



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

**Wednesday, December 15, 2021**

**1:00 PM**

**Magnetawan Community Centre**

### **Page # OPENING BUSINESS**

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

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

- 11 2.1 Corporate Asset Management Program - Asset Management Plan 2021
- 89 2.2 Correspondence from Darroll Parsons Request Parkland Dedication Fee Consent Application  
194 Shadow's End Lane
- 90 2.3 Correspondence from Kevin Fleischmann Request Parking on Easement and Installation of  
Seasonal Dock
- 93 2.4 Correspondence from Matt Foulk Ghost Gravel Cycling Event August 2022
- 94 2.5 DRAFT Resolution Year End Motions
- 95 2.6 Mosey & Mosey, Group Benefits Program 2021 Renewal Rating
- 118 2.7 DRAFT Establish Remuneration for the Mayor and Members of Council By-law
- 119 2.8 Updated Grant Funding Spreadsheet

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

- 120 3.1 Town of Parry Sound POA Advisory Committee Minutes May 27, 2021
- 123 3.2 Central Almaguin Planning Board (CAPB) Minutes November 17, 2021
- 127 3.3 Almaguin Highlands Health Centre (AHC) Minutes December 3, 2021  
FYI DRAFT Almaguin Highlands Health Centre (AHC) Terms of Reference and DRAFT Motion  
Re: Increase Burk's Falls Catchment Area

### **CORRESPONDENCE**

- 139 4.1 Ministry of Infrastructure, Building Broadband Faster Act Guidelines and Regulations
- 141 4.2 OPP MPB Financial Services Unit, July to September 2021 Detachment Revenues
- 142 4.3 FONOM Resource Extraction Revenues with Northern Ontario Municipalities
- 143 4.4 FONOM Physician, Nurse and Health Care Professional shortage in Northern Communities
- 144 4.5 Ministry of Northern Development, Mines, Natural Resources and Forestry, Award of NORDS  
Grant Funding
- 146 4.6 Canadian Heritage, Award of Reopening Grant Funding
- 147 4.7 Ministry of Infrastructure, Redesign of The Ontario Community Infrastructure Fund (OCIF)  
and Award of Grant Funding
- 150 4.8 Christmas Holidays Poster
- 151 4.9 Magnetawan Lions' Pavilion Skating Hours Poster
- 152 4.10 ICYMI Council Highlights November 24, 2021

### **ACCOUNTS**

- 153 5.1 Accounts in the amount of \$490,670.41

**BY-LAWS**

- 172 6.1 Deeming Plan 319 Lot 18, 19 Richmond Street, Lots 18, 19 James Street and Lot 17 South Water Street - James
- 173 6.2 Establish Fees and Charges for 2022
- 181 6.3 Building By-law 2022
- 194 6.4 Establish Remuneration for the Mayor and Members of Council

**CONFIRMING BY-LAW AND ADJOURNMENT**

- 195 7.1 Confirm the Proceedings of Council and Adjourn



**COUNCIL MEETING MINUTES  
November 24, 2021  
10:00 am**

The meeting of the Council of the Corporation of the Municipality of Magnetawan was held at the Magnetawan Community Centre on Wednesday November 24, 2021 with the following present:

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

Staff: CAO/Clerk Kerstin Vroom and Deputy Clerk Planning and Development Nicole Gourlay present for the entire meeting.

Guest: Principal Planner Ecovue Consulting Kent Randall

**OPENING BUSINESS**

**1. Call to Order**

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

**2. Adoption of the Agenda**

*RESOLUTION 2021-331 Brunton-Smith*

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

*Carried.*

**3. Disclosure of Pecuniary Interest**

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

**CLOSED SESSION**

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

S. 239 (3.1) Education or Training

*RESOLUTION 2021-332 Smith-Brunton*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan moves to a closed session at 10:05 am pursuant to Section 239(2) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, Council shall proceed into Closed Session in order to address matters pertaining to:*

*S. 239 (3.1) Education or Training*

*Carried.*

*RESOLUTION 2021-333 Kneller-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan returns to open session at 11:55 am.*

*Carried.*

**CONFIRMING BY-LAW AND ADJOURNMENT**

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

*RESOLUTION 2021-334*

*BE IT RESOLVED this meeting is now adjourned at 12:00 pm to meet again on Wednesday November 24, 2021 at 1:00 pm.*

*Carried.*

Approved by:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

DRAFT



**COUNCIL MEETING MINUTES**  
**November 24, 2021**  
**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 November 24, 2021 with the following present:

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

Staff: CAO/Clerk Kerstin Vroom, Deputy Clerk Recreation and Communications Laura Brandt and Public Works Superintendent Scott Edwards were present for the entire meeting. Chief Building Official Tyler Irwin, Fire Chief Joe Readman, Deputy Clerk Planning and Development Nicole Gourley, and Parks and Maintenance Manager Steve Robinson were present for their respective sections in the meeting.

**OPENING BUSINESS**

**1.1 Call to Order**

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

**1.2 Adoption of the Agenda**

*RESOLUTION 2021-335-Brunton-Smith*

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

*Carried.*

**1.3 Disclosure of Pecuniary Interest**

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

**1.4 Adoption of the Previous Minutes**

*RESOLUTION 2021-336 Smith-Brunton*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the minutes of the October 13, 2021 Public Planning Meeting and November 3, 2021 meeting as copied and circulated.*

*Carried.*

**PUBLIC MEETING PURSUANT TO THE PLANNING ACT**

**DRAFT Zoning By-law Amendment Concession 8, Part Lot 12, PCL 17622 S/S – GLAD**

**RESOLUTION 2021-337 Kneller-Hetherington**

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

*Concession 8, Part Lot 12, PCL 17622 S/S Municipality of Magnetawan, (Roll: 4944 010 002 05310) – Glad/Young – Rezone from Agricultural Zone to the Rural Exception Zone.  
Carried.*

**RESOLUTION 2021-338 Brunton-Hetherington**

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

*Carried.*

**RESOLUTION 2021-339 Smith-Brunton**

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and approves the recommendations of Jamie Robinson, Planner MHBC, supporting the application for Zoning By-law Amendment for: Glad/Young Concession 8, Part Lot 12, PCL 17622 S/S Municipality of Magnetawan, (Roll: 4944 010 002 05318). The By-law on this matter will be passed later in the meeting.*

*Carried.*

**STAFF REPORTS, MOTIONS AND DISCUSSION**

**2.1 DRAFT Building Fees Schedule "B"**

**RESOLUTION 2021-340 Hetherington-Smith**

*NOW BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the DRAFT Building Fees Schedule "B" as presented and directs Staff to post notice as required and bring back the by-law for passing at the December meeting.*

*Carried.*

**2.2 DRAFT By-law Establish Fees and Charges**

**RESOLUTION 2021-341 Brunton-Kneller**

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the DRAFT Establish Fees and Charges as presented, amending if required, the Cemetery fees as per the recommendation of the Cemetery Board; and directs Staff to post notice as required and bring back the by-law for passing at the December meeting.*

*Carried.*

### **2.3 Draft Motion Hwy 520 Boat Ramp Replacement/Repair Options**

*RESOLUTION 2021-342 Smith-Kneller*

*WHEREAS the Council of the Municipality of Magnetawan receives the Draft report from Greener Earth Engineering & Design, Municipality of Magnetawan Hwy 520 Boat Ramp Replacement/Repair Options;*

*AND WHEREAS the Council of the Municipality of Magnetawan also receives the correspondence including costing for a "Honey Comb" boat ramp;*

*NOW THEREFORE BE IT RESOLVED the Council of the Municipality of Magnetawan directs Staff to move forward with option C Precast Slabs or Stone Base estimated cost \$80,000 - \$90,000.*

*Carried.*

### **2.4 Equipment Condition Spreadsheet**

*RESOLUTION 2021-343 Smith-Brunton*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the correspondence Equipment Condition Spreadsheet as presented for information only.*

*Carried.*

### **2.5 Discussion DRAFT Capital Budgets**

*RESOLUTION 2021-344 Brunton-Smith*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the correspondence Capital Budgets as presented and directs Staff to amend as required and include these capital items in the 2022 Draft Budget.*

*Deferred.*

### **2.6 DRAFT Motion Parkland Dedication Fee**

*RESOLUTION 2021-345 Hetherington-Kneller*

*WHEREAS, the Council of the Municipality of Magnetawan passed By-law 2021-49 being a By-law to prescribe parkland dedication or cash-in-lieu of parkland dedication within the Municipality of Magnetawan on September 22, 2021;*

*AND WHEREAS, applicants that have already received their support in principle resolution from the Council of the Municipality of Magnetawan which outlines they pay a 5% parkland dedication fee which is conflicting with the current bylaw;*

*NOW BE IT RESOLVED THAT, the Council of the Municipality of Magnetawan directs Staff to allow all applicants who have not paid their parkland dedication fee prior to September 22<sup>nd</sup> to pay the new flat fee of \$1,000 instead of the 5% value of the newly assessed lot which will consider that condition met.*

*Carried.*

### **2.7 Discussion on Christmas**

*RESOLUTION 2021-346 Brunton-Smith*

*WHEREAS the Council of the Municipality of Magnetawan appreciates its Staff and their great work throughout the year;*

*AND THEREFORE, approves a Christmas Bonus of a half day paid for the 24th, a staff luncheon and a turkey or ham for each department head, contract employee, and unionized employee for 2021.*

*Carried.*

**2.8 Discussion 2022 Council Meeting Dates**

*RESOLUTION 2021-347 Smith-Brunton*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and approves the DRAFT 2022 Council Meeting Dates as amended, meetings at 1:00 pm unless approved by Council to change the time at a prior meeting.*

*Carried.*

**2.9 DRAFT By-law Appoint a Municipal By-law Enforcement Officer**

*RESOLUTION 2021-348 Brunton-Smith*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the DRAFT Appoint a Municipal By-law Enforcement Officer Caitlin Deevey, as presented and the by-law on this matter will be passed later in the meeting.*

*Carried.*

**2.10 Report from Deputy Clerk Laura Brandt, 2021 Private Road Grant Program**

*RESOLUTION 2021-349 Brunton-Smith*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report from Deputy Clerk Laura Brandt, 2021 Private Road Grant Program, as presented and directs Staff to make a recommendation of an increase for the 2023 budget if an upward trend is evident.*

*Carried.*

**MUNICIPAL BOARDS AND COMMITTEE MINUTES**

**3.1 Central Almaguin Planning Board (CAPB) October 20, 2021**

**3.2 Town of Parry Sound EMS Advisory Committee October 28, 2021**

**3.3 Almaguin Highlands Health Centre November 5, 2021**

**3.4 District of Parry Sound Social Services Administration Board (DSSAB) Chief Administrative Officer's Report November 2021**

**3.5 Almaguin Community Economic Development (ACED) November 15, 2021**

*RESOLUTION 2021-350 Hetherington-Kneller*

*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 The Corporation of the City of Sarnia, Renovictions**

**4.2 2021 POA Summary of Operations**

**4.3 Correspondence from Municipal Property Assessment Corporation (MPAC), 2021 Fall Economic Statement**

**4.4 Correspondence from North Bay Parry Sound Health Unit, Public Health Funding for 2022**

**4.5 Correspondence from CUPE, OMERS Investment Performance**

**4.6 Remembrance Day Poster**

**4.7 New Public Art Mural Poster**

**4.8 Drop In Pickle Ball Tuesday**

**4.9 ICYMI Council Highlights November 03, 2021**



**4.10 Annual Christmas Tree Lighting Poster**

**4.11 Firefighter's Food Drive Poster**

*RESOLUTION 2021-351 Kneller-Brunton*

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

*Carried.*

Direction was given to Staff to send a \$200 donation to the Dunchurch/Magnetawan Legion for repairing and storing of the wreaths and to thank the Legion for their Remembrance Day Ceremony. Direction was also given to Staff to purchase a large memorial wreath and look into another way of honouring those who served. (banners)

*RESOLUTION 2021-352 Kneller-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan endorses and supports item 4.1 The Corporation of the City of Sarnia, "Renovictions".*

*Carried.*

**ACCOUNTS**

**5.1 Accounts in the amount of \$679,528.78**

*RESOLUTION 2021-353 Brunton-Smith*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the accounts in the amount of \$679,528.78 as presented.*

*Carried.*

**BY-LAWS**

**6.1 Zoning By-law Amendment Concession 8, Part Lot 12, PCL 17622 S/S - GLAD**

**6.2 Appoint a Municipal By-law Enforcement Officer**

*RESOLUTION 2021-354 Kneller-Hetherington*

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

*6.1 Zoning By-law Amendment Concession 8, Part 12, PCL 17622 S/S – GLAD*

*6.2 Appoint a Municipal By-law Officer Caitlin Deevey*

*Carried.*

**CLOSED SESSION**

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

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

*RESOLUTION 2021-355 Brunton-Smith*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan moves to a closed session at 2:05 pm pursuant to Section 239(2) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, Council shall proceed into Closed Session in order to address matters pertaining to:*

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

*Carried.*

*RESOLUTION 2021-356 Hetherington-Smith*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan returns to open session at 3:15 pm.*

*Carried.*

*RESOLUTION 2021-357 Brunton-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan ratifies the Memorandum of Settlement regarding the Collective CUPE Agreement dated October 12, 2021;*

*AND HEREBY, authorizes the Treasurer to adjust wages as per the Memorandum of Settlement.*

*Carried.*

**CONFIRMING BY-LAW AND ADJOURNMENT**

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

*RESOLUTION 2021-358 Smith-Kneller*

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

*AND FURTHER THAT, this meeting is now adjourned at 3:30 pm to meet again on Wednesday, December 15, 2021 at 1:00 pm at the call of the Chair.*

*Carried.*

Approved by:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**DRAFT**



**Municipality of  
Magnetawan**

# Corporate Asset Management Program

# Asset Management Plan

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Municipality of Magnetawan

2021

This Asset Management Program was prepared by:



Empowering your organization through advanced  
asset management, budgeting & GIS solutions

# Key Statistics

Replacement cost of  
asset portfolio

**\$49.1 million**

Replacement cost of  
infrastructure per household

**\$77,922 (2016)**

Percentage of assets in fair or  
better condition

**61%**

Percentage of assets with  
assessed condition data

**56%**

Annual capital  
infrastructure deficit

**\$600,000**

Recommended timeframe  
for eliminating annual  
infrastructure deficit

**15 Years**

Target reinvestment  
rate

**5.8%**

Actual reinvestment  
rate

**4.5%**

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# Executive Summary







Municipal infrastructure provides the foundation for the economic, social, and environmental health and growth of a community through the delivery of critical services. The goal of asset management is to deliver an adequate level of service in the most cost-effective manner. This involves the development and implementation of asset management strategies and long-term financial planning.

## Scope

This AMP identifies the current practices and strategies that are in place to manage public infrastructure and makes recommendations where they can be further refined. Through the implementation of sound asset management strategies, the Municipality can ensure that public infrastructure is managed to support the sustainable delivery of municipal services.

This AMP include the following asset categories:

### Asset Category

 Bridges & Culverts	 Vehicles
 Buildings	 Road Network
 Land Improvements	 Machinery & Equipment

With the development of this AMP the Municipality has achieved compliance with O. Reg. 588/17 to the extent of the requirements that must be completed by July 1, 2022. There are additional requirements concerning non-core assets, proposed levels of service, and growth that must be met by July 1, 2024 and 2025.

## Findings

The overall replacement cost of the asset categories included in this AMP totals \$49.1 million. 61% of all assets analysed in this AMP are in fair or better condition and assessed condition data was available for 56% of assets. For the remaining 44% of assets, assessed condition data was unavailable, and asset age was used to approximate condition – a data gap that is seen in most municipalities. Generally, age misstates the true condition of assets, making assessments essential to accurate asset management planning, and a recurring recommendation in this AMP.

The development of a long-term, sustainable financial plan requires an analysis of whole lifecycle costs. This AMP presents proactive life strategies for paved roads that the Municipality can consider for the lowest cost option to maintain levels of service. However, the financial analysis and recommendations are based on replacement only strategies for all assets, as this best reflects the Municipality's current approach to managing assets.

To meet capital replacement and rehabilitation needs for existing infrastructure, prevent infrastructure backlogs, and achieve long-term sustainability, the Municipality's average annual capital requirement totals \$2.8 million. Based on a historical analysis of sustainable capital funding sources, the Municipality is committing approximately \$2.2 million towards capital projects or reserves per year. As a result, there is currently an annual funding gap of \$600,000.

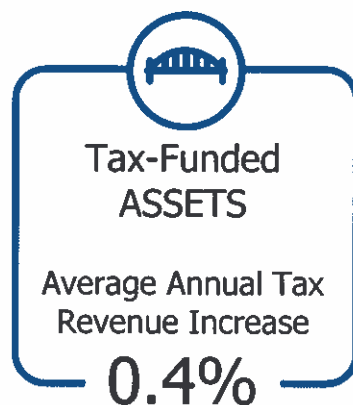
It is important to note that this AMP represents a snapshot in time and is based on the best available processes, data, and information at the Municipality. Strategic asset management planning is an ongoing and dynamic process that requires continuous improvement and dedicated resources.

Annual Increase Per Household to Fully Fund Infrastructure Needs



## Recommendations

A financial strategy was developed to address the annual capital funding gap. The following graphics shows annual tax change required to eliminate the Municipality's infrastructure deficit based on a 15-year plan:



Recommendations to guide continuous refinement of the Municipality's asset management program. These include:

- Ensure asset inventory contains the most up to date condition data
- Develop a condition assessment strategy with a regular schedule
- Review and refine the lifecycle strategies to realistically meet the constraints of the Municipality
- Implement risk-based decision-making in asset management planning and adjust models based on evolving understanding of priorities
- Development and regularly review short- and long-term plans to meet capital requirements
- Measure current levels of service and identify sustainable proposed levels of service

# 1 Introduction & Context

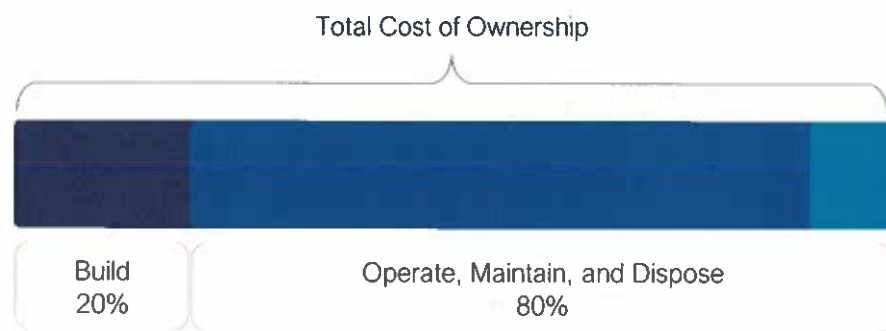
## Key Insights

- The goal of asset management is to minimize the lifecycle costs of delivering infrastructure services, manage the associated risks, while maximizing the value ratepayers receive from the asset portfolio
- The Municipality's asset management policy provides clear direction to staff on their roles and responsibilities regarding asset management
- An asset management plan is a living document that should be updated regularly to inform long-term planning
- Ontario Regulation 588/17 outlines several key milestone and requirements for asset management plans in Ontario between July 1, 2022, and 2025

# 1.1 An Overview of Asset Management

Municipalities are responsible for managing and maintaining a broad portfolio of infrastructure assets to deliver services to the community. The goal of asset management is to minimize the lifecycle costs of delivering infrastructure services, manage the associated risks, while maximizing the value ratepayers receive from the asset portfolio.

The acquisition of capital assets accounts for only 10-20% of their total cost of ownership. The remaining 80-90% derives from operations and maintenance. This AMP focuses its analysis on the capital costs to maintain, rehabilitate and replace existing municipal infrastructure assets.



These costs can span decades, requiring planning and foresight to ensure financial responsibility is spread equitably across generations. An asset management plan is critical to this planning, and an essential element of broader asset management program. The industry-standard approach and sequence to developing a practical asset management program begins with a Strategic Plan, followed by an Asset Management Policy and an Asset Management Strategy, concluding with an Asset Management Plan.

This industry standard, defined by the Institute of Asset Management (IAM), emphasizes the alignment between the corporate strategic plan and various asset management documents. The strategic plan has a direct, and cascading impact on asset management planning and reporting.

### 1.1.1 Asset Management Policy

An asset management policy represents a statement of the principles guiding the municipality's approach to asset management activities. It aligns with the organizational strategic plan and provides clear direction to municipal staff on their roles and responsibilities as part of the asset management program.

The Municipality adopted By-law No. 2019-43 "Being a By-law to Establish a Strategic Asset Management Policy" on June 26<sup>th</sup>, 2019, in accordance with Ontario Regulation 588/17.

The asset management plan considers, "With the exception of land, all assets meeting the single asset capitalization thresholds detailed in the Municipality's *PSAB 3150 Policies – Tangible Capital Asset Policies* will be included in the *Asset Management Plan*. This includes the Municipality's proportionate share of the assets of any shared or fully-controlled services."

### 1.1.2 Asset Management Strategy

An asset management strategy outlines the translation of organizational objectives into asset management objectives and provides a strategic overview of the activities required to meet these objectives. It provides greater detail than the policy on how the municipality plans to achieve asset management objectives through planned activities and decision-making criteria.

The Municipality's Asset Management Policy contains many of the key components of an asset management strategy and may be expanded on in future revisions or as part of a separate strategic document. The asset management plan strategically aligns with the Municipality's Official Plan, the Regional Economic Development Plan, Service Level Delivery Reviews, Municipality's Emergency Management Response Plan, and other related policies.

### 1.1.3 Asset Management Plan

The asset management plan (AMP) presents the outcomes of the municipality's asset management program and identifies the resource requirements needed to achieve a defined level of service. The AMP typically includes the following content:

- State of Infrastructure
- Asset Management Strategies
- Levels of Service
- Financial Strategies

The AMP is a living document that should be updated regularly as additional asset and financial data becomes available. This will allow the municipality to re-evaluate the state of infrastructure and identify how the organization's asset management and financial strategies are progressing.

## 1.2 Key Concepts in Asset Management

Effective asset management integrates several key components, including lifecycle management, risk management, and levels of service. These concepts are applied throughout this asset management plan and are described below in greater detail.

### 1.2.1 Lifecycle Management Strategies

The condition or performance of most assets will deteriorate over time. This process is affected by a range of factors including an asset's characteristics, location, utilization, maintenance history and environment. Asset deterioration has a negative effect on the ability of an asset to fulfill its intended function, and may be characterized by increased cost, risk and even service disruption.

To ensure that municipal assets are performing as expected and meeting the needs of customers, it is important to establish a lifecycle management strategy to proactively manage asset deterioration.

There are several field intervention activities that are available to extend the life of an asset. These activities can be generally placed into one of three categories: maintenance, rehabilitation, and replacement. The following table provides a description of each type of activity and the general difference in cost.

<b>Lifecycle Activity</b>	<b>Description</b>	<b>Example (Roads)</b>	<b>Cost</b>
Maintenance	Activities that prevent defects or deteriorations from occurring	Crack Seal	\$
Rehabilitation/ Renewal	Activities that rectify defects or deficiencies that are already present and may be affecting asset performance	Mill & Re-surface	\$\$
Replacement/ Reconstruction	Asset end-of-life activities that often involve the complete replacement of assets	Full Reconstruction	\$\$\$

Depending on initial lifecycle management strategies, asset performance can be sustained or improved through a combination of maintenance and rehabilitation, but at some point, replacement is required. Understanding what effect these activities will have on the lifecycle of an asset, and their cost, will enable staff to make better recommendations.

The Municipality's approach to lifecycle management for the Road Network category, and Bridges & Culverts category are described within each asset category outlined in this AMP. Developing and implementing a proactive lifecycle strategy will help staff to determine which activities to perform on an asset and when they should be performed to maximize useful life at the lowest total cost of ownership.

## 1.2.2 Risk Management

Municipalities generally take a 'worst-first' approach to infrastructure spending. Rather than prioritizing assets based on their importance to service delivery, assets in the worst condition are fixed first, regardless of their criticality. However, not all assets are created equal. Some are more important than others, and their failure or disrepair poses more risk to the community than that of others. For example, a road with a high volume of traffic that provides access to critical services poses a higher risk than a low volume rural road. These high-value assets should receive funding before others. When limited funds are available, such as eliminating the infrastructure backlog, risk can be useful to prioritize and ensure funds are managed in a way that minimizes risk.

By identifying the various impacts of asset failure and the likelihood that it will fail, risk management strategies can identify critical assets, and determine where maintenance efforts, and spending, should be focused.

This AMP includes a high-level evaluation of asset risk and criticality. Each asset has been assigned a probability of failure score and consequence of failure score based on available asset data. These risk scores can be used to prioritize maintenance, rehabilitation, and replacement strategies for critical assets.

## 1.2.3 Levels of Service

A level of service (LOS) is a measure of what the Municipality is providing to the community and the nature and quality of that service. Within each asset category in this AMP, technical metrics and qualitative descriptions that measure both technical and community levels of service have been established and measured as data is available.

These measures include a combination of those that have been outlined in O. Reg. 588/17 in addition to performance measures identified by the Municipality as worth measuring and evaluating. The Municipality measures the level of service provided at two levels: Community Levels of Service, and Technical Levels of Service.

### High-Level Service Indicators

While community and technical levels of service provide a description of the service provided or performance metrics, these do not always provide a clear, concise illustration of how the competing demands of fiscal constraints, performance, and risk is managed. Measuring and



Evaluating levels of service is a matter of finding a balance between three key indicators: cost, performance, and risk. This balance will inform the high-level decisions of the municipality to key decisions, such as whether it is acceptable to take on more costs to achieve better performance. Ultimately, these key indicators will be supplemented by the community and technical levels of service for further context of service provisions. The criteria for the high-level service indicators are described in the following table:

Indicator	Metric	Measurement
Cost	Annual Average Capital Invested	Annual funding available for each asset category derived from sustainable sources
	Average Annual Capital Required	Annual funding required to sustain and renew the current asset portfolio
Performance	Overall Condition	% of assets in very good, good, fair, poor, and very poor condition
Risk	Overall Risk Distribution	% of assets in very low, low, moderate, high, and very high state of risk

**Community Levels of Service**

Community levels of service are a simple, plain language description or measure of the service that the community receives. For core asset categories (Roads, Bridges & Culverts, Water, Wastewater, Stormwater) the Province, through O. Reg. 588/17, has provided qualitative descriptions that are required to be included in this AMP. For non-core asset categories, the Municipality has determined the qualitative descriptions that will be used to determine the community level of service provided. These descriptions can be found in the Levels of Service subsection within each asset category.

## Technical Levels of Service

Technical levels of service are a measure of key technical attributes of the service being provided to the community. These include mostly quantitative measures and tend to reflect the impact of the municipality's asset management strategies on the physical condition of assets or the quality/capacity of the services they provide.

For core asset categories (Roads, Bridges & Culverts, Water, Wastewater, Stormwater) the Province, through O. Reg. 588/17, has provided technical metrics that are required to be included in this AMP.

## Current and Proposed Levels of Service

This AMP focuses on measuring the current level of service provided to the community. Once current levels of service have been measured, the Municipality plans to establish proposed levels of service over a 10-year period, in accordance with O. Reg. 588/17.

Proposed levels of service should be realistic and achievable within the timeframe outlined by the Municipality. They should also be determined with consideration of a variety of community expectations, fiscal capacity, regulatory requirements, corporate goals, and long-term sustainability. Once proposed levels of service have been established, and prior to July 2025, the Municipality must identify a lifecycle management and financial strategy which allows these targets to be achieved.

# 1.3 Ontario Regulation 588/17

As part of the *Infrastructure for Jobs and Prosperity Act, 2015*, the Ontario government introduced Regulation 588/17 - Asset Management Planning for Municipal Infrastructure (O. Reg 588/17). Along with creating better performing organizations, more liveable and sustainable communities, the regulation is a key, mandated driver of asset management planning and reporting. It places substantial emphasis on current and proposed levels of service and the lifecycle costs incurred in delivering them.

The diagram below outlines key reporting requirements under O. Reg 588/17 and the associated timelines.



### 1.3.1 O. Reg. 588/17 Compliance Review

The following table identifies the requirements outlined in Ontario Regulation 588/17 for municipalities to meet by July 1, 2022. Next to each requirement a page or section reference is included in addition to any necessary commentary.

<b>Requirement<sup>1</sup></b>	<b>O. Reg. Section</b>	<b>AMP Section Reference</b>	<b>Status</b>
Summary of assets in each category	S.5(2), 3(i)	4.1.1 - 5.2.1	Complete
Replacement cost of assets in each category	S.5(2), 3(ii)	4.1.1 - 5.2.1	Complete
Average age of assets in each category	S.5(2), 3(iii)	4.1.3 - 5.2.3	Complete
Condition of core assets in each category	S.5(2), 3(iv)	4.1.2 - 5.2.2	Complete
Description of municipality's approach to assessing the condition of assets in each category	S.5(2), 3(v)	4.1.2 - 5.2.2	Complete
Current levels of service in each category	S.5(2), 1(i-ii)	4.1.6 - 5.2.6	Complete for Core Assets Only
Current performance measures in each category	S.5(2), 2	4.1.6 - 5.2.6	Complete for Core Assets Only
Lifecycle activities needed to maintain current levels of service for 10 years	S.5(2), 4	4.1.4 - 5.2.4	Complete
Costs of providing lifecycle activities for 10 years	S.5(2), 4	Appendix A	Complete
Growth assumptions	S.5(2), 5(i-ii) S.5(2), 6(i-vi)	6.1-6.2	Complete

<sup>1</sup> The 2022 requirements apply to core assets only, which are the roads and bridges and culverts. In 2024 and 2025 these requirements will be extended to all assets.

# 2 Scope and Methodology

## Key Insights

- This asset management plan includes 6 tax-funded asset categories
- The source and recency of replacement costs impacts the accuracy and reliability of asset portfolio valuation
- Accurate and reliable condition data helps to prevent premature and costly rehabilitation or replacement and ensures that lifecycle activities occur at the right time to maximize asset value and useful life

## 2.1 Asset categories included in this AMP

This asset management plan for the Municipality of Magnetawan is produced in compliance with Ontario Regulation 588/17. The July 2022 deadline under the regulation—the first of three AMPs—requires analysis of only core assets (roads, bridges & culverts, water, wastewater, and stormwater).

The AMP summarizes the state of the infrastructure for the Municipality’s asset portfolio, establishes current levels of service and the associated technical and customer oriented key performance indicators (KPIs), outlines lifecycle strategies for optimal asset management and performance, and provides financial strategies to reach sustainability for the asset categories listed below.

Asset Category	Source of Funding
Road Network	Tax Levy
Bridges & Culverts	
Buildings	
Machinery & Equipment	
Vehicles	
Land Improvements	

## 2.2 Deriving Replacement Costs

There are a range of methods to determine the replacement cost of an asset, and some are more accurate and reliable than others. This AMP relies on two methodologies:

- **User-Defined Cost and Cost/Unit:** Based on costs provided by municipal staff which could include average costs from recent contracts; data from engineering reports and assessments; staff estimates based on knowledge and experience
- **Cost Inflation/CPI Tables:** Historical cost of the asset is inflated based on Consumer Price Index or Non-Residential Building Construction Price Index

User-defined costs based on reliable sources are a reasonably accurate and reliable way to determine asset replacement costs. Cost inflation is typically used in the absence of reliable replacement cost data. It is a reliable method for recently purchased and/or constructed assets where the total cost is reflective of the actual costs that the Municipality incurred. As assets age, and new products and technologies become available, cost inflation becomes a less reliable method.

## 2.3 Estimated Useful Life and Service Life Remaining

The estimated useful life (EUL) of an asset is the period over which the Municipality expects the asset to be available for use and remain in service before requiring replacement or disposal. The EUL for each asset in this AMP was assigned according to the knowledge and expertise of municipal staff and supplemented by existing industry standards when necessary.

By using an asset's in-service data and its EUL, the Municipality can determine the service life remaining (SLR) for each asset. Using condition data and the asset's SLR, the Municipality can more accurately forecast when it will require replacement. The SLR is calculated as follows:

$$\text{Service Life Remaining (SLR)} = \text{In Service Date} + \text{Estimated Useful Life (EUL)} - \text{Current Year}$$

## 2.4 Reinvestment Rate

As assets age and deteriorate they require additional investment to maintain a state of good repair. The reinvestment of capital funds, through asset renewal or replacement, is necessary to sustain an adequate level of service. The reinvestment rate is a measurement of available or required funding relative to the total replacement cost.

By comparing the actual vs. target reinvestment rate the Municipality can determine the extent of any existing funding gap. The reinvestment rate is calculated as follows:

$$\text{Target Reinvestment Rate} = \frac{\text{Annual Capital Requirement}}{\text{Total Replacement Cost}}$$

$$\text{Actual Reinvestment Rate} = \frac{\text{Annual Capital Funding}}{\text{Total Replacement Cost}}$$

## 2.5 Deriving Asset Condition

An incomplete or limited understanding of asset condition can mislead long-term planning and decision-making. Accurate and reliable condition data helps to prevent premature and costly rehabilitation or replacement and ensures that lifecycle activities occur at the right time to maximize asset value and useful life.

A condition assessment rating system provides a standardized descriptive framework that allows comparative benchmarking across the Municipality's asset portfolio. The table below outlines the condition rating system used in this AMP to determine asset condition. This rating system is aligned with the Canadian Core Public Infrastructure Survey which is used to develop the Canadian Infrastructure Report Card. When assessed condition data is not available, service life remaining is used to approximate asset condition.

Condition	Description	Criteria	Service Life Remaining (%)
Very Good	Fit for the future	Well maintained, good condition, new or recently rehabilitated	80-100
Good	Adequate for now	Acceptable, generally approaching mid-stage of expected service life	60-80
Fair	Requires attention	Signs of deterioration, some elements exhibit significant deficiencies	40-60
Poor	Increasing potential of affecting service	Approaching end of service life, condition below standard, large portion of system exhibits significant deterioration	20-40
Very Poor	Unfit for sustained service	Near or beyond expected service life, widespread signs of advanced deterioration, some assets may be unusable	0-20

The analysis in this AMP is based on assessed condition data only as available. In the absence of assessed condition data, asset age is used as a proxy to determine asset condition. Appendix D includes additional information on the role of asset condition data and provides basic guidelines for the development of a condition assessment program.



# 3

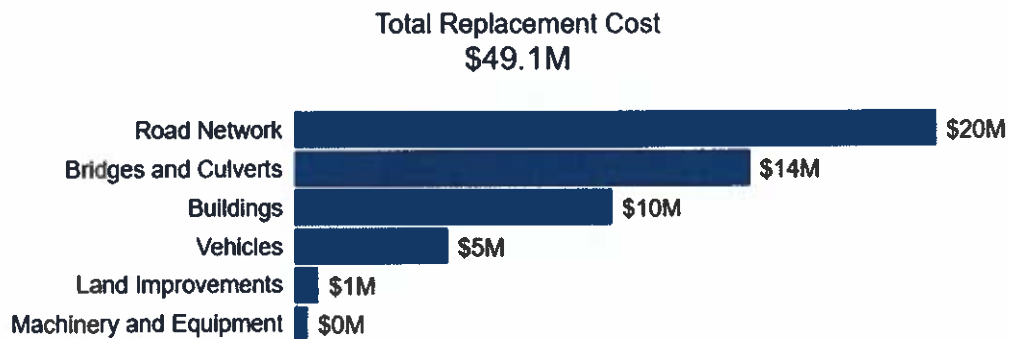
## Portfolio Overview

### Key Insights

- The total replacement cost of the Municipality's asset portfolio is \$49.1 million
- The Municipality's target re-investment rate is 5.78%, and the actual re-investment rate is 4.49%, contributing to an expanding infrastructure deficit
- 61% of all assets are in fair or better condition
- 68% of assets are projected to require replacement in the next 10 years
- Average annual capital requirements total \$2.2 million per year across all assets

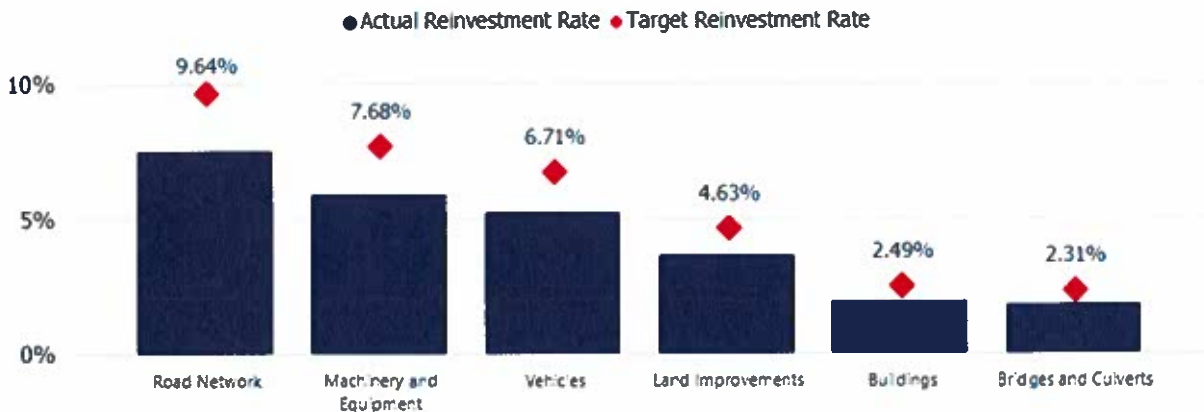
# 3.1 Total Replacement Cost of Asset Portfolio

The asset categories analyzed in this AMP have a total replacement cost of \$49.1 million based on inventory data from 2020. This total was determined based on a combination of user-defined costs and historical cost inflation. This estimate reflects replacement of historical assets with similar, not necessarily identical, assets available for procurement today.



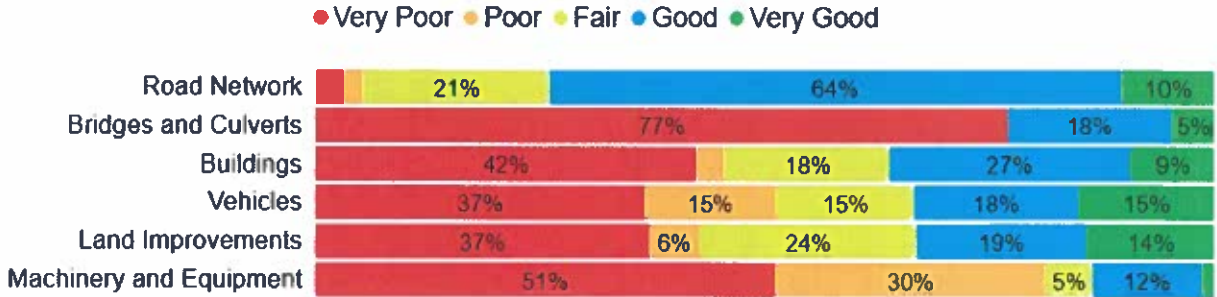
# 3.2 Target vs. Actual Reinvestment Rate

The graph below depicts funding gaps or surpluses by comparing target vs actual reinvestment rate. To meet the long-term replacement needs, the Municipality should be allocating approximately \$2.8 million annually, for a target reinvestment rate of 5.78%. Actual annual spending on infrastructure totals approximately \$2.2 million, for an actual reinvestment rate of 4.49%.



### 3.3 Condition of Asset Portfolio

The current condition of the assets is central to all asset management planning. Collectively, 22% of assets in Magnetawan are in fair or better condition. This estimate relies on both age-based and field condition data.

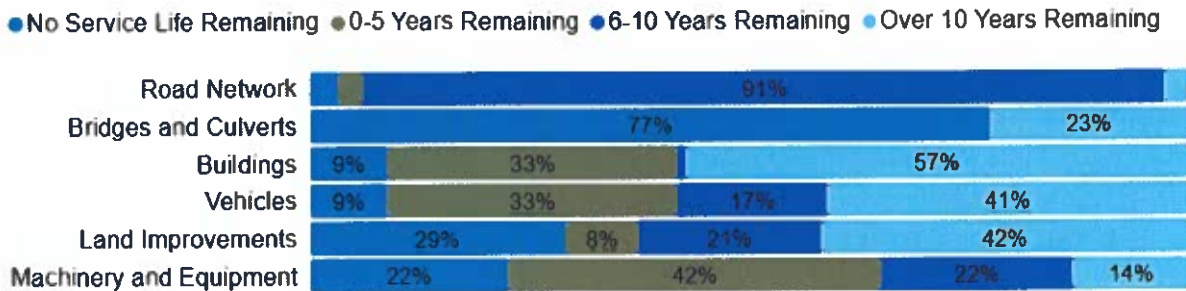


This AMP relies on assessed condition data for 56% of assets; for the remaining portfolio, age is used as an approximation of condition. Assessed condition data is invaluable in asset management planning as it reflects the true condition of the asset and its ability to perform its functions. The table below identifies the source of condition data used throughout this AMP.

Asset Category	Asset Segment	% of Assets with Assessed Condition	Source of Condition Data
Road Network	Paved Roads	94%	2020 Roads Needs Study
Bridges & Culverts	Bridges	0%	N/A
	Structural Culverts	0%	N/A
Buildings	All	16%	Staff Assessments
Machinery & Equipment	All	25%	Staff Assessments
Vehicles	All	80%	Staff Assessments
Land Improvements	All	0%	N/A

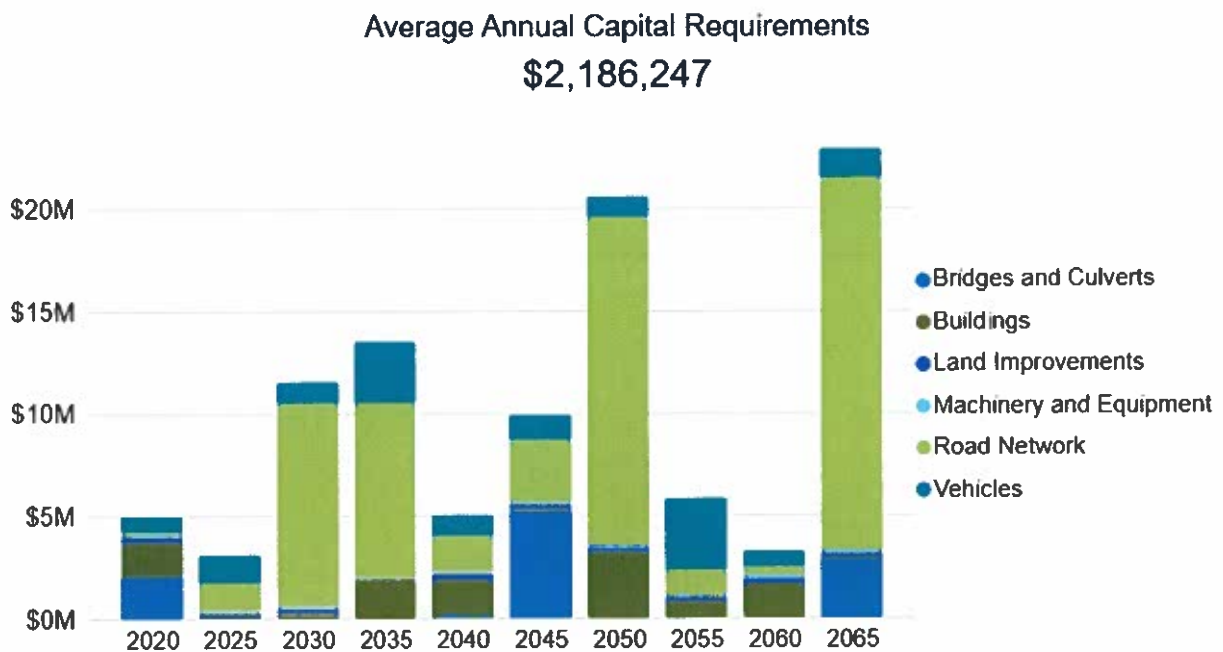
### 3.4 Service Life Remaining

Based on asset age, available assessed condition data and estimated useful life, 68% of the Municipality's assets will require replacement within the next 10 years. Capital requirements over the next 10 years are identified in Appendix A.



### 3.5 Forecasted Capital Requirements

The development of a long-term capital forecast should include both asset rehabilitation and replacement requirements. With the development of asset-specific lifecycle strategies that include the timing and cost of future capital events, the Municipality can produce an accurate long-term capital forecast. The following graph identifies capital requirements over the next 50 years.



# 4 Analysis of Tax-funded Assets

## Key Insights

- Tax-funded assets are valued at \$49 million
- 22% of tax-funded assets are in fair or better condition
- The average annual capital requirement to sustain the current level of service for tax-funded assets is approximately \$2.2 million
- Critical assets should be evaluated to determine appropriate risk mitigation activities and treatment options through Staff experience or third-party expertise

## 4.1 Road Network

The Road Network is a critical component of the provision of safe and reliable transportation services and represents the highest value asset category in the Municipality's asset portfolio. It includes all municipally owned and maintained roadways in addition to supporting roadside infrastructure including guardrails and streetlights. Sidewalks are managed through Parks staff.

The Municipality's roads are maintained by the Public Works & Parks Staff who are also responsible for winter snow clearing, ice control and snow removal operations.

### 4.1.1 Asset Inventory & Replacement Cost

The table below includes the quantity, replacement cost method and total replacement cost of each asset segment in the Municipality's Road Network inventory.

Asset Segment	Quantity	Replacement Cost Method	Total Replacement Cost
Guardrails	0.8 km	User-Defined Cost	\$8,459
HCB Roads	1.6 km	User-Defined Cost	\$960,000
LCB Roads	52.4 km	User-Defined Cost	\$18,350,500
Sidewalks	0.8 km	User-Defined Cost	\$179,186
Street Lights	24	89% User-Defined Cost and 11% CPI Tables	\$174,190
			<b>\$19,672,335</b>

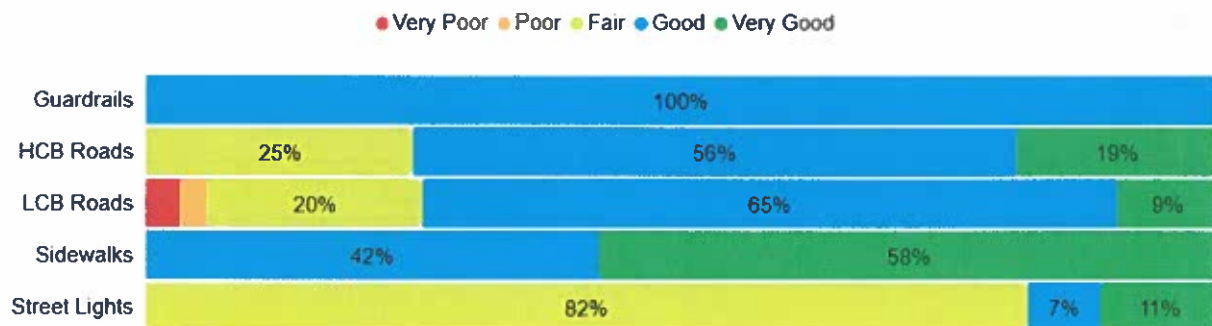
Total Replacement Cost  
\$19.7M



## 4.1.2 Asset Condition

The table below identifies the current average condition and source of available condition data for each asset segment. The Average Condition (%) is a weighted value based on replacement cost. Overall, the road network is in Good condition

Asset Segment	Average Condition (%)	Average Condition Rating	Condition Source
Guardrails	80%	Very Good	2020 Roads Needs Study
HCB Roads	63%	Good	2020 Roads Needs Study
LCB Roads	64%	Good	2020 Roads Needs Study
Sidewalks	78%	Good	Age-based
Street Lights	49%	Fair	Age-based
	<b>64%</b>	<b>Good</b>	94% Assessed



### Current Approach to Condition Assessment

Accurate and reliable condition data allows staff to more confidently determine the remaining service life of assets and identify the most cost-effective approach to managing assets. The following describes the municipality's current approach:

- Magnetawan has completed roads needs studies in the past, most recently completed in 2020. These documents provide a detailed, inspection-based, recording of condition and defects of the road. The Municipality is considering a suitable interval for completing these studies going forward.

- Required road patrols are conducted. Staff are informed by complaints and have knowledge of problem areas due to road patrols and maintenance. Staff take notes and outline deficiencies, which are used to inform the capital program year to year.

### 4.1.3 Estimated Useful Life & Average Age

The Estimated Useful Life for Road Network assets has been assigned according to a combination of established industry standards and staff knowledge. The Average Age of each asset is based on the number of years each asset has been in-service. Finally, the Average Service Life Remaining represents the difference between the Estimated Useful Life and the Average Age, except when an asset has been assigned an assessed condition rating. Assessed condition may increase or decrease the average service life remaining. A negative value for the average service life remaining indicates that an asset is beyond its useful life but is still functioning because of the lifecycle activities being completed.

Asset Segment	Estimated Useful Life (Years)	Average Age (Years)	Average Service Life Remaining (Years)
Guardrails	75 Years	7.5	59
HCB Roads	20 Years	11.0	10.8
LCB Roads	10 Years	11.1	7.1
Sidewalks	40 Years	9.0	31.0
Street Lights	20 – 40 Years	5.9	29.1
		<b>10.0</b>	<b>12.9</b>



Each asset's Estimated Useful Life should be reviewed periodically by Staff to determine if third party review is required to better align with the observed length of service life for each asset type.

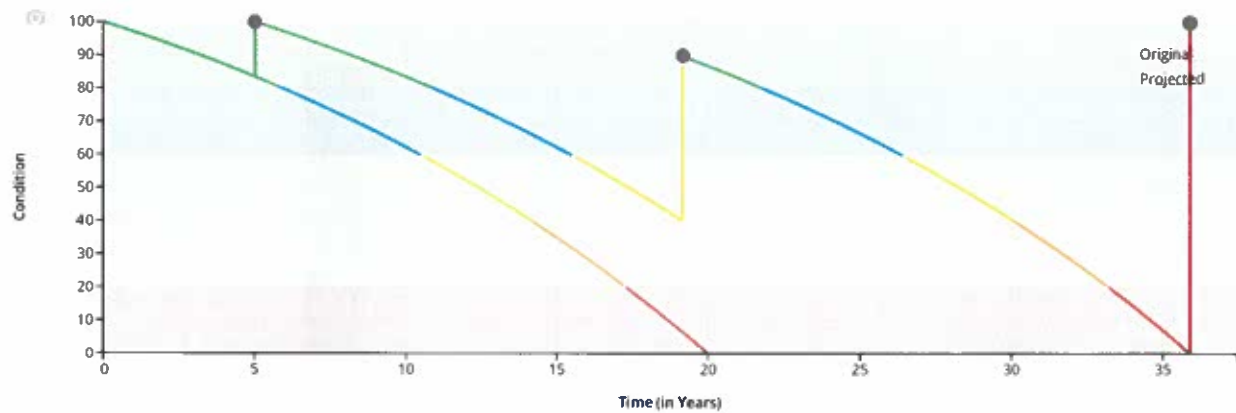


### 4.1.4 Lifecycle Management Strategy

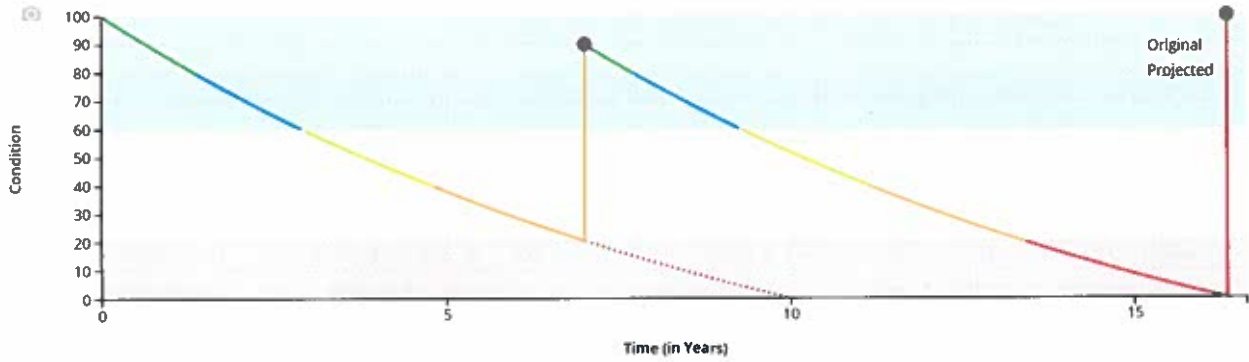
The condition or performance of most assets will deteriorate over time. This process is affected by a range of factors including an asset’s characteristics, location, utilization, maintenance history and environment.

The following lifecycle strategies have been developed as a proactive approach to managing the lifecycle of LCB and HCB roads. Instead of allowing the roads to deteriorate until replacement is required, strategic rehabilitation is expected to extend the service life of roads at a lower total cost.

Asphalt (HCB)		
Event Name	Event Class	Event Trigger
Slurry Seal	Preventative Maintenance	5 Years
Single Mill and Pave	Rehabilitation	40% Condition
Full Reconstruction	Replacement	36 Years

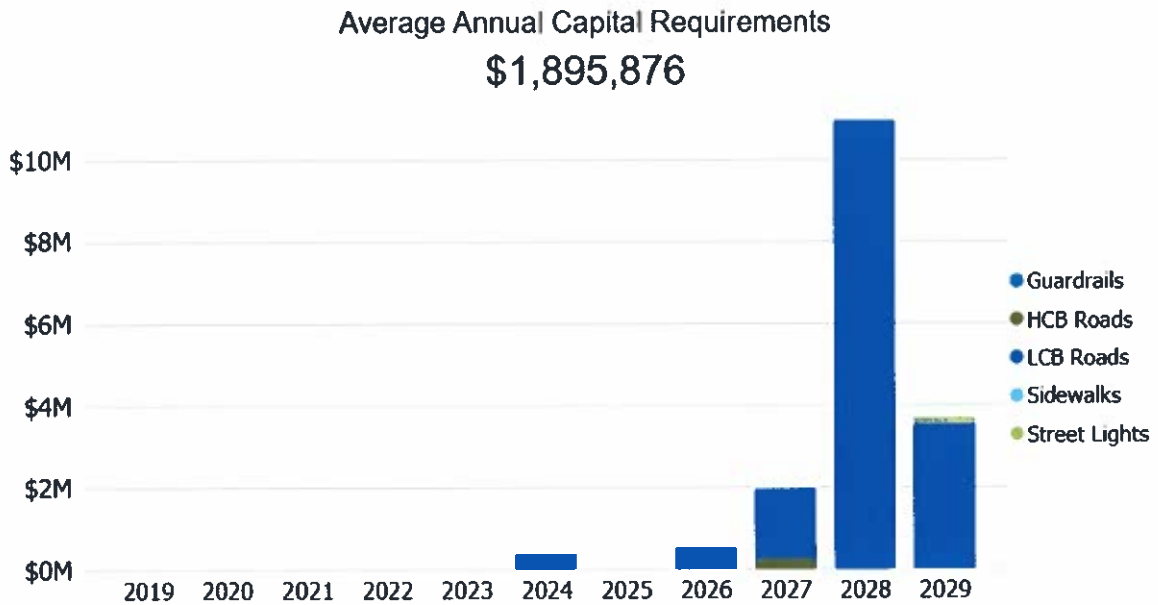


Tar and Chip (LCB)		
Event Name	Event Class	Event Trigger
Single Surface Treatment	Rehabilitation	20% Condition
Full Reconstruction	Replacement	16 Years



### Forecasted Capital Requirements

The annual capital requirement represents the average amount per year that the Municipality should allocate towards funding rehabilitation and replacement needs to meet future capital needs. The following graph forecasts the capital requirements for the Road Network



The projected cost of lifecycle activities that will need to be undertaken over the next 10 years to maintain the current level of service can be found in Appendix A.

## 4.1.5 Risks & Criticality

### Risk Matrix

The following risk matrix provides a visual representation of the relationship between the probability of failure and the consequence of failure for the assets within this asset category based on 2020 inventory data. See Appendix D for the criteria used to determine the risk rating of each asset.

		1 Asset 1.00 unit(s) \$1,756,995.45	0 Assets - \$0.00	0 Assets - \$0.00	0 Assets - \$0.00	0 Assets - \$0.00
5		2 Assets 1.30 unit(s), km \$849,820.08	4 Assets 1.90 unit(s), km \$2,244,706.51	2 Assets 1.40 unit(s), km \$1,392,513.82	4 Assets 4.00 unit(s) \$3,551,404.93	0 Assets - \$0.00
4		2 Assets 2.00 unit(s) \$1,128,485.59	1 Asset 1.00 unit(s) \$608,885.49	1 Asset 1.00 unit(s) \$300,571.09	10 Assets 10.00 unit(s) \$5,253,138.45	0 Assets - \$0.00
3	Consequence	14 Assets 208.90 km, unit(s), m \$2,621,354.84	39 Assets 37.96 unit(s), km \$12,843,925.10	11 Assets 12.17 unit(s), km \$3,929,373.97	11 Assets 9.70 unit(s), km \$3,233,797.77	4 Assets 3.70 unit(s), km \$1,455,317.21
2		36 Assets 34.00 unit(s) \$405,783.48	31 Assets 629.80 unit(s), km, m \$605,320.02	27 Assets 22.00 unit(s) \$1,015,313.31	19 Assets 15.00 unit(s) \$466,175.65	62 Assets 59.00 unit(s) \$5,428,042.65
1						
		1	2	3	4	5
		Probability				

## Risks to Current Asset Management Strategies

The following section summarizes key trends, challenges, and risks to service delivery that the Municipality is currently facing:



### **Climate Change & Extreme Weather Events**

An increase in freeze/thaw cycles causes road pavement to heave and settle. This can cause the accelerated deterioration of road surface pavement which leads to an increased need for maintenance and rehabilitation. Road washouts have been an issue. The uncertainty surrounding the impact of extreme weather events can make changing conditions difficult to plan for.

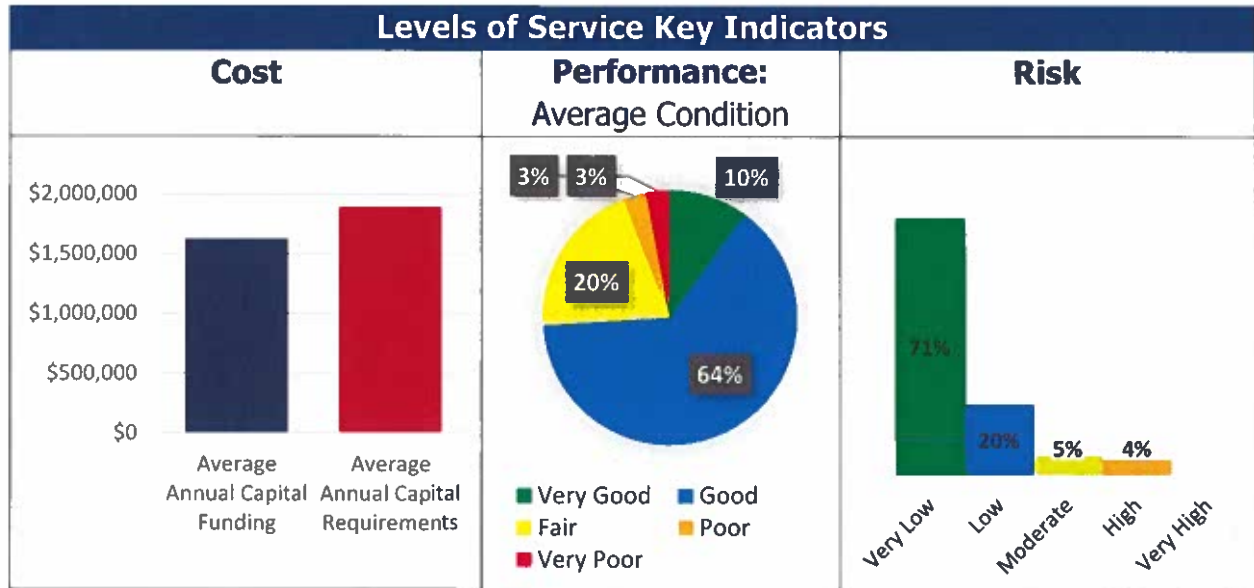


### **Organizational Capacity and Expectations**

Staff find it a continuous challenge to dedicate staff resource time towards data collection and ongoing maintenance activities while maintaining public expectations during unforeseen events. Road washouts and managing wildlife disruptions are examples that have taken place and require time and resources to mitigate.

## 4.1.6 Levels of Service

The following table outlines the high-level service indicators for the Road Network: Cost, performance (condition), and risk.



The following tables identify the Municipality’s current level of service for the Road Network. These metrics include the technical and community level of service metrics that are required as part of O. Reg. 588/17 as well as any additional performance measures that the Municipality has selected for this AMP.

### Community Levels of Service

The following table outlines the qualitative descriptions that determine the community levels of service provided by the Road Network.

Service Attribute	Qualitative Description	Current LOS (2020)
Scope	Description, which may include maps, of the road network in the municipality and its level of connectivity	The majority of the Municipality's roads are unpaved and LCB. The majority of the network is rural, however, there are two small urban centres that utilize a mix of HCB and LCB roads that are mainly local and collector.
Quality	Description or images that illustrate the different levels of road class pavement condition	The condition of roads are based on their projected age and estimated useful life. From that, a score of 0-100 is assigned as the condition rating. A 0-19 score is considered to be very poor. A 20-39 score is considered to be poor. A 40-59 score is considered to be fair. A 60-79 score is considered to be good. An 80-100 score is considered to be very good.

### Technical Levels of Service

The following table outlines the quantitative metrics that determine the technical level of service provided by the Road Network.

Service Attribute	Technical Metric	Current LOS (2020)
Scope	Lane-km of arterial roads (MMS classes 1 and 2) per land area (km/km <sup>2</sup> )	0
	Lane-km of collector roads (MMS classes 3 and 4) per land area (km/km <sup>2</sup> )	0.16
	Lane-km of local roads (MMS classes 5 and 6) per land area (km/km <sup>2</sup> )	0.72
Quality	Average pavement condition index for paved roads in the municipality	HCB: 57% LCB: 13%
	Average surface condition for unpaved roads in the municipality (e.g., excellent, good, fair, poor)	Very Poor

## 4.1.7 Recommendations

### Lifecycle Management Strategies

- Implement the identified lifecycle management strategies for HCB and particularly LCB roads to realize potential cost avoidance and maintain a high quality of road pavement condition.
- Evaluate the efficacy of the Municipality's lifecycle management strategies at regular intervals to determine the impact cost, condition, and risk.
- Review and refine lifecycle strategies with Road Needs Study recommendations

### Risk Management Strategies

- Implement risk-based decision-making as part of asset management planning and budgeting processes. This should include the regular review of high-risk assets to determine appropriate risk mitigation strategies.
- Review risk models on a regular basis and adjust according to an evolving understanding of the probability and consequences of asset failure.

### Levels of Service

- Continue to measure current levels of service, as per the high-level service indicators, also in accordance with the metrics identified in O. Reg. 588/17 and those metrics that the Municipality believes to provide meaningful and reliable inputs into asset management planning.
- Work towards identifying proposed levels of service as per O. Reg. 588/17 and identify the strategies that are required to close any gaps between current and proposed levels of service.

## 4.2 Bridges & Culverts

Bridges & Culverts represent a critical portion of the transportation services provided to the community. The Public Works staff are responsible for the maintenance of all bridges and culverts located across municipal roads with the goal of keeping structures in an adequate state of repair and minimizing service disruptions.

### 4.2.1 Asset Inventory & Replacement Cost

The table below includes the quantity, replacement cost method and total replacement cost of each asset segment in the Municipality's Bridges & Culverts inventory.

Asset Segment	Quantity	Replacement Cost Method	Total Replacement Cost
Bridges	19	User-Defined Cost	\$10,468,846
Structural Culverts	9	User-Defined Cost	\$3,478,931
			<b>\$13,947,777</b>

Total Replacement Cost  
\$13.9M

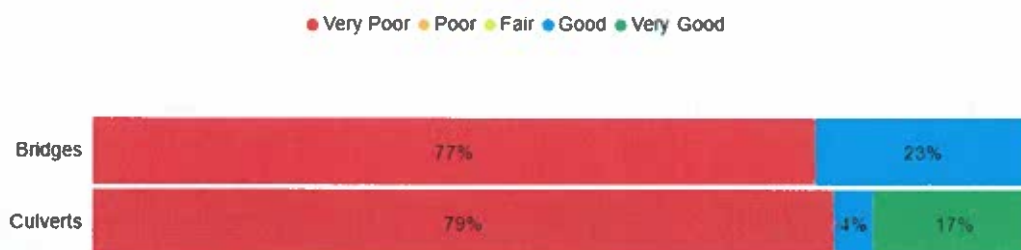




## 4.2.2 Asset Condition

The table below identifies the current average condition and source of available condition data for each asset segment. The Average Condition (%) is a weighted value based on replacement cost. Although a detailed OSIM inspection report was available in 2019, summarizing structural defects and critical repairs, it did not provide an overall condition score for each structure. The next OSIM report should include a deliverable that generates a condition score for each asset. Age-based condition was used instead, which only consider the age and estimated useful life of each structure. These age-based estimates may understate the true condition of each structure.

Asset Segment	Average Condition (%)	Average Condition Rating	Condition Source
Bridges	18%	Very Poor	Age-based
Structural Culverts	17%	Very Poor	Age-based
	<b>17%</b>	<b>Very Poor</b>	<b>Age-based</b>



To ensure that the Municipality's Bridges & Culverts continues to provide an acceptable level of service, the Municipality should monitor the average condition of all assets. If the average condition declines, staff should re-evaluate their lifecycle management strategy to determine what combination of maintenance, rehabilitation, and replacement activities is required to increase the overall condition of the Bridges & Culverts.

### Current Approach to Condition Assessment

Accurate and reliable condition data allows staff to more confidently determine the remaining service life of assets and identify the most cost-effective approach to managing assets. The following describes the municipality's current approach:

- Condition assessments of all bridges and culverts with a span greater than or equal to 3 meters are completed every 2 years in accordance with the Ontario Structure Inspection Manual (OSIM)

### 4.2.3 Estimated Useful Life & Average Age

The Estimated Useful Life for Bridges & Culverts assets has been assigned according to a combination of established industry standards and staff knowledge. The Average Age of each asset is based on the number of years each asset has been in-service. Finally, the Average Service Life Remaining represents the difference between the Estimated Useful Life and the Average Age, except when an asset has been assigned an assessed condition rating. Assessed condition may increase or decrease the average service life remaining. A negative value for the average service life remaining indicates that an asset is beyond its intended useful life but may still be functioning because of the lifecycle activities being completed.

Asset Segment	Estimated Useful Life (Years)	Average Age (Years)	Average Service Life Remaining (Years)
Bridges	30 – 60 Years	58.1	-6.0 <sup>2</sup>
Structural Culverts	30 – 60 Years	30.9	5.8
		<b>49.4</b>	<b>-2.3</b>



Each asset's Estimated Useful Life should be reviewed periodically to determine whether adjustments need to be made to better align with the observed length of service life for each asset type.

<sup>2</sup> Most bridges have an in-service date prior to 1970. Although they have exceeded their estimated useful life, rehabilitations have restored these bridges to remain serviceable.

## 4.2.4 Lifecycle Management Strategy

The condition or performance of most assets will deteriorate over time. To ensure that municipal assets are performing as expected and meeting the needs of customers, it is important to establish a lifecycle management strategy to proactively manage asset deterioration.

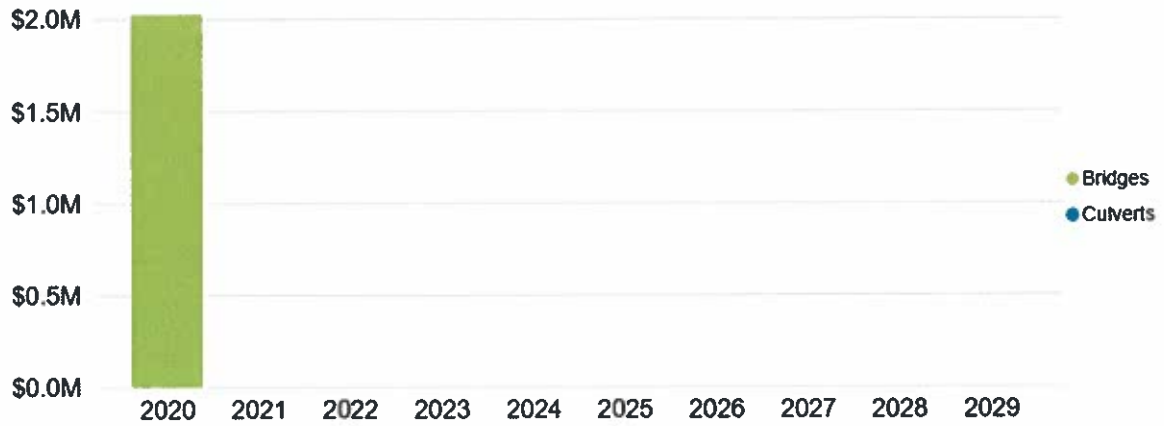
The following table outlines the Municipality’s current lifecycle management strategy.

Activity Type	Description of Current Strategy
Maintenance, Rehabilitation and Replacement	<p>All lifecycle activities are driven by the results of mandated structural inspections completed according to the Ontario Structure Inspection Manual (OSIM)</p> <p>In-house maintenance activities are completed on a periodic basis such as regular cleaning, maintaining guiderails, and applying sealant</p> <p>Most major repairs require grant funding</p> <p>Structures are generally replaced and rehabilitated as recommended by the OSIM recommendations. When budgets are insufficient, structures are prioritized by traffic volume</p>
Inspection	<p>The most recent inspection report was completed in 2019 by GHD. This report identifies defects and a renewal plan, but does not provide an overall condition score for each structure.</p>

### Forecasted Capital Requirements

The following graph forecasts long-term capital requirements. The annual capital requirement represents the average amount per year that the Municipality should allocate towards funding rehabilitation and replacement needs.

Average Annual Capital Requirements  
\$321,603



The projected cost of lifecycle activities that will need to be undertaken over the next 10 years to maintain the current level of service can be found in Appendix A.

## 4.2.5 Risks & Criticality

### Risk Matrix

The following risk matrix provides a visual representation of the relationship between the probability of failure and the consequence of failure for the assets within this asset category based on 2020 inventory data. See Appendix D for the criteria used to determine the risk rating of each asset.

	1	2	3	4	5
5	1 Asset 1.00 unit(s) \$1,756,995.45	0 Assets -	0 Assets -	0 Assets -	0 Assets -
4	0 Assets -	0 Assets -	0 Assets -	4 Assets 4.00 unit(s) \$3,551,404.93	0 Assets -
3	1 Asset 1.00 unit(s) \$628,485.59	0 Assets -	0 Assets -	10 Assets 10.00 unit(s) \$5,253,138.45	0 Assets -
2	3 Assets 3.00 unit(s) \$601,424.84	1 Asset 1.00 unit(s) \$141,520.32	0 Assets -	5 Assets 5.00 unit(s) \$1,953,986.75	0 Assets -
1	2 Assets 2.00 unit(s) \$53,851.55	1 Asset 1.00 unit(s) \$6,968.77	0 Assets -	0 Assets -	0 Assets -
	1	2	3	4	5

Probability

## Risks to Current Asset Management Strategies

The following section summarizes key trends, challenges, and risks to service delivery that the Municipality is currently facing:



### **Capital Funding Strategies**

Major capital rehabilitation projects for bridges and culverts are heavily dependant on the availability of grant funding opportunities. When grants are not available, bridge rehabilitation projects may be deferred. An annual capital funding strategy reduces dependency on grant funding and helps prevent deferral of capital works.



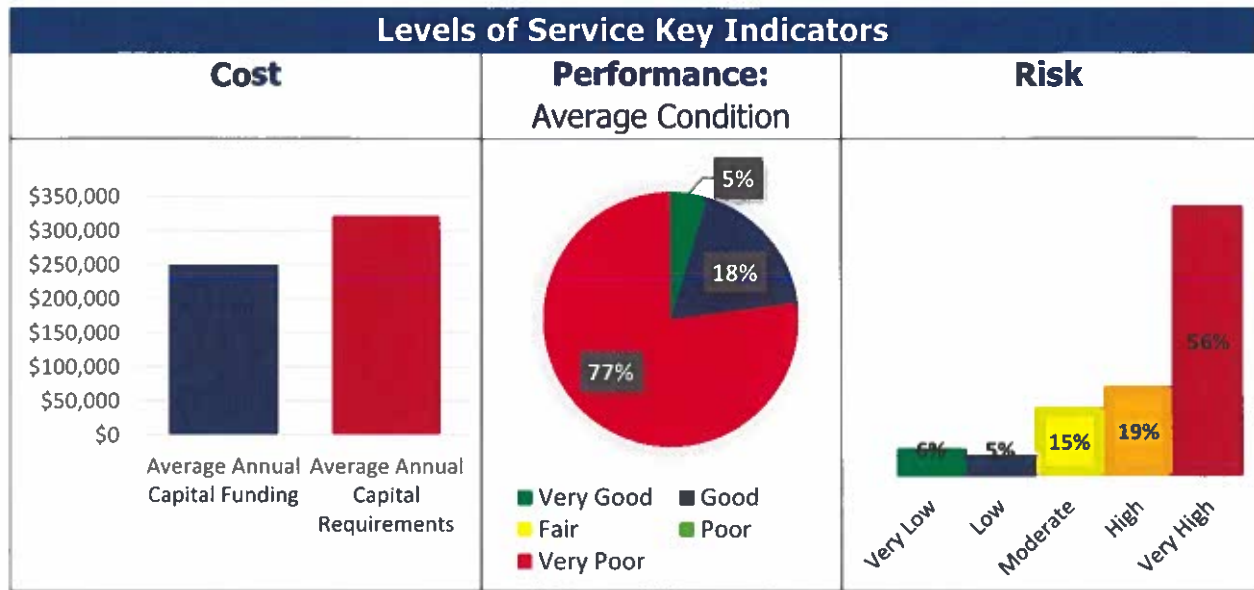
### **Climate Change & Extreme Weather Events**

Extreme weather events have caused flooding of structures. Bridges have been submerged in the past given the high water levels. The uncertainty surrounding the impact of extreme weather events can make changing conditions difficult to plan for. These events can reduce the accessibility of the structures and the levels of service generally expected.

## 4.2.6 Levels of Service

The following table outlines the high-level service indicators for the Road Network: Cost, performance (condition), and risk.

The following tables identify the Municipality’s current level of service for Bridges & Culverts. These metrics include the technical and community level of service metrics that are required as part of O. Reg. 588/17 as well as any additional performance measures that the Municipality has selected for this AMP.



### Community Levels of Service

The following table outlines the qualitative descriptions that determine the community levels of service provided by Bridges & Culverts.

<b>Service Attribute</b>	<b>Qualitative Description</b>	<b>Current LOS (2020)</b>
Scope	Description of the traffic that is supported by municipal bridges (e.g., heavy transport vehicles, motor vehicles, emergency vehicles, pedestrians, cyclists)	Bridges and structural culverts are a key component of the municipal transportation network. Magnetawan's bridges and culverts mainly support commuter traffic, and construction vehicles.. However, these bridges also support agricultural, logging and heavy gravel trucks occasionally.
Quality	Description or images of the condition of bridges & culverts and how this would affect use of the bridges & culverts	See Appendix B

### Technical Levels of Service

The following table outlines the quantitative metrics that determine the technical level of service provided by Bridges & Culverts.

<b>Service Attribute</b>	<b>Technical Metric</b>	<b>Current LOS (2020)</b>
Scope	% of bridges in the Municipality with loading or dimensional restrictions	4%
Quality	Average bridge condition index value for bridges in the Municipality	18%
	Average bridge condition index value for structural culverts in the Municipality	17%

## 4.2.7 Recommendations

### Data Review/Validation

- Continue to review and validate inventory data and replacement costs for all bridges and structural culverts upon the completion of OSIM inspections every 2 years.
- Ensure assessed condition data is captured and updated in the inventory and used in future AMPs to better clarify the true needs of the bridge and culvert structures. Review estimated useful life values, and revise to better reflect the service life provided.



## Risk Management Strategies

- Implement risk-based decision-making as part of asset management planning and budgeting processes. This should include the regular review of high-risk assets to determine appropriate risk mitigation strategies.
- Review risk models on a regular basis and adjust according to an evolving understanding of the probability and consequences of asset failure.

## Lifecycle Management Strategies

- This AMP only includes capital costs associated with the reconstruction of bridges and culverts. The Municipality should work towards identifying projected capital rehabilitation and renewal costs for bridges and culverts and integrating these costs into long-term planning.

## Levels of Service

- Continue to measure current levels of service, as per the high-level service indicators, in accordance with the metrics identified in O. Reg. 588/17 and those metrics that the Municipality believe to provide meaningful and reliable inputs into asset management planning.
- Work towards identifying proposed levels of service as per O. Reg. 588/17 and identify the strategies that are required to close any gaps between current and proposed levels of service.

## 4.3 Non-Core Asset Categories

This AMP primarily focuses on core asset categories as defined in O. Reg. 588/17. The following asset categories are not considered core municipal infrastructure:

- Buildings
- Vehicles
- Land Improvements
- Machinery & Equipment

A high-level analysis of these asset categories. For most of these assets the Municipality does not currently have assessed condition data available and replacement costs are based primarily on historical cost inflation and user defined costs.

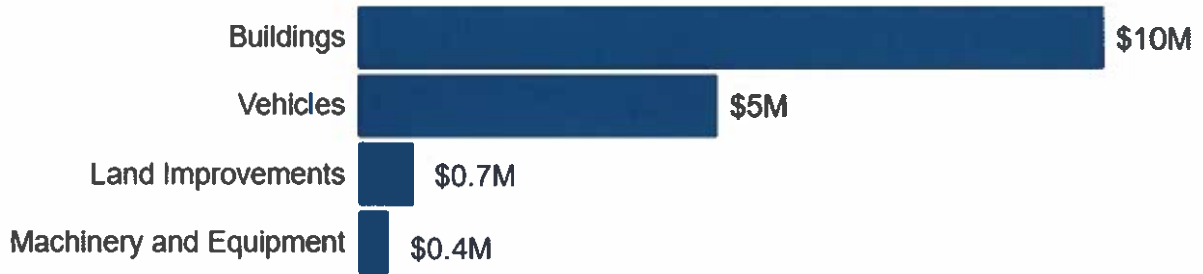
The Municipality will work towards improving data quality and meeting all requirements required prior to July 1, 2024.

### 4.3.1 Asset Inventory & Replacement Cost

The table below includes the quantity, replacement cost method and total replacement cost of each asset category in the Municipality's inventory.

<b>Asset Category</b>	<b>Quantity</b>	<b>Replacement Cost Method</b>	<b>Total Replacement Cost</b>
Buildings	49 structures (13 components)	Cost Inflation and User Defined Cost	\$9,695,564
Vehicles	37	Cost Inflation and User Defined Cost	\$4,670,038
Land Improvements	30	Cost Inflation and User Defined Cost	\$714,617
Machinery & Equipment	32	Cost Inflation and User Defined Cost	\$390,595
			<b>\$15,470,814</b>

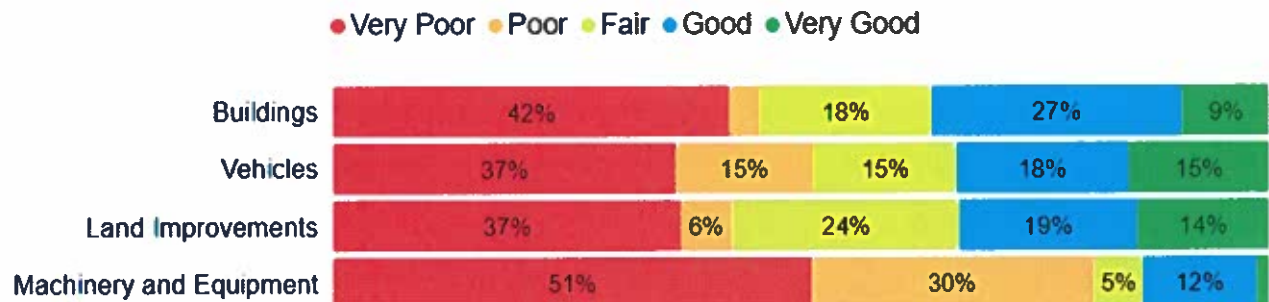
Total Replacement Cost  
\$15.5M



### 4.3.2 Asset Condition

The table below identifies the current average condition and source of available condition data for each asset category. The Average Condition (%) is a weighted value based on replacement cost.

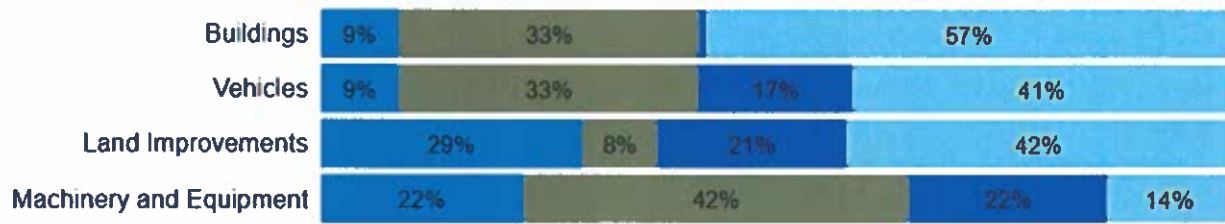
Asset Category	Average Condition (%)	Average Condition Rating	Condition Source
Buildings	39%	Poor	Age-based
Vehicles	40%	Fair	Assessed and Age-based
Land Improvements	40%	Fair	Age-based
Machinery & Equipment	24%	Poor	Assessed and Age-based
	<b>39%</b>	<b>Poor</b>	



### 4.3.3 Estimated Useful Life & Average Age

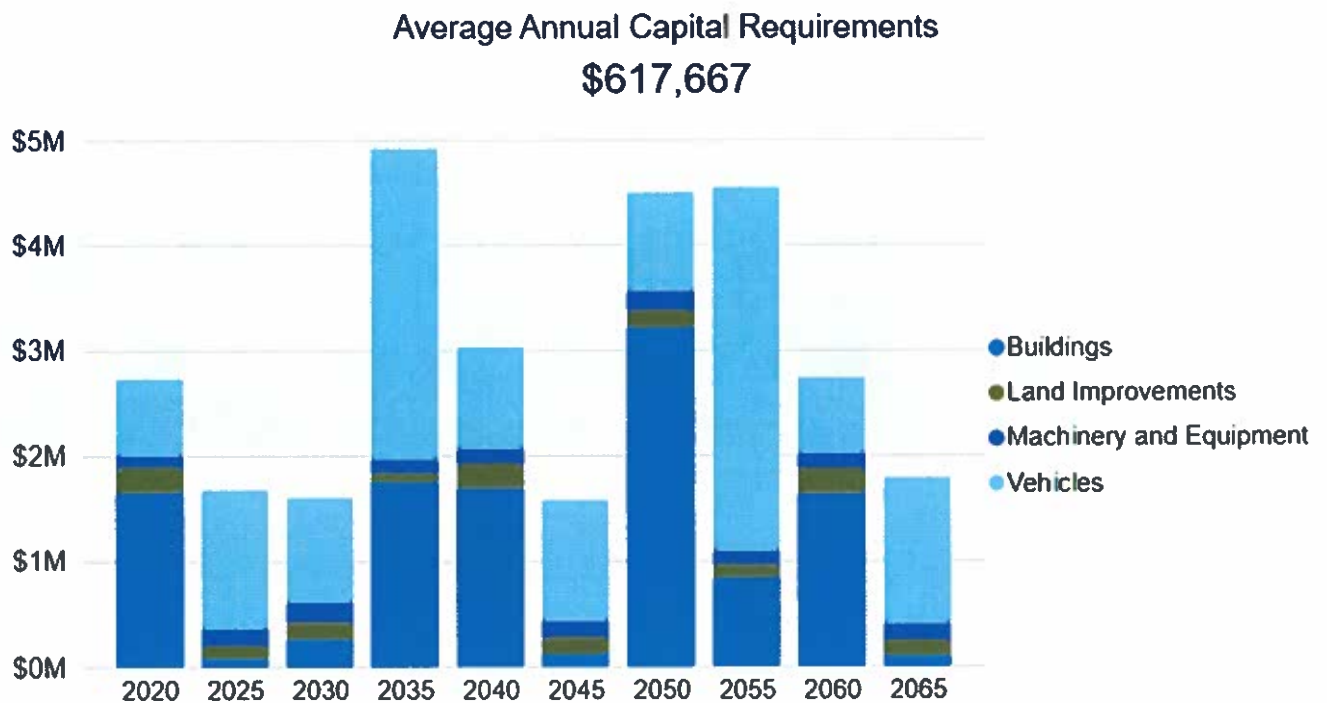
Asset Category	Estimated Useful Life (Years)	Average Age (Years)	Average Service Life Remaining (Years)
Buildings	15-80 Years	17.1	22.5
Vehicles	8-40 Years	11.2	3.0
Land Improvements	20-40 Years	10.6	12.8
Machinery & Equipment	10-40 Years	12.2	2.4
		<b>13.3</b>	<b>11.8</b>

● No Service Life Remaining 
 ● 0-5 Years Remaining 
 ● 6-10 Years Remaining 
 ● Over 10 Years Remaining



### 4.3.4 Forecasted Capital Requirements (Replacement Only)

Asset Category	Annual Capital Requirements
Buildings	\$241,177
Vehicles	\$313,425
Land Improvements	\$33,067
Machinery & Equipment	\$29,999
	<b>\$617,668</b>



The projected cost of lifecycle activities that will need to be undertaken over the next 10 years to maintain the current level of service can be found in Appendix A.

# 5

## Impacts of Growth

### Key Insights

- Understanding the key drivers of growth and demand will allow the Municipality to plan for new infrastructure more effectively, and the upgrade or disposal of existing infrastructure
- Population has been on the decline while 20 units are expected to be developed each year
- The costs of growth should be considered in long-term funding strategies that are designed to maintain the current level of service

## 5.1 Description of Growth Assumptions

The demand for infrastructure and services will change over time based on a combination of internal and external factors. Understanding the key drivers of growth and demand will allow the Municipality to plan for new infrastructure more effectively, and the upgrade or disposal of existing infrastructure. Increases or decreases in service demand can determine the relevance of infrastructure to support community needs.

### 5.1.1 Magnetawan Official Plan (July 2012)

The Municipality of Magnetawan adopted an Official Plan in 2012 to guide future development while protecting the physical and natural resources of the Municipality for their continued use and enjoyment. The Official Plan was approved by Municipal Council as of July 1st, 2012. The document planning horizon spans 20 years, covering it from 2011 to 2031.

Historically, there has been little industrial development in the Municipality. Seasonal residential and commercial development, which has been previously established along the shorelines of lakes within the Municipality, has not significantly increased in recent years.

The Plan projects permanent population of the Municipality is projected to remain relatively constant over the next decade. Projections indicate 20 units will be developed each year, over the planning horizon. These units are split evenly between residential and non-residential dwellings.

The following table outlines the population and household changes to the Municipality between 2006-2016 from Statistics Canada.

<b>Year</b>	<b>Population</b>	<b>Total Households</b>
2006	1,610	703
2011	1,454	574
2016	1,390	630

The Municipality is currently developing an update to the 2012 Official Plan. New population projections and changes to growth and demographics will be outlined in this document.

## 5.2 Impact of Growth on Lifecycle Activities

By July 1, 2025 the Municipality's asset management plan must include a discussion of how the assumptions regarding future changes in population and economic activity informed the preparation of the lifecycle management and financial strategy.



Planning for forecasted population growth may require the expansion of existing infrastructure and services. As growth-related assets are constructed or acquired, they should be integrated into the Municipality's AMP. While the addition of residential units will add to the existing assessment base and offset some of the costs associated with growth, the Municipality will need to review the lifecycle costs of growth-related infrastructure. These costs should be considered in long-term funding strategies that are designed to, at a minimum, maintain the current level of service.

# 6

## Financial Strategy

### Key Insights

- The Municipality is committing approximately \$2,205,000 towards capital projects per year from sustainable revenue sources
- Given the annual capital requirement of \$2,835,000, there is currently a funding gap of \$476,000 annually
- For tax-funded assets, we recommend increasing tax revenues by 0.4% each year for the next 15 years to achieve a sustainable level of funding

## 6.1 Financial Strategy Overview

For an asset management plan (AMP) to be effective and meaningful, it must be integrated with a long-term financial plan (LTFP).<sup>3</sup> The development of a comprehensive LTFP plan will allow the Municipality of Magnetawan to identify the financial resources required for sustainable asset management based on existing asset inventories, desired levels of service, and projected growth requirements.

This report serves as a starting point for initial financial planning, specific for existing capital assets, by presenting several scenarios for consideration and culminating with final recommendations. As outlined below, the scenarios presented model different combinations of the following.

1. The financial requirements for:
  - a. Existing assets
  - b. Existing service levels
  - c. Requirements of contemplated changes in service levels (none identified for this plan)
  - d. Requirements of anticipated growth (none identified for this plan)
2. Use of traditional sources of municipal funds:
  - a. Tax levies
  - b. User fees
  - c. Reserves
  - d. Debt
  - e. Development charges
3. Use of non-traditional sources of municipal funds<sup>4</sup>:
  - a. Reallocated budgets
  - b. Partnerships
  - c. Procurement methods
4. Use of Senior Government Funds:
  - a. Gas tax
  - b. Annual grants

Note: Periodic grants are normally not included due to Provincial requirements for firm commitments. However, if moving a specific project forward is wholly dependent on receiving a

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<sup>3</sup> PSD understands the Municipality has not prepared a corporate-wide Long-term Financial Plan (LTFP).

<sup>4</sup> The sale of surplus lands, equipment or buildings were not included in the revenues for this financial strategy as they are not sustainable, nor predictable. These sources are irregular and the values can change dependent on the market or the state of the asset. However, it should be noted that the Municipality should allocate the revenues of these surplus assets to asset management to assist with the funding deficit.

one-time grant, the replacement cost included in the financial strategy is the net of such grant being received.

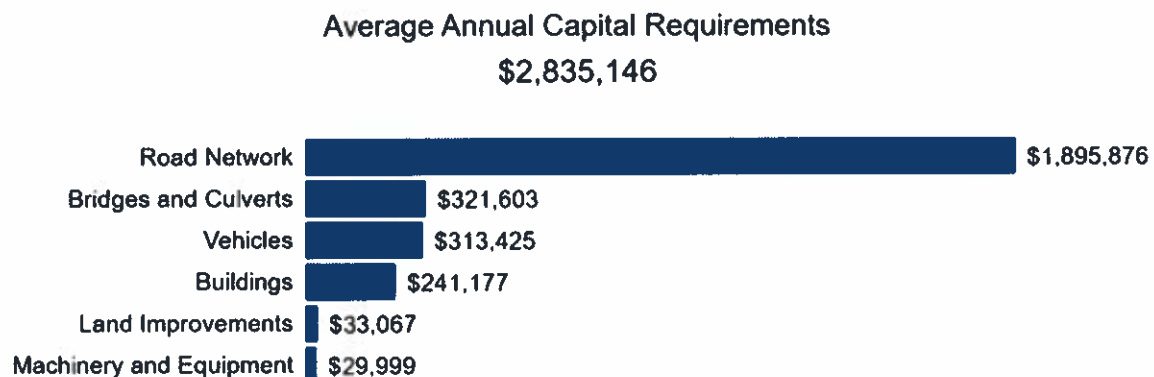
If the financial plan component shows a funding shortfall, the Province requires the Municipality to include a specific plan on how the impact of the shortfall will be managed. To determine the legitimacy of a funding shortfall, the Province may evaluate a Municipality's approach to the following:

1. Reduce the financial requirements and consider decreasing levels of service.
2. All asset management and financial strategies have been considered. For example:
  - a. If a zero-debt policy is in place, is it warranted? If not, the use of debt should be considered.
  - b. Do user fees reflect the cost of the applicable service? If not, increased user fees should be considered.

## 6.1.1 Annual Requirements & Capital Funding

### Annual Requirements

The annual requirements represent the amount the Municipality should allocate annually to each asset category to meet replacement needs as they arise, prevent infrastructure backlogs, and achieve long-term sustainability. In total, the Municipality must allocate approximately \$2.8 million annually to address capital requirements for the assets included in this AMP.



For most asset categories<sup>5</sup> the annual requirement has been calculated based on a "replacement only" scenario, in which CapEx are only incurred at the construction and replacement of each asset.

However, for the Road Network, lifecycle management strategies have been developed to identify CapEx that are realized through strategic rehabilitation and renewal of the Municipality's

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<sup>5</sup> We understand the Municipality only has tax funded assets. Therefore, this financial strategy does not include any utility infrastructure assets.

roads. The development of these strategies allows for a comparison of potential cost avoidance if the strategies were to be implemented. The following table compares two scenarios for the Road Network:

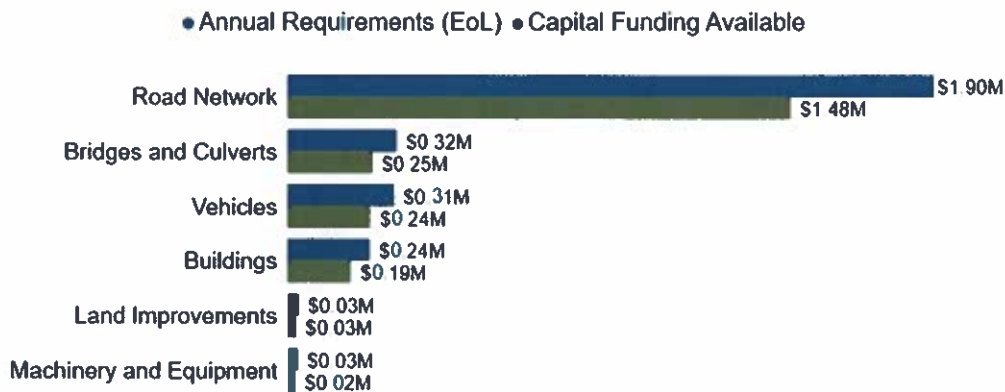
1. **Replacement Only Scenario:** Based on the assumption that assets deteriorate and – without regularly scheduled maintenance and rehabilitation – are replaced at the end of their service life.
2. **Lifecycle Strategy Scenario:** Based on the assumption that lifecycle activities are performed at strategic intervals to extend the service life of assets until replacement is required.

Asset Category	Annual Requirements (Replacement Only)	Annual Requirements (Lifecycle Strategy)	Difference
Road Network	\$1,896,000	\$1,248,000	\$648,000

The implementation of a proactive lifecycle strategy for roads leads to a potential annual cost avoidance of \$647,899 for the Road Network. This represents an overall decrease of the annual requirements by 34% respectively. However, the lifecycle strategy has not been implemented network-wide year over year. Future improvements to the asset management program should investigate refining the activity timing and costs and determine what is realistic and viable network wide. To best reflect the current strategy, an end-of-life replacement strategy for roads will be used for the financial analysis.

### Annual Funding Available

Based on a historical analysis of sustainable capital funding sources, the Municipality is committing approximately \$2,205,000 towards capital projects per year. Given the annual CapEx of \$2,835,000, there is currently a funding gap of \$476,000 annually.



## 6.2 Funding Objective

We have developed a scenario that would enable Magnetawan to achieve full funding within 1 to 20 years for the following assets:

1. **Tax Funded Assets:** Road Network, Bridges & Culverts, Buildings, Machinery & Equipment, Land Improvements, Vehicles

**Note:** For the purposes of this AMP, we have excluded gravel roads since they are a perpetual maintenance asset and end of life replacement calculations do not normally apply. If gravel roads are maintained properly, they can theoretically have a limitless service life.

For each scenario developed we have included strategies, where applicable, regarding the use of cost containment and funding opportunities.

## 6.3 Financial Profile: Tax Funded Assets

### 6.3.1 Current Funding Position

The following tables show, by asset category, Magnetawan's average annual asset investment requirements, current funding positions, and funding increases required to achieve full funding on assets funded by taxes.

Asset Category	Avg. Annual Requirement	Annual Funding Available				Annual Deficit
		Taxes	Gas Tax	OCIF	Total Available	
Bridges & Culverts	322,000	250,000	0	0	250,000	72,000
Buildings	241,000	187,000	0	0	187,000	54,000
Land Improvements	33,000	26,000	0	0	26,000	7,000
Machinery & Equipment	30,000	23,000	0	0	23,000	7,000
Road Network	1,896,000	1,475,000	85,000	69,000	1,629,000	267,000
Vehicles	313,000	244,000	0	0	244,000	69,000
	<b>2,835,000</b>	<b>2,205,000</b>	<b>85,000</b>	<b>69,000</b>	<b>2,359,000</b>	<b>476,000</b>

The average annual investment requirement for the above categories is \$2.835 million. Annual revenue currently allocated to these assets for capital purposes is approximately \$2.2 million. This creates a deficit of \$476 thousand per year. Put differently, the infrastructure categories are currently funded at 83% of their long-term requirements.

### 6.3.2 Full Funding Requirements

In 2020, Municipality of Magnetawan has annual tax revenues of \$5.147 million. As illustrated in the following table, without including any other sources of revenue or utilizing strategies to maintain costs, the financial requirement to fully fund the municipal CapEx would create the following tax change over time:

Asset Category	Tax Change Required for Full Funding
Bridges & Culverts	1.4%
Buildings	1.0%
Land Improvements	0.1%
Machinery & Equipment	0.1%
Road Network	5.2%
Vehicles	1.3%
	<b>9.1%</b>

The following changes in costs and/or revenues over the next number of years should also be considered in the financial strategy:

- a) Magnetawan’s formula based OCIF grant is scheduled to go from \$68,569 in 2019 to \$68,544 in 2020.
- b) Magnetawan’s debt interest payments will be decreasing by an average of \$27,000 annually for the next 5 years.

Our recommendations include utilizing the debt interest that we now have available to shrink the infrastructure deficit mentioned above. The table below outlines this recommendation and presents different timeframe options:

	Without Capturing Changes				With Capturing Changes			
	5 Years	10 Years	15 Years	20 Years	5 Years	10 Years	15 Years	20 Years
Infrastructure Deficit	476,000	476,000	476,000	476,000	476,000	476,000	476,000	476,000
Change in Debt Costs	N/A	N/A	N/A	N/A	-16,000	-152,000	-152,000	-152,000
Change in OCIF Grants	N/A	N/A	N/A	N/A	0	0	0	0
<b>Resulting Infrastructure Deficit</b>	<b>476,000</b>	<b>476,000</b>	<b>476,000</b>	<b>476,000</b>	<b>460,000</b>	<b>324,000</b>	<b>324,000</b>	<b>324,000</b>
Tax Revenue Increase Required	9.2%	9.2%	9.2%	9.2%	8.9%	6.3%	6.3%	6.3%
<b>Annually</b>	<b>1.8%</b>	<b>0.9%</b>	<b>0.6%</b>	<b>0.5%</b>	<b>1.8%</b>	<b>0.6%</b>	<b>0.4%</b>	<b>0.3%</b>



### 6.3.3 Financial Strategy Recommendations

Considering all the above information, we recommend the 15-year option with capturing the changes. This would allow full funding of capital assets being achieved in 15 years by:

- a) reallocating the previous debt interest cost to the infrastructure deficit as outlined above;
- b) maintaining the debt load and loan repayment for the existing infrastructure;
- c) increasing tax revenues dedicated to CapEx by approx. 0.4% each year for the next 15 years solely for the purpose of phasing in full funding to the asset categories covered in this section of the AMP;
- d) allocating the government transfer revenues for capital assets as outlined previously; and
- e) updating existing and future infrastructure budgets with the applicable cost of inflation index on an annual basis in addition to the deficit phase-in.

#### Notes:

1. As in the past, periodic senior government infrastructure funding will most likely be available during the phase-in period. Based on best practices, this periodic funding should not be incorporated into an AMP unless there are firm commitments in place. We have included the government transfer funding, as provided by the Finance Department<sup>6</sup>.
2. We realize that raising tax revenues by the amounts recommended above for infrastructure purposes will be very difficult to do. However, a lack of intentional funding for capital assets today may have even greater consequences in terms of infrastructure failure.

Although this option reaches full funding on an annual basis in 15 years and provides financial sustainability over the period modeled, the recommendations do require the municipality to prioritize capital projects. Current data shows an investment demand of \$14.150 million for the Road Network, \$8.732 million for Bridges & Culverts, \$807k for the Buildings, \$62k for Machinery & Equipment, \$27k for Land Improvements and \$346k for Vehicles if the deficit is not closed.

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<sup>6</sup> The Municipality should take advantage of all available grant funding programs and transfers from other levels of government. The financial strategy within this AMP has only included the known capital funding as provided by the Municipality's finance department, and there is an expectation the Municipality should be eligible for additional capital funding from senior governments within the next twenty years that could reduce the tax burden. Depending on the outcome of this review, there may be changes that impact its availability.

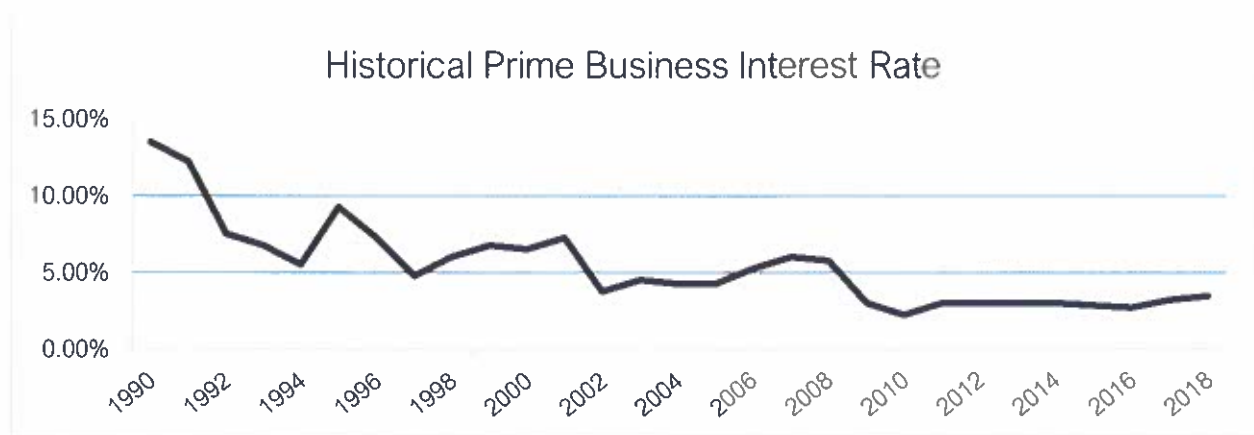
Prioritizing future projects will require the current data to be replaced by condition-based data. Although our recommendations include no borrowing, the results of the condition-based analysis may show the need to borrow in the future.

## 6.4 Use of Debt

For reference purposes, the following table outlines the premium paid on a project if financed by debt. For example, a \$1M project financed at 3.0%<sup>7</sup> over 15 years would result in a 26% premium or \$260,000 of increased costs due to interest payments. For simplicity, the table does not consider the time value of money or the effect of inflation on delayed projects.

Interest Rate	Number of Years Financed					
	5	10	15	20	25	30
<b>7.0%</b>	22%	42%	65%	89%	115%	142%
<b>6.5%</b>	20%	39%	60%	82%	105%	130%
<b>6.0%</b>	19%	36%	54%	74%	96%	118%
<b>5.5%</b>	17%	33%	49%	67%	86%	106%
<b>5.0%</b>	15%	30%	45%	60%	77%	95%
<b>4.5%</b>	14%	26%	40%	54%	69%	84%
<b>4.0%</b>	12%	23%	35%	47%	60%	73%
<b>3.5%</b>	11%	20%	30%	41%	52%	63%
<b>3.0%</b>	9%	17%	26%	34%	44%	53%
<b>2.5%</b>	8%	14%	21%	28%	36%	43%
<b>2.0%</b>	6%	11%	17%	22%	28%	34%
<b>1.5%</b>	5%	8%	12%	16%	21%	25%
<b>1.0%</b>	3%	6%	8%	11%	14%	16%
<b>0.5%</b>	2%	3%	4%	5%	7%	8%
<b>0.0%</b>	0%	0%	0%	0%	0%	0%

It should be noted that current interest rates are near all-time lows. Sustainable funding models that include debt need to incorporate the risk of rising interest rates. The following graph shows where historical lending rates have been:



<sup>7</sup> Current municipal Infrastructure Ontario rates for 15-year money is 3.2%.

A change in 15-year rates from 3% to 6% would change the premium from 26% to 54%. Such a change would have a significant impact on a financial plan.

The following tables outline how Magnetawan has historically used debt for investing in the asset categories as listed. Currently, Magnetawan has an outstanding debt of \$780,000 for a previous roads project. This debt has a corresponding principal and interest payment of \$152,000, which is well within the provincially prescribed maximum of \$1,402,000.

Asset Category	Current Debt Outstanding	Use of Debt in the Last Five Years				
		2015	2016	2017	2018	2019
Road Network	780,000	1,300,000	0	0	0	0
<b>Total Rate Funded:</b>	<b>780,000</b>	<b>1,300,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Asset Category	Principal & Interest Payments in the Next Ten Years						
	2020	2021	2022	2023	2024	2025	2030
Road Network	152,000	148,000	145,000	142,000	139,000	136,000	0
<b>Total Tax Funded:</b>	<b>152,000</b>	<b>148,000</b>	<b>145,000</b>	<b>142,000</b>	<b>139,000</b>	<b>136,000</b>	<b>0</b>

The revenue options outlined in this plan allow Magnetawan to fully fund its long-term infrastructure requirements without further use of debt.

# 6.5 Use of Reserves

## 6.5.1 Available Reserves

Reserves play a critical role in long-term financial planning. The benefits of having reserves available for infrastructure planning include:

- a) the ability to stabilize tax rates when dealing with variable and sometimes uncontrollable factors
- b) financing one-time or short-term investments
- c) accumulating the funding for significant future CapEx
- d) managing the use of debt
- e) normalizing infrastructure funding requirement

By asset category, the table below outlines the details of the reserves currently available to Magnetawan.

<b>Asset Category</b>	<b>Balance on December 31, 2020</b>
Road Network	163,000
Bridges & Culverts	2,600,000
Buildings	773,000
Machinery & Equipment	0
Land Improvements	576,000
Vehicles	179,000
<b>Total Tax Funded:</b>	<b>4,291,000</b>

There is considerable debate in the municipal sector as to the appropriate level of reserves that a Municipality should have on hand. There is no clear guideline that has gained wide acceptance. The factors that municipalities should look at when determining their capital reserve requirements include:

- a) amount of services provided
- b) age and condition of current infrastructure
- c) use and level of debt
- d) economic conditions and outlook
- e) internal reserve and debt policies.

These reserves are available for use by applicable asset categories during the phase-in period to full funding. This along with Magnetawan’s careful use of debt in the past, now allows the Municipality to assume that available reserves and debt capacity can be used in the future. This would only be used for high priority and emergency infrastructure investments in the short- to medium-term if required.

## 6.5.2 Recommendation

In 2025, Ontario Regulation 588/17 will require Magnetawan to integrate proposed levels of service for all asset categories in its asset management plan. We recommend that the asset management planning in the near future should show adjustments to service levels and the impacts these service levels will have on reserve balances.

# 7

## Appendices

### Key Insights

- Appendix A identifies projected 10-year capital requirements for each asset category
- Appendix B includes several maps that have been used to visualize the current level of service
- Appendix C identifies the criteria used to calculate risk for each asset category
- Appendix D provides additional guidance on the development of a condition assessment program

# Appendix A: 10-Year Capital Requirements

The following tables identify the capital cost requirements for each of the next 10 years in order to meet projected capital requirements and maintain the current level of service.

<b>Road Network</b>											
Asset Segment	Backlog	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Paved Roads (HCB)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$240,000	\$0	\$0
Paved Roads (LCB)	\$595,000	\$0	\$0	\$0	\$0	\$350,000	\$0	\$490,000	\$1,704,500	\$10,941,000	\$3,535,000
Guardrails	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sidewalks	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Streetlights	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$137,276
	<b>\$595,000</b>	\$0	\$0	\$0	\$0	\$350,000	\$0	\$490,000	\$1,944,500	\$10,941,000	\$3,672,276

<b>Bridges &amp; Culverts</b>											
Asset Segment	Backlog	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Bridges	\$5,995,610	\$2,026,935	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Culverts	\$2,735,986	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$8,731,595</b>	<b>\$2,026,935</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



<b>Buildings</b>											
Asset Segment	Backlog	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Administration	\$0	\$0	\$0	\$1,186,327	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Environmental Services	\$0	\$0	\$7,005	\$0	\$0	\$11,402	\$0	\$0	\$0	\$0	\$0
Fire	\$111,513	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks and Recreation	\$695,867	\$31,649	\$0	\$416,861	\$0	\$0	\$0	\$0	\$0	\$76,737	\$0
Public Works	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$807,380</b>	<b>\$31,649</b>	<b>\$7,005</b>	<b>\$1,603,189</b>	<b>\$0</b>	<b>\$11,402</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$76,737</b>	<b>\$0</b>

<b>Machinery &amp; Equipment</b>											
Asset Segment	Backlog	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Administration	\$0	\$0	\$4,418	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fire	\$21,683	\$0	\$0	\$20,016	\$8,301	\$6,827	\$20,638	\$0	\$0	\$0	\$0
Other	\$9,454	\$0	\$0	\$0	\$0	\$7,281	\$0	\$0	\$0	\$0	\$0
Parks	\$8,621	\$24,693	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Recreation	\$22,730	\$0	\$0	\$0	\$12,545	\$0	\$0	\$0	\$0	\$55,961	\$0
Roads Equipment	\$0	\$0	\$0	\$0	\$4,330	\$14,092	\$12,058	\$0	\$0	\$0	\$3,771
	<b>\$62,489</b>	<b>\$24,693</b>	<b>\$4,418</b>	<b>\$20,016</b>	<b>\$25,177</b>	<b>\$28,200</b>	<b>\$32,696</b>	<b>\$0</b>	<b>\$0</b>	<b>\$55,961</b>	<b>\$3,771</b>

Vehicles											
Asset Segment	Backlog	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Environmental Services Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$168,004
Fire Vehicles	\$191,137	\$6,096	\$0	\$0	\$0	\$445,000	\$0	\$0	\$520,000	\$139,860	\$0
Parks Vehicles	\$154,773	\$49,916	\$4,638	\$0	\$0	\$0	\$0	\$0	\$0	\$124,964	\$4,638
Road Vehicles	\$0	\$0	\$0	\$0	\$0	\$230,724	\$0	\$57,866	\$2,103	\$245,513	\$0
	<b>\$345,910</b>	<b>\$56,011</b>	<b>\$4,638</b>	<b>\$0</b>	<b>\$0</b>	<b>\$675,724</b>	<b>\$0</b>	<b>\$57,866</b>	<b>\$522,103</b>	<b>\$510,337</b>	<b>\$172,643</b>

Land Improvements											
Asset Segment	Backlog	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Fencing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,159	\$19,081	\$0
Parks	\$27,367	\$0	\$0	\$29,611	\$0	\$8,874	\$0	\$0	\$0	\$0	\$0
Paving & Parking Lots	\$0	\$178,429	\$0	\$0	\$0	\$21,511	\$0	\$0	\$0	\$11,182	\$18,269
Waste Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$66,164
	<b>\$27,367</b>	<b>\$178,429</b>	<b>\$0</b>	<b>\$29,611</b>	<b>\$0</b>	<b>\$30,385</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,159</b>	<b>\$30,263</b>	<b>\$84,433</b>

<b>All Asset Categories</b>											
<b>Asset Category</b>	<b>Backlog</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>
Bridges & Culverts	\$8,731,595	\$2,026,935	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$807,380	\$31,649	\$7,005	\$1,603,189	\$0	\$11,402	\$0	\$0	\$0	\$76,737	\$0
Land Improvements	\$27,367	\$178,429	\$0	\$29,611	\$0	\$30,385	\$0	\$0	\$9,159	\$30,263	\$84,433
Machinery & Equipment	\$62,489	\$24,693	\$4,418	\$20,016	\$25,177	\$28,200	\$32,696	\$0	\$0	\$55,961	\$3,771
Road Network	\$595,000	\$0	\$0	\$0	\$0	\$350,000	\$0	\$490,000	\$1,944,500	\$10,941,000	\$3,672,276
Vehicles	\$345,910	\$56,011	\$4,638	\$0	\$0	\$675,724	\$0	\$57,866	\$522,103	\$510,337	\$172,643
	<b>\$10,569,741</b>	<b>\$2,317,717</b>	<b>\$16,061</b>	<b>\$1,652,816</b>	<b>\$25,177</b>	<b>\$1,095,711</b>	<b>\$32,696</b>	<b>\$547,866</b>	<b>\$2,475,762</b>	<b>\$11,614,298</b>	<b>\$3,933,123</b>

# Appendix B: Level of Service Maps

## Images of Bridge in Fair Condition

Lot 66, Conc A/B, Spence Bridge (Bridge 4)

Inspected: October 22<sup>nd</sup>, 2019



Looking East



Soffit



Northwest Girder



South Elevation

## Images of Culvert in Good Condition

Lot 10/11, Conc X, Chapman Culvert (Culvert 19)

Inspected: October 22<sup>nd</sup>, 2019



West Elevation



East End of Barrel



Looking East through Barrel



North Wall at Midspan Barrel

# Appendix C: Risk Rating Criteria

## Probability of Failure

Asset Category	Risk Criteria	Criteria Weighting	Value/Range	Probability of Failure Score
Bridges & Culverts	Condition	80%	80-100	1
			60-79	2
			40-59	3
			20-39	4
			0-19	5
	Structure Type	20%	Concrete Bridge	1
			Concrete Box Culvert	2
			Steel Multi-Plate	3
			Wooden Bridge	4
Road Network (Roads)	Condition	100%	80-100	1
			60-79	2
			40-59	3
			20-39	4
			0-19	5

Consequence of Failure

Asset Category	Risk Classification	Risk Criteria	Value/Range	Consequence of Failure Score
Bridges & Culverts	Economic (70%)	Replacement Cost (100%)	\$0-\$100,000	1
			\$100,000-\$300,000	2
			\$300,000-\$600,000	3
			\$600,000-\$1,000,000	4
			\$1,000,000+	5
	Social (30%)	AADT	0-50	1
			51-100	2
			101-150	3
			151-200	4
			200+	5
Road Network	Economic (100%)	AMP Segment	LCB Roads	2
			HCB Roads	4

# Appendix D: Condition Assessment Guidelines

The foundation of good asset management practice is accurate and reliable data on the current condition of infrastructure. Assessing the condition of an asset at a single point in time allows staff to have a better understanding of the probability of asset failure due to deteriorating condition.

Condition data is vital to the development of data-driven asset management strategies. Without accurate and reliable asset data, there may be little confidence in asset management decision-making which can lead to premature asset failure, service disruption and suboptimal investment strategies. To prevent these outcomes, the Municipality's condition assessment strategy should outline several key considerations, including:

- The role of asset condition data in decision-making
- Guidelines for the collection of asset condition data
- A schedule for how regularly asset condition data should be collected

## Role of Asset Condition Data

The goal of collecting asset condition data is to ensure that data is available to inform maintenance and renewal programs required to meet the desired level of service. Accurate and reliable condition data allows municipal staff to determine the remaining service life of assets, and identify the most cost-effective approach to deterioration, whether it involves extending the life of the asset through remedial efforts or determining that replacement is required to avoid asset failure.

In addition to the optimization of lifecycle management strategies, asset condition data also impacts the Municipality's risk management and financial strategies. Assessed condition is a key variable in the determination of an asset's probability of failure. With a strong understanding of the probability of failure across the entire asset portfolio, the Municipality can develop strategies to mitigate both the probability and consequences of asset failure and service disruption. Furthermore, with condition-based determinations of future capital expenditures, the Municipality can develop long-term financial strategies with higher accuracy and reliability.

## Guidelines for Condition Assessment

Whether completed by external consultants or internal staff, condition assessments should be completed in a structured and repeatable fashion, according to consistent and objective assessment criteria. Without proper guidelines for the completion of condition assessments there can be little confidence in the validity of condition data and asset management strategies based on this data.

Condition assessments must include a quantitative or qualitative assessment of the current condition of the asset, collected according to specified condition rating criteria, in a format that can be used for asset management decision-making. As a result, it is important that staff adequately define the condition rating criteria that should be used and the assets that require a discrete condition rating. When engaging with external consultants to complete condition assessments, it is critical that these details are communicated as part of the contractual terms of the project.

There are many options available to the Municipality to complete condition assessments. In some cases, external consultants may need to be engaged to complete detailed technical assessments of infrastructure. In other cases, internal staff may have sufficient expertise or training to complete condition assessments.

### Developing a Condition Assessment Schedule

Condition assessments and general data collection can be both time-consuming and resource intensive. It is not necessarily an effective strategy to collect assessed condition data across the entire asset inventory. Instead, the Municipality should prioritize the collection of assessed condition data based on the anticipated value of this data in decision-making. The International Infrastructure Management Manual (IIMM) identifies four key criteria to consider when making this determination:

1. **Relevance:** every data item must have a direct influence on the output that is required
2. **Appropriateness:** the volume of data and the frequency of updating should align with the stage in the assets life and the service being provided
3. **Reliability:** the data should be sufficiently accurate, have sufficient spatial coverage and be appropriately complete and current
4. **Affordability:** the data should be affordable to collect and maintain



Municipality of Magnetawan  
P.O. Box 70,  
Magnetawan, Ontario  
P0A 1P0

December 02, 2021

RE: Consent Application for Severance. 194 Shadow's End Lane

Dear Council,

As part of the Consent Application, we were requested to pay a Parkland fee of 5% of the mpac value of the proposed severed lot. This payment of \$2,600.00 was made on May 14, 2021.

Please see proof of payment attached.

In September 2021, prior to the my application being finalized, the Parkland fee was changed for all new applications, to a fixed fee of \$1,000.00. At the time of the change, and as of today, my Consent Application is still in Process.

I would like to ask Council to waive the 5% fee that was in place prior to September 2021 in favour or the new fixed fee of \$1,000.00. Please note I have been a Tax paying member of the Community since 1989.

Thank you in advance for your consideration of my request.

Yours Truly

Darroll Parsons  


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

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

**WHEREAS** the Council of the Municipality of Magnetawan receives the correspondence from Kevin Fleischmann regarding parking on an unopened road allowance and installation of a seasonal dock on Municipal lands;  
**AND WHEREAS** Council has a similar access agreement with the neighbouring three property owners on the west side of the Magnetawan River;  
**THEREFORE NOW BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan directs Staff to confer with legal counsel and bring a report back at a future meeting.

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

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

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

Recorded Vote

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

Subject Property Municipal Address:

0 Magnetawan River, Magnetawan, Ontario, P0G 1A0

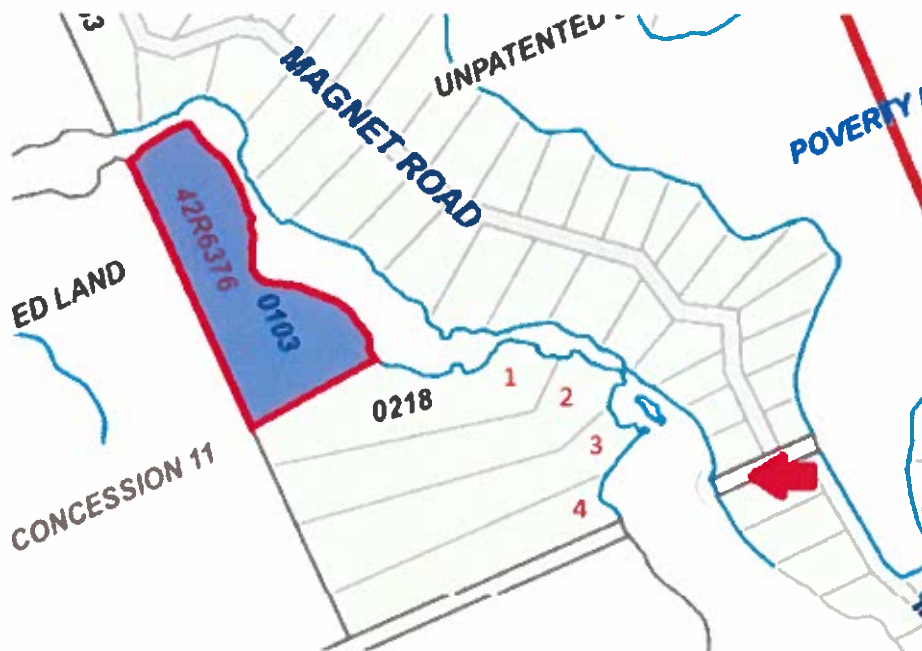
Legal Description:

Pt Lt 24, M372, 42R6376, 20387, SS, Municipality of Magnetawan, PIN 520870103 (LT)

Hello Nicole

As previously discussed, my family has recently purchased the property listed above. As you know this is a water access only property and is adjacent to 3 similar properties which are indicated in the picture below (1, 2, and 3). It's my understanding that the owners of these three properties have been granted parking spots at the 60ft road easement that is currently being used for parking (indicated with the red arrow).

I would like to submit my request for two parking spots at this easement, similar to what has been granted to the other three property owners. In order to accommodate these spots, a few trees will need to be removed from the area, which I can remove and properly dispose of.



Secondly, the owners of property #3 has provided a legal easement to the owners of properties #1 and #2 which allows them access across their property and permission to each add a dock at the front of the property. Though my family has developed a good relationship with the owners (they are good people as you know), they have chosen to not grant any other similar legal easements with their property.

My family will be accessing our property across Block "B" (#4 in the picture) and across the crown land to the west of the property through existing trails.

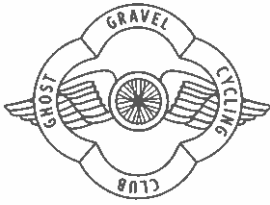
In order to create a safe and easy access to Block "B", I would also like to request that I can put in a seasonal dock at the front of Block "B" or at the 60ft easement just south of Block "B", whichever area is more appropriate. This would be similar to the dock approval that has been granted for the area at the 60ft easement parking lot (red arrow). I will of course be responsible for the maintenance of the dock and its removal each year prior to the winter season.

Please let me know if you have any questions or require any additional information in order to facilitate these requests. I appreciate your consideration into these inquiries and look forward to your response.

Regards,

Kevin Fleischmann





*Ghost Gravel  
7 Aldridge Avenue  
Toronto, ON  
M4C 3W3*

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

*29th November 2021*

**ETAO Council**

I hope this letter finds you all safe and well.

I am writing to request your approval to host next years' Ghost Gravel: Almaguin cycling event from your overflow parking lot on Saturday August 20th 2022.

We had a very successful test event in August this year, with all 15 of our Ambassadors from across Ontario scoring the event 5/5 across our evaluation measures. We managed to raise over \$2000 for our cause partner CAMH and were happy with the provincial news coverage received.

We were particularly pleased that the various local businesses and organisations we partnered with also had positive feedback. These included ACED, Cornball Store, Parry Sound Bikes, South River Brewing, Copperhead Distillery, Di Casa Foods, Magnetawan Fire Department and the North Bay Nugget.

As always subject to latest Public Health advice, our intent is to increase capacity to 60 riders to tackle the 140km course. Our hope is that we will also be able to have a small outdoor post-ride celebration. Use of the site and restroom access is requested from 05:00 until 19:00.

I would be delighted to provide any additional details or answer any questions you may have.

With very best wishes,

Matt Foulk  
Founder, Ghost Gravel

hello@ghostgravel.com

@ghost\_gravel

ghostgravel.com

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, 2021
- 2) Authorizes the Treasurer to transfer any 2021 year-end surplus into the Asset Management Reserve
- 3) Authorizes the Treasurer to draw any 2021 year-end deficit from the Working Funds Reserve

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

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

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

Recorded Vote

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

# Group Benefits Program 2021 Renewal Rating



Mosey & Mosey

**MUNICIPALITY OF MAGNETAWAN**

**GROUP BENEFIT PLAN RENEWAL**

**EFFECTIVE: OCTOBER 1, 2021**



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## EXECUTIVE SUMMARY

The employee group benefits for the Municipality of Magnetawan, as part of the larger Parry Sound District-Wide Plan, are underwritten by the following insurers:

Insurer	Benefits	Renewal Date
Manulife	Employee, Dependent & Optional Life, STD and LTD	October 1 <sup>st</sup>
Green Shield	Health, Dental and Fully Pooled OOC Travel	October 1 <sup>st</sup>
AIG	Basic AD&D	December 1 <sup>st</sup>

Section 2 of this report discusses our evaluation of the insurers' proposed renewal rate adjustments and our subsequent negotiations. The results of this, for the Municipality of Magnetawan, are summarized below.

Benefits	Current Premium	Insurers' Proposed Renewal		Mosey & Mosey Negotiated Renewal	
		Rate Change	Monthly Premium	Rate Change	Monthly Premium
Group Life	\$458.65	+15.3%	\$529.14	+7.4%	\$492.36
Dependent Life	\$71.55	+4.0%	\$74.40	+4.0%	\$74.40
AD&D	\$25.54	N/C	\$25.54	N/C	\$25.54
Short Term Disability	\$975.21	-31.0%	\$673.33	-31.0%	\$673.33
Long Term Disability	\$1,925.30	+10.9%	\$2,135.41	+6.2%	\$2,044.50
<b>Manulife &amp; AIG Benefits</b>	<b>\$3,456.25</b>	<b>-0.5%</b>	<b>\$3,437.82</b>	<b>-4.2%</b>	<b>\$3,310.13</b>
Extended Health Care	\$3,770.21	+9.5%	\$4,128.04	+4.0%	\$3,921.01
Deluxe Travel Plan	\$91.20	N/C	\$91.20	N/C	\$91.20
Dental Care	\$1,294.10	-6.6%	\$1,209.02	-14.8%	\$1,102.52
<b>Green Shield Benefits</b>	<b>\$5,155.51</b>	<b>+5.3%</b>	<b>\$5,428.26</b>	<b>-0.8%</b>	<b>\$5,114.73</b>
<b>Overall Cost</b>	<b>\$8,611.76</b>	<b>+3.0%</b>	<b>\$8,866.08</b>	<b>-2.2%</b>	<b>\$8,424.86</b>
<b>Monthly Cost Including PST</b>	<b>\$9,300.70</b>	<b>+3.0%</b>	<b>\$9,575.37</b>	<b>-2.2%</b>	<b>\$9,098.85</b>
<b>Change in Dollar Value Annually</b>			<b>\$3,296.04</b>		<b>(\$2,422.20)</b>

As illustrated above, the proposed renewal costs would have resulted in an overall adjustment of +3.0% or \$3,296 annually, including PST. In comparison, Mosey & Mosey's negotiations have resulted in an overall negotiated adjustment of -2.2% or (\$2,422), which results in annual savings of \$5,718. Please refer to Section 3 of this report for an illustration of your pre-renewal and Mosey & Mosey's negotiated renewal rates by benefit line.

Section 6 provides details (and cost) for adding coverage for the Maple virtual care service (which the Municipality of Magnetawan is currently receiving free of charge). If the Municipality of Magnetawan elects to add this service, please provide direction regarding which model (standard or premium) you wish to implement.



# 2

## AUDIT AND REVIEW OF BENEFITS

### Pooled Benefits

The Life and Long Term Disability (LTD) benefits are underwritten on a partially pooled, partially experience-rated basis. The rating of these benefits takes into consideration the overall performance of the insurance company's pool, changes in the demographics of your group of employees (i.e., weighted average age distribution, female/male ratio and occupational characteristics) and to a limited degree, the Parry Sound District-Wide Plan's experience.

The insurer reviews up to five years of experience (if available) for the combined plan and then applies partial credibility which is based on the size of the overall plan and the number of years of experience used in the analysis. Utilizing multiple years of experience is common practice in the marketplace and reduces rate volatility from one year to the next by spreading the liability over a longer period, rather than expecting a group to absorb the full impact of a single year of experience.

### **Employee Group Life and Dependent Life**

We performed a review of the Life experience for the available 54 months for the Parry Sound District-Wide Plan. For the current 12 month experience period, there was:

- No Life claims compared with paid premiums of \$148,321.
- The insurer is required to hold a reserve amount for the disabled individuals that are currently on waiver of premium; the amount of which as at May 31, 2021 is \$19,677.
- The insurer must also hold an Incurred but not Reported (IBNR) reserve amount for any potential claimants who are satisfying the waiting period but do not yet appear on the disabled list. The IBNR is calculated as a function of premium and as at May 31, 2021 this amount is \$21,167.

Based on the number of employees insured over the period under review, only 25% credibility would be applied to the experience while the remaining 75% would be applied to the demographic adjustment and the performance of Manulife's pool (i.e., the manual rate).

Primarily because of the manual rate, Manulife proposed a renewal adjustment of +15.3% to the current Basic Life rate. **Mosey & Mosey's analysis led us to request a Basic Life renewal adjustment of +7.4% this year, and we are pleased to advise that the insurer has agreed with our assessment.**

For Dependent Life, this year's renewal adjustment of +4.0% primarily reflects the performance of Manulife's Dependent Life pool.

### **Optional Life**

Optional Life is available for an employee who wishes to top up the amount provided by the Employee Group Life benefit, or to provide coverage for their spouse. The rates for this benefit are based on a fixed age-banded scale, as illustrated in Section 3. Manulife has confirmed that there is no change to the scale this year.

There are currently no employee or spousal Optional Life amounts in effect. Should the Municipality of Magnetawan be interested in re-communicating the value of the Optional Life plan to the eligible employees, Mosey & Mosey can assist with this, on your behalf.



### Long Term Disability (LTD) – Taxable Plan

As the Municipality of Magnetawan's LTD benefit is among those that are taxable (whereby the employer pays any portion of the premium) this benefit must be rated independently of the non-taxable LTD plan. If the experience for the plans was underwritten on a combined basis, it would nullify the non-taxable status of the plans for which the employees pay the entire premium, due to the potential for cross-subsidization. Manulife's analysis reviews the taxable and non-taxable plans in aggregate to calculate a common credibility factor that is applied independently to each's plan's own experience. This methodology is still sufficient for the non-taxable status to remain intact.

We performed a review of the taxable LTD benefit experience for the available 54 months for the Parry Sound District-Wide Plan. LTD is typically analyzed on a year of incurral basis utilizing the most recent 5 years of experience, although this will not become a factor for another year. As of the end of the current 12 month experience period, there was:

- Paid premiums of \$211,014, compared with paid LTD claims of \$27,763, none of which was for the Municipality of Magnetawan.
- Disabled Life Reserves (DLR) are normally established by an insurer to pay LTD claims for those currently disabled until they return to work, are no longer considered disabled, or reach age 65. In the event that the LTD coverage was terminated with Manulife, all disabled employees receiving disability benefits remain the liability of this insurer in accordance with the terms and conditions of your current contract. As at May 31, 2021 there are two open claims, resulting in a DLR reserve of \$179,628.
- The insurer must also hold an Incurred but not Reported (IBNR) reserve amount for any potential claimants who are satisfying the waiting period but do not yet appear on the disabled list. The IBNR is calculated as a function of premium and as at May 31, 2021 this amount is \$63,961.

At present there are no disabled individuals from the Municipality of Magnetawan, which have Waiver of Premium reserves set up for the Life benefit and Disabled Life Reserves to pay monthly LTD benefits.

Based on the number of employees insured over the period under review (for both the taxable and non-taxable plans combined), 50% credibility would be applied to the experience while the remaining 50% would be applied to the demographic adjustment and the performance of Manulife's pool (i.e., the manual rate).

Primarily because of the manual rate, Manulife proposed a renewal adjustment of +10.9% to the taxable LTD rate. **Mosey & Mosey's analysis led us to request a taxable LTD renewal adjustment of +6.2% this year, and we are pleased to advise that the insurer has agreed with our assessment.**

### WSIB Considerations

As a reminder, for any employee that is approved for disability benefits under a provincial Workplace Safety & Insurance Board (WSIB) program, an LTD claim should also be filed with Manulife from the onset of the disability. Consideration should be given to submitting a Life and AD&D waiver of premium claim as well, within the claim notification and submission timeframes.

In the event the WSIB claim was ever to cease, yet there remained a disabling condition, the employee may be eligible to receive disability benefits under the Manulife LTD benefit. If this was to happen and no claim had been filed at the onset of disability, benefits would not likely be payable due to the claim notification /submission timeframe requirements not having been satisfied.

Furthermore, a waiver of premium claim under Life and AD&D benefits should be established for all long term WSIB claimants, regardless of whether the LTD claim is accepted or not.





### Basic Accidental Death & Dismemberment (AD&D)

As a result of AIG Insurance upgrading their systems earlier this year, the Basic AD&D policy was re-issued under a new number (which is shown within both the rate illustration and the plan summaries).

This benefit is rated according to the occupational characteristics of employees insured under the plan. Such factors as average age distribution and female/male ratio are not considered significant in the renewal-rating process of this benefit. Since we presume that there will not be a significant change in the occupational characteristics of the plan, we anticipate that AIG will propose to maintain the rate of \$0.025/\$1,000.

### Short Term Disability (STD)

A taxable disability plan is where the employer pays all (or any portion of) the premium; a non-taxable disability plan is where the employee pays the entire premium. The Canada Revenue Agency (CRA) requires that when taxable and non-taxable disability plans are provided under a related arrangement (such as the District-Wide plan), they are to be rated separately, based on taxability. If the experience for the plans was underwritten on a combined basis, it would nullify the non-taxable status of the plans for which the employees pay the entire premium, due to the potential for cross-subsidization.

The STD coverage is underwritten on a fully insured, partially experience-rated, non-refund basis. Manulife's analysis reviews the non-taxable and taxable plans in aggregate to calculate a common credibility factor that is applied independently to the taxable and non-taxable experience. This methodology is still sufficient for the non-taxable status to remain intact.

As the Municipality of Magnetawan's STD benefit is among the taxable plans within the Parry-Sound District-Wide plan, your taxable STD experience is combined with that of other participants with taxable STD plans, for rating purposes. Below is an illustration of the experience for the combined taxable STD plans, for the available 36 months.

Period	Paid Premium	Paid Claims	Loss Ratio
Jun 2018 to May 2019	\$36,667	\$14,297	39.0%
Jun 2019 to May 2020	\$52,952	\$19,998	37.8%
Jun 2020 to May 2021	\$55,304	\$5,576	10.1%
<b>Totals</b>	<b>\$144,923</b>	<b>\$39,871</b>	<b>27.5%</b>

In addition to the total loss ratio, IBNR reserves and expenses are taken into account. Based on the number of employees insured over the period under review (for both the taxable and non-taxable plans combined), 74% credibility has been applied to the experience while the remaining 26% has been applied to the performance of Manulife's pool (i.e., the manual rate).

Partially as a result of the manual rating component, **Manulife's renewal proposal was -31.0% to the current taxable STD rate, which Mosey & Mosey is in agreement with.**

### Deluxe Travel Assistance

If an individual should incur any Extended Health Care claims outside Canada, the full amount of such claims is removed from the claims experience for renewal determination purposes. This pooling coverage is provided as part of the Deluxe Travel Assistance.

The Deluxe Travel Assistance coverage is provided through Green Shield on a fully-pooled basis. Under this arrangement, the premium and claims for the Deluxe Travel Assistance coverage have already been excluded from each participant's experience and combined in a larger pool to determine the required Travel rate adjustment required for the next policy year.

Green Shield has proposed to maintain the Active <70 Travel rates for the upcoming year. The pre-renewal and renewal Travel rates are outlined within Section 3.





## **Fully Experience-Rated Benefits**

The Extended Health Care (EHC) and Dental benefits are underwritten on a non-refund, prospectively experience-rated basis. Under this underwriting arrangement, the liability is limited to the payment of the applicable monthly premiums.

### **Extended Health Care and Dental**

The EHC and Dental benefits are rated based on two years of your own experience (weighted 50% for each year); the results of which are applied 50% credibility, while the remaining 50% credibility is applied to the current year experience results of all combined participants within the Parry Sound District-Wide Plan. This methodology will reduce large rating fluctuations for the smaller participants (which had historically occurred as a result of their less predictable claiming variances from year to year). Nevertheless, it will still reward participants within the plan that have favourable experience results while participants that incur higher claims utilization will still receive some volatility risk protection and rate stability.

### **EHC Stop Loss Pooling**

In order to protect the plan costs against the impact of any unusually high claiming levels, a stop loss pooling arrangement has been included. Under this pooling arrangement, if an individual (employee or dependent) should incur EHC claims in Canada which exceed \$10,000 during any policy year, the amount of the claims in excess of \$10,000 are removed from the claims experience for the purposes of the renewal determination. Green Shield's charge for this arrangement has increased from 15.6% to 17.9%. For the District-Wide Plan, the amount of claims being pooled by Green Shield has fluctuated over the past couple of years, although it has decreased from \$50,811 last year to \$18,814 during this analysis period.

### **COVID-19 Premium and Claim Adjustments for Health and Dental**

Due to the ongoing COVID-19 pandemic, many EHC and Dental service providers had to shut down their businesses through the months of April, May and June of 2020. This resulted in overall reduced claims for many services (i.e., Paramedical, Vision, Dental, etc.) which has impacted your renewal ratings for these benefits.

To assist clients with their cash flow needs, Green Shield temporarily reduced billed rates (for April, May and June) by:

- 20% for EHC (including Vision but excluding Drugs).
- 75% for Dental.

We note that the amounts included within each renewal analysis period are:

- April and May 2020 are within the 2019/2020 period.
- June 2020 is within the 2020/2021 period.

Nevertheless, although these reduced premiums and claims are reflected within the EHC and Dental rating illustrations on the following pages, for renewal rating purposes Mosey & Mosey's analyses (similar to the insurance industry) have included COVID-19 adjustments for both the premiums and claims. The purpose of this is to bring these amounts up to a more typical annual level so that renewal rates can be set at a level that will support future anticipated claiming.

The COVID-19 Adjustments (shown within the rating analyses on the following pages) are calculated as follows:

- For the Premium Adjustments (line B), the temporary rate discounts shown above have been backed-out. The respective amounts shown therefore, are the April, May and June 2020 premium savings.
- The Claims Adjustments (line F) were calculated based on claims normalization factors. The respective amounts shown therefore, are the differences between what the value of the April, May and June 2020 claims would typically have been compared to the actual paid claims for those months.

The balance of this section provides the renewal calculations and claims utilization breakdown specific to the Municipality of Magnetawan.





**Extended Health Care Rating Analysis**

The rating analysis is based on two years of your own experience (weighted 50% for each year); the results of which are applied 50% credibility, while the remaining 50% credibility is applied to the review period of June 1, 2020 to May 31, 2021 for all combined participants within the Parry Sound District-Wide Plan. Mosey & Mosey’s analysis for the Municipality of Magnetawan is shown below.

	Parry Sound District-Wide Plan	Municipality of Magnetawan	
		2019/2020	2020/2021
A) Paid Premium	\$843,261	\$41,073	\$45,273
B) Premium Adjustment for COVID-19	\$5,116	\$371	\$204
C) Adjusted Paid Premium	\$848,377	\$41,444	\$45,477
D) Adjusted Premium	\$839,540	\$43,308	\$46,216
E) Paid Claims	\$520,171	\$27,084	\$21,804
F) Claims Adjustment for COVID-19	\$0	\$2,200	\$0
G) Adjusted Paid Claims	\$520,172	\$29,284	\$21,804
H) Stop Loss Pooling Credit	(\$18,814)	\$0	\$0
I) Stop Loss Pooling Charge	\$151,193	\$7,752	\$8,300
J) Reserve Adjustment	\$2,228	\$651	(\$422)
K) Total Incurred Claims Charges	\$654,779	\$37,687	\$29,682
L) Incurred Loss Ratio (K + D)	78.0%	87.0%	64.2%
M) Inflation / Utilization Trend (11% annual)	89.4%	109.3%	73.6%
N) Expenses (13%) – 87% Target Loss Ratio	102.8%	125.6%	84.6%
<b>Calculated Rate Adjustments:</b>	<b>+2.8%</b>	<b>+25.6%</b>	<b>-15.4%</b>
Application Two Year Weighting (50% / 50%)		+12.8%	-7.7%
<b>Participant’s Weighted Rate Adjustment:</b>			+5.1%
Application of 50% Credibility	+1.4%	+2.6%	
<b>Blended Adjustment:</b>			<b>+4.0%</b>

Glossary for Table:

- D) Paid premium (for the Municipality of Magnetawan) has been adjusted to reflect last year’s renewal rate change of +6.1%.
- F) After reviewing the June 2020 paid EHC claims, Mosey & Mosey determined that a COVID-19 claims adjustment (as described on page 6) was not necessary for EHC this year. However, the amount calculated for 2019/2020 (based on the April and May 2020 paid EHC claims) shown within last year’s report, has been retained within the analysis above.
- H) For the Municipality of Magnetawan, there were no pooled claims during the policy periods under review.
- I) Green Shield offers catastrophic stop loss insurance for any individual with annual paid claims that exceed \$10,000 during the policy year. Paid claims in excess of the \$10,000 level per individual are not charged against your paid claims experience. Green Shield’s charge for this coverage has been increased to 17.9% of adjusted premium.
- J) IBNR Reserve Adjustment represents 8% of adjusted non-pooled paid claims, which is competitive. Under an experience-rated insured contract, reserves are required as any claims incurred prior to and submitted after the cancellation date of the contract would remain the responsibility of the insurer in accordance with the contractual provisions of the contract.
- M) An annual inflationary/utilization trend factor of 11.0% has been applied to cover the anticipated increase in EHC costs. This has been adjusted to reflect the lag time from the end of each of the claims experience review periods to the effective date of the renewal on October 1, 2021. This is standard practice within the group benefits industry.
- N) The expenses were maintained at 13% (including premium tax) which is competitive.





In comparison to our analysis shown on the previous page, Green Shield calculated a rate adjustment of +9.5%. **We are pleased to advise that the insurer has agreed with our assessment and therefore the current billed EHC rates should be adjusted by +4.0% effective October 1, 2021.**

In order to achieve the above negotiated overall EHC rate adjustment, Green Shield requires the various internal rates to be adjusted independently so that they are representative of the expected claiming levels. Since costings are sometimes based on these internal rates, it is extremely important that they are kept in line with the expected claiming. **The following adjustments will apply to the internal EHC rates effective October 1, 2021, which results in the overall negotiated EHC adjustment of +4.0%.**

<b>Benefit</b>	<b>Internal EHC Rate Adjustments</b>
Drug	+3.0%
EHS	+7.0%





**Extended Health Care Claims Analysis**

The charts below provide a comparison of the Municipality of Magnetawan’s actual paid EHC claims by service category for the past three renewal review periods. In addition, the percentage changes have been calculated both from last year to this year (2019/2020 to 2020/2021), along with the earliest year to this year (2018/2019 to 2020/2021). These percentage changes illustrate the significant level of claiming fluctuations from year to year.

Health Service Category	Total Paid Claims 2018/2019	Percent of Total Paid Claims	Total Paid Claims 2019/2020	Percent of Total Paid Claims	Total Paid Claims 2020/2021	Percent of Total Paid Claims	% Change From Last Year	% Change Over Two Years
Prescription Drugs	\$15,568.20	73.6%	\$18,568.13	68.6%	\$16,438.03	75.4%	-11.5%	+5.6%
Paramedical	\$2,891.00	13.7%	\$5,062.52	18.7%	\$2,908.80	13.3%	-42.5%	+0.6%
Vision	\$1,120.00	5.3%	\$1,799.98	6.6%	\$1,049.50	4.8%	-41.7%	-6.3%
Eye Exams	\$250.00	1.2%	\$973.00	3.6%	\$643.00	3.0%	-33.9%	+157.2%
Footwear	\$1,322.50	6.2%	\$0.00	0.0%	\$440.00	2.0%	++	-68.7%
All Other Services & Supplies	\$0.00	0.0%	\$680.00	2.5%	\$325.00	1.5%	-52.2%	++
Hospital	\$0.00	0.0%	\$0.00	0.0%	\$0.00	0.0%	0.0%	0.0%
<b>Total EHC Claims Paid</b>	<b>\$21,151.70</b>	<b>100.0%</b>	<b>\$27,083.63</b>	<b>100.0%</b>	<b>\$21,804.33</b>	<b>100.0%</b>	<b>-19.5%</b>	<b>+3.1%</b>
Pooled Stop Loss Claims	\$0.00		\$0.00		\$0.00			
<b>Total Experience-Rated Claims</b>	<b>\$21,151.70</b>		<b>\$27,083.63</b>		<b>\$21,804.33</b>		<b>-19.5%</b>	<b>+3.1%</b>
Number of Subscribers	15		18		17		-5.6%	+13.3%
Average Claims Per Subscriber	\$1,410.11		\$1,504.65		\$1,282.61		-14.8%	-9.0%

Claim amounts for the most recent year have been somewhat impacted by the COVID-19 pandemic. Another aspect that impacts claiming fluctuations for the Municipality of Magnetawan is the relatively small number of subscribers. When the number of subscribers is very low, even a small change in the claiming activity can appear quite drastic.

In comparison, the overall Parry Sound District-Wide Plan’s experience-rated EHC claim amounts per subscriber are illustrated below:

Parry Sound District-Wide Plan	2018/2019	2019/2020	2020/2021		
Total Experience-Rated EHC Claims	\$472,900.73	\$473,532.25	\$501,356.71	+5.9%	+6.0%
Number of Subscribers	341	351	363	+3.4%	+6.5%
Average Claims Per Subscriber	\$1,386.81	\$1,349.09	\$1,381.15	+2.4%	-0.4%







**Prescription Drugs**

Consistent with the industry, the largest component of EHC claims are prescription drugs. Industry standards indicate drugs represent approximately 60% to 75% of the EHC claims, and the drug claims for the Municipality of Magnetawan are at the expected level. As drugs are the largest component of paid EHC claims, renewal rate adjustments are mainly dependent on their performance in any given year.

Although Drug claims were affected to a lesser extent as a result of the COVID-19 pandemic, these claims have still shown fluctuation as a result of the relatively small number of subscribers within the Municipality of Magnetawan, since even a small change in the claiming activity can appear quite drastic.

The number of prescriptions paid during the 2020/2021 policy period totaled 165. The table below provides a listing of the top five medical conditions based on amount of drug claims paid.

Rank	Medical Conditions	Top Drug in Category By Amount Paid	Total Drug Claims Paid	Percent of Total Drug Claims Paid	Total Number of Drug Claims	Average Cost
1	Diabetes		\$5,564	33.8%	27	\$206.07
2	Hypertension		\$2,710	16.5%	37	\$73.24
3	Asthma/ COPD		\$2,042	12.4%	6	\$340.33
4	Coagulants and Anticoagulants		\$1,543	9.4%	4	\$385.75
5	Men's Health		\$1,331	8.1%	5	\$266.20
	All Other Drugs		\$3,248	19.8%	86	\$37.77
TOTAL OF TOP 5 MEDICAL CONDITIONS:			\$13,190	80.2%	79	\$166.96
TOTAL ALL DRUG CLAIMS PAID:			\$16,438	100.0%	165	\$99.62

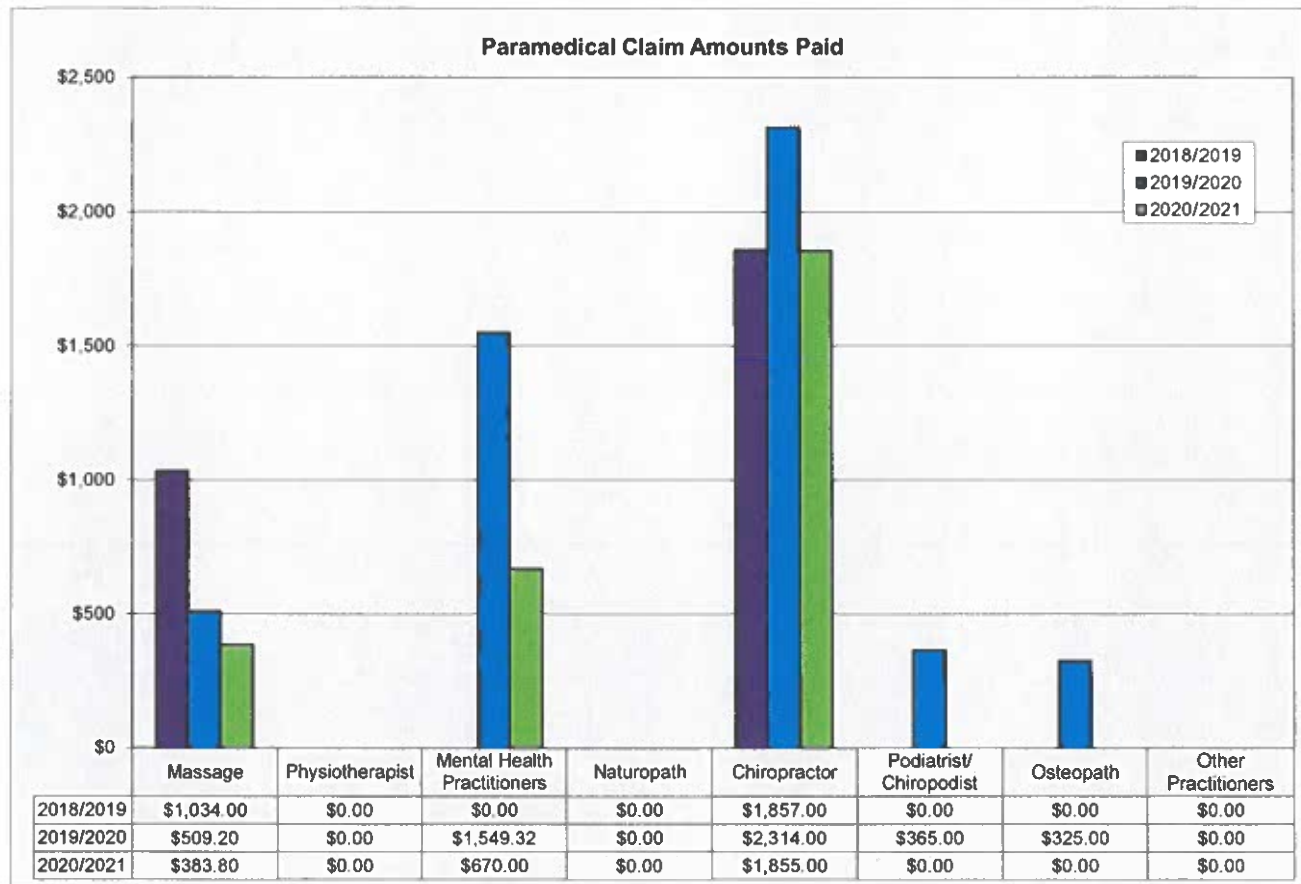
The medical conditions shown above represent a typical list based on the demographics of your group.

We note that the usage of generic drugs for the Municipality of Magnetawan has decreased; last year generic drugs represented 16.8% of all drug claims paid compared with 14.9% this year. In comparison, the entire Parry Sound District-Wide Plan's usage of generic drugs increased from 33.0% last year to 39.6% this year.



**Paramedical**

The total paramedical claims have also fluctuated partially as a result of COVID-19, and partially due to the relatively small number of subscribers within the Municipality of Magnetawan, which makes claiming unpredictable. The chart below illustrates each practitioner's paid claims over the past three periods, for the Municipality of Magnetawan.





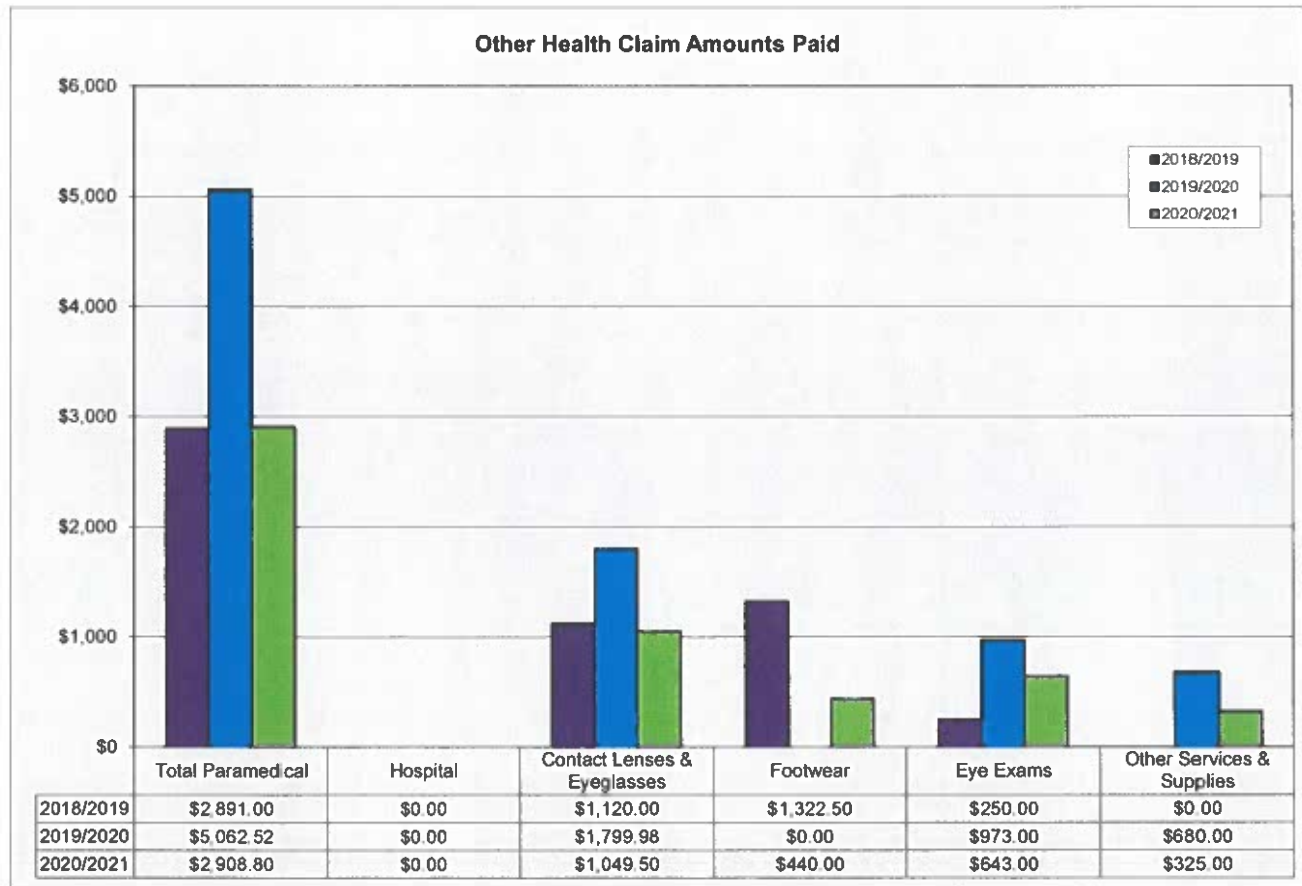
**Hospital**

We note that the semi-private hospital room charge per day typically increases annually. This benefit is normally quite volatile as the utilization is not driven by employee choice. The Hospital claims for the past three periods are included within the chart below.

**Other Service Categories**

The chart below is a graphical illustration of the Municipality of Magnetawan's paid claims over the past three periods for each (non-drug) service category. All Other Services and Supplies represent items such as diagnostic tests, ambulance, medical equipment, etc. Claim amounts for the 2019/2020 year have been impacted by COVID-19.

Due to the relatively small number of subscribers within the Municipality of Magnetawan, even a small change in the claiming activity can appear quite drastic.





**Dental Care Rating Analysis**

The rating analysis is based on two years of your own experience (weighted 50% for each year); the results of which are applied 50% credibility, while the remaining 50% credibility is applied to the review period of June 1, 2020 to May 31, 2021 for all combined participants within the Parry Sound District-Wide Plan. Mosey & Mosey’s analysis for the Municipality of Magnetawan is shown below.

	Parry Sound District-Wide Plan	Municipality of Magnetawan	
		2019/2020	2020/2021
A) Paid Premium	\$384,035	\$15,203	\$15,469
B) Premium Adjustment for COVID-19	\$25,381	\$2,728	\$1,293
C) Adjusted Paid Premium	\$409,418	\$17,931	\$16,762
D) Adjusted Premium	\$412,185	\$15,307	\$15,926
E) Paid Claims	\$350,385	\$6,319	\$5,015
F) Claims Adjustment for COVID-19	\$11,031	\$1,264	\$456
G) Adjusted Paid Claims	\$361,416	\$7,583	\$5,471
H) Reserve Adjustment	\$9,106	(\$305)	(\$85)
I) Total Incurred Claims Charges	\$370,522	\$7,278	\$5,386
J) Incurred Loss Ratio (I + D)	89.9%	47.6%	33.9%
K) Utilization / Fee Guide (9.6% annual)	99.9%	58.3%	38.3%
L) Expenses (13%) – 87% Target Loss Ratio	114.8%	67.1%	44.1%
<b>Calculated Rate Adjustments:</b>	<b>+14.8%</b>	<b>-32.9%</b>	<b>-55.9%</b>
Application Two Year Weighting (50% / 50%)		-16.4%	-27.9%
<b>Participant’s Weighted Rate Adjustment:</b>		<b>-44.3%</b>	
Application of 50% Credibility	+7.4%	-22.2%	
<b>Blended Adjustment:</b>		<b>-14.8%</b>	

Glossary for Table:

- D) Paid premium (for the Municipality of Magnetawan) has been adjusted to reflect last year’s renewal rate change of -13.6%.
- F) Unlike with EHC, after reviewing the June 2020 paid Dental claims, Mosey & Mosey determined that a COVID-19 claims adjustment (as described on page 6 was still necessary this year. In addition, the amount calculated for 2019/2020 (based on the April and May 2020 paid Dental claims) shown within last year’s report, has been retained within the analysis above.
- H) An adjustment is calculated to maintain the required IBNR reserve level at 10% of adjusted paid claims, which is competitive.
- K) A 5.0% per annum utilization trend has been applied to cover the anticipated increase in Dental claims. Additionally, an annual factor of 4.60% is required based on the fee guide schedule currently in effect for the Municipality of Magnetawan, which is upgraded every January 1<sup>st</sup>. Similar to the EHC benefit, the annual utilization/fee guide factor has been adjusted to reflect the lag time from the end of each of the claims experience review periods to the effective date of the renewal on October 1, 2021. This is standard practice within the group benefits industry.
- L) The expenses were maintained at 13% (including premium tax) which is competitive.

In comparison to our analysis shown above, Green Shield calculated a rate adjustment of -6.6%. **We are pleased to advise that the insurer has agreed with our assessment and therefore the current billed Dental rates should be adjusted by -14.8% effective October 1, 2021.**





**Dental Care Claims Analysis**

The charts below provide a comparison of the Municipality of Magnetawan's actual paid Dental claims by service category for the past three renewal review periods. In addition, the percentage changes have been calculated both from last year to this year (2019/2020 to 2020/2021), along with the earliest year to this year (2018/2019 to 2020/2021). These percentage changes illustrate the significant level of claiming fluctuations from year to year.

Dental Care Procedure	Total Paid Claims 2018/2019	Percent of Total Paid Claims	Total Paid Claims 2019/2020	Percent of Total Paid Claims	Total Paid Claims 2020/2021	Percent of Total Paid Claims	% Change From Last Year	% Change Over Two Years
Preventative Services	\$1,201.00	11.3%	\$1,084.52	17.2%	\$1,326.28	26.4%	+22.3%	+10.4%
Exams & Diagnostic	\$1,818.40	17.1%	\$902.80	14.3%	\$1,243.04	24.8%	+37.7%	-31.6%
Basic Restorative Services	\$5,323.12	50.1%	\$3,036.80	48.0%	\$1,149.60	22.9%	-62.1%	-78.4%
Periodontics	\$1,507.12	14.2%	\$1,200.04	19.0%	\$735.88	14.7%	-38.7%	-51.2%
Major Restorative	\$193.62	1.8%	\$0.00	0.0%	\$560.52	11.2%	++	+189.5%
Surgical Services	\$0.00	0.0%	\$95.12	1.5%	\$0.00	0.0%	-100.0%	0.0%
Endodontics	\$586.24	5.5%	\$0.00	0.0%	\$0.00	0.0%	0.0%	-100.0%
<b>Total Dental Care Claims Paid</b>	<b>\$10,629.50</b>	<b>100.0%</b>	<b>\$6,319.28</b>	<b>100.0%</b>	<b>\$5,015.32</b>	<b>100.0%</b>	<b>-20.6%</b>	<b>-52.8%</b>
Number of Subscribers	15		18		17		-5.6%	+13.3%
Average Claims Per Subscriber	\$708.63		\$351.07		\$295.02		-16.0%	-58.4%

Claim amounts for the most recent year have been somewhat impacted by the COVID-19 pandemic. Another aspect that impacts claiming fluctuations for the Municipality of Magnetawan is the relatively small number of subscribers. When the number of subscribers is very low, even a small change in the claiming activity can appear quite drastic.

In comparison, the overall Parry Sound District-Wide Plan's experience-rated Dental claim amounts per subscriber are illustrated below:

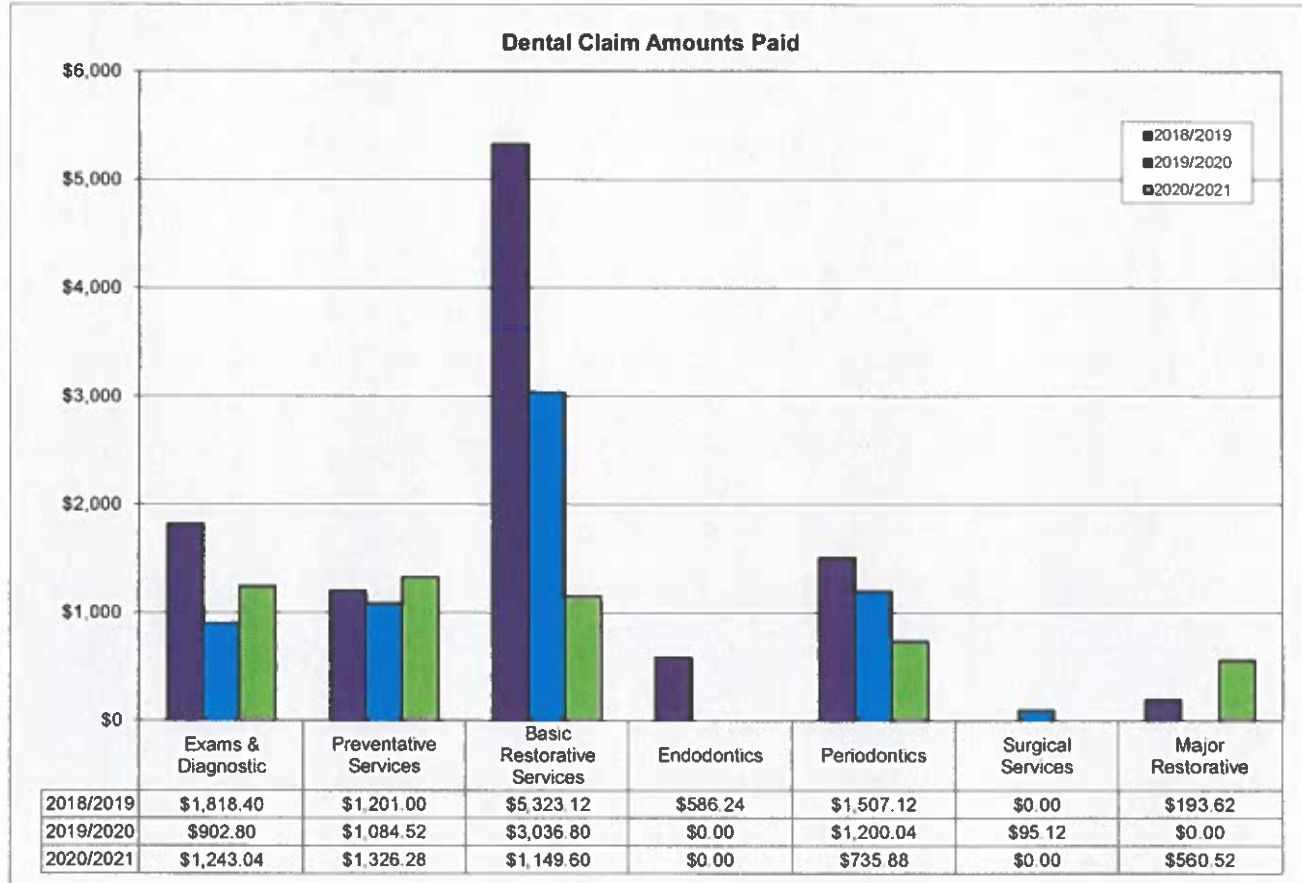
Parry Sound District-Wide Plan	2018/2019	2019/2020	2020/2021		
Total Dental Care Claims Paid	\$293,321.57	\$270,381.78	\$350,385.06	+29.6%	+19.5%
Number of Subscribers	318	329	342	+4.0%	+7.5%
Average Claims Per Subscriber	\$922.39	\$821.83	\$1,024.52	+24.7%	+11.1%





The chart below illustrates the Municipality of Magnetawan's paid claims for each Dental service category over the past three periods. Claim amounts for the most recent year have been impacted by COVID-19.

Due to the relatively small number of subscribers within the Municipality of Magnetawan, even a small change in the claiming activity can appear quite drastic.





## RENEWAL RATE AND PREMIUM SUMMARY

**Municipality of Magnetawan**

**Parry Sound District-Wide Employee Group Benefit Plan**

Manulife Policy #106012, Billing Group 003

Green Shield Group #27977

AIG # BSC 9427719

Benefits	Volume or # of Lives	Current Rates		Negotiated Renewal Costs Effective October 1, 2021		
		Monthly Rate	Monthly Premium	% Change	Monthly Rate	Monthly Premium
Basic Life	\$1,021,500	0.449	\$458.65	7.4%	0.482	\$492.36
Dependent Life	Units: 15	4.77	\$71.55	4.0%	4.96	\$74.40
AD&D	\$1,021,500	0.025	\$25.54	0.0%	0.025	\$25.54
Short Term Disability	\$12,423	0.785	\$975.21	-31.0%	0.542	\$673.33
Long Term Disability	\$54,433	3.537	\$1,925.30	6.2%	3.756	\$2,044.50
<b>Manulife and AIG Benefits Monthly Premium</b>			<b>\$3,456.25</b>			<b>\$3,310.13</b>
<b>% Adjustment Over Current Costs For Manulife &amp; AIG Benefits</b>						<b>-4.2%</b>
Drugs	Single: 2	75.02	\$150.04		77.27	\$154.54
	Family: 15	178.51	\$2,677.65		183.87	\$2,758.05
EHS	Single: 2	25.01	\$50.02		26.76	\$53.52
	Family: 15	59.50	\$892.50		63.66	\$954.90
<b>Total Extended Health Care</b>			<b>\$3,770.21</b>	<b>4.0%</b>		<b>\$3,921.01</b>
Deluxe Travel	Single: 2	2.85	\$5.70		2.85	\$5.70
	Family: 15	5.70	\$85.50		5.70	\$85.50
<b>Total Travel</b>			<b>\$91.20</b>	<b>0.0%</b>		<b>\$91.20</b>
Dental Care	Single: 2	31.00	\$62.00		26.41	\$52.82
	Family: 15	82.14	\$1,232.10		69.98	\$1,049.70
<b>Total Dental</b>			<b>\$1,294.10</b>	<b>-14.8%</b>		<b>\$1,102.52</b>
<b>Green Shield Benefits Monthly Premium</b>			<b>\$5,155.51</b>			<b>\$5,114.73</b>
<b>% Adjustment Over Current Costs For Green Shield Benefits</b>						<b>-0.8%</b>
<b>TOTAL MONTHLY PREMIUM:</b>			<b>\$8,611.76</b>			<b>\$8,424.86</b>
PROVINCIAL SALES TAX CURRENTLY 8%:			\$688.94			\$673.99
<b>TOTAL MONTHLY PAYABLE INCLUDING SALES TAX:</b>			<b>\$9,300.70</b>			<b>\$9,098.85</b>
<b>Overall Percentage Adjustment Over Current Cost</b>						<b>-2.2%</b>





**Parry Sound District-Wide Plan**  
**Optional Life**  
**Summary of Current Monthly Rates**

AGE	MALE - RATE/\$1,000		FEMALE - RATE/\$1,000	
	Smoker	Non-Smoker	Smoker	Non-Smoker
Under 25	0.083	0.050	0.067	0.042
25-29	0.083	0.050	0.067	0.042
30-34	0.118	0.059	0.101	0.051
35-39	0.118	0.059	0.101	0.051
40-44	0.261	0.118	0.177	0.076
45-49	0.482	0.214	0.330	0.143
50-54	0.767	0.388	0.505	0.244
55-59	1.157	0.554	0.709	0.350
60-64	1.567	0.857	0.987	0.606







4

**PLAN SUMMARY**

In the event of a discrepancy between this summary and the Policy, the terms of the Group Policy will apply.

BENEFIT	All Employees
<b>LIFE INSURANCE</b>	<b>Manulife Policy: 106012, Location 003, Class C</b>
Benefit Amount	1 x Annual Earnings (rounded to next higher \$1,000)
Non Evidence/Overall Maximums	\$175,000 / \$400,000
Reduction	50% at age 65
Termination Age	Earlier of retirement or age 70
<b>AD&amp;D</b>	<b>AIG Policy: BSC 9427719 - Class I</b>
Benefit Amount	Equal to life
<b>DEPENDENT LIFE</b>	<b>Manulife Policy: 106012, Location 003, Class C</b>
Spousal	\$10,000
Per Child	\$5,000
Termination Age	Earlier of retirement or age 70
<b>OPTIONAL LIFE</b>	<b>Manulife Policy: 106012, Location 003, Class C</b>
Employee Benefit	1- 20 units of \$10,000 (Maximum \$200,000)
Spousal Benefit	1- 10 units of \$10,000 (Maximum \$100,000)
Termination Age	Earlier of: EE age 65, EE retirement or spouse age 65
<b>SHORT TERM DISABILITY</b>	<b>Manulife Policy: 106012, Location 003, Class C</b>
Benefit Amount	66.7% of Weekly Earnings (rounded to next higher \$1)
Maximum	\$1,200 or EI maximum, whichever is greater
Benefits Payable	1st day Accident/Hospitalization; 8th day Sickness
Maximum Benefit Period	17 Weeks
Taxability	Taxable
Termination Age	Earlier of retirement or age 65
<b>LONG TERM DISABILITY</b>	<b>Manulife Policy: 106012, Location 003, Class C</b>
Benefit Amount	66.7% of Monthly Earnings (rounded to next higher \$1)
Non Evidence/Overall Maximums	\$3,250 / \$5,500
Elimination Period	119 days
Maximum Benefit Period	To age 65
Definition of Disability	24 month "Own Occ", "Any Occ" thereafter
Taxability	Taxable
Termination Age	Earlier of retirement or age 65 (less elimination period)





BENEFIT	All Employees (continued)
<b>EXTENDED HEALTH CARE</b>	<b>Green Shield Canada Billing Division 27977, Pkg. 45P</b>
Deductible	Nil
Maximum	Unlimited
Termination Age	Earlier of age 70 or retirement
Reimbursement	50% on ED and fertility drugs (see below); 50% on ortho shoes/boots; 100% all other items
Vision Care	\$200 / 24 Months for prescription eyeglasses or contact lenses
Eye Examinations	Once every 24 months
Hospital	Semi-Private
Drug Plan Description	Legally Requiring a prescription, diabetic needles and syringes
- Drug Card	Yes
- Generic Substitution	Mandatory generic with exception form
- ODB Deductible/Co-pay	Covered
- Capped Dispensing Fee	None
- Deductible	\$2 per prescription or refill
- Co-payment	50% on ED and fertility drugs
- Fertility Drugs	\$1,500 lifetime maximum
- ED Drugs	\$600 maximum every calendar year
- Smoking Cessations Drugs	1 course of treatment in a 12 month period
- Vaccines	Covered (with the exception of preventative vaccines for flu, hepatitis & chicken pox)
Private Duty Nursing	\$10,000 per calendar year, \$25,000 lifetime maximum
Chiropractor	\$500 per calendar year
Podiatrist/Chiropracist	\$500 per calendar Year - Combined (after OHIP is exhausted)
Osteopath	\$500 per calendar year
Naturopath	\$500 per calendar year
Cardiac Rehabilitation Care	\$500 per calendar year
Psychologist/Social Worker/Counsellor	\$500 per calendar year
Speech Therapist	\$500 per calendar year
Physiotherapist	\$500 per calendar year
Dietician	\$150 / Calendar Year
Registered Massage Therapist	\$500 / Calendar Year
Acupuncturist	\$500 per calendar year
Orthopedic Shoes or Boots	50% co-pay, for 1 pair up to a maximum of \$500 per calendar year
Custom-Molded Orthotics	2 pairs up to a maximum of \$500 per calendar year
Hearing Aids	\$500 every 5 years
Survivor Coverage	None
<b>OUT OF COUNTRY / TRAVEL</b>	<b>Green Shield Canada Billing Division 27977, Pkg. 45P</b>
Emergency Maximum	\$5,000,000 per person per incident
Trip Duration	60 Days
Referral Maximum	\$50,000 every calendar year
Benefit Termination	Age 70 or earlier retirement
<b>DENTAL</b>	<b>Green Shield Canada Billing Division 27977, Pkg. 45P</b>
Deductible	Nil
Benefit	Basic & Comp. Basic - 100%, \$1,500 per calendar year Major - 50%, \$1,500 per calendar year
ODA Fee Schedule	Current
Recall Frequency	6 months
Survivor Coverage	None
Termination Age	Age 70 or earlier retirement





**5**

**EP3 STATEMENT**

Please refer to the following page for the Inter-Company EP3 statement from Green Shield for the Municipality of Magnetawan.





**Date:** 2021/06/01

**Re:** 27977 – MUNICIPALITY OF MAGNETAWAN

**TOPS - PARRY SOUND AND NIPISSING REGIONAL PLAN**

This EP3 Statement confirms that, as of 2013/01/01, you are covered by GSC's Extended Drug Policy Protection Plan (EP3) which meets the Canadian Drug Insurance Pooling Corporation's (the "Corporation") EP3 minimum standards for drug insurance.

Please note that no provision contained in GSC's EP3 takes precedence over any provision contained in any provincial drug insurance pooling legislation.

**Benefit Provider:** Green Shield Canada

**Plan Sponsor:** MUNICIPALITY OF MAGNETAWAN

**Pooling threshold and how it is applied [e.g., Individual or Certificate shown by class or division if it varies]:**

**Pooling threshold:** \$10,000

**Pooling basis:** Basis per individual

**Are any Eligible Certificates subject to any form of pre-existing exclusion?**

No



## MAPLE: GREEN SHIELD'S VIRTUAL HEALTH CARE

Virtual care improves plan member health, reduces absenteeism, and enhances productivity. Maple is Canada's premium virtual care service, offering plan members timely and effective care from Canadian-licensed doctors online. With Maple, plan members have access to:

- 1. Direct connection to a doctor within five minutes:** Plan members can consult a doctor online from their phone, tablet or computer for medical advice, diagnosis, and treatment including prescriptions and lab work.
- 2. Dedicated Canadian-licensed doctors:** With hundreds of doctors available nationwide, Maple's network includes skilled general practitioners who are committed to providing safe and effective medical care.
- 3. Industry leading issue resolution rate:** Nine out of ten patients have their issue fully resolved on the first interaction. Doctors can effectively treat many acute issues and chronic conditions virtually.
- 4. Best-in-class digital health record:** Patients can be proactive about their health by storing, sharing, and managing their health data with Maple's digital health records.
- 5. Dedicated account management and support:** GSC and Maple support plan sponsors every step of the way with dedicated account managers, robust reporting, as well as technical support for plan members. This unique level of support ensures a strong return on investment for plan sponsors.

Green Shield is pleased to offer Maple's exceptional virtual care services at the exclusive pricing shown below.

	Premium Model	Standard Model
Per-employee per-month rate (excluding tax)	\$4.00	\$1.10
Number of consultations with a general practitioner	Unlimited	Four per family per calendar year*
General practitioner availability	24/7/365	7am to midnight (local time) 7 days a week, 365 days/year
Direct access to a general practitioner within 5 minutes	✓	✓
Medical advice, diagnosis, and treatment (including prescriptions, lab work, and more)	✓	✓
Specialist referrals to the public system**	✓	X
Robust digital health record for managing and storing health data	✓	✓
Plan sponsor reporting (including sign-up rates, usage, wait times, satisfaction ratings, etc.)	✓	✓
Integrated invoicing with your existing GSC bill	✓	✓

\* If four visits per calendar year are exceeded, plan members have access to GSC's preferred pay-per-visit rates.

\*\* Additional private specialty services on Maple are available at the plan member's expense. Specialties may vary by province.

Please advise whether the Municipality of Magnetawan wishes to implement either model shown above.

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW NO. 2021 -

BEING A BY-LAW TO ESTABLISH REMUNERATION FOR THE MAYOR AND MEMBERS OF COUNCIL

---

**WHEREAS** Section 238 (1) of the *Municipal Act, S.O. 2001, Chapter M.25*, as amended, provides that a municipality may pay any part of the remuneration and expenses of the members of any local board of the municipality and of the officers and employees of the local board;

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

1. The remuneration of the Mayor may be \$16,621.08 per annum.
2. The remuneration of the other members of Council may be \$11,650.44 per annum.
3. Annual salary increase will be in accordance with the CUPE Local Collective Agreement.
4. Council's per diem rate for a day seminar, conference, workshop, forum, association meeting, training and development session a rate of \$130.00 may be paid.
5. For a special meeting of Council a rate of \$75.00 may be paid. A special meeting shall not include any meeting that is held within a regularity scheduled Council meeting.
6. For Council Committee and Board meetings a per diem of \$75.00 may be paid and those outside of the boundaries of the Municipality mileage may also be paid.
7. THAT nothing in this by-law prevents the Mayor or a member of Council to decline any and/or all remuneration and serve the municipality on a "gratis" basis.
8. THAT By-law 2021-23 shall be repealed.
9. THAT this By-law shall come into force and effect upon December 15, 2021.

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto, this 15th day of December, 2021.

THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN

\_\_\_\_\_  
Mayor

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



## GRANTS SUMMARY

2021									
Name of Funding	Details	Cost of Project	Amount Anticipated	Municipality Portion	Notes	Status	Funding Source		
<b>APPROVED FUNDING</b>									
Recovery Funding	COVID-19	62,725	62,725	0		Approved and received funds	Provincial	100%	
CDP Resilience Infrastructure	COVID-19 Community Centre Roof and Windows, Public Works Gerry and 28 Church Street Foundation	100,000	100,000	0	costs are estimated	Approved and projects currently underway	Provincial	100%	
COGN Broadband Project #3	3 Internet Towers and Upgrading of 510	1,200,000	1,200,000	0		Approved and project currently in progress working with Spectrum	Various		
HMP Grant	To ensure Municipality is OREG S88 Compliant	32,500	26,000	6,500	2020 budget	Currently in progress working with consultant firm	Provincial	100%	
RED Program	Flowers 3 Years, Wayfinding Signage, WiFi Equipment, Street Lights, Public Art, Christmas Lights	53,100	15,930	37,170	costs are estimated	Approved Street lights were not approved in the funding \$20,000	Provincial	50%	
Municipal Modernization Intake #2	Scanner and Temp Staff Wages	40,000	26,000	14,000	costs are estimated	Approved currently waiting for funding agreement for signing	Provincial	70%	
Celebrate Ontario	Canada Day	11,730	4,800	7,730	costs are estimated	Received funds. Modification to grant that allows for virtual events and an in-person event that can be facilitated before or on September 6, 2021	Federal	50%	
Summer Experience Program	6 Student Wages	22,188	9,723	18,615		Grant funding approved for one student at the Heritage Museum	Provincial	50%	
Ontario Community Infrastructure Fund	Annual Allocation	68,261	68,261	0		Approved and received funds	Provincial	100%	
Reconnect Festival and Event Program	Drive In Movie Theatre and Dinner Event	13,000	6,000	6,000	costs are estimated	Approved currently waiting for funding agreement for signing	Provincial	70%	
Rural Enhancement Stream #1	Discs and Boat Launch	200,000	180,000	20,000	costs are estimated	Application was vetted and has progressed to the second stage of the approval process.	Provincial	70%	
2022 Museum Assistance Program	Bikes, Public Art and other projects at Museum	5,000	5,000	0		open to \$5,000 based on operating expenses in 2019	Provincial	80%	
2022 Northern Ontario Resource Development Support (NORDS) Fund (Yearly Allocation for next five years)	Invest in local infrastructure roads, watercourses, bridges etc	124,693	124,693	0		invest in infrastructure road work, watercourse, bridges, culverts etc.	Provincial	100%	
2022 Ontario Community Infrastructure Fund	Annual Allocation	198,604	198,604	0		invest in infrastructure road work, watercourse, bridges, culverts etc.	Provincial	100%	
Inclusive Community Grant	Friendship Centre Generator and Furnace, Ahmic Community Centre Furnace, Generator, Engineering, Permits, Kitchens, Messaging Sign	60,000	60,000	0	costs are estimated	Grant funding was not approved. Need an age friendly community plan to be recognized and developed. Only 55 projects were awarded only 2 in the north. Only 2.9 million funding allocated and 10 million in applications submitted	Provincial	50%	
Canada Summer Jobs	6 Summer Students Wages	77,130	77,130	0		Did not receive notification of outcome approval or denial. Sent three follow up emails	Federal	70%	
FCC Agrispirit Fund	Memorial Park	25,000	25,000	0	costs are estimated	Application was denied. Over 1500 applications were submitted	Federal	50%	
Healthy Communities Fund	Replacement of Pavilion Boards and Fencing	100,000	100,000	0	costs are estimated	Submitted waiting for outcome. Hope to know by August/September	Provincial	50%	
Community Seniors Grant 2021	Age Friendly Community Plan	35,000	25,000	10,000	costs are estimated could cost up to \$35,000	Submitted currently waiting on approval	Provincial	50%	
<b>CURRENTLY AWAITING APPROVAL</b>									
Canada Community Revitalization Fund	Community Centre Roof	190,000	172,500	17,500	costs are estimated 75% max contribute stacking up to 100%	Submitted passed Stage 1 currently waiting on Stage 2 approval	Federal	50%	
2022 Red Program Intake #2	Wayfinding signage business boards Magnetawan and Ahmic Harbour, Flowers for 2024, Trees 2022, Public Art 2022, 2023, 2024	49,000	14,700	34,300	costs are estimated				
2022 Community Build Fund	Wheelchair Swings, Wheelchair accessible Beach Mats, Bikes, Floating Beach Wheelchair	100,000	100,000	0	costs are estimated		Provincial	70%	
2022 Celebrate Canada	Canada Day Event	11,730	11,730	340	costs are estimated	Canada Day Event			
2022 Young Canada Works	Wages for 4 Heritage Museum Attendant	28,880	28,880	0			Provincial	50%	
<b>Withdraw from Program</b>									
WSIB Excellence Program	Health and Safety Policy Implementations	5,000	5,000	-5,000		Currently in progress working with consultant firm. No support from consultant firm full refund submitted	Provincial	100%	
Rural Enhancement Stream #2	Library	200,000	180,000	20,000	costs are estimated	Application currently withdrawn	Provincial	70%	
		<b>Total</b>	<b>8,000,702</b>	<b>7,890,538</b>	<b>188,166</b>				
		<b>Approved Funding</b>	<b>2,150,951</b>	<b>2,070,574</b>	<b>110,018</b>				

## Minutes

### Date:

May 27, 2021

### Time:

1:30pm

### Location:

Zoom

<https://zoom.us/j/99576690946?pwd=R2w3aFdkQ0p5SEJnMmQ0RWxOay9SZz09>

Meeting ID: 995 7669 0946

Passcode: 461074

### Members Present:

- |                |                       |
|----------------|-----------------------|
| • Parry Sound  | Bonnie Keith          |
| • Ryerson      | Penny Brandt          |
| • Perry        | Margaret Ann MacPhail |
| • Archipelago  | Wendy Hawes           |
| • Strong       | Jody Baillie          |
| • McKellar     | Mike Kekkonen         |
| • Sundridge    | Lyle Hall             |
| • Whitestone   | George Comrie         |
| • Burk's Falls | Lisa Morrison         |

### Staff Present:

- |               |               |
|---------------|---------------|
| • Parry Sound | Andre Couture |
|---------------|---------------|



## **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 May 27, 2021, be approved as circulated.

**Moved by:** Penny Brandt

**Seconded by:** Jody Baillie

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

None disclosed.

## **2. Public Meeting**

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

### **3.1 Adoption of December 9, 2020, Meeting Minutes**

That the Minutes from the committee meeting held December 9, 2020, be approved as circulated.

**Moved by:** Margaret Ann MacPhail

**Seconded by:** Lyle Hall

### **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 2021**

That the POA Court Manager's Report Q1 2021 be accepted.

The Corporation of The Town of Parry Sound

Municipal Partners POA Advisory Committee Meeting Minutes May 27, 2021

**Moved by:** George Comrie

**Seconded by:** Penny Brandt

## **9.2 Other Business**

### **9.2.1 2021 Q1 Partners Distribution**

### **9.3 Date of Next Meeting**

November 25, 2021, at 1:30pm.

## **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.

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**Central Almaguin Planning Board**  
**MINUTES**  
**Wednesday, November 17, 2021**  
**At the Village of South River Municipal Office located at**  
**63 Marie Street, South River (705-386-2573)**

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**Draft Board Meeting Minutes for November 17, 2021 – 5:30 p.m.**

Attending:

Sundridge	Member Lyle Hall*	Joly	Tim Bryson (Absent with notice)
South River	Member Jim Coleman	<b>Vice Chair</b>	Magnetawan Member Sam Dunnett
Machar	Member Lynda Carleton	Strong	Member Kelly Elik
Provincial	Member Michael Nelson	<b>Chair</b>	Provincial Member John MacLachlan

\* indicates attended the meeting virtually

Secretary-Treasurer: Christine Hickey

Guests: Attending Virtually- Peter Benninger, Dave McAlister

1. The Chair call called the meeting to order at 5:30 p.m.
2. Declaration of Pecuniary Interests - None
3. Approval of Minutes

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

Be it resolved that this Board does hereby adopt the minutes of Wednesday October 20,2021; as written.

CARRIED

4. Payment of the November Accounts

**Res #2 Kelly Elik-Michael Nelson**

Be it resolved that this Board hereby payment of the November accounts:

Ch# 457 - Village of South River - Rent for November 2021 - \$309.62

Ch# 458 - Christine Hickey – (Wages 4 weeks plus 2 hours)

CARRIED

5. Decisions on the following Files:

B029/21 – Lount

**Res #3 Jim Coleman-Michael Nelson**

Be it resolved that this Board does hereby approve File B029/21 Lount

That this approval applies to create three (3) new lots which will have a minimum of 60m Frontage on Rye Road with a Depth of 153m (+/-) and a minimum area of 1.0 ha; retained lot will be approximately 37.46ha (+/-).

The subject lands are located at at Con B, Lot 148, PCL 8498 NS, Township of Lount, District of Parry Sound.

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

CARRIED

B018/211 - Magnetawan

**Res #4 Kelly Elik-Michael Nelson**

Be it resolved that this Board does hereby approve File B018/21 Magnetawan

That this approval applies to create one (1) new lot which will have a proposed right of way, with 105m (+/-) straightline water Frontage with an irregular Depth of 172m (+/-) and an area of 1.0ha (+/-); retained lot will be 245m (+/-) straightline water Frontage, 210m (+/-) irregular Depth with an area of 2.5ha (+/-).

The subject lands are located at at Con 2, Lot 26, with a municipal address of 15 Poplar Lane, Township of Magnetawan, District of Parry Sound

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

CARRIED

6. New Files:

B027/21 – Laurier

The Board requested that prior to considering the application complete, the applicant is to obtain access permits from the Ministry.

B028/21 – Laurier

The Board accepted the new application and directed the Secretary-Treasurer to proceed with the Notice of a Public Meeting.

B030/21 – Laurier

The Board accepted the new application and directed the Secretary-Treasurer to proceed with the Notice of a Public Meeting.

B031/21 – Strong

The Board accepted the new application and directed the Secretary-Treasurer to proceed with the Notice of a Public Meeting.

B032/21 – Lount

The Board accepted the new application and directed the Secretary-Treasurer to proceed with the Notice of a Public Meeting.

B033/21 – Joly

The Board accepted the new applications and directed the Secretary-Treasurer to proceed with the Notice of a Public Meeting.

B034/21 - South River

The Board advised the applicant to confirm that the status of the lots as it appears they may currently be separate lots.

9. Correspondence

9.1 Township of Joly – Notice of a Public Hearing – Con 12, Part Lot 15

10. Follow-up Items

10.1 Ministry of Municipal Affairs and Housing - Memo Dated September 17, 2021  
Re: Submission Invitation for 2021-22 Special Business Case Funding - Update

**Res #5 Kelly Elik-Michael Nelson**

Be it resolved that this Board directs the Secretary-Treasurer to submit an application to the Ministry of Municipal Affairs and Housing for the 2021-2022 Special Business Case Funding for the design and development of a website. The website will provide access to planning documents for the unincorporated townships within the Central Almaguin Planning area and assist the Central Almaguin Planning Board in ensuring the planning process within these unincorporated Townships is accessible and transparent to everyone.

AND THAT the Board requests \$4000.00 in Special Case Business funding to complete the design and development of a website.

CARRIED

10.2 Ministry of Municipal Affairs and Housing – 2020 Funding  
Re: Review of Interim Consent Policy Documents

**Res #6 Michael Nelson-Lynda Carleton**

Be it resolved that this Board receives the Consent Policy Documents as provided by Robert Miller, Professional Land Use Planner.

AND THAT revisions to the noted sections as presented at the meeting should be included.

CARRIED

10.3 Lakeshore Capacity Study – Prepared by Friends of Deer Lake

**Res #7 Lynda Carleton-Kelly Elik**

Be it resolved that this Board has discussed the Lakeshore Capacity Study prepared by Friends of Deer Lake and thank them for their work.

CARRIED

10.4 Ontario Land Tribunal – Case PL190542  
Re: B013/19 Sundridge – 207 Main Street

11. Adjournment until Wednesday, December 15, 2021

**Res #7 Jim Coleman-Lyle Hall**

Be it resolved that this Board does hereby adjourn until Wednesday, December 15, 2021 or at the call of the Chair.

CARRIED

**Christine Hickey**  
**Secretary – Treasurer**

**John MacLachlan**  
**Chair**



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

**Minutes:** December 3rd, 2021, 11:00am via zoom and in person in the AHHC boardroom

**Present:** In person- Rod Ward, Carol Ballantyne, Delynne Patterson, Brad Kneller, Tom Bryson

**Zoom:** Cathy Still, Marianne Stickland

**Regrets:** Norm Hofstetter, Barbara Belrose, Dennis Banka

**Guests:** In person- Kevin MacLeod

**Zoom:** Courtney Metcalf

**Secretary-** In person- Camille Barr

Called to order at 11:00am by Chair R. Ward

1. 2021-055 Moved by D. Patterson and Seconded by B. Kneller  
**THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council adopt the minutes from November 5<sup>th</sup>, 2021, as circulated. Carried.
2. **DECLARATION OF PECUNIARY OF INTEREST:** None at this time
3. **DELEGATIONS:** None at this time
4. **RESOLUTIONS PASSED:**  
2021-056 Moved by C. Ballantyne and Seconded by T. Bryson

**WHEREAS** the current agreements between the Ministry of Health, the physician group in Burk's Falls and the Burk's Falls Family Health Team list the Burk's Falls catchment area to include Burk's Falls, Armour, Magnetawan, Perry and Ryerson; and

**WHEREAS** the physicians represented by these agreements can, technically, only take on patients within that catchment area; and

**WHEREAS** the Town of Kearney and the Township of McMurrich-Monteith are not part of this catchment area, nor are they part of any other agreement or other defined catchment area; and

**WHEREAS** the physicians in Burk's Falls have taken on some patients within the Town of Kearney and Township of McMurrich-Monteith on a best-effort basis; and

**WHEREAS** the inclusion of Kearney and McMurrich-Monteith population numbers would change the physician-to-patient ratio and may allow for increases in healthcare human resources within the Burk's Falls Family Health Team,

**THEREFORE BE IT RESOLVED THAT** The Township of \_\_\_\_\_ supports inclusion of the Town of Kearney and the Township of McMurrich-Monteith and asks that the Ministry of Health update the required agreements to reflect this change. Carried.

## 5. ITEMS FOR DISCUSSION

### a) **Revisit of the Terms of Reference for the Almaguin Highlands Health Council**

The floor was open for discussion on the draft Terms of Reference for Council. Overall AHH Council was happy with the terms with some minor adjustments. R. Ward will proceed to set up a meeting between himself, N. Kunkel and C. Still to review, specifically the Village of Burk's Falls role and the fund section. R. Ward aims to have a final draft to the AHH Council for review at the next meeting. R. Ward encouraged Council to share the draft with their own municipal Councils.

### b) **Sign for the AHC Boardroom**

Mockups for the Bruce Campbell boardroom sign were reviewed by Council. Council favored the wood plaque and design of Two Horse Gallery and requested the addition of the logo be added to the mockup for review. C. Barr to follow up on this request and will send revised mockup to Council for approval.

### c) **Health Hubs for Northern Ontario**

R. Ward and M. Stickland were approached by Dr. Preston (formerly of Sundridge) and Wendy Smith of Nippissing Wellness Ontario Health Team, to engage in a conversation regarding Health Hubs. There is recognition that the North is unique and should have a special designation based on its specific challenges. A decision as to where boundaries will fall will be made in March. Up to this point, the Ministry has not been in favor of several smaller Ontario Health Teams (OHT's) being developed in the North; however, the concept of forming smaller "health hubs" working under the umbrella of a larger OHT in the north has been discussed. Conversations are preliminary and Council is seeking further information at this time.

M. Stickland and R. Ward will attend a meeting in December with the North East OHT steering committee and they will bring information back to Council for the January meeting.

### d) **Other business**

K. MacLeod informed Council that the FHT has hired an OTN Telemedicine Nurse. She is currently training, with the hope to be able to offer telemedicine in the next few weeks. She will be working Tuesdays and Thursdays with a gradual increase in days.

Renovations for the FHT continue to move forward. The project will go to tender in the new year. FHT continues to work closely with the Village of Burk's Falls with this project.

OTN may require upgrades as the new Telemedicine Nurse begins exploring the system and its needs. K. MacLeod will bring equipment requests to Council



should there be some. K. MacLeod also purchased an air purifier for the OTN space. He will provide Council with the receipt.

**2021-057** Moved by T. Bryson and Seconded by C. Still

**THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council adjourn at 12:00pm to meet again on January 7th at 11:00am. Carried.  
Location will be AHHC boardroom or via zoom.

DRAFT

# AHH Council – Key Areas of Focus & Progress- December 2021

This summary provides the information related to the key areas of Focus and Progress as outlined in June 2019 for the Almaguin Highlands Health Council...



## Ontario Health Team Partnership

Document and communicate the specific healthcare needs of the entire Almaguin Highlands in order to create our vision of people-centred care within our own community. Establish partnership with OHT (or OHT's) which aligns with and supports our vision.



## High-Speed Internet Throughout Almaguin Highlands

Ensure that high-speed internet, a key component in the future of healthcare delivery, is available to every resident of the Almaguin Highlands. The goal is to help level the playing field and ensure our residents can access existing and future digital healthcare options.



## Attract & Retain Healthcare Professionals

Ensure excellent healthcare to our region through continuous efforts to both attract new professionals and retain the ones we have. The goal is to build an exceptional team of healthcare professionals, working together across the region.



## Coordinate Healthcare Services to Serve Entire Region

Advocate for new and expanded healthcare services and help influence decisions which protect our region. Continually partner with our healthcare providers in support of the specific healthcare needs of our community.

**Progress:** Items in red and bolded below are new this month...

- AHC participation in MAOHT Digital Working Group underway
- AHC participation in MAOHT Collaboration Steering Committee continues
- **Completed provincial “lessons learned” exercise to assist other provincial OHTs (Patient / Family / Caregiver)**
- **Follow-up sessions with Nipissing Wellness and their OHT application; discussion of “health hubs” concept for Almaguin region**

- **Armour Township public wi-fi / internet point-of-presence at community centre (Katrine) in progress**
- High-speed fibre build-out by Lakelands is in progress for Emsdale to South River Highway 11 corridor

- Funding requests to assist with renovations for BFFHT sent to several municipalities
- **Funding requests to provide rental relief for new Physiotherapist expected to be approved by most / all Councils**

- **Confirmed new physiotherapist to move into AHC location in January 2022**
- **Finalized Almaguin Highlands Health Council Terms of Reference**
- **Working to extend physician catchment area in Burk's Falls to include Kearney and McMurrich-Monteith**
- **Note that Sundridge has now filled the physician vacancy, as of 15-Nov-2021**

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

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

**WHEREAS** the current agreements between the Ministry of Health, the physician group in Burk's Falls and the Burk's Falls Family Health Team list the Burk's Falls catchment area to include Burk's Falls, Armour, Magnetawan, Perry and Ryerson;

**AND WHEREAS** the physician represented by these agreements can, technically, only take on patients within that catchment area;

**AND WHEREAS** the Town of Kearney and the Township of McMurrich-Monteith are not part of this catchment area, nor are they part of any other agreement or other defined catchment area;

**AND WHEREAS** the physicians in Burk's Falls have taken on some patients within the Town of Kearney and Township of McMurrich-Monteith on a best effort bases;

**AND WHEREAS** the inclusion of Kearney and McMurrich-Monteith population numbers would change the physician to patient ratio and may allow for increases in health care human resources within the Burk's Falls Family Health Team;

**THEREFORE BE IT RESOLVED THAT** the Municipality of Magnetawan supports inclusion of the Town of Kearney and the Township of McMurrich-Monteith and asks that the Ministry of Health update the required agreements to reflect this change.

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

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

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

Recorded Vote

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

TERMS OF REFERENCE FOR  
ALMAGUIN HIGHLANDS HEALTH COUNCIL  
(UPDATED: NOVEMBER 2021)

## 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

The Village of Burk’s Falls purchased the former Burk’s Falls and District Hospital from Muskoka Algonquin Health Care (MAHC) in 2010 after the closure of the hospital, including emergency departments. 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.

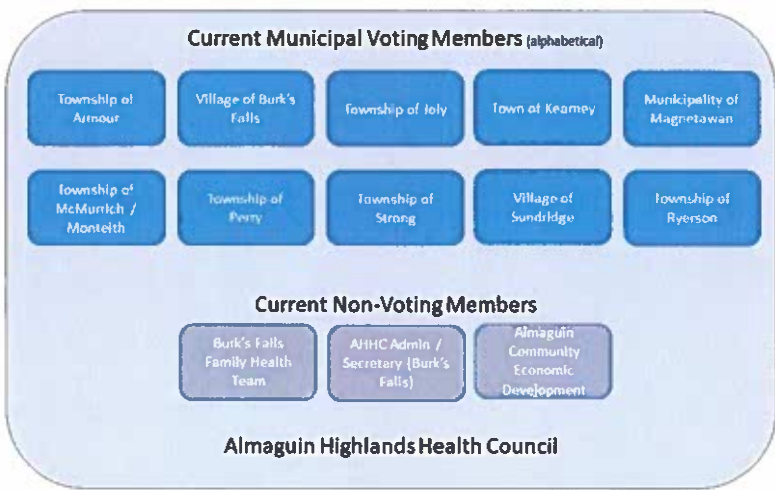
## Almaguin Highlands Health Council

### 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).

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:



**Current Municipal Non-Participants**



**Member Roles**

Each member of the Health Council shall have one vote of equal value on all decisions. From the membership there shall be one appointed position, determined by majority vote from the entire appointed membership, for the position of 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 reside 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) The Chair shall appoint a Vice Chair to 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 Board.

## 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.

Municipal elected officials will be appointed by their respective municipal Council for a four-year term.

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.

### 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 by the Health Council and utilized for the continuation and / or expansion of current and future health care services within the Almaguin Highlands Health Centre and / or 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. Funds not directed for a specific, named use will be disbursed at the discretion of the Health Council through resolution and majority acceptance.

### 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 took 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.

Ministry of Infrastructure

Broadband Strategy Division

777 Bay Street, 4<sup>th</sup> Floor, Suite 425  
Toronto, Ontario M5G 2E5

Ministère de l'Infrastructure

Division des stratégies pour l'accès à large  
bande

777, rue Bay, 4 étage, Suite 425  
Toronto (Ontario) M5G 2E5



**MEMORANDUM TO:** Municipal CAOs

**FROM:** Jill Vienneau  
Assistant Deputy Minister  
Broadband Strategy Division

**DATE:** December 1, 2021

**RE:** Building Broadband Faster Act Guideline and Regulations

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As you may be aware, the Ontario government has committed to ensuring that communities across Ontario have access to high-speed internet by 2025 and has committed nearly \$4 billion funding-based opportunities for unserved and underserved communities.

On September 9, 2021, the Government also launched a new innovative and competitive process which will enable qualified ISPs to bid for opportunities to provide high-speed internet access to remaining underserved and unserved communities across the province by the end of 2025. This process is now well underway and is being led by Infrastructure Ontario.

In April 2021, the Government of Ontario enacted the *Building Broadband Faster Act, 2021* (BBFA) along with amendments to the *Ontario Energy Board Act* through the passage of the *Supporting Broadband and Infrastructure Expansion Act, 2021* (SBIEA). The BBFA will help to remove barriers and support a more streamlined approach to the timely deployment of reliable, high-speed broadband infrastructure in unserved and underserved areas throughout Ontario.

On November 30, 2021, the Ministry of Infrastructure and Infrastructure Ontario issued the **Building Broadband Faster Act Guideline (Guideline)**, and two BBFA **regulations** (“**Prescribed Loss or Expense**” and “**Designated Broadband Projects**”), effective as of that date.

The Guideline and regulations support a new, more coordinated process and set out the collaboration expected of all partners, including municipalities, to reduce barriers and expedite deployment of broadband infrastructure. We will also put in place a Technical Assistance Team to provide implementation support to municipalities and other partners involved in high-speed internet projects.

The government has also proposed future legislative and regulatory amendments, as explained in the **Statement of Intent** (included in the Guideline). The Ministry is actively consulting on the proposed legislative measures, including with the Association of Municipalities of Ontario (AMO), before bringing forward amendments. If passed, these additional measures would provide greater certainty, and ensure the successful implementation of broadband projects.

The Ministry will be hosting a webinar in early 2022 on the Statement of Intent and Guideline. Further information will be provided in the coming weeks, including an invitation to you and/or your representative to participate.

Thank you for your support and should you have any questions, please do not hesitate to contact the Ministry.

Yours sincerely,

*Original signed by*

Jill Vienneau

*Attachment: Building Broadband Faster in Ontario Guideline*

## Laura Brandt

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**From:** OPP MPB Financial Services Unit (OPP) <OPP.MPB.Financial.Services.Unit@opp.ca>  
**Sent:** November 29, 2021 2:39 PM  
**To:** Laura Brandt; Linda Saunders  
**Subject:** Magnetawan M - July to September 2021 Detachment Revenues

Good afternoon,

Revenues collected at detachments on behalf of municipalities are credited to municipalities quarterly throughout the year, approximately two months after the end of the quarter.

We are pleased to advise July to September 2021 revenue credits have been sent to Ontario Shared Services (OSS) for processing and should be issued within the week. Your municipality will be receiving a credit memo in the amount of \$246.

The breakdown of the July to September revenue credit is as follows:

Security Checks = \$246  
Reports = \$0  
Fingerprints = \$0  
Other = \$0

We have been advised by OSS a call to 1-877-535-0554 is required to apply the credit to an outstanding invoice.

Should you have any questions please email [OPP.MPB.Financial.Services.Unit@opp.ca](mailto:OPP.MPB.Financial.Services.Unit@opp.ca).

Respectfully,

MPB Financial Services Unit

# FONOM

The Federation of Northern Ontario Municipalities

November 24, 2021

## MEDIA RELEASE

### **FONOM is extremely pleased and thankful for the announced resource sharing**

The Federation of Northern Ontario Municipalities (FONOM) is welcoming the announcement today that the provincial government will share resource extraction revenues with Northern Ontario municipalities.

Announced by Greg Rickford, Ontario's Minister of Northern Development, Mines, Natural Resources and Forestry, this new revenue-sharing arrangement will see funding dispersed to municipalities to help offset costs associated with repairing and maintaining local infrastructure impacted by resource operations.

"This funding is very welcome. It will help communities address their impacted road networks, said FONOM President Danny Whalen, noting FONOM was grateful to be involved at the onset of this new funding opportunity. "We were pleased to work with ministry staff and provide input in the development of this new funding stream."

FONOM and many of its member municipalities have lobbied successive governments for this type of funding arrangement. The extraction of resources from Northern Ontario drives a large part of the economic engine for the province and communities throughout the North. There are, however, impacts on municipal infrastructure when resources are moved through a community.

As Minister Rickford explained, municipalities will determine the local projects to which the resource funding will be applied. Municipalities will be able to stack the funding for three years, allowing them to tackle larger projects.

"We are thankful that the Ford Government has listened to our members and provided much-needed financial assistance to them," said President Whalen.

FONOM is an association of some 110 districts/municipalities/cities/towns in Northeastern Ontario mandated to work for the betterment of municipal government in Northern Ontario and strive for improved legislation respecting local government in the North. It is a membership-based association that draws its members from northeastern Ontario and is governed by an 11-member board.



President Danny Whalen  
705-622-2479

615 Hardy Street North Bay, ON P1B 8S2 Tel: (705) 478-7672  
Email: [fonom.info@gmail.com](mailto:fonom.info@gmail.com) Website: [www.fonom.org](http://www.fonom.org)

# FONOM

The Federation of Northern Ontario Municipalities

December 5, 2021

## MEDIA RELEASE

### **FONOM is concerned with the Physician, Nurse and Health Care Professionals shortage in Northern Communities**

The Federation of Northern Ontario Municipalities (FONOM) Board started its last meeting of 2021, pausing for a Moment of Silence in honour of the late Austin Hunt. Aussie, a long-time Board Member and Past President of FONOM passed away on November 10th at the age of 95.

During the meeting, the Board received presentations from Corina Moore and Al Spacek of Ontario Northland Transportation Commission, Mary Dawson-Cole and Al Spacek of the Municipal Property Assessment Corporation, and Dr. Robert Haché of Laurentian University. The Board appreciates receiving an update on the recent activities of these organizations. "We were happy to hear the account of ONTC's Test Train" and "MPAC's exciting venture in Northern Ireland," stated President Danny Whalen. He further commented, "it was welcome news to hear that the scholarships and bursaries for the University and the Northern Ontario School of Medicine are secure." Dr. Haché reassured the Board that the CCAA process is not impacting the student life of those enrolled in Laurentian's programs.

The shortage of Health Care Professionals was discussed at length by the Board. Many of the communities in the North either have a Doctor and Nurse shortage. Some communities have no physicians at all. "FONOM and many of its member municipalities had lobbied for the creation of the NOSM," commented Danny Whalen, "and now we will ask the Province to increase the enrollment to address the shortages in our communities." Also, the Board will discuss with the Ministry of Health the funding of small Hospitals receives to attract and retain nurses.

The communes being created in unorganized townships were also discussed, similar to the Boreal Forest Medieval Project. The creation of such projects will harm the environment! There are health and safety concerns, and the impact they will have on neighbouring Municipal and Emergency Services is a concern to FONOM.

FONOM is an association of some 110 districts/municipalities/cities/towns in Northeastern Ontario mandated to work for the betterment of municipal government in Northern Ontario and strive for improved legislation respecting local government in the North. It is a membership-based association that draws its members from northeastern Ontario and is governed by an 11-member board.



President Danny Whalen  
705-622-2479

615 Hardy Street North Bay, ON P1B 8S2 Tel: (705) 478-7672  
Email: [fonom.info@gmail.com](mailto:fonom.info@gmail.com) Website: [www.fonom.org](http://www.fonom.org)

**Ministry of Northern  
Development, Mines,  
Natural Resources and  
Forestry**

Office of the Minister

99 Wellesley Street West  
Room 6630, Whitney Block  
Toronto ON M7A 1W3  
Tel: 416-314-2301

**Ministère du  
Développement du Nord,  
des Mines, des Richesses  
naturelles et des Forêts**

Bureau du ministre

99, rue Wellesley Ouest  
Bureau 6630, Édifice Whitney  
Toronto ON M7A 1W3  
Tél.: 416 314-2301



774-2021-241

November 24, 2021

His Worship Sam Dunnet  
Mayor  
Municipality of Magnetawan  
1695 Emsdale Road  
Emsdale, ON P0A 1J0  
[sdunnett2@gmail.com](mailto:sdunnett2@gmail.com)

Dear Mayor Dunnet:

I am pleased to write to you regarding the Northern Ontario Resource Development Support (NORDS) Fund.

As I announced today, our government, through the new NORDS Fund, is investing \$15 million annually over the next five years in municipalities across Northern Ontario to help offset some of the impacts that resource development can have on local municipal and community infrastructure.

All 144 municipalities in Northern Ontario are eligible to receive funding under the new NORDS Fund to support investments in municipal and community infrastructure projects. Based on community size, an annual allocation has been identified for each municipality in Northern Ontario.

This new funding will complement existing funding streams available to municipalities for infrastructure projects. To help address and respond to municipal priorities, the NORDS Fund is flexible and will allow municipalities to stack with other programs, carry-over unused allocations year over year, and pursue partnerships with other northern municipalities to support regional projects.

I am pleased to confirm that Municipality of Magnetawan's annual allocation is \$124,693.14. This annual allocation can fund projects that began on or after April 1, 2021.

You can begin submitting project information on December 7, 2021, through the Transfer Payment Ontario website available at [www.ontario.ca/page/get-funding-ontario-government](http://www.ontario.ca/page/get-funding-ontario-government).

.../2



Melanie Alkins, a Northern Development Advisor from my ministry's Regional Economic Development Branch, will reach out to you shortly to provide support, or to answer any questions you may have. Ms. Alkins can also be contacted by telephone at 705-491-7897, or by email at [melanie.alkins@ontario.ca](mailto:melanie.alkins@ontario.ca).

Our government remains committed to working with and supporting municipalities across Northern Ontario.

Sincerely,

A handwritten signature in black ink, appearing to read "Greg Rickford". The signature is written in a cursive style with a large initial "G" and "R".

The Honourable Greg Rickford  
Minister of Northern Development, Mines, Natural Resources and Forestry



November 22, 2021

Laura Brandt  
Acting Deputy Clerk  
The Corporation of the Municipality of Magnetawan  
4304 Highway 520  
Magnetawan, Ontario  
P0A 1P0

Title: Reopening Fund for Heritage Organizations

Dear Ms. Brandt:

On behalf of the Minister of Canadian Heritage, it is my pleasure to inform you that your application for funding has been approved.

A grant in the amount of \$5,000 will be awarded to help your organization carry out its activities, under the Museums Assistance Program, Reopening Fund for Heritage Organizations. This funding will be allocated over one government fiscal year 2021-2022 and will be subject to certain terms and conditions, the appropriation of funds by Parliament, and the budget levels of the Program.

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

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

Sincerely,

Jethalal, Seema

Digitally signed by Jethalal,  
Seema  
Date: 2021.11.24 11:58:10  
-05'00'

Seema Jethalal  
Regional Director General  
Ontario Region



Ministry of Infrastructure

Ministère de l'Infrastructure



777 Bay Street, 4<sup>th</sup> Floor, Suite 425  
Toronto, Ontario M5G 2E5

777, rue Bay, 4 étage, Suite 425  
Toronto (Ontario) M5G 2E5

December 2021

File #: OCIF FC2-M-0216

Linda Saunders  
Treasurer  
Municipality of Magnetawan  
PO Box 70, 4304 Highway 520  
Magnetawan, Ontario  
POA 1P0

Dear Linda Saunders:

**RE: Ontario Community Infrastructure Fund Formula-Based Component Agreement Between Her Majesty the Queen in Right of Ontario The Corporation of the Municipality of Magnetawan effective November 9, 2016 (the "Agreement")**

**IMPORTANT - This enclosed funding allocation should be kept confidential and should not be shared in any public forums (except for your municipal council) or communicated to the media. The Province will provide information and a date when the funding for all municipalities will be publicly communicated.**

Pursuant to section F1.2 of the Agreement, enclosed please find an Allocation Notice which sets out the amount of Funds the municipality named in the subject line of this letter is eligible to receive under the Agreement in the 2022 Funding Year. Subject to the terms and conditions of the Agreement, the Province will provide the Funds in accordance with section F2.1 of the Agreement. Capitalized terms used but not defined in this letter and the Revised Allocation Notice have the meanings ascribed to them in the Agreement.

Staff will be contacting you in the near future on reporting required to meet the conditions of the Agreement in respect of the amount of Funds received in 2021.

Redesign of the Ontario Community Infrastructure Fund (OCIF):

As you may be aware, the Ministry of Infrastructure procured a third-party consultant to review OCIF for potential enhancements. The consultant engaged with the municipal sector, including the Association of Municipalities Ontario, in its development of recommendations that informed the Ministry's redesign of OCIF.

I am pleased to advise you of the following changes to OCIF, which include changes reflected in your 2022 allocation as well as changes that will be reflected in 2023 allocation notices and future years:

*2022 OCIF allocations:*

- Increase OCIF funding by \$1 billion over the next five years (an additional \$200 million per year);
- Increase the minimum grant amount from \$50,000 to \$100,000; and
- Introduce a funding cap, which sets the funding maximum for any municipality to \$10 million, or 2.5 per cent of the total fund.

The above changes will address communities' needs to renew and rehabilitate their core infrastructure and better support small and medium-sized municipalities.

*2023 OCIF allocations:*

- Starting with the 2023 allocations, the formula will be calculated using forward-looking Current Replacement Values (CRVs) and CRV estimates to approximate requirements to maintain municipal core infrastructure assets, instead of closing cost balance values from the Financial Information Return.
- A smoothing mechanism will be implemented to limit year-over-year changes in funding to  $\pm 15$  percent of the previous year's allocation.

The above changes ensure that funding is targeted to address core infrastructure needs while also providing stability and certainty to recipients.

*2024 and onwards:*

- The Ministry of Infrastructure will begin working with partners across government to develop and implement a more standardized method of collecting CRVs and other data from asset management plans, and to minimize administrative burden. CRVs will be used to inform future OCIF allocations, and data from asset management plans will be used to gain insights on municipalities' level of asset management investments and the state of good repair across core infrastructure.

Should you have any questions regarding the above, please do not hesitate to contact your Project Analyst, Joseph Dubonnet, directly at 519-400-6184 or via email at [Joseph.Dubonnet@ontario.ca](mailto:Joseph.Dubonnet@ontario.ca).

Sincerely,

Trevor Fleck  
Director, Infrastructure Program Policy Branch

**Ontario Community Infrastructure Fund (OCIF)**  
**Formula-Based Component- Revised Allocation Notice**

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**The Corporation of the Municipality of Magnetawan**

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**Formula-Based Funding Allocation**

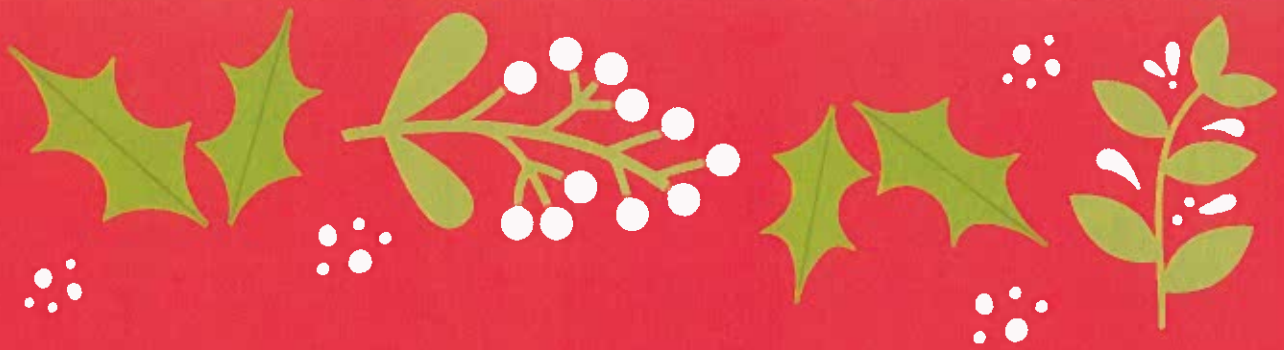
The amount of Funds the municipality named on this Revised Allocation Notice is eligible to receive under the Agreement in the 2022 Funding Year is as follows:

2022 formula allocation	\$198,604.00
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**Terms and Conditions**

*The provision of Funds to the Recipient are subject to the terms and conditions of the Agreement.*

2021 \$68,261



On behalf of Council and Staff

MERRY CHRISTMAS AND BEST  
WISHES FOR A SAFE AND JOYOUS  
HOLIDAY SEASON

JUST A REMINDER

The Municipal Office  
will be CLOSED from  
Friday December 24, 2021  
Re-opening Tuesday January 4, 2022

Both Municipal Landfills  
will be CLOSED  
Friday December 24 to Sunday December 26 as  
well as Saturday January 1, 2022





# 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**



# ICYMI

## In Case You Missed It!

### Council Highlights

### November 24, 2021

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



Council passed Resolution 2021-347 approving the 2022 Council Meeting Dates. For more information on the 2022 Council Meeting Dates please visit our website.

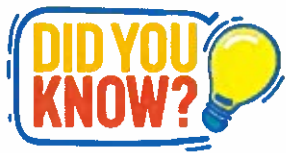
Council also passed Resolution 2021-349 receiving and approving the 2021 Private Road Program Report. Congratulations to all the Road Groups receiving a Private Road Grant in 2021! Stay tuned for information on the 2022 Private Road Grant on our website.



**GREAT NEWS!** Staff submitted an application in March “Magnetawan Waterfront Improvement Project” to the 2021 Northern Ontario Heritage Fund Corporation (NOHFC) and was successful in their application. The approved project for funding of \$180,000 will include replacement and repairs to municipal docks and to the municipal boat ramp located by the locks/Heritage Museum Centre on Hwy 520.



Council passed Resolutions 2021-340, and 2021-341 approving the DRAFT Building Fees Schedule “B” and DRAFT Fees and Charges By-laws and directed Staff to post notice as required and bring back the By-law for consideration at the December 15, 2021, meeting of Council.



That you can have Municipal News, Events and Updates directly emailed to your inbox? To join our Mailing List go to [www.magnetawan.com](http://www.magnetawan.com) and scroll to the bottom of the HOMEPAGE under QUICK LINKS. Don't forget to confirm your subscription !!

**SAVE THE DATE**

The next meeting of Council is December 15, 2021, at 1:00 pm at the Magnetawan Community Centre

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



Council Approval Accounts Payable and Payroll

Meeting Date: Dec 15/21

Accounts Payable	Amount
Batch # 179 Cheque Date: Cheque Numbers From: 22368 To: 22377	\$ 115,382.27
Batch # 181 Cheque Date: From: 22380 To: 22395	\$ 25,265.03
Batch # 185 Cheque Date: From: 22396 To:	\$ 246,794.34
EFT Batch # 183	\$ 43,925.66
EFT Batch # 187	\$ 10,934.54
Total Accounts Payable	\$ 442,301.84

Cancelled Cheques

Payroll Staff Pay Pay Period: # 24 Direct deposit and Cheque # 22378 to # 22379	\$ 43,601.96
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Staff Pay Pay Period: # Direct deposit and Cheque # to #	\$
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Council Pay Pay Period: # 24 All Direct deposit	\$ 4766.61
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Total Payroll	\$ 48,368.57
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Total for Resolution	\$ 490,670.41
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**MUNICIPALITY OF MAGNETAWAN**  
**Council/Board Report By Dept-(Computer)**

AP5130 Page : 1  
 Date : Dec 09, 2021 Time : 11:34 am

Vendor : 01009 To 30000  
 Batch : 179 To 187  
 Department : All

Cheque Print Date : 01-Jan-2021 To 15-Dec-2021  
 Bank : 0099 To 1  
 Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 1000 LIABILITIES</b>					
01094	ROCK HILL HUNT CLUB 295 I				
DEC/21	REFUND AMOUNT PAID TO 494404000107200 IN ERROR	185	08-Dec-2021	15-Dec-2021	
1-2-1000-1090	Miscellaneous Clearing				197.33
03082	CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 1813				
NOV/2021	NOVEMBER 2021 UNION DUES	181	30-Nov-2021	30-Nov-2021	
1-2-1000-1044	Union dues payable				804.09
04120	SAM DUNNETT				
NOV 17/21	CAPS MEETING MILEAGE	185	17-Nov-2021	15-Dec-2021	
1-4-1000-2010	COUNCIL - Materials and Supplies				38.50
13005	MAGNETAWAN AGRICULTURAL SOCIETY				
2021-221	AGRICULTURAL BUILDING HYDRO DONATION	179	26-Nov-2021	30-Nov-2021	
1-4-1000-5018	COUNCIL - Donations				4,000.00
13182	RAAFLAUB PHILIP E.				
NOV/21	REFUND OF ENTRANCE SECURITY DEPOSIT	185	19-Nov-2021	15-Dec-2021	
1-2-1000-1083	Entrance Security Deposits				500.00
15060	OFFICE OF THE PUBLIC GUARDIAN				
NOV/21	CHAPMAN A/C 970283023 REMITTANCE	185	30-Nov-2021	15-Dec-2021	
1-2-1000-1011	A/P-Public Trustee				600.00
18054	ROYAL CANADIAN LEGION BRANCH 394				
NOV/2021	DONATION	185	30-Nov-2021	15-Dec-2021	
1-4-1000-5018	COUNCIL - Donations				200.00
<b>Department Totals :</b>					<b>6,339.92</b>

<b>DEPARTMENT 1100 ELECTIONS</b>					
01130	TOWNSHIP OF ARMOUR				
ARM21-101	2021 JOINT AUDIT COMPLIANCE COMMITTEE	185	18-Nov-2021	15-Dec-2021	
1-4-1100-2010	ELECTION - Materials/Supplies				153.84
13330	MHBC PLANNING LIMITED				
5024486	CAMP KLAHANIE - MAGNETAWAN	185	19-Nov-2021	15-Dec-2021	
1-1-1100-1139	A/R-Klahanie Campers Corporation				356.52
5024487	YOUNG - HWY 124 ZBA	185	19-Nov-2021	15-Dec-2021	
1-1-1100-2017	A/R-N Glad				411.32
18035	RUSSELL				
63-283-390	1895507 ONTARIO INC. (LANGFORD) DEEMING BY-LAW	185	02-Dec-2021	15-Dec-2021	
1-1-1100-1155	A/R-1895507 Ontario Inc.				511.73
63-283-396	BENNETT SITE PLAN AGREEMENT	185	02-Dec-2021	15-Dec-2021	
1-1-1100-2015	A/R-J Bennett				461.87
<b>Department Totals :</b>					<b>1,895.28</b>

<b>DEPARTMENT 1200 ADMINISTRATION</b>					
01024	ADJUSTERS SSA LIMITED				
22-085	LEGAL - COLACO	185	25-Nov-2021	15-Dec-2021	
1-4-1200-2210	ADMIN - Legal Fees-general				471.50
02013	BELL MOBILITY				
NOV/21	CELL PHONE CHARGES	185	09-Nov-2021	15-Dec-2021	
1-4-1200-2052	ADMIN Cell Telephone				37.29

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Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
<b>DEPARTMENT 1200 ADMINISTRATION</b>							
<b>06003 NORTHERN NERDS</b>							
0001460				OCTOBER 1- 20/21 IT SERVICES	185 10-Aug-2021	15-Dec-2021	
1-4-1200-2130				ADMIN - Computer expenses			553.93
<b>13011 MAGNETAWAN BUILDING CENTRE (PARKS)</b>							
101-80655				SUPPLIES	185 22-Nov-2021	15-Dec-2021	
1-4-1200-2015				ADMIN - Office maintenance & supplies			38.59
<b>13035 MATHEWS DINSDALE &amp; CLARK LLP</b>							
420559				LEGAL HR	181 30-Nov-2021	30-Nov-2021	
1-4-1200-2215				ADMIN - Legal fees-labour			480.25
420560				UNION NEGOTIATION	181 30-Nov-2021	30-Nov-2021	
1-4-1200-2220				ADMIN - Union negotiation /arbitration			8,980.68
<b>19083 SELECTCOM</b>							
0005004906				LONG DISTANCE CHARGES	185 01-Dec-2021	15-Dec-2021	
1-4-1200-2050				ADMIN - Telephone			281.98
<b>22030 VIA NET INTERNET SOLUTIONS</b>							
2021-12-01				DEC 2021 INTERNET CHARGES	185 01-Dec-2021	15-Dec-2021	
1-4-1200-2135				ADMIN - Website expenses			151.41
<b>Department Totals :</b>							<b>10,995.63</b>

<b>DEPARTMENT 1300 TREASURY</b>							
<b>08081 HUGHES LAKE HEATING</b>							
1278				INSTALL NEW FURNACE AT FRIENDSHIP CENTRE	185 22-Nov-2021	15-Dec-2021	
1-4-1300-2025				TREAS - Covid 19 Safe Restart Expenses			8,667.10
<b>19055 STAPLES BUSINESS ADVANTAGE</b>							
57672485				NON-CONTACT THERMOMETER	185 16-Nov-2021	15-Dec-2021	
1-4-1300-2025				TREAS - Covid 19 Safe Restart Expenses			112.98
<b>Department Totals :</b>							<b>8,780.08</b>

<b>DEPARTMENT 1400 OTHER ASSETS</b>							
<b>03014 CANADIAN TODS LIMITED</b>							
112920555				HWY 11 N	185 02-Oct-2021	15-Dec-2021	
1-1-1400-1250				Prepaid Expenses			983.10
<b>03039 CGIS CENTRE</b>							
44562				SLIMS CONTRACTED SERVICES JAN 1/22 - MAR 31/22	185 22-Nov-2021	15-Dec-2021	
1-1-1400-1250				Prepaid Expenses			5,466.23
<b>13076 MINISTER OF FINANCE</b>							
48455				CROWN LAND USE PERMIT 2022 LEASE	185 12-Nov-2021	15-Dec-2021	
1-1-1400-1250				Prepaid Expenses			103.75
<b>19056 STINSON ELECTRICAL INC.</b>							
15027				DEPOSIT FOR NEW GENERATOR AT AHMIC FIRE HALL	185 30-Sep-2021	15-Dec-2021	
1-1-1400-1250				Prepaid Expenses			7,260.25
15082				DEPOSIT FOR NEW GENERATOR AT THE FRIENDSHIP CENTRE	185 31-Oct-2021	15-Dec-2021	
1-1-1400-1250				Prepaid Expenses			6,717.85
<b>Department Totals :</b>							<b>20,531.18</b>

**MUNICIPALITY OF MAGNETAWAN**  
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 Class : All

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

DEPARTMENT 2000		FIRE DEPARTMENT					
02013	BELL MOBILITY						
NOV/21	CELL PHONE CHARGES				185 09-Nov-2021	15-Dec-2021	
1-4-2000-2052				FD - Cell Telephone			95.20
02014	BELL MOBILITY INC						
0095794005	DEC/21 CELL TOWER RENTAL				185 01-Dec-2021	15-Dec-2021	
1-4-2000-2053				FD - Communications Tower			66.50
15050	HYDRO ONE NETWORKS						
200198935146	226 SIDE RD 15 16 N				185 29-Nov-2021	15-Dec-2021	
1-4-2000-2029				FD - Hydro - 226 15th & 16th Side Rd N			32.76
<b>Department Totals :</b>							<b>194.46</b>

DEPARTMENT 2002		FIRE TRAINING					
06062	FIREHALL BOOKSTORE						
BK0008567	FIRE DEPT TEXT BOOKS				185 17-Nov-2021	15-Dec-2021	
1-4-2002-2010				FT - Training expenses			1,862.72
<b>Department Totals :</b>							<b>1,862.72</b>

DEPARTMENT 2005		FIRE MAG STATION					
19083	SELECTCOM						
0005004906	LONG DISTANCE CHARGES				185 01-Dec-2021	15-Dec-2021	
1-4-2005-2050				MAG STATION - Telephone			126.02
22030	VIA NET INTERNET SOLUTIONS						
2021-12-01	DEC 2021 INTERNET CHARGES				185 01-Dec-2021	15-Dec-2021	
1-4-2005-2050				MAG STATION - Telephone			79.09
<b>Department Totals :</b>							<b>205.11</b>

DEPARTMENT 2006		FIRE AHMIC STATION					
15050	HYDRO ONE NETWORKS						
200198932621	60 AHMIC STREET				185 30-Nov-2021	15-Dec-2021	
1-4-2006-2030				AHMIC STATION - Hydro			28.84
<b>Department Totals :</b>							<b>28.84</b>

DEPARTMENT 2100		BUILDING DEPARTMENT					
02013	BELL MOBILITY						
NOV/21	CELL PHONE CHARGES				185 09-Nov-2021	15-Dec-2021	
1-4-2100-2052				CBO - Cell Telephone			37.29
11015	TOWN OF KEARNEY						
Q3	CBO WAGES AND SHARED EXPENSES - JULY 1 - SEPT 24/21				179 25-Nov-2021	30-Nov-2021	
1-4-2100-1010				CBO - Wages and benefits			29,192.03
19083	SELECTCOM						
0005004906	LONG DISTANCE CHARGES				185 01-Dec-2021	15-Dec-2021	
1-4-2100-2050				CBO - Telephone			41.10
20083	TRACKMATICS INC						
37976	GPS MONTHLY MONITORING - CBO				185 05-Nov-2021	15-Dec-2021	
1-4-2100-2010				CBO - Materials/Supplies			39.55

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

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

**DEPARTMENT 2100 BUILDING DEPARTMENT**

**Department Totals : 29,309.97**

**DEPARTMENT 2200 BYLAW ENFORCEMENT**

04031	DEEVEY CAITLIN A						
M00000357	NOV 15-26/21 MILEAGE				185 30-Nov-2021	15-Dec-2021	
1-4-2200-2010				BLEO - Materials/Supplies			197.03
<b>Department Totals :</b>							<b>197.03</b>

**DEPARTMENT 2500 PROTECTION TO PERSONS & PROPERTY**

13073	MINISTER OF FINANCE						
280212211001	SERVICE REALIGNMENT 2021 JUL-SEPT REVENUE				185 02-Dec-2021	15-Dec-2021	
1-4-2500-2010				PROTECT - Policing Costs			-246.00
282911211224	OCTOBER 2021 OPP BILLING				185 30-Nov-2021	15-Dec-2021	
1-4-2500-2010				PROTECT - Policing Costs			40,641.00
<b>Department Totals :</b>							<b>40,395.00</b>

**DEPARTMENT 2600 RECREATION**

01049	ALGONQUIN FINE FOODS						
100	REIMBURSEMENT OF MAGNETAWAN BUCKS				179 17-Nov-2021	30-Nov-2021	
1-4-2600-2015				REC - Events			180.00
01130	TOWNSHIP OF ARMOUR						
ARM 21-109	2021 ACED - 4TH QUARTER				185 06-Dec-2021	15-Dec-2021	
1-4-2600-2065				REC - Regional Economic Dev Dept			2,500.00
03005	CASH						
NOV/2021	MAGNETAWAN BUCKS FOR BAIT AND TACKLE				185 29-Nov-2021	15-Dec-2021	
1-4-2600-2015				REC - Events			30.00
03180	THE CORNBALL STORE						
100	REIMBURSEMENT OF MAGNETAWAN BUCKS				179 17-Nov-2021	30-Nov-2021	
1-4-2600-2015				REC - Events			120.00
12074	BRANDT LAURA						
NOV 29/21	TABLE CLOTHS FOR CHRISTMAS TREE PRESENTS				185 29-Nov-2021	15-Dec-2021	
1-4-2600-2015				REC - Events			17.04
NOV/21	MILEAGE - MAGNETAWAN BUCKS				185 19-Nov-2021	15-Dec-2021	
1-4-2600-2400				REC - Recreation			17.38
13009	MAGNETAWAN GRILL AND GROC						
100	REIMBURSEMENT OF MAGNETAWAN BUCKS				179 17-Nov-2021	30-Nov-2021	
1-4-2600-2015				REC - Events			230.00
13010	MAGNETAWAN BUILDING CENTRE (COM DEV)						
101-81207	PICKLEBALL TAPE				185 30-Nov-2021	15-Dec-2021	
1-4-2600-2400				REC - Recreation			5.62
101-81629	PICKLEBALL TAPE				185 06-Dec-2021	15-Dec-2021	
1-4-2600-2400				REC - Recreation			10.76
104-69661	PICKLEBALL TAPE				185 19-Nov-2021	15-Dec-2021	
1-4-2600-2400				REC - Recreation			12.17
13142	MAGNETAWAN BAIT & TACKLE (RECREATION)						

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

AP5130 Page : 5  
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 Department : All

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 Bank : 0099 To 1  
 Class : All

Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
<b>DEPARTMENT 2600 RECREATION</b>							
100				REIMBURSEMENT OF MAGNETAWAN BUCKS	179	17-Nov-2021	30-Nov-2021
1-4-2600-2015				REC - Events			50.00
<b>17002 QUIET BAY CAFE</b>							
100				REIMBURSEMENT OF MAGNETAWAN BUCKS	179	17-Nov-2021	30-Nov-2021
1-4-2600-2015				REC - Events			40.00
<b>Department Totals :</b>							<b>3,212.97</b>

<b>DEPARTMENT 3011 BRIDGES &amp; CULVERTS</b>							
<b>04039 GHD LIMITED C/O TH1021</b>							
735-0009739				BRIDGE AND CULVERT INSPECTIONS & REPORT 2021	185	30-Nov-2021	15-Dec-2021
1-4-3011-3040				A - Culvert/Bridge-Engineering			8,475.00
<b>08084 HUBB CAP</b>							
1027095				SIGNAGE AND CULVERTS	185	26-Oct-2021	15-Dec-2021
1-4-3011-2010				A - Materials/Supplies			15,135.22
<b>Department Totals :</b>							<b>23,610.22</b>

<b>DEPARTMENT 3034 ROAD CONSTRUCTION/ROAD REPAIR</b>							
<b>04105 DUNCOR ENTERPRISES INC.</b>							
2021-01				REIMBURSEMENT OF TENDER DEPOSIT	179	25-Nov-2021	30-Nov-2021
1-4-3034-8000				C4 - Capital Projects			12,500.00
<b>Department Totals :</b>							<b>12,500.00</b>

<b>DEPARTMENT 3042 GRADING</b>							
<b>10007 SCOTT JOHNSTON</b>							
38				HIRED GRADER OCTOBER 4,5,6,8,12,18 2021	185	15-Nov-2021	15-Dec-2021
1-4-3042-4010				D2 - Contracts			5,930.24
<b>Department Totals :</b>							<b>5,930.24</b>

<b>DEPARTMENT 3045 GRAVEL</b>							
<b>06050 FOWLER CONSTRUCTION COMPANY</b>							
2021-02				REIMBURSEMENT OF TENDER DEPOSIT	179	25-Nov-2021	30-Nov-2021
1-4-3045-4010				D5 - Contracts			32,500.00
<b>Department Totals :</b>							<b>32,500.00</b>

<b>DEPARTMENT 3061 SAFETY DEVICES</b>							
<b>08084 HUBB CAP</b>							
1027095				SIGNAGE AND CULVERTS	185	26-Oct-2021	15-Dec-2021
1-4-3061-2350				F - Signage			5,388.97
<b>19046 CHARLES SAUNDERS</b>							
018673				REIMBURSEMENT FOR CHEST WADERS	185	21-Nov-2021	15-Dec-2021
1-4-3061-2020				F - Safety-PPE			139.43
<b>20052 TOWLER MATTHEW S</b>							
109175				SAFETY BOOT REIMBURSEMENT	185	30-Nov-2021	15-Dec-2021
1-4-3061-2020				F - Safety-PPE			200.00

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

AP5130 Page : 6  
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 Department : All

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

DEPARTMENT 3061 SAFETY DEVICES  
 Department Totals : 5,728.40

DEPARTMENT	3073	PRIVATE ROADS GRANT					
01160		AHMIC LAKE COTTAGE OWNERS ASSOCIATION					
NOV/2021		PRIVATE ROAD GRANT 2021			181 30-Nov-2021	30-Nov-2021	
1-4-3073-7500		PR - Private Road Grants					1,060.48
03063		CLAYTON'S BAY TRAIL ASSOCIATION					
NOV/2021		PRIVATE ROAD GRANT 2021			181 30-Nov-2021	30-Nov-2021	
1-4-3073-7500		PR - Private Road Grants					822.58
03086		CLIFFDEN LANE ROAD GROUP					
NOV/2021		PRIVATE ROAD GRANT 2021			181 30-Nov-2021	30-Nov-2021	
1-4-3073-7500		PR - Private Road Grants					1,241.94
03316		CRAWFORD LAKE ROAD ASSOCIATION					
NOV/2021		PRIVATE ROAD GRANT 2021			181 30-Nov-2021	30-Nov-2021	
1-4-3073-7500		PR - Private Road Grants					1,225.81
13171		CEDAR CROFT ROAD MAINTENANCE ASSOCIATION					
NOV/2021		PRIVATE ROAD GRANT 2021			181 30-Nov-2021	30-Nov-2021	
1-4-3073-7500		PR - Private Road Grants					921.37
14009		NEIGHICK ROAD GROUP					
NOV/2021		PRIVATE ROAD GRANT 2021			181 30-Nov-2021	30-Nov-2021	
1-4-3073-7500		PR - Private Road Grants					572.58
17060		GORDON POINT PROPERTY OWNERS					
NOV/2021		PRIVATE ROAD GRANT 2021			181 30-Nov-2021	30-Nov-2021	
1-4-3073-7500		PR - Private Road Grants					1,215.73
17061		GORDON POINT ROAD ASSOCIATION					
NOV/2021		PRIVATE ROAD GRANT 2021			181 30-Nov-2021	30-Nov-2021	
1-4-3073-7500		PR - Private Road Grants					745.97
19077		SILVER LAKE COTTAGE ASSOC					
NOV/2021		PRIVATE ROAD GRANT 2021			181 30-Nov-2021	30-Nov-2021	
1-4-3073-7500		PR - Private Road Grants					2,520.16
19089		SILVERCLIFF LANE ROAD MAINTENANCE GROUPS					
NOV/2021		PRIVATE ROAD GRANT 2021			181 30-Nov-2021	30-Nov-2021	
1-4-3073-7500		PR - Private Road Grants					556.45
19090		SIMMONS LAKE ROAD ASSOCIATION					
NOV/2021		PRIVATE ROAD GRANT 2021			181 30-Nov-2021	30-Nov-2021	
1-4-3073-7500		PR - Private Road Grants					725.81
23023		WHALLEY LAKE RD. WEST COTTAGERS ASSOCIATION					
NOV/2021		PRIVATE ROAD GRANT 2021			181 30-Nov-2021	30-Nov-2021	
1-4-3073-7500		PR - Private Road Grants					1,987.90
23034		WHALLEY LAKE RD EAST COTTAGE OWNER'S					
NOV/2021		PRIVATE ROAD GRANT 2021			181 30-Nov-2021	30-Nov-2021	
1-4-3073-7500		PR - Private Road Grants					943.55
23063		WOODLAND LANE ROAD ASSOCIATION					
NOV/2021		PRIVATE ROAD GRANT 2021			181 30-Nov-2021	30-Nov-2021	
1-4-3073-7500		PR - Private Road Grants					459.68

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DEPARTMENT 3073 PRIVATE ROADS GRANT

Department Totals : 15,000.01

DEPARTMENT 3101 OVERHEAD

02013	BELL MOBILITY						
NOV/21	CELL PHONE CHARGES				185 09-Nov-2021	15-Dec-2021	
1-4-3101-2052				J - Cell Telephone			157.83
02014	BELL MOBILITY INC						
0095794005	DEC/21 CELL TOWER RENTAL				185 01-Dec-2021	15-Dec-2021	
1-4-3101-2053				J - Communications Equipment and Tower			66.50
07030	E. GRIGG & ASSOCIATES						
1514	R.O.T. PROPANE COURSE FOR 6 PEOPLE				185 26-Nov-2021	15-Dec-2021	
1-4-3101-1410				J - Training			678.00
13012	MAGNETAWAN BUILDING CENTRE (ROADS)						
101-57519	SUPPLIES				185 24-Feb-2021	15-Dec-2021	
1-4-3101-2010				J - Materials/Supplies			39.54
101-57693	SUPPLIES				185 26-Feb-2021	15-Dec-2021	
1-4-3101-2010				J - Materials/Supplies			31.63
101-72563	SUPPLIES				185 16-Aug-2021	15-Dec-2021	
1-4-3101-2120				J - Office			50.50
101-72808	TAPE				185 18-Aug-2021	15-Dec-2021	
1-4-3101-2010				J - Materials/Supplies			11.29
102-25784	WATER				185 29-Jul-2021	15-Dec-2021	
1-4-3101-2120				J - Office			32.45
103-79071	SUPPLIES				185 18-Aug-2021	15-Dec-2021	
1-4-3101-2080				J - Small Tools and Supplies			113.60
103-79599	SUPPLIES				185 26-Aug-2021	15-Dec-2021	
1-4-3101-2120				J - Office			12.97
104-69451	WATER				185 15-Nov-2021	15-Dec-2021	
1-4-3101-2120				J - Office			25.96
105-8136	INVOICE COPY ADMIN FEE				185 10-Nov-2021	15-Dec-2021	
1-4-3101-2120				J - Office			11.30
13014	MAGNETAWAN BUILDING CENTRE (LANDFILL)						
105-8137	INVOICE COPY ADMIN FEE				185 10-Nov-2021	15-Dec-2021	
1-4-3101-2120				J - Office			11.30
13021	MAP SUNDRIDGE						
K41767/3	SUPPLIES				185 05-Nov-2021	15-Dec-2021	
1-4-3101-2080				J - Small Tools and Supplies			173.85
13240	JIM MOORE PETROLEUM						
23014399	HEATING FUEL				185 16-Nov-2021	15-Dec-2021	
1-4-3101-2024				J - Heating			1,586.86
576543	DYED DIESEL				185 02-Sep-2021	15-Dec-2021	
1-4-3101-2023				J - Dyed Diesel Inventory Clearing			1,077.88
580870	CLEAR DIESEL				185 04-Nov-2021	15-Dec-2021	
1-4-3101-2022				J - Clear Diesel Inventory Clearing			347.64
580871	DYED DIESEL				185 04-Nov-2021	15-Dec-2021	
1-4-3101-2023				J - Dyed Diesel Inventory Clearing			479.29



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G.L. Account	CC1 CC2 CC3 GL Account Name						
<b>DEPARTMENT 3101 OVERHEAD</b>							
580873	PREMIUM GASOLINE				185 04-Nov-2021	15-Dec-2021	
1-4-3101-2021				J - Premium Gasoline Inventory Clearing			2,273.12
581223	CLEAR DIESEL				185 11-Nov-2021	15-Dec-2021	
1-4-3101-2022				J - Clear Diesel Inventory Clearing			54.07
581681	CLEAR DIESEL				185 17-Nov-2021	15-Dec-2021	
1-4-3101-2022				J - Clear Diesel Inventory Clearing			559.69
581682	DYED DIESEL				185 17-Nov-2021	15-Dec-2021	
1-4-3101-2023				J - Dyed Diesel Inventory Clearing			416.24
<b>15050 HYDRO ONE NETWORKS</b>							
200032498809	18 MILLER ROAD NEW GARAGE				185 23-Nov-2021	15-Dec-2021	
1-4-3101-2030				J - Hydro			449.54
<b>19083 SELECTCOM</b>							
0005004906	LONG DISTANCE CHARGES				185 01-Dec-2021	15-Dec-2021	
1-4-3101-2050				J - Telephone			54.64
<b>23057 WHITE'S CUSTOM BUILDING</b>							
145709	INSTALL AND POUR 6" CORE WALL AROUND CALCIUM TANK				185 10-Nov-2021	15-Dec-2021	
1-4-3101-2400				J - Building Maintenance			8,644.50
<b>Department Totals :</b>							<b>17,360.19</b>

<b>DEPARTMENT 3214 DOZER - CASE 850K</b>							
<b>01033 AGRICULTURE FORESTRY CONSTRUCTION INC</b>							
2174	LANDFILL DOZER REPAIR - LIFT PUMP				185 25-Nov-2021	15-Dec-2021	
1-4-3214-2070				DOZ - Repairs & Maintenance			1,246.92
<b>Department Totals :</b>							<b>1,246.92</b>

<b>DEPARTMENT 3218 BACK HOE #5 - 2014 CASE 590</b>							
<b>14062 NEAR NORTH INDUSTRIAL SOLUTIONS</b>							
76907	BACKHOE #5 HOSE REPAIR				185 22-Nov-2021	15-Dec-2021	
1-4-3218-2070				BH5 - Repairs & Maintenance			45.89
<b>Department Totals :</b>							<b>45.89</b>

<b>DEPARTMENT 3222 TRUCK #22 - 2016 FREIGHTLINER TANDEM</b>							
<b>03315 CRAIG'S WELDING &amp; FABRICATION</b>							
1823	FABRICATED NEW ACCESS PANEL FOR REAR OF DUMP BOX AND INSTALL ON TRUCK				185 19-Nov-2021	15-Dec-2021	
1-4-3222-2070				TR22 - Repairs & Maintenance/licences			601.87
<b>13021 MAP SUNDRIDGE</b>							
741980/3	LONG LIFE SEALED BEAM				185 05-Nov-2021	15-Dec-2021	
1-4-3222-4030				TR22 - Licences			29.66
<b>Department Totals :</b>							<b>631.53</b>

<b>DEPARTMENT 3227 TRUCK #27 - 2014 FREIGHTLINER TANDEM</b>							
<b>13021 MAP SUNDRIDGE</b>							
741767/3	TRUCK 27 PARTS				185 04-Nov-2021	15-Dec-2021	
1-4-3227-2070				TR27 - Repairs & Maintenance/licences			19.78
741980/3	LONG LIFE SEALED BEAM				185 05-Nov-2021	15-Dec-2021	

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DEPARTMENT 3227	TRUCK #27 - 2014 FREIGHTLINER TANDEM				
1-4-3227-4030	TR27 - Licences				29.66
<b>Department Totals :</b>					<b>49.44</b>

DEPARTMENT 3228	TRUCK #28 - 2018 WESTERN STAR				
13021	MAP SUNDRIDGE				
741980/3	LONG LIFE SEALED BEAM	185	05-Nov-2021	15-Dec-2021	29.66
1-4-3228-4030	TR28 - Licences				29.66
<b>Department Totals :</b>					<b>29.66</b>

DEPARTMENT 3229	TRUCK #29 - 2019 WESTERN STAR				
13021	MAP SUNDRIDGE				
741980/3	LONG LIFE SEALED BEAM	185	05-Nov-2021	15-Dec-2021	29.67
1-4-3229-4030	TR29 - Licences				29.67
<b>Department Totals :</b>					<b>29.67</b>

DEPARTMENT 3800	STREETLIGHTS				
12046	LAKELAND ENERGY LTD				
LE033788	STREET LIGHT REPAIRS	185	29-Oct-2021	15-Dec-2021	1,104.53
1-4-3800-5012	STREET - Magnetawan Street Lights				1,104.53
15050	HYDRO ONE NETWORKS				
200029713087	AHMIC STREET LIGHTS	185	02-Dec-2021	15-Dec-2021	55.34
1-4-3800-5014	STREET - Ahmic Harbour Street Light				55.34
<b>Department Totals :</b>					<b>1,159.87</b>

DEPARTMENT 4010	GARBAGE COLLECTION				
16059	WASTE CONNECTIONS OF CANADA INC.				
7113-0000312C	WASTE DISPOSAL	179	31-Aug-2021	30-Nov-2021	1,914.22
1-4-4010-4010	GARBAGE - Contracts				1,914.22
7113-0000313E	WASTE DISPOSAL	179	31-Oct-2021	30-Nov-2021	1,914.22
1-4-4010-4010	GARBAGE - Contracts				1,914.22
<b>Department Totals :</b>					<b>3,828.44</b>

DEPARTMENT 4020	LANDFILL				
01012	ACTIVE LOCK AND SAFE				
19770	MCC HALL REPAIR AND LANDFILL GATE	185	28-Oct-2021	15-Dec-2021	299.45
1-4-4020-2010	LF - Materials/Supplies				299.45
01015	ADAMS BROS. CONSTRUCTION LTD.				
148750	DEC 2-30/21 CHAPMAN AND CROFT LANDFILL TOILET RENTALS	185	29-Nov-2021	15-Dec-2021	169.50
1-4-4020-2020	LF - Latrine Rentals/Cleaning				169.50
02013	BELL MOBILITY				
NOV/21	CELL PHONE CHARGES	185	09-Nov-2021	15-Dec-2021	81.26
1-4-4020-2052	LF - Cell Telephone				81.26
13014	MAGNETAWAN BUILDING CENTRE (LANDFILL)				
101-69086	EXIT SIGN	185	17-Jul-2021	15-Dec-2021	5.40
1-4-4020-8000					5.40

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Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
<b>DEPARTMENT 4020 LANDFILL</b>							
101-71450				WATER	185 06-Aug-2021	15-Dec-2021	
1-4-4020-2010				LF - Materials/Supplies			45.43
101-80039				WINDSHIELD WASHER FLUID	185 12-Nov-2021	15-Dec-2021	
1-4-4020-2010				LF - Materials/Supplies			10.83
102-20071				GARBAGE BAGS	185 26-Apr-2021	15-Dec-2021	
1-4-4020-2010				LF - Materials/Supplies			88.12
103-79402				SUPPLIES	185 23-Aug-2021	15-Dec-2021	
1-4-4020-2400				LF - Repairs & Maintenance			12.44
104-62788				MANURE AND MULCH	185 14-Jul-2021	15-Dec-2021	
1-4-4020-2010				LF - Materials/Supplies			158.74
13229				A MIRON TOPSOIL LTD			
0838				A GRAVEL - LANDFILL	185 16-Nov-2021	15-Dec-2021	
1-4-4020-2010				LF - Materials/Supplies			817.96
16059				WASTE CONNECTIONS OF CANADA INC.			
7113-0000312C				WASTE DISPOSAL	179 31-Aug-2021	30-Nov-2021	
1-4-4020-4022				LF - Mattress/Misc item disposal bin			12,079.49
7113-0000313E				WASTE DISPOSAL	179 31-Oct-2021	30-Nov-2021	
1-4-4020-4020				LF - Insurance			9,338.21
<b>Department Totals :</b>							<b>23,106.83</b>

<b>DEPARTMENT 4030 RECYCLING</b>							
01015				ADAMS BROS. CONSTRUCTION LTD.			
148750				DEC 2-30/21 CHAPMAN AND CROFT LANDFILL TOILET RENTALS	185 29-Nov-2021	15-Dec-2021	
1-4-4030-2015				RECY - Latrine Rentals/Cleaning			169.50
02013				BELL MOBILITY			
NOV/21				CELL PHONE CHARGES	185 09-Nov-2021	15-Dec-2021	
1-4-4030-2052				RECY - Cell Telephone			43.16
07030				E. GRIGG & ASSOCIATES			
1514				R.O.T. PROPANE COURSE FOR 6 PEOPLE	185 26-Nov-2021	15-Dec-2021	
1-4-4030-1410				RECY - Training			339.00
13014				MAGNETAWAN BUILDING CENTRE (LANDFILL)			
101-73516				SUPPLIES	185 24-Aug-2021	15-Dec-2021	
1-4-4030-2400				RECY - Repairs & Maintenance			39.52
101-75154				WATER	185 09-Oct-2021	15-Dec-2021	
1-4-4030-2120				RECY - Office			25.96
101-76292				SUPPLIES	185 24-Sep-2021	15-Dec-2021	
1-4-4030-2400				RECY - Repairs & Maintenance			33.95
103-72550				SUPPLIES	185 27-Apr-2021	15-Dec-2021	
1-4-4030-2400				RECY - Repairs & Maintenance			463.30
16059				WASTE CONNECTIONS OF CANADA INC.			
7113-0000312C				WASTE DISPOSAL - COMINGLING ERROR	179 27-Sep-2021	30-Nov-2021	
1-4-4030-4014				RECY - Recycling Depot			-225.99
7113-0000312C				WASTE DISPOSAL	179 31-Aug-2021	30-Nov-2021	
1-4-4030-4012				RECY - Recycling Curbside			2,011.80
1-4-4030-4014				RECY - Recycling Depot			5,379.76
7113-0000313E				WASTE DISPOSAL	179 31-Oct-2021	30-Nov-2021	
1-4-4030-4012				RECY - Recycling Curbside			1,822.71

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<b>DEPARTMENT 4030</b>	<b>RECYCLING</b>						
1-4-4030-4014				RECY - Recycling Depot			2,335.82
<b>Department Totals :</b>							<b>12,438.49</b>

<b>DEPARTMENT 4300</b>	<b>WATER SYSTEMS</b>						
<b>13011</b>	<b>MAGNETAWAN BUILDING CENTRE (PARKS)</b>						
101-64859	SUPPLIES				185 14-Jun-2021	15-Dec-2021	
1-4-4300-2010				W-SYS - Materials/Supplies			56.21
101-80890	BOOT MATS FOR AHMIC HALL AND SOFTENER FOR WATER SYSTEM				185 25-Nov-2021	15-Dec-2021	
1-4-4300-2010				W-SYS - Materials/Supplies			46.85
<b>Department Totals :</b>							<b>103.06</b>

<b>DEPARTMENT 5010</b>	<b>CEMETERY</b>						
<b>03135</b>	<b>JACK CROSSMAN</b>						
MCB 2021-01	OCT 21/21 & NOV 25/21 CEMETERY BOARD MEETINGS				185 08-Dec-2021	15-Dec-2021	
1-4-5010-1010				CEM - Wages and benefits			100.00
<b>11017</b>	<b>KELLOGG ERICA E</b>						
OCT/21	SEPT 29/21, OCT 1/21, & OCT 8/21 MILEAGE				185 28-Oct-2021	15-Dec-2021	
1-4-5010-2010				CEM - Materials/Supplies			34.43
<b>12010</b>	<b>LANGFORD DORIS</b>						
MCB 2021-01	OCT 21/21 & NOV 25/21 CEMETERY BOARD MEETINGS				185 08-Dec-2021	15-Dec-2021	
1-4-5010-1010				CEM - Wages and benefits			100.00
<b>13194</b>	<b>KEITH MILLER</b>						
MCB 2021-01	OCT 21/21 & NOV 25/21 CEMETERY BOARD MEETINGS				185 08-Dec-2021	15-Dec-2021	
1-4-5010-1010				CEM - Wages and benefits			100.00
<b>18065</b>	<b>GARFIELD ROBERTSON</b>						
MCB 2021-01	OCT 21/21 & NOV 25/21 CEMETERY BOARD MEETINGS				185 08-Dec-2021	15-Dec-2021	
1-4-5010-1010				CEM - Wages and benefits			100.00
<b>19088</b>	<b>SMITH WAYNE C</b>						
MCB 2021-01	OCT 21/21 & NOV 25/21 CEMETERY BOARD MEETINGS				185 08-Dec-2021	15-Dec-2021	
1-4-5010-1010				CEM - Wages and benefits			100.00
<b>Department Totals :</b>							<b>534.43</b>

<b>DEPARTMENT 6010</b>	<b>HOMES FOR THE AGED</b>						
<b>05010</b>	<b>EASTHOLME HOME FOR THE AGED</b>						
NOV/2021	4TH QUARTER LEVY				185 09-Nov-2021	15-Dec-2021	
1-4-6010-2010				HOME - Eastholme			58,007.00
<b>Department Totals :</b>							<b>58,007.00</b>

<b>DEPARTMENT 6400</b>	<b>HEALTH SERVICES</b>						
<b>16048</b>	<b>TOWN OF PARRY SOUND</b>						
DEC/2021	DECEMBER 2021 LAND AMBULANCE LEVY				185 01-Dec-2021	15-Dec-2021	
1-4-6400-2020				HEALTH - Land Ambulance			17,960.12
DEC/21	DECEMBER 2021 HEALTH UNIT LEVY				185 01-Dec-2021	15-Dec-2021	
1-4-6400-2010				HEALTH - Health Unit			3,493.19
<b>Department Totals :</b>							<b>21,453.31</b>

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<b>DEPARTMENT 6400 HEALTH SERVICES</b>							
<b>DEPARTMENT 7200 PARKS</b>							
<b>01184 AHMIC MARINE LTD.</b>							
2021-600	REPAIR SEPTIC PUMP AND WINTERIZE WATER SYSTEM AT PARK				185 02-Nov-2021	15-Dec-2021	
1-4-7200-2400	PARKS - Repairs & Maintenance						348.76
<b>13011 MAGNETAWAN BUILDING CENTRE (PARKS)</b>							
101-74904	SUPPLIES				185 09-Jul-2021	15-Dec-2021	
1-4-7200-2010	PARKS - Materials/Supplies						9.14
101-80653	SNOW PUSHER				185 22-Nov-2021	15-Dec-2021	
1-4-7200-2010	PARKS - Materials/Supplies						58.96
101-80907	SUPPLIES FOR RINK REPAIR AND AHMIC HALL				185 25-Nov-2021	15-Dec-2021	
1-4-7200-2010	PARKS - Materials/Supplies						225.94
101-81417	SUPPLIES				185 03-Dec-2021	15-Dec-2021	
1-4-7200-2010	PARKS - Materials/Supplies						68.14
101-81613	SUPPLIES				185 12-Jun-2021	15-Dec-2021	
1-4-7200-2400	PARKS - Repairs & Maintenance						101.69
1-4-7200-2400	PARKS - Repairs & Maintenance						32.52
103-76403	DOCK LADDER				185 12-Jul-2021	15-Dec-2021	
1-4-7200-2400	PARKS - Repairs & Maintenance						264.41
103-79647	SUPPLIES				185 26-Aug-2021	15-Dec-2021	
1-4-7200-2400	PARKS - Repairs & Maintenance						2.80
103-84754	SUPPLIES				185 23-Nov-2021	15-Dec-2021	
1-4-7200-2010	PARKS - Materials/Supplies						18.31
103-84764	SUPPLIES				185 23-Nov-2021	15-Dec-2021	
1-4-7200-2010	PARKS - Materials/Supplies						12.19
103-85197	EXTENSION CORDS				185 02-Dec-2021	15-Dec-2021	
1-4-7200-2010	PARKS - Materials/Supplies						81.31
103-85238	SUPPLIES				185 02-Dec-2021	15-Dec-2021	
1-4-7200-2010	PARKS - Materials/Supplies						53.87
104-70036	SUPPLIES				185 01-Dec-2021	15-Dec-2021	
1-4-7200-2400	PARKS - Repairs & Maintenance						28.93
72.18	SUPPLIES				185 15-Nov-2021	15-Dec-2021	
1-4-7200-2010	PARKS - Materials/Supplies						15.25
<b>19056 STINSON ELECTRICAL INC.</b>							
15022	RELOCATION OF GENERATOR AT MUNICIPAL GARAGE				185 31-Aug-2021	15-Dec-2021	
1-4-7200-2400	PARKS - Repairs & Maintenance						3,576.45
<b>Department Totals :</b>							<b>4,898.67</b>

<b>DEPARTMENT 7205 PARKS OVERHEAD</b>							
<b>02013 BELL MOBILITY</b>							
NOV/21	CELL PHONE CHARGES				185 09-Nov-2021	15-Dec-2021	
1-4-7205-2052	P - Cell Telephone						38.25
<b>15050 HYDRO ONE NETWORKS</b>							
200089680309	18 MILLER ROAD				185 23-Nov-2021	15-Dec-2021	
1-4-7205-2030	P - Hydro						140.05
200100056780	6257 HWY 124				185 30-Nov-2021	15-Dec-2021	
1-4-7205-2030	P - Hydro						32.82

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

DEPARTMENT 7205		PARKS OVERHEAD					
19083	SELECTCOM						
0005004906	LONG DISTANCE CHARGES				185 01-Dec-2021	15-Dec-2021	
1-4-7205-2050				P - Telephone			41.10
20083	TRACKMATICS INC						
38077	GPS MONTHLY MONITORING				185 05-Dec-2021	15-Dec-2021	
1-4-7205-2045				P - GPS monitoring and data			118.65
<b>Department Totals :</b>							<b>370.87</b>

DEPARTMENT 7218		PARKS TRUCK #12- 2018 DODGE 5500					
19008	SDB TRUCK & EQUIPMENT REPAIRS						
12086	MONTHLY INSPECTION TRUCK 12				185 10-Oct-2021	15-Dec-2021	
1-4-7218-2070				TR12 - Repairs			96.05
<b>Department Totals :</b>							<b>96.05</b>

DEPARTMENT 7219		PARKS TRUCK #13 - 2020 GMC SIERRA 1500					
02037	BRAY MOTORS LIMITED						
5813	INSTALL WINTER TIRES - TRUCK 13 SIERRA 1500				185 23-Nov-2021	15-Dec-2021	
1-4-7219-2070				TR13 - Repairs			117.50
<b>Department Totals :</b>							<b>117.50</b>

DEPARTMENT 7300		COMMUNITY CENTRE AND PAVILION					
01012	ACTIVE LOCK AND SAFE						
19770	MCC HALL REPAIR AND LANDFILL GATE				185 28-Oct-2021	15-Dec-2021	
1-4-7300-2400				HALL - Repairs & Maintenance			305.10
13011	MAGNETAWAN BUILDING CENTRE (PARKS)						
101-68292	SUPPLIES				185 12-Jul-2021	15-Dec-2021	
1-4-7300-2010				HALL - Materials/Supplies			156.93
101-68293	SUPPLIES				185 12-Jul-2021	15-Dec-2021	
1-4-7300-2010				HALL - Materials/Supplies			9.09
101-80907	SUPPLIES FOR RINK REPAIR AND AHMIC HALL				185 25-Nov-2021	15-Dec-2021	
1-4-7300-2400				HALL - Repairs & Maintenance			25.01
103-73823	SUPPLIES				185 28-May-2021	15-Dec-2021	
1-4-7300-2010				HALL - Materials/Supplies			68.37
103-84469	LIGHT SET				185 17-Nov-2021	15-Dec-2021	
1-4-7300-2010				HALL - Materials/Supplies			24.39
13240	JIM MOORE PETROLEUM						
581927	PAVILLION - DYED FURNACE OIL				185 29-Nov-2021	15-Dec-2021	
1-4-7300-2024				HALL - Heating Fuel			597.04
581928	MCC - DYED FURNACE OIL				185 23-Nov-2021	15-Dec-2021	
1-4-7300-2024				HALL - Heating Fuel			803.93
582341	DYED DIESEL - GENERATOR				185 29-Nov-2021	15-Dec-2021	
1-4-7300-3030				HALL - Generator Expenses			326.33
582444	MCC - DYED FURNACE OIL				185 29-Nov-2021	15-Dec-2021	
1-4-7300-2024				HALL - Heating Fuel			699.21
13242	MOORE PROPANE LIMITED						
1062298	MCC TANK RENEWAL NOV 30/21 - NOV 30/22				185 30-Nov-2021	15-Dec-2021	

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Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
<b>DEPARTMENT 7300</b>				<b>COMMUNITY CENTRE AND PAVILION</b>			
1-4-7300-2030				HALL - Hydro/Stove Propane			67.80
<b>15068</b>	<b>ORKIN CANADA CORPORATION</b>						
C-2964000	MONTHLY PEST INSPECTION				185 25-Nov-2021	15-Dec-2021	
1-4-7300-2400				HALL - Repairs & Maintenance			253.12
<b>19083</b>	<b>SELECTCOM</b>						
0005004906	LONG DISTANCE CHARGES				185 01-Dec-2021	15-Dec-2021	
1-4-7300-2050				HALL - Telephone			41.94
<b>Department Totals :</b>							<b>3,378.26</b>

<b>DEPARTMENT 7700</b>				<b>AHMIC COMMUNITY CENTRE</b>			
<b>11010</b>	<b>KIDD'S HOME HARDWARE BUILDING CENTRE</b>						
2867588	AHMIC HALL SUPPLIES				185 23-Nov-2021	15-Dec-2021	
1-4-7700-2400				AHMIC - Repairs & Maintenance			125.37
<b>13011</b>	<b>MAGNETAWAN BUILDING CENTRE (PARKS)</b>						
101-80890	BOOT MATS FOR AHMIC HALL AND SOFTENER FOR WATER SYSTEM				185 25-Nov-2021	15-Dec-2021	
1-4-7700-2010				AHMIC - Materials/Supplies			36.57
101-80907	SUPPLIES FOR RINK REPAIR AND AHMIC HALL				185 25-Nov-2021	15-Dec-2021	
1-4-7700-2010				AHMIC - Materials/Supplies			32.45
101-81135	AHMIC HALL SUPPLIES				185 29-Nov-2021	15-Dec-2021	
1-4-7700-2010				AHMIC - Materials/Supplies			444.38
101-81613	SUPPLIES				185 12-Jun-2021	15-Dec-2021	
1-4-7700-2400				AHMIC - Repairs & Maintenance			101.69
103-84468	SUPPLIES				185 17-Nov-2021	15-Dec-2021	
1-4-7700-2400				AHMIC - Repairs & Maintenance			21.35
103-84513	SUPPLIES				185 18-Nov-2021	15-Dec-2021	
1-4-7700-2010				AHMIC - Materials/Supplies			21.33
103-85064	AHMIC HALL SUPPLIES				185 29-Nov-2021	15-Dec-2021	
1-4-7700-2010				AHMIC - Materials/Supplies			42.69
72.18	SUPPLIES				185 15-Nov-2021	15-Dec-2021	
1-4-7700-2010				AHMIC - Materials/Supplies			56.93
<b>15050</b>	<b>HYDRO ONE NETWORKS</b>						
200198932621	60 AHMIC STREET				185 30-Nov-2021	15-Dec-2021	
1-4-7700-2030				AHMIC - Hydro			57.68
<b>19083</b>	<b>SELECTCOM</b>						
0005004906	LONG DISTANCE CHARGES				185 01-Dec-2021	15-Dec-2021	
1-4-7700-2050				AHMIC - Telephone			41.10
<b>Department Totals :</b>							<b>981.54</b>

<b>DEPARTMENT 8010</b>				<b>PLANNING &amp; DEVELOPMENT</b>			
<b>03180</b>	<b>THE CORNBALL STORE</b>						
1454	PLANNER TRAINING WITH STAFF/COUNCIL LUNCH				185 24-Nov-2021	15-Dec-2021	
1-4-8010-5012				PLN - Official Plan/Zoning Bylaw/2nd Dwe			189.55
<b>05016</b>	<b>ECOVUE CONSULTING SERVICES</b>						
21-2125-203	ZONING BY-LAW UPDATE				185 31-Oct-2021	15-Dec-2021	
1-4-8010-5012				PLN - Official Plan/Zoning Bylaw/2nd Dwe			5,683.80
21-2125-204	ZONING BY-LAW UPDATE				185 30-Nov-2021	15-Dec-2021	

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Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
<b>DEPARTMENT 8010</b>	<b>PLANNING &amp; DEVELOPMENT</b>						
1-4-8010-5012				PLN - Official Plan/Zoning Bylaw/2nd Dwe			5,885.61
21-2125-303	OFFICIAL PLAN UPDATE				185 31-Oct-2021	15-Dec-2021	
1-4-8010-5012				PLN - Official Plan/Zoning Bylaw/2nd Dwe			5,092.75
21-2125-304	OFFICIAL PLAN UPDATE				185 30-Nov-2021	15-Dec-2021	
1-4-8010-5012				PLN - Official Plan/Zoning Bylaw/2nd Dwe			1,505.25
<b>Department Totals :</b>							<b>18,356.96</b>
<b>Computer Paid Total :</b>							<b>387,441.64</b>

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Vendor Code Invoice No.	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
<b>DEPARTMENT 1000</b>	<b>LIABILITIES</b>						
<b>07068</b>	<b>GREEN SHIELD CANADA EFT</b>						
DEC/2021	GREEN SHIELD GROUP BENEFIT PREMIUM				187 09-Dec-2021	15-Dec-2021	
1-2-1000-1055				Benefits Payable - librarian			349.88
<b>13270</b>	<b>MINISTER OF FINANCE EFT</b>						
L1590432704	EMPLOYER HEALTH TAX INSTALMENT				183 30-Nov-2021	30-Nov-2021	
1-2-1000-1045				EHT Payable			2,347.64
<b>15001</b>	<b>OMERS EFT</b>						
NOV/2021	NOV/21 OMERS REMITTANCE				183 30-Nov-2021	30-Nov-2021	
1-2-1000-1022				OMERS Payable			19,584.72
<b>18043</b>	<b>RECEIVER GENERAL</b>						
NOV 16-30/21	NOV 16-30/21 PAYROLL REMITTANCE				183 30-Nov-2021	30-Nov-2021	
1-2-1000-1049				Income Tax Payable			10,251.61
1-2-1000-1047				CPP Payable			3,421.50
1-2-1000-1048				EI Payable			916.23
<b>18044</b>	<b>RECEIVER GENERAL</b>						
NOV 16-30/21	NOV 16-30/21 PAYROLL REMITTANCE				183 30-Nov-2021	30-Nov-2021	
1-2-1000-1049				Income Tax Payable			2,316.54
1-2-1000-1047				CPP Payable			1,039.76
1-2-1000-1048				EI Payable			333.42
<b>18089</b>	<b>ROYAL BANK VISA EFT</b>						
318395321	GO TO MEETING - COUNCIL				187 29-Oct-2021	15-Dec-2021	
1-4-1000-1310				COUNCIL - Conferences and Seminars			29.38
<b>23010</b>	<b>WORKPLACE SAFETY &amp; INSURANCE BOARD - EFT</b>						
NOV/2021	NOVEMBER 2021 WSIB REMITTANCE				183 30-Nov-2021	30-Nov-2021	
1-2-1000-1046				WSIB Payable			3,203.37
<b>Department Totals :</b>							<b>43,794.05</b>



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

DEPARTMENT	1000	LIABILITIES				
DEPARTMENT	1100	ELECTIONS				
18086	ROYAL BANK VISA EFT					
1001344325	MICROSOFT SURFACE TABLET		187	02-Nov-2021	15-Dec-2021	
1-4-1100-2010	ELECTION - Materials/Supplies					474.61
18089	ROYAL BANK VISA EFT					
103804076RT0	MUNICIPAL WORLD - DEPUTY RETURNING OFFICERS HANDBOOK		187	10-Nov-2021	15-Dec-2021	
1-4-1100-2010	ELECTION - Materials/Supplies					41.90
<b>Department Totals :</b>						<b>516.51</b>

DEPARTMENT	1200	ADMINISTRATION				
07068	GREEN SHIELD CANADA EFT					
DEC/2021	GREEN SHIELD GROUP BENEFIT PREMIUM		187	09-Dec-2021	15-Dec-2021	
1-4-1200-1010	ADMIN - Wages and benefits					1,404.52
18086	ROYAL BANK VISA EFT					
1001344325	MICROSOFT SURFACE TABLET		187	02-Nov-2021	15-Dec-2021	
1-4-1200-2010	ADMIN - Office & Maintenance Supplies					158.19
18089	ROYAL BANK VISA EFT					
109591472	COSTCO - COFFEE		187	04-Nov-2021	15-Dec-2021	
1-4-1200-2010	ADMIN - Office & Maintenance Supplies					125.97
215140	AMCTO - 2021 MUNICIPAL LICENSING & LAW ENFORCEMENT FORUM		187	03-Nov-2021	15-Dec-2021	
1-4-1200-1315	ADMIN - Training					372.90
<b>Department Totals :</b>						<b>2,061.58</b>

DEPARTMENT	1300	TREASURY				
07068	GREEN SHIELD CANADA EFT					
DEC/2021	GREEN SHIELD GROUP BENEFIT PREMIUM		187	09-Dec-2021	15-Dec-2021	
1-4-1300-1010	TREAS - Wages and benefits					702.00
<b>Department Totals :</b>						<b>702.00</b>

DEPARTMENT	2000	FIRE DEPARTMENT				
07068	GREEN SHIELD CANADA EFT					
DEC/2021	GREEN SHIELD GROUP BENEFIT PREMIUM		187	09-Dec-2021	15-Dec-2021	
1-4-2000-1010	FD - Wages & Benefits					350.83
<b>Department Totals :</b>						<b>350.83</b>

DEPARTMENT	2001	FIRE VOLUNTEERS				
23010	WORKPLACE SAFETY & INSURANCE BOARD - EFT					
NOV/2021	NOVEMBER 2021 WSIB REMITTANCE		183	30-Nov-2021	30-Nov-2021	
1-4-2001-1010	FV - Wages & Benefits-volunteer calls					510.87
<b>Department Totals :</b>						<b>510.87</b>

DEPARTMENT	2100	BUILDING DEPARTMENT				
07068	GREEN SHIELD CANADA EFT					
DEC/2021	GREEN SHIELD GROUP BENEFIT PREMIUM		187	09-Dec-2021	15-Dec-2021	
1-4-2100-1010	CC - Wages and benefits					351.50

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Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 2100	BUILDING DEPARTMENT				
18089	ROYAL BANK VISA EFT				
095574	LAND REGISTRY ACCESS - PARCEL REGISTER	187	20-Oct-2021	15-Dec-2021	
1-4-2100-2010	CBO - Materials/Supplies				33.28
<b>Department Totals :</b>					<b>384.78</b>

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 2200	BYLAW ENFORCEMENT				
18085	ROYAL BANK VISA EFT				
26918401	BY-LAW - REGISTERED LETTER	187	16-Nov-2021	15-Dec-2021	
1-4-2200-2010	BLEO - Materials/Supplies				12.23
<b>Department Totals :</b>					<b>12.23</b>

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 3101	OVERHEAD				
07068	GREEN SHIELD CANADA EFT				
DEC/2021	GREEN SHIELD GROUP BENEFIT PREMIUM	187	09-Dec-2021	15-Dec-2021	
1-4-3101-1010	J - Wages and benefits				1,753.53
<b>Department Totals :</b>					<b>1,753.53</b>

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 3800	STREETLIGHTS				
12045	LAKELAND POWER - EFT				
073239-00	NOV VILLAGE STREET LIGHTING	187	19-Nov-2021	15-Dec-2021	
1-4-3800-5012	STREET - Magnetawan Street Lights				882.75
<b>Department Totals :</b>					<b>882.75</b>

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 4020	LANDFILL				
07068	GREEN SHIELD CANADA EFT				
DEC/2021	GREEN SHIELD GROUP BENEFIT PREMIUM	187	09-Dec-2021	15-Dec-2021	
1-4-4020-1010	LF - Wages and benefits				290.20
<b>Department Totals :</b>					<b>290.20</b>

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 6300	BUILDING - 28 CHURCH ST				
12045	LAKELAND POWER - EFT				
072641-00	NOV 28 CHURCH STREET	187	19-Nov-2021	15-Dec-2021	
1-4-6300-2030	CHURCH ST - Hydro				123.23
<b>Department Totals :</b>					<b>123.23</b>

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7200	PARKS				
07068	GREEN SHIELD CANADA EFT				
DEC/2021	GREEN SHIELD GROUP BENEFIT PREMIUM	187	09-Dec-2021	15-Dec-2021	
1-4-7200-1010	PARKS - Wages and benefits				1,751.20
<b>Department Totals :</b>					<b>1,751.20</b>

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7205	PARKS OVERHEAD				
12045	LAKELAND POWER - EFT				
076283-00	NOV 4135 HWY 520 - PARK LIGHTS	187	19-Nov-2021	15-Dec-2021	
1-4-7205-2030					112.82

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 Class : All

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 7205 PARKS OVERHEAD</b>					
076598-00 NOV 61 SPARKS STREET - PUBLIC UTILITY BUILDING		187	19-Nov-2021	15-Dec-2021	
1-4-7205-2030	P - Hydro				44.96
077271-00 NOV SPARKS STREET LIGHTS		187	19-Nov-2021	15-Dec-2021	
1-4-7205-2030	P - Hydro				102.36
<b>Department Totals :</b>					<b>260.14</b>

<b>DEPARTMENT 7300 COMMUNITY CENTRE AND PAVILION</b>					
<b>12045 LAKELAND POWER - EFT</b>					
073252-00 NOV 4304 HWY 520		187	19-Nov-2021	15-Dec-2021	
1-4-7300-2030	HALL - Hydro/Stove Propane				1,147.86
<b>Department Totals :</b>					<b>1,147.86</b>

<b>DEPARTMENT 7600 HERITAGE CENTRE</b>					
<b>12045 LAKELAND POWER - EFT</b>					
072693-00 NOV 4205 HWY 520 - HERITAGE CENTRE		187	19-Nov-2021	15-Dec-2021	
1-4-7600-2030	HERITAGE - Hydro				92.61
<b>Department Totals :</b>					<b>92.61</b>

<b>DEPARTMENT 8010 PLANNING &amp; DEVELOPMENT</b>					
<b>18086 ROYAL BANK VISA EFT</b>					
1001344325 MICROSOFT SURFACE TABLET		187	02-Nov-2021	15-Dec-2021	
1-4-8010-5012	PLN - Official Plan/Zoning Bylaw/2nd Dwe				158.19
<b>18089 ROYAL BANK VISA EFT</b>					
003608 LAND REGISTRY ACCESS - PARCEL REGISTER		187	15-Nov-2021	15-Dec-2021	
1-4-8010-2210	PLN - Legal fees				33.82
045985 LAND REGISTRY ACCESS - PARCEL REGISTER		187	15-Nov-2021	15-Dec-2021	
1-4-8010-2210	PLN - Legal fees				33.82
<b>Department Totals :</b>					<b>225.83</b>

**EFT Paid Total : 54,860.20**

Total Unpaid for Approval : 0.00  
 Total Manually Paid for Approval : 0.00  
 Total Computer Paid for Approval : 387,441.64  
 Total EFT Paid for Approval : 54,860.20  
**Grand Total ITEMS for Approval : 442,301.84**

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**BY-LAW NUMBER 2021-**

**A BY-LAW TO DEEM PART OF REGISTERED PLAN 319 IN THE MUNICIPALITY OF  
MAGNETAWAN NOT TO BE A REGISTERED PLAN OF SUBDIVISION FOR THE  
PURPOSES OF SECTION 50(4) OF THE PLANNING ACT**

WHEREAS Section 50(4) of the Planning Act, R.S.O. 1990, Chapter P.13, authorizes a municipality to designate any plan of subdivision or part thereof that has been registered for eight years or more as not being a registered plan of subdivision for subdivision control purposes;

AND WHEREAS Plan 319 for the Municipality of Magnetawan is a registered plan of subdivision for the purposes of section 50(4) of the Planning Act that has been registered for more than eight years;

AND WHEREAS it is deemed expedient in order to control the development of land in the municipality that a by-law be passed pursuant to said Section 50(4) of the Planning Act affecting certain lands contained in the said Plan;

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

1. THAT Lots 18 & 19 E/S Richmond St. PL 319, Lots 18 & 19 W/S James St. PL 319, and Lot 17 S Water St PL 319, Magnetawan are hereby deemed not to be part of a registered plan of subdivision for the purposes of Subsection 50 of the Planning Act, R.S.O. 1990, Chapter P.13.

BY-LAW read a first, second and third time and finally passed this \_\_\_\_ day of  
, 2021 .

\_\_\_\_\_  
MAYOR: Sam Dunnett

\_\_\_\_\_  
CLERK: Kerstin Vroom

# THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

## BY-LAW NO. 2021 -

### 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 2021-48 be hereby repealed effective the date of passing of this By-law.

**5. EFFECTIVE DATE**

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

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

**THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN**

\_\_\_\_\_  
Mayor

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

**SCHEDULE "A" To By-law 2021-  
COMMUNITY SERVICES –FACILITY SERVICES**

**Magnetawan Community Centre, Lion's Pavilion & Ahmic Harbour Community Centre  
All prices subject to applicable taxes (HST)**

<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	\$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		<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	\$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		<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	\$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
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**Additional Fees – all locations**

Late Vacating Fee	\$50 per half hour, not including 10 min grace period for first ½ hour only.
Low Risk Insurance (available for some events)	\$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> )	\$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)
Property Information Report (combination of Building and Zoning)	\$200 + HST

**LANDFILL CHARGES & TIPPING FEES**

Fee Description	Fee
Replacement Landfill Card	\$10 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

**ADMINISTRATION FEES**

<b>Dog Licensing</b>	<b>Fee</b>	
Service Animals	No Charge	
Annual Dog Tag – First Dog	\$5.00	
Annual Dog Tag – Every dog thereafter	\$5.00	
Lifetime Dog Tag	\$30.00	
Replacement Dog Tag	\$5.00	
Kennel License	\$100.00 kennel + \$5 per 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/hr. (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/hr.
By-law Administration Fee (orders)	\$105.00/hr.
<b>Cemetery +HST</b>	<b>Fee</b>
Lot	\$250.00
Lot Care & Maintenance	\$290.00
Cremation Lot	\$175.00
Cremation Lot Care & Maintenance	\$175.00
Niche Lot	\$600.00
Niche Lot Care & Maintenance	\$165.00
<b>Interments + HST + Staking Fee</b>	<b>Fee</b>
Staking Fee	\$50.00
Vault	\$500.00
Adult	\$500.00
Children, ten (10) years and under	\$300.00
Cremated Remains	\$150.00
Niche per urn/opening	\$250.00
<b>Monument Care &amp; Maintenance +HST + Staking Fee</b>	<b>Fee</b>
Staking Fee	\$50.00
Flat Marker (less than 172 sq. inches)	\$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
Disinterment	\$600.00
Lot Transfer Fee	\$50.00

**DEVELOPMENT SERVICES – PLANNING SERVICES**

<b>Planning Application</b>	<b>Fee</b>	<b>Deposit</b>
Staff Pre-consultation Fee	\$250.00	
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	
Shore Road Allowance Purchase Price	Appraised value	

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

#### **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+HST</b>	<b>Fee</b>
Apparatus (First Hour Full & Then Every Half Thereafter)	\$500.00/hr.
<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

#### **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>
Entrance Permit	\$100.00 + HST- Fee \$500.00 – Deposit
Civic Address Sign, Post & Measurement	\$100.00
Replacement Civic Address Sign	\$20.00
Letter of Suitable Location for Entrance	\$50
Unassumed Road Allowance Improvement Agreement	\$250.00 fee + \$1,000.00 deposit
Inquiries/Records Search (Road Access, Maintenance, Services)	\$30.00 per hour
Road Use Permit	\$0.00-500.00 + Deposit
Damage to Municipal Property	Time and Material for replacement costs

# THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

## BY-LAW NO. 2021 –

### 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 as of the date of passing.

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**

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Mayor

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CAO/Clerk

## SCHEDULE "A"

By-law 2021-

### 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 -  
**PERMIT FEE SCHEDULE**

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**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-

**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-

### **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-

**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. 2021 -**

**BEING A BY-LAW TO ESTABLISH REMUNERATION FOR THE MAYOR AND MEMBERS OF COUNCIL**

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**WHEREAS** Section 238 (1) of the *Municipal Act, S.O. 2001, Chapter M.25*, as amended, provides that a municipality may pay any part of the remuneration and expenses of the members of any local board of the municipality and of the officers and employees of the local board;

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

1. The remuneration of the Mayor may be \$16,621.08 per annum.
2. The remuneration of the other members of Council may be \$11,650.44 per annum.
3. Annual salary increase will be in accordance with the CUPE Local Collective Agreement.
4. Council's per diem rate for a day seminar, conference, workshop, forum, association meeting, training and development session a rate of \$130.00 may be paid.
5. For a special meeting of Council a rate of \$75.00 may be paid. A special meeting shall not include any meeting that is held within a regularity scheduled Council meeting.
6. For Council Committee and Board meetings a per diem of \$75.00 may be paid and those outside of the boundaries of the Municipality mileage may also be paid.
7. THAT nothing in this by-law prevents the Mayor or a member of Council to decline any and/or all remuneration and serve the municipality on a "gratis" basis.
8. THAT By-law 2021-23 shall be repealed.
9. THAT this By-law shall come into force and effect upon December 15, 2021.

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto, this 15th day of December, 2021.

**THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN**

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Mayor

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CAO/Clerk

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW NO. 2021 -

Being a By-law to confirm the proceedings of Council December 15, 2021

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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 15th day of December 2021.

THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN

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Mayor

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CAO/Clerk