	2	2
Fee Subsidy	31	22
<b>Total</b>	<b>38</b>	<b>29</b>

**Child Care Service Management Update**

As the Government of Canada identified child care as a national priority to enhance early learning and childhood development, support workforce participation and contribute to economic recovery, funding under the Canada-Wide Early Learning and Child Care Agreement (CWELCC) is being used to build upon and leverage the success of Ontario’s existing early learning and child care system. The Child Care Service Management team is thoughtfully creating strategies to increase quality, accessibility, affordability, and inclusivity in the early learning and child care sector. Listed below are some identified priorities and achievements:

- Revenue replacement funding is being allocated to licensed child care operators in the District of Parry Sound; striving to achieve an average base fee of \$10 a day by 2025-26 for licensed child care spaces accommodating children ages 0-6;
- Priority areas have been determined within our Directed Growth Plan to support expansion of licensed child care for community and school based spaces;
- Start-up grant processes and applications are being created to support expansion;
- Establish an updated early years network to better understand pressures, overcome challenges, prioritizing community needs while creating specific action plans.

**Quality Assurance Update**

Throughout the months of July through to September, 12 Recreational and Skill building programs were visited. During those visits a Quest 2 assessment was completed on each program by the Quality Assurance Supervisor. The Quest 2 quality assurance assessment tool must be conducted by a High 5 trained trainer and is designed to measure program effectiveness and performance. It provides an evaluation and feedback to programs and administrators to assist in maintaining the highest quality programming at both the individual and organizational level. Upon completion of each assessment a copy of the assessment along with any recommendations was sent to each program. All programs supported by the DSSAB successfully passed their evaluation and did not require any follow-up.

One of the best ways to contribute to the quality of programming is to invest in our educators. Therefore, additional professional development training opportunities through the Early Childhood Community Development Centre (ECCDC) have been offered to educators for the fall of 2023 through the continued support of the workforce funding. The training offered will assist in providing educators with continued early learning seminars that support the importance of families in childcare, along with sessions that support high quality and engaging learning environments.



Additional funds have been used to send the Inclusion Support staff to Reaching IN... Reaching OUT (RIRO) training. This 12-hour evidence-based program, is a resiliency training that provides service providers working with early learning, child care, community/ mental health and other settings the knowledge and skills they need to model and teach resilience approaches to children 0-8 years of age. The skills learned in this training will help enhance self-regulation skills and promote a "resilient" perspective and flexible approach to handling stress, serious problems and everyday challenges for children and families. Along with the RIRO training the ISS staff have been funded to take a Self-regulation certificate program to assist in teaching new ways for educators to understand and respond to challenges in behaviour, temperament and learning. Following the training sessions the staff will share their new knowledge with the team of educators working with children in the centres.

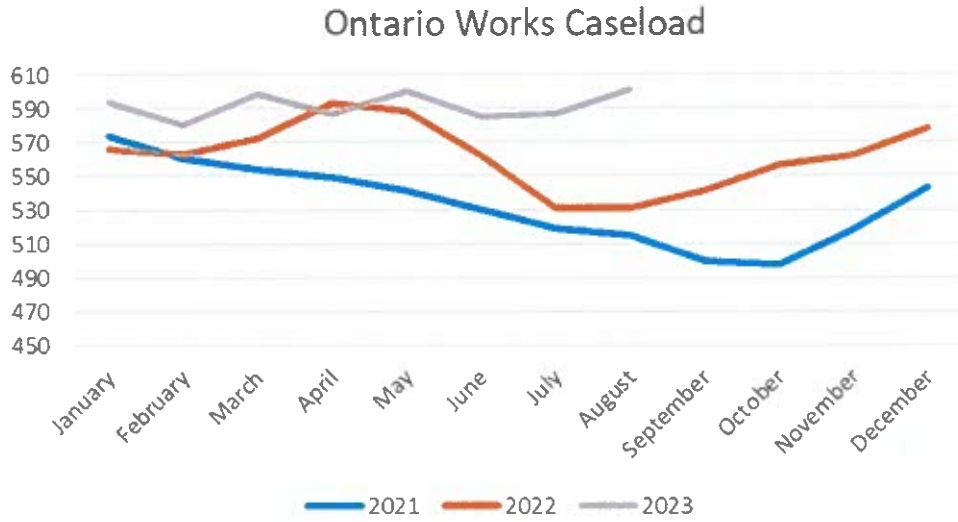
### **Income Support & Stability Update**

Beginning with the November meeting, the Director of Income Support and Stability will be co-chairing the Health & Social Services Network (HSSN) along with the Chief Nursing Officer at the WPSHC. The HSSN is a collaborative group of Health Care, Mental Health and Social Service Agencies in West Parry Sound that meets monthly and provides a platform to discuss issues that impact the community that intersect the Health Care and Social Services lenses and strategizes ways to address these problems in an integrated way. This group has also been supporting the WPSHC's Ontario Health Team application. This is a very exciting evolution in our partnership with the Health Centre.

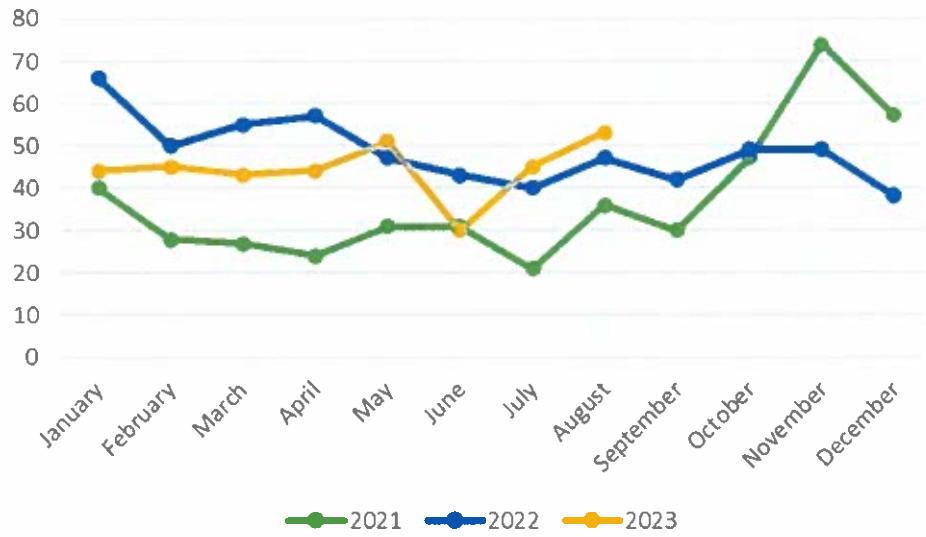
The Director of Income Support and Stability also attended a follow-up Geriatric Pathway session hosted by Ontario Health at the Best Western in Parry Sound.

This past summer saw the beginning of weekly meetings between Ontario Works, Housing Stability and Esprit, with the goal of enhancing the support for visitors to the shelter and supporting a safe and successful transition. Income Support and Stability Team members continue to meet clients where they are at in offering supports. Recently we have partnered with Esprit Place and one staff member is based out of the shelter each morning. We use creative methods in connecting with clients, sometimes meeting at a local park, business or in their home. This contributes to the success of supporting a client with life stabilization.

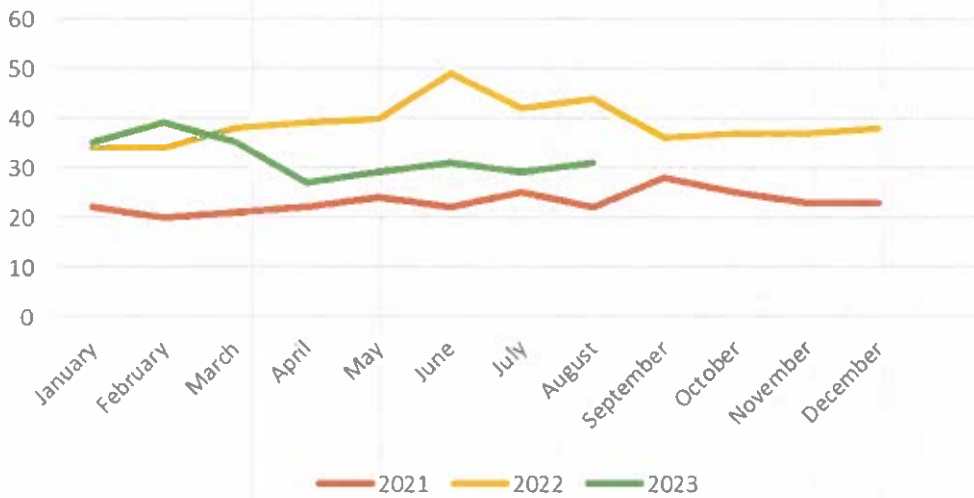
In September, several staff from Ontario Works and Housing Stability attended a 2-day ASIST Training at Employment North in South River. Staff continued to enhance their knowledge by attending training on the BNL Prioritization, Matching and Referrals, and they continue to complete training provided by OAITH.



**Ontario Works Intake - Social Assistance Digital Application (SADA) & Local Office Ontario Works Applications Received**



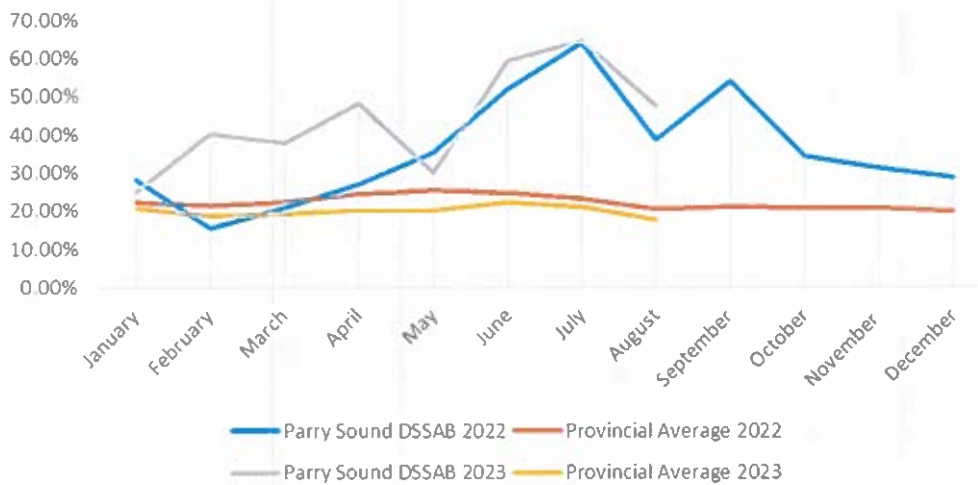
### ODSP Participants in Ontario Works Employment Assistance



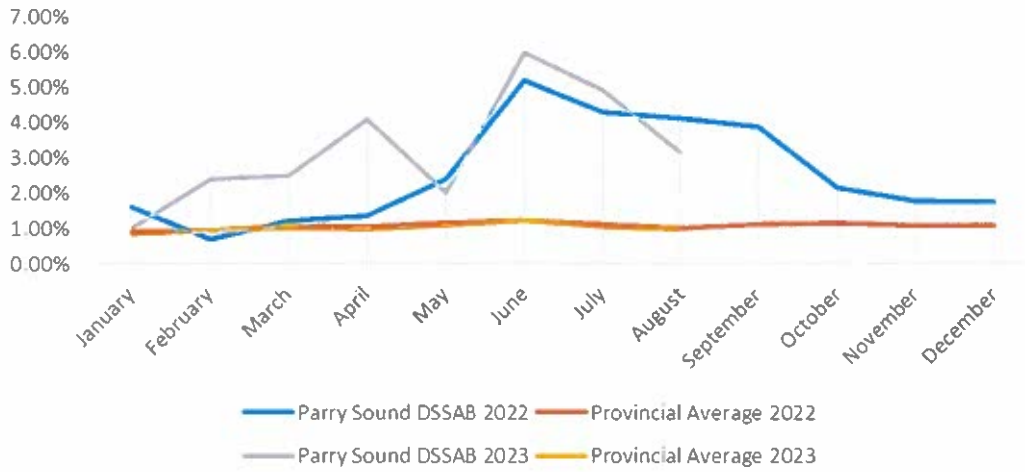
The OW Caseload as of the end of August has crept up to 601 (there are 963 beneficiaries in total). We are supporting 31 ODSP participants in our Employment Assistance program. We also have 57 Temporary Care Assistance cases. Intake also remains steady. We had 53 Ontario Works Applications and 29 applications for Emergency Assistance in August which is trending higher than historical norms.

### Employment Assistance & Performance Outcomes

% of Closures Exiting to Employment



### % of Caseload Exiting to Employment



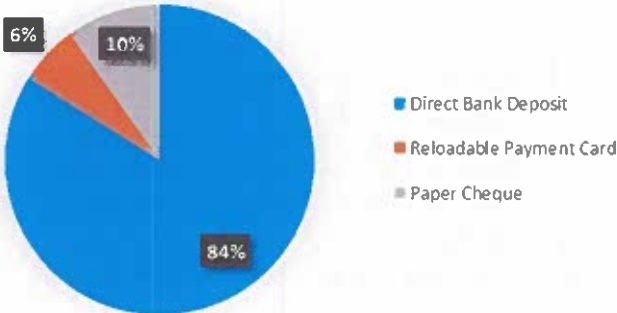
Our Employment Outcomes performance in August remains strong. We ranked #1 and #2 respectively in each area among our Northeast counterparts. We also exited 6.7% of the caseload for any reason in August. This is also very strong considering the continued reduction in job postings reported by the Labour Market Group, which saw a nearly 22% drop in postings in July (-36 total).

### MyBenefits Enrollment 2023



**DBD Enrollment**

**Payment Receipt Method  
August 2023**



**Overpayment Recovery Rate**

**August 2023**





## Ontario Works Update

The Supervisor of Income Support in Parry Sound met with the new Team Leader at YMCA to talk about our work together, initiatives and to organize a schedule where YMCA staff visit our Beechwood office once per month and for OW staff to visit the YMCA office once per month to visit and meet with mutual clients. This is beginning this month.

In September the Supervisor of Income Support in South River attended the Almaguin Highlands Community Partners meeting, which we hosted at our Toronto Avenue location. These meetings, that take place quarterly, are a valuable platform for information sharing on new programs, initiatives and networking.

Regarding Employment Services Transformation, as we await the selection of our Service System Manager in our District as well as the rest of the Northeast, the Income Support and Stability Management Team attended an information session hosted by College Boreal in North Bay. The goal of this session was to provide an update on where things are with the planned submission as well as gather feedback from stakeholders.

MCCSS has reinforced its commitment to Centralized Intake. They are working with a select group of municipalities to further increase the role and responsibilities of the Centralized Intake team (IBAU). Legislative amendments passed by the legislature in June 2021, have identified the Ministry as a Delivery Agent to support these changes. These changes include the Ministry taking responsibility for formal decision making for applications, notification to the client and Internal Reviews for all low and medium risk applications. This will continue to be trialed in the 3 municipalities before larger implementation across the province.

In the past few months, our Ontario Works Case Workers have been focused on improving our outreach efforts to help support our most complex clients, while fostering crucial relationships with community partners. These relationships have allowed us to tap into additional resources that we would not have known about otherwise, while relying on others with more expertise and ability to provide comprehensive stability supports. With our client centered approach, our Case Workers have made significant strides in improving the lives of our most vulnerable community members.

We have had recent success with an Ontario Works client completing our Employment Placement Initiative and reaching the 3<sup>rd</sup> Milestone in our program with Employment North and has since become self-sufficient and exited Ontario Works. We have a new client entering the placement program and have just hit Milestone #1.

Ontario Works Case Workers have been accessing all resources and rent supplements available through the province, the district and CMHA to continue to support our clients and keep them housed. These have been extremely beneficial in assisting clients with the gap between their shelter portion and actual rent costs. Cas Workers have been working with clients to make sure they get access to foodbanks and attending local foodbanks with clients that are vulnerable and have food insecurity.

Our van, utilized in our South River office, has been crucial to supporting our clients with transportation barriers to access community supports, workshops, foodbanks, community kitchens, medical appointments and more. This contributes to improving the overall well-being and health outcomes for our community members.

**Housing Stability Program - Community Relations Workers**

**Support**

All services performed, provided, or arranged by the Homelessness Stability Program staff to promote, improve, sustain, or restore appropriate housing for individuals active with the Homelessness Stability Program, periodically within the month, not requiring intense case management.

**August 2023  
Income Source**

	East	West
Senior	6	16
ODSP	10	28
Ontario Works	4	13
Low Income	18	33

**Intense Case Management**

Intense Case Management involves the coordination of appropriate services and the provision of consistent and on-going weekly supports, required by the individual to obtain, and sustain housing stability.

**August 2023  
Income Source**

	East	West
Senior	13	22
ODSP	9	14
Ontario Works	8	15
Low Income	9	44

**Contact/Referrals**

August 2023	East	West	YTD
Homeless	2	9	42
At Risk	7	5	64
Esprit Outreach Homeless	0	1	6
Esprit Outreach at Risk	0	0	10
Esprit in Shelter	4		11
Program Total	133		

**Short Term Housing Allowance**

	Active	YTD
July 2023	10	37

**Housing Stability: Household Income Sources and Issuance from HPP:**

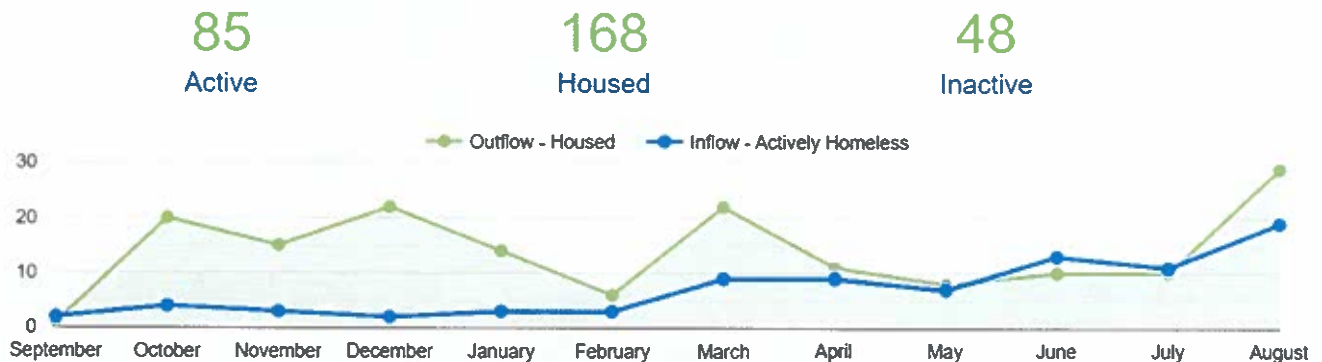
August 2023 Income Source	Total	HPP
Senior	5	\$2,119.26
ODSP	15	\$7,660.04
Ontario Works	8	\$3,928.38
Low Income	2	\$1,553.74

August 2023 Reason for Issue	Total
Rental Arrears	\$275.00
Utilities/Firewood	\$1,384.25
Food/Household/Misc	\$12,290.95
Emergency Housing	\$1,311.22
Total	\$15,261.42

**Ontario Works: Household Income Sources and Issuance from HPP**

August 2023 Income Source	Total	HPP	August 2023 Reason for Issue	Total
Senior	1	\$1,000.00	Rental Arrears	\$4,182.00
ODSP	3	\$2,200.00	Utilities/Firewood	\$3,259.44
Ontario Works	17	\$12,571.12	Food/Household/Misc.	\$8,329.68
			Total	\$15,771.12

**By-Name List Data  
September 2021– August 2023**



**Housing Stability Update**

This August, in preparation for beginning our own transitional housing program, we visited our colleagues at Nipissing DSSAB, to tour their Northern Pines Transitional Housing program. We are grateful for their hospitality. Processes and policies are under development for the Transitional Unit that is scheduled to open early 2024.

By-Name List (BNL) Community of Practice sessions hosted by the Canadian Alliance for Ending Homelessness (CAEH), continue to be hosted monthly and are attended by various team members. Topics include Winter Response, Prioritization, Matching & Referrals, Analyzing BNL Data and Continuous Improvement. Our Supervisor of Housing Stability continues to work with our CAEH BNL coach to support our BNL work.

The Director of Income Support and Stability attended the DPSVAW Coordinating Committee meeting on September 20, 2023.

The Housing Stability Team are in the final stages of organizing an ID and Tax clinic for both our local offices on a regular basis. Clients without proper ID face numerous challenges and by hosting these clinics our goal is to remove any related barriers.

Caseloads remain steady for Housing Stability, however, the complexity of the client’s needs are raising. We are learning to shift, adapt and advocate with and for the client to get adequate support in place.



**Housing Programs**

**Social Housing Centralized Waitlist Report  
August 2023**

	East Parry Sound	West Parry Sound	Total
Seniors	47	113	160
Families	126	409	535
Individuals	507	192	699
Total	680	714	1,394
Total Waitlist Unduplicated			450

**Social Housing Centralized Waitlist (CWL) 2022 - 2023 Comparison  
Applications and Households Housing from the CWL**

Month 2022	New App.	New SPP	Cancelled	Housed	SPP Housing	Month 2023	New App.	New SPP	Cancelled	Housed	SPP Housing
Jan	5			1		Jan	5	1	13		
Feb	9	1	2			Feb	5	1	10		
Mar	12		5	2	1	Mar	6		35		
Apr	12	1	1			Apr	11		17	6	
May	11	1		3		May	13	2	9	2	
June	15		3	2		June	9	1	2	1	
July	13	2	10	1		July	5	1	5	1	
Aug	5		17	2	1	Aug	14	1	3	1	
Sept	16		10	1	1	Sept					
Oct	14		12	6		Oct					
Nov	12	1	8	3		Nov					
Dec	1			5		Dec					
Total	125	6	68	26	3	Total	68	7	94	11	0

SPP = Special Priority Applicant

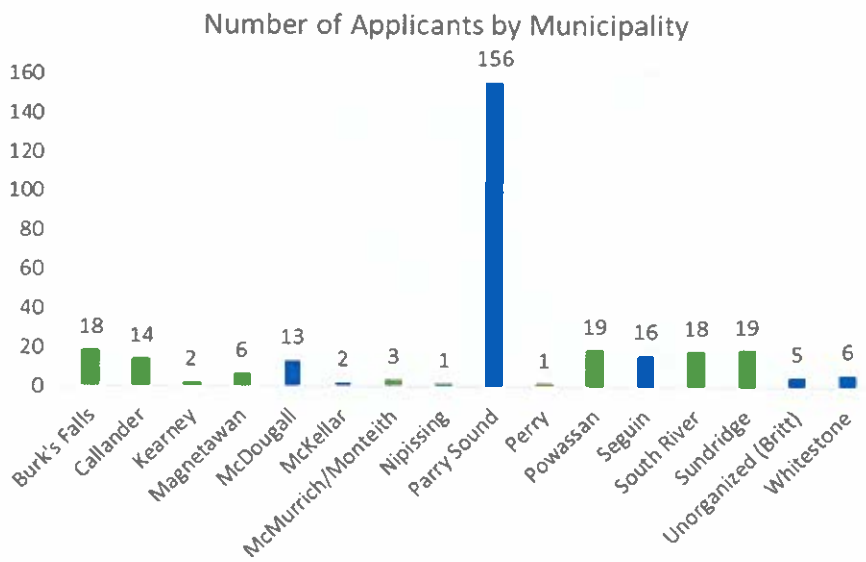
## Housing Programs Update

Housing Programs was able to start sending in COHB applications (Canada-Ontario Housing Benefit) beginning April 1<sup>st</sup> of this year. These applications were for the 2023-2024 benefit year. We began submitting applications immediately and received notification in early July that we had spent all our allocated funds. This was the fastest we have used this funding since the program began in 2020. We were able to assist just under 30 new households throughout the District of Parry Sound. Our team continues to receive calls and emails daily from other departments, community partners and clients inquiring about availability of COHB funding, which highlights the significant need for affordable housing in our district. Applications for the 2024-2025 year are not able to be submitted until April 1<sup>st</sup>, 2024.

Housing Programs has also seen an increase in requests for Ontario Renovates Accessibility grants. This program allows eligible homeowners to apply for a grant to assist with accessibility related repairs. This allows people to safely remain in their homes longer than they may have been able to without the repairs/renovations. We have been able to assist with a variety of requests including accessible bathtubs/showers, ramps, porch lifts, grab bars and widened doorways.

Housing Programs launched their second landlord survey mid-September. We saw several responses from area landlords come in within just a few days. The data we hope to collect from the responses will allow us to get a better understanding of the private housing stock within our district, as well as the current rents being charged. It also allows us to make connections with landlords for future working relationships.

We continue to collect waitlist data each month which allows us to gather real-time information on our applicants. The table below reflects the current location that applicants live in the District of Parry Sound. This table is slightly different than what was shown in the last report as it breaks down applicants by municipality rather than east or west. In the month of August, we saw 14 new applications, which is an increase from previous months. We have also seen an increase in special priority applications for priority placement on the centralized waitlist. There were several approved applications over this quarter.



This table shows the current location of CWL applicants that live in the District of Parry Sound. Blue represents West side municipalities and green represents East side municipalities. This shows that many of our waitlist applicants live in the Town of Parry Sound.

**Parry Sound District Housing Corporation  
August 2023**

Activity for Tenant and Maintenance Services

	Current	YTD
Move outs	2	26
Move in	4	22
L1/L2 forms	0	5
N4 - notice of eviction for non payment of rent	0	4
N5 - notice of eviction disturbing the quiet enjoyment of the other occupants	2	10
N6 - notice of eviction for illegal acts or misrepresenting income for RGI housing	0	0
N7 - notice of eviction for willful damage to unit	0	1
Repayment agreements	6	55
No Trespass Order	1	1
Tenant Home Visits	25	136
Mediation/Negotiation/Referrals	21	88
Tenant Engagements/Education	2	86

## Tenant Services Update

Over the summer months, Tenant Services has been working hard to get to ALL LHC/DSSAB tenants with a brand new and improved lease document. This involved having a lawyer review, writing out all leases for each tenant with custom rent calculation information in each one, and delivering them in person to workshop sessions we had planned in order to go through a generic template together as a group, answer any questions, and have signing completed on-site. All apartment buildings have been visited for this purpose now, and what's left to do are the family units. The new lease is much easier to follow, referencing updated relevant Legal Acts and removing some of the legal jargon and wordiness. Many tenants expressed appreciation for the time spent explaining and having conversations about tenancies. The signed return rate is likely about half, so some are preferring to stay on the old, original lease.

In September, we hosted a fire prevention workshop at our Callander building in partnership with the Callander fire department, and the Fire Chief came to present information to tenants. The tenants in attendance expressed having really enjoyed it and learned a lot of very valuable information from the event. We hope to expand this education to all buildings and as many tenants as possible in the future.

This fall we have been working hard to get all rental increase notices and letters out to all LHC/DSSAB and NOAH tenants before October 1<sup>st</sup>, in line with the Provincial guideline of a 2.5% increase.

Tenant Services sends out quarterly newsletters to tenants in order to share pertinent information or reminders, as well as new changes to contact people, or events that have taken place, or will. We also share recipes and word searches or colouring competitions – first person from each building to get them into the drop box with the most answers gets a gift card. This winter we plan to do a puzzle contest among the buildings, as many tenants enjoy using the common room to complete puzzles together.

Here are some snippets from the fall edition:

Living in a multiple unit dwelling may be challenging at times. Please be mindful of your actions so that they don't interfere with the reasonable enjoyment of others.

Tenants are responsible to work out their differences and if not resolved, a complaint form needs to be filled out in order for the complaint to be addressed.

We are asking all tenants who are permitted to smoke in their units, not to smoke during inspections or staff presence, unless you go outside. We appreciate your co-operation.

### Please Review the Following Steps for Tenant Issues

- (1) Collect as much information as you can about the problem. Date & Time.
- (2) **You are expected to be involved in the mediation and work together to come to a conclusion before contacting Tenant Services.**
- (3) If the problem persists complete the purple complaint form found in your building common room or laundry room and leave in the drop box.
- (4) If it is an emergency call Housing Office as soon as possible. If you ever feel your life is in danger call the police.
- (5) You may not be aware/informed of the actions we are taking to resolve the matter.

**Property Maintenance  
August 2023**

Pest Control		3 buildings are currently being inspected monthly for bedbugs; 28 units have been treated
Vacant Units	13	one-bedroom (8); multiple bedroom (5) (not inclusive of The Meadow View)
Vacant Units - The Meadow View	6	one-bedroom market units available
After Hours Calls	8	Smoke detector beeping, sink overflow causing flooding, OPP requested for video footage 4 staff participate in the on-call phone tree system
Work Orders	150	Created for maintenance work, and related materials for the month of August
Fire Inspections		Will provide in next month's report

**Capital Projects  
August 2023**

- The roof at 16 Toronto Ave. has been replaced
- The contract for the roof replacement at 66 Waubeek has been signed
- Consultant recommendations and architectural drawings for the 5-story building window replacement has been received, and currently reviewing for the 2024 budget
- The Queen St. and Broadway duplexes have undergone roof replacements, and the interior rough framing has been completed; the electrical and mechanical work is currently underway
- The kick-off meeting between engineers, architects, and consultants took place in September for a redesign of a tenant parking area for a west side building
- HVAC systems at 66 Waubeek St. have been replaced
- Dangerous trees have been removed from the Waubeek and Church Street properties
- Furnaces at some west side family unit properties have been replaced
- Extensive repairs within a unit after fire damage has finally been completed, and a new tenant has moved in

**Annual Inspections**

In August, we completed annual inspections for five units, and all buildings on the east side of the district had their annual fire inspections completed and passed. The purpose of these annual inspections is to document maintenance issues, update smoke detectors approaching expiry, change out batteries, and make sure fire extinguishers are in working order.



**Esprit Place Family Resource Centre  
August 2023**

<b>Emergency Shelter Services</b>	<b>August 2023</b>	<b>YTD</b>
Number of women who stayed in shelter this month	19	77
Number of children who stayed in the shelter this month	7	29
Number of hours of direct service to women (shelter and counselling)	231	1,147
Number of days at capacity	0	73
Number of days over capacity	5	36
Overall capacity %	80%	77%
Resident bed nights (women & children)	248	1,610
Phone interactions (crisis/support)	44	195

<b>Transitional Support</b>	<b>August 2023</b>	<b>YTD</b>
Number of women served this month	16	65
Number of NEW women registered in the program	8	13
Number of public ed/groups offered	0	3

<b>Child Witness Program</b>	<b>August 2023</b>	<b>YTD</b>
Number of children/women served this month	22	104
Number of NEW clients (mothers and children) registered in the program	11	31
Number of public ed/groups offered	1	6

## **Esprit Place Family Resource Centre Update**

Women's Services was thrilled to welcome our new Esprit Place Supervisor in August. She brings a wealth of knowledge and experience to our team. Her experience in OW and HSP will be highly valuable as we continue to create a comprehensive service delivery model for clients accessing Esprit services.

Esprit Place continues to be very busy supporting women and children fleeing violence, as well as women experiencing homelessness from across the District of Parry Sound. We have had several days at or over capacity during the summer months and only anticipate that this need will grow as the weather changes. Our focus continues to be "housing first" and as such, we are working to strengthen partnerships with our DSSAB programs, as well as with other community partners to ensure access to safe affordable housing for our clients.

For the last several months CMHA has supported an Addictions Counsellor to be present at the shelter a half day a week. This partnership has increased access to timely addiction and mental health support for our clients and has strengthened the relationship with this important community partner. The Director of Women's Services also had the pleasure of meeting with the Restorative Relationships Manager from the Parry Sound Friendship Centre. They had a productive discussion about potential areas of collaboration, and agreed to work together to ensure that Esprit Place services are culturally safe for Indigenous women and children. We look forward to welcoming the Friendship Centre into Esprit Place to provide input and suggestions and to deliver cultural programming.

The District of Parry Sound Violence Against Women Coordinating Committee has begun rebuilding its membership and is now meeting regularly. The Director of Women's Services will be co-chairing this committee with the Restorative Relationships Manager from the PSFC. We have drafted a workplan for the 23/24 fiscal year that focuses on strengthening membership and delivering violence prevention and healthy relationship programming to the community.



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

**Minutes:** October 5, 2023, 10:00 am via Zoom and at the Almaguin Highlands Health Centre, Bruce Campell Boardroom

**Present:** Rod Ward (Chair), Delynne Patterson, Margaret Ann MacPhail, Brad Kneller, Chris Hope, Fraser Williamson (Vice Chair), Vicky Roeder-Martin, Camille Barr (Secretary)

**Regrets:** Jim Ronholm, Cheryl Philip

**Guests:** Isabel Pereira, Rebecca Paul (BFFHT), Susan Keast (MAOHT), Courtney Metcalf (ACED)

Called to order at 10:00 am by Chair R. Ward

1. 2023-23 Moved by V. Roeder-Martin - Seconded by F. Williamson  
**THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council adopt the minutes from the regular meeting of September 7, 2023 as circulated. Carried.
2. **DECLARATION OF PECUNIARY OF INTEREST:** None
3. **DELEGATIONS:** Susan Keast, Human Health Recruiter for the Muskoka and Area Ontario Health Team provided Council with nine month recruiting update. She has spent time attending job fairs and connecting with NOSM to build relationships. Additionally, she has made connections with ROMP which represents the other 5 schools. Current efforts are aimed at marketing the area with a logo, a website which went live in September, and promotional materials. Health council asked about efforts for recruitment for Almaguin vs Muskoka. S. Keast says this has been a bit of a challenge due to confidentiality and not having the access to the contacts. The group expressed that Almaguin must be recognized as more than "other". S. Keast will meet with R. Paul, ED of the Burk's Falls Family Health Team to see what connections can be made. She provided the presentation which was shared with Council.
4. **RESOLUTIONS PASSED:**  
2023-24 Moved by F. Williamson - Seconded by D. Patterson  
Whereas Muskoka Algonquin Health care operates physiotherapy, E.C.G, Imaging, and Laboratory services at the Almaguin Highlands Health Centre; and

Whereas the laboratory has seen a significant number of closures over the summer due to staffing resources; and

Whereas Almaguin residents who rely on this vital service are impacted by closures resulting in redundant trips, rescheduling, or traveling to seek alternative service; and

Whereas healthcare professionals are impacted as they rely on this service to support their patients' healthcare needs;

**THEREFORE BE IT RESOLVED** that the Almaguin Highlands Health Council requests a commitment from Muskoka Algonquin Health Care to resume laboratory services to their regular functions on a regular schedule;

AND FURTHER THAT this resolution be shared with Almaguin Highland Health Council Member municipalities for support.

Carried.

## **5. ITEMS FOR DISCUSSION:**

### **a) Update 'Local Share'**

R. Ward updated the Council on 'Local Share' by way of a presentation. 9 of the 12 Almaguin municipalities have responded to the commitment ask. Joly will have their response shortly. It was interesting to note the formulas used to determine the Almaguin share was very close. A summary of commitments was provided and a kudos to the group for their efforts.

### **b) Lab Services at the Almaguin Highlands Health Centre**

R. Ward had to opportunity the speak with Diane George, Vice President of Integrated Care at MAHC regarding the frequent lab closures in Burk's Falls over the summer months. He has been assured that the lab is not closing and what is occurring is due to staffing resources being short. When there is a need for staffing in acute care, staff are redirected from the Burk's Falls location. They have hired a second person for the lab which will alleviate this pressure. R. Ward will ask for this in writing from MAHC.

### **c) Progress Report: Not provided this meeting**

### **d) Other Business**

C. Barr updated Council that the dental office in the Medical Building in Burk's Falls is aiming to open the end of October. They experienced some delays in the renovation process however it is now moving forward.

Last month the Sundridge Medical Centre hosted an open house and ribbon cutting to celebrate the grand opening of their newly renovated space. A great turn out and a beautiful space.

R. Paul shared that there has been no update regarding the proposals submitted by the BFFHT or Sundridge & District Medical Centre for primary care expansion. She will update as able. She also shared that without consultation the Ministry of Health changed the allotment of doctors for the BFFHT from 5 - 4.5. This is not a problem now however could be should a doctor leave. They are dealing with the matter. She also shared there are still 700 people on the waitlist.

R. Ward will speak to Dan of Graydon Smith's office regarding this and the issue of McMurrich - Monteith and Kearney still being left out of the BFFHT catchment area.

Armour has developed an informational flyer that can be shared to social media and individualized for municipalities. If a municipality would like one, connect with R. Ward.

2023-25 Moved by C. Hope - Seconded by D. Patterson

**THEREFORE, BE IT RESOLVED THAT** the Almaguin Highlands Health Council adjourn at 11:15 am to meet again on November 2, 2023, at 10:00 am at the Town of Kearney Municipal Office. Carried.



**Muskoka  
& Area** ONTARIO  
HEALTH TEAM

## Recruiting 9-month update

October 5, 2023

## Successes

- Completed an environmental scan and in-person visits of the MAOHT community where Primary Care recruiting will occur
- Integrated fully with CASPR (Canadian Society of Primary Recruiters) to learn recruiting. (what has worked what has not) along with extensive discussions with Recruiters near by Muskoka (Orillia, Midland, Barrie etc.) Established best practises from these engagements
- A robust relationship with NOSM (Northern Ontario School of Medicine) including an onsite visit *in June 2023*
- Development of initial Recruiting Communication Products (Job Fairs, Inquiries)
- Development of Work plan and Budget
- Identified recruiting challenges in our community (Housing, Daycare, Spousal Employment) & established relationships to address
- Attended numerous job fairs establishing a network of over 150 primary care contacts
- Identified the *low hanging fruit* in our community (Locums, Learners (Residences/Electives) and began building relationships with them (Welcome Baskets etc., personal visits) learning more about their wants and needs



## Successes

- Community Communication through Public Speaking engagements at Service Clubs which lead to some partnerships (Rotary Bracebridge Muskoka Lakes)
- Active member of Communication Working Team (MAOHT Website development)
- Developed a very prosperous relationship with the Municipal Economic Development Officers working collaboratively in areas of welcomes baskets, in-person events and community information etc.
- Romp (Rural Ontario Medical Program) U of T student's June visit week in the community garnering media attention from Metroland and CBC
- Full engagement with Huntsville Recruiting Team and development of the same for the other areas with Dr. Keith Cross taking the lead
- Community partnerships supporting Welcome Baskets and NOSM, ROMP learners in our community with free products/services





## Going forward..

- Potential Muskoka Medical Retreat (Summer 2024)
- MAOHT Website with a robust recruiting section to attract Primary Care
- Branding Exercise with EDO's and Explorers Edge
- Create synergies between Primary Care Recruiting with the Muskoka Area Health Care recruiting
- Develop a coalition with area recruiters in order to reduce costs for events (Orillia, Midland, Halliburton)
- Continue to build the 150+ network of Primary Care Providers
- Continuing to work closely with the Economic Development Officers from each municipality on branding, website recruiting page, research, work-plan and a potential retreat (2024) and Dr./NP visits to our community
- Very optimistic on the uniqueness and attractiveness of Muskoka and Area to Primary Care potentials... Inquiries have significantly increased in the last 9 months!



Muskoka  
& Area ONTARIO  
HEALTH TEAM



**Update from Almaguin Highlands Health Council**

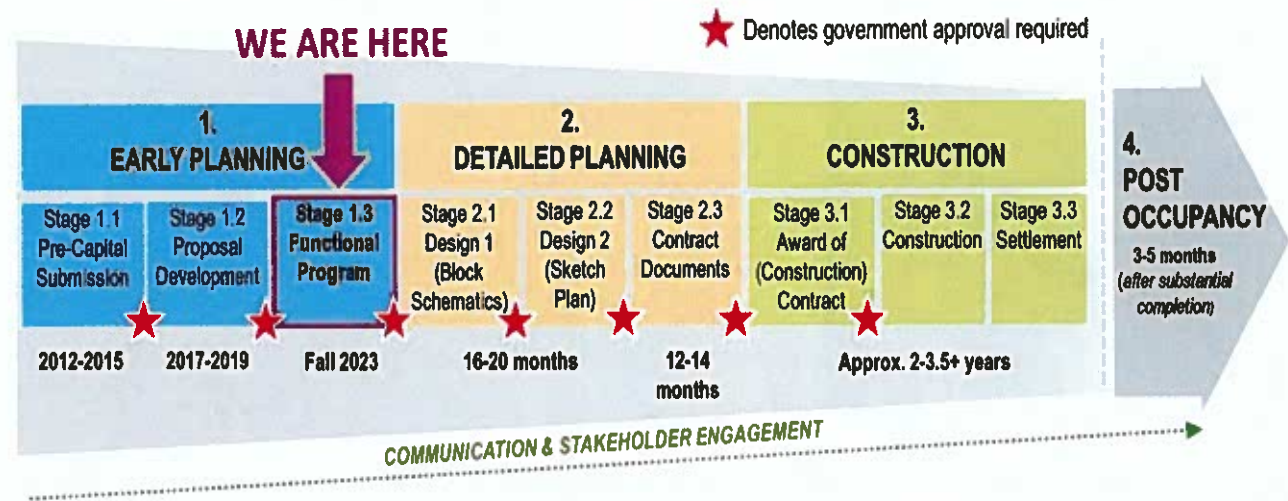
**26-Sep-2023  
MAHC Hospital Build "Local Share" Updates**

Rod Ward – Chair, AHHC



Preliminary: For Discussion Purposes Only

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



- ❖ Local Share costs are mandated by provincial legislation
- ❖ Local community is required to cover 10% of capital building costs + 100% equipment costs
- ❖ Local Share was estimated to be \$129-m at project outset in 2019
- ❖ Projected Local Share at project completion is now estimated to be \$225-m
- ❖ Two hospital foundations, MAHC and municipalities are part of local share discussion

Preliminary: For Discussion Purposes Only

# Original “formula” proposed by AHHC...presented in February 2023 to Local Share Committee

- Fund-raising efforts will focus on enhancing healthcare services in the Almaguin Highlands
- An Almaguin-wide approach will demonstrate a significant contribution to healthcare
- Healthcare is the largest (sector) employer in the region
- There are groups lobbying for changes to the Local Share – ‘urban versus rural’ realities
- We have an extended period to raise funds
- Any funds raised will directly benefit healthcare in the Almaguin Highlands
- For all of us, it represents a commitment to healthcare in our region

Overall Local Share = \$225-million

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



\*\*Based on 12-year fund-raising target; \$9.5-m to Local Share; \$2.5-m to Almaguin healthcare directly

# “Finalized” commitments as of September 2023

- Fund-raising efforts will focus on enhancing healthcare services in the Almaguin Highlands
- An Almaguin-wide approach will demonstrate a significant contribution to healthcare
- Healthcare is the largest (sector) employer in the region
- There are groups lobbying for changes to the Local Share – ‘urban versus rural’ realities
- We have an extended period to raise funds
- Any funds raised will directly benefit healthcare in the Almaguin Highlands
- For all of us, it represents a commitment to healthcare in our region

Overall Local Share Committed = \$216-million\*

Funder	Projected Total	Percentage (of total \$225-m)
Hospital Foundations	\$70-m	31.1%
MAHC	\$38.2-m	17.0%
Municipal Share	\$107.8-m	47.9%
<b>* Shortfall (as of Sept 2023)</b>	\$9.0-m	4.0%
<b>Almaguin Highlands Share ** (included in Municipal Share)</b>	\$9.5-m	4.2%



\* MAHC Board has signed off on risk in only having 96% of the \$225-m Local Share committed thus far  
 \*\*Based on 12-year fund-raising target; \$9.5-m to Local Share; \$2.5-m to Almaguin healthcare directly

Status To-  
Date: As at  
01-Sep-2023

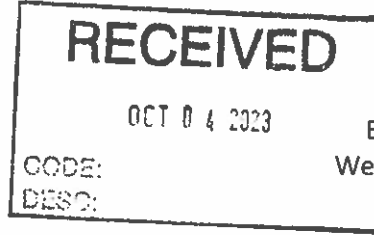
Municipality	Comments	MAHC Build Commitment	Almaguin Share Commitment	TOTAL per municipality
Armour	12-year commitment	1.14-m *	285-k *	1,425,000
Burk's Falls	2023 commitment	225-k **	56-k **	281,000
Joly				
Kearney	12-year commitment	1.044-m *	261k *	1,305,000
Machar				
Magnetawan	2023 commitment	960-k **	240-k **	1,200,000
McMurrich / Monteith	12-year commitment	639-k *	159-k *	798,000
Perry	2023 commitment	480-k **	120-k **	600,000
Ryerson	2023 commitment	160-k **	80-k **	240,000
South River				
Strong	12-year commitment	144-k *	36-k *	180,000
Sundridge	2023 commitment	67.2-k	16.8-k	84,000
<b>TOTALS (12-year projected)</b>		<b><u>4,859,200</u></b>	<b><u>1,253,800</u></b>	<b><u>6,113,000</u></b>

\* Committed via resolution over 12 years      \*\* Forecast over 12 years – only 1 year commitment as of 2023  
Total forecast as of September 1, 2023 \$6.113-m (Local Share + Almaguin portion)



DISTRICT OF PARRY SOUND

56 ONTARIO STREET  
PO BOX 533  
BURK'S FALLS, ON  
POA 1C0



(705) 382-3332  
(705) 382-2954  
Fax: (705) 382-2068  
Email: [info@armourtownship.ca](mailto:info@armourtownship.ca)  
Website: [www.armourtownship.ca](http://www.armourtownship.ca)

September 27, 2023

**Municipality of Magnetawan**  
P.O. Box 70  
Magnetawan, ON  
POA 1P0

**Re: Support Resolution # 237**

At its meeting held on September 26, 2023 the Township of Armour passed Resolution #237 supporting the Municipality of Magnetawan requesting that the Ministry of Transportation reconsider their policy in regards to having Ontario Provincial Police Officers in attendance at Provincial Highway temporary closures for community events.

A copy of Council's Resolution #237 dated September 26, 2023 is attached for your consideration.

Sincerely,

Ashley Soundy  
Administrative Assistant





# CORPORATION OF THE TOWNSHIP OF ARMOUR

## RESOLUTION

Date: **September 26, 2023**

Motion # 237

That the Council of the Township of Armour supports the Municipality of Magnetawan and requests that the Ministry of Transportation reconsider their policy in regards to having Ontario Provincial Police Officers in attendance at Provincial Highway temporary closures for community events, which includes parades in the Almaguin region and to authorize the OPP to grant the authority for a temporary road closure to a member of the Fire Department and/or Roads Department.

**Moved by:**

- Blakelock, Rod
- Brandt, Jerry
- Haggart-Davis, Dorothy
- Ward, Rod
- Whitwell, Wendy

**Seconded by:**

- Blakelock, Rod
- Brandt, Jerry
- Haggart-Davis, Dorothy
- Ward, Rod
- Whitwell, Wendy

Carried / Defeated

**Declaration of Pecuniary Interest by:**

**Recorded vote requested by:**

Recorded Vote:

	For	Opposed
Blakelock, Rod	<input type="checkbox"/>	<input type="checkbox"/>
Brandt, Jerry	<input type="checkbox"/>	<input type="checkbox"/>
Haggart-Davis, Dorothy	<input type="checkbox"/>	<input type="checkbox"/>
Ward, Rod	<input type="checkbox"/>	<input type="checkbox"/>
Whitwell, Wendy	<input type="checkbox"/>	<input type="checkbox"/>



28 Municipal Lane,  
P.O. Box 1120, Sundridge, Ontario P0A 1Z0  
705-384-5819 Fax 705-384-5892  
[www.strongtownship.com](http://www.strongtownship.com)

Township of Strong Council Resolution  
September 26, 2023 Council Meeting  
6.0 Comments/Communications/Correspondence

**6.6 Municipality of Magnetawan – Request for Support re: Highway Closures  
R2023-398**

**Moved By: Marianne Stickland Seconded by: Jeff McLaren**

Be it resolved that the Council for the Township of Strong have hereby received and read resolution 2023-272 dated September 13, 2023 from the Municipality of Magnetawan requesting the MTO reconsider policy regarding OPP attendance at community event highway closures; and

That Council support this resolution as circulated; and further  
This resolution be circulated to the Honourable Premier Doug Ford, MPP  
Graydon Smith, MP Scott Aitchison, and the Ministry of Transportation.

**Carried**

**Laura Brandt**

---

**From:** Township of Machar Info <infomachar@vianet.ca>  
**Sent:** September 28, 2023 10:38 AM  
**To:** Laura Brandt  
**Subject:** Resolution Support - Hwy Closures, Parades, Community Events etc.

Good morning,

Please be advised Council has passed a Resolution supporting Municipality of Magnetawan re: Respectfully asks the Ministry of Transportation to reconsider their policy and legislation regarding having Ontario Provincial Police Officers in attendance at Provincial Highway temporary closures for community events which includes parades in the Almaguin Region and to authorize the OPP to grant the authority for a temporary road closure to a member of the Fire Department and/or Roads Department.

Kind regards,

Taylor Boden  
Administrative Assistant  
Township of Machar

TOWNSHIP OF MCMURRICH/MONTEITH

Resolution

Number: 2023- 344

October 3, 2023

Moved by: Currie, Terry [ ]
Dyson, Wesley [ ]
O'Halloran, Daniel [ ]
Roeder-Martin, Vicky [x]
Robinson, Glynn [ ]

Seconded by: Currie, Terry [ ]
Dyson, Wesley [x]
O'Halloran, Daniel [ ]
Roeder-Martin, Vicky [ ]
Robinson, Glynn [ ]

Signature: [Handwritten Signature]

Signature: [Handwritten Signature]

Be It Resolved that Council supports resolution 2023-272 from Municipality of Magnetawan asking the Ministry of Transportation to reconsider their policy and legislation regarding having Ontario Provincial Police Officers in attendance at Provincial Highway temporary closures for community events which includes parades in the Almaguin Region and to authorize the OPP to grant the authority for a temporary road closure to a member of the Fire Department an/or Roads Department And Further that this resolution be circulated to the Honourable Premier Doug Ford, MPP Grayden Smith, MP Scott Aitchison, the Ministry of Transportation and surrounding Municipalities.

Mayor [Handwritten Signature]

Carried [x] Defeated [ ]

Declaration of Pecuniary Interest by: \_\_\_\_\_

Recorded vote requested by: \_\_\_\_\_

Table with 3 columns: Recorded Vote, Yays, Nays. Rows for Currie, Dyson, O'Halloran, Roeder-Martin, Robinson.



**Village of South River  
MTO Parade Requirements**

Date: October 10, 2023

Motion: 292-2023

Moved By: Ben Mallen

Seconded By: Bruce Scott

**WHEREAS** the Village of South River supports many community events and parades;

**AND WHEREAS** due to current legislation and Ministry of Transportation policy an encroachment permit must be obtained to legally traverse and temporarily close a portion of Highway 124 running through the Village;

**AND WHEREAS** historically the Village of South River has obtained these permits from the Ministry of Transportation without the Ontario Provincial Police being in attendance but aware of the event;

**AND WHEREAS** the South River Machar Fire Department are qualified to manage road closures and traffic management and do so regularly on behalf of the OPP on Provincial Highways including Highway 11 with a 110 km/h speed limit;

**AND WHEREAS** due to OPP staffing complements and overwhelming requests from other surrounding communities that may be hosting events on the same day, assigning an Ontario Provincial Police Officer to these Community Events has the possibility of putting communities at risk;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Village of South River respectfully endorses the request of the Municipality of Magnetawan that the Ministry of Transportation reconsider their policy and legislation regarding having Ontario Provincial Police Officers in attendance at Provincial Highway temporary closures for community events which includes parades in the Almaguin Region and to authorize the OPP to grant the authority for a temporary road closure to a member of the Fire Department and/or Roads Department;

**AND FURTHER THA** "this resolution be circulated to the Honourable Premier Doug Ford, Minister Graydon Smith, MP Scott Aitchison, the Ministry of Transportation and surrounding Municipalities.

Carried By: Jim Blunden



**Premier of Ontario**  
**Premier ministre**  
**de l'Ontario**

**Legislative Building**  
**Queen's Park**  
**Toronto, Ontario**  
**M7A 1A1**  
**Édifice de l'Assemblée législative**  
**Queen's Park**  
**Toronto (Ontario)**  
**M7A 1A1**

October 6, 2023

His Worship Sam Dunnett  
Municipality of Magnetawan  
lbrandt@magnetawan.com

Dear Mayor Dunnett:

Thanks for your letter of support about the Northern Ontario School of Medicine. I appreciate hearing your municipality's views on the issue.

As this issue falls under the responsibility of the Honourable Sylvia Jones, Minister of Health, I've sent her a copy of council's resolution. I'm sure the minister will also take council's views into consideration.

Thanks again for the information.

Sincerely,

A handwritten signature in black ink, appearing to read "Doug Ford".

Doug Ford  
Premier of Ontario

c: The Honourable Sylvia Jones

## Kerstin Vroom

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**Subject:** FW: MMAH Response to the Municipality of Magnetawan's Request to be Removed from the CAPB

**From:** Little, Anna (MMAH) <Anna.Little@ontario.ca>  
**Sent:** Friday, October 13, 2023 4:45 PM  
**To:** Kerstin Vroom <Clerk@magnetawan.com>  
**Cc:** Erica Kellogg <ekellogg@magnetawan.com>; Brown, Christopher (MMAH) <Christopher.R.Brown@ontario.ca>  
**Subject:** RE: MMAH Response to the Municipality of Magnetawan's Request to be Removed from the CAPB

Great thanks, Kerstin! Acknowledging receipt!

In terms of immediate next steps, we need to seek the Minister's approval to post a proposal notice on the Regulatory Registry related to the Municipality of Magnetawan's request to be removed from Central Almaguin Planning Board.

Have a great wkd,  
Anna

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**From:** Kerstin Vroom <Clerk@magnetawan.com>  
**Sent:** October 13, 2023 11:01 AM  
**To:** Little, Anna (MMAH) <Anna.Little@ontario.ca>  
**Cc:** Erica Kellogg <ekellogg@magnetawan.com>; Brown, Christopher (MMAH) <Christopher.R.Brown@ontario.ca>  
**Subject:** RE: MMAH Response to the Municipality of Magnetawan's Request to be Removed from the CAPB

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

Hello Anna!

Hot off the press 😊

If you have a moment, could you let us know what the next steps are?

And of course, if you need anything else please let us know.

Have a great weekend!

*Kerstin*

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**From:** Little, Anna (MMAH) <Anna.Little@ontario.ca>  
**Sent:** Friday, July 28, 2023 4:20 PM  
**To:** Kerstin Vroom <Clerk@magnetawan.com>  
**Cc:** Schulte-Hostedde, Bridget (MMAH) <Bridget.Schulte-Hostedde@ontario.ca>  
**Subject:** MMAH Response to the Municipality of Magnetawan's Request to be Removed from the CAPB

Hello Kerstin Vroom,

Further to the Municipality of Magnetawan's January 2023 request to Minister Clark to be removed from the Central Almaguin Planning Board and subsequent meeting with the Minister's Office in February 2023, we are writing to advise that the Minister is willing to consider this request.

To this end, and as a first step, kindly provide the ministry with the municipal and planning board resolutions as described below:

- Magnetawan council resolution: formally requesting to be removed from the planning board and delegated approval authority for plans of subdivision/ condominium, consents, and validations; and,
- Central Almaguin Planning Board resolution: in support of Magnetawan's request that confirms that its removal would not negatively impact the planning board's operations and finances.

I will be out of the office, returning August 14, 2023, but please do not hesitate to contact MSON Regional Director, Bridget Schulte-Hostedde (Cced here) with any questions in the meantime.

Kind regards,  
Anna

**Anna Little | Manager, Community Planning & Development**  
**Municipal Services Office – North (Sudbury) | Ministry of Municipal Affairs and Housing**  
159 Cedar Street, Suite 401, Sudbury, Ontario, P3E 6A5  
C: 705-280-8946



**Central Almaguin Planning Board**

63 Marie St, P O Box 310

SOUTH RIVER, ON POA 1X0

e-mail – [centralalmaguinplan@hotmail.com](mailto:centralalmaguinplan@hotmail.com)

705 386 2573

Municipality of Magnetawan  
Kerstin Vroom, CAO/Clerk  
PO Box 70  
4304 Highway 520  
Magnetawan, ON POA 1P0

**Re: Request to Withdraw from Central Almaguin Planning Board**

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At the October 4, 2023 Central Almaguin Planning Board meeting, the following resolution was passed:

**BE IT RESOLVED THAT** the Central Almaguin Planning Board discussed the request for the Municipality of Magnetawan to withdraw from the Central Almaguin Planning Board;

**AND THAT** the Central Almaguin Planning Board is aware that the Municipality of Magnetawan has made an application to the Ministry of Municipal Housings and Affairs to withdraw themselves from the Planning Board as the consent granting authority for the Municipality;

**AND THAT** the Planning Board is aware that the Municipality of Magnetawan has implemented processes and procedures which ensure consent applications will preserve and protect our Northern heritage while representing responsible land use;

**AND THAT** the Planning Board confirms that the removal of the Municipality of Magnetawan will not result in a negative impact either operationally or financially for the Planning Board;

**AND THAT** the Planning Board will continue to provide excellent planning services to the remaining five organized and four unorganized municipalities remaining with the Planning Board;

**NOW THEREFORE BE IT RESOLVED THAT** the Central Almaguin Planning Board supports the Municipality of Magnetawan in their decision to be removed from the Planning Board as their consent granting authority;

**AND FURTHER** a copy of this motion is to be circulated to the Municipality of Magnetawan.

*Christine Hickey*  
Secretary-Treasurer  
Central Almaguin Planning Board



JOINT NEWS RELEASE

## Local Share Financing Plan Achieved for Hospital Redevelopment

Collaborative Commitment to Our Communities' \$225 Million Local Share

*(Monday, October 16, 2023, Muskoka, ON)* – Muskoka Algonquin Healthcare is pleased to announce that together with our hospital foundations and municipal partners in Muskoka and the Almaguin Highlands, a plan to finance the community's share of the future redevelopment of our local hospitals has been reached following several months of collaborative and positive discussion.

The financing plan demonstrates the community's collective intent to contribute the required \$225 million local share cost of a near billion-dollar redevelopment project to build new hospitals in Bracebridge and Huntsville, with construction scheduled to begin as early as 2029. The local share plan is one of the significant components Muskoka Algonquin Healthcare must complete for the Ministry of Health's Stage 1.3 capital redevelopment submission, aimed for early 2024.

Achieving the multi-million dollar financing plan is the shared accomplishment of the Local Share Committee comprised of representatives of the Muskoka Algonquin Healthcare Board of Directors, Huntsville Hospital Foundation and South Muskoka Hospital Foundation Board of Directors, the Mayors of every municipality in Muskoka, the Chair of the District Municipality of Muskoka, and the Chair of the Almaguin Highlands Health Council (representing 10 municipal councils in the Almaguin Highlands).

Moreen Miller, Chair of the Local Share Committee and Muskoka Algonquin Healthcare Board of Directors, says the financial commitments made by all parties demonstrate the shared responsibility to the common goal to build a regionally unique, multi-site healthcare infrastructure and a strong local partnership to invest in and build a Made-in-Muskoka Healthcare system.

"Muskoka Algonquin Healthcare is delighted to reach this milestone in our work to design a made-in-Muskoka healthcare system that will serve our 4,000 square kilometre catchment in Muskoka and surrounding areas with safe, reliable access to high-quality healthcare for future generations," says Miller. "Together, we have demonstrated that the regions of Muskoka and East Parry Sound are united in one objective to invest in and build a system infrastructure that matches our unique region, the changing population, and the communities around us from Severn Bridge to Almaguin, anchored by two new, state-of-the-art acute care hospitals."

The financing plan includes the following financial commitments to achieve greater than 95% of the \$225 million local share:

- \$77.3 from the District of Muskoka
- \$38.2 from Muskoka Algonquin Healthcare
- \$35 million from the Huntsville Hospital Foundation
- \$35 million from the South Muskoka Hospital Foundation
- \$10 million from the Town of Bracebridge
- \$10 million from the Town of Huntsville
- \$9.5 million from the municipalities of Almaguin Highlands (East Parry Sound)
- \$1 million from the Town of Gravenhurst

The Local Share Committee has further committed to address the means for raising the remaining gap, including interest related to timing difference, within three years.

“With the Ministry of Health funding the majority of the build, we are fortunate to be leveraging an entire province’s tax base to build a regionally unique, multi-site healthcare infrastructure,” says Miller. “For every dollar we invest locally, we get at least three dollars from the province for our new hospitals.”

Miller praised the hard work by the partners and their individual agencies to come together with a solution to the required local share financing plan.

“Every contribution to this project is respected and appreciated,” says Miller. “The value of our collective investment is profound. There are undeniable economic benefits to attracting new healthcare professionals to our communities – not just to Bracebridge or Huntsville – but to Sundridge and to Gravenhurst and areas in between. When we set out to reach the local share goal, it was only a matter of how we would get there, not if. We are thrilled with this incredible progress and momentum that shows the Ministry that Muskoka Algonquin Healthcare is positioned for its new hospitals.”

-30-

*Muskoka Algonquin Healthcare (MAHC) is a multi-site health care organization accredited with exemplary standing that provides acute care services at the Huntsville District Memorial Hospital and South Muskoka Memorial Hospital in Bracebridge. Find out more about Muskoka Algonquin Healthcare by visiting [www.mahc.ca](http://www.mahc.ca). Connect with us on [Twitter](#), [Facebook](#) and [Instagram](#).*

**For more information or to arrange an interview, please contact:**

Allyson Snelling, Manager, Communications & Stakeholder Engagement  
705-789-2311 ext. 2544; [allyson.snelling@mahc.ca](mailto:allyson.snelling@mahc.ca)

**Laura Brandt**

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**From:** FONOM Office/ Bureau de FONOM <fonom.info@gmail.com>  
**Sent:** October 1, 2023 8:31 PM  
**Subject:** FONOM Update

Good Day

The FONOM Board would like to inform our members that its website, [www.fonom.org](http://www.fonom.org), has been updated with our AMO Policy documents and our 2022-2023 Audited Financial Statements. The Board would like to thank those Members who provided information, to help in the creation of our Health Unit and School Board Trustee Election Policy documents.

We would also like to remind our Membership that next year's FONOM Annual Conference will be held in Sudbury next May.

## ***The 2024 Annual FONOM Conference***

**will be held in Greater Sudbury, Ontario**

**at the Holiday Inn and Suites (1696 Regent Street) (705-522-3000)**

**May 6th – May 8th, 2024 (\*NEW DATE\*)**

**We will host over 300 delegates, which included Northern Ontario municipal politicians, senior municipal, provincial ministers, and government staff. Participating in the conference is an excellent opportunity for vendors, suppliers, and professionals to reach out to local decision-makers and show their support for Northern Ontario.**

Talk soon, Mac.

Mac Bain  
Executive Director  
The Federation of Northern Ontario Municipalities  
615 Hardy Street North Bay, ON, P1B 8S2  
Ph. 705-498-9510

## Laura Brandt

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**From:** OPP MPB Financial Services Unit (OPP) <OPP.MPB.Financial.Services.Unit@opp.ca>  
**Sent:** September 28, 2023 9:04 AM  
**To:** Laura Brandt; Stephanie Lewin  
**Subject:** Magnetawan M - Notification of 2023 Court Security and Prisoner Transportation Grant Remainder

Good day,

We have reconciled the 2022 court security and prisoner transportation (CSPT) costs and determined the balance of the municipal entitlement to the 2023 CSPT grant allotment. Ontario Shared Services will issue the grant credits within the next few days.

Please note that the Ministry's Public Safety Division has revised the 2023 CSPT grant allotment for the OPP. Your revised CSPT grant allotment for 2023 is \$1795.

The remaining outstanding 2023 grant of \$1348 for your municipality has been reduced by \$26 as the reconciled 2022 CSPT costs were less than the 2022 grant allocation.

We have asked Ontario Shared Services to issue a credit memo for the remaining portion of the 2023 allotment in the amount of \$1322.

If you have any questions or concerns, please do not hesitate to contact [OPP.MPB.Financial.Services.Unit@OPP.ca](mailto:OPP.MPB.Financial.Services.Unit@OPP.ca).

Respectfully,

MPB Financial Services Unit

Laura Brandt

# Composting reimbursement program

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**From:** Farm Credit Canada AS <AgriSpirit-AgriEsprit@fcc-fac.ca>  
**Sent:** October 5, 2023 6:24 PM  
**To:** Laura Brandt  
**Subject:** FCC AgriSpirit Fund Response - The Corporation of the Municipality of Magnetawan  
**Attachments:** proposal.pdf

Dear Laura,

Thank you for applying to the FCC AgriSpirit Fund.

Once again, we've received so many quality applications. Unfortunately, we're unable to provide funding for your project.

We encourage you to apply for funding again next year. This year's funded projects will be posted on our website this fall.

To find out more about the next application period, visit [FCCAgriSpiritFund.ca](https://www.fcc-fac.ca/AgriSpiritFund).

We applaud your commitment to your community and wish you great success with your project.

Sincerely,

Community Investment  
Farm Credit Canada

Laura Brandt

wheelchair swings and inclusive

**From:** donotreply@otf.ca  
**Sent:** October 5, 2023 12:16 PM  
**To:** Laura Brandt  
**Subject:** Ontario Trillium Foundation Application ID# CP129161 Funding Decision

playground equipment at  
both Centennial + Croft Parks

Beach Mats, Beach  
Wheelchair Bikes

*Please note: This is an unmonitored mailbox. Do not reply directly to this message.*

Thank you for submitting an application to the Ontario Trillium Foundation (OTF). We appreciate the time and effort that went into the application, and we understand the commitment you have to the success of your organization's mission.

OTF receives a very high volume of applications and while there are so many worthy proposals, we are only able to fund a limited number of grants. Unfortunately, we are not able to fund your application as outlined further in this letter.

We understand this notification is arriving at a challenging time during which your organization is recovering and rebuilding its resilience to provide valued programs and services in your community.

Having reviewed your application, we have determined that your project does not meet OTF's eligibility requirements. More specifically:

25 page PDF document was provided with quotes

- The application is incomplete  
Applicants who request funding for goods and/or services valued above \$10,000 are required to upload a minimum of one quote or estimate with their application. Multiple sub-contracts with a supplier on the same project will be considered as a cumulative total. This means if the total of these goods and/or services exceeds \$10,000, a minimum of one itemized quote or estimate needs to be uploaded. All documentation needs to be prepared by a third-party professional. Your application did not include the required quotes and/or the documentation provided did not meet our requirements.

Please visit the OTF website for [upcoming grant application deadlines](#). We also encourage you to [book a coaching call](#) with one of our Program Managers to discuss your project eligibility.

We wish you the very best with the important work you do in your community.

Thank you for applying to the Ontario Trillium Foundation.

Sincerely,

Renee Beauparlant  
Bilingual Director, Community Investments

# COVID-19 & Flu Vaccine Clinic

**Friday  
October 27**

**1 - 4 PM**

**Magnetawan Community Centre**  
4304 HWY 520

Walk in for flu shot.  
COVID-19 vaccines by appointment.  
1-833-943-3900  
[myhealthunit.ca/VaccinationClinics](http://myhealthunit.ca/VaccinationClinics)





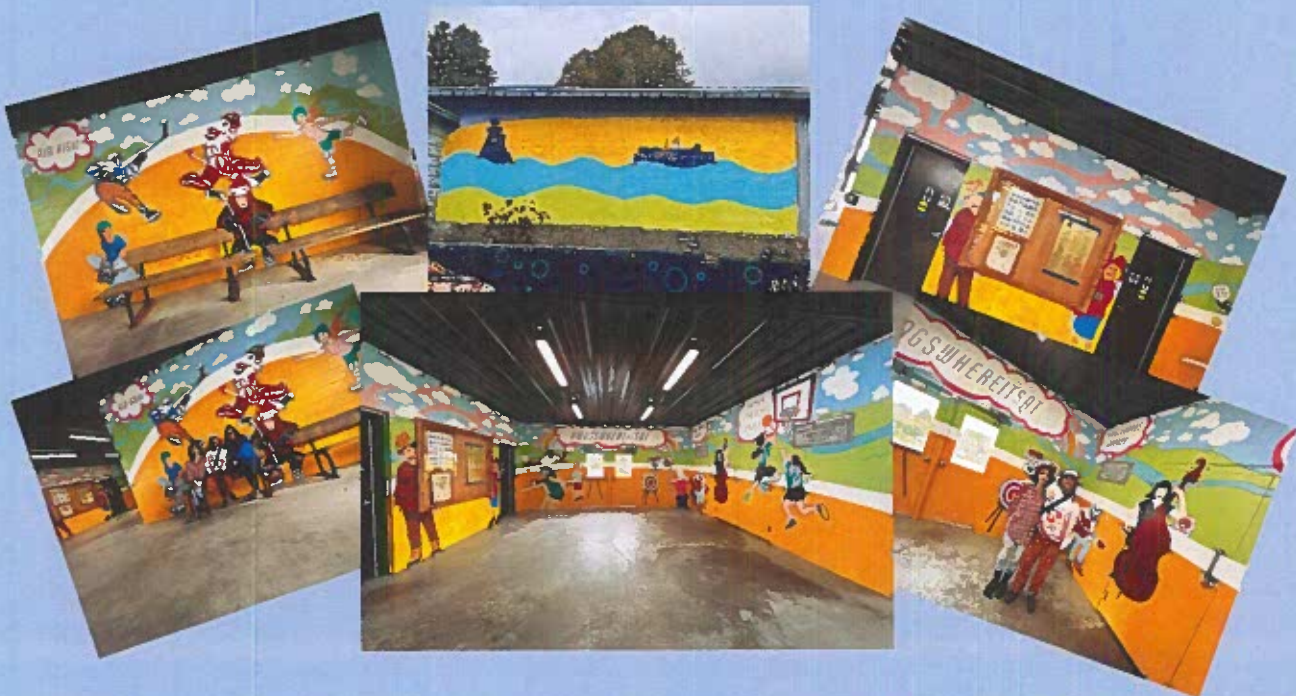
# NEW PUBLIC ART MURALS

#MAGSWHEREITSAT #MAGNETAWAN

**AT THE HERITAGE MUSEUM CENTRE AND LOG CABIN &  
MAGNETAWAN LIONS' PAVILION**

The Beautification of the Municipality of Magnetawan Project aims to establish a Public Art Collection, which will enhance Magnetawan's visual appeal and vibrancy of our public spaces as well as honour, preserve and encourage Magnetawan's cultural heritage and artistic diversity while providing an opportunity to recognize local and regional artists.

**A BIG THANK YOU TO CRAVE FLUIDITY AND NOMI DRORY FOR ADDING  
TO OUR PUBLIC ART COLLECTION!**



For more information contact the Municipal Office at (705) 387-3947 or by email at [recreation@magnetawan.com](mailto:recreation@magnetawan.com)



*The Municipality of Magnetawan presents*

**SENIORS FREE  
DINNER AND LEARN EVENT  
FRIDAY DECEMBER 15<sup>TH</sup>**



**Location: Magnetawan Community Centre**

***Christmas Gnome Workshop by The Work Shoppe at 5:00 pm***

***Ham Dinner by Jimmy to be served at 6:00 pm***

***Come join us with your grandchildren, nieces, nephews, or  
little friends to learn to make a Christmas Gnome!***

**RESERVATIONS ARE REQUIRED BY MONDAY DECEMBER 11<sup>TH</sup>**

**AS THERE IS LIMITED SEATING**

**To register, please contact the Municipal Office at (705) 387-3947 or by email at  
[recreation@magnetawan.com](mailto:recreation@magnetawan.com)**

**Ontario** 

**FUNDED BY THE GOVERNMENT OF ONTARIO**





**ICYMI**

**In Case You Missed It!  
Council Highlights  
October 04, 2023**



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



Council passed resolution 2023-299 receiving and approving the report 2023 New Years Eve Gala and approved the recommendations contained within to organize a New Years Eve Gala at the Magnetawan Community Centre with all proceeds going to the Magnetawan Chapter of Habitat for Humanity! Stay tuned for updates on this exciting upcoming event!

Council passed resolution 2023-290 receiving and approving the Report-Housekeeping Amendment to Zoning By-law 2001-26 and approving the DRAFT Housekeeping By-law as presented. Council passed By-law 2023-49 Being a By-law to Make Minor Housekeeping Changes to Zoning By-law No. 2001-26. To read the Report and By-law visit our website!



Council passed resolution 2023-297 receiving and approving the request from the Burk's Falls Art Club 2024 Northern Ontario Art Association Art Show to host an evening for the delegates at the Magnetawan Centennial Park Gazebo. Stay tuned for updates and information about the upcoming show to be hosted in Magnetawan at the Magnetawan Community Centre from September 6<sup>th</sup> to 8<sup>th</sup> in 2024!



Congratulations to Patricia Lake who was awarded The United Senior Citizens of Ontario Senior of the Year Award for the Magnetawan Chapter in 2023. Patricia was nominated by her peers at the Magnetawan Friendship Club! Thank You Patricia for all that you do for our Community!



That the Municipal Office publishes two newsletters a year so that we can keep ratepayers informed about what is happening in the Municipality. Newsletters are mailed out with the tax notices in February and August and posted on our Website!

**SAVE THE DATE**

The next open public meeting of Council is October 25, 2023, at 1:00 pm at the Magnetawan Community Centre.

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

Council Approval Accounts Payable and Payroll

Meeting Date: October 25/2023

Accounts Payable	Amount
Batch # 2023-00141 Cheque Date: Oct. 6/23 From: 24964 To: 24965	\$ 2,416.80
Batch # 2023-00143 Cheque Date: Oct. 13/23 From: 24966 To: 24986	\$ 386,092.57
Batch # 2023-00145 Cheque Date: Oct. 25/23 From: To:	\$ 302,238.97
Batch # 2023-00146 Cheque Date: Oct. 16/23 From: 24987 To: 24988	\$ 4,788.52
EFT Batch # 2023-00148	\$ 58,611.04
<u>Total Accounts Payable</u>	<u>\$ 754,147.90</u>
Cancelled Cheques 24856 - invoice paid by VISA	
<u>Payroll</u>	
Staff Pay Pay Period: # 20 Direct deposit and Cheque # to #	\$ 42,751.39
Staff Pay Pay Period: # 21 Direct deposit and Cheque # to #	\$ 43,861.80
<u>Total Payroll</u>	<u>\$ 86,613.19</u>
<u>Total for Resolution</u>	<u>\$ 840,761.09</u>

**Municipality of Magnetawan**  
**List Of Accounts for Approval**  
Batch: 2023-00141 to 2023-00151

Bank Code - CURR - CURRENT ACCOUNT

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>24964</b> 101	<b>2023-10-06</b>	<b>JIMMY, MCMURDO</b> 1-4-2600-2400 - REC - RECRE/ 1-1-1100-1102 - HST RECEIVA	VOLUNTEER DINNER - OC HSTBIReb Tax Code	675.40 74.60	750.00
<b>24965</b> 11634-02	<b>2023-10-06</b>	<b>NORTHPOINT CATERING</b> 1-4-2600-2015 - REC - EVENTS 1-1-1100-1102 - HST RECEIVA	OCTOBER 2023 DINNER HSTBIReb Tax Code	1,501.00 165.80	1,666.80
<b>24966</b> 24278	<b>2023-10-13</b>	<b>ABC OVERHEAD GARAGE DOORS</b> 1-4-3101-2400 - J - BUILDING M 1-1-1100-1102 - HST RECEIVA	ROADS-BUILDING, REMO HSTBIReb Tax Code	253.36 27.99	281.35
<b>24967</b> 57366 57806 57502	<b>2023-10-13</b>	<b>BEATTY PRINTING</b> 1-4-1300-2010 - TREAS - TAXA 1-1-1100-1102 - HST RECEIVA 1-4-1300-2010 - TREAS - TAXA 1-1-1100-1102 - HST RECEIVA 1-4-1300-2010 - TREAS - TAXA 1-1-1100-1102 - HST RECEIVA	#10 AND #11 WINDOW EN HSTBIReb Tax Code #10 CLOSED ENVELOPES HSTBIReb Tax Code AUGUST NEWSLETTER HSTBIReb Tax Code	527.20 58.23 185.12 20.45 651.59 71.97	585.43 205.57 723.56
			Payment Total:		1,514.56
<b>24968</b> 10438 10421 10427 10378 10360 10357 10337 10382 10392 10277 10232 10405	<b>2023-10-13</b>	<b>CARR AGGREGATES INC</b> 1-4-3011-2010 - A - MATERIALS 1-1-1100-1102 - HST RECEIVA 1-4-3041-2010 - D1 - MATERIAL 1-1-1100-1102 - HST RECEIVA 1-4-3041-2010 - D1 - MATERIAL 1-1-1100-1102 - HST RECEIVA 1-4-3011-2010 - A - MATERIALS 1-1-1100-1102 - HST RECEIVA 1-4-3011-2010 - A - MATERIALS 1-1-1100-1102 - HST RECEIVA 1-4-3011-2010 - A - MATERIALS 1-1-1100-1102 - HST RECEIVA 1-4-3011-2010 - A - MATERIALS 1-1-1100-1102 - HST RECEIVA 1-4-3011-2010 - A - MATERIALS 1-1-1100-1102 - HST RECEIVA 1-4-3011-2010 - A - MATERIALS 1-1-1100-1102 - HST RECEIVA 1-4-3011-2010 - A - MATERIALS 1-1-1100-1102 - HST RECEIVA 1-4-3041-2010 - D1 - MATERIAL 1-1-1100-1102 - HST RECEIVA 1-4-3041-2010 - D1 - MATERIAL 1-1-1100-1102 - HST RECEIVA	A GRAVEL-BRIDGES & CU HSTBIReb Tax Code A GRAVEL-PATCHING/WA: HSTBIReb Tax Code A GRAVEL-PATCHING HSTBIReb Tax Code A GRAVEL & 2" - BRIDGES HSTBIReb Tax Code 2" - BRIDGES & CULVERT HSTBIReb Tax Code 2" - BRIDGES & CULVERT HSTBIReb Tax Code A GRAVEL-BRIDGES & CU HSTBIReb Tax Code 2" - BRIDGES & CULVERT HSTBIReb Tax Code A GRAVEL - BRIDGES & C HSTBIReb Tax Code 2" & A GRAVEL - BRIDGES HSTBIReb Tax Code 2" & A GRAVEL - PATCHIN HSTBIReb Tax Code 2" & A GRAVEL - PATCHIN HSTBIReb Tax Code	500.88 54.65 1,248.37 136.22 254.64 27.79 5,329.87 581.40 1,366.43 148.98 1,149.77 125.37 760.75 83.01 474.97 51.79 713.64 77.87 475.52 51.87 1,447.76 157.90 2,246.99 245.08	555.53 1,384.59 282.43 5,911.27 1,515.41 1,275.14 843.76 526.76 791.51 527.39 1,605.66 2,492.07
			Payment Total:		17,711.52
<b>24969</b> 3RDQTR2023	<b>2023-10-13</b>	<b>CONSEIL SCOLAIRE CATHOLIQUE FRANCO-NOR</b> 1-4-8300-6130 - FS SCHOOL R	FRENCH CATHOLIC EDUC	2,198.52	2,198.52
<b>24970</b>	<b>2023-10-13</b>	<b>EASTHOLME HOME FOR THE AGED</b>			

**Municipality of Magnetawan**  
**List Of Accounts for Approval**  
Batch: 2023-00141 to 2023-00151

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #	GL Account				
3RDQTR2023	1-4-6010-2010 - HOME - EAST	HOME FOR THE AGED-3R		62,950.75	62,950.75
<b>24971</b>	<b>2023-10-13</b>	<b>CONSEIL SCOLAIRE PUBLIC DU NORD-EST DE</b>			
3RDQTR2023	1-4-8300-6110 - FP SCHOOL R	FRENCH PUBLIC EDUC. L		1,930.44	1,930.44
<b>24972</b>	<b>2023-10-13</b>	<b>MAGNETAWAN GRILL AND GROC</b>			
32509836	1-4-2600-2015 - REC - EVENTS	OCT. 11/2023 SENIOR'S D		122.97	
	1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		2.53	125.50
32160092	1-4-7200-2020 - PARKS - SAFE	WATER		29.95	29.95
29304876	1-4-7200-2020 - PARKS - SAFE	WATER		23.96	23.96
49125177	1-4-1200-2010 - ADMIN - OFFIC	SUPPLIES		7.07	
	1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		0.48	7.55
41904687	1-4-1200-2010 - ADMIN - OFFIC	SUPPLIES		10.28	10.28
42418356	1-4-4030-2120 - RECY - OFFIC	WATER		26.96	26.96
32709116	1-4-7200-2020 - PARKS - SAFE	SUPPLIES		11.23	
	1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		1.25	12.48
31526878	1-4-7200-2020 - PARKS - SAFE	WATER		23.96	23.96
33859174	1-4-7300-2010 - HALL - MATER	TEA - HALL		7.99	7.99
				<b>Payment Total:</b>	<b>268.63</b>
<b>24973</b>	<b>2023-10-13</b>	<b>MAP SUNDRIDGE</b>			
844951/3	1-4-7200-2400 - PARKS - REPA	RV WIRE BLADE-PARKS		11.23	
	1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		1.25	12.48
843484/3	1-4-2005-7140 - MAG STATION	DEF & WASHER FLUID-FC		166.64	
	1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		18.41	185.05
796566/3CR	1-4-3101-2080 - J - SMALL TOC	SMALL TOOLS CR		-102.10	
	1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		-11.27	-113.37
				<b>Payment Total:</b>	<b>84.16</b>
<b>24974</b>	<b>2023-10-13</b>	<b>JIM MOORE PETROLEUM</b>			
624734	1-4-3222-2070 - TR22 - REPAIF	MOTOR OIL-ROADS FLEE		234.96	
	1-4-3226-2070 - TR26 - REPAIF	MOTOR OIL-ROADS FLEE		234.96	
	1-4-3227-2070 - TR27 - REPAIF	MOTOR OIL-ROADS FLEE		234.96	
	1-4-3228-2070 - TR28 - REPAIF	MOTOR OIL-ROADS FLEE		234.96	
	1-4-3229-2070 - TR29 - REPAIF	MOTOR OIL-ROADS FLEE		234.95	
	1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		129.80	1,304.59
<b>24975</b>	<b>2023-10-13</b>	<b>M&amp;L SUPPLY FIRE &amp; SAFETY</b>			
018663	1-4-2000-7130 - FD - EQUIPME	SCBA SERVICING-FD		1,428.99	
	1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		157.84	1,586.83
<b>24976</b>	<b>2023-10-13</b>	<b>NIPISSING-PARRY SOUND CATHOLIC DISTRICT</b>			
3RDQTR2023	1-4-8300-6120 - ES SCHOOL R	ENGLISH CATHOLIC EDU		4,113.42	4,113.42
<b>24977</b>	<b>2023-10-13</b>	<b>NEAR NORTH DISTRICT SCHOOL BOARD</b>			
3RDQTR2023	1-4-8300-6100 - EP SCHOOL R	3RD QTR 2023 SCHOOL L		282,579.22	282,579.22
<b>24978</b>	<b>2023-10-13</b>	<b>NORTH BAY PARRY SOUND DISTRICT HEALTH</b>			
OCTOBER2023	1-4-6400-2010 - HEALTH - HEA	OCTOBER 2023 HEALTH L		3,874.51	3,874.51
<b>24979</b>	<b>2023-10-13</b>	<b>Hydro One Networks</b>			
0309SEPT2023	1-4-7200-2030 - PARKS - HYDF	18 MILLER RD. TWSP		130.69	
	1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		16.02	146.71
3189OCT2023	1-4-3800-5016 - STREET - ROC	14 CONCESSION LOT 18		33.31	
	1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		3.93	37.24

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Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
5146	OCT2023	1-4-2000-2029 - FD - HYDRO -	225 SIDERD 15 16 N	30.67	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	3.76	34.43
8809	SEPT2023	1-4-3101-2030 - J - HYDRO	18 MILLER RD-NEW GAR/	339.72	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	41.48	381.20
3087	OCT2023	1-4-3800-5014 - STREET - AHM	00 HWY 124 AHMIC HARB	53.44	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	6.56	60.00
2621	SEPT2023	1-4-2006-2030 - AHMIC STATIC	60 AHMIC ST	50.24	
		1-4-7700-2030 - AHMIC - HYDR	60 AHMIC ST	98.53	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	14.27	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	6.17	169.21
6780	SEPT2023	1-4-7205-2030 - P - HYDRO	6527 HWY 124	30.65	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	3.76	34.41
			Payment Total:		863.20
<b>24980</b>	<b>2023-10-13</b>	<b>ORKIN CANADA CORPORATION</b>			
C-4196236		1-4-7700-2400 - AHMIC - REPA	AHMIC HARBOUR-RODEN	90.00	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	11.70	101.70
C-4212119		1-4-7300-2400 - HALL - REPAIF	MAG HALL-RODENT & WA	286.94	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	37.30	324.24
			Payment Total:		425.94
<b>24981</b>	<b>2023-10-13</b>	<b>OSIM INTERACTIVE</b>			
23115		1-4-1200-2135 - ADMIN - WEBE	WEBSITE CHANGES	297.65	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	32.88	330.53
<b>24982</b>	<b>2023-10-13</b>	<b>SERVICE 1 MUFFLERS &amp; MORE</b>			
6406		1-4-3226-2070 - TR26 - REPAIF	DIESEL EXHAUST FLUID-4	253.80	
		1-4-3222-2070 - TR22 - REPAIF	DIESEL EXHAUST FLUID-4	253.80	
		1-4-3227-2070 - TR27 - REPAIF	DIESEL EXHAUST FLUID-4	253.80	
		1-4-3228-2070 - TR28 - REPAIF	DIESEL EXHAUST FLUID-4	253.80	
		1-4-3229-2070 - TR29 - REPAIF	DIESEL EXHAUST FLUID-4	253.81	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	140.15	1,409.16
1506CR		1-4-3226-2070 - TR26 - REPAIF	TRUCK #26 REPAIRS	-45.27	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	-5.00	-50.27
			Payment Total:		1,358.89
<b>24983</b>	<b>2023-10-13</b>	<b>SDB TRUCK &amp; EQUIPMENT REPAIRS</b>			
13074		1-4-3229-2070 - TR29 - REPAIF	TRUCK #29 RR SIGNAL LI	111.94	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	12.36	124.30
13040		1-4-3226-2070 - TR26 - REPAIF	TRUCK #26 MONTHLY INS	152.64	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	16.86	169.50
			Payment Total:		293.80
<b>24984</b>	<b>2023-10-13</b>	<b>SPECTRUM TELECOM GROUP LTD</b>			
C1296027		1-4-2000-2053 - FD - COMMUN	TOWER RENTAL-FIRE AN	203.52	
		1-4-3101-2053 - J - COMMUNIC	TOWER RENTAL-FIRE AN	203.52	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	44.96	452.00
<b>24985</b>	<b>2023-10-13</b>	<b>WEEKS CONSTRUCTION</b>			
93869		1-4-3213-2072 - COM - FLOATI	COMPACTOR FLOATING (	677.32	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	74.81	752.13
<b>24986</b>	<b>2023-10-13</b>	<b>D.M. WILLS ASSOCIATES</b>			
24459		1-4-3011-8000 - A - CULVERT/E	UPDATE TENDER PKG-OF	1,096.47	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	121.11	1,217.58

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<b>24987</b>	<b>2023-10-16</b>	<b>ACTION FIRST AID</b>			
75248		1-4-2000-7132 - FD - EQUIPME	AED REPLACEMENT MATI	556.63	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	61.48	618.11
<b>24988</b>	<b>2023-10-16</b>	<b>TOWNSHIP OF RYERSON</b>			
RTO 2023-026D		1-4-2000-1500 - FD - REGIONA	2ND QTR FIRE TRAINING	4,170.41	4,170.41
<b>24989</b>	<b>2023-10-25</b>	<b>ADAMS BROS. CONSTRUCTION LTD.</b>			
166552		1-4-4020-2020 - LF - LATRINE I	MONTHLY TOILET RENTA	152.64	
		1-4-4030-2015 - RECY - LATRII	MONTHLY TOILET RENTA	152.64	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	33.72	339.00
<b>24990</b>	<b>2023-10-25</b>	<b>407 ETR</b>			
20231010		1-4-3101-1310 - J - CONFEREN	ROADS CONFERENCE	40.89	40.89
<b>24991</b>	<b>2023-10-25</b>	<b>AGRICULTURE FORESTRY CONSTRUCTION INC</b>			
4525		1-4-3216-2070 - BH3 - REPAIR:	BH #3 REPAIRS	184.32	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	20.36	204.68
4493		1-4-3213-2070 - COM - REPAIR	COMPACTOR,DOZER, & E	292.56	
		1-4-3214-2070 - DOZ - REPAIR	COMPACTOR,DOZER, & E	175.54	
		1-4-3218-2070 - BH5 - REPAIR:	COMPACTOR,DOZER, & E	283.78	
		1-4-3219-2070 - LOADER - REF	COMPACTOR,DOZER, & E	117.02	
		1-4-3216-2070 - BH3 - REPAIR:	COMPACTOR,DOZER, & E	292.56	
		1-4-3217-2070 - BH4 - REPAIR:	COMPACTOR,DOZER, & E	351.07	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	167.07	1,679.60
4476		1-4-3217-2070 - BH4 - REPAIR:	BH #4 REPAIRS	676.72	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	74.74	751.46
4479		1-4-3218-2070 - BH5 - REPAIR:	BH #5 REPAIRS	876.38	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	96.80	973.18
			Payment Total:		3,608.92
<b>24992</b>	<b>2023-10-25</b>	<b>Township Of Armour</b>			
ARM 23-106		1-4-2200-1010 - BLEO - WAGE:	BLEO SEPTEMBER HOUR	2,213.90	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	244.53	2,458.43
<b>24993</b>	<b>2023-10-25</b>	<b>ARNSTEIN LAWN AND GARDEN COMPANY INC.</b>			
01-134714		1-4-7200-2010 - PARKS - MATE	PARKS SUPPLIES	240.23	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	26.53	266.76
<b>24994</b>	<b>2023-10-25</b>	<b>BRANDT TRACTOR LTD.</b>			
7226077		1-4-3211-2070 - GR - REPAIRS	GRADER REPAIRS	307.23	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	33.94	341.17
7226076		1-4-3211-2070 - GR - REPAIRS	GRADER REPAIR PARTS	566.25	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	62.55	628.80
			Payment Total:		969.97
<b>24995</b>	<b>2023-10-25</b>	<b>BELL CANADA</b>			
3620OCT.2023		1-4-4020-2120 - LF - OFFICE	LANDFILL OFFICE-OCTOE	97.12	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	10.72	107.84
<b>24996</b>	<b>2023-10-25</b>	<b>Bell Mobility</b>			
9447OCT.2023		1-4-1200-2052 - ADMIN - CELL	CELL TELEPHONES-OCTO	415.26	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	45.93	461.19
<b>24997</b>	<b>2023-10-25</b>	<b>BELL MOBILITY INC</b>			
50066875OCT2		1-4-2000-2053 - FD - COMMUN	10/2023-TOWER RENTAL-	59.89	



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			1-4-3101-2053 - J - COMMUNIC	10/2023-TOWER RENTAL-	59.88	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	13.23	133.00
<b>24998</b>	<b>2023-10-25</b>	<b>Canadian Tods Limited</b>				
115231530			1-4-2300-2300 - ED - ADVERTI:	2024 ANNUAL SIGNAGE F	1,526.40	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	168.60	1,695.00
115238007			1-4-2300-2300 - ED - ADVERTI:	2024 ANNUAL SIGNAGE F	885.31	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	97.79	983.10
				Payment Total:		<u>2,678.10</u>
<b>24999</b>	<b>2023-10-25</b>	<b>CARR AGGREGATES INC</b>				
10491			1-4-3041-2010 - D1 - MATERIAL	A GRAVEL - ALBERT&BEA'	1,244.64	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	135.80	1,380.44
10497			1-4-3041-2010 - D1 - MATERIAL	A GRAVEL-ALBERT ST. & I	237.25	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	25.89	263.14
10489			1-4-3041-2010 - D1 - MATERIAL	A GRAVEL-PATCHING/WA:	1,719.91	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	187.65	1,907.56
				Payment Total:		<u>3,551.14</u>
<b>25000</b>	<b>2023-10-25</b>	<b>COMWAVE</b>				
326807			1-4-1200-2050 - ADMIN - TELEI	VOIP LINES-OCTOBER.20	58.05	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	6.09	64.14
<b>25001</b>	<b>2023-10-25</b>	<b>CURRIE TRUCK CENTRE</b>				
0457024P			1-4-3228-2070 - TR28 - REPAIF	TRUCK #28 MUD FLAP	100.97	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	11.15	112.12
<b>25002</b>	<b>2023-10-25</b>	<b>DISTRICT OF PARRY SOUND SOCIAL SERVICES</b>				
4THQTR2023			1-4-6200-2710 - SOCIAL - DSS,	4TH QTR MUNICIPAL LEV	79,126.38	79,126.38
<b>25003</b>	<b>2023-10-25</b>	<b>DEAN'S AUTO CARE</b>				
22447			1-4-7210-2070 - TR10 - REPAIF	OIL CHANGE-PARKS TRU	180.04	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	19.89	199.93
<b>25004</b>	<b>2023-10-25</b>	<b>CINDY LEGGETT</b>				
20230930			1-4-2600-2400 - REC - RECREA	SEPT. 7-28/2023 EXCERC	1,120.00	1,120.00
<b>25005</b>	<b>2023-10-25</b>	<b>Sam Dunnett</b>				
20231004			1-4-1000-2010 - COUNCIL - MA	MILEAGE - CAPB	42.86	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	4.74	47.60
<b>25006</b>	<b>2023-10-25</b>	<b>ECOVUE CONSULTING SERVICES</b>				
21-2125-107-2			1-4-8010-5012 - PLN - OFFICIA	MAGNETAWAN PLANNINC	457.92	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	50.58	508.50
21-2125-108			1-4-8010-5012 - PLN - OFFICIA	MAGNETAWAN PLANNINC	796.27	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	87.96	884.23
21-2125-214			1-4-8010-5012 - PLN - OFFICIA	ZONING BY-LAW UPDATE	946.37	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	104.53	1,050.90
				Payment Total:		<u>2,443.63</u>
<b>25007</b>	<b>2023-10-25</b>	<b>ENGLOBE CORP.</b>				
00143160			1-4-3052-2010 - E2 - MATERIAL	MATERIAL TESTING-SALT	651.27	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	71.93	723.20
<b>25008</b>	<b>2023-10-25</b>	<b>ENVIRONMENTAL 360 SOLUTIONS LTD.</b>				
L-220366			1-4-7200-2010 - PARKS - MATE	OCT 1-10/23 TOILET RENT	54.17	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	5.98	60.15

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L-220364			1-4-7500-2010 - LOCKS - MATE	OCT 1-10/2023-TOILET RE	53.23	
			1-4-7100-2400 - WHARFS - RE	OCT 1-10/2023-TOILET RE	54.17	
			1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	6.92	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	5.98	120.30
L-220365			1-4-3700-2010 - PARKING - MA	OCT 1-10/2023 TOILET RE	54.17	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	5.98	60.15
L-220368			1-4-7100-2400 - WHARFS - RE	OCT 1-10/2023 TOILET RE	54.17	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	5.98	60.15
L-218629			1-4-7100-2400 - WHARFS - RE	SEPT.2023 TOILET RENT/	167.90	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	18.55	186.45
L-218562			1-4-3700-2010 - PARKING - MA	SEPT.2023 TOILET RENT/	167.90	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	18.55	186.45
L-218563			1-4-7200-2010 - PARKS - MATE	SEPT.2023 TOILET RENT/	167.90	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	18.55	186.45
L-218561			1-4-7500-2010 - LOCKS - MATE	SEPT.2023 TOILET RENT/	330.00	
			1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	42.90	372.90
				Payment Total:		1,233.00
<b>25009</b>	<b>2023-10-25</b>	<b>NORRIE KLYDE E</b>				
263109			1-4-3101-2020 - J - SAFETY SL	SAFETY SUPPLIES-KN BC	178.33	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	19.67	198.00
<b>25010</b>	<b>2023-10-25</b>	<b>FREIGHTLINER NORTH BAY</b>				
RN09403			1-4-3222-2070 - TR22 - REPAIF	TRUCK #22-INSTALL MIRF	401.37	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	44.33	445.70
RN093690			1-4-3222-2070 - TR22 - REPAIF	TRUCK #22 BACK UP BEE	1,286.94	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	142.15	1,429.09
RN09430			1-4-3222-2070 - TR22 - REPAIF	TRUCK #22 REPAIR AIRLI	344.97	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	38.10	383.07
				Payment Total:		2,257.86
<b>25011</b>	<b>2023-10-25</b>	<b>FOWLER CONSTRUCTION COMPANY</b>				
011542			1-2-1000-1086 - TENDER DEPO	2023-01 TENDER DEPOSIT	42,000.00	42,000.00
73185			1-4-3031-2010 - C1 - MATERIAL	COLD MIX ASPHALT-PATC	2,014.43	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	222.50	2,236.93
				Payment Total:		44,236.93
<b>25012</b>	<b>2023-10-25</b>	<b>INSERVUS MANAGEMENT SYSTEMS</b>				
1705			1-4-2000-7130 - FD - EQUIPME	BUNKER GEAR CLEANING	460.22	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	50.89	511.11
<b>25013</b>	<b>2023-10-25</b>	<b>KIDD'S HOME HARDWARE BUILDING CENTRE</b>				
2922369			1-4-7200-2010 - PARKS - MATE	SUPPLIES	111.93	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	12.36	124.29
2921499			1-4-4030-2080 - RECY - SMALL	SUPPLIES	198.43	
			1-4-4020-2080 - LF - SMALL TC	SUPPLIES	198.42	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	43.84	440.69
				Payment Total:		564.98
<b>25014</b>	<b>2023-10-25</b>	<b>KELLOGG ERICA E</b>				
20231012			1-4-1200-1310 - ADMIN - CONF	MILEAGE AND EXP. REIMI	19.60	
			1-4-4020-1410 - LF - TRAINING	MILEAGE AND EXP. REIMI	12.99	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	2.16	34.75
<b>25015</b>	<b>2023-10-25</b>	<b>LLOYD BARRY</b>				

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Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
S-J-92		1-4-7700-8000 - AHMIC - CAPI	AHMIC DIGITAL SIGN WIR	515.19	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	66.97	582.16
<b>25016</b>	<b>2023-10-25</b>	<b>BRANDT LAURA</b>			
4430		1-4-2600-2400 - REC - RECREA	HALLOWEEN TREATS-LIC	322.82	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	35.66	358.48
<b>25017</b>	<b>2023-10-25</b>	<b>MAGNETAWAN BUILDING CENTRE (PARKS)</b>			
104-95729		1-4-7200-2010 - PARKS - MATE	ICE MELT	1,245.18	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	137.53	1,382.71
104-96375		1-4-7100-2400 - WHARFS - REI	SUPPLIES	86.96	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	9.61	96.57
104-96374		1-4-7100-2400 - WHARFS - REI	SUPPLIES	58.81	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	6.49	65.30
101-128187		1-4-7200-2010 - PARKS - MATE	PALLET - CM	-40.70	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	-4.50	-45.20
102-47521		1-4-1200-2010 - ADMIN - OFFIC	GARBAGE CAN - CM	-16.28	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	-1.80	-18.08
102-48023		1-4-7200-2400 - PARKS - REPA	AHMIC LAKE RD. HOG WE	45.78	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	5.06	50.84
102-48071		1-4-7300-2010 - HALL - MATER	SUPPLIES	354.57	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	46.09	400.66
101-127405		1-4-7200-2010 - PARKS - MATE	SUPPLIES	18.31	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	2.02	20.33
101-128646		1-4-7300-2400 - HALL - REPAIF	SUPPLIES	5.69	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	0.74	6.43
102-48072		1-4-7300-2010 - HALL - MATER	SUPPLIES	46.97	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	6.11	53.08
101-129151		1-4-7200-2010 - PARKS - MATE	SUPPLIES	27.47	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	3.03	30.50
102-48618		1-4-4300-2010 - W-SYS - MATE	SUPPLIES	137.27	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	15.17	152.44
102-48517		1-4-7300-2400 - HALL - REPAIF	SUPPLIES	3.14	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	0.41	3.55
101-129001		1-4-7300-2010 - HALL - MATER	SUPPLIES	275.55	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	35.82	311.37
101-129208		1-4-7200-2010 - PARKS - MATE	SUPPLIES	11.90	
		1-4-1200-2010 - ADMIN - OFFIC	SUPPLIES	12.20	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	2.66	26.76
102-48524		1-4-7300-2400 - HALL - REPAIF	SUPPLIES	54.13	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	7.04	61.17
104-95905		1-4-7200-2400 - PARKS - REPA	ICE MELT-SUPPLIES	-525.41	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	-58.03	-583.44
104-95776		1-4-7200-2010 - PARKS - MATE	SUPPLIES	6.57	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	0.73	7.30
101-128273		1-4-7300-2010 - HALL - MATER	OFFICE LIGHT	39.18	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	5.09	44.27
101-128098		1-4-7300-2010 - HALL - MATER	SUPPLIES	80.28	
		1-4-7200-2010 - PARKS - MATE	SUPPLIES	90.38	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	10.44	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	9.98	191.08

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Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
102-47784		1-4-5010-2010 - CEM - MATERI	SUPPLIES	34.59	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	3.82	38.41
101-128102		1-4-5010-2010 - CEM - MATERI	SUPPLIES	9.16	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	1.01	10.17
102-47511		1-4-1200-2010 - ADMIN - OFFIC	SUPPLIES	25.43	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	2.81	28.24
			Payment Total:		2,334.46
<b>25018</b>	<b>2023-10-25</b>	<b>MAGNETAWAN BUILDING CENTRE (ROADS)</b>			
102-48490		1-4-3228-2070 - TR28 - REPAIF	SUPPLIES	44.63	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	4.93	49.56
101-128953		1-4-3101-2120 - J - OFFICE	WATER	38.94	38.94
101-128954		1-4-3101-2010 - J - MATERIALS	SUPPLIES	18.31	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	2.02	20.33
103-119834		1-4-3101-2020 - J - SAFETY SL	SUPPLIES	21.36	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	2.36	23.72
104-96034		1-4-3101-2080 - J - SMALL TOC	SUPPLIES	62.05	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	6.86	68.91
			Payment Total:		201.46
<b>25019</b>	<b>2023-10-25</b>	<b>MAGNETAWAN BUILDING CENTRE (FIRE DEPT.)</b>			
104-96310		1-4-2005-7140 - MAG STATION	SUPPLIES	41.16	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	4.55	45.71
<b>25020</b>	<b>2023-10-25</b>	<b>MAGNETAWAN BUILDING CENTRE (LANDFILL)</b>			
101-127644		1-4-4030-2120 - RECY - OFFIC	WATER	12.98	
		1-4-4020-2120 - LF - OFFICE	WATER	12.98	25.96
104-96450		1-4-4020-2010 - LF - MATERIAL	SUPPLIES	36.61	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	4.05	40.66
101-128500		1-4-4020-2120 - LF - OFFICE	SUPPLIES	17.67	
		1-4-4030-2120 - RECY - OFFIC	SUPPLIES	17.67	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	2.48	37.82
104-96238		1-4-4030-2120 - RECY - OFFIC	SUPPLIES	17.29	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	1.91	19.20
			Payment Total:		123.64
<b>25021</b>	<b>2023-10-25</b>	<b>MAP SUNDRIDGE</b>			
845373/3		1-4-3228-2070 - TR28 - REPAIF	TRUCK #28-RUST PAINT	44.37	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	4.90	49.27
845372/3		1-4-3228-2070 - TR28 - REPAIF	TRUCK #28-PRIMER	72.72	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	8.03	80.75
			Payment Total:		130.02
<b>25022</b>	<b>2023-10-25</b>	<b>MAC LANG (SUNDRIDGE) LIMITED</b>			
CCCS201403		1-4-3101-2080 - J - SMALL TOC	FUEL PUMP	1,165.09	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	128.69	1,293.78
09282023CX		1-4-3101-2080 - J - SMALL TOC	DISCOUNT COUPON	-100.00	-100.00
			Payment Total:		1,193.78
<b>25023</b>	<b>2023-10-25</b>	<b>MINISTER OF FINANCE</b>			
3020092310311		1-4-2500-2010 - PROTECT - PC	AUGUST OPP LSR BILLIN	39,043.00	39,043.00
3027092313431		1-4-2500-2010 - PROTECT - PC	LSR CSPT GRANT 420310	-1,322.00	-1,322.00
			Payment Total:		37,721.00
<b>25024</b>	<b>2023-10-25</b>	<b>MINISTER OF FINANCE</b>			
61225		1-1-1400-1250 - PREPAID EXP	CROFT LANDFILL PERMIT	64.24	

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			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	7.10	71.34
<b>25025</b>	<b>2023-10-25</b>	<b>HURONIA ALARM &amp; FIRE SECURITY INC.</b>				
1252558			1-4-7300-2400 - HALL - REPAIF	ALARM SYSTEM 10/01/23-	444.00	
			1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	57.72	501.72
<b>25026</b>	<b>2023-10-25</b>	<b>A MIRON TOPSOIL LTD</b>				
2460			1-4-3041-2010 - D1 - MATERIAL	B GRAVEL & FILL SAND-P	560.79	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	61.94	622.73
<b>25027</b>	<b>2023-10-25</b>	<b>JIM MOORE PETROLEUM</b>				
630238			1-4-3101-2023 - J - DYED DIES	DYED DIESEL	775.97	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	85.71	861.68
630237			1-4-3101-2022 - J - CLEAR DIE	CLEAR DIESEL	1,709.29	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	188.79	1,898.08
630598			1-4-3101-2021 - J - PREMIUM C	PREMIUM GASOLINE	1,391.43	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	153.69	1,545.12
630597			1-4-3101-2023 - J - DYED DIES	DYED DIESEL	38.17	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	4.22	42.39
630596			1-4-3101-2022 - J - CLEAR DIE	CLEAR DIESEL	373.27	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	41.23	414.50
631107			1-4-3101-2022 - J - CLEAR DIE	CLEAR DIESEL	1,544.56	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	170.60	1,715.16
631108			1-4-3101-2023 - J - DYED DIES	DYED DIESEL	723.90	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	79.96	803.86
631571			1-4-3101-2021 - J - PREMIUM C	PREMIUM GASOLINE	1,484.53	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	163.97	1,648.50
631560			1-4-3101-2022 - J - CLEAR DIE	CLEAR DIESEL	1,030.66	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	113.84	1,144.50
631561			1-4-3101-2023 - J - DYED DIES	DYED DIESEL	552.32	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	61.01	613.33
				Payment Total:		10,687.12
<b>25028</b>	<b>2023-10-25</b>	<b>MOORE PROPANE LIMITED</b>				
23024150			1-4-4020-2024 - LF - PROPANE	PROPANE-CHAPMAN LF	428.73	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	47.35	476.08
124754			1-4-4020-2024 - LF - PROPANE	CHAPMAN LF-TANK RENE	61.06	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	6.74	67.80
23024128			1-4-4030-2024 - RECY - PROP/	PROPANE-CROFT LF	385.75	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	42.61	428.36
				Payment Total:		972.24
<b>25029</b>	<b>2023-10-25</b>	<b>MHBC PLANNING LIMITED</b>				
5031447			1-1-1100-1125 - A/R - WIENS	MAGNETAWAN-WIENS CC	228.96	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	25.29	254.25
5031244			1-1-1100-2030 - A/R DAVISON	DAVISON-79 WEST WHAL	238.12	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	26.30	264.42
5031241			1-1-1100-1125 - A/R - WIENS	MAGNETAWAN-WIENS CC	239.14	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	26.41	265.55
5031245			1-1-1100-1162 - A/R- ZHANG	YANG-597 FORDS ROAD	464.03	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	51.25	515.28
5031242			1-1-1100-1139 - A/R - KLAHANI	MAGNETAWAN-CAMP KL/	902.61	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	99.70	1,002.31

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5031246		1-1-1100-2020 - A/R - AHMIC L	AHMIC LAKE ENTERPRISI		66.14	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		7.31	73.45
5031448		1-1-1100-1139 - A/R - KLAHANI	MAGNETAWAN-CAMP KL/		575.96	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		63.62	639.58
				Payment Total:		3,014.84
<b>25030</b>	<b>2023-10-25</b>	<b>MUNICIPAL PROPERTY ASSESSMENT</b>				
1800034048		1-4-1300-2320 - TREAS - PROF	4TH QTR SUPPORT SERV		23,306.67	23,306.67
<b>25031</b>	<b>2023-10-25</b>	<b>NIPISSING-EAST PARRY SOUND MUTUAL AID</b>				
2023		1-4-2000-1310 - FD - CONFERE	ASSOCIATION DUES 2023		50.00	50.00
<b>25032</b>	<b>2023-10-25</b>	<b>NEAR NORTH LABORATORIES INC.</b>				
98361		1-4-4300-2010 - W-SYS - MATE	OCTOBER.2023-WATER S		145.65	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		16.09	161.74
<b>25033</b>	<b>2023-10-25</b>	<b>NORTHPOINT CATERING</b>				
11635		1-4-2600-2015 - REC - EVENTS	NEW YEARS CATERING		1,840.13	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		187.87	2,028.00
<b>25034</b>	<b>2023-10-25</b>	<b>NORTHERN LIGHTS CHARCUTERIE</b>				
EST0008		1-4-2600-2015 - REC - EVENTS	NOAA JURIED SHOW		451.82	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		49.90	501.72
<b>25035</b>	<b>2023-10-25</b>	<b>KEN BLACK</b>				
20240629		1-4-2600-2015 - REC - EVENTS	DEPOSIT-CANADA DAY		200.00	200.00
20231201		1-4-2600-2015 - REC - EVENTS	DEPOSIT-TREE LIGHTING		200.00	200.00
				Payment Total:		400.00
<b>25036</b>	<b>2023-10-25</b>	<b>WASTE CONNECTIONS OF CANADA INC.</b>				
7113-00003350-		1-4-4010-4010 - GARBAGE - C	SEPTEMBER.2023 WASTE		1,925.69	
		1-4-4030-4012 - RECY - RECY	SEPTEMBER.2023 WASTE		2,451.38	
		1-4-4020-4022 - LF - RUBBISH/	SEPTEMBER.2023 WASTE		9,780.64	
		1-4-4030-4014 - RECY - RECY	SEPTEMBER.2023 WASTE		5,478.66	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		2,168.91	21,805.28
<b>25037</b>	<b>2023-10-25</b>	<b>PINCHIN LTD.</b>				
1608078		1-4-4020-5025 - LF - MONITOF	2023 LANDFILL FALL MON		6,131.05	
		1-4-4020-5020 - LF - MONITOF	2023 LANDFILL FALL MON		5,153.14	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		1,246.38	12,530.57
1608566		1-4-4020-3040 - LF - ENGINEEI	CHAPMAN LEACHATE MA		2,266.28	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		250.32	2,516.60
				Payment Total:		15,047.17
<b>25038</b>	<b>2023-10-25</b>	<b>POLLARD DISTRIBUTION INC</b>				
8610		1-4-3045-2010 - D5 - MATERIAL	ROADS-DUST CONTROL		5,538.85	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		611.79	6,150.64
<b>25039</b>	<b>2023-10-25</b>	<b>RICH HOWARD</b>				
20231017		1-4-2600-2015 - REC - EVENTS	NEW YEARS EVE BAND		300.00	300.00
<b>25040</b>	<b>2023-10-25</b>	<b>Red Stallion</b>				
01462		1-4-3101-2010 - J - MATERIALS	SHOP SUPPLIES-ROADS		296.66	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code		32.77	329.43
<b>25041</b>	<b>2023-10-25</b>	<b>RSM BUILDING CONSULTANTS INC.</b>				
2827		1-4-2100-1010 - CBO - WAGES	BUILDING DEPT.		7,295.60	

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		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	805.82	8,101.42
<b>25042</b>	<b>2023-10-25</b>	<b>SLING-CHOKER MFG. (NORTH BAY) LTD.</b>			
102061		1-4-3101-2080 - J - SMALL TOC	SMALL TOOL SUPPLIES	300.02	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	33.14	333.16
101858		1-4-3101-2020 - J - SAFETY SL	SAFETY SUPPLIES	125.34	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	13.84	139.18
101859		1-4-3101-2020 - J - SAFETY SL	SAFETY SUPPLIES	145.26	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	16.05	161.31
101718		1-4-3101-2010 - J - MATERIALS	BOOSTER CABLES	86.49	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	9.55	96.04
			Payment Total:		729.69
<b>25043</b>	<b>2023-10-25</b>	<b>SILVER SCREEN PRINTING</b>			
2295		1-4-1200-2010 - ADMIN - OFFIC	STAFF SHIRTS	26.42	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	2.92	29.34
<b>25044</b>	<b>2023-10-25</b>	<b>CHARLES SAUNDERS</b>			
#19CANADIANT		1-4-3101-2080 - J - SMALL TOC	TOOL CABINET FOR SHO	661.43	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	73.06	734.49
VH17981		1-4-3101-1310 - J - CONFEREN	DRIVERS EXAM - REIMBU	290.00	290.00
			Payment Total:		1,024.49
<b>25045</b>	<b>2023-10-25</b>	<b>SCIENCE NORTH</b>			
JUNE292024		1-4-2600-2015 - REC - EVENTS	CANADA DAY 2024	232.70	232.70
<b>25046</b>	<b>2023-10-25</b>	<b>STAPLES BUSINESS ADVANTAGE</b>			
64426955		1-4-1200-2010 - ADMIN - OFFIC	OFFICE SUPLIES	185.47	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	20.48	205.95
64237876		1-4-3101-2120 - J - OFFICE	OFFICE SUPLIES	17.29	
		1-4-1200-2010 - ADMIN - OFFIC	OFFICE SUPLIES	81.67	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	10.93	109.89
64407810		1-4-3101-2120 - J - OFFICE	OFFICE SUPPLIES	63.13	
		1-4-1200-2010 - ADMIN - OFFIC	OFFICE SUPPLIES	65.09	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	14.16	142.38
64287187		1-4-4020-2120 - LF - OFFICE	PHONE CASE-OFFICE SU	40.69	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	4.50	45.19
64381936		1-4-2600-2400 - REC - RECREA	AWARD CERTIFICATES	34.58	
		1-4-1200-2010 - ADMIN - OFFIC	AWARD CERTIFICATES	30.81	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	7.22	72.61
64287080		1-4-1200-2010 - ADMIN - OFFIC	OFFICE SUPPLIES	144.63	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	15.98	160.61
			Payment Total:		736.63
<b>25047</b>	<b>2023-10-25</b>	<b>SELECTCOM</b>			
5173595		1-4-1200-2050 - ADMIN - TELEI	PHONE LINES OCTOBER.	709.95	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	75.92	785.87
<b>25048</b>	<b>2023-10-25</b>	<b>SAM'S COUNTRY CLEANING</b>			
1439		1-4-3101-2400 - J - BUILDING M	OFFICE MAINTENANCE	45.79	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	5.06	50.85
1447		1-4-3101-2120 - J - OFFICE	OFFICE MAINTENANCE	45.79	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	5.06	50.85
			Payment Total:		101.70
<b>25049</b>	<b>2023-10-25</b>	<b>AJ STONE COMPANY LTD</b>			

**Municipality of Magnetawan  
List Of Accounts for Approval  
Batch: 2023-00141 to 2023-00151**

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
178410		1-4-2000-7130 - FD - EQUIPME	FITTING-FD	588.67	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	65.02	653.69
<b>25050</b>	<b>2023-10-25</b>	<b>TERRASPEC ENGINEERING INC.</b>			
27995		1-4-2000-8000 - FD - CAPITAL	MAG FIRE HALL FOUNDA	10,872.06	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	1,200.86	12,072.92
<b>25051</b>	<b>2023-10-25</b>	<b>TIM'S HOME &amp; COTTAGE IMPROVEMENTS</b>			
20231016		1-2-1000-1011 - A/P-PUBLIC TF	DUNNETT INTERNMENT-E	203.52	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	22.48	226.00
<b>25052</b>	<b>2023-10-25</b>	<b>TRACKMATICS INC</b>			
41255		1-4-3101-2045 - J - GPS MONIT	GPS TRACKING-PUBLIC V	487.43	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	53.84	541.27
41205		1-4-2110-2045 - CBO VEHICLE	GPS MONITORING-BUILD	35.62	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	3.93	39.55
41189		1-4-7200-2045 - PARKS - GPS I	GPS MONITORING-PARKS	106.85	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	11.80	118.65
			Payment Total:		699.47
<b>25053</b>	<b>2023-10-25</b>	<b>WHITE, GARY JOSEPH</b>			
G325181		1-4-2000-1410 - FD - VOLUNTE	SECTOR CHECK REIMBUI	131.00	131.00
20230918		1-4-2000-1410 - FD - VOLUNTE	DRIVER ABSTRACT REIM	24.00	24.00
			Payment Total:		155.00
<b>25054</b>	<b>2023-10-25</b>	<b>XEROX CANADA LTD</b>			
85750603		1-4-1200-2140 - ADMIN - COPY	COPYING EXPENSES-09%	445.61	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	49.22	494.83
<b>25055</b>	<b>2023-10-25</b>	<b>YOLKOWSKIE, FRANCINE</b>			
G832300		1-4-2000-1410 - FD - VOLUNTE	SECTOR CHECK REIMBUI	41.00	41.00
20230915		1-4-2000-1410 - FD - VOLUNTE	DRIVER'S ABSTRACT REI	24.00	24.00
			Payment Total:		65.00
			Total COMPUTER CHEQUE:		695,536.86

**ONLINE BANKING**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>OCT. 13</b>	<b>2023-10-13</b>	<b>MINISTER OF FINANCE EFT</b>			
SEPT.2023		1-2-1000-1045 - EHT PAYABLE	SEPT.2023 EHT REMITTAI	4,079.57	4,079.57
<b>SEPT. 27</b>	<b>2023-09-27</b>	<b>RECEIVER GENERAL</b>			
SEPT. 1-15/23		1-2-1000-1047 - CPP PAYABLE	SEPT. 1-15/2023 PAYROLI	5,324.18	
		1-2-1000-1048 - EI PAYABLE	SEPT. 1-15/2023 PAYROLI	1,465.50	
		1-2-1000-1049 - INCOME TAX F	SEPT. 1-15/2023 PAYROLI	9,465.72	16,255.40
SEPT. 1-15/202		1-2-1000-1047 - CPP PAYABLE	SEPT. 1-15/2023 PAYROLI	1,108.88	
		1-2-1000-1048 - EI PAYABLE	SEPT. 1-15/2023 PAYROLI	761.74	
		1-2-1000-1049 - INCOME TAX F	SEPT. 1-15/2023 PAYROLI	2,245.22	4,115.84
			Payment Total:		4,115.84
<b>SEPT. 28</b>	<b>2023-09-28</b>	<b>OMERS EFT</b>			
AUGUST.2023		1-2-1000-1022 - OMERS PAYAI	AUGUST PENSION REMIT	30,649.20	30,649.20
			Total ONLINE BANKING:		55,100.01

**AUTOMATIC WITHDRAWAL**



**Municipality of Magnetawan  
List Of Accounts for Approval**  
Batch: 2023-00141 to 2023-00151

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>OCT. 31</b>	<b>2023-10-31</b>	<b>MUNISOFT</b>			
2023/24-02703		1-4-1300-2200 - TREAS - ACCC	1,000 PAYABLE CHEQUES	532.29	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	58.79	591.08
2023/24-02702		1-4-1300-2200 - TREAS - ACCC	PAYROLL CHQS. - 500	383.17	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	42.32	425.49
			Payment Total:		<u>1,016.57</u>
<b>OCT. 9</b>	<b>2023-10-09</b>	<b>LAKELAND POWER - EFT</b>			
073239SEPT20:		1-4-3800-5012 - STREET - MAC	MAG STREET LIGHTS	710.52	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	88.67	799.19
073252SEPT20:		1-4-3800-5012 - STREET - MAC	4304 HWY 520	1,041.92	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	130.04	1,171.96
076283SEPT20:		1-4-7200-2030 - PARKS - HYDF	4135 HWY 520 PARK	112.85	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	14.08	126.93
077271SEPT20:		1-4-3800-5012 - STREET - MAC	SPARKS ST STLGT	91.93	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	11.47	103.40
076598SEPT20:		1-4-3800-5012 - STREET - MAC	61 SPARKS ST	39.37	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	4.91	44.28
072693SEPT20:		1-4-7600-2030 - HERITAGE - H	4205 HWY 520	95.41	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	11.91	107.32
072642SEPT20:		1-4-2005-2030 - MAG STATION	81 ALBERT ST. FIRE	125.70	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	15.68	141.38
			Payment Total:		<u>2,494.46</u>
			Total AUTOMATIC WITHDRAWAL:		<u>3,511.03</u>
			Total CURR:		<u>754,147.90</u>

Certified October 25, 2023

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Treasurer

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**BY-LAW NO. 2023-**

Being a By-law to amend By-law No. 2001-26, as amended, the Zoning By-law for the Corporation of the Municipality of Magnetawan with respect to lands located on Plan 319 Lot 20 E/S Miller St, Municipality of Magnetawan, (Roll: 494402000210000).

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

**AND WHEREAS** in 2023 Council of the Municipality of Magnetawan supported a request from the Langford Family Investments to deem the above noted parcel to be included in Plan 319 Lot 19 E/S Miller St, Lots 18 & 19 Plan 319W/S Richmond Street;

**AND WHEREAS** the owner of the subject lands has filed an application with the Municipality of Magnetawan to amend By-law 2001-26 as amended to include Plan 319 Lot 20 E/S Miller St into the CV-2 Exception Zone as per By-law No.2015-13;

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

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

1. Schedule "B", to Zoning By-law No. 2001-26 as amended, is further amended by zoning lands legally described as on Plan 319 Lot 20 E/S Miller in the former geographic Township of Chapman, now in the Municipality of Magnetawan from the "Village Residential" (RV) to the "Village Commercial Exception Zone (CV-2) as shown on Schedule "A" attached forming part of this By-law.
2. Notwithstanding the provisions of this By-law to the contrary, only the following uses are permitted on lands zoned "Village Commercial Exception Two (CV-2) Zone";
  - Boat Storage
  - Business, professional and administrative offices
  - Day Nursery
  - Marine Sales and Service Establishment
  - Parking Lot
  - Personal Service Shop
  - Post Office
  - Retail Store
  - Residential dwelling units located on the second storey of a building or to the rear of the main building.
3. Notwithstanding the provisions of this By-law to the contrary, only the following uses are permitted on lands zoned "Village Commercial Exception Two (CV-2) Zone";
  - The Minimum Front Yard shall be 3 metres (10 feet) and be maintained as a vegetated buffer.
  - The Minimum Interior Side Yard shall be 3 metres (10 feet) and be maintained as a vegetated buffer.
  - The Minimum Rear Yard shall be 3 metres (10 feet) and be maintained as a vegetated buffer.
4. In all other respects, the provisions of By-law 2001-26, as amended shall apply.

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

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto this 25<sup>th</sup> day of October 2023.

THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN

Sam Dunnett, Mayor

Kerstin Vroom, CAO/Clerk

Schedule "A"  
Plan 319 Lot 20 E/S Miller St  
Geographic Township of Chapman  
Municipality of Magnetawan



Lands to be rezone from Village Residential to Village Commercial Exception Two (CV-2)

This is Schedule "A" to Zoning By-law No.  
2023-\_\_ Adopted October 25, 2023.

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Sam Dunnett, Mayor

## THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

### BY-LAW NO. 2023 -

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

---

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

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

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

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

1. **THAT** Jason Newman is hereby appointed as the Municipal By-Law Enforcement Officer.
2. **THAT** the title of Municipal By-law Enforcement Officer shall include the additional roles and responsibilities of Animal Control Officer, Livestock-Valuer, Weed Inspector, and Property Standards Officer.
3. **THAT** the Agreement attached hereto as Appendix "A" between The Municipal Corporation of the Township of Armour and The Corporation of the Municipality of Magnetawan be entered into by the municipality.
4. **THAT** the Mayor and the Clerk be authorized to execute all documentation necessary to fulfill the Agreement.
5. **THAT** the Agreement entered into between The Municipal Corporation of the Township of Armour and The Corporation of the Municipality of Magnetawan is hereby ratified and confirmed, when signed by all parties.
6. **THAT** THE Clerk of the Township of Armour is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, semantic or descriptive nature of kind to the by-law and schedule(s) as may be deemed necessary after the passage of this bylaw, where such modifications or corrections do not alter the intent of the by-law.
7. **THAT** the position of Municipal By-Law Enforcement Officer shall be considered a contract position; and therefore, will not be entitled to any other benefits of the Municipality except those as stipulated in the Contract Agreement.
8. **THAT** Jason Newman shall be deemed to be an Officer and Representative of the Municipal Corporation when acting in the scope of their duties.

9. **THAT** this By-law shall come into force and effect on the date of its passing.
10. **THAT** By-law 2023-05 and any other previously relevant by-law(s) be hereby repealed effective the date of passing of this By-law.

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto, this 25th day of October 2023.

**THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN**

---

Mayor

---

Clerk

**SERVICE AGREEMENT**

**BETWEEN**

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR**

**AND**

**THE MUNICIPALITY OF MAGNETAWAN**

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

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

**AND WHEREAS** the Township of Armour and the Municipality of Magnetawan agree that the By-Law Enforcement Officers shall be employees of the Township of Armour;

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

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

1. THAT the Municipality of Magnetawan shall use the By-Law Enforcement Officers for 20 hours per week during the term of this agreement. Every effort shall be made to ensure the availability of the By-Law Enforcement Officers, but it is recognized that the hours must remain flexible and that some hours may be required during weekends. The By-Law Enforcement Officers shall not perform any contract work which may place him/her in conflict.
2. THAT the Municipality of Magnetawan shall pay the Township of Armour the current average rate at which the Township of Armour is remunerating their By-Law Enforcement Officers for each hour worked for their municipality, plus a 40% premium to cover the cost of benefits and vacation time, plus HST.
3. THAT the Municipality of Magnetawan shall pay for any mileage incurred by the By-Law Enforcement Officers while working for their municipality, at a rate listed in Schedule B of this agreement. Mileage billed shall be based on the daily log of the By-Law Enforcement Officers. Mileage shall be applicable from the By-Law Enforcement Officer's departure from the Township of Armour's municipal office at 56 Ontario Street, Burk's Falls, Ontario.
4. THAT the Municipality of Magnetawan agrees to share any other costs which may be generated by the By-Law Enforcement Officer positions on the same percentage basis as the number of hours the By-Law Enforcement Officers do for the Municipality of Magnetawan.
5. THAT the Township of Armour shall invoice the Municipality of Magnetawan a

minimum of 20 hours per week on a monthly basis for the period completed.

- 6. THAT the Municipality of Magnetawan agrees to provide whatever administrative assistance is required in their respective office and will be responsible to provide office supplies required by the By-Law Enforcement Officers while working on their behalf.
- 7. THAT in the event of prosecution by or against a By-Law Enforcement Officer in the territorial jurisdiction of the each of the parties, each party shall be responsible for any costs arising from such legal proceedings, as well as legal representation of their own choosing.
- 8. THAT the Municipality of Magnetawan agrees to maintain an insurance policy to and covering the By-Law Enforcement Officer and his/her related performance or non-performance of services, within its jurisdiction, for the entire term of this agreement. Proof of such insurance policy must be forwarded to the Township of Armour.

**Appendix "A"**  
**By-Law # -2023 - Page 2 of 7**

- 9. THAT the Municipality of Magnetawan agrees on behalf of themselves, their successors and assigns, to indemnify and save harmless the Township of Armour, its servants and agents from and against any actions, causes of actions, damages, suits, claims and demands whatsoever which may arise, either directly or indirectly, out of the performance or non-performance of the services provided herein and in connection with the carrying out of the provisions of the agreement.
- 10. THAT any dispute arising from the administration of this agreement shall be resolved by the Clerk of the Township of Armour. If the decision of the Clerk is not satisfactory to one of the parties, the matter can be referred to the Council of the Township of Armour.
- 11. THAT this agreement shall be in place from January 1<sup>st</sup>, 2024 to December 31<sup>st</sup>, 2026. Thereafter, it may be renewed by the parties on whatever mutually acceptable basis is determined.
- 12. Any party may cancel their participation in this agreement by serving the other parties, written notice of their intention, ninety (90) days in advance of the date of termination.
- 13. This agreement constitutes the entire agreement between the parties.

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

Dated at the Township of Armour

\_\_\_\_\_  
MAYOR

this \_\_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_  
CLERK

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

Dated at the Municipality of Magnetawan

\_\_\_\_\_

MAYOR

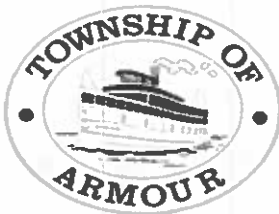
this \_\_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_

CLERK

**Appendix "A"**  
**By-Law # -2023 – Page 3 of 7**

**Schedule "A" – By-law Enforcement Officers Agreement – Page 1 of 4**



**POSITION DESCRIPTION**  
**SENIOR BY-LAW ENFORCEMENT**  
**OFFICER**  
**October 2023**

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**REPORTS TO:**

Clerk

**POSITION PURPOSE:**

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



Coordinates staff and acts as a catalyst to achieve goals on a daily basis. This position shall be based on a flexible schedule and the incumbent shall work within the total hours allocated within a month.

**MAJOR DUTIES & RESPONSIBILITIES:**

1. To provide a variety of inspection, advisory and enforcement services pertaining to legislation and to the by-laws of the municipality.
2. Designated as the Provincial Offences Officer under legislation for legal action on by-laws.
3. Respond to complaints regarding alleged violations, conducts investigations into allegations, urging self-compliance where possible through persuasive discussion and written correspondence to violators.
4. Provides information on by-laws and enforcement conditions.
5. Enforces by-laws through court action when necessary, including preparation of a proper crown brief, notification of witnesses and the issuance of a subpoena to ensure their presence in court.
6. Be prepared to do weekend or evening patrol to observe, make notes and be prepared to charge and give testimony in Provincial Offences Court.
7. Responsible for animal control in the municipality and to pick up dogs without tags and transport them to an animal shelter designated by the municipality.
8. Must have a system in place to receive complaints 24 hours a day as complaints shall be forwarded directly to the By-Law Enforcement Officer.
9. Communicates with all By-law Enforcement staff to ensure fair and equitable sharing of tasks and responsibilities and promote by-law enforcement efficiency.
10. Acts as point of contact in the Clerk's absence.
11. Performs such other related duties as may reasonably be required by the Clerk.
12. Attends Council meetings as required.

**EDUCATION / EXPERIENCE / SKILLS:**

1. Requires post-secondary plus completion of By-law course. Equivalent to High School plus one year.
2. Successful completion of By-Law Compliance Enforcement and Investigative Skills Level 1 or equivalent.

## **Schedule "A" – By-law Enforcement Officers Agreement – Page 2 of 4**

3. Minimum 4 years related experience or field investigative experience.
4. Must have excellent verbal and written communication skills and ability to relate to elected officials, peers, and the public in a professional manner.
5. Must have a good understanding of regulatory by-laws legislation and rules.
6. Must have a good knowledge of investigation, note taking and evidence gathering techniques.
7. Must have a good knowledge of court processes and procedures and emergency response techniques.
8. Must have a valid G driver's license and access to a vehicle.

### **Independence of Action**

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

### **Mental Effort**

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

### **Physical Effort**

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

### **Dexterity**

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

### **Accountability**

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

### **Safety of Others**

Some degree of care is required when in charge of by-law enforcement.

### **Supervision**

This position requires the incumbent to periodically assume some supervisory responsibilities over others.

### **Contacts**

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

## **Working Conditions**

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

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

**Appendix "A"**  
**By-Law # -2023 – Page 5 of 7**

**Schedule "A" – By-law Enforcement Officers Agreement – Page 3 of 4**



**POSITION DESCRIPTION**  
**BY-LAW ENFORCEMENT OFFICER**  
**October 2018**

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### **REPORTS TO:**

Clerk

### **POSITION PURPOSE:**

The By-Law Enforcement Officer is responsible for enforcing municipal by-laws and providing public information to ensure the protection of residents, property and employees. This position shall be based on a flexible schedule and the incumbent shall work within the total hours allocated within a month.

### **MAJOR DUTIES & RESPONSIBILITIES:**

1. To provide a variety of inspection, advisory and enforcement services pertaining to legislation and to the by-laws of the municipality.
2. Designated as the Provincial Offences Officer under legislation for legal action on by-laws.
3. Respond to complaints regarding alleged violations, conducts investigations into allegations, urging self-compliance where possible through persuasive discussion and written correspondence to violators.
4. Provides information on by-laws and enforcement conditions.
5. Enforces by-laws through court action when necessary, including preparation of a proper crown brief, notification of witnesses and the issuance of a subpoena to ensure their presence in court.

6. Be prepared to do weekend or evening patrol to observe, make notes and be prepared to charge and give testimony in Provincial Offences Court.
7. Responsible for animal control in the municipality and to pick up dogs without tags and transport them to an animal shelter designated by the municipality.
8. Must have a system in place to receive complaints 24 hours a day as complaints shall be forwarded directly to the By-Law Enforcement Officer.
9. Performs such other related duties as may reasonably be required by the Treasurer/Deputy-Clerk.
10. Attends Council meetings as required.

**EDUCATION / EXPERIENCE / SKILLS:**

1. Requires post-secondary plus completion of By-law course. Equivalent to High School plus one year.
2. Successful completion of By-Law Compliance Enforcement and Investigative Skills Level 1 or equivalent.
3. Minimum 4 years related experience or field investigative experience.
4. Must have excellent verbal and written communication skills and ability to relate to elected officials, peers, and the public in a professional manner.
5. Must have a good understanding of regulatory by-laws legislation and rules.
6. Must have a good knowledge of investigation, note taking and evidence gathering techniques.

**Appendix "A"**  
**By-Law # -2023 – Page 6 of 7**

**Schedule "A" – By-law Enforcement Officers Agreement – Page 4 of 4**

7. Must have a good knowledge of court processes and procedures and emergency response techniques.
8. Must have a valid G driver's license and access to a vehicle.

**Independence of Action**

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

**Mental Effort**

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

**Physical Effort**

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

**Dexterity**

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

**Accountability**

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

**Safety of Others**

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

**Supervision**

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

**Contacts**

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

**Working Conditions**

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

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

## **MILEAGE RATE POLICY**

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

1. The base rate for reimbursement of mileage, as of the date of approval of this policy, shall be \$0.54 per kilometre and shall be for the price of gasoline ranging from \$0.00 to \$1.39 per litre.
2. For the purpose of this policy, the price of gasoline per litre shall be the rate at the Shell Station located in Burk's Falls, and shall be used on the first day of each and every month.
3. Increases from the \$0.54 base rate shall be based on a \$0.02 increase in the rate per kilometre for each \$0.10 increments that gasoline prices increase, as per the schedule below. The minimum rate shall not be below the rate of \$0.54 per kilometre unless approved by resolution by Council.

Examples:

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

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**BY-LAW NO. 2023-**

**Being a By-law to confirm the proceedings of the of Council October 25, 2023**

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**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 25th day of October 2023.

**THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN**

\_\_\_\_\_  
Mayor

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



October 24, 2023

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

E-mail: [clerk@magnetawan.com](mailto:clerk@magnetawan.com)

Attention: Kerstin Vroom  
Clerk Administrator

**Re: Proposal for Surface Water Assessment**  
Chapman Drive Midden Site  
Pinchin File: 333643

Pinchin Ltd. (Pinchin) is pleased to provide the Municipality of Magnetawan (Client) with the following proposal to complete the Surface Water Assessment for the Chapman Drive Midden Site (the Site) located within the Municipality of Magnetawan, Ontario.

## 1.0 BACKGROUND

The Surface Water Assessment is being completed for the Site in response to the Ministry of the Environment, Conservation and Parks (MECP) request to conduct additional sampling to determine potential impacts to the environment originating from the Site. Surface water samples were previously collected at the Site by a resident on January 18, 2023, and by the MECP on July 25, 2023. The Surface Water Assessment will be completed to collect additional surface water samples to further characterize the potential impacts, determine if additional groundwater quality characterization is required and provide recommendations.

To achieve the project objectives, Pinchin proposes to carry out the surface water assessment at the Site in accordance with the following documents:

- Ontario Regulation (O.Reg.) 232/98, "*Landfilling Sites*", under the Environmental Protection Act;
- MECP, January 2012, "*Landfill Standards: A Guideline on the Regulatory and Approval Requirements for New or Expanding Landfilling Sites*" (MECP Landfill Standards);
- O.Reg. 101/07 Waste Management Projects and MECP, March 2007, "*Guide to Environmental Assessment Requirements for Waste Management Projects*", under the Environmental Assessment Act;
- O.Reg. 347/00 R.R.O. 1990, "*General – Waste Management*", under the Environmental Protection Act;
- MECP, November 2010, "*Monitoring and Reporting for Waste Disposal Sites, Groundwater and Surface Water, Technical Guidance Document*";





- Ontario Ministry of Environment and Energy, July 1994, "*Water Management Policies Guidelines and Provincial Water Quality Objectives*" (PWQO); and
- MECP, December 1996, "*Guidance on Sampling and Analytical Methods for Use at Contaminated Sites in Ontario*" (Sampling Document).

Pinchin will complete the proposed tasks in accordance with the above-mentioned applicable landfill standards and documents to ensure consistency with generally applied professional practices, including the recently released MECP guidance for Monitoring and Reporting for Waste Disposal Sites, Groundwater and Surface Water, Technical Guidance Document.

## **2.0 PROPONENT PROFILE AND CORPORATE EXPERIENCE**

From Victoria, British Columbia, to St. John's, Newfoundland, Pinchin is staffed by a team of over 900 skilled and experienced professional engineers, scientists, industrial hygienists, geologists, technologists, project managers and support staff in over 42 offices across Canada. The proximity of our offices to even remote sites enhance our ability to provide in-depth knowledge of local regulations, legislation and market conditions, as well as an exceptional level of responsiveness and accountability.

Pinchin is a member in good standing of both the Professional Engineer of Ontario and Association of Professional Geoscientist of Ontario. Pinchin Ltd. (Pinchin) is a multidisciplinary consulting firm that provides a wide range of engineering, geosciences, environmental and occupational health and safety solutions across Canada.

The scope of work that Pinchin routinely fulfills for our landfill projects includes:

- Sampling groundwater, surface water and leachate/condensate;
- Recording field observations, including water levels and field measurements;
- Comparing sample values against applicable criteria, including applicable Ministry of the Environment, Conservation and Parks (MECP – formerly known as the Ministry of the Environment and Climate Change - MOECC) standards;
- Preparing interim reports that include description of sampling locations, sampling methodology, results, recommendations, figures and drawings;
- Preparing final reports that incorporate the information of the interim reports, along with trend analysis; and
- Project management meetings and progress updates.



Pinchin has extensive experience conducting environmental sampling at contaminated sites across Canada. The project staff dedicated to this project have significant background in landfill projects, particularly for groundwater, surface water, leachate and landfill gas monitoring. Each of the landfills operated within a Certificate of Approval or Environmental Compliance Approval, and each project was completed on time and on budget.

Pinchin has been actively involved in landfill management since its inception over 25 years ago and possesses significant experience in all aspects of landfill engineering, monitoring and closure for both non-hazardous and hazardous waste disposal facilities. Pinchin is currently responsible for the completion of annual monitoring for groundwater, surface water and landfill gas at over 50 landfill and sewage lagoon sites across Ontario. Of these monitoring programs, approximately half are multi-year contracts with lengths ranging from three to five years. In addition to these annual monitoring programs, Pinchin is currently involved in various landfill projects requiring regular liaison with regulators including the MECP, as well as other government agencies, such as the Ministry of Transportation and the Ministry of Natural Resources and Forestry. For various sites at which Pinchin conducts annual monitoring, Pinchin also assists with capacity assessments, amendments to ECAs, Development and Operations Plans, Closure Plans, financial assurance estimates and other documents to be submitted to the MECP in addition to the annual monitoring reports.

### **3.0 ORGANIZATION AND PROJECT TEAM**

**Tim McBride, B.Sc., P.Geo., QP<sub>ESA</sub>, Director, Northern Ontario**

Mr. McBride will be designated as the Project Manager for the project. Mr. McBride is a graduate of the University of Waterloo, Bachelor of Science – Applied Earth Sciences (Cooperative Program) and has over twenty-five years of experience in environmental site assessments (Phase I, II and III ESAs), environmental impact monitoring, production and observation well installations, geotechnical and environmental drilling, groundwater modeling, hydrogeological evaluations, landfill siting and monitoring, soil and groundwater assessments, sub watershed studies, water well interference studies, remedial planning and development and implementation of decommissioning plans. His experience includes the provision of technical expertise for a wide variety of closure and remediation investigations, including a hydrogeological assessment and installation of an interception well system for a landfill derived leachate plume, several pre-development baseline environmental investigations for consideration during closure planning and numerous annual monitoring reports for various sites across Northern Ontario.

Mr. McBride has supervised and reviewed many different kinds of projects including waste management planning studies, federal environmental assessments, waste disposal site hydrogeological studies, Design & Operations Plans, landfill monitoring (municipal and wood-waste with comparison to Guideline



B-7), large diameter well installations (for drinking water, process water and landfill leachate collection), hauled sewage site monitoring and reporting, well-head protection studies, mine tailings assessments, designated substance surveys, geotechnical investigations, soil and ground water inspections and drinking water inspections in both residential and municipal settings.

#### **Alana Valle, B.Eng., EIT., Project Manager**

Ms. Alana Valle is a Project Manager with the Environmental Due Diligence & Remediation group at Pinchin Ltd. and has been employed by Pinchin Ltd. since 2019. Alana holds a Bachelor of Engineering in Environmental Engineering from the University of Guelph and is an Engineering Intern with Professional Engineers Ontario.

Alana has over 5 years of environmental consulting experience and has completed many projects on behalf of Pinchin Ltd., including landfill monitoring and reporting, hydrogeology assessments, waste capacity assessments, waste management plans and design & operations plans. This experience extends to industrial, commercial and government projects. Alana has been responsible for a variety of projects in which soil, ground water and surface water quality in relation to regulatory standards and compliance evaluations were investigated, analyzed and reported upon. Alana is currently managing and coordinating the landfill monitoring and reporting program requirements for over 70 waste management sites in Ontario, including scheduling the field work, ensuring all required analytical components are achieved, completing the data review and compilation, and reporting.

## **4.0 WORK PLANS AND DELIVERABLES**

### **4.1 Sampling and Data Collection Program**

The scope of work for the environmental surface water sampling will consist of the following activities:

#### ***Surface Water Sample Collection***

- Pinchin will mobilize to the Site and collect representative surface water samples at four (4) sampling locations;
- Wherever practical, Pinchin will collect samples and field monitoring at mid-stream rather than nearshore locations. Samples collected from mid-stream reduce the possibilities of contamination (i.e. shore effects - back eddies, seepage from near shore soils, atmospheric components such as pollen concentrating in slow moving water, etc.). Samples will not be taken in back eddies or brackish waters unless required by the monitoring program objectives. If the flow is sufficiently slow that the collector can wade into the stream without risk, then the sample will be collected at a depth that does not



pose a threat. If conditions dictate that the sample be taken from the stream bank, any deviations from the standard protocol will be accurately documented;

- During field measurement collection, surface water monitoring parameters shall be collected from each location using a YSI-556 water quality meter real-time in-situ measurement of field parameters including:
  - DO;
  - Conductivity;
  - pH;
  - Temperature; and
  - ORP.
- Water samples shall be collected from the specified surface water monitoring locations mid-stream and mid-depth to minimize sediment, in accordance with the MECP Sampling Document. Upon completion of field sampling and monitoring activities, all samples collected shall be submitted for analyses to a laboratory accredited by the Canadian Association for Laboratory Accreditation (CALA). All parameters will be tested for using MECP approved procedures and the analytical methods prescribed in the *"Protocol for Analytical Methods Used in the Assessment of Properties under Part XV.1 of the Environmental Protection Act"*, dated March 9, 2004, amended July 1, 2011;
- All surface water samples shall be analysed during the monitoring event at the surface water monitoring locations for parameters listed in Column 3 of Schedule 5 of the MECP Landfill Standards; and
- Surface water sample results will be compared to the applicable PWQO criteria.

#### **4.2 Summary Report**

Following completion of water sampling and analysis, Pinchin will prepare a Summary Report for the Site. The report will be prepared by a Qualified Person and will include the following mandatory provisions:

- A detailed map indicating the sampling locations, as well as the location of the approximate Site area;
- A description of the field work completed and the methodology utilized for sample collection;
- A review of the surface water quality data and comparison to the water quality data to the PWQO;
- Conclusions and recommendations for additional monitoring and next steps for the Site.



## 5.0 QUALITY ASSURANCE PLAN

Pinchin employs a number of quality management systems and standard operating practices designed to ensure the delivery of every project and complete Client satisfaction. Our quality management systems ensure the consistent delivery of our services, reports and specifications Pinchin has developed, for all aspects of our work, systems to ensure the consistent quality and delivery of our services, reports and specifications. Some of the most effective are as follows:

- **Standardized Meeting Process:** For all meetings, Pinchin will prepare or contribute to a written agenda to ensure that meetings are kept on point and discussion items are relevant to the meeting objective. For meetings run by Pinchin, we commit to submitting Agendas at least 3-5 business days ahead of time, so participants can adequately prepare for the meeting. Minutes with action items will be forwarded to the meeting participants within 2 business days following the meeting.
- **Standardized, Pre-reviewed Documentation and Report Formats:** It has been recognized by Pinchin for many years that quality control for Clients can be best met by utilizing the information which specialists within the Company possess. In order to ensure that the information is available to all personnel, Pinchin utilizes master documents which have been developed by key specialists across Canada and reviewed by National "focus groups". The focus groups meet face to face or by teleconference four times per year. This ensures that our documents remain up to date and they also incorporate local requirements.
- **Senior Review of Documents:** All documents issued by Pinchin are subject to peer review by a specialist in the same group. A signed review checklist sheet is prepared by the report author and submitted to the reviewer with the report, who then in turn signs off the review process. This signed review sheet is maintained for all projects within the project file.
- **Equipment Maintenance and Calibration:** All equipment used during project assignments is maintained and calibrated in accordance with our field procedures and manufacturer's instructions. All calibration records are maintained within the project file.
- **Use of Accredited Laboratories:** Pinchin has agreements with nearly a dozen accredited laboratories in Canada and the United States which ensures the highest level of quality. Pinchin uses only laboratories certified by the Canadian Environmental laboratories Association to test for environmental parameters.



- **Field Audits:** As a performance verification process, Pinchin conducts periodic audits of team members. This includes Project Managers attending field sites to observe activities and verify that expected standards and practices are being followed.

Pinchin uses recognized industry standards, including the Canadian Council of Ministers of the Environment (CCME) Subsurface Assessment Handbook for Contaminated Sites and MECP's manual on "Guidance on Sampling and Analytical Methods for Use at Contaminated Sites in Ontario" for conducting environmental assessments. For quality assurance, all work is supervised and internally reviewed by senior staff members.

Where applicable, field sampling equipment decontamination will be completed in accordance with accepted protocols. As a minimum, sampling equipment is washed with detergent solution and rinsed with distilled water between sampling. Decontamination procedures will vary depending on the project nature and will be undertaken to prevent any cross-contamination between sampling sites. Screening instruments are calibrated periodically.

Laboratory blanks and duplicates will also be used to ensure sample integrity. Samples will be placed in appropriate sample containers provided by the laboratory and preserved (as required based on type of analysis) until delivered (shipped by courier or hand delivered) to the laboratory for analysis. A chain of custody form will accompany samples at all points of handling.

## **6.0 COST OF SERVICES**

The estimated cost for the completion of the Surface Water Assessment for the Chapman Drive Midden Site is estimated to be **\$6,500.00**. This cost does not include 13% Harmonized Sales Tax (HST).

This cost estimate assumes that Pinchin will pay the sub-contractors directly. The costs for the work program are based on a time plus disbursements basis and will be invoiced monthly. Incidental disbursements (faxes, photocopies, long distance, computer usage, etc.) will be invoiced at 6% of fees. Out of office disbursements will be charged at cost plus 10% and mileage will be billed at \$0.60/km. The overall costs for each Site are to represent a maximum upset limit.

Our estimated cost is based on Pinchin's current knowledge of site conditions and the client's requirements. Should conditions vary during the course of the investigation, Pinchin reserves the right to modify this workplan; however, no budgetary changes will be made without written authorization from the client.

The estimate in this proposal will be honoured for a period of 90 days, after which Pinchin reserves the right to review the costing.



The proposed services are subject to the Terms and Conditions given in the "Authorization to Proceed" contract form as attached in Appendix I.

## 7.0 CLOSING

We trust that the information provided herein is sufficient for the Client to evaluate Pinchin's proposal. To authorize Pinchin to initiate the activities, please sign and date the attached Authorization to Proceed, Limitation of Liability and Terms of Engagement (Appendix I) and e-mail an electronic (pdf) copy of the executed Authorization to Proceed, Limitation of Liability and Terms of Engagement to Alana Valle at [avalle@pinchin.com](mailto:avalle@pinchin.com). If you have any questions, or require additional information, please do not hesitate to contact the undersigned. We look forward to working with you on this assignment.

We look forward to working with you on this agreement.

Sincerely,

**Pinchin Ltd.**

Prepared by:

Alana Valle, B.Eng., EIT  
Project Manager

705.521.0560

[avalle@pinchin.com](mailto:avalle@pinchin.com)

Reviewed by:

Tim McBride, B.Sc., P.Geo., QP<sub>ESA</sub>  
Practice Specialist – Hydrogeology  
Director, Northern Ontario

705.521.0560

[tmcbride@pinchin.com](mailto:tmcbride@pinchin.com)

Encl.: Appendix I – Authorization to Proceed, Limitation of Liability and Terms of Engagement

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Template: Groundwater Monitoring and Sampling Proposal Template EDR, October 20, 2022

**APPENDIX I**  
**Authorization to Proceed, Limitation of Liability and Terms of Engagement**





# Authorization to Proceed, Limitation of Liability & Terms of Engagement

Date: October 24, 2023	Pinchin Project Name: Surface Water Assessment	
Client: Municipality of Magnetawan	Pinchin Project Number: 333643	Project Value: <b>\$6,500.00</b> (plus applicable taxes)
Site Address: Chapman Drive Midden Site, Magnetawan, Ontario	Pinchin Project Manager: Alana Valle	
	Pinchin Project Manager e-mail: <a href="mailto:avalle@pinchin.com">avalle@pinchin.com</a>	

This confirms Municipality of Magnetawan (Client) authorizes Pinchin Ltd. (Pinchin) to proceed with the performance of services as outlined in our proposal dated October 24, 2023, for a value of \$6,500.00 (plus applicable taxes). The proposal (if any) and the terms of this Authorization to Proceed, Limitation of Liability and Terms of Engagement constitute the entire agreement between Pinchin and Client.

## Terms and Conditions

1. Client is to identify all known actual and potential hazardous conditions that exist within the building, on the property or in the area of work including but not limited to the presence of confined spaces, work at heights, areas causing heat stress, traffic, pinch points and actual or potential environmental contamination. Client is to identify any specific training required for access and entry to the building, property and area of work and to provide any necessary site-specific training at its own cost to Pinchin staff, its contractors and subcontractors. Client must provide safe access to the site and compliance with all applicable safety codes and standards for matters under the control of Client which could affect the safety of Pinchin staff, its contractors and subcontractors on site.
2. Pinchin makes no representations or warranties whatsoever, either expressed or implied, as to its findings, recommendations, plans, specifications or professional advice and including concerning the legal significance of its findings, or as to other legal matters touched on in the report, including but not limited to ownership of any property or the application of any law to the facts set forth herein. With respect to regulatory compliance issues, regulatory statutes are subject to interpretations and these interpretations may change over time and Pinchin undertakes no, and expressly disclaims, any obligation to advise Client of such change.
3. **In the event of any claim of any nature whatsoever by Client against Pinchin, its staff, officers, directors, shareholders, agents, contractors and subcontractors (collectively "Pinchin"), including but not limited to claims based on negligence and/or breach of contract, the total aggregate liability of Pinchin shall be limited to the lesser of: (i) any actual damages incurred by the client. (ii) all fees actually paid by Client to Pinchin in connection with the specific project in respect of which the claim is being made.**
4. **Pinchin will not be responsible for any consequential, incidental or indirect damages, including but not limited to financial losses, credit and property transactions, financing costs, property values, loss of profit or revenue, permitting/licensing issues, follow-up actions and costs. Pinchin shall not be liable for the failure of any manufactured product or system of components which are supplied by Pinchin to perform in accordance with the manufacturer's specifications or other product literature on which Pinchin reasonably relied. Pinchin will only be liable for direct damages resulting from negligence and/or breach of contract of Pinchin. Pinchin will not be liable for any losses or damage if Client has failed, within a period of two (2) years following the date upon which the claim is discovered, to commence legal proceedings against Pinchin to recover such losses or damage ("Claim Period") unless the laws of the jurisdiction which governs the limitation period which is applicable to such claim provides that the applicable limitation period is greater than the Claim Period and cannot be abridged by this Agreement, in which case the Claim Period shall be deemed to be extended by the shortest additional period which results in this provision being legally enforceable.**
5. If Client brings any form of claim against any third party relating to the work and if the third party claims against Pinchin for contribution and indemnity, Client shall not seek to recover and waives any right to recover from the third party any portion of any losses or damage which may be attributed to the fault or negligence of Pinchin.
6. Pinchin's proposal was prepared for the consideration of Client only. Its contents may not be used by or disclosed to any party without prior written consent from Pinchin.
7. Pinchin's proposal shall be open for acceptance for a period of thirty (30) days from date of issue. The acceptance period may be extended by mutual agreement of the Client and Pinchin in writing. Pinchin reserves the right to revise the proposal beyond the stated acceptance period.
8. Any work performed by Pinchin will be conducted in accordance with generally accepted engineering or scientific practices current in this geographical area at the time the work is performed.



9. Client acknowledges that risks arise from subsurface and hidden conditions that even comprehensive testing and analysis may fail to detect and that actual conditions may differ from those inferred from inspection, testing and analysis. Pinchin can only comment on the conditions observed on the date(s) the assessment is performed.
10. The work will be limited to those locations and/or areas and/or materials of concern identified by Client or scope of work as outlined in our proposal. Other areas of concern may exist but will not be investigated within the scope of this assignment.
11. Any budget and work estimates provided are preliminary and subject to verification and change unless otherwise agreed.
12. Information provided by Pinchin is intended for Client use only. Pinchin will not provide copies of reports, results or information to any party other than Client, unless Client, in writing, requests information to be provided to a third party or unless disclosure by Pinchin is required by law. Unless consented to by Pinchin, which consent may be unreasonably and/or arbitrarily withheld, any use by a third party, of reports or documents authored by Pinchin, or any reliance by a third party on or decisions made by a third party based on the findings described in said documents, is the sole responsibility of such third parties. Pinchin accepts no responsibility for damages, suffered by any third party as a result of decisions made or actions conducted by any party.
13. As used in this Agreement, "Work Product", means without limitation all reports, plans, data, writings, notes, drawings, art work, templates, documents, products, ideas, formulas, inventions, research, programs, derivative works, processes, procedures, techniques, scientific methods, designs, technologies, forms, formulas, discoveries, know-how, improvements and any and all products of any type, including all rights and claims, prepared in part or in full by Pinchin.
14. Pinchin shall exclusively own the copyright and all other intellectual property rights in all "Work Product" including rights to claim Scientific Research and Development Tax Claims. The services and documents provided by Pinchin under the terms of this agreement are "Work Made for Hire" and are the sole and exclusive property of Pinchin; they are provided to Client for one time use only. To the extent that any other Intellectual Property Rights of, or under the control of, Pinchin are embodied or otherwise required to exploit the "Work Product", Pinchin grants Client a revocable worldwide, exclusive, one-time license under all such Intellectual Property Rights as required, in accordance with the terms of this agreement.
15. Notwithstanding any other provision, Pinchin reserves the exclusive right to pool data provided by, or produced for, Client at its sole discretion and to use that data to aid in the completion of any and all future projects. Pinchin will utilize de-identification processes which may include, but are not limited to, pseudonymizing or anonymizing the data to preserve client confidentiality. Pinchin will ensure that all identifiable and pooled data is protected and stored securely through the use of appropriate processes and technologies, which may include, but are not limited to, data encryption and the use of the principle of least privilege.
16. Client agrees to indemnify, defend, and hold harmless Pinchin, its affiliates, and their officers, directors, employees, agents, and subcontractors against all claims, demands, suits, liabilities, costs, expenses (including reasonably incurred legal fees), damages and losses suffered or incurred by Pinchin arising out of any actual or alleged infringement of intellectual property rights arising out of Client's use of "Work Product" or any other items provided by Pinchin to Client.
17. Invoices will be issued monthly or upon project completion unless otherwise agreed. Applicable taxes (GST, HST, QST) are additional. Amounts not received within thirty 30 days of invoice date will bear interest thereafter at a rate of 1.5% per month (18% per annum) until paid.

#### **Acceptance Authorizes:**

1. The release, to Pinchin, of information requested in connection with this work. Pinchin undertakes to maintain the confidentiality of all such information ("Information").
2. The release by Pinchin of Information to others necessary to perform the work.
3. Entry and access to all areas of the property and buildings on the property, by Pinchin staff or representatives, as required, to perform the proposed services. Client shall identify limitations, conditions or terms regarding entry and access ("Access Restrictions").

It is understood that Client will be liable for all additional costs incurred by Pinchin in the performance of the proposed work caused by changes to the terms, delays, postponements or cancellations or other unseen or unknown conditions that are beyond the control of Pinchin including, without limitation, delays caused by failure to provide Information on a timely basis or Access Restrictions not revealed to Pinchin prior to the date hereof.

By signing below Client provides authorization to proceed and accepts the terms and conditions outlined above and in the referenced proposal (if applicable). In the event Pinchin provides services requested by Client, in addition to those identified above or in the proposal (where applicable), Client agrees to compensate Pinchin either on a time and material basis using the



Surface Water Assessment  
 Chapman Drive Midden Site, Magnetawan, Ontario  
 Municipality of Magnetawan

**Authorization to Proceed**  
 Limitation of Liability & Terms of Engagement  
 October 24, 2023  
 Pinchin File: 333643

Pinchin standard rates (in effect at the time the service is provided), or as per a written amendment to the terms and conditions originally agreed upon.

**Authorized Representative Acceptance of Contract:**

Signature:	
Name, Title:	
Company Name:	
Date:	

**Address Pinchin's Invoice to:**

PO Number:	
Company Name and Mailing Address:	
Contact Name (responsible for approving the invoice for payment):	
Contact Phone Number:	
Contact Email Address:	
Email Invoice to (if different than contact above e.g. ap@pinchin.com):	

**Billing: 2360 Meadowpine Blvd. Unit 2, Mississauga, ON L5N 6S2, | PH: 1.855.746.2446**

Pinchin Project Manager: Alana Valle	Pinchin Project Number: 333643	Project Value: \$6,500.00 (plus applicable taxes)
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 Template: Master Authorization to Proceed, EDR ONLY, HO, July 12, 2022



Surface Water Assessment  
Chapman Drive Midden Site, Magnetawan, Ontario  
Municipality of Magnetawan

**Authorization to Proceed**  
**Limitation of Liability & Terms of Engagement**  
October 24, 2023  
Pinchin File: 333643

**Payment Methods Accepted by Pinchin**

<b>Pay by Cheque</b>	<b>Pay by EFT or Wire Payments</b>	<b>Pay by Interac E-Transfer</b>
Remit payment to: Pinchin Ltd. 2360 Meadowpine Blvd, Unit 2, Mississauga, ON L5N 6S2	Remitters in Canada: Pinchin Ltd. Canadian Imperial Bank of Commerce, Meadowvale Banking Centre 6975 Meadowvale Town Centre Circle, Unit N1, Mississauga, ON L5N 2W7 Account # 6627919 Institution # 010 Transit # 08222 SWIFT/BIC: CIBCCATT Deposit confirmations and/or remittance advice to be sent to <a href="mailto:accountsreceivable@pinchin.com">accountsreceivable@pinchin.com</a>	Contact Pinchin's Accounts Receivable Coordinator (info below).  <b>The Accounts Receivable Coordinator will send a Request Money link in order to execute this transaction.</b>

All payment methods must include reference to the **Pinchin Invoice Number** or the **Pinchin File Number**.

For assistance, contact an Accounts Receivable Coordinator [accountsreceivable@pinchin.com](mailto:accountsreceivable@pinchin.com) or  
905.363.0678 and option 5.

on desk

Langford ZBLA  
Family Investments

**Erica Kellogg**

---

**From:** Terry Dauncey <terrydauncey@hotmail.com>  
**Sent:** October 23, 2023 12:21 PM  
**To:** Erica Kellogg  
**Cc:** Terry Dauncey  
**Subject:** File No. :Langford Family Investment Zoning By-Law Amendment

Good afternoon Erica ,

I am sending this as a written submission only .  
Knowing the rezoning of the lots would permit the uses out lined in the notice I received , I have concerns as fallowed:

( these are not listed in order of priority /concern )

- 1) would the entrance / driveway to lot 20 , be made opposite to my property entrance / driveway ?
- 2) the potential traffic increase on Miller Street , the noise level etc.
- 3 ) the possibility of a negative effect on my real estate value.

Regards,

Terry Dauncey

terrydauncey@hotmail.com

905-823-4575

ON DES K  
10/25/23  
JN

October 23, 2023

Via Email (ekellogg@magnetawan.com)

Erica Kellogg  
Deputy Clerk Planning and Development  
4304 Hwy #520, P.O. Box 70 Magnetawan  
Ontario, Canada  
P0A 1P0

**Re: Concerns with Proposed By-law to License and Regulate the Use of Short-Term Accommodation Properties ("STR") in the Municipality of Magnetawan (the "Proposed By-Law")**

We are counsel for the Association of Responsible Magnetawan STR Owners, a collective of STR owners and operators within the Municipality of Magnetawan (our "Clients" or the "Association"). We are writing as a follow-up to our letters dated September 1<sup>st</sup> and 7<sup>th</sup>, 2023 where we provided details with respect to our Clients concerns regarding the Proposed By-Law and our request that the Municipality reconsider its passage in light of these concerns.

As we understand it, the Municipality released a second draft of the Proposed By-Law dated October 10<sup>th</sup>, 2023 (the "**Revised By-Law**"). While our Clients are pleased to see that some elements of the Proposed By-Law were amended in response to their concerns, other problematic elements remain. Our Clients remain of the view that the Revised By-Law would be illegal if passed because, among other things:

- 1) It is in bad faith and would be illegal.
- 2) It contravenes section 34(9) of the *Planning Act* and section 153(3) of the *Municipal Act* in that it offends the legal non-complying/conforming use rights of property owners in the Municipality and constitutes zoning regulation in the guise of a licensing regime;
- 3) It is so restrictive that it is effectively prohibitory, not regulatory.<sup>1</sup> When a by-law is so restrictive that it makes the activity economically unviable to operate, it is *ultra vires* the power of the municipality and is illegal.<sup>2</sup>

<sup>1</sup> *Treesann Management Inc. v. Richmond Hill (Town)*, 2000 CanLII 5174 (ON CA),

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There are many aspects of the Revised By-Law that are troubling and which would render it illegal and subject to being quashed. While a number of the issues from our previous correspondence remain concerns, below are some of the more problematic aspects of the Revised By-Law.

**The Revised By-Law Remains Effectively Prohibitory, is an Impermissible Regulation of Land Use that can only be regulated under the *Planning Act*, and is in Bad Faith**

As we previously advised, a number of elements in the Revised By-Law are overly restrictive and unduly limit the property rights of owners who previously lawfully operated STRs in the Municipality. In our view, the limitations outlined below effectively limit the viability of an STR in the Municipality in such a restrictive manner that they become prohibitive in all but a select few scenarios.

*Minimum Rental Period and Maximum Number of Renters and Guests*

The Proposed By-Law limits STR owners to a 7-day minimum rental period. It also has unreasonable restrictions on the number of renters and guests. Our view is that these terms of the Proposed By-Law are overly harsh and inhibits property owners' ability to rent their properties and are also, in effect, zoning prohibitions.

The 7-day restriction is problematic especially given the fact that many families and other renters take advantage of weekends to rent a property. Indeed, the minimum rental period will cause an acute loss of revenue from families with school-aged children who cannot take their children away from school from September to June, or who live in condos or rent apartments, and who look forward to weekend getaways outside of the city.

These restrictions are not reasonable and do not apply to properties that are not used for STR purposes despite similar concerns about noise, parking, or level of activity, for example. They are thus discriminatory besides being zoning restrictions in the guise of licensing restrictions.

In the spirit of productive dialogue, our Clients make the recommendation that if the Municipality is determined to maintain the 7-day restriction, it only be maintained between the 1<sup>st</sup> of July and the Labour Day weekend. Outside of that time period our Clients are of the view that a 3-day minimum is more reasonable and recognizes the needs of families and other renters that take advantage of weekends to rent a property.

*One Licence per Structure*

Section 3.2 would only permit one licence per structure. Section 3.3 would prohibit the use of accessory buildings or structures. We note this restriction is particularly concerning when one considers that in a number of cases the Municipality has already approved bedrooms in accessory buildings. These are prohibitory restrictions and would also offend the legal non-complying/conforming use rights.

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The requirements for \$5 million in insurance with the Municipality being a named beneficiary for required insurance is unnecessary and is impossible to obtain. This prohibition alone makes the Proposed By-Law prohibitory as it provides an impossible hurdle for potential applicants.

**Privacy**

Section 3 would permit the publication of personal information on the Municipality's website. The information provided to the Municipality should not be made public and any such publication would offend the privacy rights of hosts in the Municipality.<sup>3</sup> Section 7.5 is also problematic as it impermissibly requires hosts to collect personal information contrary to the Federal privacy law, *PIPEDA*.

**Penalties**

The penalty regime is punitive and lacks any discernible appeal process. The rejection of a license does not have an appeal process nor does the administration of demerit points. Moreover, the administrative monetary penalties (AMPs) may be an illegal criminal provision. Each of these creates a regulatory regime without due process and disregards any due diligence defense.

**Request to Reconsider Revised By-Law**

While our Clients are grateful that the Municipality has listened to some of its concerns the Revised By-Law remains prohibitory. Our Clients urges the Municipality not to proceed with the implementation of the Revised By-Law as presently drafted—a regime that is unduly harsh, improperly prohibitory, and inconsistent with property owners' legal non-conforming/complying use rights.

We reiterate that we have been instructed to advise that if the Revised By-Law is passed in its present form our Clients will be proceeding with bringing an application to quash the Revised By-Law pursuant to section 273(1) of the *Municipal Act*. Of course, our Clients remain prepared to further engage in dialogue with the Municipality where it can work collaboratively with the Municipality to address its concerns with the Revised By-Law.

Yours truly,



Jonathan Nehmetallah  
Associate | Sociétaire

JN

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<sup>3</sup> *MFIPPA s 31*. See also, *Airbnb Ireland UC v Vancouver (City)*, 2023 BCSC 1137.



ON DESK  
OCT. 25/23  
SA

**Erica Kellogg**

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**From:** Short Family <shortfamily@rogers.com>  
**Sent:** October 25, 2023 8:59 AM  
**To:** livingmagnetawan@gmail.com; Councillor Kneller; john.s.hetherington@gmail.com; Jon Hind; sdunnett2@gmail.com; Erica Kellogg  
**Subject:** Support for STR By-Law

Hi Erica, As discussed this can be included in the public record for the meeting today.

Good Afternoon,

Realizing the council meeting is this week I do hope this message is at minimum read for additional support to the initiative.

First off let me say I am fully behind council pushing ahead with the by-law. I have followed the dialogue for over a year but I believe there is a quite majority of property owners who support this by-law but don't get directly involved as we don't have the direct \$\$ at stake as a neighbour vs a STR owner.

I recently completed a year round property on Holden road. Holden Road has multiple STR's including a couple properties that advertise a capacity of 18-20 people. I implore you do not give in to increasing capacity limits on STR's. Regardless of what noise and other by-laws exist having 7-10 cars arrive each week creates a certain amount of noise level 12-14 hours a day. Hot Tubs, Blue Tooth Speakers, Fire Pits, outside yelling and communicating is essentially like living beside a theme park as most activity is outside. This is very different than a property owner having some larger gatherings a couple times a year. The suggestion in the meeting agenda of scaling capacity to septic makes no sense it just increases the ROI on building bigger septic systems which should not be the goal on Lake Cecebe. I believe the intent now is for one dwelling unit which will eliminate the current situation of stuffing people into boathouses and 2nd story garages which is exactly what is happening now.

I also believe the doomsday threats on the local economy are off the mark. Just because someone brings \$ into a community doesn't make it right when it is on the back of other residents who want to enjoy their property. Permanent residents also bring in \$ year round. Renters bring nothing to creating of sense of community, participation, or any kind of commitment to the region. Personally I would rather have a permanent resident supporting the economy 365 days per year than peak season and minimal off season renters.

I truly appreciate what council is doing and support not being influenced by threats of STR owners. STR owners driving the rules is akin to the fox guarding the hen house. It is clear now Federally and Provincially there is more interest in consistency and possible legislation with many studies now linking higher property costs to STR activity. In addition the ambiguity around rules and licensing is now front in centre after a tragic fire in Montreal.

Unfortunately I can't attend the meeting but hope to see continued progress.

Thanks

John Short

ON DBS K  
OCT 25/23  
S

## Erica Kellogg

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**From:** Allison Dias <allisonbergin@hotmail.com>  
**Sent:** October 20, 2023 7:48 AM  
**To:** Erica Kellogg; Sam Dunnett; John Hetherington; Bill Bishop; Councillor Kneller; Jon Hind  
**Subject:** STR Bylaw - Comments

Dear Mr. Mayor, Members of Council and Erica:

We would like to offer our comments in regard to the latest draft of the short-term accommodation bylaw, to be included as public comment for the October 25 council meeting.

### 7-day rental minimum:

This provision would affectively limit any rentals to the summer months as all demand outside of July and August is limited to weekends. A fair compromise would be to have 7-day minimums during the high season of July and August and allow 3-day minimum rentals for the remainder of the year. This allows for more opportunity to bring tourism to Magnetawan while also addressing the idea of ghost cottages.

### Privacy concerns:

We are still trying to rationalize the benefit of listing owners' private information on a public website that can be accessed without any discretion. As this bylaw has been touted as a means to address public safety, amongst other things, this idea completely contradicts that intent. This practice could lead to bad actors targeting these properties with the understanding that they might be vacant, or worse while the residence is being used. To put this into context, we do not see any addresses for the council on the website. If the idea is to allow residents to know where short term rentals are located, we would say under this same logic then all registered trailers under the trailer bylaw should have the same requirement.

The other issue that stands out is the requirement that a guest ledger be handed to the township at upon request. We would essentially have to ask our guests to allow their information to be shared with a third party, should they decline, we would be essentially be put in a position whether to commit an illegal act against the privacy of someone or risk our ability to obtain a license.

### Excessive Fines and demerit points:

We understand that the municipality is trying to make a statement and create a deterrence by having such high fines. Some may be granted, especially when it comes to negligence on the part of the owner, but those that are out of our control and are subjective, are excessive. This practice would invite a court challenge due to the high amount causing the municipality to incur legal fees to defend any contravention. We feel that a review of these amounts and points should be reviewed and made more proportional to the offence.

Items currently missing from this bylaw are as follows:

"Frivolous or Vexatious Complaint" means a complaint not having any serious purpose or value or a complaint that is made for retaliatory or bad faith purposes, or otherwise forms part of a pattern of conduct by the complainant that amounts to an abuse of the complaint process.

Having a provision like this within the bylaw would prevent nuisance complaints without any volition and allow the municipality the ability to recoup money spent investigating these types of complaints.

#### Appeals Process

Another element missing from this bylaw that is found in all other bylaws, is a structured appeal process. This appeal process will deal with all aspects of licencing from suspensions, revocation, and refusal. This type of mechanism will allow applicants and owners to have a fair and transparent licensing process and bylaw.

#### Items requiring more Clarification

Definition outlining the difference between Residential purpose and Commercial Purpose

Please explain why there are 2 different insurance requirements, and also that both insurance liability levels are requiring the town be named as a general liability, as per the draft application.

Thank you, Victor and Allison Dias

## Erica Kellogg

---

**Subject:** FW: Concerned Magnetawan Property Owners

Yes please.

On 2023-10-20 11:48, Erica Kellogg wrote:

*On desk  
Oct 25/23*

Amy and Adam,

Can you please advise if you would like this email to be included in Public Comment for the agenda package.

Thanks,  
Erica

---

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

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**From:** [amy@universalconcepts.ca](mailto:amy@universalconcepts.ca) <[amy@universalconcepts.ca](mailto:amy@universalconcepts.ca)>  
**Sent:** Friday, October 20, 2023 11:38 AM  
**To:** [john.s.hetherington@gmail.com](mailto:john.s.hetherington@gmail.com) <[livingmagnetawan@gmail.com](mailto:livingmagnetawan@gmail.com)>; [sdunnett2@gmail.com](mailto:sdunnett2@gmail.com); [bradkneller@live.com](mailto:bradkneller@live.com);  
Jon Hind <[councillorhind@magnetawan.com](mailto:councillorhind@magnetawan.com)>; Erica Kellogg <[ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)>;  
[livingmagnetawan@gmail.com](mailto:livingmagnetawan@gmail.com)  
**Cc:** [carteradam72@yahoo.com](mailto:carteradam72@yahoo.com)  
**Subject:** Re: Concerned Magnetawan Property Owners  
**Importance:** High

Good morning Mr. Mayor, Members of the Council and Erica,

I appreciate Bill Bishop's response to my last email. Otherwise I didn't receive any response from anyone else. This is beyond disheartening as this issue is a major cause of concern for our family and the town's small businesses. My husband and I have lost many nights sleep worrying about our life saving being lost.

We are deeply concerned with the bylaw that is being voted on next Wednesday. Although we understand that STRs need to be regulated and held accountable for their guests etc. we feel this can be done through a different approach.

Our biggest concerns include the 7 day minimum rental. Visitors don't typically come to Magnetawan for a week at a time outside of July and August for a week at a time. This is common knowledge. Other than trying to banish short term rentals we don't see the logic for such a strict law. This will greatly reduce the visitors we have coming to our town in the offseason and effect our many small businesses negatively.

The insurance component is very troubling as our insurance company has stated that they don't provide what is required to obtain a license.

Also, the licensing fees and fines seem very hefty. We would like to know the reasoning behind these numbers?

We are responsible owners/ renters and are more than willing to work with the township to ensure the beauty of Magnetawan is preserved and the local residence are not being disturbed. We have spoken with many other STR owners and from what we understand we are all committed to the same goal. This CAN be achieved with a reasonable bylaw and OPEN conversations with the Mayor and Council Members. PLEASE change your approach on this.

We hope you consider our concerns and decide to work with us. The current bylaw would make it impossible for us keep our family cottage we've worked so hard for.

Sincerely,

Amy

Amy 905-341-0213

Adam 289-241-2406

On 2023-09-09 14:25, [amy@universalconcepts.ca](mailto:amy@universalconcepts.ca) wrote:

Dear Mr. Mayor and members of the council,

I am writing to you to express my family's utmost concern with the bylaw licensing that is being voted on at this coming council meeting.

My husband and I purchased our cottage in March of 2021. This was truly a dream come true for us and our children. The property we bought had already been running as a STR for the previous 15 years. We poured our heart and soul into making it our own. We are a midclass family that works very hard for what we have. The only way we could afford a cottage at this time of our lives is to rent the cottage out when we aren't using it. Our plan is to retire in the beautiful town of Magnetawan that we have grown to love so dearly over the last couple years. We have made so many wonderful family memories at the cottage with our two young children. If the bylaw is passed the way it is currently written, we deeply fear that we will need to sell our property. We are in favor of a licensing program and understand why it is needed. Unfortunately, the way the bylaw is currently written, it seems that the goal is to banish STRs in Magnetawan.

Our main concerns are the insurance component, 7 day rental requirement, and 300 meters between STRs. Our insurance company has already told us that we can't be insured for 5 million dollars. We heavily rely on weekend rentals throughout the off season. There is very little to almost no interest for weeklong rentals outside of July and August.

We are more than willing to work with the town to ensure we are renting responsibly and preserving the natural beauty of Magnetawan. We don't see how what is being proposed lines up with that common goal though.

A few of the things we currently do to ensure we are being responsible STR owners are -

We vet all our guests to ensure they are respectable and not coming to party etc.

We have noise monitors and cameras and communicate to all guests to be respectful in that category.

We give detailed instructions surrounding garbage disposal and provide a landfill card and stickers.

We have a welcome book that outlines all the local businesses in hopes they support them while in town. We hear from most of our guests how much they enjoy these local businesses and we know that this creates much needed revenue in Magnetawan.

We had our septic system inspected and drained upon purchasing the cottage. We ensure our guests know the importance of what can and cannot go down a septic system.

In closing I would like to say that we appreciate your efforts as a town council. The hours of work and dedication are not unnoticed. We know that STRs are a very hot topic in Magnetawan and unfortunately a lot of the residence have a very negative view. Our hopes are that we can come together and discuss the issues, create a bylaw that is fair for STR owners to be able to operate responsibly. The current bylaw is not something that we would be able to operate under. We love Magnetawan and want to continue to grow our roots here with our family, more and more over the years.

Please consider this as you vote on Wednesday.

Sincerely,

Amy & Adam Carter

On desk  
Oct 25/23

**Erica Kellogg**

---

**From:** Bruce Stevens <106ahmic@gmail.com>  
**Sent:** October 22, 2023 8:28 AM  
**To:** Erica Kellogg  
**Subject:** Short-term Accommodation By-law Questions for Meeting Oct 25/23

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

**Question #1**

I have a concern about the publication of personal information including the map of tax payers who have A Short Term rental in the Township. I don't see the publication of other businesses with names and phone numbers. It appears that this legislation is vindictive. Are you concerned that your publication of personal information could be reported to the Privacy Council of Ontario?

Bruce Stevens

**Question 2**

Is there anything in the By-law that has not been presented to the Public?

**Question 3**

We live in a tourist area and local businesses depend on tourist dollars.  
If your hired company found 680 locations who ran Short Term rentals in the township and each of those locations hosted a total of 20 people through-out the year, which totals 13 600 people. Having 170 locations equates to 3 400. If each visitor spent \$100 in the community at the grocery store, restaurant, etc, the missing 13 200 people would have spent \$1 200 000. What are you doing to replace the dollars that will not be spent with local businesses?

Bruce Stevens

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On Thu, Oct 12, 2023 at 4:20 PM Erica Kellogg <[ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)> wrote:

Good afternoon,

The draft By-law is available for public viewing by following the below link and is expected to be ready for Council's consideration on Wednesday October 25, 2023 at 1:00pm.

<https://magnetawan.com/residents/planning-zoning/short-term-accommodations>

Thank you,

Erica

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Erica Kellogg | Deputy Clerk – Planning & Development

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

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

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Canada  
Tel: 416-362-1812  
Fax: 416-868-0673

**Jonathan Nehmetallah**  
Associate | Sociétaire  
Direct Line: 416-601-8146  
Email: [jnehmetallah@mccarthy.ca](mailto:jnehmetallah@mccarthy.ca)

October 23, 2023

Via Email ([ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com))

Erica Kellogg  
Deputy Clerk Planning and Development  
4304 Hwy #520, P.O. Box 70 Magnetawan  
Ontario, Canada  
P0A 1P0

**Re: Concerns with Proposed By-law to License and Regulate the Use of Short-Term Accommodation Properties ("STR") in the Municipality of Magnetawan (the "Proposed By-Law")**

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## Penalties

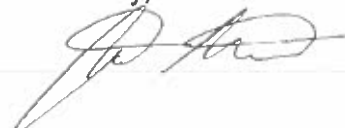
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Yours truly,



Jonathan Nehmetallah  
Associate | Sociétaire

JN

---

<sup>3</sup> *MFIPPA s 31*. See also, *Airbnb Ireland UC v Vancouver (City)*, 2023 BCSC 1137.

## Kerstin Vroom

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**To:** Erica Kellogg  
**Subject:** FW: Short Term Rental By-Law

ON DESK  
10/25/23  
Ⓢ

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**From:** Bob Vernon <crvernon02@gmail.com>  
**Sent:** Wednesday, October 25, 2023 10:01 AM  
**To:** Kerstin Vroom <Clerk@magnetawan.com>  
**Subject:** Re: Short Term Rental By-Law

Good morning, Kerstin:  
Yes, please.  
Bob

On Wed, Oct 25, 2023 at 9:49 AM Kerstin Vroom <Clerk@magnetawan.com> wrote:

Hello Bob!

Thank you for your email.

Did you want your email to be part of the public comment and forwarded to Council as an on desk – which will then be included in the package on the website?

Thanks!

*Kerstin*

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**From:** Bob Vernon <crvernon02@gmail.com>  
**Sent:** Tuesday, October 24, 2023 8:01 PM  
**To:** Mayor Sam Dunnett <mayor@magnetawan.com>; Kerstin Vroom <Clerk@magnetawan.com>  
**Subject:** Short Term Rental By-Law

Mayor and Members of Magnetawan Council:

I have now had a chance to review the draft Short Term Rental By-Law included in the package of material for consideration at your Council Meeting tomorrow. Clearly the issue of short term rentals has been carefully and thoroughly examined and reviewed by you and your advisors. I think that the proposed By-Law will be most beneficial for the Magnetawan community.

I urge you to enact this By-Law without delay.

Best regards.

on check item 2.8.



October 24, 2023

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

E-mail: [clerk@magnetawan.com](mailto:clerk@magnetawan.com)

Attention: Kerstin Vroom  
Clerk Administrator

**Re: Proposal for Surface Water Assessment**  
Chapman Drive Midden Site  
Pinchin File: 333643

Pinchin Ltd. (Pinchin) is pleased to provide the Municipality of Magnetawan (Client) with the following proposal to complete the Surface Water Assessment for the Chapman Drive Midden Site (the Site) located within the Municipality of Magnetawan, Ontario.

**1.0 BACKGROUND**

The Surface Water Assessment is being completed for the Site in response to the Ministry of the Environment, Conservation and Parks (MECP) request to conduct additional sampling to determine potential impacts to the environment originating from the Site. Surface water samples were previously collected at the Site by a resident on January 18, 2023, and by the MECP on July 25, 2023. The Surface Water Assessment will be completed to collect additional surface water samples to further characterize the potential impacts, determine if additional groundwater quality characterization is required and provide recommendations.

To achieve the project objectives, Pinchin proposes to carry out the surface water assessment at the Site in accordance with the following documents:

- Ontario Regulation (O.Reg.) 232/98, "Landfilling Sites", under the Environmental Protection Act;
- MECP, January 2012, "Landfill Standards: A Guideline on the Regulatory and Approval Requirements for New or Expanding Landfilling Sites" (MECP Landfill Standards);
- O.Reg. 101/07 Waste Management Projects and MECP, March 2007, "Guide to Environmental Assessment Requirements for Waste Management Projects", under the Environmental Assessment Act;
- O.Reg. 347/00 R.R.O. 1990, "General – Waste Management", under the Environmental Protection Act;
- MECP, November 2010, "Monitoring and Reporting for Waste Disposal Sites, Groundwater and Surface Water, Technical Guidance Document";



- Ontario Ministry of Environment and Energy, July 1994, "*Water Management Policies Guidelines and Provincial Water Quality Objectives*" (PWQO); and
- MECP, December 1996, "*Guidance on Sampling and Analytical Methods for Use at Contaminated Sites in Ontario*" (Sampling Document).

Pinchin will complete the proposed tasks in accordance with the above-mentioned applicable landfill standards and documents to ensure consistency with generally applied professional practices, including the recently released MECP guidance for Monitoring and Reporting for Waste Disposal Sites, Groundwater and Surface Water, Technical Guidance Document.

## **2.0 PROPONENT PROFILE AND CORPORATE EXPERIENCE**

From Victoria, British Columbia, to St. John's, Newfoundland, Pinchin is staffed by a team of over 900 skilled and experienced professional engineers, scientists, industrial hygienists, geologists, technologists, project managers and support staff in over 42 offices across Canada. The proximity of our offices to even remote sites enhance our ability to provide in-depth knowledge of local regulations, legislation and market conditions, as well as an exceptional level of responsiveness and accountability.

Pinchin is a member in good standing of both the Professional Engineer of Ontario and Association of Professional Geoscientist of Ontario. Pinchin Ltd. (Pinchin) is a multidisciplinary consulting firm that provides a wide range of engineering, geosciences, environmental and occupational health and safety solutions across Canada.

The scope of work that Pinchin routinely fulfills for our landfill projects includes:

- Sampling groundwater, surface water and leachate/condensate;
- Recording field observations, including water levels and field measurements;
- Comparing sample values against applicable criteria, including applicable Ministry of the Environment, Conservation and Parks (MECP – formerly known as the Ministry of the Environment and Climate Change - MOECC) standards;
- Preparing interim reports that include description of sampling locations, sampling methodology, results, recommendations, figures and drawings;
- Preparing final reports that incorporate the information of the interim reports, along with trend analysis; and
- Project management meetings and progress updates.



Pinchin has extensive experience conducting environmental sampling at contaminated sites across Canada. The project staff dedicated to this project have significant background in landfill projects, particularly for groundwater, surface water, leachate and landfill gas monitoring. Each of the landfills operated within a Certificate of Approval or Environmental Compliance Approval, and each project was completed on time and on budget.

Pinchin has been actively involved in landfill management since its inception over 25 years ago and possesses significant experience in all aspects of landfill engineering, monitoring and closure for both non-hazardous and hazardous waste disposal facilities. Pinchin is currently responsible for the completion of annual monitoring for groundwater, surface water and landfill gas at over 50 landfill and sewage lagoon sites across Ontario. Of these monitoring programs, approximately half are multi-year contracts with lengths ranging from three to five years. In addition to these annual monitoring programs, Pinchin is currently involved in various landfill projects requiring regular liaison with regulators including the MECP, as well as other government agencies, such as the Ministry of Transportation and the Ministry of Natural Resources and Forestry. For various sites at which Pinchin conducts annual monitoring, Pinchin also assists with capacity assessments, amendments to ECAs, Development and Operations Plans, Closure Plans, financial assurance estimates and other documents to be submitted to the MECP in addition to the annual monitoring reports.

### **3.0 ORGANIZATION AND PROJECT TEAM**

#### **Tim McBride, B.Sc., P.Geo., QP<sub>ESA</sub>, Director, Northern Ontario**

Mr. McBride will be designated as the Project Manager for the project. Mr. McBride is a graduate of the University of Waterloo, Bachelor of Science – Applied Earth Sciences (Cooperative Program) and has over twenty-five years of experience in environmental site assessments (Phase I, II and III ESAs), environmental impact monitoring, production and observation well installations, geotechnical and environmental drilling, groundwater modeling, hydrogeological evaluations, landfill siting and monitoring, soil and groundwater assessments, sub watershed studies, water well interference studies, remedial planning and development and implementation of decommissioning plans. His experience includes the provision of technical expertise for a wide variety of closure and remediation investigations, including a hydrogeological assessment and installation of an interception well system for a landfill derived leachate plume, several pre-development baseline environmental investigations for consideration during closure planning and numerous annual monitoring reports for various sites across Northern Ontario.

Mr. McBride has supervised and reviewed many different kinds of projects including waste management planning studies, federal environmental assessments, waste disposal site hydrogeological studies, Design & Operations Plans, landfill monitoring (municipal and wood-waste with comparison to Guideline



B-7), large diameter well installations (for drinking water, process water and landfill leachate collection), hauled sewage site monitoring and reporting, well-head protection studies, mine tailings assessments, designated substance surveys, geotechnical investigations, soil and ground water inspections and drinking water inspections in both residential and municipal settings.

**Alana Valle, B.Eng., EIT., Project Manager**

Ms. Alana Valle is a Project Manager with the Environmental Due Diligence & Remediation group at Pinchin Ltd. and has been employed by Pinchin Ltd. since 2019. Alana holds a Bachelor of Engineering in Environmental Engineering from the University of Guelph and is an Engineering Intern with Professional Engineers Ontario.

Alana has over 5 years of environmental consulting experience and has completed many projects on behalf of Pinchin Ltd., including landfill monitoring and reporting, hydrogeology assessments, waste capacity assessments, waste management plans and design & operations plans. This experience extends to industrial, commercial and government projects. Alana has been responsible for a variety of projects in which soil, ground water and surface water quality in relation to regulatory standards and compliance evaluations were investigated, analyzed and reported upon. Alana is currently managing and coordinating the landfill monitoring and reporting program requirements for over 70 waste management sites in Ontario, including scheduling the field work, ensuring all required analytical components are achieved, completing the data review and compilation, and reporting.

**4.0 WORK PLANS AND DELIVERABLES**

**4.1 Sampling and Data Collection Program**

The scope of work for the environmental surface water sampling will consist of the following activities:

***Surface Water Sample Collection***

- Pinchin will mobilize to the Site and collect representative surface water samples at four (4) sampling locations;
- Wherever practical, Pinchin will collect samples and field monitoring at mid-stream rather than nearshore locations. Samples collected from mid-stream reduce the possibilities of contamination (i.e. shore effects - back eddies, seepage from near shore soils, atmospheric components such as pollen concentrating in slow moving water, etc.). Samples will not be taken in back eddies or brackish waters unless required by the monitoring program objectives. If the flow is sufficiently slow that the collector can wade into the stream without risk, then the sample will be collected at a depth that does not





pose a threat. If conditions dictate that the sample be taken from the stream bank, any deviations from the standard protocol will be accurately documented;

- During field measurement collection, surface water monitoring parameters shall be collected from each location using a YSI-556 water quality meter real-time in-situ measurement of field parameters including:
  - DO;
  - Conductivity;
  - pH;
  - Temperature; and
  - ORP.
- Water samples shall be collected from the specified surface water monitoring locations mid-stream and mid-depth to minimize sediment, in accordance with the MECP Sampling Document. Upon completion of field sampling and monitoring activities, all samples collected shall be submitted for analyses to a laboratory accredited by the Canadian Association for Laboratory Accreditation (CALA). All parameters will be tested for using MECP approved procedures and the analytical methods prescribed in the "*Protocol for Analytical Methods Used in the Assessment of Properties under Part XV.1 of the Environmental Protection Act*", dated March 9, 2004, amended July 1, 2011;
- All surface water samples shall be analysed during the monitoring event at the surface water monitoring locations for parameters listed in Column 3 of Schedule 5 of the MECP Landfill Standards; and
- Surface water sample results will be compared to the applicable PWQO criteria.

#### **4.2 Summary Report**

Following completion of water sampling and analysis, Pinchin will prepare a Summary Report for the Site. The report will be prepared by a Qualified Person and will include the following mandatory provisions:

- A detailed map indicating the sampling locations, as well as the location of the approximate Site area;
- A description of the field work completed and the methodology utilized for sample collection;
- A review of the surface water quality data and comparison to the water quality data to the PWQO;
- Conclusions and recommendations for additional monitoring and next steps for the Site.



## 5.0 QUALITY ASSURANCE PLAN

Pinchin employs a number of quality management systems and standard operating practices designed to ensure the delivery of every project and complete Client satisfaction. Our quality management systems ensure the consistent delivery of our services, reports and specifications Pinchin has developed, for all aspects of our work, systems to ensure the consistent quality and delivery of our services, reports and specifications. Some of the most effective are as follows:

- **Standardized Meeting Process:** For all meetings, Pinchin will prepare or contribute to a written agenda to ensure that meetings are kept on point and discussion items are relevant to the meeting objective. For meetings run by Pinchin, we commit to submitting Agendas at least 3-5 business days ahead of time, so participants can adequately prepare for the meeting. Minutes with action items will be forwarded to the meeting participants within 2 business days following the meeting.
- **Standardized, Pre-reviewed Documentation and Report Formats:** It has been recognized by Pinchin for many years that quality control for Clients can be best met by utilizing the information which specialists within the Company possess. In order to ensure that the information is available to all personnel, Pinchin utilizes master documents which have been developed by key specialists across Canada and reviewed by National "focus groups". The focus groups meet face to face or by teleconference four times per year. This ensures that our documents remain up to date and they also incorporate local requirements.
- **Senior Review of Documents:** All documents issued by Pinchin are subject to peer review by a specialist in the same group. A signed review checklist sheet is prepared by the report author and submitted to the reviewer with the report, who then in turn signs off the review process. This signed review sheet is maintained for all projects within the project file.
- **Equipment Maintenance and Calibration:** All equipment used during project assignments is maintained and calibrated in accordance with our field procedures and manufacturer's instructions. All calibration records are maintained within the project file.
- **Use of Accredited Laboratories:** Pinchin has agreements with nearly a dozen accredited laboratories in Canada and the United States which ensures the highest level of quality. Pinchin uses only laboratories certified by the Canadian Environmental laboratories Association to test for environmental parameters.



- **Field Audits:** As a performance verification process, Pinchin conducts periodic audits of team members. This includes Project Managers attending field sites to observe activities and verify that expected standards and practices are being followed.

Pinchin uses recognized industry standards, including the Canadian Council of Ministers of the Environment (CCME) Subsurface Assessment Handbook for Contaminated Sites and MECP's manual on "Guidance on Sampling and Analytical Methods for Use at Contaminated Sites in Ontario" for conducting environmental assessments. For quality assurance, all work is supervised and internally reviewed by senior staff members.

Where applicable, field sampling equipment decontamination will be completed in accordance with accepted protocols. As a minimum, sampling equipment is washed with detergent solution and rinsed with distilled water between sampling. Decontamination procedures will vary depending on the project nature and will be undertaken to prevent any cross-contamination between sampling sites. Screening instruments are calibrated periodically.

Laboratory blanks and duplicates will also be used to ensure sample integrity. Samples will be placed in appropriate sample containers provided by the laboratory and preserved (as required based on type of analysis) until delivered (shipped by courier or hand delivered) to the laboratory for analysis. A chain of custody form will accompany samples at all points of handling.

## 6.0 COST OF SERVICES

The estimated cost for the completion of the Surface Water Assessment for the Chapman Drive Midden Site is estimated to be **\$6,500.00**. This cost does not include 13% Harmonized Sales Tax (HST).

This cost estimate assumes that Pinchin will pay the sub-contractors directly. The costs for the work program are based on a time plus disbursements basis and will be invoiced monthly. Incidental disbursements (faxes, photocopies, long distance, computer usage, etc.) will be invoiced at 6% of fees. Out of office disbursements will be charged at cost plus 10% and mileage will be billed at \$0.60/km. The overall costs for each Site are to represent a maximum upset limit.

Our estimated cost is based on Pinchin's current knowledge of site conditions and the client's requirements. Should conditions vary during the course of the investigation, Pinchin reserves the right to modify this workplan; however, no budgetary changes will be made without written authorization from the client.

The estimate in this proposal will be honoured for a period of 90 days, after which Pinchin reserves the right to review the costing.



The proposed services are subject to the Terms and Conditions given in the "Authorization to Proceed" contract form as attached in Appendix I.

## 7.0 CLOSING

We trust that the information provided herein is sufficient for the Client to evaluate Pinchin's proposal. To authorize Pinchin to initiate the activities, please sign and date the attached Authorization to Proceed, Limitation of Liability and Terms of Engagement (Appendix I) and e-mail an electronic (pdf) copy of the executed Authorization to Proceed, Limitation of Liability and Terms of Engagement to Alana Valle at [avalle@pinchin.com](mailto:avalle@pinchin.com). If you have any questions, or require additional information, please do not hesitate to contact the undersigned. We look forward to working with you on this assignment.

We look forward to working with you on this agreement.

Sincerely,

### Pinchin Ltd.

Prepared by:

Alana Valle, B.Eng., EIT  
Project Manager

705.521.0560  
[avalle@pinchin.com](mailto:avalle@pinchin.com)

Reviewed by:

Tim McBride, B.Sc., P.Geo., QP<sub>ESA</sub>  
Practice Specialist – Hydrogeology  
Director, Northern Ontario  
705.521.0560  
[tmcbride@pinchin.com](mailto:tmcbride@pinchin.com)

Encl.: Appendix I – Authorization to Proceed, Limitation of Liability and Terms of Engagement

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Template: Groundwater Monitoring and Sampling Proposal Template, EDR, October 20, 2022

**APPENDIX I**

**Authorization to Proceed, Limitation of Liability and Terms of Engagement**

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# Authorization to Proceed, Limitation of Liability & Terms of Engagement

Date: October 24, 2023	Pinchin Project Name: Surface Water Assessment	
Client: Municipality of Magnetawan	Pinchin Project Number: 333643	Project Value: \$6,500.00 (plus applicable taxes)
Site Address: Chapman Drive Midden Site, Magnetawan, Ontario	Pinchin Project Manager: Alana Valle	
	Pinchin Project Manager e-mail: <a href="mailto:avalle@pinchin.com">avalle@pinchin.com</a>	

This confirms Municipality of Magnetawan (Client) authorizes Pinchin Ltd. (Pinchin) to proceed with the performance of services as outlined in our proposal dated October 24, 2023, for a value of \$6,500.00 (plus applicable taxes). The proposal (if any) and the terms of this Authorization to Proceed, Limitation of Liability and Terms of Engagement constitute the entire agreement between Pinchin and Client.

## Terms and Conditions

1. Client is to identify all known actual and potential hazardous conditions that exist within the building, on the property or in the area of work including but not limited to the presence of confined spaces, work at heights, areas causing heat stress, traffic, pinch points and actual or potential environmental contamination. Client is to identify any specific training required for access and entry to the building, property and area of work and to provide any necessary site-specific training at its own cost to Pinchin staff, its contractors and subcontractors. Client must provide safe access to the site and compliance with all applicable safety codes and standards for matters under the control of Client which could affect the safety of Pinchin staff, its contractors and subcontractors on site.
2. Pinchin makes no representations or warranties whatsoever, either expressed or implied, as to its findings, recommendations, plans, specifications or professional advice and including concerning the legal significance of its findings, or as to other legal matters touched on in the report, including but not limited to ownership of any property or the application of any law to the facts set forth herein. With respect to regulatory compliance issues, regulatory statutes are subject to interpretations and these interpretations may change over time and Pinchin undertakes no, and expressly disclaims, any obligation to advise Client of such change.
3. **In the event of any claim of any nature whatsoever by Client against Pinchin, its staff, officers, directors, shareholders, agents, contractors and subcontractors (collectively "Pinchin"), including but not limited to claims based on negligence and/or breach of contract, the total aggregate liability of Pinchin shall be limited to the lesser of: (i) any actual damages incurred by the client. (ii) all fees actually paid by Client to Pinchin in connection with the specific project in respect of which the claim is being made.**
4. **Pinchin will not be responsible for any consequential, incidental or indirect damages, including but not limited to financial losses, credit and property transactions, financing costs, property values, loss of profit or revenue, permitting/licensing issues, follow-up actions and costs. Pinchin shall not be liable for the failure of any manufactured product or system of components which are supplied by Pinchin to perform in accordance with the manufacturer's specifications or other product literature on which Pinchin reasonably relied. Pinchin will only be liable for direct damages resulting from negligence and/or breach of contract of Pinchin. Pinchin will not be liable for any losses or damage if Client has failed, within a period of two (2) years following the date upon which the claim is discovered, to commence legal proceedings against Pinchin to recover such losses or damage ("Claim Period") unless the laws of the jurisdiction which governs the limitation period which is applicable to such claim provides that the applicable limitation period is greater than the Claim Period and cannot be abridged by this Agreement, in which case the Claim Period shall be deemed to be extended by the shortest additional period which results in this provision being legally enforceable.**
5. If Client brings any form of claim against any third party relating to the work and if the third party claims against Pinchin for contribution and indemnity, Client shall not seek to recover and waives any right to recover from the third party any portion of any losses or damage which may be attributed to the fault or negligence of Pinchin.
6. Pinchin's proposal was prepared for the consideration of Client only. Its contents may not be used by or disclosed to any party without prior written consent from Pinchin.
7. Pinchin's proposal shall be open for acceptance for a period of thirty (30) days from date of issue. The acceptance period may be extended by mutual agreement of the Client and Pinchin in writing. Pinchin reserves the right to revise the proposal beyond the stated acceptance period.
8. Any work performed by Pinchin will be conducted in accordance with generally accepted engineering or scientific practices current in this geographical area at the time the work is performed.



9. Client acknowledges that risks arise from subsurface and hidden conditions that even comprehensive testing and analysis may fail to detect and that actual conditions may differ from those inferred from inspection, testing and analysis. Pinchin can only comment on the conditions observed on the date(s) the assessment is performed.
10. The work will be limited to those locations and/or areas and/or materials of concern identified by Client or scope of work as outlined in our proposal. Other areas of concern may exist but will not be investigated within the scope of this assignment.
11. Any budget and work estimates provided are preliminary and subject to verification and change unless otherwise agreed.
12. Information provided by Pinchin is intended for Client use only. Pinchin will not provide copies of reports, results or information to any party other than Client, unless Client, in writing, requests information to be provided to a third party or unless disclosure by Pinchin is required by law. Unless consented to by Pinchin, which consent may be unreasonably and/or arbitrarily withheld, any use by a third party, of reports or documents authored by Pinchin, or any reliance by a third party on or decisions made by a third party based on the findings described in said documents, is the sole responsibility of such third parties. Pinchin accepts no responsibility for damages, suffered by any third party as a result of decisions made or actions conducted by any party.
13. As used in this Agreement, "Work Product", means without limitation all reports, plans, data, writings, notes, drawings, art work, templates, documents, products, ideas, formulas, inventions, research, programs, derivative works, processes, procedures, techniques, scientific methods, designs, technologies, forms, formulas, discoveries, know-how, improvements and any and all products of any type, including all rights and claims, prepared in part or in full by Pinchin.
14. Pinchin shall exclusively own the copyright and all other intellectual property rights in all "Work Product" including rights to claim Scientific Research and Development Tax Claims. The services and documents provided by Pinchin under the terms of this agreement are "Work Made for Hire" and are the sole and exclusive property of Pinchin; they are provided to Client for one time use only. To the extent that any other Intellectual Property Rights of, or under the control of, Pinchin are embodied or otherwise required to exploit the "Work Product", Pinchin grants Client a revocable worldwide, exclusive, one-time license under all such Intellectual Property Rights as required, in accordance with the terms of this agreement.
15. Notwithstanding any other provision, Pinchin reserves the exclusive right to pool data provided by, or produced for, Client at its sole discretion and to use that data to aid in the completion of any and all future projects. Pinchin will utilize de-identification processes which may include, but are not limited to, pseudonymizing or anonymizing the data to preserve client confidentiality. Pinchin will ensure that all identifiable and pooled data is protected and stored securely through the use of appropriate processes and technologies, which may include, but are not limited to, data encryption and the use of the principle of least privilege.
16. Client agrees to indemnify, defend, and hold harmless Pinchin, its affiliates, and their officers, directors, employees, agents, and subcontractors against all claims, demands, suits, liabilities, costs, expenses (including reasonably incurred legal fees), damages and losses suffered or incurred by Pinchin arising out of any actual or alleged infringement of intellectual property rights arising out of Client's use of "Work Product" or any other items provided by Pinchin to Client.
17. Invoices will be issued monthly or upon project completion unless otherwise agreed. Applicable taxes (GST, HST, QST) are additional. Amounts not received within thirty 30 days of invoice date will bear interest thereafter at a rate of 1.5% per month (18% per annum) until paid.

**Acceptance Authorizes:**

1. The release, to Pinchin, of information requested in connection with this work. Pinchin undertakes to maintain the confidentiality of all such information ("Information").
2. The release by Pinchin of Information to others necessary to perform the work.
3. Entry and access to all areas of the property and buildings on the property, by Pinchin staff or representatives, as required, to perform the proposed services. Client shall identify limitations, conditions or terms regarding entry and access ("Access Restrictions").

It is understood that Client will be liable for all additional costs incurred by Pinchin in the performance of the proposed work caused by changes to the terms, delays, postponements or cancellations or other unseen or unknown conditions that are beyond the control of Pinchin including, without limitation, delays caused by failure to provide Information on a timely basis or Access Restrictions not revealed to Pinchin prior to the date hereof.

By signing below Client provides authorization to proceed and accepts the terms and conditions outlined above and in the referenced proposal (if applicable). In the event Pinchin provides services requested by Client, in addition to those identified above or in the proposal (where applicable), Client agrees to compensate Pinchin either on a time and material basis using the



Surface Water Assessment  
 Chapman Drive Midden Site, Magnetawan, Ontario  
 Municipality of Magnetawan

**Authorization to Proceed**  
**Limitation of Liability & Terms of Engagement**  
 October 24, 2023  
 Pinchin File: 333643

Pinchin standard rates (in effect at the time the service is provided), or as per a written amendment to the terms and conditions originally agreed upon.

**Authorized Representative Acceptance of Contract:**

Signature:	
Name, Title:	
Company Name:	
Date:	

**Address Pinchin's Invoice to:**

PO Number:	
Company Name and Mailing Address:	
Contact Name (responsible for approving the invoice for payment):	
Contact Phone Number:	
Contact Email Address:	
Email Invoice to (if different than contact above e.g. ap@pinchin.com):	

**Billing: 2360 Meadowpine Blvd. Unit 2, Mississauga, ON L5N 6S2, | PH: 1.855.746.2446**

Pinchin Project Manager: Alana Valle	Pinchin Project Number: 333643	Project Value: \$6,500.00 (plus applicable taxes)
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 Template: Master Authorization to Proceed, EDR ONLY, HO, July 12, 2022





Surface Water Assessment  
 Chapman Drive Midden Site, Magnetawan, Ontario  
 Municipality of Magnetawan

**Authorization to Proceed**  
**Limitation of Liability & Terms of Engagement**  
 October 24, 2023  
 Pinchin File: 333643

**Payment Methods Accepted by Pinchin**

Pay by Cheque	Pay by EFT or Wire Payments	Pay by Interac E-Transfer
Remit payment to: Pinchin Ltd 2360 Meadowpine Blvd, Unit 2, Mississauga, ON L5N 6S2	Remitters in Canada: Pinchin Ltd. Canadian Imperial Bank of Commerce, Meadowvale Banking Centre 6975 Meadowvale Town Centre Circle, Unit N1, Mississauga, ON L5N 2W7 Account # 6627919 Institution # 010 Transit # 08222 SWIFT/BIC: CIBCCATT Deposit confirmations and/or remittance advice to be sent to <a href="mailto:accountsreceivable@pinchin.com">accountsreceivable@pinchin.com</a>	Contact Pinchin's Accounts Receivable Coordinator (info below).  <b>The Accounts Receivable            Coordinator will send a            Request Money link in order to            execute this transaction.</b>

All payment methods must include reference to the **Pinchin Invoice Number** or the **Pinchin File Number**.  
 For assistance, contact an Accounts Receivable Coordinator [accountsreceivable@pinchin.com](mailto:accountsreceivable@pinchin.com) or  
 905.363.0678 and option 5.

Notice of Motion  
Received - Bill Bishop

On date October 25, 2023

RESOLUTION NO. 2023 -

OCTOBER 25, 2023

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

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

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan receives the DRAFT Short-term Accommodation By-law implementing licencing for residential properties utilized for short-term accommodation as of January 1st, 2024 with a licensing fee of \$1000; and approves the DRAFT bylaw with the following amendments:

1. 3.4 "To remove item c) Property Address from Section 3.4"
2. 4.1 g) and 4.8 "To change these Sections to "offer for rent a Short term Accommodation for less than seven (7) day consecutive period during the months of July and August, and three (3) day consecutive period during the remaining months

**AND FURTHER THAT** the Short-term Accommodation Bylaw 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.

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

Sam Dunnett, Mayor

Motion to approve By-law as presented passed Resolution 2023-311  
The majority of Council were not in favour of amending.

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

Recorded Vote

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