



The Municipality of Powassan

AGENDA

Regular Council meeting to be held

Tuesday, November 22, 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

2.1 Appoint Deputy Mayor

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 September 20, 2022

6.2 Special Council meeting of October 27, 2022

7. MINUTES AND REPORTS FROM COMMITTEES OF COUNCIL

7.1 Maple Syrup Festival Committee meeting of November 2, 2022

7.2 Recreation Committee Minutes July 20, 2022

7.3 Recreation/Trout Creek Community Centre minutes September 14, 2022

7.4 Recreation/Trout Creek Community Centre minutes October 12, 2022

8. MINUTES AND REPORTS FROM APPOINTED BOARDS

8.1 District of Parry Sound Social Services Administration Board – CAO's Report October 2022

8.2 District of Parry Sound Social Services Administration Board – CAO's Report November 2022

8.3 Police Service Board minutes October 17, 2022

8.4 District of Parry Sound Social Service Administration Board – Board Appointments Information

9. STAFF REPORTS

9.1 Director of Public Works & Engineering – RFP 2022-07 Queens Avenue Detailed Survey

9.2 Director of Corporate Services – RFP Integrity Commissioner Services

9.3 Deputy Clerk – Jardine Severance Application – Valley View Drive West

9.4 Deputy Clerk – Wand Severance Application – Memorial Park Drive

9.5 Notice of Public Meeting – Zoning By-law Amendment 505 Peever Line

9.6 Director of Public Works & Engineering – Acquisition of Fairview Lane

9.7 Director of Public Works & Engineering – Connecting Link Maintenance

10. BY-LAWS

10.1 By-law 2022-26 Appoint Integrity Commissioner

11. UNFINISHED BUSINESS

11.1 Protective Services Official – FAIM International Consent Certification – Amend Resolution 2022-10

12. NEW BUSINESS

- 12.1 Knight Piesold- Landfill Capacity Update
- 12.2 Minister of Finance – Ontario Municipal Partnership Fund (OMPF) 2023 Allocations
- 12.3 Parry Sound Emergency Medical Service Advisory Committee
- 12.4 Ontario Clean Water Agency – Water and Wastewater Systems – Quarterly Operations Report
- 12.5 Ministry of the Environment – Inspection Report – Powassan Drinking Water System
- 12.6 North Bay Mattawa Conservation Authority – Board Appointments
- 12.7 Property Owner Request – McDonald Street Road Allowance
- 12.8 Councillor Hall – Verbal, Communication to Council regarding events

13. CORRESPONDENCE

- 13.1 Municipality of East Ferris – Resolution regarding Child Care Workforce
- 13.2 McIntosh Perry – Notice of Study
- 13.3 Minister Steve Clark – Ministry of Municipal Affairs and Housing
- 13.4 Prime Minister's Award – Call for Nominations for Educators
- 13.5 Township of Nipissing – Resolution regarding Eastholme Home for the Aged Board of Management

14. ADDENDUM

15. ACCOUNTS PAYABLE – deferred

16. NOTICE OF SCHEDULE OF COUNCIL AND BOARD MEETINGS

17. PUBLIC QUESTIONS

18. CLOSED SESSION

- 18.1 Adoption of Closed Session minutes of September 20, 2022
- 18.2 Identifiable Individual-Section 239(2)(b) of the Municipal Act and under 6(1)(b) of the Procedural Bylaw- matters regarding an identifiable individual, including municipal or local board employees
- 18.3 Identifiable Individual-Section 239(2)(b) of the Municipal Act and under 6(1)(b) of the Procedural Bylaw- matters regarding an identifiable individual, including municipal or local board employees
- 18.4 Identifiable Individual-Section 239(2)(b) of the Municipal Act and under 6(1)(b) of the Procedural Bylaw- matters regarding an identifiable individual, including municipal or local board employees

MOTION TO ADJOURN



Resolution no. 2022 - _____

Date: November 22, 2022

Moved by _____

Seconded by _____

That Councillor Markus Wand be appointed as Deputy Mayor for the 2023-2026 term of Council.

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 Leo Patey					

DATE OF COUNCIL MTG.	November 22/22
AGENDA ITEM #	2.1

The Municipality of
Powassan

Council Meeting
Tuesday, September 20, at 7:00 pm
Powassan Council Chambers

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

Absent: Markus Wand, Councillor

Staff: Allison Quinn, Acting Deputy Clerk
Brayden Robinson, Treasurer
Terry Lang, IT

Disclosure of Monetary Interest and General Nature Thereof: None.

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- 2022-292** Moved by: R. Hall Seconded by: D. Britton
That the agenda of the Regular Council Meeting of September 20, 2022, be approved as amended:
Addition of Item 14.1 – Truth and Reconciliation Day – September 30, 2022 **Carried**
- 2022-293** Moved by: D. Britton Seconded by: R. Hall
That the minutes of the Regular meeting of Council of August 16, 2022, be adopted. **Carried**
- 2022-294** Moved by: R. Hall Seconded by: D. Britton
That the minutes from the District of Parry Sound Social Services Administration Board's
Chief Administrative Officer's Report dated September 2022, be received. **Carried**
- 2022-295** Moved by: D. Britton Seconded by: R. Hall
That the memo from Treasurer/director of Corporate Services B. Robinson, regarding the
Q3 Budget Variance Report, be received. **Carried**
- 2022-296** Moved by: R. Hall Seconded by: D. Britton
That the memo from Treasurer/Director of Corporate Services B. Robinson, regarding the
Right to disconnect Policy, be received,

AND FURTHER that Human Resource Policy 3.16 – Right to Disconnect be adopted as
presented. **Carried**
- 2022-297** Moved by: D. Britton Seconded by: R. Hall
That By-Law 2022-25, being a By-Law to deem part of registered Plan 43 in the Municipality
of Powassan not to be part of a registered plan of subdivision for the purposes of Section 50(4)
of the Planning Act,

To be **READ** a **FIRST** and **SECOND** time and considered **READ** a **THIRD** and **FINAL** time
and adopted as such in open Council meeting this the 20th day of September 2022. **Carried**

DATE OF COUNCIL MTG.	Nov 30/22
AGENDA ITEM #	6.1

2022-298

Moved by: D. Britton

Seconded by: R. Hall

That the following individuals be appointed to the Municipal Property Standards Committee:

- Sheila Latour
- Wayne Lang
- Diane Cole

And that per the requirements under By-Law 2013-14, should an adequate number of members not be present at any time whereby an appeal needs to be heard, a member of council will serve as a member.

Carried

2022-299

Moved by: D. Britton

Seconded by: R. Hall

That the correspondence from Mr. Brian Piper dated August 23, 2022, regarding the re-alignment of a culvert on Birch Street, be received.

Carried

2022-300

Moved by: R. Hall

Seconded by: D. Piekarski

That the correspondence regarding the Ontario Wildlife Damage Compensation Program, be received,

AND,

WHEREAS the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) administers the Ontario Wildlife Damage Compensation Program to provide compensation to farm producers for livestock killed by wildlife;

AND WHEREAS Ontario Municipalities administer the Program on behalf of OMAFRA by appointing Livestock Investigators and staff to work on wildlife damage claims;

AND WHEREAS the costs associated with wildlife damage claims exceed the administration free of \$50.00 per claim as provided to the Municipality by OMAFRA;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Powassan request the Ministry of Agriculture, Food and Rural Affairs review the administration fee provided to Municipalities for the administration of the Ontario Wildlife Compensation Program;

AND FURTHER THAT this resolution be circulated to the Association of Municipalities of Ontario and all Ontario Municipalities for their consideration and support.

Carried

2022-301

Moved by: R. Hall

Seconded by: D. Piekarski

WHEREAS the Truth and Reconciliation Commission (TRC) released its final report on June 2, 2015, which included 94 Calls to Action to redress the legacy of residential schools and advance the process of Canadian reconciliation;

AND WHEREAS the recent discoveries of remains and unmarked graves across Canada have led to increased calls for all levels of government too address the recommendations in the TRC's Calls to Action;

AND WEHREAS all Canadians and all orders of government have a role to play in reconciliation;

AND WHEREAS Recommendation #80 of the Truth and Reconciliation Commission called upon the Federal Government collaboration with Aboriginal peoples, to establish, as a statutory holiday, a National Day for Truth and Reconciliation to ensure that public commemoration of the history and legacy of residential schools remains a vital component of the reconciliation process;

AND WHEREAS the Federal Government announced on September 30th, 2021 the first National Day for Truth and Reconciliation (National Orange Shirt Day) and a statutory holiday;

THEREFORE, BE IT RESOLVED that the Council for the Municipality of Powassan does hereby commit to recognizing September 30, 2022, as the National Day for Truth and Reconciliation (National Orange Shirt Day) by sharing the stories of residential school survivors, their families, and communities.

Carried

2022-302 Moved by: R. Hall Seconded by: D. Piekarski
That the accounts payable listing reports of August 16-29, 2022, be approved for payment. **Carried**

2022-303 Moved by: R. Hall Seconded by: D. Piekarski
That Council now adjourns to closed session at 8:21 p.m. to discuss:
18.1 Adoption of Closed Session minutes of August 16, 2022.
18.2 Labour Relations – Section 239(2)(d) of the Municipal Act and under 6(1)(d) of the Procedural Bylaw – matters regarding labour relations or employee negotiations.
18.3 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.
18.4 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. **Carried**

2022-304 Moved by: R. Hall Seconded by: D. Piekarski
That Council now reconvenes to regular session at 8:48 p.m. **Carried**

2022-305 Moved by: R. Hall Seconded by: D. Piekarski
That Council now adjourns at 8:51 p.m. **Carried**

Mayor

Acting Deputy Clerk

The Municipality of
Powassan

Special Council Meeting
October 27, at 7:00 pm
Powassan Council Chambers

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

Staff: Lesley Marshall, Acting Clerk
Brayden Robinson, Treasurer
Terry Lang, IT

Disclosure of Monetary Interest and General Nature Thereof: None.

Item 5.0 R. Hall – named in motion

- | | | | |
|-----------------|--|-------------------------|----------------|
| 2022-306 | Moved by: M. Wand
That the agenda of the Special Council Meeting of October 27, 2022, be approved | Seconded by: D. Britton | Carried |
| 2022-307 | Moved by: D. Britton
That a recount be conducted for all offices included on the composite Municipal ballot for the 2022 Municipal Election | Seconded by: M. Wand | Carried |
| 2022-308 | Moved by: M. Wand
That Council now adjourns at 7:06 p.m. | Seconded by: D. Britton | Carried |

Mayor

Acting Clerk

DATE OF COUNCIL MTG.	Nov 22/22
AGENDA ITEM #	6.2.

**POWASSAN MAPLE SYRUP FESTIVAL COMMITTEE
MEETING MINUTES
NOVEMBER 2, 2022**

Meeting called to order at 6:05 pm. with the following members in attendance:

Mary Heasman / Monika Gibbings / Joann Long / Paul Long / Lori Costello / Andy Straughan / Audrey Matthews / Dave Matthews / Roger Glabb

With regrets: Mike Odrowski and Harry Kessel

New volunteers in attendance: Christine Wendover / Darlene Stone Aro / Diane Young and Sandy Rumford.

Municipal staff in attendance: Kim Bester / Kathy Hogan / Allison Quinn

1. New Business

Election of Chair / Co-Chair: Roger Glabb agreed to take over the Chair position again. No co-chair was determined; this item will be re-addressed at the December meeting.

A municipal councilor will be designated for the committee and it may be appropriate for this person to be the Co-Chair.

Financials Update: Committee members reviewed provided information and had several questions:

Funding revenue and revenue from promotional items (shopping bags / t shirts and hats) wasn't showing. Kim Bester to review budget spreadsheet and provide clarification and additional information regarding this:

Municipality of Powassan Involvement: The committee was advised that the municipality wanted to play a more active role in the committee and festival. Municipal financial contributions (salaries for office, public works and Sportsplex staff) have been substantial for the past several years (approximately \$30,000). Municipal involvement also included the use of the Sportsplex for the day. As well, given that the festival takes place within the municipality insurance and liability concerns were noted.

Staff indicated that the municipality is very supportive of the festival and cognizant of the value that it holds for the community. It simply wanted to have some involvement and oversight over budget planning, and the aim was to ensure that the festival was profitable (if possible) and that it could be sustained for years to come.

It was proposed that the festival committee would operate similar to the Recreation and other committees, where Council would have involvement in planning, budgeting, etc.

Vendors – Fee Discussions: Members discussed potential options for increasing revenues by increasing vendor fees; potentially doubling or at least increasing significantly.

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Attractions for 2023 Festival: Members discussed ways to potentially decrease expenses, either by scaling back/reducing the number of attractions, etc., or by determining if there were options for shorter, less costly shows, etc.

Roger Glabb indicated that the Powassan Legion members might be interested in holding a pancake breakfast this year, in order to raise funds. If this is the case the Kidz Zone would have to be relocated IF we are to have the Kidz Zone attraction this year.

Funding options were discussed – staff advised that at this time there is no Provincial or Federal funding that would be appropriate. It was suggested that there may be other private funding; staff to research.

Sportsplex Vendor Coordinator Role: Members were advised that the coordinator would like to step back her involvement and that another volunteer could be assisted in taking this role over.

Other Discussions:

A volunteer for the Vendor Coordinator role would assist in decreasing municipal financial involvement.

The Chair to organize a meeting with OPP, EMS and the Municipal fire department to discuss associated costs, concerns/items to be addressed, and to initiate the creation of a Safety Plan for the festival.

The budget will be put together prior to the January meeting and presented to Council for approval.

Next meeting – December 7, 2022 – 6 pm – Maple Room

Minutes Approved by: _____ Recorded by: _____
Roger Glabb, Chair Kim Bester, Secretary

Recreation Committee Minutes July 20, 2022

Attendees: Gerry Giesler, Mallory Slingerland, Kim Lindsey, Tyson Hummel, Jeff Eckensviller, Doug Thompson, Peter McIsaac, Ted Hummel

Staff: Allison Quinn

Absent with Regrets: Markus Wand, Wendy Carrothers, Brian Eckensviller, Chris Varey, Dale Jardine, Jeff Conrad, Randy Hall, Elva Taggart, Karen Chadbourn, Trina Hummel,

1. Call to Order @ 7:00 p.m.

2. Agenda

Moved by: K. Lindsey

Seconded by: M. Slingerland

Passed with the amendment that Item 9 be changed to Trout Creek Community Centre Board; Item 10 will be Community Updates, Item 11 will be Next Meeting, Item 12 will be Adjournment for future agendas.

Motion Carried

3. Disclosure of Pecuniary Interest – None

4. Minutes

- No minutes presented.

5. Presentations - None

6. Correspondence – None

7. Outstanding Business

a) Sportsplex Updates

- A hockey skills camp would like to book ice for August 29 – September 2. Ice will be in late August. There is no dog show at the TCCC so could be put in earlier there if needed.
- Annual maintenance on the Sportsplex Zamboni has been scheduled.
- The Municipality is in the process of hiring for the position of Arena Manager. The position would manage the Sportsplex and the TCCC.

b) Beerfest

- There is discussion of Beerfest moving to the first weekend of June, and making it a larger event, including food trucks.

c) Canoe Regatta

- The Canoe Regatta had eight groups involved and was a family event. There was discussion of having two distances listed next year – one for those who want to do a

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10. Community Updates

- P. McIsaac proposed a resolution to combine the two boards; after some discussion G. Giesler read the final resolution.

Moved by: P. McIsaac Seconded by: K. Lindsey

That the Municipality of Powassan merge the Powassan Recreation Committee and the Trout Creek Community Centre Board, and that a new committee be formed.

Motion carried.

- The Board Development and structure, including a name, will be discussed at the next meeting.
- G. Giesler – used to do a hatchery program in the schools that may start up again. The equipment was being stored at the arena. A. Quinn will locate.
- D. Thompson - D. Rueck is to contact the municipality regarding hockey scheduling and a room for meetings at the Sportsplex
- J. Eckensviller – The Trout Creek Booster Club would like a member to sit on the new committee.
- K. Lindsey – Nothing new to report (Curling Club is off for the season)
- M. Slingerland – Nothing new to report
- Tyson Hummel – Nothing new to report
- Ted Hummel – Nothing new to report

11. **Next Meeting:** Wednesday, August 17 at 7 p.m.

12. Adjournment

Moved by: K. Lindsey Seconded by: D. Thompson

Meeting adjourned at 9 p.m.

Motion Carried.

Chair

Acting Deputy Clerk



Recreation/TCCC Committee Minutes September 14, 2022

Attendees: Gerry Giesler, Mallory Slingerland, Kim Lindsay, Tyson Hummel, Jeff Eckensviller, Peter McIsaac, Ted Hummel, Jeff Conrad, Randy Hall, Brian Eckensviller, Robyn Varey, Penny Desormiers

Staff: Shaun Geisler, Rob Giesler, Allison Quinn

Absent with Regrets: Markus Wand, Chris Varey, Trina Hummel, Doug Thompson

1. Call to Order @ 7:00 p.m.

2. Agenda

- Adoption of the Agenda of September 14, 2022

Moved by: M. Slingerland

Seconded by: K. Lindsay

Carried.

3. Disclosure of Pecuniary Interest – None

4. Minutes

- Approval of the minutes of July 20, 2022

Moved by: J. Eckensviller

Seconded by: M. Slingerland

Carried.

5. Presentations - None

6. Correspondence

- a) Resolution 2022-265 from the Municipality of Powassan Council meeting dated August 2, 2022

- The new committee will focus on recreation and events for the Municipality; facility upgrades, maintenance, equipment, etc. will be handled by municipal staff.
- The Trout Creek Agricultural Society will have an open invitation for a member to attend meetings.
- Updates from the Facilities Manager will be part of the agenda – as Item #7; this will include the Sportsplex (including the pool) and Trout Creek Community Centre.
- Trout Creek Carnival to be included as a regular item on the agenda.

- b) Formation of new committee:

- The committee will have a chair, a co-chair, a representative of the Curling Club, Powassan Minor Hockey, Powassan Figure Skating Club, Trout Creek Booster Club, and members of the public; a notice will be sent to a member if three consecutive meetings are missed.
- Quorum will be 50% plus 1; with the members right now, quorum would be nine.
- G. Giesler officially resigned as Chair of the Recreation Committee so a Chair can be named for the new combined committee.

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AGENDA ITEM #	7.3

- After a discussion, it was decided J. Eckensviller will be the chair, G. Giesler will be the Co-Chair.
- There was a discussion regarding a new name for the committee. This will be discussed at the next meeting.

7. Outstanding Business

a) Sportsplex Updates

- Compressors went on in August; there have been summer ice rentals, but more are needed.
- Everything is looking good; Zamboni needs some maintenance; dressing room #3 is being repaired after a flood in the spring.
- Curling Club ice was started last week.

Trout Creek Community Centre

- The Calvin Vollrath concert is happening on Friday, September 23rd in the upstairs hall.
- There was discussion regarding the timing of the ice going into the TCCC; R. Giesler will update the group; R. Giesler and B. Eckensviller will stay in contact regarding the men's league hockey.
- There are some teams from North Bay interested in using ice; R. Giesler will be contacting more teams; it was suggested that ringette teams be contacted as well.
- The ice resurfacer is scheduled for maintenance with the month.

b) Beerfest

- Beerfest will be moving to the first Saturday of June.

c) Canoe Regatta

- The Canoe Regatta is held on the weekend before Father's Day.

d) Fish Derby

- The Fish Derby is held the last day of the provincial free fishing week.

e) Trout Creek Playground Improvements

- Municipal staff is looking into this. J. Eckensviller has met with B. Robinson the municipal Treasurer.

f) Trails Funding

- No updates.

g) Carnival

- No updates.

8. New Business

a) Pool

- The pool is now closed and being winterized. It was suggested staff investigate lifeguard certification in order to secure more lifeguards for next year; this item will be part of facility updates moving forward.

b) FedNor Funding

- No updates.

c) Arena Canteen

- R. Giesler will have an update for the next meeting on both canteens – this will also be moved to facility updates.
- M. Slingerland informed the group that the bar and canteen went well for the first Voodoos game on September 10. The bar was moved back to under the stairs and K. Ellis helped with the canteen.

9. Trout Creek Community Centre Updates

- There was a discussion regarding a previous flood in the hall washrooms; S. Geisler informed the group that it was all taken care of.
- The beam on the lower level still needs to be fixed; as of right now there have been no contractors available to fix it.
- The arena needs a new water bottle filling station/fountain; this will be addressed in 2023.
- The TCCC digital sign has not been updated; staff will look into getting it done.

10. Community Updates

- B. Eckensviller – Will contact R. Giesler regarding ice time for the men's league hockey; there was a discussion regarding snow removal at the TCCC.
- P. McIsaac – Snow removal at the TCCC to be added to the next Public Works agenda; a public skating update will be given at the next meeting.
- M. Slingerland – The line dancers are back at 250 Clark, 9 am on Tuesday's and Thursday's and there is a seniors fitness class afterwards, at 10:15 am.
- K. Lindsay – Ice is started at the Curling Club; new members are welcome.
- R. Varey – There was discussion regarding booster club events at the TCCC; they have a Halloween party on October 28, 2022; R. Giesler will be contacted regarding skating.
- Tyson Hummel – T. Hummel asked if there was a fee to use the ball field for a private tournament; R. Giesler referenced the fee guide.
- Ted Hummel – Everything is set for the Calvin Vollrath show; S. Geisler will pick up the floats at the municipal office; Tyson and Ted will be bartending; R. Hall will be working the door; A. Quinn will find out ticket sale numbers;
- Staff will have updates on the last Calvin Vollrath show and the 2022 golf tournament at the next meeting.
- P. Desormiers – The Figure Skating Club's first practice was tonight; for the first time in a while they are at maximum capacity.
- S. Geisler – Suggested that a fee for use of the hall for funeral services (luncheons, etc.), be looked into, to cover the expense of staffing.

11. Next Meeting: Wednesday, October 12 at 7p.m. at 250 Clark.

12. Adjournment: Meeting adjourned at 9 p.m.

Moved by: K. Lindsey Seconded by: M. Slingerland

Carried.

Chair

Acting Deputy Clerk

Recreation/TCCC Committee Minutes October 12, 2022

Attendees: Mallory Slingerland, Tonya Eckensviller, Jeff Eckensviller, Brian Eckensviller, Chris Varey, Ted Hummel, Doug Thompson, Peter McIsaac, Penny Desormiers, Jared Dupuis

Staff: Shaun Geisler, Rob Giesler, Allison Quinn

Absent with Regrets: Markus Wand, Randy Hall, Gerry Giesler, Jeff Conrad, Trina Hummel, Donald Thompson, Kim Lindsay

1. Call to Order @ 7:00 p.m.

2. Agenda

- Adoption of the Agenda of October 12, 2022
Moving forward, Item 10 will be removed and included under Item 7.
Carried

3. Disclosure of Pecuniary Interest – None

4. Minutes

- Approval of the minutes of September 14, 2022
With the following changes: Item 8c will be corrected as such – K. Ellis helped at canteen (did not run it); Item 7c will be corrected as such – the Canoe Regatta is held the weekend before Father's Day, not on the same weekend.
Carried

5. Presentations - None

6. Correspondence – None

7. Facility Manager Updates (Sportsplex, TCCC, canteens)

- a. Fireworks in TC for New Years Eve – The plan is to do the fireworks this year, with public skating before. The fireworks will be right after skating, which is usually 4pm-5:30pm.
- b. Items from the last meeting:
 - Ice at TCCC – is scheduled to be ready for the weekend of October 23, when the men's league starts.
 - Contacting Ringette teams – S. Geisler has contacted the teams; has had no response to date.
 - Lifeguard certification info – staff has been in contact with the YMCA.
 - Canteen updates – both canteens have been rented.
 - Beam on lower level – R. Giesler is waiting for a quote to come in.
 - TCCC digital sign update – this has been taken care of and is now regularly updated.
 - Public Skating update – there have been two sessions at the Sportsplex; one was done last minute the second was planned and posted on the recreation calendar and Facebook;
 - Ballfields – there is a fee for the rental of the ballfields, it is in the user fee By-Law.

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AGENDA ITEM #	7.4

8. Outstanding Business

- a) **Beerfest** – M. Slingerland will help with tickets.
- b) **Canoe Regatta** – Scheduled for the weekend before Father's Day – (June 10, 2023)
- c) **Fish Derby** - Last weekend of July at the end of Provincial free fishing week
- d) **Trout Creek Playground Improvements** – This is on hold for this year.
- e) **Trails Funding** – Nothing new to report
- f) **Winter Carnival** – Family Day weekend – February 17, 18, 19; a subcommittee will be formed to finalize details of the carnival; S. Geisler will be the municipal representative on the subcommittee.
- g) **Fednor Funding** – Nothing new to report
- h) **Items from minutes:**
 - Name for combined committee – deferred until next meeting

9. New Business

- a) **Trail at end of Glendale Heights** – R. Giesler informed the group that there is a possibility access to the trail at the end of Glendale Heights that goes to the Pines could be closed.
- b) **Proposed change to Agenda** – It was agreed that Item 8 will be changed from Outstanding Business to Event Updates. Outstanding Business will be used for business arising from the previous meeting minutes.
- c) **TC Feed Store Tradeshow** – This will be a trade show and the date has changed to April 29/30, 2023. A. Quinn to invite the organizer to a meeting.

10. Trout Creek Community Centre Updates

- **Items from minutes:**
 - Update on Calvin Vollrath concert – 58 tickets were sold.
 - Update from last Calvin Vollrath concert – 95 tickets were sold.
 - Update from the 2022 TCCC golf tournament - \$3290.66 was the total revenue.
 - Update on Men's League ice times – The ice times have been booked.

11. Community Updates

- B. Eckensviller – suggested there be a change table put in the men's washroom at the TCCC; R. Giesler to look into this.
- TC Booster Club Update – Halloween party has been booked for October 28; planning Christmas party; fundraising with 50/50 draws, Little Caesar pizza kits; sale of snacks at Halloween party; looking to do more activities for 8-12 year old's; a list of the TC Booster Club members will be sent to R. Giesler.
- P. McIsaac – Powassan Home Hardware has donated lights and ballasts for the gym at 250 Clark.
- M. Slingerland – The homeschool group has rented the ice for skating on Thursday's from 1-3; M. Slingerland will work the door for public skating, when available, if needed.
- A helmet drive was discussed. R. Giesler to follow up.

12. Next Meeting: Wednesday, November 9, at 7p.m. at 250 Clark.

13. Adjournment: Meeting adjourned at 9 p.m. Carried.

Chair

Acting Deputy Clerk

District of Parry Sound



Social Services
Administration Board

Chief Administrative Officer's Report

October 2022

Mission Statement

To foster healthier communities by economically providing caring human services that empower and enable the people we serve to improve their quality of life.

DATE OF COUNCIL MTG.	Nov 22/22
AGENDA ITEM #	8.1

Recruitment

We have had a successful few months in recruitment. We have hired the new Supervisor for Waubeek Early Learning & Child Care Centre, and the new Supervisor of Property Management and Capital Projects. Both supervisors come to us with a wealth of knowledge and experience in their field. We have also hired a Director of Women's Services. She comes to us from the Simcoe Muskoka District Health Unit, most recently holding the position of program manager- COVID-19 response. She has been with the PHU since 2006 where she held various front-line and leadership positions. She has a strong interest and expertise in school health, infant and maternal wellness, gender-based violence, trauma informed care, indigenous health, harm reduction, smoking cessation, health equity and community partnership development. She comes with a strong foundation in policy development and workplace wellness. She has also been the President of the Board of Directors for the Elisabeth Fry Society of Simcoe Muskoka supporting governance of the NFP organization while providing shelter services for women, youth justice programs, correctional programs and community programs for at risk women and their families. She is a Registered Nurse who holds a Masters of Clinical Science with a leadership focus.

Other positions currently posted include Financial Analyst, several Pre-school teachers, and a Facilities Maintenance Technician in Callandar. We continue to struggle in hiring for the School Age Programs across the East.

Training

All DSSAB staff have now completed the Foundations of Cultural Competency with Kelly Brownbill. The response to the training was overwhelmingly positive and we are looking forward to scheduling the next session in the series with Kelly in 2023.

Mileage

In labour relations, we have agreed with the union to set the mileage rate at \$0.55/km until March 2023. This rate is set in accordance with the CRA recommended rate and in consideration of the current gas prices.

Employee Pension Plan

OMERS has made a significant plan change for all employers that removes the current eligibility requirements. All eligible NFT (Non-full time) employees who work for an OMERS employer can now elect to join the OMERS pension plan. Previously, employees were required to be continuous full-time employees to be eligible. This will affect approximately 36 employees here at the DSSAB. OMERS employers match all employee contributions.

Guest Speaker

On September 22, 2022 myself along with Bill Bacon from Housing Services Cooperation and Tony Ban from the County of Bruce had the pleasure of being guest speakers for a webinar regarding "Getting Shovel Ready: Pre-Development Considerations When Planning a New Build". It was well received by the 150 municipal, DSSAB and Ministry staff who attended throughout the province.

Canada-Wide Early Learning Child Care (CWELCC)

The Government of Canada has identified child care as a national priority to enhance early learning and childhood development, support workforce participation and contribute to economic recovery. Through its 2021 Budget, the federal government committed to investing in a national child care system with all provinces and territories, as well as Indigenous organizations. As part of this agreement, Ontario will receive \$13.2 billion over six years beginning in 2021-22. Funding under the Canada-Wide Early Learning and Child Care Agreement (CWELCC) will be used to build and leverage the success of Ontario's existing early learning and child care system by increasing quality, accessibility, affordability, and inclusivity in early learning and child care, towards achieving the objectives of:

- a. Providing a 25% fee reduction retroactive to April 1, 2022, building to a 50% reduction in average parent costs (based on 2020 levels) for licensed early learning and child care by the end of calendar year 2022 and reaching an average fee of \$10 a day by 2025-26 for licensed child care spaces;
- b. Creating 86,000 new high-quality, affordable licensed child care spaces (relative to 2019 levels), predominantly through not-for-profit licensed child care;
- c. Addressing barriers to provide inclusive child care; and
- d. Valuing the early childhood workforce and providing them with training and development opportunities.

We have had a great response from licensed operators in the District of Parry Sound. Although there are still many questions and templates being created, we have had acknowledgement from operators that all intend to opt-in to the Canada-Wide Early Learning Child Care program. The Ministry has extended the application enrollment date to November 1, 2022.

Quality Assurance

Our Quality Assurance Program supervisor continues to develop the program and had the opportunity to attend training sessions with High 5. The High 5 training focuses on training staff about the importance of delivering high-quality programs and experiences that focus on supporting children's healthy development. High 5 sets standards for children's programs to help ensure children are being offered the best possible opportunities. Two courses were attended.

1. The Principles of Healthy Development (PHCD) - this course trains front line staff to identify the 5 important principles needed to ensure high quality.
 - a. Caring Leader
 - b. Play
 - c. Friends
 - d. Mastery
 - e. Participation
2. Quest 2 – this course teaches leaders how to identify and manage risks as well as improve program quality through using the Quest 2 evaluation tool. It allows a QA to assist the program in being proactive in managing risks and quality. It can also measure the strengths and weaknesses in programs. This tool can assist leaders in helping staff create an action plan and assist to measure overall program quality.

Wellness Gathering

We were honoured to be apart of B'Saanibamaadsiwin's Wellness Gathering on Wednesday, October 5, 2022 at the Wasauksing Cultural Grounds.

B'saanibamaadsiwin translated means "living a good life ", and this Aboriginal Mental Health Program is offered by the Canadian Mental Health Association (CMHA) of Parry Sound Muskoka, and is committed to practicing First Nation, Inuit, and Metis mental wellness care that is culturally safe. Together with other community partners, we were given the opportunity to provide valuable information to those in attendance on the programs and services offered by the DSSAB and Esprit Place Family Resource Centre.



HSC All Service Manager Meeting

On October 3rd we had the pleasure of attending our first in-person Housing Services Corporation (HSC) All Service Manager Meeting. It was great to connect with colleagues face to face as there have been a lot of changes in the past two years. We heard from the Ministry of Municipal Affairs and Housing (MMAH) who are advancing their agendas post-election which is great news. We also heard updates from Housing Services Corporation, Ontario Municipal Social Service Association and Association of Municipalities Ontario who are also busy developing and advocating in the housing sector. The afternoon was filled with discussion regarding housing priorities and where we want to go as a sector. A "takeaway" for us as a district in order to address our housing crisis is, we need to be "shovel ready".

Recent Media Coverage

- * September 12, 2022 - Child care costs in Parry Sound District decreasing under new program
- * September 12, 2022 - \$10 for daycare will impact Almaguin Residents' wallets greatly

Social Media

Facebook Stats

District of Parry Sound Social Services Administration Board	MAR 2022	APR 2022	MAY 2022	JUNE 2022	AUG 2022	SEPT 2022
Total Page Followers	309	331	343	358	382	393
Post Reach this Period (# of people who saw post)	1,154	5,194	8,396	8,955	10,269	3,847
Page Views this Period	61	60	104	127	183	166
Post Engagement this Period (# of reactions, comments, shares)	62	412	854	692	945	446

Esprit Place Family Resource Centre	MAR 2022	APR 2022	MAY 2022	JUNE 2022	AUG 2022	SEPT 2022
Total Page Followers	118	118	118	119	121	121
Post Reach this Period (# of people who saw post)	461	54	48	208	17	49
Page Views this Period	7	7	8	18	10	8
Post Engagement this Period (# of reactions, comments, shares)	12	2	2	11	4	6

The Meadow View	MAR 2022	APR 2022	MAY 2022	JUNE 2022	AUG 2022	SEPT 2022
Total Page Followers	423	432	445	457	464	409
Post Reach this Period (# of people who saw post)	3,192	1,098	7,320	8,636	461	3,041
Page Views this Period	117	250	522	263	143	96
Post Engagement this Period (# of reactions, comments, shares)	399	133	877	448	36	39

Twitter Stats

Link to DSSAB's Twitter page - <https://twitter.com/psdssab>

	MAR 2022	APR 2022	MAY 2022	JUNE 2022	AUG 2022	SEPT 2022
Total Tweets	2	3	6	6	9	5
Total Impressions	178	235	217	265	226	146
Total Profile Visits	54	37	230	200	20	16
Total Followers	15	15	16	18	25	23
Total Mentions	-	-	5	1	1	1

Linkedin Stats

Link to DSSAB's Linkedin page - <https://bit.ly/2YyFHIE>

	MAR 2022	APR 2022	MAY 2022	JUNE 2022	AUG 2022	SEPT 2022
Total Followers	43	50	53	98	179	274
Search Appearances (in last 7 days)	336	215	277	199	339	307
Total Page Views	28	13	21	33	61	132
Post Impressions	170	160	123	246	315	571
Total Unique Visitors	6	10	12	16	26	37

Progress on the Become an ECE Campaign!

While driving Highway 124 and Highway 11, keep an eye out for the billboards that have been placed in support of our Become An ECE campaign.

A brochure has also been designed, printed and we are in the process of mailing these out to the community. As indicated by our campaign communication plan, we intend to use this method to target the district in general, but specifically also the communities that have limited access to internet.

Highway 124



Highway 11



Licensed Child Care Programs

Total Children Utilizing Directly Operated Child Care in the District August 2022

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeeek ELCC	HCCP	Total
Infant (0-18M)	1	1	3	5	14	24
Toddler (18-30M)	13	8	10	23	23	77
Preschool (30M-4Y)	22	14	20	27	37	120
# of Active Children	36	23	33	55	74	221

There is a steady increase in enrollment at all the Directly Operated Child Care Programs as children transition to school and spaces become available for the younger age groups. We have had a couple of Ukrainian families move in to our district and have sought out child care for their youngest members.

Staff have taken advantage of the trainings being offered through Child Care Service Management utilizing the Workforce Strategy funding. Seven staff attended a week-long Forest and Nature School Practitioners Course which focuses on outdoor learning.

Many of the child care centres held graduation celebrations for the children that were leaving the programs to attend kindergarten. These events were well attended by families.

School Age Programs

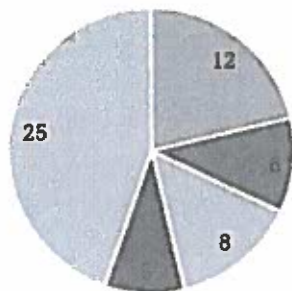
August 2022

Location	Enrollment	Waitlist
Mapleridge Summer Program	21	
Sundridge Summer Program	23	
Home Child Care	26	7
# of Active Children	70	

The two summer school age programs were very successful this year with a combined total of 44 children. The staff offered many exploratory activities that involved the children in active learning outdoors, as well as participating in community events.

Our before and after school programs are at capacity at most of our programs, but not all.

Directly Operated Child Care Waitlist by Program August 2022



Waitlists continue to increase with infant and toddler spaces being the most requested. As children are transitioning in to the next age grouping, spaces will become available to accommodate families from the waitlist.

■ Fairview ■ First Steps ■ Highlands ■ Waubeek ■ HCCP

Online Application Form - OLAF

Fee Subsidy Applications

2021	Eligible	Not Eligible	2022	Eligible	Not Eligible
January	1	7	January	2	4
February	0	5	February	2	6
March	1	6	March	0	5
April	0	6	April	0	3
May	0	3	May	0	3
June	4	11	June	0	2
July	0	3	July	2	2
August	1	7	August	2	4
September	1	5	September		
October	1	3	October		
November	0	3	November		
December	1	4	December		

Total Children by Funding Source
August 2022

Active	# of Children	# of Families
Afterschool Fee Subsidy	37	35
Fee Subsidy	193	172
Full Fee	177	171
Ontario Works	13	11
Total	420	389

Funding Source - New	# of Children	# of Families
Afterschool Fee Subsidy	1	1
Fee Subsidy	7	5
Full Fee	3	3
Ontario Works	4	4
Total	15	13

Funding Source - Exits	# of Children	# of Families
Afterschool Fee Subsidy	6	6
Fee Subsidy	22	19
Ontario Works	3	2
Total	31	27

Inclusion Support Services

August 2022

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	0	0	0	0	0	0	0
Toddler (18-30M)	4	15	19	23	2	0	0
Preschool (30M-4Y)	7	32	39	53	4	0	1
School Age (4Y+)	7	21	28	31	1	0	2
Monthly Total	18	68	86	-	7	0	3
YTD Total	19	70	-	118	21	33	21

Some children have aged up in to the next age category which is reflected in the current statistics. The Resource Consultants have started the discharge process for those children that will be leaving child care and attending their local school. There is still a significant number of new referrals for children experiencing language and social challenges and the staff were able to dedicate time to supporting the School Age Summer Programs.

EarlyON Child and Family Programs

August 2022

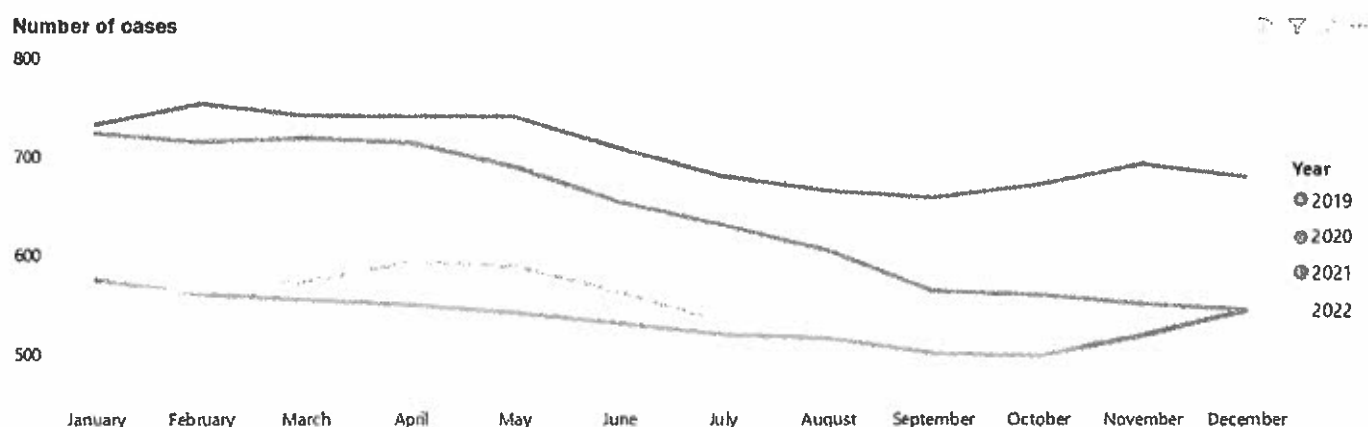
Activity	June/ July/ August	YTD
Number of Children Attending	1,545	2,907
Number of New Children Attending	76	377
Number of Families Visiting	1,053	2,183
Number of New Families Visiting	59	319
Number of Virtual Programming Events	8	79
Number of Family Engagements with Virtual Events	474	5,634

On June 16th, a Father's Day celebration was held at the Sound Community Hub. A total of 13 dads and 11 children attended. The event offered a pizza and veggies dinner along with a mini putt station, an obstacle course, a fishing station, and a wooden fish aquarium supplied by the Parry Sound Home Depot.

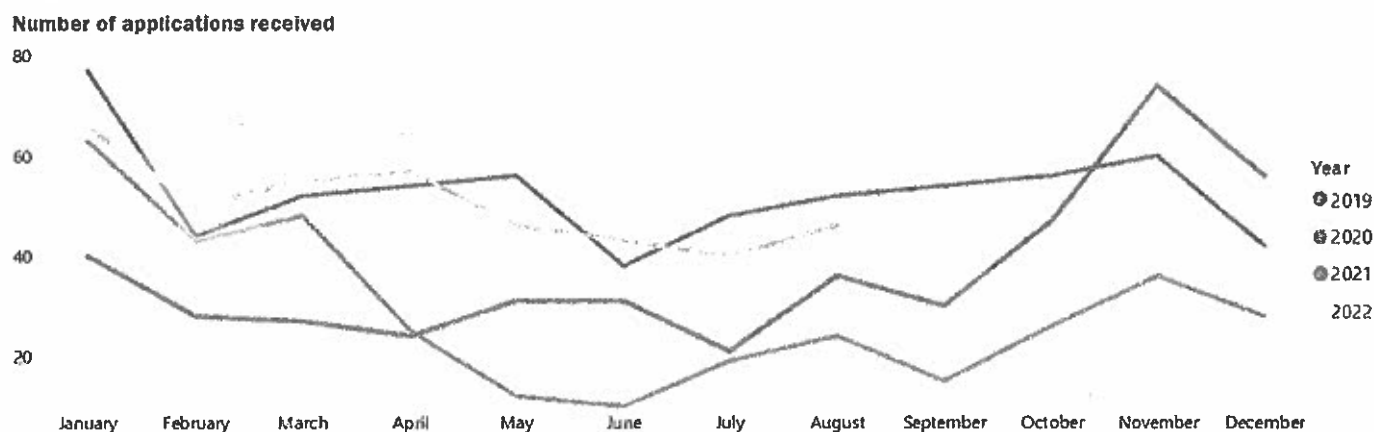
The EarlyON program is partnering with CMHA to better support and offer information on post partum as well as review the services they provide to the new moms in our district. There is a higher number of new moms experiencing many mental health challenges and CMHA will continue to visit the Moms to Moms program.

EarlyON will be reopening most of the community satellite programs by the end of October and will be offering some virtual programming through their Facebook page. The team is also working on having a virtual Moms to Moms group for new mom's in rural and remote areas that may not have access to an in-person program.

Ontario Works Caseload



Ontario Works Intake - Social Assistance Digital Application & Centralized Intake August 2022



The OW Caseload remains static at 531 cases (same as July). Despite the high number of applications received, which is not typical for this time of year, it seems to be balanced by the number of exits from the program (nearly 11% of the caseload). We continue to prepare for an increase in the caseload to pre-pandemic levels especially as we enter the colder weather and seasonal employment ends. We await next steps and further onboarding of Centralized Intake to the rest of the province now that the election is over.

We are also seeing a high number of Emergency Assistance applications. Some of those are due to Ukrainian migrants arriving in the area. In September 2022, one of our Case Workers in Ontario Works West that has been primarily dealing with the Ukrainian people suggested a pamphlet be created that could be used by community partners as well as clients to inform them of resources available through our program and elsewhere. So far, pamphlets have been distributed to Community Partners such as YMCA and the Rotary Club as well as in our lobbies.

Ontario Works applications

2 ▼

Average received per business day

46

Received Aug 2022

Emergency Assistance applications

2 ▲

Average received per business day

34

Received Aug 2022

Average number of business days from screening to grant

2.5 ▼

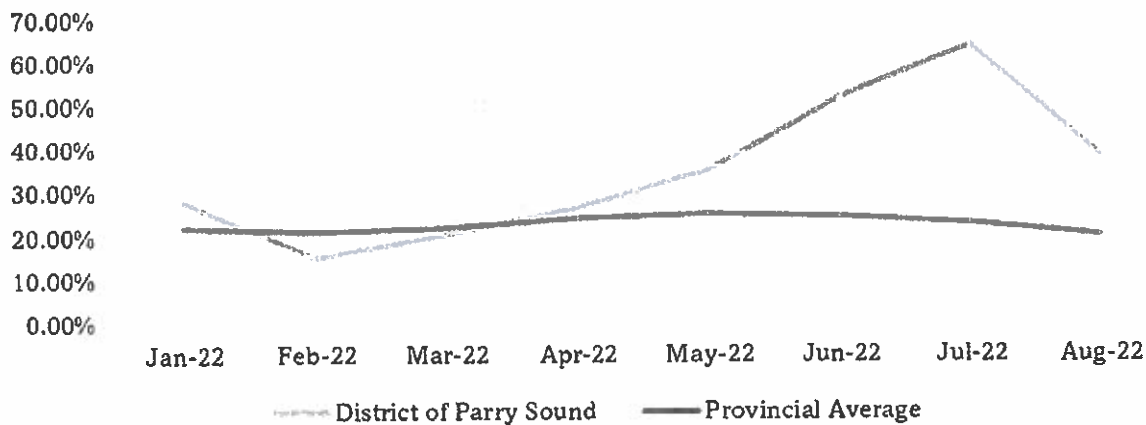
Ontario Works

0.6 ▼

Emergency Assistance

Employment Assistance & Performance Outcomes

% of Closures Exiting to Employment

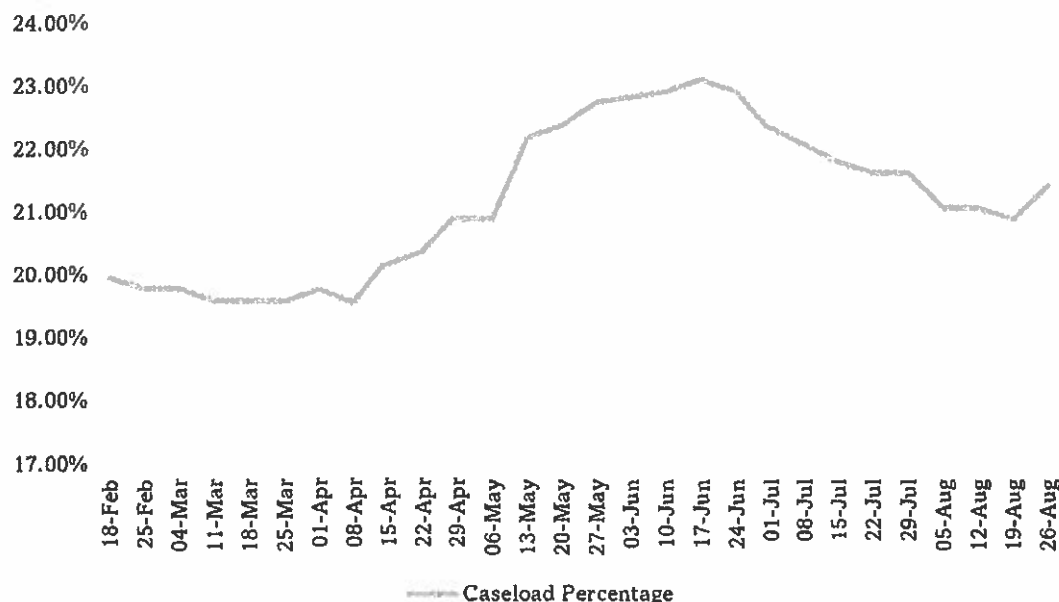


CMSM/DSSAB	Percentage of caseload with employment earnings	Average monthly employment earnings per case	Percentage of caseload exiting to employment	Percentage of terminations exiting to employment	Percentage of caseload terminated	Average number of business days from screening to financial eligibility decision
Parry Sound DSSAB	13.9%	\$917.93	4.1%	38.6%	10.7%	3
Province	9.4%	\$904.36	1.0%	20.4%	4.9%	4
Muskoka CMSM	17.3%	\$885.31	1.8%	25.0%	7.1%	5
Cochrane DSSAB	6.9%	\$876.48	1.1%	21.3%	5.1%	4
Timiskaming DSSAB	6.1%	\$860.38	1.3%	28.6%	4.4%	5
Greater Sudbury City	8.1%	\$855.57	1.1%	16.8%	6.3%	3
Manitoulin-Sudbury DSSAB	13.8%	\$829.88	3.4%	42.1%	8.1%	2
Nipissing DSSAB	10.8%	\$805.44	1.7%	27.2%	6.2%	3

Ontario Works continues to exceed our Employment Outcomes targets. We also far exceed the provincial average. In comparison to our Northeast DSSAB partners we finished 1st or 2nd in each outcome including Average Earnings and Percentage of the Caseload with Employment Earnings. This is historically the time when we do well in these areas due to the seasonal nature of employment in the district historically. We will see how the change in seasons impacts the labour market for OW participants.

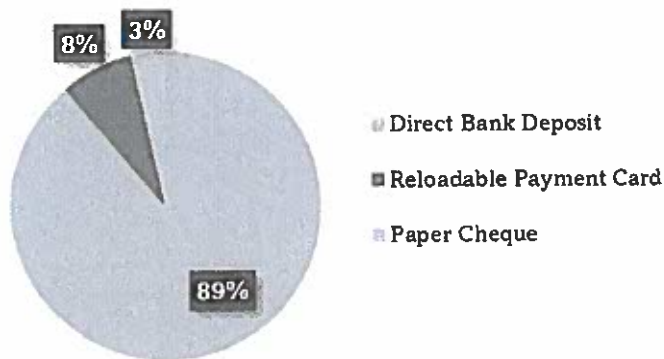
The August Jobs Report through Labour Market Group showed that job postings were up 31% over July and up over 11% from August 2021. Time will tell if this post COVID mandate wave will continue and if the impacts will be felt on the OW caseload. Either way, we will continue to work with our Job Ready participants in partnership with Employment Ontario to find employment.

MyBenefits Enrollment 2022



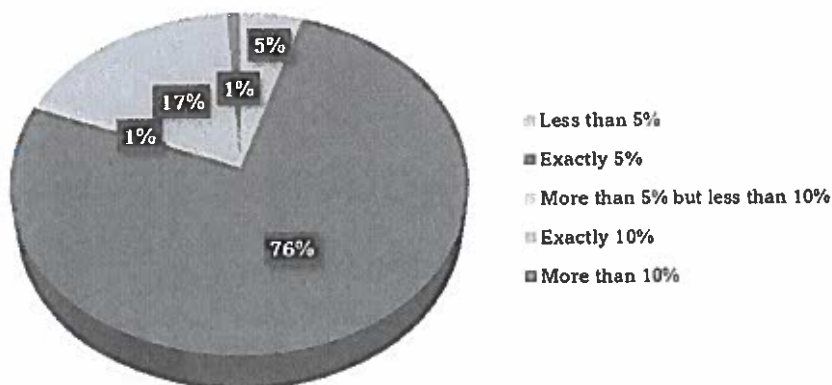
DBD Enrollment

**Payment Receipt Method
August 2022**



Overpayment Recovery Rate

August 2022



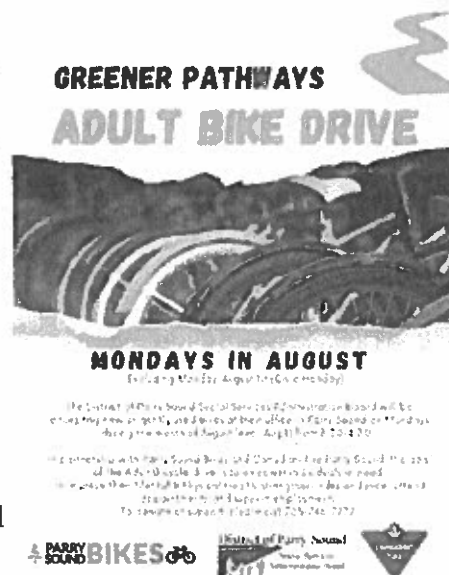
Ontario Works Update

Ontario Works East continues to engage with Community Partners through in services and staff meetings. Most recently Canadian Mental Health Association provided an overview of their addictions and mental health programming as well as the requirements for Road to Recovery and their peer support program. The Women's Own Resource Centre is scheduled to attend our staff meeting this month. Ontario Works is also excited to have our Clinical Social Worker from Community Counselling Centre Nipissing back in the office to meet with clients face to face rather than the virtual platform.

Partnerships continue to be enhanced with our local Employment Agencies. Agreements are being formalized to begin Employment Placement with Incentives with Employment North acting as the Service Broker. The Employment Placement program places participants into long term (six months or more) employment, providing incentives for certain milestones to employers to support training and other costs with the goal of the participant achieving full time employment. Strengthening the relationships with the Employment Agencies will allow for effective communication between programs and will help Case Workers support their clients to meet their goals.

Case Workers continue to find creative ways to find suitable housing for their clients residing in the hotel projects. At times, this has meant looking outside the district for housing options and making connections with landlords. One participant of the program was able to secure housing in Nova Scotia with a family member and Ontario Works made the arrangements for the client to arrive, navigating various obstacles and barriers such as no identification and transportation. We continue to see an increase in the intensity of other barriers our caseload face, such as mental health and addictions.

During the summer, one of our Ontario Works West Case Workers took the initiative to develop an idea for an Adult Bike Drive called Greener Pathways. They worked with our Communications Officer to develop bulletins, social media material and radio advertising on Moose FM. The drive began in August and continued into early September. There was a total of 25 bikes donated. The bikes will then be going to our partner, Parry Sound Bikes for a safety check and any necessary repairs being completed. We also worked with Canadian Tire in the Town of Parry Sound, who provided safety equipment at a reduced price. A survey was sent out to clients through our FIIT tool and there has been an overwhelming response. Some of the replies about receiving a bicycle were very meaningful in terms of removing barriers to get to employment or related activities, medical and mental health appointments and for exercise and general well-being. We hope this will become an annual event.





GREENER PATHWAYS
ADULT BIKE DRIVE

MONDAYS IN AUGUST
(Including Monday August 19th & 26th)

The District of Parry Sound Social Services Department Board will be offering new or gently used bikes at their office in Parry Sound on Mondays from 10:00 AM to 12:00 PM during the month of August (Aug 19th & 26th).

The general public, Parry Sound Bikes and Canadian Tire Parry Sound are all part of the Adult Bike Drive to provide bikes to those in need. We are now accepting donations of gently used bikes in good condition. If you have a bike to donate, please contact the Social Services Department at 705-742-7272.

PARRY SOUND BIKES  **District of Parry Sound**  

We continue to support service integration with our Housing Stability program. The teams meet bi-weekly to case conference mutual clients in our hotel projects. The teams also receive support from our Social Worker provided by the West Parry Sound Health Centre.

In September, all staff attended the Indigenous Cultural Competency training with Kelly Brownbill. Some Ontario Works staff also took part in First Aid/CPR training.

The Manager of Income Support and Stability attended the NOSDA OW Managers Group meeting on September 28th in Toronto. The group heard about next steps regarding centralized intake and learned more about Employment Services Transformation. The group also shared and discussed topics related to SA Renewal and their impact on the North. We await more information from the province on next steps in SA Renewal now that the provincial election is over.

Our South River office hosted the Almaguin Highlands Community Partners meeting on September 13th.

The OW Management teams attended the OMSSA Employment and Income Network call on September 15th.

Case Workers from ODSP continue to attend our offices in Parry Sound and South River. The Management Team continues to meet monthly with the ODSP Bracebridge Manager.

The Ontario Works and Housing Stability Supervisors continue to meet bi-weekly at the IMPACT Table with other Community Service Providers to discuss cases that may display acute elevated risk in a confidential and strategic way. The Manager of Income Support and Stability sits on the Steering Committee for this group which meets quarterly.

Housing Stability Program - Community Relations Workers

August 2022

Support

All services performed, provided, or arranged by the Homelessness Prevention Program staff to promote, improve, sustain, or restore appropriate housing for individuals active with the Homelessness Prevention Program, periodically within the month, not requiring intense case management.

Income Source	East	West
Senior	5	12
ODSP	9	27
Ontario Works	4	11
Low Income	11	22

Intense Case Management

Intense Case Management involves the coordination of appropriate services and the provision of consistent and on-going weekly supports, required by the individual to obtain, and sustain housing stability.

Income Source	East	West
Senior	11	14
ODSP	9	23
Ontario Works	4	8
Low Income	7	18

Contact/Referrals

	East	West	YTD
Homeless	3	6	60
At Risk	3	4	57
Esprit Outreach Homeless	0	1	5
Esprit Outreach at Risk	0	1	17
Esprit in Shelter		1	12
Program Total			151

Short Term Housing Allowance

	Active	YTD
August	15	80

Housing Stability: Household Income Sources and Issuance from HPP:

Income Source	Total	HPP
Senior	4	\$1,493.96
ODSP	8	\$1,479.27
Ontario Works	2	\$180.00
Low Income	7	\$3,693.42
No Income	0	\$0

Reason for Issue	Total
Rental Arrears	\$0
Utilities/Firewood	\$1,500.00
Transportation	\$719.00
Food/Household/Misc.	\$3,506.70
Emergency Housing	\$1,120.95
Total	\$6,846.65

Ontario Works: Household Income Sources and Issuance from HPP

Income Source	Total	HPP	Reason for Issue	Total
Senior	2	\$496.52	Rental Arrears	\$1,709.00
ODSP	17	\$7,955.37	Utilities/Firewood	\$5,185.49
Ontario Works	9	\$3,791.75	Transportation	\$1,362.43
Low Income	4	\$2,800.00	Food/Household/Misc.	\$6,786.72
No Income	0	\$0	Emergency Housing	\$0
			Total	\$15,043.64

The Housing Stability program has connected with many (and some new) working groups and virtual tables within the district to be able to give updates on our programs and to discuss and identify our programs current pressures and increases in complex crisis situations. Specifically, the alarming increase in seniors experiencing homelessness in conjunction with their complex medical needs. Some recent meetings attended were Crisis Care Pathways, the Parry Sound Mental Health & Addictions Networking Group, IMPACT Table and the Almaguin Highlands Community Partners Meeting in South River. Housing Stability presented on the By-Name List at this meeting. The By-Name List is a big focus of education and collaboration with all of our partners.

Staff have been scheduled to continue outreach at The Warming Centre and it will continue till the end of December. Tent encampments have been investigated on the East and West side of the district to offer supports, and staff regularly connect with By-Law and food banks.

Hotel Project

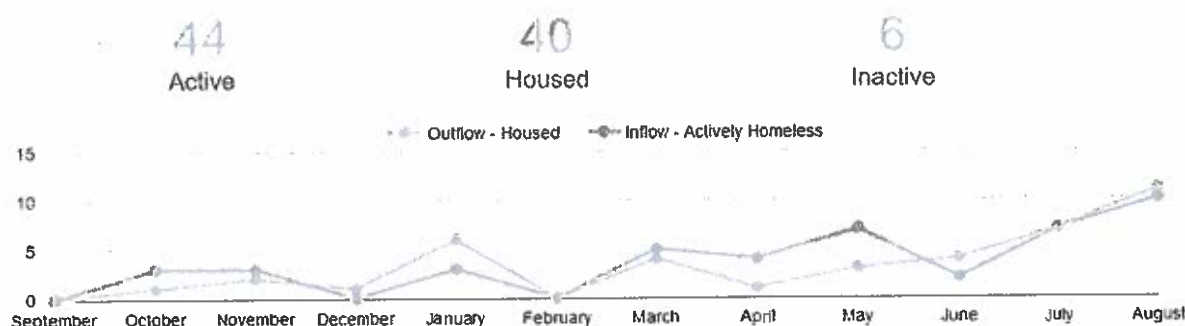
	MidTown Parry Sound	YTD Total	Caswells Sundridge	YTD Total
Adults	17	37	10	22
Children	0	1	0	1
Totals	17	38	10	23

These numbers represent the number of people who stayed in one of the hotel projects in the month of August.

Caswell's & Midtown continue to be a great resource for temporary housing for the homelessness population and our team. We have had some success getting movement with clients that have been in the hotels for long periods of time with our assertive case management styles. Staff have done a great job at communicating the temporary nature of the Hotel Projects and the urgency of their collaboration to look for more permanent or appropriate housing options. Both hotels are currently full.

The partnership with the WPSHC and the Mental Health and Addictions Social Worker has continued to be successful and a great resource for staff. Clients have been able to connect with the RAAM clinic and the Safe Justice Bed Programs as well as being connected to a Nurse Practitioner for clients without a doctor. A confidential referral process and tracking spreadsheet has been created for these clients and regular meetings for follow up questions are being booked.

By-Name List Report August 2022



We have seen a significant increase in newly identified cases on the By-Name List (BNL), July had an increase of 7 and August had an increase of 10 people with 7 people being housed from the list since the end of June. We do see more transient people in the district during the warmer weather season. This trend only continues to go up at the time of this report being written. The intensity of the barriers these folks face, especially regarding mental health and addiction continues to increase.

We continue to receive regular support through our coach at the Canadian Alliance for Ending Homelessness. We have been deemed a 'Quality By-Name List' meaning that we have met their standards data collection and accuracy.

Housing Stability and Violence Against Women (VAW)

A VAW Community Relation Worker was hired in August for the east side of the district, through funding received through MCCSS. She has been working hard to shadow staff and connect with community partners in the District. East & West VAW CRW's have been actively engaging with partners such as Victim Services, Esprit and Muskoka Women's Shelter, OPP, and Women's Own Resource Centre. Connections have been made with the new Staff Sergeant at the Burk's Falls OPP, a meeting was had to provide clarity on what our staff can do to support the police when dealing with DV & VAW and homelessness. The new VAW CRW has made great connections while attending "Take Back the Night" in North Bay. It is a charitable organization and is the oldest worldwide movement to stand against sexual violence. She has also attended training on the Pandemic Effects on VAW & New Strategies and a Human Trafficking conference. Plans are to continue with these networking efforts as we head into the Fall.

Integration

The Housing Stability and Ontario Works programs under the Income Support and Stability Division continue their journey to service integration. The teams continue to meet bi-weekly during PSSR Joint Meetings (Parry Sound South River Joint Meetings) to collaborate on cases, share resources and work together to improve outcomes for the most vulnerable in the district.

Housing Programs

Social Housing Centralized Waitlist Report August 2022

	East Parry Sound	West Parry Sound	Total
Seniors	33	105	138
Families	143	432	575
Individuals	495	217	712
Total	671	754	1,425
Total Waitlist Unduplicated			489

Social Housing Centralized Waitlist (CWL) 2021 - 2022 Comparison Applications and Households Housing from the CWL

Month 2021	New App.	New SPP	Cancelled	Housed	SPP Housing	Month 2022	New App.	New SPP	Cancelled	Housed	SPP Housing
Jan	4		5	5	1	Jan	5			1	
Feb	12	3	3	2		Feb	9	1	2		
Mar	8		4	1	1	Mar	12		5	2	1
Apr	9		6	1		Apr	12	1	1		
May	8	1	3	1		May	11	1		3	
June	8	1	4	1	1	June	15		3	2	
July	7			1		July	13	2	10	1	
Aug	9		1	2		Aug	5		17	2	1
Sept	22		5			Sept					
Oct	16	1	6	1		Oct					
Nov	9		16	2		Nov					
Dec	9		2	2		Dec					
Total	121	6	55	19	3	Total	82	5	38	11	2

SPP = Special Priority Applicant

Housing Programs continued into the 3rd quarter of the year at a busy pace. Our team is in the process of completing a centralized waitlist update. Several of our updates are coming back stating that applicants are in "great need" of affordable housing, and many indicate they need housing immediately. This has led to some great interactions with our internal departments to connect these pending tenants with the right supports.

Our team continues to see several new applications for rent-geared-to-income housing, and affordable housing, which reflects the current housing crisis.

Housing Programs wrapped up the housing allowance program at the end of June and were successful in switching those households to COHB (Canada-Ontario Housing Benefit) funding. We have also utilized the funding to assist new households with maintaining their housing at an affordable rate. To date, we have assisted over 20 households in obtaining COHB, 12 of those being in the month of August.

Parry Sound District Housing Corporation
August 2022

Activity for Tenant and Maintenance Services

	Current	YTD
Move outs	3	17
Move in	5	46
L1/L2 Forms	0	3
N4 - notice of eviction for non payment of rent	0	5
N5 - notice of eviction disturbing the quiet enjoyment of the other occupants	3	9
N6 - notice of eviction for illegal acts or misrepresenting income for RGI housing	0	0
N7 - notice of eviction for willful damage to unit	0	0
Repayment Agreements	7	30
Wellness Checks	3	87
Mediation/Negotiation/Referrals	12	105
No Trespass Order	0	1

Maintenance

Pest Control	8	8 buildings monitored monthly
Vacant Units	19	one-bedroom (15); multiple bedroom (4) (not inclusive of The Meadow View)
After Hours Calls	8	no water, fire panel alarm reset, smoke detector maintenance 3 staff participate in on call phone tree system
Work Orders	58	maintenance work and related materials for the month of August
Fire Inspections	0	
Incident Reports	0	

The third quarter was a busy time for the Tenant and Maintenance Services Department. We welcomed our new Supervisor of Maintenance and Capital Projects to the team.

The team reviewed and renewed the snow removal contracts. Two contracts are still required and will be pursued.

In partnership with various local fire departments, fire drill educationals have been scheduled for November 2022.

Updated heating unit replacements are underway for 3 buildings.

In partnership with the West Parry Sound Health Centre, a unit previously used as an office space has been refurbished to accommodate essential medical staff, as accommodations in Parry Sound were not readily available:



Cultural Competency training was provided to all staff, and staff who require their First Aid/CPR were certified.

Capital Projects

August 2022

Local Housing Corporation and DSSAB Buildings

Capital projects are progressing with the assistance of the Housing Services Corporation on the following projects:

- * Quotes requested for the replacement of 2 HVAC units at the Waubeek Childcare Centre
- * Roselawn Drainage, South River - **successfully completed**
- * Duplex Renovations: Burk's Falls, South River - **mechanical inspections completed**
- * Highlands Childcare Centre: Water/Mechanical Systems - **plan in place, currently awaiting equipment**
- * Esprit expansion – **structural review underway; awaiting tender documents**

Challenges

Difficulty securing contractors/labourers as well as materials are often backordered. Obtaining quotes, as per our Procurement Policy, from contractors is presenting a challenge.

We continue to complete capital projects, however, this is taking longer than typically expected.

Esprit Place Family Resource Centre

Emergency Shelter Services	August 2022	YTD
Number of women who stayed in shelter this month (may be duplicated within the month or year)	11	36 Number of women who stayed in the shelter this year who were unique to the shelter (unduplicated)
Number of children who stayed in the shelter	4	21
Direct service hours to women (shelter and counselling)	81	601
Resident bed nights (women and children)	197	1,402
Occupancy rate	63.5%	57%
Days at capacity	9 days at COVID capacity (7 rooms occupied)	21
Days over capacity	0	0
Phone interactions (crisis/support)	49	273

Outreach Services	August 2022	YTD
Number of women served this month	2	72
Number of women registered in the program	1	35

Transitional Support	August 2022	YTD
Number of women served this month	6	35
Number of NEW women registered in the program	2	19

Child Witness Program	August 2022	YTD
Number of children served this month	4	56
Number of children registered in the program	2	27
Number of public ed/groups offered	1	2

During the period of July through September, Esprit Place has been extremely busy with exceptionally challenging circumstances in the lives of our clients, and challenging dynamics within the shelter. Safe affordable housing remains difficult to find, however with COVID restrictions easing in general in the lives of individuals, the shelter had to find balance between the housing crisis and the need to open bed space to new women in need of support.

The shelter was at COVID capacity for several days, during the months of June, July, and August; meaning each of our bedrooms was occupied by a woman or family.

At one point during this quarter, the shelter was supporting 6 women, 3 children, and 3 dogs. The pet program continues to be of benefit to women needing safe space but unwilling to part with their animal, however with the tight space we currently have, we are looking for fostering alternatives as a supplement to the program.

District of Parry Sound



Social Services
Administration Board

Chief Administrative Officer's Report

November 2022

Mission Statement

To foster healthier communities by economically providing caring human services that empower and enable the people we serve to improve their quality of life.

DATE OF COUNCIL MTG	Nov 20/22
AGENDA ITEM #	8.2

Thank you

With municipal elections now over, I regret to say that it's time for us to wish farewell to 5 DSSAB Board Members, each of whom served the DSSAB with his/her own passion, diligence, and commitment:

- ♦ Linda Alkins (representing the Municipality of Powassan, Corporation of the Municipality of Callander, Township of Nipissing)
- ♦ Roger Burden (Representing the Town of Parry Sound)
- ♦ Steve Crookshank (Representing the Township of Carling, Municipality of Whitestone, Township of McDougall, Township of McKellar)
- ♦ Lyle Hall (Representing the Village of South River, Village of Sundridge, Township of Joly, Township of Machar, Township of Strong, Township of Magnetawan)
- ♦ Joseph Vella (Representing the Town of Kearney, Village of Burk's Falls, Township of Armour, Township of Perry, Township of Ryerson, Township of McMurrich/Monteith)

To those departing, Board service is a challenging and sometimes thankless role, and to do this in support of the most vulnerable individuals in our community speaks volumes about your character. As your time on the DSSAB Board draws to a close, I'd like to express my sincere gratitude for your years of service to our Board and to the community.

The pandemic has placed pressures on this Board that have made this term one of adversity. Yet, through these challenges our teams have relied on the support of our Board to ensure that our messaging reached each community and that we remained accountable to the residents of the District of Parry Sound.

We know we will be welcoming some new faces to the DSSAB Board over the coming months, and we look forward to the positive contributions and perspectives that these members will bring to the organization. This will be a learning curve for those new members, and I look to those remaining experienced members to provide them with support and guidance, as needed.

Job Title Changes

Managers have received title changes to Directors to assist with recruitment and maintain parity with colleagues. There have been no increases in compensation as a result of these title changes.

Canadian Alliance to End Homelessness (CAEH) Conference

Since its inception in 2013, the CAEH National Conference on Ending Homelessness has been equipping policymakers, funders, researchers, advocates, community leaders and front-line workers with the inspiration, information, tools and training they need to end homelessness in Canada. Last week we had the privilege of sending myself and several of our management team to collaborate, share, learn and be energized on the issue of homelessness with leaders and advocates across the country.

This year's program featured 85 sessions in 14 streams, delivered by hundreds of national and international subject matter experts for over 1,400 participants from across the country and around the globe. The ambitious program included Reconciliation and Indigenous homelessness, chronic, veteran and youth homelessness, lived experience, homelessness for women and 2SLGBTQ+, unsheltered homelessness, the right to housing, plus the latest in Canadian and international research and more.

Magnetawan After School Program

After several unsuccessful attempts to recruit Registered Early Childhood Educators for the Magnetawan After School Program, it is with regret that this pilot program will come to an end on December 23rd, 2022. The Near North District School Board has been notified of the closure of this pilot program and parents are being notified this week.

OMSSA 47 Leadership Meeting

On October 20th I attended an in person OMSSA 47 Leadership Table meeting. OMSSA's Executive Director presented an update on their Strategic Plan, and other activities within the organization.

The Employment Services Transformation Secretariat Executive Director Gloria Lee spoke about the purpose and role of the secretariat which was followed by a Q&A with the 47 Leads. An Employment Services Transformation update was provided on the prototypes with a discussion on their experiences to date regarding implementation of EST.

Gertie Mai, Executive Director of the Ontario Federation of Indigenous Friendship Centres facilitated a conversation with the 47 Leads about meaningful reconciliation between municipalities and Indigenous communities. The discussion helped to unpack some of the challenges the CMSMs/DSSABs face and provided approaches that work best and are supportive going forward.

Electronic Payments

Families using Directly Operated DSSAB child care programs now have the ability to easily view their invoices and setup their payment automatically within the new Hi Mama billing app! Parents are able to setup their payment details by choosing either online banking or credit card payments and select autopay so payments are never missed! Parent fees are deposited directly into the DSSAB account from Worldline which is a global merchant leader in secure payments and trusted transactions. All of these new processes have resulted in giving parents a clear picture of their account, increased efficiencies and reduced administrative time within our organization.

Recent Media Coverage

- * October 7, 2022 – Neighbours voice continued concern over high-density Parry Sound development

Progress on the Become an ECE Campaign

Over the next few weeks, all homes in the District of Parry Sound should receive a 'Become An Early Childhood Educator (ECE)' brochure in their mailbox through Canada Post. This direct mail campaign encourages readers to visit the www.becomeanece.ca website where they can find more information on what an ECE does, how to become an ECE, and financial supports available. To view the brochure, click here <https://bit.ly/3NIMy6O>

Social Media

Facebook Stats

District of Parry Sound Social Services Administration Board	APR 2022	MAY 2022	JUNE 2022	AUG 2022	SEPT 2022	OCT 2022
Total Page Followers	331	343	358	382	393	400
Post Reach this Period (# of people who saw post)	5,194	8,396	8,955	10,269	3,847	3,827
Page Views this Period	60	104	127	183	166	424
Post Engagement this Period (# of reactions, comments, shares)	412	854	692	945	446	406

Esprit Place Family Resource Centre	APR 2022	MAY 2022	JUNE 2022	AUG 2022	SEPT 2022	OCT 2022
Total Page Followers	118	118	119	121	121	121
Post Reach this Period (# of people who saw post)	54	48	208	17	49	32
Page Views this Period	7	8	18	10	8	20
Post Engagement this Period (# of reactions, comments, shares)	2	2	11	4	6	1

The Meadow View	APR 2022	MAY 2022	JUNE 2022	AUG 2022	SEPT 2022	OCT 2022
Total Page Followers	432	445	457	464	409	479
Post Reach this Period (# of people who saw post)	1,098	7,320	8,636	461	3,041	260
Page Views this Period	250	522	263	143	96	68
Post Engagement this Period (# of reactions, comments, shares)	133	877	448	36	39	31

Twitter Stats

Link to DSSAB's Twitter page - <https://twitter.com/psdssab>

	APR 2022	MAY 2022	JUNE 2022	AUG 2022	SEPT 2022	OCT 2022
Total Tweets	3	6	6	9	5	3
Total Impressions	235	217	265	226	146	63
Total Profile Visits	37	230	200	20	16	11
Total Followers	15	16	18	25	23	23
Total Mentions	-	5	1	1	1	1

Linkedin Stats

Link to DSSAB's Linkedin page - <https://bit.ly/2YyFHlE>

	APR 2022	MAY 2022	JUNE 2022	AUG 2022	SEPT 2022	OCT 2022
Total Followers	50	53	98	179	274	297
Search Appearances (in last 7 days)	215	277	199	339	307	338
Total Page Views	13	21	33	61	132	150
Post Impressions	160	123	246	315	571	397
Total Unique Visitors	10	12	16	26	37	47

Out and About in the Community

This month, DSSAB staff members attended the Health Fair at the Mary Street Centre in Parry Sound, hosted by the Aids Committee of North Bay & Area. Other exhibitors included the Parry Sound Friendship Centre, the North Bay Parry Sound District Health Unit, B'saanibamaadsiwin Indigenous Mental Health, and the Canadian Mental Health Association (CMHA).

Pictured below: Vicky Marshall, Community Relations Worker (Housing Stability) & Kathy Hughes, Program Lead (Housing Stability). Not shown in photo: JJ Blower, Communications Officer



COME LEARN ABOUT COMMUNITY SERVICES AND PROGRAMS AT THE PARRY SOUND

Health Fair

October 21st, 2022
11am-3pm
Mary Street Centre
Parry Sound

FOOD | PRIZES | GAMES | RESOURCES
HEP C/HIV TESTING | NALOXONE



Licensed Child Care Programs

Total Children Utilizing Directly Operated Child Care in the District September 2022

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeeek ELCC	HCCP	Total
Infant (0-18M)	1	1	3	4	12	21
Toddler (18-30M)	13	8	12	21	36	90
Preschool (30M-4Y)	21	14	19	33	39	126
# of Active Children	35	23	34	58	87	237

Directly operated child care has been able to fill vacant spaces and enroll to near capacity in all programs as operations return to pre-pandemic levels. Ministry of Education licensing of the four child centres is now completed for 2022-2023.

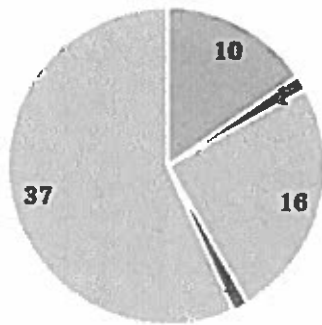
School Age Programs

September 2022

Location	Enrollment	Waitlist
Mapleridge After School	19	8
Mapleridge Before School	Opened in October	
St. Gregory's After School	12	
St. Gregory's Before School	9	
Sundridge Centennial After School	20	
Sundridge Centennial Before School	5	
Magnetawan Central After School	11	
Land of Lakes After School	12	
Home Child Care	25	8
# of Active Children	113	16

A second room at Mapleridge After School Program has been secured to accommodate children from the waitlist. As well, a Mapleridge Before School Program opened in October so children will not have to be bussed in the morning. This will create a more seamless day for the children and families.

Directly Operated Child Care Waitlist by Program September 2022



All programs have drawn from their current waitlists to fill existing spaces. The programs will be reaching out to current wait listed families to determine their immediate needs.

■ Fairview ■ First Steps ■ Highlands ■ Waubeek ■ HCCP

Online Application Form - OLAF

Fee Subsidy Applications

2021	Eligible	Not Eligible	2022	Eligible	Not Eligible
January	1	7	January	2	4
February	0	5	February	2	6
March	1	6	March	0	5
April	0	6	April	0	3
May	0	3	May	0	3
June	4	11	June	0	2
July	0	3	July	2	2
August	1	7	August	2	4
September	1	5	September	3	3
October	1	3	October		
November	0	3	November		
December	1	4	December		

**Total Children by Funding Source
September 2022**

Active	# of Children	# of Families
Afterschool Fee Subsidy	37	35
Fee Subsidy	160	153
Full Fee	232	222
Ontario Works	10	9
Total	439	419

Funding Source - New	# of Children	# of Families
Afterschool Fee Subsidy	10	10
Fee Subsidy	38	37
Full Fee	51	48
Ontario Works	1	1
Total	100	96

Funding Source - Exits	# of Children	# of Families
Afterschool Fee Subsidy	6	5
Fee Subsidy	16	16
Full Fee	11	10
Ontario Works	5	4
Total	38	35

Inclusion Support Services

September 2022

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	0	0	0	0	0	0	0
Toddler (18-30M)	4	9	13	23	1	1	0
Preschool (30M-4Y)	5	35	40	56	1	3	2
School Age (4Y+)	8	21	27	31	0	0	2
Monthly Total	17	63	80	-	2	4	4
YTD Total	22	70	-	136	25	38	33

EarlyON Child and Family Programs

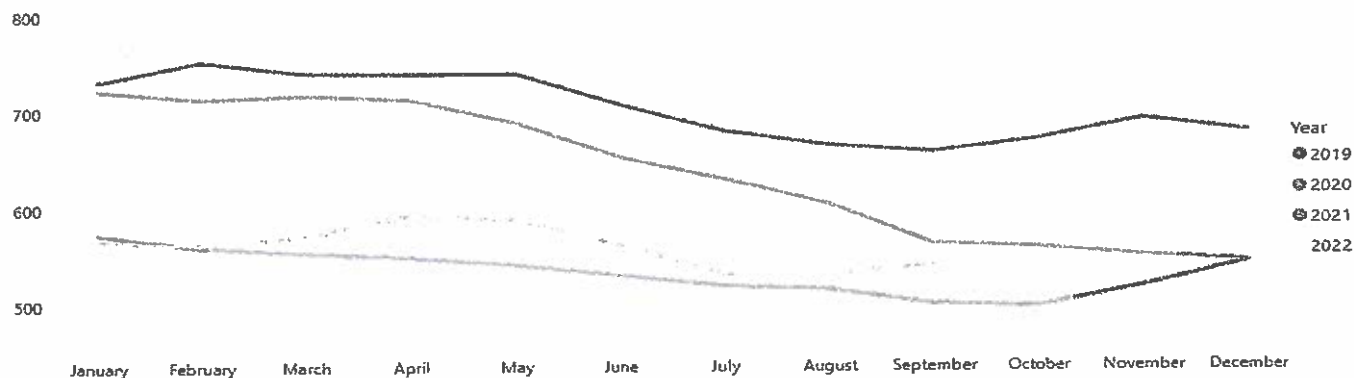
September 2022

Activity	September	YTD
Number of Children Attending	479	3,386
Number of New Children Attending	47	424
Number of Families Visiting	448	2,631
Number of New Families Visiting	49	368
Number of Virtual Programming Events	0	79
Number of Family Engagements with Virtual Events	406	6,040

EarlyON has been planning the re-opening of satellite programs to better reach families that are in our more remote communities. Most satellites were fully operational by the end of October. The program will be starting a virtual Moms to Moms group through the Microsoft Teams App which will allow for mothers to connect who otherwise cannot access one of the in-person groups.

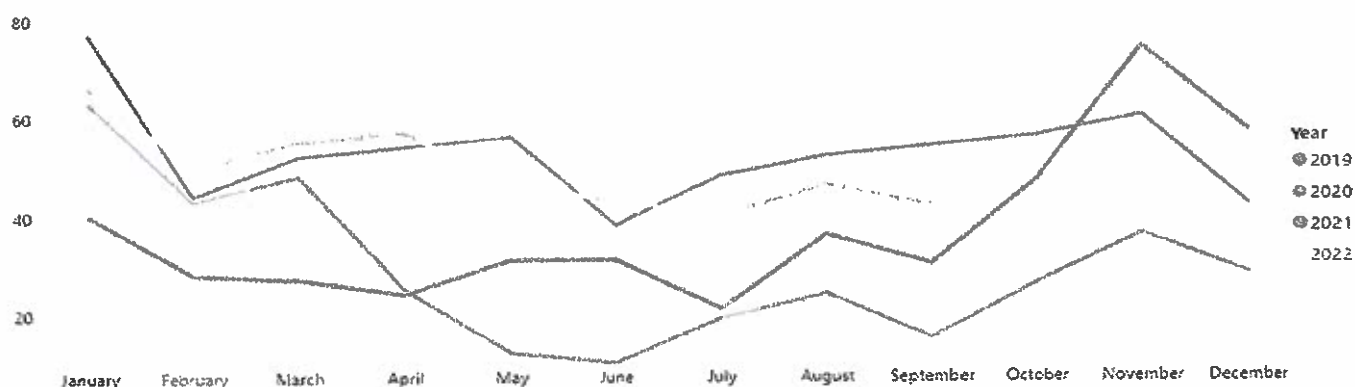
Ontario Works Caseload September 2022

Number of cases



Ontario Works Intake - Social Assistance Digital Application & Centralized Intake September 2022

Number of applications received



Ontario Works applications

2 ▲
Average received per business day

43
Received Sep 2022

Emergency Assistance applications

1 ▲
Average received per business day

20
Received Sep 2022

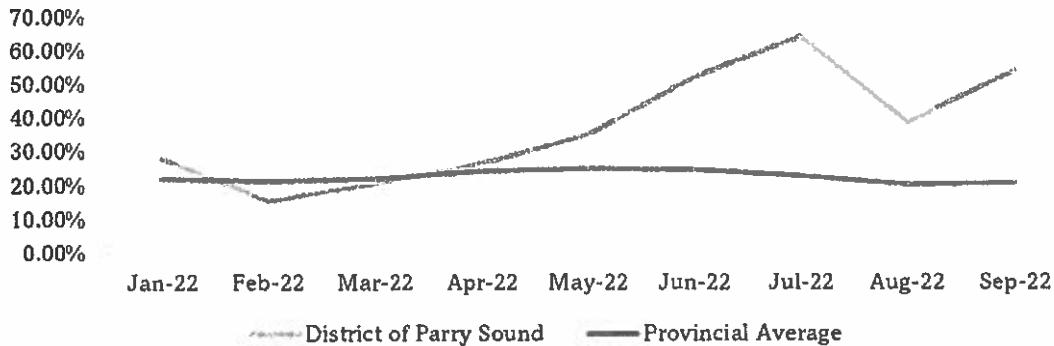
Average number of business days from screening to grant

1.0 ▲
Ontario Works

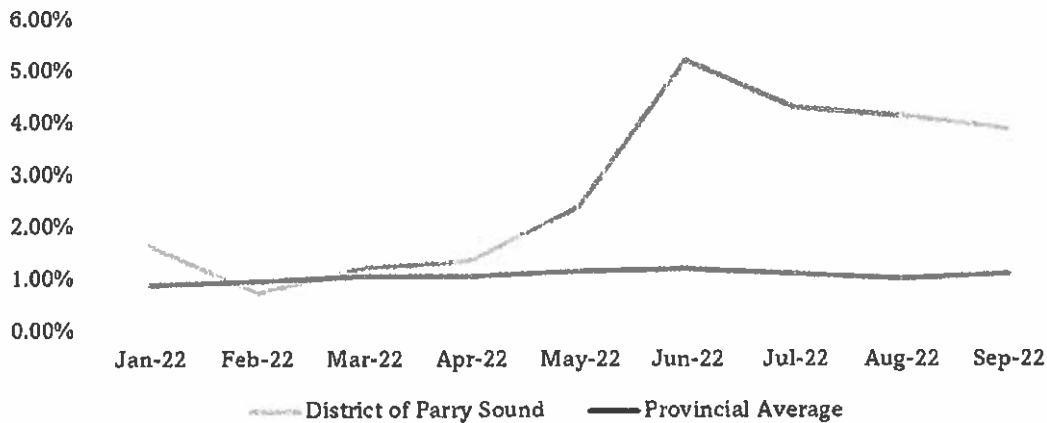
0.7 -
Emergency Assistance

Employment Assistance & Performance Outcomes

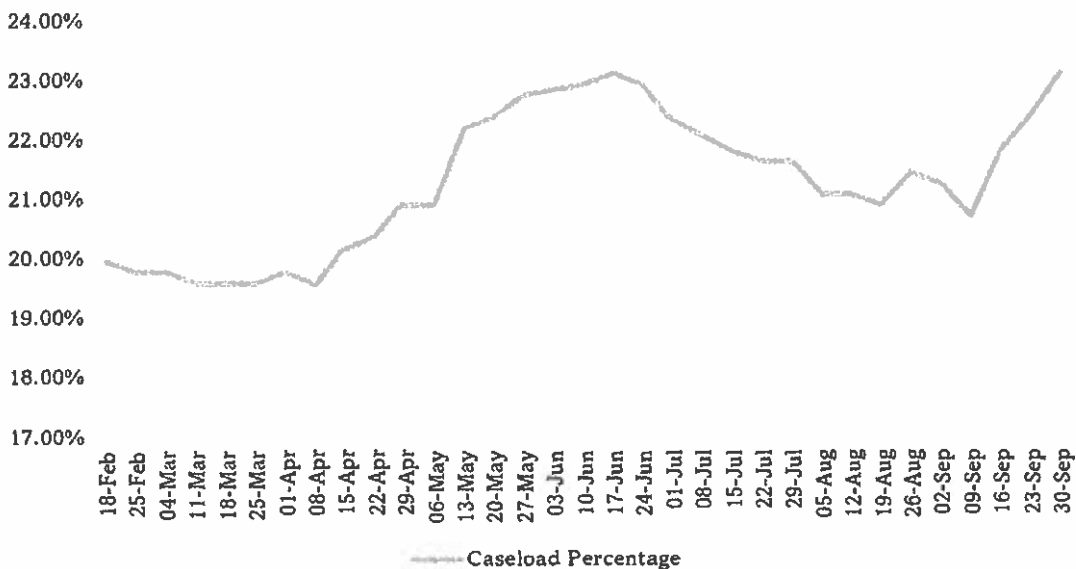
% of Closures Exiting to Employment



% of Caseload Exiting to Employment

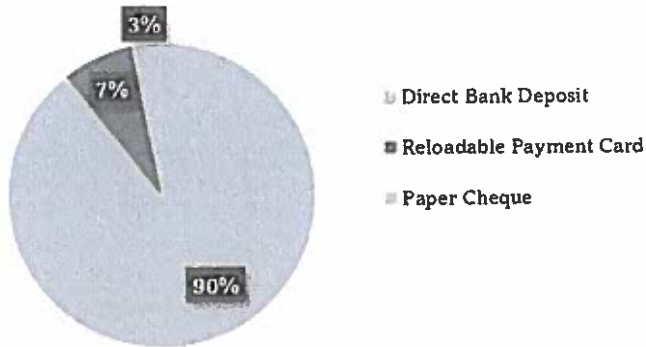


MyBenefits Enrollment 2022



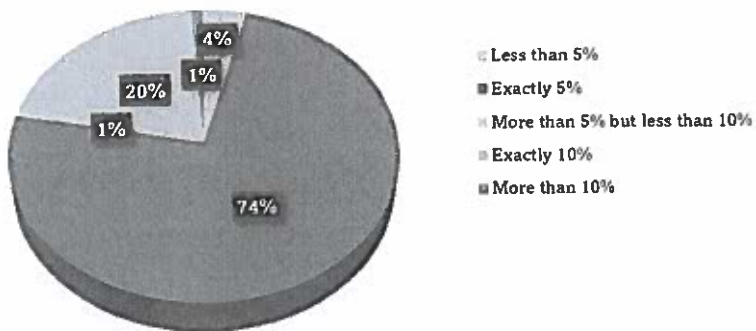
DBD Enrollment

Payment Receipt Method
September 2022



Overpayment Recovery Rate

September 2022



Housing Stability Program - Community Relations Workers September 2022

Support

All services performed, provided, or arranged by the Homelessness Prevention Program staff to promote, improve, sustain, or restore appropriate housing for individuals active with the Homelessness Prevention Program, periodically within the month, not requiring intense case management.

Income Source	East	West
Senior	5	11
ODSP	10	30
Ontario Works	4	11
Low Income	11	22

Intense Case Management

Intense Case Management involves the coordination of appropriate services and the provision of consistent and on-going weekly supports, required by the individual to obtain, and sustain housing stability.

Income Source	East	West
Senior	11	17
ODSP	10	24
Ontario Works	5	8
Low Income	7	21

Contact/Referrals

	East	West	YTD
Homeless	5	3	68
At Risk	2	8	67
Esprit Outreach Homeless	1	1	7
Esprit Outreach at Risk	0	0	17
Esprit in Shelter		1	13
Program Total			165

Short Term Housing Allowance

	Active	YTD
September	16	96

Housing Stability: Household Income Sources and Issuance from HPP:

Income Source	Total	HPP
Senior	1	\$25.00
ODSP	3	\$679.00
Ontario Works	2	\$225.00
Low Income	6	\$534.80
No Income	0	\$0

Reason for Issue	Total
Rental Arrears	\$404.00
Utilities/Firewood	\$0
Transportation	\$184.80
Food/Household/Misc.	\$875.00
Emergency Housing	\$0
Total	\$1,463.80

Ontario Works: Household Income Sources and Issuance from HPP

Income Source	Total	HPP
Senior	4	\$2,336.88
ODSP	15	\$10,590.51
Ontario Works	5	\$3,340.00
Low Income	1	\$944.41
No Income	0	\$0

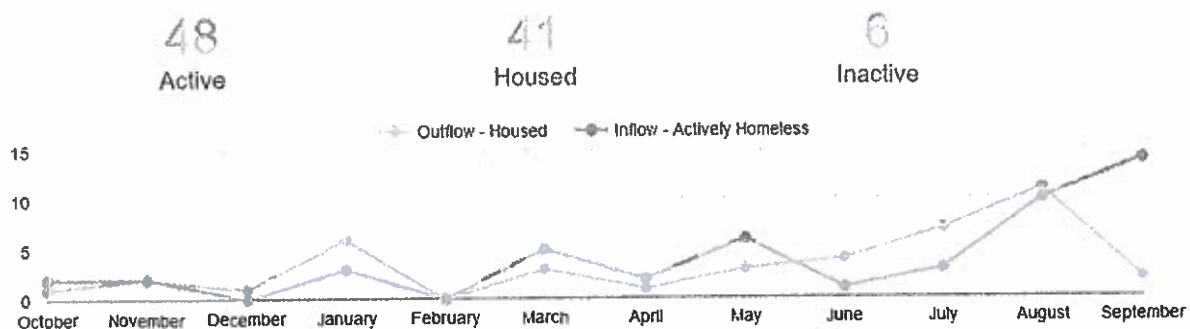
Reason for Issue	Total
Rental Arrears	\$4,144.41
Utilities/Firewood	\$6,311.98
Transportation	\$75.00
Food/Household/Misc.	\$6,680.41
Emergency Housing	\$0
Total	\$17,211.80

Hotel Project

	MidTown Parry Sound	YTD Total	Caswells Sundridge	YTD Total
Adults	15	41	6	23
Children	0	1	0	1
Totals	15	42	6	24

These numbers represent the number of people who stayed in one of the hotel projects in the month of September.

By-Name List Report September 2022



A By-Name List is a real time list of all people experiencing homelessness in our community who would like to receive assistance to access housing services and supports. This is an ongoing process with people being added to the list as they connect or re-connect. The list will be created by conducting a Point-in Time Count which includes collecting demographic information about people experiencing homelessness using a set of 17 common questions that align with the enumeration approach used by the federal Reaching Home Program.

A people-centered approach to the By-Name List process will consider individual needs and promote safety, including cultural safety and cultural appropriate responses and practices. People and their experiences and stories are vital to conducting both enumeration (Point-in Time Count) and the By-Name Lists.

Housing Programs

Social Housing Centralized Waitlist Report September 2022

	East Parry Sound	West Parry Sound	Total
Seniors	34	102	136
Families	142	439	581
Individuals	503	217	720
Total	679	758	1,437
Total Waitlist Unduplicated			494

Social Housing Centralized Waitlist (CWL) 2021 - 2022 Comparison Applications and Households Housing from the CWL

Month 2021	New App.	New SPP	Cancelled	Housed	SPP Housing	Month 2022	New App.	New SPP	Cancelled	Housed	SPP Housing
Jan	4		5	5	1	Jan	5			1	
Feb	12	3	3	2		Feb	9	1	2		
Mar	8		4	1	1	Mar	12		5	2	1
Apr	9		6	1		Apr	12	1	1		
May	8	1	3	1		May	11	1		3	
June	8	1	4	1	1	June	15		3	2	
July	7			1		July	13	2	10	1	
Aug	9		1	2		Aug	5		17	2	1
Sept	22		5			Sept	16		10	1	1
Oct	16	1	6	1		Oct					
Nov	9		16	2		Nov					
Dec	9		2	2		Dec					
Total	121	6	55	19	3	Total	98	5	48	12	3

SPP = Special Priority Applicant

- Housing Programs approved 16 new applicants in the month of September
- One applicant was housed from the centralized waitlist - also held special priority status.
- 10 cancelled applications in September:
 - ◊ 4 refused offers
 - ◊ 3 requested to be removed from the CWL – via update form
 - ◊ 1 online applicant requested to be removed
 - ◊ 1 was found to have assets in excess
 - ◊ 1 was deceased

Parry Sound District Housing Corporation
September 2022

Activity for Tenant and Maintenance Services

	Current	YTD
Move outs	1	15
Move in	3	49
L1/L2 Forms	0	3
N4 - notice of eviction for non payment of rent	0	5
N5 - notice of eviction disturbing the quiet enjoyment of the other occupants	0	9
N6 - notice of eviction for illegal acts or misrepresenting income for RGI housing	0	0
N7 - notice of eviction for willful damage to unit	0	0
Repayment Agreements	7	30
Wellness Checks	5	92
Mediation/Negotiation/Referrals	19	124
No Trespass Order	0	1

Maintenance

Pest Control	8	8 buildings monitored monthly
Vacant Units	15	one-bedroom (10); multiple bedroom (5) (not inclusive of The Meadow View)
After Hours Calls	5	Homeless individual, possible break in, disruptive tenant, no heat, lost keys 3 staff participate in on call phone tree system
Work Orders	40	maintenance work and related materials for the month of September
Fire Inspections	0	
Incident Reports	0	

Capital Projects September 2022

Local Housing Corporation and DSSAB Buildings

- * Quotes requested for the replacement of 2 HVAC units, along with roof assessment underway for the Waubeek Childcare Centre
- * Duplex Renovations: Burk's Falls, South River - **final drawings being prepared**
- * Highlands Childcare Centre: Water/Mechanical Systems - **plan in place; equipment installed and monitoring**
- * Esprit expansion – **structural review underway; awaiting tender documents**
- * Other Work completed during this time:
 - ✓ Approved a quote for replacement of windows
 - ✓ 5 heaters were replaced
 - ✓ Furnace filters were replaced at The Meadow View
 - ✓ Window and door sealants were replaced at the townhomes
 - ✓ Yardi training was completed
 - ✓ Dump runs were completed for various tenants/units to be turned over
 - ✓ Minor work orders were completed throughout the district
 - ✓ Generator line at 118 Church Street was buried
 - ✓ Retained CDCD Engineering to assess the retaining wall
 - ✓ Unit inspections completed and toilets were replaced
 - ✓ Carpets cleaned at Beechwood building with quote to replace the carpets where flooding occurred in September; investigation underway
 - ✓ Interviews and onboarding have been completed for a replacement for a new part-time position

Esprit Place Family Resource Centre

Emergency Shelter Services	September 2022	YTD
Number of women who stayed in shelter this month (may be duplicated within the month or year)	4	40 Number of women who stayed in the shelter this year who were unique to the shelter (unduplicated)
Number of children who stayed in the shelter	3	24
Direct service hours to women (shelter and counselling)	101	702
Resident bed nights (women and children)	169	1,571
Occupancy rate	56%	57%
Days at capacity	0 days at COVID capacity (7 rooms occupied)	21
Days over capacity	0	0
Phone interactions (crisis/support)	32	305

Outreach Services	September 2022	YTD
Number of women served this month	6	79
Number of NEW women registered in the program	1	36
Number of public ed/groups	0	1

Transitional Support	September 2022	YTD
Number of women served this month	6	35
Number of NEW women registered in the program	0	19
Number of public ed/groups offered	0	0

Child Witness Program	September 2022	YTD
Number of children/women served this month	6	60
Number of NEW clients (mothers and children) registered in the program	2	25
Number of public ed/groups offered	1	2



The Municipality of Powassan

POLICE SERVICE BOARD

AGENDA

OCTOBER 17, 2022

@ 6:00PM – CEDAR ROOM

1. Call to Order

Motion 2022-11

Moved By: jeff Dagg

Seconded By: Rebecca Metcalf

That the meeting is called to order at 6:20p.m.

PRESENT:

Markus Wand-Chair

Lauren Ryckman- Director of support services North Almaguin Highlands Community Living

Jeff Dagg- Provincial Appointee

Sergeant Andrew Kraemer-Interim Detachment Commander

Rebecca Metcalf- Member at Large

Absent with regrets:

Ben Mousseau-Protective Services

Mary Houghton- Crime Stoppers

Staff Sergeant Detachment Commander William McMullen

Staff:

Norma Conrad – Recording Secretary

2. Disclosure of pecuniary interests and general thereof:

None

3. Approval of Agenda

Motion 2022-12

Moved By: Rebecca Metcalf

Seconded By: Jeff Dagg

That the agenda is adopted.

4. Approval of Minutes

Motion 2022-13

Moved By: Rebecca Metcalf

Seconded By: Jeff Dagg

DATE OF COUNCIL MTG:	Nov 22/22
AGENDA ITEM #	8.3

That the minutes of the previous meeting of June 27, 2022 be adopted

5. Presentation(s)

None

6. Manager's Report

Sergeant Andrew Kraemer commented on the Calls for Service Report stating that there were not any glaring issues to report, numbers are all in line. But there were a few things that stood out on the report such as domestics disturbance, noise complaints and fraud. Which they all had a slight increase since the last report in March 2022. He also mentioned that they are partnering up with the North Bay City Police to develop a pamphlet called "victims of fraud" to help inform the public to be aware of fraud situations.

7. Member's Report

None

8. Crime Stoppers

Mary Houghton rep for Crime Stoppers was absent for this meeting

9. Old Business

9.1) Update on Bridge Dedication

There was a brief discussion on the Bridge Dedication for Sergeant Armstrong, but with pre-election going on things are on hold for now. Jeff Dagg mentioned that the memorial Anniversary date is September 11th. Once the election is over with Sergeant Kraemer is going to follow up and try to get answers and report back at our next meeting in December.

9.2) Review of Board Minutes

Received an email from Police Service Advisor Tom Gervais. To inform us that he has reviewed our Board minutes provided and found a membership issue to whom was our Provincial Appointee. As it stands to date our Appointee for our board is Jeff Dagg. Therefore, certain recorded minutes needed to be reviewed on the request by Tom Gervais. The following recorded minutes were as follows:

September 16, 2019

Motion 2022-14

Moved By: Jeff Dagg

Seconded By: Rebecca Metcalf

That the September 16, 2019, recorded minutes were re-addressed, discussed, and approved.

December 16, 2019

Motion 2022-15

Moved By: Rebecca Metcalf

Seconded By: Jeff Dagg

That the December 16, 2019, recorded minutes were re-addressed, discussed, and approved.

September 21, 2020

Motion 2022-16

Moved By: Jeff Dagg

Seconded By: Rebecca Metcalf

That the September 21, 2020, recorded minutes were re-addressed, discussed, and approved

December 14, 2020

Motion 2022-17

Moved By: Rebecca Metcalf

Seconded By: Jeff Dagg

That the December 14, 2020, recorded minutes were re-addressed, discussed, and approved

June 21, 2021

Motion 2022-18

Moved By: Jeff Dagg

Seconded By: Rebecca Metcalf

That the June 21, 2021, recorded minutes were re-addressed, discussed, and approved.

Also re-addressed the purchase of the Electronic Speed Sign, it was discussed, and approved.

10. New Business

None

11. Correspondence

11.1) Bank Statement

That the bank statement was added to the agenda package for the members viewing purpose only.

11.2) East Ferris Letter

The Board had a brief discussion on the letter that they received from the Municipality of East Ferris on the concerns that not enough is being done to protect children getting on and off school buses. There was a brief discussion. The Police Service Board -Powassan supports the intent of the Municipality of East Ferris Letter of their resolution and would like to bring the letter forward to the new council to adopt and that they are in favor of.

12. Addendums

None

13. Accounts Payable

None

14. Notice of Meeting

Motion 2022-19

Moved By: Rebecca Metcalf

Seconded By: Jeff Dagg

That the next meeting will be schedule for December 19, 2022, at 6:00pm

15. Closed Session

None

16. Adjournment

Motion 2022-20

Moved By: Jeff Dagg

That the meeting adjourned at 7:36p.m.

Seconded By: Rebecca Metcalf

Chair

Recording Secretary

District of Parry Sound



Social Services
Administration Board

1 Beechwood Drive | Parry Sound, ON | P2A 1J2
p. 705-746-7777 or 1-800-461-4464 (Français)

www.psdssab.org | facebook.com/PSDSSAB

November 17, 2022

Mayor Peter McIsaac
Municipality of Powassan
By e-mail to: lmarsall@powassan.net

Dear Mayor McIsaac and Council,

As your new term of Council commences, I would like to take this opportunity to congratulate you and wish you well in the next four years.

Under the *DSSAB Act*, the term of the present Board members who have been re-elected will come to an end on December 31st, 2022. The present Board members who represent Area 6 are Linda Alkins and Peter McIsaac. To provide continuous service to the District, two (2) members from your council should be appointed as soon as possible to represent Area 6.

Please find attached a document which contains information for Municipalities/TWOMOs.

The first Board meeting of the New Year will be held at 6:30 PM on Thursday, January 12, 2023 via Zoom Video Conference.

As well, we will be holding our Board Introduction on Friday, January 27, 2023 at the Log Cabin Inn located at 9 Little Beaver Blvd. in Seguin Township. It is *vitality important* for all Board members to attend this all-day event as it will orient them on the operations of the DSSAB.

Should you have any questions, please don't hesitate to reach out to me at 705-746-7777 ext. 5290 or via email at jharris@psdssab.org.

Sincerely,

Jennifer Harris
Administrative Officer

DATE OF COUNCIL MTG.	Nov 22/22
AGENDA ITEM #	8.4.

District of Parry Sound



Social Services
Administration Board

Information for Municipalities/TWOMOs

Contact Person:	Jennifer Harris, Administrative Officer
Address:	1 Beechwood Drive, Parry Sound, ON, P2A 1J2
Phone Number:	705-746-7777 ext. 5290
E-mail:	jharris@psdssab.org
Meeting Schedule:	Second Thursday of each month
Meeting Place:	Via Zoom video conference
Meeting Time:	6:30 PM
Number of Members:	15
Payment to Members:	Refer to document "Board Honoraria & Expenses"
Areas Represented:	Refer to document "Naming Board Members"
DSSAB Procedures:	Refer to document "Procedural Rules"
Electronic Meeting Protocol:	Refer to document "Protocol for Electronic Meetings"
Term Ending:	December 31 st , 2026

BOARD HONORARIA AND EXPENSES

HONORARIA:

The rates for honoraria paid will be as follows:

- Chair: \$620 per month plus \$205 per Board Meeting
- Vice Chair: \$165 per Board meeting
- Reg. Board Member Rate: \$135 per meeting
- Conference Call Rate: \$25 per conference call

At the beginning of every new term of the Board, rates to be adjusted annually (rounded to the nearest \$5.00) as specified by the consumer price index.

Honoraria Criteria

The following rules will be followed for payment of honoraria:

1. The meeting rate will be paid only for actual meetings attended. The rate is paid for each meeting or committee meeting held.
2. The Chair's and Vice-Chair's rate only applies to regular Board meetings. The regular Board member rate applies if other meetings must be attended in the month.
3. If Board committee meetings are held immediately prior to or following a duly called Board or Board committee meeting, the committee meeting shall be paid at 75% of the regular rate.
4. The regular meeting rate will be increased to \$165 for any Board meeting held prior to 4:00 p.m.
5. Each or any meeting exceeding 4 hours in length will be paid at \$200.
6. Attendance at conventions or training events is recognized at the regular meeting rates.

TRAVEL & EXPENSE REIMBURSEMENT:

Travel

The following criteria will be followed for payment of travel:

1. Attending meetings on behalf of the DSSAB will be reimbursed as authorized by the Board Chair.
2. When accommodations are needed for health & safety reasons (such as weather conditions, tiredness/fatigue) they should be made in the same location of the meeting/training event and will be reimbursed upon submission of receipt.
3. Airfare, taxi fare and parking reimbursed by receipt.
4. Temporary Mileage rate (to be reviewed in February 2023): \$0.55 per kilometer

Meals

The rates for meals paid will be as follows:

- Meal allowance for *out of District*:

Breakfast	\$12.00
Lunch	\$18.00
Dinner	\$35.00
- Meal allowance for in District will be reimbursed upon submission of receipts.

Note: Cost of alcohol & entertainment will not be reimbursed

Last Revision Date: October 2022



Naming Board Members

Schedule 4 of O.Regulation 278/98, an amended regulation made under the *District Social Services Administration Boards Act* directs that “the district for the District of Parry Sound Social Services Administration Board is the District of Parry Sound, excluding the area of the jurisdiction of the Corporation of the Municipality of Killarney” and “. . . shall be comprised of 15 members”.

The district is represented by areas and membership by area is required as follows:

- AREA 1 - 2 members from the:**
Corporation of the Township of Seguin
- AREA 2 - 3 members appointed jointly from the:**
Corporation of the Township of the Archipelago (2)
Corporation of the Town of Parry Sound (1)
(*Agreement established to rotate membership by term*)
- AREA 3 - 2 members appointed jointly from the:**
Corporation of the Township of Carling
Corporation of the Municipality of Whitestone
Corporation of the Township of McDougall
Corporation of the Township of McKellar
- AREA 4 - 2 members appointed jointly from the:**
Corporation of the Town of Kearney
Corporation of the Village of Burk's Falls
Corporation of the Township of Armour
Corporation of the Township of Perry
Corporation of the Township of Ryerson
Corporation of the Township of McMurrich-Monteith
- AREA 5 - 2 members appointed jointly from the:**
Corporation of the Village of South River
Corporation of the Village of Sundridge
Corporation of the Township of Joly
Corporation of the Township of Machar
Corporation of the Township of Strong
Corporation of the Township of Magnetawan

District of Parry Sound



Social Services
Administration Board

Naming Board Members

- AREA 6 - 2 members appointed jointly from the:**
Corporation of the Municipality of Powassan
Corporation of the Municipality of Callander
Corporation of the Township of Nipissing
- AREA 7 - 2 members, selected from the Territory Without Municipal Organization**

Members must be Canadian citizens, at least 18 years of age and not employed by the Parry Sound DSSAB.

Resolutions appointing area members should be forwarded to the attention of:

Mrs. Jennifer Harris, Administrative Officer
District of Parry Sound Social Services Administration Board
1 Beechwood Drive
Parry Sound, Ontario
P2A 1J2
E-MAIL: jharris@psdssab.org

Procedural Rules

Procedural rules to govern the proceedings of the District of Parry Sound Social Services Administration Board.

1. Interpretation

In the *Procedural Rules*,

- (a) "Board" means the District of Parry Sound Social Services Administration Board.
- (b) "Chair" means the Chair of the District of Parry Sound Social Services Administration Board.
- (c) "Vice-Chair" means the Vice-Chair of the District of Parry Sound Social Services Administration Board.
- (d) "Member" means a Member of the District of Parry Sound Social Services Administration Board.
- (e) Committee Chair means the Chair of a Committee of the District of Parry Sound Social Services Administration Board.
- (f) Chief Administrative Officer (CAO) means the CAO of the District of Parry Sound Social Services Administration Board.
- (g) "Rule of Procedure" means the rules and regulations provided in these *Procedural Rules*.

2. Rules of Procedure Adopted

The proceedings of the District of Parry Sound Social Services Administration Board and all Committees thereof, the conduct of the Members and the calling of meetings shall be governed by the provisions of the *Procedural Rules* and the rules and regulations contained in the *Procedural Rules*, provided that the rules and regulations contained herein may be suspended by a vote of not less than eight members of the Board present and voting, excluding the Chair, and except as provided herein, the rules of parliamentary procedure as contained in *Bourinot's Rules of Order* Current Edition, shall be followed for governing the proceedings of the Board and the conduct of its members.

3. Execution of Documents

Whenever to give effect to any resolution or *Procedural Rules* of the Board or to perform any of the statutory duties of the Board the execution of any document is required, the Chair and the CAO are hereby authorized for and in the name of the Board to execute and to affix the seal of the Board, as needed, to such documents.

4. Recording Equipment

- (a) At the meetings of the Board or its Committees, the use of cameras, electric lighting equipment, flash bulbs, recording equipment, television cameras and any other device of a mechanical, electronic or similar nature used for transcribing or recording proceedings by auditory or visual means by any person other than the Administrative Officer of the meeting including but not limited to, members, representatives of any news media whatsoever or members of the public is prohibited unless authorized in advance by the Chair or Committee Chair as the case may be.

District of Parry Sound



- (b) When exercising the discretion to authorize the use of equipment such as described in (a) regard shall be had as to whether the use will be a distraction to the meeting and to whether there is an Administrative Officer of the Board present with the capability of providing a complete record of the meeting.

5. Election of Chair and Vice-Chair

The CAO shall act as Chair and the election shall proceed in the normal manner by resolution of the members present provided that before a vote is taken the person nominated must agree to serve as Chair.

When a Chair has been elected the CAO shall vacate the chair and the Chair shall preside over the election of the Vice-Chair, which shall proceed in a like manner.

6. Chair

The Chair shall be entitled to vote at all meetings of the Board and shall be ex-officio a member of all Standing and other Committees of the Board and entitled to vote at those meetings.

7. Vice-Chair

The Vice-Chair shall be entitled to vote at all meetings of the Board and shall be ex-officio a member of all Standing and other Committees of the Board, *when acting in place of the Chair* and entitled to vote at those meetings.

8. Duties of Chair

It shall be the duty of the Chair or other presiding officer:

- (a) to open the meeting of the Board by taking the Chair and calling the Members to order;
- (b) to announce the business before the Board in the order in which it is to be acted upon;
- (c) to receive and submit, in the proper manner, all motions presented by the Members of the Board;
- (d) to put to vote all questions, which are regularly moved and seconded, or necessarily arise in the course of the proceedings, and to announce the result;
- (e) to decline to put to vote, motions which infringe upon the rules of procedure;
- (f) to restrain the Members, when engaged in debate, within the rules of order;
- (g) to enforce on all occasions, the observance of order and decorum among the Members;
- (h) to call by name, any Member persisting in breach of the rules of order of the Board, thereby ordering the member to leave the meeting;
- (i) to receive all messages and other communications and announce them to the Board, with the support of the Administrative Officer;
- (j) to authenticate by their signature, when necessary, all *Procedural Rules*, and resolutions;
- (k) to inform the Board when necessary, or when referred to, for the purpose on a point of order or usage;
- (l) to select Members who are to serve on committees when directed to do so by a resolution of the Board;
- (m) to adjourn the meeting when the business is concluded;
- (n) if they consider it necessary because of grave disorder, the Chair may adjourn the sitting without question put, or suspend the sitting for a time to be named by them.



Board Meetings

9. Place

Meetings of the Board shall be held virtually with in-person meetings being held as required. In-person meetings shall be held at the place designated and used by the Board from time to time for such purposes.

10. Ordinary Meetings

- (a) Virtual meetings of the Board shall be held at the hour of 6:30 PM and in-person meetings shall be held at the hour of 7:00 PM on the second Thursday of every month unless otherwise provided by resolution of the Board or unless such a day shall be a public holiday or civic holiday in which case the Board shall meet at the same hour the next day, which is not a public or civic holiday, unless otherwise provided by resolution of the Board.
- (b) Notice of all meetings of the Board setting forth the matters to be considered shall be given to all members of the Board by electronic means, not less than *forty-eight* hours in advance of the time fixed for the meeting.

11. Special Meetings of the Board

- (a) The Chair may at any time summon a special meeting of the Board.
- (b) The CAO may at any time summon a special meeting of the Board, in consultation with the Chair.
- (c) Notice of all special meetings of the Board setting forth the matters to be considered at such special meetings shall be given to all members of the Board by electronic means, not less than *forty-eight* hours in advance of the time fixed for the meeting. The Administrative Officer shall give such other notice of the meeting to the members by telephone or otherwise as best can be done within the circumstances.

Order of Proceedings at Board Meetings

12.

- (a) *Presiding Officer:* The Chair shall preside carrying out the duties authorized in Rule 8.
- (b) *Calling to Order:* As soon after the hour fixed for the holding of the meeting of the Board and quorum is achieved, the Chair shall take the Chair and call the meeting to order. A quorum shall be 8 Members of the Board representing at least 4 of the 7 Areas.
- (c) *Absence of Chair:* In the absence of Chair the Vice-Chair shall call the Members to order and shall preside until the arrival of the Chair and while so presiding the Vice-Chair shall have all the powers of the Chair. In the case of the absence of both, an interim Chair shall be appointed.

13. No Quorum

Lack of a quorum for a Board meeting may be resolved by one of the following procedures:

- (a) If no quorum is present to enable a meeting to commence one half hour after the time appointed for a meeting of the Board, the Administrative Officer shall, call the roll and

District of Parry Sound



Social Services
Administration Board

record the names of the members present and the members shall stand discharged from waiting further.

- (b) When in the Chair's opinion, a Board meeting should not convene at the scheduled hour because of unforeseen circumstances on the day of a Board meeting that has been properly called then the Chair may:
 - i. direct the Administrative Officer to notify the members that the meeting will stand adjourned, not cancelled, at the appointed hour to reconvene at the same time of commencement on the next following day, or at such other time and place as the Chair shall then determine; or
- (c) If during the course of a Board meeting a quorum is lost then the Chair may:
 - i. declare the meeting stand adjourned, not ended, to reconvene at such time and place as the Chair shall then determine;
- (d) The Chair shall give notice of any meeting so adjourned and to be reconvened as best can be done within the time available.

14. Order of Business

The routine order of business for the ordinary meetings of the Board shall be as follows:

- Land Acknowledgement
- Minutes of Previous Meeting
- Deputations and Presentations
- Reports
- Outstanding Issues
- New Business
- Correspondence

And all business shall be taken up in the order of routine in which it stands as shown on the agenda unless otherwise decided *by the concurring vote of the majority of the Members* of the Board.

Rules of Debate

15.

- (a) Every Member previous to speaking to any question or motion shall address the Chair.
- (b) When two or more Members attempt to speak, the Chair shall designate the Member who has the floor who shall be the Member who, in the opinion of the Chair, first spoke.
- (c) The Chair may on any question or matter request the CAO to respond or to initiate an appropriate response to the Board.

16.

Every Member present at a meeting of the Board when a question is put shall vote thereon.

17.

When a Recorded Vote is requested by a Member, or is otherwise required, the Administrative Officer shall record the name and vote of every member of any matter or question.

District of Parry Sound



18.

If a Member disagrees with the announcement of the Chair that a question is carried or lost they may, but only immediately after the declaration by the Chair, object to the Chair's declaration and require a Recorded Vote to be taken, without any further comment or discussion.

19.

When a Member is speaking no other member shall pass between the speaker and the Chair or make interruption except to raise a point of order.

20.

Any Member may require the question or motion under discussion to be read at any time during the debate but not so as to interrupt a Member while speaking.

21.

No Member shall speak more than once to the same question without leave of the Board, except that a reply shall be allowed to be made only by a Member of the Board who has presented the motion to the Board, but not by any Member who has moved an amendment or a procedural motion.

22.

No Member, without leave of the Board shall speak to the same question, or in reply, for longer than ten (10) minutes.

23.

- (a) A Member may ask a question only for the purpose of obtaining information relating to the matter under discussion and such question must be stated succinctly and asked only of the previous speaker.
- (b) Notwithstanding paragraph (a), when a Member has been recognized as the next speaker, then immediately before speaking such Member may ask a question of the Chair or an employee of the Board on the matter under discussion but only for the purpose of obtaining information following which the Member shall speak.
- (c) All motions shall be in writing with the mover and seconder recorded.

Points of Order and Privileges

24.

The Chair shall preserve order and decide questions of order.

Conduct of Members at Board Meetings

25.

No member shall disobey the rules of the Board or a decision of the Chair or of the Board on questions of order or practice or upon the interpretation of the rules of the Board; and in case a

District of Parry Sound



Member persists in any such disobedience after having been called to order by the Chair, the Chair may forthwith put the question, no amendment, adjournment or debate being allowed, "that such Member be ordered to leave their seat for the duration of the meeting of the Board": but if *that* Member *withdraws their remarks, they shall* be permitted to retake their seat.

26.

Members shall conduct themselves in a respectful, professional and ethical manner including conduct among themselves and towards employees of the DSSAB. Members are responsible for setting a positive example and to behave and communicate in a manner which will not offend, embarrass or humiliate others. A respectful workplace values:

- Diversity and human rights of others related to their race, national or ethnic origin, colour, religion, age, sex, marital status, family status, any physical or mental disability and sexual orientation
- The dignity of a person
- Courteous conduct
- Mutual respect, fairness and equality
- Collaborative working relationships

27.

Members shall maintain, at all times the confidentiality of all confidential information and records of the DSSAB concerning matters dealt with In-Camera or that is determined to be confidential by the Chair of the Board. Members shall not make use of or reveal such information or records that are not in the public domain. Members shall comply with the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)* and the *Personal Information Protection and Electronic Documents Act (PIPEDA)* at all times.

28.

Members must not accept gifts or personal benefits that are connected with their performance of the duties as a Board member of the DSSAB.

29.

Members shall not misappropriate or use the Board's assets for personal use and shall ensure that all Board property assigned to them is maintained in good condition and shall be accountable for such property. No members shall bid on or receive any property that has been offered for sale.

Board Agenda

30. Order of Business

The CAO shall have prepared and printed a list of the items in the order of topics set out as the routine of business in Rule 14 hereof, for the use of each Member at an ordinary meeting.

- (a) It shall be the duty of the CAO to ensure that the minutes of the last ordinary meeting, and all Committee meetings held more than five days prior to an ordinary meeting, together with the agenda delivered electronically to each Member not less than forty-eight hours before the hour appointed for the holding of such ordinary meeting.

District of Parry Sound



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Administration Board

- (b) Such minutes as referred to in clause (a) of this paragraph may be adopted by the Board without having been read at the meeting considering the question of their adoption.
- (c) Minutes may be amended by the correcting of the record if necessary for accuracy but not otherwise deleting portions thereof.

31. Committee Reports

No action shall be taken with reference to committee report recommendations, until adopted by the Board.

32. Outstanding Issues

The items listed in the order of the topics set out in the agenda of prior meetings which have not been disposed of by the Board and the date of their first appearance on the agenda shall be noted and repeated on each subsequent agenda until disposed of by the Board, unless removed from the agenda by leave of the Board.

Voting on Motions

33.

- (a) *Motion Required:* No discussion shall take place prior to the Chair reading the motion, which has been duly moved and seconded.
- (b) *Question Stated:* Immediately preceding the taking of the vote, the Chair may state the question in the form introduced and shall do so if required by a Member.

34. Vote Not Allowed

A Member not present before the result of the vote on a question is declared, shall not be entitled to vote on that question.

35. Unrecorded Vote

The manner of determining the decision of the Board on a motion shall be at the discretion of the Chair and may be by voice, show of hands, or standing.

Proceedings in Board Meetings

36.

The rules governing the procedure of the Board and the conduct of Members shall be observed so far as they are applicable, provided that:

- (a) no vote shall be recorded, unless requested by a Member;
- (b) the number of times speaking on any question shall not be limited unless a Member moves that the vote be now taken;
- (c) no Member shall speak more than once, except to make an explanation until every Member who desires to speak shall have spoken.

District of Parry Sound



37.

The Chair shall be entitled to vote at meetings thereof as a Member but shall not have a second or casting vote in the event of an equality of votes of any question.

Proceedings in In-Camera Meetings

38.

A Board meeting *may* be In-Camera (closed to the public) when the subject matter under consideration involves;

- i. the security of the property and services of the Board;
- ii. the disclosure of intimate, personal or financial information in respect of a member of the Board or a committee or an employee or prospective employee of the Board;
- iii. the acquisition or disposal of property;
- iv. a decision in respect of negotiations with employees of the Board;
- v. an opinion of the Board's solicitor, disclosure of which would not be in the public interest;
- vi. decision concerning negotiations for an agreement or contract between the Board and a third party, or
- vii. the consideration of a request under MFIPPA/PIPEDA.

Proceedings in Committee Meetings

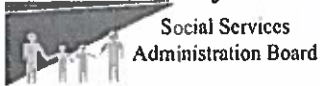
39.

- (a) The Committee Chair or in their absence, such other Member of the Committee as may be appointed by the concurring vote of a majority of the Members of the Committee present, shall preside at every meeting and may vote on all questions submitted, but in case of an equal division of votes, the Committee Chair shall not have an extra casting vote and the question shall be deemed to have been decided in the negative.
- (b) In the absence of the Committee Chair for a period of fifteen (15) minutes after the time appointed for the holding of a meeting of the Committee or if the Committee Chair leaves a meeting in progress, one of the other Members of the Committee, if there be a quorum present, may be appointed as provided in clause (a) of this paragraph and shall discharge the duties of the Committee Chair during the meeting or until the arrival or return of the Committee Chair.
- (c) Upon the arrival or return, the Committee Chair shall have the option of assuming the chair. The option shall be exercised immediately following completion of discussion of the item under (d). If there be no quorum present thirty (30) minutes after the time appointed for the meeting, the meeting shall stand adjourned at the call of the Committee Chair.
- (d) A majority of the Members of the Committee is necessary to constitute a quorum.

40.

Where two (2) or more Committees of the Board meet in joint session and a resolution is passed at such a meeting, the resolution shall be deemed to be a resolution or decision of each committee, provided a quorum of each committee is present. The Chair of a joint session shall be chosen by the majority of the members present. When a member including the Chair is a member of more than one of the Committees meeting in joint session, the member may be

District of Parry Sound



counted with each Committee when calculating quorum but when voting in a joint session shall have only one vote.

41.

The CAO or their designate shall be the secretary of each committee and shall forward a copy of the minutes of each committee to the Chair and to the members of the Board as soon as available if necessary or with the agenda for the next regular meeting of the Board.

Amendments

42.

- (a) This by-law shall not be amended or repealed except by a simple majority vote of the Members of the Board other than the Chair.
- (b) No amendment or repeal of the *Procedural Rules* or any part thereof shall be considered at any meeting of the Board unless notice of proposed amendment or repeal has been given at a previous ordinary meeting of the Board and the waiving of this notice by the Board is prohibited.

Protocol for Electronic Meetings Open to the Public

The following procedures will be utilized to ensure effective and efficient participation in meetings using electronic means:

1. Attendance will be taken by the Administrative Officer and duly recorded to ensure all participants (Members and Staff) are recognized as in attendance, and to ensure there is a quorum of the Board.
2. All Members participating by electronic means must comply with the requirements of the *Municipal Conflict of Interest Act* by declaring a conflict with a specific item(s) on the Agenda.
3. Each participant shall ensure there is no background noise at the location from which they are using the electronic means to connect to the meeting. Participants should mute their phones when not talking. This substantially eliminates background noise and unnecessary feedback.
4. Each Member participating by electronic means will inform the Chair of their intention to leave the meeting either on a temporary or permanent basis to ensure a quorum is maintained at all times.
5. In the event that a participant is disconnected from the meeting, that person should reconnect unobtrusively. If the disconnection of a Member causes a lack of quorum, the Chair will recess for a short break, until the Member can reconnect.
6. The Chair shall call on staff, as needed.
7. Movers and seconders for all motions will be assigned by the Administrative Officer. The Administrative Officer will read each motion and indicate the member who is moving and seconding the motion. If, when the motion is read, you would prefer to not move or second a particular motion, please advise the Chair at that point.
8. Once the motion is on the table, each Member shall have an opportunity to address the motion. Members not speaking shall not interrupt those who are speaking. When there are no further speakers to the motion, the Chair shall put the motion to a vote.
9. After the vote, the Administrative Officer will announce whether the motion is carried.

Protocol for Electronic Meetings Closed to the Public

1. In addition to the protocol for meetings open to the public, everyone participating by video or audio conferencing will ensure that they are situated in a location such that others not permitted to participate in the closed session meetings are unable to hear or see any and all proceedings of the closed session meeting. Confidentiality must be maintained at all times.

District of Parry Sound



Social Services
Administration Board

2023 Board Meeting Dates

DATE	TIME	LOCATION
January 12 th	6:30 PM	Via Zoom Video Conference
January 27 th	All-Day Event	<u>Board Introduction</u> Log Cabin Inn 9 Little Beaver Blvd., Seguin
February 9 th	6:30 PM	Via Zoom Video Conference
March 9 th	6:30 PM	Via Zoom Video Conference
April 13 th	6:30 PM	Via Zoom Video Conference
May 11 th	6:30 PM	Via Zoom Video Conference
June 8 th	6:30 PM	Via Zoom Video Conference
July 13 th	6:30 PM	Via Zoom Video Conference
August 10 th	6:30 PM	Via Zoom Video Conference
September 14 th	6:30 PM	Via Zoom Video Conference
October 12 th	6:30 PM	Via Zoom Video Conference
November 9 th	6:30 PM	Via Zoom Video Conference
December 14 th	6:30 PM	Via Zoom Video Conference

Date: November 22, 2022

Moved by _____

Seconded by _____

That correspondence dated November 17th from the District of Parry Sound Social Services Administration Board be received, and further

That Mayor McIsaac be nominated as representative for Area 6 to the District of Parry Sound Social Services Administration Board for the 2023-2026 term of Council.

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 Leo Patey					

To: Clerk, Council
From: Director of Public Works & Engineering
Re: RFP 2022-07: Queens Avenue Detailed Survey

ANALYSIS:

Below please find the summary of the Queens Avenue Detailed Survey request for proposal that closed on October 14, 2022 at 10:00am, and was opened at 250 Clark Street-Birch Room at 10:05am. All submissions have been reviewed by staff, and Proposal openings were witnessed by:

Codey Munshaw- Director of Public Works & Engineering, and Kim Bester – Deputy Clerk.

Five (5) RFP packages were picked-up, emailed, or uploaded, and a total of One (1) bid was received.

Company	Quote (Tax Included)
Tulloch Geomatics Inc.	\$11,865.00


Signed bid form were included in proposal submissions

The Proposal received was checked for errors and omissions, and none were found.

CONCLUSION:

That RFP 2022-07 for Queens Avenue Detailed Survey in the amount of \$11,865.00 including H.S.T. has been awarded to Tulloch Geomatics Inc.

Respectfully submitted by,

Codey Munshaw, P.Eng: , Date: October 18, 2022
Director of Public Works & Engineering

DATE OF COUNCIL MTG.	<u>Nov 22/22</u>
AGENDA ITEM #	<u>9.1</u>

To: Council
From: Treasurer/Director of Corporate Services
Re: RFP for Integrity Commissioner Services

RECOMMENDATION:

That the staff report regarding the RFP for Integrity Commissioner Services be received; and that ADR Chambers Inc be appointed as Integrity Commissioner for the Municipality of Powassan; and that By-law 2018-26 be rescinded.

ANALYSIS:

At the meeting of August 16, 2022, Council was informed that a group of South Almaguin municipalities were issuing a joint RFP for Integrity Commissioner services. It was suggested that, with one year remaining on our existing agreement with Municipal Advisory Services, that Powassan consider joining in this process and terminate the agreement one year early. Powassan was one of ten municipalities that participated in the process.

In all, a total of five responses were received for the RFP. The RFP, on page 10, included a section on how the proposals would be evaluated.

On Wednesday November 2, 2022, an evaluation committee, made up of staff members who volunteered to sit on the committee, met to evaluate the proposals received. The evaluation committee consisted of:

- John Theriault, Clerk-Treasurer/Administrator for the Township of Armour
- Brayden Robinson, Treasurer/Director of Corporate Services for the Municipality of Powassan
- Nancy Austin, Clerk-Administrator for the Village of Sundridge
- Allyson Pedwell, Deputy Clerk for the Township of McMurrich/Monteith
- Don McArthur, Clerk-Administrator for the Village of South River

The committee reviewed all of the proposals received and is recommending that the municipalities approve the proposal from ADR Chamber Inc. This proposal scored the highest based on the criteria included in the RFP. ADRC is a large firm with a dedicated Integrity Commissioner practice serving 25 municipalities, including such municipalities as the City of Waterloo, City of Timmins, Regional Municipality of Niagara, and the City of Brantford. The Lead Integrity Commissioner would be Michael Maynard, who is currently serving the Town of Grimsby, Toronto District School Board, and Regional Municipality of Niagara, among others.

The proposal does include a retainer, which is \$3,000 per year, for all of the municipalities involved. Therefore, the cost, if all the municipalities agree to accept this proposal, would be \$300 per year per municipality. Note that this equals the current retainer in place with MAS.

Armour, the lead municipality in this process, has requested a commitment to accept this proposal. MAS has been notified of our intent to withdraw from the agreement effective December 31, 2022.

DATE OF COUNCIL MTG.	Nov 22/22
AGENDA ITEM #	9.2

MEMORANDUM

TO: MAYOR/COUNCIL
FROM: K.BESTER, DEPUTY CLERK
DATE: OCTOBER 25, 2022
RE: JARDINE SEVERANCE APPLICATION

Our Planner has reviewed and provided the following comments/recommendation:

1. The proposed severed lot is vacant. The application form indicates a severed lot area of 0.09741 ha (0.2407 acres) with no street frontage.
2. The proposed retained lot (503 Valleyview Drive) is large in size and developed with a dwelling and accessory buildings, and contains agricultural fields. The retained lot and has two frontages on Valleyview Road. The application form indicates frontages of 14m (46ft) and 7.62m (25ft). The area of the retained lot is not provided on the application form. Based on the survey provided from a previous severance inquiry, the retained lot has one 20.1m (66ft) frontage located south of 615 Valleyview Road and a second 7.0m (23ft) frontage located south of 505 Valleyview Road. The area of the retained lot is shown to be 20.39 ha (50.34 acres) on the survey. It is unclear how the lot area and frontage numbers were determined on the application form. The area and frontage measurements numbers included on the previous survey are preferred for accuracy purposes.
3. The proposed benefitting lot (505 Valleyview Drive) is developed with an existing dwelling. The benefitting lot is 0.067 ha (0.17 acres) with 16.8m (55 ft) of frontage on Valleyview Drive. The enlarged benefitting lot will be 0.16441 ha (0.41 acres) with no change in frontage.
4. The severed lot is zoned Rural (RU) and Residential (RV1).
5. The benefitting lot to be enlarged is zoned Residential (RV1).
6. The retained lot is zoned Rural (RU), Residential (RV1), and Environmental Protection (EP1).
7. The RU zone requires a minimum frontage range of 135m to 50m and a minimum lot area of 10ha to 1.0ha depending on the land use.
8. The RV1 zone requires a minimum frontage of 15m and a minimum lot area of 603.8 sq m.
9. The frontage and area of the enlarged benefitting lot complies with the Residential (RV1) zone but not the Rural (RU). To address this issue, a Zoning By-law Amendment will be required to rezone part of the severed lot from Rural (RU) to Residential (RV1). Rezoning the lands to Residential (RV1) will also result in consistent zoning over the entire benefitting lot and remove the range of permitted rural uses. The requirement for a Zoning By-law Amendment to rezone the severed lot can be made a condition of approval.
10. The area of the resultant retained lot complies but the frontage does not, however there is no reduction in the existing frontage and the existing legal non-complying frontage will continue to exist. For this reason, there is no requirement to permit the retained lot with reduced lot frontage.
11. Section 5.1.5 of the Official Plan states that *Two areas in the Urban Service Area have been identified and set aside for future residential development areas, in anticipation of the further build-out of the Powassan Urban Service Area when the demand for new fully-serviced urban development lots is realized.*
12. The lands to be severed (503 Valleyview Drive) are located within the Powassan Urban Boundary and designated 'Future Residential' by the Official Plan.
13. Section 7.3 of the Official Plan requires a minimum road allowance width of 20m (65.6ft). The northern frontage of 503 Valleyview Drive is 20.1m (66ft) wide and is available for future public road access though a future extension of Osborne St. The southern frontage that contains the existing driveway access is only 7.0m (23ft) wide and does not meet the minimum width requirement for a future public road. The proposed lot addition does not reduce the existing width of the southern frontage.
14. I have no objection to the proposed application, provided the standard conditions are applied.

DATE OF COUNCIL MTG.	Nov 22/22
AGENDA ITEM #	9.3

NORTH ALMAGUIN PLANNING BOARD

NOTICE OF A COMPLETE APPLICATION AND A PUBLIC MEETING FOR A CONSENT

B33/POWASSAN/2022

(UNDER THE PLANNING ACT RSO 1990 CH P 13 AS AMENDED)

TAKE NOTICE that the North Almaguin Planning Board (NAPB) will be considering the noted application for a consent under Section 53 of the *Planning Act* at a public meeting to be held Wednesday, 26 October 2022 at 5:30 p.m. at 250 Clark Street, Powassan, Ontario.

THE PURPOSE AND EFFECT of the proposed Consent is to:

CREATE a 0.0941 ha PARCEL to be conveyed as a LOT ADDITION to 505 Valleyview Drive ^{West} ~~East~~ (Powassan)
(Back Lot, Lot Addition)

PROPERTY OWNER(s): Jean Jardine

IF A PERSON OR A PUBLIC BODY WISHES TO FILE AN APPEAL, BE NOTIFIED OF THE DECISION OR OBTAIN ADDITIONAL INFORMATION, PLEASE CONTACT THE UNDERSIGNED AND QUOTE FILE NUMBER B33/POWASSAN/2022.

DATED AT POWASSAN THIS 5th day of October 2022.

PLEASE EXPRESS ANY QUESTIONS or COMMENTS BY WRITTEN SUBMISSION via email to northalmaguinplanningboard2018@gmail.com no later than Monday, 24 October 2022. NOTE that the COVID containment regulations recommend that persons entering the building must be symptom free and are encouraged to wear a mask while in 6m proximity to other persons.

North Almaguin Planning Board
Box 57, Powassan ON P0H 1Z0

705-724-6758 / Email northalmaguinplanningboard2018@gmail.com



Resolution no. 2022 - _____

Date: November 15, 2022

Moved by: _____

Seconded by: _____

That the Council of the Municipality of Powassan concurs with the request in Consent Application B33/POWASSAN/2022 for the LOT ADDITION to 505 Vallevue Drive West and requests that, per our Planner's recommendation, that standard conditions are applied.

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					



Resolution no. 2022 - _____

Date: November 22, 2022

Moved by: _____

Seconded by: _____

That the Council of the Municipality of Powassan concurs with the request in Consent Application B33/POWASSAN/2022 for the LOT ADDITION to 505 Vallevue Drive West and requests that, per our Planner's recommendation, that standard conditions are applied.

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 Leo Patey					

Date: November 22, 2022

Moved by: _____

Seconded by: _____

That the Council of the Municipality of Powassan concurs with the request in Consent Applications B30 and B31/POWASSAN/2022 for the creation of two (2) new lots on Memorial Park Drive, per our Planner's recommendation, that standard conditions are applied and that the school board confirms that services are provided to the new lot.

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 Leo Patey					

DATE OF COUNCIL MTG:	NW 22/22
AGENDA ITEM #	9.4

MEMORANDUM

TO: MAYOR/COUNCIL
FROM: K.BESTER, DEPUTY CLERK
DATE: NOVEMBER 7, 2022
RE: WAND SEVERANCE APPLICATIONS (2)

Our Planner has reviewed and provided the following comments/recommendation:

Provincial Policy Statement (PPS), 2020

1. Section 1.1.5 of the PPS identifies the subject property being located in the Rural Area and on Rural Lands. Limited lot creation, where locally appropriate and where adequate servicing can be provided is permitted on Rural Lands.
2. Section 1.1.5.8 of the PPS directs that new land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the minimum distance separation formulae. There appears to be several existing barns located on neighbouring lots.
3. Section 2.1.1 of the PPS directs that natural features and areas shall be protected for the long term

Comments

- New lot creation for single detached residential uses is permitted on the subject lands.
- The barns located on neighbouring properties are more than 500m from the severed lots and MDS calculations are not required due to this large separation.
- The entire frontage of the easterly severed lot abutting Memorial Park Drive is identified by the North Bay Mattawa Conservation Authority as being 'Wetland'. Only part of the wetland feature is designated and zoned Environmental Protection. FRi Ecological Services completed a Scoped Environmental Impact Study for the driveway access to proposed Lot #2. The study confirmed the wetland is not a significant wetland, and concluded there will be no negative impacts to the wetland hydrology, fish or fish habitat, provided the driveway is constructed in the recommended location and associated mitigation measures are appropriately implemented.
- The North Bay Mattawa Conservation Authority has confirmed the resultant lots can be adequately serviced with private services.
- The proposed severances have been reviewed against the PPS and are found to be consistent.

Growth Plan for Northern Ontario, 2011

1. The Growth Plan promotes economic development and investment, connected infrastructure, protection of the environmental resources and growing the population base.

Comments

The proposed severances have been reviewed against the Growth Plan for Northern Ontario and are found to be consistent.

Powassan Official Plan, 2003

The subject property is designated Rural and Environmental Protection on Schedule A and Wetland/Flood Plain on Schedule B of the Powassan Official Plan. A coldwater stream passes through the property on Schedule B. The proposed lots are located in the Rural designation and approx. 90m from the Open Space and Wetland/Flood Plain designation, however air photos and Conservation Authority mapping shows a wetland area on the frontage of the easternly new lot.

The following policies excerpts are particularly relevant to the application:

1. Section 8.1 applies to Severances and directs that applications for land division through the consent process will only be considered if the proposal is minor in nature, does not result in unnecessary expansion of the present level of municipal services and is in compliance with the Objectives and General Development policies of this Plan.

2. Section 8.1.1 provides the required severance criteria and states that every severance application received by Council and Planning Board for the purpose of creating a new lot shall meet the following criteria:
 - The lot size and setback requirements must satisfy specific requirements of this Plan and meet the implementing zoning by-law requirements;
 - The proposed lot must front on a publicly maintained road;
 - The lot must have road access in a location where traffic hazards such as obstructions to sight lines, curves or grades are avoided;
 - The lot size, soil and drainage conditions must allow for an adequate building site and to allow for the provision of an adequate means of sewage disposal and water supply, which meets the requirements of the Building Code;
 - New lots in Rural areas must have a minimum lot size of 1.0 ha or be in keeping with policy 5.7.3 iv) of this Plan;
 - Any lot for permanent residential use must be located on a year round maintained municipal road or Provincial highway;
3. Section 5.7.2 includes the Servicing policies for the Rural designation and state that new residential lots will be of a size which is appropriate to sustain private sewage and water systems which will have no on- or off-site impacts. To determine the appropriate size for development lots, hydrogeological investigations may be necessary to demonstrate the appropriateness of the development proposal. Outside of existing residential clusters, hydrogeological investigations will be required for new lots which are proposed to be smaller than 1 hectare
4. Section 5.7.3 applies to New Lots and requires:
 - New lots developed for residential purposes will be limited to a maximum of two lots from any parcel of land that existed on January 1, 1996;
 - The total number of lots created in Rural area should not exceed 15 per year;
 - New residential lots may only be created on municipal roads maintained year round in areas where the Municipality and School Boards are presently providing services.
5. Section 5.7.1 applies to Permitted Uses in the Rural designation and includes low density residential uses.
6. Section 5.8.1 applies to Permitted Uses in the Open Space Designation include conservation, forestry, wildlife areas, fishery resource management, existing agricultural activities, parks, snowmobile trails, hiking trails and other passive recreation, and resource management activities that do not require alteration to the existing land or vegetation.
7. Section 4.18.1 applies to private sewage and water servicing and states that no development is permitted unless it can be shown to the satisfaction of the Municipality that there is an adequate water supply, sewage disposal system to service the development. In addition, no development shall be permitted unless Council is satisfied that the development will not have an adverse impact on neighbouring wells and sewage disposal systems.
8. Section 5.7.4 applies to Agricultural Areas and states that the protection and enhancement of agricultural areas and lands exhibiting ongoing agricultural activity shall be encouraged. Development shall not be located in areas that would adversely affect existing agricultural operations. When considering development proposals in the vicinity of agricultural uses, the Minimum Distance Separation formulae as developed by the Province will be used. The Zoning By-law will implement the Minimum Distance Separation requirements.
9. Section 4.10.2 applies to Fish Habitat and requires development in and within 30 metres of Class 1 fish habitat will only be permitted where it has been demonstrated to the satisfaction of the approval authority that there will be no negative impacts from the proposed development on the existing fish habitat or its function. Proponents of development in these areas shall be required to submit an Environmental Impact Assessment report from a qualified professional which will identify the limits and characteristics of the fish habitat areas, and any further approvals which may be required under existing provincial and/or federal legislation. Where appropriate, the report will provide recommendations that will ensure that the development proposal will have no negative impacts on the fish habitat feature or function. The recommendations of this report, if any, shall be implemented through appropriate planning tools, such as conditions of development and zoning. Compensation for lost habitat may be required by the Federal Department of Fisheries and Oceans. Where the report concludes that development can not occur without having negative impacts on fish habitat, the application for development shall be denied.
10. Section 4.22.3 applies to Wetlands and states that prior to approving any development that is within 60 metres of a wetland feature, the proponent shall submit an Environmental Impact Assessment to the satisfaction of the

Municipality in consultation with the Ministry of Natural Resources. Any development permitted in these areas shall incorporate the recommendations of the Environmental Impact Assessment.

Comments

- The subject lands are currently vacant and contain agricultural fields, forested areas, wetlands and a watercourse.
- The proposed severed and retained lots conform with the minimum 1 hectare lot size requirement.
- The applicant has confirmed that no new lots have been created from the subject property since January 1, 1996. No new lots have been created in the Rural designation in 2022 to date. Therefore, new lot creation in the Rural designation is permitted.
- The proposed use of the severed lots for rural residential purposes (detached dwellings) conforms with the permitted uses in the Rural designation.
- The retained lot contains the Open Space and Wetland/Flood Plain designations on Schedule B, however no building or new development is proposed on the retained lot.
- Confirmation must be provided from the School Board that service is presently provided to the subject property and new lots. This requirement can be addressed as a condition of approval.
- The proposed retained lot contains existing agricultural lands and there are no existing farm buildings. Neighbouring barns are located more than 500m from the severed lot and a minimum separation distance calculation is not required.
- The North Bay Mattawa Conservation Authority has confirmed the resultant lots can be adequately serviced with private services.
- Fri Environmental Services prepared a scoped Environmental Impact Study which concluded there will be no negative impacts to the wetland hydrology, fish or fish habitat, provided the driveway is constructed in the recommended location and associated mitigation appropriately implemented.
- The proposed severances have been reviewed against the Official Plan and are found to conform.

Powassan Zoning By-law

1. The subject property is zoned Rural (RU) and Environmental Protection (EP).
2. The severed lots are located in the RU zone.
3. The RU zone requires a minimum of 1 ha and 50m of frontage for lots used residential purposes.
4. Section 3.8.a requires frontage on a public year-round maintained road.
5. Section 3.13 applies to Minimum Distance Separation and states that no building shall be constructed which does not conform to the MDSI and MDSII Formulas, with the exception that existing vacant lots of record may be utilized for uses permitted by this Zoning By-law and are not required to be complaint with MDSI separation distances.

Comments

- The proposed severed and retained lots comply with the minimum area and frontage of the RU zone and are to be used for residential purposes.
- The proposed severed and retained lots front on to Memorial Park Drive, a public year-round maintained road.
- The barns located on neighbouring properties are more than 500m from the severed lots and MDS calculations are not required due to this large separation.

Conclusions

I have no objections to the proposed applications provided the standard conditions are applied and the school board confirms that service is provided to the new lots.



NORTH ALMAGUIN PLANNING BOARD

250 Clark Street, Suite 126
P.O. Box 57, Powassan Ontario P0H 1Z0
705-724-6758

Email: northalmaguinplanningboard2018@gmail.com

Website: <http://napb.ca>

B30/31
Powassan
2022

AN APPLICATION FOR CONSENT UNDER SECTION 53 OF THE PLANNING ACT, R.S.O. 1990 c.P.13

PLEASE PRINT OR TYPE AND COMPLETE ALL APPROPRIATE BOXES.

1. APPLICANT INFORMATION

1.1 Applicant(s):

Name(s) of Property Owner(s): Markus & Jennifer Wand

Day Time Phone #s: Home: (705) 724-6245 Mobile: (705) 840-6318 Business: _____

Mailing Address: 251 Memorial Park Drive, Powassan

Postal Code: P0H 1Z0 Email Address: mwand@sympatico.ca

1.2 Agent for the Applicant

The property owner(s) may appoint a person or a professional firm to act on their behalf for processing this application and attending the meeting at which it will be considered, or a person who is to be contacted about the application for communication. This may be a person or firm acting on behalf of the property owner(s). Owner authorization is required in Section 11 of this form if the applicant is an agent appointed by the owner.

Name of Contact Person/Agent: Miller & Urso Surveying Inc.

Phone #s: Home: _____ Mobile: _____ Business: (705) 474-1210 Fax: (705) 474-1783

Address: 1501 Seymour Street, North Bay

Postal Code: P1A 0C5 Email Address: rmiller@musurveying.com

2. LOCATION OF THE SUBJECT LAND

2.1 District of Parry Sound: _____ Tax Roll Number: _____

Municipality / Unincorporated Township: Powassan / South Himsforth

Municipal Address (Civic Address): Memorial Park Drive

Legal Description: Concession: 12 Lot Number: 7 & 8 Registered Plan: _____ Lot(s): _____ Reference Plan: _____ Part(s): _____

Parcel Number: _____ PIN: 52209-0186 (LT)

2.2 If there are existing easements or restrictive covenants affecting the subject land, provide the legal description and its effect to the subject land. Attach a copy of the relevant documentation. N/a



3. PURPOSE OF THE APPLICATION:

3.1 Type and Purpose of proposed transaction(s) that requires the Consent:

☒ Create a new lot (or re-establish an existing parcel) / ☐ Lot Addition / ☐ Easement

Other: Charge ☐ / Release a Mortgage ☐ Lease ☐ Validate Title ☐ (Lands located in Municipality of Powassan only per O. Reg. 697/98)

3.2 Name of Person(s), if known, to whom the land or interest in land is to be transferred, leased or charged:

3.3 If a lot addition, identify the lands to which the parcel will be added?

4. DESCRIPTION OF SUBJECT LAND AND SERVICING INFORMATION

(Fully complete each Section in order that your application can be process. Incomplete applications will be delayed until they are complete.)

(Fully complete each Section in order that your application can be process. Incomplete applications will be delayed until they are complete.)

4.1 Description / Size <i>Metric and Imperial</i>	SEVERED (Two lots of equal size)		RETAINED	
Frontage	60.0 metres	196.85 feet	478.77 metres	1570.77 feet
Depth	330.0 metres	1082.68 feet	1005.84 metres	3300.0 feet
Area	1.98 hectare	4.89 acres	73.42 hectare	181.42 acres
4.2 Existing Use of Property:	Vacant		Vacant	
4.3 Existing Building or Structures and date of construction	N/a		N/a	
4.4 Proposed Use of the Severed and Retained Parcels	Building lots		retain	
4.4 Road Access: Provincial highway <i>MANDATORY; Provide written comments from MTO North Bay, 705-497-5401</i>	N/a		N/a	
Municipal road, maintained all year	Memorial Park Drive		Memorial Park Drive	
Municipal Road, seasonally maintained	N/a		N/a	
Other Public Road (e.g. Local Roads Board)	N/a		N/a	
Right of Way / Easement (see Section 4.8 for private roads)	N/a		N/a	
MNRF Road Allowance <i>[Provide written report from the MNRF if an MNRF road allowance is used for access to the subject land. North Bay Office: 705-475-5550]</i>	N/a		N/a	
4.5 Water Access Lots: Documented proof of on-shore parking and docking facilities is mandatory. (e.g. lease with an existing marina or dedication of a portion of the retained parcel provided the retained parcel provided it is accessible by land.) Also provide the approximate distance of these facilities from the subject land and the nearest public road.				

(Page 2 of 7)

Updated 7 December 2020



4.5 Water Supply	SEVERED	RETAINED
Publicly owned and operated piped water system	N/a	N/a
Privately owned and operated individual well	Private Well	Private Well
Privately owned and operated communal well	N/a	N/a
Lake or other water body	N/a	N/a
Other means	N/a	N/a
Does your property abut a lake? <i>(Is the lake deemed by the Ministry of the Environment Conservation and Parks (MOECP) to be at capacity for phosphorus load? **1-800-461-6290 for enquiries)</i>	N/a	N/a

4.6 Sewage Disposal	SEVERED	RETAINED
Publicly owned and operated sanitary sewage system	N/a	N/a
Privately owned and operated individual septic tank <i>[MANDATORY: Attach documentation of the results of the Planning Act proposal review by the North Bay Mattawa Conservation Authority 705-474-5420]</i>	Private septic	Private Septic
Privately owned and operated communal septic tank	N/a	N/a
Privy	N/a	N/a
Other Means (e.g. Advanced Treatment System) <i>** (Septic System over 10,000 litre requires Ministry of the Environment Conservation and Parks study and permit. 1-800-461-6290 for enquiries)</i>	N/a	N/a

4.7 Other Services (indicate which service(s) are available)	SEVERED	RETAINED
Electricity	X	X
School Bussing	X	X
Garbage Collection	X	X

4.8 IF ACCESS TO THE SUBJECT LAND IS BY PRIVATE ROAD OR OTHER PUBLIC ROAD OR RIGHT OF WAY WAS INDICATED IN SECTION 4.4, advise who owns the land or road, who is responsible for its maintenance and whether it is maintained seasonally or all year: N/a



5. LAND USE

5.1 What is the existing Official Plan designation(s)? (Please contact the Municipality of Powassan for this information.)

Rural (w/ some open space on the lot 7 portion)

5.2 What is the Zoning, if any, on the subject land? (Please contact the Municipality of Powassan for this information.)

Rural (w/ scattered EP zones on both lot 7 & 8)

If the subject land covered by a Minister's Zoning Order, what is the Plan and registration number? _____

5.3 Are any of the following uses or features on the subject land or within 500 meters of the subject land, unless otherwise specified? Please check the boxes that apply.

Use or Feature	On the Subject Land	Within 750 meters of subject land, unless otherwise specified by the applicable agency, then indicate approximate distance.
An agricultural operation including livestock facility or stockyard <i>[MANDATORY: Attach MDS work sheets from OMAFRA (Ontario Ministry of Food Agriculture and Rural Affairs)]</i>	N/a	N/a
A landfill	N/a	N/a
A sewage treatment plant or waste stabilization plant	N/a	N/a
A provincially significant wetland <i>[North Bay Mattawa Conservation Authority or the Ministry of the Environment Conservation and Parks]</i>	N/a	N/a
A provincially significant wetland within 120 meters of the subject land <i>[North Bay Mattawa Conservation Authority or the Ministry of the Environment Conservation and Parks]</i>	N/a	N/a
Flood Plain	Yes	N/a
A rehabilitated mine site	N/a	N/a
A non-operating mine site within one kilometer of the subject land	N/a	N/a
An active mine site	N/a	N/a
An industrial or commercial use, and specify the use (eg gravel pit)	N/a	N/a
An active railway line	N/a	N/a
Utility corridors (Natural Gas / Hydro Corridor)	N/a	N/a



6. HISTORY OF SUBJECT LAND

6.1 Has the subject land ever been the subject of an application for approval of a Plan of Subdivision or Consent under the Planning Act? ☐ NO ☐ YES ☐ UNKNOWN

If yes, and if known, please provide the application file number and the decision made on the application.

6.2 If this application is a re-submission of a previous consent application, what is the original consent application number and how has it been changed from the original application?

7. CURRENT APPLICATION

7.1 Is the subject land currently the subject land of a proposed Official Plan or Official Plan Amendment that has been submitted to the Ministry of Municipal Affairs and Housing for approval?

☐ NO ☐ YES ☐ UNKNOWN

If yes and if known, specify the file number and status of the application

7.2 Is the subject land the subject of an application for a Zoning By-law Amendment, Minister's Zoning Order amendment, Minor Variance, Consent or approval of a Plan of Subdivision?

☐ NO ☐ YES ☐ UNKNOWN

If yes and if known, specify the file number and status of the application.



- 9. OTHER INFORMATION:** Is there any other information that you think may be useful to the Board or other agencies reviewing the application? If so, explain below or attached on a separate page.

(Page 6 of 7)

SKETCH FOR CONSENT

0 100 200m
SCALE 1 : 5000

CAUTION

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- b) THIS SKETCH IS PROTECTED BY COPYRIGHT ©

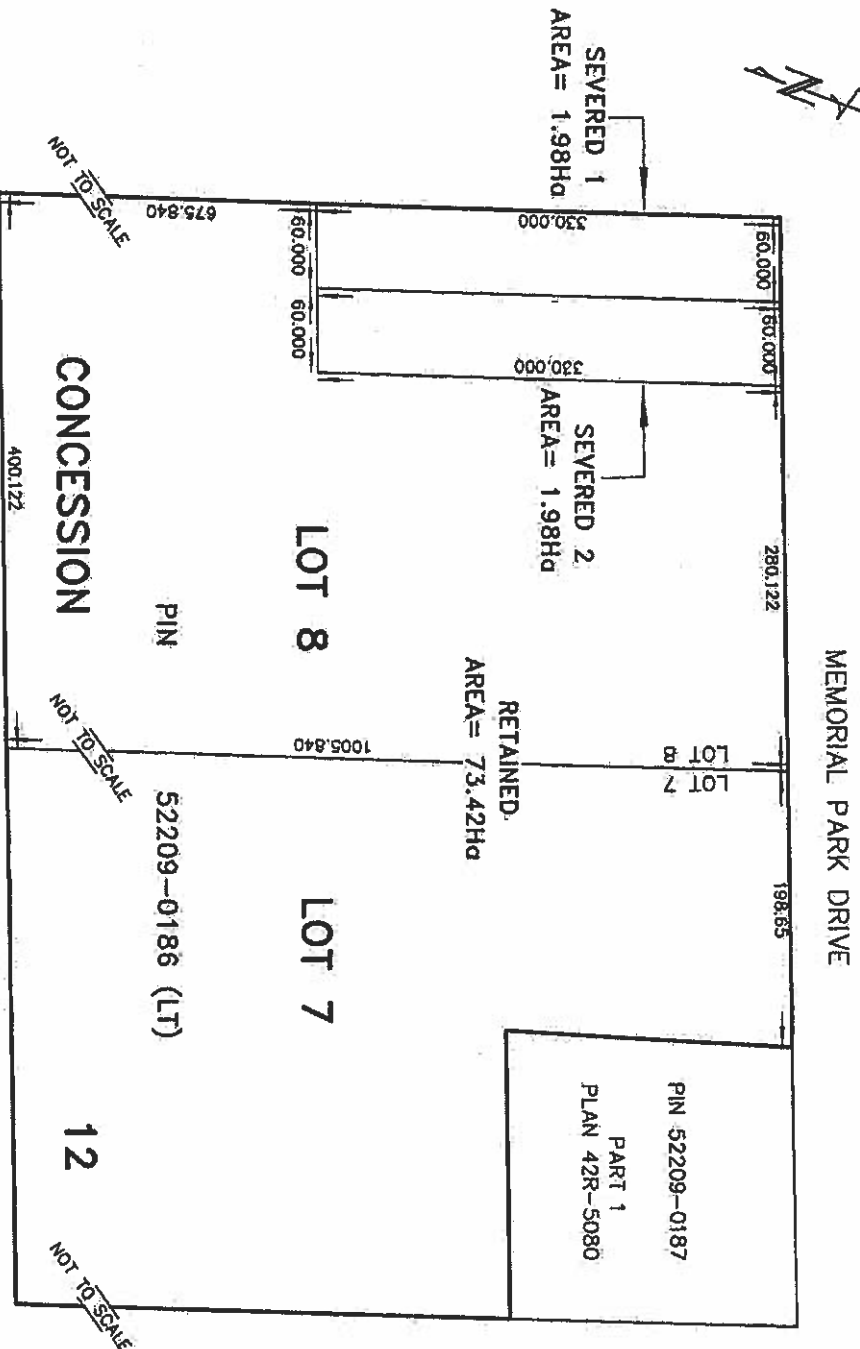
NOTE
LOTS 7 & 8
CONCESSION 12
TOWNSHIP OF SOUTH HINSWORTH
MUNICIPALITY OF POWASSAN

METRIC

DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

NOTE

DIMENSIONS WERE OBTAINED FROM VARIOUS PLANS



MEMORIAL PARK DRIVE



MILLER & URSO SURVEYING INC.
SURVEYING-ENGINEERING-PLANNING
1601 Seymour Street North Bay ON P1A 0C5
www.mrursosurveying.com info@mrursosurveying.com
P: (705) 474-1210 F: (705) 474-1783

CLIENT: MARGUS & JENNIFER WAND

Miller & Urso Surveying Inc.
Ontario Land Surveyors Engineers
Planning Consultants Project Managers

August 5, 2022

North Almaguin Planning Board
P.O. Box 57
Powassan ON P0H 1Z0

Proposal

This proposal, submitted by Miller & Urso Surveying Inc., on behalf of Markus & Jennifer Wand seeks consent to sever for the purpose of creating two (2) new lots with frontage along Memorial Park Drive in the Municipality of Powassan. Both proposed severed lots are to be equal in size with 60 meters of frontage and 1.98 hectares of area. Leaving a retained portion with 478.77 meters of frontage and 73.42 hectares of area.

Site Information

Legal Description:

- PIN: 5209-0186 (LT)
- PCL 18017 SEC NS; FIRSTLY LOT 7 CON 12 HIMSWORTH EXCEPT PT 1 42R5080; SECONDLY LOT 8 CON 12 HIMSWORTH; POWASSAN

Site Description:

The subject property consists of two existing township lots which have merged under common ownership. The property holds primarily a 'Rural' land use designation under the Municipal Official Plan, with a portion designated as 'Open Space' on the Lot 7 half. The property is zoned 'Rural' under Zoning By-law 2003-38, with some sections zoned 'Environmental Protection'. The EP zoning is not present on the portion of the subject property on which the severances would occur. The subject property is vacant and primarily forested, with some cleared portions in the rear. Additionally, unevaluated wetland exists on the northern most portion of lot 7 and slightly encroaches into lot 8.

Surrounding Land Uses:

The subject property exists in a predominantly rural area. Surrounding land uses are all rural with scattered single dwellings throughout the area, with the exception of an Environmental Protection Zone across Memorial Park Drive.

Correspondence

- NBMC: An On-Site Sewage System (OSS) Review – Planning Act Proposal was submitted to the North Bay – Mattawa Conservation Authority on August 2nd 2022. Once the review has been completed, a copy will be provided to the Planning Board. Additionally, a copy of the OSS application will be included in this submission.

1501 Seymour Street, North Bay, Ontario P1A 0C5
Phone: 705-474-1210, Fax 705-474-1783
rmiller@musurveying.com

Lot 7 & 8 Con 12 Powassan
Our File: 7418

Provincial Policy

This application has been reviewed in the context of the Growth Plan for Northern Ontario (GNPO 2011) and the Provincial Policy Statement 2020 (PPS 2020). These documents provide policy direction on matters of provincial interest in the review of applications under the *Planning Act, R.S.O. 1990, c. P.13*.

Growth Plan for Northern Ontario

The Growth Plan for Northern Ontario (GPNO 2011), released March 3, 2011 is a 25-year plan that provides guidance to align provincial decision-making and investment for economic and population growth in Northern Ontario. The GPNO 2011 is in part an economic development plan, an infrastructure investment plan, a labour market plan and a land-use plan. Although the plan is not exclusively related to land use planning, its broad scope can provide policy direction aimed at shaping development and land use in Northern Ontario over the next 25-years. The plan outlines strategies that deal with the Economic development, Education, Health, Community Planning, Infrastructure, the Environment and Aboriginal Peoples.

In reviewing the entirety of the GNPO 2011, in my opinion, the proposal to create two (2) new lots is in compliance with its policies.

Provincial Policy Statement 2020

The Provincial Policy Statement (PPS 2020) is issued under the authority of section 3 of the *Planning Act* and came into effect on May 1, 2020. Section 3 of the *Planning Act* requires that decisions affecting planning matters "shall be consistent with" policy statements issued under said act. The PPS 2020 is intended to be read in its entirety and the relevant policies are to be applied to each situation.

The intent of the Provincial Policy Statement is to set the policy foundation for regulating the development and use of land. It provides for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural and built environment. The PPS 2020 recognizes that Ontario is a vast province with diverse urban, rural and northern communities which may face unique challenges related to diversity in population, economic activity, pace of growth and physical and natural conditions. The plan intends to address all the unique challenges by providing an overall planning framework for Ontario that will help create strong, sustainable communities, a strong economy while protecting our natural environment and resources for current and future generations.

In reviewing the entirety of the PPS 2020 and applying its relevant policies, it is our opinion that the proposal to create two (2) new lots is consistent with the PPS 2020.

Municipality of Powassan Official Plan

This proposal was also reviewed in the context of the Municipality of Powassan Official Plan to ensure conformity with its policies. Under the Municipal Official Plan, the subject property is designated primarily as 'Rural', with a portion of Lot 7 being designated as 'Open Space'. Additionally, a portion of the property is designated as 'Wetland Features/ Flood Plain' & 'Fish Spawning Area' in Schedule B. However, these environmental features occur almost exclusively on the Lot 7 half of the subject property.

Section 4 of the Official Plan outlines general policies related to development within the Municipality of Powassan. Overall, the proposal to create two lots meets the general intent and purpose of the policies

Lot 7 & 8 Con 12 Powassan
Our File: 7418

outlined in this section of the Official Plan. Subsection 4.10 related to Fish Habitat has been identified as relevant to this proposal, due to the fish spawning area designation in Schedule B. Policy 4.10.2 states:

4.10.2 Development in and within 30 meters of Class 1 fish habitat will only be permitted where it has been demonstrated to the satisfaction of the approval authority that there will be no negative impacts from the proposed development on the existing fish habitat or its function. [...].

The existing Fish Habitat designation on the subject property occurs on the Lot 7 portion several hundred meters from where the proposed lots are to exist. As such, they are well beyond the recommended 30 m buffer distance. For this reason, we feel that the proposal to create two new lots should have no effect on the existing fish habitat or its function.

Subsection 4.22 related to Wetlands has also been identified as relevant to this proposal due to the 'Wetland Feature/ Flood Plain' designation in Schedule B. Policy 4.22.3 states:

Prior to approving any development that is within 60 meters of a wetland feature, the proponent shall submit an Environmental Impact Assessment to the satisfaction of the Municipality in consultation with the Ministry of Natural Resources. [...].

The existing wetland feature designation occurs primarily in the Lot 7 portion of the subject property. However, a portion of this designation begins to encroach into Lot 8. The proposed severed lots appear to be outside of the required 60-meter buffer zone. However, this is difficult to interpret on the Municipal Land Use Map. The conservation authority will conduct a site visit to the property in relation to the submitted OSS review for planning Act Proposals. North Bay Mattawa-Conservation Authority comments will provide more clarity on the proximity of the wetland feature to the proposed severed lots. Pending these comments, we feel the proposal to create two new lots conforms to the above policy and should not be the subject of an Environmental Impact Assessment.

Section 5 of the Municipal Official Plan outlines policies related to Land Use Designations. The subject property is primarily designated as 'Rural' in Schedule A. As such, subsection 5.7 related to the Rural land use designation has been identified as relevant to this proposal. Overall, the proposal meets the general intent and purpose of this subsection. The proposal would be in line with the permitted uses and should satisfy the servicing criteria pending review from the North Bay – Mattawa Conservation Authority. Additionally, policy 5.7.3 related to the creation of new lots is relevant to this proposal and states:

5.7.3 New lots

i) New lots developed for residential purposes will be limited as follows:

- a) a maximum of two lots from any parcel of land that existed on January 1, 1996; or*
- b) infilling where the proposed lot would be located within an area where six or more residential dwellings exist within 400 meters of each other measured along a municipal roadway.*

ii) The total number of lots created in Rural area should not exceed 15 per year;

Lot 7 & 8 Con 12 Powassan
Our File: 7418

iii) New residential lots may only be created on municipal roads maintained year round in areas where the Municipality and School Boards are presently providing services; and

iv) The density of development in any residential cluster where development is permitted under section 5.7.3 (i) (b) above, shall not be less than 1.0 unit per hectare.

v) In Addition, new lots may be created for seasonal residential purposes on the lakes in the Municipality subject to satisfying the general development policies in section 4 and the land division policies in Section 8 of this Plan.

The subject property has only been the subject of previous severance, that is Part 1 of Reference Plan 42R-5080, created in June of 1977. Additionally, only three dwellings exist within the 400-meter distance. However, there are existing dwellings on all abutting properties and there are approximately 10 existing dwellings within 700 meters of the proposal severed lots. As such, this proposal could be interpreted as an infill development situation. The proposed severed lots would front along a year-round maintained municipal road, Memorial Park Drive. The remaining sections of Policy 5.7.3 are either not relevant to this proposal, or are for the Municipality of Powassan to determine.

The subject property also has sections designated as 'Open Space' in Schedule A of the Municipal Official Plan. However, this designation is exclusive to the Lot 7 half. As such, Section 5.8 related to the Open Space Designation has been reviewed. However, because the proposed severed lots are to occur on an exclusively 'Rural' Land use designation. We feel the policies outlined in Section 5.8 should not affect the proposed development.

Section 8 of the Official Plan outlines policies related to land division. As such, subsection 8.1 related to severances has been reviewed for this proposal. Several of the criteria from policy 8.1.1 have already been discussed above, including lot size and road frontage on a municipal road. In general, we feel this proposal meets all criteria necessary to be considered through the consent process. Furthermore, policy 8.1.4 speaks with respect to consents on areas designated as open space. In general, consent is discouraged within the open space land use designation. However, as described above, the proposed severed lots are to occur several hundred meters from this Open Space designation.

In conclusion, we at Miller & Urso Surveying Inc. are of the opinion that the proposal to create two new lots maintains the general intent and purpose of the Municipality of Powassan Official Plan.

Zoning By-Law 2003-38

The subject property is primarily zoned 'Rural' under Zoning By-law 2003-38. However, there are existing sections of 'Environmental Protection' zoning through the middle of the property and into the Lot 7 half. Because the proposed severed lots are to occur in an exclusively rural zone, we feel the existing EP zoning should not affect the proposal. The proposal would meet all the stated requirements for new lots under the 'Rural' zoning category. As such, it is our opinion that this proposal would be in compliance with Zoning By-Law 2003-38.

North Almaguin Planning Board Guiding Principles

The North Almaguin Planning Board has implemented their guiding principles to oversee the consent process. This proposal has also been reviewed in the context of these guiding principles to ensure it

Lot 7 & 8 Con 12 Powassan
Our File: 7418

maintains their general intent. We at Miller & Urso Surveying Inc. are of the opinion that this proposal meets all the stated guiding principles of the North Almaguin Planning Board.

Summary

In summary, the proposal is to create two (2) new lot with frontage along Memorial Park Drive in the Municipality of Powassan. In our opinion, the proposal conforms to the policies outlined in the Municipal Official Plan and is in Compliance with Zoning By-law 2003-38. Additionally, we have reviewed this proposal in light of the Provincial Policy Statement (PPS 2020) and the Growth Plan for Northern Ontario (GPNO 2011). In our opinion, the proposal is consistent with the PPS 2020 and do not conflict with the GPNO 2011. Additionally, the proposal is in line with the guiding principles of the North Almaguin Planning Board. As such, we interpret this proposal as representative of good land-use planning.

Yours Truly,
Miller & Urso Surveying Inc.

Noah Perron B.Sc.

ON-SITE SEWAGE SYSTEM



NORTH BAY - MATTAWA
CONSERVATION
AUTHORITY
1972-2022 | 50 Years of Conservation

REVIEW – PLANNING ACT PROPOSAL

GUIDELINE

It is very important to consult with the planning approval authority at the beginning of the planning process before submitting an application. In a growing number of municipalities/planning boards pre-consultation is a requirement. Pre-consultation will ensure you are aware of what information and supporting materials may be required, and what provincial and local interests may need to be addressed as part of your application. Providing complete information when you submit an application will ensure timely consideration of the application. As part of your complete application to the planning approval authority you may require supporting documentation such as an on-site sewage system review.

The required information in this application will allow North Bay-Mattawa Conservation Authority (NBMCA) to review your planning proposal in accordance with Part 8 of the Ontario Building Code (OBC), NBMCA policies for lot creation, municipal zoning by-laws and other applicable law. It is the responsibility of the applicant to include all relevant information and documents that establish compliance with such law(s). It is important to note that NBMCA is not the approval authority for planning applications. NBMCA does, however, consult with the appropriate approval authority to ensure they receive the proper information needed to make a decision.

NBMCA will conduct site inspections and provide comments on lots less than 4 ha (10 acres) in size. Lots that are greater than or equal to 4 ha in size may require a site inspection if there are constraints associated with development, however, in the majority of cases they are subject to a desktop review. Unless otherwise specified, NBMCA on-site sewage system comments are based on the ability of a proposed lot to accommodate development (a single-family dwelling, a well, and room to accommodate an initial and a replacement Class 4F on-site sewage system) based on the OBC minimum requirements for a 3-bedroom single family dwelling (with less than or equal to 20 fixture units and less than 200m² floor area). On-site sewage system sizing calculations are based on a fully raised system with a T-time of 50. The retained lands are also assessed to ensure that the minimum setbacks as required under the OBC are maintained from proposed lot lines.

To ensure that the application can be processed without delays, the applicant must confirm that the application is complete, with all information requested and forms completed to a level of detail that does not leave any uncertainty.

The applicant **MUST** flag lot lines as to ensure NBMCA staff can properly identify all components of the proposed planning application.

FEE SCHEDULE – (SUBMIT WITH APPLICATION)

Planning Comments (Desktop Review) All lots (severed and retained) <u>greater</u> than 4 ha (10 acres) in size with no constraints	\$200.00
Planning Site Inspection + Comments \$200.00 for the application plus \$100.00 for each new lot or part lot created (minimum charge of \$300.00 per application)	\$200.00 + \$100.00 for each new lot
Subdivision/Vacant Land Condominium Review (Part 8, OBC)	\$1,200.00 for the first 10 lots \$60.00 for each additional lot

4.0 PURPOSE OF THE APPLICATION**4.1 Type and purpose of the proposed application**Transfers: ☒ New lot(s) ☐ Lot addition ☐ Easement or Right-of-way ☐ Other: _____**4.2 If a lot addition, identify the lands to which the parcel will be added.****5.0 DIRECTIONS TO PROPERTY**

The subject property is located along Memorial Park Drive East just outside of Powassan. The subject property is located roughly between 549 Memorial Park Drive and Genesee Lake Road.

6.0 DESCRIPTION OF SUBJECT LAND (attach a separate sheet if necessary)

		Severed Lot #1	Severed Lot #2	Severed Lot #3	Retained
6.1 Description	Frontage(m)	60.0	60.0		478.77
	Depth (m)	330.00	330.00		1005.840
	Area (ha)	1.98	1.98		73.42
6.2 Use of property	Existing use(s)	Vacant	Vacant		Vacant
	Proposed use(s)	Dwelling	Dwelling		Retain
6.3 Buildings or Structures	Existing	N/a	N/a		N/a
	Proposed	N/a	N/a		N/a
6.4 Water Supply	Publicly owned and operated piped water system				
	Privately owned and operated individual well	X	X		X
	Privately owned and operated communal well				
	Lake or other waterbody				
	Other means				
6.5 Private On-site Sewage System	Details of existing on-site sewage system(s) (Class, size, age, permit number)	N/a	N/a		N/a
6.6 Lakeshore Road Allowance		<input type="checkbox"/> owned	<input type="checkbox"/> not owned	<input checked="" type="checkbox"/> not applicable	

[illegible]

☐ NBMCA
☐ Subwatershed (IWMS)

Road
Road
Highway

Assessment Parcel

CONFIDENTIAL DO NOT PRINT - MF
2009

Ownership Parcel

Lot & Concession

Municipal Boundary

Geographic Township

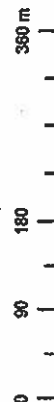
Vetland (NBMCA)

Watercourse (OHN)

Watercourse (Large Scale Hydrology)

NOTES

1:9,028



**NORTH BAY - MATAJUMA
CONSERVATION
AUTHORITY**
1772-2022 | 50 Years of Conservation

**15 Janey Avenue
North Bay, ON P1C 1N1
Tel: (705) 474-5420
Fax: (705) 474-9793**

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LEGEND

- ☐ NBMC
- ☐ Subwatershed (IWMS)

Road

- Road
- Highway

Assessment Parcel

- ☐ 2009

CONFIDENTIAL DO NOT PRINT - MF

Ownership Parcel

- ☐ Lot & Concession
- ☐ Municipal Boundary
- ☐ Geographic Township

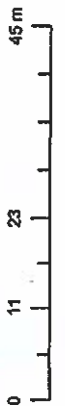
Wetland (NBMC)

Wetland (OHN)

Watercourse (Large Scale Hydrology)

NOTES

1:1,128



15 Janey Avenue
North Bay, ON, P1C 1N1
Tel: (705) 474-5420
Fax: (705) 474-8793

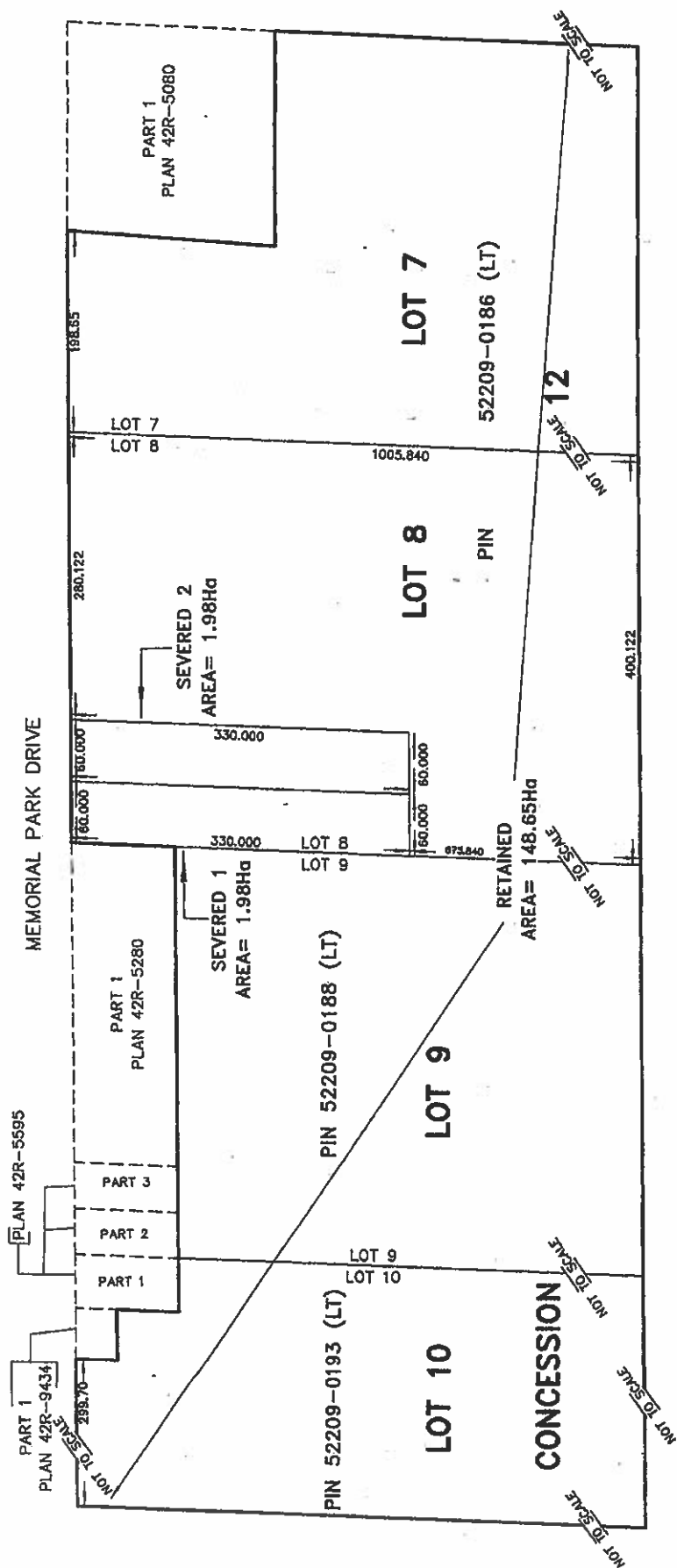
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NOTE

LOTS 7, 8, 9 & 10
CONCESSION 12
TOWNSHIP OF SOUTH HIMS WORTH
MUNICIPALITY OF POWASSAN

METRIC

DISTANCES SHOWN ON THIS PLAN ARE
IN METRES AND CAN BE CONVERTED
TO FEET BY DIVIDING BY 0.3048.

NOTE

DIMENSIONS WERE
OBTAINED FROM
VARIOUS PLANS



CLIENT: MARKUS & JENNIFER WAND
MILLER & URSO SURVEYING INC.
SURVEYING • ENGINEERING • PLANNING
1501 Seymour Street North Bay ON P1A 0C5
www.musurveying.com info@musurveying.com
P: (705) 474-1210 F: (705) 474-1783



PROPERTY INDEX MAP
PARRY SOUND(No. 42)

LEGEND

	FREEHOLD PROPERTY
	LEASEHOLD PROPERTY
	LIMITED INTEREST PROPERTY
	CONDOMINIUM PROPERTY
	RETIRED PIN (MAP UPDATE PENDING)
	PROPERTY NUMBER
	BLOCK NUMBER
	GEOGRAPHIC FABRIC
	EASEMENT

0449
08050

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NOTES

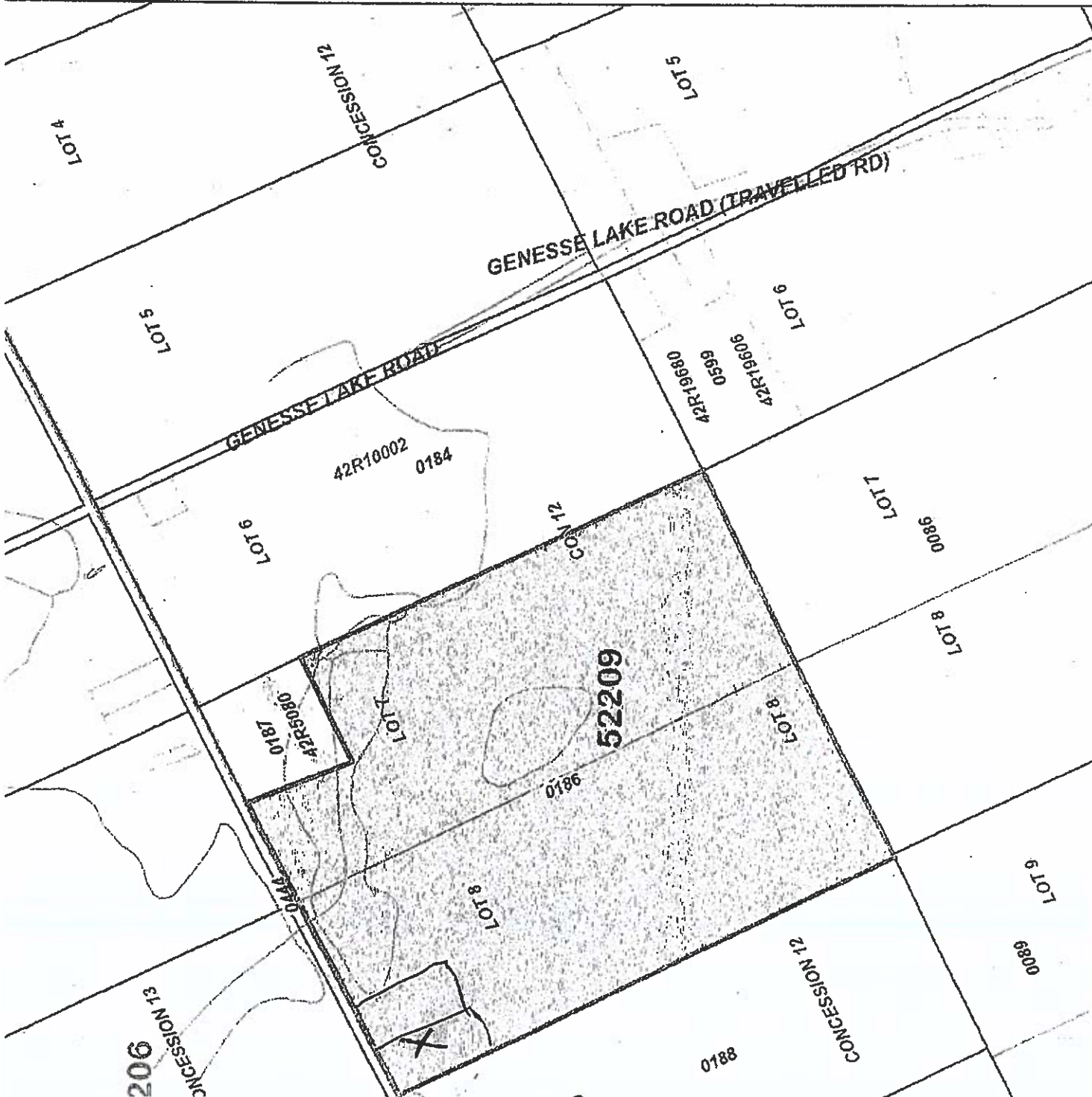
REVIEW THE TITLE RECORDS FOR COMPLETE
PROPERTY INFORMATION AS THIS MAP MAY
NOT REFLECT RECENT REGISTRATIONS

THIS MAP WAS COMPILED FROM PLANS AND
DOCUMENTS RECORDED IN THE LAND
REGISTRATION SYSTEM AND HAS BEEN PREPARED
FOR PROPERTY INDEXING PURPOSES ONLY

FOR DIMENSIONS OF PROPERTIES BOUNDARIES SEE
RECORDED PLANS AND DOCUMENTS

ONLY MAJOR EASEMENTS ARE SHOWN

REFERENCE PLANS UNDERLYING MORE RECENT
REFERENCE PLANS ARE NOT ILLUSTRATED





**NOTICE OF COMPLETE APPLICATION AND PUBLIC MEETING
TO INFORM THE PUBLIC OF A ZONING BY-LAW AMENDMENT**

TAKE NOTICE that the Council for The Corporation of the Municipality of Powassan has received a complete application under Section 34 of the Planning Act, R.S.O. 1990, c.P. 13 as amended, to inform the public of a proposed Zoning By-law Amendment.

The public meeting is being held for the application described below to enable interested members of the public to understand and comment on a proposed Zoning By-law Amendment.

DATE AND LOCATION OF PUBLIC MEETING

File #: 2022-03
Date: Tuesday, DECEMBER 6, 2022
Time: 6:30 pm
Location: Municipality of Powassan – 250 Clark Street

DETAILS OF THE ZONING BY-LAW AMENDMENT

The purpose and effect of the proposed Zoning By-Law Amendment is to amend the Restricted Area (Zoning) By-Law No. 2003-38, as amended, for the lands described as Lot 18, Concession 16 (Civic Address: 505 Peever Line), in the Municipality of Powassan.

The application, if approved, would permit a 'Rural Event Venue' as an additional permitted use on the subject property in the Rural (RU) zone. The application also proposes a definition of 'Rural Event Venue' to mean a lot, building, or structure or part thereof, used to host an assembly of persons for the purposes of weddings, events, workshops, tours, and other similar gatherings.

ADDITIONAL INFORMATION AND MAP OF LAND SUBJECT TO THE APPLICATION

A key map showing the land to which the proposed amendment applies is provided with this notice. The purpose of this meeting is to ensure that sufficient information is made available to enable the public to generally understand the applicant's proposed Zoning By-law Amendment. Any person who participates in the meeting shall be afforded an opportunity to make representations in respect of the application. A conceptual site plan is available for review at the Municipal Office.

If a person or public body does not make written submissions to the Municipality of Powassan before the proposed By-law is passed, the person or public body is not entitled to appeal the decision of the Municipality of Powassan to the Ontario Land Tribunal.

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

If you wish to be notified of the decision of the Council for the Corporation of the Municipality of Powassan in respect to the proposed Zoning By-law Amendment, you must submit a written request (with forwarding addresses) to the Clerk of the Municipality of Powassan at P.O. Box 250, 250 Clark Street, Powassan, Ontario, POH 1Z0

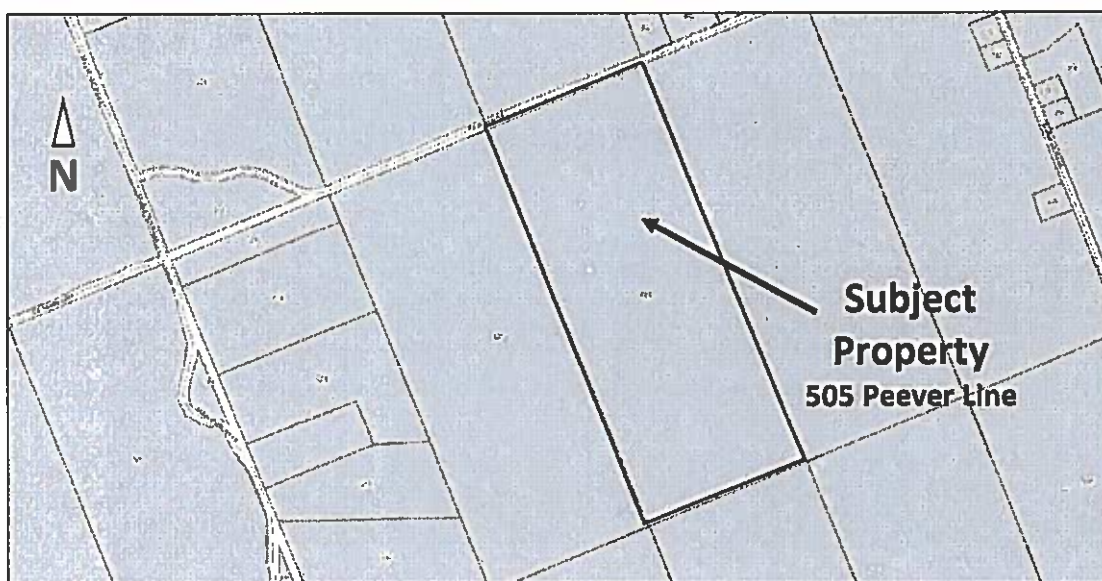
DATE OF COUNCIL MTG.	Nov 22/22
AGENDA ITEM #	98.

Additional information regarding the proposed amendment is available to the public for inspection at the Municipality of Powassan Municipal Office located at 250 Clark Street on Monday to Friday, between the hours of 8:30 a.m. and 4:30 p.m. please call (705) 724-2813.

Mailing Date of this Notice: November 15, 2022

Kimberly Bester, Deputy-Clerk
Municipality of Powassan
kbester@powassan.net

Location Map



To: Clerk, Council
From: Director of Public Works & Engineering
Re: Memorandum – Acquisition of Fairview Lane

Background:

During the regular council meeting on July 19, 2022, council passed a resolution to acquire Fairview Lane from the Ministry of Transportation (MTO). Following this meeting, council reached out to the MTO to discuss the acquisition of Fairview Lane, for the purpose of realigning Industrial Park and Fairview Lane.

Following initial discussions with the MTO, a meeting was scheduled between Municipal and Ministry staff on September 26, 2022, to discuss the process and possibility of the Municipality acquiring Fairview Lane from the Ministry of Transportation.

ANALYSIS:

During discussions with the Ministry of Transportation (MTO) on September 26, 2022, the Ministry listed all the processes that will have to take place and estimated an approximate timeframe of 1-2 years to complete all the necessary processes to facilitate the land transfer to the Municipality.

The first step in the process for the Municipality to acquire this land, is for the Municipality to send a letter of intent to purchase the land from the MTO. Upon receiving the letter of intent from the Municipality, the MTO's legal and geomatics divisions will start the process of removing the highway designation on the property. In order to complete this process, the MTO will have to conduct a land survey on the affected properties by an OLS (Ontario Land Surveyor). The approximate cost of the survey services will be around \$10,000, which will be payable by the Municipality of Powassan.

Following the land survey, the property will have to be cleared for disposal by the Ministry, which will include the Ministry's duty to consult with indigenous communities. The land would then be appraised for market value (the Municipality's purchase price would be the appraised value of the land). The land disposal would then require MTO executive level approval, and appropriate agreements would have to be created to protect the existing utilities within the affected areas. The last stage of the process would be for the Municipality to send an offer to purchase the land to the Ministry.

The Municipality would be responsible for the survey, legal, and other fees arising from the land transfer, in addition to the cost of the land. The MTO cannot conduct an appraisal on the land value until the MTO receives the letter of intent from the Municipality. The Municipality is under no obligation to proceed with the offer to purchase after all the necessary processes have been completed.

DATE OF COUNCIL MTG.	Nov 22/22
AGENDA ITEM #	9.6

In addition to acquiring Fairview Lane from the Ministry of Transportation, the Municipality would have to acquire additional property from one of our commercial businesses to allow for the realignment of Industrial Park Drive (please see the attached image).


CONCLUSION/RECOMMENDATION:

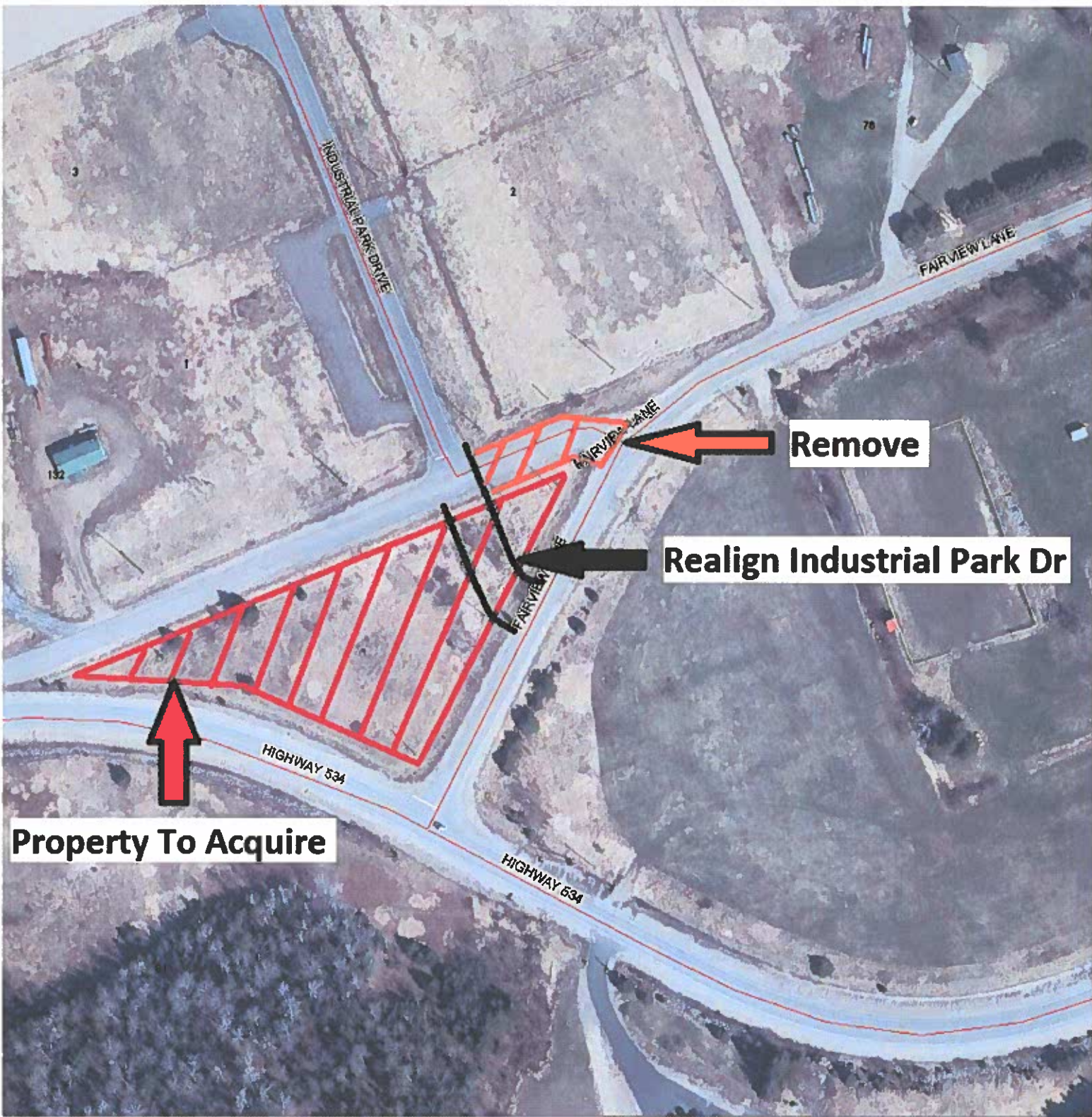
That council receives this memo,

That, should council wish to proceed with the land acquisition, a letter of intent to purchase the above-mentioned land be sent to the Ministry of Transportation,

And That, the Municipality shall contact the owner of the property indicated in the attached image to negotiate acquiring this property for the purpose of realigning Industrial Park Drive.

Respectfully submitted by,

Codey Munshaw, P.Eng:  Date: October 18, 2022
Director of Public Works & Engineering



Property To Acquire

Remove

Realign Industrial Park Dr

To: Clerk, Council
From: Director of Public Works & Engineering
Re: Memorandum – Connecting Link Maintenance

Background:

On April 26, 2022, the Municipality received a letter from the Ministry of Transportation (MTO) regarding the winter maintenance agreements with the MTO's maintenance contractor. During a public works meeting on May 10, 2022, the letter from the MTO was discussed, as well as the snow plowing services on this section of roadway. Following the May 10, 2022 public works meeting, Municipal staff reached out to Ministry staff to arrange a meeting to discuss the connecting link winter maintenance.

On September 26, 2022, Municipal staff met with Ministry staff to discuss the connecting link winter maintenance. During this meeting, the MTO gave the Municipality an approximate cost for their maintenance contractor to provide winter maintenance on the connecting link. The purpose of having the MTO's maintenance contractor provide these services, is to maintain a continuity of service between the MTO and Municipally owned portions of Hwy 522 and Main Street W in Trout Creek. The Ministry staff forwarded the maintenance contractors contact information to Municipal staff.

On October 17, 2022, Municipal staff met with the project manager of Fowler Construction (the MTO's maintenance contractor). During this time the Municipality and Fowler Construction discussed maintenance on the connecting link, and the winter maintenance boundaries and limits for the Ministry and Municipality.

ANALYSIS:

The Municipality of Powassan maintains one (1) connecting link, which is Main Street West in Trout Creek. This segment of roadway is approximately 550 meters. In previous years this portion of roadway has been maintained by the Ministry's maintenance contractor, however, the Municipality did not pay for this service.

The Municipality of Powassan plows and applies abrasive materials to our roadways, and does not apply ice melting materials. Therefore, our roadways generally are not bare (non-visible roadway surface) during the winter months. The MTO applies snow/ice melting materials. If the Municipality were to maintain the connecting link portion of the roadway, there would be a change in the level of service between various portions of the roadway, where drivers would go from a bare roadway to a snow-covered roadway. Additionally, our public works staff complies with the minimum maintenance standards specified by the province, however Fowler provides a 24hr/day 7 days per week maintenance service, and would be able to provide a higher level of service with a more frequent plow rate than the Municipality would be able to provide.

DATE OF COUNCIL MTG.	Nov 22/22
AGENDA ITEM #	9.7

Fowler Construction has proposed a \$12,296.95 (plus HST) annual fee, payable in 6 equal lump sums per year, for a term of seven (7) seasons. The annual cost will be evaluated in June of each year, and updated each year based on the Ontario Consumer Price Index (CPI) values.

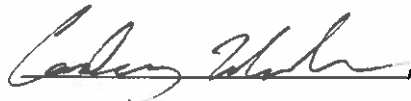
CONCLUSION/RECOMMENDATION:

That council receives this memo,

And That, the Municipality enter into a service agreement with Fowler Construction Company Limited for winter maintenance services.

Respectfully submitted by,

Codey Munshaw, P.Eng:



Date: October 20, 2022

Director of Public Works & Engineering

Ministry of Transportation

Director's Office
Northeast Operations
447 McKeown Avenue
North Bay ON P1B 9S9
705 497-5500

Ministère des Transports

Bureau du directeur
Opération – Nord-Est
447, avenue McKeown
North Bay ON P1B 9S9
705 497-5500



April 26, 2022

His Worship Peter McIsaac
Mayor
Municipality of Powassan
250 Clark Street
PO Box 250
Powassan, ON P0H 1Z0

Dear Mayor McIsaac:

Throughout Ontario, there are 114 Connecting Links in 77 municipalities totalling 352 kilometres, with 70 bridges.

These municipal roads and bridges are vital links that connect people to jobs, make it easier for people to get where they need to go, and support economic growth in local communities.

The Ministry of Transportation (MTO) recognizes that the maintenance and repair costs of roads and bridges place a heavy burden on our municipal partners. In some cases, it may be more efficient and cost-effective for municipalities to enter into separate agreements with ministry maintenance contractors to deliver winter maintenance services on your Connecting Link where economically and practically feasible (i.e., where such agreements result in low potential need of additional equipment or supervision and/or do not impact MTO's winter maintenance routes in the area).

I am reaching out to determine your municipality's interest in discussing the opportunity of forming a separate agreement with MTO's maintenance contractor for the maintenance of the Connecting Link on Highway 522. Ministry staff are available to discuss these options further and facilitate next steps. Please contact me at Herb.Villneff@Ontario.ca, or Kristin Franks, Manager of Regional Services and Relationships, at Kristin.Franks@Ontario.ca with any questions, or to schedule a meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "Herb Villneff".

Herb Villneff
Director, Northeast Operations

c. Maureen Lang, CAO



**Your Project.
Our Passion.**

FOWLER

Municipality of Powassan
250 Clark Street, P.O Box 250
Powassan, On P0H 1Z0

DATE: October 18, 2022

CONTRACT for Connecting Link Multi Year Service Agreement between Fowler Construction Company Limited and the Municipality of Powassan.

We are pleased to submit a proposal to you as Owner or Contractor for the performance of the following described work (the "said work") at: Specified "Connecting Link" Locations which property is owned by: The Municipality of Powassan

DESCRIPTION AND PRICE OF WORK:

Provide Winter Maintenance Services in Specified "Connecting Link" locations. The service locations are as follows:

- Highway 522 from the JCT of 522/522B West .5km

The total lump sum price will be \$12,296.95 annually beginning in the winter season of 2022-2023 and will extend for a total of 7 seasons to be in line with the timeframe of the CDMC Contract.

Notes:

1. Price does not include H.S.T.
2. The winter maintenance service level will be reflective of the MTO service level standards as outlined in Schedule A – CDMC 2020-04-Section 2002 Winter Maintenance for Highway 522 in the Powassan area.
3. The noted sections will be maintained 24 hours per day 7 days per week as part of the Ministry of Transportation requirements from October 2nd to May 15th of each season.
4. The Municipality of Powassan agrees to pay the annual lump sum in 6 equal installments beginning in the month of November of each season ending in April the following spring.
5. FCCL is not responsible for any paint degradation as a result of winter operations.
6. Consumer price adjustment will be applied June of each year beginning June of 2023 based on the following GC:
.03 The IAF for each year will be based on the Ontario Consumer Price Index (CPI) All Items as reported monthly by Statistics Canada in table number 18-10-0004-13 (This information is available on the Statistics Canada web site: www.statcan.ca)

If the foregoing meets with your acceptance, kindly sign and return the attached copy of our Contract, which, upon receipt by us, becomes a binding contract. It is understood that the foregoing and the terms and conditions set forth on the reverse side hereof, will constitute the full and complete agreement between the parties.

ACCEPTED

Yours very truly
Fowler Construction Company Limited

**Paul
Russell**

By: _____
Paul Russell, CDMC Project Manager

Digitally signed by Paul Russell
DN: cn=Paul Russell, o=CA, ou=Fowler
Construction, ou=North Bay CDMC,
email=prussell@fowler.ca
Reason: I agree to the specified portions of
this document
Location: North Bay CDMC
Date: 2022.10.18 13:12:51 -04'00'

CONTRACTOR OR OWNER

Date 20____



1206 Rosewarne Drive, P.O. Box 630,
Bracebridge, Ontario, P1L 1T9
Phone: (800) 268-7687 www.fowler.ca Fax: (705) 645-5025



Fowler Construction Company Limited

TERMS AND CONDITIONS

- 1 a) Invoice Amounts due and payable within 30 days of date of invoices.
b) Final Payment within 30 days of date of last invoice or date of last work, whichever is the sooner.
c) INTEREST - 1.5% per month chargeable if terms of payment not complied with.
2. If credit conditions become unsatisfactory before commencement or at any time during the course of the said work, adequate security shall be furnished to Fowler Construction Company Limited.
3. This proposal is made on the basis of current material and labour costs. A delay in acceptance of more than 30 days requires a review of the proposal and re-dating before the agreement becomes binding.
4. Any alteration or deviation from this Proposal involving extra cost of material or labour will only be executed upon written orders for same, and will become an extra charge over the sum mentioned in this contract. All agreements must be made in writing.
5. Fowler Construction Company Limited will carry Worker's Compensation Insurance covering its employees and shall provide adequate Public Liability and Property Damage Insurance protecting itself.
6. The aforesaid stated prices shall be renegotiated if Fowler Construction Company Limited can show that the costs of materials have increased since the date of this contract over and above CPI indexing in any given year.
7. The above prices are quoted on the assumption that unless specifically stated to the contrary, the said work can be undertaken in unbroken areas and that a sufficient area of work shall be available daily to ensure continuity.
8. It is expressly agreed that the Contractor/Owner will advise before any work is undertaken under this contract, of any unusual conditions or particulars which might affect any of our operations.
9. In the event of a period of maintenance being specified, such period of maintenance shall commence from the date of completion of the said work, and not from the date of completion of the main contract.
10. The Contractor/Owner agrees to notify Fowler Construction Company Limited in writing, of any deficiencies or other complaints by delivering a written notice containing particulars forthwith to Fowler Construction Company Limited by registered mail. It is expressly understood that if the Contractor/Owner fails to deliver by registered mail such a notice immediately, they will be deemed to have accepted the said work.
11. FORCE MAJEURE - Fowler Construction Company Limited shall be relieved from the terms of this agreement in the event of acts of God, strikes, fires, floods, war (declared or undeclared) or any other happening beyond the control of Fowler Construction Company Limited which shall render Fowler Construction Company Limited unable to comply with the conditions thereof.
12. All permits and approvals from any necessary agencies to be obtained by owner, and will be assumed to be in place unless Fowler Construction Company Limited is notified to the contrary. Any costs incurred by Fowler Construction Company Limited due to the aforesaid will be charged to the Contractor/Owner.

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW 2022-26

Being a By-law to appoint ADR Chambers Inc. (ADRC),
as the Integrity Commissioner for the Municipality of Powassan

WHEREAS, section 223.3 through 223.8 of the Municipal Act, 2001, as amended, (the Act) authorizes a municipal council to appoint an Integrity Commissioner who is responsible for performing in an independent manner functions related to the Code of Conduct and sections 5, 5.1 and 5.2 of the Municipal Conflict of Interest Act of members of council and local boards; and

WHEREAS such services shall be undertaken by an Integrity Commissioner appointed by the Council pursuant to Sections 9, 10, 11 and 223.3 of the Act; and sections 5, 5.1 and 5.2 of the Municipal Conflict of Interest Act; and

WHEREAS the Council deems it advisable to appoint ADR Chambers Inc. as Integrity Commissioner to perform the services as referred to above; and

WHEREAS MAS has expressed interest in providing services to the Municipality of Powassan acting as Integrity Commissioner on the terms and conditions as agreed from time to time and under written agreement in the form and of the content attached as Schedule "A" hereto;

NOW THEREFORE BE IT RESOLVED THAT the Municipal Council of the Corporation of the Municipality of Powassan hereby enacts as follows:

1. THAT ADRC is hereby appointed as Integrity Commissioner for the Municipality of Powassan to perform those functions set forth in Section 223.3 through 223.8 of the Municipal Act, 2001 (Ontario) and sections 5, 5.1 and 5.2 of the Municipal Conflict of Interest Act including but unlimited to:

- (a) Assisting in the development and application of a Code of Conduct and any related procedures, rules, and policies governing the ethical behavior of members of council and local boards;
- (b) The provision of educational information to members of Council, members of local boards, the municipality and the public about the municipality's Code of Conduct for members of Council and members of local boards and about the Conflict of Interest Act.2017
- (c) Conducting inquiries in respect of any requests alleging contravention of the Code of Conduct and/or any other procedures, rule or policy governing the ethical behavior of members of council and local boards; and
- (d) Reporting to council for the Corporation of the Municipality of Powassan as to the activities as Integrity Commissioner, including but not limited to reports as to the results of any inquiry into alleged contravention and/or an annual report of activities as Integrity Commissioner.

DATE OF COUNCIL MTG.	Nov 23/22
AGENDA ITEM #	10-1

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW 2022-26

2. That By-Law 2018-26 is repealed.
3. That this By-law shall come into force and take effect on January 1, 2023.

READ a **FIRST** time and considered read a **SECOND** and **THIRD** time and adopted as such in open Council this 22nd day of November, 2022 for the wellbeing of the Municipality.

Mayor

Acting Clerk

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

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(b) The provision of educational information to members of Council, members of local boards, the municipality and the public about the municipality's Code of Conduct for members of Council and members of local boards and about the Conflict of Interest Act. 2017

(c) Conducting inquiries in respect of any requests alleging contravention of the Code of Conduct and/or any other procedures, rule or policy governing the ethical behavior of members of council and local boards; and

(d) Reporting to council for the Corporation of the Municipality of Powassan as to the activities as Integrity Commissioner, including but not limited to reports as to the results of any inquiry into alleged contravention and/or an annual report of activities as Integrity Commissioner.

DATE OF COUNCIL MTG.	Nov 20/22
AGENDA ITEM #	10-1

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW 2022-26

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3. That this By-law shall come into force and take effect on January 1, 2023.

READ a **FIRST** time and considered read a **SECOND** and **THIRD** time and adopted as such in open Council this 22nd day of November, 2022 for the wellbeing of the Municipality.

Mayor

Acting Clerk



MEMORANDUM

November 16th, 2022

To: Clerk, Council

FROM: Ben Mousseau, Protective Services Official

SUBJECT: Amend Resolution 2022-10 – FAIM International Consent Certification.

The corporation FAIM International has applied to the North Almaguin Planning Board for consent to sever a portion of their property at 102 Corkery Street, Trout Creek. Resolution 2022-10, passed by the council of the Municipality of Powassan established a number of conditions to be met by FAIM International prior to approval. It is our recommendation that one of those conditions be amended.

Proposed Change

The proposed change is to condition 4 on the resolution which required the property owner to establish a secondary emergency access/egress route to the property from McCarthy Street in addition to the primary access to Corkery Street via the portion of unopened road allowance transferred to the property owner.

After a review, it was determined that there is not a legal authority under the Ontario Building Code or Fire Code that allows us to require a secondary access to the property. After a meeting between staff and representatives from the North Almaguin Planning Board, it was agreed that condition 4 should be amended to say:

"4. a) That vehicular access/egress to the retained parcel be done through a legal road frontage achieved by the property owners processing the closure and purchase the unopened road allowance of McKenzie Street situated between Lots 13 and 14 on Registered Plan M-9; and

b) That any secondary emergency access/egress be determined through the site plan approval and building permit processes for development of the retained parcel."

If you would like any further information, please feel free to reach out to me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ben Mousseau", is written over a light blue horizontal line.

Ben Mousseau
Protective Services

DATE OF COUNCIL MTG.	11/22/22
AGENDA ITEM #	11.1

Date: January 4, 2022

Moved by: _____

Seconded by: _____

That the Council of the Municipality of Powassan concurs with the request in Consent B32/POWASSAN/2021 by FAIM International Inc. for the creation of a new 4 ha (9.88 acre) lot on Part Lot 25 Plan M-9, and requests the North Almaguin Planning Board to issue the following conditions of approval for the subject Consent application:

1. That the severed and retained lots must comply with the Municipality of Powassan's Official Plan policies and Zoning By-law.
2. That comments be obtained from the Ministry of the Environment, Conservation and Park (MOECP) about the feasibility of private septic service for the retained parcel in regard to the proposal for its development with a nursing home, and also the viability of the existing septic system on the severed parcel that is currently developed with a facility for senior adult care.
3. That frontage on an assumed, municipally maintained road (Corkery Street) be established for the retained parcel via either the unopened, untraveled McKenzie Street road allowance which has been declared surplus to municipal need.
4. That vehicular access/egress to the road frontage, established through condition 3., for the retained parcel, as well as a secondary emergency access/egress at the rear of the retained parcel out to McCarthy Street, be determined.

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 Prekarski					



NORTH ALMAGUIN PLANNING BOARD

250 Clark Street P.O. Box 57 Powassan ON P0H 1Z0

Phone: 705-724-6758 Email: northalmaguinplanningboard2018@gmail.com Website: <https://napb.ca>

16 November 2022

Mayor Peter McIsaac & Powassan Councillors
250 Clark Street
Powassan ON P0H 1Z0

Re: B32/POWASSAN/2021 – FAIM International – 102 Corkery Street
Condition of Approval Revision

While processing a request for issuance of Consent Certification for the subject file, a review of the conditions of approval was done. As requested in Powassan Council Resolution 2022-10 issued 4 January 2022, a condition of approval was applied to the Notice of Decision of the NAPBoard to address vehicular access/egress to the retained parcel. The documentation and sketches available at that time showed a rear lot line that might provide secondary emergency access/egress to an abutting parcel that fronts on McCarthy Street. That owner(s) of that parcel are known to owners of the subject site.

To satisfy condition of approval 3 in the Notice of Decision, Reference Plan 42R-21358 was prepared for the conveyance of the unopened road allowance of McKenzie Street. Powassan Council declared that land as not required for municipal need and it has been conveyed to the applicants, to provide frontage to the retained parcel. The noted Reference Plan confirms that the common rear lot line is too narrow to provide the emergency egress to McCarthy Street for the retained parcel. This situation was reviewed with Powassan staff.

The Planning Act allows that a condition of approval in a Notice of Decision can be revised as any time prior to Consent. Consent is given when the Certificate is issued. This letter recommends that Powassan Council consider amending its Resolution 2022-10 issued on 4 January 2022, to rescind condition 4 contained therein and replace it with the following:

"4. a) That vehicular access/egress to the retained parcel be done through a legal road frontage achieved by the property owners processing the closure and purchase the unopened road allowance of McKenzie Street situation between Lots 13 and 14 on Registered Plan M-9; and

b) That any secondary emergency access/egress be determined through the site plan approval and building permit processes for development of the retained parcel."

Pending Powassan Council's resolve on the above noted request, the respective revision 5 in the NAPBoard Notice of Decision for B32/POWASSAN/2021 issued 10 February 2022 as corrected on 17 March 2022, will be presented to the NAPBoard for its consideration.

By copy of this letter, the applicant and their solicitor will be notified of the subject request.

Yours truly,

Karin Ann Brent AMCT
NAPBoard Administrative Director

Copy: FAIM International Inc.
Sandro Orlando, Lucenti Orlando Barristers & Solicitors

The Municipality of
Powassan

WRITTEN SUBMISSION
#1

B32/POWASSAN/2

Resolution no. 2022 - 110

Date: January 4, 2022

Moved by: R. Hall

Seconded by: D. Britton

That the Council of the Municipality of Powassan concurs with the request in Consent B32/POWASSAN/2021 by FAIM International Inc. for the creation of a new 4 ha (9.88 acre) lot on Part Lot 25 Plan M-9, and requests the North Almaguin Planning Board to issue the following conditions of approval for the subject Consent application:

1. That the severed and retained lots must comply with the Municipality of Powassan's Official Plan policies and Zoning By-law.
2. That comments be obtained from the Ministry of the Environment, Conservation and Park (MOECP) about the feasibility of private septic service for the retained parcel in regard to the proposal for its development with a nursing home, and also the viability of the existing septic system on the severed parcel that is currently developed with a facility for senior adult care.
3. That frontage on an assumed, municipally maintained road (Corkery Street) be established for the retained parcel via either the unopened, untraveled McKenzie Street road allowance which has been declared surplus to municipal need.
4. That vehicular access/egress to the road frontage, established through condition 3., for the retained parcel, as well as a secondary emergency access/egress at the rear of the retained parcel out to McCarthy Street, be determined. *(a amend re: access)*

and further that Resolution 2021-389 (from Dec. 7/2021) be re-enacted.

Carried

Defeated

Deferred

Lost

Mayor

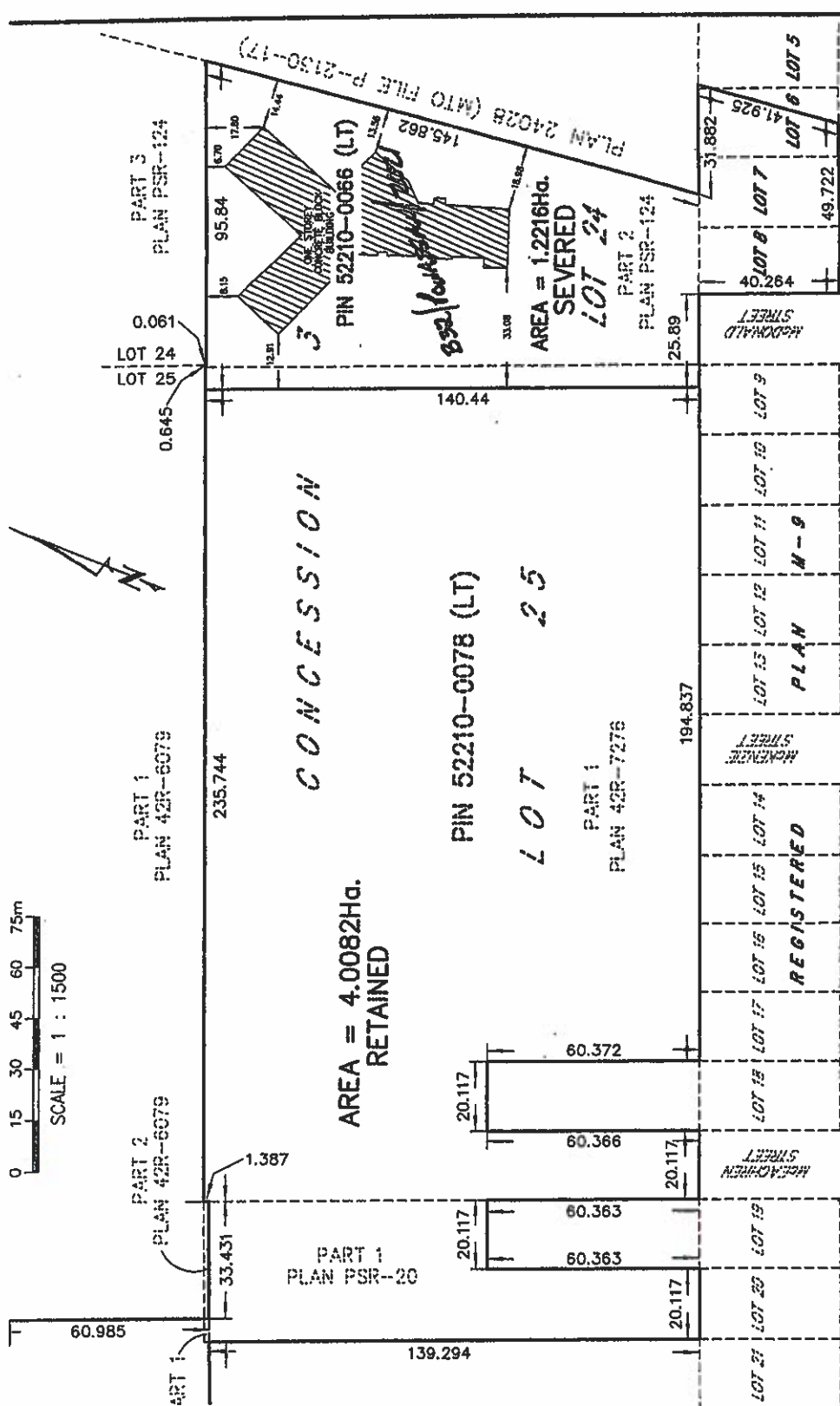
Recorded Vote: Requested by _____

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.

AGENDA

1/4/22 4/22



TS 7 & 8
RED PLAN M-9
SION 3
TH

METRIC

DISTANCES SHOWN ON THIS PLAN ARE
IN METRES AND CAN BE CONVERTED
TO FEET BY DIVIDING BY 0.3048.

مجلس شورای اسلامی

CAUTION

- a) THIS IS NOT A PLAN OF SURVEY
AND SHALL NOT BE USED
EXCEPT FOR THE PURPOSE
INDICATED IN THE TITLE BLOCK.
- b) THIS SKETCH IS PROTECTED
BY COPYRIGHT ©



CUSTOMER: ROBERTO & ITALO FERRARI

MEMORANDUM

Date:	September 29, 2022	File No.:	NB102-00309/14-A.01
		Cont. No.:	NB22-00949
To:	Mr. Codey Munshaw		
Copy To:	Steven Aiken		
From:	Mackenzie Aiken		
Re:	Powassan Landfill Capacity Update - 2022		

1.0 INTRODUCTION

The Municipality of Powassan (the Municipality) operates a Landfill site located at 40 Proudfoot Road, Powassan, Ontario as shown on Figure 1. The landfill site operates under the Provisional Certificate of Approval No. A521701 (C of A), issued by the Ontario Ministry of Environment on May 28, 1981. A copy of the October 31, 2008 amendment to this C of A is attached to this letter in Appendix A.

The C of A states that the total area for use and operation of the landfill site facility is 30 hectares. The Landfill site accepts household, building and demolition waste that is generated by landowners within the Municipality. The design and operations of the Landfill site, which includes five (5) waste disposal cells, is described in the Design and Operations Report (Knight Piésold Ltd., 2012).

The Municipality requested, an update of the remaining available capacity of the Powassan Landfill.

2.0 BACKGROUND

The last landfill capacity survey was completed in November 2017 by Miller & Urso Surveying Inc. The estimated available capacity then was 747,400m³.

3.0 ESTIMATED LANDFILL CAPACITY

A survey of the waste disposal area was completed on July 27, 2022, by Miller & Urso Surveying Inc. This survey was then compared to the last survey completed on November 30, 2017, by Miller & Urso Surveying Inc. The difference in the two surveys indicates that the volume of deposited waste between November 2017 and July 2022 (57 months) is approximately 21,772 m³. Therefore, the total estimated available Landfill capacity as of July 27, 2022 is approximately 725,628 m³ (747,400 m³ – 21,772 m³).

The survey data (contours) and cross-sections of the waste disposal area of the Landfill are shown on Figures 2 and 3, respectively.

4.0 ESTIMATED REMAINING LANDFILL LIFE

The estimated remaining life of the Landfill was calculated assuming a conservative, rounded up, annual waste production rate of 5,000 m³ for a Municipal population of approximately 3,350 as of 2021. With an available Landfill capacity of approximately 725,628 m³, this is equivalent to about 145.12 years (725,628 m³ / 5,000 m³/year) of remaining life. Using a rate of 5,000 m³/year of waste is conservative as the volume actually disposed in the Landfill from November 2017 to July 2022 was equivalent to

approximately double the amount compared to the last survey with an annual rate of 4,584 m³/year (21,772 m³ / 57 months x 12 months/year).

5.0 CLOSURE

We trust this information meets your current needs. Please do not hesitate to contact us if you have any questions or concerns.

6.0 REFERENCES

Knight Piésold Ltd., 2012 *Design and Operations Report*. February 24. North Bay, Ontario. Ref. NB102-309/1-1, Rev 1.

Miller & Urso Surveying Inc., 2022. North Bay, Ontario, Canada.


Yours truly,
Knight Piésold Ltd.



Prepared:


Mackenzie Aiken, B.Sc.
Junior Scientist

Reviewed:


Steven R. Aiken, P.Eng.
Manager, Environmental Services

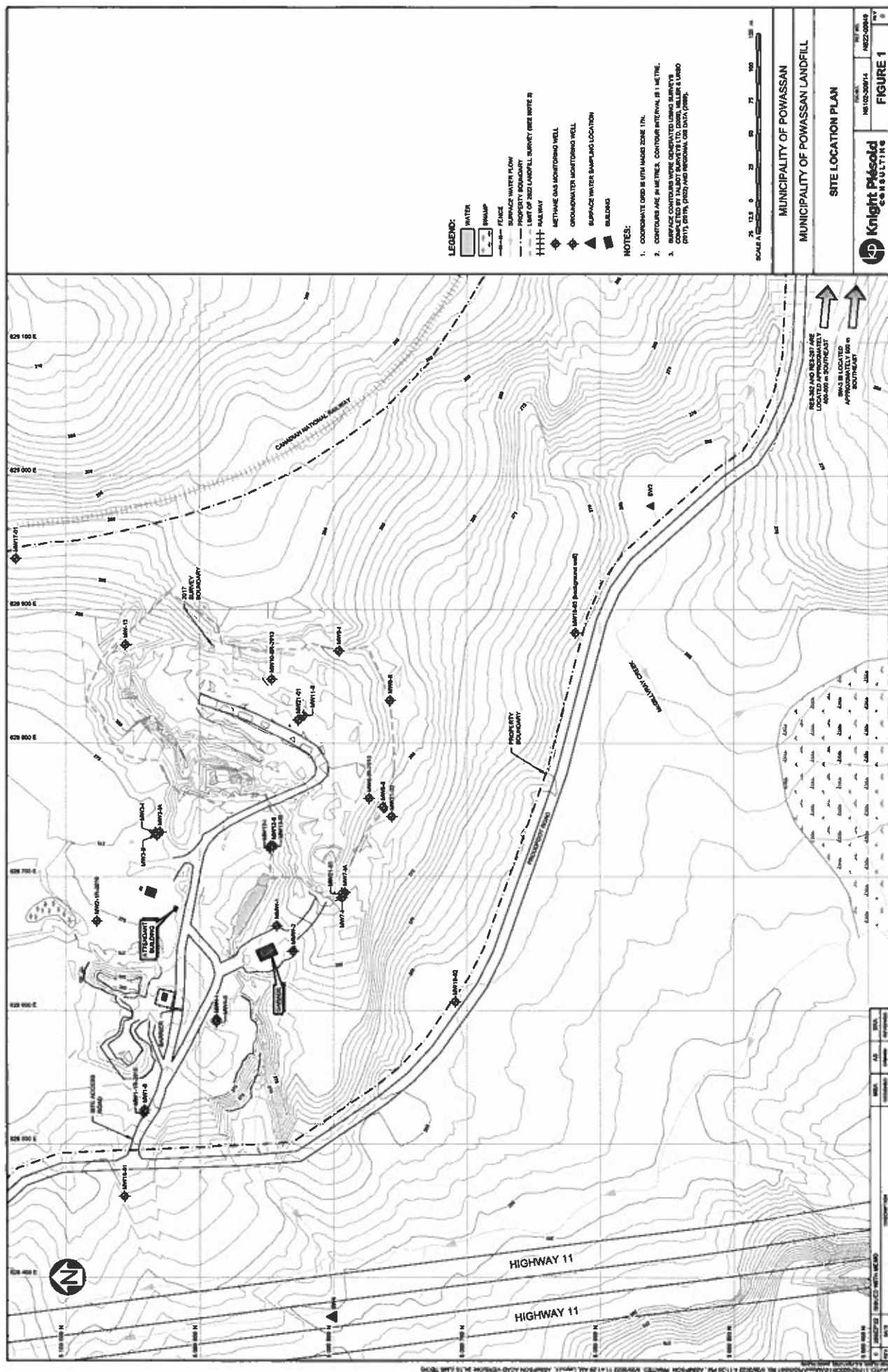
Approval that this document adheres to the Knight Piésold Quality System:

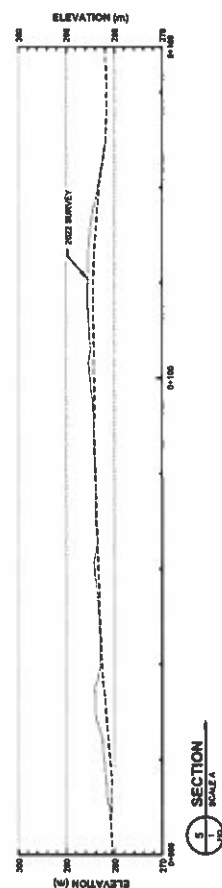
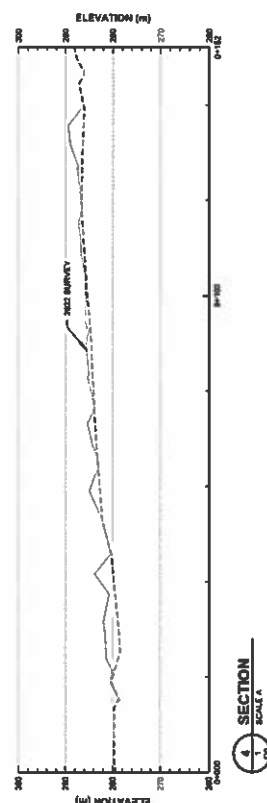
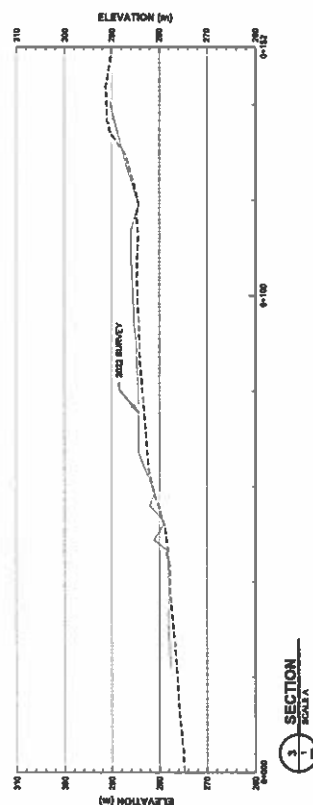
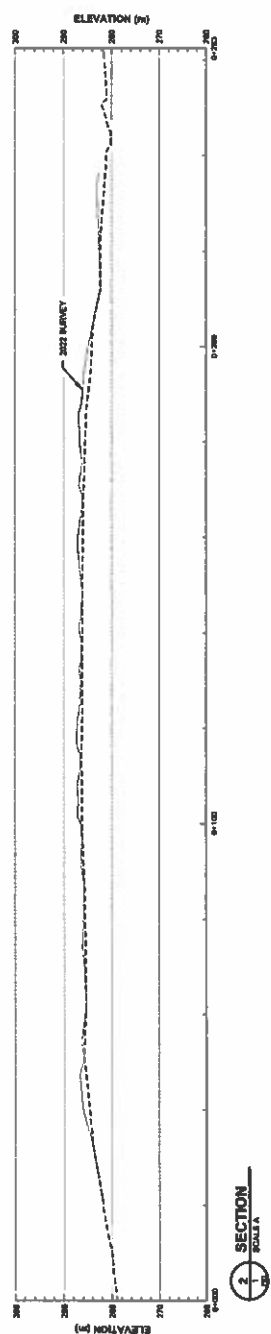
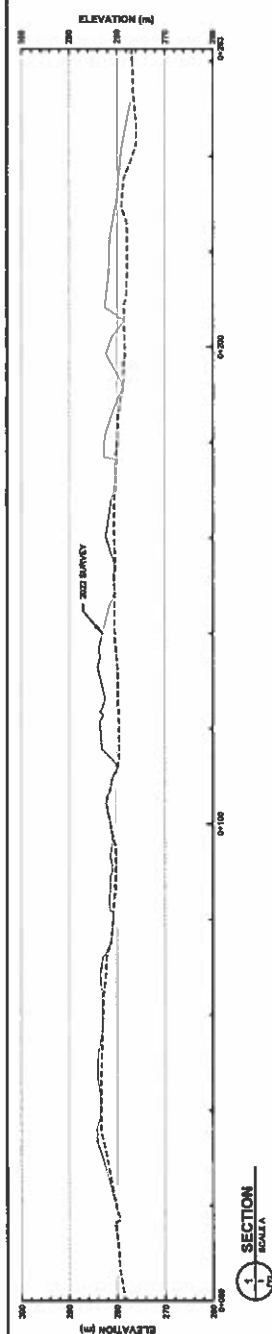


Attachments:

Figure 1 Rev 0	Site Location Plan
Figure 2 Rev 0	Waste Disposal Area Contours
Figure 3 Rev 0	Cross-Sections of Waste Disposal Area
Appendix A	Provisional Certificate of Approval

/msa





LEGEND:

2022 SURVEY
2008-2017 2019 AND ONE REGIONAL TOPO CONSIDERED SURVEYS

NOTES:

1. SURFACE CONTROLS WERE CONDUCTED USING SURVEYS COMPLETED BY TALBOT SURVEYS LTD. (2000), MILLER & URSO (2017), (2019), (2021) AND REGIONAL CDS DATA (2006).

MUNICIPALITY OF POWASSAN

MUNICIPALITY OF POWASSAN LANDFILL

CROSS-SECTIONS OF WASTE DISPOSAL AREA



FIGURE 3

2603722	ISSUED WITH MEMO	MSA	AS	SRA
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APPENDIX A

Provisional Certificate of Approval

(Pages A-1 to A-3)

CONTENT COPY OF ORIGINAL



Ministry of the Environment
Ministère de l'Environnement

AMENDMENT TO PROVISIONAL CERTIFICATE OF APPROVAL
WASTE DISPOSAL SITE
NUMBER A521701
Notice No. 1
Issue Date: October 31, 2008

The Corporation of the Municipality of Powassan
466 Main St P.O. Box 250
Powassan, Ontario
P0H 1Z0

Site Location: 40 Proudfoot Road
Powassan Municipality, District of Parry Sound
P0H 1Z0

You are hereby notified that I have amended Provisional Certificate of Approval No. A521701 issued on May 28, 1981 for the use and operation of a 30 hectare landfill site for the receipt and disposal of domestic and commercial wastes, amended May 8, 2001 and June 14, 2001 for the establishment and operation of household hazardous waste depot, waste disposal site (transfer) for the receipt and transfer of household hazardous waste, as follows:

I Approval is hereby granted for the construction of garage for the purpose of storage of an on-site landfill trash compactor and loader in accordance with the documentation provided in item 4 and 5 of Schedule "A".

Condition 36 is hereby added as follows :

36. The *Owner* shall submit to the *Director* for approval by no later than August 30, 2009 an up to date Design and Operations Report for the facility that includes as a minimum the following information:

- (a) waste types to be landfilled at the site, the service area and handling of the waste received at the site but unacceptable for landfilling or the recycling activities;
- (b) location and description of the access road, the on-site roads at the Site and the impact of the increased traffic to the Site;
- (c) description and location of the fencing and the gate(s);
- (d) details of the signs required at the Site, including the sign at the front gate and the signs at the various locations throughout the Site;
- (e) screening of the Site from the public, both visual and the protection from the noise impact;
- (f) details of the clean surface water drainage from the Site and any works required to prevent extraneous surface water from contacting the active working face;
- (g) description of the fill method, the equipment used at the Site, the areas used for various fill methods of landfilling, and timelines for various phases of the Site development;
- (h) the operating hours of the Site and the hours for the various activities to be undertaken at the Site, including waste compaction, waste coverage, clean wood burning and removal of wastes collected for transfer;
- (i) details on winter operations;
- (j) thickness of the daily cover, frequency of the application, characteristics of the material and its source and the method of application;
- (k) thickness of the intermediate cover, frequency of the application, characteristics of the material and its source and the method of application;
- (l) the equipment used, the frequency and the procedures used for waste compaction;
- (m) details on Site supervision and monitoring of the activities at the Site, including inspections of the incoming wastes;
- (n) details on handling of other wastes, including the types and amounts of wastes handled, storage locations, storage

CONTENT COPY OF ORIGINAL

facility design/description and the frequency of removal from the Site;
(o) details on housekeeping practices undertaken to control noise, dust, litter, odour, rodents, insects and other disease vectors, scavenging birds or animals;
(p) location of the wood burning area and the procedures for the burning, including frequency, supervision and measures to keep the unacceptable waste from the burn area;
(q) details on the closure of the Site, including the description of the final cover and its estimated permeability, its thickness, the source of the final cover material, the thickness of the top soil and the vegetation proposed for the closed waste mound, as well as the timeframe for the progressive waste coverage;
(r) monitoring program for the surface and groundwater;
(s) site-specific trigger mechanism program for the implementation of the groundwater and surface water contingency measures and a description of such measures;
(t) landfill gas control or management required at the Site;
(v) maintenance activities proposed for the Site and for the monitoring well network, including the type of the activities, the frequency of the activities and the personnel responsible for them;
(w) inspection activities proposed for the Site, including the frequency of the activities and the personnel responsible for them;
(x) details of training provided for the personnel responsible for the activities at the Site;
(y) contingency plans for the emergency situations that may occur at the Site;
(z) storm water management, including the location and the design of any works required;
(aa) any other information relevant to the design and operation of the Site or the information required by the District Manager.

II The following item is hereby added to Schedule "A":

4. Application dated March 8, 2008 with supporting documentation and cover letter dated June 24, 2008 signed by Brian M. Hachkowski, Principal, Integrated Earth & Environmental Limited.

5. Letter dated October 3, 2008 with supporting documentation from Brian M. Hachkowski, Principal, Integrated Earth & Environmental Limited.

The reasons for this amendment to the Certificate of Approval are as follows:

To allow the Owner to construct a building for the purpose of storage of an on-site landfill trash compactor and loader.

The reason for condition 36 is to update the current certificate of approval to reflect the current operation of the landfill site.

This Notice shall constitute part of the approval issued under Provisional Certificate of Approval No. A521701 dated May 28, 1981

In accordance with Section 139 of the Environmental Protection Act, R.S.O. 1990, Chapter E-19, as amended, you may by written notice served upon me and the Environmental Review Tribunal within 15 days after receipt of this Notice, require a hearing by the Tribunal. Section 142 of the Environmental Protection Act, provides that the Notice requiring the hearing shall state:

1. The portions of the approval or each term or condition in the approval in respect of which the hearing is required, and;
2. The grounds on which you intend to rely at the hearing in relation to each portion appealed.

The Notice should also include:

3. The name of the appellant;
4. The address of the appellant;
5. The Certificate of Approval number;
6. The date of the Certificate of Approval;
7. The name of the Director;
8. The municipality within which the waste disposal site is located;

And the Notice should be signed and dated by the appellant.

CONTENT COPY OF ORIGINAL

This Notice must be served upon:

The Secretary*
Environmental Review Tribunal
655 Bay Street, 15th Floor
Toronto, Ontario
M5G 1E5

AND

The Director
Section 39, *Environmental Protection Act*
Ministry of the Environment
2 St. Clair Avenue West, Floor 12A
Toronto, Ontario
M4V 1L5

*** Further information on the Environmental Review Tribunal's requirements for an appeal can be obtained directly from the Tribunal at: Tel: (416) 314-4600, Fax: (416) 314-4506 or www.ert.gov.on.ca**

The above noted waste disposal site is approved under Section 39 of the Environmental Protection Act.

DATED AT TORONTO this 31st day of October, 2008

Tesfaye Gebrezghi, P.Eng.
Director
Section 39, *Environmental Protection Act*

HV/
c: District Manager, MOE North Bay
Brian Hachkowski, Integrated Earth & Environmental Ltd.

Ministry of Finance
Office of the Minister
Frost Building S, 7th Floor
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Tel.: 416-325-0400



Ministère des Finances
Bureau du ministre
Édifice Frost Sud 7e étage
7 Queen's Park Crescent
Toronto (Ontario) M7A 1Y7
Tél.: 416-325-0400

Minister of Finance | Ministre des Finances
PETER BETHLENFALVY

November 9, 2022

Dear Head of Council:

I am writing to provide details on 2023 funding allocations under the Ontario Municipal Partnership Fund (OMPF). We are announcing allocations now as we know that municipalities need this information to support municipal budget planning.

Our government recognizes the importance of the OMPF for many of Ontario's communities. We are committed to working in partnership with municipalities to build and strengthen our province. That is why our government has been increasing ongoing support to municipalities for example through the doubling of the Ontario Community Infrastructure Fund (OCIF) and the introduction of the Northern Ontario Resource Development Support (NORDS) program.

Within the context of this increasing provincial support to municipalities, the government is maintaining both the overall structure of the OMPF and the program envelope at \$500 million for 2023. The program will also continue to be responsive to changing municipal circumstances through annual data updates and related adjustments.

As in prior years, transitional assistance will ensure that the 2023 funding guarantee for municipalities in northern Ontario will be at least 90 per cent of their 2022 OMPF allocation. Municipalities in southern Ontario will receive at least 85 per cent of their 2022 OMPF allocation.

The Ministry of Finance's Provincial-Local Finance Division will be providing your municipal treasurers and clerk-treasurers with further details on the 2023 OMPF. This information and other supporting materials are also available online at ontario.ca/document/2023-ontario-municipal-partnership-fund.

.../cont'd

DATE OF COUNCIL MTG.	NW 22/27
AGENDA ITEM #	12.8

- 2 -

Maintaining a close relationship with our municipal partners remains critical as we continue to build Ontario's economy during this time of economic uncertainty. I look forward to our continued collaboration in supporting strong, thriving communities across the province.

Sincerely,

Original signed by

The Honourable Peter Bethlenfalvy
Minister of Finance

c.c. The Honourable Steve Clark, Minister of Municipal Affairs and Housing

2023 Allocation Notice**Municipality of Powassan**

4959

In 2023, the Province is providing the Municipality of Powassan with \$1,051,600 in funding through the OMPF, which is the equivalent of \$702 per household.

A Total 2023 OMPF	\$1,051,600
--------------------------	--------------------

1. Assessment Equalization Grant Component	\$305,000
2. Northern Communities Grant Component	\$358,300
3. Rural Communities Grant Component	\$197,900
4. Northern and Rural Fiscal Circumstances Grant Component	\$190,400
5. Transitional Assistance	-

B Key OMPF Data Inputs

1. Households	1,499
2. Total Weighted Assessment per Household	\$233,868
3. Rural and Small Community Measure (RSCM)	100.0%
4. Farm Area Measure (FAM)	n/a
5. Northern and Rural Municipal Fiscal Circumstances Index (MFCI)	6.6
6. 2023 Guaranteed Level of Support	96.9%
7. 2022 OMPF	\$1,031,100

Note: See line item descriptions on the following page.

2023 Allocation Notice

Municipality of Powassan

4959

2023 OMPF Allocation Notice - Line Item Descriptions

A	Sum of 2023 OMPF grant components and Transitional Assistance, which are described in the 2023 OMPF Technical Guide. This document can be accessed at: https://www.ontario.ca/document/2023-ontario-municipal-partnership-fund/technical-guide
A5	If applicable, reflects the amount of transitional support provided to assist the municipality in adjusting to year-over-year funding changes. See the enclosed Transitional Assistance Calculation Insert for further details.
B1	Based on the 2022 returned roll from the Municipal Property Assessment Corporation (MPAC).
B2	Refers to the total assessment for a municipality weighted by the tax ratio for each class of property (including payments in lieu of property taxes retained by the municipality) divided by the total number of households.
B3	Represents the proportion of a municipality's population residing in rural areas and/or small communities. For additional information, see the 2023 OMPF Technical Guide, Appendix A.
B4	Represents the percentage of a municipality's land area comprised of farm land. Additional details regarding the calculation of the Farm Area Measure are provided in the 2023 OMPF Technical Guide, Appendix B.
B5	Measures a municipality's fiscal circumstances relative to other northern and rural municipalities in the province, and ranges from 0 to 10. A lower MFCI corresponds to relatively positive fiscal circumstances, whereas a higher MFCI corresponds to more challenging fiscal circumstances. For additional information, see the enclosed MFCI Insert, and the 2023 OMPF Technical Guide, Appendix D.
B6	Represents the guaranteed level of support the municipality will receive through the 2023 OMPF. For additional information, see the 2023 OMPF Technical Guide.
B7	Line A of 2022 OMPF Allocation Notice.

Note: Grant components and Transitional Assistance are rounded up to multiples of \$100.

2023 Transitional Assistance Calculation Insert

Municipality of Powassan

4959

A 2023 OMPF Transitional Assistance (Line B2 - Line B1, if positive)

n/a

As the municipality's 2023 OMPF identified on line B1 exceeds the guaranteed support identified on line B2, Transitional Assistance is not required.

B Supporting Details

1. Sum of 2023 OMPF Grant Components (excluding Transitional Assistance)	\$1,051,600
2. 2023 Guaranteed Support (Line B2a x Line B2b)	\$999,200
a. 2022 OMPF	\$1,031,100
b. 2023 Guaranteed Level of Support (Line C)	96.9%

C 2023 Guaranteed Level of Support (Line C1 + Line C2)**96.9%**

1. 2023 OMPF Minimum Guarantee	90.0%
2. Enhancement Based on Northern and Rural Municipal Fiscal Circumstances Index	6.9%

Note: See line item descriptions on the following page.

2023 Transitional Assistance Calculation Insert**Municipality of Powassan**

4959

2023 Transitional Assistance Calculation Insert - Line Item Descriptions

A	Transitional Assistance ensures that in 2023, northern municipalities will receive a minimum of 90 per cent of the support they received through the OMPF in 2022. The Municipality of Powassan's 2023 OMPF exceeds their guaranteed level. As a result, Transitional Assistance is not required.
B1	Sum of the following 2023 OMPF grant components: Assessment Equalization, Northern Communities, Rural Communities, and Northern and Rural Fiscal Circumstances Grant Components.
B2	Guaranteed amount of funding through the 2023 OMPF.
B2a	Line A of 2022 OMPF Allocation Notice.
B2b	Represents the guaranteed level of support the municipality will receive through the 2023 OMPF. For additional information, see the 2023 OMPF Technical Guide.
C1	Reflects the minimum level of support for northern municipalities through the 2023 OMPF.
C2	Reflects the enhancement to the minimum level of support based on the municipality's Northern and Rural MFCI.

Note: Grant components and Transitional Assistance are rounded up to multiples of \$100.

2023 Northern and Rural Municipal Fiscal Circumstances Index**Municipality of Powassan**

4959

A Northern and Rural Municipal Fiscal Circumstances Index (MFCI)**6.6**

The Northern and Rural Municipal Fiscal Circumstances Index (MFCI) measures a municipality's fiscal circumstances relative to other northern and rural municipalities in the province on a scale of 0 to 10. A lower MFCI corresponds to relatively positive fiscal circumstances, whereas a higher MFCI corresponds to more challenging fiscal circumstances.

The Northern and Rural MFCI is determined based on six indicators that are classified as either primary or secondary, to reflect their relative importance in determining a municipality's fiscal circumstances.

The table below provides a comparison of the indicator values for the Municipality to the median for northern and rural municipalities.

B Northern and Rural MFCI - Indicators

Primary Indicators	Municipality of Powassan	Median
1. Weighted Assessment per Household	\$233,868	\$289,000
2. Median Household Income	\$79,500	\$82,000
Secondary Indicators		
3. Average Annual Change in Assessment (New Construction)	0.7%	1.1%
4. Employment Rate	53.2%	56.0%
5. Ratio of Working Age to Dependent Population	133.9%	152.0%
6. Per cent of Population Above Low-Income Threshold	88.7%	88.0%

Note: An indicator value that is higher than the median corresponds to relatively positive fiscal circumstances, while a value below the median corresponds to more challenging fiscal circumstances.

Additional details regarding the calculation of the Northern and Rural MFCI are provided in the 2023 OMPF Technical Guide, as well as in the customized 2023 Northern and Rural MFCI Workbook.

Note: See line item descriptions on the following page.

2023 Northern and Rural Municipal Fiscal Circumstances Index**Municipality of Powassan**

4959

2023 Northern and Rural Municipal Fiscal Circumstances Index - Line Item Descriptions

A	The municipality's 2023 Northern and Rural MFCI. Additional details are provided in the municipality's customized 2023 Northern and Rural MFCI Workbook.
B1	Refers to the total assessment for a municipality weighted by the tax ratio for each class of property (including payments in lieu of property taxes retained by the municipality) divided by the total number of households.
B2	Statistics Canada's measure of median income for all private households in 2020.
B3	Measures the five-year (2017 - 2022) average annual change in a municipality's assessment, for example, as a result of new construction or business property closures, excluding the impact of reassessment.
B4	Statistics Canada's measure of number of employed persons, divided by persons aged 15 and over.
B5	Statistics Canada's measure of working age population (aged 15 to 64), divided by youth (aged 14 and under) and senior population (aged 65 and over).
B6	Statistics Canada's measure of the population in private households above the low-income threshold for Ontario compared to the total population in private households.



52 Seguin Street, Parry Sound, Ontario P2A 1B4
Tel: (705) 746-2101 • Fax: (705) 746-7461 • www.townofparrysound.com

RECEIVED
OCT 31 2022
The Municipality of Powassan

October 26, 2022

Municipality of Powassan
PO Box 250
466 Main Street
Powassan, Ontario
P0H 1Z0

Re: Parry Sound District Emergency Medical Service Advisory Committee

Dear Madam/Sir:

With the recent Municipal Elections and the above Committee's term ending, comes the task of new appointments.

Understanding that new Councils are not sworn in until after November 1st, the Town of Parry Sound would like to request your Municipality's representatives be appointed as soon as possible in order to deal with some upcoming EMS issues. It would be appreciated if a copy of your resolution could accompany your correspondence indicating your representative. Those Municipalities that share a committee member will need to decide amongst themselves who their one representative will be. Please see the attached Terms of Reference indicating the municipalities sharing a representative.

Currently your Municipality is represented by **Councillor Irene Schmidt** who has contributed significantly to the enhancement of patient care for the District and who has indicated her willingness to remain on the Committee.

We thank you in advance for dealing with this issue at your earliest convenience and await your response.

Yours truly,

Dave Thompson

Dave Thompson,
Director of Emergency and Protective Services

Encl. 1) EMS Advisory Committee, Terms of Reference

DATE OF COUNCIL MTG.	Nov 22/22
AGENDA ITEM #	1.2.3

**PARRY SOUND DISTRICT EMERGENCY MEDICAL SERVICE ADVISORY COMMITTEE
TERMS OF REFERENCE**

- 1 -

Date Ammended: January 27, 2015

OBJECTIVE

- (1) To identify, resolve and convey issues and concerns regarding the District E.M.S. System.
- (2) To advise on the operation, and facilitate improvements of the Ambulance Service to meet the needs of the citizens of the District of Parry Sound, per the attached.

1.0 COMMITTEE MEMBERSHIP

- 1.1 The Ambulance Emergency Medical Service (EMS) Committee is composed of (7) members as follows:
 - (1) Ryerson, Armour, Perry, Burk's Falls, Kearny, Magnetawan, McMurrich/Montieth,
 - (1) Machar, Jolly, Strong, Sundridge, South River,
 - (1) Callander, Nipissing, Powassan.
 - (1) Carling, McDougall, Whitestone, McKellar
 - (1) Seguin
 - (1) Archipelago
 - (1) **Chair** - As appointed by and representing the Town of Parry Sound
- 1.2 It is the decision of the local councils to decide who their representative is. Those multiple townships which join together to fill one position must come to a consensus amongst themselves and advise the Chair who this representative is.
- 1.3 As a advisory body, conclusions shall be reached by consensus. Landmark recommendations will be voted on and presented to the Town of Parry Sound Council through the R&R process as the designated Delivery Agent, for their consideration.
- 1.4 The respective appointing municipalities shall be responsible for all costs and expenses of their members for participating in the EMS Advisory Committee. The Committee may make recommendations to the Town Council for expenditures that they would rule to be representative of the entire EMS Advisory Committee.
- 1.5 All members shall be entitled to write a minority report on any of the issues under the purview of this Committee and present such reports to the Town Council, however, any such report and presentation shall **not** include the collection of petitions, organization of lobbies or demonstrations.
- 1.6 All members in accepting to serve as members of this EMS Advisory Committee hereby undertake to comply with the conditions of these Terms of Reference.

**PARRY SOUND DISTRICT EMERGENCY MEDICAL SERVICE ADVISORY COMMITTEE
TERMS OF REFERENCE**

- 2 -

Date Ammended: January 27, 2015

2.0 COMMITTEE ADMINISTRATION SUPPORT

- 2.1 Committee Administrative Support shall be provided by the Town of Parry Sound.
- 2.2 The Director of Emergency and Protective Services shall be the Staff Resource person and a full participating non-voting member of the EMS Advisory Committee.

3.0 CHAIRPERSON AND SPOKESPERSON

- 3.1 The Chairperson is the official spokesperson for the Committee or their designate.
- 3.2 Section 3.1 does not prevent each of the members of this EMS Advisory Committee from reporting back to and discussing issues with the Municipalities which they represent.

4.0 MEETINGS

- 4.1 Regular meetings of the EMS Advisory Committee shall be held quarterly.
- 4.2 Meetings will be cancelled if there is no business to conduct.
- 4.3 Special meetings will be held upon call of the Chair or upon call of a majority of members of the Committee. In the latter case the meeting shall be called by the Town of Parry Sound Chief Administrative Officer. In the event of an emergency a committee member may contact the chairperson requesting an emergency meeting.

5.0 REPORTING THROUGH THE AMBULANCE EMS ADVISORY COMMITTEE

- 5.1 The EMS Advisory Committee shall:
 - a) regularly report to all participating District of Parry Sound Councils through the distribution of its minutes.
 - b) formally report to the Council of the Town of Parry Sound, the Town being the Lead Agent for Land Ambulance Operations/Services.
 - c) provide an annual report to Council outlining definable results.
- 5.2 The Town of Parry Sound Council's views will be represented by Town Council membership on the EMS Advisory Committee. This does not prevent Council representatives from seeking direction and initiative from their Council, or the Town Council from directing specific requests to the EMS Advisory Committee. Any disputes between the participating Councils/members

**PARRY SOUND DISTRICT EMERGENCY MEDICAL SERVICE ADVISORY COMMITTEE
TERMS OF REFERENCE**

- 3 -

Date Ammended: January 27, 2015

shall be referred to the Town of Parry Sound Council.

- 5.3.1 Recommendations for decision, shall be brought forward by the EMS Advisory Committee through the Director of Emergency and Protective Services, to the Council of the Town of Parry Sound through the R&R process. Reports considered by Council shall have prior consideration by the EMS Advisory Committee unless the reason for direct action by Council is clearly communicated, defined and accepted by Council.
- 5.3.2 Reports and recommendations must be presented to Town Council, through the EMS Advisory Committee for information, consideration and decision at the following landmarks:

Landmark Recommendations:

- a) For the approval of these Terms of Reference.
- b) For a change in the Terms of Reference.
- c) Upon establishment of a protocol for engaging the employees and transferring the ambulance service in-house.
- d) Upon establishment of an ambulance service model for the long-term.
- e) Any recommendations that will have an annual impact in excess of the approved budget.
- f) Change in EMS Advisory Committee membership with R&R to Council.
- g) To review and approve the District Land Ambulance Budget and Business Plan.
- h) To review and approve Ambulance Station Leases and Rental Agreements.
- i) To review and approve funding formulas and cost sharing agreements with other Districts.
- j) To review and recommend new funding formulas for District cost sharing.

6.0 PUBLIC INFORMATION

- 6.1 The public shall be informed of the actions of the EMS Advisory Committee through the following means:
- 1. All meetings shall be public unless required to be in camera in accordance with the Town of Parry Sound Procedural By-law.
 - 2. Through availability of minutes of each meeting via the Town of Parry Sound Web Site and/or upon request of any individual.
 - 3. Through reports distributed to the participating Councils.

7.0 TERMS OF THIS EMS ADVISORY COMMITTEE

**PARRY SOUND DISTRICT EMERGENCY MEDICAL SERVICE ADVISORY COMMITTEE
TERMS OF REFERENCE**

- 4 -

Date Ammended: January 27, 2015

- 7.1 The responsibilities and mandate of the EMS Advisory Committee shall coincide with Municipal elections, unless its term is extended by the Council of the Town of Parry Sound.

8.0 LONG-TERM RESPONSIBILITIES OF THE EMS ADVISORY COMMITTEE

- 8.1 The long-term responsibilities of the EMS Advisory Committee shall be to comment and advise on the operation and possible improvement and expansion of the Ambulance Service, including but not limited to the following:

8.1.1 Delivery of the service to comply with legislative standards.

8.1.2 Establishment of a District Oversight Committee to manage and control the service.

8.1.3 To develop a plan and strategy to improve the service through the location of stations, additional resources, addition of advanced life support and training.

8.1.4 To develop Sub Committees and Task Forces as required.

8.1.5 To work with all levels of government to develop strategies to improve service and seek out efficiencies.

8.1.6 To review and approve the District Land Ambulance Operational Budgets.

8.1.7 To review and approve District Land Ambulance Capital Budgets.

8.1.8 To review and approve Ambulance Station Leases and Rental Agreements renewals.

8.1.9 To review and approve funding formulas and cost sharing agreements with other districts.

8.2.0 To approve Land Ambulance Insurance Contracts.

8.2.1 To review and recommend new funding formulas for District cost sharing.



SYSTEM OVERVIEW

July 1st to September 30th, 2022

OPERATIONAL HIGHLIGHTS

Drinking Water System

- The water treatment system operated well during the third quarter.
- Well house flow meters inspection/verifications completed.
- Reservoir annual flow meter inspection/verification completed.
- Fall distribution system flushing completed.

Wastewater Treatment

- The wastewater treatment system performed well during the third quarter.
- Lagoon treatment completed on September 22, 2022. South Cell treated with 1250 imperial gallons (IMPG) and Old Cell treated with 1000 IMPG.

CAPITAL PLAN PROGRESS

Drinking Water System

- Old abandoned analyzers and associated electrical equipment was removed from the well house.
- Uninterruptable power supply (UPS) replaced at well house.

Wastewater Treatment

- UPS replaced at Clark St. SLS.

ASSET MANAGEMENT

See Appendix A - Work Order summary for water treatment plant (WTP)

See Appendix B - Work Order summary for wastewater treatment lagoon (WWTL)

CALL-OUT SUMMARY

See Appendix C – Call-out Report for WTP

See Appendix D – Call-out Report for WWTL



REGULATORY

- All drinking water samples required under O. Regulation 170/03 were collected and tested in the third quarter of 2022 and all results fell within regulatory limits.
- No Ministry of the Environment, Conservation and Parks (MECP) or Ministry of Labour (MOL) inspections conducted this quarter.
- Quarterly trihalomethanes (THM), haloacetic acids (HAA), Nitrate and Nitrite sampling completed July 14, 2022.
- All required sewage samples required under the system's ECA collected and tested in the third quarter of 2022.

INCIDENTS AND COMPLAINTS

Powassan Drinking Water System

Incident	N/A
Date	
Details	

Powassan Wastewater System

Incident	N/A
Date	
Details	

HEALTH AND SAFETY

- Staff training completed on Heat Stress.
- Staff training completed on SDS/MSDS.
- Staff training completed on Vehicle Circle Checks.

POWASSAN DRINKING WATER SYSTEM PERFORMANCE

See Appendix E – Performance Assessment Report Water

POWASSAN WASTEWATER TREATMENT LAGOON – WASTEWATER FLOW SUMMARY

See Appendix F – Performance Assessment Report Wastewater



Appendix A - Work Order Summary for WTP

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM
Report End Date Sep 30, 2022 11:59 PM
Location 6033*
Work Order Type CAP, CORR, OPER, PM
Work Order Class

WorkOrder				PM Schedule		Workorder Details							
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	WorkLog Detail
2077255	0000235204	PANEL ALARM/ DIALER III POWASSAN GROUND WATER WELL	6033, Powassan WTP, Process, Lowlift, Well System	PM	Inspection	1	MONTHS	Critical Building Intrusion Alarm Testing (1m) 6033	CLOSE	7/1/22 12:00 AM	7/13/22 09:26 AM		Critical Building Intrusion Alarm Testing (1m) 6033 -July 12, 2022, Dan Finnigan performed a test of the well supply building entrance door intrusion alarm by not disarming the alarm when entering the building. This caused an intrusion alarm, which True Sled Alarm Monitoring Service received and notified the on- call operator. This confirms that the building door intrusion alarm is working. DF
2083465	0000294004	GENERATOR NATURAL GAS GENSET McRae Road Reservoir	6033, Powassan WTP, Facility, Power Generation	PM	Refurbish/ Replace/Repair	1	MONTHS	Reservoir Natural Gas Generator Inspection/Functional Test (1m) 6033	CLOSE	7/1/22 12:00 AM	7/19/22 03:45 PM	7/19/22 03:45 PM	Reservoir Natural Gas Generator Inspection/Functional Test (1m) 6033 -July 15, 2022 by Dan Finnigan The oil level was checked and found to be "full", and the air filter was checked and was clean. The main power to the building was disconnected and the generator started without any issues. Power was transferred to the generator a moment later, and all building functionality was returned. After the test period the power to the building was re-instated, and after a cool- down period the generator shut down.

Workorder Summary Report

Report Start Date: Jul 1, 2022 12:00 AM
 Report End Date: Sep 30, 2022 11:59 PM
 Location: 6033*
 Work Order Type: CAP, CORR, OPER, PM
 Work Order Class:

WorkOrder				PM Schedule		Workorder Details				WorkLog Detail			
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	WorkLog Detail
2892555	0000235294	PANEL ALARM/ DIALER 01 POW/ASSAN GROUND WATER WELL	6033, Powassan WTP, Process Lowlift Well System	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 6033	CLOSE	7/1/22 12:00 AM	7/13/22 09:32 AM	7/13/22 09:32 AM	Critical Alarm/Dialer Testing (1m) 6033 -Critical Alarm/Dialer Testing (1m) 6033 was completed by Dan Fountain on July 11, 2022. The C12 probe was pulled out of the sample cells to perform a monthly inspection and cleaning, and to force an alarm condition for the monthly testing of the low chlorine alarm. the alarm dialer and the well pump interlock lockout. The True Steel called to advise they had received an alarm notification re the low chlorine alarm. The C12 probe was placed back into the flow thru sample cell after it was inspected, cleaned and the electrolyte topped up. After low chlorine alarm cleared the well pump lockout was reset to resume normal operation of the well house. These actions verified proper operation of the low C12/instrument alarm, alarm dialer and well pump interlock.

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM
Report End Date Sep 30, 2022 11:59 PM
Location 6033*
Work Order Type CAP, CORROPER, PM
Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish	
2893103		6033, Powassan WTP		PM	Health and Safety	1	MONTHS	CLOSE	7/1/22 12:00 AM	7/13/22 09:30 AM	7/13/22 09:30 AM	Health And Safety Inspection (1m) 6033 The monthly H&S Inspection was conducted on July 12, 2022 and consisted of checking/verifying the following items: 1. Chemical Apron 2. Face Shield 3. Spill Kit(s) X 2, all items were available 4. Chemical secondary containment (intact) 5. Safety: Signage (all intact and visible) 6. First aid kit 7. Hearing protection earmuffs 8. Emergency lighting (all tested and working) 9. Emergency Eyewash (tested and working)
2893205		6033, Powassan WTP, Process, Process Control & Monitoring		PM	Calibration	1	MONTHS	CLOSE	7/1/22 12:00 AM	7/13/22 09:34 AM	7/13/22 09:34 AM	Analyzer Chlorine Inspection/ Service (1m) 6033 July 11, 2022 by: Dan Fritanjan During the monthly low chlorine critical alarm / lockout test the analyzer housing was flushed and inspected for damage and wear, and the electrode solution level was checked and topped up. The probe was re-inserted into the housing, and a single point verification was conducted with the following results: Online analyzer: 1.55 mg/L Free Cl2 Handheld analyzer: 1.56 mg/L Free Cl2 The online analyzer was within 0.01 mg/L Free Cl2 and therefore did not require adjustment

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM
Report End Date Sep 30, 2022 11:59 PM
Location 6033*
Work Order Type CAP, CORR, OPER, PM
Work Order Class

WorkOrder				PM Schedule		Workorder Details							
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description (1m)	Status	Schedule Start	Actual Start	Actual Finish	WorkLog Detail
2804752			6033, Powassan WTP	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 6033	CLOSE	7/1/22 12:00 AM	7/13/22 09:29 AM	7/13/22 09:29 AM	TPM Inspection/Maintenance (1m) 6033 -July 12, 2022 Reviewed trending to ensure both submersible well pump is operating within normal parameters. Started exhaust fan and observed motorized louvers operating properly. Verified chlorine pump on hand, as well as duty chlorine pump operating satisfactorily.
2804752	0000209142	GENERATOR DIESEL POWASSAN GROUND WATER WELL	6033, Powassan WTP Facility, Power Generation	PM	Refurbish/ Replace/Repair	1	MONTHS	Wellhouse Diesel Generator Inspection/Functional Test (1m) 6033	COMP	7/1/22 12:00 AM	7/26/22 11:33 AM	7/26/22 11:33 AM	Wellhouse Diesel Generator Inspection/Functional Test (1m) 6033 July 25, 2022 by Dan Finnigan. All fluid levels were checked, belts inspected, battery charging system, etc. The generator was started and the electrical load was transferred to generator power successfully, and transferred back to shore power properly when the test was completed. While running, the system was observed for leaks or any other deficiencies. Electrical volts and amps were recorded, along with the following generator values: RPM's = 1794 Oil Level = Full Coolant Temp=148 Deg. F Battery Voltage= 13.7V Oil Pressure 60 psi Fuel level = approximately 7.0 inches Hrs at start 5980 hr 37 min Hrs at stop 5981 hr 44 min
2804753			6033, Powassan WTP	OPER	Compliance	1	MONTHS	WISKI Review (1m) 6033	CLOSE	7/1/22 12:00 AM	7/13/22 09:23 AM	7/13/22 09:23 AM	WISKI Review (1m) 6033 - WISKI Review (1m) for the month of June 2022 was completed on July 05, 2022 by Dan Finnigan. All values were checked and entered, lab data entries were reviewed, WISKI Graphs corrected, and this Work Order closed off.

Workorder Summary Report

Report Start Date: Jul 1, 2022 12:00 AM
Report End Date: Sep 30, 2022 11:59 PM
Location: 6033*
Work Order Type: CAP, CORR, OPER, PM
Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish	
200057	0000258571	ANALYZER CHLORINE AIT-601 RESERVOIR	6033, Powassan WTP, Process Storage, Elevated Reservoir	PM	Calibration	1	MONTHS	CLOSE	7/1/22 12:00 AM	7/19/22 03:48 PM	7/19/22 03:48 PM	Analyzer Chlorine Inspection/Service (1m) 6033 - Analyzer Chlorine Inspection/Service (1m) at the Reservoir was performed by Dan Finnigan on July 15, 2022. Electrolyte levels were checked and filled, air was flushed from the analyzer housing, and readings checked against a pocket colorimeter. A single point calibration was conducted after placing the analyzer probe online and the online analyzer did not need calibration. Online = 1.23 mg/L Tested = 1.23 mg/L
2017064			6033, Powassan WTP, Facility	CAP	Refurbish/Replace/Repair	0		CLOSE		7/12/22 11:08 PM	7/12/22 11:08 PM	Powassan Well House Obsolete Instrumentation & Equipment Removal -Contacted Cluadel (Stroma) and made an appointment for Tuesday July 12, 2022 to meet at the Powassan Well House to remove obsolete equipment (chart recorder, by-pass panel, etc.). Powassan Well House Obsolete Instrumentation & Equipment Removal -July 12, 2022, Cluadel successfully removed obsolete paper chart recorder, ABB chart recorder, Turbidity analyzer and Chlorine lockout by pass relays and boxes, etc. Low chlorine lockout / alarm and high chlorine alarm tested OK. Onsite from approximately 09:30 to 15:30

Workorder Summary Report

Report Start Date: Jul 1, 2022 12:00 AM
Report End Date: Sep 30, 2022 11:59 PM
Location: 6033*
Work Order Type: CAP, CORR, OPER, PM
Work Order Class:

WorkOrder				PM Schedule		Workorder Details							
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	WorkLog Detail
2019019			6033, Powassan WTP, Process, Process Control & Monitoring	CAP	Refurbish/ Replace/Repair	0		Powassan UPS Replacements	CLOSE		7/15/22 01:49 PM	7/15/22 01:49 PM	UPS Replacements - Replace failed UPS's, 1 for wellhouse and one for Clark St SLS CyberPower 8-Outlet Uninterruptible Power Supply UPS System, 450VA / 260W (SE450G1-FC)
2024267	0000235294	PANEL ALARM/ DIALER 01 POWASSAN GROUND WATER WELL	6033, Powassan WTP, Process, Low/Lift, Well System	PM	Inspection	1	MONTHS	Critical Building Intrusion Alarm Testing (1m) 6033	COMP	8/1/22 12:00 AM	8/25/22 04:50 PM	8/25/22 04:50 PM	Critical Building Intrusion Alarm Testing (1m) 6033 -August 24, 2022, Dan Finnigan performed a test of the well supply building entrance door intrusion alarm by not disarming the alarm when entering the building. This caused an intrusion alarm, which True Steel Alarm Monitoring Service received and notified the on-call operator. This confirms that the building door intrusion alarm is working.
2013303	0000236004	GENERATOR NATURAL GAS GENSET McRae Road Reservoir	6033, Powassan WTP, Facility, Power Generation	PM	Refurbish/ Replace/Repair	1	MONTHS	Reservoir Natural Gas Generator Inspection/Functional Test (1m) 6033	COMP	8/1/22 12:00 AM	8/25/22 05:02 PM	8/25/22 05:02 PM	Reservoir Natural Gas Generator Inspection/Functional Test (1m) 6033 -August 24, 2022 by Dan Finnigan. The oil level was checked and found to be "full", and the air filter was checked and was clean. The main power to the building was disconnected and the generator started without any issues. Power was transferred to the generator a moment later, and all building functionality was returned. After the test period the power to the building was re-instated, and after a cool-down period the generator shut down.

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM
Report End Date Sep 30, 2022 11:59 PM
Location 6033*
Work Order Type CAP, CORR, OPER, PM
Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish	
20137487	0000235294	PANEL ALARM/ DIALER IN POWASSAN GROUND WATER WELL	6033, Powassan WTP, Process, Lowlift, Well System	PM	Inspection	1	MONTHS	COMP	8/1/22 12:00 AM	8/25/22 04:42 PM	8/25/22 04:42 PM	<p>Critical Alarm/Dialer Testing (1m) 6033</p> <p>-Critical Alarm/Dialer Testing (1m) 6033 was completed by Dan Finnigan on August 24, 2022. The C12 probe was pulled out of the sample cells to perform a monthly inspection and cleaning and to force an alarm condition for the monthly testing of the low chlorine alarm. The alarm dialer and the well pump interlock locked out. The True Steel called to advise they had received an alarm notification re the low chlorine alarm. The C12 probe was placed back into the flow thru sample cell after it was inspected, cleaned and the electrolyte topped up. After low chlorine alarm cleared the well pump lockout was reset to resume normal operation of the well house. These actions verified proper operation of the low C12/instrument alarm, alarm dialer and well pump interlock.</p>

Workorder Summary Report

Report Start Date: Jul 1, 2022 12:00 AM
Report End Date: Sep 30, 2022 11:59 PM
Location: 6033*
Work Order Type: CAP, CORR, OPER, PM
Work Order Class:

WorkOrder				PM Schedule		Workorder Details				WorkLog Detail			
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	WorkLog Detail
29401219		6033, Povassan WTP	6033, Povassan WTP	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 6033	COMP	8/1/22 12:00 AM	8/25/22 04:33 PM	8/25/22 04:33 PM	The monthly H&S Inspection was conducted on August 24, 2022 and consisted of checking/verifying the following items: 1. Chemical Apron 2. Face Shield 3. Spill Kit(s) X 2 all items were available 4. Chemical secondary containment (intact) 5. Safety Signage (all intact and visible) 6. First aid kit 7. Hearing protection earmuffs 8. Emergency lighting (all tested and working) 9. Emergency Eyewash (tested and working)
29401314		6033, Povassan WTP, Process, Process Control & Monitoring		PM	Calibration	1	MONTHS	Analyzer Chlorine Inspection/Service (1m) 6033	COMP	8/1/22 12:00 AM	8/25/22 04:40 PM	8/25/22 04:40 PM	Analyzer Chlorine Inspection/Service (1m) 6033 - August 24, 2022 by Dan Finnigan. During the monthly low chlorine critical alarm / lockout test the analyzer housing was flushed and inspected for damage and wear, and the electrolyte solution level was checked and topped up. The probe was re-inserted into the housing and a single point verification was conducted with the following results: Online analyzer: 2.34 mg/L Free Cl2 Handheld analyzer: 1.98 mg/L Free Cl2 The online analyzer required adjustment. The new slope after calibration was 2.05 mV/ppm (within spec)

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM
 Report End Date Sep 30, 2022 11:59 PM
 Location 6033*
 Work Order Type CAP,CORR,OPER,PM
 Work Order Class

WorkOrder				PM Schedule		Workorder Details							
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	Work Log Detail
2041676			6033, Powassan WTP	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 6033	COMP	8/1/22 12:00 AM	8/25/22 04:49 PM	8/25/22 04:49 PM	TPM Inspection/Maintenance (1m) 6033 -August 24, 2022: Reviewed trending to ensure both submersible well pump is operating within normal parameters. Started exhaust fan and observed motorized louvers operating properly. Verified chlorine pump on hand, as well as duty chlorine pump operating satisfactorily.
2041671	0000209142	GENERATOR DIESEL POWASSAN GROUND WATER WELL	6033, Powassan WTP Facility: Power Generation	PM	Refurbish/ Replace/Repair	1	MONTHS	Wellhouse Diesel Generator Inspection/Functional Test (1m) 6033	COMP	8/1/22 12:00 AM	8/25/22 04:58 PM	8/25/22 04:58 PM	Wellhouse Diesel Generator Inspection/Functional Test (1m) 6033 August 24, 2022 by Dan Finnigan All fluid levels were checked, belts inspected, battery charging system, etc. The generator was started and the electrical load was transferred to generator power successfully, and transferred back to shore power properly when the test was completed. While running, the system was observed for leaks or any other deficiencies. Electrical volts and amps were recorded, along with the following generator values RPM's = 1785 Oil Level = Full Coolant Temp=148 Deg.F Battery Voltage= 13.7V Oil Pressure 64 psi Fuel level = approximately 7.0 inches Hrs at start: 6015 hr 50 min Hrs at stop: 6017 hr 33 min
2041710			6033, Powassan WTP	OPER	Compliance	1	MONTHS	WISKI Review (1m) 6033	COMP	8/1/22 12:00 AM	8/16/22 04:09 PM	8/16/22 04:09 PM	WISKI Review (1m) 6033 -WISKI Review (1m) for the month of July 2022 was completed on August 16, 2022 by Dan Finnigan All values were checked and entered, lab data entries were reviewed, WISKI Graphs corrected, and this Work Order closed off.

Workorder Summary Report

Report Start Date: Jul 1, 2022 12:00 AM
 Report End Date: Sep 30, 2022 11:59 PM
 Location: 6033*
 Work Order Type: CAP, CORR, OPER, PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	Work Order		PM Schedule		Workorder Details			WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	
2951286	0000258371	ANALYZER CHLORINE AIT 6033 RESERVOIR	6033 Powassan WTP, Process, Storage, Elevated Reservoir	PM	Calibration	1	MONTHS	COMP	8/1/22 12:00 AM	8/25/22 05:05 PM	8/25/22 05:05 PM
<p>Analyzer Chlorine Inspection/Service (1m) 6033</p> <p>Analyzer Chlorine Inspection/Service (1m) at the Reservoir was performed by Dan Finnigan on August 24, 2022. Electrolyte levels were checked and filled; air was flushed from the analyzer housing, and readings checked against a pocket colorimeter. A single point calibration was conducted after placing the analyzer probe online. The online analyzer did not need calibration.</p> <p>Online = 1.35 mg/L Tested = 1.30 mg/L</p>											
2951774			6033 Powassan WTP, Process, Process Control & Monitoring	CORR	Refurbish/Replace/Repair	0		COMP		9/21/22 10:37 AM	9/21/22 10:57 AM
<p>Chlorine Analyzer Parts (membrane cap & electrolyte)</p> <p>Chlorine Analyzer consumables (membrane cap & electrolyte)</p> <p>Received order from SGG Process and delivered to Powassan WS</p>											
2951903	0000255294	PANEL ALARM/DIALER 01 POWASSAN GROUND WATER WELL	6033 Powassan WTP, Process, Lowflow, Well System	PM	Inspection	1	MONTHS	COMP	9/1/22 12:00 AM	9/26/22 10:34 AM	9/26/22 10:34 AM
<p>Critical Building Intrusion Alarm Testing (1m) 6033</p> <p>Critical Building Intrusion Alarm Testing (1m) 6033</p> <p>September 07, 2022, Dan Finnigan performed a test of the well supply building entrance door intrusion alarm by not disarming the alarm when entering the building. This caused an intrusion alarm, which True Steel Alarm Monitoring Service received and notified the on-call operator. This confirms that the building door intrusion alarm is working. DF</p>											

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM
Report End Date Sep 30, 2022 11:59 PM
Location 6033*
Work Order Type CAP-CORR-OPER-PM
Work Order Class

WorkOrder				PM Schedule		Workorder Details							
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	Work Log Detail
20220705	0000264004	GENERATOR NATURAL GAS GENSET McRae Road Reservoir	6033, Powassan WTP, Facility, Power Generation	PM	Refurbish/ Replace/Repair	1	MONTHS	Reservoir Natural Gas Generator Inspection/Functional Test (1m) 6033	COMP	9/1/22 12:00 AM	9/26/22 11:02 AM	9/26/22 11:02 AM	Reservoir Natural Gas Generator Inspection/Functional Test (1m) 6033 -September 22, 2022 by Dan Finnigan. The oil level was checked and found to be "full", and the air filter was checked and was clean. The main power to the building was disconnected and the generator started without any issues. Power was transferred to the generator a moment later, and all building functionality was returned. After the test period the power to the building was re-instated, and after a cool-down period the generator shut down.
20220708	0000235294	PANEL ALARM/ DIALER 01 POWASSAN GROUND WATER WELL	6033, Powassan WTP, Process, Low Lift, Well System	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 6033	COMP	9/1/22 12:00 AM	10/5/22 08:14 AM	10/5/22 08:14 AM	6033 -Critical Alarm/Dialer Testing (1m) 6033 was completed by Dan Finnigan on September 30, 2022. The C12 probe was pulled out of the sample cells to perform a monthly inspection and cleaning and to force an alarm condition for the monthly testing of the low chlorine alarm, the alarm dialer and the well pump interlock lockout. The True Steel alarm notification re the low chlorine alarm. The C12 probe was placed back into the flow thru sample cell after it was inspected, cleaned and the electrolyte topped up. After low chlorine alarm cleared the well pump lockout was reset to resume normal operation of the well house. These actions verified proper operation of the low C12/instrument alarm, alarm dialer and well pump interlock.

Workorder Summary Report

Report Start Date: Jul 1, 2022 12:00 AM
 Report End Date: Sep 30, 2022 11:59 PM
 Location: 6033*
 Work Order Type: CAP CORR OPER.PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail
				Type	Class	PM	FEQ	Status	Schedule Start	Actual Start	Actual Finish	
2087151			6033 Powassan WTP	PM	Health and Safety		1	MONTHS	9/1/22 12:00 AM	9/26/22 10:31 AM	9/26/22 10:31 AM	Health And Safety Inspection (1m) 6033 Health And Safety Inspection (1m) 6033 The monthly H&S inspection was conducted on September 07, 2022 and consisted of checking/verifying the following items: 1. Chemical Apron 2. Face Shield 3. Spill Kit(s) X 2: all items were available 4. Chemical secondary containment (intact) 5. Safety Signage (all intact and visible) 6. First aid kit 7. Hearing protection earmuffs 8. Emergency lighting (all tested and working) 9. Emergency Eyewash (tested and working)
2087151		6033 Powassan WTP, Process, Process Control & Monitoring		PM	Calibration		1	MONTHS	9/1/22 12:00 AM	9/26/22 10:39 AM	9/26/22 10:39 AM	Analyzer Chlorine Inspection/Service (1m) 6033 -Analyzer Chlorine Inspection/Service (1m) at the PDE was performed by Dan Finnigan on September 07, 2022. A single point calibration was conducted after comparing the online analyzer to a hand-held tester. The analyzer was reading within specifications and did not require calibration

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM
 Report End Date Sep 30, 2022 11:59 PM
 Location 6033*
 Work Order Type CAP.CORR.OPER.PM
 Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish	
2098505			6033, Powassan WTP	PM	Inspection	1	MONTHS	COMP	9/1/22 12:00 AM	9/26/22 10:35 AM	9/26/22 10:35 AM	TPM Inspection/Maintenance (1m) 6033 -September 07, 2022 Reviewed trending to ensure both submersible well pump is operating within normal parameters. Started exhaust fan and observed motorized louvers operating properly. Verified chlorine pump on hand, as well as duty chlorine pump operating satisfactorily.
2098510	0000269142	GENERATOR DIESEL POWASSAN FACILITY Power GROUND WATER WELL.	6033, Powassan WTP	PM	Refurbish/ Replace/Repair	1	MONTHS	COMP	9/1/22 12:00 AM	10/5/22 08:17 AM	10/5/22 08:17 AM	Wellhouse Diesel Generator Inspection/Functional Test (1m) 6033 - September 30, 2022 by Dan Finnigan. All fluid levels were checked, belts inspected, battery charging system, etc. The generator was started and the electrical load was transferred to generator power successfully, and transferred back to shore power properly when the test was completed. While running, the system was observed for leaks or any other deficiencies. Electrical volts and amps were recorded, along with the following generator values: RPM's = 1791 Oil Level = Full Coolant Temp=177 Deg F Battery Voltage= 13.7V Oil Pressure 66 psi Fuel level = approximately 6.5 inches Hrs at start, 6106 hr 16 min Hrs at stop 6107 hr 42 min

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM
Report End Date Sep 30, 2022 11:59 PM
Location: 6033*
Work Order Type: CAP CORR, OPER, PM
Work Order Class:

WorkOrder			PM Schedule		Workorder Details		
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units
2000118	0000258571	ANALYZER CHLORINE AIT-401 RESERVOIR	6033 Powassan WTP Process, Storage, Elevated Reservoir	PM	Calibration	1	MONTHS
					Work Order Description	Status	Schedule Start
					Analyzer Chlorine Inspection/ Service (lm) 6033	COMP	9/1/22 12:00 AM
					Actual Start	Actual Finish	WorkLog Detail
					9/26/22 11:05 AM	9/26/22 11:05 AM	Analyzer Chlorine Inspection/ Service (lm) at the Reservoir was performed by Dan Finnigan on September 22, 2022. Electrolyte levels were checked and filled, air was flushed from the analyzer housing, and readings checked against a pocket colorimeter. A single point calibration was conducted after placing the analyzer probe online. The new slope after calibration was 1.03 mA/ppm (within spec). The online analyzer did not need calibration to the hand held reading. Online = 1.32 mg/L. Tested = 1.33 mg/L.
					Fall hydrant flushing powassan 6033	COMP	9/26/22 01:28 PM
					OPER	Predictive Maintenance	
					Powassan Ground Water Well System		



Appendix B - Work Order Summary for WWTL

Workorder Summary Report

Report Start Date: Jul 1, 2022 12:00 AM
Report End Date: Sep 30, 2022 11:59 PM
Location: 5747*
Work Order Type: CAP, CORR, OPER, PM
Work Order Class:

WorkOrder				PM Schedule		Workorder Details							
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	WorkLog Detail
2805-499	0000296003	GENERATOR NATURAL GAS GENSET Clark Street	5747 Clark SPS, Facility	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5747	COMP	7/1/22 12:00 AM	7/27/22 12:36 PM	7/27/22 12:36 PM	Diesel Generator Inspection/ Functional Test (1m) 5747 - July 27, 2022 Dan Finnigan performed the monthly Generator/ Functional test. All fluid levels were checked, belts inspected, battery charging system, etc. The generator transfer button was pressed and the start command to the generator was initiated. While running, the system was observed for leaks or any other deficiencies. The following generator values were recorded while running RPM's=1820 Oil Level = Full Coolant Temp=180 Deg. F Battery Voltage= 12.0V Oil Pressure 58 psi Hrs at start: 487.49 Hrs at stop: 487.80

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM
 Report End Date Sep 30, 2022 11:59 PM
 Location 5747*
 Work Order Type CAP, CORR, OPER, PM
 Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish	
2802401			5747 Powassan WWTL	PM	Health and Safety	1	MONTHS	CLOSE	7/1/22 12:00 AM	7/6/22 11:29 AM	7/6/22 11:29 AM	Health And Safety Inspection (1m) 5747 Dan Finnigan conducted the monthly H&S Inspection on July 16, 2022 which consisted of checking/verifying the following items: 1. Spill Kit - all items were available 2. Safety Signage (all intact and visible) 3. First aid kit 4. Hearing protection earmuffs 5. Emergency lighting (was not working) 6. Emergency Eyewash (bottles are within use before date) 7. Fire Extinguisher 8. CO Monitor We are still waiting on parts for the emergency lighting
2802402			5747 Powassan WWTL	PM	Inspection	1	MONTHS	CLOSE	7/1/22 12:00 AM	7/6/22 11:31 AM	7/6/22 11:31 AM	TPM Inspection/Maintenance (1m) 5747 -Completed by: Dan Finnigan on July 16, 2022. The operation of all sewage station lift pumps were visually and audibly observed at both St. Gregory's Lift Station and the Clark Street Lift Station. Pump #1 at St. Gregory SLS seemed a little noisy, but pump output was normal. A mechanic/operator has observed it pumping and will try to adjust the connection to the fittings. The control panels were also checked for functionality with nothing unusual noted. Ventilation screens at the Clark Station were in good condition, and there was nothing else to report.

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM
Report End Date Sep 30, 2022 11:59 PM
Location 5747*
Work Order Type CAP, CORR, OPER, PM
Work Order Class

WorkOrder				PM Schedule		Workorder Details				WorkLog Detail			
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status		Schedule Start	Actual Start	Actual Finish
200527			5747, Powassan WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Diater Testing (1m) 5747	COMP	7/1/22 12:00 AM	7/27/22 12:43 PM	7/27/22 12:43 PM	Critical Alarm/Diater Testing (1m) 5747 -The system experienced an actual high wet well level alarm during a brief rain event on Wednesday July 20, 2022. True Steel notified the operator of the High level alarm. Trending via Outpost was reviewed and showed the level was brought down automatically by the pumps and the alarm was restored.
200528			5747, Powassan WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5747	CLOSE	7/1/22 12:00 AM	7/13/22 09:21 AM	7/13/22 09:21 AM	WISKI Review (1m) 5747 -WISKI Review (1m) for the month of June 2022 was completed on July 05, 2022 by Dan Finnigan. All values were checked and entered. Lab data entries were reviewed. WISKI Graphs corrected, and this Work Order closed off.
200529	0000266013	GENERATOR NATURAL GAS GENSET Clark Street	5747, Clark SPS, Facility	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5747	COMP	8/1/22 12:00 AM	8/23/22 11:54 AM	8/23/22 11:54 AM	Diesel Generator Inspection/ Functional Test (1m) 5747 August 19, 2022 Dan Finnigan performed the monthly Generator/ Functional test. All fluid levels were checked, belts inspected, battery charging system, etc. The generator transfer button was pressed and the start command to the generator was initiated. While running, the system was observed for leaks or any other deficiencies. The following generator values were recorded while running RPM=1820 Oil Level = Full Coolant Temp=175 Deg. F Battery Voltage= 12.0V Oil Pressure 62 psi Fire at start -488.18 Fire at stop -488.50

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM
Report End Date Sep 30, 2022 11:59 PM
Location 5747*
Work Order Type CAP-CORR-OPER-PM
Work Order Class

WorkOrder				PM Schedule		Workorder Details				WorkLog Detail		
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish
20237801		5747, Powassan WWTL	5747, Powassan WWTL	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 5747	COMP	8/1/22 12:00 AM	8/23/22 11:56 AM	8/23/22 11:56 AM
Dan Finnigan conducted the monthly H&S inspection on August 19, 2022 which consisted of checking/verifying the following items: 1. Spill Kit: all items were available 2. Safety Signage (all intact and visible) 3. First aid kit 4. Hearing protection earmuffs 5. Emergency lighting (was not working) 6. Emergency Eyewash (bottles are within use before date) 7. Fire Extinguisher 8. CO Monitor A work order will be created to service the emergency lighting kit.												
20237801		5747, Powassan WWTL	5747, Powassan WWTL	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5747	COMP	8/1/22 12:00 AM	8/23/22 11:52 AM	8/23/22 11:52 AM
-Completed by: Dan Finnigan on August 19, 2022. The operation of all sewage station lift pumps were visually and audibly observed at both St. Gregory's Lift Station and the Clark Street Lift station. Pump #1 at St. Gregory SLS seemed a little noisy, but pump output was normal. The control panels were also checked for functionality with nothing unusual noted. Ventilation screens at the Clark Station were in good condition, and there was												

Workorder Summary Report

Report Start Date: Jul 1, 2022 12:00 AM
 Report End Date: Sep 30, 2022 11:59 PM
 Location: 5747*
 Work Order Type: CAP, CORR, OPER, PM
 Work Order Class:

WorkOrder				PM Schedule		Workorder Details				WorkLog Detail			
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
2242715		5747, Powassan WWTL	5747, Powassan WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5747	COMP	8/1/22 12:00 AM	8/31/22 09:11 AM	8/31/22 09:11 AM	-Conducted by Dan Finnigan on August 29, 2022. Both sewage pumps were turned off in "hand" and the wet well level was allowed to rise until the High Level alarm setpoint was reached. This took approximately 10 minutes. The on-call operator received the alarm call-out in less than 5 minutes, and both pumps were turned back on to pump down the level. Both sewage pumps were shut off in Auto when the level returned to normal settings in less than 5 minutes of pumping.
2242715		5747, Powassan WWTL	5747, Powassan WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5747	COMP	8/1/22 12:00 AM	8/23/22 02:03 PM	8/23/22 02:03 PM	-WISKI Review (1m) for the month of July 2022 was completed on August 23, 2022 by Dan Finnigan. All values were checked and entered, lab data entries were reviewed, and this Work Order closed off.

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM
 Report End Date Sep 30, 2022 11:59 PM
 Location 5747*
 Work Order Type CAP,CORR,OPER,PM
 Work Order Class

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish	
20770519	W001254003	GENERATOR NATURAL GAS GENSET Clark Street	5747 Clark SPS Facility	PM	Refurbish/ Replace/Repair	1	MONTHS	COMP	9/1/22 12:00 AM	9/26/22 10:57 AM	9/26/22 10:57 AM	Diesel Generator Inspection/ Functional Test (1m) 5747 -September 22, 2022 Dan Finnigan performed the monthly Generator/Functional test. All fluid levels were checked, belts inspected, battery charging system, etc. The generator transfer button was pressed and the start command to the generator was initiated. While running, the system was observed for leaks or any other deficiencies. The following generator values were recorded while running: RPM's=1820 Oil Level = Full Coolant Temp=170 Degs F Battery Voltage= 12.0V Oil Pressure (60 psi) Hrs at start -489:00 Hrs at stop -489:40
20770520			5747 Powassan WWTL	PM	Health and Safety	1	MONTHS	COMP	9/1/22 12:00 AM	9/26/22 10:54 AM	9/26/22 10:54 AM	Health And Safety Inspection (1m) 5747 - Dan Finnigan conducted the monthly H&S Inspection on September 07, 2022 which consisted of checking/verifying the following items: 1. Spill Kit: all items were available 2. Safety: Signage (all intact and visible) 3. First aid kit 4. Hearing protection earmuffs 5. Emergency lighting (was not working) 6. Emergency Eyewash (bottles are within use before date) 7. Fire Extinguisher 8. CO Monitor A work order will be created to service the emergency lighting kit.

Workorder Summary Report

Report Start Date: Jul 1, 2022 12:00 AM
Report End Date: Sep 30, 2022 11:59 PM
Location: 5747*
Work Order Type: CAP,CORR,OPER,PM
Work Order Class:

WorkOrder				PM Schedule		Workorder Details				WorkLog Detail		
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish
2209759		5747_Powassan WWTL	5747, Powassan WWTL	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5747	COMP	9/1/22 12:00 AM	9/26/22 10:52 AM	9/26/22 10:52 AM
-Completed by Dan Finnigan on September 17, 2022. The operation of all sewage station lift pumps were visually and audibly observed at both St. Gregory's Lift Station and the Clark Street Lift station. Pump #1 at St. Gregory's LLS seemed a little noisy; but pump output was normal. The control panels were also checked for functionality with nothing unusual noted. Ventilation screens at the Clark Station were in good condition, and there was nothing else to report.												
2209755		5747_Powassan WWTL	5747, Powassan WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5747	COMP	9/1/22 12:00 AM	9/26/22 11:00 AM	9/26/22 11:00 AM
-Conducted by Dan Finnigan on September 22, 2022. Both sewage pumps were turned off in "hand" and the wet well level was allowed to rise until the High Level alarm setpoint was reached. This took approximately 10 minutes. It was verified by True Steel that the alarm condition was met although it should be noted that True Steel failed to call the on-call operator. Both pumps were turned back on to pump down the level. Both sewage pumps were shut off in Auto when the level returned to normal settings in less than 10 minutes of pumping.												
2209710		5747_Powassan WWTL	5747, Powassan WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5747	COMP	9/1/22 12:00 AM	10/5/22 08:11 AM	10/5/22 08:11 AM
-WISKI Review (1m) for the month of August 2022 was completed on September 29, 2022 by Dan Finnigan. All values were checked and entered, lab data entries were reviewed, and this Work Order closed off.												

WorkOrder				PM Schedule		Workorder Details							
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	WorkLog Detail
20115405		Powassan Wastewater Treatment Lagoon		OPER	Predictive Maintenance	0		Powassan Fall 2022 Lagoon Treatment	COMP	9/28/22 08:13 AM	9/28/22 08:13 AM		Powassan Fall 2022 Lagoon Treatment - treat 5 cell w/ 125kg ferric and old w/ 100kg ferric Ferric Sulphate Details - KEMIRA PIX-112 BULK 1,566.36 Dry Kg 5.79M CAD/DKG CN code: 283329M000 Net weight: 12,714.000 KG Gross weight: 12,714.000 KG 12.32 % Fe Delivery no / Date: 85692618 / 09/21/2022



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

Northeastern Ontario Region

POWASSAN WATER & WASTEWATER SYSTEMS

QUARTERLY OPERATIONS REPORT

Appendix C - Call-out Report for WTP

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM
 Report End Date Sep 30, 2022 11:59 PM
 Location 6033*
 Work Order Type CALL EMER
 Work Order Class

WorkOrder				PM Schedule		Workorder Details					WorkLog Detail	
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start		Actual Start
2960347			6033, Powassan WTP, Facility, Power Distribution	CALL	Compliance	0		Powassan WS Aux 2 Power Fail Alarm	COMP	8/16/22 04:03 AM	8/16/22 08:00 AM	Powassan WS Aux 2 Power Fail Alarm -Received notification from Telus True Steel re: Aux 2 Power Fail. All trending and pump functions confirmed as normal operations.
2960348			6033, Powassan WTP	CALL	Inspection	0		6033 Powassan Well House Auxiliary 3 Alarm	COMP	8/8/22 07:45 PM	8/8/22 09:15 PM	Powassan Well House Auxiliary 3 Alarm - Responded to an Auxiliary 3 Well Pump Failure Alarm. Well Pump 1 in Alarm for Fault 50 Low Control Power and Well Pump 2 in Alarm for Fault 40 Bad SCR. Reset Well Pumps 1 and 2.



Ontario Clean Water Agency
Agence Ontarienne Des Eaux
Northeastern Ontario Region

POWASSAN WATER & WASTEWATER SYSTEMS **QUARTERLY OPERATIONS REPORT**

Appendix D - Call-out Report for WWTL

Workorder Summary Report

Report Start Date Jul 1, 2022 12:00 AM
 Report End Date Sep 30, 2022 11:59 PM
 Location 5747*
 Work Order Type CALL,EMER
 Work Order Class

WorkOrder				PM Schedule		Workorder Details				WorkLog Detail			
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status		Schedule Start	Actual Start	Actual Finish
5747652			5747, Powassan WWTL	CALL	Compliance	0		Powassan Sewage Clark Street High Wet Well Level Alarm	COMP		7/20/22 07:42 PM	7/20/22 08:42 PM	Powassan Sewage Clark Street High Wet Well Level Alarm - 19:42 - Received High Wet well alarm from True Steel. Reviewed weather forecast and Outpost trending. Heavy rain even has subsided and the pumping station pumped down the level quickly. Made annotation into Outpost. No further action required.
5747704			5747, Clark SPS	CALL	Compliance	10		Clark Street Pumping Station High Wet Well alarm	COMP		9/26/22 06:30 PM	9/26/22 11:00 PM	Clark Street Pumping Station High Wet Well alarm - 17:40--received High Wet Well Level Alarm from True Steel. Checked forecast steady rain predicted for the next 1-2 hours 18:30--Reviewed trending and weather forecast. Will continue to monitor rain event. 19:35--Rain event ending. Wet well level coming down. 23:00--Station pumping normally with no overflow.



Ontario Clean Water Agency
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Northeastern Ontario Region

POWASSAN WATER & WASTEWATER SYSTEMS

QUARTERLY OPERATIONS REPORT

Appendix E - Performance Assessment Report Water

Powassan Drinking Water System
Performance Assessment Report Water

From: 01/07/2022 to 30/09/2022

Report extracted 10/27/2022 11:54
Facility: [6033] POWASSAN DRINKING WATER SYSTEM
Works: [220000576]

	07/2022	08/2022	09/2022	<--Total-->	<--Avg-->	<--Max-->	<--Min-->
Flows:							
Raw Flow: Monthly Total - Raw Well 1 (m³)	6295.04	6045.45	5859.83	18200.32			
Raw Flow: Monthly Total - Raw Well 2 (m³)	5639.08	5793.08	5824.91	17257.07			
Raw Flow: Monthly Avg - Raw Well 1 (m³/d)	203.07	195.01	195.33		197.8		
Raw Flow: Monthly Avg - Raw Well 2 (m³/d)	181.91	186.87	194.16		187.65		
Raw Flow: Monthly Max - Raw Well 1 (m³/d)	277.62	257.91	274.6			277.62	
Raw Flow: Monthly Max - Raw Well 2 (m³/d)	244.03	285.71	311.1			311.1	
Raw Flow: Monthly Total - Raw Water - Total (m³)	11834.12	11838.53	11684.74	35457.39			
Raw Flow: Monthly Avg - Raw Water - Total (m³/d)	384.97	381.89	389.49		385.45		
Raw Flow: Monthly Max - Raw Water - Total (m³/d)	489.96	486.71	473.69			489.96	
Turbidity:							
Raw: Max Turbidity - Raw Well 1 (NTU)	0.13	0.12	0.13			0.13	
Raw: Max Turbidity - Raw Well 2 (NTU)	0.14	0.1	0.13			0.14	
Chemical Parameters:							
Treated: Max Nitrite - TW1 (mg/L)	< 0.003					< 0.003	
Treated: Max Nitrate - TW1 (mg/L)	1.11					1.11	
Distribution: Max THM - Distribution (µg/l)	9.1					9.1	
Chlorine Residuals:							
Treated: Min Free Cl2 Resid - Treated Water (mg/L)	0.973	1.317	1.339				0.973
Treated: Max Free Cl2 Resid - Treated Water (mg/L)	2.728	2.791	2.836			2.836	
Dist: Min Free Cl2 Resid - Distribution (mg/L)	1.28	1.32	1.33				1.28
Dist: Max Free Cl2 Resid - Distribution (mg/L)	1.85	2.14	1.81			2.14	
Bacti Samples Collected:							
Raw Bacti: # of samples - Raw Well 1	4	5	4	13			
Raw Bacti: # of samples - Raw Well 2	4	5	4	13			
Treated Bacti: # of samples - TW1	3	2	1	6			
Treated Bacti: # of samples - TW2	1	3	3	7			
Dist Bacti: # of samples - Distribution	12	15	12	39			
Treated Bacti: # of TC exceedances - TW1	0	0	0	0			
Treated Bacti: # of TC exceedances - TW2	0	0	0	0			
Treated Bacti: # of EC exceedances - TW1	0	0	0	0			
Treated Bacti: # of EC exceedances - TW2	0	0	0	0			
Dist Bacti: # of TC exceedances - Distribution	0	0	0	0			
Dist Bacti: # of EC exceedances - Distribution	0	0	0	0			



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

Northeastern Ontario Region

POWASSAN WATER & WASTEWATER SYSTEMS

QUARTERLY OPERATIONS REPORT

Appendix F – Performance Assessment Report Wastewater

**Powassan Wastewater Treatment Lagoon
Performance Assessment Report Wastewater/Lagoon**

Report extracted 10/27/2022 12:00

Facility: [5747] POWASSAN WASTEWATER TREATMENT LAGOON

Works: [110000613]

From: 01/07/2022 to 30/09/2022

	07/2022	08/2022	09/2022	<--Total-->	<--Avg.-->	<--Max.-->
Flows:						
Raw Flow: Total - Raw (m³)	12765.50	10897.60	12340.30	36003.40		
Raw Flow: Total - St Gregory (m³)	543.30	296.70	433.20	1273.20		
Raw Flow: Total - Clark Street (m³)	12222.20	10600.90	11907.10	34730.20		
Raw Flow: Avg - Raw (m³/d)	411.79	351.54	411.34		391.56	
Raw Flow: Avg - St Gregory (m³/d)	17.53	9.57	14.44		13.85	
Raw Flow: Avg - Clark Street (m³/d)	394.26	341.96	396.90		377.71	
Raw Flow: Max - Raw (m³/d)	632.50	444.90	1026.40			1026.40
Raw Flow: Max - St Gregory (m³/d)	141.00	17.50	35.30			141.00
Raw Flow: Max - Clark Street (m³/d)	616.80	435.10	991.10			991.10
Carbonaceous Biochemical Oxygen Demand: CBOD:						
Biochemical Oxygen Demand: BOD5:						
Raw: Avg BOD5 - Raw (mg/L)	185.000	286.000	238.000		236.333	286.000
Raw: # of samples of BOD5 - Raw (mg/L)	1	1	1	3		
Total Suspended Solids: TSS:						
Raw: Avg TSS - Raw (mg/L)	511.000	313.000	245.000		356.333	511.000
Raw: # of samples of TSS - Raw (mg/L)	1	1	1	3		
Total Phosphorus: TP:						
Raw: Avg TP - Raw (mg/L)	4.100	6.500	4.940		5.180	6.500
Raw: # of samples of TP - Raw (mg/L)	1	1	1	3		
Nitrogen Series:						
Raw: Avg TKN - Raw (mg/L)	40.500	52.500	28.800		40.600	52.500
Raw: # of samples of TKN - Raw (mg/L)	1	1	1	3		

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
Télééc.: 705 497-6866

October 28th, 2022

by Email

Brayden Robinson
Treasurer
The Corporation of the Municipality of Powassan
250 Clark St.
Powassan, ON P0H 1Z0

**RE: 2022-23 Inspection Report for the Powassan Drinking Water System
DWS No. 220000576
Inspection Report No. 1-107834074**

On October 6th, 2022, Water Inspector Erin Spires conducted the annual inspection of the Powassan Drinking Water System. The inspection included a physical inspection of the water treatment plant, data review and interview with Dan Finnigan and Josh Gravelle for the inspection period of December 20th, 2021 to September 30th, 2022. The resulting inspection report is attached.

Two sections of the report, namely, "Actions Required" and "Recommended Actions" identify aspects of the drinking water system's operation with the potential for improvement.

Please note that "Actions Required" are linked to incidents of non-compliance with regulatory requirements contained within an Act, a Regulation, or site-specific approvals, 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.

"Recommended Actions" convey information that the owner or operating authority should strongly consider implementing in order to advance efforts already in place to address such issues as emergency preparedness and conformance with existing and emerging industry standards. Please note that items which appear as recommended actions do not, in themselves, constitute violations.

Electronic copies of this inspection report have been sent to the North Bay Parry Sound District Health Unit and the Ministry of Natural Resources and Forestry in accordance with the ministry's Municipal Inspection Protocol.

Please note that as of June 29, 2018 the Ministry of the Environment and Climate Change's name has changed to the Ministry of the Environment, Conservation and Parks. This name change will take some time to be reflected in ministry materials and systems.

DATE OF COUNCIL MTG.	Nov 22 / 22
AGENDA ITEM #	125

Please note the IRR will be sent separately and prior to any public release (typically within 1-2 month of the completion of the inspection).

Thank you for your co-operation. If you have any questions or comments about this inspection, please contact me at (705) 358-1316 or by email at erin.spires@ontario.ca.

Sincerely,



Erin Spires
Provincial Officer #1540 and Water Inspector
Drinking Water and Environmental Compliance Division
Ministry of the Environment, Conservation and Parks
North Bay Area Office

Attachments

C:

P. Dryda, Sr. Operations Manager Near North Cluster – Ontario Clean Water Agency (OCWA)
D. Finnigan, Overall Responsible Operator – OCWA
J. Gravelle, Process and Compliance Technician - OCWA
Y. Rondeau, Safety, Process and Compliance Manager - OCWA
R. A-Muhong, Manager – Environmental Health Programs – North Bay Parry Sound District Health Unit
S. Ilersich, Supervisor – MECP – DWECD - Timmins/North Bay Office
M. Baldwin, District Manager – Ministry of Natural Resources and Forestry – North Bay Office
D. Ellingwood, Supervisor - North Bay-Mattawa Conservation Authority



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

System Number: 220000576
Entity: ONTARIO CLEAN WATER
AGENCY
THE CORPORATION OF THE
MUNICIPALITY OF POWASSAN
Inspection Start Date: 10/06/2022
Inspection End Date: 10/12/2022
Inspected By: Erin Spires
Badge #: 1540

Ministry of the Environment,
Conservation and Parks

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

Ontario 


(signature)

We want to hear from you. How was my service? You can provide feedback at
1-888-745-8888 or [Ontario.ca/inspectionfeedback](https://ontario.ca/inspectionfeedback)

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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: DRINKING WATER | Regulated Activity:

Question ID	MRDW1001001	Question Type	Information
Question:			
What was the scope of this inspection?			
Legislative Requirement	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 October 6th, 2022, Ministry of the Environment, Conservation and Parks' Water Inspector Erin Spires was accompanied during the announced, focused inspection of the Powassan Drinking Water System (DWS) by Dan Finnigan, Operator with Overall Responsibility, Ontario Clean Water Association (OCWA).</p> <p>The Corporation of the Municipality of Powassan is the owner of the Powassan Drinking Water System. OCWA is the operating authority for the system.</p> <p>The drinking water system inspection included a physical inspection of the treatment plant and document review. Ministry records indicate that the last inspection occurred on December 21st, 2021. The inspection period is from December 20th, 2021 to September 30th, 2022.</p> <p>Specifically, this included a review and assessment of operating practices in relation to the following documents:</p>			

- Drinking Water System Regulation O. Reg. 170/03
- Certification of Drinking Water Systems Operators Regulation O. Reg. 128/04
- Permit to Take Water (PTTW) No. 7867-CDEJHF dated April 14th, 2022
- Municipal Drinking Water Licence (Licence) No. 266-101 (Issue No. 3) dated April 9th, 2021
- Drinking Water Works Permit (Permit) No. 266-201 (Issue No. 3) dated April 9th, 2021
- Previous ministry inspection reports dated December 21st, 2021 and November 26th, 2020

Question ID	MRDW1000001	Question Type	Information
Question:			
Does this drinking water system provide primary disinfection?			
Legislative Requirement	Not Applicable		
Observation			
This Drinking Water System provides for both primary and secondary disinfection and distribution of water.			

Question ID	MRDW1018001	Question Type	Legislative
Question:			
Has the owner ensured that all equipment is installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit?			
Legislative Requirement	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	MRDW1024001	Question Type	Legislative
Question: Do records confirm that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated as required?			
Legislative Requirement	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 the Powassan Distribution System Chlorine Monitoring sheets for the inspection period indicates that the lowest free chlorine residual was measured on January 10th, 2022 at 1.11 mg/L.

Question ID	MRDW1038001	Question Type	Legislative
Question: 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 Requirement 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	MRDW1035001	Question Type	Legislative
Question: Are operators examining continuous monitoring test results and are they examining the results within 72 hours of the test?			
Legislative Requirement 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.			

Question ID	MRDW1037001	Question Type	Legislative
Question: 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 Requirement	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 described in Schedule 6.</p> <p>Section 6-5(1)5(i) and (ii) of Schedule 6 of O. Reg. 170/03 requires that the continuous monitoring equipment must have a feature that ensures that no water is directed to users in the event that the equipment malfunctions, losses power, or if a test result for free chlorine residual is below the minimum alarm standard.</p> <p>A review of the Alarm Set Points provided by the operating authority indicates that there is a low free chlorine residual alarm set at 0.8 mg/L which triggers a lockout and alarm call out without delay.</p>	

Question ID	MRDW1040000	Question Type	Legislative
Question: Are all continuous analysers calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation?			
Legislative Requirement	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. A review of the Work Order Summary Report for the inspection period indicates that the POE free chlorine analyzer is verified and cleaned on a monthly basis and calibrated as needed.			

Question ID	MRDW1108001	Question Type	Legislative
<p>Question:</p> <p>Where continuous monitoring equipment used for the monitoring of free chlorine residual, total chlorine residual, combined chlorine residual or turbidity, required by O. Reg. 170/03, 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?</p>			

Legislative Requirement	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	MRDW1033001	Question Type	Legislative
Question: Is the secondary disinfectant residual measured as required for the large municipal residential distribution system?			
Legislative Requirement	SDWA O. Reg. 170/03 7-2 (3); SDWA O. Reg. 170/03 7-2 (4);		
Observation The secondary disinfectant residual was measured as required for the large municipal residential distribution system.			

Question ID	MRDW1099001	Question Type	Information
Question: 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)?			
Legislative Requirement	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	MRDW1081001	Question Type	Legislative
Question: For LMR systems, are all microbiological water quality monitoring requirements for distribution samples being met?			
Legislative Requirement	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 prescribed by legislation for distribution samples in a large municipal residential system were being met.

Section 10-2 of Schedule 10 of O. Reg. 170/03 requires that the owner and operating authority for the drinking water system must ensure that at least nine distribution samples are taken every month, with at least one of the samples being taken each week. The owner and operating authority must ensure that each of the samples are tested for E.coli, total coliforms, and that at least 25% of the samples are tested for general bacteria population expressed as colony counts on a heterotrophic plate count (HPC).

A review of the certificates of analysis for the inspection period indicates that three distribution samples are taken each week and tested for E.coli and total coliforms. One of the distribution samples is also tested for HPC.

Question ID	MRDW1096001	Question Type	Legislative
Question: 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 Requirement	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	MRDW1086001	Question Type	Legislative
Question: Are all haloacetic acid water quality monitoring requirements prescribed by legislation conducted within the required frequency and at the required location?			
Legislative Requirement	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 All haloacetic acid water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location. Section 13-6.1 of Schedule 13 of O. Reg. 170/03 requires the owner and operating authority of the drinking water system that provides chlorination must ensure that at least			

one distribution sample is taken in each calendar quarter, from a point in the distribution 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 "calendar quarter" as the three-month period that begins on January 1, April 1, July 1, or October 1.

Effective January 1, 2020, the standard for HAAs of 0.08 mg/L (80 µg/L) was introduced and is expressed as a running annual average (RAA) of quarterly results.

A review of the certificates of analysis for the inspection period indicates that sampling for HAAs occurred on January 24th, 2022 (5.3 µg/L), April 11th, 2022 (5.3 µg/L), and July 14th, 2022 (5.3 µg/L).

The RAA for HAAs at the time of the inspection is 5 µg/L.

Question ID	MRDW1087001	Question Type	Legislative
Question: Have all trihalomethane water quality monitoring requirements prescribed by legislation been conducted within the required frequency and at the required location?			
Legislative Requirement	SDWA O. Reg. 170/03 13-6 (1); SDWA O. Reg. 170/03 13-6 (2); SDWA O. Reg. 170/03 13-6 (3); SDWA O. Reg. 170/03 13-6 (4); SDWA O. Reg. 170/03 13-6 (5); SDWA O. Reg. 170/03 13-6 (6);		
Observation All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location. Section 13-6 of Schedule 13 of O. Reg. 170/03 requires the owner and operating authority of drinking water system that provides chlorination must ensure that at least one distribution sample is taken in each calendar quarter from a point in the 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 as 0.1 mg/L (100 ug/L) expressed as a RAA. RAA is defined as "the running annual average of quarterly results". 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. A review of the certificates of analysis for the inspection period indicates that sampling for THMs occurred on January 24th, 2022 (1.8 µg/L), April 11th, 2022 (1.3 µg/L), and July 14th, 2022 (9.1 µg/L). The RAA for THMs at the time of the inspection is 5 µg/L.			

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Question ID	MRDW1113000	Question Type	Legislative
Question: Have all changes to the system registration information been provided to the Ministry within ten (10) days of the change?			
Legislative Requirement	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 Type	Legislative
Question: Do the operations and maintenance manuals contain plans, drawings and process descriptions sufficient for the safe and efficient operation of the system?			
Legislative Requirement	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	MRDW1060000	Question Type	Legislative
Question: Do the operations and maintenance manuals meet the requirements of the DWWP and MDWL issued under Part V of the SDWA?			
Legislative Requirement	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	MRDW1061001	Question Type	Legislative
Question: Are logbooks properly maintained and contain the required information?			

Legislative Requirement	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.	

Question ID	MRDW1062001	Question Type	Legislative
Question: 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 quality analyst, or person who meets the requirements of O. Reg. 170/03 7-5?			
Legislative Requirement	SDWA 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	MRDW1071000	Question Type	BMP
Question: Has the owner provided security measures to protect components of the drinking water system?			
Legislative Requirement	Not Applicable		
Observation	The owner had provided security measures to protect components of the drinking water system. The Powassan Water Treatment Plant is equipped with a security alarm and the door is kept locked at all times unless operators are onsite. The security alarm is tested monthly.		

Question ID	MRDW1073001	Question Type	Legislative
Question: Has the overall responsible operator been designated for all subsystems which comprise the drinking water system?			

Legislative Requirement	SDWA O. Reg. 128/04 23 (1);
Observation	
The overall responsible operator had been designated for each subsystem.	
Darren Aljoe and Dan Finnigan act as Operators with Overall Responsibility for the Powassan Drinking Water System and alternate the responsibility on a weekly basis.	

Question ID	MRDW1074001	Question Type	Legislative
Question:			
Have operators-in-charge been designated for all subsystems for which comprise the drinking water system?			
Legislative Requirement	SDWA O. Reg. 128/04 25 (1);		
Observation			
Operators-in-charge had been designated for all subsystems which comprise the drinking water system.			
Operators act as operators-in-charge on a rotational basis depending on who is acting as operator with overall responsibility and onsite.			

Question ID	MRDW1075001	Question Type	Legislative
Question:			
Do all operators possess the required certification?			
Legislative Requirement	SDWA O. Reg. 128/04 22;		
Observation			
All operators possessed the required certification.			

Question ID	MRDW1076001	Question Type	Legislative
Question:			
Do only certified operators make adjustments to the treatment equipment?			
Legislative Requirement	SDWA O. Reg. 170/03 1-2 (2);		
Observation			
Only certified operators made adjustments to the treatment equipment.			

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Question ID	MRDW1007001	Question Type	Legislative
Question: 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 Requirement	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.			

Question ID	MRDW1009001	Question Type	Legislative
Question: 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 Requirement	SDWA 31 (1);		
Observation			
Measures were in place to protect the groundwater and/or GUDI source in accordance with the Municipal Drinking Water Licence and Drinking Water Works Permit issued under Part V of the SDWA.			
Section 16.2.8 through 16.2.10 of Schedule B of the Licence requires that the operations and maintenance manual shall include, at a minimum, an inspection schedule for all wells associated with the drinking water system, well inspection and maintenance procedures, and remedial action plans for situations of non-compliance and/or risk to the raw water quality.			
Standard Operating Procedure for the Above Grade Well Inspection of Well Components of the Powassan Wells (dated May 12th, 2017) is located in the operations and maintenance manuals. The above ground well components are inspected annually. The most recent inspection was completed on June 8th, 2022.			

Question ID	MRDW1014001	Question Type	Legislative
Question: Is there sufficient monitoring of flow as required by the MDWL or DWWP issued under Part V of the SDWA?			

Legislative Requirement	SDWA 31 (1);
Observation	
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.	

Question ID	MRDW1016001	Question Type	Legislative
Question: 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 Requirement	SDWA 31 (1);		
Observation 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. Condition 1.1 of Schedule C of the Licence indicates that the maximum daily volume of treated water that flows from Well No. 1 and 2 to the distributions system shall not exceed the rated capacity of 1 313 m3/day. A review of the Powassan Water Treatment Plant's Well No. 1 and 2 Flows indicates that the maximum daily flow for the inspection period occurred in June 2022 at 885.51 m3/day.			

Question ID	MRDW1023001	Question Type	Legislative
Question: 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 Requirement	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 O. Reg. 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. For groundwater supplies, O. Reg. 170/03 Schedule 1-3 requires the owner and operating authority for the system to ensure that the water treatment equipment, designed to comply			

with the Ministry's "Procedure for Disinfection of Drinking Water in Ontario" is operated to achieve at least 99% (2.0 log) removal or inactivation of viruses by the time treated water enters the distribution system.

The Standard Operating Procedure (SOP) for CT (Chlorine Concentration x Time) at the Powassan Drinking Water System, dated November 23rd, 2017, indicates that a CT of 4.74 mg/L*min would be achieved under the following worst-case conditions:

- Free chlorine residual below: 0.45 mg/L
- Treated flow above: 15.2 L/sec reviewed flows
- pH above 9.5
- temperature of 5 deg. Celsius

A review of the continuous free chlorine residual trends reviewed onsite and provided by the operating authority indicate that primary disinfection was achieved for the inspection period.

Question ID	MRDW1030000	Question Type	Legislative
Question: 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 Requirement	SDWA O. Reg. 170/03 7-2 (1); SDWA O. Reg. 170/03 7-2 (2);		
Observation 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. The chlorine analyzer located in the pumphouse measures the treated free chlorine residual after the intended chlorine contact time has been achieved through the CT pipe and before the water is directed to users.			

Question ID	MRDW1083001	Question Type	Legislative
Question: For LMR systems, are all microbiological water quality monitoring requirements for treated samples being met?			
Legislative Requirement	SDWA O. Reg. 170/03 10-3;		

Observation

All microbiological water quality monitoring requirements prescribed by legislation for treated samples were being met.

Section 10-3 of Schedule 10 of O. Reg. 170/03 requires the owner and operating authority of the drinking water system must ensure that a treated water sample is taken at least once every week and tested for E.coli, total coliforms and HPC.

A review of the certificates of analysis for the inspection period indicates that a weekly treated water sample was taken and tested for E.coli, total coliforms, and HPC.

Question ID	MRDW1084001	Question Type	Legislative
Question:			
Are all inorganic water quality monitoring requirements prescribed by legislation conducted within the required frequency?			
Legislative Requirement	SDWA O. Reg. 170/03 13-2;		
Observation			
All inorganic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.			
Section 13-2 of Schedule 13 of O. Reg. 170/03 requires that the owner and 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 and test for every parameter set out in Schedule 23 (Inorganics).			
From the last inspection report, Schedule 23 parameters were last sampled for on January 18th, 2021.			

Question ID	MRDW1088000	Question Type	Legislative
Question:			
Are all nitrate/nitrite water quality monitoring requirements prescribed by legislation conducted within the required frequency for the DWS?			
Legislative Requirement	SDWA O. Reg. 170/03 13-7;		
Observation			
All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency for the DWS.			

Section 13-7 of Schedule 13 of O. Reg. 170/03 requires that the owner and operating authority for the system must ensure that at least one treated water sample is taken every three months and tested for nitrate and nitrite.

A review of the certificates of analysis for the inspection period indicates that treated water samples were taken on January 24th, 2022, April 11th, 2022, and July 14th, 2022 and tested for nitrate and nitrite.

Question ID	MRDW1089000	Question Type	Legislative
Question: Are all sodium water quality monitoring requirements prescribed by legislation conducted within the required frequency?			
Legislative Requirement	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 of O. Reg. 170/03 requires the owner and operating authority of the system must ensure that at least one treated water sample is taken every 60 months and tested for sodium. A review of the certificates of analysis indicates that a treated water sample was tested for sodium on January 24th, 2022 with a result of 11.9 mg/L.			

Question ID	MRDW1090000	Question Type	Legislative
Question: Where fluoridation is not practiced, are all fluoride water quality monitoring requirements prescribed by legislation conducted within the required frequency?			
Legislative Requirement	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 O. Reg. 170/03 requires that the owner and operating authority for the system ensure that at least one treated water sample is taken every 60 months and tested for fluoride. The most recent sample was collected and tested for fluoride on January 14th, 2019. The			

next sample is to be taken by January 14th, 2024 (+/- 90 days).

Question ID	MRDW1085001	Question Type	Legislative
Question: Are all organic water quality monitoring requirements prescribed by legislation conducted within the required frequency?			
Legislative Requirement	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 All organic water quality monitoring requirements prescribed by legislation were conducted within the required frequency. Section 13-4 of Schedule 13 of O. Reg. 170/03 requires that the owner and 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 and test for every parameter set out in Schedule 24 (Organics). From the last inspection report, Schedule 24 parameters were last sampled for on January 18th, 2021.			

Components Information

DWS Component Information Report for 220000576

as of 12-OCT-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 watermain on Clark St, Joseph St, Chisholm St, Edward St, South St, and a portion along Big Bend Ave. All replaced and new watermain 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 12-OCT-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 12-OCT-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

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

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

October 24, 2022

To: The Municipal Clerk/Chief Administrative Officer

The North Bay-Mattawa Conservation Authority (NBMCA) is governed by its Board of Directors (members), per the Conservation Authorities Act. A member shall be appointed for a term of up to four years, as may be determined by the municipal council that appoints the member(s).

Please be advised that new appointments by municipal councils to the NBMCA Board of Directors are required before January 25, 2023, the inaugural meeting date of the NBMCA. The individual(s) appointed are to be residents of the member municipality. When appointing members of an authority, the council of a municipality shall ensure that at least 70 per cent of its appointees are selected from among the members of the municipal council. It is important to note that the members who are appointed by their municipality to the NBMCA Board of Directors should also be appointed to the North Bay-Mattawa Source Protection Authority Board of Directors.

The number of appointments by each municipality is based on population size as indicated below.

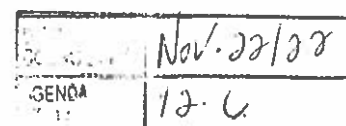
- Township of Bonfield: one member
- Municipality of Callander: one member
- Municipality of Calvin: one member
- Township of Chisholm: one member
- Municipality of East Ferris: one member
- Town of Mattawa: one member
- Township of Mattawan: one member
- Township of Papineau-Cameron: one member
- Municipality of Powassan: one member
- City of North Bay: three members.

The NBMCA Administrative By-Laws includes a Code of Conduct and Conflict of Interest for all members who are appointed. For your information, the Administrative By-Laws document is attached. For more information on NBMCA governance, please visit our website at www.nbmca.on.ca

As we navigate recent changes to the Conservation Authorities Act to meet new deliverables and requirements through 2024, the strategic governance provided by the NBMCA Board of Directors is key to our watershed management programs supporting communities.

I look forward to hearing from you on municipal council appointed members to the NBMCA. Please feel free to contact me for further information.

Chitra Gowda (she/her)
Chief Administrative Officer, Secretary Treasurer
North Bay-Mattawa Conservation Authority
15 Janey Avenue, North Bay, ON
Email: chitra.gowda@nbmca.ca
Cell phone: 705-477-0372



Date: November 22, 2022

Moved by _____

Seconded by _____

That correspondence dated October 24, 2022 from the
North Bay -Mattawa Conservation Authority be received, and further

That Councillor Dave Britton be appointed as representative to the North Bay Mattawa
Conservation Authority Board of Directors for the 2023-2026 term of Council.

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 Leo Patey					

**SERGUEI AVDEYEV
1964829 ONTARIO INC**

200 Main Street
Trout Creek ON P0H 2L0
Canada
| 9059280548 | sergesa@ymail.com

Date November 10/2022

The Municipality of Powassan
250 Clark Street
P.O. Box 250
Powassan, ON P0H 1Z0

Phone: [705-724-2813](tel:705-724-2813)
Fax: [705-724-5533](tel:705-724-5533)

Email: office@powassan.net

Greetings

I am Serguei Avdeyev writing this letter to the council of Powassan to inquire about any possibility of increasing my existing lot size for the future development of hotel and gas station. In hopes of adding McDonald Road that abuts the proposed new development lot to meet MOE and MTO requirements. If you could, please, let me know of any opportunity. I would greatly appreciate it. Thank you for your time.

Sincerely

Serge A

DATE OF COUNCIL MTG.	Nov 22/22
AGENDA ITEM #	12.7



REGULAR COUNCIL MEETING
HELD
October 11th, 2022

2022-273

Moved by Councillor Champagne
Seconded by Councillor Lougheed

WHEREAS the province of Ontario is currently experiencing an early years and child care workforce shortage;

AND WHEREAS access to quality licensed child care is an essential component of Ontario's social and economic well-being and enables children to grow up with a sense of community;

AND WHEREAS lack of licensed child care is a barrier for parents to return or enter into the workforce, thus putting a strain on families, hindering economic participation, and forcing parents to remain at home to care for their children;

AND WHEREAS in the District of Nipissing, there is a higher demand for child care spaces than the number of spaces available creating waitlists that have parents waiting for several years prior to getting a space, if they receive a space at all;

AND WHEREAS in recent years the recruitment and retention of qualified Registered Early Childhood Educators (RECEs) and child care staff has been a challenge that has been exasperated by the COVID-19 pandemic;

AND WHEREAS the workforce crisis in the early years and child care sector has been further exasperated by the significant wage disparity between the compensation paid to RECEs employed by school boards and those employed in licensed child care centers due to lack of funding which has created an inequity for workers with equal qualifications;

AND WHEREAS Ontario has signed the Canada-Wide Early Learning and Child Care Agreement putting Ontario on the path to reducing child care fees to an average of \$10/day which will create a demand for more child care spaces when a workforce shortage already exists;

AND WHEREAS the province of Ontario committed to creating an additional 86,000 licensed child care spaces in Ontario without an explicit solution for increasing the number of RECEs and child care staff to fulfill this commitment;

AND WHEREAS the province of Ontario's commitment to a minimum wage of \$18/hour for RECEs with \$1 annual increases until reaching \$25/hour does not provide an immediate response to attracting and retaining child care staff and will take many years to correct the wage disparity;

THEREFORE BE IT HEREBY RESOLVED that Council of the Municipality of East Ferris advocates for the Province of Ontario to address the child care workforce shortage in Ontario by immediately increasing the \$18/hour minimum wage and providing benefits to RECEs in licensed child care centres to an equitable level to that which is paid to RECEs employed by school boards;

AND FURTHER that the Province of Ontario launch and financially support an accelerated Early Childhood Education program, to be completed within 14 to 16 months, similar to the program launched in March 2022 for Personal Support Workers (PSWs), where funding supported the costs of tuition, books, and other mandatory fees, to help address the shortage of RECEs in Ontario;

AND FURTHER that a certified copy of this resolution be forwarded to OMSSA (Ontario Municipal Social Services Association), Ontario Coalition for Better Child Care, Childcare Resource and Research Unit, NOSDA (Northern Ontario Service Deliverers Association), FONOM (Federation of Northern Ontario Municipalities), AMO (Association of Municipalities of Ontario), all 10 District Social Services Administration Boards in Northern Ontario, and all Ontario Municipalities to request their support and advocacy for this resolution;



AND FURTHER that a certified copy of this resolution be forwarded to Minister of Education Stephen Lecce, Minister of Economic Development, Job Creation and Trade and Nipissing MPP Vic Fedeli.

Carried Mayor Rochefort

CERTIFIED to be a true copy of
Resolution No. 2022-273 passed by the
Council of the Municipality of East Ferris
on the 11th day of October 2022.

Monica L. Hawkins
Monica L. Hawkins, AMCT
Clerk

October 20, 2022

Sir/Madam
The Municipality of Powassan
250 Clark Street, P.O. Box 250
Powassan ON P0H 1Z0

**Re: Notice of Study Commencement (G.W.P. 5001-20-00)
Detail Design and Class Environmental Assessment Study for the Rehabilitation of Four
Bridges on Highway 11, City of North Bay, District of Nipissing**

The Ministry of Transportation of Ontario (MTO) Northeast Region has retained McIntosh Perry Consulting Engineers Ltd. to carry out the Detail Design and Class Environmental Assessment (Class EA) study for the rehabilitation of four (4) bridges on Highway 11, City of North Bay in the District of Nipissing.

This study will include, but not be limited to:

- Rehabilitation of the Canadian National Rail (CNR) Overhead Bridge (northbound/southbound lanes) Site 43X-0105/B1/B2, 5.4 km south of Highway 17; and
- Rehabilitation of Birchs Road Overpass Bridge (northbound/southbound lanes) Site 43X-0199/B1/B2, 5.7 km south of Highway 17.

The project is following the approved planning process for a Group "C" project under the *Class Environmental Assessment for Provincial Transportation Facilities* (2000). An Environmental Screening Document (ESD) will be prepared for the project to document the Class EA Study, identified environmental impacts and associated mitigation measures.

If you have any questions or comments regarding this Study, please contact one of the following project team members:

Ms. Christine Shillinglaw, P.Eng.
McIntosh Perry Project Manager
McIntosh Perry Consulting Engineers Ltd.
115 Walgreen Road
Carp, ON K0A 1L0
Tel.: 613-714-0794
Email: c.shillinglaw@mcintoshperry.com

Ms. Melissa Delfino, P.Eng.
MTO Sr. Project Engineer
Ministry of Transportation – Project Delivery Northeast
447 McKeown Avenue
North Bay, ON P1B 9S9
Tel.: 705-491-7756
Email: Melissa.Delfino@ontario.ca

Information collected will be used in accordance with the *Freedom of Information and Protection of Privacy Act*. With the exception of personal information, all comments become part of the public record. If you have accessibility requirements in order to be able to participate in this project, please contact one of the project team members listed above.

Notice of Study Commencement
Rehabilitation of Four Bridges on Highway 11

GWP 5001-20-00

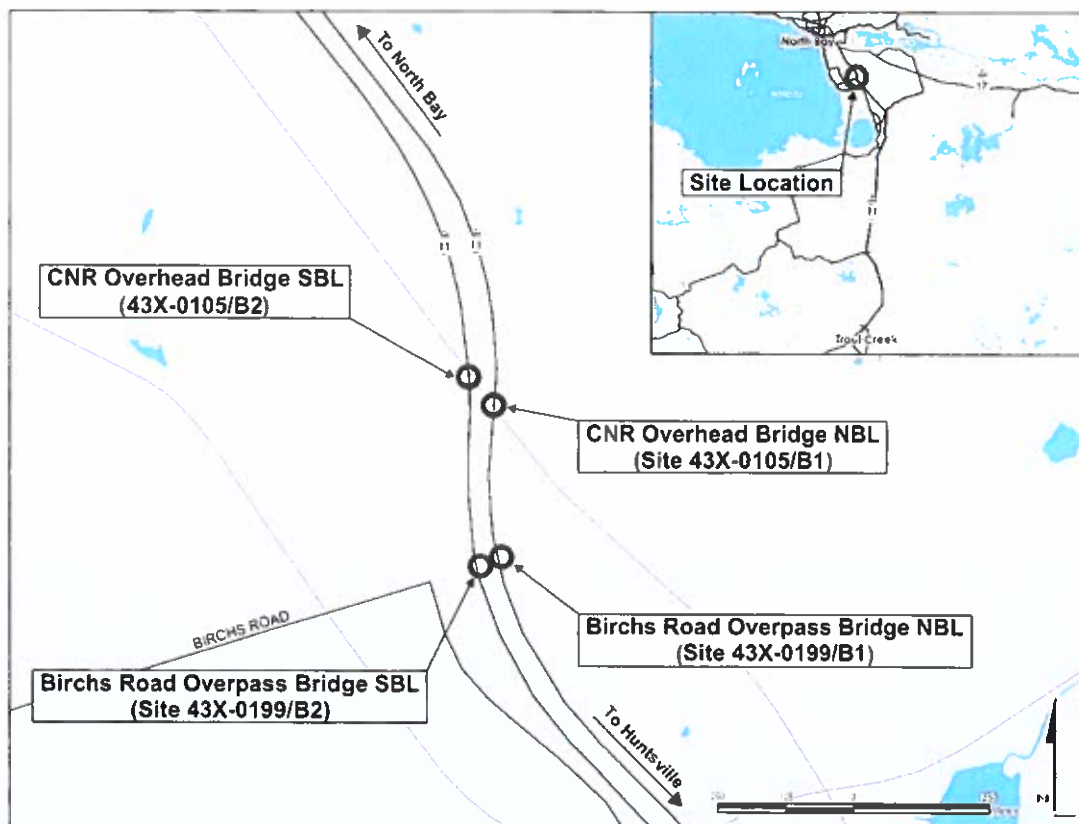
Des renseignements sont disponibles en français disponibles en composant le Patrick Leblanc à 613-714-4586.

Sincerely,
McIntosh Perry Consulting Engineers Ltd.

Christine Shillinglaw, P.Eng.
McIntosh Perry Project Manager

Encl. Study Area Key Map

cc.	Jeff King	McIntosh Perry Environmental Lead
	Jennifer Cavanagh	McIntosh Perry Environmental Planner
	Chelsea LeBlanc	MTO Environmental Planner
	Melissa Delfino	MTO Sr. Project Engineer



Study Area Key Map

October 21, 2022

To Whom it May Concern:

**Re: Notice of Study Commencement (G.W.P. 5158-19-00 and G.W.P. 5162-19-00)
Detail Design and Class Environmental Assessment Study for the Rehabilitation of Three
Bridges on Highway 11, Municipality of Powassan, District of Nipissing**

The Ministry of Transportation of Ontario (MTO) Northeast Region has retained McIntosh Perry Consulting Engineers Ltd. to carry out the Detail Design and Class Environmental Assessment (Class EA) study for the rehabilitation of three (3) bridges on Highway 11, Municipality of Powassan in the District of Nipissing.

The proposed scope of work will include, but not be limited to:

- G.W.P 5158-19-00:
 - Rehabilitation of the McFadden Line Underpass Bridge Site 44X-0372/B0, East Junction of Highway 522.
- G.W.P 5162-19-00:
 - Rehabilitation of the McCarthy Street Underpass Bridge Site 44X-0369/B0, 10.5 km south of Junction of Highway 534, and
 - Rehabilitation of the Highway 522 Underpass Bridge Site 44X-0370/B0, 2.5 km north of the East Junction Highway 522 (McFadden Line).

The project is following the approved planning process for a Group "C" project under the *Class Environmental Assessment for Provincial Transportation Facilities* (2000). An Environmental Screening Document (ESD) will be prepared for the project to document the Class EA Study, identified environmental impacts and associated mitigation measures.

If you have any questions or comments regarding this Study, please contact one of the following project team members:

Ms. Christine Shillinglaw, P.Eng.
McIntosh Perry Project Manager
McIntosh Perry Consulting Engineers Ltd.
115 Walgreen Road
Carp, ON K0A 1L0
Tel.: 613-714-0794
Email: c.shillinglaw@mcintoshperry.com

Ms. Melissa Delfino, P.Eng.
MTO Sr. Project Engineer
Ministry of Transportation – Project Delivery Northeast
447 McKeown Avenue
North Bay, ON P1B 9S9
Tel.: 705-491-7756
Email: Melissa.Delfino@ontario.ca

Notice of Study Commencement
Rehabilitation of Three Bridges on Highway 11

GWP 5158-19-00/5162-19-00

Information collected will be used in accordance with the *Freedom of Information and Protection of Privacy Act*. With the exception of personal information, all comments become part of the public record. If you have accessibility requirements in order to be able to participate in this project, please contact one of the project team members listed above.

Des renseignements sont disponibles en français disponibles en composant le Patrick Leblanc à 613-714-4586.

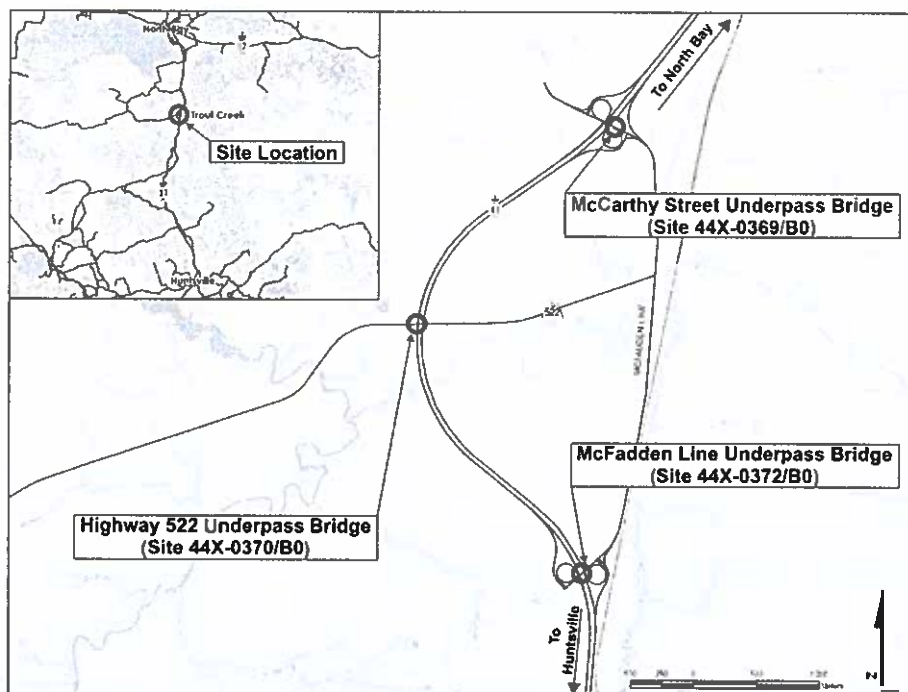
Sincerely,
McIntosh Perry Consulting Engineers Ltd.



Christine Shillinglaw, P.Eng.
McIntosh Perry Project Manager

Encl. Study Area Key Map

cc.	Jeff King	McIntosh Perry Environmental Lead
	Jennifer Cavanagh	McIntosh Perry Environmental Planner
	Chelsea LeBlanc	MTO Environmental Planner
	Melissa Delfino	MTO Sr. Project Engineer



Study Area Key Map

Lesley Marshall

From: Minister (MMAH) <minister.mah@ontario.ca>
Sent: November 15, 2022 1:19 PM
To: Lesley Marshall
Subject: Letter from Minister Steve Clark (4885)

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel : 416 585-
7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto (Ontario) M7A 2J3
Tél : 416 585-7000



234-2022-4885

November 15, 2022

Your Worship
Mayor Peter McIsaac
Municipality of Powassan
lmarshall@powassan.net

Dear Mayor McIsaac and Council:

Please accept my congratulations on your success in the recent municipal elections. I want to thank you for your decision to serve the public, and I look forward to working with you throughout the upcoming term.

As a former mayor, I know firsthand just how important municipal government is to Ontarians. I also know your constituents expect local government to be effective and responsive as you deliver critical local services, and that you expect the same in our relationship.

Throughout my time as Minister of Municipal Affairs and Housing, I have been proud to work with mayors and councils across Ontario to deliver on our shared priorities. I value the expertise and advice I have received from local governments, which has helped shape our decision-making to date.

There is much work ahead of us. Our government is working hard to make living in Ontario more affordable. Bill 23, the More Homes Built Faster Act, takes bold action to advance our plan to address the housing crisis by building 1.5 million homes across Ontario over the next 10 years. We will continue to work with all our municipal partners to get shovels in the ground and build more homes faster.

As we work together to serve the people of our great province, I want to hear about the challenges you face. I know that local representatives understand their communities and that you can help us ensure that local government is working harder, smarter and more efficiently. Best wishes to you and to council for success over the next four years.

Sincerely,

A handwritten signature in black ink that reads "Steve Clark".

DATE OF COUNCIL MTG	Nov 22/22
AGENDA ITEM #	12.3

Lesley Marshall

From: Peter McIsaac
Sent: November 15, 2022 11:34 AM
To: Lesley Marshall
Subject: Fwd: Nominate an educator today/Nommez un éducateur ou une éducatrice dès aujourd'hui

For the November 22nd Agenda.

Peter McIsaac
Mayor
Municipality of Powassan

Begin forwarded message:

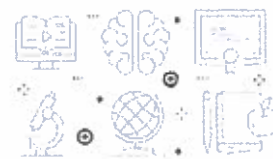
From: "Prime Minister's Awards / Prix du premier ministre (IC)" <ic.primeministersawards-prixdupremierministre.ic@canada.ca>
Date: November 15, 2022 at 9:05:11 AM EST
To: Peter McIsaac <PMcIsaac@powassan.net>
Subject: Nominate an educator today/Nommez un éducateur ou une éducatrice dès aujourd'hui
Reply-To: Prime Minister's Awards / Prix du premier ministre <ic.primeministersawards-prixdupremierministre.ic@canada.ca>

[View this email in your browser](#)

Le français suit l'anglais.



**PRIME MINISTER'S
AWARDS**



Consider nominating an educator for a 2023 Prime Minister's Award! [Download your nomination package today](#). Submit your nomination electronically or by mail by January 17, 2023.

Help us celebrate those who go above and beyond to create safe spaces for their students, continue to work hard to make learning fun and inspire the next generation to be bold innovators and creators.

DATE OF COUNCIL MTG.	Nov 22/22
AGENDA ITEM #	13.4

Prime Minister's Awards recipients for Teaching Excellence, Teaching Excellence in STEM and Excellence in Early Childhood Education can receive:

- A certificate from the Prime Minister
- National recognition and promotion of their best teaching practices

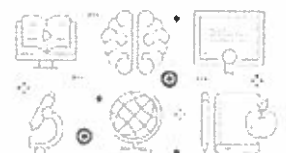


"I would say to anyone who is thinking of nominating somebody for this award, do it...to be recognized at this level is once in a lifetime. If you can do that for a teacher, you should."

Raven Barudin, 2021 National Recipient of the Prime Minister's Award for Teaching Excellence



LES PRIX DU PREMIER MINISTRE



Vous pourriez présenter sa candidature pour l'édition 2023 des Prix du premier ministre! [Téléchargez dès aujourd'hui le dossier de mise en candidature.](#)

Soumettez-le ensuite par courriel ou par la poste d'ici le 17 janvier 2023.

Aidez-nous à célébrer les enseignants et les éducateurs qui vont au-delà de leurs fonctions pour créer des espaces sécuritaires pour leurs étudiants, continuer de travailler avec acharnement pour rendre l'apprentissage amusant et inspirer la prochaine génération à créer et à innover audacieusement.

Les lauréats d'un Prix du premier ministre peuvent recevoir :

- Un certificat du premier ministre

- Une reconnaissance à l'échelle nationale, en faisant notamment connaître leurs pratiques exemplaires en enseignement



« Je recommande à toute personne qui pense à nommer quelqu'un pour ce prix de le faire... d'être apprécié de cette manière. Cela n'arrive qu'une fois dans une vie. Si vous pouvez donner ce privilège à un enseignant, vous devriez absolument le faire. »

Raven Barudin, Lauréate nationale d'un Prix du Premier ministre pour l'excellence dans l'enseignement 2021er's Award for Teaching Excellence

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Ottawa, ON K1A 0H5
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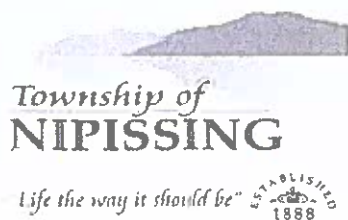
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TOWNSHIP OF NIPISSING

RESOLUTION

DATE: November 15, 2022

NUMBER: R2022- 197

Moved by *Yemm*

Seconded by *Kirkey*

That Council nominates Mayor Tom Piper to represent Area 1 on the Eastholme Home for the Aged – Board of Management.

For Against

PIPER
BUTLER
FOOTE
KIRKEY
YEMM

Carried ✓

Tom Piper

Mayor: Tom Piper

DATE OF COUNCIL MTG.	NOV 22 2022
AGENDA ITEM #	13.5

Date: November 22, 2022

Moved by _____

Seconded by _____

That correspondence dated November 15th from Nipissing Township be received;
And further that the Municipality of Powassan support the nomination of Mayor Tom Piper;
And that Councillor Britton be nominated to the Eastholme Board of Management for the 2023-2026 term of Council.

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 Leo Patey					

