



## AGENDA – Regular Meeting of Council

Wednesday, December 06, 2023

1:00 PM

Magnetawan Community Centre

### Page # **OPENING BUSINESS**

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

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- 19 2.3 Report from Deputy Clerk, Erica Kellogg Magnetawan Association for Tourism Business Case Study
- 24 2.4 Terms of Reference for Almaguin Highlands Health Council (AHC)
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- 34 2.8 DRAFT Resolution Year End Motions
- 35 2.9 Restatement of 2023 Budget as per O'Reg 284/09
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- 197 4.7 Magnetawan Lions' Pavilion Skating Schedule Poster
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### **ACCOUNTS**

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**Municipality of  
Magnetawan**

**COUNCIL MEETING MINUTES**

**November 15, 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 25, 2023, with the following present:

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

Staff: CAO/Clerk Kerstin Vroom, Deputy Clerk Recreation and Communications Laura Brandt and Deputy Clerk Planning and Development Erica Kellogg were present for the entire 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 2023-333 Hetherington-Bishop*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the agenda as amended to include as Items 6.2 and 6.3 – Correction By-laws for 2023-54 and 2023-49 (Definition of an STA)*

*Carried.*

**1.3 Disclosure of Pecuniary Interest**

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

**1.4 Adoption of the Previous Minutes**

*RESOLUTION 2023-334 Bishop-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the minutes of the meeting on October 25, 2023, as copied and circulated.*

*Carried.*

**STAFF REPORTS, MOTIONS AND DISCUSSION**

## **2.1 Consent Application – Davidson – 79 West Whalley Lake Road**

*RESOLUTION 2023-335 Kneller-Hind*

*WHEREAS the Municipality of Magnetawan has received a request to support an application for consent for creation of 3 new lots located with a Registered Right of Way at 79 Whalley Lake Road which is a private road, Magnetawan (Davidson 4944 030 0021020000). The property is legally described as CON 9 PT Lots 2 and 3 Plan 256 Lot 1 to 14, 16, 19, 25 to 27, 53, 65 to 69, 71, 72, 74, 75, 77, 78, 80, 81, 84 Township of Chapman hereinafter referred to as “the Lands”;*

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

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

- That the foregoing conditions be fulfilled within two years of the notice of decision of the Planning Board;*
- Draft Reference Plan to be approved by the Municipality prior to registration;*
- Two (2) true certified paper copies of the registered plan and an electronic version for the proposed severed lots and proposed easement prepared by an Ontario Land Surveyor with a certification that it is a true copy be provided to the Municipality for review and approval which conforms substantially with the application as submitted;*
- Draft copy of the deeds (with all schedules) to be approved by the Municipality prior to registration;*
- A copy of the original executed transfer (deed) with all schedules be provided to the Municipality;*
- Confirmation from the North Bay Mattawa Conservation Authority (NBMCA) that the proposed Severed and Retained Lots can be adequately serviced by individual on-site septic systems;*
- Payment of all taxes, municipal legal fees, planning fees and fees as per the current Fees and Charges By-law, Park Land Dedication By-law and all other fees associated with the processing of this application;*
- That the Applicant apply for civic numbers for the retained and severed lots;*
- The entering into a Site Plan Agreement, to be registered on title, with the Municipality to implement the recommended measures contained in the Planning Reports/Studies/Public Consultation for the proposed Severed and Retained Lots;*
- That a Zoning By-law Amendment be submitted to rezone to implement the recommendations of the Scoped Environment Impact Study by Fri Ecological Services dated July 2023;*
- That the Applicant enter into a Limited Service Agreement with the Municipality to be registered on title;*

*Carried.*

## **2.2 DRAFT By-law Repeal and Replace the Municipality's Official Plan**

### **RESOLUTION 2023-336 Kneller-Hetherington**

*WHEREAS the Council for the Municipality of Magnetawan engaged EcoVue Consulting Services Inc. to conduct a repeal and replacement of the Municipality's 2012 Official Plan; AND WHEREAS the Council of the Municipality of Magnetawan in accordance with Section 26 (3) of the Planning Act, R.S.O. 1990. C. P.13. has held a statutory public meeting on September 28, 2022 and consulted with the prescribed public bodies to consider the proposed Official Plan Updates;*

*AND WHEREAS the Ministry of Municipal Affairs and Housing provided correspondence on July 7, 2023, identifying that in order to conduct and complete a review, the Municipality is strongly encouraged to take the necessary steps towards adoption of the new Official Plan;*

*NOW THEREFORE BE IT RESOLVED THAT the Council for the Municipality of Magnetawan receives and approves the draft Official Plan, June 2022 by EcoVue Consulting Services Inc. as amended to revise Section 4.20 b) to remove "periods of thirty (30) days or greater..." and replace with "periods of twenty-eight (28) days or greater...";*

*AND THAT the By-law on this matter will be passed later in the meeting.*

*Carried.*

## **2.3 Report from Deputy Clerk, Erica Kellogg, Municipal Accommodation Tax (MAT) & DRAFT By-law to Provide for the Implementation of a Municipal Accommodation Tax**

### **RESOLUTION 2023-337 Bishop-Hind**

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report from Deputy Clerk Planning & development Erica Kellogg – Municipal Accommodation Tax (MAT) and directs Staff to;*

- 1. Bring back to a future Council meeting a business case study as required under O. Reg. 599/06 as per Section 203(4) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended.*

*Carried.*

## **2.4 Correspondence – EJ - Williams – Survey Letter – 284 Chapman Drive**

### **RESOLUTION 2023-338 Hetherington-Bishop**

*WHEREAS the Council of the Municipality of Magnetawan receives the Correspondence-EJ Williams – Survey Letter – 284 Chapman Drive;*

*AND WHEREAS outbuildings and construction materials have found to be encroaching on Municipal Property;*

*AND WHEREAS essential utility company's hydro poles, guy wires and Bell pedestals have been found to be on Municipal Property without a registered easement, as per standard practice;*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan directs Staff to contact the necessary parties to remove the shed and construction materials, and to contact the essential utilities regarding the registration of an easement.*

*Carried.*

## **2.5 2024 Proposed Council Dates**

*RESOLUTION 2023-339 Hind-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and approves the 2024 Proposed Council Dates as amended, meetings at 1:00 pm unless approved by Council to change the time at a prior meeting.*

*Carried.*

Direction was given to Staff to bring back a Staff Report to a future meeting for Council's consideration to evaluate and review the feasibility of recording Council meetings.

## **2.6 Report from Deputy Clerk, Laura Brandt Magnetawan Community Centre Board Mandate**

*RESOLUTION 2023-340 Hetherington-Bishop*

*WHEREAS the Council of the Municipality of Magnetawan passed Motion 2020-269 adopting the Community Centre Board Mandate as amended;*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and approves the report Magnetawan Community Centre Mandate, from Deputy Clerk Laura Brandt and approves the recommendation contained therein to allow the Magnetawan Community Centre Board Mandate to stay as is.*

*Carried.*

## **MUNICIPAL BOARD AND COMMITTEE MINUTES**

**3.1 Central Almaguin Planning Board Minutes October 4, 2023**

**3.2 Lakeland Holding Ltd. 2023 Q3 Shareholder Update October 19, 2023**

**3.3 Town of Parry Sound EMS Advisory Committee Minutes October 26, 2023**

**3.4 Magnetawan Community Centre Board (MCCB) Minutes November 1, 2023**

*RESOLUTION 2023-341 Kneller-Hetherington*

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

*Carried.*

## **CORRESPONDENCE**

**4.1 Township of McKellar Call for an Amendment to the Legislation Act, 2006**

**4.2 FONOM Sustainable Northern Ontario Economic Development Course**

**4.3 Fire Underwriters Survey**

**4.4 2024 Municipal Ontario Municipal Partnership Fun (OMPF)**

**4.5 AORS Director Scott Edwards Finding a Creative Solution Article**

**4.6 North Bay Nugget Outdoor Mural Article**

**4.7 Firefighter's Food Drive December 6, 2023 Poster**

**4.8 New Year's Eve Gala Poster**

**4.9 Remembrance Day Poster**

**4.10 ICYMI Council Highlights October 25, 2023**

*RESOLUTION 2023-342 Hind-Bishop*

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

*Carried.*

*RESOLUTION 2023-343 Hetherington-Bishop*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan endorses and supports item 4.1 Township of McKellar Call for an Amendment to the Legislation Act, 2006;*

*AND FURTHER THAT this resolution be circulated to the Minister of Municipal Affairs and Housing, Paul Calandra; Parry Sound-Muskoka MPP, Graydon Smith; The Association of Ontario Municipalities (AMO); CEO and President of Metroland Media Group, Neil Oliver and all Ontario Municipalities.*

*Carried.*

### **ACCOUNTS**

#### **5.1 Accounts in the amount of \$397,967.06**

*RESOLUTION 2023-344 Kneller-Bishop*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the accounts in the amount of \$397,967.06 as presented.*

*Carried.*

### **BY-LAWS**

#### **6.1 Repeal and Replace the Municipality's Official Plan**

#### **6.2 Correction Bylaw for By-law 2023-54 License and Regulate the Use of Short-Term Accommodation**

#### **6.3 Correction By-law for By-law 2023-49 Zoning By-law Housekeeping Bu-law**

*RESOLUTION 2023-345 Hind-Hetherington*

*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 Repeal and Replace the Municipality's Official Plan*

*6.2 Correction Bylaw for By-law 2023-54 License and Regulate the Use of Short-Term Accommodation*

*6.3 By-law Correction for By-law 2023-49 Zoning By-law Housekeeping By-law*

*Carried.*

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

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

*RESOLUTION 2023-346 Hetherington-Kneller*

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

*AND FURTHER THAT, this meeting is now adjourned at 1:35 pm to meet again on Wednesday December 6, 2023, at 1:00 pm or at the call of the Chair.*

*Carried.*

Approved by:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

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

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

**WHEREAS** Council for the Municipality of Magnetawan passed Bylaw 54-2023 to Licence and regulate the Use of Short-term Accommodation Properties in the Municipality;

**AND WHEREAS** By-law 54-2023 defines “Dwelling Unit” which excludes the use of accessory structures as dwelling units for the purpose of Short-term Accommodation rental;

**AND WHEREAS** An application for a Short-term Accommodation licence has been received with a request to permit the additional use of an existing boathouse as part of the Short-term Accommodation for the 2024 season based on bookings and non-refundable deposit received prior to the passing of By-law 54-2023; and

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan approves a one-time exemption for the 2024 season for the bookings included in the exemption request and correspondence.

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			



## Erica Kellogg

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**From:** Erica Kellogg  
**Sent:** November 28, 2023 9:50 AM  
**To:** Erica Kellogg  
**Subject:** FW: Cameron STR Exemption paperwork for 288 Chapman Dr boathouse loft

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**From:** Beverly Cameron <[beverlyjcameron@gmail.com](mailto:beverlyjcameron@gmail.com)>  
**Sent:** Tuesday, November 28, 2023 9:42 AM  
**To:** Erica Kellogg <[ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)>  
**Subject:** Re: Cameron STR Exemption paperwork for 288 Chapman Dr boathouse loft

Yes, that is correct.

Bev

On Tue, Nov 28, 2023 at 7:41 AM Erica Kellogg <[ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)> wrote:

Beverly,

Thanks, so you have six bookings that were taken prior to the passing of the by-law?

Erica Kellogg |Deputy Clerk – Planning & Development

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**From:** Beverly Cameron <[beverlyjcameron@gmail.com](mailto:beverlyjcameron@gmail.com)>  
**Sent:** Tuesday, November 28, 2023 9:38 AM  
**To:** Erica Kellogg <[ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)>  
**Subject:** Re: Cameron STR Exemption paperwork for 288 Chapman Dr boathouse loft

We have six weeks booked with the boathouse loft with non refundable deposits taken. I described three weeks of guests. The other groups are parents in the main cottage and two teens in the loft in each case. One is a two week booking and one a one week booking.

Bev

On Tue, Nov 28, 2023 at 7:30 AM Erica Kellogg <[ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)> wrote:

Thanks Bev,

So I understand you have three bookings that will utilize the boathouse (if approved) and a non-refundable deposit has been taken with balance owing one month before the intended booking? Correct?

Erica

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**From:** Beverly Cameron <[beverlyjcameron@gmail.com](mailto:beverlyjcameron@gmail.com)>  
**Sent:** Tuesday, November 28, 2023 9:11 AM  
**To:** Erica Kellogg <[ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)>  
**Subject:** Re: Cameron STR Exemption paperwork for 288 Chapman Dr boathouse loft

The bookings are made with a nonrefundable deposit and these groups will not come if they can't use the boathouse loft. In two cases the booking groups are 7 or 8 people and only 6 people maximum can be accommodated in the main cottage. Our maximum number of guests is 8.

In another case health reasons mean that the three main cottage bedrooms are occupied by three people and another couple occupies the boathouse loft.

The balance of the rent is due a month before they arrive.

Before the STR bylaw was passed we were assured by two councillors that we would be able to honour previously made bookings.

Bev

On Tue, Nov 28, 2023 at 6:58 AM Erica Kellogg <[ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)> wrote:

Beverly,

You mention that the boathouse was booked for 2024. Can you comment as to how many 'bookings' have been taken and if they have been paid in full or is this a deposit situation with payment in full takes place after the stay or days before the arrival.

Thanks

Erica

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**From:** Beverly Cameron <[beverlycameron@gmail.com](mailto:beverlycameron@gmail.com)>  
**Sent:** Monday, November 27, 2023 10:09 PM  
**To:** Erica Kellogg <[ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)>  
**Subject:** Cameron STR Exemption paperwork for 288 Chapman Dr boathouse loft

Hi Erica,

Attached are three sheets for our STR Exemption application for the boathouse loft at 288 Chapman Dr.

I was unable to use the electronic form you sent because the information I typed into the Bylaw Section and Justification box came out as an extremely long one line of type.



**SHORT-TERM ACCOMMODATION BY-LAW #54 - 2023  
EXEMPTION APPLICATION FORM**

Owners Name:	Norman & Beverly Cameron	
Mailing Address:	1 Cedar Ln, RR3, Burk's Falls ON POA1CO	
Contact Number:	705-387-1710	Email: beverlyjcameron@gmail.com

Address of the Short-term Accommodation Seeking Exemption:  
 288 Chapman Dr., Burk's Falls, ON POA1CO

Please indicate the Section of the By-law you seek an exemption from. Provide the justification for the request. STR Bylaw 54-2023      Attached

Owner Signature: Beverly Cameron      Owner Name: Norman & Beverly Cameron  
 Submitted November 27, 2023

Please note, the request for an exemption will be reviewed by Staff and may be presented to Council at the next available Council Agenda. Staff will inform you of the date on which your exemption request will be presented to Council, should you wish to attend the meeting.

*Personal Information in this form, 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 should be directed to Kerstin Vroom CAO/Clerk, 4304 Highway 520, Magnetawan, ON POA 1P0, Telephone: (705) 387-3947 or Email: [kvroom@magnetawan.com](mailto:kvroom@magnetawan.com).*

<b>For Office Use Only</b>	
Number of Previous Exemption Requests:	
Number of Approved Exemption:	

An Exemption is sought from STR By-Law #54-2023 -- Sec. 1 Definitions "Dwelling Unit"... "generally includes a house or cottage but shall not include an accessory structure (with or without habitable quarters)"

Justification for Request by Norman and Beverly Cameron for Exemption of boathouse loft at 288 Chapman Dr. (November 27, 2023):

- (1) We are unsure why the STR bylaw excludes the short term rental of a habitable accessory structure. Possibly it is regarding Council's concerns for safety and appropriate sanitary facilities in accessory structures. If these are Council's reasons, they should know that the spacious boathouse loft at 288 Chapman Dr. was professionally wired and plumbed; state of the art sanitary facilities were professionally installed and included in the permit application for the new septic installation.
- (2) The boathouse loft is NEVER rented separately from the main cottage. Guests either rent the boathouse loft with the main cottage or it is locked.
- (3) We personally greet our guests when they arrive and say 'goodbye' when they leave. We know who is on our property and we don't allow the anonymity that many short term rental sites and operators allow. — We clearly specify in our advertising that Loon Lookout (288 Chapman Dr.) is NOT suitable for those who want to party. - Our ideal guests are Mom, Dad, two children and grandparents.
- (4) In the six years we have rented this property on a short term rental basis we have never had any complaints from neighbors. In fact the neighbors closest to Loon Lookout have publicly supported our use of this property to Councilors as an example of how to manage short term rentals. E.g., Andrew Czernick in a public statement at a September/October, 2023 Council meeting, Kelly Shipton in emails to Councilors and verbally to Councilor John Hetherington.
- (5) Over 80% of our guests are repeat guests so we know them. We live on Watson Island in the summer and can both see and hear the Loon Lookout property from our cottage. We have never had any noise disturbances by guests. We are the Responsible People that the bylaw now requires for all rentals; we usually respond to any guest concern within minutes.

**Continuation of Justification for Request by Norman and Beverly Cameron for Exemption of boathouse loft at 288 Chapman Dr. (November 27, 2023):**

(6) We received 2024 bookings for the use of the boathouse loft from repeat guests in July 2023 well before the STR by-law was passed.

(7) It is our understanding the Tiny Township group of Responsible STR Owners appealed Tiny Township's exclusion of accessory structures in their STR bylaw to the Ontario Land Tribunal, that the case was settled in late October 2023, and that ancillary structures are no longer prohibited from short term rental in Tiny Township provided they meet normal safety and sanitary standards.

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

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

**BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan receives the Staff Report, Municipally Initiated Employment Area - 4855 Highway 520 from Jamie Robinson at MHBC Planning, and endorses the concept Plan 'A';

**AND FURTHER** directs Staff to prepare a consent application to be reviewed by Council at an open public Council 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			

**THE MUNICIPALITY OF MAGNETAWAN**

**STAFF REPORT**

TO: Municipality of Magnetawan Council

FROM: Jamie Robinson, MHBC Planning

DATE: December 6, 2023

SUBJECT: Municipality-Initiated Employment Area – 4855 Highway 520, Municipality of Magnetawan

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**Recommendation**

1. That Council receive this Report as information; and,
2. That Council authorize Staff to schedule an Open House Meeting and submit the plan of subdivision application to the Planning Board on the basis of the information detailed in this Report.

**Background**

At its January 2019 Council Meeting, Council resolved to direct staff to undertake the required supporting studies to facilitate the future submission of a plan of subdivision application to develop a Municipally initiated Employment Area.

Since that time, studies have been completed and the Municipality has been working on entrance details with the Ministry of Transportation (MTO). MTO is not supportive of the preferred entrance location and as a result a new entrance location has been proposed on the southern portion of the lands.

In addition to the new entrance location, the concept plan has been revised to increase the size of the proposed blocks and reduce the number of blocks. The new concept plan is provided at Attachment 1 to this Report. This provides the most flexibility to the Municipality as they can provide future purchasers with the area of land they require for their use. A Planning Act process called part lot control can be used to convey a portion of a block to a future purchaser. This process requires the passing of a by-law by Council, but does not require a statutory public meeting.

The January 2019 Report to Council identified the following key milestones.

### **Key Milestones**

The following items outline the general requirements for the development following the retaining of the necessary sub-consultants for the project.

1. Schedule an Open House for the Public and local business people alike to provide background information on the proposal.
2. Complete supporting studies.
3. Hold an Open House for the Public to review the findings of the supporting studies and provide an overview of the application submission.
4. Initiate the submission of the subdivision application to the Central Almaguin Planning Board and the processing of the Zoning By-law Amendment.
5. Hold a Statutory Public Meeting for the Zoning By-law Amendment.
6. Bring the Zoning By-law Amendment to Council for consideration and the Plan of Subdivision for a recommendation.
7. Receive Decision by the Planning Board on the Draft Plan of Subdivision.
8. Satisfy the Conditions of Draft Approval as issued by the Central Almaguin Planning Board. These items are likely to include the execution of a Subdivision Agreement and detailed engineering studies and drawings for stormwater management, utilities, roads etc.
9. Complete the registration of lots on the Plan of Subdivision.

We are now at Step 3 of the process. It is suggested that an Open House Meeting to be scheduled as a next step in order to advise the public of what is proposed for the site. Following the Open House Meeting the Plan of Subdivision Application would be submitted to the Central Almaguin Planning Board.

It is expected that the remaining steps should take about 12 months to complete.

### **Conclusion**

It is recommended that schedule an Open House Meeting and submit the plan of subdivision application to the Central Almaguin Planning Board on the basis of the information detailed in this Report.

Respectively submitted,  
Jamie Robinson,  
MHBC Planning

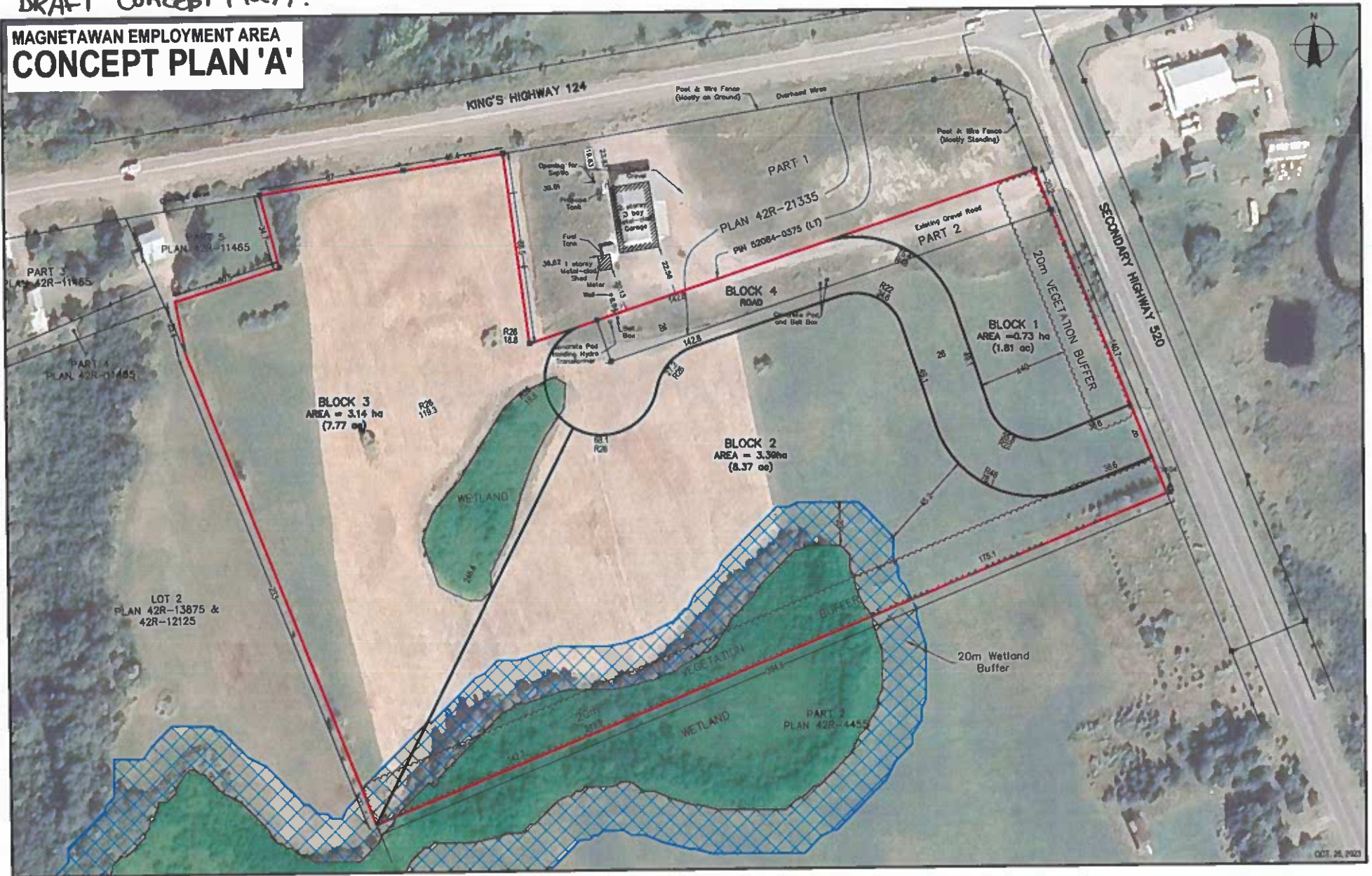


**Attachments:**

1. Draft Concept Plan – Municipally Initiated Employment Lands

Dec 6/2023  
DRAFT Concept Plan.

**MAGNETAWAN EMPLOYMENT AREA  
CONCEPT PLAN 'A'**



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

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

**BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan receives and approves the report from Deputy Clerk Planning & Development Erica Kellogg – Municipal Accommodation Tax – Business Case Study and directs Staff to begin the solicitation process for community input.


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			

 <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>Erica Kellogg, Deputy Clerk – Planning and Development</p>
<p>Date of Meeting:</p>	<p>December 6, 2023</p>
<p>Report Title:</p>	<p>Magnetawan Association for Tourism Business Case Study</p>

**Recommendation:** THAT Council receives and approves the report and directs Staff to begin solicitation process for community input.

**Background:**

The Municipality of Magnetawan Council received a Staff Report on Municipal Accommodation Tax (MAT) November 15<sup>th</sup>, 2023. Council directed Staff to bring back at a future meeting of Council a business case study as required under Section 6 of *O.Reg 599/06 Municipal Services Corporations*. In addition to the requirement of a business case study, the Municipality is to consult with the public about the proposal to establish the non-profit corporation and to approve the business case study by resolution or by By-law.

Pursuant to *Ontario Regulation 435/17: Transient Accommodation Tax*, the Municipality of Magnetawan shall share at least 50 per cent of the MAT revenues with a designated, Eligible Tourism Entity (defined as a non-profit organization whose mandate includes the promotion of tourism in the Municipality) and must be used for the purpose of tourism promotion. For greater certainty, the expression “promotion of tourism” includes the development of tourism products.

Therefore, the Municipality is proposing to establish a Municipal Service Corporation, named “Magnetawan Association Tourism” (if such name is available). The creation of this entity will serve as the Municipality’s eligible Tourism Entity.

In the absence of a destination marketing corporation, the Municipality would have to remit 50 per cent of the annual Municipal Accommodation Tax revenue (net) as well as the responsibility for marketing the Municipality as a tourism destination, to an external organization or agency, over which the Municipality has no direct control. As no destination marketing organization currently exists in the local area, the Municipality is best positioned to create the Municipal Service Corporation.

It is important to note that an effective governance model for this entity needs to be established to aid in the support of the long-term sustainability and overall effectiveness of the entity’s mandate, funding model, programs, initiatives and members. The business case study presented herein fulfills the requirement of *Ontario Regulation 599/06*.

**Evaluation:**

The intended advantages of the Municipality of Magnetawan establishing the Municipal Service Corporation include:

- a) The establishment of a corporation satisfies the Province's requirement for a qualified local tourism organization to serve as a destination marketing organization and to make use of, at minimum, 50 per cent of the Municipal Accommodation Tax revenue (net);
- b) The Municipal Services Corporation model provides a balance between autonomy of problem solving and expeditious decision making that will result from having a separate legal entity with a board and management to carry out municipal objectives; and accountability, corporate responsibility, oversight and reasonable controls through the role of the sole voting member (the Municipality);
- c) Allows for the private and non-profit sectors to share a common vision and direction for tourism and destination marketing. The proposed Corporation will rely solely on the funds generated from the approved MAT, and use community-based strategies to promote tourism and related community development investment within the Municipality; and
- d) Council, as sole voting member, will be responsible for selecting and electing the Board of Directors, and may establish a governance framework for decision-making, strategic planning, budget expenditures and corporate policies.

**Purpose**

The Municipality of Magnetawan proposes the incorporation of a non-profit, non-share capital corporation under the *Corporations Act* (Ontario) (the "Corporation") with the Municipality of Magnetawan as sole voting member.

The Corporation will serve as the Municipality's eligible tourism entity, whereas at minimum 50 per cent of the revenue generated from the collection of MAT, minus administrative and collection service fees including third party monitoring, will be transferred to the Corporation.

**Guiding Principles**

The following principles function as guideposts in future decision-making throughout the Corporation's lifecycle irrespective of any changes in leadership, goals, strategies and activities. The Corporation will be guided by the following principles:

- a) The Corporation will take a leadership role in promoting and marketing the Magnetawan area as a destination for tourism, leisure and business travel with an emphasis on promoting year-round tourism;
- b) The Corporation will develop and implement marketing strategies that reflect Magnetawan's unique character, its cultural and built heritage, recreational and sport assets, and business development opportunities;
- c) The Corporation will undertake its work based on an objective decision-making process that is accountable and transparent, resulting in community-wide benefits.

## **Mission Statement**

*To market and promote the Municipality of Magnetawan as a tourism destination for long-term, year-round sustainable growth within the Municipality's visitor economy. By working collaboratively with and with support from, accommodation providers, local businesses, tourism operators, community service organizations, retail establishments, food and beverage providers, the Corporation will actively research, develop and implement destination and promotional programming that will support and grow Magnetawan's tourism industry.*

## **Mandate**

The mandate of the Corporation will be the promotion of tourism in Magnetawan. For greater certainty, the expression "promotion of tourism" includes the development of tourism products.

## **Governance Structure and Incorporation**

In order to proceed with the establishment of the Corporation, an application must be made to the Province to incorporate a non-share capital corporation in accordance with the *Ontario Corporations Act*. The Corporation will be created by the filing of an application for incorporation by way of letters patent to be drafted by the Municipal Solicitor that will include the following information:

- Name of the Corporation: Magnetawan Association Tourism
- Address: Municipality of Magnetawan, P.O. Box 70, 4304 Highway 520, Magnetawan, ON POA 1P0
- First Directors: Members of Council

The Board of Directors will have oversight and key decision-making roles with respect to the operation of the Corporation.

The letters patent and the by-laws of the Corporation will set out the powers of the Corporation, its membership structure and the process for making changes to the Corporation's by-laws.

## **Financial Implications:**

The creation and management of an annual operating budget will be the responsibility of the Corporation's Board of Directors and be subject to Council's approval. The Corporation will be funded from the proceeds of the Municipal Accommodation Tax revenues 50 per cent tourism promotion share (net) approved by Council.

With the implementation of the MAT, Council will be asked to approve the establishment of a Reserve Fund to receive the Municipality's portion of the MAT.

The Corporation will enter into an agreement with the Municipality of Magnetawan respecting reasonable financial accountability matters in order to ensure that the amount paid to the Corporation is used for the exclusive purpose of promoting tourism, and the agreement may provide for other matters.

The nominal cost to establish the proposed Corporation (e.g. cost to incorporate, purchase accounting software, legal and Staff fees, etc.), will need to be covered by the Municipality to the Corporation, which will be repaid to the Municipality from MAT revenue once the Corporation begins to receive MAT revenues.

Revenues from the MAT Reserve Fund will be transferred to the new Corporation, as required, once the legally required agreement between the Municipality and the Corporation is finalized.

**Accountability and Reporting**

The Corporation will provide Council with a multi-year business plan and financial statement as part of the Municipality’s annual budget approval process. The business plan will include the following:

- a) The strategic objectives, priorities and business objectives;
- b) Revenue and expenditures anticipated in the coming year;
- c) Performance metrics for monitoring progress and accomplishments;
- d) An operating budget for the Corporation for the next financial year, including the current year actual, budget and variance.

The Corporation will be required to conduct regular and open meetings, including an Annual general Meeting, pursuant to its Corporate By-law and the Agreement. It is anticipated that reporting to Municipality of Magnetawan Council by the Corporation would take place quarterly (financials) with minutes provided to Council as meetings are held. The Corporation will report to Council annual audited financials.

**Conclusion:**

The business case for a new corporation mandated to promote tourism, is established based on *Ontario Regulation 599/06* and *Ontario Regulation 435/17*. The Corporation will allow the Municipality to continue to play a leadership role in establishing Magnetawan a tourism destination.

It is recommended to have the Corporation set up in 2024 with an anticipated start date of 2025 for the implementation of the Municipal Accommodation Tax.

Further Staff recommend beginning the process of community engagement with a survey, soliciting comments and suggestions from the public about Magnetawan tourism. The results of the survey will be presented to Council and the public during a regular meeting of Council. At this meeting Council may choose to receive letters of interest from the community for the Magnetawan Association for Tourism Corporation.

Respectfully Submitted,



Erica Kellogg,

Deputy Clerk – Planning and Development

TERMS OF REFERENCE FOR  
ALMAGUIN HIGHLANDS HEALTH COUNCIL

(UPDATED: JANUARY 2023)

## Definitions

**“Almaguin Highlands Health Centre”** is a health centre building located at 150 Huston Street in Burk’s Falls, Ontario and owned by Village of Burk’s Falls. The Village of Burk’s Falls manages the physical building and the leases with various healthcare service professionals housed in the building.

**“Almaguin Highlands Health Council”** is the name of the committee made up of appointed Municipal Council representatives from participating member municipalities. The mandate and composition of the Almaguin Highlands Health Council is outlined in this document.

**“Approval”** means the approval of the majority of the Health Council members.

**“Health Council Member”** is any member who sits on the Almaguin Highlands Health Council.

**“Health Council”** is an abbreviated name for the Almaguin Highlands Health Council.

**“Village”** means the Village of Burk’s Falls.

**“User(s)”** is / are any member of the public using healthcare services in the Almaguin Highlands region.

## BACKGROUND

After the closure of the hospital, including the emergency departments in 2010, the former Burk’s Falls and District Hospital was returned to the Village of Burk’s Falls from Muskoka Algonquin Health Care (MAHC) due to a past agreement. The building, now known as the Almaguin Highlands Health Centre, continues to be owned and maintained by the Village of Burk’s Falls. In 2011, a committee structure was created to represent the Health Centre and to advocate for continued health care services within the Almaguin Highlands Health Centre. The organization was comprised of municipal elected officials, area residents and members of health care agencies. A Letters Patent was filed in 2011 to become a non-profit charitable organization (Ontario Corporation Number 1836004, under the name Almaguin Highlands Health Centre) allowing the organization to receive donations from the public and private



sectors along with private citizens; however, Terms of Reference for the committee were not created at that time.

Since 2011, membership has experienced fluctuation, both in terms of members and represented municipalities. In 2018 following the municipal elections a call out for representation was made with ten municipalities appointed representation. In 2020, the organization re-branded its name from the original Almaguin Highlands Health Centre Committee to the Almaguin Highlands Health Council to separate its activities from those within the physical Health Centre building and to reflect a focus on healthcare services across the Almaguin Highlands region.

As the organization's representation has changed over the years so have its goals and intentions, including a focus beyond the Almaguin Highlands Health Centre building to services provided across the entire Almaguin Highlands region. These Terms of Reference have been created to finalize the structure of the Almaguin Highlands Health Council and to outline the roles and responsibilities for both the Council and the Village of Burk's Falls (being the property owner of the Almaguin Highlands Health Centre building).

## MANDATE OF THE ALMAGUIN HIGHLANDS HEALTH COUNCIL

Following are the key objectives of the Almaguin Highlands Health Council:

1. Represent the needs of citizens across the Almaguin Highlands region from a healthcare perspective;
2. Promote current healthcare related services delivered within the region of the Almaguin Highlands;
3. Advocate for the development of new / future services in the region, highlighting potential needs of the population to the administering Ministry or other governing body;
4. Actively participate on local healthcare boards, committees and other decision bodies in an effort to ensure that the Almaguin Highlands region has an appropriate level of representation and decision-making capability with respect to healthcare-related decisions and investments;
5. Assist with the development of healthcare services through fund-raising efforts and via resolutions with the various represented Municipalities to support specific healthcare initiatives.

## GUIDING PRINCIPLES

Build and foster strong relationships with healthcare providers and governing bodies with respect to healthcare initiatives across the Almaguin Highlands.

Advocate and champion meaningful partnerships.

Foster an environment of positive progress toward healthcare excellence for our region.

Communicate and share our goals and successes with our partners and constituents.

## ENGAGEMENT APPROACHES

1. **Consult** with our partners, healthcare providers, Ministry experts, and users of the healthcare system in our region. This will enable us to gain knowledge on funding models, determine healthcare service delivery options and determine areas of focus for the Health Council.
2. **Advocate** for health care service delivery providers and/or agencies as a means to inform governing bodies of the need and demand for the continuation and/or expansion of services within the Almaguin Highlands area.
3. **Collaborate** with stakeholders on enhancements to healthcare service delivery models in the Almaguin Highlands.
4. **Assist** healthcare providers through promotion of the Almaguin Highlands in efforts to recruit and retain healthcare professionals.
5. **Communicate** our activities and success across the Almaguin Highlands region.

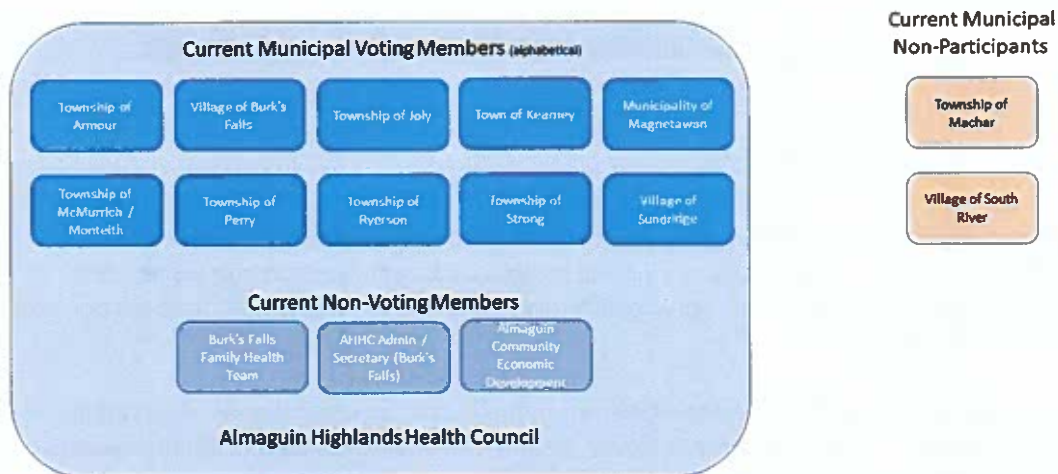
## Almaguin Highlands Health Council

### Composition

The Council shall consist of municipal representation, community advocates, and healthcare professionals. This may include, but not be limited to, physicians / nurses / nurse practitioners, healthcare administrators, healthcare management, senior care services, patient advocates, and economic development representatives. Health Council participation is a voluntary position. In addition to the Council members, the Village of Burk's Falls will appoint one (1) person to act as the Administrator / Secretary for the Council (non-voting). In the event Burk's Falls is unable to provide an Administrator/Secretary, the vacancy will be brought to the Council for consideration by member municipalities.

There shall be a maximum of fourteen (14) and a minimum of eight (8) members of the Council.

As at November 2018 and until such time as voting membership changes (see “Appointing Members” and “Termination of Members” below), following is the make-up of the voting Municipal members across the Almaguin Highlands:



### Member Roles

As elected representatives of the respective communities represented on the Almaguin Highlands Health Council, only municipally-appointed members will be “voting” members of the AHHC Council.

Each member of the Health Council shall have one vote of equal value on all decisions. From the membership there shall be two appointed positions, determined by majority vote from the entire appointed membership, for the positions of Chair and Vice-chair. Proxy votes shall not be permitted.

Municipal representation on the Almaguin Highlands Health Council will align with the four-year municipal term.

#### Almaguin Highlands Health Council Chair Responsibilities

- a) The Chair shall preside over meetings ensuring each member provides input on matters. This position calls meetings to order and follows the prepared agenda items for discussions and summarizes outcome.
- b) The Chair shall call for a vote on all decisions to be made by the Council.
- c) The Chair shall have one vote and shall vote last on decisions.
- d) The Administrator / Secretary shall report to the Chair any concerns between meetings regarding service delivery. The Chair will determine if the matter is urgent to call a Council meeting, or if it can hold until the next regular meeting.
- e) The Chair shall ensure all members show respect during a meeting and shall have the right to remove a member should they continue to act out at a meeting.
- f) The Chair shall act as a signing authority for the Health Council, where applicable.
- g) The Chair acts as the official liaison with media.
- h) A Vice Chair will be appointed amongst members and will attend meetings related to the Health Council if the Chair is unavailable.

#### Almaguin Highlands Health Council Member Responsibilities

- a) Attend monthly meetings and special meetings as required.
- b) Actively seek and foster working relationships with health and mental health providers and/or agencies.
- c) Assist and participate in all decision-making processes.
- d) Follow guiding principles of Terms of Reference.
- e) Report back to respective Municipal Councils on the activities of the Almaguin Highlands Health Council and make requests of their Municipal Councils as required.

#### Administrator / Secretary Responsibilities

- a) The Administrator / Secretary shall prepare agendas in conjunction with the Chair and record minutes for all Health Council meetings, as well as sending notice to each member of upcoming meetings.
- b) The Administrator / Secretary shall collect and mail as necessary to ensure the Chair can compose timely responses to those inquiries.
- c) The Administrator / Secretary shall ensure there is quorum for every meeting.
- d) Working with the Chair coordinates the matters for discussion at each meeting through the preparation of an agenda.
- e) The Administrator / Secretary shall be responsible for prompt payment of all bills.
- f) The Administrator / Secretary shall be responsible for maintaining accurate and complete accounting records of all receipts and disbursements and submit a monthly and annual statement to the Health Council.

## Appointing Members to the Almaguin Highlands Health Council

Every four years, after a municipal election the Administrator / Secretary shall solicit municipalities within the Almaguin Highlands area to appoint a representative to become an Almaguin Highlands Health Council member. This will include solicitation of all twelve (12) municipal councils in the region, whether or not they were participants in previous terms.

Should a vacancy occur mid term then a request will be made to that municipal Council seeking an alternative member from that Council.

Members from the healthcare field or the Almaguin Highlands community shall be accepted as non-voting members provided the maximum number is not exceeded. These members will be accepted by resolution through a majority vote of the Health Council.

Should a member wish to leave the Health Council a written resignation letter to the Chair shall be submitted with as much notice as possible.

## Termination of Member Appointment

Should an appointed member miss more than three (3) consecutive meetings without prior and reasonable explanation the member's seat will be deemed vacant and a replacement sought.

Should the Chair and a quorum of the Health Council agree that an appointed member has disrupted the ease of the Council and/or has breached the code of conduct, ethics or any other behaviour that could cause the Almaguin Highlands Health Council harm and/or created a negative image of the Health Council, said member shall be terminated from the Health Council through notification to the representative municipality.

Should a represented Municipal Council decide to cease its participation in the Almaguin Highlands Health Council, a resolution indicating its decision from the individual Municipal Council shall be presented to the Almaguin Highlands Health Council Administrator / Secretary and / or Chair. This will be the case whether participation is ceased mid-term (i.e. of the four-year municipal term) or at the start of a new four-year term.

## Council Quorum

The quorum of the Group will be 50%+1 of its membership. If quorum is not achieved within 15 minutes of the meeting time, the meeting will not proceed, and no discussion or decisions will be made.

## Council Meeting Terms & Requirements

A meeting will be called by the Chair once a month to discuss Almaguin Highlands Health Council progress. Every member of the Health Council is expected to attend all meetings. Each member of the Council will receive an agenda at least two days prior to the meeting date. A meeting may also be called when 2/3 of the members call one.

## Almaguin Highlands Health Council Funds

Funds received by the Almaguin Highlands Health Council shall be derived from donations and / or from solicitation by resolution to the represented Municipal Councils. These funds shall be managed through the Village of Burk's Falls with use of funds determined by the Health Council. Funds will be used for the continuation and / or expansion of current and future health care

services across the Almaguin Highlands region, as appropriate and agreed. Disbursement of funds shall be agreed through resolution and majority vote by the Health Council.

Funds collected from participating Municipal Councils for a specific, named purpose shall be used only for that purpose unless a resolution is received from each contributing Municipality directing the funds elsewhere. Tracking and allocation of these funds will be administered by the Village of Burk's Falls. Funds not directed for a specific, named use will be disbursed at the discretion of the Health Council through resolution and majority acceptance.

The Village of Burk's Falls will be accountable for the maintenance and repair of the Almaguin Highlands Health Centre Building, located at 150 Huston Street in Burk's Falls, Ontario.

As representatives of their respective Municipal Councils, AHHC members will also consider requests for additional funding for the improvement of all healthcare services and to be first brought forward to the Health Council for discussion and transparency. Funding requests to member municipalities, however, will be made directly by the Village of Burk's Falls. Each Municipal Council must agree, by their own resolution, to assist.

### Health Council Conflict of Interest

Any form of conflict must be disclosed prior to each meeting to avoid any unfair voting or decision making. The Health Council is open to feedback from all members who are not in conflict. Every member is encouraged to read the Conflict of Interest Act to ensure their understanding of rules.

### Health Council Nepotism

The Council shall not hire, contract or favour any business based on relations between individuals. The Council shall not engage in meaningful occupational gain with parents, children or grandparents/children of member from the Council.

### Health Council Code of Conduct

All members of the Health Council are mandated to follow the Code of Conduct, and Workplace Harassment Policies. Failure to do so will result in removal from the Council.

### Village of Burk's Falls

As the Village of Burk's Falls maintains ownership of the properties located at 150 Huston Street and 162 Huston, the day-to-day operations of these buildings, including tenant relations is under the care and control of the Village of Burk's Falls. It is anticipated, however, that due its mandate, the Almaguin Highlands Health Council will provide input and assistance with respect to the addition of healthcare services at the building and in all member municipalities.

November 21, 2023

Dear Mayor and Councillors,

Every January, **Crime Stoppers Month** is recognized around the world for the organization's impact on its communities. Our mission is to STOP, SOLVE, AND PREVENT CRIME-TOGETHER!

Near North Crime Stoppers (NNCS), which serves the Districts of Nipissing and Parry Sound is a registered charitable program that enhances community safety across the region. Despite all the modern technology available to law enforcement agencies, one of the most cost-effective and successful methods to prevent or solve crime is when someone anonymously reports a TIP to Crime Stoppers through the TIPLINE or the website. We do not subscribe to any call tracing technology, so tips remain confidential and are passed on to the appropriate law enforcement agency.

To date, NNCS has received 22,468 calls from tipsters, contributing to the arrest of 1,786 individuals, and over \$4.3 million in property and cash having been recovered. Nearly \$58 million in drugs, destined for our communities, have been seized because of Crime Stoppers anonymous, valuable information.

The success of Crime Stoppers rests heavily on community engagement through awareness and support of many partners, with municipalities being key stakeholders. Recognizing and supporting Crime Stoppers helps municipalities to support their local **Community Safety and Well Being Plans** plan.

We are asking your council to **pass a resolution recognizing January 2024 as Crime Stoppers Month**, and post/share messaging on your social media sites and electronic boards in your community. You can keep an eye on <https://www.facebook.com/NearNorthCrimeStoppers>, our website <https://nearnorthcrimestoppers.com>

If your council agrees to proclaim January as Crime Stoppers month, please contact us so that we can recognize your municipality on our social media platforms. If you would like to learn more about our program, we would be happy to present information upon request. Thank you for your continued support.

Sincerely,



Brandon Fenton  
Chair



Mary Houghton  
Executive Secretary

gave \$300 in 2022

**Laura Brandt**

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**From:** Florence Hirsche  
**Sent:** November 14, 2023 11:50 AM  
**To:** Laura Brandt  
**Subject:** Ahmic Harbour Recreation Request

November 14, 2023

Municipality of Magnetawan  
4304 Hwy 520  
Magnetawan, ON, POA 1A0

Re: Ahmic Harbour Recreation Group Christmas 2023

Dear Council Members,

The Ahmic Harbour Recreation Volunteers headed by Ted McEwen are once again planning a Holiday Event for the people of Ahmic Harbour and surrounding area.

We greatly appreciated the donation made by the Municipality for last year's Holiday event and hope Council again will consider contributing to our event.

Ted McEwen has always championed social events in Ahmic Harbour. This year's event will be held December 16th at Crowell's Mercantile in Ahmic Harbour. The team is planning games, prizes, food and of course a visit from Mr and Mrs Claus.

Thank you for your consideration & hope to see you there:)

Respectfully  
Florence Grant-Hirsche



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

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

**WHEREAS** the Council of the Municipality of Magnetawan appreciates its Veterans and is supportive of the Royal Canadian Legion;

**NOW THEREFORE BE IT RESOLVED** that \$500 be donated directly to the Royal Canadian Legion, Dunchurch, Branch 394 in 2023.

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

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

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

**Recorded Vote**

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

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

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

**BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan:

- 1) Authorizes the payment of accounts up to and including December 31, 2023
- 2) Authorizes the Treasurer to transfer \$100,000 from the 2022 year-end surplus into an investment account to be held for share contribution for the Huntsville and Bracebridge Hospital builds.
- 3) Authorizes the Treasurer to transfer any 2023 year-end surplus into the Asset Management Reserve.
- 4) Authorizes the Treasurer to draw any 2023 year-end deficit from the Working Funds Reserve.

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

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

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

**Recorded Vote**

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

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

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

**WHEREAS** generally accepted accounting principles for local governments established by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada require municipalities to capitalize and amortize tangible capital assets to accrue liabilities related to post-employment and sold waste landfill closure and post-closure expense;

**AND WHEREAS** Ontario Regulation 284/09 states that a municipality may exclude these expenses from budgeted amounts for which revenue must be raised;

**AND WHEREAS** if excluded, Ontario Regulation 284/09 requires Council to adopt a report that shows the impact of fully covering these expenses;

**NOW THEREFORE, BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan approves and adopts the report entitled "Municipal Act, 2001 Ontario Regulation 284/09, 2023 Budget" as presented.

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

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

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

**Recorded Vote**

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



**Re-Statement of Municipality of Magnetawan 2023 Budget per O.Reg 284/09**

**Adjustments from Cash Basis Budget to Accrual Basis Budget**

**Restatement Per O'Reg 284/09**

	Cash Basis 2023 Budget revenues	Reserves Additions Tsf To	expenses	Debt Principal	Reserves Withdrawals Tsf From	Amortization	Accrual Basis 2023 Budget
<b>General Government</b>							
Revenue	(1,979,735)				233,296		(1,746,439)
Expenses		-785,201	1,136,303			83,331	1,219,634
<b>Protection Services</b>							
Revenue	(23,000)				0		(23,000)
Expenses		-54,000	1,022,718				1,022,718
<b>Transportation</b>							
Revenue	(11,500)				0		(11,500)
Expenses		0	3,299,898	130,000		806,314	4,236,212
<b>Environmental Services</b>							
Revenue	(52,450)				70,000		17,550
Expenses		-508,000	1,227,478			70	1,227,548
<b>Recreation &amp; Cultural Services</b>							
Revenue	(20,000)						(20,000)
Expenses		-92,271	1,021,464			12,642	1,034,106
<b>Health Services</b>							
Revenue	0				0		0
Expenses		0	877,558				877,558
<b>Planning &amp; Development</b>							
Revenue	(207,600)				0		(207,600)
Expenses		-20,000	353,700				353,700
<b>Net Department Costs</b>	<b>-\$ 2,294,285</b>	<b>-\$ 1,459,472</b>	<b>\$ 8,939,119</b>	<b>\$ 130,000</b>	<b>\$ 303,296</b>	<b>\$ 902,357</b>	<b>\$ 6,521,015</b>
<b>Tax Levy</b>	<b>5,618,658</b>	<b>Revenues</b>	<b>Expenses</b>				<b>5,618,658</b>
<b>Net Budgeted</b>	<b>5,618,658</b>	<b>-\$ 3,753,757</b>	<b>\$ 9,372,415</b>				<b>902,357</b>
<b>Surplus/Deficit</b>							

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**BY-LAW NO. 2023 –**

**Being a By-law respecting Construction, Demolition, Change of Use,  
Conditional Permits and Inspections**

WHEREAS Section 7 of the Building Code Act, 1992, S.O. 1992, Chapter 23, as amended, empowers Council to pass certain By-laws respecting construction, demolition, change of use, conditional permits and inspections of same;

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

**1. SHORT TITLE**

This By-law may be cited as the “Building By-law”.

**2. DEFINITIONS**

2.1 In this By-law,

2.1.1 **Act** means the Building Code Act 1992, as amended, including amendments thereto.

2.1.2 **Abandoned Permits** means where an incomplete application remains incomplete for three (3) months or ninety (90) days without any attempt to complete the application.

2.1.3 **As Constructed Plans** means as constructed plans as defined in the Building code.

2.1.4 **Building** means a building as defined in Section 1(1) of the Act.

2.1.5 **Building Area** means the greatest horizontal area of a building within the outside surface of the exterior walls.

2.1.6 **Building Code** means the regulations made under Section 34 of the Act.

2.1.7 **Chief Building Official** means the Chief Building Official appointed by By-law of the Corporation of the Municipality of Magnetawan for the purposes of the enforcement of the Act.

2.1.8 **Construct** means construct as defined in Section 1(1) of the Act.

2.1.9 **Construction Revision** means revised drawings required as a result of inspection revealing construction that has not been carried out in accordance with the permit drawings.

2.1.10 **Corporation** means the Corporation of the Municipality of Magnetawan

2.1.11 **Demolish** means demolish as defined in Section 1(1) of the Act.

2.1.12 **Farm Building** means a farm building as defined in the Building Code.

2.1.13 **Building Inspector** means an inspector appointed by By-law of the Corporation of the Municipality of Magnetawan for the purposes of the enforcement of the Act.

2.1.14 **Owner** means the registered owner of the property and includes a lessee, mortgagee in possession, and the authorized agent in lawful control of the property.

- 2.1.15 **Permit** means written permission or written authorization from the Chief Building Official to perform work regulated by this By-law and the Act.
- 2.1.16 **Permit Holder** means the owner to whom a permit has been issued or where a permit has been transferred, the new owner to whom the permit has been transferred.
- 2.1.17 **Plumbing** means plumbing as defined in Section 1(1) of the Act.
- 2.1.18 **Re-inspection** means an inspection that is required due to the work subject to inspection not being completed at the time of the original request for inspection.
- 2.1.19 **Word – term not defined** meaning any word or term not defined in this By-law, that is defined in the Act or Building Code shall have the meaning ascribed to it in the Act or the Building Code.

3. **CLASSES OF PERMITS**

Classes of permits with respect to the construction, demolition and change of use of buildings and permit fees shall be as set out in Schedule A and B to this By-law.

4. **REQUIREMENTS FOR APPLICATIONS**

4.1 **THE APPLICATION**

To obtain a permit, the owner or an authorized agent by the owner shall file an application in writing by completing a prescribed form available at the municipal office or at the office of the Chief Building Official or from the Building Code website [www.obc.mah.gov.on.ca](http://www.obc.mah.gov.on.ca).

4.2 Where application is made for a building permit under Subsection 8(1) of the Act, the application shall:

4.2.1 Identify and describe in detail the work and the occupancy to be covered by the permit for which application is made.

4.2.2 Describe the land on which the work is to be done, by a description that will readily identify and locate the building lot.

4.2.3 Include a minimum of two sets of complete plans and specifications for the work to be covered by the permit and show the occupancy of all parts of the building.

4.2.4 State the valuation of the proposed work including materials and labour and be accompanied by the required fee.

4.2.5 State the names, addresses and telephone numbers of the owner and of the architect or engineer, where applicable, or other designer or contractor.

4.2.6 Be accompanied by a written acknowledgement of the owner that he has retained an architect or professional engineer to carry out the field review of the construction where required by the Building Code, and,

4.2.7 Be assigned by the owner or his or her authorized agent who shall certify the truth of the contents of the application.

4.3 Where application is made for a demolition permit under Subsection 8(1) of the Act, the application shall,

- 4.3.1 Contain the information required by clauses 4.1 to 4.2; and
  - 4.3.2 May be required to be accompanied by satisfactory proof that arrangements have been made with the proper authorities for the cutting off and plugging of all water, sewer, electric, telephone or other utilities and services.
- 4.4 Where application is made for a conditional permit under Subsection 8(3) of the Act, the application shall,
- 4.4.1 Contain the information required by clauses 4.2. to 4.2.7;
  - 4.4.2 Contain such other information, plans and specifications concerning the complete project as the Chief Building Official may require;
  - 4.4.3 State the reasons why the applicant believes that unreasonable delays in construction would occur if a conditional permit is not granted;
  - 4.4.4 State the necessary approvals, which must be obtained in respect of the proposed building and the timeline in which such approvals will be obtained;
  - 4.4.5 State the timeline in which plans and specifications of the complete building will be filed with the Chief Building Official.
  - 4.4.6 Review and sign a Conditional Permit Agreement as prescribed by the Chief Building Official.
- 4.5 Where application is made for a transfer of a permit under clause 7(h) of the Act because of change of ownership of the property, the owner shall file the following information,
- 4.5.1 The form prescribed by the Chief Building Official.
  - 4.5.2 The names and addresses of the former and new owner.
  - 4.5.3 The date that the property was transferred; and
  - 4.5.4 The confirmation of the continuation of or the particulars of any change in the arrangements for general review of the construction in accordance with Section 2.3., Design and General Review, of the Building Code.
- 4.6 **CHANGE IN USE PERMITS**
- Every applicant for a change of use permit issued under Subsection 10(1) of the Act shall be submitted to the Chief Building Official and shall:
- 4.6.1 Describe the building in which the occupancy is to be changed, by a description that will readily identify and locate the building;
  - 4.6.2 Identify and describe in detail the current and proposed occupancies of the building or part of a building for which the application is made;
  - 4.6.3 Include plans and specifications which show the current and proposed occupancy of all parts of the building, and which contain sufficient information to establish compliance with the requirements of the Building Code including floor plans, details of wall, ceiling and roof assemblies, identified required fire resistance ratings and load bearing capacities;

- 4.6.4 Be accompanied by the required fees;
- 4.6.5 State the name, address, and telephone number of the owner;  
and
- 4.6.6 Be signed by the owner or his or her authorized agent who shall certify the truth of the contents of the application.

#### 4.7 **PLANS AND INSPECTIONS**

- 4.7.1 Sufficient information shall be submitted with each application for a permit to enable the Chief Building Official to determine whether or not the proposed construction, demolition or change of use will conform with the Act, the Building Code, and any other applicable law.
- 4.7.2 After the issuance of a permit under the Act, notice of any material change to a plan, specification, document, or other information on the basis of which is not to be made without written authorization of the Chief Building Official.
- 4.7.3 Each application shall, unless otherwise specified by the Chief Building Official, be accompanied by two (2) complete sets of plans and specifications required under this By-law.
- 4.7.4 Plans shall be drawn to scale on paper, cloth or other durable material shall be legible and without limiting the generality of the foregoing, shall include such works as set out in Schedule "C" to this By-law, unless otherwise specified by the Chief Building Official.
- 4.7.5 Site plans shall be accurately drawn to scale, and when required by the Chief Building Official to demonstrate compliance with the Act, the Building Code or other applicable law, a copy of a survey prepared by an Ontario Land Surveyor shall be submitted. Site plans shall show:
  - 4.7.5.1 Lot size and the dimensions of the property lines and setbacks to any existing or proposed buildings,
  - 4.7.5.2 Existing and finished ground levels or grades,
  - 4.7.5.3 Existing right-of-ways, easements, and municipal services where applicable.
- 4.7.6 Verification by an Ontario Land Surveyor of By-law compliance may be required before proceeding past foundation state, if required by the Chief Building Official.

#### 5. **PAYMENT OF FEES**

- 5.1 Fees for a required permit shall be as set out in Schedule "B" to this By-law and are due and payable upon submission of an application for a permit.
- 5.2 Where the fees payable in respect of an application for a construction or demolition permit issued under Subsection 8(1) of the Act or a conditional permit under Subsection 8(3) of the Act are based on the cost of valuation of the proposed work, the cost of valuation of the proposed work shall mean the total



cost of all work regulated by the permit, including the cost of all material, labour, equipment, overhead and professional and related services, provided that where application is made for a conditional permit, fees shall be paid for the complete project.

- 5.3 The Chief Building Official may place a valuation on the cost of the proposed work for the purposes of establishing the permit fee, and where disputed the applicant shall pay the fee under protest and, within six (6) months of completion of the project, shall submit an audited statement of the actual costs and where the audited costs are determined to be less than the valuation, the Chief Building Official shall issue a refund.

6. **REFUNDS**

- 6.1 In the case of withdrawal of an application or the abandonment of all or a portion of the work or the non-commencement of any project, the Chief Building Official shall determine the amount of paid permit fees that may be refunded to the applicant, if any, in accordance with Schedule "D" attached to and forming part of this By-law. The Chief Building Official, in their sole discretion, may waive or lower fees in extenuating circumstances.

7. **PRESCRIBED NOTICES AND INSPECTIONS**

- 7.1 The owner or an authorized agent shall notify the Chief Building Official at least two (2) business days which does not include the day the notice was given to each stage of construction for which notice in advance is required under the Building Code. In addition to the prescribed notice contained in 1.2.5.1. Div C of the Building Code, notice of any solid fueled appliance rough-in 1.3.5.2.(1)(c) is also required. Notice of completion is also required in accordance with subsection 11(2) of the Building Code Act.
- 7.2 Notice may be given in one of the following ways:
- 7.2.1 Phone message at (705) 387-4029
  - 7.2.2 Fax at (705) 387-4875
  - 7.2.3 In person at the Municipality of Magnetawan Municipal Office
  - 7.2.4 By Email: [cbo@magnetawan.com](mailto:cbo@magnetawan.com)

8. **EQUIVALENTS / ALTERNATIVE SOLUTIONS**

The person proposing an alternative solution shall provide the documentation required by Section 2.1 Div. C of the Ontario Building Code.

9. **AS CONSTRUCTED PLANS**

The Chief Building Official may require that a set of plans of a building or any class of building as constructed be filed with the Chief Building Official on completion of construction under such conditions as may be prescribed in the Building Code.

10. **THE PENALTY CLAUSE**

Under Clause 36(1) of the Act, contravention of a By-law passed under the Act constitutes an offence, and subsections 36(3)-(5) of the Act provides penalties for this offence.

11. **REPEAL CLAUSE**

11.1 That By-law No. 2021-66 and any previously conflicting Bylaws are hereby repealed.

11.2 That any By-law or part of any By-law inconsistent with the provisions of this By-law, is hereby changed to remain consistent with this By-law.

12. **DATE AND EFFECT**

This By-law shall come into force and effect on the 1<sup>st</sup> day of January 2024.

13. **SCHEDULES ATTACHED**

Schedule A – Classes of Permits

Schedule B – Permit Fees

Schedule C – Application requirements

Schedule D – Refund of fees

Schedule E – Transfer Permit Application

**READ A FIRST, SECOND AND THIRD TIME**, passed, signed and the Corporate Seal attached hereto, this 6<sup>th</sup> day of December 2023.

**THE CORPORATION OF  
THE MUNICIPALITY OF MAGNETAWAN**

\_\_\_\_\_  
Mayor

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

## SCHEDULE "A"

By-law 2023-

### CLASSES OF PERMITS

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1. **Building Permit**

To be for the purpose of allowing the construction of a building, includes erection, installation, extension or material alteration or repair of a building and includes the installation of a building unit moved from elsewhere.

2. **Demolition Permit**

For the demolition of all or part of a building.

3. **Conditional Permit**

Pertains to construction only and may be issued only in accordance with Section 8(3) of the *Building Code Act*.

4. **Stage of Construction**

For the purpose of allowing the commencement of construction of a building or part thereof and completion to a certain stage as permitted by such Permit and includes but is not limited to solid fuel burning appliances, heating, ventilation systems and air conditioning systems, or any part thereof.

5. **Designated Structure**

To be for the purpose of constructing a designated structure as defined in the *Ontario Building Code*.

6. **Temporary Structure**

To be issued as a Conditional Permit by the Chief Building Official

7. **Transfer Permit**

To be issued to a new owner where ownership changes occur during or prior to the closing of any previously issued permit.

8. **Occupancy Permit**

To allow occupancy of an unfinished building in accordance with the Building Code.

9. **Change of Use Permit**

To comply with the requirements of Part 10 of the Building Code.

**SCHEDULE "B"**  
By-law 2023 -  
**PERMIT FEE SCHEDULE**

**Admin Fees  
(non-refundable)**

**Cost Guidelines**

<b>\$150.00</b>	+ \$15.00 per Thousand
\$200.00	+ \$15.00 per Thousand Conditional Building Permit
\$100.00	Change of Use Permit – Inspection fee only with no Building Permit Issued
\$100.00	Transfer Permit
\$100.00	Searching of Records
<b>\$100.00</b>	<b>Compliance Letters</b>
\$100.00	Re-inspection
<b>\$75.00</b>	Per page for review of revised plans or plans submitted with application and no permit issued
\$100.00	+\$50.00 per page for review of revised plans and/or documents to amend an existing Building Permit
\$200.00	Application fee for Alternative Solution Design
\$200.00	Special Inspection Fee to inspect buildings or structures where a request has been made for a final inspection or occupancy/use where the permit has been inactive for more than one year and/or to determine status of dormant files.
<b>\$150.00</b>	Orders Issued
\$2.00 - \$10.00	Printing of drawings (oversized per page – as determined by the CBO)

**CONSTRUCTION COST GUIDELINES – cost per square foot of floor area**

**Residential Unit:**

Single Storey House	\$175.00 minimum per square foot
Two Storey House (1 <sup>st</sup> floor)	\$150.00 minimum per square foot
Each Additional Storey	\$ 75.00 minimum per square foot
Attached Garage	\$ 40.00 minimum per square foot

**Cottage / Recreational Dwelling:**

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

**Garage / Farm Buildings:**

Garage / Shed on Slab	\$40.00 minimum per square foot
Garage / Shed no floor	\$30.00 minimum per square foot

Barns / Outbuildings located on Assessed Farmlands	\$25.00 minimum per square foot
<b>Commercial – Industrial:</b> Based on cost price.....or	\$95.00 minimum per square foot
<b>Renovations:</b>	Based on cost price estimates
<b>Decks / Porches / Additions:</b>	\$50.00 per square foot
<b>Demolition Permits:</b>	\$15.00 minimum per square foot

Building without a permit – Construction started without a permit: fees are doubled or a minimum of \$1,500 whichever is greater.

The cost construction guidelines are only a guideline. The Chief Building Official may place a valuation on the cost of the proposed work as per Section 5 of this Building By-law.

**Residential:**

No permit is required for re-shingling a roof, and/or re-roofing with metal or metal siding.  
 No permit is required for a shed less than one hundred sixty-one (161) square feet provided that the principal structure is erected on the property or a permit for such structure has been issued. Lot coverage and setback distances for the Accessory Building must also comply with the Zoning By-law.  
 No Permit is required for a tent structure not exceeding six hundred forty-five (645) square feet.  
 \*Human habitation is not permitted.

**Commercial/Industrial:**

Permits are required for most renovations and construction. Please Contact the Building Department first before building or performing renovations.

**TO OBTAIN A BUILDING PERMIT**, it is necessary to first apply and receive the following:

1. Sewage system approval from the North Bay-Mattawa Conservation Authority for buildings that require plumbing facilities.
2. An Entrance Permit or Culvert Permit from the Municipality if necessary.
3. An Entrance Permit or Building Permit from the Ministry of Transportation if the property fronts onto a Provincial Highway or Secondary Highway.
4. A legal Survey may be required if the survey stakes are not clearly visible to the Chief Building Official.

**SCHEDULE "C"**  
By-law 2023-

**REQUIRED PERMIT DRAWINGS**

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- 1. The Site Plan**
- 2. Floor Plans**
- 3. Foundation Plans**
- 4. Framing Plans**
- 5. Roof Plans**
- 6. Sections and Details**
- 7. Building Elevations**
- 8. Heating, Ventilation and Air Conditioning Drawings**
- 9. Plumbing Drawings**
- 10. Electrical Drawings**

**Note:**

The above-mentioned list of drawings should be used as a guide when preparing drawings for submission for a building permit, for a project designed under Part Nine of the Ontario Building Code that does not require professional design.

Any project that requires design by an Architect and/ or a Professional Engineer (Part Three Buildings, such as an assembly, institutional or large buildings over six hundred (600) square metres and multiple dwellings) will require more comprehensive drawings to illustrate compliance with the Ontario Building Code.

The Chief Building Official may specify that not all of the above-mentioned plans are required to accompany all applications for permits.

Check with the Chief Building Official for those required.

**SCHEDULE "D"**  
By-law 2023-

**REFUNDS**

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**Status of Permit Application Percentage of Fee Eligible for Refund**

1. Application filed, 75% refund maximum, no processing or review of plans submitted
2. Application filed, 50% refund maximum, where plans have been reviewed and/or permit is issued.
3. Application deemed to be abandoned, 50% refund maximum.

**NOTE:**

1. No refunds after any building inspections are carried out.
2. No refund will be given when the application for refund has not made within twelve (12) months of the issuance of permits.
3. No refund of the admin fee will be made.

**SCHEDULE "E"**  
By-law 2023-

**APPLICATION TO TRANSFER A BUILDING PERMIT**

**Building Permit No.** \_\_\_\_\_

**Original Applicant Name: (Print)** \_\_\_\_\_

**Address: (Print)**  
\_\_\_\_\_  
\_\_\_\_\_

**Permit Transferred To:**  
\_\_\_\_\_  
**(Print Name)**

\_\_\_\_\_  
**(Print Address)**

**Phone No. (Home)** \_\_\_\_\_

**Work No.** \_\_\_\_\_

I, the undersigned, understand that the transfer of a Permit shall not be deemed to be a waiver of any of the provisions of any By-laws or requirements under the Building Code Act, or Regulations made thereunder, notwithstanding anything included in or omitted from the plans or other materials filed in support of or in connection with the Building Permit.

I acknowledge that in the event that the permit is transferred, any changes to plans or specifications filed for the Building Permit, is prohibited, unless first authorized by the Chief Building Official, and such changes could result in an Order to Comply, and/or a charge being preferred, and a summons issued by the Provincial Court.

I acknowledge that in the event that the Chief Building Official seeks to enforce the provisions of the Building Code, its Regulations, or this by-law, with respect to the work to be done pursuant to the permit, I shall be responsible for compliance.

\_\_\_\_\_  
**Date** **Signature (Original Applicant)**



Date

Signature (New owner)

---

Date

Chief Building Official

DRAFT

Previous

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**BY-LAW NO. 2021 – 66**

**Being a By-law respecting Construction, Demolition, Change of Use,  
Conditional Permits and Inspections**

WHEREAS Section 7 of the Building Code Act, 1992, S.O. 1992, Chapter 23, as amended, empowers Council to pass certain By-laws respecting construction, demolition, change of use, conditional permits and inspections of same;

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

**1. SHORT TITLE**

This By-law may be cited as the "Building By-law".

**2. DEFINITIONS**

2.1 In this By-law,

- 2.1.1 **Act** means the Building Code Act 1992, as amended, including amendments thereto.
- 2.1.2 **Abandoned Permits** means where an incomplete application remains incomplete for three (3) months or ninety (90) days without any attempt to complete the application.
- 2.1.3 **As Constructed Plans** means as constructed plans as defined in the Building code.
- 2.1.4 **Building** means a building as defined in Section 1(1) of the Act.
- 2.1.5 **Building Area** means the greatest horizontal area of a building within the outside surface of the exterior walls.
- 2.1.6 **Building Code** means the regulations made under Section 34 of the Act.
- 2.1.7 **Chief Building Official** means the Chief Building Official appointed by By-law of the Corporation of the Municipality of Magnetawan for the purposes of the enforcement of the Act.
- 2.1.8 **Construct** means construct as defined in Section 1(1) of the Act.
- 2.1.9 **Construction Revision** means revised drawings required as a result of inspection revealing construction that has not been carried out in accordance with the permit drawings.
- 2.1.10 **Corporation** means the Corporation of the Municipality of Magnetawan
- 2.1.11 **Demolish** means demolish as defined in Section 1(1) of the Act.
- 2.1.12 **Farm Building** means a farm building as defined in the Building Code.
- 2.1.13 **Building Inspector** means an inspector appointed by By-law of the Corporation of the Municipality of Magnetawan for the purposes of the enforcement of the Act.
- 2.1.14 **Owner** means the registered owner of the property and includes a lessee, mortgagee in possession, and the authorized agent in lawful control of the property.
- 2.1.15 **Permit** means written permission or written authorization from the Chief Building Official to perform work regulated by this By-law and the Act.
- 2.1.16 **Permit Holder** means the owner whom a permit has been issued or where a permit has been transferred, the new owner to whom the permit has been transferred.
- 2.1.17 **Plumbing** means plumbing as defined in Section 1(1) of the Act.
- 2.1.18 **Re-inspection** means an inspection that is required due to the work subject to inspection not being completed at the time of the original request for inspection.
- 2.1.19 **Word – term not defined** meaning any word or term not defined in this By-law, that is defined in the Act or Building Code shall have the meaning ascribed to it in the Act or the Building Code.

**3. CLASSES OF PERMITS**

Classes of permits with respect to the construction, demolition and change of use of buildings and permit fees shall be as set out in Schedule A and B to this By-law.

**4. REQUIREMENTS FOR APPLICATIONS**

**4.1 THE APPLICATION**

To obtain a permit, the owner or an authorized agent by the owner shall file an application in writing by completing a prescribed form available at the municipal office or at the office of the Chief Building Official or from the Building Code website [www.obc.mah.gov.on.ca](http://www.obc.mah.gov.on.ca).

**4.2 Where application is made for a building permit under Subsection 8(1) of the Act, the application shall:**

- 4.2.1 Identify and describe in detail the work and the occupancy to be covered by the permit for which application is made.
- 4.2.2 Describe the land on which the work is to be done, by a description that will readily identify and locate the building lot.
- 4.2.3 Include a minimum of two sets of complete plans and specifications for the work to be covered by the permit and show the occupancy of all parts of the building.
- 4.2.4 State the valuation of the proposed work including materials and labour and be accompanied by the required fee.
- 4.2.5 State the names, addresses and telephone numbers of the owner and of the architect or engineer, where applicable, or other designer or contractor.
- 4.2.6 Be accompanied by a written acknowledgement of the owner that he has retained an architect or professional engineer to carry out the field review of the construction where required by the Building Code, and,
- 4.2.7 Be assigned by the owner or his or her authorized agent who shall certify the truth of the contents of the application.

**4.3 Where application is made for a demolition permit under Subsection 8(1) of the Act, the application shall,**

- 4.3.1 Contain the information required by clauses 4.1 to 4.2; and
- 4.3.2 May be required to be accompanied by satisfactory proof that arrangements have been made with the proper authorities for the cutting off and plugging of all water, sewer, electric, telephone or other utilities and services.

**4.4 Where application is made for a conditional permit under Subsection 8(3) of the Act, the application shall,**

- 4.4.1 Contain the information required by clauses 4.2. to 4.2.7;
- 4.4.2 Contain such other information, plans and specifications concerning the complete project as the Chief Building Official may require;
- 4.4.3 State the reasons why the applicant believes that unreasonable delays in construction would occur if a conditional permit is not granted;
- 4.4.4 State the necessary approvals, which must be obtained in respect of the proposed building and the timeline in which such approvals will be obtained;
- 4.4.5 State the timeline in which plans and specifications of the complete building will be filed with the Chief Building Official.
- 4.4.6 Review and sign a Conditional Permit Agreement as prescribed by the Chief Building Official.

4.5 Where application is made for a transfer of a permit under clause 7(h) of the Act because of change of ownership of the property, the owner shall file the following information,

4.5.1 The form prescribed by the Chief Building Official.

4.5.2 The names and addresses of the former and new owner.

4.5.3 The date that the property was transferred; and

4.5.4 The confirmation of the continuation of or the particulars of any change in the arrangements for general review of the construction in accordance with Section 2.3., Design and General Review, of the Building Code.

4.6 **CHANGE IN USE PERMITS**

Every applicant for a change of use permit issued under Subsection 10(1) of the Act shall be submitted to the Chief Building Official and shall:

4.6.1 Describe the building in which the occupancy is to be changed, by a description that will readily identify and locate the building;

4.6.2 Identify and describe in detail the current and proposed occupancies of the building or part of a building for which the application is made;

4.6.3 Include plans and specifications which show the current and proposed occupancy of all parts of the building, and which contain sufficient information to establish compliance with the requirements of the Building Code including floor plans, details of wall, ceiling and roof assemblies, identified required fire resistance ratings and load bearing capacities;

4.6.4 Be accompanied by the required fees;

4.6.5 State the name, address, and telephone number of the owner; and

4.6.6 Be signed by the owner or his or her authorized agent who shall certify the truth of the contents of the application.

4.7 **PLANS AND INSPECTIONS**

4.7.1 Sufficient information shall be submitted with each application for a permit to enable the Chief Building Official to determine whether or not the proposed construction, demolition or change of use will conform with the Act, the Building Code and any other applicable law.

4.7.2 After the issuance of a permit under the Act, notice of any material change to a plan, specification, document, or other information on the basis of which is not to be made without written authorization of the Chief Building Official.

4.7.3 Each application shall, unless otherwise specified by the Chief Building Official, be accompanied by two (2) complete sets of plans and specifications required under this By-law.

4.7.4 Plans shall be drawn to scale on paper, cloth or other durable material shall be legible and without limiting the generality of the foregoing, shall include such works as set out in Schedule "C" to this By-law, unless otherwise specified by the Chief Building Official.

4.7.5 Site plans shall be accurately drawn to scale, and when required by the Chief Building Official to demonstrate compliance with the Act, the Building Code or other applicable law, a copy of a survey prepared by an Ontario Land Surveyor shall be submitted. Site plans shall show:

4.7.5.1 Lot size and the dimensions of the property lines and setbacks to any existing or proposed buildings,

4.7.5.2 Existing and finished ground levels or grades,

4.7.5.3 Existing right-of-ways, easements, and municipal services where applicable.

4.7.6 Verification by an Ontario Land Surveyor of By-law compliance may be required before proceeding past foundation state, if required by the Chief Building Official.

**5. PAYMENT OF FEES**

- 5.1 Fees for a required permit shall be as set out in Schedule "B" to this By-law and are due and payable upon submission of an application for a permit.
- 5.2 Where the fees payable in respect of an application for a construction or demolition permit issued under Subsection 8(1) of the Act or a conditional permit under Subsection 8(3) of the Act are based on the cost of valuation of the proposed work, the cost of valuation of the proposed work shall mean the total cost of all work regulated by the permit, including the cost of all material, labour, equipment, overhead and professional and related services, provided that where application is made for a conditional permit, fees shall be paid for the complete project.
- 5.3 The Chief Building Official may place a valuation on the cost of the proposed work for the purposes of establishing the permit fee, and where disputed the applicant shall pay the fee under protest and, within six (6) months of completion of the project, shall submit an audited statement of the actual costs and where the audited costs are determined to be less than the valuation, the Chief Building Official shall issue a refund.

**6. REFUNDS**

- 6.1 In the case of withdrawal of an application or the abandonment of all or a portion of the work or the non-commencement of any project, the Chief Building Official shall determine the amount of paid permit fees that may be refunded to the applicant, if any, in accordance with Schedule "D" attached to and forming part of this By-law.

**7. PRESCRIBED NOTICES AND INSPECTIONS**

- 7.1 The owner or an authorized agent shall notify the Chief Building Official at least two (2) business days which does not include the day the notice was given to each stage of construction for which notice in advance is required under the Building Code. In addition to prescribed notice contained in 1.2.5.1. Div C of the Building Code, notice of any solid fueled appliance rough-in 1.3.5.2.(1)(c) is also required. Notice of completion is also required in accordance with subsection 11(2) of the Building Code Act.
- 7.2 Notice may be given in one of the following ways:
- 7.2.1 Phone message at (705) 387-4029
- 7.2.2 Fax at (705) 387-4875
- 7.2.3 In person at the Municipality of Magnetawan Municipal Office

**8. EQUIVALENTS / ALTERNATIVE SOLUTIONS**

The person proposing an alternative solution shall provide the documentation required by Section 2.1 Div. C of the Ontario Building Code.

**9. AS CONSTRUCTED PLANS**

The Chief Building Official may require that a set of plans of a building or any class of building as constructed be filed with the Chief Building Official on completion of construction under such conditions as may be prescribed in the Building Code.

**10. THE PENALTY CLAUSE**

Under Clause 36(1) of the Act, contravention of a By-law passed under the Act constitutes an offence, and subsections 36(3)-(5) of the Act provides penalties for this offence.

**11. REPEAL CLAUSE**

- 11.1 By-law No. 2021-34 of the Corporation of the Municipality of Magnetawan is hereby repealed, effective immediately.
- 11.2 That any By-law or part of any By-law inconsistent with the provisions of this By-law, is hereby changed to remain consistent with this By-law.

12. **DATE AND EFFECT**

This By-law shall come into force and effect on the 1<sup>st</sup> day of January 2022.

13. **SCHEDULES ATTACHED**

Schedule A – Classes of Permits

Schedule B – Permit Fees


Schedule C – Application requirements

Schedule D – Refund of fees

Schedule E – Transfer Permit Application

READ A FIRST, SECOND AND THIRD TIME, passed, signed and the Corporate Seal attached hereto, this 15<sup>th</sup> day of December, 2021.

THE CORPORATION OF  
THE MUNICIPALITY OF MAGNETAWAN

  
\_\_\_\_\_  
Mayor

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

SCHEDULE "A"  
By-law 2021- 66

CLASSES OF PERMITS

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1. **Building Permit**  
To be for the purpose of allowing the construction of a building, includes erection, installation, extension or material alteration or repair of a building and includes the installation of a building unit moved from elsewhere.
2. **Demolition Permit**  
For the demolition of all or part of a building.
3. **Conditional Permit**  
Pertains to construction only and may be issued only in accordance with Section 8(3) of the *Building Code Act*.
4. **Stage of Construction**  
For the purpose of allowing the commencement of construction of a building or part thereof and completion to a certain stage as permitted by such Permit and includes but is not limited to solid fuel burning appliances, heating, ventilation systems and air conditioning systems, or any part thereof.
5. **Designated Structure**  
To be for the purpose of constructing a designated structure as defined in the *Ontario Building Code*.
6. **Temporary Structure**  
To be issued as a Conditional Permit by the Chief Building Official
7. **Transfer Permit**  
To be issued to a new owner where ownership changes occur during or prior to the closing of any previously issued permit.
8. **Occupancy Permit**  
To allow occupancy of an unfinished building in accordance with the Building Code.
9. **Change of Use Permit**  
To comply with the requirements of Part 10 of the Building Code.

**SCHEDULE "B"**  
**By-law 2021 - 66**  
**PERMIT FEE SCHEDULE**

**Cost Guidelines**

\$100.00	+ \$15.00 per Thousand
\$200.00	+ \$15.00 per Thousand Conditional Building Permit
\$100.00	Change of Use Permit – Inspection fee only with no Building Permit Issued
\$100.00	Transfer Permit
\$100.00	Searching of Records (Building compliance letters)
\$100.00	Re-inspection
\$50.00	Per page for review of revised plans or plans submitted with application and no permit issued
\$100.00	+\$50.00 per page for review of revised plans and/or documents to amend an existing Building Permit
\$200.00	Application fee for Alternative Solution Design
\$200.00	Special Inspection Fee to inspect buildings or structures where a request has been made for a final inspection or occupancy/use where the permit has been inactive for more than one year and/or to determine status of dormant files.
\$50.00	Orders Issued
\$2.00 - \$10.00	Printing of drawings (oversized) per page – as determined by the CBO

**CONSTRUCTION COST GUIDELINES – cost per square foot of floor area**

**Residential Unit:**

Single Storey House	\$175.00 minimum per square foot
Two Storey House (1 <sup>st</sup> floor)	\$150.00 minimum per square foot
Each Additional Storey	\$ 75.00 minimum per square foot
Attached Garage	\$ 40.00 minimum per square foot

**Cottage / Recreational Dwelling:**

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

**Garage / Farm Buildings:**

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

**Commercial – Industrial:**

Based on cost price.....or	\$95.00 minimum per square foot
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**Renovations:**

Based on cost price estimates

**Decks / Porches / Additions:** \$50.00 per square foot

**Demolition Permits:**

\$15.00 minimum per square foot

\*\*Effective January 01, 2020 – Building without a permit – Construction started without a permit: fees are doubled



**The cost construction guidelines are only a guideline. The Chief Building Official may place a valuation on the cost of the proposed work as per Section 5 of this Building By-law.**

**No permit is required for re-shingling a roof.**

**A permit is required for re-roofing with metal or metal siding.**

**No permit is required for a shed less than one hundred eight (108) square feet, provided that the principal structure is erected on the property or a permit for such structure has been issued. Lot coverage and setback distances for the Accessory Building must also comply with the Zoning By-law.**

**No Permit is required for a tent structure not exceeding sixty (60) square metres.**

**TO OBTAIN A BUILDING PERMIT, it is necessary to first apply and receive the following:**

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

**SCHEDULE "C"**  
By-law 2021- (6)

**REQUIRED PERMIT DRAWINGS**

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1. **The Site Plan**
2. **Floor Plans**
3. **Foundation Plans**
4. **Framing Plans**
5. **Roof Plans**
6. **Sections and Details**
7. **Building Elevations**
8. **Heating, Ventilation and Air Conditioning Drawings**
9. **Plumbing Drawings**
10. **Electrical Drawings**

**Note:**

The above-mentioned list of drawings should be used as a guide when preparing drawings for submission for a building permit, for a project designed under Part Nine of the Ontario Building Code that does not require professional design.

Any project that requires design by an Architect and/ or a Professional Engineer (Part Three Buildings, such as an assembly, institutional or large buildings over 600 square metres and multiple dwellings) will require more comprehensive drawings to illustrate compliance with the Ontario Building Code.

The Chief Building Official may specify that not all of the above-mentioned plans are required to accompany all applications for permits.

Check with the Chief Building Official for those required.

**SCHEDULE "D"**  
By-law 2021- 66

**REFUNDS**

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**Status of Permit Application Percentage of Fee Eligible for Refund**

1. Application filed, 75% refund maximum No processing of review of plans submitted
2. Application filed, 50% refund maximum, where Plans have been reviewed and/or permit is issued.
3. Application deemed to be abandoned, 50% refund maximum.

**NOTE:**

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

SCHEDULE "E"  
By-law 2021- 666

APPLICATION TO TRANSFER A BUILDING PERMIT

Building Permit No. \_\_\_\_\_

Original Applicant Name: (Print) \_\_\_\_\_

Address: (Print) \_\_\_\_\_

\_\_\_\_\_

Permit Transferred To:

\_\_\_\_\_

(Print Name)

\_\_\_\_\_

(Print Address)

Phone No. (Home) \_\_\_\_\_

Work No. \_\_\_\_\_

I, the undersigned, understand that the transfer of a Permit shall not be deemed to be a waiver of any of the provisions of any By-laws or requirements under the Building Code Act, or Regulations made thereunder, notwithstanding anything included in or omitted from the plans or other materials filed in support of or in connection with the Building Permit.

I acknowledge that in the event that the permit is transferred, any changes to plans or specifications filed for the Building Permit, is prohibited, unless first authorized by the Chief Building Official, and such changes could result in an Order to Comply, and/or a charge being preferred, and a summons issued by the Provincial Court.

I acknowledge that in the event that the Chief Building Official seeks to enforce the provisions of the Building Code, its Regulations, or this by-law, with respect to the work to be done pursuant to the permit, I shall be responsible for compliance.

\_\_\_\_\_  
Date Signature (Original Applicant)

\_\_\_\_\_  
Date Signature (New owner)

\_\_\_\_\_  
Date Chief Building Official

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW NO. 2023 -

Being a By-law to Establish Fees, Charges and AMPS

**WHEREAS** Section 391(1) of the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended, authorizes the Council of a local municipality to pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and for the use of its property including property under its control;

**AND WHEREAS** Section 69 of the *Planning Act, R.S.O. 1990, c. P. 13*, provides that the Council of a municipality may prescribe a tariff of fees for the processing of applications made in respect of planning matters;

**AND WHEREAS** Section 7 of the *Building Code Act, 1992, S.O. 1992, c. 23*, as amended, authorizes a municipal Council of a municipality to pass a by-law requiring the payment of fees on applications for and issuance of permits and prescribing the amounts thereof;

**AND WHEREAS** Pursuant to Section 270(1) of the *Municipal Act* the Council of the Corporation of the Municipality of Magnetawan provided notice in accordance with the Municipality of Magnetawan Provision of Notice Policy By-law 2016-12.

**AND WHEREAS** Council passed By-law 2023-32 to establish a system of Administrative Monetary Penalties (AMPS) for non-compliance with By-law for The Corporation of the Municipality of Magnetawan.

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

**1. GENERAL**

- 1.1. Council hereby establishes the fees, charges, fines, and AMPS as set out in the Schedule A attached hereto and forming an integral part of this By-law.
- 1.2. This By-law shall be known and may be cited as the "Municipality of Magnetawan Fees, Charges and AMPS By-law".
- 1.3. The fees, charges, fines, and AMPS set out in the attached Schedule A shall be paid for the services or activities listed, and all fees are per occasion or request.
- 1.4. No request by any person for any information, service, activity, or use of Municipal property will be provided unless and until the person requesting the information, service, activity, or use of Municipal property has paid the applicable fee in the prescribed amount as set out in the Schedules.
- 1.5. The fees, charges, fines, and AMPS will be subject to Harmonized Sales Tax (HST), where applicable, as noted.
- 1.6. Any and/or all unpaid fees, charges, fines, and AMPS shall be added to the owner's tax account and collected in the same manner as taxes.

**2. SEVERABILITY**

If any provision or part of a provision of this by-law is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part, or inoperative in particular circumstances, the balance of the by-law, or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.

**3. CONFLICT WITH ANY OTHER BY-LAW**

In the event of any conflict between any provisions of this by-law and any other by-law heretofore passed, the provisions of this by-law shall prevail.

**4. REPEAL OF PREVIOUS BY-LAWS**

That By-law 2022-66 and any previously conflicting by-laws are hereby repealed.

**5. EFFECTIVE DATE**

This by-law shall take force and effect on the 1<sup>st</sup> day of January 2024.

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto, this 6<sup>th</sup> day of December 2023

**THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN**

\_\_\_\_\_  
Mayor

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

DRAFT

**SCHEDULE "A" To By-law 2023—**

**ALL FEES, CHARGES, FINES AND AMPS ARE NON-REFUNDABLE**  
**ALL FEES, CHARGES FINES AND AMPS ARE SUBJECT TO APPLICABLE TAXES**

**COMMUNITY SERVICES –FACILITY SERVICES**

**Magnetawan Community Centre, Lion's Pavilion & Ahmic Harbour Community Centre**

<b>Magnetawan Community Centre</b> A damage deposit fee of \$250 per event is required upon booking. Deposit less repair costs, if any, will be returned following post-rental inspection		<b>Monday to Thursday (per day)</b>	<b>Friday to Sunday (per day)</b>	<b>Friday 6 pm to Sunday 6 pm (weekend)</b>
Commercial/ *Non-Resident full day		\$170.00	\$195.00	\$390.00
Commercial/Non-Resident up to 4 hrs.		\$100.00	per day	\$120.00
Resident full day		\$120.00	\$145.00	\$290.00
Resident up to 4 hours		\$70.00	per day	\$90.00
**Non-profit full day		\$120.00	\$145.00	\$290.00
Non-profit up to 4 hours		\$70.00	per day	\$90.00
<b>Add-ons</b>				
Kitchen Rental (Not Available for Individual Rental)		\$75.00	\$85.00	\$140.00
Bar Rental		\$35.00	\$55.00	\$110.00
Set-up Fee (including tables, chairs, etc.)		\$150.00	per day	\$150.00
Coffee & Tea Set-Up (includes coffee/tea & supplies)		\$50.00	per day	\$50.00
<b>Ahmic Harbour Community Centre</b> A damage deposit fee of \$250 per event is required upon booking. Deposit less repair costs, if any, will be returned following post-rental inspection		<b>Monday to Thursday (per day)</b>	<b>Friday to Sunday (per day)</b>	<b>Friday 6 pm to Sunday 6 pm (weekend)</b>
Commercial/Non-Resident full day		\$120.00	\$145.00	\$290.00
Commercial/Non-Resident up to 4 hrs.		\$80.00	per day	\$95.00
Resident full day		\$90.00	\$110.00	\$220.00
Resident up to 4 hours		\$70.00	per day	\$90.00
Non-profit full day		\$90.00	\$110.00	\$220.00
Non-profit up to 4 hours		\$70.00	per day	\$80.00
<b>Add-ons</b>				
Set-up Fee (including tables, chairs, etc.)		\$150.00	per day	\$150.00
Coffee & Tea Set-up (includes coffee/tea & supplies)		\$50.00	per day	\$50.00
<b>Magnetawan Lions Pavilion</b> A damage deposit fee of \$250 per event is required upon booking. Deposit less repair costs, if any, will be returned following post-rental inspection		<b>Monday to Thursday (per day)</b>	<b>Friday to Sunday (per day)</b>	<b>Friday 6 pm to Sunday 6 pm (weekend)</b>
Commercial / Non-Resident full day		\$120.00	\$130.00	\$260.00
Commercial / Non-Resident up to 4 hrs.		\$80.00	per day	\$90.00
Commercial/ Non-Resident Hourly		\$35.00	per day	\$40.00
Resident full day		\$100.00	\$110.00	\$220.00
Resident up to 4 hours		\$70.00	per day	\$80.00

Resident Hourly	\$30.00	per day \$35.00
Non-profit full day	\$100.00	\$110.00 \$220.00
Non-profit up to 4 hours	\$70.00	per day \$80.00
Non-profit Hourly	\$30.00	per day \$40.00
Set-up Fee (tables, chairs, sports equipment, etc.)	\$50.00	per day \$50.00

**Additional Fees – all locations**

Late Vacating Fee	\$50 per half hour, not including 10 min grace period for first ½ hour only.
Host Liquor Liability Insurance (if qualified may be purchased)	\$50.00 per event

*\*Non-Resident is defined as a person who does not either reside within the Municipality or does not pay property taxes to the Municipality.*

*\*Non-profit is defined as any recognized not-for-profit organization that does not gain any profit from its events.*

**CLERK'S OFFICE**

Fee Description	Fee
Photocopies per page (Black/White)	\$0.25
Photocopies per page (Colour)	\$0.50
Commissioning of Documents	No charge for Residents \$10.00 non-residents
Freedom of Information Requests	As Provided for under MFIPPA
Records Research: Retrieval, Research Subject & Refiling (Not under MFIPPA)	\$60.00/hr.
<b>Locks Passage:</b>	
Locks Daily Passage Fee	\$5.00
<b>Trailer License:</b>	
1 Year License (issued from May 1 <sup>st</sup> to November 30 <sup>th</sup> ) <i>please note a construction trailer license is a maximum of 18 months</i>	\$750.00 per year
Monthly License (maximum of 3 months)	\$150.00 per month
<b>Short Term Accommodation License</b>	
1 Year License (issued from January 1 <sup>st</sup> to December 31 <sup>st</sup> )	\$1,000 per year
<b>Books:</b>	
Nipissing Road Book	\$13.00
Historic Sites Book	\$5.00
Looking Back Book	\$25.00
All three Historic Books Package	\$35.00

**TREASURY/TAXES**

Fee Description	Fee
Tax Certificate	\$50.00
Returned Item (Cheque or EFT)	\$45.00
Assessment & Tax Rate Search / History	\$50.00 (plus \$20.00 for each additional year)



	prior to 2003)
Residential Property Information Report (combination of Building and Zoning)	\$200.00
Commercial Property Information Report (combination of Building and Zoning)	\$500.00
<b>Tax Registration Admin Fee</b>	<b>\$250.00</b>

**LANDFILL CHARGES & TIPPING FEES**

<b>Fee Description</b>	<b>Fee</b>
Replacement Landfill Card	\$10.00 and purchase of needed tags
Bag Tags (for waste only – not needed for recyclables)	\$2.00 each
<b>Large Items</b>	
Couches	\$30.00
Chairs	\$15.00
Mattress or Box Springs	\$30.00
Fridges/Freezers/AC	\$15.00
Campers/Boats	\$5.00 per foot
<b>Construction Waste</b>	
Pickup Truck, Van, or Single axle trailer	\$25.00
Single axle Truck	\$270.00
Tandem Truck 20-yard container	\$540.00
Tri-Axle Truck 40-yard container	\$1080.00
Tandem Axle Trailer	\$150.00
<b>Shingles</b>	
Pickup Truck or Van	\$65.00
Single Axle Trailer	\$125.00
Tandem Axle Trailer	\$540.00

**ADMINISTRATION FEES**

<b>Dog Licensing</b>	<b>Fee</b>
Service Animals	No Charge
<b>Lifetime Dog Tag</b>	<b>\$10.00</b>
Replacement Dog Tag	\$5.00
Kennel License	\$100.00 kennel + \$5.00 per annual dog tag
Replacement Kennel License	\$50.00 kennel
Impound Fee First Offence	\$100.00 + applicable fees as imposed by and payable to the Pound Keeper
Impound Fee Second Offence	\$150.00 + applicable fees as imposed by and payable to the Pound Keeper
Impound Fee Third Offence and each Subsequent Offence	\$200.00 + applicable fees as imposed by and payable to the Pound Keeper
Animal Control Service Fee	\$50.00 per hour (1 hour minimum)
<b>Refreshment Carts &amp; Vehicles</b>	<b>Resident                      Non-Resident</b>

Hawker/Peddler License	\$250.00	\$500.00
Hawker/Peddler Agent	\$50.00	\$250.00
Refreshment Vehicle or Carts		\$500.00
All other Businesses, Trades or Occupations		\$50.00
<b>Transient Trader</b>		
Door to Door Sales		\$250.00
All other Transient traders		\$500.00
<b>Other Administrative Fees</b>		<b>Fee</b>
Lottery license for Community Group		\$5.00
Application for Event Permit		\$200.00
Application for Multiple Event Permit		\$500.00
<b>By-law Enforcement Administration Fees</b>		<b>Fee</b>
By-law Administration Fee (includes frivolous/vexatious complaints/notices/complaint letters)		\$50.00 per hour
By-law Administration Fee (orders)		\$105.00 per hour
<b>Cemetery</b>		<b>Fee</b>
Plot		\$250.00
Plot Care & Maintenance (set by BAO)		\$290.00
Cremation Plot		\$175.00
Cremation Plot Care & Maintenance (set by BAO)		\$175.00
Niche Lot		\$600.00
Niche Lot Care & Maintenance		\$165.00
<b>Interments/Disinterment's</b>		<b>Fee</b>
Staking Fee		\$100.00
Disinterment Administration Fee (includes Staking Fee)		\$600.00
Interments and Disinterment Fees as per Third Party Contractor		Subject to Change
<b>Monument Care &amp; Maintenance + Staking Fee</b>		<b>Fee</b>
Staking Fee		\$100.00
Flat Marker (over 172 sq. inches)		\$100.00
Pillow Marker		\$200.00
Upright Monument (up to 4 feet high and 4 feet wide)		\$200.00
Upright Monument (over 4 feet high and 4 feet wide)		\$400.00
Lot Transfer Fee		\$100.00

**DEVELOPMENT SERVICES – PLANNING SERVICES**

<b>Planning Application</b>	<b>Fee</b>	<b>Deposit</b>
Applications for Consent	\$700.00	\$2,500.00
➤ Zoning By-law Amendment Subject to Consent	\$250.00	May be Required
➤ Site Plan Amendment Subject to Consent	\$125.00	May be Required
➤ Limited-Service Agreement Subject to Consent	\$125.00	May be Required
➤ Any Other Agreement Subject to Consent	\$125.00	May be Required
Zoning By-law Amendment Residential	\$500.00	\$2,000.00
Zoning By-law Amendment Commercial	\$1,000.00	\$3,000.00
Application for Road/Shore Allowance Closing: Cost of Lands are Subject to Appraised	\$500.00	\$2,500.00
Road Allowance Purchase Price	Appraised Value	No deposit
Shore Road Allowance Purchase Price	Appraised Value	No deposit
Stand Alone Agreements (Limited-Service Agreement/ Licensing Agreement to Maintain Roads/Any other Agreement re: Planning Applications)	\$250.00	\$1,000.00
Minor Variance Application	\$500.00	\$2,000.00
Official Plan Amendment Commercial	\$1,500.00	\$2,500.00
Official Plan Amendment Residential	\$1,000.00	\$1,500.00
Any other Property related By-law under the Planning Act (including Cost Acknowledgement, Deeming By-law, Temporary Use etc.)	\$500.00	\$1,000.00
Staff Pre-Consultation	\$250.00	No deposit
Planner Pre-Consultation Residential	\$50.00	\$750.00
Planner Pre-Consultation Commercial	\$50.00	\$1,000.00
Municipal Comment Form MNRF Work Permit	\$150.00	No deposit
Proposed Plan of Subdivision for Review	\$1,000.00	\$5,000.00
Review & Execution of a Proposed Subdivision Agreement	\$1,000.00	\$10,000.00
Administration Fee	5% of invoice	No deposit
	<b>Resident</b>	<b>Non-Resident</b>
Business Board Signs subject to Municipal Approval	No-Charge	\$75.00

**FIRE SERVICES**

[A description of the circumstances under which these fees may be charged is included in the Fire Department Establish and Regulate By-law]

<b>Equipment &amp; Staffing</b>	<b>Fee</b>
Apparatus (First Hour Full & Then Every Half Thereafter)	\$550.00 per hour
<b>Administration Costs</b>	<b>Fee</b>
Third Party Inspection	\$50.00 per inspection
Fire Inspection	\$100.00 per inspection
File Search	\$100.00 per search
Fire Report	\$100.00 per report
Attending a False Alarm	\$500.00

#### **Equipment Damage**

All equipment that is owned or contracted by the fire department that is damaged while the fire department is performing its duties will be billed at the replacement or repaired cost including all applicable taxes.

#### **TRANSPORTATION**

<b>Fee Description</b>	<b>Fee</b>	<b>Deposit</b>
Entrance Permit	\$100.00	\$500.00
Civic Address Sign, Post & Measurement	\$100.00	No deposit
Replacement Civic Address Sign	\$20.00	No deposit
Replacement Civic Address Post	\$20.00	No deposit
Letter of Suitable Location for Entrance	\$50.00	No deposit
Unassumed Road Allowance Improvement Agreement	\$250.00	\$1,000.00
Inquiries/Records Search (Road Access, Maintenance, Services)	\$30.00 per hour	No deposit
Road Use Permit	\$0.00-\$500.00	At the discretion of the Public works Superintendent
Damage to Municipal Property	Time and Material for replacement costs	No deposit



**The Corporation of the Municipality of Magnetawan  
FEES, CHARGES, FINES, AMPS By-law 2023-16  
Open Air Burning By-law**

<b>Item #</b>	<b>Short Form Wording</b>	<b>Provision Creating Or Defining Others</b>	<b>Set Fine</b>
1	Set or permit open air fire during prohibited hours	2.1	\$300.00
2	Set or permit open air fire contrary to general prohibition	2.2	\$500.00
3	Burning during fire ban	2.3	\$500.00
4	Set or permit a flying lantern	2.4	\$300.00
5	Failure to extinguish fire otherwise allowed under approval when ordered to do so	4.4	\$500.00
6	Failure to abide by fire danger rating recreational fire	5.1	\$300.00
7	Failure by owner to ensure compliance during recreational fire	5.2	\$500.00
8	Recreational burning of materials not permitted	5.4	\$500.00
9	Recreational burning in pit larger than permitted	5.5	\$300.00
10	Recreational fire of oversized wood	5.6	\$300.00
11	Recreational fire within 6 meters (19.5 ft.) of combustible structure	5.7	\$300.00
12	Recreational fire within 6 meters (19.5 ft.) of adjacent property	5.8	\$300.00
13	Recreational fire adversely affecting other persons	5.9	\$300.00
14	Failure to supervise recreational burning	5.10	\$300.00
15	Recreational fire without extinguishing provisions and devices	5.11	\$300.00
16	Failure to take reasonable precautions during recreational fire	5.12	\$300.00
17	Recreational fire during high winds or during smog advisory	5.13	\$300.00
18	Failure to extinguish fire or comply during recreational fire	5.15	\$500.00
19	Failure to abide by fire danger rating non-recreational fire	6.1	\$500.00
20	Failure by owner to ensure compliance during non-recreational fire	6.2	\$500.00
21	Non-recreational burning of materials not permitted	6.4	\$500.00
22	Non-recreational fire pile larger than permitted	6.5	\$300.00
24	Non-recreational fire within 15 meters (50 ft.) of combustible structure	6.6	\$300.00
25	Non-recreational fire within 15 meters (50 ft.) of adjacent property	6.7	\$300.00

26	Non-recreational fire adversely affecting other persons	6.8	\$300.00
27	Failure to supervise non-recreational burning	6.9	\$300.00
28	Non-recreational fire without extinguishing provisions and devices	6.10	\$300.00
29	Failure to take reasonable precautions during non-recreational fire	6.11	\$300.00
30	Non-recreational fire during high winds or during smog advisory	6.12	\$300.00
31	Failure to extinguish fire or comply during non-recreational fire	6.14	\$500.00
32	Failure to extinguish fire when ordered to do so	7.3	\$500.00
33	Hinder or obstruct any person exercising a power or performing a duty under this By-law	11.1	\$500.00

Note: The general penalty provisions for the offences listed above is section 10 of this By-law No. 2023-16, a certified copy of which has been filed.



**Municipality of  
Magnetawan**

**The Corporation of the Municipality of Magnetawan  
FEES, CHARGES, FINES, AMPS By-law 2023-28  
Road Fouling By-law**

Item	Short Word Form Wording	Provision Creating/Defining Offence	Set Fine
1	Crossing curbing, sidewalk, or paved boulevards	2.1	\$500
2	Spill or track building material, waste, or soil	2.4	\$300
3	Failure to remove any doorsteps, porches or other erections or things	3.1	\$500
4	Build/maintain fence – Obstruct or interfere with public travel	4.1	\$500
5	Failure to remove obstruction	4.2	\$500
6	Stop up public highway	4.3	\$500
7	Throw, place, deposit rubbish or animal carcass	5.1	\$500
8	Dump/dispose of waste on highway	5.2	\$500
9	Obstruct culvert or ditch	6.1	\$300

10	Dump sewage in culvert or ditch	6.2	\$500
11	Dump waste in culvert or ditch	6.3	\$300
12	Permit animal(s) to run at large/trespass on highway or bridge	7.1	\$500
13	Permit animal(s) to trespass on private property	7.3	\$500
14	Failure to remove excrement	7.2	\$500

**Note: The general penalty provision for the offences listed above is section 8.1 of By-law 2023-28, a certified copy of which has been filed.**

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**Municipality of  
Magnetawan**

**The Corporation of the Municipality of Magnetawan  
FEES, CHARGES, FINES, AMPS By-law 2023-40  
Noise By-law**

Item	Short Word Form Wording	Provision Creating/Defining Offence	Set Fine Within a Twelve (12) Month Period
1	Making, creating, causing, or permitting any sound or noise causing a nuisance.	2.1	First Offence \$500 Second Offence \$750 Third Offence \$1,000
2	Noise or sound created by the use or operation of maintenance equipment after 11:00 pm or before 7:00 am	2.2	First Offence \$500 Second Offence \$750 Third Offence \$1,000

*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.*

**DRAFT**





**The Corporation of the Municipality of Magnetawan  
FEES, CHARGES, FINES, AMPS By-law 2023-45  
Dogs By-law**

ITEM	SHORT FORM WORDING	PROVISION CREATING/DEFINING OFFENCE	SET FINE
1	Owner Fail to purchase dog license	2.1	\$300.00
2	Fail to affix dog tag	2.5	\$300.00
3	Fail to notify Clerk or Animal Control Officer of changes to owner information	2.6	\$300.00
4	Allowing more than 4 dogs to reside in a residence	3.1	\$300.00/dog
5	Fail to remove excrement	3.2	\$300.00
6	Owner permit dog to run at large	3.4	\$300.00
7	Owner permit dog to trespass on private property	3.6	\$300.00
8	Owner permit persistent dog barking	3.7	\$300.00
9	Fail to leash dog in park or trail	3.8	\$300.00
10	Permit dog on or in water at Community Beach	3.9	\$300.00
11	Owner permit dog into Municipal facility or building	3.10	\$300.00
12	Fail to obey muzzle order	5.1	\$300.00
13	Operate kennel - no license	6.1	\$300.00

**NOTE: The general penalty provision for the offences listed above this section 7.1 and 7.4 of By-law 2023-45 a certified copy of which has been filed.**

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**The Corporation of the Municipality of Magnetawan  
FEES, CHARGES, FINES, AMPS By-law 2023-46  
Trailer By-law**

Item	Short Word Form Wording	Provision Creating/Defining Offence	Set Fine Within a Twelve (12) Month Period
1	Trailer located, placed, or remained upon a lot without a license.	3.1	\$500
2	More than one trailer on lot.	3.2	\$500 per additional trailer
3	Buildings, Structures attached to trailer or placed within 1.2 metres of trailer.	3.3	\$500
4	Trailer located on lot not in compliance with setback requirements for a dwelling unit as set out in the Zoning By-law.	3.4	\$500
5	Trailer be used withing the permitted period (May 1 <sup>st</sup> to November 30 <sup>th</sup> ) without a license.	3.6	\$500
6	Trailer being used as a place for living, sleeping, or eating during the period commencing December 1 <sup>st</sup> of a calendar year and inclusive of April 30 <sup>th</sup> of the following calendar year.	3.7	\$500

*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.*



**The Corporation of the Municipality of Magnetawan  
FEES, CHARGES, FINES, AMPS By-law 2023-54  
License and Regulate the Use of Short-Term Accommodation Properties By-law**

<b>SECTION</b>	<b>SHORT FORM WORDING</b>	<b>SET FINE</b>
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
11.1	Hinder/Obstruct an Officer while on duty	\$5000

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**The Corporation of the Municipality of Magnetawan  
FEES, CHARGES, FINES, AMPS By-law 2023-XX  
Building By-law**

<b>COST GUIDELINES</b>	
\$150.00	+ \$15.00 per Thousand
\$200.00	+ \$15.00 per Thousand Conditional Building Permit
\$100.00	Change of Use Permit – Inspection fee only with no Building Permit Issued
\$100.00	Transfer Permit
\$100.00	Searching of Records
\$100.00	Compliance Letters
\$100.00	Re-inspection
\$75.00	Per page for review of revised plans or plans submitted with application and no permit issued
\$100.00	+\$50.00 per page for review of revised plans and/or documents to amend an existing Building Permit
\$200.00	Application fee for Alternative Solution Design
\$200.00	Special Inspection Fee to inspect buildings or structures where a request has been made for a final inspection or occupancy/use where the permit has been inactive for more than one year and/or to determine status of dormant files.
\$150.00	Orders Issued
\$2.00 - \$10.00	Printing of drawings (oversized per page – as determined by the CBO)
<b>CONSTRUCTION COST GUIDELINES – cost per square foot of floor area</b>	
<b>Residential Unit:</b>	
Single Storey House	\$175.00 minimum per square foot
Two Storey House (1 <sup>st</sup> floor)	\$150.00 minimum per square foot
Each Additional Storey	\$75.00 minimum per square foot
Attached Garage	\$40.00 minimum per square foot
<b>Cottage / Recreational Dwelling:</b>	
Dwelling with Basement	\$175.00 minimum per square foot
Dwelling on Piers / Frost Wall	\$125.00 minimum per square foot
Dwellings on Slab	\$125.00 minimum per square foot
Each Additional Storey	\$75.00 minimum per square foot
<b>Garage / Farm Buildings:</b>	
Garage / Shed on Slab	\$40.00 minimum per square foot
Garage / Shed no floor	\$30.00 minimum per square foot

Barns / Outbuildings located on Assessed Farm Lands	\$25.00 minimum per square foot
<b>Commercial – Industrial</b>	Based on cost price or \$95.00 minimum per square foot
<b>Renovations:</b>	Based on cost price estimates
<b>Decks / Porches / Additions:</b>	\$50.00 per square foot
<b>Demolition Permits:</b>	\$15.00 minimum per square foot

**Building without a permit – Construction started without a permit: fees are doubled or a minimum of \$1,500 whichever is greater.**

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**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**BY-LAW NO. 2022 - 60**

**Being a By-law to Establish Fees and Charges**

**WHEREAS** Section 391(1) of the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended, authorizes the Council of a local municipality to pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and for the use of its property including property under its control;

**AND WHEREAS** Section 69 of the *Planning Act, R.S.O. 1990, c. P. 13*, provides that the Council of a municipality may prescribe a tariff of fees for the processing of applications made in respect of planning matters;

**AND WHEREAS** Section 7 of the *Building Code Act, 1992, S.O. 1992, c. 23*, as amended, authorizes a municipal Council of a municipality to pass a by-law requiring the payment of fees on applications for and issuance of permits and prescribing the amounts thereof;

**AND WHEREAS** Pursuant to Section 270(1) of the *Municipal Act* the Council of the Corporation of the Municipality of Magnetawan provided notice in accordance with the Municipality of Magnetawan Provision of Notice Policy By-law 2016-12.

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

**1. GENERAL**

- 1.1. Council hereby establishes the fees and charges as set out in the Schedule A attached hereto and forming an integral part of this By-law.
- 1.2. This By-law shall be known and may be cited as the "Municipality of Magnetawan Fees and Charges By-law".
- 1.3. The fees set out in the attached Schedule A shall be paid for the services or activities listed, and all fees are per occasion or request.
- 1.4. No request by any person for any information, service, activity or use of Municipal property will be provided unless and until the person requesting the information, service, activity or use of Municipal property has paid the applicable fee in the prescribed amount as set out in the Schedules.
- 1.5. The fees and charges will be subject to Harmonized Sales Tax (HST), where applicable, as noted.
- 1.6. Unpaid Fees shall be added to the owner's tax account and collected in like manner as taxes.

**2. SEVERABILITY**

If any provision or part of a provision of this by-law is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part, or inoperative in particular circumstances, the balance of the by-law, or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.

**3. CONFLICT WITH ANY OTHER BY-LAW**

In the event of any conflict between any provisions of this by-law and any other by-law heretofore passed, the provisions of this by-law shall prevail.



**4. REPEAL OF PREVIOUS BY-LAWS**

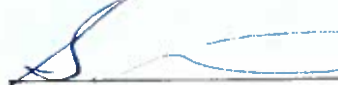
That By-law 2021-65 and any previously conflicting by-laws are hereby repealed.

**5. EFFECTIVE DATE**

This by-law shall take force and effect on the 1<sup>st</sup> day of January 2023.

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto, this 7<sup>th</sup> day of December, 2022

**THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN**

  
\_\_\_\_\_  
Mayor

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

**SCHEDULE "A" To By-law 2022—**   
**ALL FEES ARE NON-REFUNDABLE**  
**ALL FEES ARE SUBJECT TO APPLICABLE TAXES**

**COMMUNITY SERVICES –FACILITY SERVICES**

**Magnetawan Community Centre, Lion's Pavilion & Ahmic Harbour Community Centre**

<b>Magnetawan Community Centre</b>				
A damage deposit fee of \$250 per event is required upon booking. Deposit less repair costs, if any, will be returned following post-rental inspection		Monday to Thursday (per day)	Friday to Sunday (per day)	Friday 6 pm to Sunday 6 pm (weekend)
Commercial/ *Non-Resident full day		\$170	\$195	\$390
Commercial/Non-Resident up to 4 hrs.		\$100	per day	\$120
Resident full day		\$120	\$145	\$290
Resident up to 4 hours		\$70	per day	\$90
**Non-profit full day		\$120	\$145	\$290
Non-profit up to 4 hours		\$70	per day	\$90
<b>Add-ons</b>				
Kitchen Rental (Not Available for Individual Rental)		\$75	\$85	\$140
Bar Rental		\$35	\$55	\$110
Set-up Fee (including tables, chairs, etc.)		\$50	per day	\$50
Coffee & Tea Set-Up		\$20	per day	\$25
<b>Ahmic Harbour Community Centre</b>				
A damage deposit fee of \$250 per event is required upon booking. Deposit less repair costs, if any, will be returned following post-rental inspection		Monday to Thursday (per day)	Friday to Sunday (per day)	Friday 6 pm to Sunday 6 pm (weekend)
Commercial/Non-Resident full day		\$120	\$145	\$290
Commercial/Non-Resident up to 4 hrs.		\$80	per day	\$95
Resident full day		\$90	\$110	\$220
Resident up to 4 hours		\$70	per day	\$90
Non-profit full day		\$90	\$110	\$220
Non-profit up to 4 hours		\$70	per day	\$80
<b>Add-ons</b>				
Set-up Fee (including tables, chairs, etc.)		\$50	per day	\$50
Coffee & Tea Set-up		\$20	per day	\$25
<b>Magnetawan Lions Pavilion</b>				
A damage deposit fee of \$250 per event is required upon booking. Deposit less repair costs, if any, will be returned following post-rental inspection		Monday to Thursday (per day)	Friday to Sunday (per day)	Friday 6 pm to Sunday 6 pm (weekend)
Commercial / Non-Resident full day		\$120	\$130	\$260
Commercial / Non-Resident up to 4 hrs.		\$80	per day	\$90
Commercial/ Non-Resident Hourly		\$35	per day	\$40
Resident full day		\$100	\$110	\$220
Resident up to 4 hours		\$70	per day	\$80
Resident Hourly		\$30	per day	\$35
Non-profit full day		\$100	\$110	\$220
Non-profit up to 4 hours		\$70	per day	\$80
Non-profit Hourly		\$30	per day	\$40
Set-up Fee (tables, chairs, sports equipment, etc.)		\$50	per day	\$50

<b>Additional Fees – all locations</b>	
Late Vacating Fee	\$50 per half hour, not including 10 min grace period for first ½ hour only.
Host Liquor Liability Insurance (if qualified may be purchased)	\$50 per event

\*Non-Resident is defined as a person who does not either reside within the Municipality or does not pay property taxes to the Municipality.

\*Non-profit is defined as any recognized not-for-profit organization that does not gain any profit from its events

**CLERK'S OFFICE**

Fee Description	Fee
Photocopies per page (Black/White)	\$0.25
Photocopies per page (Colour)	\$0.50
Commissioning of Documents	No charge for Residents \$10.00 non-residents
Freedom of Information Requests	As Provided for under MFIPPA
Records Research: Retrieval, Research Subject & Refiling (Not under MFIPPA)	\$60.00/hr.
<b>Locks Passage:</b>	
Locks Daily Passage Fee	\$5.00
<b>Trailer License:</b>	
1 Year License (issued from May 1 <sup>st</sup> to November 30 <sup>th</sup> ) <i>please note a construction trailer license is a maximum of 18 months</i>	\$750.00 per year
Monthly License (maximum of 3 months)	\$150.00 per month
<b>Books:</b>	
Nipissing Road Book	\$13.00
Historic Sites Book	\$5.00
Looking Back Book	\$25.00
All three Historic Books Package	\$35.00

**TREASURY/TAXES**

Fee Description	Fee
Tax Certificate	\$50.00
Returned Item (Cheque or EFT)	\$45.00
Assessment & Tax Rate Search / History	\$50.00 (plus \$20.00 for each additional year prior to 2003)
Residential Property Information Report (combination of Building and Zoning)	\$200.00
Commercial Property Information Report (combination of Building and Zoning)	\$500.00

**LANDFILL CHARGES & TIPPING FEES**

Fee Description	Fee
Replacement Landfill Card	\$10.00 and purchase of needed tags
Bag Tags (for waste only – not needed for recyclables)	\$2.00 each
<b>Large Items</b>	
Couches	\$20.00
Chairs	\$10.00
Mattress or Box Springs	\$25.00
Fridges/Freezers/AC	\$10.00
Campers/Boats	\$5.00 per foot
<b>Construction Waste</b>	
Pickup Truck, Van, or Single axle trailer	\$25.00
Single axle Truck	\$270.00
Tandem Truck 20-yard container	\$540.00
Tri-Axle Truck 40-yard container	\$1080.00
Tandem Axle Trailer	\$150.00
<b>Shingles</b>	
Pickup Truck or Van	\$65.00
Single Axle Trailer	\$125.00
Tandem Axle Trailer	\$540.00

Disinterment	\$600.00
Lot Transfer Fee	\$50.00

**DEVELOPMENT SERVICES – PLANNING SERVICES**

Planning Application	Fee	Deposit
Staff Pre-consultation Fee	\$250.00	No deposit
Applications for Consent submitted for Review	\$700.00	\$2,000.00
Amendment to the Zoning By-law going to Residential	\$700.00	\$2,000.00
Amendment to the Zoning By-law going to Commercial	\$1,000.00	\$3,000.00
Road and Shore Road Allowance Closing Application	\$500.00	\$2,500.00
Road Allowance Purchase Price	Appraised value	No deposit
Shore Road Allowance Purchase Price	Appraised value	No deposit
Site Plan Agreement/ Limited-Service Agreement/ Licensing Agreement to Maintain Roads	\$250.00	\$1,000.00
Minor Variance Application	\$700.00	\$2,000.00
Encroachment/Driveway Agreement (to enter into) (does not include yearly fee, if applicable)	\$250.00	\$1,000.00
OPA *Major (with Zoning Amendment)	\$1,500.00	\$2,500.00
OPA *Minor (without Zoning Amendment)	\$1,000.00	\$1,500.00
Any other Property related By-law under the Planning Act (including Cost Acknowledgement, Deeming By-law, etc.)	\$500.00	\$1,000.00
Planner Consultation (Minor)	\$50.00	\$500.00
Planner Consultation (Major)	\$50.00	\$1,000.00
MNR Application for Work Permit	\$150.00	No deposit
Proposed Plan of Subdivision for Review	\$1,000.00	\$5,000.00
Review & Execution of a Proposed Subdivision Agreement	\$1,000.00	\$10,000.00
	<b>Resident</b>	<b>Non-Resident</b>
Business Board Signs subject to Municipal Approval	No-Charge	\$75.00

removed

**FIRE SERVICES**

[A description of the circumstances under which these fees may be charged is included in the Fire Department Establish and Regulate By-law]

Equipment & Staffing	Fee
Apparatus (First Hour Full & Then Every Half Thereafter)	\$500.00 per hour
Administration Costs	Fee
Third Party Inspection	\$50.00 per inspection
Fire Inspection	\$100.00 per inspection
File Search	\$100.00 per search
Fire Report	\$100.00 per report

**Equipment Damage**

All equipment that is owned or contracted by the fire department that is damaged while the fire department is performing its duties will be billed at the replacement or repaired cost including all applicable taxes.

**ADMINISTRATION FEES**

<b>Dog Licensing</b>	<b>Fee</b>	
Service Animals	No Charge	
Annual Dog Tag	\$5.00	
Lifetime Dog Tag	\$30.00	
Replacement Dog Tag	\$5.00	
Kennel License	\$100.00 kennel + \$5.00 per annual dog tag	
Replacement Kennel License	\$50.00 kennel	
Impound Fee First Offence	\$100.00 + applicable fees as imposed by and payable to the Pound Keeper	
Impound Fee Second Offence	\$150.00 + applicable fees as imposed by and payable to the Pound Keeper	
Impound Fee Third Offence and each Subsequent Offence	\$200.00 + applicable fees as imposed by and payable to the Pound Keeper	
Animal Control Service Fee	\$50.00 per hour (1 hour minimum)	
<b>Refreshment Carts &amp; Vehicles</b>	<b>Resident</b>	<b>Non-Resident</b>
Hawker/Peddler License	\$250.00	\$500.00
Hawker/Peddler Agent	\$50.00	\$250.00
Refreshment Vehicle or Carts	\$500.00	
All other Businesses, Trades or Occupations	\$50.00	
<b>Transient Trader</b>		
Door to Door Sales	\$250.00	
All other Transient traders	\$500.00	
<b>Other Administrative Fees</b>	<b>Fee</b>	
Lottery license for Community Group	\$5.00	
Application for Event Permit	\$200.00	
Application for Multiple Event Permit	\$500.00	
<b>By-law Enforcement Administration Fees</b>	<b>Fee</b>	
By-law Administration Fee (includes frivolous/vexatious complaints/notices/complaint letters)	\$50.00 per hour	
By-law Administration Fee (orders)	\$105.00 per hour	
<b>Cemetery</b>	<b>Fee</b>	
Lot	\$250.00	
Lot Care & Maintenance (set by BAO)	\$290.00	
Cremation Lot	\$175.00	
Cremation Lot Care & Maintenance (set by BAO)	\$175.00	
Niche Lot	\$600.00	
Niche Lot Care & Maintenance	\$165.00	
<b>Interments + Staking Fee</b>	<b>Fee</b>	
Staking Fee	\$50.00	
	<b>Weekdays</b>	<b>Sundays, Saturdays, and Holidays</b>
Vault	\$1,000.00	\$1,300.00
Adult	\$1,000.00	\$1,300.00
Children, ten (10) years and under	\$600.00	
Cremated Remains (outsourced not a municipal fee)	\$200.00	
Niche per urn/opening	\$250.00	
<b>Monument Care &amp; Maintenance + Staking Fee</b>	<b>Fee</b>	
Staking Fee	\$50.00	
Flat Marker (over 172 sq. inches)	\$100.00	
Pillow Marker	\$200.00	
Upright Monument (up to 4 feet high and 4 feet wide)	\$200.00	
Upright Monument (over 4 feet high and 4 feet wide)	\$400.00	

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**TRANSPORTATION**

<b>Fee Description</b>	<b>Fee</b>	<b>Deposit</b>
Entrance Permit	\$100.00	\$500.00
Civic Address Sign, Post & Measurement	\$100.00	No deposit
Replacement Civic Address Sign	\$20.00	No deposit
Letter of Suitable Location for Entrance	\$50.00	No deposit
Unassumed Road Allowance Improvement Agreement	\$250.00	\$1,000.00
Inquiries/Records Search (Road Access, Maintenance, Services)	\$30.00 per hour	No deposit
Road Use Permit	\$0.00-500.00	At the discretion of the Public works Superintendent
Damage to Municipal Property	Time and Material for replacement costs	No deposit

The Corporation of the Municipality of Magnetawan  
FINES By-law Number 2023-16  
Open Air Burning By-law

Item #	Short Form Wording	Provision Creating Or Defining Others	Set Fine
1	Set or permit open air fire during prohibited hours	2.1	\$300.00
2	Set or permit open air fire contrary to general prohibition	2.2	\$500.00
3	Burning during fire ban	2.3	\$500.00
4	Set or permit a flying lantern	2.4	\$300.00
5	Failure to extinguish fire otherwise allowed under approval when ordered to do so	4.4	\$500.00
6	Failure to abide by fire danger rating recreational fire	5.1	\$300.00
7	Failure by owner to ensure compliance during recreational fire	5.2	\$500.00
8	Recreational burning of materials not permitted	5.4	\$500.00
9	Recreational burning in pit larger than permitted	5.5	\$300.00
10	Recreational fire of oversized wood	5.6	\$300.00
11	Recreational fire within 6 meters (19.5 ft.) of combustible structure	5.7	\$300.00
12	Recreational fire within 6 meters (19.5 ft.) of adjacent property	5.8	\$300.00
13	Recreational fire adversely affecting other persons	5.9	\$300.00
14	Failure to supervise recreational burning	5.10	\$300.00
15	Recreational fire without extinguishing provisions and devices	5.11	\$300.00
16	Failure to take reasonable precautions during recreational fire	5.12	\$300.00
17	Recreational fire during high winds or during smog advisory	5.13	\$300.00
18	Failure to extinguish fire or comply during recreational fire	5.15	\$500.00
19	Failure to abide by fire danger rating non-recreational fire	6.1	\$500.00
20	Failure by owner to ensure compliance during non-recreational fire	6.2	\$500.00
21	Non-recreational burning of materials not permitted	6.4	\$500.00
22	Non-recreational fire pile larger than permitted	6.5	\$300.00
24	Non-recreational fire within 15 meters (50 ft.) of combustible structure	6.6	\$300.00
25	Non-recreational fire within 15 meters (50 ft.) of adjacent property	6.7	\$300.00
26	Non-recreational fire adversely affecting other persons	6.8	\$300.00
27	Failure to supervise non-recreational burning	6.9	\$300.00
28	Non-recreational fire without extinguishing provisions and devices	6.10	\$300.00
29	Failure to take reasonable precautions during non-recreational fire	6.11	\$300.00
30	Non-recreational fire during high winds or during smog advisory	6.12	\$300.00
31	Failure to extinguish fire or comply during non-recreational fire	6.14	\$500.00
32	Failure to extinguish fire when ordered to do so	7.3	\$500.00
33	Hinder or obstruct any person exercising a power or performing a duty under this By-law	11.1	\$500.00

Note: The general penalty provisions for the offences listed above is section 10 of this By-law No. 2023- , a certified copy of which has been filed.



**SCHEDULE "A"**

**TO BY-LAW 2023-28 Road Fouling**

**Part 1 Provincial Offences Act**

Item	Short Word Form Wording	Provision Creating/Defining Offence	Set Fine
1	Crossing curbing, sidewalk, or paved boulevards	2.1	\$500
2	Spill or track building material, waste, or soil	2.4	\$300
3	Failure to remove any doorsteps, porches or other erections or things	3.1	\$500
4	Build/maintain fence – Obstruct or interfere with public travel	4.1	\$500
5	Failure to remove obstruction	4.2	\$500
6	Stop up public highway	4.3	\$500
7	Throw, place, deposit rubbish or animal carcass	5.1	\$500
8	Dump/dispose of waste on highway	5.2	\$500
9	Obstruct culvert or ditch	6.1	\$300
10	Dump sewage in culvert or ditch	6.2	\$500
11	Dump waste in culvert or ditch	6.3	\$300
12	Permit animal(s) to run at large/trespass on highway or bridge	7.1	\$500
13	Permit animal(s) to trespass on private property	7.3	\$500
14	Failure to remove excrement	7.2	\$500

**Note:** The general penalty provision for the offences listed above is section 8.1 of By-law 2023-28, a certified copy of which has been filed.





**FEEs, FINES, PENALTIES, AND/OR CHARGES SCHEDULE  
SCHEDULE "A"  
TO BY-LAW 2023- 40**

Item	Short Word Form Wording	Provision Creating/Defining Offence	Set Fine Within a Twelve (12) Month Period
1	Making, creating, causing, or permitting any sound or noise causing a nuisance.	2.1	First Offence \$500 Second Offence \$750 Third Offence \$1,000
2	Noise or sound created by the use or operation of maintenance equipment after 11:00 pm or before 7:00 am	2.2	First Offence \$500 Second Offence \$750 Third Offence \$1,000

*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.*



THE MUNICIPALITY OF MAGNETAWAN  
 BY-LAW No. 2023-45 DOGS  
 Part 1 Provincial Offences Act  
 SCHEDULE "B"

ITEM	SHORT FORM WORDING	PROVISION CREATING/DEFINING OFFENCE	SET FINE
1	Owner Fail to purchase dog license	2.1	\$300.00
2	Fail to affix dog tag	2.5	\$300.00
3	Fail to notify Clerk or Animal Control Officer of changes to owner information	2.6	\$300.00
4	Allowing more than 4 dogs to reside in a residence	3.1	\$300.00/dog
5	Fail to remove excrement	3.2	\$300.00
6	Owner permit dog to run at large	3.4	\$300.00
7	Owner permit dog to trespass on private property	3.6	\$300.00
8	Owner permit persistent dog barking	3.7	\$300.00
9	Fail to leash dog in park or trail	3.8	\$300.00
10	Permit dog on or in water at Community Beach	3.9	\$300.00
11	Owner permit dog into Municipal facility or building	3.10	\$300.00
12	Fail to obey muzzle order	5.1	\$300.00
13	Operate kennel - no license	6.1	\$300.00

NOTE: The general penalty provision for the offences listed above this section 7.1 and 7.4 of By-law 2023-45 a certified copy of which has been filed.



**FEES, FINES, PENALTIES, AND/OR CHARGES SCHEDULE  
SCHEDULE "A"  
TO BY-LAW 2023-46**

Item	Short Word Form Wording	Provision Creating/Defining Offence	Set Fine Within a Twelve (12) Month Period
1	Trailer located, placed, or remained upon a lot without a license.	3.1	\$500
2	More than one trailer on lot.	3.2	\$500 per additional trailer
3	Buildings, Structures attached to trailer or placed within 1.2 metres of trailer.	3.3	\$500
4	Trailer located on lot not in compliance with set back requirements for a dwelling unit as set out in the Zoning By-law.	3.4	\$500
5	Trailer be used withing the permitted period (May 1 <sup>st</sup> to November 30 <sup>th</sup> ) without a license.	3.6	\$500
6	Trailer being used as a place for living, sleeping, or eating during the period commencing December 1 <sup>st</sup> of a calendar year and inclusive of April 30 <sup>th</sup> of the following calendar year.	3.7	\$500

*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.*

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN  
BY-LAW NO. 2023- 54**

**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
11.1	Hinder/Obstruct an Officer while on duty	\$5000



## REPORT TO COUNCIL

To:	Mayor and Council
From:	Deputy Clerk Laura Brandt
Date of Meeting:	December 06, 2023
Report Title:	Outcome of Dinner and a Drive-In Movie Event

**Recommendation:** That Council receives and approves this report as presented and directs Staff to include \$7,000 in the 2024 budget and to actively source for funding.

**Background:** The Municipality held their first Dinner and a Drive-In Movie Event in 2021 with the event being partially paid from the successful grant application to the 2021 Reconnect Festival and Event Program. Staff applied to the 2022 Reconnect Festival and Event Program and was unsuccessful in their application. Reconnect Ontario 2022 was very competitive, with the highest number of applications submitted in the program's history. In 2023 the Reconnect Festival and Event Program Funding Stream was no longer available, and Staff applied to the new Experience Ontario Grant Funding Stream. This funding provides support for festivals and events with a tourism economic impact to motivate visitors to rediscover Ontario, reconnect people with local experiences and increase tourism spending with events having to be held over the span of two days. Due to the overwhelming submissions and competitiveness of the applications Staff were unsuccessful in their application.

**Evaluation:** This year's event built upon the success of the previous years in 2021 and 2022. In 2022 Staff modified the previous double feature to a two-night event that was held in the summer season on the same weekend as the Heritage Day Event ran by the Magnetawan Library instead of the previous Fall season due to feedback from residents as well as to support the Heritage Day Event. Due to the unsuccessful grant funding application Staff modified the event back to a double feature event being hosted on one evening in the early Fall as feedback from the 2022 event included that the start of the movie event was too late as the sun sets later in August than it does in the Fall.

Movie tickets were \$10 each and attendees were provided tickets and an information pamphlet on how to enter and exit the event, as well as which menu food vendors would have available.

Two vendors attended the event at no cost to the vendors. The Banger Truck which offers sausages, potatoes and grilled cheese set up in the municipal parking lot starting at noon to ensure that the sales were maximized to their full potential. The Almaguin Gazelles, a local girls hockey organization, used the event as a fundraising opportunity and provided popcorn and candy for the event. Both the Banger Truck and the Gazelles are interested in returning next year.

Each attendee received “Magnetawan Bucks” used for admittance into the event and could be spent at local participating business from October 10, 2023, to November 13, 2023. This period of time is when local businesses typically see a dip in revenues. Staff ensured that each “Buck” was signed and laminated to reduce the risk of counterfeiting. Ten businesses participated this year as opposed to the seven businesses who participated in 2022 the “Magnetawan Bucks” program: Ahmic Lake Apiaries, Ahmic Lake Resort, Magnetawan Bait and Tackle, Magnetawan Grill and Grocery, Magnetawan Home Hardware, The Cornball Store, The Quiet Bay Café, Trader Ted’s, Swiss Country House, and Algonquin Fine Foods.

Councillor Jon Hind volunteered to help me direct parking, check movie tickets, and answer questions as well as helping with the disassembly of the screen. Parks Staff also helped set up and erect the screen prior to the event as well as assisted with tear down of the screen and equipment after the event.

Advertising for the event was provided through Municipal social media platforms, website, electronic mailing list, digital sign as well as posters outside of the Municipal Office and on Community Boards. A “pre-roll” was created by Staff to play at the start of the event and in between movies informing attendees of key points of interest such as food vendors, washroom locations and “Magnetawan Bucks” local participating business.

For the event the Municipality purchased two sets of each movie and afterwards one copy of Puss in Boots The Last Wish and Guardians of the Galaxy 3 was donated to the Magnetawan Library for residents to rent. The other copies were drawn from the attendees that purchased tickets and the winners’ names were posted on municipal social media platforms.

**Financial Implications:**

ITEM	COST
Fresh Air Cinema (screen providers)	\$6,700.90
Two sets of Blu-ray DVD’s	\$89.76
Movie Rights	\$904.00
Reimbursement of Magnetawan Bucks	\$830.00
Less Ticket Sales Revenue	-\$1,000.00
<b>Total Cost</b>	<b>\$7,524.66</b>

There is also the possibility of growing this event year after year and inviting more vendors and potentially charging a fee to the vendors as the attendance increases. Also, as the event grows, we can sell advertising or charge for sponsorship of the event by selling advertising space on the pre-roll which can also be used to offset the costs of the events.

Below is what could be forecasted if the event is successfully built upon year after year and if the Municipality were able to offset costs by charging vendors and garnishing fees for advertising or sponsorship of the event. The end goal would be to eventually build and run the event to be self sustaining.

PROPOSED 2 NIGHTS	COST
Fresh Air Cinema	\$10,000
Two sets of Blu-ray	\$150
Movie Rights	\$904
*Reimbursement of Magnetawan Bucks (100 per event)	\$2,000
*Less Ticket Sales Revenue	-\$2,000
Less Vendor Fees (5 vendors at \$50 x 2 events)	-\$500
Less Advertising/Sponsorship (5 businesses at \$250 x 2 events)	-\$2,500
<b>Total Estimated Cost</b>	<b>\$8,054</b>
<b>Estimated Funding</b>	<b>\$4,027</b>
<b>Forecasted Net Cost</b>	<b>\$4,027</b>

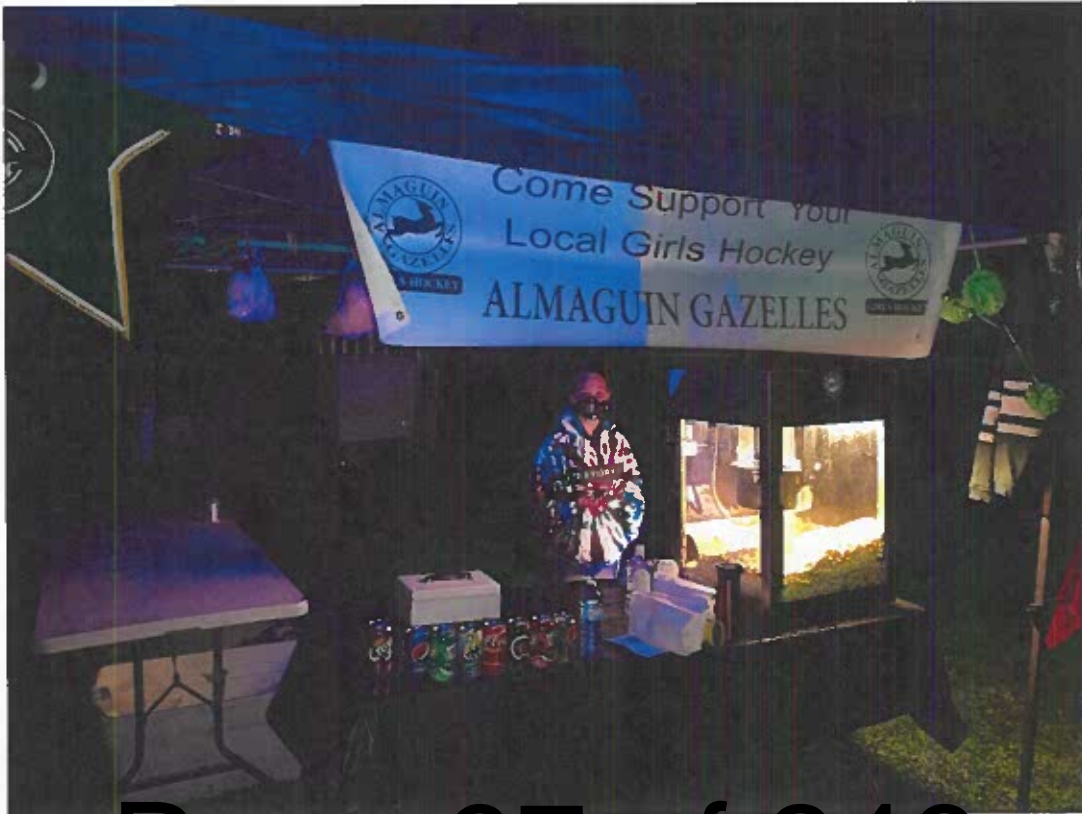
**Conclusion:** Staff recommends that due to the success of the event in 2021, 2022 and 2023 that Dinner and a Drive-in be held in 2024 and to include \$7,000 in the 2024 budget as well as have Staff reapply for funding if available to offset costs in 2024.

Respectfully Submitted,

Laura Brandt  
Deputy Clerk









## REPORT TO COUNCIL

To:	Mayor and Council
From:	Deputy Clerk Laura Brandt
Date of Meeting:	December 06, 2023
Report Title:	2023 Private Road Grant Program

**Recommendation:** That Council receives and approves this report regarding the Private Road Grant Program as presented and directs Staff to budget \$15,000 for the Private Road Grant in 2024 and to make a recommendation of an increase for the 2025 budget if an upward trend is evident.

### Background and Comments:

By the program deadline of November 9, 2023, the Deputy Clerk had received twelve submissions for the Private Road Grant. It should be noted that nine of the submissions were not required to sign a Licensing Agreement as these roads were found to be privately owned and not municipally owned. The Private Road Grant By-law which states *"Owners wishing to receive the grant for private maintenance on Municipal property must be entered into or willing to enter into a license agreement to maintain roads"*. All thirteen applications received were from returning road groups with twelve road groups applying in 2022 and one road group submitting their last application in 2017. Of the thirteen submissions, four roads are municipally owned but privately maintained and nine roads are privately owned and privately maintained. Three of the four road groups that are municipally owned but privately maintained have fully executed Licensing Agreements and Staff are currently working with the one road group to (who had not applied since 2017) obtain a fully executed Licensing Agreement.

### The final totals for the 2023 program were:

- Total dollars spent by applicants on road work \$62,597.37
- Maximum allowable dollars (based on formula)  
from submitted applications = \$ 16,519.75
- Total dollars allocated for 2023 Private Road Grant \$ 15,000.00
- Total kms maintained 27.17

### The final totals for the 2022 program were:

- Total dollars spent by applicants on road work \$57,541.50
- Maximum allowable dollars (based on formula)  
from submitted applications = \$ 15,612.50
- Total dollars allocated for 2022 Private Road Grant \$ 15,000.00
- Total kms maintained 23.07

### The final totals for the 2021 program were:

- Total dollars spent by applicants on road work \$74,921.87
- Maximum allowable dollars (based on formula)  
from submitted applications = \$ 18,600.00
- Total dollars allocated to 2021 Private Road Grant \$ 15,000.00
- Total kms maintained 75.73

**The final totals for the 2020 program were:**

- Total dollars spent by applicants on road work \$ 73,764.95
- Maximum allowable dollars (based on formula)  
from submitted applications = \$ 19,880.00
- Total dollars allocated for 2020 Private Road Grant \$ 15,000.00
- Total kms maintained 30.72

**The final totals for the 2019 program were:**

- Total dollars spent by applicants on road work \$ 77,556.40
- Maximum allowable dollars (based on formula)  
from submitted applications = \$ 15,145.00
- Total dollars allocated for 2019 Private Road Grant \$ 15,000.00
- Total kms maintained 22.95

Once again, the Municipality received multiple compliments on the grant program from residents thanking the Municipality for the continuation of this program as it continues to help local road groups upgrade their privately owned and/or privately maintained roads. It is also a great benefit to local businesses and contractors as many of the road groups support local.

**Financial Implications:** \$15,000 approved in the 2023 Budget.

**Staff Recommendations:** Staff recommends budgeting \$15,000 for the Private Road Grant in 2024. Staff further recommends making recommendations of an increase for the 2025 budget if an upward trend is evident.

Respectfully Submitted,



Laura Brandt  
Deputy Clerk

The Corporation of The Town of Parry Sound

Municipal Partners POA Advisory Committee Meeting Minutes May 25, 2023

## Meeting Minutes

### Date:

May 25, 2023

### Time:

1:30pm

### Location:

Zoom - <https://us06web.zoom.us/j/89256337201>

Meeting ID: 892 5633 7201

### Members Present:

- Bonnie Keith      Town of Parry Sound
- Pearl Ivens      Machar Township
- Wendy Hawes      Township of the Archipelago
- Mike Kekkonen      Township of McKellar
- Rod Ward      Township of Armour
- Janice Bray      Township of Strong

### Staff Present:

- Andre Couture      Town of Parry Sound

## 1. Agenda

1.1 Additions to Agenda/Notice of Motion

1.2 Prioritization of Agenda

The Corporation of The Town of Parry Sound

Municipal Partners POA Advisory Committee Meeting Minutes May 25, 2023

**1.3 Adoption of Agenda**

That the Committee agenda for May 25, 2023, be approved as circulated.

**Moved by Wendy Hawes**

**Seconded by Pearl Ivens**

**1.4 Disclosure of Pecuniary Interest and the General Nature Thereof**

**2. Public Meeting**

**3. Minutes and Matters Arising from Minutes**

**3.1 Adoption of November 24, 2022, Meeting Minutes**

That the Minutes from the committee meeting held November 24, 2022, be approved as circulated.

**Moved by Rod Ward**

**Seconded by Wendy Hawes**

**3.2 Questions of Staff**

**9. Resolutions and Direction to Staff**

**9.1 POA Court Services**

**9.1.1 POA Court Manager's Report Q1 2023**

That the POA Court Manager's Report Q1 2023 be accepted.

**Moved by Pearl Ivens**

**Seconded by Rod Ward**

**9.2 Other Business**

**9.3 Date of Next Meeting**

The Corporation of The Town of Parry Sound

Municipal Partners POA Advisory Committee Meeting Minutes May 25, 2023

That the next POA Municipal Partners Meeting will be held November 23, 2023, at 1:30pm.

**Moved by Rod Ward**

**Seconded by Janice Bray**

**11. Adjournment**

Personal Information collected in *Section 2. Public Meeting, Section 4. Correspondence and/or Section 5. Deputations* is collected under the authority of the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), Section 21. (1) c* and will be used to create a record available to the general public.

The Corporation of The Town of Parry Sound

Municipal Partners POA Advisory Committee Meeting Agenda November 23, 2023

## **Agenda**

### **Date:**

November 23, 2023

### **Time:**

1:30pm

### **Location:**

Zoom - <https://us06web.zoom.us/j/89256337201>

Meeting ID: 892 5633 7201

### **Members Present:**

### **Staff Present:**

1. **Agenda**
  - 1.1 **Additions to Agenda/Notice of Motion**
  - 1.2 **Prioritization of Agenda**
  - 1.3 **Adoption of Agenda**

That the Committee agenda for November 23, 2023, be approved as circulated.

**Moved by**

**Seconded by**

The Corporation of The Town of Parry Sound

Municipal Partners POA Advisory Committee Meeting Agenda November 23, 2023

**1.4 Disclosure of Pecuniary Interest and the General Nature Thereof**

**2. Public Meeting**

**3. Minutes and Matters Arising from Minutes**

**3.1 Adoption of May 25, 2023, Meeting Minutes**

That the Minutes from the committee meeting held May 25, 2023, be approved as circulated.

**Moved by**

**Seconded by**

**3.2 Questions of Staff**

**9. Resolutions and Direction to Staff**

**9.1 POA Court Services**

**9.1.1 POA Court Manager's Report Q3 2023**

That the POA Court Manager's Report Q3 2023 be accepted.

**Moved by**

**Seconded by**

**9.2 Other Business**

**9.3 Date of Next Meeting**

That the next POA Municipal Partners Meeting will be held May 23, 2024, at 1:30pm.

**Moved by**

**Seconded by**



The Corporation of The Town of Parry Sound

Municipal Partners POA Advisory Committee Meeting Agenda November 23, 2023

**11. Adjournment**

Personal Information collected in *Section 2. Public Meeting, Section 4. Correspondence and/or Section 5. Deputations* is collected under the authority of the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), Section 21. (1) c* and will be used to create a record available to the general public.

## **Parry Sound Provincial Offences Act Court Manager's Report**

**Q3 2023**

### **Backlog and judicial resources**

POA offices across the province continue to face backlogs, due in large part to the lack of judicial resources combined with increased trials requests (due to the ease of attending court virtually). This creates a scenario where there are more trial requests being accepted at POA offices than can be accommodated on court dockets. While it's a challenge to remain one step ahead of increasing trial requests, Parry Sound POA currently doesn't have a trial backlog and this should remain the case in 2024, barring any major court cancellations like seen in other jurisdictions. We consider matters to be backlogged once more than 12 months has elapsed between the time the charge was laid and the time it was scheduled for trial. Legislatively a trial must be heard within 18 months from the date the charge was laid.

Parry Sound is fortunate to have received a new Local Area Justice of the Peace, His Worship Thomas McNeil. The training process for new Justices of the Peace is a lengthy one, but currently His Worship McNeil is reviewing POA Extensions of Time to Pay and POA Reopenings from our office. Currently, Parry Sound POA still relies on visiting Justices of the Peace from neighboring municipalities. However, once His Worship McNeil starts conducting POA trials for Parry Sound on a regular basis, it is expected that consistency and predictability will enable courts to run more efficiently.

## Special Trials

Parry Sound saw a surge of special trials in 2023 and this trend is expected to continue well into 2024. A special trial is one that is expected to exceed 2 hours in duration, although typically they run longer than 1 day. It generally requires a Judicial Pre-Trial (JPT) where a Justice will determine the approximate length of trial in addition to advancing the resolution of some of the issues/charges. There are approximately 13 full days of special trials already scheduled for 2024.

## POA Charges Received and Entered

Running Yearly Comparison						
	2023	2022	2021	2020	2019	2018
January	326	257	369	293	403	324
February	284	188	332	306	260	486
March	370	284	505	242	482	465
<b>Q1 SUBTOTAL</b>	<b>980</b>	<b>729</b>	<b>1,206</b>	<b>841</b>	<b>1,145</b>	<b>1,275</b>
April	273	281	416	85	520	486
May	537	297	442	359	649	647
June	439	205	484	271	504	391
July	484	346	674	487	613	645
August	483	266	394	410	468	583
September	342	267	350	367	428	445
<b>Q3 SUBTOTAL</b>	<b>3,538</b>	<b>2,391</b>	<b>3,966</b>	<b>2,820</b>	<b>4,327</b>	<b>4,472</b>
October	324	223	275	298	444	454

<b>November</b>		309	226	230	315	311
<b>December</b>		169	150	145	189	239
<b>Total</b>		<b>3,092</b>	<b>4617</b>	<b>3493</b>	<b>5,275</b>	<b>5,476</b>

Ticket issuance continues to be low into 2023, but the numbers have increased compared to 2022, the lowest year on record. It appears ticket issuance numbers are stabilizing with less dramatic increases and decreases expected. Similar to 2023, POA anticipates approximately 4,500 tickets in 2024.

### **Ticket Processing**

Statistics have been included but are skewed due to the numerous withdrawal dockets across the province and how the Ministry reports statistics. Average days to dispose at trial for Part 1 matters fell from 328 in 2022 days to 258 days in 2023. Similar to 2022 the average days to dispose at trial for Part 3 matters is 618 days.

	<b>Parry Sound</b>	<b>All Municipalities</b>
<b>Average days to dispose at trial: Part 1</b>	<b>328</b>	<b>431</b>
<b>Average days to dispose at trial: Part 3</b>	<b>601</b>	<b>698</b>
<b>Percentage of charges disposed before trial</b>	<b>87% (2022)</b>	<b>86% (2022)</b>
<b>Percentage of prepaid fines</b>	<b>48% (2022)</b>	<b>47% (2022)</b>

2023 POA General Ledger - **DRAFT YTD**

	2023 Draft Budget	2023 Q1	2023 Q2	2023 Q3
<b>Revenues</b>				
Provincial Offences Revenues	<u>\$ 825,531.00</u>	<u>\$ 174,841.00</u>	<u>\$ 375,875.00</u>	<u>\$ 605,489.00</u>
<b>Expenditures</b>				
Salaries, Benefits & Contracted Services	\$ 276,468.00	\$ 83,417.00	\$ 139,867.00	\$ 204,277.00
Office Administration & Facilities	\$ 41,615.00	\$ 3,073.00	\$ 8,253.00	\$ 16,381.00
Partner's Administration Charge	\$ 57,766.00	\$ 14,442.00	\$ 28,888.00	\$ 43,324.00
Prosecution & Justice of Peace	\$ 135,000.00	\$ 35,974.00	\$ 61,357.00	\$ 87,941.43
Interpreter Costs	\$ 10,000.00	\$ 720.00	\$ 900.00	\$ 1,193.00
NCO & A1 Collection Costs	\$ 15,000.00	\$ 977.00	\$ 1,806.00	\$ 1,837.00
Amortization of Capital Assets	\$ 1,082.00	\$ -	\$ -	\$ 422.00
Audit Costs	\$ 4,400.00	\$ 1,100.00	\$ 4,400.00	\$ 6,000.00
Certificate of Offence charges	\$ 3,500.00	\$ 422.00	\$ 422.00	\$ 4,390.00
POA IT & Software	\$ 15,000.00	\$ 2,165.00	\$ 9,577.00	\$ 25,470.00
Provincial Monitoring/Enforcement	\$ 5,700.00	\$ 1,407.00	\$ 2,814.00	\$ 15,903.00
Fines & By-Laws to Municipalities	\$ 8,500.00	\$ 2,690.00	\$ 2,915.00	\$ 422.00
Fines paid to other POA Offices	\$ 20,000.00	\$ 9,504.00	\$ 9,504.00	\$ 10,130.00
Transfer to Municipal Partners	\$ 85,000.00	\$ -	\$ -	\$ 4,221.00
VFS paid to Province	\$ 90,000.00	\$ 17,891.00	\$ 61,611.00	\$ 83,278.00
Fines paid to Province	<u>\$ 55,000.00</u>	<u>\$ -</u>	<u>\$ 24,376.00</u>	<u>\$ 32,541.00</u>
	<u>\$ 825,531.00</u>	<u>\$ 173,960.00</u>	<u>\$ 356,868.00</u>	<u>\$ 537,730.43</u>
<b>NET DISTRIBUTION TO PARTNERS</b>		<u>\$ 881.00</u>	<u>\$ 19,007.00</u>	<u>\$ 67,758.57</u>

Carried over  
to Q2

## 2023 POA Municipal Partners Distribution

	Population	% of Population	Households	% of Households	Distribution	Q1 Distribution	Q2 Distribution	Q3 Distribution	Q4 Distribution	YTD
Armour	1,459	4.27%	1,087	3.87%	4.07%	\$0.00	\$773.87	\$2,758.75		\$3,532.62
Seguin	5,280	15.45%	4,827	17.20%	16.33%	\$0.00	\$3,103.12	\$11,062.29		\$14,165.40
Carling	1,491	4.36%	1,761	6.28%	5.32%	\$0.00	\$1,011.06	\$3,604.33		\$4,615.39
Perry	2,650	7.75%	1,710	6.09%	6.92%	\$0.00	\$1,316.05	\$4,691.58		\$6,007.62
Kearney	974	2.85%	1,195	4.26%	3.55%	\$0.00	\$675.59	\$2,408.42		\$3,084.01
Burk's Falls	957	2.80%	523	1.86%	2.33%	\$0.00	\$443.25	\$1,580.13		\$2,023.37
South River	1,101	3.22%	510	1.82%	2.52%	\$0.00	\$478.88	\$1,707.16		\$2,186.05
Sundridge	938	2.74%	458	1.63%	2.19%	\$0.00	\$415.95	\$1,482.80		\$1,898.75
Whitestone	1,075	3.15%	1,427	5.09%	4.12%	\$0.00	\$782.26	\$2,788.68		\$3,570.94
Joly	293	0.86%	155	0.55%	0.70%	\$0.00	\$133.97	\$477.59		\$611.56
Machar	969	2.84%	875	3.12%	2.98%	\$0.00	\$565.81	\$2,017.06		\$2,582.87
McDougall	2,744	8.03%	1,673	5.96%	7.00%	\$0.00	\$1,329.65	\$4,740.07		\$6,069.72
McKellar	1,419	4.15%	1,515	5.40%	4.78%	\$0.00	\$907.72	\$3,235.92		\$4,143.63
McMurrich/Monteith	907	2.65%	735	2.62%	2.64%	\$0.00	\$501.15	\$1,786.56		\$2,287.71
Magnetawan	1,753	5.13%	1,717	6.12%	5.62%	\$0.00	\$1,069.01	\$3,810.90		\$4,879.91
Ryerson	745	2.18%	555	1.98%	2.08%	\$0.00	\$395.14	\$1,408.63		\$1,803.76
Strong	1,566	4.58%	953	3.40%	3.99%	\$0.00	\$758.23	\$2,703.01		\$3,461.24
The Archipelago	979	2.86%	2,863	10.20%	6.53%	\$0.00	\$1,241.97	\$4,427.50		\$5,669.47
Parry Sound	6,879	20.13%	3,518	12.54%	16.33%	\$0.00	\$3,104.33	\$11,066.63		\$14,170.96
<b>Totals</b>	<b>34,179</b>	<b>100%</b>	<b>28,057</b>	<b>100%</b>	<b>100%</b>	<b>\$0.00</b>	<b>\$19,007.00</b>	<b>\$67,758.00</b>	<b>\$0.00</b>	<b>\$86,765.00</b>

Population & Households Count sourced from 2021 Statistics Canada Records

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, September 27, 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 Appointees

Karen Cook  
Sara Inch  
Maurice Switzer  
Rick Champagne (*Chairperson*)  
Jamie Restoule

Eastern Appointee

Western Appointee

**Parry Sound District:**

Northeastern Appointee

Southeastern Appointee

Western Appointee

**Public Appointees:**

Blair Flowers  
Marianne Stickland  
Jamie McGarvey (*Vice-Chairperson*)  
Tim Sheppard  
Catherine Still

**Acting Medical Officer of Health/Executive Officer**

Dr. Carol Zimbalatti

**Also Attending by Invitation**

Management Administrative Assistant, Quality Assurance

Executive Director, Community Services

Program Manager, Healthy Schools

Manager, Planning, Evaluation and Communications Services

Executive Director, Finance

Shelly Maki  
Louise Gagné  
Sandee Guindon  
Danielle Hunter  
Isabel Churcher

**REGRETS:**

Central Appointees

Jamie Lowery  
David Wolfe

**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 5.58 p.m.

**2.0 APPROVAL OF THE AGENDA**

The agenda for the September 27, 2023, Board of Health meeting was reviewed, and the following motion was read:

**Board of Health Resolution #BOH/2023/09/01 \*Sheppard/Stickland**

*Be It Resolved, that the Board of Health Agenda, dated September 27, 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 Restoule	X		
Karen Cook	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	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 – August 16, 2023**

The minutes from the Board of Health meeting held on August 16, 2023, were reviewed and the following motion was read:

**Board of Health Resolution #BOH/2023/09/02 \*Flowers/McGarvey**

*Be It Resolved, that the minutes from the Board of Health meeting held on August 16, 2023, be approved as presented.*

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 Restoule	X		
Karen Cook	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	X		

"Carried"



#### 4.2. Board of Health In Camera Minutes – August 16, 2023

The minutes from the Board of Health meeting held on August 16, 2023, were reviewed and the following motion was read:

**Board of Health Resolution #BOH/2023/09/03 \*Cook/Restoule**

***Be It Resolved, that the in-camera minutes from the Board of Health meeting held on August 16, 2023, be approved as presented.***

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 Restoule	X		
Karen Cook	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	X		

*“Carried”*

#### 5.0 DATE OF NEXT MEETING

Date: November 22, 2023  
Time: To be determined  
Place: To be determined

#### 6.0 BUSINESS ARISING

##### 6.1. Presentation on Icelandic Model ([Sway Presentation](#))

A presentation was provided to Board of Health members by members of the Healthy Schools team.

Highlighted and key messages from the presentation were as follows:

- A description of the Icelandic model.
- Evidence for the effectiveness of the Icelandic Model in addressing youth substance use in Iceland was presented.
- Currently in Canada Calgary (City), New Brunswick (province), and several other areas in including Lanark County, Porcupine Health Unit, Timiskaming Health Unit, Southwest Health Unit.
- There are many other health units also expressing including Sudbury & District Health Unit and Algoma Health Unit

- Overview of 5 year guidance program was shared.
- The Icelandic model's alignment with OPHS was discussed.
- Target communities are identified based on Partners, Equity, Geography & readiness.
- Every \$1 invested in prevention could save up to \$22.69 in societal costs related to substance use harms.
- We have received signed support from almost all our school boards to allow data collection in their schools and believe we will have all as partners shortly. The Icelandic Prevention Model (youth substance use) has also been identified as an impact priority under the Muskoka Nipissing Parry Sound Child and Youth Planning Table.
- To move the Icelandic Prevention Model forward we will need the following resources:
  - Secured funds for a coordinator position to oversee the 5-year project
  - Secured funds to sign agreement with Planet Youth for 5-year project
- Recently we sent an email to those that attended the event in February letting them know we are now at the phase to develop a local coalition, identify capacity building needs, funding identification, and begin community engagement strategies.
- Resources required - \$150,800

The presenter addressed the questions after the presentation and left the meeting at 6.22 p.m.

## **7.0 REPORT OF THE MEDICAL OFFICER OF HEALTH**

The Report of the Medical Officer of Health for the September 27, 2023, meeting was presented to the Board of Health for information purposes.

## **8.0 BOARD COMMITTEE REPORTS**

### **8.1 Finance and Property Committee**

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

The following recommendation was presented:

#### **Board of Health Resolution #BOH/2023/09/04 \*Still/McGarvey**

*Whereas, on August 22, 2023, the Minister of Health, Sylvia Jones, presented Strengthening Public Health to the Association of Municipalities Annual Conference; and*

*Whereas, Strengthening Public Health includes temporary funding for voluntarily merging of health units, changes to the Ontario Public Health Standards after consultation with the field and the development of a new public health funding formula.*

*Therefore Be It Resolved, that on the recommendation of the Finance and Property Committee, the Board of Health for the North Bay Parry Sound District Health Unit support the Board Chair and the Acting Medical Officer of Health/ Executive Director to engage with northeastern and neighboring counterparts for further exploratory dialogue about voluntary mergers relating to Strengthening Public Health; and*

**Furthermore Be It Resolved, that the Board of Health supports participation in all Ministry of Health consultations related to their Strengthening Public Health initiative.**

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 Restoule	X		
Karen Cook	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	X		

"Carried"

The following motion was read:

**Board of Health Resolution #BOH/2023/09/05 \*Stickland/Restoule**

**Whereas, the North Bay Parry Sound District Health Unit received funding for 2023 from the Ministry of Health (Ministry); and**

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

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

**Therefore Be It Resolved, that on the recommendation of the Finance and Property Committee, the Board of Health for the North Bay Parry Sound District Health Unit approves the reconciled 2023 Board of Health budget with Net Expenses for \$22,423,513; and**

**Furthermore Be It Resolved, that the Board of Health put any excess municipal contributions into the municipal reserve.**

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 Restoule	X		
Karen Cook	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	X		

**9.0 CORRESPONDENCE**

Board of Health correspondence listed for the September 27, 2023 meeting is made available for review by Board members in the Board of Health online portal.

**10.0 IN CAMERA**

**10.1 Personal Matter About an Identifiable Individual**

The following motion was read:

**Board of Health Resolution #BOH/2023/09/06 \*Sheppard/Cook**

***Be It Resolved, that the Board of Health move in camera at 6:31 p.m. to discuss item #10.1, Personal Matter About an Identifiable Individual***

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 Restoule	X		
Karen Cook	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	X		

*"Carried"*

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

**Board of Health Resolution #BOH/2023/09/07 \*Sheppard/Still**

***Be It Resolved, that the Board of Health rise and report at 6:50 p.m.***

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 Restoule	X		
Karen Cook	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	X		

*"Carried"*

Direction was provided; there was nothing further to report.

## 11.0 NEW BUSINESS

### 11.1 Intimate Partner Violence

The following motion was read:

**Board of Health Resolution #BOH/2023/09/08 \*McGarvey/Inch**

***Be It Resolved, The Health Unit explores a motion that will support local action on Intimate Partner Violence within the mandate of Public Health.***

**RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)**

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	X		

*"Carried"*

### 11.2 Proposed Board of Health Governance Framework

A presentation was provided to Board of Health members by Danielle Hunter, Manager of Planning & Evaluation, and Quality Assurance.

Highlighted and key messages from the presentation were as follows:

- The current Board of Health governance structure was presented as well as an assessment of its suitability.
- The current structure contains inconsistencies, duplications and gaps.
- The governance policy pathway mapping exercise undertaken to resolve identified issues was described.
- A new governance structure was proposed.
- The proposed governance structure would eliminate the need for Board of Health policies, moving content related to BOH governance into the Board of Health bylaws, a new Board of Health Code of Conduct, and into the Board of Health Orientation manual, as appropriate. The content presently contained in the Board of Health Bylaws that doesn't relate to the Board of Health will be moved into Operational Policies.
- Planned next steps were indicated.

The presenter addressed the questions after the presentation and left the meeting at 7.15 p.m.

### 11.3 2023 alpha Fall Symposium registration

The following motion was read:

**Board of Health Resolution #BOH/2023/09/09 \*Stickland/Still**

**Be It Resolved**, that the Board of Health authorizes the following Board Member(s) to attend the Association of Local Public Health Agencies (ALPHA) 2023 Fall Symposium, Section Meetings, and Workshops to be held online, November 22-24.

Sara Inch

**RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)**

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	X		

"Carried"

Rick Champagne informed the Board members that we had plans to have an IT refresher training in the HU prior to the next meeting. Board members expressed interest in attending.

**12.0 ADJOURNMENT**

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 7.23 p.m.

*Originally signed by Rick Champagne* *2023-11-22*  
\_\_\_\_\_  
Chairperson/Vice-Chairperson Date (yyyy/mm/dd)

*Originally signed by Nelly Bothelo* *2023-11-22*  
\_\_\_\_\_  
Nelly Bothelo, Recorder Date (yyyy/mm/dd)

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# District of Parry Sound



Social Services  
Administration Board

## **Chief Administrative Officer's Report**

**November 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.

*With the tragic news coming out of Sault Ste. Marie last week, we find ourselves struggling to find a meaningful way to pay tribute to the women and children who were injured and lost their lives to Intimate Partner Violence (IPV) & Domestic Violence (DV). Finding the words to relay how we're feeling about something so close to home, and about a cause so close to our hearts is impossible. Our job every day is to prevent these situations from occurring, and it's at times like these when we feel defeat and frustrations.*

*We know more can be done - the conversation about Intimate Partner Violence must continue long after this story leaves the headlines.*

*We need to continue to educate women, children, and our communities to recognize abuse in its many forms, and to speak out and ask questions.*

*Survivors of domestic abuse may leave and return several times before permanently separating from their abusive partner. In fact, research shows that it can take approximately 7 attempts before a survivor permanently leaves an abusive partner. Abuse often lives in secrecy. Women who experience violence of any kind should be told that they are not alone and that they do not deserve to live in fear. They should be encouraged to reach out to a professional or someone they trust for support and guidance.*

*If you or someone you know is experiencing abuse by their partner, please call Esprit Place at 705-746-4800 or 1-800-461-1707 and speak with our frontline staff, who can provide you with the support you need 24/7.*





## Ontario Health Team

The West Parry Sound Ontario Health Team (in-development) continues to seek Ministry of Health support to begin building an approved OHT. The next application was due back to the Ministry at the end of October. The Ministry application required an updated West Parry Sound OHT membership list. As previously discussed, the DSSAB will be participating as a Collaborative Partner (please see Appendix A). The team indicated that they were thankful to have received past endorsement, at various levels (signatory, collaborative, and supportive), from many of their regional partners. At the WPSHC, they shared they are thankful for the DSSAB's ongoing contribution to supporting the health and resilience of the communities we are mutually privileged to serve.

## OMSSA 47 Leads - Leadership Table Meeting

On October 26<sup>th</sup>, I attended the OMSSA 47 Leads - Leadership table meeting in Toronto. It was a jam-packed agenda and here are a few highlights. We heard from RBC Economist Carrie Freestone who discussed trends in the economy, where things are heading related to employment and housing and the potential impacts to social service clients (please see Appendix B).

We heard from the Canadian Mental Health Association Ontario Division with a presentation and discussion lead by Camille Quenneville, CEO and Joe Kim, COO (please see Appendix C). It was a fulsome discussion regarding the challenges both sectors are having with supporting our current Mental Health and Addiction crisis.

Information was received regarding the "Knowing our Numbers" project (please see Appendix D) and discussion around the labour challenges in the Early Childhood sector took place.

We also had discussions regarding Housing and Homelessness and Special Needs Resourcing for our Children's Services sector.

## 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**

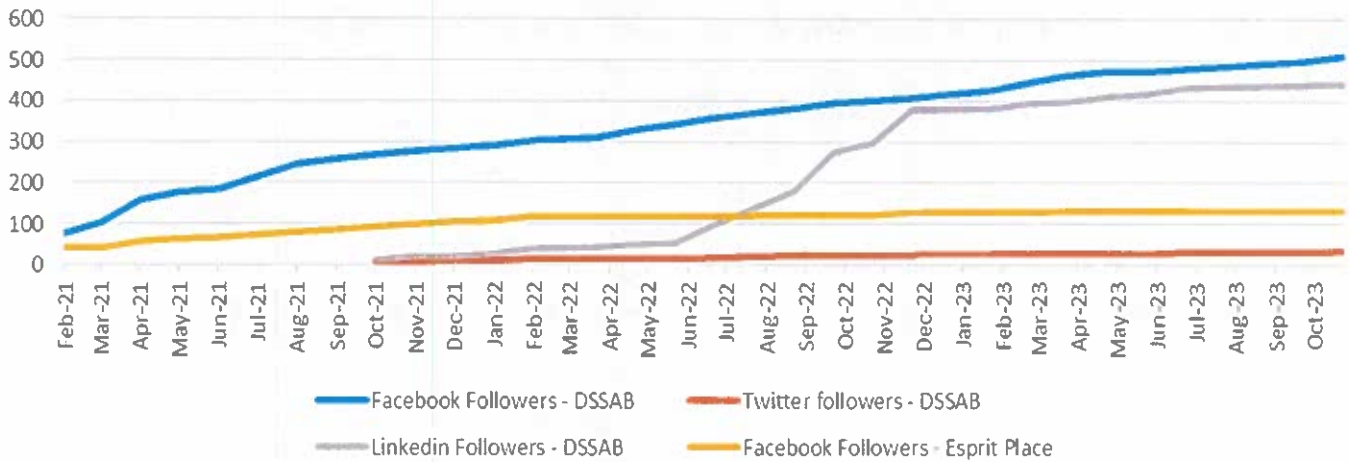
<b>District of Parry Sound Social Services Administration Board</b>	<b>APR 2023</b>	<b>MAY 2023</b>	<b>JUNE 2023</b>	<b>AUG 2023</b>	<b>SEPT 2023</b>	<b>OCT 2023</b>
Total Page Followers	471	474	478	490	500	513
Post Reach this Period (# of people who saw post)	4,460	3,789	4,010	2,249	4,112	2,667
Post Engagement this Period (# of reactions, comments, shares)	505	241	692	234	428	287

<b>Esprit Place Family Resource Centre</b>	<b>APR 2023</b>	<b>MAY 2023</b>	<b>JUNE 2023</b>	<b>AUG 2023</b>	<b>SEPT 2023</b>	<b>OCT 2023</b>
Total Page Followers	131	131	131	132	133	133
Post Reach this Period (# of people who saw post)	116	29	203	62	55	92
Post Engagement this Period (# of reactions, comments, shares)	71	1	2	1	2	16

<b>DSSAB Twitter Stats</b> <a href="https://twitter.com/psdssab">https://twitter.com/psdssab</a>	<b>APR 2023</b>	<b>MAY 2023</b>	<b>JUNE 2023</b>	<b>AUG 2023</b>	<b>SEPT 2023</b>	<b>OCT 2023</b>
Total Tweets	8	8	10	N/A	19	11
Total Impressions	300	291	301	56	229	206
Total Profile Visits	130	137	128	N/A	135	N/A
Total Followers	27	27	30	31	32	34

<b>DSSAB LinkedIn Stats</b> <a href="https://bit.ly/2YyFHIE">https://bit.ly/2YyFHIE</a>	<b>APR 2023</b>	<b>MAY 2023</b>	<b>JUNE 2023</b>	<b>AUG 2023</b>	<b>SEPT 2023</b>	<b>OCT 2023</b>
Total Followers	410	416	434	437	441	444
Search Appearances (in last 7 days)	245	228	281	185	115	49
Total Page Views	30	41	56	33	22	49
Post Impressions	697	546	786	182	558	1,036
Total Unique Visitors	11	19	25	19	14	22

### Social Media Follower - Trends



### Esprit Place

This month we've launched an Instagram Account for Esprit Place Family Resource Centre to try to reach a new demographic. Please follow us on Instagram at <https://www.instagram.com/espritplace/>. We will continue to monitor performance on each social media channel. Should the launch of Instagram prove to be successful for Esprit, we will look into expanding onto Instagram for the DSSAB as well.

### Municipal Presentations

This month, myself and our Communications Officer, continued our road trip to the Municipality of Powassan on October 3, 2023, where we outlined the DSSAB's programs and services and explaining to members of Council how we can help members of their community. Council 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.



**Licensed Child Care Programs**

**Total Children Utilizing Directly Operated Child Care in the District**

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeek ELCC	HCCP	Total
Infant	1	0	3	0	20	24
Toddler	10	7	9	17	25	68
Preschool	16	15	16	33	43	123
# of Active	27	22	28	50	88	215

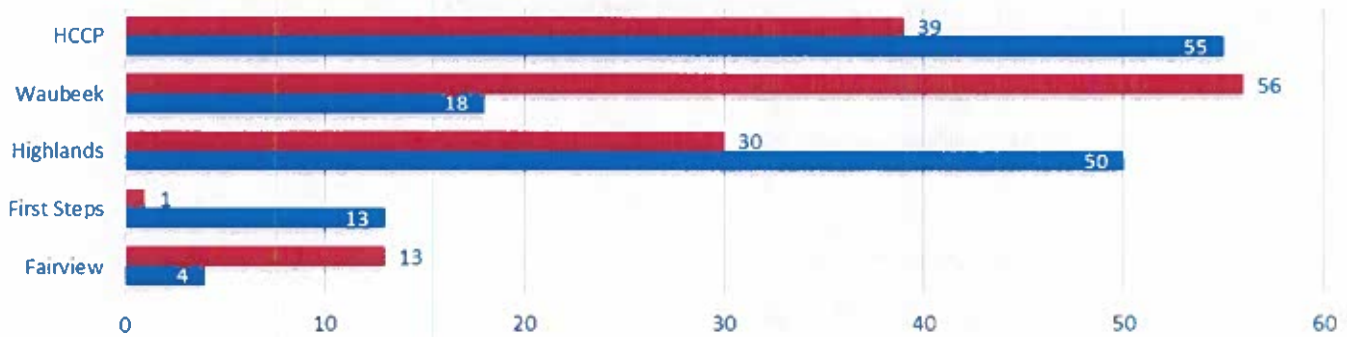
The early learning and child care centres experienced a number of preschool children transition to kindergarten and were able to move eligible toddlers up to the preschool groups and enroll new children in the programs.

**School Age Programs  
September 2023**

Location	Enrollment	Primary Waitlist	Secondary Waitlist
Mapleridge After School	26	5	0
Mapleridge Before School	10	0	0
Mapleridge Summer Program	N/A		
St. Gregory's After School	N/A		
Sundridge Centennial After School	13	4	0
Land of Lakes After School	N/A		
Home Child Care	46	19	1
# of Active Children	95	28	1

We were unable to reopen the Land of Lakes After School Program in Burk's Falls this month because of the staffing shortage. We amalgamated St. Gregory's School Age Program with Mapleridge's so we could offer Before and After School care to all the families in Powassan.

**Directly Operated Child Care Waitlist by Program  
September 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. Programs were able to enroll some children from the waitlists as preschoolers transitioned to school.

**Inclusion Support Services  
September 2023**

Age Group	EarlyON	Licensed	Monthly	YTD Total	Waitlist	New	Discharges
Infant	0	0	0	0	0	0	0
Toddler (18-30M)	0	9	9	19	1	1	0
Preschool (30M-4Y)	6	31	37	56	0	3	2
School Age (4Y+)	6	31	37	56	0	3	2
Monthly Total	10	70	81	-	2	5	9
YTD Total	12	79	-	128	31	31	19

The Resource Consultants have been supporting the licensed child care and EarlyON programs with building staff capacity to continue offering high quality inclusive activities as new children transition into the child care sector.

**EarlyON Child and Family Programs  
September 2023**

Activity	September	YTD
Number of Children Attending	733	8,387
Number of New Children Attending	61	480
Number of Adults Attending	461	5,144
Number of Virtual Programming Events	3	35
Number of Engagements through Social Media	471	6,314
Number of Views through Social Media	8,756	85,542

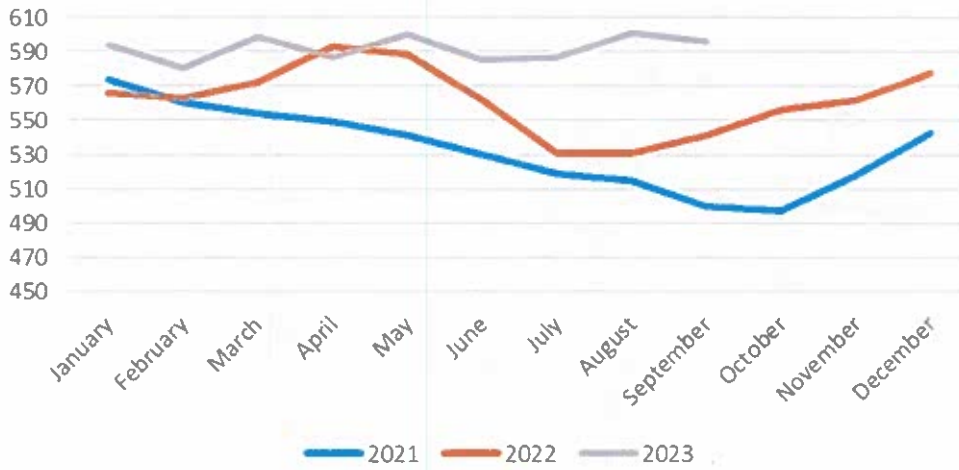
**Funding Sources for District Wide Childcare Spaces  
September 2023**

Active	# of Children	# of Families	Funding Source - New	# of Children	# of Families
CWELCC*	103	102	CWELCC	8	8
CWELCC Full Fee	228	226	CWELCC Full Fee	51	49
Extended Day Fee Subsidy	1	1	Fee Subsidy	7	5
Fee Subsidy	37	29	Full Fee	11	11
Full Fee	21	18	Ontario Works	7	6
Ontario Works	15	12	<b>Total</b>	<b>84</b>	<b>79</b>
<b>Total</b>	<b>405</b>	<b>388</b>			

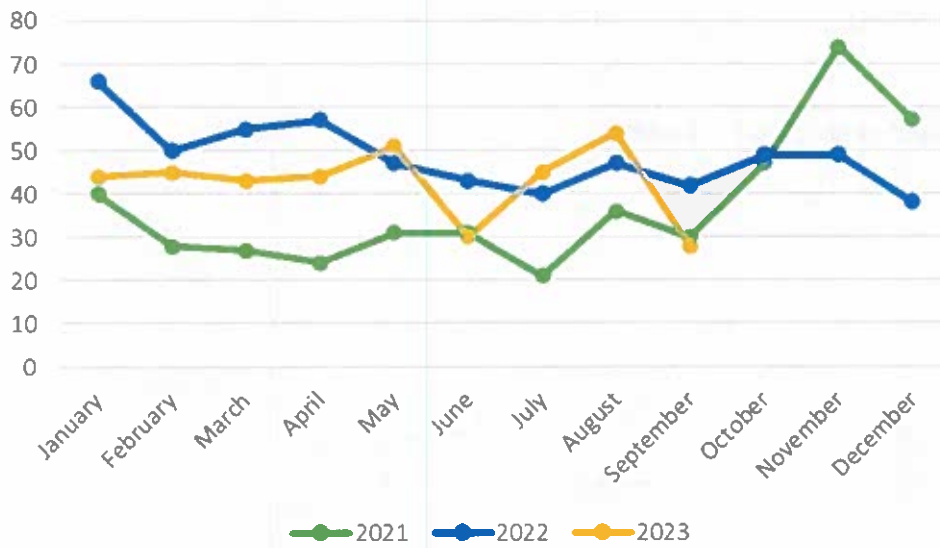
\* CWELCC – Canada-Wide Early Learning Child Care; eligible for children 0 - 6

Funding Source - Exits	# of Children	# of Families
CWELCC	4	4
Fee Subsidy	2	2
Full Fee	1	1
<b>Total</b>	<b>7</b>	<b>7</b>

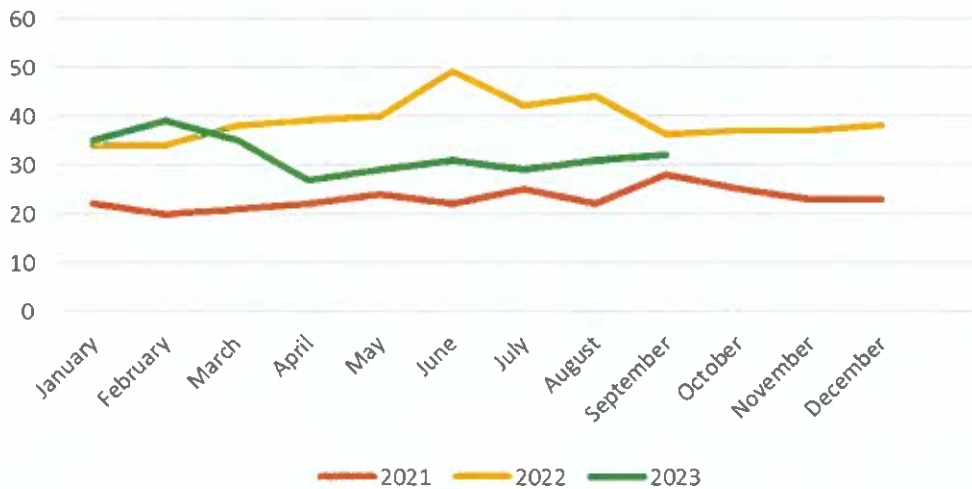
### Ontario Works Caseload



### Ontario Works Intake - Social Assistance Digital Application (SADA) & Local Office Ontario Works Applications Received



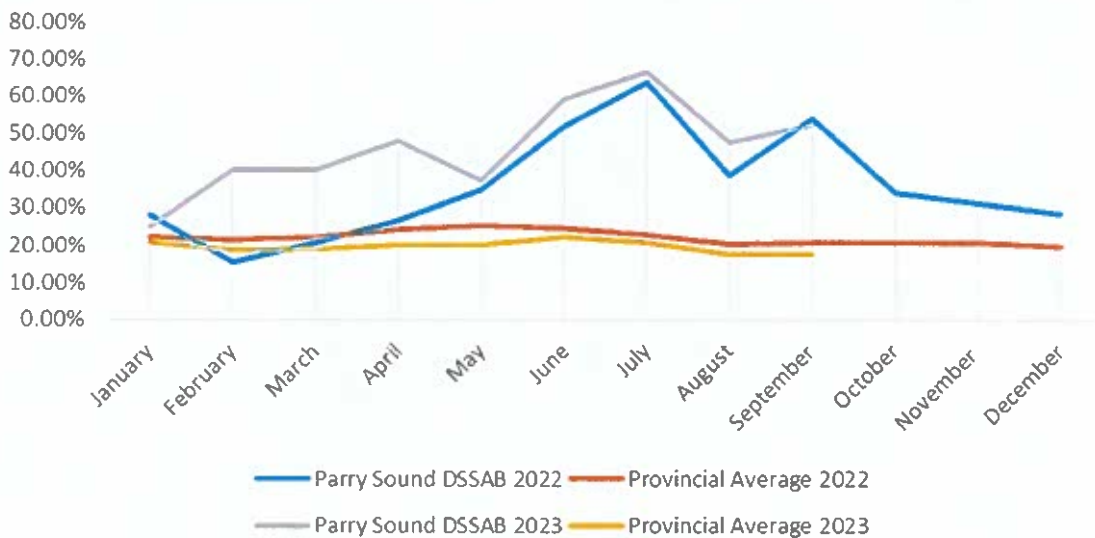
### ODSP Participants in Ontario Works Employment Assistance



The OW Caseload as of the end of August has crept up to **596** (there are 955 beneficiaries in total). We are supporting **32** ODSP participants in our Employment Assistance program. We also have **58** Temporary Care Assistance cases. Intake also remains steady. We had **28** Ontario Works Applications and **29** applications for Emergency Assistance in August which is trending higher than historical norms.

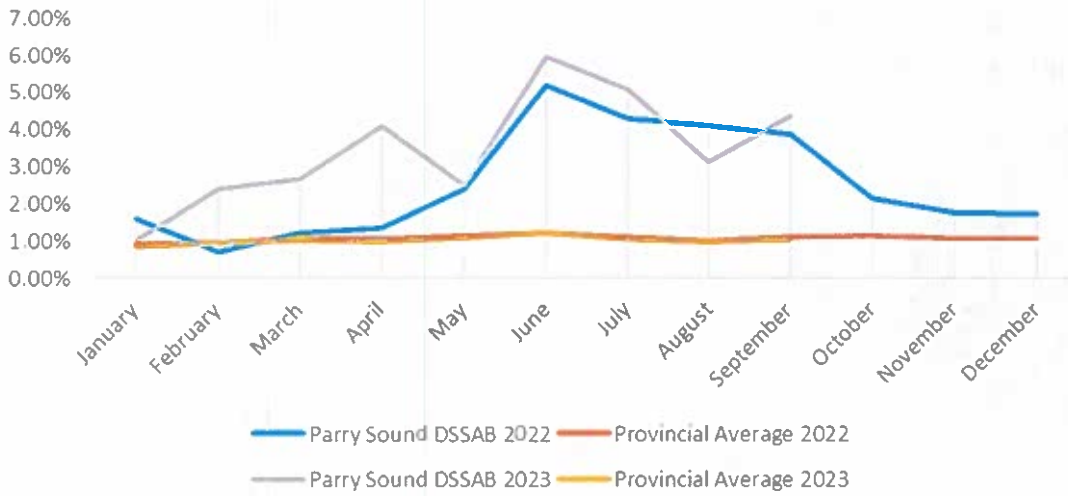
### Employment Assistance & Performance Outcomes

% of Closures Exiting to Employment



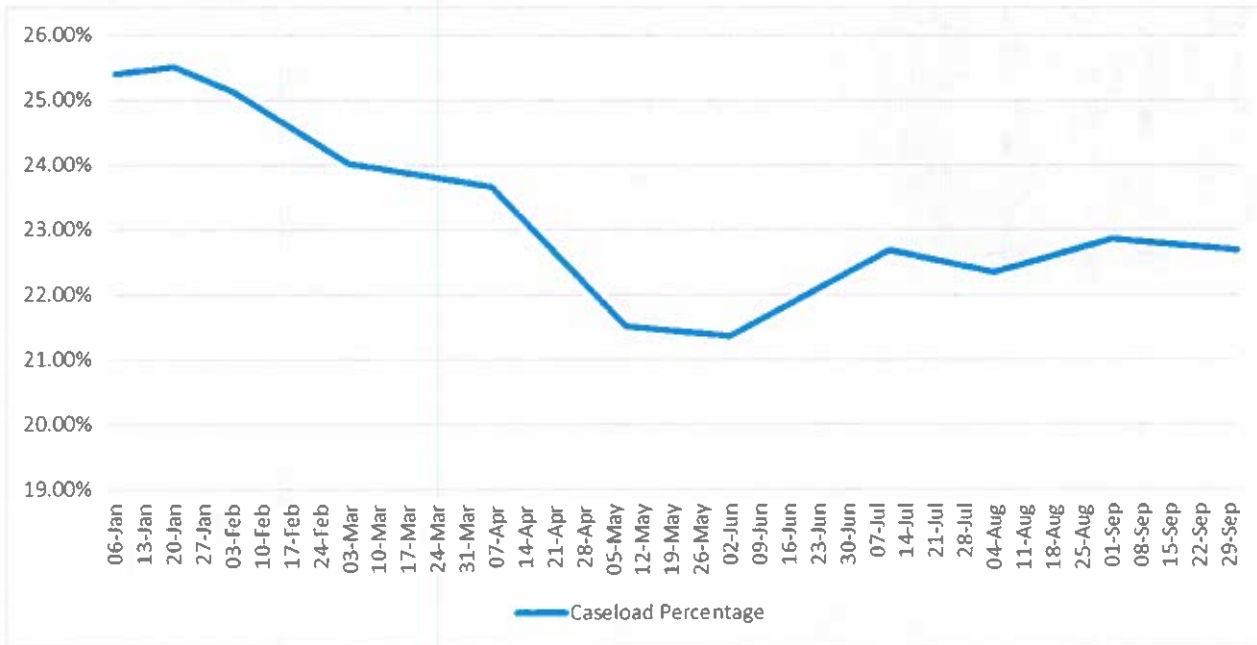


### % of Caseload Exiting to Employment



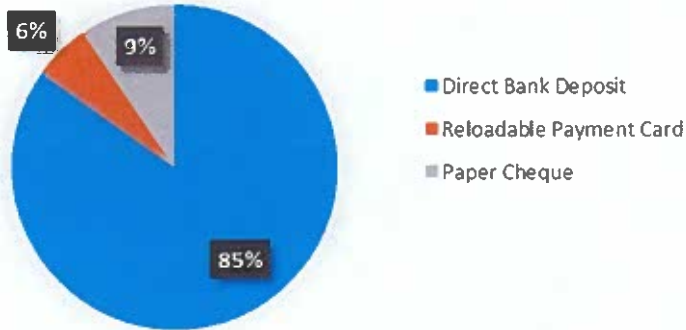
Our Employment Outcomes performance in September remains strong. We also exited 8.39% of the caseload for any reason in September. This is also very strong as we are into the fall season when we see many seasonal jobs ending.

### MyBenefits Enrollment 2023



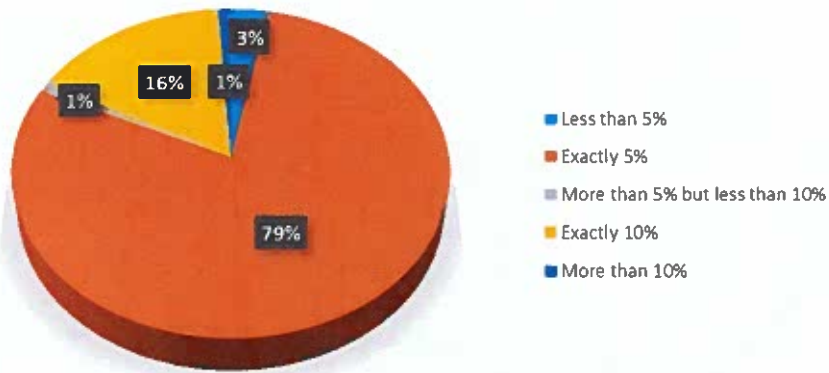
### DBD Enrollment

Payment Receipt Method  
September 2023



### Overpayment Recovery Rate

September 2023



**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.

**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.

**Contact/Referrals**

<b>September 2023</b>	<b>East</b>	<b>West</b>	<b>YTD</b>
Homeless	1	9	51
At Risk	0	6	70
Esprit Outreach Homeless	0	0	6
Esprit Outreach at Risk	0	0	10
Program Total			148
Esprit in Shelter clients calculated in Homelessness numbers			
Esprit in Shelter		7	18

**September 2023  
Income Source**

	<b>East</b>	<b>West</b>
Senior	6	16
ODSP	10	28
Ontario Works	4	17
Low Income	18	33

**September 2023  
Income Source**

	<b>East</b>	<b>West</b>
Senior	13	22
ODSP	6	14
Ontario Works	8	15
Low Income	9	53

**Short Term Housing Allowance**

	<b>Active</b>	<b>YTD</b>
September 2023	7	39

**Housing Stability: Household Income Sources and Issuance from HPP**

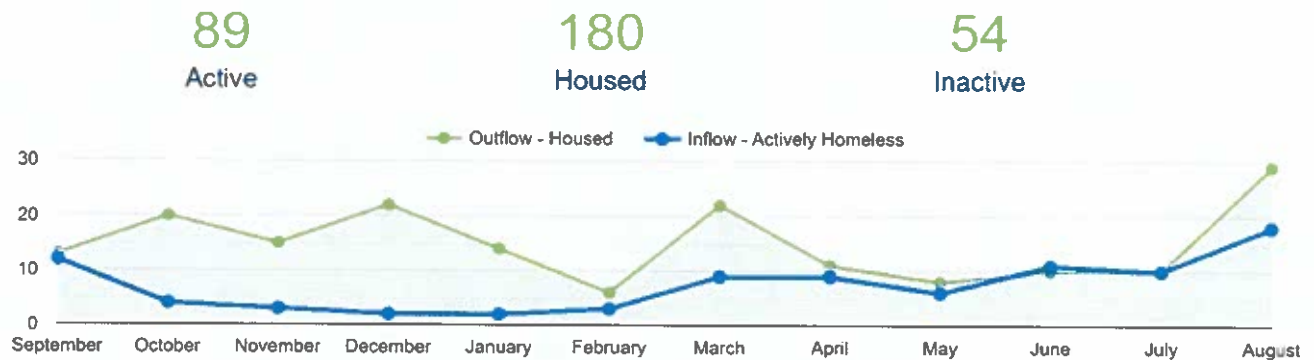
September 2023			September 2023	
Income Source	Total	HPP	Reason for Issue	Total
Senior	3	\$938.98	Utilities/Firewood	\$1,709.99
ODSP	6	\$5,036.71	Food/Household/Misc	\$1,565.54
Ontario Works	3	\$1,376.84	Emergency Housing	\$4,830.99
Low Income	2	\$750.99	Total	\$8,103.52

**Ontario Works: Household Income Sources and Issuance from HPP**

September 2023			September 2023	
Income Source	Total	HPP	Reason for Issue	Total
Senior	1	\$271.84	Rental Arrears	\$4,500.00
ODSP	8	\$6,239.31	Utilities/Firewood	\$4,445.94
Ontario Works	8	\$8,001.89	Transportation	\$308.83
Low Income	5	\$1,381.66	Food/Household/Misc.	\$6,639.93
			Total	\$15,894.70

**By-Name List Data**

**September 2021- September 2023**



**Housing Programs**

**Social Housing Centralized Waitlist Report  
September 2023**

	East Parry Sound	West Parry Sound	Total
Seniors	47	115	162
Families	129	420	549
Individuals	515	197	712
Total	691	732	1,423
Total Waitlist Unduplicated			458

**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	12		4		
Oct	14		12	6		Oct					
Nov	12	1	8	3		Nov					
Dec	1			5		Dec					
Total	125	6	68	26	3	Total	80	7	98	11	0

- Housing Programs added 12 new eligible applications to the centralized waitlist in the month of September
- 2 of the new Rent-Geared-to-Income apps were re-instated applicants
- Of the 4 cancelled applications, one was due to being removed as they were eligible to receive the Canada Ontario Housing Benefit, one refused, one did not provide documentation and lost contact, and one had assets in excess

**Parry Sound District Housing Corporation  
September 2023**

**Activity for Tenant and Maintenance Services**

	<b>Current</b>	<b>YTD</b>
<b>Move outs</b>	0	26
<b>Move in</b>	0	22
<b>L1/L2 forms</b>	0	5
<b>N4 - notice of eviction for non payment of rent</b>	3	7
<b>N5 - notice of eviction disturbing the quiet enjoyment of the other occupants</b>	0	10
<b>N6 - notice of eviction for illegal acts or misrepresenting income for RGI housing</b>	0	0
<b>N7 - notice of eviction for willful damage to unit</b>	0	1
<b>Repayment agreements</b>	4	59
<b>No Trespass Order</b>	0	1
<b>Tenant Home Visits</b>	25	161
<b>Mediation/Negotiation/Referrals</b>	10	98
<b>Tenant Engagements/Education</b>	2	88

**Property Maintenance  
September 2023**

Pest Control		2 buildings are currently being inspected monthly for bedbugs; 1 unit has been treated
Vacant Units	10	one-bedroom (7); multiple bedroom (3) (not inclusive of The Meadow View)
Vacant Units - The Meadow View	6	one-bedroom market units available
After Hours Calls	12	Smoke detector beeping, water leaking from upstairs, fire panel "trouble" alarm, Esprit glass break alarm, Bell requiring access into building, OPP requiring access for wellness check, toilet leak, locksmith wishing to do repairs afterhours, loud noise coming from vacant unit, power outage 4 staff participate in the on-call phone tree system
Work Orders	162	Created for maintenance work, and related materials for the month of September
Fire Inspections		12 units inspected within the month of September **as per Fire Code, we will be moving to monthly inspections **

**Capital Projects  
September 2023**

- Esprit Renovation project was initiated; quotes are in the process of being collected, along with scheduling Engineers to review ramp, and canopy
- The Duplex Project is well underway; Housing Services Corporation is involved with this project
- Finalizing the contract for roof replacement for daycare located in Parry Sound
- Asbestos removal within 4 homes
- Stair railing repairs/replacement within one of the buildings
- Eavestrough repairs/replacement throughout the district
- Initiated the investigation into a major water leak affecting one of the buildings

Ongoing Challenges

Prices of services and materials are inflated. Wait times on certain items remains a challenge.

**Esprit Place Family Resource Centre  
September 2023**

<b>Emergency Shelter Services</b>	<b>September 2023</b>	<b>YTD</b>
Number of women who stayed in shelter this month	13	90
Number of children who stayed in the shelter this month	8	37
Number of hours of direct service to women (shelter and counselling)	250	1,397
Number of days at capacity	7	80
Number of days over capacity	22	58
Overall capacity %	114%	79%
Resident bed nights (women & children)	341	1,951
Phone interactions (crisis/support)	49	244

<b>Transitional Support</b>	<b>September 2023</b>	<b>YTD</b>
Number of women served this month	18	83
Number of NEW women registered in the program	7	20
Number of public ed/groups offered	0	3

<b>Child Witness Program</b>	<b>September 2023</b>	<b>YTD</b>
Number of children/women served this month	28	132
Number of NEW clients (mothers and children) registered in the program	9	40
Number of public ed/groups offered	1	7



## Appendix A

### Ontario Health Team (OHT) partnership category

#### Core signatory

#### Collaborative partner

#### Supportive partner

A health and/or social service provider organization supporting the development of the West Parry Sound Ontario Health Team.

Fully engaged in projects and related committees. Recognizes the provincial expectation that OHTs will be clinically and fiscally responsible for their attributed population.

May engage in specific projects or sit on OHT sub-committees.

OHT resource, providing specialized expertise for community/regional population health projects.

Directly involved in operational decision making.

Provides advice and input to inform OHT decision making.

Receives updates regarding population health projects and overall progress of the OHT.

Signatory on application, and, following approval, other foundational agreements.

Recognized in application as West Parry Sound OHT collaborative partner.

Recognized in application as West Parry Sound OHT supportive partner.

Northeast OHT Regional Collaborative members:

Algoma OHT; Cochrane OHT; Maamwesyung OHT; Temiskaming Area OHT; Nipissing Wellness OHT; Sudbury, Espanola, Manitoulin, Elliot Lake OHT

*West Parry Sound Health and Social Services community/regional partner:*

As part of our latest Ontario Health Team application, the West Parry Sound OHT (in development) is required to submit an updated description that defines the current state of our team's membership.

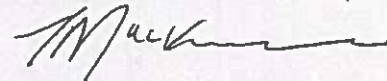
We are thankful to have received your organization's support and endorsement in the past.

On behalf of the West Parry Sound OHT, I ask that you review the partnership continuum diagram above and respond back by providing the information requested below.

By working together, we are improving the health and social resilience of the communities we are collectively privileged to serve. The West Parry Sound OHT is thankful to be your partner.

Name of organization: The District of Parry Sound Social Services Administration Board

Submitted by: Tammy MacKenzie, Chief Administrative Officer



Partnership level:  core signatory

collaborative partner

supportive partner

NE OHT regional collaborative member

To support the West Parry Sound OHT application, please provide a response by Friday 29 September. Send your completed form to Jim Hanna - [jhanna@wpsbc.com](mailto:jhanna@wpsbc.com).

## Canadian Economic Update

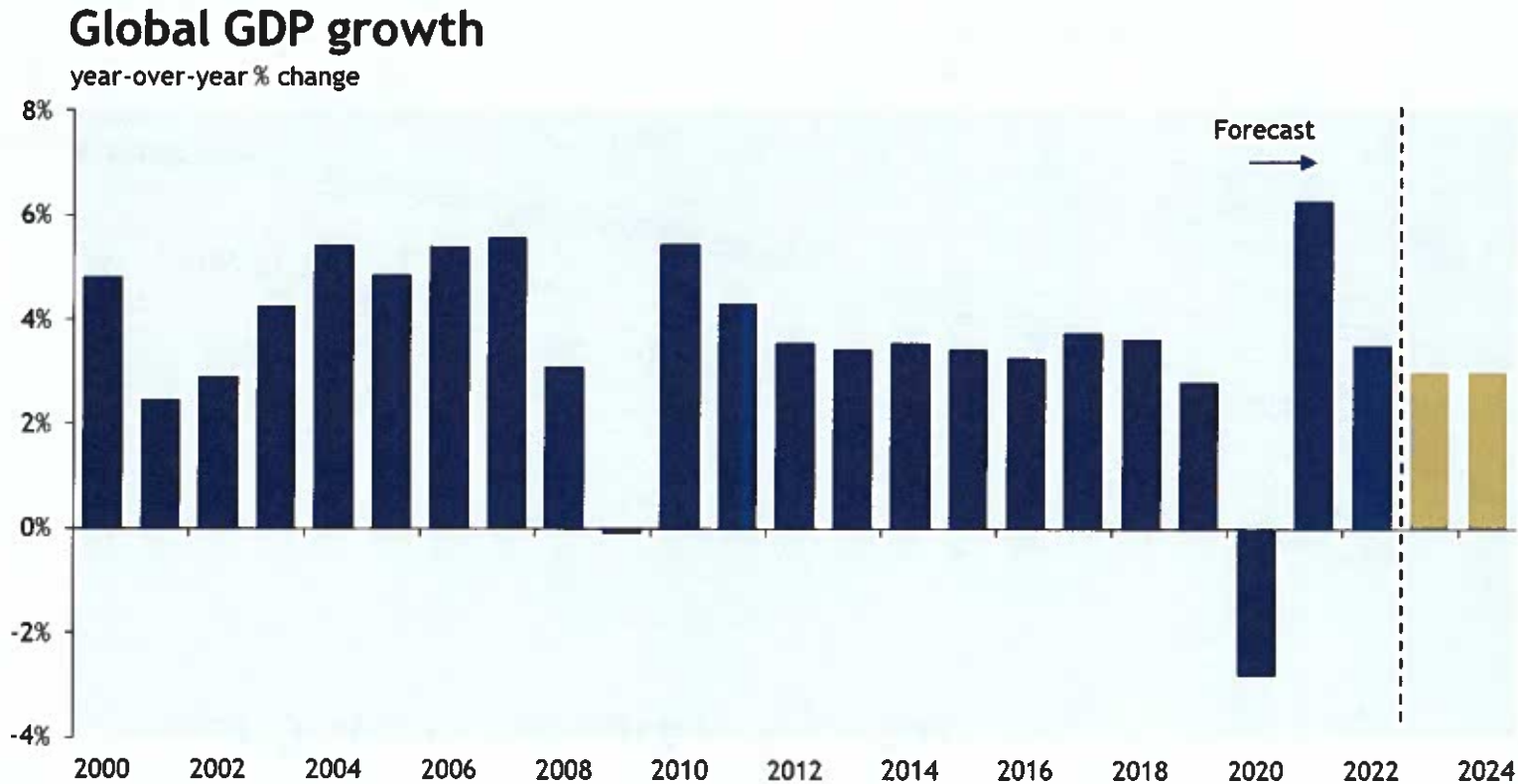
October 2023

Carrie Freestone  
Economist

(416) 974-6930  
carrie.freestone@rbc.com



# Global GDP growth slowing from pandemic highs as momentum fades



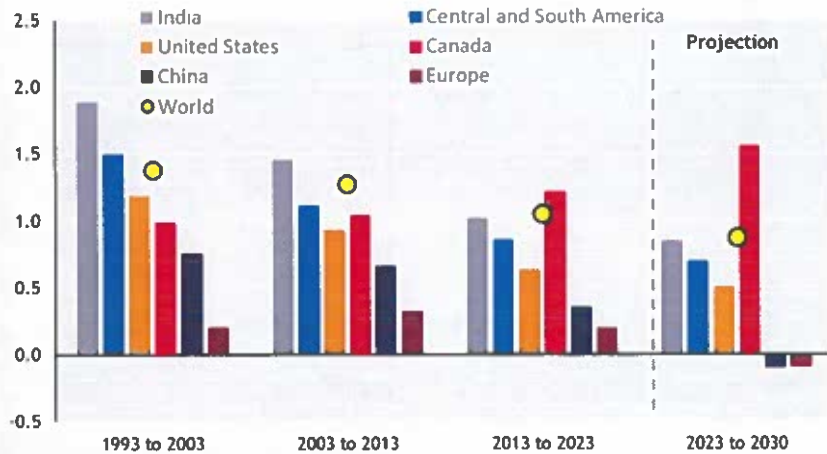
Source: IMF, RBC Economics



# Population growth is distorting real GDP growth - households are worse off than they appear

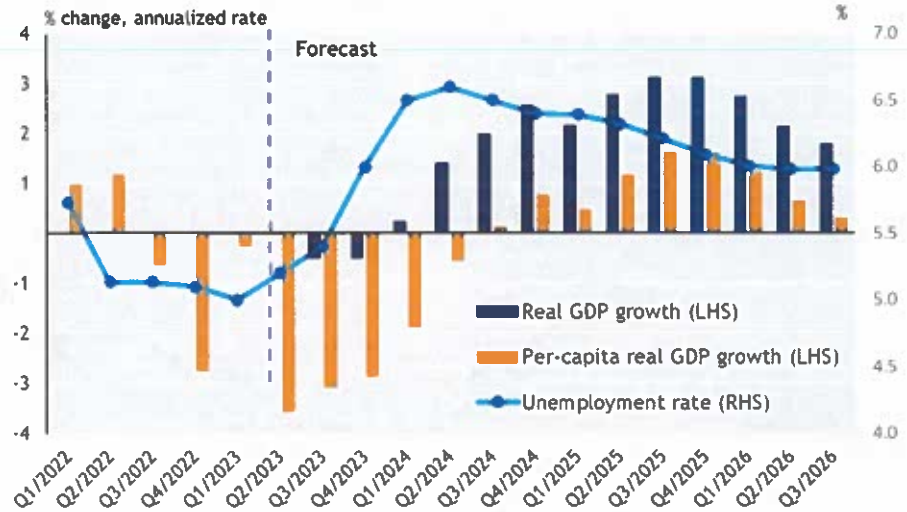
## Population growth slowing (everywhere but Canada)

Average percent change per year



Source: UN population projections (Statistics Canada for Canada), RBC Economics Research

## GDP vs. per-capita GDP growth

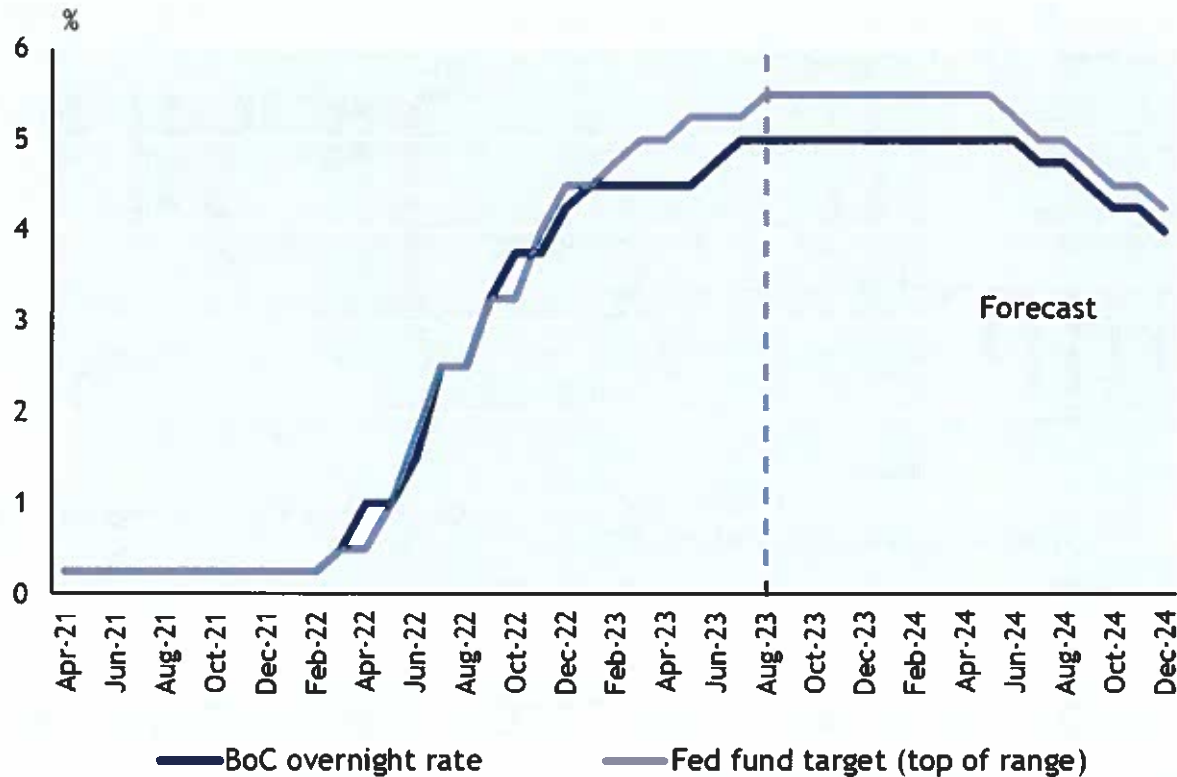


Source: Statistics Canada, RBC Economics



Further BoC and Fed rate hikes now 'data dependent' but would prefer not to hike again unless necessary

Fed and BoC 'hopeful' additional rate hikes not needed



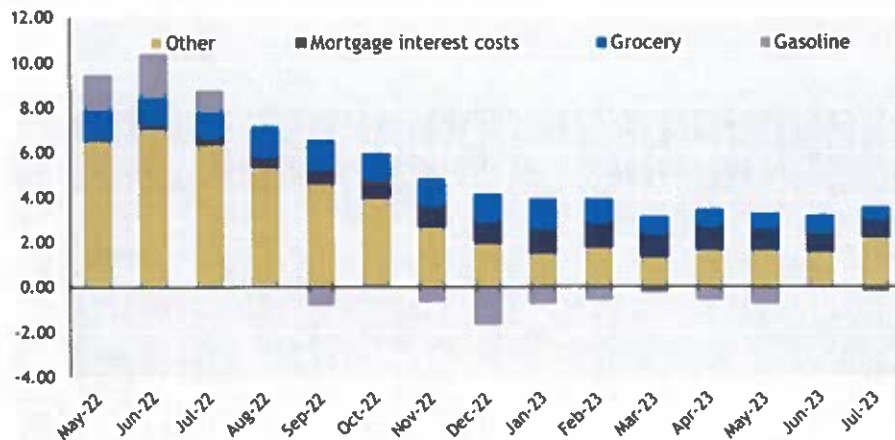
Source: Haver, RBC Economics



# Canadian inflation growth has slowed but 'core' measures still running above target

**Mortgage interest costs surge as grocery price growth slows**

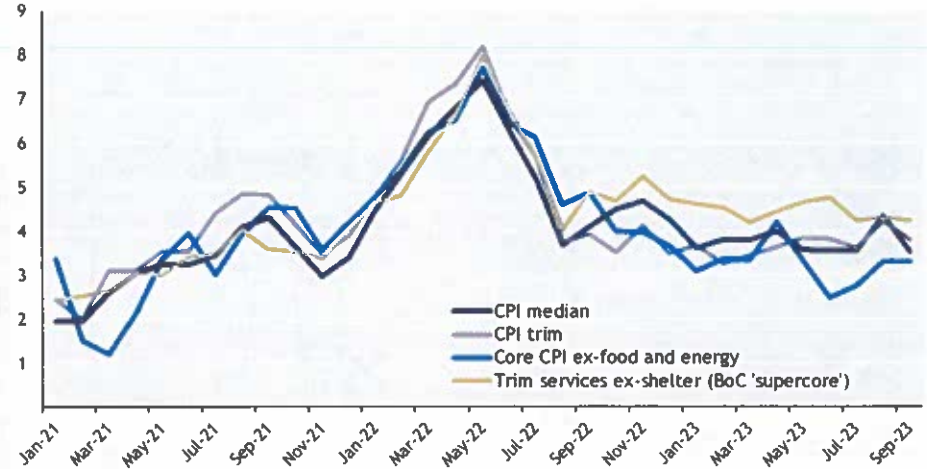
Annualized PPT contribution to 6-month CPI growth, seasonally adjusted



Source: Statistics Canada, RBC Economics

**Central bank's preferred core measures stayed well-above 2%**

%, annualized 3-month growth, seasonally adjusted



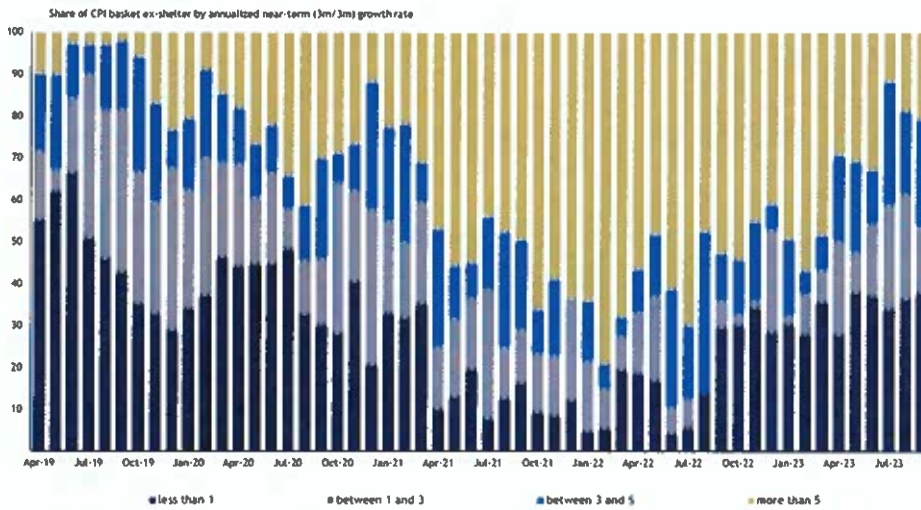
Source: Statistics Canada, RBC Economics

<https://thoughtleadership.rbc.com/rbc-inflation-watch/>



# More signs of softening in U.S. price growth, despite resilient consumer spending

Breadth of inflation pressure still broader than pre-pandemic levels



Source: U.S. Bureau of Labor Statistics, RBC Economics

Fed's 'supercore' bouncing back to 4%-5% range in September



Source: U.S. Bureau of Labor Statistics, RBC Economics

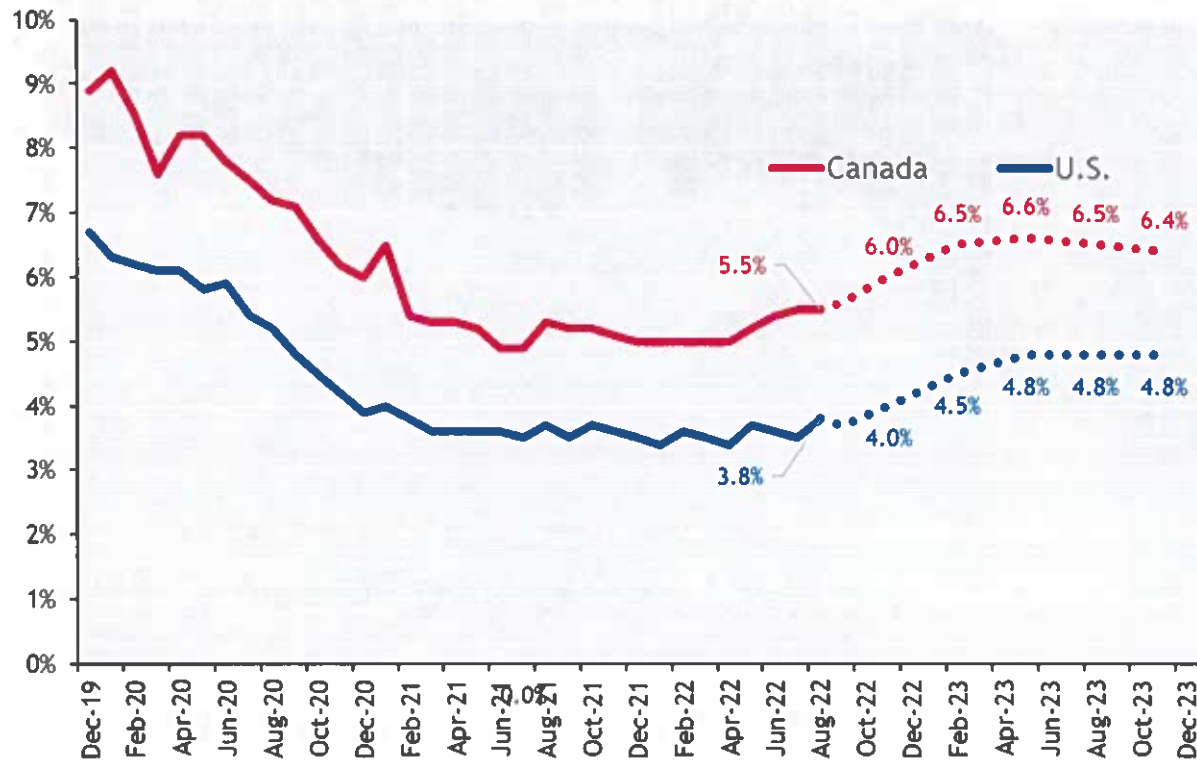
<https://thoughtleadership.rbc.com/rbc-us-inflation-watch/>



# Signs of easing in labour market tightness Canada – long-expected Canadian unemployment rate upswing begins

## Jobless rate to rise from low level

Canadian unemployment rate, percent



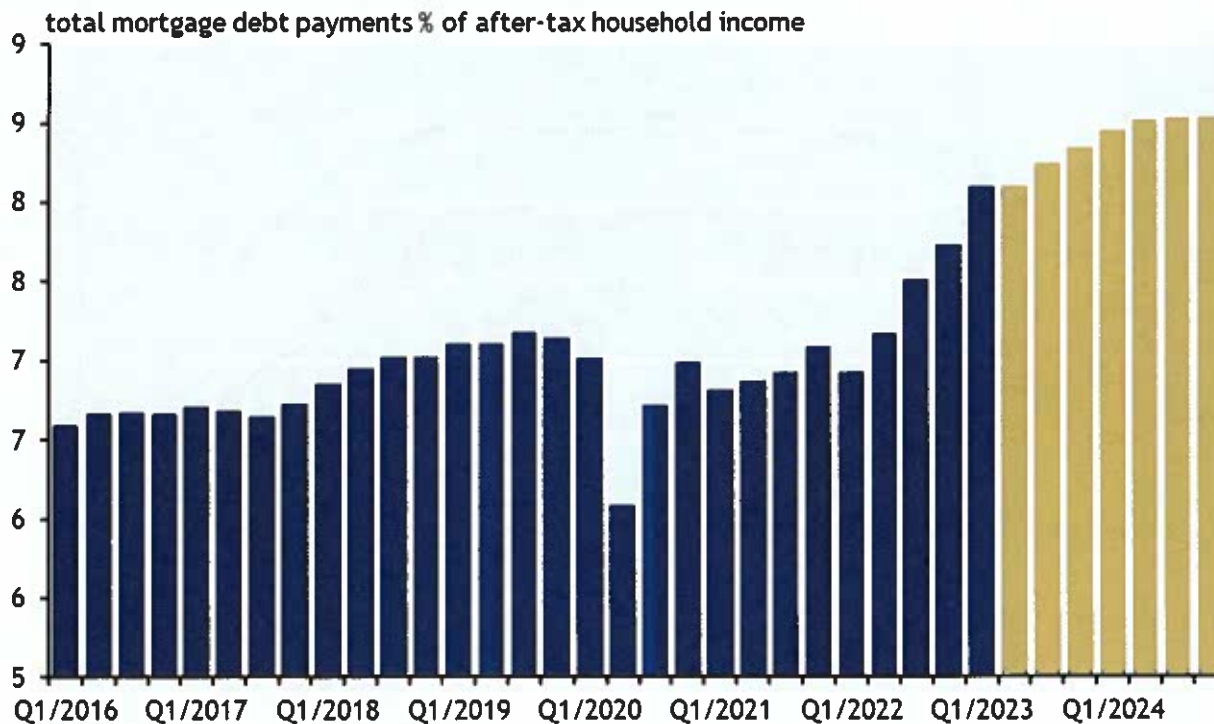
Source: Haver, RBC Economics





## Canadians spending a record share of take-home pay on mortgage payments

### Canada Mortgage Debt Service Ratio

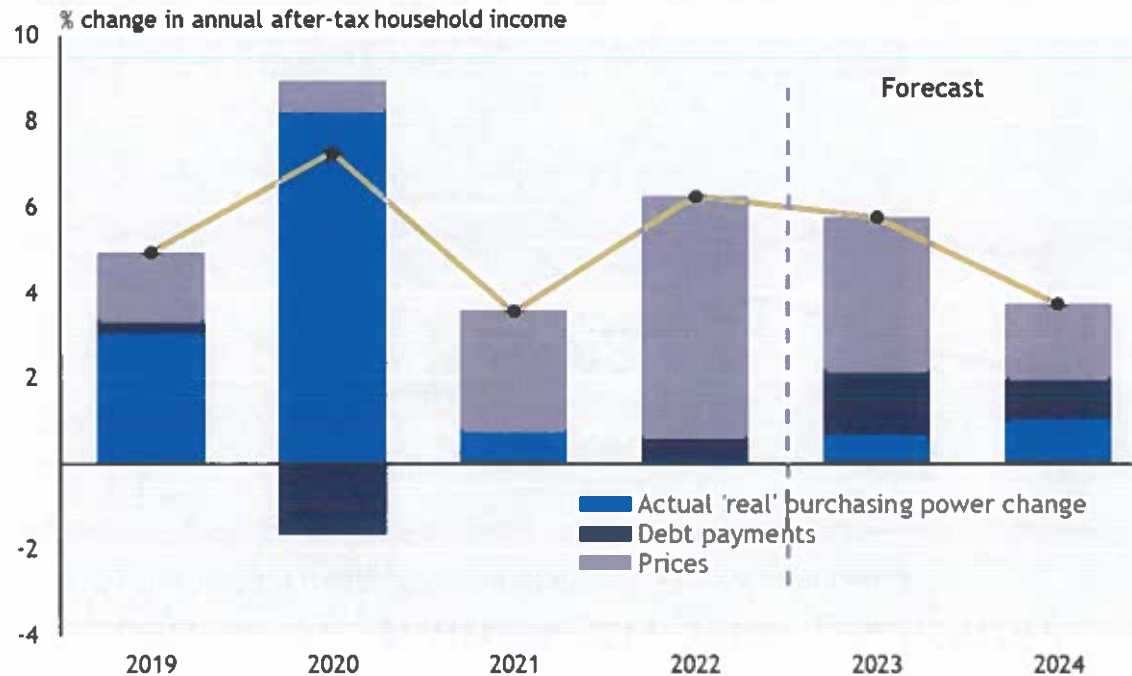


Source: Statistics Canada, RBC Economics Research



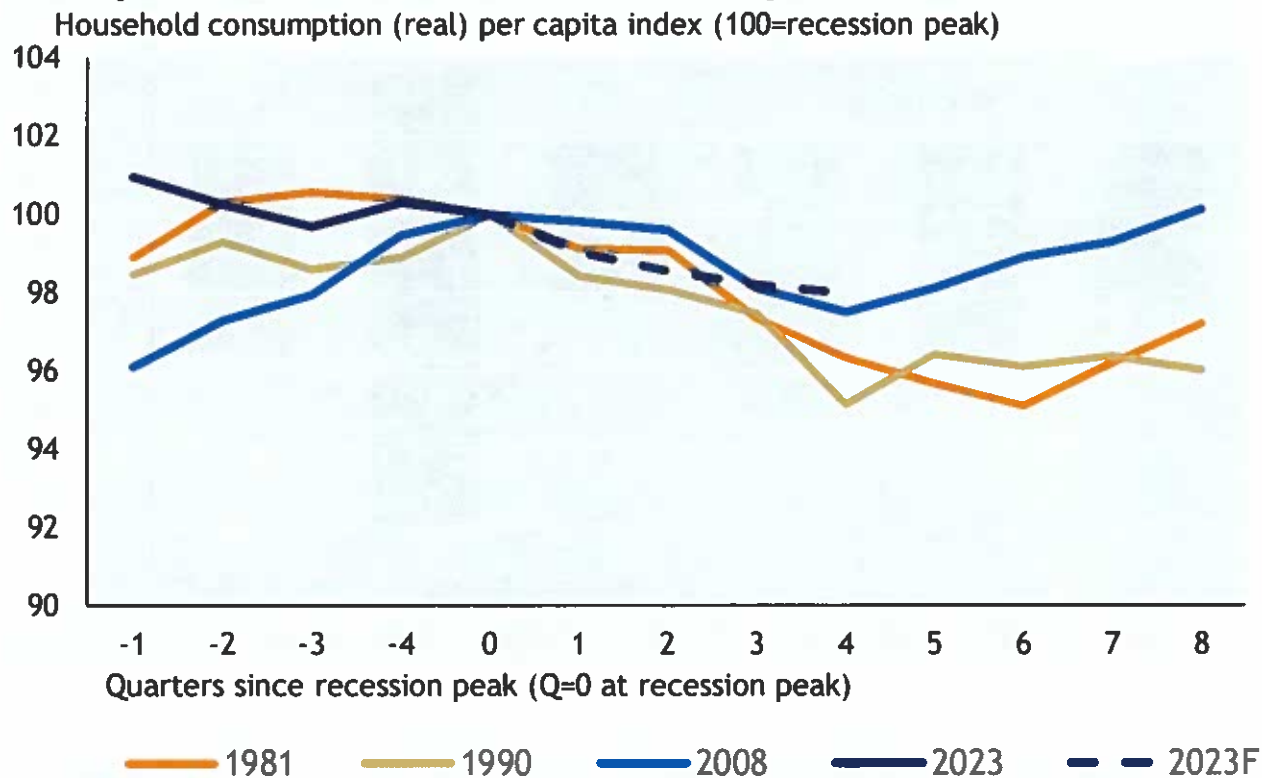
# Higher debt payments and inflation soaking up Canadian household purchasing power

## Debt payments and inflation soaking up household incomes



## Consumption has already flattened on a per capita basis

### Canadian per capita consumption trends expected to be in line with prior recessions



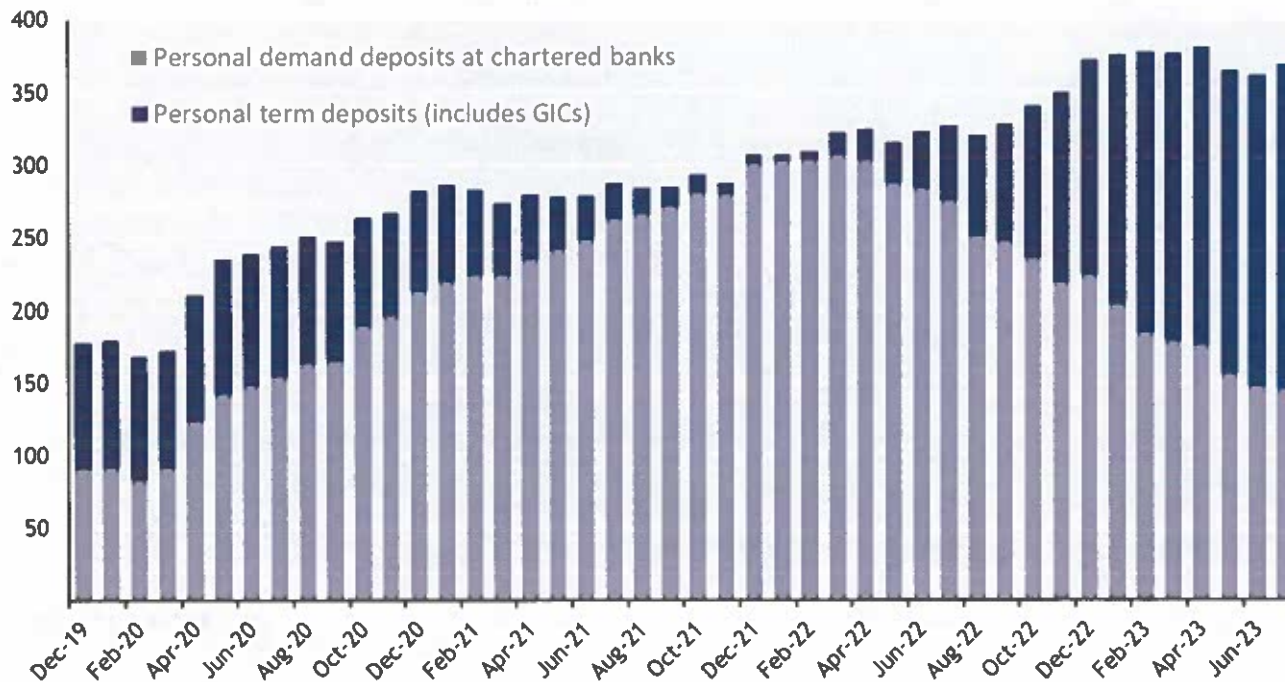
Source: Statistics Canada, RBC Economics



# Cash savings are still high, but shifting to term deposits (less likely to be spent)

## Canadians still sitting on huge cash stockpile vs. pre-pandemic

41- mth change (latest data shows accumulation from Feb-2020 to Jul-2023 in billions)



Source: CBA, RBC Economics Research



# Housing markets bottomed earlier-than-expected in the spring – population growth underpinning demand

**Sales-to-new listings ratio in Canada**

Seasonally adjusted



Source: Canadian Real Estate Association, RBC Economics

**MLS Home Price Index - Canada**

Year-over-year % change in the composite index



Source: Canadian Real Estate Association, RBC Economics



# CAD outlook flattish with BoC and Fed moving (mostly) in tandem

## USD strengthening against the CAD



Source: Bank of Canada, RBC Economics



**For more information please visit:**  
[rbc.com/economics](http://rbc.com/economics)

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Appendix C

**Canadian Mental Health  
Association Ontario Division  
presentation for Ontario Municipal  
Social Service Association  
47 Leaders table**

*October 26<sup>th</sup>, 2023*



Canadian Mental  
Health Association  
Ontario

Association canadienne  
pour la santé mentale  
Ontario



# CMHA Ontario Overview

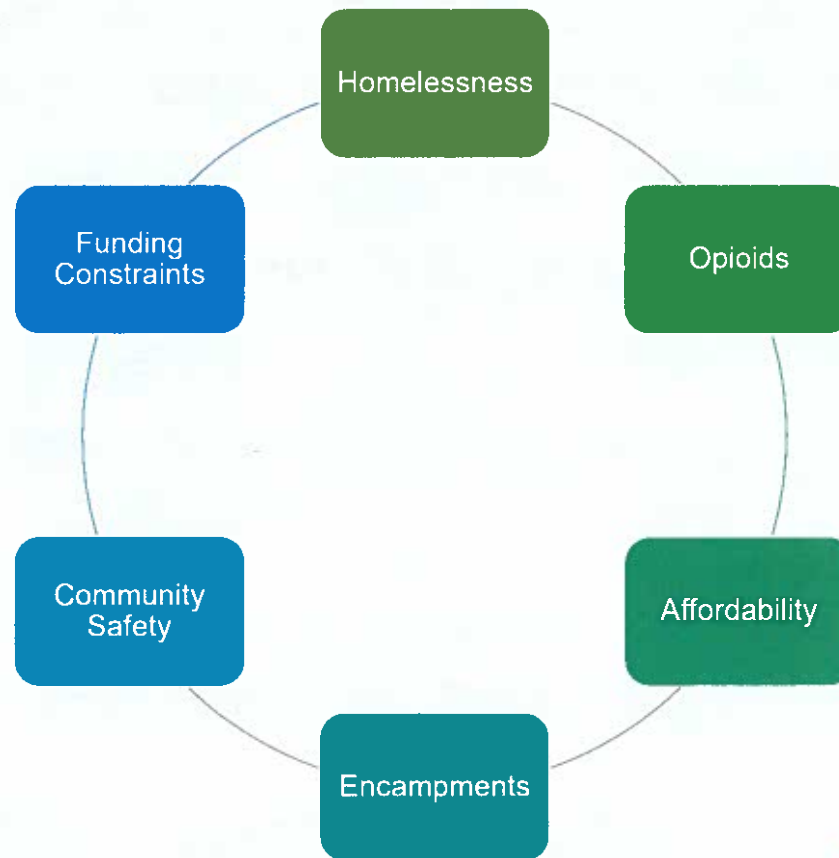
- Founded in 1952 and part of a federated model; partnerships with our colleagues across the country.
- Servant leadership to support 27 CMHA branches across the province.
- Engage with provincial government including reviewing legislation and advocating for better care, treatment and resources.
- Provide support, service and resources to branches to address needs in their local communities.
- Secure funds to support CMHA activities in Ontario.

## CMHA Ontario – Relationships

- Positive relationships with the provincial government enabling us to advocate for our branches and the wider mental health and addictions sector.
- Aligned with Addictions and Mental Health Ontario, Children’s Mental Health Ontario.
- Engages regularly with municipal and social service organizations such as OMSSA, AMO, ROMA, etc.
- Improving mental health and addictions care by fostering collaboration between CMHA branches and Ontario’s service managers/municipalities



# Shared Landscape



Canadian Mental  
Health Association  
Ontario

Association canadienne  
pour la santé mentale  
Ontario

# Shared Landscape

- CMHA branches and municipal partners have reported an increase in mental health and addictions related need in their communities following the COVID-19 pandemic
- Service managers are feeling stretched and the end of social service relief funding during the pandemic will see municipalities having to do more with less
- Budget 2023 saw the community mental health sector receive a 5% base budget increase which was the first increase in a decade



Canadian Mental  
Health Association  
Ontario

Association canadienne  
pour la santé mentale  
Ontario

# Shared Landscape

- CMHA branches serve clients experiencing homelessness by providing rent supplements, supportive housing units and other housing supports.
- CMHA Ontario regularly engages with branches on key policy files: housing, substance use / addictions, justice, and system improvement.
- Supportive housing supply for individuals with mental health and addiction related service needs will be key to ending homelessness which is a shared priority for all levels of government
- Supportive housing will feature in CMHA Ontario's prebudget submission



# CMHA Ontario's Programs



The Excellence through Quality Improvement Project (E-QIP) supports mental health and addiction providers to deliver high quality services within an integrated health system by engaging with system stakeholders and planners to advance MHA priorities through directed quality improvement (QI) and measurement supports. They work with the community-based MHA providers and the broader sector, to develop QI culture and capacity and data and measurement skills to enable informed decision-making, organizational planning, and to guide improvement efforts.



Your Health Space is a free workplace mental health program that provides psychoeducational training to Ontario's health care organizations and was developed to respond to the burnout and moral injury affecting Ontario's health care workforce. The program is funded by the Ministry of Health and aims to support organizations in promoting psychological health and safety practices in health care workplaces. The program consists of self-directed eLearning modules, trainer-led live workshops and microlearning huddles.

The Centre for Innovation in Campus Mental Health (CICMH) is a partnership project involving Colleges Ontario, the Council of Ontario Universities, the Ontario Undergraduate Student Alliance, the College Student Alliance and the Canadian Mental Health Association, Ontario Division. Their goal is to build the knowledge and skills in post-secondary institutions to increase their capacity to address the mental health needs of students while fostering innovation in collaboration and developing strategic partnerships that promote systemic responses in the post-secondary system to address the mental health needs of students.



Canadian Mental  
Health Association  
Ontario

Association canadienne  
pour la santé mentale  
Ontario

# CMHA Ontario's Programs



Evidence-based, peer support for Ontario's firefighters. Resilient Minds provides training to support resilience building for psychological health and safety. Expansion to other first responders on the horizon (e.g., police, paramedics).



Mood Walks is a province-wide initiative that promotes physical activity in nature, or "green exercise," to improve both physical and mental health as a compliment to complex care or alternative support.



With a shared curriculum with BounceBack, Living Life to the Full delivers an eight-week, group-based course based on the principles of Cognitive Behavioural Therapy (CBT) that provides tools to manage life's challenges



Promotes mental health of young athletes, primarily through junior hockey players aged 16-20 and adults who support them. Launched in Ontario and scaled nationally across 50+ branches. Suicide prevention training has been provided to 5,000+ athletes, 800+ adults.



# CMHA Ontario's Programs

A reliable partner for the Ontario Public Service, companies, and organizations, Mental Health Works partners to strengthen psychologically healthy and safe workplaces through workshops that promote awareness building, stigma reduction, and collaboration.



Through the Farmer Wellness Initiative, farmers across Ontario and members of their household have access to free counselling sessions with a mental health professional. Accessible 24/7/365: 1-866-267-6255.



In the Know is a mental health literacy program developed at the Ontario Veterinary College (University of Guelph) created specifically to educate the agricultural community on mental health care.



The Guardian Network is an award-winning volunteer suicide prevention network model. Volunteer 'Guardians' are equipped with strategies and tools to identify the signs of mental distress, react to farmers at-risk, and connect individuals with appropriate mental health and crisis resources.





# CMHA Branches in Ontario



## CMHA Branches

- Over 5,000 CMHA staff (PT/FT) & 2,000 volunteers across 27 branches in Ontario.
- CMHA branches in Ontario vary – both in terms of size and populations served.
- Branches identify the mental health needs of their community and set priorities for provision of services, resources and programs.
- Branches tailor their programming to suit their local populations, with specialized programs and services in areas such as seniors, youth, homelessness/housing and addiction treatment.



# Branch Profiles

- Branches frequently partner with local municipalities to deliver services.
- Partnerships between service providers like branches and local government mean that social service and mental health and addictions support can be integrated.
- Enables “no wrong door” approach.



# CMHA Thames Valley Crisis Centre

- Launched in 2018 with support from community partners including City of London.
- For individuals 16+ experiencing a mental health crisis.
- 24/7 walk-in offering crisis assessment and counselling as well as connection to other services such as housing support.
- Crisis stabilization space on site offering 10 beds for individuals in crisis (up to three-day stay).
- 3,415 total visits in 2022/23



# CMHA Thames Valley Crisis Centre

- Middlesex-London Paramedic Service implemented a mental health and addiction alternative destination pilot project to allow paramedics to transport low-acuity mental health and addictions patients directly to facilities like the crisis centre.
- The program is now permanent and has demonstrated success in achieving the patient care model objectives.
- Patient safety, reduction in ED presentations, reduction in ambulance offload time delay, and timely access to appropriate care.
- 1,248 ambulance referrals between 2020 and 2022.
- 81% ED diversion rate.



# CMHA Algoma

- District of Sault Ste. Marie Social Services Administration Board recent opening of a 44-bed shelter with an integrated community resource centre.
  - 22 low-barrier shelter beds and 22 transitional beds.
  - Community Resource Centre (CRC) houses a variety of partner agencies where clients can receive counselling and connection to other programs such as OW and ODSP
- 15 CMHA Algoma is providing peer workers at CRC



Canadian Mental  
Health Association  
Ontario

Association canadienne  
pour la santé mentale  
Ontario

# Thank you. Questions?

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Joe Kim

Chief Operating Officer

CMHA Ontario

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Health Association  
Ontario

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pour la santé mentale  
Ontario

# knowing numbers

## Principal Investigators

Dr. Emis Akbari, Ph.D.  
Kerry McCuaig

## Partnership Liaison

Michelle Schurter

## Project Coordinator

Stacey Mudie

## Data Analyst and Data Coordinator

Petr Varmuza and Sophia Akbari

# connaître chiffres

Appendix D







### What We Do

By supporting, connecting, and advocating for our members across Ontario, we help them to achieve their collective mission of delivering the best human services outcomes for Ontario's communities.

**This includes critical services that Ontarians rely on every day:**

- Employment and income supports
- Housing services
- Homelessness services and prevention
- Child care, children's and early years services

knowing  
numbers

connaître  
chiffres

### What is Knowing Our Numbers

A province-wide data collection tool developed with the support of 43 of 47 service system managers to support connecting, sharing of best practices, and supporting evidence-based decisions in policy development to support regions to achieve their collective mission of delivering the best human services outcomes for Ontario's communities.



connaître  
chiffres  
knowing  
numbers



Regions that have signed on with KON so far

- Chatham-Kent
- Simcoe
- Toronto
- Kawartha Lakes
- St. Thomas
- Bruce County
- Lambton
- Waterloo
- Durham
- Muskoka
- Wellington
- Sudbury
- Nipissing
- Northumberland
- United Counties of Leeds and Grenville
- Cornwall
- County of Lennox and Addington
- Hastings
- Norfolk
- Niagara
- Brantford
- Timiskaming
- Dufferin
- Parry Sound
- Thunder Bay
- Huron
- Renfrew
- Cochrane
- Manitoulin-Sudbury
- York
- Ottawa
- York
- Halton
- Lanark
- Oxford
- Prescott and Russell
- Windsor
- Kingston
- Algoma
- Peel
- Grey
- Sault Ste Marie
- Rainy River

# Knowing Our Numbers / Connaitre Nos Chiffres



Knowing Our Knowing unites CMSMs/DSSABs and was grass-roots driven. Initiated and built by your members - speaks to OMSSA's commitment to services continuously improved through innovation, partnership, and collaboration.



It captures how the ECE workforce and services meet the different needs of Ontario's unique communities (Focus groups and regional reports capture the local nuances).



A long-term data system built with Knowing Our Knowing supports local government ability to track and report on services with transparency, quality assurance, and strong outcomes.



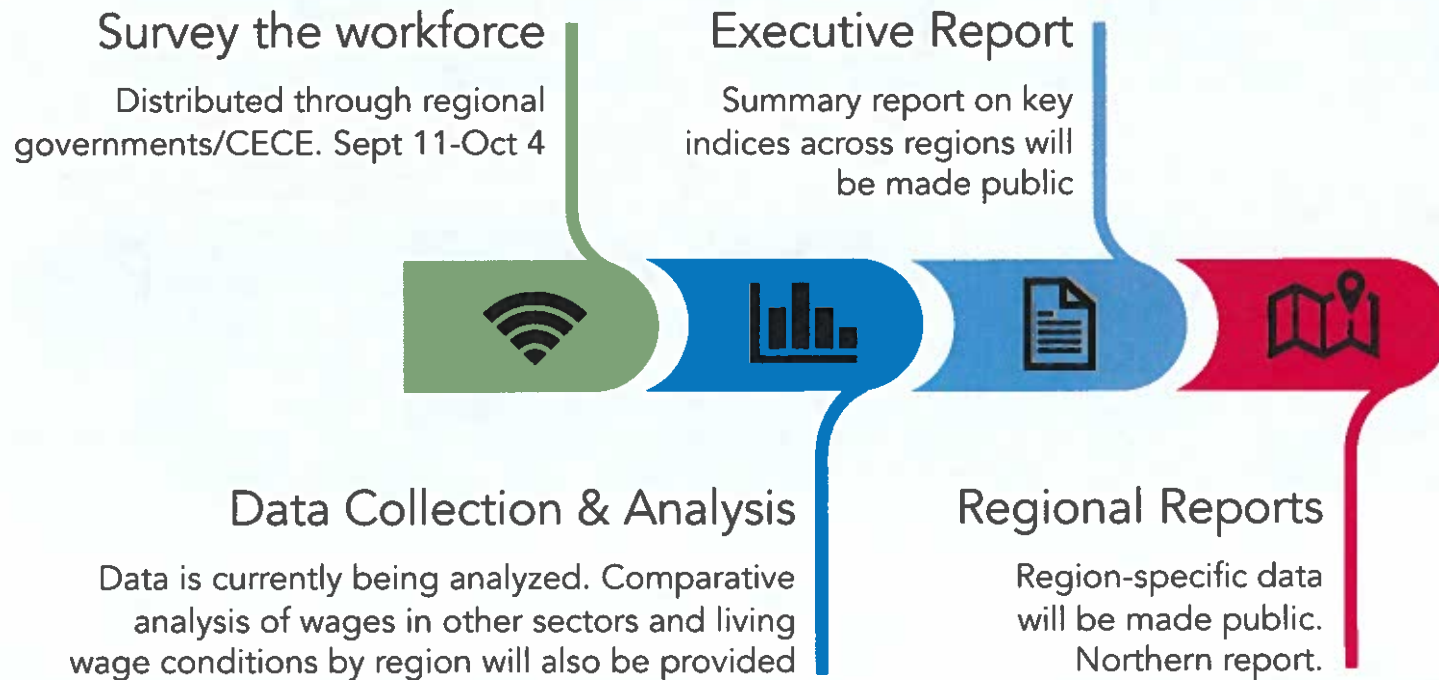
As the CMSMs/DSSABs work to implement CWELCC, **Knowing Our Numbers** and this type of data system is critical at a local level - more-so than any other province, because that is how ELCC is delivered in Ontario.

We need local data **AND** a provincial snapshot to share best practices and advance the ELCC Workforce - otherwise CWELCC is at risk for failure.

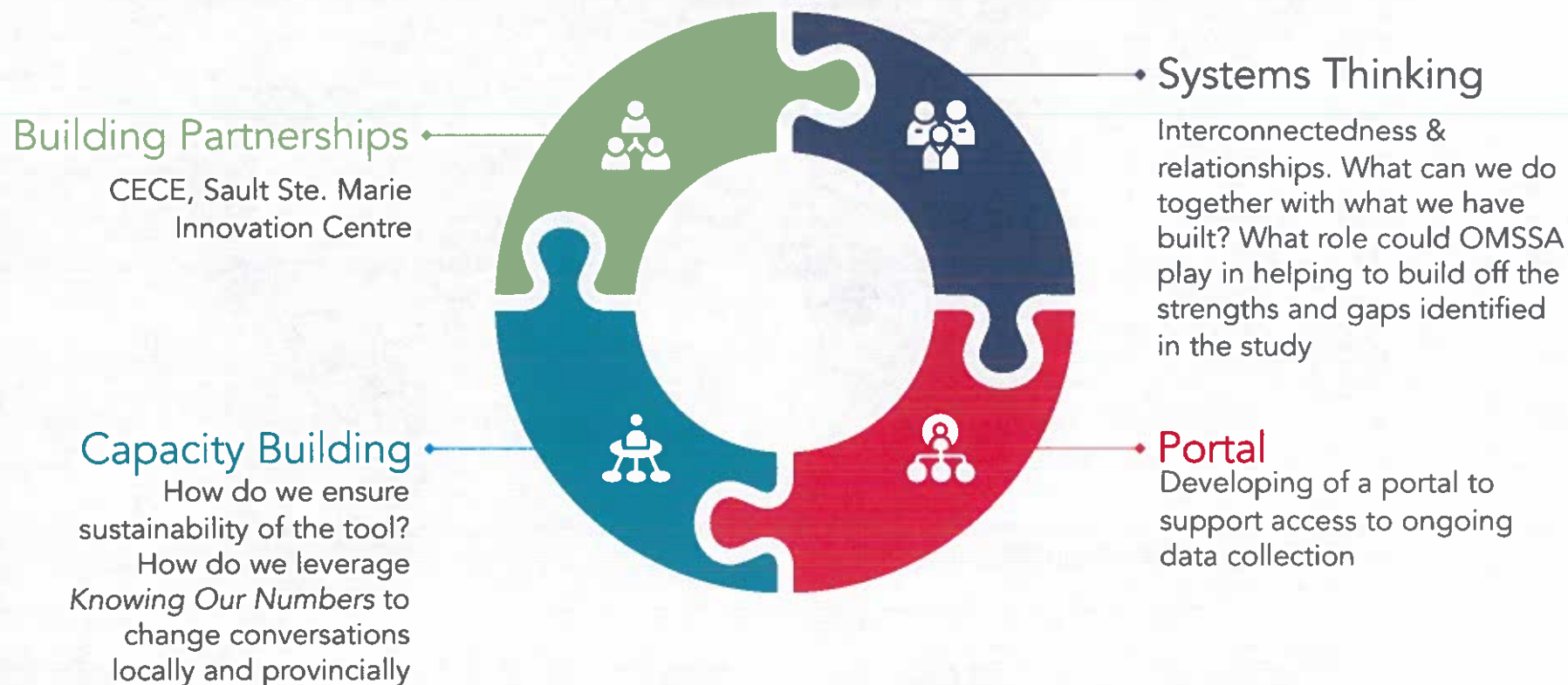
KON has the potential to become a province-wide data program, which supports service system management at the local level.

The foundation has been built - now the opportunity is to build long-term investments around it.

# Phase I and II



# Phase III: Next Steps



THANK

YOU

[emis.abkari@utoronto.ca](mailto:emis.abkari@utoronto.ca)

[michelle@millennialstrategist.com](mailto:michelle@millennialstrategist.com)





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

**Minutes:** November 2, 2023, 10:00 am via Zoom in the Town of Kearney

**Present:** Rod Ward (Chair), Delynne Patterson, Margaret Ann MacPhail, Brad Kneller, Chris Hope, Fraser Williamson (Vice Chair), Vicky Roeder-Martin, Kelly Morissette (Secretary), Tim Bryson, Tom Bryson, Norm Hofstetter

**Regrets:** Jim Ronholm, Cheryl Philip, Rebecca Paul, Camille Barr

**Guest:** Cheryl Harrison (MAHC), Isabel Pereira

Called to order at 10:00 am by Chair R. Ward

1. 2023-26 Moved by N. Hofstetter - Seconded by B. Kneller  
**THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council adopt the minutes from the regular meeting of October 5, 2023 as circulated. Carried.

2. **DECLARATION OF PECUNIARY OF INTEREST:** None

3. **DELEGATIONS:** None

4. **RESOLUTIONS PASSED:** None

5. **ITEMS FOR DISCUSSION:**

**a) Health Care Services in the Town of Kearney**

C. Phillip was unable to make it to the meeting, therefore this will be discussed at a later date.

R. Ward provided updates on the Burk's Falls Family Health Team regarding the 4.5 physicians allotment and if they were to lose a doctor the reality of trying to replace.5 of a physician. R. Ward contacted MPP Graydon Smith regarding this issue. He also spoke to the fact that McMurrich/Monteith and Kearney are not part of the Burk's Falls Family Health Team catchment, or any.

V. Roeder-Martin shared that Sara Bissonette wrote a story in 2016 regarding the lack of medical resources for the McMurrich/Monteith community and has since reached out to her again looking to write another store about it.



**b) Update on “Local Share”**

The upcoming local share meeting has been cancelled as there are no updates. R. Ward shared the hospital build will not start until approx. 2029.

Discussion occurred around a by-law being put in place that when new councils are appointed the local share project can't be cancelled or stopped. This is not something that can occur. The hope is that new councils will see the value and the need for this project to continue.

N. Hofstetter would like to see all municipalities have a resolution for this project.

**c) Follow up on Lab Closure**

R. Ward provided an update on the issue. He met with C. Harrison from MAHC and shared the letter she wrote back to him indicating that there are no plans to close the lab that is related to resources/staffing issues. C. Harrison said that since covid it has been hard to have stabilization in staffing.

C. Hope stated that he has noticed there hasn't been as many closures over the last few weeks over which is great to see. He shared that some mornings there are line ups out the door and cars parked waiting for the lab to open at 8:00am.

**Progress Report:** Not provided this meeting

**d) Other Business**

C. Hope updated that the new dentist signed the lease and should be announcing soon when she will be opening. He stated that this will be good to have in the area as there hasn't been a dentist in Burk's Falls for many years.

C. Hope spoke regarding the community bus and that having one that would service all the surrounding municipalities would be ideal. C. Hope mentioned that when the bus was previously running it was on volunteer basis but there needs to be better compensation for the drivers.

T. Bryson shared that Paramed reached out regarding renting a space in Sundridge.

Tim Bryson commented that all municipalities should look to an investment fund where we could pool resources and earn some additional interest over the 12 years for the Local Share. This idea has been discussed before and will be pursued.

C. Harrison shared that within the next two years Home Community Care Services will come under the MAHC umbrella instead of being separate. There is a challenge currently with staffing numbers due to not paid for their travel.

2023-27 Moved by F. Williamson - Seconded by T. Bryson

**THEREFORE, BE IT RESOLVED THAT** the Almaguin Highlands Health Council adjourn at 11:00 am to meet again on December 7, 2023, at 10:00 am TBD, but most likely at the Almaguin Highlands Health Centre. Carried.



**705-382-2900**  
**[www.almaguin-health.org](http://www.almaguin-health.org)**

**Minutes:** Special Meeting- November 24, 2023, 1:00 pm via Zoom and at the Almaguin Highlands Health Centre

Present: Rod Ward (Chair), Delynne Patterson, Margaret Ann MacPhail, Brad Kneller, Chris Hope, Fraser Williamson (Vice Chair), Vicky Roeder-Martin, Tom Bryson, Norm Hofstetter, Jim Ronholm, Jill Sharer, Camille Barr (Secretary)

Regrets: Cheryl Philip

Called to order at 1:01pm by Chair R. Ward

**1. ITEMS FOR DISCUSSION:**

**a) Need to replace X-ray equipment at the Almaguin Highlands Health Centre**

MAHC recently informed that the current x-ray equipment at the Almaguin Highlands Health Centre is in need of replacement. They provided to the Village of Burk's Falls and Chair R. Ward information on life expectancy, and the proposed cost for replacement, estimated at \$800,000 to one million dollars. At this meeting who was to pay for the equipment was tabled with the foundation willing to fundraise. MAHC asked that a decision regarding when this was to take place would be received for December.

Since the initial meeting R. Ward followed up with VP Diane George and Foundation CEO Kathrine Craine of MAHC. They shared that in further assessment, with parts available the machine could continue to operate for another 2-3 years. However, there is concern it could go down. So contingency plans like a portable were discussed as possible options. It was also confirmed the Foundation would raise all the funds for the replacement machine and the renovations associated with its replacement.

**b) Feasibility of new community health hub for Almaguin Highlands**

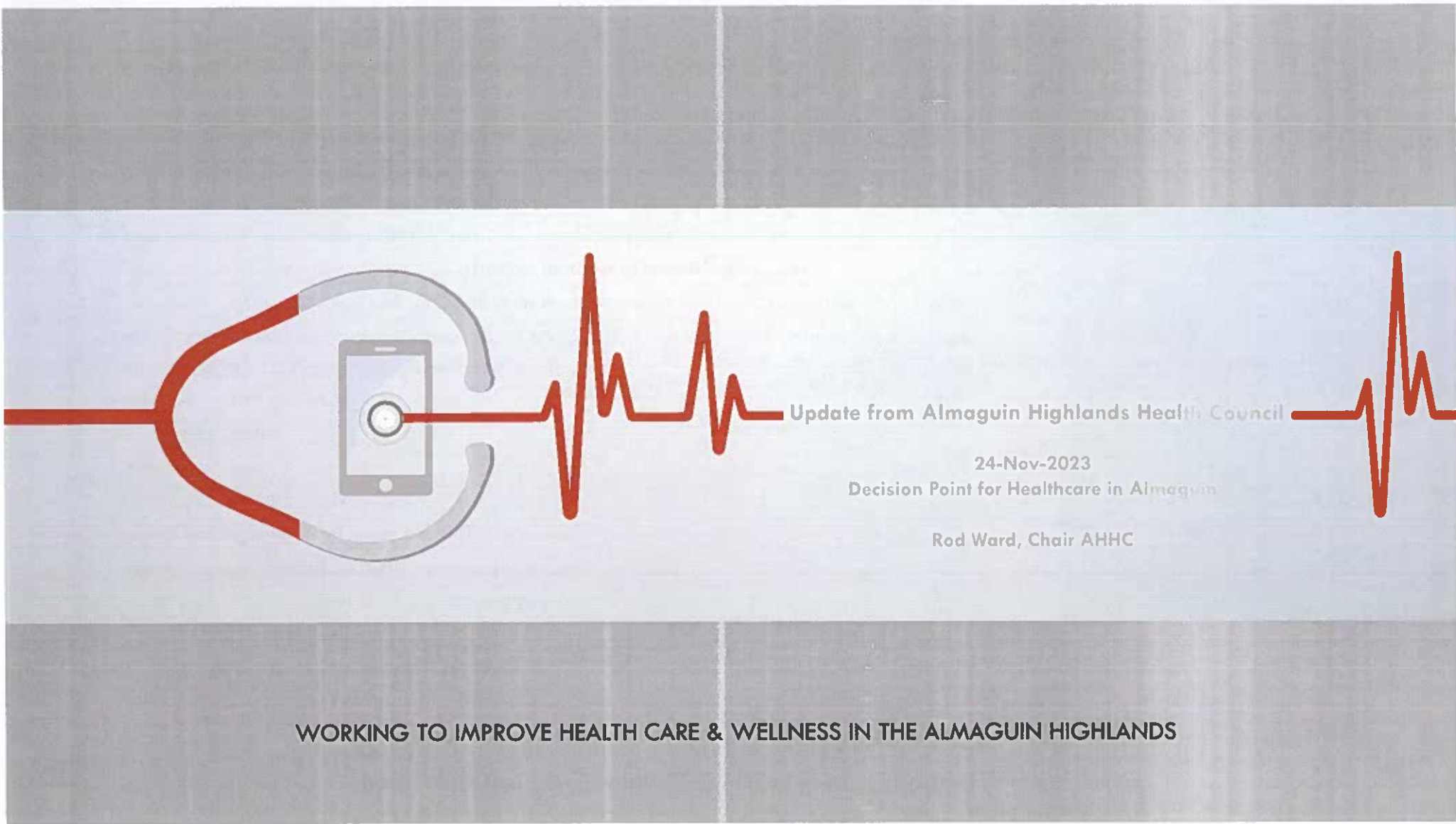
In a recent meeting of the AHHC, Chair R. Ward spoke of the potential for a new built for purpose health centre in Almaguin. In the recent weeks it has become apparent this could be a possible reality with the investor keenly interested. With MAHC recently saying they will raise the funds for the x-ray machine the question has come to the table: Does MAHC invest in the machine replacement in the current Burk's Falls facility or put the fundraising efforts towards the new build in Almaguin (Armour).

Lots of dialogue occurred between members of council receiving clarity and seeking more information. No decision was made. The information received in the presentation must be reviewed by the municipal councils. Additionally, if municipalities are being asked to financially support a new build, an outline of the expectation would need to be received before a decision could be made. More information to follow.

2023-28 Moved by D. Patterson - Seconded by T. Bryson

**THEREFORE, BE IT RESOLVED THAT** the Almaguin Highlands Health Council adjourn at 2:45pm to meet again on December 7, 2023, at 10:00 am at the Almaguin Highlands Health Centre boardroom. Carried.

\*Please review slide presentation dated November 24, 2023.



Update from Almaguin Highlands Health Council

24-Nov-2023

Decision Point for Healthcare in Almaguin

Rod Ward, Chair AHHC

WORKING TO IMPROVE HEALTH CARE & WELLNESS IN THE ALMAGUIN HIGHLANDS

## ALMAGUIN HIGHLANDS HEALTH COUNCIL MUNICIPAL MEMBERS & PARTNER COLLABORATORS



- **TOWNSHIP OF ARMOUR – ROD WARD, CHAIR**
- **VILLAGE OF SUNDRIDGE – FRASER WILLIAMSON, VICE-CHAIR**
- **TOWN OF KEARNEY – CHERYL PHILIP**
- **TOWNSHIP OF MCMURRICH/MONTEITH – VICKY ROEDER-MARTIN**
- **TOWNSHIP OF PERRY – NORM HOFSTETTER, MARGARET ANN MACPHAIL**
- **MUNICIPALITY OF MAGNETAWAN – BRAD KNELLER**
- **MUNICIPALITY OF STRONG – JIM RONHOLM**
- **VILLAGE OF BURK'S FALLS – CHRIS HOPE**
- **TOWNSHIP OF RYERSON – DELYNNE PATTERSON**
- **TOWNSHIP OF JOLY – TOM BRYSON**
- **ALMAGUIN HIGHLANDS HEALTH CENTRE ADMINISTRATOR: CAMILLE BARR**
- **HEALTHCARE PROVIDER REPRESENTATION – REBECCA PAUL, EXEC DIRECTOR, BURK'S FALLS FAMILY HEALTH TEAM**
- **HEALTHCARE PROVIDER REPRESENTATION – DR. SARAH MACKINNON, SUNDRIDGE & DISTRICT MEDICAL CENTRE**
- **ECONOMIC DEVELOPMENT – COURTNEY METCALF, ALMAGUIN COMMUNITY & ECONOMIC DEVELOPMENT**
- **MAHC HOSPITAL REPRESENTATION – CHERYL HARRISON, CEO, MUSKOKA ALGONQUIN HEALTH CARE**
- **MAHC HOSPITAL REPRESENTATION – MOREEN MILLER, CHAIR, MUSKOKA ALGONQUIN HEALTH CARE BOARD**
- **HEALTHCARE RECRUITMENT – SUSAN KEAST, RECRUITER, MUSKOKA AND AREA ONTARIO HEALTH TEAM**
- **ALMAGUIN COMMUNITY REPRESENTATION – ISABEL PEREIRA**
  
- **MANY OF OUR MEMBERS ALSO WORK WITH OTHER HEALTH ORGANIZATIONS AND COMMITTEES TO ENSURE THE REGION REMAINS COVERED AND ALWAYS CONSULTED.**



THREE RECENT HEALTHCARE-RELATED EVENTS HAVE OCCURRED WHICH PRESENT THE ALMAGUIN HIGHLANDS WITH A UNIQUE OPPORTUNITY...

Item 1

MAHC recently informed us that the x-ray equipment at the Burk's Falls location on Huston Street is end-of-life and requires replacement...

Item 2

Through investigations and discussions over the past year, it has become feasible to pursue the build of a new purpose-built health and wellness building for the Almaguin Highlands...

Item 3

New MAHC hospital build is a 'go'. AHHC has been instrumental in efforts to meet the requirements for Local Share funding for the new hospital build at MAHC...

Item 1

MAHC has recently informed us that the x-ray equipment at the Burk's Falls location on Huston Street is end-of-life and requires replacement...



## Background and potential impacts

1. Estimated cost to replace aging x-ray equipment and retrofit space at 150 Huston is between \$900-k and \$1-m...
2. X-ray services would be unavailable in Burk's Falls during construction / de-commissioning...
3. Huntsville Hospital Foundation has agreed to lead the campaign to raise the funds in response to AHHC stepping up for the Local Share...
4. The current x-ray equipment could last for a few more years...or months...or days...it is well past end-of-life...
5. MAHC would require a change to the current contract with the Village of Burk's Falls to indicate that MAHC owns the new equipment...
6. MAHC has followed up further with x-ray equipment vendor and vendor has stated they feel they have enough spare parts to keep the equipment functional for 2-3 more years, if needed...not ideal, but feasible...

For RFP, planning, and budget reasons, MAHC needs an answer before the end of 2023 if this were to be added to project list for 2024...

Item 2

Through investigations and discussions over the past year, it has become feasible to pursue the build of a new purpose-built health and wellness building for the Almaguin Highlands...



Background and potential impacts

1. Property owner on Commercial Drive (Armour Township) has offered to build and fund purpose-built 16,000 sq ft health and wellness building...
2. Building would be leased to healthcare, social-service and community-service providers (to be determined)...
3. Owner would manage building, with healthcare and community-service providers determining required tenancy and coordinating healthcare needs...
4. Additional equipment and speciality facility needs (beyond the 'base build') would also be required...
5. Offer from Huntsville Hospital Foundation to raise equipment funds (i.e. \$1-m) stands (similar to current x-ray offer)...
6. Further grants from various levels of government have been investigated...preliminary - unknown level of support at this time...
7. Municipal involvement will be required from an on-going support point-of-view (to be determined)...

Do we direct fund-raising toward current health care building (i.e. x-ray) or to a new build?





Item 3

New MAHC hospital build is a 'go'. AHHC has been instrumental in efforts to meet the requirements for Local Share funding for the new hospital build at MAHC...



**Background and potential impacts**

1. As direct result of the Almaguin Highlands stepping up to support the new MAHC build, there is now focus on ensuring the region is part of the overall healthcare eco-system...
2. This has created opportunity to receive fund-raising directly from the Huntsville Hospital Foundation...
3. Had the Almaguin Highlands not stepped up for Local Share, it is highly likely that the expectation would have been that Burk's Falls and area cover any costs associated with new x-ray equipment...or lose the service...
4. Time for Almaguin Highlands to work with MAHC and Foundation is now...there is momentum...

The issue and urgency around existing x-ray has forced the urgency on determining if a new Health & Wellness Centre build for the Almaguin Highlands is viable and needed.

## POTENTIAL RISKS & MITIGATIONS

Question or Item	Risk	Potential Impact	Current Status	Potential Mitigation
If we don't replace existing x-ray equipment in Burk's Falls, what is the risk?	Current x-ray could expire at any time, meaning potential loss of service in Burk's Falls.	Burk's Falls location currently does ~ 165 x-rays per month (open 3 days per week) – users would need to go to Huntsville if service not available in Burk's Falls.	Still functioning; MAHC has offered to replace at total cost of ~\$1-m (note that x-ray services would still be lost during construction).	MAHC has followed up and vendor has reported they can set aside enough parts to last 2-3 more years, if needed. MAHC also has portable / mobile x-ray capability which may be another option.
Does healthcare investment of \$1-m in older building (1949) make sense if there's potential new build, regardless of who provides funding?	We could defer replacement of existing equipment and not be able to complete new build.	X-ray services in Burk's Falls could be lost within the next 2-3 years.	Hospital Foundation has offered to cover cost; alternatively, they have offered to cover \$1-m in equipment costs for new build. They anticipate that \$1-m in new build would potentially 'go further' as it wouldn't include retrofit.	Confirm moving forward with new build. Confirm mitigation for "back-up" x-ray services if required (above) in meantime.
What is likelihood that offer to provide land and building for a new build will ever occur again in future anywhere in Almaguin Highlands?	High risk that this opportunity would not arise again in future.	Loss of generous offer to build in ideal location which could serve entire Almaguin Highlands for many years.	Property owner 100% committed and ready to move forward, assuming some outside funding available.	Move forward with full cost estimates; apply for government grants; create Healthcare and Community Working Group to determine services needed.
What is likelihood that Hospital Foundation could raise money for <u>both</u> new x-ray in current building and equipment for new build?	Risk that investment in x-ray at current location would limit future fund-raising for any equipment in new build.	Reduced outside funding (i.e. Foundation) available for potential new build. Potential to make new build less tenable / feasible.	Huntsville Hospital Foundation has offered to run campaign to raise \$1-m, whether to replace current x-ray or support new build.	Make a call on either sticking with the 'known' and investing the \$1-m in current x-ray, or pushing forward with a new build and investing the money there instead. Or a combination of both.
If we go with new build, what happens to old building? Do we 'split' services between the two or focus healthcare in one building?	Loss of tenants / rent in current building for Village of Burk's Falls.	Impact to the Village of Burk's Falls in terms of building asset if healthcare services move.	MAHC has x-ray and lab services (part-time) in building but does not pay rent. BFFHT and physicians located in building. Building currently operates at loss.	Offers potential opportunity to repurpose the building.

# QUESTIONS STILL TO BE ANSWERED...POTENTIAL NEW HEALTH & WELLNESS CENTRE BUILD

Outstanding Question	What We Do and Don't Know
What is the estimated cost of a potential new health and wellness building?	No detailed costing has been done, but the high-level estimate is between \$4-m and \$6-m. Detailed costing is underway. Anticipation is that government grants will be available and hospital foundation fund-raising can cover some equipment costs. Current plan is for a 16,000 square foot, 2-storey building, with property owner covering the cost of the base build (i.e. excluding equipment and finishings).
Are there zoning and service challenges that need to be ironed out?	Yes, there are some planning / zoning issues to deal with and access to water and sewer (through Burk's Falls) has not been determined.
Why is the property owner offering to do this?	This would be part of a wide portfolio of properties and businesses, but the bottom line is that this is a 'legacy' project for someone who used to work in the healthcare profession. It is a way of giving something important and needed to the community that will last for generations.
What services will go in the building?	A Healthcare and Community Working Group would be formed to determine fully what the community needs. However, we envision a collaboration hub for a wide range of healthcare services; outpatient services related to MAHC hospital; a community kitchen; short-term living/hotel space (2) for visiting healthcare professionals; professional office space and meeting rooms; virtual / technology rooms for virtual care; physician and dental specialist space; ophthalmology and/or neurotology (eye/ear); mental health & addictions; diabetes and nutrition; social services; integration with MAOHT programs (i.e. Care at Home); youth counselling; literacy intervention (child and adult).
How will on-going costs and potential rent subsidies be managed?	Discussions on this have only just started. Potential is for some of the "20% Almaguin" funding from Local Share to be used, but the goal is to make this completely transparent and up-front once we understand the ownership and maintenance model better. A Needs Assessment by the Working Group will help direct what services are needed and potentially what on-going costs need to be covered.



## POTENTIAL BENEFITS OF NEW, PURPOSE-BUILT HEALTH & WELLNESS CENTRE

- ✓ Fills large gap in healthcare services for our region and reflects the needs expressed by our residents...
- ✓ Depending on services provided, could add between 20 and 40 well-paying / permanent / professional jobs to the Almaguin region that don't exist today...
- ✓ Solidifies highly-visible partnership with the hospital and other healthcare providers, in a highly-visible location...
- ✓ Attracts professionals in healthcare, social and community services...
- ✓ Prepares the Almaguin Highlands for future growth and current and future healthcare needs...
- ✓ Leverages the work done to partner with MAHC on the new hospital infrastructure build...

# Urgency: Current State of Healthcare in Almaguin



Expand and influence healthcare services across the Almaguin Highlands

- AHC supported recruitment initiatives (10k)
- AHC supported BFFHT renovations (78k)
- AHC took lead role in MAHC Local Share discussions (~\$6.1-m raised to this point)
- AHC active member of MAOHT & MAHC Local Share (on-going)
- AHC supported primary care expansion initiative



Ensure the Almaguin Highlands is able to meet MAHC Local Share commitment estimates

- Although funds will be raised over relative long-term, Local Share commitment has already been made
- Huge negative impacts if the MAHC build project had not been able to proceed
- Benefits of a new hospital build for our area are clear and immediate – jobs, growth, health and wellness for our communities



Create tangible MAHC-related healthcare services in Almaguin as part of MAHC build

- The time to demonstrate need for healthcare services in our region is **right now**
- The opportunity to negotiate inclusion of our area in the MAHC build is **right now**
- Opportunity to demonstrate our area as a deserving and full partner is **right now**
- Need for purpose-built, state of the art health and wellness centre in Almaguin is **right now**

# WHAT ARE THE POTENTIAL NEXT STEPS?

Option	Potential Implications
<p>Push forward with replacement of x-ray equipment in Burk's Falls in 2024 without consideration for any potential new build.</p>	<ul style="list-style-type: none"> <li>Assuming we take advantage of Huntsville Hospital Foundation fund-raising, limited possibility that any further fund-raising would be feasible in near future</li> <li>If we don't seek fund-raising assistance for building enhancements, cost falls to the Village of Burk's Falls (as owners of the building) and, presumably, to other 9 municipalities for assistance</li> <li>X-ray services in Burk's Falls would be lost during the construction / renovation</li> </ul>
<p>Defer replacement of x-ray equipment in Burk's Falls for 2-3 years (given that MAHC has stated the vendor has enough replacement parts to last that long). Assume that MAHC x-ray and lab services will remain at current building long-term.</p>	<ul style="list-style-type: none"> <li>If new build moves forward, there will be two locations providing health services within about 1-km of each other within 2-4 years</li> <li>Huntsville Hospital fund-raising would focus on x-ray replacement – unsure if additional fund-raising would be available for other services in future</li> <li>Removes potential tenancy issue for Burk's Falls, assuming current healthcare providers remain; however, MAHC is not currently paying rent so x-ray / lab do not impact revenue</li> </ul>
<p>Defer replacement of x-ray equipment in Burk's Falls and maintain current operations for 2-3 years (given that MAHC has stated the vendor has enough replacement parts to last that long), while planning move to new facility.</p>	<ul style="list-style-type: none"> <li>Creates potential tenancy / revenue issue for Village of Burk's Falls</li> <li>Allows focus on one location for all healthcare/wellness/community services</li> <li>Maximizes potential fund-raising</li> <li>Requires extensive effort to ensure new build is completed in 2-3 year timeframe</li> <li>Leverages multiple partnerships (healthcare providers, private-sector, municipalities across Almaguin, other levels of government for grants, MAHC, hospital foundation)</li> </ul>
<p>Status quo – do nothing.</p>	<p>Doing nothing and waiting to see what happens is always an option.</p>
<p>Other options?</p>	<p>For discussion – there may be other hybrid options.</p>

Municipality of Tweed Council Meeting  
Council Meeting



Resolution No.

665

Title:

Councillor J. Flieler

Date:

Tuesday, November 14, 2023

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Moved by

J. Flieler

Seconded by

P. Valiquette

WHEREAS Municipalities are facing ever increasing demands for services along with demands for repairs, maintenance, and replacement of existing infrastructure to the detriment of the tax paying public they serve as the cost of living continues to rise throughout the country;  
AND WHEREAS the Federal and Provincial governments in the past contributed through partnerships to fund projects that have been out of the financial reach of small municipalities;  
AND WHEREAS these 1/3 funding agreements have been instrumental in allowing municipalities to adequately plan and execute projects to protect the aging infrastructure already in place;  
AND WHEREAS the Municipality of Tweed has successfully completed more than 19 capital projects using these funding scenarios over the years;  
AND WHEREAS it is incumbent upon our Federal and Provincial governments to assist municipalities with limited access to funding except through municipal taxes to re-establish this very important funding stream;  
NOW THEREFORE BE IT RESOLVED THAT Council lobby the relevant Federal and Provincial representatives to bring these concerns to the forefront;  
AND FURTHER, that Council consider making a Delegation at the 2024 ROMA Conference;  
AND FURTHER, that copies be sent to MP Kramp-Neuman, MPP Bresee, the Hastings County Warden, the Association of Municipalities of Ontario, and all Ontario municipalities.

Carried

**Laura Brandt**

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**From:** FONOM Office/ Bureau de FONOM <fonom.info@gmail.com>  
**Sent:** November 12, 2023 7:57 PM  
**To:** Premier Doug Ford (premier@ontario.ca); sylvia.jones@pc.ola.org; jill.dunlop@ontario.ca; greg.rickford@pc.ola.org; vic.fedeli@pc.ola.org; george.pirie@pc.ola.org; ross.romanoco@pc.ola.org; Kevin.Holland@pc.ola.org; brosborough@amo.on.ca; Ian Dawson; Sarita Verma; jfraser.mpp.co@liberal.ola.org; GBourgouin-QP@ndp.on.ca; Gurcharn, Ryan; FONOM Office/ Bureau de FONOM; mfacca@noama.ca  
**Subject:** Premier Ford requesting an increase to the NOSM base funding  
**Attachments:** Letter to Premier - NOSM .pdf; NOSM Resolution.pdf

Premier Ford

In September, FONOM forwarded you a letter and Resolution (attached) asking for increased base funding for the Northern Ontario School of Medicine. Most of our 110 Member Municipalities supported the Resolution (listed below), and many Mayors also sent letters in support.

*We respectfully support NOSM University's request to the Province of Ontario for a permanent increase in annual base funding of \$4.0 million before the end of this fiscal year so it can continue to deliver on the mandate that the Conservative Government established initially in response to the needs of Northern municipalities.*

Municipalities that have forwarded Resolutions to the Premier;

City of Temiskaming Shores, Municipality of Huron Shores, Municipality of Mattawan, Municipality of Mattice-Val Côté, Municipality of Wawa Town of Blind River, Town of Hearst, Town of Moosonee, Town of Parry Sound, Ville de Kapuskasing, Township of Billings, Township of Black River – Matheson, Township of Bonfield, Township of the Archipelago, Village of South River, Township of Ewanturel, Township of Strong, Town of Spanish, Township of Armstrong, Township of Papineau-Cameron, Municipality of Central Manitoulin, Township of Nipissing, Village of Sundridge, City of Timmins, Township of Macdonald Meredith Aberdeen Additional, NOMA, **Municipality of Magnetawan**, Township of Armour, Township of Plummer Additional, Municipality of McDougall, City of North Bay, Township of Sables – Spanish Rivers, Municipality of East Ferris, Township of Larder Lake, Township of Casey, Township of Harley, Township of Hudson, Township of Kerns, Township of Perry, Municipality of Killarney, Township of McMurruch Monteith, and City of Kenora

Talk soon, Mac.

Mac Bain  
Executive Director  
The Federation of Northern Ontario Municipalities  
615 Hardy Street North Bay, ON, P1B 8S2



NOHFC File No: 7600158

November 22, 2023

1st stage.  
30% of cost.

Laura Brandt  
Deputy Clerk  
The Corporation of the Municipality of Magnetawan  
4304 Highway 520, PO Box 70  
Magnetawan ON P0A 1P0

Dear Laura Brandt:

This is further to your application requesting funding from the Northern Ontario Heritage Fund Corporation (NOHFC) toward *2024 Music in the Park*. Please quote the above file number in future correspondence.

The NOHFC has determined that your project is potentially eligible and will proceed for further review and evaluation. Please note that although your application is proceeding, it does not mean that it will be approved for funding. The NOHFC's programs are non-entitlement, discretionary programs and not all projects meeting the program eligibility criteria will be approved.

Your application will be reviewed and evaluated by the Ministry of Northern Development, Regional Economic Development Branch (REDB), the NOHFC's due diligence provider. All questions regarding your application should be directed to Melissa Gainer, Sudbury/North Bay Area Team Manager at REDB by calling 705-690-6075 or by email at [Melissa.Gainer@ontario.ca](mailto:Melissa.Gainer@ontario.ca).

Sincerely,



Scott Kunnas  
Manager, Program Services



**Municipality of  
Magnetawan**

**NOTICE OF PUBLIC MEETING**

**WEDNESDAY December 6, 2023**

**AT 1:00 PM**

**MAGNETAWAN COMMUNITY CENTRE**

**4304 HWY 520, MAGNETAWAN**

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

**The Municipality of Magnetawan**

**4304 HWY 520**

**Magnetawan, Ontario, P0A 1P0**

**PH # (705) 387-3947**

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

Posted November 28, 2023



**Municipality of  
Magnetawan**

## **CHANGE TO FEES & CHARGES BY-LAW NOTICE**

The Council of the Municipality of Magnetawan will hold a Public Meeting at the regular meeting of Council to discuss changes to the Fees & Charges By-law

**WEDNESDAY, DECEMBER 6, 2023 at 1:00 PM**

at the Magnetawan Community Centre, 4304 Hwy 520, Magnetawan

Please direct any questions to the  
CAO/Clerk Kerstin Vroom, [clerk@magnetawan.com](mailto:clerk@magnetawan.com), (705) 387-3947

# Certificate of Completion

This is to certify that

**Derek Young**

has completed the

EM 300 - Community Emergency Management Coordinator ( CEMC )

on

**9/26/2023**

**Instructor**

Grant Murphy/Katie Gibbs

**Certificate Number**

282321-EM 300-92023

**Host Organization**

Emergency Management Ontario



# MAGNETAWAN LIONS' PAVILION



<b>MONDAY</b>	<b>9 am - 4 pm Public Skating</b> <b>4 pm - 6 pm Junior Hockey</b> <b>6 pm - 8 pm Public Skating</b> <b>8 pm - 11 pm Hockey</b>
<b>TUESDAY</b>	<b>9 am - 6 pm Public Skating</b> <b>6 pm - 8 pm Junior Hockey</b> <b>8 pm - 11 pm Hockey</b>
<b>WEDNESDAY</b>	<b>9 am - 4 pm Public Skating</b> <b>4 pm - 6 pm Junior Hockey</b> <b>6 pm - 8 pm Public Skating</b> <b>8 pm - 11 pm Hockey</b>
<b>THURSDAY</b>	<b>9 am - 6 pm Public Skating</b> <b>6 pm - 8 pm Junior Hockey</b> <b>8 pm - 11 pm Hockey</b>
<b>FRIDAY</b>	<b>9 am - 1 pm Junior Hockey</b> <b>1 pm - 8 pm Public Skating</b> <b>8 pm - 11 pm Hockey</b>
<b>SATURDAY</b>	<b>9 am - 1 pm Junior Hockey</b> <b>1 pm - 6 pm Public Skating</b> <b>6 pm - 11 pm Hockey</b>
<b>SUNDAY</b>	<b>9 am - 1 pm Junior Hockey</b> <b>1 pm - 6 pm Public Skating</b> <b>6 pm - 11 pm Hockey</b>

1. There will be **no sticks or pucks on the ice during public skating times**
2. The hours are as posted
3. Paid scheduled or special events will take priority and pre-empt the free regular skating schedule
4. For more information or to book special events contact the Municipal Office at (705) 387-3947

**Junior Hockey is for ages 10 and under**  
**No food or drinks on the ice please**  
**Please be safe and respectful of other skaters**

**PLEASE NOTE THAT THE USE OF THE RINK IS WEATHER DEPENDANT**

*The Municipality of Magnetawan presents*

# **MAGNETAWAN'S ANNUAL CHRISTMAS TREE LIGHTING**

**SPECIAL  
APPEARANCE BY  
SANTA AND HIS  
ELF!**



**Location: Magnetawan Community Centre Front Parking Lot**

**Tree Lighting to Take Place Friday December 1<sup>st</sup> at 6:30 pm**

**Come Join us in Welcoming the Christmas Season  
This is an Outdoor Event with Refreshments, Caroling,  
Santa and his Elf, Photo Booths, and Christmas Cheer!**

**Please Bring a Non-Perishable Food Item for a Donation to the  
Magnetawan Community Pantry or a New Children's Toy for a  
Donation to the Magnetawan Lion's Club Christmas Basket**

**For more information, please contact the Municipal Office at (705) 387-3947  
or by email at [recreation@magnetawan.com](mailto:recreation@magnetawan.com)**





**ICYMI**

**In Case You Missed It!  
Council Highlights  
November 15, 2023**



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



**OP and Zoning By-law Review**

Council passed resolution 2023-336 receiving and approving the Draft Official Plan as the Ministry of Municipal Affairs and Housing provided correspondence identifying that in order to conduct and complete the review the Municipality must take the necessary steps towards adoption of the new Official Plan. For updates about the Official Plan and Zoning By-law Review visit the Planning Page on our website!

Council passed resolution 2023-343 endorsing and supporting item 4.1 Township of McKellar Call for an Amendment to the Legislation Act, 2006. To view McKellar's Resolution included in the Council Agenda Package visit our Agendas and Minutes page on our website!



Council passed resolution 2023-341 receiving the Municipal Boards and Committee Minutes as copied and circulated. To view the Municipal Boards and Committee Minutes included in the Council Agenda Package visit our Agendas and Minutes page on our website!



Council passed resolution 2023-339 receiving and approving the 2024 Proposed Council Dates. To view the list of 2024 Council Meeting Dates, visit the Events Calendar or Mayor and Council pages on our Website!



That it takes the Public Works Department an estimated 8 hours per route (one round) to complete Snowplowing within the Municipality. The Roads Crew aims to be out before the School Buses and typically Bus Routes are completed first.

**SAVE THE DATE**

The next open public meeting of Council is December 6, 2023, at 1:00 pm at the Magnetawan Community Centre.

Question? 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: December 6/2023

<u>Accounts Payable</u>	<u>Amount</u>
Batch # <u>2023-00168</u> Cheque Date: <u>Nov. 9/23</u> From: <u>25116</u> To: <u>25131</u>	\$ <u>60,494.49</u>
Batch # <u>2023-00170</u> Cheque Date: <u>Nov. 17/23</u> From: <u>25132</u> To: <u>25132</u>	\$ <u>500.00</u>
Batch # <u>2023-00171</u> Cheque Date: <u>Nov. 21/23</u> From: <u>25133</u> To: <u>25141</u>	\$ <u>27,190.48</u>
Batch # <u>2023-00173</u> Cheque Date: <u>Dec. 6/23</u> From: <u>25142</u> To: <u>25225</u>	\$ <u>484,429.14</u>
EFT Batch # <u>2023-00174</u>	\$ <u>53,597.45</u>
EFT Batch #	\$
<b>Total Accounts Payable</b>	<u>\$ 626,211.56</u>
Cancelled Cheques <u>25010 - DUPLICATE PAYMENT</u> <u>25059-25062 - PRINTER ERROR</u> <u>24972 - VENDOR LOST CHEQUE</u>	
<b>Payroll</b>	
Staff Pay Pay Period: # <u>23</u> All Direct Deposit	\$ <u>42,071.72</u>
Volunteer Fire Staff Pay Pay Period: # <u>23</u> All Direct Deposit	\$ <u>55,667.75</u>
<b>Council Pay</b>	
Pay Period: # All Direct Deposit	\$
<b>Total Payroll</b>	<u>\$ 97,739.47</u>
<b>Total for Resolution</b>	<u>\$ 723,951.03</u>



**Municipality of Magnetawan  
List Of Accounts for Approval**  
Batch: 2023-00168 to 2023-QkCh

Bank Code - CURR - CURRENT ACCOUNT

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
25116 20176	11/9/2023	ALLISTON EQUIPMENT LTD 1-4-3051-2010 - E1 - MATERIAL	CONVEYOR DOOR JACK-	516.61	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	57.06	573.67
25117 52999	11/9/2023	ACCLAIM SOUND & LIGHTING 1-4-7300-2400 - HALL - REPAIF	EVALUATION CONFEREN	444.02	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	57.72	501.74
25118 50066875NOV2	11/9/2023	BELL MOBILITY INC 1-4-2000-2053 - FD - COMMUN	TOWER RENTAL-FD	59.89	
		1-4-3101-2053 - J - COMMUNIC	TOWER RENTAL-FD	59.88	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	13.23	133.00
25119 10659	11/9/2023	CARR AGGREGATES INC 1-4-3041-2010 - D1 - MATERIAL	2" GRAVEL, PATCHING &	3,153.22	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	343.99	3,497.21
25120 2145	11/9/2023	CRAIG'S WELDING & FABRICATION 1-4-3228-2070 - TR28 - REPAIF	TRUCK #28-QUICK ATTAC	612.79	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	67.68	680.47
25121 81133	11/9/2023	J&J EQUIPMENT REPAIR INC. 1-4-4020-8000 - LF - CAPITAL I	ADDED PARTS TO LANDF	19,314.09	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	2,133.31	21,447.40
25122 LE034110	11/9/2023	LAKELAND ENERGY LTD 1-4-3800-5012 - STREET - MAC	BAY & BURROWS STREE'	601.08	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	66.39	667.47
25123 849460/3	11/9/2023	MAP SUNDRIDGE 1-4-7200-2010 - PARKS - MATE	ANTI-FREEZE TESTER-PA	19.90	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	2.20	22.10
25124 11092023	11/9/2023	SREBRNJAK, MARGARET 1-3-1018-2071 - RESIDENTIAL:	REIMBURSEMENT OF OVI	1,057.05	1,057.05
25125 11637-02	11/9/2023	NORTHPOINT CATERING 1-4-2600-2015 - REC - EVENTS	NOVEMBER 22 SENIOR'S	2,442.24	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	269.76	2,712.00
25126 125533	11/9/2023	PRO FLEET CARE MUSKOKA NORTH BAY 1-4-3226-2070 - TR26 - REPAIF	UNDERCOAT PROTECTIC	325.63	
		1-4-3228-2070 - TR28 - REPAIF	UNDERCOAT PROTECTIC	325.64	
		1-4-3227-2070 - TR27 - REPAIF	UNDERCOAT PROTECTIC	325.63	
		1-4-3222-2070 - TR22 - REPAIF	UNDERCOAT PROTECTIC	325.63	
		1-4-3229-2070 - TR29 - REPAIF	UNDERCOAT PROTECTIC	325.63	
		1-4-3221-2070 - TR21 - REPAIF	UNDERCOAT PROTECTIC	178.08	
		1-4-3230-8000 - TR30 - 2022 Tr	UNDERCOAT PROTECTIC	178.08	
		1-4-3220-2070 - TR20 - REPAIF	UNDERCOAT PROTECTIC	178.08	
		1-4-7219-2070 - TR13 - REPAIF	UNDERCOAT PROTECTIC	178.08	
		1-4-7218-2070 - TR12 - REPAIF	UNDERCOAT PROTECTIC	178.08	
		1-4-7210-2070 - TR10 - REPAIF	UNDERCOAT PROTECTIC	284.93	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	309.66	3,113.15

**Municipality of Magnetawan  
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**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>25127</b>	<b>11/9/2023</b>	<b>WASTE CONNECTIONS OF CANADA INC.</b>			
7113-00003360		1-4-4010-4010 - GARBAGE - C	OCTOBER.2023 WASTE C	1,925.72	
		1-4-4030-4012 - RECY - RECYC	OCTOBER.2023 WASTE C	2,397.20	
		1-4-4020-4022 - LF - RUBBISH/	OCTOBER.2023 WASTE C	8,451.05	
		1-4-4030-4014 - RECY - RECYC	OCTOBER.2023 WASTE C	6,844.21	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	2,166.90	21,785.08
<b>25128</b>	<b>11/9/2023</b>	<b>SDB TRUCK &amp; EQUIPMENT REPAIRS</b>			
13127		1-4-7218-2070 - TR12 - REPAIF	TRUCK12MONTHLY INSPI	391.78	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	43.27	435.05
13116		1-4-3228-2070 - TR28 - REPAIF	TRUCK #28 MONTHLY INE	152.64	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	16.86	169.50
13115		1-4-3229-2070 - TR29 - REPAIF	TRUCK #29 MONTHLY INE	152.64	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	16.86	169.50
13114		1-4-3222-2070 - TR22 - REPAIF	TRUCK #22-MONTHLY INE	1,287.27	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	142.18	1,429.45
13113		1-4-3226-2070 - TR26 - REPAIF	TRUCK #26 MONTHLY INE	152.64	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	16.86	169.50
			Payment Total:		2,373.00
<b>25129</b>	<b>11/9/2023</b>	<b>TRACKMATICS INC</b>			
41301		1-4-7200-2045 - PARKS - GPS I	PARKS GPS MONITORINC	106.85	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	11.80	118.65
41352		1-4-3101-2045 - J - GPS MONIT	ROADS GPS MONTHLY M	487.43	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	53.84	541.27
			Payment Total:		659.92
<b>25130</b>	<b>11/9/2023</b>	<b>D.M. WILLS ASSOCIATES</b>			
24800		1-4-3011-8000 - A - CULVERT/I	BRIDGE #8-ORANGE VALI	763.20	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	84.30	847.50
<b>25131</b>	<b>11/9/2023</b>	<b>XEROX CANADA LTD</b>			
85760136		1-4-1200-2140 - ADMIN - COPY	COPYING EXPENSES	381.58	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	42.15	423.73
<b>25132</b>	<b>11/17/2023</b>	<b>ROYAL CANADIAN LEGION BRANCH 394</b>			
2023-11-17		1-4-1000-5018 - COUNCIL - DO		500.00	500.00
<b>25133</b>	<b>11/21/2023</b>	<b>CARR AGGREGATES INC</b>			
10717		1-4-3041-2010 - D1 - MATERIAL	2" GRAVEL - PATCHING &	211.70	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	23.08	234.78
10710		1-4-3041-2010 - D1 - MATERIAL	A" GRAVEL - PATCHING &	394.41	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	43.02	437.43
10641		1-4-3011-2010 - A - MATERIAL	A GRAVEL - BRIDGES & C	231.83	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	25.30	257.13
10650		1-4-3011-2010 - A - MATERIAL	A GRAVEL - BRIDGES & C	715.90	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	78.09	793.99
10701		1-4-3041-2010 - D1 - MATERIAL	2" GRAVEL - PATCHING &	431.90	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	47.09	478.99
10638		1-4-3011-2010 - A - MATERIAL	2" GRAVEL - BRIDGES & C	442.72	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	48.27	490.99
			Payment Total:		2,693.31
<b>25134</b>	<b>11/21/2023</b>	<b>FREIGHTLINER NORTH BAY</b>			

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Payment #	Date	Vendor Name	GL Account	GL Transaction Description	Detail Amount	Payment Amount
RN09736			1-4-3226-2070 - TR26 - REPAIF	TRUCK #26 - ABX LIGHT	117.02	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	12.93	129.95
RN09403			1-4-3222-2070 - TR22 - REPAIF	TRUCK #22-INSTALL & WI	401.37	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	44.33	445.70
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
RN09431			1-4-3226-2070 - TR26 - REPAIF	TRUCK #26-REPAIR SWIC	712.93	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	78.75	791.68
				Payment Total:		1,750.40
<b>25135</b>	<b>11/21/2023</b>	<b>GREER GALLOWAY CONSULTING ENGINEERS</b>				
28228			1-4-2000-8000 - FD - CAPITAL	STATION ENGINEERING -	994.55	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	109.86	1,104.41
28219			1-4-3011-4010 - A - CONTRAC	2023 OSIM INSPECTIONS-	3,994.09	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	441.16	4,435.25
				Payment Total:		5,539.66
<b>25136</b>	<b>11/21/2023</b>	<b>MAGNETAWAN GRILL AND GROC</b>				
32509836			1-4-2600-2015 - REC - EVENTE	OCT. 11/23 SENIORS DINI	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	11.24	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	1.24	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
				Payment Total:		268.63
<b>25137</b>	<b>11/21/2023</b>	<b>MHBC PLANNING LIMITED</b>				
5031702			1-1-1100-1139 - A/R - KLAHANI	MAGNETAWAN-CAMP KL	846.64	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	93.52	940.16
5031703			1-1-1100-1162 - A/R - ZHANG	YANG - 597 FORDS RD.	2,451.40	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	270.77	2,722.17
				Payment Total:		3,662.33
<b>25138</b>	<b>11/21/2023</b>	<b>NORTH BAY PARRY SOUND DISTRICT HEALTH</b>				
NOVEMBER202			1-4-6400-2010 - HEALTH - HEA	NOVEMBER 2023 HEALTH-	3,874.51	3,874.51
<b>25139</b>	<b>11/21/2023</b>	<b>RUSSELL CHRISTIE LLP</b>				
63-283-402			1-1-1100-1157 - A/R - J CROS	LAND EXCHANGE-CROSS	2,500.00	2,500.00
63-283-270***			1-1-1100-1152 - A/R - STEVEN	STEVENSON-GARDEN SL	1,354.01	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	149.56	1,503.57
				Payment Total:		4,003.57
<b>25140</b>	<b>11/21/2023</b>	<b>RSM BUILDING CONSULTANTS INC.</b>				
2865			1-4-2200-1010 - BLEO - WAGE	BUILDING DEPT.	4,708.50	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	520.07	5,228.57
<b>25141</b>	<b>11/21/2023</b>	<b>SDB TRUCK &amp; EQUIPMENT REPAIRS</b>				
13133			1-4-3227-2070 - TR27 - REPAIF	TRUCK #27 MONTHLY INS	152.64	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	16.86	169.50

**Municipality of Magnetawan  
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Batch: 2023-00168 to 2023-QkCh

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>25142</b>	<b>12/6/2023</b>	<b>AGRICULTURE FORESTRY CONSTRUCTION INC</b>			
4679		1-4-3219-2070 - LOADER - REF	CHANGE ENGINE OIL ETC	1,098.48	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	121.33	1,219.81
4644		1-4-3213-2070 - COM - REPAIR	COMPACTOR-REPAIRS &	2,174.77	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	240.21	2,414.98
4674		1-4-3214-2070 - DOZ - REPAIR	DOZER REPAIRS & MAINT	1,757.85	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	194.16	1,952.01
			Payment Total:		<u>5,586.80</u>
<b>25143</b>	<b>12/6/2023</b>	<b>ALGONQUIN FINE FOODS</b>			
105		1-4-2600-2015 - REC - EVENTS	MAG BUCKS	120.00	120.00
<b>25144</b>	<b>12/6/2023</b>	<b>ALLISTON EQUIPMENT LTD</b>			
20334		1-4-3227-2070 - TR27 - REPAIR	TRUCK #27-CONVEYOR C	220.62	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	24.36	244.98
<b>25145</b>	<b>12/6/2023</b>	<b>AHMIC LAKE RESORT</b>			
E23-112		1-4-2600-2015 - REC - EVENTS	MAGNETAWAN BUCKS, #	60.00	60.00
<b>25146</b>	<b>12/6/2023</b>	<b>ACE ARMOR</b>			
191		1-4-2010-2070 - TR510 - REPAIR	FLUID FILM UNDERCAOTI	200.00	
		1-4-2014-2070 - TR514 - REPAIR	FLUID FILM UNDERCAOTI	200.00	
		1-4-2017-2070 - TR517 - REPAIR	FLUID FILM UNDERCAOTI	200.00	
		1-4-2021-2070 - TR521 - REPAIR	FLUID FILM UNDERCAOTI	200.00	
		1-4-2031-2070 - TR531 - REPAIR	FLUID FILM UNDERCAOTI	200.00	1,000.00
<b>25147</b>	<b>12/6/2023</b>	<b>Township Of Armour</b>			
ARM 23-119		1-4-2200-2010 - BLEO - MATEF	BLEO EXPENSES, MILEAC	74.18	
		1-4-2200-1010 - BLEO - WAGE	BLEO EXPENSES, MILEAC	2,213.90	
		1-4-2200-2025 - BLEO - MILEAC	BLEO EXPENSES, MILEAC	591.06	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	318.01	3,197.15
<b>25148</b>	<b>12/6/2023</b>	<b>AHMIC LAKE COTTAGE OWNERS ASSOCIATION</b>			
2023 GRANT		1-4-1000-7500 - COUNCIL - RO	2023 PRIVATE ROAD GRA	692.13	692.13
<b>25149</b>	<b>12/6/2023</b>	<b>BELL CANADA</b>			
3620NOV2023		1-4-4020-2120 - LF - OFFICE	LANDFILL OFFICE PHONE	93.56	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	10.32	103.88
<b>25150</b>	<b>12/6/2023</b>	<b>Bell Mobility</b>			
519949447-NOV		1-4-1200-2052 - ADMIN - CELL	CELL TELEPHONES-NOVI	412.36	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	45.65	458.01
<b>25151</b>	<b>12/6/2023</b>	<b>BRAY MOTORS LIMITED</b>			
16005		1-4-7219-2070 - TR13 - REPAIR	INSTALL WINTER TIRES-1	102.73	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	11.34	114.07
<b>25152</b>	<b>12/6/2023</b>	<b>BEATTY PRINTING</b>			
58034		1-1-1400-1250 - PREPAID EXP	TAXATION-REFERENCE C	374.48	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	41.36	415.84
58027		1-1-1400-1250 - PREPAID EXP	RECYCLING CALENDARS	395.69	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	43.71	439.40
			Payment Total:		<u>855.24</u>
<b>25153</b>	<b>12/6/2023</b>	<b>LEWIS, BRADLEY ALLEN</b>			
MCB 2023-05		1-4-5010-1010 - CEM - WAGES	MAG CEMETERY BOARD-	200.00	200.00

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25154 MCB 2023-01	12/6/2023	BISHOP, WILLIAM MICHAEL 1-4-5010-1010 - CEM - WAGES	MAG CEMETERY BOARD	150.00	150.00
25155 115221715	12/6/2023	Canadian Tods Limited 1-4-2300-2300 - ED - ADVERTIS 1-1-1100-1102 - HST RECEIVA	HWY 124 N HWY 520 S-20 HSTBIReb Tax Code	814.08 89.92	904.00
25156 10253	12/6/2023	CARR AGGREGATES INC 1-4-3011-2010 - A - MATERIALS 1-1-1100-1102 - HST RECEIVA	A GRAVEL-1679 AHMIC CL HSTBIReb Tax Code	255.95 27.93	283.88
25157 2024 - 1	12/6/2023	CAM GALLOWAY 1-1-1400-1250 - PREPAID EXPI	50% - SECURE 2024 MUSI	300.00	300.00
25158 2023 GRANT	12/6/2023	CLAYTON'S BAY TRAIL ROAD ASSOCIATION 1-4-1000-7500 - COUNCIL - RO	2023 PRIVATE ROAD GRA	926.16	926.16
25159 2023GRANT	12/6/2023	ROCKY REEF ROAD COMMITTEE 1-4-1000-7500 - COUNCIL - RO	2023 PRIVATE ROAD GRA	1,057.82	1,057.82
25160 2023 GRANT	12/6/2023	CLIFFDEN LANE ROAD GROUP 1-4-1000-7500 - COUNCIL - RO	2023 PRIVATE ROAD GRA	1,398.33	1,398.33
25161 MCB 2023-03	12/6/2023	JACK CROSSMAN 1-4-5010-1010 - CEM - WAGES	MAG CEMETERY BOARD-	150.00	150.00
25162 MCB 2023-02	12/6/2023	Mary Jane Campbell 1-4-5010-1010 - CEM - WAGES	MAG CEMETERY BOARD-	200.00	200.00
25163 331314	12/6/2023	COMWAVE 1-4-1200-2050 - ADMIN - TELEI 1-1-1100-1102 - HST RECEIVA	VOIP LINES-OCTOBER 20 HSTBIReb Tax Code	56.58 6.24	62.82
25164 QTR 4.2023	12/6/2023	CONSEIL SCOLAIRE CATHOLIQUE FRANCO-NOR 1-4-8300-6130 - FS SCHOOL R	QTR4 2023 FRENCH SEPE	8,985.24	8,985.24
25165 22996	12/6/2023	DEAN'S AUTO CARE 1-4-3220-2070 - TR20 - REPAIF 1-1-1100-1102 - HST RECEIVA	TRUCK #20-OIL CHANGE HSTBIReb Tax Code	109.32 12.08	121.40
25166 20231120	12/6/2023	Scott Dingman Trucking 1-4-7700-2400 - AHMIC - REPA 1-1-1100-1101 - HST RECEIVA	60 AHMIC ST.-HOLDING T. HST100%Reb Tax Code	300.00 39.00	339.00
25167 40077272	12/6/2023	Sam Dunnett 1-4-1000-1310 - COUNCIL - CO 1-1-1100-1102 - HST RECEIVA	MEET & GREET, AGENDA HSTBIReb Tax Code	52.17 5.77	57.94
25168 QTR 4.2023	12/6/2023	EASTHOLME HOME FOR THE AGED 1-4-6010-2010 - HOME - EASTI	QTR 4 2023-HOME FOR TI	62,950.75	62,950.75
25169 21-2125-108 21-2125-214	12/6/2023	ECOVUE CONSULTING SERVICES 1-4-8010-5012 - PLN - OFFICIA 1-1-1100-1102 - HST RECEIVA 1-4-8010-5012 - PLN - OFFICIA 1-1-1100-1102 - HST RECEIVA	MAGNETAWAN PLANNING HSTBIReb Tax Code ZONING BY-LAW UPDATE HSTBIReb Tax Code	796.27 87.96 946.37 104.53	884.23 1,050.90
				Payment Total:	1,935.13

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25170 53827	12/6/2023	FISHER'S REGALIA 1-4-2000-1410 - FD - VOLUNTE	FD-UNIFORM	105.56	
		1-1-1100-1102 - HST RECEIVA	HSTBiReb Tax Code	11.65	117.21
25171 82257	12/6/2023	GIN-COR INDUSTRIES 1-4-3228-2070 - TR28 - REPAIF	TRUCK #28 - PARTS REP/	546.15	
		1-1-1100-1102 - HST RECEIVA	HSTBiReb Tax Code	60.32	606.47
25172 ZONINGNOV23	12/6/2023	IDV CUSTOM HOMES & CONTRACTING INC. 1-1-1100-2032 - A/R - CRNKOV	LAVOIE-CONTRACTOR DI	2,000.00	2,000.00
25173 1753	12/6/2023	INSERVUS MANAGEMENT SYSTEMS 1-4-2000-7130 - FD - EQUIPME	BUNKER GEAR CLEANINC	442.42	
		1-1-1100-1102 - HST RECEIVA	HSTBiReb Tax Code	48.95	491.37
25174 2924989	12/6/2023	KIDD'S HOME HARDWARE BUILDING CENTRE 1-4-3101-2400 - J - BUILDING M	SALT+SAND - ROADS OVI	396.85	
		1-1-1100-1102 - HST RECEIVA	HSTBiReb Tax Code	43.84	440.69
25175 MCB 2023-04	12/6/2023	LANGFORD DORIS 1-4-5010-1010 - CEM - WAGES	MAG CEMETERY BOARD-	200.00	200.00
25176 QTR 4.2023	12/6/2023	CONSEIL SCOLAIRE PUBLIC DU NORD-EST DE 1-4-8300-6110 - FP SCHOOL R	QTR 4 2023-FRENCH PUB	7,416.82	7,416.82
25177 82034912	12/6/2023	BRANDT LAURA 1-4-2600-2015 - REC - EVENTE	MICHEALS-NYE GALA SUI	205.48	
		1-1-1100-1102 - HST RECEIVA	HSTBiReb Tax Code	22.70	228.18
96473		1-4-2600-2015 - REC - EVENTE	DOLLARAM-NYE GALA SL	16.86	
		1-1-1100-1102 - HST RECEIVA	HSTBiReb Tax Code	1.87	18.73
20231117		1-4-2600-2015 - REC - EVENTE	P/U MAG BUCKS MILEAGE	17.82	
		1-1-1100-1102 - HST RECEIVA	HSTBiReb Tax Code	1.97	19.79
37		1-4-2600-2015 - REC - EVENTE	PARTY CITY, NYE SUPPLI	71.10	
		1-1-1100-1102 - HST RECEIVA	HSTBiReb Tax Code	7.85	78.95
1		1-4-2600-2015 - REC - EVENTE	PARTY CITY,NYE SUPPLII	349.64	
		1-1-1100-1102 - HST RECEIVA	HSTBiReb Tax Code	38.62	388.26
			Payment Total:		733.91
25178 103	12/6/2023	MAGNETAWAN GRILL AND GROC 1-4-2600-2015 - REC - EVENTE	MAG BUCKS-36 COUPON:	360.00	360.00
25179 102	12/6/2023	MAGNETAWAN BUILDING CENTRE (COM DEV) 1-4-2600-2015 - REC - EVENTE	MAG BUCKS	70.00	70.00
25180 102-49934	12/6/2023	MAGNETAWAN BUILDING CENTRE (PARKS) 1-4-7200-2010 - PARKS - MATE	SUPPLIES	113.73	
		1-1-1100-1102 - HST RECEIVA	HSTBiReb Tax Code	12.56	126.29
102-49898		1-4-7300-2400 - HALL - REPAIF	SUPPLIES-LIBRARY	44.97	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	5.85	50.82
102-49866		1-4-7300-2400 - HALL - REPAIF	SUPPLIES	28.31	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	3.68	31.99
102-49861		1-4-7300-2010 - HALL - MATER	SUPPLIES	12.58	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	1.64	14.22
102-49903		1-4-7300-2400 - HALL - REPAIF	SUPPLIES-LIBRARY	104.93	
		1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	13.64	118.57

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101-130820			1-4-7300-2400 - HALL - REPAIR	SUPPLIES	585.86	
			1-1-1100-1101 - HST RECEIVABLE	HST100%Reb Tax Code	76.16	662.02
102-49825			1-4-7200-2010 - PARKS - MATERIAL	SUPPLIES	33.66	
			1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	3.72	37.38
101130850			1-4-7200-2010 - PARKS - MATERIAL	SUPPLIES	35.71	
			1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	3.94	39.65
101-130351			1-4-7200-2010 - PARKS - MATERIAL	SUPPLIES	16.93	
			1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	1.87	18.80
102-49770			1-4-7300-2010 - HALL - MATERIAL	SUPPLIES	83.26	
			1-1-1100-1101 - HST RECEIVABLE	HST100%Reb Tax Code	10.82	94.08
101-130258			1-4-7200-2010 - PARKS - MATERIAL	SUPPLIES	15.20	
			1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	1.68	16.88
102-49379			1-4-7300-2010 - HALL - MATERIAL	SUPPLIES	98.93	
			1-1-1100-1101 - HST RECEIVABLE	HST100%Reb Tax Code	12.86	111.79
102-49199			1-4-7200-2010 - PARKS - MATERIAL	SUPPLIES	36.62	
			1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	4.05	40.67
				Payment Total:		1,363.16
<b>25181</b>	<b>12/6/2023</b>	<b>MAGNETAWAN BUILDING CENTRE (ROADS)</b>				
104-97342			1-4-3101-2120 - J - OFFICE	SUPPLIES	9.32	
			1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	1.03	10.35
<b>25182</b>	<b>12/6/2023</b>	<b>MAGNETAWAN BUILDING CENTRE (FIRE DEPT.)</b>				
102-49325			1-4-2000-2120 - FD - OFFICE	ELECTRICAL TESTER-FD	26.45	
			1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	2.92	29.37
<b>25183</b>	<b>12/6/2023</b>	<b>MAGNETAWAN BUILDING CENTRE (LANDFILL)</b>				
103-121154			1-4-4020-2010 - LF - MATERIAL	SUPPLIES	39.14	
			1-4-4030-2010 - RECY - MATERIAL	SUPPLIES	39.13	
			1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	8.65	86.92
101-130033			1-4-4020-2400 - LF - REPAIRS	SUPPLIES	6.87	
			1-4-4030-2400 - RECY - REPAIRS	SUPPLIES	6.86	
			1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	1.51	15.24
103-121582			1-4-4020-2400 - LF - REPAIRS	SUPPLIES	82.40	
			1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	9.10	91.50
102-49449			1-4-4030-2120 - RECY - OFFICE	SUPPLIES	13.72	
			1-4-4020-2120 - LF - OFFICE	SUPPLIES	13.71	
			1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	3.03	30.46
104-97306			1-4-4020-2400 - LF - REPAIRS	SUPPLIES	97.27	
			1-4-4030-2400 - RECY - REPAIRS	SUPPLIES	97.27	
			1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	21.49	216.03
104-97165			1-4-4020-2010 - LF - MATERIAL	SUPPLIES	27.47	
			1-4-4030-2010 - RECY - MATERIAL	SUPPLIES	27.46	
			1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	6.07	61.00
				Payment Total:		501.15
<b>25184</b>	<b>12/6/2023</b>	<b>MAP SUNDRIDGE</b>				
849097/3			1-4-3229-2070 - TR29 - REPAIRS	TRUCK #29-STANDARD S	76.36	
			1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	8.44	84.80
<b>25185</b>	<b>12/6/2023</b>	<b>MAC LANG (SUNDRIDGE) LIMITED</b>				
CCCS202855			1-4-7218-2070 - TR12 - REPAIRS	TIRES & INSTALL-TRUCK	670.60	
			1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	74.07	744.67

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CCCS202884			1-4-3221-2070 - TR21 - REPAIF	TRUCK #31-OIL CHANGE	97.28	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	10.75	108.03
				Payment Total:		852.70
<b>25186</b>	<b>12/6/2023</b>	<b>MINISTER OF FINANCE</b>				
3023102309550			1-4-2500-2010 - PROTECT - PC	SEPTEMEBER OPP LSR B	39,043.00	39,043.00
<b>25187</b>	<b>12/6/2023</b>	<b>MINISTER OF FINANCE</b>				
63285-2024			1-1-1400-1250 - PREPAID EXP	CROWN LAND USE PERM	93.43	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	10.32	103.75
<b>25188</b>	<b>12/6/2023</b>	<b>MAGNETAWAN BAIT &amp; TACKLE (RECREATION)</b>				
101			1-4-2600-2015 - REC - EVENTS	MAG BUCKS-17 COUPON:	170.00	170.00
<b>25189</b>	<b>12/6/2023</b>	<b>CEDAR CROFT ROAD MAINTENANCE ASSOCIATI</b>				
2023 GRANT			1-4-1000-7500 - COUNCIL - RO	2023 PRIVATE ROAD GRA	1,073.71	1,073.71
<b>25190</b>	<b>12/6/2023</b>	<b>KEITH MILLER</b>				
MCB 2023-06			1-4-5010-1010 - CEM - WAGES	MAG CEMETERY BOARD-	200.00	200.00
<b>25191</b>	<b>12/6/2023</b>	<b>A MIRON TOPSOIL LTD</b>				
2539			1-4-4020-2010 - LF - MATERIAL	LANDFILL-GRAVEL	1,071.82	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	118.39	1,190.21
<b>25192</b>	<b>12/6/2023</b>	<b>JIM MOORE PETROLEUM</b>				
633360			1-4-3101-2022 - J - CLEAR DIE	CLEAR DIESEL	2,770.85	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	306.05	3,076.90
633362			1-4-3101-2021 - J - PREMIUM C	PREMIUM GASOLINE	2,638.38	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	291.42	2,929.80
634000			1-4-7300-2024 - HALL - HEATIN	PAVILION FURNACE OIL	661.70	
			1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	86.02	747.72
634001			1-4-7300-2024 - HALL - HEATIN	COMMUNITY CENTRE-FU	2,031.41	
			1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	264.08	2,295.49
633877			1-4-3101-2023 - J - DYED DIES	DYED DIESEL	557.72	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	61.60	619.32
633876			1-4-3101-2022 - J - CLEAR DIE	CLEAR DIESEL	2,199.62	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	242.95	2,442.57
				Payment Total:		12,111.80
<b>25193</b>	<b>12/6/2023</b>	<b>MOORE PROPANE LIMITED</b>				
9015069			1-4-7300-2030 - HALL - HYDRC	PROPANE-4304 HWY 520	82.89	
			1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	10.78	93.67
S-38316			1-4-7700-2010 - AHMIC - MATE	TYPE L POLYCOATED CO	900.00	
			1-1-1100-1101 - HST RECEIVA	HST100%Reb Tax Code	117.00	1,017.00
				Payment Total:		1,110.67
<b>25194</b>	<b>12/6/2023</b>	<b>MUNICIPALITY OF EAST FERRIS</b>				
2562			1-4-3101-1310 - J - CONFEREN	SNOW SCHOOL OPERAT	1,017.60	
			1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	112.40	1,130.00
<b>25195</b>	<b>12/6/2023</b>	<b>NEIGHICK ROAD GROUP</b>				
2023 GRANT			1-4-1000-7500 - COUNCIL - RO	2023 PRIVATE ROAD GRA	876.22	876.22
<b>25196</b>	<b>12/6/2023</b>	<b>NIPISSING-PARRY SOUND CATHOLIC DISTRICT</b>				
QTR4.2023			1-4-8300-6120 - ES SCHOOL R	QTR 4 2023 - ENGLISH SE	4,113.42	4,113.42
<b>25197</b>	<b>12/6/2023</b>	<b>NEAR NORTH INDUSTRIAL SOLUTIONS</b>				



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89663		1-4-3101-2010 - J - MATERIALS	BRAKE CLEANER-ROADS	86.70	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	9.58	96.28
89478		1-4-3101-2400 - J - BUILDING MATERIALS	DRY ABSORBENT-ROADS	17.05	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	1.88	18.93
			Payment Total:		115.21
<b>25198</b>	<b>12/6/2023</b>	<b>NEAR NORTH LABORATORIES INC.</b>			
98981		1-4-4300-2010 - W-SYS - MATERIALS	WATER TESTING-NOVEM	123.67	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	13.66	137.33
<b>25199</b>	<b>12/6/2023</b>	<b>NEAR NORTH DISTRICT SCHOOL BOARD</b>			
QTR4.2023		1-4-8300-6100 - EP SCHOOL REVENUE	4TH QTR-ENGLISH PUBLI	282,579.22	282,579.22
<b>25200</b>	<b>12/6/2023</b>	<b>NORTH BAY PARRY SOUND DISTRICT HEALTH</b>			
DECEMBER.20:		1-4-6400-2010 - HEALTH - HEALTH	DECEMBER 2023 HEALTH	3,874.51	3,874.51
<b>25201</b>	<b>12/6/2023</b>	<b>ONTARIO BUILDING OFFICIALS ASSOCIATION</b>			
2024-130611		1-1-1400-1250 - PREPAID EXPENSES	2024 MEMBERSHIP-CBO,	358.20	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	39.56	397.76
<b>25202</b>	<b>12/6/2023</b>	<b>Hydro One Networks</b>			
3189NOV.23		1-4-3800-5016 - STREET - ROADS	14 CONCESSION LOT 18	34.39	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	4.14	38.53
3087-NOV.23		1-4-3800-5014 - STREET - HIGHWAYS	AHMIC HARBOUR STREEI	50.01	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	6.24	56.25
			Payment Total:		94.78
<b>25203</b>	<b>12/6/2023</b>	<b>ORKIN CANADA CORPORATION</b>			
C-4285275		1-4-7700-2400 - AHMIC - REPAIRS	AHMIC HARBOUR-WASHF	90.00	
		1-1-1100-1101 - HST RECEIVABLE	HST100%Reb Tax Code	11.70	101.70
C-4304044		1-4-7300-2400 - HALL - REPAIRS	MAG HALL-WASHROOM 8	286.94	
		1-1-1100-1101 - HST RECEIVABLE	HST100%Reb Tax Code	37.30	324.24
			Payment Total:		425.94
<b>25204</b>	<b>12/6/2023</b>	<b>TOWNSHIP OF PERRY</b>			
2023-062		1-4-2000-1410 - FD - VOLUNTEERS	TRAINING LUNCH-FD	63.66	63.66
<b>25205</b>	<b>12/6/2023</b>	<b>GF PRESTON SALES AND SERVICE LTD.</b>			
IN02398		1-4-4020-2400 - LF - REPAIRS	WHEELS & AXLES-REPAI	293.88	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	32.46	326.34
IN02623		1-4-3236-2070 - BROOM - REPAIRS	ROADS-BROOM, BRUSH I	2,625.40	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	289.99	2,915.39
IN99250CR		1-4-3101-2010 - J - MATERIALS	P&A COUNTER-CREDIT	-61.04	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	-6.74	-67.78
			Payment Total:		3,173.95
<b>25206</b>	<b>12/6/2023</b>	<b>GORDON POINT ROAD ASSOCIATION</b>			
2023 GRANT		1-4-1000-7500 - COUNCIL - ROADS	2023 PRIVATE ROAD GRA	839.90	839.90
<b>25207</b>	<b>12/6/2023</b>	<b>RUSSELL CHRISTIE LLP</b>			
63-283-419-3		1-4-8010-2210 - PLN - LEGAL FEES	SHORT TERM ACCOMOD/	1,415.43	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	156.34	1,571.77
63-283-380-4		1-4-8010-2210 - PLN - LEGAL FEES	KLAHANIE CAMPERS COF	1,381.11	
		1-1-1100-1102 - HST RECEIVABLE	HSTBIReb Tax Code	152.55	1,533.66
			Payment Total:		3,105.43
<b>25208</b>	<b>12/6/2023</b>	<b>Garfield Robertson</b>			
MCB 2023-07		1-4-5010-1010 - CEM - WAGES	MAG CEMETERY BOARD-	150.00	150.00

**Municipality of Magnetawan  
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**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
25209 2023-066	12/6/2023	TOWNSHIP OF RYERSON 1-4-2000-7132 - FD - EQUIPME 1-1-1100-1102 - HST RECEIVA	TRAILER HEATER-FD HSTBIReb Tax Code	16.09 1.77	17.86
25210 102731	12/6/2023	SLING-CHOKER MFG. (NORTH BAY) LTD. 1-4-3101-2020 - J - SAFETY SU 1-1-1100-1102 - HST RECEIVA	ROADS OVERHEAD HSTBIReb Tax Code	7.89 0.87	8.76
25211 649099442 64700427 64819570	12/6/2023	STAPLES BUSINESS ADVANTAGE 1-4-7200-2010 - PARKS - MATE 1-1-1100-1102 - HST RECEIVA 1-4-1300-2200 - TREAS - ACCC 1-1-1100-1102 - HST RECEIVA 1-4-2200-2010 - BLEO - MATEF 1-4-1200-2010 - ADMIN - OFFIC 1-1-1100-1102 - HST RECEIVA	PARKS-BATTERIES HSTBIReb Tax Code TREASURER'S DESK HSTBIReb Tax Code OFFICE SUPPLIES-BINDE OFFICE SUPPLIES HSTBIReb Tax Code	22.17 2.45 1,114.26 123.08 61.42 131.70 21.33	24.62 1,237.34 214.45
				Payment Total:	1,476.41
25212 C1297163	12/6/2023	SPECTRUM TELECOM GROUP LTD 1-4-2000-2053 - FD - COMMUN 1-4-3101-2053 - J - COMMUNIC 1-1-1100-1102 - HST RECEIVA	TOWER RENTAL-FIRE & F TOWER RENTAL-FIRE & F HSTBIReb Tax Code	203.52 203.52 44.96	452.00
25213 2023 GRANT	12/6/2023	SILVER LAKE COTTAGE ASSOCIATION 1-4-1000-7500 - COUNCIL - RO	2023 PRIVATE ROAD GRA	2,873.83	2,873.83
25214 MCB 2023-08	12/6/2023	SMITH WAYNE C 1-4-5010-1010 - CEM - WAGES	MAG CEMETERY BOARD-	200.00	200.00
25215 2023 GRANT	12/6/2023	SILVERCLIFF LANE ROAD MAINTENANCE GROU 1-4-1000-7500 - COUNCIL - RO	2023 PRIVATE ROAD GRA	626.52	626.52
25216 2023 GRANT	12/6/2023	SIMMONS LAKE ROAD ASSOCIATION 1-4-1000-7500 - COUNCIL - RO	2023 PRIVATE ROAD GRA	817.20	817.20
25217 1470	12/6/2023	SAM'S COUNTRY CLEANING 1-4-3101-2400 - J - BUILDING 1-1-1100-1102 - HST RECEIVA	ROADS-OFFICE MAINTEN HSTBIReb Tax Code	53.42 5.91	59.33
25218 179129	12/6/2023	AJ STONE COMPANY LTD 1-4-2000-7130 - FD - EQUIPME 1-1-1100-1102 - HST RECEIVA	FD-PORTATANK REPAIR I HSTBIReb Tax Code	171.04 18.89	189.93
25219 104	12/6/2023	TED MCEWEN 1-4-2600-2015 - REC - EVENTS	MAG BUCKS	40.00	40.00
25220 103050	12/6/2023	TRI-CITY EQUIPMENT 1-4-3011-3015 - A - RENTED E 1-1-1100-1102 - HST RECEIVA	EXCAVATOR RENTAL-RO. HSTBIReb Tax Code	9,007.30 994.90	10,002.20
25221 100	12/6/2023	MIKE WEBSTER 1-4-2600-2015 - REC - EVENTS	MAG BUCKS	10.00	10.00
25222 2023 GRANT	12/6/2023	WHALLEY LAKE RD. WEST COTTAGERS 1-4-1000-7500 - COUNCIL - RO	2023 PRIVATE ROAD GRA	2,238.23	2,238.23
25223	12/6/2023	WHALLEY LAKE RD EAST COTTAGE OWNER'S			

Municipality of Magnetawan  
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COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
2023GRANT		1-4-1000-7500 - COUNCIL - RO	2023 PRIVATE ROAD GRA	1,062.36	1,062.36
<b>25224</b>	<b>12/6/2023</b>	<b>WOODLAND LANE ROAD ASSOCIATION</b>			
2023 GRANT		1-4-1000-7500 - COUNCIL - RO	2023 PRIVATE ROAD GRA	517.56	517.56
<b>25225</b>	<b>12/6/2023</b>	<b>YOUNG DEREK</b>			
20231110		1-4-2000-2010 - FD - MATERIA	DZ REIMBURSEMENT-FIR	23.75	23.75
				Total COMPUTER CHEQUE:	572,614.11

ONLINE BANKING

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>DEC. 15</b>	<b>12/15/2023</b>	<b>MUNISOFT</b>			
2023/24-03362		1-4-1300-1310 - TREAS - CONF	RECEIPTING TRAINING-S	178.08	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	19.67	197.75
<b>NOV. 20</b>	<b>11/20/2023</b>	<b>ROYAL BANK VISA EFT</b>			
462554		1-4-2017-2070 - TR517 - REPA	WINTER TIRES-FD	1,525.71	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	168.52	1,694.23
20231108		1-4-2000-2120 - FD - OFFICE	FD - OFFICE SUPPLIES, S	912.68	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	100.80	1,013.48
20231103		1-4-1300-2310 - TREAS - BANK	VISA SERVICE CHARGE	20.20	20.20
20231103		1-4-1300-2310 - TREAS - BANK	VISA SERVICE CHARGE	67.43	67.43
				Payment Total:	67.43
<b>NOV. 20</b>	<b>11/20/2023</b>	<b>ROYAL BANK VISA EFT</b>			
13		1-4-2600-2015 - REC - EVENTS	PARTY CITY-NYE GALA	308.47	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	34.07	342.54
NOVEMBER202		1-4-3101-2120 - J - OFFICE	ROADS INTERNET	101.71	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	11.23	112.94
20231027		1-4-1300-2310 - TREAS - BANK	VISA SERVICE CHARGE	13.82	13.82
353509894		1-4-1000-1310 - COUNCIL - CO	GOTO MEETING-MONTHL	26.46	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	2.92	29.38
0230843695		1-4-2600-2400 - REC - RECRE/	HOME DEPOT-PICKLEBAL	42.19	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	4.66	46.85
20231103		1-4-1300-2310 - TREAS - BANK	VISA SERVICE CHARGE	63.46	63.46
20231027		1-4-1300-2310 - TREAS - BANK	VISA SERVICE CHARGE	49.98	49.98
5006423843		1-4-2100-2010 - CBO - MATERI	MARKS - CBO SUPPLIES	102.22	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	11.29	113.51
131988		1-4-2100-1410 - CBO - TRAININ	CBO - HEALTH & SAFETY	693.14	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	76.56	769.70
3284228		1-4-2100-2010 - CBO - MATERI	CBO - OFFICE SUPPLIES,	134.03	
		1-1-1100-1102 - HST RECEIVA	HSTBIReb Tax Code	14.80	148.83
0064234		1-4-2600-2015 - REC - EVENTS	TREE LIGHTING-AMAZON	33.82	33.82
				Payment Total:	1,065.86
<b>NOV. 23</b>	<b>11/23/2023</b>	<b>RECEIVER GENERAL</b>			
NOV. 1-15/2023		1-2-1000-1047 - CPP PAYABLE	NOVEMBER 1-15/2023 PA'	577.72	
		1-2-1000-1048 - EI PAYABLE	NOVEMBER 1-15/2023 PA'	161.62	
		1-2-1000-1049 - INCOME TAX F	NOVEMBER 1-15/2023 PA'	1,012.78	1,752.12
NOV. 1-15/2023		1-2-1000-1047 - CPP PAYABLE	NOVEMBER 1-15/2023 PA'	3,941.40	
		1-2-1000-1048 - EI PAYABLE	NOVEMBER 1-15/2023 PA'	1,004.26	
		1-2-1000-1049 - INCOME TAX F	NOVEMBER 1-15/2023 PA'	8,745.87	13,691.53

**Municipality of Magnetawan**  
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**ONLINE BANKING**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
				Payment Total:	13,691.53
<b>NOV. 6</b>	<b>11/6/2023</b>	<b>RECEIVER GENERAL</b>			
OCT 1-15/2023		1-2-1000-1047 - CPP PAYABLE	OCTOBER 1-15/2023-PAYI	789.44	
		1-2-1000-1048 - EI PAYABLE	OCTOBER 1-15/2023-PAYI	231.19	
		1-2-1000-1049 - INCOME TAX F	OCTOBER 1-15/2023-PAYI	1,314.45	2,335.08
OCT. 1-15/2023		1-2-1000-1047 - CPP PAYABLE	OCTOBER 1-15/2023 - PA\	4,269.50	
		1-2-1000-1048 - EI PAYABLE	OCTOBER 1-15/2023 - PA\	1,298.23	
		1-2-1000-1049 - INCOME TAX F	OCTOBER 1-15/2023 - PA\	8,989.93	14,557.66
				Payment Total:	14,557.66
<b>NOV. 6</b>	<b>11/6/2023</b>	<b>WORKPLACE SAFETY &amp; INSURANCE BOARD - EF</b>			
1025893871		1-2-1000-1046 - WSIB PAYABL	WSIB REMITTANCE	356.44	356.44
<b>NOV. 9</b>	<b>11/9/2023</b>	<b>RECEIVER GENERAL</b>			
OCT 15-31/2023		1-2-1000-1047 - CPP PAYABLE	OCTOBER 15-31 2023-PA\	663.24	
		1-2-1000-1048 - EI PAYABLE	OCTOBER 15-31 2023-PA\	244.34	
		1-2-1000-1049 - INCOME TAX F	OCTOBER 15-31 2023-PA\	733.86	1,641.44
OCT. 15-31/2023		1-2-1000-1047 - CPP PAYABLE	OCTOBER 15-31/2023 PA\	4,154.54	
		1-2-1000-1048 - EI PAYABLE	OCTOBER 15-31/2023 PA\	1,229.06	
		1-2-1000-1049 - INCOME TAX F	OCTOBER 15-31/2023 PA\	9,161.66	14,545.26
				Payment Total:	14,545.26
				Total ONLINE BANKING:	53,597.45
				Total CURR:	626,211.56

Certified December 6, 2023

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Treasurer

## THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

### BY-LAW NO. 2023 –

#### Being a By-law respecting Construction, Demolition, Change of Use, Conditional Permits and Inspections

**WHEREAS** Section 7 of the Building Code Act, 1992, S.O. 1992, Chapter 23, as amended, empowers Council to pass certain By-laws respecting construction, demolition, change of use, conditional permits and inspections of same;

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

**1. SHORT TITLE**

This By-law may be cited as the “Building By-law”.

**2. DEFINITIONS**

2.1 In this By-law,

2.1.1 **Act** means the Building Code Act 1992, as amended, including amendments thereto.

2.1.2 **Abandoned Permits** means where an incomplete application remains incomplete for three (3) months or ninety (90) days without any attempt to complete the application.

2.1.3 **As Constructed Plans** means as constructed plans as defined in the Building code.

2.1.4 **Building** means a building as defined in Section 1(1) of the Act.

2.1.5 **Building Area** means the greatest horizontal area of a building within the outside surface of the exterior walls.

2.1.6 **Building Code** means the regulations made under Section 34 of the Act.

2.1.7 **Chief Building Official** means the Chief Building Official appointed by By-law of the Corporation of the Municipality of Magnetawan for the purposes of the enforcement of the Act.

2.1.8 **Construct** means construct as defined in Section 1(1) of the Act.

2.1.9 **Construction Revision** means revised drawings required as a result of inspection revealing construction that has not been carried out in accordance with the permit drawings.

2.1.10 **Corporation** means the Corporation of the Municipality of Magnetawan

2.1.11 **Demolish** means demolish as defined in Section 1(1) of the Act.

2.1.12 **Farm Building** means a farm building as defined in the Building Code.

2.1.13 **Building Inspector** means an inspector appointed by By-law of the Corporation of the Municipality of Magnetawan for the purposes of the enforcement of the Act.

2.1.14 **Owner** means the registered owner of the property and includes a lessee, mortgagee in possession, and the authorized agent in lawful control of the property.

- 2.1.15 **Permit** means written permission or written authorization from the Chief Building Official to perform work regulated by this By-law and the Act.
- 2.1.16 **Permit Holder** means the owner to whom a permit has been issued or where a permit has been transferred, the new owner to whom the permit has been transferred.
- 2.1.17 **Plumbing** means plumbing as defined in Section 1(1) of the Act.
- 2.1.18 **Re-inspection** means an inspection that is required due to the work subject to inspection not being completed at the time of the original request for inspection.
- 2.1.19 **Word – term not defined** meaning any word or term not defined in this By-law, that is defined in the Act or Building Code shall have the meaning ascribed to it in the Act or the Building Code.

**3. CLASSES OF PERMITS**

Classes of permits with respect to the construction, demolition and change of use of buildings and permit fees shall be as set out in Schedule A and B to this By-law.

**4. REQUIREMENTS FOR APPLICATIONS**

**4.1 THE APPLICATION**

To obtain a permit, the owner or an authorized agent by the owner shall file an application in writing by completing a prescribed form available at the municipal office or at the office of the Chief Building Official or from the Building Code website [www.obc.mah.gov.on.ca](http://www.obc.mah.gov.on.ca).

4.2 Where application is made for a building permit under Subsection 8(1) of the Act, the application shall:

- 4.2.1 Identify and describe in detail the work and the occupancy to be covered by the permit for which application is made.
- 4.2.2 Describe the land on which the work is to be done, by a description that will readily identify and locate the building lot.
- 4.2.3 Include a minimum of two sets of complete plans and specifications for the work to be covered by the permit and show the occupancy of all parts of the building.
- 4.2.4 State the valuation of the proposed work including materials and labour and be accompanied by the required fee.
- 4.2.5 State the names, addresses and telephone numbers of the owner and of the architect or engineer, where applicable, or other designer or contractor.
- 4.2.6 Be accompanied by a written acknowledgement of the owner that he has retained an architect or professional engineer to carry out the field review of the construction where required by the Building Code, and,
- 4.2.7 Be assigned by the owner or his or her authorized agent who shall certify the truth of the contents of the application.

4.3 Where application is made for a demolition permit under Subsection 8(1) of the Act, the application shall,

- 4.3.1 Contain the information required by clauses 4.1 to 4.2; and
  - 4.3.2 May be required to be accompanied by satisfactory proof that arrangements have been made with the proper authorities for the cutting off and plugging of all water, sewer, electric, telephone or other utilities and services.
- 4.4 Where application is made for a conditional permit under Subsection 8(3) of the Act, the application shall,
- 4.4.1 Contain the information required by clauses 4.2. to 4.2.7;
  - 4.4.2 Contain such other information, plans and specifications concerning the complete project as the Chief Building Official may require;
  - 4.4.3 State the reasons why the applicant believes that unreasonable delays in construction would occur if a conditional permit is not granted;
  - 4.4.4 State the necessary approvals, which must be obtained in respect of the proposed building and the timeline in which such approvals will be obtained;
  - 4.4.5 State the timeline in which plans and specifications of the complete building will be filed with the Chief Building Official.
  - 4.4.6 Review and sign a Conditional Permit Agreement as prescribed by the Chief Building Official.
- 4.5 Where application is made for a transfer of a permit under clause 7(h) of the Act because of change of ownership of the property, the owner shall file the following information,
- 4.5.1 The form prescribed by the Chief Building Official.
  - 4.5.2 The names and addresses of the former and new owner.
  - 4.5.3 The date that the property was transferred; and
  - 4.5.4 The confirmation of the continuation of or the particulars of any change in the arrangements for general review of the construction in accordance with Section 2.3., Design and General Review, of the Building Code.
- 4.6 **CHANGE IN USE PERMITS**
- Every applicant for a change of use permit issued under Subsection 10(1) of the Act shall be submitted to the Chief Building Official and shall:
- 4.6.1 Describe the building in which the occupancy is to be changed, by a description that will readily identify and locate the building;
  - 4.6.2 Identify and describe in detail the current and proposed occupancies of the building or part of a building for which the application is made;
  - 4.6.3 Include plans and specifications which show the current and proposed occupancy of all parts of the building, and which contain sufficient information to establish compliance with the requirements of the Building Code including floor plans, details of wall, ceiling and roof assemblies, identified required fire resistance ratings and load bearing capacities;

- 4.6.4 Be accompanied by the required fees;
- 4.6.5 State the name, address, and telephone number of the owner;  
and
- 4.6.6 Be signed by the owner or his or her authorized agent who shall certify the truth of the contents of the application.

**4.7 PLANS AND INSPECTIONS**

- 4.7.1 Sufficient information shall be submitted with each application for a permit to enable the Chief Building Official to determine whether or not the proposed construction, demolition or change of use will conform with the Act, the Building Code, and any other applicable law.
- 4.7.2 After the issuance of a permit under the Act, notice of any material change to a plan, specification, document, or other information on the basis of which is not to be made without written authorization of the Chief Building Official.
- 4.7.3 Each application shall, unless otherwise specified by the Chief Building Official, be accompanied by two (2) complete sets of plans and specifications required under this By-law.
- 4.7.4 Plans shall be drawn to scale on paper, cloth or other durable material shall be legible and without limiting the generality of the foregoing, shall include such works as set out in Schedule "C" to this By-law, unless otherwise specified by the Chief Building Official.
- 4.7.5 Site plans shall be accurately drawn to scale, and when required by the Chief Building Official to demonstrate compliance with the Act, the Building Code or other applicable law, a copy of a survey prepared by an Ontario Land Surveyor shall be submitted. Site plans shall show:
  - 4.7.5.1 Lot size and the dimensions of the property lines and setbacks to any existing or proposed buildings,
  - 4.7.5.2 Existing and finished ground levels or grades,
  - 4.7.5.3 Existing right-of-ways, easements, and municipal services where applicable.
- 4.7.6 Verification by an Ontario Land Surveyor of By-law compliance may be required before proceeding past foundation state, if required by the Chief Building Official.

**5. PAYMENT OF FEES**

- 5.1 Fees for a required permit shall be as set out in Schedule "B" to this By-law and are due and payable upon submission of an application for a permit.
- 5.2 Where the fees payable in respect of an application for a construction or demolition permit issued under Subsection 8(1) of the Act or a conditional permit under Subsection 8(3) of the Act are based on the cost of valuation of the proposed work, the cost of valuation of the proposed work shall mean the total



cost of all work regulated by the permit, including the cost of all material, labour, equipment, overhead and professional and related services, provided that where application is made for a conditional permit, fees shall be paid for the complete project.

- 5.3 The Chief Building Official may place a valuation on the cost of the proposed work for the purposes of establishing the permit fee, and where disputed the applicant shall pay the fee under protest and, within six (6) months of completion of the project, shall submit an audited statement of the actual costs and where the audited costs are determined to be less than the valuation, the Chief Building Official shall issue a refund.

6. **REFUNDS**

- 6.1 In the case of withdrawal of an application or the abandonment of all or a portion of the work or the non-commencement of any project, the Chief Building Official shall determine the amount of paid permit fees that may be refunded to the applicant, if any, in accordance with Schedule "D" attached to and forming part of this By-law. The Chief Building Official, in their sole discretion, may waive or lower fees in extenuating circumstances.

7. **PRESCRIBED NOTICES AND INSPECTIONS**

- 7.1 The owner or an authorized agent shall notify the Chief Building Official at least two (2) business days which does not include the day the notice was given to each stage of construction for which notice in advance is required under the Building Code. In addition to the prescribed notice contained in 1.2.5.1. Div C of the Building Code, notice of any solid fueled appliance rough-in 1.3.5.2.(1)(c) is also required. Notice of completion is also required in accordance with subsection 11(2) of the Building Code Act.
- 7.2 Notice may be given in one of the following ways:
- 7.2.1 Phone message at (705) 387-4029
  - 7.2.2 Fax at (705) 387-4875
  - 7.2.3 In person at the Municipality of Magnetawan Municipal Office
  - 7.2.4 By Email: cbo@magnetawan.com

8. **EQUIVALENTS / ALTERNATIVE SOLUTIONS**

The person proposing an alternative solution shall provide the documentation required by Section 2.1 Div. C of the Ontario Building Code.

9. **AS CONSTRUCTED PLANS**

The Chief Building Official may require that a set of plans of a building or any class of building as constructed be filed with the Chief Building Official on completion of construction under such conditions as may be prescribed in the Building Code.

10. **THE PENALTY CLAUSE**

Under Clause 36(1) of the Act, contravention of a By-law passed under the Act constitutes an offence, and subsections 36(3)-(5) of the Act provides penalties for this offence.

11. **REPEAL CLAUSE**

11.1 That By-law No. 2021-66 and any previously conflicting Bylaws are hereby repealed.

11.2 That any By-law or part of any By-law inconsistent with the provisions of this By-law, is hereby changed to remain consistent with this By-law.

12. **DATE AND EFFECT**

This By-law shall come into force and effect on the 1<sup>st</sup> day of January 2024.

13. **SCHEDULES ATTACHED**

Schedule A – Classes of Permits

Schedule B – Permit Fees

Schedule C – Application requirements

Schedule D – Refund of fees

Schedule E – Transfer Permit Application

**READ A FIRST, SECOND AND THIRD TIME**, passed, signed and the Corporate Seal attached hereto, this 6<sup>th</sup> day of December 2023.

**THE CORPORATION OF  
THE MUNICIPALITY OF MAGNETAWAN**

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Mayor

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CAO/Clerk

## SCHEDULE "A"

By-law 2023-

### CLASSES OF PERMITS

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1. **Building Permit**  
To be for the purpose of allowing the construction of a building, includes erection, installation, extension or material alteration or repair of a building and includes the installation of a building unit moved from elsewhere.
2. **Demolition Permit**  
For the demolition of all or part of a building.
3. **Conditional Permit**  
Pertains to construction only and may be issued only in accordance with Section 8(3) of the *Building Code Act*.
4. **Stage of Construction**  
For the purpose of allowing the commencement of construction of a building or part thereof and completion to a certain stage as permitted by such Permit and includes but is not limited to solid fuel burning appliances, heating, ventilation systems and air conditioning systems, or any part thereof.
5. **Designated Structure**  
To be for the purpose of constructing a designated structure as defined in the *Ontario Building Code*.
6. **Temporary Structure**  
To be issued as a Conditional Permit by the Chief Building Official
7. **Transfer Permit**  
To be issued to a new owner where ownership changes occur during or prior to the closing of any previously issued permit.
8. **Occupancy Permit**  
To allow occupancy of an unfinished building in accordance with the Building Code.
9. **Change of Use Permit**  
To comply with the requirements of Part 10 of the Building Code.

**SCHEDULE "B"**  
**By-law 2023 -**  
**PERMIT FEE SCHEDULE**

**Admin Fees  
(non-refundable)**

**Cost Guidelines**

\$150.00	+ \$15.00 per Thousand
\$200.00	+ \$15.00 per Thousand Conditional Building Permit
\$100.00	Change of Use Permit – Inspection fee only with no Building Permit Issued
\$100.00	Transfer Permit
\$100.00	Searching of Records
\$100.00	Compliance Letters
\$100.00	Re-inspection
\$75.00	Per page for review of revised plans or plans submitted with application and no permit issued
\$100.00	+\$50.00 per page for review of revised plans and/or documents to amend an existing Building Permit
\$200.00	Application fee for Alternative Solution Design
\$200.00	Special Inspection Fee to inspect buildings or structures where a request has been made for a final inspection or occupancy/use where the permit has been inactive for more than one year and/or to determine status of dormant files.
\$150.00	Orders Issued
\$2.00 - \$10.00 Printing of drawings (oversized per page – as determined by the CBO)	

**CONSTRUCTION COST GUIDELINES – cost per square foot of floor area**

**Residential Unit:**

Single Storey House	\$175.00 minimum per square foot
Two Storey House (1 <sup>st</sup> floor)	\$150.00 minimum per square foot
Each Additional Storey	\$ 75.00 minimum per square foot
Attached Garage	\$ 40.00 minimum per square foot

**Cottage / Recreational Dwelling:**

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

**Garage / Farm Buildings:**

Garage / Shed on Slab	\$40.00 minimum per square foot
Garage / Shed no floor	\$30.00 minimum per square foot

Barns / Outbuildings located on Assessed Farmlands	\$25.00 minimum per square foot
<b><u>Commercial – Industrial:</u></b> Based on cost price.....or	\$95.00 minimum per square foot
<b><u>Renovations:</u></b>	Based on cost price estimates
<b><u>Decks / Porches / Additions:</u></b>	\$50.00 per square foot
<b><u>Demolition Permits:</u></b>	\$15.00 minimum per square foot

Building without a permit – Construction started without a permit: fees are doubled or a minimum of \$1,500 whichever is greater.

**The cost construction guidelines are only a guideline. The Chief Building Official may place a valuation on the cost of the proposed work as per Section 5 of this Building By-law.**

**Residential:**

No permit is required for re-shingling a roof, and/or re-roofing with metal or metal siding.

No permit is required for a shed less than one hundred sixty-one (161) square feet provided that the principal structure is erected on the property or a permit for such structure has been issued. Lot coverage and setback distances for the Accessory Building must also comply with the Zoning By-law.

No Permit is required for a tent structure not exceeding six hundred forty-five (645) square feet.

\*Human habitation is not permitted.

**Commercial/Industrial:**

Permits are required for most renovations and construction. Please Contact the Building Department first before building or performing renovations.

**TO OBTAIN A BUILDING PERMIT**, it is necessary to first apply and receive the following:

1. Sewage system approval from the North Bay Mattawa Conservation Authority for buildings that require plumbing facilities.
2. An Entrance Permit or Culvert Permit from the Municipality if necessary.
3. An Entrance Permit or Building Permit from the Ministry of Transportation if the property fronts onto a Provincial Highway or Secondary Highway.
4. A legal Survey may be required if the survey stakes are not clearly visible to the Chief Building Official.

**SCHEDULE "C"**  
By-law 2023-

**REQUIRED PERMIT DRAWINGS**

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- 1. The Site Plan**
- 2. Floor Plans**
- 3. Foundation Plans**
- 4. Framing Plans**
- 5. Roof Plans**
- 6. Sections and Details**
- 7. Building Elevations**
- 8. Heating, Ventilation and Air Conditioning Drawings**
- 9. Plumbing Drawings**
- 10. Electrical Drawings**

**Note:**

The above-mentioned list of drawings should be used as a guide when preparing drawings for submission for a building permit, for a project designed under Part Nine of the Ontario Building Code that does not require professional design.

Any project that requires design by an Architect and/ or a Professional Engineer (Part Three Buildings, such as an assembly, institutional or large buildings over six hundred (600) square metres and multiple dwellings) will require more comprehensive drawings to illustrate compliance with the Ontario Building Code.

The Chief Building Official may specify that not all of the above-mentioned plans are required to accompany all applications for permits.

Check with the Chief Building Official for those required.

**SCHEDULE "D"**  
By-law 2023-

**REFUNDS**

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**Status of Permit Application Percentage of Fee Eligible for Refund**

1. Application filed, 75% refund maximum, no processing or review of plans submitted
2. Application filed, 50% refund maximum, where plans have been reviewed and/or permit is issued.
3. Application deemed to be abandoned, 50% refund maximum.

**NOTE:**

1. No refunds after any building inspections are carried out.
2. No refund will be given when the application for refund has not made within twelve (12) months of the issuance of permits.
3. No refund of the admin fee will be made.

**SCHEDULE "E"**  
By-law 2023-

**APPLICATION TO TRANSFER A BUILDING PERMIT**

**Building Permit No.** \_\_\_\_\_

**Original Applicant Name: (Print)** \_\_\_\_\_

**Address: (Print)**

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

**Permit Transferred To:**

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Print Address)

**Phone No. (Home)** \_\_\_\_\_

**Work No.** \_\_\_\_\_

I, the undersigned, understand that the transfer of a Permit shall not be deemed to be a waiver of any of the provisions of any By-laws or requirements under the Building Code Act, or Regulations made thereunder, notwithstanding anything included in or omitted from the plans or other materials filed in support of or in connection with the Building Permit.

I acknowledge that in the event that the permit is transferred, any changes to plans or specifications filed for the Building Permit, is prohibited, unless first authorized by the Chief Building Official, and such changes could result in an Order to Comply, and/or a charge being preferred, and a summons issued by the Provincial Court.

I acknowledge that in the event that the Chief Building Official seeks to enforce the provisions of the Building Code, its Regulations, or this by-law, with respect to the work to be done pursuant to the permit, I shall be responsible for compliance.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (Original Applicant)



Date

Signature (New owner)

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Date

Chief Building Official

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**BY-LAW NO. 2023 -**

**Being a By-law to Establish Fees, Charges and AMPS**

**WHEREAS** Section 391(1) of the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended, authorizes the Council of a local municipality to pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and for the use of its property including property under its control;

**AND WHEREAS** Section 69 of the *Planning Act, R.S.O. 1990, c. P. 13*, provides that the Council of a municipality may prescribe a tariff of fees for the processing of applications made in respect of planning matters;

**AND WHEREAS** Section 7 of the *Building Code Act, 1992, S.O. 1992, c. 23*, as amended, authorizes a municipal Council of a municipality to pass a by-law requiring the payment of fees on applications for and issuance of permits and prescribing the amounts thereof;

**AND WHEREAS** Pursuant to Section 270(1) of the *Municipal Act* the Council of the Corporation of the Municipality of Magnetawan provided notice in accordance with the Municipality of Magnetawan Provision of Notice Policy By-law 2016-12.

**AND WHEREAS** Council passed By-law 2023-32 to establish a system of Administrative Monetary Penalties (AMPS) for non-compliance with By-law for The Corporation of the Municipality of Magnetawan.

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

**1. GENERAL**

- 1.1.** Council hereby establishes the fees, charges, fines, and AMPS as set out in the Schedule A attached hereto and forming an integral part of this By-law.
- 1.2.** This By-law shall be known and may be cited as the "Municipality of Magnetawan Fees, Charges and AMPS By-law".
- 1.3.** The fees, charges, fines, and AMPS set out in the attached Schedule A shall be paid for the services or activities listed, and all fees are per occasion or request.
- 1.4.** No request by any person for any information, service, activity, or use of Municipal property will be provided unless and until the person requesting the information, service, activity, or use of Municipal property has paid the applicable fee in the prescribed amount as set out in

the Schedules.

**1.5.** The fees, charges, fines, and AMPS will be subject to Harmonized Sales Tax (HST), where applicable, as noted.

**1.6.** Any and/or all unpaid fees, charges, fines, and AMPS shall be added to the owner's tax account and collected in the same manner as taxes.

**2. SEVERABILITY**

If any provision or part of a provision of this by-law is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part, or inoperative in particular circumstances, the balance of the by-law, or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.

**3. CONFLICT WITH ANY OTHER BY-LAW**

In the event of any conflict between any provisions of this by-law and any other by-law heretofore passed, the provisions of this by-law shall prevail.

**4. REPEAL OF PREVIOUS BY-LAWS**

That By-law 2022-66 and any previously conflicting by-laws are hereby repealed.

**5. EFFECTIVE DATE**

This by-law shall take force and effect on the 1<sup>st</sup> day of January 2024.

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto, this 6<sup>th</sup> day of December 2023

**THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN**

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Mayor

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CAO/Clerk

**SCHEDULE "A" To By-law 2023—**

**ALL FEES, CHARGES, FINES AND AMPS ARE NON-REFUNDABLE  
ALL FEES, CHARGES FINES AND AMPS ARE SUBJECT TO APPLICABLE TAXES**

**COMMUNITY SERVICES –FACILITY SERVICES**

**Magnetawan Community Centre, Lion’s Pavilion & Ahmic Harbour Community Centre**

<b>Magnetawan Community Centre</b> A damage deposit fee of \$250 per event is required upon booking. Deposit less repair costs, if any, will be returned following post-rental inspection		<b>Monday to Thursday (per day)</b>	<b>Friday to Sunday (per day)</b>	<b>Friday 6 pm to Sunday 6 pm (weekend)</b>
Commercial/ *Non-Resident full day		\$170.00	\$195.00	\$390.00
Commercial/Non-Resident up to 4 hrs.		\$100.00	per day	\$120.00
Resident full day		\$120.00	\$145.00	\$290.00
Resident up to 4 hours		\$70.00	per day	\$90.00
**Non-profit full day		\$120.00	\$145.00	\$290.00
Non-profit up to 4 hours		\$70.00	per day	\$90.00
<b>Add-ons</b>				
Kitchen Rental (Not Available for Individual Rental)		\$75.00	\$85.00	\$140.00
Bar Rental		\$35.00	\$55.00	\$110.00
Set-up Fee (including tables, chairs, etc.)		\$150.00	per day	\$150.00
Coffee & Tea Set-Up (includes coffee/tea & supplies)		\$50.00	per day	\$50.00
<b>Ahmic Harbour Community Centre</b> A damage deposit fee of \$250 per event is required upon booking. Deposit less repair costs, if any, will be returned following post-rental inspection		<b>Monday to Thursday (per day)</b>	<b>Friday to Sunday (per day)</b>	<b>Friday 6 pm to Sunday 6 pm (weekend)</b>
Commercial/Non-Resident full day		\$120.00	\$145.00	\$290.00
Commercial/Non-Resident up to 4 hrs.		\$80.00	per day	\$95.00
Resident full day		\$90.00	\$110.00	\$220.00
Resident up to 4 hours		\$70.00	per day	\$90.00
Non-profit full day		\$90.00	\$110.00	\$220.00
Non-profit up to 4 hours		\$70.00	per day	\$80.00
<b>Add-ons</b>				
Set-up Fee (including tables, chairs, etc.)		\$150.00	per day	\$150.00
Coffee & Tea Set-up (includes coffee/tea & supplies)		\$50.00	per day	\$50.00
<b>Magnetawan Lions Pavilion</b> A damage deposit fee of \$250 per event is required upon booking. Deposit less repair costs, if any, will be returned following post-rental inspection		<b>Monday to Thursday (per day)</b>	<b>Friday to Sunday (per day)</b>	<b>Friday 6 pm to Sunday 6 pm (weekend)</b>
Commercial / Non-Resident full day		\$120.00	\$130.00	\$260.00
Commercial / Non-Resident up to 4 hrs.		\$80.00	per day	\$90.00
Commercial/ Non-Resident Hourly		\$35.00	per day	\$40.00
Resident full day		\$100.00	\$110.00	\$220.00
Resident up to 4 hours		\$70.00	per day	\$80.00

Resident Hourly	\$30.00	per day \$35.00
Non-profit full day	\$100.00	\$110.00 \$220.00
Non-profit up to 4 hours	\$70.00	per day \$80.00
Non-profit Hourly	\$30.00	per day \$40.00
Set-up Fee (tables, chairs, sports equipment, etc.)	\$50.00	per day \$50.00
<b>Additional Fees – all locations</b>		
Late Vacating Fee	\$50 per half hour, not including 10 min grace period for first ½ hour only.	
Host Liquor Liability Insurance (if qualified may be purchased)	\$50.00 per event	

*\*Non-Resident is defined as a person who does not either reside within the Municipality or does not pay property taxes to the Municipality.*

*\*Non-profit is defined as any recognized not-for-profit organization that does not gain any profit from its events.*

**CLERK'S OFFICE**

Fee Description	Fee
Photocopies per page (Black/White)	\$0.25
Photocopies per page (Colour)	\$0.50
Commissioning of Documents	No charge for Residents \$10.00 non-residents
Freedom of Information Requests	As Provided for under MFIPPA
Records Research: Retrieval, Research Subject & Refiling (Not under MFIPPA)	\$60.00/hr.
<b>Locks Passage:</b>	
Locks Daily Passage Fee	\$5.00
<b>Trailer License:</b>	
1 Year License (issued from May 1 <sup>st</sup> to November 30 <sup>th</sup> ) <i>please note a construction trailer license is a maximum of 18 months</i>	\$750.00 per year
Monthly License (maximum of 3 months)	\$150.00 per month
<b>Short Term Accommodation License</b>	
1 Year License (issued from January 1 <sup>st</sup> to December 31 <sup>st</sup> )	\$1,000 per year
<b>Books:</b>	
Nipissing Road Book	\$13.00
Historic Sites Book	\$5.00
Looking Back Book	\$25.00
All three Historic Books Package	\$35.00

**TREASURY/TAXES**

Fee Description	Fee
Tax Certificate	\$50.00
Returned Item (Cheque or EFT)	\$45.00
Assessment & Tax Rate Search / History	\$50.00 plus \$25.00 for each additional year

	prior to 2003)
Residential Property Information Report (combination of Building and Zoning)	\$200.00
Commercial Property Information Report (combination of Building and Zoning)	\$500.00
Tax Registration Admin Fee	\$250.00

**LANDFILL CHARGES & TIPPING FEES**

<b>Fee Description</b>	<b>Fee</b>
Replacement Landfill Card	\$10.00 and purchase of needed tags
Bag Tags (for waste only – not needed for recyclables)	\$2.00 each
<b>Large Items</b>	
Couches	\$30.00
Chairs	\$15.00
Mattress or Box Springs	\$30.00
Fridges/Freezers/AC	\$15.00
Campers/Boats	\$5.00 per foot
<b>Construction Waste</b>	
Pickup Truck, Van, or Single axle trailer	\$25.00
Single axle Truck	\$270.00
Tandem Truck 20-yard container	\$540.00
Tri-Axle Truck 40-yard container	\$1080.00
Tandem Axle Trailer	\$150.00
<b>Shingles</b>	
Pickup Truck or Van	\$65.00
Single Axle Trailer	\$125.00
Tandem Axle Trailer	\$540.00

**ADMINISTRATION FEES**

<b>Dog Licensing</b>	<b>Fee</b>
Service Animals	No Charge
Lifetime Dog Tag	\$10.00
Replacement Dog Tag	\$5.00
Kennel License	\$100.00 kennel + \$5.00 per annual dog tag
Replacement Kennel License	\$50.00 kennel
Impound Fee First Offence	\$100.00 + applicable fees as imposed by and payable to the Pound Keeper
Impound Fee Second Offence	\$150.00 + applicable fees as imposed by and payable to the Pound Keeper
Impound Fee Third Offence and each Subsequent Offence	\$200.00 + applicable fees as imposed by and payable to the Pound Keeper
Animal Control Service Fee	\$50.00 per hour (1 hour minimum)
<b>Refreshment Carts &amp; Vehicles</b>	<b>Resident</b> <b>Non-Resident</b>

Hawker/Peddler License	\$250.00	\$500.00
Hawker/Peddler Agent	\$50.00	\$250.00
Refreshment Vehicle or Carts		\$500.00
All other Businesses, Trades or Occupations		\$50.00
<b>Transient Trader</b>		
Door to Door Sales		\$250.00
All other Transient traders		\$500.00
<b>Other Administrative Fees</b>		<b>Fee</b>
Lottery license for Community Group		\$5.00
Application for Event Permit		\$200.00
Application for Multiple Event Permit		\$500.00
<b>By-law Enforcement Administration Fees</b>		<b>Fee</b>
By-law Administration Fee (includes frivolous/vexatious complaints/notices/complaint letters)		\$50.00 per hour
By-law Administration Fee (orders)		\$105.00 per hour
<b>Cemetery</b>		<b>Fee</b>
Plot		\$250.00
Plot Care & Maintenance (set by BAO)		\$290.00
Cremation Plot		\$175.00
Cremation Plot Care & Maintenance (set by BAO)		\$175.00
Niche Lot		\$600.00
Niche Lot Care & Maintenance		\$165.00
<b>Interments/Disinterment's</b>		<b>Fee</b>
Staking Fee		\$100.00
Disinterment Administration Fee (includes Staking Fee)		\$600.00
Interments and Disinterment Fees as per Third Party Contractor		Subject to Change
<b>Monument Care &amp; Maintenance + Staking Fee</b>		<b>Fee</b>
Staking Fee		\$100.00
Flat Marker (over 172 sq. inches)		\$100.00
Pillow Marker		\$200.00
Upright Monument (up to 4 feet high and 4 feet wide)		\$200.00
Upright Monument (over 4 feet high and 4 feet wide)		\$400.00
Lot Transfer Fee		\$100.00



**DEVELOPMENT SERVICES – PLANNING SERVICES**

<b>Planning Application</b>	<b>Fee</b>	<b>Deposit</b>
Applications for Consent	\$700.00	\$2,500.00
➤ Zoning By-law Amendment Subject to Consent	\$250.00	May be Required
➤ Site Plan Amendment Subject to Consent	\$125.00	May be Required
➤ Limited-Service Agreement Subject to Consent	\$125.00	May be Required
➤ Any Other Agreement Subject to Consent	\$125.00	May be Required
Zoning By-law Amendment Residential	\$500.00	\$2,000.00
Zoning By-law Amendment Commercial	\$1,000.00	\$3,000.00
Application for Road/Shore Allowance Closing: Cost of Lands are Subject to Appraised	\$500.00	\$2,500.00
Road Allowance Purchase Price	Appraised Value	No deposit
Shore Road Allowance Purchase Price	Appraised Value	No deposit
Stand Alone Agreements (Limited-Service Agreement/ Licensing Agreement to Maintain Roads/Any other Agreement re: Planning Applications)	\$250.00	\$1,000.00
Minor Variance Application	\$500.00	\$2,000.00
Official Plan Amendment Commercial	\$1,500.00	\$2,500.00
Official Plan Amendment Residential	\$1,000.00	\$1,500.00
Any other Property related By-law under the Planning Act (including Cost Acknowledgement, Deeming By-law, Temporary Use etc.)	\$500.00	\$1,000.00
Staff Pre-Consultation	\$250.00	No deposit
Planner Pre-Consultation Residential	\$50.00	\$750.00
Planner Pre-Consultation Commercial	\$50.00	\$1,000.00
Municipal Comment Form MNRF Work Permit	\$150.00	No deposit
Proposed Plan of Subdivision for Review	\$1,000.00	\$5,000.00
Review & Execution of a Proposed Subdivision Agreement	\$1,000.00	\$10,000.00
Administration Fee	5% of invoice	No deposit
Business Board Signs subject to Municipal Approval	<b>Resident</b>	<b>Non-Resident</b>
	No-Charge	\$75.00

**FIRE SERVICES**

[A description of the circumstances under which these fees may be charged is included in the Fire Department Establish and Regulate By-law]

<b>Equipment &amp; Staffing</b>	<b>Fee</b>
Apparatus (First Hour Full & Then Every Half Thereafter)	\$550.00 per hour
<b>Administration Costs</b>	<b>Fee</b>
Third Party Inspection	\$50.00 per inspection
Fire Inspection	\$100.00 per inspection
File Search	\$100.00 per search
Fire Report	\$100.00 per report
Attending a False Alarm	\$500.00

**Equipment Damage**

All equipment that is owned or contracted by the fire department that is damaged while the fire department is performing its duties will be billed at the replacement or repaired cost including all applicable taxes.

**TRANSPORTATION**

<b>Fee Description</b>	<b>Fee</b>	<b>Deposit</b>
Entrance Permit	\$100.00	\$500.00
Civic Address Sign, Post & Measurement	\$100.00	No deposit
Replacement Civic Address Sign	\$20.00	No deposit
Replacement Civic Address Post	\$20.00	No deposit
Letter of Suitable Location for Entrance	\$50.00	No deposit
Unassumed Road Allowance Improvement Agreement	\$250.00	\$1,000.00
Inquiries/Records Search (Road Access, Maintenance, Services)	\$30.00 per hour	No deposit
Road Use Permit	\$0.00-\$500.00	At the discretion of the Public works Superintendent
Damage to Municipal Property	Time and Material for replacement costs	No deposit



**The Corporation of the Municipality of Magnetawan  
FEES, CHARGES, FINES, AMPS By-law 2023-16  
Open Air Burning By-law**

<b>Item #</b>	<b>Short Form Wording</b>	<b>Provision Creating Or Defining Others</b>	<b>Set Fine</b>
1	Set or permit open air fire during prohibited hours	2.1	\$300.00
2	Set or permit open air fire contrary to general prohibition	2.2	\$500.00
3	Burning during fire ban	2.3	\$500.00
4	Set or permit a flying lantern	2.4	\$300.00
5	Failure to extinguish fire otherwise allowed under approval when ordered to do so	4.4	\$500.00
6	Failure to abide by fire danger rating recreational fire	5.1	\$300.00
7	Failure by owner to ensure compliance during recreational fire	5.2	\$500.00
8	Recreational burning of materials not permitted	5.4	\$500.00
9	Recreational burning in pit larger than permitted	5.5	\$300.00
10	Recreational fire of oversized wood	5.6	\$300.00
11	Recreational fire within 6 meters (19.5 ft.) of combustible structure	5.7	\$300.00
12	Recreational fire within 6 meters (19.5 ft.) of adjacent property	5.8	\$300.00
13	Recreational fire adversely affecting other persons	5.9	\$300.00
14	Failure to supervise recreational burning	5.10	\$300.00
15	Recreational fire without extinguishing provisions and devices	5.11	\$300.00
16	Failure to take reasonable precautions during recreational fire	5.12	\$300.00
17	Recreational fire during high winds or during smog advisory	5.13	\$300.00
18	Failure to extinguish fire or comply during recreational fire	5.15	\$500.00
19	Failure to abide by fire danger rating non-recreational fire	6.1	\$500.00
20	Failure by owner to ensure compliance during non-recreational fire	6.2	\$500.00
21	Non-recreational burning of materials not permitted	6.4	\$500.00
22	Non-recreational fire pile larger than permitted	6.5	\$300.00
24	Non-recreational fire within 15 meters (50 ft.) of combustible structure	6.6	\$300.00
25	Non-recreational fire within 15 meters (50 ft.) of adjacent property	6.7	\$300.00

26	Non-recreational fire adversely affecting other persons	6.8	\$300.00
27	Failure to supervise non-recreational burning	6.9	\$300.00
28	Non-recreational fire without extinguishing provisions and devices	6.10	\$300.00
29	Failure to take reasonable precautions during non-recreational fire	6.11	\$300.00
30	Non-recreational fire during high winds or during smog advisory	6.12	\$300.00
31	Failure to extinguish fire or comply during non-recreational fire	6.14	\$500.00
32	Failure to extinguish fire when ordered to do so	7.3	\$500.00
33	Hinder or obstruct any person exercising a power or performing a duty under this By-law	11.1	\$500.00

Note: The general penalty provisions for the offences listed above is section 10 of this By-law No. 2023-16, a certified copy of which has been filed.



**The Corporation of the Municipality of Magnetawan  
FEES, CHARGES, FINES, AMPS By-law 2023-28  
Road Fouling By-law**

Item	Short Word Form Wording	Provision Creating/Defining Offence	Set Fine
1	Crossing curbing, sidewalk, or paved boulevards	2.1	\$500
2	Spill or track building material, waste, or soil	2.4	\$300
3	Failure to remove any doorsteps, porches or other erections or things	3.1	\$500
4	Build/maintain fence – Obstruct or interfere with public travel	4.1	\$500
5	Failure to remove obstruction	4.2	\$500
6	Stop up public highway	4.3	\$500
7	Throw, place, deposit rubbish or animal carcass	5.1	\$500
8	Dump/dispose of waste on highway	5.2	\$500
9	Obstruct culvert or ditch	6.1	\$300

10	Dump sewage in culvert or ditch	6.2	\$500
11	Dump waste in culvert or ditch	6.3	\$300
12	Permit animal(s) to run at large/trespass on highway or bridge	7.1	\$500
13	Permit animal(s) to trespass on private property	7.3	\$500
14	Failure to remove excrement	7.2	\$500

**Note: The general penalty provision for the offences listed above is section 8.1 of By-law 2023-28, a certified copy of which has been filed.**



**Municipality of  
Magnetawan**

**The Corporation of the Municipality of Magnetawan  
FEES, CHARGES, FINES, AMPS By-law 2023-40  
Noise By-law**

<b>Item</b>	<b>Short Word Form Wording</b>	<b>Provision Creating/Defining Offence</b>	<b>Set Fine Within a Twelve (12) Month Period</b>
1	Making, creating, causing, or permitting any sound or noise causing a nuisance.	2.1	First Offence \$500 Second Offence \$750 Third Offence \$1,000
2	Noise or sound created by the use or operation of maintenance equipment after 11:00 pm or before 7:00 am	2.2	First Offence \$500 Second Offence \$750 Third Offence \$1,000

*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.*



**Municipality of  
Magnetawan**

**The Corporation of the Municipality of Magnetawan  
FEES, CHARGES, FINES, AMPS By-law 2023-45  
Dogs By-law**

ITEM	SHORT FORM WORDING	PROVISION CREATING/DEFINING OFFENCE	SET FINE
1	Owner Fail to purchase dog license	2.1	\$300.00
2	Fail to affix dog tag	2.5	\$300.00
3	Fail to notify Clerk or Animal Control Officer of changes to owner information	2.6	\$300.00
4	Allowing more than 4 dogs to reside in a residence	3.1	\$300.00/dog
5	Fail to remove excrement	3.2	\$300.00
6	Owner permit dog to run at large	3.4	\$300.00
7	Owner permit dog to trespass on private property	3.6	\$300.00
8	Owner permit persistent dog barking	3.7	\$300.00
9	Fail to leash dog in park or trail	3.8	\$300.00
10	Permit dog on or in water at Community Beach	3.9	\$300.00
11	Owner permit dog into Municipal facility or building	3.10	\$300.00
12	Fail to obey muzzle order	5.1	\$300.00
13	Operate kennel - no license	6.1	\$300.00

**NOTE: The general penalty provision for the offences listed above this section 7.1 and 7.4 of By-law 2023-45 a certified copy of which has been filed.**





**The Corporation of the Municipality of Magnetawan  
FEES, CHARGES, FINES, AMPS By-law 2023-46  
Trailer By-law**

<b>Item</b>	<b>Short Word Form Wording</b>	<b>Provision Creating/Defining Offence</b>	<b>Set Fine Within a Twelve (12) Month Period</b>
1	Trailer located, placed, or remained upon a lot without a license.	3.1	\$500
2	More than one trailer on lot.	3.2	\$500 per additional trailer
3	Buildings, Structures attached to trailer or placed within 1.2 metres of trailer.	3.3	\$500
4	Trailer located on lot not in compliance with setback requirements for a dwelling unit as set out in the Zoning By-law.	3.4	\$500
5	Trailer be used withing the permitted period (May 1 <sup>st</sup> to November 30 <sup>th</sup> ) without a license.	3.6	\$500
6	Trailer being used as a place for living, sleeping, or eating during the period commencing December 1 <sup>st</sup> of a calendar year and inclusive of April 30 <sup>th</sup> of the following calendar year.	3.7	\$500

*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.*



**The Corporation of the Municipality of Magnetawan  
FEES, CHARGES, FINES, AMPS By-law 2023-54  
License and Regulate the Use of Short-Term Accommodation Properties By-law**

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
11.1	Hinder/Obstruct an Officer while on duty	\$5000



**The Corporation of the Municipality of Magnetawan  
FEES, CHARGES, FINES, AMPS By-law 2023-XX  
Building By-law**

<b>COST GUIDELINES</b>	
\$150.00	+ \$15.00 per Thousand
\$200.00	+ \$15.00 per Thousand Conditional Building Permit
\$100.00	Change of Use Permit – Inspection fee only with no Building Permit Issued
\$100.00	Transfer Permit
\$100.00	Searching of Records
\$100.00	Compliance Letters
\$100.00	Re-inspection
\$75.00	Per page for review of revised plans or plans submitted with application and no permit issued
\$100.00	+\$50.00 per page for review of revised plans and/or documents to amend an existing Building Permit
\$200.00	Application fee for Alternative Solution Design
\$200.00	Special Inspection Fee to inspect buildings or structures where a request has been made for a final inspection or occupancy/use where the permit has been inactive for more than one year and/or to determine status of dormant files.
\$150.00	Orders Issued
\$2.00 - \$10.00	Printing of drawings (oversized per page – as determined by the CBO)
<b>CONSTRUCTION COST GUIDELINES – cost per square foot of floor area</b>	
<b>Residential Unit:</b>	
Single Storey House	\$175.00 minimum per square foot
Two Storey House (1 <sup>st</sup> floor)	\$150.00 minimum per square foot
Each Additional Storey	\$75.00 minimum per square foot
Attached Garage	\$40.00 minimum per square foot
<b>Cottage / Recreational Dwelling:</b>	
Dwelling with Basement	\$175.00 minimum per square foot
Dwelling on Piers / Frost Wall	\$125.00 minimum per square foot
Dwellings on Slab	\$125.00 minimum per square foot
Each Additional Storey	\$75.00 minimum per square foot
<b>Garage / Farm Buildings:</b>	
Garage / Shed on Slab	\$40.00 minimum per square foot
Garage / Shed no floor	\$30.00 minimum per square foot

Barns / Outbuildings located on Assessed Farm Lands	\$25.00 minimum per square foot
<b>Commercial – Industrial</b>	Based on cost price or \$95.00 minimum per square foot
<b>Renovations:</b>	Based on cost price estimates
<b>Decks / Porches / Additions:</b>	\$50.00 per square foot
<b>Demolition Permits:</b>	\$15.00 minimum per square foot

**Building without a permit – Construction started without a permit: fees are doubled or a minimum of \$1,500 whichever is greater.**

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**BY-LAW NO. 2023-**

**Being a By-law to confirm the proceedings of the of Council December 6, 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 6th day of December 2023.

**THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN**

\_\_\_\_\_  
Mayor

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