

AGENDA

Regular Council meeting to be held
Tuesday June 5, 2018 at 7:00 p.m.
Council Chambers, Powassan

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **DISCLOSURE OF MONETARY INTEREST AND GENERAL NATURE THEREOF**
4. **APPROVAL OF THE AGENDA**
5. **PRESENTATIONS**
 - 5.1 Powassan Bikers Festival August 18th - Presentation
6. **ADOPTION OF MINUTES**
 - 6.1 Regular Council meeting minutes of May 15, 2018
 - 6.2 Special Council meeting minutes of May 30, 2018
7. **MINUTES AND REPORTS FROM COMMITTEES OF COUNCIL**
 - 7.1 Maple Syrup Festival- verbal Councillor Roger Glabb-signage
 - 7.2 Trout Creek Community Centre Board minutes of May 9, 2018
 - 7.3 Public Works Items - Main Street Rehabilitation
 - Landfill cover
 - Trout Creek Culvert & Detour
 - additional items as required
8. **MINUTES AND REPORTS FROM APPOINTED BOARDS**
 - 8.1 Powassan & District Union Public Library Board minutes of April 23, 2018
 - 8.2 Powassan & District Union Public Library Board- Resolution
 - 8.3 The Golden Sunshine Municipal Non-Profit Housing Corp minutes 2018-03
 - 8.4 The Golden Sunshine Municipal Non-Profit Housing Corp minutes 2018-04
 - 8.5 North Bay Mattawa Conservation Authority Financial Statements 2017
 - 8.6 North Bay Mattawa Conservation Authority-Source Protection Plan Review Public Meeting June 6 & 14
9. **STAFF REPORTS**
 - 9.1 Memo- Results of Sportsplex Truss System Modification Tender
 - 9.2 Email- Kathie Hogan re Community Gardens
 - 9.3 Verbal – CAO/Clerk-Treasurer – 250 Clark & Fire Hall Grand Opening and updates
 - 9.4 Fitness Centre Ventilation- verbal CAO/Clerk-Treasurer
10. **BY-LAWS**
 - 10.1 2018-24-Sale of 466 Main Street
 - 10.2 2018-27-Insurance
 - 10.3 2018-28-Delegated Authority during “Lame Duck Period”
 - 10.4 2018-29-Main Street Revitalization Initiative Agreement

11. UNFINISHED BUSINESS

- 11.1 Non-Profit Housing Development- Social Infrastructure Fund program

12. NEW BUSINESS

- 12.1 Smoke 'N' Spurs Open Ceremonies invitation
12.2 Donation Request Trout Creek Agricultural Society
12.3 North Almaguin Planning Board application B/11/Powassan/2018

13. CORRESPONDENCE

- 13.1 Oakville resolution re CN Developments
13.2 Royal Canadian Army Cadet Corps invitation
13.3 *CN in Your Community*
13.4 Township of Chisholm-Invitation –Retirement of Clerk-Treasurer Linda Ringler
13.5 CN-Annual Vegetation Management Program

14. ADDENDUM

15. ACCOUNTS PAYABLE

16. NOTICE OF SCHEDULE OF COUNCIL AND BOARD MEETINGS

- 16.1 June 2018 Schedule of Events

17. PUBLIC QUESTIONS

18. CLOSED SESSION

- 18.1 Adoption of Closed Session minutes of May , 2018
18.2 Identifiable Persons-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
-two items

19. MOTION TO ADJOURN

7. DONATION / CONTRIBUTION APPLICATION

Name of Organization Powassan Bikers Fest.		Registered Charity # if applicable
Address: 249 Princess St. E. North Bay ON Mailing address if different: PIBIRI		
Contact Name Meaghan Byrnes	Position within Organization Director	
Contact No. (705) 492-8790	Email: meaghan.byrnes@nbrhc.on.ca	
List of Current Executive (name/position)	Contact No.	
1. Tim Ott, Director	705.845.5728	
2. Peter McIsaac, Director	705.491.0374	
3. Meaghan Byrnes, Director	705.492.8790	
4.		
Statement of Goals and Objectives of your Organization: Powassan Bikers Fest main objective is to support cancer care in our community. An annual fundraiser has been planned starting at the hospital and ending at the Trout Creek Community Centre. Event: "Ride Around The Lake for Cancer's Sake"		
Benefit of Donation or Contribution Requested: Funds raised from "Ride Around The Lake for Cancer's Sake" will support the purchase of urgently needed medical equipment for NBRHC. The event will specifically support the "Cancer Care, Close to Home" campaign.		
Donation or Contribution Request: If Municipal Resource must include date/time/hours Your support of a \$500 donation would help enhance our event and demonstrate the municipalities support. We would be pleased to recognize your support on our promotional material. Monetary (Cash) Request Maximum of \$500.00		
Has your Organization requested assistance in the past? (Y/N) NO.		
If yes amount requested: _____ Amount received: _____		
Is your Organization requesting assistance from others (local groups/provincially): (Y/N) Sponsorship for the event is currently		
If yes whom: being secured from local businesses in our community.		
amount requested: _____ Amount received: _____		
Signature <u>MB, pmo</u> Date <u>May 31, 2018</u>		
Passed: Council meeting of2011 Resolution no. 2011-		



Regular Council Meeting
Tuesday, May 15, 2018, at 7:00 pm
Trout Creek Friendship Centre

Present: Peter McIsaac, Mayor
Dave Britton, Councillor
Markus Wand, Councillor
Ted Weiler, Deputy Mayor
Absent: Roger Glabb, Councillor, with regrets
Staff: Maureen Lang, CAO - Clerk-Treasurer

Presentations: BDO – Dean Decaire – 2017 Financial Statements

Disclosure of Monetary Interest and General Nature Thereof:

Dave Britton Item 8.2 Wife employer North Bay District Health Unit

-
- 2018-270** Moved by: T. Weiler Seconded by: D. Britton
That the agenda of the Council meeting of May 1, 2018, be approved as amended:

Add:
9.4 Half-loads – CAO - verbal
12.5 Non-Profit Development Housing Corporation **Carried**
- 2018-271** Moved by: D. Britton Seconded by: T. Weiler
That Council approves the 2017 Financial Statements as presented by B.D.O. Dunwoody, auditors. **Carried**
- 2018-272** Moved by: T. Weiler Seconded by: D. Britton
That the minutes of the regular Council meeting of May 1, 2018, be adopted, as amended. **Carried**
- 2018-273** Moved by: D. Britton Seconded by: T. Weiler
That the minutes dated May 1, 2018, from the Public Works Committee, be received. **Carried**
- 2018-274** Moved by: T. Weiler Seconded by: D. Britton
That the 2017 Financial Statements dated December 31, 2017 from the Powassan and District Union Public Library Board, be received. **Carried**
- 2018-275** Moved by: M. Wand Seconded by: T. Weiler
That the minutes dated February 28, 2018 from the North Bay Parry Sound District Health Unit, be received. **Carried**
- 2018-276** Moved by: T. Weiler Seconded by: D. Britton
That the minutes from the North Bay Mattawa Conservation Authority's January 31, 2018 meeting, be received. **Carried**
- 2018-277** Moved by: D. Britton Seconded by: T. Weiler
That the minutes from the North Bay Mattawa Conservation Authority's February 28, 2018 meeting, be received. **Carried**

DATE OF COUNCIL MTG.	June 5/18
AGENDA ITEM #	6-1

- 2018-278** Moved by: T. Weiler Seconded by: D. Britton
That the memorandum dated May 4, 2018 from Deputy Clerk Kim Bester regarding an application for a minor variance (Hook), be received. **Carried**
- 2018-279** Moved by: D. Britton Seconded by: T. Weiler
That the memorandum dated May 4, 2018 from Deputy Clerk Kim Bester regarding the Regional Economic Development (RED) Plan, be received, and further, that Council commit to providing \$2,000 towards this 5 year Almaguin Highlands Region economic development project. **Carried**
- 2018-280** Moved by: T. Weiler Seconded by: D. Britton
That By-law 2018-20, being a By-law to set tax ratios for municipal purposes for the year 2018,
READ a FIRST and SECOND time May 1, 2018.
READ a THIRD and FINAL time and considered passed in open Council on May 15, 2018. Carried
- 2018-281** Moved by: D. Britton Seconded by: T. Weiler
That By-law 2018-21, being a By-law to provide for the adoption of tax rates and to further provide for penalty and interest in default of payment thereof for 2018,
READ a FIRST and SECOND time May 1, 2018.
READ a THIRD and FINAL time and considered passed in open Council on May 15, 2018. Carried
- 2018-282** Moved by: T. Weiler Seconded by: M. Wand
That By-law 2018-22, being a By-law to adopt the water and wastewater Rate and Fee Schedule for 2018,
READ a FIRST and SECOND time May 1, 2018.
READ a THIRD and FINAL time and considered passed in open Council on May 15, 2018.

Recorded Vote: Requested by Councillor Britton
Councillor Ted Weiler Yea
Councillor Markus Wand Yea
Councillor Roger Glabb Absent
Councillor Dave Britton Yea
Mayor Peter McIsaac Yea **Carried**
- 2018-283** Moved by: M. Wand Seconded by: T. Weiler
That By-law 2018-25, being a By-law to authorize the sale of 8 Kin Street (Medical Centre) to Dr. Terence Wond, in trust for a Corporation to be formed,
READ a FIRST, SECOND and THIRD time and FINALLY passed this 15th day of May, 2018. Carried
- 2018-284** Moved by: T. Weiler Seconded by: M. Wand
That By-law 2018-26, being a By-law to appoint David C. King, Municipal Advisory Services (MAS), as the Integrity Commissioner for the Municipality of Powassan,

READ a **FIRST** time and considered **READ** a **SECOND** and **THIRD** time and adopted as such in open Council this 15th day of May, 2018.

2018-285 Moved by: M. Wand Seconded by: T. Weiler
That the correspondence dated May 8, 2018 from the Municipality of East Ferris regarding shared Engineering services, be received. **Carried**

2018-286 Moved by: T. Weiler Seconded by: M. Wand
That the week of May 20-26, 2018, be proclaimed *National Public Works Week*. **Carried**

2018-287 Moved by: M. Wand Seconded by: T. Weiler
That the donation request dated May 1, 2018, from the Powassan Girl Guides, be received, and further, that Council donate \$500 to assist in offsetting the program costs. **Carried**

2018-288 Moved by: T. Weiler Seconded by: M. Wand
That the correspondence from the Women's Own Resource Centre regarding a request for support, be received, and further, that Council donate \$0.30 per capita to assist the Centre. **Carried**

2018-289 Moved by: M. Wand Seconded by: T. Weiler
That the correspondence from OCWA regarding the Powassan Water & Wastewater Systems Quarterly Operations Report (January 1-March 31, 2018), be received.

Recorded Vote: Requested by T. Weiler

Councillor Ted Weiler	Yea
Councillor Markus Wand	Yea
Councillor Roger Glabb	Absent
Councillor Dave Britton	Yea
Mayor Peter McIsaac	Yea

Carried

2018-290 Moved by: T. Weiler Seconded by: M. Wand
That Council advertises for Board Members to sit on a new Non-Profit Development Housing Corporation being formed. **Carried**

2018-291 Moved by: M. Wand Seconded by: T. Weiler
That the correspondence dated May 2018, from the Minister of Seniors' Affairs regarding nominations for the *2018 Ontario Senior Achievement Award*, be received. **Carried**

2018-292 Moved by: T. Weiler Seconded by: M. Wand
That the correspondence dated May 4, 2018, from the Minister of Seniors Affairs regarding Ontario's 34th Seniors' Month, be received. **Carried**

2018-293 Moved by: M. Wand Seconded by: T. Weiler
That the correspondence dated May 4, 2018 from the North Bay District Health Unit regarding the *Northern Fruit and Vegetable Program*, be received. **Carried**

2018-294 Moved by: T. Weiler Seconded by: M. Wand
That the correspondence dated April 30, 2018 from the North Bay District Health Unit regarding changes in regulation effective January 1, 2018, for public disclosure of inspection results, be received. **Carried**

2018-295 Moved by: M. Wand Seconded by: T. Weiler
That the correspondence dated April 27, 2018, from the Town of Lakeshore regarding renovation and/or demolition of all buildings containing hazardous materials be received. **Carried**

- 2018-296** Moved by: T. Weiler Seconded by: M. Wand
That the correspondence dated May 8, 2018 from the Environmental Commissioner of Ontario regarding environment, energy and climate resources for municipalities, be received. **Carried**
- 2018-297** Moved by: M. Wand Seconded by: T. Weiler
That the accounts payable listing reports dated May 1 & 4, 2018, in the total amount of \$895,737.56, be approved for payment. **Carried**
- 2018-298** Moved by: T. Weiler Seconded by: M. Wand
That Council now adjourns to closed session at 8:55 pm to discuss:
- 18.1 Adoption of Closed Session minutes of May 1, 2018.
18.2 Identifiable Persons-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-two items **Carried**
- 2018-299** Moved by: M. Wand Seconded by: T. Weiler
That Council now reconvenes to regular session at 9:06 pm. **Carried**
- 2018-300** Moved by: T. Weiler Seconded by: M. Wand
That Council now adjourns at 9:06 pm. **Carried**

Mayor

CAO-Clerk-Treasurer



Special Council Meeting
Wednesday May 30, 2018, at 11:45 am
Council Chambers

Present: Peter McIsaac, Mayor
Dave Britton, Councillor
Markus Wand, Councillor
Ted Weiler, Deputy Mayor

Absent: Roger Glabb, Councillor, with regrets
Dave Britton, Councillor, with regrets

Staff: Lesley Marshall, Deputy Clerk

Presentations:

Disclosure of Monetary Interest and General Nature Thereof:
None

2018-301 Moved by: T. Weiler Seconded by: M. Wand
That the agenda of the Special Council meeting of May 30, 2018, be approved

Carried

2018-302 Moved by: M. Wand Seconded by: T. Weiler
That the report from Deputy Clerk regarding Sportsplex Truss System Modification tender results be received, and further that the recommendation to accept the bid from FirstOnSite be approved.

Carried

2018-303 Moved by: T. Weiler Seconded by: M. Wand
That Council now adjourns at 11:58 am.

Carried

Mayor

CAO-Clerk-Treasurer

DATE OF COUNCIL MTG.	June 5/18
AGENDA ITEM #	6-2



TROUT CREEK COMMUNITY CENTRE BOARD

WEDNESDAY, MAY 9, 2018

@ 7 PM

TROUT CREEK COMMUNITY CENTRE

1. CALL TO ORDER

MOTION 2018-29

Moved By: Karen Chadbourn

Seconded By: Elva Taggart

That the meeting be called to order at 7:04pm

PRESENT:

Ted Hummel

Brian Eckensviller

Elva Taggart

Karen Chadbourn

Jeff Eckensviller-Chair

STAFF:

Dale Jardine-Arena Manager

Norma Conrad-Recording Secretary

Absent with regrets:

Nancy McFadden-Bar/Food Coordinator

Tyson Hummel

Ted Weiler-Councillor

Trina Hummel-Co Chair

Peter McIsaac-Mayor

Jeff Conrad

2. Disclosure of pecuniary interests and general thereof:

None

3. Approval of Agenda

Motion 2018-30

Moved By: Ted Hummel

Seconded By: Brian Eckensviller

That the agenda is approved

4. Presentation(s):

None

DATE OF COUNCIL MTG.	June 5/18
AGENDA ITEM #	7-2

5. Approval of Minutes

Motion 2018-31

Moved By: Karen Chadbourn

Seconded By: Ted Hummel

That the minutes of the previous meeting of April 11, 2018 be adopted

6. Manager's Report

Dale Jardine reported that there is a 3 foot section on that roof has peeled back and needs attention. He contacted Blanchfield Roofing of North Bay, booked a service call for Thursday, May 10th to repair the damaged roof section.

7. Bar/Food Coordinator

Nancy McFadden was absent for this meeting.

8. Member's Report

None

9. Review Action Items

Golf

A brief discussion was had with the committee to update what's happening with the Golf Tournament, certain things were discussed such as location, time and date. There will be more discussion at the next meeting in June to finalize the rest of the golf event.

Baseball

The committee is deciding to change the date for the ball tournament. It will be discussed at the next meeting in June.

10. New/Old Business/Correspondence

Summary Expense Sheet

A summary expense sheet was added to the agenda for an update on the Spring Dinner event that was held on April 21, 2018.

11. Addendum

None

12. Accounts Payable

Motion 2018-32

Moved By: Brian Eckensviller

Seconded By: Ted Hummel

That the accounts payable listings in the total amount of \$6,919.80

13. Notice of Meeting

Motion 2018-33

Moved By: Brian Eckensviller

Seconded By: Ted Hummel

That the next meeting be scheduled for June 13, 2018 at 7 pm

14. Closed Session

None

15. Calendar of Events

May and June calendar of events were added to the agenda package to show what hall rentals were booked for those months at the community centre.

16. Adjournment

Motion 2018-34

Moved By: Ted Hummel

Seconded By: Elva Taggart

That the committee adjourned at 7:55pm

Chair

Recording Secretary



Library Board Minutes
April 23, 2018 at 6 pm

In attendance: Wendy Billingsley, Bob Elliott, Debbie Piper, Tina Martin, Chris Jull,
Linda Morrin, Marie Rosset

Absent with regrets: Markus Wand, Gloria Brown

1. a) Approval of agenda

Motion # 2018-27 Martin-Morrin: That the agenda for the April 23, 2018 meeting be adopted as presented.

b) Disclosure of pecuniary interest

None.

c) Approval of minutes for March 26, 2018 meeting.

Motion # 2018-28 Morrin-Elliott: That the Minutes for the March 26, 2018 meeting be adopted as printed.

2. Business Arising

a. 2017 Audit

Dean Decaire presented the 2017 Audited Financial Statements. Again this year he stated the library is in good financial position. He acknowledged that we have used all of our reserves to do the renovations and need to rebuild them. When asked about a reasonable reserve amount he recommended 3 to 6 months of operating funds at \$20,000 per month, totaling \$60,000 to \$120,000. Additionally Dean recommended the reserve be for a specific project, such as technology or AODA.

In 2017, as demonstrated on page 5, the library had a \$20,825 deficit.

Motion # 2018-29 Jull-Morrin: That the Board approve the 2017 Audited Financial Statements as presented by Dean Decaire.

b. Expansion Update

We are still waiting for the reimbursement of Claim 2 by Fednor totaling \$70,731. So far the response to the renovated library has been overwhelmingly positive. Only one negative comment was received. The Property Committee will present a list of items needing to be completed in the future at the next Board Meeting.

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AGENDA ITEM #	8-1

c. 2018-2022 Strategic Plan

Marjatta Asu will be at the library on March 24 at 6pm to facilitate our first Strat meeting. The Board did a quick review of the 2014-2018 Strategic Plan Responsibility and Timeline. Items were discussed in view of planning the next one.

3. Correspondence

a. Email from Susan Hegge

An email was received from Susan Hegge questioning the financials of the renovations. Following Dean Decaire's, the auditor, advice, we will send her our Annual Report once it is completed at the end of July.

b. Letter from Daiene Vernile – Minister of Tourism, Culture and Sport

4. Committee Reports

a) Property Committee Report

- The PC did not meet in April 2018. They will meet in May and report then.

b) Fundraising Committee Report

- The Butter Tart Competition is scheduled for April 27th at 4pm, with the three mayors attending as judges.
- Megan McIlvenna, the new NOHFC Intern, has started working on the upcoming golf tournament scheduled for July 27th, at High View Golf Course.

c) Policy Committee Report

- A new (document) Retention Policy will be presented in May 2018
- Legislated additions to the Personnel Policy may also be presented in May 2018

d) Friends of the Library Report

Gloria Brown, the Friend of the Library representative was absent and no minutes were presented. The Friends have put a lot of effort into renovating the book room for the upcoming Maple Syrup Festival. They used the left over book shelves from the renovations.

5. Financial Report

The financial reports for February and March 2018 were presented.

Motion # 2018-30 Martin-Morrin: That the Financial Report for February 2018 meeting be adopted as printed.

Motion # 2018-31 Jull-Morrin: That the Financial Report for March 2018 meeting be adopted as printed.

6. Library Report

The Library report for February and March 2018 were presented.

Motion # 2018-32 Jull-Piper: That the Library Report for February 2018 meeting be adopted as printed.

Motion # 2018-33 Elliot-Jull: That the Library Report for March 2018 meeting be adopted as printed.

7. New Business

a) Upcoming events

- Butterscotch Contest – April 27th, 2018
- Maple Syrup Festival, selling of Maple taffy in partnership with Bank of Nova Scotia – April 28th 2018
- Ribbon cutting/open house event – June 8th, 2018. Invitations will be sent to dignitaries, volunteers, donors, and staff to attend from 5:30 to 6:30pm, followed by an open house for the public at 6:30pm.

8. Adjournment

Motion # 2018-34 Martin: That the April 23, 2018 meeting be adjourned at 7:55 pm.

Next Meeting: Monday May 28, 2018 at 6pm

Chairperson: Mrs Wendy Billingsley
Wendy Billingsley, Chair

Secretary: Marie Rosset
Marie Rosset, CEO

Maureen Lang

Subject: RE: Re[2]: Documents for May 29th Board Meeting at the Library at 6PM

From: Markus Wand
Sent: Friday, June 01, 2018 11:21 AM
To: Kimberly Bester; Maureen Lang
Cc: Peter McIsaac
Subject: Fwd: Re[2]: Documents for May 29th Board Meeting at the Library at 6PM

Please see the email below regarding the return of the piece of property that was given to the library for the first attempted expansion.

Markus Wand
Councillor, Municipality of Powassan

Sent from my iPhone

Begin forwarded message:

From: Marie Rosset <mrosset@powassanlibrary.ca>
Date: June 1, 2018 at 11:17:00 EDT
To: Markus Wand <mwand@powassan.net>
Cc: Wendy <dougwendyb@gmail.com>
Subject: Re[2]: Documents for May 29th Board Meeting at the Library at 6PM

Hi Markus,

As you requested the Library Board discussed returning the piece of land donated by the Municipality to the Library in February of 2014 and passed Motion 2018-040 which states that we agree to return the property donated to the library on February 24, 2014 with the understanding that any cost would be assumed by the Municipality and that we obtain a registered right of way to access to library property and parking.

I hope this is what the Municipality was looking for.

Thanks, and have a nice weekend,

Marie Rosset, CEO
Powassan & District Union Public Library
324 Clark Street, PO Box 160
Powassan, ON P0H 1Z0
Tel: (705) 724-3618
Fax: (705) 724-5525
Email: mrosset@powassanlibrary.ca
Website: www.powassanlibrary.com

DATE OF COUNCIL MTG.	June 5/18
AGENDA ITEM	8.2.

The Golden Sunshine Municipal Non-Profit Housing Corporation
Minutes of the Board of Directors Meeting
2018-03

Tuesday April 10, 2018

A regular meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday April 10, 2018

Present: Leo Jobin, Alice Boissonneault, Betty Basso, Doug Walli, Linda Cunningham, Dave Britton and Shelley Nickerson, Property Manager

Regrets: None

Resolution No. 2018-11 – Moved by Alice, seconded by Betty that we call the meeting to order at 10:08 a.m. Carried

Resolution No. 2018-12 – Moved by Dave seconded by Doug that the agenda be adopted as presented. Carried

Resolution No. 2018-13 – Moved by Linda, seconded by Betty that the minutes of the March 6, 2018 meeting are adopted as presented. Carried

Business arising

a) Letters Patent/Organization By-Law

The Committee has met and ready to put a final draft together for the board to approve. Linda will send a draft of the organizational by-law to Shelley who will then forward to Janice Bray in Parry Sound to see if she has any input.

b) Building Conditions Assessment

Need to set up a committee to go over the building conditions assessment and to prioritize what needs to be completed in the near future and what needs to be a capital project over the next few years. Linda suggested that we look at the audited financials over the years to compile a list of capital projects since the beginning.

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AGENDA ITEM #	8-3

Resolution No. 2018-14 – Moved by Betty, seconded by Alice that the meeting be adjourned at 10:50am.
Carried

Next Board Meeting May 8, 2018 held in the Pines Common Room @ 10:00am

Chairman

Property Manager/Secretary

The Golden Sunshine Municipal Non-Profit Housing Corporation
Minutes of the Board of Directors Meeting
Special Meeting
2018-04

Tuesday April 10, 2018

A special meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday April 10, 2018

Present: Leo Jobin, Alice Boissonneault, Betty Basso, Doug Walli, Linda Cunningham, Dave Britton and Shelley Nickerson, Property Manager

Regrets: None

Resolution No. 2018-15 – Moved by Alice, seconded by Betty that we call the meeting to order at 10:57a.m.
Carried

Resolution No. 2018-16 – Moved by Dave seconded by Doug, the approval of the 2016 Financials that were presented by Claude Daigle from Kendal, Sinclair, Cowper & Daigle at the June 13, 2017 board meeting.
Carried

Resolution No. 2018-17 – Moved by Doug, seconded by Linda that the Pines Board is in agreement to have Kendal, Sinclair, Cowper & Daigle to complete the 2017 audit. Carried

Resolution No. 2018-18 – Moved by Dave, seconded by Doug that the meeting be adjourned at 11:05am.
Carried

Next Board Meeting May 8, 2018 held in the Pines Common Room @ 10:00am

Chairman

Property Manager/Secretary

DATE OF COUNCIL MTG.	June 5/18
AGENDA ITEM #	8-4

May 23, 2018

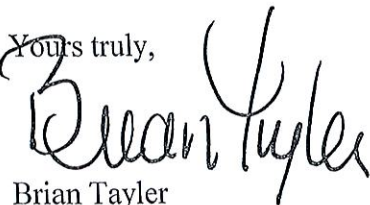
TO: ALL CLERKS & TREASURERS

Dear Sir/Madame,

Please find enclosed for your information a copy of our financial statements for the year ended December 31, 2017.

If further information or clarification is required, please do not hesitate to contact me.

Yours truly,



Brian Tayler
CAO, Secretary-Treasurer

/rm

/Encl

DATE OF COUNCIL MTG.	June 3/18
AGENDA ITEM #	8-5

**North Bay-Mattawa
Conservation Authority
Financial Statements
For the year ended December 31, 2017**

North Bay-Mattawa Conservation Authority
Financial Statements
For the year ended December 31, 2017

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Tel: 705-495-2000
Fax: 705-495-2001
Toll-Free: 800-461-6324
www.bdo.ca

BDO Canada LLP
101 McIntyre Street W, Suite 301
North Bay ON P1B 2Y5 Canada

Independent Auditor's Report

To the Members of the North Bay-Mattawa Conservation Authority

We have audited the accompanying financial statements of the North Bay-Mattawa Conservation Authority which comprise the statement of financial position as at December 31, 2017 and the statements of operations, change in net debt and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of the North Bay-Mattawa Conservation Authority as at December 31, 2017 and the results of its operations, change in net debt and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

 BDO Canada LLP

Chartered Professional Accountants, Licensed Public Accountants

North Bay, Ontario
April 25, 2018

North Bay-Mattawa Conservation Authority

Statement of Financial Position

December 31	2017	2016
Financial assets		
Cash and cash equivalents	\$ 535,348	\$ 562,723
Accounts receivable (Note 3)	179,456	97,556
Notes receivable (Note 4)	124,639	142,933
	<u>839,443</u>	<u>803,212</u>
Liabilities		
Accounts payable and accrued liabilities	159,138	200,289
Deferred revenue (Note 5)	532,023	506,303
Net long-term liabilities (Note 6a)	703,315	796,391
Employee future benefits (Note 7)	113,710	119,896
	<u>1,508,186</u>	<u>1,622,879</u>
Net debt	<u>(668,743)</u>	<u>(819,667)</u>
Non-financial assets		
Tangible capital assets (Note 2)	14,442,620	14,802,209
Prepaid expenses	13,241	12,758
	<u>14,455,861</u>	<u>14,814,967</u>
Accumulated surplus (Note 8)	<u>\$ 13,787,118</u>	<u>\$ 13,995,300</u>

On behalf of the Board:

_____ Director

_____ Director

North Bay-Mattawa Conservation Authority Statement of Operations

For the year ended December 31	2017 Budget	2017 Actual	2016 Actual
Revenues (Note 12)			
Core - Grant eligible	\$ 769,284	\$ 773,078	\$ 766,940
Core - Other	1,169,213	950,968	867,224
Core Capital	987,323	1,001,467	1,040,852
Interpretive Centre	187,331	186,908	187,199
Laurentian Ski Hill Capital Funding	-	61,134	64,114
Gain on disposal of tangible capital assets	-	23,125	3,082
	<u>3,113,151</u>	<u>2,996,680</u>	<u>2,929,411</u>
Expenses (Note 13)			
Core - Grant eligible	769,284	756,966	741,509
Core - Other	1,169,213	836,868	821,092
Core Capital	987,323	1,009,770	1,031,947
Interpretive Centre	187,331	174,633	179,014
Foster Wild Fund	-	-	6,021
Laurentian Ski Hill Capital	-	4,273	-
Amortization of tangible capital assets	-	422,352	415,282
	<u>3,113,151</u>	<u>3,204,862</u>	<u>3,194,865</u>
Annual deficit for the year	-	(208,182)	(265,454)
Accumulated surplus, beginning of year		<u>13,995,300</u>	<u>14,260,754</u>
Accumulated surplus, end of year		<u>\$ 13,787,118</u>	<u>\$ 13,995,300</u>

The accompanying notes are an integral part of these financial statements.

North Bay-Mattawa Conservation Authority Statement of Change in Net Debt

For the year ended December 31	2017 Budget	2017 Actual	2016 Actual
Annual deficit	\$ -	\$ (208,182)	\$ (265,454)
Acquisition of tangible capital assets	-	(62,763)	(161,789)
Amortization of tangible capital assets	-	422,352	415,282
Gain on disposition of tangible capital assets	-	(23,125)	(3,082)
Proceeds of disposition of tangible capital assets	-	23,125	3,082
	-	151,407	(11,961)
Acquisition of prepaid expenses	-	(13,241)	(12,758)
Use of prepaid expenses	-	12,758	16,827
	-	(483)	4,069
Change in net debt	-	150,924	(7,892)
Net debt, beginning of year	(819,667)	(819,667)	(811,775)
Net debt, end of year	\$ (819,667)	\$ (668,743)	\$ (819,667)

The accompanying notes are an integral part of these financial statements.

North Bay-Mattawa Conservation Authority

Statement of Cash Flows

For the year ended December 31	2017	2016
Cash provided by (used in)		
Operating transactions		
Annual deficit	\$ (208,182)	\$ (265,454)
Items not involving cash		
Amortization of tangible capital assets	422,352	415,282
Gain on disposal of tangible capital assets	(23,125)	(3,082)
	191,045	146,746
Changes in non-cash working capital balances		
Accounts receivable	(81,900)	4,150
Notes receivable	18,294	10,000
Prepaid expenses	(483)	4,069
Accounts payable and accrued liabilities	(41,151)	35,089
Deferred revenue	25,720	32,427
Employee future benefits	(6,186)	(2,218)
	105,339	230,263
Capital transactions		
Acquisition of tangible capital assets	(62,763)	(161,789)
Proceeds of disposition of tangible capital assets	23,125	3,082
	(39,638)	(158,707)
Financing transactions		
Repayment of long-term debt	(93,076)	(46,316)
(Decrease) increase in cash and cash equivalents during the year	(27,375)	25,240
Cash and cash equivalents, beginning of year	562,723	537,483
Cash and cash equivalents, end of year	\$ 535,348	\$ 562,723

The accompanying notes are an integral part of these financial statements.

North Bay-Mattawa Conservation Authority

Notes to Financial Statements

December 31, 2017

1. Significant Accounting Policies

Nature of the Organization The Authority manages a program designed to further the conservation, restoration, development and management of natural resources other than gas, oil, coal, and minerals in the North Bay - Mattawa area. The Authority was incorporated under the Conservation Authorities Act of Ontario. The Authority is a registered charitable organization and is exempt from income taxes under the Canadian Income Tax Act.

Management's Responsibility for the Financial Statements The financial statements of the Authority are the responsibility of management. They have been prepared in accordance with Canadian public sector accounting standards.

Cash and Cash Equivalents Management considers all highly liquid investments with maturity of three months or less at acquisition to be cash equivalents.

Notes Receivable The Authority records loans receivable at fair value when the loan is issued. The loan receivable is subsequently measured at the lower of cost and net recoverable value. When the Authority becomes aware that the loan is no longer recoverable, the loan is reduced by the amount of the loss and any loss is included in expenses for the period.

Tangible Capital Assets Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Contributed tangible capital assets are recorded at fair value at the time of the donation, with a corresponding amount recorded as revenue. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is available for productive use as follows:

Land	no amortization
Buildings	20 to 50 years
Infrastructure	5 to 50 years
Vehicles	3 to 5 years
Power equipment	5 to 20 years
Equipment	4 to 10 years

North Bay-Mattawa Conservation Authority

Notes to Financial Statements

December 31, 2017

1. Significant Accounting Policies (continued)

Employee Future Benefits The Authority offers non-pension post-retirement benefits to employees through non-pension defined benefit plans. The costs associated with these future benefits are actuarially determined using the projected benefits method prorated on service and best estimate assumptions. (See Note 7).

Liabilities for vacations and vested sick leave credits earned but not taken are accrued as earned.

The Authority is an employer member of the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer, defined benefit pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. The Authority has adopted defined contribution plan accounting principles for this Plan because insufficient information is available to apply defined benefit plan accounting principles.

The Authority records as pension expense the current service cost, amortization of past service costs and interest costs related to the future employer contributions to the Plan for past employee service.

Revenue Recognition Provincial grant revenues are recognized in the year to which the program relates and expenditures are incurred in accordance with the terms and conditions of the respective grants. Municipal operating levies are recognized in the year they are levied to member municipalities and capital or special levies are recognized as funds are utilized on the applicable projects. Other revenues are recognized when they are invoiced and collection is reasonably assured.

Deferred Revenue Certain amounts are received pursuant to agreements including specific levies and may only be used in the conduct of certain programs or in the delivery of specific services. These amounts are deferred when conditions or stipulations have not been met under the terms of these agreements.

North Bay-Mattawa Conservation Authority Notes to Financial Statements

December 31, 2017

1. Significant Accounting Policies (continued)

Use of Estimates

The preparation of the financial statements in conformity with Canadian public sector accounting standards, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of financial statements, disclosure of contingent assets and liabilities and the reported amounts of revenues and expenses during the reporting period. The principal estimates used in the preparation of these financial statements are the estimated useful life of tangible capital assets and the estimates involved in employee future benefits. Actual results could differ from management's best estimates as additional information becomes available in the future.

North Bay-Mattawa Conservation Authority
Notes to Financial Statements

December 31, 2017

2. Tangible Capital Assets

	2017					
	Land	Buildings	Infrastructure	Vehicles	Power Equipment	Equipment
						Total
Cost, beginning of year	\$ 6,908,633	\$ 3,653,967	\$ 8,993,810	\$ 212,326	\$ 88,698	\$ 525,995
Additions	-	-	22,513	29,321	-	10,929
Disposals	-	-	-	(54,619)	(6,000)	-
Cost, end of year	6,908,633	3,653,967	9,016,323	187,028	82,698	536,924
Accumulated amortization, beginning of year	-	970,846	4,082,692	103,205	66,822	357,655
Amortization	-	75,805	277,738	32,721	3,413	32,675
Disposals	-	-	-	(54,619)	(6,000)	-
Accumulated amortization, end of year	-	1,046,651	4,360,430	81,307	64,235	390,330
Net carrying amount, end of year	\$ 6,908,633	\$ 2,607,316	\$ 4,655,893	\$ 105,721	\$ 18,463	\$ 146,594
						\$ 14,442,620

North Bay-Mattawa Conservation Authority
Notes to Financial Statements

December 31, 2017

2. Tangible Capital Assets (continued)

	2016					
	Land	Buildings	Infrastructure	Vehicles	Power Equipment	Equipment
Cost, beginning of year	\$ 6,867,825	\$ 3,653,967	\$ 8,976,036	\$ 156,681	\$ 88,698	\$ 493,765
Additions	40,808	-	17,774	70,977	-	32,230
Disposals	-	-	-	(15,332)	-	-
Cost, end of year	6,908,633	3,653,967	8,993,810	212,326	88,698	525,995
Accumulated amortization, beginning of year	-	895,041	3,805,231	94,080	63,368	323,550
Amortization	-	75,805	277,461	24,457	3,454	34,105
Disposals	-	-	-	(15,332)	-	-
Accumulated amortization, end of year	-	970,846	4,082,692	103,205	66,822	357,655
Net carrying amount, end of year	\$ 6,908,633	\$ 2,683,121	\$ 4,911,118	\$ 109,121	\$ 21,876	\$ 168,340
						\$14,802,209

North Bay-Mattawa Conservation Authority

Notes to Financial Statements

December 31, 2017

3. Accounts Receivable

	2017	2016
Sales tax recoverable	\$ 18,458	\$ 21,289
Fees for services and other	160,998	76,267
	<u>\$ 179,456</u>	<u>\$ 97,556</u>

4. Notes Receivable

	2017	2016
Equipment loan (i)	\$ 50,000	\$ 60,000
Operating loan (ii)	74,639	82,933
	<u>\$ 124,639</u>	<u>\$ 142,933</u>

Notes receivable are due from Laurentian Ski Hill Snowboarding Club with the following terms:

- (i) Equipment loan, interest free with annual principal repayments of \$10,000 commenced May 1, 2013 for 10 years. The receivable is secured by a charge against the equipment purchased with the loan. The receivable was recorded at cost on initial recognition.
- (ii) Operating loan, interest free with annual principal repayments of \$8,293 to commence May 1, 2017 for 10 years. The receivable is secured by a general security agreement over all assets of Laurentian Ski Hill Snowboarding Club. The receivable was recorded at cost on initial recognition.

North Bay-Mattawa Conservation Authority

Notes to Financial Statements

December 31, 2017

5. Deferred Revenue

	2017	2016
Balance, beginning of year	\$ 506,303	\$ 473,876
Contributions received	920,953	956,836
Amounts recognized to revenue	(895,233)	(924,409)
Balance, end of year	<u>\$ 532,023</u>	<u>\$ 506,303</u>

Year end balances consist of the following:

	2017	2016
Municipal levies	\$ 322,200	\$ 281,945
Provincial grants	209,823	224,358
	<u>\$ 532,023</u>	<u>\$ 506,303</u>

6. Credit Facility Agreements

a. Long-term Liabilities

	2017	2016
Loan payable to the City of North Bay, repayable in annual installments equal to \$10,000. The loan is interest free and is due May 2023.	\$ 50,000	\$ 60,000
Loan payable - 2.59%, due June 2022, repayable in monthly installments of \$3,001 principal and interest.	653,315	736,391
	<u>\$ 703,315</u>	<u>\$ 796,391</u>

The interest bearing loan payable contains certain debt covenants regarding (i) financial reporting to the lender, (ii) standard covenants regarding the operation of the organization, (iii) restrictions on further borrowing without the lender's consent, and (iv) debt service coverage. The Authority was in compliance with all covenants as at December 31, 2017.

North Bay-Mattawa Conservation Authority

Notes to Financial Statements

December 31, 2017

6. Credit Facility Agreements (continued)

a. Long-term Liabilities (continued)

Principal repayments estimated over the next five years and thereafter on these loans are as follows:

2018	\$	29,334
2019		29,841
2020		30,361
2021		30,894
2022		18,867
Thereafter		<u>564,018</u>
	\$	<u>703,315</u>

b. Line of Credit

The Authority also has a demand operating line of credit with its Canadian chartered bank permitting advances to a maximum of \$300,000 bearing interest at the bank's prime rate plus 0.25%. The balance utilized on this line at year end was \$Nil (2016 - \$Nil).

7. Employee Future Benefits

At December 31, this liability consists of the following:

	<u>2017</u>	<u>2016</u>
Accrued vacation for active employees	\$ 53,363	\$ 65,669
Post-retirement benefits (i)	<u>60,347</u>	<u>54,227</u>
	<u>\$ 113,710</u>	<u>\$ 119,896</u>

(i) These costs are determined in accordance with accepted actuarial practice. The figures presented are from an actuarial valuation report dated December 31, 2015. Selected information about this plan is as follows:

North Bay-Mattawa Conservation Authority

Notes to Financial Statements

December 31, 2017

7. Employee Future Benefits (continued)

	2017	2016
Accrued benefit liability, beginning of year	\$ 54,227	\$ 48,489
Current service costs	3,873	3,724
Interest cost on obligation	2,247	2,014
Accrued benefit liability, end of year	<u>\$ 60,347</u>	<u>\$ 54,227</u>

Included in wages and salaries is a net benefit expense as follows:

	2017	2016
Current service costs	\$ 3,873	\$ 3,724
Interest cost on obligation	2,247	2,014
	<u>\$ 6,120</u>	<u>\$ 5,738</u>

Discount rate used at January 1	4%
Discount rate used at December 31	4%
Total value of plan assets	\$Nil
Expected average remaining service life of active employees	10.883 years
Health & medical cost inflation trend	8% in first year reducing by 0.5% until 4% attained

8. Accumulated Surplus

	2017	2016
General surplus (deficit)	\$ (115,037)	\$ (2,177)
Reserve - Septic building permit	175,184	67,040
Reserve - Laurentian Ski Hill Capital	101,376	44,515
Tangible capital assets	14,442,620	14,802,209
Amounts to be recovered from future revenues	<u>(817,025)</u>	<u>(916,287)</u>
	<u>\$ 13,787,118</u>	<u>\$ 13,995,300</u>

North Bay-Mattawa Conservation Authority Notes to Financial Statements

December 31, 2017

9. Pension Agreements

The Authority makes contributions to the Ontario Municipal Employees Retirement Fund ("OMERS"), which is a multi-employer pension plan, on behalf of full-time members of staff. The plan is a defined benefit plan, which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. The Administration Corporation Board of Directors, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. OMERS provides pension services to nearly half a million active and retired members and approximately 1,000 employers.

Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the Plan) by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2017. The results of this valuation disclosed total going concern actuarial liabilities of \$94,431 million in respect of benefits accrued for service with actuarial assets at that date of \$89,028 million indicating a going concern actuarial deficit of \$5,403 million. Because OMERS is a multi-employer plan, any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Authority does not recognize any share of the OMERS pension surplus or deficit. Contributions made by the Authority to OMERS for 2017 were \$129,723 (2016 - \$119,673).

10. Laurentian Ski Hill Snowboarding Club

Effective December 1, 2004 the operation of the business segment known as Jack Pine Hill was transferred by way of legal agreement to the Laurentian Ski Hill Snowboarding Club, a local not-for-profit organization, for proceeds of \$Nil. Under the terms of this agreement the Authority maintains legal title/ownership to a majority of the fixed assets of Jack Pine Hill and will provide the use of these assets to the Laurentian Ski Hill Snowboarding Club at an annual operating fee of \$29,220, plus an annual economic increase. The term of this agreement is to May 31, 2021 at which time the Laurentian Ski Hill Snowboarding Club may renew the agreement with the Authority by giving notice thereof in writing.

11. Segmented Reporting

The Canadian Institute of Chartered Accountants Public Sector Accounting Handbook Section PS 2700, Segment Disclosures, establishes standards on defining and disclosing segments in a government's financial statements. Government organizations that apply these standards are encouraged to provide the disclosures established by this section when their operations are diverse enough to warrant such disclosures.

North Bay-Mattawa Conservation Authority

Notes to Financial Statements

December 31, 2017

12. Sources of Revenues

	2017	2016
Municipal levies	\$ 1,017,902	\$ 1,030,568
Provincial grants	648,885	679,231
Permits and fees	826,824	719,640
Other (i)	484,097	482,851
Donations	18,972	17,121
	<u>\$ 2,996,680</u>	<u>\$ 2,929,411</u>

(i) Included in other is internal rent and administration fees in the amount of \$268,498 (2016 - \$256,668).

13. Expenses by Object

	2017	2016
Wages and benefits	\$ 1,857,152	\$ 1,825,753
Program related expenses (i)	477,956	502,945
Occupancy expenses and utilities (i)	201,601	206,474
Insurance	53,515	54,118
Travel	55,328	49,432
Bank charges and interest on long-term debt	28,957	32,331
Consulting and other professional fees	51,824	27,509
Repairs and maintenance	7,165	18,137
Promotional expenses	5,581	9,200
Equipment rental and purchases	10,115	20,443
Office	21,857	18,841
Training	11,459	14,401
Amortization	422,352	415,281
	<u>\$ 3,204,862</u>	<u>\$ 3,194,865</u>

(i) Included in occupancy expenses and utilities and program related expenses are internal rent charges and administration fees in the amount of \$268,498 (2016- \$256,668).

MEDIA RELEASE

For Immediate Release

May 31, 2018



Public Meetings set for Source Protection Plan Review June 6 in Callander and June 14 in North Bay

(North Bay, May 31, 2018) All policies established to protect the sources of municipal drinking water in North Bay, Mattawa, Powassan, Callander, and South River are now in place and being implemented according to the North Bay-Mattawa Conservation Authority's Source Protection Plan Annual Report.

"The report provides an update on the status of policies and explains some challenges and findings that arose through the process of implementation," said Sue Miller, Manager of the Drinking Water Source Protection Program.

A policy review is now underway, with changes anticipated for the Callander and North Bay sections of the Source Protection Plan. Public meetings will be held as part of the review.

"With respect to algae blooms in Callander Bay, we now have more than ten years of research and experience working with land owners to increase our understanding of the problem. We have information to share with the community," said Miller.

A public meeting scheduled for June 6, 7 pm at the Callander Legion at 345 Lansdowne Street, will give the community an opportunity hear what has been learned, what still needs to be researched, and how new knowledge may change the approach to dealing with the algae problem. The meeting will also provide a valuable opportunity to gain input and feedback from residents in the Callander-Wasi watershed.

For the North Bay system, the vulnerability of the intake was scored too low originally and will likely need to be increased. This potentially means that additional activities will be identified as threats which will need to be managed.

"During implementation we discovered that the portion of the Trout Lake watershed vulnerable to contamination is somewhat larger than first thought," says Sue Miller. A public consultation scheduled for June 14 at 7 pm at the NBMCA office at 15 Janey Avenue will address this and other issues.

The Source Protection Plan (SP Plan) is a set of policies aimed at identifying and mitigating threats to the sources of the five municipal drinking water sources in the source protection area. The 2017 Source Protection Annual Report covers progress between when the SP Plan came into effect on July 1, 2015, and December 31, 2017. Both the Source Protection Plan and the Annual Report can be viewed at www.actforcleanwater.ca

The Drinking Water Source Protection Program is funded by the Ministry of the Environment and Climate Change.

DATE OF COUNCIL MTG.	June 3/18
AGENDA ITEM #	8-6

The North Bay-Mattawa Conservation Authority was founded in 1972 by the Province of Ontario and its 10 member municipalities. A non-profit organization, the NBMCA works closely with the public to balance human needs with environmental needs throughout the region's watershed areas. The NBMCA is one of 36 Conservation Authorities who are members of Conservation Ontario.

You can follow NBMCA on facebook.com/NBMCA and twitter [@theNBMCA](https://twitter.com/theNBMCA).
Website: www.nbmca.ca

-30-

Media Contact:

Sue Miller, Manager, Source Water Protection 705-474-5420 ext. 2018

Sue Buckle, Manager, Communications and Outreach 705-474-5420 ext. 2010

To : CAO- Clerk, Council
From: Deputy Clerk
Re: Tender Results – Sportsplex Truss System Modification

Below please find a summary of tender results for tender – Sportsplex Truss System Modification that closed May 17th, 2018. All submissions have been reviewed by staff, and tender openings were witnessed by Recreation Manager Mike Heasman, Building Official Mark Martin and a representative from Jacon.

Sportsplex Truss System Modification

COMPANY	SUBTOTAL	HST	TOTAL BID
FirstonSite	9,886.75	1,285.27	11,172.02
Jacon	29,138.00	3,788.00	32,926.00

Recommendation: Award Contract to FirstOnSite

DATE OF COUNCIL MTG.	June 3/18
AGENDA ITEM #	9-1

Maureen Lang

From: Kathie Hogan
Sent: Wednesday, May 23, 2018 10:32 AM
To: Maureen Lang
Subject: Memo to Council

I am looking for a commitment from Council to develop some community gardens at 250 Clark, starting in 2019. There is funding available from the TD Environmental Fund, and probably other sources as well. The Powassan and District Food Bank would be the first group that would be invited to participate. I have several Master Gardeners that are interesting in assisting. We would need fencing, boxes for beds, and soil/manure to fill the beds.
Kathie

khogan@250clark.ca

fb- Events at 250 Clark
twitter- @250 clark
(705) 492-4895

The Municipality of Powassan, 250 Clark Street, , PO Box 250 Powassan, ON P01Z0

DATE OF COUNCIL MTG.	June 3/18
AGENDA ITEM #	9-2

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
BY-LAW NO. 2018-24**

**BEING A BY-LAW TO AUTHORIZE THE SALE OF
TO MICHAEL P. PURDON**

WHEREAS The Corporation of the Municipality of Powassan ("Powassan") is the registered owner of the lands more particularly described in Schedule "A" attached hereto (the "Lands");

AND WHEREAS Powassan has entered into an Agreement to sell the Lands to Michael Peter Purdon

AND WHEREAS Council of Powassan has by Resolution declared the Lands to be surplus;

AND WHEREAS Council of Powassan passed By-Law 2018-11 to authorize the sale of 466 Main Street;

AND WHEREAS Council of Powassan has satisfied itself with respect to the fair market value of the Lands;

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

1. Council of Powassan hereby confirms the Agreement to sell the Lands to Michael Peter Purdon for the sum of \$200,000.00 substantially in accordance with an Agreement of Purchase and Sale signed by Michael Peter Purdon on May 8, 2018 and accepted by Powassan on May 8, 2018. Closing Date is June 27, 2018.
2. Council hereby authorizes Powassan to complete the said Agreement substantially in accordance with its terms.
3. Council hereby authorizes the Mayor or Deputy Mayor and Clerk or Deputy Clerk to take all actions and execute all documents necessary to give effect to this By-law.

READ a first, second and third time and finally passed this 5th day of June 2018.

Mayor

CAO/Clerk-Treasurer

DATE OF COUNCIL MTG.	June 5/18
AGENDA ITEM #	10-1

Schedule "A"

466 Main Street

LT 7 BLK A PL 44; PT LT 6, 8, 13, 14 BLK A PL 44 PT 1, 2 & 5 42R10263;

S/T R0131051; T/W R0131051 EXCEPT THE EASEMENT THEREIN RE: PT 4 42R10263;

POWASSAN, DISTRICT OF PARRY SOUND

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW NO. 2018-27

Being a By-Law to provide a general liability/property
insurance program for the Municipality of Powassan

WHEREAS the Council of the Corporation of the Municipality of Powassan deems is desirable to enter into an agreement for the General Insurance and Risk Management Program of 2018;

NOW THEREFORE that the insurance program from Municipal Insurance Services Ltd. outlined on Appendix "A" attached be adopted and forms part of this by-law.

AND FURTHER that this insurance program be effective for one (1) year effective June 1, 2018.

READ a **FIRST** time, and considered **READ** a **SECOND** and **THIRD** time and passed as such in open Council this the 5th of June, 2018, for the immediate well being of the Municipality.

Mayor

Clerk-Treasurer

DATE OF COUNCIL MTG.	June 5/18
AGENDA ITEM #	10-2

MIS MUNICIPAL INSURANCE SERVICES



Municipal Insurance Renewal Proposal for The Corporation of the Municipality of Powassan

May 22, 2018

Presented by:

MIS Municipal Insurance Services

o/b Provenance Insurance Services Ltd.

In Partnership with

Public Sector Division

Jardine Lloyd Thompson Canada Inc.

This presentation is a condensed report of your insurance coverage. Nothing herein alters the terms, conditions and exclusions contained in the printed insurance contract.



IMPORTANT – PLEASE NOTE THE FOLLOWING

This proposal should be read in conjunction with the JLT Canada "Business Protocols" booklet.

DUTY OF DISCLOSURE

In addition to providing all basic information necessary to enable us to place the risk, you must ensure that you are complying with your legal duty of disclosure of all material matters relating to the risk. In particular, you must satisfy yourself as to the accuracy and completeness of the information you provide to insurers. In this respect, you must provide all information relating to the risk, whether favorable or not, which would influence the judgement of a prudent insurer in determining whether he will take the risk, and, if so, for what premium and on what terms. If all such information is not disclosed by you, insurers have the right to void the policy from its inception which may lead to claims not being paid.

PAYMENT TERMS

Premiums are due and payable on receipt of a JLT invoice. Payment should be made immediately to avoid any possible cancellation for non-payment of premium.

PERIOD OF VALIDITY OF QUOTE

This offer remains open for acceptance by the Insured until the expiry of the current Municipal Insurance program policy (ies).

BREACH OF WARRANTY OR SUBJECTIVITY

If any of the terms and conditions contained in this proposal are identified as a "warranty" or as a subjectivity to binding or continuing cover, you should be aware that if the terms of the warranty as stated are breached or the subjectivity is not met, insurers may have the right to void the applicable coverage and deny any resulting or subsequent losses as a result.

UNDERINSURANCE

It is important that all policy limits and amounts insured be reviewed carefully and at least annually to be certain they are adequate to provide full recovery in event of a loss.

UNDERWRITING / BINDING AUTHORITY

Certain portions of this quotation of cover have been provided by JLT acting in an underwriting capacity on behalf of the Insurer who, under a binding authority agreement, has given us authority to quote and confirm insuring terms, conditions and premiums. JLT Canada is not acting as an insurance broker in this instance and is not providing alternative terms or markets for the cover other than as quoted. For covers where JLT does not act in an underwriting capacity nor has a binding authority agreement with the Insurer, coverage cannot be bound with those Insurers unless a request is made to the Insurer and confirmation of coverage is subsequently received by JLT Canada from the Insurer.

MATERIAL CHANGES FROM EXPIRING POLICY

You should carefully note any items identified in the "Changes from Expiry" section under each coverage as they represent material changes in cover from your previous policy.



RISK AND CLAIMS INFORMATION

This proposal has been based on the risk and claims information provided and/or verified by you to JLT. If any of this information is not correct or has changed in the interim, you must advise us immediately as the terms quoted may therefore be invalid and cover cannot be bound as quoted.

**TAXES PAYABLE BY
INSUREDS:**

The following taxes as prescribed by federal and/or local laws and regulations will apply to all or certain portions of the premiums quoted and will be charged by JLT in addition to the premiums quoted:

Provincial Sales Tax



SUMMARY OF COVERAGE, LIMITS AND DEDUCTIBLES

Name of Insured: **Corporation of the Municipality of Powassan**

Policy Period: **June 1, 2018 to June 1, 2019**

12:01 a.m. local time at the mailing address of the Named Insured

CANADIAN COUNCILS LIABILITY		
LIMIT OF LIABILITY	General Liability <u>(including Sudden And Accidental Pollution)</u> : \$ 5,000,000 any one Occurrence and in the Annual Aggregate for Products and Completed Operations during the Policy Period	
EXTENSIONS OF COVERAGE	Extension	Limit
	Employers' Liability	\$ 5,000,000 any one Claim
	Tenant Legal Liability	\$ 5,000,000 any one Occurrence
	Employee Benefit Liability	\$ 5,000,000 any one Claim
	Incidental Medical Malpractice Retro Date: November 15, 1993	\$ 5,000,000 any one Claim
	Voluntary Medical Payments	\$ 50,000 any one Claim and in the Annual Aggregate during the Policy Period
	Forest Fire Fighting Expense	\$ 2,000,000 any one Occurrence and in the Annual Aggregate during the Policy Period
	Voluntary Payment for Property Damage	\$ 50,000 any one Occurrence and in the Annual Aggregate during the Policy Period
	Incidental Garage Operations	\$ 250,000 any one Occurrence and in the Annual Aggregate during the Policy Period
	Municipal Marina Legal Liability	\$ 100,000 any one Pleasure Craft \$ 1,000,000 in the Annual Aggregate for Legal Liability for Property Damage during the Policy Period
	Wrongful Dismissal (Legal Expense)	\$ 500,000 any one Claim and in the Annual Aggregate during the Policy Period
	Conflict of Interest Reimbursement Expenses	\$ 100,000 any one Claim
	Legal Expense Reimbursement Expenses	\$ 100,000 any one Claim \$ 500,000 in the Annual Aggregate



CANADIAN COUNCILS LIABILITY		
	Non-Owned Automobile (including Contractual Liability for Hired Autos)	\$ 5,000,000 any one Occurrence
	Legal Liability for Damage to Hired Autos	\$ 250,000 any one Occurrence
	Wrap-up Liability – Difference in Conditions and Difference in Limits	\$ 5,000,000 any one Occurrence
ENDORSEMENTS	Endorsement	Limit
	Municipal Errors and Omissions Liability Retroactive Date: Unlimited	\$ 5,000,000 any one Claim and in the Annual Aggregate during the Policy Period
	Environmental Impairment Liability Retroactive Date: Unlimited	\$ 2,500,000 any one Claim and \$ 5,000,000 in the Annual Aggregate during the Policy Period
	Abuse / Molestation Liability Retroactive Date: June 1, 2008	\$ 250,000 any one Claim and \$ 500,000 in the Annual Aggregate during the Policy Period
	Voluntary Compensation	As per Endorsement No. 4 – Schedule of Benefits
	Police Officer Assault	\$ 5,000,000 any one Occurrence
DEDUCTIBLE(S)	Applicable Coverage	Deductible
	Public Entity General Liability	\$ 5,000 per Occurrence except per Claimant in respect of Sewer Backup
	Extensions of Coverage	\$ 5,000 per Occurrence / per Claimant for all Extensions of Coverage except: \$NIL with respect to Non-Owned Automobile Liability, Conflict of Interest and Legal Expense Reimbursement, and Voluntary Compensation; \$ 1,000 with respect to Legal Liability for Damage to Hired Autos \$ 5,000 with respect to Wrongful Dismissal (Legal Expense)
	Municipal Errors and Omissions Liability	\$ 5,000 per Claim
	Environmental Impairment Liability	\$ 5,000 per Claim
	Abuse / Molestation Liability	\$ 5,000 per Claim
	Police Officer Assault	\$ 5,000 per Occurrence



CANADIAN COUNCILS LIABILITY					
ENDORSEMENTS	<p>The Powassan and District Union Library Board is added as an additional insured but only in respect to their activities and operations as a joint library board that serves the following townships and/or municipalities: The Municipality of Powassan, Township of Nipissing, Township of Chisholm and Restoule. The Municipality of Powassan administers the insurance on behalf of all the other municipalities.</p> <p style="text-align: center;">2 Year Long Term Agreement Primary CAD 5,000,000 / CAD 5,000 Deductible</p> <p>The policy will be renewed annually for a period of three years expiring on 1 June 2020 on the existing terms and conditions with the premiums paid annually in advance, as follows (not including EIL premium):-</p> <table><tr><td>01 June 2018 to 01 June 2019</td><td>CAD 47,161 (Gross)</td></tr><tr><td>01 June 2019 to 01 June 2020</td><td>CAD 47,161 (Gross)</td></tr></table> <p>However terms and conditions may be reviewed 60 days prior to annual renewal if any of the following apply:</p> <ul style="list-style-type: none">• Pertinent changes in reinsurance cover• there is an increase of 15% or more in population numbers• there are legislative changes that may impact upon the value or frequency of claims against the policy• there is a change in the exposure of the insured (as per the business description) or;• the value of Incurred Claims exceeds 40% of net premium (excluding Taxes) for any one Period of Insurance to which this agreement relates.• there has been significant adverse development on historical loss record in any of the prior 7 policy years whereby Incurred Claims exceed 50% of the Net Premium. <p>The term "Incurred Claims" means the total cost of claims including actual claim payments (including medical, legal and other costs and expenses) and reserves set by the Insurers on outstanding claims (also including such costs and expenses). "Net Premium" means the premium received by the Insurers net of tax and any commissions or other deductions.</p> <p>All other terms and conditions remain unaltered.</p>	01 June 2018 to 01 June 2019	CAD 47,161 (Gross)	01 June 2019 to 01 June 2020	CAD 47,161 (Gross)
	01 June 2018 to 01 June 2019	CAD 47,161 (Gross)			
	01 June 2019 to 01 June 2020	CAD 47,161 (Gross)			
	POLICY FORM	EK1601219000 (2016) UMR B0901EK1701869000			
	INSURER(S) AND PROPORTION OF PARTICIPATION(S)	Certain Lloyd's Underwriters (Syndicate 1886) – 100%			



CANADIAN COUNCILS LIABILITY	
SUBJECT TO	<ol style="list-style-type: none">1. Environmental Impairment Liability - To be confirmed by underwriter2. Completion of Casualty Questionnaire/Waiver3. Terms will remain as indicated subject to no claims deterioration as of June 1, 2018
CHANGES FROM EXPIRING POLICY	UMR No. B0901EK1701869000



CANADIAN COUNCILS UMBRELLA LIABILITY		
LIMITS OF LIABILITY	\$ 20,000,000	any one Occurrence
	\$ 20,000,000	in the Annual Aggregate in respect of Products & Completed Operations
	\$ 20,000,000	in the Annual Aggregate in respect of Municipal Errors and Omissions Liability
	\$ 20,000,000	in the Annual Aggregate in respect of Employee Benefits Liability
EXCESS OF UNDERLYING COVERAGE(S) AND LIMIT(S)	Underlying Coverage	Underlying Limit
	General Liability	\$ 5,000,000 any one Occurrence
	Incidental Medical Malpractice	\$ 5,000,000 any one Claim
	Non-Owned Automobile Liability	\$ 5,000,000 any one Occurrence
	Municipal Errors & Omissions Liability	\$ 5,000,000 any one Claim
	Owned Automobile Liability	\$ 5,000,000 any one Occurrence
	Employee Benefits Liability	\$ 5,000,000 any one Claim
RETAINED LIMIT	\$ Nil	
ENDORSEMENTS	Endorsement #1 - Standard Excess Automobile Liability Policy SPF No. 7 Follow Form Named Insured	
POLICY FORM	EK1601216000 (2016) UMR B0901EK1701885000	
INSURER(S) AND PROPORTION OF PARTICIPATION(S)	Certain Lloyd's Underwriters (Syndicate 1886) – 100%	
SUBJECT TO	Terms will remain as indicated subject to no claims deterioration as of June 1, 2018	
CHANGES FROM EXPIRING POLICY	UMR No. B0901EK1701885000	



COMBINED PHYSICAL DAMAGE & MACHINERY BREAKDOWN		
COVERAGE	Property Of Every Description – All Risks of Direct Physical Loss or Damage (Subject to Policy Exclusions)	
LIMITS	<p>\$ 28,970,959 Limit of Loss on Blanket Property of Every Description including Machinery Breakdown</p> <p>\$ 25,000 Computer / Electronic Data Processing (Included in Blanket Limit)</p>	
EXTENSIONS OF COVERAGE	The Limits shown below are included in the Blanket Limit shown above:	
	Extension	Limit
	Valuable Papers	\$ 500,000
	Extra Expense	\$ 500,000
	Accounts Receivable	\$ 500,000
	Gross Rentals	\$ 500,000
	Computer Media	\$ 500,000
	Fine Arts (Agreed Value)	\$ 142,386
	The Limits shown below are in addition to the Blanket Limit shown above:	
	Extension	Limit
	Newly Acquired Property	\$ 1,000,000
	Buildings in the Course of Construction	\$ 1,000,000
	Property in Transit	\$ 500,000
	Unnamed Locations	\$ 1,000,000
	Expediting Expense	\$ 500,000
	Business Interruption – Profits	\$ 300,000 subject to Maximum of \$25,000 per Month
	Contingent Business Interruption	\$ 1,000,000
	Fire Extinguishing Materials and Fire Fighting Expense	\$ 100,000
	Professional Fees	\$ 500,000
	Hacking Event or Computer Virus attack – any one Random Attack or Any One Specific Attack, any one event or total loss in a policy year for the combined total loss or damage	\$ 100,000
EXTENSIONS OF COVERAGE	The Limits shown below are in addition to the Blanket Limit shown above:	
	Extension	Limit
	Master Key	\$ 10,000



COMBINED PHYSICAL DAMAGE & MACHINERY BREAKDOWN		
CONTINUED	Land and Water Pollution Clean Up Expense	\$ 100,000
	Stock Spoilage	\$ 100,000
	Consequential Damage	\$ 100,000
	Off Premises Service Interruption	\$ 1,000,000
	Exhibition Floater	\$ 100,000
	Ammonia Contamination	\$ 500,000
	Water Escape	\$ 500,000
	Hazardous Substance	\$ 500,000
	Property of Councillors', Board Members' and Employees'	\$ 5,000 any one loss (\$25,000 maximum annual policy limit)
ENDORSEMENTS	Automobile Replacement Cost Deficiency Endorsement The Powassan and District Union Library Board is added as an additional insured but only in respect to their activities and operations as a joint library board that serves the following townships and/or municipalities: The Municipality of Powassan, Township of Nipissing, Township of Chisholm and Restoule. The Municipality of Powassan administers the insurance on behalf of all the other municipalities.	
DEDUCTIBLE(S)	\$ 2,500 each Occurrence for All Losses except: \$ 1,000 each Computer/Electronic Data Processing loss \$ 50,000 each Flood Loss 5% of total loss or \$100,000 minimum, whichever is greater, each Earthquake occurrence. \$ 1,000 each Fine Arts Loss	
POLICY FORM	Municipal Insurance Program - Master Policy (February 1, 2017)	



INSURER(S) AND PROPORTION OF PARTICIPATION(S)	<p>Physical Damage:</p> <p>Aviva Insurance Company of Canada – 70%</p> <p>The Sovereign General Insurance Company – 30%</p> <p>Machinery Breakdown:</p> <p>Aviva Insurance Company of Canada – 100%</p>
SUBJECT TO	<ol style="list-style-type: none">1. All cooking facilities are ULC wet chemical compliant with semi-annual maintenance contract and Class K portable extinguisher.2. Unless specifically agreed, all heritage properties are covered for Replacement Cost only. For Heritage Replacement Cost, a professional appraisal must be provided for approval by the insurer.3. All locations may be subject to Engineering Inspection.4. Terms will remain as indicated subject to no claims deterioration as of June 1, 2018



COMPREHENSIVE CRIME	
LIMITS	\$ 1,000,000 Employee Dishonesty – Form A \$ 200,000 Broad Form Loss of Money (Inside Premises) \$ 200,000 Broad Form Loss of Money (Outside Premises) \$ 200,000 Money Orders & Counterfeit Paper Currency \$ 1,000,000 Depositors Forgery \$ 200,000 Professional Fees / Audit Expenses \$ 200,000 Computer Fraud or Funds Transfer Fraud
ENDORSEMENTS	The Powassan and District Union Library Board is added as an additional insured but only in respect to their activities and operations as a joint library board that serves the following townships and/or municipalities: The Municipality of Powassan, Township of Nipissing, Township of Chisholm and Restoule. The Municipality of Powassan administers the insurance on behalf of all the other municipalities.
DEDUCTIBLE	\$Nil per Loss
POLICY FORM	Master Crime Wording (Apr. 2012)
INSURER(S) AND PROPORTION OF PARTICIPATION(S)	Aviva Insurance Company of Canada – 100%
SUBJECT TO	Important: 1. Bank Accounts NOT being reconciled by the same person(s) authorized to deposit and withdraw funds. 2. All cheque requisitions and issued cheques containing dual signatures. If the above is not part of your internal Financial controls, please provide explanation(s). 3. Terms will remain as indicated subject to no claims deterioration as of June 1, 2018



AUTOMOBILE INSURANCE (ONTARIO)		
COVERAGE APPLICABLE	Liability – Bodily Injury / Property Damage	Limit: \$5,000,000
	Accident Benefits – Basic Benefits	Limit as stated in Policy
	Uninsured Automobile	Limit as stated in Policy
	Direct Compensation – Property Damage	Limit as stated in Policy Deductible: \$ Nil
	Loss or Damage – All Perils	Deductible: \$ 2,500
ENDORSEMENTS	<p>Notice of Cancellation Ninety (90) Days</p> <p>OPCF 43R Removing Depreciation Deduction – 24 Months New</p> <p>OPCF 20 Loss Of Use – Applicable to Light Units</p> <p>OPCF 21B Blanket Fleet Endorsement – No Annual Adjustment</p> <p>OPCF 31 Non-Owned Equipment</p> <p>OPCF 24 Freezing of Fire-Fighting Apparatus</p> <p>OPCF 44 Family Protection Endorsement: (Applicable only to Private Passenger Vehicles, Light Commercial Vehicles, Skidoos and All Terrain Vehicles, and Police Vehicles)</p> <p><u>Additional Endorsements:</u></p> <p>OPCF 3 Drive Government Automobiles</p> <p>OPCF 4A Permission to Carry Explosives</p> <p>OPCF 4B Permission to Carry Radioactive Material</p> <p>OPCF 5 Permission to Rent or Lease</p> <p>OPCF 32 Use of Recreational Vehicles by Unlicensed Drivers</p> <p>Tarmac Exclusion</p>	
POLICY FORM	Provincial Statutory Owner's Policy	
INSURER(S) AND PROPORTION OF PARTICIPATION(S)	Aviva Insurance Company of Canada – 100%	
SUBJECT TO	Terms will remain as indicated subject to no claims deterioration as of June 1, 2018	



COUNCILLORS' ACCIDENT COVERAGE	
LIMITS OF COVERAGE	\$ 200,000 Principal Sum
INCLUDED COVERAGE	Number of Councillors: Five (5)
	24 Hour Coverage
	Based on Five (5) Members
	Out of Province Emergency Medical Coverage for 15 days including Spouse's Coverage
POLICY FORM	Insurer's Standard Form
INSURER(S) AND PROPORTION OF PARTICIPATION(S)	AIG Insurance Company of Canada – 100%
SUBJECT TO	<ol style="list-style-type: none"> 1. \$2,500,000 Aggregate Limit of Indemnity Per Accident 2. Terms will remain as indicated subject to no claims deterioration as of June 1, 2018



VOLUNTEER FIRE FIGHTERS' ACCIDENT COVERAGE	
LIMITS OF COVERAGE	<p>\$ 200,000 Principal Sum</p> <p>While on Duty Only Coverage</p> <p>Disability Benefit 1st 4 weeks - \$300</p> <p>Disability Benefit after 4 weeks - \$900</p>
POLICY FORM	Insurers Standard Form
INSURER(S) AND PROPORTION OF PARTICIPATION(S)	AIG Insurance Company of Canada – 100%
SUBJECT TO	Terms will remain as indicated subject to no claims deterioration as of June 1, 2018



LCIS – ANNUAL LOW RISK EVENTS LIABILITY	
LIMITS OF COVERAGE	\$ 5,000,000 Bodily Injury & Property Damage any one Occurrence \$ 5,000,000 Products & Completed Operations Aggregate \$ 2,000,000 Personal Injury & Advertising Liability \$ 10,000 Medical Payments per Person \$ 50,000 Medical Payments per Accident \$ 5,000,000 Tenant's Legal Liability \$ 5,000,000 Incidental Medical Malpractice Liability \$ 2,000,000 Non-Owned Automobile Liability \$ 50,000 SEF 94 – Legal Liability for Damage to Non-Owned Autos \$ 1,000,000 Fire Fighting Expense Liability
ENDORSEMENTS	USA Jurisdiction Fire Fighting Expense Liability Security Default Cancellation Clause Service of Suit Clause (Canada) (Action Against Insurer) Notice Concerning Personal Information Notice to Insureds Lloyd's Underwriters Policyholder's Complaint Protocol Intention for AIF to bind Clause Sanction Limited and Exclusion Clause
DEDUCTIBLE	\$1,000 per Loss but only with respect to Property Damage Liability, Tenant's Legal Liability and SEF 94 – Legal Liability for Damage to Non-Owned Autos
POLICY FORM	Insurers Standard Form
INSURER(S) AND PROPORTION OF PARTICIPATION(S)	Certain Lloyd's Underwriters (Syndicate 1886) – 100%
SUBJECT TO	1. Provision of an updated Annual Low Risk Events Liability Application 2. Terms will remain as indicated subject to no claims deterioration as of June 1, 2018



RISK MANAGEMENT	
ELECTED OFFICIAL, DIRECTORS AND DEPARTMENTAL SEMINARS	Included
AUTOMOBILE FLEET SERVICES	Risk and Driver Assessment included

PREMIUM SUMMARY	
TOTAL ANNUAL PREMIUM INCLUDING LCIS FEE OF \$50 (OPTIONS NOT INCLUDED)	\$114,497 plus any applicable provincial sales tax



MUNICIPAL OPTIONS	
Canadian Council Primary Liability	To Increase EIL limit from \$2,500,000 per claim to \$5,000,000 – Annual Additional \$651
Canadian Council Umbrella Liability	To Increase from \$20,000,000 to \$45,000,000 - Annual Additional \$1,500
Automobile Insurance	<p>Accident Benefits:</p> <p>OPTION A. Medical & Rehabilitation (Non-Catastrophic) increase Limit \$130,000 - Annual Additional \$153</p> <p>OPTION B. Catastrophic Injury – Med Rehab and Attendant Care increase Limit from \$1,000,000 to \$2,000,000 - Annual Additional \$96</p> <p>OPTION C. Medical Rehab and Attendant Care increase Limit from \$1,000,000 to \$2,000,000 - Annual Additional \$297</p> <p>Caregiver Benefit Limit up to \$250 per week plus \$50 each additional dependant - Housekeeping and Home Maintenance – Limit up to \$100 per week up to 2 Years - Non-Catastrophic Impairment -Annual Additional \$332</p> <p>Income Replacement Limit (choose amount) \$600/\$800/\$1,000 Annual Additional \$1,190 /\$2,380 /\$3,570</p> <p>Death and Funeral Benefits \$50,000 Lump sum to an eligible spouse; \$20,000 lump sum to each dependant; maximum \$8,000 for funeral benefits - Annual Additional \$255</p> <p>Dependant Care up to \$75 per week for the first dependant and \$25 per week for each additional dependant to a maximum \$150 per week Annual Additional \$425</p> <p>Indexation Benefit – Annual Adjustment according to the Consumer Price Index for Canada - Annual Additional \$1,020</p> <p>Added Coverage to Offset Tort Deductible – OPCF 48 Total Annual Additional Premium – \$271</p>
Councillors Accident	Increased Principal Sum to \$250,000 – Annual Additional \$110
Out of Province Emergency Medical	Based on Seven (7) Members – under the age of 80 To increase the Trip Duration from 15 days to 30 days – Annual Additional \$350



MUNICIPAL OPTIONS	
Public Entity Recovery Assistance Plan (Critical Illness)	Based on Five (5) Members – age 69 or less \$5,000 limit – Annual Additional \$546 \$10,000 limit – Annual Additional \$854
Volunteer Fire Fighters Accident	Quotation for Additional Coverage Available Upon Request
Municipal Volunteers Accident	Principal Sum \$50,000 – Annual Additional \$750