

The Municipality of Powassan

AGENDA

Regular Council meeting to be held
Tuesday February 15, 2022 at 7:00 p.m.
Powassan Council Chambers

1. CALL TO ORDER & ACKNOWLEDGE FIRST PEOPLES AND TRADITIONAL LAND

"We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Métis Peoples in Ontario, and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care for, and teachings about, our earth and our relations. May we continue to honour these teachings"

2. ROLL CALL

3. DISCLOSURE OF MONETARY AND GENERAL NATURE THEREOF

4. APPROVAL OF THE AGENDA

5. PRESENTATIONS:

6. ADOPTION OF MINUTES

6.1 Regular Council Meeting of February 1, 2022

7. MINUTES AND REPORTS FROM COMMITTEES OF COUNCIL

7.1 Municipal Arenas Committee minutes of January 10, 2022

7.2 Municipal Arenas Committee minutes of February 7, 2022

8. MINUTES AND REPORTS FROM APPOINTED BOARDS

9. STAFF

9.1 Memo-Ben Mousseau, CEMC- Municipal Covid Policy

9.2 Memo- Kim Bester, Deputy Clerk- Glendale Hall- Funding update

9.3 Chief Building Official Mark Martin- 2020 & 2021 Building Permit Statistics

10. BY-LAWS

10.1 2022-03 Rezoning- 526 Main St. Powassan

10.2 2022-04 Municipal Modernization Program Intake 3

11. UNFINISHED BUSINESS

11.1 Resolution re Consumer Price Increase 2018 resolution

11.2 Resolution re Pay Grid

12. NEW BUSINESS

- 12.1 Powassan Agricultural Society donation request
- 12.2 OCWA 2021 Annual Water Report
- 12.3 Ministry of the Environment-2021-2022 Inspection Report for the Powassan Drinking Water System

13. CORRESPONDENCE

- 13.1 "So You Want to Run for Council"- Fred Dean session

14. ADDENDUM

15. ACCOUNTS PAYABLE

16. NOTICE OF SCHEDULE OF COUNCIL AND BOARD MEETINGS

17. PUBLIC QUESTIONS

18. CLOSED SESSION

19. MOTION TO ADJOURN

Council Meeting

**Tuesday, February 1 2022, at 7:00 pm
 Powassan Council Chambers**

Present: Peter McIsaac, Mayor
 Randy Hall, Deputy Mayor
 Dave Britton, Councillor
 Debbie Piekarski, Councillor

Virtual: Markus Wand, Councillor

Staff: Maureen Lang, CAO/Clerk
 Terry Lang, IT

Disclosure of Monetary Interest and General Nature Thereof:

P. McIsaac Item 12.1 Employer named in item

- 2022-29** Moved by: R. Hall Seconded by: D. Britton
 That the agenda of the Regular Council meeting of February 1, 2022 be approved. **Carried**
- 2022-30** Moved by: D. Britton Seconded by: D. Piekarski
 That the minutes of the Regular Meeting of Council of January 18, 2022 be adopted. **Carried**
- 2022-31** Moved by: D. Piekarski Seconded by: M. Wand
 That the minutes from the Trout Creek Community Centre Board Committee meeting dated January 12, 2022, be received. **Carried**
- 2022-32** Moved by: M. Wand Seconded by: R. Hall
 That the minutes from the Public Works committee meeting of January 20, 2022, be received. **Carried**
- 2022-33** Moved by: D. Britton Seconded by: M. Wand
 That the minutes from the Golden Sunshine Municipal Non-Profit Housing corporation committee meeting dated Tuesday, December 14, 2021, be received. **Carried**
- 2022-34** Moved by: D. Britton Seconded by: R. Hall
 That the 2022 ACED draft budget be received. **Carried**
- 2022-35** Moved by: D. Piekarski Seconded by: M. Wand
 That the District of Parry Sound Social Services Administration Board 2022 Budget be received. **Carried**
- 2022-36** Moved by: R. Hall Seconded by: D. Britton
 That the correspondence from the North Bay-Mattawa Conservation Authority, regarding their 50th Anniversary, be received, and further, that council donate \$250.00 to the Anniversary celebrations.. **Carried**
- 2022-37** Moved by: D. Piekarski Seconded by: D. Britton
 That the munites dated January 24, 2022 from the Powassan and District Union Public Library Board, be received. **Carried**

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2022-38	<p>Moved by: M. Wand Seconded by: D. Piekarski</p> <p>That the memo dated January 26, 2022 from Deputy Clerk Kim Bester regarding funding opportunities from the Inclusive Community Grant Program and the Resilient Communities Program be received;</p> <p>And further, that Council advises staff how to move forward with the applications.</p>	Carried
2022-39	<p>Moved by: R. Hall Seconded by: M. Wand</p> <p>Being a By-Law to amend By-Law No. 2003-38, as amended, the Zoning By-Law for the Municipality of Powassan with respect to lands located at Lot 6, Plan 44 (528 and 526 Main Street, Town of Powassan), in the Municipality of Powassan.</p> <p>READ a FIRST and SECOND time this the 1st day of February 2022.</p> <p>AND to be READ a THIRD and FINAL time and considered passed on the 15th day of February, 2022.</p>	Carried
2022-40	<p>Mayor McIsaac left the Chair; Deputy Mayor Hall took the Chair</p> <p>Moved by: D. Piekarski Seconded by: M. Wand</p> <p>That the correspondence from the O.P.P. North Bay Detachment regarding the Bridge Dedication Honouring Fallen Officer P. Clayton Armstrong, be received, and further that a letter of support be provided.</p>	Carried
2022-41	<p>Mayor McIsaac returned to Chair</p> <p>Moved by: D. Britton Seconded by: M. Wand</p> <p>That the Ontario Clean Water Agency (OCWA) Annual Lagoon Report for 2021, be received.</p>	Carried
2022-42	<p>Moved by: R. Hall Seconded by: M. Wand</p> <p>That the correspondence dated January 25, 2022 from the Ministry of Municipal Affairs and Housing regarding the Municipal Modernization Program – Intake Three funding, be received.</p>	Carried
2022-43	<p>Moved by: D. Piekarski Seconded by: D. Britton</p> <p>That the 2021 Annual Landfill Water Quality Monitoring Report be received.</p>	Carried
2022-44	<p>Moved by: D. Britton Seconded by: R. Hall</p> <p>That the account payable listing reports January 19, 25, 26, 2022 in the total amount of \$329,693.75 be approved for payment.</p>	Carried
2022-45	<p>That Council now adjourns to closed session at 7:40 p.m. to discuss:</p> <p>18.1 Adoption of Closed Session minutes of January 18, 2022</p> <p>18.2 Identifiable Individual – Section 239(2)(b) of the Municipal Act and under 6(1)(b) of the Procedural By-Law – matters regarding an identifiable individual, including municipal or local board employees.</p> <p>18.3 Legal – Section 239(2)(f) of the Municipal Act and under 6(1)(f) of the Procedural By-Law – advice that is subject to solicitor-client privilege, including communications necessary for that purpose.</p>	Carried
2022-46	<p>Moved by: D. Britton Seconded by: R. Hall</p> <p>That Council now reconvenes to regular session at 8:15 p.m.</p>	Carried

2022-47

Moved by: R. Hall Seconded by: D. Piekarski
That Council now adjourns at 8:15 p.m.

Carried

Mayor

CAO/Clerk

Municipal Arenas Committee
Monday, January 10, 2022, 6:00 p.m.
Virtual

Present: Randy Hall, Deputy Mayor
Debbie Piekarski, Councillor
Darlene Stone Aro, Volunteer Member
Marta Bernard, Volunteer Member
Andrew Emerson, Volunteer Member

Staff: Brayden Robinson, Treasurer
Allison Quinn, Administrative Assistant

Absent: Richard Peters, Volunteer Member
Greg Neethling, Volunteer Member
Mike Heasman, Staff - Manager Sportsplex
Dale Jardine, Staff - Manager Trout Creek Community Centre (TCCC)

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- 1.0 Call to Order:
- Deputy Mayor Hall called the meeting to order at 6:05 p.m.
- 2.0 Overview of Meeting Process
- R. Hall went over the meeting process, asking that anyone who wishes to speak raises the 'hand emoji' so that only one person is speaking at a time, since the meeting needs to be held virtually.
- 3.0 Welcome by Deputy Mayor Randy Hall
- R. Hall welcomed all members.
- 4.0 Introduction of Members
- Members were asked to share a little of their background with the committee.
 - D. Aro Stone shared that her background is in Federal public service in various areas and after moving back to the area worked at Nipissing University and is now with the North Bay Police Service.
 - M. Bernard shared that she was in the security field for 30 years, does a lot of volunteering in the community, is involved with local hockey, and is interested in how the areas are managed.
 - D. Piekarski shared that she is a councillor with the Municipality of Powassan and is retired a retired Principal – she was the Principal at St. Gregory's and St. Joseph Scollard Hall; she has experience with budgets and is also involved in volunteering in the community.

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- B. Robinson shared that he is the Treasurer with the Municipality, is fairly new to that role in this area but worked for another municipality before starting with Powassan.
- R. Hall shared that A. Quinn's microphone isn't working but that she is a staff member with the Municipality.
- A. Emmerson joined later in the meeting; he is the current president of the Curling Club.

5.0 Review and Approval of Agenda

- All were in favour of the Agenda with the addition of item 8.0 (v) Meeting Frequency.

6.0 Review and Approval of Minutes

- None to approve

7.0 Business Arising from the Minutes

- None

8.0 New Business

(i) Committee Mandate – D. Piekarski

- D. Piekarski let the committee know that the mandate is to present ideas and proposals to the Municipality of Powassan council to reduce recreation costs specifically related to the arenas; recreation costs are twice what they are in nearby municipalities; arenas absorb a great deal of costs; every idea has merit.
- D. Piekarski asked each member to share what they think about the recreation costs and what they would like this committee to look into.
- M. Bernard expressed concern about the overall management of the arenas. Having been involved in various ways there are things she has questioned and is hoping for a better understanding of how decisions are made.
- There was some discussion about the Curling Club being separated out of the Sportsplex costs, it may need to be left as one entity.
- D. Stone Aro asked if this type of audit has been done on the arenas before; R. Hall said he didn't think so, at least not in the last few years.
- R. Hall said he is hoping the committee can strategize for marketing, find efficiencies and find a way to save all facilities; in 2019 and 2020 the arenas cost \$12,000 a week to keep them running; that has come down to \$10,000 a week for 2021; the Sportsplex is newer; TCCC is set out well; both buildings will need upgrading soon; he is hoping for fresh eyes and fresh thoughts to reduce costs further.
- A. Emmerson shared some history of the Curling Club with the group; the Curling Club started as a stand-alone arena; the Municipality, before the three towns were amalgamated, approached the Club to sell their property to them and join with the Town to allow the Sportsplex to be built where it is; the Curling Club is tied to and invested in the Sportplex.

- R. Hall asked A. Emmerson if there is rental space in the Curling Club; A. Emmerson said there is an upstairs lounge and a main floor lounge. R. Hall agreed to go for a tour of the Curling Club.

(ii) Discussion on 2019, 2020 and 2021 Operation Costs of the 3 Arenas

- R. Hall believes the expenses need reviewing and the amounts warrant an investigation
- D. Stone Aro mentioned that she was surprised at the cost of the expenses compared to revenue; she asked about the \$10,000 difference for the TC Carnival from 2019 to 2020. R. Hall will ask about that at the next TCCC.
- D. Piekarski explained that the total arena expenses per year are close to half a million dollars; that is a big expense for tax payers; she would like to know how many hours the facilities are being used – would like to see the total hours compared to the expenditures; the costs of the loans should be removed as they can't be changed; loans may be needed in the future as well; the TCCC hall rentals are substantially more than the Sportsplex hall rentals.
- D. Piekarski asked B. Robinson to find out the term on the loans and if they are near completion.
- The Sportsplex has additional expenses under operations that the TCCC doesn't have – such as water; those differences should be looked at to find out why; ex. TCCC is on a well.
- Sportsplex revenue is 18% of expenses; TC revenue is 29% of expenses. D. Piekarski would like the committee to determine why the difference is there.
- A. Emmerson asked why the focus was on the last two years when they are affected by Covid and not a reflection of regular times; R. Hall answered that even before Covid there was a constant increase in expenses and operation costs;
- R. Hall expressed concern that when the new arena opens in North Bay it will affect ice rentals in Powassan.
- D. Stone Aro shared an Arena Management Study from the City of Sarnia. She will share that and other links with A. Quinn to email out to the group.

(iii) Discussion on Statements of Revenue and Expenditures

- D. Piekarski asked that A. Quinn determine the months of operation that were affected by Covid.
- D. Stone Aro asked why the expenses for the Sportsplex Zamboni are higher than the TCCC Zamboni and if one was older than the other; R. Hall believes the expenses for the TCCC Zamboni are not separated out; he will look into why it's done differently; the Sportsplex Zamboni is newer (less than 10 years old) so the expense is probably preventative maintenance;
- R. Hall shared that TCCC will need a new Zamboni soon which costs around \$100,000; they are hoping to look for programs to help purchase a new electric Zamboni which is about \$15-25,000 more;
- D. Piekarski asked that the committee receive a copy of the Voodoos contract
- D. Stone Aro asked for more information on hall rentals at both facilities

- R. Hall suggested the agreement between the TCCC and the Agricultural Society also be shared.
 - A. Emmerson told the group that the Curling Club does struggle with seasonal occupancy; he also asked that the group consider if the arenas are needed to keep people in the community or help entice people to move here.
 - D. Piekarski asked A. Emmerson if the utilities are included with the Sportsplex or if they are separate; the water is separate but everything else goes through the Sportsplex; he has asked for an energy audit in the past but it has not yet been done.
 - D. Stone Aro asked if the Municipality collects revenue from advertising on the signs; the TCCC does get revenue from sign rentals; the Curling Club has revenue from advertising on the ice surface; Sportsplex has revenue from advertising on the boards;
 - R. Hall let the group know that the TCCC is looking into costs to update the building and to meet accessibility requirements.
- (iv) Discussion on Committee Structure
- R. Hall asked if everyone was happy with the structure of the committee. It was agreed he would host the meetings.
 - Agendas, minutes, action items and recorded votes would be done.
 - R. Hall told the group that the arena managers would be resources for the committee and staff are there to help.
- (v) Meeting Frequency
- The group agreed to meet once a month, unless something comes up and an additional meeting is needed. The meetings will be held on the first Monday of the month.
 - R. Hall expects the committee to be meeting for at least the next 4-5 months.

9.0 Action Items

- (i) Find out why there was a \$10,000 change in Carnival expenses at the TCCC – R. Hall
- (ii) Tour of the Curling Club – R. Hall with A. Emmerson
- (iii) Find out how many hours a week the arenas are rented out for – A. Quinn
- (iv) Find out terms on the loans – B. Robinson
- (v) Find out why there are different expense items for each arena (are some just combined?) – B. Robinson
- (vi) Share Sarnia Arena Management study and other links with A. Quinn – D. Stone Aro
- (vii) Provide the information from D. Stone Aro with the group – A. Quinn
- (viii) Determine how many months of operation were affected by Covid – A. Quinn
- (ix) Find out why the Zamboni expenses are listed different for each arena – R. Hall
- (x) Share copy of Voodoos Agreement – A. Quinn
- (xi) Share copy of Agricultural Society Agreement – A. Quinn
- (xii) Share information on hall rentals for each arena – A. Quinn

10.0 Next Meeting Date and Adjournment

- The next meeting will be on Monday, February 7 at 6 p.m.
- R. Hall adjourned the meeting at 7:24 p.m.

Municipal Arenas Committee
Monday, February 7, 2022, 6:00 p.m.
250 Clark and Virtual

- Present:**
- In Person: Randy Hall, Deputy Mayor
 - In Person: Debbie Piekarski, Councillor
 - Virtually: Darlene Stone Aro, Volunteer Member
 - Virtually: Andrew Emmerson, Volunteer Member
 - Virtually: Richard Peters, Volunteer Member
- Staff:**
- Virtually: Brayden Robinson, Treasurer
 - Virtually: Mike Heasman, Recreation & Facilities Manager
 - In Person: Allison Quinn, Administrative Assistant
- Absent:**
- Marta Bernard, Volunteer Member
 - Greg Neethling, Volunteer Member
 - Dale Jardine, Staff - Manager Trout Creek Community Centre (TCCC)
- Guest:** Charlie Giesler

- 1.0 Call to Order:
- Deputy Mayor Hall called the meeting to order at 6:05 p.m.
- 2.0 Review and Approval of Agenda
- 2.1 Approval of Agenda for February 7, 2022, with number changes
 Moved by: Councillor Piekarski Seconded by: D. Stone Aro
 All in favour; passed.
- 3.0 Review and Approval of Minutes
- 3.1 Approval of Minutes from January 10, 2022
 Moved by: Councillor Piekarski Seconded by: A. Emmerson
- M. Heasman had one question regarding the minutes. He asked what other municipalities were compared to Powassan as mentioned in the Committee mandate by D. Piekarski. D. Piekarski responded that it was from the Organizational Review Report and the names of the municipalities were not listed but were similar in size.
 All in favour; passed.
- 4.0 Business Arising from the Minutes
- R. Hall introduced those who were unable to attend the last meeting:
 - Richard Peters shared with the group that he is a Chartered Accountant, CPA, is from Trout Creek, used to work at Canadore College but now works at Sault College.

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- Mike Heasman shared that he is the Recreation and Facilities Manager for the Municipality and oversees recreation except events at the Trout Creek Community Centre (TCCC).
 - Charlie Giesler shared that he joined the meeting to listen and consider joining the Committee.
- 4.1 *Find out why there was a \$10,000 change in Carnival expenses at the TCCC – R. Hall asked this at the last TCCC meeting but was not given a clear answer so will ask again at the next meeting on Wednesday, February 8.*
- D. Piekarski asked if the Carnival is run by the TCCC. R. Hall explained that D. Jardine is very involved in it, along with another employee, and the Board oversees it all.
- 4.2 Moved to Item 5.1
- 4.3 *Find out how many hours a week the arenas are rented out for – M. Heasman spoke about this. It averages about 60 hours a week, but fluctuates depending on Voodoos games and how quickly he can sell ice times that may become available. He has a list he uses if ice is open and then it's first come, first serve. Renters must give 14 days' notice if they cannot use the ice. They are still charged if the space cannot be filled.*
- D. Stone Aro asked if there was an online booking system for this. M. Heasman explained that there had been but stopped using it during Covid. A new software system is being implemented that that will allow online booking again.
 - The rink is busiest from 4pm – 11 pm during the week, 8am – 7pm on Saturdays, 8am – 9:30pm on Sundays. M. Heasman tries to 'bookend' ice time when possible; the demand during the week used to be higher when companies used to book ice time after shift work, but that doesn't happen anymore.
 - R. Hall will find out if the gentleman's league has been using ice time at the TCCC.
 - D. Piekarski asked why three hours are needed for a one-hour rental. M. Heasman shared that most groups arrive one hour before and then they need to clean after; tries to avoid renting for one hour if there are no other times around it rented; fees are based on the User Fee By-Law.
- 4.4 *Find out terms on the loans - B. Robinson explained the loan terms to the group. The first loan was completed in July of 2020; the second expires in July of 2023 (Zamboni loan); the third expires in July of 2024. B. Robinson will look what the first and third loans were for specifically.*
- D. Piekarski asked B. Robinson to also look into what costs were associated with bringing the Voodoos to Powassan.
- 4.5 *Find out why there are different expense items for each arena (are some just combined?) – B. Robinson explained that is was just how the line items were set up; he will try to change them so they are similar.*
- It was asked if the Curling Club could be separated out so the financials for both sides could be reviewed; M. Heasman explained that most expenses are tied together (ex. Hydro, ice making, etc.).
 - It was asked that B. Robinson try to determine how much it costs to run the arenas, by the hour. R. Peters offered to help B. Robinson.

- 4.6 *Share Sarnia Arena Management study and other links with A. Quinn* - D. Stone Aro tried to email the study to A. Quinn but the file was too large. She will share further info with A. Quinn to distribute to the group.
- 4.7 *Provide the group with the information from D. Stone Aro* – A. Quinn shared the Sarnia Arena Management Plan with the group. D. Piekarski asked that this be added to the next agenda so the group has more time to go over it all. D. Stone Aro said there are similar studies, which are good for finding marketing and other ideas.
- B. Robinson will reach out to his contacts in other communities to see if there are more local municipalities who have done similar studies.
 - A. Emmerson looked over the document and said it speaks to what he mentioned at the last meeting about where are we going as a community and what part the arenas play. The group should look to other Northern Ontario communities.
 - R. Peters asked M. Heasman what the size of the rink at the Sportsplex is compared to regulation ice; M. Heasman said its 185 x 85, so smaller than current regulation ice – smaller than Memorial Gardens but bigger than Palangio and West Ferris arena ice surfaces; not currently an issue for rentals.
- 4.8 *Determine how many months of operation were affected by Covid* – A. Quinn shared that it seems as though eight months in both 2020 and 2021 were affected by Covid, and asked M. Heasman to confirm. M. Heasman agreed that it impacted the full ice rental season, which is eight months; not just shut downs affected it but how it could be rented, cleaning, more time needed between games, extra staff to clean and work the doors, 'holding the ice' when it was shut down.
- R. Peters asked if the Municipality received Covid relief funding from Provincial or Federal governments; B. Robinson shared that they had but it was not application based; was not recorded like a grant would be; an attempt was made for supplemental funding but was not successful.
 - D. Stone Aro asked if the Municipality has applied for or received any funding from 2018 until now for recreation or arenas. This will be looked into.
- 4.9 *Find out why the Zamboni expenses are listed different for each arena* – This was discussed above.
- 4.10 *Share copy of Voodoos Agreement* – A. Quinn shared this with the group. The contract is up for renewal this year.
- A. Emmerson mentioned that he was unable to open the attachments so A. Quinn will resend to him.
 - The Municipality makes money from the ice rentals to the Voodoos and majority of bar sales; Voodoos are responsible for their own screening at the doors; Voodoos are for profit so can't run the 50/50 draws – all of those proceeds go to minor hockey; the ice gets started in August for the Voodoos fall training.
- 4.11 *Share copy of Agriculture Society Agreement* – A. Quinn shared a copy with the group.
- R. Hall shared that there are very few costs involved in this agreement.

- 4.12 *Share information on hall rentals for each arena* – A. Quinn shared a copy with the group.
- R. Peters asked if there is a log of how often they are rented, from pre-Covid. M. Heasman will look into that for the Sportsplex and mentioned that it has been sporadic with an event here and there; some previous rentals now use 250 Clark; R. Hall will ask at the next TCCC meeting.
 - A. Emmerson mentioned that the Curling Club also has a rental space; more cooperation between all rental locations is needed.
 - R. Hall mentioned that TCCC had an employee in charge of booking rentals/events but that ended with Covid.

5.0 **New Business**

- 5.1 **Committee tour of facilities for all members** – R. Hall and A. Emmerson thought it would make sense for all the members of the committee to tour each of the facilities and see how each building has progressed over the years. Committee members are to email their availability to A. Quinn to determine the best date(s) for the tours.

6.0 **Action Items**

- 6.1 Find out why there was a \$10,000 change in Carnival expenses at the TCCC – R. Hall
- 6.2 Find out if the gentleman's league has been using ice time at the TCCC – R. Hall
- 6.3 Look into what the loans were for specifically – B. Robinson
- 6.4 Look into what costs were associated with bringing the Voodoos to Powassan – B. Robinson
- 6.5 Determine how much it costs to run the arenas, by the hour – B. Robinson and R. Peters
- 6.6 Reach out to contacts in other communities to see if there are more local municipalities who have done similar studies – B. Robinson
- 6.7 Recreation funding grants applied for by the Municipality from 2018 until now – M. Heasman and A. Quinn
- 6.8 Information on average number of hall rentals at Sportsplex (pre-Covid) – M. Heasman
- 6.9 Information on average number of hall rentals at TCCC (pre-Covid) – R. Hall
- 6.10 Organization of facilities tour – A. Quinn

7.0 **Next Meeting Date and Adjournment**

- 7.1 The next meeting will be on Monday, March 7 at 6 p.m.

MEMORANDUM

February 4, 2022

To: Council

FROM: Ben Mousseau, CEMC

SUBJECT: Municipal COVID-19 Policies

With the changes in government policy and the continual evolvement of the Covid-19 pandemic, the municipality is currently reviewing the workplace policies enacted during the pandemic. Draft changes have been made to the Covid Supplement to the HR Policy as well as the Mandatory Vaccination Policy. Various members of council have added input, bringing us to the drafts before you today. Here is a summary of the changes to each policy for your review.

Covid Supplement to the HR Policy

- The number of days of paid leave that employees are eligible for if they are symptomatic of, or test positive for Covid-19 has been reduced from 10 to 5 days.
- The requirement for testing to be eligible for this leave has been removed. This change is the result of lack of available PCR testing for the general public and the reduced availability of rapid test kits.

Mandatory Vaccination Policy

- This policy has been edited so that it now applies to employees and volunteers of any permanent rental group at 250 Clark (i.e. the Grace House, Food Bank, Almaguin Adult Learning, the North Almaguin Planning Board, and Parry Sound EMS) in addition to municipal volunteers and staff.
- It was also a consideration to edit the following sentence, changing the "may" to a "shall". The consensus was to leave wording as is for now, to allow council flexibility in decisions made.
 - o *"Employees without an approved accommodation plan and not fully vaccinated against the hazard of COVID-19, in accordance with the implementation requirements of this policy, MAY elect to request vacation leave, time off in lieu of overtime (if available) or a leave of absence without pay"*

Copies of each document have been included for your consideration.

Sincerely,

Ben Mousseau.
CEMC

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AGENDA ITEM #	9-1

Municipality of Powassan Vaccination Policy – Coronavirus (COVID-19)

Approved by: Municipality of Powassan Council

Approval date: September 21, 2021

Effective date: September 21, 2021

Compliance date: December 31, 2021

Amended: February 15th, 2022

Policy Statement

The Municipality of Powassan is committed to workplace safety and to protecting our employees, volunteers, and our clients from the hazards of COVID-19. This policy is a temporary measure to reduce the risks of the hazards of COVID-19 and may be amended as new public health directives and/or provincial or federal government legislation, regulations and/or orders are formalized. Any such directives, legislation, regulations or orders shall take precedence until such time as this policy may be amended to conform to the new requirements.

The Municipality of Powassan requires all employees, volunteers, and students completing placements to be fully vaccinated against the hazard of COVID-19 to support the health and safety of our workplaces and our community.

All Municipality of Powassan employees are required to be fully vaccinated with a Health Canada or World Health Organization recognized COVID-19 vaccine by December 31, 2021. Employees not yet fully vaccinated must receive one dose of COVID-19 vaccine by October 15, 2021 and the second dose of COVID-19 vaccine by November 15, 2021 to ensure compliance with this policy.

Purpose

The purpose of this policy is to mandate that all employees, volunteers, and students completing placements must be fully vaccinated.

Application

This policy applies to all existing and future municipal employees, volunteers, and students completing placements as well as employees and volunteers of any permanent rental group at 250 Clark (i.e. the Grace House, Food Bank, Almaguin Adult Learning, the North Almaguin Planning Board, and Parry Sound EMS).

Employees in various municipal operations may have additional requirements under government directives, regulations, orders and/or legislation, based on their specific roles and responsibilities.

Providing proof of full vaccination against COVID-19, as per this policy, is a condition of employment with the Municipality of Powassan for all future hires.

Policy requirements

Vaccination is one of the critical protective measures against the hazard of COVID-19.

As part of the Municipality's commitment to the continued development and implementation of workplace controls to reduce the hazards and mitigate the risks of COVID-19, all existing and future municipal employees, volunteers, and students completing placements as well as employees and

volunteers of any permanent rental group at 250 Clark (i.e. the Grace House, Food Bank, Almaguin Adult Learning, the North Almaguin Planning Board, and Parry Sound EMS). must provide proof of full vaccination against COVID-19. Acceptable proof includes documentation verifying receipt of a vaccination series approved in Canada (i.e. Pfizer-BioNTech, Moderna AstraZeneca/COVISHIELD or Janssen/Johnson & Johnson), listed for emergency use by the World Health Organization or approved by Health Canada. The list of accepted vaccines may expand in the future.

Employees who are unable to be vaccinated must provide written proof of a medical reason from a physician or nurse practitioner that sets out the medical reason for not being fully vaccinated against COVID-19 and the effective time-period for the medical exemption.

Employees without a medical exemption and not fully vaccinated against the hazard of COVID-19 will be provided with information and must complete a mandatory education course regarding COVID-19 vaccines to promote compliance with this policy.

Employees without an approved accommodation plan and not fully vaccinated against the hazard of COVID-19, in accordance with the implementation requirements of this policy, may elect to request vacation leave, time off in lieu of overtime (if available) or a leave of absence without pay.

Employee support

High vaccination rates against the hazards of COVID-19 are an effective measure to reducing the spread of COVID-19.

The Municipality supports employees in becoming fully vaccinated against the hazard of COVID-19 by providing:

- Where operationally feasible, reasonable arrangements can be made to allow for staff to attend COVID-19 vaccination clinics during work time, using existing applicable leave entitlements
- Paid sick leave in accordance with their respective collective agreements, terms and conditions of employment or legislated leave if the employee experiences side effects to the vaccine
- Educational sessions during their work hours on how the COVID-19 vaccines work and their benefits, vaccine safety, the risks of not being vaccinated and the possible side effects of the vaccine

Continued compliance with health and safety control

All employees must continue to follow health and safety protocols to prevent the spread of COVID-19, including but not limited to completing workplace self-screening, using and maintaining personal protective equipment, wearing appropriate masks and maintaining physical distancing as required. Refer to the COVID-19 Health & Safety Controls Policy on the City COVID-19 Employee Information SharePoint site Safety page site.

Implementation requirements

Employees must disclose their vaccination status to the CAO in accordance with the established processes and timelines determined by the employer.

Employees without a medical exemption and not fully vaccinated against the hazard of COVID-19 must attend a mandatory education course on how the COVID-19 vaccines work and their benefits, vaccine safety the risks of not being vaccinated and the possible side effects of the vaccine in addition to complying with the requirements set out in this policy.

Employees must update their vaccination status as they receive each dose of the COVID-19 vaccine by the dates set out in this policy.

Information and reporting

Vaccination status information will only be used and disclosed for the purpose of implementing reasonable controls to ensure the health and safety of all individuals in the workplace through appropriate health and safety planning.

Depersonalized aggregate data will be disclosed to the Province of Ontario in accordance with reporting requirements and may also be disclosed to Municipality of Powassan Council or in response to media requests for statistical information regarding the municipality's vaccination rates.

Municipal departments with specific ministry or federal government reporting requirements are responsible to ensure reporting requirements for their operations are met.

All personal information, including personal health information, will be collected, used, disclosed, retained and safeguarded in accordance with applicable municipal policies and privacy legislation.

Responsibilities

CAO, and Department Managers :

- Ensuring proper application of this policy
- Ensuring service specific processes comply with corporate standards and government regulations, orders and directives
- Ensuring information and resources promoting the importance of being vaccinated and following current health and safety protocols to prevent the spread of COVID-19 are provided to employees
- Ensuring employee vaccination status information is collected, maintained and disclosed in accordance with this policy and privacy legislation

Managers and supervisors are responsible for:

- Providing employees, volunteers, and students with access to information about COVID-19 health and safety protocols and COVID-19 vaccines
- Ensuring employees are following health and safety protocols including being vaccinated against COVID-19
- Ensuring employee vaccination status information is collected, maintained and disclosed in accordance with this policy and privacy legislation

- Ensuring employees who are not fully vaccinated have provided required medical proof of exemption or have completed the mandatory COVID-19 educational course

Employees are responsible for:

- Providing proof of being vaccinated against COVID-19
- Providing proof of medical exemption if they are not fully vaccinated
- Completing the mandatory COVID-19 educational course if proof of vaccination was not provided
- Educating themselves about COVID-19 and COVID-19 vaccinations
- Continuing to follow health and safety protocols to prevent the spread of COVID-19 before and after vaccination
- Maintaining their vaccination status including obtaining boosters as they are required and providing proof of full vaccination in accordance with this policy

The CAO is responsible for:

- Collecting and maintaining vaccination status information in accordance with privacy legislation
- Preparing vaccination status reports
- Developing required processes and protocols to implement this policy
- Ensuring a COVID-19 education course is available to employees and tracking completion rates
- Providing guidance and support to managers and supervisors to assist with developing and managing employee accommodation plans
- Ensuring all future hires are aware of and meet the requirements of this policy

Monitoring/Contraventions

Municipal leadership will continue to monitor public health and government directives to ensure our COVID-19 controls continue to effectively protect the health and safety of our employees, volunteers, and students completing placements. In partnership with the North Bay-Parry Sound District Health Unit, Municipal leaders will continue to review and assess health and safety protocols to mitigate the risk of COVID-19 in our workplaces and our community. Any changes to safety measure will be communicated to employees and the appropriate policies will be updated accordingly.

Managers and supervisors are responsible for monitoring compliance with this policy.

Employees who do not comply with this policy may be subject to discipline, up to and including termination.

Legislative and administrative authorities

[Canadian Human Rights Act\(link is external\)](#)

[Canada Labour Code Part II -Occupational Health and Safety, 2019\(link is external\)](#)

[Occupational Health and Safety Act\(link is external\)](#)

[Ontario Human Rights Code\(link is external\)](#)

[Ontario Ministry of Health and Ontario Ministry of Long-Term Care Directive #6\(link is external\)PDF opens in a new tab or window](#)

Definitions

Fully vaccinated means that it has been at least 14 days since receiving:

- A second dose of an accepted two-dose COVID-19 vaccine or a combination of accepted vaccines (Moderna, Pfizer BioNTech or AstraZeneca/COVISHIELD)
- The only dose of the single dose COVID-19 vaccine of Janssen (Johnson & Johnson)
- A complete COVID-19 vaccine series that is listed for emergency use by the World Health Organization

Proof of vaccination – Documentation verifying receipt of a vaccination series approved by Health Canada or the World Health Organization including Ontario Ministry of Health, other province or territory or international equivalent indicating individual immunization status against the COVID-19 virus.

Enquiries

For more information on this policy, contact: Maureen Lang at Mlang@powassan.net or Ben Mousseau at bmousseau@powassan.net, or call 705-724-2813.

The Corporation
of the
Municipality of Powassan

**Supplement to the
Human Resources
Policy Manual:
HR Policy in Relation to COVID-19**

September 8th, 2020
Revised: February 15th, 2022

**The Corporation of the Municipality of Powassan
COVID-19 Human Resources Policy**

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Section 1: Introduction	Policy Number: 1 – Sections 1.0 – 1.2
Effective Date:	Revision Date:
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1.0 Introduction and Background

The purpose of this supplement is to establish and maintain a human resources policy specific to municipal operations during the active COVID-19 (novel coronavirus SARS-CoV-2) pandemic. This policy is intended to strike a balance between employee safety and continuity of operations while maintaining a responsible fiscal relationship to the Municipality and its ratepayers. Compliance with this policy and discipline for failing to adhere by it will be in accordance with sections 7.6.1 – 7.6.3 of the Municipality of Powassan Human Resources Policy Manual.

Coronaviruses are a large family of viruses found mostly in animals. In humans, they can cause diseases ranging from the common cold to more severe diseases such as Severe Acute Respiratory Syndrome (SARS) and Middle East Respiratory Syndrome (MERS). The disease caused by the new coronavirus has been named COVID-19. COVID-19 was first identified in late 2019. It was declared a global pandemic by the World Health Organization in March 2020. COVID-19 most commonly spreads from an infected person to another person through the following.

- **Close contact:** Breathing in someone's respiratory droplets after they cough, sneeze, laugh or sing.
- **Contaminated surfaces:** Touching something with the virus on it, then touching your mouth, nose or eyes with unwashed hands.
- **Common greetings:** Handshakes, hugs or kisses.

1.2 Guiding Principles

The Municipality of Powassan:

- a) Intends to provide a safe, healthy work environment and endeavours to protect the health of its employees.
- b) Provides essential services to residents of the Municipality and therefore needs to maintain continuity of operations.

Section 2: Use and Administration of this Policy	Policy Number: 2 Sections 2 to 2.6
Effective Date:	Revision Date:
Municipality of Powassan	Page: 1 of 2

2.0 Use and Administration of this Document

Throughout this document, any reference to the word "Municipality" will refer to the Municipality of Powassan.

This policy was developed to facilitate consistent and equitable employment and personnel practices for all employees of the Municipality during this global pandemic. This policy manual outlines the policies and practices that guide us in our daily work together.

Please read this manual carefully. It sets out updated terms and conditions of your employment as well as key policies and procedures. If you require any interpretation, clarification or have questions, please speak to your Supervisor or the Clerk.

2.1 Policy Effect

The policies in this document are in effect only while the COVID-19 global pandemic is taking place. They are intended to act in addition to all other versions of employment related policies/contracts previously given to you either orally or in writing. Council may review these policies when the conditions caused by the global pandemic have been brought under control, and at that time may make the decision that these policies are no longer in effect.

2.2 Disclaimer

All parts of this document are supplementary to applicable federal and provincial legislation. In the event of a conflict, such legislation shall prevail.

2.3 Related Legislation

The policies and procedures developed in this policy manual are based on current Provincial legislative requirements such as: Labour Relations Act, Municipal Freedom of Information and Protection of Privacy Act, Employment Standards Act, Workplace Safety and Insurance Act, Occupational Health and Safety Act, Human Rights Code, Accessibility for Ontarians with Disabilities Act, Pay Equity Act, Emergency Management and Civil Protection Act (and Emergency Orders thereunder) etc. as they relate to employee practices and expectations.

2.4 Revisions

It is not possible to anticipate every situation that may arise in the day-to-day operation of the Municipality or to provide information that answers every possible question that may arise. Also, future circumstances may require changes in the policies, practices, and benefits described in the HRP manual. Accordingly, the Municipality reserves the right to modify, rescind, supplement, or revise any provision in this policy manual. A process to review these policies from time to time or respond to legislative or regulatory changes is being put into place.

The Municipality will make reasonable efforts to provide employees with advance notice of any modifications or revisions to this manual and will distribute or explain updated pages as revisions are made. Each revised policy will include a superseded (new) date when a revision has occurred. These revisions will be placed in the manuals at each program site as they are released and updated electronically for those able to access the technology.

2.5 Authorization

Our Human Resources policies are approved by Council. Procedures, implementation, training, orientation, monitoring and reporting on these policies and or any changes are the responsibility of the Clerk.

2.6 Confirmation of Understanding

As an employee of the Municipality, you are required to read and/or have explained to you, the Human Resources Policy Manual, following which you will sign the letter below confirming your understanding. You will be expected to return this signed letter to your Supervisor within thirty (30) days of receiving the information or policy manual. If you have questions, contact your Supervisor or Clerk.

Section 3: Sick Leave for COVID-19	Policy number 3 – Sections 3.0 to 3.3
Effective Date:	Revision Date
Municipality of Powassan	Page: 1 of 2

3.0 Self-Screening

All employees are required to self screen for symptoms of COVID-19 prior to each day of work.

Symptoms include:

- new or worsening cough
- shortness of breath or difficulty breathing
- temperature equal to or over 38°C
- feeling feverish
- chills
- fatigue or weakness
- muscle or body aches
- new loss of smell or taste
- headache
- gastrointestinal symptoms (abdominal pain, diarrhea, vomiting)
- feeling very unwell

If, as a result of a self-screen, an employee determines they are symptomatic, they must immediately advise their supervisor via phone. Additionally, if an employee has been contacted by a representative of a health unit, and has been advised they have been in contact with a person who has tested positive for COVID-19, they shall advise their supervisor.

3.1 Member of Household

If a member of an employee's household becomes symptomatic of COVID-19 or tests positive for COVID-19, they shall advise their supervisor by phone.

3.2 Stay Home Mandate

Upon receiving notification from an employee that they, or a member of their household, are displaying symptoms of COVID-19 or have tested positive for COVID-19, a supervisor shall mandate the employee to stay home from work. The employee shall not be permitted to return to work until they are able to present a negative COVID-19 test result or have quarantined for five (5) days.

3.3 Sick Leave

If an employee tests positive for COVID-19, they shall not return to work for a period of five (5) days from the date of the test.

A full-time employee required to stay home from work as a result of a positive test is entitled to five (5) days paid leave. This leave entitlement is in addition to any other leave afforded to employees in the Human Resources Policy Manual and will not deplete an employee's sick bank.

Any part-time, casual, student, or on-call employee required to stay home from work as a result of a positive test is entitled to 5 days paid leave based on an average of regular wages earned by the employee in the four work weeks before the work week the test was conducted.

The amount of days paid leave afforded by this policy are subject to change based on updated requirements as revised by the provincial government from time to time.

Section 4: Infection Prevention	Policy Number: 4 – Sections 4.0
Effective Date:	Revision Date:
Municipality of Powassan	Page: 1 of 1

4.0 Infection Prevention Controls

The Municipality has a responsibility to maintain a safe working environment for staff. As such, during the pandemic the Municipality shall: increase cleaning regimens in workplaces; increase

supplies of disinfectant, cleaning products, hand sanitizer, and applicable PPE; reduce or eliminate programming in municipal buildings; bar the public from entering staff-only areas; limiting public interaction to an appointment basis, and other protocols as deemed necessary.

Upon direction from the CAO, staff may be required to perform actions at work to aid in infection prevention. This includes but is not limited to: wearing face coverings in all indoor common areas including vehicles with two or more occupants, working from a remote location when able, staggering shifts to limit contact, disinfecting shared work spaces and vehicles, etc.



Form 1

**Confirmation of Understanding of
The Municipality of Powassan's COVID-19 Human Resource Policy**

I have received a copy of the Municipality's COVID-19 Human Resource Policy dated _____ and have read it, or have had it explained to me. I confirm that I understand it, and agree to abide by it realizing that failure to do so may result in disciplinary action up to and including dismissal.

Employee's Signature _____ Date: _____

Employee's Name (print) _____

Supervisor's Signature _____ Date: _____

Note: This form must be returned by you to your immediate Supervisor, to be placed in your personnel file.

MEMORANDUM

TO: Mayor, Council
 RE: Kimberly Bester, Deputy Clerk
 DATE: February 10, 2022
 RE: GLENDALE HALL – POTENTIAL FUNDING - UPDATE

Further to Council’s direction to apply to the Resilient Communities Program to fund repairs, etc., at the Glendale Hall, I’ve determined that this funding is more focused on providing assistance for organizations to rebuild post Covid-19 (i.e. by providing training, plans, health & safety processes, etc.)

I subsequently reached out to our MNFR contact and have determined that there is currently a funding program under NOHFC which would be better suited for the renovations that could be done at the Glendale Hall. The Community Enhancement Program – Rural Enhancement Stream may fund up to 90% of a maximum of \$200,000.

Our CBO and I met with the Powassan Lions’ representative, Peter Oshell, to tour the building and determine what repairs/renos could be done to ensure that this 30 year old facility can be used for many years. See below for a list of items and estimated costs:

Item	Estimate Cost
Repair of northern wall which has come away from the rest of the building due to water damage – repair to involve removal of east/north sections (corner) of the building walls and floor, etc. and includes engineering (for tender), supplies and contractor fee	\$ 80,000.00
Installation of Hands Free Front Door	\$ 10,000.00
Installation of LED lighting (inside and outside)	\$ 10,000.00
Installation of Barrier Free Stall in Men’s Washroom * Women’s Washroom is fine	\$ 5,000.00
Purchase of Commercial Fridge, Dishwasher, Range Head, (3) Commercial Sinks / new countertop	\$ 12,000.00
Installation of new south facing large window	\$ 8,000.00
10% Contingency	\$ 12,500.00
Total Estimated Cost:	\$137,500.00

There are very tight timelines for this opportunity, with a Phase 1 application due Tuesday, Feb. 15th. If we are successful in our Phase 1 application, we would be able to submit a Phase 2 application for consideration for this funding.

Please provide Council’s direction as to whether I should move ahead with this. Please note that the municipalities’ share could be approximately \$13,750. It might also be an option to approach the Lions Club to determine whether they might be able to contribute towards the 10% not covered by the funding.

DATE OF COUNCIL MTG.	Feb. 15/22
AGENDA ITEM #	9-2



Resolution no. 2022 - _____

Date: February 15, 2022

Moved by: _____

Seconded by: _____

That the memo dated February 10, 2022 from Deputy Clerk Kim Bester regarding funding opportunities from the Community Enhancement Program – Rural Enhancement Funding be received.

And further, that Council advises staff to move forward with the Phase 1 Application for funding for the Glendale Hall. If the funding submission is successful, the municipal portion of the proposed funding will be 10% of the total (approximately 13,750.00)

Carried _____ Defeated _____ Deferred _____ Lost _____

Mayor

Recorded Vote: Requested by _____

Name	Yeas	Nays	Name	Yeas	Nays
Councillor Randy Hall			Mayor Peter McIsaac		
Councillor Markus Wand					
Councillor Dave Britton					
Councillor Debbie Piekarski					

2020 Building Permits

Permit #	Type of Construction	Date Issued	Metre\Ft.	Comm./Resid	Permit Fee	Project Value
20-01	Repair existing roof framing	20200107	N/A	Residential	\$ 120.00	\$ 7,000.00
20-02	Renovate Kitchen & add Island	20200211	10\100	Residential	\$ 120.00	\$ 1,000.00
20-03	Single Family Dwelling with Garage	20200224	186\2002	Residential	\$ 2,750.00	\$ 300,000.00
20-04	Garage 25'x40'	20200302	93\1000	Residential	\$ 225.00	\$ 25,000.00
20-05	Single Family Dwelling with Garage	20200303	300\3214	Residential	\$ 4,050.00	\$ 450,000.00
20-06	Laundromat with 2 apartments	20200306	204\2204	Residential	\$ 2,790.00	\$ 310,000.00
20-07	3 Season Room	20200323	9\98	Residential	\$ 198.00	\$ 22,000.00
20-08	Shed	20200407	15\160	Residential	\$ 120.00	\$ 4,500.00
20-09	Repairs to Dwelling and Garage	20200417	N/A	Residential	\$ 198.00	\$ 22,000.00
20-10	Replace weeping tile system	20200505	120\1291	Residential	\$ 120.00	\$ 5,500.00
20-11	Demo of Dwelling	20200520	N/A	Residential	\$ 120.00	\$ 1,000.00
20-12	Single Family Dwelling	20200520	170\1834	Residential	\$ 2,898.00	\$ 322,000.00
20-13	Steel Garage	20200520	92\992	Residential	\$ 180.00	\$ 20,000.00
20-14	Repair existing decks	20200520	10\107	Residential	\$ 120.00	\$ 3,500.00
20-15	Add support beams to deck for hot tub	20200520	10\107	Residential	\$ 120.00	\$ 8,800.00
20-16	Deck	20200521	18\194	Residential	\$ 120.00	\$ 2,000.00
20-17	Deck	20200521	93\1000	Residential	\$ 135.00	\$ 15,000.00
20-18	Single Family Dwelling with Garage	20200527	296\3187	Residential	\$ 4,140.00	\$ 460,000.00
20-19	Demo existing SFD after new build	20200527	N/A	Residential	\$ 75.00	\$ 20,000.00
20-20	Replace front wall of garage	20200503	24\258	Residential	\$ 120.00	\$ 2,200.00
20-21	Front and rear decks	20200608	38\408	Residential	\$ 120.00	\$ 12,000.00
20-22	Repalce existing deck	20200609	4\40	Residential	\$ 120.00	\$ 2,500.00
20-23	Storage Shed	20200611	18\192	Residential	\$ 120.00	\$ 4,000.00
20-24	Pool Deck	20200611	12\128	Residential	\$ 120.00	\$ 3,000.00
20-25	Rear Deck	20200612	22\240	Residential	\$ 120.00	\$ 4,000.00
20-26	Hunt Camp	20200617	45\480	Residential	\$ 135.00	\$ 15,000.00
20-27	Single Family Dwelling	20200618	128\1376	Residential	\$ 3,110.00	\$ 340,000.00
20-28	Deck	20200618	12\128	Residential	\$ 120.00	\$ 1,900.00
20-29	Decks	20200618	30\324	Residential	\$ 120.00	\$ 4,000.00
20-30	Replacement deck	20200619	20\220	Residential	\$ 120.00	\$ 3,000.00
20-31	3 Season Room	20200622	23\252	Residential	\$ 135.00	\$ 15,000.00
20-32	Garage 20x20	20200622	37\400	Residential	\$ 144.00	\$ 16,000.00
20-33	Deck	20200624	44\475	Residential	\$ 120.00	\$ 9,000.00
20-34	Foundation Repair	20200625	N/A	Residential	\$ 252.00	\$ 28,566.40
20-35	Detached garage with carport	20200626	80\864	Residential	\$ 315.00	\$ 35,000.00
20-36	Repair Existing Carport	20200630	42\448	Residential	\$ 135.00	\$ 15,000.00
20-37	Storage Garage	20200703	22\240	Residential	\$ 120.00	\$ 10,000.00
20-38	Garage	20200703	40\440	Residential	\$ 135.00	\$ 15,000.00
20-39	Deck	20200707	33\356	Residential	\$ 120.00	\$ 3,030.00
20-40	Deck	20200708	17\180	Residential	\$ 120.00	\$ 6,000.00
20-41	Lofted Barn 10'x20'	20200709	19\200	Residential	\$ 120.00	\$ 8,000.00
20-42	Garage 26'x30'	20200710	72\780	Residential	\$ 540.00	\$ 60,000.00
20-43	Mudroom and attached garage	20200715	112\1210	Residential	\$ 630.00	\$ 70,000.00
20-44	Garage 20'x25'	20200716	46\500	Residential	\$ 360.00	\$ 40,000.00

DATE OF COUNCIL MTG.	Feb. 15/22
AGENDA ITEM #	9-3

20-45	Front Porch	20200720	18\184	Residential	\$ 120.00	\$ 8,600.00
20-46	Deck	20200721	36\392	Residential	\$ 120.00	\$ 6,000.00
20-47	Replace weeping tile system	20200722	N/A	Residential	\$ 120.00	\$ 18,080.00
20-48	Renovation and add washroom	20200723	25\264	Residential	\$ 144.00	\$ 16,000.00
20-49	Front Addition	20200728	10\96	Residential	\$ 120.00	\$ 10,000.00
20-50	Change of Use and Renovation	20200729	108\1326	Commercial	\$ 360.00	\$ 40,000.00
20-51	Replace existing deck	20200730	13\144	Residential	\$ 120.00	\$ 2,000.00
20-52	SFD/Granny Suite/Attached Garage	20200804	219\2352	Residential	\$ 5,400.00	\$ 600,000.00
20-53	Storage Garage	20200804	178\1920	Residential	\$ 540.00	\$ 60,000.00
20-54	Garage	20200811	53\576	Residential	\$ 405.00	\$ 45,000.00
20-55	Garage	20200811	94\1008	Residential	\$ 405.00	\$ 45,000.00
20-56	SFD	20200812	111\1200	Residential	\$ 1,999.00	\$ 211,000.00
20-57	Demolition of garage after fire	20200818	186\2000	Residential	\$ 75.00	\$ 15,000.00
20-58	Add upper deck	20200818	22\232	Residential	\$ 120.00	\$ 4,000.00
20-59	Replace existing deck	20200818	48\512	Residential	\$ 135.00	\$ 15,000.00
20-60	Covered porch to mudroom	20200826	12\130	Residential	\$ 120.00	\$ 10,000.00
20-61	SFD over garage	20200826	145\1560	Residential	\$ 2,566.00	\$ 274,000.00
20-62	Add lean to on Barn	20200831	30\320	Residential	\$ 120.00	\$ 3,000.00
20-63	Replace weeping tile on 2 sides	20200831	19\200	Residential	\$ 120.00	\$ 10,000.00
20-64	Garage Addition	20200902	85\912	Residential	\$ 180.00	\$ 20,000.00
20-65	Renovation to coffee shop	20200908	47\510	Commercial	\$ 120.00	\$ 5,000.00
20-66	Replace weeping tile and front deck	20200910	26\280	Residential	\$ 120.00	\$ 10,000.00
20-67	Garage Addition	20200917	37\400	Residential	\$ 120.00	\$ 12,000.00
20-68	Deck	20200921	26\288	Residential	\$ 120.00	\$ 4,000.00
20-69	Seasonal Dwelling	20200922	107\1157	Residential	\$ 1,877.00	\$ 203,000.00
20-70	Garage 24x24	20200922	54\576	Residential	\$ 252.00	\$ 28,000.00
20-71	SFD with Attached Garage	20200924	153\1650	Residential	\$ 2,660.00	\$ 290,400.00
20-72	Replace existing deck	20200929	19\200	Residential	\$ 120.00	\$ 3,000.00
20-73	Foundation Repair	20200929	19\210	Residential	\$ 120.00	\$ 2,500.00
20-74	Install new Garage Door	20200929	2\18	Residential	\$ 120.00	\$ 4,100.00
20-75	Hunt Camp	20201005	44\479	Residential	\$ 120.00	\$ 12,000.00
20-76	Demolition of Shed	20201009	13\144	Residential	\$ 75.00	\$ -
20-77	50 Seniors Apartments	20201021	3399\36586	Residential	\$ 78,165.00	\$ 8,685,420.00
20-78	SFD with Attached Garage	20201020	166/1792	Residential	\$ 2,300.00	\$ 250,000.00
20-79	Demo dwelling after fire	20201022	100\1076	Residential	\$ 75.00	\$ 15,000.00
20-80	Shed 10'x16'	20201022	15\160	Residential	\$ 120.00	\$ 2,000.00
20-81	Restoration of fire damage	20201027	23\250	Residential	\$ 324.00	\$ 36,000.00
20-82	Replace shingles ,fascia and venting	20201028	482\5188	Institutional	\$ 305.00	\$ 33,970.00
20-83	SFD with Attached Garage	MV		cancelled	\$ -	\$ -
20-84	Garage	20201105	107\1152	Residential	\$ 450.00	\$ 50,000.00
20-85	Repair foundation and weepers	20201126	29\312	Residential	\$ 222.00	\$ 18,000.00
					\$ 127,244.00	\$ 13,798,566.40

2021 Building Permits

Permit #	Type of Construction	Date Issue	Metre\Ft.	Comm./Resid	Permit Fee	Project Value
21-01	Demo of foundation	20210209	60\648	Residential	\$ 75.00	\$ 4,500.00
21-02	Replace front concrete entrance	20210212	19\210	Commercial	\$ 120.00	\$ 6,250.00
21-03	Remove and replace roofing	20210212	297\3200	Commercial	\$ 270.00	\$ 30,500.00
21-04	Demolition of Trout Creek Hotel	20210216	513\5525	Commercial	\$ 75.00	\$ 105,400.00
21-05	Renovate to open porch	20210218	17\182	Residential	\$ 120.00	\$ 5,000.00
21-06	Demolition of Princess Motel	20210309	371\4000	Commercial	\$ 75.00	\$ 37,800.00
21-07	Shed	20210331	16\180	Residential	\$ 120.00	\$ 4,200.00
21-08	Replace weeping tile	20210407	33\360	Residential	\$ 120.00	\$ 10,000.00
21-09	Lean-to	20210407	71\767	Residential	\$ 126.00	\$ 14,510.00
21-10	Single Family Dwelling\attached garage	20210414	227\2454	Residential	\$ 4,608.00	\$ 512,000.00
21-11	Single Family Dwelling\attached garage	20210419	210\2260	Residential	\$ 3,600.00	\$ 400,000.00
21-12	Addition to garage	20210420	27\288	Residential	\$ 120.00	\$ 7,500.00
21-13	Single Family Dwelling	20210423	80\865	Residential	\$ 1,575.00	\$ 175,000.00
21-14	Garage	20210423	84\900	Residential	\$ 315.00	\$ 35,000.00
21-15	Fabric Storage Building	20210426	162\1750	Residential	\$ 585.00	\$ 65,000.00
21-16	Garage	20210427	58\624	Residential	\$ 360.00	\$ 40,000.00
21-17	Addition to existing dwelling	20210506	34\361	Residential	\$ 450.00	\$ 50,000.00
21-18	Garage 32'x40'	20210512	119\1280	Residential	\$ 360.00	\$ 40,000.00
21-19	Single Family Dwelling\attached garage	20210513	227\2448	Residential	\$ 4,950.00	\$ 550,000.00
21-20	Single Family Dwelling \attached garage	20210517	197\2120	Residential	\$ 3,555.00	\$ 395,000.00
21-21	Single Family Dwelling \attached garage	20210520	200\2152	Residential	\$ 3,885.00	\$ 425,000.00
21-22	Replace Front Deck	20210520	8\88	Residential	\$ 120.00	\$ 13,500.00
21-23	Garage with carport	20210521	81\870	Residential	\$ 540.00	\$ 60,000.00
21-24	Single Family Dwelling\attached garage	20210527	302\3228	Residential	\$ 4,221.00	\$ 469,000.00
21-25	Cover existing concrete entrance	20210528	14\155	Residential	\$ 120.00	\$ 5,200.00
21-26	Single Family Dwelling	20210531	101\1088	Residential	\$ 2,880.00	\$ 320,000.00
21-27	Renovate Kitchen	20210601	17\185	Residential	\$ 315.00	\$ 35,000.00
21-28	Replace weeping tile on 3 walls	20210601	19\200	Residential	\$ 135.00	\$ 15,000.00
21-29	Remove storage area and resupport	20210604	19\200	Residential	\$ 120.00	\$ 5,000.00
21-30	Add mudroom and deck	20210610	54\588	Residential	\$ 657.00	\$ 73,000.00
21-31	Replace rear deck	20210614	11\120	Residential	\$ 120.00	\$ 2,500.00
21-32	Accessory Dwelling	20210624	67\720	Residential	\$ 1,125.00	\$ 125,000.00
21-33	Single Family Dwelling	20210624	111\1200	Residential	\$ 3,210.00	\$ 350,000.00
21-34	Garage	20210705	149\1600	Residential	\$ 540.00	\$ 60,000.00
21-35	Platform for Yurt	20210705	28\300	Residential	\$ 120.00	\$ 3,000.00
21-36	Carport	20210707	28\297	Residential	\$ 120.00	\$ 7,000.00
21-37	SFD with Granny Suite	20210728	148\1591	Residential	\$ 5,328.00	\$ 592,000.00
21-38	SFD	20210722	111\1200	Residential	\$ 2,070.00	\$ 230,000.00
21-39	Garage	20210722	29\320	Residential	\$ 162.00	\$ 18,000.00
21-40	Fire Place Chase	20210722	2\21	Residential	\$ 225.00	\$ 25,000.00
21-41	Pre-Engineered garage 12'x28'	20210727	31\336	Residential	\$ 135.00	\$ 15,000.00
21-42	Replace rear deck and stairs	20210810	10\112	Commercial	\$ 120.00	\$ 7,000.00
21-43	Re-place garage after fire	20210803	39\432	Residential	\$ 720.00	\$ 80,000.00
21-44	Demolition of Church of God	20210805	65\700	Institutional	\$ -	\$ 2,500.00

21-45	Sheep Shed	20210813	18\192	Residential	\$ 120.00	\$ 8,000.00
21-46	Garage	20210818	45\480	Residential	\$ 162.00	\$ 18,000.00
21-47	3 Season Dwelling	20210818	116\1250	Residential	\$ 1,743.00	\$ 187,500.00
21-48	Shelter over sawmill	20210818	18\192	Residential	\$ 120.00	\$ 3,500.00
21-49	Covered deck screened in	20210812	22\240	Residential	\$ 135.00	\$ 15,000.00
21-50	Renewal of permit to complete SFD	20210901	242\2600	Residential	\$ 60.00	\$ 200,000.00
21-51	Renewal of permit to complete Garage	20210901	99\1064	Residential	\$ 60.00	\$ 80,000.00
21-52	Storage Shed	20210909	40\432	Residential	\$ 120.00	\$ 5,000.00
21-53	Renovate office spaces to 2 new apartments	20210914	214\2303	Residential	\$ 360.00	\$ 40,000.00
21-54	Replace foundation weeping tile	20210915	N/A	Residential	\$ 120.00	\$ 2,000.00
21-55	Single Family Dwelling	20210924	130\1404	Residential	\$ 2,880.00	\$ 320,000.00
21-56	Single Family Dwelling	20211006	96\1040	Residential	\$ 1,575.00	\$ 175,000.00
21-57	Temporary Shoring of Foundation Wall	20210928	10\107	Institutional	\$ 450.00	\$ 50,000.00
21-58	Attached Garage with mudroom	20210928	134\1442	Residential	\$ 1,935.00	\$ 215,000.00
21-59	Single Family Dwelling \attached garage	20210928	339\3652	Residential	\$ 6,300.00	\$ 700,000.00
21-60	Renovate Existing Garage	20210928	69\740	Residential	\$ 120.00	\$ 9,000.00
21-61	Front Porch	20210930	44\480	Residential	\$ 135.00	\$ 15,000.00
21-62	Foundation Repair	20210930	7\80	Residential	\$ 120.00	\$ 5,551.00
21-63	Change of use from salon to office	20211005	84\900	Commercial	\$ 120.00	\$ 7,000.00
21-64	Demolish Unsafe Building	20211005	37\400	Commercial	\$ 75.00	\$ 5,000.00
21-65	Carport	20211007	45\480	Residential	\$ 120.00	\$ 8,000.00
21-66	Deck with Roof	20211007	50\540	Residential	\$ 120.00	\$ 8,000.00
21-67	Add Ensuite Bathroom	20211012	11\120	Residential	\$ 120.00	\$ 10,000.00
21-68	Rear Deck	20211012	29\312	Residential	\$ 120.00	\$ 8,000.00
21-69	Single Family Dwelling with attached Garage	20211026	280\3012	Residential	\$ 5,400.00	\$ 600,000.00
21-70	Single Family Dwelling with attached Garage	20211023	147\1660	Residential	\$ 2,430.00	\$ 275,000.00
21-71	Pole Barn	20211023	89\960	Industrial	\$ 288.00	\$ 32,000.00
21-72	Change of use from assembly Hall to Resident	20211023	217\2340	Residential	\$ 120.00	\$ 12,000.00
21-73	Roof Mounted Solar Panel Installation	20211023	46\495	Residential	\$ 207.00	\$ 23,540.00
21-74	Garage	20211023	100\1080	Residential	\$ 360.00	\$ 40,000.00
21-75	Replace existing weeping tile system	20211025	N/A	Residential	\$ 135.00	\$ 15,000.00
21-76	Garage	20211026	59\640	Residential	\$ 270.00	\$ 30,000.00
21-77	Seasonal Dwelling	20211027	112\1200	Residential	\$ 1,440.00	\$ 160,000.00
21-78	Shelterlogic Carport with Enclosed Walls	20211027	37\400	Residential	\$ 120.00	\$ 6,500.00
21-79	Extension of deck with 3 season room & carp	20211119	101\1090	Residential	\$ 315.00	\$ 35,000.00
21-80	Shed	20211119	17\192	Residential	\$ 120.00	\$ 6,000.00
21-81	Pavilion	20211122	37\400	Residential	\$ 225.00	\$ 25,000.00
21-82	Partial West Wall Reconstruction	20211206	N/A	Institutional	\$ 945.00	\$ 105,000.00
21-83	Replace weeping tile system	20211210	N/A	Residential	\$ 120.00	\$ 5,000.00
21-84	Repair North foundation wall and weepers	20211222	N/A	Residential	\$ 120.00	\$ 6,500.00
21-85	Upper and Lower Deck	20211223	38\410	Residential	\$ 135.00	\$ 15,000.00
21-86	Shed	20211223	29\308	Residential	\$ 171.00	\$ 19,578.00
					\$ 78,678.00	\$ 8,931,029.00

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
(Penney)

BY-LAW NO. 2022-03

Being a By-law to amend By-law No. 2003-38, as amended, the Zoning By-law for the Municipality of Powassan with respect to lands located at Lot 6, Plan 44 (528 and 526 Main Street, Town of Powassan), in the Municipality of Powassan.

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

AND WHEREAS the owners of the subject lands have filed an application with the Municipality of Powassan to amend By-law No. 2003-38, as amended;

AND WHEREAS the Council of the Corporation of the Municipality of Powassan deems it advisable to amend By-Law 2003-38, as amended;

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

1. Schedule 'B' to Zoning By-law No. 2003-38 as amended, is hereby further amended by zoning affected lands described as Lot 6, Plan 44, (528 and 526 Main Street, Powassan), in the Municipality of Powassan from Village Commercial (CV1) to Village Commercial - Exception Six (CV1-6) as shown hatched on Schedule 'A-1' attached hereto and forming part of this By-law.
2. Section 4.6.3 of Zoning By-law No. 2003-38 is hereby further amended by the addition of the following subsection:

3.6.3.6 Village Commercial Exception Five (CV1-6) Zone

Notwithstanding Section 4.6.1 (xxiii) of the of the Village Commercial (CV1) Zone, on lands described legally as Lot 6, Plan 44, (528 and 526 Main Street, Powassan), and located in the Village Commercial - Exception Six (CV1-6) zone, residential apartment dwelling units shall be permitted to be located on the main floor and at the front of a commercial building.

DATE OF COUNCIL MTG.	Feb 15/22
AGENDA ITEM #	10-1

3. This By-law shall come into effect upon the date of passage hereof, subject to the provisions of Section 34 (30) and (31) of the Planning Act, 1990.

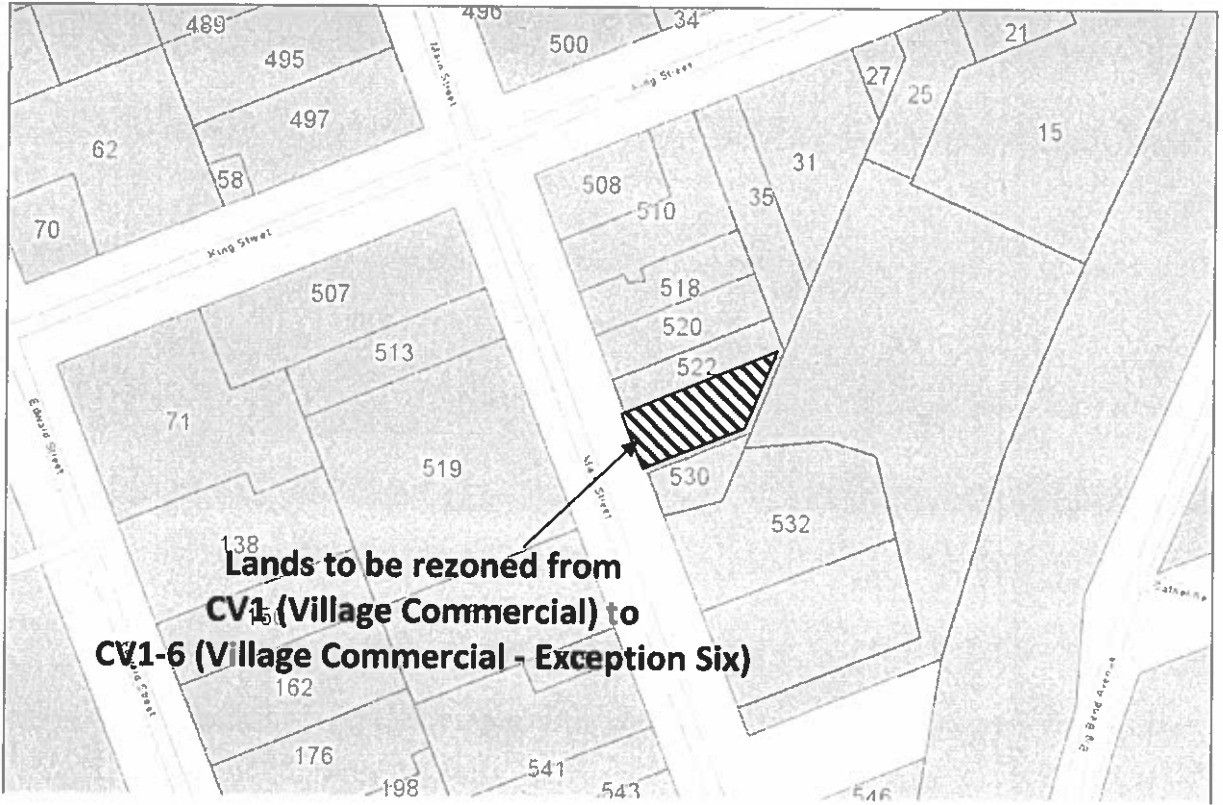
READ A FIRST AND SECOND TIME on the 1st of February, 2022

READ A THIRD TIME and finally passed this 15th of February, 2022

Mayor

Clerk

Schedule 'A-1'



THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW NO. 2022-04

Being a By-Law to authorize an agreement between the Municipality of Powassan and her Majesty the Queen in right of Ontario as represented by the Minister of Municipal Affairs and Housing

WHEREAS The government will provide \$125 million over 4 years to 405 small and rural municipalities through application-based to assist municipalities conduct service delivery reviews and implement process improvements in the delivery of public services.

And **WHEREAS** the Municipality of Powassan is desirous of improving service delivery locally;

BE IT THEREFORE ENACTED by the Municipal Council of the Corporation of the Municipality of Powassan as follows:

1. That the Mayor and CAO/Clerk be and are hereby authorized to execute the attached Agreement between the Corporation of the Municipality of Powassan and Her Majesty the Queen in Right of Ontario as Represented by the Minister of Municipal Affairs and Housing
2. That this Agreement will come into effect immediately upon receipt of executed copy from the province.

READ a FIRST and SECOND time, and considered **READ a THIRD and FINAL** time and adopted for the betterment of the community, this the 15th day of February, 2022

Mayor

CAO/Clerk

DATE OF COUNCIL MTG.	Feb 15/22
AGENDA ITEM #	10-2

ONTARIO TRANSFER PAYMENT AGREEMENT

THE AGREEMENT is effective as of the _____ day of _____, 20____

BETWEEN :

**Her Majesty the Queen in right of Ontario
as represented by the Minister of Municipal Affairs and
Housing**

(the "Province")

- and -

The Corporation of the Municipality of Powassan

(the "Recipient")

CONSIDERATION

In consideration of the mutual covenants and agreements contained in the Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

1.0 ENTIRE AGREEMENT

1.1 **Schedules to the Agreement.** The following schedules form part of the Agreement:

- Schedule "A" - General Terms and Conditions
- Schedule "B" - Project Specific Information and Additional Provisions
- Schedule "C" - Project
- Schedule "D" - Budget
- Schedule "E" - Payment Plan
- Schedule "F" - Reports.

1.2 **Entire Agreement.** The Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

2.0 CONFLICT OR INCONSISTENCY

2.1 Conflict or Inconsistency. In the event of a conflict or inconsistency between the Additional Provisions and the provisions in Schedule "A", the following rules will apply:

- (a) the Parties will interpret any Additional Provisions in so far as possible, in a way that preserves the intention of the Parties as expressed in Schedule "A"; and
- (b) where it is not possible to interpret the Additional Provisions in a way that is consistent with the provisions in Schedule "A", the Additional Provisions will prevail over the provisions in Schedule "A" to the extent of the inconsistency.

3.0 COUNTERPARTS

3.1 One and the Same Agreement. The Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

4.0 AMENDING THE AGREEMENT

4.1 Amending the Agreement. The Agreement may only be amended by a written agreement duly executed by the Parties.

5.0 ACKNOWLEDGEMENT

5.1 Acknowledgement. The Recipient acknowledges that:

- (a) the Funds are to assist the Recipient to carry out the Project and not to provide goods or services to the Province;
- (b) the Province is not responsible for carrying out the Project; and
- (c) the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.

- SIGNATURE PAGE FOLLOWS -

The Parties have executed the Agreement on the dates set out below.

**HER MAJESTY THE QUEEN IN RIGHT OF
ONTARIO as represented by the Minister of
Municipal Affairs and Housing**

Date

Name: The Honourable Steve Clark
Title: Minister of Municipal Affairs and Housing

The Corporation of the Municipality of Powassan

Date

Name:
Title:

I have authority to bind the Recipient.

Date

Name:
Title:

I have authority to bind the Recipient.

SCHEDULE "A"
GENERAL TERMS AND CONDITIONS

A1.0 INTERPRETATION AND DEFINITIONS

A1.1 **Interpretation.** For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency; and
- (e) "include", "includes" and "including" denote that the subsequent list is not exhaustive.

A1.2 **Definitions.** In the Agreement, the following terms will have the following meanings:

"Additional Provisions" means the terms and conditions set out in Schedule "B".

"Agreement" means this agreement entered into between the Province and the Recipient, all of the schedules listed in section 1.1, and any amending agreement entered into pursuant to section 4.1.

"Budget" means the budget attached to the Agreement as Schedule "D".

"Business Day" means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year's Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day and any other day on which the Province has elected to be closed for business.

"Effective Date" means the date set out at the top of the Agreement.

"Event of Default" has the meaning ascribed to it in section A12.1.

"Expiry Date" means the expiry date set out in Schedule "B".

"Funding Year" means:

- (a) in the case of the first Funding Year, the period commencing on the

Effective Date and ending on the following March 31; and

- (b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31 or the Expiry Date, whichever is first.

“Funds” means the money the Province provides to the Recipient pursuant to the Agreement.

“Indemnified Parties” means Her Majesty the Queen in right of Ontario, and includes Her ministers, agents, appointees, and employees.

“Loss” means any cause of action, liability, loss, cost, damage, or expense (including legal, expert and consultant fees) that anyone incurs or sustains as a result of or in connection with the Project or any other part of the Agreement.

“Maximum Funds” means the maximum set out in Schedule “B”.

“Notice” means any communication given or required to be given pursuant to the Agreement.

“Notice Period” means the period of time within which the Recipient is required to remedy an Event of Default pursuant to section A12.3(b), and includes any such period or periods of time by which the Province extends that time in accordance with section A12.4.

“Parties” means the Province and the Recipient.

“Party” means either the Province or the Recipient.

“Proceeding” means any action, claim, demand, lawsuit, or other proceeding that anyone makes, brings or prosecutes as a result of or in connection with the Project or with any other part of the Agreement.

“Project” means the undertaking described in Schedule “C”.

“Records Review” means any assessment the Province conducts pursuant to section A7.4.

“Reports” means the reports described in Schedule “F”.

A2.0 REPRESENTATIONS, WARRANTIES, AND COVENANTS

A2.1 General. The Recipient represents, warrants, and covenants that:

- (a) it has, and will continue to have, the experience and expertise necessary to carry out the Project;
- (b) it is in compliance with, and will continue to comply with, all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Project, the Funds, or both; and
- (c) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and will continue to be true and complete.

A2.2 Execution of Agreement. The Recipient represents and warrants that it has:

- (a) the full power and authority to enter into the Agreement; and
- (b) taken all necessary actions to authorize the execution of the Agreement, including passing a municipal by-law authorizing the Recipient to enter into the Agreement.

A2.3 Governance. The Recipient represents, warrants, and covenants that it has, will maintain in writing, and will follow:

- (a) procedures to enable the Recipient to manage Funds prudently and effectively;
- (b) procedures to enable the Recipient to complete the Project successfully;
- (c) procedures to enable the Recipient to identify risks to the completion of the Project and strategies to address the identified risks, all in a timely manner;
- (d) procedures to enable the preparation and submission of all Reports required pursuant to Article A7.0; and
- (e) procedures to enable the Recipient to address such other matters as the Recipient considers necessary to enable the Recipient to carry out its obligations under the Agreement.

A2.4 Supporting Proof. Upon the request of the Province, the Recipient will provide the Province with proof of the matters referred to in Article A2.0.

A3.0 TERM OF THE AGREEMENT

A3.1 **Term.** The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A11.0 or Article A12.0.

A4.0 FUNDS AND CARRYING OUT THE PROJECT

A4.1 **Funds Provided.** The Province will:

- (a) provide the Recipient up to the Maximum Funds for the purpose of carrying out the Project;
- (b) provide the Funds to the Recipient in accordance with the payment plan attached to the Agreement as Schedule "E"; and
- (c) deposit the Funds into an account the Recipient designates provided that the account:
 - (i) resides at a Canadian financial institution; and
 - (ii) is in the name of the Recipient.

A4.2 **Limitation on Payment of Funds.** Despite section A4.1:

- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides evidence satisfactory to the Province that the Recipient's council has authorized the execution of this Agreement by the Recipient by municipal by-law;
- (b) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the certificates of insurance or other proof as the Province may request pursuant to section A10.2;
- (c) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project; and
- (d) the Province may adjust the amount of Funds it provides to the Recipient in any Funding Year based upon the Province's assessment of the information the Recipient provides to the Province pursuant to section A7.2.

A4.3 **Use of Funds and Carry Out the Project.** The Recipient will do all of the following:

- (a) carry out the Project in accordance with the Agreement;

- (b) use the Funds only for the purpose of carrying out the Project;
- (c) spend the Funds only in accordance with the Budget;
- (d) not use the Funds to cover any cost that has or will be funded or reimbursed by one or more of any third party, ministry, agency, or organization of the Government of Ontario.

A4.4 Interest Bearing Account. If the Province provides Funds before the Recipient's immediate need for the Funds, the Recipient will place the Funds in an interest bearing account in the name of the Recipient at a Canadian financial institution.

A4.5 Interest. If the Recipient earns any interest on the Funds, the Province may do either or both of the following:

- (a) deduct an amount equal to the interest from any further instalments of Funds;
- (b) demand from the Recipient the payment of an amount equal to the interest.

A4.6 Rebates, Credits, and Refunds. The Province will calculate Funds based on the actual costs to the Recipient to carry out the Project, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.

A5.0 RECIPIENT'S ACQUISITION OF GOODS OR SERVICES, AND DISPOSAL OF ASSETS

A5.1 Acquisition. If the Recipient acquires goods, services, or both with the Funds, it will do so through a process that promotes the best value for money.

A5.2 Disposal. The Recipient will not, without the Province's prior consent, sell, lease, or otherwise dispose of any asset purchased or created with the Funds or for which Funds were provided, the cost of which exceeded the amount as provided for in Schedule "B" at the time of purchase.

A6.0 CONFLICT OF INTEREST

A6.1 Conflict of Interest Includes. For the purposes of Article A6.0, a conflict of interest includes any circumstances where:

- (a) the Recipient; or
- (b) any person who has the capacity to influence the Recipient's decisions,

has outside commitments, relationships, or financial interests that could, or could be seen by a reasonable person to, interfere with the Recipient's objective, unbiased, and impartial judgment relating to the Project, the use of the Funds, or both.

A6.2 No Conflict of Interest. The Recipient will carry out the Project and use the Funds without an actual, potential, or perceived conflict of interest unless:

- (a) the Recipient:
 - (i) provides Notice to the Province disclosing the details of the actual, potential, or perceived conflict of interest;
 - (ii) requests the consent of the Province to carry out the Project with an actual, potential, or perceived conflict of interest;
- (b) the Province provides its consent to the Recipient carrying out the Project with an actual, potential, or perceived conflict of interest; and
- (c) the Recipient complies with any terms and conditions the Province may prescribe in its consent.

A7.0 REPORTS, ACCOUNTING, AND REVIEW

A7.1 Province Includes. For the purposes of sections A7.4, A7.5 and A7.6, "Province" includes any auditor or representative the Province may identify.

A7.2 Preparation and Submission. The Recipient will:

- (a) submit to the Province at the address referred to in section A17.1:
 - (i) all Reports in accordance with the timelines and content requirements as provided for in Schedule "F";
 - (ii) any other reports in accordance with any timelines and content requirements the Province may specify from time to time;
- (b) ensure that all Reports and other reports are:
 - (i) completed to the satisfaction of the Province; and
 - (i) signed by an authorized signing officer of the Recipient.

A7.3 Record Maintenance. The Recipient will keep and maintain for a period of seven years from their creation:

- (a) all financial records (including invoices and evidence of payment) relating to the Funds or otherwise to the Project in a manner consistent with either international financial reporting standards or generally accepted accounting principles or any other accounting principles that apply to the Recipient; and
 - (b) all non-financial records and documents relating to the Funds or otherwise to the Project.
- A7.4 **Records Review.** The Province may, at its own expense, upon twenty-four hours' Notice to the Recipient and during normal business hours enter upon the Recipient's premises to conduct an audit or investigation of the Recipient regarding the Recipient's compliance with the Agreement, including assessing any of the following:
 - (a) the truth of any of the Recipient's representations and warranties;
 - (b) the progress of the Project;
 - (c) the Recipient's allocation and expenditure of the Funds.
- A7.5 **Inspection and Removal.** For the purposes of any Records Review, the Province may take one or more of the following actions:
 - (a) inspect and copy any records and documents referred to in section A7.3; and
 - (b) remove any copies the Province makes pursuant to section A7.5(a).
- A7.6 **Cooperation.** To assist the Province in respect of its rights provided for in section A7.5, the Recipient will cooperate with the Province by:
 - (a) ensuring that the Province has access to the records and documents wherever they are located;
 - (b) assisting the Province to copy records and documents;
 - (c) providing to the Province, in the form the Province specifies, any information the Province identifies; and
 - (d) carrying out any other activities the Province requests.
- A7.7 **No Control of Records.** No provision of the Agreement will be construed so as to give the Province any control whatsoever over the Recipient's records.
- A7.8 **Auditor General.** The Province's rights under Article A7.0 are in addition to

any rights provided to the Auditor General pursuant to section 9.2 of the *Auditor General Act* (Ontario).

A8.0 COMMUNICATIONS REQUIREMENTS

A8.1 Acknowledge Support. Unless the Province directs the Recipient to do otherwise, the Recipient will in each of its Project-related publications, whether written, oral, or visual:

- (a) acknowledge the support of the Province for the Project;
- (b) ensure that any acknowledgement is in a form and manner as the Province directs; and
- (c) indicate that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

A9.0 INDEMNITY

A9.1 Indemnification. The Recipient will indemnify and hold harmless the Indemnified Parties from and against any Loss and any Proceeding, unless solely caused by the negligence or wilful misconduct of the Indemnified Parties.

A10.0 INSURANCE

A10.1 Recipient's Insurance. The Recipient represents, warrants, and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than the amount provided for in Schedule "B" per occurrence, which commercial general liability insurance policy will include the following:

- (a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
- (b) a cross-liability clause;
- (c) contractual liability coverage; and
- (d) a 30-day written notice of cancellation.

A10.2 Proof of Insurance. The Recipient will:

- (a) provide to the Province, either:
 - (i) certificates of insurance that confirm the insurance coverage as provided for in section A10.1; or
 - (ii) other proof that confirms the insurance coverage as provided for in section A10.1; and
- (b) in the event of a Proceeding, and upon the Province's request, the Recipient will provide to the Province a copy of any of the Recipient's insurance policies that relate to the Project or otherwise to the Agreement, or both.

A11.0 TERMINATION ON NOTICE

A11.1 Termination on Notice. The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving 30 days' Notice to the Recipient.

A11.2 Consequences of Termination on Notice by the Province. If the Province terminates the Agreement pursuant to section A11.1, the Province may take one or more of the following actions:

- (a) cancel further instalments of Funds;
- (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the Project, and do either or both of the following:
 - (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to section A11.2(b); and
 - (ii) subject to section A4.1(a), provide Funds to the Recipient to cover such costs.

A12.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT

A12.1 Events of Default. It will constitute an Event of Default if, in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other material term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:

- (i) carry out the Project;

- (ii) use or spend Funds; or
- (iii) provide, in accordance with section A7.2, Reports or such other reports as the Province may have requested pursuant to section A7.2(a)(ii).

A12.2 Consequences of Events of Default and Corrective Action. If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel further instalments of Funds;
- (f) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient;
- (i) demand from the Recipient an amount equal to the costs the Province incurred or incurs to enforce its rights under the Agreement, including the costs of any Record Review and the costs it incurs to collect any amounts the Recipient owes to the Province; and
- (j) terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province upon giving Notice to the Recipient.

A12.3 Opportunity to Remedy. If, in accordance with section A12.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will give Notice to the Recipient of:

- (a) the particulars of the Event of Default; and

(b) the Notice Period.

A12.4 Recipient not Remediating. If the Province provided the Recipient with an opportunity to remedy the Event of Default pursuant to section A12.2(b), and:

(a) the Recipient does not remedy the Event of Default within the Notice Period;

(b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or

(c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections A12.2(a), (c), (d), (e), (f), (g), (h), and (i).

A12.5 When Termination Effective. Termination under Article A12.0 will take effect as provided for in the Notice.

A13.0 FUNDS AT THE END OF A FUNDING YEAR

A13.1 Funds at the End of a Funding Year. Without limiting any rights of the Province under Article A12.0, if the Recipient has not spent all of the Funds allocated for the Funding Year as provided for in the Budget, the Province may take one or both of the following actions:

(a) demand from the Recipient payment of the unspent Funds; and

(b) adjust the amount of any further instalments of Funds accordingly.

A14.0 FUNDS UPON EXPIRY

A14.1 Funds Upon Expiry. The Recipient will, upon expiry of the Agreement, pay to the Province any Funds remaining in its possession, under its control, or both.

A15.0 DEBT DUE AND PAYMENT

A15.1 Payment of Overpayment. If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

(a) deduct an amount equal to the excess Funds from any further instalments of Funds; or

(b) demand that the Recipient pay to the Province an amount equal to the

excess Funds.

A15.2 Debt Due. If, pursuant to the Agreement:

- (a) the Province demands from the Recipient the payment of any Funds or an amount equal to any Funds; or
- (b) the Recipient owes any Funds or an amount equal to any Funds to the Province, whether or not the Province has demanded their payment,

such amounts will be deemed to be debts due and owing to the Province by the Recipient, and the Recipient will pay the amounts to the Province immediately, unless the Province directs otherwise.

A15.3 Interest Rate. The Province may charge the Recipient interest on any money owing to the Province by the Recipient under the Agreement at the then current interest rate charged by the Province of Ontario on accounts receivable.

A15.4 Payment of Money to Province. The Recipient will pay any money owing to the Province by cheque payable to the "Ontario Minister of Finance" and delivered to the Province as provided for in Schedule "B".

A15.5 Fails to Pay. Without limiting the application of section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to pay any amount owing under the Agreement, Her Majesty the Queen in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by Her Majesty the Queen in right of Ontario.

A16.0 NOTICE

A16.1 Notice in Writing and Addressed. Notice will be:

- (a) in writing;
- (b) delivered by email, postage-prepaid mail, personal delivery, courier or fax; and
- (c) addressed to the Province or the Recipient as set out in Schedule "B", or as either Party later designates to the other by Notice.

A16.2 Notice Given. Notice will be deemed to have been given:

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; or
- (b) in the case of fax, one Business Day after the Notice is delivered; and

- (c) in the case of email, personal delivery or courier on the date on which the Notice is delivered.

A16.3 Postal Disruption. Despite section A16.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail will not be deemed to be given; and
- (b) the Party giving Notice will give Notice by email, personal delivery, courier or fax.

A17.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT

A17.1 Consent. When the Province provides its consent pursuant to the Agreement:

- (a) it will do so by Notice;
- (b) it may attach any terms and conditions to the consent; and
- (c) the Recipient may rely on the consent only if the Recipient complies with any terms and conditions the Province may have attached to the consent.

A18.0 SEVERABILITY OF PROVISIONS

A18.1 Invalidity or Unenforceability of Any Provision. The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement.

A19.0 WAIVER

A19.1 Waiver Request. Either Party may, by Notice, ask the other Party to waive an obligation under the Agreement.

A19.2 Waiver Applies. If in response to a request made pursuant to section A19.1 a Party consents to a waiver, the waiver will:

- (a) be valid only if the Party that consents to the waiver provides the consent by Notice; and
- (b) apply only to the specific obligation referred to in the waiver.

A20.0 INDEPENDENT PARTIES

A20.1 Parties Independent. The Recipient is not an agent, joint venturer, partner, or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is, or take any

actions that could establish or imply such a relationship.

A21.0 ASSIGNMENT OF AGREEMENT OR FUNDS

A21.1 No Assignment. The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

A21.2 Agreement Binding. All rights and obligations contained in the Agreement will extend to and be binding on:

- (a) the Recipient's successors, and permitted assigns; and
- (b) the successors to Her Majesty the Queen in right of Ontario.

A22.0 GOVERNING LAW

A22.1 Governing Law. The Agreement and the rights, obligations, and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

A23.0 FURTHER ASSURANCES

A23.1 Agreement into Effect. The Recipient will:

- (a) provide such further assurances as the Province may request from time to time with respect to any matter to which the Agreement pertains; and
- (b) do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

A24.0 JOINT AND SEVERAL LIABILITY

A24.1 Joint and Several Liability. Where the Recipient comprises of more than one entity, all such entities will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

A25.0 RIGHTS AND REMEDIES CUMULATIVE

A25.1 Rights and Remedies Cumulative. The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

A26.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS

A26.1 Other Agreements. If the Recipient:

- (a) has failed to comply with any term, condition, or obligation under any other agreement with Her Majesty the Queen in right of Ontario or one of Her agencies (a "Failure");
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the Province determines appropriate.

A27.0 SURVIVAL

A27.1 Survival. The following Articles and sections, and all applicable cross-referenced Articles, sections and schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0, Article 2.0, Article A1.0 and any other applicable definitions, section A2.1(a), sections A4.4, A4.5, A4.6, section A5.2, section A7.1, A7.2 (to the extent that the Recipient has not provided the Reports or other reports as the Province may have requested and to the satisfaction of the Province), sections A7.3, A7.4, A7.5, A7.6, A7.7, A7.8, Article A8.0, Article A9.0, section A11.2, sections A12.1, sections A12.2(d), (e), (f), (g), (h), (i), and (j), Article A13.0, Article A14.0, Article A15.0, Article A16.0, Article A18.0, , section A21.2, Article A22.0, Article A24.0, Article A25.0 and Article A27.0.

- END OF GENERAL TERMS AND CONDITIONS -

SCHEDULE "B"
PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS

Maximum Funds	Up to \$90,429
Expiry Date	March 31, 2024
Amount for the purposes of section A5.2 (Disposal) of Schedule "A"	\$5000.00
Insurance	\$ 2,000,000
Contact information for the purposes of Notice to the Province	<p>Position: Brenda Vloet</p> <p>Address: Manager, Municipal Programs and Outreach Unit</p> <p>Fax: 777 Bay Street, Toronto, Ontario M7A 2J3, 16th Floor</p> <p>Email: Brenda.Vloet@ontario.ca</p>
Contact information for the purposes of Notice to the Recipient	<p>Position:</p> <p>Address:</p> <p>Fax:</p> <p>Email:</p>
Contact information for the senior financial person in the Recipient organization (e.g., CFO, CAO) – to respond as required to requests from the Province related to the Agreement	<p>Position:</p> <p>Address:</p> <p>Fax:</p> <p>Email:</p>

Additional Provisions:

- B1 Section 4.2 of Schedule "A" is amended by adding the following subsection:**
- (e) The Province is not obligated to provide any Funds to the Recipient that exceed 75% of the incurred project costs.

B2 Section 4.3 of schedule "A" is amended by adding the following subsection:

- (e) not use the Funds for the purpose of paying the Recipient's regular salary costs.
- (f) not use Funds for the purpose of purchasing land, buildings or vehicles

**SCHEDULE "C"
PROJECT**

Project Title
Municipality of Powassan Technology and Software Modernization
Objectives
The Objective of the Recipient's Project is to implement Information Technology (IT) hardware and software with the goals of modernizing service delivery and realizing cost savings and efficiencies.
Description
The Recipient will purchase and implement IT hardware, software and services that include the following: <ul style="list-style-type: none">• Cloud-based/technology platforms;• IT hardware devices;• Permitting and compliance software;• Online and mobile transaction/payment software;• Website design;• Digitization of records; and• Agenda building software.

SCHEDULE "D"
BUDGET

Item	Amount
Reimbursement of up to 75% of Project costs incurred between August 16, 2021 to the earlier of February 28, 2023 or the submission of the Final Report Back.	Up to \$90,429

**SCHEDULE "E"
PAYMENT PLAN**

Milestone	Scheduled Payment
<ul style="list-style-type: none"> • Execution of Agreement 	Initial payment of \$63,300 made to Recipient no more than thirty (30) days after the execution of the Agreement.
<ul style="list-style-type: none"> • Submission of one (1) Interim Report Back 	Interim payment made to the Recipient no more than thirty (30) days after the Province's approval of the Interim Report Back for costs incurred and submitted as part of the First Interim Report Back that exceed the initial payment.
<ul style="list-style-type: none"> • Submission of Final Report Back to the Province 	Final payment of up to \$27,129 less any amount paid as part of the interim payment made to the Recipient no more than thirty (30) days after the Province's approval of the Final Report Back.

SCHEDULE "F" REPORTS

Name of Report	Reporting Due Date
1. Interim Report Back	May 30, 2022
2. Final Report Back	February 28, 2023
3. Annual Report Back	February 28, 2024

Report Details

1. Interim Report Back

The Recipient will submit one (1) Interim Report Back to the Province by May 30, 2022, using the reporting template provided by the Province. The Interim Report Backs will include:

- A written description of what the Recipient has completed for the Project to date and what will be completed by the Final Report Back,
- A list of actual costs to carry out the Project paid by the Recipient, with supporting documentation, such as invoices or receipts, showing actual costs incurred.

2. Final Report Back

The Recipient will submit a Final Report Back to the Province once the Project is completed and by February 28, 2023 using the reporting template provided by the Province. The Final Report Back will include:

- A 250-word abstract of the Project and its findings
- A written description of the Project and the forecasted annual savings and other efficiency outcomes for the Recipient,
- The actual costs to carry out the Project that have not been included as part of the Interim Report Back paid by the Recipient with supporting documentation, such as invoices or receipts, showing actual costs incurred.
- A statement indicating an updated estimate of annual cost savings realized through the Project, which will be the performance measure.

3. Annual Report Back

The Recipient will submit an Annual Report Back to the Province using the reporting template provided by the Province. The Annual Report Back will include:

- A statement indicating the actual cost savings and efficiency outcomes from the Project over the course of the year.



Resolution no. 2022 - _____

Date: February 15, 2022

Moved by: _____

Seconded by: _____

That the following resolution that was passed at the Regular Council Meeting of January 16, 2018 be rescinded:

2018-41 Moved by: R. Glabb Seconded by: T. Weiler
 That the salary grid be increased annually by the published Statistics Canada Consumer Price Index, retroactively to January 1st each year. **Carried**

Carried _____ Defeated _____ Deferred _____ Lost _____

 Mayor

Recorded Vote: Requested by _____

Name	Yeas	Nays	Name	Yeas	Nays
Councillor Randy Hall			Mayor Peter McIsaac		
Councillor Markus Wand					
Councillor Dave Britton					
Councillor Debbie Piekarski					

DATE OF COUNCIL MTG.	Feb 15 / 22
AGENDA ITEM #	11.1



Resolution no. 2022 - _____

Date: February 15, 2022

Moved by: _____

Seconded by: _____

That Council approves a 2% increase to the 2022 Pay Grid retroactive to January 1, 2022.

Carried _____ Defeated _____ Deferred _____ Lost _____

Mayor _____

Recorded Vote: Requested by _____

Name	Yeas	Nays	Name	Yeas	Nays
Councillor Randy Hall			Mayor Peter McIsaac		
Councillor Markus Wand					
Councillor Dave Britton					
Councillor Debbie Piekarski					

DATE OF COUNCIL MTG.	Feb. 15/22
AGENDA ITEM #	11-2

7. DONATION / CONTRIBUTION APPLICATION

Name of Organization Powassan Agricultural Soc		Registered Charity # if applicable 896102886RR0001
Address: Mailing address if different: Box 147 Powassan 55 FairView Lane		
Contact Name Isabel Topps		Position within Organization Director
Contact No. (705) 493 3373	Email: cozinitpowassan@gmail.com	
List of Current Executive (name/position)		Contact No.
1. President Jim Hilton		492-2811
2. Sec/Treasurer WANDA AULTMAN		724-3741
3. 1st Vice Monika Gubbings		724-3190
4. 2nd Vice Wyatt Prentice		498-5356
Statement of Goals and Objectives of your Organization: promote awareness of agriculture enrich rural lifestyle.		
Benefit of Donation or Contribution Requested: Youth attractions at the fall fair / prize money for exhibits		
Donation or Contribution Request: <i>If Municipal Resource must include date/time/hours</i>		
Monetary (Cash) Request Maximum of \$500.00		
Has your Organization requested assistance in the past? <input checked="" type="radio"/> (Y/N)		
If yes amount requested: \$500 Amount received: \$500		
Is your Organization requesting assistance from others (local groups/provincially): (Y/N)		
If yes whom: None have been approached for 2022 yet.		
amount requested: Amount received:		
Signature Isabel Topps		Date JAN 27/22

Passed: Council meeting of2011 Resolution no. 2011-

DATE OF COUNCIL MTG.	Feb 15/22
AGENDA ITEM #	12-1

Maureen Lang

From: Josh Gravelle <JGravelle@ocwa.com>
Sent: January 31, 2022 12:36 PM
To: Maureen Lang
Cc: Paul Dyrda; Yvan Rondeau; Alimpic, Vesna (MOECC); Eric Nielson
Subject: Powassan DWS - 2021 Annual Water Report
Attachments: Powassan- 2021 Annual Water Report.pdf

Good afternoon Maureen,

Please find attached the 2021 Annual/Summary Report for the Powassan Drinking Water System. The Annual Report is prepared in accordance with Section 11 of Ontario Regulation 170/03 under the Safe Drinking Water Act. This report is to be submitted to the facility owner by February 28th of each year for the preceding calendar year. The Summary Report is prepared in accordance with Schedule 22 of O. Reg. 170/03 and is to be completed no later than March 31st of each year. These reports were prepared by the Ontario Clean Water Agency (OCWA) on behalf of the Municipality of Powassan and are based on information kept on record by OCWA.

Please note that any Provincial Officers Orders or Non-Compliance issues that you have received directly from the MECP should be reviewed. Where non-compliance with the Order or Issue is evident and it is not included in the report, then we recommend that this information be added to the report.

After your review and inclusion of any additional information, this report is to be provided to the Council members representing the Municipality of Powassan before March 31, 2022. Please ensure this distribution. OCWA requests a copy of council's resolution for auditing and inspection purposes. Please fax to (705) 567-7974 or scan to jgravelle@ocwa.com.

Section 12 of O. Reg. 170/03 requires that both the Annual Report and Municipal Summary Report be made available for inspection by any member of the public during normal business hours, without charge. The reports should be made available for inspection at the Municipal office and the public should be notified that the reports are available for their inspection at this location.

A hardcopy of this report can be made available upon request.

If you have any questions or concerns, please do not hesitate to contact me at (705) 568-7000.

Kind regards,
Ontario Clean Water Agency

Joshua Gravelle
Process and Compliance Technician
North Eastern Ontario Hub
Ontario Clean Water Agency
Fax: 705-567-7974
Cell: 705-568-7000
Email: jgravelle@ocwa.com

DATE OF COUNCIL MTG.	Feb 15/22
AGENDA ITEM #	12-2

January 31, 2022

Clerk-Treasurer Maureen Lang and Council
The Corporation of the Municipality of Powassan
250 Clark St.
Powassan, ON P0H 1Z0

Re: 2021 Annual/Summary Report for the Powassan Drinking Water System

Dear Maureen Lang and Council:

Ontario's Drinking-Water Systems Regulation (O. Reg. 170/03), made under the *Safe Drinking Water Act in 2002*, requires that the owner of a drinking water system prepare an Annual Report and an Annual Summary Report of the operation of the system and the quality of its water.

Annual Report

The annual report must cover the period of January 1st to December 31st in a year and must be prepared not later than February 28th of the following year. Pursuant to the legislative requirements, enclosed for your records is the 2021 Annual Report for the Powassan Drinking Water System.

In accordance with Section 11 (6), the annual report must:

- (a) contain a brief description of the drinking-water system, including a list of water treatment chemicals used by the system during the period covered by the report;
- (b) summarize any reports made to the Ministry under subsection 18 (1) of the Act or section 16-4 of Schedule 16 during the period covered by the report;
- (c) summarize the results of tests required under the Regulation, or an approval or order, including an OWRA order, during the period covered by the report and, if tests required under this Regulation in respect of a parameter were not required during that period, summarize the most recent results of tests of that parameter;
- (d) describe any corrective actions taken under Schedule 17 or 18 during the period covered by the report;
- (e) describe any major expenses incurred during the period covered by the report to install, repair or replace required equipment; and
- (f) if the case of a large municipal residential system or a small municipal residential system, include a statement of where a report prepared under Schedule 22 will be available for inspection under subsection 12 (4) O. Reg. 170/03, s. 11 (6).

In addition, Section 11 (7) gives the direction that a copy of an annual report for the system is given, without charge, to every person who requests a copy and be made available for inspection by any member of the public during normal business hours. The reports should be made available at the office of the municipality, or at a location that is accessible to the users of the water system.

Summary Report

The annual summary report must cover the period of January 1st to December 31st in a year and must be prepared not later than March 31st of the following year. Pursuant to the legislative requirements, enclosed for your records is the 2021 Annual Summary for the Powassan Drinking Water System.

As required in *Schedule 22, Summary Reports for Municipalities*, the annual summary must:

- (2) (a) list the requirements of the Act, the regulations, the system's approval, drinking water works permit, municipal drinking water licence, and any orders applicable to the system that were not met at any time during the period covered by the report; and
 - (b) for each requirement referred to in clause (a) that was not met, specify the duration of the failure and the measures that were taken to correct the failure.
- (3) The report must also include the following information for the purpose of enabling the owner of the system to assess the capability of the system to meet existing and planned uses of the system:
 1. A summary of the quantities and flow rates of the water supplied during the period covered by the report, including monthly average and maximum daily flows.
 2. A comparison of the summary referred to in paragraph 1 to the rated capacity and flow rates approved in the system's approval, drinking water works permit or municipal drinking water licence, or if the system is receiving all of its water from another system under an agreement pursuant to subsection 5 (4), to the flow rates specified in the written agreement.

In addition, Section 12 (1) – 4 – gives the direction that a copy of the annual summary for the system is given, without charge, to every person who requests a copy and be made available for inspection by any member of the public during normal business hours. The reports should be made available at the office of the municipality, or at a location that is accessible to the users of the water system.

These reports were prepared by the Ontario Clean Water Agency on behalf of the Municipality of Powassan and are based on information kept on record by OCWA at the Powassan WTP. The reports cover the period January 1st to December 31st 2021.

Please note that any Provincial Officers Orders or non-compliance issues that you have received directly from the MOE should be reviewed. Where non-compliance with the Order or Issue is evident and it is not included in the attached 2021 Annual/Summary Report, then we recommend that this information be added to the report.

After your review and inclusion of any additional information, this report is to be provided to the Council members representing the Municipality of Powassan before March 31, 2022. Please ensure this distribution.

Yours truly,
Ontario Clean Water Agency

Joshua Gravelle
Process and Compliance Technician

Copy to: Vesna Alimpic, Drinking Water Inspector, Ministry of the Environment, Conservation and Parks



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

Powassan Drinking Water System

2021 ANNUAL/SUMMARY REPORT

Prepared by the Ontario Clean Water Agency
on behalf of the Municipality of Powassan



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INTRODUCTION

Municipalities throughout Ontario have been required to comply with Ontario Regulation 170/03 made under the Safe Drinking Water Act (SDWA) since June 2003. The Act was enacted following recommendations made by Commissioner O'Conner after the Walkerton Inquiry. The Act's purpose is to protect human health through the control and regulation of drinking water systems. O. Reg. 170/03 regulates drinking water testing, use of licensed laboratories, treatment requirements and reporting requirements.

Section 11 of Regulation 170/03 requires the owner to produce an Annual Report. This report must include the following:

1. Description of system & chemical(s) used
2. Summary of any adverse water quality reports and corrective actions
3. Summary of all required testing
4. Description of any major expenses incurred to install, repair or replace equipment

This annual report must be completed by February 28th of each year.

Section 22 of the regulation also requires a Summary Report which must be presented & accepted by Council by March 31st of each year for the preceding calendar year.

The report must list the requirements of the Act, its regulations, the system's Drinking Water Works Permit (DWWP), Municipal Drinking Water Licence (MDWL), Certificate of Approval (if applicable), and any Provincial Officer Order the system failed to meet during the reporting period. The report must also specify the duration of the failure, and for each failure referred to, describe the measures that were taken to correct the failure.

The Safe Drinking Water Act (2002) and the drinking water regulations can be viewed at the following website: <http://www.e-laws.gov.on.ca>.

To enable the Owner to assess the rated capacity of their system to meet existing and future planned water uses, the following information is also required in the report.

1. A summary of the quantities and flow rates of water supplied during the reporting period, including the monthly average and the maximum daily flows,
2. A comparison of the summary to the rated capacity and flow rates approved in the systems approval, drinking water works permit or municipal drinking water licence or a written agreement if the system is receiving all its water from another system under an agreement.

The reports have been prepared by the Ontario Clean Water Agency (OCWA) on behalf of the Owner and presented to council as the 2021 Annual/Summary Report.



Powassan Drinking Water System

Section 11

2021 ANNUAL REPORT



Section 11 - ANNUAL REPORT

1.0 Introduction

Drinking-Water System Name: POWASSAN DRINKING WATER SYSTEM
Drinking-Water System No.: 220000576
Drinking-Water System Owner: The Corporation of the Municipality of Powassan
Drinking-Water System Category: Large Municipal, Residential System
Period being reported: January 1, 2021 to December 31, 2021

Does your Drinking Water System serve more than 10,000 people? No

Is your annual report available to the public at no charge on a web site on the Internet? No

Location where Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.

Powassan Municipal Office
250 Clark St.
Powassan Ontario

Drinking Water Systems that receive drinking water from the Powassan Drinking Water System

The Powassan Drinking Water System (DWS) provides all drinking water to the community of Powassan.

The Annual Report was not provided to any other Drinking Water System Owners.

The Ontario Clean Water Agency prepared the 2021 Annual/Summary Report for the Powassan DWS and provided a copy to the system owner; the Municipality of Powassan. The Powassan DWS is a stand-alone system that does not receive water from or send water to another system.

Notification to system users that the Annual Report is available for viewing is accomplished through:

- A notice via an annual community newsletter that is sent to every resident and via a notification included on the municipal utility billing.
- System analysis and reports available in the water System Information Binder available for the public to review at the municipal office.



2.0 Powassan Drinking Water System (DWS No. 220000576)

The Powassan DWS is owned by the Corporation of the Municipality of Powassan and consists of a Class 1 water treatment subsystem and a Class 1 water distribution subsystem. The Ontario Clean Water Agency (OCWA) is designated the Overall Responsible Operator for both the water supply and water distribution facilities.

Raw Water Supply

The Municipality of Powassan municipal water system is a ground water system supplied by two (2) municipal drilled wells. The well operating pressures are controlled by pressure reducing valves in the adjacent pump house and are compatible with the top water level (TWL) of the in-ground reservoir of 310 meters (m) above sea level (A.S.L.) (elevation 1017 feet A.S.L.)

Well #1, constructed in 1981 and upgraded in 2003, consists of a 150 millimeter (mm) diameter steel casing, 23.1 m deep drilled production well including 3.8 m of screen across a coarse sand and gravel from approximately 23.1 m to 19.2 m, Well Pump No.1 is a 19 kilowatt (kW), 3 phase, 60 Hertz (Hz), 575 Volt, 25 horsepower (HP) Grundfos Submersible Pump Model 230s250-8B with the capacity of 15.2 litres per second (L/s) or 1,313 cubic meters per day (m³/d) at a total dynamic head (TDH) of 92.2 m. The well is capped, and a monitoring well is located 5 m south of well #1, which is protected by a vertical 0.45 m diameter corrugated steel pipe around the well casing and standing 1.2 m above the ground. Well No. 1 is operated at 15.2 L/s at an operating pressure of 650 kilopascals (kPa). Well #1 is located about 75 m South of Well #2.

Well #2, constructed in 1983, consists of a 300 mm diameter screened well, screened across a sand and gravel interval from approximately 11.0 to 18.5 m, pump is 22.4 kW, 3 phase, 60 Hertz, 575 Volt, Well Pump no. 2 is a 22.4 kW, 3 phase, 60 Hertz, 575 Volt, 30 HP Grundfos Submersible Pump (installed new in 2002), Model 230s300-9 with the capacity of 15.2 L/s or 1,313 m³/d at a TDH of 92.2 m. The well casing was raised 2 m in 2003 and furnished with a pit less adapter and locked down insect proof vented cap. A 0.15 m diameter test well is located approximately 3 m east of well #2. Well No. 2 is operated at 15.2 L/s at an operating pressure of 650 kPa. Well #2 is situated about 30 metres from Genesee Creek within the Genesee Creek floodplain.

Water Treatment

The water treatment facility was originally constructed in 1981 and upgraded in 2003 to meet new regulatory requirements. In April 2009 a newly constructed 1278 m³ in ground water storage reservoir was put into service to replace the aged 900 m³ (1955) steel standpipe. The treatment process at the Powassan Well Supply is comprised of primary and secondary disinfection by dosing with sodium hypochlorite. The pump house building contains the process piping, flow meters and treated water sample points, the sodium hypochlorite disinfection feed system, process monitoring instrumentation, standby pumping system controls, electrical system and all associated appurtenances. A 49 m length of 600 mm serpentine pipe is installed below grade at the well/pump house to provide a minimum 15 minutes of disinfection contact time determined at maximum design flow and before the first consumer. The disinfection system is comprised of two sodium hypochlorite metering pumps, with a maximum capacity of 3.13 litres per hour (L/hr) at 690 kPa, with manual switchover controls, and two 160 litre (L) storage tanks (one duty & one standby) with secondary spill containment.



Water Storage and Pumping Capabilities

An in-ground reservoir constructed in 2008-09 is located approximately 60 m east from Big Bend Avenue at the end of McRae Drive was brought on-line in April 2009. The reservoir is an interconnected dual cell reservoir; each sized approximately 9.3 m x 13 m x 5.5 m water depth with a total capacity of 1,278 m³. Each cell is equipped with an inlet/outlet level sensor and a 300 mm diameter emergency overflow pipe; a 3.8 m x 4 m in-ground valve chamber. A prefabricated rechlorination building is located on top of the valve chamber and houses one (1) 100 L sodium hypochlorite storage tank with secondary containment and two (2) chemical metering pumps (duty and standby) each rated at 1.4 L/hr available to inject sodium hypochlorite into the reservoir outlet line (on demand) when required. An on-line chlorine residual analyzer is provided to sample water from the reservoir outlet line. The reservoir is operated and controlled based on water demand/pressure in the distribution system.

Emergency Power

Standby power in the event of a power interruption is supplied by a 65 kW/81 thousand volt amps (KVA), 347/600/3PH/60 Hz, diesel generator set with an automatic transfer switch in an external pad mounted weatherproof acoustical enclosure equipped with a double walled fuel tank in the sub base.

Distribution System

The Powassan DWS is categorized as a Large Municipal Residential Drinking Water System and serves an estimated population of 1000 residents. The distribution system consists of approximately 10.8 kilometers (km) of water mains made up of cast iron and polyvinyl chloride (PVC) piping ranging in size from 100 mm to 200 mm in diameter. Approximately 2.1 km of 250 mm diameter water main is installed in conjunction with the in-ground storage reservoir. The distribution system undergoes routine flushing twice a year, in the spring and in the fall.

3.0 List of Water Treatment Chemicals Used Over the Reporting Period

The following chemicals were used in the treatment process at the Powassan Water Treatment Plant.

- Sodium hypochlorite – Disinfection

4.0 Significant Expenses Incurred in the Drinking Water System

OCWA is committed to maintaining the assets of the drinking water system and maintains a program of scheduled inspection and maintenance activities using a computerized Work Management System (WMS). OCWA implemented a new Workplace Management System (Maximo) in 2015, which better maintains and optimizes facility assets. All routine maintenance activities conducted at the water treatment plant were accomplished in 2021.

Significant expenses incurred in the drinking water system include:

- Hydrant repair at arena completed and returned to service.
- Replacement sodium hypochlorite pump installed.
- Rebuild kit installed in Cla-Val valve at well house.
- Purchased two hydrant relief valves with fittings for use in the distribution when the reservoir is isolated and the system is operated as a pressurized grid.



- Hydrant #15 was replaced on Memorial St.
- Severe electrical storm damaged the reservoir communications network, which caused operational difficulties and extensive troubleshooting. Radios replaced with spares and damaged radios sent off for assessment for repair/replace.
- Issues with communications were due to generator malfunction at Reservoir causing loss of power to radio. Val's Equipment contacted for generator service. Reservoir generator offline while the gas company checks pressure and troubleshoots issues with gas line. Gas regulator was changed. Locates. Dig for repair to be scheduled.
- OCWA Engineering completed Capacity Assessment and submitted to Municipality.

5.0 Drinking Water System Highlights

- The Ministry of the Environment, Conservation and Parks (MECP) performed an annual inspection on November 26, 2020. The inspection included a physical assessment of the Powassan Water Treatment Plant and a document review. The system received a risk rating of 0.00%, with a final inspection rating of 100%. Another MECP inspection took place December 21, 2021. The inspection included a physical assessment of the Powassan Water Treatment Plant and a document review. The system received a risk rating of 0.00%, with a final inspection rating of 100%.
- SAI Global conducted an off-site external 12-month surveillance audit of the Powassan Drinking Water System's Quality and Environmental Management System (QEMS). The system and processes associated with the QEMS were evaluated on May 11, 2021 to ensure implementation of the Operational Plan and procedures and conformance to the Drinking Water Quality Management Standard version 2.0. There were no findings. Re-accreditation achieved on May 21, 2019.

6.0 Details on Notices of Adverse Test Results and Other Problems Reported to & Submitted to the Spills Action Center

Based on information kept on record by OCWA, zero (0) adverse water quality incidents (AWQI) were reported to the MOE's Spills Action Centre (MOE SAC) in 2021.

7.0 Microbiological Testing Performed During the Reporting Period

Summary of Microbiological Data

Sample Type	# of Samples	Range of <i>E. coli</i> Results (min to max)	Range of Total Coliform Results (min to max)	# of HPC Samples	Range of HPC Results (min to max)
Raw (Well No. 1)	52	0 to 0	0 to 0	0	N/A
Raw (Well No. 2)	52	0 to 0	0 to 0	0	N/A
Treated	52	0 to 0	0 to 0	52	0 to 2
Distribution	162	0 to 0	0 to 0	52	0 to 3

Maximum Allowable Concentration (MAC) for *E. coli* = 0 Counts/100 mL

MAC for Total Coliforms = 0 Counts/100 mL

"<" denotes less than the laboratory's method detection limit.



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Notes: One microbiological sample is collected and tested each week from the raw (each well) and treated water supply. A total of three microbiological samples are collected and tested each week from the Powassan distribution system.

Refer to *Appendix A* for a monthly summary of microbiological test results.

8.0 Operational Testing Performed During the Reporting Period

Summary of Raw Water Turbidity Data

Parameter	# of Samples	Range of Results (min to max)	Unit of Measure
Turbidity (Well No. 1)	52	0.05 to 0.12	NTU
Turbidity (Well No. 2)	52	0.06 to 0.15	

Continuous Monitoring in the Treatment Process

Parameter	# of Samples	Range of Results (min to max)	Unit of Measure	Standard
Free Chlorine	8760	0.82 to 4.999	mg/L	CT*

Notes: For continuous monitors 8760 is used as the number of samples.

CT is the concentration of chlorine in the water times the time of contact that the chlorine has with the water. It is used to demonstrate the level of disinfection treatment in the water. CT calculations are performed for the Powassan water plant if the free chlorine residual level drops below 0.45 mg/L to ensure primary disinfection is achieved. The Water Treatment Plant is equipped with an automatic plant shutdown at 0.80 mg/L, with no delay.

Summary of Chlorine Residual Data in the Distribution System

Parameter	No. of Samples	Range of Results (min to max)	Unit of Measure	Standard
Free Chlorine	364	0.84 to 2.30	mg/L	0.05

Note: A total of seven operational checks for chlorine residual in the distribution system are collected each week. Four (4) samples are tested one day and three (3) on a second day. The sample sets are collected at least 48-hours apart and samples collected on the same day are from different locations.

Refer to *Appendix B* for a monthly summary of the above operational data.

Summary of Nitrate & Nitrite Data (sampled at the water treatment plant)

Date of Sample	Nitrate Result Value	Nitrite Result Value	Unit of Measure	Exceedance
January 19	0.827	< 0.003	mg/L	No
April 13	0.825	< 0.003	mg/L	No
July 12	0.870	< 0.003	mg/L	No
October 12	0.861	< 0.003	mg/L	No

Maximum Allowable Concentration (MAC) for Nitrate = 10 mg/L
MAC for Nitrite = 1 mg/L



Summary of Total Trihalomethane Data (sampled in the distribution system)

Date of Sample	Result Value	Unit of Measure	Running Average	Exceedance
January 19	3.9	ug/L	3.33	No
April 13	1.6			
July 12	1.4			
October 12	6.4			

Maximum Allowable Concentration (MAC) for Total Trihalomethanes = 100 ug/L (Four Quarter Running Average)

Summary of Total Haloacetic Acids Data (sampled in the distribution system)

Date of Sample	Result Value	Unit of Measure	Running Average	Exceedance
January 19	<5.3	ug/L	<5.3	No
April 13	<5.3			
July 12	<5.3			
October 12	<5.3			

Maximum Allowable Concentration (MAC) for Total Haloacetic Acids = 80 ug/L (Four Quarter Running Average)

Summary of Most Recent Lead Data under Schedule 15.1

(applicable to the following drinking water systems; large municipal residential systems, small, municipal residential systems, and non-municipal year-round residential systems)

The Powassan DWS was eligible to follow the “Exemption from Plumbing Sampling” as described in section 15.1-5(9) and 15.1-5(10) of Schedule 15.1 of Ontario Regulation 170/03. The exemption applies to a drinking water system if, in two consecutive periods at reduced sampling, not more than 10% of all samples from plumbing exceed the maximum allowable concentration (MAC) of 10 ug/L for lead. As such, the system was required to test for total alkalinity and pH in one distribution sample collected during the periods of December 15 to April 15 (winter period) and June 15 to October 15 (summer period). This testing is required in every 12-month period with lead testing in every third 12-month period.

Two rounds of alkalinity and pH testing were carried out on April 13th and September 14th of 2021. Results are summarized in the table below.

Summary of Lead, pH & Alkalinity Data (sampled in the distribution system)

Date of Sample	# of Samples	Sample Location	Lead (ug/L)	Field pH	Alkalinity (mg/L)
April 13	1	Hydrant at 30 Valleyview	N/A	7.17	111
April 13	1	Hydrant at 290 Edward Street	N/A	7.15	95
Sept. 14	1	Hydrant #7	N/A	7.40	92
Sept. 14	1	Hydrant #51	N/A	7.14	96



Most Recent Schedule 23 Inorganic Data Tested at the Water Treatment Plant

Parameter	Result Value	Unit of Measure	Standard	Exceedance
Antimony	<MDL 0.9	ug/L	6	No
Arsenic	<MDL 0.2	ug/L	10	No
Barium	97.9	ug/L	1000	No
Boron	9.0	ug/L	5000	No
Cadmium	0.006	ug/L	5	No
Chromium	1.14	ug/L	50	No
Mercury	<MDL 0.01	ug/L	1	No
Selenium	0.13	ug/L	50	No
Uranium	0.565	ug/L	20	No

Note: Sample required every 36 months (sample date = Jan. 18, 2021). Next sampling scheduled for January 2024.



Most Recent Schedule 24 Organic Data Tested at the Water Treatment Plant

TREATED WATER	Sample Date (yyyy/mm/dd)	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
Alachlor (ug/L) - TW1	2021/01/18	<MDL 0.02	5.0	No	No
Atrazine + N-dealkylated metabolites (ug/L) - TW1	2021/01/18	<MDL 0.01	5.0	No	No
Azinphos-methyl (ug/L) - TW1	2021/01/18	<MDL 0.05	20.0	No	No
Benzene (ug/L) - TW1	2021/01/18	<MDL 0.32	1.0	No	No
Benzo(a)pyrene (ug/L) - TW1	2021/01/18	<MDL 0.004	0.01	No	No
Bromoxynil (ug/L) - TW1	2021/01/18	<MDL 0.33	5.0	No	No
Carbaryl (ug/L) - TW1	2021/01/18	<MDL 0.05	90.0	No	No
Carbofuran (ug/L) - TW1	2021/01/18	<MDL 0.01	90.0	No	No
Carbon Tetrachloride (ug/L) - TW1	2021/01/18	<MDL 0.17	2.0	No	No
Chlorpyrifos (ug/L) - TW1	2021/01/18	<MDL 0.02	90.0	No	No
Diazinon (ug/L) - TW1	2021/01/18	<MDL 0.02	20.0	No	No
Dicamba (ug/L) - TW1	2021/01/18	<MDL 0.2	120.0	No	No
1,2-Dichlorobenzene (ug/L) - TW1	2021/01/18	<MDL 0.41	200.0	No	No
1,4-Dichlorobenzene (ug/L) - TW1	2021/01/18	<MDL 0.36	5.0	No	No
1,2-Dichloroethane (ug/L) - TW1	2021/01/18	<MDL 0.35	5.0	No	No
1,1-Dichloroethylene (ug/L) - TW1	2021/01/18	<MDL 0.33	14.0	No	No
Dichloromethane (Methylene Chloride) (ug/L)	2021/01/18	<MDL 0.35	50.0	No	No
2,4-Dichlorophenol (ug/L) - TW1	2021/01/18	<MDL 0.15	900.0	No	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (ug/L)	2021/01/18	<MDL 0.19	100.0	No	No
Diclofop-methyl (ug/L) - TW1	2021/01/18	<MDL 0.4	9.0	No	No
Dimethoate (ug/L) - TW1	2021/01/18	<MDL 0.06	20.0	No	No
Diquat (ug/L) - TW1	2021/01/18	<MDL 1.0	70.0	No	No
Diuron (ug/L) - TW1	2021/01/18	<MDL 0.03	150.0	No	No
Glyphosate (ug/L) - TW1	2021/01/18	<MDL 1.0	280.0	No	No
Malathion (ug/L) - TW1	2021/01/18	<MDL 0.02	190.0	No	No
Metolachlor (ug/L) - TW1	2021/01/18	<MDL 0.01	50.0	No	No
Metribuzin (ug/L) - TW1	2021/01/18	<MDL 0.02	80.0	No	No
Monochlorobenzene (Chlorobenzene) (ug/L)	2021/01/18	<MDL 0.3	80.0	No	No
Paraquat (ug/L) - TW1	2021/01/18	<MDL 1.0	10.0	No	No
PCB (ug/L) - TW1	2021/01/18	<MDL 0.04	3.0	No	No
Pentachlorophenol (ug/L) - TW1	2021/01/18	<MDL 0.15	60.0	No	No
Phorate (ug/L) - TW1	2021/01/18	<MDL 0.01	2.0	No	No
Picloram (ug/L) - TW1	2021/01/18	<MDL 1.0	190.0	No	No
Prometryne (ug/L) - TW1	2021/01/18	<MDL 0.03	1.0	No	No
Simazine (ug/L) - TW1	2021/01/18	<MDL 0.01	10.0	No	No
Terbufos (ug/L) - TW1	2021/01/18	<MDL 0.01	1.0	No	No
Tetrachloroethylene (ug/L) - TW1	2021/01/18	<MDL 0.35	10.0	No	No
2,3,4,6-Tetrachlorophenol (ug/L) - TW1	2021/01/18	<MDL 0.2	100.0	No	No
Triallate (ug/L) - TW1	2021/01/18	<MDL 0.01	230.0	No	No
Trichloroethylene (ug/L) - TW1	2021/01/18	<MDL 0.44	5.0	No	No
2,4,6-Trichlorophenol (ug/L) - TW1	2021/01/18	<MDL 0.25	5.0	No	No
2-methyl-4-chlorophenoxyacetic acid (MCPA) (ug/L)	2021/01/18	<MDL 0.12	100.0	No	No
Trifluralin (ug/L) - TW1	2021/01/18	<MDL 0.02	45.0	No	No
Vinyl Chloride (ug/L) - TW1	2021/01/18	<MDL 0.17	1.0	No	No

Note: Sample required every 36 months (sample date = Jan. 18, 2021). Next sampling scheduled for January 2024.

Inorganic or Organic Test Results that Exceeded Half the Standard Prescribed in Schedule 2 of the Ontario Drinking Water Quality Standards.

No inorganic or organic parameter(s) listed in Schedule 23 and 24 of Ontario Regulation 170/03 exceeded half the standard found in Schedule 2 of the Ontario Drinking Water Standard (O. Reg. 169/03) during the reporting period.



Most Recent Sodium Data Sampled at the Water Treatment Plant

Date of Sample	# of Samples	Result Value	Unit of Measure	Standard	Exceedance
February 27, 2017	1	9.35	mg/L	20	No

Note: Sample required every 60 months. Next sampling scheduled for January 2022.

Most Recent Fluoride Data Sampled at the Water Treatment Plant

Date of Sample	# of Samples	Result Value	Unit of Measure	Standard	Exceedance
January 14, 2019	1	0.24	mg/L	1.5	No

Note: Sample required every 60 months. Next sampling scheduled for January 2024.

Summary of Additional Testing Performed in Accordance with a Legal Instrument.

No additional sampling and testing was required for the Powassan DWS during the 2021 reporting period.



Powassan Drinking Water System

Schedule 22

2021 SUMMARY REPORT

FOR MUNICIPALITIES



Schedule 22 - SUMMARY REPORTS FOR MUNICIPALITIES

1.0 Introduction

Drinking-Water System Name:	POWASSAN DRINKING WATER SYSTEM
Municipal Drinking Water Licence (MDWL) No.:	266-101-3 (issued April 9, 2021)
Drinking Water Work Permit (DWWP) No.:	266-201-3 (issued April 9, 2021)
Permit to Take Water (PTTW) No.:	7346-8VFJKR (issued June 21, 2012)
Period being reported:	January 1, 2021 to December 31, 2021

2.0 Requirements the System Failed to Meet

According to information kept on record by OCWA, the Powassan Drinking Water System has complied with all the requirements set out in the system's MDWL, its DWWP, the Act and its Regulations.

The last MECP inspection report dated November 26, 2020 and December 21, 2021 identified zero non-compliance/best practice items.

According to information kept on record by OCWA; there were zero non-compliance issues during 2021.

Issue Identified in Report/Order	Required Action or Recommendation Identified in Report/Order	Resp. for Action Item? <i>(Client, OCWA, Joint)</i>	Issue Analysis	Status <i>(Complete or In Progress)</i>
N/A				

3.0 Summary of Quantities and Flow Rates

Flow Monitoring

MDWL No. 266-101 requires the owner to install a sufficient number of flow measuring devices to permit the continuous measurement and recording of:

- the flow rate and daily volume of treated water that flows from the treatment subsystem the distribution system, and
- the flow rate and daily volume of water that flows into the treatment subsystem.

The flow monitoring equipment identified in the MDWL is present and operating as required. The flow meter is calibrated on an annual basis as specified in the manufacturers' instructions.



Water Usage

The following water usage tables summarize the quantities and flow rates of water taken and produced during the 2021 reporting period, including total monthly volumes, average monthly volumes, maximum monthly volumes, and maximum flow rates.

Raw Water

2021 - Monthly Summary of Water Takings from the Source (Well #1)

Regulated by Permit to Take Water (PTTW) #7346-8VFJKR, issued June 21, 2012

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year to Date
Total Volume (m ³)	6002	5481	5831	6040	6453	6163	5873	6177	4845	5863	5899	7088	71715
Average Volume (m ³ /d)	194	196	188	201	208	205	189	199	162	189	197	229	196
Maximum Volume (m ³ /d)	270	825	256	310	406	345	360	344	286	272	298	317	825
PTTW - Maximum Allowable Volume (m ³ /day)	1313	1313	1313	1313	1313	1313	1313	1313	1313	1313	1313	1313	1313
Maximum Flow Rate (L/min)	887	901	891	891	901	889	889	893	887	884	881	880	901
PTTW - Maximum Allowable Flow Rate (L/min)	912	912	912	912	912	912	912	912	912	912	912	912	912

2021 - Monthly Summary of Water Takings from the Source (Well #2)

Regulated by Permit to Take Water (PTTW) #7346-8VFJKR, issued June 21, 2012

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year to Date
Total Volume (m ³)	5862	5889	5982	5982	5793	5967	5746	5914	6164	5910	5624	6661	71495
Average Volume (m ³ /d)	189	210	193	199	187	199	185	191	205	191	187	215	196
Maximum Volume (m ³ /d)	286	417	263	350	451	273	254	286	631	414	258	286	631
PTTW - Maximum Allowable Volume (m ³ /day)	1313	1313	1313	1313	1313	1313	1313	1313	1313	1313	1313	1313	1313
Maximum Flow Rate (L/min)	866	906	886	905	902	902	879	877	877	876	875	877	906
PTTW - Maximum Allowable Flow Rate (L/min)	912	912	912	912	912	912	912	912	912	912	912	912	912

2021 - Monthly Summary of Combined Water Takings from the Source (Well #1 and Well #2)

Regulated by Permit to Take Water (PTTW) #7346-8VFJKR, issued June 21, 2012

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year to Date
Total Volume (m ³)	11864	11371	11813	12023	12246	12131	11619	12091	11009	11773	11523	13749	143209
Average Volume (m ³ /d)	383	406	381	401	395	404	375	390	367	380	384	444	392
Maximum Volume (m ³ /d)	452	1116	432	583	531	466	502	492	631	563	445	534	1116
PTTW - Maximum Allowable Volume (m ³ /day)	1313	1313	1313	1313	1313	1313	1313	1313	1313	1313	1313	1313	1313

The system's Permit to Take Water #7346-8VFJKR, allows the Municipality to withdraw water at the following rates:

Well No. 1: 1313.28 m³/day / 912 L/minute

Well No. 2: 1313.28 m³/day / 912 L/minute

Total Combined Daily Volume: 1313.28 m³/day



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The system's Permit to Take Water #7346-8VFJKR allows the municipality to withdraw a maximum volume of 1313.28 cubic meters from each well each day with a maximum of 1313.28 cubic meters per day combined. A review of the raw water flow data indicates that the system never exceeded this allowable limit having a maximum volume of 1116 m³ in February 2021. The Permit also allows a maximum flow rate of 912 L/minute. At no point during the reporting period did the system exceed this rate having a maximum recorded flow of 906 L/minute in February 2021.

Treated Water

2021 - Monthly Summary of Treated Water Supplied to the Distribution System

Regulated by Municipal Drinking Water Licence (MDWL) #266-101 - Issue 3, issued April 9, 2021

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year to Date
Total Volume (m ³)	11864	11371	11813	12023	12246	12131	11619	12091	11009	11773	11523	13749	143209
Average Volume (m ³ /d)	383	406	381	401	395	404	375	390	367	380	384	444	392
Maximum Volume (m ³ /d)	452	1116	432	583	531	466	502	492	631	563	445	534	1116
MDWL - Rated Capacity (m ³ /day)	1313	1313	1313	1313	1313	1313	1313	1313	1313	1313	1313	1313	1313

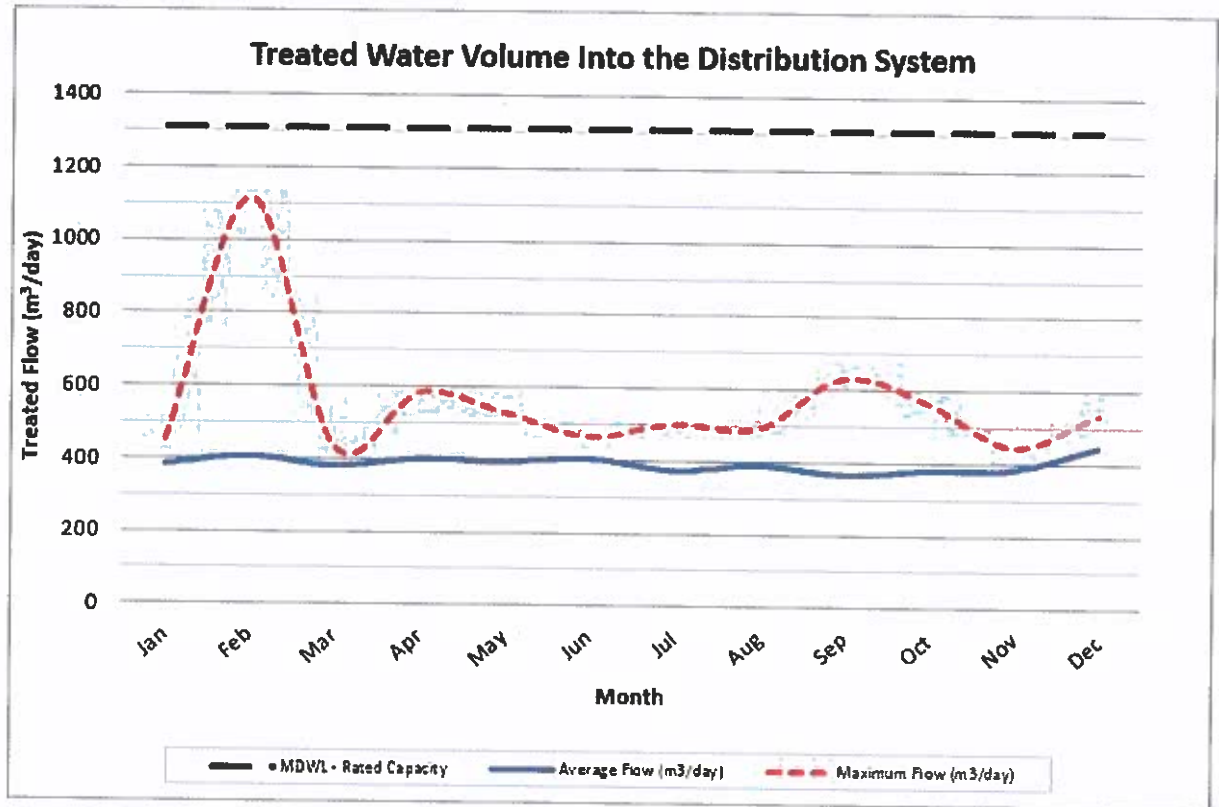
Schedule C, Section 1.1 of MDWL No. 266-101 states that the maximum daily volume of treated water that flows from the treatment subsystem to the distribution system shall not exceed a maximum flow rate of 1313 m³/day. The Powassan DWS complied with this limit having a recorded maximum volume of 1116 m³ in February 2021, which is 85.0% of the rated capacity.

Figure 1 compares the average and maximum flow rates into the distribution system to the rated capacity of the system identified in the MDWL. This information enables the Owner to assess the system's existing and future planned water usage needs.

Comparison of the Flow Summary to the Systems Licence & Permit

Rated Capacity of the Plant (MDWL)	1313 m ³ /day	
Average Daily Flow for 2021	392 m ³ /day	29.9% of the rated capacity
Maximum Daily Flow for 2021	1116 m ³ /day	85.0% of the rated capacity
Total Treated Water Produced in 2021	143,209 m ³	

The Powassan Water Treatment Plant is rated to produce 1313 cubic meters of water per day as specified in the system's Municipal Drinking Water Licence. The average daily flow was 392 m³ per day, which is 29.9% of the rated capacity. This information clearly shows that the plant is well within its rated capacity and is able to meet current demands of consumers.



CONCLUSION

In 2021, the Powassan DWS provided safe and reliable drinking water to the community of Powassan. The system complied with the regulatory requirements of the Safe Drinking Water Act and its Regulations and met the terms and conditions outlined in its site specific drinking water works permit and municipal drinking water licence.

Ministry of the Environment,
Conservation and Parks

Ministère de l'Environnement, de la Protection de
la nature et des Parcs

Drinking Water and Environmental
Compliance Division, Northern Region
Timmins District, North Bay Office
191 Booth Road, unit 16-17
North Bay ON P1A 4K3
Tel.: 705 497-6865
Fax: 705 497-6866

Division de la conformité en matière d'eau potable
et d'environnement, Direction régionale du Nord
District de Timmins, Bureau de North Bay
191, rue Booth, Unité 16-17
North Bay ON P1A 4K3
Tél. : 705 497-6865
Télec. : 705 497-6866

February 7, 2022

by email: mlang@powassan.net

Maureen Lang
CAO/Clerk-Treasurer
The Corporation of the Municipality of Powassan
250 Clark St
Powassan, ON, P0H 1Z0

**RE: 2021-2022 Inspection Report for the Powassan Drinking Water System
No. 1-64165342**

On December 21, 2021 I conducted the annual inspection of the Powassan Drinking Water System. The inspection included a physical inspection of the Powassan Water Treatment Plant, an interview with Mr. Dan Finnigan, Overall Responsible Operator, Ontario Clean Water Agency (OCWA), follow up virtual meeting with Mr. Finnigan and Joshua Gravelle, Process Compliance Technician, OCWA on January 6, 2022 and a document review for the period from November 26, 2020 to December 20, 2021. The resulting inspection report is attached.

Please note that section "Non-compliance/Non-conformance items" contains "Required Actions" that are linked to incidents of non-compliance with regulatory requirements contained within an Act, a Regulation or site-specific approvals, licenses, permits, orders, or instructions. Such violations could result in the issuance of mandatory abatement instruments including Orders, tickets, penalties, or referrals to the Ministry's Investigations and Enforcement Branch.

Section "Non-compliance/Non-conformance items" also suggests "Recommended Actions" the owner and the operating authority should consider implementing in order to advance efforts already in place to address issues of source protection and emergency preparedness. Items which appear as "recommended actions" do not, in themselves, constitute violations. Recommendations can also be found in the "Observation" fields of some of the questions of the inspection report with suggestions for better management practices.

Attached in Appendix A is a document entitled "DWS Components Information" and in Appendix B is a document titled "Key Reference and Guidance Material for Municipal Residential Drinking Water Systems".

Section 19 of the Safe Drinking Water Act, 2002 (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware that the Ministry has encouraged such individuals, particularly municipal councilors, to take steps to be better informed about the drinking water systems over

DATE OF COUNCIL MTG.	Feb 15/22
AGENDA ITEM #	12.3

which they have decision making authority. These steps could include asking for a copy of this inspection report and review of its findings. Further information about Section 19 can be found in "Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils" found at <https://www.ontario.ca/page/drinking-water>.

To measure the individual inspection results, the Ministry has established an inspection compliance risk framework based on the principles of the Inspection, Investigation and Enforcement Secretariat and the advice of internal and external risk experts.

Please note that due to a change in IT systems, the Inspection Rating Report (IRR) cannot be generated at the same time as the inspection report. The IRR will be sent separately and prior to any public release (typically within 1-2 month of the completion of the inspection)".

IRR ratings are published (for the previous inspection year) in the Ministry's Chief Drinking Water Inspector's Annual Report. If you have any questions or concerns regarding the rating, please contact Sherry Ilersich, Water Compliance Supervisor at (705) 845-1544.

Electronic copies of this inspection report have been sent to the North Bay Parry Sound Health Unit and the North Bay-Mattawa Conservation Authority in accordance with the Ministry's Municipal Drinking Water Inspection Protocol.

Thank you for your co-operation. If you have any questions about this inspection report, please contact me at (705) 491-2781 or by email at vesna.alimpic@ontario.ca.

Sincerely,



Vesna Alimpic
Water Inspector/Provincial Officer
Drinking Water and Environmental Compliance Division
Ministry of the Environment, Conservation and Parks
North Bay Office

c: Paul Dyrda, Senior Operations Manager, Near North Cluster, Ontario Clean Water Agency (OCWA)
Yvan Rondeau, Safety, Process and Compliance Manager, North Eastern Ontario Hub, OCWA
Joshua Gravelle, Process and Compliance Technician, North Eastern Ontario Hub, OCWA
Dan Finnigan, Operator in Charge, North Eastern Ontario Hub, OCWA
Robert A-Muhong, Manager, Environmental Health Programs, North Bay Parry Sound District Health Unit
David Ellingwood, Supervisor, Source Water Protection, North Bay-Mattawa Conservation Authority
Sherry Ilersich, Water Compliance Supervisor, Timmins/North Bay, Northern Region, Drinking Water and Environmental Compliance Division, Ministry of the Environment, Conservation and Parks



POWASSAN DRINKING WATER SYSTEM
LOT:17, CONCESSION:13, GEOTOWNSHIP:SOUTH HIMSWORTH,
POWASSAN, ON,

Inspection Report

System Number: 220000576
Inspection Start Date: 12/21/2021
Inspection End Date: 02/07/2022
Inspected By: Vesna Alimpic
Badge #: 1882

A handwritten signature in black ink that reads "VAlimpic".

(signature)

NON-COMPLIANCE/NON-CONFORMANCE ITEMS

This should not be construed as a confirmation of full compliance with all potential applicable legal requirement and BMPs. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

INSPECTION DETAILS

This section includes all questions that were assessed during the inspection.

Ministry Program: Regulated Activity: DRINKING WATER : DW Municipal Residential

Question ID	MRDW1001000		
Question	Question Type	Legislative Requirement	
What was the scope of this inspection?	Information	Not Applicable	
Observation			
<p>The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as management practices.</p> <p>This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O.Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.</p> <p>This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.</p> <p>On December 21, 2021 Ministry of the Environment, Conservation and Parks Water Inspector and Provincial Officer Vesna Alimpic conducted an unannounced focused inspection of the Powassan Drinking Water System (DWS) with assistance from Dan Finnigan, Overall Responsible Operator (ORO) with Ontario Clean Water Agency (OCWA). The data requested for the inspection were provided by Mr. Finnigan and Joshua Gravelle, Process Compliance Technician (PCT), OCWA in a follow up virtual meeting on January 6, 2022 and email correspondence.</p> <p>The Corporation of the Municipality of Powassan is the owner of the system. The accredited operating authority for the Powassan DWS is OCWA.</p> <p>The inspection included a tour and physical review of the components of the drinking water system and a review of the system documents for the period from the last inspection completed on November 26, 2020 to the date of the current inspection. This period is referred to as the "inspection period" in this report. Specifically, this included a review and assessment of operating practices in relation to the following documents:</p> <ul style="list-style-type: none"> - Drinking Water Systems Regulation O. Reg. 170/03 - Certification of Drinking Water Systems Operators Regulation O. Reg. 128/04 - Permit to Take Water (PTTW) No. 7346-8VFJKR issued on June 21, 2012 - Municipal Drinking Water Licence (MDWL) No. 266-101, Issue No. 3 dated April 9, 2021 - Drinking Water Works Permit (DWWP) No. 266-201, Issue No. 3 dated April 9, 2021 and 			

- Previous ministry inspection report dated November 26, 2020.

Question ID	MRDW1000000	
Question	Question Type	Legislative Requirement
Does this drinking water system provide primary disinfection?	Information	Not Applicable
Observation		
This Drinking Water System provides for both primary and secondary disinfection and distribution of water.		

Question ID	MRDW1007000	
Question	Question Type	Legislative Requirement
Is the owner maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials?	Legislative	SDWA O. Reg. 170/03 1-2 (1)
Observation		
The owner was maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials.		
A visual inspection of the above ground section of the production wells showed no evidence of entry of surface water and other foreign materials into the wells.		

Question ID	MRDW1009000	
Question	Question Type	Legislative Requirement
Are measures in place to protect the groundwater and/or GUDI source in accordance with any MDWL and DWWP issued under Part V of the SDWA?	Legislative	SDWA 31 (1)
Observation		
Measures were in place to protect the groundwater and/or GUDI source in accordance with any the Municipal Drinking Water Licence and Drinking Water Works Permit issued under Part V of the SDWA.		
Condition 16.2.8 of Schedule B of MDWL requires there to be an inspection schedule for all wells associated with the drinking water system, including all protection wells, standby wells, test wells and monitoring wells. Condition 16.2.9 of the MDWL requires that there are well inspection and maintenance procedures for the entire well structure of each well including all above and below grade well components. Condition 16.2.10 requires that remedial action plans are developed for situations where an inspection indicates non-compliance with respect to regulatory requirements and/or risk to raw well water quality.		
Visual inspections of the above ground sections of the production wells are done annually and		

findings are recorded in a report.

Question ID	MRDW1014000	
Question	Question Type	Legislative Requirement
Is there sufficient monitoring of flow as required by the MDWL or DWWP issued under Part V of the SDWA?	Legislative	SDWA 31 (1)
Observation		
<p>There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking Water Works Permit issued under Part V of the SDWA.</p> <p>Schedule A of DWWP lists two magnetic flowmeters, one on each of the raw water feed pipes. During the inspection it was observed that the flowmeters are installed and in operation as required by the DWWP.</p> <p>A review of flow records confirmed that the flow meters were in service at all times during the inspection period.</p>		

Question ID	MRDW1016000	
Question	Question Type	Legislative Requirement
Is the owner in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the MDWL issued under Part V of the SDWA?	Legislative	SDWA 31 (1)
Observation		
<p>The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the Municipal Drinking Water Licence issued under Part V of the SDWA.</p> <p>Based on the review of the provided flow records, the rated capacity of 1313 m³/day set by the MDWL was not exceeded in the inspection period. The maximum flow in the inspection period was reached during a watermain break on September 15, 2021 at 631.34 m³/day or 48% of the rated capacity.</p>		

Question ID	MRDW1030000	
Question	Question Type	Legislative Requirement
Is primary disinfection chlorine monitoring being conducted at a location approved by MDWL and/or DWWP issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved?	Legislative	SDWA O. Reg. 170/03 7-2 (1), SDWA O. Reg. 170/03 7-2 (2)
Observation		
<p>Primary disinfection chlorine monitoring was conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved.</p>		

Question ID MRDW1033000		
Question	Question Type	Legislative Requirement
Is the secondary disinfectant residual measured as required for the large municipal residential distribution system?	Legislative	SDWA O. Reg. 170/03 7-2 (3), SDWA O. Reg. 170/03 7-2 (4)
Observation		
<p>The secondary disinfectant residual was measured as required for the distribution system.</p> <p>Subsection 7-2(3) of Schedule 7 of O. Reg. 170/03 requires that the owner of a large municipal residential system that provides secondary disinfection and the operating authority for the system must ensure that at least seven distribution samples are taken each week and are tested immediately for free chlorine residual. Unless at least one sample is taken on each day of the week, at least four of the samples must be taken on one day of the week, at least 48 hours after the last sample was taken in the previous week. At least three of the samples must be taken on a second day of the week, at least 48 hours after the last sample was taken. When more than one sample is taken on the same day of the week under paragraph 1 or 2, each sample must be taken from a different location.</p> <p>A review of records of chlorine residual monitoring in the distribution system confirmed that seven samples were collected and tested for chlorine residual weekly during the inspection period. The samples were collected in two sets, four in the beginning of the week and three at the end of the week.</p>		

Question ID MRDW1037000		
Question	Question Type	Legislative Requirement
Are all continuous monitoring equipment utilized for sampling and testing required by O. Reg. 170/03, or MDWL or DWWP or order, equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6?	Legislative	SDWA O. Reg. 170/03 6-5 (1) 1-4, SDWA O. Reg. 170/03 6-5 (1) 5-10, SDWA O. Reg. 170/03 6-5 (1.1)
Observation		
<p>All continuous monitoring equipment utilized for sampling and testing required by O. Reg. 170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were equipped with alarms or shut-off mechanisms that satisfy the standards</p> <p>Section 6-5 of Schedule 6 of O. Reg. 170/03 requires that the continuous monitoring equipment causes an alarm to sound when a test result for a parameter is above the maximum alarm standard or below the minimum alarm standard specified in the regulation. The minimum alarm standard for free chlorine residual required to achieve primary disinfection is 0.1 mg/L less than the</p>		

concentration of free chlorine residual that is required to achieve primary disinfection.

Section 6-5(1)5 of Schedule 6 of O. Reg. 170/03 requires that where an automatic shut-off mechanism is not used on a continuous monitoring equipment, in addition to alarming when the test result for a parameter is outside the range prescribed in the table to Schedule 6-5, the continuous monitoring equipment must cause an alarm to signal if the analyzer loses power or malfunctions so that an operator can be immediately alerted and take appropriate action.

Free chlorine residual concentration required to achieve primary disinfection for the worst conditions at Powassan WTP is 0.45 mg/l. Continuous chlorine analyzer is equipped with an alarm that signals when free chlorine concentration reaches 0.8 mg/L. The alarm is enunciated at the pumphouse as well as at the security company contracted by the operating authority. The security company contacts the overall responsible operator by phone in case of all alarms from Powassan DWS. In case of a low chlorine alarm, i.e. free chlorine residual at 0.8 mg/L, the active low lift pump automatically shuts off disabling the flow of raw water towards the chlorine contact pipe. There is no delay on the low chlorine alarm.

Maximum alarm setting for free chlorine residual is set at 5.0 mg/L for high free chlorine concentration.

Question ID	MRDW1038000	
Question	Question Type	Legislative Requirement
Is continuous monitoring equipment that is being utilized to fulfill O. Reg. 170/03 requirements performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format?	Legislative	SDWA O. Reg. 170/03 6-5 (1) 1-4
Observation		
Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format.		

Question ID	MRDW1035000	
Question	Question Type	Legislative Requirement
Are operators examining continuous monitoring test results and are they examining the results within 72 hours of the test?	Legislative	SDWA O. Reg. 170/03 6-5 (1) 1-4, SDWA O. Reg. 170/03 6-5 (1) 5-10
Observation		
Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.		

Note: During the data review for this inspection, it was observed that on September 7, 2021, there appeared to be a 9 minute period when there was no monitoring and recording of free chlorine residual of treated water. The operating authority was able to demonstrate that there was continuous monitoring and recording with the required frequency, i.e. every 5 minutes and that the test results were recorded on the data logger in the water treatment plant. However, the communication between the data logger and the data processing program used for review of test results was lost resulting in the gap in the trended test results. This loss of communication was not observed during the 72-hour trends review.

The operators examining the continuous monitoring test results are reminded to examine the results on the level of minimum frequency specified in at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and to ensure that data are being recorded with this frequency and in the required format.

Question ID	MRDW1040000		
Question	Question Type	Legislative Requirement	
Are all continuous analysers calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation?	Legislative	SDWA O. Reg. 170/03 6-5 (1) 1-4, SDWA O. Reg. 170/03 6-5 (1)5-10	
Observation			
All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation.			
As recommended by the manufacturer, the online chlorine analyzer is inspected and verified against a handheld chlorine analyzer during every visit to the pumphouse and adjusted when the free Cl reading is out of verifying range. The handheld analyzer is calibrated annually by the manufacturer.			

Question ID	MRDW1108000		
Question	Question Type	Legislative Requirement	
Where continuous monitoring equipment used for the monitoring of free chlorine residual, total chlorine residual, combined chlorine residual or turbidity, required by Regulation 170, an Order, MDWL, or DWWP issued under Part V, SDWA, has triggered an alarm or an automatic shut-off, did a qualified person respond in a timely manner and take appropriate actions?	Legislative	SDWA O. Reg. 170/03 6-5 (1) 1-4, SDWA O. Reg. 170/03 6-5 (1)5-10, SDWA O. Reg. 170/03 6-5 (1.1)	
Observation			
Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.			

Question ID MRDW1018000		
Question	Question Type	Legislative Requirement
Has the owner ensured that all equipment is installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit?	Legislative	SDWA 31 (1)
Observation		
The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.		

Question ID MRDW1020000		
Question	Question Type	Legislative Requirement
Is the owner/operating authority able to demonstrate that, when required during the inspection period, Form 1 documents were prepared in accordance with their Drinking Water Works Permit?	Legislative	SDWA 31 (1)
Observation		
The owner/operating authority was in compliance with the requirement to prepare Form 1 documents as required by their Drinking Water Works Permit during the inspection period.		
On April 14, 2021, a Form 1 was prepared for an addition of a new watermain to serve a new multiple unit housing project. Based on the review of this document, it appears that it was prepared in accordance with the DWWP.		

Question ID MRDW1023000		
Question	Question Type	Legislative Requirement
Do records indicate that the treatment equipment was operated in a manner that achieved the design capabilities required under Ontario Regulation 170/03 or a DWWP and/or MDWL issued under Part V of the SDWA at all times that water was being supplied to consumers?	Legislative	SDWA O. Reg. 170/03 1-2 (2)
Observation		
Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities required under Ontario Regulation 170/03 or a Drinking Water Works Permit and/or Municipal Drinking Water Licence issued under Part V of the SDWA at all times that water was being supplied to consumers.		
Subsection 1-2(2) of Schedule 1 of Ontario Regulation 170/03 requires that the owner of a drinking water system and the operating authority for the system ensure the following:		
<ol style="list-style-type: none"> 1. The water treatment equipment is in operation whenever water is being supplied; 2. The water treatment equipment is operated in accordance with the Ministry's Procedure for 		

Disinfection of Drinking Water in Ontario; and that

3. The water treatment equipment required by section 1-3 is operated in a manner that achieves the design capabilities it is required to have under that section.

Section 1-3 of Schedule 1 of O. Reg. 170/03 requires the owner of a ground water drinking water system must ensure provision of water treatment equipment that is designed to be capable of achieving, at all times, primary disinfection in accordance with the Ministry's Procedure for Disinfection of Drinking Water in Ontario, including at least 99 per cent removal or inactivation of viruses by the time water leaves the point of entry treatment units or water enters the distribution system.

The MDWL no. 266-101, Issue No. 3 requires at least 99 per cent (2-log) removal/inactivation of viruses at the Powassan Drinking Water System Pumpouse. The process of chlorination including the contact time at the chlorine contact pipe is assigned 2+ log removal of viruses based on each treatment process being fully operational and the applicable log removal/inactivation credit assignment criteria being met. MDWL specifies the following criteria for achievement of assigned log removal/inactivation credits for the process of chlorination at Powassan Drinking Water System:

1. Sampling and testing for free chlorine residual shall be carried out by continuous monitoring equipment in the treatment process at or near a location where the intended contact time has just been completed in accordance with the Ministry's Procedure for Disinfection of Drinking Water in Ontario.
2. At all times, CT provided shall be greater than or equal to the CT required to achieve the log removal credits assigned.

The following information is also relevant for the understanding of the system:

1. Contact time is achieved at the end of 49 metre, 600 mm diameter serpentine contact pipe. Sampling and testing for free chlorine residual is carried out by a continuous chlorine analyzer located at the point where treated water exits the chlorine contact pipe.
2. The required CT value of 4.0 mg/L.minute is based on the following conditions: free chlorine residual at 0.45 mg/L, treated flow rate at 15.2 L/s, treated water pH from 6.0 to 9.5, treated water temperature at 5°C and baffling factor of 0.7. Based on these conditions, a minimum of 0.45 mg/L of free chlorine residual at the monitoring point is required to achieve the primary disinfection log removal/inactivation credits.

There appears to be no events during the inspection period when free chlorine concentration at the monitoring location was measured to be lower than 0.45 mg/L while supplying water to the users.

Question ID	MRDW1024000		
Question	Question Type	Legislative Requirement	
Do records confirm that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined?	Legislative	SDWA O. Reg. 170/03 1-2 (2)	
Observation			

Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.

A review of distribution system free chlorine monitoring sheets confirmed that there were no instances when free chlorine residual in the distribution system was measured at concentration less than 0.05 mg/L during the inspection period. Concentrations of free chlorine residual in the distribution system during the inspection period ranged from 0.68 to 2.3 mg/L.

Question ID	MRDW1025000	
Question	Question Type	Legislative Requirement
Were all parts of the drinking water system that came in contact with drinking water (added, modified, replaced or extended) disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit?	Legislative	SDWA 31 (1)
Observation		
All parts of the drinking water system were disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit.		
Condition 2.3 of Schedule B to DWWP requires that all parts of the drinking water system in contact with drinking water which are:		
2.3.1 Added, modified, replaced, extended; or		
2.3.2 Taken out of service for inspection, repair or other activities that may lead to contamination, shall be disinfected before being put into service in accordance with a procedure approved by the Director or in accordance with the applicable provisions of the following documents:		
Until October 1, 2021 the ministry's Watermain Disinfection Procedure, dated November 2015.		
As of October 2, 2021 the ministry's Watermain Disinfection Procedure, dated August 1, 2020;		
Subject to condition 2.3.2, any updated version of the ministry's Watermain Disinfection Procedure;		
AWWA C652 – Standard for Disinfection of Water-Storage Facilities;		
AWWA C653 – Standard for Disinfection of Water Treatment Plants; and		
AWWA C654 – Standard for Disinfection of Wells.		
Based on the review of the disinfection records for commissioning of the new watermain and repairs in the distribution system, it appears that the ministry's Watermain Disinfection Procedure, dated November 2015 was followed as required by the DWWP.		

Question ID	MRDW1062000	
Question	Question Type	Legislative Requirement
Do records or other record keeping mechanisms confirm that operational testing not performed by continuous monitoring equipment is being done by a certified operator, water	Legislative	SDWA O. Reg. 170/03 7-5

quality analyst, or person who meets the requirements of O. Reg. 170/03 7-5?		
Observation		
Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.		

Question ID	MRDW1060000	
Question	Question Type	Legislative Requirement
Do the operations and maintenance manuals meet the requirements of the DWWP and MDWL issued under Part V of the SDWA?	Legislative	SDWA 31 (1)
Observation		
The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.		

Question ID	MRDW1071000	
Question	Question Type	Legislative Requirement
Has the owner provided security measures to protect components of the drinking water system?	BMP	Not Applicable
Observation		
The owner had provided security measures to protect components of the drinking water system.		
The Powassan DWS pump house is kept locked with intruder alarm installed on the door. The intruder alarm is tested monthly. During the inspection period, no potential for intruder access was observed in the pumphouse. Operators visit the facility two to four times a week.		
Powassan reservoir is in an area with gated access. The rechlorination building next to the reservoir is kept locked and is equipped with intruder alarm.		
Remote access to review trends is achieved only through an approved electronic device and is secured with passwords.		

Question ID	MRDW1073000	
Question	Question Type	Legislative Requirement
Has the overall responsible operator been designated for all subsystems which comprise the drinking water system?	Legislative	SDWA O. Reg. 128/04 23 (1)
Observation		
The overall responsible operator has been designated for each subsystem.		

For the Powassan WTP and Distribution System, the on-call operator is designated as the overall responsible operator (ORO). The ORO is alternated on a weekly basis between operators Darren Aljoe and Dan Finnigan as per the on-call schedule, each serving as backup ORO to each other. Alternate operators that may function as designated ORO while on call for this facility are Don Michaud, Gerry Duguay and Tim Fraser.

Question ID	MRDW1074000	
Question	Question Type	Legislative Requirement
Have operators in charge been designated for all subsystems for which comprise the drinking water system?	Legislative	SDWA O. Reg. 128/04 25 (1)
Observation		
Operators-in-charge had been designated for all subsystems which comprised the drinking water system.		
In November 2021, the operating authority developed an SOP designating operators in charge for the facilities operated by Near North Cluster, OCWA. There are three regular designated operators for Powassan WTP, however all OCWA operators can function as OIC for all facilities depending on staff availability.		

Question ID	MRDW1075000	
Question	Question Type	Legislative Requirement
Do all operators possess the required certification?	Legislative	SDWA O. Reg. 128/04 22
Observation		
All operators possessed the required certification.		

Question ID	MRDW1076000	
Question	Question Type	Legislative Requirement
Do only certified operators make adjustments to the treatment equipment?	Legislative	SDWA O. Reg. 170/03 1-2 (2)
Observation		
Only certified operators made adjustments to the treatment equipment.		

Question ID	MRDW1099000	
Question	Question Type	Legislative Requirement
Do records show that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O. Reg.. 169/03)?	Information	Not Applicable

Observation
Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).

Question ID	MRDW1096000	
Question	Question Type	Legislative Requirement
Do records confirm that chlorine residual tests are being conducted at the same time and at the same location that microbiological samples are obtained?	Legislative	SDWA O. Reg. 170/03 6-3 (1)
Observation		
Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.		

Question ID	MRDW1081000	
Question	Question Type	Legislative Requirement
Are all microbiological water quality monitoring requirements for distribution samples being met?	Legislative	SDWA O. Reg. 170/03 10-2 (1),SDWA O. Reg. 170/03 10-2 (2),SDWA O. Reg. 170/03 10-2 (3)
Observation		
All microbiological water quality monitoring requirements for distribution samples were being met.		
Section 10-2 of Schedule 10 of O. Reg. 170/03 requires that the owner of a drinking-water system and the operating authority for the system must ensure that at least nine distribution samples are taken every month, with at least one of the samples being taken in each week. The owner of the drinking-water system and the operating authority for the system must ensure that each of the samples is tested for Escherichia coli and total coliforms and that at least 25 per cent of the samples required to be taken are tested for general bacteria population expressed as colony counts on a heterotrophic plate count (HPC).		
A review of the ministry's sampling records and lab results provided by the operating authority for the inspection period confirmed that samples from the distribution were collected weekly and tested for E. coli and total coliforms, resulting in 12 to 15 monthly samples. Every week a distribution sample was also tested for HPC resulting in 4 to 5 monthly samples which meets the requirement of at least 25 per cent of the samples being taken and tested for HPC.		

Question ID	MRDW1083000
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Question	Question Type	Legislative Requirement
Are all microbiological water quality monitoring requirements for treated samples being met?	Legislative	SDWA O. Reg. 170/03 10-3
Observation		
<p>All microbiological water quality monitoring requirements for treated samples were being met.</p> <p>Section 10-3 of Schedule 10 of O. Reg. 170/03 requires that the owner of a drinking-water system and the operating authority for the system must ensure that a water sample is taken at least once every week and tested for, (a) Escherichia coli; (b) total coliforms; and (c) general bacteria population expressed as colony counts on a heterotrophic plate count (HPC).</p> <p>A review of the Ministry's sampling records and lab results provided by the operating authority for the inspection period confirmed that samples of treated water are collected at the pumphouse weekly and tested for E. coli, total coliforms and HPC.</p>		

Question ID	MRDW1084000	
Question	Question Type	Legislative Requirement
Are all inorganic water quality monitoring requirements prescribed by legislation conducted within the required frequency?	Legislative	SDWA O. Reg. 170/03 13-2
Observation		
<p>All inorganic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.</p> <p>Section 13-2 of Schedule 13 of O. Reg. 170/03 requires that the owner of a large municipal residential system and the operating authority for the system must ensure that at least one treated water sample is taken every 36 months, if the system obtains water from a raw water supply that is ground water. The owner of a large municipal residential system and the operating authority for the system must ensure that each of the samples is tested for every parameter set out in Schedule 23 (Inorganics).</p> <p>Sampling for the purpose of testing for Schedule 23 parameters was conducted on January 18, 2021.</p>		

Question ID	MRDW1085000	
Question	Question Type	Legislative Requirement
Are all organic water quality monitoring requirements prescribed by legislation conducted within the required frequency?	Legislative	SDWA O. Reg. 170/03 13-4 (1),SDWA O. Reg. 170/03 13-4 (2),SDWA O. Reg. 170/03 13-

	4 (3)
Observation	
<p>All organic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.</p> <p>Section 13-4 of Schedule 13 of O. Reg. 170/03 requires that the owner of a large municipal residential system and the operating authority for the system must ensure that at least one treated water sample is taken every 36 months, if the system obtains water from a raw water supply that is ground water. The owner of a large municipal residential system and the operating authority for the system must ensure that each of the samples is tested for every parameter set out in Schedule 24 (Organics).</p> <p>Sampling for the purpose of testing for Schedule 24 parameters was conducted on January 18, 2021.</p>	

Question ID	MRDW1086000		
Question	Question Type	Legislative Requirement	
Are all haloacetic acid water quality monitoring requirements prescribed by legislation conducted within the required frequency and at the required location?	Legislative	SDWA O. Reg. 170/03 13-6.1 (1),SDWA O. Reg. 170/03 13-6.1 (2),SDWA O. Reg. 170/03 13-6.1 (3), SDWA O. Reg. 170/03 13-6.1 (4),SDWA O. Reg. 170/03 13-6.1 (5),SDWA O. Reg. 170/03 13-6.1 (6)	
Observation			
<p>All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location. Effective January 1, 2017, section 13-6.1 of Schedule 13 of O. Reg. 170/03 requires that the owner of a drinking water system that provides chlorination and the operating authority for the system must ensure that at least one distribution sample is taken in each calendar quarter, from a point in the drinking water systems distribution system, or plumbing that is connected to the drinking water system, that is likely to have an elevated potential for the formation of haloacetic acids and tested for haloacetic acids (HAAs). O. Reg. 170/03 defines the "calendar quarter" as the three-month period that begins on January 1, April 1, July 1 or October 1. As per O. Reg. 169/03 the standard for HAAs is 0.08 mg/L (80 µg/L) and is expressed as a running annual average (RAA) of quarterly results.</p> <p>A review of sampling records confirmed that during the inspection period, samples were collected and tested for HAAs with the required frequency. The test results of HAAs in all samples were</p>			

below the laboratory's detectable limit with highest concentration at 5.3 µg/L.

Question ID	MRDW1087000	
Question	Question Type	Legislative Requirement
Have all trihalomethane water quality monitoring requirements prescribed by legislation been conducted within the required frequency and at the required location?	Legislative	SDWA O. Reg. 170/03 13-6 (1)
Observation		
<p>All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location. Subsection 13-6 of Schedule 13 of O. Reg. 170/03 requires the owner of a drinking water system that provides chlorination and the operating authority for the system must ensure that at least one distribution sample is taken in each calendar quarter, from a point in the drinking water system's distribution system that is likely to have an elevated potential for the formation of trihalomethanes and tested for trihalomethanes (THMs). O. Reg. 169/03 sets the standard for THMs at 0.100 mg/L (100 µg/L) expressed as a RAA, where RAA is defined as "the running annual average of quarterly results" for THMs for a drinking water system. O. Reg. 170/03 defines the "calendar quarter" as the three-month period that begins on January 1, April 1, July 1 or October 1.</p> <p>A review of sampling records confirmed that during the inspection period, samples were collected and tested for THMs with the required frequency. The current RAA for THMs is 3 µg/L.</p>		

Question ID	MRDW1088000	
Question	Question Type	Legislative Requirement
Are all nitrate/nitrite water quality monitoring requirements prescribed by legislation conducted within the required frequency for the DWS?	Legislative	SDWA O. Reg. 170/03 13-7
Observation		
<p>All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency for the DWS.</p> <p>Section 13-7 of Schedule 13 of O. Reg. 170/03 requires that the owner of a drinking water system and the operating authority for the system must ensure that at least one water sample is taken every three months and tested for nitrate and nitrite.</p> <p>A review of sampling records confirmed that samples for nitrate and nitrite were collected with the required frequency during the inspection period.</p>		

Question ID	MRDW1089000	
Question	Question Type	Legislative Requirement

Are all sodium water quality monitoring requirements prescribed by legislation conducted within the required frequency?	Legislative	SDWA O. Reg. 170/03 13-8
Observation		
All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.		
Section 13-8 of Schedule 13 requires that the owner of a drinking water system and the operating authority for the system must ensure that at least one treated water sample is taken every 60 months and tested for sodium.		
The most recent sample was collected and tested for sodium on February 27, 2017.		

Question ID	MRDW1090000	
Question	Question Type	Legislative Requirement
Where fluoridation is not practiced, are all fluoride water quality monitoring requirements prescribed by legislation conducted within the required frequency?	Legislative	SDWA O. Reg. 170/03 13-9
Observation		
All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.		
Section 13-9 of Schedule 13 of Ontario Regulation 170/03 requires that the owner of a drinking water system and the operating authority for the system ensure that at least one water sample is taken every 60 months and tested for fluoride.		
The most recent sample was collected and tested for fluoride on January 14, 2019.		

Question ID	MRDW1100000	
Question	Question Type	Legislative Requirement
Did any reportable adverse/exceedance conditions occur during the inspection period?	Information	Not Applicable
Observation		
There were no reportable adverse/exceedances during the inspection period.		

Question ID	MRDW1113000	
Question	Question Type	Legislative Requirement
Have all changes to the system registration information been provided to the Ministry within ten (10) days of the change?	Legislative	SDWA O. Reg. 170/03 10.1 (3)
Observation		
All changes to the system registration information were provided within ten (10) days of the		

change.

Question ID	MRDW1059000		
Question	Question Type	Legislative Requirement	
Do the operations and maintenance manuals contain plans, drawings and process descriptions sufficient for the safe and efficient operation of the system?	Legislative	SDWA O. Reg. 128/04 28	
Observation			
The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.			

Question ID	MRDW1061000		
Question	Question Type	Legislative Requirement	
Are logbooks properly maintained and contain the required information?	Legislative	SDWA O. Reg. 128/04 27 (1), SDWA O. Reg. 128/04 27 (2), SDWA O. Reg. 128/04 27 (3), SDWA O. Reg. 128/04 27 (4), SDWA O. Reg. 128/04 27 (5), SDWA O. Reg. 128/04 27 (6), SDWA O. Reg. 128/04 27 (7)	
Observation			
Logbooks were properly maintained and contained the required information.			

APPENDIX A
DRINKING WATER SYSTEM COMPONENTS

DWS Component Information Report for 220000576

as of 04-FEB-2022

Drinking Water System Profile Information

DWS # 220000576
MOE Assigned Name Powassan Drinking Water System
Category LMRS
Regulation O.REG 170/03
DWS Type Well Supply
Source Type Ground Water
Address Concession 13, Lot 17, South Himsworth (Geographic Township)
Region Northern Region
District North Bay Area Office
Municipality Powassan
Public Health Unit North Bay Parry Sound District Health Unit

LWIS Component Name	LWIS Component Type	LWIS Component Sub-Type	Component Address	Comments
Well #2 (Raw Water)	Source	Ground	Lot: 17, Conc.: 13,	<p>The Drinking Water Works Permit (DWWP) no. 266-201 issue No. 2 describes Well # 2 as follows:</p> <ul style="list-style-type: none"> - The well is located at Lot 17, Concession 13 in the Municipality of Powassan, Ontario. - 300 mm diameter x 18.6 m deep drilled overburden production well including 7.6 m of screen. - The well is equipped with a submersible pump with a rated capacity of 15.2 L/second at a total dynamic head of 92 m and one (1) 100 mm diameter flowmeter. <p>Note: The well is located within the Genesee Creek flood plain. There is a 150 mm diameter test well located approximately 3.0 m to the east of Well # 2.</p>
Distribution	Other	Other		<p>The distribution system services an approximate population of 1071 connected residents. The First Engineer's Report estimated the distribution system at approximately 9.2 km. The system was comprised of asbestos concrete, polyvinyl chloride and cast iron piping in 100 mm, 150 mm and 200 mm diameters. In 2008, the municipality installed or replaced watermains on Clark St, Joseph St, Chisholm St, Edward St, South St, and a portion along Big Bend Ave. All replaced and new watermains are 250 mm polyvinyl chloride and have been brought into service.</p>
Well #1 (Raw Water)	Source	Ground	Lot: 17, Conc.: 13,	<p>The Drinking Water Works Permit (DWWP) no. 266-201 issue No. 2 describes Well # 1 as follows:</p> <ul style="list-style-type: none"> - The well is located at Lot 17, Concession 13 in the Municipality of Powassan, Ontario - 150 mm diameter x 23.2 m deep drilled overburden production well including 3.8 m of screen, discharging into the distribution system through the pumphouse process piping. - The well is equipped with a submersible pump with a rated capacity of 15.2 L/second at a total dynamic head of 92.2 m and one (1) 100 mm diameter flowmeter. <p>Note: There is a monitoring well located 5 m to the south of Well # 1 and protected by a 450 mm diameter, vertical</p>

DWS Component Information Report for 220000576

as of 04-FEB-2022

LWIS Component Name	LWIS Component Type	LWIS Component Sub-Type	Component Address	Comments
				corrugated steel pipe around the well casing and standing 1.2 m above ground level.
Treated Water	Treated Water Poe	Pumphouse	Lot: 17, Conc.: 13,	<p>The treatment process at the Powassan Drinking Water System is comprised of primary and secondary disinfection using 12% sodium hypochlorite. The Drinking Water Works Permit (DWWP) no. 266-201 issue No. 2 describes the treatment facility as follows:</p> <ul style="list-style-type: none"> - The treatment facility is located at 76 Fairview Lane, Municipality of Powassan, Ontario. - Pumphouse consisting of a 4.7 m x 6.9 m masonry building containing process piping, flowmeters, raw and treated water sample points, disinfection system, pump system controls, electrical systems, a drainage system with an external soak away pit sized for 1440 L/day and all associated appurtenances. - Chlorination system consisting of two (2) sodium hypochlorite chemical feed pumps (1 duty and 1 standby), flow paced and equipped with auto switchover controls feeding at the discharge header. Chlorine is kept in two (2) sodium hypochlorite chemical solution tanks (duty, standby) and one spill containment basin. - Chlorine contact pipe consisting of a 49 m length of 600 mm diameter serpentine pipeline installed below grade to provide adequate contact time at maximum flow and before the first consumer together with two (2) sample lines (duty, standby), each installed with a backflow preventer, feeding back to pump house for continuous water quality monitoring. - Standby power consisting of one (1) 65 kW/81 kVA minimum rated standby diesel generator set, complete with a double walled fuel tank and automatic transfer switch, all installed in an external weatherproof and acoustic enclosure. - Monitoring equipment consisting of two (2) magnetic flowmeters, one at each of the raw water feed pipes and online instrumentation that continuously monitors and records free chlorine residual at point of entry, and raw flows.
In-Ground Reservoir	Other	Reservoir		<p>The Drinking Water Works Permit (DWWP) no. 266-201 issue No. 2 describes the off-site storage reservoir as follows:</p> <ul style="list-style-type: none"> - The reservoir is located at 34 McRae Drive, Municipality of Powassan, Ontario. - The storage reservoir is in-ground with interconnected two cells. Each reservoir cell sized approximately 9.3 m x 13 m x 5.5 m water depth and complete with an inlet/outlet line, level sensor and a 300 mm diameter emergency overflow pipe. - Total capacity of the reservoir is 1,278 m³. - The equipment in the reservoir consists of a 250 mm diameter inlet line to reservoir cell no. 1 complete with two (2) control valves, a check valve and a 200 mm diameter bypass line with a control valve and a 250 mm diameter outlet line to reservoir cell no. 2 complete with two (2) control valves, a magnetic flowmeter, a check

DWS Component Information Report for 220000576

as of 04-FEB-2022

LWIS Component Name	LWIS Component Type	LWIS Component Sub-Type	Component Address	Comments
				<p>valve and a 200 mm diameter bypass line with a control valve.</p> <p>The top operating water level (TWL) of the in-ground reservoir is at 310 m A.S.L.</p> <p>The facility has a prefabricated re-chlorination building located on top of an in-ground valve chamber with the following equipment:</p> <ul style="list-style-type: none"> - Two (2) sodium hypochlorite chemical feed pumps (duty and standby), injecting sodium hypochlorite solution (on demand) into the reservoir outlet line. - One (1) sodium hypochlorite chemical storage tank with low level switch and spill containment. - One (1) chlorine residual analyzer sampling water from reservoir outlet line approximately 70 m of 250 mm diameter reservoir feeder main from reservoir site boundary to valve chamber - All instrumentation and controls for operation and communication of status and fault conditions. - One (1) eight kW natural gas generator

APPENDIX B
STAKEHOLDER APPENDIX

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or waterforms@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/drinkingwater



PUBLICATION TITLE	PUBLICATION NUMBER
FORMS:	
Drinking Water System Profile Information	012-2149E
Laboratory Services Notification	012-2148E
Adverse Test Result Notification	012-4444E
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	Website
Procedure for Disinfection of Drinking Water in Ontario	Website
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	Website
Filtration Processes Technical Bulletin	Website
Ultraviolet Disinfection Technical Bulletin	Website
Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments	Website
Certification Guide for Operators and Water Quality Analysts	Website
Guide to Drinking Water Operator Training Requirements	9802E
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	Website
Drinking Water System Contact List	7128E01
Ontario's Drinking Water Quality Management Standard - Pocket Guide	Website
Watermain Disinfection Procedure	Website
List of Licensed Laboratories	Website

Principaux guides et documents de référence sur les réseaux résidentiels municipaux d'eau potable

De nombreux documents utiles peuvent vous aider à exploiter votre réseau d'eau potable. Vous trouverez ci-après une liste de documents que les propriétaires et exploitants de réseaux résidentiels municipaux d'eau potable utilisent fréquemment. Pour accéder à ces documents en ligne, cliquez sur leur titre dans le tableau ci-dessous ou faites une recherche à l'aide de votre navigateur Web. Communiquez avec le ministère au 1-866-793-2588, ou encore à waterforms@ontario.ca si vous avez des questions ou besoin d'aide.



Pour plus de renseignements sur l'eau potable en Ontario, consultez le site www.ontario.ca/eaupotable

TITRE DE LA PUBLICATION	NUMÉRO DE PUBLICATION
Renseignements sur le profil du réseau d'eau potable	012-2149F
Avis de demande de services de laboratoire	012-2148F
Avis de résultats d'analyse insatisfaisants et de règlement des problèmes	012-4444F
Prendre soin de votre eau potable - Un guide destiné aux membres des conseils municipaux	Site Web
Marche à suivre pour désinfecter l'eau potable en Ontario	Site Web
Stratégies pour minimiser les trihalométhanes et les acides haloacétiques de sous-produits de désinfection	Site Web
Filtration Processes Technical Bulletin (en anglais seulement)	Site Web
Ultraviolet Disinfection Technical Bulletin (en anglais seulement)	Site Web
Guide de présentation d'une demande de modification du permis d'aménagement de station de production d'eau potable	Site Web
Guide sur l'accréditation des exploitants de réseaux d'eau potable et des analystes de la qualité de l'eau de réseaux d'eau potable	Site Web
Guide sur les exigences relatives à la formation des exploitants de réseaux d'eau potable	9802F
Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l'exemption	Site Web
Liste des personnes-ressources du réseau d'eau potable	Site Web
L'eau potable en Ontario - Norme de gestion de la qualité - Guide de poche	Site Web
Procédure de désinfection des conduites principales	Site Web
Laboratoires autorisés	Site Web

SO YOU WANT TO RUN FOR COUNCIL?



CANDIDATE INFORMATION WORKSHOP

Wednesday, April 6, 2022 @ 6:00 p.m.

**West Ferris Arena (Sam Jacks Complex)
42 Gertrude Street E., North Bay, ON**

Who Should Attend:

- potential candidates
- spouse or partner
- anyone interested in learning more about local government

This workshop will give you an understanding of Council's roles and responsibilities. It will also explain how duties and responsibilities of public office will impact your life. Make sure to bring your questions.

Speaker: Fred Dean is retired from law practice and works exclusively for municipalities across Ontario and municipal associations. He works with elected officials and senior staff giving them tools to make effective decisions on behalf of their communities. He has been training members of council and heads of council since 2002.

Topics will include:

- Municipal Powers
- Roles & Responsibilities
- Public's Role in Local Government
- Difference between Governance and Administration
- Municipal Conflict of Interest and other personal responsibilities
- Impact on Family Life

FREE EVENT

**FOR IN-PERSON ATTENDANCE
PROOF OF VACCINATION AND FACE MASKS ARE MANDATORY
ALSO AVAILABLE ON-LINE VIA ZOOM**

There are only 35 in-person spaces available. Registration is mandatory for this event. To register please call 705-724-2813 ext 221. or via email at office@powassan.net

If you wish to attend virtually please register at:
<https://bit.ly/3ueYWOT>

Hosted by the Municipalities of North Bay, East Ferris, Callander and Powassan



DATE OF COUNCIL MTG.	Feb 15/22
AGENDA ITEM #	131

Municipality of Powassan
A/P Preliminary Cheque Run
(Council Approval Report)

Vendor	Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
GENERAL GOVERNMENT										
	8944	02/01/22	PSD CITYWIDE INC., 148 FULLARTON ST, 9 TH FLOOR, LONDON , ON, N6A 5P3	02/01/22	\$6,512.64	\$6,512.64	10-10-61580	ASSET MANAGEMENT	\$0.00	\$0.00
	16375		02/01/22 ASSET MANAGEMENT PLAN SERVICES			\$7,232.00				
	8962	02/01/22	ROGERS AT&T, P.O. BOX 9100, DON MILLS , ON, M3C 3P9	02/01/22	\$19.39	\$19.39	10-10-61022	D PIEKARSKI-COUNCIL	\$0.00	\$0.00
	2421866340	02/01/22	D PIEKARSKI CELL	02/01/22	\$24.48	\$24.48	10-10-61023	R HALL- COUNCIL	\$0.00	\$0.00
	2421866340	02/01/22	R HALL CELL	02/01/22	\$53.10	\$53.10	10-10-61026	P.MCISAAC-MAYOR	\$0.00	\$0.00
	2421866340	02/01/22	P.MCISAAC - CELL	02/01/22	\$19.48	\$19.48	10-10-61550	TELEPHONE & FAX	\$0.00	(\$245.95)
	2421866340	02/01/22	DEPUTY TREASURER CELL	02/01/22	\$19.39	\$19.39	10-10-61550	TELEPHONE & FAX	\$0.00	(\$245.95)
	2421866340	02/01/22	TREASURER	02/01/22	\$19.40	\$19.40	10-10-61550	TELEPHONE & FAX	\$0.00	(\$245.95)
	2421866340	02/01/22	CAO CELL	02/01/22		\$200.02				
	8975	01/25/22	SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY , ON, P1B 2T7	01/20/22	\$559.73	\$559.73	10-10-24600	A/R LIBRARY BOARD	\$0.00	(\$1,482.04)
	JAN22LIB	01/25/22	JAN 2022 LIB VISA	01/31/22	\$84.75	\$84.75	10-10-61530	CONVENTION/TRAINING	\$0.00	\$0.00
	JAN22LM	01/31/22	AMCTO - RPT EXTENSION FEE - LM	01/30/22	\$20.34	\$20.34	10-10-61540	OFFICE SUPPLIES	\$0.00	(\$420.46)
	JAN22BR	01/25/22	ADOBE ACROPRO PROGRAM - BR	01/30/22	\$1.46	\$1.46	10-10-61540	OFFICE SUPPLIES	\$0.00	(\$420.46)
	JAN22KH	01/25/22	APPLE ICLOUD - KH	01/30/22	\$33.89	\$33.89	10-10-61540	OFFICE SUPPLIES	\$0.00	(\$420.46)
	JAN22MM	01/25/22	APPLE - MM PERSONAL - TO BE REIMBURSED	01/31/22	\$285.00	\$285.00	10-10-61550	TELEPHONE & FAX	\$0.00	(\$245.95)
	JAN22LM2	01/31/22	BELL			\$1,666.64				
	9026	02/01/22	USTI CANADA INC., C/O LOCKBOX #918500, PO BOX 4090 STN A, TORONTO, ON, M5W0E9	02/01/22	\$997.25	\$997.25	10-10-61570	COMPUTERS	\$0.00	(\$2,473.88)
	343681		02/01/22 ADMIN DEVELOPMENT			\$1,107.40				
	9121	02/01/22	SHELLEY BASTAIN, 2089 MAPLE HILL RD, POWASSAN, ON, P0H 1Z0	02/01/22	\$488.45	\$488.45	10-10-61640	OFFICE & EQUIPMENT	\$0.00	(\$320.54)
	362		02/01/22 OFFICE CLEANING			\$542.40				
	9378	02/01/22	BEATTY PRINTING, 661 CASSELLS STREET, NORTH BAY, ON, P1B 4A1	02/01/22	\$1,049.15	\$1,049.15	10-10-61540	OFFICE SUPPLIES	\$0.00	(\$420.46)
	49486		02/01/22 BUSINESS CARDS			\$1,165.03				
	9768	02/01/22	OFFICE CENTRAL, 60 LEEK CRESCENT, RICHMOND HILL, ON, L4B 1H1	02/01/22	\$72.77	\$72.77	10-10-61540	OFFICE SUPPLIES	\$0.00	(\$420.46)
	1901712-0	02/01/22	NOTE BOOKS	02/01/22	\$37.64	\$37.64	10-10-61540	OFFICE SUPPLIES	\$0.00	(\$420.46)
	1901712-1	02/01/22	GLOVES	02/01/22		\$122.61				
	9798	02/01/22	DE LAGE LANDEN, C/O T4557 PO BOX 4557 STN A, TORONTO, ON, M5W 0K1	02/01/22	\$1,044.06	\$1,044.06	10-10-61600	POSTAGE/COURIER/CO	\$0.00	(\$356.16)
	8296766	02/01/22	POSTAGE/COURIER/COPIER	02/01/22	\$189.98	\$189.98	10-10-61600	POSTAGE/COURIER/CO	\$0.00	(\$356.16)
	8337913	02/01/22	POSTAGE/COURIER/COPIER			\$1,370.34				
	9808	02/01/22	REALTAX INC., 17705B LESLIE ST, SUITE 1A, NEWMARKET, ON, L3Y 3E3	02/01/22	\$113.00	\$113.00	10-10-24500	A/R OTHER	\$0.00	\$214,660.48
	80939		02/01/22 1154700 FARM TAX NOTICES			\$113.00				
	10236	02/01/22	XEROX CANADA LTD., P.O. BOX 4539 STN A, TORONTO, ON, M5W 4P5	02/01/22	\$518.66	\$518.66	10-10-61600	POSTAGE/COURIER/CO	\$0.00	(\$356.16)
	F58650292	02/01/22	POER COPY CHARGE			\$575.96				
Total GENERAL GOVERNMENT						\$18,366.25				

DATE OF COUNCIL MTG. Feb. 15/22
 AGENDA

Municipality of Powassan
A/P Preliminary Cheque Run
(Council Approval Report)

InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
250 CLARK									
8962	02/01/22	ROGERS AT&T, P.O. BOX 9100, DON MILLS, ON, M3C 3P9	02/01/22	\$22.91	\$22.91	10-12-61754	250 CLARK-PROGRAM	\$0.00	(\$601.64)
2421866340		02/01/22 250 CLARK PROGRAM CELL							
9028	02/01/22	VAUGHAN PAPER PRODUCTS INC., 1598 MAIN ST WEST, NORTH BAY , ON, P1B 2X3	02/01/22	\$105.34	\$105.34	10-12-61525	250 CLARK-JANITORIAL	\$0.00	(\$374.90)
2397023		02/01/22 GARBAGE BAGS							
10082	02/01/22	BRAD'S JANITORIAL SERVICES, 861 HWY 534, POWASSAN, ON, P0H1Z0	02/01/22	\$427.39	\$427.39	10-12-61525	250 CLARK-JANITORIAL	\$0.00	(\$374.90)
394295		02/01/22 250 CLARK CLEANING							
Total 250 CLARK									
FIRE DEPARTMENT									
8792	02/01/22	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO , ON, M5W 3L3	02/01/22	\$191.61	\$191.61	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$1,557.69)
20005893361		222 FIRE DEPT.-OPERATIONS							
200233599007		222 FIRE DEPT.-OPERATIONS		\$497.95	\$497.95	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$1,557.69)
8797	02/01/22	INSERVUS MANAGEMENT SYSTEMS, 1971 BOND STREET, NORTH BAY , ON, P1B 4V7	02/01/22	\$1,392.08	\$1,392.08	10-15-62010	FIRE DEPT.-	\$0.00	\$0.00
1248		02/01/22 BUNKER GEAR TESTING							
8962	02/01/22	ROGERS AT&T, P.O. BOX 9100, DON MILLS, ON, M3C 3P9	02/01/22	\$20.07	\$20.07	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$1,557.69)
2421866340		02/01/22 B COX CELL							
8975	01/29/22	SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY , ON, P1B 2T7	01/29/22	\$71.22	\$71.22	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$1,557.69)
JAN228C		01/25/22 STAPLES - TONER CARTRIDGE							
Total FIRE DEPARTMENT									
PUBLIC WORKS									
8687	02/01/22	FREIGHTLINER NORTH BAY, 40 COMMERCE COURT, NORTH BAY, ON, P1A 0B4	02/01/22	\$263.07	\$263.07	10-20-63520	2011 FREIGHTLINER-	\$0.00	\$0.00
4085	02/01/22	AIR DRIERS	02/01/22	\$356.16	\$356.16	10-20-63560	2013 FREIGHTLINER	\$0.00	\$0.00
135679	02/01/22	TOW CHARGE	02/01/22	\$263.07	\$263.07	10-20-63560	2013 FREIGHTLINER	\$0.00	\$0.00
4085	02/01/22	AIR DRIERS	02/01/22	\$7,758.26	\$7,758.26	10-20-63560	2013 FREIGHTLINER	\$0.00	\$0.00
RN04331	02/01/22	AIR COMPRESSOR REPAIRS	02/01/22	\$356.16	\$356.16	10-20-63780	2014 FREIGHTLINER-	\$0.00	\$0.00
135739	02/01/22	TOW CHARGE	02/01/22	\$263.06	\$263.06	10-20-63780	2014 FREIGHTLINER-	\$0.00	\$0.00
4085	02/01/22	AIR DRIERS	02/01/22	\$401.09	\$401.09	10-20-63780	2014 FREIGHTLINER-	\$0.00	\$0.00
RN04327	02/01/22	ENGINE LIGHT	02/01/22	\$949.75	\$949.75	10-20-63780	2014 FREIGHTLINER-	\$0.00	\$0.00
RN04368	02/01/22	BATTERY REPLACEMENTS AND REPAIRS	02/01/22	\$1,706.05	\$1,706.05	10-20-63780	2014 FREIGHTLINER-	\$0.00	\$0.00
RN04438	02/01/22	AXLE AND ENGINE REPAIRS	02/01/22	\$12,316.67	\$12,316.67			\$0.00	\$0.00
8792	02/01/22	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO , ON, M5W 3L3	02/01/22	\$215.24	\$215.24	10-20-63062	PUBLIC WORKS BLDGS	\$0.00	\$0.00
200031148485		222 PUBLIC WORKS BLDGS UTILITIES							
200067996361		222 PUBLIC WORKS BLDGS UTILITIES		\$30.09	\$30.09	10-20-63062	PUBLIC WORKS BLDGS	\$0.00	\$0.00
200118558926		222 PUBLIC WORKS BLDGS UTILITIES		\$252.11	\$252.11	10-20-63062	PUBLIC WORKS BLDGS	\$0.00	\$0.00
Total PUBLIC WORKS									
\$497.44									

**Municipality of Powassan
A/P Preliminary Cheque Run
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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
JIM MOORE PETROLEUM, 66 GIBSON STREET, P.O. BOX 508, NORTH BAY, ON, P1B 8J1										
8806		02/01/22	FUEL FOR 2011 FREIGHTLINER	02/01/22	\$414.16	\$414.16	10-20-63520	2011 FREIGHTLINER-	\$0.00	\$0.00
585934		02/01/22	FUEL FOR 2011 FREIGHTLINER	02/01/22	\$544.59	\$544.59	10-20-63520	2011 FREIGHTLINER-	\$0.00	\$0.00
586702		02/01/22	FUEL FOR 2011 FREIGHTLINER	02/01/22	\$77.28	\$77.28	10-20-63540	2014 GMC -	\$0.00	\$0.00
585935		02/01/22	CHEV FUEL	02/01/22	\$155.63	\$155.63	10-20-63540	2014 GMC -	\$0.00	\$0.00
586704		02/01/22	CHEV FUEL	02/01/22	\$154.31	\$154.31	10-20-63540	2014 GMC -	\$0.00	\$0.00
587342		02/01/22	CHEV FUEL	02/01/22	\$414.15	\$414.15	10-20-63560	2013 FREIGHTLINER	\$0.00	\$0.00
585934		02/01/22	FUEL FOR 2013 FREIGHTLINER	02/01/22	\$544.60	\$544.60	10-20-63560	2013 FREIGHTLINER	\$0.00	\$0.00
585935		02/01/22	FUEL FOR 2013 FREIGHTLINER	02/01/22	\$77.28	\$77.28	10-20-63580	2019 CHEVY	\$0.00	\$0.00
586704		02/01/22	F150 FUEL	02/01/22	\$155.63	\$155.63	10-20-63580	2019 CHEVY	\$0.00	\$0.00
587342		02/01/22	F150 FUEL	02/01/22	\$154.31	\$154.31	10-20-63580	2019 CHEVY	\$0.00	\$0.00
585935		02/01/22	CHEV TRUCK FUEL	02/01/22	\$77.28	\$77.28	10-20-63600	2015 GMC-	\$0.00	\$0.00
586704		02/01/22	CHEV TRUCK FUEL	02/01/22	\$155.63	\$155.63	10-20-63600	2015 GMC-	\$0.00	\$0.00
587342		02/01/22	CHEV TRUCK FUEL	02/01/22	\$154.31	\$154.31	10-20-63600	2015 GMC-	\$0.00	\$0.00
585936		02/01/22	FUEL FOR 710 BACKHOE	02/01/22	\$30.04	\$30.04	10-20-63620	710 BACKHOE-	\$0.00	\$0.00
586703		02/01/22	FUEL FOR 710 BACKHOE	02/01/22	\$109.72	\$109.72	10-20-63620	710 BACKHOE-	\$0.00	\$0.00
587341		02/01/22	FUEL FOR 710 BACKHOE	02/01/22	\$221.47	\$221.47	10-20-63620	710 BACKHOE-	\$0.00	\$0.00
587343		02/01/22	FUEL FOR 710 BACKHOE	02/01/22	\$81.51	\$81.51	10-20-63620	710 BACKHOE-	\$0.00	\$0.00
585936		02/01/22	CAT420 FUEL	02/01/22	\$90.13	\$90.13	10-20-63626	BACKHOE CAT420	\$0.00	\$0.00
586703		02/01/22	CAT420 FUEL	02/01/22	\$329.16	\$329.16	10-20-63626	BACKHOE CAT420	\$0.00	\$0.00
587341		02/01/22	CAT420 FUEL	02/01/22	\$664.40	\$664.40	10-20-63626	BACKHOE CAT420	\$0.00	\$0.00
587343		02/01/22	CAT420 FUEL	02/01/22	\$244.53	\$244.53	10-20-63626	BACKHOE CAT420	\$0.00	\$0.00
585936		02/01/22	FUEL FOR 96 BACKHOE	02/01/22	\$30.04	\$30.04	10-20-63640	96 BACKHOE-	\$0.00	\$0.00
586703		02/01/22	FUEL FOR 96 BACKHOE	02/01/22	\$109.72	\$109.72	10-20-63640	96 BACKHOE-	\$0.00	\$0.00
587341		02/01/22	FUEL FOR 96 BACKHOE	02/01/22	\$221.47	\$221.47	10-20-63640	96 BACKHOE-	\$0.00	\$0.00
587343		02/01/22	FUEL FOR 96 BACKHOE	02/01/22	\$81.51	\$81.51	10-20-63640	96 BACKHOE-	\$0.00	\$0.00
585936		02/01/22	FUEL FOR GRADER	02/01/22	\$150.23	\$150.23	10-20-63660	99 GRADER-	\$0.00	\$0.00
586703		02/01/22	FUEL FOR GRADER	02/01/22	\$548.60	\$548.60	10-20-63660	99 GRADER-	\$0.00	\$0.00
587341		02/01/22	FUEL FOR GRADER	02/01/22	\$1,107.35	\$1,107.35	10-20-63660	99 GRADER-	\$0.00	\$0.00
587343		02/01/22	FUEL FOR GRADER	02/01/22	\$407.56	\$407.56	10-20-63660	99 GRADER-	\$0.00	\$0.00
585935		02/01/22	LAWN EQUIPMENT-MAT/SUPPLIES	02/01/22	\$25.74	\$25.74	10-20-63740	LAWN EQUIPMENT-	\$0.00	\$0.00
586704		02/01/22	LAWN EQUIPMENT-MAT/SUPPLIES	02/01/22	\$51.86	\$51.86	10-20-63740	LAWN EQUIPMENT-	\$0.00	\$0.00
587342		02/01/22	LAWN EQUIPMENT-MAT/SUPPLIES	02/01/22	\$51.44	\$51.44	10-20-63740	LAWN EQUIPMENT-	\$0.00	\$0.00
585934		02/01/22	FUEL FOR 2014 FREIGHTLINER	02/01/22	\$414.16	\$414.16	10-20-63780	2014 FREIGHTLINER-	\$0.00	\$0.00
586702		02/01/22	FUEL FOR 2014 FREIGHTLINER	02/01/22	\$544.59	\$544.59	10-20-63780	2014 FREIGHTLINER-	\$0.00	\$0.00
8808	JOE JOHNSON EQUIPMENT INC, 2521 BOWMAN STREET, INNISFIL, ON, L9S 3V6				\$8,594.39	\$8,594.39				
S15784		02/01/22	NO START DEAD BATTERY	02/01/22	\$1,673.74	\$1,673.74	10-20-63720	TRACKLESS-KUBOTA-	\$0.00	\$0.00
8897	NORTHERN UNIFORM SERVICE, 2230 ALGONQUIN ROAD, SUDBURY, ON, P3E 4Z6				\$1,673.74	\$1,673.74				
474810		02/01/22	PW UNIFORM RENTALS	02/01/22	\$203.92	\$203.92	10-20-63060	PUBLIC WORKS-	\$0.00	(\$2,618.85)
8962	ROGERS AT&T, P.O. BOX 9100, DON MILLS, ON, M3C 3P9				\$203.92	\$203.92				
2421866340		02/01/22	PW ENGINEER CELL	02/01/22	\$19.41	\$19.41	10-20-63060	PUBLIC WORKS-	\$0.00	(\$2,618.85)
2421866340		02/01/22	PW CELL 497-6169	02/01/22	\$19.39	\$19.39	10-20-63065	PUBLIC WORKS MAT &	\$0.00	(\$203.52)
2421866340		02/01/22	PW CELL 497-6169	02/01/22	\$20.16	\$20.16	10-20-63065	PUBLIC WORKS MAT &	\$0.00	(\$203.52)
2421866340		02/01/22	PUBLIC WORKS SURFACE TABLET	02/01/22	\$19.39	\$19.39	10-20-63065	PUBLIC WORKS MAT &	\$0.00	(\$203.52)
2421866340		02/01/22	PUBLIC WORKS CELL	02/01/22	\$19.39	\$19.39	10-20-63065	PUBLIC WORKS MAT &	\$0.00	(\$203.52)
					\$97.74	\$97.74				

Municipality of Powassan
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Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
8975	JAN22ST	SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY , ON, P1B 2T7	01/30/22	\$150.59	\$150.59	10-20-63060	PUBLIC WORKS-	\$0.00	(\$2,618.85)
	JAN22ST2	01/25/22 HOME DEPOT - WASH BASIN - PW	01/30/22	\$1.46	\$1.46	10-20-63060	PUBLIC WORKS-	\$0.00	(\$2,618.85)
	JAN22CM	01/25/22 APPLE ICLOUD - ST	01/30/22	\$5,291.51	\$5,291.51	10-20-63110	SIDEWALKS-	\$0.00	(\$5,291.51)
		HOUSE OF CONTRUCTION - PLATE COMPACTOR							
9074	589320/D	BUMPER TO BUMPER - H.E. BROWN, PO BOX 538, 600 GORMANVILLE RD UNIT 201, NORTH BAY, ON, P1B 8J3	02/01/22	\$78.54	\$78.54	10-20-63060	PUBLIC WORKS-	\$0.00	(\$2,618.85)
	589317/D	02/01/22 BLADE GUIDE KIT	02/01/22	\$78.25	\$78.25	10-20-63520	2011 FREIGHTLINER-	\$0.00	\$0.00
	589317/D	02/01/22 CLEANER	02/01/22	\$78.25	\$78.25	10-20-63560	2013 FREIGHTLINER	\$0.00	\$0.00
	589317/D	02/01/22 CLEANER	02/01/22	\$78.25	\$78.25	10-20-63780	2014 FREIGHTLINER-	\$0.00	\$0.00
9164	2022 MEMBERSHIP	ALMAGUIN ROAD SUPERINTENDENTS ASSOCIATION, P.O. BOX 404, SOUTH RIVER, ON, P0A 1X0	02/01/22	\$160.00	\$160.00	10-20-63065	PUBLIC WORKS MAT &	\$0.00	(\$203.52)
9669	75611	SERVICE ONE MUFFLERS, 400D KIRKPATRICK ST, NORTH BAY, ON, P1B 8G5	02/01/22	\$38.26	\$38.26	10-20-63520	2011 FREIGHTLINER-	\$0.00	\$0.00
	75611	02/01/22 EXHAUST FLUID	02/01/22	\$38.25	\$38.25	10-20-63560	2013 FREIGHTLINER	\$0.00	\$0.00
	75611	02/01/22 EXHAUST FLUID	02/01/22	\$38.26	\$38.26	10-20-63780	2014 FREIGHTLINER-	\$0.00	\$0.00
Total PUBLIC WORKS									
\$29,415.52									
ENVIRONMENT									
8806	585934	JIM MOORE PETROLEUM, 66 GIBSON STREET, P.O. BOX 508, NORTH BAY , ON, P1B 8J1	02/01/22	\$414.16	\$414.16	10-25-64830	GARBAGE VEHICLE	\$0.00	\$0.00
	586702	02/01/22 FUEL FOR GARBAGE TRUCK	02/01/22	\$544.59	\$544.59	10-25-64830	GARBAGE VEHICLE	\$0.00	\$0.00
8962	2421866340	ROGERS AT&T, P.O. BOX 9100, DON MILLS , ON, M3C 3P9	02/01/22	\$4.83	\$4.83	10-25-64910	LANDFILL SITE-	\$0.00	(\$102.57)
		02/01/22 LANDFILL SITE-CELL							
8975	JAN22ML	SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY , ON, P1B 2T7	01/29/22	\$210.41	\$210.41	10-25-64940	RECYCLING PROGRAM	\$0.00	(\$210.41)
		01/25/22 CANADA POST - RECLYING FLIERS							
Total ENVIRONMENT									
\$1,173.99									
WATER									
8751	6542	EVAN HUGHES EXCAVATING, 118 HIGHWAY 534, POWASSAN , ON, P0H 1Z0	02/01/22	\$814.08	\$814.08	10-30-64530	WATER DISTRIBUTION-	\$0.00	\$0.00
8792	200025335054	222 02/01/22 WATER DISTRIBUTION-MAT/SUPPLIES	02/01/22	\$175.55	\$175.55	10-30-64530	WATER DISTRIBUTION-	\$0.00	\$0.00
8907	19218	ONTARIO CLEAN WATER AGENCY, , 2085 HURONTARIO ST. SUITE 500, MISSISSAUGA, ON, L5A 4G1	02/01/22	\$8,906.83	\$8,906.83	10-30-64720	WATER-OCWA	\$0.00	\$0.00
		02/01/22 WATER SERVICE							
Total WATER									
\$9,896.46									

**Municipality of Powassan
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InvoiceNumber Date Description Invoice Amt Approved Amt Account Number Account Description Budgeted \$ YTD Balance

SEWER

8907 ONTARIO CLEAN WATER AGENCY, 2085 HURONTARIO ST. SUITE 500, MISSISSAUGA, ON, L5A 4G1 10-40-64120 SEWERS-OCWA \$0.00 \$0.00
19218 02/01/22 WWT LAGOON 02/01/22 \$5,546.33 \$5,546.33
\$5,546.33

Total SEWER

\$5,546.33

BUILDING DEPARTMENT

8962 ROGERS AT&T, P.O. BOX 9100, DON MILLS, ON, M3C 3P9 02/01/22 CBO CELL 02/01/22 \$20.80 \$20.80 BUILDING INSPECTOR- (\$337.27)
2421866340 02/01/22 CBO CELL
8975 SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY, ON, P1B 2T7 01/30/22 \$1.46 \$1.46 BUILDING INSPECTOR- (\$337.27)
JAN22MM2 01/25/22 APPLE ICLOUD - MM 01/30/22 \$335.81 \$335.81 BUILDING INSPECTOR- (\$337.27)
JAN22MM3 01/25/22 OBOA - MM MEMBERSHIP 02/01/22 \$337.27 \$337.27

Total BUILDING DEPARTMENT

\$358.07

PROTECTION TO PERSONS & PROPERTY

8855 MINISTER OF FINANCE - OPP, 33 KING ST W, PO BOX 647, OSHAWA, ON, L1H 8X3 02/01/22 \$40,600.00 \$40,600.00 POLICING-OPP \$0.00
281101220934080 02/01/22 MONTHLY POLICING 02/01/22 \$40,600.00 \$40,600.00 POLICING-OPP \$0.00
281901221032009 02/01/22 MONTHLY POLICING RIDE 02/01/22 \$1,241.29 \$1,241.29 \$41,841.29 BY-LAW \$0.00
8962 ROGERS AT&T, P.O. BOX 9100, DON MILLS, ON, M3C 3P9 02/01/22 MLEO CELL 02/01/22 \$19.40 \$19.40 \$0.00
2421866340 02/01/22 MLEO CELL

Total PROTECTION TO PERSONS & PROPERTY

\$41,860.69

RECREATION

8792 HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO, ON, M5W 3L3 02/01/22 SHCC-MAT/SUPPLIES HYDRO 02/01/22 \$144.43 \$144.43 SHCC-MAT/SUPPLIES \$0.00
200093240842 222 02/01/22 SHCC-MAT/SUPPLIES HYDRO 02/01/22 \$144.43 \$144.43 SHCC-MAT/SUPPLIES \$0.00
8962 ROGERS AT&T, P.O. BOX 9100, DON MILLS, ON, M3C 3P9 02/01/22 REC/GAP CELL 02/01/22 \$19.39 \$19.39 RECREATION-ADMIN- \$0.00
2421866340 02/01/22 REC/GAP CELL

Total RECREATION

\$163.82

Municipality of Powassan
A/P Preliminary Cheque Run
 (Council Approval Report)

InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
TROUT CREEK COMMUNITY CENTRE									
8792	200109358575	222 HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO, ON, M5W 3L3	02/01/22	\$1,014.64	\$1,014.64	10-75-61610	HYDRO	\$0.00	\$0.00
8962	2421866340	02/01/22 TCCC CELL	02/01/22	\$19.18	\$19.18	10-75-61550	TELEPHONE & FAX &	\$0.00	(\$225.00)
9176	3157432	02/01/22 PEST CONTROL	02/01/22	\$123.13	\$123.13	10-75-61820	MAINTENANCE	\$0.00	(\$670.41)
Total TROUT CREEK COMMUNITY CENTRE									
SPORTSPLEX									
8792	200126071473	222 HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO, ON, M5W 3L3	02/01/22	\$8,405.39	\$8,405.39	10-80-61610	HYDRO	\$0.00	\$0.00
8962	2421866340	02/01/22 SPORTSPLEX CELL	02/01/22	\$19.20	\$19.20	10-80-61550	TELEPHONE & FAX	\$0.00	\$0.00
8975	JAN22MH	01/25/22 HIP INSTANT INK - PRINTER CARTRIDGE	01/25/22	\$5.99	\$5.99	10-80-61555	OFFICE EXPENSES	\$0.00	(\$255.99)
	JAN22KE	01/31/22 OSHELLS - BAR SUPPLIES	01/31/22	\$13.01	\$13.01	10-80-61982	SPORTSPLEX BAR	\$0.00	\$0.00
	JAN22KE2	01/31/22 OSHELLS - BAR SUPPLIES	01/31/22	\$70.18	\$70.18	10-80-61982	SPORTSPLEX BAR	\$0.00	\$0.00
	JAN22KE3	01/31/22 AGCO - SPORTSPLEX LICENSE	01/31/22	\$300.00	\$300.00	10-80-61982	SPORTSPLEX BAR	\$0.00	\$0.00
8992	3662797	02/01/22 TSSA	02/01/22	\$299.17	\$299.17	10-80-61940	EQUIPMENT-REPAIRS &	\$0.00	\$0.00
10447	1424128	02/01/22 DEHUMIDIFIER REPAIRS	02/01/22	\$315.00	\$315.00	10-80-61940	EQUIPMENT-REPAIRS &	\$0.00	\$0.00
Total SPORTSPLEX									
CEMETERIES									
8792	200212441081	222 HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO, ON, M5W 3L3	02/01/22	\$30.30	\$30.30	10-85-65110	CEMETRY-SERVICE-	\$0.00	\$0.00
Total CEMETERIES									
									Total Bills To Pay:
									\$120,124.89

**Municipality of Powassan
A/P Preliminary Cheque Run
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Vendor	Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
GENERAL GOVERNMENT										
	8890	151908	NORTH BAY MAT RENTAL, BOX 462, NORTH BAY, ON, P1B 8J1	02/03/22	\$5.40	\$5.40	10-10-61640	OFFICE & EQUIPMENT	\$0.00	(\$320.54)
			02/03/22 MAT RENTALS			\$15.25				
	9123	2022	MARKUS WAND, RR # 4, POWASSAN, ON, P0H 1Z0	02/03/22	\$720.00	\$720.00	10-10-61028	MARKUS WAND	\$0.00	\$0.00
			02/03/22 CELL PHONE			\$720.00				
	9124	2022	KIMBERLY BESTER, , TROUT CREEK, ON, P0H 2L0	02/03/22	\$720.00	\$720.00	10-10-61550	TELEPHONE & FAX	\$0.00	(\$245.95)
			02/03/22 CELL PHONE			\$720.00				
	9194	2022-36	NORTH BAY MATTAWA CONSERVATION AUTHORITY, 15 JANEY AVENUE, NORTH BAY, ON, P1C 1N1	02/03/22	\$250.00	\$250.00	10-10-61030	DONATIONS MADE	\$0.00	\$0.00
			02/03/22 anniversary celebration			\$250.00				
	9398	2022 CELL	LESLEY MARSHALL, , , ,	02/03/22	\$720.00	\$720.00	10-10-61550	TELEPHONE & FAX	\$0.00	(\$245.95)
			02/03/22 CELL PHONE			\$720.00				
	9585	2022	DAVE BRITTON, BOX 333, 20 VALLEY VIEW DR E, POWASSAN, ON, P0H 1Z0	02/03/22	\$720.00	\$720.00	10-10-61027	D.BRITTON- COUNCIL	\$0.00	\$0.00
			02/03/22 CELL PHONE			\$720.00				
	9720	2022003	TERRY LANG COMPUTER CONSULTING, 133 CLOVERBRAE CRES., NORTH BAY, ON, P1A 4J4	02/03/22	\$7,392.30	\$7,392.30	10-10-61570	COMPUTERS	\$0.00	(\$2,473.88)
			02/03/22 NETWORK MAINTENANCE			\$8,208.82				
	9768	1899839-1	OFFICE CENTRAL, 60 LEEK CRESCENT, RICHMOND HILL, ON, L4B 1H1	02/03/22	\$4.06	\$4.06	10-10-61540	OFFICE SUPPLIES	\$0.00	(\$420.46)
			02/03/22 CLIPS			\$4.51				
	10061	FEB 2022	MANULIFE FINANCIAL, PREMIUM ADMINISTRATION (VO), P.O. BOX 1627, WATERLOO, ON, N2J4P4	02/03/22	\$147.64	\$147.64	10-10-24600	A/R LIBRARY BOARD	\$0.00	(\$1,482.04)
			02/03/22 LIBRARY LIFE/DISABILITY INS			\$1,028.05				
			02/03/22 OFFICE LIFE/DISABILITY INS			\$1,175.69				
	10236	58667258	XEROX CANADA LTD., P.O. BOX 4539 STN A, TORONTO, ON, M5W 4P5	02/03/22	\$106.35	\$106.35	10-10-61600	POSTAGE/COURIER/CO	\$0.00	(\$356.16)
			02/03/22 PER COPY CHARGES			\$118.10				
						\$14,883.97				
Total GENERAL GOVERNMENT										
250 CLARK										
	8890	151908	NORTH BAY MAT RENTAL, BOX 462, NORTH BAY, ON, P1B 8J1	02/03/22	\$48.62	\$48.62	10-12-61525	250 CLARK-JANITORIAL	\$0.00	(\$374.90)
			02/03/22 MAT RENTALS			\$48.62				
	9758	845520060023063	BELL TV, P.O. BOX 3250, STATION DON MILLS, NORTH YORK, ON, M3C 4C9	02/03/22	\$119.41	\$119.41	10-12-61757	FITNESS CENTRE@250	\$0.00	\$0.00
			02/03/22 BELL TV - FITNESS CENTRE			\$119.41				
	10061	FEB 2022	MANULIFE FINANCIAL, PREMIUM ADMINISTRATION (VO), P.O. BOX 1627, WATERLOO, ON, N2J4P4	02/03/22	\$108.75	\$108.75	10-12-61525	250 CLARK-JANITORIAL	\$0.00	(\$374.90)
			02/03/22 250 CLARK			\$108.75				

**Municipality of Powassan
A/P Preliminary Cheque Run
(Council Approval Report)**

Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
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Total 250 CLARK

\$276.78

FIRE DEPARTMENT

8792	200095870626	222 HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO, ON, M5W 3L3	02/03/22	\$226.83	\$226.83	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$1,557.69)
8890	150326	NORTH BAY MAT RENTAL, BOX 462, NORTH BAY, ON, P1B 8J1	02/03/22	\$17.55	\$17.55	10-15-62010	FIRE DEPT.-	\$0.00	\$0.00
	151909	02/03/22 MAT RENTAL	02/03/22	\$17.55	\$17.55	10-15-62010	FIRE DEPT.-	\$0.00	\$0.00
9059	7057246880	0122 BELL CANADA, PO BOX 9000, NORTH YORK, ON, M3C 2X7	02/03/22	\$33.47	\$33.47	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$1,557.69)
10061	FEB 2022	MANULIFE FINANCIAL, PREMIUM ADMINISTRATION (VO), P.O. BOX 1627, WATERLOO, ON, N2J4P4	02/03/22	\$181.30	\$181.30	10-15-61510	BENEFITS	\$0.00	(\$497.45)
10553	6556	FLUENT IMS, P.O. BOX 580, BROCKVILLE, ON, K6V 5V7	02/03/22	\$1,322.88	\$1,322.88	10-15-62000	FIRE DEPT.	\$0.00	(\$51.60)
		02/03/22 FIRE DEPT PAGING		\$1,322.88	\$1,322.88				
Total FIRE DEPARTMENT				\$1,799.58					

PUBLIC WORKS

8687	4085	FREIGHTLINER NORTH BAY, 40 COMMERCE COURT, NORTH BAY, ON, P1A 0B4	02/01/22	\$263.07	\$263.07	10-20-63520	2011 FREIGHTLINER-	\$0.00	\$0.00
	4085	02/01/22 AIR DRIERS	02/01/22	\$263.07	\$263.07	10-20-63560	2013 FREIGHTLINER	\$0.00	\$0.00
	RN04331	02/01/22 AIR COMPRESSOR REPAIRS	02/01/22	\$7,758.26	\$7,758.26	10-20-63560	2013 FREIGHTLINER	\$0.00	\$0.00
	4085	02/01/22 AIR DRIERS	02/01/22	\$263.06	\$263.06	10-20-63780	2014 FREIGHTLINER-	\$0.00	\$0.00
	RN04327	02/01/22 ENGINE LIGHT	02/01/22	\$401.09	\$401.09	10-20-63780	2014 FREIGHTLINER-	\$0.00	\$0.00
	RN04388	02/01/22 BATTERY REPLACEMENTS AND REPAIRS	02/01/22	\$949.75	\$949.75	10-20-63780	2014 FREIGHTLINER-	\$0.00	\$0.00
	RN04438	02/01/22 AXLE AND ENGINE REPAIRS	02/01/22	\$1,706.05	\$1,706.05	10-20-63780	2014 FREIGHTLINER-	\$0.00	\$0.00
8823	135679	LEWIS MOTOR SALES (NORTH BAY), HWY #11 & HWY #17, P.O. BOX 1257, NORTH BAY, ON, P1B 8K5	02/01/22	\$356.16	\$356.16	10-20-63560	2013 FREIGHTLINER	\$0.00	\$0.00
	135739	02/01/22 TOW CHARGE	02/01/22	\$356.16	\$356.16	10-20-63780	2014 FREIGHTLINER-	\$0.00	\$0.00
10061	FEB 2022	MANULIFE FINANCIAL, PREMIUM ADMINISTRATION (VO), P.O. BOX 1627, WATERLOO, ON, N2J4P4	02/03/22	\$1,119.50	\$1,119.50	10-20-63050	PUBLIC WORKS-	\$0.00	(\$2,986.05)
		02/03/22 PW LIFE/DISABILITY INS.		\$1,119.50	\$1,119.50				
Total PUBLIC WORKS				\$13,436.17					

ENVIRONMENT

8792	200051438461	222 HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO, ON, M5W 3L3	02/03/22	\$450.62	\$450.62	10-25-64910	LANDFILL SITE-	\$0.00	(\$102.57)
		02/03/22 LANDFILL SITE-MAT/SUPPLIES HYDRO		\$450.62	\$450.62				
Total PUBLIC WORKS				\$450.62					

**Municipality of Powassan
A/P Preliminary Cheque Run
(Council Approval Report)**

Vendor	InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
	10061	FEB 2022	MANULIFE FINANCIAL, PREMIUM ADMINISTRATION (VO), P.O. BOX 1627, WATERLOO, ON, N2J4P4	02/03/22	\$102.57	\$102.57	10-25-61510	BENEFITS	\$0.00	(\$223.81)
						\$102.57				
						\$553.19				
Total ENVIRONMENT										
<u>WATER</u>										
	9059	02/03/22	BELL CANADA, PO BOX 9000, NORTH YORK, ON, M3C 2X7	02/03/22	\$44.36	\$44.36	10-30-64510	WATER PUMPHOUSE-	\$0.00	(\$76.31)
	7057243319	0122	02/03/22 WATER PUMP HOUSE PHONE			\$44.36				
Total WATER										
<u>BUILDING DEPARTMENT</u>										
	10061	FEB 2022	MANULIFE FINANCIAL, PREMIUM ADMINISTRATION (VO), P.O. BOX 1627, WATERLOO, ON, N2J4P4	02/03/22	\$260.89	\$260.89	10-45-62700	BUILDING INSPECTOR	\$0.00	(\$528.48)
						\$260.89				
Total BUILDING DEPARTMENT										
<u>PROTECTION TO PERSONS & PROPERTY</u>										
	8855	282801221018013	MINISTER OF FINANCE - OPP, 33 KING ST W, PO BOX 647, OSHAWA, ON, L1H 8X3	02/03/22	\$1,838.96	\$1,838.96	10-50-62500	POLICING-OPP	\$0.00	\$0.00
		282801221018013	02/03/22 MONTHLY POLICING			\$0.00	10-50-62500	POLICING-OPP	\$0.00	\$0.00
			02/03/22 MONTHLY POLICING ride program			\$1,838.96				
Total PROTECTION TO PERSONS & PROPERTY										
<u>RECREATION</u>										
	9059	02/03/22	BELL CANADA, PO BOX 9000, NORTH YORK, ON, M3C 2X7	02/03/22	\$37.29	\$37.29	10-55-67410	SHCC-MAT/SUPPLIES	\$0.00	\$0.00
	7057245689	0122	02/03/22 SHCC MONTHLY PHONE BILL			\$37.29				
Total RECREATION										
<u>PLANNING & DEVELOPMENT</u>										
	9780	EPT003361	LOCAL AUTHORITY SERVICES LTD, 200 UNIVERSITY AVENUE, SUITE 801, TORONTO, ON, M5H 3C6	02/03/22	\$279.84	\$279.84	10-70-68020	GREEN PLAN	\$0.00	\$0.00
			02/03/22 ENERGY PLANNING TOOL			\$279.84				
Total PLANNING & DEVELOPMENT										

Municipality of Powassan
A/P Preliminary Cheque Run
 (Council Approval Report)

InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
TROUT CREEK COMMUNITY CENTRE									
8862	02/03/22	MOORE PROPANE LIMITED, 56 GIBSON ST, NORTH BAY , ON, P1B 8Z4	02/03/22	\$10.00	\$10.00	10-75-61800	SUPPLIES	\$0.00	(\$50.99)
1087721					\$10.00				
10061	02/03/22	MANULIFE FINANCIAL, PREMIUM ADMINISTRATION (VO), P.O. BOX 1627, WATERLOO, ON, N2J4P4	02/03/22	\$196.35	\$196.35	10-75-61510	BENEFITS	\$0.00	(\$463.31)
FEB 2022		02/03/22 TCCC LIFE/DISABILITY INS.		\$196.35	\$196.35				
					\$206.35				
Total TROUT CREEK COMMUNITY CENTRE									
SPORTSPLEX									
10061	02/03/22	MANULIFE FINANCIAL, PREMIUM ADMINISTRATION (VO), P.O. BOX 1627, WATERLOO, ON, N2J4P4	02/03/22	\$196.35	\$196.35	10-80-61510	BENEFITS	\$0.00	(\$463.31)
FEB 2022		02/03/22 SP LIFE/DISABILITY INS.		\$196.35	\$196.35				
10116	02/03/22	COUGHLIN'S ZAMBONI, 2670 CHISWICK LINE, CHISHOLM, ON, P0H1Z0	02/03/22	\$966.97	\$966.97	10-80-61930	ZAMBONI-REPAIRS &	\$0.00	(\$66.52)
356223		02/03/22 OIL LEAK IN HYDRAULICS		\$966.97	\$966.97				
10143	02/03/22	BLACK & MCDONALD LTD, 328 Green Rd, Stoney Creek, ON, , L8E 2B2	02/03/22	\$511.85	\$511.85	10-80-61940	EQUIPMENT-REPAIRS &	\$0.00	\$0.00
43-1268578		02/03/22 OIL PRESSURE IN COMPRESSOR 1		\$511.85	\$511.85				
43-1268582	02/03/22	TOP END SERVICE COMPRESSOR 1	02/03/22	\$3,881.31	\$3,881.31	10-80-61940	EQUIPMENT-REPAIRS &	\$0.00	\$0.00
				\$4,393.16	\$4,393.16				
Total SPORTSPLEX									
Total Bills To Pay:									\$39,173.86