

AGENDA

Regular Council meeting to be held
Tuesday January 16, 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 Keith Davies- 2 Butler Drive
6. **ADOPTION OF MINUTES**
 - 6.1 Regular Council meeting minutes of January 2, 2018
7. **MINUTES AND REPORTS FROM COMMITTEES OF COUNCIL**
 - 7.1 Trout Creek Community Centre Board minutes of December 13, 2017
8. **MINUTES AND REPORTS FROM APPOINTED BOARDS**
 - 8.1 Golden Sunshine/The Pines Board minutes from 2017
9. **STAFF REPORTS**
 - 9.1 Memo-Municipal Planning Services-Zoning Amendment
 - 9.2 Ontario Building Officials Association- Mark Martin
 - 9.3 Antoine Boucher, Municipal Engineer- report on Trout Creek Culvert & Modular Bridge
 - 9.4 Memo-Public Works Engineering Position-Clerk-Treasurer M.Lang
 - 9.5 Memo -Pay Equity- Clerk-Treasurer M.Lang
 - 9.6 Budget Meetings- verbal Clerk-Treasurer M.Lang
10. **BY-LAWS**
 - 10.1 By-Law 2018-02 Protective Services
 - 10.2 By-Law 2018-03 CAO-Clerk-Treasurer
 - 10.3 By-Law 2018-04 Borrowing By-Law
 - 10.4 By-Law 2018-05 Zoning Amendment-Lingenfelter
11. **UNFINISHED BUSINESS**
 - 11.1 Township of Chisholm-Fire Services
12. **NEW BUSINESS**
 - 12.1 Ministry of the Environment & Climate Change- 2017-2018 Inspection Report for the Powassan Drinking Water System
 - 12.2 Powassan & Area Family Health Team
 - 12.3 Donation Request-Sap Run-Maple Hill Health & Fitness
 - 12.4 Resolution-Pay Grid-Cost of Living

13. CORRESPONDENCE

- 13.1 Ministry of Infrastructure- ROMA
- 13.2 O.P.P. – ROMA Conference
- 13.3 Stewardship Ontario
- 13.4 Ministry of Finance Cannabis legislation
- 13.5 AMO- New Municipal Asset Management Planning Regulation

14. ADDENDUM

15. ACCOUNTS PAYABLE

16. NOTICE OF SCHEDULE OF COUNCIL AND BOARD MEETINGS

- 16.1 January 2018 Schedule of Events

17. PUBLIC QUESTIONS

18. CLOSED SESSION

- 18.1 Adoption of Closed Session minutes of January 2, 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
-memo Deputy Clerk and verbal M.Wand and Clerk

19. MOTION TO ADJOURN

Regular Council Meeting
Tuesday, January 2, 2018, at 7:00 pm
Council Chambers, Powassan

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

Absent: Roger Glabb, Councillor, with regrets

Staff: Maureen Lang, Clerk-Treasurer

Presentations: None

Disclosure of Monetary Interest and General Nature Thereof:

Dave Britton Item 8.2 Wife employer North Bay District Health Unit

2017-568 Moved by: M. Wand Seconded by: D. Britton
That the agenda of the Council meeting of January 2, 2018, be approved. **Carried**

2017-569 Moved by: D. Britton Seconded by: M. Wand
That the minutes of the regular Council meeting of December 19, 2017, be adopted. **Carried**

2017-570 Moved by: M. Wand Seconded by: D. Britton
That the correspondence from the District of Parry Sound Social Services Board (DSSAB) dated December 20, 2017, regarding the report *Income Security: A Roadmap for Change*, be received. **Carried**

2017-571 Moved by: D. Britton Seconded by: M. Wand
That the minutes dated November 28, 2017, from the Powassan & District Union Public Library Board, be received. **Carried**

2017-572 Moved by: M. Wand Seconded by: D. Britton
That the memorandum dated December 22, 2017, from Planner Chris Jones regarding the Eide Residential Home, be received. **Carried**

2017-573 Moved by: D. Britton Seconded by: M. Wand
That By-law 2017-32, being a By-law to amend By-law No. 2003-38, as amended, the Zoning By-law for the Municipality of Powassan with respect to lands located in Part of Lot 16, Concession 10 in the Municipality of Powassan,

READ a FIRST and SECOND time December 19, 2017.

READ a THIRD and FINAL time and passed as such on January 2, 2018. **Carried**

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2017-574 Moved by: M. Wand Seconded by: D. Britton
That By-law 2018-01, being a By-law to to set policy for the sale of other disposition of municipal land,

READ a FIRST and SECOND time January 2, 2018.

READ a THIRD and FINAL time and passed as such on January 2, 2018.

Carried

2017-575 Moved by: D. Britton Seconded by: M. Wand
That the request for funding dated December 8, 2017, from the Powassan & District Union Public Library Board for renovations, be approved for payment of \$15,000.

Recorded Vote: Requested by Councillor Britton

Councillor Weiler	Yea
Councillor Wand	Yea
Councillor Glabb	Absent
Councillor Britton	Yea
Mayor McIsaac	Yea

Carried

2017-576 Moved by: M. Wand Seconded by: D. Britton
That the memorandum dated December 21, 2017, from Knight Piesold Consulting regarding an update on the Powassan Landfill capacity, be received.

Carried

2017-577 Moved by: D. Britton Seconded by: M. Wand
That the correspondence dated December 14, 2017, from the Municipal Property Assessment Corporation (MPAC) regarding a service update and the 2018 invoice for the Municipality of Powassan, be received.

Carried

2017-578 Moved by: M. Wand Seconded by: D. Britton
That the correspondence dated December 5, 2017, from the North Bay Regional Health Centre Foundation regarding the municipal pledge for 2018, be received.

Carried

2017-579 Moved by: D. Britton Seconded by: M. Wand
That the correspondence dated December 29, 2017, from Jared Dupuis, owner of Maple Hill Health and Fitness, regarding a request for a road closure for April 29, 2018, be received.

Carried

2017-580 Moved by: M. Wand Seconded by: D. Britton
That the correspondence dated December 21, 2017, from the Ministry of Natural Resources and Forestry regarding notification of the passing of Bill 139 – *Building Better Communities and Conserving Watersheds Act, 2017*, be received.

Carried

2017-581 Moved by: T. Weiler Seconded by: D. Britton
That the correspondence dated October 26, 2017, from the Ministry of Energy regarding the release of Ontario's 2017 Long-Term Energy Plan (LTEP) – *Delivering Fairness and Choice*, be received.

Carried

2017-582 Moved by: D. Britton Seconded by: T. Weiler
That the correspondence dated December 19, 2017, from the Association of Municipalities Ontario (AMO) regarding the municipal invoice for 2018 membership, be received, and further, that Council authorizes the municipal membership renewal.

Carried

- 2017-583** Moved by: T. Weiler Seconded by: D. Britton
That the correspondence dated December 14, 2017, from the Township of Armour regarding their Resolution #14, be received. **Carried**
- 2017-584** Moved by: D. Britton Seconded by: T. Weiler
That the correspondence dated December 11, 2017, from MPP Ernie Hardeman, regarding proposed policies of Municipal Affairs and Housing, be received. **Carried**
- 2017-585** Moved by: T. Weiler Seconded by: D. Britton
That the correspondence dated December 14, 2017, from the City of North Bay regarding their Resolution #2017-449 – Regulation of Gasoline Prices in Ontario, be received. **Carried**
- 2017-586** Moved by: D. Britton Seconded by: T. Weiler
That the correspondence dated December 15, 2017, from the Ministry of Municipal Affairs regarding an update on Bill 50 – *Putting Consumers First Act, 2017*, be received. **Carried**
- 2017-587** Moved by: T. Weiler Seconded by: D. Britton
That the accounts payable listing reports dated December 19, 20, 21 & 22, 2017, in the total amount of \$693,892.48, be approved for payment. **Carried**
- 2017-588** Moved by: D. Britton Seconded by: T. Weiler
That Council now adjourns to closed session at 8:12 pm to discuss:
- 18.1 Adoption of Closed Session minutes of October 17, 2017.
- 18.2 Personnel Items-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. Memo-Deputy Clerk & Verbal from Clerk. **Carried**
- 2017-589** Moved by: D. Britton Seconded by: M. Wand
That Council now reconvenes to regular session at 9:10 pm. **Carried**
- 2017-590** Moved by: T. Weiler Seconded by: D. Britton
That Council now adjourns at 9:10 pm. **Carried**

Mayor

Clerk-Treasurer



TROUT CREEK COMMUNITY CENTRE BOARD
WEDNESDAY, DECEMBER 13, 2017
@7PM
TROUT CREEK COMMUNITY CENTRE

1. Call to Order

Motion 2017-73

Moved By: Elva Taggart

Seconded By: Trina Hummel

That the meeting be called to order at 7:05pm

PRESENT:

Elva Taggart

Ted Hummel

Tyson hummel

Ted Weiler-Councillor

Jeff Eckensviller-Chair

Trina Hummel-Co Chair

Brian Eckensviller

Peter McIsaac-Mayor

STAFF:

Dale Jardine-Arena Manager

Norma Conrad-Recording Secretary

Absent with regrets:

Jeff Conrad

Karen Chadbourn

Guest(s)

Gilles Guertin-A & A Entertainment (Disc jockey)

2. Disclosure of pecuniary interests and general thereof:

None

3. Approval of Agenda

Motion 2017-74

Moved By: Elva Taggart

Seconded By: Trina Hummel

That the agenda is approved.

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4. Presentation(s)

Gilles Guertin addressed the Board asking permission to run a teen dance once a month for teens thirteen years of age and up. He mentioned that he has eight volunteers to help out, he will D.J., Cost for the event will be \$300.00 per month, dance will start at 8pm and end at 11pm, and canteen will be open. A brief discussion was had; first teen dance will run January 26, 2018 and proceed from there.

5. Approval of Minutes

Motion 2017-75

Moved By: Trina Hummel

Seconded By: Elva Taggart

That the minutes of the previous meeting of November 15, 2017 be adopted.

6. Manager's report

Dale Jardine advised he had some bad news that the motor ice edger broke down and an approximate cost of \$350.00 to repair. Two heaters also quit and replacement for them is \$5,000.00. Good News for New Years Eve there will be skating at 4:00pm till 6:00pm followed by firework, and free hot dogs and hot chocolate handed out by Council to celebrate the New Year.

7. Bar/Food Coordinator

Nancy McFadden was absent for this meeting.

8. Member's Report

A request from Tyson Hummel asking for snow to be removed from the parking lot at the Community Centre, he has asked for arrangements to be made.

Brian Eckensviller noticed that the dug out at the ball field was smashed in and needs attention, please notify Mike Heasman and make him aware and attend to this matter in the spring.

9. Review Action Items

Carnival

Defer this to January meeting.

Note: Brian Eckensviller mentioned at the Halloween dance in October they booked D.J. Melissa Thomas to play at the carnival dance in February, please follow up with a phone call to confirm booking.

10. New Business/Correspondence

Roof Top Unit

The Board had a brief discussion, and decided to disconnect the rooftop unit do to the age of the unit. The unit was only used for air conditioning purpose for the upstairs hall. In the spring will be looking at a new unit that provides cool air.

10.2 Letter from Tara Towns

A letter from Tara Towns was added to the agenda requesting hiring the Board to run their bar for a Stag & Doe at the community centre in March 2018. A brief discussion and a motion was passed.

Motion 2017-76

Moved By: Ted Weiler

Seconded By: Tyson Hummel

That the Trout Creek Community Centre Board agrees to run the bar for the Buckley/Hughes Stag & Doe event for March 24, 2018.

11. Addendum

None

12. Accounts Payable

Motion 2017-77

Moved By: Ted Weiler

Seconded By: Tyson Hummel

That the accounts payable listings in the total amount of \$8,371.60 be approved for payment.

13. Notice of Meeting

Motion 2017-78

Moved By: Ted Weiler

Seconded By: Trina Hummel

That the next meeting be scheduled for Wednesday, January 10, 2018 @ 7pm

14. Closed Session

None

15. Calendar of Events

December 2017 and January 2018 calendars 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 2017-79

Moved By: Ted Weiler

Seconded By: Ted Hummel

That the committee adjourned at 8:19p.m.

Chair

Recording Secretary

Maureen Lang

From: Shelley Nickerson [goldensunshinepines@gmail.com]
Sent: Friday, January 05, 2018 12:45 PM
To: Maureen Lang
Subject: Minutes
Attachments: GSMNP minutes Dec 12, 2017.doc; GSMNP minutes Nov 7, 2017.doc; GSMNP minutes Oct 3, 2017.doc; GSMNP Special Meeting Oct 17, 2017.doc; GSMNP minutes Sept 5, 2017.doc; GSMNP minutes June 13, 2017.doc

Good afternoon Maureen, not sure what happened last time I tried to send you the minutes but I'm told that you never received them. I have attached the last 6 months and will send the Pines Board minutes to you monthly going forward.

Please confirm if you receive this email.

Thank you

Shelley Nickerson
Property Manager
Golden Sunshine Municipal
Non Profit Housing Corporation
325 Catherine Street
Powassan ON P0H 1Z0
(705) 724-3655

DATE OF COUNCIL MTG.	Jan 16 / 18
AGENDA ITEM #	8-1

The Golden Sunshine Municipal Non-Profit Housing Corporation
Minutes of the Board of Directors Meeting
2017-13

Tuesday December 12, 2017

A regular meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday December 12, 2017

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

Regrets: Roger Glabb

Resolution No. 2017-66 – Moved by Alice, seconded by Betty that we call the meeting to order at 10:04 a.m. Carried

Resolution No. 2017-67 – Moved by Linda seconded by Doug that the agenda be adopted as presented. Carried

Resolution No. 2017-68 – Moved by Doug, seconded by Linda that the minutes of the October 17, 2017 meetings are adopted as presented. Carried

Resolution No. 2017-69 – Moved by Betty, seconded by Alice that the minutes of the November 7, 2017 board meeting be adopted as presented.

Business arising

- a) Letters Patent/Organization By-Law – deferred to January 2018
- b) Building Conditions Assessment – look at quarterly
- c) Cupboards – will all be completed by Dec 22, 2017
- d) New Build – Regarding the letter that was sent to the Municipality from the Board.

We were notified that the Municipality will take some ownership on the new build. The Pines Board will step back and let the Municipality take over. Will need lawyers and staff to get the project up and going, Powassan needs to be the umbrella.

New Business

- a) *End of operating agreement seminar in Parry Sound* – there will be a new time set up in the beginning of 2018. Will notify the board members once the date has been received.
- b) *Cost of Living* – COL – deferred
- c) *Tenants Christmas Supper*

Resolution NO. 2017-70 - Moved by Doug, seconded by Dave that \$150.00 will be given to the Tenants to celebrate Christmas & New Year's Eve.

- d) Letter to be sent to the Municipality regarding Roger Glabb – whether they will be replacing him and if he has officially resigned from the Pines Board.

Resolution No. 2017-71 – Moved by Linda, seconded by Dave the Board went into a closed session at 11:15am.

Resolution No. 2017-72 – Moved by Linda, seconded by Dave, the Board came out of closed session at 11:25am.

Resolution No. 2017-73 – Moved by Doug, seconded by Alice, the Board approved a \$200.00 Christmas bonus to Shelley Nickerson, Property Manager.

Maintenance Report

Nothing to report, everything is going well.

Manager's Report

Kitchen reno's are going well

Plumber in early to unhook sink & faucet, installers are in between 8-8:30am to take cupboards out and install new ones. Plumber back at the end of the day to hook up the sinks. Tenants have their apartment back between 3-4pm the same day.

Electrician has taken out the lights over the sink and hood ranges. He has replaced 2 GFI plugs around the sink and the light switch.

Parry Sound told me to talk to the auditors to see where they wanted the labour for the kitchen project allocated to either operating or capital.

Waiting on lights and then Mike the electrician will be back to install the hood ranges and lights over the sink.

Tim is doing drywall repairs and I will be painting.

I have 60 hours banked from painting the hallway, cleaning and painting 3 apartments and the cupboard installs.

Would the board like this payed out by the end of the year or can I carry some hours over to l2018?

Financial Statements

Included with minutes

Resolution No. 2017-74 – Moved by Alice, seconded by Doug that the meeting be adjourned at 11:25am.
Carried

Next Board Meeting January 9, 2017, 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
2017-12

Tuesday November 7, 2017

A regular meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday November 7, 2017

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

Regrets: Roger Glabb, Dave Britton

Resolution No. 2017-61 – Moved by Doug, seconded by Alice that we call the meeting to order at 10:05 a.m. Carried

Resolution No. 2017-62 – Moved by Doug, seconded by Linda that the agenda be adopted as presented. Carried

Resolution No. 2017-63 – Moved by Betty, seconded by Alice that the minutes of the October 3, 2017 meetings are adopted as presented. Carried

Business arising

- a) Letters Patent/Organization By-Law – deferred to January 2018
- b) Building Conditions Assessment – look at quarterly
- c) Cupboards – Install date will begin Dec 4, 2017 for the first 10 units and the common room. December 18, 2017 will be the start date for the next 10 units.
- d) New Build – Shelley to email Maureen to have CGV put on the agenda for the November 21, 2017 council meeting. Shelley to notify board members if CGV will be attending.

New Business

End of operating agreement seminar in Parry Sound – Alice, Betty, Doug and Shelley will attend. Leo will check his calendar, may attend as well.

While in Parry Sound try to set up a meeting with the Property Manager of the school renovation that worked with CGV.

December Board meeting – Change from December 5 to December 12, 2017. Common room will be full of cupboards on December 5th.

Maintenance Report

Serviced lawn mowers for the winter

Brought snow blower in ready for winter

Caulked all the windows outside

New weather stripping around front door

Manager's Report

Replace toilets in Apt 215 & 102

Replaced fridge in Apt 215 & 206

Need a couple more fridges to have on hand

Made up new parking signs

Have been working on budget

Coordinating cupboard installation, met with Kitchen Gallery twice to measure all units.

Met with the electrician and plumber, I went to tenants meeting on November 6, 2017 to discuss the cupboards and explain the dates to expect their kitchens to be completed. Had a vote to see if tenants wanted them completed the week of Dec 18th or wait until January 2018. All voted to get them done in December.

Financial Statements

Resolution No. 2017-64 – Moved by Linda, seconded by Betty the Approval of the 2018 budget as presented to the board.

Linda explained that we receive 3 subsidies

1. Property tax that is reimbursed
2. RGI Subsidy – difference between Market rent and RGI
3. Operating subsidy, once the mortgage is paid the subsidies will disappear.

Resolution No. 2017-65 – Moved by Alice, seconded by Doug that the meeting be adjourned at 11:05am.
Carried

Next Board Meeting December 12, 2017, 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 Special Meeting
2017-11

Tuesday October 17, 2017

A special meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday October 17, 2017

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

Regrets: Roger Glabb

Resolution No. 2017-59 – Moved by Alice, seconded by Linda that we call the meeting to order at 10:02 a.m. Carried

4 – New Business – CGV project

The board discussed the cost involved in going forward with the project.

Legal cost – would need a lawyer to go over the agreement with CGV and also to set up corporation Insurance, money for extra administration hours.

The Pines doesn't have funds to pay for anything extra. Dave will be attending a council meeting this evening and he will explain to the board that we need financial help to carry on with this project. The board would like to know if the Municipality is committed to seeing this project move forward?

If the project is a go, it will need to be decided if it will be with The Pines Board or a new board. There will need to be additional meetings and extra work if the project goes forward. Will need people on the board committed to putting in the work. The board would like to know who received the seed money, how much it was and what it has paid for to date.

Resolution No. 2017-60 – Moved by Doug, seconded by Betty to adjourn the meeting at 11:20am. Carried

Next Board Meeting November 7, 2017, 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
2017-9

Tuesday October 3, 2017

A regular meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday October 3, 2017

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

Regrets: Roger Glabb, Dave Britton

Resolution No. 2017-52 – Moved by Linda, seconded by Betty that we call the meeting to order at 10:05 a.m. Carried

Resolution No. 2017-53 – Moved by Linda, seconded by Alice that the agenda is adopted as amended. Carried

Resolution No. 2017-54 – Moved by Betty, seconded by Alice that the minutes of the September 3, 2017 meetings are adopted as presented. Carried

Business arising

- a) Letters Patent/Organization By-Law – deferred
- b) Building Conditions Assessment - deferred
- c) Cupboards

Resolution No. 2017-55 – Moved by Alice, seconded by Linda that the Board is in agreement for Shelley to transfer funds from the capital reserves for our portion of the kitchen project. Parry Sound will pay 50% for anything over \$50,000.00 plus any money needed to keep our reserves at the minimum. Our minimum is \$5000.00 per unit x 20 units for a total of \$100,000.00

New Business

New Build - It was decided by the board that a special meeting would be called so they could discuss with the councils on the board if there would be any support/backing from the municipality of Powassan.

Special meeting is set for October 17, 2017

Maintenance Report

Will be replacing parking posts

Replaced shingles on the far shed

Manager's Report

Hired someone to paint the fences

Had Tim make new steps made for the tenants at the back of the building

Ordered material to make new parking signs, will be installed this week

2 vacant apartments this month – new tenants moving in Nov 1st

Painting on the main floor is almost complete, tenants are very happy with the work that is being done around the building

Tome Fockens – Wellness program monthly has offered a D-Fibulator free to the building with the stipulations that it will have to be checked monthly and replace the pads and batteries when they expire. Pad are under \$100.00. Will have someone come in to certify people on machine.

Resolution No. 2017-56 – Moved by Alice, seconded by Betty that the D-Fibulator given to the pines with the stipulation of monthly checks and changing pads and batteries when expired.

Talked to Home Hardware in town about purchasing sinks, faucets and over head ranges if we go ahead with the kitchens.

Financial Statements

Resolution No. 2017-57 – Moved by Linda, seconded by Alice to approve the financial statement as presented. Carried

Resolution No. 2017-58 – Moved by Betty, seconded by Alice that the meeting be adjourned at 10:50am.
Carried

Next Board Meeting November 7, 2017, 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
2017-9

Tuesday September 5, 2017

A regular meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday September 5, 2017

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

Regrets: Roger Glabb

Resolution No. 2017-43 – Moved by Alice, seconded by Betty that we call the meeting to order at 10:02 a.m. Carried

Resolution No. 2017-44 – Moved by Linda, seconded by Doug that the agenda is adopted as presented, with the addition of Land conversation. Carried

Resolution No. 2017-45 – Moved by Linda, seconded by Betty that the minutes of the June 13, 2017 meetings are adopted as presented. Carried

6 -Business arising

- a) Letters Patent – Need to review where we are not in compliance, change how we operate.
At the beginning of every term we should receive written notice from the Municipalities stating who will be representing them.
The opportunity for tenants to sit on the board shall be posted on the bulletin board every 2 years, 3 positions available.
- b) Organizational By-Law - A committee has been formed, Linda, Leo, Alice & Shelley. The committee will meet to go over the by-laws and make recommendations to the board when they have completed.
- c) Building Condition Assessment (BCA) – deferred to next meeting
- d) Pet policy & pet agreement
Resolution No. 2017-46 – Moved by Doug, seconded by Dave to approve the pet policy and pet agreement as presented to the board.

- e) No smoking policy

Resolution No. 2017-47 – Moved by Linda, seconded by Dave to approve the smoke free policy as presented to the board

7 - New Business

- a) **Survey for new build** – The survey was created by Keith Harriman's office; a copy was sent to Kimberly Bester at the Municipality of Powassan. Kimberly and Roger Glabb made a few changes. The board went over the changes and finalized how they wanted the survey to read. Shelley will make changes and forward to Keith for approval and Kimberly for distribution. Dave suggested if Kim had any questions for wanted to make any changes for her to contact Dave.

Resolution No. 2017-48 – Moved by Dave, seconded by Doug to finalize the survey for affordable housing.

- b) **Kitchen cupboards**

Resolution No. 2017-49 – Moved by Doug, seconded by Dave the board approved the kitchen quote from the Kitchen Gallery. Parry Sound is to be approached for funding, will not go forward unless funding is approved. Reviewed 3 quotes, all in agreement Kitchen Gallery is the successful supplier if funding is approved.

- c) **Rent increase for 2018**

Resolution No. 2017-50 – Moved by Linda, seconded by Doug to increase the market rent as per the provincial allowable increase effective January 1, 2018. The rates will be as follows:

1 Bedroom

current market rent \$612.00 - updated 2018 amount \$623.00

current market rent \$712.00 – updated 2018 amount \$724.00

2 Bedroom

current market rent \$724.00 – updated 2018 amount \$737.00

current market rent \$824.00 – updated 2018 amount \$838.00

Maintenance Report

The storage shed has been divided into areas for tenants to put their items in.

The shingles will be replaced on the far shed before winter.

Property Managers Report

After the BCA, we were told that the pictures needed to be taken off the walls and they mentioned that the paint colours were very institutionalized. After removing all the pictures and repairing the holes we didn't have any touch up paint so we had the tenants vote on colours and they all agreed on one. The fire extinguisher doors and exit doors painted red as requested. Main floor is $\frac{3}{4}$ ways completed, will be completed soon and then will move to the upstairs hall.

Had our annual fire inspection all was good, needed to replace a couple of batteries.

Inspection, testing and maintenance of wet pipe fire sprinkler systems. There was work that needed to be completed before the final report could be completed. Mandatory work has been completed should be receiving a final report.

Washer needed repairs again.

Tenants moving out, 1 in August and 1 in October and 1 in November.

Purchased a new computer and had son in law come down and transfer everything over and set up new programs. Will pay him half of what the cost would have been from North Bay computers to come down.

Financial Statements - included with minutes

Resolution No. 2017-51 – Moved by Dave, seconded by Doug to adjourn the meeting at 11:45am. Carried

Next Board Meeting October 3, 2017, 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
2017-6

Tuesday June 13, 2017

A regular meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday June 13, 2017

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

Regrets: Roger Glabb and Linda Cunningham

Resolution No. 2017-30 – Moved by Dave, seconded by Doug that we call the meeting to order at 10:05 a.m. Carried

Welcomed Claude Daigle from Kendal, Sinclair, Cowper & Daigle to present the Draft Financial statements for 2016. It was discussed to have the sheds and carpet that were purchased to go through as capital instead of expensed. Shelley to contact Janice Bray to see if this can be completed; Claude will need to know by the end of the month. The adjustments will need to be completed before the June 30, 2017 cut off for the filing of Non Profit returns.

Disclosure of pecuniary interest: None

Resolution No. 2017-31 – Moved by Alice, seconded by Betty that the agenda is adopted as presented, with the addition of Land conversation. Carried

Resolution No. 2017-32 – Moved by Betty, seconded by Dave that the minutes of the May 2, 2017 meetings are adopted as presented. Carried

Resolution No. 2017-33 – Moved by Dave, seconded by Alice that the Pines Board of operating be at resolved that the current Board of Directors acknowledges that \$20,553.00 was paid in the current and previous years with the intent of developing of the Pines 2 development. In the current year the Board acknowledges the development will no longer proceed for various reasons. The Board also acknowledges that the land development cost is a financial asset to the board. We here by resolve that the amount showing as a receivable from previous board will be forgiven and treated as land development cost as it benefits the organization and treat as an asset.

6 -Business arising

- a) Letters Patent – Shelley received an email from Maureen Lang; Municipality of Powassan stating the Municipality will stay with 2 councilors on the Pines Board.
- b) Building Condition Assessment (BCA) – Janice Bray from Parry Sound has agreed to cover the cost of the ne BCA.
- c) Organizational By-Law - Deferred
- d) No smoking policy – Shelley to complete and forward to Board members for approval
- e) Pet policy & pet agreement – Shelley to complete and forward to Board members for approval
- f) Pay equity investigation – Shelley has sent off email to the pay equity representative, waiting for a response.

7 - New Business

- a) Yearly wage review

Resolution No. 2017-34 – Moved by Alice, seconded by Betty that the board goes into a closed session at 11:10am

Resolution No. 2017-35 – Moved by Dave, seconded by Doug that the board goes out of closed session at 11:20am

Resolution No. 2017-36 – Moved by Dave, seconded by Doug a salary review of Shelley Nickerson effective June 1, 2017. The Board approves a \$2.00 an hour increase from \$23.00 per hr to \$25.00 per hr.

Resolution No. 2017-37- Moved by Alice, seconded by Betty a salary review of the housekeeper and maintenance positions. Will increase housekeepers hourly rate by a \$1.00 per hr rate will increase from \$15.00 to \$16.00 per hr. Will increase maintenance hourly rate by \$1.00 per hr rate will increase from \$17.00 to \$18.00 per hr effective June 1, 2017.

- b) Summer meetings – A Board member asked for summer meetings to be added to the agenda. I explained that as far back as I can see in the minutes there has always been board meetings held in June. Summer months are classified as July and August which there are no board meetings scheduled.
- c) Land – **Resolution 2017-33** see above

Maintenance Report

Shingles need replaced on the far shed

4 parking posts need to be replaced

Building sections in the shed for storage for the tenants – getting majority of the wood donated.

Property Managers Report

Received an email from Maureen Lang from the Municipality of Powassan, they will be staying with 2 councilors on the Pines board.

Pay equity – to be completed by June 16th

I sent the below email on June 1st

Good morning Ms. Glenn

The Golden Sunshine Municipal Non-Profit Housing Corporation (GSNPH) was not included in the Municipality of Powassan's pay equity plan. The GSNPH is not part of the Municipality of Powassan. The GSNPH is a separate corporation which stands on their own, corporation # 660621. We have no ties to any of the Municipalities; they do not contribute or pay anything towards the GSNPH. We pay taxes to the municipality of Powassan, they are not the employer to the GSNPH.

We are not part of the public sector; we are a standalone senior's apartment building. Therefore we feel the complaint of pay equity put in from Cindy Piper is not valid.

Sent another email June 12th hadn't received a response, see below response I received.

Good Morning Ms. Nickerson,

I did receive your email. I apologise for the delayed response.

I am in the process of investigation your submissions.

I will advise you by email should I require further information for this file.

Letter was sent to Janice Bray regarding our BCA, she called back and wanted me to contact the Architects that previously did it to get a quote and then to let her know the cost.

Quote came back at \$8,790.00 + \$3,000.00 to have the elevators included which is a total of \$11,790.00.

Received an email from Janice

We will approve the total of \$11,790.00 for the BCA update which includes the elevator. You can either send us the invoices to pay or send us an invoice showing your HST rebate. We would also like a copy of the updated BCA as well.

Thanks for getting this together so quickly - Have a great summer.

Janice

New fridge purchased for apartment #211

The \$10,200.00 that was showing on the Accounts Payable Trade was Leslee's, Rhonda and my pay for the being of the year. Everyone was set up as vendor originally and when I started I set everyone up as employees. This is the amount that was transferred to the Payroll side, there was a JE done but it didn't post to the A/P so it had to be cleared out.

I have contacted both contractors to have them specify what items they will be using to replace our heaters and thermostats. I have also contacted Purdon's in town to give me a quote and I haven't heard back to set up a time yet.

Worked with the auditor for a week to answer questions and search for information that was required.

Bought a small load of top soil to top off all the vegetable gardens and flower beds

Financial Statements - included with minutes

Resolution No. 2017-38 – Moved by Dave, seconded by Doug to adjourn the meeting at 11:45am. Carried

Next Board Meeting September 5, 2017, held in the Pines Common Room @ 10:00am

Chairman

Property Manager/Secretary

MEMORANDUM

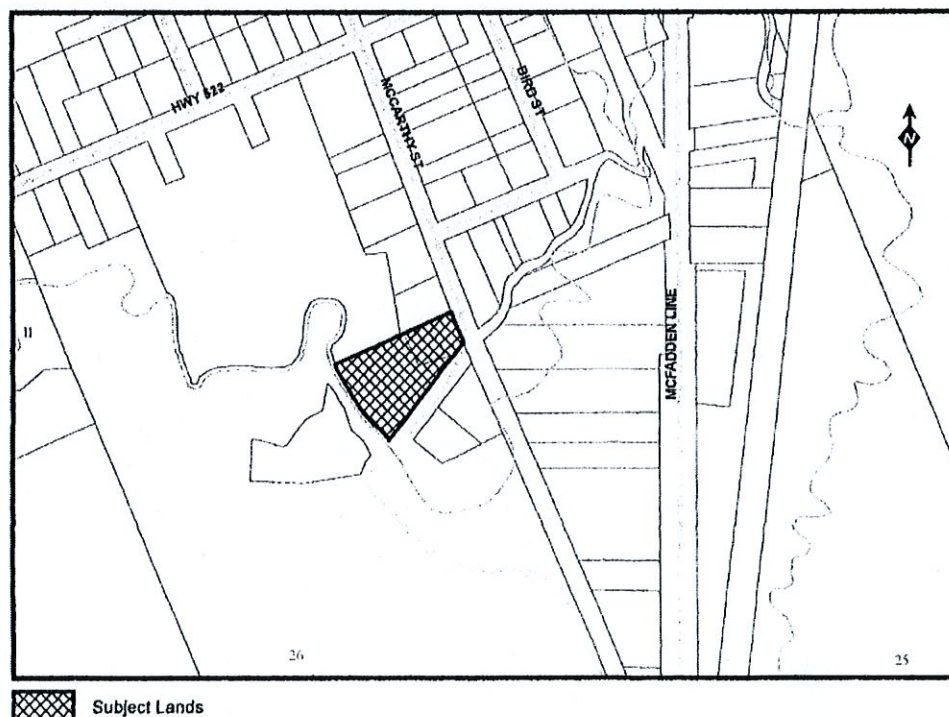
To: Mayor McIsaac and Members of Council
From: Chris D. Jones MCIP, RPP
Date: January 12, 2018
Re: Proposed Zoning By-law Amendment (Ligenfelter)

BACKGROUND

The Municipality has received an application for a zoning by-law amendment for lands located in Part Lot 26, Concession 2, at 137 McCarthy Street.

The application has been filed to fulfill a condition of consent (File B-19), which was approved by the NAPB on November 23, 2017. The consent facilitated a lot addition of lands from the parcel located at 137 McCarthy Street to the southerly abutting parcel. The location of the lands subject to the amendment as well as the new parcel configuration is shown in Figure 1.

Figure 1 – Lands Subject to Zoning Amendment

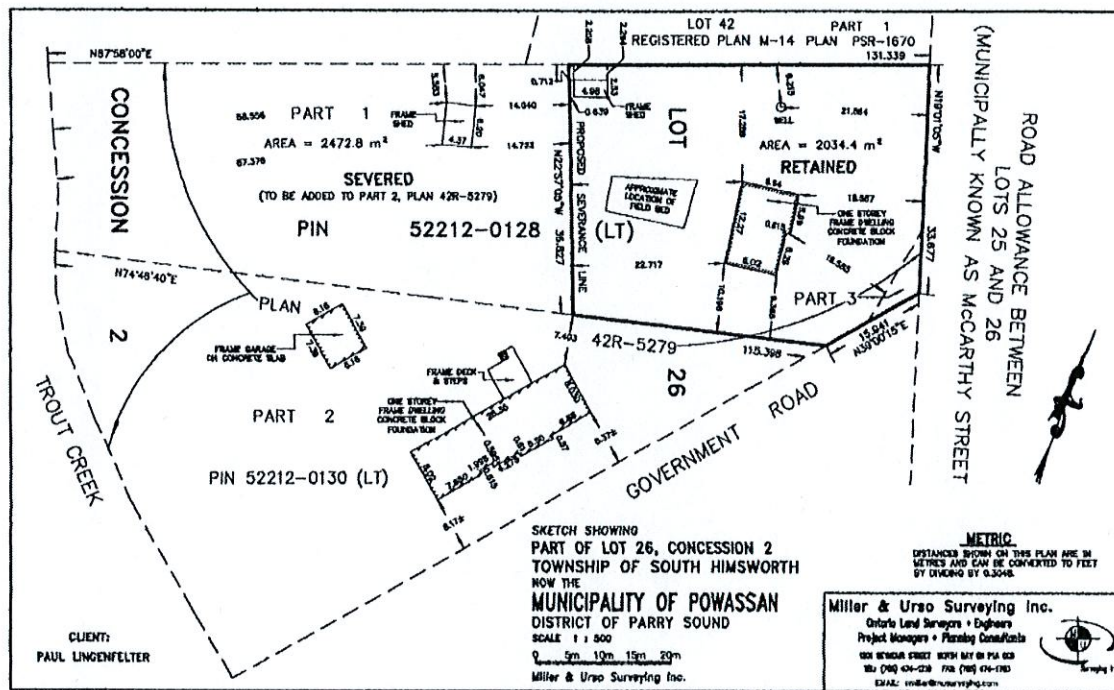


The lot addition resulted in the parcel located at 137 McCarthy Street being reduced in lot area from 4,507.2 m² to 2,034.4 m². As a result of this change in lot area, the lot at 137 McCarthy Street is no longer compliant with the minimum lot area requirement of the RV2 Zone, which is 4,000 m². Therefore the purpose of the amendment is to recognize the resultant, non-compliant lot area of the parcel at 137 McCarthy Street.

In addition, the amendment will also address two non-compliant setbacks, one relates to a rear yard encroachment caused by the creation of a new lot line for the parcel at 137 McCarthy and the other recognizes an existing front yard encroachment caused by the dwelling on the benefiting parcel.

Figure 2 is a survey sketch of the new parcel configuration and this sketch also identifies the location of existing buildings.

Figure 2 – Survey Sketch



• Municipal Planning Services Ltd. •

Chris D. Jones BES, MCIP, RPP
51 Churchill Drive
Barrie, Ontario
(705) 725-8133

ANALYSIS

The proposed amendment fulfills a condition of consent which has been approved by the NAPB. A draft zoning amendment has been prepared for Council's consideration however it is recommended that Council defer giving third reading to the amendment until a registered R-plan is provided to the Municipality, from which the new legal descriptions for the parcels can be integrated into the amendment prior to final approval.

RECOMMENDATIONS

If Council is in general agreement with the analysis of this report, the following is recommended:

1. That this report be received;
2. That third reading of the amendment be deferred until such time that the new legal descriptions can be incorporated into the amendment.



Chris Jones MCIP, RPP

• Municipal Planning Services Ltd. •

Chris D. Jones BES, MCIP, RPP
51 Churchill Drive
Barrie, Ontario
(705) 725-8133



Ontario Building Officials Association

Building Knowledge/Growing Communities

December 20, 2017

Mark Martin, CBCO
3892 Highway 534
Nipissing, ON
POH 1W0

Dear Mark,

Congratulations!

On behalf of the Certification Committee, it gives me great pleasure to inform you that your application to upgrade to Certified Building Code Official (CBCO) has been approved.

In accordance with the provisions of the *Ontario Building Officials Association Act 1992*, you are now authorized to use the title "Certified Building Code Official" or "Officiel certifié relativement (or relatif) au code du bâtiment" as well as the professional designation "CBCO" or "OCCB".

The current Continuing Education Cycle runs from 2017-01-01 to 2019-12-31. You will be required to obtain 60 credits within this cycle and every three-year cycle thereafter. Your continuing education credits list is available on the OBOA website. Please ensure all non-OBOA training and credits are reported to OBOA.

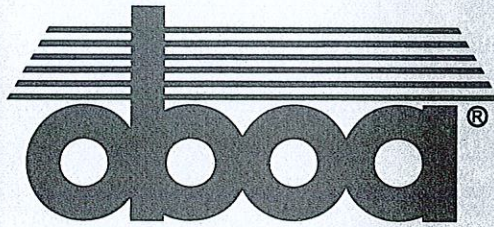
Certification frames are available from the OBOA for \$40.00 + Shipping & taxes.

Yours truly,

Joyanne Beckett, CBCO
Certification Committee Chair
905-546-2424 X4429

200 Marycroft Avenue, Unit 8 Woodbridge, Ontario L4L 5X4
Telephone 905.264.1662 Fax 905.264.8696 Website: www.oboa.on.ca Email: info@oboa.on.ca

DATE OF COUNCIL MTG.	Jan 16/18
AGENDA ITEM #	9-2



Ontario Building Officials Association



THIS IS TO CERTIFY THAT

Mark Martin

having fulfilled the requirements for certification
has been registered in accordance with the provisions
of the Ontario Building Officials Association Act as a

Certified Building Code Official (CBCO)
Officiel certifié relativement (or relatif) au code du bâtiment (OCCB)

**With all its rights, privileges, and responsibilities
In the Province of Ontario**

Given under the corporate seal of the Association
This eighth day of December 2017


REGISTRAR

CBCO

Member Since December 12, 2011




PRESIDENT

CBCO

Registration No. 15064

THIS CERTIFICATE REMAINS THE PROPERTY OF THE ASSOCIATION AND MUST BE
SURRENDERED WHEN MEMBERSHIP CEASES

Maureen Lang

From: Antoine Boucher [antoine.boucher@eastferris.ca]
Sent: Thursday, January 11, 2018 11:39 AM
To: Maureen Lang
Subject: Trout Creek Culvert and Butterfield Road Bridge
Attachments: Quote 600087 R1 - 18.3m x 4.6m Modular Bridge.pdf; Quote 600088 - 18.3m x 6m Modular Bridge.pdf; Butterfield Bridge Budget - Powassan.pdf

Importance: High

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Red Category

Good morning and Happy New Year Maureen,

I have received the attached quotations and report this morning from Lessard Welding for your information.

As you recall at our last meeting of December 5th, 2017, Council agreed that an alternative measure for the Trout Creek Culvert while the Multiplate Structure was being constructed would be to use the Lessard Welding bridge deck in the event the existing structure would fail.

For your info, the Multiplate is scheduled to be completed and ready to ship to the Municipality the week of January 22nd. Speaking with Frank Young, the best practice might be to widen the road before the creek and allow for the construction of the Superstructure at that location, while "coning off" a portion of the road shoulder. Unfortunately, we cannot construct the Superstructure on the Church Parking as there is a Hydro Line that will prevent us from moving the pipe in place.

As to the Lessard Structure, my notes to Council showed the preliminary budgetary figure provided by Lessard in the amount of \$60K.

The detailed estimates attached are actually more. There are two (2) estimates that I requested for Council's consideration. One remains a single lane structure (4.6m wide), however, the length needed is increased and the quotation is now for \$81,635 (before tax) including the \$1,640 for delivery. The second estimate is to consider the option of widening the deck to 6m for a total of \$106,365 (before tax) again including the \$1,640 for delivery.

Basically the detailed quotes are more than the original figures.

The 3rd attachment is a thorough report detailing the proposed construction techniques for replacing the Butterfield Road Bridge in the future. The overall construction cost estimate is \$231,650 plus the cost of purchasing and delivering the structures. Page 3 of the report included the Option A and Option B cost breakdown with a Full 20% Contingency Allowance.

To conclude the projected costs for the Butterfield Road Bridge is in the order of \$360,000 for the 4.6m wide deck and \$385,000 for the 6.0m wide deck. The OSIM report had a generic cost estimate of \$1,082,000 for this bridge. Therefore the Budgetary figure to complete the work should likely remain \$385,000 or be approximately 1/3 of the OSIM estimate.

Should you have any questions, please do not hesitate to contact me at your convenience.

Regards,

DATE OF COUNCIL MTG.	Jan 16/18
AGENDA ITEM #	9-3

Antoine C. Boucher, P. Eng

Director of Public Works and Engineering / Directeur des Travaux Publics et ingénierie

Municipality of East Ferris / Municipalité d'East Ferris

390 Hwy 94,

Corbeil, On

POH 1K0

ph: (705) 752-2740 x 229

fax: (705) 752-2452

Visit our website / Visitez notre site web: <http://www.eastferris.ca>

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LESSARD WELDING
CHELMSFORD, ON P0M 1L0
4590 REGIONAL ROAD 15

Tel: (705) 855-3480 Toll-Free 1-888-234-3687
Fax: (705) 855-5586 www.lessardwelding.com



Quotation

Quote No.: **600087 R1**

Date **1/4/2018**

Sold To:

Township of Powassan

Ship To

att: Antoine Boucher
ship to: Township of Powassan

IMPORTANT NOTICE

1. Payment arrangements are to be confirmed at time of order. Customers with accounts are to pay 30 days from the date your product(s) are ready. All accounts not meeting our payment terms will be subject to service charges at a rate of 2% per month or 24% annually.
2. All applicable taxes are extra.
3. Pricing is based on your inquire; partial orders may be subject to a price review.
4. Prices are in Canadian dollars and subject to change due to mill surcharges and increases.
5. Delivery date provided depends on the availability of raw material at time of order.

Sales Rep

Qty	Unit	Description	Unit Price	Amount
1	only	<p>60 ft. Portable Steel Bridge (15' 4" wide) as per attached drawing LW-625M-60-GA1 rev 0 and LW-625M-60-GA2 rev 0</p> <p>Lessard Modular Bridge Superstructures are designed for use on low volume roads and are certified to meet:</p> <ul style="list-style-type: none">* The Canadian Highway Bridge Design Code (CHBDC) CAN/CSA-S6-14 using the Ontario CL-625 Truck Loading* Ontario Ministry of Transportation (MTO) 2016 "Exceptions to the Canadian Highway Bridge Code (CSA S6-14) for Ontario"* The Ontario Ministry of Natural Resources and Forestry 2008 "Crown Land Bridge Guidelines"(CLBMG) <p>Bridge Standard Features include the following:</p> <ul style="list-style-type: none">* Choice of Tapered or Square Ends - same price* TL-1 Certified bolt on pockets for 8x8 timber* All structural steel is new* All main stringer beams are shot blasted to ensure proper adhesion of coating* Bridge is COMPLETELY covered with a High Quality Universal Primer* Deck surface is treated with an anti-slip product* Each section comes with 4 main lifting points* Each section comes with 8 pulling lugs <p>Added Value</p> <ul style="list-style-type: none">* Internal Quality Control Inspection	79,995.00	79,995.00

Order Acknowledgement - Please proceed with this order

Print: _____

Sign: _____

Date: _____

P.O. #: _____

Subtotal

Sales Tax Summary

Tax

Total Amount

Thank you very much for the opportunity to submit our price.



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CHELMSFORD, ON P0M 1L0
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5. Delivery date provided depends on the availability of raw material at time of order.

Sales Rep

Qty	Unit	Description	Unit Price	Amount
		<ul style="list-style-type: none">* Bridge Identification Certificate* Bridge General Arrangement Drawing* Shop Assembly to ensure all components fit properly and to avoid field assembly issues* CWB Certified Welding Shop* Quality Management System that meets the requirements of ISO 9000-2008 Standards <p>Your order will be shipped as follows:</p> <ul style="list-style-type: none">* Two 60 ft. Bridge Sections (Each section measures 60'- 8" long x 7'-6" wide x 31" high and weighs approx 34,500 lbs)* Bridge Assembly Bolts* Cover Plates for Deck Openings* Load rated lifting straps for offloading and installing bridge		

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Subtotal

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Total Amount

Sales Tax Summary

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Sales Rep

Qty	Unit	Description	Unit Price	Amount
1	pkg	Cost to deliver 60 ft. Bridge to Powassan, ON * This price is to the job site as long as the road is suitable for the trucks to travel on in a safe manner. * If the road is too rough, it may have to be unloaded at another site as close to the job site as possible. * Waiting time is 75\$ per hour after two hours from appointment. * This is an estimate only, the cost is to be confirmed at time of shipping. * This price is for the town of Powassan. If the actual delivery site is much further away we would have to adjust the price accordingly. As usual the trucks can only go into off loading sites that are passable. If not we would have to unload at the nearest possible site that would work.	1,640.00	1,640.00

Order Acknowledgement - Please proceed with this order

Print: _____

Sign: _____

Date: _____

P.O. #: _____

Sales Tax Summary

HST (ON)@13.0%
10,612.55
Total Tax
10,612.55

Subtotal

\$81,635.00

Tax

\$10,612.55

Total Amount

\$92,247.55

Thank you very much for the opportunity to submit our price.



LESSARD WELDING
CHELMSFORD, ON P0M 1L0
4590 REGIONAL ROAD 15

Tel: (705) 855-3480 Toll-Free 1-888-234-3687
Fax: (705) 855-5586 www.lessardwelding.com



Quotation

Quote No.: **600088**

Date **1/4/2018**

Sold To:

Township of Powassan

Ship To

att: Antoine Boucher
ship to: Township of Powassan

IMPORTANT NOTICE

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5. Delivery date provided depends on the availability of raw material at time of order.

Sales Rep

Qty	Unit	Description	Unit Price	Amount
1	only	<p>60 ft. Portable Steel Bridge (20' 0" wide) as per attached drawing LW-625M-6020-GA1 rev 0 and LW-625M-6020-GA2 rev 0</p> <p>Lessard Modular Bridge Superstructures are designed for use on low volume roads and are certified to meet:</p> <ul style="list-style-type: none">* The Canadian Highway Bridge Design Code (CHBDC) CAN/CSA-S6-14 using the Ontario CL-625 Truck Loading* Ontario Ministry of Transportation (MTO) 2016 "Exceptions to the Canadian Highway Bridge Code (CSA S6-14) for Ontario"* The Ontario Ministry of Natural Resources and Forestry 2008 "Crown Land Bridge Guidelines"(CLBMG) <p>Bridge Standard Features include the following:</p> <ul style="list-style-type: none">* Choice of Tapered or Square Ends - same price* TL-1 Certified bolt on pockets for 8x8 timber* All structural steel is new* All main stringer beams are shot blasted to ensure proper adhesion of coating* Bridge is COMPLETELY covered with a High Quality Universal Primer* Deck surface is treated with an anti-slip product* Each section comes with 4 main lifting points* Each section comes with 8 pulling lugs <p>Added Value</p> <ul style="list-style-type: none">* Internal Quality Control Inspection	104,725.00	104,725.00

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Order Acknowledgement - Please proceed with this order

Print: _____

Sign: _____

Date: _____

P.O. #: _____

Subtotal

Tax

Total Amount

Sales Tax Summary

Thank you very much for the opportunity to submit our price.



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Quotation

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Order Acknowledgement - Please proceed with this order

Print: _____

Sign: _____

Date: _____

P.O. #: _____

Sales Tax Summary

HST (ON)@13.0%
13,827.45
Total Tax
13,827.45

Subtotal

\$106,365.00

Tax

\$13,827.45

Total Amount

\$120,192.45

Thank you very much for the opportunity to submit our price.

January 11, 2018

Antoine C. Boucher, P. Eng
c/o Municipality of Powassan
Box 250 - 466 Main St.
Powassan, ON P0H 1Z0

Subject: Project Budget Estimate - Proposed Butterfield Road Bridge (B6) Replacement

Antoine - my apologies for the delay encountered in providing you with a detailed budget and project summary related to the above noted project.

Project Description:

Removal of the existing load rated 33ft (10m) 5 concrete stinger bridge and replacement with a new 60ft (18.3m) 8 stringer modular bridge superstructure. As part of the project, the orientation of the bridge and both horizontal and vertical road alignments would be modified to increase public safety (stop sighting distance) and reduce or eliminate the risk of snowplowing equipment damaging the new superstructure.

This budget price estimate includes a 4.6m wide bridge deck option as well as a 6.0m wide deck option. Our estimate also includes the estimated cost of the demolition and removal of the existing bridge deck in a highly environmentally responsible manner.

Project Details:

The existing bridge will be demolished and removed from the site via concrete saw cutting over a temporarily installed staging (debris deck). The bridge would be cut lengthwise through the centre and again at each end. The two isolated sections will then be hoisted and transported to an approved disposal site. In addition to deck removal, up to 1 m of existing abutment will be removed and the area immediately behind it will be trimmed to a stable slope and covered with geotextile and rip-rap to ensure protection against the elements.

The planned demolition combined with a new bridge will be installed beyond the water's edge of the unnamed creek - no in-water work would be required. Additionally there would be no construction timing restrictions on the project and DFO review would not be required. Lastly, since the work will occur within the municipal road allowance, review and approval from MNRF under the Lakes and Rivers Improvement Act would not be required. Using the Ontario Flood Assessment Tool (OFAT) we determined that demolition of the existing bridge using a temporary bypass would be unfeasible since the Q_2 flow values are in the 8 m^3 range and would require a culvert of up to 1900mm in diameter - which considering the bridge opening would be difficult to install, secure and maintain.

Preconstruction Mobilization - Contractor to arrange for both precast substructures (similar to the detail provided on page 4) and other components and deliver them to the site in advance of construction.

Mobilization will include coordinating delivery of bridge sections when equipment is available at the site to offload them. All granular, rock, geotextile and equipment to be delivered and stored at designated location near the bridge. Existing bridge to remain open with existing load limits during the phase.

The Construction Component of this project is expected to be substantially completed within 10 days of mobilization, with the following weekly milestones.

Week 1 - Bridge Closure to traffic and Old Bridge Removal

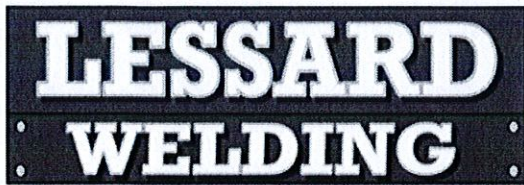
- Install sediment control measures, construction signage and markers.
- Barricade site using barriers and equipment to prevent access by vehicles or pedestrians.
- Carryout initial rough grading on both sides of the bridge. Relocate earth borrow to north side to accommodate new vertical alignment.
- Install temporary staging deck (debris deck) below existing superstructure.
- Cut and remove decking, load and dispose of existing deck sections, remove up to 1 m of existing abutment (to ensure no interference with new superstructure).
- Remove staging deck following bridge removal, commence approach re-grading and excavation to substructure design elevations and locations.

Week 2 - Bridge Closure to traffic - New Bridge Installation

- Finish excavation and substrate preparation for concrete substructure
- Install precast concrete 'T' substructure and apply elastomeric bearing pads
- Complete road realignment and backfill using site select materials
- Remove temporary staging deck
- Complete bank trimming and apply rock rip rap protective cover
- Deliver bridge to site for installation
- Lift and place modular bridge sections into position using 120 ton Crane. Install and torque connection bolts, sediment control plates and bridge opening covers. Carryout rough grading of roadway to match new bridge elevation. Place guiderail posts in pocket anchors as a temporary safety measure prior to bridge reopening.
- Complete final road grading to bridge approaches, bolt all guideposts to post pocket anchors, install guiderail with blocking across both sides of the superstructure. Bridge will reopen to limited local traffic with some delays by users.

Week 3 - New Bridge Open to traffic

- Bridge open to local traffic with some delays by users. Complete guiderail installation, carryout maintenance of sediment control measures, install bridge signs, carryout complete site cleanup, removal of all construction debris, barriers and equipment from site.

**Project Component Costs and Fees For Service:**

Detailed project component cost quotations are attached to this letter and email. The prices reflect our experience with many similar bridge projects.

OPTION A - Replacement of Bridge B6 with a new 4.6 m x 18.3 m Lessard Modular Highway Bridge

1. Construction Services, including detailed Design, Engineering Services & Certification, Demolition, Road Re-alignment (Budget price includes all materials, flex beam guiderail, posts, bearing pad, signs, erosion control, crane rental, construction equipment, labor and mobilization costs. (also includes \$23,000 Professional Engineering Fees)	\$ 231,650.00
2. Fabrication and Supply of 1 only 60ft (18.3m) Modular Bridge	\$ 79,995.00
3. Delivery to Butterfield Road Bridge Site (B6)	1,640.00
4. 20% Contingency Allowance - Construction Activities	\$ 46,330.00
SUBTOTAL	\$ 359,615.00
HST	\$ 46,749.95
TOTAL BUDGET ESTIMATE	\$ 406,364.95

*MNRF and other agencies approvals are **not included** in the above pricing - but can be carried out by design Engineer for additional fees.*

OPTION B - Replacement of Bridge B6 with a new 6 m x 18.3 m Lessard Modular Highway Bridge

1. Construction Services, including detailed Design, Engineering Services & Certification, Demolition, Road Re-alignment (Budget price includes all materials, flex beam guiderail, posts, bearing pad, signs, erosion control, crane rental, construction equipment, labor and mobilization costs. (also includes \$23,000 Professional Engineering Fees)	\$ 231,650.00
2. Fabrication and Supply of 1 only 60ft (18.3m) Modular Bridge	\$ 104,725.00
3. Delivery to Butterfield Road Bridge Site (B6)	\$ 1,640.00
4. 20% Contingency Allowance - Construction Activities	\$46,330.00
SUBTOTAL	\$ 384,345.00
HST	\$ 49,964.85
TOTAL BUDGET ESTIMATE	\$ 434,309.85

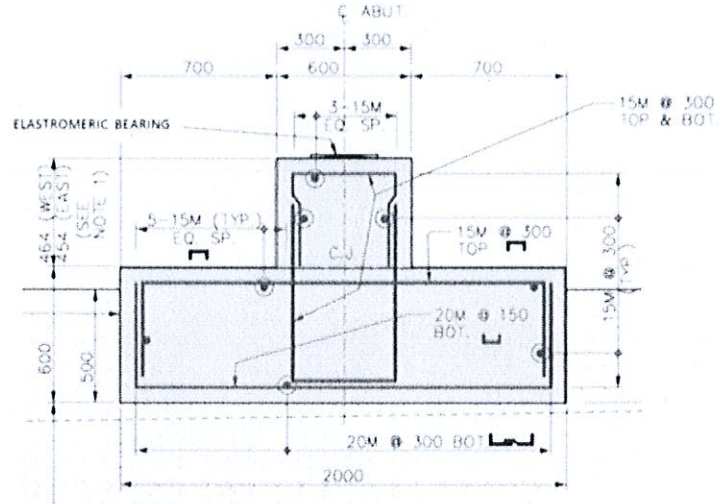
*MNRF and other agencies approvals are **not included** in the above pricing - but can be carried out by design Engineer for additional fees.*

/continued

Budget Estimate Bridge Substructure

Cross sectional view of Precast Concrete 'T' Substructure included in Budget Pricing.

Each unit to be 2 m x 1 m high x 6 m in length and will be placed on 50mm minus material over Terrafix 270R non woven geotextile and compacted to 100% SPD.



As per our most recent discussion, I would make myself available if council requested additional information related to our estimates for this project. I would also provide a short presentation on our company and slides of similar bridge installations that I have facilitated with Lessard Welding and while working for the Ontario Ministry of Natural Resources and Forestry. I will also be available to answer questions and provide more information.

I trust the foregoing is of benefit - please let me know if you have any questions related to the materials and information provided.

Regards,

Tim Lee,
Project Manager- Bridges, Roads and Resource Access
Lessard Welding, 4590 Regional Road 15, Chelmsford, ON P0M 1L0
Cell: 705-644-3976

Attachments:

- Lessard Welding Quotes, excel workbook, Lessard Inspection Report, OFAT map

MEMO

TO: Council
FROM: MAUREEN LANG, CLERK-TREASURER
DATE: JANUARY 12, 2018
RE: Public Works Engineering Position

Attached are two job descriptions that have been evaluated by our HR Consultant. Council had asked for the two options; one for a full Professional Engineer and one for an Engineering Technician.

Staff are looking for direction on which position Council would like to move forward with and what official title they would like to have.

M Lang

DATE OF COUNCIL MTG.	Jan. 16/18
AGENDA ITEM #	9-4

Manager of Public Works-proposed

Municipality of Powassan

Task List

2017-12-22 15:03:35

Summary:	Directs all PW operations for the Municipality of Powassan.		
Location:	Powassan	Group:	(none)
Department:	Public Works	Family:	
Scenario:	all jobs	Reports To:	Clerk/Treasurer
Job Id:	72	Last Update:	2017-12-20

Tasks:

PW Management

1. Provides general direction and control over the PW department and works closely with the Clerk/Treasurer to ensure a high level of communication and coordination between departments of policy and operational issues.
2. Develops and administers the Municipality's road maintenance and construction program within the minimum maintenance standards as directed by the Province.
3. Directs all construction activities including the planning, design, costing and tendering projects, monitoring contractors to ensure work is carried out according to municipal standards and plans.
4. Uses contemporary management techniques and ensures occupational health and safety practices are strictly observed.
5. Drafts operating and capital budgets, discusses plans, priorities and costs with Supervisor, the appropriate committees and Council.
6. Prepares and updates the long term plan for all PW operations, identifying municipal needs for roads, bridges, culverts and fleet.
7. Manages the PW operations within approved budgets and monitors budget performance to ensure the safety and functionality of Municipal roads, sidewalks, bridges, storm sewers, drains, snow removal services, recycling programs, solid waste operations, etc.
8. Manages inventory of equipment, supplies and material required for the maintenance and construction programs and makes recommendations for the purchase on materials and equipment supervises the purchase of goods and services in the event of an emergency.
9. Ensures the regular inspection of all PW infrastructure (roads, culverts, bridges, etc.) dealing with existing and potential problems and making the necessary repairs before they become safety hazards or an inconvenience to the public.
10. Provides advice and guidance to Council on the development of plans, priorities and policies for effective use of PW services, advises of the use of special vehicles and equipment for certain tasks.
11. Puts in place an asset management plan for PW and the Municipality and advises on the use of special vehicles and/or equipment which may be required from time to time.
12. Regularly reviews and updates Council on provincial/federal requirements regarding the functions of PW, including but not limited to water and waste water servicing, landfill site operations, source water protection, salt management, etc.
13. Oversees the maintenance and repair of municipal facilities including PW garages, parks, recreation facilities and administration buildings.
14. Reviews and makes recommendations on planning applications, new entrances, civic addressing, lot grading, drainage plans and new development proposals affecting PW services.
15. Ensures all departmental facilities, equipment and supplies are properly maintained.
16. Reviews and evaluates PW services and makes recommendations for change to Supervisor.
17. Develops, recommends, reviews and updates policies and procedures and standards for all PW services.
18. Responds to all inquiries, requests and complaints from the public.
19. Works with developers/builders and other interested parties on matters affecting development proposals.
20. Prepares written reports for Council on departmental issues and responds as necessary to governmental agencies and departments.
21. Develops and implements a training plan for all departmental staff to ensure qualifications are obtained and maintained including qualifications prescribed by Provincial and Federal agencies.

Supervision

22. Effective supervision of department staff and ensures employees perform their work in compliance with the Ontario Health and Safety Act and accepted safe work practices and procedures.
23. Plans, organizes and assigns work of PW crews and provides leadership and guidance.

Supervision

24. Responsible for the hiring, orientation, training and development, performance management, discipline and makes recommendations regarding discipline and/or dismissal of staff.
25. Modifies work schedules when required to deal with emergency situations and disruptions of services.

Management

26. Develops and recommends cost efficiencies for operations and capital.
27. Develops, recommends and implements policies and procedures for the maintenance and repair of equipment and facilities.
28. Has the legal responsibility for records management, reporting to MOE, attending MOE inspection meetings and liaison with MOE and Ontario Clean Water Agency.
29. Organizes and directs all department activities and consults with the Clerk/Administrator.
30. Prepares and monitors annual department budget and accounts, reviews annual financial and activity reports and authorizes payment of budgeted amounts.
31. Prepares and presents policy advice and reports for Council and ensures the successful implementation of Council policy decisions and programs.
32. Researches community needs and recommends ideas to fulfill identified needs/gaps, attends/hosts public meetings to present/obtains facts.
33. Responsible for water, sewer and wastewater reporting requirements.

Administration

34. Provides regular reports to Council and PW committees on the PW operations, capital projects, information on maintenance programs and investigation of complaints.
35. Serves on special committees requiring PW management expertise and attends meetings of Council/Committees when required.

Other

36. Complies with Municipality of Powassan policies and procedures.
37. Performs other tasks as assigned by management.

Skills and Abilities

38. Successful completion of post secondary training in engineering (CET) and three (3) years related CET and road construction experience.
39. Thorough knowledge of provincial and municipal bylaws, regulations, statutes, codes and standards that apply to the range of services provided by the department.
40. Good understanding of policies and procedures and the capability of researching and writing policies, procedures, bylaws and reports, etc.
41. Working knowledge of municipal road maintenance and road construction.
42. Leadership, negotiation and people management skills.
43. Sound understanding of maintenance needs.
44. Strong time and project management skills.
45. Good working knowledge of finance and budgeting.
46. Ability to identify hazards and provide guidance for the safety of the public and staff.
47. Demonstrated supervisory/management experience.
48. Good public and interpersonal skills to clarify facts, provide accurate information and respond to complaints in a timely manner.
49. Good judgement skills.
50. Ability to interpret blueprints and design specifications.
51. Excellent interpersonal, communication and organizational skills.
52. Knowledge of health and safety regulations, procedures and guidelines.
53. Good understanding of municipal human resource policies and procedures.
54. Good computer skills with proficiency in ms word, excel, powerpoint and related departmental software programs.

Director of Public Works and Engineering-proposed

Municipality of Powassan

Task List

2017-12-22 15:03:35

Summary:	Provides professional engineering services in-house and shared with neighbouring municipalities. Manages the PW department (roads, bridges, drinking water, waste and recycling operations).		
Location:	Powassan	Group:	(none)
Department:	Public Works	Family:	
Scenario:	all jobs	Reports To:	Clerk/Treasurer
Job Id:	73	Last Update:	2017-12-21

Tasks:

PW Management

1. Directs all construction activities including the planning, design, costing and tendering projects, monitoring contractors to ensure work is carried out according to municipal standards and plans.
2. Prepares written reports for Council on departmental issues and responds as necessary to governmental agencies and departments.
3. Provides advice and guidance to Council on the development of plans, priorities and policies for effective use of PW services, advises of the use of special vehicles and equipment for certain tasks.
4. Prepares and updates the long term plan for all PW operations, identifying municipal needs for roads, bridges, culverts and fleet.
5. Drafts operating and capital budgets, discusses plans, priorities and costs with Supervisor, the appropriate committees and Council.

Management

6. Ensures the annual departmental work plans are developed, implemented, monitored, evaluated and are aligned with the long term plan of the Municipality.
7. Works closely with Supervisor to ensure a high level of communication and coordination between departments on policy and operational issues.
8. Manages the day to day operations in a fiscally responsive manner.
9. Provides regular reports to Council/Committees on the PW operation, capital projects, information on maintenance programs and investigation of complaints.
10. Develops, reviews, revises and recommends departmental policies, procedures, service levels and standards.
11. Develops relationships and partnerships with community groups, social agencies, other departments/levels of government, utilities, consultants, contractors, developers, professional associations, etc., on matters relating to PW projects and operations.
12. Recommends and ensures supervision of performance of all contracts and agreements entered into by the Corporation and ensures a process is in place to ensure all contractual obligations are fulfilled in a satisfactory and timely manner.
13. Proactively monitors the availability of grants, subsidies and other forms of funding and ensures eligibility, scheduling/timing and implementation requirements are fulfilled.
14. Implements new technologies in line with extending the life of assets and the development of ongoing new standards.
15. Takes a leadership role in development review.
16. Monitors safety compliance and initiatives.
17. Evaluates and responds to operational challenges and opportunities for improvement.
18. Responds to inquiries and investigates complaints from the public and public agencies.
19. Has signing authority for design changes during construction.
20. Informs Supervisor in the event of an emergency purchase of goods and services.

Engineering

21. Recommends design standards for new developments.
22. Acts as representative of the municipality with business pertaining PW legal issues.
23. Manages multiple construction projects as part of a shared service agreement with a number on municipalities including the Municipality of Powassan
24. Applies design standards and comments on various development submissions for all contracted municipalities.
25. Monitors construction progress and activities, provides directives and changes orders.
26. Designs and prepares engineering drawings for construction works

Engineering

27. Reviews and approves engineering drawings for subdivision developments and ensures compliance.

Operations Management

28. Manages inventory of equipment, supplies and materials required for maintenance and construction programs and makes recommendations to Council on the purchase of materials and equipment.
29. Prepares tenders and contracts for various PW activities and administers construction.
30. Ensures adherence to and compliance with all related legislative and regulatory standards such as Occupational Health and Safety, MTO, CVOR, OPSS, MOE, NMBCA, MNR, MOL and WDO.
31. Directs and oversees new construction and construction administration.
32. Manages, monitors and reports on landfill site operations.
33. Works with consultants to make recommendations regarding waste and recycling operations to extend life of waste site and increase recycling.
34. Reviews and makes recommendations on planning applications, new entrances, civic addressing, lot grading, drainage plans and new development proposals affecting PW services.
35. Regularly inspects or initiates inspections in a proactive manner dealing with problems of potential problems and making necessary repairs before they become a safety hazard or inconvenience to the public.
36. Oversees the maintenance and repair of all Municipal facilities and landfill sites and provides input on other facilities at parks and recreation facilities.

Supervision

37. Effective supervision of department staff and ensures employees perform their work in compliance with the Ontario Health and Safety Act and accepted safe work practices and procedures.
38. Responsible for the hiring, orientation, training and development, performance management, discipline and makes recommendations regarding discipline and/or dismissal of staff.
39. Develops long and short term plans regarding staffing and organizational requirements.
40. Trains staff for proper procedures and safety compliance.
41. Modifies work schedules when required to deal with emergency situations and disruptions of services.
42. Provides effective and regular feedback to staff as part of ongoing performance management

Administration

43. Provides regular reports to Council and PW committees on the PW operations, capital projects, information on maintenance programs and investigation of complaints.
44. Attends Council, Department Heads and team meetings

Other

45. Performs other tasks as assigned by management.
46. Complies with Municipality of Powassan policies and procedures.

Skills and Abilities

47. Bachelor of Science (Civil Engineering), member or eligible for membership in the Association of Professional Engineers.
48. 5 years of related engineering and road/capital projects construction experience
49. Thorough knowledge of provincial and municipal bylaws, regulations, statutes, codes and standards that apply to the range of services provided by the department.
50. Good understanding of policies and procedures and the capability of researching and writing policies, procedures, bylaws and reports, etc.
51. Good public and interpersonal skills to clarify facts, provide accurate information and respond to complaints in a timely manner.
52. Working knowledge of municipal road maintenance and road construction.
53. Leadership, negotiation and people management skills.
54. Strong time and project management skills.
55. Ability to identify hazards and provide guidance for the safety of the public and staff.
56. Demonstrated supervisory/management experience.
57. Good judgement skills.
58. Ability to interpret blueprints and design specifications.
59. Sound understanding of maintenance needs.
60. Excellent interpersonal, communication and organizational skills.
61. Knowledge of health and safety regulations, procedures and guidelines.
62. Good working knowledge of finance and budgeting.

Skills and Abilities

- 63. Good understanding of municipal human resource policies and procedures.
- 64. Good computer skills with proficiency in ms word, excel, powerpoint and related departmental software programs.

M E M O

TO: Council
FROM: MAUREEN LANG, CLERK-TREASURER
DATE: JANUARY 12, 2018
RE: Pay Equity

As Council is aware, we have a Pay Equity Plan in place.

Due to a number of changes in responsibilities and new positions, plus the requirement to maintain pay equity and do a review every five years, I am asking for a commitment from Council to support the review to be done this fall.

Thank you.

DATE OF COUNCIL MTG.	Jan. 16/18
AGENDA ITEM #	9-5.

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW NO. 2018-02

Being a By-Law to appoint a Protective Services Official

WHEREAS pursuant to the Municipal Act, 2001, as amended the Council of a municipality may appoint municipal employees to govern its affairs.

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

1. That Benjamin Mousseau be appointed as Protective Services Official for the Corporation of the Municipality of Powassan.
2. That the annual salary and conditions for this position are outlined on Schedule "A" attached hereto and forming part of this By-Law be adopted.
3. That By-law 2015-29 be rescinded.

Considered **READ** a **FIRST** and **SECOND** time, January 16, 2018.

READ a **THIRD** and **FINAL** time considered passed as such in open Council on the February 6, 2018.

Mayor

Clerk-Treasurer

DATE OF COUNCIL MTG.	Jan 16/18
AGENDA ITEM #	10-1

Schedule "A" to By-Law no. 2018-02
As of January 1, 2018

1. Annual Salary for the position of Protective Services Official reflect Grade 7, Step 3 of the Municipality of Powassan pay grid.
2. That the terms of employment be defined in the employment contract, and agreed upon by both parties
3. That a clear Criminal Record Check be received.

Mayor

Clerk-Treasurer

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW NO. 2018-03

Being a by-law to appoint a CAO-Clerk-Treasurer.

WHEREAS section 229 of the Municipal Act states A municipality may appoint a Chief Administrative Officer (CAO) who shall be responsible for, exercising general control and management of the affairs of the municipality for the purpose of ensuring the efficient and effective operation of the municipality; and performing such other duties as are assigned by the municipality; and

WHEREAS section 228(1) of the Municipal Act, 2001 states a municipality shall appoint a Clerk and provides for specific duties of said Clerk; and

WHEREAS section 286 of the Municipal Act, 2001 states a municipality shall appoint a Treasurer and provides for specific duties of said Treasurer; and

WHEREAS Council deems it desirable to appoint the position of CAO - Clerk-Treasurer for the purposes of the municipal corporation.

NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF POWASSAN ENACTS AS FOLLOWS:

1. That Maureen Lang be and is hereby appointed as CAO-Clerk-Treasurer for the Corporation of the Municipality of Powassan effective upon adoption.
2. That the powers and duties of the CAO-Clerk-Treasurer shall be all those powers and duties as set forth in the Municipal Act, 2001 as amended, and every other Act that sets out powers and duties for a municipal CAO, Clerk and/or Treasurer.
3. That Schedule "A", attached hereto and forming part of this by-law, sets out the terms and conditions of the appointment.
4. That By-law 2011-18 be repealed.

Considered **READ** a **FIRST** and **SECOND** time, January 16, 2018.

READ a **THIRD** and **FINAL** time considered passed as such in open Council on the February 6, 2018.

Mayor

Clerk-Treasurer

DATE OF COUNCIL MTG.	Jan. 16/18
AGENDA ITEM #	10-2

Schedule "A" to By-Law 2018-03
As of January 1, 2018

1. Annual Salary for the position of CAO-Clerk-Treasurer is reflected on Grade 12 of the Powassan Pay Grid.
2. That the Job Description for Clerk-Treasurer is the same as the Job Description for CAO-Clerk-Treasurer and this bylaw is to reflect the Title change and not a change in duties.

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW NO. 2018-04

Being a By-Law to authorize Borrowing for 2018

The Council of the Corporation of the Municipality of Powassan appoints as follows:

1. That the attached Schedule "A" Scotiabank Borrowing By-Law and Securities Agreement be adopted by the Corporation of the Municipality of Powassan.

READ A FIRST time and considered read a **SECOND** and **THIRD** time and adopted as such in open Council meeting this the 16th day of January, 2018

Mayor

Clerk-Treasurer

DATE OF COUNCIL MTG.	Jan. 16/18
AGENDA ITEM #	10-3

WHEREAS the Council

(COUNCIL)

of the

Municipality of Powassan

(NAME OF MUNICIPALITY)

(the "Corporation") deems it necessary to borrow the sum of

Six Hundred Thousanddollars (\$600,000.00) to meet, until the taxes are collected and other revenues are received, current expenditures of the Corporation for the year;

BE IT THEREFORE ENACTED as a By-Law of the Corporation as follows:

(*INSERT TITLES
RATHER
THAN NAMES)

1. The * Treasurer is/are hereby authorized to borrow on behalf of the Corporation from THE BANK OF NOVA SCOTIA (the "Bank") from time to time by way of promissory note or bankers' acceptance a sum or sums not exceeding at any one time Six Hundred Thousand dollars

(\$600,000.00) to meet, until the taxes are collected and other revenues are received, current expenditures of the Corporation for the year 2018.

2. The * Treasurer is/are hereby authorized to sign, make or draw on behalf of the Corporation and to furnish to the Bank from time to time promissory notes or bankers' acceptances for the sum or sums so borrowed with interest or any other charges at such rate as the Bank may from time to time determine.

3. The * Treasurer is/are hereby authorized and directed to furnish to the Bank at the time of each borrowing and at such other times as the Bank may from time to time request, a statement showing the nature and amount of the estimated revenues of the current year not yet collected or where the estimates for the year have not been adopted, a statement showing the nature and amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year and also showing the total of any amounts borrowed in the current year and in any preceding year that have not been repaid.

4. All sums borrowed from the Bank and any interest thereon and any other charges in connection therewith shall, be a charge upon the whole of the revenues of the Corporation for the current year and for any preceding years as and when such revenues are received and that * Treasurer is/are hereby authorized to sign on behalf of the Corporation and to furnish to the Bank an Agreement or Agreements of the Corporation charging the said revenues of the Corporation with payment of all sums borrowed from the Bank and any interest thereon and any other charges in connection therewith.

5. The * Treasurer is/are hereby authorized and directed to apply in payment of all sums borrowed from the Bank, and of any interest thereon and any other charges in connection therewith, all of the moneys hereafter collected or received on account or realized in respect of the taxes levied for the current year and for any preceding years and all of the moneys collected or received from any other source.

CERTIFICATE

I hereby certify that the foregoing is a true copy of By-Law No. 2018-04 of the Corporation of the Municipality of Powassan in the District of Parry Sound duly passed at a meeting of the Council of the said Corporation duly held on the 16 day of January, that the said By-Law is under the seal of the said Corporation and signed by its proper officers as required by law and that the said By-Law is in full force and effect.

DATED this _____ day of _____.

(CORPORATE SEAL)

DATE RECEIVED

By: Sign

**SECURITY AGREEMENT
MUNICIPALITIES AND SCHOOL BOARDS**

To: THE BANK OF NOVA SCOTIA, (the "Bank")

* (DELETE
WHICHEVER IS
INAPPLICABLE)

WHEREAS by a *By-law ~~or Resolution~~ passed by the Council

(COUNCILOR SCHOOLBOARD, ETC.)

of The Corporation of the Municipality of Powassan

(NAME OF MUNICIPALITY, SCHOOLDISTRICT, ETC.)

on the 16th day of January, 2018 authority was given to the

** Treasurer _____ to borrow from
the Bank the sum or sums therein mentioned and this Agreement was authorized.

** (INSERT TITLES
RATHER THAN
NAMES OF
AUTHORIZED
OFFICIALS AS
SET OUT IN THE
BORROWING
BY-LAW OR
RESOLUTION)

AND WHEREAS the Corporation desires to borrow the said sum or sums from the Bank.

NOW IT IS HEREBY AGREED by the Corporation that in consideration of the Bank advancing or providing the said sum or sums to the Corporation that all the revenues of the Corporation of whatever nature and kind are hereby charged to and in favour of the Bank, as security for payment of the moneys so advanced or provided by the Bank and any interest thereon and any other charges in connection therewith and the Bank shall have a lien upon all such revenues until the charge hereby and by the said *By-law ~~or Resolution~~ created is satisfied.

The Corporation represents and warrants that the whole or any part or parts of the revenues of the Corporation are not subject to any prior charge, except as disclosed to the Bank in writing.

*** (FOR MUNICIPALITIES
IN ONTARIO
DELETE THE
PHRASE "ITS
CORPORATE SEAL
TO BE HEREUNTO
AFFIXED UNDER THE
HANDS OF" AND
INSERT INSTEAD
"THIS AGREEMENT TO
BE EXECUTED BY")

IN WITNESS WHEREOF the Corporation has caused *** its corporate seal to be hereunto affixed under the hands of its proper officers as required by law this 16 day of January, 2018.

WITNESS:

) By: Sign _____
) _____
) Title _____
) _____
) _____
) Sign _____ c/s
) _____
) Title _____
) _____

DATE RECEIVED
RECORDED
APPROVED _____
E.O. AUDITOR _____

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW NO. 2018-05 (LINGENFELTER - January 12, 2018)

Being a By-law to amend By-law No. 2003-38, as amended, the Zoning By-law for the Municipality of Powassan with respect to lands located in Part of Lot 26, Concession 2 (South Himsworth) in the Municipality of Powassan in the District of Parry Sound and legally described as Part 2, Plan 42R-5279 and Parts 1 and 3, Registered Plan 42R-xxxx.

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

AND WHEREAS the owners of the subject lands have filed an application with the Municipality of Powassan to amend By-law No. 2003-38, as amended in order to fulfill a condition of Provisional Consent;

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

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

1. Schedule 'B', to Zoning By-law No. 2003-38 as amended, is further amended by zoning lands located in Part of Lot 26, Concession 2 in the Municipality of Powassan and legally described as Part 3, Plan 42R-xxxx, from the Village Residential (RV2) Zone and Environmental Protection (EP) Zone to the Village Residential Exception (RV2-1) Zone as shown on Schedule A-1 attached hereto and forming part of this By-law.
2. And Further, Schedule 'B' to Zoning By-law No. 2003-38 as amended, is further amended by zoning lands located in Part of Lot 26, Concession 2 in the Municipality of Powassan and legally described as Part 2, Plan 42R-5279 and Part 1, Plan 42R-xxxx, from the Village Residential (RV2) Zone and Environmental Protection (EP) Zone to the Village Residential Exception (RV2-2) Zone as shown on Schedule A-1 attached hereto and forming part of this By-law.
3. And Further, Zoning By-law 2003-38 as amended, is further amended by adding the following new sub-sections after Section 4.2.3:

4.2.3.1 Village Residential Exception (RV2-1) Zone

Notwithstanding Section 4.2.2 of the Village Residential (RV2) Zone, on lands located in Part Lot 26, Concession 2 and legally described as Part 3, Plan 42R-xxxx and located in the RV2-1 Zone, the following provisions shall apply:

- a) Minimum lot area: 2,000 square metres

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b) Minimum Rear Yard for a detached storage building: 0.6 metres

4.2.3.2 Village Residential Exception (RV2-2) Zone

Notwithstanding Section 4.2.2 of the Village Residential (RV2) Zone, on lands located in Part Lot 26, Concession 2 and legally described as Part 2 Plan 42R-5279 and Part 1, Plan 42R-xxxx and located in the RV2-2 Zone, the following provisions shall apply:

a) Minimum Front Yard: 7.5 metres

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

READ A FIRST AND SECOND TIME on the 16th day of January 2018.

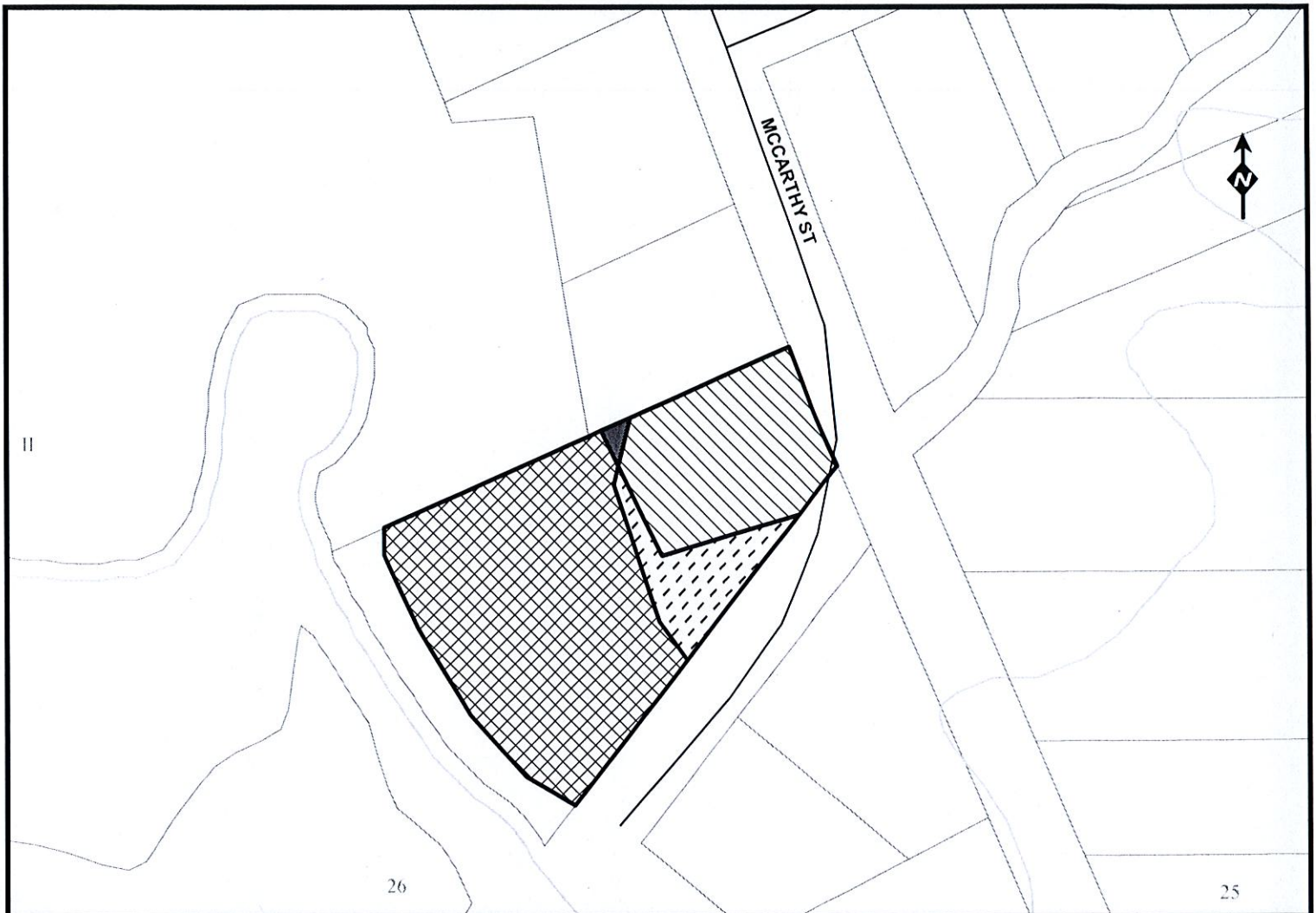
READ A THIRD TIME and finally passed this ---th day of ----- 2018.

Mayor

Clerk

**SCHEDULE 'A-1' TO
ZONING BY-LAW 2018-05
PART OF LOT 26, CONCESSION 2**

**Geographic Township of Himsworth
Municipality of Powassan
District of Parry Sound**



Lands to be rezoned from the Village Residential (RV2) Zone to the Village Residential Exception (RV2-1) Zone.



Lands to be rezoned from the Environmental Protection (EP) Zone to the Village Residential Exception (RV2-1) Zone.



Lands to be rezoned from the Village Residential (RV2) Zone to the Village Residential Exception (RV2-2) Zone.



Lands to be rezoned from the Environmental Protection (EP) Zone to the Village Residential Exception (RV2-2) Zone.

This is Schedule 'A-1' to Zoning By-law 2018-05

Passed this 6 day of February, 2018.

Mayor

Clerk

Corporation of the Township of Chisholm

Municipal Office: 2847 Chiswick Line, Powassan, Ont. P0H 1Z0

Phone (705)724-3526 - Fax (705)724-5099

info@chisholm.ca

Leo Jobin, Mayor
Linda Ringler, Clerk-Treasurer

January 10, 2018

Mayor Peter McIsaac
Municipality of Powassan
466 Main Street, Box 250
Powassan, ON P0H 1Z0

Dear Peter:

Re: Chisholm Fire Agreement

This is in response to your concerns regarding the provision of short term emergency fire coverage in light of the Township's loss of its pumper fire truck, which were discussed by the Council of the Corporation of the Township of Chisholm at its January 9th, 2018 meeting.

Let me assure you that the Township is doing everything it can to replace the pumper truck as quickly as possible. The Township has made an offer on a pumper fire truck, and hopes it will be accepted very soon. We want our own equipment back in service as soon as possible and would anticipate that if the offer is accepted, the pumper truck could be in service within two to three weeks.

Please be assured that the Township of Chisholm is prepared to pay for repair costs if there is an equipment breakdown on your equipment while responding to a Chisholm fire call during this period without our own pumper truck.

Council is deeply grateful for the patience you have shown in this matter, and is confident that it will soon have a pumper truck back in service. Thank you.

Sincerely,



Leo Jobin
Mayor

DATE OF COUNCIL MTG.	Jan. 16/18
AGENDA ITEM #	11-1

Ministry of the Environment and
Climate Change
Safe Drinking Water Branch
Timmins/North Bay District
191 Booth Road
Unit 16 & 17
North Bay, ON P1A 4K3
Tel.: 705-497-6865
Fax: 705-497-6866

Ministère de l'Environnement et de l'Action en
matière de changement climatique
Direction du contrôle de la qualité de l'eau potable
Bureau de District, Timmins/North Bay
191 rue Booth
unité 16 et 17
North Bay ON P1A 4K3
Tél. : 705-497-6865
Téléc. : 705-497-6866



January 9, 2018

Sent via e-mail: mlang@powassan.net

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

Attention: Maureen Lang - Clerk-Treasurer

Dear Ms. Lang,

**RE: 2017-2018 Inspection Report for the Powassan Drinking Water System
Drinking Water System no. 220000576
Inspection Report No. 1-F7QGL**

On November 28, 2017 I conducted the annual inspection of the Powassan Drinking Water System. The inspection included a site visit to the water treatment plant as well as a document review for the period November 16, 2016 to November 27, 2017.

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, licenses, permits, orders, or instructions. Such violations could result in the issuance of mandatory abatement instruments including Orders, tickets, penalties, or referrals to the Ministry's Investigations and Enforcement Branch.

Please note that the section "Recommended Actions" suggests the actions the owner and the operating authority should consider implementing in order to advance efforts already in place to address issues of source protection and emergency preparedness. Items which appear as "recommended actions" do not, in themselves, constitute violations.

Section 19 of the Safe Drinking Water Act, 2002 (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware that the Ministry has encouraged such individuals, particularly municipal councilors, to take steps to be better informed about the drinking water systems over which they have decision making authority. These steps could include asking for a copy of this inspection report and review of its findings. Further information about Section 29 can be found in "Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils" found at <https://www.ontario.ca/page/drinking-water>.

DATE OF COUNCIL MTG.	Jan 16/18
AGENDA ITEM #	12-1

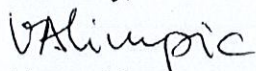
To measure the individual inspection results, the Ministry has established an inspection compliance risk framework based on the principles of the Inspection, Investigation and Enforcement Secretariat and the advice of internal and external risk experts. The Inspection Summary Rating Record (IRR), included as Appendix A of the inspection report, provides a summarized quantitative measurement of the drinking water system's annual inspection and regulated water quality testing performance. Please review the attached IRR methodology memo describing how the risk rating model has improved to better reflect the health related and administrative non-compliance found in the inspection report.

IRR ratings are published (for the previous inspection year) in the Ministry's Chief Drinking Water Inspector's Annual Report. If you have any questions or concerns regarding the rating, please contact Sherry Ilersich, Water Compliance Supervisor – Timmins/North Bay at (705) 495-3834.

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

Thank you for your co-operation. If you have any questions about this inspection report, please contact me at (705) 497-6942 or by email at vesna.alimpic@ontario.ca.

Sincerely,



Vesna Alimpic
Water Inspector/Provincial Officer
Safe Drinking Water Branch
Ministry of the Environment and Climate Change
North Bay Office

- c: Scott Toebes, Operator, Public Works, The Corporation of the Municipality of Powassan
Paul Dyrda, Sr. Operations Manager, Near North Cluster, Ontario Clean Water Agency (OCWA)
Joshua Gravelle, Process and Compliance Technician, North Eastern Ontario Hub, OCWA
John Hemingway, Operator for DWS, North Eastern Ontario Hub, OCWA
Robert A-Muhong, Manager, Environmental Health, North Bay Parry Sound District Health Unit
Sue Miller, Manager of Source Water Protection, North Bay Mattawa Conservation Authority
Sherry Ilersich, Supervisor, Safe Drinking Water Branch, Timmins/North Bay, MOECC



Ministry of the Environment and Climate Change

POWASSAN DRINKING WATER SYSTEM

Inspection Report

Site Number:	220000576
Inspection Number:	1-F7QGL
Date of Inspection:	Nov 28, 2017
Inspected By:	Vesna Alimpic

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APPENDICES**APPENDIX A – INSPECTION RATING RECORD****APPENDIX B – STAKEHOLDER APPENDIX**

OWNER INFORMATION:

Company Name:	POWASSAN, THE CORPORATION OF THE MUNICIPALITY OF	Unit Identifier:	
Street Number:	466		
Street Name:	MAIN St		
City:	POWASSAN		
Province:	ON	Postal Code:	P0H 1Z0

CONTACT INFORMATION

Type:	Owner	Name:	Maureen Lang
Phone:	(705) 724-2813	Fax:	
Email:	mlang@powassan.net		
Title:	Clerk-Treasurer, The Corporation of the Municipality of Powassan		
Type:	Owner	Name:	Scott Toebes
Phone:	(705) 724-2813	Fax:	(705) 724-5533
Email:			
Title:	Operator, Public Works, The Corporation of the Municipality of Powassan		
Type:	Operating Authority	Name:	Dyrda Paul
Phone:	(705) 303-9767	Fax:	
Email:	pdyrda@ocwa.com		
Title:	Operations Manager - OCWA Near North Cluster		
Type:	Operating Authority	Name:	John Hemingway
Phone:	(705) 386-0594	Fax:	
Email:	jhemingway@ocwa.com		
Title:	Operator - OCWA Near North Cluster		
Type:	Operating Authority	Name:	Joshua Gravelle
Phone:	(705) 568-7000	Fax:	
Email:	jgravelle@ocwa.com		
Title:	Process and Compliance Technician		
Type:	Health Unit	Name:	Robert A-Muhong
Phone:	(705) 474-1400	Fax:	
Email:	robert.a-muhong@nbpsdhu.ca		
Title:	Manager - Environmental Health Manager		
Type:	Conservation Authority	Name:	Sue Miller
Phone:	(705) 474-5420	Fax:	
Email:	sue.miller@nbmca.on.ca		
Title:	Manager - Source Water Protection, North Bay Mattawa Conservation Authority		
Type:	Ministry of Environment	Name:	Sherry Ilersich
Phone:	(705) 495-3834	Fax:	
Email:	sherry.ilersich@ontario.ca		
Title:	Water Compliance Supervisor - Timmins / North Bay - SDWB		

INSPECTION DETAILS:

Site Name:	POWASSAN DRINKING WATER SYSTEM
Site Address:	POWASSAN
County/District:	Powassan
MOECC District/Area Office:	North Bay Area Office
Health Unit:	NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT
Conservation Authority:	North Bay Mattawa Conservation Authority
MNR Office:	North Bay Regional Office
Category:	Large Municipal Residential
Site Number:	220000576
Inspection Type:	Announced
Inspection Number:	1-F7QGL
Date of Inspection:	Nov 28, 2017
Date of Previous Inspection:	Nov 01, 2016

COMPONENTS DESCRIPTION

Site (Name):	MOE DWS Mapping
Type:	DWS Mapping Point

Sub Type:

Site (Name):	Well #1 (Raw Water)
Type:	Source

Sub Type: Ground

Comments:

The Drinking Water Works Permit (DWWP) no. 266-201 issue No. 2 describes Well # 1 as follows:

- 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.

Note: There is a monitoring well located 5 m to the south of Well # 1 and protected by a 450 mm diameter, vertical corrugated steel pipe around the well casing and standing 1.2 m above ground level.

Site (Name):	Well #2 (Raw Water)
Type:	Source

Sub Type: Ground

Comments:

The Drinking Water Works Permit (DWWP) no. 266-201 issue No. 2 describes Well # 2 as follows:

- 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.

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.

Site (Name):	Treated Water
Type:	Treated Water POE

Sub Type: Pumphouse

Comments:

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:

- 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.

Site (Name): In-Ground Reservoir

Type: Other

Sub Type: Reservoir

Comments:

The Drinking Water Works Permit (DWWP) no. 266-201 issue No. 2 describes the off-site storage reservoir as follows:

- 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 valve and a 200 mm diameter bypass line with a control valve.

The reservoir has an operating high water level of 310 m.

The facility has a prefabricated re-chlorination building located on top of an in-ground valve chamber with the following equipment:

- 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

Site (Name): Distribution

Type: Other

Sub Type: Other

Comments:

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.

INSPECTION SUMMARY:

Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment and Climate Change (MOECC) legislation as well as evaluating conformance with ministry drinking water related 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.

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.

This report is based on a "focused" inspection of the system. Although the inspection involved fewer activities than those normally undertaken in a detailed inspection, it contained critical elements required to assess key compliance issues. This system was chosen for a focused inspection because the system's performance met the ministry's criteria, most importantly that there were no deficiencies as identified in O.Reg. 172/03 over the past 3 years. The undertaking of a focused inspection at this drinking water system does not ensure that a similar type of inspection will be conducted at any point in the future.

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.

On November 28, 2017 Ministry of the Environment and Climate Change Water Inspector and Provincial Officer Vesna Alimpic conducted an inspection of Powassan Drinking Water System (DWS). The inspecting officer was accompanied with John Hemingway, Ontario Clean Water Agency (OCWA), Operator for the DWS and Scott Toebe, The Corporation of the Municipality of Powassan, Public Works System Operator.

The Corporation of the Municipality of Powassan is the owner of the system. The operating authority for the Powassan DWS is OCWA.

The inspection included a tour and physical review of the components of the drinking water system and a review of the system documents for the period from the last inspection completed November 1, 2016 to the date of the current inspection. This period is referred to as the "inspection period" in this report. Specifically, this included a review and assessment of operating practices in relation to the following documents:

- Drinking Water Systems Regulation O. Reg. 170/03
- Certification of Drinking Water Systems Operators Regulation O. Reg. 128/04
- Permit to Take Water (PTTW) No. 7346-8VFJKR, issued June 21, 2009
- Municipal Drinking Water Licence (MDWL) No. 266-101, Issue No. 2 dated April 18, 2016
- Drinking Water Works Permit (DWWP) No. 266-201, Issue No. 2 dated April 18, 2016
- Previous Ministry inspection report dated November 10, 2016.

Source

- 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.

Visual inspection of the above-ground portion of the two production wells during the inspection showed no evidence of entry of surface water or other foreign materials around the wells.

Source

- **Measures were in place to protect the groundwater and/or GUDI source in accordance with any the Municipal Drinking Water Licence and Drinking Water Works Permit issued under Part V of the SDWA.**

Condition 16.2.8 of Schedule B of MDWL requires there is an inspection schedule for all wells associated with the drinking water system, including all protection wells, standby wells, test wells and monitoring wells. Condition 16.2.9 of the MDWL requires that there are well inspection and maintenance procedures for the entire well structure of each well including all above and below grade well components. Condition 16.2.10 requires that remedial action plans are developed for situations where an inspection indicates noncompliance with respect to regulatory requirements and/or risk to raw well water quality.

OCWA has developed an inspection schedule for production and test wells. Visual inspections of above-grade components of production wells and the security of the monitoring and test wells are conducted by the OCWA operators annually. Below grade components of wells are inspected every five years by a licensed well contractor. The Standard Operating Procedure for Powassan DWS contains procedures for above grade and below grade inspections of well components. In case of noncompliance with respect to regulatory requirements and/or risk to raw water quality, OCWA has established procedures for contacting and hiring qualified companies.

Capacity Assessment

- **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.**

Schedule A of DWWP lists two magnetic flowmeters, one at each of the raw water feed pipes. During the inspection it was observed that the flowmeters are installed as required by the DWWP.

- **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.**

The MDWL specifies the rated capacity for the facility of 1313 m³/day. Average raw water flow for the inspection period for the facility (Well # 1 and Well # 2 combined) was 387.8 m³/day. The highest flow for the facility was recorded on December 6, 2016 with 736.1 m³/day, which amounts to 56% of the rated capacity in the MDWL.

Treatment Processes

- **The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.**

During the inspection, the water treatment processes were demonstrated to the inspecting officer by the operator. All equipment specified in the DWWP was present at the time of the inspection.

- **The owner/operating authority was in compliance with the requirement to prepare Form 2 documents as required by their Drinking Water Works Permit during the inspection period.**

Schedule B, Condition 4.5 requires that the owner must verify in writing that any addition, modification, replacement or removal of drinking water system components in accordance with conditions 4.1, 4.2 or 4.3 has met the requirements of the conditions listed in condition 4.4. Condition 4.6 specifies that the verifications and documentation required in condition 4.5 shall be recorded on "Form 2 – Record of Minor Modifications or Replacements to the Drinking Water System", as published by the Ministry of the Environment and Climate Change, prior to the modified or replaced components being placed into service and retained for a period of ten (10) years by the owner.

On June 12, 2017 a lightning strike damaged the reservoir level sensor and communication link to the well house. The damaged level controller Milltronic Multiranger 200 was replaced with a newer unit Milltronic Multiranger 200 HMI and a Milltronic transducer was replaced with an identical unit on July 4, 2017, which was documented in two

Treatment Processes

Form 2 documents signed by the Corporation of the Municipality of Powassan's Clerk/Treasurer. Both forms are kept by the owner and operating authority and were made available at the inspecting Provincial Officer's request during the inspection.

- **Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities required under Ontario Regulation 170/03 or a Drinking Water Works Permit and/or Municipal Drinking Water Licence issued under Part V of the SDWA at all times that water was being supplied to consumers.**

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

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

MDWL specifies the following criteria for achievement of assigned log removal/inactivation credits for the process of chlorination at Powassan Drinking Water System:

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

Based on the review of the available monitoring documents, the following has been determined:

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

The review of free chlorine monitoring trends and remote daily free chlorine residual summary sheets has shown that there were no instances when free chlorine concentration at the monitoring location was lower than 0.45 mg/L during the inspection period. During the inspection period, the average free chlorine residual concentrations at the monitoring location ranged from 1.33 to 2.41 mg/L with the lowest free residual chlorine concentration recorded on September 5, 2017 at 0.94 mg/L.

- **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.**

During the inspection period, there were no instances when free chlorine residual in the distribution system was

Treatment Processes

measured at concentration less than 0.05 mg/L. The lowest free chlorine residual during this period was measured on September 22, 2017 at 0.50 mg/L. The highest free chlorine concentration in the distribution was measured on November 7, 2016 at 2.3 mg/L.

Treatment Process Monitoring

- **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.**

As required by the MDWL, sampling and testing for free chlorine residual is carried out at the end of the 49 metre, 600 mm diameter serpentine contact pipe, i.e. at the location where the intended CT has just been completed.

- **The secondary disinfectant residual was measured as required for the distribution system.**

Subsection 7-2(3) of Schedule 7 of O. Reg. 170/03 requires that the owner of a large municipal residential system that provides secondary disinfection and the operating authority for the system must ensure that at least seven distribution samples are taken each week and are tested immediately for free chlorine residual. Unless at least one sample is taken on each day of the week, at least four of the samples must be taken on one day of the week, at least 48 hours after the last sample was taken in the previous week. At least three of the samples must be taken on a second day of the week, at least 48 hours after the last sample was taken. When more than one sample is taken on the same day of the week under paragraph 1 or 2, each sample must be taken from a different location.

According to the data provided, secondary disinfectant was measured as required during the inspection period. Seven free chlorine residual samples were collected weekly from the distribution system: four samples are collected on Mondays or Tuesdays and three samples are collected on Thursdays or Fridays. Samples were collected at least 48 hours after the last sample was collected for this purpose in the same or previous week.

- **Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.**

Continuous monitoring test results are examined by the on-duty operator at Powassan Water Treatment Plant (WTP) and remotely via SCADA HMI at the Callander Water Treatment Plant.

Based on the review of the Remote Daily Free Chlorine Residual Summary Sheets and facility's logbook for the inspection period, it appears that the monitoring test results were reviewed within 72 hours of the test.

- **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.**

Free chlorine residual concentration required to achieve primary disinfection for the worst conditions at Powassan WTP is 0.45 mg/l. Continuous chlorine analyzer is equipped with an alarm that signals when free chlorine concentration reaches 0.8 mg/L. The alarm is enunciated at the pumphouse as well as the security company contracted by the operating authority. The security company contacts the overall responsible operator by phone in case of all alarms from Powassan DWS. In case of a low chlorine alarm, i.e. free chlorine residual at 0.8 mg/L, the active low lift pump automatically shuts off disabling the flow of raw water towards the chlorine contact pipe. Maximum alarm setting for free chlorine residual is set at 4.0 mg/L for high free chlorine concentration and 4.5 mg/L for high high free chlorine residual concentration. Delay of all free chlorine residual alarm set points is 10 seconds.

- **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.**

Treatment Process Monitoring

- **All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation.**

The online chlorine analyzer is inspected and verified against a handheld chlorine analyzer monthly and calibrated annually. The handheld analyzer is also calibrated annually.

Operations Manuals

- **The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.**

Operations and maintenance materials kept on site contain plans, drawings and process descriptions sufficient for the safe and efficient operation of the subsystem.

- **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.**

Review of the operations and maintenance manuals during the inspection showed that the requirements of Condition 16.0 of Schedule B of MDWL were met. Components and procedures listed in the Condition 16.2 were found in the following binders: Powassan Ground Water Well Supply Maintenance Manual Volume 1 and 2, Powassan Water Supply Distribution and Storage System Upgrades Volumes I to III, OCWA Standard Operating Procedures and Powassan Water System Operations Manual. Required information is also found in treatment equipment manuals and in OCWA internal files.

It is recommended that a review of documents found at the pumphouse be performed and outdated information is removed.

Security

- **The owner had provided security measures to protect components of the drinking water system.**

The Powassan DWS pumphouse is kept locked with intruder alarm installed on the door. The intruder alarm was tested in June and August 2017. During the inspection, no potential for intruder access was observed in the pumphouse. Operators visit the facility two to four times a week. Powassan DWS reservoir is in an area with gated access. The rechlorination building next to the reservoir is kept locked and is equipped with intruder alarm.

Door locks on the well house were repaired on November 29, 2016. On December 28, 2017 an on-call operator responded to a notification about an intruder alarm signal from contracted security agency. When the operator arrived on site, the front door was wide open, however the inspection of the facility showed all looked fine. This was an isolated incident, however it should be taken seriously. It is recommended that testing of intruder alarm is performed more frequently and a record of testing is made.

Certification and Training

- **The overall responsible operator had been designated for each subsystem.**

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

- **Operators in charge had been designated for all subsystems which comprised the drinking-water system.**

The operator attending the subsystem and having the required subsystem operator certificate is designated as an operator in charge.

Certification and Training

- All operators possessed the required certification.
- Only certified operators made adjustments to the treatment equipment.

Water Quality Monitoring

- All microbiological water quality monitoring requirements for distribution samples were being met.

Section 10-2 of Schedule 10 of O. Reg. 170/03 requires that the owner of a drinking-water system and the operating authority for the system must ensure that at least nine distribution samples are taken every month, with at least one of the samples being taken in each week. The owner of the drinking-water system and the operating authority for the system must ensure that each of the samples is tested for *Escherichia coli* and total coliforms and that at least 25 per cent of the samples required to be taken are tested for general bacteria population expressed as colony counts on a heterotrophic plate count (HPC).

Review of lab results from the inspection period has shown that samples from the distribution were collected weekly and tested for *E. coli* and total coliforms, resulting in 12 to 15 monthly samples. Every week, a distribution sample was tested for HPC with the exception of week March 19 to March 25, 2017, when due to laboratory accident no result was obtained for HPC from the submitted sample, and week from July 23 to July 29, 2017 when 2 distribution samples were tested for HPC.

- All microbiological water quality monitoring requirements for treated samples were being met.

Section 10-3 of Schedule 10 of O. Reg. 170/03 requires that the owner of a drinking-water system and the operating authority for the system must ensure that a water sample is taken at least once every week and tested for, (a) *Escherichia coli*; (b) total coliforms; and (c) general bacteria population expressed as colony counts on a heterotrophic plate count.

Review of lab results during the inspection period has shown that samples of treated water are collected at the pump house weekly and tested for *E. coli*, total coliforms and general bacteria population. In the week from March 19 to March 25, 2017, due to laboratory accident no result was obtained for HPC from the sample collected on March 20. A supplementary sample was collected on March 23, 2017 and tested for *E. coli*, total coliforms and general bacteria population.

Note: It was noted that the exact time of sampling was not recorded for a raw water sample from Well # 2 on September 25, 2017, which was collected during sampling of treated water. This appears to be an isolated incident.

- 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 of a large municipal residential system and the operating authority for the system must ensure that at least one treated water sample is taken every 36 months, if the system obtains water from a raw water supply that is ground water. The owner of a large municipal residential system and the operating authority for the system must ensure that each of the samples is tested for every parameter set out in Schedule 23 (Inorganics).

Subsection 6-1.1(6) of Schedule 6 of O. Reg. 170/03 specifies that if this Regulation requires at least one water sample to be taken every 36 months and tested for a parameter, the owner of the drinking water system and the operating authority for the system must ensure that at least one sample that is taken during a 36-month period for the purpose of being tested for that parameter is taken not more than 60 days before or after the third anniversary of the day a sample was taken for that purpose in the previous 36-month period.

Water Quality Monitoring

Sampling for the purpose of testing for Schedule 23 parameters was conducted on January 26, 2015.

Note: Required sampling period for Schedule 23 parameters is from November 27 to no later than March 26, 2018.

- **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 of a large municipal residential system and the operating authority for the system must ensure that at least one treated water sample is taken every 36 months, if the system obtains water from a raw water supply that is ground water. The owner of a large municipal residential system and the operating authority for the system must ensure that each of the samples is tested for every parameter set out in Schedule 24 (Organics).

Subsection 6-1.1(6) of Schedule 6 of O. Reg. 170/03 specifies that if this Regulation requires at least one water sample to be taken every 36 months and tested for a parameter, the owner of the drinking water system and the operating authority for the system must ensure that at least one sample that is taken during a 36-month period for the purpose of being tested for that parameter is taken not more than 60 days before or after the third anniversary of the day a sample was taken for that purpose in the previous 36-month period.

Sampling for the purpose of testing for Schedule 24 parameters was conducted on January 26, 2015.

Note: Required sampling period for Schedule 24 parameters is from November 27 to no later than March 26, 2018.

- **All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.**

Effective January 1, 2017, section 13-6.1 of Schedule 13 of O. Reg. 170/03 requires that the owner of a drinking water system that provides chlorination and the operating authority for the system must ensure that at least one distribution sample is taken in each calendar quarter, from a point in the drinking water systems distribution system, or plumbing that is connected to the drinking water system, that is likely to have an elevated potential for the formation of haloacetic acids and tested for haloacetic acids (HAAs). O. Reg. 170/03 defines the "calendar quarter" as the three-month period that begins on January 1, April 1, July 1 or October 1. Effective January 1, 2020, a standard for HAAs will be introduced. The standard will be 0.08 mg/L (80 µg/L) and will be expressed as a running annual average (RAA) of quarterly results.

During the inspection period, samples were collected and tested for HAAs on January 26, 2017, April 24, 2017, July 12, 2017 and October 19, 2017. The test results of HAAs in all samples were below the laboratory's detectable limit of 5.3 µg/L.

- **All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.**

Subsection 13-6 of Schedule 13 of O. Reg. 170/03 requires the owner of a drinking water system that provides chlorination and the operating authority for the system must ensure that at least one distribution sample is taken in each calendar quarter, from a point in the drinking water system's distribution system that is likely to have an elevated potential for the formation of trihalomethanes and tested for trihalomethanes (THMs).

O. Reg. 169/03 sets the standard for THMs at 0.100 mg/L (100 µg/L) expressed as a RAA, where RAA is defined as "the running annual average of quarterly results" for THMs for a drinking water system. O. Reg. 170/03 defines the "calendar quarter" as the three-month period that begins on January 1, April 1, July 1 or October 1.

During the inspection period, samples were collected and tested for THMs on the following dates and with following results: January 26, 2017 at 3 µg/L, April 24, 2017 at 2 µg/L, July 12, 2017 at 4.2 µg/L, and October 19, 2017 at 4.6

Water Quality Monitoring

µg/L. Current RAA for THMs is 3.5 µg/L.

- **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 of a drinking water system and the operating authority for the system must ensure that at least one water sample is taken every three months and tested for nitrate and nitrite.

During the inspection period, samples of treated water were collected and tested for nitrate and nitrite on January 26, 2017, April 24, 2017, July 12, 2017 and October 19, 2017.

- **All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Section 13-8 of Schedule 13 requires that the owner of a drinking water system and the operating authority for the system must ensure that at least one treated water sample is taken every 60 months and tested for sodium.

The most recent sample was collected and tested for sodium on February 27, 2017.

- **All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Section 13-9 of Schedule 13 requires that the owner of a drinking water system and the operating authority for the system must ensure that at least one treated water sample is taken every 60 months and tested for fluoride.

According to the information provided, the most recent sampling for fluoride was done on January 20, 2014.

- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**

Water Quality Assessment

- **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).**

Reporting & Corrective Actions

- **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.**

Review of the facility's logbook has shown that operators responded in a timely manner to triggered alarms and took appropriate actions to address the reasons for alarm.

Other Inspection Findings

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

Not Applicable

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.

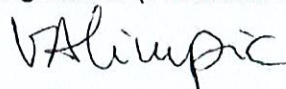
Not Applicable

SIGNATURES

Inspected By:

Vesna Alimpic

Signature: (Provincial Officer)



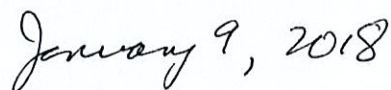
Reviewed & Approved By:

Sherry Ilersich

Signature: (Supervisor)



Review & Approval Date:



Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.

APPENDIX A

Inspection Summary Rating Record

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2017-2018)

DWS Name: POWASSAN DRINKING WATER SYSTEM
DWS Number: 220000576
DWS Owner: Powassan, The Corporation Of The Municipality Of
Municipal Location: Powassan

Regulation: O.REG 170/03

Category: Large Municipal Residential System

Type Of Inspection: Focused

Inspection Date: November 28, 2017

Ministry Office: North Bay Area Office

Maximum Question Rating: 433

Inspection Module	Non-Compliance Rating
Source	0 / 28
Capacity Assessment	0 / 30
Treatment Processes	0 / 60
Operations Manuals	0 / 28
Certification and Training	0 / 42
Water Quality Monitoring	0 / 112
Reporting & Corrective Actions	0 / 21
Treatment Process Monitoring	0 / 112
TOTAL	0 / 433

Inspection Risk Rating 0.00%

FINAL INSPECTION RATING: 100.00%

Ministry of the Environment - Detailed Inspection Rating Record (Reporting Year - 2017-2018)

DWS Name: POWASSAN DRINKING WATER SYSTEM
DWS Number: 220000576
DWS Owner: Powassan, The Corporation Of The Municipality Of
Municipal Location: Powassan

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Focused
Inspection Date: November 28, 2017
Ministry Office: North Bay Area Office

Maximum Question Rating: 433

Inspection Risk Rating	0.00%
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FINAL INSPECTION RATING:	100.00%
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APPENDIX B

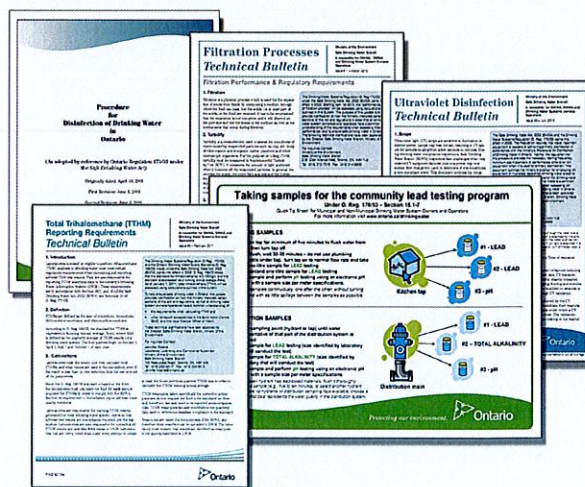
STAKEHOLDER APPENDIX

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

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

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Public Information Centre if you need assistance or have questions at 1-800-565-4923/416-325-4000 or picemail.moe@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/drinkingwater and email drinking.water@ontario.ca to subscribe to drinking water news.



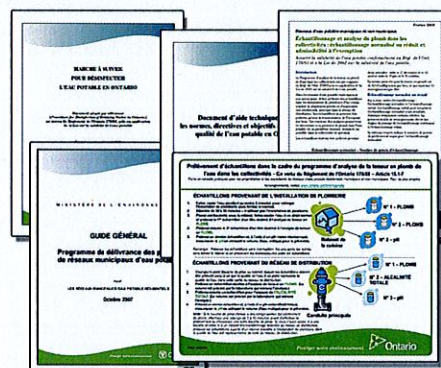
PUBLICATION TITLE	PUBLICATION NUMBER
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	7889e01
FORMS: Drinking Water System Profile Information, Laboratory Services Notification, Adverse Test Result Notification Form	7419e, 5387e, 4444e
Procedure for Disinfection of Drinking Water in Ontario	4448e01
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	7152e
Total Trihalomethane (TTHM) Reporting Requirements Technical Bulletin (February 2011)	8215e
Filtration Processes Technical Bulletin	7467
Ultraviolet Disinfection Technical Bulletin	7685
Guide for Applying for Drinking Water Works Permit Amendments, Licence Amendments, Licence Renewals and New System Applications	7014e01
Certification Guide for Operators and Water Quality Analysts	
Guide to Drinking Water Operator Training Requirements	9802e
Taking Samples for the Community Lead Testing Program	6560e01
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	7423e
Guide: Requesting Regulatory Relief from Lead Sampling Requirements	6610
Drinking Water System Contact List	7128e
Technical Support Document for Ontario Drinking Water Quality Standards	4449e01

ontario.ca/drinkingwater

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 Centre d'information au public au 1 800 565-4923 ou au 416 325-4000, ou encore à picemail.moe@ontario.ca si vous avez des questions ou besoin d'aide.

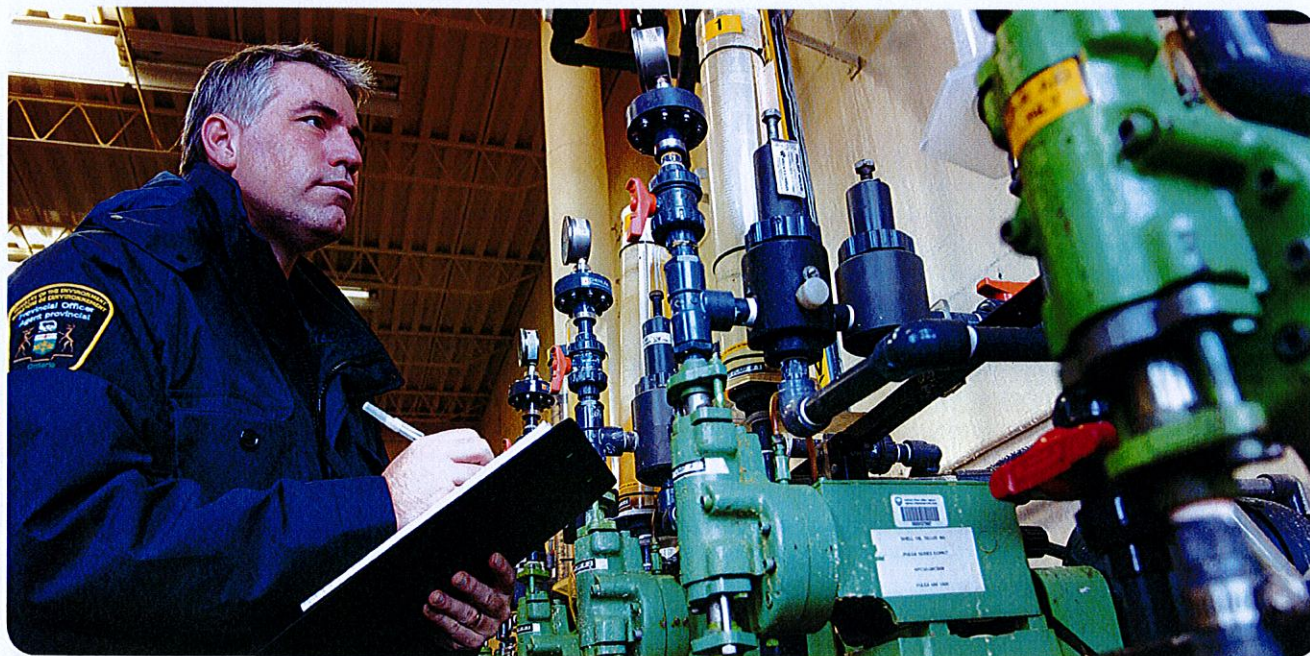


Pour plus de renseignements sur l'eau potable en Ontario, consultez le site www.ontario.ca/eaupotable ou envoyez un courriel à drinking.water@ontario.ca pour suivre l'information sur l'eau potable.

TITRE DE LA PUBLICATION	NUMÉRO DE PUBLICATION
Prendre soin de votre eau potable – Un guide destiné aux membres des conseils municipaux	7889f01
Renseignements sur le profil du réseau d'eau potable, Avis de demande de services de laboratoire, Formulaire de communication de résultats d'analyse insatisfaisants et du règlement des problèmes	7419f, 5387f, 4444f
Marche à suivre pour désinfecter l'eau potable en Ontario	4448f01
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids (en anglais seulement)	7152e
Total Trihalomethane (TTHM) Reporting Requirements: Technical Bulletin (février 2011) (en anglais seulement)	8215e
Filtration Processes Technical Bulletin (en anglais seulement)	7467
Ultraviolet Disinfection Technical Bulletin (en anglais seulement)	7685
Guide de présentation d'une demande de modification du permis d'aménagement de station de production d'eau potable, de modification du permis de réseau municipal d'eau potable, de renouvellement du permis de réseau municipal d'eau potable et de permis pour un nouveau réseau	7014f01
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	
Guide sur les exigences relatives à la formation des exploitants de réseaux d'eau potable	9802f
Prélèvement d'échantillons dans le cadre du programme d'analyse de la teneur en plomb de l'eau dans les collectivités	6560f01
Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l'exemption	7423f
Guide: Requesting Regulatory Relief from Lead Sampling Requirements (en anglais seulement)	6610
Liste des personnes-ressources du réseau d'eau potable	7128f
Document d'aide technique pour les normes, directives et objectifs associés à la qualité de l'eau potable en Ontario	4449f01

ontario.ca/eaupotable

APPLICATION OF THE RISK METHODOLOGY USED FOR MEASURING MUNICIPAL RESIDENTIAL DRINKING WATER SYSTEM INSPECTION RESULTS



The Ministry of the Environment (MOE) has a rigorous and comprehensive inspection program for municipal residential drinking water systems (MRDWS). Its objective is to determine the compliance of MRDWS with requirements under the Safe Drinking Water Act and associated regulations. It is the responsibility of the municipal residential drinking water system owner to ensure their drinking water systems are in compliance with all applicable legal requirements.

This document describes the risk rating methodology, which has been applied to the findings of the Ministry's MRDWS inspection results since fiscal year 2008-09. The primary goals of this assessment

are to encourage ongoing improvement of these systems and to establish a way to measure this progress.

MOE reviews the risk rating methodology every three years to account for legislative and societal changes that affect acceptable risk levels. As a result of the most recent review, the methodology has been modified to present an improved metric for the evaluation of the risk/safety of MRDWS operations.

The Ministry's Municipal Residential Drinking Water Inspection Protocol contains up to 14 inspection modules and consists of approximately 120 regulatory questions. Those protocol questions are also linked to definitive guidance that

ontario.ca/drinkingwater

ministry inspectors use when conducting MRDWS inspections. The questions address a wide range of regulatory issues, from administrative procedures to drinking water quality monitoring. Additionally, the inspection protocol contains a number of non-regulatory questions.

A team of drinking water specialists in the ministry have assessed each of the inspection protocol regulatory questions to determine the risk (not complying with the regulation) to the delivery of safe drinking water. This assessment was based on established provincial risk assessment principles, with each question receiving a risk rating referred to as the Question Risk Rating. Based on the number of areas where a system is deemed to be non-compliant during the inspection, and the significance of these areas to administrative, environmental, and health consequences, a risk-based inspection rating is calculated by the ministry for each drinking water system.

It is important to be aware that an inspection rating that is less than 100 per cent does not mean that the drinking water from the system is unsafe. It shows areas where a system's operation can improve. To that end, the ministry works with owners and operators of systems to make sure they know what they need to do to achieve full compliance.

The inspection rating reflects the inspection results of the specific drinking water system for the reporting year. Since the methodology is applied consistently over a period of years, it serves as a comparative measure both provincially and in relation to the individual system. Both the drinking water system and the public are able to track the performance over time, which encourages continuous improvement and allows systems to identify specific areas requiring attention.

The ministry's annual inspection program is an important aspect of our drinking water safety net. The ministry and its partners share a common commitment to excellence and we continue to work toward the goal of 100 per cent regulatory compliance.

Determining Potential to Compromise the Delivery of Safe Water

The risk management approach used for MRDWS is aligned with the Government of Ontario's Risk Management Framework. Risk management is a systematic approach to identifying potential hazards; understanding the likelihood and consequences of the hazards; and taking steps to reduce their risk if necessary and as appropriate.

The Risk Management Framework provides a formula to be used in the determination of risk:

$$\text{RISK} = \text{LIKELIHOOD} \times \text{CONSEQUENCE}$$

(of the consequence)

Every regulatory question in the inspection protocol possesses a likelihood value (L) for an assigned consequence value (C) as described in **Table 1** and **Table 2**.

TABLE 1:

Likelihood of Consequence Occurring	Likelihood Value
0% - 0.99% (Possible but Highly Unlikely)	L = 0
1 - 10% (Unlikely)	L = 1
11 - 49% (Possible)	L = 2
50 - 89% (Likely)	L = 3
90 - 100% (Almost Certain)	L = 4

TABLE 2:

Consequence	Consequence Value
Medium Administrative Consequence	C = 1
Major Administrative Consequence	C = 2
Minor Environmental Consequence	C = 3
Minor Health Consequence	C = 4
Medium Environmental Consequence	C = 5
Major Environmental Consequence	C = 6
Medium Health Consequence	C = 7
Major Health Consequence	C = 8

The consequence values (0 through 8) are selected to align with other risk-based programs and projects currently under development or in use within the ministry as outlined in **Table 2**.

The Question Risk Rating for each regulatory inspection question is derived from an evaluation of every identified consequence and its corresponding likelihood of occurrence:

- All levels of consequence are evaluated for their potential to occur
- Greatest of all the combinations is selected.

The Question Risk Rating quantifies the risk of non-compliance of each question relative to the others. Questions with higher values are those with a potentially more significant impact on drinking water safety and a higher likelihood of occurrence. The highest possible value would be 32 (4×8) and the lowest would be 0 (0×1).

Table 3 presents a sample question showing the risk rating determination process.

TABLE 3:							
Does the Operator in Charge ensure that the equipment and processes are monitored, inspected and evaluated?							
Risk = Likelihood × Consequence							
C=1	C=2	C=3	C=4	C=5	C=6	C=7	C=8
Medium Administrative Consequence	Major Administrative Consequence	Minor Environmental Consequence	Minor Health Consequence	Medium Environmental Consequence	Major Environmental Consequence	Medium Health Consequence	Major Health Consequence
L=4 (Almost Certain)	L=1 (Unlikely)	L=2 (Possible)	L=3 (Likely)	L=3 (Likely)	L=1 (Unlikely)	L=3 (Likely)	L=2 (Possible)
R=4	R=2	R=6	R=12	R=15	R=6	R=21	R=16

Application of the Methodology to Inspection Results

Based on the results of a MRDWS inspection, an overall inspection risk rating is calculated. During an inspection, inspectors answer the questions that relate to regulatory compliance and input their responses as “yes”, “no” or “not applicable” into the Ministry’s Laboratory and Waterworks Inspection System (LWIS) database. A “no” response indicates non-compliance. The maximum number of regulatory questions asked by an inspector varies by: system (i.e., distribution, stand-alone), type of inspection (i.e., focused, detailed), and source type (i.e., groundwater, surface water).

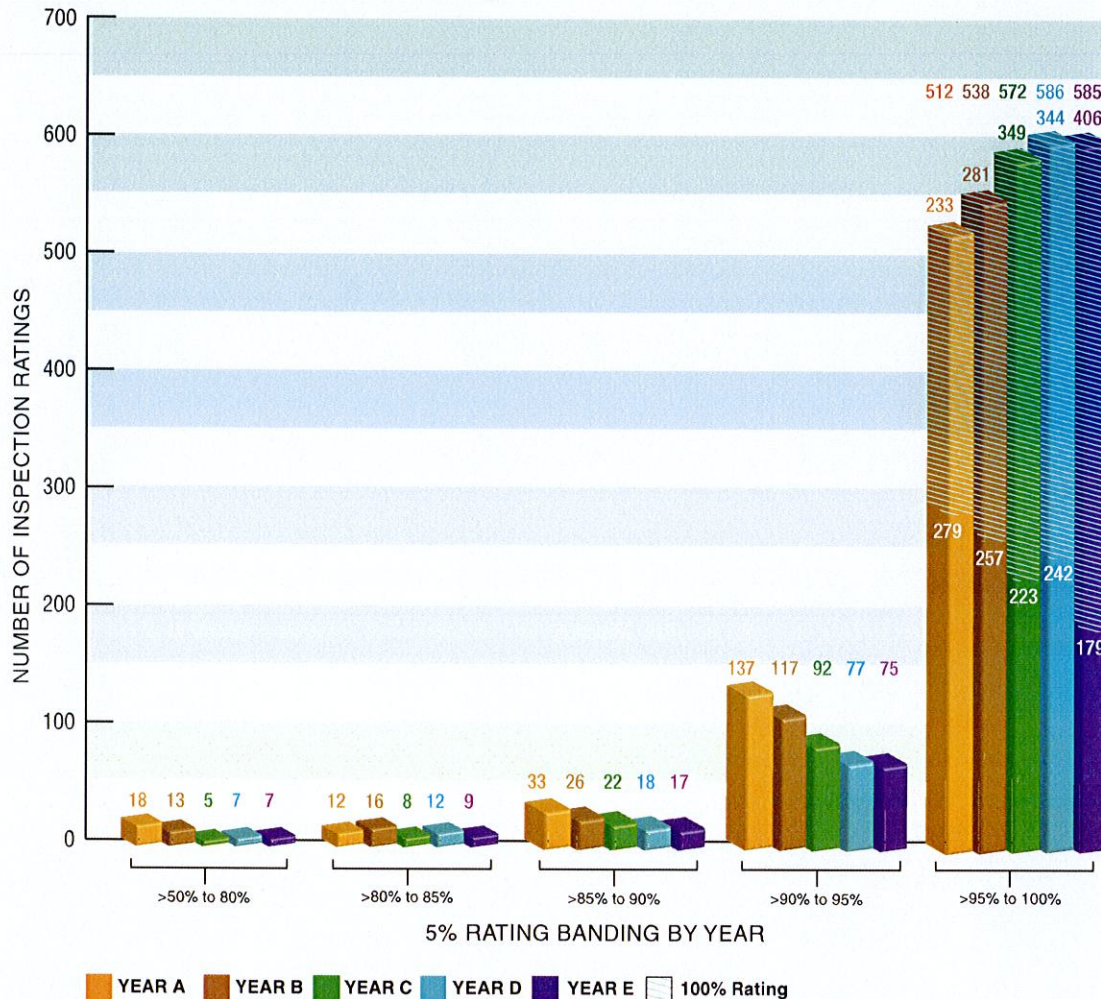
The risk ratings of all non-compliant answers are summed and divided by the sum of the risk ratings of all questions asked (maximum question rating). The resulting inspection risk rating (as a percentage) is subtracted from 100 per cent to arrive at the final inspection rating.

Application of the Methodology for Public Reporting

The individual MRDWS Total Inspection Ratings are published with the ministry's Chief Drinking Water Inspector's Annual Report.

Figure 1 presents the distribution of MRDWS ratings for a sample of annual inspections. Individual drinking water systems can compare against all the other inspected facilities over a period of inspection years.

Figure 1: Year Over Year Distribution of MRDWS Ratings



Reporting Results to MRDWS Owners/Operators

A summary of inspection findings for each system is generated in the form of an Inspection Rating Record (IRR). The findings are grouped into the 14 possible modules of the inspection protocol,

which would provide the system owner/operator with information on the areas where they need to improve. The 14 modules are:

- | | | | |
|-------------------------|------------------------|--|---|
| 1. Source | 5. Process Wastewater | 9. Contingency and
Emergency Planning | 12. Water Quality Monitoring |
| 2. Permit to Take Water | 6. Distribution System | 10. Consumer Relations | 13. Reporting, Notification
and Corrective Actions |
| 3. Capacity Assessment | 7. Operations Manuals | 11. Certification and Training | 14. Other Inspection Findings |
| 4. Treatment Processes | 8. Logbooks | | |

For further information, please visit www.ontario.ca/drinkingwater



Powassan & Area

Family Health Team

8 King Street, P.O. Box 39, Powassan, ON, P0H 1Z0

Powassan Town Square Inc.
6923 King Street
Bolton/Caledon, Ontario
L7C 0V3
Email: pioneerCanadian@yahoo.com

c/o Clerk-Treasurer, Municipality of Powassan
466 King Street. P.O. Box 250
Powassan, ON P0H 1Z0

January 8, 2017

Re: Amendment to the lease commencement date

Dear Mr Tomaselli and Mayor Peter McIsaac,

As per our discussion, once signed by all parties, this letter serves to make a mutually agreeable change to Section 3 (1) of both the leases in the building at 507 Main Street between:

1. Powassan Town Square Inc. and Powassan and Area Family Health Team; and
2. Powassan Town Square and The Corporation of the Municipality of Powassan.

The change shall be as follows:

Section 3. Term and Possession (1) currently states:

The Tenant shall have possession of the Clinic Space for a period of Ten (10) years, commencing on the 1st day of March, 2018 ("**Commencement Date**") and ending on the 29th day of February, 2028 (the "**Initial Term**");

The new Section 3. Term and Possession (1) will be amended to state:

The Tenant shall have possession of the Clinic Space for a period of Ten (10) years, commencing on the 1st day of July, 2018 ("**Commencement Date**") and ending on the 31st day of June 30, 2028 (the "**Initial Term**");

Please sign below to indicate acceptance of the changes to this lease and file this letter with the lease agreement.

DATE OF COUNCIL MTG.	Jan 16/18
AGENDA ITEM #	12-2



Family Health Team

8 King Street, P.O. Box 39, Powassan, ON, P0H 1Z0

POWASSAN TOWN SQUARE INC

Per: _____ c/s

SANTE TOMASELLI, President

"I have the authority to bind the Corporation"

POWASSAN AND AREA FAMILY HEALTH TEAM

Per: _____ c/s

SHEILA LATOUR, President

Per: _____ c/s

DR. SCOTT HOUGHTON, Lead Physician

"We have the authority to bind the Corporation"

CORPORATION OF THE MUNICIPALITY OF POWASSAN

Per: _____ c/s

PETER MCISAAC, Mayor

Per: _____ c/s

MAUREEN LANG, Clerk-Treasurer

"We have the authority to bind the Corporation"

7. DONATION / CONTRIBUTION APPLICATION

Name of Organization Maple Hill Health & Fitness		Registered Charity # if applicable
Address: 380 Maple Hill Road Mailing address if different:		
Contact Name Jared Dupuis		Position within Organization owner
Contact No. (705) 491-5105	Email: maplehillhf@gmail.com	
List of Current Executive (name/position)		Contact No.
1.		
2.		
3.		
4.		
Statement of Goals and Objectives of your Organization: RE: Maple Hill Soc Run Raising money for kids recreation @ 250 Clarke & mental health initiatives at North Bay Regional Hospital		
Benefit of Donation or Contribution Requested: Cover costs to ensure maximum charitable benefit		
Donation or Contribution Request: <i>If Municipal Resource must include date/time/hours</i> \$500.00		
Monetary (Cash) Request Maximum of \$500.00		
Has your Organization requested assistance in the past? (Y/N) (N)		
If yes amount requested: _____ Amount received: _____		
Is your Organization requesting assistance from others (local groups/provincially): (Y/N)		
If yes whom:		
amount requested: _____ Amount received: _____		
Signature [Signature] Date January 3rd, 2018		
Passed: Council meeting of2011 Resolution no. 2011-		

DATE OF COUNCIL MTG.	Jan 16/18
AGENDA ITEM #	12-3



Resolution no. 2018 - _____

Date: January 16, 2018

Moved by: _____

Seconded by: _____

That the salary grid be increased annually by the published Statistics Canada Consumer Price Index, retroactively to January 1st each year.

Carried

Defeated

Deferred

Lost

Mayor

Recorded Vote: Requested by _____

Name	Yeas	Nays	Name	Yeas	Nays
Councillor Ted Weiler			Mayor Peter McIsaac		
Councillor Markus Wand					
Councillor Roger Glabb					
Councillor Dave Britton					

DATE OF COUNCIL MTG.	Jan. 16/18
AGENDA ITEM #	12-4

Maureen Lang

From: Lesley Marshall
Sent: Tuesday, January 09, 2018 9:56 AM
To: Peter McIsaac; Maureen Lang
Subject: FW: ROMA conference 2017

From: Benac, Alex (MOI) [<mailto:Alex.Benac@ontario.ca>]
Sent: Tuesday, January 09, 2018 9:51 AM
To: Benac, Alex (MOI)
Subject: RE: ROMA conference 2017

Good morning,

On behalf of Minister Bob Chiarelli, I would like to thank you for taking the time to invite the Ministry of Infrastructure to meet with you at the upcoming ROMA conference.

Regretfully, demands on the minister's time were very high and we are therefore unable to accommodate your request for a meeting. Please accept our sincerest apologies. Best,

Alex Benac
Press Secretary & Issues Manager
Office of the Honourable Bob Chiarelli, Minister
Ministry of Infrastructure
e. Alex.Benac@Ontario.ca
t. (416) 326 2137
m. (437) 777 8007

DATE OF COUNCIL MTG.	Jan. 16/18
AGENDA ITEM #	13-1

Maureen Lang

From: OPP GHQ Municipal Policing Bureau (OPP) [opp.municipalpolicing@opp.ca]
Sent: Thursday, January 04, 2018 2:16 PM
To: OPP GHQ Municipal Policing Bureau (OPP)
Subject: Meeting OPP MPB at 2018 ROMA
Attachments: OPP Letter- MPB initiatives FINAL November 14, 2017.pdf

Hello,

As a follow-up to Superintendent Bedard's letter dated November 14th, 2017 (attached), please contact OPP Municipal Policing Bureau at opp.municipalpolicing@opp.ca or at 705-329-6200 if your municipality would like to schedule a meeting with Superintendent Bedard and Inspector McDonald at 2018 ROMA Conference on January 23, 2018 in Toronto to discuss municipal policing matters.

Please let us know if you have any questions.

Regards,

Municipal Policing Bureau
Ontario Provincial Police
General Headquarters
2nd Floor, 777 Memorial Avenue
Orillia, Ontario L3V 7V3

Follow us on Twitter  @OPP_Mun_Pol
Visit our website at www.opp.ca/municipalpolicing

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If you have any accommodation needs or require communication supports or alternate formats, please let me know.

DATE OF COUNCIL MTG.	Jan 16/18
AGENDA ITEM #	13-2

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, ave Memorial
Orillia (ON) L3V 7V3

Tel: (705) 329-6200

Fax: (705) 330-4191

File number/Référence: 612-20

November 14, 2017

Mayor/Reeve and Clerk/CAO,

As a follow-up to the letter from April 27, 2017, I am pleased to share with you some updates from the Municipal Policing Bureau of the OPP.

In October 2017, our Bureau organized a webinar on the 2018 Annual Billing Statements, issued to municipalities in September. The Financial Services Unit Manager explained in detail the 2018 Annual Billing Statements and answered questions. The webinar presentation with the speaking notes was sent to all webinar participants; however, if you or your municipal representatives are interested in receiving it, please let our Bureau know at opp.municipalpolicing@opp.ca. The presentation will be also uploaded in both official languages on www.opp.ca/billingmodel page. Please check our www.opp.ca/municipalpolicing page for other municipal policing information and documents. Should you have any questions specific to your municipality, please email our Financial Services Unit members at opp.mpb.financial.services.unit@opp.ca

On November 2, 2017, Marie-France Lalonde, Minister of Community Safety and Correctional Services, and Attorney General Yasir Naqvi announced that the first Reading for Bill 175, Safer Ontario Act, 2017 was carried. The bill is a comprehensive community safety legislative package that, if passed, would represent the largest policing and public safety transformation in a generation. A bill is considered to be "passed" by the Legislative Assembly once it has received three readings; upon receiving Royal Assent, the "passed" bill becomes an Act. Accordingly, the Police Services Act, 1990 will be in force until the new Act will receive Royal Assent.

As usual, our Bureau will have a booth at the upcoming Rural Ontario Municipal Association (ROMA) Conference, which will be held January 21-23 in Toronto. Drop in at our booth and speak to our analysts directly or should you like to have a more formal discussion during the conference, please contact us directly at opp.municipalpolicing@opp.ca and we will set up a time to meet you the day following the Minister's delegation meetings.

Further, we will maintain the tradition we initiated last year, and will share with you the 2018 Municipal Policing Bureau Calendar. Same as last year, the Calendar will be sent to your Detachment Commanders and he/she or a detachment designate will further distribute it to your municipality.

We look forward to hearing from your municipality on these initiatives and our fruitful collaboration in the future.

DATE OF COUNCIL MTG.	Jan 16/18
AGENDA ITEM #	

The OPP is committed to work diligently with municipal stakeholders to ensure effective, efficient and sustainable police service delivery in Ontario.

Thank you again.

Sincerely,

A handwritten signature in black ink, appearing to read "Marc Bedard". The signature is fluid and cursive, with the first name "Marc" and last name "Bedard" clearly distinguishable.

M.M.(Marc) Bedard
Superintendent
Commander,
Municipal Policing Bureau

Email opp.municipalpolicing@opp.ca

Web: www.opp.ca/municipalpolicing

Twitter [@OPP_Mun_Pol](https://twitter.com/OPP_Mun_Pol)

/nv



Thinking
beyond
the box

Stewardship Ontario

RECEIVED

JAN - 2 2018

The Municipality of Powassan

POWASSAN, MUNICIPALITY OF
466 Main St.
Powassan ON
POH 1Z0

RE: Industry funding for Municipal Blue Box Recycling for the third quarter of the 2017 Program Year

December 31, 2017

Dear Mayor and Members of Council:

Packaging and printed paper companies, represented by Stewardship Ontario, fulfill their responsibilities to fund 50% of the net cost of the Blue Box Program by making cash payments to municipalities and First Nations on a quarterly basis.

The Resource Productivity and Recovery Authority (RPRA) determined that payments to municipalities will be based on a 2017 funding obligation of \$123,669,745. This represents an increase of 1.74% over 2016. RPRA provided further details with respect to the RPRA Board's determination of the 2017 obligation in a report on their website (www.rpra.ca).

Stewardship Ontario is pleased to provide payments to municipalities in accordance with the RPRA Board's decision.

On behalf of Stewardship Ontario, I want to thank you for your ongoing dedication to waste diversion and resource recovery.

Sincerely,

David Pearce
Supply Chain Officer
Stewardship Ontario

DATE OF COUNCIL MTG.	Jan 16/18
AGENDA ITEM #	13-3



7th Floor, Frost Building South
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Telephone: 416-325-0400
Facsimile: 416-325-0374

7^e étage, Édifice Frost Sud
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Téléphone: 416-325-0400
Télécopieur: 416-325-0374

Dear Heads of Municipal Councils:

Ontario continues to prepare for federal legalization of cannabis by moving ahead with its safe and sensible framework to govern the lawful use and retail distribution of cannabis as a carefully controlled substance within the province. On December 12, 2017, Ontario passed legislation that will regulate the lawful use, sale and distribution of recreational cannabis by the federal government's July 2018 deadline.

I am writing to provide you with an update on the provincial work underway to establish a retail and distribution channel for legal cannabis. I would also like to confirm the Province's commitment to engaging with municipalities on funding to help address the incremental costs associated with the implementation of cannabis legalization in Ontario.

Our objectives in the establishment of the retail and distribution system for legal cannabis are to protect youth and eliminate the illegal market. Municipalities are essential partners in the efforts to achieve these goals.

As noted in my October 27 letter, the various engagements the province has had with municipalities have been beneficial. Over the course of November and December, staff from the Ministry of Finance and the Liquor Control Board of Ontario (LCBO) met with staff of the municipalities identified for the initial cannabis retail stores for July 2018. These meetings provided valuable insights on provincial guidelines and areas of local interests that will inform store siting. I would like to thank the staff of these municipalities for their thoughtful feedback.

With the conclusion of the federal government's consultation with provinces and territories on the tax framework, we now have a better understanding of the revenue share to address the costs of legalization. During those discussions, we negotiated for a greater share of revenue on the basis that both the province and municipalities bear incremental costs. We now look forward to engagement with municipalities on a reasonable distribution of the province's share of the federal excise tax revenue. Given the federal government's forecasts of modest revenue and the Federation of Canadian Municipalities' estimated cost projections, our engagement will need to acknowledge that it appears unlikely there will be enough revenue to fully cover the incremental municipal and provincial costs associated with legalization.

DATE OF COUNCIL MTG.	Jan. 16/18
AGENDA ITEM #	13-4

.../cont'd

In January 2018, the Ministry of Finance will work with the Association of Municipalities of Ontario and the City of Toronto to launch an engagement process with municipalities on cannabis-related funding. This process will consider what is known about incremental municipal and provincial costs and set out a proposed approach to funding for municipalities that supports our shared policy objectives.

To help guide this engagement, I would like to propose the following principles:

- Address Implementation Costs – An approach to funding should acknowledge that the province and municipalities will incur upfront incremental costs as a result of the federal government's decision to legalize cannabis and that a funding approach should focus on helping to address these costs.
- Respect the Role of Municipalities – An approach to funding should recognize the efforts of municipalities in their areas of jurisdiction associated with the legalization of cannabis.
- Align with the Term of the Federal Tax Framework – An approach to funding should align with the two-year term agreed to between the federal, provincial and territorial governments on the federal excise tax.

As we conclude the holiday season and reflect on the past year, I would like to thank you again for your meaningful engagement with the province as we all prepare for the legalization of cannabis in July 2018. Please accept my best wishes for the New Year.

Sincerely,



Charles Sousa
Minister

- c: The Honourable Yasir Naqvi, Attorney General of Ontario
The Honourable Bill Mauro, Minister of Municipal Affairs
Ali Ghiassi, Chief of Staff, Minister's Office, Ministry of Finance
Scott Thompson, Deputy Minister, Ministry of Finance
Nicole Stewart, Executive Lead, Cannabis Retail Implementation Project,
Ministry of Finance
Lynn Dollin, President, Association of Municipalities of Ontario
Pat Vanini, Executive Director, Association of Municipalities of Ontario
Municipal CAOs and City Managers



7th Floor, Frost Building South
7 Queen's Park Crescent
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.../cont'd

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Sincerely,



Charles Sousa
Minister

- c: The Honourable Yasir Naqvi, Attorney General of Ontario
The Honourable Bill Mauro, Minister of Municipal Affairs
Ali Ghiassi, Chief of Staff, Minister's Office, Ministry of Finance
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Nicole Stewart, Executive Lead, Cannabis Retail Implementation Project,
Ministry of Finance
Lynn Dollin, President, Association of Municipalities of Ontario
Pat Vanini, Executive Director, Association of Municipalities of Ontario
Municipal CAOs and City Managers

Maureen Lang

From: AMO Communications [communicate@amo.on.ca]
Sent: Wednesday, January 03, 2018 12:11 PM
To: Maureen Lang
Subject: AMO Policy Update - New Municipal Asset Management Planning Regulation

January 3, 2018

New Municipal Asset Management Planning Regulation

On December 13, 2017, the Province approved the regulation that took effect January 1, 2018. Although no provisions take immediate effect.

O. Reg 588/2017 sets out new requirements for undertaking asset management planning. The proposed phase-in timelines for the preparation of new asset management plans that were part of a previous consultation process has increased from four to six years. Please note the dates below.

- a) July 1, 2019 – all municipal governments to have a finalized initial strategic asset management policy. Section 3 of the regulation sets out 12 matters that this policy must include and the policy must be reviewed every 5 years.
- b) July 1, 2021: all municipal governments to have an adopted asset management plan for core assets (roads, bridges and culverts, water, wastewater and stormwater management) that discusses current levels of service and the cost of maintaining those services. The regulation sets out both qualitative descriptions and technical metrics for each of the core assets.
- c) July 1, 2023: Municipal governments to an adopted asset management plan for all of its other municipal infrastructure assets, which also discusses current levels of service and the cost of maintaining those services. The municipality is to set the technical metrics and qualitative descriptions for its other assets (e.g., culture and recreation facilities).

For both b) and c) above, there are some different requirements for municipal governments above and below 25,000 population as well as those within the Greater Golden Horseshoe growth plan area.

- d) July 1, 2024: The asset management plans shall include a discussion of proposed levels of service, the assumptions related to the proposed levels of service, what activities will be required to meet proposed levels of service, and a strategy to fund the activities. (AMO believes that this funding strategy will further identify the gap between municipal own source revenues and the need. AMO's current fiscal analysis for 2016 – 2025 shows a \$4.9 billion gap in municipal operating costs and capital needs.)

DATE OF COUNCIL MTG.	Jan 16/18
AGENDA ITEM #	13.5

The proposed requirement for a licensed engineering practitioner to endorse completed asset management plans was dropped and the level of detail reduced under the financial planning aspects of the regulation.

In addition, O. Reg. 82/98 to the *Development Charges Act, 1997* has been amended to provide that on July 1, 2024, its transit asset management plan requirements will be repealed and included in this new regulation. The requirements in O. Reg 82/98 will continue to apply until July 1, 2024 to municipalities that are preparing asset management plans to support a development charge by-law in respect of transit services.

The Ministry of Infrastructure is proposing, beginning in 2025 to collect information from municipal asset management plans, such as levels of service and financial planning information through the Financial Information Return. After the initial FIR submission in 2025, municipalities would submit asset management planning information every time their plan is updated (at least every 5 years).

To help address capacity concerns related to implementing the regulation, the Ministry is providing up to \$25 million over the next five years for asset management planning tools and supports. This funding will be targeted to build municipal capacity through coaching and communities of practice, as well as support to get planning activities done (e.g. condition assessments) in small communities.

More details on both the collection and funding activities will be provided in early 2018. A concurrent session is being organized for the ROMA Conference taking place January 21-23, 2018.

Contact: Craig Reid, AMO Senior Advisor, creid@amo.on.ca, 416-971-9856 ext. 334.

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

Vendor	Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
GENERAL GOVERNMENT										
	8918	PETER MCISAAC, P.O. BOX 646, POWASSAN, ON, P0H 1Z0		\$442.48	\$442.48	10-10-61026	P.MCISAAC-MAYOR	\$0.00	\$0.00	
	2018 Mileage	01/09/18 2018 MILEAGE								
	9102	ROGER GLABB, BOX 457, 566 VALLEY VIEW RD W, POWASSAN, ON, P0H 1Z0		\$442.48	\$442.48		10-10-61025	R.GLABB-COUNCIL EXPENSES	\$0.00	\$0.00
	2018 MILEAGE	01/09/18 2018 MILEAGE								
	9123	MARKUS WAND, RR # 4, POWASSAN, ON, P0H 1Z0		\$442.48	\$442.48		10-10-61028	MARKUS WAND COUNCIL	\$0.00	\$0.00
	2018 MILEAGE	01/09/18 2018 MILEAGE								
	9264	TED WEILER, BOX 292, 301 MAIN STREET, POWASSAN, ON, P0H 2L0		\$442.48	\$442.48		10-10-61029	TED WEILER COUNCIL	\$0.00	\$0.00
	2018 MILEAGE	01/09/18 2018 MILEAGE								
	9585	DAVE BRITTON, BOX 333, 20 VALLEY VIEW DR E, POWASSAN, ON, P0H 1Z0		\$442.48	\$442.48		10-10-61027	D.BRITTON- COUNCIL EXPENSES	\$0.00	\$0.00
	2018 MILEAGE	01/09/18 2018 MILEAGE								
Total GENERAL GOVERNMENT										
FIRE DEPARTMENT										
	9129	ONTARIO ASSOCIATION OF FIRE CHIEFS, 520 WESTNEY RD S, UNIT 22, AJAX, ON, L1S 6W6		\$255.00	\$255.00		10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	\$0.00
	1580-2018	01/08/18 OAFCA 2018 MEMBERSHIP		\$4.49	\$4.49		10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	\$0.00
	1580-2018	01/08/18 HST nonrecoverable								
Total FIRE DEPARTMENT										
Total Bills To Pay:										
\$2,788.15										

DATE OF COUNCIL MTG.	Jan 16/18
AGENDA ITEM #	15

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

Vendor		Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>GENERAL GOVERNMENT</u>											
8760				POWASSAN , ON, P0H 1Z0							
RSP2017			12/31/17	A/P RRSP	12/31/17	\$3,000.00	\$3,000.00	10-10-33300	A/P RRSP	\$0.00	(\$1,129.07)
							\$3,000.00				
							\$3,000.00				
Total GENERAL GOVERNMENT							\$3,000.00				
Total Bills To Pay:							\$3,000.00				

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

Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
GENERAL GOVERNMENT									
8728	D & D JANITORIAL SUPPLIES, 161 FERRIS DRIVE, UNIT 12, NORTH BAY , ON, P1B 4A6								
5430	12/19/17 250 CLARK-BUILDING EXPENSE		01/05/18	\$194.28	\$194.28	10-10-61753	250 CLARK-BUILDING EXPENSE	\$0.00	(\$78,744.96)
5430	12/19/17 HST 13%		01/05/18	\$25.26	\$25.26	10-10-61753	250 CLARK-BUILDING EXPENSE	\$0.00	(\$78,744.96)
					\$252.16				
8792	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO , ON, M5W 3L3								
2025-1217	12/18/17 HYDRO 466 MAIN ST		01/05/18	\$453.76	\$453.76	10-10-61610	HYDRO	\$8,800.00	\$2,458.74
2025-1217	12/18/17 HST 13%		01/05/18	\$58.99	\$58.99	10-10-61610	HYDRO	\$8,800.00	\$2,458.74
8871	MUNICIPAL PROPERTY ASSESSMENT CORP, 1340 PICKERING PARKWAY, SUITE 101, PICKERING, ON, L1V 0C4								
1800019752	01/08/18 MPAC		01/08/18	\$13,780.52	\$13,780.52	10-10-61690	MPAC	\$0.00	\$0.00
					\$13,780.52				
8890	NORTH BAY MAT RENTAL, BOX 462, NORTH BAY , ON, P1B 8J1								
74563	12/27/17 TOWN OFFICE MAT RENTALS		12/27/17	\$65.80	\$65.80	10-10-61640	OFFICE & EQUIPMENT	\$20,000.00	\$5,752.71
74563	12/27/17 HST 13%		12/27/17	\$8.55	\$8.55	10-10-61640	OFFICE & EQUIPMENT	\$20,000.00	\$5,752.71

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
8907	ONTARIO CLEAN WATER AGENCY, WATER PARK PLACE, 1 YONGE STREET, SUITE 1700, TORONTO, ON, M5E 1E5	12/28/17	250 CLARK-BUILDING EXPENSE	01/08/18	\$330.00	\$74.35 \$330.00	10-10-61753	250 CLARK-BUILDING EXPENSE	\$0.00	(\$78,744.96)
8912	OSHELL'S VALU-MART, P.O. BOX 322, POWASSAN, ON, P0H 1Z0	12/16/17	250 CLARK-PROGRAM EXPENSE	12/16/17	\$21.65	\$21.65	10-10-61754	250 CLARK-PROGRAM EXPENSE	\$0.00	(\$6,693.83)
121617		12/16/17	HST 13%	12/16/17	\$2.81	\$2.81	10-10-61754	250 CLARK-PROGRAM EXPENSE	\$0.00	(\$6,693.83)
123017		12/30/17	250 CLARK-PROGRAM EXPENSE	12/30/17	\$16.30	\$16.30	10-10-61754	250 CLARK-PROGRAM EXPENSE	\$0.00	(\$6,693.83)
123017		12/30/17	HST 13%	12/30/17	\$2.12	\$2.12	10-10-61754	250 CLARK-PROGRAM EXPENSE	\$0.00	(\$6,693.83)
8929	POWASSAN BUILDING CENTER, BOX 128, POWASSAN, ON, P0H 1Z0	12/21/17	250 CLARK-BUILDING EXPENSE-door	12/21/17	\$299.99	\$42.88 \$299.99	10-10-61753	250 CLARK-BUILDING EXPENSE	\$0.00	(\$78,744.96)
99876		12/21/17	HST 13%	12/21/17	\$39.00	\$39.00	10-10-61753	250 CLARK-BUILDING EXPENSE	\$0.00	(\$78,744.96)
99889		12/22/17	250 CLARK-BUILDING EXPENSE	01/08/18	\$99.17	\$99.17	10-10-61753	250 CLARK-BUILDING EXPENSE	\$0.00	(\$78,744.96)
99889		12/22/17	HST 13%	01/08/18	\$12.89	\$12.89	10-10-61753	250 CLARK-BUILDING EXPENSE	\$0.00	(\$78,744.96)
8945	PUROLATOR COURIER LIMITED, P.O. BOX 7006, 31 ADELAIDE ST E., TORONTO, ON, M5C 3E2	12/15/17	POSTAGE/COURIER/COPIER	01/08/18	\$21.60	\$21.60	10-10-61600	POSTAGE/COURIER/COPIER	\$20,000.00	\$3,952.30
436689820		12/15/17	HST 13%	01/08/18	\$2.81	\$2.81	10-10-61600	POSTAGE/COURIER/COPIER	\$20,000.00	\$3,952.30
8962	ROGERS AT&T, P.O. BOX 9100, DON MILLS, ON, M3C 3P9	12/18/17	R.GLABB-CELL	12/18/17	\$36.00	\$36.00	10-10-61025	R.GLABB-COUNCIL EXPENSES	\$0.00	(\$3,732.06)
1835355603		12/18/17	HST 13%	12/18/17	\$4.68	\$4.68	10-10-61025	R.GLABB-COUNCIL EXPENSES	\$0.00	(\$3,732.06)
1835355603		12/18/17	P.MCISAAC - CELL	12/18/17	\$70.97	\$70.97	10-10-61026	P.MCISAAC-MAYOR	\$0.00	(\$5,425.16)
1835355603		12/18/17	HST 13%	12/18/17	\$9.22	\$9.22	10-10-61026	P.MCISAAC-MAYOR	\$0.00	(\$5,425.16)
1835355603		12/18/17	TED WEILER CELL	12/18/17	\$25.11	\$25.11	10-10-61029	TED WEILER COUNCIL	\$0.00	(\$3,171.74)
1835355603		12/18/17	HST 13%	12/18/17	\$3.27	\$3.27	10-10-61029	TED WEILER COUNCIL	\$0.00	(\$3,171.74)
1835355603		12/18/17	LESLEY CELL	12/18/17	\$20.25	\$20.25	10-10-61550	TELEPHONE & FAX	\$14,000.00	\$2,939.71
1835355603		12/18/17	MAUREEN CELL	12/18/17	\$51.50	\$51.50	10-10-61550	TELEPHONE & FAX	\$14,000.00	\$2,939.71
1835355603		12/18/17	HST 13%	12/18/17	\$2.63	\$2.63	10-10-61550	TELEPHONE & FAX	\$14,000.00	\$2,939.71
1835355603		12/18/17	HST 13%	12/18/17	\$6.70	\$6.70	10-10-61550	TELEPHONE & FAX	\$14,000.00	\$2,939.71
1835355603		12/18/17	PROG COORDINATOR PHONE	12/18/17	\$53.28	\$53.28	10-10-61754	250 CLARK-PROGRAM EXPENSE	\$0.00	(\$6,693.83)
1835355603		12/18/17	HST 13%	12/18/17	\$6.93	\$6.93	10-10-61754	250 CLARK-PROGRAM EXPENSE	\$0.00	(\$6,693.83)

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Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
8975 DEC17LANG \$23,535.64	12/22/17	SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY , ON, P1B 2T7 12/22/17 CHINA GARDENS - MAYOR MEETING WITH DEVELOPERS	12/30/17		\$290.54 \$80.06	\$80.06	10-10-61020COUNCIL OTHER EXPENSES		\$25,000.00
DEC17MARSHALL	12/22/17	CLIPPING MAGIC - POSTERS, ETC.	12/30/17	\$5.25	\$5.25	10-10-61540	OFFICE SUPPLIES	\$21,000.00	\$6,529.05
DEC17MARSHALL7	12/22/17	FACEBOOK - POSTERS ETC	12/30/17	\$8.00	\$8.00	10-10-61540	OFFICE SUPPLIES	\$21,000.00	\$6,529.05
DEC17MARSHALL8	12/22/17	OSHELLS - PARADE OF LIGHTS SNACKS	12/30/17	\$108.43	\$108.43	10-10-61540	OFFICE SUPPLIES	\$21,000.00	\$6,529.05
DEC17MARTINA	12/22/17	VISA ANNUAL FEE - MM	12/31/17	\$75.00	\$75.00	10-10-61660	BANK CHARGES & INTEREST	\$3,500.00	\$2,008.55
DEC17MARSHALL10	12/22/17	250 CLARK - KITCHEN - MICROWAVE	12/30/17	\$158.17	\$158.17	\$158.17	10-10-61753250 CLARK-BUILDING EXPENSE		\$0.00
(\$78,744.96)									
DEC17MARSHALL9	12/22/17	WALMART - KITCHEN FLATWARE	12/30/17	\$369.85	\$369.85	10-10-61753	250 CLARK-BUILDING EXPENSE	\$0.00	(\$78,744.96)
DEC17MARSHALL9	12/22/17	HST nonrecoverable	12/30/17	\$6.51	\$6.51	10-10-61753	250 CLARK-BUILDING EXPENSE	\$0.00	(\$78,744.96)
DEC17MARSHALL2	12/22/17	AMAZON - 250 CLARK PROGRAMMING - MOVIE	12/30/17	\$11.27	\$11.27	10-10-61754	250 CLARK-PROGRAM EXPENSE	\$0.00	(\$6,693.83)
DEC17MARSHALL3	12/22/17	AMAZON - 250 CLARK PROGRAMMING - MOVIE	12/30/17	\$23.72	\$23.72	10-10-61754	250 CLARK-PROGRAM EXPENSE	\$0.00	(\$6,693.83)

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Vendor		Description		Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
InvoiceNumber	Date									
DEC17MARSHALL5	12/22/17	AMAZON - 250 CLARK PROGRAMMING - MOVIE	12/30/17	\$11.30	\$11.30		10-10-61754	250 CLARK-PROGRAM EXPENSE	\$0.00	(\$6,693.83)
DEC17MARSHALL6	12/22/17	AMAZON - 250 CLARK PROGRAMMING	12/30/17	\$73.98	\$73.98		10-10-61754	250 CLARK-PROGRAM EXPENSE	\$0.00	(\$6,693.83)
9059		BELL CANADA, PO BOX 9000, NORTH YORK, ON, M3C 2X7				\$2,438.92				
6206-1217	12/10/17	OFFICE PHONE	12/10/17	\$259.49	\$259.49		10-10-61550	TELEPHONE & FAX	\$14,000.00	\$2,939.71
6206-1217	12/10/17	HST 13%	12/10/17	\$33.74	\$33.74		10-10-61550	TELEPHONE & FAX	\$14,000.00	\$2,939.71
9080		RECEIVER GENERAL - PAYROLL DEDUCTIONS, , , , ,				\$293.23				
PR882	01/05/18	Payroll from 12/17/2017 to 12/30/2017	01/05/18	\$6,584.38	\$6,584.38		10-10-33200	A/P FIT	\$0.00	(\$2,894.96)
PR882	01/05/18	Payroll from 12/17/2017 to 12/30/2017	01/05/18	\$3,140.65	\$3,140.65		10-10-33210	A/P PIT	\$0.00	(\$1,382.76)
PR882	01/05/18	Payroll from 12/17/2017 to 12/30/2017	01/05/18	\$2,223.99	\$2,223.99		10-10-33220	A/P EI	\$0.00	(\$1,283.96)
PR882	01/05/18	Payroll from 12/17/2017 to 12/30/2017	01/05/18	\$5,061.44	\$5,061.44		10-10-33230	A/P CPP	\$0.00	(\$2,573.22)
9273		SHERRILL SMITH, , , , ,				\$17,010.46				
121417	12/14/17	OFFICE SUPPLIES	12/14/17	\$14.49	\$14.49		10-10-61540	OFFICE SUPPLIES	\$21,000.00	\$6,529.05
121417	12/14/17	HST 13%	12/14/17	\$1.88	\$1.88		10-10-61540	OFFICE SUPPLIES	\$21,000.00	\$6,529.05
9720		TERRY LANG COMPUTER CONSULTING, 133 CLOVERBRAE CRES., NORTH BAY, ON, P1A 4J4				\$16.37				
2017042	12/31/17	COMPUTERS	12/31/17	\$3,823.89	\$3,823.89		10-10-61570	COMPUTERS	\$63,000.00	\$5,054.78
2017042	12/31/17	HST 13%	12/31/17	\$497.10	\$497.10		10-10-61570	COMPUTERS	\$63,000.00	\$5,054.78
2017042	12/31/17	250 CLARK-BUILDING EXPENSE	12/31/17	\$1,068.57	\$1,068.57		10-10-61753	250 CLARK-BUILDING EXPENSE	\$0.00	(\$78,744.96)
2017042	12/31/17	HST 13%	12/31/17	\$138.91	\$138.91		10-10-61753	250 CLARK-BUILDING EXPENSE	\$0.00	(\$78,744.96)

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Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
9966		JOBCHART INTERNATIONAL INC., 81 ST. GERMAIN AVENUE, TORONTO, ON, M5M 1V9			\$5,528.47				
13221	01/01/18	HR CONSULTANT/PAY EQUITY	01/08/18	\$500.00	\$500.00	10-10-61080	HR CONSULTANT/PAY EQUITY	\$0.00	\$0.00
13221	01/01/18	HST 13%	01/08/18	\$65.00	\$65.00	10-10-61080	HR CONSULTANT/PAY EQUITY	\$0.00	\$0.00
9984		EVELYN DEAN, 225 LAKESHORE RD, RR # 3, MEAFORD, ON, N4L 0A7			\$565.00				
20151211-1217	12/29/17	HR CONSULTANT/PAY EQUITY	01/05/18	\$1,740.00	\$1,740.00	10-10-61080	HR CONSULTANT/PAY EQUITY	\$2,500.00	\$2,500.00
20151211-1217	12/29/17	PST	01/05/18	\$139.20	\$139.20	10-10-61080	HR CONSULTANT/PAY EQUITY	\$2,500.00	\$2,500.00
10061		MANULIFE FINANCIAL, PREMIUM ADMINISTRATION (VO), P.O. BOX 1627, WATERLOO, ON, N2J4P4			\$1,966.20				
122317	12/23/17	OFFICE LIFE/DISABILITY INS.	12/23/17	\$501.23	\$501.23	10-10-61510	BENEFITS	\$30,000.00	(\$5,782.89)
122317	12/23/17	HST 13%	12/23/17	\$65.16	\$65.16	10-10-61510	BENEFITS	\$30,000.00	(\$5,782.89)
10082		BRAD'S JANITORIAL SERVICES, 2059 MAPLE HILL RD, POWASSAN, ON, P0H1Z0			\$667.39				
198804	12/31/17	250 CLARK-BUILDING EXPENSE	01/05/18	\$2,780.00	\$2,780.00	10-10-61753	250 CLARK-BUILDING EXPENSE	\$0.00	(\$78,744.96)
198804	12/31/17	HST 13%	01/05/18	\$361.40	\$361.40	10-10-61753	250 CLARK-BUILDING EXPENSE	\$0.00	(\$78,744.96)
10110		AULTIMATE FITNESS & NUTRITION, 2808 CHISWICK LINE, POWASSAN, ON, P0H1Z0			\$3,141.40				

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Vendor	Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
	004-0118 (\$6,693.83)	12/01/17	250 CLARK-PROGRAM EXPENSE-2 training sessions	12/01/17	\$80.00	\$80.00	\$80.00	10-10-61754250 CLARK-PROGRAM EXPENSE	\$0.00	\$0.00
	004-1217 (\$6,693.83)	12/31/17	250 CLARK-PROGRAM EXPENSE-training session x 1	12/31/17	\$40.00	\$40.00	\$40.00	10-10-61754250 CLARK-PROGRAM EXPENSE	\$0.00	\$0.00
10121	KATHIE HOGAN, , , ,					\$120.00				
121517	12/15/17	250 CLARK-PROGRAM EXPENSE	01/08/18	\$73.22	\$73.22	\$73.22	10-10-61754	250 CLARK-PROGRAM EXPENSE	\$0.00	(\$6,693.83)
121517	12/15/17	HST 13%	01/08/18	\$9.52	\$9.52	\$9.52	10-10-61754	250 CLARK-PROGRAM EXPENSE	\$0.00	(\$6,693.83)
10147	Betty Bowyer, , , ,					\$82.74				
0118	12/29/17	250 CLARK-PROGRAM EXPENSE-Membership reimbursement	01/05/18	\$150.00	\$150.00	\$150.00	\$150.00	10-10-61754250 CLARK-PROGRAM EXPENSE	\$0.00	\$0.00
0118	12/29/17	HST 13%	01/05/18	\$19.50	\$19.50	\$19.50	10-10-61754	250 CLARK-PROGRAM EXPENSE	\$0.00	(\$6,693.83)
10148	Lloyd Burns McInnis LLP, 150 YORK ST, SUITE 200, TORONTO, ON, M5H 3S5					\$169.50				
121517	12/19/17	AUDIT & LEGAL	01/05/18	\$808.01	\$808.01	\$808.01	10-10-61560	AUDIT & LEGAL	\$25,000.00	(\$11,505.94)
121517	12/19/17	HST 13%	01/05/18	\$105.04	\$105.04	\$105.04	10-10-61560	AUDIT & LEGAL	\$25,000.00	(\$11,505.94)
						\$913.05				
						\$49,631.14				
Total GENERAL GOVERNMENT										
FIRE DEPARTMENT										
8792	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO , ON, M5W 3L3									
0626-1217	12/18/17	FIRE DEPT.-OPERATIONS	01/05/18	\$184.96	\$184.96	\$184.96	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
0626-1217	12/18/17	HST 13%	01/05/18	\$24.04	\$24.04	\$24.04	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
2025-1217	12/18/17	FIRE DEPT.-OPERATIONS HYDRO	01/05/18	\$151.25	\$151.25	\$151.25	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
2025-1217	12/18/17	HST 13%	01/05/18	\$19.66	\$19.66	\$19.66	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
3361-1217	12/19/17	FIRE DEPT.-OPERATIONS	01/05/18	\$107.62	\$107.62	\$107.62	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
3361-1217	12/19/17	HST 13%	01/05/18	\$13.99	\$13.99	\$13.99	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
						\$501.52				
8962	ROGERS AT&T, P.O. BOX 9100, DON MILLS , ON, M3C 3P9									
1835355603	12/18/17	DEPT FIRE CHIEF CELL	12/18/17	\$20.25	\$20.25	\$20.25	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
1835355603	12/18/17	FIRE CHIEF CELL	12/18/17	\$21.73	\$21.73	\$21.73	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
1835355603	12/18/17	HST 13%	12/18/17	\$2.63	\$2.63	\$2.63	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)

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Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
1835355603	12/18/17	HST 13%	12/18/17	\$2.82	\$2.82	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
8975	SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY , ON, P1B 2T7				\$47.43				
DEC17COX	12/22/17	BATTERY BATTERY	12/22/17	\$90.04	\$90.04	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
DEC17COX2	12/22/17	STAPLES - PRINTER CARTRIDGES	12/31/17	\$119.35	\$119.35	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
DEC17COX2	12/22/17	HST nonrecoverable	12/31/17	\$2.10	\$2.10	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
DEC17COX3	12/22/17	OSHELL'S VALU MART - MEETING SNACKS	12/31/17	\$13.50	\$13.50	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
DEC17COX3	12/22/17	HST nonrecoverable	12/31/17	\$0.24	\$0.24	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
DEC17COX4	12/22/17	BATTERY BATTERY	12/31/17	\$15.26	\$15.26	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
DEC17COX4	12/22/17	HST nonrecoverable	12/31/17	\$0.27	\$0.27	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
8991	SPI HEALTH AND SAFETY, ATT ACCOUNTING, 60 GASTON-DUMOULIN, BLAINVILLE, QC, J7C 0A3				\$240.76				
10136962-00	12/15/17	FIRE DEPT.-OPERATIONS-earplug	12/15/17	\$16.20	\$16.20	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
10136962-00	12/15/17	HST 13%	12/15/17	\$2.11	\$2.11	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
9867	BATEMAN'S FIT TESTING, 69 FRONT ST, NIPISSING, ON, P0H 1W0				\$18.31				
89	12/04/17	FIRE DEPT.-MAINTENANCE- Fit test	01/05/18	\$400.00	\$400.00	10-15-62010	FIRE DEPT.-MAINTENANCE	\$5,500.00	(\$5,365.19)
89	12/04/17	HST 13%	01/05/18	\$52.00	\$52.00	10-15-62010	FIRE DEPT.-MAINTENANCE	\$5,500.00	(\$5,365.19)
10035	TRANS CANADA SAFETY BY STAR LIFE, 1492 MAIN STREET W, 4A, NORTH BAY, ON, P1B2X3				\$452.00				
1574	12/18/17	HST 13%	12/18/17	\$202.29	\$202.29	10-15-62020	FIRE DEPT.-OPERATIONS	\$40,000.00	(\$32.40)
1574	12/18/17	CAPITAL FIRE- cabinets	12/18/17	\$1,556.10	\$1,556.10	10-15-62070	CAPITAL FIRE	\$1,500,000.00	\$1,198,814.77
				\$1,758.39					
				\$3,018.41					
Total FIRE DEPARTMENT									
PUBLIC WORKS									
8792	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO , ON, M5W 3L3								
6361-1217	12/18/17	PUBLIC WORKS BLDGS UTILITIES	01/05/18	\$27.93	\$27.93	10-20-63062	PUBLIC WORKS BLDGS	\$15,000.00	\$4,011.48
6361-1217	12/18/17	HST 13%	01/05/18	\$3.63	\$3.63	10-20-63062	PUBLIC WORKS BLDGS	\$15,000.00	\$4,011.48
8485-1217	12/18/17	PUBLIC WORKS BLDGS UTILITIES	01/05/18	\$117.95	\$117.95	10-20-63062	PUBLIC WORKS BLDGS	\$15,000.00	\$4,011.48
8485-1217	12/18/17	HST 13%	01/05/18	\$15.33	\$15.33	10-20-63062	PUBLIC WORKS BLDGS	\$15,000.00	\$4,011.48
8926-1217	12/18/17	PUBLIC WORKS BLDGS UTILITIES	01/05/18	\$130.51	\$130.51	10-20-63062	PUBLIC WORKS BLDGS	\$15,000.00	\$4,011.48
8926-1217	12/18/17	HST 13%	01/05/18	\$16.97	\$16.97	10-20-63062	PUBLIC WORKS BLDGS	\$15,000.00	\$4,011.48
				\$312.32					
8806	JIM MOORE PETROLEUM, 66 GIBSON STREET, P.O. BOX 508, NORTH BAY , ON, P1B 8J1								
488794	12/19/17	FUEL FOR 2014 FREIGHTLINER	01/05/18	\$310.70	\$310.70	10-20-63505	2014 FREIGHTLINER-	\$0.00	(\$14,139.02)
488794	12/19/17	HST 13%	01/05/18	\$40.39	\$40.39	10-20-63505	2014 FREIGHTLINER-	\$0.00	(\$14,139.02)

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Vendor		Date		Description		Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
489109	InvoiceNumber	12/22/17	FUEL FOR 2014	FREIGHTLINER		01/05/18	\$288.13	\$288.13	10-20-63505	2014 FREIGHTLINER-	\$0.00	(\$14,139.02)
489109		12/22/17	HST 13%			01/05/18	\$34.86	\$34.86	10-20-63505	2014 FREIGHTLINER-	\$0.00	(\$14,139.02)
489392		12/27/17	FUEL FOR 2014	FREIGHTLINER		01/05/18	\$215.50	\$215.50	10-20-63505	2014 FREIGHTLINER-	\$0.00	(\$14,139.02)
489392		12/27/17	HST 13%			01/05/18	\$28.02	\$28.02	10-20-63505	2014 FREIGHTLINER-	\$0.00	(\$14,139.02)
488794		12/19/17	FUEL FOR 2011	FREIGHTLINER		01/05/18	\$310.70	\$310.70	10-20-63520	2011 FREIGHTLINER- BLACK-	\$10,000.00	(\$6,313.96)
488794		12/19/17	HST 13%			01/05/18	\$40.39	\$40.39	10-20-63520	2011 FREIGHTLINER- BLACK-	\$10,000.00	(\$6,313.96)
489109		12/22/17	FUEL FOR 2011	FREIGHTLINER		01/05/18	\$288.13	\$288.13	10-20-63520	2011 FREIGHTLINER- BLACK-	\$10,000.00	(\$6,313.96)
489109		12/22/17	HST 13%			01/05/18	\$34.86	\$34.86	10-20-63520	2011 FREIGHTLINER- BLACK-	\$10,000.00	(\$6,313.96)
489392		12/27/17	FUEL FOR 2011	FREIGHTLINER		01/05/18	\$215.50	\$215.50	10-20-63520	2011 FREIGHTLINER- BLACK-	\$10,000.00	(\$6,313.96)
489392		12/27/17	HST 13%			01/05/18	\$28.02	\$28.02	10-20-63520	2011 FREIGHTLINER- BLACK-	\$10,000.00	(\$6,313.96)
488795		12/19/17	2014 CHEV FUEL			01/05/18	\$76.99	\$76.99	10-20-63540	2014 GMC - MAT/SUPPLIES	\$7,500.00	\$5,024.60
488795		12/19/17	HST 13%			01/05/18	\$10.01	\$10.01	10-20-63540	2014 GMC - MAT/SUPPLIES	\$7,500.00	\$5,024.60
489394		12/27/17	2014 CHEV FUEL			01/05/18	\$81.90	\$81.90	10-20-63540	2014 GMC - MAT/SUPPLIES	\$7,500.00	\$5,024.60
489394		12/27/17	HST 13%			01/05/18	\$10.65	\$10.65	10-20-63540	2014 GMC - MAT/SUPPLIES	\$7,500.00	\$5,024.60
488794		12/19/17	FUEL FOR 2013	FREIGHTLINER		01/05/18	\$310.68	\$310.68	10-20-63560	2013 FREIGHTLINER TRUCK-	\$10,000.00	(\$7,365.08)
488794		12/19/17	HST 13%			01/05/18	\$40.39	\$40.39	10-20-63560	2013 FREIGHTLINER TRUCK-	\$10,000.00	(\$7,365.08)
489109		12/22/17	FUEL FOR 2013	FREIGHTLINER		01/05/18	\$288.13	\$288.13	10-20-63560	2013 FREIGHTLINER TRUCK-	\$10,000.00	(\$7,365.08)
489109		12/22/17	HST 13%			01/05/18	\$34.86	\$34.86	10-20-63560	2013 FREIGHTLINER TRUCK-	\$10,000.00	(\$7,365.08)
489392		12/27/17	FUEL FOR 2013	FREIGHTLINER		01/05/18	\$215.50	\$215.50	10-20-63560	2013 FREIGHTLINER TRUCK-	\$10,000.00	(\$7,365.08)
489392		12/27/17	HST 13%			01/05/18	\$28.02	\$28.02	10-20-63560	2013 FREIGHTLINER TRUCK-	\$10,000.00	(\$7,365.08)
488795		12/19/17	F150 FUEL			01/05/18	\$76.99	\$76.99	10-20-63580	2009 FORD 1/2 TON -	\$5,000.00	(\$174.93)
488795		12/19/17	HST 13%			01/05/18	\$10.01	\$10.01	10-20-63580	2009 FORD 1/2 TON -	\$5,000.00	(\$174.93)
489394		12/27/17	F150 FUEL			01/05/18	\$81.90	\$81.90	10-20-63580	2009 FORD 1/2 TON -	\$5,000.00	(\$174.93)
489394		12/27/17	HST 13%			01/05/18	\$10.65	\$10.65	10-20-63580	2009 FORD 1/2 TON -	\$5,000.00	(\$174.93)
488795		12/19/17	CHEV TRUCK FUEL			01/05/18	\$76.99	\$76.99	10-20-63600	2015 GMC-MAT/SUPPLIES	\$5,000.00	\$1,437.43
488795		12/19/17	HST 13%			01/05/18	\$10.01	\$10.01	10-20-63600	2015 GMC-MAT/SUPPLIES	\$5,000.00	\$1,437.43
489394		12/27/17	CHEV TRUCK FUEL			01/05/18	\$81.90	\$81.90	10-20-63600	2015 GMC-MAT/SUPPLIES	\$5,000.00	\$1,437.43
489394		12/27/17	HST 13%			01/05/18	\$10.65	\$10.65	10-20-63600	2015 GMC-MAT/SUPPLIES	\$5,000.00	\$1,437.43
488796		12/19/17	FUEL FOR 710 BACKHOE			01/05/18	\$130.55	\$130.55	710 BACKHOE-MAT/SUPPLIES	\$5,000.00	\$5,000.00	(\$9,634.24)
488796		12/19/17	HST 13%			01/05/18	\$16.97	\$16.97	710 BACKHOE-MAT/SUPPLIES	\$5,000.00	\$5,000.00	(\$9,634.24)
489393		12/27/17	FUEL FOR 710 BACKHOE			01/05/18	\$174.34	\$174.34	710 BACKHOE-MAT/SUPPLIES	\$5,000.00	\$5,000.00	(\$9,634.24)
489393		12/27/17	HST 13%			01/05/18	\$22.67	\$22.67	710 BACKHOE-MAT/SUPPLIES	\$5,000.00	\$5,000.00	(\$9,634.24)
488796		12/19/17	FUEL FOR 96 BACKHOE			01/05/18	\$32.64	\$32.64	96 BACKHOE-MAT/SUPPLIES	\$20,000.00	\$20,000.00	\$8,062.48
488796		12/19/17	HST 13%			01/05/18	\$4.24	\$4.24	96 BACKHOE-MAT/SUPPLIES	\$20,000.00	\$20,000.00	\$8,062.48
489393		12/27/17	FUEL FOR 96 BACKHOE			01/05/18	\$43.58	\$43.58	96 BACKHOE-MAT/SUPPLIES	\$20,000.00	\$20,000.00	\$8,062.48
489393		12/27/17	HST 13%			01/05/18	\$5.67	\$5.67	96 BACKHOE-MAT/SUPPLIES	\$20,000.00	\$20,000.00	\$8,062.48
488796		12/19/17	FUEL FOR GRADER			01/05/18	\$163.20	\$163.20	99 GRADER-MAT/SUPPLIES	\$30,000.00	\$30,000.00	(\$918.82)
488796		12/19/17	HST 13%			01/05/18	\$21.21	\$21.21	99 GRADER-MAT/SUPPLIES	\$30,000.00	\$30,000.00	(\$918.82)
489393		12/27/17	FUEL FOR GRADER			01/05/18	\$217.93	\$217.93	99 GRADER-MAT/SUPPLIES	\$30,000.00	\$30,000.00	(\$918.82)
489393		12/27/17	HST 13%			01/05/18	\$28.33	\$28.33	99 GRADER-MAT/SUPPLIES	\$30,000.00	\$30,000.00	(\$918.82)
488795		12/19/17	LAWN EQUIPMENT-MAT/SUPPLIES			01/05/18	\$25.67	\$25.67	10-20-63740	LAWN EQUIPMENT-	\$6,000.00	\$3,732.39

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Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
488795	12/19/17	HST 13%	01/05/18	\$3.34	\$3.34	10-20-63740	LAWN EQUIPMENT-	\$6,000.00	\$3,732.39
489394	12/27/17	LAWN EQUIPMENT-MAT/SUPPLIES	01/05/18	\$27.31	\$27.31	10-20-63740	LAWN EQUIPMENT-	\$6,000.00	\$3,732.39
489394	12/27/17	HST 13%	01/05/18	\$3.55	\$3.55	10-20-63740	LAWN EQUIPMENT-	\$6,000.00	\$3,732.39
8962	ROGERS AT&T, P.O. BOX 9100, DON MILLS , ON, M3C 3P9				\$4,152.63				
1835355603	12/18/17	PW CELL	12/18/17	\$5.44	\$5.44	10-20-63065	PUBLIC WORKS MAT &	\$3,500.00	\$310.68
1835355603	12/18/17	PUBLIC WORKS SURFACE TABLET	12/18/17	\$20.25	\$20.25	10-20-63065	PUBLIC WORKS MAT &	\$3,500.00	\$310.68
1835355603	12/18/17	PUBLIC WORKSCELL	12/18/17	\$5.00	\$5.00	10-20-63065	PUBLIC WORKS MAT &	\$3,500.00	\$310.68
1835355603	12/18/17	PW CELL	12/18/17	\$5.00	\$5.00	10-20-63065	PUBLIC WORKS MAT &	\$3,500.00	\$310.68
1835355603	12/18/17	HST 13%	12/18/17	\$0.71	\$0.71	10-20-63065	PUBLIC WORKS MAT &	\$3,500.00	\$310.68
1835355603	12/18/17	HST 13%	12/18/17	\$0.65	\$0.65	10-20-63065	PUBLIC WORKS MAT &	\$3,500.00	\$310.68
1835355603	12/18/17	HST 13%	12/18/17	\$0.65	\$0.65	10-20-63065	PUBLIC WORKS MAT &	\$3,500.00	\$310.68
1835355603	12/18/17	HST 13%	12/18/17	\$2.63	\$2.63	10-20-63065	PUBLIC WORKS MAT &	\$3,500.00	\$310.68
8975	SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY , ON, P1B 2T7				\$40.33				
DEC17LANG2	12/22/17	KUDOS - CLERK MEETING WITH PW FOREMAN AND ENG -	12/30/17	\$62.42	\$62.42	10-20-63065	PUBLIC WORKS MAT &	\$3,500.00	\$3,500.00
\$310.68		RE TC CULVERT							
DEC17LANG3	12/22/17	MOTION IND. - GRADER REPAIRS	12/30/17	\$529.07	\$529.07	10-20-63660	99 GRADER-MAT/SUPPLIES	\$30,000.00	(\$918.82)
DEC17LANG3	12/22/17	HST nonrecoverable	12/30/17	\$9.31	\$9.31	10-20-63660	99 GRADER-MAT/SUPPLIES	\$30,000.00	(\$918.82)
8976	SEE MORE GRAPHICS, 506 MCGAUGHEY AVE, NORTH BAY , ON, P1B 1W6				\$600.80				
38144	12/01/17	ROADSIDE MAINTENANCE-MAT/SUPPLIES	12/01/17	\$165.00	\$165.00	10-20-63270	ROADSIDE MAINTENANCE-	\$15,000.00	\$7,898.07
38144	12/01/17	HST 13%	12/01/17	\$21.45	\$21.45	10-20-63270	ROADSIDE MAINTENANCE-	\$15,000.00	\$7,898.07
9059	BELL CANADA, PO BOX 9000, NORTH YORK, ON, M3C 2X7				\$186.45				
3532-1217	12/10/17	PW GARAGE PHONE	01/05/18	\$91.07	\$91.07	10-20-63060	PUBLIC WORKS-MATERIAL &	\$57,000.00	\$32,726.70
3532-1217	12/10/17	HST 13%	01/05/18	\$11.84	\$11.84	10-20-63060	PUBLIC WORKS-MATERIAL &	\$57,000.00	\$32,726.70
9074	BUMPER TO BUMPER - H.E. BROWN, PO BOX 538, 600 GORMANVILLE RD UNIT 201, NORTH BAY, ON, P1B 8J3				\$102.91				
77706/D	12/01/17	2009 FORD 1/2 TON -MAT/SUPPLIES	01/05/18	\$55.86	\$55.86	10-20-63580	2009 FORD 1/2 TON -	\$5,000.00	(\$174.93)
77706/D	12/01/17	HST 13%	01/05/18	\$7.26	\$7.26	10-20-63580	2009 FORD 1/2 TON -	\$5,000.00	(\$174.93)
9089	KEVIN WALSH, , , ,				\$63.12				
1217	12/28/17	PUBLIC WORKS-SAFETY SUPPLIES	01/08/18	\$190.76	\$190.76	10-20-63070	PUBLIC WORKS-SAFETY	\$3,000.00	\$413.74
1217	12/28/17	HST 13%	01/08/18	\$24.80	\$24.80	10-20-63070	PUBLIC WORKS-SAFETY	\$3,000.00	\$413.74
9669	SERVICE ONE MUFFLERS, 400D KIRKPATRICK ST, NORTH BAY, ON, P1B 8G5				\$215.56				

Municipality of Powassan
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InvoiceNumber	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
43155	MANULIFE FINANCIAL, PREMIUM ADMINISTRATION (VO), P.O. BOX 1627, WATERLOO, ON, N2J4P4	12/21/17	PUBLIC WORKS-MATERIAL & SUPPLIES	01/08/18	\$95.14	\$95.14	10-20-63060	PUBLIC WORKS-MATERIAL & \$57,000.00	\$57,000.00	\$32,726.70
43155		12/21/17	HST 13%	01/08/18	\$12.37	\$12.37	10-20-63060	PUBLIC WORKS-MATERIAL & \$57,000.00	\$57,000.00	\$32,726.70
43155		12/21/17	2014 FREIGHTLINER- MAT/SUPPLIES	01/08/18	\$84.00	\$84.00	10-20-63505	2014 FREIGHTLINER-	\$0.00	(\$14,139.02)
43155		12/21/17	HST 13%	01/08/18	\$10.92	\$10.92	10-20-63505	2014 FREIGHTLINER-	\$0.00	(\$14,139.02)
10061	MANULIFE FINANCIAL, PREMIUM ADMINISTRATION (VO), P.O. BOX 1627, WATERLOO, ON, N2J4P4					\$202.43				
122317		12/23/17	PW LIFE/DISABILITY INS.	12/23/17	\$377.45	\$377.45	10-20-63050	PUBLIC WORKS-LABOUR & \$255,000.00	\$255,000.00	\$116,553.44
122317		12/23/17	HST 13%	12/23/17	\$49.07	\$49.07	10-20-63050	PUBLIC WORKS-LABOUR & \$255,000.00	\$255,000.00	\$116,553.44
10077	JADE EQUIPMENT CO. LTD., 47 FOREST PLAIN ROAD, ORO-MEDONTE, ON, L3V0R4					\$426.52				
P07421		12/18/17	99 GRADER-MAT/SUPPLIES	01/05/18	\$2,072.93	\$2,072.93	10-20-63660	99 GRADER-MAT/SUPPLIES \$30,000.00	\$30,000.00	(\$918.82)
P07421		12/18/17	HST 13%	01/05/18	\$269.48	\$269.48	10-20-63660	99 GRADER-MAT/SUPPLIES \$30,000.00	\$30,000.00	(\$918.82)
Total PUBLIC WORKS										
ENVIRONMENT										
8751	EVAN HUGHES EXCAVATING, 118 HIGHWAY 534, POWASSAN , ON, P0H 1Z0									
3029		12/19/17	LANDFILL-COMPACTOR LOAN	01/05/18	\$385.00	\$385.00	10-25-64980	LANDFILL-COMPACTOR LOAN	\$0.00	(\$12,499.68)
3029		12/19/17	HST 13%	01/05/18	\$50.05	\$50.05	10-25-64980	LANDFILL-COMPACTOR LOAN	\$0.00	(\$12,499.68)
8792	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO , ON, M5W 3L3					\$435.05				
9461-1217		12/18/17	LANDFILL SITE-MAT/SUPPLIES HYDRO	01/05/18	\$56.03	\$56.03	10-25-64910	LANDFILL SITE-MAT/SUPPLIES\$15,000.00	\$15,000.00	\$8,563.14
9461-1217		12/18/17	HST 13%	01/05/18	\$7.29	\$7.29	10-25-64910	LANDFILL SITE-MAT/SUPPLIES\$15,000.00	\$15,000.00	\$8,563.14
8806	JIM MOORE PETROLEUM, 66 GIBSON STREET, P.O. BOX 508, NORTH BAY , ON, P1B 8J1					\$63.32				
488794		12/19/17	FUEL FOR GARBAGE TRUCK	01/05/18	\$310.70	\$310.70	10-25-64830	GARBAGE VEHICLE EXPENSES\$15,000.00	\$15,000.00	\$1,753.34
488794		12/19/17	HST 13%	01/05/18	\$40.39	\$40.39	10-25-64830	GARBAGE VEHICLE EXPENSES\$15,000.00	\$15,000.00	\$1,753.34
489109		12/22/17	FUEL FOR GARBAGE TRUCK	01/05/18	\$268.13	\$268.13	10-25-64830	GARBAGE VEHICLE EXPENSES\$15,000.00	\$15,000.00	\$1,753.34
489109		12/22/17	HST 13%	01/05/18	\$34.86	\$34.86	10-25-64830	GARBAGE VEHICLE EXPENSES\$15,000.00	\$15,000.00	\$1,753.34
489392		12/27/17	FUEL FOR GARBAGE TRUCK	01/05/18	\$215.50	\$215.50	10-25-64830	GARBAGE VEHICLE EXPENSES\$15,000.00	\$15,000.00	\$1,753.34
489392		12/27/17	HST 13%	01/05/18	\$28.02	\$28.02	10-25-64830	GARBAGE VEHICLE EXPENSES\$15,000.00	\$15,000.00	\$1,753.34
8946	R&D RECYCLING, 871 JET AVE., NORTH BAY , ON, P1B 2W9					\$897.60				
134896		12/29/17	MONTHLY RECYCLING CONTRACT	01/08/18	\$5,574.16	\$5,574.16	10-25-64940	RECYCLING PROGRAM	\$85,000.00	\$15,774.03
134896		12/29/17	HST 13%	01/08/18	\$724.64	\$724.64	10-25-64940	RECYCLING PROGRAM	\$85,000.00	\$15,774.03
\$6,298.80										

Municipality of Powassan
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Vendor	InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
8962	ROGERS AT&T, P.O. BOX 9100, DON MILLS, ON, M3C 3P9	12/18/17	LANDFILL SITE-CELL	12/18/17	\$5.00	\$5.00	10-25-64910	LANDFILL SITE-MAT/SUPPLIES	\$15,000.00	\$8,563.14
1835355603	12/18/17 HST 13%	12/18/17			\$0.65	\$0.65	10-25-64910	LANDFILL SITE-MAT/SUPPLIES	\$15,000.00	\$8,563.14
1835355603						\$5.65				
Total ENVIRONMENT						\$7,700.42				

WATER

8792	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO, ON, M5W 3L3	12/19/17	WATER DISTRIBUTION-MAT/SUPPLIES	01/05/18	\$77.76	\$77.76	10-30-64530	WATER DISTRIBUTION-	\$22,000.00	\$8,339.74
5054-1217	12/19/17 HST 13%	01/05/18			\$10.11	\$10.11	10-30-64530	WATER DISTRIBUTION-	\$22,000.00	\$8,339.74
8907	ONTARIO CLEAN WATER AGENCY, WATER PARK PLACE, 1 YONGE STREET, SUITE 1700, TORONTO, ON, M5E 1E5	12/28/17				\$87.87				
100285	12/28/17 WATER DISTRIBUTION-MAT/SUPPLIES	12/28/17			\$229.85	\$229.85	10-30-64530	WATER DISTRIBUTION-	\$22,000.00	\$8,339.74
100285	12/28/17 HST 13%	12/28/17			\$29.88	\$29.88	10-30-64530	WATER DISTRIBUTION-	\$22,000.00	\$8,339.74
9059	BELL CANADA, PO BOX 9000, NORTH YORK, ON, M3C 2X7	01/05/18			\$43.63	\$43.63	10-30-64510	WATER PUMPHOUSE-	\$25,000.00	\$4,144.36
3319-1217	12/10/17 WATER PUMP HOUSE PHONE	01/05/18			\$5.67	\$5.67	10-30-64510	WATER PUMPHOUSE-	\$25,000.00	\$4,144.36
3319-1217	12/10/17 HST 13%					\$49.30				
Total WATER						\$396.90				

BUILDING DEPARTMENT

8975	SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY, ON, P1B 2T7	12/31/17			\$127.99	\$127.99	10-45-62710	BUILDING INSPECTOR-	\$7,500.00	\$3,112.17
DEC17MARTIN	12/22/17 BUILDING INSPECTOR-MAT/SUPPLIES	12/31/17			\$2.25	\$2.25	10-45-62710	BUILDING INSPECTOR-	\$7,500.00	\$3,112.17
DEC17MARTIN	12/22/17 HST nonrecoverable	12/31/17			\$312.00	\$312.00	10-45-62710	BUILDING INSPECTOR-	\$7,500.00	\$3,112.17
DEC17MARTIN2	12/22/17 OBOA - ANNUAL FEE	12/31/17			\$5.49	\$5.49	10-45-62710	BUILDING INSPECTOR-	\$7,500.00	\$3,112.17
DEC17MARTIN2	12/22/17 HST nonrecoverable	12/31/17			\$109.00	\$109.00	10-45-62710	BUILDING INSPECTOR-	\$7,500.00	\$3,112.17
DEC17MARTIN3	12/22/17 MINISTRY OF HOUSING - ANNUAL FEE	12/31/17			\$62.00	\$62.00	10-45-62715	CBO/BYLA/W/PROP STD	\$7,000.00	\$676.47
DEC17MARSHALL4	12/22/17 GARLANDS - GAS FOR CBO VEHICLE	12/30/17				\$618.73				
10061	MANULIFE FINANCIAL, PREMIUM ADMINISTRATION (VO), P.O. BOX 1627, WATERLOO, ON, N2J4P4	12/23/17			\$108.85	\$108.85	10-45-62700	BUILDING INSPECTOR	\$111,000.00	\$106,022.16
122317	12/23/17 BUILDING INSPECTOR LIFE/DISABILITY INS.	12/23/17			\$14.15	\$14.15	10-45-62700	BUILDING INSPECTOR	\$111,000.00	\$106,022.16
122317	12/23/17 HST 13%					\$123.00				

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Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
Total BUILDING DEPARTMENT									
<u>PROTECTION TO PERSONS & PROPERTY</u>									
8855	14181217087	MINISTER OF FINANCE - OPP, 33 KING ST W, PO BOX 647, OSHAWA, ON, L1H 8X3	12/15/17	\$41,733.00	\$41,733.00	10-50-62500	POLICING-OPP	\$495,000.00	\$38,616.14
8962	1835355603	ROGERS AT&T, P.O. BOX 9100, DON MILLS, ON, M3C 3P9	12/18/17	\$51.00	\$51.00	10-50-62580	BY-LAW ENFORCEMENT	\$15,000.00	\$10,959.52
	1835355603	12/18/17 BY-LAW CELL	12/18/17	\$6.63	\$6.63	10-50-62580	BY-LAW ENFORCEMENT	\$15,000.00	\$10,959.52
		12/18/17 HST 13%			\$57.63				
10141	91117	Kelly Loxton, 1296 Maplehill Rd, Powassan, Ont., P0H 1Z0	01/08/18	\$70.00	\$70.00	10-50-62600	ANIMAL CONTROL & VET.	\$10,000.00	\$9,384.69
		12/21/17 ANIMAL CONTROL & VET. ASSOCIATION			\$70.00				
Total PROTECTION TO PERSONS & PROPERTY									
<u>RECREATION</u>									
8792	0842-1217	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO, ON, M5W 3L3	01/05/18	\$133.81	\$133.81	10-55-67410	SHCC-MAT/SUPPLIES	\$7,000.00	\$3,373.77
	0842-1217	12/18/17 SHCC-MAT/SUPPLIES HYDRO	01/05/18	\$17.40	\$17.40	10-55-67410	SHCC-MAT/SUPPLIES	\$7,000.00	\$3,373.77
		12/18/17 HST 13%			\$151.21				
8962	1835355603	ROGERS AT&T, P.O. BOX 9100, DON MILLS, ON, M3C 3P9	12/18/17	\$20.25	\$20.25	10-55-67610	RECREATION-ADMIN-GENERAL	\$1,000.00	(\$2,393.11)
	1835355603	12/18/17 REC/GAP CELL	12/18/17	\$2.63	\$2.63	10-55-67610	RECREATION-ADMIN-GENERAL	\$1,000.00	(\$2,393.11)
		12/18/17 HST 13%			\$22.88				
8975	DEC17FRICKER3	SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY, ON, P1B 2T7	12/30/17	\$14.50	\$14.50	10-55-67510	RECREATION-GAP/SMILE	\$35,000.00	\$33,357.39
	DEC17FRICKER3	12/22/17 OSHELL'S - TRIVIA NIGHT SNACKS	12/30/17	\$0.26	\$0.26	10-55-67510	RECREATION-GAP/SMILE	\$35,000.00	\$33,357.39
		12/22/17 HST nonrecoverable			\$14.76				
9059	5689-1217	BELL CANADA, PO BOX 9000, NORTH YORK, ON, M3C 2X7	01/05/18	\$36.68	\$36.68	10-55-67410	SHCC-MAT/SUPPLIES	\$7,000.00	\$3,373.77
	5689-1217	12/10/17 SHCC MONTHLY PHONE BILL	01/05/18	\$4.77	\$4.77	10-55-67410	SHCC-MAT/SUPPLIES	\$7,000.00	\$3,373.77
		12/10/17 HST 13%			\$41.45				
Total RECREATION									
					\$230.30				

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Vendor	Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
	8929		POWASSAN BUILDING CENTER, BOX 128, POWASSAN , ON, P0H 1Z0							
	99929		12/22/17 MEDICAL CENTRE-MAT/SUPPLIES	12/22/17	\$12.99	\$12.99	10-60-65310	MEDICAL CENTRE-	\$60,000.00	\$15,856.92
	99929		12/22/17 HST 13%	12/22/17	\$1.69	\$1.69	10-60-65310	MEDICAL CENTRE-	\$60,000.00	\$15,856.92

Total HEALTH SERVICES

HISTORICAL & CULTURE

8792	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO, ON, M5W 3L3					
8322-122917	12/20/17 GOLDEN SUNSHINE HALL-MAT/SUPPLIES HYDRO01/05/18	\$273.66	10-65-66010	GOLDEN SUNSHINE HALL-	\$6,000.00	(\$423.67)
8322-122917	12/20/17 HST 13%	\$35.57	10-65-66010	GOLDEN SUNSHINE HALL-	\$6,000.00	(\$423.67)
8925	POWASSAN & DIST. UNION LIBRARY, BOX 160, POWASSAN, ON, P0H 1Z0	\$309.23				
2018-01	01/02/18 LIBRARY LEVY-Renovation funding	\$15,000.00	10-65-67800	LIBRARY LEVY	\$0.00	\$0.00
9059	BELL CANADA, PO BOX 9000, NORTH YORK, ON, M3C 2X7	\$15,000.00				
1217	12/10/17 POWASSAN LEGION PHONE	\$117.41	10-65-67680	POWASSAN LEGION EXPENSE	\$50,000.00	\$18,173.11
1217	12/10/17 HST 13%	\$15.26	10-65-67680	POWASSAN LEGION EXPENSE	\$50,000.00	\$18,173.11
9820	BELL CANADA INTERNET, CUSTOMER PAYMENT CENTRE, P.O. BOX 3650 STATION DON MILLS, TORONTO, ON, M3C 3X9	\$132.67				
6077-1217	12/10/17 LEGION INTERNET	\$85.60	10-65-67680	POWASSAN LEGION EXPENSE	\$50,000.00	\$18,173.11
6077-1217	12/10/17 HST 13%	\$11.13	10-65-67680	POWASSAN LEGION EXPENSE	\$50,000.00	\$18,173.11
Total HISTORICAL & CULTURE					\$15,538.63	

Total HISTORICAL & CULTURE

PLANNING & DEVELOPMENT

8975	SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY , ON, P1B 2T7					
DEC17MCISAAC2	12/22/17 KUDOS - HOUSING PROJECT LUNCH	12/31/17	\$49.26	10-70-68010	PLANNING & DEVELOPMENT-\$17,000.00	\$1,707.36
DEC17MCISAAC2	12/22/17 HST nonrecoverable	12/31/17	\$0.87	10-70-68010	PLANNING & DEVELOPMENT-\$17,000.00	\$1,707.36
DEC17MCISAAC	12/22/17 URBAN CAFÉ - LUNCH WITH POTENTIAL FAIRVIEW	12/30/17	\$30.70	\$30.70	10-70-68040ECONOMIC DEVELOPMENT	\$2,500.00
	(\$9,035.48)					
DEC17MCISAAC	BUSINESS OWNER					
DEC17MCISAAC	12/22/17 HST nonrecoverable	12/30/17	\$0.54	10-70-68040	ECONOMIC DEVELOPMENT \$2,500.00	(\$9,035.48)
			\$81.37			

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

Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
Total PLANNING & DEVELOPMENT									
<u>TROUT CREEK COMMUNITY CENTRE</u>									
8792	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO, ON, M5W 3L3								
8575-1217	12/19/17 HYDRO		01/05/18	\$1,039.30	\$1,039.30	10-75-61610	HYDRO	\$35,000.00	\$9,577.51
8575-1217	12/19/17 HST 13%		01/05/18	\$135.11	\$135.11	10-75-61610	HYDRO	\$35,000.00	\$9,577.51
8799	J & J EQUIPMENT REPAIR, 84 CHISWICK LINE, RR # 1, POWASSAN, ON, P0H 1Z0								
16108	12/20/17 MAINTENANCE		01/05/18	\$935.80	\$1,174.41	10-75-61820	MAINTENANCE	\$25,000.00	\$11,833.82
8862	MOORE PROPANE LIMITED, 56 GIBSON ST, NORTH BAY, ON, P1B 8Z4								
713359	12/15/17 PROPANE-TCCC		12/15/17	\$28.10	\$28.10	10-75-61800	SUPPLIES	\$4,700.00	(\$1,545.74)
715508	01/08/18 PROPANE-TCCC		01/08/18	\$56.22	\$56.22	10-75-61800	SUPPLIES	\$4,700.00	(\$1,545.74)
717778	01/01/18 PROPANE-TCCC		01/01/18	\$28.10	\$28.10	10-75-61800	SUPPLIES	\$0.00	\$0.00
719705	12/31/17 PROPANE-TCCC		12/31/17	\$10.00	\$10.00	10-75-61800	SUPPLIES	\$4,700.00	(\$1,545.74)
8962	ROGERS AT&T, P.O. BOX 9100, DON MILLS, ON, M3C 3P9								
1835355603	12/18/17 DALE CELL		12/18/17	\$20.25	\$20.25	10-75-61550	TELEPHONE & FAX	\$2,000.00	(\$623.33)
1835355603	12/18/17 HST 13%		12/18/17	\$2.63	\$2.63	10-75-61550	TELEPHONE & FAX	\$2,000.00	(\$623.33)
8975	SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY, ON, P1B 2T7								
DEC17JARDINE	12/22/17 HOME DEPOT - LIGHT FOR TCCC LOBBY		12/29/17	\$129.00	\$129.00	10-75-61820	MAINTENANCE	\$25,000.00	\$11,833.82
DEC17BESTER	12/22/17 TCCC - 3RD QUARTER 2017		12/31/17	\$66.86	\$66.86	10-75-61870	FEES-SOCAN ETS.	\$1,800.00	\$1,465.70
9165	BAY GRINDING INC, 69 COMMERCE CRESCENT, NORTH BAY, ON, P1B 8G4								
154840	12/22/17 MAINTENANCE		01/05/18	\$180.00	\$180.00	10-75-61820	MAINTENANCE	\$25,000.00	\$11,833.82
154840	12/22/17 MAINTENANCE		01/05/18	\$0.00	\$0.00	10-75-61820	MAINTENANCE	\$25,000.00	\$11,833.82
9176	ORKIN CANADA, 5840 FALBOURNE ST, MISSISSAUGA, ON, L5R 4B5								
8191451	12/18/17 MAINTENANCE-PEST CONTROL-TCCC		12/18/17	\$101.00	\$180.00	10-75-61820	MAINTENANCE	\$25,000.00	\$11,833.82
9653	PURDON'S HEATING & ELECTRICAL INC, 487 MAIN ST, P.O. BOX 145, POWASSAN, ON, P0H 1Z0								
15109	12/21/17 MAINTENANCE		12/21/17	\$63.90	\$63.90	10-75-61820	MAINTENANCE	\$25,000.00	\$11,833.82
15165	12/29/17 MAINTENANCE-roofop maintenance		12/29/17	\$417.50	\$417.50	10-75-61820	MAINTENANCE	\$25,000.00	\$11,833.82
9925	SHAW DIRECT SATELLITE, PO BOX 2530 STN M, CALGARY, AB, T2P 0C2								
					\$481.40				

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

Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
8039-118	12/26/17	SUPPLIES-satellite	01/08/18	\$58.99	\$58.99	10-75-61800	SUPPLIES	\$4,700.00	(\$1,545.74)
10061 122317	12/23/17	MANULIFE FINANCIAL, PREMIUM ADMINISTRATION (VO), P.O. BOX 1627, WATERLOO, ON, N2J4P4 TCCC LIFE/DISABILITY INS.	12/23/17	\$77.44	\$58.99 \$77.44	10-75-61510	BENEFITS	\$12,000.00	\$6,756.83
10098 121717	12/17/17	KEVIN LOY, 189 GENESEE LAKE ROAD, POWASSAN, ON, P0H1Z0 MAINTENANCE-heaters	01/08/18	\$3,555.00	\$77.44 \$3,555.00	10-75-61820	MAINTENANCE	\$25,000.00	\$11,833.82
10143 43-854899	12/20/17	Black & McDonald Ltd, 328 Green Rd, Stoney Creek, ON, , L8E 2B2 MAINTENANCE	01/05/18	\$660.00	\$3,555.00 \$660.00	10-75-61820	MAINTENANCE	\$25,000.00	\$11,833.82
Total TROUT CREEK COMMUNITY CENTRE									
\$7,565.20									

SPORTSPLEX

8728 5428	12/15/17	D & D JANITORIAL SUPPLIES, 161 FERRIS DRIVE, UNIT 12, NORTH BAY , ON, P1B 4A6 BUILDING SUPPLIES-Sportsplex	01/05/18	\$250.90	\$250.90	10-80-61960	BUILDING SUPPLIES	\$5,000.00	\$4,081.74
8862 713357 715507 717777	12/15/17 12/22/17 01/01/18	MOORE PROPANE LIMITED, 56 GIBSON ST, NORTH BAY , ON, P1B 8Z4 PROPANE REFILL-Sportsplex PROPANE REFILL-Sportsplex PROPANE REFILL-Sportsplex	12/15/17 12/22/17 01/01/18	\$56.22 \$56.22 \$56.22	\$56.22 \$56.22 \$56.22	10-80-61930 10-80-61930 10-80-61930	ZAMBONI-REPAIRS & ZAMBONI-REPAIRS & ZAMBONI-REPAIRS &	\$4,000.00 \$4,000.00 \$0.00	(\$10,840.92) (\$10,840.92) \$0.00
8962 1835355603 1835355603	12/18/17 12/18/17	ROGERS AT&T, P.O. BOX 9100, DON MILLS , ON, M3C 3P9 MIKE CELL HST 13%	12/18/17 12/18/17	\$39.57 \$5.14	\$39.57 \$5.14	10-80-61550 10-80-61550	TELEPHONE & FAX TELEPHONE & FAX	\$1,000.00 \$1,000.00	\$373.59 \$373.59
8975 DEC17FRICKER	12/22/17	SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY , ON, P1B 2T7 NEW ONTARIO BREWING CO - SPORTSPLEX BAR	12/30/17	\$367.21	\$367.21	10-80-61515	SPORTSPLEX BAR LABOUR EXP	\$1,000.00	(\$163.90)
DEC17FRICKER2 DEC17HEASMAN	12/22/17 12/22/17	LCBO - SPORTSPLEX BAR SANDPIPER ENERGY - BOILER RENTAL	12/30/17 12/31/17	\$149.56 \$149.94	\$149.56 \$149.94	10-80-61515 10-80-61945	SPORTSPLEX BAR LABOUR EXP EQUIPMENT- SUPPLIES	\$1,000.00 \$1,000.00	(\$163.90) (\$6,525.12)
9782 0148462	12/15/17	DUFFYS CUSTOM SIGNS, 242 BLACK CREEK RD SOUTH, PO BOX 400, TROUT CREEK, ON, P0H 2L0 BUILDING REPAIRS & MAINTENANCE-Sportsplex	01/05/18	\$250.00	\$666.71 \$250.00	10-80-61950	BUILDING REPAIRS &	\$30,000.00	\$13,497.68
\$250.00									

**Municipality of Powassan
A/P Preliminary Cheque Run
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Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
10061 122317	12/23/17	MANULIFE FINANCIAL, PREMIUM ADMINISTRATION (VO), P.O. BOX 1627, WATERLOO, ON, N2J4P4 SP LIFE/DISABILITY INS.	12/23/17	\$120.72	\$120.72	10-80-61510	BENEFITS	\$9,000.00	\$3,388.15

Total SPORTSPLEX

\$1,501.70

CEMETERIES

8792	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO , ON, M5W 3L3								
1081-1217	12/20/17 CEMETRY-HYDRO		01/05/18	\$27.54	\$27.54	10-85-65110	CEMETRY-SERVICE-MATERIAL-	\$0.00	(\$323.72)
1081-1217	12/20/17 HST 13%		01/05/18	\$3.58	\$3.58	10-85-65110	CEMETRY-SERVICE-MATERIAL-	\$0.00	(\$323.72)

Total CEMETERIES

\$31.12

\$31.12

Total Bills To Pay:

\$136,957.71

January 2018

January 2018

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2018

Su	Mo	Tu	We	Th	Fr	Sa
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Dec 31	Jan 1, 18 NEW YEAR'S DAY	2 7:00pm 10:00pm Council Meeting (CC)	3	4	5	6
7	8	9	10 TCCCB (CC@7pm)	11	12	13
14	15	16 COUNCIL (CC@7PM) 6:00pm 7:00pm PWs meeting (CC) 6:00pm 6:30pm PUBLIC MEETING - ZONING - LINGENFELTER (Lo	17 7:00pm 8:30pm MAPLE SYRUP MEETING (CC)	18 REC (CC@7PM)	19 Family Hockey Tournament (Sportsplex)	20
21 Family Hockey Tournament	22	23	24	25 9:00am 3:00pm Com Living (CC) 5:30pm 7:30pm Planning Board (CC)	26 9:00am 3:00pm Com Living (CC)	27
28	29	30	31	Feb 1	2	3

Dec 31 - Jan 6

Jan 7 - 13

Jan 14 - 20

Jan 21 - 27

Jan 28 - Feb 3

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
	11am - Dress Up Tea Party 1pm - Judo Class 6pm - Public Works 7pm - Council @ MAPLE	10am - Tai Chi 7pm - RECREATION	10am - Rock It! Art Class @	10am - Kid's Pizza Party! 12:30pm - Kids' Zumba	9am - Private rental	
7	8	9	10	11	12	13
9am - Jump Start Fitness 1pm - Euchre @ Maple 6pm - YOGA @ Maple 7:30pm - Kickboxing	11am - Gentle Yoga with 4pm - Kids' Club 5pm - Tibetan Singing	1pm - Euchre @ Maple 6:15pm - Zumba @ 250 7:30pm - Kickboxing	2pm - Chair Yoga 6pm - Bee Night	6pm - First Aid CPR	8am - First Aid CPR	
14	15	16	17	18	19	20
9am - Jump Start Fitness 1pm - Euchre @ Maple 6pm - YOGA @ Maple 7:30pm - Kickboxing	11am - Gentle Yoga with 4pm - Kids' Entrepreneur	1pm - Euchre @ Maple 6:15pm - Zumba @ 250 7:30pm - Kickboxing	1pm - Art Class with	9am - Rental @ 250 Clark 10:30am - Saturday 7:30pm - Farmers' Market -		
21	22	23	24	25	26	27
2:30pm - Poultry	9am - Jump Start Fitness 1pm - Euchre @ Maple 6pm - YOGA @ Maple 7:30pm - Kickboxing	11am - Gentle Yoga with 5pm - Tibetan Singing 6:15pm - Dance 5-7 years 7pm - Dance 8-10 yrs @	1pm - Euchre @ Maple 6:15pm - Zumba @ 250 7:30pm - Kickboxing	9am - E-Business Rental 6:30pm - Meditation		
28	29	30	31	1	2	3
	9am - Jump Start Fitness 1pm - Euchre @ Maple 6pm - YOGA @ Maple 7:30pm - Kickboxing	11am - Gentle Yoga with 6:15pm - Dance @ Maple 7pm - Dance 8-10 yrs @	1pm - Euchre @ Maple 6:15pm - Zumba @ 250 7:30pm - Kickboxing	6:30pm - Alzheimer Night	9am - Babysitting Course	

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
			1 pm - Rughookers 7:30 pm - John Janssen	12 pm - Al-Anon @ 250		
7	8	9	10	11	12	13
6:30 pm - Scouts	4 pm - Kids' Entrepreneur 5:30 pm - TOPS	1 pm - Rughookers 7:30 pm - John Janssen	12 pm - Al-Anon @ 250 6 pm - Family Peer Support			
14	15	16	17	18	19	20
6:30 pm - Scouts	5:30 pm - TOPS	1 pm - Rughookers 7:30 pm - John Janssen	12 pm - Al-Anon @ 250			
21	22	23	24	25	26	27
6:30 pm - Scouts	5:30 pm - TOPS	1 pm - Rughookers 7:30 pm - John Janssen	12 pm - Al-Anon @ 250			
28	29	30	31	1	2	3
6:30 pm - Scouts	5:30 pm - TOPS	1 pm - Rughookers 7:30 pm - John Janssen	12 pm - Al-Anon @ 250			

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
		4pm - Free Kids Drop-In	10am - Make and Move 1pm - Pickle Ball 4pm - Free Kids Drop-In	1pm - Movie Matinee 4pm - Free Kids Drop-In	10am - Pickle Ball 4pm - Free Kids Drop-In	<div>Kayla Bell</div> 9am - Cookie Decorating
7	8	9	10	11	12	13
2pm - Floor Hockey with 7pm - Zumba @	4:30pm - Free Kids Drop-In 6pm - Drop-in Volleyball @ 7:30pm - Scouts @	9am - Line Dancing @ 10am - Senior Exercise @ 4:30pm - Free Kids Drop-In 7:30pm - HIIT ME UP	9:30am - Fit Mommy 10am - Tai Chi 4:30pm - Free Kids Drop-In 6:30pm - Beavers & Cubs @	9am - Line Dancing @ 10am - Senior Exercise @ 4:30pm - Free Kids Drop-In 6pm - Drop-in Badminton @ 7:30pm - Boot Camp	9:30am - Tot/Baby Drop-in	8am - Winter Farmers'
14	15	16	17	18	19	20
5pm - Ballroom Dancing 7pm - Zumba @	4:30pm - Free Kids Drop-In 6pm - Drop-in Volleyball @ 7:30pm - Scouts @	9am - Line Dancing @ 10am - Senior Exercise @ 2pm - Homeschoolers 4:30pm - Free Kids Drop-In 7:30pm - HIIT ME UP	9:30am - Fit Mommy 10am - Tai Chi 4:30pm - Free Kids Drop-In 6:30pm - Beavers & Cubs @	9am - Line Dancing @ 10am - Senior Exercise @ 4:30pm - Free Kids Drop-In 6pm - Drop-in Badminton @ 7:30pm - Boot Camp	9:30am - Tot/Baby Drop-in	10am - Ultimate Fitness & 4pm - Sat. Afternoon
21	22	23	24	25	26	27
5pm - Ballroom Dancing 7pm - Zumba @	4:30pm - Free Kids Drop-In 6pm - Drop-in Volleyball @ 7:30pm - Scouts @	9am - Line Dancing @ 10am - Senior Exercise @ 4:30pm - Free Kids Drop-In 7:30pm - HIIT ME UP	9:30am - Fit Mommy 10am - Tai Chi 4:30pm - Free Kids Drop-In 6:30pm - Beavers & Cubs @	9am - Line Dancing @ 10am - Senior Exercise @ 4:30pm - Free Kids Drop-In 6pm - Drop-in Badminton @ 7:30pm - Boot Camp	9:30am - Tot/Baby Drop-in	4pm - Sat. Afternoon
28	29	30	31	1	2	3
5pm - Ballroom Dancing 7pm - Zumba @	4:30pm - Free Kids Drop-In 6pm - Drop-in Volleyball @ 7:30pm - Scouts @	9am - Line Dancing @ 10am - Senior Exercise @ 4:30pm - Free Kids Drop-In 7:30pm - HIIT ME UP	9:30am - Fit Mommy 10am - Tai Chi 4:30pm - Free Kids Drop-In 6:30pm - Beavers & Cubs @	9am - Line Dancing @ 10am - Senior Exercise @ 4:30pm - Free Kids Drop-In 6pm - Drop-in Badminton @ 7:30pm - Boot Camp	9:30am - Tot/Baby Drop-in	<div>PRIVATE RENTAL</div> 4pm - Sat. Afternoon